

AGENDA

AGENDA OF THE WORK SESSIONS OF THE MAYOR AND COUNCIL OF THE CITY OF BISBEE, COUNTY OF COCHISE, STATE OF ARIZONA, TO BE HELD ON TUESDAY, SEPTEMBER 12, 2017, AT 5:30PM IN THE BISBEE MUNICIPAL BUILDING, 118 ARIZONA STREET, BISBEE, ARIZONA.

THE MEETING WAS CALLED TO ORDER BY _____ AT _____ PM.

ROLL CALL

COUNCIL

Councilmember Anna Cline, Ward III
Councilmember Joan Hansen, Ward II
Councilmember Frank Davis, Ward I
Mayor David M. Smith
Councilmember Bill Higgins, Ward I
Councilmember Douglas Dunn, Ward II , Mayor Pro Tempore
Councilmember Gabe Lindstrom, Ward III

STAFF

Robert E. Smith, Interim City Manager
Ashlee Coronado, City Clerk
Keri Bagley, Finance Director
Andy Haratyk, Public Works Director
Albert Echave, Police Chief
George Castillo, Interim Fire Chief

CITY ATTORNEY

Britt Hanson

THE FOLLOWING ITEM WILL BE DISCUSSED AND/OR CONSIDERED AT THESE MEETINGS:

1. Discussion on the status of the City, Current Undertakings, Prioritization and Longer Term Efforts.

Robert E. Smith, Interim City Manager

ADJOURNMENT

Individuals with hearing disabilities can contact the City Clerk's Office (520) 432-6012 to request an Assisted Listening Device, at least 24 hours before the meeting.

Anyone needing special accommodation to attend this meeting should contact Ashlee Coronado at (520) 432-6012 at least twenty-four hours before the meeting.

Public documents referred to herein may be viewed during regular business hours at the City Clerk's Office at 118 Arizona St., Bisbee.

Pursuant to A.R.S. § 38-431.03(A) (3), the Council may vote to enter executive session at any point during this meeting for discussion or consultation for legal advice with its attorney(s), who may appear telephonically.



MAYOR & COUNCIL WORK SESSION FOR SEPTEMBER 12, 2017

DATE ACTION SUBMITTED: September 6, 2017

DISCUSSION/PRESENTATION ONLY

SUBJECT: DISCUSSION ON THE STATUS OF THE CITY, CURRENT UNDERTAKINGS, PRIORITIZATION AND LONGER TERM EFFORTS.

FROM: Robert E. Smith, Interim City Manager

RECOMMENDATION:

PROPOSED MOTION: WORK SESSION ONLY

DISCUSSION:

City departmental leadership has been evaluating current and future needs in the face of resource shortages, and has developed a set of projects which should help current staff more effectively meet service demands. These efforts will eclipse the current calendar and budget years, and since financial resources are limited, prioritization of these projects in the short term is necessary. Staff has created a recommended priority for projects, has identified team leads and members (Attached), and will provide verbal summary of the initiatives at the study session.

Part of this work includes the creation of a customer services corps, comprised of shared, part time and volunteer personnel. Management of this effort will be necessary and will include the employment of a full time customer services manager. Organizationally, the customer services corps will be a responsibility of the City Clerk's Office, and will be directed by Council's appointed City Clerk. The creation of this organizational unit represents a departure from Council's defined, approved organizational chart, and requires Council's authorization in order for the initiative to be launched.

Towards those ends, leadership seeks a study session with Council, to discuss the identified slate of projects/improvements developed by staff, and to obtain a sense of Council's priorities for those efforts. Further, leadership seeks to understand Council's thoughts about the customer services corps, which would help staff create an initiative that best addresses the community's needs.

FISCAL IMPACT: NA

DEPARTMENT LINE ITEM ACCOUNT: NA

BALANCE IN LINE ITEM IF APPROVED: NA

Prepared by: Ashlee Coronado
Ashlee Coronado
City Clerk

Reviewed by: Robert E. Smith
Robert E. Smith
Interim City Manager

