

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
October 5, 2016
6:30 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Gerardo Sanchez called the Work Session to order at approximately 6:31 p.m.

PRESENT: Mayor Gerardo Sanchez
Vice-Mayor Matias Rosales
Council Member Gloria Torres
Council Member Maria Cecilia Ramos
Council Member Africa Luna-Carrasco
Council Member Mario Buchanan Jr.

ABSENT: Council Member Ruben Walshe

OTHERS PRESENT: Tadeo A. De La Hoya, Interim City Manager
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Andrea Moreno, Police Administrator
Aracely de la Hoya, Senior Services Director
Christine Hagen, Management Analyst
Craig Higgins, Chief of Police
Derek Dueñas, IT Manager
Eulogio Vera, Public Works Director
Glenn Gimbut, Assistant City Attorney
Hank Green, Fire Chief
Jenny Torres, Community Development Director
Jonathan Dumadag, IT Technician
Jose Guzman, Assistant Planner
Joselyn Medina, PIO/Assistant to Council
Katie St. Louis, Finance Director
Manuel Rojas, Assistant Public Works Director
Olivia Jenkins, Utilities Director
Ralph Velez, City Consultant
Victor Figueroa, Police Lieutenant
Yolanda Dueñas, Fleet/Facilities Manager

2. AGENDA ITEMS:

2.A. Discussion on any and all matters regarding the authorization to purchase the Public Safety Answering Point for the Communications Division from Century Link. (Andrea Moreno, Police Administrator)

Ms. Andrea Moreno, Police Administrator, informed that the City of San Luis Police Department has been working in obtaining its own Public Safety Answering Point (PSAP), but due to the high cost it was not possible. She informed that the area PSAP Coordinator informed staff of a change in structure of the system that will allow the City to have a PSAP. The cost was reduced to \$2,000.00 per station per month. The City will be required to convert three (3) dispatch stations to PSAP's; there will be a one-time installation fee of \$10,727.00 and an annual cost of \$72,000.00 with a minimum of five (5) years maintenance contract. Ms. Moreno informed that the San Luis Police Department budgeted \$72,000.00 for FY 2016-2017 for the PSAP system. She added that the San Luis Fire Department will be paying the one-time installation fee of \$10,727.00 from their Contractual Services Account. The purchase will be under an Arizona State Contract. Furthermore, she informed that the need for this PSAP is that the City of San Luis has demonstrated that this system is very much needed as the number of 9-1-1 calls has exceeded. The benefit of having this system is that calls will be responded rapidly, efficiently and with more accurate information.

Ms. Heather Pyeatt-Morris, Yuma County 9-1-1- Coordinator, informed that with this PSAP it will give direct access to the 9-1-1 system which will allow callers to call directly to the San Luis 9-1-1 and not going through the City of Somerton then get transfer to the City of San Luis. She mentioned that San Luis has met the required calls to obtain their own 9-1-1 system. She added that the proposed contract is for five (5) years, in the amount of \$72,000.00; if the State has funding available to support that contract then they will take over the contract and will begin paying the contract for the City, but there are no guarantees.

Mayor Gerardo Sanchez asked if the City of Somerton will be retaining their PSAP and asked if the State pays for Somerton's contract.

Ms. Pyeatt-Morris replied that the City of Somerton will retain their PSAP system currently paid by the State.

Mayor Gerardo Sanchez asked if this PSAP system is the same used by the City of Yuma.

Ms. Pyeatt-Morris replied that this PSAP system is the same that will be installed in the City of Yuma, Yuma County Sheriff's Office and the City of Somerton within the next six (6) months. It is a next generation 9-1-1 system, which means that instead of being an analog line it will be a digital line and will be the first system of its kind in the State of Arizona.

Mayor Gerardo Sanchez asked what will be the timeframe for this system.

Ms. Pyeatt-Morris replied that Century Link is working on this and they will begin testing in the next couple of months and will start receiving the first calls by the beginning of January 2017.

Mayor Gerardo Sanchez thanked Ms. Pyeatt-Morris for supporting this 9-1-1 system for the City.

2.B. Discussion on any and all matters regarding the contract with Century Link to provide fiber optic services at the Business Incubator over the next five (5) years. (Jenny Torres, Community Development Director)

Ms. Jenny Torres, Community Development Director, informed that staff has been working with Century Link to bring fiber optic to the Business Incubator. She mentioned that in 2015 Western Arizona Council of Governments did a broadband assessment project where they identified several areas within the Yuma County that lacked of broadband access. During the construction of San Luis downtown improvements, Century Link invested significant funds to bring fiber optic to San Luis downtown, where Customs and Border Protection and the San Luis Industrial Park, located on Cesar Chavez Street, took advantage of that service. Ms. Torres stated that by bringing fiber optic to the Business Incubator, it will make it more marketable and will attract businesses.

Mayor Gerardo Sanchez asked if tenants at the Business Incubator will have broadband access.

Ms. Torres replied that as tenants come into the Business Incubator they will be able to contract directly with Century Link, but it will be expensive. She mentioned that if the City offers these services to its tenants, a minimal fee will be charged with shared megabits.

3. DISCUSSION ITEMS:

3.A. Discussion on any and all matters regarding the Street Naming Policy. (Council Member Mario Buchanan Jr. and Jose Guzman, Assistant Planner)

Mr. Jose Guzman, Assistant Planner, informed that staff has been working on a Street Naming Policy and also will be implementing the Addressing Policy. He mentioned that currently the City does not have regulations for this process, but with the adoption of these new policies the City will have set regulations. He added that currently staff has a draft of this policy and have been looking into other policies around Yuma County and the State. The policy is 95% complete and staff is planning a review committee among the departments to have their input on this policy. Once the policy is finalized it will be brought to the Planning and Zoning Commission and City Council for approval.

Council Member Mario Buchanan Jr. mentioned that the reason for this item on the agenda was to find out who selects street names and if there was a policy implemented.

Mayor Gerardo Sanchez mentioned that he would like to set precedence and guidelines to name streets.

Council Member Gloria Torres asked what the current procedures to change a street name are.

Mr. Guzman replied that at this time there is no policy in place, the steps to follow is to obtain signatures of residents living on that street and present those signatures to the City Council for consideration; the street name change will be through the approval/adoption of a resolution.

3.B. Update on any and all matters regarding the traffic control during the Winter season. (Council Member Mario Buchanan Jr.; Craig Higgins, Chief of Police; Jenny Torres, Community Development Director and Eulogio Vera, Public Works Director)

Ms. Jenny Torres, Community Development Director, informed that Eulogio Vera, Public Works Director, Craig Higgins, Chief of Police and Victor Figueroa, Police Lieutenant have been working with the agricultural companies and made a presentation regarding routes and projects that the City will be working on, during this presentation staff also addressed littering.

Council Member Mario Buchanan Jr. stated that he asked for this item to be on the agenda to get a refresher of the bus routes. He mentioned that he still sees agricultural buses on Main Street. He added that when the route was approved, it was agreed that buses were not going to be allowed on Main Street, but he has seen some buses parked on Main Street carrying their portable toilets. He asked why police officers are not taking care of the situation.

Mr. Victor Figueroa, Police Lieutenant, replied that currently the San Luis Police Department (SLPD) is limited in Police Officers. He informed that before the Main Street improvements the SLPD was issuing 76 citations, once the improvements were done and Main Street was opened with the roundabouts, the SLPD went from 76 to 107 citations just in that location, not including 1st Street and Archibald Street. He added that SLPD is lacking manpower, but still have been enforcing the parking on Main Street. He informed that the agricultural companies have the information of the bus routes. Furthermore, he added that it is the company's responsibility to inform their bus and truck drivers of the restrictions and the routes. Lt. Figueroa informed that there has been more traffic than previous years, all this traffic backs up traffic flow on Main Street.

Council Member Mario Buchanan Jr. asked if traffic control will be better this year.

Lt. Figueroa replied that the problem is that the Mexican Port of Entry is not wide enough, then on the Mexican side the main highway that travels to Mexicali, Baja California is right next to the Mexican Port of Entry and this creates a traffic backflow. He informed that the SLPD and the San Luis R.C. Sonora, Mexico Police Department have coordinated to do traffic control on their side. There have been some times that the Mexican Port of Entry only has two lanes open and this creates more traffic on the United States side. When this happens the SLPD gives them a courtesy call, sometimes they open one more lane but sometimes they do not. Also there is the US Customs and Border Protection inspection station going into Mexico. He mentioned that in the future when the San Luis Port II opens for general traffic, traffic will be alleviated on San Luis Port I.

Council Member Mario Buchanan Jr. asked where the unloading locations for agricultural buses are located.

Lt. Figueroa replied that they are located on Urtuzuastequi and 4th Avenue, Del Sol Market and behind Auto Zone.

Mayor Gerardo Sanchez asked if a designated lane will be opened for businesses located on Archibald Street.

Lt. Figueroa replied that last winter season a lane was designated, but it was not used. He informed that this winter season there will be no lanes available for them as it was not utilized last winter season. He added that all three lanes will be designated for traffic going into Mexico.

Council Member Mario Buchanan Jr. asked if there have been any complaints from residents on the east side of Main Street and on the bus routes.

Lt. Figueroa replied that there have been complaints from those residents, not able to cross to King Market, Pizza Hut, etc. He mentioned that he has spoken to those residents and suggested that they need to plan in advance to avoid the peak traffic hours. Lt. Figueroa mentioned that there has been one complaints on the bus routes.

Council Member Mario Buchanan Jr. asked if there have been any damages and/or repairs that have been done due to the traffic on Main Street.

Mr. Eulogio Vera, Public Works Director, replied that there have been some damages to the curbs on Urtuzuastegui and on the raised pave markers around the logo on Main Street. He mentioned that in order to add protection to the logo, it is better to have some curving around it. He mentioned that streets used for agricultural buses are old streets and the City needs to do some overlay or pavement preservation on those streets. He added that agricultural companies have been very supportive with the new routes and there have been no complaints on their side.

Mayor Gerardo Sanchez asked if there was a solution to the pedestrian light on Urtuzuastegui Street. He mentioned that there are some vehicles that still do not stop for pedestrians, as the light is hard to see. He asked if an extra light can be added.

Mr. Vera replied that the solution will be to push back the stop line and also to move the pedestrian button to the sidewalk.

Mayor Gerardo Sanchez asked if the SLPD have issued citations for jaywalking.

Lt. Figueroa replied that there has been some citations issued and officers have been working on educating people about this problem.

Mr. Vera informed that staff has been working on a plan for the commercial semi-trucks utilizing residential streets. He mentioned that the plan is to route them to 8th and 10th Avenues to keep them away from the residential areas to avoid damages to sidewalks.

Mayor Gerardo Sanchez asked if there have been any problems on Juan Sanchez Boulevard on 1st Avenue, now that some improvement were done.

Lt. Figueroa replied that the new crosswalk is creating an issue because it is located before the stop sign. He stated that officers have spoken to the cross guard to use the new crosswalk as they have been using the old crosswalk.

Mr. Vera mentioned that the plan is to remove the stop signs on Juan Sanchez Boulevard and 1st Avenue, once they are removed the SLPD will be helping with the traffic flow.

Mayor Gerardo Sanchez asked if staff has any plans on the table with the expansion of Ed Pastor Elementary School and the addition of the new administration building.

Mr. Vera informed that the expansion is planned to be completed by December 2016 and the new school administration office to be completed by March 2017. He mentioned that a traffic study is being done, which will indicate what other improvements will be needed due to the expansion.

3.C. Update on any and all matters regarding a pedestrian light/traffic light on 9th Avenue and Juan Sanchez Boulevard. (Council Member Mario Buchanan Jr. and Eulogio Vera, Public Works Director)

Council Member Mario Buchanan Jr. made a correction to the item as he provided the wrong information to staff. He added that he wanted to discuss the possibility of installing stop signs between San Luis Lane and Juan Sanchez Boulevard, currently there are no stop signs anywhere.

Mr. Eulogio Vera, Public Works Director, informed that stop signs can be installed. He added that from an engineer's point of view, stop signs should not be used to reduce traffic by users. He mentioned that 10th, 9th, 8th and 6th Avenues are collector roads and should help move traffic. He added that on 6th Avenue there are two (2) stop signs, but staff is looking into removing one (1) of the stop signs and leave one (1) at in the middle to limit the speed on that road. Furthermore he mentioned that if there is a safety concern, staff will look into this item. He informed that stop signs and pedestrian crossings can be placed on that avenue, but it is not recommended.

Vice-Mayor Matias Rosales suggested having officers on that road to make people aware that they need to be cautious driving on that road.

Mr. Vera mentioned that he will work with the San Luis Police Department to find a solution to reduce the speed.

Council Member Mario Buchanan Jr. asked if a traffic light can be placed on 9th Avenue and Juan Sanchez Boulevard.

Mr. Vera replied that staff will have to look into this item; he mentioned that a project assessment is being prepared by Arizona Department of Transportation, but it is still not finalized, as they do not want to generate any conflict with the construction. He added that staff is working into installing a hybrid beacon for pedestrian, to make drivers aware that there is a pedestrian crossing.

4. ADJOURNMENT

MOTION: Council Member Mario Buchanan Jr./Council Member Africa Luna-Carrasco to adjourn the meeting at approximately 7:23 p.m. Motion passed unanimously.