



## NOTICE OF SPECIAL COUNCIL MEETING

In accordance with section 38-431.01 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Members of City Council and to the general public that the Mayor and Council of the City of San Luis, Arizona, will hold a Special City Council meeting at 7:00 p.m. Wednesday, January 20, 2016. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349. Everyone from the public is invited to attend the open meeting.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission of or access to, or treatment of employment in its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in City programs, activities or services contact: ADA/Section 504 Coordinator, City of San Luis Human Resources Department, 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8520.

Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the City Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the City Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.

### THIS NOTICE IS APPROVED BY:

/s/ Sonia Cornelio, City Clerk

## AVISO DE JUNTA ESPECIAL

De acuerdo a la Sección 38-431.01 de los Estatutos Revisados del Estado de Arizona, se le informa a los Miembros del Cabildo y al público en general que el Alcalde y el Cabildo de San Luis, Arizona, tendrán una Junta Especial a las 7:00 p.m. el día Miércoles 20 de Enero del 2016. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349. El público está cordialmente invitado.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación del 1973, la Ciudad de San Luis no discrimina por causa de discapacidad la admisión y acceso a sus programas, actividades, servicios o en el trato en cuanto a empleo. Para más información referente a derechos y provisiones del Acta de Americanos con Discapacidades o Sección 504, o para solicitar adaptaciones que sean razonables para la participación en programas, actividades o servicios de la Ciudad, contactar al: Coordinador del Acta de Americanos con Discapacidades/Sección 504, Departamento de Recursos Humanos de la Ciudad de San Luis, 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8520.

Por medio de este aviso y de acuerdo con los Estatutos Revisados del Estado de Arizona, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar o no dar el consentimiento antes que el Estado o alguna subdivisión política grabe a un menor de edad, ya sea en audio o video. Las juntas del Cabildo se graban en audio y/o video y como resultado, el hecho de que haya menores presentes puede ser sujeto a que sean grabados. Para que los padres de familia puedan ejercer sus derechos, estos ~~deben~~ **deben** dar consentimiento por escrito con la Secretaria de la Ciudad a tal grabación, o tomar acción personal para asegurarse que su hijo/hija menor no esté presente cuando la grabación se lleve a cabo. Si un menor de edad está presente en el momento de la grabación, la Ciudad asumirá que los padres de familia están cediendo los derechos sobre una posible grabación de acuerdo con el Estatuto Revisado del Estado de Arizona §1-602.A.9.

### ESTE AVISO ES APROBADO POR:

/f/ Sonia Cornelio, Actuaría de la Ciudad



**AGENDA**  
**Special Meeting**  
**San Luis City Council**  
**San Luis Council**  
**Chambers**  
**1090 E. Union Street**  
**San Luis, AZ 85349**  
**January 20, 2016**  
**7:00 P.M.**

**MEMBERS OF THE CITY COUNCIL WILL ATTEND EITHER IN PERSON, TELEPHONE, OR VIDEO CONFERENCE COMMUNICATION**

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DISCUSSION AND POSSIBLE ACTION ITEMS:**
  - 3. A.** Discussion and possible action on any and all matters regarding the purchase of a used fire engine and requesting to waive formal purchasing procedures for this purchase. ( **Hank Green, Fire Chief**)
- 4. EXECUTIVE SESSION**

Vote to hold and Executive Session pursuant to A.R.S. §§38-431.03(A)(3), 38-431.03(A)(4) and 38-431(A)(5)

  - 4. A.** Discussion and possible action to hold an Executive Session pursuant to the authority of A.R.S. §§38-431.03(A)(3), 38-431.03(A)(4) and 38-431(A)(5) regarding an employee salary survey, possible implementation, and impacts on existing employee contracts and benefits. ( **Kay Marion Macuil, City Attorney**)
- 5. MOTION TO GO BACK INTO REGULAR SESSION**
- 6. ADJOURNMENT**



## AGENDA ITEM REVIEW FORM

### Special City Council Meeting

3. A.

**Meeting Date:** 01/20/2016

**Department Head:** Hank Green, Fire Chief, Fire Department

**Submitted By:** Hank Green, Fire Chief, Fire Department

**Action Requested:** Motion

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#### ITEM:

Discussion and possible action on any and all matters regarding the purchase of a used fire engine and requesting to waive formal purchasing procedures for this purchase. ( **Hank Green, Fire Chief** )

#### SUMMARY:

On June 8 of 2015, SLE1 experienced an electrical short in the wiring system at the engine area and caught on fire. After examination by a third party agency, it was determined to be a total loss. The City of San Luis received a settlement payment for \$57,137.30 from the Arizona Municipal Risk Retention Pool (AMRRP). The City of San Luis Fire Department has been searching for a replacement vehicle for this apparatus since then and has been in contact with several agencies who are selling a used apparatus.

After contacting the regional organizations or agencies who had used vehicles for sale, we determined that they were either older than the one we had, had extreme miles or engine hours or were no longer available. We have determined our best course of action is to purchase a used vehicle from a company in Henderson, Nevada. Firetrucks Unlimited is an organization that specializes in repair and refurbishing of used fire apparatus. They have an excellent reputation in the industry. Their specialty, beyond repair of a damaged apparatus, is to purchase used apparatus which have been well cared for, have major components (motor, transmission and pump) which are sound and resell them. They resell them to other fire departments in need of (1) a reliable, used vehicle or (2) rehabilitate them by performing any upgrades to the lighting systems, electrical systems, plumbing, paint and lettering for the new owners.

Firetrucks Unlimited has a used fire engine which will meet our immediate and future needs. The apparatus is a used fire engine from Clark County, Nevada, has been well maintained and is a reliable, albeit older vehicle by their standards. It has seen frontline, reserve and training academy status for their organization, recently being sold to Firetrucks Unlimited as surplus property. This engine is one year newer than our old fire engine, which was a 1997 Pierce.

We are requesting authority to spend an amount, not to exceed \$57,137.30 (the amount received from AMRRP). This fire engine would be repainted red (it is presently Clark County yellow) and have reflective stripes and lettering representative of the City of San Luis Fire Department applied. This used apparatus will assume the role as first out fire engine for SLFD (San Luis Engine #1, SLE1). Upon the delivery of our 2016 PIERCE fire engine, it will then be regulated to reserve status San Luis Engine #2 (SLE2). The purchase of this apparatus will benefit the City of San Luis and SLFD in that (1) we will have a reliable fire engine that can be used as a temporary, frontline apparatus when either SLE1 or SLL1 need routine maintenance or repairs, (2) we will have a capable, reliable apparatus to place into service should we experience an major event and can be staffed with recalled off duty personnel and (3) it can be placed into immediate, interim service as San Luis Engine 2 (SLE2) at such time as Fire Station #2 is built and staffed. As SLE2, this apparatus will serve well until such time as a new apparatus can be authorized, at which time it would return to reserve engine status.

I am also asking City Council to waive formal purchase procedures for this purchase. If we were to follow the criteria identified in the Purchasing Code, we would have to publish notice inviting sealed bids in two issues of a newspaper for at least five days prior to the date set to open bids. Additionally, because there are countless vendors of used fire trucks which might be interested in bidding on our apparatus, I suspect we would be inundated with bids and while they may be cheaper than what we are suggesting for purchase, the time needed to evaluate the viability of their product will further delay replacement of our apparatus. Additionally, we believe that this apparatus, because it has been operated in the southwest region of America, there is little probability of chassis and body damage caused by salt and corrosion, typical of areas which experience heavy snow fall and ice conditions; we do not know and/or will have to evaluate other offering to determine the soundness of body and chassis.

The collective opinion at SLFD is that this vehicle will serve us well as the immediate replacement of our front line fire engine between its delivery and the delivery of our new fire engine, continue to serve as a very adequate reserve fire engine upon the delivery of our new fire engine and, considering that its second life at SLFD will be as our reserve engine for SLFD, it could be pressed into service as SLFD Engine #2, allowing for limited, initial capital investment when opening Fire Station #2; allowing for budgeting, design, construction and delivery of a new Engine #2 as response activity demands.

Firetrucks Unlimited is a repair and refurbishing company which will make repairs and modifications to any fire brand or type of apparatus (fire engines, ladder trucks, command vehicles, water tankers, brush trucks, etc.). They also purchase "gently" used and well maintained used apparatus for re-sale and possible refurbishment. The fire engine we are considering for purchase fits all of their criteria for resale or refurbishment. Their apparatus for turn around resale has been evaluated by their mechanics and technicians (150 point checklist) and put through a pump certification test prior to sale. If we were to consider having them completely rebuild the motor, transmission and pump and bring the lights and electrical system up to current standards, this vehicle would cost an estimated \$110,000.00. If we chose to have these systems up-graded or repaired at a later date, the cost will still be very close to the originally quoted \$110,000.00 but we have the luxury of sequencing or phasing these repairs/up-grades over several budget cycles, while still maintaining both of our front line apparatus.

**RECOMMENDATION / SUGGESTED MOTION:**

**I MOVE TO APPROVE THE PURCHASE AS PRESENTED AND WAIVE FORMAL PURCHASE PROCEDURES AS AUTHORIZED BY CITY CODE 36.01(H).**

**Supporting information not attached to the Agenda Item Review Form:**

Supporting information is attached to this Agenda Item Review Form.

**Document to be Recorded?:** No

N/A

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**Fiscal Impact**

**IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:** Yes

**CITY/STATE/FEDERAL FUNDS:** City

**TOTAL:** \$57,140

**BUDGETED:** No

**AVAILABLE TO TRANSFER:** NA

**ACCOUNT #/REMAINING BALANCE:** NA

**FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):**

I am requesting to spend monies received as settlement for our fire engine that caught on fire in June of 2015. Budget amount to be released this fiscal year into account #100-999-90000, capital outlay equipment.

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**Attachments**

Budget Adjustment Form

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## City of San Luis Budget Adjustment Form

Reason for Budget Adjustment:

*Purchase of used fire-truck*

Account Number	Account Name	Approved Budget Fiscal 15/16	Budget to be revised (Add to)	Budget to be decreased (Taken from)	Amended Budget Total
<b>Total</b>			\$	\$	

Department Head \_\_\_\_\_ Date \_\_\_\_\_

City Manager \_\_\_\_\_ Date \_\_\_\_\_

Finance Department \_\_\_\_\_ Date \_\_\_\_\_



## AGENDA ITEM REVIEW FORM

### Special City Council Meeting

4. A.

**Meeting Date:** 01/20/2016

**Department Head:** Kay Macuil, City Attorney, Attorney's Office

**Submitted By:** Kay Macuil, City Attorney, Attorney's Office

**Action Requested:** Motion

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#### ITEM:

Discussion and possible action to hold an Executive Session pursuant to the authority of A.R.S. §§38-431.03(A)(3), 38-431.03(A)(4) and 38-431(A)(5) regarding an employee salary survey, possible implementation, and impacts on existing employee contracts and benefits. **(Kay Marion Macuil, City Attorney)**

#### SUMMARY:

Discussion or consultation with the City Attorney as set-out in the agenda item.

#### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO GO INTO EXECUTIVE SESSION.**

#### Supporting information not attached to the Agenda Item Review Form:

Supporting information is not attached to this Agenda Item Review Form.

**Document to be Recorded?:** No

N/A

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#### Fiscal Impact

**IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:** N/A

**CITY/STATE/FEDERAL FUNDS:** N/A

**TOTAL:** N/A

**BUDGETED:** N/A

**AVAILABLE TO TRANSFER:** N/A

**ACCOUNT #/REMAINING BALANCE:** N/A

**FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):**

Pursuant to ARS §38-431.03(D) no action will be taken. The purpose of this item is only for discussion or consultation for legal advice with the City Attorney.

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