



NOTICE OF REGULAR COUNCIL MEETING

In accordance with §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 Regular City Council meeting at 7:00 p.m., Wednesday, August 22, 2018. 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 recordings. Parents in order to exercise their rights may either file written consent with the City Clerk to such recordings, 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 GIVEN BY:

/s/ Sonia Cornelio, City Clerk

AVISO DE JUNTA REGULAR

De acuerdo con los Estatutos del Estado de Arizona A.R.S. §38-431.01, se le informa a los miembros del Cabildo y al público en general que el Alcalde y el Cabildo, tendrán una Junta Regular a las 7:00 p.m., el día Miercoles, 22 de Agosto del 2018. 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 a la junta.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación del 1973, la Ciudad de San Luis, Arizona 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, Arizona, ubicado en el 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8520.

Por medio de este aviso y de acuerdo con los Estatutos del Estado de Arizona A.R.S §1-602.A.9, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar el consentimiento ante el Estado o cualquiera de sus subdivisiones políticas para hacer una grabación de audio o video de su hijo menor de edad. 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 pueden dar el consentimiento por escrito con la Secretaria de la Ciudad a tal grabación, o tomar acción personal para asegurarse que su hijo 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 los Estatutos del Estado de Arizona A.R.S. §1-602.A.9.

ESTE AVISO ES DADO POR:

/f/ Sonia Cornelio, Actuaría de la Ciudad



AMENDED ON 8/21/2018

AGENDA

**Regular Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
San Luis, AZ 85349
August 22, 2018
7:00 p.m.**

PLEASE TAKE NOTICE THAT MEMBERS OF THE CITY COUNCIL WILL ATTEND EITHER IN PERSON, TELEPHONE, OR VIDEO CONFERENCE COMMUNICATION. THE MAYOR OR ACTING MAYOR FOR THIS MEETING MAY CHANGE THE ORDER OF THE ITEMS; IF AUTHORIZED BY LAW AND BY A MAJORITY VOTE OF A QUORUM OF CITY COUNCIL MEMBERS PRESENT, AN EXECUTIVE SESSION WILL BE HELD IMMEDIATELY FOLLOWING THE VOTE IN ACCORDANCE WITH A.R.S. §38-431.03(A) AND THE MEETING WILL BE TEMPORARILY RECESSED WHILE THE CITY COUNCIL RETIRES TO EXECUTIVE SESSION WHICH WILL NOT BE OPEN TO THE PUBLIC.

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. INVOCATION**
- 4. PRESENTATION/PROCLAMATION**
- 4. A.** Presentation by Ms. Shara Merten, President and Chief Executive Officer, Yuma Community Food Bank. **(Ms. Shara Merten, President and Chief Executive Officer)**
- 4. B. PROCLAMATION**
- September 2018 Card Sign-Up Month
- 5. CONSENT AGENDA**
All matters are considered to be routine by the City Council and will be enacted by one motion. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.
- 5. A. MINUTES OF**
-Regular Council meeting held July 25, 2018
-Work Session scheduled August 1, 2018
-Regular Council meeting held August 8, 2018
- 5. B. DISBURSEMENTS FROM JULY 28, 2018 THROUGH AUGUST 10, 2018**
Total Disbursements \$1,094,536.14
(One Million, Ninety-Four Thousand, Five Hundred Thirty-Six Dollars and Fourteen Cents)

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

- 6. A.** Discussion and possible directions to staff and presentation by Ron Pickett updating San Luis on the Solar Wind Energy Tower project. **(Kay Marion Macuil, City Attorney)**
- 6. B.** Discussion and possible action on any and all matters regarding the appointment of members to serve on the San Luis Complete Count Committee for the Census 2020. **(Jose A. Guzman, Director of Planning and Zoning)**
- 6. C.** Public hearing followed by discussion and possible action on any and all matters regarding recommendation of a Special Event Liquor License application to the Arizona Department of Liquor Licenses and Control to authorize the City of San Luis Parks and Recreation Department to sell alcohol during the Exhibition Baseball Game event to be held on September 27, 2018. **(Lizandro Galaviz, Director Parks and Recreation)**
- A. Open public hearing
1. Presentation by staff and/or applicant
2. Call to the public on this item
- B. Close public hearing
- C. Action on Special Event Liquor Application to the Arizona Department of Liquor Licenses & Control
- 6. D.** Discussion and possible action on any and all matters regarding Resolution No. 2053. A resolution of the Mayor and City Council of the City of San Luis, Arizona authorizing and directing the entering into an intergovernmental agreement with the Gadsden Elementary School District # 32 for the construction and maintenance of a retention basin at Ed Pastor Elementary School. **(Kay Marion Macuil, City Attorney and Eulogio Vera, Director of Public Works)**

7. CALL TO THE PUBLIC

This is the time for the public to comment. Members of the City Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. §38-431.01 (H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

8. SUMMARY OF CURRENT EVENTS

Events by Mayor, Council Members and/or City Manager pursuant to A.R.S. §38-431.02 (K).

9. EXECUTIVE SESSION

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

Discussion and possible action to hold an Executive Session pursuant to A.R.S. §38-431.03(A)(3) and A.R.S. §38-431.03(A)(4) on any and all matters regarding contracts for the manganese filtration project at Well Site 7 for the purpose of discussion or consultation for legal advice or in order to consider the city's position and instruct its attorneys regarding these contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement in order to avoid or resolve litigation. **(Kay Marion Macuil, City Attorney)**

10. MOTION TO GO BACK INTO REGULAR SESSION

11. DISCUSSION AND POSSIBLE ACTION ITEMS:

11. A. Discussion and possible action on any and all matters regarding the retainage on the Manganese Filtration Project for Well Site 7. **(Kay Marion Macuil, City Attorney and Eulogio Vera, Director of Public Works)**

11. B. Discussion and possible action on any and all matters regarding legal services for Well Site #7 issues on the manganese filtration system. **(Kay Marion Macuil, City Attorney and Eulogio Vera, Director of Public Works)**

12. ADJOURNMENT



PRESENTATION

Regular City Council Meeting

4.A.

Meeting Date: 08/22/2018

Presentation Topic/Summary:

Presentation by Ms. Shara Merten, President and Chief Executive Officer, Yuma Community Food Bank. **(Ms. Shara Merten, President and Chief Executive Officer)**



PROCLAMATION

Regular City Council Meeting

4.B.

Meeting Date: 08/22/2018

Title:

PROCLAMATION

- September 2018 Card Sign-Up Month

Attachments

Proclamation - September 2018 Library Card Sign-Up Month



Proclamation

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

SEPTEMBER 2018 LIBRARY CARD SIGN-UP MONTH

WHEREAS, the library card is the most important school supply of all;

WHEREAS, library programs serve students of all ages, from early literacy to homework help to GED classes;

WHEREAS, libraries empower all people to pursue their interests, discover their passions and achieve their highest potential as learners and citizens;

WHEREAS, librarians bring communities together, creating welcoming and inclusive spaces for students of all backgrounds to learn together;

WHEREAS, libraries promote equity, making digital technology and information equally accessible to all;

NOW THEREFORE, I, Gerardo Sanchez, Mayor of City of San Luis, hereby proclaim September 2018 Library Card Sign-up Month in San Luis, Arizona and encourage everyone to sign up for their own library card today.

PASSED AND ADOPTED this _____ day of _____ 2018.

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5.A.

Meeting Date: 08/22/2018

Summary

MINUTES OF

- Regular Council meeting held July 25, 2018
 - Work Session scheduled August 1, 2018
 - Regular Council meeting held August 8, 2018
-

Attachments

7/25/18 RCM

8/01/18 WS

8/08/18 RCM

MINUTES
Regular Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
July 25, 2018
7:00 p.m.

1. CALL TO ORDER/ROLL CALL: Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:03 p.m.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Maria Cecilia Ramos – Via telephone
Council Member Mario Buchanan Jr.
Council Member Africa Luna-Carrasco
Council Member Gloria Torres
Council Member Ruben Walshe

ABSENT: Council Member Matias Rosales

OTHERS PRESENT: Tadeo De La Hoya, City Manager
Francia Alonso, Acting PIO/Assistant to Council
Angel Ramirez, Assistant Fire Chief
Chris Hagen, Management Analyst
Derek Dueñas, I.T. Manager
Eulogio Vera, Director of Public Works
Jenny Torres, Economic Development Manager
Joaquin Campa, Building Plans Examiner
Jesus Meza, Assistant Director of Parks and Recreation
Jorge Mungaray, I.T. Technician
Jorge Perez, Billing & Collections Manager
Jose Guzman, Director of Planning & Zoning
Kay Macuil, City Attorney
Monica Castro, Director of Finance
Ralph Velez, City Consultant
Ric Bauermann, Fire Inspector
Richard Jessup, Acting Chief of Police
Roula Encinas, Accountant I
Lucy Lopez, Reporter

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Gloria Torres.

3. INVOCATION

The Invocation was led by Richard Jessup, Acting Chief of Police.

4. PRESENTATIONS

4. A. Introduction of the City of San Luis new hires for the 2nd quarter from April through June 2018. (Olivia Jenkins, Human Resources Manager and Edgardo Carbajal, HR Coordinator)

Mr. Edgardo Carbajal, HR Coordinator, proceeded to introduce the new hires for the 2nd quarter from April through June, 2018. A list of all new hires is available at the City Clerk's Office. He also explained that the new list included interns from the newly-established Intern program the City of San Luis coordinated with Arizona State University and the University of Arizona.

Mayor Gerardo Sanchez thanked the new hires for thinking of San Luis as their career employer and the student interns for helping establish the new program.

4. B. Presentation and recognition of the 2018 - 2nd Quarter Awardees by the Employee Recognition and Awards Program for their outstanding work with the City of San Luis. (Sgt. Marco Santana and Janet Taylor, ERAP Committee Chairs)

Sgt. Marco Santana and Janet Taylor, ERAP Committee Chairs, with Fausto Gonzales, HR Training & Programs Coordinator, introduced the Employee Recognition and Awards Program awardees and gave them their respective awards.

4. C. Discussion on any and all matters regarding an informational update on the development of a mixed-use commercial project. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, introduced Mr. Ross Wait and Mr. Andis Dimants, Representatives of San Luis Commercial Holdings, to give an update on the commercial projects under development in the 8-acre site at the Northwest corner of the intersection of Highway 95 and County 22. This project consists of a hotel, convenience store, a gas station and other commercial projects.

Mr. Andis Dimants informed the City Council of the advancements made on the project development. He mentioned that there are already leases prepared and operators ready to sign on the longtime basis for the hospitality, gas station and convenience area. He stated that one of the challenges on this project is the new market tax credits, these credits provide significant opportunities and financial benefits to a commercial project, and it also provides significant challenges on the financing part of the project.

Mayor Gerardo Sanchez thanked Mr. Dimants for coming forward and present an update on this project. He mentioned that citizens and the counterparts from San Luis R.C. Sonora, Mexico are very excited about this project. He stated that San Luis is ready for this project.

Mr. Ross Wait commented that it is shocking that a community this size does not have a hotel. He agreed with Mr. Dimants and mentioned that the tax credits have been very challenging. He explained that the way those credits are awarded is that the funds are distributed among the different entities in October, this year they did not award anything. When they decided to award those funds in March there were not enough for all entities. He mentioned that he has spent a lot of time in this project and it will get done.

Mayor Gerardo Sanchez thanked both Mr. Dimants and Mr. Wait for all the time spent on this project to make it happen.

5. CONSENT AGENDA

5. A. MINUTES OF

- Regular Council meeting held June 27, 2018

5. B. DISBURSEMENTS FROM JULY 1, 2018 THROUGH JULY 13, 2018

Total Disbursements \$1,461,013.13

(One Million, Four Hundred Sixty-One Thousand, Thirteen Dollars and Thirteen Cents)

MOTION: Council Member Mario Buchanan Jr. / Council Member Ruben Walshe to approve the Consent Agenda as presented. Motion passed unanimously.

6. DISCUSSION AND POSSIBLE ACTION ITEM:

6. A. Discussion and possible action on any and all matters regarding Resolution No. 2048. A resolution of the Mayor and City Council of the City of San Luis, Arizona declaring the employee benefits plan a public record; approving the employee benefits plan for administration by the San Luis Employee Benefits Trust for the Fiscal Year 2018-2019; and establishing and ratifying an effective date of the plan. (Olivia Jenkins, Human Resources Manager)

Ms. Kay Marion Macuil, City Attorney, asked Mayor and Council to continue this item to the next scheduled meeting, as the Employee Benefits Trust has not been able to hold their meeting to review and approve this item.

MOTION: Council Member Africa Luna-Carrasco/Council Member Ruben Walshe to continue the item to the next scheduled council meeting. Motion passed unanimously.

7. SUMMARY OF CURRENT EVENTS

Mayor Gerardo Sanchez informed that he met with the Arizona-Mexico Commission that visited the area to shoot a promotional video of the border regions. He stated that they will be interviewing each mayor to promote the region.

Vice-Mayor Maria Cecilia Ramos congratulated all mayor's in the area for their collaboration to make this project happen. She thanked Mayor Gerardo Sanchez for the hard work and dedication.

8. CALL TO THE PUBLIC

There were no comments from the members of the public.

9. ADJOURNMENT

MOTION: Council Member Mario Buchanan Jr./Council Member Ruben Walshe to adjourn the regular Council meeting at approximately 7:41 p.m. Motion passed unanimously.

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
August 1, 2018
6:30 p.m.

1. CALL TO ORDER/ROLL CALL: Mayor Gerardo Sanchez called the Work Session to order at approximately 6:34 p.m.

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

ABSENT: Council Member Ruben Walshe

OTHERS PRESENT: Tadeo A. De La Hoya, City Manager
Janet Taylor, Acting City Clerk
Kay Marion Macuil, City Attorney
Axel Chayra, IT Department
Christine Hagen, Management Analyst
Dania Castillo, Economic Development Department
Doming Sosa, IT Department
Eulogio Vera, Director of Public Works
Francia Alonso, Administrative Coordinator
Isaac Gutierrez, GIS Technician
Jenny Torres, Economic Development Manager
Jorge Mungaray, IT Department
Jose Guzman, Director of Planning & Zoning
Lizandro Galaviz, Director of Parks & Recreation
Marco Santana, Police Sergeant
Michael Navarro, Police Department
Monica Castro, Director of Finance
Richard Jessup, Acting Chief of Police
Ric Bauermann, Fire Department
Catalina Navarro, Tribuna de San Luis
Cesar Neyoy, Bajo El Sol
Lucy Lopez, San Luis AZ News
Wendy Lara, Visitor

2. ITEMS FOR DISCUSSION ONLY:

2. A. Discussion and possible directions to staff on any and all matters regarding informational update by the City of San Luis Economic Development Department. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, Mr. Lizandro Galaviz, Director of Parks and Recreation made a presentation on the following projects:

1. **Master Plan for Downtown Parks and Parking Lots**: Ms. Torres informed that this project will be located in 11 acres of Federal Land managed by Bureau of Reclamation and the Yuma County Water Users Association. This project will be located between Main Street and 4th Avenue. The parking lots will consist of approximately 475 parking spaces. The parking lots will also include a walking and bike paths. The city will charge a small fee that will help the improvements of the same area. The park portion consists of the amenities such as: covered ramadas, bench areas, recreation playfield areas, walking paths, street crossings, trees and landscaping. The parks also consists of a splash park, concert pavilion, vendor kiosks, restroom facilities, Police Substation and power area throughout the park. The total project cost is estimated to be \$6.5 million. Ms. Torres mentioned that staff will look for grant to help with the construction of this project. Ms. Torres also presented on the Business Incubator. She informed that there are currently 5 tenants, D&K Plumbing Supply, Arizona Med USA, HAK Construction, LERS and El Aguila. These companies have created over 20 jobs and some of those companies are interested in moving to the bigger suites. She stated that she is planning an event to introduce the new companies to council and staff.

Mayor Gerardo Sanchez thanked staff for their hard work in putting together this plan. He stated that this project is very much needed in the community and residents have been asking for this project.

Council Member Africa Luna-Carrasco thanked staff for the presentation; she mentioned that the splash park is a necessity in the community because of the region San Luis is located at.

Mr. Lizandro Galaviz, Director of Parks & Recreation, stated that splash parks required the usage of a lot of water during the summer. He informed that he will look into options to reduce the water usage or look at other options and grants to make this project happen.

Council Member Matias Rosales suggested adding a YCAT bus stop.

Minutes
Work Session
August 1, 2018
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Mr. Eulogio Vera, Director of Public Works, informed that staff looked into this idea already and there will be an area designated to incorporate the bus stops in the new area.

2. **4FrontEd:** Ms. Torres informed that the contract is expired and will be brought before council for consideration. She added that staff will be proposing a five (5) year plan instead of a yearly contract. She informed that the slogan for 4FrontEd has been changed to "Four States, Two National, One Powerful Region", the new website is being developed and some printed materials. Ms. Torres stated that this entity will continue to promote the region national and internationally. She informed that 4FrontEd is working with a natural gas company, NadBank is also involved from which a grant will be awarded in the amount of \$90,000.00 for a feasibility study and the Town of Wellton is working on a different project.
3. **City of San Luis Incentive Policy:** Ms. Torres stated that as requested by Council she has worked in conjunction with staff and legal counsel in putting together an incentive policy. She presented the draft of this document and asked Council to review this draft and provide feedback. She informed that the City of Yuma has an incentive policy that focuses on recruitment, manufacturing and creation of jobs. She added that this policy was drafted to explore different areas, recruitment of companies, expanding companies, redevelopment, and housing. She asked Council for their input as to in which areas they would like to focus on.

Mayor Gerardo Sanchez stated that the City of San Luis has never had an incentive policy; he asked Council to take the time to review and make suggestions to the policy. He added that it is very important to bring the ideas to create this policy to be competitive with other cities.

Ms. Torres presented an Economic Development video to Mayor, Council and staff.

2. B. Presentation and discussion on any and all matter regarding the San Luis Police Department organizational assessment conducted by LD Consulting LLC. (Richard Jessup, Acting Chief of Police).

Mr. Richard Jessup, Acting Chief of Police, made a power point presentation regarding LD Consulting Audit. He informed that this presentation is a short version of the entire report prepared the LD Consulting Audit. This presentation contained the following slides, What they found, Staffing Update, Administration-Property and Evidence, Administration-Policy and Procedures, Administration-Training, Administration-Communications/Records, Administration-Internal Affairs/PSB/QA, Patrol Division, and

Organizational 5-10 Master Plan. A copy of this presentation is filed with the complete agenda packet in the City Clerk's Office.

Mayor Gerardo Sanchez clarified that not everyone has access to the evidence room, only a particular number of individuals have access to this room.

Chief Jessup agreed with Mayor Gerardo Sanchez and stated that there are only two (2) people in the department that have access to the evidence room. He added that when the audit was being done there were three (3) people that had access. He stated that the audit finding was that the department had a good system, they just recommended to have a cameras to help monitor other areas.

Council Member Matias Rosales asked how far back did the audit go.

Chief Jessup replied that the audit went back to 2013 as far the evidence room concerns, but the auditor might have look at older items.

Mayor Gerardo Sanchez asked if a copy of the previous audit was on file.

Chief Jessup replied that he is not aware of any other audits performed at the department, as nothing was found. He stated that his recommendation will be that in three (3) years, the department performs another audit and thereafter at least every five (5) years.

Mayor Gerardo Sanchez agree with Chief Jessup to perform an audit every five years. He thanked Chief Jessup for the hard work done in getting 50% of the issues resolved.

Council Member Matias Rosales asked if this will be the Police Department's responsibility or Administration's responsibility that this audit gets done every five (5) years. He stated that he just wants to make sure that this does not get overlooked at.

Mr. Tadeo A. De La Hoya, City Manager, mentioned that this should be included in the Police Department's Policy to be a standard practice.

Chief Jessup suggested that this be included in the 5-10 Master Plan and also include it in the policies and procedures for the city.

Vice-Mayor Maria Cecilia Ramos thanked Chief Jessup for the work done with the audit.

3. ADJOURNMENT

MOTION: Council Member Mario Buchanan Jr./Council Member Gloria Torres to adjourn the Work Session at approximately 7:54 p.m. Motion passed unanimously.

MINUTES
Regular Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
August 8, 2018
7:00 p.m.

1. CALL TO ORDER/ROLL CALL: Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:01 p.m.

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

OTHERS PRESENT: Tadeo De La Hoya, City Manager
Sonia Cornelio, City Clerk
Andrea Ruiz, Court Administrator
Carlos Cortes, Assistant Director of Finance
Edgar Juarez, Parks & Recreation
Eulogio Vera, Director of Public Works
Francia Alonso, Acting PIO/Assistant to Council
Isaac Gutierrez, GIS Technician
Jenny Torres, Economic Development Manager
Jesus Meza, Assistant Director of Parks and Recreation
Jorge Mungaray, I.T. Technician
Jose Barragan, Fire Department
Jose Guzman, Director of Planning & Zoning
Kay Macuil, City Attorney
Olivia Jenkins, Human Resources Manager
Richard Jessup, Acting Chief of Police
Eduardo Garcia, Factor Sales Inc.
Javier Vargas, Resident

Jose Luis Reyes Jr., Resident
Lucy Lopez, Reporter

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Gloria Torres.

3. INVOCATION

The Invocation was led by Richard Jessup, Acting Chief of Police.

4. PRESENTATIONS

4. A. Presentation of the San Luis Girls Softball Travel Team who won the 2018 Babe Ruth State Tournament Champions. **(Edgar Juarez, Recreation Coordinator, Parks & Recreation Department)**

Mr. Edgar Juarez, Recreation Coordinator, proudly announced that the 12U Softball Travel Team won the 2018 Babe Ruth State Tournament. He presented certificates of appreciation to the assistant coaches and parents who helped with the softball practices and team.

Mayor Gerardo Sanchez thanked Mr. Juarez and congratulated the travel team and added that he is proud of the talent there is in our youth.

Council Member Matias Rosales congratulated the girls of the softball travel team.

Vice Mayor Maria Cecilia Ramos thanked the coaches and parents and added that the seed that has been planted into our youth is now bringing forth fruit and this is what makes San Luis the 7th safest city in Arizona.

4. B. Presentation by Ms. Shara Merten, President and Chief Executive Officer, Yuma Community Food Bank. **(Ms. Shara Merten)**

This item was not presented and will be placed on the agenda for the next scheduled Council meeting for August 22, 2018.

5. CONSENT AGENDA

5. A. MINUTES OF

- Special Council meeting held July 9, 2018

5. B. DISBURSEMENTS FROM JULY 14, 2018 THROUGH JULY 27, 2018

Total Disbursements \$1,041,951.64

(One Million, Forty-One Thousand, Nine Hundred Fifty-One Dollars and Sixty-Four Cents)

MOTION: Council Member Matias Rosales/Council Member Mario Buchanan Jr. to approve the Consent Agenda as presented. Motion passed unanimously.

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

6. A. Discussion and possible action on any and all matters regarding the award of a construction contract to DPE Construction, Inc. for pavement of Merrill Avenue Improvements Phase II (CDBG Contract #114-18). (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, explained that the city received approximately \$400,000.00 grant funds from the community development block fund of Arizona Department of Housing to do the second phase of Merrill Avenue improvements. A bid opening was held and bids were higher than expected; the two (2) bids were from DPE Construction and SWP Contractors with DPE Construction being the lowest bidder. Ms. Torres added that the bids were reviewed and realized that the project needed to be split into two (2) phases and explained the areas of improvements and starting construction dates.

MOTION: Council Member Matias Rosales/Council Member Africa Luna-Carrasco to accept the bid and approve the contract for the DPE Construction, Inc. for the improvements on Merrill Avenue as presented. Motion passed unanimously.

6. B. Discussion and possible action on any and all matters regarding a contract with James Davey and Associates, Inc. for construction inspection and administration services for International Plaza I Improvements. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, stated that this is another grant received in the amount of \$300,000.00.

James Davey and Associates designed the project, therefore, staff recommends the approval of a contract for the construction inspection and administration services in the amount of \$36,296.00. This will complete the entire subdivision.

Mayor Gerardo Sanchez asked if the park can be beautified. Mr. Jesus Meza, Assistant Director of Parks & Recreation, responded that at this point they are working with Ms. Jenny Torres and are in the planning process.

Mayor Gerardo Sanchez also added that some neighbors are complaining about high speed and the possibility of placing some speed bumps located in that area. Mr. Eulogio Vera, Director of Public Works, stated that he has not received any complaints on speeding in this area, but he will look into that and placing speed bumps is an option.

Council Member Matias Rosales asked what the timeframe and accessibility will be on the project construction on Arden Avenue. Mr. Vera responded that due to the size of the project the completion time will be approximately 120 days, he also added that the city makes sure the contractor provides access to the residents by the end of the workday. Furthermore, Mr. Vera proceeded to explain the process on the restrictions when it comes to paving and grading the streets.

Council Member Gloria Torres thanked Mr. Vera and his employees for their hard work.

MOTION: Vice Mayor Maria Cecilia Ramos/Council Member Mario Buchanan Jr. to approve the Inspection and Administrative Services Contract with James Davey and Associates, Inc. for the International Plaza I Improvements in the amount of \$36,296.00 as presented. Motion passed unanimously.

6. C. Discussion and possible action on any and all matters regarding Resolution No. 2048. A resolution of the Mayor and City Council of the City of San Luis, Arizona declaring the employee benefits plan a public record; approving the employee benefits plan for administration by the San Luis Employee Benefits Trust for the Fiscal Year 2018-2019; and establishing and ratifying an effective date of the plan. ITEM CONTINUED FROM THE REGULAR COUNCIL MEETING HELD JULY 25, 2018. (Olivia Jenkins, Human Resources Manager)

Ms. Olivia Jenkins, Human Resources Manager, explained this resolution is to ratify the benefit plan for employees.

At the Budget Retreat, the funds needed were requested to support the employees' trust fund; there was a change in the third party administrator (TPA). The new TPA reviewed the previous plan to make sure they would be able to provide the same services and they made some minor changes which are indicated on the presentation Ms. Jenkins provided and which is in file with the agenda packet filed at the City Clerk's Office.

Mayor Gerardo Sanchez emphasized on the benefit for physical therapy, he mentioned that most U.S. plan's only offer 24 visits in one year and the City of San Luis offers 60 visits, this is an amazing benefit for the employees and he was very happy when the broker added this benefit. He also added that when the Employee Benefit Trust met, they were able to maintain at a minimal cost the impact to employees for a second year in a row.

Council Member Africa Luna-Carrasco agreed with Mayor Gerardo Sanchez.

MOTION: Council Member Mario Buchanan Jr./Council Member Africa Luna-Carrasco to approve, ratify and adopt Resolution No. 2048 making the benefits plan effective on July 1, 2018. Motion passed unanimously.

6. D. Discussion and possible action on any and all matters regarding Resolution No. 2052. A resolution of the Mayor and City Council of the City of San Luis, Arizona, supporting the establishment of the Census 2020 Complete Count Committee and to encourage every person to be counted. (Jose A. Guzman, Director of Planning and Zoning)

Mr. Tadeo De La Hoya, City Manager, commented as a member of the Board of Directors for the National Association of Latino Elected and Appointed Officials better known as NALEO that accurate census data are key for federal funding allocations to state and localities. Federal resources are divided up between jurisdictions according to what Census data tell us about various communities' demographic characteristics, needs, and assets. In order for Arizona to receive its fair share, the Census Bureau must master the difficult task of accurately counting the state's dynamic, diverse population. Historically, certain hard-to-reach populations are more difficult to count than others. Arizona is home to disproportionate shares of populations that are most frequently undercounted, including children, Latinos and Native Americans. For example, Arizona is the top ten state in the nation in terms of share of its population that is Native American. Although Arizona's urban population has increased in lockstep with other states, there are still a significant number of Arizonans who reside in underdeveloped rural areas with insufficient infrastructure, including parts of the state's

large Navajo, Hopi, and other reservations. Census data have ensured that the state receives significant shares of federal Rural Electrification and Rural Broadband Access loans to help Arizona communities stay safe, healthy, and connected. Arizona is home to a significant number of veterans who are older on average than veterans elsewhere in the country, and who face significant challenges in finding employment and supporting themselves and their families after their service has ended. Thanks to Census data, the Department of Labor allocated about \$17 million to Arizona between Fiscal Years 2000 and 2012 under the Disabled Veterans' Outreach Program. Arizona is known for its beautiful scenery and tourist attractions, much of it located on federal land. Census data help determine how much local Arizona governments lose in local taxes on federally-owned land, and have ensured compensation for those amounts in the form of Payments in Lieu of Taxes from the Department of the Interior: in Fiscal Year 2016, Arizona received more than \$35 million from this program. With Latinos now being the second largest population group and one out of every six Americans, a full and accurate data about the Latino community are critical for our country's economic, social and civic well-being. He added that this resolution establishes participation in the regional Yuma County Complete Count Committee.

Ms. Emely Verdugo, Southern Arizona Partnership Specialist of the U.S. Census Bureau, explained that it is important for small communities to be fully counted and she asked the Mayor and City Council to approve the proposed resolution to be a part of the Regional Yuma County Complete.

Mr. Jose Guzman, Director of Planning & Zoning, stated that the city will later form a local committee which will consist of two (2) city staff members, two (2) community leaders, and two (2) Council Members.

Mr. De La Hoya said that the appointment will be placed on the Agenda scheduled for August 22, 2018 and the training will take place on August 27, 2018 at 10:00 a.m. at Yuma City Hall.

MOTION: Council Member Gloria Torres/Council Member Ruben Walshe to approve Resolution No. 2052. Motion passed unanimously.

7. SUMMARY OF CURRENT EVENTS

Mayor Gerardo Sanchez informed that on August 13 and August 14 the pilot program for the first ever curbs and side recycling is taking place in the City of San Luis. There will be 720 families participating in this recycling program in Los Alamos and Los Jardines; the City of San Luis is partnering with the City of Somerton.

Vice Mayor Maria Cecilia Ramos informed that they met yesterday, August 7, 2018 at La Bodega for the land donation of the future safe house in the city, the land was donated to Tumbaga a non-profit organization, they are just waiting for the letter from the IRS stating that they are officially a non-profit.

Mr. Eulogio Vera, Director of Public Works, informed that the project in downtown San Luis is a Yuma County Flood Control project funded with funds from Yuma County Flood Control that city's residents pay. They have been encountering a lot of conflicts such as unknown utilities in the ground therefore they are moving slower than anticipated. They are about to complete D Street, halfway with C Street and getting started with B Street. This project consists of installing a new stone grain.

Council Member Africa Luna-Carrasco asked if the city is addressing traffic congestions to residents. Mr. Vera responded that the city is doing as much as possible in addressing and coordinating in a way of informing residents of alternative routes to get to a location and access to local businesses is provided.

Mr. Tadeo De La Hoya, City Manager, informed that the complaints on facebook received from residents is regarding the notice given to residents as to what streets will be closed.

8. CALL TO THE PUBLIC

Mr. Jose Luis Reyes Jr., 323 Villa Street, San Luis, AZ, stated that he belongs to a local community church and is a volunteer for a state office. He added that he is interested in a project to help people who have problems with drugs, mental issues, and suicidal kids as he himself had these problems, however someone believed in him. There are homeless residents who do not have a place to live and asked the city if it was possible to assist financially to establish a non-profit organization that will help this type of people who can get integrated back to society.

Mayor Gerardo Sanchez asked Mr. Reyes to provide his information to Ms. Francia Alonso, Assistant to the City Council.

9. EXECUTIVE SESSION

Vote to hold an Executive Session pursuant to A.R.S. §§38-431.03(A)(1)(3) and (4).

Discussion and possible action to hold an executive session pursuant to A.R.S. §38-431.03(A) subsections (1),(3) and (4) on any and all matters relating to the position of

Magistrate to discuss or consider employment, assignment, appointment, including possible discussion of confirmation of appointment and/or discussion of approval of terms and/or conditions pursuant to San Luis City Code §34.20, and consultation with the City Attorney or City's attorneys regarding the same. **(Kay Marion Macuil, City Attorney)**

MOTION: Council Member Africa Luna-Carrasco/Council Member Ruben Walshe to go into Executive Session at approximately 8:00 p.m. Motion passed unanimously.

10. MOTION TO GO BACK INTO REGULAR SESSION

MOTION: Council Member Mario Buchanan Jr./Council Member Africa Luna-Carrasco to go into Regular Session at approximately 8:31 p.m. Motion passed unanimously.

11. DISCUSSION AND POSSIBLE ACTION ITEM:

11. A. Discussion and possible action regarding any and all matters related to the appointment of a Magistrate. **(Tadeo A. De La Hoya, City Manager)**

Ms. Kay Macuil, City Attorney, explained that the contract did not include a start date and asked the Mayor and City Council if a start date could be added to the motion or direct staff to negotiate the start date.

MOTION: Council Member Matias Rosales/Council Member Africa Luna-Carrasco to appoint Nohemy Echavarria as Magistrate and approve and adopt the proposed contract for Magistrate to start as soon as possible. Motion passed unanimously.

ADJOURNMENT

MOTION: Council Member Mario Buchanan Jr./Council Member Ruben Walshe to adjourn the Regular Council meeting at approximately 8:33 p.m. Motion passed unanimously.



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5.B.

Meeting Date: 08/22/2018

Summary

DISBURSEMENTS FROM JULY 28, 2018 THROUGH AUGUST 10, 2018

Total Disbursements \$1,094,536.14

(One Million, Ninety-Four Thousand, Five Hundred Thirty-Six Dollars and Fourteen Cents)

Attachments

Disbursements 8/22/18



City of San Luis

Finance Department

RECEIVED

2018 AUG 15 A 7:19

CITY OF SAN LUIS
OFFICE OF THE CITY CLERK

COUNCIL MEETING AUGUST 22, 2018
Disbursement Reports from 7/28/2018 to 8/10/2018

<u>Bank Accounts</u>	<u>Check Date</u>	<u>Amount</u>	<u>Schedule</u>
Accounts Payable Check Account	8/2/2018	\$ 460,469.73	Schedule A
Payroll Check Account	8/7/2018	\$ 288,031.96	Schedule B
Accounts Payable Check Account	8/13/2018	\$ 346,034.45	Schedule C

Total Disbursements: \$ 1,094,536.14

Please contact Ms. Monica Castro prior to the meeting if additional information is needed.

Prepared by Angelica V. Castro:

Verified by Director of Finance:

For Council approval on:

Mayor:

Council:

Schedule A

City of San Luis

Payment Register

From Payment Date: 7/30/2018 - To Payment Date: 8/2/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
85820	08/02/2018	Open			Accounts Payable	PILKINGTON CONSTRUCTION CO. INC	\$329,561.79		
85821	08/02/2018	Open			Accounts Payable	RAMIREZ MUNGUIA, ARTURO, I	\$96.00		
85822	08/02/2018	Open			Accounts Payable	RDO EQUIPMENT CO.	\$201.86		
85823	08/02/2018	Open			Accounts Payable	RIVERA, MARIA, ELENA	\$75.00		
85824	08/02/2018	Open			Accounts Payable	SABORI, MARIA	\$133.00		
85825	08/02/2018	Open			Accounts Payable	SAN LUIS INDUSTRIAL PARK, LLC	\$3,329.70		
85826	08/02/2018	Open			Accounts Payable	STANDARD PRINTING COMPANY, INC	\$2,354.37		
85827	08/02/2018	Open			Accounts Payable	TYLER TECHNOLOGIES, INC.	\$98,112.97		
85828	08/02/2018	Open			Accounts Payable	US POST MASTER	\$2,652.77		
85829	08/02/2018	Open			Accounts Payable	WESTERN SUN SYSTEMS, INC	\$300.00		
85830	08/02/2018	Open			Accounts Payable	YUMA COUNTY JUSTICE COURT ADMIN.	\$955.00		
85831	08/02/2018	Open			Accounts Payable	YUMA COUNTY WATER USERS	\$45.00		
85832	08/02/2018	Open			Accounts Payable	ZAVALA CHAVOLLA, GERARDO	\$112.00		
44 Transactions							\$460,469.73		

Type Check Totals:

1BYPAYABLE - 1st BY Accounts Payable Totals

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	44	\$460,469.73	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	44	\$460,469.73	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	44	\$460,469.73	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	44	\$460,469.73	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	44	\$460,469.73	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	44	\$460,469.73	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	44	\$460,469.73	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	44	\$460,469.73	\$0.00

Prepared By:
Maggie Dominguez
Date: 8/2/18

Payment Register

From Payment Date: 7/30/2018 - To Payment Date: 8/2/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
<u>Check</u>									
85789	07/30/2018	Open			Accounts Payable	RALPH VELEZ CONSULTING SERVICES	\$5,590.00		
85790	07/30/2018	Open			Accounts Payable	VARELA, LIZETTE	\$160.00		
85791	08/02/2018	Open			Utility Management Refund	ARCEO, MIGUEL & KARINA	\$109.20		
85792	08/02/2018	Open			Utility Management Refund	CORRALES, LIVAN & CHAVEZ, ELIZABETH	\$203.58		
85793	08/02/2018	Open			Utility Management Refund	DIAZ, ANA, M	\$89.35		
85794	08/02/2018	Open			Utility Management Refund	FONSECA, ALEJANDRA	\$186.93		
85795	08/02/2018	Open			Utility Management Refund	HERRERA, ANDREA	\$102.19		
85796	08/02/2018	Open			Utility Management Refund	JUAREZ, EDUARDO, A	\$203.59		
85797	08/02/2018	Open			Utility Management Refund	JUAREZ, JOSHUA	\$219.07		
85798	08/02/2018	Open			Utility Management Refund	LOPEZ, AIRAM	\$146.58		
85799	08/02/2018	Open			Utility Management Refund	LOPEZ, MARIA, A	\$171.58		
85800	08/02/2018	Open			Utility Management Refund	RAMIREZ, MARTHA	\$171.58		
85801	08/02/2018	Open			Utility Management Refund	RIVERA, GUADALUPE	\$58.06		
85802	08/02/2018	Open			Utility Management Refund	RODRIGUEZ, OSVALDO & MA GUADALUPE ALVIZO	\$95.92		
85803	08/02/2018	Open			Utility Management Refund	RUIZ, CHRISTOPHER & MONICA ROMO	\$173.47		
85804	08/02/2018	Open			Utility Management Refund	VEGA JR, VALENTIN	\$211.96		
85805	08/02/2018	Open			Accounts Payable	24-7 GET FIT SL, LLC	\$519.74		
85806	08/02/2018	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$294.00		
85807	08/02/2018	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$80.10		
85808	08/02/2018	Open			Accounts Payable	BORDER GYM FITNESS LLC	\$250.00		
85809	08/02/2018	Open			Accounts Payable	BOTELLO, EMMANUEL	\$253.00		
85810	08/02/2018	Open			Accounts Payable	CASTRO, MONICA	\$44.00		
85811	08/02/2018	Open			Accounts Payable	CHAYRA, AXEL	\$344.00		
85812	08/02/2018	Open			Accounts Payable	CLEAR CHANNEL AIRPORTS	\$167.79		
85813	08/02/2018	Open			Accounts Payable	GAITAN, CESAR	\$253.00		
85814	08/02/2018	Open			Accounts Payable	GUERRERO, JUAN, MANUEL	\$3,520.00		
85815	08/02/2018	Open			Accounts Payable	HILL BROTHERS CHEMICAL CO.	\$6,939.54		
85816	08/02/2018	Open			Accounts Payable	INTERNATIONAL BUSINESS INNOVATION ASSOC	\$525.00		
85817	08/02/2018	Open			Accounts Payable	INTERNATIONAL INSTITUTE OF	\$125.00		
85818	08/02/2018	Open			Accounts Payable	IRON MOUNTAIN INC	\$142.04		
85819	08/02/2018	Open			Accounts Payable	MONEY HANDLING MACHINES INC	\$1,190.00		



Schedule B

Pay Day Register

Pay Date Range 07/21/18 - 08/03/18

Pay Batch 201816

PSPRS POLICE DB RATE - TIER 3	501.45	5,044.83	BUS COMPANY AND DRIVERS	127.62	2,311.95
STANDARD LIFE ADDTNL	808.53	.00	CLERICAL OFFICE/ LIBRARY/	223.45	93,089.93
TRANSWESTERN MEXICAN	96.26	.00	Electrician	57.65	1,836.00
U.S. MEX DENTAL - EE &	592.48	.00	FIREFIGHTERS & DRIVERS	3,159.41	89,757.03
U.S. MEX DENTAL - EE &	63.48	.00	GARBAGE/ ASH/ REFUSE	340.75	5,451.99
UNITED WAY	14.00	.00	MUNICIPAL/ TOWN/	89.00	5,085.78
US & MEX DENTAL= FAMILY	554.82	.00	PARKS- NOC ALL EMPLOYEES	445.10	14,358.24
US & MEX HEALTH = C	6,141.80	.00	POLICE OFFICERS	3,530.45	80,603.39
US & MEX HEALTH = FAMILY	5,041.30	.00	RECREATION- ALL EMPLOYEES/	217.72	15,891.84
US & MEX HEALTH = SP	1,048.60	.00	SEWAGE DISPOSAL/ PLANT	596.29	17,333.86
VSP - VISION FAMILY	621.15	.00	Street or Road Construction	1,486.83	18,516.00
Net	<u>\$288,031.96</u>		WATERWORKS OPERATIONS	<u>509.51</u>	14,683.48
			Total	<u>\$12,089.23</u>	

Direct Deposits	Amount
1st Bank Yuma	22,416.45
ACADEMY BANK	1,651.53
Bank of America	300.00
BBVA COMPASS	678.49
Charles Sch	300.00
Chase Bank	120,148.55
CHASE BANK CA	3,754.54
CHASE BANK MORGAN	1,196.76
chase centro	912.38
Federal Credit Union	33,023.77
HUGHES FCU	100.00
National Bank	500.00
Navy Federal	8,689.94
NetSpend Corporation DD	120.00
NORTH ISLAND CREDIT UNION	998.05
Sunbank	939.10
WASHINGTON FEDERAL	952.06
Wells Fargo	<u>62,359.77</u>
Total	<u>\$259,041.39</u>

Check	\$28,990.57
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Prepared by:
Debora Luna

Date:

Schedule C

City of San Luis

Payment Register

From Payment Date: 8/6/2018 - To Payment Date: 8/9/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
					Open	120	\$346,034.45	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	120	\$346,034.45	\$0.00	
Grand Totals:									
					Checks	Status	Count	Transaction Amount	Reconciled Amount
						Open	120	\$346,034.45	\$0.00
						Reconciled	0	\$0.00	\$0.00
						Voided	0	\$0.00	\$0.00
						Stopped	0	\$0.00	\$0.00
						Total	120	\$346,034.45	\$0.00
					All	Status	Count	Transaction Amount	Reconciled Amount
						Open	120	\$346,034.45	\$0.00
						Reconciled	0	\$0.00	\$0.00
						Voided	0	\$0.00	\$0.00
						Stopped	0	\$0.00	\$0.00
						Total	120	\$346,034.45	\$0.00

Prepared By:
Maggie Dominguez
Date: 8/9/18
C

Payment Register

From Payment Date: 8/6/2018 - To Payment Date: 8/9/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
18YPAYABLE - 1st BY Accounts Payable									
<u>Check</u>									
85833	08/07/2018	Open			Accounts Payable	ALSCO, INC	\$21.11		
85834	08/07/2018	Open			Accounts Payable	ARIZONA BLUE STAKE, INC.	\$310.31		
85835	08/07/2018	Open			Accounts Payable	ARIZONA PUBLIC SERVICE	\$39.90		
85836	08/07/2018	Open			Accounts Payable	BORDER CONSTRUCTION SPECIALTIES	\$468.45		
85837	08/07/2018	Open			Accounts Payable	BSN SPORTS	\$828.55		
85838	08/07/2018	Open			Accounts Payable	CENTURYLINK	\$433.93		
85839	08/07/2018	Open			Accounts Payable	CONSTRUCTION PRODUCT MARKETING, LLC	\$22,855.74		
85840	08/07/2018	Open			Accounts Payable	DESERT WATER	\$1,070.46		
85841	08/07/2018	Open			Accounts Payable	FACTOR SALES, INC.	\$2,097.88		
85842	08/07/2018	Open			Accounts Payable	FASTENAL IND & CONSTRUCTION S.	\$346.92		
85843	08/07/2018	Open			Accounts Payable	GUARDIAN MEDICAL PRODUCTS, LLC	\$495.15		
85844	08/07/2018	Open			Accounts Payable	JUAREZ, EDGAR	\$167.00		
85845	08/07/2018	Open			Accounts Payable	LESLIE'S POOL SUPPLY INC.	\$520.35		
85846	08/07/2018	Open			Accounts Payable	MADRIGAL, ROBERTO	\$167.00		
85847	08/07/2018	Open			Accounts Payable	OFFICE DEPOT	\$1,564.59		
85848	08/07/2018	Open			Accounts Payable	PENN NEON SIGN CO., INC.	\$150.00		
85849	08/07/2018	Open			Accounts Payable	POLAR ICE LLC	\$316.08		
85850	08/07/2018	Open			Accounts Payable	PPEP INC.	\$6,500.00		
85851	08/07/2018	Open			Accounts Payable	ROSALES, MATIAS	\$729.15		
85852	08/07/2018	Open			Accounts Payable	SAM'S CLUB	\$7,802.25		
85853	08/07/2018	Open			Accounts Payable	SIMS MURRAY, LTD.	\$67.50		
85854	08/07/2018	Open			Accounts Payable	VALENCIA, ADALBERTO	\$167.00		
85855	08/07/2018	Open			Accounts Payable	WAXIE SANITARY SUPPLY	\$3,141.88		
85856	08/07/2018	Open			Accounts Payable	WESTERN SUN SYSTEMS, INC	\$190.00		
85857	08/07/2018	Open			Accounts Payable	WESTMOOR ELECTRIC INC.	\$359.64		
85858	08/07/2018	Open			Accounts Payable	YUMA COUNTY RECORDER	\$195.00		
85859	08/07/2018	Open			Accounts Payable	YUMA NURSERY SUPPLY	\$348.40		
85860	08/07/2018	Open			Accounts Payable	YUMA OFFICE EQUIPMENT	\$3,326.29		
85861	08/07/2018	Open			Accounts Payable	YUMA REGIONAL MEDICAL CENTER	\$1,246.99		
85862	08/07/2018	Open			Accounts Payable	CASTRO, MONICA	\$108.00		
85863	08/09/2018	Open			Accounts Payable	CALIFORNIA STATE DISBURSEMENT UNIT	\$160.61		
85864	08/09/2018	Open			Accounts Payable	CHARGO PA, GURSTEL	\$52.21		
85865	08/09/2018	Open			Accounts Payable	FOP/ALC	\$240.00		
85866	08/09/2018	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$100.00		
85867	08/09/2018	Open			Accounts Payable	PIONEER CREDIT RECOVERY, INC	\$147.29		
85868	08/09/2018	Open			Accounts Payable	SAN LUIS POLICE OFFICERS ASSOC	\$480.00		
85869	08/09/2018	Open			Accounts Payable	SUPPORT PAYMENT CLEARINGHOUSE	\$4,197.81		
85870	08/09/2018	Open			Accounts Payable	UNITED WAY OF YUMA COUNTY INC.	\$14.00		
85871	08/09/2018	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS- IAFF	\$600.00		

Payment Register

From Payment Date: 8/6/2018 - To Payment Date: 8/9/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
85872	08/09/2018	Open			Accounts Payable	ALBERT HOLLER & ASSOCIATES	\$2,000.00		
85873	08/09/2018	Open			Accounts Payable	ALDAMA, EMMANUEL	\$55.00		
85874	08/09/2018	Open			Accounts Payable	ALSCO, INC	\$3,362.75		
85875	08/09/2018	Open			Accounts Payable	ARCTIC GLACIER USA INC	\$121.41		
85876	08/09/2018	Open			Accounts Payable	ARELLANO NIEBLAS, ISAAC	\$292.00		
85877	08/09/2018	Open			Accounts Payable	ARIZONA BLUE STAKE, INC.	\$145.01		
85878	08/09/2018	Open			Accounts Payable	ARIZONA BRAKE & CLUTCH SUPPLY	\$237.49		
85879	08/09/2018	Open			Accounts Payable	ARIZONA REFUSE SALES, LLC	\$2,653.92		
85880	08/09/2018	Open			Accounts Payable	ARIZONA STATE TREASURER	\$56,005.53		
85881	08/09/2018	Open			Accounts Payable	AUTOZONE STORES, INC	\$2,018.15		
85882	08/09/2018	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$301.00		
85883	08/09/2018	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$89.00		
85884	08/09/2018	Open			Accounts Payable	BILL ALEXANDER FORD	\$2,422.74		
85885	08/09/2018	Open			Accounts Payable	BINGHAM AUTO & TRUCK PARTS	\$1,673.28		
85886	08/09/2018	Open			Accounts Payable	CAMPA, OMAR	\$158.00		
85887	08/09/2018	Open			Accounts Payable	CAMPA, JOAQUIN	\$133.00		
85888	08/09/2018	Open			Accounts Payable	CARDENAS, ERNESTO	\$55.00		
85889	08/09/2018	Open			Accounts Payable	CDWG	\$1,174.45		
85890	08/09/2018	Open			Accounts Payable	CENTURYLINK	\$265.81		
85891	08/09/2018	Open			Accounts Payable	CENTURYLINK	\$7,991.69		
85892	08/09/2018	Open			Accounts Payable	CITY OF YUMA	\$91,871.15		
85893	08/09/2018	Open			Accounts Payable	COMITE DE BIENESTAR INC	\$500.00		
85894	08/09/2018	Open			Accounts Payable	COPPER STATE BOLTS & NUT CO.	\$865.20		
85895	08/09/2018	Open			Accounts Payable	DE LA CRUZ, ALBERTO	\$40.00		
85896	08/09/2018	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	\$55.00		
85897	08/09/2018	Open			Accounts Payable	DESERT VALLEY SERVICES, INC	\$1,708.12		
85898	08/09/2018	Open			Accounts Payable	DOCUNITED IMAGING, LLC	\$4,658.94		
85899	08/09/2018	Open			Accounts Payable	EXCEPTIONAL WATER SYSTEMS, LLC	\$3,319.30		
85900	08/09/2018	Open			Accounts Payable	FENCING BY S.K. L.L.C.	\$975.00		
85901	08/09/2018	Open			Accounts Payable	FIGUEROA, PATRICIA, ANN	\$545.40		
85902	08/09/2018	Open			Accounts Payable	FISHER CHEVROLET - PARTS	\$241.29		
85903	08/09/2018	Open			Accounts Payable	FRANCO LUNA, ROSSMART , FELIPE	\$370.00		
85904	08/09/2018	Open			Accounts Payable	G&T ALARM CO LLC	\$78.00		
85905	08/09/2018	Open			Accounts Payable	GOMEZ, ALEXIS, I	\$133.00		
85906	08/09/2018	Open			Accounts Payable	GOVERNMENTJOBS.COM, INC	\$9,050.54		
85907	08/09/2018	Open			Accounts Payable	GUARDIAN MEDICAL PRODUCTS, LLC	\$397.28		
85908	08/09/2018	Open			Accounts Payable	GUST ROSENFELD P.L.C.	\$97.50		
85909	08/09/2018	Open			Accounts Payable	IMLA	\$625.00		
85910	08/09/2018	Open			Accounts Payable	JACUINDE, TOMAS	\$376.00		
85911	08/09/2018	Open			Accounts Payable	JAMES COOKE & HOBSON INC.	\$2,634.91		
85912	08/09/2018	Open			Accounts Payable	KENZ & LESLIE OF ARIZONA INC.	\$363.59		
85913	08/09/2018	Open			Accounts Payable	KINGHOSE INDUSTRY LLC	\$750.57		
85914	08/09/2018	Open			Accounts Payable	LAMAR ADVERTISING OF YUMA	\$300.00		
85915	08/09/2018	Open			Accounts Payable	LESLIE'S POOL SUPPLY INC.	\$54.15		

Payment Register

From Payment Date: 8/6/2018 - To Payment Date: 8/9/2018

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
85916	08/09/2018	Open			Accounts Payable	MEDINA, JOSE	\$214.00		
85917	08/09/2018	Open			Accounts Payable	NAVARRO, CAROLINE	\$100.00		
85918	08/09/2018	Open			Accounts Payable	O'REILLY AUTO PARTS	\$1,605.34		
85919	08/09/2018	Open			Accounts Payable	ON TRACK OVERHEAD DOORS	\$125.00		
85920	08/09/2018	Open			Accounts Payable	PACIFIC MEDICAL WASTE	\$59.90		
85921	08/09/2018	Open			Accounts Payable	PAWS AND TAILS FEED AND GRAIN LLC	\$1,066.79		
85922	08/09/2018	Open			Accounts Payable	POWERDMS, INC	\$4,765.09		
85923	08/09/2018	Open			Accounts Payable	PRECISION ELECTRIC CO. INC.	\$975.00		
85924	08/09/2018	Open			Accounts Payable	PREPAID LEGAL SERVICES	\$144.50		
85925	08/09/2018	Open			Accounts Payable	PUBLIC SAFETY PERSONNEL RET SY	\$3,650.00		
85926	08/09/2018	Open			Accounts Payable	PULIDO INIGUEZ, DORADDY, S	\$80.00		
85927	08/09/2018	Open			Accounts Payable	PURCELL TIRE CO.	\$1,689.17		
85928	08/09/2018	Open			Accounts Payable	RAMIREZ MUNGUIA, ARTURO, I	\$288.00		
85929	08/09/2018	Open			Accounts Payable	RAMOS, MARIA, CECILIA	\$172.00		
85930	08/09/2018	Open			Accounts Payable	REDBURN TIRE COMPANY	\$5,675.61		
85931	08/09/2018	Open			Accounts Payable	SAN LUIS AIR CONDITIONING LLC	\$880.00		
85932	08/09/2018	Open			Accounts Payable	SAN LUIS SPEAR POINT SOLAR I, LLC	\$16,034.14		
85933	08/09/2018	Open			Accounts Payable	SANDOVAL, KATIA	\$152.00		
85934	08/09/2018	Open			Accounts Payable	SEGOVIA, ALMA	\$80.00		
85935	08/09/2018	Open			Accounts Payable	SIGN MASTERS	\$183.76		
85936	08/09/2018	Open			Accounts Payable	THE LOZANO LAW FIRM PLLC	\$400.00		
85937	08/09/2018	Open			Accounts Payable	TOPETE, JUAN, CARLOS	\$250.00		
85938	08/09/2018	Open			Accounts Payable	UNITED ROTARY BRUSH CORP	\$2,694.41		
85939	08/09/2018	Open			Accounts Payable	VASQUEZ, JOSE	\$25.00		
85940	08/09/2018	Open			Accounts Payable	VCA ANIMAL HOSPITALS, INC	\$4,226.03		
85941	08/09/2018	Open			Accounts Payable	WBA INC	\$280.79		
85942	08/09/2018	Open			Accounts Payable	YUMA AUTO REBUILDERS	\$5,638.69		
85943	08/09/2018	Open			Accounts Payable	YUMA COMMUNITY FOOD BANK	\$15,000.00		
85944	08/09/2018	Open			Accounts Payable	YUMA COUNTY PUBLIC HEALTH	\$192.00		
85945	08/09/2018	Open			Accounts Payable	YUMA COUNTY TREASURER	\$276.47		
85946	08/09/2018	Open			Accounts Payable	YUMA COUNTY WATER USERS	\$9.00		
85947	08/09/2018	Open			Accounts Payable	YUMA FARM & HOME SUPPLY INC.	\$615.76		
85948	08/09/2018	Open			Accounts Payable	YUMA NURSERY SUPPLY	\$2,274.00		
85949	08/09/2018	Open			Accounts Payable	YUMA PRINTING & GRAPHIC DEPT.	\$1,599.93		
85950	08/09/2018	Open			Accounts Payable	YUMA SUN INC	\$10,980.18		
85951	08/09/2018	Open			Accounts Payable	YUMA WINNELSON CO.	\$243.28		
85952	08/09/2018	Open			Accounts Payable	ZAVALA CHAVOLLA, GERARDO	\$196.00		
Type Check Totals:									
1BYPAYABLE - 1st BY Accounts Payable Totals									
120 Transactions							\$346,034.45		

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	120	\$346,034.45	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	120	\$346,034.45	\$0.00
All	Status	Count	Transaction Amount	Reconciled Amount



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6.A.

Meeting Date: 08/22/2018

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

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

Action Requested: Discussion Item - No Action to be
Taken

ITEM:

Discussion and possible directions to staff and presentation by Ron Pickett updating San Luis on the Solar Wind Energy Tower project. **(Kay Marion Macuil, City Attorney)**

SUMMARY:

Presentation by Ron Pickett updating San Luis on the progress of the Solar Wind Energy Tower Project.

RECOMMENDATION / SUGGESTED MOTION:

Discussion and possible directions to staff only, no action.

N/A

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	No
CITY/STATE/FEDERAL FUNDS:	N/A
TOTAL:	N/A
BUDGETED AMOUNT:	N/A
AVAILABLE AMOUNT TO TRANSFER:	N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	N/A



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6.B.

Meeting Date: 08/22/2018

Department Head: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Submitted By: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the appointment of members to serve on the San Luis Complete Count Committee for the Census 2020. **(Jose A. Guzman, Director of Planning and Zoning)**

SUMMARY:

The 2020 Census will occur on April 1, 2020. The Census is a mandate of the United States Constitution to complete a count every 10 years of everyone residing in the United States. This includes people of all ages, races, ethnic groups, citizens, and non-citizens. The population totals from the 2020 Census will determine the number of seats each state has in the House of Representatives; will be used to redraw state legislative districts, and will determine the funding for programs, projects and state shared revenues.

The Complete Count Committee program is a cooperative effort between governments and the Census Bureau to incorporate local knowledge, expertise, influence and resources to enhance efforts in data collection, recruiting and promotional activities. The creation and use of a Complete Count Committee by local governments is a major vehicle for planning and implementing a locally-based promotion to publicize the importance of Census 2020.

City Council approved Resolution No. 2052 during the regular meeting of August 8, 2018. Resolution No. 2052 established the city's participation in the regional Yuma County Complete Count Committee. San Luis will be represented by two city staff members, two community leaders, and two Council members. City Council needs to appoint members to this committee.

RECOMMENDATION / SUGGESTED MOTION:

(1) I MOVE TO APPOINT CITY STAFF MEMBER JOSE A. GUZMAN TO THE COMPLETE THE COUNT COMMITTEE.

(2) I MOVE TO APPOINT CITY STAFF MEMBER ISAAC GUTIERREZ TO THE COMPLETE THE COUNT COMMITTEE.

(3) I MOVE TO APPOINT COUNCIL MEMBER _____ TO THE COMPLETE THE COUNT COMMITTEE.

(4) I MOVE TO APPOINT COUNCIL MEMBER _____ TO THE COMPLETE THE COUNT COMMITTEE.

(5) I MOVE TO APPOINT COMMUNITY LEADER TADEO A. DE LA HOYA TO THE COMPLETE THE COUNT COMMITTEE.

**(6) I MOVE TO APPOINT COMMUNITY LEADER _____
TO THE COMPLETE THE COUNT COMMITTEE.**

N/A

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: N/A
CITY/STATE/FEDERAL FUNDS: N/A
TOTAL: N/A
BUDGETED AMOUNT: N/A
AVAILABLE AMOUNT TO TRANSFER: N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: N/A
**FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE
BUDGET ADJUSTMENT FORM):**
N/A

Attachments

2020 Census Key Dates
2020 Census Complete Count Committee Guide

2020 Census Key Dates

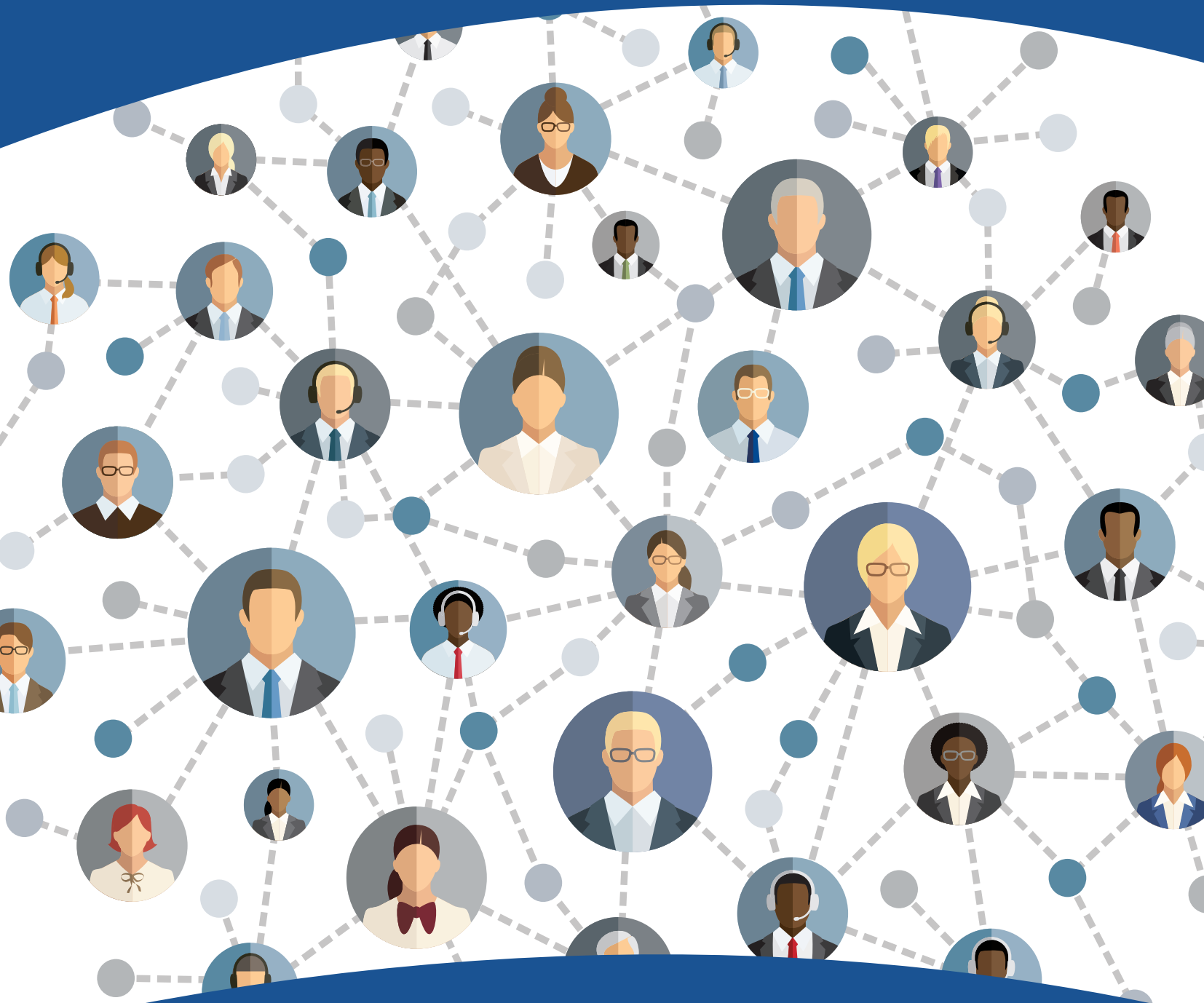
Community Involvement - Offices - Data Collection Operations

January 2018 through September 2019	Engage & Educate Local Leaders, Partners & Communities
April 2019 through January 2020	Promote Participation in the Census Locally
January 2019 & February 2019	Early Area Census Offices Open (these offices run the Address Canvass Operation)
June 2019 through August 2019	Area Census Offices Open (ACOs)
August 2019 through October 2019	Address Canvass Operation in Select areas (~30% of country, high growth & change areas and not part of hand delivery, see below)
March 2020 through June 2020	Call To Action for Residents to Respond (starting March 23)
February 2020 through June 2020	Group Quarters Operations (Count of Residents in Shelters, Dorms, Nursing Homes, Transitory Locations, Prisons, Military Bases, RV Parks, etc. Local governments & Census identify & plan these operations)
Mid-March 2020	Residents Invited to Respond
Individual Housing Units (HUs) Invited by either:	
<u>Mail</u> (to USPS Mailable Addresses)	or <u>Hand Delivery</u> (to Rural/PO Box, non-USPS HU delivery)
1. Letter Mailed	1. List Housing Units (operation is called Update Leave)
2. Reminder Postcard	2. Leave Questionnaire (Spanish in certain areas) &
3. Then Paper Questionnaire	Letter w/other Response Options (internet & phone)
Options to Self-Respond (all residents will have these 3 options & decide what is best for them)	
Internet	Telephone
	Paper
March 23, 2020	Self-Response Begins & Continues through July 2020
APRIL 1, 2020	Census Day – Reference Date = where you live on April 1
Mid-April 2020	Early Non-Response Follow-up (primarily areas around Colleges/Universities where the population leaves before early May)
May 2020 through July 2020	Non Response Follow-up (NRFU) to HUs that do not self-respond (HUs can continue to self-respond during this time)
Late August 2020 through September 2020	Area Census Offices Close
August 2020 through December 2020	Quality Evaluation (re-contact of select HUs)
December 31, 2020	Deliver Counts to the President

2020 Census Complete Count Committee

Guide

D-1280(RV)



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WHY DO WE TAKE THE CENSUS?

The U.S. Constitution (Article I, Section 2) mandates a headcount every 10 years of everyone residing in the 50 states, Puerto Rico, and the Island Areas of the United States. This includes people of all ages, races, ethnic groups, citizens, and noncitizens. The first census was conducted in 1790 and one has been conducted every 10 years since then.

The population totals from the census determine the number of seats each state has in the House of Representatives. States also use the totals to redraw their legislative and school districts. The next census occurs in 2020.

The U.S. Census Bureau must submit state population totals to the President of the United States by December 31, 2020.

The population totals also affect funding in your community, and data collected in the census help decision makers know how your community is changing. Approximately \$675 billion in federal funding is distributed to communities each year.

Will the 2020 Census be the same as 2010?

There are some important changes in 2020:

- We are building a more accurate address list and automating our field operations—all while keeping your information confidential and safe.
- For the first time, you will be able to respond online, by phone, or by mail.
- We will use data that the public has already provided to cut down on in-person follow up visits to nonresponding households.



HOW ARE CENSUS DATA USED?

Census data are widely and wisely used.

Census data are used in many ways. Some examples include:

- Distribution of more than \$675 billion annually in federal funds back to tribal, state, and local governments.
- Redistricting of state legislative districts.
- Forecasting future transportation needs for all segments of the population.
- Determining areas eligible for housing assistance and rehabilitation loans.
- Assisting federal, tribal, state, and local governments in planning and implementing programs, services, and emergency response.
- Designing facilities for people with disabilities, the elderly, and children.



ARE CENSUS DATA REALLY CONFIDENTIAL?

ABSOLUTELY!

All responses to Census Bureau surveys and censuses are confidential and protected under Title 13 of the U.S. Code. Under this law, the Census Bureau is required to keep respondent information confidential. We will never share a respondent's personal information with immigration enforcement agencies, like ICE; law enforcement agencies, like the FBI or police; or allow it to be used to determine their eligibility for government benefits. The results from any census or survey are reported in statistical format only.

Individual records from the decennial censuses are, by law (Title 44, U.S. Code), confidential for 72 years.

In addition, under Title 13, U.S. Code, all Census Bureau employees swear a lifetime oath to protect respondent data. It is a felony for any Census Bureau employee to disclose any confidential census information during or after employment, and the penalty for wrongful disclosure is up to 5 years imprisonment and/or a fine of \$250,000.



WHAT ARE COMPLETE COUNT COMMITTEES?

Complete Count Committees

Complete Count Committees (CCC) are volunteer committees established by tribal, state, and local governments and community leaders or organizations to increase awareness and motivate residents to respond to the 2020 Census. CCCs serve as state and local “census ambassador” groups that play an integral part in ensuring a complete and accurate count of the community in the 2020 Census. Success of the census depends on community involvement at every level. The U.S. Census Bureau cannot conduct the 2020 Census alone.

There are three kinds of Complete Count Committees (other than the State Level CCC):

- Tribal.
- State and local government (regional, county, city, or town).
- Community.

A Complete Count Committee should be formed to:

- Increase the self-response rate for households responding online, by phone, or mailing back their questionnaire through a focused, structured, neighbor-to-neighbor program.
- Utilize the local knowledge, expertise, and influence of each Complete Count Committee member to design and implement a census awareness campaign targeted to the community.
- Bring together a cross section of community members whose focus is 2020 Census awareness.

Let's take a look at these and review the differences between the common types and sizes.

Tribal and Government Complete Count Committees

Complete Count Committees are usually formed by the highest elected official in that jurisdiction, such as a tribal leader, a mayor, county commissioner, or regional chairman. The highest elected official may appoint a chair of the CCC and may then appoint members of the community to serve as members of the CCC. Members appointed could be representative of a cross section of the community, be willing and able to serve until the census is over, and help implement a creative outreach campaign in areas that may pose a challenge in 2020. Members could include persons from the areas of education, media, business, religion, philanthropy, and community groups. Most local government CCCs are small to medium size, depending on the jurisdiction. A town may have a small committee with only 3-5 members, while a city may be medium to large size with anywhere from 10 to more than 100 members, depending the size of the city or tribe.

Since state, county, and regional CCCs cover a larger geography, they tend to be larger in size, with 20-50 members. The size and number of members depends on what works best for each jurisdiction and what will make the most effective and successful

committee. Mayors, county commissioners, and heads of regional boards understand the importance of getting a complete and accurate census count and how census data impact their communities. In previous censuses, the most productive government CCCs had a subcommittee structure. Examples of subcommittees and what they do are covered under "What Is the Subcommittee Structure of a CCC?"

Examples of Tribal and Government Complete Count Committee Strategies

Nationwide, there were over 10,000 Complete Count Committees formed with the Census Bureau during the 2010 Census and the majority of them were local government committees. Here are some of the strategies that worked for them:

- Allocate/obtain funds for the CCC and assign a staff person to work with the committee.
- Set clear, achievable goals and objectives.
- Identify areas of the community that may need extra efforts, either a geographical area or a population group that might be hard to count.
- Use a "grassroots" approach working with community-based organizations and groups who have direct contact with households who may be hard to count.
- Create promotional materials and products customized for the local area.
- Implement special events such as Census Day "Be Counted" parades.
- Build awareness of the census and its benefits and motivate response through social media, newsletters, and other communications.

Sample Activities of Tribal and Government Complete Count Committees

2018-2019

- Develop a list of barriers, groups, or concerns that might impede the progress of the 2020 Census in your local area, such as recent immigrants, non-English speaking groups, high crime areas, and areas with gated communities.
- Create ways to dispel myths and alleviate fears about the privacy and confidentiality of census data.

- Place census messages on water bills, property tax bills, social media, and local speeches and other correspondence generated by the jurisdiction.
- Host a Census Solutions Workshop (see Appendix C) with others in the community.
- Develop and implement activities to involve local government employees in the 2020 Census Awareness Campaign.
- Encourage corporations to become official sponsors of your census activities.
- Have census posters, banners, and other signage placed in highly visible public locations.
- Include the 2020 Census logo and message on bus schedules, brochures, newsletters, social media sites, and your local jurisdiction Web site.
- Sponsor a census booth at county fairs, carnivals, and festivals (especially cultural or ethnic celebrations).
- Sponsor a contest to design a sticker or poster promoting the 2020 Census.
- Have census information available during voter registration drives.

January–March 2020

- Add a census message during meetings, events, and to written or digital/electronic correspondence like social media.
- Provide information on federally funded programs that have benefitted the community.
- Plan a major promotional event around the start of self-response or when households get their invitation to respond. Advise communities that they can respond to the census online.
- Saturate public access areas with easy-to-read and understandable census information customized for your community.
- Ask elected officials to encourage households to complete the census online, by phone, or return the questionnaire by mail.

- Place a census message on all municipal marquees urging households to complete the questionnaire online, by phone, or by mail.

April 2020

- Place public service announcements in local media encouraging households to respond.
- Have census rallies or parades.
- Urge households who do not respond to cooperate with census takers.

Community Complete Count Committees

Community Complete Count Committees are often formed in areas that do not have a government CCC or areas that may require a more targeted outreach approach. Community CCCs may be formed by a community group/organization or a coalition of several organizations. For example, an organization in a predominately elderly community may want to form a CCC in order to build awareness among that population and encourage them to respond when the invitations to respond are delivered. A tenants' association may form a committee to educate tenants about the census and help those needing assistance in completing their census. Community CCCs identify their own chair and committee members. They may choose individuals who are influential leaders or gatekeepers in the community to serve as members or others that will help accomplish the goals of the committee. They may also include foundations or philanthropy groups to fund the committee's activities around a particular audience. Community CCCs are usually small to medium in size with anywhere from 5 to 25 members depending on the sponsoring organization(s) and the size of the community it represents.

Small committees may not need subcommittees, however larger committees may find this structure helps them focus and work more effectively.

Examples of Community Complete Count Committee Strategies

A number of organizations formed Community CCCs in previous censuses. Some examples of these organizations are Community Action Groups, Hispanic Service Center, Delta Sigma Theta Sorority, and Human Development Commission.

Here are some suggestions that worked for them:

- Set clear achievable goals and objectives.
- Identify what the committee will focus on. Some examples include increasing the response rate in public housing communities among cultural/ethnic groups in your area or among students in colleges/universities, outreach and promotion to youth and elderly in the community, or a global approach if no other CCCs are in the area.
- Develop an action plan that includes activities and events which will support your efforts and help you meet your goals and objectives.
- Create promotional materials that appeal to your community.
- Implement special events that will generate interest and participation in the census.
- Use social media to engage your community.

Sample Activities of Community Complete Count Committees

2018–2019

- Make a list of community-based organizations in your area. Hold a meeting with leaders of the organizations and solicit their help in creating a census awareness campaign targeted to community members.
- Host a Census Solutions Workshop with other community-based organizations in your area to come up with innovative and engaging ways to reach your communities.
- Check the community calendar in your area for events. Contact organizations to see if you can have a census table to pass out census materials to increase awareness.
- Plan and solicit sponsors for a “Census Day/Night Street Festival” in late 2019. Think of creative games or activities where census information can be incorporated.

- Develop a 2019 Census Activity Calendar, ask organizations to choose a month in which they will sponsor census activities or promote census awareness.
- Ask organizations to include a census article or message in all of their publications and social media channels from April 2019 to July 2020.

January–March 2020

- Encourage organizations to include 2020 Census on the agenda of their meetings, workshops, or conferences.
- Distribute/post on social media fliers announcing the invitation to respond to the census at busy locations in the community.
- Make public statements of support and the importance of participating in the 2020 Census.

April 2020

- Encourage households to complete the questionnaire online, by phone, or by mail.
- Plan a Census Day event to motivate the community response.
- Look online or check with your census contact person about response rates for your community. If rates are low, plan special events or activities to motivate individuals to respond.
- Remind households if they didn’t respond online, by phone, or mail their questionnaire back, a census worker may come to their home. Encourage households to cooperate with census workers.

May 2020

- Continue to encourage community individuals to cooperate with census workers.
- Evaluate what worked best for your community and briefly report this information to your census contact.
- Celebrate your success and thank all those involved in making it happen.



WHEN SHOULD A COMPLETE COUNT COMMITTEE ORGANIZE?

Get Organized RIGHT NOW!

Although the 2020 Census may seem a ways off, the census awareness campaign should start TODAY. The 2020 Census jobs are being advertised. Households will begin to experience, by the end of 2019, some type of census operation such as address listing. These operations are necessary to verify the accuracy and location of each address in the United States.

The immediate formation of a CCC will ensure that local households are kept abreast of the various census operations before the information is nationally circulated.

The more informed households are about the 2020 Census operations, the better their understanding of the census process becomes, thus increasing their willingness to be a part of the successful enumeration in 2020.



WHAT IS THE SUBCOMMITTEE STRUCTURE OF A CCC?

The Structure

The Census Bureau partnership staff will serve as a liaison or an informational resource.

The operation of the CCC flows from the tribal leader or highest elected official or community leader to the chairperson, the committee members, and/or to the community at large.

The tribal leader or highest elected official or community leader appoints a chairperson. The chairperson is the liaison or main source of contact between the CCC and the Census Bureau.

The chairperson collaborates with the highest elected official or community leader to select subcommittee chairs.

The CCC should involve every aspect of a local community in its subcommittee structure—government, education, faith-based organizations, media, community-based organizations, business, foundations or other philanthropic organizations, and recruiting. **The Census Bureau does not manage Complete Count Committees.**

The following are examples of a typical subcommittee structure. Other subcommittees may be formed based on the focus of the CCC or the needs of the community. Examples of other subcommittee topics are migrant and seasonal farmworkers, children/youth services, immigrants, senior services, and the disabled community.

The subcommittee chairpersons may recruit members for their respective teams. The ideal candidates for a Complete Count Committee are those community members who have

expertise, influence, and experience in the area of the respective committee. Committees that invest time, resources, and energy in this project are more productive and successful.

Recruiting subcommittee—Disseminates information about census job openings for the 2020 Census. Information will include the number of jobs available and types of jobs available.

Government subcommittee—Assists in all activities between the Census Bureau and the local government, such as participation in decennial geography programs and identifying other resources for CCC activities.

Education subcommittee—Facilitates census awareness for local schools from prekindergarten through twelfth grade, as well as postsecondary education institutions in the area. May also encourage school administrators, teachers, and students to use Statistics in Schools materials.

Faith-based subcommittee—Creates and coordinates activities and materials that can be

used by any local faith-based institution in the promotion of the 2020 Census awareness and participation.

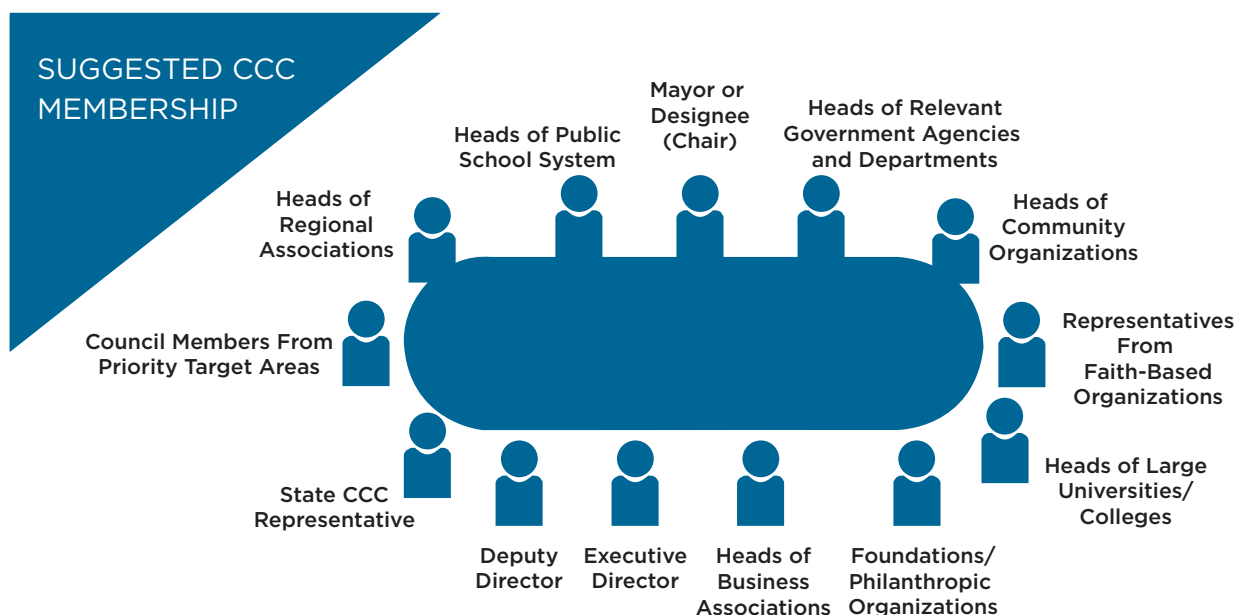
Media subcommittee—Facilitates ways to get the census message to all community households, using all available sources such as local newspapers, newsletters, fliers, local festivals, billboards, social media, radio, and television.

Community-based organizations subcommittee—Collaborates with community organizations to inform individuals of the importance of participating in the 2020 Census and the benefits derived from census data.

Business subcommittee—Creates and coordinates activities that involve businesses in census awareness, such as distribution of census information and census messages on packaging (grocery bags) and the inclusion of the census logo and message on sales promotion materials.

Figure 1.

Suggested CCC Membership



*Partnership Specialist is advisor and Census Bureau liaison to Municipal CCCs



SUMMARY: THE BENEFITS OF COMPLETE COUNT COMMITTEES

CCCs speak the language of and know the pulse of its community, therefore establishing an information highway that even the internet cannot rival—neighbor informing neighbor.

The CCCs will help ensure an accurate 2020 Census count.

The CCCs gain valuable knowledge about the census process at the local level and develop a plan to impart that knowledge to each and every household as only neighbors and fellow stakeholders can do.

The CCCs help maximize participation and response rates by increasing awareness throughout the 2020 Census.

APPENDIX A:

50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over \$675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- Development of rural areas.
- Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.
- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- Facilitating scientific research.
- Developing “intelligent” maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as background for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.
- Directing services to children and adults with limited English proficiency.
- Planning urban land use.
- Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.

APPENDIX B:

UNDERSTANDING THE LANGUAGE OF THE 2020 CENSUS

GLOSSARY

The 2020 Census From A to Z

A

Address Canvassing

The Address Canvassing program implements methods to improve and refine the U.S. Census Bureau's address list in advance of the 2020 Census enumeration. The Census Bureau needs the address and physical location of each living quarter in the United States and Puerto Rico to conduct and tabulate the census. An accurate list ensures that residents will be invited to participate in the census and that the census counts residents in the correct location.

American Community Survey (ACS)

A monthly sample household survey conducted by the Census Bureau to obtain information similar to the long-form census questionnaire. The ACS is sent to a small percentage of the U.S. population on a rotating basis. First tested in 1995, it replaced the long form for the 2010 Census. Since 2004, ACS has provided annual data for social and economic characteristics for many geographic areas and population groups.

Area Census Office (ACO)

A temporary office established to oversee census operations in a specific area. These operations include address listing field work, local recruiting, and visiting households to conduct the 2020 Census.

C

Census Bureau

An agency within the U.S. Department of Commerce and the country's preeminent statistical collection and dissemination agency. It publishes a wide variety of statistical data about people, housing, and the economy of the nation. The Census Bureau conducts approximately 200 annual surveys, conducts the

decennial census of the U.S. population and housing, the quinquennial economic census, and the census of governments.

Census Day

The reference date for collection of information for a census. For the decennial census, this has been April 1 of the decade year (year ending with zero) since the 1930 Census. April 1, 2020, is the reference date, Census Day, for the 2020 Census.

Census Information Center (CIC)

The CIC program was established in 1988, when the Census Bureau and the National Urban League entered into a joint agreement to create a pilot project to make census data and information available to minority communities. Over the next 2 years, the Census Bureau added four additional organizations to the pilot program; the National Council of La Raza, the Asian and Pacific Islander American Health Forum, Americans for Indian Opportunity, and the Southwest Voter Research Institute (now the William C. Velasquez Institute).

In 2000, the CIC network became an official Census Bureau program. That year, the Census Bureau expanded the network to a total of 59 organizations.

Census Solutions Workshop

A Census Solutions Workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. The Census Solutions Workshop is specifically geared to generate new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.

Commitment

An agreement or pledge to carry out a particular task or activity that will in some way help the census achieve its goals.

Complete Count Committee (CCC)

A volunteer committee established by tribal, state, and local governments, and/or community organizations to include a cross section of community leaders, including representatives from government agencies; education, business, and religious organizations; community agencies; minority organizations; and the media. The committees are charged with developing and implementing a 2020 Census outreach, promotion, recruiting, and enumeration assistance plan of action designed to target and address the needs of their communities.

Confidentiality

The guarantee made by law (Title 13, U.S. Code) to individuals who provide information to the Census Bureau, ensuring that the Census Bureau will not reveal information to others.

D

Decennial Census

The census of population and housing taken by the Census Bureau in each year ending in zero. Article I, Section 2, of the U.S. Constitution requires that a census be taken every 10 years for the purpose of apportioning the U.S. House of Representatives. The first census of population was taken in 1790.

E

Enumeration

The process of interviewing people and recording the information on census forms.

Enumerator

A Census Bureau employee who collects census information by visiting households during census field operations.

G

Group Quarters (GQ)

The Census Bureau classifies all people not living in housing units as living in group quarters. There are two types of group quarters: institutional group

quarters (for example, correctional facilities for adults, nursing homes, and hospice facilities) and noninstitutional group quarters (for example, college/university student housing, military quarters, and group homes).

H

Hard to Count (HTC)

Groups or populations who have historically been undercounted and/or traditionally have not responded well to the decennial census questionnaire, such as ethnic/minority populations, renters, and low income households.

Hard to Enumerate (HTE)

An area for which the environment or population may present difficulties for enumeration.

Highest Elected Official (HEO)

The elected or appointed person who is the chief executive official of a governmental unit and is most responsible for the governmental activities of the governmental unit such as the governor of a state, chair of a county commission, or mayor of an incorporated place, tribal leader, or chairman.

Household (HH)

A person or group of people who occupy a housing unit as their usual place of residence. The number of households equals the number of occupied housing units in a census.

Housing Unit (HU)

A house, townhouse, mobile home or trailer, apartment, group of rooms, or single room that is occupied as separate living quarters or, if vacant, is intended for occupancy as separate living quarters.

M

Master Address File (MAF)

A Census Bureau computer file of every address and physical location, including their geographic locations, that will be used to conduct the next decennial census, as well as some ongoing surveys. This address file is updated throughout the decade and is supplemented by information provided by tribal, state, and local governments.

N

Nonresponse (NR)

A housing unit for which the Census Bureau does not have a completed questionnaire and from which the Census Bureau did not receive a telephone or Internet response.

Nonresponse Followup (NRFU)

A field operation designed to obtain a completed interview from households where a self-response was not received. Enumerators will make personal visits to these households to obtain completed interviews. The enumerator will collect respondents' answers to interview questions or information about the status of the housing unit (for example, vacant or nonexistent). If all attempts to contact the individuals of a household are unsuccessful, an enumerator will obtain as much information as possible about the household from a neighbor, building manager, or another reliable source.

P

Partner

A partner is a group or individual that commits to participate in some way with census activities.

Partnership

An agreement with tribal, state, and local governments, national organizations, and community groups (faith-based organizations, businesses, media, schools, etc.) that allows their active participation in various census activities.

Partnership Specialist

The Partnership Specialist takes a lead role in outreach and promotional efforts before and during census operations. Their main duties are increasing awareness and outreach in communities and gaining cooperation and participation from those communities.

Privacy Act

The Privacy Act of 1974 requires that each federal agency advise respondents of their rights. Specifically, every respondent must know under what law the information is being collected, how the information will be used, whether he or she must answer the questions, and the consequences of not answering the questions.

R

Regional Census Center (RCC)

One of six temporary Census Bureau offices established to manage census field office and local census office activities and to conduct geographic programs and support operations.

Regional Office (RO)

One of six permanent Census Bureau offices that direct and advise local census offices for the 2020 Census. The Regional Office also conducts some one-time and ongoing Census Bureau surveys, such as the Current Population Survey (CPS), which is used to publish unemployment figures each month, and the American Community Survey (ACS), a nationwide survey designed to obtain information similar to long-form data and to provide communities a fresh, more current look at how they are changing.

Respondent

The person who answers the Census Bureau's questions about his or her living quarters and its occupants. The respondent is usually the member of the household who owns or rents the living quarters.

Response Outreach Area Mapper (ROAM)

A Web mapping application developed to make it easier to identify hard-to-count areas and to provide a socioeconomic and demographic characteristic profile of these areas using American Community Survey estimates available in the Census Bureau Planning Database, available at <www.census.gov/roam>.

S

Self-Response

Self-response is where households complete and return their census questionnaire in a timely manner, directly to the Census Bureau, without requiring a census worker to visit the house to obtain their responses in person. Self-response—by internet, mail, or phone—is significantly less costly than in-person followup.

State Data Center (SDC)

The State Data Center (SDC) program is one of the Census Bureau's longest and most successful partnerships. This partnership between the 50 states, the

District of Columbia, Puerto Rico, the island areas, and the Census Bureau was created in 1978 to make data available locally to the public through a network of state agencies, universities, libraries, and regional, and local governments.

The SDC lead organization is appointed by the Governor of each state/commonwealth, Puerto Rico, the Island Areas (American Samoa, Guam, The Commonwealth of the Northern Mariana Islands, Virgin Islands) or the mayor of the District of Columbia.

Since its creation, the SDC network has provided access and education on Census Bureau data and products as well as other statistical resources to millions of data users.

Statistics in Schools (SIS)

A national program component of the 2020 Census with an emphasis on kindergarten through eighth grade students in schools located in hard-to-count areas. The purpose of Statistics in Schools is to educate all of the nation's K-12 students about the importance of the 2020 Census.

T

Title 13 (U.S. Code)

The collection of laws under which the Census Bureau operates. This law guarantees the confidentiality of census information and establishes penalties for disclosing this information. It also provides the authorization for conducting censuses in Puerto Rico and the Island Areas.

Transitory Locations

Sites that contain movable or mobile housing that may include transitory units such as boats, motorized recreational vehicles or trailers, tents, or other types of portable housing.

Transitory locations also include hotels or motels if being occupied on a transitory basis because the occupants have no other residence.

U

Update Enumerate (UE)

The UE operation is designed to update the address and feature data and enumerate respondents in person. UE is designated to occur in areas where the initial visit requires enumerating while updating the address frame, in particular in remote geographic areas that have unique challenges associated with accessibility.

Update Leave (UL)

This operation is designed to update the address and feature data and leave a choice questionnaire package at every housing unit (HU) identified to allow the household to self-respond. UL is designed to occur in areas where the majority of HU do not either have mail delivered to the physical location of the housing unit, or the mail delivery information for the HU cannot be verified.

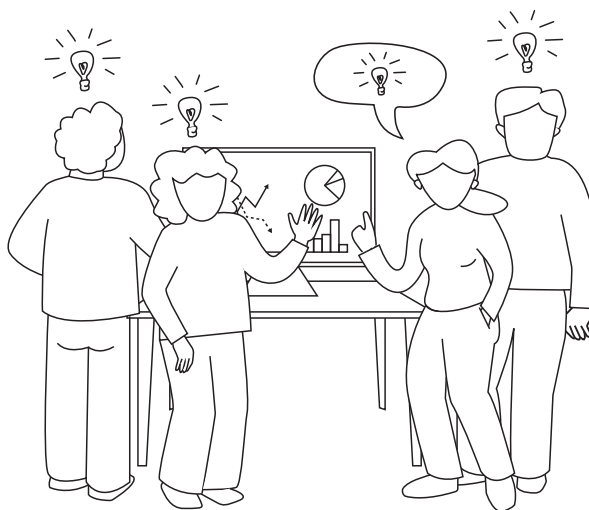
V

Value Added

Refers to any service or activity provided by partners that would ordinarily require payment such as room/space for training, use of staff time, and use of other business resources.

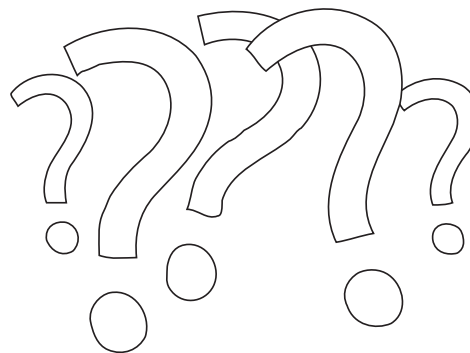
What Is A Census Solutions Workshop?

A solutions workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. A Census Solutions Workshop generates new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.



Why It Matters

A complete count ensures accurate census data that is critical for government programs, policies, and decision-making, but participation in Census Bureau surveys has declined in recent decades. We want to support your efforts to generate innovative and engaging ways to reach your communities.



How Can You Host A Workshop?

Businesses, city officials, community-based organizations, or anyone else can host a workshop. We created a toolkit to give you step-by-step guidance on how to host one.

The toolkit is available at:
www.census.gov/partners.

For more information, please contact us at:
census.partners@2020census.gov.





CONTACT INFORMATION

For additional information about the Complete Count Committee Program, please contact your regional census center.

If you reside in:	Please contact:
Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, and South Carolina	ATLANTA Atlanta.rcc.partnership@2020census.gov
Arkansas, Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, and Wisconsin	CHICAGO Chicago.rcc.partnership@2020census.gov
Arizona, Colorado, Kansas, Montana, Nebraska, New Mexico, North Dakota, South Dakota, Oklahoma, Texas, Utah, and Wyoming	DALLAS Dallas.rcc.partnership@2020census.gov
Alaska, California, Hawaii, Idaho, Nevada, Oregon, and Washington	LOS ANGELES Los.Angeles.rcc.partnership@2020census.gov
Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, Vermont, and Puerto Rico	NEW YORK New.York.rcc.partnership@2020census.gov
Delaware, District of Columbia, Kentucky, Maryland, Ohio, Pennsylvania, Tennessee, Virginia, and West Virginia	PHILADELPHIA Philadelphia.rcc.partnership@2020census.gov



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6.C.

Meeting Date: 08/22/2018

Department Head: Lizandro Galaviz, Director of Parks & Recreation, Parks & Recreation Department

Submitted By: Lizandro Galaviz, Director of Parks & Recreation, Parks & Recreation Department

Action Requested: Motion
Public Hearing

ITEM:

Public hearing followed by discussion and possible action on any and all matters regarding recommendation of a Special Event Liquor License application to the Arizona Department of Liquor Licenses and Control to authorize the City of San Luis Parks and Recreation Department to sell alcohol during the Exhibition Baseball Game event to be held on September 27, 2018. **(Lizandro Galaviz, Director Parks and Recreation)**

- A. Open public hearing
 - 1. Presentation by staff and/or applicant
 - 2. Call to the public on this item
- B. Close public hearing
- C. Action on Special Event Liquor Application to the Arizona Department of Liquor Licenses & Control

SUMMARY:

The City of San Luis Parks and Recreation Department is requesting to sell alcohol during the Exhibition Baseball event to be held on September 27, 2018, at Joe Orduño Park located at 965 N. Park Ave San Luis, AZ from 4:00 pm to 11:30 pm.

RECOMMENDATION / SUGGESTED MOTION:

A. I MOVE TO OPEN PUBLIC HEARING.

- 1. Presentation by staff and/or applicant presentation
- 2. Call to the public on this item

B. I MOVE TO CLOSE PUBLIC HEARING.

C. I MOVE TO RECOMMEND APPROVAL TO THE ARIZONA DEPARTMENT OF LIQUOR LICENSES AND CONTROL A SPECIAL EVENT LIQUOR LICENSE FOR THE CITY OF SAN LUIS THROUGH ITS PARKS AND RECREATION DEPARTMENT AS PRESENTED.

N/A

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	No
CITY/STATE/FEDERAL FUNDS:	N/A
TOTAL:	N/A
BUDGETED AMOUNT:	N/A
AVAILABLE AMOUNT TO TRANSFER:	N/A

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: N/A

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

There is no associated fiscal impact with this item

Attachments

Application for Special Event License



Arizona Department of Liquor Licenses and Control
800 W Washington 5th Floor
Phoenix, AZ 85007-2934
www.azliquor.gov
(602) 542-5141

FOR DLIC USE ONLY

Event Date(s):

Event time start/end:

CSR:

Job #:

APPLICATION FOR SPECIAL EVENT LICENSE
Fee= \$25.00 per day for 1-10 days (consecutive)
Cash Checks or Money Orders Only

A service fee of \$25.00 will be charged for all dishonored checks (A.R.S § 44-6852)

IMPORTANT INFORMATION: This document must be fully completed or it will be returned.

The Department of Liquor Licenses and Control must receive this application ten (10) business days prior to the event. If the special event will be held at a location without a permanent liquor license or if the event will be on any portion of a location that is not covered by the existing liquor license, this application must be approved by the local government before submission to the Department of Liquor Licenses and Control (see Section 12).

SECTION 1 Name of Organization, Candidate or Political Party/Govt: City of San Luis, Arizona

Name of Licensed Contractor **only** (if any): _____

SECTION 2 Non-Profit/IRS Tax Exempt Number: 86-0376164

SECTION 3 Event Location: Joe Orduno Park

Event Address: 965 N. Park Ave San Luis, Arizona 85349

SECTION 4 Applicant must be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.

1. Applicant: Galaviz Lizandro R. 05/05/1970
Last First Middle Date of Birth
2. Applicant's mailing address: PO Box 1170 San Luis Arizona 85349
Street City State Zip
3. Applicant's home/cell phone: (928) 919-8613 Applicant's business phone: (928) 341-8535
4. Applicant's email address: lgalaviz@cityofsanluis.org

NOTARY

I, (Print Full Name) Lizandro R. Galaviz, hereby declare that I am the APPLICANT, I have read this document and verify the contents and all statements are true, correct and complete to the best of my knowledge.

X (Signature)

Applicant Signature

State of ARIZONA County of YUMA
the foregoing instrument was acknowledged before me this

13TH of AUGUST 2018
Day Month Year

My commission expires on: 09/28/2021



Janet Taylor
Signature of NOTARY PUBLIC

SECTION 5 Will this event be held on a currently licensed premise and within the already approved premises? ☐ Yes ☒ No
(If yes, Local Governing Body Signature not required)

Name of Business

License Number

Phone (Include Area Code)

SECTION 6 How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors? Please read R-19-318 for explanation and check one of the following boxes.

- ☐ Place license in non-use
☐ Dispense and serve all spirituous liquors under retailer's license
☒ Dispense and serve all spirituous liquors under special event
☐ Split premise between special event and retail location

(IF USING RETAIL LICENSE, PLEASE SUBMIT A LETTER OF AGREEMENT FROM THE AGENT/OWNER OF THE LICENSED PREMISES TO SUSPEND OR RUN CONCURRENT WITH THE PERMANENT LICENSE DURING THE EVENT. IF THE SPECIAL EVENT IS ONLY USING A PORTION OF THE PREMISES, AGENT/OWNER WILL NEED TO SUSPEND THAT PORTION OF THE PREMISES.)

SECTION 7 What is the purpose of this event?

- ☒ On-site consumption ☐ Off-site (auction/wine/distilled spirits pull) ☐ Both

SECTION 8

1. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?

☐ Yes ☒ No (If yes, attach explanation.)

2. How many special event days have been issued to this organization during the calendar year? 0
(The number cannot exceed 10 days per year.)

3. Is the organization using the services of a licensed contractor or other person to manage the sale or service of alcohol?

☐ Yes ☒ No (If yes, must be a licensed contractor or licensee of series 6, 7, 11, or 12)

4. List all people and organizations who will receive the proceeds. Account for 100% of the proceeds. The organization applying must receive 25% of the gross revenues of the special event liquor sales. Attach an additional page if necessary.

Name City of San Luis (Parks and Rec. Dept.) Percentage: 75 %

Address PO Box 1170 San Luis, Arizona 85349

Name San Luis Frontera Rotary Percentage: 25%

Address PO Box 13926 San Luis Arizona 85349

Street

City

State

Zip

Please read A.R.S. § 4-203.02 Special event license; rules and R19-1-205 Requirements for a Special Event License.

Note: ALL ALCOHOLIC BEVERAGE SALES MUST BE FOR CONSUMPTION AT THE EVENT SITE ONLY.

NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN AUCTION WINE OR DISTILLED SPIRITS PULL SEALED CONTAINERS OR THE SPECIAL EVENT LICENSE IS STACKED WITH WINE /CRAFT DISTILLERY FESTIVAL LICENSE.

5. What type of security and control measures will you take to prevent violations of liquor laws at this event?
(List type and number of police/security personnel and type of fencing or control barriers, if applicable.)

4 _____ Number of Police 8 _____ Number of Security Personnel ☒ Fencing ☒ Barriers

Explanation: Fencing and barricades will be placed around designated consumption area.

Entrance and exit signs will be posted.

SECTION 9 Dates and Hours of Event. Days must be consecutive but may not exceed 10 consecutive days.
See A.R.S. § 4-244(15) and (17) for legal hours of service.

PLEASE FILL OUT A SEPARATE APPLICATION FOR EACH "NON-CONSECUTIVE" DAY

	Date	Day of Week	Event Start Time AM/PM	License End Time AM/PM
DAY 1:	<u>Sept. 27, 2018</u>	<u>Thursday</u>	<u>4:00 pm</u>	<u>11:30 pm</u>
DAY 2:	_____	_____	_____	_____
DAY 3:	_____	_____	_____	_____
DAY 4:	_____	_____	_____	_____
DAY 5:	_____	_____	_____	_____
DAY 6:	_____	_____	_____	_____
DAY 7:	_____	_____	_____	_____
DAY 8:	_____	_____	_____	_____
DAY 9:	_____	_____	_____	_____
DAY10:	_____	_____	_____	_____

SECTION 11 License premises diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense or serve alcoholic beverages under the provisions of your license. Please attach a diagram of your special event licensed premises. Please show dimensions, serving areas, fencing, barricades, or other control measures and security position.

ATTACH DIAGRAM

Please contact the local governing board for additional application requirements and submission deadlines. Additional licensing fees may also be required before approval may be granted. For more information, please contact your local jurisdiction.

LOCAL GOVERNING BOARD

Date Received: _____

I, _____ recommend ☐APPROVAL ☐DISAPPROVAL
(Government Official) (Title)

On behalf of _____, _____, _____, _____
(City, Town, County) Signature Date Phone

DLLC USE ONLY

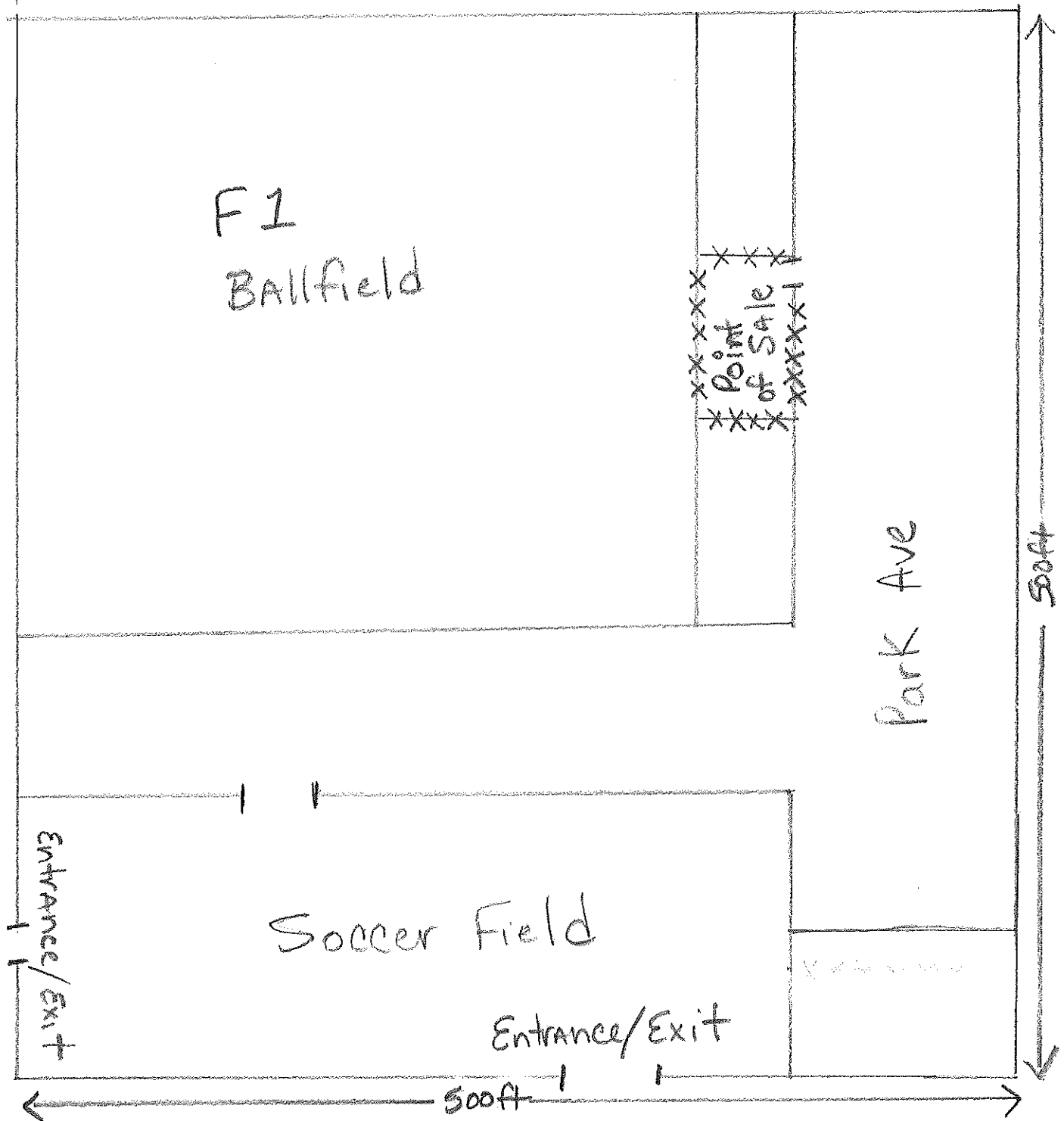
☐APPROVAL ☐DISAPPROVAL

BY: _____ DATE: ____/____/____

A.R.S. § 41-1030. Invalidity of rules not made according to this chapter; prohibited agency action; prohibited acts by state employees; enforcement; notice

- B. An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.
- D. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST THE STATE. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST THE STATE FOR A VIOLATION OF THIS SECTION.
- E. A STATE EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE AGENCY'S ADOPTED PERSONNEL POLICY.
- F. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.

Joe Orduno Park



xxxxx - Barricades
—— - Fencing



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6.D.

Meeting Date: 08/22/2018

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

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

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2053. A resolution of the Mayor and City Council of the City of San Luis, Arizona authorizing and directing the entering into an intergovernmental agreement with the Gadsden Elementary School District # 32 for the construction and maintenance of a retention basin at Ed Pastor Elementary School. **(Kay Marion Macuil, City Attorney and Eulogio Vera, Director of Public Works)**

SUMMARY:

Gadsden Elementary School District #32 has agreed to allow road run-off from 6th Street and parts of the newly constructed Union Street drain in a retention basin to be constructed by the City on Ed Pastor Elementary School land. An Intergovernmental agreement was negotiated which includes fencing around the retention basin and maintenance. The City will mow the lawn for 6 months a year and the school will mow it for the other 6 months a year. The School Board approved the IGA on Thursday, August 16, 2018.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE RESOLUTION NO. 2053.

N/A

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: No

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: N/A

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

There is no fiscal impact, the staff time for maintenance will be part of ordinary operations.

Attachments

Res No. 2053
IGA Ed Pastor

Drainage Easement



Resolution

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 2053

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA AUTHORIZING AND DIRECTING THE ENTERING INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE GADSDEN ELEMENTARY SCHOOL DISTRICT # 32 FOR THE CONSTRUCTION AND MAINTENANCE OF A RETENTION BASIN AT ED PASTOR ELEMENTARY SCHOOL.

BE IT RESOLVED by the Mayor and City Council of the City of San Luis, Arizona, as follows:

Section 1. that it is deemed in the best interest of the City of San Luis and its residents that the city enter into an Intergovernmental Agreement with Gadsden Elementary School District 32 for the construction and maintenance of a retention basin for the drainage of road run-off from 6th Street and the intersection with newly constructed Union Street;

Section 2. that a true copy of said Intergovernmental Agreement is incorporated herein as though fully set forth again in full;

Section 3. that the Mayor or City Manager and his designee are hereby authorized and directed to execute this Intergovernmental Agreement on behalf of the City of San Luis and to take any and all actions as may be necessary to put the agreement into effect; and

Section 4. that the San Luis City Clerk and her designee are authorized and directed to maintain this Intergovernmental Agreement in the official files of the City Clerk and to deliver it to the Gadsden Elementary School District No. 32.

[Signature page follows]

PASSED, ADOPTED and APPROVED by the Mayor and City Council of the City of San Luis, Yuma County, Arizona this ____ day of August, 2018

Gerardo Sanchez, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney

INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement (this "IGA") made this _____ day of _____, 2018, between Gadsden Elementary School District Number 32 of Yuma County, Arizona, having its administrative offices at 1350 Juan Sanchez Boulevard, San Luis, Arizona ("GESD") and the City of San Luis, a municipal corporation organized under the laws of Arizona, having its administrative offices at 1090 East Union Street, San Luis, Arizona ("City"). GESD and City may be referred to singularly as a "Party" and collectively as the "Parties."

SECTION ONE. PURPOSE

1.1. GESD and the City have the authority to enter into intergovernmental agreements under Arizona Revised Statutes Section 15-342(13) for schools and Section 11-952 for cities.

1.2 GESD lies within the corporate limits of the City.

1.3 GESD operates Ed Pastor Elementary School located at 985 N. 6th Ave., San Luis, Arizona on property it leases from the State of Arizona, by and through the Arizona State Land Department. GESD operates and maintains a retention basin ("retention basin") next to that school to service its facilities.

1.4 The City is improving Union Street and extending it to intersect with 6th Ave.

1.5 The City desires to improve, expand and use the existing aforementioned retention basin as part of its road improvement project to accommodate road water runoff, in accordance with the plans and specifications attached hereto as Exhibit B, such improvements to specifically include installing a fence designed to prevent children and other unauthorized persons from entering upon the Easement Premises.

In consideration of the matters described above, and of the mutual benefits and obligations in this IGA, the parties agree as follows:

SECTION TWO. DURATION AND RENEWAL

2.1 The term of this IGA shall for a period of fifteen (15) years, and shall renew itself from year to year following that time, unless and until either party notifies the other in writing on or before the first day of January in the year in which expiration of this agreement is desired; provided, however, that this IGA shall automatically expire without notice or further action by

the parties or either of them when GESD's lease for premises on which the easement that is the subject of this IGA is located expires.

SECTION THREE. OBLIGATIONS OF THE CITY

3.1 The City shall design and install a fence around the exterior boundaries of the Easement Premises to prevent children and other unauthorized persons from entering upon the Easement Premises.

3.2 The City shall mow the retention basin from July 1 through December 31 of each calendar year during the term of this IGA. The City shall also pay/reimburse GESD for fifty percent (50%) of all other non-mowing and non-water related expenses incurred in the maintenance of said retention basin, including the above-described fence, upon receipt of invoices from the District for payment/reimbursement of such expenses.

SECTION FOUR. OBLIGATIONS OF GADSDEN ELEMENTARY SCHOOL DISTRICT NUMBER 32

4.1 GESD shall allow City to improve, expand and use the aforementioned retention basin for the purposes as stated.

4.2 GESD shall mow the retention basin from January 1 through June 30 of each calendar year that this IGA is in effect.

SECTION FIVE. ACKNOWLEDGEMENTS

Nothing in this IGA makes the City an agent of GESD nor GESD an agent of the City.

SECTION SIX. INDEMNITY AND WORKERS' COMPENSATION

6.1 Indemnity. To the extent permitted by law, each Party to this Agreement agrees (as indemnitor) to indemnify, defend and hold harmless the other Party (as indemnitee) from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (collectively, "Claims") arising out of bodily injury of any person (including death) or property damage, to the extent that such claims are caused by the act, omission or negligence, misconduct, or other fault of the indemnitor, its officers, officials, agents, contractors, employees or volunteers. If a Claim or Claims by third parties become subject to this

indemnity provision, the parties to this Agreement that are the subject of such Claim or Claims shall expeditiously meet to discuss a common and mutual defense, including possible proportional liability and proportional payment of possible litigation expenses and money damages. Each party's obligation of indemnification shall survive the termination of this agreement. Each party shall remain solely and exclusively responsible for the employee benefits, wage and disability payments, pensions and workers' compensation claims for its employees.

6.2 Workers' Compensation. The parties shall procure and maintain coverage under the Arizona Workers' Compensation Laws and shall comply with its requirements, including the notice and posting provisions of A.R.S. § 23 -1022(E). For purposes of A.R.S. § 23-1022(D), an employee of either Party "who works under the jurisdiction or control of or within the jurisdictional boundaries of another public agency pursuant to a specific intergovernmental agreement or contract entered into between the public agencies as provided in § 11-952 is deemed to be an employee of both public agencies for the purposes of this section. The primary employer shall be solely liable for the payment of workers' compensation benefits for the purposes of this section." The City shall be the primary employer for its employees and GESD shall be the primary employer for its employees.

SECTION SEVEN. PROVISIONS REQUIRED BY ARIZONA LAW

7.1 Conflict of Interest. This IGA is subject to cancellation pursuant to the provisions of A.R.S. §38-511.

7.2 Employment Eligibility. GESD and the City warrant for themselves that each of them complies with all federal immigration laws and regulations that relate to its employees and with A.R.S. § 23-214 relating to verification of employment eligibility. A breach of this warranty shall be deemed a material breach of this IGA. The City and GESD retain the legal right to inspect the papers of the other party to ensure that the other party complies with this warranty.

7.3 Boycott. Pursuant to A.R.S. § 35-393.01, the parties certify that they do not currently participate in a boycott of Israel, and that they will not do so at any time during the term of this IGA.

SECTION EIGHT. MISCELLANEOUS PROVISIONS

8.1 Notices. All notices, requests, approvals and communications provided for herein, or given in connection, shall be validly given, made, delivered or served if in writing and delivered both by (1) email and (2) either personally by process server or sent by a nationally recognized courier (e.g., Federal Express, Airborne, UPS) or by United States Postal Service certified with return receipt requested and postage prepaid to:

If to the City: San Luis City Manager
City of San Luis
P.O. Box 1170 (by United States Postal Service)
1090 East Union Street (by personal process or courier)
San Luis, Arizona 85349
tdelahoya@cityofsanluis.org

With a copy to: Public Works Director
The City of San Luis
P.O. Box 1170
San Luis, Arizona 85349
evera@cityofsanluis.org

If to GESD Superintendent
Gadsden Elementary School District No. 32
P. O. Box 6870 (by United States Postal Service)
1350 Juan Sanchez Boulevard (by personal process or courier)
San Luis, Arizona 85349

or such other addresses as either Party may from time to time designate in writing and deliver in a like manner. Any such change of address notice shall be given at least ten (10) days before the date on which the change is to become effective. Notices, approvals, changes of addresses and other communications provided for herein shall be effective upon receipt of the paper notice as hereinabove provided, prepaid and addressed as set forth above.

8.2 Waiver. No delay in exercising any right or remedy shall constitute a waiver thereof, and no waiver by the parties of the breach of any provision of this IGA shall be construed as a waiver of any preceding or succeeding breach of the same or of any other provision of this IGA.

8.3 Headings. The descriptive headings of the paragraphs of this IGA are inserted for convenience only, and shall not control or affect the meaning or construction of the provisions of the IGA.

8.4 Authority. The undersigned represent to each other that they have full power and authority to enter into this IGA, and that all necessary actions have been taken to give full force and effect to this IGA. GESD and the City warrant to each other that the individuals executing this IGA on behalf of their respective parties are authorized and empowered to bind the Party on whose behalf each individual is signing.

8.5 Amendment of the IGA. This IGA may be amended, in whole or in part only with the mutual written consent of the parties to this IGA or by their successors in interest or assigns.

- 8.6 Severability. If any other provision of the IGA is declared void or unenforceable, such provision shall be severed from this IGA, which shall otherwise remain in full force and effect.
- 8.7 Governing Law. The laws of the State of Arizona shall govern the interpretation and enforcement of this IGA.
- 8.8 Venue. The parties agree that venue for any action commenced in connection with this IGA shall be proper only in a court of competent jurisdiction in Yuma County, Arizona, or in the Arizona Federal District Court and the parties waive any right to object to such venue.
- 8.9 Attorney's Fees and Costs. If either Party brings a legal action because of a breach of this IGA or to enforce a provision of this IGA, the prevailing Party will be entitled to reasonable attorney's fees and court costs.
- 8.10 No Third-Party Beneficiaries. There are no third-party beneficiaries to this IGA, and no person or entity not a Party hereto shall have any right or cause of action hereunder.
- 8.11 No Agency Created. Nothing in this IGA shall create any partnership, joint venture, or agency relationship between the parties.
- 8.12 No Personal Liability. No member, official or employee of the City or GESD or any successor or assignee thereof shall be personally liable to the other Party (a) for any breach or default under this IGA; (b) for any amount/s which may become due to the City or GESD under this IGA; or (c) for any obligation of the City or GESD under this IGA.
- 8:13 Time is of the essence. Time is of the essence in this IGA and City and GESD agree to use the utmost diligence in the performance of this IGA. Unless otherwise specifically provided in this IGA, any consent to delay in the performance of this IGA shall apply only to the particular transaction to which it relates, and shall not apply to any other obligation or transaction.
- 8:14 Further Acts. Each of the Parties shall execute and deliver all such documents and perform all such acts as reasonably necessary, from time to time, to carry out the matters contemplated by this IGA.
- 8:15 Force Majeure. If GESD or City are prevented or materially restricted from performing any of their obligations under this IGA by an event of force majeure, then the obligations of each Party shall be suspended or reduced to the extent made necessary by the event. As used in this section, "force majeure" means any act or cause not reasonably within the control of the Party whose ability to perform is impaired and which that Party could not have prevented by exercising reasonable diligence. This includes, but is not limited to, acts of God, fire, flood, explosions, strikes or labor disputes over which the affected Party has no control, sabotage, riots, civil commotion, acts of civil or military authority, wars or material changes in applicable business laws or regulations.

8.16 Entire IGA. This IGA, including its Exhibits, which are incorporated herein by this reference; specifically Exhibit A, the final (or substantially final) form of easement, including a legal description of the easement premises; and Exhibit B, the plans and specifications for the improvements to the retention basin, including the afore-mentioned fence ; constitute the entire agreement between the parties.

8.17 Counterparts. This IGA may be executed in counterparts, any of which shall be deemed to be an original.

SECTION NINE. EFFECT OF IGA

This IGA shall inure to the benefit of and bind the heirs, legal representatives, assignees, and successors of the respective parties.

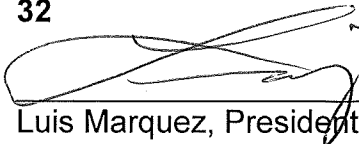
SECTION TEN. PROPERTY

Except as provided above, this IGA does not contemplate the exchange of any property between the Parties.

[Intentionally left blank, signatures continue on next page]

The parties have executed this IGA in Yuma County, Arizona the day and year set forth above which is the day the last governing body approved this IGA.

**Gadsden Elementary School District No.
32**



Luis Marquez, President of School the Board

ATTEST:

Signature

Print Name

School District Attorney Certification

I hereby state that I am the attorney for the City of San Luis, State of Arizona, and pursuant to the provisions of A.R.S. 11-952(D) and 15-342(13) have determined that the foregoing Intergovernmental Agreement is in proper form and is within the powers and authority granted to the City of San Luis, Arizona under the laws of the State of Arizona.

Dated this ____ day of _____, 2018

Steven Horton, School District Attorney

City of San Luis, Arizona

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

Certification of City Attorney

I hereby state that I am the attorney for the City of San Luis, State of Arizona, and pursuant to the provisions of A.R.S. 11-952(D) have determined that the foregoing Intergovernmental Agreement is in proper form and is within the powers and authority granted to the City of San Luis, Arizona under the laws of the State of Arizona.

Dated this ____ day of _____, 2018

Kay Marion Macuil, City Attorney

When recorded mail to:

CITY CLERK
CITY OF SAN LUIS
P.O. BOX 1170
SAN LUIS, ARIZONA 85349

EASEMENT FOR CONSTRUCTION AND MAINTENANCE OF STORMWATER DRAINAGE FACILITIES

GRANTOR:

Gadsden Elementary School District No. 32 of Yuma County, Arizona
P O Box 6870
1350 Juan Sanchez Boulevard
San Luis, AZ 85349

GRANTEE:

City of San Luis, an Arizona Municipal Corporation
P O Box 1170
San Luis, AZ 85349

GRANTOR Gadsden Elementary School District No. 32 of Yuma County, Arizona, as lessee of that certain real property in Yuma County, Arizona more particularly described below (the "Easement Premises"), and in accordance with that certain Intergovernmental Agreement between itself and GRANTEE City of San Luis, an Arizona municipal corporation, as well as GRANTOR'S lease with the State of Arizona for the property that includes the Easement Premises, does hereby grant, unto GRANTEE, its successors and assigns, subject to the limitations in the aforementioned documents (including but not limited to the duration of GRANTOR'S leasehold interest in the property under the aforementioned lease), the right, privilege and easement to enter upon, survey, travel along, construct, reconstruct, lay, relay, increase the size of, operate, maintain and remove public drainage infrastructure at any and all points within, through, over and across the Easement Premises, together with the right to authorize, permit and license the use thereof for those uses compatible with the primary use of the Easement Premises as public drainage easement.

By accepting this easement, GRANTEE agrees to exercise reasonable care to avoid damage to said Easement Premises and any property that may at any time be thereon, as well as any other property of the GRANTOR.

The Easement Premises are more particularly described as follows:

That portion of the South half of the Southwest quarter of Section 6, Township 11 South, Range 24 West, Gila and Salt River Base and Meridian, Yuma County, Arizona more particularly described as follows:

A parcel of land consisting of the south 230.00 feet of the north 280.00 feet of the west 90.00 feet of Tract 5 of State Plat No. 17 - Comite De Bienestar as recorded in the Office of the County Recorder of Yuma County, Arizona in Book 11 of Plats, Page 86;

Except the West 33.00 feet thereof used for public roadway purposes;

Said parcel contains 13,110 square feet, more or less.

GRANTOR acknowledges that the use of the Easement Premises for storm water drainage purposes in accordance with this Easement and the aforementioned Intergovernmental Agreement and lease is in the public interest. For its part, GRANTEE warrants that said Easement shall be used as a public drainage easement with related

WHEN RECORDED MAIL TO:

**CITY CLERK
CITY OF SAN LUIS
P.O. BOX 1170
SAN LUIS, ARIZONA 85349**

The above area is to be reserved for recording information

CAPTION HEADING:

CITY OF SAN LUIS – ED PASTOR ELEMENTARY SCHOOL DRAINAGE EASEMENT



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

9.

Meeting Date: 08/22/2018

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

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

Action Requested:

ITEM:

EXECUTIVE SESSION

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

Discussion and possible action to hold an Executive Session pursuant to A.R.S. §38-431.03(A)(3) and A.R.S. §38-431.03(A)(4) on any and all matters regarding contracts for the manganese filtration project at Well Site 7 for the purpose of discussion or consultation for legal advice or in order to consider the city's position and instruct its attorneys regarding these contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement in order to avoid or resolve litigation. **(Kay Marion Macuil, City Attorney)**

SUMMARY:

Mike Woodlock of the law firm of Gust Rosenfeld, P.C. represents the city in negotiations with the contractors on the manganese filtration project on Well Site 7. There are two (2) water pumps on Well Site 7 and they continue to fail. Mike Woodlock will be present by phone, and can properly advise the Council by holding an Executive Session for the purposes described in the agenda item.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO HOLD AN EXECUTIVE SESSION PURSUANT TO A.R.S. §§38-431.03(A)(3) AND 38-431.03(A)(4).

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

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: N/A

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

Fiscal impact is not applicable to this agenda item. Under A.R.S. §38-431.03(D), legal action involving a final vote or decision is not permitted to be taken at an executive session.



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

11.A.

Meeting Date: 08/22/2018

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

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

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the retainage on the Manganese Filtration Project for Well Site 7. (Kay Marion Macuil, City Attorney and Eulogio Vera, Director of Public Works)

SUMMARY:

The city entered into a contract for a turn-key manganese filtration system at Well Site 7, which has two (2) wells numbered 11 and 12. The water pumps on wells 11 and 12 have repeatedly failed due to electrical problems. The City has withheld monies of the contract due to the failures.

The General Contractor on the project has requested the release of the retainage indicating that they have installed as designed, so the design engineer must be at fault. However, construction failures have been found and the General Contractor, so far, has failed, neglected or refused to correct these failures.

The system has never worked as specified in the contract. Exactly why the failures are occurring is still unknown.

On August 9, 2018, the city and the contractors involved in the project engaged in mediation. During the mediation, the parties scheduled to be present for testing at the Well Site by the city's expert on August 20, 2018.

At the August 20 testing, the expert determined the most likely cause of the pump failures include bad connections, bad groundings, and insufficient insulation of the wires going to the submerged water pumps. The pumps must be removed to inspect them to confirm if that is the cause. Therefore, the premise for releasing the retainage is no longer viable. Again, while these identified issues might be the problem, it is still not known if this is the full extent of the problems awaiting a solution.

The accounting for the retainage is attached.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE RELEASING 1/2 OF THE RETAINAGE TO IWS IN THE AMOUNT OF \$56,599.46.

OR

I MOVE TO REJECT RELEASING ANY OF THE RETAINAGE.

N/A

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: Yes
CITY/STATE/FEDERAL FUNDS: City
TOTAL: \$56,599.46
BUDGETED AMOUNT: Yes
AVAILABLE AMOUNT TO TRANSFER: N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: GL: Retainage Payable
300-20600 / \$100,891.00
**FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE
BUDGET ADJUSTMENT FORM):**
This is the amount if 1/2 the retainage is released

Attachments

Retainage

Disbursments to IWS			
	Description	Invoice Date	Amount
1	Payment Application No. 1	12/23/2014	\$128,563.80
2	Payment Application No. 2	4/9/2015	\$449,632.10
3	Payment Application No. 3	5/14/2015	\$98,772.91
4	Payment Application No. 4	5/21/2015	\$116,811.21
5	Payment Application No. 5	6/24/2015	\$53,789.00
6	Payment Application No. 6	8/19/2015	\$158,777.96
7	Payment Application No. 7	8/27/2015	\$39,410.94
8	Payment Application No. 8	9/17/2015	\$541,146.94
9	Payment Application No. 9	11/5/2015	\$118,750.00
10	Payment Application No. 10 & CO #5	10/25/2015	\$211,279.13
11	Payment Application No. 11 - Retention Release	Not Received	
12	Payment Application No. 12 - CO #6 & CO #7	8/22/2017	\$8,081.65
		TOTAL TO DATE	\$1,925,015.64

Original Contract Amount	\$1,995,000.00
Contract Change by Change Order (1 thru 7)	\$43,214.55
FINAL CONTRACT TOTAL	\$2,038,214.55

RETAINAGE TO DATE	\$113,198.91
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AGENDA ITEM REVIEW FORM

Regular City Council Meeting

11.B.

Meeting Date: 08/22/2018

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

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

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding legal services for Well Site #7 issues on the manganese filtration system. (Kay Marion Macuil, City Attorney and Eulogio Vera, Director of Public Works)

SUMMARY:

As explained in the prior agenda item, there are disputes on the manganese filtration system at Well Site #7. Staff has retained Attorney Michael Woodlock of the Law Firm of Gust Rosenfeld who works in the field construction litigation. He is a former Chair of the Executive Council of the State Bar of Arizona Construction Law Section. He has the highest rating an attorney can achieve (AV) by Matrandale-Hubbell. Mr. Woodlock has been working diligently on this issue since November of 2017 and will soon reach the \$15,000.00 cap on staff authorization.

Under City Code-Purchasing Section 36.08, professional services in excess of \$15,000.00 must be approved by City Council. Staff requests authorization to use up to \$30,000.00 towards legal services on resolving this issue.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE \$30,000.00 FOR LEGAL SERVICES ON THE MANGANESE FILTRATION SYSTEM AT WELL SITE 7.

NA

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: Yes
CITY/STATE/FEDERAL FUNDS: City
TOTAL: \$30,000.00
BUDGETED AMOUNT: Yes
AVAILABLE AMOUNT TO TRANSFER: N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: Contractual Services GL#
300-302-80000

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

This is budgeted in Public Works.

