



## 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, April 10, 2019. 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, 10 de Abril del 2019. 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 AGENDA 4/9/2019

**AGENDA**  
**Regular Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**San Luis, AZ 85349**  
**April 10, 2019**  
**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. **PRESENTATIONS**
  4. A. Presentation followed by discussion and possible directions to staff on any and all matters regarding downtown improvements. **(Jeff Velasquez, Vice President, Principal Landscape Architect of J2 Engineering and Environmental Design)**
  4. B. Presentation and recognition of first, second, and third place winners for grades K-6th and 7th-12th, as well as, first and second place for College/University students for the City of San Luis César Chávez Art and Poetry Scholarship Contest. **(Fracia Alonso, Public Information Officer/Assistant to the City Council)**
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**
    - Work Session held March 20, 2019
    - Regular Council meeting held March 27, 2019
  5. B. **DISBURSEMENTS FROM MARCH 16, 2019 THROUGH MARCH 31, 2019.**

Total Disbursements \$1,093,223.47  
(One Million, Ninety-Three Thousand, Two Hundred Twenty-Three Dollars and Forty-Seven Cents)

5. C. Discussion and possible action on any and all matters regarding Resolution No. 2071. A resolution of the Mayor and City Council of the City of San Luis, Arizona authorizing the Mayor to execute an Intergovernmental Cooperative Agreement between City of San Luis, City of Somerton, City of Yuma, County of Yuma and Town of Wellton for the Consortium of the Federal HOME Program. **(Jenny Torres, Economic Development Manager)**

5. D. Discussion and possible action on any and all matters regarding the Arizona State Land Department application for the acquisition of right of way land for the widening of Juan Sanchez Boulevard. **(Jenny Torres, Economic Development Manager, and Eulogio Vera, Director of Public Works)**

6. **DISCUSSION AND POSSIBLE ACTION ITEMS:**

6. A. Discussion and possible action on any and all matters regarding the appointment of a member to serve on the Public Safety Personnel Retirement Board for the Police and Fire Departments to replace a member who has resigned. **(Tadeo A. De La Hoya, City Manager)**

A. Action by Mayor only to appoint a Citizen Member.

B. Action by City Council on the appointment.

6. B. Discussion and possible action on any and all matters regarding the appointment of seven (7) members to the San Luis Economic Development Commission. **(Jenny Torres, Economic Development Manager)**

6. C. Public hearing followed by discussion and possible action on any and all matters regarding Resolution No. 2069. A resolution of the Mayor and City Council of the City of San Luis authorizing the submission of application for FY 2019 State Community Development Block Grant (CDBG) funds and FY 2018 State Special Projects funds (CDBG-SSP), certifying that said applications meet the community's previously identified housing and community development needs and the requirements of the State CDBG Program, and authorizing all actions necessary to implement and complete the activities outlined in said applications. **(Jenny Torres, Economic Development Manager)**

A. Open public hearing

1. Staff Presentation

2. Call to the Public on this item

B. Close public hearing

C. Action on Resolution No. 2069

6. D. Discussion and possible action on any and all matters regarding Resolution No. 2070. A resolution of the Mayor and City Council of the City of San Luis, Arizona, County of Yuma, committing local funds as leverage for FY 2018-2019 Community Development Block Grant applications. **(Jenny Torres, Economic Development Manager)**

7. **SUMMARY OF CURRENT EVENTS**

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

**8. 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.

**9. ADJOURNMENT**



## PRESENTATION

### Regular City Council Meeting

4.A.

Meeting Date: 04/10/2019

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#### Presentation Topic/Summary:

Presentation followed by discussion and possible directions to staff on any and all matters regarding downtown improvements. **(Jeff Velasquez, Vice President, Principal Landscape Architect of J2 Engineering and Environmental Design)**

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#### Attachments

Presentation

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# Sustainable Revitalization in Arizona: The Downtown Tolleson Redevelopment Project



## Presenting Today:

Jeff Velasquez, Vice President, Principal Landscape Architect  
J2 Engineering & Environmental Design



San Luis City Council Presentation  
April 10, 2019



DOWNTOWN

# TOLLESON

## REDEVELOPMENT

HONORING OUR PAST, POSITIONING OUR FUTURE



Est. 1912



# GRADE A • GROWN IN ARIZONA

# Develop a True Sense of Place and Build on Tolleson's Proud Community



# Define The Vision:

## Transition to a Vibrant Downtown that is a Long-term Economic Engine

- Outstanding Opportunity to “Set the Table” for Downtown
- Develop a Destination Environment with a True Sense of Place
- Pay Tribute to Tolleson’s Community, Heritage and Culture
- Develop a multi-modal Downtown that balances vehicular, pedestrian, bicycle and mass transit traffic



# Elements of the Van Buren Streetscape

## Seeing Cities & Streets as Solutions Not Problems

- Existing Conditions Looking East



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Elements of the Van Buren Streetscape

## Seeing Cities & Streets as Solutions, Not Problems

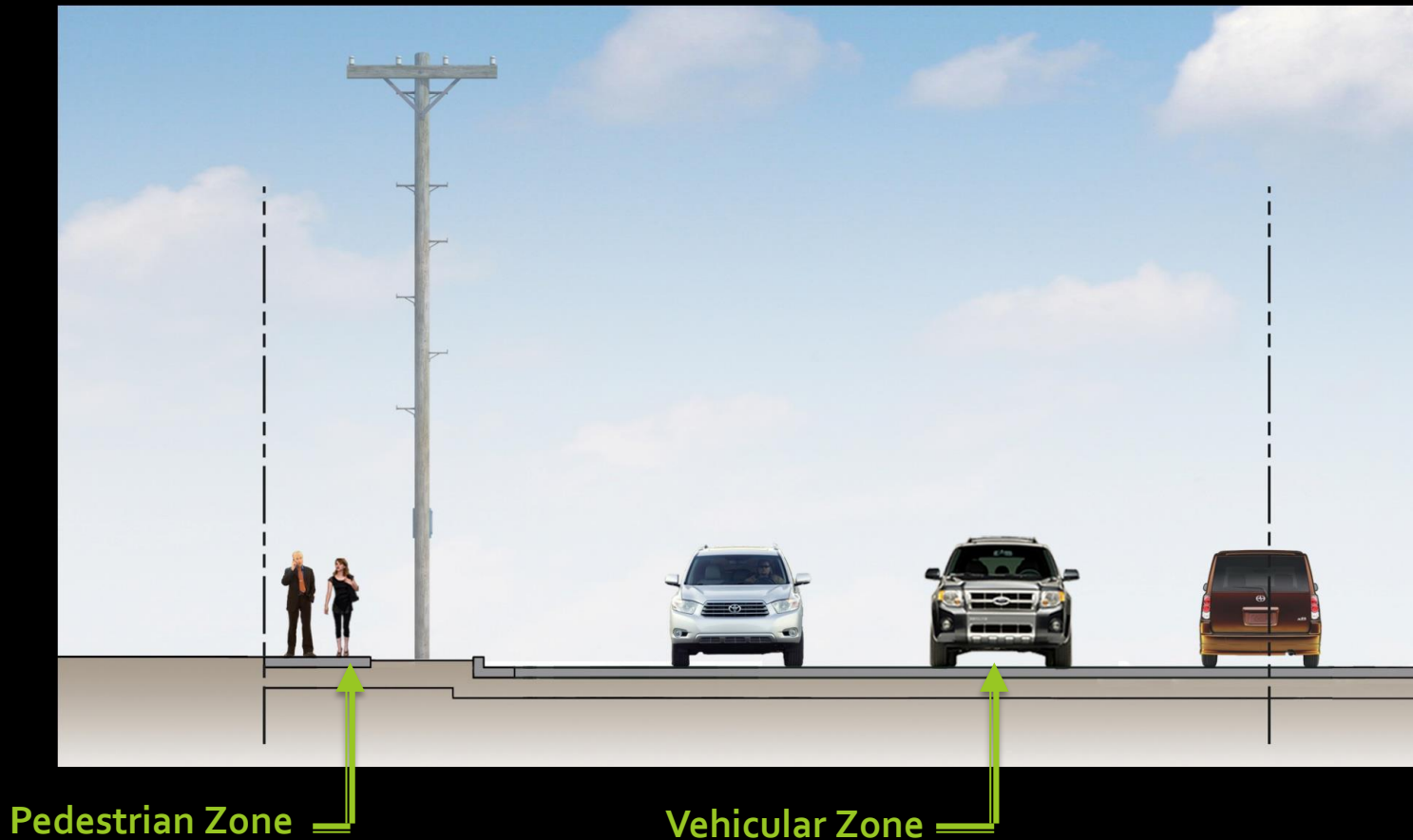
- Existing Conditions Looking West



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Van Buren Streetscape – Existing Cross Section



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Van Buren Streetscape – Potential Improvements Cross Section



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Van Buren Street

## Proposed Cross Section

- 15' to 18' Pedestrian Zone
- Shade Trees, Seating Opportunities, & Planting Buffer
- Successful Mix of Vehicular, Pedestrian, Bicycle, & Mass Transit Traffic
- Provide Outstanding Opportunity for Private Development to Invest in Downtown



Aesthetic Lighting, Banners, Signage/Wayfinding, Art & Cultural Amenities, and On-Street Dining



# Project Overview

## *“Build Upon Existing Downtown Assets”*

- Street Width / Right-of-Way / Speed Limit (25 mph)
- Available Open Space
- Community Ownership: Residents, Stakeholders & Businesses
- “Activity on the Street”: City Hall, Arizona Desert Elementary, Tolleson Union High School, and Post Office
- Existing Buildings on the Right-of-Way / Urban Flavor



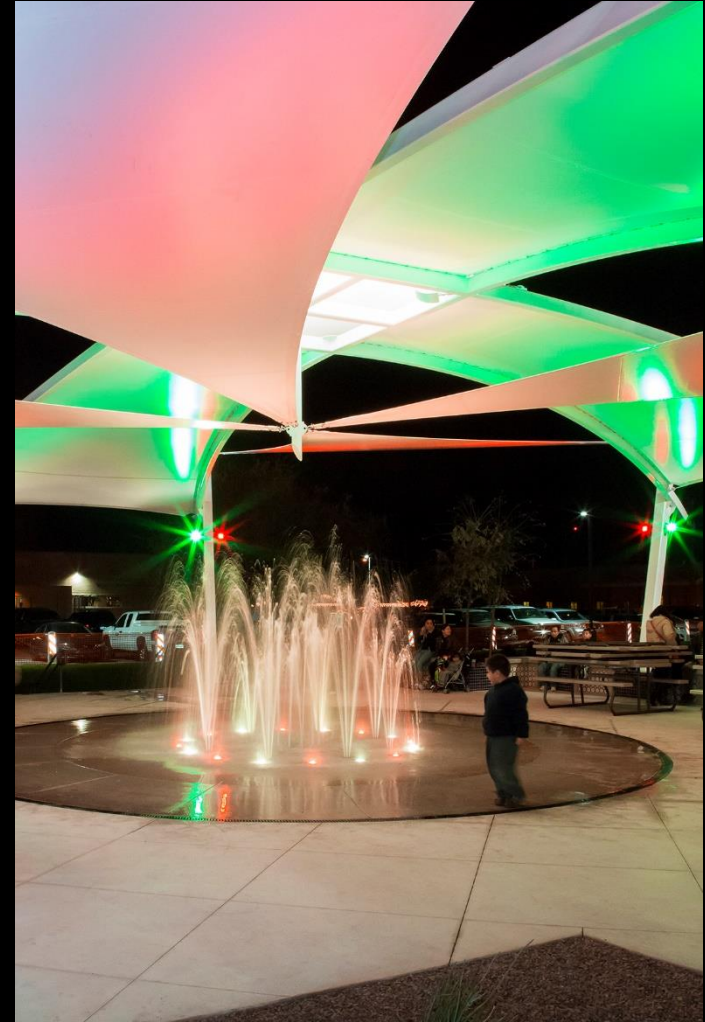
# Downtown Open Space Assets



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Downtown Open Space Assets



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



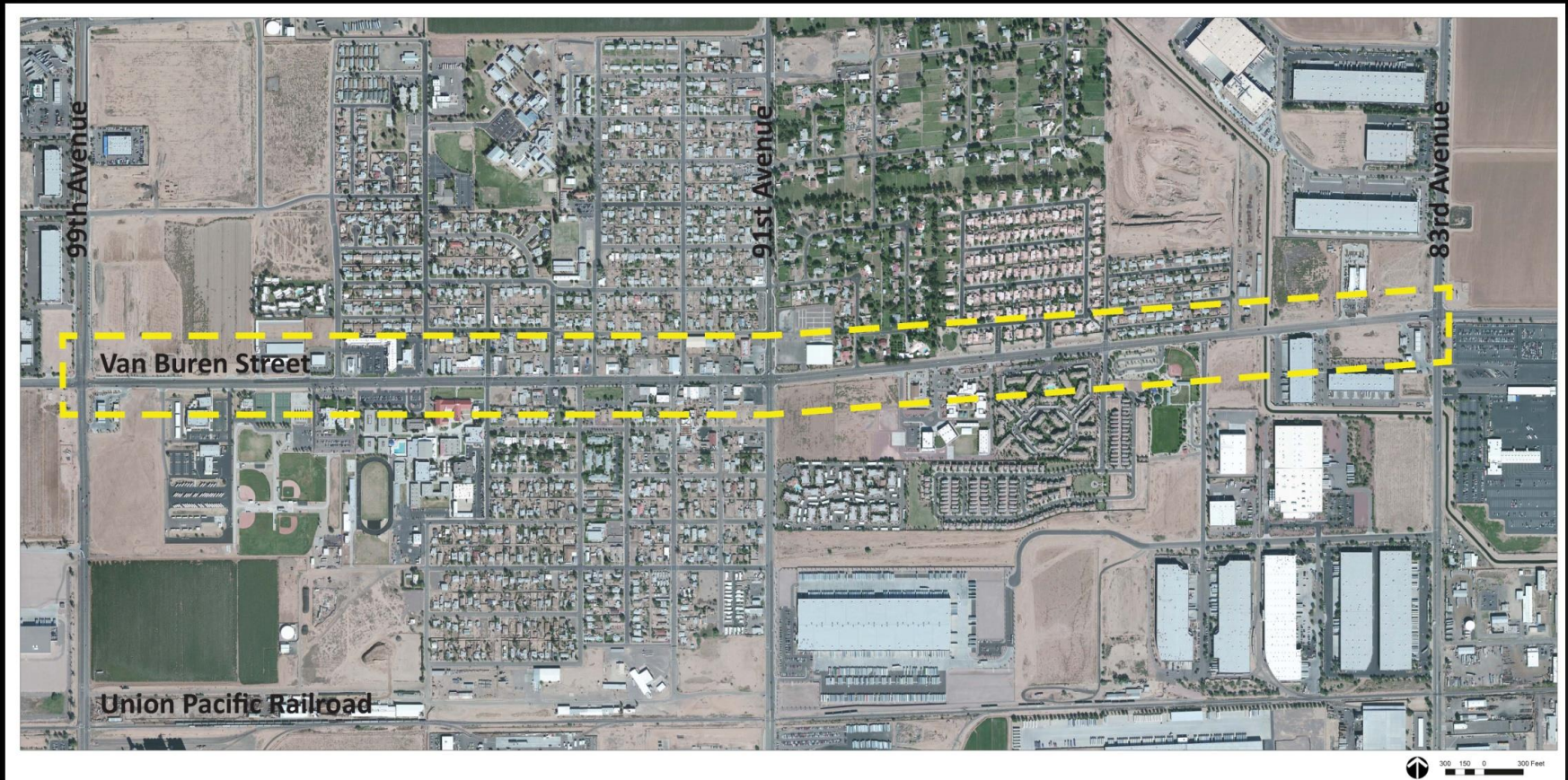
# Stakeholder Meetings



# Branding and Logo



# Project Limits for Conceptual Planning



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Development Zones

1<sup>st</sup> Stage Improvement Project

91<sup>st</sup> to 99<sup>th</sup> Avenue



Zone 3

Zone 2

Zone 1

Zone 4

Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Van Buren Street Components

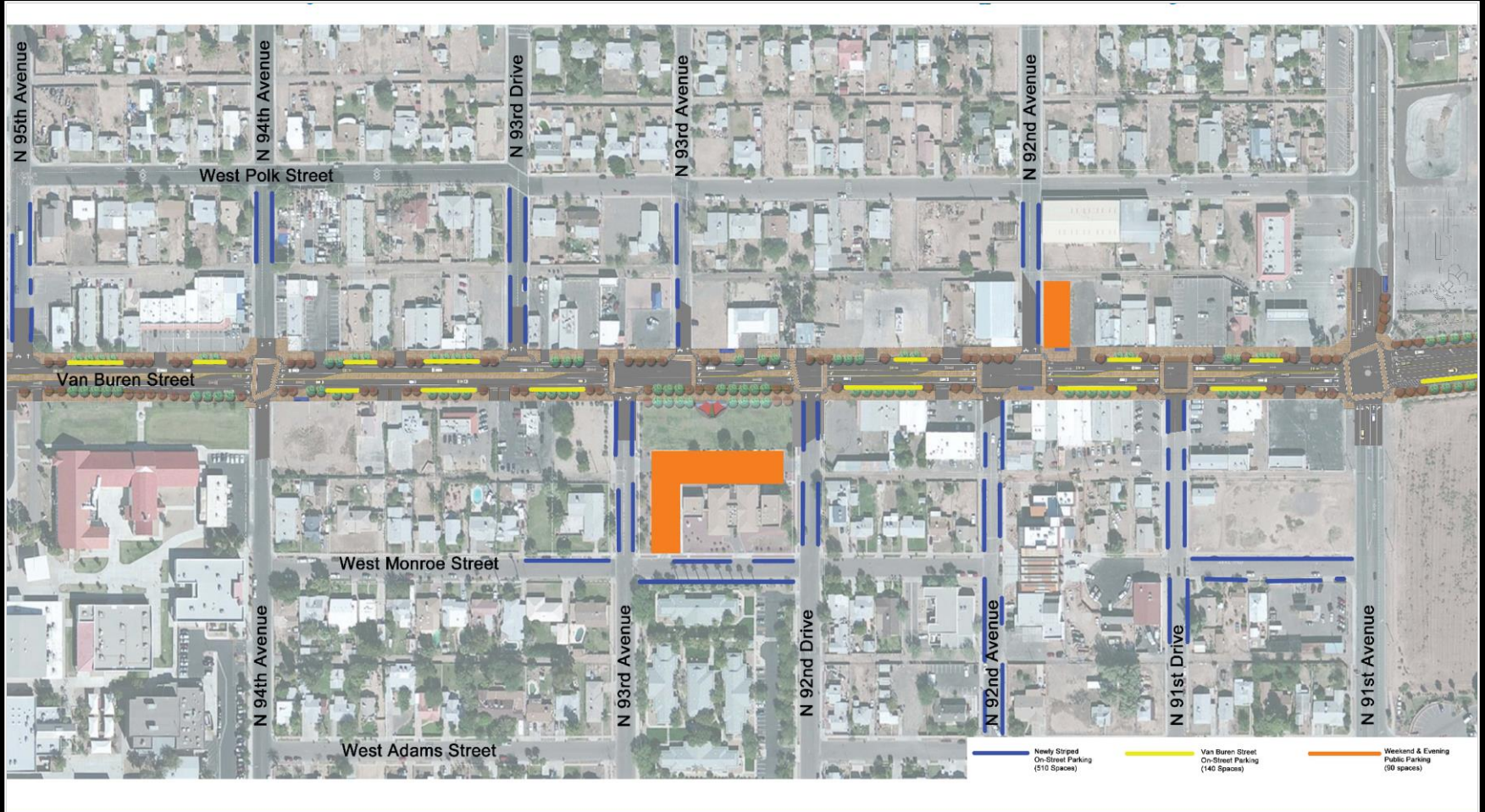
- New Curb & Gutter Reconstruction
- Striping to Include Bike Lanes & On-street Parking
- Pedestrian Zone Improvements
- Lighting Improvement
- Landscape Improvements
- Art Elements
- Signage & Wayfinding Elements

## Zone 1: 91<sup>st</sup> to 94<sup>th</sup> Avenue



# Schematic Parking Plan

Intent: to Provide Approximately 300 Clearly Marked Parking Spaces in the Downtown Area



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona

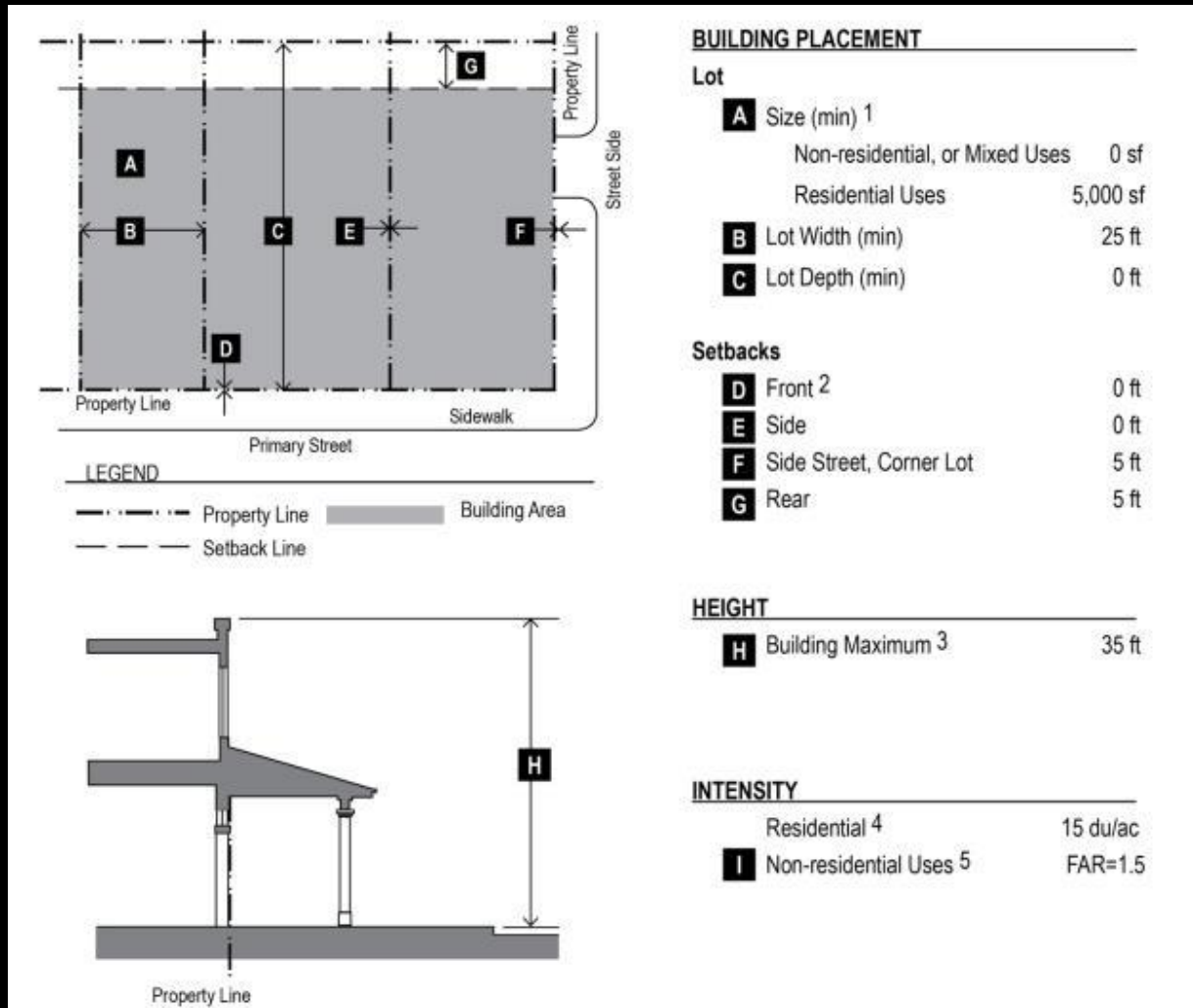


# Establishing A Zoning Code: Why establish the CORE District?

- Create the guiding oversight that is necessary to ensure that future development follows the intent and design of the City's substantial investment.
- The Commercial, Office, Residential, and Entertainment (CORE) Zoning District will implement the City's vision by encouraging a pedestrian-oriented, mixed-use environment that promotes a range of compatible uses in Downtown Tolleson.



# Building Development Standards



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Cultural, Economic, & Environmental Sustainability



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Design and Operate Entire Right-of-Way



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Economic Revitalization



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



# Economic Revitalization



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



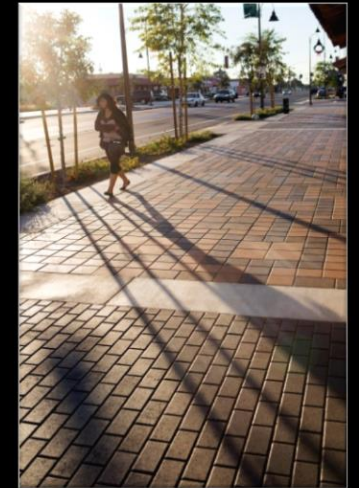
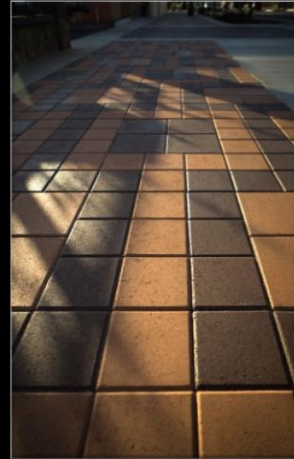
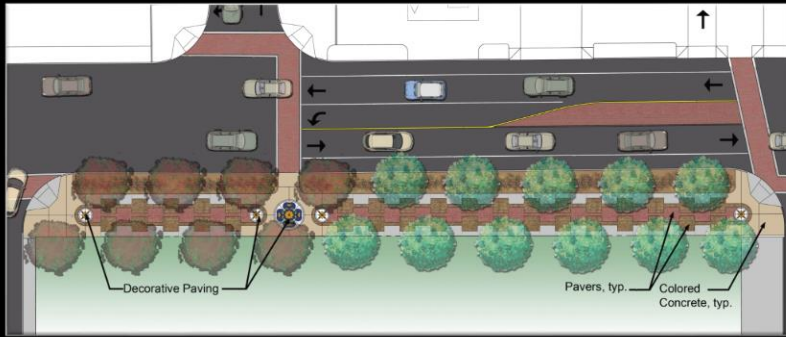
# Economic Revitalization



Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



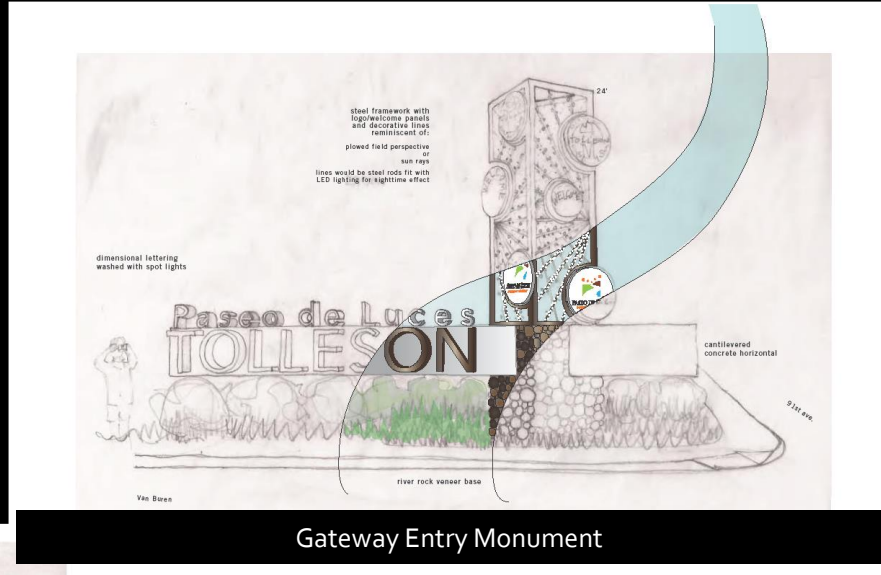
# Pedestrian & Crosswalk Paving



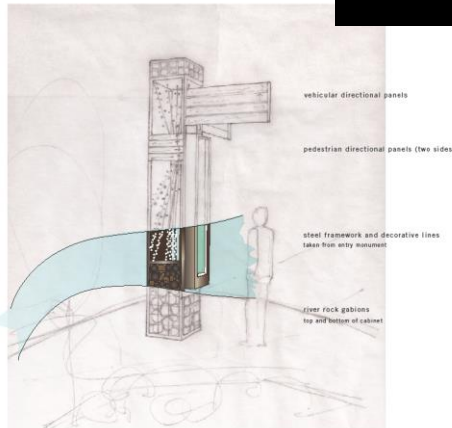
Downtown Tolleson Redevelopment Project  
Tolleson, Arizona



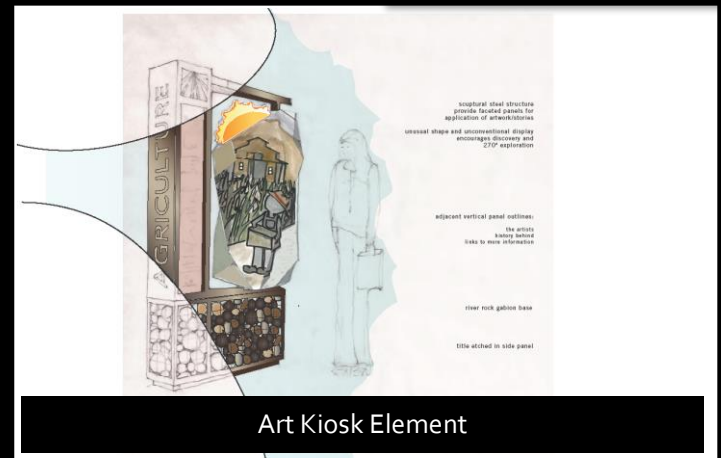
# Gateway Entry Monuments and Pedestrian Wayfinding Opportunities



Gateway Entry Monument



Wayfinding Element



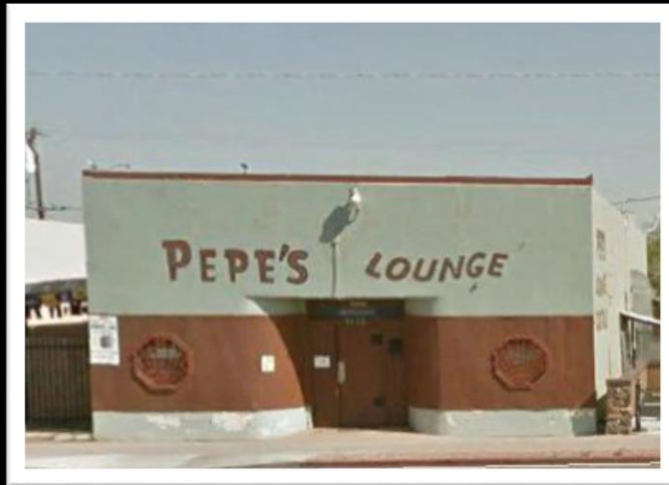
Art Kiosk Element

# Art Opportunities





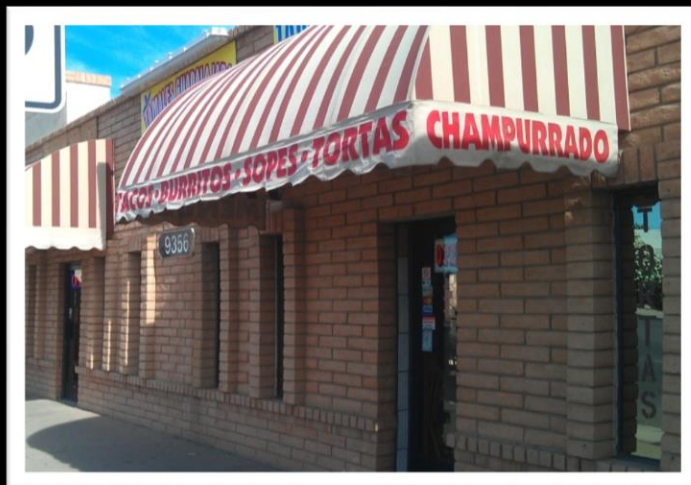
# Façade Improvements



Before



After



Before



After



# Façade Improvements



Before



After

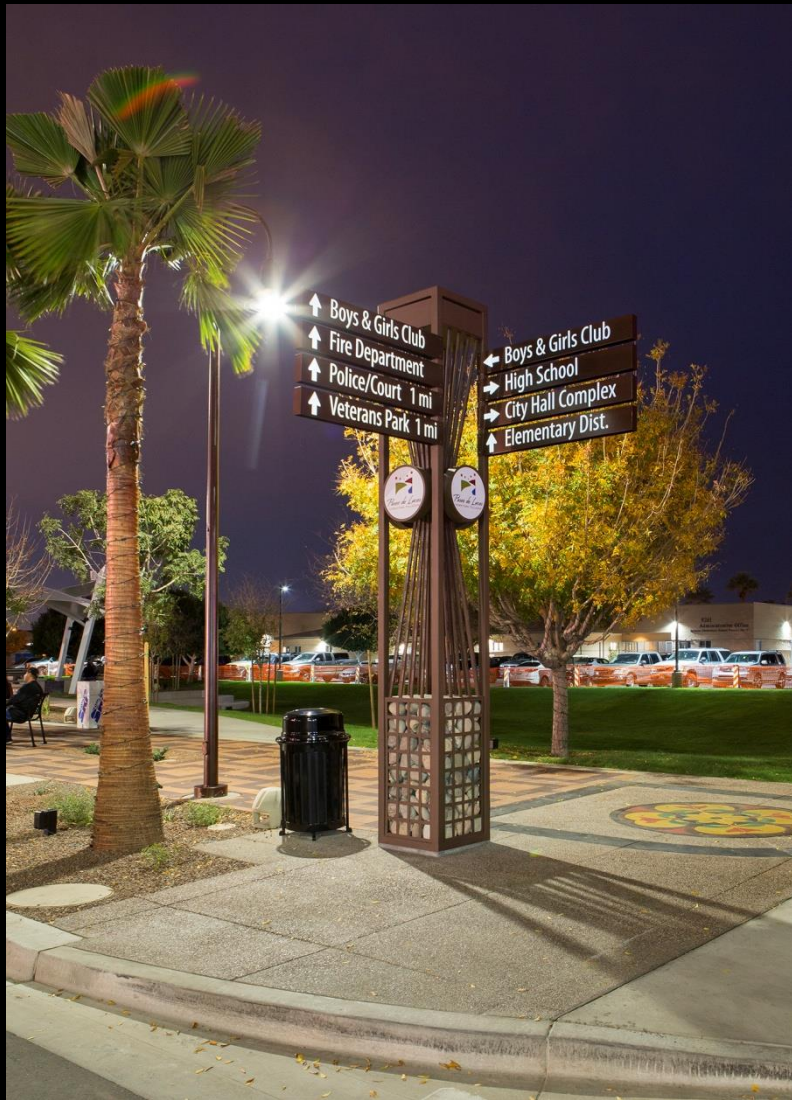
Downtown Tolleson Redevelopment Project  
Tolleson, Arizona











# Thank You Questions & Answers

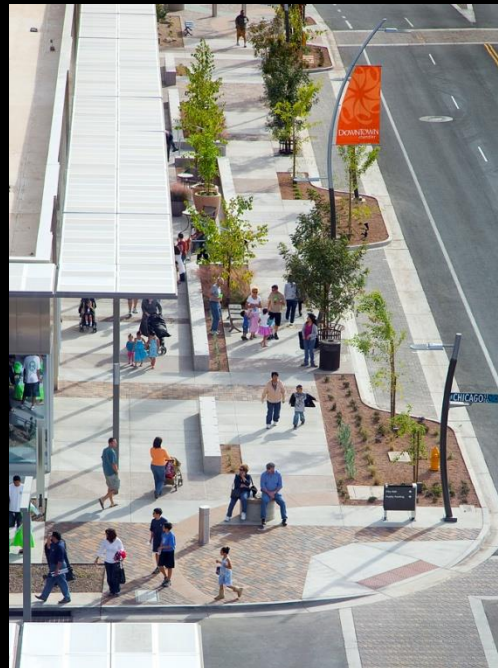


San Luis City Council Presentation  
April 10, 2019





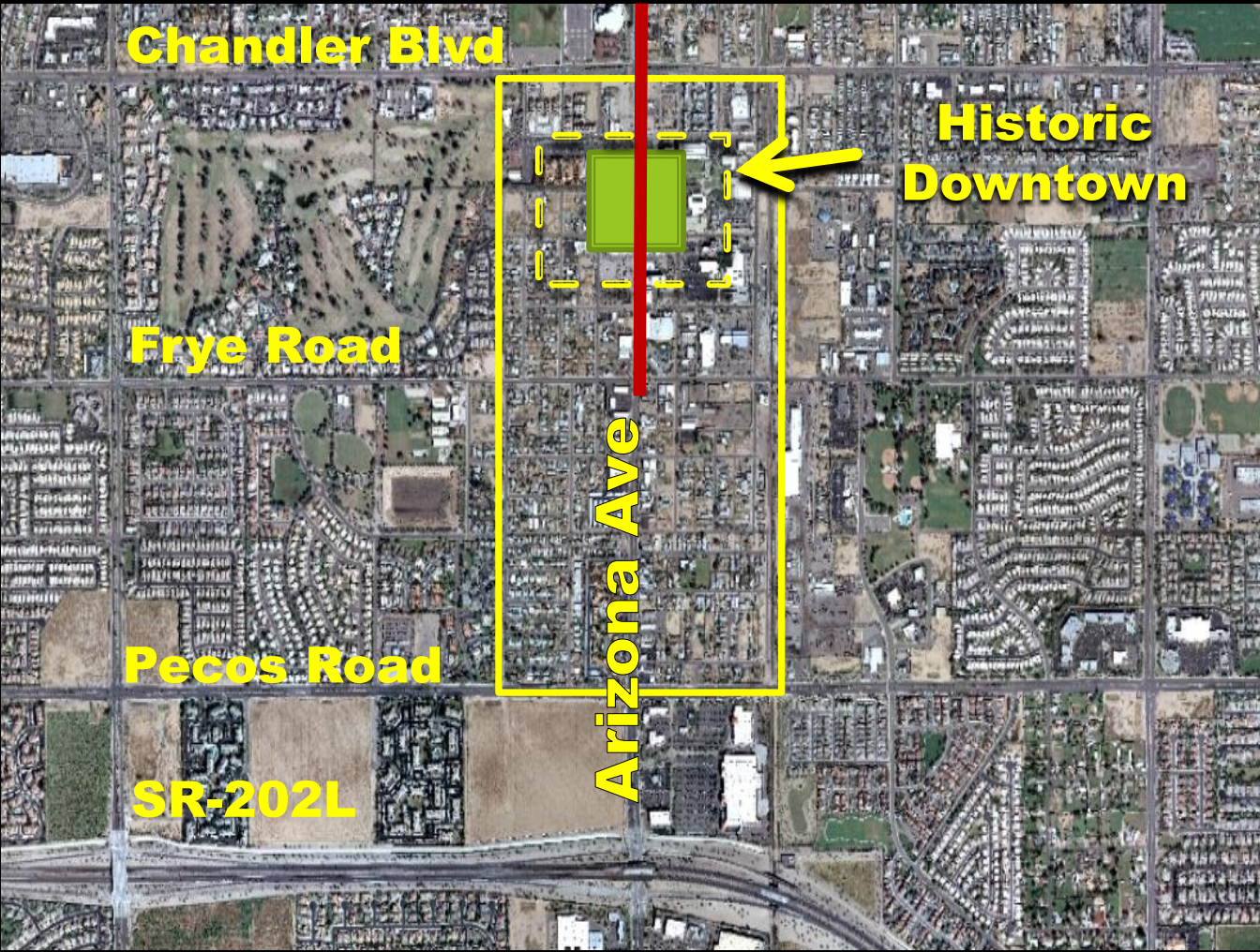
# Building More than 'Just a Road' Designing for Economic Development The Arizona Avenue Improvement Project



Downtown Chandler, Arizona

DOWNTOWN  
chandler

# Downtown Chandler



State Route  
87

1941 AZ Ave  
Relocation

Strip  
Commercial  
and Industrial  
Development  
Follows



Arizona Avenue Improvement Project  
Chandler, Arizona



# Arizona Avenue



Arizona Avenue Improvement Project  
Chandler, Arizona

DOWNTOWN  
chandler

# Declining



Arizona Avenue Improvement Project  
Chandler, Arizona



# Why Worry About Downtown?

## *A Business Decision.*

- Public safety costs.
- Neighborhoods and housing stock.
- Sales and property taxes.
- Private sector investment.



# A Multi-Pronged Approach

- ❧ Grants/ Loans
- ❧ Planning Assistance
- ❧ Development Agreements
- ❧ Park improvements
- ❧ Land assembly
- ❧ Arts



Arizona Avenue Improvement Project  
Chandler, Arizona

DOWNTOWN  
chandler

# Lesson: Thorough Vetting is Critical



Concept 'A' Bird's-Eye View



Concept 'B' Bird's-Eye View



Concept 'C' Bird's-Eye View



Concept 'D' Bird's-Eye View



# Arizona Avenue Before



Arizona Avenue Improvement Project  
Chandler, Arizona

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# Arizona Avenue After



Arizona Avenue Improvement Project  
Chandler, Arizona

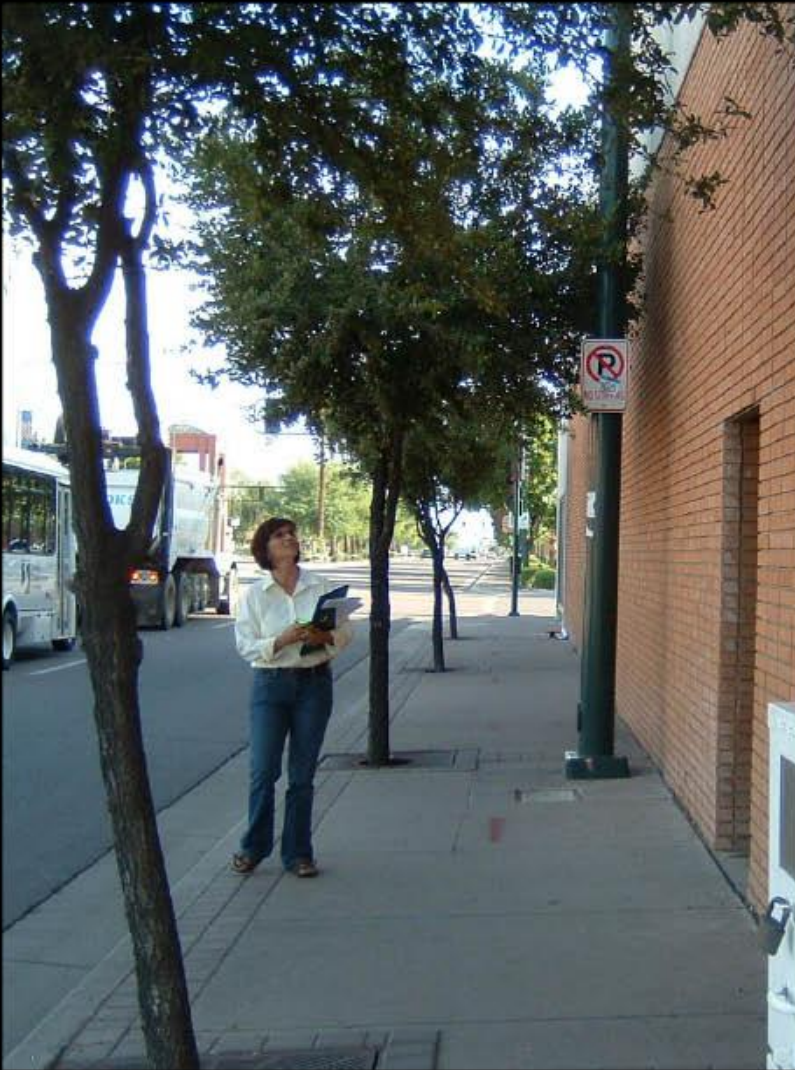


# Arizona Avenue Future



Arizona Avenue Improvement Project  
Chandler, Arizona

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chandler



Before



After



Arizona Avenue Improvement Project  
Chandler, Arizona



# Lesson: A Road in Balance is a Place



Arizona Avenue Improvement Project  
Chandler, Arizona



# Dimensions: “Metrics” of the Streetscape

Designing for Pedestrian Scale as Well as Vehicular Scale



Arizona Avenue Improvement Project  
Chandler, Arizona



# Custom Lighting



Arizona Avenue Improvement Project  
Chandler, Arizona



# Integration of Art



Arizona Avenue Improvement Project  
Chandler, Arizona

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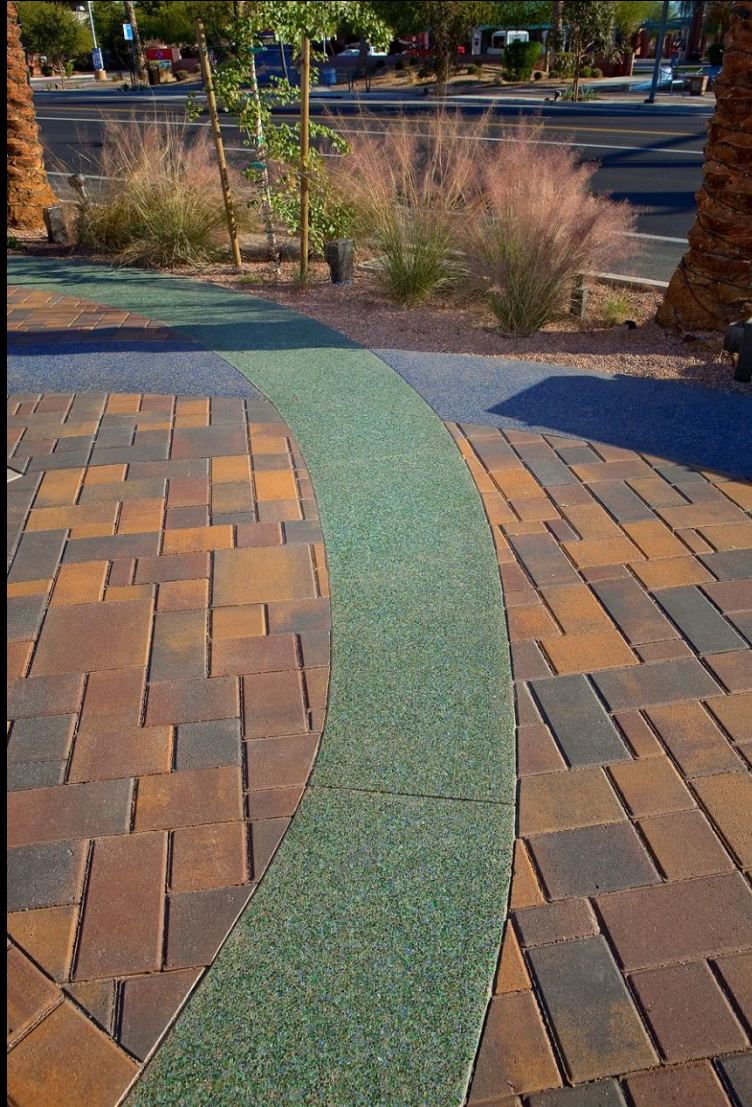
# Integration of Art



Arizona Avenue Improvement Project  
Chandler, Arizona

DOWNTOWN  
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# Paving



Arizona Avenue Improvement Project  
Chandler, Arizona



# Variety of Seating Options



# Building More Than “Just a Road”



Arizona Avenue Improvement Project  
Chandler, Arizona



# Design Affects Speed

Date	Average Speed	85th Percentile
June 2008	36.7	40.4
February 2011	29.2	33.6



# Lesson: Constructed Mock-Ups were Critical

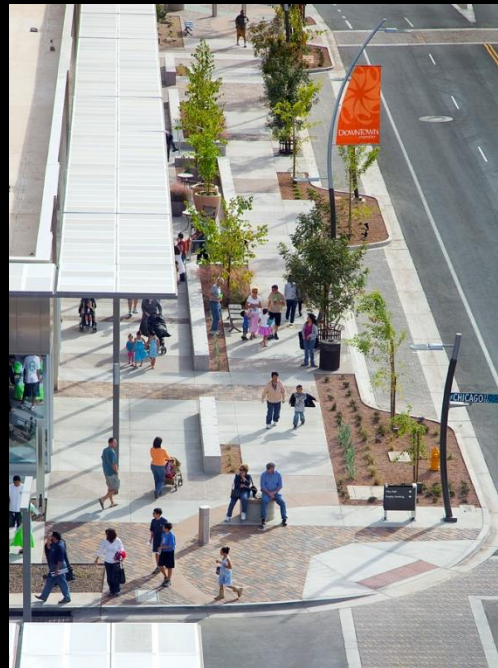


Conceptual Pedestrian View  
South Arizona Avenue Entry Corridor Improvements  
December 2008



# Thank You

## Questions & Answers



Arizona Avenue Improvement Project  
Chandler, Arizona

**DOWNTOWN**  
chandler



## PRESENTATION

### Regular City Council Meeting

4.B.

Meeting Date: 04/10/2019

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#### Presentation Topic/Summary:

Presentation and recognition of first, second, and third place winners for grades K-6th and 7th-12th, as well as, first and second place for College/University students for the City of San Luis César Chávez Art and Poetry Scholarship Contest. **(Francia Alonso, Public Information Officer/Assistant to the City Council)**

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## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

5.A.

Meeting Date: 04/10/2019

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#### Summary

#### **MINUTES OF**

- Work Session held March 20, 2019
  - Regular Council meeting held March 27, 2019
- 

#### Attachments

3/20/2019 WS

3/27/2019 RCM

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**MINUTES**  
**Work Session**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**March 20, 2019**  
**6:30 p.m.**

**1. CALL TO ORDER/ROLL CALL:** Vice-Mayor Maria Cecilia Ramos called the Work Session to order at approximately 6:34 p.m.

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

**ABSENT:** Mayor Gerardo Sanchez  
Council Member Jose Ponce

**OTHERS PRESENT:** Tadeo A. De La Hoya, City Manager  
Sonia Cornelio, City Clerk  
Kay Marion Macuil, City Attorney  
Eulogio Vera, Director of Public Works  
Francia Alonso, Assistant to Council/PIO  
Jenny Torres, Economic Development Manager  
Jesus Meza, Assistant Director of Parks & Recreation  
Jonathan Dumadag, IT Technician  
Jorge Perez, Billing & Collections Manager  
Jose Guzman, Director of Planning & Zoning  
Marco Santana, Police Lieutenant  
Ralph Velez, City Consultant  
Richard Jessup, Police Chief  
Christian Cueva, Simultaneous Interpreter  
Cesar Neyoy, Bajo El Sol  
Maria Nuñez, Resident  
Lucy Lopez, San Luis AZ News

**2. ITEMS FOR DISCUSSION ONLY**

**2. A. Discussion and possible directions to staff on any and all matters regarding the road connecting Los Alamos Subdivision and options for improvements to the road and creating alternative ingress and egress for the subdivision, funding options and legalities. (Eulogio Vera, Director of Public Works and Kay Marion Macuil, City Attorney)**

Mr. Eulogio Vera, Director of Public Works, informed that currently there is only one access to this subdivision, this access has a curve posted at 15 miles per hour. He stated that improvements have been discussed with staff and some residents. He mentioned that during this meeting some options will be presented to have a better access to this subdivision.

Ms. Kay Marion Macuil, City Attorney, informed the public presented that interpreting services are available for those that need it.

Mr. Vera informed that staff has looked at some options to improve the access to Los Alamos Subdivision. He added that five (5) cost estimates were obtained from different improvements to improve the access road. Option #1 will be to incorporate street lighting along the access to the curve over to Los Alamos entrance, the cost estimate is \$20,000.00 for just street lights. Option #2 will be to add a multi-use pathway and street lights from County 22<sup>nd</sup> Street all the way to the subdivision entrance this will improve pedestrian and bicycle access.

Council Member Matias Rosales asked if the multi-use path will be done on both sides of the street or just on one side.

Mr. Vera replied that it will be placed in only one side of the street and it will be a 10 foot paved multi-use pathway. He added that the inside of the street will be the best location to make this pathway. The cost estimate for option #2 is \$150,00.00. He informed that option #3 is for a reconstruction of the curve area, raise the curve to increase the radius and be able to increase the speed limit from 15 miles per hour to 35 and also to avoid flooding issues when it rains. The cost estimate for this option is \$213,000.00 to \$250,000.00 with 3% inflation from then to now at approximately \$300,000.00. Option #4 is a secondary access to the subdivision, this will be to extend County 22<sup>nd</sup> Street about ½ mile east all the way to Garcia Street, this estimate is only for roadway only no street lights nor pathway. The cost estimate is \$717,000.00.

Council Member Matias Rosales asked if the prices include the right-of-way cost.

Mr. Vera replied that no right-of-way cost was included as the department has contingency funds available to cover for this cost.

Council Member Matias Rosales asked how long the process for a right-of-way takes from Bureau of Reclamation.

Mr. Vera replied that it takes approximately 2 years to get it processed.

Council Member Gloria Torres asked if this subdivision has assessment districts.

Mr. Vera replied that unfortunately this subdivision does not have subdivision districts. He informed that option #5 will be to add a secondary access, but it includes street lighting and a multi-use pathway next to the roadway, the estimated cost is \$720,000.00. Mr. Vera explained that if Council would like to see a secondary access, this process will take time to acquire the right-of-way, do the design and look for funding to get this project going. He informed that option #5 pricing does not include the 17 street lights, which will increase the total estimated cost to \$35,000.00 more.

Vice Mayor Maria Cecilia Ramos stated that the main concern is the curve to this subdivision. She asked Mr. Vera what will be the best option from the ones presented.

Mr. Vera replied that the combination of options 1-3 are the best options. The option to increase the elevation of the curve will increase significantly the drivability of the curve, with the street lights and the multi-use pathway, this addresses the issue of having paved access to the subdivision. The inconvenience of this road being posted at 15 miles per hour is something that residents can get use to it. These options will also help with the drainage issue in that area.

Council Member Matias Rosales agreed with Mr. Vera and stated that staff can also work for a secondary access in the future, as it is needed.

Council Member Member Africa Luna-Carrasco asked how long would it take to complete options 1-3, would it be done in phases and how will the funding be obtained.

Mr. Vera replied that if this is done in phases, option #3 will have to go in first, then option #2 and then option #1. The estimated cost for the three options will be approximately \$400,000.00. The funding will be decided by Council and residents if a district is created in that area.

Ms. Kay Marion Macuil, City Attorney, made a presentation about Introduction to Community Facilities District, how is created and the powers of a district. A power point presentation was done by staff, a copy of this presentation is filed with the complete agenda packet filed at the Office of the City Clerk.

Ms. Yesenia Guzman, 2142 David Riedel Blvd., stated that the creation of the districts was discussed in previous meetings, but it was mentioned that the district was solely for the creation of a park in that area. She mentioned that now the district is used to make all this improvement on the subdivision entrance road, lighting and all other improvements. She asked if the district will be to make all those improvements and the new park.

Ms. Macuil replied that the district can be used to make the improvement on the road, create a park or it is up to the residents what they want to propose to create the district.

Ms. Guzman commented that the residents do want the changes but they do not want to add more to what each resident already pays in that area. She stated that this is the reason they came to the city to ask for help, as the residents do not want to add more expenses to their budgets.

Vice-Mayor Maria Cecilia Ramos asked Ms. Macuil to explain why this subdivision does not have improvement districts.

Ms. Macuil explained the district was never formed at subdivision plat, it was never created.

Council Member Matias Rosales commented that there are other subdivisions that do have the districts, for some reason in this subdivision the districts were not included. He mentioned that if a district is created, it will be wise to spread the expense for 10 to 20 years.

Ms. Guzman asked what will the city do to fix that road, if residents will be charged once the district is formed.

Council Member Matias Rosales replied that the improvements have to be paid back to the city in some form, for this reason districts are created in the subdivisions.

Ms. Guzman asked who will know if everybody is in agreement and pays their share every year.

Council Member Matias Rosales replied that the fee will be charged in the county property tax bill every year.

Council Member Africa Luna-Carrasco asked if in order to form the district does 100% of the subdivision need to agree in the formation of the district.

Ms. Macuil replied that only 25% needed of the land area of the subdivision need to agree.

Ms. Maria Nuñez, San Luis resident, asked if a new district is created, how is that going to affect the rest of the residents in the city. Also asked if the proposed property tax will benefit this new district.

Ms. Macuil replied that the new district will not affect the entire city, just the subdivision where is created and be benefited from the creation and mentioned that the proposed property tax is separate and it will benefit the Police & Fire Departments and Parks & Recreation.

Ms. Nuñez asked if other residents will benefit with the creation of this new district.

Ms. Macuil replied that the benefit is that the subdivision residents are paying for their own improvements.

Council Member Africa Luna-Carrasco mentioned that this problem was caused by the developer when the subdivision was created. She asked if the city is able to work with the developer to offset some of the costs to correct that road which should have been done at the beginning.

Ms. Macuil replied that the city can do a research to see if this is something that can be done, but the city does not have powers to mandate the developer to cover for the expenses.

A resident from 2313 E Galindo Street, San Luis, AZ, mentioned that during the last meeting held, the engineer mentioned that there are grants available to fix drainage problems, this would offset the cost of the improvements.

Ms. Jenny Torres, Economic Development Manager, replied that staff looked for Community Development Grant funding but unfortunately this subdivision does not qualify as low income. She added that staff would have to look for other grants from Arizona Department of Transportation, but at this time they are very restrictive in funding. She mentioned that to obtain a grant for a road project it is very difficult.

### 3. ADJOURNMENT

**MOTION:** Council Member Africa Luna-Carrasco to adjourn the Work Session at approximately 7:20 p.m. Motion passed unanimously. Vote was as follows:

Vice-Mayor Maria Cecilia Ramos	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

**MOTION:** Council Member Mario Buchanan Jr. / Council Member Africa Luna-Carrasco to reconvene the Work Session at approximately 7:21 p.m. Motion passed unanimously. Vote was as follows:

Vice-Mayor Maria Cecilia Ramos	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye

Council Member Matias Rosales           Aye  
Council Member Gloria Torres           Aye

Mr. Jorge Perez, 2369 Galindo Street, San Luis, AZ, asked what will be the next step after this meeting.

Ms. Francia Alonso, Assistant to Council/PIO, replied that the Mayor will be meeting with the residents that he has met previously with within the next two weeks. After meeting with them it will be determined if another work session will be needed.

**MOTION:** Council Member Gloria Torres/Council Member Mario Buchanan Jr. to adjourn the Work Session at approximately 7:23 p.m. Motion passed unanimously. Vote was as follows:

Vice-Mayor Maria Cecilia Ramos           Aye  
Council Member Mario Buchanan Jr.       Aye  
Council Member Africa Luna-Carrasco    Aye  
Council Member Matias Rosales           Aye  
Council Member Gloria Torres           Aye

**MINUTES**  
**Regular Council Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**March 27, 2019**  
**7:00 p.m.**

**1. CALL TO ORDER/ROLL CALL:** Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:02 p.m.

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

**OTHERS PRESENT:** Tadeo A. De La Hoya, City Manager  
Sonia Cornelio, City Clerk  
Kay Marion Macuil, City Attorney  
Derek Duenas, IT Manager  
Eulogio Vera, Director of Public Works  
Fausto Gonzalez, Training & Programs Coordinator  
Francia Alonso, PIO/Assistant to Council  
Janet Taylor, Legal Secretary  
Jenny Torres, Economic Development Manager  
Jesus Meza, Assistant Director of Parks & Recreation  
Joaquin Campa, Building Official  
Jorge Mungaray, IT Technician  
Jorge Perez, Billing & Collections Manager  
Jose Guzman, Director of Planning & Zoning  
Lizandro Galaviz, Director of Parks & Recreation  
Martha Jimenez, Building Inspector  
Monica Castro, Director of Finance  
Ric Bauermann, Fire Inspector  
Richard Jessup, Chief of Police  
Buna George, Executive Director Greater Yuma Port Authority  
Carlos Gonzalez, Resident  
Cesar Neyoy, Reporter  
Christian Cuevas, Simultaneous Interpreter  
Concepcion Ulloa, Resident

Maria Nuñez, Resident

## **2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Mayor Maria Cecilia Ramos.

## **3. INVOCATION**

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

## **4. PROCLAMATION/PRESENTATIONS**

### **4.A. -National Library Week April 8-13, 2019**

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Ms. Megan Baird, San Luis Branch Manager, thanked the Mayor and City Council for the support and proclamation.

Mayor Gerardo Sanchez thanked Ms. Baird for all the library does for its community.

### **4.B. Presentation followed by discussion and possible directions to staff on any and all matters regarding an update by the Humane Society of Yuma. (Tadeo A. De La Hoya, City Manager)**

Ms. Annette Lagunas, Executive Director, stated that the Humane Society of Yuma received a grant in the amount of \$1,000.00 and purchased two (2) microchip scanners for the City of San Luis Animal Control Officers as well as 16 microchips. Ms. Lagunas briefly explained and demonstrated how the scanners work. She added that at the recent vaccination clinic held in February, 1,000 animals were vaccinated from the City of San Luis, its residents want to take care of their animals and want to do the right thing.

Mayor Gerardo Sanchez thanked Ms. Lagunas for the update and their service.

### **4.C. Presentation of recognition plaques to Mr. Jesus Galvan for 18 years of service, Mr. Manuel Rojas for 18 years of service and Mr. Carlos Gonzalez for 26 years of service to the City of San Luis. (Fausto Gonzalez, Training & Programs Coordinator)**

Mr. Fausto Gonzalez, Training & Programs Coordinator, recognized the three (3) employees for their years of service and dedication.

Mr. Galvan and Mr. Rojas were not able to attend the meeting and Mr. Carlos Gonzalez was present.

Mr. Eulogio Vera, Director of Public Works, stated that the employees were very committed and will be hard to replace. He thanked Mr. Galvan, Mr. Rojas and Mr. Gonzalez for their years of dedication.

Mayor Gerardo Sanchez read Mr. Gonzalez's plaque and thanked him for his years of service and for what he has done for the City of San Luis.

Council Members congratulated Mr. Gonzalez and thanked him for his years of service.

Mr. Carlos Gonzalez thanked the Mayor, City Council and Mr. Vera for the opportunity.

## **5. CONSENT AGENDA**

### **5. A. MINUTES OF**

- **Work Session held March 6, 2019**

- **Regular Council meeting held March 13, 2019**

### **5. B. DISBURSEMENTS FROM MARCH 1, 2019 THROUGH MARCH 15, 2019.**

Total Disbursements \$642,941.08

(Six Hundred Forty-Two Thousand, Nine Hundred Forty-One Dollars and Eight Cents)

**MOTION:** Council Member Gloria Torres/Council Member Africa Luna-Carrasco to approve the Consent Agenda as presented. Motion passed unanimously.

The vote was as follows:

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

## **6. DISCUSSION AND POSSIBLE ACTION ITEMS:**

**6. A. Public hearing followed by discussion and possible action on any and all matters regarding Conditional Use Permit Case No. 2019-066. A request by Thompson Design Architects, on behalf of Regional Center for Border Health, owner, for a Conditional Use Permit to allow the construction of a 75,000 square feet medical office building to be located at 151 S. Oak Avenue, San Luis, Arizona. (Jose A. Guzman, Director of Planning and Zoning)**

### **A. Open public hearing**

**MOTION:** Council Member Jose Ponce/Council Member Africa Luna-Carrasco to open the public hearing. Motion passed unanimously.

The vote was as follows:

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

### **1. Staff presentation**

Mr. Jose Guzman, Director of Planning & Zoning, explained that the purpose of this request is to allow a 75,000 square feet medical office building, Regional Center for Border Health San Luis Medical Mall, to be located at 151 S. Oak Avenue. The property is zoned as Community Commercial (C-2). The use for medical office is listed as a permitted use under the Community Commercial zoning district, but any building for a permitted use with a gross area larger than 50,000 square feet requires a Conditional Use Permit. In this case, what triggers the Conditional Use Permit is not the use but the size of the building (75,000 square feet). The Planning and Zoning Commission held a public hearing for this item at their regular meeting of March 12, 2019, at San Luis Council Chambers. The Commission recommended approval of this request.

Mayor Gerardo Sanchez said that the conditional use permit was designed to prevent businesses like Wal-Mart to come to the City of San Luis. The city needs businesses greater than 50,000 square feet.

### **2. Call to the Public on this item**

### **B. Close public hearing**

**MOTION:** Council Member Africa Luna-Carrasco/Council Member Mario Buchanan Jr. to close the public hearing. Motion passed unanimously.

The vote was as follows:

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

**C. Action on Conditional Use Permit Case No.2019-066**

**MOTION:** Council Member Gloria Torres/Council Member Jose Ponce to approve the conditional use permit for the Regional Center for Border Health as presented. Motion passed unanimously.

The vote was as follows:

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

**6. B. Discussion and possible action on any and all matters regarding Resolution No. 2068. A resolution of the Mayor and City Council of the City of San Luis, Arizona, declaring as a public record those certain documents filed with the City Clerk titled 2018 International Building Code, 2018 International Residential Code, 2018 International Existing Building Code, 2012 International Mechanical Code, 2012 International Plumbing Code, 2018 International Property Maintenance Code, 2014 National Electrical Code, 2009 International Energy Conservation Code, 2018 International Swimming Pool and Spa Code, and the City of San Luis Amendments to each of said codes. (Joaquin Campa, Building Official)**

Mr. Joaquin Campa, Building Official, explained that the Building Safety Division has completed the amendments for the proposed building codes. These codes are also being adopted by the City of Yuma and Yuma County. These codes will allow contractors to build using their standard plans in the residential use and enhance their plans for commercial. They have given foreign contractors the perspective of prevailing the building department in the City of San Luis with trained and certified staff and also a supportive government body. The three (3) sets of building codes and amendments have been filed and submitted to the City Clerk's Office for public access and consultation. With the approval of this resolution, these documents become a public record.

Mayor Gerardo Sanchez thanked Mr. Campa for his hard work and effort to this project.

Council Member Matias Rosales asked if staff met with the City of Yuma in regards to the amendments, deletions and/or additions to the building code to make sure everyone is on the same page.

Mr. Campa responded that staff attended a few meetings and they are in contact and are willing to help in the adoption of this code.

Mayor Gerardo Sanchez added that he knows staff will be proactive and will work with customers because sometimes the needs of the City of San Luis are different and thanked him and staff for complying and being helpful to customers.

**MOTION:** Council Member Jose Ponce/Council Member Africa Luna-Carrasco to approve Resolution No. 2068. Motion passed unanimously.

The vote was as follows:

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

**6. C. Discussion and possible action on any and all matters regarding Ordinance No. 390. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the San Luis City Code, Chapter 150 Building Regulations to adopt the 2018 International Building Code, 2018 International Residential Code, 2018 International Existing Building Code, 2012 International Mechanical Code, 2012 International Plumbing Code, 2018 International Property Maintenance Code, 2014 National Electrical Code, 2009 International Energy Conservation Code, 2018 International Swimming Pools and Spa Code, and the City of San Luis amendments to the each of said Codes; repealing Section 150.010 “Miscellaneous Rescinded and Repealed Codes; Excepted Moratorium;” renumbering Section 150.009 “Construction Debris” to Section 150.011; renumbering Section 150.011 “Building Official” to Section 150.012; renumbering Section 150.012 “Enforcement” to Section 150.013; renumbering Section 150.013 “Additional Regulations to Section 150.014; renumbering Section 150.014 “Conflict” to Section 150.015; providing for a July 15, 2019, effective date; repealing any conflicting provisions; and providing for severability. (Joaquin Campa, Building Official)**

Mr. Joaquin Campa, Building Official, explained that this ordinance is to adopt the building codes with their amendments for the City of San Luis. These codes will become effective three (3) months from today to give the opportunity to contractors to update their standard plans. During this timeframe it will be up to them to continue using the 2003 or move on to the 2018 at any time during the adoption.

**MOTION:** Council Member Jose Ponce/Vice Mayor Maria Cecilia Ramos to approve the reading of Ordinance No. 390 by title only. Motion passed unanimously.

The vote was as follows:

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

Mrs. Sonia Cornelio, City Clerk, read Ordinance No. 390 by title only.

**MOTION:** Vice Mayor Maria Cecilia Ramos/Council Member Jose Ponce to approve and adopt Ordinance No. 390. Motion passed unanimously.

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

## 7. SUMMARY OF CURRENT EVENTS

Mayor Gerardo Sanchez reported that he was informed today by the Port Director that there have been some changes effective immediately, they are moving 750 CBP Officers from the different ports in Arizona and California to Texas. So with this delays will be expected as they will be closing some lanes and they are trying their hardest to provide the best customer service they can. It will affect the SENTRI lane and the waiting time to cross not only in San Luis but throughout the state. Hopefully the City of San Luis gets the \$248 million to get the 16 lanes for the San Luis Port of Entry I.

Vice Maria Cecilia Ramos reported that she attended President Andres Manuel Lopez Obrador from Mexico and Governor Pavlovich from Sonora, they announced their urban improvement program. They had visitors from the high school to elderlies visiting the president, he is very unique because he did not want any kind of security. On her way back she waited a couple hours to cross.

Mayor Gerardo Sanchez added that some of the reporters were there up to three (3) hours waiting in line to cross and they were on TV so people are aware. He doesn't think the people from the east are aware of what the situation is as they only have an image because their emphasis has been the wall and his emphasis has always been the port of entry, economic development and security not building a barrier.

Council Member Jose Ponce reminded everyone about tomorrow's event, the gala dinner of Cesar Chavez Legacy. The event will take place at the Cultural Center from 7:00 p.m. to 10:00 p.m. and tickets are \$20.00 or \$100.00 for the table with six (6) chairs.

Council Member Africa Luna-Carrasco reported that the Arte En La Calle took place Saturday, they had a lot of local art from the City of San Luis and San Luis Rio Colorado. She wished more citizens would participate and take advantage of all the things the city puts out for them. She also mentioned that the art and poetry contest was held and there were 93 entries from all the grade levels and all residents from the City of San Luis, winners were selected last Thursday.

Ms. Francia Alonso, PIO/Assistant to the City Council, mentioned the winners to be as follows:

Category Kinder – 6<sup>th</sup> Grade: 1<sup>st</sup> Place Monica Gil, 2<sup>nd</sup> Place Itzel Rodriguez and 3<sup>rd</sup> Place Raul Ordaz.

Category 7<sup>th</sup> – 12<sup>th</sup> Grade: Ms. Maria Cisneros Special Ed Class Nicole Hernandez and Frank Nieto.

Category College – University: Jose Fimbres and Vanessa Vasquez.

Mayor Gerardo Sanchez commented that it cannot be said that the city does not put out different events, the city constantly organizes events that are cultural and inexpensive.

## **8. CALL TO THE PUBLIC**

Ms. Susy Zambrano with Arizona Western College (AWC), 691 E. George Place, Somerton, AZ, thanked the city for their support by attending the District Governing Body Board meeting; Vice Mayor Maria Cecilia Ramos, Louie Galaviz, Andrea Soto and Francia Alonso. It meant a lot to AWC to have the City of San Luis present. She specially thanked Vice Mayor Maria Cecilia Ramos for expressing the desire of having AWC expand and grow in south Yuma County and Ms. Zambrano thinks it is a very important message.

Vice Mayor Maria Cecilia Ramos thanked Ms. Zambrano for inviting the city and will continue to remind the board of the expansion of AWC.

Mayor Gerardo Sanchez said that the vast majority of high school graduates go to AWC and thinks the campus in San Luis is too small. The minute that building was finished was the minute they realized it was too small. He believes that building originally was supposed to have been a two (2) story building but the funds were deviated to the main campus.

Ms. Maria Nuñez, 1449 Arden Avenue, San Luis, AZ, stated that formally and informally she wanted to let the Mayor and City Council know that for over 35 years when they first got their sidewalks and pavement at International Plaza I, they were exempt from prohibiting residents in that area park on sidewalks but things have changed, that will no longer be the case. The sidewalks will only be for pedestrians coming through the neighborhood going to Wal-Mart and for the residents such as children and the elderly. This exemption was made because they were going to help give enough money to make their street wider, because being that cars are going to have to be parked inside their homes, the issue now is the family who

comes to visit will not be allowed to park on sidewalks or on the streets so they need room for the family to visit. She will continue to communicate with city staff to see how in the future help can be provided to this neighborhood, they are pioneers of the city and have been since the 1970's.

**9. EXECUTIVE SESSION**

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

**Discussion and possible action to hold an Executive Session pursuant to A.R.S. §38-431.03(A)(3) on any and all matters regarding consultation for legal advice with the city attorneys on the laws of annexation. (Kay Marion Macuil, City Attorney and Glenn J. Gimbut, Assistant City Attorney)**

**MOTION:** Vice Mayor Maria Cecilia Ramos/Council Member Mario Buchanan Jr. to go into Executive Session at approximately 7:47 p.m. Motion passed unanimously.

The vote was as follows:

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

**10. MOTION TO GO BACK TO REGULAR SESSION**

**MOTION:** Council Member Matias Rosales/Council Member Mario Buchanan Jr. to back to Regular Session at approximately 8:49 p.m. Motion passed unanimously.

The vote was as follows:

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

## 11. ADJOURNMENT

**MOTION:** Council Member Matias Rosales/Council Member Africa Luna-Carrasco to adjourn the Regular Council meeting at approximately 8:496 p.m. Motion passed unanimously.

The vote was as follows:

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



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

5.B.

Meeting Date: 04/10/2019

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#### Summary

#### **DISBURSEMENTS FROM MARCH 16, 2019 THROUGH MARCH 31, 2019.**

Total Disbursements \$1,093,223.47

(One Million, Ninety-Three Thousand, Two Hundred Twenty-Three Dollars and Forty-Seven Cents)

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#### Attachments

Disbursements

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# City of San Luis

Finance Department

## COUNCIL MEETING APRIL 10, 2019 Disbursement Reports from 3/16/2019 to 3/31/2019

<u>Bank Accounts</u>	<u>Check Date</u>	<u>Amount</u>	<u>Schedule</u>
Payroll Check Account	3/19/2019	\$ 306,142.11	Schedule A
Accounts Payable Check Account	3/21/2019	\$ 160,492.41	Schedule B
Accounts Payable Check Account	3/28/2019	\$ 626,588.95	Schedule C

**Total Disbursements: \$ 1,093,223.47**

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

Prepared by Angelica V. Castro:

*Angelica V. Castro*

Verified by Director of Finance:

*For Finance Director Miguel Ramirez*

For Council approval on: \_\_\_\_\_

**Mayor:** \_\_\_\_\_

**Council:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

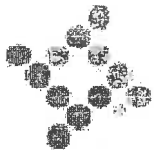
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RECEIVED

2019 APR -3 A 11:35

CITY OF SAN LUIS  
OFFICE OF THE CITY CLERK



Schedule A

# Pay Day Register

Pay Date Range 03/02/19 - 03/15/19

Pay Batch 201906

			Workers' Comp	Gross Base
PSPRS POLICE DB RATE - TIER	3,127.88	26,848.77		
PSPRS POLICE DB RATE - TIER 2	1,079.64	9,267.23	ANIMAL CONTROL OFFICERS	62.59 2,782.03
PSPRS POLICE DB RATE - TIER 3	1,081.06	10,875.87	ATTORNEY- ALL & CLERICAL-	67.51 30,683.62
STANDARD LIFE ADDTNL	818.78	.00	AUTO SERVICE/ REPAIR	147.49 5,286.59
TRANSWESTERN MEXICAN	96.26	.00	BUILDING- NOC OPER BY	949.70 26,234.79
U.S. MEX DENTAL - EE &	571.32	.00	BUS COMPANY AND DRIVERS	150.49 2,726.15
U.S. MEX DENTAL - EE &	84.64	.00	CLERICAL OFFICE/ LIBRARY/	219.67 91,521.41
UNITED WAY	14.00	.00	Electrician	60.10 1,914.00
US & MEX DENTAL= FAMILY	554.82	.00	FIREFIGHTERS & DRIVERS	3,385.31 96,174.16
US & MEX HEALTH = C	5,992.00	.00	GARBAGE/ ASH/ REFUSE	268.44 4,294.93
US & MEX HEALTH = FAMILY	4,472.88	.00	MUNICIPAL/ TOWN/	69.23 3,956.00
US & MEX HEALTH = SP	1,048.60	.00	PARKS- NOC ALL EMPLOYEES	492.24 15,878.70
VSP - VISION FAMILY	578.10	.00	POLICE OFFICERS	4,163.06 95,047.06
Net	<u>\$306,142.11</u> ✓		RECREATION- ALL EMPLOYEES/	219.41 16,016.13
			SEWAGE DISPOSAL/ PLANT	684.58 19,900.48
			Street or Road Construction	1,875.77 23,359.38
			WATERWORKS OPERATIONS	617.58 17,797.81
			Total	<u>\$13,433.17</u>

Direct Deposits	Amount
1st Bank Yuma	24,210.15
ACADEMY BANK	3,488.28
Bank of America	200.00
BBVA COMPASS	854.31
Charles Sch	200.00
Chase Bank	136,355.43
CHASE BANK CA	2,381.80
CHASE BANK MORGAN	1,668.45
chase centro	944.79
Federal Credit Union	42,243.11
FF CREDIT UNION	300.00
GREEN DOT BANK	1,526.45
National Bank	500.00
Navy Federal	9,155.03
NetSpend Corporation DD	120.00
NORTH ISLAND CREDIT UNION	1,013.48
Sunbank	1,616.29
USAA FEDERAL SAVING	1,821.98
WASHINGTON FEDERAL	859.66
Wells Fargo	57,146.25
WELLS FARGO ARKANSAS	1,521.36
Total	<u>\$288,126.82</u>

Prepared by:  
Deborah Luna

Date:

# Payment Register

From Payment Date: 3/18/2019 - To Payment Date: 3/21/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
88658	03/21/2019	Open			Accounts Payable	YUMA OFFICE EQUIPMENT	\$3,202.49		
88659	03/21/2019	Open			Accounts Payable	YUMA PRINTING & GRAPHIC DEPT.	\$1,625.23		
88660	03/21/2019	Open			Accounts Payable	CARASOFT TECHNOLOGY CORPORATION	\$734.38		
88661	03/21/2019	Open			Accounts Payable	FLORES, EDER, R	\$4,400.00		
88662	03/21/2019	Open			Accounts Payable	GONZALEZ, FAUSTO	\$1,200.00		
88663	03/21/2019	Open			Accounts Payable	RALPH VELEZ CONSULTING SERVICES	\$6,630.00		
88664	03/21/2019	Open			Accounts Payable	RALPH VELEZ CONSULTING SERVICES	\$3,268.88		
88665	03/21/2019	Open			Accounts Payable	SPECTRUM BUSINESS	\$221.89		
88666	03/21/2019	Open			Accounts Payable	VERIZON WIRELESS MESSAGING SVC	\$5,694.66		
Type Check Totals:									
1BYPAYABLE - 1st BY Accounts Payable Totals									
							90 Transactions	\$160,492.41	

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	89	\$158,473.52	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$2,018.89	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>90</b>	<b>\$160,492.41</b>	<b>\$0.00</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	89	\$158,473.52	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$2,018.89	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>90</b>	<b>\$160,492.41</b>	<b>\$0.00</b>

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	89	\$158,473.52	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$2,018.89	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>90</b>	<b>\$160,492.41</b>	<b>\$0.00</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	89	\$158,473.52	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	1	\$2,018.89	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>90</b>	<b>\$160,492.41</b>	<b>\$0.00</b>

Miguel Ramirez  
03/21/2019

Prepared By:  
Maggie Dominguez  
Date: Maggie D.  
3/21/19.

# Payment Register

From Payment Date: 3/18/2019 - To Payment Date: 3/21/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
88577	03/21/2019	Open			Accounts Payable	LOWE'S HIW, INC.	\$6,790.15		
88578	03/21/2019	Open			Accounts Payable	BALSINO, PETER, M	\$159.98		
88579	03/21/2019	Open			Accounts Payable	CALIFORNIA STATE DISBURSEMENT UNIT	\$252.91		
88580	03/21/2019	Open			Accounts Payable	FOP/ALC	\$225.00		
88581	03/21/2019	Open			Accounts Payable	SAN LUIS POLICE OFFICERS ASSOC	\$390.00		
88582	03/21/2019	Open			Accounts Payable	STANDARD INSURANCE CO.	\$7,629.74		
88583	03/21/2019	Open			Accounts Payable	SUPPORT PAYMENT CLEARINGHOUSE	\$4,178.49		
88584	03/21/2019	Open			Accounts Payable	UNITED WAY OF YUMA COUNTY INC.	\$14.00		
88585	03/21/2019	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS- IAFF	\$825.00		
88586	03/21/2019	Open			Accounts Payable	4 IMPRINT	\$300.84		
88587	03/21/2019	Open			Accounts Payable	ADGRAPHIX, LLC	\$79.00		
88588	03/21/2019	Open			Accounts Payable	AIRGAS-WEST	\$408.17		
88589	03/21/2019	Open			Accounts Payable	ALSCO, INC	\$2,846.80		
88590	03/21/2019	Open			Accounts Payable	ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY	\$200.00		
88591	03/21/2019	Open			Accounts Payable	ARIZONA POLICE PSYCHOLOGY, PLLC	\$300.00		
88592	03/21/2019	Open			Accounts Payable	ARIZONA STATE LAND DEPARTMENT	\$500.00		
88593	03/21/2019	Open			Accounts Payable	ARIZONA WESTERN COLLEGE	\$45.00		
88594	03/21/2019	Open			Accounts Payable	AUTOZONE STORES, INC	\$1,502.71		
88595	03/21/2019	Open			Accounts Payable	AVILA, JULIO	\$90.00		
88596	03/21/2019	Open			Accounts Payable	B&H FOTO & ELECTRONICS CORP.	\$633.17		
88597	03/21/2019	Open			Accounts Payable	BENCHMARK ANALYTICS	\$5,000.00		
88598	03/21/2019	Open			Accounts Payable	BILL ALEXANDER FORD	\$2,817.76		
88599	03/21/2019	Open			Accounts Payable	BLT ASPHALT LLC	\$1,567.60		
88600	03/21/2019	Open			Accounts Payable	BLT READY MIX CONCRETE LLC	\$2,510.06		
88601	03/21/2019	Open			Accounts Payable	BORDER GYM FITNESS LLC	\$924.00		
88602	03/21/2019	Open			Accounts Payable	BORDER PRECAST INC.	\$810.00		
88603	03/21/2019	Open			Accounts Payable	CENTURYLINK	\$1,327.81		
88604	03/21/2019	Open			Accounts Payable	CENTURYLINK	\$274.00		
88605	03/21/2019	Open			Accounts Payable	CORREA, JUAN	\$150.00		
88606	03/21/2019	Open			Accounts Payable	DAVIS, DAVID W.	\$262.57		
88607	03/21/2019	Open			Accounts Payable	DE LA HOYA, TADEO	\$478.00		
88608	03/21/2019	Open			Accounts Payable	DESERT WATER	\$265.66		
88609	03/21/2019	Open			Accounts Payable	EMAZON, JESUS	\$180.00		
88610	03/21/2019	Open			Accounts Payable	EXCEPTIONAL WATER SYSTEMS, LLC	\$17,717.17		
88611	03/21/2019	Open			Accounts Payable	FILTRONICA, INC.	\$1,235.00		
88612	03/21/2019	Open			Accounts Payable	FRANCO, MARTIN, A	\$42.00		
88613	03/21/2019	Open			Accounts Payable	GARCIA, JESUS	\$100.00		
88614	03/21/2019	Open			Accounts Payable	GILA ELECTRONIC	\$1,263.83		
88615	03/21/2019	Open			Accounts Payable	GLOBAL EQUIPMENT COMPANY INC.	\$176.26		

# Payment Register

From Payment Date: 3/18/2019 - To Payment Date: 3/21/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
88616	03/21/2019	Open			Accounts Payable	GONZALEZ, SANTIAGO, A	\$475.00		
88617	03/21/2019	Open			Accounts Payable	GUARDIAN MEDICAL PRODUCTS, LLC	\$1,242.27		
88618	03/21/2019	Open			Accounts Payable	HERRERA, EDGAR	\$150.00		
88619	03/21/2019	Open			Accounts Payable	HOPPSTETTER'S OFFICE CITY	\$1,680.78		
88620	03/21/2019	Open			Accounts Payable	IPS GROUP INC	\$536.67		
88621	03/21/2019	Open			Accounts Payable	JACUINDE , ANITA	\$36.00		
88622	03/21/2019	Open			Accounts Payable	KENDALL ACQUISITIONS COMPANY, LLC	\$338.00		
88623	03/21/2019	Open			Accounts Payable	KINGHOSE INDUSTRY LLC	\$121.96		
88624	03/21/2019	Open			Accounts Payable	KTL&C, LLC.	\$490.50		
88625	03/21/2019	Open			Accounts Payable	LA PEQUENA	\$400.00		
88626	03/21/2019	Open			Accounts Payable	LARA, OSCAR	\$147.29		
88627	03/21/2019	Open			Accounts Payable	LOOMIS	\$1,551.68		
88628	03/21/2019	Open			Accounts Payable	LOPEZ RIOS, JOSE , A	\$270.00		
88629	03/21/2019	Open			Accounts Payable	MACHADO, IVAN & AIXIA GUTIERREZ	\$3,530.00		
88630	03/21/2019	Open			Accounts Payable	MARKETING DESIGN AND PRINTING	\$1,875.90		
88631	03/21/2019	Open			Accounts Payable	MEDINA, JOSE	\$20.00		
88632	03/21/2019	Open			Accounts Payable	O'REILLY AUTO PARTS	\$1,771.09		
88633	03/21/2019	Open			Accounts Payable	OFFICE DEPOT	\$1,610.30		
88634	03/21/2019	Open			Accounts Payable	ON TRACK OVERHEAD DOORS	\$1,250.00		
88635	03/21/2019	Open			Accounts Payable	PINNACLE MEDICAL GROUP, AZ- P.C	\$115.00		
88636	03/21/2019	Open			Accounts Payable	QUIÑONES TIRES LLC	\$25.00		
88637	03/21/2019	Open			Accounts Payable	RAMIREZ, TERESITA, D	\$216.00		
88638	03/21/2019	Open			Accounts Payable	RAMIREZ MUNGUIA, ARTURO, I	\$80.00		
88639	03/21/2019	Open			Accounts Payable	SABORI, MARIA	\$91.00		
88640	03/21/2019	Open			Accounts Payable	SAN LUIS SPEAR POINT SOLAR I, LLC	\$13,828.87		
88641	03/21/2019	Open			Accounts Payable	SECRETARY OF STATE	\$43.00		
88642	03/21/2019	Open			Accounts Payable	SHUCK DRILLING COMPANY LLC	\$2,591.52		
88643	03/21/2019	Open			Accounts Payable	SILVA, JUAN, MANUEL	\$50.00		
88644	03/21/2019	Open			Accounts Payable	SIRCHIE FINGER PRINT LABORATORIES	\$270.90		
88645	03/21/2019	Open			Accounts Payable	SMITH, RALPH E. SR.	\$540.00		
88646	03/21/2019	Open			Accounts Payable	SONORAN CYCLES, LLC	\$33.60		
88647	03/21/2019	Open			Accounts Payable	SOUTH YUMA COUNTY LANDFILL	\$25,103.13		
88648	03/21/2019	Voided		03/21/2019	Accounts Payable	SPECTRUM BUSINESS	\$2,018.89		
88649	03/21/2019	Open			Accounts Payable	STANDARD PRINTING COMPANY, INC	\$1,384.10		
88650	03/21/2019	Open			Accounts Payable	SUN RENTAL AND SALES INC.	\$76.50		
88651	03/21/2019	Open			Accounts Payable	UNIVERSAL BACKGROUND SCREENING INC	\$481.50		
88652	03/21/2019	Open			Accounts Payable	US POST MASTER	\$2,751.46		
88653	03/21/2019	Open			Accounts Payable	USA BLUE BOOK	\$244.28		
88654	03/21/2019	Open			Accounts Payable	VILLEGAS, LITZY	\$48.00		
88655	03/21/2019	Open			Accounts Payable	YUMA COUNTY RECORDER	\$130.00		
88656	03/21/2019	Open			Accounts Payable	YUMA INSURANCE, INC	\$50.00		
88657	03/21/2019	Open			Accounts Payable	YUMA NURSERY SUPPLY	\$1,372.01		

# Payment Register

From Payment Date: 3/25/2019 - To Payment Date: 3/28/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
88784	03/28/2019	Open			Accounts Payable	YUMA WINLECTRIC CO.	\$2,786.19		
88785	03/28/2019	Open			Accounts Payable	TAYLOR ENGINEERING PLLC	\$135,744.68		
Type Check Totals:							\$626,588.95		
1BYPAYABLE - 1st BY Accounts Payable Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	119	\$626,588.95	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>119</b>	<b>\$626,588.95</b>	<b>\$0.00</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	119	\$626,588.95	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>119</b>	<b>\$626,588.95</b>	<b>\$0.00</b>

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	119	\$626,588.95	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>119</b>	<b>\$626,588.95</b>	<b>\$0.00</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	119	\$626,588.95	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>119</b>	<b>\$626,588.95</b>	<b>\$0.00</b>

Prepared By:  
Maggie Dominguez  
Date: Maggie D.

3/28/19  
C

# Payment Register

From Payment Date: 3/25/2019 - To Payment Date: 3/28/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
88667	03/28/2019	Open			Accounts Payable	24 KARAT JEWELERS	\$596.13		
88668	03/28/2019	Open			Accounts Payable	A & H ELECTRIC	\$1,040.00		
88669	03/28/2019	Open			Accounts Payable	ALDAMA, EMMANUEL	\$327.00		
88670	03/28/2019	Open			Accounts Payable	ALSCO, INC	\$444.30		
88671	03/28/2019	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO SALES	\$375.00		
88672	03/28/2019	Open			Accounts Payable	APPLIED PRODUCTS GROUP LLC	\$11,115.49		
88673	03/28/2019	Open			Accounts Payable	ARIZONA BRAKE & CLUTCH SUPPLY	\$57.92		
88674	03/28/2019	Open			Accounts Payable	ARIZONA MUNICIPAL RISK	\$111,583.00		
88675	03/28/2019	Open			Accounts Payable	ARIZONA SECRETARY OF STATE	\$100.00		
88676	03/28/2019	Open			Accounts Payable	ARIZONA STATE TREASURER	\$64,839.47		
88677	03/28/2019	Open			Accounts Payable	ARIZONA SUPREME COURT	\$35.00		
88678	03/28/2019	Open			Accounts Payable	AUTOZONE STORES, INC	\$3,099.93		
88679	03/28/2019	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$44.50		
88680	03/28/2019	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$102.00		
88681	03/28/2019	Open			Accounts Payable	B&H FOTO & ELECTRONICS CORP.	\$67.93		
88682	03/28/2019	Open			Accounts Payable	BLT ASPHALT LLC	\$2,285.77		
88683	03/28/2019	Open			Accounts Payable	BLT READY MIX CONCRETE LLC	\$3,432.18		
88684	03/28/2019	Open			Accounts Payable	BORDER CONSTRUCTION SPECIALTIES	\$2,602.45		
88685	03/28/2019	Open			Accounts Payable	BOUCHER, MICHELLE	\$59.00		
88686	03/28/2019	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	\$2,314.40		
88687	03/28/2019	Open			Accounts Payable	CAMACHO, BELLA, L	\$35.00		
88688	03/28/2019	Open			Accounts Payable	CARDENAS, ERNESTO	\$327.00		
88689	03/28/2019	Open			Accounts Payable	CASTRO, MONICA	\$192.00		
88690	03/28/2019	Open			Accounts Payable	CDWG	\$1,423.90		
88691	03/28/2019	Open			Accounts Payable	CELAYA, JOSE E	\$1,064.98		
88692	03/28/2019	Open			Accounts Payable	CENTERLINE SUPPLY WEST	\$4,818.94		
88693	03/28/2019	Open			Accounts Payable	CENTURYLINK	\$1,327.81		
88694	03/28/2019	Open			Accounts Payable	CHAYRA, AXEL	\$91.00		
88695	03/28/2019	Open			Accounts Payable	CMI INC.	\$428.60		
88696	03/28/2019	Open			Accounts Payable	CORE ENGINEERING GROUP, PLLC	\$3,188.75		
88697	03/28/2019	Open			Accounts Payable	CRAFCO INC.	\$21,756.32		
88698	03/28/2019	Open			Accounts Payable	CUEVAS, CHRISTIAN	\$75.00		
88699	03/28/2019	Open			Accounts Payable	DANA-KEPNER COMPANY INC.	\$13,252.00		
88700	03/28/2019	Open			Accounts Payable	DE LA HOYA, TADEO	\$412.67		
88701	03/28/2019	Open			Accounts Payable	DE LOS REYES, JUAN	\$327.00		
88702	03/28/2019	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	\$35.00		
88703	03/28/2019	Open			Accounts Payable	DESERT VALLEY SERVICES, INC	\$643.50		
88704	03/28/2019	Open			Accounts Payable	DESERT WATER	\$12.27		
88705	03/28/2019	Open			Accounts Payable	DUENAS, DEREK	\$255.00		
88706	03/28/2019	Open			Accounts Payable	DUMADAG, JONATHAN	\$164.00		
88707	03/28/2019	Open			Accounts Payable	EAP PREFERRED	\$459.90		
88708	03/28/2019	Open			Accounts Payable	ECHAVARRIA, NOHEMY	\$344.00		

# Payment Register

From Payment Date: 3/25/2019 - To Payment Date: 3/28/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
88709	03/28/2019	Open			Accounts Payable	ECONO SIGN & BARRICADE, LLC	\$2,253.42		
88710	03/28/2019	Open			Accounts Payable	ELLIOTT AUTO SUPPLY CO INC	\$2,253.14		
88711	03/28/2019	Open			Accounts Payable	FENCEMASTERS INC	\$614.58		
88712	03/28/2019	Open			Accounts Payable	FERGUSON WATERWORKS	\$2,451.33		
88713	03/28/2019	Open			Accounts Payable	FIRERESQ, INC	\$3,792.31		
88714	03/28/2019	Open			Accounts Payable	FISHER CHEVROLET - PARTS	\$33,405.90		
88715	03/28/2019	Open			Accounts Payable	FRESH TERRA SERVICES LLC	\$1,945.00		
88716	03/28/2019	Open			Accounts Payable	G&T LOCKSMITH AND SAFE CO.	\$313.28		
88717	03/28/2019	Open			Accounts Payable	GONZALEZ, SANTIAGO, A	\$175.00		
88718	03/28/2019	Open			Accounts Payable	GRAND CANYON COUNCIL INC	\$911.60		
88719	03/28/2019	Open			Accounts Payable	GUARDIAN MEDICAL PRODUCTS, LLC	\$4,287.33		
88720	03/28/2019	Open			Accounts Payable	GUTIERREZ, JUAN, F	\$400.00		
88721	03/28/2019	Open			Accounts Payable	HEINFELD, MEECH & CO., P.C.	\$10,450.88		
88722	03/28/2019	Open			Accounts Payable	HERNANDEZ, SAMUEL	\$150.00		
88723	03/28/2019	Open			Accounts Payable	HILL BROTHERS CHEMICAL CO.	\$6,939.54		
88724	03/28/2019	Open			Accounts Payable	INTERNATIONAL ASSOC. FOR PROP/EVIDENCE	\$50.00		
88725	03/28/2019	Open			Accounts Payable	IRON MOUNTAIN INC	\$42.80		
88726	03/28/2019	Open			Accounts Payable	JAMES DAVEY AND ASSOCIATES	\$7,823.00		
88727	03/28/2019	Open			Accounts Payable	LARA, ISIDRO	\$60.00		
88728	03/28/2019	Open			Accounts Payable	LOPEZ, ENRIQUE	\$76.00		
88729	03/28/2019	Open			Accounts Payable	MANHATTANLIFE ASSURANCE CO	\$317.84		
88730	03/28/2019	Open			Accounts Payable	MARKETING DESIGN AND PRINTING	\$119.88		
88731	03/28/2019	Open			Accounts Payable	MASSMUTUAL FINANCIAL GROUP	\$120.00		
88732	03/28/2019	Open			Accounts Payable	MASTER AUTO GLASS LLC	\$471.57		
88733	03/28/2019	Open			Accounts Payable	MCNEECE BROS. OIL COMPANY, INC	\$367.26		
88734	03/28/2019	Open			Accounts Payable	MECHO'S MOBIL WELDING	\$1,440.00		
88735	03/28/2019	Open			Accounts Payable	MGM INTERNET SOLUTIONS, INC	\$45.00		
88736	03/28/2019	Open			Accounts Payable	MILLER, DAMIAN	\$327.00		
88737	03/28/2019	Open			Accounts Payable	NEW YORK LIFE INSURANCE CO.	\$169.12		
88738	03/28/2019	Open			Accounts Payable	O'REILLY AUTO PARTS	\$192.06		
88739	03/28/2019	Open			Accounts Payable	OFFICE NATION, INC.	\$846.20		
88740	03/28/2019	Open			Accounts Payable	ONE SOURCE DISTRIBUTOR LLC	\$4,913.29		
88741	03/28/2019	Open			Accounts Payable	PACIFIC MEDICAL WASTE	\$45.00		
88742	03/28/2019	Open			Accounts Payable	PEACEKEEPER PRODUCTS INT'L	\$42.50		
88743	03/28/2019	Open			Accounts Payable	PEREZ, CLAUDIA, L	\$30.00		
88744	03/28/2019	Open			Accounts Payable	PEREZ, JORGE	\$192.00		
88745	03/28/2019	Open			Accounts Payable	PFVT MOTORS, INC	\$69,905.32		
88746	03/28/2019	Open			Accounts Payable	PHOKUS RESEARCH GROUP, INC	\$132.50		
88747	03/28/2019	Open			Accounts Payable	PREPAID LEGAL SERVICES	\$128.55		
88748	03/28/2019	Open			Accounts Payable	PURCELL TIRE CO.	\$894.52		
88749	03/28/2019	Open			Accounts Payable	QUINONEZ, FRANCISCO	\$225.00		
88750	03/28/2019	Open			Accounts Payable	RAMON MOSQUEDA	\$383.46		
88751	03/28/2019	Open			Accounts Payable	REAL COFFEE, LLC	\$57.05		
88752	03/28/2019	Open			Accounts Payable	REDBURN TIRE COMPANY	\$1,236.91		
88753	03/28/2019	Open			Accounts Payable	ROLLS AND BOWLS LLC	\$345.49		
88754	03/28/2019	Open			Accounts Payable	RUSH TRUCK CENTER	\$1,584.26		

# Payment Register

From Payment Date: 3/25/2019 - To Payment Date: 3/28/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
88755	03/28/2019	Open			Accounts Payable	SHERWIN WILLIAM	\$5,092.10		
88756	03/28/2019	Open			Accounts Payable	SIGN MASTERS	\$469.15		
88757	03/28/2019	Open			Accounts Payable	SOUTH YUMA COUNTY LANDFILL	\$15,252.67		
88758	03/28/2019	Open			Accounts Payable	SOUTHWEST SANITATION SERVICES, LLC	\$319.00		
88759	03/28/2019	Open			Accounts Payable	SPECIALTY PUBLICATIONS OF CLEARWATER	\$1,500.00		
88760	03/28/2019	Open			Accounts Payable	SPECTRUM BUSINESS	\$5,338.70		
88761	03/28/2019	Open			Accounts Payable	SUN RENTAL AND SALES INC.	\$281.98		
88762	03/28/2019	Open			Accounts Payable	SUPREME PLUMBING SOLUTIONS LLC	\$150.00		
88763	03/28/2019	Open			Accounts Payable	THE LIFEGUARD STORE, INC	\$1,798.22		
88764	03/28/2019	Open			Accounts Payable	THE ROACH PEST CONTROL	\$2,475.00		
88765	03/28/2019	Open			Accounts Payable	THOMSON WEST PUBLISHING CO.	\$1,098.59		
88766	03/28/2019	Open			Accounts Payable	TRANSWESTERN INSURANCE ADMIN	\$192.50		
88767	03/28/2019	Open			Accounts Payable	ULINE, INC.	\$1,355.78		
88768	03/28/2019	Open			Accounts Payable	ULTRA SHOW MAKERS LLC	\$6,642.60		
88769	03/28/2019	Open			Accounts Payable	UNITED RENTALS (NORTH AMERICA), INC.	\$186.36		
88770	03/28/2019	Open			Accounts Payable	USA BLUE BOOK	\$2,245.02		
88771	03/28/2019	Open			Accounts Payable	VERA, EULOGIO	\$209.00		
88772	03/28/2019	Open			Accounts Payable	VILLAR, GLORIA	\$100.00		
88773	03/28/2019	Open			Accounts Payable	VISION SERVICE PLAN OF ARIZONA	\$3,738.10		
88774	03/28/2019	Open			Accounts Payable	VR WHOLESALE, INC	\$170.00		
88775	03/28/2019	Open			Accounts Payable	WAXIE SANITARY SUPPLY	\$3,614.14		
88776	03/28/2019	Open			Accounts Payable	YUMA COUNTY ATTORNEYS OFFICE	\$7,453.00		
88777	03/28/2019	Open			Accounts Payable	YUMA COUNTY CHAMBER	\$600.00		
88778	03/28/2019	Open			Accounts Payable	YUMA COUNTY TREASURER	\$344.94		
88779	03/28/2019	Open			Accounts Payable	YUMA NURSERY SUPPLY	\$4,242.45		
88780	03/28/2019	Open			Accounts Payable	YUMA PRINTING & GRAPHIC DEPT.	\$1,297.48		
88781	03/28/2019	Open			Accounts Payable	YUMA REGIONAL MEDICAL CENTER	\$1,303.32		
88782	03/28/2019	Open			Accounts Payable	YUMA SUN INC	\$2,274.38		
88783	03/28/2019	Open			Accounts Payable	YUMA TRUCK PARTS	\$230.60		



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

5.C.

**Meeting Date:** 04/10/2019

**Department Head:** Jenny Torres, Economic Development Manager, Administration, Economic Development

**Submitted By:** Dania Castillo, Economic Development Assistant, Administration, Economic Development

**Action Requested:** Motion  
Resolution

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### ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2071. A resolution of the Mayor and City Council of the City of San Luis, Arizona authorizing the Mayor to execute an Intergovernmental Cooperative Agreement between City of San Luis, City of Somerton, City of Yuma, County of Yuma and Town of Wellton for the Consortium of the Federal HOME Program. **(Jenny Torres, Economic Development Manager)**

### SUMMARY:

All the communities within Yuma County desire to join together to participate in the Yuma County HOME Consortium for the purpose of receiving HOME allocations directly from the federal government instead of applying for HOME funds from the state. The City of Yuma is the administrator for the program. The HOME consortium board is made up of a representative from each community. The HOME consortium uses a point-based system to guide funding decisions to ensure equitable distribution of HOME dollars among all units of local government. An Intergovernmental Agreement (IGA) would need to be approved by all units of local government in order to re-submit the request to continue to be a consortium to the state and federal agencies.

The HOME Consortium has directed approximately \$1.8 million toward creating and preserving affordable Housing. A list of HOME funding recipients, projects, location, and funding is attached for your review. Staff is recommending that we enter into a renewal IGA and continue to participate in the Yuma County HOME Consortium for another three-year period.

### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO APPROVE RESOLUTION NO. 2071 REGARDING AN IGA FOR A CONSORTIUM OF THE FEDERAL HOME PROGRAM.**

N/A

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### Fiscal Impact

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

No fiscal impact. The Home Consortium will apply for funds from the HOME program, if the application is accepted it is anticipated that this will bring funds to San Luis.

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**Attachments**

Resolution No.2071

HOME Consortium IGA

HOME Projects Summary

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# *Resolution*

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

No. 2071

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS ARIZONA, AUTHORIZING THE MAYOR TO EXECUTE AN INTERGOVERNMENTAL COOPERATIVE AGREEMENT BETWEEN THE CITY OF SAN LUIS, CITY OF SOMERTON, CITY OF YUMA, COUNTY OF YUMA, AND TOWN OF WELLTON FOR THE CONSORTIUM OF THE FEDERAL HOME PROGRAM.**

**WHEREAS**, the City of San Luis, City of Somerton, City of Yuma, County of Yuma and Town of Wellton comprising the units of general local government (“UGLG”) desire to participate in the HOME Investment Partnerships Program (“HOME”) as authorized by the HOME Investment Partnerships Act, (“the Act”), Title II of the Cranston-Gonzalez National Affordable Housing Act of 1991 (42 U.S.C. § 12701), as amended, through which federal funds are made available to states and local governments for the acquisition, rehabilitation and new construction of affordable housing and tenant-based rental assistance; and

**WHEREAS**, the Act allows UGLG to join together to form a Consortium for the purpose of receiving a HOME allocation and for administering the HOME program as a single Participating Jurisdiction (“PJ”); and

**WHEREAS**, the UGLG agree that it is desirable and in the best interest of their citizens to secure status as a PJ under the HOME Program and that such PJ shall be referred to as the Yuma County HOME Consortium; and

**WHEREAS**, the Secretary of HUD determines that the Consortium has sufficient authority and administrative capacity to carry out the purposes of the Act on behalf of its member units of general local government; and

**WHEREAS**, the UGLG entered into an Intergovernmental Cooperative Agreement to form a Consortium for Federal Fiscal Years 2017, 2018 and 2019 which now must be renewed to continue participation in the HOME program; and

**WHEREAS**, the UGLG agree that the Intergovernmental Cooperative Agreement shall automatically be renewed for the Consortium’s continued participation in successive qualification periods of three federal fiscal years each;

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

**Section 1.** The Intergovernmental Agreement between the City of Yuma, City of San Luis, City of Somerton, County of Yuma, and Town of Wellton for the purpose of continued participation in the federally funded HOME program, attached hereto as Exhibit A is approved.

**Section 2.** The Mayor is authorized and directed to execute said Intergovernmental Agreement for and on behalf of the City of San Luis and the City Clerk is directed to attest the same.

**Section 3.** The various city officers and employees are authorized and directed to perform all acts necessary or desirable to give effect to this resolution.

**PASSED, APPROVED and ADOPTED** by the Mayor and City Council of the City of San Luis, Yuma County, Arizona this \_\_\_\_ day of April, 2019.

\_\_\_\_\_  
Gerardo Sanchez, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Sonia Cornelio, City Clerk

\_\_\_\_\_  
Kay Marion Macuil, City Attorney

# Exhibit A



INTERGOVERNMENTAL COOPERATIVE AGREEMENT  
BETWEEN  
COUNTY OF YUMA, CITY OF SAN LUIS, CITY OF SOMERTON, CITY OF YUMA,  
AND TOWN OF WELLTON  
FOR THE  
CONSORTIUM OF THE FEDERAL HOME PROGRAM  
FOR THE  
FEDERAL FISCAL YEARS 2020, 2021 AND 2022

This Intergovernmental Cooperative Agreement (“Agreement”) is entered into by and between the County of Yuma, a body politic and corporate of the State of Arizona, the Cities of San Luis, Somerton, and Yuma, and the Town of Wellton, municipal corporations of the State of Arizona, each individually hereinafter referred to as “Party” and collectively hereinafter referred to as Units of General Local Government (“UGLG”) or “Parties”.

WITNESSETH

WHEREAS, the UGLG may contract for services and enter into agreements with one another for joint and cooperative action pursuant to A.R.S. § 11-952, *et seq.*; and

WHEREAS, the UGLG are authorized to engage in or assist in the development of housing for low-income families pursuant to A.R.S. § 36-1401, *et seq.*; and

WHEREAS, the UGLG desire to participate in the HOME Investment Partnerships Program (“HOME”) as authorized by the HOME Investment Partnerships Act, (“the Act”), Title II of the Cranston-Gonzalez National Affordable Housing Act of 1991 (42 U.S.C. § 12701), as amended, through which federal funds are made available to states and local governments for the acquisition, rehabilitation and new construction of affordable housing and tenant-based rental assistance; and

WHEREAS, the Act allows units of general local government to join together to form a Consortium for the purpose of receiving a HOME allocation and for administering the HOME program as a single Participating Jurisdiction (“PJ”); and

WHEREAS, City of Yuma is a metropolitan city as defined by Section 102(a)(4) of the Housing and Community Development Act of 1974, as amended, and authorized to undertake essential community development and housing assistance activities in its incorporated areas and which the U.S. Department of Housing and Urban Development (“HUD”) has determined to have sufficient persons of low- and moderate-income that reside in the city, and which has entered into cooperative agreements with sub-recipients to undertake or to assist in such undertakings; and

WHEREAS, the UGLG, by forming a Consortium, will meet qualification standards established by HUD to become a PJ; and

WHEREAS, the Secretary of HUD determines that the Consortium has sufficient authority and administrative capacity to carry out the purposes of the Act on behalf of its member units of general local government; and

WHEREAS, the HUD Field Office approves the consortium agreements during the current fiscal year by August 1 to ensure the consortia will be eligible to receive HOME funds in the next federal fiscal year; and

WHEREAS, the UGLG agree that it is desirable and in the best interest of their citizens to secure status as a PJ under the HOME Program and that such PJ shall be referred to as the Yuma County HOME Consortium; and

NOW THEREFORE, UGLG in consideration of the matters and things hereinafter set forth do mutually agree as follows:

I. PURPOSE [Required by HUD's Office of Community Planning and Development (CPD) CPD Notice 13-002]

The purpose of the Agreement is to form a Consortium of the geographically contiguous units of general local government including Yuma County, the Cities of San Luis, Somerton, Yuma, and the Town of Wellton as described in the HOME Investment Partnerships (HOME) Program at 24 C.F.R. § 92.101 for the Federal Fiscal Years 2020 through 2022.

II. PROGRAM ACTIVITY [Required by CPD Notice 13-002]

The Consortium members agree to cooperate in undertaking, or to assist in undertaking housing assistance activities for the HOME Program.

III. REPRESENTATIVE APPOINTMENT [Required by CPD Notice 13-002]

The members mutually agree that the City of Yuma has sufficient legal authority and administrative capacity to carry out the purposes of the HOME program on behalf of the Consortium and therefore, shall act as the Representative Member in its capacity as the Lead Entity of the Yuma County HOME Consortium.

IV. REPRESENTATIVE RESPONSIBILITIES [Required by CPD Notice 13-002]

The City of Yuma assumes overall responsibility for ensuring the Consortium's HOME Program is carried out in compliance with the requirements of the HOME Program including the requirements of the applicable Consolidated Plan as outlined at 24 C.F.R. Parts 91 & 92.

V. FAIR HOUSING [Required by CPD Notice 13-002]

Each member of the Consortium agrees to affirmatively further fair housing.

VI. TERM [Required by CPD Notice 13-002]

For purposes of the Consortium, the Fiscal Year means the federal government fiscal year which runs from October 1 of one calendar year through September 30 of the following calendar year. The qualification period for this Agreement shall be comprised of Federal Fiscal Years 2020, 2021 and 2022 during which time the members will have the authority to carry out activities funded by the annual HOME Program. All members of the Consortium are prohibited from withdrawing for the three-year period of this Agreement and this Agreement will remain in effect at least until the HOME funds from each of the federal fiscal years of this Agreement's specified qualification period, and each successive qualification period for which the agreement is renewed, are expended on eligible activities.

VII. PROGRAM YEAR [Required by CPD Notice 13-002]

As required by the Consolidated Plan Final Rule at 24 C.F.R. § 91.402 (a), the Program Year for the Yuma County HOME Consortium shall be the period which begins July 1, 2020 and ends on June 30, 2023, a period of three years.

VIII. AUTHORITY TO AMEND AGREEMENT [Required by CPD Notice 13-002]

Any amendment or modification to this agreement, including the addition of new members or for other reasons required by HUD, must be approved in writing by all Consortium members.

IX. YUMA COUNTY HOME CONSORTIUM ADMINISTRATIVE BOARD

The allocation of HOME funds to specific projects and other necessary and required administrative functions as authorized by HUD shall be undertaken by a Yuma County HOME Consortium Administrative Board (“Board”) which shall be comprised of one representative designated by each unit of general local government.

X. ROLES AND RESPONSIBILITIES OF THE MEMBER JURISDICTIONS

A. **The Units of General Local Government**, as members of the Consortium and Parties to this Agreement, in accordance with HUD directives shall assume the following responsibilities :

1. Agree to cooperate in undertaking or to assist in undertaking housing assistance activities in compliance with the requirements of the HOME Investment Partnership Program and the Consolidated Plan.
2. Designate a qualified, knowledgeable staff person to serve on the Board as representative of each jurisdiction and to participate in the administration of the HOME program.
3. Agree to affirmatively further fair housing in their jurisdictions.

B. **The City of Yuma as the Lead Entity** in accordance with HUD directives shall assume all responsibilities for the Consortium including:

1. Maintain compliance with federal requirements for operation of the HOME program in accordance with the Regulations as set forth in 24 C.F.R. Part 92 and in accordance with the requirements related to the Consolidated Plan as set forth in 24 C.F.R. Part 91.
2. Establishment, maintenance and accounting for the HOME Investment Trust Fund Account.
3. On behalf of the Consortium, apply for HOME program funding and interact as necessary with HUD.
4. In compliance with HUD regulations and requirements, expand the scope of the City of Yuma Consolidated Plan and Analysis of Impediments to Fair Housing/ AFFH to include HOME program funding and the housing needs of the entirety of Yuma County.
5. Upon notification of HOME funding from HUD, schedule a meeting of the Yuma County HOME Consortium Administrative Board to discuss and determine how these funds will be allocated for project costs.
6. Upon agreement by the Board of any new HOME allocation, City of Yuma shall execute sub-recipient agreements on behalf of the Consortium with each UGLG

- designated to undertake a project and enter into sub-recipient agreements on behalf of the Consortium for projects funded to agencies other than the member UGLG.
7. Communicate with all Board members all important HOME program notices, funding awards, monitoring visits and other important activities.
  8. Assume the right and responsibility to monitor all sub-recipients and assure compliance with all HOME requirements during the project implementation and the affordability period.
  9. Meet and discuss with the Board any plans to reallocate funds from any sub-recipient for nonperformance or noncompliance prior to reallocating such funds.
  10. Ensure HOME-funded projects comply with local codes and standards as well as federal regulations for lead-based paint hazards.
  11. Provide technical assistance as needed to ensure Community Housing Development Organization (“CHDO”) funded activities comply with regulations of the HOME program and affirmatively further fair housing opportunities.
  12. Ensure environmental reviews consistent with HUD regulations and guidelines are conducted for all HOME-funded projects.
  13. Receive ten-percent (10%) of the annual HOME allocation for reasonable costs of overall program management, coordination, monitoring, evaluation and other allowable, necessary expenditures for undertaking the responsibilities outlined herein as Lead Entity for the Yuma County HOME Consortium in accordance with 24 C.F.R. § 92.207 Eligible Administrative and Planning Costs.

C. **The Board** in accordance with HUD directives shall assume on behalf of the Consortium responsibilities including:

1. Develop administrative policies and procedures as needed to conduct the business of the Consortium.
2. Follow in its decision making all HUD-recommended terms and conditions found in HUD published guidance and directive relative to the HOME program and other crosscutting regulations.
3. Through each UGLG representative, ensure that the funding decisions for HOME projects and other decisions of the Board are reported to each jurisdiction’s governing body as required by that governing body.
4. Obtain the necessary matching funds for all of the HOME Program projects as required by the HOME regulations.
5. Establish a funding allocation system and determine the projects to be funded each budget year, ensuring an equitable distribution among the UGLG.
6. Review and underwrite all projects that are considered for HOME funding prior to notification of award and execution of sub-recipient agreement.
7. Ensure HOME program activities are undertaken in accordance with HUD regulations and the priorities of the Consolidated Plan.
8. Exchange copies of documents that are submitted to HUD to meet the requirements of 24 CFR Part 91.
9. Meet periodically to review HOME Program fund encumbrances and expenditures, the status of all HOME projects, Consortium accomplishments and opportunities for improving the delivery of affordable housing activities to the residents of Yuma County, review and discuss new HOME regulations and directives as the impact current and future projects and programs.
10. Certify CHDOs for eligibility on an annual basis.
11. Issue Requests for Proposals to CHDOs on an annual basis, or as often as jointly agreed.

## XI. PROGRAM INCOME

Program income (“proceeds”) shall be returned to City of Yuma as Lead Agency for reallocation by the Consortium unless authorized in writing that all or a specific portion thereof may be retained by a sub-recipient for eligible projects as allowable by HOME Regulations.

## XII. CONFLICT OF INTEREST

This Agreement is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511, the pertinent provisions of which are incorporated herein by reference.

## XIII. AMERICANS WITH DISABILITY ACT

Parties to the agreement shall comply with all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. § 12101-12213) and all applicable federal regulations under the Act including 28 C.F.R. Parts 35 and 36.

## XIV. WORKERS COMPENSATION

Each Party shall comply with the notice provisions of A.R.S. § 23-1022 (E). For purposes of A.R.S. § 23-1022 each Party shall be considered the primary employer of all personnel currently or hereafter employed by that Party, irrespective of the operation of protocol in place, and said Party shall have the sole responsibility for the payment of Workers Compensation benefits or other fringe benefits of said employees.

## XV. RIGHTS AND DUTIES OF PARTIES

This Agreement is intended to govern the rights and duties of the contracting Parties only and is not intended to confer any third party any rights or benefits which would not exist in the absence of this Agreement.

## XVI. SEVERABILITY

If any provision of this Agreement, or any application thereof to the Parties or any person or circumstances is held invalid such invalidity shall not affect other provisions or applications of this Agreement which can be given effect, without the invalid provision or application and to this end the provisions of this Agreement are declared to be severable.

## XVII. INDEMNIFICATION

Each Party, as Indemnitor, agrees to indemnify, defend and hold harmless the other Parties, as Indemnitees, from and against any and all claims, losses, liability, costs or expenses including reasonable attorney fees (hereinafter collectively referred to as “claims”) arising out of bodily injury (including death) of any such person or property damage, but only to the extent that such claims which result in vicarious or derivative liability to the Indemnitee, are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers in the performance of this Agreement.

## XVIII. NO JOINT VENTURE

It is not intended by this Agreement to, and nothing contained in this Agreement shall be construed, to create any partnership, joint venture or employment relationship between the Parties or create any employer-employee relationship between the Parties and the Parties' employees. The Parties shall not be liable for any debts, accounts, obligations nor other liabilities whatsoever of the other, including (without limitation) the other Parties' obligation to withhold Social Security and income taxes for itself or any of its employees.

## XIX. NO THIRD PARTY BENEFICIARIES

Nothing in the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not parties to this Agreement or to affect the legal liability of the parties to the Agreement by imposing any standard of care with respect to the maintenance of public facilities different from the standard of care imposed by law.

## XX. AUTOMATIC RENEWAL [Authorized by CPD Notice 13-002]

This agreement shall automatically be renewed for the Consortium's participation in successive qualification periods of three federal fiscal years each. No later than the date specified by HUD's consortia designation notice or HOME Consortia web page, the Lead Entity shall notify each Consortium Member in writing of its right to decide not to participate in the Consortium for the next qualification period and the Lead Entity shall send a copy of each notification to the HUD Field Office.

If a Consortium Member decides not to participate in the Consortium for the next qualification period, the Consortium Member shall notify the Lead Entity, and the Lead Entity shall notify the HUD Field Office, before the beginning of the new qualification period.

Before the beginning of each new qualification period, the Lead Entity shall submit to the HUD Field Office a statement of whether or not any amendments have been made to this agreement, a copy of each amendment to this agreement, and, if the Consortium's membership has changed, the state certification required under 24 C.F.R. § 92.101(a)(2)(i). The Consortium shall adopt any amendments to this agreement that are necessary to meet HUD requirements for consortium agreements in successive qualification periods.

The automatic renewal of the agreement will be void if: the Lead Entity fails to notify a Consortium member or the HUD field office as required under this automatic renewal provision or the Lead Entity fails to submit a copy of each amendment to this agreement as required under this automatic renewal provision.

## XXI. ENTIRE AGREEMENT

This document constitutes the entire Agreement between Parties pertaining to the subject matter hereof, and all prior or contemporaneous agreements and understandings, oral or written, are hereby superseded and merged herein. This Agreement shall not be modified, amended, altered, or extended except through a written amendment signed by the Parties and recorded with the Yuma County Recorder. The authorizing resolutions from the governing body of each member unit of general local government that is Party to this Agreement or other evidence acceptable to HUD must be attached saying that the Chief Executive Officer or authorized official has the authority to sign the Agreement.

IN WITNESS WHEREOF, the Parties agree to affix their signatures to execute this Agreement on the dates written below:

YUMA COUNTY:

CITY OF SAN LUIS:

\_\_\_\_\_  
Chair, Board of Supervisors      Date

\_\_\_\_\_  
Mayor      Date

ATTEST:

ATTEST:

\_\_\_\_\_  
Clerk of the Board      Date

\_\_\_\_\_  
City Clerk      Date

REVIEWED BY:

REVIEWED BY:

\_\_\_\_\_

\_\_\_\_\_

CITY OF SOMERTON

CITY OF YUMA

\_\_\_\_\_  
Mayor Date

\_\_\_\_\_  
City Administrator Date

ATTEST:

ATTEST:

\_\_\_\_\_  
City Clerk Date

\_\_\_\_\_  
City Clerk Date

REVIEWED BY:

REVIEWED BY:

\_\_\_\_\_

\_\_\_\_\_

TOWN OF WELLTON

\_\_\_\_\_  
Mayor Date

ATTEST:

\_\_\_\_\_  
City Clerk Date

REVIEWED BY:

\_\_\_\_\_

ATTORNEY CERTIFICATION

The foregoing Intergovernmental Agreement between Yuma County and the Cities of San Luis, Somerton and Yuma, and the Town of Wellton creating a Consortium for participation in the HOME Program has been reviewed, pursuant to A.R.S. § 11-952 by the undersigned Attorneys of the participating units of general local government who have determined that is in proper form and is within the powers and authority granted under the laws of the State of Arizona to those Parties to the Agreement.

YUMA COUNTY

CITY OF SAN LUIS

APPROVED AS TO FORM:

APPROVED AS TO FORM:

\_\_\_\_\_  
County Attorney                      Date

\_\_\_\_\_  
City Attorney                              Date

CITY OF SOMERTON

CITY OF YUMA

APPROVED AS TO FORM:

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney                      Date

\_\_\_\_\_  
City Attorney                              Date

TOWN OF WELLTON

APPROVED AS TO FORM:

\_\_\_\_\_  
Town Attorney                      Date

**Yuma County HOME Consortium  
Grant Awards  
Program Years 2017-18 and 2018-19**

**Program Year 2017-18**

<b>Agency</b>	<b>Amount</b>	<b>Activity</b>	<b>Addresses</b>
Campeños Sin Fronteras	\$150,000	Owner-occupied housing rehab	W 31st Ln – City of Yuma W. 4th St – Yuma/ Yuma County La Madera Drive - San Luis
City of Yuma	\$191,574	Owner-occupied housing rehab	All inside City of Yuma
Comite de Bien Estar	\$120,000	Homebuyer assistance	Hoyos St, San Luis Los Olivos Dr, San Luis 2 units on Udall Ln, San Luis San Francisco St, San Luis
Housing America Corp	\$70,000	New construction for home buyers	459 N Amanda Aguire Ct, San Luis
*Housing America Corp (CHDO)	\$140,000	New construction for home buyers	416 State St., Somerton 424 State St., Somerton
Planning and Administration (10%)	\$74,619		
<b>TOTAL</b>	<b>\$746,193</b>		

\*15% of each allocation must be dedicated to CHDO projects.

### Program Year 2018-19

Agency	Amount	Activity	Addresses
Arizona Housing Development Corp	\$300,000	Development of rental units	489 S Magnolia Ave, City of Yuma
Catholic Community Services	\$116,202	Tenant-Based Rental Assistance	Various
City of Yuma	\$200,000	Owner-occupied housing rehab	All inside City of Yuma
Yuma County	\$196,244	Owner-occupied housing rehab	Flower St., Somerton
*Housing America Corp (CHDO)	\$162,489	New construction for home buyers	Escamilla Ct, San Luis Hernandez St, San Luis Los Angeles Ave, Wellton
Planning and Administration (10%)	\$108,326		
<b>TOTAL</b>	<b>\$1,083,261</b>		

*\*15% of each allocation must be dedicated to CHDO projects*



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

5.D.

**Meeting Date:** 04/10/2019

**Department Head:** Jenny Torres, Economic Development Manager, Administration, Economic Development

**Submitted By:** Dania Castillo, Economic Development Assistant, Administration, Economic Development

**Action Requested:** Motion

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### ITEM:

Discussion and possible action on any and all matters regarding the Arizona State Land Department application for the acquisition of right of way land for the widening of Juan Sanchez Boulevard. **(Jenny Torres, Economic Development Manager, and Eulogio Vera, Director of Public Works)**

### SUMMARY:

Staff submitted the application to the Arizona State Land Department for the acquisition of Right of Way (ROW) for the widening of Juan Sanchez Boulevard (recently named Cesar Chavez Boulevard). The state process will take approximately 8-12 months to complete. As applicants with fiscal year restrictions, we have an option to provide partial payment this fiscal year and allocate the remaining funds for the next fiscal year to purchase the land. The Arizona State Land Department would set aside the funds in a suspense account and would withdraw funds when the process is complete. The Public Works Department allocated funds for the construction of 4th Avenue and Juan Sanchez intersection; however, since Council direction was to expand its ROW acquisition to include all the state land, the state land staff recommended that we submit the application as one project. We have approximately 15 acres to acquire and the staff estimate that the cost per acre will be approximately \$26,000.00 per acre based on a recent appraisal. Staff is recommending that we provide \$350,000.00 of funds to the state for the ROW acquisition for this fiscal year.

### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO SET ASIDE \$350,000.00 FOR RIGHT OF WAY ACQUISITION FROM STATE LANDS TO WIDEN CESAR CHAVEZ BOULEVARD.**

N/A

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### Fiscal Impact

<b>IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:</b>	Yes
<b>CITY/STATE/FEDERAL FUNDS:</b>	City
<b>TOTAL:</b>	\$350,000.00
<b>BUDGETED AMOUNT:</b>	N/A
<b>AVAILABLE AMOUNT TO TRANSFER:</b>	N/A
<b>ACCT NAME &amp; GL#/REMAINING BALANCE BEFORE PURCHASE:</b>	HURF Capital Outlay/200-210-90010/\$596,812.41

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

Funds from account no. 200-210-90010, HURF Capital Outlay- Improvements Roads.

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**Attachments**

Map

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## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

6.A.

**Meeting Date:** 04/10/2019

**Department Head:** Sonia Cornelio, City Clerk, City Clerk's Office

**Submitted By:** Sonia Cornelio, City Clerk, City Clerk's Office

**Action Requested:** Motion

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#### ITEM:

Discussion and possible action on any and all matters regarding the appointment of a member to serve on the Public Safety Personnel Retirement Board for the Police and Fire Departments to replace a member who has resigned. **(Tadeo A. De La Hoya, City Manager)**

A. Action by Mayor only to appoint a Citizen Member.

B. Action by City Council on the appointment.

#### SUMMARY:

The purpose of this item is to fill a vacancy on the Boards for Fire and Police of the Public Safety Personnel Retirement System (PSPRS).

The city must have local boards for fire and police as a participant of the PSPRS. The requirements for both board appointments are found in A.R.S. §38-847(A) (1).

On September 12, 2018, City Council approved appointments to both boards.

Chair: The Chair is the Mayor or his designee, the designee is approved by Council. The Mayor designated City Manager Tadeo A. De La Hoya for both boards and the City Council approved.

Citizen Member: The two Citizen Members must serve both boards. One of the Citizen Members must be either the City Manager or the City Manager's designee. The City Manager's designee must be a city employee in the classified service: Since the Mayor designated the City Manager as the Chair for both Boards, the City Manager designated the then HR Director Olivia Jenkins, who has now resigned. The City Manager has now designated **HR Benefits Coordinator Maria Muñoz**.

Currently, the Board for Police is composed of:

Tadeo A. De La Hoya, Chairman

**Citizen Member Position Vacant**

Monica Castro, Citizen Member

Ernesto Prieto, Contributing Member

Marco A. Santana, Contributing Member

Michelle Boucher, Non-Voting Secretary

For Fire:

Tadeo A. De La Hoya, Chairman

Monica Castro, Citizen Member

**Citizen Member Position Vacant**

Enrique Lopez, Contributing Member  
Diego Jimenez, Contributing Member  
Diana Hernandez, Non-Voting Secretary

Under A.R.S. §38-847(A)(1), the Mayor appoints and the City Council approves.

**RECOMMENDATION / SUGGESTED MOTION:**

**A. ACTION BY THE MAYOR ONLY:**

**I, MAYOR GERARDO SANCHEZ, APPOINT MARIA MUÑOZ AS CITIZEN MEMBER TO BOTH THE SAN LUIS FIRE AND POLICE DEPARTMENTS PUBLIC SAFETY PERSONNEL LOCAL RETIREMENT BOARDS.**

**B. ACTION BY CITY COUNCIL:**

**I MOVE TO APPROVE THE APPOINTMENT OF MARIA MUÑOZ TO BOTH THE SAN LUIS FIRE AND POLICE DEPARTMENTS PUBLIC SAFETY PERSONNEL LOCAL RETIREMENT BOARDS.**

N/A

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**Fiscal Impact**

**IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:** N/A  
**CITY/STATE/FEDERAL FUNDS:** N/A  
**TOTAL:** N/A  
**BUDGETED 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):**

This item is not associated with a fiscal impact.

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**Attachments**

Sep 12, 2018 Agenda  
ARS 38-847 Local Boards

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## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

5.F.

**Meeting Date:** 09/12/2018

**Department Head:** Tadeo A. De La Hoya, City Manager, Administration

**Submitted By:** Melissa Lopez, Deputy City Clerk, City Clerk's Office

**Action Requested:** Motion

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#### ITEM:

Discussion and possible action on any and all matters regarding the appointments of members to the Public Safety Personnel Retirement System Board for Police and Fire Departments. **(Tadeo A. De La Hoya, City Manager)**

#### SUMMARY:

As a participant of the Public Safety Personnel Retirement System (PSPRS), the city must establish local boards one for the employees of the Police Department and one for the employees of the Fire Department.

Quoting from the PSPRS website:

#### "How is the Local Pension Board Comprised

Each employer that participates in the PSPRS . . . must establish a five-person Local Board, which includes a chairperson, two appointed persons, and two individuals who are contributing members of the Plan (elected by secret ballot election from all the contributing membership for that group).

Employers who participate in the PSPRS . . . may have multiple local boards since each eligible group (i.e. Police, Fire, Corrections Officer, Detention, etc.) must have a separately established local board. As part of the local board structure, a Local Board Secretary must be appointed. The Secretary is responsible for handling all administrative functions for the local board including completing and retaining the minutes of each local board meeting. The Secretary serves as the liaison between the contributing membership, the local board members, and the PSPRS Administrative Office."

Pursuant to ARS 38-847,

The Chairman is the Mayor or the Mayor's designee and the chairman is approved by the City Council, There are 2 citizen members who are appointed by the Mayor with the approval of the City Council.

#### Responsibilities of the Local Board

The Local Boards have the responsibility for determining, in accordance with the statutory provisions, eligibility for membership, retirement, disability and survivor benefits; to afford any claimant or the board of trustees a right to a rehearing; to appoint medical boards; and to sue and be sued. The local board calculates benefits and has the responsibility to ensure that all benefit packets are completed prior to submitting to the PSPRS Administrative Office. The local board shall have no power to add to, subtract from, modify or waive any of the terms of the System."

As prescribed by Arizona State Statute, Title 9, Chapter 8, Article 2 - Police Pensions and Article 3 - Fire Fighter's Relief and Pension Fund, to be in compliance with said articles and with the Public Safety

Personnel Retirement System (PSPRS), staff is requesting that the Mayor appoint and the City Council approve the following people to the PSPRS boards. One for the Police Department and another one for the Fire Department.

**Chairman to the Boards of Both the Fire and Police Groups**

Tadeo A. De La Hoya, City Manager

**Members of the Boards of Both the Fire and Police Groups**

Monica Castro, Finance Director

Olivia Jenkins, HR Director

**Non-Voting Secretary Members**

Diana Hernandez, Secretary for the Fire Group Board

Monica Ruiz, Secretary for the Police Group Board

Mr. Tadeo A. De La Hoya will call for secret ballot elections. The Fire Group will elect two (2) contributing members to the Fire Group Board, and the Police Group will elect two (2) contributing members to the Police Group Board.

**RECOMMENDATION / SUGGESTED MOTION:**

**First Action by Mayor:**

**"I Designate \_\_\_\_\_ as chairman to both local PSPRS Boards for the Fire and Police Group."**

**Second Action by Mayor:**

**"I appoint new citizen members \_\_\_\_\_ and \_\_\_\_\_ to both local local PSPRS Boards for the Fire and Police Group."**

**The motion of the City Council:**

**"I MOVE TO APPROVE THE DESIGNATION AND APPOINTMENTS OF THE MAYOR"**

N/A

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**Fiscal Impact**

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

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

**TOTAL:** N/A

**BUDGETED 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 associated with this item.

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[Arizona Revised Statutes Annotated](#)

[Title 38. Public Officers and Employees \(Refs & Annos\)](#)

[Chapter 5. Social Security and Retirement](#)

[Article 4. Public Safety Personnel Retirement System \(Refs & Annos\)](#)

A.R.S. § 38-847

§ 38-847. Local boards

Effective: August 6, 2016

[Currentness](#)

A. The administration of the system and responsibility for making the provisions of the system effective for each employer are vested in a local board. The department of public safety, the Arizona game and fish department, the department of emergency and military affairs, the university of Arizona, Arizona state university, northern Arizona university, each county sheriff's office, each county attorney's office, each county parks department, each municipal fire department, each eligible fire district, each community college district, each municipal police department, the department of law, the department of liquor licenses and control, the Arizona department of agriculture, the Arizona state parks board, each Indian reservation police agency and each Indian reservation firefighting agency shall have a local board. A nonprofit corporation operating pursuant to §§ 28-8423 and 28-8424 shall have one local board for all of its members. Each local board shall be constituted as follows:

1. For political subdivisions or Indian tribes, the mayor or chief elected official or a designee of the mayor or chief elected official approved by the respective governing body as chairman, two members elected by secret ballot by members employed by the appropriate employer and two citizens, one of whom shall be the head of the merit system, or the head's designee from among the other members of the merit system, if it exists for the group of members, appointed by the mayor or chief elected official and with the approval of the governing body of the city or the governing body of the employer. The appointed two citizens shall serve on both local boards in a city or Indian tribes where both fire and police department employees are members.

2. For state agencies and nonprofit corporations operating pursuant to §§ 28-8423 and 28-8424, two members elected by secret ballot by the members employed by the appropriate employer and three citizens appointed by the governor. Each state agency local board shall elect a chairman.

3. For fire districts, the chairperson of the fire district governing board or the chairperson's designee, two members elected by secret ballot by members employed by the fire district and two citizens appointed by the chairperson of the fire district governing board, one of whom is a resident of the fire district and one of whom has experience in personnel administration but who is not required to be a resident of the fire district.

4. For joint powers authorities organized pursuant to § 48-805.01, the joint powers authority board chairman or a designee

approved by the governing body, two members elected by secret ballot by members employed by the joint powers authority and two citizens, one of whom is a resident of one of the partner entities and one of whom has experience in personnel administration but who is not required to be a resident of a partner entity.

**B.** On the taking effect of this system for an employer, the appointments and elections of local board members shall take place with one elective and appointive local board member serving a term ending two years after the effective date of participation for the employer and other local board members serving a term ending four years after the effective date. Thereafter, every second year, and as a vacancy occurs, an office shall be filled for a term of four years in the same manner as previously provided.

**C.** Each local board shall be fully constituted pursuant to subsection A of this section within sixty days after the employer's effective date of participation in the system. If the deadline is not met, on the written request of any member who is covered by the local board or the employer to the board of trustees, the board of trustees may appoint all vacancies of the local board pursuant to subsection A of this section and designate whether each appointive position is for a two year or four year term. If the board of trustees cannot find individuals to serve on the local board who meet the requirements of subsection A of this section, the board of trustees may appoint individuals to serve as interim local board members until qualified individuals are appointed or elected. Each local board shall meet at least twice a year. Each member of a local board, within ten days after the member's appointment or election, shall take an oath of office that, so far as it devolves on the member, the member shall diligently and honestly administer the affairs of the local board and that the member shall not knowingly violate or willingly permit to be violated any of the provisions of law applicable to the system.

**D.** Except as limited by subsection E of this section, a local board shall have such powers as may be necessary to discharge the following duties:

1. To decide all questions of eligibility for membership, service credits and benefits and determine the amount, manner and time of payment of any benefits under the system.
2. To prescribe procedures to be followed by claimants in filing applications for benefits.
3. To make a determination as to the right of any claimant to a benefit and to afford any claimant or the board of trustees, or both, a right to a rehearing on the original determination. Except as otherwise required by law, unless all parties involved in a matter presented to the local board for determination otherwise agree, the local board shall commence a hearing on the matter within ninety days after the date the matter is presented to the local board for determination. If a local board fails to commence a hearing as provided in this paragraph, on a matter presented to the local board for determination, the relief demanded by the party petitioning the local board is deemed granted and approved by the local board. The granting and approval of this relief is considered final and binding unless a timely request for rehearing or appeal is made as provided in this article, unless the board of trustees determines that granting the relief requested would violate the internal revenue code<sup>1</sup> or threaten to impair the system's status as a qualified plan under the internal revenue code. If the board of trustees determines that granting the requested relief would violate the internal revenue code or threaten to impair the system's status as a qualified plan, the board of trustees may refuse to grant the relief by issuing a written determination to the local board and the party petitioning the local board for relief. The decision by the board of trustees is subject to judicial review pursuant to title 12, chapter 7, article 6.<sup>2</sup>

4. To request and receive from the employers and from members such information as is necessary for the proper administration of the system and action on claims for eligibility for membership and benefits, and to forward such information to the board of trustees.

5. To distribute, in such manner as the local board determines to be appropriate, information explaining the system received from the board of trustees.

6. To furnish the employer, the board of trustees and the legislature, on request, with such annual reports with respect to the administration of the system as are reasonable and appropriate.

7. To receive and review the actuarial valuation of the system for its group of members.

8. To receive and review reports of the financial condition and of the receipts and disbursements of the fund from the board of trustees.

9. To appoint medical boards as provided in [§ 38-859](#).

10. To sue and be sued to effectuate the duties and responsibilities set forth in this article.

**E.** A local board shall have no power to add to, subtract from, modify or waive any of the terms of the system, change or add to any benefits provided by the system or waive or fail to apply any requirement of eligibility for membership or benefits under the system. Notwithstanding any limitations periods imposed in this article, including subsection D, paragraph 3 and subsections G and H of this section, if the board of trustees determines a local board decision violates the internal revenue code or threatens to impair the system's status as a qualified plan under the internal revenue code, the local board's decision is not final and binding and the board of trustees may refrain from implementing or complying with the local board decision.

**F.** A local board, from time to time, shall establish and adopt such rules as it deems necessary or desirable for its administration. All rules and decisions of a local board shall be uniformly and consistently applied to all members in similar circumstances. If a claim or dispute is presented to a local board for determination but the local board has not yet adopted uniform rules of procedure for adjudication of the claim or dispute, the local board shall adopt and use the model uniform rules of local board procedure that are issued by the board of trustees' fiduciary counsel to adjudicate the claim or dispute.

**G.** Except as otherwise provided in this article, any action by a majority vote of the members of a local board that is not inconsistent with the provisions of the system and the internal revenue code shall be final, conclusive and binding on all persons affected by it unless a timely application for a rehearing or appeal is filed as provided in this article. No later than twenty days after taking action, the local board shall submit to the board of trustees the minutes from the local board meeting that include the name of the member affected by its decision, a description of the action taken and an explanation of the reasons and all documents submitted to the local board for the action taken, including the reports of a medical board. The

board of trustees may not implement and comply with any local board action that does not comply with the internal revenue code or that threatens to jeopardize the system's status as a qualified plan under the internal revenue code.

**H.** A claimant or the board of trustees may apply for a rehearing before the local board within the time periods prescribed in this subsection, except that if a decision of a local board violates the internal revenue code or threatens to jeopardize the system's status as a qualified plan under the internal revenue code, no limitation period for the board of trustees to seek a rehearing of a local board decision applies. An application for a rehearing shall be filed in writing with a member of the local board or its secretary within sixty days after:

1. The applicant-claimant receives notification of the local board's original action by certified mail, by attending the meeting at which the action is taken or by receiving benefits from the system pursuant to the local board's original action, whichever occurs first.

2. The applicant-board of trustees receives notification of the local board's original action as prescribed by subsection G of this section by certified mail.

**I.** A hearing before a local board on a matter remanded from the superior court is not subject to a rehearing before the local board.

**J.** Decisions of local boards are subject to judicial review pursuant to title 12, chapter 7, article 6.

**K.** When making a ruling, determination or calculation, the local board shall be entitled to rely on information furnished by the employer, a medical board, the board of trustees, independent legal counsel or the actuary for the system.

**L.** Each member of a local board is entitled to one vote. A majority is necessary for a decision by the members of a local board at any meeting of the local board.

**M.** The local board shall adopt such bylaws as it deems desirable. The local board shall elect a secretary who may, but need not, be a member of the local board. The secretary of the local board shall keep a record and prepare minutes of all meetings in compliance with chapter 3, article 3.1 of this title<sup>3</sup> and forward the minutes and all necessary communications to the board of trustees as prescribed by subsection G of this section.

**N.** The fees of the medical board and of the local board's independent legal counsel and all other expenses of the local board necessary for the administration of the system shall be paid by the employer and not the board of trustees or system at such rates and in such amounts as the local board shall approve. Legal counsel that is employed by the local board is independent of the employer and any employee organization or member and owes its duty of loyalty only to the local board in connection with its representation of the local board.

**O.** The local board shall issue directions to the board of trustees concerning all benefits that are to be paid from the employer's account pursuant to the provisions of the fund. The local board shall keep on file, in such manner as it may deem convenient or proper, all reports from the board of trustees and the actuary.

**P.** The local board and the individual members of the local board shall be indemnified from the assets of the employer for any judgment against the local board or its members, including attorney fees and costs, arising from any act, or failure to act, made in good faith pursuant to the provisions of the system, including expenses reasonably incurred in the defense of any claim relating to the act or failure to act.

### Credits

Added by Laws 1968, Ch. 85, § 1. Amended by Laws 1970, Ch. 211, § 9; Laws 1972, Ch. 163, § 40; Laws 1980, Ch. 146, § 5; Laws 1982, Ch. 4, § 1; Laws 1982, Ch. 111, § 1; Laws 1983, Ch. 300, § 12; Laws 1986, Ch. 88, § 2; Laws 1988, Ch. 19, § 4, eff. March 31, 1988; Laws 1989, Ch. 197, § 2; Laws 1990, Ch. 411, § 3; Laws 1992, Ch. 340, § 1; Laws 1992, Ch. 341, § 3; Laws 1994, Ch. 130, § 2; Laws 1995, Ch. 205, § 6; Laws 1997, Ch. 1, § 427, eff. Oct. 1, 1997; Laws 1997, Ch. 239, § 13; Laws 1999, Ch. 327, § 24; Laws 2000, Ch. 329, § 2; Laws 2001, Ch. 353, § 3; Laws 2008, Ch. 59, § 1; Laws 2010, Ch. 118, § 7; Laws 2010, Ch. 200, § 41, eff. April 28, 2010; Laws 2011, Ch. 27, § 26; Laws 2011, Ch. 347, § 4; Laws 2012, Ch. 136, § 7; Laws 2013, Ch. 203, § 7; Laws 2013, Ch. 216, § 5; Laws 2016, Ch. 323, § 2.

### Footnotes

<sup>1</sup> Internal Revenue Code sections may be found in Title 26 of U.S.C.A.

<sup>2</sup> Section 12-901 et seq.

<sup>3</sup> Section 38-431 et seq.

A. R. S. § 38-847, AZ ST § 38-847

Current through the First Special and Second Regular Session of the Fifty-Third Legislature (2018), and includes Election Results from the November 6, 2018 General Election

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## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

6.B.

**Meeting Date:** 04/10/2019

**Department Head:** Jenny Torres, Economic Development Manager, Administration, Economic Development

**Submitted By:** Dania Castillo, Economic Development Assistant, Administration, Economic Development

**Action Requested:** Motion

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### ITEM:

Discussion and possible action on any and all matters regarding the appointment of seven (7) members to the San Luis Economic Development Commission. (**Jenny Torres, Economic Development Manager**)

### SUMMARY:

The mission of the San Luis Economic Development Commission is to promote sustainable and economic growth through economic development programs, partnerships, and innovative opportunities to create quality jobs and expand the commercial and industrial tax base. The term of the seven members expired on October 8, 2018. The City Council can nominate and confirm individuals to the commission.

The requirements to serve on the board are the following:

- Appointees should be residents of San Luis, Arizona, and/or
- Appointees should be licensed business owners within the city limits, and/or
- Appointees should have an interest in quality development and growth of economic development for the community of San Luis, Arizona.

The following candidates have submitted an application for consideration:

- Carlos A. Arroyo-Pelayo-Education
- Gustavo MacGrew- Service
- Iram Sahid Leon Lopez-Retail
- Joselyn Medina- Education/Workforce
- Cassandra Ramirez, Education
- Mario Jauregui- Industrial Park

The following candidates have submitted a letter of interest to continue to serve on the commission:

- Emma Torres-Healthcare
- Maria Gonzales-Financial Bank
- Olivia Zepeda- Education
- Randy Nelson-Small Business/Entrepreneurship

### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO APPOINT :  
GUSTAVO MACGREW,  
IRAM SAHID LEON LOPEZ,  
JOSELYN MEDINA,  
MARIO JAUREGUI,  
EMMA TORRES,  
MARIA GONZALEZ, AND  
RANDY NELSON  
TO THE SAN LUIS ECONOMIC DEVELOPMENT COMMISSION.**

N/A

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**Fiscal Impact**

<b>IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:</b>	NO
<b>CITY/STATE/FEDERAL FUNDS:</b>	N/A
<b>TOTAL:</b>	N/A
<b>BUDGETED AMOUNT:</b>	N/A
<b>AVAILABLE AMOUNT TO TRANSFER:</b>	N/A
<b>ACCT NAME &amp; GL#/REMAINING BALANCE BEFORE PURCHASE:</b>	N/A
<b>FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):</b>	
No fiscal impact.	

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**Attachments**

Application- C.Arroyo-Pelayo  
Application- G.Macgrew  
Application- J.Medina  
Application- K.Ramirez  
Application- M.Jauregui  
Letters of Interest  
Application - I. Leon  
Bylaws

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February 20, 2019

City of San Luis Council.

Re: Boards and Commissions Application.

Attached to this letter you will find my application for the Economic Development Board and the Facility Management Board. As you can observe in my application, I have a solid experience participating in social organizations boards both as a board member at large and as an executive committee member.

Being a resident of Yuma County for over 20 years and of the City of San Luis for over 9 years, I came to realize that my social organizations involvement has been with organizations that serve the City of San Luis, but whose headquarters are located in the cities of Somerton and Yuma, not in San Luis.

I believe the experience I have acquired with my participation in the organizations mentioned in my application and others I did not include to avoid over-extending the application, have equipped me with the knowledge, abilities, and skills necessary to contribute to the development of the City of San Luis. The former, plus the fact that I recently concluded the academic requirements for the Doctor in Organizational Leadership with emphasis in Organizational Development will allow me to add to the quality of the work the boards perform for the city.

Thanks in advance for considering my application and giving me the opportunity to serve my community.

Sincerely,

Carlos A. Arroyo-Pelayo



**City of San Luis  
Board and Commission  
Volunteer Appointment Application**

(Please return application to City Hall, 1090 East Union Street, P.O. Box 1170 San Luis, AZ 85364)

Name: Carlos A. Arroyo-Pelayo Date: 02/19/2019  
Residence Address: 1469 East B Street Home Phone: N/A  
Mailing Address: P O Box 2114 Alternatate Phone: (928) 271-2094

The City of San Luis requires all board and commission members to be residents of the City of San Luis. Do you live with in the corporate limits of the City of San Luis?  Yes  No  
Years Resided in San Luis 9 1/2 Years Resided in Arizona 20+

List three Boards and/or Commissions you are interested in serving on:

- 1) Facility Development Corporation 2) Economic Development Commission 3) Planning & Zoning Commission

Why are you interested in becoming a member of the Board(s) and/or Commission(s) you have selected?

After over nine years as a resident and a witness of the progress and growth the city has experience I believe is the right time to collaborate in making San Luis the best place to live and do business possible. It takes the effort of a community to create a positive change that will benefit generations to come. I am eager to put my education and experience o the service of the city of San Luis.

**Members are expected to attend all meetings of the Board/Commission unless otherwise excused. If a member is absent without excuse from three or more consecutive meetings, the City Council may remove this member from the Board/Commission and appoint another individual to serve the remainder of the term**

The time commitment required for each board and commission varies depending upon the number of scheduled meetings and preparation time for those meetings. How much time can you commit to participate on a board or commission? Please be specific, i.e. number of hours weekly, monthly or quarterly.

I can be available for meetings every two weeks from 5:00 PM up to 8:00 PM, except for Thursdays.

**\*BOARD AND COMMISSION APPLICATION\***

If a resume is attached, the Education, Work Experience and Civic Involvement portions listed below need to be completed.

<b>Education:</b>	<b>Score</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	Low					High

School	Degree	Year
Grand Canyon University	Doctor of Organizational Leadership	Academic 2018, Graduating 2019
NAU	Master's in Education	2006
CETYS Universidad	Master's in Human Resources Mgmt.	1993
CETYS Universidad	B.S. in Planning Engineering	1983

**Work Experience:**

Company	Position	Dates
Crane School Dist.	Teacher	2014 to Present
AWC	WIA Instructor	2013 to 2014
Campeños Sin Fronteras	Deputy Director/HR Director	2012 to 2014
Gadsden School Dist.	Migrant Interventionist/Advocate	2007 to 2012

**Civic Involvements:**

Organization	Position	Dates
Sunset Community Health Center, Inc.	Board Member/Vice-Chair of the Board	2007 to 2015/2015 to Present
Campeños Sin Fronteras, Inc.	Board Member/Chair of the Board	2006 to 2009/2009 to 2012

**Additional Qualifications:**

Experienced presenter with bilingual abilities. Currently delivering consulting services south of the border in the areas of Professional Development and Human Capital Development with focus on Strategic Planning, Motivation, and Social Responsibility.

**TOTAL SCORE** \_\_\_\_\_

Personal References, including addresses and phone numbers:

- 1) Judge M. Figueroa, 350 W. Main Street, P O Box 458, Somerton, AZ, (928) 627-2722, 627-8152
- 2) David Rogers, 2060 W. 24th Street, Yuma, AZ, (928) 819-8999
- 3) Olivia Zepeda, 2020 S. Ave. 8E, Yuma, AZ, (928) 580-4174

Applicant Signature 

2-20-2019  
Date

**\*\*Applications will remain on file in the Office of the Mayor and Council for one year from the above date\*\***

**Notice:** In accordance to the San Luis City Code, Chapter 2, Section 2-4-6, The City of San Luis under Committees and Commissions states, Council may create such committees and commissions, standing or special, as it deems necessary. They shall consist of as many members and shall perform such duties as the council may require and shall exist at the pleasure of the council. For more information regarding rights and provisions of the San Luis City Codes, call (928) 341-8520

Carlos A. Arroyo-Pelayo  
P O Box 2114  
San Luis, AZ 85364  
U.S. (928) 271-2094  
[carlosaarroyop@hotmail.com](mailto:carlosaarroyop@hotmail.com)

## EDUCATION

### **Grand Canyon University, Phoenix, AZ**

D. Ed. In Organizational Leadership with  
emphasis in Organizational Development

Presently

### **Northern Arizona University, Yuma, AZ**

Master's in Education (With Distinction)

### **CETYS Universidad, Mexicali, México.**

Master's in Human Resources  
B.S. Planning Engineering

## PROFESSIONAL EXPERIENCE

### **Crane School District, Yuma, AZ.**

**2014-Present**

**Teacher** – Guide the learning process toward the achievement of curriculum goals and—in harmony with the goals—establish clear objectives for all lessons, units, projects and the like, while communicating these objectives to students. Assesses the accomplishments of students on a regular basis and provides progress reports as required.

### **Arizona Western College, WIA Program, Yuma, AZ.**

**2013-2014**

**ABE Instructor (Part time)** – Provide instruction utilizing effective teaching methods and strong communication skills to deliver course content. Establish academic goals and objective for students' success. Measure students' learning outcomes and progress.

### **Campeños Sin Fronteras, Inc., Yuma County, AZ.**

**2012-2014**

**Deputy Director/Human Resources Director** - Served as the internal leader of the organization, provided a strong day-to-day leadership presence and supported an open-door policy among all staff. Instilled a human capital development and coaching culture within CSF; upgraded human resources functions including: training, development, compensation and benefits, employee relations, performance evaluation and recruiting. Organized and supported Board of Directors monthly and special meetings, reviewed minutes and organized agenda. Covered for Executive Director when out of the office.

### **Gadsden School District, Migrant Education Program, San Luis, AZ.**

**2007-2012**

**Migrant Interventionist** – Developed and delivered instruction in the area of mathematics aimed to improve the learning experience of the migrant students attending our school. Worked with teachers, students, and parents to identify their weakness and improve their performance in a small group setting and collaborated with colleagues to identify students' learning outcomes and increase students' retention. Assisted in the organization and administration of assessments. Met and oriented parents on parenting and education issues.

**Migrant Advocate/Advisor** – Provided orientation to Migrant students and parents to ease transition into middle school/high school environment. Connected with families in order to empower and inform parents. Sponsored extracurricular Migrant student activities. Conducted after school and summer school programs for Migrant students. Made presentations at parent meetings to increase their involvement in the students' education. Implemented an intensive home visitation program to confer and assist parents on parenting and education issues related to their children's development and access to education opportunities to support healthier family and community relationships.

**Crane School District, Migrant Education Program, Yuma, AZ.**

**2004-2007**

**Migrant Advocate/Advisor** – Provided orientation to Migrant students and parents to ease transition into middle school/high school environment. Connected with families in order to empower and inform parents. Sponsored extracurricular Migrant student activities. Conducted after school and summer school programs for Migrant students. Made presentations at parent meetings to increase their involvement in the students' education. Implemented an intensive home visitation program to confer and assist parents on parenting and education issues related to their children's development and access to education opportunities to support healthier family and community relationships.

**Instructor – English as a Second Language** – Developed course structure using different engagement forms, strategies and techniques. Administered assessments using BEST.

**LANGUAGES**

English and Spanish bilingual 100%

**LICENSES AND CERTIFICATIONS**

Arizona Elementary Education Teaching Certification

- Spanish Bilingual K-12 Endorsement
- Mathematics Specialist K-8 Endorsement

Arizona Notary Public

**VOLUNTEER ACTIVITIES**

**Sunset Community Health Center (SCHC)**

**Vice-Chair of the Board**

**2015 to Present**

**Board Member**

**2007 to Present**

SCHC operates six health clinics though out Yuma County, Arizona providing primary health care, dental services, and behavioral health services with an operational budget of 32 million dollars.

Present duties include serving on the executive committee, understand the responsibilities of the board chair and be able to perform these duties in the chair's absence. Participate as a vital part of the board leadership. Attend all board meetings. Assume responsibilities of the chair in the absence of the board chair. As a board member, approving annual budget, audit reports, and material business decisions; being informed of, and meeting all legal and fiduciary responsibilities. Maintain knowledge of the organization and personal commitment to its goals and objectives. Represent SCHC at the local, state and national levels at conferences, symposiums, and workshops. Serve as the chair of the personnel committee.

**Campesinos Sin Fronteras (CSF)**

**Chair of the Boar**

**2009-2012**

**Board Member**

**2006-2012**

CSF provides health education, housing and human services to migrant & seasonal farm workers and other members of the low-income community in Yuma County, Arizona, with an operational budget of 1.5 million dollars.

Duties included serving on the executive committee. Provide governance leadership and strategic planning support. Planning, presiding over, and facilitating board and committee meetings. Partnering with the CEO to ensure that board resolutions were carried out. Being a trusted advisor to the CEO as s/he develops and implements strategic plan. As a board member, approving annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities. Reviewing outcomes and metrics created by the organization for

evaluating its impact, and regularly measuring its performance and effectiveness using those metrics. Coordinating an annual performance evaluation of the CEO. Assisting the CEO and Nominations Committee in recruiting board members. Periodically consulting with board members on their roles and helping them assess their performance.

## **MEMBERSHIPS**

Alpha Chi, National College Honor Society – Member  
The Honor Society of Phi Kappa Phi – Member  
Community Leadership Alliance of Yuma County (CLA) – Founding Member  
Arizona Interagency Farm Workers Service Coalition (AIFC) – Member  
Yuma County Farm Workers Service Coalition (YCFWSC) – Founding Member

## **CONFERENCE PRESENTATIONS**

AZ-TESOL Conference	Phoenix, AZ, 2005
TESOL Rocky Mountain Regional Conference	Phoenix, AZ, 2006
Arizona Interagency Farmworkers Service Coalition (AIFC)	Tucson, AZ, 2007
2007 National Migrant Education Conference	Phoenix, AZ, 2007
2008 National Migrant Education Conference	Orlando, FL, 2008
2009 National Migrant Education Conference	San Antonio, TX, 2009
2010 National Migrant Education Conference	Anaheim, CA, 2010
2011 National Migrant Education Conference	New Orleans, LA, 2011
2012 National Migrant Education Conference	Portland, OR, 2012

## **OTHER PROFESIONAL ACTIVITIES**

- U. S. Dep. of Education Title I, Part C, Parent Involvement Focus Group Participant.
- 2007 National Migrant Education Conference, Parents Subcommittee Chairperson.
- U.S. Space and Rocket Center, Space Academy for Educators, Program Instructor.
- Arizona Migrant Education Program Prospective Re-Interview Process Auditor.

## **AWARDS**

- U. S. Space & Rocket Center, Space Academy for Educators “Right Stuff” Medal
- Northern Arizona University “Community of Learners” Award and Medal

## **PUBLICATIONS**

Volunteers and Decision-Making, 2013  
Virtual Leadership, 2013  
Organization Effectiveness and Success, 2013  
Stakeholders Conflicts in Organizations, 2013  
Public Policy and Stakeholders, 2013  
Learning in a Systems Context, 2014  
Vision: Where are we Going? 2015  
Competitive Advantage, 2016

All publications available at <https://gcu.academia.edu/CarlosAArroyo>



**City of San Luis  
Board and Commission  
Volunteer Appointment Application**  
(Please return application to City Hall, 1090 East Union Street, P.O. Box 1170 San Luis, AZ 85364)

Name: Gustavo Macgrew Date: 3/15/19  
 Residence Address: 1538 N. NYOCA AVE Home Phone: (928) 502-1316  
 Mailing Address: PO Box 7499 Alternatate Phone: (928) 722 0071

The City of San Luis requires all board and commission members to be residents of the City of San Luis.  
 Do you live with in the corporate limits of the City of San Luis?  Yes  No  
 Years Resided in San Luis 30+ Years Resided in Arizona 30+

List three Boards and/or Commissions you are interested in serving on:

- San Luis economic  
 1) Development Council 2) \_\_\_\_\_ 3) \_\_\_\_\_  
BOARD

Why are you interested in becoming a member of the Board(s) and/or Commission(s) you have selected?

I would like to save my community and my people.

Members are expected to attend all meetings of the Board/Commission unless otherwise excused. If a member is absent without excuse from three or more consecutive meetings, the City Council may remove this member from the Board/Commission and appoint another individual to serve the remainder of the term

The time commitment required for each board and commission varies depending upon the number of scheduled meetings and preparation time for those meetings. How much time can you commit to participate on a board or commission? Please be specific, i.e. number of hours weekly, monthly or quarterly.

The Necessary time Needed, OPEN

**\*BOARD AND COMMISSION APPLICATION\***

If a resume is attached, the Education, Work Experience and Civic Involvement portions listed below need to be completed.

<b>Education:</b>	<b>Score</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	Low				High	_____

<b>School</b>	<b>Degree</b>	<b>Year</b>
<u>Kofu High School</u>	<u>✓</u>	<u>1989 Graduated</u>
<u>AUC</u>	<u>2 1/2 Attended</u>	<u>Business</u>
<u>UNIVERSITY OF FARMERS</u>	<u>✓</u>	<u>2009 Graduated</u>

**Work Experience:**

<b>Company</b>	<b>Position</b>	<b>Dates</b>
<u>FARMERS INS</u>	<u>Agent/owner</u>	<u>2009 - Present</u>
<u>PLAZA Auto CTR</u>	<u>store manager</u>	<u>1999 - 2009</u>
<u>Factor Sales INC</u>	<u>ASST MANAGER</u>	<u>1992 - 1999</u>

**Civic Involvements:**

<b>Organization</b>	<b>Position</b>	<b>Dates</b>
<u>San Luis Rotary</u>	<u>Member</u>	<u>2017 - Present</u>
_____	_____	_____
_____	_____	_____

**Additional Qualifications:**

Been in Sales for more than 25 yrs and  
MANAGEMENT over 20 yrs, own my own business  
for 9 yrs FARMERS INS Agency.

**TOTAL SCORE** \_\_\_\_\_

**Personal References, including addresses and phone numbers:**

- MATIAS ROSALES San Luis AZ 85349 (928) 304 2447 Cemetery
- JUAN Boteyo San Luis AZ 85349 (928) 920 6000 Pioneer title
- TONY PLAZA Yuma AZ 85364 (928) 785 2966 PLAZA Auto CTR

[Signature] 3/15/19

**\*\*Applications will remain on file in the Office of the Mayor and Council for one year from the above date\*\***

**Notice:** In accordance to the San Luis City Code, Chapter 2, Section 2-4-6, The City of San Luis under Committees and Commissions states, Council may create such committees and commissions, standing or special, as it deems necessary. They shall consist of as many members and shall perform such duties as the council may require and shall exist at the pleasure of the council. For more information regarding rights and provisions of the San Luis City Codes, call (928) 341-8520.



**City of San Luis  
Board and Commission  
Volunteer Appointment Application**

(Please return application to City Hall, 1090 East Union Street, P.O. Box 1170 San Luis, AZ 85364)

Name: Joselyn J. Medina Date: 02/27/19

Residence Address: 2368 N. Barrios Ave., San Luis AZ Home Phone: \_\_\_\_\_

Mailing Address: PO Box 5409, San Luis AZ Alternate Phone: (928)919-6724

The City of San Luis requires all board and commission members to be residents of the City of San Luis. Do you live within the corporate limits of the City of San Luis?  Yes  No  
Years Resided in San Luis 9 Years Resided in Arizona 9

List three Boards and/or Commissions you are interested in serving on:

- 1) San Luis Economic Development Commission Board 2) \_\_\_\_\_ 3) \_\_\_\_\_

Why are you interested in becoming a member of the Board(s) and/or Commission(s) you have selected?

I am interested in becoming a member of the San Luis Economic Development Commission Board to have the opportunity to provide my input and serve as representative of my community. The City of San Luis is growing rapidly and is bringing more opportunities for developments and companies to invest. Being part of this commission would give me an opening to learn about all the aspects that this growth brings to make proactive and forward thinking decisions (in accordance with our laws general, city code, and ARS) will affect generations to come.

Members are expected to attend all meetings of the Board/Commission unless otherwise excused. If a member is absent without excuse from three or more consecutive meetings, the City Council may remove this member from the Board/Commission and appoint another individual to serve the remainder of the term

The time commitment required for each board and commission varies depending upon the number of scheduled meetings and preparation time for those meetings. How much time can you commit to participate on a board or commission? Please be specific, i.e. number of hours weekly, monthly or quarterly.

I am able to meet as required, appropriate and advance notification needed.  
\_\_\_\_\_  
\_\_\_\_\_

**\*BOARD AND COMMISSION APPLICATION\***

If a resume is attached, the Education, Work Experience and Civic Involvement portions listed below need to be completed.

<b>Education:</b>	<b>Score</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	Low					High

School	Degree	Year
<u>Indiana University</u>	<u>Career &amp; Ed. Advising Certificate</u>	<u>2017</u>
<u>Northern Arizona University</u>	<u>Masters in Education</u>	<u>2013-2015</u>
<u>Universidad Estatal de Sonora</u>	<u>Bachelors in Business Administration</u>	<u>2002-2008</u>

**Work Experience:**

Company	Position	Dates
<u>Arizona Western College</u>	<u>Academic Advisor</u>	<u>2017- present</u>
<u>Southwest Jr. High</u>	<u>Teacher</u>	<u>2016-2017</u>
<u>City of San Luis</u>	<u>PIO/ Assistant to Council</u>	<u>2016</u>
<u>Arizona Western College</u>	<u>Clerk-Secretary</u>	<u>2010-2016</u>

**Civic Involvements:**

Organization	Position	Dates
<u>P31Home -SYCDVC</u>	<u>Board Member</u>	<u>2017- Present</u>
<u>Arizona Assoc. of Chicanos in Higher Ed.</u>	<u>Board Member</u>	<u>2017- Present</u>

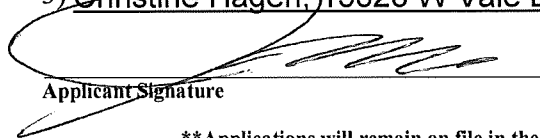
**Additional Qualifications:**

I have experience working in the City of San Luis, performing administrative duties. These duties included planning, developing and implementing public information strategies, public involvement and media relations. In addition, I provided secretarial support to the Office of the Mayor and Council.

**TOTAL SCORE** \_\_\_\_\_

Personal References, including addresses and phone numbers:

- 1) Maria Ramos, 1255 Ruiz Ave, San Luis, AZ (559) 3017460
- 2) Susanna Zambrano, 1340 N 8th Ave. San Luis, AZ (928) 314-9426
- 3) Christine Hagen, 15828 W Vale Dr. Good Year AZ (623) 2292908

  
Applicant Signature

02-27-10  
Date

**\*\*Applications will remain on file in the Office of the Mayor and Council for one year from the above date\*\***

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Joselyn Medina  
2368 N Barrios Ave  
PO Box 5409  
San Luis AZ, 85349  
P: (928) 919-6724  
e- mail: [joselyn.medina@azwestern.edu](mailto:joselyn.medina@azwestern.edu)

**Objective:**

Contribute enthusiastically with the Goals and Objectives accomplishment of an organization where I can collaborate with my teamwork and communication abilities to design, develop, and implement projects all the way through deployment phase.

**Competences:**

Bilingual fluency English/Spanish (100% proficiency).  
Organization and planning skills.  
Customer Service Skills  
Accountability, creativity, innovation, initiative, and leadership.  
Computer skills such as Microsoft Office: Word, Excel, Power Point, Outlook, webmail, Acrobat Reader, Analyzer and SAP, Web Advisor, Datatel Colleague and Self-Service  
Excellent Verbal and Written Communication Skills.  
Budget Cost Centers Management.  
Purchasing shopping carts administration.

**Experience:**

- Facilitator 2018  
Arizona State University  
Facilitated High School Transition courses for parents and students through the Arizona State University's American Dream Academy. Facilitated a college transition forum for parents and students. Provided Financial Aid, admissions, scholarship, planning for college tools and academic requirements information to participants.
- Academic Advisor/ Outreach Coordinator 2017- Present  
Arizona Western College  
Develop and implement advising and outreach strategies for STEM programs including a partnership with Arizona Western College (AWC) departments, University of Arizona (UA) and regional high school counselors/advisors, to assist students and create a Joint Outreach and Advising Plan. Develop and implement AWC/UA informatics pathway student support services by working collaboratively with faculty designers, Student Services, Academic Services, and UA South. Provide support services to first generation, Hispanic, low income, High school and college students with the admissions application, Federal Pell Grant application, and registration to courses relevant to their field of study.
- Emergency Teacher: Language Arts (Reading, Oral Language, Writing and Grammar PEEBS)  
Southwest Junior High 2016-2017  
Effectively utilize the Gadsden Elementary School District instructional management system to monitor and improve the effectiveness of instruction for English Language Learners (ELL).

Provide effective instruction for all students in the classroom. Participate in grade level, school-wide, and other meetings. Provide a learning atmosphere and environment conducive to the intellectual, physical, social, and emotional development of all students. Communicate with students, parents, staff, and community members. Develop, select, and modify instructional plans and materials to meet the needs of all students. Monitors appropriate use and care of equipment, materials, and facilities.

- **Public Information Officer / Assistant to Council 2016**  
City of San Luis  
Responsible for performing technical and administrative duties in planning, developing and implementing public information strategies using all aspects of public information, public involvement and media relations. Prepared reviews, letters, speeches, memorandums and press releases. Provide administrative and secretarial support to the Office of the Mayor and Council. Plans, assists and coordinates high profile special events. Participate on Employee Recognition committee and Marketing Committee.
- **Registration Clerk 2012-2016**  
Arizona Western College  
Assists students in the college admission, registration, financial aid, and scheduling of classes, take payments for tuition, fines, exams, assist faculty, organize and schedule and meetings, set up appointments/ proctor exams, file documents and supervise work studies.
- **Senior Secretary 2010-2012**  
Arizona Western College  
Provided general college information to staff, students, family members, and public with the usage of appropriate technology. Assisted students with financial aid applications, composed, edited, typed, and proofed correspondence, reports, memos, and other documents. Maintained and updated budget report, student database and confidential records, designed and maintained a functional filing system, Completed and routed purchase requisitions and work orders, tracked and maintained supplies and equipment inventory.
- **Quality Supervisor 2009- 2010**  
Bose Corporation  
Lead auditor for ISO/TS Audits, trained people in different and advance skills, maintained quality system records, identified, analyzed, and solved problems, created and maintained reports and graphs, identified non value added activities, supervised 39 people in 3 different areas, designed training programs, created electronic SharePoint's.
- **Quality Administrator 2008-2009**  
Bose Corporation  
Created, maintained and monitored, reports, graphs and records; reviewed and updated procedures and work instructions; scheduled meetings and events; composed, edited reports and memos, created purchase orders and work orders, designed budget reports and monitored spending.
- **Secretary and Administrator 2006-2008**  
Clinica Milan

Customer service, sales, create and updated client's profiles and records, scheduled appointments, coordinated training events, elaborated spending and budget reports.

**Education:**

- Indiana University  
Career and Education Advising Certificate      2017
- Northern Arizona University      2013-2015  
Master's Degree in Education - Human Relations
- Universidad Estatal de Sonora      2002-2008  
Bachelors in Business Administration.

**Civic Involvement:**

- Proverbs 31 Home (South Yuma County Domestic Violence Coalition) Board Member
- Arizona Association of Chicanos for Higher Education (AACHE) Member

**Other courses or seminars:**

Supplemental Instruction Supervisor Workshop  
Positioning Yourself for Leadership workshop  
Situational Leadership  
Problem Solving Methodologies  
QMS ISO/TS Lead Auditor  
Lean Six Sigma Advocate Training  
5's + 1  
Visual Management  
Layered Process Audits  
Social Media & Marketing  
Public Information Officer Seminar



**City of San Luis  
Board and Commission  
Volunteer Appointment Application**

(Please return application to City Hall, 1090 East Union Street, P.O. Box 1170 San Luis, AZ 85364)

RECEIVED

2019 FEB 27 P 2:52

Name: Thassandra Ramirez Date: 2/27/19  
Residence Address: 3634 E Joe Harper Home Phone: 928-919-1681  
Mailing Address: PO Box 2977 Alternatate Phone: \_\_\_\_\_

CITY OF SAN LUIS  
OFFICE OF THE CITY CLERK

The City of San Luis requires all board and commission members to be residents of the City of San Luis.  
Do you live with in the corporate limits of the City of San Luis?  Yes  No  
Years Resided in San Luis 30 Years Resided in Arizona 30

List three Boards and/or Commissions you are interested in serving on:

1) Economic Development 3) \_\_\_\_\_

Why are you interested in becoming a member of the Board(s) and/or Commission(s) you have selected?

I am interested in becoming a member of the Economic Development board because I want to be able to help my community grow San Luis, AZ is a City that has tons of potential to grow and bringing more places for our citizens to shop at locally, will help improve the economy.

Members are expected to attend all meetings of the Board/Commission unless otherwise excused. If a member is absent without excuse from three or more consecutive meetings, the City Council may remove this member from the Board/Commission and appoint another individual to serve the remainder of the term

The time commitment required for each board and commission varies depending upon the number of scheduled meetings and preparation time for those meetings. How much time can you commit to participate on a board or commission? Please be specific, i.e. number of hours weekly, monthly or quarterly.

I am available during weekdays after 3:00 pm and all day on weekends.

**\*BOARD AND COMMISSION APPLICATION\***

If a resume is attached, the Education, Work Experience and Civic Involvement portions listed below need to be completed.

<b>Education:</b>	<b>Score</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	Low		High			

<b>School</b>	<b>Degree</b>	<b>Year</b>
NAU	M.Ed. HR	Graduation Dec. 2019
GCU	BA applied management	May 2011
_____	_____	_____
_____	_____	_____

<b>Work Experience:</b>
-------------------------

<b>Company</b>	<b>Position</b>	<b>Dates</b>
YUHS D	Teacher	07-18 / current
City of San Luis	HR benefits coordinator	07-14 / 07-18
_____	_____	_____
_____	_____	_____

<b>Civic Involvements:</b>
----------------------------

<b>Organization</b>	<b>Position</b>	<b>Dates</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____

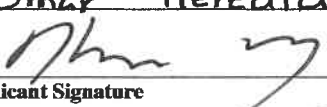
<b>Additional Qualifications:</b>
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Bachelors degree in Management  
working on HR masters degree  
Bilingual

<b>TOTAL SCORE</b> _____
--------------------------

Personal References, including addresses and phone numbers:

- 1) Maria Sabori, San Luis, AZ, 928-267-6159
- 2) Olivia Jenkins, San Luis, AZ, 928-446-1341
- 3) Omar Heredia, San Luis, AZ, 661-862-9348

Applicant Signature:  Date: 2/27/19

**\*\*Applications will remain on file in the Office of the Mayor and Council for one year from the above date\*\***

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**City of San Luis  
Board and Commission  
Volunteer Appointment Application**

(Please return application to City Hall, 1090 East Union Street, P.O. Box 1170 San Luis, AZ 85364)

Name: Mario Jauregui Date: 3/12/19  
Residence Address: 17520 S. Ave. B. Home Phone: (928) 627-3672  
Mailing Address: Somerton, AZ 85350 Alternatae Phone: (928) 920-2712  
SAME

The City of San Luis requires all board and commission members to be residents of the City of San Luis. Do you live with in the corporate limits of the City of San Luis?  Yes  No  
Years Resided in San Luis \_\_\_\_\_ Years Resided in Arizona 47

List three Boards and/or Commissions you are interested in serving on:

1) E D C 2) \_\_\_\_\_ 3) \_\_\_\_\_

Why are you interested in becoming a member of the Board(s) and/or Commission(s) you have selected?

I have over 30 yrs. of experience in the business sector and I can draw from such experience to be an active supporter of S.L. EDC. I do reside in the county but my place of business is San Luis. I am a firm proponent of giving back to my community, this would be a perfect way to do so.

Members are expected to attend all meetings of the Board/Commission unless otherwise excused. If a member is absent without excuse from three or more consecutive meetings, the City Council may remove this member from the Board/Commission and appoint another individual to serve the remainder of the term

The time commitment required for each board and commission varies depending upon the number of scheduled meetings and preparation time for those meetings. How much time can you commit to participate on a board or commission? Please be specific, i.e. number of hours weekly, monthly or quarterly.

Up to 10 hrs. /month.

**\*BOARD AND COMMISSION APPLICATION\***

If a resume is attached, the Education, Work Experience and Civic Involvement portions listed below need to be completed.

<b>Education:</b>	<b>Score</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	<b>Low</b>					<b>High</b> _____

<b>School</b> Arizona State University	<b>Degree</b> Business Administration B.S.	<b>Year</b> 1985
_____	_____	_____
_____	_____	_____

<b>Work Experience:</b>
-------------------------

<b>Company</b> Spindle Cooling Evlsg. Bill Palkinhard, Inc	<b>Position</b> Managing Partner V.P.	<b>Dates</b> 2006 - present 1988 - Present
_____	_____	_____
_____	_____	_____

<b>Civic Involvements:</b>
----------------------------

<b>Organization</b> YRMC Rotary YGEDC	<b>Position</b> Board director Past President Sec. - Treasurer	<b>Dates</b> 2007-2018 1986 - Present 2015 - Present
_____	_____	_____
_____	_____	_____

<b>Additional Qualifications:</b>
-----------------------------------

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<b>TOTAL SCORE</b> _____
--------------------------

Personal References, including addresses and phone numbers:

- 1) Henry Chavez, 412 Ind. Ave, San Luis AZ 85349 (928) 580-2921
- 2) Russ Jones, 4832 E. Vaughan St, S.L. AZ 85349 (928) 627-8893
- 3) Joe Harper, 1563 E. Montreal St, S.L. AZ 85349 (928) 276-7408

Applicant Signature: [Signature] Date: 3/12/2019

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February 20, 2019

Jenny Torres  
Economic Development Manager  
Economic Development Division  
City of San Luis  
1090 E. Union Street  
San Luis, Arizona 85349

Subject: Letter of Interest for Economic Development Commission Board

Dear Ms. Torres,

I am currently retired and work part time for Curriculum Management Solutions, Inc. and Educational Management Solutions as an independent consultant. I am also a board member for Campesinos Sin Fronteras and Arizona Western College, representing District 4, that is San Luis, Somerton and South Yuma. Although I have retired from my job in the Gadsden School District, I am still active in the community and care for the improvement of the community and our youth.

My experience as an Economic Development Commissioner has been very positive. I understand and have provided input in the development of the San Luis Economic Development Plan, the Border Business Case and advise on new tenants to the San Luis Business Incubator. I am interested in continuing to serve as commissioner member to oversee the projects that were established in these two plans and continue to serve to the best of my abilities.

My work with the Economic Development Commission and City staff has been both educational and rewarding. I have a lot to offer to the City as an Economic Development Commission Member, and honored to be considered to represent the City of San Luis and its residents.

Sincerely,

  
Olivia E. Zepeda



## Housing, Health and Human Services

663 E. Main Street, Suite A  
P.O. Box 423  
Somerton, Arizona 85350

Phone: (928) 627-5995

Fax: (928) 627-1899

E-Mail: [info@campesinossinfronteras.org](mailto:info@campesinossinfronteras.org)

February 19, 2019

Jenny Torres  
Economic Development Manager  
Economic Development Division  
City of San Luis  
1090 E. Union Street  
San Luis, Arizona 85349

Subject: Letter of Interest for Economic Development Commission Board

Dear Ms. Torres,

I am currently working as the Executive Director for Campesinos Sin Fronteras (CSF), a community based 501c3 non-profit organization serving Yuma County and surrounding communities. I have been a resident of the border communities for 50 years working in community education and economic development programs for more than 30 years and I love to see how we can all contribute to improving the lives of our border community residents.

My experience as an Economic Development Commissioner has been very positive. I understand and have provided input in the development of the San Luis Economic Development Plan, the Border Business Case and advise on new tenants to the San Luis Business Incubator. I am interested in continuing to serve as commissioner member to oversee the projects that were established in these two plans and continue to serve to the best of my abilities.

My work with the City of San Luis Economic Development Commission and City staff has been both educational and rewarding. I believe that my years of experience in public health and my commitment to serve our community, gives me much to offer to the City as an Economic Development Commission Member. I will be honored to continue serving in this commission. Please let me know if you have any questions or need additional information.

Sincerely,

*Emma Torres*

Emma Torres, MSW  
Executive Director

February 4, 2019



*"Making a BIG Difference for Small Business for 30 Years"*

Jenny Torres  
Economic Development Manager  
Economic Development Division  
City of San Luis  
1090 E. Union Street  
San Luis, Arizona 85349

Subject: Letter of Interest for Economic Development Commission Board

Dear Ms. Torres,

I am currently employed/work with the Arizona Western College Small Business Development Center. I lead the Center in the small business development efforts for Yuma and LaPaz Counties. I am in my 18<sup>th</sup> year and have worked with many businesses and organizations in the San Luis Arizona area.

My experience as an Economic Development Commissioner has been very positive. I understand and have provided input in the development of the San Luis Economic Development Plan, the Border Business Case and advise on new tenants to the San Luis Business Incubator. I am interested in continuing to serve as commissioner member to oversee the projects that were established in these two plans and continue to serve to the best of my abilities.

My work with the Economic Development Commission and City staff has been both educational and rewarding. I have a lot to offer to the City as an Economic Development Commission Member, and honored to be considered to represent the City of San Luis and its residents.

Sincerely,



Randy Nelson | SBDC Director

Arizona Western College Small Business Development Center

1351 S. Redondo Center Drive, #101 | Yuma, AZ 85365

phone | 928.317.6151 • fax | 928.317.6154

email | [randy.nelson@azwestern.edu](mailto:randy.nelson@azwestern.edu) • website | <http://awc.azsbdc.net>



PO Box 3840 • 645 N. 1st Avenue • San Luis, Arizona 85349 • (928) 344-2888 • Fax: (928) 627-7570

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February 20, 2019

Jenny Torres  
Economic Development Manager  
Economic Development Division  
City of San Luis  
1090 E. Union Street  
San Luis, Arizona 85349

Subject: Letter of Interest for Economic Development Commission Board

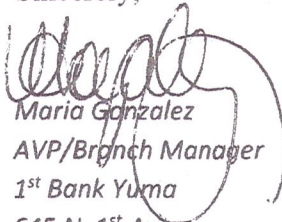
Dear Ms. Torres,

I am currently employed @ 1<sup>st</sup> Bank Yuma as an Assistant Vice President/ Branch Manager for the San Luis Office. I am very interested in serving my community being that we are a community bank.

My experience as an Economic Development Commissioner has been very positive. I understand and have provided input in the development of the San Luis Economic Development Plan, the Border Business Case and advise on new tenants to the San Luis Business Incubator. I am interested in continuing to serve as commissioner member to oversee the projects that were established in these two plans and continue to serve to the best of my abilities.

My work with the Economic Development Commission and City staff has been both educational and rewarding. I have a lot to offer to the City as an Economic Development Commission Member, and honored to be considered to represent the City of San Luis and its residents.

Sincerely,



Maria Gonzalez  
AVP/Branch Manager  
1<sup>st</sup> Bank Yuma  
645 N. 1<sup>st</sup> Ave.  
San Luis, AZ 85349



**City of San Luis  
Board and Commission  
Volunteer Appointment Application**

(Please return application to City Hall, 1090 East Union Street, P.O. Box 1170 San Luis, AZ 85364)

Name: Iram Sahid Leon Lopez Date: 03/25/2019  
Residence Address: 1391 De la Vara ave. Home Phone: (928) 580 6409  
Mailing Address: PO BOX 7582 Alternate Phone: (928) 580 6361

The City of San Luis requires all board and commission members to be residents of the City of San Luis.  
Do you live with in the corporate limits of the City of San Luis?  Yes  No  
Years Resided in San Luis 4 yrs Years Resided in Arizona 4 yrs

List three Boards and/or Commissions you are interested in serving on:

1) Economic Development 3) \_\_\_\_\_

Why are you interested in becoming a member of the Board(s) and/or Commission(s) you have selected?

I'm interested in forming part of this board member because I want to give my ideas, and develop new projects that I have for the community, in which local businesses and citizens will participate.

Members are expected to attend all meetings of the Board/Commission unless otherwise excused. If a member is absent without excuse from three or more consecutive meetings, the City Council may remove this member from the Board/Commission and appoint another individual to serve the remainder of the term

The time commitment required for each board and commission varies depending upon the number of scheduled meetings and preparation time for those meetings. How much time can you commit to participate on a board or commission? Please be specific, i.e. number of hours weekly, monthly or quarterly.

I'm available any day for any day as long as we schedule the day of meetings

**\*BOARD AND COMMISSION APPLICATION\***

If a resume is attached, the Education, Work Experience and Civic Involvement portions listed below need to be completed.

<b>Education:</b>	<b>Score</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
	Low					High

<b>School</b> CONALEP	<b>Degree</b> High school	<b>Year</b> 2004
UNIDEP	4 yrs in Bachelors in Business Adm.	2006

**Work Experience:**

<b>Company</b> Sonora Music	<b>Position</b> owner	<b>Dates</b> 2007
SAHID Boutique	owner	2019

**Civic Involvements:**

<b>Organization</b> - South Yuma County Domestic Violence Coalition	<b>Position</b> member	<b>Dates</b> 1 year
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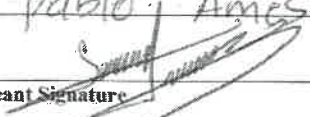
**Additional Qualifications:**

- L.A.E. 1yr. in Bachelor of business Adm.  
- Degree sist. A/c.

**TOTAL SCORE** \_\_\_\_\_

**Personal References, including addresses and phone numbers:**

1) Maria Ramos	(559)	301 74 60
2) Sergio Alan Jimenez	(928)	287 01 01
3) Pablo Ames	(928)	988 2251

Applicant Signature:  Date: 03/25/2019

**\*\* Applications will remain on file in the Office of the Mayor and Council for one year from the above date \*\***

**Notice:** In accordance to the San Luis City Code, Chapter 2, Section 2-4-6, The City of San Luis under Committees and Commissions states, Council may create such committees and commissions, standing or special, as it deems necessary. They shall consist of as many members and shall perform such duties as the council may require and shall exist at the pleasure of the council. For more information regarding rights and provisions of the San Luis City Codes, call (928) 341-8520.

**CITY OF SAN LUIS**  
**ECONOMIC DEVELOPMENT COMMISSION**  
**BYLAWS**

**(Effective September 24, 2014)**

**ARTICLE I: Name**

- A. The name of the organization shall be the San Luis Economic Development Commission (SLEDC), hereafter referred to as the “Commission”.

**ARTICLE II: Mission**

- A. The mission of the Commission is to promote sustainable and economic growth through economic development programs, partnerships, and innovative opportunities to create quality jobs and expand the commercial and industrial tax base.

To support this mission, the Commission will:

1. Work with key staff of the Department of Community Development in participating in the creation of an economic development strategic plan and recommending the adoption of the plan to the San Luis City Council;
2. Serve as an advisory board to the San Luis Business Incubator and recommend potential tenants;
3. Review significant projects as determined by the Community Development Department for recommendation to the San Luis City Council;
4. Provide a forum through which businesses, government, and education leaders meet to debate and exchange ideas;
5. Review and recommend changes to the economic development strategic plan on an annual basis;
6. Provide support and advise to the Community Development Department;
7. Monitor and evaluate year-over-year changes in employment, commercial and industrial tax base.

**ARTICLE III: Membership**

**A. Advertisement, Nomination and Confirmation Processes:**

1. Vacancies will be advertised in accordance with the San Luis City Council standards and accepted process for advertising vacancies to the appointed commissions, committees and boards.
2. Letters of interest, applications, and/or resumes will be submitted to and tracked by the Community Development Department.

3. Members of the Economic Development Advisory Commission are encouraged to foster interest among community members in applying for vacancies.
4. Community Development Director will review applications to ensure they meet advertised vacancy qualifications.
5. Letters of interest/resumes/applications will be sent to the Economic Development Commission advisory board for review and recommendation to the San Luis City Council.
6. Members of the San Luis City Council will nominate individuals to the SLEDC.
7. Confirmations will typically occur at the following San Luis City Council meeting.
8. New members will received an appointment letter from the Community Development Department.
9. Members of the SLEDC serve at the pleasure of the council and can be removed by city council.

## **B. Membership Categories**

There are two types of members-Voting Members that are appointed by the San Luis City Council and Non-Voting Standing Advisory Members.

### **I. Voting Members (7):**

Voting members shall be appointed through the process described above. The following industry clusters serve only as guidelines for member representation. Membership is not restricted to these clusters, however, and, at any given time, there can be more than one member from a cluster, however, it's recommended that a diversification of membership be consider as voting membership:

- a. Aviation/Transportation/Logistics
- b. Financial Banks
- c. Healthcare/Pharmaceuticals/Healthcare
- d. Education and Workforce
- e. Commercial real estate broker
- f. Retail
- g. Information and Communications Technology
- h. Data Centers
- i. Small Business and Entrepreneurship
- j. Developer
- k. Industrial

## **C. Membership qualifications**

- a. Appointees should be residents of San Luis, Arizona, and/or
- b. Appointees should be license businessmen within the city limits, and/or

- c. Appointees should have an interest in quality development and growth of economic development for the community of San Luis, Arizona.

**D. Voting Membership Terms**

Members shall serve for a four (4) year term; the term should be staggered, with three (3) members appointed once year, and four (4) the following year upon the expiration date of the appointments. If new Commissioner is appointed in the middle of the term, the Commissioner appointed will finish the term of the person replaced. No voting member shall be eligible to serve more than two consecutive terms, with the exception of new members selected to fill the unexpired four-year terms of departing members.

**E. Attendance and Possible Removal of Voting Members**

Regular attendance by all voting members is expected at Committee and full Commission meetings. Members who miss three or more full Commission meeting during a given year may be requested by the City Council, upon recommendation of the SLEDC, to resign from the SLEDC.

**2. Non-voting Standing Advisory Members**

The following shall serve on the Commission as Standing Advisory Members; however they serve with no term limitation and no voting rights,

- a. San Luis City Administrator
- b. San Luis Economic Development Director;
- c. Chairman or designee of the San Luis Chamber of Commerce;
- d. Mayor of the San Luis City Council;
- e. Chairman or designee of the Greater Yuma Economic Development Corporation;

**ARTICLE IV: Officers**

**A. Officers**

The officers shall consist of a Chair and a Vice-Chair selected from among the voting members at the annual meeting of the Commission in June of each year. In nominating and electing Officers, the Commission shall receive nominations from the floor, and shall elect its officers.

**B. Term of Officers**

Officers shall serve a term of one year from the June meeting at which they are elected until their successor are fully elected the following June. Officers may be elected for no more than two additional consecutive one year-terms While not binding, it is a general guide that the chair will serve a minimum of two consecutive one-year terms.

**C. Responsibilities of the Chair**

The Chair shall preside at all meetings of the Commission, authorize calls for any special meetings, appoint all committees, execute all documents authorized by the Commission, serve as an ex-officio voting member of all committees, make committee assignments, set agendas for Commission meetings, and generally perform all duties associated with that office.

**D. Responsibilities of the Vice-Chair**

The Vice-Chair, in the event of the absence or disability of the Chair or vacancy in that office, shall assume and perform the duties of the Chair. Additionally, the Vice-Chair shall serve as a Chair of the Executive Committee.

**E. Vacancies and Special Elections**

In the event of a vacancy in either office, a special election may be held to fill the position for the remainder of the term.

**ARTICLE V: Meetings**

**A. Regular Meetings**

Regular meetings shall be held on a bi-monthly basis. The date, hour, and location of those meetings are to be set by the Chair. Proceedings of all meeting of the full Commission shall, to the greatest extent possible, be governed by Robert's Rules of Order.

**B. Annual Meeting**

The Annual Meeting, which shall be for the purpose of the election of officers, shall be held at the time of the Regular meeting in June of each year.

**C. Special Meeting**

Special Meetings may be called by the Chair or at the request of three members, for the transaction of business as stated in the call for a special meeting.

**D. Quorum/Voting**

A quorum for the transaction of business at any Commission meeting shall consist of at least fifty-one percent of voting membership exclusive of any vacant seats. There shall be a quorum requirement of at least three (3) Committee members for a Committee meeting. Unless otherwise specified herein, all votes by the Commission shall be decided by the majority of those present at the time of the vote.

**E. Minutes**

The Community Development Department staff will be responsible to take minutes reflecting the actions and recommendations of the Commission. Minutes shall be forwarded to all members within thirty days.

**F. Director of Community Development Participation**

The Community Development Director is not a member of the Commission but he/she will serve as an ex-officio non-voting member. He/she may determine if a designee may attend on his/her behalf and if other departmental staff are needed on an occasional basis to provide technical assistance and professional expertise. All documentation and requests of meetings/ committees shall go through the Community Development Department for processing.

**G. Meeting Cancellation**

Any regular or special meeting of the Commission or its Committees, to be held on a day on which, due to inclement weather, will be canceled. The substitute date, hour, and location, if any, of such meeting will be set by the Chair of that meeting.

**ARTICLE VI: Committees**

**A. Executive Committee**

The Executive Committee is composed of the Chair and Vice- Chair of the Commission and two Executive Officers who are nominated by the Chair and Vice-Chair and then voted on by the full voting membership of the SLEDC. The two (2) ex-officio and non-voting members are the City Administrator and the Director of Community Development. Responsibilities include:

- a. Provide support and advice to the commission relative to the mission and strategic plan directed by the city council;
- b. Exercise oversight of the Commission activities, provide a forum for discussion and resolution of the Commission issues and disputes, and provide general management services to the full commission;
- c. Plan and implement the orientation program for the new commission members and;
- d. Report on the Commission activities, furnish information and provide recommendations to the City Council or the appropriate Committee relative to programs and policies affecting the economic growth and development of the City of San Luis.

**B. Ad Hoc Committee**

Ad hoc committees may be created, but must be recommended to and approved by the San Luis City Council. At the time of recommendation, the SLEDC must provide an

overview of the purpose, the expected goal or result and the estimated term of the each AD Hoc Committee. The Chairman of the SLEDC appoints members to each Ad Hoc Committee. Appointed members do not necessary need to be Commissioners; they can be members of the community.

### **C. Past Chairs**

Past Chairs of the SLEDC continue to be engaged and can offer sound and valuable insight and perspective. In order to maintain involvement of past SLEDC Chairs and to generate dialogue and discussion concerning economic development, the SLEDC should host a meeting that includes past Chairs approximately every year.

### **ARTICLE VII: Amendments**

Substantive changes to these bylaws require approval by the San Luis Economic Development Commission.

### **ARTICLE VIII: Conflict of Interest**

A Commissioner should abstain from voting on any matters that may present a conflict of interest. Failure of a Commissioner to abstain from voting where a conflict of interest may exist could result in recommendation of removal from the Commission. As per State Law Commissioners are subject to Stature Control.

### **ARTICLE IX: Confidentiality**

Topics discussed which include all negotiations with prospects relating to development of new and /or expanding businesses and/or business operations, during all regular meetings, special meetings and executive sessions are strictly confidential. All matters considered confidential will be discussed outside of meetings only with other members of the Commission, City Administrator, Community Development Director, City Council members and/or designated staff, as appropriate. Breaches of confidentiality could result in recommendation of removal from the Commission.



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

6.C.

**Meeting Date:** 04/10/2019

**Department Head:** Jenny Torres, Economic Development Manager, Administration, Economic Development

**Submitted By:** Dania Castillo, Economic Development Assistant, Administration, Economic Development

**Action Requested:** Motion  
Public Hearing  
Resolution

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### ITEM:

Public hearing followed by discussion and possible action on any and all matters regarding Resolution No. 2069. A resolution of the Mayor and City Council of the City of San Luis authorizing the submission of application for FY 2019 State Community Development Block Grant (CDBG) funds and FY 2018 State Special Projects funds (CDBG-SSP), certifying that said applications meet the community's previously identified housing and community development needs and the requirements of the State CDBG Program, and authorizing all actions necessary to implement and complete the activities outlined in said applications. **(Jenny Torres, Economic Development Manager)**

- A. Open public hearing
  - 1. Staff Presentation
  - 2. Call to the Public on this item
- B. Close public hearing
- C. Action on Resolution No. 2069

### SUMMARY:

The Arizona Department of Housing Community Development Block Grant (CDBG) program requires that a public hearing be held at a regular meeting of the local governing body to allow citizens to comment on the proposed projects to be funded with CDBG funds and adopt resolutions selecting the projects to be forward to the state in applications for CDBG funding. Staff is recommending the Senior Center Expansion be submitted for the Community Development Grant Regional Account and Rancho Los Oros Improvements for the Community Development Grant State Special Projects.

### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO APPROVE RESOLUTION NO. 2069 REGARDING COMMUNITY DEVELOPMENT BLOCK GRANTS.**

N/A

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### 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):**

No fiscal impact.

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**Attachments**

Resolution No. 2069  
Senior Center Conceptual  
Map- Rancho Los Oros

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# *Resolution*

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

NO. 2069

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, AUTHORIZING THE SUBMISSION OF APPLICATIONS FOR FY 2019 STATE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS AND FY 2018 STATE SPECIAL PROJECT FUNDS (CDBG-SSP), CERTIFYING THAT SAID APPLICATIONS MEET THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE STATE CDBG PROGRAM, AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATIONS.**

**WHEREAS**, the City of San Luis, Arizona, is desirous of undertaking community development activities; and

**WHEREAS**, the State of Arizona is administering the Community Development Block Grant/State Special Project Programs (CDBG/CDBG-SSP); and

**WHEREAS**, the State CDBG/CDBG-SSP Programs require that CDBG funds requested address one of three Congressionally mandated National Objectives; and

**WHEREAS**, the activities within the applications address the community's identified housing and community development needs, including the needs of moderate- and low-income persons; and

**WHEREAS**, an Applicant for State CDBG/CDBG-SSP funds is required to comply with the program guidelines and Federal Statutes and regulations.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of San Luis, Arizona, County of Yuma authorize applications to be made to the State of Arizona, Department of Housing for FY 2019 CDBG funds and FY 2018 CDBG-SSP

funds, and authorize the Mayor to sign applications and contract or grant documents for receipt and use of these funds for "Senior Center Expansion and Rancho Los Oros Improvements"; and authorize the Mayor to take all actions necessary to implement and complete the activities submitted in said applications; and

**THAT** the applications for State CDBG/CDBG-SSP funds meet the requirements of low- and moderate-income benefit for activities justified as benefitting low- and moderate-income persons, aids in the prevention or elimination of slum and blight, or addresses an urgent need which poses a threat to health; and

**THAT** the City of San Luis, Arizona will comply with all State CDBG/CDBG-SSP Program Guidelines, Federal Statutes and regulations applicable to the State CDBG/CDBG-SSP Program and the certifications contained in the applications.

**PASSED AND ADOPTED** by the Mayor and City Council of the City of San Luis, Arizona, County of Yuma this \_\_\_\_ day of \_\_\_\_\_, 2019.

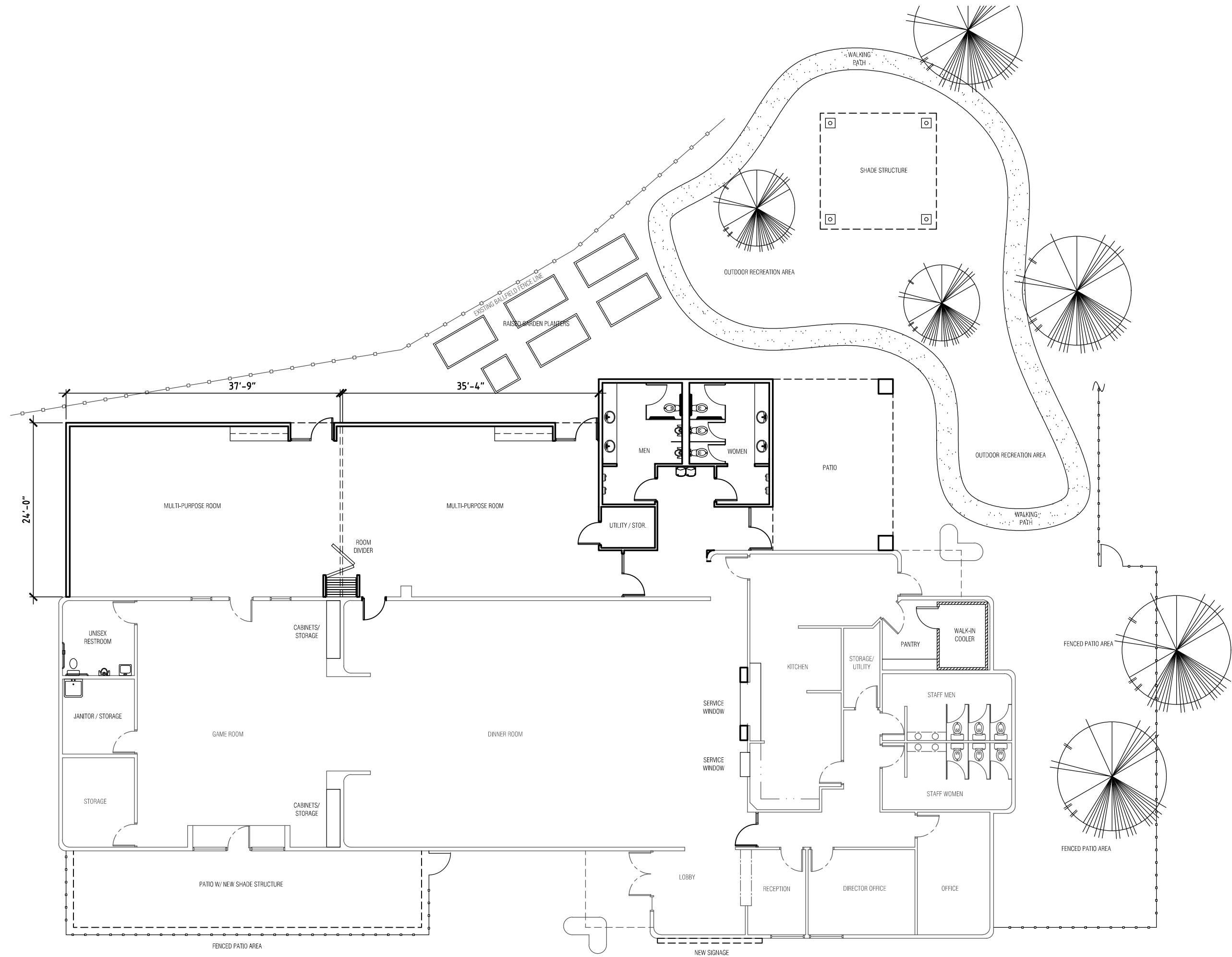
\_\_\_\_\_  
Gerardo Sanchez, Mayor

**ATTEST:**

\_\_\_\_\_  
Sonia Cornelio, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Kay Marion Macuil, City Attorney







## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

6.D.

**Meeting Date:** 04/10/2019

**Department Head:** Jenny Torres, Economic Development Manager, Administration, Economic Development

**Submitted By:** Dania Castillo, Economic Development Assistant, Administration, Economic Development

**Action Requested:** Motion  
Resolution

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### ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2070. A resolution of the Mayor and City Council of the City of San Luis, Arizona, County of Yuma, committing local funds as leverage for FY 2018-2019 Community Development Block Grant applications. **(Jenny Torres, Economic Development Manager)**

### SUMMARY:

The Community Development Block Grant Regional Account (CDBG-RA) allocated \$395,944.00 of Community Development Block Grant (CDBG) funds for the fiscal year 2019 to the City of San Luis. The commitment of \$200,000.00 by the City of San Luis will assist in completing the expansion of the Senior Center.

The Arizona Department of Housing released a notice of funding availability for the Community Development Block Grant State Special Projects (CDBG-SSP) for the fiscal year 2018. The City of San Luis is proposing to submit an application for the maximum amount of \$300,000.00 for Rancho Los Oros Improvements. In order to meet the scope of work and be more competitive, committing \$200,000.00 of local funds to be used as leverage with CDBG funds will allow the completion of the proposed project.

### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO APPROVE RESOLUTION NO. 2070, COMMITTING CITY FUNDS FOR COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATIONS.**

N/A

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### Fiscal Impact

<b>IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:</b>	Yes
<b>CITY/STATE/FEDERAL FUNDS:</b>	City
<b>TOTAL:</b>	\$400,000.00
<b>BUDGETED AMOUNT:</b>	\$400,000.00
<b>AVAILABLE AMOUNT TO TRANSFER:</b>	N/A
<b>ACCT NAME &amp; GL#/REMAINING BALANCE BEFORE PURCHASE:</b>	N/A
<b>FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):</b>	

Both projects have been budgeted in the FY2020 city budget. GL accounts TBD.

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**Attachments**

Resolution No. 2070  
Senior Center Conceptual  
Map- Rancho Los Oros

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# *Resolution*

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

NO. 2070

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, COUNTY OF YUMA, COMMITTING LOCAL FUNDS AS LEVERAGE FOR FY 2018-2019 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATIONS.**

**WHEREAS**, the City of San Luis has adopted Resolution Number 2069 which authorizes submission of an applications to the State of Arizona, Department of Housing for Community Development Block Grant (CDBG) funds for FY 2018-2019; and

**WHEREAS**, that application indicates that \$200,000.00 will be committed by the City of San Luis as leveraged funds, in the form of **cash** to be used to implement Activity #2 Senior Center Expansion; and

**WHEREAS**, that application indicates that \$200,000.00 will be committed by the City of San Luis as leveraged funds, in the form of cash to be used to implement Activity #2 Rancho Los Oros Improvements; and

**WHEREAS**, the CDBG Program requires that all local leveraged funds be committed in the form of a resolution by the governing body, and that such a commitment contain an opinion by the applicant's legal counsel that the leveraged funds represent a binding commitment, legally enforceable under State laws,

**THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of San Luis, Arizona, County of Yuma hereby commit \$200,000.00 to the CDBG Program, to be used for the following: Senior Center Expansion, and commit \$200,000.00 to the CDBG-SSP Program, to be used for the following: Rancho Los Oros Improvements, for construction efforts, contingent upon the receipt of the FY2018-2019 CDBG assistance; and that the Mayor and City Council of the City of San Luis, Arizona, County of Yuma hereby state that this commitment is legally binding based on the legal opinion of the City of San Luis attorney, and that such funds will be available for an audit at the termination of the grant, if so required by ADOH.

**PASSED AND ADOPTED** by the Mayor and City Council of the City of San Luis, Arizona, County of Yuma this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

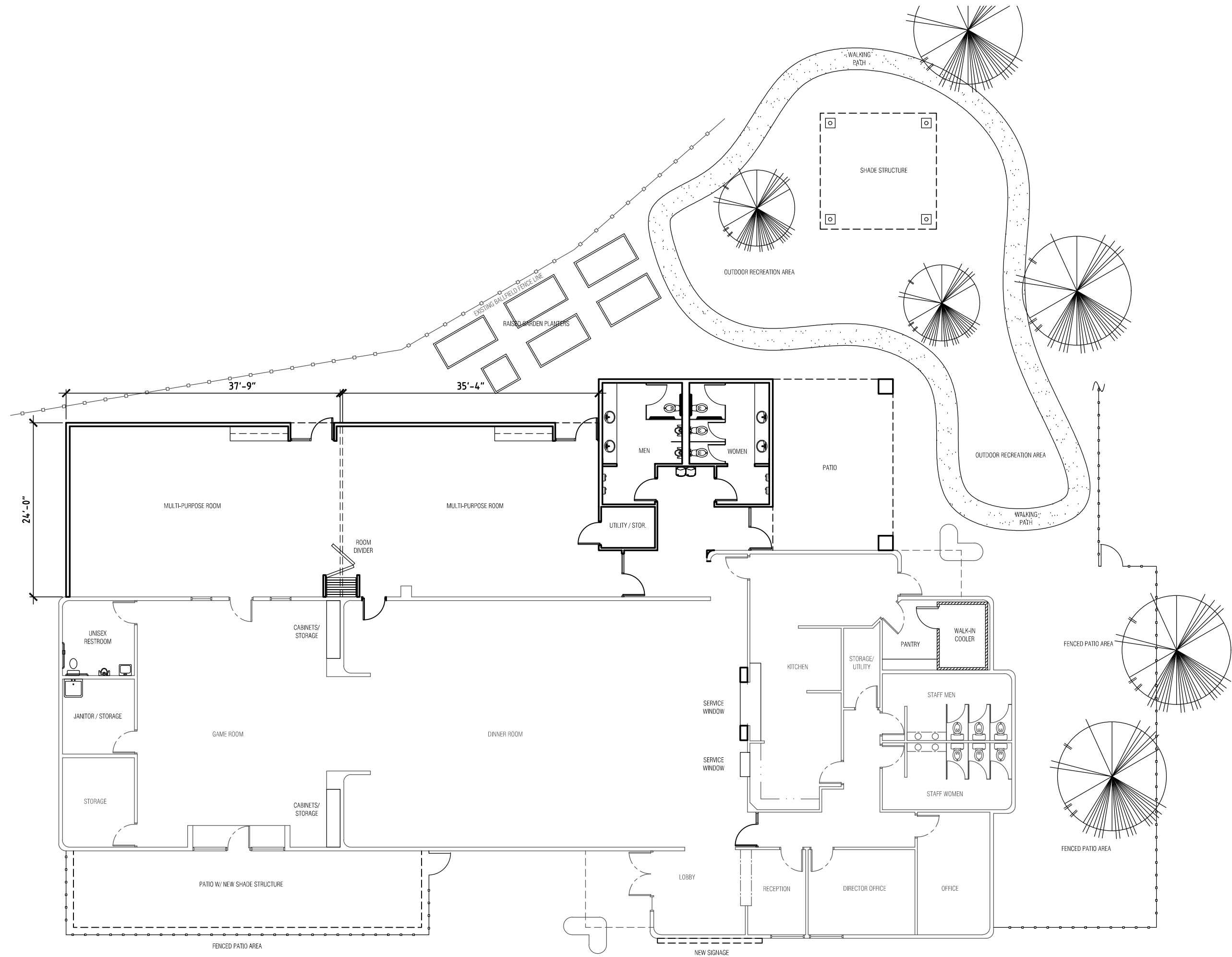
\_\_\_\_\_  
Gerardo Sanchez, Mayor

**ATTEST:**

\_\_\_\_\_  
Sonia Cornelio, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Kay Marion Macuil, City Attorney



# RANCHO LOS OROS

WEST  
YUMA VALLEY LEVEE

