

MINUTES
Special Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
April 15, 2020
6:00 p.m.

1. CALL TO ORDER/ROLL CALL: Mayor Gerardo Sanchez called the Special City Council meeting to order at approximately 6:14 p.m.

Mayor, City Council, and some members of staff participated remotely.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Maria Cecilia Cruz
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 Administrator
Melissa Lopez, Deputy City Clerk
Kay Marion Macuil, City Attorney (remotely)
Angel Ramirez, Fire Chief
Axel Chayra, Information Technology Technician
Derek Dueñas, Information Technology Manager
Enrique Lopez, Assistant Fire Chief
Eulogio Vega, Acting Director of Public Works
Francia Alonso, Assistant to Council/PIO
Mary French-Jones, Grant Writer
Richard Jessup, Chief of Police

2. PLEDGE OF ALLEGIANCE

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

3. DISCUSSION AND POSSIBLE ACTION ITEM:

3.A. Discussion and possible action on any and all matters regarding Resolution No. 2125. A Resolution of the Mayor and the City Council of the City of San Luis, County of Yuma, State of Arizona appointing the San Luis Director of Finance as the designated applicant agent for the Arizona Division of Emergency Management. (Angel Ramirez, Fire Chief; Richard Jessup, Chief of Police; and Mary French-Jones, Grant Writer)

Mr. Angel Ramirez, Fire Chief, mentioned there was a webinar last Wednesday regarding how the application to State of Arizona Division of Emergency Management (AZ DEMA) is going to be submitted. The deadline for the application submittal is April 15, 2020.

Mr. Richard Jessup, Chief of Police, explained this has to be done by the end of close today with the assistance of the Economic Development Department. FEMA has opened it for the submittal of funds and DEMA is allowing the City of San Luis to begin the submittal process for reimbursements. Most likely the public safety side of things right now, will be the ones to incur the most expenses. There might be other departments that incur expenses too. One of the things they found out during the webinar is that the first quarter, January through March, 2020, is over and AZ DEMA has extended for all of the departments of the cities to submit the first quarter along with the second quarter which ends the last day of June but have been given until July 15 to submit all of the requests. Most of the departments already have a list of the incurred expenses due to CO-VID19 so they have a good projection of what that will look like and will provide it to Ms. Mary French-Jones, Grant Writer.

This is one of the things that must be done from the grants portal perspective and they feel Ms. Monica Castro, Director of Finance, be the Primary Portal Access (PA) Coordinator for this particular grant process because she is in charge of finance and when the city gets reimbursed, she will be the one that redirects the funds back to the different departments. He added that Mr. Tadeo De La Hoya, City Administrator, has been listed as the Alternate PA Coordinator because he has the ability to sign in her absence. Both Mr. Angel Ramirez, Fire Chief, and Mr. Richard Jessup, Chief of Police, will be added to the list at additional staff with access. Mr. Ramirez and Mr. Jessup will make sure that all of the information from the departments goes through them and then routed through Ms. Angelica Cifuentes, Purchase Coordinator, as the Project POC, which is additional staff that can manage projects but have no signatory authority. The necessary process with procurement must be followed to prevent jeopardizing the reimbursements. He added that staff is requesting from the Mayor and City Council approval of this resolution.

MOTION: Vice Mayor Maria Cecilia Cruz/Council Member Mario Buchanan Jr. to approve Resolution No. 2125 as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	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

4. ADJOURNMENT

MOTION: Council Member Gloria Torres/Council Member Africa Luna-Carrasco to adjourn the Special Council meeting at approximately 6:25 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	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

APPROVED:

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special City Council meeting for the City Council of the City of San Luis, Arizona held on April 15, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk