

**MINUTES**  
**Special Council Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**April 29, 2020**  
**6:30 p.m.**

**1. CALL TO ORDER/ROLL CALL:** Mayor Gerardo Sanchez called the Special City Council meeting to order at approximately 6:30 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  
Sonia Cornelio, City Clerk  
Kay Marion Macuil, City Attorney (remotely)  
Axel Chayra, Information Technology Technician  
Derek Dueñas, Information Technology Manager  
Eulogio Vega, Acting Director of Public Works  
Francia Alonso, Assistant to Council/PIO  
Glenn Gimbut, Assistant City Attorney (remotely)  
Jonathan Dumadag, Senior IT Technician  
Jorge Perez, Billing & Collections Manager  
Ralph Velez, City Consultant (remotely)

**2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member Matias Rosales.

**3. DISCUSSION AND POSSIBLE ACTION ITEM:**

**3.A. Discussion and possible action on any and all matters regarding the Los Portales Del Alamo Roadway Paving project (Cuahutemoc Street, Cuahutemoc cul-de-sac, Juarez Street, Juarez cul-de-sac, West Canal Drive, and Independence Street). (Eulogio Vera, Acting Director of Public Works)**

Mr. Eulogio Vera, Acting Director of Public Works, stated that unfortunately, staff was not able to move forward with the Cesar Chavez Boulevard and 4<sup>th</sup> Avenue intersection due to right of way acquisition delays but are able to use the HURF money elsewhere in the city as needed and this is the area staff thought was needed. DPE was the lowest bidder with significant savings on the engineer's estimate. He anticipated \$21.00 per square yard for paving and it came in at \$16.00. These are really good numbers and added that it might be a good opportunity to add some additional quantities, like doing a couple of streets more. DPE is anticipating an aggressive schedule, therefore they would be done this fiscal year. He recommended awarding the contract to DPE Construction in the amount of \$473,892.30.

Mayor Gerardo Sanchez thanked Mr. Vera and added there are a couple of streets in need of repavement. He knows the city was surveyed in regards to streets and will proceed as recommended by staff.

Council Member Matias Rosales asked how soon can DPE begin this project. Mr. Vera responded he will send the letter of award to DPE tonight, if this item gets approved by the Mayor and City Council. They have ten (10) days to start, which is a typical time frame for a contract to be executed. They plan to finish this project in 30 days.

Mr. Tadeo De La Hoya, City Administrator, asked Ms. Kay Macuil, City Attorney, if the motion can be revised and changed to pave an extra street or half a street, if the City Council so desires it, since the quote came in at a lower amount and if the funds are available.

Mr. Glenn Gimbut, Assistant City Attorney, asked how much will it be, as state law will allow the city for a street project like this to spend up to \$220,00.00 without public bidding.

Mr. Vera stated one (1) additional street will be approximately \$100,000.00.

Mr. Gimbut said Mr. Vera can do this as a separate bid and spend up to \$220,000.00 by the City Council approving an expenditure without any other competitive bidding. So at the next council meeting, the City Council could order another street.

Mr. Vera asked if it can be a change order or if it needs to be a separate bid.

Mr. Gimbut responded if Mr. Vera knows of a street he would like to add tonight and mention it, but if he needs time to think about it and document it, it can be done at the next council meeting and do a quick award.

Mr. Vera stated he will look into quantities and will be prepared with one (1) or two (2) streets for the next council meeting and will have a resolution if the funds are available or not.

**MOTION:** Vice Mayor Maria Cecilia Cruz/Council Member Matias Rosales to approve the contract with DPE Construction, Inc., for the roadway paving project of Los Portales Del Alamo in the amount of \$473,892.30. 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

**3.B. Discussion and possible action on any and all matters regarding Resolution No. 2127. A resolution of the Mayor and City Council of the City of San Luis, Arizona, suspending imposition of late penalty charge on water utility accounts; suspending shut-off of water service for non-payment; and suspending imposition of shut-off fee due to the declared COVID-19 emergency; repealing any conflicting provisions; providing for severability; and declaring an emergency. (Jorge Perez, Billing & Collections Manager)**

Mr. Jorge Perez, Billing & Collections Manager, explained this item represents the conversation that took place during the budget retreat regarding penalty fees and disconnection charges being applied to utility accounts during this emergency. Staff was given the direction of not disconnecting any water service when the declaration of emergency happened due to the COVID-19. This resolution states and puts in place that the city will not be charging any late fees to utility accounts if they are not paid in time. This resolution was effective since the declaration of emergency occurred through September 2020 or a change in the pandemic emergency declaration.

Mayor Gerardo Sanchez commented this item was discussed at the budget retreat and with this resolution, the city is trying to help its community to the best they can.

**MOTION:** Council Member Gloria Torres/Council Member Africa Luna-Carrasco to approve Resolution No. 2127 and declare an emergency. 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 Africa Luna-Carrasco/Council Member Mario Buchanan Jr. to adjourn the Special Council meeting at approximately 6:49 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:**

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Gerardo Sanchez, Mayor

**ATTEST:**

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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 29, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

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Sonia Cornelio, City Clerk