



### **NOTICE OF SPECIAL 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 Special City Council meeting at 6:00 p.m., Wednesday, April 15, 2020. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349.

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

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

THIS NOTICE IS GIVEN BY:

/s/ Melissa Lopez, Deputy City Clerk

### **AVISO DE JUNTA ESPECIAL**

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 Especial a las 6:00 p.m. el día Miercoles, 15 de Abril del 2020. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349.

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/ Melissa Lopez, Asistente a la Actuaría de la Ciudad



**AGENDA**  
**Special Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**San Luis, AZ 85349**  
**April 15, 2020**  
**6:00 p.m.**

The April 15, 2020, Special Council meeting will be closed to members of the public in-person attendance.

However, members of the public may listen to the meeting's live audio stream on the City of San Luis' website <https://sanluisaz.gov/listenlive>. Recordings of the meetings will be available on the City's website <https://www.sanluisaz.gov/> after the meeting.

Open meetings conducted remotely through technological means are permissible under the March 13, 2020, Arizona Attorney General opinion titled, "Re: Concerns Relating to Arizona's Open Meeting Law and COVID-19" and following the Mayor's March 18, 2020, Continued Declaration of Emergency and Amended Order-Coronavirus Disease-19 and City Council's Order 2020-7 which closed all city buildings and facilities (except the Municipal Court) to public access, to protect the public health and safety and reduce the transmission of the Coronavirus Disease 2019 (COVID-19). City Council Chambers will be closed to the public.

La reunión especial del Cabildo del día 15 de Abril del 2020 estará cerrada al público.

Sin embargo, los miembros del público pueden escuchar el audio en vivo de la reunión transmitido en el sitio web de la Ciudad de San Luis <https://sanluisaz.gov/listenlive>. Las grabaciones de las reuniones estarán disponibles en el sitio web de la Ciudad <https://www.sanluisaz.gov/> después de la reunión.

Las reuniones abiertas realizadas de forma remota a través de medios tecnológicos están permitidas bajo la opinión del Fiscal General de Arizona del 13 de marzo de 2020 titulada "Re: Preocupaciones relacionadas con Open Meeting Law de Arizona y COVID-19" y después de la Declaración de Emergencia Continua del 18 de marzo de 2020 del alcalde y Orden modificada-Enfermedad de Coronavirus-19 y Orden del Ayuntamiento 2020-7 la cual cerró todos los edificios e instalaciones de la ciudad (excepto en la Corte Municipal) al acceso público, para proteger la salud y la seguridad pública y reducir la transmisión de la Enfermedad de Coronavirus 2019 (COVID-19). Las Sala del Cabildo del Ayuntamiento estará cerrada al público.

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

- 1. CALL TO ORDER/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. DISCUSSION AND POSSIBLE ACTION 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)**

**4. ADJOURNMENT**



## AGENDA ITEM REVIEW FORM

### Special City Council Meeting

3. A.

**Meeting Date:** 04/15/2020

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

**Submitted By:** Mary French-Jones, Grants Writer, Administration, Economic Development

**Action Requested:** Motion  
Resolution

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### ITEM:

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)**

### SUMMARY:

City staff recommends approving Resolution No. 2125 in order to coordinate directly with the State of Arizona Division of Emergency Management (AZ DEMA) to gain access to the grant portal and work directly with an AZ DEMA assigned technical assistance team. The AZ DEMA technical assistance team will assist the City with an organizational profile required to submit the Request for Public Assistance. Once the City request for public assistance is approved by both state and federal authorities, staff may submit authorized, eligible requests for reimbursement associated directly with COVID 19 expenditures on the forms provided by the federal government, along with all mandated support documentation. All requests for emergency protective measures related to COVID 19 activities directly correlated with emergency protective measures, will be reviewed by the appropriate department directors and/or managers and advanced for final authorization in accordance with federal, state or City's protocol whichever is higher.

### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO APPROVE RESOLUTION NO. 2125 AS PRESENTED.**

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

TBD

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**Attachments**

Request for Grants Portal Access  
Resolution No. 2125

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Douglas A. Ducey  
GOVERNOR

STATE OF ARIZONA  
DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS

5636 East McDowell Road  
Phoenix, Arizona 85008-3495  
(602) 267-2700 DSN: 853-2700



Major General Michael T. McGuire  
THE ADJUTANT GENERAL

REQUEST FOR GRANTS PORTAL ACCESS  
For Federal Disaster Declarations

Submit to: Duke.Jones@azdema.gov

ORGANIZATION INFORMATION

\* = required information

Date: \_\_\_\_\_ Disaster: \_\_\_\_\_

Applicant Organization\*: \_\_\_\_\_

Organization Type\* (select from drop-down): \_\_\_\_\_

EIN Number\*: \_\_\_\_\_ DUNS Number: \_\_\_\_\_

Physical Address\*: \_\_\_\_\_

City\*: \_\_\_\_\_ State\*: \_\_\_\_\_ Zip Code\*: \_\_\_\_\_

County\*: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

County: \_\_\_\_\_

**Please carefully consider which of the following roles should be given for each of your staff members. Each position has significant responsibility that are potential time intensive.**

**Added staff and adjustments can be made later, but it can slow the process.**

***NOTE – This is for a federally controlled system. Logins and Passwords cannot be shared!***

STAFFING - DESCRIPTION OF ROLES

- **Primary PA Coordinator:** This person is the primary contact should there be any questions about the Request for Public Assistance (RPA) or your project(s). There is no signatory authority.
- **Alternate PA Coordinator:** This person is the secondary contact should there be any questions about their RPA or project(s), if the Primary is unavailable. There is no signatory authority.
- **Authorized Representative:** This person is the authorized signatory authority for the RPA and is responsible for signatures required throughout the entire process. At a minimum, your designated Applicant’s Agent should hold this role. **NOTE – This role has no ability to create, manage, edit, enter documents. If this is required, please add one of the above roles.**
- **Project POC:** Additional staff that can manage projects but have no signatory authority

Applicant Organization\*: \_\_\_\_\_

**APPLICANT'S AGENT or AUTHORIZED REPRESENTATIVE INFORMATION**

This individual will automatically be assigned the following roles: **Authorized Representative**

Additionally, please select one:  **Primary PA Coordinator**  **Alternate PA Coordinator**

First Name\*: \_\_\_\_\_ Last Name\*: \_\_\_\_\_ M.I.: \_\_\_\_\_

Title\*: \_\_\_\_\_

Email\*: \_\_\_\_\_

Direct Phone\*: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

You Have Been Assigned User Name: \_\_\_\_\_

**ALTERNATE POINT OF CONTACT (Alternate PA Coordinator)  
or Primary, if the Authorized Representative is the Alternate**

First Name\*: \_\_\_\_\_ Last Name\*: \_\_\_\_\_ M.I.: \_\_\_\_\_

Title\*: \_\_\_\_\_

Email\*: \_\_\_\_\_

Direct Phone\*: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

You Have Been Assigned User Name: \_\_\_\_\_

**Select Role(s):**

Primary PA Coordinator  Alternate PA Coordinator  Authorized Representative

Applicant Organization\*: \_\_\_\_\_

**ADDITIONAL STAFF WITH ACCESS**

First Name\*: \_\_\_\_\_ Last Name\*: \_\_\_\_\_ M.I.: \_\_\_\_\_

Title\*: \_\_\_\_\_

Email\*: \_\_\_\_\_

Direct Phone\*: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

You Have Been Assigned User Name: \_\_\_\_\_

**Select Role(s) for the above individual:**

Primary PA Coordinator  Alternate PA Coordinator  Project POC

First Name\*: \_\_\_\_\_ Last Name\*: \_\_\_\_\_ M.I.: \_\_\_\_\_

Title\*: \_\_\_\_\_

Email\*: \_\_\_\_\_

Direct Phone\*: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

You Have Been Assigned User Name: \_\_\_\_\_

**Select Role(s) for the above individual:**

Primary PA Coordinator  Alternate PA Coordinator  Project POC

First Name\*: \_\_\_\_\_ Last Name\*: \_\_\_\_\_ M.I.: \_\_\_\_\_

Title\*: \_\_\_\_\_

Email\*: \_\_\_\_\_

Direct Phone\*: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

You Have Been Assigned User Name: \_\_\_\_\_

**Select Role(s) for the above individual:**

Primary PA Coordinator  Alternate PA Coordinator  Project POC

*This page may be duplicated for additional staffing requests.*



# *Resolution*

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

**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**

**WHEREAS**, the Arizona Division of Emergency Management coordinates the State of Arizona's emergency preparedness, response and recovery efforts in order to reduce the impact of emergencies and disaster on people and property pursuant to Title 26 of the Arizona Revised Statutes and Title 8 of the Arizona Administrative Code;

**WHEREAS**, the City of San Luis desires to work with the Arizona Division of Emergency Management in its emergency preparedness, response and recovery effort and participate in various programs available to the City, including but not limited to the Public Assistance Program; and

**WHEREAS**, in order to participate in the Arizona Division of Emergency Management's efforts and programs, the City of San Luis is required to designate an applicant agent to coordinate with the Arizona Division of Emergency Management.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and the City Council of the City of San Luis, Yuma County, State of Arizona, that

**Section 1.** Monica Castro, Director of Finance for the City of San Luis, is appointed to act as the designated applicant agent to represent the City of San Luis, Arizona and its contacts with the Arizona Division of Emergency Management until further notice by the Mayor and City Council of the City of San Luis.

**Section 2.** Tadeo De La Hoya, City Administrator for the City of San Luis, is appointed to coordinate with the City of San Luis, Arizona designated applicant agent, Monica Castro, Director of Finance, in this endeavor.

**PASSED AND ADOPTED** by the Mayor and City Council of the City of San Luis, Arizona, this 15<sup>th</sup> day of April 2020.

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

**ATTEST:**

**APPROVED AS TO FORM:**

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

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