

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
April 7, 2021
6:30 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Gerardo Sanchez called the Work Session to order at approximately 7:04 p.m.

Mayor and City Council participated remotely due to COVID-19.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Africa Luna-Carrasco
Council Member Luis E. Cabrera
Council Member Jose Ponce
Council Member Matias Rosales
Council Member Gloria Torres

ABSENT: Council Member Mario Buchanan Jr.

OTHERS PRESENT: Tadeo A. De La Hoya, City Administrator
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Angel Ramirez, Fire Chief
Axel Chayra, Information Technology Department
Derek Dueñas, Information Technology Manager
Doming Sosa, Information Technology Department
Eulogio Vera, Director of Public Works
Jenny Torres, Economic Development Manager
Lizandro Galaviz, Director of Parks & Recreation
Marlene Lara, Assistant to Council/PIO
Mary French-Jones, Grants Coordinator
Monica Castro, Director of Finance
Ralph Velez, City Consultant (remotely)
Richard Jessup, Chief of Police
Julie Engel, Greater Yuma Port Authority President and CEO
Buna George, Executive Director of Greater Yuma Port Authority

2. ITEMS FOR DISCUSSION ONLY:

2. A. Presentation of the 2020-2021 Mid-Year Report by Ms. Julie Engel, President and CEO of Greater Yuma Economic Development Corporation. (Julie Engel, President and CEO of Greater Yuma Economic Development Corporation)

Ms. Julie Engel, President, and CEO of Greater Yuma Economic Development Corporation, made a PowerPoint Presentation which is filed with the complete agenda packet filed in the City Clerk's Office.

2. B. Presentation and report on any and all matters regarding federal appropriations requested for the Federal Fiscal year 2022. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, explained that to meet the needs of communities across the United States, the Appropriations' committee accepts programmatic, language-based, and community project funding requests for members of congress. She mentioned that Congressman Raul Grijalva's office contacted staff from March 29, 2021, through April 6, 2021, which would be the window for Members of Congress to request Community Project Funding through an internal Appropriation Committee-maintained database. Furthermore, she added that staff had a meeting between council and staff; staff submitted to Congressman Grijalva the known priorities of City Council to address city needs. She mentioned staff has looked at the criteria for projects; it was found that they are very specific in the requirement and projects that are smaller in size. She added that staff reviewed the list of capital projects that would qualify. She stated that staff also looked at how the city can get congress support on more significant projects such as the wastewater treatment plant, port of entry, and Cesar Chavez Boulevard. Ms. Torres informed that the deadline to submit projects was April 6, 2021, but this presentation will get staff prepared for future submissions.

Ms. Mary French-Jones, Grants Coordinator, informed that staff did select a shovel-ready project. That project is a multi-modal circulation plan; this will provide a guideline for the city and staff to determine the methodology to merge pedestrians with vehicular traffic. Currently, the city does not have a multi-modal study. This would be beneficial to combine it with the studies the city does have.

Mayor Gerardo Sanchez stated that one of the projects he would like to see is County 24th Steet, which connects 10th Avenue to Avenue F. This project would significantly impact the community and is a low-cost project.

Mr. Eulogio Vera, Director of Public Works, replied that this project could be completed quickly; the only process that will slow down the project would be the permitting, which takes approximately a year from the Bureau of Reclamation.

Ms. French-Jones mentioned that the appropriation is enacted at the beginning of the federal fiscal year, which will be the city's Fiscal Year 2021-2022.

She added that this project was considered, but with the restrictions, it was not ready. It will be ready for next year's appropriation or other project funding.

Mayor Gerardo Sanchez and members of the City Council thanked Ms. Torres for the presentation.

2. C. Discussion and possible directions to staff on any and all matters regarding a contract between the City of San Luis and the Regional Center for Border Health, Inc. to participate in a grant application to the Federal Health and Human Services Office of Minority Health Grant to advance health literacy Enhance Equitable Community Responses to COVID-19 such as testing, contact tracing, and vaccination. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, informed that staff was reached by Regional Center for Border Health (RCBH), Inc., to participate in a grant application for the Federal Health and Human Services Office of Minority Health Grant to do adult literacy focus on COVID-19. This grant is a \$4 million grant to be funded in two (2) years. She stated that before making a decision, staff reached Yuma County Health Department to see if they would be applying for this same grant, and they answered that it was not in their plans to apply. She mentioned that the city wanted to step in to do something for the south county regarding vaccination and education. Ms. Torres informed that the city had been informed that Yuma County Health Department would be applying, and they have stated that they are supportive of the city. She commented that her recommendation is to step down and not apply for the grant and let the county apply and support their application. She mentioned that she has spoken with Amanda Aguirre, President, and CEO for Regional Center for Border Health, as the city and RCBH have worked on the application. Furthermore, she mentioned that she believes that Yuma County Health Department is the ideal entity to apply for this grant, as the grant is focused on counties and municipalities. She asked Mayor and Council to table this item and support this item and support the Yuma County Health Department.

Mayor Gerardo Sanchez asked Ms. Torres to make sure the letter of support is given to the Yuma County Health Department. There were no comments from members of the City Council.

2. D. Discussion and possible directions to staff on any and all matters regarding ratifying staff's correction of the entity's name from Don Peterson Engineering, Inc. to DPE Construction, Inc., on the contract City Council approved on March 17, 2021, for the construction of the Magrino Industrial Park Unit III, base phase roadway improvements project from Don Peterson Engineering, Inc. to DPE Construction, Inc. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, informed that on March 17, 2021, City Council approved a construction contract to build the Magrino Industrial Park, Phase III Base Roadway Improvement.

However, during that meeting, the agenda item and the contract read “Don Peterson Engineering, Inc.,” which is the parent name to DPE Constructions, Inc. She mentioned that the entity that will do the work is DPE Construction, Inc. She commented that since this is a grant funding-related project, staff wants to make sure that the appropriate name is in the contract.

Mayor Gerardo Sanchez directed staff to proceed with these items, as there were no comments from members of the City Council.

2. E. Discussion and possible directions to staff on any and all matters regarding modifications to the current Parks and Recreation Fee Schedule. (Lizandro Galaviz, Director of Parks and Recreation)

Mr. Lizandro Galaviz, Director of Parks and Recreation, informed that this item is to update the fee schedule for Parks and Recreation. The fees have not been updated since 2007. He mentioned that the Notice of Intent to establish and increase fees were posted on the City of San Luis website for the required 60 days.

Ms. Sonia Cornelio, City Clerk, informed the City Clerk’s Office did not receive any comment in favor of or against the proposed fee schedule.

Mr. Galaviz asked Mayor and Council to move forward with the new Parks and Recreation Fee Schedule.

Mayor Gerardo Sanchez directed staff to proceed, as agreed by all members of the City Council.

2. F. Discussion and possible directions to staff on any and all matters regarding the purchase of a 2021 Chevrolet Silverado and the transfer funds from available accounts for the purchase. (Lizandro Galaviz, Director of Parks and Recreation Department)

Mr. Lizandro Galaviz, Director of Parks and Recreation, informed that in June 2020, a 2006 Ford Ranger vehicle from the Facilities Department was hit and totaled by a city resident who crashed into the vehicle. This accident was reported to the city’s risk pool in hopes of being repaired. He mentioned that staff is requesting City Council’s approval to use funds remaining from previous budgeted vehicle purchase and a budget transfer to complete this purchase. He stated that staff is requesting a 2021 Chevrolet Silverado to be purchased from Midway Chevrolet for \$25,236.97 using State of Arizona Contract ADSPO17-166122, which is permitted under the City Procurement Code Section 36.01 (G) State or Federal Contracts.

Mayor Gerardo Sanchez directed staff to proceed as agreed by all members of the City Council.

2. G. Discussion and possible directions to staff on any and all matters regarding the purchase of extended warranty coverage for the new Zoll Cardiac monitors. (Angel Ramirez, Fire Chief)

Mr. Angel Ramirez, Fire Chief, informed that in early 2020 the San Luis Fire Department (SLFD) acquired seven (7) Zoll X Series cardiac monitors; these monitors had a 1-year full coverage warranty. He mentioned that Zoll offers an additional 5-year extended warranty covering any internal and external damages, software updates, and yearly preventive maintenance. He stated that if this extended warranty is not purchased, any repairs needed after the 1-year warranty would be paid by the SLFD.

Mayor Gerardo Sanchez mentioned that SLFD does need to purchase the extended warranty for those cardiac monitors. He directed Mr. Ramirez to proceed with this item, as agreed by all City Council members.

2. H. Discussion and possible directions to staff on any and all matters regarding the purchase of an Avaya phone system for the City of San Luis. (Derek Duenas, IT Manager)

Mr. Derek Dueñas, IT Manager, informed that staff recommends the replacement of the NEC phone system and suggested moving forward with the purchase of an Avaya phone system. He stated that the current phone system is obsolete and is no longer supported by the manufacturer. He noted that this is a budgeted capital project. The department budgeted \$150,000.00, but there has been an increase. He added that staff would acquire this equipment through a state contract, but this requires City Council approval because of the purchase amount.

Mayor Gerardo Sanchez mentioned that the phone system is essential to continue to provide excellent customer service. He asked Mr. Dueñas if staff will be purchasing an extended warranty. He also asked what the lifespan of the phone system is.

Mr. Dueñas replied that the new phone system has a 3-year warranty and mentioned that when the warranty runs out, staff would be able to purchase another 3-year extended warranty. He stated that the Avaya phone system lifespan could go up to 10 years.

Council Member Matias Rosales asked if the new phone system would cover the entire city, not only City Hall.

Mr. Dueñas replied that the entire city building, except for the Police department, will have the same phone system.

Mayor Gerardo Sanchez directed Mr. Dueñas to proceed with this purchase as agreed by all City Council members.

2. I. Discussion and possible directions to staff on any and all matters regarding possible text amendment to the zoning regulations regarding covered parking requirements for Multiple Residence Zoning Districts. (Jose A. Guzman, Director of Planning and Zoning)

Mr. Jose A. Guzman, Director of Planning and Zoning, informed that the current regulations require that all parking spaces for multiple residence buildings be covered, but staff believes this requirement is too restrictive and is proposing an amendment to require only one (1) covered parking for each unit. This proposed amendment will not reduce parking spaces but a reduction in the required “covered” parking spaces. He mentioned that currently, in a single residence zoning district, the current regulation requires one (1) carport or garage for one (1) vehicle. He stated that this is the reason for the proposed amendment.

Mayor Gerardo Sanchez directed Mr. Guzman to proceed with this item as agreed by all members of the City Council.

2. J. Discussion and possible directions to staff on any and all matters regarding Resolution Nos. 2163, 2164, 2165, 2166, 2167, and 2168 for the creation and order of work for the required improvement districts for Bienestar Estates 11 Subdivision. (Jose A. Guzman, Director of Planning and Zoning)

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that subdivisions regulars require any new subdivision to create improvement districts pursuant to Arizona Revised Statutes Section 48-571 to 48-617, as amended. He stated that since Bienestar Estates 11 is part of the East San Luis Community Facilities District, a new Community Facilities District is not required. However, the following improvement districts are required: Street Light Improvement District, Enhance Municipal Improvement District, and Landscape Improvement District. He added that petitions were received to create those districts. He explained that only one item was presented to introduce the six (6) resolutions during this meeting, but they all be presented individually during the next Regular Council meeting.

Mayor Gerardo Sanchez directed Mr. Guzman to proceed with this item, as agreed by all City Council members.

3. ADJOURNMENT

MOTION: Council Member Gloria Torres/Council Member Jose Ponce to adjourn the Work Session at approximately 8:13 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Afirca Luna-Carrasco	Aye
Council Member Luis E. Cabrera	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 Work Session minutes for the City Council of the City of San Luis, Arizona, held on April 7, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk