



NOTICE OF REGULAR COUNCIL MEETING

In accordance with §38-431.02 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, July 28, 2021. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349. 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. §38-431.02, 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 Miércoles, 28 de Julio del 2021. 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 ON 7/27/2021

AGENDA
Regular Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
San Luis, AZ 85349
July 28, 2021
7:00 p.m.

For the safety of the public during the COVID-19 pandemic, members of the public may attend the City Council's Regular Meeting of July 28, 2021 in person if the 6-foot distance can be maintained which is 27 people. 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://sanluisaz.gov/listenlive> after the meeting. Call to the Public will only be available to those attending the meeting in person.

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.

Por la seguridad del público durante la pandemia COVID-19, habrá asistencia en persona para los miembros del público en la Junta Regular del Cabildo del 28 de Julio del 2021, si la distancia de 6 pies puede mantenerse, que es de 27 personas. 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://sanluisaz.gov/listenlive> después de la reunión. Llamado al Público estara disponible solo a quienes asistan a la junta en persona.

TENGA EN CUENTA QUE LOS MIEMBROS DEL CABILDO DE LA CIUDAD ASISTIRÁN EN PERSONA, TELÉFONO O COMUNICACIÓN POR VIDEO CONFERENCIA. EL ALCALDE O VICE-ALCALDE DE ESTA REUNIÓN PUEDE CAMBIAR EL ORDEN DE LOS TEMAS; SI ESTÁ AUTORIZADO POR LA LEY Y POR MAYORÍA DE VOTOS DE UN QUÓRUM DE MIEMBROS DEL CABILDO PRESENTES, SE LLEVARÁ A CABO UNA SESIÓN EJECUTIVA INMEDIATAMENTE DESPUÉS DE LA VOTACIÓN DE ACUERDO CON LOS ESTATUTOS DEL ESTADO DE ARIZONA A.R.S. §38-431.03 (A) Y LA REUNIÓN SERÁ TEMPORALMENTE RECESADA MIENTRAS EL CABILDO DE LA CIUDAD SE RETIRE A UNA SESIÓN EJECUTIVA QUE NO ESTARÁ ABIERTA AL PÚBLICO.

1. **CALL TO ORDER/ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION**

4. **PRESENTATION**

4. A. Introduction of the City of San Luis new hires for the 1st Quarter from January through March 2021. **(Rosalva Leon, Human Resources Coordinator)**

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 July 7, 2021
- Regular Council meeting held July 14, 2021

5. B. **DISBURSEMENTS FROM JUNE 29, 2021 TO JULY 20, 2021**

Total Disbursements \$1,580,087.30

(One Million, Five Hundred Eighty Thousand, Eighty-Seven Dollars and Thirty Cents)

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

6. A. Discussion and possible action on any and all matters regarding Ordinance No. 418. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the San Luis City Code; Section 5.15.090 of the City Code which provides for a system of issuance and regulation for border area taxi vehicle permits amending subsection 5.15.090(F) limiting the number of permits to any single business; providing an effective date; repealing any conflicting provisions; and providing for severability. **(Tadeo A. De La Hoya, City Administrator)**

A. Action on Reading of Ordinance No. 418 by title only

(City Clerk to read Ordinance No. 418 by title only)

B. Action on Ordinance No. 418

6. B. Discussion and possible action on any and all matters regarding Resolution No. 2189. A Resolution of the Mayor and City Council of the City of San Luis adopting a Conflict of Interest Procedures to supplement the City of San Luis Personnel Policies; repealing any conflicting provisions; and providing for severability. **(Monica Castro, Director of Finance)**

6. C. Discussion and possible action on any and all matters regarding Ordinance No. 419. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the San Luis City Code, Title III, Revenue and Finance, Chapter 3.05 Purchasing, Sections 3.05.010, In General, and 3.05.080 Professional Services to change the amounts and procedures for purchases; repealing any conflicting provisions; providing for severability; and declaring an emergency. **(Monica Castro, Director of Finance)**

A. Action on Reading of Ordinance No. 419.

(City Clerk to read the ordinance by title only)

B. Action on Ordinance No. 419.

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.

EXECUTIVE SESSION

Vote to hold Executive Session pursuant to A.R.S. § 38-431.03(A) subsections (1), (3), and (4) Discussion and possible action to hold an executive session pursuant to A.R.S. §§38-431.03(A)(1), (3) and (4) on any and all matters relating to the position and contract of the City Manager as delineated in the above-listed statutes and discussion and legal advice with the attorney or attorneys of the city regarding same. **(Council Member Luis Cabrera, Council Member Jose Ponce and Vice Mayor Africa Luna-Carrasco)**

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

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

11. A. Discussion and possible action on any and all matters regarding the position and contract of the City Manager. **(Council Member Luis Cabrera, Council Member Jose Ponce, and Vice Mayor Africa Luna-Carrasco)**

12. **EXECUTIVE SESSION**

Vote to hold Executive Session pursuant to A.R.S. § 38-431.03(A) subsections (1), (3), and (4) Discussion and possible action to hold an executive session pursuant to A.R.S. §38-431.03(A) subsections (1), (3) and (4) on any and all matters relating to the position of City Manager and the recruitment, employment, assignment, appointment, and salaries of the position, including the possible appointment of Interim City Manager, and consultation with the attorney or attorneys of the City regarding same. **(Council Member Luis Cabrera, Council Member Jose Ponce, and Vice Mayor Africa Luna-Carrasco)**

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

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

14. A. Discussion and possible action regarding any and all matters relating to the position of City Manager and the recruitment, employment, assignment, appointment, and/or salaries of the position, including possible action appointing an Interim City Manager. **(Council Member Luis Cabrera, Council Member Jose Ponce, and Vice Mayor Africa Luna-Carrasco)**

15. **ADJOURNMENT**



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

4. A.

Meeting Date: 07/28/2021

Summary

Introduction of the City of San Luis new hires for the 1st Quarter from January through March 2021.
(Rosalva Leon, Human Resources Coordinator)

Attachments

New Hires List Jan-March 2021

Employee New Hire Report

Hire Date Range 01/01/21 - 03/31/21

Employee	Date of Hire	Primary Department	Position
1096 CRUZ, CATIA ANDREA	01/04/2021	Recreation	RECREATION INTERN
1119 SLADE, THOMAS RICHARD	01/04/2021	Police Department	PROPERTY AND EVIDENCE TECHNICIAN
1095 GARCIA RENTERIA, JESUS P	01/27/2021	PARKS GROUNDS	MAINTENANCE TECHNICIAN
1098 DUARTE MERAZ, ORIANA S	02/02/2021	Finance	ACCOUNTING SPECIALIST
1097 OCHOA, MARIA GUADALUPE	02/16/2021	Human Resources	HUMAN RESOURCES COORDINATOR
1099 ORNELAS RODRIGUEZ, ARIANNA	03/08/2021	Fire Department	FIRE FIGHTER
2000 MONTOYA PULIDO, CLAUDIA I	03/15/2021	City Prosecutor	LEGAL SECRETARY
2001 VILLEGAS, FERNANDO	03/15/2021	Development Services	PRINCIPAL PLANNER



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5. A.

Meeting Date: 07/28/2021

Summary

MINUTES OF

- Work Session held July 7, 2021
 - Regular Council meeting held July 14, 2021
-

Attachments

7/7/2021 WS

7/14/2021 RCM

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

1. CALL TO ORDER/ROLL CALL

Mayor Gerardo Sanchez called the Work Session to order at approximately 6:32 p.m.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Africa Luna-Carrasco (remotely)
Council Member Mario Buchanan Jr.
Council Member Luis Cabrera
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
Axel Chayra, IT Technician
Derek Dueñas, IT Manager
Doming Sosa, Graphics and Media Specialist
Eulogio Vera, Director of Public Works
Jenny Torres, Economic Development Manager
Jose L. Cisneros, Executive Assistant
Lizandro Galaviz, Director of Parks and Recreation
Marlene Lara, Assistant to the Mayor and Council/PIO
Richard Jessup, Chief of Police
Guadalupe Bustamante, Administration Intern
David Nuñez, Administration Intern
Justin Pierce, Pierce Coleman Law Firm
Cesar Neyoy, Bajo El Sol

2. ITEMS FOR DISCUSSION ONLY:

2. A. Presentation: Refresher on the Do's and Don't's for Arizona Council-Manager Government. (Justin Pierce, Pierce Coleman Law Firm)

Mr. Justin Pierce, Pierce Coleman Law Firm, "Mayor and Council, I'm excited to be here, it's been a while, I think, pre-pandemic. To see you guys and meet with you is good that we are able to get back together; I'm glad to see that you are doing good Mayor, I have not seen you in a while, we talked on the phone, and you did not sound so well.

Mayor Gerardo Sanchez, "exactly, different times."

Mr. Pierce, "We got a PowerPoint up on the screen there, it's very short, don't worry this will not be a five (5) hour PowerPoint tonight, but I figured, we are going to kill two (2) birds with one stone, I was asked to come and do a refresher because it is just easy to forget some of these things, this, this governance especially because of the COVID pandemic, a lot of folks missed the new council training that the league does and those that did not miss it, it was online, it was virtual, maybe a little bit harder to follow than in years past, um, so I was asked if I would be available to come tonight and as a turnout, I was already coming to Yuma anyway, so I said absolutely, I would be happy to come and spend a few minutes with you on this topic. And the topic really that I'm going to focus on and I am happy to answer some other questions if you have them, as it relates to efficient and effective government, um, but these are some slides that I have actual used in other council presentations as well as slides that have been used in the league presentation to council members as it pertains to particularly to the form of government. So as you know, in Arizona primarily most councils are governed, or most cities are governed in a council-manager form of government, and what that is, it is based on the private sector model of a CEO and board of directors, think Walmart, think Target, think any other massive corporation has a board of directors, but that board of directors isn't going store to store and telling managers, or telling the clerk at the counter how to do their job. The board of directors sets the policy for the entire company. And then there is a CEO who manages the administrative affairs of everything associated with that entity, and that is how the council-manager form of government works; you are familiar probably with places where they have strong-mayor forms of government, that is like Chicago, you heard of how the mayor runs that city, that is not how we do things primarily out west, and uh, even at east, a lot of government have gotten away from this, because it tends to breed political decision making in operating the affairs of the organization, which is never good, you would not want to be the case in your company, and so certainly as an administrative organization you don't want that in your municipality, so a council-manager form of government, means that the city manager is appointed by the mayor and the council and they direct the administrative affairs of the city or town. If the council, the board of directors is unhappy with the way the administrative affairs of the organization is working, your opportunity to correct that is through your manager, you work through your manager, city manager serves at your pleasure, you don't even have to really, have cause as it pertains to a city manager, city manager could walk in with a red shirt today, and go you know what we don't like red shirts, as a board as a council you could say, you know what we are getting rid of you today because you wore a red shirt, that would be a really stupid thing to do, but you are allowed to that under that under the law, it serves at your pleasure.

The city manager obviously will have an employment contract, contract that is going to govern that because, because he can be fired for wearing a red shirt to work, most city managers have some sort of at least protection in their financial affairs through a separation package, severance package of some sort, but nothing keeps you from terminating him at your pleasure. The manager is the one who oversees all of the municipal operations; now, a council member can make inquiries of staff, what is an inquiry? Well, let's talk first about the code provision that specifically says that you are not to take part, in any manner take part in the appointment of a removal of any officers and employees in the administrative services of the city; except for the purposes of the inquiry. So you also have a resolution that was adopted many years ago, probably 15 years ago or so, uh, I put the language up there for you in this resolution, this is specific to the language of the resolution, by ordinance, the city manager is in charge of the day-to-day operations of the city and the role of the city council is that of making policy and giving policy direction to the manager. Acting as a body you can give directions to the city manager, department heads must report contacts from council, and the reason for that is if it's interfering with their ability to do their jobs, and some might say, how hard can it be if I'm simply asking for some things, that is going to get us to the inquiry, what is an inquiry, what is okay for a council member to do. Rule of thumb, to me, when in doubt ask the manager, use your manager for everything that you need, if you need something from anybody, ask your manager to get it for you, that is your primary point of contact, but say for example you, it is budget season, and you, there was a document that you knew, um, maybe there was a contract for a certain amount of services, to a certain contractor, and you are trying to remember if this is something that you will need to do for the next year, so you contact your Finance Director, "hey can you get me a copy of that contract?" That will be proper inquiry, that is fine, that is not requiring the Finance Director to go and do a whole bunch of stuff, now you want be careful of giving a bunch of tasks, because now is looking more like you are directing the operations the difference between something like that or even again with the Public Works Director, "hey, um I got constituents asking about this particular street when we are going to be filling the um, potholes because there has been a lot of potholes or something, is that on the horizon, oh yeah we are going to be doing that in six (6) months we got it on the schedule", cool that is an inquiry, that's proper, totally fine, what is not proper is "hey Public Works Director, would you please put together a spreadsheet for me, of all of the projects that we are going to be doing over the next six (6) months, uh what the cost of those projects are, etc" and so forth on, now you are actually directing the work of somebody and asking them to do something, put something together for you, so it is no longer an inquiry that is more of a direction in terms of how they are doing their job and what they are getting to you, it is a fine line but to me that is why I say, if you have any doubt, if there are any questions, is this a simple inquiry or am I really directing somebody in their work, just go to the manager, you will always be safe by doing that. Why is this important? It's important for several reasons, and I have put up here, uh, primarily what they are; obviously, you see a violation of city or town code, your city code requires that you do this, so obviously you want to abide by your city code.

It's confusing; it confuses staff, I have seen this in other municipalities; by the way where where, staff members did not know what to do, they would go to their manager and say, how do I, I don't want because you know what, you are an elected, they don't want to tell you no, they don't want to tell you, hey I am not supposed to be doing this, so there will always going to be a differential to you, but it confuses them, because now what are they supposed to do, should they go to their manager and, and do you will never be able to take that off, as a member of this council, it confuses the staff as to what they can do. My personal favorite is number one up there, that is because I have litigated that so many times and we have, I think we have had these discussions before even with some of you, offline in other contexts. Legislative immunity is your personal immunity, you don't want because you're serving in a government office and you are sacrificing your time, talents, and abilities for your community; you know is in it great that you can do that and then turn around and have somebody sue you personally and put your personal assets at risk. We don't want that to happen, it's not, it's not right that you will be serving your community and be subject to that, so the great thing is you get this legislative immunity. Nobody can question you about your motives for your voting, why you're doing what you're doing, they can question it, but they can't sue you for it, because you have legislative immunity, but that's only if you maintain your job, as a legislator, policy maker and not as an administrator, you get down into the weeds, you start working on directing the affairs of the administrative affairs of the city, not all of a sudden when somebody has an employment dispute and trust me it happens, I have been doing this for nearly 20 years, it happens and you will be drag into a lawsuit and somebody made and sue you; somebody who you though was your friend by the way who wooh I tought I was helping out a friend in their employment and all of a sudden you find yourself as a defendant in a lawsuit subject to personal assets now you go to apply for a refinance for your home and one of the questions you are going to have to answer is, are you a defendant in a lawsuit? You're going to have to answer yes, and it's going to affect your ability to refinance your home, it's going to affect your ability to go get a car loan, it's going to affect your ability to do a lot of things personally. How you avoid that is you don't get into the administrative affairs of the city, if you have a question or concern about anything going on in the city, the city manager is your point of contact. And what questions you have Mr. Mayor?"

Mayor Gerardo Sanchez, "A good question, I know that one of the things that stuck to me when, last time we spoke actually a couple of times before, uh, when you were down for the, the benefits, uh, regarding police officers and stuff like that, in one of the comments we have, a discussion we had is that, uh, you mentioned that, uh, mayors were being sued, and also council members were being sued, and I believe there is a rise in cases that the Attorney General is getting involved and, and how do you see that, where do you see that, I know you are involved in those and that's my biggest concern."

Mr. Pierce, "Yeah, Mr. Mayor, Members of Council, two (2) areas that where I am seeing that and one that I remember us talking about specifically in the context of the PSPRS, because I mean, you sit on that board, uh, was a case that I defended that involved a mayor of a municipality who, it was brought to the mayor's attention that a city employee had gone to another council member, on his employment and the mayor met with the manager and said let's bring this employee in and let's let him know his, he can't do that, he can't go to a council member for a problem in his employment, he needs to go to you, tha is all the mayor did, sat in the meeting for three (3) minutes with this employee, the manager and said, "hey, just so you know don't go to council members with your employment disputes, go to the manager, okay, okay, great, see you later and left, the mayor was the defendant in the lawsuit when that guy brought a wrongful termination, hostile environment claim, named the mayor, said the mayor was intimidating him in um, and it was, we got the mayor dismissed out of the cased but not until summary judgement, until after the mayor was deposed and everyting associated with it. How simple would that have been for the mayor simply to say to the manager, hey, that employee shouldn't be going to a council member, please take care of that, yeah, that's it and then the manager takes care of it, and that's it; second area mayor, is um, I am seeing an uptick in the Attorney General and the Attorney General's position on open meeting law, we just received a letter or saw a letter that the Attorney General's Office sent to another municipality, this wasn't you guys, sent to another municipality and said, "hey, we think that your agenda violatse the open meeting law because that item says that your are going to consider, blah, blah, blah, you needed it to say consider and potentially act upon, the public needs to know that you might potentially act upon this item", which we responded thinking good grief, it says consider I mean isn't that mean you might consider doing something, so they're taking a fairly technical view of the Open Meeting Law, which means, I think that as council members you have to be particularly mindful of the types of things that the Attorney General's Office looks for in these open meeting issues, one of those is that the, what we call the spoken wheel, you know the wheel has a spoke and it goes you've got one member of council, hey one member of council is not a quorum right?, but if that starts spoking out into the others, it's also call the splint...splintering the quorum, where we see that most often is in electronic communications, because we're just in a different world, than we were 20 years ago, right, when an Open Meeting Law wouldn't have cotenplated these things; but now whe have texts, we got Facebooks posts and things that the Attorney General's Office could say, hey wait a minute, we got a council member posting something, we got another council member commenting, we got another comment, we got another one clicking like, that's three (3), so you have to be really careful with engaging among a quorum so four(4) of you, even if it is in communications that you might think is one on one, but now you have a council member maybe that is forwarding your, that message to somebody else, now it is going to be posted here, so electronic communication and social media and things is definitely complicating, um, where the lines of the open meeting law start and end, so I would say be very cautious about that, the penalties associated with that can be, can be fairly substantial civil penalties to the point that the AG's Office can actually seek removal of, of members of a body.

I have not seen that yet, but I have seen it get close in a couple of places, so I would be particularly mindful of that.

Council Member Matias Rosales, "When social media came out that was one of the big issues, what they were going to do in regards to that policy, so, for example, 4th of July, this past weekend, the city posted a post we all liked it, is that going to, is that where, where do you draw the line, then just because we like a post that staff posted of our event, you know."

Mr. Pierce, "Excellent question Council Member Rosales, the open meeting law is only implicated if it has to do with something that can come before the body as a potential item of action, so obviously liking an event of the city that is not something that is coming before you as a potential action item; liking a council member's post that we need to bolster our Police Department spending on equipment because we are behind the time, I'm just making something up, and now all of a sudden like, like, like, it is like you just violated the Open Meeting Law, so."

Council Member Matias Rosales, "Right, it is complicated because even on the 4th of July post, sometimes people could comment that we did not like the music band and just from there then, I mean that is why you have to be careful, and it is tricky".

Mr. Pierce, "It can ballon from there because somebody could say something like that, like "why does the city keep spending this money on whatever, this when we should be spending it over here," and now you feel you have to get defensive and you are like, hey, wait a minute no we evaluated this, and we did this, and now, uh, somebody else pipes in a says yeah, you're getting there."

Council Member Matias Rosales, "Yeah, the trigger."

Mr. Pierce, "I would destroy all social media if it was up to me, but just do not click send."

Mayor Gerardo Sanchez, "I have another question for you, let's say for example scenario, an example an employee feels threaten by a council member or the mayor, and he decides to quit would that employee have a case against that particular entity, for example, the mayor was calling in constantly asking what are you doing, what's up, and that and that employee decides to say no more."

Mr. Pierce, "It can, it can, um, as you know you guys have a really good employment lawyers so, not but in all seriousness, um, the reason it can is, it is not against the law for, uh, for an employer, lets put aside mayor or anybody for an employer to be a jerk to an employee, so if an employee feels like man, I am getting constantly berated, as long as it is not based on some protected category of you know like religion, age, disability, uh complaint status, staff like that whistleblowing, those sorts of things, then there is no cause of action whether is the mayor, council member, manager, anybody."

However, I have always said, I never like presenting an equal opportunity jerk defense; in other words, I do not like saying, "well yeah, Mayor Sanchez was a jerk to him, but he is a jerk to everybody, so he is not singling this guy out," that nobody likes that, it is just event that is legal, nobody likes that, so I have uh, I have had cases and in fact, the EEOC once required another municipality to have me come out and do a training to their council about EEO laws, as it pertaining to conduct with city staff because city staff is protected from not just their own employer's actions, but they are protected from third party harassment, again it has to be actual legal harassment, but in that case, for example, it was a sexual harassment situation, where it was alleged that, that a council member had been sexually harassing a member of the staff and the city was like, hey sorry nothing we can do about it, it is a council member we cannot take employment action. That is true, the city cannot fire one of you for engaging in sexual harassment, the way, the way we could fire another employee for engaging in it, but we also cannot turn a blind eye to it because we can still be held liable for it".

Mayor Gerardo Sanchez, "I am thinking of scenarios because it is very important."

Mr. Pierce, "Don't worry, mayor, this is not speak now or forever hold your peace; I am still planning to come down at some point; I like you guys."

Mayor Gerardo Sanchez, "I appreciate of all you do for us, I really do and thank you for being so accessible; I know you have cases, you have a lot of things, and we really appreciate your hard work and your firm. I know Tadeo and council members appreciate your hard work and thank you for coming down, it is a refresher, um, I thought it was a good idea when it was brought up because, uh, with the whole pandemic thing, everyone, everyone wenyot electronic and I do not want to see the city involved in any litigation regarding those particular topics, and it is very important. We need to be transparent, we need to be clear, and there are certain guidelines, I remember when I first became a council member, I was told that I have, what is it, partial immunity, and I am like, what do you mean partial immunity, uh, no you are responsible for your own actions, your job is to policy, create that policy not individual, uh, departments and I have always kept it that way and it is very important, and uh, it is crucial that we all understand our position and that this partial immunity is partial immunity, you are liable; just because you hear, doesn't make you immune to the laws, no one is above the law, and the thing is that worries me sometimes".

Mr. Pierce, "Well that is why, I tell you, I put legislative immunity up there because you are absolutely immune if you stay up here and you simply focus on the policy, you are deciding what policy for the city to implement and you can be immune for that decision because that is why you are here, when you get outside of that, your immunity starts to fade away and mayor it's hard I understand; my background, well many of you know I actually grew up in Yuma so I am kind of a local, um, I know the difficulties that, that can present in smaller municipalities, not a small, smaller.

Phoenix council members are not getting, uh, approached about an employee in Public Works, it is just not happening, that is not what happens in a place like Phoenix or Mesa or Chandler or you know pick your big municipality, but when you are in a place where, I mean everybody know everybody, I understand is much more difficult that what it really is, so is really incumbent, and that is why I have always told you guys too and look this is an open meeting, blame this guy say hey man, the employment lawyer has told us that we got to stay out of, of the employment matters and those things in order to protect the city. This is to protect them too, their taxpayer money because they are paying the bills in the city, so you are doing it for their benefit, you are doing it for the city's benefit, and you are doing it for your own personal benefit because you do not want to be, uh, brought into litigation down the road either, so as hard as it is blame, blame me, and it is true, I know each one of you want to be responsive to your constituents and, and the concerns that each one of them had, and you should be, but some things they need to understand you can't legally cross certain lines because it put everybody at risk.

Mayor Gerardo Sanchez, "Any questions from council?"

Council Member Matias Rosales, "No, just I appreciate you coming down here, uh, I said it is great information to get a refresher for all of us and then seeing you again in person, um, is a great thing to do, thank you for doing a great job."

Mayor Gerardo Sanchez, "very good, thank you."

Council Member Jose Ponce, "Excuse me, uh, thank you, it is a pleasure to meet you in person, uh, I am Jose Ponce, uh, I am obviously in council in the past from like year 2004 and now since then I have seen so many changes, that uh, I mean when I came back this time it took me by surprise, and sometimes I argue with the mayor and Tadeo about, uh, one of them is about not being on a, uh, hiring board in the past in order to hire a department head or any employee, uh, we need to have three (3) council members, now we are not allowed to be in the hiring board, there is one room, uh, not, I cannot even, I cannot even um, ask, uh for the list sometimes for the list of the uh, who is applying for the job, no I mean that took me by surprise and uh, like that sometimes I am with the mayor, but they explained to me you know".

Mr. Pierce, "Yeah, Council Member Ponce and Mr. Mayor, it is, uh, yeah in a lot of ways things have changed even in the, you know in the last 20 years it sounds like you were in council when for 20 years, time flies uh, and we learn from experiences of, it is how lawyers do these things, and we end up with cases and we go wow, we better change the way we do this and we better change the way we do this to avoid these problems going down the road in the future, and certainly, I now am to the extent there used to be hiring boards with a members of council, that is non-existent anymore, because of all these reasons we have just explained, is that it puts too much risk on you individually and it puts too much risk on the municipality."

Mayor Gerardo Sanchez, "Have a good evening, thank you for coming down; I know you will be here for a couple of days, and uh, thank you."

2. B. Presentation by the Yuma County Chamber of Commerce and services offered to Yuma County businesses. (Kimberly Kahl, Executive Director).

Ms. Kimberly Kahl, Executive Director for the Yuma County Chamber of Commerce, mentioned that the business resource center was opened in San Luis, Arizona, but not much was done because of COVID-19. She informed that currently, there is a person assigned to the San Luis office, this person will be in the office every Thursday, and she'll be in two (2) days a week. Ms. Kahl mentioned that recently a regional task force had been created that will meet with other municipalities to find out the needs of the local businesses. She added that one other thing that will be done is that events will be rotated among the different venues in Yuma County. She mentioned that it has also been discussed to have a town hall meeting with the various businesses to hear from them to see their needs. She commented that the Yuma County Chamber of Commerce has a great relationship with state elected officials and would like to keep open communication with local officials.

Mayor Gerardo Sanchez thanked Ms. Kahl for the presentation and for representing Yuma County as a whole. He added that it is crucial to promote local businesses.

Council Member Matias Rosales thanked Ms. Kahl and suggested creating and distributing flyers with the Yuma County Chamber of Commerce's services throughout Yuma County.

2. C. Discussion and possible directions to staff on any and all matters regarding the City of San Luis Tourism Letters. (Tadeo A. De La Hoya, City Administrator)

Mr. Tadeo A. De La Hoya, City Manager, presented Mayor and City Council a design of the proposed tourism letters' proposed locations. He informed that Ramon Leon Jr., Community Manager for Ayuntamiento de San Luis Rio Colorado, Sonora, Mexico, created the design.

Mayor Gerardo Sanchez asked Council Members for their input as to which proposed design they like.

Council Member Matias Rosales suggested staff send a form to each council member so that votes can be tallied and decide which design is chosen.

Mayor Gerardo Sanchez stated that staff would have to find a location as option number 3 is the most voted on.

Mr. De La Hoya mentioned that he presented proposed designs and locations and that Mayor and Council will have the final say of this project.

Council Member Rosales suggested placing the letter by the proposed Veteran's Park, as the proposed locations have high traffic. However, this could be a liability to the city, as people would want to take pictures on the letters.

Mr. Lizandro Galaviz, Director of Parks & Recreation, stated that the signage would have to be located where traffic is not blocked. He mentioned that the roundabout might not be the best location.

Vice-Mayor Africa Luna-Carrasco asked if there will be room at the proposed Veteran's Park, now that a tank will be installed.

Mr. Galaviz replied that it would all depend on the size and how much space will be used, then staff will be able to find a suitable location where it does not block traffic and view. He mentioned that the only concern in the roundabout would be pedestrians. He stated that in other cities, these signs are located in high-traffic pedestrian areas.

Mayor Sanchez asked what would be the cost for this sign.

Mr. De La Hoya replied that the sign would have an estimated cost between \$12,000 and \$15,000, depending on the size and material.

Mayor Sanchez stated that option number 3 is a great design, but staff will have to find a location.

2. D. Discussion and possible directions to staff on any and all matters regarding Resolution No. 2188. A resolution of the Mayor and City Council of the City of San Luis, Arizona amending section HR-4-03(A) of the City of San Luis personnel policies relating to holidays, amending the title of the COVID-19 remembrance day on the last Monday in October to Miguel Gonzalez Remembrance Day. (Mayor Gerardo Sanchez and Vice Mayor Africa Luna-Carrasco)

Ms. Kay Marion Macuil, City Attorney, informed that a COVID-19 remembrance day was passed to be the last Monday in October at Mayor Sanchez's request. Then Vice-Mayor Africa Luna-Carrasco proposed to rename the day to the remembrance of Miguel Gonzalez. She stated that the proposed resolution is on the agenda for review and asked the Mayor and Council if they would like to add anything more.

Mayor Gerardo Sanchez commented that Mr. Gonzalez always cared for his employees and was not afraid to be outspoken. He directed staff to proceed with this item as agreed by all members of the city council.

2. E. Discussion and possible directions to staff on any and all matters regarding the safety signs and striping of roads for East side San Luis. (Council Member Matias Rosales and Eulogio Vera, Director of Public Works)

Council Member Matias Rosales stated that this item has been reviewed and would like to know if there is anything pending so that staff can start striping Avenue F, which has high traffic. He added that he has noticed that people are not aware of where the center of the street is. Also, Avenue E from Cesar Chavez Boulevard and County 24th Street is so wide that vehicles drive on the wrong way of the road.

Mr. Eulogio Vera, Director of Public Works, informed that staff is currently working on a striping plan for Avenue F; he mentioned that striping is also needed for County 24th Street between Avenue E and Avenue F. He commented that staff would work on a temporary striping and centerline for those avenues. He stated that staff could start the striping within the next couple of weeks since there is already a plan layout.

Furthermore, he added that the bike lanes were incorporated into the striping; Mr. Jose A. Guzman, Director of Planning & Zoning, is working with a consultant on that concept to add bike lanes on the city's east side.

Council Member Rosales asked about the striping of 6th Avenue.

Mr. Vera replied that 6th Avenue striping is to start within the next week; staff has been waiting on the bike lane layouts; staff will begin without the bike lane layouts; once they are done, they will be incorporated. He added that another concept is to add the pathway on the east side of 6th Avenue, as there is room where the multi-use pathway can be added.

2. F. Discussion and possible directions to staff on any and all matters regarding signage, barricades and local business access on Archibald and Main Streets during traffic peak hours. (Council Member Matias Rosales; Eulogio Vera, Director of Public Works; and Richard Jessup, Chief of Police)

Council Member Matias Rosales asked if volunteers are directing traffic during peak hours.

Mr. Richard Jessup, Chief of Police, replied that Transit Enforcement Officers are the ones that direct traffic, but since currently, they are short staff, Animal Control Officers are giving a hand on this task. He mentioned that one of the problems is people getting off the private business; staff have suggested eliminating traffic cones and replacing them with barricades. He added that another idea is to place swing gates in some private drives sidewalks, as people will not run over them like they do with traffic cones.

Council Member Rosales mentioned that Chief Jessup's idea to replace the traffic cones with barricades is a good idea, as people will not run over them, the barricades will be harder to move.

Chief Jessup replied that staff would look for a cost estimate as to how much barricades will cost to replace all traffic cones

Mayor Gerardo Sanchez asked if officers are enforcing those who decide to move the cones, as he has seen people ignore officers. He mentioned that office should be citing those violators.

Chief Jessup replied that he would be working on a plan to have officers on-call to do the enforcement. He added that more motor officers would be recruited in January, which will make it easier to go through traffic.

Council Member Rosales suggested putting up signs stating that only local traffic is allowed; this will ease the traffic in that area and help officers control traffic.

Chief Jessup mentioned that the Police Department also has unmarked vehicles that can also be utilized.

Mr. Eulogio Vera, Director of Public Works, mentioned that he has a layout for Archibald Street and has a purchase order to purchase concrete barriers on the third lane going into Mexico from D Street to Urtuzuastegui Street. He asked Mayor and Council if they would like to see a permanent fix in that area. He suggested doing this in sections so that people get used to it.

Council Member Mario Buchanan Jr. mentioned that the other problem is people trying to cross Archibald Street towards San Luis Plaza Drive. People in line to cross into Mexico do not respect the lights.

Mayor Gerardo Sanchez asked Mr. Jessup to proceed with this item as agreed by members of the City Council.

3. ADJOURNMENT

MOTION: Council Member Mario Buchanan Jr./Council Member Jose Ponce to adjourn the Work Session at approximately 7:54 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Africa Luna-Carrasco	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis 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 July 7, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk

MINUTES
Regular Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
July 14, 2021
7:00 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:01 p.m.

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

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

ABSENT: Council Member Luis Cabrera

OTHERS PRESENT: Tadeo A. De La Hoya, City Administrator
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Angelica Roldan, Assistant Director of Parks & Recreation
Aracely De La Hoya, Senior Services Manager
Axel Chaira, I.T. Department
Eulogio Vera, Director of Public Works
Jose Luis Cisneros, Executive Assistant
Marco Santana, Police Lieutenant
Marlene Lara, Assistant to the Mayor and City Council/PIO
Rosalba Leon, Human Resources Coordinator
Christian Cuevas, Translator
Esteban Rosales, Resident
Maria Robles, Resident
Rosa Gonzalez, Resident

2. PLEDGE OF ALLEGIANCE

Vice Mayor Africa Luna-Carrasco led the Pledge of Allegiance.

3. INVOCATION

Mr. Tadeo De La Hoya, City Administrator, led the invocation.

4. CONSENT AGENDA

4. A. MINUTES OF

- **Work Session held June 2, 2021**
- **Regular Council meeting held June 9, 2021**
- **Regular Council meeting held June 23, 2021**

4. B. DISBURSEMENTS FROM JUNE 15, 2021 TO JUNE 28, 2021

Total Disbursements \$992,577.36

(Nine Hundred Ninety-Two Thousand, Five Hundred, Seventy-Seven Dollars and Thirty-Six Cents)

MOTION: Council Member Gloria Torres/Council Member Jose Ponce to approve the Consent Agenda as presented. Motion passed unanimously.

The vote was as follows:

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

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

5. A. Discussion and possible action on any and all matters regarding the purchase of a new 2022 Peterbilt Solid Waste Truck with Scorpion body (side-loader) for the Public Works Department's Solid Waste Division. (James R. Einwaechter, Assistant Director of Public Works).

Mr. Eulogio Vera, Director of Public Works, indicated that this purchase would be their third new truck in their fleet, the others were retrofitted. During the budget retreat process, it was quoted at \$312,000.00, now it has increased \$18,000.00 more due to the cost of steel. He also added that due to COVID-19 it is taking 330 days for delivery. Currently there are four (4) routes and have one (1) spare and this new truck will increase the reliability of fleet for the routes. Staff expects to see a fifth route within the next couple year because of the city's growth. This purchase will be financed to a five (5) year loan.

MOTION: Council Member Matias Rosales/Council Member Mario Buchanan Jr. to approve the purchase of a new solid waste truck with Scorpion Body in the amount of \$330,587.60 from Rush Truck Centers, approve the loan and transfer of \$18,056.74 shown on the fiscal impact statement and to waive formal purchasing procedures as allowed under City Code Section 3.05.010(H) for the reasons presented. Motion passed unanimously.

The vote was as follows:

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

5. B. Discussion and possible action on any and all matters regarding Resolution No. 2188. A resolution of the Mayor and City Council of the City of San Luis, Arizona amending section HR-4-03(A) of the City of San Luis Personnel Policies relating to holidays, adding Miguel Gonzalez Day in memory of our esteemed colleague lost due to the COVID-19 pandemic and in commemoration of the perseverance of the essential workers and first responders in continuing the services to the City of San Luis throughout the difficulties presented by the public health emergency. (Mayor Gerardo Sanchez and Vice Mayor Africa Luna-Carrasco)

Ms. Kay Macuil, City Attorney, explained that this resolution was previously passed as a commemoration of the COVID-19 pandemic. She added that Vice Mayor Africa Luna-Carrasco said it would be nice to commemorate Mr. Miguel Gonzalez, so it is now renamed to Miguel Gonzalez Day. Ms. Macuil gave a brief biography of Mr. Gonzalez.

Mayor Gerardo Sanchez indicated that the City of San Luis will commemorate this day as Miguel Gonzalez and will be part of the city's history.

Mrs. Gonzalez thanked the Mayor and City Council for this gesture and shared a story of Mr. Miguel Gonzalez and his favorite well-site pump.

MOTION: Council Member Gloria Torres/Vice Mayor Africa Luna-Carrasco to approve Resolution No. 2188. Motion passed unanimously.

The vote was as follows:

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

Mayor Gerardo Sanchez presented Mrs. Rosa Gonzalez with an official copy of Resolution No. 2188.

6. SUMMARY OF CURRENT EVENTS

Mayor Gerardo Sanchez reported that this afternoon the Congressional Delegation voted unanimously to support the \$147 million that are destined for the Port of Entry. If this occurs, there should be a functional Port of Entry in two (2) to three (3) years. The City of San Luis will not stop until it is guaranteed. On a separate note, he added that he met today with the city's interns from Arizona State University. It feels good to have this internship program to assist these students in gaining experience. He hopes that this program continues for years to come and is very impressed with the quality of the community's students taking advantage of it for future jobs. He also thanked the Parks & Recreation Department and those involved for the 4th of July festivities which was organized in three (3) weeks.

Council Member Matias Rosales thanked Economic Development and Public Works for their hard work in organizing the packet for the application of a grant for the Cesar Chavez Boulevard expansion project.

Vice Mayor Africa Luna-Carrasco reported she attended the Library Board meeting and they applied for a grant for hotspots and the San Luis Branch will partake if granted. She added that they were approached by Yuma Police Department to have a substation at the Main Library and are looking into the possibility of achieving this. This is something that could probably occur with the City of San Luis Police Department in the east side of San Luis in the future as it is growing rapidly. She mentioned that she has participated at the Congressional meetings and both Mayor Gerardo Sanchez and Council Member Matias Rosales have done a great job in taking the lead for the Port of Entry project.

Council Member Gloria Torres reported that two (2) weeks ago, she attended the Western Arizona Council of Governments (WACOG) Board meeting and they approved CDBG funds for \$626,000.00 for San Luis and believes it will be used for streets.

Council Member Jose Ponce reported he has been participating in community meetings and seminars with Campesinos Sin Fronteras.

7. CALL TO THE PUBLIC

Ms. Beatriz Arroyo, resident, stated that the Mayor spoke about jobs for the youth, and asked what about people her age who can only find a job in the fields. Due to the COVID-19 pandemic it was difficult to find a job even in the fields because they did not want any female employee. She became unemployed and has applied at local stores in San Luis as she does not have a reliable means of transportation to Yuma. She added that it is sad to see that local stores only hire people from San Luis Rio Colorado, Sonora and asked why they do not give the opportunity to local residents. She stated that some do not get hire because they are females, aged and do not speak English. She believes this is something the Mayor and City Council should take into account.

Mayor Gerardo Sanchez said the city will check into what can get be done, however legally they are entitle to hire whom they wish, unless they receive an incentive then that is when they are required that they have to hire locally.

Ms. Sharon Arroyo, resident, stated that her concern is the long lines to cross, she added that it is difficult for her to get to her house and that the traffic police officers are a mess as they do not know what to do; the 18-wheelers are stuck there. She does not know what the city is doing about this. The roundabouts on Main Street are not working out as they are closed.

8. ADJOURNMENT

MOTION: Council Member Matias Rosales/Council Member Jose Ponce to adjourn the Regular Council meeting at approximately 7:43 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Africa Luna-Carrasco	Aye
Council Member Mario Buchanan Jr.	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 Regular City Council meeting of the City Council of the City of San Luis, Arizona, held on July 14, 2021. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5. B.

Meeting Date: 07/28/2021

Summary

DISBURSEMENTS FROM JUNE 29, 2021 TO JULY 20, 2021

Total Disbursements \$1,580,087.30

(One Million, Five Hundred Eighty Thousand, Eighty-Seven Dollars and Thirty Cents)

Attachments

Disbursements



City of San Luis

Finance Department

COUNCIL MEETING JUL 28, 2021
Disbursement Report from 06/29/2021 TO 07/20/2021

<u>Bank Accounts</u>	<u>Check Date</u>	<u>Amount</u>	<u>Schedule</u>
Accounts Payable Check Account	7/01/2021	\$ 231,848.95	Schedule A
Payroll Check Account	7/08/2021	\$ 350,345.75	Schedule B
Payroll Check Account	7/08/2021	\$ 4,790.28	Schedule C
Accounts Payable Check Account	7/08/2021	\$ 369,039.77	Schedule D
Accounts Payable Check Account	7/15/2021	\$ 624,062.55	Schedule E

Total Disbursements: \$ 1,580,087.30

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

Prepared by David A. Espitia:

David Espitia

Verified by Director of Finance:

Monica Castro

For Council approval on: _____

Mayor: _____

Council: _____

RECEIVED

2021 JUL 20 A 10:40

CITY OF SAN LUIS
OFFICE OF THE CITY CLERK

Payment Register

From Payment Date: 6/28/2021 - To Payment Date: 7/1/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BPAYABLE - 1st BY Accounts Payable									
Check									
98735	07/01/2021	Open			Accounts Payable	YUMA WINNELSON CO.	\$243.93		
98736	07/01/2021	Open			Accounts Payable	PENN NEON SIGN CO., INC.	\$4,715.93		
98737	07/01/2021	Open			Accounts Payable	AMBERLY'S PLACE	\$3,500.00		
98738	07/01/2021	Open			Accounts Payable	FRESH TERRA SERVICES LLC	\$1,100.00		
98739	07/01/2021	Open			Accounts Payable	DIAMONDBACK POLICE SUPPLY CO, INC.	\$293.00		
98740	07/01/2021	Open			Accounts Payable	MAGU ENTERPRISE	\$720.00		
98741	07/01/2021	Open			Accounts Payable	CARLOS, KEVIN	\$429.90		
98742	07/01/2021	Open			Accounts Payable	ACOSTA, JESSICA	\$1.33		
98743	07/01/2021	Open			Accounts Payable	ACOSTA, JOSHUA	\$0.89		
98744	07/01/2021	Open			Accounts Payable	AGUAYO, JULIAN	\$9.79		
98745	07/01/2021	Open			Accounts Payable	AGUILAR, SILVIA	\$9.79		
98746	07/01/2021	Open			Accounts Payable	AVILA, ALONSO	\$0.44		
98747	07/01/2021	Open			Accounts Payable	BLACK, GARY	\$9.79		
98748	07/01/2021	Open			Accounts Payable	CARDENAS, NORA	\$0.89		
98749	07/01/2021	Open			Accounts Payable	CHAVEZ, JOANNE	\$9.79		
98750	07/01/2021	Open			Accounts Payable	CORDOVA, STEPHANIE	\$9.79		
98751	07/01/2021	Open			Accounts Payable	CRUZ, LOUIE	\$3.56		
98752	07/01/2021	Open			Accounts Payable	DE LA HOYA, ARACELY	\$266.16		
98753	07/01/2021	Open			Accounts Payable	JIMENEZ, BRENDA	\$9.79		
98754	07/01/2021	Open			Accounts Payable	LARA, MONICA	\$1.33		
98755	07/01/2021	Open			Accounts Payable	LOPEZ, CLARYSSA	\$9.79		
98756	07/01/2021	Open			Accounts Payable	LOUDER, AMNUAY	\$9.79		
98757	07/01/2021	Open			Accounts Payable	MARTINEZ, SALVADOR	\$2.22		
98758	07/01/2021	Open			Accounts Payable	MATA, ADRIAN	\$9.79		
98759	07/01/2021	Open			Accounts Payable	MEDINA, ROBERTO	\$2.22		
98760	07/01/2021	Open			Accounts Payable	MURGUIA, LAURA	\$1.33		
98761	07/01/2021	Open			Accounts Payable	NAVARRO, SALVADOR	\$2.22		
98762	07/01/2021	Open			Accounts Payable	NEGRETE, ROGELIO	\$1.33		
98763	07/01/2021	Open			Accounts Payable	OCHOA, VIDAL	\$9.79		
98764	07/01/2021	Open			Accounts Payable	ORTEGA, PRISCILA	\$2.22		
98765	07/01/2021	Open			Accounts Payable	OSUNA, LUIS	\$0.89		
98766	07/01/2021	Open			Accounts Payable	PALACIOS, ALEJANDRO	\$0.89		
98767	07/01/2021	Open			Accounts Payable	PALOMARES, CLARISSA	\$3.11		
98768	07/01/2021	Open			Accounts Payable	PRECIADO, MICHAEL	\$9.79		
98769	07/01/2021	Open			Accounts Payable	PURCHASE POWER	\$720.99		
98770	07/01/2021	Open			Accounts Payable	RAMIREZ, ADILENE	\$0.35		
98771	07/01/2021	Open			Accounts Payable	RAMIREZ, AMBROSIO	\$0.35		
98772	07/01/2021	Open			Accounts Payable	RIVERA, MARIA	\$1.33		
98773	07/01/2021	Open			Accounts Payable	ROJAS, GERARDO	\$1.33		
98774	07/01/2021	Open			Accounts Payable	RUVALCABA, MARIA, JOSEFINA	\$65.04		
98775	07/01/2021	Open			Accounts Payable	SERRATO, YOLANDA	\$0.44		
98776	07/01/2021	Open			Accounts Payable	WRIGHT, LYLE	\$9.79		
98777	07/01/2021	Open			Accounts Payable	A & H ELECTRIC	\$3,705.00		
98778	07/01/2021	Open			Accounts Payable	AMAZON.COM SALES, INC.	\$1,399.28		
98779	07/01/2021	Open			Accounts Payable	AMERICAN PLANNING ASSOCIATION	\$5,000.00		

Payment Register

From Payment Date: 6/28/2021 - To Payment Date: 7/1/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
98780	07/01/2021	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO SALES	\$150.00		
98781	07/01/2021	Open			Accounts Payable	B&H PHOTO & ELECTRONICS CORP.	\$9,037.65		
98782	07/01/2021	Open			Accounts Payable	BARRAGAN, JOSE	\$295.00		
98783	07/01/2021	Open			Accounts Payable	BILL ALEXANDER FORD	\$25.04		
98784	07/01/2021	Open			Accounts Payable	BORDER CONSTRUCTION SPECIALTIES	\$2,444.38		
98785	07/01/2021	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	\$7,244.89		
98786	07/01/2021	Open			Accounts Payable	CENTURYLINK	\$1,338.07		
98787	07/01/2021	Open			Accounts Payable	COMITE DE BIENESTAR INC	\$112.25		
98788	07/01/2021	Open			Accounts Payable	CORE ENGINEERING GROUP, PLLC	\$2,260.00		
98789	07/01/2021	Open			Accounts Payable	CSC OF YUMA	\$563.73		
98790	07/01/2021	Open			Accounts Payable	CUEVAS, CHRISTIAN	\$100.00		
98791	07/01/2021	Open			Accounts Payable	D & H ELECTRIC INC.	\$725.00		
98792	07/01/2021	Open			Accounts Payable	DAVE BANG ASSOC. INC.	\$400.46		
98793	07/01/2021	Open			Accounts Payable	DEMANET BITE SUITS, LLC	\$1,640.00		
98794	07/01/2021	Open			Accounts Payable	DIGITAL ROOM LLC	\$691.24		
98795	07/01/2021	Open			Accounts Payable	ELIFEGUARD, INC.	\$624.65		
98796	07/01/2021	Open			Accounts Payable	EXCEPTIONAL WATER SYSTEMS, LLC	\$1,698.14		
98797	07/01/2021	Open			Accounts Payable	FACTOR SALES, INC.	\$26.57		
98798	07/01/2021	Open			Accounts Payable	FENCING BY S.K. L.L.C.	\$497.56		
98799	07/01/2021	Open			Accounts Payable	FERGUSON WATERWORKS	\$2,860.36		
98800	07/01/2021	Open			Accounts Payable	FERNANDEZ, ROBERT	\$108.00		
98801	07/01/2021	Open			Accounts Payable	GILA ELECTRONIC	\$1,471.00		
98802	07/01/2021	Open			Accounts Payable	HUMPHREY, JEREMY	\$295.00		
98803	07/01/2021	Open			Accounts Payable	JAMES COOKE & HOBSON INC.	\$32,983.47		
98804	07/01/2021	Open			Accounts Payable	JC WELDING, LLC	\$19,657.00		
98805	07/01/2021	Open			Accounts Payable	MACHADO, IVAN & AIXIA GUTIERREZ	\$1,000.00		
98806	07/01/2021	Open			Accounts Payable	MIDWAY CHEVROLET	\$27,371.89		
98807	07/01/2021	Open			Accounts Payable	MORRIS, JOHNNIE	\$295.00		
98808	07/01/2021	Open			Accounts Payable	MYRON CORP	\$302.64		
98809	07/01/2021	Open			Accounts Payable	O'FALLA, CRISTIAN	\$108.00		
98810	07/01/2021	Open			Accounts Payable	OFFICE DEPOT	\$858.76		
98811	07/01/2021	Open			Accounts Payable	ON TRACK OVERHEAD DOORS LLC	\$1,370.00		
98812	07/01/2021	Open			Accounts Payable	PAUL CONWAY SHIELDS	\$476.92		
98813	07/01/2021	Open			Accounts Payable	PETTY CASH/POLICE	\$137.02		
98814	07/01/2021	Open			Accounts Payable	PURCELL TIRE CO.	\$506.65		
98815	07/01/2021	Open			Accounts Payable	QUINONEZ, FRANCISCO	\$150.00		
98816	07/01/2021	Open			Accounts Payable	RAMCAT ENTERPRISE	\$1,050.00		
98817	07/01/2021	Open			Accounts Payable	RODARTE, RODRIGO	\$108.00		
98818	07/01/2021	Open			Accounts Payable	RUIZ, OSCAR	\$800.00		
98819	07/01/2021	Open			Accounts Payable	SOLIS, ROBERTO	\$295.00		
98820	07/01/2021	Open			Accounts Payable	THOMPSON DESIGN ARCHITECTS P.C.	\$11,786.00		
98821	07/01/2021	Open			Accounts Payable	TITAN MANUFACTURING & DISTRIBUTING, INC	\$99.63		

Payment Register

From Payment Date: 6/28/2021 - To Payment Date: 7/1/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
98822	07/01/2021	Open			Accounts Payable	VAPEX ENVIRONMENTAL TECHNOLOGIES, LLC	\$1,427.29		
98823	07/01/2021	Open			Accounts Payable	WAL-MART RESTITUTION RECOVERY	\$349.49		
98824	07/01/2021	Open			Accounts Payable	WAXIE SANITARY SUPPLY	\$2,143.82		
98825	07/01/2021	Open			Accounts Payable	YUMA NURSERY SUPPLY	\$4,045.77		
98826	07/01/2021	Open			Accounts Payable	YUMA PUMP & DRILLING CO	\$3,940.00		
98827	07/01/2021	Open			Accounts Payable	YUMA WINLECTRIC CO.	\$4,760.23		
98828	07/01/2021	Open			Accounts Payable	YUMA PRINTING COMPANY	\$378.83		
98829	07/01/2021	Open			Accounts Payable	RDO EQUIPMENT CO.	\$218.45		
98830	07/01/2021	Open			Accounts Payable	SAN LUIS AIR CONDITIONING LLC	\$1,835.00		
98831	07/01/2021	Open			Accounts Payable	ROACH PEST CONTROL	\$475.00		
98832	07/01/2021	Open			Accounts Payable	ALSCO, INC	\$145.15		
98833	07/01/2021	Open			Accounts Payable	METRO FIRE EQUIPMENT INC	\$499.50		
98834	07/01/2021	Open			Accounts Payable	PLOTTER DOCTORS, LLC	\$1,966.09		
98835	07/01/2021	Open			Accounts Payable	R&M ELECTRIC SUPPLY LLC	\$3,761.83		
98836	07/01/2021	Open			Accounts Payable	HANSBERGER REGRIGERATION & ELECTRIC CO	\$1,012.99		
98837	07/01/2021	Open			Accounts Payable	CYBER MARKETING NETWORK, INC	\$106.24		
98838	07/01/2021	Open			Accounts Payable	SOUTHERN TIRE MART LLC	\$1,484.07		
98839	07/01/2021	Open			Accounts Payable	RM GRAPHICS	\$329.50		
98840	07/01/2021	Open			Accounts Payable	ALLUVIAL MEDIA LLC	\$2,495.00		
98841	07/01/2021	Open			Accounts Payable	AZUL CAFE	\$583.45		
98842	07/01/2021	Open			Accounts Payable	DIVA MUSIC LLC	\$3,500.00		
98843	07/01/2021	Open			Accounts Payable	FLINT, MARK, J.	\$1,500.00		
98844	07/01/2021	Open			Accounts Payable	LUNA, CYNTHIA	\$100.00		
98845	07/01/2021	Open			Accounts Payable	MARTINEZ, KEILA MARYMAR	\$75.00		
98846	07/01/2021	Open			Accounts Payable	MOLINA, YOLANDA	\$1,014.75		
98847	07/01/2021	Open			Accounts Payable	POLY'S PARTY RENTALS, LLC	\$6,460.64		
98848	07/01/2021	Open			Accounts Payable	RODRIGUEZ, DANIEL	\$1,599.08		
98849	07/01/2021	Open			Accounts Payable	RUIZ, JOSE	\$1,525.00		
98850	07/01/2021	Open			Accounts Payable	TORRES, CRISTIAN	\$100.00		
98851	07/01/2021	Open			Accounts Payable	ULTRA SHOW MAKERS LLC	\$9,300.66		
98852	07/01/2021	Open			Accounts Payable	LANTIS FIREWORKS AND LASERS	\$16,200.00		
Type Check Totals:									
EFT									
16	07/01/2021	Open			Accounts Payable	ANDERSON HYDRAULICS INC	\$1,242.52		
17	07/01/2021	Open			Accounts Payable	DESERT WATER STORE INC	\$65.75		
18	07/01/2021	Open			Accounts Payable	JAMES DAVEY AND ASSOCIATES INC	\$937.50		
Type EFT Totals:									
1BYPAYABLE - 1st BY Accounts Payable Totals									
							118 Transactions	\$229,603.18	
							3 Transactions	\$2,245.77	

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	118	\$229,603.18	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	118	\$229,603.18	\$0.00

Payment Register

From Payment Date: 6/28/2021 - To Payment Date: 7/1/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
EFTs									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	3	\$2,245.77	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Total	3	\$2,245.77	\$0.00	
All									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	121	\$231,848.95	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	121	\$231,848.95	\$0.00	
Grand Totals:									
Checks									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	118	\$229,603.18	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	118	\$229,603.18	\$0.00	
EFTs									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	3	\$2,245.77	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Total	3	\$2,245.77	\$0.00	
All									
					Status	Count	Transaction Amount	Reconciled Amount	
					Open	121	\$231,848.95	\$0.00	
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	121	\$231,848.95	\$0.00	

Digitally signed by: David Espitia
 DN: CN = David Espitia
 email = despitia@sanluisaz.gov C = AD O = City of San Luis OU = Finance
 Date: 2021.07.12 08:10:08 -07'00'



Pay Day Register

Pay Date Range 06/19/21 - 07/02/21

Pay Batch 202114

PSPRS FIRE DB RATE - TIER 2	491.53	4,219.17	CLERICAL OFFICE/ LIBRARY/	275.45	114,775.80
PSPRS FIRE DB RATE - TIER 3	3,072.22	30,907.57	Electrician	59.11	1,882.40
PSPRS FIRE DC RATE - TIER 3	210.18	2,335.31	FIREFIGHTERS & DRIVERS	5,238.08	110,275.51
PSPRS FIRE DISABILITY RATE	20.55	2,335.31	GARBAGE/ ASH/ REFUSE	270.59	4,329.36
PSPRS POLICE DB RATE - TIER	3,260.57	42,621.77	Homemaker Service	18.78	820.15
PSPRS POLICE DB RATE - TIER	2,211.01	18,978.62	MUNICIPAL/ TOWN/	77.00	4,400.00
PSPRS POLICE DB RATE - TIER 2	1,000.33	8,586.61	PARKS- NOC ALL EMPLOYEES	626.56	20,211.86
PSPRS POLICE DB RATE - TIER 3	2,563.24	25,786.91	POLICE OFFICERS	4,612.01	97,094.96
STANDARD LIFE ADDTNL	1,054.18	.00	RECREATION- ALL EMPLOYEES/	245.16	17,895.08
TRANSWESTERN MEXICAN	97.00	.00	SEWAGE DISPOSAL/ PLANT	691.08	20,090.25
U.S. MEX DENTAL - EE &	574.84	.00	Street or Road Construction	1,880.97	21,302.35
U.S. MEX DENTAL - EE &	164.24	.00	WATERWORKS OPERATIONS	616.82	17,775.01
UNITED WAY	14.00	.00	Total	<u>\$16,524.99</u>	
US & MEX DENTAL= FAMILY	666.12	.00			
US & MEX HEALTH = C	5,408.92	.00	Direct Deposits		Amount
US & MEX HEALTH = FAMILY	6,749.94	.00	1st Bank Yuma		29,174.00
US & MEX HEALTH = SP	1,708.08	.00	ACADEMY BANK		2,480.51
VSP - VISION CHILDREN	227.15	.00	Bank of America		2,708.82
VSP - VISION FAMILY	369.93	.00	Bankcorp		150.00
VSP - VISION SPOUSE	97.35	.00	Charles Sch		200.00
Net	<u>\$350,345.75</u>		Chase Bank		165,516.28
			chase centro		1,033.70
			Federal Credit Union		34,114.20
			FF CREDIT UNION		2,967.95
			FIREFIGHTER FIRST CREDIT UNION		6,881.90
			FIRST NATIONAL BANK TEXAS		1,548.53
			GREEN DOT BANK		344.90
			MIT FEDERAL CREDIT UNION		393.61
			National Bank		2,650.26
			Navy Federal		18,843.50
			NETSPEND		867.45
			NetSpend Corporation DD		120.00
			NORTH ISLAND CREDIT UNION		645.50
			Sunbank		1,129.62
			THE FOOTHILLS BANK		449.44
			USAA FEDERAL SAVING		2,813.73
			VANTAGE WEST		800.40
			WASHINGTON FEDERAL		1,814.10
			Wells Fargo		71,026.53
			WELLS FARGO CA		1,440.50
			Total		<u>\$350,115.43</u>
			Check		\$230.32

Approved by
 Roula Eninas
 Date 07/07/2021

Schedule B



Pay Day Register

Pay Date Range 07/01/21 - 07/31/21

Pay Batch 202107M

Pay Batch 202107M Total

Employees in Pay Batch 7

Female Employees in Pay Batch 2

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
102 - SALARY	.0000	7,550.00	Gross	7,750.00	ASRS Council	900.00
806 - TELEPHONE STIPEND	.0000	200.00	Imputed Income		ASRS LTD Council	900.00
Total	0.0000	\$7,750.00	FEDERAL TAX WITHHOLDING	92.85	ASRS/EORP - LEGACY RATE	900.00
			SOCIAL SECURITY TAX	480.50	Dental Council	.00
			MEDICARE	112.35	EODCRS - COUNCIL	1,800.00
			STATE WITHHOLDING	115.41	EODCRS - DISABILITY	1,800.00
			ASRS Council	109.98	EODCRS/EORP LEGACY RATE	1,800.00
			ASRS LTD Council	1.71	Health Council	.00
			Council Retirement EORP	447.50	Retirement Council EORP	4,850.00
			Dental Council	133.33	Vision Council	.00
			EODCRS - COUNCIL	144.00	Total	\$10,815.32
			EODCRS - DISABILITY	2.26		
			GARNISHMENT	221.11	Workers' Comp	
			Medical Council	1,004.81	MUNICIPAL/ TOWN/	7,750.00
			MISCELLANEOUS	55.00	Total	\$135.65
			Vision Council	38.91		
			Net	\$4,790.28	Direct Deposits	Amount
					1st Bank Yuma	730.79
					Chase Bank	688.14
					Federal Credit Union	1,081.33
					Navy Federal	699.43
					REALTORS FED CRED UNION	22.55
					WASHINGTON FEDERAL	797.18
					Wells Fargo	770.86
					Total	\$4,790.28
					Check	\$0.00

Debra Luna

Schedule C

Payment Register

From Payment Date: 7/5/2021 - To Payment Date: 7/8/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
98853	07/07/2021	Open			Accounts Payable	BALSINO, PETER, M	\$6.85		
98854	07/07/2021	Open			Accounts Payable	BALSINO, PETER, M	\$255.64		
98855	07/07/2021	Open			Accounts Payable	CHARGO PA, GURSTEL	\$26.95		
98856	07/07/2021	Open			Accounts Payable	FOP/ALC	\$375.00		
98857	07/07/2021	Open			Accounts Payable	GARCIA & CORNEJO, SERGIO & OSCAR	\$311.10		
98858	07/07/2021	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$100.00		
98859	07/07/2021	Open			Accounts Payable	SAN LUIS POLICE OFFICERS ASSOC	\$345.00		
98860	07/07/2021	Open			Accounts Payable	SUPPORT PAYMENT CLEARINGHOUSE	\$3,036.72		
98861	07/07/2021	Open			Accounts Payable	UNITED STATES TREASURY	\$221.11		
98862	07/07/2021	Open			Accounts Payable	UNITED WAY OF YUMA COUNTY INC.	\$14.00		
98863	07/07/2021	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS ASSOC	\$98.50		
98864	07/07/2021	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS- IAFF	\$950.00		
98865	07/08/2021	Open			Accounts Payable	A & H ELECTRIC	\$1,130.00		
98866	07/08/2021	Open			Accounts Payable	AMAZON.COM SALES, INC.	\$1,659.38		
98867	07/08/2021	Open			Accounts Payable	AMERICAN RED CROSS	\$63.50		
98868	07/08/2021	Open			Accounts Payable	ARIZONA DEPARTMENT OF	\$250.00		
98869	07/08/2021	Open			Accounts Payable	ARIZONA PUBLIC SERVICE	\$43.93		
98870	07/08/2021	Open			Accounts Payable	AT&T MOBILITY LLC	\$297.87		
98871	07/08/2021	Open			Accounts Payable	AUTOZONE STORES, INC	\$992.19		
98872	07/08/2021	Open			Accounts Payable	BLT READY MIX CONCRETE LLC	\$3,977.73		
98873	07/08/2021	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	\$165.87		
98874	07/08/2021	Open			Accounts Payable	CODE PUBLISHING COMPANY	\$575.40		
98875	07/08/2021	Open			Accounts Payable	D & H ELECTRIC INC.	\$2,775.00		
98876	07/08/2021	Open			Accounts Payable	DESERT VALLEY SERVICES, INC	\$591.91		
98877	07/08/2021	Open			Accounts Payable	DESERT VETERINARY CLINIC PLC	\$2,257.07		
98878	07/08/2021	Open			Accounts Payable	DIGITAL ROOM LLC	\$624.18		
98879	07/08/2021	Open			Accounts Payable	DPE CONSTRUCTION, INC	\$17,572.95		
98880	07/08/2021	Open			Accounts Payable	ENTERPRISE FM TRUST	\$755.68		
98881	07/08/2021	Open			Accounts Payable	GFOA-ARIZONA	\$645.00		
98882	07/08/2021	Open			Accounts Payable	GLOBAL EQUIPMENT COMPANY INC.	\$3,151.95		
98883	07/08/2021	Open			Accounts Payable	IRON MOUNTAIN INC	\$38.54		
98884	07/08/2021	Open			Accounts Payable	JAMES COOKE & HOBSON INC.	\$6,014.27		
98885	07/08/2021	Open			Accounts Payable	KLD CONSTRUCTION LLC	\$3,200.00		
98886	07/08/2021	Open			Accounts Payable	LEGROS, BRIAN, SEAN	\$189.00		
98887	07/08/2021	Open			Accounts Payable	LIZARDE, RAFAEL	\$54.21		
98888	07/08/2021	Open			Accounts Payable	LUMEN TECHNOLOGIES GOVERNMENT SOLUTIONS, INC	\$1,600.00		
98889	07/08/2021	Open			Accounts Payable	MARLOW WHITE UNIFORMS, INC.	\$5,040.50		
98890	07/08/2021	Open			Accounts Payable	MARTIN'S CUSTOM CABINETS, LLC	\$30,050.00		
98891	07/08/2021	Open			Accounts Payable	MOLINA, YOLANDA	\$3,333.00		
98892	07/08/2021	Open			Accounts Payable	MYRON CORP	\$277.96		
98893	07/08/2021	Open			Accounts Payable	NATIONAL BUSINESS FURNITURE	\$512.42		

Payment Register

From Payment Date: 7/5/2021 - To Payment Date: 7/8/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
33	07/08/2021	Open			Accounts Payable	ANDERSON HYDRAULICS INC	\$872.15		
34	07/08/2021	Open			Accounts Payable	DESERT WATER STORE INC	\$9.96		
35	07/08/2021	Open			Accounts Payable	HANSBERGER REGRIGERATION & ELECTRIC CO	\$748.00		
36	07/08/2021	Open			Accounts Payable	JAMES DAVEY AND ASSOCIATES INC	\$8,933.75		
37	07/08/2021	Open			Accounts Payable	PENN NEON SIGN CO., INC.	\$595.00		
38	07/08/2021	Open			Accounts Payable	ROACH PEST CONTROL	\$770.00		
39	07/08/2021	Open			Accounts Payable	SAN LUIS AIR CONDITIONING LLC	\$14,685.33		
40	07/08/2021	Open			Accounts Payable	SOUTHERN TIRE MART LLC	\$1,538.25		
41	07/08/2021	Open			Accounts Payable	YUMA PRINTING COMPANY	\$1,159.66		
42	07/08/2021	Open			Accounts Payable	YUMA WINNELSON CO.	\$4,839.40		
Type EFT Totals:									
1BYPAYABLE - 1st BY Accounts Payable Totals								\$34,234.66	

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	80	\$334,805.11	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	80	\$334,805.11	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	11	\$34,234.66	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	11	\$34,234.66	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	91	\$369,039.77	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00

Payment Register

From Payment Date: 7/5/2021 - To Payment Date: 7/8/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
					Stopped		0	\$0.00	\$0.00
					Total		91	\$369,039.77	\$0.00
Grand Totals:									
		Checks	Status	Count			Transaction Amount	Reconciled Amount	
			Open	80			\$334,805.11	\$0.00	
			Reconciled	0			\$0.00	\$0.00	
			Voided	0			\$0.00	\$0.00	
			Stopped	0			\$0.00	\$0.00	
			Total	80			\$334,805.11	\$0.00	
		EFTs	Status	Count			Transaction Amount	Reconciled Amount	
			Open	11			\$34,234.66	\$0.00	
			Reconciled	0			\$0.00	\$0.00	
			Voided	0			\$0.00	\$0.00	
			Total	11			\$34,234.66	\$0.00	
		All	Status	Count			Transaction Amount	Reconciled Amount	
			Open	91			\$369,039.77	\$0.00	
			Reconciled	0			\$0.00	\$0.00	
			Voided	0			\$0.00	\$0.00	
			Stopped	0			\$0.00	\$0.00	
			Total	91			\$369,039.77	\$0.00	

David
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Payment Register

From Payment Date: 7/12/2021 - To Payment Date: 7/15/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
98933	07/14/2021	Open			Utility Management Refund	ATKINSON, DAVID & MADISON CRABTREE	\$155.62		
98934	07/14/2021	Open			Utility Management Refund	BARNARD CONSTRUCTION CO INC C/O MARCUS JOHNSON	\$564.26		
98935	07/14/2021	Open			Utility Management Refund	ESCOBEDO, RAQUEL	\$263.25		
98936	07/14/2021	Open			Utility Management Refund	GARCIA ANDRES & BELTRAN LAURA	\$184.21		
98937	07/14/2021	Open			Utility Management Refund	GARCIA, TANIA	\$132.28		
98938	07/14/2021	Open			Utility Management Refund	GONZALEZ, ARMANDO	\$3.57		
98939	07/14/2021	Open			Utility Management Refund	LOPEZ S, MIRNA	\$162.89		
98940	07/14/2021	Open			Utility Management Refund	MALDONADO MARIO & ANA RUIZ	\$167.56		
98941	07/14/2021	Open			Utility Management Refund	MARIBEL NUNEZ	\$189.33		
98942	07/14/2021	Open			Utility Management Refund	MOLINA, YOLANDA	\$119.41		
98943	07/14/2021	Open			Utility Management Refund	MURGUIA, ELSA, S	\$241.68		
98944	07/14/2021	Open			Utility Management Refund	PAREDES, JOSE, A	\$182.56		
98945	07/14/2021	Open			Utility Management Refund	PEREZ, ANGEL & PAULINA SANCHEZ	\$184.78		
98946	07/14/2021	Open			Utility Management Refund	SAN LUIS EXCHANGE HOUSE	\$133.63		
98947	07/14/2021	Open			Utility Management Refund	TORRES, TANIA, C	\$144.47		
98948	07/14/2021	Open			Utility Management Refund	VALDEZ, MIGUEL & FILIBERTO ZAMORA	\$4.16		
98949	07/14/2021	Open			Accounts Payable	ARIZONA MUNICIPAL RISK RETENTION POOL - WC	\$102,093.00		
98950	07/15/2021	Open			Accounts Payable	YEPEZ AUTOMOTIVE REPAIR	\$11,400.00		
98951	07/15/2021	Open			Accounts Payable	24-7 GET FIT SL, LLC	\$1,000.00		
98952	07/15/2021	Open			Accounts Payable	ALDAMA, EMMANUEL	\$295.00		
98953	07/15/2021	Open			Accounts Payable	AMERICAN FIDELITY ASSURANCE CO	\$2,904.86		
98954	07/15/2021	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO SALES	\$375.00		
98955	07/15/2021	Open			Accounts Payable	CARDENAS, ERNESTO	\$295.00		
98956	07/15/2021	Open			Accounts Payable	CORREA, MARCO	\$150.00		
98957	07/15/2021	Open			Accounts Payable	DE LA HOYA, TADEO	\$96.00		
98958	07/15/2021	Open			Accounts Payable	DESERT VALLEY SERVICES, INC	\$2,212.24		
98959	07/15/2021	Open			Accounts Payable	DUENAS, ADRIAN	\$150.00		
98960	07/15/2021	Open			Accounts Payable	DUENAS, ANDREY	\$150.00		
98961	07/15/2021	Open			Accounts Payable	GALLS, AN ARAMARK CO., LLC	\$371.36		
98962	07/15/2021	Open			Accounts Payable	GONZALEZ, RUBEN	\$25.00		

Schedule E

Payment Register

From Payment Date: 7/12/2021 - To Payment Date: 7/15/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
98963	07/15/2021	Open			Accounts Payable	GREATER YUMA ECONOMIC DEV CORP	\$60.00		
98964	07/15/2021	Open			Accounts Payable	HERNANDEZ, DIANA	\$169.36		
98965	07/15/2021	Open			Accounts Payable	HILL BROTHERS CHEMICAL CO.	\$5,511.45		
98966	07/15/2021	Open			Accounts Payable	IPS GROUP INC	\$538.19		
98967	07/15/2021	Open			Accounts Payable	J2 ENGINEERING & ENVIR DESIGN LLC	\$35,000.00		
98968	07/15/2021	Open			Accounts Payable	JIMENEZ SANTANA, SERGIO	\$150.00		
98969	07/15/2021	Open			Accounts Payable	JJ KELLER & ASSOCIATES	\$1,475.35		
98970	07/15/2021	Open			Accounts Payable	JUAREZ, EDGAR	\$93.40		
98971	07/15/2021	Open			Accounts Payable	KONICA MINOLTA BUSINESS SOLUTIONS USA INC	\$90.34		
98972	07/15/2021	Open			Accounts Payable	LIZARDE, RAFAEL	\$295.00		
98973	07/15/2021	Open			Accounts Payable	MASSMUTUAL FINANCIAL GROUP	\$40.00		
98974	07/15/2021	Open			Accounts Payable	MGM INTERNET SOLUTIONS, INC	\$253.00		
98975	07/15/2021	Open			Accounts Payable	MILLER, DAMIAN	\$295.00		
98976	07/15/2021	Open			Accounts Payable	NEW YORK LIFE INSURANCE CO.	\$138.87		
98977	07/15/2021	Open			Accounts Payable	OFFICE DEPOT	\$156.47		
98978	07/15/2021	Open			Accounts Payable	PAWS AND TAILS FEED AND GRAIN LLC	\$1,644.66		
98979	07/15/2021	Open			Accounts Payable	PEREDA, STEPHANIE	\$35.00		
98980	07/15/2021	Open			Accounts Payable	PREPAID LEGAL SERVICES	\$112.60		
98981	07/15/2021	Open			Accounts Payable	QUINONEZ, FRANCISCO	\$525.00		
98982	07/15/2021	Open			Accounts Payable	RODRIGUEZ, ALEJANDRO	\$150.00		
98983	07/15/2021	Open			Accounts Payable	SKAGGS COMPANIES, INC	\$11.90		
98984	07/15/2021	Open			Accounts Payable	SOUTH YUMA COUNTY LANDFILL	\$22,885.92		
98985	07/15/2021	Open			Accounts Payable	STANDARD INSURANCE CO.	\$1,919.45		
98986	07/15/2021	Open			Accounts Payable	TEXAS LIFE INSURANCE COMPANY	\$550.50		
98987	07/15/2021	Open			Accounts Payable	TRANSWESTERN INSURANCE ADMIN	\$194.00		
98988	07/15/2021	Open			Accounts Payable	TYLER TECHNOLOGIES, INC.	\$184,774.62		
98989	07/15/2021	Open			Accounts Payable	UNITED LABORATORIES INC.	\$1,594.08		
98990	07/15/2021	Open			Accounts Payable	USA BLUE BOOK	\$124.83		
98991	07/15/2021	Open			Accounts Payable	VISION SERVICE PLAN OF ARIZONA	\$4,444.49		
98992	07/15/2021	Open			Accounts Payable	YUMA WINLECTRIC CO.	\$120.04		
98993	07/15/2021	Open			Accounts Payable	PUBLIC SAFETY CENTER, INC	\$315.98		
98994	07/15/2021	Open			Accounts Payable	PACIFIC ADVANCED CIVIL ENGINEERING INC	\$2,385.00		
98995	07/15/2021	Open			Accounts Payable	YUMA SUN INC	\$728.02		
98996	07/15/2021	Open			Accounts Payable	AMERICANA POLYGRAPH & PRIVATE INVESTIGATION	\$150.00		
98997	07/15/2021	Open			Accounts Payable	SUPREME PLUMBING SOLUTIONS LLC	\$3,800.00		
98998	07/15/2021	Open			Accounts Payable	CODE 3 TECHNOLOGY LLC	\$23,009.32		
98999	07/15/2021	Open			Accounts Payable	BOBADILLA, YADIRA	\$295.00		
99000	07/15/2021	Open			Accounts Payable	DPE CONSTRUCTION, INC	\$131,900.00		
99001	07/15/2021	Open			Accounts Payable	MOTOROLA SOLUTIONS, INC	\$44,690.39		
Type Check Totals:									
69 Transactions							\$594,978.35		

Payment Register

From Payment Date: 7/12/2021 - To Payment Date: 7/15/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference	
EFT										
62	07/15/2021	Open			Accounts Payable	ALSCO, INC	\$303.38			
63	07/15/2021	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	\$70.00			
64	07/15/2021	Open			Accounts Payable	DESERT WATER STORE INC	\$9.96			
65	07/15/2021	Open			Accounts Payable	FRESH TERRA SERVICES LLC	\$1,038.00			
66	07/15/2021	Open			Accounts Payable	HAAKER EQUIPMENT COMPANY	\$408.31			
67	07/15/2021	Open			Accounts Payable	HUGHES FIRE EQUIPMENT, INC.	\$190.99			
68	07/15/2021	Open			Accounts Payable	JAMES DAVEY AND ASSOCIATES INC	\$2,700.00			
69	07/15/2021	Open			Accounts Payable	METRO FIRE EQUIPMENT INC	\$4,110.45			
70	07/15/2021	Open			Accounts Payable	RM GRAPHICS	\$313.70			
71	07/15/2021	Open			Accounts Payable	SMITH, RALPH E. SR.	\$18,298.00			
72	07/15/2021	Open			Accounts Payable	YUMA WINNELSON CO.	\$1,641.41			
Type EFT Totals:										
1BYPAYABLE - 1st BY Accounts Payable Totals							11 Transactions	\$29,084.20		

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	69	\$594,978.35	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	69	\$594,978.35	\$0.00
EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	11	\$29,084.20	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	11	\$29,084.20	\$0.00
All	Status	Count	Transaction Amount	Reconciled Amount
	Open	80	\$624,062.55	\$0.00

Payment Register

From Payment Date: 7/12/2021 - To Payment Date: 7/15/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
					Reconciled	0	\$0.00	\$0.00	
					Voided	0	\$0.00	\$0.00	
					Stopped	0	\$0.00	\$0.00	
					Total	80	\$624,062.55	\$0.00	
Grand Totals:									
		Checks	Status	Count		Transaction Amount		Reconciled Amount	
			Open	69		\$594,978.35		\$0.00	
			Reconciled	0		\$0.00		\$0.00	
			Voided	0		\$0.00		\$0.00	
			Stopped	0		\$0.00		\$0.00	
			Total	69		\$594,978.35		\$0.00	
		EFTs	Status	Count		Transaction Amount		Reconciled Amount	
			Open	11		\$29,084.20		\$0.00	
			Reconciled	0		\$0.00		\$0.00	
			Voided	0		\$0.00		\$0.00	
			Total	11		\$29,084.20		\$0.00	
		All	Status	Count		Transaction Amount		Reconciled Amount	
			Open	80		\$624,062.55		\$0.00	
			Reconciled	0		\$0.00		\$0.00	
			Voided	0		\$0.00		\$0.00	
			Stopped	0		\$0.00		\$0.00	
			Total	80		\$624,062.55		\$0.00	

David
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David Espitia
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despitia@sanluisaz.
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San Luis OU = Finance
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AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. A.

Meeting Date: 07/28/2021

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

Submitted By: Jose L. Cisneros, Executive Assistant, Administration

Action Requested: Motion
Ordinance

ITEM:

Discussion and possible action on any and all matters regarding Ordinance No. 418. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the San Luis City Code; Section 5.15.090 of the City Code which provides for a system of issuance and regulation for border area taxi vehicle permits amending subsection 5.15.090(F) limiting the number of permits to any single business; providing an effective date; repealing any conflicting provisions; and providing for severability. **(Tadeo A. De La Hoya, City Administrator)**

A. Action on Reading of Ordinance No. 418 by title only

(City Clerk to read Ordinance No. 418 by title only)

B. Action on Ordinance No. 418

SUMMARY:

An adequate number of Border Area Permits for a company is five (5) permits per company, allowing more companies to have a Border Area Permit. This ordinance will be amending section 5.15.90(F) by reducing the number of Border Area Taxi Permits from no more than ten (10) permits to no more than five (5) permits issued to any single taxicab business. The Ordinance will take effect for the renewal period in January 2022.

RECOMMENDATION / SUGGESTED MOTION:

A. I MOVE TO APPROVE THE READING OF THE ORDINANCE NO. 418 BY TITLE ONLY.

(City Clerk to read Ordinance No. 418 by title only)

B. I MOVE TO APPROVE AND ADOPT ORDINANCE NO. 418 AS PRESENTED.

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. The permits continue to be limited to 35, there will be no change in revenue from the permit fees.

Attachments

Ordinance No. 418



Ordinance

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 418

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING THE SAN LUIS CITY CODE; SECTION 5.15.090 OF THE CITY CODE, WHICH PROVIDES FOR A SYSTEM OF ISSUANCE AND REGULATION FOR BORDER AREA TAXI VEHICLE PERMITS AMENDING SUBSECTION 5.15.090(F) LIMITING THE NUMBER OF PERMITS TO ANY SINGLE BUSINESS; PROVIDING AN EFFECTIVE DATE; REPEALING ANY CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.

BE IT ORDAINED by the Mayor and City Council of the City of San Luis, Arizona, as follows:

Section 1: Subsection 5.15.090(F) of the City Code is hereby amended to read as follows:

No more than five (5) border area taxi vehicle permits shall be issued to any single taxicab business.

Section 2: For all border area taxi vehicle permits issued before the effective date of this ordinance, said permits shall be valid until the expiration date for said permit(s). The limits imposed by this ordinance shall only apply from and after the expiration of said issued permits. For all those applying for permits from and after the effective date of this ordinance, the limits imposed herein shall apply.

Section 3: In the event of a conflict between the provisions of this ordinance and any other ordinance, resolution, regulation, or policy of the City of San Luis, the conflicting provisions are hereby repealed, superseded, and replaced, and the provisions of this ordinance shall govern.

Section 4: If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

[Signature page follows]

PASSED, ADOPTED and APPROVED by the Mayor and City Council of the City of San Luis, Yuma County, Arizona this ____ day of July 2021.

Gerardo Sanchez, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. B.

Meeting Date: 07/28/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2189. A Resolution of the Mayor and City Council of the City of San Luis adopting a Conflict of Interest Procedures to supplement the City of San Luis Personnel Policies; repealing any conflicting provisions; and providing for severability. **(Monica Castro, Director of Finance)**

SUMMARY:

Resolution No. 2189 supplements the San Luis Personnel Policies by providing conflict of interest procedures.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2189, CONFLICT POLICY AS PRESENTED.

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):

This item adopts a policy and does not have any discernable fiscal impact.

Attachments

Res No 2189

Conflict of Interest Procedures



Resolution

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 2189

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS ADOPTING CONFLICT OF INTEREST PROCEDURES TO SUPPLEMENT THE CITY OF SAN LUIS PERSONNEL POLICIES; REPEALING ANY CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.

WHEREAS, Section HR-5-01, C 7 of the City of San Luis Personnel Policies provides for a standard of conduct concerning conflicts of interest; and

WHEREAS, said section lacks the detail that would provide more direction.

NOW, THEREFORE, BE IT RESOLVED based on the foregoing and by the Mayor and City Council of the City of San Luis, Arizona:

Section 1: The Mayor and City Council have determined that it is in the City's best interest to provide further guidance on conflict of interest.

Section 2: The City of San Luis Personnel Policies are hereby supplemented with the document titled, "City of San Luis Conflict of Interest Procedures" which incorporated into this resolution by this reference.

Section 3: In the event of a conflict between the provisions of this resolution and any other ordinance, resolution, regulation, or policy of the City of San Luis, the conflicting provisions are hereby repealed, superseded, and replaced; and the provisions of this resolution shall govern.

Section 4: If any section, subsection, sentence, clause, phrase, or portion of this resolution is for any reason held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this resolution.

[Intentionally left blank, signature page follows]

PASSED, ADOPTED and APPROVED by the Mayor and City Council of the City of San Luis, Yuma County, Arizona this ____ day of July 2021.

Gerardo Sanchez, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney

City of San Luis Conflict of Interest Procedures

A. POLICY

It is the policy of the City of San Luis to uphold, promote, and demand the highest standards of ethics from all of its employees. Accordingly, all employees shall do their utmost to maintain the highest standards of personal integrity in carrying out their public duties and avoid conflicts with the City's interests. Use of an employee's official position or duties with the City of San Luis for that employee's own or family member's personal interest, benefit, gain, or inappropriate influence is strictly prohibited.

No public officer or employee of the City shall supply any equipment, material, supplies or services, unless pursuant to an award or contract let after public competitive bidding, except that the total transaction is below \$300, and only if these individual transactions do not exceed \$1,000 annually. (This policy for purchases must be approved annually by City Council. If not approved by the City Council for that year, such purchase would be prohibited.)

At all times, the appearance of impropriety or the appearance of a conflict is to be avoided. As a result, transparency is encouraged at all times. If one has doubts, consultation with appropriate department heads or City officials is encouraged.

(See A.R.S. § 38-503 and City of San Luis Policy HR-5-01)

1. Definitions.

A. For purposes of this policy, family member means the spouse, child, child's child, parent, grandparent, brother or sister of the whole or half blood and their spouse and the parent, brother, sister or child of the spouse.

B. "Substantial interest" means any nonspeculative pecuniary or proprietary interest, either direct or indirect, other than a remote interest as defined by state law. "Pecuniary" means money, and "proprietary" means property. To be a "substantial interest," one must "gain something or lose something." (See *Hughes v. Jorgenson*, 203 Ariz. 71, 74, 50 P.3d 821(2003); *Yetman v. Naumann*, 16 Ariz. App. 314, 317, 492 P.2d 1252 (Div. 2 1972); A.R.S. § 38-502.11).

2. Prohibited Activity.

a. For the purposes of this policy, a conflict of interest occurs when an interest particular to an employee or to that of an employee's family member influences, or has the potential to influence, the ability of that employee to exercise objectivity and/or act in the City's best interest. While not intended to be all-inclusive, the actions listed below are considered a conflict of interest when carried out by an employee and are strictly prohibited:

- i. Participation, including but not limited to, research, advice, negotiation, or decision making, at any stage in the process, of any business transaction of the City such as contracting, sales, procurement, or provision of services, when the employee, or the employee's family member, has a nonspeculative substantial interest in the transaction.
- ii. Participation in another business, organization, or activity that may compromise City relationships, disadvantages, or competes with the City or its interests;
- iii. Any employment activity or enterprise involving the use of any City resource such as time, facilities, equipment, supplies, badge, uniform, prestige, or influence of the office of employment for private gain (e.g., an employee using a City computer to operate a personal business; using City tools, supplies, or equipment to improve one's property; using City vehicles to attend to personal business, etc.);
- iv. Receipt or acceptance of financial compensation or other consideration from anyone other than the City for the performance of an act which would be required or expected as part of their duties as an employee (e.g., a solid waste employee accepting cash from a resident to replace a trash bin) (See A.R.S. § 38-505);
- v. Representation of another person for compensation in any transaction with the City, or matter pending before the City, in which the employee participated in the course of performance of the employee's official duties. This includes actions in violation of A.R.S. § 38-504 which prohibit representing another person for compensation before the City or from using information that was acquired during one's employment with the City for two calendar years, without proper authorization.
- vi. Disclosure or use of confidential or privileged information acquired by the employee in the course of performance of the employee's official duties to advance personal interests or the interests of family members or personal or professional associates (e.g., using knowledge of a City project to buy a piece of real property that the City intends to acquire). This prohibition is governed by A.R.S. § 38-504.
- vii. Preferential treatment is given or appears to be given to any family members, friends, or business associates or to anyone else that would advance the personal interest of an employee (e.g., hiring your spouse to provide a service to the City). (See A.R.S. § 38-481);
- viii. Securing any valuable thing or benefit for the employee, or the employee's family member, that would not ordinarily accrue to the employee or family member in the performance of the employee's official duties (e.g., accepting, whether solicited or not, cash, cash equivalent, gifts, meals, travel, or entertainment from a potential vendor) (See A.R.S. § 38-505).

3. Responsibilities.

a. Each employee is individually responsible for prospectively identifying and avoiding any conflict of interest. Employees must immediately disclose any potential or apparent conflicts of interest in writing to their immediate supervisor. Additionally, the employee must refrain, at the earliest stage possible, from any participation in City transactions where a conflict of interest exists. Supervisory personnel, through their department heads, may seek an opinion of the City Attorney regarding whether a conflict of interest exists.

b. A supervisor who has received a written conflict of interest disclosure is responsible for documenting the actions he/she will take to monitor the situation regarding the conflict of interest disclosure, such as monitoring Purchasing Card (P card) activity and direct payments. Further, the supervisor is responsible for forwarding the disclosure to the Human Resources Department. If the conflict is in any way related to a potential procurement activity, a copy must also be forwarded to the Finance Department.

c. Department heads are responsible for communicating the requirements of this policy to their staff and instituting proper controls to monitor and address conflicts of interest. Department heads may seek opinions of the City Attorney's Office regarding issues of conflict of interest.

d. The City Attorney's Office is responsible for interpretation or clarification of legal and regulatory requirements. Employees, through supervisory personnel, are encouraged to seek advice from the City Attorney's Office as needed.

e. The Human Resources Department is responsible for training new employees on the requirements of this policy and retaining conflict of interest disclosures.

4. Procurement Activity.

a. Pursuant to applicable state law, the City may, within three years of its execution, cancel the contract, without penalty or further obligation, if any employee significantly involved in initiating, negotiating, securing, drafting or creating the said contract is found to be employed by, consulting with, or otherwise involved with the vendor without having complied with the requirements of this policy. (See A.R.S. § 38-511).

b. As part of the City's procurement process, past performance verifications for current or potential vendors will be solicited and/or provided using standard forms established by the Finance Department.

c. Employees shall not, in the context of dealing with a person who is transacting or anticipated to transact business with the City, provide to that person any referral, solicited or unsolicited, of third parties to provide any assistance related to that transaction.

B. PROCEDURE

1. Disclosure.

a. Employees must utilize the Conflict of Interest Form to provide a conflict of interest disclosure immediately, in writing, to his/her supervisor. The employee must disclose the conflict of interest and not participate in the matter even if the employee is confident that he/she can be objective in the matter and that the public interest would not be harmed by his/her participation.

b. Upon receipt, the supervisor will document the steps which will be taken to monitor the potential conflict on the Conflict of Interest Form. Once the Conflict of Interest Form is complete, one copy must be forwarded to the Human Resources Department and one copy to the Office of the City Clerk for inclusion in the City's conflict of interest file pursuant to A.R.S. § 38-509. If the conflict is related to a procurement activity, the supervisor must also forward a copy of the Conflict of Interest Form to the Finance Department. The Conflict of Interest Form will be a public record.

c. The Finance Department will attach the Conflict of Interest Form to the appropriate vendor record within the City's financial system.

2. Audit.

a. On an annual basis, the Finance Department will perform an audit of the Conflict of Interest Forms received by the H.R. Department and/or Clerk's Office to verify that conflicts were properly avoided as it relates to procurement activity.

b. On an annual basis, the Finance Department will cross-reference employee data (address, phone numbers, etc.) with vendor payment data to identify situations in which an employee or the employee's dependent may be receiving payment from the City for goods or services. All findings will be investigated for potential conflicts of interest.

i. Concerns identified as part of this audit process will be elevated to the Finance Director to be addressed on a case-by-case basis in conjunction with the Human Resources Department and City Attorney's Office.



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. C.

Meeting Date: 07/28/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion
Ordinance

ITEM:

Discussion and possible action on any and all matters regarding Ordinance No. 419. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the San Luis City Code, Title III, Revenue and Finance, Chapter 3.05 Purchasing, Sections 3.05.010, In General, and 3.05.080 Professional Services to change the amounts and procedures for purchases; repealing any conflicting provisions; providing for severability; and declaring an emergency. **(Monica Castro, Director of Finance)**

- A. Action on Reading of Ordinance No. 419.
(City Clerk to read the ordinance by title only)
- B. Action on Ordinance No. 419.

SUMMARY:

To improve efficiencies and speed of city services and operations, the Finance Director recommends the following changes to the Purchasing Code, which are included in the ordinance before City Council. The staff has provided the proposed ordinance as attachment #1 and the current purchasing code sections as attachments #3 and #4.

General Purchasing Procedures - Amount Changes

As of 1982, when the City Council adopted the Purchasing Code, the dollar amounts have not changed. The ordinance proposes three (3) rather than the current five (5) general categories by the amount to simplify the purchasing procedures. For the general purchasing procedure categories in § 3.05.010, the table (attachment #2) summarizes the changes proposed in the ordinance. Both the current and the proposed changes preserve the ability to follow state or federal procedures or law when it may be required. The proposal preserves City Council's ability to waive formal purchasing procedures.

Professional Services Changes

In both the current code and proposed ordinance, the other provisions of the code do not apply to professional services. The rationale for this is that the professional must be qualified to do the specialized work, and the lower price may not be the determining factor.

The amount before going to City Council is proposed to be changed from \$15,000.00 to \$45,000.00.

The proposed ordinance adds certified public accountants, architects, registered land surveyors, and appraisers to the list of professions. It preserves physicians, attorneys, and engineers on the list. The proposed ordinance adds the flexibility of emerging professions by adding the words: "consulting services of persons with unique skills, abilities, training or experience."

Recommendation

Staff recommends approval. These simple changes will help staff process purchases quickly as well as cut down on errors and training time.

RECOMMENDATION / SUGGESTED MOTION:

A. I MOVE TO APPROVE THE READING OF THE ORDINANCE NO. 419 BY TITLE ONLY.

(City Clerk to read Ordinance No. 419 by title only)

B. I MOVE TO APPROVE AND ADOPT ORDINANCE NO. 419 AND DECLARE AN EMERGENCY.

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 purchase or revenue associated with this item. The Ordinance changes procedures for purchasing.

Attachments

Ordinance No. 419
Table of Showing Changes in the General Categories
Current Code General Procedure
Current Code on Professional Services



Ordinance

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 419

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING THE SAN LUIS CITY CODE, TITLE III, REVENUE AND FINANCE, CHAPTER 3.05 PURCHASING, SECTIONS 3.05.010, IN GENERAL, AND 3.05.080 PROFESSIONAL SERVICES TO CHANGE THE AMOUNTS AND PROCEDURES FOR PURCHASES; REPEALING ANY CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Mayor and City Council of the City of San Luis, Arizona, as follows:

Section 1: Title III, Revenue and Finance, Chapter 3.05, Purchasing, Section 3.05.010, In General, of the City Code of the City of San Luis, Arizona is hereby amended to read as follows:

§ 3.05.010 IN GENERAL

(A) Generally. The city's purchasing agent shall be the Finance Director or such other person or persons as may be designated by the City Manager. No purchase or contract for services of any kind or description, payment for which is to be made from funds of the city, shall be made by the purchasing agent or any officer, employee or agent of the city, except in the manner set forth in §§ 36.01 through 36.12 and unless the purchase is in accordance with the adopted budget. In determining the cost of a purchase or contract, capital lease purchase or contract purchase agreements shall have their value estimated as the cumulative total value of the contract expense to the city. Operating leases shall be valued at the cumulative total of lease payments for the anticipated rental period or for one year from the start of the lease for long-term items, whichever is less. Contracts for services shall be valued at the cumulative total of payments for the anticipated services or for one year from the start of the service contract, whichever is less

(B) Under \$10,000. Whenever any contemplated purchase or contract for service is for the sum of less than \$10,000, the requisitioning

department shall submit a written quote, or with the approval of the purchasing agent, a verbal quote, and the purchasing agent may order the item as needed without further formality. No purchase or contract for service pursuant to this subsection shall be made before approval by the purchasing agent.

(C) \$10,000 to \$44,999.99. Whenever any contemplated purchase or contract service for the sum of at least \$10,000 but not more than \$44,999.99, the requisitioning department, with the assistance of the purchasing department, shall solicit three written quotations (inclusive of all cost) from vendors and submit them to the purchasing department, for awarding to the lowest responsive quote. If three written quotations cannot be obtained, documentation showing vendors contacted that did not offer price quotations or explaining why price quotations were not obtained shall be maintained with the purchasing documents. No purchase or contract for service pursuant to this subsection shall be made before approval by the purchasing agent.

(D) \$45,000 and above. Whenever any contemplated purchase except for professional services as defined in § 36.08, is for the sum of \$45,000 or more, the purchasing agent shall cause to be published in two issues of a newspaper of general circulation, notice inviting sealed bids or requests for proposals, which notice shall be published at least five days before the date set for the receipt of the bids or proposals. The notice herein required shall include a general description of the articles to be purchased or services to be performed and the time and place for the opening of bids or proposals. In addition, the purchasing agent shall post a notice inviting bids or proposals in the city hall. Bids or proposals will be presented to Mayor and Council for award.

(E) State or federal contracts. If either state or federal law or state or federal contract require or provide for a procedure for the acquisition of equipment, supplies, materials, goods, work, or services different than the procedures provided for in this chapter, the provisions of the state or federal law or contract will prevail and supersede the provisions of this chapter.

(F) Procedures waived. For good cause, with the approval of the Council, formal purchase procedures may be waived.

Section 2: Title III, Revenue and Finance, Chapter 3.05, Purchasing, Section 3.05.080, In General, of the City Code of the City of San Luis, Arizona is hereby amended to read as follows:

3.05.080 Professional services.

Unless required by the Mayor and Council, the provisions of this chapter

shall not apply to professional services. These services include, but are not limited to, the following: Administrative or appellate hearing officers, appraisal, architectural, bond and municipal improvement district consulting, certified public accountant, clergy, dental, economic and environmental assessments, educator, employee benefits provider, employment, engineering, entertainers, financial, fireworks, indigent defense attorneys, instructors, interim consulting positions for personnel services, judicial appointments, legal, medical, nursing, physician, psychologist, senior meal and senior transportation programs, surveying, tax software, technological, title insurance, travel and tourism center or marketing efforts, and veterinarian and any healthcare-related affiliations. It also includes consulting services of persons with unique skills, abilities, training or experience. Contracts for professional services in excess of \$45,000 must be approved by the Mayor and Council

Section 3: In the event of a conflict between the provisions of this ordinance and any other ordinance, resolution, regulation, or policy of the City of San Luis, the conflicting provisions are hereby repealed, superseded, and replaced, and the provisions of this ordinance shall govern.

Section 4: If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions thereof.

Section 5. Whereas, this ordinance is immediately necessary to handle the city's financial matters efficiently, and it is necessary for the preservation of the peace, health and safety of the City of San Luis, Arizona, an emergency is declared to exist, and this ordinance shall become immediately operative and in force from and after the date of the posting of this ordinance.

PASSED, ADOPTED and APPROVED by the Mayor and City Council of the City of San Luis, Yuma County, Arizona this ____ day of July, 2021.

Gerardo Sanchez, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney

Sub Section	Dollar Amount Currently	Dollar Amount Proposed	Current Procedure	Proposed Procedure
B	Under \$5,000.00	Under \$10,000.00	Purchasing Agent without Formality	A written quote or verbal quote with the permission of the Purchasing Agent. The Purchasing Agent must approve service contracts.
C	\$5,000 to \$14,999.99	\$10,000.00 to 44,999.99	Lowest Responsive of 3 Verbal Quotes	Lowest Responsive of 3 Written Quotes
D	\$15,000.00 to \$34,999.99		Lowest Responsive of 3 Written Quotes (except service Contracts)	N/A
	N/A	\$45,000.00 and above	NA	Formal Bid (except professional service contracts)
E	\$35,000.00 and above	N/A	Formal Bid (except professional service contracts) and Council Approval	N/A
F	\$15,000.00 and above	N/A	Service contracts Council Approval	N/A

3.05.010 In general.

(A) *Generally.* The purchasing agent of the City shall be the Finance Director or such other person or persons as may be designated by the City Manager. No purchase or contract for services of any kind or description, payment for which is to be made from funds of the City, shall be made by the purchasing agent, or any officer, employee or agent of the City, except in the manner set forth in SLCC [3.05.010](#) through [3.05.120](#) and unless the purchase is in accordance with the adopted budget. In determining the cost of a purchase or contract, capital lease purchase or contract purchase agreements shall have their value estimated as the cumulative total value of the contract expense to the City. Operating leases shall be valued at the cumulative total of lease payments for the anticipated rental period or for one year from the start of the lease for long-term items, whichever is less.

(B) *Under \$5,000.* Whenever any contemplated purchase or contract for service is for the sum of less than \$5,000, the purchasing agent may order the item as needed without further formality.

(C) *\$5,000 to \$14,999.99 Inclusive.* Whenever any contemplated purchase is for the sum of at least \$5,000 but not more than \$14,999.99 the requisitioning department with the assistance of the Purchasing Department shall solicit three verbal quotes (inclusive of all cost) from vendors and submit them to the Purchasing Department, for awarding to the lowest responsive quote. Verbal quotes shall be documented and maintained on file in the purchasing records of the City. If three verbal quotations cannot be obtained, documentation showing vendors contacted that did not offer price quotations, or explaining why price quotations were not obtained, shall be maintained with the purchasing documents.

(D) *\$15,000 to \$34,999.99.* Whenever any contemplated purchase for the sum of at least \$15,000 but not more than \$35,000 the requisitioning department with the assistance of the Purchasing Department shall solicit three written quotations (inclusive of all cost) from vendors and submit them to the Purchasing Department, for awarding to the lowest responsive quote. If three written quotations cannot be obtained, documentation showing vendors contacted that did not offer price quotations, or explaining why price quotations were not obtained, shall be maintained with the purchasing documents.

(E) *\$35,000 and Above.* Whenever any contemplated purchase, except for professional services as defined in SLCC [3.05.080](#), is for the sum of \$35,000 or more, the purchasing agent shall cause to be published, in two issues of a newspaper of general circulation, notice inviting sealed bids or requests

for proposals, which notice shall be published at least five days prior to the date set for the receipt of the bids or proposals. The notice herein required shall include a general description of the articles to be purchased or services to be performed and the time and place for opening of bids or proposals. In addition, the purchasing agent shall post a notice inviting bids or proposals in the City Hall. Bids or proposals will be presented to Mayor and Council for award.

(F) *Mayor and Council.* No service contract of \$15,000 and above, or sealed bid or proposal above \$35,000 or more, shall be let except by the Mayor and Council. The purchasing agent shall present the bids or proposals to the Mayor and Council for the approval.

(G) *State or Federal Contracts.* In the event that either state or federal law or state or federal contract require or provide for a procedure for acquisition of equipment, supplies, materials, goods, work, or services different than the procedures provided for in this chapter, the provisions of the state or federal law or contract will prevail and supersede the provisions of this chapter.

(H) *Procedures Waived.* With the approval of the Council, formal purchase procedures may be waived. (Ord. 219 § 2, passed 1-12-2005; Res. 581 § 1, passed 1-12-2005. Code 1982 § 3-4-01. Code 2012 § 36.01.)

The San Luis City Code is current through Ordinance 408, passed January 13, 2021.

Disclaimer: The City Clerk's Office has the official version of the San Luis City Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

Note: This site does not support Internet Explorer. To view this site, Code Publishing Company recommends using one of the following browsers: Google Chrome, Firefox, or Safari.

[City Website: www.sanluisaz.gov](http://www.sanluisaz.gov)

[Code Publishing Company](#)

3.05.080 Professional services.

Unless required by the Mayor and Council, the provisions of this chapter shall not apply to professional services. These services include, but are not limited to, the following: physicians, attorneys, engineers and similar professions. Contracts for professional services in excess of \$15,000 must be approved by the Mayor and Council. (Ord. 219 § 2, passed 1-12-2005; Res. 581 § 1, passed 1-12-2005. Code 1982 § 3-4-08. Code 2012 § 36.08.)

The San Luis City Code is current through Ordinance 408, passed January 13, 2021.

Disclaimer: The City Clerk's Office has the official version of the San Luis City Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

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[City Website: www.sanluisaz.gov](http://www.sanluisaz.gov)

[Code Publishing Company](#)



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

9.

Meeting Date: 07/28/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

ITEM:

EXECUTIVE SESSION

Vote to hold Executive Session pursuant to A.R.S. § 38-431.03(A) subsections (1), (3), and (4) Discussion and possible action to hold an executive session pursuant to A.R.S. §§38-431.03(A)(1), (3) and (4) on any and all matters relating to the position and contract of the City Manager as delineated in the above-listed statutes and discussion and legal advice with the attorney or attorneys of the city regarding same. **(Council Member Luis Cabrera, Council Member Jose Ponce and Vice Mayor Africa Luna-Carrasco)**

SUMMARY:

Council Members Luis Cabrera, Jose Ponce and Vice Mayor Africa Luna-Carrasco requested that this item be placed on the Agenda for July 28, 2021.

see attachment for signature

Luis Cabrera, Council Member

see attachment for signature

Jose Ponce, Council Member

see attachment for signature

Africa Luna-Carrasco, Vice Mayor

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO HOLD AN EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A) SUBSECTIONS (1), (3) and (4).

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):

There is no fiscal impact associated with this item because A.R.S. § 38-431.03(D) states "Legal action involving a final vote or decision shall not be taken at an executive session[.]"

Attachments

Signed AIR Form 1

AGENDA ITEM REVIEW FORM

Regular City Council Meeting

Meeting Date: 08/11/2021

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

RECEIVED

JUL 27 2021

Office of the City Clerk
City of San Luis, Arizona

ITEM:

EXECUTIVE SESSION

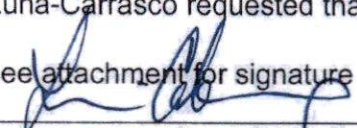
Vote to hold an Executive Session pursuant to A.R.S. §§ 38-431.03(A)(1), 38-431.03(A)(3) and 38-431.03(A)(4)

Discussion and possible action to hold an executive session pursuant to A.R.S. §§38-431.03(A)(1), 38-431.03(A)(3) and 38-431.03(A)(4) on any and all matters relating to the position and contract of the City Manager as delineated in the above-listed statutes and/or discussion and legal advice with the attorney or attorneys of the city regarding same. **(Council Member Luis Cabrera, Council Member Jose Ponce and Africa Luna-Carrasco)**

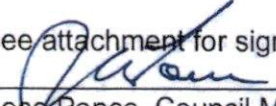
SUMMARY:

Council Member Luis Cabrera, Council Member Jose Ponce and Vice Mayor Africa Luna-Carrasco requested that this item be placed on the Agenda for July 28, 2021.


see attachment for signature


Luis Cabrera, Council Member

see attachment for signature


Jose Ponce, Council Member

see attachment for signature


Africa Luna-Carrasco, Vice Mayor

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO HOLD AN EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A) SUBSECTIONS (1), (3) AND (4).

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.



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

11. A.

Meeting Date: 07/28/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the position and contract of the City Manager. **(Council Member Luis Cabrera, Council Member Jose Ponce, and Vice Mayor Africa Luna-Carrasco)**

SUMMARY:

Council Member Luis Cabrera, Council Member Jose Ponce and Vice Mayor Africa Luna-Carrasco requested that this item be placed on the Agenda for July 28, 2021.

see attachment for signature

Luis Cabrera, Council Member

see attachment for signature

Jose Ponce, Council Member

see attachment for signature

Africa Luna-Carrasco, Vice Mayo

RECOMMENDATION / SUGGESTED MOTION:

No suggested motion at this time. Council may make such motion as Council may desire regarding the matter listed on the agenda.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	TBD
CITY/STATE/FEDERAL FUNDS:	TBD
TOTAL:	TBD
BUDGETED AMOUNT:	TBD
AVAILABLE AMOUNT TO TRANSFER:	TBD
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	TBD

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

To be determined.

Attachments

Signed AIR Form 2

AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6.0.

Meeting Date: 08/11/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

RECEIVED

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

JUL 27 2021

Office of the City Clerk
City of San Luis, Arizona

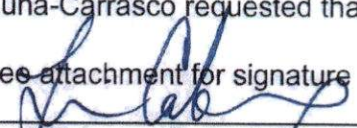
ITEM:

Discussion and possible action on any and all matters regarding the position and contract of the City Manager. **(Council Members Luis Cabrera, Council Member Jose Ponce, and Vice Mayor Africa Luna-Carrasco)**

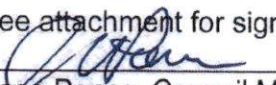
SUMMARY:

Council Member Luis Cabrera, Council Member Jose Ponce and Vice Mayor Africa Luna-Carrasco requested that this item be placed on the Agenda for July 28, 2021.

see attachment for signature


Luis Cabrera, Council Member

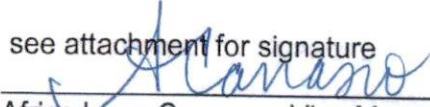
see attachment for signature


Jose Ponce, Council Member

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO _____

see attachment for signature


Africa Luna-Carrasco, Vice Mayor

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO _____

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM?	TBD
CITY/STATE/FEDERAL FUNDS:	TBD
TOTAL:	TBD
BUDGETED AMOUNT:	TBD
AVAILABLE AMOUNT TO TRANSFER:	TBD
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	TBD
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):	
To be determined.	



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

12.

Meeting Date: 07/28/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

ITEM:

EXECUTIVE SESSION

Vote to hold Executive Session pursuant to A.R.S. § 38-431.03(A) subsections (1), (3), and (4) Discussion and possible action to hold an executive session pursuant to A.R.S. §38-431.03(A) subsections (1), (3) and (4) on any and all matters relating to the position of City Manager and the recruitment, employment, assignment, appointment, and salaries of the position, including the possible appointment of Interim City Manager, and consultation with the attorney or attorneys of the City regarding same. **(Council Member Luis Cabrera, Council Member Jose Ponce, and Vice Mayor Africa Luna-Carrasco)**

SUMMARY:

Council Member Luis Cabrera, Council Member Jose Ponce and Vice Mayor Africa Luna-Carrasco requested that this item be placed on the Agenda for July 28, 2021.

see attachment for signature

Luis Cabrera, Council Member

see attachment for signature

Jose Ponce, Council Member

see attached for signature

Africa Luna-Carrasco, Vice-Mayor

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO HOLD AN EXECUTIVE SESSION PURSUANT TO A.R.S. §38-431.03(A) SUBSECTIONS (1), (3) AND (4).

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	No
CITY/STATE/FEDERAL FUNDS:	None
TOTAL:	0
BUDGETED AMOUNT:	0

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 at this time.

Attachments

Signed AIR Form 3

AGENDA ITEM REVIEW FORM

Regular City Council Meeting

Meeting Date: 08/11/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

RECEIVED

JUL 27 2021

Office of the City Clerk
City of San Luis, Arizona

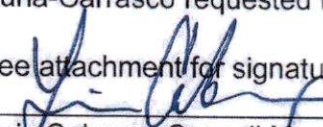
ITEM:

Discussion and possible action to hold an executive session pursuant to A.R.S. §38-431.03(A) subsections (1), (3) and (4) on any and all matters relating to the position of City Manager and the recruitment, employment, assignment, appointment, and/or salaries of the position, including the possible appointment of Interim City Manager, and consultation with the attorney or attorneys of the City regarding same. (Council Member Luis Cabrera, Council Member Jose Ponce, and Vice Mayor Africa Luna-Carrasco)

SUMMARY:

Council Member Luis Cabrera, Council Member Jose Ponce and Vice Mayor Africa Luna-Carrasco requested that this item be placed on the Agenda for July 28, 2021.

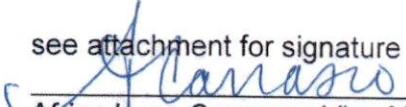
see attachment for signature


Luis Cabrera, Council Member

see attachment for signature


Jose Ponce, Council Member

see attachment for signature



Affrica Luna-Carrasco, Vice Mayor

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO HOLD AN EXECUTIVE SESSION AS STATED IN THE AGENDA

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM?	No
CITY/STATE/FEDERAL FUNDS:	None
TOTAL:	0
BUDGETED AMOUNT:	0
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 at this time.



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

14. A.

Meeting Date: 07/28/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

ITEM:

Discussion and possible action regarding any and all matters relating to the position of City Manager and the recruitment, employment, assignment, appointment, and/or salaries of the position, including possible action appointing an Interim City Manager. **(Council Member Luis Cabrera, Council Member Jose Ponce, and Vice Mayor Africa Luna-Carrasco)**

SUMMARY:

Council Members Luis Cabrera, Jose Ponce, and Vice Mayor Africa Luna-Carrasco requested that this item be placed on the Agenda for July 28, 2021.

see attachment for signature

Luis Cabrera, Council Member

see attachment for signature

Jose Ponce, Council Member

see attachment for signature

Africa Luna-Carrasco, Vice Mayor

RECOMMENDATION / SUGGESTED MOTION:

No suggested motion at this time. Council may make such motion as Council may desire regarding the matter listed on the agenda.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: TBD

CITY/STATE/FEDERAL FUNDS: TBD

TOTAL: TBD

BUDGETED AMOUNT: TBD

AVAILABLE AMOUNT TO TRANSFER: TBD

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: TBD

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

To be determined

Attachments

Signed AIR Form 4

AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. 0.

Meeting Date: 08/11/2021

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

RECEIVED

JUL 27 2021

Office of the City Clerk
City of San Luis, Arizona

ITEM:

Discussion and possible action regarding any and all matters related to the position of the City Manager and the recruitment, employment, assignment, and appointment, of the position, including possible action to appoint an Interim City Manager. **(Council Members Luis Cabrera, Council Member Jose Ponce, and Vice Mayor Africa Luna-Carrasco)**

SUMMARY:

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Council Member Luis Cabrera, Council Member Jose Ponce and Vice Mayor Africa Luna-Carrasco requested that this item be placed on the Agenda for July 28, 2021.


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TOTAL:	TBD
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ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	TBD
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):	
To be determined	
