

MINUTES
Regular Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
May 25, 2022
7:00 p.m.

1. CALL TO ORDER/ROLL CALL

Vice Mayor Mario Buchanan Jr. called the Regular City Council meeting to order at approximately 7:01 p.m.

PRESENT: Vice Mayor Mario Buchanan Jr.
Council Africa Luna-Carrasco (via Zoom)
Council Member Matias Rosales
Council Member Gloria Torres

ABSENT: Mayor Gerardo Sanchez
Council Member Luis Cabrera
Council Member Jose Ponce

OTHERS PRESENT: Lizandro Galaviz,
Kay Macuil, City Attorney
Sonia Cornelio, City Clerk
Angel Ramirez, Fire Chief
Eulogio Vera, Director of Public Works
Gilberto Torres, Wastewater Supervisor
Jenny Torres, Economic Development Manager
Jorge Perez, Assistant Director of Public Works
Jose Santiago, Maintenance Specialist
Jose Luis Cisneros, Executive Assistant
Leandro Valenzuela, Wastewater Plant Operator
Lupita Ochoa, Human Resources Coordinator
Marco Santana, Police Lieutenant
Maria Barajas, Human Resources Coordinator
Melissa Lopez, Deputy City Clerk
Michelle Boucher, Administrative Coordinator
Monica Castro, Director of Finance
Nancy Juarez, Administrative Coordinator
Nigel Reynoso, Police Lieutenant
Omar Velasquez, Parks Supervisor
Osvaldo Rodriguez, Lead Custodian
Richard Bauermann, Fire Inspector
Rogelio Martinez, Administrative Coordinator
Ruben Lopez, I.T. Technician
Yolanda Dueñas, Facilities Supervisor
Christian Cuevas, Simultaneous Translator

Cesar Neyoy, Reporter
Lucy Lopez, Reporter

2. PLEDGE OF ALLEGIANCE

Council Member Matias Rosales led the Pledge of Allegiance.

3. INVOCATION

Mr. Nigel Reynoso, Police Lieutenant, led the invocation.

4. PROCLAMATION/PRESENTATION

4. A. Proclamation - Men's Health Month June 2022

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Vice Mayor Mario Buchanan Jr. added that it is never too late to start incorporating healthier habits into your daily life, he encouraged all to help increase the awareness of the importance of a healthy, active lifestyle and routine medical check-ups to ensure strong families and communities.

4. B. Presentation and recognition of the 2022 1st Quarter Awardees by the Employee Recognition and Awards Program (ERAP) for their outstanding work with the City of San Luis. (Maria Barajas, HR Coordinator)

Ms. Maria Barajas, Human Resources Coordinator, presented the certificates to recipients.

Vice Mayor Mario Buchanan Jr. congratulated and thanked all awardees.

5. CONSENT AGENDA

5. A. MINUTES OF

- Work Session held May 4, 2022
- Regular Council meeting held May 11, 2022
- Budget Retreat held May 14, 2022

5. B. Disbursements from May 3, 2022 to May 16, 2022

Total Disbursements \$1,390,406.87

(One Million, Three Hundred Ninety Thousand, Four Hundred Six Dollars and Eighty-Seven Cents)

5. C. Discussion and possible action on any and all matters regarding the fiscal year 2022-2023 budget for City Council's contracts, contributions, sponsorships, dues, and subscriptions. (Lizandro Galaviz, Acting City Manager)

5. D. Discussion and possible action on any and all matters regarding the contract with Arizona Interagency Farmworkers Coalition, Inc for Fiscal Year 2022-2023. (Lizandro Galaviz, Acting City Manager)

5. E. Discussion and possible action on any and all matters regarding the contract with the Comité De Bien Estar for the Cancer Support Group of Yuma County for Fiscal Year 2022-2023. (Lizandro Galaviz, Acting City Manager)

5. F. Discussion and possible action on any and all matters regarding the contract with the Comité De Bien Estar, Inc. for the Off-Road Expo event in San Luis, Arizona for the fiscal year 2022-2023. (Lizandro Galaviz, Acting City Manager)

MOTION: Council Member Gloria Torres/Council Member Matias Rosales to approve the Consent Agenda as presented. Motion passed unanimously.
The vote was as follows:

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

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

6. A. Discussion and possible update on any and all matters regarding the award of Construction Contract for Fire Station #2 to Merrill Development LLC. (Angel Ramirez, Fire Chief)

Mr. Angel Ramirez, Fire Chief, stated that staff is seeking approval of a construction contract to build Fire Station #2. This project has been in the making for the past two (2) years. He added that Fire Station #2 will provide better response times and meet the growing needs of the City of San Luis. The city published an invitation for bids for the construction of Fire Station #2 on March 24th through 25th 2022 and again from March 31st through April 1st, 2022. Bids were to be received no later than May 19th at 1300 hours. On May 19th staff confirmed receipt of bids from three interested bidders, Merrill Development LLC, Pilkington Contracting Company, LLC and Yuma Valley Contractors, Inc. The lowest responsible bidder is Merrill Development, LLC.

MOTION: Council Member Matias Rosales/Council Member Africa Luna-Carrasco to award the Fire Station #2 construction bid to Merrill Development, LLC in an amount not to exceed \$1,091,088.00. Motion passed unanimously.

The vote was as follows:

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

6. B. Discussion and possible action on any and all matters regarding a contract with James Davey and Associates, Inc., to provide engineering services for the Mesa Street Improvements Project. (Jenny Torres, Economic Development Manager)

Ms. Jenny Torres, Economic Development Manager, explained that the Arizona Department of Housing (ADOH) awarded a Community Development Block Grant (CDBG) of \$626,215.00 to the City of San Luis for the Mesa Street Improvements. The scope of work includes the construction of removal and re-pavement of streets, curb and gutter, sidewalks, driveways and installation of a retaining wall. The project will benefit 58% of low to moderate-income residents. The schedule for the project is to begin the bid process in May, start construction in August and complete the project by the end of the year. The City of San Luis will require assistance in the construction administration of the project. James Davey and Associates submitted a proposal that includes additional design services due to changes in the original project scope and engineering construction administration in the amount of \$91,140.00.

MOTION: Council Member Gloria Torres/Council Member Matias Rosales to approve the contract with James Davey and Associates, Inc. in the amount of \$91,140.00 for Engineering Services as presented. Motion passed unanimously.

The vote was as follows:

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

6. C. Discussion and possible action on any and all matters regarding Council ratification of an emergency purchase of a new Solid Waste – Side loader truck. (Eulogio Vera, Director of Public Works)

Mr. Jorge Perez, Assistant Director of Public Works, indicated that the Public Works Department had an urgent requirement to immediately move forward with a purchase of a new Solid Waste - Side loader truck to maintain the residential trash collection service for the residents of the City of San Luis. This new truck is being procured through a State Contract with RWC International, LTD, which provided a quote for a new Dennis Eagle cabin and chassis with a Spartan 300 Full Ejected Side Loader for a total cost of \$409,311.87. This purchase falls under the provisions of City Code 3.05.090 Cooperative Purchasing.

Furthermore, the Solid Waste Division was approved for \$312,530.00 for the purchase of a new truck for fiscal year 2021-2022, which was ordered back in July 2021. Due to the supply-chain issues, this truck is not scheduled for delivery until December 2022. The department has been struggling with deficiencies in the current fleet of trucks and started exploring options to mitigate the problems and continue to provide the needed service for the residents of San Luis.

RWC International in conjunction with Spartan Truck Company offered the city the option of the Dennis Eagle truck with the Spartan Side Loader system and is committed to fulfilling the purchase of this truck before the end of the ongoing fiscal year.

MOTION: Council Member Matias Rosales/Council Member Gloria Torres to ratify Purchase Order No. 2022-00003785 in the amount of \$409,311.87 for the purchase of a new solid waste-side loader truck from RWC International, LTD and authorize the transfer of budget authority as stated in the fiscal statement of this item. Motion passed unanimously.

The vote was as follows:

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

6. D. Discussion and possible action on any and all matters regarding Council ratification of an emergency contract with Desert Excavating Inc. to lower and relocate water lines on north 4th Avenue. (Eulogio Vera, Director of Public Works)

Mr. Jorge Perez, Assistant Director of Public Works, stated that this item is for ratification for an emergency contract with Desert Excavating Inc. for the lowering and relocate of a waterline for the project on 4th Avenue. Due to the emergency nature of the water line lowering and reconfiguration (needed to mitigate adverse impact to the schedule and cost of the ongoing contract for realignment of north 4th Avenue), the Public Works Department could not wait for Council approval to proceed with the water line lowering and reconfiguration. Consequently, on April 28, 2022, the Department pursued and obtained the concurrence of the City Manager to proceed with the execution of a contract with Desert Excavating Inc., under the provisions of City Code 3.05.060 for emergency purchase actions. The contract between the City of San Luis and Desert Excavating Inc. was signed/executed on April 28, 2022. Council ratification of the City Manager's emergency approval is now required.

MOTION: Council Member Matias Rosales/Council Member Africa Luna-Carrasco under the provisions of City Code 3.05.060 to ratify award of an emergency contract in the amount of \$112,688.00 to Desert Excavating, Inc. and to waive formal purchasing procedures per City Code 3.05.010 (F) for the good cause presented. Motion passed unanimously.

The vote was as follows:

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

6. E. Discussion and possible action on any and all matters regarding the award of a Construction Contract for the East San Luis Community Park County 24th Street Improvements. (Eulogio Vera, Director of Public Works)

Mr. Jorge Perez, Assistant Director of Public Works, explained that the improvements are pertaining to the road at the East San Luis Community Park. Two (2) bids were received for this project and staff recommends awarding to the lowest responsible bidder who is Gutierrez Canales Engineering, PC in the amount of \$527,777.37.

MOTION: Council Member Matias Rosales/Council Member Africa Luna-Carrasco to approve the award of a construction contract for the East San Luis Community Park County 24th Street Improvement project to Gutierrez Canales Engineering, PC in the amount of \$527,777.37 and authorize the use of funds as stated in the fiscal impact of this item. Motion passed unanimously.

The vote was as follows:

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

6. F. Discussion and possible action on any and all matters regarding Order No. 2022-06. An Order of the Mayor and City Council of the City of San Luis, Arizona, implementing American Rescue Plan Act Funds for household assistance through a utility aid program and authorizing and directing the entering into an agreement with Western Arizona Council of Governments ("WACOG") to administer eligibility screening and other administrative services to reduce the negative economic impacts of the COVID-19 public health emergency. (Edgar Esparza, Acting Billing & Collections Manager)

Mr. Edgar Esparza, Acting Billing & Collections Manager, explained that the Billing & Collections Division has been working on establishing a low to moderate-income utility aid program for assistance to households to cope with the lingering negative economic impacts of the COVID-19 public health emergency. The utility aid program will implement a utility aid program created by the federal American Rescue Plan Act (ARPA) and using the city's ARPA fund allocation and the \$50,000.00 designated by the city under Order No. 2022-01. Staff looked into the options with local non-profits to administer the eligibility portion of the program and also the possibility of staff administering the entire program. After negotiations, Western Arizona Council of Governments (WACOG) was agreeable to ten percent (10%) or \$5,000.00 to administer the eligibility portion of the program. WACOG is a well-recognized non-profit organization that is dedicated to serve low-income households in Yuma County, Mohave, and La Paz. WACOG currently manages similar programs for our neighboring cities of Somerton and Yuma.

He added that under the agreement, WACOG is asking to keep 10% (\$5,000.00) of the funding to cover administrative costs while the remaining 90% (\$45,000.00) of the funding will go directly to the residents of San Luis in the form of utility assistance. Also, WACOG is going to be responsible for managing and ensuring customer eligibility under ARPA regulations. In order for customers to apply for the program, they will have to be referred by Billing & Collections personnel to WACOG to determine customer's eligibility. Also, eligible residents are going to be able to obtain no more than two (2) vouchers for a total of \$250.00 assistance per a twelve-month period. Such vouchers are going to be emailed directly to the Billing & Collections Division. Within fifteen (15) calendar days after the end of each month, WACOG is going to send a check for the amount equal to the aggregate value of the vouchers distributed in the program for the preceding month.

MOTION: Council Member Gloria Torres/Council Member Africa Luna-Carrasco to approve Order No. 2022-06 as presented. Motion passed unanimously.

The vote was as follows:

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

6. G. Discussion and possible action on any and all matters regarding Order No. 2022-07. An order of the Mayor and City Council of the City of San Luis, Arizona, authorizing the extension of the public safety first responders emergency pay; repealing any conflicting provisions; and providing for severability. (Lizandro Galaviz, Acting City Manager and Monica Castro, Finance Director)

Mr. Lizandro Galaviz, Acting City Manager, stated that the Mayor and City Council had approved this order and will be ending this fiscal year. Staff is recommending that this order be extended to until the next fiscal year with the option that at any time the Mayor and City Council can end the date.

MOTION: Council Member Matias Rosales/Council Member Africa Luna-Carrasco to approve Order No. 2022-07 as presented. Motion passed unanimously.

The vote was as follows:

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

6. H. Discussion and possible action on any and all matters regarding Resolution No. 2218. A resolution of the Mayor and City Council of the City of San Luis, Arizona, approving and adopting the Intergovernmental Agreement between the City of San Luis and Yuma Union High School District (YUHSD) #70 for funds supporting the San Luis Police Department's participation in the School Resource Officer overtime assignment at the San Luis High School. (Richard Jessup, Chief of Police)

Mr. Nigel Reynoso, Police Lieutenant, mentioned that staff is seeking approval for the Intergovernmental Agreement with Yuma Union High School District for the overtime of the School Resource Officer at San Luis High School. This agreement is for a period of three (3) years expiring on June 30, 2025.

MOTION: Council Member Matias Rosales/Council Member Africa Luna-Carrasco to approve Resolution No. 2218 as presented. Motion passed unanimously.

The vote was as follows:

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

7. SUMMARY OF CURRENT EVENTS

Council Member Matias Rosales reported that he attended the Innovating Commerce Serving Communities (ICSC) Expo in Las Vegas with other staff members. This Expo was very well attended and added that they had the opportunity to meet with different franchises. On a separate note, he congratulated all the graduates of Class 2022.

8. CALL TO THE PUBLIC

Ms. Selena Guzman, resident, mentioned that she wanted to address the City Council on a permit she had requested regarding a food truck. She was provided with a list of the requirements for the permit. It has now been five (5) months and today she received a call from Mr. Edgar Esparza stating that the permit was rejected and not authorized to get the license due to Mr. Jose Guzman stating that the location where they wanted to set up their food truck does not have a parking lot. She added that she needs more information on how to move forward with this request since she has all the documents on file.

Vice Mayor Mario Buchanan Jr. directed Mr. Lizandro Galaviz, Acting City Manager, to look into matter.

9. ADJOURNMENT

MOTION: Council Member Matias Rosales/Council Member Gloria Torres to adjourn the Regular Council meeting at approximately 7:42 p.m. Motion passed unanimously.

The vote was as follows:

Vice Mayor Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	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 May 25, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk