



## 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, September 28, 2022. 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 or 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 Septiembre del 2022. 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 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 AGENDA  
9/27/2022**

**AGENDA  
Regular Meeting  
San Luis City Council  
San Luis Council Chambers  
1090 E. Union Street  
San Luis, AZ 85349  
September 28, 2022  
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 September 28, 2022 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 Septiembre del 2022, 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. PROCLAMATIONS**
  - 4. A.** - National Custodian Workers Recognition Day October 2, 2022
  - 4. B.** - Breast Cancer Awareness Month October 2022
  - 4. C.** - Bullying Prevention Month October 2022

4. D. - Domestic Violence Awareness Month October 2022

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 September 7, 2022
- Regular Council meeting held September 14, 2022

5. B. **Disbursements from September 7, 2022 to September 19, 2022**

Total Disbursements \$899,286.77

(Eight Hundred Ninety-Nine Thousand, Two Hundred Eighty-Six Dollars and Seventy-Seven Cents)

5. C. Discussion and possible action on any and all matters regarding the purchase and installation of decorative lights on Main Street. **(Lizandro Galaviz, Acting City Manager)**

5. D. Discussion and possible action on any and all matters regarding the placement of an International Peace Pole to be donated by the San Luis FRONTERA Rotary Club. **(Lizandro Galaviz, Acting City Manager)**

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

6. A. Discussion and possible action on any and all matters regarding the engagement of James Davey and Associates, Inc. for the design of Well Site #5 Improvements. **(Eulogio Vera, Director of Public Works)**

6. B. Discussion and possible action on any and all matters regarding authorization to reallocate budget items to address shortfalls and cost increases in the Capital Projects Budget. **(Monica Castro, Director of Finance)**

6. C. Discussion and possible action on any and all matters regarding the final design and placement location of the City of San Luis Tourism Letters. **(Lizandro Galaviz, Acting City Manager)**

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. ADJOURNMENT**



# PROCLAMATION

**Regular City Council Meeting**

**4. A.**

Meeting Date: 09/28/2022

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Title:

- National Custodian Workers Recognition Day October 2, 2022

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Attachments

Proclamation

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# *Proclamation*

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

## **NATIONAL CUSTODIAN WORKERS RECOGNITION DAY October 2, 2022**

**WHEREAS**, custodial workers work behind the scenes and are often unappreciated for the hard work that they do day after day keeping schools, hospitals, office buildings, museums, churches, etc., clean and well maintained; and

**WHEREAS**, these people are an important part of the success of many businesses as a clean, well maintained, and an operational building is a reflection on the business itself; and

**WHEREAS**, the City's Facilities Department always strives to keep the City's buildings and offices well maintained and cleaned; and

**WHEREAS**, October 2<sup>nd</sup> has traditionally been designated as National Custodian Workers Recognition Day in the United States; and

**NOW, THEREFORE, BE IT RESOLVED**, that, I, Gerardo Sanchez, Mayor of the City of San Luis, do hereby proclaim October 2, 2022, as "**National Custodian Workers Recognition Day**", thanking and recognizing the appreciation to the employees who keep our offices and workplaces across the nation clean and sanitized, especially the custodians throughout this municipality.

**DATED** this 28<sup>th</sup> day of September 2022.

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

**ATTEST:**

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



# PROCLAMATION

**Regular City Council Meeting**

**4. B.**

Meeting Date: 09/28/2022

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Title:

- Breast Cancer Awareness Month October 2022

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Attachments

Proclamation

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OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

# *Proclamation*

## **BREAST CANCER AWARENESS MONTH**

### **October 2022**

**WHEREAS**, breast cancer is the second most commonly diagnosed form of cancer for women in the United States and remains the second leading cause of cancer death among American women; and

**WHEREAS**, mammography, an “x-ray of the breast,” is recognized as the single most effective method of detecting breast changes long before physical symptoms can be seen or felt. Early detection and improved treatment is believed to have significantly reduced the number of deaths caused by breast cancer; and

**WHEREAS**, researchers, scientists, and numerous nonprofit organizations are dedicated to discovering the cure for breast cancer. During the month of October, we acknowledge the extraordinary commitment and effort invested in this cause; and

**WHEREAS**, we recognize that over two and a half million Americans are breast cancer survivors that give us hope of a better future.

**NOW THEREFORE, BE IT RESOLVED**, that, I Gerardo Sanchez, Mayor of the City of San Luis, do hereby proclaim October 2022, as “**Breast Cancer Awareness Month**” in the City of San Luis and encourage all residents of this city to support the education, prevention, and treatment efforts of those fighting this disease.

**DATED** this 28<sup>th</sup> day of September 2022.

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Gerardo Sanchez, Mayor

**ATTEST:**

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Sonia Cornelio, City Clerk



# PROCLAMATION

**Regular City Council Meeting**

**4. C.**

Meeting Date: 09/28/2022

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Title:

- Bullying Prevention Month October 2022

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## Attachments

Proclamation

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# *Proclamation*

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

## **BULLYING PREVENTION MONTH October 2022**

**WHEREAS**, bullying is physical, verbal, sexual or emotional harm or intimidation intentionally directed at a person or group of people; and

**WHEREAS**, bullying occurs in neighborhoods, playgrounds, schools and through technology, such as the internet and cell phones; and

**WHEREAS**, various researchers have concluded that bullying is the most common form of violence, affecting millions of American children and teenagers annually; and

**WHEREAS**, targets of bullying are more likely to acquire physical, emotional and learning problems and students who are repeatedly bullied often fear such activities as riding the bus, going to school and attending community activities; and

**WHEREAS**, children who bully are at greater risk of engaging in more serious violent behaviors; and

**WHEREAS**, children who witness bullying often feel less secure, more fearful and intimidated.

**NOW, THEREFORE, BE IT RESOLVED**, that, I, Gerardo Sanchez, Mayor of the the City of San Luis, do hereby proclaim October 2022, as “**Bullying Prevention Month**” and encourage all schools, students, parents, recreation institutions, community and faith-based organizations to engage in a variety of awareness and prevention activities designed to make our community safer for all children and adolescents.

**DATED** this 28<sup>th</sup> day of September 2022.

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

**ATTEST:**

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



# PROCLAMATION

**Regular City Council Meeting**

**4. D.**

Meeting Date: 09/28/2022

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Title:

- Domestic Violence Awareness Month October 2022

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Attachments

Proclamation

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OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

# *Proclamation*

## DOMESTIC VIOLENCE AWARENESS MONTH

### October 2022

**WHEREAS**, the crime of domestic violence violates an individual's privacy and dignity, security, and humanity, due to systematic use of physical, emotional, sexual, psychological, and economic control and/or abuse, including abuse to children and the elderly; and

**WHEREAS**, the problems of domestic violence are not confined to any group or groups of people, but cut across all economic, racial, and societal barriers, and are supported by societal indifferences, and

**WHEREAS**, when a family member is abused, it can have long-term damaging effects on the victim that also leave a mark on family, friends, and the community at large;

**WHEREAS**, families are indispensable to a stable society, and they should be a place of support to instill responsibility and values in the next generation;

**WHEREAS**, the impact of domestic violence is wide-ranging, directly affecting individuals and society as a whole, in this community, throughout the State of Arizona, the United States, and the world; and

**WHEREAS**, it is important to recognize the compassion and dedication of the individuals who provide services to victims of domestic violence and work to increase public understanding of this significant problem; and

**WHEREAS**, only a coordinated community effort will put a stop to this terrible crime; and

**WHEREAS**, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims.

**NOW, THEREFORE, BE IT RESOLVED**, that, I Gerardo Sanchez, Mayor of the City of San Luis, do hereby proclaim October 2022, as Domestic Violence Awareness Month, in recognition of victims of domestic violence and those who serve them during this month and throughout the year.

**DATED** this 28<sup>th</sup> day of September 2022.

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

**ATTEST:**

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



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

5. A.

Meeting Date: 09/28/2022

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#### Summary

#### **MINUTES OF**

- Work Session held September 7, 2022
  - Regular Council meeting held September 14, 2022
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#### Attachments

9/7/2022 WS

9/14/2022 RCM

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**MINUTES**  
**Work Session**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**September 7, 2022**  
**6:30 p.m.**

**1. CALL TO ORDER/ROLL CALL**

Mayor Gerardo Sanchez called the Work Session to order at approximately 6:34 p.m.

**PRESENT:** Mayor Gerardo Sanchez  
Vice-Mayor Mario Buchanan Jr.  
Council Member Gloria Torres  
Council Member Matias Rosales  
Council Member Jose Ponce  
Council Member Luis Cabrera

**ABSENT:** Council Member Africa Luna-Carrasco

**OTHERS PRESENT:** Lizandro Galaviz, Acting City Manager (via Zoom)  
Kay Marion Macuil, City Attorney  
Sonia Cornelio, City Clerk  
Adela Cortez, Director of Human Resources (via Zoom)  
Crystal Ochoa, Assistant to Council/PIO  
Edgar Esparza, Billing & Collections Manager  
Jenny Torres, Economic Development Manager  
Jorge Perez, Assistant Director of Public Works  
Jose L. Cisneros, Executive Assistant  
Marco Santana, Police Lieutenant  
Maria Sabori, Risk Manager  
Richard Jessup, Chief of Police  
Ruben Lopez, I.T. Technician  
Nieves Riedel, Mayor Elect & Riedel Construction

**2. ITEMS FOR DISCUSSION ONLY:**

**2. A. Discussion and possible directions to staff on any and all matters regarding the placement of an International Peace Pole to be donated by the San Luis FRONTERA Rotary Club. (Lizandro Galaviz, Acting City Manager)**

Mr. Lizandro Galaviz, Acting City Manager, informed that the San Luis FRONTERA Rotary Club along with the clubs from Somerton and Yuma would like to dedicate a Peace Pole in San Luis, Arizona. He explained that this is an international project that the rotary has taken; the pole symbolizes peace in the communities, nation, and neighbors.

He stated that this Peace Pole would sit on Main Street, which would be located next to the future projected letters for San Luis, AZ, unless there are other ideas from the City Council.

Mayor Gerardo Sanchez directed Mr. Galaviz to proceed with this project. There were no comments from the members of the City Council.

**2. B. Discussion and possible directions to staff on any and all matters regarding the purchase and installation of decorative lights on Main Street. (Lizandro Galaviz, Acting City Manager)**

Mr. Lizandro Galaviz, Acting City Manager, informed that staff has been looking at the different options for improving Main Street. He stated that staff has expressed their interest in holding some events there for this fiscal year. Mr. Galaviz presented to the Mayor and City Council a proposed project to decorate Main Street from Urtuzuastegui Street to D Street. This project would provide light and aesthetics to the Downtown area to make it more welcoming in the evening and bring different perspectives and beautify Main Street. With this project, staff is also showing the Downtown businesses that the city is committed to helping them attract more people to this area.

Council Member Luis Cabrera asked if this light would be installed just for the holiday season or year-round.

Mr. Galaviz replied that idea is to have them installed year-round and at the same time change the light color in the future for different holidays and celebrations.

Mayor Gerardo Sanchez directed Mr. Galaviz to proceed with this project. There were further comments from the members of the City Council.

**2. C. Discussion and possible directions to staff on any and all matters regarding Order No. 2022-11. An Order of the Mayor and City Council of the City of San Luis, Arizona, adopting the City of San Luis Use of City Vehicles Policy; repealing conflicting provisions; and providing for severability. (Adela Cortez, Director of Human Resources, and Maria Sabori, Risk Manager)**

Ms. Maria Sabori, Risk Manager, presented the proposed City of San Luis Use of City Vehicles Policy. She informed Mayor and City Council that currently, the city does not have a vehicle policy that can assist in establishing standard procedures for the City of San Luis employees or any authorized personnel assigned or using city-owned or leased vehicles. She mentioned that the policy is intended to ensure the safety and well-being of city employees, facilitate the efficient and effective use of city resources, minimize the city's exposure to liability, and monitor the use of city vehicles.

Furthermore, Ms. Sabori informed that to put this policy together, staff looked at other municipalities' procedures and met with department directors with bigger fleets to obtain their input regarding the policy; the Arizona Municipal Risk Retention Pool attorney also reviewed the proposed policy. She stated that staff is requested the council's direction and recommendation.

Mayor Gerardo Sanchez agreed with staff and stated that the city does need a policy such as the one presented.

Council Member Luis Cabrera asked if the policy includes what is considered unauthorized use.

Ms. Sabori replied that a section in the policy states that personal use is prohibited. Still, there are situations where employees can take the vehicles home because it is part of their job duties, such as, on-call employees where they need to take the vehicles home with a non-routine stop on an emergency basis, which would be allowed and authorized by the City Manager if a stop is required. The policy does specify personal use as well as there is a section where it will enable family members to ride a city vehicle if they are going to travel with the employee, they would have to complete a form, to be able to ride along with the employee for training and the City Manager would authorize that before that happens, this is something already in place.

Mayor Gerardo Sanchez asked Ms. Sabori to proceed with this item. There were no further comments from members of the City Council.

**2. D. Discussion and possible directions to staff on any and all matters regarding the implementation of a recycling program in the City of San Luis, Arizona. (Council Member Gloria Torres and Eulogio Vera, Director of Public Works)**

Council Member Gloria Torres said she had brought this item before for discussion. She emphasized the need for a recycling program in the City of San Luis; she asked if something could be done to help the environment. She mentioned that she understands that a recycling program would be costly to the city, but something needs to be done. She stated that the city had a pilot recycling program in Los Alamos and Los Jardines Subdivisions and asked how those programs are doing.

Mr. Jorge Perez, Assistant Director of Public Works, commented that Los Alamos and Los Jardines Subdivisions started as a pilot program for recycling back in 2018, where Somerton had a recycling facility, and there was an agreement between both municipalities for the city to take all recyclable material to their facility. When COVID-19 hit, Somerton decided to shut down its facility, so the city stopped the program.

Mayor Gerardo Sanchez asked how the program was doing before COVID-19.

Mr. Perez replied that this was a successful program based on the information gathered, given that the city was not paying for delivering the recyclables. He informed that he did research and reached out to different companies in the Yuma area, and none of those reached out will take recyclable materials; some of them take metal only, and others will not take cardboard. He added that staff also reached out to Republic Services, the company that the City of Yuma uses for their recycling program, but no response was received from them. Their fee is approximately \$28 a ton for recycling. He stated that if it is Council's direction to proceed, staff will work on finding options to start a recycling program in the City of San Luis.

Mayor Sanchez recalled that during the previous presentation, it was mentioned that to start this program, there would be an initial investment of \$450,000.00 for the containers and everything needed for the program; he asked if the city was willing and had the funds to invest that amount for the program.

Mr. Perez replied that if the city wishes to start a city-wide program based on the current pricing for the containers, there will be an estimated cost of \$500,000.00.

Mayor Sanchez asked how long will it take for the city to replace those \$500,000.00.

Mr. Perez replied that the Solid Waste fund is on the edge of red numbers.

Mayor Sanchez stated that the city should have a recycling program, but also staff needs to look at the program's cost-effectiveness and educate the community to have a successful program.

Council Member Matias Rosales asked how the test pilots worked and asked if the city received feedback from the residents.

Mr. Perez replied that residents were satisfied with the program. He explained that during the programs in the subdivision, trash collection was done once a week, as the second day was dedicated to the recycling program. He added that there was some confusion initially, but residents got used to it. Furthermore, he informed that the same side loader trucks were utilized for the recycling program.

Mayor Sanchez mentioned that the \$500,000.00 estimate was given in 2018, and now in 2022 the cost would be higher.

Mr. Perez explained that during the pilot program the city had 679 containers, currently, the city has 7,558 trash containers which do not include new subdivisions, which will average \$500,000.00.

Council Member Torres asked Mr. Perez if he ever spoke to Omar Velazquez, former Parks & Recreation Supervisor, regarding a recycling program. She added that with conversations with Mr. Velazquez this program would not be too expensive for the city.

Mr. Perez replied that he had the opportunity to speak with Mr. Velazquez, and he explained that there is a company in Mexico that will buy the recycling material from the city, the idea is to set up recycling containers in strategic locations within the city, but then in order for this company to pick up the materials, they would want a completely compress packet ready to pick up and go.

Mayor Sanchez commented that a contract can be negotiated. He mentioned that he spoke with Mr. Velazquez a few years ago and found that there are two (2) companies that also do business in California; he added that if the companies are interested they will take care of the process. He stated that it will be much cheaper to go through with one of the Mexican companies, as there are fewer restrictions. Mayor Sanchez advised Mr. Perez to speak with Mr. Velazquez.

Mr. Perez replied that he will get with Mr. Velazquez to continue to explore the options and bring them before the City Council.

Mayor Sanchez suggested the members of the City Council recommend Mr. Perez and staff proceed with this project and present options for a recycling program. There were no objections from members of the City Council.

Council Member Luis Cabrera asked if the Somerton plant is still providing recycling service.

Mr. Perez replied that they are not in business anymore, as they were relying on prison inmates to conduct their operations, but once COVID-19 began, inmates were no longer available to do the job.

Council Member Cabrera stated that he understands that this will be a big financial impact on the city, as half a million dollars is needed to purchase all containers needed. Staff also needs to consider option #2 and not only talk to Mr. Velazquez, but this is something that the city needs to put a priority on, it is not going to compensate for what the city is going to be paid for. He stated that this program is very much needed, staff should look into the options and budget for this project next fiscal year.

Council Member Rosales agreed with Council Member Cabrera about staff looking into the different options there are.

### **3. ADJOURNMENT**

**MOTION:** Council Member Jose Ponce/Council Member Mario Buchanan Jr. to adjourn the Work Session at approximately 7:08 p.m. Motion passed unanimously.

The vote was as follows:

|                               |     |
|-------------------------------|-----|
| Mayor Gerardo Sanchez         | Aye |
| Vice-Mayor Mario Buchanan Jr. | Aye |
| Council Member Gloria Torres  | Aye |
| Council Member Matias Rosales | Aye |
| Council Member Jose Ponce     | Aye |
| Council Member Luis Cabrera   | Aye |

**APPROVED:**

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Gerardo Sanchez, Mayor

**ATTEST:**

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Sonia Cornelio, City Clerk

**Certification**

I hereby certify that the foregoing minutes are a true and correct copy of the Work Session minutes for the City Council of the City of San Luis, Arizona, held on September 7, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

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Sonia Cornelio, City Clerk

**MINUTES**  
**Regular Council Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**September 14, 2022**  
**7:00 p.m.**

**1. CALL TO ORDER/ROLL CALL**

Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:00 p.m.

**PRESENT:** Mayor Gerardo Sanchez  
Vice Mayor Mario Buchanan Jr. (via Zoom)  
Council Member Luis Cabrera  
Council Member Africa Luna-Carrasco (via Zoom)  
Council Member Jose Ponce  
Council Member Matias Rosales  
Council Member Gloria Torres

**OTHERS PRESENT:** Lizandro Galaviz, Acting City Manager  
Kay Macuil, City Attorney  
Sonia Cornelio, City Clerk  
Adela Cortez, Director of Human Resources  
Crystal Ochoa, Acting Assistant to Council/PIO  
Eulogio Vera, Director of Public Works  
Fernando Villegas, Principal Planner  
Jenny Torres, Economic Development Manager  
Jose Guzman, Director of Planning & Zoning  
Jose Luis Cisneros, Executive Assistant  
Maria Sabori, Risk Manager  
Maria A. Roldan, Acting Director of Parks & Recreation  
Melissa Lopez, Deputy City Clerk  
Monica Castro, Director of Finance  
Nigel Reynoso, Police Lieutenant  
Ruben Lopez, I.T. Technician  
Buna George, Greater Yuma Port Authority  
Cesar Neyoy, Reporter  
Christian Cuevas, Translator  
Elizabeth Carpenter, Developer  
Javier Vargas, Resident  
Lucy Lopez, Reporter  
Nieves Riedel, Mayor Elect & Riedel Construction  
Tom DuBose, DuBose Design Group

## **2. PLEDGE OF ALLEGIANCE**

Council Member Gloria Torres led the Pledge of Allegiance.

## **3. INVOCATION**

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

## **4. PROCLAMATION/PRESENTATION**

### **4. A. Proclamation**

**- Hispanic Heritage Month - September 15, 2022 through October 15, 2022**

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

### **4. B. Presentation by the Yuma County Chamber of Commerce on services offered to Yuma County businesses. (Kimberly Kahl, Executive Director)**

Ms. Kimberly Kahl, Executive Director, provided a PowerPoint presentation and stated that their mission is to help Yuma County businesses prosper and grow.

Mayor Gerardo Sanchez thanked Ms. Kahl for the presentation.

## **5. CONSENT AGENDA**

### **5. A. MINUTES OF**

**- Regular Council meeting held August 24, 2022**

### **5. B. Disbursements from August 16, 2022 to September 6, 2022**

**Total Disbursements \$1,970,163.86**

**(One Million, Nine Hundred Seventy Thousand, One Hundred, Sixty-Three Dollars and Eighty-Six Cents)**

**5. C. Discussion and possible action on any and all matters regarding Order No. 2022-11. An order of the Mayor and City Council of the City of San Luis, Arizona, adopting the City of San Luis Use of City Vehicles Policy; repealing any conflicting policies; and providing for severability. (Adela Cortez, Director of Human Resources and Maria Sabori, Risk Manager)**

**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 Mario Buchanan Jr.       | Aye |
| Council Member Luis Cabrera         | Aye |
| Council Member Africa Luna-Carrasco | Aye |
| Council Member Jose Ponce           | Aye |
| Council Member Matias Rosales       | Aye |
| Council Member Gloria Torres        | Aye |

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

### **6. A. Discussion and possible action on any and all matters regarding a contract with James Davey and Associates, Inc. to provide engineering services for the Downtown San Luis Storm Drainage Project. (Jenny Torres, Economic Development Manager)**

Ms. Jenny Torres, Economic Development Manager, explained that in 2020 staff developed a Downtown Drainage Master Plan. The intent of the master plan was to assist the drainage situation. Although, the Flood Control District has invested significant funding, it is still not meeting the city's needs. She added that there is a change on how the downtown is looking as it is being converted from residential to commercial. When the residential lots are converted to commercial lots, it will require onsite drainage. This requirement reduces what can be done in a specific site because the lots are too small. Staff is addressing the drainage issue so that it does not require it for businesses downtown. Ms. Torres indicated that approximately one (1) year ago, the City Council approved the designation of the redevelopment plan for the downtown and what this does, is that it allows Community Development Block Grant funding to go into this area. The contract is with James Davey in the amount of \$60,225.00; Mr. Davey is an on-call engineer on the engineering list as indicated in Resolution No. 2161.

**MOTION:** Council Member Matias Rosales/Council Member Luis Cabrera to approve the contract with James Davey and Associates, Inc. in the amount of \$60,225.00 for engineering services as presented. Motion passed unanimously.

The vote was as follows:

|                                     |     |
|-------------------------------------|-----|
| Mayor Gerardo Sanchez               | Aye |
| Vice Mayor Mario Buchanan Jr.       | Aye |
| Council Member Luis Cabrera         | Aye |
| Council Member Africa Luna-Carrasco | Aye |
| Council Member Jose Ponce           | 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 architectural and engineering design services for the Downtown San Luis Parks and Parking Project. (Jenny Torres, Economic Development Manager)**

Ms. Jenny Torres, Economic Development Manager, stated that the focus is to beautify and enhance the downtown. In 2018, the City Council directed Ms. Torres to try to obtain acquisition of the federal land in the downtown. She explained that in 2019, she submitted an application to the Bureau Reclamation and to the Bureau of Land Management but staff had to develop a plan. The plan includes park areas and a parking area through the transmission line. The size of the project is 11 acres from 4<sup>th</sup> Street to Mesa Street. Staff did get a contract from the Bureau of Reclamation and are waiting on the execution of the contract by the Yuma County Water Users' Association and the Bureau of Reclamation.

**MOTION:** Council Member Luis Cabrera/Vice Mayor Mario Buchanan Jr. to approve the contract with James Davey and Associates, Inc., in the amount of \$266,795.00 for architectural and engineering design services as presented. Motion passed unanimously.

The vote was as follows:

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

**6. C. Discussion and possible action on any and all matters regarding authorization to purchase annual ammunition for the City of San Luis Police Department using Fiscal Year 2023 budgeted funds. (Richard Jessup, Chief of Police)**

Mr. Nigel Reynoso, Police Lieutenant, said that the City of San Luis Police Department is asking for authorization to use the Fiscal Year 2023 to purchase their annual ammunition in the amount of \$64,994.37. The vendor is San Diego Police Equipment and they hold a state contract. He added that they have reserve ammunition that will last for two (2) years as they have cut their ammunition for training.

Mayor Gerardo Sanchez stated that when staff decreases training, it increases the city's liability and asked that they continue with the proper training, especially with firearms. He understands that staff is trying to save money, however, training is essential.

**MOTION:** Council Member Matias Rosales/Council Member Luis Cabrera to approve the purchase of ammunition for the City of San Luis Police Department for a total amount not to exceed \$80,000.00 as presented. Motion passed unanimously.

The vote was as follows:

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

**6. D. Discussion and possible action on any and all matters regarding authorization to purchase seven (7) fully marked and equipped new 2023 Ford F150 Crew Cab 4 x 4 Short Box pick-up trucks using Fiscal Year 2022-2023 Capital Projects budgeted funds. (Richard Jessup, Chief of Police)**

Mr. Nigel Reynoso, Police Lieutenant, explained that approximately 50% of their fleet is over ten (10) years and have been running 100,000 miles. There are approximately 63 marked vehicles, and are not enough vehicles for every officer, therefore vehicles are being shared. He elucidated that there have been instances where the vehicles have been running for 24 hours for a total of five (5) days straight, although staff is trying to eliminate that as much as possible. Staff is asking for an additional \$80,000.00 for a total of \$570,000.00 for the seven (7) fully marked and equipped trucks. Staff is still waiting for last year's six vehicles that were ordered and they were informed that those six (6) vehicles are being built.

Council Member Jose Ponce asked if it is necessary that they be pick-up trucks or can they also be sedan vehicles.

Lt. Reynoso replied that there has been an increase to respond to deserted areas near the border and currently there are not enough vehicles that are capable of entering those areas. He added that in addition to their regular duties, when they work stone garden, their main focus is near the border. Additionally, officers can carry better equipment in the pick-up trucks as in the smaller vehicles there is not enough space.

**MOTION:** Council Member Luis Cabrera/Vice Mayor Mario Buchanan Jr. to approve the purchase of seven (7) new 2023 Ford F-150 Crw Cab 4x4 short box pick-up trucks, approve the marking and equipping of the vehicles for a total amount not to exceed \$570,000.00 and approve budget transfer as presented. Motion passed with six (6) aye votes and one (1) nay vote by Council Member Africa Luna-Carrasco.

The vote was as follows:

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

**6. E. Public Hearing followed by discussion and possible action on any and all matters regarding the recommendation of a Special Event Liquor License Application to the Arizona Department of Liquor Licenses and Control to authorize the San Luis FRONTERA Rotary Club to sell alcohol during the 2022 Founder's Day Celebration on Saturday, October 1, 2022. (Marcos Ramirez, Secretary for San Luis FRONTERA Rotary Club)**

#### **A. Open Public Hearing**

**MOTION:** Council Member Luis Cabrera/Vice Mayor Mario Buchanan Jr. to open the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

#### **1. Staff and/or applicant presentation**

Ms. Angelica Roldan, Acting Director of Parks & Recreation, introduced Mr. Daniel Ortega, Rotary Club Member. Mr. Ortega stated that the first event is Fouders' Day, scheduled for October 1, 2022. All proceeds will be given back to the community, primarily to the local youth in scholarships.

#### **2. Call to the Public on this item**

Mrs. Sonia Cornelio, City Clerk, stated that the City Clerk's Office did not receive any comments in favor of or against the application.

#### **B. Close Public Hearing**

**MOTION:** Council Member Gloria Torres/Vice Mayor Mario Buchanan Jr. to close the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

**C. Action on Special Event Liquor License Application to the Arizona Department of Liquor Licenses & Control**

**MOTION:** Council Member Luis Cabrera/Council Member Africa Luna-Carrasco to recommend approval of the application to the Arizona Department of Liquor Licenses & Control as presented. Motion passed unanimously.

The vote was as follows:

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

**6. F. Public Hearing followed by discussion and possible action on any and all matters regarding the recommendation of a Special Event Liquor License Application to the Arizona Department of Liquor Licenses and Control to authorize the San Luis FRONTERA Rotary Club to sell alcohol during the 2022 Binational Open Market on Saturday, October 15, 2022. (Marcos Ramirez, Secretary for San Luis FRONTERA Rotary Club)**

**A. Open Public Hearing**

**MOTION:** Council Member Luis Cabrera/Council Member Matias Rosales to open the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

### **1. Staff and/or applicant presentation**

Mr. Daniel Ortega, Rotary Club Member, indicated that this liquor license is for the Downtown Bi-national event scheduled for October 15, 2022.

### **2. Call to the Public on this item**

There were no comments from the public on this item.

### **B. Close Public Hearing**

**MOTION:** Council Member Gloria Torres/Council Member Luis Cabrera to close the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

### **C. Action on Special Event Liquor License Application to the Arizona Department of Liquor Licenses & Control**

**MOTION:** Council Member Matias Rosales/Council Member Gloria Torres to recommend approval of the application to the Arizona Department of Liquor Licenses & Control as presented. Motion passed unanimously.

The vote was as follows:

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

**6. G. Public Hearing followed by discussion and possible action on any and all matters regarding the recommendation of a Special Event Liquor License Application to the Arizona Department of Liquor Licenses and Control to authorize the San Luis FRONTERA Rotary Club to sell beer during the 2022 Off-Road Expo on Saturday, October 22, 2022. (Marcos Ramirez, Secretary for San Luis FRONTERA Rotary Club)**

#### **A. Open Public Hearing**

**MOTION:** Vice Mayor Mario Buchanan Jr./Council Member Africa Luna-Carrasco to open the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

#### **1. Staff and/or applicant presentation**

Mr. Daniel Ortega, Rotary Club Member, indicated that this is for the Off-Road Expo event scheduled for October 22, 2022. He added that the proceeds will be used for scholarships for local students.

#### **2. Call to the Public on this item**

There were no comments from the public on this item.

#### **B. Close Public Hearing**

**MOTION:** Council Member Africa Luna-Carrasco/Council Member Jose Ponce to close the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

### **C. Action on Special Event Liquor License Application to the Arizona Department of Liquor Licenses & Control**

**MOTION:** Council Member Matias Rosales/Council Member Jose Ponce to recommend approval of the application to the Arizona Department of Liquor Licenses & Control as presented. Motion passed unanimously.

The vote was as follows:

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

**6. H. Public Hearing followed by discussion and possible action on any and all matters regarding Minor Amendment Case No. 2022-0335 and Resolution No. 2232. A Resolution of the Mayor and City Council of the City of San Luis, Arizona, amending the 2040 General Plan to change the land use designation of 32 acres of land located on the southwest corner of County 24th Street and the alignment of 24th Avenue from Commercial (C) and Medium Density Residential (MDR) to High Density Residential (HDR). (Fernando Villegas, Principal Planner)**

#### **A. Open Public Hearing**

**MOTION:** Council Member Gloria Torres/Council Member Jose Ponce to open the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

## 1. Staff presentation

Mr. Fernando Villegas, Principal Planner, explained that the applicant is requesting a land use designation to allow the rezoning of 32 acres to High Density Residential (R-3). He added that last year, the City Council approved a major amendment that changed the land use designation to a Medium Density Residential, however, the existing school site was not included as part of the Major Amendment and the parcel remains with the land use designation of commercial. The land is currently undeveloped and zoned Light Industrial. The applicant is proposing to relocate the school site to the northwest corner, moving the school away from their arterial and collective road. The school size is approximately ten (10) acres and the remaining acres will be developed with Multi-Family. Staff recommended approval of the Minor Amendment Case.

## 2. Call to the Public on this item

There were no comments from the public on this item.

## B. Close Public Hearing

**MOTION:** Council Member Gloria Torres/Council Member Jose Ponce to close the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

## C. Action on Resolution No. 2232

**MOTION:** Council Member Matias Rosales/Council Member Jose Ponce to approve and adopt Resolution No. 2232. Motion passed unanimously.

The vote was as follows:

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

**6. I. Public Hearing followed by discussion and possible action on any and all matters regarding Rezoning Case No. 2022-0336 and Ordinance No. 430. An Ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the official zoning map of the City of San Luis by changing the zoning classification of 451.34 acres, from Community Commercial (C-2) and Light Industrial (L-I) to Medium Density Residential (R1-6), Medium-High Density Residential (R-2), High Density Residential (R-3) and Community Commercial (C-2), located south of County 24th Street between Avenue E and Avenue D. (Fernando Villegas, Principal Planner)**

**A. Open Public Hearing**

**MOTION:** Council Member Matias Rosales/Council Member Jose Ponce to open the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

**1. Staff presentation**

Mr. Fernando Villegas, Principal Planner, stated that this is the request to rezone 450 acres to build a community called Orquidea Park with Medium and High Density development, residential development, commercial development, two (2) school sites and one (1) community park. The applicant is proposing 32 acres to High Density Residential (R-3); 32 acres as part of the Minor Amendment; 117 acres to Medium High Density Residential (R-2) and 271 acres to Medium Density Residential (R1-6) – Single Family Residential 31 acres of Commercial and the existing zoning on the park area is Light Industrial with small areas Commercial. The applicant prepared a traffic study for this project and the improvements indicated on the traffic study will be done as part of the development. Furthermore, he explained that the City Council approved a pre-annexation agreement in 2011 and the applicant is to comply with the pre-annexation agreement. Staff is recommending approval with the following conditions:

- 1 - The owner/applicant shall submit a preliminary plat in compliance with the City of San Luis subdivision regulations.
- 2 - That any development of the property, or portion thereof, and/or the approval of any subdivision plat, be conditioned upon the construction of all the improvements indicated on the traffic study.
- 3 - The owner/applicant shall comply with the pre-annexation agreement approved with Resolution No. 936 and any future amendments.

The applicant is in agreement with all the conditions.

## **2. Call to the Public on this item**

Ms. Buna George, Greater Yuma Port Authority (GYPA), commented that GYPA does not want to stand in the way of progress, as the organization that assisted in implementing the Commercial Port of Entry and worked in conjunction with the Arizona Department of Transportation (ADOT) to establish Avenue D as a primary corridor for the commercial traffic. They ask that the developer allocate the necessary right-of-ways running east and west on County 25<sup>th</sup> Street to allow for an alternative truck route for commercial traffic. Echoing Mr. Glenn Gimbut's comments dated July 11, 2022, about this case and the expected traffic routes "defeating the purpose of economic development". As a Council, she asked that they do not hinder the trade routes, allow for an alternative, require the developer to provide the rights-of-way on County 25<sup>th</sup> Street to mirror Avenue E's original case.

Meanwhile, GYPA, the City of San Luis and Yuma Metropolitan Organization (YMPO) will work with Bureau of Land Management (BLM) and Bureau of Reclamation (BOR) to hopefully establish a roadway extension connecting County 25<sup>th</sup> Street to Ash Highway. She asked the City Council to please keep into consideration the truck drivers, their families and their responsibilities to deliver fresh food that feed America. Thinking of the families traveling on Avenue E and prioritize safety. As an organization, they ask the City Council to consider the ease and accessibility for commercial traffic flowing both north and southbound from the Commercial Port of Entry. She asked that this requirement be put in writing and signed by the developer to ensure binding execution.

Mayor Gerardo Sanchez asked Ms. George if she had discussed all this with the developer.

Ms. George replied that she has not, but that it has been known since they tried to do the larger rezone; that that was something the organization really wanted to conserve. To her understanding, there are some right-of-way allocated on County 25<sup>th</sup> Street, but because the organization has to work with BOR and BLM, it would be one (1) less hurdle if they were in accordance with it, the organization want to make sure that the truck traffic is conserved.

Council Member Luis Cabrera commented that when the City Council approved the Major Plan Amendments, he knows there was suspicion between the developers and Mr. Jones and they came to a consensus of they were going to work on trying to get a different route for the truck drivers. He asked if there has there been any communication between all parties involved.

Ms. George responded it was a conversation that occurred with the majority of the truck drivers and these conversation probably occurred when she came on board with GYPA and the only alternative they saw was if there was a strip developed from County 25<sup>th</sup> Street connecting to Ash Highway in order for them to have accessibility over to the east side of town.

Mr. Tom DuBose, DuBose Design Group, representing David Loo and Elizabeth Carpenter, developers, stated that it has been their goal since day one (1) to make sure that this is a diverse community with housing opportunities for all the citizens who sneak, seek and need housing. Last year, it was discussed and were in agreement that a new truck route would need to be developed and County 25<sup>th</sup> Street would be that corridor. He is not sure that there is anything here that they are opposed to, because they saw that County 25<sup>th</sup> Street would need to be widened and developed and they are willing to do that. They want to make sure that things are consistent with the pre-annexation development in regards to all the right-of-ways; they are in agreement.

### **B. Close Public Hearing**

**MOTION:** Council Member Luis Cabrera/Vice Mayor Mario Buchanan Jr. to close the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

### **C. Action on Ordinance No. 430 by title only**

**MOTION:** Council Member Luis Cabrera/Council Member Africa Luna-Carrasco to approve the reading of Ordinance No. 430 by title only. Motion passed unanimously.

The vote was as follows:

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

Mrs. Sonia Cornelio, City Clerk, read Ordinance No. 430 by title only.

### **D. Action on Ordinance No. 430**

**MOTION:** Council Member Luis Cabrera/Vice Mayor Mario Buchanan Jr. to approve and adopt Ordinance No. 430. Motion passed unanimously.

The vote was as follows:

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

## 7. SUMMARY OF CURRENT EVENTS

Mayor Gerardo Sanchez reported that he was a guest at Allo Communications event, this is the company that was selected to start the broadband expansion in Yuma County. This is a multi-million project that involves state and local funding. Allo has in the second part, which will include the City of San Luis, eventually. He added that Allo Communications will invest their own money in Yuma County. This is company from Nebraska and they are in the internet business. In the next two (2) to three (3) years one should see a dynamic improvement in the broadband, reliability, speed and affordability. Yuma County will be in the forefront, no other community in the state will have the speeds and reliability that Yuma County and the City of San Luis will have.

## 8. CALL TO THE PUBLIC

There were no comments from the public.

## 9. ADJOURNMENT

**MOTION**: Council Member Luis Cabrera/Council Member Africa Luna-Carrasco to adjourn the Regular Council meeting at approximately 7:56 p.m. Motion passed unanimously.

The vote was as follows:

|                                     |     |
|-------------------------------------|-----|
| Mayor Gerardo Sanchez               | Aye |
| Vice Mayor Mario Buchanan Jr.       | Aye |
| Council Member Luis Cabrera         | Aye |
| Council Member Africa Luna-Carrasco | 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 September 14, 2022. 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: 09/28/2022

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#### Summary

#### **Disbursements from September 7, 2022 to September 19, 2022**

Total Disbursements \$899,286.77

(Eight Hundred Ninety-Nine Thousand, Two Hundred Eighty-Six Dollars and Seventy-Seven Cents)

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#### Attachments

Disbursements

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# City of San Luis

Finance Department

## COUNCIL MEETING SEPTEMBER 28, 2022 Disbursement Report from 09/07/2022 TO 09/19/2022

| <u>Bank Accounts</u>           | <u>Check Date</u> | <u>Amount</u> | <u>Schedule</u> |
|--------------------------------|-------------------|---------------|-----------------|
| Accounts Payable Check Account | 09/08/2022        | \$ 76,023.52  | Schedule A      |
| Payroll Check Account          | 09/14/2022        | \$ 399,623.05 | Schedule B      |
| Accounts Payable Check Account | 09/15/2022        | \$ 423,640.20 | Schedule C      |

**Total Disbursements: \$ 899,286.77**

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:

*[Signature]*  
\_\_\_\_\_

For Council approval on: \_\_\_\_\_

Mayor: \_\_\_\_\_

Council: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RECEIVED

2022 SEP 19 A 11:51

CITY OF SAN LUIS  
OFFICE OF THE CITY CLERK

# Payment Register

From Payment Date: 9/6/2022 - To Payment Date: 9/8/2022

| Number                               | Date       | Status | Void Reason | Reconciled/<br>Voided Date | Source                    | Payee Name                           | Transaction<br>Amount | Reconciled<br>Amount | Difference |
|--------------------------------------|------------|--------|-------------|----------------------------|---------------------------|--------------------------------------|-----------------------|----------------------|------------|
| 1BYPAYABLE - 1st BY Accounts Payable |            |        |             |                            |                           |                                      |                       |                      |            |
| Check                                |            |        |             |                            |                           |                                      |                       |                      |            |
| 103434                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | BOJORQUEZ, ROBERTO                   | \$184.71              |                      |            |
| 103435                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | CORONA, FRANCISCO & CYNTHIA          | \$2.89                |                      |            |
| 103436                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | GARCIA, HECTOR J                     | \$0.50                |                      |            |
| 103437                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | GONZALEZ, MARTHA & MARIO             | \$147.30              |                      |            |
| 103438                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | HERNANDEZ, DIANA                     | \$198.84              |                      |            |
| 103439                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | LOMELI, LUZ R                        | \$9.83                |                      |            |
| 103440                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | MARQUEZ, LUIS                        | \$15.20               |                      |            |
| 103441                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | MUNGUIA, MARIA & RAMON BARRAZA       | \$147.22              |                      |            |
| 103442                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | NAVARRO, ALONDRA                     | \$68.71               |                      |            |
| 103443                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | ORTIZ, CUAUHEMOC                     | \$138.71              |                      |            |
| 103444                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | SAM GROUP INVESTMENT PARTNERSHIP     | \$3,389.96            |                      |            |
| 103445                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | SAM GROUP INVESTMENT PARTNERSHIP     | \$653.35              |                      |            |
| 103446                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | SAM GROUP SUBDIVISION                | \$2,000.00            |                      |            |
| 103447                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | SHALOM CONSTRUCTION LLC,             | \$132.81              |                      |            |
| 103448                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | SILVA, FRANCISCO & ALEJANDRA ALEGRIA | \$181.34              |                      |            |
| 103449                               | 09/06/2022 | Open   |             |                            | Utility Management Refund | THOMAS, ETHAN, D                     | \$56.35               |                      |            |
| 103450                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | INTERNAL REVENUE SERVICE             | \$221.11              |                      |            |
| 103451                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | WESTERN ARIZONA COUNCIL OF           | \$45,000.00           |                      |            |
| 103452                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | AMERICAN PLANNING ASSOCIATION        | \$261.00              |                      |            |
| 103453                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | BOUND TREE MEDICAL, LLC.             | \$65.50               |                      |            |
| 103454                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | CARDENAS, ERNESTO                    | \$268.00              |                      |            |
| 103455                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | CORRAL, RICARDO                      | \$130.00              |                      |            |
| 103456                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | ENTERPRISE FM TRUST                  | \$755.68              |                      |            |
| 103457                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | INTERNATIONAL INSTITUTE OF           | \$140.00              |                      |            |
| 103458                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | JESSUP, RICHARD                      | \$242.00              |                      |            |
| 103459                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | OFFICE NATION, INC.                  | \$9,615.45            |                      |            |
| 103460                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | PEREZ, HAZIEL                        | \$268.00              |                      |            |
| 103461                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | ZOOM VIDEO COMMUNICATIONS, INC       | \$3,097.70            |                      |            |
| 103462                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | CROWN AWARDS                         | \$760.18              |                      |            |
| 103463                               | 09/07/2022 | Open   |             |                            | Accounts Payable          | FACTOR SALES, INC.                   | \$2,216.45            |                      |            |
| Type Check Totals:                   |            |        |             |                            |                           |                                      |                       |                      |            |
|                                      |            |        |             |                            |                           |                                      | 30 Transactions       | \$70,368.79          |            |





# Pay Day Register

Pay Date Range 08/27/22 - 09/09/22

Pay Batch 202219

|                               |                     |           |                                |                    |                     |
|-------------------------------|---------------------|-----------|--------------------------------|--------------------|---------------------|
| PSPRS FIRE DB RATE - TIER 1b  | 797.29              | 10,421.87 | BUILDING- NOC OPER BY          | 972.18             | 26,856.62           |
| PSPRS FIRE DB RATE - TIER 2   | 343.13              | 4,485.36  | BUS COMPANY AND DRIVERS        | 181.84             | 3,294.16            |
| PSPRS FIRE DB RATE - TIER 3   | 2,981.59            | 29,995.86 | CLERICAL OFFICE/ LIBRARY/      | 310.61             | 129,420.61          |
| PSPRS FIRE DC RATE - TIER 3   | 189.56              | 2,106.22  | Electrician                    | 61.19              | 1,948.80            |
| PSPRS FIRE DISABILITY RATE    | 34.96               | 2,106.22  | FIREFIGHTERS & DRIVERS         | 4,823.56           | 101,549.02          |
| PSPRS POLICE DB RATE - TIER   | 4,674.45            | 61,103.75 | GARBAGE/ ASH/ REFUSE           | 405.55             | 6,488.80            |
| PSPRS POLICE DB RATE - TIER   | 1,819.11            | 23,779.23 | Homemaker Service              | 20.01              | 873.77              |
| PSPRS POLICE DB RATE - TIER 2 | 909.09              | 11,883.52 | MUNICIPAL/ TOWN/               | 349.55             | 19,973.79           |
| PSPRS POLICE DB RATE - TIER 3 | 4,501.12            | 45,282.79 | PARKS- NOC ALL EMPLOYEES       | 668.53             | 21,565.74           |
| STANDARD LIFE ADDTNL          | 1,063.93            | .00       | POLICE OFFICERS                | 6,903.82           | 145,343.57          |
| TRANSWESTERN MEXICAN          | 97.00               | .00       | RECREATION- ALL EMPLOYEES/     | 234.69             | 17,130.77           |
| U.S. MEX DENTAL - EE &        | 595.37              | .00       | SEWAGE DISPOSAL/ PLANT         | 760.10             | 22,096.19           |
| U.S. MEX DENTAL - EE &        | 164.24              | .00       | Street or Road Construction    | 1,946.87           | 22,048.26           |
| UNITED WAY                    | 14.00               | .00       | WATERWORKS OPERATIONS          | 663.66             | 19,125.34           |
| US & MEX DENTAL= FAMILY       | 589.26              | .00       | Total                          | <u>\$18,702.92</u> |                     |
| US & MEX HEALTH = C           | 6,262.96            | .00       |                                |                    |                     |
| US & MEX HEALTH = FAMILY      | 6,314.46            | .00       | <u>Direct Deposits</u>         |                    | <u>Amount</u>       |
| US & MEX HEALTH = SP          | 1,423.40            | .00       | 1st Bank Yuma                  |                    | 33,593.51           |
| VSP - VISION CHILDREN         | 240.13              | .00       | ACADEMY BANK                   |                    | 2,547.80            |
| VSP - VISION FAMILY           | 350.46              | .00       | Bank of America                |                    | 1,707.32            |
| VSP - VISION SPOUSE           | 97.35               | .00       | Bank of America CA             |                    | 898.40              |
| Net                           | <u>\$399,623.05</u> |           | Bankcorp                       |                    | 200.00              |
|                               |                     |           | Charles Sch                    |                    | 200.00              |
|                               |                     |           | Chase Bank                     |                    | 190,469.57          |
|                               |                     |           | CHASE BANK MORGAN              |                    | 944.18              |
|                               |                     |           | CHASE BANK TX                  |                    | 2,092.03            |
|                               |                     |           | chase centro                   |                    | 1,198.71            |
|                               |                     |           | Federal Credit Union           |                    | 42,495.91           |
|                               |                     |           | FF CREDIT UNION                |                    | 2,001.73            |
|                               |                     |           | FIREFIGHTER FIRST CREDIT UNION |                    | 5,456.93            |
|                               |                     |           | National Bank                  |                    | 650.00              |
|                               |                     |           | Navy Federal                   |                    | 24,684.96           |
|                               |                     |           | NetSpend Corporation DD        |                    | 120.00              |
|                               |                     |           | NORTH ISLAND CREDIT UNION      |                    | 759.17              |
|                               |                     |           | Sunbank                        |                    | 1,850.06            |
|                               |                     |           | THE FOOTHILLS BANK             |                    | 656.62              |
|                               |                     |           | VANTAGE WEST                   |                    | 1,483.64            |
|                               |                     |           | WASHINGTON FEDERAL             |                    | 1,042.20            |
|                               |                     |           | Wells Fargo                    |                    | 82,883.36           |
|                               |                     |           | WELLS FARGO CALE               |                    | <u>1,073.08</u>     |
|                               |                     |           | Total                          |                    | <u>\$399,009.18</u> |

Check \$613.87

Monica  
Castro

Digitally signed by: Monica Castro  
DN: CN = Monica Castro email =  
mcastro@sanluisaz.gov C = AD  
Date: 2022.09.14 11:29:16 -0700'

Schedule B

# Payment Register

From Payment Date: 9/12/2022 - To Payment Date: 9/15/2022

| Number                               | Date       | Status | Void Reason | Reconciled/<br>Voided Date | Source           | Payee Name                           | Transaction<br>Amount | Reconciled<br>Amount | Difference |
|--------------------------------------|------------|--------|-------------|----------------------------|------------------|--------------------------------------|-----------------------|----------------------|------------|
| 1BYPAYABLE - 1st BY Accounts Payable |            |        |             |                            |                  |                                      |                       |                      |            |
| <u>Check</u>                         |            |        |             |                            |                  |                                      |                       |                      |            |
| 103464                               | 09/12/2022 | Open   |             |                            | Accounts Payable | PETTY CASH/ ANGELICA CIFUENTES       | \$970.10              |                      |            |
| 103465                               | 09/12/2022 | Open   |             |                            | Accounts Payable | VILLA, CARLOS ALBERTO                | \$120.00              |                      |            |
| 103466                               | 09/14/2022 | Open   |             |                            | Accounts Payable | ARIZONA STATE RETIREMENT SYSTEM      | \$132.88              |                      |            |
| 103467                               | 09/14/2022 | Open   |             |                            | Accounts Payable | BASS & ASSOCIATES P.C.               | \$100.00              |                      |            |
| 103468                               | 09/14/2022 | Open   |             |                            | Accounts Payable | FOP/ALC                              | \$405.00              |                      |            |
| 103469                               | 09/14/2022 | Open   |             |                            | Accounts Payable | ONEMAIN FINANCIAL GROUP LLC          | \$350.64              |                      |            |
| 103470                               | 09/14/2022 | Open   |             |                            | Accounts Payable | SAN LUIS POLICE OFFICERS ASSOC       | \$330.00              |                      |            |
| 103471                               | 09/14/2022 | Open   |             |                            | Accounts Payable | STANDARD INSURANCE COMPANY           | \$10,093.06           |                      |            |
| 103472                               | 09/14/2022 | Open   |             |                            | Accounts Payable | SUPPORT PAYMENT CLEARINGHOUSE        | \$3,830.56            |                      |            |
| 103473                               | 09/14/2022 | Open   |             |                            | Accounts Payable | UNITED WAY OF YUMA COUNTY INC.       | \$14.00               |                      |            |
| 103474                               | 09/14/2022 | Open   |             |                            | Accounts Payable | UNITED YUMA FIRE FIGHTERS ASSOC      | \$91.50               |                      |            |
| 103475                               | 09/14/2022 | Open   |             |                            | Accounts Payable | UNITED YUMA FIRE FIGHTERS-IAFF       | \$1,110.00            |                      |            |
| 103476                               | 09/15/2022 | Open   |             |                            | Accounts Payable | ARIZONA PUBLIC SERVICE               | \$38.94               |                      |            |
| 103477                               | 09/15/2022 | Open   |             |                            | Accounts Payable | CAMPA, JOAQUIN                       | \$368.00              |                      |            |
| 103478                               | 09/15/2022 | Open   |             |                            | Accounts Payable | CARDENAS, ERNESTO                    | \$74.00               |                      |            |
| 103479                               | 09/15/2022 | Open   |             |                            | Accounts Payable | CASTRO, LUZ, MARIA                   | \$249.08              |                      |            |
| 103480                               | 09/15/2022 | Open   |             |                            | Accounts Payable | CENTURYLINK                          | \$75.31               |                      |            |
| 103481                               | 09/15/2022 | Open   |             |                            | Accounts Payable | CORREA, JUAN                         | \$226.00              |                      |            |
| 103482                               | 09/15/2022 | Open   |             |                            | Accounts Payable | GAITAN, CESAR                        | \$268.00              |                      |            |
| 103483                               | 09/15/2022 | Open   |             |                            | Accounts Payable | GALAVIZ, LIZANDRO                    | \$226.00              |                      |            |
| 103484                               | 09/15/2022 | Open   |             |                            | Accounts Payable | GARCIA, JOSE, R                      | \$368.00              |                      |            |
| 103485                               | 09/15/2022 | Open   |             |                            | Accounts Payable | LARA, PAULINO                        | \$268.00              |                      |            |
| 103486                               | 09/15/2022 | Open   |             |                            | Accounts Payable | REYNOSO, NIGEL                       | \$74.00               |                      |            |
| 103487                               | 09/15/2022 | Open   |             |                            | Accounts Payable | ROLDAN, MARIA, ANGELICA              | \$226.00              |                      |            |
| 103488                               | 09/15/2022 | Open   |             |                            | Accounts Payable | RUIZ, OSCAR                          | \$74.00               |                      |            |
| 103489                               | 09/15/2022 | Open   |             |                            | Accounts Payable | SANCHEZ, RICARDO                     | \$150.00              |                      |            |
| 103490                               | 09/15/2022 | Open   |             |                            | Accounts Payable | SANTIAGO, JOSE                       | \$226.00              |                      |            |
| 103491                               | 09/15/2022 | Open   |             |                            | Accounts Payable | VALENCIA, ADALBERTO                  | \$226.00              |                      |            |
| 103492                               | 09/15/2022 | Open   |             |                            | Accounts Payable | ADOT MVD                             | \$1.65                |                      |            |
| 103493                               | 09/15/2022 | Open   |             |                            | Accounts Payable | ALL HANDS FIRE EQUIPMENT             | \$1,517.49            |                      |            |
| 103494                               | 09/15/2022 | Open   |             |                            | Accounts Payable | ALLUVIAL MEDIA LLC                   | \$2,000.00            |                      |            |
| 103495                               | 09/15/2022 | Open   |             |                            | Accounts Payable | ARIZONA DEPARTMENT OF PUBLIC SAFETY  | \$0.33                |                      |            |
| 103496                               | 09/15/2022 | Open   |             |                            | Accounts Payable | ARIZONA STATE TREASURER              | \$19,367.92           |                      |            |
| 103497                               | 09/15/2022 | Open   |             |                            | Accounts Payable | ARIZONA WOMEN'S INITIATIVE NETWORK   | \$1,500.00            |                      |            |
| 103498                               | 09/15/2022 | Open   |             |                            | Accounts Payable | AUTOZONE STORES, INC                 | \$4,234.45            |                      |            |
| 103499                               | 09/15/2022 | Open   |             |                            | Accounts Payable | BOUND TREE MEDICAL, LLC.             | \$3,834.53            |                      |            |
| 103500                               | 09/15/2022 | Open   |             |                            | Accounts Payable | CHAPMAN CHEVROLET BUICK GMC YUMA LLC | \$182.12              |                      |            |
| 103501                               | 09/15/2022 | Open   |             |                            | Accounts Payable | CHAPMAN DCJR YUMA LLC                | \$271.38              |                      |            |
| 103502                               | 09/15/2022 | Open   |             |                            | Accounts Payable | CODE PUBLISHING COMPANY              | \$151.20              |                      |            |

# Payment Register

From Payment Date: 9/12/2022 - To Payment Date: 9/15/2022

| Number             | Date       | Status | Void Reason | Reconciled/<br>Voided Date | Source           | Payee Name                            | Transaction<br>Amount | Reconciled<br>Amount | Difference |  |
|--------------------|------------|--------|-------------|----------------------------|------------------|---------------------------------------|-----------------------|----------------------|------------|--|
| 103503             | 09/15/2022 | Open   |             |                            | Accounts Payable | CORRAL, RICARDO                       | \$50.00               |                      |            |  |
| 103504             | 09/15/2022 | Open   |             |                            | Accounts Payable | DAIGLE LAW GROUP LLC                  | \$2,085.00            |                      |            |  |
| 103505             | 09/15/2022 | Open   |             |                            | Accounts Payable | DALEY, MARK                           | \$1,744.72            |                      |            |  |
| 103506             | 09/15/2022 | Open   |             |                            | Accounts Payable | DESERT VETERINARY CLINIC PLC          | \$178.84              |                      |            |  |
| 103507             | 09/15/2022 | Open   |             |                            | Accounts Payable | EMPIRE MACHINERY                      | \$579.30              |                      |            |  |
| 103508             | 09/15/2022 | Open   |             |                            | Accounts Payable | FERGUSON WATERWORKS                   | \$8,313.80            |                      |            |  |
| 103509             | 09/15/2022 | Open   |             |                            | Accounts Payable | FX TACTICAL, LLC                      | \$2,001.99            |                      |            |  |
| 103510             | 09/15/2022 | Open   |             |                            | Accounts Payable | G&T ALARM CO LLC                      | \$100.00              |                      |            |  |
| 103511             | 09/15/2022 | Open   |             |                            | Accounts Payable | GALLS, AN ARAMARK CO.,LLC             | \$6,578.44            |                      |            |  |
| 103512             | 09/15/2022 | Open   |             |                            | Accounts Payable | HERITAGE HEALTH SOLUTIONS             | \$625.62              |                      |            |  |
| 103513             | 09/15/2022 | Open   |             |                            | Accounts Payable | IPS GROUP INC                         | \$467.40              |                      |            |  |
| 103514             | 09/15/2022 | Open   |             |                            | Accounts Payable | JAMES COOKE & HOBSON INC.             | \$12,758.86           |                      |            |  |
| 103515             | 09/15/2022 | Open   |             |                            | Accounts Payable | LAWSON PRODUCTS INC.                  | \$1,424.25            |                      |            |  |
| 103516             | 09/15/2022 | Open   |             |                            | Accounts Payable | LOOMIS                                | \$991.94              |                      |            |  |
| 103517             | 09/15/2022 | Open   |             |                            | Accounts Payable | LOWE'S HIW, INC.                      | \$2,244.55            |                      |            |  |
| 103518             | 09/15/2022 | Open   |             |                            | Accounts Payable | MAJCO LLC                             | \$6,595.36            |                      |            |  |
| 103519             | 09/15/2022 | Open   |             |                            | Accounts Payable | MANHATTANLIFE ASSURANCE CO            | \$291.54              |                      |            |  |
| 103520             | 09/15/2022 | Open   |             |                            | Accounts Payable | MERRILL WALKER BUILDERS, INC.         | \$67,772.45           |                      |            |  |
| 103521             | 09/15/2022 | Open   |             |                            | Accounts Payable | MGM INTERNET SOLUTIONS, INC           | \$1,063.00            |                      |            |  |
| 103522             | 09/15/2022 | Open   |             |                            | Accounts Payable | MOLINA, GORGONIO, G                   | \$300.00              |                      |            |  |
| 103523             | 09/15/2022 | Open   |             |                            | Accounts Payable | O'REILLY AUTO PARTS                   | \$953.98              |                      |            |  |
| 103524             | 09/15/2022 | Open   |             |                            | Accounts Payable | PAUL CONWAY SHIELDS                   | \$189.72              |                      |            |  |
| 103525             | 09/15/2022 | Open   |             |                            | Accounts Payable | PINNACLE MEDICAL GROUP AZ<br>P.C      | \$300.00              |                      |            |  |
| 103526             | 09/15/2022 | Open   |             |                            | Accounts Payable | PINNACLE MEDICAL GROUP, AZ-<br>P.C    | \$980.00              |                      |            |  |
| 103527             | 09/15/2022 | Open   |             |                            | Accounts Payable | QUINONEZ, FRANCISCO                   | \$1,120.00            |                      |            |  |
| 103528             | 09/15/2022 | Open   |             |                            | Accounts Payable | REFRIGERATION SUPPLIES<br>DISTRIBUTOR | \$1,139.19            |                      |            |  |
| 103529             | 09/15/2022 | Open   |             |                            | Accounts Payable | RUSH TRUCK CENTER                     | \$7,311.84            |                      |            |  |
| 103530             | 09/15/2022 | Open   |             |                            | Accounts Payable | SECRETARY OF STATE                    | \$43.00               |                      |            |  |
| 103531             | 09/15/2022 | Open   |             |                            | Accounts Payable | SOCIAL DEMICS LLC                     | \$600.00              |                      |            |  |
| 103532             | 09/15/2022 | Open   |             |                            | Accounts Payable | UNITED ROTARY BRUSH CORP              | \$6,634.99            |                      |            |  |
| 103533             | 09/15/2022 | Open   |             |                            | Accounts Payable | US POST MASTER                        | \$2,076.16            |                      |            |  |
| 103534             | 09/15/2022 | Open   |             |                            | Accounts Payable | YEPEZ ENTERPRISES LLC                 | \$4,997.50            |                      |            |  |
| 103535             | 09/15/2022 | Open   |             |                            | Accounts Payable | YUMA WINLECTRIC CO.                   | \$634.09              |                      |            |  |
| 103536             | 09/15/2022 | Open   |             |                            | Accounts Payable | CENTERLINE SUPPLY WEST                | \$6,357.30            |                      |            |  |
| 103537             | 09/15/2022 | Open   |             |                            | Accounts Payable | SAN LUIS SPEAR POINT SOLAR I,<br>LLC  | \$29,611.96           |                      |            |  |
| 103538             | 09/15/2022 | Open   |             |                            | Accounts Payable | ODP BUSINESS SOLUTIONS LLC            | \$2,801.93            |                      |            |  |
| Type Check Totals: |            |        |             |                            |                  |                                       | 75 Transactions       | \$235,664.86         |            |  |
| <b>EFT</b>         |            |        |             |                            |                  |                                       |                       |                      |            |  |
| 1986               | 09/12/2022 | Open   |             |                            | Accounts Payable | YUMA COUNTY TREASURER'S<br>OFFICE     | \$125.83              |                      |            |  |
| 1987               | 09/15/2022 | Open   |             |                            | Accounts Payable | FRUTH GROUP INC                       | \$1,427.63            |                      |            |  |
| 1988               | 09/15/2022 | Open   |             |                            | Accounts Payable | 24/7 GET FIT LLC                      | \$999.00              |                      |            |  |
| 1989               | 09/15/2022 | Open   |             |                            | Accounts Payable | 4 IMPRINT                             | \$1,128.09            |                      |            |  |
| 1990               | 09/15/2022 | Open   |             |                            | Accounts Payable | ALLKIOSK LLC                          | \$868.82              |                      |            |  |
| 1991               | 09/15/2022 | Open   |             |                            | Accounts Payable | ALSCO, INC                            | \$1,533.44            |                      |            |  |
| 1992               | 09/15/2022 | Open   |             |                            | Accounts Payable | AMAZON.COM SALES, INC.                | \$568.83              |                      |            |  |

# Payment Register

From Payment Date: 9/12/2022 - To Payment Date: 9/15/2022

| Number | Date       | Status | Void Reason | Reconciled/<br>Voided Date | Source           | Payee Name  | Transaction<br>Amount | Reconciled<br>Amount | Difference |
|--------|------------|--------|-------------|----------------------------|------------------|---|-----------------------|----------------------|------------|
| 1993   | 09/15/2022 | Open   |             |                            | Accounts Payable | AMERICANA POLYGRAPH &<br>PRIVATE INVESTIGATION    | \$525.00              |                      |            |
| 1994   | 09/15/2022 | Open   |             |                            | Accounts Payable | APPLIED PRODUCTS GROUP LLC                        | \$12,021.80           |                      |            |
| 1995   | 09/15/2022 | Open   |             |                            | Accounts Payable | ARIZONA MEDICAL WASTE                             | \$99.14               |                      |            |
| 1996   | 09/15/2022 | Open   |             |                            | Accounts Payable | ARIZONA WESTERN COLLEGE                           | \$2,772.06            |                      |            |
| 1997   | 09/15/2022 | Open   |             |                            | Accounts Payable | ARK WIRELESS & NETWORKING                         | \$100.00              |                      |            |
| 1998   | 09/15/2022 | Open   |             |                            | Accounts Payable | BILL ALEXANDER FORD                               | \$317.67              |                      |            |
| 1999   | 09/15/2022 | Open   |             |                            | Accounts Payable | BLT ASPHALT LLC                                   | \$1,249.72            |                      |            |
| 2000   | 09/15/2022 | Open   |             |                            | Accounts Payable | BLT READY MIX CONCRETE LLC                        | \$13,917.23           |                      |            |
| 2001   | 09/15/2022 | Open   |             |                            | Accounts Payable | COPPER STATE BOLTS & NUT CO.                      | \$59.52               |                      |            |
| 2002   | 09/15/2022 | Open   |             |                            | Accounts Payable | CSC OF YUMA                                       | \$962.35              |                      |            |
| 2003   | 09/15/2022 | Open   |             |                            | Accounts Payable | D & H ELECTRIC INC.                               | \$150.00              |                      |            |
| 2004   | 09/15/2022 | Open   |             |                            | Accounts Payable | DESERT DOCUMENT SHREDDERS,<br>LLC                 | \$72.75               |                      |            |
| 2005   | 09/15/2022 | Open   |             |                            | Accounts Payable | DESERT WATER STORE INC                            | \$210.86              |                      |            |
| 2006   | 09/15/2022 | Open   |             |                            | Accounts Payable | ENVIRONMENTAL SYSTEMS<br>RESEARCH INSTITUTE, INC. | \$5,255.50            |                      |            |
| 2007   | 09/15/2022 | Open   |             |                            | Accounts Payable | EXCEPTIONAL WATER SYSTEMS,<br>LLC                 | \$29,225.37           |                      |            |
| 2008   | 09/15/2022 | Open   |             |                            | Accounts Payable | FNP-C & ASSOCIATES PLLC                           | \$360.00              |                      |            |
| 2009   | 09/15/2022 | Open   |             |                            | Accounts Payable | FRESH TERRA SERVICES LLC                          | \$410.00              |                      |            |
| 2010   | 09/15/2022 | Open   |             |                            | Accounts Payable | FS.COM INC  | \$65.81               |                      |            |
| 2011   | 09/15/2022 | Open   |             |                            | Accounts Payable | HUMANE SOCIETY OF YUMA                            | \$4,166.67            |                      |            |
| 2012   | 09/15/2022 | Open   |             |                            | Accounts Payable | JAMES DAVEY AND ASSOCIATES<br>INC                 | \$1,087.50            |                      |            |
| 2013   | 09/15/2022 | Open   |             |                            | Accounts Payable | KTL&C, LLC.                                       | \$561.52              |                      |            |
| 2014   | 09/15/2022 | Open   |             |                            | Accounts Payable | LESLIE'S POOL SUPPLY INC.                         | \$432.54              |                      |            |
| 2015   | 09/15/2022 | Open   |             |                            | Accounts Payable | LIFE-ASSIST, INC.                                 | \$434.76              |                      |            |
| 2016   | 09/15/2022 | Open   |             |                            | Accounts Payable | MATTICK ENTERPRISES INC                           | \$2,121.93            |                      |            |
| 2017   | 09/15/2022 | Open   |             |                            | Accounts Payable | MCNEECE BROS. OIL COMPANY,<br>INC                 | \$56,108.20           |                      |            |
| 2018   | 09/15/2022 | Open   |             |                            | Accounts Payable | MENDEZ ROBLES, NAZZER, O                          | \$4,846.73            |                      |            |
| 2019   | 09/15/2022 | Open   |             |                            | Accounts Payable | NAPA AUTO PARTS                                   | \$1,329.08            |                      |            |
| 2020   | 09/15/2022 | Open   |             |                            | Accounts Payable | PRECISION ELECTRIC CO. INC.                       | \$190.37              |                      |            |
| 2021   | 09/15/2022 | Open   |             |                            | Accounts Payable | PRECISION PROTECTIVE<br>SERVICES LLC              | \$2,116.71            |                      |            |
| 2022   | 09/15/2022 | Open   |             |                            | Accounts Payable | R&M ELECTRIC SUPPLY LLC                           | \$2,275.42            |                      |            |
| 2023   | 09/15/2022 | Open   |             |                            | Accounts Payable | RDO EQUIPMENT CO.                                 | \$898.86              |                      |            |
| 2024   | 09/15/2022 | Open   |             |                            | Accounts Payable | REAL PURIFIED WATER LLC                           | \$20.81               |                      |            |
| 2025   | 09/15/2022 | Open   |             |                            | Accounts Payable | RM GRAPHICS                                       | \$300.00              |                      |            |
| 2026   | 09/15/2022 | Open   |             |                            | Accounts Payable | SAN LUIS AIR CONDITIONING LLC                     | \$365.00              |                      |            |
| 2027   | 09/15/2022 | Open   |             |                            | Accounts Payable | SAN LUIS WALK IN CLINIC, INC                      | \$475.00              |                      |            |
| 2028   | 09/15/2022 | Open   |             |                            | Accounts Payable | SMITH, RALPH E. SR.                               | \$3,305.00            |                      |            |
| 2029   | 09/15/2022 | Open   |             |                            | Accounts Payable | SOUTHERN TIRE MART LLC                            | \$1,805.63            |                      |            |
| 2030   | 09/15/2022 | Open   |             |                            | Accounts Payable | SPECTRUM BUSINESS                                 | \$174.95              |                      |            |
| 2031   | 09/15/2022 | Open   |             |                            | Accounts Payable | STANDARD PRINTING COMPANY,<br>INC                 | \$891.37              |                      |            |
| 2032   | 09/15/2022 | Open   |             |                            | Accounts Payable | TRUCKPRO, LLC                                     | \$28.72               |                      |            |
| 2033   | 09/15/2022 | Open   |             |                            | Accounts Payable | ULINE, INC.                                       | \$408.11              |                      |            |
| 2034   | 09/15/2022 | Open   |             |                            | Accounts Payable | VAPEX ENVIRONMENTAL<br>TECHNOLOGIES, LLC          | \$1,634.24            |                      |            |

# Payment Register

From Payment Date: 9/12/2022 - To Payment Date: 9/15/2022

| Number                                      | Date       | Status | Void Reason | Reconciled/<br>Voided Date | Source           | Payee Name                        | Transaction<br>Amount | Reconciled<br>Amount | Difference |
|---|------------|--------|-------------|----------------------------|------------------|-----------------------------------|-----------------------|----------------------|------------|
| 2035  | 09/15/2022 | Open   |             |                            | Accounts Payable | WAYTEK INC                        | \$597.71              |                      |            |
| 2036  | 09/15/2022 | Open   |             |                            | Accounts Payable | YUMA AUTO REBUILDERS LLC          | \$2,859.26            |                      |            |
| 2037  | 09/15/2022 | Open   |             |                            | Accounts Payable | YUMA COUNTY RECORDER'S<br>OFFICE  | \$240.00              |                      |            |
| 2038  | 09/15/2022 | Open   |             |                            | Accounts Payable | YUMA COUNTY TREASURER'S<br>OFFICE | \$118.60              |                      |            |
| 2039  | 09/15/2022 | Open   |             |                            | Accounts Payable | YUMA TRUCK PARTS                  | \$8,904.50            |                      |            |
| 2040  | 09/15/2022 | Open   |             |                            | Accounts Payable | YUMA WINNELSON CO.                | \$5,416.50            |                      |            |
| 2041  | 09/15/2022 | Open   |             |                            | Accounts Payable | ZOLL MEDICAL CORP                 | \$2,272.04            |                      |            |
| 2045  | 09/15/2022 | Open   |             |                            | Accounts Payable | YUMA TRUCK PARTS                  | \$7,161.19            |                      |            |
| Type EFT Totals:                            |            |        |             |                            |                  |                                   |                       |                      |            |
| 1BYPAYABLE - 1st BY Accounts Payable Totals |            |        |             |                            |                  |                                   |                       |                      |            |
|   |            |        |             |                            |                  |                                   | 57 Transactions       | \$187,975.34         |            |

| Checks | Status       | Count     | Transaction Amount  | Reconciled Amount |
|--------|--------------|-----------|---------------------|-------------------|
|        | Open         | 75        | \$235,664.86        | \$0.00            |
|        | Reconciled   | 0         | \$0.00              | \$0.00            |
|        | Voided       | 0         | \$0.00              | \$0.00            |
|        | Stopped      | 0         | \$0.00              | \$0.00            |
|        | <b>Total</b> | <b>75</b> | <b>\$235,664.86</b> | <b>\$0.00</b>     |

| EFTs | Status       | Count     | Transaction Amount  | Reconciled Amount |
|------|--------------|-----------|---------------------|-------------------|
|      | Open         | 57        | \$187,975.34        | \$0.00            |
|      | Reconciled   | 0         | \$0.00              | \$0.00            |
|      | Voided       | 0         | \$0.00              | \$0.00            |
|      | <b>Total</b> | <b>57</b> | <b>\$187,975.34</b> | <b>\$0.00</b>     |

| All | Status       | Count      | Transaction Amount  | Reconciled Amount |
|-----|--------------|------------|---------------------|-------------------|
|     | Open         | 132        | \$423,640.20        | \$0.00            |
|     | Reconciled   | 0          | \$0.00              | \$0.00            |
|     | Voided       | 0          | \$0.00              | \$0.00            |
|     | Stopped      | 0          | \$0.00              | \$0.00            |
|     | <b>Total</b> | <b>132</b> | <b>\$423,640.20</b> | <b>\$0.00</b>     |

Grand Totals:

| Checks | Status       | Count     | Transaction Amount  | Reconciled Amount |
|--------|--------------|-----------|---------------------|-------------------|
|        | Open         | 75        | \$235,664.86        | \$0.00            |
|        | Reconciled   | 0         | \$0.00              | \$0.00            |
|        | Voided       | 0         | \$0.00              | \$0.00            |
|        | Stopped      | 0         | \$0.00              | \$0.00            |
|        | <b>Total</b> | <b>75</b> | <b>\$235,664.86</b> | <b>\$0.00</b>     |

| EFTs | Status       | Count     | Transaction Amount  | Reconciled Amount |
|------|--------------|-----------|---------------------|-------------------|
|      | Open         | 57        | \$187,975.34        | \$0.00            |
|      | Reconciled   | 0         | \$0.00              | \$0.00            |
|      | Voided       | 0         | \$0.00              | \$0.00            |
|      | <b>Total</b> | <b>57</b> | <b>\$187,975.34</b> | <b>\$0.00</b>     |

| All | Status       | Count      | Transaction Amount  | Reconciled Amount |
|-----|--------------|------------|---------------------|-------------------|
|     | Open         | 132        | \$423,640.20        | \$0.00            |
|     | Reconciled   | 0          | \$0.00              | \$0.00            |
|     | Voided       | 0          | \$0.00              | \$0.00            |
|     | Stopped      | 0          | \$0.00              | \$0.00            |
|     | <b>Total</b> | <b>132</b> | <b>\$423,640.20</b> | <b>\$0.00</b>     |

Digitally signed by: David Espitia  
 DN: CN = David Espitia  
 email = despitia@sanluisaz.gov  
 C = AD O = City of San Luis OU = Finance  
 Date: 2022.09.15 16:57:19 -07'00'

David  
Espitia



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

5. C.

**Meeting Date:** 09/28/2022

**Department Head:** Lizandro Galaviz, Acting City Manager, Administration

**Submitted By:** Crystal Ochoa, Administrative Coordinator, Parks & Recreation Department

**Action Requested:** Discussion Item - No Action to be  
Taken  
Motion

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### ITEM:

Discussion and possible action on any and all matters regarding the purchase and installation of decorative lights on Main Street. **(Lizandro Galaviz, Acting City Manager)**

### SUMMARY:

Main Street is the focal point of our city where thousands of people enter and exit San Luis, AZ. As the years go by, the goal for Main Street is for it to be a tourist attraction where residents and visitors visit either shop, eat or just enjoy the day. Staff has been reaching out to various vendors to obtain quotes for the purchase of lights. This light project will consist of adding canopy lights from Urtuzuastegui Street to B Street and a zigzag pattern of lights from B Street to D Street ending at the roundabout. Staff has reached out to various vendors to get quotes and ensure that the city is getting the best quality of lights at a great price. The vendors that have been contacted were St. Nick's Christmas Lighting and Decor from La Palma, California, Bright Life Designs from Huntington Beach, California and Novelty Lights, LLC from Centennial, Colorado. All three (3) vendors were given an example of the vision that staff has for Main Street and have been very helpful in answering all our questions and concerns. The installation of these lights would be done in-house by our Planning and Zoning Department.

Of the three (3) quotes received, the lowest was submitted by Novelty Lights, LLC for the amount of \$29,815.52. Per the City Procurement Code 3.05.010 (C), whenever any contemplated purchase or contract for service is for the sum of at least \$10,000.00 but not more than \$44,999.99, the requisitioning department, with the assistance of the Purchasing Department, shall solicit three (3) written quotes (inclusive of all cost) from vendors and submit them to the Purchasing Department, for awarding to the lowest responsive quote.

This project was not budgeted for the current Fiscal Year 2022-2023, therefore, staff is also seeking authorization in using the City Council contingency budget. Staff would like to seek approval from Mayor and City Council in regard to moving forward with the purchase of lights from Novelty Lights, LLC. Staff is open to any recommendations that City Council may have.

### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO APPROVE THE PURCHASE OF DECORATIVE LIGHTS IN THE AMOUNT OF \$29,815.52, AUTHORIZE THE USE OF COUNCIL CONTINGENCY FUNDS, AND TRANSFER THE AMOUNT FROM COUNCIL CONTINGENCY TO THE CAPITAL OUTLAY EQUIPMENT PER THE FISCAL IMPACT STATEMENT OF THIS AGENDA ITEM.**

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### Fiscal Impact

**IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:** YES  
**CITY/STATE/FEDERAL FUNDS:** CITY  
**TOTAL:** \$29,815.52  
**BUDGETED AMOUNT:** NO  
**AVAILABLE AMOUNT TO TRANSFER:** YES  
**ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:** Contingencies 100-110-81000  
\$300,000.00

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

This expense was not budgeted for Fiscal Year 2022-2023. Staff is requesting direction in regard to this purchase and if approved by council. Staff would be requesting council approval to transfer of funds from City Council contingency account 100-110-81000 in the amount of \$29,815.52 to account 100-999-90000 Capital Outlay Equipment.

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### Attachments

Example of Canopy & Zig-Zag Lights  
Novelty Lights LLC Quote  
St-Nicks Quote  
BrightLife Design Quote

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## Canopy Lights

Custom and professionally anchored canopy of lights. The canopy of lights can be installed permanently or for special occasions and holidays. The lights can be twinkle, steady, or colored lights.



LED shatter-proof polycarbonate globes colors available: warm white, cool white, red, pink, orange, yellow, green, blue, purple

- Bulb spacing 24" or 36"
- E26 light socket base
- UV resistant 16 gauge wire
- Standard stringer wire is black

## Quote 2 (100')

Shipping Address  
Yigal Duarte  
1090 E Union St  
San Luis 85349  
Arizona United States

Shipping Method: Ship Outside System

| Name   | Price             | Quantity | Total              |
|--|-------------------|----------|--------------------|
| Commercial Grade Wide Angle 50 LED Warm White 25' Long on Green Wire<br>SKU: CGWA50-G-WW | \$10.15           | 2438     | \$24,745.70        |
| Warm White S14 LED Plastic Filament Medium Base e26 Bulbs - 25pk<br>SKU: LED-S14-FB1W-WW | \$24.65           | 40       | \$986.00           |
| 100' Black Commercial Grade Stringer (E26 Base)<br>SKU: HD-MB-50-24-BK                   | \$59.95           | 20       | \$1,199.00         |
|  | <b>Sub-Total:</b> |          | <b>\$26,930.70</b> |
|  | <b>Shipping:</b>  |          | <b>\$0.00</b>      |
|  | <b>Tax:</b>       |          | <b>\$2,884.82</b>  |
|  | <b>Total</b>      |          | <b>\$29,815.52</b> |

S14 LED Bulbs:

<https://www.noveltylights.com/led-s14-commercial-grade-glass-bulbs>

Suspended Version:

<https://www.noveltylights.com/suspended-commercial-grade-light-stringer-black-330-feet>

Non-Suspended Version:

<https://www.noveltylights.com/330-black-commercial-grade-stringer-e27-base>

Thank you!

**Ryan H. Coors**

Marketing & Account Manager

Novelty Lights, LLC

9800 E. Easter Ave Ste. 160

Centennial, CO 80112

[ryancoors@noveltylights.com](mailto:ryancoors@noveltylights.com)

Direct: (720) 420-3585





# SALES QUOTE

**St. Nick's Christmas Lighting & Décor**

6861 Walker St.

La Palma, CA 90623

(562) 438-0017 | noah@st-nicks.com

**Sales Order #**

**DATE**

Quote

8/5/2022



**BILL TO**

Lizandro (Louie) Galaviz  
 The City of San Luis, AZ  
 1090 E Union St  
 San Luis, AZ 85349  
[lgalaviz@sanluisaz.gov](mailto:lgalaviz@sanluisaz.gov)

**TERMS**

All Sales Final

Due Upon Receipt

| DESCRIPTION   | QTY  | UNIT PRICE | AMOUNT              |
|---|------|------------|---------------------|
| 50ct 5mm LED Mini Lights. 6" Spacing. Green Wire. 25FT (WW) CG  | 2438 | \$11.99    | \$ 29,231.62        |
|   |      |            |                     |
| E26 Socket Spool - 250FT - 24" Spacing (Commercial Grade)   | 8    | \$499.99   | \$ 3,999.92         |
| Tivoli Faceted E26 Market Light Bulbs (Commercial Grade)  | 1080 | \$1.99     | \$ 2,149.20         |
|    |      |            |                     |
| <b>Shipping To 85349:</b>   | 1    | \$975.00   | \$ 975.00           |
| <b>Please Note:</b> Orders placed will automatically be shipped Express Ground, unless otherwise requested - with the exception of overnight on Fridays; we do not provide overnight shipping on orders placed on Fridays. We are not responsible for shipping delays and there are no refunds. |      |            | -                   |
| <b>Thank you for your business!</b>   |      |            |                     |
| <b>SUBTOTAL</b>   |      |            | \$ 36,355.74        |
| <b>TAX RATE</b>   |      |            | 8.750%              |
| <b>TAX</b>  |      |            | \$ 3,181.13         |
| <b>TOTAL</b>  |      |            | \$ <b>39,536.87</b> |

**Authorized by**




**Date**

# City of San Luis Purchase Pricing 2022



## Mini Lights/Lighting Decor

\*Purchase

| Item              | Description  | Photo  | Qty  | Rate      | Total        |
|-------------------|--|--|------|-----------|--------------|
| Mini Lights       | 50 Warm White Wide Angle LED Light on Green Wire, 25' Christmas Single Mold Light Strand. 6" Spacing. Standard Plug  |   | 2438 | \$14.05   | \$ 34,253.90 |
| S14 Stringer Wire | 5 Medium Base E26 Socket Set. This socket set features SPT2 16 Gauge Black Wire 8' Lead wire, 24" Spacing, 250' Long |   | 8    | \$ 399.95 | \$ 3,199.60  |
| S14 Faceted Bulbs | S14 LED Warm White Faceted Replacement Bulb E26 Nickel Base, 10 Diodes, 120V Dimmable                                |  | 1000 | \$ 4.25   | \$ 4,250.00  |
| Shipping          | Freight  | TBD  | 1    |           | \$ -         |

Shipping and taxes to be implemented upon approval of products and quantities.  
 Product availability and lead times may vary during season  
 Pricing is subject to change

|                  |              |
|------------------|--------------|
| <b>Subtotal</b>  | \$ 41,703.50 |
| <b>Sales Tax</b> |              |
| <b>Total</b>     | \$ 41,703.50 |

# City of San Luis Purchase Pricing 2022



## Timing and Agreement:

- Please allow 2 month lead time following P.O. for product shipping.
- Shipping and Taxes to be applied when product quantities approved.

**Rental:** N/A  
**Purchase:** Yes, Purchase of Decor  
**Installation Date:** N/A  
**Strike Date:** N/A  
**Working Hours:** Business Hours  
**Delivery Address:** 1090 E Union Street, San Luis, AZ 85349  
**Insurance:** Insurance Certificates, Fee of \$200 **Accepted Or Denied (please circle one)**

To execute this agreement, sign this proposal and the Terms and Conditions. Please note the payment schedule above, in addition any delinquent accounts with a past due balances are subject to a \$90.00 late fee. Upon receipt of initial payment, the dates of installation & removal will be secured. **This quote is valid for 30 days.** Thank you.

Sincerely,

A handwritten signature in black ink that reads "Joseph Castro".

Joe Castro

A handwritten signature in black ink that reads "Will Gugerty".

Will Gugerty

---

Authorized Signer

---

Printed Name

---

Date



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

5. D.

**Meeting Date:** 09/28/2022

**Department Head:** Lizandro Galaviz, Acting City Manager, Administration

**Submitted By:** Crystal Ochoa, Administrative Coordinator, Parks & Recreation Department

**Action Requested:** Motion

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#### ITEM:

Discussion and possible action on any and all matters regarding the placement of an International Peace Pole to be donated by the San Luis FRONTERA Rotary Club. **(Lizandro Galaviz, Acting City Manager)**

#### SUMMARY:

The San Luis FRONTERA Rotary Club would like to present the City of San Luis with an International Peace Pole. This is part of an international project for Rotary International that would be donated by all the local Rotary Clubs in Yuma County. The proposed location for the International Peace Pole would be at the corner of Main Street and Urtuzuastegui Street.

A picture of what the International Peace Pole would look like is attached. Staff is open to any recommendations that City Council may have.

#### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO APPROVE THE PLACEMENT OF THE INTERNATIONAL PEACE POLE ON THE CORNER OF MAIN STREET AND URTUZUASTEGUI STREET.**

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#### Fiscal Impact

**IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:** NO

**CITY/STATE/FEDERAL FUNDS:** N/A

**TOTAL:** N/A

**BUDGETED AMOUNT:** N/A

**AVAILABLE AMOUNT TO TRANSFER:** N/A

**ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:** 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.

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#### Attachments

Front View - International Peace Pole

Main Street View - International Peace Pole

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**SOL**  
International

**SAN AZUL**



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

6. A.

**Meeting Date:** 09/28/2022

**Department Head:** Eulogio Vera, Director of Public Works, Public Works Department

**Submitted By:** Jorge Perez, Assistant Director of Public Works, Public Works Department

**Action Requested:** Motion

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#### ITEM:

Discussion and possible action on any and all matters regarding the engagement of James Davey and Associates, Inc. for the design of Well Site #5 Improvements. **(Eulogio Vera, Director of Public Works)**

#### SUMMARY:

##### Background

The City of San Luis water system is composed of seven (7) well sites which include the following major components: ground wells, storage tanks, booster pumps, and treatment units. At this point, the city continues to meet the water demand based on the current population. Based on the increasing population and its increases in water demand, the City of San Luis needs to make improvements to its water system to be able to maintain the level of service to its residential, commercial, and industrial customers.

##### Request

The Public Works Department and its Water Division are seeking approval to engage James Davey and Associates, Inc., (JDA) for engineering services in the design and construction phase services of Well Site #5 (Public Works Yard) improvements. Such improvements will constitute the construction of new groundwater well, a new manganese treatment unit (MTU), and an expansion of our current office to provide for a system control room at said site. By doing so, the city will be increasing its treated water production by 1,100 gallons per minute (GPM).

Said improvements will entail phase one of the water distribution system improvements intended to occur over the upcoming four (4) years. Subsequent phases will constitute additional storage tanks, booster pumps, ground wells, and treatment units at a different system location.

Staff is seeking Mayor and City Council approval to engage James Davey and Associates, Inc., (JDA) for this project in the amount of \$283,639.00 as authorized under City Code Section 3.05.080 - Professional Services. JDA is very knowledgeable about the City of San Luis water system and has served the city in multiple water system projects in the past.

#### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO APPROVE THE CONTRACT WITH JAMES DAVEY AND ASSOCIATES, INC. IN THE AMOUNT OF \$283,639.00.**

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**Fiscal Impact**

**IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:** Yes  
**CITY/STATE/FEDERAL FUNDS:** City  
**TOTAL:** \$283,639.00  
**BUDGETED AMOUNT:** \$1,829,970.00  
**AVAILABLE AMOUNT TO TRANSFER:** N/A  
**ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:** Capital Outlay - CIP /  
300-302-90015 / \$1,829,970.00

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

This is a budgeted item for fiscal year 2022-2023.

Available funding: Capital Outlay - CIP / 300-302-90015 / \$1,829,970.00

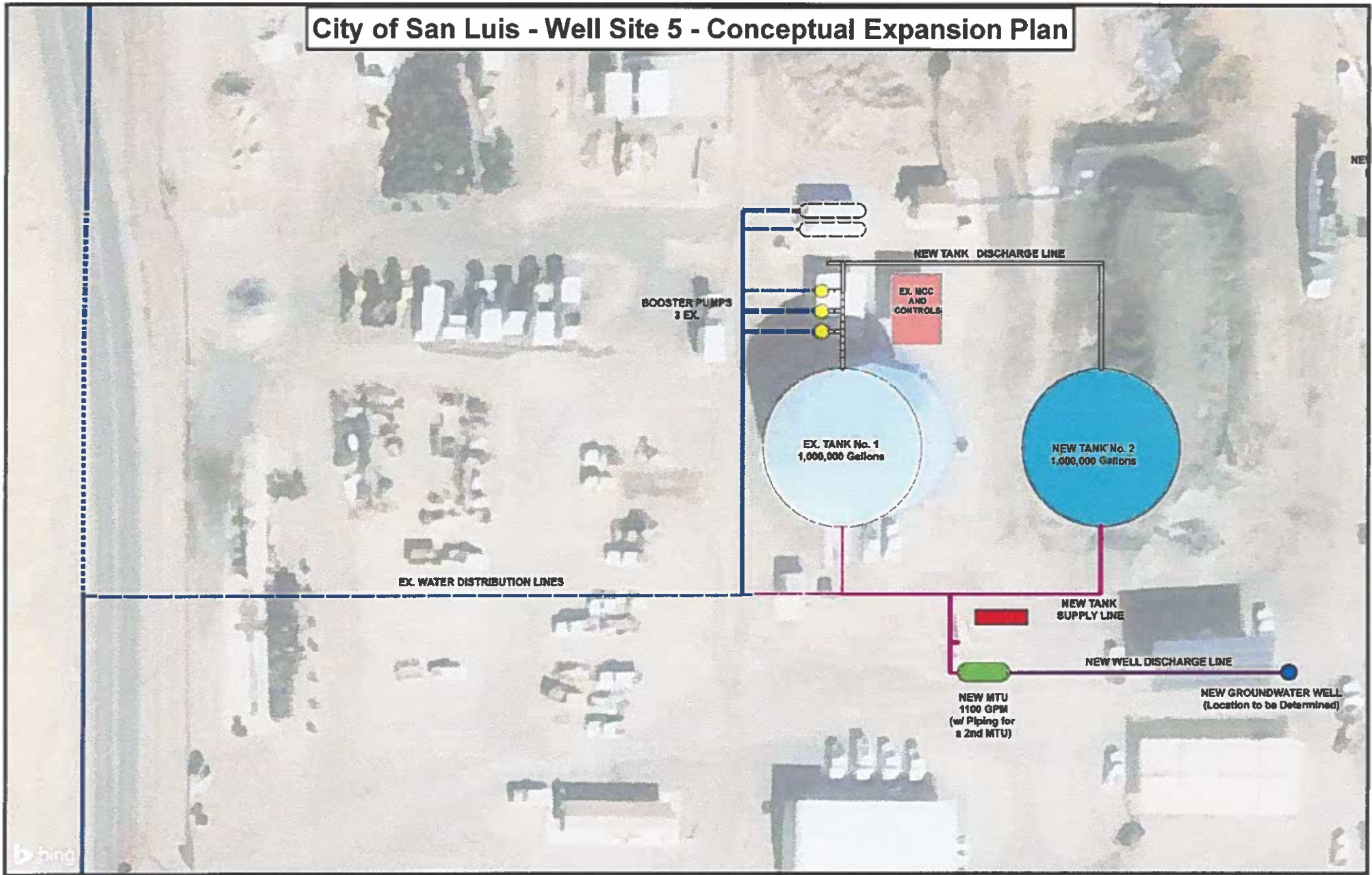
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**Attachments**

Conceptual Expansion Plan  
Conceptual Design Report  
Engineering Proposed Agreement  
Design Services Proposal  
Bidding Assistance and Construction Services Proposal

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# City of San Luis - Well Site 5 - Conceptual Expansion Plan



**City of San Luis**  
**2022 Water System Improvements**  
**Proposed Phasing of Improvements**

James Davey and Associates, Inc.  
July 27, 2022

The City of San Luis needs to make improvements to its water system to meet the needs of the increasing population of the City and corresponding increases in water demands. These improvements include additional water supply wells, additional water storage tanks, additional water treatment capacity, and additional pressure booster pumps.

A Conceptual Design Report (Report) addressing the needed improvements was prepared in January 2022. As a follow-up to the Report, this memorandum was prepared to document the priorities for implementation of the needed improvements.

Recommended Water System Improvements

The improvements recommended in the Report were based on dividing the City into a 'west zone' and an 'east zone.' For the west zone of the City of San Luis, i.e., that portion of the City west of 10<sup>th</sup> Avenue, the recommended improvements were assumed to be constructed at Well Sites 5 as it is the site with the most area available for expansion. Improvement for the east zone would be constructed at Well Site 7, the only well site east of 10<sup>th</sup> Avenue.

Recommended improvements are:

Well Site 5

- 1 new 1100-gpm groundwater well
- 1 new 1 million-gallon water storage tank
- 1100 gpm of water treatment capacity (possibly 2 x 1100 gpm for redundancy)
- No additional booster pumps (depending on control of flows between zones)

Well Site 7

- 1 new 1100-gpm groundwater well
- 1 new 1 million-gallon water storage tank
- 1100 gpm of water treatment capacity
- Up to 3500 gpm of additional booster pump capacity (depending on flows between zones)

Per discussions with the City the above improvements will need to be constructed over several years and priorities need to be set as to which improvements are needed first. Therefore, a further analysis of the needs for the improvements was conducted to determine which improvements should be constructed first and which components can be constructed later.

The attached Table 1, as modified from the Report, shows the analysis of storage, water treatment, groundwater well and booster pump capacities as they now exist versus the recommended capacities of the Report.

The capacity for each component for the water system as a whole and for the east and west zones of the water system was calculated as a percentage of recommended capacity. Percentages over 100% of required capacity signify that the existing water system components are adequate for the time being while percentages of less than 100% signify more urgent needs to add more water treatment, well, storage or booster pump capacity.

It is noted that the analysis is based on calculated demands for when the City's population reaches 45,000 residents, a level which is quickly being approached. It is also noted that most of the current growth of the City is occurring in the east zone of the water system. As such, the west zone already is near the projected population levels while the east zone will reach those levels once additional development occurs.

The water system components identified in Table 1 as needing the most immediate improvements are:

#### Water Treatment Capacity and Groundwater Well Capacity

- The west zone is at only 77% of required water treatment capacity. It is also at 77% of usable groundwater well capacity (it does have backup wells at Well Sites 3 and 6, though these wells do not have corresponding water treatment capacities for manganese removal.)
- There is excess water treatment and well capacity in the east zone (123% of required capacity.) This excess capacity can flow to the west zone though only through a single pipeline.
- The overall system is at 93% of water treatment and well capacity – i.e., there is not enough overall capacity even with the excess capacity of the east zone contributing to the west zone .

#### **Recommendation –**

- ***As a 1<sup>st</sup> priority, construct a new groundwater well and manganese treatment unit, each of about 1100 – 1200 gpm capacity, at Well Site 5. To provide redundancy, a dual MTU and/or well could be provided, depending on available budget.***
- ***Additional well and treatment capacity is not needed at Well Site 7 at the present time, though eventually may be needed (4<sup>th</sup> priority.)***

It should be noted that by providing water supply and treatment capacity at Well Site 5, which currently has none, such increases the usefulness of the storage tank at Well Site 5. Currently the tank is filled from the distribution system and operationally it is difficult to effectively use its capacity during times of peak demands. With new well and MTU the existing tank at Well Site 5 could be filled independently of the other well sites.

#### Water Storage Capacity

- The Conceptual Design Report identified total system storage needs based on storage as required by the Arizona Administrative Code (AAC 18-05-503, which for groundwater supplied systems only requires storage of maximum day demand less the capacity of available groundwater wells, excepting the largest well.) The current water system meets this criteria for the total system and the East and West Zones. This is a rather minimal requirement and the City has historically exceeded these requirements.
- More restrictive requirements for storage are providing storage are to provide for full maximum day demand storage or for providing fire flow plus emergency and diurnal changes in demand. Both of these alternative requirements result in over double the storage needs of the AAC requirements. The current water system does not meet these

requirements, being at about 58% to 61% of them for the total system and for the West Zone and 43% for the East Zone.

**Recommendations –**

- ***As a 2nd priority (as minimal requirements are now met but more stringent requirements are not), provide additional water storage consisting of an additional 1.0 million-gallon water tank at Well Site 7.***
- ***The 1 MGD tank at Well Site 7 should be the higher priority of the two tanks due to elevation difference between the well sites with Well Site 7 being higher. As such Well Site 7 can more easily feed Well Site 5 than vice versa.***
- ***A 1.0 million-gallon water tank at Well Site 5 will also be needed though it can be provided as a 3rd priority. This will provide additional support for the West Zone and minimize reliance on the connection between the two zones.***

Booster Pump Capacity

- There are two requirements for booster pump capacity – (1) to meet peak hour demands (peak hour plus 10%) and (2) to meet fire flow demands (maximum day plus fire flows.)
- The system as a whole meets the peak hour demands at 115% of needed capacity. The east zone is somewhat short on booster pump capacity when considered separately, at 78% of requirements, but this neglects flows to the East Zone that would occur from the West Zone as East Zone pressures dropped during peak demands.
- For fire flow demands, the West Zone has adequate booster pump capacity at 108% of requirement. The East Zone, however, is only at 38% of booster pump capacity. With this deficit in the East Zone capacity, the overall system is at 79% capacity.

**Recommendation -**

- **As a 3rd priority, additional booster pumps, along with necessary connecting piping, be installed at Well Site 7. This could be in conjunction with the additional 1.0 MG storage tank at Well Site 5.**

In summary, the phasing of improvements at Well Sites 5 and 7 are recommended to as shown below, with suggested fiscal years for construction, depending on City of San Luis budgets.

|  |                                   |
|--|-----------------------------------|
| <u>Phase 1</u>   | <u>Budget Cost</u>                |
| ▪ 1100 – 1200 gpm groundwater well at Well Site 5  | \$750,000                         |
| ▪ 1100 - 1200 gpm of water treatment capacity at Well Site 5<br>(possibly with a second MTU for redundancy.) | <u>\$2,000,000</u><br>\$2,750,000 |
| <u>Phase 2</u>   | <u>Budget Cost</u>                |
| ▪ 1 million-gallon water storage tank at Well Site 7   | \$1,500,000                       |
| <u>Phase 3</u>   | <u>Budget Cost</u>                |
| ▪ 1 million-gallon water storage tank at Well Site 5   | \$1,500,000                       |
| ▪ Additional booster pumps at Well Site 7 (3600 gpm of capacity.)  | <u>\$750,000</u><br>\$2,250,000   |
| <u>Phase 4</u>   | <u>Budget Cost</u>                |
| ▪ 1100 – 1200 gpm groundwater well at Well Site 5  | \$750,000                         |
| ▪ 1100 - 1200 gpm of water treatment capacity at Well Site 5<br>(possibly with a second MTU for redundancy.) | <u>\$2,000,000</u><br>\$2,750,000 |

Table 1

**Summary of City of San Luis Water System Demands and Flows For Future Population of 45,000 - With Proposed System Improvements  
- Evaluation of Existing Capacities to Needed Capacities**

(Based on Use of 2 Operating Zones for City - West (West of 10th Ave.) and East Zone (East of Ave. F-1/2) as Connected by 16" Water Line

| <b>Service Area and Population Projections</b>                              | <b>Total Service Area</b>   | <b>West Zone</b>   | <b>East Zone</b>                                 |
|---|---|--|--|
| Service Area Size   | 3372 Acres  | 2180 Acres   | 1193 Acres                                       |
| Population  | 45000 Residents   | 29086 Residents  | 15914 Residents                                  |
| <b>Water Treatment Capacity Required (Manganese Treatment Units)</b>        |   |  |  |
|   | Existing - 4700 GPM/6.8 MGD   | Existing - 2500 GPM/3.5 MGD  | Ex - 2200 GPM/3.2 MGD                            |
| Max. Day + 10%  | 5048 GPM  | 3263 GPM   | 1785 GPM   |
|   | 7.3 MGD   | 4.7 MGD  | 2.6 MGD  |
| <i>Ratio of Existing to Required Capacity</i>                               | 93% (4700/5048 GPM)   | 77% (2500/3263 GPM)  | 123% (2200/1785 GPM)                             |
| <b>Proposed Additional MTU's</b>  |   | <b>Add 1100 GPM MTU at WS5</b>   | <b>Add 1100 GPM MTU at WS7 (Spare Capacity)</b>  |
| Capacity with Additional MTUs   | 6900 GPM<br>(137%)  | 3600 GPM (Usable)<br>(110%)  | 3300 GPM<br>(185%)                               |
| <b>Well Capacity Required</b>   |   |  |  |
|   | Existing - 6200 GPM/8.9 MGD - Limited to 4700 GPM treatable by MTU Capacity at WS's 3 & 6 | Ex. - 4000 GPM/5.7 MGD<br>2 Spare Wells - WS3, WS6 - Only 2500 GPM treatable | Ex. - 2200 GPM/3.2 MGD<br>No Spare Wells         |
| Max. Day + 10%  | 5048 GPM  | 3263 GPM   | 1785 GPM   |
| <i>Ratio of Existing to Required Capacity</i>                               | 93% (4700/5048 GPM)   | 77% (2500/3263 GPM)  | 123% (2200/1785 GPM)                             |
| <b>Proposed Additional Wells</b>  |   | <b>Add 1100 GPM Well at WS5</b>  | <b>Add 1100 GPM Well at WS7 (Spare Capacity)</b> |
| Capacity with Additional Wells  | 6900 GPM<br>(137%)  | 3600 GPM (Usable)<br>(110%)  | 3300 GPM<br>(185%)                               |
| <b>Total Required Storage</b>   |   |  |  |
|   | 3.8 MG Existing   | 2.5 MG Existing<br>(w/o WS1 and WS2)   | 1 MG Existing                                    |
| (1) 6 Hours Fire Flow + 10% Emergency + (Peak Hr - Max Day) Diurnal Demand  | 6.3 MG  | 4.1 MG   | 2.3 MG   |
| (2) 1.0 x Max. Day Demand   | 6.6 MG  | 4.3 MG   | 2.3 MG   |
| (3) AAC-18-5-503 - 1.0 x Max. Day less Well Capacity (except largest well)) | 1.6 MG  | 2.2 MG   | 0.8 MG   |
| <i>Ratio of Existing to Required Capacity</i>                               |   |  |  |
| ▪ Em. + (Pk Hr - Max Day)   | 61% (3.8/6.3 MG)  | 61% (2.5/4.1 MG)   | 43% (1.0/2.3 MG)                                 |
| ▪ 1.0 x Max Day Demand  | 58% (3.8/6.6 MG)  | 59% (2.5/4.3 MG)   | 43% (1.0/2.3 MG)                                 |
| ▪ AAC 18-5-503 Requirements   | 242% (3.8/1.6 MG)   | 115% (2.5/2.2 MG)  | 126% (1.0/0.8 MG)                                |
| <b>Proposed Additional Storage</b>  |   | <b>Add 1 - 1MG Tank at WS5</b>   | <b>Add 1 - 1MG Tank - WS7</b>                    |
| Capacity with Additional Storage  | 5.5 MG<br>(83%) of Max. Day   | 3.5 MG<br>(82%) of Max. Day  | 2.0 MG<br>(86%) of Max. Day                      |
| <b>Booster Pumps Requirement</b>  |   |  |  |
| Existing Booster Pumps  | 8700 GPM (Existing)   | 6900 GPM (Existing, w/o WS1 and WS2)   | 2100 GPM (Ex.)                                   |
| Flow from Adjacent Zone (16"Ø x 3 fps)                                      |   | <u>Up to 1885 GPM (to be Confirmed)</u>                                      | <u>0 GPM (to be Confirmed)</u>                   |
| Peak Hour + 10%   | 7571 GPM  | 8785 GPM   | 2100 GPM   |
| Max. Day + Fire Flow  | 10972 GPM   | 8170 GPM   | 2677 GPM   |
| <i>Ratio of Existing to Required Capacity</i>                               |   |  |  |
| Peak Hour + 10%   | 115% (8700/7571 GPM)  | 180% (=8785/4894 GPM)  | 78% (=2100/2677 GPM)                             |
| Max. Day + Fire Flow  | 79% (8700/10972 GPM)  | 108% (=8785/8170 GPM)  | 38% (=2100/5529 GPM)                             |
| <b>Proposed Additional Pumps</b>  |   | <b>None (with East Zone Flows)</b>   | <b>Up to 3600 4 x 900 or 3 x 1200 at WS7</b>     |
| Capacity w/ Additional Pumps  | 12600 GPM<br>(115%) of Max Day + FF   | 6900 GPM<br>(108%) of Max Day + FF   | 5700 GPM<br>(103%) of Max Day + FF               |

## **PROFESSIONAL ENGINEERING SERVICES AGREEMENT**

Professional Services Agreement (this “Agreement”) is effective this \_\_\_\_ day of September 2022, between the City of San Luis, Arizona, a municipal corporation of the State of Arizona (“CITY”), and James Davey and Associates, Inc., an Arizona corporation, authorized to do business in the State of Arizona (“ENGINEER”). ENGINEER and CITY may be referred to singularly as the “Party” and collectively as the “Parties.”

### **RECITALS**

The Parties entered into this Agreement based on the following facts, understanding, and intentions of the Parties:

- A. CITY has determined that it is in the public interest to proceed with the work described below in Section One (the “Project”).
- B. CITY has determined that the Project involves the performance of professional and technical services of a temporary nature.
- C. CITY desires to engage ENGINEER, and ENGINEER agrees to render certain technical advice and professional services to CITY as necessary.

**In consideration of the mutual covenants contained herein, the Parties agree as follows:**

### **SECTION ONE. DESCRIPTION OF PROJECT**

The Project described in the attached Exhibit 1, ENGINEER’s Proposal for Engineering Services for City of San Luis Well Site 5, addition of new well, new manganese treatment unit (MTU), and water operations building addition of September 5, 2022, and Exhibit 2, ENGINEER’s Proposal for Engineering Services for City of San Luis Well Site 5, addition of new well, new manganese treatment unit (MTU), and water operations building addition of September 23, 2022, for the City of San Luis water system improvements. Exhibit 2 adds bidding phase and construction phase services. Exhibits 1 and 2 are incorporated by reference as though fully set forth again in full.

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**SECTION TWO.  
SCOPE OF WORK**

ENGINEER's scope of work is as described in the proposals for engineering services, as shown in Exhibit 1 and Exhibit 2.

**SECTION THREE.  
ADDITIONAL SERVICES**

CITY and ENGINEER understand that it may be necessary, in conjunction with the Project, for ENGINEER to perform or secure the performance of services other than those set forth in the proposal. If the CITY requests additional services, ENGINEER shall advise CITY in writing of the need for additional services and the cost and estimated time to perform the additional services. ENGINEER shall not proceed to perform any such additional service until CITY has determined that such additional service is beyond the scope of the basic services to be provided by ENGINEER and has given its written authorization to proceed. Written approval for performance and compensation for additional services may be granted by the CITY's Director of Public Works or the San Luis City Manager. Except as stated in this paragraph, any additional service shall require a written amendment to this Agreement and shall be subject to all the provisions of this Agreement.

**SECTION FOUR.  
AUTHORITY OF THE PUBLIC WORKS DIRECTOR**

ENGINEER shall perform all necessary services provided under the Agreement and outlined in the proposal and shall do, perform, and carry out such work in a satisfactory and proper manner as determined by and to the satisfaction of the Director of Public Works. The Director of Public Works reserves the right to make changes, additions, or deletions to the scope of work as deemed to be necessary or advisable to implement and carry out the purposes of the Agreement. Any changes, additions, or deletions to the scope work shall be subject to an approved and executed amendment to the Agreement. The Director of Public Works is authorized to execute the change orders on behalf of CITY.

**SECTION FIVE.  
RESPONSIBILITY OF ENGINEER**

By executing this Agreement, ENGINEER represents and states to CITY that it possesses or

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will arrange to secure from others all necessary professional capabilities, experience, resources, and facilities necessary to provide to CITY the services contemplated under this Agreement. ENGINEER further warrants that it will follow the current generally accepted practices of the profession to make findings, render opinions, prepare factual presentations, and provide professional advice and recommendations regarding the Project for which services are rendered under this Agreement.

**SECTION SIX.  
INDEPENDENT CONTRACTOR**

The Parties to this Agreement agree that ENGINEER, its employees, agents and subcontractors shall be independent contractors with regard to the providing of services under this Agreement and that ENGINEER's employees, agents, and subcontractors shall not be considered to be employees or agents of CITY, for any purpose, whatsoever, and will not be entitled to any of the benefits CITY provides for its employees. Rights of the ENGINEER as independent contractor include, but are not limited to, control of the work, manner, and methods of the work, and the right to contract with other employers.

Rights of the CITY include but are not limited to, inspection and approval of the work and the right to contract with others to perform the work.

**SECTION SEVEN.  
MATERIALS AND EQUIPMENT**

ENGINEER shall furnish at its own expense all materials and equipment necessary to carry out the terms of this Agreement.

**SECTION EIGHT.  
DIGITAL FILES**

ENGINEER shall furnish copies of all deliverables in digital format. Files shall be compatible with the current versions used by CITY. CITY shall be the owner of the files and owner of all copyrights or other intellectual property rights thereto.

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**SECTION NINE.  
EMPLOYMENT OF PERSONNEL**

ENGINEER shall provide experienced and qualified personnel to carry out the work to be performed by ENGINEER under this Agreement and shall be responsible for and in full control of the work of such personnel.

**SECTION TEN.  
TIME OF PERFORMANCE**

Subject to the provisions of this Agreement, ENGINEER agrees to perform the Project in accordance with the proposal. The services of ENGINEER are to be undertaken and completed in such a sequence as to assure their expeditious completion in light of the purpose of this Agreement. ENGINEER's anticipated period of performance following execution of this agreement will be 6 months for the design phase of the project as described in Exhibit 1 and additional 6 months for the bidding and construction services as described in Exhibit 2. Time is of the essence of this Agreement.

**SECTION ELEVEN.  
COMPENSATION**

Subject to the provisions of this Agreement, ENGINEER agrees to perform the work and services specified and outlined in the proposal for an amount not to exceed \$147,304.00 for the design services, as delineated in the proposal at Exhibit 1, and not to exceed \$136,335.00 for the bidding and construction services, as delineated in the proposal at Exhibit 2 unless specifically authorized by a written amendment to this Agreement executed prior to the commencement of any additional work. ENGINEER shall prepare invoices in accordance with this Agreement and shall submit such invoices to CITY once a month, covering the amount and value of the Project satisfactorily performed by ENGINEER up to the date of such invoice. No later than 45 days from the receipt of an invoice, CITY shall pay ENGINEER for work satisfactorily performed on a time and materials basis.

If the CITY wants the ENGINEER to travel outside of Yuma County, then it shall be handled as an additional service which shall require a written amendment to this Agreement and shall be subject to all the provisions of this Agreement.

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**SECTION TWELVE.  
ASSIGNMENT**

ENGINEER shall not assign any duties, responsibilities or obligations under this Agreement without the prior written consent of CITY.

**SECTION THIRTEEN.  
INDEMNIFICATION**

To the fullest extent permitted by law, ENGINEER agrees to indemnify, protect, defend and hold harmless CITY, its Mayor, Council Members, any and all of its officers, directors, officials, employees, agents, insurers, and indemnitors (“Indemnified Parties”) for, from and against any and all suits, claims, losses, liabilities, damages, costs, expenses, and debt, including reasonable attorneys’ fees and costs incurred by the CITY which arise out of, attributable to or caused in whole or in part by acts or omissions of ENGINEER (or its officers, directors, shareholders, agents or employees) including but not limited to injuries to ENGINEER’s employees who may or may not be covered by workers’ compensation insurance; except, to the extent such suits, claims, losses, liabilities, damages, costs, expenses and debt result from acts or omission of the CITY or any Indemnified Parties. This indemnification provision shall apply to suits, claims, losses, liabilities, damages, costs, expenses, and debt that are not otherwise covered by the CITY’s Liability Insurance provided for by the Arizona Municipal Risk Pool.

Notwithstanding the foregoing, but without limiting insurance coverage provided by Section 14 of this Agreement, ENGINEER, and its partners, agents, and employees, shall not be liable to CITY, whether jointly, severally, or individually, in excess of the compensation paid by the City to the ENGINEER under any Agreement as a result of any act or omission not amounting to willful or intentional wrong. CITY hereby agrees that to the fullest extent permitted by law, but without limiting insurance coverage provided by Section 14 of this Agreement, ENGINEER shall not be liable to CITY for any special, indirect, or consequential damages whatsoever, whether caused by ENGINEER’s negligence, errors, omissions, strict liability, breach of contract, breach of warranty or other cause or causes whatsoever.

**SECTION FOURTEEN.  
INSURANCE**

A. Insurance Requirements.

Prior to the beginning and throughout the duration of the work, ENGINEER will maintain

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insurance in conformance with the requirements set forth below. ENGINEER will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth in this Section Fifteen, then such coverage shall be amended to do so. ENGINEER acknowledges that the insurance coverage and policy limits set forth in this Section Fifteen constitute the minimum amount of coverage required. Any insurance proceeds in excess of the limits and coverage required in this Agreement, the following types and amounts of insurance:

Without in any way limiting ENGINEER's liability pursuant to the indemnification described above, ENGINEER shall maintain, during the term of this Agreement, the following types and amounts of insurance:

Coverage Type

Commercial General Liability, including:

Coverage Amounts- Minimum Limits:

Premises and Operations  
Contractual Liability

\$1,000,000 Combined Single Limit, per occurrence and \$2,000,000 general aggregate

Personal-Injury Liability

Independent Contractors Liability

Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits.

Comprehensive Automobile Liability  
(including, owned, non-owned and hired autos)

\$1,000,000 Combined Single Limit, per Occurrence

If ENGINEER owns no vehicles, then this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If ENGINEER or ENGINEER's employees use personal motor vehicles in any way on this Project, then ENGINEER shall obtain evidence of personal motor vehicle liability coverage for each such person.

Workers Compensation and Employer's Liability

Statutory \$1,000,000

Professional Liability

\$1,000,000 per claim and \$2,000,000 annual aggregate

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Except for Workers Compensation and Professional Liability Insurance coverage, such insurance shall include additional endorsements naming CITY and its directors, officers, employees, and agents as additional insured with respect to liabilities arising out of the performance of services under this Agreement. ENGINEER shall provide CITY with certificates of insurance documenting that the ENGINEER has obtained the above coverages. Such certifications shall include the required provisions and endorsements required by this Agreement. Such Certificates shall include a statement that insurance may not be canceled without 30 days' prior written notice to CITY by first class mail, postage prepaid, 10 days of notice in the event that cancellation is due to nonpayment of premium.

B. Certificates of Insurance and Endorsements.

ENGINEER will provide the City with a certificate of insurance and endorsement naming CITY as an additional insured under General Liability and Auto Liability, if applicable. Such liability insurance maintained by ENGINEER shall be primary and non-contributory, and any coverage maintained by CITY shall not be expected to contribute to any claims arising from the work under this Agreement. The ENGINEER shall provide these certificates to the CITY within 10 days of execution of this Agreement and prior to engaging any operation or activities set forth in this Agreement. The foregoing policies shall provide that no cancellation, major change in coverage, or expiration by the insurance company or the insured during the term of this Agreement shall occur without 30 days' written notice to CITY prior to the effective date of such cancellation or change in coverage.

**SECTION FIFTEEN.  
COMPLIANCE WITH LAWS AND REGULATIONS**

Services performed by ENGINEER pursuant to this Agreement shall be performed in accordance with full compliance to all applicable federal, state, and CITY laws and any rules or regulations promulgated under such laws, including but not limited to the following Arizona required provisions:

A. Conflict of Interest

ENGINEER declares that he presently has no interest and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services under this Agreement. ENGINEER further declares that in the performance of this Agreement, no subcontractor or person having such interest shall be employed. ENGINEER certifies that, if he hires any employee, no one who has or will have any financial interest in this Agreement is an officer or employee of CITY. The Parties agree that in

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the performance of the services under this Agreement, ENGINEER shall at all times be deemed an independent contractor and not an agent or employee of CITY. Under Arizona law, rules, and regulations, no member, official, or employee of the CITY shall have any personal interest, direct or indirect, in this Agreement, nor shall any such member, official, or employee participate in any decision relating this Agreement that affects his or her personal interest or the interest of any corporation, partnership or association in which he or she is, directly or indirectly, interested. This Agreement is subject to A.R.S. § 38-511.

**B. Employment Eligibility**

ENGINEER hereby warrants that it complies with all federal immigration laws and regulations that relate to its employees and with A.R.S. § 23-214 relating to verification of employment eligibility. A breach of this warranty shall be deemed a material breach of this Agreement. CITY retains the legal right to inspect the papers of ENGINEER to ensure that ENGINEER complies with this warranty.

**C. San Luis Business License**

ENGINEER shall obtain and maintain a San Luis Business License.

**SECTION SIXTEEN.  
INSPECTION OF WORK**

CITY's representative or its designee shall at all times have the right to inspect the work, services, or performance of ENGINEER. ENGINEER shall furnish all reasonable aid and assistance required by CITY for proper examination of the work or services. Such inspection shall not relieve ENGINEER of any obligation to perform such services in accordance with the law or this Agreement.

**SECTION SEVENTEEN.  
NO WAIVER**

ENGINEER agrees that any waiver by CITY of any breach or violation of any term or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach or violation of the same or any other term or condition. The acceptance by CITY of the performance of any work or services by ENGINEER shall not be deemed to be a waiver of any term or condition of this Agreement.

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**SECTION EIGHTEEN.  
ATTORNEYS' FEES; COURT VENUE**

Should either Party to this Agreement commence legal action against the other (including a formal judicial proceeding, mediation, or arbitration), the case shall be handled in Yuma County, Arizona, or United States District Court for the District of Arizona at the election of the plaintiff in such legal action. The Parties waive any right to object to such venue. Nothing in this paragraph will be deemed to have authorized the bringing of any legal action in a court which does not otherwise have jurisdiction to adjudicate the legal action. The Party prevailing in such action shall be entitled to reasonable attorneys' fees which shall be fixed by the judge, mediator, or arbitrator hearing the case, and such fees shall be included in the judgment, together with all costs.

**SECTION NINETEEN.  
NOTICES**

All notices to be given under this Agreement, or which may be given by either Party to the other, shall be considered validly given and fully received when made in writing and delivered or refused delivery by means of prepaid service by:

- deposit in the United States Postal Service by certified mail, return receipt requested, and postage prepaid,
- personal delivery by process server or
- sent by a nationally recognized courier (e.g., Federal Express, UPS)

and addressed to the respective Parties as follows:

If for the CITY –                      City Manager  
    City of San Luis  
    P.O. Box 1170  
    San Luis, Arizona 85349 (by United States Postal Service)  
    1090 East Union Street (by personal process or courier)  
    San Luis, Arizona 85336

Copy to

City Attorney  
City of San Luis  
P.O. Box 1170

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San Luis, Arizona 85349

If to the ENGINEER – James Davey and Associates, Inc.  
1025 W. 24<sup>th</sup> Street, Suite 2  
Yuma, AZ 85364  
Attention: James V. Davey, PE, RLS

or such other addresses as either Party may from time to time designate in writing and deliver in a like manner. Any such change of address notice shall be given at least ten (10) days before the date on which the change is to become effective.

## **SECTION TWENTY. TERMINATION**

Either Party may terminate this Agreement upon 30 days' written notice to the other Party. In the event of such termination, CITY shall pay ENGINEER for all services performed to the satisfaction of CITY to the date of receipt of notice of termination. An itemized statement of the work performed to the date of termination shall be submitted to CITY. In ascertaining the services actually rendered under this Agreement up to the date of termination, consideration shall be given to both completed work and work in the process of completion and to complete and incomplete documents, whether delivered to CITY or in the possession of ENGINEER.

## **SECTION TWENTY-ONE. OWNERSHIP OF DOCUMENTS**

Upon completion, termination, or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of CITY and may be used, reused, or otherwise disposed of by CITY without the permission of ENGINEER.

When ENGINEER creates any copyrightable material or invents any patentable property under this Agreement, CITY shall retain a royalty-free, non-exclusive and irrevocable license to reproduce, publish, recover, or otherwise use the materials or property and to authorize others to do the same.

James Davey and Associates, Inc., and City of San Luis  
Engineering, Design, Bidding and Construction Services  
Water System Improvements

**SECTION TWENTY-TWO.  
GOVERNING LAW AND SEVERABILITY**

This Agreement shall be administered and interpreted under the laws of Arizona. Jurisdiction of litigation arising from this Agreement shall be in Arizona. If any part of this Agreement is found to conflict with applicable laws, then such part shall be inoperative and void insofar as it conflicts with such laws, but the remainder of the Agreement shall continue to be in full force and effect.

**SECTION TWENTY-THREE.  
MISCELLANEOUS PROVISIONS**

A. Headings

The descriptive headings of the paragraphs of this Agreement are inserted for convenience only and shall not control or affect the meaning or construction of the provisions of this Agreement.

B. Authority

The undersigned represent to each other that they have full power and authority to enter into this Agreement and that all necessary actions have been taken to give full force and effect to this Agreement.

C. No Third-Party Beneficiaries

There are no third-party beneficiaries to this Agreement, and no person or entity, not a Party, shall have any right or cause of action under this Agreement.

D. No Agency Created

It is not intended by this Agreement to, and nothing contained in this Agreement shall create any agency, partnership, joint venture, or other similar arrangements between the Parties.

E. No Personal Liability

No member, official, or employee of the CITY shall be personally liable to ENGINEER, or any successor or assignee, (a) if any default occurs or breach by the CITY, (b) for any amount which may become due to the ENGINEER or its successor or assign, or (c) under any obligation of the CITY under this Agreement. Notwithstanding anything contained in this Agreement to the contrary, the liability of ENGINEER under this Agreement shall be limited solely to the assets of

James Davey and Associates, Inc., and City of San Luis  
Engineering, Design, Bidding and Construction Services  
Water System Improvements

ENGINEER and shall not extend to or be enforceable against (i) the individual assets of the individuals or entities who are shareholders, members, managers constituent partners, officers or directors of the general partners or members of ENGINEER; (ii) the shareholders, members or managers or constituent partners of ENGINEER; or (iii) officers of ENGINEER.

#### F. Survival

All representations and warranties of ENGINEER, ENGINEER's indemnity, hold harmless, and defense obligations shall survive the expiration or earlier termination of the Agreement.

#### G. Time is of the Essence

Time is of the essence in this Agreement, and ENGINEER agrees to use the utmost diligence and dispatch to speedily have all the work specified in this Agreement entirely completed within 120 days of issuance of Notice to Proceed. Unless otherwise specifically provided in this Agreement, any consent to delay in the performance of the ENGINEER of any obligation shall be applicable only to the particular transaction to which it relates, and it shall not apply to any other obligation or transaction.

#### H. Further Acts

Each of the Parties shall execute and deliver all such documents and perform all such acts as reasonably necessary, from time to time, to carry out the matters contemplated by this Agreement.

#### I. Force Majeure

If ENGINEER or CITY are prevented or materially restricted from performing any of their obligations under this Agreement by an event of force majeure, then the obligations of each Party shall be suspended or reduced to the extent made necessary by the event. As used in this section, "force majeure" means any act or cause not reasonably within the control of the Party whose ability to perform is impaired and which that Party could not have prevented by the exercise of reasonable diligence. Examples of "force majeure" include, but are not limited to, acts of God, fire, flood, explosions, strikes or labor disputes over which the affected Party has no control, sabotage, riots, civil commotion, acts of civil or military authority, wars, pandemic, either state or federally mandated health and safety matters or material changes in applicable business laws or regulations.

#### J. Counterparts

James Davey and Associates, Inc., and City of San Luis  
Engineering, Design, Bidding and Construction Services  
Water System Improvements

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature pages from one or more counterparts may be removed from such counterparts, and such signature pages all attached to a single instrument so that the signature of all Parties may be physically attached to a single document.

[Intentionally left blank, signature page follows]

James Davey and Associates, Inc., and City of San Luis  
Engineering, Design, Bidding and Construction Services  
Water System Improvements

**SECTION TWENTY-FOUR.  
ENTIRE AGREEMENT**

This Agreement, including its Exhibit, represents the entire understanding of CITY and ENGINEER as to those matters contained in this Agreement. No prior oral or written understanding shall be of any force or effect with respect to those matters covered in it. This Agreement may not be modified or altered except by amendment in writing signed by both Parties.

The Parties have executed this Agreement in Yuma County, Arizona, this \_\_\_\_ day of September 2022, which is the day the last Party approved this Agreement.

**City of San Luis, Arizona**

\_\_\_\_\_  
Lizandro Galaviz, Interim City Manager

**ATTEST:**

**APPROVED AS TO FORM:**

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

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

**James Davey and Associates, Inc.**

\_\_\_\_\_  
James V. Davey, PE, RLS

James Davey and Associates, Inc., and City of San Luis  
Engineering, Design, Bidding and Construction Services  
Water System Improvements



Proposal for Engineering Services for:

City of San Luis

Well Site 5

- Addition of New Well, New Manganese Treatment Unit and Water Operations Building Addition -

Prepared by: James Davey and Associates, Inc.

Revised 9/5/2022

| Item | Description  | Project Engineer<br>\$150/Hr | Engineering Technician<br>\$90/Hr | Survey Crew<br>\$175/Hr | Subconsultant Services<br>--- | Comments  |
|------|--|------------------------------|-----------------------------------|-------------------------|-------------------------------|---|
| 1    | Meetings and Project Management  | 70                           |                                   |                         |                               | Includes Initial Scoping Work, Coordination with Pureflow on MTU Purchase, Periodic Design Review Meetings (6 Estimated)            |
| 2    | Topographic Survey   | 2                            |                                   | 8                       |                               | Survey Ex. Well Site.   |
| 3    | Prepare Survey Base Sheets   | 2 Sheets 12 Hrs/Sheet        | 4                                 | 20                      |                               | 1"=20' Scale.   |
| 4    | Data Collection  | 12                           |                                   |                         |                               | Collect Ex. Plans and Utility Data  |
| 5    | Existing Utility Coordination  | 12                           |                                   |                         |                               | Utility locates, survey blue-staked utilities, and potholing if needed. Potholing assumed by City of San Luis crews.                |
| 6    | Geotechnical Investigation   | 4                            |                                   |                         | \$4,885                       | Subcontracted to NEI Geotechnical. Foundation Bearing Pressures and Soil Corrosivity.   |
| 7    | Prepare Conceptual Design Study/Phasing Memo   | 48                           |                                   |                         |                               |   |
| 8    | Water Treatment Plant Hydraulics & Process Analysis                                  | 24                           | 24                                |                         |                               |   |
| 8    | Prepare Groundwater Well Plans and Contract Documents (30%, 90% and Final Submittals |                              |                                   |                         |                               |   |
|      | Cover Sheet  | 1 Sheet 10 Hrs/Sheet         | 2                                 | 8                       |                               |   |
|      | General Sheets   | 1 Sheet 18 Hrs/Sheet         | 8                                 | 10                      |                               |   |
|      | Well and Piping Plans  | 3 Sheet 28 Hrs/Sheet         | 30                                | 54                      |                               | Includes Coordination with MTU Installation   |
|      | Chlorination System Plans  | 2 Sheet 28 Hrs/Sheet         | 20                                | 36                      |                               |   |
|      | Electrical Plans   | 3 Sheets -                   | 8                                 |                         | \$4,900                       | Subcontracted to JOL Enterprises. Includes full SES expansion and Emergency Generator   |
| 9    | Pilot Study for Manganese Treatment Unit - By PureFlow Filtration                    | 20                           |                                   |                         | ---                           | 1 Week Pilot Study with Pureflow Mobile Lab to determine design parameters for MTU. Coordination only - test costs per Pureflow PO. |



**Proposal for Engineering Services for:  
City of San Luis  
Well Site 5**

**- Addition of New Well, New Manganese Treatment Unit and Water Operations Building Addition -**

|           |  |         |              |                  |          |                 |  |                                   |
|-----------|--|---------|--------------|------------------|----------|-----------------|--|-----------------------------------|
| <b>10</b> | <b>Prepare Manganese Treatment Unit Plans and Contract Documents (30%, 90% and Final Submittals)</b> |         |              |                  |          |                 |  |                                   |
|           | Cover Sheet  | 1 Sheet | 10 Hrs/Sheet | 2                | 8        |                 |  |                                   |
|           | General Sheets   | 2 Sheet | 13 Hrs/Sheet | 10               | 16       |                 |  |                                   |
|           | MTU Process Plans  | 3 Sheet | 25 Hrs/Sheet | 20               | 54       |                 | Overall Process Plans - Detailed MTU Process Plans for MTU by PureFlow Filtration                                  |                                   |
|           | MTU Piping Plans   | 5 Sheet | 26 Hrs/Sheet | 40               | 90       |                 | Connection Piping Plans - Detailed Piping Plans for MTU by PureFlow Filtration                                     |                                   |
|           | MTU Electrical Plans   |         |              |                  |          | \$4,600         | Subcontracted to JOL Enterprises. Detailed Electrical Plans for MTU by Pureflow Filtration                         |                                   |
|           | Shade Structure/Electrical Building Structural Plans   | -       |              | 4                |          | \$3,400         | Subcontracted to RCSE  |                                   |
| <b>11</b> | <b>Prepare Water Operations Building Addition Plans</b>  |         |              |                  |          | <b>\$25,000</b> | Subcontracted to Thompson Design Architects (Estimated at \$25,000 - to be adjusted after cost proposal received.) |                                   |
| <b>12</b> | <b>Prepare Summaries of Quantities and Estimates of Probable Cost (60%, 95%, 100%)</b>               |         |              | 20               |          |                 |  |                                   |
| <b>13</b> | <b>Prepare Technical Specifications and Supplementary Conditions</b>                                 |         |              | 40               |          |                 | Includes Coordination with Pureflow on MTU Specifications  |                                   |
| <b>14</b> | <b>Prepare Engineer's Design Report for Groundwater Well</b>   |         |              | 10               | 4        |                 | Water Quality Analysis to be Provided by City of San Luis  |                                   |
| <b>15</b> | <b>Prepare Engineer's Design Report for MTU</b>  |         |              | 16               | 8        |                 | Coordinated with Pureflow.   |                                   |
| <b>16</b> | <b>ADWR Well Approval</b>  |         |              | 12               |          |                 | Coordinated with Well Driller after bidding.   |                                   |
| <b>17</b> | <b>ADEQ New Source/Approval to Construct</b>   |         |              | 16               |          |                 |  |                                   |
| <b>18</b> | <b>ADEQ MTU Approval to Construct</b>  |         |              | 20               |          |                 |  |                                   |
|           |  |         |              | <b>Subtotals</b> | 474      | 332             | 8  | x 1.05                            |
|           |  |         |              |                  | \$71,100 | \$29,880        | \$1,400  | \$44,924                          |
|           |  |         |              |                  |          |                 |  | \$147,304 - Design Phase Subtotal |



**Exhibit No. 2**

*Proposal for Engineering Services for:*

**City of San Luis**

**Well Site 5**

**- Addition of New Well, New Manganese Treatment Unit and Water Operations Building Addition -**

*Prepared by: James Davey and Associates, Inc.*

September 23, 2022

| Item  | Description                                 | Project Engineer<br>\$150/Hr | Engineering Technician<br>\$90/Hr | Survey Crew<br>\$175/Hr | Subconsultant Services<br>--- | Comments   |
|---|---|------------------------------|-----------------------------------|-------------------------|-------------------------------|--|
| <b><u>Bidding Phase and Construction Phase Services</u></b> |   |                              |                                   |                         |                               |  |
| 1   | Project Management                          | 8                            |                                   |                         |                               |  |
| 2   | Bidding Assistance                          | 4                            |                                   |                         |                               | Assisting with Advertising Project                               |
| 3   | Pre-bid Conference                          | 4                            |                                   |                         |                               |  |
| 4   | Prepare Addenda to the Contract Documents   | 6                            | 12                                |                         |                               | Contingency - Estimated hours, depending on Contractor Questions |
| 5   | Bid Opening, Bid Evaluation Report          | 8                            |                                   |                         |                               |  |
| 6   | Assist with Evaluating Bid Protests         |                              |                                   |                         |                               | Contingency - Additional hours if required.                      |
| 7   | Preconstruction Conference                  | 4                            |                                   |                         |                               |  |
| 8   | Bi-weekly Construction Meetings             | 52                           |                                   |                         |                               | Based on a 6-month Project Duration, 13 Meetings                 |
| 9   | Submittal Reviews                           | 12                           |                                   |                         | \$1,200                       | Includes JOL Review of Electrical Submittals                     |
| 10  | <b>Groundwater Well Inspection Services</b> |                              |                                   |                         |                               |  |
|   | Lithologic Logging (Pilot Hole)             | 8                            | 100                               |                         | \$4,000                       | Based on estimated 100-hour Drill Time. Sieve analysis by NEI    |
|   | Zonal Water Sampling and Review             | 8                            | 24                                |                         |                               | Based on 4 to 6 zones, WQ analysis by City of San Luis           |
|   | Well Construction Inspection                | 40                           |                                   |                         |                               | Surface Casing, Blank Casing, Well Screen                        |
|   | Well Development and Testing                | 40                           |                                   |                         |                               | WQ Testing by City of San Luis                                   |
|   | Well Completion Report                      | 24                           |                                   |                         |                               | ADWR Submittal, ADEQ New Source Submittal                        |
|   | Subtotal - Well Services                    |                              |                                   |                         |                               | = \$33,360   |



*Proposal for Engineering Services for:*

**City of San Luis**

**Well Site 5**

**- Addition of New Well, New Manganese Treatment Unit and Water Operations Building Addition -**

|    |  |          |          |     |          |  |
|----|--|----------|----------|-----|----------|--|
| 10 | MTU Inspection Services                                      | 192      |          |     | \$1,800  | 3 Inspections per Week x 4 Months MTU Construction Schedule. Includes 3 JOL Inspections. |
| 11 | MTU Startup  | 80       |          |     | \$1,200  | Based on 2-Week Startup Schedule. Includes JOL Inspections - 2 Each                      |
| 12 | Special Inspections of MTU Shade Structure                   | 4        |          |     | \$5,000  | Subcontracted to Robert Campbell Structural Engineers                                    |
| 13 | Water Operations Building Addition - Construction Services   | 8        |          |     | \$7,500  | Subcontracted to Thompson Design Architects  |
| 14 | Respond to RFI's   | 12       |          |     | \$1,200  | Includes JOL - Electrical RFI's  |
| 15 | Review Requests for Change Orders and Extra Work Orders      | 24       |          |     |          | Contingency - As Needed  |
| 16 | Water Operations Building Addition - Construction Services   | 8        |          |     | \$10,000 | Subcontracted to Thompson Design Architects  |
| 17 | Review Contractor As-Builts. Prepare As-Built Plans (Mylars) | 8        | 20       |     |          | As-builts will need to be sealed for submittal for ADEQ Approval of Construction         |
| 18 | Substantially Complete and Final Inspections                 | 16       |          |     |          | Approx. 3 Inspections - Punchlists and Punchlist Completions. Closeout Paperwork.        |
| 19 | ADEQ Permitting - AOC  | 16       |          |     |          | ADEQ AOC submittal with As-Builts. ADEQ process reviews.                                 |
| 20 | Warranty Inspection  | 6        |          |     |          | At 1-Year Mark   |
|    |  | 592      | 156      | 0   | x 1.05   |  |
|    |  | \$88,800 | \$14,040 | \$0 | \$33,495 | <b>\$136,335 - Construction Phase Subtotal</b>   |



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

6. B.

**Meeting Date:** 09/28/2022

**Department Head:** Monica Castro, Director of Finance, Finance Department

**Submitted By:** Roula Encinas, Accountant, Finance Department

**Action Requested:** Motion

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#### ITEM:

Discussion and possible action on any and all matters regarding authorization to reallocate budget items to address shortfalls and cost increases in the Capital Projects Budget. **(Monica Castro, Director of Finance)**

#### SUMMARY:

Since last year staff has experienced supply chain delays due to the economic rebound from COVID-19, staff shortages and the overstrain on the transportation systems. Due to these supply chain disruptions, several projects initiated in our prior fiscal year were not completed or did not arrive before the year's end. We also have experienced rising prices due to the record high inflation and the budget we allocated to some projects is not enough to bring the projects to completion. For many projects, staff was able to allocate funding in the Fiscal Year 2023 ("FY 2023") budget. However, there were several projects for which staff could not foresee the delay or the cost increase, causing a shortfall in the budget.

To address this issue, staff evaluated the Capital Improvement Plan ("CIP") projects for FY 2023 budget to identify projects that would not be completed this year or that other agencies will be funding. Through this analysis, we could identify budget capacity to reallocate to the projects that have a shortfall or were not budgeted in FY 2023.

Staff is seeking approval from the City Council to reallocate the budget from projects in the FY 2023 CIP budget that the city would not be able to complete in FY 2023 to the capital projects that have a shortfall or were not included and need to be completed in the FY 2023 budget.

#### RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO APPROVE BUDGET REALLOCATION AS INDICATED IN THE BUDGET TRANSFER FORM OF THIS AGENDA ITEM.**

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#### Fiscal Impact

|   |     |
|---|-----|
| <b>IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:</b>      | N/A |
| <b>CITY/STATE/FEDERAL FUNDS:</b>                              | N/A |
| <b>TOTAL:</b>   | N/A |
| <b>BUDGETED AMOUNT:</b>                                       | N/A |
| <b>AVAILABLE AMOUNT TO TRANSFER:</b>                          | N/A |
| <b>ACCT NAME &amp; GL#/REMAINING BALANCE BEFORE PURCHASE:</b> | 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. We are seeking approval from the council to do a budget reallocation to transfer from one account to another account without increasing budget.

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**Attachments**

Budget Transfer Form

Capital Projects Council Session 9/28/2022 Final

Capital Projects Council Session 9/28/2022 ARPA Final

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**City of San Luis  
Budget Adjustment Form**

**Reason for Budget Adjustment:**

Budget Transfer - Capital Projects Council Meeting 09-28-2022

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| Account Number    | Account Name                                       | Amended Budget<br>FY 2022 | Budget to be<br>revised<br>(Add to) | Budget to be<br>decreased<br>(taken from) | Available<br>Balance Budget<br>FY 2022 |
|-------------------|--|---------------------------|-------------------------------------|---|--|
| 255-021-90052.228 | C. Outlay - ARPA Rev. Loss<br>Water Infrastructure | 4,197,249.00              |                                     | 500,000.00                                | 3,697,249.00                           |
| 255-021-90052.228 | C. Outlay - ARPA Rev. Loss<br>Water Infrastructure | 4,197,249.00              |                                     | 900,000.00                                | 3,297,249.00                           |
| 255-021-90050.228 | C. Outlay - ARPA Rev. Loss<br>Miscellaneous        | 1,637,090.00              |                                     | 45,000.00                                 | 1,592,090.00                           |
| 255-021-90050.228 | C. Outlay - ARPA Rev. Loss<br>Miscellaneous        | 1,637,090.00              |                                     | 773,159.00                                | 863,931.00                             |
| 255-021-90053.228 | C. Outlay - ARPA Rev. Loss<br>Broadband            | 2,900,000.00              |                                     | 1,274,723.00                              | 1,625,277.00                           |
| 255-021-90050.228 | C. Outlay - ARPA Rev. Loss<br>Miscellaneous        | 1,637,090.00              |                                     | 40,000.00                                 | 1,597,090.00                           |
| 255-021-90050.228 | C. Outlay - ARPA Rev. Loss<br>Miscellaneous        | 1,637,090.00              |                                     | 75,000.00                                 | 1,562,090.00                           |
| 255-021-90052.228 | C. Outlay - ARPA Rev. Loss<br>Water Infrastructure | 4,197,249.00              | 1,400,000.00                        |   | 5,597,249.00                           |
| 255-021-90052.228 | C. Outlay - ARPA Rev. Loss<br>Water Infrastructure | 4,197,249.00              | 100,000.00                          |   | 4,297,249.00                           |
| 255-021-90052.228 | C. Outlay - ARPA Rev. Loss<br>Water Infrastructure | 4,197,249.00              | 210,000.00                          |   | 4,407,249.00                           |
| 255-021-90052.228 | C. Outlay - ARPA Rev. Loss<br>Water Infrastructure | 4,197,249.00              | 289,000.00                          |   | 4,486,249.00                           |
| 255-021-90052.228 | C. Outlay - ARPA Rev. Loss<br>Water Infrastructure | 4,197,249.00              | 595,912.00                          |   | 4,793,161.00                           |
| 255-021-90051.228 | C. Outlay - ARPA Rev. Loss<br>Streets              | 1,299,130.00              | 307,570.00                          |   | 1,606,700.00                           |
| 255-021-90051.228 | C. Outlay - ARPA Rev. Loss<br>Streets              | 1,299,130.00              | 175,500.00                          |   | 1,474,630.00                           |
| 255-021-90051.228 | C. Outlay - ARPA Rev. Loss<br>Streets              | 1,299,130.00              | 300,000.00                          |   | 1,599,130.00                           |
| 255-021-90051.228 | C. Outlay - ARPA Rev. Loss<br>Streets              | 1,299,130.00              | 300,000.00                          |   | 1,599,130.00                           |
| 255-210-90015     | C. Outlay -SR Eco. Dev. CIP                        | 1,803,816.00              |                                     | 1,000,000.00                              | 803,816.00                             |
| 255-135-80000     | C. Outlay -SR Eco. Dev.<br>Cont. Services          | 410,000.00                |                                     | 410,000.00                                | -                                      |
| 320-321-90000     | C. Outlay -Equipment                               | 526,055.00                | 410,000.00                          |   | 936,055.00                             |



**City of San Luis  
Budget Adjustment Form**

**Reason for Budget Adjustment:**

|               |                             |              |              |              |              |
|---------------|-----------------------------|--------------|--------------|--------------|--------------|
| 200-210-90010 | C. Outlay -Improv. Roads    | 400,000.00   |              | 54,400.00    | 345,600.00   |
| 100-999-90015 | C. Outlay - CIP             | 184,340.00   |              | 41,900.00    | 142,440.00   |
| 310-311-90015 | C. Outlay - CIP             | 873,960.00   |              | 307,200.00   | 566,760.00   |
| 200-860-90010 | C. Outlay -IF Improv. Roads | 1,000,000.00 |              | 900,000.00   | 100,000.00   |
| 100-999-90020 | C. Outlay -Off / Comp Other | 184,340.00   |              | 40,000.00    | 144,340.00   |
| 300-302-90015 | C. Outlay - CIP             | 1,829,970.00 | 1,800,000.00 |              | 3,629,970.00 |
| 300-302-70025 | Maintenance / Other         | 349,800.00   | 51,900.00    |              | 401,700.00   |
| 100-999-90015 | C. Outlay - CIP             | 184,340.00   | 283,000.00   |              | 467,340.00   |
| 806-144-90015 | C. Outlay - IF Parks CIP    | 555,370.00   | 70,000.00    |              | 625,370.00   |
| 100-999-90020 | C. Outlay -Off / Comp Other | 184,340.00   | 40,000.00    |              | 224,340.00   |
| 100-999-90000 | C. Outlay -Equipment        | 899,300.00   | 28,500.00    |              | 927,800.00   |
|               |                             |              |              |              | -            |
|               |                             |              |              |              | -            |
| Total         |                             |              | 6,361,382.00 | 6,361,382.00 |              |

Department Head \_\_\_\_\_ Date \_\_\_\_\_

City Manager \_\_\_\_\_ Date \_\_\_\_\_

Finance Department \_\_\_\_\_ Date \_\_\_\_\_

| Request   | Account ID        | FY 2023 Proposed<br>Reallocation Budget | Account ID        | FY 2023 Amended<br>Budget |
|---|-------------------|---|-------------------|---------------------------|
| <b>Aquatic</b>                                  |                   |   |                   |                           |
| Pool Equipment                                  |                   | \$ 28,500                               | 100-999-90005     | \$ -                      |
| <b>Total Aquatic</b>                            |                   | \$ 28,500                               |                   | \$ -                      |
| <b>Economic Development</b>                     |                   |   |                   |                           |
| Down Town Parking Lot                           | 100-999-90015     | \$ 300,000                              | 100-999-90015     | \$ 300,000.00             |
| Downtown Storm Drainage Project                 | 100-999-90015     | 60,225                                  | 100-999-90015     | 60,225                    |
| Mesa Street Improvements Phase II               | 200-210-90010     | 300,000                                 | 200-210-90010     | -                         |
| Cesar Chavez Blvd. Project Design               | 255-210-90015     | -                                       | 255-210-90015     | 1,000,000                 |
| Industrial Incentive Policy                     | 100-110-80005     | 200,000                                 | 100-110-80005     | 200,000                   |
| Broadband Regional Commitment                   | 255-021-90053.228 | -                                       | 255-021-90053.228 | 2,903,790                 |
| City hall expansion and PW Yard                 | 100-999-90015     | 258,100                                 |                   | -                         |
| Small Business Grant Program                    | 255-021-80005.228 | 200,000                                 | 255-021-80005.228 | 200,000                   |
| Circulation, O & D and Parking Studies          | 255-210-90010     | 110,000                                 | 255-210-90010     | 110,000                   |
| Circulation, O & D and Parking Studies          | 255-210-90010     | 98,605                                  | 255-210-90010     | 98,605                    |
| Private ROW Purchase- Cesar Chavez BLVD Project | 255-210-90015     | 371,922                                 | 255-210-90015     | 371,922                   |
| Private ROW Purchase- Cesar Chavez BLVD Project | 255-210-90015     | 431,824                                 | 255-210-90015     | 431,824                   |
| Rancho Los Oros Phase II                        | 255-210-90010.220 | 500,000                                 | 255-210-90010.220 | 500,000                   |
| Rancho Los Oros Phase II                        | 255-210-90010.220 | 180,930                                 | 255-210-90010.220 | 180,930                   |
| Rancho Los Oros Phase II                        | 255-210-90010.220 | 547,240                                 | 255-210-90010.220 | 547,240                   |
| Mesa Street Improvements Phase I                | 255-210-90010.227 | 626,215                                 | 255-210-90010.227 | 626,215                   |
| Mesa Street Improvements Phase I                | 255-210-90010.227 | 414,982                                 | 255-210-90010.227 | 414,982                   |
| Mesa Street Improvements Phase I                | 255-210-90010.227 | 1,147,843                               | 255-210-90010.227 | 1,147,843                 |
| Downtown Redevelopment Master Plan              | 100-999-90015     | 55,000                                  | 100-999-90015     | 55,000                    |
| <b>Total Economic Development</b>               |                   | \$ 5,802,886                            |                   | \$ 9,148,576              |

| <b>Request</b>                                  | <b>Account ID</b> | <b>FY 2023 Proposed<br/>Reallocation Budget</b> | <b>Account ID</b> | <b>FY 2023 Amended<br/>Budget</b> |
|---|-------------------|---|-------------------|-----------------------------------|
| <b>Fire Department</b>                          |                   |   |                   |                                   |
| Fire Station #2 Equipment - Improvement         | 340-341-90000     | \$ 100,000                                      | 340-341-90000     | \$ 100,000.00                     |
| Fire Station #2 Equipment - Improvement         | 806-182-90000     | 100,000   | 806-182-90000     | 100,000                           |
| Fire Station #2                                 | 340-341-90015     | 492,044   | 340-341-90015     | 492,044                           |
| Fire Station #2                                 | 806-182-90015     | 492,044   | 806-182-90015     | 492,044                           |
| Fire Station #2                                 | 255-021-90050.228 | 107,000   | 255-021-90050.228 | 107,000                           |
| SCBA  | 100-999-90000     | 260,000   |                   | -                                 |
| FIRE GEAR                                       | 100-999-90000     | 139,000   |                   | -                                 |
| Fire Truck                                      | 255-021-90050.228 | 543,840   | 255-021-90050.228 | 1,316,999                         |
| Fire truck                                      | 806-182-90000     | 231,160   | 806-182-90000     | 231,160                           |
| <b>Total Fire Department</b>                    |                   | <b>\$ 2,465,088</b>                             |                   | <b>\$ 2,839,247</b>               |
| <b>Information Technology</b>                   |                   |   |                   |                                   |
| Cisco Wireless System Replacement               | 100-999-90020     | \$ 31,000                                       | 100-999-90020     | \$ 31,000                         |
| Communications Tower and Equipment West         | 255-021-90052.228 | 45,000  | 255-021-90052.228 | 45,000                            |
| Communications Tower and Equipment East         | 255-021-90052.228 | 45,000  | 255-021-90052.228 | 45,000                            |
| Fiber Optic construction for east side          | 255-021-90050.228 | -   | 255-021-90050.228 | 75,000                            |
| IT Network equipment, Ave F                     | 100-999-90020     | 40,000  | 255-021-90050.228 | 40,000                            |
| Fiber optic Youth Center                        | 255-021-90050.228 | 40,000  | 255-021-90050.228 | 40,000                            |
| Splunk System Logs/Reporting software           | 255-021-90050.228 | 13,091  | 255-021-90050.228 | 13,091                            |
| Microsoft Office 365 (plan g3)                  | 100-999-90020     | 54,500  | 100-999-90020     | 54,500                            |
| Darktrace cybersecurity system                  | 100-999-90020     | 37,600  | 100-999-90020     | 37,600                            |
| Surface Pro with accessories                    | 100-999-90020     | 39,000  | 100-999-90020     | 39,000                            |
| <b>Total Information Technology</b>             |                   | <b>\$ 345,191</b>                               |                   | <b>\$ 420,191</b>                 |
| <b>Parks</b>                                    |                   |   |                   |                                   |
| From FY 2022 Playground Equipment For PPEP Park | 100-999-90000     | \$ 54,000                                       | 100-999-90000     | \$ 54,000                         |
| Open Purchases- Electrical Work                 | 806-144-90015     | 70,000  |                   | -                                 |
| East San Luis Community Park                    | 806-144-90015     | 300,000   | 806-144-90015     | 300,000                           |
| San Luis Veterans Memorial Park                 | 806-144-90015     | 255,370   | 806-144-90015     | 255,370                           |
| Madvac LP61-G Portable Litter Vacuum            | 100-999-90000     | 21,480  | 100-999-90000     | 21,480                            |
| <b>Total Parks</b>                              |                   | <b>\$ 700,850</b>                               |                   | <b>\$ 630,850</b>                 |

| <b>Request</b>  | <b>Account ID</b> | <b>FY 2023 Proposed<br/>Reallocation Budget</b> | <b>Account ID</b> | <b>FY 2023 Amended<br/>Budget</b> |
|---|-------------------|---|-------------------|-----------------------------------|
| <b>Police Department</b>  |                   |   |                   |                                   |
| Police SFR Grant FY 2023  | 250-181-90000     | \$ 25,000                                       | 250-181-90000     | \$ 25,000.00                      |
| Security Wall Police  | 100-999-90015     | 83,000  |                   | -                                 |
| Communications tower and equipment for new Police Station   | 100-999-90015     | 155,000   | 255-021-90050.228 | -                                 |
| Communications tower and equipment for new Police Station   | 100-999-90015     | 45,000  | 255-021-90050.228 | 45,000                            |
| Replacement Patrol Vehicles-Carryover funds from FY22 CIP   | 806-181-90000     | 78,000  | 806-181-90000     | 78,000                            |
| Replacement Patrol Vehicles-Carryover funds from FY22 CIP   | 100-999-90000     | 263,820   | 100-999-90000     | 263,820                           |
| New Police Station East-Carryover funds from FY22 CIP plus additional funds to complete the project | 806-181-90015     | 670,000   | 806-181-90015     | 670,000                           |
| 7 New Ford F150 Patrol Trucks   | 100-999-90000     | 640,000   | 100-999-90000     | 640,000                           |
| <b>Total Police Department</b>  |                   | <b>\$ 1,959,820</b>                             |                   | <b>\$ 1,721,820</b>               |
| <b>Solid Waste</b>  |                   |   |                   |                                   |
| From FY 2022 - Solid Waste Truck - Replacement  | 320-321-90000     | \$ 410,000                                      | 255-135-80000     | \$ 410,000.00                     |
| Used "Rear Loader" Solid Waste Truck  | 320-321-90000     | 116,055   | 320-321-90000     | 116,055                           |
| Solid Waste Truck (Replacement)   | 320-321-90000     | 410,000   | 320-321-90000     | 410,000                           |
| <b>Total Solid Waste</b>  |                   | <b>936,055</b>                                  |                   | <b>936,055</b>                    |

| <b>Request</b>   | <b>Account ID</b> | <b>FY 2023 Proposed<br/>Reallocation Budget</b> | <b>Account ID</b> | <b>FY 2023 Amended<br/>Budget</b> |
|--|-------------------|---|-------------------|-----------------------------------|
| <b>Streets</b>   |                   |   |                   |                                   |
| Street Lights 6th Ave  | 255-021-90051.228 | 50,000  | 255-021-90051.228 | 50,000                            |
| East San Luis Community Park - Perimeter Street Improvements 24th St                           | 255-021-90051.228 | 307,570   | 200-210-90010     | -                                 |
| East San Luis Community Park - Perimeter Street Improvements 24th St                           | 200-210-90010     | 100,000   | 200-210-90010     | 100,000                           |
| Community Park 20th Ave street   | 200-210-90010     | 10,000  |                   | -                                 |
| 5th and 7th avenue project Not budgeted ait was not completed last year.                       | 255-021-90051.228 | 175,500   |                   | -                                 |
| ARPA - Co. 24th St - Ave H to Ave F1/2 Roadway Project (Between 10th Ave and Ave F1/2          | 255-021-90051.228 | 922,279   | 255-021-90051.228 | 922,279                           |
| ARPA - Co. 24th St - Ave H to Ave F1/2 Roadway Project (Between 10th Ave and Ave F1/2          | 255-210-90010     | 1,577,721                                       | 255-210-90010     | 1,577,721                         |
| New Traffic Signal, Ave F and Co 24th St   | 200-860-90010     | 50,000  | 200-860-90010     | 50,000                            |
| SIGNAL CABINETS  | 200-210-90010     | 117,600   |                   |                                   |
| New Traffic Signal or Roundabout, Ave E and Co 24th St   | 200-860-90010     | 50,000  | 200-860-90010     | 50,000                            |
| 4th Ave/Cesar Chavez Blvd Improvements Phase 2 and Traffic Signal                              | 200-860-90010     |   | 200-860-90010     | 900,000                           |
| Additional Street Lighting   | 200-210-90010     | 50,000  | 200-210-90010     | 50,000                            |
| F Street Widening Design (between Cesar Chavez Blvd and San Luis Lane) - Design & Right-of-Way | 200-210-90010     | 50,000  | 200-210-90010     | 50,000                            |
| New (Replacement) HU Shop/Office/Storage Bldg.   | 200-210-90015     | 50,000  | 200-210-90015     | 50,000                            |
| CO 22ND Street Light Sidewinder  | 200-210-90010     | 18,000  |                   |                                   |
| ARPA - Sidewinder Rd/Co 22nd St Intersection Widening  | 255-021-90051.228 | 171,212   | 255-021-90051.228 | 171,212                           |
| Pavement Preservation Project (PPP) FY 2023  | 200-210-89000     | 250,000   | 200-210-89000     | 250,000                           |
| 10th Ave/Cesar Chavez Traffic Signal   | 200-210-90010     | -   | 200-210-90010     | 200,000                           |
| Co. 22nd St/4th Ave Traffic Signal & Expansion (Ph 2, Continued)                               | 255-021-90051.228 | 150,000   | 255-021-90051.228 | 150,000                           |
| <b>Total Streets</b>   |                   | <b>\$ 4,099,882</b>                             |                   | <b>\$ 4,571,212</b>               |

| Request  | Account ID        | FY 2023 Proposed<br>Reallocation Budget | Account ID                    | FY 2023 Amended<br>Budget |
|--|-------------------|---|-------------------------------|---------------------------|
| <b>Wastewater</b>  |                   |   |                               |                           |
| East Wastewater Treatment Plant Expansion. Jorge will follow up to see if budget is enough for analysis, design and improvements | 255-021-90052.228 | \$ 289,000                              | 310-311-90015                 | \$ 289,000.00             |
| Replace Control Panel Lift Stations  | 310-311-90015.350 | 74,000                                  |                               | -                         |
| Submersible pums for lift station  | 310-311-90015     | 41,800                                  |                               | -                         |
| East Wastewater improvements- Not budgeted   | 255-021-90052.228 | 1,400,000                               |                               | -                         |
| Safety Improvements, East WWTP (Block Wall and Automatic Gates)  | 255-021-90052.228 | 100,000                                 | 310-311-90015                 | 100,000                   |
| Lift Station Wet Well Rehabilitation (Alamos & East Mesa)  | 255-021-90052.228 | 210,000                                 | 310-311-90015                 | 210,000                   |
| WWTP -Pacific Advance Civil Engineering  | 310-311-90015.350 | 176,000                                 |                               |                           |
| West Wastewater Treatment Plant Expansion - Design   | 255-021-90052.228 | 2,200,000                               | 255-021-90052.228             | 1,604,088                 |
| <b>Total Wastewater Operations</b>   |                   | \$ 4,490,800                            |                               | \$ 2,203,088              |
| <b>Water</b>   |                   |   |                               |                           |
| Entrance Gate for Public Works Yard  | 300-302-90015     | \$ 55,000                               | 300-302-90015                 | \$ 55,000.00              |
| Land for Well site #8 we did not budget for this   | 300-302-90015     | 200,000                                 |                               | -                         |
| Pressure Reducing Valve @ WS#5   | 300-302-70025     | 20,620                                  |                               | -                         |
| Well Rehab Services Via Well Jetting   | 300-302-70025     | 31,370                                  |                               | -                         |
| Well Site #7, Capacity Improvements, Expansion   | 255-021-90052.228 | -                                       | 255-021-90052.228             | 500,000                   |
| Well Site #7, Capacity Improvements, Expansion   | 300-302-90015     | -                                       | 300-302-90015                 | 300,000                   |
| Well Site 5, Well, Filters   | 300-302-90015     | 2,800,000                               | 255-021-90052.228 (\$900,000) | 900,000                   |
| Water Storage Tank (#5, #6, #7) Rehabilitation Project   | 300-302-90015     | 300,000                                 | 300-302-90015                 | 1,200,000                 |
| <b>Total Water Operations</b>  |                   | \$ 3,406,990                            |                               | \$ 2,955,000              |

City of San Luis - ARPA Capital Projects Budget FY 2023

| Request  | Account ID        | ARPA Project  | FY2023                |                     |
|--|-------------------|---|-----------------------|---------------------|
|  |                   |   | Proposed Reallocation | FY2023              |
| <b>Fire Department</b>   |                   |   |                       |                     |
| Fire truck   | 255-021-90050.228 | ARPA 02   | \$ 543,840            | \$ 1,316,999        |
| Fire Station #2  | 255-021-90050.228 | ARPA 07   | 107,000               | 107,000             |
| <b>Information Technology</b>  |                   |   |                       |                     |
| Splunk System Logs/Reporting software  | 255-021-90050.228 | ARPA 03   | 13,091                | 13,091              |
| Fiber optic Youth Center   | 255-021-90050.228 | ARPA 04   | 40,000                | 40,000              |
| IT Network equipment, Ave F  | 255-021-90050.228 | ARPA 05   | -                     | 40,000              |
| Fiber Optic construction for east side   | 255-021-90050.228 | ARPA 06   | -                     | 75,000              |
| Communications tower and equipment for new Police Station  | 255-021-90050.228 | ARPA 01   | -                     | 45,000              |
| Communications Tower and Equipment West  | 255-021-90052.228 | ARPA 23   | 45,000                | 45,000              |
| Communications Tower and Equipment East  | 255-021-90052.228 | ARPA 24   | 45,000                | 45,000              |
| <b>Wastewater</b>  |                   |   |                       |                     |
| West Wastewater Treatment Plant Expansion - Design   | 255-021-90052.228 | ARPA 08   | 2,200,000             | 2,200,000           |
| East WasteWater plant improvement  | 255-021-90052.228 | ARPA 10   | 1,400,000             | -                   |
| Safety Improvements, East WWTP (Block Wall and Automatic Gates)  | 255-021-90052.228 | ARPA 11   | 100,000               | -                   |
| Lift Station Wet Well Rehabilitation (Alamos & East Mesa)  | 255-021-90052.228 | ARPA 16   | 210,000               | -                   |
| East Wastewater Treatment Plant Expansion. Jorge will follow up to see if budget is enough for analysis, design and improvements | 255-021-90052.228 | ARPA 17   | 289,000               | -                   |
| <b>Water</b>   |                   |   |                       |                     |
| Well Site #7, Capacity Improvements  | 255-021-90052.228 | ARPA 09   | -                     | 500,000             |
| Well Site 5, Well, Filters   | 255-021-90052.228 | ARPA 12   | -                     | 900,000             |
| <b>Streets</b>   |                   |   |                       |                     |
| ARPA - Co. 24th St - Ave H to Ave F1/2 Roadway Project (Between 10th Ave and Ave F1/2)   | 255-021-90051.228 | ARPA 13   | 922,279               | 922,279             |
| Co. 22nd St/4th Ave Traffic Signal & Expansion (Ph 2, Continued)   | 255-021-90051.228 | ARPA 14   | 150,000               | 150,000             |
| Street Lights 6th Ave  | 255-021-90051.228 | ARPA 15   | 50,000                | 50,000              |
| East San Luis Community Park - Perimeter Street Improvements 24th St   | 255-021-90051.228 | ARPA 19   | 307,570               | -                   |
| 5th and 7th avenue project Not budgeted ait was not completed last year  | 255-021-90051.228 | ARPA 20   | 175,500               | -                   |
| ARPA - Sidewinder Rd/Co 22nd St Intersection Widening  | 255-021-90051.228 | ARPA 18   | 171,212               | 171,212             |
| <b>Economic Development</b>  |                   |   |                       |                     |
| Broadband Regional Commitment  | 255-021-90053.228 | ARPA 25   | -                     | 2,903,790           |
| Down Town Parking Lot  | 255-021-90051.228 | ARPA 21   | 300,000               | -                   |
| Mesa Street Improvements Phase II  | 255-021-90051.228 | ARPA 22   | 300,000               | -                   |
| Small Business Grant Program   | 255-021-80005.228 | ARPA 26   | 200,000               | 200,000             |
| <b>Community Assistance /Support</b>   |                   |   |                       |                     |
| Utility Assistance Program - ARPA Funds  | 255-021-80005.228 | ARPA 27   | 50,000                | 50,000              |
| Support to Court   | 255-021-80005.228 | ARPA 28   | 40,000                | 40,000              |
| Support to Prosecution   | 255-021-80005.228 | ARPA 29   | 40,000                | 40,000              |
|  |                   |   | <u>\$ 7,699,492</u>   | <u>\$ 9,854,371</u> |
|  |                   | FY 2022 Premium Pay   | 506,400               |                     |
|  |                   | FY 2022 Fernando Padilla bathroom remodel and exterior painting | 8,495                 |                     |
|  |                   | FY 2024 WasteWater  | 3,400,774             |                     |
|  |                   | <u>Total ARPA Funds</u>   | <u>\$ 11,615,161</u>  |                     |



## AGENDA ITEM REVIEW FORM

### Regular City Council Meeting

6. C.

**Meeting Date:** 09/28/2022

**Department Head:** Lizandro Galaviz, Acting City Manager, Administration

**Submitted By:** Crystal Ochoa, Administrative Coordinator, Parks & Recreation Department

**Action Requested:** Motion

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### ITEM:

Discussion and possible action on any and all matters regarding the final design and placement location of the City of San Luis Tourism Letters. **(Lizandro Galaviz, Acting City Manager)**

### SUMMARY:

For the past year, the City of San Luis staff has been working on the City of San Luis Tourism Letters. Various designs have been presented to City Council and staff would like to present the final design. Staff has reached out to vendors who can create the tourism letters and the vendors have provided quotes for this project. The vendors who staff has reached out to for quotes are Penn Neon Signs, Yuma Sign Masters and GCI Construction & Inspections, LLC. Currently, the only vendors who have provided staff with a quote is Penn Neon Signs and GCI Construction & Inspections, LLC. From the two quotes received, the lowest quotes pertains to GCI Construction & Inspections, LLC for the amount of \$26,703.00 (Twenty Six Thousand, Seven Hundred and Three Dollars). Staff reached out to Yuma Sign Masters to follow up on the quote that was requested, however, they have not responded to the email.

Apart from the addition of the letters, staff would like to beautify this area by adding artificial turf to this location. This addition will complement the area and provide greenery to the location where the tourism letters will be placed. Staff has reached out to an existing vendor, Yuma Nursery and Supply, and requested a quote. The quote provided is for the amount of \$8,080.21. The City of San Luis Tourism Letters will be placed at the corner of Main Street and Urtuzuastegui Street. This is a great area due to the amount of pedestrian and vehicle traffic that goes past this area. This is the main street taken by the community coming into our city to visit local stores, restaurants, attend school or work or heading out to Mexico after a long day. Once the letters are received, they will be installed in house by one of our City of San Luis Departments.

The City of San Luis Purchasing Code 3.05.010 (C) states whenever any contemplated purchase or contract for service is 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. Currently, the lowest quote pertains to GCI Construction & Inspections, LLC and this is the vendor staff would like to move forward with.

Staff would like to present to City Council the final design of the City of San Luis Tourism Letters, the quotes obtained for the purchase of such letters as well as the quote for the beautification of the area.

Based on the presented quotes from GCI Construction & Inspections, LLC and Yuma Nursery Supply, the grand total for the City of San Luis Tourism Letters is \$34,783.21. Due to this project not being budgeted for Fiscal Year 2022-2023, staff would like to request funds from City Council contingency budget in order to fulfill this project.

Staff would like to receive approval from City Council to move forward with this project.

**RECOMMENDATION / SUGGESTED MOTION:**

**I MOVE TO APPROVE GCI CONSTRUCTION, LLC TO FABRICATE THE TOURISM LETTERS FOR \$26,703.00, APPROVE YUMA NURSERY AND SUPPLY TO PROVIDE LANDSCAPING FOR \$8,080.21, AND APPROVE A BUDGET TRANSFER FROM COUNCIL CONTINGENCY TO THE CAPITAL OUTLAY IMPROVEMENT BUILDING ACCOUNT.**

---

**Fiscal Impact**

|  |                      |
|--|----------------------|
| <b>IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:</b>   | YES                  |
| <b>CITY/STATE/FEDERAL FUNDS:</b>   | CITY                 |
| <b>TOTAL:</b>  | \$34,783.21          |
| <b>BUDGETED AMOUNT:</b>  | N/A                  |
| <b>AVAILABLE AMOUNT TO TRANSFER:</b>   | YES                  |
| <b>ACCT NAME &amp; GL#/REMAINING BALANCE BEFORE PURCHASE:</b>  | SEE FINANCIAL IMPACT |
| <b>FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):</b> |                      |

The Tourism Letters Project had been presented to City Council in the past during Work Sessions on July 07, 2021 and May 04, 2022. During this Work Session on May 04, 2022, the design was selected and staff began to request quotes to move forward with the project. Staff would like to request council approval to do a budget transfer of \$34,784.00 from the City Council - Contingency Account (100-110-81000) to the Capital Outlay - Improvement Building Account (100-999-90005) to have enough budget to fulfill this project.

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**Attachments**

Selected Tourism Letters  
Main Street Tourism Letters  
Penn Neon Sign - Tourism Letter Quote  
Penn Neon Sign - Tourism Letters Design Proposal  
GCI Construction & Inspections, LLC - Tourism Letters Quote  
GCI Construction & Inspections, LLC - Tourism Letters Design Proposal  
Yuma Sign Masters - Email 09.21.2022  
Budget Transfer - COSL Tourism Letters

---



**PROPUESTA 3**





**SOL**  
International

**SAN AZUL**

Since 1946



DESIGNERS & MANUFACTURERS OF QUALITY SIGNS
707 West 8th Street Yuma, Arizona 85364

PROPOSAL

220687-01

Date: 09/01/2022

Expires:

Drawing Numbers:

Project: CITY OF SAN LUIS AZ LETTERS
SAN LUIS,

Client: City of San Luis
PO Box 1170
San Luis, AZ 85349

Contact: LOUIE G 928-919-8613

We are pleased to offer this proposal for the following services at the above location.

Table with 2 columns: Project Description, Item Total. Includes details for channel letters and installation on concrete pad.

Deposit Rate: 50%
Deposit: \$21,312.50
Subtotal: \$42,625.00
Total: \$42,625.00

Notes: All prices are subject to applicable sales tax. Prices are based on available information given at the time and are subject to change.

Exclusions: Sign permits, structural engineering, traffic control equipment and permits are not included in the above quotations and if required shall be invoiced on a time and material basis.

Warranty: 12 months against defective materials and 12 month unconditional guarantee on parts and labor.

Terms: 50% advanced deposit with 40% before install and 10% balance due upon completion of project.

Salesperson: Ron Contreras

Buyer's Acceptance Title Date

Seller's Acceptance Title Date



**ONE SET OF NON-ILLUMINATED PAN LETTERS OVERALL SIZE IS 8'X16' X 1' WIDE  
 CLOSED BACKS WITH DIGITAL LAM ON FRONT AND SIDES, PAINTED BACK.  
 SIGN TO BE INSTALLED ON CONCRETE SLAB PROVIDED BY CITY.  
 PERMIT AND ART BY CITY OF SAN LUIS.**



**PROJECT:**  
 CITY OF SAN LUIS  
 ENTRANCE SIGNS  
 10-27-23

The proofing process is a courtesy to you, it gives a visual representation of what the final project will look like and includes all of the information you requested on your signage.

Review proof carefully, spelling is **YOUR** responsibility. Please note drawing is not to scale.

Colors will vary from electronic proof. If color is critical, printed samples can be provided at our location before your job is put into production.

Approved as is.  Changes needed, please send new proof

Customer Signature \_\_\_\_\_

**DRAWING DATE:**

**REVISION:**

**FILE NAME:**

**MEMBERS**



**707 W. 8TH ST. YUMA, AZ 85364**

**PHONE: 928.782.2501**

**FAX: 928.343.4076**

**E-MAIL: SALES@PENNSIGNS.COM**

**THIS SHEET AND THE DESIGNS ARE PROPERTY OF PENN NEON SIGN CO., INC. AND MAY NOT BE REPRODUCED IN ANY MEDIA. WITHOUT WRITTEN PERMISSION OF SAME.**



**PROPOSAL #1349**

|           |
|-----------|
| Date      |
| 9/21/2022 |

To:  
 Mr. Louie Galaviz  
 City Manager  
 City of San Luis

RE: LETTERS (SAN LUIS AZ )

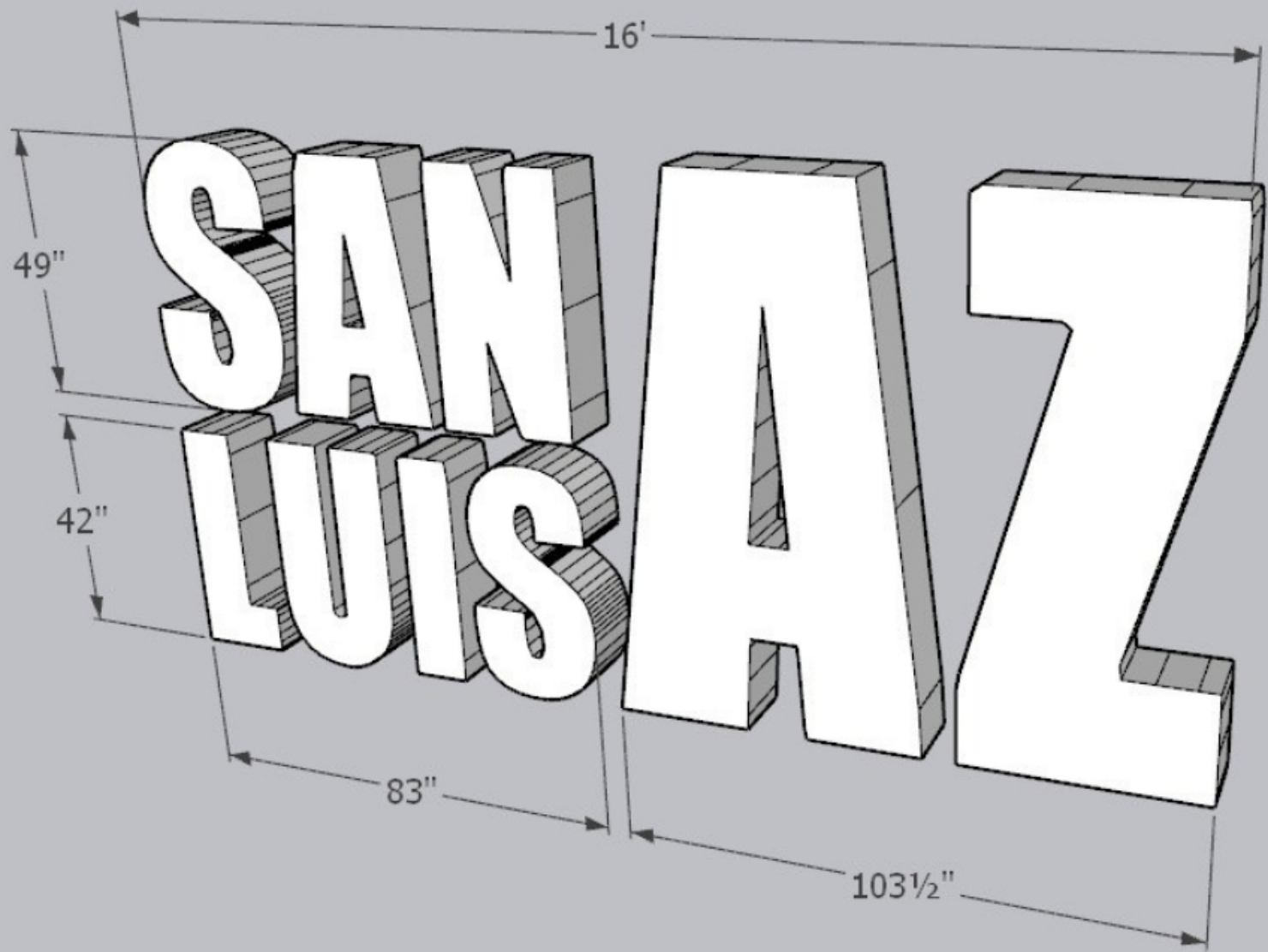
| Work | Description  | Price | Total              |
|------|--|-------|--------------------|
|      | * production and delivery of "SAN LUIS AZ" letters of approximate dimension 8' high x 16' long and 1' thick. Proposal includes Engineers structural design, manufacturing and painting of letters, delivery. |       |                    |
|      | * manufacturing & painting   |       | \$16,000.00        |
|      | * delivery   |       | \$500.00           |
|      | * Engineers design   |       | \$5,000.00         |
|      | <b>Exceptions:</b>   |       |                    |
|      | * does not include construction of foundation (footings)   |       |                    |
|      | * does not include installation  |       |                    |
|      |  |       | \$21,500.00        |
|      | taxes  | 8%    | \$1,720.00         |
|      |  |       | \$23,220.00        |
|      | Profit   | 15%   | \$3,483.00         |
|      |  |       | \$26,703.00        |
|      | <b>TOTAL</b>   |       | <b>\$26,703.00</b> |

All work to be completed in a workmanlike manner according to normal standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge and above the estimate.

**Acceptance of Proposal:**

Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_



**RE: San Luis AZ sign**

Crystal Fragozo <CFragozo@sanluisaz.gov>

Wed 9/21/2022 10:48 AM

To: Sales <sales@yumasignmasters.com>

Good morning Mr. Villapando,

I wanted to follow up on the quote that was requested a couple of weeks ago. We are getting ready to present this project to City Council and I need to add the quote to our agenda item 😊

If you could please let me know, at the best of your convenience, I would greatly appreciate it.

If you have any questions or concerns, feel free in letting me know.

Thank you and have a great rest of your day,

*Crystal Ochoa*

Administrative Coordinator | City of San Luis | Parks and Recreation Department

744 Cesar Chavez Blvd | P.O BOX 1170 | San Luis, AZ 85349

P: 928.341.8535 | C: 928.210.3269 | E: [cochoa@sanluisaz.gov](mailto:cochoa@sanluisaz.gov)



**From:** Sales <sales@yumasignmasters.com>

**Sent:** Thursday, September 1, 2022 11:25 AM

**To:** Crystal Fragozo <CFragozo@sanluisaz.gov>

**Subject:** [EXTERNAL] San Luis AZ sign

Crystal

Have not received the logo I requested a few days ago so I can get you a precise price quote on the sign.

**GREG VILLAPANDO**

SALES EXECUTIVE

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## City of San Luis Budget Adjustment Form

**Reason for Budget Adjustment:**

Budget transfer for the Capital Outlay: Improve Build account is needed to cover the project expense of the San Luis Tourism Letters.  
This project is being presented to City Council on Wednesday, September 28, 2022 and if approved, staff will need the budget  
mentioned below to complete the purchase of the San Luis Tourism letters as well as the beautification on the area in which these  
letters will be placed. This budget transfer should be sufficient to cover the expense of this project.

| Account Number | Account Name                     | Amended Budget<br>FY 22/23 | Budget to be<br>revised<br>(Add to) | Budget to be<br>decreased<br>(taken from) | Available Balance<br>Budget FY 22/23 |
|----------------|----------------------------------|----------------------------|-------------------------------------|---|--------------------------------------|
| 100-110-81000  | Contingencies                    | \$300,000.00               |                                     | \$34,784.00                               | \$265,216.00                         |
| 100-999-90005  | Capital Outlay - Improv<br>Build | \$7,777,260.00             | \$34,784.00                         |   | \$7,812,044.00                       |
|                |                                  |                            |                                     |   |                                      |
|                |                                  |                            |                                     |   |                                      |
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|                |                                  |                            |                                     |   |                                      |
|                |                                  |                            |                                     |   |                                      |
| <b>Total</b>   |                                  |                            | \$34,784.00                         | \$34,784.00                               |                                      |

Department Head \_\_\_\_\_ Date 9/27/2022  
 City Manager \_\_\_\_\_ Date \_\_\_\_\_  
 Finance Department \_\_\_\_\_ Date \_\_\_\_\_