

MINUTES
REGULAR WORKSESSION
CITY COUNCIL OF THE CITY OF YUMA, ARIZONA
YUMA CITY HALL
ONE CITY PLAZA, YUMA, ARIZONA
November 1, 2016
6:00 p.m.

CALL TO ORDER

Mayor Nicholls called the Regular City Council Worksession to order at 6:08 p.m.

Councilmembers Present:	Thomas, Shelton, Knight, Craft, Miller, Wright, and Mayor Nicholls
Councilmembers Absent:	None
Staffmembers Present:	City Administrator, Gregory K. Wilkinson Purchasing and Contracts Manager, Robin Wilson City Engineer/Director of Engineering, Josh Scott Finance Director, Pat Wicks Chief Information Officer, Jim Hamersley Chief of Police, John Lekan Utilities Director, Jay Simonton Director of Public Works, Joel Olea Various department heads or their representatives City Attorney, Steven W. Moore City Clerk, Lynda Bushong

I. REGULAR CITY COUNCIL MEETING AGENDA OF NOVEMBER 2, 2016

Miller declared a potential conflict of interest with regard to Motion Consent Agenda Item B.2 due to his employment and exited the room.

Motion Consent Agenda Item B.2 – Bid Award: Pacific Avenue Athletic Complex (Authorize a contract for Construction Services with DPE Construction in the amount of \$13,127,219.58)

Craft asked if the Alternate 7 bid from Cemex is a typo, considering the significant difference from the bid submitted by DPE Construction. **Wilson** stated that nothing has been submitted by Cemex stating that it is an error. **Craft** noted that there is a description for Alternates 1-6 but not for Alternate 7. **Wilson** explained that there are descriptions for Alternates 1-6 because those are the alternates that are being recommended. **Scott** stated that Alternate 7 was the paving of a parking lot to the east of the facility, which is being considered in Phase II.

Wright asked the difference between the restroom included in the original bid and the park restroom listed as an alternate. **Scott** stated that the restroom included in the original bid is inside the ballpark, while the additional restroom facility would be outside of the fence as part of the larger park property. **Wright** asked how much money was authorized on the bond to be used for this project. **Wicks** stated that the bond came in at roughly \$14 million, and explained that there is additional funding available for the project. **Wright** asked if the \$1.1 million per year to pay off the 20-year bond will come out of the 2% Hospitality Tax. **Wicks** confirmed that it would. **Wright** noted that the Hospitality Tax expires in 2024 and asked what will be used to fund the payment of the bond if the Hospitality Tax is not

renewed. **Wicks** stated that they would refer to the General Fund at that point. He added that 2024 is many years away and the City may have other funding sources at that time.

Miller returned to the dais.

Motion Consent Agenda Item B.5 – Award Rejection: Enterprise Software Assurance License (Reject the renewal of the Enterprise Software Assurance License with SHI International Corporation)

Motion Consent Agenda Item B.6 – Cooperative Purchase Agreement: Enterprise Software Assurance License (Authorize the purchase of the Enterprise Software Assurance License offered by CDW Government, LLC for an estimated annual cost of \$188,326.10)

Mayor Nicholls asked if these two items will basically cancel the action awarding the software licensing to SHI International Corporation and selecting a different vendor, saving money in the process. **Hamersley** stated that is correct. **Mayor Nicholls** asked if there is any difference in the licensing between the two vendors. **Hamersley** stated that they are the same.

Resolution Consent Agenda R2016-036 – Issuance of Bonds: City of Yuma Municipal Property Corporation Municipal Facilities Revenue Refunding Bond (Issuance of Series 2016 Senior Lien Utility System Revenue Bonds)

Wright stated his understanding that the City is eliminating three bonds and that the principal is being reduced from \$40 million to \$38 million due to money the City had in reserve. **Wicks** stated that is correct. **Wright** noted that the interest rate is dropping from 3.1% to 1.51% and asked how much the City will be saving as a result. **Wicks** stated that it will be approximately \$700,000 per year. **Wright** asked if the City will finish paying on the bond on the same date as before. **Wicks** stated that the term will remain the same.

Introduction of Ordinance O2016-033 – Amendment to Yuma City Code: Title 13, Chapter 130, Section 055 “Removal of Wastes” and Section 999 “Penalty” (To require the immediate removal of animal waste from property other than the property of the animal owner and providing a penalty for failure to comply)

Shelton asked how the police will enforce the removal of animal waste. **Lekan** stated that first and foremost the ordinance would serve as a reminder to animal owners to pick up their animal’s waste from other residential or public properties. In the event of a call for service, an investigation will be conducted to determine whether a violation has occurred. Officers will be allowed the discretion to issue a warning and not take enforcement action if they find it appropriate. **Shelton** expressed concern that the public may not be aware of the ordinance. **Lekan** stated that there is a period of 30 days after the ordinance is passed before any enforcement can take place which provides an opportunity for education and awareness. He added that the number of calls received for these types of violations is very minimal and are usually a result of repetitive occurrences. **Knight** stated that even though it may be difficult to enforce, it is important to have the ordinance in place to help stop repeat offenders.

Introduction of Ordinance O2016-035 – Right-of-Way Vacation and Exchange: 1st Bank Yuma
(Vacate a portion of the 4th Avenue right-of-way in exchange for additional rights-of-way from 1st Bank Yuma)

Mayor Nicholls asked if this was initiated by the City or by the property owner. **Scott** stated that it was initiated by the property owner. He explained that in the process of making improvements to their parking lot, it was discovered that the property was in fact two lots that needed to be tied. He added that with projects on 4th Avenue and 32nd Street that have the wider Arizona Department of Transportation right-of-way, the City typically tries to get fee title to the underlying right-of-way needed by the City and return to the property owner the portion (usually 25 feet) that is not needed.

Public Hearing on R2016-037 – Water and Wastewater Utility Rates and Fees (Adopt the recommended reduction of water and wastewater capacity charges)

Mayor Nicholls asked if the reduction in fees is sustainable long term, or if the City will need to increase fees after a short period of time. **Simonton** explained that it will depend on growth. If the City begins to grow quickly and find that they need to expand the current water plants, they will likely have to increase fees to cover the cost of expansion. He stated that it is unlikely that fees will need to be increased in the near future due to flexibility built into the system.

Motion (Knight/Thomas) to recess the November 1, 2016, City Council Worksession to continue and conclude in Conference Room 190. Voice vote: **approved** 7-0.

Mayor Nicholls recesses the meeting at 6:34 p.m.

II. PUBLIC WORKS OVERVIEW

Mayor Nicholls reconvenes the meeting at 6:41 p.m. with all the noted Councilmembers present.

Olea and staff from Public Works presented updates and held discussion with City Council on the following topics:

Neighborhood Cleanup

- This yearly program is highly valued by residents and is experiencing growing pains due to its popularity
- Last year the 10-week program took approximately 14 weeks to complete even with the use of inmate labor and assistance from other departments
- A stronger foundation of employees is needed in addition to the inmate labor; 4-6 seasonal part-time employees are being requested
- Some residents – particularly the elderly – have difficulty bundling their waste as required by the program, resulting in large piles being left on the sidewalks and streets
- The Department of Corrections is struggling to provide the number of inmates requested by the City due to limited resources to transport and process the inmates

- Volunteers could be utilized to help with the program, but some danger is involved and training would be needed in the use of personal protective equipment to ensure their safety

Alley to Front Collections

- Phase 3 of the project will be completed in approximately 6 weeks
- Six hundred thirty six 300-gallon containers have been removed year to date, and 1,700 new containers have been delivered to residential areas
- Feedback from residents has been positive, and the majority those who have expressed concerns are satisfied once City staff explains the advantages of the change
- Smaller containers are lighter, easier for trucks to lift, cause less wear to equipment, and benefits include cleaner alleys as well as safer and easier trash collection
- While alleys are not regularly inspected for litter, employees are required to report any issues they encounter in the field and a Code Compliance Foreman will investigate any complaints

New Fleet Facility

- Aim is to increase customer service level to go along with new facility, in part through the addition of a Service Writer to act as a first and last contact
 - The Service Writer will free up the foremen and mechanics to focus on their work, increasing efficiency
- The office space at the old facility will be demolished and the remaining awning will be used to store solid waste containers
- Climate control system will consist of both an air conditioner and a swamp cooler for more efficient cooling

Traffic Signals & LED Streetlights

- Preventative maintenance is ongoing, but 30-50 year old intersections equate to eventual failures; 37 traffic signals are in critical condition
- Public Works will be requesting \$250,000 on an annual basis to upgrade traffic signals throughout the City
- 75-80% of respondents to the LED project survey have provided positive feedback regarding the LED streetlights
- LED streetlights can reduce the City's electricity costs by \$400,000 per year; LED lights last 8-10 years versus 2-3 years for High Pressure Sodium

Sweeper Routes

- Currently the City has three sweeper routes (down from five in 2006-2007) that take about 16 weeks to complete; callouts due to storms or resident complaints can lengthen the turnaround time
- Public Works will be requesting one additional route, which will include the purchase of a sweeper and hiring one operator; increasing to 4 routes will decrease turnaround time to 12 weeks
- Sweeping is not a mandatory service, therefore there is no industry standard regarding frequency

Slurry Seal

- The current budget for the slurry seal program is \$540,000 for a biannual application; this year Public Works had to eliminate application on 61,000 square yards of road due to budget limitations
- Adding \$200,000 to the budget would allow for increased preventative maintenance, which could extend the life of a road by 5-10 years.

- Roads are selected for application using a rating of 0-100 based on a visual inspection; roads begin receiving treatment at a rating of 70
- The cost per square yard for slurry sealing is \$1.15; prices are expected to increase at the end of the current five-year contract

Staffing Levels

- The City has more than 350 miles of roads to maintain along with associated curbs, sidewalks, signals, streetlights, ramps, striping, crosswalks, and sweeping
- Public Works suffered a loss of 18 employees during the recession, bringing staff down to a total of 76; staff has increased to 82, but 79 traffic signals and 8,000 streetlights have also been added
- In concrete replacement alone there has been a decrease of 50% - from 8 to 4 employees; during the summer of 2016 approximately 340 locations throughout the City had buckled concrete
- Due to limited staffing levels, employees are encouraged not to take any significant scheduled time off during their crew's busy seasons

Continuous Improvement Plan

- Benchmarking work activities and communicating expectations to employee is essential to ensuring there is a clear understanding of goals
- Uniformity and consistency is important to both the City and its citizens; this is achieved through standard operating procedures
- Staff development is accomplished in part through the presentation of job openings within Public Works to increase employee awareness of these opportunities
- Monthly Leadership Roundtables for managers, foremen, and senior "up and coming" workers provide an opportunity to discuss ideas and strategies and receive input from staff

III. EXECUTIVE SESSION/ADJOURNMENT

Mayor Nicholls adjourned the meeting at 7:59 p.m. No Executive Session was held.

Lynda L. Bushong, City Clerk

APPROVED:

Douglas J. Nicholls, Mayor