

MINUTES
REGULAR CITY COUNCIL MEETING
CITY COUNCIL OF THE CITY OF YUMA, ARIZONA
CITY COUNCIL CHAMBERS, YUMA CITY HALL
ONE CITY PLAZA, YUMA, ARIZONA
APRIL 1, 2020
5:30 p.m.

CALL TO ORDER

Mayor Nicholls called the City Council meeting to order at 5:30 p.m.

INVOCATION/PLEDGE

Joe Estes, Assistant City Attorney, gave the invocation. **Police Chief Susan Smith** led the City Council in the Pledge of Allegiance.

ROLL CALL

Councilmembers Present:	Shelton, Morris, Watts, Knight, McClendon, Shoop, and Mayor Nicholls
Councilmembers Absent:	None
Staffmembers Present:	City Administrator, Philip A. Rodriguez Police Chief, Susan Smith Police Lieutenant, Michael Wilcher Finance Director, Lisa Marlin Deputy City Administrator, Jay Simonton Assistant Director of DCD, Alyssa Linville Various Department Heads or their representative City Attorney, Richard W. Files City Clerk, Lynda L. Bushong

FINAL CALL

Mayor Nicholls noted that the City is following the Attorney General's guidelines for closing meetings to the public, but public comments are still being taken on agenda items. Comments can be submitted by email to publiccomment@yumaaz.gov and will be read into the record when that agenda item is addressed.

PRESENTATIONS

Galls Custom Managed Inventory System

Chief Smith introduced **Lieutenant Michael Wilcher** to present an overview of the Galls Custom Managed Inventory System.

Wilcher explained that the Galls Custom Managed Inventory System is a free web-based program that helps the Yuma Police Department (YPD) create an inventory control and auditing system for uniforms. The system provides secure online ordering and mobile device compatibility, allowing officers to use their smartphones to create orders. Uniform orders then go through an approval process through the Quartermaster and a lieutenant before being fulfilled. Some of the benefits of the Galls program are:

- Reduction of accumulation of ‘dead inventory’, or outdated items that are no longer usable by YPD
- Improved implementation of the YPD uniform standards
- Ease of ordering, especially uniform packages for new recruits
- Elimination of back ordering, which reduces shipment wait times
- Expedited returns and exchanges

Wilcher concluded by explaining that the estimated annual expenditure listed on the Request for City Council Action is not additional funds being spent, but rather the allotted uniform budget that is communicated to Galls to allow them to have sufficient inventory on hand to meet YPD’s uniform needs.

Discussion

- Officers are able to order from the full catalog, however anything outside of the uniform standard will be purchased with their own money and will not be able to be worn at work (**Shelton/Wilcher**)
- The \$77,000 estimated annual expenditure was last year’s allotted budget for YPD uniforms and was used only as an example (**Morris/Wilcher**)
- Galls will hold a small inventory of uniform items that may be needed for speedy replacement in their warehouse, eliminating the accumulation of dead inventory by YPD (**Knight/Wilcher**)

Chief Smith added that Galls has agreed to give YPD credit for some of its excess inventory that is still current and may be usable by other agencies.

I. MOTION CONSENT AGENDA

Motion Consent Agenda Item B.5 – Sole Source: Public Administration Software Solution (for a one-year term in the amount of \$159,000.00 with Tyler Technologies) (Finance)

Discussion

- Tyler Technologies has a presence in all 50 states, and there is a Customer Service Representative (CSR) designated specifically for the City (**Knight/Marlin**)
- Most customer service and technical troubleshooting is done online, but a CSR is available to come onsite if necessary (**Knight/Marlin**)
- The software currently meets the City’s needs; however, the contract is year-to-year so should the City decide it has outgrown the software, something different can be considered (**Knight/Marlin**)

Motion Consent Agenda Item B.4 – Job Order Authorization: Parking Lot Repair/Maintenance (execute a Job Order with DPE Construction, Inc., not to exceed \$252,939.44 for capital improvements to eight City-owned parking lots) (Eng)

Mayor Nicholls declared a conflict of interest with regard to Motion Consent Agenda Item B.4, turned the meeting over to Deputy Mayor Watts, and left the dais.

Discussion

- While the parking lots are currently in decent condition, this maintenance will include applying a seal coat to prevent further deterioration (**McClendon/Simonton**)

Motion (Knight/McClendon): To approve Motion Consent Agenda Item B.4 as recommended. Voice vote: **approved** 6-0-1, Mayor Nicholls abstaining due to conflict of interest.

Mayor Nicholls returned to the dais.

Motion (Knight/Watts): To approve the Motion Consent Agenda as recommended with the exception of Item B.4. Voice vote: **approved** 7-0.

A. Approval of minutes of the following City Council meetings:

Regular Council Meeting	May 15, 2019
Regular Council Worksession	October 1, 2019
Regular Council Worksession	March 3, 2020
Regular Council Meeting	March 4, 2020

B. Approval of Staff Recommendations:

1. Executive Sessions may be held at the next regularly scheduled Special Worksession, Regular Worksession and City Council Meeting for personnel, legal, litigation and real estate matters pursuant to A.R.S. § 38-431.03 Section A (1), (3), (4), and (7). (City Atty)
2. Authorize the use of a cooperative purchase agreement initiated by the City of Frisco, Texas for the use of the Galls Managed Inventory System to purchase and maintain a database of the police uniforms and accessories utilized by various Yuma Police Department (YPD) sworn officers, civilian personnel and Municipal Court officers. For an estimated annual expenditure of \$77,000.00 depending on the appropriation of funds and satisfactory performance, as needed to the following: Galls, LLC, Lexington, KY. (Bid #2020-20000091) (YPD)
3. Authorize the use of the cooperative purchase agreement initiated by the City of Tucson through Cooperative Purchasing Network, for the purchase and delivery of Maintenance, Repair and Operations (MRO) Supplies, Parts, Equipment, Materials, and Related Services for an estimated annual expenditure of \$184,000.00, depending on the appropriation of funds and satisfactory performance, as needed to the following: W.W. Granger Lake Forest, Illinois. (Bid #2020-20000127) (Facilities)
4. Pulled for separate consideration; see above.
5. Authorize a sole source approval for the Public Administration Software Solution for a one-year term in the amount of \$159,000.00 with: Tyler Technologies, Incorporated, Yarmouth, Maine. (Bid #2011-0000118) (Finance)
6. Authorize the City Administrator to accept a grant award of \$176,850 and enter into two contracts with the Arizona Department of Forestry and Fire Management. One contract specifies the grant's contractual requirements; the other contract is with the organization's Trails Crew for the performance of the grant's programmatic activities. (Parks & Rec)

7. Modify existing terms of employment related to vehicle allowance for City Administrator and Deputy City Administrator. (Admin)

II. RESOLUTION CONSENT AGENDA

Motion (Watts/Knight): To adopt the Resolution Consent Agenda as recommended.

Bushong displayed the following title:

Resolution R2020-014

A resolution of the City Council of the City of Yuma, Arizona, ordering improvements for Municipal Improvement District No. 113, serving Autumn Valley Subdivision, to operate, maintain and repair landscaping improvements included within, near and adjacent to the retention and detention basins and parkings and parkways and related facilities together with appurtenant structures of Autumn Valley Subdivision, as more particularly described in this resolution, and declaring the landscape improvements to be of more than local or ordinary public benefit, and the cost of the landscape improvements shall be assessed upon Municipal Improvement District No. 113; improvements shall be performed under Arizona Revised Statutes (A.R.S.) Title 48, Chapter 4, Article 2 (located at the northwest corner of 16th Street and 44th Avenue) (DCD)

Roll call vote: **adopted** 7-0.

III. ADOPTION OF ORDINANCES CONSENT AGENDA

Adoption of Ordinance O2020-008 – Rezoning of Property: 6544 E. 32nd Street (rezone approximately 2.28 acres of property from Agriculture to General Commercial) (DCD)

Discussion

- The subject property is an existing Circle K gas station that is requesting the rezoning in order to rebuild the gas station (**McClendon/Linville**)
- The neighboring property owners have been notified of the rezoning request, and the City has not received any comments (**McClendon/Linville**)

Motion (Knight/McClendon): To adopt the Ordinances Consent Agenda as recommended.

Bushong displayed the following title:

Ordinance O2020-008

An ordinance of the City Council of the City of Yuma, Arizona, amending Chapter 154 of the Yuma City Code, rezoning certain property located in the Agriculture (AG) District to the General Commercial (B-2) District and amending the zoning map to conform with the rezoning (approximately 2.28 acres of property located at 6544 E. 32nd Street) (DCD)

Roll call vote: **adopted** 7-0.

IV. INTRODUCTION OF ORDINANCES

Bushong displayed the following title:

Ordinance O2020-010

An ordinance of the City Council of the City of Yuma, Arizona, amending Chapter 70 of the Yuma City Code, as amended, relating to business regulations, providing for changes to the tax schedule as it relates to swap meets and updating the definition of swap meets within the City of Yuma thereof (to update licensing requirements for swap meets and correct a discrepancy between licensing and zoning regulations) (DCD)

V. PUBLIC HEARINGS AND RELATED ITEMS – There were no public hearings scheduled at this time.

VI. APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Appointments - There were no appointments scheduled at this time.

Announcements

Shelton, Knight, Deputy Mayor Watts, and Mayor Nicholls reported on events and meetings they have attended during the last two weeks and upcoming events of note.

Scheduling - No meetings were scheduled at this time.

VII. SUMMARY OF CURRENT EVENTS

Rodriguez pointed out that at the top of the City's website is a link to the Yuma County Public Health Services District website regarding COVID-19, which is updated at least once daily. Additionally, the public can sign up to receive a daily email notification regarding COVID-19 in Yuma County.

VIII. CALL TO THE PUBLIC - Cancelled

IX. EXECUTIVE SESSION/ADJOURNMENT

Motion (Knight/McClendon): To adjourn the meeting to Executive Session. Voice vote: **adopted** 7-0. The meeting adjourned at 6:12 p.m.

APPROVED:

Lynda L. Bushong, City Clerk

Douglas J. Nicholls, Mayor