

MINUTES
REGULAR CITY COUNCIL MEETING
CITY COUNCIL OF THE CITY OF YUMA, ARIZONA
CITY COUNCIL CHAMBERS, YUMA CITY HALL
ONE CITY PLAZA, YUMA, ARIZONA
JULY 15, 2020
5:30 p.m.

CALL TO ORDER

Mayor Nicholls called the City Council meeting to order at 5:32 p.m.

INVOCATION/PLEDGE

Pastor Tom Renard, Imagine Nations Church, gave the invocation. **Alyssa Linville**, Assistant Director/Zoning Administrator for the Department of Community Development, 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 Director of Community Development, Randall Crist Asst. Director of DCD/Zoning Admin., Alyssa Linville Director of Public Works, Joel Olea Various Department Heads or their representative City Attorney, Richard W. Files Deputy City Clerk, Janet L. Pierson

FINAL CALL

Mayor Nicholls made a final call for the submission of Speaker Request Forms for agenda related items from members of the audience.

PRESENTATIONS

Humane Society of Yuma Overview

Annette Lagunas, Executive Director of the Humane Society of Yuma (HSOY), provided an overview of the current structure of the organization and potential changes as follows:

- HSOY's mission is to reduce the number of homeless pets through adoption, rescue, and spay and neuter programs
 - Today's objective is to identify ways to decrease personnel and overall expenses while managing the number of animals entering the shelter and assisting the community in keeping their pets
- City of Yuma Animals in 2019
 - 3,372 animals entered the shelter from City contracted services
 - This equates to 45% of all animals, 36% of all dogs, and 53% of all cats that entered the shelter
 - So far for 2020, 864 animals have entered the shelter from City contracted services
- Goals for the Future
 - Reduce the number of animals entering the shelter

- Limit the animals entering the shelter to only those who are sick, injured or a danger to the community
- Decrease Animal Control calls by becoming more of a service to the community
 - Animal Control works with the community to keep their pets at home; this may include campaigns in neighborhoods to distribute food, dog houses, or even spay/neuter vouchers
- Increase positive outcomes for pets in the City of Yuma
 - Reunite animals with their owners with the help of citizens, and proactive approaches to animal welfare
- How can this be done?
 - Involve the community - the Yuma community is very active on Facebook when it comes to lost or found pets
 - Place microchip scanners at fire stations, the Yuma Police Department (YPD), and other locations throughout the community
 - Create a Geographical Information System (GIS) that allows the public to post lost and found animals
 - Animal Control Officers (ACOs) can focus their help where it is needed most rather than chasing stray animals
 - Utilize the Trap Neuter Return (TNR) program for cats rather than putting them into the shelter
 - Work towards microchipping all animals in Yuma through large community clinics

Discussion

- Grant funding is being sought both for the purchase of microchip scanners to place throughout the City as well to help those in the community microchip their animals (**McClendon/Lagunas**)
- Community education, implementation of a GIS, and shifting the focus of ACOs from chasing strays to prevention can all help reduce calls to Animal Control (**Shelton/Lagunas**)
- The best way to control feral cats is through the TNR program; cages are available for a \$65.00 deposit, and the surgeries are completely grant funded (**Watts/Lagunas**)

Department of Community Development Briefing

Crist and **Linville** presented an overview of the subdivision process and proposed changes to streamline that process as follows:

- Basic Overview
 - Subdivision is the division of land into four or more parcels
 - Public hearing process is required
 - A lot split is the division of land into three or fewer parcels
 - Administrative review process
- Current Subdivision Process – 20 weeks total
 - Preliminary Plat
 - Reviewed and approved by the Planning and Zoning Commission
 - 8-week process
 - Final Plat
 - Reviewed by Planning and Zoning Commission
 - Approved by City Council
 - 12-week process

- Current Permitting Process
 - Preliminary Plat
 - Submittal of preliminary paving, grading, drainage, water, sewer, landscaping plans and boundary and topography maps
 - 1-2 review cycles
 - Final Plat
 - Submittal of final paving, grading, drainage, water, sewer, landscaping plans and boundary and topography maps
 - 1-2 review cycles
- Public Outreach
 - Meet with local engineers to discuss the current process and suggestions for improvement
 - Comments received included:
 - Shorten the process
 - Combine the review processes/eliminating the preliminary review
 - Increase the number of lots that can be created with the lot split process
 - Clarify language within the subdivision code
- Proposed Subdivision Process – 15 weeks total
 - Preliminary Plat
 - Reviewed and approved by the Planning and Zoning Commission
 - 8-week process
 - Final Plat
 - Reviewed and approved by City Council
 - 7-week process
 - A decrease of the current process by 5 weeks
- Proposed Permitting Process
 - Preliminary/Final Plat
 - Upon submittal of preliminary plat to the Planning and Zoning Commission, schedule in-person or virtual review meeting to discuss full construction package
 - Submittal of final paving, grading, drainage, water, sewer, landscaping plans and boundary and topography maps
 - 1-2 review cycles
 - 10-Lot Subdivision Process
 - Creating a subdivision process for lots containing 10 or fewer lots
 - Waive submittal for preliminary plat
 - Final plat reviewed and approved by City Council
 - 7-week process
 - Moving Forward
 - Update subdivision code
 - Text amendment
 - Public outreach
 - Update permitting process
 - Inform community of changes

Discussion

- For the permitting process, construction drawings are for the subdivision itself and include all of the infrastructure such as roads, sewer, water, etc. (**Morris/Crist**)

- The notification area for a subdivision is a 300-foot radius; the City provides notice beyond what is required by state law including postings and neighborhood meetings (**Shelton/Linville**)
- In the case of rental properties the tenant may not receive notification as the mailer is sent to the address that is listed for the owner of the property (**Shelton/Linville**)
- The proposed changes should help staff move more quickly through these processes and utilize fewer staff hours because they remove redundancies in the current processes (**Shoop/Crist**)
- These changes do not look at the overlap between the subdivision and rezoning processes, but the City will continue to look at potential improvements (**Knight/Crist**)

I. MOTION CONSENT AGENDA

Motion (Mayor Nicholls/McClendon): To recess to Executive Session to consult with legal counsel on Executive Session Items D and E, pursuant to A.R.S. §38-431.03 Sections A (3) and A (4). Voice vote: **approved** 7-0. The meeting recessed at 6:09 p.m.

The meeting reconvened at 6:45 p.m. with the above-noted parties present.

Motion Consent Agenda Item B.9 – City of Yuma Small Business Relief Grants (establish a COVID-19 related small business relief grant program utilizing up to \$320,000 of the CARES Act allocation to the City of Yuma) (City Admin)

Mayor Nicholls expressed frustration with the lack of ability for the City to take action locally with regard to the impact of COVID-19 on the community due to authority being held at the State level. The Small Business Relief Grant program will allow for small businesses such as salons and gyms who have had to close or have their operations severely limited to receive grants of up to \$10,000.00 to help with the resulting economic hardship.

Motion Consent Agenda B.6 – Bid Award: Pavement Preservation Services (award a one-year contract with the option to renew for four additional one-year periods for an estimated annual expenditure of \$1,725,000.00) (Public Works)

Motion Consent Agenda B.7 – Bid Award: Asphalt Sealants and Services (award a one-year contract with the option to renew for four additional one-year periods for an estimated annual expenditure of \$275,000.00) (Public Works)

Discussion

- These contracts will specifically address maintenance work associated with both major arterial roadways and local roads, with about 75% of the work projected for residential roads and 25% for major arterial roadways (**Shoop/Olea**)
- The preliminary area that will be addressed will be the southeast area of Yuma (south of 24th Street) which will be targeted during the fall, and in the spring maintenance will progress to the neighborhoods north of 16th Street (**Shoop/Olea**)
- Upcoming road work will be included in the Road Report and will be featured on maps on the City's website to notify citizens when construction may be in their area (**Shoop/Olea**)

- No local contractors bid on either of these items (**Knight/Olea**)
- The prices in these two contracts are specifically per square yard or per ton respectively, so contractors from outside of Yuma cannot add on additional costs associated with housing out-of-town workers or similar travel-related expenses (**Shoop/Olea**)
- The aggregate used for the road maintenance projects will most likely be purchased locally (**Shoop/Olea**)

Motion (Knight/Watts): To approve the Motion Consent Agenda as recommended. Voice vote: **approved** 7-0.

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

Special Council Worksession	March 11, 2020
Regular Council Meeting	June 17, 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. Approve an application to add sampling privileges to an active Series #9 Liquor Store Liquor License submitted by Nicholas Carl Guttilla, agent for Safeway #3931 (Albertsons) located at 2378 W. 24th Street. (LL20-01S) (City Admin/Clerk)
3. Authorize the City Administrator to execute the necessary paperwork with the U.S. Department of Justice-Coronavirus Emergency Supplemental Funding Program and accept the awarded grant funds for the reimbursement of employee salaries related to law enforcement training during the COVID-19 pandemic. (Police/Admin)
4. Authorize an Intergovernmental Agreement with Arizona Western College for the use of the City's Public Safety Training Facility. (Police/Support Svcs)
5. Authorize a contract increase of \$19,306.00 to DFDG Architecture for the additional services requested by the City to complete the remodel for a total cost of \$118,723.00 to Dick & Fristche Design Group (DFDG), Phoenix, Arizona. (Bid #2018-20000177) (Eng)
6. Award to the lowest responsive/responsible bidders, a one year contract for Pavement Preservation Services with the option to renew for four additional one year periods, depending on the appropriation of funds and satisfactory performance, for an estimated annual expenditure of \$1,725,000.00 to the following vendors: American Pavement Preservation; Las Vegas, NV; Cactus Asphalt, Phoenix, AZ; VSS International Sacramento, CA. (Bid #2020-20000153) (Public Works)
7. Award Asphalt Sealants and Services to the lowest responsive/responsible bidders, a one-year contract with the option to renew for four additional one-year periods, one period at a time,

depending on the appropriation of funds and satisfactory performance, for an estimated annual expenditure of \$275,000.00 to the following contractors: Ace Asphalt of AZ, Inc., Phoenix, AZ, Holbrook Asphalt, St. George, UT; Sunland Asphalt & Construction, Inc., Phoenix, AZ; VSS International, Sacramento, CA. (Bid #2020-20000158) (Public Works)

8. Amend and Restate the Concession Agreement for operation of the restaurant at Desert Hills Golf Course. (City Atty)
9. Establish a Covid-19 related small business relief grant program utilizing up to \$320,000 of the CARES Act (AZCares) allocation to the City of Yuma. (City Admin)

II. ADOPTION OF ORDINANCES CONSENT AGENDA

Adoption of Ordinance O2020-015 – Vacate Alleyway: 13th Street between 2nd and 3rd Avenues (vacate approximately 8,615 square feet of unused alleyway to allow for the construction of the Thomas F. Allt Utilities Complex) (Engineering)

Motion (Knight/Shoop): To adopt Ordinance O2020-015 as recommended.

Pierson displayed the following title:

Ordinance O2020-015

An ordinance of the City Council of the City of Yuma, Arizona, declaring that certain alley north of 13th Street between 2nd and 3rd Avenues vacated (vacate approximately 8,615 square feet of unused alleyway to allow for the construction of the Thomas F. Allt Utilities Complex) (Engineering)

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

Adoption of Ordinance O2020-016 – Adopt the Fiscal Year 2021 Primary Property Tax Levy and Mall Maintenance District Property Tax Levy (assess a primary property tax of \$2.3185 for each \$100.00 of assessed valuation and a Mall Maintenance District tax of \$3,4152 on each \$100.00 of assessed valuation) (Administration/Finance)

Motion (Knight/Watts): To adopt Ordinance O2020-016 as recommended.

Pierson displayed the following title:

Ordinance O2020-016

An ordinance of the City Council of the City of Yuma, Arizona, fixing, levying, and assessing primary property taxes upon property within the City of Yuma subject to taxation, each in a certain sum upon each one hundred dollars of valuation sufficient to raise the amount estimated to be required in the annual budget for the fiscal year 2021 less the amounts estimated to be received from other sources of revenue and the unencumbered balances from the previous fiscal year, providing a General Fund; and fixing, levying, and assessing upon property within the boundaries of the Main Street Mall and Offstreet Parking Maintenance District No. 1 subject to taxation, each in a certain sum upon each one hundred dollars of valuation, sufficient to raise the amount estimated to be required for the operation, maintenance, repair and improvement of the facilities of said district, all for the fiscal year

beginning July 1, 2020 and ending June 30, 2021 (primary property tax rate of \$2.3185 for each \$100.00 of assessed valuation and Mall Maintenance District tax rate of \$3.4152 on each \$100.00 of assessed valuation) (Administration/Finance)

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

FINAL CALL

Mayor Nicholls made a final call for the submission of Speaker Request Forms from members of the audience interested in speaking at the Call to the Public.

III. APPOINTMENTS, ANNOUNCEMENTS AND SCHEDULING

Appointments

There were no appointments scheduled at this time.

Announcements

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

Scheduling

Watts requested a presentation and discussion with public health officials regarding COVID-19 testing.

IV. SUMMARY OF CURRENT EVENTS

Rodriguez reported the following events:

- July 1st-31st – National Parks and Recreation Month
- July 18th – Back to School Rodeo at the Yuma Civic Center
- July 18th – Drive-In Movie Night screening of Anchorman at Desert Sun Stadium

V. CALL TO THE PUBLIC

Gary Wright, City resident, spoke regarding the City's recycling program and requested that the City provide an update to residents about whether items being collected are actually being recycled as well as any revenue the City is collecting from the program. **Rodriguez** stated that this topic is scheduled to be on agenda in September of this year.

Colleen Langewisch, City resident, spoke about current national events involving law enforcement and demands to defund or terminate police departments and expressed concern regarding Yuma Police Department's response to incidents within the City.

VI. EXECUTIVE SESSION/ADJOURNMENT

Motion (Knight/Watts): To adjourn the meeting to Executive Session. Voice vote: **adopted** 7-0. The meeting adjourned at 7:16 p.m.

Lynda L. Bushong, City Clerk

APPROVED:

Douglas J. Nicholls, Mayor

DRAFT