

**MINUTES**  
**Work Session**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**July 1, 2015**  
**6:30 p.m.**

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

Mayor G. Sanchez called the Work Session to order at approximately 6:29 p.m.

**PRESENT:** Mayor Gerardo Sanchez  
Vice-Mayor Matias Rosales  
Council Member Ruben Walshe  
Council Member Gloria Torres  
Council Member Maria C. Ramos  
Council Member Africa Luna-Carrasco- arrived at 6:34 p.m.  
Council Member Mario Buchanan Jr.

**OTHERS PRESENT:** Robert Eads, City Manager  
Sonia Cornelio, City Clerk  
Tadeo A. De La Hoya, Assistant to the City Manager  
Glenn Gimbut, City Attorney  
Aracely De La Hoya, Senior Services Director  
Chris Kasid, Parks and Recreation Director  
Daniel Paz, IT Director  
Eulogio Vera, Public Works Director  
Geraldine Gutierrez, PIO/Asst. to Council  
Hank Green, Fire Chief  
Jennifer Cisneros, Asst. Parks and Recreation Director  
Jenny Torres, Community Development Director  
John Starkey, Building Safety Director  
Jose Guzman, Assistant Planner  
Kay Macuil, Assistant City Attorney  
Katie St. Louis, Finance Director  
Olivia Jenkins, Utilities Director  
Victor Figueroa, Acting Chief of Police  
Marco Santana, Police Department  
Pamela Green, Visitor  
Cesar Neyoy, Bajo El Sol  
Lucy Lopez, San Luis News

## **2. AGENDA ITEMS:**

### **2.1. Discussion on any and all matters regarding an update of the proposed recreational complex. (Jenny Torres/Chris Kasid)**

Ms. Jenny Torres, Community Development Director, informed that staff has been evaluating three different sites for the proposed recreational complex. Site #1 - State Land which consists of 18.5 acres located at the north east corner of 4<sup>th</sup> Avenue and Union Street. The cost is a possible lease of \$133,200.00 per year and/or purchase of \$274,725.00 - \$1.7 million; the process cost will be \$20,000; design/engineering \$20,000.00; infrastructure \$12.9 million and maintenance \$300,000.00 per year and the time frame process will take approximately one year. Site #2 – Bureau of Land Management which consist of 34.4 acres located the north ear corner of 8<sup>th</sup> Avenue. There is no cost for the land, the process will be \$200,000.00; design/engineering \$200,000.00; infrastructure \$14 million; maintenance \$300,000.00 per year and the time frame process will take approximately one year. Site #3 – San Luis High School (Intergovernmental Agreement IGA)) which consists of 44.5 acres located at 1250 N. 8<sup>th</sup> Avenue. There is no cost for the land and process; design/engineering \$50,000.00; infrastructure \$1 million lighting/\$600,000.00 for future infrastructure, maintenance \$300,000.00 and the time frame process will take approximately six months. Furthermore, Ms. Torres stated that and IGA with the San Luis High School is the fastest and least expensive route for a sports complex. The fields, utilities and other infrastructure are at the site. Lighting, field improvements, restrooms, parking and security are infrastructures that would need to be established for City use.

Mr. Chris Kasid, Parks and Recreation Director, informed that he met with the Assistant to the Superintendent and the San Luis High School Principal and they support the project. He added that the Yuma Union High School has requested a bond in the amount of \$80 million, which will go out to the voters in November 2015. From those bonds San Luis High School will be receiving \$4 million that will go towards the construction of a new track. He mentioned that the biggest issue that the Parks and Recreation Department is currently facing is the availability of soccer fields, since it is the sport with more demand. Furthermore, he stated that the best and fastest option, will be to enter into an IGA with the Yuma Union High School. He added that each budget year staff will budget for improvements. Mr. Kasid commented that if Council wishes to enter into an IGA with the San Luis High School, it should be done as soon as possible so that they can allocate \$1 million for the project, these funds will be utilized to put in the lights and the City will bring in their parks crew to get going with the fields. He added that the San Luis High School Principal supports this project.

Mr. Robert Eads, City Manager, stated that he agrees with Mr. Kasid. He added that he has worked with this type of contract and it is feasible. He mentioned that he hopes that the City moves forward with this idea.

Mayor G. Sanchez stated that he likes the idea of having these fields close to the high school as it is an excellent area. He mentioned that this will be the fastest way this can be done, but the bonds will be very hard to sell to voters, since the majority of the voters are from the Foothills area.

Mr. Kasid added that the soccer fields are in great demand and currently there is not enough fields for kids to play soccer. He stated that this agreement will provide additional space for sports.

Vice-Mayor M. Rosales asked what will happen if the City makes the improvements then the High School does not go forward with the agreement.

Mr. Eads replied that it will be a long term agreement that will have to be agreed to between both parties.

Council Member M. Ramos asked if the City will be responsible for maintenance, how many more people will have to be hired.

Mr. Kasid replied that staff believes that a good job can be done with what the City has at the moment, but as soon as more improvements are done, then the City will have to hire additional people to maintain the fields.

Mayor G. Sanchez asked how fast can this be done.

Ms. Torres stated that if Council wishes to proceed, then staff will go back to the High School Board to find out if they are interested in getting into an agreement, then the IGA will be brought for approval from Council and the School Board. She added that at the moment the City does not have the money do the maintenance, but there are impact fees that can be used to install lights to one of the soccer fields and the following year staff can include the maintenance during the budget preparation.

## **2.2. Discussion on any and all matters regarding authorization to partner with Lexipol to update our policies and procedures manual for the San Luis Police Department (Acting Chief of Police Victor Figueroa)**

Acting Chief of Police Victor Figueroa, informed that the San Luis Police Department policies and procedures manual has not been updated since 2007, since then the department has acquired new equipment, practices and policing. He mentioned that the department has some equipment that has not been able to use because there are no policies in place for the use of such equipment. He added that new, best practices and procedures are needed to be in compliance and to reduce risk and liability. He added that Lexipol will provide daily training; these trainings will give the department the ability to train and test employees on its policies and procedures. The test will be taken

daily for approximately 5 minutes and it will consist of brief scenarios illustrating realistic circumstances an officer typically encounter; each scenario is linked to a policy, which puts the policy in an operational context and helps sworn personnel understand why the policy exists and how it applies to their daily tasks. The officer must pass the test to be credited. Furthermore, he added that if Council authorizes the San Luis Police Department to partner with Lexipol, the process will take 6-8 months. He informed that this is a budgeted item for fiscal year 2015-2016, the first year subscription fee is in the amount of \$8,800.00 and after the first year it will be \$7,300.00. It will keep the department up-to-date of any changes in laws and offer daily training bulletins for the San Luis Police Department.

Vice-Mayor M. Rosales asked if staff has spoken with the City's insurance pool to see if they can contribute any money for this program.

Mr. Figueroa replied that he will be speaking with Ms. Andrea Catania, Risk Manager for the City of San Luis, to see if the pool will help with this expenditure.

Council Member M.C. Ramos asked if there are other departments in Arizona using this system.

Mr. Figueroa replied that the City of Yuma does not use this system, but there are other bigger organizations that do use it. Furthermore, he mentioned that the reason he is asking for this system, is that he does not want to wait until a new chief is hired to start working on new policies and procedures. He added that he does not want to hold the department liable and there is an opportunity to get this project going.

Mr. Robert Eads, City Manager, stated that any discipline issue that the department has with personnel goes directly towards violation of policy. He added that unfortunately policies at this time are being written through a memorandum and this will get an officer out of date on what policy is. Furthermore, Mr. Eads added that policies should be kept up-to-date and have everybody follow the same policy.

Vice-Mayor M. Rosales asked if the City will continue to pay for the services after the second year.

Mr. Figueroa replied that the fee will continue to be \$7,300.00, as Lexipol will do the research and update the policies.

Council Member M.C. Ramos thanked Mr. Figueroa for stepping in and working on this project.

### **3. DISCUSSION ITEMS:**

#### **3.1. Discussion on any and all matters regarding Main Street issues. (Mayor G. Sanchez)**

Mayor G. Sanchez stated that the reason this item was requested to be discussed is because the Main Street Improvement has been finalized and he has seen some issues such as trash and people sleeping on Main Street.

Mr. Eulogio Vera, Public Works Director, replied that there has been discussion amongst City departments regarding this issue and have come to the conclusion that the maintenance in that area will continue to be done by the Parks and Recreation Department with the assistance of Public Works. Public Works will be assisting on Mondays, when there is more to clean.

Mr. Victor Figueroa, Acting Chief of Police, commented that regarding people sleeping on Main Street are mainly people that cross the border to come to work. He mentioned that when an officer sees one sleeping, they stop to let them know that it is not allowed to sleep in that area.

Mayor G. Sanchez commented that the City needs to do something about these issues. He stated that he understands that people work, but these issues need to be enforced. He mentioned that he found that the City of Yuma has an ordinance that does not allow people sleeping on Main Street. He stated that this is something he would like to avoid by just having officers enforce these problems.

Mr. Figueroa mentioned that one of the things that was noticed is that once Friendship Park was shut down, there are more people staying on the streets and there is no other place to sleep. He mentioned that it is sad because these are hardworking people that have to cross the border to go to work.

Council Member M. Buchanan Jr. commented that he understands that these are all hardworking people, but also the City needs to watch for the safety of their residents. He stated that if this is not enforced, then Main Street will be all trashed within a year; and this is something that the City would like to avoid.

Council Member M.C. Ramos stated that staff should talk to the farm companies to see if they can provide them with shelter while they wait to leave to work. She asked if Friendship Park will be closed forever.

Mayor G. Sanchez replied that the reason Friendship Park is closed is because there were many issues going on with people staying there. He mentioned that employers should also be part of the solution for these issues. Furthermore, he commented that Customs and Border Protection is working on a solution to fix the delay of pedestrians crossing the border.

Ms. Jenny Torres, Community Development Director, commented that one of the solutions would be to move the labor workers pick up location to the San Luis Industrial Park, as people will move to where the buses are at.

Mayor G. Sanchez asked when did the letters to business owners mailed to businesses located on Main Street, regarding the shade structures.

Mr. John Starkey, Building Safety Director, replied that the letter were mailed on July 1, 2015 to not only the property owners but the business owners. The letter stated that structures on the right-of-way are not permitted and they have to be removed. He mentioned that staff will go visit the business owners within 15 days to check their status.

Mr. Robert Eads, City Manager, mentioned that one of the solutions about homeless people on Main Street will be to contact the shelter organizations to see how they can help with this matter. He also mentioned that the media will be a great vehicle to notify the community about this issue, and they might come out with some suggestions. Furthermore, he informed that the Arizona Department of Corrections (ADOC) approved the request to have the prison inmates help with the Main Street maintenance. He added that the City will try to have them work from 6:00 a.m. to 8:00 a.m., when Main Street is not that busy.

Mr. Vera commented that one of the restrictions that ADOC has lately implemented, is that the City used to use them throughout the City but due to the incidents that have happened throughout the County, they have more restrictions as where prison can be used. He added that the City will be able to use them in that area with additional support from the City and the prison.

Mr. Eads informed that Arizona Department of Transportation (ADOT) is ready to turn in Main Street to the City and there will be some issues that the City will face during the transition and mostly during the winter. He added that ADOT would like to hand in the project on July 17, 2015.

Mr. Vera commented that ADOT is willing to help the City, as they understand staff's limitations.

Mayor G. Sanchez commented that one of the issues he has noticed is that in the pedestrian crossing light, people are not able to see if the light is green or red.

Mr. Vera replied that this is one of the issues that was addressed to ADOT and the recommendation was to put the light lower or install an additional light so that people is able to see it. The other issue is the location of the button for the pedestrian crosswalk. He commented that during the winter time, there will be many people crossing that

crosswalk, and they will not fit in the sidewalk to cross the street, this will create a chaos, as people will be standing on the street in order to cross.

Mayor G. Sanchez asked if the Police Department is already giving out tickets for jay walkers.

Mr. Figueroa replied that officers will be concentrating on First Avenue and Main Street, as zero tolerance starts on July 2, 2015, people will get cited for not using the crosswalks.

Council Member A. Luna-Carrasco asked what will be done with the roundabout located on Archibald and Main Street.

Mr. Vera replied that ADOT is done with that project, but the City will be able to do something if Council decides to.

### **3.2. Update on any and all matters regarding “hot” water issues. (Mayor G. Sanchez)**

Mr. Eulogio Vera, Public Works Director, commented that it was Council's direction to hire a third party to find a solution to the problem. He informed that the City hired Nicklaus Engineering, Inc. (NEI) and they analyzed the data that the City collected during the previous year including the temperature readings, the layout of the water distribution system, storage tanks and well sites. He mentioned that they reviewed the information to see if there are any deficiencies to what stands and there were none. Furthermore, Mr. Vera informed that NEI will be doing a data collection, as far as taking temperature of storage tanks, water main and residences; they do data collection for 3 to 5 days. With this study NEI and City staff will be able to pinpoint what the problem is in the area.

Mayor G. Sanchez asked Mr. Vera to make sure that NEI takes readings at different homes.

Mr. Vera commented that staff has measured the depth of the lines and they are within standard practice.

Council Member M. Buchanan Jr. asked if City staff has been meeting with residents to take the water reading from their homes.

Mr. Vera replied that NEI will be deciding where will be the best location to take the water temperature readings, then the property owners will be contacted to set up the appointment.

Mayor G. Sanchez asked Mr. Vera to please notified Mr. Jose Luis Suarez as to what the status of this problem is. He asked how much does the study cost.

Mr. Vera replied that the preliminary review study will cost approximately \$5,000.00.

### **3.3. Discussion on any all matters regarding the position of Vice-Mayor. (Mayor G. Sanchez)**

Mayor G. Sanchez commented that when he became the Vice-Mayor, he thought it would require him to do extra activities/duties and it did not. He mentioned that as years passed by, this position now requires more from the Vice-Mayor, such as attending trips representing the Mayor during meetings. He added that he wants Council to understand that the City is growing and it requires more from each Council Member and specially from the Vice-Mayor, this is the reason why this position was also significantly monetary increased, because it requires more of this person's time. Mayor G. Sanchez commented that this position requires a lot of public speaking, deal with border issues and is in direct contact with Mr. Luis Ramirez in regard to San Luis Port I and II. He stated that whomever wants to be a Vice-Mayor it will require more of his/her time and Council will expect more from this position. He mentioned that he would like to hear from each Council Member as to what their thoughts are about the position.

Council Member M. Buchanan Jr. mentioned that he does not have the time for the Vice-Mayor position. He stated that the Vice-Mayor M. Rosales is currently doing a great job and is representing the community.

Council Member G. Torres commented that other Council Members should be given the opportunity to fill the position of Vice-Mayor. She agrees with Council Member M. Buchanan Jr. as to how Vice-Mayor Rosales is doing. She stated that she does not have the time to take that responsibility.

Vice-Mayor M. Rosales stated that it has been an honor to be the Vice-Mayor. He commented that it is up to Council if they would like him to continue with this job and will work with Council if they want to replace him. He added that there are Council Members that are very active and should also be given the opportunity to be the Vice-Mayor.

Council Member M.C. Ramos commented that she also agrees with Council Member M. Buchanan Jr. but also believes that others should be given the opportunity to serve as Vice-Mayor.

Council Member A. Luna-Carrasco mentioned that she agrees with what other Council Members have said. She stated that being a Vice-Mayor will be a learning experience.

Council Member R. Walshe commented that it will be very helpful to have some guidelines regarding the duties of the Vice-Mayor, reason is that at this time there are none.

Mayor G. Sanchez agreed with Council Member R. Walshe regarding the guidelines to define this position. He added that if this is not define, his job will be harder as he relies a lot from the Vice-Mayor.

#### **4. Adjournment**

**MOTION**: Council Member M. Buchanan Jr./Council Member G. Torres to adjourn the meeting at approximately 7:47 p.m. Motion passed unanimously.