

**MINUTES**  
**Regular Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**San Luis, AZ 85349**  
**July 27, 2016**  
**7:00 P.M.**

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| <p><b>APPROVED</b> by Council<br/><b>Date:</b> September 14, 2016<br/><b>Clerk's Office:</b> /s/ S. Cornelio</p> |
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1. **CALL TO ORDER** Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:00 p.m.

**ROLL CALL**

**PRESENT:** Mayor Gerardo Sanchez  
Vice-Mayor Matias Rosales  
Council Member Mario Buchanan Jr.  
Council Member Africa Luna-Carrasco  
Council Member Maria Cecilia Ramos  
Council Member Gloria Torres

**ABSENT:** Council Member Ruben Walshe

**OTHERS PRESENT:** Tadeo De La Hoya, Interim City Manager  
Ralph Velez, City Consultant  
Angelica Castro, Contracts and Grants Coordinator  
Angelica Cifuentes, Budget and Procurement Analyst  
Aracely De La Hoya, Senior Services Director  
Carlos Cortes, Assistant Finance Director  
Chris Hagen, Management Analyst  
Craig Higgins, Chief of Police  
Crystal Fragozo, Parks & Recreation Admin. Assistant  
Debora Luna, Accountant  
Eulogio Vera, Public Works Director  
Francia Alonso, Office Support Specialist  
Glenn Gimbut, Assistant City Attorney  
Hank Green, Fire Chief  
Janet Taylor, Administrative Assistant  
Jennifer Cisneros, Asst. Parks & Recreation Director  
Jenny Torres, Community Development Director  
John Starkey, Planning and Zoning Director  
Jonathan Dumadag, I.T. Technician  
Joselyn Medina, PIO/ Assistant to Council  
Kassandra Ramirez, H.R. Technician  
Katie St. Louis, Finance Director  
Kristin McManus, City Magistrate

Lizandro Galaviz, Parks and Recreation Director  
Manuel Rojas, Assistant Public Works Director  
Margarita Dominguez, Account Payable Clerk  
Maria Sabori, Human Resources Senior Analyst  
Miguel Ramirez, Accountant  
Olivia Jenkins, Utilities Director  
Ric Bauermann, Fire Department  
Roula Encinas, Accountant  
Victor Figueroa, Police Department  
Cesar Neyoy, Reporter

## **2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice-Mayor Matias Rosales.

## **3. INVOCATION**

The Invocation was led by Mr. Hank Green, Fire Chief.

## **4. PRESENTATIONS**

### **4. A. Introduction to the Mayor and City Council of recently hired City of San Luis employees hired April through June 2016. (Tadeo A. De La Hoya, Interim City Manager)**

Mr. Tadeo De La Hoya, Interim City Manager, introduced the recently hired City of San Luis employees.

Mayor Gerardo Sanchez welcomed the new employees to the City of San Luis.

### **4. B. Presentation of Copper Award recognition to the City of San Luis Wellness Program by the Healthy Arizona Worksites Program developed by the Arizona Department of Health Services and Maricopa County Department of Health. (Tadeo A. De La Hoya, Interim City Manager)**

Mr. Tadeo De La Hoya, Interim City Manager, called forward the Wellness Committee members and presented them with the Copper Award of excellence in Worksites Wellness.

Mayor Gerardo Sanchez commented that the Wellness Committee was something the City of San Luis needed and something the City of San Luis has excelled in.

**4. C. Presentation of Certificate of Achievement for Excellence in Financial Reporting to Finance Director Ketic St. Louis and the Finance Department, for the City of San Luis' Comprehensive Annual Financial Report for fiscal year ending June 30, 2015. (Tadeo A. De La Hoya, Interim City Manager)**

Mr. Tadeo De La Hoya, Interim City Manager, stated that the City of San Luis Finance Department has received the Certificate of Achievement for Excellence in Financial Reporting. Mr. De La Hoya added that it has been the third consecutive year the San Luis Finance Department has been recognized by the Government Finance Officers Association of the United States and Canada.

Mayor Gerardo Sanchez expressed how proud he was of the City of San Luis Finance Department. Mayor Gerardo Sanchez thanked Ms. Ketic St. Louis, Finance Director, and the rest of the Finance Department for their hard work.

**5. CONSENT AGENDA**

**5. A. Minutes of**

- Work Session held June 1, 2016
- Regular Council meeting held June 8, 2016

**5. B. Disbursements from July 4, 2016 to July 15, 2016**

Total Disbursements \$1,308,180.02  
(One Million, Three-Hundred Eight Thousand, One-Hundred Eighty Dollars and Two Cents)

**MOTION:** Council Member Gloria Torres/Vice-Mayor Matias Rosales to approve the Consent Agenda as presented. Motion passed unanimously.

**6. DISCUSSION AND POSSIBLE ACTION ITEMS**

**6. A. Discussion and possible action regarding renewal and ratification of interpreter's contract for fiscal year 2016-2017. (Kristin McManus, Municipal Magistrate)**

Ms. Kristin McManus, Municipal Magistrate, stated that the Municipal Court would like to renew the contract with Ms. Ruth Guerra for interpreting services. Ms. McManus explained that Ms. Guerra has been working with the Court for two (2) and a half years and provides interpreting services on a daily basis.

**MOTION:** Vice-Mayor Matias Rosales/Council Member Mario Buchanan Jr. to ratify and approve the renewal of the Court Interpreter's contract. Motion passed unanimously.

**6. B. Discussion and possible action on any and all matters regarding salary survey consultant service proposals for future City of San Luis employee salary survey procedure. (Maria Sabori, Human Resources Senior Analyst)**

Ms. Maria Sabori, Human Resources Senior Analyst, stated that during the 2016 Budget Retreat City Council directed staff to conduct an additional salary survey study. Ms. Sabori explained that through extensive research, the Human Resources Department received proposals from three (3) different companies.

Mayor Gerardo Sanchez asked Ms. Sabori what company she felt would provide adequate services.

Ms. Sabori replied that her personal recommendation would be CPS HR Consulting.

Mr. Tadeo De La Hoya, Interim City Manager, stated for the record that the three (3) companies do not have a vast difference in what they would be performing.

Vice-Mayor Matias Rosales asked in regards to the proposal, which cities CPS has worked with.

Ms. Sabori explained that CPS is a national company and has worked with different cities and states. Ms. Sabori added that Springsted has worked with different cities in Minnesota and Arthur J. Gallagher & Co. has worked with Phoenix and several different cities in Arizona but it would cost the City of San Luis \$80,000.00 for the same services.

Mayor Gerardo Sanchez asked employees to be truthful in their survey and to ask any questions they have.

Council Member Mario Buchanan Jr. asked for Department Heads to educate their employees about the study.

**MOTION:** Vice-Mayor Matias Rosales/Council Member Mario Buchanan Jr. to accept and approve the proposal of CPS HR Consulting in the amount of \$38,800.00 and authorize the appropriate city officials to execute the contract and to state the reimbursable expenses estimated at a total of \$28,000.00 as presented on page 21 of the proposal. Motion passed unanimously.

**6. C. Discussion and possible action on any and all matters regarding the purchase of a Scorpion Automated Side Loader Body, Refurbish option for Solid Waste Division under the City Purchasing Code 36.09 for cooperative contracts. (Manuel Rojas, Assistant Public Works Director)**

Mr. Manuel Rojas, Assistant Public Works Director, presented the proposal for a used Scorpion Body for the Solid Waste Division. Mr. Rojas explained the Scorpion would allow the City to improve daily customer services for residents when it comes to trash pickups. Not only would they improve customer service but the Scorpion allows the City to save on parts. He added that staff recommends the Scorpion to be purchased from DaDee Manufacturing in the amount of \$105,801.51.

Mayor Gerardo Sanchez stated that the City has to make sure they are taking care of the containers.

Mr. Rojas stated that there will be staff checking the trashcans and added that residents can always call if their trashcan is broken and staff will go to the property and replace the ones needed to be replaced.

**MOTION:** Vice-Mayor Matias Rosales/Council Member Mario Buchanan Jr. to approve the purchase by July 31, 2016 of the Scorpion Automated Side Loader for the Solid Waste Division in the amount of \$105,802.00 as presented under City Code section 36.09 and authorize appropriate city officials to execute the purchase. Motion passed unanimously.

**6. D. Discussion and possible action on any and all matters regarding Resolution No. 1151. A resolution of the Mayor and City Council of the City of San Luis, Arizona to receive funding for payroll expenses for an officer as a form of reimbursement by approving an Intergovernmental Agreement and authorizing execution of Gang & Immigration Intelligence Team Enforcement Mission State Gang Task Force between the State of Arizona through the Department of Public Safety and the City of San Luis, Arizona through the San Luis Police Department. (Craig Higgins, Chief of Police)**

Mr. Craig Higgins, Chief of Police, stated that with the Intergovernmental Agreement an officer would be assigned to the Gang and Immigration Intelligence Team Enforcement Mission State Gang Task Force with the Arizona Department of Public Safety. That officer would be working cases jointly with DPS.

Mayor Gerardo Sanchez asked if the City of San Luis would be losing an officer to work with DPS.

Mr. Higgins responded that the City of San Luis would temporarily lose an officer but the officer would be gaining experience and in the long run the City of San Luis would be gaining more members.

**MOTION:** Council Member Gloria Torres/Council Member Africa Luna-Carrasco to approve Resolution No. 1151. Motion passed unanimously.

**6. E. Discussion and possible action on any and all matters regarding Resolution No. 1152. A resolution of the Mayor and City Council of the City of San Luis, Arizona, to continue the existing Agreement for Base Hospital/Emergency To provide Medical Direction between Yuma Regional Medical Center and the City of San Luis. (Hank Green, Fire Chief)**

Mr. Hank Green, Fire Chief, stated that Resolution No. 1152 would continue the existing Agreement for Base Hospital/Emergency Medical Direction between the City of San Luis and Yuma Regional Medical Center. Mr. Green added that Base Hospital Agreements are required to provide pre-hospital, emergency medical services.

**MOTION:** Council Member Mario Buchanan Jr./Council Member Maria Cecilia Ramos to approve Resolution No. 1152. Motion passed unanimously.

**6. F. Discussion and possible action on any and all matters regarding Second Reading of Ordinance No. 356. 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 a 6,958 square foot lot from High Density Residential (R-3) to Manufactured Home (MH) for property located at 315 E. Cuauhtémoc Street, Rancho San Luis Mobile Home Subdivision; repealing any conflicting provisions; and providing for severability. (John Starkey, Planning and Zoning Director)**

Mr. John Starkey, Planning and Zoning Director, stated that there is an old manufactured home on the lot that the resident wants to replace with a newer one, but in order to do so the property needs to be rezoned. Mr. Starkey added that the manufactured home has yet to be purchased by the owner.

**A. Approval of Second Reading of Ordinance No. 356 by title only**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Africa Luna-Carrasco to approve Ordinance No. 356 by title only. Motion passed unanimously.

Ms. Janet Taylor, Administrative Assistant, read Ordinance No. 356 by title only.

**B. Approval and Adoption of Ordinance No. 356**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Gloria Torres to approve and adopt Ordinance No. 356. Motion passed unanimously.

**6. G. Discussion and possible action on any and all matters regarding the Second Reading of Ordinance No. 357. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the Tax Code of the City of San Luis by adding Subsection 7A-610(e) relating to the Use Tax Rate for Purchases of Tangible Personal Property; making a technical correction to Ordinance No. 348 while retaining its effective date of June 1, 2016; establishing an effective date for Ordinance No. 348 while retaining its effective date of June 1, 2016; establishing an effective date for Ordinance No. 357; repealing any conflicting provisions; and providing for severability. (Kay Marion Macuil, City Attorney)**

Mr. Glenn Gimbut, Assistant City Attorney, stated that City Attorney Kay Macuil covered the Ordinance at the last Council Meeting and urges the adoption of Ordinance No. 357.

Mayor Gerardo Sanchez clarified that the City would be introducing a tier system and decreasing some aspects of the City of San Luis sales tax.

**A. Approval of Second Reading of Ordinance 357 by title only**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Africa Luna-Carrasco to approve the Second Reading of Ordinance No. 357 by title only. Motion passed unanimously.

Ms. Janet Taylor, Administrative Assistant, read Ordinance No. 357 by title only.

**B. Approval and adoption of Ordinance 357**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Africa Luna-Carrasco to approve and adopt Ordinance No. 357. Motion passed unanimously.

**7. SUMMARY OF CURRENT EVENTS**

Council Member Maria Cecilia Ramos reported that she attended the United for Yuma event and stated that it was a special event because it united everyone with prayer.

Mayor Gerardo Sanchez reported that he had met with a resident earlier in the day and stated that the resident wants to provide seminars and workshops on Electronic Engineering to the residents of the City of San Luis. He added that the City of San Luis would be helping her get the programs up and running. Mayor Gerardo Sanchez commented how amazing it was to see a resident wanting to make a difference in the City of San Luis.

Council Member Gloria Torres reported that the City of San Luis, Arizona and San Luis Rio Colorado, Sonora are doing a startup campaign to help DIF shelters. She added that boxes would be placed in different offices throughout the City to collect necessities and supplies for the children.

Council Member Africa Luna-Carrasco reported that she attended the Ground Breaking Ceremony for Lakin Drive and thanked everyone who participated in the event. She added that she is looking forward to seeing more streets improved.

Vice- Mayor Matias Rosales thanked staff for their participation with everything that has been occurring in the City of San Luis, including the asphalt on Juan Sanchez Boulevard and the after school activities in the Parks and Recreation Department.

## **8. CALL TO THE PUBLIC**

There were no comments from the Public.

## **9. EXECUTIVE SESSION(S)**

**MOTION:** Vice-Mayor Matias Rosales/Council Member Africa Luna-Carrasco to go to Executive Session at approximately 8:20 p.m. Motion passed unanimously.

**9. A. Discussion and possible action to hold an Executive Session pursuant to A.R.S. §§38-431.03(A) subsections (3), (4), and (7) for legal advice and consider the City's position and instruct its Attorney with respect to a possible commercial development and possible contracts that are the subject of negotiations for the Price Center Building and for legal advice with the City Attorney or City Attorneys and to possibly instruct the City Attorney. (Kay Marion Macuil, City Attorney)**

**9. B. Discussion and possible action to hold an Executive Session pursuant to A.R.S. §38-431.03(A) subsection (3) and (4) on any and all matters relating to the San Luis Regional Detention Center and related contracts, litigations, and negotiations for discussion or consultation for legal advice with the City Attorney or the City's Attorneys in order to consider the City's position and instruct its attorneys on the same. (Kay Marion Macuil, City Attorney)**

## **10. MOTION TO GO BACK INTO REGULAR SESSION**

**MOTION:** Mario Buchanan Jr./Council Member Africa Luna-Carrasco to go back to Regular Session at approximately 9:20 p.m. Motion passed unanimously.

## **11. DISCUSSION AND POSSIBLE ACTION ITEM**

**11. A. Discussion and possible action on any and all matters regarding litigation costs on case number CV 14-02633 PHX DMF in the United States District Court for the District of Arizona. (Kay Marion Macuil, City Attorney)**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Gloria Torres to approve a loan to the San Luis Facility Development Corporation in the amount of \$75,000.00 for Litigation costs in case number CV 14-02633 PHX DMP in the United States District Court for the District of Arizona and that repayment on the loan be contingent on proceeds from said case. Motion passed unanimously.

## **12. ADJOURNMENT**

**MOTION:** Council Member Gloria Torres/Council Member Africa Luna-Carrasco to adjourn the Regular Council meeting at approximately 9:23 p.m. Motion passed unanimously.



### **Certification of Council Minutes**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular Council Meeting held on July 27, 2016. I further certify the meeting was dully called and held and that the quorum was present and that the City Council approved these minutes at their Regular Council meeting held on September 14, 2016.

Dated this 15<sup>th</sup> day of September 2016.

/s/ Sonia Cornelio, City Clerk