

**MINUTES**  
**Special Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**June 7, 2017**  
**6:00 p.m.**

<b>APPROVED</b> by Council <b>Date:</b> September 13, 2017 <b>Clerk's Office:</b> /s/ S. Cornelio
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**1. CALL TO ORDER/ROLL CALL:** Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 6:04 p.m.

**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 Ruben Walshe

**ABSENT:** Council Member Gloria Torres

**OTHERS PRESENT:** Tadeo A. De La Hoya, City Manager  
Sonia Cornelio, City Clerk  
Angelica Cifuentes, Procurement and Budget Compliance  
Craig Higgins, Chief of Police  
Derek Dueñas, I.T. Manager  
Eulogio Vera, Public Works Director  
Hank Green, Fire Chief  
Jenny Torres, Community Development Director  
Jonathan Dumadag, I.T. Technician  
Jorge Perez, Administrative Coordinator  
Jose Guzman, Acting Planning & Zoning Director  
Kay Macuil, City Attorney  
Katie St. Louis, Finance Director  
Laura Herrera, PIO/Assistant to City Council  
Lizandro Galaviz, Parks & Recreation Director  
Manuel Rojas, Assistant Public Works Director  
Olivia Jenkins, Human Resources Director  
Ralph Velez, City Consultant  
Ric Bauermann, Fire Department  
Yolanda Duenas, Fleet and Facilities Office Manager  
Cesar Neyoy, Reporter  
Lucy Lopez, Reporter

## **2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member Ruben Walshe.

## **3. DISCUSSION AND POSSIBLE ACTION ITEMS:**

### **3. A. Discussion and possible instruction to staff following a presentation on any and all matters regarding findings of the Economic Impact Analysis for the proposed Retail Tax Incentive Agreement with San Luis Commercial Holdings L.L.C. for a multi-use commercial site. (Jenny Torres, Community Development Director/Dan Jackson, Willdan Economist.com)**

Ms. Jenny Torres, Community Development Director, presented Mr. Dan Jackson to the Mayor and City Council. Ms. Torres added that the City of San Luis contracts with Willdan Economist.com to develop the Economic Impact Analysis. She added that the analysis is based on the Hotel Project.

Mr. Dan Jackson, Vice President of Willdan Economist.com, presented a brief report on the Proposed Retail Tax Incentive Agreement with San Luis Holdings, L.L.C. for Multi-Use Site.

Mayor Gerardo Sanchez asked Mr. Jackson how long he had been working on the project.

Mr. Jackson replied that he had been working on the project since 2003.

A copy of the report can be found in the Office of the City Clerk.

## **4. EXECUTIVE SESSION**

### **Vote to hold an Executive Session pursuant to A.R.S. §38-431.03(A) (3), (4) and (7)**

**MOTION:** Council Member Mario Buchanan Jr. /Council Member Ruben Walshe to go to Executive Session at approximately 6:19 p.m. Motion passed unanimously.

**Discussion and possible action to hold an Executive Session pursuant to A.R.S. §38-431.03(A) (3), (4) and (7) for discussion or consultation, for legal advice with the City Attorney or City Attorneys, and/or with the City Attorney of City's attorneys in order to consider its position and instruct its attorneys regarding City Council's position regarding contracts that are the subject of negotiations, and/or with designated representatives of City Council in order to consider its**

**position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property in relation to a Development Agreement with San Luis Commercial Holdings, L.L.C. (Kay Marion Macuil, City Attorney; Bill Sims, Outside Counsel, Jenny Torres, Community Development Director; Ralph Velez, City Consultant)**

## **5. MOTION TO GO BACK INTO SPECIAL SESSION**

**MOTION:** Council Member Mario Buchanan Jr. /Council Member Africa Luna-Carrasco to go back into Special Session at approximately 6:19 p.m. Motion passed unanimously.

## **6. DISCUSSION AND POSSIBLE ACTION ITEMS**

**6. A. Discussion and possible action on any and all matters regarding Resolution No. 1193. A resolution of the Mayor and City Council of the City of San Luis, Arizona approving a Development Agreement with San Luis Commercial Holdings, L.L.C., an Arizona limited liability company. (Jenny Torres, Community Development Director)**

Mayor Gerardo Sanchez stated that one of the members of the City Council had a question on toy haulers and wanted a response to that question.

Mr. Barry Olsen, Local Attorney, stated that there are six (6) out of the eight (8) acres of land for the project that they can put anything on. Mr. Olsen added that when they got to the site they were provided with an operator that specifically knew about the market, adding that with this operator they will be able to accommodate the community.

Mayor Gerardo Sanchez thanked Mr. Olsen and stated that staff is here to help.

**MOTION:** Council Member Africa Luna-Carrasco/Council Member Maria Cecilia Ramos to approve and adopt Resolution No. 1193. Motion passed unanimously.

**6. B. Discussion and possible action to approve any and all matters regarding Resolution No. 1193. A resolution of the Mayor and City Council of the City of San Luis, Arizona adopting and directing the City Manager and/or his designee to follow the document titled "Classification Study and Final Report"; approving an appeal process; and providing for severability. (Olivia Jenkins, Human Resources Director; Jennifer Ramos CPS HR Consultant)**

Ms. Olivia Jenkins, Human Resources Director, stated that they are requesting to adopt Phase I of the Classification Study that the City Council had requested during the previous fiscal year.

Mayor Gerardo Sanchez stated that he is glad Ms. Jenkins was part of the process adding that it was a learning experience for staff.

Ms. Jenkins commented that most of the interviews and discussion with the employees were done by the consultants. She added that the Human Resources Department provided the communication link between the consultants and staff to communicate and properly fulfill the survey.

Ms. Jennifer Ramos, CPS HR Consultant, stated that the City of San Luis employees have been cooperative during the process and participation. Ms. Ramos also stated that CPS wanted to be as transparent as possible and communicate with the employees. Ms. Ramos further explained the reclassifications and the results.

Council Member Maria Cecilia Ramos expressed how proud she was that there were over 90 employees who were interviewed, in addition to the creation of career ladders.

Mayor Gerardo Sanchez thanked Ms. Ramos and stated that the report was very precise and there was more information provided for clarification.

A copy of the Classification Study and Final Report can be found in the Office of the City Clerk.

**MOTION:** Council Member Africa Luna Carrasco/Council Member Mario Buchanan Jr. to approve and adopt Resolution No. 1196. Motion passed unanimously.

**6. C. Discussion and possible action on any and all matters regarding instructions to staff to contract with Cooperative Personnel Services (CPS) HR Consulting for additional services not included in the initial contract to conduct a salary study and waiver of formal purchasing procedures as permitted under San Luis City Code Section 36.01 (H). (Olivia Jenkins, Human Resources Director)**

Ms. Olivia Jenkins, Human Resources Director, stated that the Human Resources Department feels this request is necessary to complete the process started with the Salary Study. Ms. Jenkins added that the funds will be used to invest in the appeal and hearing process for the classification that would allow the employees to present new

evidence if they feel that the current classification is not correct. She added that there would be a criteria that would have to be met in order to go through the process.

**MOTION:** Council Member Africa Luna Carrasco/Council Member Maria Cecilia Ramos to approve contracting with CPS HR Consulting for the additional services as presented in an amount not to exceed \$10,750.00 and waiving formal purchasing procedures. Motion passed unanimously.

**6. D. Discussion and possible action on any and all matters regarding the Intergovernmental Agreement City Council passed on April 12, 2017 and Resolution No. 1197. A Resolution of the Mayor and City Council of the City of San Luis, Arizona approving an Intergovernmental Agreement between the City of San Luis, Arizona and Gadsden Elementary School District No. 32 regarding improvements to address traffic and repealing Resolution No. 1188. (Kay Marion Macuil, City Attorney and Eulogio Vera, Public Works Director)**

Ms. Kay Macuil, City Attorney, stated that Intergovernmental Agreement states that the City of San Luis and the Gadsden Elementary School District agree to include a turn lane which would address the stacking issue. She added that the School Board never took action on the item.

Mr. Eulogio Vera, Public Works Director, stated that the turning lane would be added to accommodate the capacity as required for the amount of activity in the area.

Mayor Gerardo Sanchez asked if the School District has seen the agreement.

Ms. Macuil, replied that the agreement was drafted by the School District's attorney adding that she only did a formatting change on the agreement. She added that once the agreement is signed by the school, the City would sign off on the Certificate of Occupancy and everything would be ready to go.

**MOTION:** Council Member Africa Luna Carrasco/Council Member Maria Cecilia Ramos to approve and adopt Resolution 1188. Motion passed unanimously.

**7. ADJORNMENT**

**MOTION:** Council Member Mario Buchanan Jr. /Council Member Africa Luna-Carrasco to adjourn the Regular Council Meeting at approximately 7:22 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 Special Council meeting of the San Luis City Council held on June 7, 2017. 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 13, 2017.

Dated this 19<sup>th</sup> day of September 2017.

/s/ Sonia Cornelio, City Clerk