

**MINUTES**  
**Work Session**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**August 16, 2017**  
**6:30 p.m.**

**1. CALL TO ORDER/ROLL CALL:** Mayor Gerardo Sanchez called the Work Session to order at approximately 6:32 p.m.

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

**ABSENT:** Council Member Gloria Torres

**OTHERS PRESENT:** Tadeo A. De La Hoya, City Manager  
Sonia Cornelio, City Clerk  
Kay Macuil, City Attorney  
Angel Ramirez, Fire Department  
Carlos Cortes, Assistant Director of Finance  
Derek Dueñas, IT Manager  
Eulogio Vera, Director of Public Works  
Hank Green, Fire Chief  
Isaac Gutierrez, GIS Specialist  
Jenny Torres, Economic Development Manager  
Jonathan Dumadag, IT Technician  
Jorge Perez, Billing and Collections Manager  
Jose Guzman, Acting Director of Planning and Zoning  
Jesus Meza, Assistant Director of Parks and Recreation  
Katie St. Louis, Director of Finance  
Laura Herrera, Assistant to Council / PIO  
Manuel Rojas, Assistant Director of Public Works  
Olivia Jenkins, Director of Human Resources  
Richard Jessup, Acting Chief of Police  
Ric Bauermann, Fire Department

## **2. AGENDA ITEMS:**

Mayor Gerardo Sanchez moved item #2. C. to be the first item on the agenda.

**2. C. Discussion and possible directions to staff on any and all matters regarding a work session to discuss and consider a plan to refinance taxable and tax-exempt loans from the Greater Arizona Development Authority entered into in 2009 which financed and refinanced the costs of an approximately 84,000 square foot building, portions of which have been leased by the city, by entering into refunding installment purchase agreements, the interest paid on which will be either taxable or tax-exempt as would be most advantageous to the city. (Mark Reader, Managing Director in Public Finance, Stifel)**

Mr. Mark Reader, Managing Director in Public Finance, Stifel, presented options for City Council's consideration for spending less money on paying off the loans on the Price Center building and explained the tax implications. He informed that at this time staff is requesting directions to whether to proceed with refinancing the building known as the Price Center debt. Mr. Reader made a presentation, a copy of this presentation is on file with the complete agenda packet in the City Clerk's Office.

There was some discussion between Mayor, Council and Mr. Mark Reader.

**2. A. Discussion and possible directions to staff on any and all matters regarding Conditional Use Permit Case No. 2017-0432. A request by Arely Cardenas on behalf of Robert Bruce and Ivonne Jackson, property owners, for a conditional use permit to allow outdoor sales and displays on property located at 588 N. Main Street, San Luis, Arizona. (Jose A. Guzman, Acting Director of Planning and Zoning)**

Mr. Jose A. Guzman, Acting Director of Planning and Zoning, informed that this request is to display electronics and clothes outside Gomart store located at 588 N. Main Street, San Luis, Arizona. He mentioned that this conditional use request was presented to the Planning and Zoning Commission on July 11, 2017, and they recommended denial of the request. However, the item was continued to the meeting scheduled for August 2017, this will give the applicant to explore more options and address staff concerns. This item was presented again to the commission on August 8, 2017, with new comments from the Fire Department and a new site plan, but the recommendation from staff was to deny the request as it does not meet the criteria for approval.

Mayor Gerardo Sanchez stated that staff worked very hard to create a good image of the Downtown area and it only takes one business to start the problem again and a temporary permit tends to become a permanent permit. He mentioned that the City of Yuma and City of Somerton do not allow this type of permits.

Council Member Mario Buchanan Jr. and Vice-Mayor Maria Cecilia Ramos agreed with Mayor Gerardo Sanchez.

Mr. Hank Green, Fire Chief, stated that the San Luis Fire Department (SLFD) does not support this request as merchandise staged in front of the store tend to lead to block egress routes and pedestrian congestions, this will make it difficult for the SLFD to respond to an emergency that may occur in the premises.

Ms. Kay Marion Macuil, City Attorney, informed for the record that the applicant is not present during this meeting.

**2. B. Discussion and possible directions to staff on any and all matters regarding the authority to contract for services to validate, codify, develop and provide ongoing consultation and training for the City of San Luis, San Luis Fire Department, base hospital and State of Arizona's policies, department guidelines, procedures, and protocols. (Hank Green, Fire Chief)**

Mr. Hank Green, Fire Chief, informed that this contract with LEXIPOL will codify the San Luis Fire Department guidelines and will ensure compliance and compatibility with the City of San Luis policies and procedures, base hospital protocols, Arizona Regulations and best practices of the Fire Service. This organization will provide policies and training that will be delivered through a unique web-based development system. He stated that there are two (2) different contracts, one (1) for the initial review and set up of the guidelines and one (1) for the ongoing validation of guidelines and continuous training and record keeping. He informed that the total cost is approximately \$13,861.00.

**3. DISCUSSION ITEMS:**

**3. A. Discussion and possible directions to staff on any and all matters regarding the new monthly Street Sweeper Schedule for the Department of Public Works, Highway Users Division. (Manuel Rojas, Assistant Director of Public Works)**

Mr. Manuel Rojas, Assistant Director of Public Works, informed that staff had developed a new monthly street sweeper schedule with the new sweeper, new staff, and new

Global Positioning System. He added that Public Works and Fleet Services staff attended a training in Alabama as recommended by the manufacturer. He mentioned that with consistency and adequate training the city would improve operations. Mr. Rojas added that with the collaboration of staff the residents will receive better service. He mentioned that he has been working with Mr. Isaac Gutierrez, GIS Planner, in an interactive schedule being developed.

Mr. Isaac Gutierrez, GIS Planner, made a presentation which included the web application that will be utilized. He informed the in the upcoming months the website will be expanded to incorporate the holiday schedule, community clean-up and other schedules vital to the Public Works operations. This application will work on any electronic device.

Mr. Rojas informed that as part of the outreach, staff will post the schedule in social media, will create flyers and will post on the city's website. He added that the holiday schedule will also be included and will post the schedules on the solid waste trucks.

Council Member Africa Luna-Carrasco asked what it will take to have the sweepers go out to a subdivision twice a month.

Mr. Rojas replied that the department will need additional manpower and additional equipment to be able to go twice a month.

Mayor Gerardo Sanchez thanked the Public Works Department for working on this very much needed schedule.

**3. B. Discussion and possible directions to staff on any and all matters regarding the implementation of the new Interactive Voice Response (IVR) system from XpressBillPay. (Jorge Perez, Billing & Collections Manager)**

Mr. Jorge Perez, Billing & Collections Manager, informed that this system was presented to Mayor and Council during the budget retreat. He stated that the implementation of this system intends to provide customer with an alternate option to pay the utility bill. He informed that the interactive voice response system will provide a faster and convenient way for customers to pay their bills 24/7 and also will have the options to pay their bill with a live operator. He added that this will also help staff with the daily operations and also will help improve customer service for walk-in customers. The total cost for the implementation of the program will be \$10,800.00.

#### 4. **ADJOURNMENT**

**MOTION:** Council Member Matias Rosales/Council Member Ruben Walshe to adjourn the meeting at approximately 7:38 p.m. Motion passed unanimously.