

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
October 28, 2017
9:00 a.m.

1. CALL TO ORDER/ROLL CALL: Mayor Gerardo Sanchez called the Work Session to order at approximately 9:13 a.m.

PRESENT: Mayor Gerardo Sanchez
Vice-Mayor Maria Cecilia Ramos
Council Member Gloria Torres
Council Member Matias Rosales
Council Member Africa Luna Carrasco

ABSENT: Council Member Mario Buchanan Jr.
Council Member Ruben Walshe

OTHERS PRESENT: Tadeo A. De La Hoya, City Manager
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Angel Ramirez, Assistant Fire Chief
Aracely de la Hoya, Senior Services Manager
Carlos Cortes, Assistant Director of Finance
Derek Dueñas, IT Manager
Eulogio Vera, Director of Public Works
Francia Alonso, Administrative Coordinator
Hank Green, Fire Chief
Jenny Torres, Economic Development Manager
Jorge Perez, Billing & Collections Manager
Jose Guzman, Acting Director of Planning & Zoning
Jesus Meza, Assistant Director of Parks & Recreation
Kristin McManus, Municipal Judge
Manuel Rojas, Assistant Director of Public Works
Miguel Ramirez, Finance Department
Richard Jessup, Acting Chief of Police
Roula Encinas, Finance Department
Cesar Neyoy, Bajo El Sol Reporter
Lucy Lopez, San Luis AZ News Reporter

2. ITEM FOR DISCUSSION ONLY:

2. A. Discussion, review and possible directions to staff on any and all matters regarding the City of San Luis Capital Improvement Projects for Fiscal Years 2017 through 2023. (City Council and City Staff)

Mr. Tadeo A. De La Hoya, City Manager, informed that at the beginning of the year 2017 Council had its first Capital Improvement Project (CIP) meeting. He mentioned that staff is working on doing a 5-year CIP Plan which is usually for ten (10) years. He mentioned that staff had identified possible CIP projects, and they have prioritized the projects, but Council can make changes during this meeting before adopting the final CIP Plan. This plan will be tie to the annual budget, but each project will have allocations within the different years, throughout the five (5) years.

Mayor Gerardo Sanchez asked if a report will be given in regards to the funds available for the possible CIP's.

Mr. De La Hoya replied that unfortunately there is no report available during this meeting.

Mayor Gerardo Sanchez stated that every time that there is a discussion on CIP's to please include a budget status report.

The CIP's were presented as follows:

Court

Ms. Kristin McManus, Municipal Judge, informed that her department would like to complete one (1) project, which will be a new courthouse, the total project cost will be \$4,500,000.00. The current building is a retrofitted building; it was not made to be a courthouse. As the city is growing, there will be a tremendous need for an additional courtroom. She informed that her report is only an estimate of the project and to obtain an accurate number the city will have to spend funds. A copy of the CIP spreadsheet is included in the complete agenda packet file in the Office of the City Clerk.

Economic Development

Ms. Jenny Torres, Economic Development Manager, presented her CIP and gave a brief summary for each project. The following are the projects, costs and the fiscal year projection for start and completion of the projects. A copy of the CIP's spreadsheet is included in the complete agenda packet on file in the Office of the City Clerk.

Project Name	Estimated Cost	Fiscal Year(s)
Price Center Building	\$2,176,935.00	Fiscal Year 2018-2019 through Fiscal Year 2022-2023
Incentive Policy	\$1,000,000.00	Fiscal Year 2018-2019 through Fiscal Year 2022-2023
Redevelopment, branding and Marketing Action Plan	\$395,000.00	Fiscal Year 2018-2019 through Fiscal Year 2022-2023
International Plaza I Improvements	\$490,000.00	Fiscal Year 2018-2019
Business Incubator Improvements	\$250,000.00	Fiscal Year 2018-2019 through Fiscal Year 2022-2023
Downtown Parking Lot Master Plan	\$1,954,000.00	Fiscal Year 2018-2019 through Fiscal Year 2022-2023
Downtown San Luis-Parking Lots and Parks Projects	\$4,474.00.00	

Fire Department

Mr. Hank Green, Fire Chief, presented his CIP's and gave a summary of each project. The following are the projects, costs and the fiscal year projection for start and completion of the projects. A copy of the CIP's spreadsheet is included in the complete agenda packet on file in the Office of the City Clerk.

Project Name	Estimated Cost	Fiscal Year(s)
Replacement of obsolete portable radios for San Luis Fire and Police Departments	\$350,000.00	Fiscal Year 2019 through Fiscal Year 2025
Traffic Pre-Emption System: Opticom Traffic Control Systems	\$64,500.00	Fiscal Year 2018-2019 through Fiscal Year 2020-2021
Temporary Fire Station #2	\$200,000.00	Fiscal Year 2018-2019 through Fiscal Year 2019-2020
Replacement program for replacing or remounting Fire Department Ambulances	\$225,000.00	Fiscal Year 2018-2019; Fiscal Year 2019-20120; and Fiscal Year 2022-2023
Fire Station #2, Classroom and East Side Government Complex	\$2,700,000.00	Fiscal Year 2019-2020 through Fiscal Year 2020-2021
Purchase of land for construction of Fire Department/Public Safety Training Facilities	\$5,105,460.00	Fiscal Year 2018-2019; Fiscal Year 2021-2022 through Fiscal Year 2023-2024

Information Technology

Mr. Derek Dueñas, IT Manager, presented his CIP's and gave a summary of each project. The following are the projects, costs and the fiscal year projection for start and completion of the projects. A copy of the CIP's spreadsheet is included on the complete agenda packet in file in the Office of the City Clerk.

Project Name	Estimated Cost	Fiscal Year(s)
Phone System Replacement	\$150,000.00	Fiscal Year 2019-2020
Network Equipment Replacement/Upgrade	\$200,000.00	Fiscal Year 2020-2021 through Fiscal Year 2021-2022

Parks and Recreation

Mr. Jesus Meza, Assistant Director of Parks and Recreation, presented his CIP's and gave a summary of each project. The following are the projects, costs and the fiscal year projection for start and completion of the projects. A copy of the CIP's spreadsheet is included in the complete agenda packet on file in the Office of the City Clerk.

Project Name	Estimated Cost	Fiscal Year(s)
Scoreboard (F1 Ballfield)	\$30,000.00	Fiscal Year 2018-2019
Retention Area (Block Fencing)	\$60,000.00	Fiscal Year 2018-2019 through Fiscal Year 2020-2021
Joe Orduño Remodel Project	\$40,000.00	Fiscal Year 2018-2019 through Fiscal Year 2019-2020
Senior Activity Center Expansion	\$350,000.00	Fiscal Year 2019-2020
Joe Orduño Park Entrance Sign	\$20,000.00	Fiscal Year 2018-2019
Master Plan for Parks and Pathway	\$60,000.00	Fiscal Year 2018-2019
9B Pathway Lighting	\$60,000.00	Fiscal Year 2018-2019 through Fiscal Year 2020-2021
Water Feature and Pond Project (PPEP Park)	\$240,000.00	Fiscal Year 2018-2019
Park Lights (7 th Avenue and San Luis Lane)	\$200,000.00	Fiscal Year 2020-2021
Youth Center Addition (Multi-Purpose Room)	\$500,000.00	FY 2020-2021
Veterans Park	\$150,000.00	Fiscal Year 2019-2020
New East Park Area (next to gas stations)	\$1.5 million	Fiscal Year 2019-2020
New West Park Area (next to post office)	\$286,000.00	Fiscal Year 2019-2020

Pedestrian Bridge	\$600,000.00	Fiscal Year 2022-2023
Shade Structures	\$20,000.00	Fiscal Year 2018-2019 through Fiscal Year 2022-2023
Cultural Center Expansion Project	\$315,000.00	Fiscal Year 2018-2019

Police Department

Mr. Richard Jessup, Acting Chief of Police, presented his CIP's and gave a summary of each project. The following are the projects, costs and the fiscal year projection for start and completion of the projects. A copy of the CIP's spreadsheet is included in the complete agenda packet on file in the Office of the City Clerk.

Project Name	Estimated Cost	Fiscal Year(s)
Replacement of obsolete portable radios for Police and Fire Departments	\$182,000.00	Fiscal Year 2018-2019 through Fiscal Year 2024-2025
Joint venture with Fire Department for shooting range and substation development	\$500,000.00	Fiscal Year 2020-2021 through Fiscal Year 2021-2022
Patrol Vehicle purchase	\$47,850.00	Fiscal Year 2018-2019
Animal Control Vehicle	\$49,460.00	Fiscal Year 2018-2019
Mobile Data Computers for Patrol	\$25,000.00	Fiscal Year 2018-2019
911 Recording software purchase	\$15,000.00	Fiscal Year 2018-2019
Evidence Room Upgrades	\$10,000.00	Fiscal Year 2019-2020
Police and Fire Departments perimeter security enhancements	\$750,000.00	Fiscal Year 2019-2020 through Fiscal Year 2020-2021

Public Works Department

Mr. Eulogio Vera, Director of Public Works, presented his CIP's and gave a summary of each project. The following are the projects, costs and the fiscal year projection for start and completion of the projects. A copy of the CIP's spreadsheet is included in the complete agenda packet on file in the Office of the City Clerk.

HURF Division

Project Name	Estimated Cost	Fiscal Year(s)
10 th Avenue Widening Project-between County 22 nd and Juan Sanchez Blvd.	\$500,000.00	Fiscal Year 2018-2019
10 th Avenue and Juan Sanchez Blvd. Intersection Expansion and Traffic Signal	\$450,000.00	Fiscal Year 2018-2019
4 th Street and County 22 nd Street Intersection Expansion and Traffic Signal	\$400,000.00	Fiscal Year 2018-2019
Sidewinder Road and County 22 nd Street Intersection Widening	\$110,000.00	Fiscal Year 2018-2019
Merrill Avenue Reconstruction Project between Los Oros Street and County 22 nd Street	\$350,000.00	Fiscal Year 2019-2020
4 th Street Widening Project between Juan Sanchez Blvd. and County 22 nd Street	\$600,000.00	Fiscal Year 2020-2021
County 24 th Street Pavement Project between 10 th Avenue and Avenue F ½	\$700,000.00	Fiscal Year 2020-2021
County 22 nd Street between Sidewinder Road and Main Street Widening Project	\$1,000,000.00	Fiscal Year 2021-2022
Port of Entry I Exit Reconstruction	\$500,000.00	Fiscal Year 2021-2022

Solid Waste Division

Project Name	Estimated Cost	Fiscal Year(s)
New Solid Waste Truck	\$300,000.00	Fiscal Year 2018-2019
Retrofit Ex-Truck with rear loader	\$120,000.00	Fiscal Year 2018-2019

Water Division

Project Name	Estimated Cost	Fiscal Year(s)
Water Storage Tank Rehabilitation Project	\$475,000.00	Fiscal Year 2018-2019 and Fiscal Year 2020-2021
Well Site #6 – VFD Project	\$400,000.00	Fiscal Year 2018-2019 and Fiscal Year 2019-2020
SCADA System Project	\$500,000.00	Fiscal Year 2019-2020

Water Division continues

Project Name	Estimated Cost	Fiscal Year(s)
East San Luis-New Water Main Loop Project	\$450,000.00	Fiscal Year 2019-2020
Abandon Wellsite #1 & #2	\$50,000.00	Fiscal Year 2019-2020
Public Works Yard Well and Treatment Project	\$2,000,000.00	Fiscal Year 2018-2019 through Fiscal Year 2021-2022

Waste Water Division

Project Name	Estimated Cost	Fiscal Year(s)
Lift Station 300-Submersible Pump Replacement Project	\$55,000.00	Fiscal Year 2018-2019
Odor Control Mitigation Project	\$325,000.00	Fiscal Year 2018-2019 through Fiscal Year 2020-2021
Manhole Rehabilitation Project	\$600,000.00	Fiscal Year 2018-2019 through Fiscal Year 2022-2023
West Wastewater Treatment Plant-Building Expansion	\$160,000.00	Fiscal Year 2018-2019
New Sewer Vacuum Truck	\$400,000.00	Fiscal Year 2018-2019
SCADA System Project	\$500,000.00	Fiscal Year 2019-2020
West Wastewater Treatment Plant Rehabilitation Project	\$1,500,000.00	Fiscal Year 2019-2020 through Fiscal Year 2022-2023

Fleet Services Division

Project Name	Estimated Cost	Fiscal Year(s)
New Fleet Building-Phase 1	\$900,000.00	Fiscal Year 2018-2019
New Fleet Building-Phase 2	\$900,000.00	Fiscal Year 2019-2020

Mr. Tadeo A. De La Hoya, City Manager, stated this project would help evaluate potential future projects. He mentioned that with the current re-financing of the bonds and the city saving approximately \$5 million, would help to stabilize and consolidate debt. This project will help preserve the structure for future needs, and public funds will be utilized efficiently and proactively. He mentioned that this project is just a draft as staff still needs to review funding and revenue sources. This will be a 5-year plan that will re-arrange the priorities if Council directs staff to move forward. Furthermore, he stated that this would help review the impact fees and rates. He informed that the total for this plan is \$36 million with the breakdown as follows:

SOURCE	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	TOTAL CIP
Assessments	60,000.00	60,000.00	60,000.00	220,000.00	20,000.00	420,000.00
CDBG	0.00	400,000.00	0.00	0.00	0.00	400,000.00
ENT Fund	120,000.00	1,420,000.00	2,695,000.00	1,170,000.00	995,000.00	6,400,000.00
GEN Fund	2,367,050.00	12,360,850.00	2,339,000.00	3,962,000.00	2,092,000.00	23,120,900.00
Grants	0.00	0.00	0.00	0.00	0.00	0.00
HURF	0.00	1,460,000.00	350,000.00	1,300,000.00	1,500,000.00	4,610,000.00
Impact Fees	440,000.00	605,000.00	50,000.00	0.00	0.00	1,095,000.00
IMP District	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXP	\$2,987,050.00	\$16,305,850.00	\$5,494,000.00	\$6,652,000.00	\$4,607,000.00	\$36,045,900.00

Mr. De La Hoya informed that staff did a preliminary assessment for the City of San Luis in which the city might be able to save approximately \$7 million. He mentioned that in the presentations done during this meeting there was one department that was not included and that a presentation will be done during this meeting.

Mr. Jorge Perez, Billing and Collections Manager, made a power point presentation a copy of this presentation is filed with the complete agenda packet in the Office of the City Clerk.

Mayor Gerardo Sanchez thanked City Manager and staff for their presentations. He asked staff to work together to keep up the good work.

3. ADJOURNMENT

MOTION: Council Member Africa Luna-Carrasco/Council Member Gloria Torres to adjourn the meeting at approximately 12:35 p.m. Motion passed unanimously.