

**MINUTES**  
**Regular Council Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**November 8, 2017**  
**7:00 p.m.**

**1. CALL TO ORDER/ROLL CALL:** Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:00 p.m.

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

**OTHERS PRESENT:** Tadeo De La Hoya, City Manager  
Melissa Lopez, Deputy City Clerk  
Andrea Ruiz, Municipal Court  
Carlos Cortes, Assistant Director of Finance  
Derek Dueñas, I.T. Manager  
Enrique Partida, Recreation Coordinator  
Estella Diaz, Custodian  
Eulogio Vera, Director of Public Works  
Francia Alonso, Administrative Coordinator  
Hank Green, Fire Chief  
Jenny Torres, Economic Development Manager  
Jorge Mungaray, I.T. Technician  
Jorge Perez, Billing & Collections Manager  
Jose Guzman, Acting Director of Planning & Zoning  
Jesus Meza, Assistant Director of Parks & Recreation  
Kay Macuil, City Attorney  
Kristin McManus, Municipal Court Judge  
Lizandro Galaviz, Director of Parks & Recreation  
Marco Santana, Police Department  
Nigel Reynoso, Police Department  
Olivia Jenkins, Director of Human Resources  
Richard Jessup, Acting Chief of Police

Ric Bauermann, Fire Department  
Yolanda Dueñas, Facilities Supervisor  
Cesar Neyoy, Reporter  
Eduardo Garcia, Factor Sales  
Francisca Guzman, Translator  
Lee Maness, Visitor  
Lucy Lopez, Reporter  
Maria Robles, Resident

## **2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Council Member Mario Buchanan Jr.

## **3. INVOCATION**

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

## **4. PRESENTATIONS**

### **4. A. Introduction of the 2017 City of San Luis new hires for the third quarter from July through September 2017. (Olivia Jenkins, Director of Human Resources)**

Ms. Olivia Jenkins, Director of Human Resources, presented the new hires for the third quarter.

Mayor Gerardo Sanchez welcomed the new employees to the team.

### **4. B. Presentation of retirement plaque to Ms. Keti St. Louis for her 10 years of service to the City of San Luis. (Olivia Jenkins, Director of Human Resources and Tadeo A. De La Hoya, City Manager)**

Ms. Olivia Jenkins, Director of Human Resources, presented the retirement plaque to Ms. Keti St. Louis for her 10 years of service to the City adding that Ms. St. Louis declined to receive the award as she did not have time to stop by.

Mayor Gerardo Sanchez read the inscription on the plaque for the members of the public and stated that Ms. St. Louis has been a key part of the city investments and is one of the reasons why the city is where it is today. He added that City Council will forever be grateful for what she has done. Mayor Gerardo Sanchez requested the plaque to be sent out certified to ensure she receives it.

## **5. CONSENT AGENDA**

### **5. A. MINUTES OF**

- Work Session held July 19, 2017
- Special Council meeting held July 25, 2017

### **5. B. DISBURSEMENTS FROM OCTOBER 16, 2017 THROUGH OCTOBER 29, 2017**

Total Disbursements \$750,610.42

(Seven Hundred Fifty Thousand, Six Hundred Ten Dollars and Forty-Two Cents)

**5. C. Discussion and possible action on any and all matters regarding the contract for the Court Interpreter for the San Luis Municipal Court. (Kristin McManus, Municipal Court Judge)**

**5. D. Discussion and possible action on any and all matters regarding approval of a contract for the ComicCon event in San Luis, Arizona for Fiscal Year 2017-2018. (Tadeo A. De La Hoya, City Manager)**

**5. E. Discussion and possible action on any and all matters regarding payment of the judgement in the tax case of APS versus the City of San Luis and authorizing the use of City Council Contingency Budget. (Kay Marion Macuil, City Attorney)**

**5. F. Discussion and possible action on any and all matters regarding the purchase agreement for portable radios for the City of San Luis Fire and Police Departments. (Hank Green, Fire Chief and Richard Jessup, Acting Chief of Police)**

**5. G. Discussion and possible action on any and all matters regarding the NEOGOV Software, License Subscription, Maintenance, and GovernmentJobs.com contract renewal. (Olivia Jenkins, Director of Human Resources)**

**5. H. Discussion and possible action on any and all matters regarding formal approval and ratification of the City of San Luis Salary Schedule for certain positions starting pay rate and skills pay for Fiscal Year 2014-2015 and 2016-2017. (Olivia Jenkins, Director of Human Resources)**

**5. I. Discussion and possible action on any and all matters regarding Resolution No. 2012. A resolution of the Mayor and City Council of the City of San Luis,**

**Arizona amending the Personnel Policies Sections HR-4-01 and HR-4-05 on sick leave benefits. (Olivia Jenkins, Director of Human Resources)**

**5. J. Discussion and possible action on any and all matters regarding Resolution No. 2014. A resolution of the Mayor and City Council of the City of San Luis, Arizona, declaring as a public record that certain document filed with the City Clerk and titled “2012-2014 Amendments and the 2016 Amendment of Local Option V (Tier Tax) to the City of San Luis Tax Code.” (Kay Marion Macuil, City Attorney)**

Ms. Kay Macuil, City Attorney, commented that the agreement for item 5. F. has been updated to reflect the agreement with the City of San Luis and not the City of Yuma.

**MOTION:** Council Member Matias Rosales/Council Member Mario Buchanan Jr. to approve the Consent Agenda with the changes mentioned by legal regarding the contract with Motorola changing the name from Yuma to San Luis. Motion passed unanimously.

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

**6. A. Discussion and possible action on any all matters regarding the proposed agreement with Portable Practical Education Preparation, Inc. (PPEP) for Fiscal Year 2017-2018. (Tadeo A. De La Hoya, City Manager)**

Mr. Tadeo A. De La Hoya, City Manager, stated that this agreement was presented to Mayor and City Council during a work session. Mr. De La Hoya stated that the agreement was not part of the Consent Agenda as it needed a motion to approve and ratify the agreement. He assured Mayor and Council that the agreement is the same one that was presented during the work session.

Vice Mayor Maria Cecilia Ramos commented that Council Member Ruben Walshe and she attended the PPEP Graduation and stated that all the graduates will be continuing their education at Arizona Western College. She added that they also broke last year's record on cans donations for the Yuma Community Food Bank.

Council Member Ruben Walshe added that the graduating class completed more than 9,000 hours in community service.

Mayor Gerardo Sanchez congratulated the PPEP graduates and thanked them for the time dedicated to the city. Mayor Gerardo Sanchez also thanked City Council for continuing to support PPEP.

**MOTION:** Council Member Gloria Torres/Vice Mayor Maria Cecilia Ramos to approve and ratify the contract with PPEP, Inc. for the Fiscal Year 2017-2018 in the amount of \$26,000.00. Motion passed unanimously.

**6. B. Public hearing followed by discussion and possible action on any and all matters regarding recommendation on the Agent Change, Acquisition of Control and/or Restructure application submitted to the Arizona Department of Liquor Licenses and Control by Michael Joseph Basha on behalf of Food City #127, located at 576 S. Main Street, San Luis, Arizona. (Sonia Cornelio, City Clerk)**

**A. Open public hearing**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Africa Luna-Carrasco to open public hearing. Motion passed unanimously.

**1. Presentation by Staff and/or Applicant**

Ms. Melissa Lopez, Deputy City Clerk, stated that the application for the Agent Change, Acquisition of Control and/or Restructure from the Arizona Department of Liquor Licenses and control was received by the Office of the City Clerk and was posted at the site for 20 days. Ms. Lopez added that staff recommends approval of the application as no comments against or in favor of the application were received.

**2. Call to the Public on this item**

Mayor Gerardo Sanchez asked if this was done previously.

Ms. Lopez replied that it was the second time they did an agent change.

There were no further comments

**B. Close public hearing**

**MOTION:** Council Member Matias Rosales/Council Member Africa Luna-Carrasco to close public hearing. Motion passed unanimously.

**C. Action on the recommendation of the Agent Change, Acquisition of Control, and/or Restructure application to the Arizona Department of Liquor Licenses and Control.**

**MOTION:** Council Member Gloria Torres/Council Member Mario Buchannan Jr. to recommend approval of the application as presented to the Arizona Department of Liquor Licenses and Control. Motion passed with six (6) ayes and one (1) nay from Vice Mayor Maria Cecilia Ramos.

**6. C. Discussion and possible action on any and all matters regarding First Reading of Ordinance No. 370. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, enacting and adopting the Third Supplement to the Code of Ordinances for the City of San Luis, Arizona; providing for penalties; repealing any conflicting provisions, providing for severability. (Sonia Cornelio, City Clerk)**

Ms. Kay Macuil, City Attorney, stated that the supplements to the Code of Ordinances was a routine matter and that with every new law that is passed by Mayor and City Council the Code of Ordinances has to be updated. She added that the since 2012 this supplement would be the third.

Mayor Gerardo Sanchez thanked the City Clerk's Office for their hard work.

**MOTION:** Council Member Matias Rosales/Council Member Gloria Torres to approve Ordinance No. 370 by title only. Motion passed unanimously.

Ms. Melissa Lopez, City Clerk, read Ordinance No. 370 by title only.

**6. D. Discussion and possible action on any and all matters regarding First Reading of Ordinance No. 371. An ordinance of the Mayor and City Council of the City of San Luis, Arizona relating to adopting the "2012-2014 Amendments and 2016 Amendment of Local Option V (Tier Tax) to the San Luis Tax Code by reference; establishing effective dates; providing for severability; and providing penalties for violations. (Kay Marion Macuil, City Attorney)**

Ms. Kay Macuil, City Attorney, stated that the State of Arizona centralizes all the Tax Codes on a website within the Arizona Department of Revenue. Ms. Macuil further explained the City Council would be adopting the 2012-2014 amendments as that is what is done with the state and the 2016 Tier Tax would also be adopted into the San Luis Tax Code by reference.

**MOTION:** Council Member Matias Rosales/Council Member Africa Luna-Carrasco to approve the First Reading of Ordinance No. 371 by title only. Motion passed unanimously.

**A. Action on First Reading of Ordinance No. 371 by title only  
(City Clerk reads Ordinance No. 371 by title only)**

Ms. Melissa Lopez, Deputy City Clerk, read Ordinance No. 371 by title only.

**6. E. Discussion and possible action on and all matters regarding Resolution No. 2016. A resolution of the Mayor and City Council of the City of San Luis, Arizona adopting the City of San Luis Roadway Naming and Addressing Policy. (Jose A. Guzman, Acting Director of Planning and Zoning)**

Mr. Jose Guzman, Acting Director of Planning and Zoning, stated that Resolution No. 2016 was presented to Council during a work session adding that the resolution would establish a procedure for naming new streets and renaming existing property.

Mayor Gerardo Sanchez asked for clarification in regards to a policy that stated that the person had to be deceased for twelve (12) years for a street to be renamed for them.

Mr. Guzman stated that Mayor and City Council has the power to override that rule if need be. Mr. Guzman added that if City Council would like to name a street section, the policy would not be applied.

Council Member Gloria Torres stated that there are several houses that don't match the street names, in particular streets like 6<sup>th</sup> Street. Council Member Gloria Torres added that in different cities the house numbers match the street name. She asked if there would be a problem with changing house numbers to match street names.

Mr. Guzman replied that house numbers are based off of the base lines which defines were the North, South, East, and West of the city are to the address. Mr. Guzman added that the base line was set up more than 20 years from the South West corner of the city.

Mayor Gerardo Sanchez commented that the renaming of the streets will be an easier process now and thanked Planning and Zoning for putting together the policy.

**MOTION:** Council Member Matias Rosales/Council Member Mario Buchanan Jr. to approve and adopt Resolution No. 2016. Motion passed unanimously.

**6. F. Public hearing followed by discussion and possible action on any and all matters regarding Text Amendment Case No. 2017-0664 and First Reading of Ordinance No. 372. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the San Luis City Code, Chapter 152 Zoning Regulations Section 152.078(E) – Table No. 3 Development Standards to amend the provisions for side yard setback for R1-6 zoning district; Amending Subsections 152.091(A) and (B)(1) to clarify applicability of design and development standards for single detached residence dwelling lots created prior to March 1, 2016; repealing any conflicting provisions; and providing for severability. (Jose A. Guzman, Acting Director of Planning and Zoning)**

**A. Open public hearing**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Gloria Torres to open public hearing. Motion passed unanimously.

**1. Presentation by staff and/or applicant**

Mr. Jose Guzman, Acting Director of Planning and Zoning stated that this item was presented during the previous work session and further explained that text amendment would be to allow the reduction of side yard setback from seven (7) to five (5) feet.

**2. Call to the public on this item**

Mayor Gerardo Sanchez commented that every year the number of applicants that apply for setback reductions increase because lots were too small and people wanted to build larger homes. Mayor Gerardo Sanchez commented that this would make things a lot easier and stated it is a big positive for the city.

Mr. Guzman added that this would make a difference on the number of variances the city has to process.

Mr. Tadeo De La Hoya, City Manager, stated for the record that the changes would be for the side setback and not front and back.

**B. Close public hearing**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Gloria Torres to close public hearing. Motion passed unanimously.

**C. Action on First Reading of Ordinance No. 372 by title only**

**MOTION:** Council Member Gloria Torres/Council Member Mario Buchanan Jr. to approve the First Reading of Ordinance No. 372 by title only. Motion passed unanimously.

**(City Clerk to read Ordinance by title only)**

Ms. Melissa Lopez, Deputy City Clerk, read Ordinance No. 372 by title only.

## **7. SUMMARY OF CURRENT EVENTS**

Mayor Gerardo Sanchez reported that he and City Council attended the ground breaking for the San Luis Port of Entry I Pedestrian Annex Building on November 7th. Mayor Gerardo Sanchez added that Governor Doug Ducey was present along with Arizona Department of Transportation (ADOT), General Services Administration (GSA), and Mayor Reina from San Luis Rio Colorado were present and added that they covered a huge milestone in regards to south bound traffic and added that they are in the works on getting a solution to the ingress into Mexico. He added that it is a great time for the City of San Luis, adding that there will be a lot of changes in the next five (5) years relating to the Ports of Entry, Economic Development, Planning and Zoning, and Public Works.

Vice Mayor Maria Cecilia Ramos reported that on November 7<sup>th</sup> she attended the Border Liaison Unit Workshop in San Luis Rio Colorado. She added that she was there to show that the City of San Luis supports of the ADOT adding that truck crossing through the City San Luis has increased 8.6%. Vice Mayor Maria Cecilia Ramos included that she too attended the Arizona and Mexico: Leading with Trade Governor's Luncheon on November 8th adding that the collaboration between Arizona/Mexico Commission is growing stronger.

Mayor Gerardo Sanchez thanked Governor Ducey for showing an interest.

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

Ms. Maria Robles, 1195 California Avenue, San Luis, Arizona invited Mayor and City Council to attend and be a part of the Thanksgiving supper in the City of San Luis. Ms. Robles stated that Gethsemani Church would be doing this event for the 17<sup>th</sup> year and being able to gather and assist the families in need. This year their focus will be on the field work.

Mayor Gerardo Sanchez thanked Ms. Robles and Ms. Julie for the invite and stated that it is a good idea to host the event in the area where the field workers' busses park, as it

could be their only hot meal for the day adding that it is a positive impact for the community.

Mr. Eduardo Garcia, 676 North Archibald Avenue, San Luis, Arizona read a letter in which he gave thanking the Mayor, City Council, and City staff for their work for the city.

Council Member Gloria Torres thanked Mr. Garcia for his kind words.

Mr. Pedro Camacho, former City of San Luis employee, presented a request to Mayor and City Council regarding legal matter between the City of San Luis and himself. Mr. Camacho proceeded to hand out copies of the legal document to the Mayor and City Council.

Ms. Kay Macuil, City Attorney, stated that any legal matters relating to the Mayor and City Council are handled through her as she is their representative and attorney. She added that the documents can be handed to her.

Mr. Camacho for the record stated that a copy was made for each member of City Council. Mr. Camacho read the request, stating that a debt amount from the City of San Luis is pending and past due.

Ms. Macuil after reviewing the documents handed by Mr. Camacho stated that the documents cites a case that was dismissed in 2012 adding that there is no money due. She reviewed the file prior to the meeting, as he had notified that he was going to be present and stated that there were settlements made but were refused by Mr. Camacho and the case ended in dismissal. She explained that Mr. Camacho could take it up with the City of San Luis Risk Pool she also added that she will be showing him the documents that the case has been dismissed.

## **9. ADJOURNMENT**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Ruben Walshe to adjourn the Regular Council Meeting at approximately 8:00 p.m. Motion passed unanimously.