

MINUTES
Special Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
July 09, 2018
6:30 p.m.

1. CALL TO ORDER/ROLL CALL: Mayor Gerardo Sanchez called the Special City Council meeting to order at approximately 6:31 p.m.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Maria Cecilia Ramos – Via Telephone
Council Member Mario Buchanan Jr. – Via Telephone
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
Sonia Cornelio, City Clerk
Angelica Cifuentes, Purchasing Coordinator
Aracely De La Hoya, Senior Services Manager
Domingo Sosa, Graphics & Media Specialist
Edgar Carbajal, HR Recruit Coordinator
Elizabeth Bonilla, Administrative Coordinator
Enrique Lopez, Fire Captain
Eulogio Vera, Director of Public Works
Francia Alonso, Acting PIO/Assistant to City Council
Fausto Gonzalez, HR Training & Program Coordinator
Jenny Torres, Economic Development Manager
Jonathan Dumadag, Senior I.T Technician
Jorge Mungaray, I.T Technician
Jorge Perez, Billing and Collections Manager
Jose Guzman, Director of Planning & Zoning
Kay Macuil, City Attorney
Kassandra Ramirez, HR Benefits Coordinator
Lizandro Galaviz, Director of Parks and Recreation
Manuel Rojas, Assistant Director of Public Works
Marco Santana, Police Sergeant
Maria Munoz, HR Technician
Maria Sabori, Risk Property Coordinator
Miguel Magana Ramirez, Accountant I
Monica Castro, Director of Finance
Olivia Jenkins, Human Resources Manager

Richard Jessup, Acting Chief of Police
Rogelio Martinez, Office Assistant
Xochitl Lopez, Administrative Assistant
Javier Vargas, Resident

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Council Member Gloria Torres.

3. Invocation

The invocation was led by Mr. Richard Jessup, Acting Chief of Police.

4. CONSENT AGENDA

4. A. MINUTES OF

-Special Council meeting held July 09, 2018

4. B. DISBURSEMENTS FROM JUNE 16, 2018 THROUGH JUNE 30, 2018

Total Disbursements \$1,144,218.13

(One Million, One Hundred Forty-Four Thousand, Two Hundred Eighteen and Thirteen Cents)

MOTION: Council Member Gloria Torres/Council Member Africa Luna-Carrasco to approve the Consent Agenda as presented. Motion passed unanimously.

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

5. A. Discussion and possible action on any and all matters regarding the Binational Prevention and Emergency Response Plan between the City of San Luis, Arizona and the City of San Luis Rio Colorado, Sonora. (Angel Ramirez, Assistant Fire Chief)

Fire Captain, Mr. Enrique Lopez, on behalf of Mr. Angel Ramirez, discussed the Sister City Binational Plan, a joint contingency plan that addresses preparedness mitigation response and prevention of hazardous materials released in the border area. Fire Captain Lopez explained the plan established policies, responsibilities, and procedures for both cities in case of an emergency but had not been updated since February, 2001. The plan was recently updated and complete by the San Luis Fire Department and is now awaiting approval from Mexico's first responders.

Mayor Gerardo Sanchez commended Fire Captain Lopez for taking charge and updating the binational plan.

MOTION: Council Member Africa Luna-Carrasco/Council Member Ruben Walshe to approve and adopt the revised Binational Prevention and Emergency Response Plan between San Luis, Arizona and San Luis Rio Colorado, Sonora as presented. Motion passed unanimously.

5. B. Discussion and possible action on any and all matters regarding Resolution No. 2051. A resolution of the Mayor and City Council of the City of San Luis, Arizona, approving and adopting a salary plan replacing the salary plan of 2006; superseding any conflicting provisions of existing regulations, policies or procedures; providing for severability; and declaring an emergency. (Olivia Jenkins, Human Resources Manager and Monica Castro, Finance Director)

Mrs. Olivia Jenkins, Human Resources Manager, presented a PowerPoint to summarize the steps Human Resources had taken to get to the recommendations they are making such as formalizing a skills pay ordinance.

Ms. Maria Sabori, Risk Management Coordinator, further explained the survey conducted in 2006 analyzing employee positions, salaries and stated they were behind because it had been 12 years since the study was conducted.

Mrs. Olivia Jenkins, Human Resources Manager, and Ms. Monica Castro, Director of Finance Director, addressed variables that would factor in calculating the new pay grades for employees; they asked for August 4th as a target date to give employees the information.

MOTION: Council Member Matias Rosales/Council Member Mario Buchannan Jr. to approve and adopt resolution No. 2051 and declare an emergency. Motion passed unanimously.

6. SUMMARY OF CURRENT EVENTS

Mayor Gerardo Sanchez, thanked everyone who participated in the successful 4th of July event and commended them on their work.

Mrs. Aracely De La Hoya, Senior Center Manager, described the Center's return from a trip where their travel bus broke down and publicly thanked Council Member Matias Rosales and his family after they aided in their safe return to San Luis, Arizona.

7. CALL TO THE PUBLIC

There was no comment from the public.

8. ADJOURNMENT

MOTION: Council Member Africa Luna-Carrasco/Council Member Ruben Walshe to adjourn the Special City Council meeting at approximately 7:18 pm. Motion passed unanimously.