

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
October 2, 2019
6:30 p.m.

1. **CALL TO ORDER/ROLL CALL:** Mayor Gerardo Sanchez called the Work Session to order at approximately 6:35 p.m.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Maria Cecilia Cruz
Council Member Mario Buchanan Jr.
Council Member Africa Luna-Carrasco - arrived at approximately 6:39 p.m.
Council Member Jose Ponce - arrived at approximately 6:45 p.m.
Council Member Matias Rosales
Council Member Gloria Torres - arrived at approximately 6:45 p.m.

OTHERS PRESENT: Tadeo A. De La Hoya, City Manager
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Angel Ramirez, Fire Chief
Derek Dueñas, Information Technology Manager
Edgardo Carbajal, Recruitment Coordinator
Eulogio Vera, Director of Public Works
Francia Alonso, Assistant to Council/PIO
Jenny Torres, Economic Development Manager
Jorge Mungaray, Information Technology Technician
Jorge Perez, Billing & Collections Manager
Jose A. Guzman, Director of Planning & Zoning
Marco Santana, Lieutenant
Mary French-Jones, Grant Writer
Monica Castro, Director of Finance
Richard Jessup, Police Chief
Diane Umphress, Amberly's Place
Jesse Lopez, PPEP Youthbuild
Maria Gonzalez, Resident
Olivia Jenkins, Resident

2. **ITEMS FOR DISCUSSION ONLY:**

2. A. Discussion and possible directions to staff on any and all matters regarding a contract with James Davey and Associates, Inc. associated with construction administration and inspection services for Rancho Los Oros Improvements. (Mary French-Jones, Grant Writer)

Ms. Mary French-Jones, Grant Writer, informed that this project would consist of removal and replacement of sewer main, connection of eleven (11) existing sewer services, storm drain pipe, stop drain manholes, concrete inlet headwall structures, replace of concrete rolled curb and gutter, sidewalk and driveway entrances in Rancho Los Oros Subdivision. She stated that James Davey and Associates, Inc. designed the improvement for this project.

Mr. Eulogio Vera, Director of Public Works, clarified that this project does not involve the full reconstruction of this subdivision. This project does address all the sewer and drainage issues. He informed that residents would be notified before construction starts, also notification will be given through the city's website.

Mayor Gerardo Sanchez directed staff to proceed with this item.

2. B. Discussion and possible directions to staff on any and all matters regarding the appointment of a City of San Luis resident to serve on the City of San Luis Planning & Zoning Commission. (Jose A. Guzman, Director of Planning & Zoning)

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that currently, there is no set procedure for the recruitment of Planning & Zoning Commission members. He stated that staff had done press releases, newspaper advertisements or recommended random applications received throughout the year. He informed that currently there is one (1) vacancy since July 2019, staff has only received one application, attached to the agenda item. Mr. Guzman asked the Mayor and Council if they would like to move forward with the submitted application or if they would like to recruit for more applications.

Mayor Sanchez asked Mr. Guzman to continue and recruit some more applicants to recruit the best candidate for the Planning & Zoning Commission. He asked Mr. Guzman to proceed with the directions given.

2. C. Discussion and possible directions to staff on any and all matters regarding Order No. 2019-9. An Order of the Mayor and City Council of the City of San Luis, Arizona to authorize the City of San Luis Police Department to receive funding for the Impaired Driver/DUI Alcohol Enforcement and materials and supplies and STEP/Selective Traffic Enforcement Projects by approving Highway Safety Contracts 2020-AL-029 & 2020-PTS-054 between the City of San Luis, Arizona through the San Luis Police Department and the Governor's Office of Highway Safety. (Richard Jessup, Chief of Police)

Mr. Richard Jessup, Chief of Police, informed that the San Luis Police Department had received this grants in the past, this year the department has been awarded \$15,000.00 for the Impaired Driver/DUI Alcohol Enforcement and \$22,000.00 for the STEP/Selective Traffic Enforcement Project for a grant total of \$37,000.00.

Mayor Gerardo Sanchez thanked Chief Jessup and staff for the tremendous job they have done and making a difference. He directed Chief Jessup to proceed with this item.

2. D. Discussion and possible directions to staff on any and all matters regarding the authorization to purchase a new Ford F-150 XL Truck for the Parks Department. (Lizandro Galaviz, Director of Parks & Recreation)

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that this vehicle will be an addition to the current fleet. The reason for asking for a full size truck is that staff have to pull trailers with equipment to different park areas within the city. He stated that staff is asking to waive formal purchasing procedures and authorize the purchase from Bill Alexander Ford Lincoln as they are a local business who can provide this vehicle at the lowest price and has a state contract.

Mayor Gerardo Sanchez directed Mr. Galaviz to proceed with this item.

2. E. Discussion and possible directions to staff on any and all matters regarding the purchase of a new Dodge Power Wagon. (Angel Ramirez, Fire Chief)

Mr. Angel Ramirez, Fire Chief, informed that the purchase of this vehicle was discussed during the budget retreat and it was approved in the capital outlay budget. This vehicle will help improve response time throughout the city. Also, this truck will be utilized as a rescue truck and will have the capability to respond with United States Border Patrol to any incident in the desert area since it will be a 4 x 4 vehicle. He informed that three quotes were obtained from which Bill Luke Chrysler/Jeep & Dodge was the lowest in the amount of \$45,516.50. He stated that the department was approved with a budget of \$57,140.00 for the purchase of this item. He mentioned that if the item is approved staff will be able to purchase equipment lights and any other necessary equipment since the vehicle is much less than what was anticipated.

Mayor Gerardo Sanchez directed Mr. Ramirez to proceed with this item.

2. F. Discussion and possible directions to staff on any and all matters regarding the update of the City of San Luis Emergency Operations Plan. (Angel Ramirez, Fire Chief)

Mr. Angel Ramirez, Fire Chief, informed that this plan has been in works for quite some time and it will replace the existing City of San Luis Emergency Operations Plan which was approved in May 2006 and has not been updated since. He stated that it is vital that an Emergency Operations Plan is prepared to the specific hazards or needs that may present unique problems or potential risks to people or property. Chief Ramirez informed that with the assistance of Enrique Lopez, Assistant Fire Chief, the plan has been updated with the help of the City Manager and Department Heads. This plan was also sent to Tony Badilla, Emergency Management in Yuma County for his review.

Mayor Gerardo Sanchez directed Mr. Ramirez to proceed with this item.

2. G. Discussion and possible directions to staff on any and all matters regarding the agreement with Greater Yuma Economic Development Corporation for Fiscal Year 2019-2020. (Tadeo A. De La Hoya, City Manager and Jenny Torres, Economic Development Manager)

Ms. Franica Alonso, Assistant to Council/PIO, informed that the total contract with Greater Yuma Economic Development Corporation for this fiscal year is in the amount of \$51,254.00 same contract terms as previous years.

Mayor Gerardo Sanchez directed Ms. Alonso to proceed with this item.

2. H. Discussion and possible directions to staff on any and all matters regarding the contribution to the Greater Yuma Port Authority, Inc. for Fiscal Year 2019-2020. (Tadeo A. De La Hoya, City Manager and Francia Alonso, Assistant to Council/PIO)

Ms. Franica Alonso, Assistant to Council/PIO, informed that the contribution total amount for fiscal year 2019-2020 is \$50,000.00 same amount as previous years.

Council Member Matias Rosales informed that Greater Yuma Port Authority is sold out in the developed lots and staff is already working on phase 2 of this project.

Mayor Gerardo Sanchez directed Ms. Alonso to proceed with this item.

2. I. Discussion and possible directions to staff on any and all matters regarding the contract with Yuma Community Food Bank for Fiscal Year 2019-2020. (Tadeo A. De La Hoya, City Manager and Francia Alonso, Assistant to Council/PIO)

Ms. Francia Alonso, Assistant to Council/PIO, informed that this fiscal year the Yuma Community Food Bank is requesting \$25,000.00 to provide food to low-income families in San Luis and an additional \$5,000.00 for the Snack Pack Program at the Youth Center, for a total of \$30,000.00.

Mayor Gerardo Sanchez stated that San Luis is the only entity that contributes to the Yuma Community Food Bank; he thanked this organization for the great work they do in the community. He asked Ms. Alonso to proceed with this item.

2. J. Discussion and possible directions to staff on any and all matters regarding approval of a contract with Yuma County Arts and Cultural Group for the 2020 Annual Blazing Desert ComicCon event in San Luis, Arizona for Fiscal Year 2019-2020. (Tadeo A. De La Hoya, City Manager and Francia Alonso, Assistant to Council/PIO)

Ms. Francia Alonso, Assistant to Council/PIO, informed that the budgeted amount this fiscal year 2019-2020 if for a total of \$5,000.00 an increase of \$2,000.00 for the previous years.

Mr. Lizandro Galaviz, Director of Parks & Recreation, stated that this event brings people from outside of San Luis, this event is very unique in nature. He informed that his staff is working with Mr. Antonio Carrillo to put a successful event.

Mayor Gerardo Sanchez mentioned that the turnout on this event is been great, for this reason he asked Ms. Alonso to proceed with this item.

2. K. Discussion and possible directions to staff on any and all matters regarding the agreement with the Humane Society of Yuma for Fiscal Year 2019-2020. (Tadeo A. De La Hoya, City Manager and Francia Alonso, Assistant to Council/PIO)

Ms. Francia Alonso, Assistant to Council/PIO, informed that this fiscal year 2019-2020 a total of \$50,000.00 for services to continue until the end of this fiscal year.

Mayor Gerardo Sanchez asked if the fee includes cat services, if so, how many cats a year are accepted.

Mr. Tadeo A. De La Hoya, City Manager, replied that cat services are included, if they are taken into their office.

Mr. Richard Jessup, Chief of Police, replied that the Humane Society processes in a yearly basis approximately 2,500 cats a year.

Mayor Gerardo Sanchez directed Ms. Alonso to proceed with this item.

2. L. Discussion and possible directions to staff on any and all matters regarding the contract with Ramirez Advisors Inter-National, LLC for Fiscal Year 2019-2020. (Tadeo A. De La Hoya, City Manager and Francia Alonso, Assistant to Council/PIO)

Ms. Francia Alonso, Assistant to Council/PIO, informed that staff budgeted \$50,000.00 for services to continue until the end of fiscal year 2019-2020, Ramirez Advisors Inter-National, LLC provides liaison services to the city.

Mayor Gerardo Sanchez stated that Mr. Luis Ramirez has been providing services regarding the San Luis Port I and other issues. He added that this company has been a great resource to the city. He informed that Mr. Ramirez has expressed his interest to come to San Luis and give a presentation about the different projects that he has been working on. He directed Ms. Alonso to proceed with this item.

2. M. Discussion and possible directions to staff on any and all matters regarding the contract with Amberly's Place, Inc. for Fiscal Year 2019-2020. (Tadeo A. De La Hoya, City Manager and Francia Alonso, Assistant to Council/PIO)

Ms. Franica Alonso, Assistant to Council/PIO, informed that the contract with Amberly's Place is the same as previous years, this year they are requesting \$41,808.00 for services to continue until the end of fiscal year 2019-2020.

Mr. Tadeo A. De La Hoya, City Manager, informed that recently staff met with representatives from Amberly's Place to address some issues, and they have agreed on working in conjunction with the San Luis Police Department and the Municipal Court.

Mayor Gerardo Sanchez thanked Amberly's Placed for the great service they provide to San Luis. He directed Ms. Alonso to proceed with this item.

2.N. Discussion and possible directions to staff on any and all matters regarding the contract with Gethsemani Food Ministry for Fiscal Year 2019-2020. (Tadeo A. De La Hoya, City Manager and Francia Alonso, Assistant to Council/PIO)

Ms. Francia Alonso, Assistant to Council/PIO, informed that the city has entered into an agreement with Gethsemani Food Ministry and budgeted \$3,000.00 for fiscal year 2019-2020, these funds is to provide food for families that are going through an economic hardship in San Luis.

Mayor Gerardo Sanchez thanked this organization for making a difference in the community. He directed Ms. Alonso to proceed with this item.

2. O. Discussion and possible directions to staff on any and all matters regarding the proposed agreement with Portable Practical Education Preparation, Inc. (PPEP) for Fiscal Year 2019-2020. (Tadeo A. De La Hoya, City Manager and Francia Alonso, Assistant to Council/PIO)

Ms. Franica Alonso, Assistant to Council/PIO, informed that the amount remains the same as previous years. The budgeted funds for this fiscal year is \$30,000.00.

Mayor Gerardo Sanchez stated that PPEP, Inc. provides excellent services to the community and they have amazing services.

Vice-Mayor Maria Cecilia Cruz thanked Mr. Jesse Lopez from PPEP, Inc., Coordinator for Youthbuild Program and asked what is the percentage of San Luis students currently attending PPEP.

Mr. Lopez replied that currently 99% of students are San Luis residents, there are also students from Somerton. He mentioned that there are plans to add other programs.

Mayor Gerardo Sanchez directed Ms. Alonso to proceed with this item.

3. ADJOURNMENT

MOTION: Council Member Jose Ponce/Council Member Mario Buchanan Jr. to adjourn the meeting at approximately 7:14 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

APPROVED:

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Work Session for the City Council of the City of San Luis, Arizona held on October 2, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk