

**APPROVED** by Council  
Date: June 25, 2019  
Clerk's Office: /s/ Sonia Cornelio

**MINUTES**  
**Work Session**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**June 5, 2019**  
**6:45 p.m.**

**1. CALL TO ORDER/ROLL CALL:** Mayor Gerardo Sanchez called the Work Session to order at approximately 6:33 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

**ABSENT:** Council Member Gloria Torres  
Council Member Jose Ponce

**OTHERS PRESENT:** Tadeo A. De La Hoya, City Manager  
Jose L. Cisneros, Acting City Clerk  
Glenn Gimbut, Assistant City Attorney  
Angel Ramirez, Fire Chief  
Aracely De La Hoya, Senior Services Manager  
Carlos Cortes, Assistant Director of Finance  
Francia Alonso, PIO/Assistant to Council  
Jorge Mungaray, IT Technician  
Jorge Perez, Billing & Collections Manager  
Jose A. Guzman, Director of Planning & Zoning  
Lizandro Galaviz, Director of Parks & Recreation  
Monica Casto, Director of Finance  
Richard Jessup, Chief of Police  
Ric Bauermann, Fire Inspector  
Maria Robles, Resident  
Maria Nuñez, Resident

**2. ITEMS FOR DISCUSSION ONLY**

**2. A. Presentation followed by discussion on any and all matters regarding the San Luis 2040 General Plan Update process. (Martin Scribner, Matrix Design Group, Inc.)**

Mr. Martin Scribner, Matrix Design Group, Inc., made a power point presentation to Mayor and Council. This presentation included the following, What is a General Plan?, Project Information and Project Status. A copy of this presentation is on file with the complete agenda packet filed in the City Clerk's Office.

**2. B. Discussion and possible directions to staff on any and all matters regarding an Intergovernmental Agreement between the City of San Luis and the City of Phoenix to access Transaction Privilege Tax data supplied by the Arizona Department of Revenue. (Monica Castro, Director of Finance)**

Ms. Monica Castro, Director of Finance, informed that this agreement would allow San Luis to use their system to access San Luis's data supplied by the Arizona Department of Revenue. She stated that by having access to this system, it would add value to the city of San Luis. She added that there is a one time set up fee of \$2,000.00. From there on, there is an annual fee of \$375.00 to be payed while the agreement is in place. She mentioned that for next year's budget, three (3) departments will benefit from this system and will share the costs. Those departments are: Finance, Utilities and Economic Development. Ms. Castro asked Mayor and Council to consider this request as this will benefit the city.

**2. C. Discussion and possible directions to staff on any and all matters regarding the approval of Lighting and Retention Basin Assessment Districts Budget for Fiscal Year 2019-2020. (Carlos Cortes, Assistant Director of Finance)**

Mr. Carlos Cortes, Assistant Director of Finance, informed that these districts were formed to provide lighting and retention basin maintenance in the developments. He stated that the County of Yuma requires Council's approval in order to levy the assessments. He added that the amounts are based on the estimated cost the city will incur to provide these services. Mr. Cortes informed that staff have reviewed the cost estimates and found that revenues will be increased by \$40,100.00; this will give a total assessment of \$432,260.00.

**2. D. Discussion and possible directions to staff on any and all matters regarding the purchase of 17 Mobile Data Computers (MDCs) with associated hardware to be purchased using funding approved by an Intergovernmental Agreement under Subrecipient Agreement Number 180436-02, Operation Stonegarden Grant Program Award. (Richard Jessup, Chief of Police)**

Mr. Richard Jessup, Chief of Police, informed that the San Luis Police Department had been awarded \$60,000.00 from Operation Stonegarden Grant Program, to purchase 12 Mobile Data Computers. He stated that staff was able to purchase 17 instead of the 12 because the prices of the computer went down and the grant program approved the purchase of the 17 computers. He informed that these computers would be specifically used to support Operation Stonegarden.

**2. E. Discussion and possible directions to staff on any and all matters regarding a contract with Lantis Productions, Inc., for a fireworks presentation during the 4th of July Celebration. (Lizandro Galaviz, Director of Parks & Recreation)**

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that this contract would authorize staff to contract with Lantis Productions, Inc., for the fireworks presentation during the 4<sup>th</sup> of July Celebration. He added that the contract is still in review by the city attorney, the contract is the same as in previous years.

**2. F. Discussion and possible directions to staff on any and all matters regarding the waiving of formal purchase procedures under City Code-Purchasing Section 36.01(H) for the rental of inflatable slides from Poly's Party Rentals for the 4th of July Celebration. (Lizandro Galaviz, Director of Parks and Recreation)**

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that staff had looked with local vendors for the rentals of inflatable slides, but they do not have the same inventory as Poly's Party Rentals. He stated that for this reason staff has requested the waiving of purchasing procedures as allowed by the San Luis City Code.

**2. G. Discussion and possible directions to staff on any and all matters regarding updates on the San Luis Senior Center and the collaboration with the Western Arizona Council of Governments (WACOG). (Lizandro Galaviz, Parks and Recreation Director and Aracely De La Hoya, Senior Services Manager)**

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that the City of Somerton was overseeing the Senior Center nutrition program; this year they opted not to continue to provide that service. He stated that Western Arizona Council of Government (WACOG) was informed and approached the city about taking over of the program. He added that staff is working with the legal and finance departments on contract details. Mr. Galaviz informed that WACOG has been very supportive and willing to work with the city to provide assistance. He added that WACOG had offered the use of a van for the Senior Center for the use of transportation for senior activities. This vehicle is 2014 with 2,000 miles on it.

Vice Mayor Maria Cecilia Ramos asked if there was a disagreement between the City of Somerton and the City of San Luis on this program and asked if additional employees will be needed to run the program through WACOG.

Mr. Galaviz replied that there was no misunderstanding; this change is due to funding sources and stated that a cook would be needed; this position will need certain certifications.

**2. H. Discussion and possible directions to staff on any and all matters regarding Resolution No. 2076. A resolution of the Mayor and City Council of the City of San Luis, Arizona, creating a Street Lighting Improvement District and declaring its intention to purchase electricity, and maintain poles, luminaries, and underground conduit, together with a charge for the use of lighting facilities, for lighting public streets within an area described as Bienestar Estates 10 Subdivision, San Luis, Arizona. (Jose A. Guzman, Director of Planning & Zoning).**

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that item 2.H. through 2.N. are for Bienestar Estates 10 Subdivision improvement districts. He informed that this subdivision is located in the corner of Avenue F and County 24<sup>th</sup> Street and consists of 40 acres that will be divided into 163 lots. This subdivision is still under review and will be presented to Mayor and Council in a meeting in June. He stated that improvement districts are required by the subdivision regulations. He added that this resolution is to create a Street Lighting Improvement District.

**2. I. Discussion and possible directions to staff on any and all matters regarding Resolution No. 2077. A resolution of the Mayor and City Council of the City of San Luis, Arizona, declaring its intention to provide the Enhanced Municipal Services Improvement District of operating and maintaining certain retention basins within the area described as Bienestar Estates 10 Subdivision, San Luis, Arizona. (Jose A. Guzman, Director of Planning & Zoning)**

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that this resolution is for the Enhanced Municipal Services District to operate and maintain retention basins on Bienestar Estates 10 Subdivision.

**2. J. Discussion and possible directions to staff on any and all matters regarding Resolution No. 2078. A resolution of the Mayor and City Council of the City of San Luis, Arizona declaring its intention to provide the Enhanced Municipal Services of maintaining and repairing certain landscape improvements included within, near and adjacent to the retention and detention basins and parking and parkways and related facilities together with appurtenant structures within the area described as Bienestar Estates 10 Subdivision, San Luis, Arizona. (Jose A. Guzman, Director of Planning & Zoning)**

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that this resolution is for the Enhanced Municipal Services District to maintain and repair landscape area included within, near and adjacent to the retention and detention basins and parking and parkways and related facilities with appurtenant structures on Bienestar Estates 10 Subdivision.

**2. K. Discussion and possible directions to staff on any and all matters regarding Resolution No. 2079. A resolution of the Mayor and City Council of the City of San Luis, Arizona, authorizing and directing the city engineer to order the purchase of electricity and to order the maintenance of poles, luminaries and underground conduit incident to the installation of street lights for lighting public streets within the area described as Bienestar Estates 10 Subdivision, San Luis, Arizona. (Jose A. Guzman, Director of Planning & Zoning)**

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that this resolution is to authorize and direct the city engineer to order the purchase of electricity and to order the maintenance of poles, luminaries and underground conduit incident to the installation of street lights for lighting public streets within the area described as Bienestar Estates 10 Subdivision.

Mr. Glenn Gimbut, Assistant City Attorney, asked what is the difference of Resolution No. 2076 and No. 2079, as both are for street lighting on Bienestar 10.

Mr. Guzman replied that Resolution No. 2076 is to create the improvement district, and Resolution No. 2079 is for the order of services.

**2. L. Discussion and possible directions to staff on any and all matters regarding Resolution No. 2080. A resolution of the Mayor and City Council of the City of San Luis Arizona, authorizing and directing the city engineer to order the operation and maintenance of certain retention basins for the area described as Bienestar 10 Subdivision, San Luis, Arizona. (Jose A. Guzman, Director of Planning & Zoning)**

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that this resolution is for the order of services for the retention basins on Bienestar Estates 10 Subdivision.

**2. M. Discussion and possible directions to staff on any and all matters regarding Resolution No. 2081. A resolution of the Mayor and City Council of the City of San Luis, Arizona, authorizing and ordering the operation, maintenance and repair of certain landscape improvements included within, near and adjacent to the retention and detention basins and parking and parkways and related facilities together with appurtenant structures for the area described as Bienestar Estates 10 Subdivision, San Luis, Arizona. (Jose A. Guzman, Director of Planning & Zoning)**

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that this resolution is for the order of services for landscaping on Bienestar Estates 10 Subdivision.

**2. N. Discussion and possible directions to staff on any and all matters regarding Resolution No. 2082. A resolution of the Mayor and City Council of the City of San Luis, Arizona ordering and declaring the formation of Bienestar Estates 10 Community Facilities District (City of San Luis, Arizona). (Jose A. Guzman, Director of Planning & Zoning)**

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that this resolution order and declare the formation of Bienestar Estates 10 Subdivision Community Facilities District.

Mayor Gerardo Sanchez thanked everyone involved in this project.

**3. ADJOURNMENT**

**MOTION:** Council Member Africa Luna-Carrasco/Council Member Mario Buchanan Jr. to adjourn the meeting at approximately 7:26 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Ramos	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Matias Rosales	Aye



### **Certification of Council Minutes**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Work Session Meeting held on June 5, 2019. I further certify the meeting was duly called and held and that a quorum was present and that City Council approved these minutes at their Special Meeting held on June 25, 2019.

Dated this 17<sup>th</sup> day of July 2019.

/s/ Melissa Lopez, Deputy City Clerk