

**APPROVED** by Council

Date: 4/22/2020

Clerks Office: OC

**MINUTES**  
**Special Council Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**March 18, 2020**  
**6:00 p.m.**

**1. CALL TO ORDER/ROLL CALL:** Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 6:03 p.m.

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

**OTHERS PRESENT:** Tadeo A. De La Hoya, City Manager  
Sonia Cornelio, City Clerk  
Kay Marion Macuil, City Attorney  
Angel Ramirez, Fire Chief  
Angelica Cifuentes, Purchasing Coordinator  
Aracely De La Hoya, Senior Services Manager  
Axel Chayra, IT Technician  
Edgar Carbajal, Acting Director of Human Resources  
Edgar Juarez, Recreation Coordinator  
Enrique Lopez, Assistant Fire Chief  
Enrique Luna, Senior Services Assistant  
Eulogio Vera, Acting Director of Public Works  
Fausto Gonzalez, HR Training Coordinator  
Francia Alonso, Assistant to Council/PIO  
Glenn Gimbut, Assistant City Attorney  
James Einwaechter, Assistant Director of Public Works  
Jenny Torres, Economic Development Manager  
Jonathan Dumadag, IT Technician  
Jorge Perez, Billing & Collections Manager  
Lizandro Galaviz, Director of Parks & Recreation  
Maria Roldan, Assistant Director of Parks & Recreation  
Maria Sabori, Risk Management Manager  
Mary French-Jones, Grants Coordinator  
Monica Castro, Director of Finance  
Richard Jessup, Chief of Police  
Cesar Neyoy, Bajo El Sol Reporter  
Lucy Lopez, San Luis AZ News

## 2. PLEDGE OF ALLEGIANCE

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

## 3. DISCUSSION AND POSSIBLE ACTION ITEM:

### 3. A. EXECUTIVE SESSION

Vote to hold Executive Session pursuant to A.R.S. § 38-431.03(A)(3).

Discussion and possible action to hold an Executive Session pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the city's attorney or attorneys regarding any and all matters to address the Coronavirus Disease 2019 (also known as COVID-19) and the continuation of city services. **(Kay Marion Macuil, City Attorney)**

**MOTION:** Council Member Gloria Torres/Council Member Africa Luna-Carrasco to hold an executive session. 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

## 4. MOTION TO GO BACK INTO SPECIAL SESSION

**MOTION:** Council Member Mario Buchanan Jr./Council Member Africa Luna-Carrasco to go back into special session. 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

## 5. PROCLAMATION

### 5. A. Continued Declaration of Emergency and Amended Order Coronavirus Disease-19. (Mayor Gerardo Sanchez)

Ms. Sonia Cornelio, City Clerk, read the Continued Declaration of Emergency and Amended Order Coronavirus Disease-19 in its entirety.

Mayor Gerardo Sanchez informed that this proclamation would take the city into phase 2 of the emergency measures taken by the city. He stated that each department has been working on a specific plan. In the next couple of days, employees are going to be instructed on how the city will operate from this day on. He mentioned that this is new for everyone, and there is no set plan in writing on how to handle this situation. The critical thing is to keep the community safe, minimize the exposure, and flatten the curve; San Luis is doing its part. He asked the city to stand together and make a difference. Mayor Gerardo Sanchez added that the community needs to be informed and make sure that essential services are guaranteed and provide those services to the residents. He mentioned that each department has established a specific plan on how to work at this point and will proceed in that stage now. He informed that things are changing every 5 minutes. He asked to be proactive and implement these recommendations and mandates now. He reported that as of this date, there are zero cases of the disease, but this could change. He asked staff, department heads, and first responders to be safe and prepare. He stated that the city has limited resources, but they have been used smartly.

## 6. DISCUSSION AND POSSIBLE ACTION ITEM:

**6. A. Discussion and possible action on any and all items regarding Order No. 2020-7. An order of the Mayor and City Council of the City of San Luis, Arizona, approving and adopting the Mayor's "Continued Declaration of Emergency and Amended Order - Coronavirus Disease-19." (Tadeo A. De La Hoya, City Administrator)**

**MOTION:** Council Member Africa Luna-Carrasco/Council Member Jose Ponce to approve and adopt Order No. 2020-7, and declare an emergency. 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

## 7. ADJOURNMENT

**MOTION**: Council Member Mario Buchanan Jr./Council Member Jose Ponce to adjourn the meeting at approximately 7:45 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 Special City Council meeting for the City Council of the City of San Luis, Arizona held on March 18, 2020. I further certify that the meeting was dully called and held and that a quorum was present.

  
\_\_\_\_\_  
Sonia Cornelio, City Clerk