

**APPROVED** by Council

Date: 3/25/2020

Clerks Office: M Lopez

**MINUTES**  
**Work Session**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**March 04, 2020**  
**6:30 p.m.**

**1. CALL TO ORDER/ROLL CALL:** Mayor Gerardo Sanchez called the work session to order at approximately 6:34 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 Administrator  
Sonia Cornelio, City Clerk  
Kay Marion Macuil, City Attorney  
Angel Ramirez, Fire Chief  
Axel Chayra, IT Technician  
Derek Dueñas, Information Technology Manager  
Eulogio Vera, Director of Public Works  
Francia Alonso, Assistant to Council/PIO  
James Einwaechter, Assistant Director of Public Works  
Jenny Torres, Economic Development Manager  
Jorge Perez, Billing & Collections Manager  
Jose A. Guzman, Director of Planning & Zoning  
Lizandro Galaviz, Director of Parks & Recreation  
Marco Santana, Police Lieutenant  
Maria Roldan, Assistant Director of Parks & Recreation  
Mary French-Jones, Grants Coordinator  
Monica Castro, Director of Finance  
Ralph Velez, City Consultant  
Richard Jessup, Police Chief  
James Davey, James Davey and Associates

## **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., to provide engineering services for a master drainage plan for downtown San Luis. (Jenny Torres, Economic Development Manager)**

Ms. Jenny Torres, Economic Development Manager, informed that her department continues to receive complaints from businesses regarding the drainage problems. She mentioned that the intent of the master plan is to minimize the onsite retention of stormwater while providing adequate overall stormwater drainage.

Mr. Eulogio Vera, Director of Public Works, informed that this area requires businesses to have onsite retention because of the city's regulations, but unfortunately, the lots are small. He mentioned that along Archibald Street and other streets in the downtown area, there is no storm drain system that could collect stormwater from these parcels. He added that the idea is to develop something that can benefit those areas. He informed that when the downtown area stormwater system was put in when the reconstruction was done, Yuma County Flood Control used funds to install the collectors that take the stormwater into the valley on San Luis Plaza Drive.

Mr. James Davey, James Davey & Associates, Inc., informed that the city adopted the Yuma County Flood Control that requires the onsite retention of stormwater. This shifts the drainage cost under the private sector; this works well for new developments and subdivisions. He stated that for downtown, it would not work, as more dense growth will be needed in that area. He mentioned that intent is to look for a range of options. At this time, they are required to have on-site retention and some are not. He suggested passing an ordinance for the downtown area stating that retention is not required. He mentioned that it is the city's responsibility to provide enough storm drainage in the downtown area; this will minimize the amount of retention on the properties. He stated that the basis of the study is to look at the alternatives on how much retention can be reduced and how much infrastructure will be put in.

Mayor Gerardo Sanchez mentioned that some of the comments from the business owners are that they don't want to develop because of the requirement to having your drainage; their lot will become unfunctional, and with the parking, regulation complicates things a little bit more. He stated that one of the things that had been done is to request funding from the federal government as the expansion of the San Luis Port of Entry will bring more traffic into our streets. He asked if an improvement district could be formed in the downtown area.

Mr. Davey replied that there might be some county funding available from the Yuma County Flood Control.

Ms. Torres informed that staff would also work on Mesa Street and potentially submitting a Community Development Grant application, the drainage study will help to prove that funds are needed because of the drainage issues. She informed that staff allocated approximately \$50,000.00 in Capital Projects to hire a consultant to submit a BUILD grant, which was discussed after this item. Staff will not be able to apply this to the current fiscal year as the applications are due in May 2020. She added that she would like to use the budgeted funds to fund this project and in addition to hiring a right-of-way specialist to help acquire private land. She asked the Mayor and Council to allow staff to utilize the funding for this project.

Mayor and Council asked Ms. Torres to proceed with this item.

Mr. Jose A. Guzman, Director of Planning & Zoning, stated that he supports Ms. Torres with this project; this is a positive point to the Mix-Use project in the downtown area.

**2. B. Discussion and possible directions to staff on any and all matters regarding an informational update on the modernization and expansion of Cesar Chavez Boulevard and BUILD Grants opportunity. (Jenny Torres, Economic Development Manager & Eulogio Vera, Director of Public Works)**

Ms. Jenny Torres, Economic Development Manager, provided an update on the BUILD Grant 2019. A copy of the presentation update is included with the complete agenda packet filed in the City Clerk's Office. She asked the Mayor and Council if there will be a commitment from the city to move forward with this grant opportunity.

Mayor Gerardo Sanchez replied that the city should take that opportunity, as there will be a strong argument because of the construction of the San Luis Port of Entry I. With this new construction, there will be more vehicles crossing the port on a daily basis. He stated that Cesar Chavez Boulevard is a vital artery to move traffic; he added that this project had been a priority to the city. He mentioned that Cesar Chavez Boulevard needs a lot of infrastructure, for this reason, the city shall contract Congress, the Governor, and state representatives so that they can do something for San Luis. Mayor Gerardo Sanchez asked Ms. Torres to provide a figure.

Ms. Torres informed that all communities would be competing amongst themselves, Yuma has applied to a Yuma Multi-Modal Transportation Center, they have submitted their application for four (4) years. There is another project such as US 95, Avenue 9E, and the Wellton Mohawk Canal Bridge Corridor Widening in which ADOT provided \$28 million, and this project is a \$53 million project, they will be submitting their application this fiscal year for this project.

Mayor and Council asked Ms. Torres to proceed with this item.

**2. C. Discussion and possible directions to staff on any and all matters regarding the city's acceptance of a donation of two (2) new canines for the San Luis Police Department canine unit. (Richard Jessup, Chief of Police)**

Mr. Richard Jessup, Chief of Police, informed that he was informed by the Canine Sergeant that there was an opportunity to acquire two (2) canines by just writing a letter to the Circle K Corporation, who has a program that donates K9'S to Police Departments. He mentioned that a letter was sent to them to request the two (2) canines. He added that two (2) weeks later, a notification was received informing that they were agency selected as the recipient. He reported that the cost to the city to maintain those two (2) canines would be approximately \$3,000.00, this will be a one-time cost. He mentioned that staff would be talking with the Yuma Police Department to training those canines locally, which will cut expenses. And also, will have to certify the K9 Sargent to become a certified instructor. He added that with these two (2) canines, the department would have a total of four (4) canines. Mr. Jessup stated that by having two (2) additional K9's would be a significant help to address the needs of the department's ongoing mission and goals.

Mayor Gerardo Sanchez congratulated the Police Department staff, especially those officers that found this grant. He stated that canines have proven to be a useful tool against crime and drug trafficking.

**2. D. Discussion and possible directions to staff on any and all matters regarding authorization to purchase full riot gear and active shooter equipment for the San Luis Police Department using Fiscal Year 2019-2020 Capital Projects budgeted funds. (Richard Jessup, Chief of Police)**

Mr. Richard Jessup, Chief of Police, informed that the San Luis Police Department is seeking approval to purchase full riot gear/active shooter equipment for some officers; this purchase will not equip all officers. He mentioned that since the department does not have the necessary equipment for riots, the department calls border patrol for this type of situation. He informed that staff requested quotes for the purchase of this equipment, as noted in the agenda item review form. He stated that the total amount needed for all purchases is \$88,595.03. He added that staff budgeted \$89,000.00 for this purchase under the Capital Improvement Project funds.

Mayor Gerardo Sanchez stated that the San Luis Police should be adequately trained and have the needed equipment. He asked Chief Jessup to proceed with this item.

**2. E. Discussion and possible directions to staff on any and all matters regarding the application to the COPS-CHP-Application-2020 from the San Luis Police Department. (Richard Jessup, Chief of Police)**

Mr. Richard Jessup, Chief of Police, stated that this item is to give Mayor and Council an update as to what the Police Department do for schools. He informed that the Gadsden Elementary School District #32 applied for a grant where they include School Resource Officers (SRO) for two (2) of their schools, which was not funded. He informed that the San Luis Police Department met with the school district grant writer to review the application and found that the deadline to submit is March 11, 2020. All city personnel involved in this grant had been busy making the necessary changes to both the Department of Justice (DOJ) and GRANTS.GOV grants to upload the applications for grant consideration. He mentioned that should the application be awarded, the department will be responsible for a 25% match funding for a new position at an entry-level for each grant for three (3) years. After three (3) years, grant renewal applications completed and the same department responsibilities require and if not awarded the position goes away, the employee returns to regular duties or absorbs into the department budget or termination upon lack of funding. He stated if the department only gets two (2) positions in the next fiscal year budget, it will not hurt the patrol unit, then two (2) people can be put in the SRO for the schools. He mentioned that with this update, he wants to let Mayor and Council know that the department is doing what it can to get those two (2) SRO's as it is essential because of the number of overdose cases within the youth it is very critical. Mr. Jessup mentioned that the only way to beat this is through the education system and push them to make good choices.

Mayor Gerardo Sanchez commented that there had been members of the community that has said that the City of San Luis is not interested in SRO's that it was not a priority to the city. He stated that the city has always looked for the best way to make schools safer. He mentioned that the City of San Luis and the San Luis Police Department have never said that they are not interested in SRO's. He informed that when he held a meeting with the school superintendent, it emphasized the importance of working together. He thanked everyone involved in this planning on working with the school district to make this happen.

**2. F. Discussion and possible directions to staff on any and all matters regarding the proposed agreement contract between Valley Collection Service, LLC, and the City of San Luis for implementation of collection procedures to achieve maximum recovery of debt. (Jorge Perez, Billing & Collections Manager)**

Mr. Jorge Perez, Billing & Collections Manager, informed that this item is for a proposed agreement with Valley Collections Services (VCS), LLC. This agreement will allow VCS to collect debt for an outstanding inactive account in utility services. He informed that in the past eight (8) years, the city has not worked with an agency to collect that debt. He reported that the proposed agreement includes a 20% commission fee on all collections made.

Mayor Gerardo Sanchez asked how much money is owed to the city from inactive accounts.

Mr. Perez informed that the total amount to be collected is \$72,780.63. He stated that residents still received bills from the city, and some do pay their debt. He informed that VCS is an Arizona business used by several municipalities in the state. Mr. Perez added that the legal department has helped in reviewing the contract and making the necessary changes to add the appropriate wording. He stated that it would be up to Council if they want to pass the 20% commission fee to the debtor.

Mayor Gerardo Sanchez stated that the customer should pay the commission fee.

Ms. Kay Marion Macuil, City Attorney, suggested starting the contract now, as there is a notification process to add this charge to the customers as a fee. She added that it would take approximately 60 days plus 30 days after it is approved.

Mr. Perez replied that what Ms. Macuil is suggesting was the initial proposal.

Mayor Gerardo Sanchez clarified that water rates are not being increased at this time; he asked Mr. Perez to proceed with this item.

Ms. Monica Castro, Director of Finance, commented that this collection agency, besides helping the Billing & Collection department, also assists the Finance Department in collecting past due accounts. She mentioned that it is time for the city to start collecting those past due accounts.

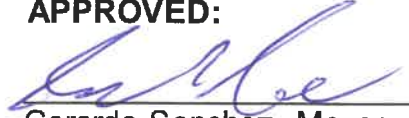
### **3. ADJOURNMENT**

Council Member Mario Buchanan Jr./Council Member Maria Cecilia Cruz to adjourn the work session at approximately 7:51 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 Jose Ponce	Aye
Council Member Matias Rosales	Aye

**APPROVED:**

  
Gerardo Sanchez, Mayor

**ATTEST:**

  
for 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 February 5, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

  
for Sonia Cornelio, City Clerk