

APPROVED by Council

Date: 10/28/20

Clerks Office: M Lopez

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
October 07, 2020
6:30 p.m.

1. CALL TO ORDER/ROLL CALL: Mayor Gerardo Sanchez called the work session to order at approximately 6:31 p.m.

Mayor and City Council participated remotely due to COVID-19.

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
Christine Velez, Management Analyst (remotely)
Domingo Sosa, Information Technology
Dylan Stackpole, Associate Planner
Eulogio Vera, Director of Public Works
Fausto Gonzalez, Human Resources Department
Francia Alonso, Assistant to Council/PIO
Jonathan Dumadag, Information Technology Department
Jorge Perez, Billing & Collections Manager
Jose A. Guzman, Director Planning & Zoning
Jose Luis Cisneros, Executive Assistant
Lizandro Galaviz, Director of Parks & Recreation
Marlene Lara, Government and Foreign Affairs Coordinator
Ralph Velez, City Consultant (remotely)
Richard Jessup, Chief of Police
Sondra Matthews, Director of Human Resources

2. ITEMS FOR DISCUSSION ONLY:

2. A. Discussion and possible directions to staff on any and all matters regarding the annual employee recognition event tentatively scheduled for December 11, 2020. (Sondra Matthews, Director of Human Resources)

Ms. Sondra Matthews, Director of Human Resources, informed that every year the city hosts an Employee Recognition event; however, due to the pandemic and gathering restrictions this year, staff asks for City Council's direction on options for holding this event. She mentioned that this year's event is scheduled for December 11, 2020. She commented that this topic was brought up to the event committee. There were several recommendations, such as postponing the event; some proposed a virtual event and/or possibly doing an outdoor event.

Mayor Gerardo Sanchez commented that he believes that an outside event will be appropriate to follow CDC guidelines. He asked the members of City Council for their recommendations.

Council Member Jose Ponce, Vice Mayor Maria Cecilia Cruz, agreed with Mayor Sanchez about holding an outdoor event.

Council Member Matias Rosales stated that it would be hard to keep the social distancing. He agreed with Mayor Sanchez that employees need to be recognized for their hard work and keep them safe at the same time.

Mayor Sanchez mentioned that holding an outdoor event for employees can be socially distance. He commented that the other option would be to postpone the event until next year. He stated that employees have worked hard and believes they all need some recognition.

Ms. Matthews commented that usually, staff starts planning for this event ahead of time. She mentioned that the other option would be merging the employee recognition event with the employee picnic, held yearly around April or May; this will allow more time to plan for the event. She commented that if City Council wishes to continue with this event, then a decision will have to be made soon as staff needs to start preparing.

Vice Mayor Maria Cecilia Cruz suggested doing a survey and asking employees if they are willing to participate in an outdoor event.

Council Member Africa Luna-Carrasco agreed with Vice Mayor Cruz about doing a survey. She mentioned that if employees are not willing to participate the funds used for this event can be utilized to give employees a "Christmas bonus" as part of the recognition.

Council Member Gloria Torres agrees with all suggestions made by other members of City Council.

Council Member Mario Buchanan Jr. asked if holding an outdoor event will make the city liable for what might happen during the event.

Ms. Kay Marion Macuil, City Attorney, replied that the city is always liable during any events. She stated that as long as the event is conducted safely, the city will minimize the risk. She commented that since this would be an event for more than 50 attendees, the Governor's executive order allows cities to allow more attendees if precautions are taken.

Mayor Sanchez directed Ms. Matthews to proceed with a survey as agreed by all City Council members. He suggested sending all employees a survey to determine who will attend the event, directed staff to review the yearly compensation, and recommended increasing the amount. He added that if less than half of the employees are not planning to attend, the event can be canceled.

Ms. Matthews informed that funds set aside for this event is approximately \$15,000.00 to \$20,000.00, which will not be enough to divide between all employees.

Mr. Tadeo A. De La Hoya, City Manager, explained that if the amount is divided amongst employees, that will be \$50.00 per employee and added that the yearly employee compensation is set aside by the Finance Department.

2. B. Discussion and possible directions to staff on any and all matters regarding Order No. 2020-17. 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 2021-AL-028 & 2021-PTS-059 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 been awarded a total of \$31,300.00 to support additional equipment, overtime, and employee-related expenses to enhance the Driving Under the Influence (DUO) and traffic enforcement throughout the City of San Luis. He asked Mayor and Council to adopt Order No. 2020-17 to accept the funds.

Mayor Gerardo Sanchez thanked Chief Jessup and staff for the great job they have done regarding traffic enforcement. He mentioned that it would be wise for the city to accept the funding as he believes that this year will be a busy holiday. He directed Chief Jessup to proceed with this item as agreed by all members of the City Council.

2. C. Discussion and possible directions to staff on any and all matters regarding modifications to the current Parks and Recreation Fee Schedule. (Lizandro Galaviz, Director of Parks and Recreation)

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that staff has been reviewing the current fee schedule as approved on Resolution No. 770. After reviewing the current fees, staff would like to propose some modifications to the fee schedule and incorporate new areas that can be reserved by the community. He recommended the following changes to the current fee schedule; in Class A-City-Co-sponsored Groups and City of San Luis Agencies, he recommended canceling all those listed from letter A through U, instead of entering into an Intergovernmental Agreement (IGA) with the agency in which the City Manager and the Director of Parks and Recreation will review and approve the IGA and determine if the fees that will be waived.

Mayor Gerardo mentioned that he agrees with Mr. Galaviz and suggested reviewing each organization case by case.

Vice Mayor Maria Cecilia Cruz asked what kind of liability insurance a non-profit needs to utilize a parks facility.

Mr. Galaviz replied that organizations must obtain a \$1 million liability insurance required by the Risk Pool. He added that the city would also require COVID-19 coverage. As stated by the Yuma County Health Department, any orders in place by the Governor and/or the city, and by the Centers for Disease Control and Prevention. Mr. Galaviz also reviewed Resolution No. 770 and the attached Fee Schedule and proposed a new Fee Schedule for the Cultural Center Facility Rental Fees Restrictions Regulations Form 2020 that are included in the complete agenda packet filed in the City Clerk's Office. He stated that staff is open to any recommendations that the Mayor and City Council might have on the proposed changes.

Mayor Gerardo Sanchez directed Mr. Galaviz to proceed with this item, as agreed by the City Council members.

Ms. Kay Marion Macuil, City Attorney, stated that the proposed new fees would be posted on the city's website for 60 days, as required by State Statute.

This allows the community to make any comments on the new fees; then, once the 60 days have passed, this item will come back for Council's approval.

2. D. Discussion and possible directions to staff on any and all matters regarding the modification of the general rules and policies for all open areas and parks throughout the city. (Lizandro Galaviz, Director of Parks and Recreation)

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that staff had done a survey in the community regarding the closing of city parks. The proposed times came out very close, so it will be wise for the City Council to recommend the selected times. Mayor and City Council recommended closing parks at 11:00 p.m. Mr. Galaviz shared the questions and responses done in the survey performed by the Parks and Recreation Department. A copy of the survey responses is included with the complete agenda packet filed in the City Clerk's Office.

Mayor Gerardo Sanchez asked the members of the City Council for any suggestions and/or concerns. They all agree with the survey responses.

Council Member Jose A. Ponce asked if staff has considered doing something regarding pets at the parks; he asked if there any rules regarding this.

Ms. Galaviz informed that this is included in the park rules, stating that owners have to pick up after their dogs. He mentioned that one of the community's suggestions in the survey is that the city should provide more baggie stations. He commented that the only challenge on this request is that stations were being vandalized, and people were taking the whole roll of baggies. He mentioned that other cities have been using plastic bags from the stores instead of using green bags; he asked the Mayor and City Council if they would like to do the same.

Mayor Sanchez replied that using plastics was also a good idea, members of the City Council agreed with Mayor Sanchez.

2. E. Discussion and possible directions to staff on any and all matters regarding brick walls at retention basins within the City of San Luis. (Mayor Gerardo Sanchez and Lizandro Galaviz, Director of Parks & Recreation)

Mayor Gerardo Sanchez stated this item was also discussed a few years ago, staff started on this project, and for some reason it was stopped. He mentioned that the retention walls are now falling apart; some have gaps, and if they are pushed, they will fall.

He asked staff not to neglect the parks and fix those walls as the city will be liable for any damage. He stated that staff should start looking for the walls that are in terrible shape to get repaired right away.

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that staff had identified the priority walls. He added that staff has started to set sprinklers away from the wall so that when the wall gets repaired, they will not damage the walls again. Mr. Galaviz presented the Mayor and City Council with pictures of the park's walls that are a priority. He stated that he would work with the City Administration and Finance Department to develop a plan to implement current and future budgets. He informed that to replace the wall presented, it will have an approximate cost of \$50,000.00.

Council Member Matias Rosales commented that he has noticed that developers have been putting river rocks by the walls to avoid these problems in the future in the new subdivision.

2. F. Discussion and possible directions to staff on any and all matters regarding a walking path at Cesar Chavez Boulevard & 7th Street; and exercise equipment along Urtuzuastegui Street. (Mayor Gerardo Sanchez and Lizandro Galaviz, Director of Parks & Recreation)

Mayor Gerardo Sanchez stated that he asked for this item because Urtuzuastegui Street has been recognized as a very active street to do exercise. He added that he had requested a walking path at Cesar Chavez Boulevard and 7th Street because of the vacant land in that area. He stated that these two (2) items were discussed approximately 4-years ago. He mentioned that for some reason, staff had not done anything in these areas.

Mr. Lizandro Galaviz, Director of Parks and Recreation, stated that staff has been working on it. He added that there is more that needs to be done. He informed that the area belongs to the Yuma County Water User's Association (YCWUA) and that there are restrictions in that area.

Mr. Jose A. Guzman, Director of Planning and Zoning, informed that the YCWUA controls the area. He mentioned that he has been working on an agreement with them to allow the city to install a multi-use pathway along all their canal right-of-way's and other properties they have control over instead of doing individual licenses. He stated that an agreement would be presented in the next couple of weeks.

Mr. Eulogio Vera, Director of Public Works, informed that Mr. Guzman started working on this because staff has not been able to finish the pathways and trails master plan. The city initially made this request to the YCWUA approximately 4-years ago, but it stopped because they requested the city to have city-wide pathways and trails master plan. For this reason, nothing has been done about the walking path on Cesar Chavez Boulevard and 7th Avenue. He mentioned that on the exercise equipment along Urtuzuastegui Street, he recalls obtaining pricing for the irrigation meters and where they could be placed. He noted that he does not remember why this project was not continued.

Mayor Gerardo Sanchez mentioned that he believes this project can be done, as he is not asking for expensive equipment or a fancy walking path. He stated that to promote more green areas and a healthy environment, the city needs to get this project going. He asked staff to work with YCWUA to see what is required from the city to do these two (2) projects.

Vice-Mayor Maria Cecilia Cruz thanked Mayor Sanchez for bringing these two items as they are essential to the community to promote healthy living. She encouraged City Council to continue to place items on the agenda.

Council Member Matias Rosales thanked Mayor Sanchez for bringing these two items back for discussion. He stated that people walking on Cesar Chavez Boulevard and 8th Avenue are at risk of being run over as it is a highly trafficked area. He thanked staff for working with the YCWUA to get this project completed.

Mayor Gerardo Sanchez asked staff to make this project happen and not wait any longer.

2. G. Update on any and all matters regarding the maintenance of sidewalks and benches located on Main Street. (Mayor Gerardo Sanchez; Lizandro Galaviz, Director of Parks & Recreation and Eulogio Vera, Director of Public Works)

Mayor Gerardo Sanchez commented that currently, when sidewalks are washed, they last three (3) weeks clean, but soon farmers will start the season, and sidewalks will need maintenance more often. He stated that he had received comments that the city is not doing enough to keep Main Street clean. He said that he would like to see the sidewalks pressure washed at least once a month; he added that he understands that it is hard to keep the sidewalks and benches clean. He also asked to please maintain the shade structures in good shape.

Mr. Eulogio Vera, Director of Public Works, stated that currently, staff cleans the benches once a week, sidewalks are not done that often, but pressure wash is done once every two (2) months. He agreed with Mayor Sanchez to do the pressure wash frequently now that farmers will start their season. He stated that clean up on Main Street would be increased on sidewalks, benches, and trash.

Mayor Gerardo Sanchez mentioned that he wants to make sure that outside visitors that come through the city get a great impression of the community. He asked staff to maintain the green areas and work on a maintenance plan for Main Street.

Mr. Vera replied that he and his staff would commit to improving the downtown area.

Council Member Matias Rosales asked staff if something can be done about the old payphones as they are not operational.

Mr. Vera replied that staff is currently working on removing the non-operational payphones, and staff will contact the vendor regarding the ones that are operational if staff finds any.

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that he has been working with Mr. Vera to have a pedestrian flow friendly area on Main Street. The benches and trash receptacles will be in line with the trees so that when there is high traffic, pedestrians will not have to be moving around through plants and benches.

Council Member Africa Luna-Carrasco agreed with Mayor Sanchez on this item, as this item has been brought up for discussion several times, and something has to be done.

Mayor Sanchez thanked staff for the work they have done to give a positive image to the community and visitors.

Mr. Galaviz thanked the Mayor and City Council for keeping staff informed of the priorities the Council wants to see, so that staff can make things better and more attractive.

3. ADJOURNMENT

MOTION: Council Member Matias Rosales/Council Member Africa Luna-Carrasco to adjourn the work session at approximately 8:38 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:

Anthony, Deputy City Clerk
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 October 7, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Anthony, Deputy City Clerk
for Sonia Cornelio, City Clerk