

**MINUTES**  
**Regular Council Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**February 9, 2022**  
**7:00 p.m.**

**APPROVED** by Council

Date: 2/23/2022  
Clerks Office: [Signature]

**1. CALL TO ORDER/ROLL CALL**

Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:02 p.m. Members of the City Council participated via Zoom for this meeting.

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

**OTHERS PRESENT:** Lizandro Galaviz, Acting City Manager  
Kay Macuil, City Attorney  
Sonia Cornelio, City Clerk  
Angel Ramirez, Fire Chief  
Domingo Sosa, Graphics and Media Specialist  
Eulogio Vera, Director of Public Works  
Jonathan Dumadag, I.T. Systems Administrator  
Jorge Perez, Assistant Director of Public Works  
Jose Guzman, Director of Planning & Zoning  
Jose Luis Cisneros, Executive Assistant/Acting Assistant to Mayor and City Council & Acting Public Information Officer (PIO)  
Monica Castro, Director of Finance  
Ralph Velez, City Consultant (via Zoom)  
Richard Jessup, Chief of Police  
Ruben Lopez, I.T. Technician

**2. PLEDGE OF ALLEGIANCE**

Council Member Matias Rosales led the Pledge of Allegiance.

**3. INVOCATION**

Mr. Richard Jessup, Chief of Police, led the invocation.

#### **4. PROCLAMATIONS**

##### **4. A. - Career Technical Education Month - February 2022**

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Mayor Gerardo Sanchez mentioned that the technical education market is very important for this region. He added that making technical education affordable and having the proper training will allow students to be more competitive for jobs locally.

##### **4. B. - SkillsUSA Week - February 7-11, 2022**

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety and added that San Luis High School representatives were present to provide a brief PowerPoint presentation.

Mr. Edgar Zambrano Jr. and Miss Ashely Cuen, San Luis High School Students and CTE Leaders illustrated what CTE is, its programs at San Luis High School, benefits, program highlights, CTE's month & celebration, members experiences and funding. They thanked the Mayor and City Council for acknowledging the proclamations. The PowerPoint presentation is filed at the City Clerk's Office with the complete agenda packet.

Mayor Gerardo Sanchez thanked Mr. Zambrano and Miss Cuen for the information and added that he is interested in touring the CTE facilities at San Luis High School.

#### **5. CONSENT AGENDA**

##### **5. A. MINUTES OF**

**- Regular Council meeting held January 26, 2022**

##### **5. B. DISBURSEMENTS FROM JANUARY 18, 2022 THROUGH JANUARY 31, 2022**

**Total Disbursements \$640,134.02**

**(Six Hundred Forty Thousand, One Hundred Thirty-Four Dollars and Two Cents)**

**MOTION:** Council Member Gloria Torres/Council Member Jose Ponce to approve the Consent Agenda as presented. Motion passed unanimously.

The vote was as follows:

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

## **6. DISCUSSION AND POSSIBLE ACTION ITEMS:**

### **6. A. Discussion and possible action on any and all matters regarding re-appointment of three (3) City of San Luis residents to serve on the City of San Luis Planning and Zoning Commission. (Jose A. Guzman, Director of Planning and Zoning)**

Mr. Jose Guzman, Director of Planning & Zoning, mentioned that this item is to reappoint three (3) Board Members to the Planning & Zoning Commission, the term is for four (4) years. Three (3) current Board Members are interested in continuing to serve, they are Chairman Marco A. Pinzon, Vice Chairwoman Veronica Zavla and Commission Member Hugo Garcia. The new term will expire January 31, 2026.

**MOTION:** Council Member Matias Rosales/Council Member Mario Buchanan Jr. to reappoint Marco A. Pinzon to the City of San Luis Planning and Zoning Commission with a term expiration of January 31, 2026; to reappoint Veronica Zavala to the City of San Luis Planning and Zoning Commission with a term expiration of January 31, 2026 and reappoint Hugo Garcia to the City of San Luis Planning and Zoning Commission with a term expiration of January 31, 2026. Motion passed unanimously.

The vote was as follows:

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

### **6. B. Discussion and possible action on any and all matters regarding the approval to purchase Executime from Tyler Technologies. (Derek Duenas, IT Manager)**

Mr. Jonathan Dumadag, I.T. Systems Administrator, indicated that they are seeking the approval to purchase the Tyler software that will replace the current time and attendance software. This is a budgeted item and there is an increase from last year of approximately \$11,000.00.

**MOTION:** Council Member Luis Cabrera/Council Member Mario Buchanan Jr. to approve the purchase in the amount of \$75,222.00 to purchase Executime and remove the Cisco Umbrella Project from Capital Improvements for the reasons presented. Motion passed unanimously.

The vote was as follows:

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

**6. C. Public Hearing followed by discussion and possible action on any and all matters regarding the recommendation of the Liquor License Application submitted to the Arizona Department of Liquor Licenses and Control by Jesus Alberto Ortiz Franco on behalf of Mariscos El Navegante located at 840 E. D Street, San Luis, Arizona. (Sonia Cornelio, City Clerk)**

#### **A. Open Public Hearing**

**MOTION:** Council Member Mario Buchanan Jr./Council Member Luis Cabrera to open the Public Hearing. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Africa Luna-Carrasco	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis Cabrera	Aye
Council Member José Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

#### **1. Staff and/or applicant presentation**

Mrs. Sonia Cornelio, City Clerk, explained that her office received the application for the proposed restaurant for the sale of alcohol. The notice and application was posted at the location as required by law for 20 days. The City Clerk's Office did not receive any comments in favor of or against the application.

#### **2. Call to the Public on this item**

There were no comments from the public on this item.

#### **B. Close Public Hearing**

**MOTION:** Council Member Mario Buchanan Jr./Vice Mayor Africa Luna-Carrasco to close the Public Hearing. Motion passed unanimously.

The vote was as follows:

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

**C. Action on the recommendation of the Liquor License Application to the Arizona Department of Liquor Licenses and Control for Mariscos El Navegante.**

**MOTION:** Council Member Gloria Torres/Council Member Luis Cabrera to recommend approval of Liquor License Application to the Arizona Department of Liquor Licenses and Control for Mariscos El Navegante as presented. Motion passed unanimously.

The vote was as follows:

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

**6. D. Discussion and possible action on any and all matters regarding Order No. 2022-02. An order of the Mayor and City Council of the City of San Luis, Arizona authorizing American Rescue Plan Act (“ARPA”) funds to respond to eligible employees who performed essential work during the COVID-19 public health emergency with premium pay, as authorized by ARPA and the U.S. Treasury’s final rule issued January 27, 2022; repealing any conflicting provisions; providing for severability; and declaring an emergency. (Lizandro Galaviz, Acting City Manager)**

Mr. Lizandro Galaviz, Acting City Manager, explicated that this order recognizes all essential workers with high risk exposure, all of the city’s employees were essential during the pandemic time. In conjunction with the Legal Department and Finance Department, a guideline was put together to be able to provide a pay scale for all employees that are currently working for the city and following the ARPA guidelines, focusing on the higher risk and direct contact employees.

Mayor Gerardo Sanchez commented that the city is fortunate that the U.S. Government decided to do this, especially for the city’s first responders who have more direct contact with COVID-19 patients.

**MOTION:** Council Member Gloria Torres/Council Member Jose Ponce to approve the premium pay to be paid out no later than February 28, 2022 as presented and adopt Order No. 2022-02 and declare an emergency. Motion passed unanimously; Mayor Gerardo Sanchez asked for a roll call vote.

The vote was as follows:

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

**6. E. Discussion and possible action on any and all matters regarding Order No. 2022-03. An order of the Mayor and City Council of the City of San Luis, Arizona authorizing public safety first responders emergency pay; repealing any conflicting provisions; providing for severability; and declaring an emergency. (Mayor Gerardo Sanchez and Lizandro Galaviz, Acting City Manager)**

Mayor Gerardo Sanchez explained that this item was brought up by a couple of fireman, because unfortunately people are forced to stay because people get sick with COVID-19, people need vacation and some workers actually have to stay and the City Council wants to make sure they get compensated for it. The risk of firefighters getting infected is very high, unfortunately the city lost a fellow firefighter. The City of San Luis Fire Department has to maintain a 13-14 crew to make sure fire personnel are there for the community. Therefore, when it is mandatory overtime, they should get compensated. He added that he does not want to lose public safety personnel to other agencies that offer other forms of benefits. Although this will be temporary, staff needs to budget this for the next couple of years. The community depends on public safety personnel 24/7.

Mr. Lizandro Galaviz, Acting City Manager, cited that this is something that Mayor Gerardo Sanchez had brought in a previous work session and staff has assembled an order to recognize the COVID-19 exposure risk to public safety responders in their work duties that entails its unique continuing operational challenges.

Vice Mayor Africa Luna-Carrasco asked if the city had checked with the insurance pool on this subject.

Mr. Galaviz responded that the city did check and were told it was a city decision that the Mayor and City Council could take. Their opinion was not negative nor positive in the sense that they were neutral and each city would make choices on how they would address certain issues.

Ms. Kay Macuil, City Attorney, informed the Mayor and City Council that Ms. Monica Castro, Director of Finance, wanted to make sure they know that there is important information in the fiscal impact as part of the motion, that the Finance Department will need to transfer money as per the fiscal impact.

Ms. Castro explained that for the fiscal impact, staff initially estimated a calculation only for the Fire Department and then was informed that it would include Fire and Police so she added up to \$40,000.00. She mentioned that it is difficult to predict since this has never been established before. Therefore, as a precaution, she asked that the Mayor and City Council approve a transfer of budget capacity up to \$200,000.00. She is not planning on transferring the whole amount but on an as-needed basis only.

Council Member Gloria Torres asked if there is an option of looking for new firefighters for the new substation.

Mr. Angel Ramirez, Fire Chief, replied that since it is budget preparation, staff is looking into it or maybe adding firefighters for the next fiscal year. He added that what occurred in December is unique because there were fire personnel out. The Mayor and City Council see \$20,000.00 and it is a lot of money, but he had 17 to 20 guys out on COVID-19 leave in December. Currently, he has a minimum staffing of 13 firefighters a day every day, he has 14 firefighters on each crew. So he can have one (1) person off every day, but he was having three (3) to four (4) firefighters off, which he had to get people to cover those shifts in December and January. As he mentioned at the last work session, he had a crew that worked December 24, 25 and 26 to cover those shifts. This is the reason this matter was brought to the Acting City Manager's attention and the Mayor's.

**MOTION:** Council Member Matias Rosales/Council Member Jose Ponce to approve Order No. 2022-03 as presented and declare an emergency along with the Capital Outlay Special Revenue transfer up to \$200,000.00 for this fiscal year. Motion passed unanimously.

The vote was as follows:

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

Ms. Macuil stated that Ms. Castro feels that the way the motion was stated may not meet the approval of the auditors, so she asked the City Council for a motion to reconsider this item.

**MOTION:** Mayor Gerardo Sanchez/Council Member Jose Ponce to reconsider the motion for Item No. 6. E. Motion passed unanimously.

The vote was as follows:

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

Ms. Macuil indicated that staff recommends the motion to read:

“I move to approve Order No. 2022-03 as presented and declare an emergency and approve budget transfer, as stated in the fiscal impact of this item.”

Mayor Gerardo Sanchez moved to approve the motion and wa seconded by Council Member Luis Cabrera. Motion passed unanimously.

The vote was as follows:

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

**6. F. Discussion and possible action on any and all matters regarding Resolution No. 2208. A resolution of the Mayor and City Council of the City of San Luis, authorizing the submission of an application to the United States Department of Interior, Bureau of Reclamation to acquire federal right of way land and request authorization for construction of County 24<sup>th</sup> St. between 10<sup>th</sup> Avenue and Avenue F-1/2 Roadway Project. (Eulogio Vera, Director of Public Works)**

Mr. Eulogio Vera, Director of Public Works, explained that this resolution is to request permission to build and begin right-of-way from the Bureau of Land Management (BLM). As part of moving this project forward, County 24<sup>th</sup> Street is going to be a major player in how the circulation happens in San Luis, therefore staff is making this project a priority. City staff has met with BLM and was informed that an application has to be submitted to the Bureau of Reclamation (BOR) and BLM this way whichever agency responsible for this right-of-way grants the permission to the city. Staff is submitting the application to both agencies concurrently. The engineer’s estimate is over \$2 million and there is \$1.3 million allocated for this project; the city’s match is approximately \$1 million.

Mayor Gerardo Sanchez mentioned that he will ask Mr. Luis Ramirez, Lobbyist, to write letters to the congressional delegation. Adding that Congressmen and the State should get involved. The city is trying to get funding for the expansion of Cesar Chavez Boulevard but the city also needs an alternative option to the subdivisions.

**MOTION:** Council Member Matias Rosales/Council Member Jose Ponce to approve and adopt Resolution No. 2208 as presented. Motion passed unanimously.

The vote was as follows:

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

**6. G. Discussion and possible action on any and all matters regarding Resolution No. 2209. A resolution of the Mayor and City Council of the City of San Luis, authorizing the submission of an application to the United States Department of Interior, Bureau of Land Management to acquire federal right of way land and request authorization for construction of County 24<sup>th</sup> Street between 10<sup>th</sup> Avenue and Avenue F-1/2 Roadway Project. (Eulogio Vera, Director of Public Works)**

Mr. Eulogio Vera, Director of Public Works, said that this is the second resolution and as explained in the prior item, an application needs to be submitted to both agencies, Bureau of Reclamation and Bureau of Land Management.

**MOTION:** Council Member Matias Rosales/Council Member Jose Ponce to approve and adopt Resolution No. 2209 as presented. Motion passed unanimously.

The vote was as follows:

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

## **7. SUMMARY OF CURRENT EVENTS**

Mayor Gerardo Sanchez reported that this past Monday, he testified in front of the Senate Appropriations Committee. He was informed that last night a vote was taken and it was unanimously approved by all members of the Senate.

The city is asking for \$33 million and help from the state, he thanked the staff that accompanied him and the representatives working on this. It will now be up to the House of Representatives and hopefully, the city will obtain the support as well. He added how the expansion of the Port of Entry and Cesar Chavez Boulevard will benefit the City of San Luis and the impact of the economy not only for the city but for the state as well.

He expressed his condolences to the family of the fallen firefighter. He added that it is really sad, especially when being so young. Someone gets exposed and there is always the risk, unfortunately, the city lost another member of its family.

Council Member Luis Cabrera shared that the City Manager's position was posted on the city's website earlier this week, he saw KYMA's press release on the press conference the Mayor had with them. He added that he hopes that the next candidate that is hired, that the City Council comes to a consensus that it is a good asset for the city. He hopes that the Mayor can maintain his seat and the other Council Members get re-elected. He does not foresee a full new City Council coming in December and hopes that whoever is hired is kept as he thinks the City Council is in it together for the best interest of the city.

Mr. Angel Ramirez, Fire Chief, reported that on February 5, 2022, the City of San Luis Fire Department lost one (1) of its firefighters, Mr. Robert Fernandez, he had been with the city for approximately three (3) years. He was a very integral part of the department who was just finishing up his paramedic class and was going to test this month. Unfortunately, due to circumstances, he contracted COVID-19 sometime in late December. He went into the hospital and never came out. Staff has been talking to the family, different Fire and Police Departments locally and from across the state have been reaching out to see what they can do or how they can help. Chief Ramirez added that the viewing will take place next Wednesday, February 16, 2022, at Desert Valley Mortuary from 5:00 p.m. to 9:00 p.m. A mass will take place on Thursday at Immaculate Conception Church. There will be a procession after the mass that will come to San Luis and then the final resting place will be in Foothills at Sunset Vista. He added that once he has all the complete details he will send an email to the Mayor, City Council and staff. The morale at the San Luis Fire Department is upset, especially his crew, they are hurting but they are still working through it and continue to provide the services to the residents.


## **8. ADJOURNMENT**

**MOTION:** Council Member Gloria Torres/Council Member Mario Buchanan Jr. to adjourn the Regular Council meeting at approximately 8:05 p.m. Motion passed unanimously.

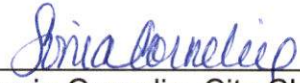
The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Africa Luna-Carrasco	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Luis Cabrera	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 Regular City Council meeting of the City Council of the City of San Luis, Arizona, held on February 9, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

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