

**MINUTES**  
**Work Session**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**September 7, 2022**  
**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 Mario Buchanan Jr.  
Council Member Gloria Torres  
Council Member Matias Rosales  
Council Member Jose Ponce  
Council Member Luis Cabrera

**ABSENT:** Council Member Africa Luna-Carrasco

**OTHERS PRESENT:** Lizandro Galaviz, Acting City Manager (via Zoom)  
Kay Marion Macuil, City Attorney  
Sonia Cornelio, City Clerk  
Adela Cortez, Director of Human Resources (via Zoom)  
Crystal Ochoa, Assistant to Council/PIO  
Edgar Esparza, Billing & Collections Manager  
Jenny Torres, Economic Development Manager  
Jorge Perez, Assistant Director of Public Works  
Jose L. Cisneros, Executive Assistant  
Marco Santana, Police Lieutenant  
Maria Sabori, Risk Manager  
Richard Jessup, Chief of Police  
Ruben Lopez, I.T. Technician  
Nieves Riedel, Mayor Elect & Riedel Construction

**2. ITEMS FOR DISCUSSION ONLY:**

**2. A. Discussion and possible directions to staff on any and all matters regarding the placement of an International Peace Pole to be donated by the San Luis FRONTERA Rotary Club. (Lizandro Galaviz, Acting City Manager)**

Mr. Lizandro Galaviz, Acting City Manager, informed that the San Luis FRONTERA Rotary Club along with the clubs from Somerton and Yuma would like to dedicate a Peace Pole in San Luis, Arizona. He explained that this is an international project that the rotary has taken; the pole symbolizes peace in the communities, nation, and neighbors.

He stated that this Peace Pole would sit on Main Street, which would be located next to the future projected letters for San Luis, AZ, unless there are other ideas from the City Council.

Mayor Gerardo Sanchez directed Mr. Galaviz to proceed with this project. There were no comments from the members of the City Council.

**2. B. Discussion and possible directions to staff on any and all matters regarding the purchase and installation of decorative lights on Main Street. (Lizandro Galaviz, Acting City Manager)**

Mr. Lizandro Galaviz, Acting City Manager, informed that staff has been looking at the different options for improving Main Street. He stated that staff has expressed their interest in holding some events there for this fiscal year. Mr. Galaviz presented to the Mayor and City Council a proposed project to decorate Main Street from Urtuzuastegui Street to D Street. This project would provide light and aesthetics to the Downtown area to make it more welcoming in the evening and bring different perspectives and beautify Main Street. With this project, staff is also showing the Downtown businesses that the city is committed to helping them attract more people to this area.

Council Member Luis Cabrera asked if this light would be installed just for the holiday season or year-round.

Mr. Galaviz replied that idea is to have them installed year-round and at the same time change the light color in the future for different holidays and celebrations.

Mayor Gerardo Sanchez directed Mr. Galaviz to proceed with this project. There were further comments from the members of the City Council.

**2. C. Discussion and possible directions to staff on any and all matters regarding Order No. 2022-11. An Order of the Mayor and City Council of the City of San Luis, Arizona, adopting the City of San Luis Use of City Vehicles Policy; repealing conflicting provisions; and providing for severability. (Adela Cortez, Director of Human Resources, and Maria Sabori, Risk Manager)**

Ms. Maria Sabori, Risk Manager, presented the proposed City of San Luis Use of City Vehicles Policy. She informed Mayor and City Council that currently, the city does not have a vehicle policy that can assist in establishing standard procedures for the City of San Luis employees or any authorized personnel assigned or using city-owned or leased vehicles. She mentioned that the policy is intended to ensure the safety and well-being of city employees, facilitate the efficient and effective use of city resources, minimize the city's exposure to liability, and monitor the use of city vehicles.

Furthermore, Ms. Sabori informed that to put this policy together, staff looked at other municipalities' procedures and met with department directors with bigger fleets to obtain their input regarding the policy; the Arizona Municipal Risk Retention Pool attorney also reviewed the proposed policy. She stated that staff is requested the council's direction and recommendation.

Mayor Gerardo Sanchez agreed with staff and stated that the city does need a policy such as the one presented.

Council Member Luis Cabrera asked if the policy includes what is considered unauthorized use.

Ms. Sabori replied that a section in the policy states that personal use is prohibited. Still, there are situations where employees can take the vehicles home because it is part of their job duties, such as, on-call employees where they need to take the vehicles home with a non-routine stop on an emergency basis, which would be allowed and authorized by the City Manager if a stop is required. The policy does specify personal use as well as there is a section where it will enable family members to ride a city vehicle if they are going to travel with the employee, they would have to complete a form, to be able to ride along with the employee for training and the City Manager would authorize that before that happens, this is something already in place.

Mayor Gerardo Sanchez asked Ms. Sabori to proceed with this item. There were no further comments from members of the City Council.

**2. D. Discussion and possible directions to staff on any and all matters regarding the implementation of a recycling program in the City of San Luis, Arizona. (Council Member Gloria Torres and Eulogio Vera, Director of Public Works)**

Council Member Gloria Torres said she had brought this item before for discussion. She emphasized the need for a recycling program in the City of San Luis; she asked if something could be done to help the environment. She mentioned that she understands that a recycling program would be costly to the city, but something needs to be done. She stated that the city had a pilot recycling program in Los Alamos and Los Jardines Subdivisions and asked how those programs are doing.

Mr. Jorge Perez, Assistant Director of Public Works, commented that Los Alamos and Los Jardines Subdivisions started as a pilot program for recycling back in 2018, where Somerton had a recycling facility, and there was an agreement between both municipalities for the city to take all recyclable material to their facility. When COVID-19 hit, Somerton decided to shut down its facility, so the city stopped the program.

Mayor Gerardo Sanchez asked how the program was doing before COVID-19.

Mr. Perez replied that this was a successful program based on the information gathered, given that the city was not paying for delivering the recyclables. He informed that he did research and reached out to different companies in the Yuma area, and none of those reached out will take recyclable materials; some of them take metal only, and others will not take cardboard. He added that staff also reached out to Republic Services, the company that the City of Yuma uses for their recycling program, but no response was received from them. Their fee is approximately \$28 a ton for recycling. He stated that if it is Council's direction to proceed, staff will work on finding options to start a recycling program in the City of San Luis.

Mayor Sanchez recalled that during the previous presentation, it was mentioned that to start this program, there would be an initial investment of \$450,000.00 for the containers and everything needed for the program; he asked if the city was willing and had the funds to invest that amount for the program.

Mr. Perez replied that if the city wishes to start a city-wide program based on the current pricing for the containers, there will be an estimated cost of \$500,000.00.

Mayor Sanchez asked how long will it take for the city to replace those \$500,000.00.

Mr. Perez replied that the Solid Waste fund is on the edge of red numbers.

Mayor Sanchez stated that the city should have a recycling program, but also staff needs to look at the program's cost-effectiveness and educate the community to have a successful program.

Council Member Matias Rosales asked how the test pilots worked and asked if the city received feedback from the residents.

Mr. Perez replied that residents were satisfied with the program. He explained that during the programs in the subdivision, trash collection was done once a week, as the second day was dedicated to the recycling program. He added that there was some confusion initially, but residents got used to it. Furthermore, he informed that the same side loader trucks were utilized for the recycling program.

Mayor Sanchez mentioned that the \$500,000.00 estimate was given in 2018, and now in 2022 the cost would be higher.

Mr. Perez explained that during the pilot program the city had 679 containers, currently, the city has 7,558 trash containers which do not include new subdivisions, which will average \$500,000.00.

Council Member Torres asked Mr. Perez if he ever spoke to Omar Velazquez, former Parks & Recreation Supervisor, regarding a recycling program. She added that with conversations with Mr. Velazquez this program would not be too expensive for the city.

Mr. Perez replied that he had the opportunity to speak with Mr. Velazquez, and he explained that there is a company in Mexico that will buy the recycling material from the city, the idea is to set up recycling containers in strategic locations within the city, but then in order for this company to pick up the materials, they would want a completely compress packet ready to pick up and go.

Mayor Sanchez commented that a contract can be negotiated. He mentioned that he spoke with Mr. Velazquez a few years ago and found that there are two (2) companies that also do business in California; he added that if the companies are interested they will take care of the process. He stated that it will be much cheaper to go through with one of the Mexican companies, as there are fewer restrictions. Mayor Sanchez advised Mr. Perez to speak with Mr. Velazquez.

Mr. Perez replied that he will get with Mr. Velazquez to continue to explore the options and bring them before the City Council.

Mayor Sanchez suggested the members of the City Council recommend Mr. Perez and staff proceed with this project and present options for a recycling program. There were no objections from members of the City Council.

Council Member Luis Cabrera asked if the Somerton plant is still providing recycling service.

Mr. Perez replied that they are not in business anymore, as they were relying on prison inmates to conduct their operations, but once COVID-19 began, inmates were no longer available to do the job.

Council Member Cabrera stated that he understands that this will be a big financial impact on the city, as half a million dollars is needed to purchase all containers needed. Staff also needs to consider option #2 and not only talk to Mr. Velazquez, but this is something that the city needs to put a priority on, it is not going to compensate for what the city is going to be paid for. He stated that this program is very much needed, staff should look into the options and budget for this project next fiscal year.

Council Member Rosales agreed with Council Member Cabrera about staff looking into the different options there are.

### **3. ADJOURNMENT**

**MOTION:** Council Member Jose Ponce/Council Member Mario Buchanan Jr. to adjourn the Work Session at approximately 7:08 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice-Mayor Mario Buchanan Jr.	Aye
Council Member Gloria Torres	Aye
Council Member Matias Rosales	Aye
Council Member Jose Ponce	Aye
Council Member Luis Cabrera	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 Work Session minutes for the City Council of the City of San Luis, Arizona, held on September 7, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

---

Sonia Cornelio, City Clerk