

**MINUTES**  
**Special Council Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**May 3, 2023**  
**6:00 p.m.**

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

Mayor Nieves Riedel called the Special City Council meeting to order at approximately 6:00 p.m.

**PRESENT:** Mayor Nieves Riedel  
Vice Mayor Luis E. Cabrera  
Council Member Maria Cecilia Cruz  
Council Member Tadeo Azael De La Hoya  
Council Member Matias Rosales  
Council Member Javier Vargas

**ABSENT:** Council Member Gloria Torres

**OTHERS PRESENT:** Jenny Torres, Assistant City Manager  
Kay Macuil, City Attorney  
Sonia Cornelio, City Clerk  
Alicia Zermeño, Court Magistrate  
Domingo Sosa, Graphics and Media Specialist  
Eulogio Vera, Director of Public Works  
Jose Luis Cisneros, Acting Director of Parks & Recreation  
Lizette Juarez, Recreation Coordinator  
Manuel Hernandez, Acting Assistant Director of Public Works  
Miguel Alvarez, Interim Chief of Police  
Monica Castro, Director of Finance  
Olivia Jenkins, Foreign and Government Affairs Coordinator  
Roula Encinas, Finance Operations Manager  
Ruben Lopez, I.T. Technician  
Alberto Leon, Resident  
Luisa Arreola, Resident  
Manuel Castro, Pastor  
Mark Concha, Resident  
Veronica Zavala, Resident

**2. PLEDGE OF ALLEGIANCE**

Council Member Javier Vargas led the Pledge of Allegiance.

### **3. INVOCATION**

Pastor Castro from Gethsemani Church led the invocation.

### **4. CALL TO THE PUBLIC**

There were no comments from the public.

### **5. PROCLAMATION**

#### **5. A. - National Public Works Week May 21 - 27, 2023.**

Ms. Sonia Cornelio, City Clerk, read the title of the Proclamation.

### **6. CONSENT AGENDA**

#### **6. A. MINUTES OF - Special Council meeting held March 29, 2023**

#### **6. B. Disbursements from April 18, 2023, to April 28, 2023**

**Total disbursements \$1,713,936.95**

**(One Million, Seven Hundred Thirteen Thousand, Nine Hundred Thirty-Six Dollars and Ninety-Five Cents)**

**MOTION:** Council Member Tadeo De La Hoya/Council Member Javier Vargas to approve the Consent Agenda as presented. The motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Javier Vargas	Aye

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

#### **7. A. Discussion and possible action on any and all matters regarding the renewal of the contract with Heinfeld, Meech & Co., P.C. for Professional Auditing Services. (Monica Castro, Director of Finance)**

Ms. Monica Castro, Director of Finance, explained that the Arizona State Statutes requires cities to perform an annual audit on its financial information. The agreement with Heinfeld, Meech & Co., ended with the completion of the audit for Fiscal Year 2022.

She added that it is best practices when awarding a contract to do a bidding process, however due to a turnover in the department, hiring and training a new person along with the many pressing deadlines that they have had, it is difficult to go out to bid. In order to maximize the resources of the city to save time and money, the City of San Luis Procurement Code allows staff to award a contract for services without a competitive bidding when other governmental entities have done it. Heinfeld, Meech & Co., went through a competitive bidding with the State of Arizona and the current agreement proposes fees of \$79,500.00 which includes a 3% increase from the fees paid for the audit of FY2022. It is proposing a 3% increase for the years thereafter. This increase is due to the current inflation that everyone is going through, which is very reasonable. To be clear by Cooperative Agreement, Heinfeld, Meech & Co., has become critical in the success of the city's financial reporting, particularly as the Finance Department is working on implementing and automizing the financial reporting systems. They are knowledgeable of the city's financial operations and projects, therefore, their support has been very valuable to the Finance Department.

**MOTION:** Council Member Javier Vargas/Vice Mayor Luis E. Cabrera to approve the contract of the Independent Auditor Heinfeld, Meech & Co., P.C. as presented. The motion passed with five (5) ayes and one (1) nay vote by Council Member Tadeo Azael De La Hoya.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Nay
Council Member Matias Rosales	Aye
Council Member Javier Vargas	Aye

**7. B. Discussion and possible action on any and all matters regarding a Lease Agreement with Gemini Property Holdings, Inc. for a temporary Police Station located in East San Luis. (Miguel Alvarez, Interim Chief of Police)**

Mr. Miguel Alvarez, Interim Chief of Police, stated that staff is trying to acquire a facility as a temporary police substation. He indicated that the contract states all of the agreements between both parties as to the monthly cost or the rent of \$2,500.00 per month for that property. Some assessments have been completed to ensure that the building looks as a respectable police substation once it is all done. With this the community will feel attracted and confident that they are going to get the services they deserve.

Council Member Maria Cecilia Cruz asked what is the estimate cost the city will have to invest to make it look like a police substation.

Chief Alvarez responded that the estimate he received is \$100,128.25 to get the building up and running. He added that it includes the computer systems, wiring, security, exterior and interior paint, sidewalks among other things. This building is insulated within the area that staff is going to be working in. He briefly described that a portion of the building will be used for training purposes and the entrance to access the building will be through Rachel Dodge Avenue. The main purpose of this police substation is to assign an officer and have someone there 24/7.

**MOTION:** Council Member Javier Vargas/Council Member Maria Cecilia Cruz to approve the Lease Agreement with Gemini Property Holdings, as presented. The motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Javier Vargas	Aye

**7. C. Discussion and possible action on any and all matters regarding the acceptance and award of a construction contract for the County 22<sup>nd</sup> Street and Sidewinder Sidewinder Avenue Intersection Improvements Project – Phase 1. (Manuel Hernandez, Acting Assistant Director of Public Works)**

Mr. Manuel Hernandez, Acting Assistant Director of Public Works, explained that staff is seeking approval and acceptance of construction services for roadway improvements at the intersection of County 22<sup>nd</sup> Street and Sidewinder Road.

Vice Mayor Luis E. Cabrera asked when will construction begin.

Mr. Hernandez replied that more information will be available once the pre-construction meeting is held.

Mr. Eulogio Vera, Director of Public Works, stated that they do not have an exact date but an approximate date. Usually after awarding the contract, approximately ten (10) days are given to the contractor to formalize a contract which is reviewed by staff and usually try to get the contractor begin construction within two (2) weeks after that; within a month or less they will be breaking ground. The duration of a contract is between 90 and 120 days.

Mayor Nieves Riedel suggested Mr. Vera to let the high school know about this project due to the heavy daily traffic in that area.

Mr. Vera added that after the pre-construction meeting, staff will have more details and how it will impact the school and community and will inform schools, public safety and the public.

Council Member Matias Rosales asked if it needed to be clarified that the amount to be approved is part of the funds coming from this fiscal year and the other part is coming out of the next fiscal year.

Ms. Kay Macuil, City Attorney, stated that it should probably be separated.

Ms. Monica Castro, Director of Finance, added that in order to award the contract, the full contract amount would need to be accepted. The contractor will not be able to complete the work before the fiscal year is over and the Finance Department is working carefully with the Public Works Department and whatever is not completed will be carried over to the next fiscal year.

**MOTION:** Vice Mayor Luis E. Cabrera/Council Member Maria Cecilia Cruz to accept and award the successful bid to DPE Construction, Inc., for the construction of the County 22<sup>nd</sup> Street and Sidewinder Intersection Improvements Project – Phase 1, in the amount not to exceed \$729,750.00 and direct staff to finalize a contract with DPE in accordance with DPE’s successful bid. The motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Javier Vargas	Aye

**7. D. Discussion and possible action on any and all matters regarding a contract with Fireworks Production of Arizona for fireworks presentation during the 4<sup>th</sup> of July Celebration. (Jose Luis Cisneros, Acting Director of Parks and Recreation)**

Mr. Jose Luis Cisneros, Acting Director of Parks and Recreation, explained that his department has began preparations for the city’s 4<sup>th</sup> of July Celebration. Earlier this year, staff was contacted by the usual fireworks production company, Lantis Productions, and informed that this year they would be unable to provide the city’s fireworks show since they do not have the staff to come from Utah and provide their services. He added that as soon as he learned about the news, staff started reaching out to companies for quotes and other municipalities for recommendations. Two (2) quotes were received, one (1) from Fireworks Productions of Arizona and one (1) from Las Vegas Display Fireworks and they asked for a three (3) year contract in which they would be charging \$40,000.00 per year.

Mr. Cisneros mentioned that from the two (2) proposals received, Fireworks Productions of Arizona is the lowest bid and with them having the most experience in providing these services to Arizona and Yuma County. They were highly recommended by the Yuma Civic Center, Cocopah Casino and Paradise Casino. They have over 50 years of experience providing fireworks shows for weddings, schools, sporting events and other private events. This year they will be in Yuma County providing fireworks displays for the City of Yuma, City of Somerton and Quechan Casino. A quote was received for a 15 minutes fireworks show in the amount of \$20,500.00 and a deposit of \$10,250.00. He asked for the Mayor and City Council's authorization for the quote and contract.

Vice Mayor Luis E. Cabrera asked how much was paid last year.

Mr. Cisneros responded last year an amount of \$23,000.00 was paid. There were comments amongst the Elected Officials that the City of San Luis is known for having the best fireworks in Yuma County, hoping the quality of the fireworks is good, otherwise the City of San Luis would have the same as the others. Although, the fireworks is one thing and the event that the city provides at Joe Orduño is what attracts the community and it is the city's most attended event.

**MOTION:** Council Member Tadeo Azael De La Hoya/Council Member Maria Cecilia Cruz to approve the contract with Fireworks Production of Arizona in the amount of \$20,500.00, as presented. The motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Javier Vargas	Aye

## **8. SUMMARY OF CURRENT EVENTS**

Council Member Maria Cecilia Cruz invited everyone to the National Day of Prayer that will be held tomorrow, May 4, 2023 at 6:00 p.m. She added that because of prayer, the City of San Luis has been blessed these past years.

Mayor Nieves Riedel commented that on May 11, 2023, Title 42 will end and city officials have been advised that it might create a big problem and the Port of Entry might be closed if they feel there is danger. She advised everyone that if one has no business in Mexico after May 11<sup>th</sup>, to please not go as one might be stuck in Mexico. Some drills have been performed and it has been a headache for the the San Luis Police Department as people complain and there is nothing the city can do.

Mayor Nieves Riedel furthermore added that it is important for residents to know what is coming our way, hopefully it will not be a problem and they keep going north, but if they decide to come across, the city has nothing to offer, not even transportation. Not everyone coming across is coming with good intention and some of the residents might suffer the consequences.

Vice Mayor Luis E. Cabrera stated that it might be ideal to declare an emergency and ask for resources from the state and federal government if needed.

Mr. Miguel Alvarez, Interim Chief of Police, explained that federal preparations that are occurring are very limited and not really addressing the issues of local city governments. Federal law enforcement agencies are preparing for them to process people as fast as possible in an orderly manner, but then to release them out to the community. Here in San Luis, one does not count on the resources to bus people out of the city or county or anywhere else they need to go to. Local law enforcement agencies are preparing as much as one can to ensure that one is ready, so whenever those that are cleared by Customs and Border Protection (CBP) or Border Patrol and released to the community can be attended. But it is a plan that is still in process and one is hoping for the best. He added that state police as well as other law enforcement partners are going to be there and available to help. Chief Alvarez stated that as a department they are taking it very seriously along with the Fire Department to ensure the community is well served and that they are provided proper public safety.

Ms. Kay Macuil, City Attorney, mentioned that the city did an emergency declaration for the border crisis earlier and that was never rescinded, so that is still in place and would give the city access to FEMA or any type of emergency funds if they are enacted by the governor.

Mayor Nieves Riedel indicated that according to the Port of Entry Chief, he specified that if they start processing people and ordinary people show up, they will have priority over ordinary people that go back and forth, including all of us. They plan on processing 12 people every two (2) hours, so in an eight (8) hour shift they will process them and then they will be released to the community.

## **9. ADJOURNMENT**

**MOTION**: Council Member Tadeo Azael De La Hoya/Council Member Javier Vargas to adjourn the Special Council meeting at approximately 6:32 p.m. The motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Javier Vargas	Aye

**APPROVED:**

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Nieves Riedel, Mayor

**ATTEST:**

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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 of the City Council of the City of San Luis, Arizona, held on May 3, 2023. I further certify that the meeting was duly called and held and that a quorum was present.

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Sonia Cornelio, City Clerk