

**APPROVED** by the City Council  
Meeting Date: 2/12/2025  
City Clerk's Office: SC

**MINUTES**  
**Regular Council Meeting**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**San Luis, AZ 85349**  
**January 8, 2025**  
**6:00 p.m.**

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

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

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

**OTHERS PRESENT:** Jenny Torres, Acting City Manager  
Kay Macuil, City Attorney  
Sonia Cornelio, City Clerk  
Adela Cortez, Director of Human Resources  
Adriana Garcia, Human Resources Manager  
Angel Ramirez, Fire Chief  
Angelica Roldan, Director of Parks & Recreation  
Antonio Maldonado, Multimedia Production & Operations Specialist  
Antonio Sandoval, Water Operations Manager  
Armando Esparza, Director of Economic Development  
Danae Figueroa, Magistrate  
Edgar Esparza, Billing & Collections Manager  
Eduardo Zatarain, Heavy Equipment Operator  
Eulogio Vera, Director of Public Works  
Francia Alonso, Public Information Officer  
Glenn Gimbut, Assistant City Attorney  
Heriberto Vargas, Public Works Manager  
Johnnie Morris, Fire Battalion Chief  
Jorge Perez, Assistant Director of Public Works  
Jose Guzman, Director of Development Services  
Lizette Varela, Assistant Director of Parks & Recreation  
Maria Muñoz, Human Resources Analyst  
Maria Sabori, Risk Manager  
Melissa Lopez, Deputy City Clerk

Miguel Ramirez, Finance Accounting Manager  
Nerys Martinez, Acting Water Systems Operator III  
Nigel Reynoso, Chief of Police  
Olivia Jenkins, Administrative Services Manager  
Oscar Barnett, Project Manager  
Roula Encinas, Director of Finance  
Tomas Sanchez, City Engineer  
Victor De La Torre, Safety Officer  
Xochitl Lopez, Administrative Coordinator  
Yolanda Dueñas, Facilities Supervisor  
Alberto Leon, Resident  
Cesar Neyoy, Reporter  
Christian Cuevas, Translator  
Columba Nuñez, Resident  
Fabher Sanchez, Resident  
Guillermina Fuentes, Resident  
Irma Zatarain, Resident  
Luis Marquez, Resident  
Maria Robles, Resident  
Mark Concha, Resident

## **2. PLEDGE OF ALLEGIANCE**

Council Member Luis E. Cabrera led the Pledge of Allegiance.

## **3. INVOCATION**

Mr. Nigel Reynoso, Chief of Police, led the invocation.

## **4. PROCLAMATION/PRESENTATIONS**

### **4. A. National Human Trafficking Awareness and Prevention Month - January 2025**

Mrs. Sonia Cornelio, City Clerk, read the proclamation by title only.

### **4. B. Presentation of retirement plaque to Eduardo Zatarain for his 32 years of service to the City of San Luis. (Eulogio Vera, Director of Public Works)**

Mr. Eulogio Vera, Director of Public Works, presented Mr. Zatarain with a retirement plaque for his years of service.

The Mayor and City Council thanked and congratulated Mr. Zatarain.

Mr. Zatarain thanked the Mayor, City Council, co-workers, public and his family stating it was an honor for him to have served the community for 32 years and thanked them for their support.

**4. C. Presentations followed by discussion on any and all matters regarding the end of the calendar year report by city departments on capital projects, programs, and services offered to our community. (Department Heads)**

The Departments of Billing & Collections, City Attorney & Prosecutor, City Clerk, Court, Development Services, Economic Development, Human Resources & Risk Management and Parks & Recreation provided their department's programs, services and accomplishments for the calendar year 2024. The PowerPoint Presentations are attached to the complete Agenda filed at the City Clerk's Office.

**5. CONSENT AGENDA**

**5. A. MINUTES OF**

- Special Council meeting held November 20, 2024
- Work Session held December 4, 2024

**5. B. DISBURSEMENTS**

**From December 5, 2024 to December 31, 2024**

**Total \$3,858,587.75** (Three Million, Eight Hundred Fifty-Eight Thousand, Five Hundred, Eighty-Seven Dollars and Seventy-Five Cents)

**MOTION:** Council Member Javier Vargas/Vice Mayor Tadeo Azael De La Hoya to approve the Consent Agenda as presented. Motion passed unanimously.

The vote was as follows:

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

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

**6. A. Discussion and possible directions to staff on any and all matters regarding the City of San Luis Community Grant Program to provide direct monetary grants to help further non-profit organizations and government entities for projects and activities that provide health and other human services which improve the quality of life for San Luis residents. (Olivia Jenkins, Administrative Services Manager; Kay Macuil, City Attorney; Jenny Torres, Acting City Manager)**

Ms. Olivia Jenkins, Administrative Services Manager, said this is a follow-up on a presentation that was made in April 2024 during the city's Budget Retreat regarding the City Council's contributions to entities and organizations who had normally been awarded a monetary assistance.

The research done by staff was to look for other communities that had similar or same processes to award funding for projects within the community. The City of Avondale and the Town of Tolleson were simple, clear and to the point. In the past, the City Council had awarded contributions to entities and agencies. With the proposed new program and procedures, staff will create a system where there is an application process that will open at the beginning of the year and this will provide enough time for a committee to review the applications. She explained the process of the review by the committee composed of three (3) members; one (1) from the Finance Department, one (1) from the Administration and one (1) from the City Council. The dollar amount to be requested is not to exceed \$5,000.00 per entity. Staff is recommending a method for the City Council to recommend each fiscal year a budget amount to be considered during the budget retreat. Entities or agencies that have a contract with the city will not have to go through this process.

There was some discussion, questions and answers amongst the City Council and Ms. Jenkins regarding deadlines and process.

This was an informational item only, therefore no action was needed from the City Council.

**6. B. Discussion and possible action on any and all matters regarding the continuing temporary staffing services through Hire Quest Inc. (Maria Muñoz, Human Resources Analyst)**

Ms. Maria Muñoz, Human Resources Analyst, indicated that the City of San Luis has contracted Hire Quest, Inc., since August 2022. This is a temporary staffing agency to assist the different departments when staffing shortages occur, for special projects or events. Applicants go through the regular recruitment process. Over the last couple of years, they have provided temporary service in the administrative field and manual labor. The city has had some temporary staffing employees that have applied and have been hired by the city. Staff is asking for the City Council to ratify a few purchase orders for Public Works and Prosecutor's Office.

**MOTION:** Council Member Javier Vargas/Council Member Luis E. Cabrera to approve the use of HireQuest temporary services, ratify purchase orders for the Fiscal Year 2025 described in this agenda item with its attachments, and waive formal purchase procedure under City Code § 3.05.020(F) for the reasons presented. Motion passed unanimously.

The vote was as follows:

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

**6. C. Discussion and possible action on any and all matters regarding strategy for implementing salary adjustments. (Adela Cortez, Director of Human Resources)**

Vice Mayor Tadeo Azael De La Hoya stated that given that when the agenda was distributed, the attachments to this item were not attached and did not have time to review the attachments that were added a day before. He recommended continuing this item to the next Regular Council meeting, given that whatever the majority of the City Council decides to approve, that it be retro pay as of January 1, 2025.

**MOTION:** Vice Mayor Tadeo Azael De La Hoya/Council Member Javier Vargas to continue this item to the next Regular Council meeting provided that whatever is approved by the majority of the City Council that night be retro pay to the employees as of January 1, 2025, and that the City Council gets the full report on it. Motion passed unanimously.

The vote was as follows:

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

Council Member Luis E. Cabrera commented that just like it has been mentioned in the past, that any agenda items that are posted contain all attachments when posting the agenda. If they are not attached to the agenda item, then just wait until the next Council meeting.

**6. D. Discussion and possible action on any and all matters regarding a contract change order on electrical equipment for Well Site #5 New Well and Treatment Unit project. (Jorge Perez, Assistant Director of Public Works)**

Mr. Jorge Perez, Assistant Director of Public Works, explained that the Public Works Department is working on a new well and treatment system located at Well Site No. 5 also known as the Public Works Yard. He added that this is a very complex project and it entails a lot of moving parts, hence the city decided to procure some of the equipment ahead of time to alleviate the long lead times. Mr. Perez mentioned some of the parts procured for this project. In April 2024, the City Council approved the purchase of set electrical equipment that included three (3) major pieces of equipment: the generator, transfer switch and the service entrance section. The generator and transfer switch have been received and the service entrance section is still pending to be delivered in May. Staff wants to be proactive and is seeking other options and found a piece of equipment that is available.

Staff requested a quote and hopefully it can be traded for the one already ordered, but the price of that piece of equipment is too expensive, therefore staff could not move forward with recommending it to have the City Council authorize it. So staff contacted the provider, Specialty Electric, and they contacted their vendor Siemens and provided a proposal of \$35,670.00 for an expedited delivery with a guaranteed shipping date of February 2025. If the City Council approves this, it will keep the construction contract on time within the funds the department has available this fiscal year. He added that they need to remove Well Site No. 1 located on 4<sup>th</sup> Avenue and Cesar Chavez Boulevard as part of the Cesar Chavez Boulevard project, but cannot do it until Well Site No. 5 is up and running.

**MOTION:** Council Member Luis E. Cabrera/Council Member Esteban C. Rosales to approve the proposed change order for Specialty Electric for the Well Site No. 5 project in the amount of \$35,670.00 and the budget transfer for the reasons presented. Motion passed unanimously.

The vote was as follows:

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

## 7. SUMMARY OF CURRENT EVENTS

There were no summaries of current events.

## 8. CALL TO THE PUBLIC

Ms. Guillermina Fuentes, 1630 N. 9<sup>th</sup> Avenue, San Luis, AZ, stated that as a citizen of this community, she asks the City Council to work for some type of resolution with the matter that will be discussed during executive session regarding Gethsemani Church, so that the city is not paying a lot money. Because this fight is more like a personal fight, the City Council has the ability and knowledge to take a decision without being forced. When people chooses its governing body, it is because they are depositing their trust in them, that they will take the best decisions that will benefit the community and not only one (1) person. If the City Council was spending their own money on this matter, she does not believe that they would not want to negotiate a fight. The City Council's responsibility is to look for solutions and not keeping spending money that is not theirs. She respectfully reminded them that the people elected them to their seat to serve the community and not serve from it and none of them have the right to talk like if the city belonged to them. The city belongs to the people and the City Council.

**9. EXECUTIVE SESSION:**

**(Vote to hold an Executive Session pursuant to A.R.S. §§ 38-431.03(A)(3), (4), and (7))**

Discussion and possible action to hold an Executive Session pursuant to A.R.S. §§ 38-431.03(A)(3), (4), and (7) on any and all matters regarding the Gethsemani Food Ministry operations impacts and consultation for legal advice with the city attorneys including but not limited to possible directions including contract negotiations (under subsection (4)) or land lease (under subsection (7)) allowed in executive sessions. (Kay Marion Macuil, City Attorney; and Cameron Artigue, Outside Counsel)

**10. EXECUTIVE SESSION**

**Vote to hold Executive Session pursuant to A.R.S. § 38-431.03(A) subsections (1), (3), and (4)**

Discussion and possible action to hold an executive session pursuant to A.R.S. §§ 38-431.03(A)(1), (3), and (4) on any and all matters relating to the position and contract of the City Manager as delineated in the above-listed statutes and discussion and legal advice with the city attorney regarding same. (Kay Marion Macuil, City Attorney)

**MOTION:** Vice Mayor Tadeo Azael De La Hoya/Council Member Javier Vargas to go into Executive Session at approximately 7:51 p.m. Motion passed unanimously.

The vote was as follows:

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

**11. MOTION TO GO BACK INTO REGULAR SESSION**

**MOTION:** Vice Mayor Tadeo Azael De La Hoya/Council Member Esteban C. Rosales to go back into Regular Session at approximately 9:05 p.m. Motion passed unanimously.

The vote was as follows:

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

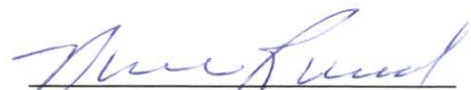
## 12. ADJOURNMENT

**MOTION:** Council Member Lizeth Servin/Council Member Javier Vargas to adjourn the Regular Council meeting at approximately 9:06 p.m. Motion passed unanimously.

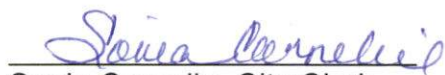
The vote was as follows:

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

**APPROVED:**

  
Nieves Riedel, 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 January 8, 2025. I further certify that the meeting was duly called and held and that a quorum was present.

  
Sonia Cornelio, City Clerk