

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
July 30, 2025
5:00 p.m.

APPROVED by the City Council
Meeting Date: 8/27/2025
City Clerk's Office: SC

1. CALL TO ORDER/ROLL CALL

Mayor Nieves Riedel called the Work Session to order at approximately 5:00 p.m.

PRESENT: Mayor Nieves Riedel
Council Member Javier Vargas
Council Member Esteban C. Rosales
Council Member Maria C. Cruz
Council Member Luis E. Cabrera – arrived at 5:42 p.m.

ABSENT: Vice Mayor Tadeo A. De La Hoya
Council Member Lizeth Servin

OTHERS PRESENT: Jenny Torres, Acting City Manager
Kay Marion Macuil, City Attorney
Sonia Cornelio, City Clerk
Adela Cortez, Director of Human Resources
Alvaro Escalante, Parks Ground Manager
Angel Ramirez, Fire Chief
Angelica Roldan, Director of Parks & Recreation
Armando Esparza, Director of Economic Development
Claudia Montoya, Acting Assistant Director of Parks & Recreation
Edgar Esparza, Billing & Collections Manager
Eulogio Vera, Director of Public Works
Franica Alonso, Public Information Officer
Israel Lara, IT Technician
Jorge Perez, Assistant Director of Public Works
Jose A. Guzman, Director of Development Services
Jose A. Maldonado, Multimedia Production & Operations Specialist
Juan Leal Rubio, Assistant Director of Development Services
Juan Tejeda, Associate Planner
Manuel Hernandez, Assistant Director of Public Works
Maria Sabori, Risk Management Manager
Mario Rodriguez, Finance Operations Manager
Miguel Ramirez, Finance Accounting Manager
Olivia Jenkins, Administrative Services Manager
Richard Bauermann, Fire Inspector
Roula Encinas, Director of Finance
Roman Pacheco, Planning Coordinator

Tomas Sanchez, City Engineer
Victor de la Torres, Safety Officer
Elizabeth Carpenter, Developer
Manuel Rojas, Resident
Mark Concha Jr., Resident

2. ITEMS FOR DISCUSSION ONLY:

2. A. Presentation, followed by discussion and possible directions to staff on any and all matters regarding the proposed business license fees. (Edgar Esparza, Billing and Collections Manager)

Mr. Edgar Esparza, Billing and Collections Manager, presented a PowerPoint slideshow that reviewed the new business license type for cottage food operations, proposed business license fees, and proposed administrative fees. A copy of this presentation is part of the complete agenda packet filed in the City Clerk's Office.

Discussion was held, and the Mayor, City Council, and staff addressed the comments.

2. B. Presentation, followed by discussion on any and all matters regarding the City of San Luis Final Draft Subdivision Regulations. (Juan Leal Rubio, Assistant Director of Development Services)

Mayor Nieves Riedel declared a conflict of interest on this item.

Mr. Juan Leal Rubio, Assistant Director of Development Services, delivered a PowerPoint presentation on the final draft of the subdivision regulations. He clarified that the goal is to gather input, address concerns, and promote transparency throughout the process. He also mentioned that the current regulations are based on Yuma County's 1992 regulations, which were adopted in May 2002. Additionally, he stated that the proposed update aims to conform with State Statute and current infrastructure needs, while supporting smarter growth, improved infrastructure, and better community planning. A copy of this presentation is included in the complete agenda packet filed in the City Clerk's Office.

Council Member Esteban C. Rosales noted that the developer is expected to cover the entire cost of the road's construction. Still, since the property is state-owned, the city will make the necessary accommodations. He asked what would happen when the other side of the road belongs to another property owner.

Mr. Leal Rubio replied that the developer will have to undertake a full road improvement; however, if there is a challenging situation where the developer, for some reason, cannot do the improvement, they will have to submit a modification. It will be up to the City Council to approve or reject it.

Ms. Elizabeth Carpenter, of Von Verde Partners, thanked staff for meeting with her company to review the proposed changes. She mentioned that there are some areas where a group of developers is not in agreement. One option the developer would like to see is a way to go back to 5,000 sq. ft. lots. Somerton has that, and this will make properties more affordable.

She added that the other issue is the road width within the subdivision, which has been increased from 50 feet to 52 feet. This not only costs the developer but also passes the cost on to the consumer. The same thing applies to arterial, major, and minor roads, which have increased from 100 feet to 110 feet and from 80 feet to 100 feet. She asked the Mayor and City Council to reconsider the proposed changes. Furthermore, she highlighted the significant issue with the half street requirement, noting that the other half needs to be addressed. It was mentioned that a modification can be submitted for state or federal land. But what happens when it is farmland and might never be developed? What if the landowner can't afford their half of the road? The developer will have to fund that upfront, which will require a payback agreement; however, it is unclear whether it will be paid back, as it may never be repaid. She addressed the two (2) year requirement for assurances; she mentioned that other municipalities within Yuma County require assurances and a warranty for one (1) year. She asked the Mayor and City Council to review the issues she had brought up and see what could be done.

Mr. Mark Concha of Riedel Construction stated that he agrees with some of the issues raised by Ms. Carpenter, especially regarding the assurances. He added that the other problem is the half streets, as Ms. Carpenter mentioned. In one of the meetings, it was agreed that this would be allowed; however, it is now mentioned that no half-street will be allowed. Furthermore, he noted that they understand that manholes must be made of polymer, but there are some areas where polymer is not required; in such cases, they can be made of concrete. The cost comparison between the two manholes is significant.

Mr. Leal Rubio informed that the 5,000 sq. ft. lot size is not addressed in the subdivision regulations, as this is part of the zoning code. He mentioned that Section 17.1013 is for modification, which reads "that whenever subdivisions design standards or improvements are requested to be modified or not constructed, the appropriate technical registrants shall follow...". He stated that the plan does not state who owns the adjoining parcel, whether it is the federal, state government, or farmland. It gives the developer the opportunity for modification regardless of who owns the adjacent property.

Mr. Eulogio Vera, Director of Public Works, explained that polymer manholes have an additional cost, and staff were aware of it when the requirements were implemented. He mentioned that the key difference between polymer and concrete is that polymer comes with a 50-year warranty and is resistant to corrosion. Concrete manholes with t-lock liners are less durable and more expensive to repair and rehabilitate. Furthermore, he informed us that concrete manholes would last 25-35 years, or possibly longer. Many variables can go wrong, which reduces the life expectancy of those manholes. He explained that regarding assurances, there are two (2) different things: the two (2) year warranty and the assurances. According to the subdivision regulations, the assurances are posted, and upon completion of the project, 10% is withheld for the warranty period. Those two (2) things are tied, but they are two (2) different things. He added that the warranty at one point, the Mayor, City Council and staff believed that it was at the best interest of the city, so it was made a requirement to have a two (2) year warranty, the benefit of this is that if some issues arise between the first and second year those issues are covered with the warranty. He stated that it is up to the city to change it to one (1) year; other cities have one (1) year. Registered contractors are required to have a two-year warranty.

Furthermore, he noted that the two-year warranty period benefits the city, as the city will not cover repairs during this time; instead, the developer will be responsible. Mr. Vera explained that the subdivision regulations require the city to receive 100% of the project's cost assurance. Upon project completion, the city releases 90% of the assurance, retaining 10% for the warranty period.

Mr. Leal Rubio clarified that the issue with the road width is not being recommended for change by staff, and this was communicated to stakeholders during the meeting.

2. C. Presentation, followed by discussion on any and all matters regarding regulations establishing recreational amenities requirements and standards for new residential development. (Jose A. Guzman, Director of Development Services)

Mr. Jose A. Guzman, Director of Development Services, mentioned that, based on the direction from the Mayor and City Council to explore the creation of recreational amenities for a new subdivision, the city has hired J2 Consultant to assist staff with the process. This firm has worked with various cities throughout the state and is very familiar with park amenities requirements.

Mr. Shane Hanaman, J2 Design, informed that his company is composed of civil engineers and landscape engineers who specialize in downtown redevelopment and park and recreation. He provided an overview of the proposal's process and methodology. He stated that the recreation guidelines are composed of five (5) sections as follows: Section 1 – Submittal Procedures, Section 2 – General Overview, Section 3 – Site Amenities, Section 4 – Site Furnishings, and Section 5 – Amenity Requirements based on Open Space Size.

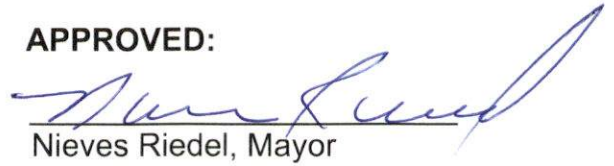
Mr. Guzman indicated that unless the City Council proposes any changes, staff will proceed with the adoption process, which will include public hearings that will allow developers to comment or ask any questions.

Ms. Elizabeth Carpenter of Von Verde Partners noted that developers in smaller cities often lack the budget of those in larger cities. Consultants must therefore consider communities comparable to San Luis, which have similar budgets and income levels for their residents. She stated that she has no problem providing those amenities, but wants to ensure that the city has the budget to maintain them.

3. ADJOURNMENT

Mayor Nieves Riedel adjourned the meeting at 5:53 p.m.

APPROVED:

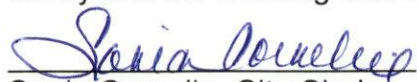

Nieves Riedel, Mayor

ATTEST:


Sonia Cornelio, City Clerk

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the Work Session minutes for the City Council of the City of San Luis, Arizona, held on July 30, 2025. I further certify that the meeting was duly called and held and that a quorum was present.


Sonia Cornelio, City Clerk