



NOTICE OF MEETING OF THE SAN LUIS ECONOMIC DEVELOPMENT COMMISSION

In accordance with Section 38-431.01 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given that the Economic Development Commission of the City of San Luis, Arizona, will hold a regular commission meeting at 4:00 p.m., Wednesday, April 16, 2025. The meeting will take place at the San Luis Council Chambers, located at 1090 East Union Street, San Luis, Arizona, 85349. Everyone from the public is invited to attend the open meeting.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission of access to or treatment of employment in its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in City programs, activities, or services, contact: ADA/Section 504 Coordinator, City of San Luis Human Resources Department, 1090 East Union Street, San Luis, Arizona 85349: (928) 341-8520.

Notice is hereby given that pursuant to A.R.S. § 1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Economic Development Commission are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the City Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.

This notice is given by:

/s/ Yigal Duarte, Economic Development Assistant

AVISO DE JUNTA DE LA COMISION DE DESARROLLO ECONOMICO DE SAN LUIS

De acuerdo con los Estatutos del Estado de Arizona A.R.S. § 38-431.01, se le informa a los miembros de la Comisión de Desarrollo Económico de San Luis y al público en general que la Comisión de Desarrollo Económico de San Luis tendrá una Junta Regular a las 4:00 p.m., el día miércoles, 16 de abril, 2025. La junta se llevara a cabo en el Sala del Cabildo ubicado en el 1090 East Union Street, San Luis, Arizona, 85349. El público está cordialmente invitado a la junta.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación de 1973, la Ciudad de San Luis, Arizona no discrimina por causa de discapacidad la admisión y acceso a sus programas, actividades, servicios o en el trato en cuanto a empleo. Para más información referente a derechos y provisiones del Acta de Americanos con Discapacidades o Sección 504, o para solicitar adaptaciones que sean razonables para la participación en programas, actividades o servicios de la Ciudad, contactar al: Coordinador del Acta de Americanos con Discapacidades/Sección 504, Departamento de Recursos Humanos de la Ciudad de San Luis, Arizona, ubicado en el 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8520.

Por medio de este aviso y de acuerdo con los Estatutos del Estado de Arizona A.R.S § 1-602.A.9, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar el consentimiento ante el Estado o cualquiera de sus subdivisiones políticas para hacer una grabación de audio o video de su hijo menor de edad. Las juntas de la Comisión de Desarrollo Económico de San Luis se graban en audio y/o video y como resultado, el hecho de que haya menores presentes puede ser sujeto a que sean grabados. Para que los padres de familia puedan ejercer sus derechos pueden dar el consentimiento por escrito con la Secretaria de la Ciudad a tal grabación, o tomar acción personal para asegurarse que su hijo menor no esté presente cuando la grabación se lleve a cabo. Si un menor de edad está presente en el momento de la grabación, la Ciudad asumirá que los padres de familia están cediendo los derechos sobre una posible grabación de acuerdo con los Estatutos del Estado de Arizona A.R.S. § 1-602.A.9.

Este aviso es dado por:

/f/ Yigal Duarte, Asistente de Desarrollo Economico



AGENDA
San Luis Economic Development
Commission
Regular Meeting
San Luis Council Chambers
1090 E. Union Street
San Luis, AZ 85349
Wednesday, April 16, 2025
4:00 P.M.

PLEASE NOTE THAT BOARD MEMBERS MAY ATTEND THIS MEETING BY TELEPHONIC COMMUNICATION. *If authorized by a majority vote of the Board of Directors, an executive session will be held immediately following the vote in accordance with A.R.S. §38-431.03(A) and the meeting will be temporarily recessed while the Board retires to executive session which will not be open to the public.*

1. CALL TO ORDER/ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. CONSENT AGENDA

All matters are considered to be routine by the Commission and will be enacted by one motion. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

3. A. APPROVAL OF MINUTES

-Regular San Luis Economic Development Commission meeting held on January 29, 2025.

4. DISCUSSION AND POSSIBLE ACTION ITEMS:

4. A. Discussion and possible action on any and all matters regarding the Historic, Cultural, and Heritage-Based Economic Development Ad Hoc Committee and Designing Local's Historic Survey and Public Art Policy Project. **(Armando Esparza, Director of Economic Development and Designing Local)**

4. B. Discussion and possible action on any and all matters regarding updates from the Economic Development Director, followed by discussion among San Luis Economic Development Commission (SLEDC) members. **(Armando Esparza, Director of Economic Development)**

5. ADJOURNMENT



AGENDA ITEM REVIEW FORM

San Luis Economic Development Commission Meeting

3. A.

Meeting Date: 04/16/2025

Summary

APPROVAL OF MINUTES

-Regular San Luis Economic Development Commission meeting held on January 29, 2025.

Attachments

Minutes

MINUTES
Commission Meeting
San Luis Economic Development Commission
San Luis Council Chamber
1090 E. Union Street
January 29, 2025
4:00 p.m.

MEMBERS OF THE COMMISSION WILL ATTEND EITHER IN PERSON, TELEPHONE, OR VIDEO CONFERENCE COMMUNICATION.

1. **CALL TO ORDER/ROLL CALL BY THE CLERK OF THE BOARD** Chairman Jesus Carrillo called the San Luis Economic Development Commission meeting to order at approximately 4:00 p.m.

ROLL CALL

PRESENT: Jesus Carrillo, Chairman
Salma Marrufo, Vice Chair
Abraham Andrade, Commission Member
Oscar Franco, Commission Member
Eric R. Jones, Commission Member
Linda Padilla, Commission Member
Mary Carmen Lopez, Commission Member (joined virtually)

OTHERS PRESENT:

Armando Esparza, Director of Economic Dev. & Government Affairs
Yigal Duarte, Economic Development Assistant
Buna George, Executive Director of the Greater Yuma Port Authority
Sonia Cornelio, City Clerk
Melissa Lopez, Deputy City Clerk

2. **PLEDGE OF ALLEGIANCE**

Chairman Jesus Carrillo led the Pledge of Allegiance.

3. **PRESENTATIONS**

- 3.A. Presentation by the Greater Yuma Port Authority on Cross-Border Trade and Commerce. **(Buna George, Executive Director)**

Armando Esparza introduced Buna George, Executive Director of the Greater Yuma Port Authority, to members of the Economic Development Commission.

Buna George provided a presentation to Commission Members on the history, board members, milestones, and current initiatives, from the Greater Yuma Port Authority organization. Ms. George further informed Commission Members of the organization's engagement with USMCA Review which involves the North American Free Trade Agreements, as far as tariffs and trade regulations, and how the coming 2026 review will

focus on which countries have been in compliance, whether any violations were recorded, and review accountability among the three countries. Ms. George also addressed the importance of their partnership with the land base Port Authorities of Nogales and Douglas, ADOT, and the Consulates from Mexico.

Mr. Esparza informed Commission Members about the partnership and collaboration with Ms. George to seek grant funding for initiatives focused on workforce development, mobility around Port of Entry I, downtown parking, and an additional grant to complete the design of the extension of County 25 from USDOT.

3.B. Presentation by Economic Development Department of twelve (12) selected businesses for Fuerza Local Business Accelerator Program. (Armando Esparza, Director of Economic Development)

Mr. Esparza described the implementation of a business development initiative in collaboration with Local First Arizona and their Fuerza Local Business Accelerator Program. Mr. Esparza informed Commission Members that out of 38 applications from local business owners, 12 candidates were selected through an interview process and admitted as the first generation of the program.

Mr. Esparza opened the floor so that the following candidates be able to present their business to Commission Members:

- Tortilleria Recien Salidas LLC, by Brenda Arreola and Sergio Esquivel
- Papantla Entertainment LLC, by Jose Antonio Maldonado
- Las Machas de la Heidy LLC, by Heidy Galindo
- Tortas Mexico LLC, by Liban Arce
- The Concept Shop LLC, by Lluvia Marquez
- Maximus Gym LLC, by Martha Alicia Ulloa
- Helados Fiesta, by Geronimo Quezada

Mr. Esparza mentioned that the program will start next month (February) and that both the City of San Luis and the Economic Development Department will promote the 12 businesses in addition to what they will be learning throughout the cohort, and that a graduation ceremony will take place during the month of July.

Commission Member Jones asked if the 12 businesses are currently open. Mr. Esparza replied that the program targets a mixture of both starting and existing businesses. Commission Member Jones concluded by suggesting reaching out to the Yuma County Chamber of Commerce to have assistance with opening and ribbon cutting ceremonies, and mixers.

4. CONSENT AGENDA

4.A. APPROVAL OF MINUTES

-Regular San Luis Economic Development Commission meeting held on October 16, 2024.

MOTION: Chairman Jesus Carrillo/Commission Member Oscar Franco approved the consent agenda as presented. The motion passed unanimously.

The vote was as follows:

Chairman Jesus Carrillo	Aye
Vice Chair Salma Marrufo	Aye
Commission Member Abraham Andrade	Aye
Commission Member Oscar Franco.	Aye
Commission Member Mary Carmen Lopez	Aye
Commission Member Eric R Jones	Aye
Commission Member Linda Padilla	Aye

5. DISCUSSION AND POSSIBLE ACTION ITEMS

5.A. Discussion and possible action on any and all matters regarding the State Historic Preservation Office (SHPO) and Economic Development Efforts. **(Armando Esparza, Director of Economic Development and the SHPO)**

Mr. Esparza stated that in accordance with a policy recommendation found in the City of San Luis 2040 General Plan, the Economic Development Department is reviewing a strategy geared toward historic preservation to enhance economic activity within the community.

Mr. Esparza commented that the Economic Development Department engaged the SHPO a year ago to review the requirements for starting a historic preservation program in San Luis and was suggested to create a commission assigned to oversee the program. Mr. Esparza informed that “research on historic preservation allows for selected buildings or sites to stay the same and attracts outside investment to the community as there exist an industry of people who travel to see historical sites, therefore the department sees this as a strategy to increase the tax base bringing outside people to experience what San Luis has to offer, and increase civic pride for our residents”.

Mr. Esparza introduced Arianna Urban, *Planner III* for the SHPO, to talk more about available programs, opportunities to enhance economic development, and to provide examples of statewide initiatives available through the SHPO.

Ms. Urban presented information about the tasks the SHPO manages in the state of Arizona such as administering the National Register of Historic Places program, maintaining an inventory of historic properties, reviewing federal undertakings and state actions, providing statewide preservation planning assistance, administering the Certified Local Government program, administering federal tax incentive programs, and providing assistance and education to the public. Additionally, Ms. Urban extended an invitation to attend the 2025 Historic Preservation Conference taking place in Phoenix, Arizona, from May 14 to May 17, 2025.

Ms. Urban proceeded to define the difference between heritage preservation and historic preservation and how both are used interchangeably as a tool to help inform and manage change to incorporate and preserve the important historical and culture aspects of a community. Ms. Urban detailed information about the Certified Local Government Program (CLG), a certification process that municipalities go through to make a public commitment to preserve their community’s identity and make sure to meet the needs of their city. Ms. Urban stated that there are 30 CLGs in Arizona. Ms. Urban summarized the requirements for certification to involve an amendment to the City Code to address historic preservation and the creation of a historic preservation commission, and a list of properties with an

understanding of their significant value and visual/physical condition, and whether they have been recognized or received an honorary designation, that can apply for consideration and receive funding. Upon obtaining certification as a CLG, the municipality is given access to grant funding for preservation planning projects, technical assistance in planning/zoning and preservation, training for staff, commissioners, neighborhoods, and public, observe improvements in economic development, tourism, and quality of life, and access to partnerships in regional and statewide preservation networks. Ms. Urban discussed the amounts and process followed with CLG “pass-through” grants. Ms. Urban briefly added information on the National Register of Historic Places and federal income tax incentives.

Ms. Urban concluded her presentation with an example of an economic development success with a historical preservation program and related to the “Goal E-14” section of the City of San Luis 2040 General Plan and the Downtown Redevelopment Project to suggest areas where SHPO can assist with preservation and restoration of buildings and properties.

Ms. Urban added that as seen on information provided to Commission Members, there are federal incentive programs available through USDA’s Arizona Branch for Rural Development to low-income seniors for home improvements and low-interest loans for non-seniors. Mr. Esparza mentioned that the City will work to connect with property owners who would like to access such incentives as neither the City nor the state have incentives available at this time to incentivize development.

Commission Member Jones suggested contacting the remaining founders of San Luis to address historical places that were not listed and supported the creation of the “San Luis Historical Society” with the establishing an historical downtown similar to what was made for Downtown Yuma.

Commission Member Franco stated gratitude for Ms. Urban’s presentation and his interest and support moving forward with the heritage/historic preservation program for San Luis.

Mr. Esparza informed Chairman Carrillo that the bylaws for the San Luis Economic Development Commission allow for the Chairman to propose a motion to create a committee with the current commission members and some from the community to begin work on the economic development strategy mentioned above.

MOTION: Chairman Carrillo/Commission Member Jones, Commission Member Franco to create a committee designated to oversee the heritage/historic preservation program for San Luis. Motion passed unanimously.

The vote was as follows:

Chairman Jesus Carrillo	Aye
Vice Chair Salma Marrufo	Aye
Commission Member Abraham Andrade	Aye
Commission Member Oscar Franco.	Aye
Commission Member Mary Carmen Lopez	Aye
Commission Member Eric R Jones	Aye
Commission Member Linda Padilla	Aye

5.B. Discussion on any and all matters regarding the Economic Development Marketing Brochure Development. (Armando Esparza, Director of Economic Development)

Mr. Esparza informed that the Economic Development Department, the City's Communication Staff, and Vice Chair Marrufo, met with MGM Design to discuss the development of marketing collateral and a marketing campaign for the City of San Luis to be used to provide information to stakeholders in both print and digital format, to inform them about information on commercial and industrial development, and more.

Vice Chair Marrufo provided additional information on the material and discussion addressed during the meeting with MGM Design.

Mr. Esparza requested to move this item to the following meeting to allow for a representative from MGM Design to be present and present a draft of the materials. Chairman Carrillo confirmed decision to move item for the following meeting.

There were no questions or comments from the members of the Economic Development Commission

5.C. Discussion and update of current projects from Economic Development Director. (Armando Esparza, Director of Economic Development)

Mr. Esparza stated that the Economic Development Department is preparing the department's budget for the next fiscal year and will provide additional information for future projects in the next commission meeting. Mr. Esparza informed and invited Commission Members of upcoming meetings that will be held as part of City-wide initiatives such as the Home-Based Business Session taking place on February 19th; Community Connection Event taking place on February 4th, March 4th, and April 1st, 2025.

Mr. Esparza concluded by stating that there is currently one vacant suite at the San Luis Business Incubator program and that the City is working with Arizona Western College on establishing an EV Technician program at the Business Incubator. The program is expected to open during the fall semester. Mr. Esparza also informed that the revision of the Business Incubator program continues to move forward and will inform Commission Members as soon as further updates are available.

Commission Member Jones requested a copy of the slides that were presented in today's meeting. Mr. Esparza to provide copies via email.

Vice Chair Marrufo inquired about a second cohort for the Fuerza Local Business Accelerator Program. Mr. Esparza confirmed that a second cohort will start in August with applications opening between March and April, and that plans are in motion to hold a third cohort.

Commission Member Jones inquired about the "2015 Futures Forum Plan" for San Luis. Mr. Esparza confirmed that the report is available, however, a request was submitted to obtain funding to generate an updated version of the document.

Commission Member Jones stated that there are vacancies of businesses and inquired if a list is available for those properties to be discussed at a future meeting. Mr. Esparza

confirmed that as part of the marketing campaign, the City's website is being updated to include an area where the information on the property and the contact information for the property manager will be available to the public.

There were no questions or comments from the members of the Economic Development Commission

6. ADJOURNMENT

Chairman Carrillo, Commission Member Jones and Commission Member Franco adjourned the meeting at 5:11p.m.

APPROVED:

Jesus Carrillo, Chairman

ATTEST:

Yigal Duarte, Economic Development Assistant

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the San Luis Economic Development Commission meeting of the City of San Luis, Arizona, held on October 16, 2024. I further certify that the meeting was duly called and held and that a quorum was present.

Yigal Duarte, Economic Development Assistant



ECONOMIC DEVELOPMENT COMMISSION AGENDA ITEM REVIEW FORM

San Luis Economic Development Commission Meeting

4. A.

Meeting Date: 04/16/2025

Department Head: Armando Esparza, Director of Economic Development, Economic Development

Submitted By: Yigal Duarte, Economic Development Assistant, Economic Development

ITEM:

Discussion and possible action on any and all matters regarding the Historic, Cultural, and Heritage-Based Economic Development Ad Hoc Committee and Designing Local's Historic Survey and Public Art Policy Project. **(Armando Esparza, Director of Economic Development and Designing Local)**

SUMMARY:

On January 29, 2025, the San Luis Economic Development Commission (SLEDC) discussed the creation of a Historic, Cultural, and Heritage-Based Economic Development Ad Hoc Committee. The Commission, with input from Chairman Jesús Carillo and Vice Chair Salma Marrufo, developed a proposal to explore how cultural and historic preservation could support economic development through job creation, tourism, and revitalization.

On March 12, 2025, the San Luis City Council approved the creation of this Ad Hoc Committee, reaffirming the City's commitment to leveraging its cultural and historic assets as a strategy for economic growth. As a follow-up, on March 26, 2025, the Council authorized a \$30,000 budget transfer to fund Phase I of a Historic Survey and Public Art Policy in partnership with Designing Local. This phase will include public engagement and a cultural resource inventory aligned with the goals of the Ad Hoc Committee. These actions reflect a growing alignment between State Historic Preservation Office (SHPO) programs and the San Luis 2040 General Plan, which calls for preserving community identity, pursuing Certified Local Government (CLG) status, and leveraging heritage as an economic asset.

DESIGNING LOCAL

Firm Background: Designing Local is a woman-owned planning and design firm based in Columbus, Ohio. The team brings deep experience in cultural planning, historic preservation, and arts-based economic development. In Arizona, they've worked on projects in Queen Creek, Surprise, and Peoria, each integrating art, culture, and heritage into downtown development and revitalization strategies.

San Luis Project Timeline (Approx. 6 Months):

- April 2025: Project Kickoff
- May–June 2025: Historic Survey & Community Engagement
- July–August 2025: Public Art Policy Development
- August 2025: Final Deliverables

Similar Projects in Arizona:
Queen

Creek: https://issuu.com/designing_local/docs/queen_creek_art_placemaking_plan_draft_010524_fu
Peoria: https://issuu.com/designing_local/docs/peoria_arts_master_plan_draft_12.3

INVOLVEMENT OF THE COMMISSION AND THE AD HOC COMMITTEE:

SLEDC will be actively involved in the project as key stakeholders. Members may be invited to participate in:

- Short interviews to share insights about historic preservation and economic development.
- Community engagement activities, including:
 - Arte en la Calle on April 25th: Designing Local will host a public engagement booth for feedback and visioning.
 - Site visits in the downtown area to identify potential historic properties and areas for public art.

DISCUSSION ITEMS FOR COMMISSION INPUT

As part of Designing Local's stakeholder outreach, Commission members are encouraged to reflect on and discuss:

- What are some historic or culturally significant properties in San Luis?
- What would you like to see historic properties turned into (e.g., businesses, museums, community spaces)?
- Where should public art be located in San Luis?
- What types of art would reflect and celebrate the identity of San Luis?

Attachments

Historic Survey & Public Art Policy

Moxy

CITY OF SAN LUIS, ARIZONA

HISTORIC SURVEY & PUBLIC ART POLICY

March 10, 2025



DESIGNING LOCAL



March 10, 2025

Armando Esparza
Director of Economic Development and Government Affairs
1090 E. Union Street
P. O Box 1170
San Luis, AZ 85349
928.509.0398 | aesparza@sanluisaz.gov

RE : Historic Survey & Public Art Policy

Dear Armando and Members of the Selection Committee:

On behalf of Designing Local we would like to thank you for the opportunity to submit this proposal to the City of San Luis for the Historic Survey & Public Art Policy project. Based on our understanding, it is clear that economic development, business retention and expansion, good planning, and strong resident and visitor experiences are important to you.

Designing Local is a certified woman-owned business based in Columbus, Ohio that has helped dozens of communities nationwide create vibrant, culturally rich, fun spaces. Our team of planners, placemakers, historic preservationists, designers, and landscape architects can therefore draw on national best practices in the field of public art and placemaking to augment the data analysis and community insights gleaned through this planning process, and to deliver actionable recommendations that allow the City of San Luis a clear path forward for project implementation.

Our approach to achieving these goals through strategic investment in arts and culture begins with helping communities identify their unique qualities and then invest in the enhancement of this identity. This can include public art, placemaking initiatives, urban design, and enhanced opportunities for the creative sector. We look forward to the possibility of working with the City of San Luis to solidify continued investment through the creation of a Historic Survey & Public Art Policy focused on supporting the creative economy in a variety of ways. We understand the need for a plan that outlines strategies in succinct, realistic, and measurable ways.

Our team is excited about this opportunity as planning processes steeped in strategic policy and community voice is where our firm come alive.

Sincerely,

Handwritten signature of Josh Lapp in black ink.


Josh Lapp, AICP
Principal & Co-Founder
josh@designinglocal.com
614.607.1557
(Primary Contact)

Handwritten signature of Amanda Golden in black ink.

Amanda Golden
Managing Principal & Co-Founder

Handwritten signature of Matt Leasure in black ink.

Matt Leasure , PLA AICP LEED AP
Principal



1.

FIRM OVERVIEW



Designing Local is an award-winning, nationally recognized firm that has helped more than 50 US communities create vibrant, engaging, & authentic places.

OVERVIEW

Designing Local is a Columbus, Ohio-based certified woman-owned business dedicated to helping communities connect people to place through culture. Our firm was born from the belief that design, art, culture, historic preservation, and other important unique attributes of communities are often overlooked in the planning process. We bring an authentic curiosity and passion to our work.

APPROACH

Though our work at Designing Local is diverse, it all has the same goal — to connect people to place through culture. Whether in the realm of public art, historic preservation, urban design, or economic development, we get results by engaging with stakeholders in novel ways to get the true pulse of a community. We bring passion and curiosity to our work, creating a planning process that is unique to each community and leads to a clear plan of action. Our open, honest, and clear communication, coupled with our principal-level service, means each planning process is straightforward, thoughtful, and ultimately successful.

PROCESS

Our process is straightforward and simple. Through robust and creative public engagement we help to extract the story of the place in which we are working. We take that story, as told by the community itself, and help translate that into a unique, interesting, powerful built environment. Our team is well equipped to reliably manage projects outside of our region, and we do so regularly by utilizing virtual collaboration tools. Our method of delivering plans that are created for the locals, by the locals, sets us apart from other firms. Intense engagement with community stakeholders, particularly artists and creatives, is the foundation of our work in every community.

FOUNDED
2014

EMPLOYEES
15

LOCATION
20 E. Broad Street
Columbus, Ohio 43215

CERTIFICATIONS
State of Ohio Certified
Women-owned Business
Enterprise (WBE)

Ohio Department of
Transportation Certified
Disadvantaged Business
Enterprise (DBE)

SERVICES
Arts & Culture Planning
Historic Preservation
Public Art Planning
Urban Planning & Design
Landscape Architecture
Community Engagement

The background of the entire page is a photograph of a stained glass artwork. The artwork consists of several vertical panels held together by black leaded glass lines. The panels contain abstract, painterly designs in shades of blue, purple, and brown. The scene is set outdoors, with green foliage and red flowers in the foreground and a building with a white roof in the background. A large, white, sans-serif number '2.' is centered in the upper half of the image.

2.

PROJECT TEAM

JOSHUA LAPP, AICP

PRINCIPAL | DESIGNING LOCAL

PROJECT ROLE: PRINCIPAL IN CHARGE

Josh is a Principal and Co-Founder of Designing Local. He has 14 years of professional experience in urban planning on a variety of project types. Driven by the desire to create actionable plans with easy wins for clients and the community, Josh's favorite projects are those that have a complex issue at the center. His broad knowledge of planning related issues have provided clients with well-rounded, highly researched recommendations to move cultural initiatives forward. At Designing Local, Josh oversees historic preservation tax credits, national register nominations, and historic preservation plans.



RELEVANT EXPERIENCE

Queen Creek Arts & Placemaking Plan

Queen Creek, Arizona | Project Manager

Glenwood Springs Public Art Master Plan

Glenwood Springs, Colorado | Project Manager

Sunrise Historic District Survey

Greeley, Colorado | Principal in Charge

Powell Historic District Survey

Powell, Ohio | Principal in Charge

Frankfort Special Capital District Design Guidelines

Frankfort, Kentucky | Project Manager

Mansfield, Ohio Historic Preservation Plan Update

Mansfield, Ohio | Project Manager

Historic Caldwell Revitalization Plan

Caldwell, Ohio | Placemaking Lead

Vacaville Arts & Culture Master Plan

Vacaville, California | Principal in Charge

Port St. Lucie Public Art Master Plan

Port St. Lucie, Florida | Project Manager

Brockton Publicly Accessible Public Art Plan

Brockton, Massachusetts | Project Manager

Surprise Arts & Culture Master Plan

Surprise, Arizona | Project Manager

Arts Launch Henderson

Henderson, Nevada | Project Manager

Peoria Arts & Culture Master Plan

Peoria, Arizona | Project Manager

West Virginia Historic Preservation Consulting

Statewide | Principal in Charge

EDUCATION

Bachelor of Science in City & Regional Planning, The Ohio State University

ACCREDITATIONS

Member, American Institute of Certified Planners

APPOINTMENTS

Commissioner, Near East Area Commission

Former Chair of Board, Transit Columbus Multi-Modal Advocacy Group

Former Commissioner, Create Columbus Commission

Former Commissioner, Italian Village Historic Review Commission



MEGAN ADORNETTO

HISTORIC PRESERVATIONIST | DESIGNING LOCAL

PROJECT ROLE: PROJECT MANAGER & HISTORIC PRESERVATIONIST

Megan is a skilled designer and historic preservationist with a passion for preserving and studying the evolution of cultural heritage. Megan's expertise includes Autodesk Revit, AutoCAD, SketchUP, and GIS. She has experience in laser scanning, building conditions assessments, and historic property research. Megan has also worked as a freelance designer, creating schematic design packages for clients, and as an intern at an architecture and construction company, where she worked on historic structure projects and created existing conditions models in Revit. With her strong background in design and preservation, Megan is dedicated to keeping tradition alive and ensuring the preservation of cultural heritage for future generations.



RELEVANT EXPERIENCE

Sunrise Historic District Survey

Greeley, Colorado | Project Manager

Powell Historic District Survey

Powell, Ohio | Project Manager

Somerset Historic District Building Assessment

Somerset, Ohio | Historic Preservationist

Amherst Historic Design Guidelines

Amherst, New Hampshire | Historic Preservationist & Researcher

Old West End Design Guidelines

Toledo, Ohio | Historic Preservationist & Researcher

West Virginia Historic Preservation Consulting

Statewide | Project Manager

Historic Property Research for 122 Logan Street*

Charleston, South Carolina | Historic Preservation Researcher

Investigative Report on St. James Church in Goose Creek*

Charleston, South Carolina | Historic Preservation Researcher

Architectural Survey Report of the Old Village*

Mount Pleasant, South Carolina | Historic Preservation Researcher

Preliminary Information Form, Walnut Hill Schoolhouse*

Johns Island, South Carolina | Historic Preservation Researcher

Investigative Report on the Dirleton Plantation House*

Georgetown, South Carolina | Historic Preservation Researcher

Cultural Landscape Report for McLeod Plantation*

James Island, South Carolina | Historic Preservation Researcher

Marble Conservation Report*

Charleston, South Carolina | Historic Preservation Researcher

EDUCATION

Master of Science in Historic Preservation, Clemson University

Graduate Certificate in Historic Preservation, Boston Architectural College

Bachelor of Arts in Interior Design, Kent State University

AFFILIATIONS

Association for Preservation Technology, International

* Projects completed with a previous employer



ANNA TALARICO

CURATOR & ARTS ADMINISTRATOR | DESIGNING LOCAL

PROJECT ROLE: PROJECT MANAGER

Anna brings to Designing Local a nimble skillset in public art implementation and project management; public art procurement; and contemporary art curation; and collection management best practices. As a well-rounded public art and museum professional, Anna has held roles as a museum and exhibitions project manager, independent art curator, and art history educator. Bridging multiple industries, her unique background has shaped her into an inclusive, visionary, and growth-minded leader, who is adept at working independently or collaboratively with stakeholders, internal and external partners, and community members. Her deep knowledge of the contemporary art world and experience with public art commissions has calibrated her ability to translate artists' vision into project deliverables. She thrives in roles in which she is responsible for client and third-party relationships; assessing risk; and general project operations.

RELEVANT EXPERIENCE

Acworth Public Art Plan

Acworth, Georgia | Project Manager

The Point Public Art Plan

Salt Lake City, Utah | Public Art Coordinator

Woodstock Public Art Plan

Woodstock, Georgia | Public Art Curator

Port St. Lucie Public Art Implementation Services

Port St. Lucie, Florida | Public Art Consultant

Riviera Beach Public Art Master Plan

Riviera Beach, Florida | Project Manager

Ormond Beach Public Art Master Plan

Ormond Beach, Florida | Project Manager

Richmond International Airport Public Art Plan

Richmond, Virginia | Public Art Consultant

Smyrna Public Art Consultant

Smyrna, Georgia | Public Art Consultant

Anaheim Public Art Consultant

Anaheim, California | Public Art Consultant

Milpitas Public Art Plan

Milpitas, California | Project Manager

Vacaville Arts & Culture Master Plan

Vacaville, California | Public Art Coordinator

Reimagining Columbus

Columbus, Ohio | Research & Content Curator



LOCATION

Columbus, Ohio

EDUCATION

Master of Arts in Contemporary Art and Curatorial Practice, The Ohio State University

Bachelor of Arts in History of Art, Magna Cum Laude, The Ohio State University

Bachelor of Arts in French, Magna Cum Laude, The Ohio State University

PRIOR EXPERIENCE

Cleveland Museum of Art

Exhibitions Project Manager

FRONT International: Cleveland Triennial for Contemporary Art

Exhibitions Assistant





3.

**COMPARABLE
PROJECTS**



QUEEN CREEK ARTS & PLACEMAKING PLAN

QUEEN CREEK, ARIZONA

Queen Creek, located in the southeastern region of Arizona, has a rich and vibrant history that stretches back to its earliest inhabitants, the Hohokam people. The Downtown Queen Creek Art and Placemaking Plan aims to give the Town of Queen Creek the tools to transform the built environment of the Downtown area using public art and placemaking. Queen Creek is well known for its agricultural legacy that continues to the present day. Art and placemaking will continue to connect and celebrate that legacy, cementing the identity of the community in the eyes of residents and visitors.

Our vision is for public art and placemaking to transform Downtown Queen Creek into an interactive, unique, and vibrant community center. Art and placemaking features encourage residents and visitors to get out and explore the community on two feet or two wheels. These features create destinations and interest in the built environment. Queen Creek is well known for its agricultural legacy that continues to the present day. Art and placemaking could continue to connect and celebrate that legacy, cementing the identity of the community in the eyes of residents and visitors. The Arts and Placemaking Plan creates a vision for transforming Downtown Queen Creek into an interactive, unique, and vibrant community center. As many venues are outside of the Downtown Core, specific focus was on recommendations that contribute to Queen Creek’s agritainment identity. Connect to and display our natural environment. As a community with a rich history but also a dynamic future, art and placemaking elements can build upon and deepen the story of Queen Creek for residents and visitors.

CLIENT
Town of Queen Creek,
Arizona

COMPLETED
2024

SERVICES
Public Art Planning
Community Engagement

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PROJECT FUNDING IN SURPRISE?

PORTION OF CITY FUNDS: PUBLIC ART			alternative:
full	partial	none	

PORTION OF CITY FUNDS: CULTURAL FACILITIES AND AMENITIES			alternative:
full	partial	none	



SURPRISE ARTS & CULTURE MASTER PLAN

SURPRISE, ARIZONA

Surprise, Arizona is a fast growing city in the West Valley of the Phoenix Metro Region. With 125,000 residents and a projected population of 500,000 by 2050, the City and its leaders are looking to arts and culture to help define the City within the vast and growing metro area. In addition to anticipated population growth, Surprise forecasts that 300 more square miles of land will be added to its existing 125 square miles of incorporated land. This provides an opportunity for the city to be proactive in ensure new development is interspersed with arts and culture that reflect the city and its people.

Because of the large scale of the population and land area, the team focused on ensuring that public engagement was accessible and diverse. From Baseball Spring Training to Public Art Bus Tours, the team provided interested engagement opportunities that met the needs of a community whose population includes large numbers of young families and retirees. Great care and attention was paid to integrating the results of other planning efforts to ensure that this plan can be easily implemented alongside others such as the Park and Recreation master plan as the city grows and develops.

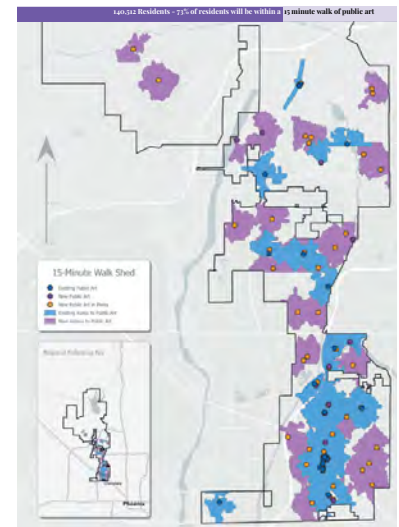
The results of the Surprise Arts & Culture Master Plan cover a diverse array of topics, from recommendations on how to bring more publicly and privately supported public art to the city to encourage the development of large scale cultural venues.

CLIENT
City of Surprise, Arizona

COMPLETED
2018

SERVICES
Arts & Culture Planning
Community Engagement

[CLICK HERE TO SEE THE FINAL PLAN](#)



PEORIA ARTS & CULTURE PLAN

PEORIA, ARIZONA

Peoria is a well-established but fast growing city in the West Valley of the Phoenix Metro Region. The city has long focused on providing public art and cultural amenities for its residents and has had many successes since the adoption of its 2009 Arts Master Plan. With most of the goals from the 2009 plan achieved and the new leadership in places, there was a key opportunity to re-evaluate the program and determine next steps.

The 2022 Peoria Arts & Culture Plan focuses on six key priorities that are bolstered by strategies and big ideas connected to the priorities to support transformational change. Extensive research and mapping supported the needs residents expressed in surveys and interviews: access to arts and culture needed to increase in areas where it is not easily accessible.

CLIENT
City of Peoria, Arizona

COMPLETED
2022

SERVICES
Arts & Cultural Planning
Urban Planning & Design
Community Engagement

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ARTS LAUNCH HENDERSON

CITY OF HENDERSON | HENDERSON, NEVADA

Henderson is a city with a longstanding upward trajectory and now is a unique moment to continue that forward movement with a large-scale focus on arts and culture. Over the previous decades the City of Henderson along with its partners have undertaken numerous arts and culture efforts. This plan builds off these previous informal efforts and seeks to formalize an arts and culture program in order to take the city to the next level of success in the arts.

The plan provides a blueprint by which Henderson can stake its claim as the foremost community for arts and culture in Southern Nevada. We begin by establishing a vision for arts and culture in Henderson and detailing the projects, programs, facilities, and partnerships that can be capitalized upon to advance strategic objectives. We then go in depth into the details of how to operationalize and fund ambitious new initiatives through a formal Arts & Culture Henderson program — as well as how this program would function. Finally, we dream big to explore potential projects that could launch Henderson with a detailed action plan. In addition to public engagement this plan is built upon intention. From the beginning the planning team and city staff determined that this plan should not only be visionary but should also be highly actionable. The plan would also need to be highly policy driven and one of the first outcomes of the planning process was the development of the Henderson Public Art Policy. The plan is also built upon the city's other planning efforts. Throughout the document you will see efforts derived from the Strategic Plan, the Parks and Recreation Master Plan and other planning efforts the city has undertaken.

CLIENT

City of Henderson, Nevada

COMPLETED

2023

SERVICES

Public Art Planning
Community Engagement

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ANAHEIM PUBLIC ART MASTER PLAN

ANAHEIM, CALIFORNIA

While Anaheim is known worldwide for its high-profile tourist attractions, it is also home to unique neighborhoods with rich architecture, numerous beloved parks, and an impressive public art collection. Recognizing the value that public art adds to the city, in 2018, Anaheim City Council renewed its commitment to public art by establishing the Public Art Ordinance.

Despite the COVID-19 pandemic, this plan is a result of extensive public engagement. The consultant team, along with City leadership and staff, worked diligently to engage the public throughout an 18-month process (August 2020-December 2021) and provided ample opportunity for a broad cross-section of the community to participate in shaping the vision for public art in Anaheim. The team held over 40 virtual stakeholder engagement opportunities, including 18 individual interviews, 25 focus groups, and six identical community meetings in each of Anaheim's 6 Council Districts to listen and learn about the community's vision for public art. Participants included business owners, arts organizations, art educators, realtors, private developers, community groups, and engaged residents. Translation services were available on an as-needed basis. 2,149 people participated in a survey. In all, over 3,000 people were engaged. The Public Art Master Plan outlines how the City of Anaheim could fund, manage, and review public art projects in the future. The Anaheim Public Art Master Plan takes an overarching look at Anaheim's legacy of public art while setting a vision for the future and defining how public art will shape Anaheim for years to come.

CLIENT

City of Anaheim, California

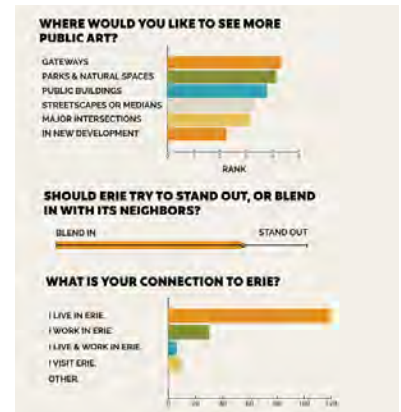
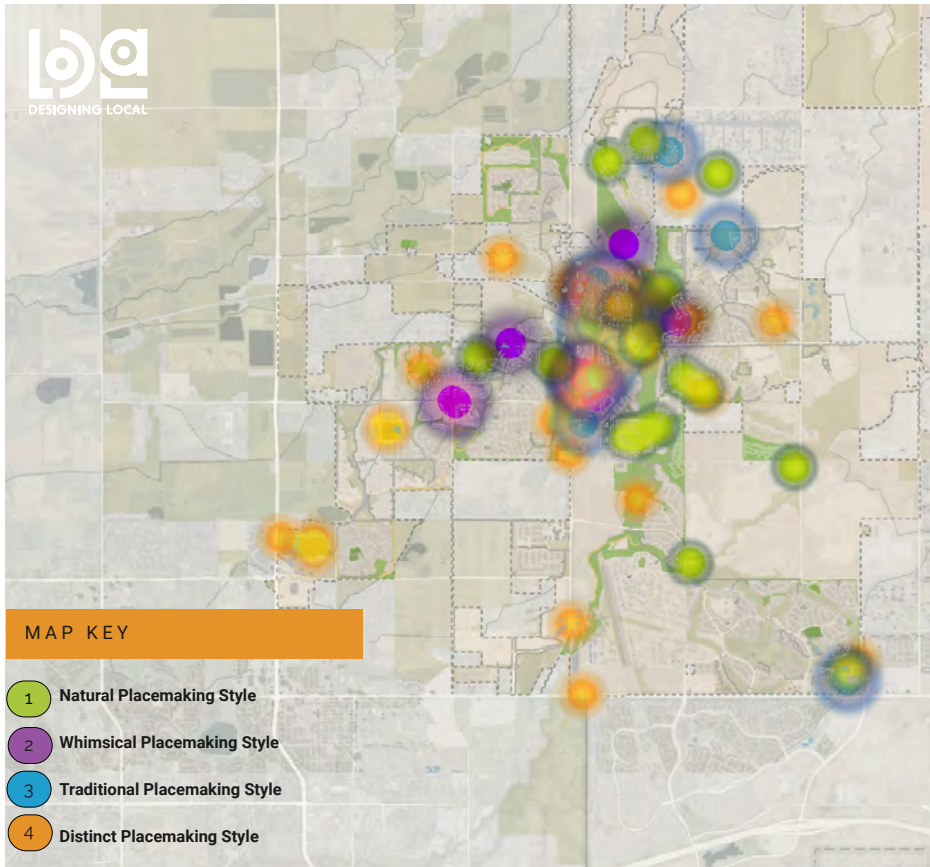
COMPLETED

2020 + Ongoing Services

SERVICES

Public Art Planning
Public Art Implementation
Community Engagement

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ERIE PUBLIC ART & PLACEMAKING PLAN

ERIE, COLORADO

Designing Local is finishing up a comprehensive plan for Erie Colorado to invest in public art and placemaking that propels the community forward while still honoring its past. This plan was created over many months of community engagement, site discovery, and with collaboration from a nationally acclaimed public artist. The insights garnered shaped the vision and objectives for public art and placemaking in Erie to maximize its benefits on the community, tourism, public spaces, and beyond.

This planning process took into account all of the engagement, research, site visits, and the team’s previous experience in public art planning, resulting in recommendations that are based on best practices and are tailored to Erie.

CLIENT

Town of Erie, Colorado

COMPLETED

2024

SERVICES

Public Art Planning
Community Engagement

[CLICK HERE TO SEE THE FINAL PLAN](#)



LEGEND

- HISTORIC DISTRICT BOUNDARY LINE
- FULL RENOVATION
- FACADE/MINOR IMPROVEMENTS



SOMERSET HISTORIC DISTRICT BUILDING ASSESSMENT

SOMERSET, OHIO

As a cornerstone of the community, Somerset’s historic district holds immense cultural and aesthetic value. By meticulously documenting the district’s buildings, the Designing Local team worked to develop a comprehensive review of the architectural gems nestled within this 170-acre area. The assessment report offers a captivating journey through time, revealing the stories embedded within its structures and will be a crucial step to preserve the unique character and rich history of Somerset.

From identifying significant architectural features to assessing the condition of each building, the report provides a detailed snapshot of the district’s current state. By uncovering the historical context of these structures, the report contributes to a deeper understanding and appreciation of Somerset’s past. Ultimately, this comprehensive assessment empowers the community to make informed decisions about the future preservation and revitalization of this treasured historic district.

CLIENT

Mayors’ Partnership for Progress

COMPLETED

2024

SERVICES

Historic Preservation
Urban Planning & Design

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4.

PROJECT APPROACH

PROPOSED SCOPE OF WORK

The proposed scope of work for the preparation of the Placemaking Strategy & Historic Survey is outlined below. The scope should be refined with input from the Client Group. Please note that references to “Client Group” is the City of San Luis Project Manager, city staff and stakeholders and the “Team” is the Designing Local team members.

PHASE I: HISTORIC SURVEY & COMMUNITY ENGAGEMENT

1.01: Kick-Off Meeting. Facilitate a brief meeting with members of the City of San Luis to discuss the Survey area, the project process, opportunities and constraints, and key stakeholders. The Team will meet on-site with the Client Group to tour the selected sites, review the Survey context, mission, goals, meeting schedule, public meetings (if needed), and expected deliverables.

1.02: Design a comprehensive project plan and detailed schedule of the overall timeline for the creation of the Survey. Develop specific milestones to reach within the scope of the project including, but not limited to: timing of any project management meetings, stakeholder meetings, public meetings, and project presentations and reports. This will be refined and monitored by both the Client Group and the Team project manager.

1.03: Background & Historic Research. Review existing documents, various development proposals, meeting minutes, or other elements to determine potential issues to address in the Survey development process. The Team will conduct historic research at local and state repositories for the survey area and period of significance. Once we have a more defined area, the next phase would be to research the properties in detail and prepare appropriate forms.

1.04: Establish strategies for connecting with stakeholders and the community. Develop an engagement framework that helps us meaningfully involve a full range of stakeholders and community members. We will develop this framework with the Client Group directly responsible for this project, but could also draw in city resources, as well as trusted community leaders for their guidance as appropriate. The framework will include an outline of individuals and groups that should be involved in the process, what their role in this process should be, and the best strategies for involving them. The framework will take into account concerns such as “planning fatigue,” language and accessibility, equitable exchange and general trust issues.

1.05: Community Outreach. Facilitate and attend one (1) community meeting or workshop to gather input from the community, address concerns, and provide information about the Survey process and its importance. Coordinate with the Client Group to develop the interactive activities in order to foster dialogue. Conduct public information meeting to discuss the survey project; research themes; and the properties included in the survey.

1.06: Draft Survey Report Outline. Develop a draft of the Survey for initial review. This will be provided to the Client Group and stakeholders for their comments and will support review by city representatives.

1.07: Draft Survey Report. Refine the draft Survey Report for review by the Client Group.

1.08: Final Survey Report. Prepare a Final Survey Report that includes an introduction, research design, research methods, discussion of setting and historic context, results of field investigations, bibliography, appendices, maps of survey area, an assessment of the significance of inventoried properties based on National Register criteria and integrity requirements, and a list of properties that may qualify for listing in the National Register and/or the Arizona Register of Historic Places (ARHP).

Phase I Deliverables

- Work plan and overall timeline of the project;
- Background research that includes photographic documentation of the Survey area;
- Public workshop and presentation materials, including survey;
- Public engagement report including data from public workshops;
- Social media collateral for survey and meeting;
- Draft and Final Survey Report.

PROPOSED SCOPE OF WORK, CONTINUED

PHASE 2: PUBLIC ART POLICY

2.01: Articulation of a common vision for public art in San Luis. A public art program vision will be developed with the understanding that until significant public engagement can occur, the internal vision for the program will guide the research and recommendations of the planning process. This vision, in addition to any existing plans, will become the foundation on which a future Public Art Plan and Placemaking Strategy is built. Each recommendation will be examined for connection to other planning projects. It is understood that the objectives of the Public Art Policy may be subject to change during the planning process. A high-level summary would be performed and the outcomes would include:

- Broad recommendations for temporary art program/process/funding in San Luis;
- Broad recommendations for including Public Art in public spaces;
- Recommendations for the Public Art process for commissioning and selecting artwork in San Luis;
- Identification of best practices for funding sources in cities of comparable size.

2.02: Create a framework to prioritize future planning efforts. The Team will work with the Client Group to select one of the listed outcomes to explore and develop in more detail with the remaining fee.

Phase 2 Deliverables

- Recommendations and prioritization for strategic public art policy.

ASSUMPTIONS

Please note that references to “Client Group” mean the City of San Luis-designated project manager and personnel and the “Team” means Designing Local team members. Our proposed project approach, schedule, and team members are subject to change as we work through the refinement and negotiation of scope, fee, and contract execution for the project.

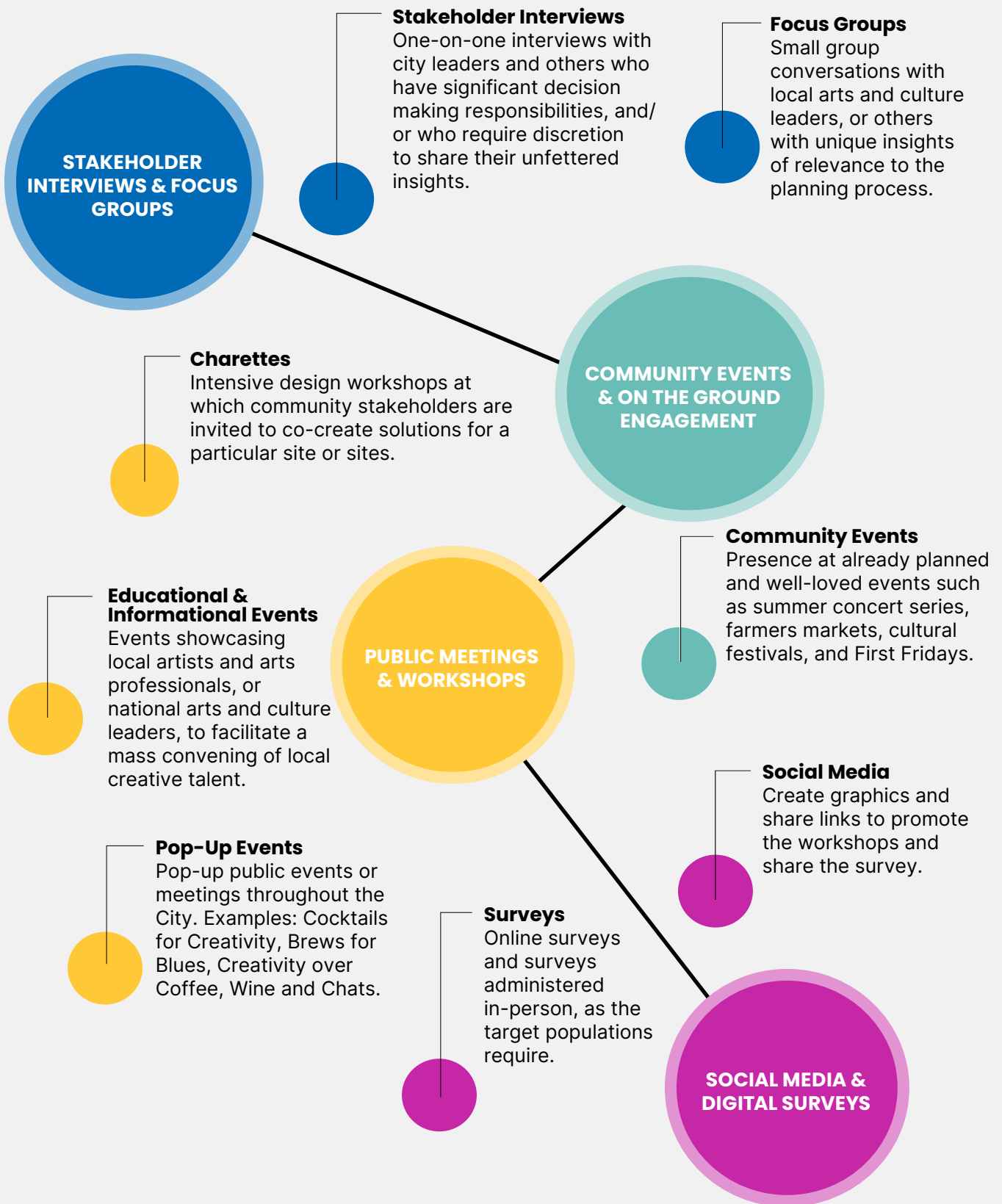
ASSUMPTIONS OF CLIENT GROUP

- This approach will be converted to a detailed scope of work finalized in collaboration with the Client Group that will address coordination among the Client Group staff.
- The Client Group will assist in obtaining any documents and data.
- The Client Group will act as a liaison with the appropriate legislative bodies.
- The Client Group will coordinate document review and supply edits or approvals in a timely manner.
- The Client Group will assist with securing locations for meetings, events, and workshops.
- The Client Group will assist in marketing public workshops to the public through community channels and other local opportunities.

ASSUMPTIONS OF TEAM

- The Team will be prepared to have work sessions and project updates at minimum, bi-weekly with the Client Group.
- The Team will attend all meetings as needed and required and will prepare meeting summaries for the Client Group, including a monthly progress report as requested.
- The Team will prepare presentation materials in suitable formats for all public meetings.
- The Team will take the lead on facilitating all public meetings.
- The Team will respond in a timely manner to any and all questions from the public and the Client Group.
- The Team will serve as a liaison between the Client Group and community stakeholders.
- The Team will brief City of San Luis leadership on plan recommendations, as requested.
- The Team will provide all tools for data collection including but not limited to questionnaires, surveys, etc.

COMMUNITY ENGAGEMENT STRATEGIES & TECHNIQUES



COMMUNITY ENGAGEMENT CAMPAIGNS



GLENWOOD SPRINGS PUBLIC ART MASTER PLAN

[CLICK HERE TO SEE THE FINAL PLAN](#)

The Glenwood Springs City Council and Mayor tasked the Arts and Culture Board with the responsibility to promote awareness, access, and appreciation of the fine, performing, and practical arts among city residents and visitors. The City and the Arts and Culture Board felt that their needs would be best served by the development of a Public Art Master Plan. Like all of us, Glenwood Springs dealt with the pandemic in 2020; in addition, the city received a devastating blow from the Grizzly Creek Fire. These difficulties forced public engagement online throughout the fall and winter of 2020, but thankfully did not derail the collection of feedback. Though the City of Glenwood Springs had long featured public art, it had never established a formal, city-led program. Using the plan, the City of Glenwood Springs formally established a Public Art Program, governed by sound and transparent policies and procedures that will ensure its continued success.

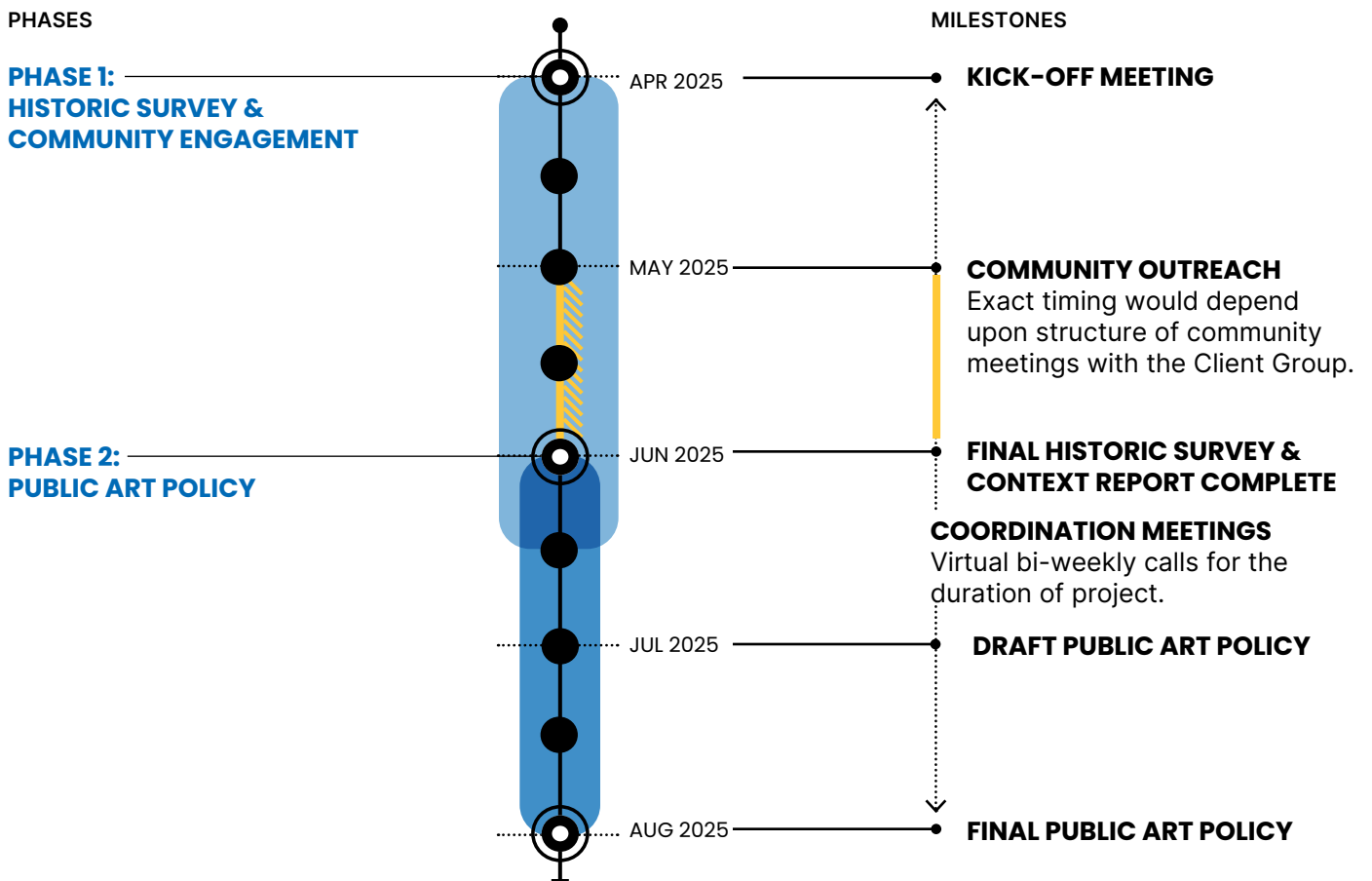


BROCKTON DOWNTOWN PUBLICLY ACCESSIBLE ART POLICY & PLAN

Designing Local is currently finalizing the Downtown Publicly Accessible Art Policy & Plan for Brockton, Massachusetts, which will advance public art in New England's first Black-majority city (and one home to a large number foreign-born residents as well). We have approached this project as a way to help make Brockton's built environment better reflect its growing, changing population. This project included other unique and custom community engagement strategies, including an artist-led community ArtSpeak & Sip educational event and a fun temporary art trail, the Legends of Brockton, that celebrated and promoted the cultural history of Brockton.

PROPOSED SCHEDULE

Designing Local anticipates that this project will require approximately six (6) months to complete. The Team anticipates refinement of the scope of work, and subsequently, the following proposed timeline.



PROPOSED COST STRUCTURE

The following task and fee worksheet is based on the preceding project scope of work. This includes one (1) site tour and one (1) public workshop - and includes travel, expenses, and bi-weekly Client Group meetings. The Team anticipates refinement of the scope of work, and subsequently, the task and fee worksheet. Billing will be performed on monthly intervals.

BASE SCOPE OF WORK		
PHASE 1	HISTORIC SURVEY & COMMUNITY ENGAGEMENT	\$30,000
PHASE 2	PUBLIC ART POLICY	\$5,000
BASE SCOPE OF WORK TOTAL (NOT TO EXCEED)		\$35,000



ECONOMIC DEVELOPMENT COMMISSION AGENDA ITEM REVIEW FORM

San Luis Economic Development Commission Meeting

4. B.

Meeting Date: 04/16/2025

Department Head: Armando Esparza, Director of Economic Development, Economic Development

Submitted By: Yigal Duarte, Economic Development Assistant, Economic Development

ITEM:

Discussion and possible action on any and all matters regarding updates from the Economic Development Director, followed by discussion among San Luis Economic Development Commission (SLEDC) members. **(Armando Esparza, Director of Economic Development)**

SUMMARY:

The Economic Development Director will provide updates on current and upcoming projects that may require input or participation from the Commission. Following the update, Commission members will have an opportunity to discuss additional topics or projects they would like to see addressed. Commissioners may recommend items for inclusion on a future agenda.

RECOMMENDATION / SUGGESTED MOTION:

DISCUSSION ITEM ONLY, NO ACTION.

I MOVE TO REQUEST THAT _____ BE ADDED TO A FUTURE SAN LUIS ECONOMIC DEVELOPMENT COMMISSION MEETING AGENDA.
