

MINUTES
Budget Retreat
Cesar Chavez Cultural Center
1015 N. Main Street
San Luis, AZ 85349
April 17, 2026, at 5:00 p.m.
April 18, 2026, at 8:00 a.m.

April 17, 2026 - Day One

The Mayor and Vice Mayor were absent during this meeting, and as authorized by City Code 2.05.440A1, the Budget Retreat was called to order at 5:02 p.m. by Mrs. Sonia Cornelio, City Clerk. The members of the city council present made a motion to nominate Council Member Luis E. Cabrera as the Acting Mayor during this meeting.

MOTION: Council Member Maria C. Cruz/Council Member Lizeth Servin to nominate Council Member Luis E. Cabrera to chair the Budget Retreat meeting. The motion passed unanimously.

The Vote was as follows:

Council Member Maria Cecilia Cruz	Aye
Council Member Lizeth Servin	Aye
Council Member Esteban C. Rosalez	Aye
Council Member Luis E. Cabrera	Aye

1. CALL TO ORDER/ROLL CALL: Acting Mayor Luis E. Cabrera called the Budget Retreat meeting to order at approximately 5:02 p.m.

PRESENT: Acting Mayor Luis E. Cabrera
Council Member Maria Cecilia Cruz
Council Member Esteban C. Rosales
Council Member Lizeth Servin

ABSENT: Mayor Nieves Riedel
Vice Mayor Javier Vargas
Council Member Tadeo Azael De La Hoya

OTHERS PRESENT: Jenny Torres, City Manager
Sonia Cornelio, City Clerk
Olivia Jenkins, Acting Assistant City Manager
Adela Cortes, Director of Human Resources
Albert Moreno, IT Technician
Alejandra Peru, Court Administrator
Amanda Mahon-Watlington, City Prosecutor
Angel Ramirez, Fire Chief
Angelica Roldan, Director of Parks & Recreation

Armando Esparza, Director of Economic Development &
Government Affairs

Domingo Sosa, Graphics & Media Specialist

Edgar Esparza, Billing & Collections Manager

Enrique Lopez, Assistant Fire Chief

Eulogio Vera, Director of Public Works

Fernando Corona, Information Technology Manager

Francia Alonso, Public Information Officer

Jose A. Guzman, Director of Development Services

Jose Antonio Maldonado, Multimedia Production &
Operations Specialist

Manuel Hernandez, Assistant Director of Public Works

Maria Barajas, Human Resources Manager

Maria Sabori, Risk Management Manager

Michelle Boucher, Police Administrator

Miguel Ramirez, Finance Accounting Manager

Nigel Reynoso, Police Chief

Tomas Sanchez, City Engineer

Anthony Araza, CIP Consultant

Christian Cuevas, Simultaneous Interpreter

Maria Robles, Resident

Perla De La Hoya, Resident

2. DISCUSSION ITEMS:

2. A. Discussion and review on any and all matters regarding the proposed City of San Luis Budget for Fiscal Year 2026-2027 by staff. (Department Heads - April 17, 2026)

Finance Department

Mrs. Roula Encinas, Director of Finance, presented the city's major financial indicators for Fiscal Year 2027. Her presentation includes an overview of projected revenues, projected expenditures, fund balance status, and major cost drivers impacting the fiscal year. She also reviewed long-term financial trends, capital needs, and departmental budget impacts.

Her presentation included the following slides, Budget Timeline, Budget Approach (Zero-Based Budgeting), FY2027 Budget Priorities, Budget Retreat – Key Discussion Topics, Economic and Revenue Outlook, State Revenue Risk: Potential Impact to URS, City Sales Tax Comparison – July to January (FY2025 vs. FY2026), City Sales Tax by Category – FY2025 vs. FY2026 (July-January), Financial Historical Data, Citywide Five-Year Budget Trend (FY2022-FY2027), Citywide Revenue: Actual vs. Budget, Citywide Historical Expenditures: Actual vs. Budget, Citywide Four-Year Actual Financial Performance (FY2022-FY2025), FY2027 Proposed Budget by Fund, Citywide Revenue Proposed FY2027, Citywide Revenue by Category Comparison FY2026 Adopted vs. FY2026 Proposed, Citywide Expenses Proposed FY2027, Citywide Expenditure by Category Comparison FY2026 vs. FY2027 Proposed, Home Rule Option, Employee Compensation Adjustment and Salary Implementation, Salaries Options Proposed FY2027, Budget FY 2027 General Fund Overview, General Fund Revenues, General Fund Expenditures, Budget FY2027 Highway User Overview, General Fund Long-Range Financial Plan Five-Year, Planning for the Future, Best Practices for Fiscal Sustainability Planning, and Points for Consideration. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Capital Improvement Projects – Consulting Engineering Incorporated

Mr. Anthony Araza, Capital Improvements Project Consultant, outlined the objectives of the Capital Improvement Program (CIP) presentation. He reviewed the Arizona Revised Statute requirements for a CIP and provided definitions to distinguish the CIP process from operational budgeting. He discussed the goals of the CIP processes for all departments, noting coordination with the Administration and Finance Departments. Mr. Araza presented the CIP calendar, explaining that this was aligned with the existing budget and finance calendar to ensure consistency between capital revenue forecasting and projected capital expenditures. He explained that CIP projects in the five-year program were consolidated into four (4) categories for clarity and ease of reference, with a future handout planned to illustrate the CIP book format. Mr. Araza also noted that the presentation would include the number of projects by division and category, the dollar amounts for each category in the five-year program, and would conclude with a summary of key findings. His PowerPoint presentation included the following slides: Presentation Objectives, Arizona Revised Statute Requirements for CIPs for Municipalities, What is a Capital Improvement Program?, Goals of the CIP Process, What Types of Projects are in the CIP?, and Conclusion. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Acting Mayor Luis E. Cabrera suggested taking a break.

MOTION: Acting Mayor Luis E. Cabrera/Council Member Lizeth Servin to take a break at 6:22 p.m. Motion passed unanimously.

The vote was as follows:

Council Member Maria Cecilia Cruz	Aye
Council Member Lizeth Servin	Aye
Council Member Esteban C. Rosalez	Aye
Acting Mayor Luis E. Cabrera	Aye

MOTION: Acting Mayor Luis E. Cabrera/Council Member Lizeth Servin to reconvene at 6:38 p.m. The motion passed unanimously.

The vote was as follows:

Council Member Maria Cecilia Cruz	Aye
Council Member Lizeth Servin	Aye
Council Member Esteban C. Rosalez	Aye
Acting Mayor Luis E. Cabrera	Aye

2. B. Discussion and review on any and all matters regarding the proposed changes to the city's health benefits plan for Fiscal Year 2026-2027 by Mr. Dave Madden, Employee Benefits Consultant for CBIZ Benefits & Insurance Services, Inc. (Dave Madden, Employee Benefits Consultant) (April 17, 2026)

Mr. Dave Madden, Employee Benefits Consultant, provided a PowerPoint presentation on an update on the city's employee health insurance costs. Of the \$5.1 million benefits budget, approximately \$4.7 million is for medical and pharmacy coverage. The projected increase for the next fiscal year is 9% to 15%, pending final claims data. Rising costs are largely due to a small number of high-cost claimants and an anticipated \$300,000 - \$400,000 increase in stop-loss insurance. He noted that last year the plan ran at 117% of the budget, while the current year is trending at 93%. The city recently completed a Request for Proposal process and is transitioning to 90 Degrees as the third-party administrator using the Aetna PPO network. Dental costs are expected to rise about 10%. Staff will present the final premium impact to the Employee Benefits Trust for approval of funding. A copy of this presentation is included with the complete agenda packet, filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Mrs. Francia Alonso, Public Information Officer, informed the Acting Mayor and City Council that a brief survey would be displayed for participants. Attendees were asked to scan a QR code and respond to four (4) questions. Responses were reviewed in real time, and staff confirmed that the results would be stored for record-keeping. Ms. Alonso stated that the survey questions for the following day would be different. She thanked the participants for their involvement. A copy of the survey questions and responses is part of the complete agenda packet filed in the City Clerk's Office.

Acting Mayor Luis Cabrera recessed the Budget Retreat at 7:18 p.m. until April 18, 2026, at 8:00 a.m. There was no opposition from the city council.

April 18, 2026 – Day Two

The Mayor and Vice Mayor were absent during this meeting, and as authorized by City Code 2.05.440A1, the Budget Retreat was called to order at 5:02 p.m. by Mrs. Sonia Cornelio, City Clerk. The members of the city council present made a motion to nominate Council Member Luis E. Cabrera as the Acting Mayor during this meeting.

The Budget Retreat reconvened on April 18, 2026, at approximately 8:01 a.m.

MOTION: Council Member Maria C. Cruz/Council Member Lizeth Servin to nominate Council Member Luis E. Cabrera to chair the Budget Retreat meeting. The motion passed unanimously.

The Vote was as follows:

Council Member Maria Cecilia Cruz	Aye
Council Member Lizeth Servin	Aye
Council Member Esteban C. Rosalez	Aye
Council Member Luis E. Cabrera	Aye

Acting Mayor Luis E. Cabrera welcomed attendees to Day 2 of the Budget Retreat. He noted that Department Heads would be presenting and requested that participants write down any questions during the presentation so they may be addressed at the end.

1. CALL TO ORDER/ROLL CALL: Acting Mayor Luis E. Cabrera called the Budget Retreat meeting to order at approximately 8:02 a.m.

PRESENT: Acting Mayor Luis E. Cabrera
Council Member Maria Cecilia Cruz
Council Member Esteban C. Rosales
Council Member Lizeth Servin

ABSENT: Mayor Nieves Riedel
Vice Mayor Javier Vargas
Council Member Tadeo Azael De La Hoya

OTHERS PRESENT: Jenny Torres, City Manager
Sonia Cornelio, City Clerk
Olivia Jenkins, Acting Assistant City Manager
Adela Cortes, Director of Human Resources
Alejandra Peru, Court Administrator
Amanda Mahon-Watlington, City Prosecutor
Angel Ramirez, Fire Chief
Angelica Roldan, Director of Parks & Recreation
Armando Esparza, Director of Economic Development &
Government Affairs

Edgar Esparza, Billing & Collections Manager
Enrique Lopez, Assistant Fire Chief
Eulogio Vera, Director of Public Works
Fernando Corona, Information Technology Manager
Francia Alonso, Public Information Officer
Jeziel Banos, IT Help Desk Technician
Jose A. Guzman, Director of Development Services
Jose Antonio Maldonado, Multimedia Production &
Operations Specialist
Manuel Hernandez, Assistant Director of Public Works
Maria Sabori, Risk Management Manager
Michelle Boucher, Police Administrator
Miguel Ramirez, Finance Accounting Manager
Nigel Reynoso, Police Chief
Roula Encinas, Director of Finance
Tomas Sanchez, City Engineer
Viviana Briones, Administrative Assistant

2. C. Discussion and review on any and all matters regarding the proposed City of San Luis Budget for Fiscal Year 2026-2027 by staff. (Department Heads - April 18, 2026)

Opening Remarks

Mrs. Jenny Torres, City Manager, welcomed everyone to Day Two of the Budget Retreat and reviewed the expectations for the day, including respectful participation, no interruptions, and maintaining professionalism throughout the streamed meeting. She outlined the interactive format, noting that City Council would rotate among department tables every hour and that survey input would be collected again. She reviewed the day's schedule, including a video presentation during lunch. Mrs. Torres then reiterated several key budget challenges discussed on Day One, including raising costs in utilities, health insurance, and construction; continued subsidy of the HURF due to roadway and traffic-related needs; and increasing community expectations. She also noted that although the city balances the budget each year with reserves, those funds should not be relied on to support new discretionary projects. She also emphasized the budget impact on staffing, explaining that approximately 50% of General Fund expenditures are personnel-related, which limits the ability to add new positions. As a result, the focus for the upcoming year is on retaining existing staff through salary adjustments rather than expanding the workforce. She noted that turnover, delayed hiring, and project timing often create a budgetary cushion, but the City must remain mindful of resource limitations and staff workload.

The Acting Mayor and City Council received printed materials outlining the recommended capital projects, staffing changes, and events. Mrs. Torres asked the Acting Mayor and City Council to listen to departmental presentations, take notes, and be prepared to discuss potential adjustments, including shifting or deferring projects and impacts on the five-year plan.

Billing & Collections Division

Mr. Edgar Esparza, Billing & Collections Manager, gave a PowerPoint presentation to provide an overview of the department's accomplishments this fiscal year. His presentation included the following slides: Purpose Statement, AMI Implementation, AMI System, Rate Study FY2027, Kiosk – East Side, Business License, Business License Yard Sale Locator, and Position Reclassification – Business License Coordinator. A copy of this presentation is included with the complete agenda packet, filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Public Works Department

Mr. Eulogio Vera, Director of Public Works, and Mr. Manuel Hernandez, Assistant Director of Public Works, gave a PowerPoint presentation on their department divisions, which included Public Works Administration, Highway Users, Fleet Services, Solid Waste, Water Division, Wastewater Division, and Facilities Maintenance. Their presentation contained the following slides: Highway Users Division, Solid Waste Division, Fleet Services Division, Water Treatment Facilities System Sketch, Water Operations, Wastewater Division, and Facilities Division. A copy of this presentation is included with the complete agenda packet, filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Engineering Department

Mr. Tomas Sanchez, City Engineer, provided an overview of the Engineering Department, which was established in December 2024. He clarified that the department operates independently from Public Works, though they work closely together. The department currently consists of the City Engineer, a Project Manager, a Project Coordinator, and a Senior Technician.

He explained that the department supports multiple city departments by preparing conceptual plans, conducting reviews, and providing various technical services. Responsibilities include reviewing commercial and subdivision plans, ensuring compliance with city standards, and overseeing engineering aspects of Capital Improvement Projects (CIP). The department also coordinates with consultants, reviews design work, and assists Public Works and other departments in completing projects.

Mr. Sanchez gave a PowerPoint presentation that listed the Water and Waste Water Master Plans. A copy of this presentation is included with the complete agenda packet, filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Mrs. Francia Alonso, Public Information Officer, informed the Acting Mayor and City Council that a brief survey would be displayed for participants throughout the meeting. Attendees were asked to scan a QR code and answer four (4) questions; their responses were reviewed in real time. A copy of the survey questions and responses is part of the complete agenda packet filed in the City Clerk's Office.

Fire Department

Mr. Angel Ramirez, Fire Chief, provided an overview of current Fire Department initiatives, operations challenges, and long-term planning considerations. He highlighted ongoing efforts to ensure the department remains relevant and engaged with the community through programs such as the Annual Pancake Breakfast, CTE Firefighter Training Partnerships, CPR Instruction, and public education activities. He noted recent achievements, including a local CTE student becoming a state champion in firefighting. Chief Ramirez emphasized the department's unique role in the county, given the longer transport time from the port of entry to the hospital, which enables firefighters to provide extended advanced life support and monitor patient outcomes more closely. He discussed response time standards required by the Arizona Department of Health Services (AZDHS). The department recently received a three-year renewal of its Certificate of Necessity (CON), valid until October 2028. While the department continues to meet the 10 and 20-minute benchmarks, he noted that the 5-minute benchmark is becoming increasingly difficult to maintain due to growth and construction. Data analysis showed that the majority of near-threshold calls occur south of Cesar Chavez Boulevard and west of 10th Avenue, with a significant concentration at the port of entry. Chief Ramirez expressed the need to plan for improved coverage in that area. He also discussed industry-wide challenges, including increasing vehicle costs and shifting service models. Approximately 80% of calls for service are medical in nature, and he noted that every red department vehicle, including command units, is staffed with a paramedic to provide advanced life support. Chief Ramirez emphasized that maintaining service levels, retaining personnel, and managing rising operational costs will remain priorities for the department.

Chief Ramirez gave a PowerPoint presentation that included the following: Increase Call Volume, Training Captain, Adding three (3) Firefighters, Fire Rescue Truck, SCBA Regulators, SCBA Air Packs, Rescue Tools, Fire Dispatch Station Alerting System, Fire Station #3 Upgrades, Fire Station #2 Phase #2, Ambulance, and Community Impact. A copy of this presentation is included with the complete agenda packet, filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

The Acting Mayor, City Council, and staff took a break at 10:01 a.m. and reconvened at 10:50 a.m.

Police Department

Mr. Nigel Reynoso, Chief of Police, gave a PowerPoint presentation covering Demographics, Calls for Service, Requested Salary Adjustments, Requested New Position, Proposed Capital Projects, ASDPS Local Border Support Fund, and AZDEMA Border Security Fund. A copy of this presentation is included with the complete agenda packet, filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Development Services Department

Mr. Jose A. Guzman, Director of Development Services, gave a PowerPoint presentation covering Reclassifications, New Positions, and Capital Projects. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Economic Development Department

Mr. Armando Esparza, Director of Economic Development & Government Affairs, presented the Economic Development Department's upcoming fiscal year budget and outlined the department's strategic goals. He explained that the goals align with recommendations from the Arizona Association of Economic Development and the International Economic Development Council. The department identified five goals:

1. Business attraction and investment through outreach efforts, trade shows, and partnership activities.
2. Business retention and expansion through direct engagement with local businesses and support services.
3. Expansion of small business development programs, including transitioning current work with PA Local into an in-house initiative.
4. Downtown revitalization.
5. Increasing grant acquisition.

Mr. Esparza noted that the department's proposed capital projects are designed to support and advance these five (5) goals. He gave a PowerPoint presentation that covered EDA Grant: US

Highway 95 Water and Sewer Line Expansion (FY 2026 Carryover), CDBG RA-Merrill Avenue Street Improvements Phase II (Carryover), CDBG SSP – Los Oros Street Improvements Phase III (Los Valles St., Los Portales St., El Chamizal St.), NADBank CAP – Downtown San Luis Master Drainage Infrastructure, ADOT TAP Grant – East Main Canal Shared-Use Path, Cesar Chavez Blvd. Commercial Land Development – State Land Auction Preparation Study (Carryover), Cesar Chavez Blvd. Commercial State Land Purchase, Public Art Program, Historic Preservation & Cultural Revitalization, Small Business Development Program, Data & Business Intelligence – Placer.ai, and Economic Development Strategic Plan. A copy of this presentation is included with the complete agenda packet filed in the City Clerk’s Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

San Luis Municipal Court

Ms. Julissa Alejandra Peru, Court Administrator, gave a PowerPoint presentation that covered Functions, Roles and Responsibilities, Position Request, Structure Review Request, Justification for New Chief Clerk Position, Strengthening the Pillars of Public Safety, Chief Court Clerk Reclassification, Court Administrator Salary Adjustment, Internal Salary Study, FY 2025 Budget Overview: City vs. Court Expenditures, Funding, Capital Improvement Plan New Courthouse, Justice Center, Vision for San Luis Municipal Court, Funding, and Network Circuit Upgrade. A copy of this presentation is included with the complete agenda packet filed in the City Clerk’s Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

City Attorney’s Office

Mrs. Jenny Torres, City Manager, presented on behalf of the City Attorney’s Office and reported one budget request for the upcoming fiscal year: the addition of an Assistant City Attorney position. The purpose of the request is to support ongoing recruitment for an in-house City Attorney and to ensure continuity of legal services by providing backup coverage in the event of vacancies. A copy of this presentation is included with the complete agenda packet filed in the City Clerk’s Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

City Prosecutor’s Office

Ms. Amanda Mahon-Watlington, City Prosecutor, reported that the City Prosecutor's Office has no budget requests for the upcoming fiscal year. She provided an overview of the office's responsibilities, which include prosecuting misdemeanors occurring within the city limits investigated by the San Luis Police Department, as well as occasional cases referred by the Registrar of Contractors.

The office also notifies victims of their rights and assists them in exercising those rights. She noted a continued increase in case filings. She added that, as of early April 2026, case numbers were already 32 higher than the same period the previous year, indicating caseloads will likely continue to rise.

Ms. Mahon-Watlington also summarized key activities from the previous year, including six bench trials, one jury trial, one post-conviction relief petition, handling conflict cases from and to other jurisdictions, reviewing long-form cases, converting 80 warrant files to the digital system, obtaining new system access for criminal history updates and lab results, and developing written procedures for major case-processing steps. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

City Clerk's Office

Mrs. Sonia Cornelio, City Clerk, gave a PowerPoint presentation that covered the New Position Request. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

The Acting Mayor, City Council, and staff took a break at 1:00 p.m. and reconvened at 1:42 p.m.

Parks & Recreation Department

Ms. Angelica Roldan, Director of Parks & Recreation, gave a PowerPoint presentation that covered the department's mission and vision, Senior Center, Recreation, Municipal Pool, Cultural Center, Youth Center, Parks Grounds, Jose Orduño Relight Structure System, Artificial Turf Field Renovation, Parks Assessments, Recreation Facility Expansion, Recreation Gym Upgrades, Recreation Department Indoor Restrooms, Youth Center Gym Floorings, Youth Center Equipment Upgrades, East Community Park, Positions Requested FY 2026-2027, and Special Events. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Human Resources Department

Ms. Adela Cortez, Director of Human Resources, gave a PowerPoint presentation that covered the following slides: Vision, Mission, Values, Organizational Chart, Workforce Allocation, Talent Acquisition FY 25-26, Active Personnel, Workforce Metrics, Training & Development, Goals & Objectives FY 26-27, Growth & Public Service, Economy, and Financial Sustainability. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Risk Management

Ms. Maria Sabori, Risk Management Manager, gave a PowerPoint presentation that covered the following slides: Organizational Chart, Total Inspections, Safety Talks, Safety & Compliance Training, Summary of Work-Related Injuries or Illnesses, Liability Claims, Goals & Objectives FY 26-27, Growth & Public Service, Economy, and Financial Sustainability. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Information Technology

Mr. Fernando Corona, Information Technology Manager, introduced the IT Department's upcoming fiscal year 2027 initiatives. He stated that the department aims to focus on how proposed technology improvements will benefit community members rather than on technical details. He noted that the first major project involves the modernization of citywide systems, with additional projects to follow in the full presentation.

He gave a PowerPoint that included the following slides, Transforming City Services through Technology Modernization that covered, which covered Financial ERP, HR, Payroll, Licensing, Permits Modernization & Cloud Transformation Initiative, Phone System Cloud Migration, Water

Plan to Fleet Building Fiber Optim Link, Data Center Perimeter Wall & Electrical Installation, Fire Dispatch Alerting System Upgrade, and Funding Request – Network & IT Security Administrator. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

City Administration

Ms. Olivia Jenkins, Acting Assistant City Manager, provided an overview of the City Administration Department and its current operations.

The department consists of eight (8) employees, including the Communications Division, City Manager, administrative staff, and front-desk personnel who support between 10 and 14 city departments, as well as seven council members, residents, and outside organizations. The Communications Division manages press releases, social media platforms, media interviews, event photography, graphics, website content, livestreaming of city meetings, video production, and drone footage. Recent accomplishments include launching an updated city website and continuing multimedia support for city events and public communication.

The department noted that, although a new position had been previously considered, the request has been postponed until next year. Staff expressed appreciation for the team's work and their support across all city departments. She gave a PowerPoint presentation covering the Administration Capital Improvement Projects, which included a 2026 Ford Explorer, a 2026 Chevy Tahoe, City Hall Landscape, City Administration Wing Reconfirmation, ADA-Compliant Parking Spaces, Postal Service Cluster Boxes, and Building Remodel. A copy of this presentation is included with the complete agenda packet filed in the City Clerk's Office.

A discussion was held, and the Acting Mayor, City Council, and staff addressed the comments.

Acting Mayor Luis E. Cabrera noted that a group discussion and feedback session had been planned to review the budget presentations from the previous evening and earlier in the day. However, due to the absence of the mayor and two (2) council members, staff recommended postponing the discussion to ensure all elected officials have the opportunity to provide input. He encouraged staff and the city council to take the time to review the proposed projects. Staff were asked to email Ms. Jenny with their recommendations on which projects should move forward and which should not. Once salary figures are finalized, updated budget information will be shared to provide a clearer context on overall financial impacts. Staff emphasized the importance of a collaborative process involving the full council, including the mayor, vice mayor, and all members.

Mrs. Jenny Torres, City Manager, announced plans to hold a budget work session on May 6 and asked council members to confirm their availability. By that date, salary details and proposed adjustments to capital projects and events are expected to be finalized, allowing the council to review the full financial picture and proceed with budget decisions. Before adjourning, staff expressed appreciation to all participants for their work during the two (2) days of presentations and acknowledged the personal time commitment involved. Special thanks were given to the IT and Communications teams, specifically Mr. Jose Antonio Maldonado, Ms. Olivia Jenkins, and Ms. Viviana Briones, for their significant effort in preparing and coordinating the budget session.

The Acting Mayor and the members of the City Council gave their closing remarks.

3. Adjournment

Acting Mayor Luis E. Cabrera adjourned the meeting at 4:22 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 minutes of the Budget Retreat for the City Council of the City of San Luis, Arizona, held on April 17-18, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk