

MINUTES
Work Session
San Luis City Council
San Luis Senior Center
790 E. Cesar Chavez Boulevard
July 14, 2026
9:00 a.m.

1. CALL TO ORDER/ROLL CALL

Vice Mayor Javier Vargas called the Work Session to order at approximately 9:01 a.m.

PRESENT: Council Member Maria Cecilia Cruz
Council Member Luis E. Cabrera (via Teams)
Council Member Tadeo Azael De La Hoya (via Teams; arrived in person at approximately 9:47 a.m.)
Council Member Esteban C. Rosales (arrived at approximately 9:10 a.m.)
Council Member Lizeth Servin
Vice Mayor Javier Vargas (Left at approximately 9:45 a.m. and returned at approximately 10:47 a.m.)

ABSENT: Mayor Nieves Riedel

OTHERS PRESENT: Jenny Torres, City Manager
Adela Cortez, Director of Human Resources
Alan Guevara, Police Lieutenant
Ana Karen Ruiz, Senior Services Coordinator
Angelica Roldan, Director of Parks & Recreation
Antonio Maldonado, Multimedia Production & Operations Specialist

Claudia Montoya, Acting Assistant Director of Parks & Recreation
Francisca Ramirez, Senior Services Manager
Israel Gomez, Records Management Specialist
Israel Lara, IT Technician
Joaquin Campa, Building Official
Jose A. Encinas Partida, Police Officer
Jossue Cerda, IT Support Supervisor
Olivia Jenkins, Acting Assistant City Manager
Victor De La Torre, Safety Officer
Brian De La Hoya, Resident
Carlos Bernal, Resident
Cesar Neyoy, Resident
Gary Snyder, Resident
James Allen Jr, Resident
Lucy Lopez, Reporter
Luis Arreola, Resident

Manuel Rojas, Resident
Matias Rosales, Resident
Perla De La Hoya, Resident

2. ITEM FOR DISCUSSION ONLY:

2. A. Discussion and possible directions to staff on any and all matters regarding the City of San Luis Senior Center Rules and Regulations. (Jenny Torres, City Manager)

Ms. Jenny Torres, City Manager, explained that the purpose of the work session was to review the Senior Center Rules, receive input from members, and discuss any proposed revisions before determining whether changes should be made. She stated that the meeting was intended to provide members with an opportunity to share their comments, concerns, and recommendations regarding the rules.

Before beginning the review, Ms. Torres outlined the work session guidelines and advised that the discussion would be conducted in a fair, orderly, and respectful manner to ensure everyone had an equal opportunity to participate.

She advised that each rule would be reviewed individually to allow members to ask questions and seek clarification. When the discussion reached the two rules of concern, members would be invited to provide comments, offer suggestions for revisions, and participate in the discussion before any vote was taken.

Ms. Torres asked members wishing to speak to raise their hands, wait to be recognized, and state their names for the record. She encouraged respectful dialogue and reminded those in attendance that all comments and differing viewpoints would be heard and considered before any decisions were made.

Ms. Torres concluded by stating that the discussion would be conducted in a fair, orderly, and respectful manner to ensure that all comments could be heard and considered before any decisions were made.

She explained that in June 2024 the city commissioned a comprehensive assessment of the Senior Center to evaluate its operations, facility, activities, and policies. The assessment identified several recommendations for improvement, including the need to update and expand the Senior Center's policies. She noted that the assessment is available for public review and that the city has been implementing improvements gradually, beginning with positive changes such as expanding programs and activities.

Ms. Torres stated that in February 2026 the city reviewed the occupancy capacity of the Senior Center after recognizing that demand exceeded the building's allowable occupancy. At that time, approximately 150 members were registered, while an evaluation conducted by city staff and safety personnel determined that the dining area could safely accommodate only 104 individuals.

She explained that the city's insurance carrier required the implementation of operational controls to address the occupancy issue. The insurer advised that failure to establish appropriate occupancy procedures could result in the city being denied insurance coverage in the event of an incident caused by gross negligence, leaving the city financially responsible for any resulting claims.

She added that as a result, the city adopted an occupancy rule to demonstrate compliance with the insurer's requirements and to protect both the city's liability coverage and the safety of Senior Center members.

Ms. Torres emphasized that the occupancy rule was intended as a temporary measure while the city developed plans to increase the building's capacity. She outlined several planned facility improvements, including relocating the billiards area, replacing the flooring, renovating the restrooms, removing interior obstructions to create additional open space, increasing storage, and widening the opening between activity areas to improve accessibility and allow all members to feel included.

She advised that, because the planned renovations will increase the Senior Center's capacity, the occupancy rule is expected to be removed once construction is completed. She noted that the city had previously informed members that the rule would eventually be eliminated after the renovations were finished.

Ms. Torres also updated members on the construction schedule, explaining that the project was expected to begin in mid-September and continue through December. During construction, the Senior Center would be temporarily closed to ensure public safety. However, to minimize disruptions, the city plans to keep the kitchen operational so meals can continue to be prepared and served. Lunch services and social activities will be temporarily relocated to the Cultural Center for approximately two (2) hours each day while construction is underway.

Ms. Torres expressed her hope that the completed renovations would provide a safer, more functional, and welcoming facility with additional capacity to serve both current and future Senior Center members.

She advised that each rule would be reviewed individually to allow members to ask questions and seek clarification. When the discussion reached the two (2) rules of concern, members would be invited to provide comments, offer suggestions for revisions, and participate in the discussion before any vote was taken.

Ms. Torres asked members wishing to speak to raise their hands, wait to be recognized, and state their names for the record. She encouraged respectful dialogue and reminded those in attendance that all comments and differing viewpoints would be heard and considered before any decisions were made.

Ms. Torres stated that the discussion would be conducted in a fair, orderly, and respectful manner to ensure that all comments could be heard and considered before any decisions were made.

Ms. Olivia Jenkins, Acting Assistant City Manager, provided additional clarification regarding the city's insurance requirements. She explained that the city's liability insurance functions similarly to a homeowner's insurance policy, providing coverage for property damage as well as claims made by third parties who may be injured while on city property. She stated that the city is legally required to maintain liability insurance for all municipal facilities, including the Senior Center, Cultural Center, parks, gymnasium, and other public buildings. She added that as part of that coverage, the insurance carrier establishes occupancy limits based on the safe capacity of each facility to ensure occupants can evacuate safely during an emergency, particularly considering accessibility needs for individuals who use canes, walkers, or other mobility aids.

She explained that exceeding the approved occupancy limit could jeopardize the city's insurance coverage. If an incident were to occur while the facility was operating beyond its authorized capacity, the insurance carrier could deny coverage, making the city financially responsible for any resulting claims or litigation. She emphasized that these requirements apply uniformly to all city-owned facilities and are not unique to the Senior Center. She concluded by asking whether the members had any questions or needed additional clarification regarding the city's insurance requirements.

There were no questions from the members of the Senior Center.

Ms. Torres and Ms. Jenkins then reviewed the fifteen proposed Senior Center Rules, noting that fourteen have been in effect for several years and reflect the longstanding policies governing the operation of the Senior Center. Ms. Torres explained that two (2) rules had generated concerns from members and would therefore be the primary focus of the discussion.

Discussion ensued among the Vice Mayor, Council Members, Ms. Jenny Torres, City Manager; Ms. Francisca Ramirez, Senior Services Manager; and members of the Senior Center. Participants shared comments, asked questions, and received responses and clarifications regarding the proposed Senior Center rules. The discussion provided an opportunity to address concerns, explain the purpose of the proposed rules, and ensure that attendees had a clear understanding of their intent and application.

The following Senior Center members participated in the discussion:

Ms. Aracely De La Hoya
Ms. Beatriz Sanchez
Ms. Bertha Rodriguez
Ms. Edelmira Orduño
Ms. Elisa Lazalde
Ms. Elizabeth Ordoñez
Mr. Enrique Luna
Mr. Esteban Villarreal
Ms. Guillermina Fuentes
Ms. Isabel Machado
Mr. Jesus Estrada Gamez
Mr. Jorge Rosas

Ms. Maria Facundo
Ms. Maria Robles
Ms. Maria Torres
Ms. Maria Villarreal
Ms. Martha Martinez
Mr. Rafael Avalos
Ms. Sofia Rodriguez

The Vice Mayor, Council Members, and Ms. Torres concluded the meeting by thanking the seniors for raising their concerns and participating in the review of the rules. They emphasized the importance of ensuring that everyone understands and is aware of the rules going forward.

3. ADJOURNMENT

Vice Mayor Javier Vargas adjourned the Work Session at approximately 10:55 a.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 14, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk