



NOTICE OF REGULAR COUNCIL MEETING

In accordance with §38-431.02 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Members of City Council and to the general public that the Mayor and Council of the City of San Luis, Arizona will hold a Regular City Council meeting at 7:00 p.m., Wednesday, October 28, 2020. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349.

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 or 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 E. 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 City Council are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recordings. Parents in order to exercise their rights may either file written consent with the City Clerk to such recordings 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/ Sonia Cornelio, City Clerk

AVISO DE JUNTA REGULAR

De acuerdo con los Estatutos del Estado de Arizona A.R.S. § 38-431.02, se le informa a los miembros del Cabildo y al público en general que el Alcalde y el Cabildo, tendrán una Junta Regular a las 7:00 p.m., el día Miércoles, 28 de Octubre del 2020. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación del 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 del Cabildo 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/ Sonia Cornelio, Actuaría de la Ciudad



**AMENDED AGENDA
10/27/2020**

**AGENDA
Regular Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
San Luis, AZ 85349
October 28, 2020
7:00 p.m.**

The October 28, 2020 Regular Council meeting, for the safety of the public during the COVID-19 pandemic, will not have in-person attendance for members of the public.

However, members of the public may listen to the meeting's live audio stream on the City of San Luis' website <https://sanluisaz.gov/listenlive>. Recordings of the meetings will be available on the City's website <https://sanluisaz.gov/listenlive> after the meeting.

Open meetings conducted remotely through technological means are permissible under the March 13, 2020, Arizona Attorney General opinion titled, "Re: Concerns Relating to Arizona's Open Meeting Law and COVID-19" and following the Mayor's March 18, 2020, Continued Declaration of Emergency and Amended Order-Coronavirus Disease-19 and City Council's Order 2020-7 which closed all city buildings and facilities (except the Municipal Court) to public access.

Por la seguridad del público durante la pandemia COVID-19, no habrá asistencia en persona para los miembros del público en la junta regular del Cabildo del 28 de Octubre del 2020.

Sin embargo, los miembros del público pueden escuchar el audio en vivo de la reunión transmitido en el sitio web de la Ciudad de San Luis <https://sanluisaz.gov/listenlive>. Las grabaciones de las reuniones estarán disponibles en el sitio web de la Ciudad <https://sanluisaz.gov/listenlive> después de la reunión.

Las reuniones abiertas realizadas de forma remota a través de medios tecnológicos están permitidas bajo la opinión del Fiscal General de Arizona del 13 de marzo de 2020 titulada "Re: Preocupaciones relacionadas con Open Meeting Law de Arizona y COVID-19" y después de la Declaración de Emergencia Continua del 18 de marzo de 2020 del alcalde y Orden modificada-Enfermedad de Coronavirus-19 y Orden del Ayuntamiento 2020-7 la cual cerró todos los edificios e instalaciones de la ciudad (excepto en la Corte Municipal) al acceso público, para proteger la salud y la seguridad pública y reducir la transmisión de la Enfermedad de Coronavirus 2019 (COVID- 19).

PLEASE TAKE NOTICE THAT MEMBERS OF THE CITY COUNCIL WILL ATTEND EITHER IN PERSON, TELEPHONE, OR VIDEO CONFERENCE COMMUNICATION. THE MAYOR OR ACTING MAYOR FOR THIS MEETING MAY CHANGE THE ORDER OF THE ITEMS; IF AUTHORIZED BY LAW AND BY A MAJORITY VOTE OF A QUORUM OF CITY COUNCIL MEMBERS PRESENT, 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 CITY COUNCIL RETIRES TO EXECUTIVE SESSION WHICH WILL NOT BE OPEN TO THE PUBLIC.

1. **CALL TO ORDER/ROLL CALL 6:58 p.m.**

2. **PLEDGE OF ALLEGIANCE**

3. **INVOCATION**

4. **CONSENT AGENDA**
All matters are considered to be routine by the City Council 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.

4. A. **MINUTES OF** **Approved**
- Work Session held October 7, 2020
- Regular Council meeting held October 14, 2020

4. B. **DISBURSEMENTS FROM OCTOBER 1, 2020 THROUGH OCTOBER 15, 2020** **Approved**
Total Disbursements \$799,352.18
(Seven Hundred Ninety-Nine Thousand, Three Hundred Fifty-Two Dollars and Eighteen Cents)

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

5. A. Discussion and possible action on any and all matters regarding the modification of the general park rules and policies for all open areas and parks around the city. **(Lizandro Galaviz, Director of Parks and Recreation)** **Approved**

5. B. Discussion and possible action on any and all matters regarding Amendment No. 1 of the contract with Valley Collection Service, LLC, for the ambulance collection services. **(Monica Castro, Finance Director)** **Approved**

5. C. Discussion and possible action on any and all matters regarding Resolution No. 2144. A resolution of the Mayor and City Council of the City of San Luis, Arizona amending the assessment for fiscal year 2020/2021 for the Rio Sereno enhanced municipal services district to reduce the tax imposed from \$60,944.00 to \$12,276.00. **(Carlos Cortes, Assistant Director of Finance)** **Approved**

6. **SUMMARY OF CURRENT EVENTS** **Informational Update**
Events by Mayor, Council Members and/or City Manager pursuant to A.R.S. §38-431.02 (K).

7. **ADJOURNMENT 7:41 p.m.**



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

4. A.

Meeting Date: 10/28/2020

Summary

MINUTES OF

- Work Session held October 7, 2020
 - Regular Council meeting held October 14, 2020
-

Attachments

10/7/2020 WS

10/14/2020 RCM

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
October 07, 2020
6:30 p.m.

1. CALL TO ORDER/ROLL CALL: Mayor Gerardo Sanchez called the work session to order at approximately 6:31 p.m.

Mayor and City Council participated remotely due to COVID-19.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Maria Cecilia Cruz
Council Member Mario Buchanan Jr.
Council Member Africa Luna-Carrasco
Council Member Jose Ponce
Council Member Matias Rosales
Council Member Gloria Torres

OTHERS PRESENT: Tadeo A. De La Hoya, City Manager
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Christine Velez, Management Analyst (remotely)
Domingo Sosa, Information Technology
Dylan Stackpole, Associate Planner
Eulogio Vera, Director of Public Works
Fausto Gonzalez, Human Resources Department
Francia Alonso, Assistant to Council/PIO
Jonathan Dumadag, Information Technology Department
Jorge Perez, Billing & Collections Manager
Jose A. Guzman, Director Planning & Zoning
Jose Luis Cisneros, Executive Assistant
Lizandro Galaviz, Director of Parks & Recreation
Marlene Lara, Government and Foreign Affairs Coordinator
Ralph Velez, City Consultant (remotely)
Richard Jessup, Chief of Police
Sondra Matthews, Director of Human Resources

2. ITEMS FOR DISCUSSION ONLY:

2. A. Discussion and possible directions to staff on any and all matters regarding the annual employee recognition event tentatively scheduled for December 11, 2020. (Sondra Matthews, Director of Human Resources)

Ms. Sondra Matthews, Director of Human Resources, informed that every year the city hosts an Employee Recognition event; however, due to the pandemic and gathering restrictions this year, staff asks for City Council's direction on options for holding this event. She mentioned that this year's event is scheduled for December 11, 2020. She commented that this topic was brought up to the event committee. There were several recommendations, such as postponing the event; some proposed a virtual event and/or possibly doing an outdoor event.

Mayor Gerardo Sanchez commented that he believes that an outside event will be appropriate to follow CDC guidelines. He asked the members of City Council for their recommendations.

Council Member Jose Ponce, Vice Mayor Maria Cecilia Cruz, agreed with Mayor Sanchez about holding an outdoor event.

Council Member Matias Rosales stated that it would be hard to keep the social distancing. He agreed with Mayor Sanchez that employees need to be recognized for their hard work and keep them safe at the same time.

Mayor Sanchez mentioned that holding an outdoor event for employees can be socially distance. He commented that the other option would be to postpone the event until next year. He stated that employees have worked hard and believes they all need some recognition.

Ms. Matthews commented that usually, staff starts planning for this event ahead of time. She mentioned that the other option would be merging the employee recognition event with the employee picnic, held yearly around April or May; this will allow more time to plan for the event. She commented that if City Council wishes to continue with this event, then a decision will have to be made soon as staff needs to start preparing.

Vice Mayor Maria Cecilia Cruz suggested doing a survey and asking employees if they are willing to participate in an outdoor event.

Council Member Africa Luna-Carrasco agreed with Vice Mayor Cruz about doing a survey. She mentioned that if employees are not willing to participate the funds used for this event can be utilized to give employees a "Christmas bonus" as part of the recognition.

Council Member Gloria Torres agrees with all suggestions made by other members of City Council.

Council Member Mario Buchanan Jr. asked if holding an outdoor event will make the city liable for what might happen during the event.

Ms. Kay Marion Macuil, City Attorney, replied that the city is always liable during any events. She stated that as long as the event is conducted safely, the city will minimize the risk. She commented that since this would be an event for more than 50 attendees, the Governor's executive order allows cities to allow more attendees if precautions are taken.

Mayor Sanchez directed Ms. Matthews to proceed with a survey as agreed by all City Council members. He suggested sending all employees a survey to determine who will attend the event, directed staff to review the yearly compensation, and recommended increasing the amount. He added that if less than half of the employees are not planning to attend, the event can be canceled.

Ms. Matthews informed that funds set aside for this event is approximately \$15,000.00 to \$20,000.00, which will not be enough to divide between all employees.

Mr. Tadeo A. De La Hoya, City Manager, explained that if the amount is divided amongst employees, that will be \$50.00 per employee and added that the yearly employee compensation is set aside by the Finance Department.

2. B. Discussion and possible directions to staff on any and all matters regarding Order No. 2020-17. An Order of the Mayor and City Council of the City of San Luis, Arizona to authorize the City of San Luis Police Department to receive funding for the Impaired Driver/DUI Alcohol Enforcement and materials and supplies and STEP/Selective Traffic Enforcement Projects by approving Highway Safety Contracts 2021-AL-028 & 2021-PTS-059 between the City of San Luis, Arizona through the San Luis Police Department and the Governor's Office of Highway Safety. (Richard Jessup, Chief of Police)

Mr. Richard Jessup, Chief of Police, informed that the San Luis Police Department had been awarded a total of \$31,300.00 to support additional equipment, overtime, and employee-related expenses to enhance the Driving Under the Influence (DUO) and traffic enforcement throughout the City of San Luis. He asked Mayor and Council to adopt Order No. 2020-17 to accept the funds.

Mayor Gerardo Sanchez thanked Chief Jessup and staff for the great job they have done regarding traffic enforcement. He mentioned that it would be wise for the city to accept the funding as he believes that this year will be a busy holiday. He directed Chief Jessup to proceed with this item as agreed by all members of the City Council.

2. C. Discussion and possible directions to staff on any and all matters regarding modifications to the current Parks and Recreation Fee Schedule. (Lizandro Galaviz, Director of Parks and Recreation)

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that staff has been reviewing the current fee schedule as approved on Resolution No. 770. After reviewing the current fees, staff would like to propose some modifications to the fee schedule and incorporate new areas that can be reserved by the community. He recommended the following changes to the current fee schedule; in Class A-City-Co-sponsored Groups and City of San Luis Agencies, he recommended canceling all those listed from letter A through U, instead of entering into an Intergovernmental Agreement (IGA) with the agency in which the City Manager and the Director of Parks and Recreation will review and approve the IGA and determine if the fees that will be waived.

Mayor Gerardo mentioned that he agrees with Mr. Galaviz and suggested reviewing each organization case by case.

Vice Mayor Maria Cecilia Cruz asked what kind of liability insurance a non-profit needs to utilize a parks facility.

Mr. Galaviz replied that organizations must obtain a \$1 million liability insurance required by the Risk Pool. He added that the city would also require COVID-19 coverage. As stated by the Yuma County Health Department, any orders in place by the Governor and/or the city, and by the Centers for Disease Control and Prevention. Mr. Galaviz also reviewed Resolution No. 770 and the attached Fee Schedule and proposed a new Fee Schedule for the Cultural Center Facility Rental Fees Restrictions Regulations Form 2020 that are included in the complete agenda packet filed in the City Clerk's Office. He stated that staff is open to any recommendations that the Mayor and City Council might have on the proposed changes.

Mayor Gerardo Sanchez directed Mr. Galaviz to proceed with this item, as agreed by the City Council members.

Ms. Kay Marion Macuil, City Attorney, stated that the proposed new fees would be posted on the city's website for 60 days, as required by State Statute.

This allows the community to make any comments on the new fees; then, once the 60 days have passed, this item will come back for Council's approval.

2. D. Discussion and possible directions to staff on any and all matters regarding the modification of the general rules and policies for all open areas and parks throughout the city. (Lizandro Galaviz, Director of Parks and Recreation)

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that staff had done a survey in the community regarding the closing of city parks. The proposed times came out very close, so it will be wise for the City Council to recommend the selected times. Mayor and City Council recommended closing parks at 11:00 p.m. Mr. Galaviz shared the questions and responses done in the survey performed by the Parks and Recreation Department. A copy of the survey responses is included with the complete agenda packet filed in the City Clerk's Office.

Mayor Gerardo Sanchez asked the members of the City Council for any suggestions and/or concerns. They all agree with the survey responses.

Council Member Jose A. Ponce asked if staff has considered doing something regarding pets at the parks; he asked if there any rules regarding this.

Ms. Galaviz informed that this is included in the park rules, stating that owners have to pick up after their dogs. He mentioned that one of the community's suggestions in the survey is that the city should provide more baggie stations. He commented that the only challenge on this request is that stations were being vandalized, and people were taking the whole roll of baggies. He mentioned that other cities have been using plastic bags from the stores instead of using green bags; he asked the Mayor and City Council if they would like to do the same.

Mayor Sanchez replied that using plastics was also a good idea, members of the City Council agreed with Mayor Sanchez.

2. E. Discussion and possible directions to staff on any and all matters regarding brick walls at retention basins within the City of San Luis. (Mayor Gerardo Sanchez and Lizandro Galaviz, Director of Parks & Recreation)

Mayor Gerardo Sanchez stated this item was also discussed a few years ago, staff started on this project, and for some reason it was stopped. He mentioned that the retention walls are now falling apart; some have gaps, and if they are pushed, they will fall.

He asked staff not to neglect the parks and fix those walls as the city will be liable for any damage. He stated that staff should start looking for the walls that are in terrible shape to get repaired right away.

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that staff had identified the priority walls. He added that staff has started to set sprinklers away from the wall so that when the wall gets repaired, they will not damage the walls again. Mr. Galaviz presented the Mayor and City Council with pictures of the park's walls that are a priority. He stated that he would work with the City Administration and Finance Department to develop a plan to implement current and future budgets. He informed that to replace the wall presented, it will have an approximate cost of \$50,000.00.

Council Member Matias Rosales commented that he has noticed that developers have been putting river rocks by the walls to avoid these problems in the future in the new subdivision.

2. F. Discussion and possible directions to staff on any and all matters regarding a walking path at Cesar Chavez Boulevard & 7th Street; and exercise equipment along Urtuzuastegui Street. (Mayor Gerardo Sanchez and Lizandro Galaviz, Director of Parks & Recreation)

Mayor Gerardo Sanchez stated that he asked for this item because Urtuzuastegui Street has been recognized as a very active street to do exercise. He added that he had requested a walking path at Cesar Chavez Boulevard and 7th Street because of the vacant land in that area. He stated that these two (2) items were discussed approximately 4-years ago. He mentioned that for some reason, staff had not done anything in these areas.

Mr. Lizandro Galaviz, Director of Parks and Recreation, stated that staff has been working on it. He added that there is more that needs to be done. He informed that the area belongs to the Yuma County Water User's Association (YCWUA) and that there are restrictions in that area.

Mr. Jose A. Guzman, Director of Planning and Zoning, informed that the YCWUA controls the area. He mentioned that he has been working on an agreement with them to allow the city to install a multi-use pathway along all their canal right-of-way's and other properties they have control over instead of doing individual licenses. He stated that an agreement would be presented in the next couple of weeks.

Mr. Eulogio Vera, Director of Public Works, informed that Mr. Guzman started working on this because staff has not been able to finish the pathways and trails master plan. The city initially made this request to the YCWUA approximately 4-years ago, but it stopped because they requested the city to have city-wide pathways and trails master plan. For this reason, nothing has been done about the walking path on Cesar Chavez Boulevard and 7th Avenue. He mentioned that on the exercise equipment along Urtuzuastegui Street, he recalls obtaining pricing for the irrigation meters and where they could be placed. He noted that he does not remember why this project was not continued.

Mayor Gerardo Sanchez mentioned that he believes this project can be done, as he is not asking for expensive equipment or a fancy walking path. He stated that to promote more green areas and a healthy environment, the city needs to get this project going. He asked staff to work with YCWUA to see what is required from the city to do these two (2) projects.

Vice-Mayor Maria Cecilia Cruz thanked Mayor Sanchez for bringing these two items as they are essential to the community to promote healthy living. She encouraged City Council to continue to place items on the agenda.

Council Member Matias Rosales thanked Mayor Sanchez for bringing these two items back for discussion. He stated that people walking on Cesar Chavez Boulevard and 8th Avenue are at risk of being run over as it is a highly trafficked area. He thanked staff for working with the YCWUA to get this project completed.

Mayor Gerardo Sanchez asked staff to make this project happen and not wait any longer.

2. G. Update on any and all matters regarding the maintenance of sidewalks and benches located on Main Street. (Mayor Gerardo Sanchez; Lizandro Galaviz, Director of Parks & Recreation and Eulogio Vera, Director of Public Works)

Mayor Gerardo Sanchez commented that currently, when sidewalks are washed, they last three (3) weeks clean, but soon farmers will start the season, and sidewalks will need maintenance more often. He stated that he had received comments that the city is not doing enough to keep Main Street clean. He said that he would like to see the sidewalks pressure washed at least once a month; he added that he understands that it is hard to keep the sidewalks and benches clean. He also asked to please maintain the shade structures in good shape.

Mr. Eulogio Vera, Director of Public Works, stated that currently, staff cleans the benches once a week, sidewalks are not done that often, but pressure wash is done once every two (2) months. He agreed with Mayor Sanchez to do the pressure wash frequently now that farmers will start their season. He stated that clean up on Main Street would be increased on sidewalks, benches, and trash.

Mayor Gerardo Sanchez mentioned that he wants to make sure that outside visitors that come through the city get a great impression of the community. He asked staff to maintain the green areas and work on a maintenance plan for Main Street.

Mr. Vera replied that he and his staff would commit to improving the downtown area.

Council Member Matias Rosales asked staff if something can be done about the old payphones as they are not operational.

Mr. Vera replied that staff is currently working on removing the non-operational payphones, and staff will contact the vendor regarding the ones that are operational if staff finds any.

Mr. Lizandro Galaviz, Director of Parks & Recreation, informed that he has been working with Mr. Vera to have a pedestrian flow friendly area on Main Street. The benches and trash receptacles will be in line with the trees so that when there is high traffic, pedestrians will not have to be moving around through plants and benches.

Council Member Africa Luna-Carrasco agreed with Mayor Sanchez on this item, as this item has been brought up for discussion several times, and something has to be done.

Mayor Sanchez thanked staff for the work they have done to give a positive image to the community and visitors.

Mr. Galaviz thanked the Mayor and City Council for keeping staff informed of the priorities the Council wants to see, so that staff can make things better and more attractive.

3. ADJOURNMENT

MOTION: Council Member Matias Rosales/Council Member Africa Luna-Carrasco to adjourn the work session at approximately 8:38 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

APPROVED:

Gerardo Sanchez, 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 Work Session for the City Council of the City of San Luis, Arizona, held on October 7, 2020. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk

MINUTES
Regular Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
October 14, 2020
7:00 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Gerardo Sanchez called the Regular City Council meeting to order at approximately 7:00 p.m.

Mayor, City Council, and some members of staff participated remotely.

PRESENT: Mayor Gerardo Sanchez
Vice Mayor Maria Cecilia Cruz
Council Member Mario Buchanan Jr.
Council Member Africa Luna-Carrasco
Council Member Jose Ponce
Council Member Matias Rosales
Council Member Gloria Torres

OTHERS PRESENT: Tadeo A. De La Hoya, City Manager
Sonia Cornelio, City Clerk
Kay Marion Macuil, City Attorney
Angel Ramirez, Fire Chief
Axel Chayra, Information Technology Technician
Chris Hagen-Velez, Management Analyst (remotely)
Derek Dueñas, Manager of Information Technology
Domingo Sosa, Information Technology Technician
Eulogio Vera, Director of Public Works
Jenny Torres, Economic Development Manager
Jose Guzman, Director of Planning & Zoning
Marlene Lara, Government and Foreign Affairs Coordinator
Nohemy Echavarria, Magistrate
Ralph Velez, City Consultant (remotely)
Richard Jessup, Chief of Police

2. PLEDGE OF ALLEGIANCE

Vice Mayor Maria Cecilia Cruz led the Pledge of Allegiance.

3. INVOCATION

Mr. Richard Jessup, Chief of Police, led the invocation.

4. PROCLAMATIONS

4.A. Arizona Cities & Towns Week - October 18-24, 2020

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Mayor Gerardo Sanchez commented it is important to recognize the different functions towns and cities perform each day, 7 days a week, 365 days of the year. He thanked all governments in the different cities and towns in the State of Arizona.

4.B. Breast Cancer Awareness Month October 2020

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Mayor Gerardo Sanchez mentioned something as simple as an x-ray can detect this disease. He encourage women to have their yearly mammogram done as a preventive measure as it can make a big difference.

4.C. Community Planning Month October 2020

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Mayor Gerardo Sanchez stated community planning has always been an emphasis especially in our city. Without community planning the city cannot plan for the its growth.

4.D. Domestic Violence Awareness Month October 2020

Mrs. Sonia Cornelio, City Clerk, read the proclamation in its entirety.

Mayor Gerardo Sanchez indicated that due to the COVID-19 situation there has been an increase in number of cases of domestic violence. It is very important that the City Council continues to provide support to agencies like Amberly's Place that support victims of domestic violence.

5. CONSENT AGENDA

5.A. MINUTES OF

- Work Session held September 2, 2020
- Regular Council meeting held September 9, 2020
- Regular Council meeting held September 23, 2020

5.B. DISBURSEMENTS FROM SEPTEMBER 12, 2020 THROUGH OCTOBER 2, 2020

Total Disbursements \$1,350,932.06

(One Million, Three Hundred Fifty Thousand, Nine Hundred Thirty-Two Dollars and Six Cents)

5.C. Discussion and possible action on any and all matters regarding Order No. 2020-17. An Order of the Mayor and City Council of the City of San Luis, Arizona to authorize the City of San Luis Police Department to receive funding for the Impaired Driver/DUI Alcohol Enforcement and materials and supplies and STEP/Selective Traffic Enforcement Projects by approving Highway Safety Contracts 2021-AL-028 & 2021-PTS-059 between the City of San Luis, Arizona through the San Luis Police Department and the Governor's Office of Highway Safety. (Richard Jessup, Chief of Police)

MOTION: Council Member Gloria Torres/Council Member Jose Ponce to approve the Consent Agenda as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

6.A. Discussion and possible action on any and all matters regarding the city's acceptance of funds awarded from the Arizona Internet Crimes Against Children (ICAC) Task Force for the purpose such as training, investigations, computer forensics, and public awareness in connection with Internet Crimes Against Children (ICAC). (Richard Jessup, Chief of Police)

Mr. Richard Jessup, Chief of Police, explained that the San Luis Police Department submitted an application with the Phoenix Police Department who is in control of disbursing the funds for this project. The department was awarded \$5,000.00 by the Phoenix Police Department on an ongoing basis through an intergovernmental agreement (IGA). Chief Jessup briefed that there is a website advertising internet sexual crimes not only with children, but with females and adults. Because of this site at 9:15 a.m. on 10/14/2020, there had been 20 different ads posted. By 5:00 p.m., there were over 1,000 ads posted on that site. For the most prominent areas, Yuma is number 4 because it is the gateway between Mexico, California, Phoenix, and the Tucson areas. These \$5,000.00 will assist the San Luis Police Department obtain additional investigative tools and training to the detective department that will help combat what he just announced.

MOTION: Vice Mayor Maria Cecilia Cruz/Council Member Jose Ponce to approve and accept funds awarded from the Arizona Internet Crimes Against Children (ICAC) Task Force as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6.B. Discussion and possible action on any and all matters regarding Order No. 2020-18. An Order of the Mayor and City Council of the City of San Luis authorizing and directing the entering into an intergovernmental agreement with the Yuma Union High School District to indemnify the City of San Luis as required under the temporary San Luis Emergency Proclamation issued September 30, 2020, which allows for volleyball matches at the San Luis High School under strict infection controls for COVID-19. (Kay Marion Macuil, City Attorney)

Ms. Kay Macuil, City Attorney, stated that the high school has begun volleyball and they have very extensive protocols for COVID-19, so Mayor Gerardo Sanchez issued a proclamation allowing that to go forward in the event that some of the games might exceed 50 people. That usually does not happen, however as a precautionary measure, this proclamation is being issued since the gym at the high school is big enough and there are protocols to separate people. In addition, the city needed an indemnity agreement with the high school to make sure the city is covered for any eventuality.

Mayor Gerardo Sanchez indicated that the governor's executive order, in addition to the city's emergency measure requires something like this to occur requires a special proclamation. The indemnity states that the city is not liable financially for any damages or if someone gets COVID-19 during this event. The high school does have a facility big enough, the number of guests will be restricted. The players will not be using their face masks while playing, but will be wearing it at all time while off the court. Everyone attending the games is expected to wear a face mask.

MOTION: Vice Mayor Maria Cecilia Cruz/Council Member Jose Ponce to approve and adopt Order No. 2020-18. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6.C. Discussion and possible action on any and all matters regarding Resolution No. 2143. A resolution of the Mayor and City Council of the City of San Luis, Arizona, relinquishing Friendship Park (6.46 Acres) to the United States of America; repealing any conflicting provision; and providing for severability. (Kay Marion Macuil, City Attorney)

Ms. Kay Macuil, City Attorney, explained that staff presented a resolution in April 2020 and that she received an email from Mr. Anthony Kleppe from General Service Administration (GSA), asking her when the city was going to relinquish Friendship Park. She emailed the resolution adopted by the City Council in April and added she was then informed that the Bureau of Land Management (BLM) needed 6.4 acres relinquished, not 5 acres; since in 2007 the resolution did not properly relinquish those few acres they thought were relinquished. Also, because of COVID-19, they are needing to phase the project, therefore, construction is going to wait for that phasing planning process.

MOTION: Council Member Gloria Torres/Council Member Jose Ponce to approve and adopt Resolution No. 2143. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

Item No. 6.D. will be discussed in executive session in accordance with A.R.S. § 38-431.03(A)

6.D. Discussion and possible action on any and all matters regarding amendment to the approval of Subdivision Case No. 2019-0826F. A request by Core Engineering Group, PLLC, on behalf of Greater Yuma Port Authority, owner, for an amendment to the final plat approval for Magrino Industrial Park Unit 3 Subdivision approved on February 26, 2020. (Jose A. Guzman, Director of Planning and Zoning)

A. Staff presentation.

B. Action on Subdivision Case No. 2019-0826F

7. SUMMARY OF CURRENT EVENTS

Vice Mayor Maria Cecilia Cruz reported that she along with South Yuma County Domestic Violence Coalition and Proverbs 31 Home Board Members participated in the stand against domestic violence on Friday, October 9.

Council Member Jose Ponce reported that he along with Council Member Gloria Torres and Mayor Gerardo Sanchez assisted Gethsemani Church in the distribution of boxes of food to members of the community, which there was a big turnout. He also thanked Pastor Castro for this event.

8. EXECUTIVE SESSIONS

Vote to hold an Executive Sessions pursuant to A.R.S. § 38-431.03(A)(1)(3) and (4).

6.D. Discussion and possible action on any and all matters regarding amendment to the approval of Subdivision Case No. 2019-0826F. A request by Core Engineering Group, PLLC, on behalf of Greater Yuma Port Authority, owner, for an amendment to the final plat approval for Magrino Industrial Park Unit 3 Subdivision approved on February 26, 2020. (Jose A. Guzman, Director of Planning and Zoning)

A. Staff presentation.

B. Action on Subdivision Case No. 2019-0826F

8.A. Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A), subsections (1), (3) and (4) on any and all matters relating to the position of Magistrate and the employment, assignment, appointment, promotion, demotion, dismissal, salary, disciplining, or resignation of the position of the Magistrate, including discussion of possible confirmation of the City Manager's appointment of the Magistrate and/or discussion of approval of terms and/or conditions of said appointment pursuant to San Luis City Code § 34.20, and consultation with the attorney or attorneys of the City regarding the same. (Tadeo A. De La Hoya, City Manager)

8.B. Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A), subsections (1), (3) and (4) on any and all matters relating to the position of Fire Chief and the employment, assignment, appointment, promotion, demotion, dismissal, salary, disciplining, or resignation of the position of Fire Chief, including discussion of possible confirmation of the City Manager's appointment of the Fire Chief and/or discussion of approval of terms and/or conditions of said appointment pursuant to San Luis City Code § 34.04, and consultation with the attorney or attorneys of the city regarding the same. (Tadeo A. De La Hoya, City Manager)

8.C. Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03 (A), subsections (1), (3) and (4) on any and all matters relating to the position of Chief of Police and the employment, assignment, appointment, promotion, demotion, dismissal, salary, disciplining, or resignation of the position of Chief of Police, including discussion of possible confirmation of the City Manager's appointment of the Chief of Police and/or discussion of approval of terms and/or conditions of said appointment pursuant to San Luis City Code § 32.02, and consultation with the attorney or attorneys of the City regarding the same. (Tadeo A. De La Hoya, City Manager)

MOTION: Council Member Mario Buchanan Jr./Council Member Jose Ponce to go into executive sessions at approximately 7:36 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

9. MOTION TO GO BACK INTO REGULAR SESSION

MOTION: Council Member Mario Buchanan Jr./Council Member Jose Ponce to go back to regular session at approximately 10:05 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

9. DISCUSSION AND POSSIBLE ACTION ITEMS:

6.D. Discussion and possible action on any and all matters regarding amendment to the approval of Subdivision Case No. 2019-0826F. A request by Core Engineering Group, PLLC, on behalf of Greater Yuma Port Authority, owner, for an amendment to the final plat approval for Magrino Industrial Park Unit 3 Subdivision approved on February 26, 2020. (Jose A. Guzman, Director of Planning and Zoning)

A. Staff presentation

Ms. Kay Macuil, City Attorney, stated the air form is staff's presentation on this matter and staff recommends the motion as written.

B. Action on Subdivision Case No. 2019-0826F

MOTION: Council Member Matias Rosales/Vice Mayor Maria Cecilia Cruz to amend the plat approval for Magrino Industrial Park Unit 3 Subdivision to allow the construction of improvements in phases as presented; and to allow the issuance of building permits for those lots where a particular phase of improvements have been completed;

and staff is directed to work with Greater Yuma Port Authority to enter a development agreement to provide for such phasing of improvements and such other development issues as the parties deem appropriate. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

9.A. Discussion and possible action on any and all matters regarding the employment contract for the Magistrate. (Tadeo A. De La Hoya, City Manager)

Mr. Tadeo De La Hoya, City Manager, stated staff recommends that the Mayor and City Council extend the Magistrate's contract for a period of two (2) years starting the date of expiration with a five (5) percent salary increase.

MOTION: Council Member Matias Rosales/Vice Mayor Maria Cecilia Cruz to approve as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

9.B. Discussion and possible action on any and all matters regarding the employment contract of the Fire Chief. (Tadeo A. De La Hoya, City Manager)

Mr. Tadeo De La Hoya, City Manager, stated staff recommends that the Mayor and City Council extend the Fire Chief's contract for a two (2) year period to start on the expiration date with a five (5) percent salary increase. The position would be evaluated once a year, with regular limits on vacation and sick time accruals, with no sick time payment, allowing the Fire Chief to teach off duty hours given that the city employment is to be his primary function, and to submit a form for second employment like regular employees.

MOTION: Council Member Matias Rosales/Vice Mayor Maria Cecilia Cruz to approve as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

9.C. Discussion and possible action on any and all matters regarding the employment contract of the Chief of Police. (Tadeo A. De La Hoya, City Manager)

Mr. Tadeo De La Hoya, City Manager, stated staff recommends that the Mayor and City Council approve the Chief of Police current contract for a two (2) year period to start on the expiration date with a five (5) percent salary increase. The position would be evaluated once a year, with regular limits on vacation and sick hours, no sick payment hours upon termination of employment, allowing him to teach off duty hours given that city employment is to be his primary function, and to submit a form for a second employment like regular employees.

MOTION: Vice Mayor Maria Cecilia Cruz/Council Member Mario Buchanan Jr. to approve as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

10. ADJOURNMENT

MOTION: Council Member Mario Buchanan Jr./Council Member Matias Rosales to adjourn the Regular Council meeting at approximately 10:12 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Cruz	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

APPROVED:

Gerardo Sanchez, Mayor

ATTEST:

Sonia Cornelio, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Regular City Council meeting of the City Council of the City of San Luis, Arizona, held on October 14 2020. I further certify that the meeting was dully called and held and that a quorum was present.

Sonia Cornelio, City Clerk



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

4. B.

Meeting Date: 10/28/2020

Summary

DISBURSEMENTS FROM OCTOBER 1, 2020 THROUGH OCTOBER 15, 2020

Total Disbursements \$799,352.18

(Seven Hundred Ninety-Nine Thousand, Three Hundred Fifty-Two Dollars and Eighteen Cents)

Attachments

Disbursements



City of San Luis

Finance Department

COUNCIL MEETING OCTOBER 28, 2020 Disbursement Report from 10/1/2020 to 10/15/2020

<u>Bank Accounts</u>	<u>Check Date</u>	<u>Amount</u>	<u>Schedule</u>
Payroll Check Account	10/1/2020	\$ 4,526.05	Schedule A
Accounts Payable Check Account	10/8/2020	\$ 170,506.03	Schedule B
Payroll Check Account	10/13/2020	\$ 334,351.35	Schedule C
Accounts Payable Check Account	10/15/2020	\$ 289,968.75	Schedule D

Total Disbursements: \$ 799,352.18

Please contact Ms. Monica Castro prior to the meeting if additional information is needed.

Prepared by Angelica V. Castro:

Verified by Director of Finance:

For Council approval on: _____

Mayor: _____

Council: _____

Pay Day Register

Pay Date Range 10/01/20 - 10/31/20

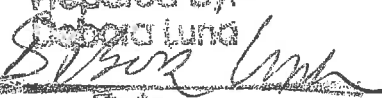
Pay Batch 202010M

Pay Batch 202010M Total

Employees in Pay Batch 7

Female Employees in Pay Batch 3

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
102 - SALARY	.0000	7,550.00	Gross	7,750.00	Dental Council	257.36 .00
806 - TELEPHONE STIPEND	.0000	200.00	Imputed Income		EODCRS - COUNCIL	108.00 1,800.00
Total	0.0000	\$7,750.00	FEDERAL TAX WITHHOLDING	115.13 5,664.24	EODCRS - DISABILITY	2.26 1,800.00
			SOCIAL SECURITY TAX	480.50 7,750.00	EODCRS/EORP LEGACY RATE	997.74 1,800.00
			MEDICARE	112.39 7,750.00	Health Council	6,358.99 .00
			STATE WITHHOLDING	154.06 5,664.24	Retirement Council EORP	3,532.23 5,750.00
			Council Retirement EORP	588.50 5,750.00	Vision Council	79.03 .00
			Dental Council	143.51 .00	Total	\$11,335.61
			EODCRS - COUNCIL	144.00 1,800.00	Workers' Comp	
			EODCRS - DISABILITY	2.26 1,800.00	MUNICIPAL/ TOWN/	135.65 7,750.00
			GARNISHMENT	221.11 .00	Total	\$135.65
			Medical Council	1,155.61 .00	Direct Deposits	
			MISCELLANEOUS	55.00 .00	1st Bank Yuma	729.53
			Vision Council	51.88 .00	Chase Bank	688.14
			Net	\$4,526.05 ✓	Federal Credit Union	939.73
					REALTORS FED CRED UNION	22.54
					Sunbank	919.48
					WASHINGTON FEDERAL	797.17
					Wells Fargo	429.46
					Total	\$4,526.05
					Check	\$0.00

Prepared by:
 Debora Luna

 Date:



City of San Luis

Payment Register

From Payment Date: 10/5/2020 - To Payment Date: 10/8/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
95698	10/08/2020	Open			Accounts Payable	THE ROACH PEST CONTROL	\$70.00		
95699	10/08/2020	Open			Accounts Payable	THOMSON WEST PUBLISHING CO.	\$335.66		
95700	10/08/2020	Open			Accounts Payable	TRI-TECH FORENSICS INC.	\$739.00		
95701	10/08/2020	Open			Accounts Payable	UNIVERSAL BACKGROUND SCREENING INC	\$206.88		
95702	10/08/2020	Open			Accounts Payable	YUMA COUNTY TREASURER	\$92.25		
95703	10/08/2020	Open			Accounts Payable	YUMA OFFICE EQUIPMENT	\$2,006.22		
95704	10/08/2020	Open			Accounts Payable	YUMA REGIONAL MEDICAL CENTER	\$1,119.79		
95705	10/08/2020	Open			Accounts Payable	YUMA SUN INC	\$1,698.00		
95706	10/08/2020	Open			Accounts Payable	YUMA WINNELSON CO.	\$1,708.44		
Type Check Totals:									
1BYPAYABLE - 1st BY Accounts Payable Totals								\$170,506.03	

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	84	\$170,506.03	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	84	\$170,506.03	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	84	\$170,506.03	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	84	\$170,506.03	\$0.00

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	84	\$170,506.03	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	84	\$170,506.03	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	84	\$170,506.03	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	84	\$170,506.03	\$0.00

Prepared By:
Maggie Dominguez
 Date: *Maggie D.*
10/08/2020

Payment Register

From Payment Date: 10/5/2020 - To Payment Date: 10/8/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
95623	10/07/2020	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$221.11		
95624	10/07/2020	Open			Accounts Payable	RDO EQUIPMENT CO.	\$1,350.00		
95625	10/08/2020	Open			Utility Management Refund	AGUILAR, WILFREDO	\$11.39		
95626	10/08/2020	Open			Utility Management Refund	ANINZO, MA AURORA & ROBERT	\$84.54		
95627	10/08/2020	Open			Utility Management Refund	CASTRO, ANGEL J & LIZ F	\$65.54		
95628	10/08/2020	Open			Utility Management Refund	GALLARDO ANGELA & 24/7 REAL STATE SERVICES	\$15.95		
95629	10/08/2020	Open			Utility Management Refund	HAMMOND, PEDRO	\$36.91		
95630	10/08/2020	Open			Utility Management Refund	IBARRA, RAUL PARRA	\$14.20		
95631	10/08/2020	Open			Utility Management Refund	LOPEZ CASSANDRA & LOPEZ SERVANDO	\$169.90		
95632	10/08/2020	Open			Utility Management Refund	MEDINA, CLAUDIA	\$159.37		
95633	10/08/2020	Open			Utility Management Refund	NAVARRETE, VICTOR & JESUS BUSTAMANTE	\$100.37		
95634	10/08/2020	Open			Utility Management Refund	NOMAR DEVELOPMENT INC	\$0.20		
95635	10/08/2020	Open			Utility Management Refund	PALOMARES, ALVARO & ANGELICA RAMIREZ	\$186.66		
95636	10/08/2020	Open			Utility Management Refund	ROJAS, JONATHAN	\$172.44		
95637	10/08/2020	Open			Utility Management Refund	VASQUEZ, BRENDA, M	\$114.44		
95638	10/08/2020	Open			Utility Management Refund	VILLALON, ANDRES & NANCY	\$24.17		
95639	10/08/2020	Open			Utility Management Refund	ZEPEDA, JONATHAN & CAROLINA	\$168.28		
95640	10/08/2020	Open			Accounts Payable	AMERICANA POLYGRAPH & PRIVATE INVESTIGATION	\$300.00		
95641	10/08/2020	Open			Accounts Payable	ARIZONA POLICE PSYCHOLOGY, PLLC	\$600.00		
95642	10/08/2020	Open			Accounts Payable	ARIZONA STATE TREASURER	\$18,516.20		
95643	10/08/2020	Open			Accounts Payable	ARVIZU VILLAR, GLORIA	\$50.00		
95644	10/08/2020	Open			Accounts Payable	BASIC BENEFITS LLC	\$280.00		
95645	10/08/2020	Open			Accounts Payable	CARDENAS, ERNESTO	\$327.00		
95646	10/08/2020	Open			Accounts Payable	CENTERLINE SUPPLY WEST	\$4,997.27		
95647	10/08/2020	Open			Accounts Payable	CENTURYLINK	\$624.57		
95648	10/08/2020	Open			Accounts Payable	CENTURYLINK	\$304.81		
95649	10/08/2020	Open			Accounts Payable	CENTURYLINK	\$11,093.98		
95650	10/08/2020	Open			Accounts Payable	CITY OF SOMERTON	\$12,879.33		
95651	10/08/2020	Open			Accounts Payable	CITY OF YUMA	\$17,971.74		
95652	10/08/2020	Open			Accounts Payable	CORE ENGINEERING GROUP, PLLC	\$448.75		
95653	10/08/2020	Open			Accounts Payable	D & H ELECTRIC INC.	\$545.00		

Payment Register

From Payment Date: 10/5/2020 - To Payment Date: 10/8/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
95654	10/08/2020	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	\$175.00		
95655	10/08/2020	Open			Accounts Payable	DESERT VALLEY POWER SYSTEMS	\$563.95		
95656	10/08/2020	Open			Accounts Payable	DESERT VALLEY SERVICES, INC	\$2,327.68		
95657	10/08/2020	Open			Accounts Payable	DESERT VETERINARY CLINIC PLC	\$399.11		
95658	10/08/2020	Open			Accounts Payable	DESERT WATER	\$19.92		
95659	10/08/2020	Open			Accounts Payable	ENTERPRISE FM TRUST	\$763.76		
95660	10/08/2020	Open			Accounts Payable	ESPINOZA, JOSHUA	\$150.00		
95661	10/08/2020	Open			Accounts Payable	FACTOR SALES, INC.	\$159.43		
95662	10/08/2020	Open			Accounts Payable	FERTIZONA-YUMA L.L.C.	\$2,304.98		
95663	10/08/2020	Open			Accounts Payable	G&T ALARM CO LLC	\$60.00		
95664	10/08/2020	Open			Accounts Payable	GILA ELECTRONIC	\$487.85		
95665	10/08/2020	Open			Accounts Payable	GONZALEZ, JAVIER	\$393.00		
95666	10/08/2020	Open			Accounts Payable	GOODWILL	\$799.24		
95667	10/08/2020	Open			Accounts Payable	GUST ROSENFELD P.L.C.	\$600.00		
95668	10/08/2020	Open			Accounts Payable	HEINFELD, MEECH & CO., P.C.	\$34,706.25		
95669	10/08/2020	Open			Accounts Payable	HILL BROTHERS CHEMICAL CO.	\$3,149.40		
95670	10/08/2020	Open			Accounts Payable	HOPSTETTER'S OFFICE CITY	\$1,540.41		
95671	10/08/2020	Open			Accounts Payable	IPS GROUP INC	\$546.25		
95672	10/08/2020	Open			Accounts Payable	LAWSON PRODUCTS INC.	\$153.48		
95673	10/08/2020	Open			Accounts Payable	LESLIE'S POOL SUPPLY INC.	\$1,126.26		
95674	10/08/2020	Open			Accounts Payable	LIBERTY MOTORSPORTS	\$247.57		
95675	10/08/2020	Open			Accounts Payable	LOU'S GLOVES, INC	\$260.00		
95676	10/08/2020	Open			Accounts Payable	MASTER AUTO GLASS LLC	\$309.48		
95677	10/08/2020	Open			Accounts Payable	MCNEECE BROS. OIL COMPANY, INC	\$21,084.13		
95678	10/08/2020	Open			Accounts Payable	MGM INTERNET SOLUTIONS, INC	\$53.00		
95679	10/08/2020	Open			Accounts Payable	MORA, CESAR	\$393.00		
95680	10/08/2020	Open			Accounts Payable	ONE SOURCE DISTRIBUTOR LLC	\$370.15		
95681	10/08/2020	Open			Accounts Payable	ORTEGA, LUZ	\$75.00		
95682	10/08/2020	Open			Accounts Payable	PACHECO, CARLOS	\$327.00		
95683	10/08/2020	Open			Accounts Payable	PACIFIC ADVANCED CIVIL ENGINEERING INC	\$2,910.00		
95684	10/08/2020	Open			Accounts Payable	PETTY CASH/ ANGELICA CIFUENTES	\$964.90		
95685	10/08/2020	Open			Accounts Payable	PRECISION ELECTRIC CO. INC.	\$472.73		
95686	10/08/2020	Open			Accounts Payable	PRIETO, ERNESTO	\$64.00		
95687	10/08/2020	Open			Accounts Payable	PUBLIC SAFETY CENTER, INC	\$283.88		
95688	10/08/2020	Open			Accounts Payable	R&M ELECTRIC SUPPLY LLC	\$2,082.56		
95689	10/08/2020	Open			Accounts Payable	RAMIREZ ADVISORS INTER- NATIONAL,LLC	\$4,583.33		
95690	10/08/2020	Open			Accounts Payable	RM GRAPHICS	\$342.53		
95691	10/08/2020	Open			Accounts Payable	ROJAS, JOSE	\$327.00		
95692	10/08/2020	Open			Accounts Payable	SAN LUIS AIR CONDITIONING LLC	\$250.00		
95693	10/08/2020	Open			Accounts Payable	SANFORD, JAMES	\$1,125.01		
95694	10/08/2020	Open			Accounts Payable	SMITH, RALPH E. SR.	\$100.00		
95695	10/08/2020	Open			Accounts Payable	SOUTHERN TIRE MART LLC	\$1,292.23		
95696	10/08/2020	Open			Accounts Payable	SOUTHWEST ENTRANCES, INC	\$2,250.00		
95697	10/08/2020	Open			Accounts Payable	THE HOME DEPOT	\$102.20		

Schedule C

Pay Day Register

Pay Date Range 09/26/20 - 10/09/20
Pay Batch 202021

TRANSWESTERN MEXICAN	96.76
U.S. MEX DENTAL - EE &	615.90
U.S. MEX DENTAL - EE &	123.18
UNITED WAY	14.00
US & MEX DENTAL= FAMILY	666.12
US & MEX HEALTH = C	5,266.58
US & MEX HEALTH = FAMILY	6,749.94
US & MEX HEALTH = SP	996.38
VSP - VISION FAMILY	700.92
Net	<u>\$334,351.35</u> ✓

		Gross Base
.00	Workers' Comp	
.00	ANIMAL CONTROL OFFICERS	2,758.45
.00	ATTORNEY- ALL & CLERICAL-	33,412.34
.00	AUTO SERVICE/ REPAIR	9,321.21
.00	BUILDING- NOC OPER BY	28,364.29
.00	BUS COMPANY AND DRIVERS	2,765.61
.00	CLERICAL OFFICE/ LIBRARY/	118,678.10
.00	Electrician	1,932.40
.00	FIREFIGHTERS & DRIVERS	93,079.74
.00	GARBAGE/ ASH/ REFUSE	4,662.27
.00	MUNICIPAL/ TOWN/	5,177.20
.00	PARKS- NOC ALL EMPLOYEES	19,226.62
.00	POLICE OFFICERS	96,917.56
.00	RECREATION- ALL EMPLOYEES/	13,596.37
.00	SEWAGE DISPOSAL/ PLANT	17,938.42
.00	Street or Road Construction	25,203.93
.00	WATERWORKS OPERATIONS	16,169.96
	Total	<u>\$14,608.88</u>

Direct Deposits	Amount
1st Bank Yuma	28,342.45
ACADEMY BANK	2,842.73
Bank of America	1,150.00
Bankcorp	150.00
BBVA COMPASS	969.77
Charles Sch	200.00
Chase Bank	160,248.14
CHASE BANK CA	963.51
chase centro	1,034.91
chase online	1,233.65
Federal Credit Union	35,177.88
FF CREDIT UNION	1,813.72
FIREFIGHTER FIRST CREDIT UNION	4,602.02
GREEN DOT BANK	398.70
National Bank	1,910.37
Navy Federal	17,979.67
NetSpend Corporation DD	120.00
NORTH ISLAND CREDIT UNION	647.23
Sunbank	1,763.07
USAA FEDERAL SAVING	1,258.03
WASHINGTON FEDERAL	977.55
Wells Fargo	66,295.99

Prepared by:
Debra Luna


Edo:

C. Cortes
Prepared by 10-13-2020

Payment Register

From Payment Date: 10/12/2020 - To Payment Date: 10/15/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable Totals									
Checks									
		Status	Count			Transaction Amount		Reconciled Amount	
		Open	71			\$289,968.75		\$0.00	
		Reconciled	0			\$0.00		\$0.00	
		Voided	0			\$0.00		\$0.00	
		Stopped	0			\$0.00		\$0.00	
		Total	71			\$289,968.75		\$0.00	
All									
		Status	Count			Transaction Amount		Reconciled Amount	
		Open	71			\$289,968.75		\$0.00	
		Reconciled	0			\$0.00		\$0.00	
		Voided	0			\$0.00		\$0.00	
		Stopped	0			\$0.00		\$0.00	
		Total	71			\$289,968.75		\$0.00	
Grand Totals:									
Checks									
		Status	Count			Transaction Amount		Reconciled Amount	
		Open	71			\$289,968.75		\$0.00	
		Reconciled	0			\$0.00		\$0.00	
		Voided	0			\$0.00		\$0.00	
		Stopped	0			\$0.00		\$0.00	
		Total	71			\$289,968.75		\$0.00	
All									
		Status	Count			Transaction Amount		Reconciled Amount	
		Open	71			\$289,968.75		\$0.00	
		Reconciled	0			\$0.00		\$0.00	
		Voided	0			\$0.00		\$0.00	
		Stopped	0			\$0.00		\$0.00	
		Total	71			\$289,968.75		\$0.00	

Prepared By:
Maggie Dominguez
 Date: *Maggie D.*
10/15/2020


Payment Register

From Payment Date: 10/12/2020 - To Payment Date: 10/15/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
95707	10/14/2020	Open			Accounts Payable	ARIZONA MUNICIPAL RISK RETENTION POOL - WC	\$83,240.00		
95708	10/14/2020	Open			Accounts Payable	UNITED IRON WORKS & TRUCKS BODY, LLC	\$1,700.00		
95709	10/15/2020	Open			Accounts Payable	BALSINO, PETER, M	\$6.85		
95710	10/15/2020	Open			Accounts Payable	CHARGO PA, GURSTEL	\$26.95		
95711	10/15/2020	Open			Accounts Payable	FOP/ALC	\$390.00		
95712	10/15/2020	Open			Accounts Payable	SAN LUIS POLICE OFFICERS ASSOC	\$375.00		
95713	10/15/2020	Open			Accounts Payable	STANDARD INSURANCE COMPANY	\$8,756.07		
95714	10/15/2020	Open			Accounts Payable	SUPPORT PAYMENT CLEARINGHOUSE	\$3,572.03		
95715	10/15/2020	Open			Accounts Payable	UNITED WAY OF YUMA COUNTY INC.	\$14.00		
95716	10/15/2020	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS ASSOC	\$92.50		
95717	10/15/2020	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS- IAFF	\$1,000.00		
95718	10/15/2020	Open			Accounts Payable	ALSCO, INC	\$356.36		
95719	10/15/2020	Open			Accounts Payable	ALVAREZ, MIGUEL	\$169.00		
95720	10/15/2020	Open			Accounts Payable	ARIZONA SUPREME COURT	\$300.00		
95721	10/15/2020	Open			Accounts Payable	ARIZONA VALLEY REFRIGERATION HEATING & COOLING LLC	\$295.00		
95722	10/15/2020	Open			Accounts Payable	AUTOZONE STORES, INC	\$913.34		
95723	10/15/2020	Open			Accounts Payable	CAT5 COMMERCE LLC	\$128.00		
95724	10/15/2020	Open			Accounts Payable	CDWG	\$8,353.29		
95725	10/15/2020	Open			Accounts Payable	CENTERLINE SUPPLY WEST	\$4,999.94		
95726	10/15/2020	Open			Accounts Payable	CENTURYLINK	\$4,024.54		
95727	10/15/2020	Open			Accounts Payable	CITY OF YUMA	\$304.66		
95728	10/15/2020	Open			Accounts Payable	CMI INC.	\$161.71		
95729	10/15/2020	Open			Accounts Payable	CORDOVA LAW, PLC	\$1,600.00		
95730	10/15/2020	Open			Accounts Payable	G&T ALARM CO LLC	\$78.00		
95731	10/15/2020	Open			Accounts Payable	GOMEZ-DOMINGUEZ, FRANCISCO	\$1,953.07		
95732	10/15/2020	Open			Accounts Payable	GONZALEZ, SAMUEL	\$150.00		
95733	10/15/2020	Open			Accounts Payable	GONZALEZ, JAVIER	\$226.00		
95734	10/15/2020	Open			Accounts Payable	GREATER YUMA ECONOMIC DEV CORP	\$12,813.50		
95735	10/15/2020	Open			Accounts Payable	GUTIERREZ, JUAN, F	\$2,875.00		
95736	10/15/2020	Open			Accounts Payable	HANSBERGER REGRIGERATION & ELECTRIC CO	\$1,496.00		
95737	10/15/2020	Open			Accounts Payable	HERNANDEZ, JERRY	\$1,600.00		
95738	10/15/2020	Open			Accounts Payable	HUGHES FIRE EQUIPMENT, INC.	\$638.92		
95739	10/15/2020	Open			Accounts Payable	IMLA	\$499.00		
95740	10/15/2020	Open			Accounts Payable	INTERNATIONAL INSTITUTE OF	\$150.00		
95741	10/15/2020	Open			Accounts Payable	IRON MOUNTAIN INC	\$1,067.43		
95742	10/15/2020	Open			Accounts Payable	JAMES COOKE & HOBSON INC.	\$6,937.37		
95743	10/15/2020	Open			Accounts Payable	JAMES DAVEY AND ASSOCIATES	\$1,725.00		
95744	10/15/2020	Open			Accounts Payable	JJ KELLER & ASSOCIATES	\$1,475.35		
95745	10/15/2020	Open			Accounts Payable	LA BODEGA, LLC	\$553.56		



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5. A.

Meeting Date: 10/28/2020

Department Head: Lizandro Galaviz, Director of Parks & Recreation, Parks & Recreation Department

Submitted By: Crystal Fragozo, Administrative Assistant, Parks & Recreation Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the modification of the general park rules and policies for all open areas and parks around the city. **(Lizandro Galaviz, Director of Parks and Recreation)**

SUMMARY:

The Parks & Recreation Department has been reviewing the general rules and policies for all open green areas and parks around the city that are currently in place. Upon reviewing the current rules and policies, staff would like to recommend some modifications and updates. Currently, the rules and policies are very limited, and staff would like to update them in order to support the maintenance of all green areas and parks as well as enforcing rules and policies. Staff is also open to any recommendations that City Council may have.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE MODIFICATION OF THE GENERAL PARK RULES AND POLICIES AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: N/A

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: N/A

FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):

N/A

Attachments

Modified Park Rules & Policies

Parks Survey Questions

Park Rules & Policies

1. Vehicles are prohibited in park area (Authorized Vehicles or Equipment Only)
2. Individual or groups with reservation permits have priority use
3. Alcohol Permits are required to consume alcohol at park-designated areas.
4. Glass Beverage containers are prohibited.
5. Park Hours: Sunrise to 11 pm. (Unless authorized by City)
6. Dogs must be on a leash and owners clean-up after pet.
7. Non-Supervised facility when not in use for City events.
8. Serious injuries are possible when using facility (Use at Own Risk)
9. No soliciting/loitering/littering in park area
10. Disorderly conduct, loud music , unlawful or dangerous activities are prohibited
11. No overnight parking/camping in accordance with Ordinance 388
12. This is a tobacco and drug free area.
13. Report hazards, damaged equipment or vandalism. Damaging property is a crime.

Reservations can be done at Parks and Rec. Office (928) 341-8535

For reporting issues (San Luis Police Department): (928) 341-2420 or Emergencies Dial **911**

Follow public health orders of the Arizona Governor, County Health District, and City of San Luis

Skate Park Rules

1. Skateboard at your own risk (This is a non-supervised facility)
2. Helmets and protective equipment must be worn at all times.
3. No loud music or inappropriate behavior tolerated.
4. This is a tobacco/alcohol and drug free area.
5. No bikes allowed. (Skateboards and In-Line skates only)
6. Park is open from sunrise to 11 pm. (Unless authorized by City)

To report repairs or concerns: Parks and Recreation Office (928)341-8535

For reporting issues (San Luis Police Department): (928) 627-5436 or Emergencies 911

Follow public health orders of the Arizona Governor, County Health District, and City of San Luis

Parks & Recreation Survey

Question Number 1:

What time would you prefer our City Parks to close?

A que hora prefiere que cierren nuestros parques?

- 10:00 PM
- 11:00 PM

Question Number 2:

What do you enjoy the most about our City Parks

Que es lo que mas disfruta de nuestros parques?

- Ability to walk in the afternoons
- Walking in the parks and feeling safe while doing so
- Playgrounds and amenities (Soccer fields, basketball courts, tennis courts, softball/baseball fields)
- Sport fields (Soccer fields, basketball courts, tennis courts, softball/baseball fields)
- Park cleanliness and maintenance
- Beautiful green areas
- Sport leagues, activities & tournaments
- Landscape & Ramadas
- City events
- Green park areas and their cleanliness
- Safe park equipment for children
- Feeling of safety in the Park and sport fields
- Swimming pool and the swimming lessons
- Recreation & Park facilities
- Organized sport season/leagues/activities
- Family environment
- Variety of sports for families to choose from
- Batting Cages
- Being able to socialize with others
- Soccer league & tournaments
- Accessibility & personal in charge
- The community
- Proximity of parks with neighborhoods
- Ability to walk dogs

- Fresh air
- Entertainment area rentals
- Restrooms
- Youth Center boxing classes

Question Number 3:

What additions would you like to see at your local parks?

Que adiciones les gustaria ver en sus parques locales?

- More shades / ramadas
- More shades for playgrounds
- More playground & playground amenities (swings)
- More park areas (ex. Los Alamos Division, Rio Sonora St., new subdivision on 9th)
- More soap dispensers in bathrooms
- More lighting in parks / sport fields
- Better lighting in parks / sport fields
- More park benches
- More picnic areas
- Water spouts / Water features in parks / lagoon / fishing lake / ponds
- More trees / green areas / plants
- More walkways / running track area / bike track pathways
- New pool / bigger pool
- Indoor Olympic pool
- Toddler designated playgrounds
- More cameras in park for increased security
- More sport games/tournaments
- More cultural events / contest for children
- More children classes & activities in Cultural Center, not so many adult classes
- Water bottle refill area
- More water fountains in parks
- Dog walkways / areas
- Exercise/work out machines in parks like in other Cities
- More basketball courts, tennis courts, baseball fields, softball fields, soccer fields, volleyball courts (sand lots), fronton courts, football field
- More pet waste disposal stations
- Restrooms in the 9th section parks
- More park restrooms
- More grills in park Ramadas
- More variety of sport leagues so that they don't overlap and children have more options every season

- More variety of youth activities / sports / more youth sports development
- More sports equipment availability
- More soccer related events
- More areas with art & family recreation
- Playground for special needs children
- Sports & activities for special needs children
- More park/grass/landscape maintenance
- Soccer goal nets
- More sport events
- More parking lots
- Cleaner restrooms
- More outdoor sports additions (skate park additions/bmx)
- Hand sanitizer stations / dispensers
- Activities in different parks, not only Joe Orduño Park
- Another indoor gym or more open gym hours
- Outdoor gym area
- Vending machines
- Snack bar
- More batting cages
- More City events/festivals
- Circuits for bicycle riding / skating
- More event halls / venues
- Community garden
- Open soccer fields/basketball courts & sport fields
- More boxing activities/events
-



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5. B.

Meeting Date: 10/28/2020

Department Head: Carlos Cortes, Assistant Director of Finance, Finance Department

Submitted By: Carlos Cortes, Assistant Director of Finance, Finance Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding Amendment No. 1 of the contract with Valley Collection Service, LLC, for the ambulance collection services. **(Monica Castro, Finance Director)**

SUMMARY:

This amendment is for the contract signed by the City of San Luis on March 17th, 2020 with Valley Collection Service, LLC with an effective date of April 14, 2020, in order to add the ambulance collections services to the contract. The compensation for the services will be 15% of what they are able to collect.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE AMENDMENT TO THE CONTRACT WITH VALLEY COLLECTION SERVICE AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: N/A

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: N/A

FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):

The commission fee will be reduced from the collected amount.

Attachments

Amendment VCS LLC

VCS LLC - Original Contract

VALLEY COLLECTION SERVICE, LLC

17431 North 71st Drive, Suite 104

GLENDAL, AZ 85308

PO BOX 10130 GLENDAL, AZ 85318

(623) 931-4325 (623) 934-4041 FAX

Amendment #1

This amendment is to the contract signed by the City of San Luis on March 17, 2020 and by Valley Collection Service, LLC on April 14, 2020. This amendment nullifies paragraph 3 of page 1 and will allow for the following commission fee on any collections made by Valley Collection Service, LLC:

A commission fee of 20% will be charged to any account that the City of San Luis is able to lawfully add a collection fee by either Arizona State statute or City of San Luis Ordinance unless prevailing State law requires a lower fee to be added. Examples of these include utility accounts, miscellaneous accounts receivable, Municipal Court fees and fines (if ever assigned to Valley Collection Service, LLC), etc. A commission fee of 15% will be charged to any account that the City of San Luis is unable to add a collection fee by either Arizona State statute or City of San Luis Ordinance. This 15% commission fee would include any fire medical account assigned by the City of San Luis.

The City of San Luis and Valley Collection Service, LLC agrees that all other terms of the original contract remain unchanged.

SIGNED _____ **DATE** _____

CLIENT NAME AND PHONE _____

CLIENT ADDRESS _____

VALLEY COLLECTION SERVICE, LLC _____ **DATE** _____



ALLEY COLLECTION SERVICE, LLC

17431 North 71st Drive, Suite 104 Glendale, AZ 85308

(623) 931-4325, Fax (623) 934-4041

Toll Free: 1-800-244-9665

Collection Pamphlet – City of San Luis

Prospectus Proposal for Collection Services

Contact Information

Scott Maxam, Collections Manager/Member

scott@valleycollection.com

Telephone: (800) 244-9665

(623) 931-4325 x 216

Facsimile: (623) 934-4041



ALLEY COLLECTION SERVICE, LLC

**17431 North 71st Drive, Suite 104 Glendale, AZ 85308
(623) 931-4325, Fax (623) 934-4041
Toll Free: 1-800-244-9665**

Dear Prospective Client:

Valley Collection Service, LLC was established in Arizona in 1980 and has been servicing our customers in the West ever since. In the area of all medical, government utility, court and departmental (fire, ambulance, and police) collections, we have the trained personnel, management resources, operational capability, technical resources, years of experience, customized service, timely management reports, superior collection services and overall excellence that today's clients demand. As professionals, we rely on experience and knowledge to determine which procedure facilitates the best results. To better serve our diverse clients, we have bilingual staff members on duty at all times.

Our hands-on approach to the collection process facilitates efficient debt recovery. We accomplish a higher-than-average success rate by keeping our primary focus on providing unparalleled collection service to our clients, and treating both clients and individuals owing an account with the utmost respect. Prompt follow up and follow through top our list of priorities for each and every account.

We have a clean record with the Better Business Bureau (an A+ rating) and are proud that Valley Collection Service, LLC has never had a conviction for a criminal or civil offense let alone any court action of any kind against us. This is a rarity in the collections industry and allows us to provide a strong assurance that we represent our clients in the best possible way.

At Valley Collection Service, LLC we strive to add an emphasis to the relationship developed between ourselves and our clients. We will customize our collection and reporting efforts to ensure the least amount of time is expended by our client's employees. Our contingency rate is lower than most other collection agencies while our success rate is higher. We are confident that after you have read our brochure and contacted our references you will find we are the best collection agency to serve your needs. Please give me a call at 1-800-244-9665 if you any questions. I look forward to personally meeting with you to answer any additional questions and discuss how we can improve the revenue you generate.

Sincerely,

Scott A Maxam
Collections Manager/Member

Collections Statement

The primary focus of Valley Collection Service, LLC is to provide unparalleled collection service to our clients, and to treat our clients and debtors/defendants with respect. Our collection goal is to reach the debtor/defendant as quickly as possible and to obtain a payment agreement from them. We focus on prompt Follow-Up and Follow-Thru on each individual account to maximize collections for our clients.

Benefits of Using a Collection Agency

Using a collection agency to collect on your delinquent accounts is a cost effective tool to produce more revenue to our clients. This is achieved by Valley Collection Service, LLC processing payments, attaching to an individual's credit, and trying to locate individuals that owe our clients money.

We use multiple skip-searching databases along with the National Change of Address databases to locate individuals who have moved. We use a combination of several precise and up-to-date skip-tracing programs until all current data is found. Once data is collected from these different skip-tracing programs, we have clerks carefully screen all information looking for discrepancies along with comparing the information to the National Change of Address databases. When discrepancies are found, we follow-up to make sure that the most current and complete information is input into our database. After receiving this new information, we will immediately send another notice to the individual in an attempt to receive payment. The time that we spend on this is time we save our clients performing any collection activities and brings about increased revenue when we are able to find the individual and get them to pay their obligation.

Valley Collection Service, LLC has the ability to report to all three major credit bureaus and does so 35 days after an initial assignment validation letter has been sent to an individual. This is a useful tool to get payment in full from individuals that are either trying to make a purchase on credit or trying to rent something that requires a credit check.

Ethical Collections

While it is the focus of Valley Collection Service, LLC to maximize collections for the client, it is also very important for us to do this with an ethical approach. This approach has allowed us to maintain a clean record with the Better Business Bureau and a clear conscience. We also feel that it is a good business practice.

As part of a new hire's orientation, we require them to sign a Code of Ethics statement. We make sure that we revisit this policy periodically with all of our employees to guarantee that all of our collection activities are aligned with our behaviors.

CODE OF ETHICS FOR ALL EMPLOYEES

There are many state, local, and federal laws governing the proper procedure for collection of an outstanding debt. I understand that it is my obligation to follow each of those laws. To treat debtors, co-workers, and clients in the same manner in which I wish to be treated. To clearly, honestly and frankly document the steps taken in work that I have performed. I also understand that I have access to extremely confidential information and that it is my responsibility to respect and protect the privacy of debtors, defendants, clients and co-workers. When I am communicating with others, I must assure that I avoid the appearance of harassment, rudeness or non-cooperation. It is my goal to handle matters in such a way as to avoid complaints and conflicts. I understand that it is extremely important not to make professional legal recommendations and to only tell the debtor the honest facts about their account.

Collection Methods

Within 24 hours of receiving debtor information:

- Information provided by the client about the debtor is recorded into our computer system. We accept accounts in any method that is easiest for our clients and will pay for any upgrades to make our systems compatible
- Address and phone numbers are immediately verified through our National Change of Address databases. Skip-traces are performed where needed.
- An initial written notice as required by the Fair Debt Collection Practices Act (FDCPA) guidelines is sent out to the debtor and recorded into our system.

After 10 business days:

- A phone call may be placed to a debtor if we have not received communication within 7 days of the initial notice being mailed.

After 35 calendar days:

- If a payment arrangement has not been made, the collection account is reported to the credit bureaus per FDCPA regulations.
- A second notice is sent to the debtor regarding the account.
- We will continue to make efforts to reach the debtor by a series of notices and phone calls to the debtor until a satisfactory payment arrangement has been made.
- Each debtor is contacted by phone at a minimum of once every thirty days until adequate payment has been achieved and the account has been closed.

Standard Collection Activities Performed:

- Dispute and Problem Resolution
- Running Skip-tracing programs to locate current address information
- Updating Credit Histories
- Providing our Clients timely reports of payments made

- Assisting debtors in developing a plan to successfully meet their financial obligations
- Written and telephonic communication with debtors

Notices and Phone Calls

At Valley Collection Service, LLC, we have a series of notices and phone scripts of various degrees of urgency to have a debtor pay their outstanding account. Our attorneys have reviewed each notice and phone script to ensure that we are compliant with all collection laws. Copies of our notices and phone scripts can be provided upon request.

Payments

We will notify at a mutually agreed upon time frame. All payments received are immediately deposited into our Client trust account. Payment reports accompany remittance of payment at the agreed upon frequency and are sent to the client no later than the 15th of the following month.

When speaking to the debtors and also as evidenced on our notices, we inform the debtors that our preferred method of payment is money orders or cashiers checks. This is to mitigate the risk of multiple NSF or credit card charge backs. We also accept payment by credit card, check by phone, cash, wire transfers, and personal checks. Payments in full can be done by all methods, but we let the debtor know of any delayed time frames that occur from non-guaranteed fund payment. The delay for credit reporting is two business days for credit card payments and up to two weeks for personal checks.

Account Transfer

Accounts are assigned to Valley Collection Service, LLC at the discretion of our Clients. We can accept the transfer of the accounts in whatever manner our client prefers. The most common way that we receive accounts is through email spreadsheets, but we also receive them via fax or U.S. mail. We would agree to pick up accounts from any office within a 10 mile radius, upon request. As another service that we provide to our clients, upon request, we can have Valley Collection Service, LLC employees come to your office to make copies of the accounts to be turned over. This personal effort is one way that we feel that we differentiate ourselves from the typical collection agency and allows your employees to spend their valuable time on other job functions.

Security and Confidentiality

Valley Collection Service, LLC treats all information as confidential and uses information only as necessary for the proper discharge of its obligations and protection of their rights. Under no circumstances is any customer information given or sold to a third party.

Our offices are well secured at night to protect the information that has been entrusted to us. Client information is stored on a secure network drive that resides in a secured room. Only authorized personnel can access the secured server. Valid user and password protection secure access to the network drive.

Compliance

We are fully licensed, bonded, and insured in all states that we conduct business. As a collection company it is essential to our existence to be compliant with all applicable provisions of the Fair Debt Collection Practices Act, along with all other Federal, State and Local Collection laws. Through our membership in the national chapter of the American Collector's Association, the leading authority of ethical collections in our industry, we are made aware of changes in the consumer and collection agency laws long before they become effective. We also have on retainer an attorney who specializes in debt collection and advises us on changes in laws applicable to our industry.

Computer programs are updated for any such changes in law, as are our employee manuals. Well-trained and ethically sound employees are at the core of our business. Extensive background checks are performed on all of our employees. Each employee is given a training manual and is tested on the material. We retest our staff every 3-6 months to ensure optimal knowledge of collection laws and techniques, in order to maintain strict compliance to all local, state and federal guidelines. Employees are only allowed to make telephone contact with debtors after they have passed the required exams. In addition, employees are required to take continuing education through attendance at various American Collectors Association seminars and teleconferences. Employees are then tested on their understanding of the Acts and amendments to the Acts.

Technology

At Valley Collection Service, LLC we strive to stay on the cutting edge of technology to ensure that we are maximizing our collection efforts for our clients. Our collection software was custom made for our company to ensure prompt follow-up and follow thru with any individual who has an account with us. Updates are performed to stay current with all collection law. Our IT Director is on call with the company 24/7 to ensure that our systems are running smoothly for both ourselves and our clients. If there are any compatibility issues between our systems and our clients, our IT director will make us compatible to our client with all costs of this borne by Valley Collection Service, LLC.

Differentiation

We are confident that we stand above the typical collection agency. Our integrity and professionalism stand out. Additionally, our exceptional recovery for our clients certainly sets us apart from our competition. There are few collection agencies with our experience, and not a single one of them has our history of persistency when it comes to collecting outstanding accounts receivables. When we get an account, we follow-through until the money is collected.

Additionally, our service-with-results philosophy includes:

- Answering inquiries the same day they are received.
- Skip-tracing to locate debtors.
- Updating credit histories and delinquency reporting to credit bureaus.
- Adhering to the highest standards of professional customer service.
- Keeping open lines of communication.

- Maintaining accurate historical and transactional databases that are always available to our clients.
- Taking legal action only after client approval.
- Treating debtors with the utmost respect.
- Bilingual professional staff.
- State-of-the-art collection software system..
- Address correction software and National Change of Address database access.
- Consulting and advisory services.
- Custom reporting.
- Excellent compliance record with state regulatory authorities.
- Same day paid-in-full notification to clients.

Contingency Fee

Valley Collection Service, LLC works on a contingency fee of **20%**. Our clients may add this amount to the balance so 100% of the monies owed to our client are paid to our client if you have the appropriate ordinance in place to allow this fee to be assessed to the customer . There are no start-up fees or hidden costs associated with any of our collection activities.

References

References Available Upon Request

VALLEY COLLECTION SERVICE, LLC

17431 North 71st Drive, Suite 104

Glendale, AZ 85308

PO BOX 520 GLENDALE, AZ 85311

(623) 931-4325 (623) 934-4041 FAX

Conditions for accepting accounts from the City of San Luis hereinafter referred to as the "client" to Valley Collection Service, LLC hereinafter referred to as the "agency".

Accounts will be accepted for collections for any amount as long as the most recent date of prior payment or of service is within the statutory period. Accounts may be accepted through any medium, including computer disk, e-mail, computer printout, manually prepared records or other computer technology.

The commission fee is 20% on all collections made, regardless of the amount of the account whether paid to VCS or the CLIENT. This amount can be added on to the amount assigned to the agency with the approval of the client.

The Agency shall implement through collection, procedures to achieve a maximum recovery of debt. These procedures shall include telephone calls, mail efforts and skip tracing procedures whenever necessary. Information concerning a delinquent debtor may be released to a credit bureau or other third parties, unless such release would be contrary to the privacy rights of certain debtors as expressed in the federal and state laws.

Legal action can be taken when all other collection efforts fail. Such action will be taken on accounts over \$2,500.00 only. **HOWEVER, SUCH ACTION WILL BE TAKEN ONLY UPON RECEIPT OF WRITTEN AUTHORIZATION FROM THE CLIENT IN EACH SPECIFIC INSTANCE.**

In the event of legal action being authorized, the Court costs (i.e.), the filing fee, and service or process for the suit are advanced by the Agency and will be deducted from the favorable judgment awarded by the Court. Attorney's fee will be paid by the Agency and, if collected, will be retained by the Agency after the recoupment of the costs, principal and Agency contingency fee.

However, should the Court rule in favor of the debtor because the creditor (client) failed to appear at the hearing to prove a claim against the debtor, any legal fee incurred by the Agency shall be paid by the client.

In the event agency does not file suit within 120 days of suit authorization, the Client, at its sole option, may recall the account from the Agency and Agency shall cease further collection action on the account.

The Agency is an independent contractor under this agreement and shall be liable for its own actions and those of its employees in connection with this agreement. The Agency agrees to hold the **City of San Luis** its officials and employees, harmless from Agency's negligence, errors or omissions or those of its employees, and agrees to defend and indemnify the **City of San Luis** its officials and employees for the same.

The Agency will provide, each month, a computerized report showing the amount collected on each debt during the previous month. A check for the amount due the client will be transmitted at that time.

The Agency will refer to the client any written appeal received from a debtor and will withhold further Collection efforts on that account until a written response is provided by the client.

Accounts are assigned to the Agency for the duration of the credit-reporting period. Accounts may be canceled after that period if the Agency is given 60 days notice in writing, except when the account is being paid, in the process of being paid, or has been authorized for legal action.

Once the account is turned over for collection, our agency is due its commission regardless of when the account was paid

All PAYMENTS MUST BE REPORTED TO VALLEY COLLECTION SERVICE PROMPTLY. ANY BILL SENT TO CLIENT FOR COMMISSION DUE MUST BE PAID TO THE AGENCY WITHIN 30 DAYS AFTER RECEIPT.

I HAVE READ THE ABOVE AND AGREE TO THE RATES AND CONDITIONS:

SIGNED Tadeo De La Hoya **DATE** 03/17/2020

CLIENT NAME AND PHONE Tadeo De La Hoya 928-341-8520

CLIENT ADDRESS 1090 E. Union Street/PO Box 1170 San Luis, AZ 85349

VALLEY COLLECTION SERVICE, LLC Scott May **DATE** 04/14/2020



ALLEY COLLECTION

VALLEY COLLECTION SERVICE, LLC
17431 North 71st Drive, Suite 104
Glendale, AZ 85308
PO BOX 520 GLENDALE, AZ 85311
(623) 931-4325 (623) 934-4041 FAX

Conditions for accepting accounts from the City of San Luis hereinafter referred to as the "client" to Valley Collection Service, LLC hereinafter referred to as the "agency".

Accounts will be accepted for collections for any amount as long as the most recent date of prior payment or of service is within the statutory period. Accounts may be accepted through any medium, including computer disk, e-mail, computer printout, manually prepared records or other computer technology.

The commission fee is 20% on all collections made, regardless of the amount of the account whether paid to VCS or the CLIENT. This amount can be added on to the amount assigned to the agency with the approval of the client.

The Agency shall implement through collection, procedures to achieve a maximum recovery of debt. These procedures shall include telephone calls, mail efforts and skip tracing procedures whenever necessary. Information concerning a delinquent debtor may be released to a credit bureau or other third parties, unless such release would be contrary to the privacy rights of certain debtors as expressed in the federal and state laws.

Legal action can be taken when all other collection efforts fail. Such action will be taken on accounts over \$2,500.00 only. **HOWEVER, SUCH ACTION WILL BE TAKEN ONLY UPON RECEIPT OF WRITTEN AUTHORIZATION FROM THE CLIENT IN EACH SPECIFIC INSTANCE.**

In the event of legal action being authorized, the Court costs (i.e.), the filing fee, and service or process for the suit are advanced by the Agency and will be deducted from the favorable judgment awarded by the Court. Attorney's fee will be paid by the Agency and, if collected, will be retained by the Agency after the recoupment of the costs, principal and Agency contingency fee.

However, should the Court rule in favor of the debtor because the creditor (client) failed to appear at the hearing to prove a claim against the debtor, any legal fee incurred by the Agency shall be paid by the client.

In the event agency does not file suit within 120 days of suit authorization, the Client, at its sole option, may recall the account from the Agency and Agency shall cease further collection action on the account.

The Agency is an independent contractor under this agreement and shall be liable for its own actions and those of its employees in connection with this agreement. The Agency agrees to hold the **City of San Luis** its officials and employees, harmless from Agency's negligence, errors or omissions or those of its employees, and agrees to defend and indemnify the **City of San Luis** its officials and employees for the same.

The Agency will provide, each month, a computerized report showing the amount collected on each debt during the previous month. A check for the amount due the client will be transmitted at that time.

The Agency will refer to the client any written appeal received from a debtor and will withhold further Collection efforts on that account until a written response is provided by the client.

This Agreement is subject to the conflict cancelation provisions of A.R.S. §38-511.

Under A.R.S. § 41-4401:

1. The Agency warrants its compliance with all federal immigration laws and regulations that relate to its employees and its compliance with A.R.S. § 23-214, subsection A.
2. A breach of a warranty under paragraph 1 above shall be deemed a material breach of the Agreement that is subject to penalties up to and including termination of the contract.
3. That the client retains the legal right to inspect the papers of any contractor or subcontractor employee who works on this agreement to ensure that the contractor or subcontractor is complying with the warranty under paragraph 1.

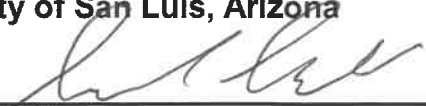
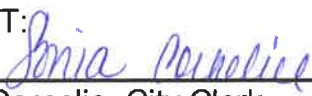
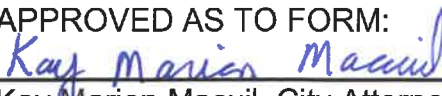
Accounts are assigned to the Agency for the duration of the credit-reporting period. Accounts may be canceled after that period if the Agency is given 60 days notice in writing, except when the account is being paid, in the process of being paid, or has been authorized for legal action.

Once the account is turned over for collection, our agency is due its commission regardless of when the account was paid

ALL PAYMENTS MUST BE REPORTED TO VALLEY COLLECTION SERVICE PROMPTLY. ANY BILL SENT TO CLIENT FOR COMMISSION DUE MUST BE PAID TO THE AGENCY WITHIN 30 DAYS AFTER RECEIPT.


[Intentionally left blank, signature page follows]

I HAVE READ THE ABOVE AND AGREE TO THE RATES AND CONDITIONS:

	City of San Luis, Arizona  _____ Gerardo Sanchez, Mayor
ATTEST:  _____ Sonia Cornelio, City Clerk	APPROVED AS TO FORM:  _____ Kay Marion Macuil, City Attorney
	Valley Collections Services, LLC _____ Signature _____ Print Name _____ Title



I HAVE READ THE ABOVE AND AGREE TO THE RATES AND CONDITIONS:

	City of San Luis, Arizona <hr/> Gerardo Sanchez, Mayor
ATTEST: <hr/> Sonia Cornelio, City Clerk	APPROVED AS TO FORM: <hr/> Kay Marion Macuil, City Attorney
	Valley Collections Services, LLC <hr/>  Signature <hr/> Scott Maxam Print Name <hr/> Member Title



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5. C.

Meeting Date: 10/28/2020

Department Head: Carlos Cortes, Assistant Director of Finance, Finance Department

Submitted By: Carlos Cortes, Assistant Director of Finance, Finance Department

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2144. A resolution of the Mayor and City Council of the City of San Luis, Arizona amending the assessment for fiscal year 2020/2021 for the Rio Sereno enhanced municipal services district to reduce the tax imposed from \$60,944.00 to \$12,276.00. **(Carlos Cortes, Assistant Director of Finance)**

SUMMARY:

The assessment for Rio Sereno District was approved by the Mayor and City Council at their Regular Council Meeting held June 10th, 2020. The amount approved for Rio Sereno Improvement District for maintenance was \$60,944.00 based on estimated water consumption usage and maintaining the green areas. However, this correction is being done due to readings of the water meters being identified as a malfunction. Upon identification of this issue, staff immediately took action by reprogramming the water meter to obtain correct readings; see attachments. This tax amendment is to reduce from \$60,944.00 to \$12,276.00 the Rio Sereno tax authority 3100801. This is a credit in the amount of \$48,667.97. Yuma County requires City Council's approval for this reduction in order to credit the assessment district. Resolution No. 2144 provides the calculations for Yuma County to make the proper adjustment on tax rolls.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE RESOLUTION NO. 2144 AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	NO
CITY/STATE/FEDERAL FUNDS:	N/A
TOTAL:	N/A
BUDGETED AMOUNT:	N/A
AVAILABLE AMOUNT TO TRANSFER:	N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	N/A
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):	
	N/A

Attachments

Resolution No. 2144

Billing 247 Nancy

Rio Sereno ID 3100801 - Credit

Map

Assessment FY 2021



Resolution

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 2144

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA AMENDING THE ASSESSMENT FOR FISCAL YEAR 2020/2021 FOR THE RIO SERENO ENHANCED MUNICIPAL SERVICES DISTRICT TO REDUCE THE TAX IMPOSED FROM \$60,944.00 TO \$12,276.00.

WHEREAS, the City Council of the City of San Luis approved the assessment for Rio Sereno Enhanced Municipal Services District, tax authority 3100801 on June 10, 2020;

WHEREAS, due to a water meter malfunction, the assessment was improperly calculated and included amounts that should not have been assessed;

WHEREAS, the City Council desires to amend the assessment to reflect the correct amount;

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of San Luis, Arizona:

Section 1. That as part of the adoption of the budget for the City of San Luis, Arizona the assessment for Rio Sereno Enhanced Municipal Services District, tax authority 3100801, for the fiscal year beginning July 1, 2020 and ending June 30, 2021 is hereby amended to order, fix, levy, and assess amounts to be reduced by ad valorem taxes the amount of \$48,667.97 for the purpose of levying the total sum of \$12,276.00.

Section 2. In the event of a conflict between the provisions of this resolution and any other resolution or assessment or levy of the City of San Luis, the conflicting provisions are hereby amended, superseded, and replaced and the provisions of this resolution shall govern.

Section 3. Staff is hereby directed to deliver and file this resolution amending the assessment for Rio Sereno Enhanced Municipal Services District for fiscal year 2020-2021 with all appropriate offices and authorities in accordance with law and take such actions as may be necessary to ensure that the appropriate ad valorem taxes are collected.

[Intentionally left blank, signature page follows]

PASSED, ADOPTED and APPROVED by the Mayor and City Council of the City of San Luis, Yuma County, Arizona this ____ day of October 2020

Gerardo Sanchez, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney

Utility Bill Adjustment

247 E. Nancy St.
Account #15991-001
City of San Luis / Parks-Retention Basin

Date: 10/22/2020
Meter ID: 84742173

Water Consumption - Incorrect Readings

Date	Read Type	Previous Read	Current Read	Billed Consumption
10/22/18	New Connect		0	
11/26/18	Auto Read	-	119	11,900
12/26/18	Auto Read	119	119	-
01/28/19	Auto Read	119	119	-
02/27/19	Auto Read	119	119	-
03/27/19	Auto Read	119	119	-
04/24/29	Auto Read	119	119	-
05/28/19	Auto Read	119	119	-
06/26/19	Auto Read	119	11,193	1,107,400
07/24/19	Auto Read	11,193	32,628	2,143,500
08/26/19	Auto Read	32,628	58,570	2,594,200
09/25/19	Auto Read	58,570	81,307	2,273,700
10/28/19	Auto Read	81,307	103,149	2,184,200
11/26/19	Auto Read	103,149	117,313	1,416,400
12/30/19	Auto Read	117,313	122,699	538,600
01/27/20	Auto Read	122,699	130,470	777,100
02/26/20	Auto Read	130,470	134,735	426,500
03/25/20	Auto Read	134,735	139,069	433,400
04/27/20	Auto Read	139,069	144,045	497,600
05/26/20	Auto Read	144,045	148,543	449,800
06/29/20	Auto Read	148,543	155,906	736,300
07/27/20	Auto Read	155,906	161,507	560,100
08/26/20	Auto Read	161,507	177,367	1,586,000
09/28/20	Auto Read	177,367	198,388	2,102,100

Water Consumption - Correct Readings

Date	Read Type	Previous Read	Current Read	Billed Consumption
10/22/18	New Connect		0	
11/26/18	Auto Read	-	1	100
12/26/18	Auto Read	1	1	-
01/28/19	Auto Read	1	1	-
02/27/19	Auto Read	1	1	-
03/27/19	Auto Read	1	1	-
04/24/29	Auto Read	1	1	-
05/28/19	Auto Read	1	1	-
06/26/19	Auto Read	1	111	11,000
07/24/19	Auto Read	111	326	21,500
08/26/19	Auto Read	326	585	25,900
09/25/19	Auto Read	585	813	22,800
10/28/19	Auto Read	813	1,031	21,800
11/26/19	Auto Read	1,031	1,173	14,200
12/30/19	Auto Read	1,173	1,226	5,300
01/27/20	Auto Read	1,226	1,304	7,800
02/26/20	Auto Read	1,304	1,347	4,300
03/25/20	Auto Read	1,347	1,390	4,300
04/27/20	Auto Read	1,390	1,440	5,000
05/26/20	Auto Read	1,440	1,485	4,500
06/29/20	Auto Read	1,485	1,559	7,400
07/27/20	Auto Read	1,559	1,615	5,600
08/26/20	Auto Read	1,615	1,773	15,800
09/28/20	Auto Read	1,773	1,983	21,000

Meter reads for the aforementioned months were incorrect due to meter being incorrectly programmed. We have fixed this issue, reprogrammed meter and obtained correct readings. Thus we will make the following adjustments.

Charge Calculation

Date	Incorrect Billed Consumption	Correct Consumption	Overbilled Consumption	Overbilled Amount (Adjustment)
10/22/18	-	-	-	\$ -
11/26/18	11,900	100	11,800	\$ 31.39
12/26/18	-	-	-	\$ -
01/28/19	-	-	-	\$ -
02/27/19	-	-	-	\$ -
03/27/19	-	-	-	\$ -
04/24/29	-	-	-	\$ -
05/28/19	-	-	-	\$ -
06/26/19	1,107,400	11,000	1,096,400	\$ 2,916.42
07/24/19	2,143,500	21,500	2,122,000	\$ 5,644.52
08/26/19	2,594,200	25,900	2,568,300	\$ 6,831.68
09/25/19	2,273,700	22,800	2,250,900	\$ 5,987.39
10/28/19	2,184,200	21,800	2,162,400	\$ 5,751.98
11/26/19	1,416,400	14,200	1,402,200	\$ 3,729.85
12/30/19	538,600	5,300	533,300	\$ 1,418.58
01/27/20	777,100	7,800	769,300	\$ 2,046.34
02/26/20	426,500	4,300	422,200	\$ 1,123.05
03/25/20	433,400	4,300	429,100	\$ 1,141.41
04/27/20	497,600	5,000	492,600	\$ 1,310.32
05/26/20	449,800	4,500	445,300	\$ 1,184.50
06/29/20	736,300	7,400	728,900	\$ 1,938.87
07/27/20	560,100	5,600	554,500	\$ 1,474.97
08/26/20	1,586,000	15,800	1,570,200	\$ 4,176.73
09/28/20	2,102,100	21,000	2,081,100	\$ 5,535.73
			Total	\$ 52,243.73

Tax Calculations

Date	Incorrect Tax Charge	Correct Tax Charge	Overbilled Amount (Adjustment)
10/22/18		\$ -	\$ -
11/26/18	\$ 2.82	\$ 0.03	\$ 2.79
12/26/18	\$ -	\$ -	\$ -
01/28/19	\$ -	\$ -	\$ -
02/27/19	\$ -	\$ -	\$ -
03/27/19	\$ -	\$ -	\$ -
04/24/29	\$ -	\$ -	\$ -
05/28/19	\$ -	\$ -	\$ -
06/26/19	\$ 314.97	\$ 3.13	\$ 311.84
07/24/19	\$ 610.20	\$ 6.13	\$ 604.07
08/26/19	\$ 738.62	\$ 7.38	\$ 731.24
09/25/19	\$ 647.30	\$ 6.50	\$ 640.80
10/28/19	\$ 621.79	\$ 6.21	\$ 615.58
11/26/19	\$ 403.02	\$ 4.05	\$ 398.97
12/30/19	\$ 152.90	\$ 1.51	\$ 151.39
01/27/20	\$ 220.86	\$ 2.22	\$ 218.64
02/26/20	\$ 120.96	\$ 1.23	\$ 119.73
03/25/20	\$ 122.92	\$ 1.23	\$ 121.69
04/27/20	\$ 141.22	\$ 1.42	\$ 139.80
05/26/20	\$ 127.60	\$ 1.28	\$ 126.32
06/29/20	\$ 209.23	\$ 2.11	\$ 207.12
07/27/20	\$ 159.02	\$ 1.60	\$ 157.42
08/26/20	\$ 451.34	\$ 4.50	\$ 446.84
09/28/20	\$ 598.40	\$ 5.98	\$ 592.42
Total			\$ 5,586.67

CITY OF SAN LUIS
 FY 2021 IMPROVEMENT DISTRICT BUDGET SCHEDULE
 ENHANCED MUNICIPAL SERVICES

AUTHORITY ID:	Fund	District Name	Acres	Enhanced Municipal	AUTHORITY ID:	Fund	Street Lighting	Total Assessment
3101001	99878	Bienestar 7A	1.00	\$ 16,505	1385501	99878	\$ 2,429	\$ 18,935
3101101	99879	Bienestar 7B	1.50	11,311	1385601	99879	3,605	14,916
3100601	99875	Las Quintas I - Ph I	1.00	9,516	1380101	99875	2,226	11,742
3100701	99876	Las Quintas I - Ph II	1.50	19,332	1380201	99876	1,418	20,750
3103701	99929	Las Quintas II	1.90	24,774	1390101	99929	1,786	26,560
3100201	99869	Los Portales 4 - Ph 5	0.75	8,335	1387101	99869	1,536	9,871
3100301	99870	Rancho los Oros	1.50	18,489	1387001	99870	5,966	24,455
3100801	99877	Rio Sereno	0.75	12,276	1385301	99877	2,226	14,502
3102001	99913	Los Olivos	1.75	22,073	1388301	99913	4,806	26,879
3102101	99910	Bienestar 8A	1.65	21,019	1388401	99910	3,442	24,461
3102101	99910	Bienestar 8B	1.65	26,628	1388401	99910	5,161	31,789
3102801	99920	Las Brisas	1.00	8,737	1389201	99920	2,482	11,218
3102901	99921	Frontera Estates II	1.00	15,844	1389301	99921	3,745	19,589
3103001	99922	Bienestar 9A Ph I	3.25	35,880	1389401	99922	7,109	42,989
3103101	99923	Bienestar 9A Ph II	1.00	18,342	1389501	99923	1,489	19,831
3103201	99924	Bienestar 9B	5.20	56,733	1389601	99924	16,496	73,230
3103801	99928	Industrial Park - Magrino			1390301	99928	3,155	3,155
3103601	99927	Arizona Southwest Industrial SUB (Sam Group)			1390201	99927	1,057	1,057
3104001	99934	Santa Cecilia I	1.10	24,806	1390401	99934	2,905	27,711
3104101	99935	Santa Cecilia II	1.43	21,792	1390601	99935	4,341	26,133
3104801	99938	Santa Cecilia III	1.00	17,899	1390901	99938	3,716	21,615
			30	\$ 390,292			\$ 81,095	\$ 471,388

***Rio Sereno Amended Amount*

CITY OF SAN LUIS

RIO SERENO

TAX AUTHORITY: 3100801 FUND: 99877

FY 2021

ASSESSMENT DISTRICTS			Assessment FY 2021											
Acct	NAME	ADDRESS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	Feb	Mar	Estimation	total	Assessment

FY2020 15991-001 Rio Sereno 247 E NANCY ST \$ 6,528 \$ 7,858 \$ 6,912 \$ 6,648 \$ 4,382 \$ 1,791 \$ 2,495 \$ 1,461 \$ 1,481 \$ 13,186 \$ **52,743** \$ **52,743**

Correct Billing Actuals Rio Sereno 247 E NANCY ST \$ 604 \$ 731 \$ 641 \$ 616 \$ 399 \$ 151 \$ 219 \$ 120 \$ 122 \$ 473 \$ **4,075** \$ **4,075**

Summary Billing:

Credit \$ (48,668)

Reading Date Billing Date Billed Corrected Bill

7/24/2019	08/01/2019	6,528.15	604.07
8/26/2019	09/03/2019	7,858.36	731.24
9/25/2019	10/01/2019	6,912.43	640.80
10/28/2019	11/01/2019	6,648.27	615.58
11/26/2019	12/03/2019	4,382.16	398.97
12/30/2019	01/02/2020	1,791.39	151.39
1/27/2020	02/03/2020	2,495.31	218.64
2/26/2020	03/03/2020	1,460.53	119.73
3/25/2020	04/01/2020	1,480.89	121.69
4/24/2020	05/04/2020	1,670.38	139.80
5/26/2020	06/01/2020	1,529.30	126.32
6/29/2020	7/2/2020	2,374.89	207.12

\$ 45,132.06 \$ 4,075.35

TAX AUTHORITY: 3100801 FUND: 99877

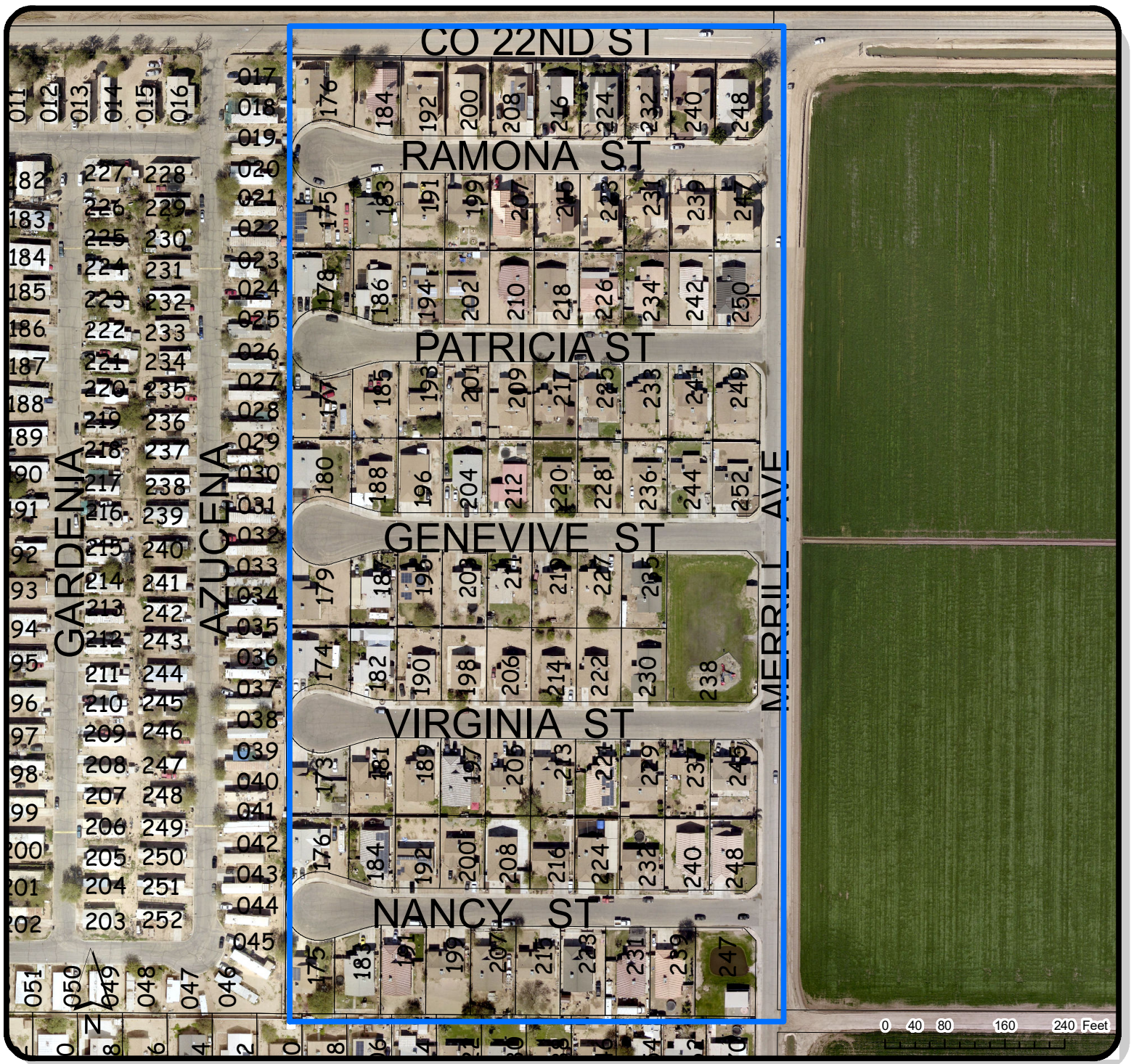
Approved Assessment \$ 60,944

Credit (48,667.97)

Amended Assessment Amount: \$ 12,276

CITY OF SAN LUIS
PARKS DEPARTMENT
WATER BILLS / RETENTION BASIN ACCOUNTS
FY 2021

ASSESSMENT DISTRICTS			Estimation FY 2019										Usage	Total Budget	
No Cta	NAME	ADDRESS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	Feb	Mar	est 3mo			
130811-001	Rancho Los Oros	1341 LOS PORTALES AVE	362.29	462.35	404.51	317.14	228.01	256.04	305.93	311.24	252.21	966.57		3,866.29	3,866
131031-001	Rancho Los Oros	1383 LOS PORTALES AVE	328.65	364.96	341.64	341.35	375.28	244.53	265.50	263.42	236.27	920.53		3,682.13	3,682
131331-001	Rancho Los Oros	1425 LOS PORTALES AVE	335.14	376.77	346.36	367.32	443.76	274.64	269.04	267.56	238.63	973.07		3,892.29	3,892
15990-001	Rio Sereno	283 E VIRGINIA ST	517.85	450.84	436.08	342.82	389.15	375.28	332.49	367.61	295.30	1,169.14		4,676.56	4,677
15991-001	Rio Sereno	247 E NANCY ST	6,528.15	7,858.36	6,912.43	6,648.27	4,382.16	1,791.39	2,495.31	1,460.53	1,480.89	13,185.83		52,743.32	52,743
16991-001	Las Quintas I - PhI	1497 N 9 TH AVE	638.55	526.99	416.89	362.59	340.76	341.93	351.96	350.79	282.61	1,204.36		4,817.43	4,817
16992-001	Las Quintas I - Ph II	1569 N NYDIA AVE	962.03	711.45	968.82	635.01	4,525.81	392.70	326.00	364.66	326.28	3,070.92		12,283.68	12,284
17999-001	Bienestar 7A	1429 N 9TH AVE	1,571.51	1,070.05	1,024.01	1,124.65	985.05	720.30	859.61	975.31	524.33	2,951.61		11,806.43	11,806
65332-001	Los Portales	285 RIO SONORA ST	488.62	558.87	489.80	443.17	398.89	233.03	302.39	427.83	265.20	1,202.60		4,810.40	4,810
90008-001	Bienestar 7B	1245 N CABELLO AVE	512.82	452.61	418.09	288.81	318.03	342.82	343.99	312.12	207.63	1,065.64		4,262.56	4,263
90014-001	Los Olivos	1544 E LOS OLIVOS DR	2,023.95	1,888.18	1,704.91	928.97	1,170.70	697.28	748.05	754.55	470.62	3,462.40		13,849.61	13,850
90022-001	Bienestar 8A	331 N FIGUEROA DR	1,024.01	1,477.35	1,534.62	1,626.99	1,333.61	1,017.82	945.50	684.00	305.63	3,316.51		13,266.04	13,266
90043-001	Bienestar 8B	1735 SAN PEDRO ST	1,312.37	1,294.36	965.86	1,021.66	1,071.83	315.37	344.89	402.14	327.77	2,352.08		9,408.33	9,408
90044-001	Bienestar 8B	2029 E SN PEDRO ST	1,062.68	947.86	1,011.61	1,036.11	1,214.97	672.20	353.73	367.02	433.43	2,366.54		9,466.15	9,466
90050-001	Frontera States	928 E WASHINGTON LN	1,463.78	1,747.40	1,295.84	923.67	897.39	553.85	465.59	559.45	451.72	2,786.23		11,144.92	11,145
90052-001	Bienestar 9A	3751 E UDALL LN	3,965.71	2,365.74	1,598.66	1,489.16	1,387.92	1,076.84	1,180.14	1,384.38	1,007.79	5,152.11		20,608.45	20,608
90057-001	Las Brisas	1422 N SOL AVE	463.25	370.86	426.34	407.75	325.11	217.38	288.81	292.93	235.99	1,009.47		4,037.89	4,038
90065-001	CITY OF SAN LUIS - 9B	216 N FRANK SANDOVAL CT	382.37	357.58	515.48	207.63	764.58	942.55	800.58	753.35	531.72	1,751.95		7,007.79	7,008
90066-001	CITY OF SAN LUIS - 9B	3415 E JANET NAPOLITANO BLVD	3,417.63	2,973.14	2,011.86	2,093.32	1,669.19	2,033.69	1,943.39	1,835.66	990.37	6,322.75		25,291.00	25,291
24342-002	Bienestar 9A Ph2	4015 E Los Olivos	2,334.75	1,307.05	971.77	956.42	1,257.77	1,338.04	766.64	728.27	571.55	3,410.75		13,643.01	13,643
90080-002	Sta Cecilia I	3809 Ortega	2,524.53	2,060.84	2,132.87	1,787.25	1,518.38	1,590.98	1,162.44	1,158.60	792.33	4,909.41		19,637.63	19,638
90082-002	Sta Cecilia II	4027 Ortega	3,681.18	1,306.16	1,056.18	916.28	1,300.56	1,426.29	603.13	539.09	475.33	3,768.07		15,072.27	15,072
90075-002	Las Quintas II	1530 N QUINTERO AVE	1,313.55	2,062.33	1,179.55	1,224.41	872.89	593.98	873.19	995.98	673.08	3,262.99		13,051.95	13,052
90076-002	Las Quintas II	1690 N QUINTERO AVE	253.98	258.71	231.56	215.32	218.28	228.60	228.01	232.43	228.60	698.50		2,793.99	2,794
	Santa Cecilia #3		Estimation based on retention basin with the same size.											13,200	
TOTAL Utility Exps			37,469.35	33,250.81	28,395.74	25,706.07	27,390.08	17,677.53	16,556.31	15,788.92	11,605.28	71,280.03		285,120.12	298,320
Retention Basin / Improv. Distrits - Assessment			37,469.35	33,250.81	28,395.74	25,706.07	27,390.08	17,677.53	16,556.31	15,788.92	11,605.28	71,280.03		285,120.12	298,320
Total (-) Assessment (=) Parks Water Expenses			-	-	-	-	-	-	-	-	-	-		-	-



LOCATION OF SUBJECT PROPERTY

LOCATION MAP

RIO SERENO IMPROVEMENT DISTRICT

CASE #

DATE:
10/28/2020

PLANNING & ZONING



GIS

CREATED BY:
ISAAC GUTIERREZ

CHECKED BY:
ROMAN PACHECO

APPROVED BY:
JOSE A. GUZMAN

**CITY OF SAN LUIS
FY 2021 IMPROVEMENT DISTRICT BUDGET SCHEDULE
ENHANCED MUNICIPAL SERVICES**

DISTRICT NAME	ACRES	Maintenance	Street Lighting	Total Assessment
Bienestar 7A	1.00	\$ 16,505	\$ 2,429	\$ 18,935
Bienestar 7B	1.50	11,311	3,605	\$ 14,916
Las Quintas I - Ph I	1.00	9,516	2,226	\$ 11,742
Las Quintas I - Ph II	1.50	19,332	1,418	\$ 20,750
Las Quintas II	1.90	24,774	1,786	\$ 26,560
Los Portales 4 - Ph 5	0.75	8,335	1,536	\$ 9,871
Rancho los Oros	1.50	18,489	5,966	\$ 24,455
Rio Sereno	0.75	60,944	2,226	\$ 63,170
Los Olivos	1.75	22,073	4,806	\$ 26,879
Bienestar 8A	1.65	21,019	3,442	\$ 24,461
Bienestar 8B	1.65	26,628	5,161	\$ 31,789
Las Brisas	1.00	8,737	2,482	\$ 11,218
Frontera Estates II	1.00	15,844	3,745	\$ 19,589
Bienestar 9A Ph I	3.25	35,880	7,109	\$ 42,989
Bienestar 9A Ph II	1.00	18,342	1,489	\$ 19,831
Bienestar 9B	5.20	56,733	16,496	\$ 73,230
Industrial Park - Magrino	-	-	3,155	\$ 3,155
Industrial Park - Sam Group	-	-	1,057	\$ 1,057
Santa Cecilia I	1.10	24,806	2,905	\$ 27,711
Santa Cecilia II	1.43	21,792	4,341	\$ 26,133
Santa Cecilia III	1.00	17,899	3,716	\$ 21,615
	30	438,960	\$ 81,095	\$ 520,056