



NOTICE OF WORK SESSION

In accordance with §38-431.01 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 Work Session meeting at 6:00 p.m., Thursday, May 14, 2020. The Work Session will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349. Everyone from the public is invited to attend the open meeting.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission of 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 SESION DE TRABAJO

De acuerdo con los Estatutos del Estado de Arizona A.R.S. §38-431.01, se le informa a los miembros del Cabildo y al público en general que el Alcalde y el Cabildo, tendrán una Sesión de Trabajo a las 6:00 p.m., el día Jueves, 14 de Mayo del 2020. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349. El público está cordialmente invitado a la junta.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación 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



AGENDA
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
San Luis, AZ 85349
May 14, 2020
6:00 p.m.

The May 14 2020, work session will be closed to members of the public in-person attendance.

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, to protect the public health and safety and reduce the transmission of the Coronavirus Disease 2019 (COVID-19). City Council Chambers will be closed to the public.

La sesion de trabajo del Cabildo del día 14 de Mayo del 2020, estará cerrada al público.

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). Las Sala del Cabildo del Ayuntamiento estará cerrada al público.

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. 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.

- 1. CALL TO ORDER/ROLL CALL**
- 2. ITEM FOR DISCUSSION ONLY**

2. A. Continuation of discussion, review, and possible directions to staff on any and all matters regarding the proposed City of San Luis Fiscal Year 2020-2021 Budget. **(City Council and City Staff)**

3. ADJOURNMENT

IN THE EVENT A MAJORITY OF THE COUNCIL IS NOT PRESENT, AN INFORMAL WORK SESSION MAY BE HELD.



DISCUSSION ITEM

Work Session

2. A.

Meeting Date: 05/14/2020

Department Head: Tadeo A. De La Hoya, City Manager, Administration

Submitted By: Francia Alonso, Assistant to Council/PIO, Administration

ITEM:

Continuation of discussion, review, and possible directions to staff on any and all matters regarding the proposed City of San Luis Fiscal Year 2020-2021 Budget. **(City Council and City Staff)**

SUMMARY:

Mayor, City Council, and City staff will discuss and review the pending items of the proposed City of San Luis Fiscal Year 2020-2021 Budget.

SUPPORTING INFORMATION:

DISCUSSION AN POSSIBLE DIRECTIONS TO STAFF ONLY, NO ACTION.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: NA
CITY/STATE/FEDERAL FUNDS: NA
TOTAL: NA
BUDGETED: NA
AVAILABLE TO TRANSFER: NA
ACCOUNT #/REMAINING BALANCE: NA
FISCAL IMPACT STATEMENT:
NA

Attachments

Capital Projects FY 20-21
Salary Budget FY 20-21
Summary

**City of San Luis
Capital Projects Budget FY 2021**

DEPARTMENT REQUEST	ITEM NAME	DESCRIPTION	Department Request	Proposed Continuation Capital Projects
City Council	Travel Vehicle	2021 Suburban for City Council	49,760	49,760
		TOTAL CITY COUNCIL	49,760	49,760
City Administration	Building Expansion	City Hall Expansion	230,000	230,000
		TOTAL CITY ADMINISTRATION	230,000	230,000
City Clerk	Replacement Vehicle	2020 Chevrolet Equinox	24,490	-
		TOTAL CITY CLERK	24,490	-
Development Services	Bicycle Lane Retrofit Program	Engineer Design to Add Bicycle Lane to Existing Streets	10,000	10,000
Development Services	Bicycle Master Plan	Review and Support for an in-house effort to write a Bicycle Master Plan for the City	25,000	25,000
Development Services	Eagle View	Aerial Ortho imagery 3in and 9in resolution	18,000	18,000
		TOTAL DEVELOPMENT SERVICES	53,000	53,000
Building Safety	Truck	2020 Chevrolet Silverado CC10753 Double Cab PU	27,380	27,380
Building Safety	Truck	2020 Chevrolet Silverado CC10903	26,700	26,700
Building Safety	Vehicle	2020 Chevrolet Malibu 1 FL	20,680	-
		TOTAL BUILDING SAFETY	74,760	54,080
Economic Development	Land (2 lots)	Land for Hotel Development	369,860	369,860
Economic Development	Commercial Project	Public Infrastructure	130,140	130,140
Economic Development	Master Plan	Downtown Redevelopment Designation	25,000	25,000
Economic Development	Master Plan	Downtown Redevelopment Master Plan	50,000	50,000
Economic Development	Engineering	Design of Mesa Street Improvements for RA application	35,000	35,000
Economic Development	Council - Special Services	Economic Development Incentive Policy	200,000	-
Economic Development	Grant Consultant	Cesar Chavez Grant Consultant	50,000	50,000
		TOTAL ECONOMIC DEVELOPMENT	860,000	660,000
Recreation	Joe Orduno Park	Asphalt Rehab/Preservation	4,410	-
Recreation	JOP -Head Start	Asphalt Rehab/Preservation	2,700	-
Recreation	Master Plan	Plan for New Parks and Pathways on Existing and Futures Growth Areas	50,000	50,000
		TOTAL RECREATION	57,110	50,000
Parks	Tractor Mower	(2) John Deere X734	24,000	24,000
Parks	ATV Maintenance Vehicle	(1) Joh Deere HPX615E	10,500	10,500
Parks	New Vehicle	2020 Ford F-150	28,220	28,220
Parks	Replace Lights	Replace and upgrade lights @ soccer field (JOP)	84,000	84,000
Parks	Veterans Park	Design and Cost Estimate	15,000	15,000
		TOTAL PARKS GROUNDS	161,720	161,720
Parks	Community park	Land 20 Acre Community Parks	-	680,000
Parks	Community park	20 Acre Community Parks Amenities	1,000,000	500,000
		TOTAL IMPACT FEES PARKS	1,000,000	1,180,000
		TOTAL PARKS DEPARTMENT GF & IF	1,161,720	1,341,720
Cultural Center	Projector and Screen	Cultural Center Projector & Screen	28,900	28,900
		TOTAL CULTURAL CENTER	28,900	28,900
Municipal Pool	Pool Replaster / Repair Gutter	Complete Replaster / Remodel Repair Existing Pool Gutter	85,000	85,000
Municipal Pool	Remove and Replace Cool Decking	Remove and Replace Cooling Decking around Pool and Seating Area	20,000	20,000
		TOTAL MUNICIPAL POOL	105,000	105,000

City of San Luis
Capital Projects Budget FY 2021

DEPARTMENT REQUEST	ITEM NAME	DESCRIPTION	Department Request	Proposed Continuation Capital Projects
Police	eCitation PDA	Brazos Rapid Extension Framework PDA	63,770	63,770
Police	Intox 9000	Breath Test Machine for DUI Processing	11,000	11,000
Police	Fingerprint Machine	Livescan Workstation	18,000	18,000
Police	Patrol Vehicles	(10) Ford F-150 P.U 4X4 with Police Package	600,000	180,000
Police	Riot Gear Comp	Purchase of Riot Response Gear Helmets, Suits, Face Shields	74,300	-
Police	Honor Guard Uniforms	Honor Guard Detail for Special Events for PD & City (10K)	10,000	-
TOTAL POLICE DEPARTMENT			777,070	272,770
Police	Dispatch Console	Complete Addition of Full Equipped Dispatch Console	120,000	120,000
TOTAL IMPACT FEES POLICE			120,000	120,000
TOTAL POLICE DEPARTMENT GF, IF & SRF			897,070	392,770
Fire	Zoll Service Plan	(3) Warranty for our Zoll Cardiac Monitors	22,780	-
Fire	Replacement Vehicle	Command Vehicle 2020 Chevrolet Silverado Crew Cab	45,770	-
	Fill Station	SCBA's Fill Station		49,000
TOTAL FIRE			68,550	49,000
Fire	Fire Station	Fire Station#2	250,000	250,000
TOTAL IMPACT FEES FIRE			250,000	250,000
TOTAL FIRE DEPARTMENT GF & IF			318,550	299,000
Information Technology	Phone System Replacement	Phone System Replacement	150,000	150,000
Information Technology	Fiber Optic	Run Fiber Optic from FD to YC	18,000	18,000
Information Technology	Video Surveillance System	Server, Storage Surveillance Software, Licensing, and Cameras	15,000	15,000
Information Technology	Computers and Equipment	Pc/Laptop, monitors, keyboards, mounts, licensing	50,000	50,000
Information Technology	RDT touch HID	Replace Wall timeclock machine w/HID reader	31,900	31,900
Information Technology	iPads and accessories	iPad pro, case, glass covers, pen, and warranty	39,900	-
Information Technology	Smart Board Conference Room	Interactive display for Pedro Julian Room 75"	7,000	-
Information Technology	Upgrade Audio & New Voting System	Upgrade Council Chamber Video, Audio & New Voting System	40,000	18,000
TOTAL INFORMATION TECHNOLOGY			351,800	282,900
Facilities	Replacement Vehicle	2020 Chevrolet Silverado Crew Cab 2WD	31,140	31,140
Facilities	Replace A/C's	5 Ton Trane Package Unit H/P (4 units in case of A/C breaks down)	31,320	31,320
Facilities	Asphalt Rehab	Asphalt Rehab - Bldg. West Community Center	1,940	-
Facilities	Asphalt Rehab	Asphalt Rehab - Community Center	9,690	-
Facilities	Asphalt Rehab	Asphalt Rehab - Police Station	7,470	-
Facilities	Asphalt Rehab	Asphalt Rehab - Fire Station	3,790	-
Facilities	Asphalt Rehab	Asphalt Rehab - City Hall	12,130	-
TOTAL FACILITIES			97,480	62,460
Fleet Services	New Shop	New Fleet Services Shop	292,500	292,500
TOTAL FLEET SERVICES			292,500	292,500
TOTAL GENERAL FUND			3,232,140	2,352,090
TOTAL IMPACT FEES			1,370,000	1,550,000

City of San Luis				
Capital Projects Budget FY 2021				
DEPARTMENT REQUEST	ITEM NAME	DESCRIPTION	Department Request	Proposed Continuation Capital Projects
HW Users	Traffic Signal Co 22nd Street	New Traffic Signal and Expansion @ Co 22nd and 4th Avenue	150,000	150,000
HW Users	10th Ave Traffic Signal Light	Traffic Signal Light on the 10th Ave and Cesar Chavez Blvd. Intersection	500,000	500,000
HW Users	PPP21	Pavement Preservation Project FY21	350,000	350,000
HW Users	Sidewinder Road Project	Widening of Intersection of Sidewinder Rd and Co 22nd Street	120,000	120,000
HW Users	HW User Building	40 X 75 Building (Shop/Office/Storage)	200,000	-
HW Users	Roads	CSL Roadway Improvements in Support of 20 Acre SL Community Park Development	510,870	-
	Dump Trailer	Dump Trailer 14x82		15,000
	Trucks	(2) Trucks Chevrolet Colorado		55,000
TOTAL HURF DEPARTMENT			1,830,870	1,190,000
HW Users	4th Ave Intersection	4th Ave. / Cesar Chavez Blvd. Improvements Phase 2 and Traffic Signal	900,000	900,000
TOTAL HURF IMPACT FEES			900,000	900,000
TOTAL HIGHWAY USER FUND			2,730,870	2,090,000
Economic Development	CDBG-RA-Grant	Senior Center Expansion Project	459,770	459,770
Economic Development	Match Funds	Senior Center Expansion Project	200,000	200,000
Economic Development	CDBG-SSP	Rancho Los Oros Improvements Phase II	500,000	500,000
Economic Development	Match Funds	Rancho Los Oros Improvements Phase II	207,000	223,000
TOTAL SRF COMMUNITY DEVELOPMENT			1,366,770	1,382,770
TOTAL SRF - COMMUNITY DEVELOPMENT			1,366,770	1,382,770
Water	Water Tank Rehabilitation Project	Water Storage Tank Rehabilitation Project WS #5	425,000	425,000
Water	Aurora Pump	Horizontal split-case pump baseplate and 40 HP motor @ WS #3	20,000	20,000
Fleet Services	New Shop	New Fleet Services Shop	56,250	56,250
Water	Entrance Gate	Entrance Gate for Public Works Yard	18,500	-
Water	Land for Well Site	Land (2 acres)	80,000	80,000
Water	Well Site	Well Site, Storage Tank and Manganese Removal System	1,210,000	1,210,000
Billing & Collections	Relay 2500	Pitney Bowes Folder and Inserter Machine	7,070	7,070
TOTAL WATER FUND			1,816,820	1,798,320
Wastewater	Tractor	Kubota L3901 HST	34,000	34,000
Wastewater	Articulating Boom	Z-34 Self-Propelled Articulating Boom	52,000	52,000
Wastewater	Submersible Pump	Gadsden Lift Station Pump	36,500	36,500
Wastewater	Replacement Vehicle	Ford F-150 4X2 crew cab	26,500	26,500
Wastewater	Replacement Vehicle	Ford F-150 4X4 crew cab	35,000	35,000
Fleet Services	New Shop	New Fleet Services Shop	56,250	56,250
Wastewater	BS2013	Remaining Utility Bond S2013	1,320,000	1,320,000
TOTAL WASTEWATER FUND			1,560,250	1,560,250
Fleet Services	New Shop	New Fleet Services Shop	45,000	45,000
Solid Waste	New Truck	New Solid Waste Truck	281,870	281,870
TOTAL SOLID WASTE FUND			326,870	326,870
Ambulance	Zoll Service Plan	(4) Warranty for our Zoll Cardiac Monitors	30,670	-
Ambulance	New Ambulance	New Ambulance 2020 Dodge 4500	211,280	211,280
TOTAL AMBULANCE SERVICES			241,950	211,280
TOTAL ENTERPRISE FUNDS			3,945,890	3,896,720
TOTAL CITY WIDE			12,645,670	11,271,580

OPEN POSITIONS															
DEPARTMENT	JOB POSITION	HOURLY RATE	CURRENT SALARY	ASRS RET & PSPRS	DENTAL	VISION	HEALTH	Standard	Short Term Disability	Long Term Disability	FICA	MEDICARE	Unemployment	WC annual rate	TOTAL
City Administration	Office Assistant	12.00	24,960	3,050	451	131	7,640	60	223	-	1,548	362	150	60	38,634
Finance / Ambulance	Accounting Specialist	16.93	17,607	2,152	226	65	3,820	42	157	-	1,092	255	106	42	25,564
Development Services	Principal Planner	25.40	44,704	5,463	451	131	7,640	107	399	-	2,772	648	268	1,618	64,202
Cultural Center	Administrative Assistant 25%	15.78	8,206	1,003	113	33	1,910	20	73		509	119	49	20	12,053
Parks Ground	Maintenance Technician PT	13.15	13,676	-	-	-	-	-	-	-	848	198	82	424	15,228
Parks Ground	Maintenance Technician PT	13.15	13,676	-	-	-	-	-	-	-	848	198	82	424	15,228
	Total Parks Ground		27,352	-	-	-	-	-	-	-	1,696	397	164	848	30,456
Recreation	Administrative Assistant 25%	15.78	8,206	1,003	113	33	1,910	20	73		509	119	49	20	12,053
Youth Center	Administrative Assistant 25%	15.78	8,206	1,003	113	33	1,910	20	73		509	119	49	20	12,053
Municipal Pool	Administrative Assistant 25%	15.78	8,206	1,003	113	33	1,910	20	73		509	119	49	20	12,053
Senior Center	Office Assistant PT	12.00	6,240	-	-	-	-	-	-	-	387	90	37	15	6,770
Court	Court Security Officer	16.11	33,509	4,095	451	131	7,640	80	299	-	2,078	486	201	74	49,044
Police Department	Police Officer	21.30	44,304	13,433	451	131	7,640	106	396	111	2,747	642	266	1,941	72,167
	Police Officer	21.30	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Police Department		44,304	13,433	451	131	7,640	106	396	111	2,747	642	266	1,941	72,167
Fleet	Lot Porter/Detailer/Mechanic	17.09	35,547	4,344	451	131	7,640	85	317		2,204	515	213	992	52,440
IT	Network Administrator	23.13	48,110	5,879	451	131	7,640	115	430	-	2,983	698	289	1,742	68,467
TOTAL GENERAL FUND			315,156	42,426	3,384	982	57,300	676	2,514	111	19,540	4,570	1,891	7,410	455,959
HURF	Crew Leader Supervisor	18.02	37,482	4,580	451	131	7,640	90	335		2,324	543	225	3,310	57,111
Water	Water Chief Operator	20.83	43,326	5,294	451	131	7,640	104	387		2,686	628	260	1,898	62,806
Wastewater	Wastewater Operator	16.40	34,112	4,168	451	131	7,640	82	305		2,115	495	205	952	50,655
Ambulance / Finance	Accounting Specialist	16.93	17,607	2,152	226	65	3,820	42	157	-	1,092	255	106	42	25,564
TOTAL ENTERPRISE			95,046	11,615	1,128	327	19,100	228	849	-	5,893	1,378	570	2,892	139,025
GRAND TOTAL			447,683	58,621	4,963	1,440	84,040	994	3,698	111	27,756	6,491	2,686	13,611	652,095

FUND	Deficit Budget retreat	Reductions					Addition to deficit		Total reduction needed
		Capital Projects	Operating expenditures	Positions	Salary Adj Phase out	Allocations	Restricted revenues	Subsidize HURF	
GF	1,000,000	49,000	(82,000)	(72,000)	(194,000)	(550,000)		672,930	823,930
HURF	900,000	(440,870)	(15,000)		(70,000)	(108,000)	406,800	(672,930)	-
S Waste	152,961	(281,870)				102,443			(26,466)

Option 1	IF WE WANT TO DO ALL PROJECTS SUBMITTED IN HURF	
	TOTAL REDUCTION NEEDED FOR GENERAL FUND	\$ 823,930
Option 2	IF WE DO NOT WANT TO SUBSIDIZE HURF	
	TOTAL REDUCTION NEEDED FOR HURF	\$ 672,930
Option 3	GENERAL FUND CAN SUBSIDIZE HURF ONLY TO THE EXTEND THAT THERE ARE PROJECTS IN EXCESS OF \$500,000 THAT ARE PRIORITY TO COUNCIL	

Plan for Best and Worst case scenario

CONTINGENCIES

NOT CONTINGENCY ACCOUNT IN THE GENERAL FUND