



NOTICE OF BUDGET RETREAT

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 Budget Retreat beginning at 5:30 p.m., Friday, April 16, 2021 and April 17, 2021 beginning at 8:00 a. m. The meeting will take place at the San Luis Council Chambers located at 1090 E. Union Street, San Luis, Arizona.

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 East Union Street, San Luis, Arizona 85349; (928) 341-8520.

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

THIS NOTICE IS GIVEN BY:

/s/ Sonia Cornelio, City Clerk

AVISO DE JUNTA DEL PRESUPUESTO MUNICIPAL

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 Junta del Presupuesto Municipal el día Viernes, 16 de Abril del 2021 comenzando a las 5:30 p.m. y el día Sabado 17 de Abril del 2021 comenzando a las 8:00 a.m. La junta se llevará a cabo en la Sala del Cabildo ubicada en el 1090 E. Union Street, San Luis, Arizona.

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

4/12/2021

AGENDA

**Budget Retreat
San Luis City Council
San Luis Council
Chambers
1090 E. Union Street
San Luis, AZ 85349**

April 16, 2021 at 5:30 p.m.

April 17, 2021 at 8:00 a.m.

The April 16 and 17, 2021 Budget Retreat, 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 Sesión de del Presupuesto del Cabildo del 16 y 17 de Abril del 2021. 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.

1. CALL TO ORDER/ROLL CALL

2. DISCUSSION ITEMS, NO ACTION WILL BE TAKEN

2. A. Discussion on any and all matters regarding the proposed changes to the City of San Luis benefits plan for the Fiscal Year 2021-2022 presented by Ms. Susan Posada, City of San Luis Benefits Consultant. **(April 16, 2021)**

- 2. B. Discussion and review on any and all matters regarding the proposed City of San Luis Fiscal Year 2021-2022 Budget. **(April 16, 2021)**

- 2. C. Discussion and review on any and all matters regarding the proposed City of San Luis Fiscal Year 2021-2022 Budget. **(April 17, 2021)**

- 3. **ADJOURNMENT**



DISCUSSION ITEM

Budget Retreat

2. A.

Meeting Date: 04/16/2021

Department Head: Sonia Cornelio, City Clerk, City Clerk's Office

Submitted By: Sonia Cornelio, City Clerk, City Clerk's Office

ITEM:

Discussion on any and all matters regarding the proposed changes to the City of San Luis benefits plan for the Fiscal Year 2021-2022 presented by Ms. Susan Posada, City of San Luis Benefits Consultant. **(April 16, 2021)**

SUMMARY:

Ms. Susan Posada, Benefits Consultant, will be providing a presentation on any and all matters regarding the proposed changes to the City of San Luis benefits plan for the Fiscal Year 2021-2022.

SUPPORTING INFORMATION:

Discussion only, no action.

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED: N/A

AVAILABLE TO TRANSFER: N/A

ACCOUNT #/REMAINING BALANCE: N/A

FISCAL IMPACT STATEMENT:

There is no fiscal impact associated with this item.

Attachments

Presentation



**MANAGEMENT MEETING
2021 RENEWAL PRESENTATION
FOR JULY 1, 2021 TO JUNE 30, 2022**

APRIL 15, 2021



BCBS of Arizona Network Fees

		Option 1	Option 2	% Change Year 2
	Current	1 Year Renewal	2 Year Renewal	
US/Mexico				
Yr 1 PEPM	\$17.50	\$19.25	\$19.25	
Yr 2 PEPM	\$17.50	N/A	\$21.00	
Employees	228	228	228	
Total Monthly	\$7,980.00	\$4,389.00	\$9,177.00	
Total Annual	\$95,760.00	\$52,668.00	\$110,124.00	15.00%
	Premium for 2 yrs			

2017 \$15.75 (+\$0.25)

2018 \$16.00 (+\$0.25)

2019 \$17.50 (+\$1.50)

2020 \$17.50 (+\$0.00)

SERVICE FEE CHANGES

Service Changes	Rates 2020 - 2021 PEPM	Rates 20201-2022 PEPM	Rates % change
EBSO TPA Fees			
Medical	\$24.50	\$24.50	0%
Dental	\$3.00	\$3.00	0%
Claims Management	\$111 per hour	\$113 per hour	2.80%
SSA Mexico Network			
Siarmed			
Medical	\$3.00	\$3.00	0%
Dental	\$1.25	\$1.25	
Broker Fees	\$35.00	\$35.00	0%
BCBS Network Fees	\$17.50	19.25% Yr 1 21% Yr 2 2 year contract	15.00% Combined
ACA Fees	2020 - 2021	2021-2022	
PCCORI Fees	\$2.54	\$2.66	Per Avg Lives Est. 572

Stop Loss is not finalized until the claims for 3/31/2021 have been reviewed.

STOP LOSS COVERAGE ELEMENTS

Specific Coverage

- Coverage of claims per approved plan document
- Coverage Unlimited
- Specific Deductible \$50,000
- Coverage of RX

Aggregate Coverage

- Protects for the entire group to limit overall claims cost
- 125% Corridor
- Maximum Annual Reimbursement \$1,000,000

Projected Maximum Funding

- Calculated Monthly
- Calculation to determine Aggregate Coverage

**CITY OF SAN LUIS
STOP LOSS AND ADMINISTRATION RENEWAL EFFECTIVE JULY 1, 2021**

DESCRIPTION	2020-2021		Firm Until 5/7/2021		Firm Until 5/7/2021		Firm Until 5/7/2021		2021-2022		2021-2022	
	Current Symetra	\$50,000	Renewal - Option 1 Symetra	\$50,000	Renewal - Option 2 Symetra	\$75,000	Renewal - Option 3 Symetra	\$100,000	Option 4 HM Life Insurance	\$50,000	Option 5 IAT	\$75,000
STOP LOSS POLICY TERMS												
Specific Lifetime Maximum		Unlimited		Unlimited		Unlimited		Unlimited		Unlimited		Unlimited
Specific Annual Reimbursement		Unlimited		Unlimited		Unlimited		Unlimited		Unlimited		Unlimited
Specific Deductible	\$	50,000	\$	50,000	\$	75,000	\$	100,000	\$	50,000	\$	75,000
Specific Contract Basis		Paid		Paid		Paid		Paid		Paid		Paid
Specific Coverage		Medical		Medical		Medical		Medical		Medical		Medical
Specific Run-In Limits		N/A		N/A		N/A		N/A		N/A		N/A
Lasered Individuals		None		None		None		None		None		None
Aggregate Maximum	\$	1,000,000	\$	1,000,000	\$	1,000,000	\$	1,000,000	\$	1,000,000	\$	1,000,000
Aggregate Coverage		Medical & RX Card		Medical & RX Card		Medical & RX Card		Medical & RX Card		Medical & RX Card		Medical & RX Card
Aggregate Contract Basis		Paid		Paid		Paid		Paid		24/12		24/12
Aggregate Run-In Limits		N/A		N/A		N/A		N/A		N/A		N/A
Corridor		25%		25%		25%		25%		25%		25%
STOP LOSS PREMIUM												
Specific Premium												
Employee Rate	142	\$ 97.83	\$	108.05	142	\$ 78.80	\$	61.55	\$	119.03	\$	109.24
Employee + Spouse Rate	12	\$ 286.10	\$	311.46	12	\$ 232.40	\$	188.52	\$	333.86	\$	264.28
Employee + Child(ren) Rate	46	\$ 286.10	\$	311.46	46	\$ 232.40	\$	188.52	\$	333.86	\$	264.28
Employee + Spouse & Children Rate	63	\$ 286.10	\$	311.46	63	\$ 232.40	\$	188.52	\$	333.86	\$	264.28
Projected Total Monthly Specific Premium	263	\$ 48,509.96	\$	53,029.76	263	\$ 39,310.00	\$	31,551.02	\$	57,299.32	\$	47,489.96
Aggregate Rate PEPM	263	\$ 3.51	\$	3.86	263	\$ 4.72	\$	5.42	\$	4.02	\$	3.39
Projected Monthly Aggregate Premium		\$ 923.13	\$	1,015.18		\$ 1,241.36	\$	1,425.46	\$	1,057.26	\$	891.57
TOTAL PROJECTED PREMIUM												
Monthly		\$ 49,433.09	\$	54,044.94		\$ 40,551.36	\$	32,976.48	\$	58,356.58	\$	48,381.53
Annual		\$ 593,197.08	\$	648,539.28		\$ 486,616.32	\$	395,717.76	\$	700,278.96	\$	580,578.36
Percentage of increase over current				9.33%		-17.97%		-33.29%		18.05%		-2.13%
MAXIMUM CLAIM FUNDING FACTORS												
Employee	142	\$ 279.49	\$	360.31	142	\$ 395.44	\$	411.72	\$	357.86	\$	\$371.17
Employee + Spouse	12	\$ 789.48	\$	996.90	12	\$ 1,094.11	\$	1,139.14	\$	858.87	\$	\$1,019.87
Employee + Children	46	\$ 789.48	\$	996.90	46	\$ 1,094.11	\$	1,139.14	\$	858.87	\$	\$1,019.87
Employee + Spouse + Child(ren)	63	\$ 789.48	\$	996.90	63	\$ 1,094.11	\$	1,139.14	\$	858.87	\$	\$1,019.87
TOTAL PROJECTED MAXIMUM FUNDING	263				263							
Monthly		\$ 135,214.66	\$	171,788.92		\$ 188,539.79	\$	196,300.18	\$	154,739.39	\$	176,110.41
Annual		\$ 1,622,575.92	\$	2,061,467.04		\$ 2,262,477.48	\$	2,355,602.16	\$	1,856,872.68	\$	2,113,324.92
Percentage of increase over current				27.05%		39.44%		45.18%		14.44%		30.25%
PROJECTED ADMINISTRATION COSTS												
TPA Claims Administration Fee - EBSO Fees	263	\$ 24.50	\$	24.50	142	\$ 24.50	\$	24.50	\$	24.50	\$	24.50
Dental Claims Administration US EBSO Fees	263	\$ 3.00	\$	3.00	12	\$ 3.00	\$	3.00	\$	3.00	\$	3.00
ACA 1095/1094 Reporting (Estimate)	572	\$ 3.00	\$	3.00	46	\$ 3.00	\$	3.00	\$	3.00	\$	3.00
PPO Medical Access Fee - BCBS	142	\$ 17.50	\$	19.25	63	\$ 19.25	\$	19.25	\$	17.50	\$	17.50
Mexico Siarmed/SSA Medical and Dental Claims Admin.	263	\$ 4.25	\$	4.25	263	\$ 4.25	\$	4.25	\$	4.25	\$	4.25
Total Monthly Administration		\$ 12,551.25	\$	12,799.75		\$ 5,983.50	\$	5,983.50	\$	5,873.25	\$	5,873.25
Total Annual Administration		\$ 150,615.00	\$	153,597.00		\$ 71,802.00	\$	71,802.00	\$	70,479.00	\$	70,479.00
Total Annual Administration Fees With Reinsurance		\$ 150,615.00	\$	153,597.00		\$ 71,802.00	\$	71,802.00	\$	70,479.00	\$	70,479.00
Percentage of Increase/Decrease Over Current				1.98%		-52.33%		-52.33%		-53.21%		-53.21%
TOTAL PROJECTED PREMIUM, CLAIMS FUNDING & ADMINISTRATION COSTS												
Monthly		\$ 200,048.09	\$	207,641.94		\$ 112,353.36	\$	104,778.48	\$	128,835.58	\$	118,860.53
Annual		\$ 2,400,577.08	\$	2,863,603.32		\$ 1,348,240.32	\$	1,257,341.76	\$	1,546,026.96	\$	1,426,326.36
Percentage of Increase Over Current				19.29%		-43.84%		-47.62%		-35.60%		-40.58%

TELEDOC – HEALTHIEST YOU

TeleDoc Healthiest You						
	Employees	Fixed Cost	Monthly Total	Annual Total	Savings for 12 mos *	Renewal
Medical Only (Core Product)	256	\$8	\$2,048	\$24,576	\$47,564	\$8 PEPM No Change
Bundle	256	\$13	\$3,328	\$39,936	\$116,225	
Cost Difference to add Bundle/Savings				(\$15,360)	\$68,661	

Renews 7/1/2021 for 1 year

Bundle Includes

The HealthiestYou Complete Bundle consist of the all the following services **with unlimited access at a \$0 visit fee:**

General Medical: 24/7/365 access to board certified, licensed MD to diagnose, treat and prescribe as needed. **Spanish Speaking Providers Available**

Mental Health: Members have on-going virtual visits with licensed psychiatrist, psychologist, or therapist of their choice. **Spanish Speaking Providers Available**

Dermatology: Virtual access to board certified dermatologist to diagnose, treat and prescribe on dermatological conditions.

Access through App. Only. TeleDoc working on adding Spanish Speaking Providers

Neck/Back Care: Virtual exercise-based treatment plan coupled with access to certified health coach consultations. **Spanish Speaking Providers Available**

Expert Medical Services: Personalized second opinions, advice, and recommendations for critical/complex conditions by experts ranging across 450+ specialties

Nutrition: Virtual access to 150+ registered dietitians to obtain personalized nutrition guide which includes meal plans, shopping guide, supplement suggestions and ongoing support 7 days a week. **TeleDoc working on providing Spanish Speaking Providers**

* Savings for Core Product was calculatated based on 12 mos ending 12/31/2021 experience

The estimated savings for the bundle is based on HY on a school district with 224 employees

EAP Preferred 6 visits per employee renewal is 7/1/2023. Rate \$2.28 PEPM 243 Enrolled \$6,648 Cost per year.

BASIC LIFE PLAN

Benefits	Current and Renewal			Option 1 \$50,000 Flat		
Eligibility	All Employees			All Employees		
Life Insurance Benefit	1 X Salary to \$50,000			\$50,000		
Basic AD&D	1 X Salary to \$50,000			\$50,000		
Rate Guarantee	7/1/2024			7/1/2024		
	Volume	Rates per \$1,000	Monthly Premium	Volume	Rates per \$1,000	Monthly Premium
Life Amount	\$10,222,700	\$0.15	\$1,533.41	\$13,015,000	\$0.15	\$1,952.25
AD&D Amount		\$0.04	\$408.91		\$0.04	\$520.60
Estimated Annual Premium		\$23,307.76			\$29,674.20	
Total Change from Current		\$0			\$0	
Total Annual Difference		N/A			\$6,366	
Total Change from Current		0.00%			27.31%	
Guarantee		3 Years			3 Years	

Coverage decreases by 35% at age 70 and 50% at age 75

Guarantee is from 7/1/2021 to 7/1/2024

US MEDICAL PLAN

US Plan Medical Member Pays	US Plan BCBS of Arizona Current Plan		US Plan BCBS of Arizona Renewal Plan	
	In Network	Out of Network ***	In Network	Out of Network ***
Out of Pocket Maximums				
Individual (In/Out)	\$4,500	\$20,000	\$4,500	\$20,000
Family (In/Out)	\$9,000	\$40,000	\$9,000	\$40,000
Deductible				
Individual (In/Out)	\$750	\$1,500	\$750	\$1,500
Family (In/Out)	\$1,500	\$3,000	\$1,500	\$3,000
Coinsurance	20% + deductible	50% + deductible	20% + deductible	50% + deductible
Office Visit/Specialist	\$15 Copay/\$25 Copay	50% + deductible	\$15 Copay/\$25 Copay	50% + deductible
X-Ray and Lab's				
Routine Labs - Primary/Specialist	\$15/\$25 Copay	50% + deductible	\$15/\$25 Copay	50% + deductible
Esurgeries *	\$0	50% + deductible	\$0	50% + deductible
Hospital and non-Contracted Provider	20% + deductible	50% + deductible	20% + deductible	50% + deductible
Complex Imaging MRI, CT, Pet Scan **				
Esurgeries *	\$0	50% + deductible	\$0	50% + deductible
Hospital and non-Contracted Provider	20% + deductible	50% + deductible	20% + deductible	50% + deductible
Rehabilitation				
Specialist Visit	\$30 Copay	50% + deductible	\$30 Copay	50% + deductible
Hospitalization	20% + deductible	50% + deductible	20% + deductible	50% + deductible
60 Visits Max combined Physical, Speech, Occupational, Pulmonary, Cardiac, Chiropractic				
Prescriptions	\$5/\$35/\$55	Not Covered	\$5/\$35/\$55	Not Covered
Mail Order Pharmacy (90 Days)	\$15/\$75/\$135	Not Covered	\$15/\$75/\$135	Not Covered
Emergency Room		80%		80%
Urgent Care	\$30 Copay	50% + deductible	\$30 Copay	50% + deductible
Hospitalization **	20% + deductible	50% + deductible	20% + deductible	50% + deductible
Out Patient Surgery **	20% + deductible	50% + deductible	20% + deductible	50% + deductible
Esurgeries *	\$0	50% + deductible	\$0	50% + deductible
Ambulance		20% + deductible		20% + deductible
Behavioral/Mental Health Services **				
Inpatient	20% + deductible	50% + deductible	20% + deductible	50% + deductible
Outpatient	\$15 Copay	50% + deductible	\$15 Copay	50% + deductible
Rate Guarantee Period		12 Months		12 Months
Annual Maximums		Unlimited		Unlimited
Network		BCBS		BCBS
Rates:		Four Tier		Four Tier
Employee	143	\$636.67		\$636.67
Employee + Spouse	6	\$1,321.22		\$1,321.22
Employee+ Child	38	\$1,321.22		\$1,321.22
Family	36	\$2,021.09		\$2,021.09
Monthly Premium	223	\$221,936.73		\$221,936.73
Annual Premium		\$2,663,240.76		\$2,663,240.76
Percentage Change				0.00%

* Esurgeries - when utilizing Esurgery services, all copays, deductibles are waived

** Prior Authorization for Imaging, Out-patient, Hospitalization and Skilled Nursing facilities for non-emergency admission is required and subject to penalty, In Network \$500, Out of Network 50% of the total cost of service

*** Insured are responsible for balance billing on out of network services

MEXICO MEDICAL PLAN

Mexico Medical Plan Medical Member Pays	Mexico Plan Siarmed Present Plan		Mexico Plan Siarmed Renewal Plan	
	In Network	Out of Network	In Network	Out of Network
Out of Pocket Maximums				
Individual (In/Out)	\$6,250	Not Covered	\$4,500	Not Covered
Family (In/Out)	\$12,500	Not Covered	\$9,000	Not Covered
Deductible				
Individual (In/Out)	\$0	Not Covered	\$0	Not Covered
Family (In/Out)	\$0	Not Covered	\$0	Not Covered
Coinsurance	100%	Not Covered	100%	Not Covered
Office Visit/Specialist	\$5 Copay		\$5 Copay	
Diagnostic Labs				
Contracted Facilities	\$10 Copay	Not Covered	\$10 Copay	Not Covered
Radiology (MRI, MRA, CT, PET)	\$25 Copay	Not Covered	\$25 Copay	Not Covered
Preventative - Lab & Radiology	\$5 Copay	Not Covered	\$5 Copay	Not Covered
Prescriptions	\$3/\$6 Copay	Not Covered	\$2/\$5	Not Covered
Mail Order Pharmacy (90 Days)	N/A	Not Covered	N/A	Not Covered
Emergency Room	\$150 Copay	\$150 Copay	\$150 Copay	\$150 Copay
Urgent Care	\$20 Copay	Not Covered	\$20 Copay	Not Covered
Hospital	\$50 Copay	Not Covered	\$50 Copay	Not Covered
Out Patient Surgery	\$25 Copay	Not Covered	\$25 Copay	Not Covered
Ambulance	N/A	Not Covered	N/A	Not Covered
Behavioral/Mental Health Services				
Inpatient	Not available	Not Covered	Not available	Not Covered
Outpatient	\$5 Copay	Not Covered	\$5 Copay	Not Covered
Rate Guarantee Period		12 Months		12 Months
Annual Maximums		Unlimited		Unlimited
		Siarmed		Siarmed
Network		Four Tier		Four Tier
Employee	2	\$232.00		\$232.00
Employee + Spouse	6	\$481.39		\$481.39
Employee+ Child	8	\$481.39		\$481.39
Family	26	\$702.95		\$702.95
Monthly Premium	42	\$25,480.16		\$25,480.16
Annual Premium		\$305,761.92		\$305,761.92
Percentage Change				0.0%

The plan does not include any Out of Network Coverage with the Exception of Emergency Services

DENTAL US AND MEXICO PLANS

Dental Benefits		US/MX Coverage			Siarmed Mexico Coverage Current	Siarmed Mexico Coverage Renewal
		Present	Renewal		No Out of Network Benefits	No Out of Network Benefits
DEDUCTIBLE						
Individual		\$25	\$25		\$0	\$0
Family		\$50	\$50		\$0	\$0
MAXIMUM ANNUAL BENEFIT						
Orthodontics - Lifetime Max		\$2,000	\$2,000		\$1,000	\$1,000
Orthodontics - Children 19 and under per person		\$2,000	\$2,000		\$1,000	\$1,000
		50%	50%		50%	50%
COINSURANCE						
Preventive Service		100%	100%		\$10 Copay	\$10 Copay
Basic Services		80%	80%		\$20 Copay	\$20 Copay
Major Services		50%	50%		\$50 Copay	\$50 Copay
Orthodontics		50%	50%		50%	50%
\$1,000 Lifetime Maximum						
RX		N/A	N/A		N/A	\$3/\$6
Rate Guarantee		12 Months	12 Months		12 Months	12 Months
RATES:		Four Tier	Four Tier		Four Tier	Four Tier
Employee	140	\$37.60	\$37.60	2	\$16.78	\$16.78
Employee & Spouse	4	\$75.19	\$75.10	11	\$33.55	\$33.55
Employee & Children	31	\$75.19	\$75.19	14	\$33.55	\$33.55
Family	31	\$93.85	\$93.85	14	\$44.73	\$44.73
Total Monthly Premium	206	\$10,805.00	\$10,804.64	41	\$1,498.53	\$1,498.53
Annual Premium		\$129,660.00	\$129,655.68		\$17,982.36	\$17,982.36
Annual Difference			0.00%			0.00%

Lifetime Maximum - Dependents must be covered under plan for 12 consecutive months before orthodontia is available

US Dental Coverage allows for coverage in Mexico

There is no Out of Network coverage on the Mexico Only Plan

Deductible applies for Basic, Major and Ortho services in the US

SHORT TERM DISABILITY PLAN

Benefits	Current and Renewal		
Eligibility	All Employees		
Maximum Weekly Benefit	\$2,000		
Accident Benefit Begins on Day	15		
Sickness Benefit Begins on Day	15		
Maximum Benefit Duration	180 days		
Benefit Percentage	66.67%		
Off-set Definition	See Below		
Rate Guarantee	7/1/2024		
	Volume	Rates per \$10	Monthly Premium
	\$142,611	\$0.580	\$9,164.92
		Annual Premium	
		\$109,979.04	
Total Change from Current (%)	No Change		
Total Change from Current (\$)	\$0		
Guarantee	3 Years		

Annual Earnings include, salary, commissions, shift differential pay

Guarantee is from 7/1/2021 to 7/1/2024

LONG TERM DISABILITY PLAN

Benefits	The Standard - CURRENT and Renewal	
Class/ Eligibility	Public Safety Only	
Weekly Benefit	60% of 1st \$16,667	
Maximum Monthly Benefit	\$10,000	
Accident Benefit Begin On Day	181	
Sickness Benefit Begin on Day	181	
Maximum Benefit Period	To age 65	
Employee Assistance Program	Included	
Rate Guarantee		
Volume	Rates per \$100	Monthly Premium
\$257,721	\$0.25	\$644.30
Estimated Annual Premium		\$7,732
Total Change from Current (%)	No Change	
Total Change from Current (\$)	\$0	
Guarantee	3 Year	

**Benefit decrease after age 62 or continues to age 65/Social Security age*

Guarantee is from 7/1/2021 to 7/1/2024

VISION PLAN

Vision Plan (No Renewal)	Vision Service Plan	
	Current	
	In Network	Out of Network
Exam Copay	\$10	N/A
Frame Copay	\$25	N/A
Contact Exam	Up to \$60	N/A
Standard Lenses (pair)		
Single	100%	Up to \$50
Bifocal	100%	Up to \$75
Trifocal	100%	Up to \$100
Lenticular	N/A	N/A
Frame Allowance	\$150	Up to \$70
Progressive (standard)	100%	Up to \$75
Elective Contact Lenses	Coverage Up to \$130	Up to \$105
Necessary Contact lenses	100%	Up to \$105
Contact Allowance in lieu of glasses	\$130	Up to \$105
LASIK Benefit	Up to 15% Discount	N/A
Coverage for Dependents	Up to 26	
Frequency		
Exam	12 Months	
Lenses	12 Months	
Frames	12 Months	
Contacts	12 Months	
Network	VSP	
Rate Guarantee	7/1/2023	
RATES:	Two Tier	
Employee Only	176	\$11.29
Family	87	\$24.26
Total Monthly Premium	263	\$4,097.66
Annual Premium		\$49,171.92
Percentage Change		

*Only one co-pay applies either the materials or the frames, if both services are being received only one co-pay applies.

*Contact lenses are in lieu of glasses

Renews 7/1/2023, in second year of 3 year renewal

CONTRIBUTION SHEET

Benefit Type	Coverage	Premium	Employer Cost	Employee Cost	
Benefit	Who's Covered	Monthly	Monthly	Monthly	Per Pay Check (24)
Medical– US & Mexico (EBSO/ BCBS)	Employee Only	\$604.84	\$604.84	\$0.00	\$0.00
	Employee & Spouse	\$1,255.16	\$970.49	\$284.67	\$142.34
	Employee & Child(ren)	\$1,255.16	\$970.49	\$284.67	\$142.34
	Family	\$1,920.04	\$1,484.57	\$435.47	\$217.73
Medical– Mexico Only	Employee Only	\$220.40	\$220.40	\$0.00	\$0.00
	Employee & Spouse	\$457.32	\$353.60	\$103.72	\$51.86
	Employee & Child(ren)	\$457.32	\$353.60	\$103.72	\$51.86
	Family	\$667.80	\$516.34	\$151.46	\$75.73
Dental– US & Mexico	Employee Only	\$36.47	\$36.47	\$0.00	\$0.00
	Employee & Spouse	\$72.93	\$31.88	\$41.05	\$20.52
	Employee & Child(ren)	\$72.93	\$31.88	\$41.05	\$20.52
	Family	\$91.03	\$39.79	\$51.24	\$25.62
Dental – Mexico Only (Siarmed)	Employee Only	\$16.28	\$16.28	\$0.00	\$0.00
	Employee & Spouse	\$32.54	\$14.23	\$18.31	\$9.16
	Employee & Child(ren)	\$32.54	\$14.23	\$18.31	\$9.16
	Family	\$43.39	\$18.97	\$24.42	\$12.21
Vision Plan - VSP	Employee Only	\$11.29	\$11.29	\$0.00	\$0.00
	Family	\$24.26	\$11.29	\$12.97	\$6.49
Teledoc - Healthiest You	Employee	\$15.00	\$15.00	\$0.00	\$0.00
	Family	\$0.00	\$0.00	\$0.00	\$0.00
Short-term Disability - Standard	All Employees	\$ 0.58 per \$10 of annual salary	\$ 0.58 per \$10 of annual salary	\$0.00	\$0.00
Long-term Disability - Standard	Public Safety Employees	\$0.25 per \$100 of monthly salary	\$0.25 per \$100 of monthly salary	\$0.00	\$0.00
Basic Life & AD&D - Standard \$50,000 Flat Coverage	All Employees	\$9.50	\$9.50	\$0.00	\$0.00
Transwestern Voluntary MX Medical Insurance	Family	\$97.00	\$0.00	\$97.00	\$48.50
Employee Assistance Program	Public Safety	Included with	\$0.00	\$0.00	\$0.00
EAP Preferred	All Employees	\$2.28	\$2.28	\$0.00	\$0.00

Employer & Employee Contribution Calculations - Renewal Plan Medical, Dental and Vision

Proposed rates for 7/1/2021 - 6/30/2022

Coverage	Enrollment Tier	Medical Rate	Employer Contribution		Employee Contribution		Dental Rate	Employer Contribution		Employee Contribution		Vision Premium	Employer Contribution		Employee Contribution	
			Medical Premium	Medical	Medical	Medical		Dental Premium	Dental	Dental	Vision Rate		Vision Premium	Vision	Vision	
Medical, Dental & Vision	US & Mexico-Employee Cost	\$ 604.84	\$ 86,492.12	\$ 86,492.12	\$ -	\$ 36.47	\$ 5,105.80	\$ 5,105.80	\$ -	\$ 11.29	\$ 1,987.04	\$ 1,987.04	\$ -			
Medical, Dental & Vision	US & Mexico-Spouse Cost	\$ 1,255.16	\$ 7,530.96	\$ 5,822.94	\$ 1,708.02	\$ 72.93	\$ 291.72	\$ 127.54	\$ 164.18							
Medical, Dental & Vision	US & Mexico-Child(ren) Cost	\$ 1,255.16	\$ 47,696.08	\$ 36,878.61	\$ 10,817.47	\$ 72.93	\$ 2,260.83	\$ 988.43	\$ 1,272.40							
Medical, Dental & Vision	Us & Mexico-Spouse & Child(ren) Cost	\$ 1,920.04	\$ 69,121.44	\$ 53,444.70	\$ 15,676.74	\$ 91.03	\$ 2,821.93	\$ 1,233.47	\$ 1,588.46	\$ 24.26	\$ 2,110.62	\$ 981.86	\$ 1,128.76			
Medical, Dental & Vision	Mexico-Employee	\$ 220.40	\$ 440.80	\$ 440.80	\$ -	\$ 16.28	\$ 32.56	\$ 32.56	\$ -							
Medical, Dental & Vision	Mexico-Employee & Spouse	\$ 457.32	\$ 2,743.92	\$ 2,121.60	\$ 622.32	\$ 32.54	\$ 357.94	\$ 156.49	\$ 201.45							
Medical, Dental & Vision	Mexico-Employee & Children	\$ 457.32	\$ 3,658.56	\$ 2,828.80	\$ 829.76	\$ 32.54	\$ 455.56	\$ 199.17	\$ 256.39							
Medical, Dental & Vision	Mexico-Emp, Spouse & Child(ren) Cost	\$ 667.80	\$ 17,362.80	\$ 13,424.92	\$ 3,937.88	\$ 43.39	\$ 1,345.09	\$ 587.94	\$ 757.15							
Monthly Premium Totals			\$ 235,046.68	\$ 201,454.48	\$ 33,592.20		\$ 12,671.43	\$ 8,431.40	\$ 4,240.03		\$ 4,097.66	\$ 1,906.23	\$ 2,191.43			
Annual Premium Totals			\$ 2,820,560.16	\$ 2,417,453.75	\$ 403,106.41		\$ 152,057.16	\$101,176.82	\$ 50,880.34		\$ 49,171.92	\$ 22,874.78	\$ 26,297.14			

Combined Monthly Total	\$ 251,815.77
Employer Contribution Monthly	\$ 211,792.11
Other Expenses	\$ 200,469.40
Annual Total	\$ 3,222,258.64
Changes from Current:	
Dollar Change	\$27,870.44
Percent Change	0.87%

2021-2022 Contribution Assumptions					
	MEDICAL	EE Only	EE/Spouse	EE/Children	Family
US & Mexico					
Employer %	100.00%	77.32%	77.32%	77.32%	77.32%
Employee %	0.00%	22.68%	22.68%	22.68%	22.68%
Mexico					
Employer %	100.00%	77.32%	77.32%	77.32%	77.32%
Employee %	0.00%	22.68%	22.68%	22.68%	22.68%
DENTAL					
US & Mexico					
Employer %	100.00%	43.72%	43.72%	43.71%	43.71%
Employee %	0.00%	56.28%	56.28%	56.29%	56.29%
Mexico					
Employer %	100.00%	43.72%	43.72%	43.71%	43.71%
Employee %	0.00%	56.28%	56.28%	56.29%	56.29%
VISION					
Employer %	100.00%	N/A	N/A	46.52%	
Employee %	0.00%	N/A	N/A	53.48%	

	Enrollment Counts	Medical		Dental		Healthiest You		Vision	
		Medical	Dental	Medical	Dental	Medical	Dental	Medical	Dental
	US-Single	143	140			256	176		
	US-Employee + Spouse	6	4						
	US-Employee + Child(ren)	38	31						
	US-Family	36	31				87		
	MX-Single	2	2						
	MX-Employee + Spouse	6	11						
	MX-Employee + Child(ren)	8	14						
	MX-Family	26	31						
		265	264			256	263		
EAP		\$7,004.16							
Healthiest You \$15.00 PEP (256EE's)		\$46,080							
Short Term Disability		\$ 109,979.04							
Long Term Disability		\$ 7,732.00							
Basic Life Insurance		\$29,674.20							
	Total		\$200,469.40						

Current Premium Rates 07-01-2020 to 6-30-2021

Coverage	Enrollment Tier	Medical Rate	Medical Premium	Employer Contribution Medical	Employee Contribution Medical	Dental Rate	Dental Premium	Employer Contribution Dental	Employee Contribution Dental	Vision Rate	Vision Premium	Employer Contribution Vision	Employee Contribution Vision
Medical, Dental & Vision	US & Mexico-Employee Cost	\$ 604.84	\$ 86,492.12	\$ 86,492.12	\$ -	\$ 36.47	\$ 5,105.80	\$ 5,105.80	\$ -	\$ 11.29	\$ 1,987.04	\$ 1,987.04	\$ -
Medical, Dental & Vision	US & Mexico-Spouse Cost	\$ 1,255.16	\$ 7,530.96	\$ 5,822.94	\$ 1,708.02	\$ 72.93	\$ 291.72	\$ 127.54	\$ 164.18				
Medical, Dental & Vision	US & Mexico-Child(ren) Cost	\$ 1,255.16	\$ 47,696.08	\$ 36,878.61	\$ 10,817.47	\$ 72.93	\$ 2,260.83	\$ 988.43	\$ 1,272.40				
Medical, Dental & Vision	Us & Mexico-Spouse & Child(ren) Cost	\$ 1,920.04	\$ 69,121.44	\$ 53,444.70	\$ 15,676.74	\$ 91.03	\$ 2,821.93	\$ 1,233.47	\$ 1,588.46	\$ 24.26	\$ 2,110.62	\$ 981.86	\$ 1,128.76
Medical, Dental & Vision	Mexico-Employee	\$ 220.40	\$ 440.80	\$ 440.80	\$ -	\$ 16.28	\$ 32.56	\$ 32.56	\$ -				
Medical, Dental & Vision	Mexico-Employee & Spouse	\$ 457.32	\$ 2,743.92	\$ 2,121.60	\$ 622.32	\$ 32.54	\$ 357.94	\$ 156.49	\$ 201.45				
Medical, Dental & Vision	Mexico-Employee & Children	\$ 457.32	\$ 3,658.56	\$ 2,828.80	\$ 829.76	\$ 32.54	\$ 455.56	\$ 199.17	\$ 256.39				
Medical, Dental & Vision	Mexico-Emp, Spouse & Child(ren) Cost	\$ 667.80	\$ 17,362.80	\$ 13,424.92	\$ 3,937.88	\$ 43.39	\$ 1,345.09	\$ 587.94	\$ 757.15				
	Monthly Premium Totals		\$ 235,046.68	\$ 201,454.48	\$ 33,592.20		\$ 12,671.43	\$ 8,431.40	\$ 4,240.03		\$ 4,097.66	\$ 1,906.23	\$ 2,191.43
	Annual Premium Totals		\$ 2,820,560.16	\$ 2,417,453.75	\$ 403,106.41		\$ 152,057.16	\$101,176.82	\$ 50,880.34		\$ 49,171.92	\$ 22,874.78	\$ 26,297.14

Combined Monthly Total	\$ 251,815.77
Employer Contribution Monthly	\$ 211,792.11
Other (see below)	\$ 172,598.96
Annual Total	\$ 3,194,388.20

Changes from Current:	
Dollar Change	
Percent Change	

Enrollment Counts	Medical	Dental	Healthiest You	Vision
US-Single	143	140	256	176
US-Employee + Spouse	6	4		
US-Employee + Child(ren)	38	31		
US-Family	36	31		87
MX-Single	2	2		
MX-Employee + Spouse	6	11		
MX-Employee + Child(ren)	8	14		
MX-Family	26	31		
	265	264	256	263

EAP	\$ 7,004.16
Healthiest You \$8.00 PEPM (256EE's)	\$ 24,576.00
Short Term Disability	\$ 109,979.04
Long Term Disability	\$ 7,732.00
Basic Life Insurance	\$ 23,307.76

Total **\$ 172,598.96**

2020-2021 Contribution Assumptions				
MEDICAL	EE Only	EE/Spouse	EE/Children	Family
US & Mexico				
Employer %	100.00%	77.32%	77.32%	77.32%
Employee %	0.00%	22.68%	22.68%	22.68%
Mexico				
Employer %	100.00%	77.32%	77.32%	77.32%
Employee %	0.00%	22.68%	22.68%	22.68%
DENTAL				
US & Mexico				
Employer %	100.00%	43.72%	43.72%	43.71%
Employee %	0.00%	56.28%	56.28%	56.29%
Mexico				
Employer %	100.00%	43.72%	43.72%	43.71%
Employee %	0.00%	56.28%	56.28%	56.29%
VISION				
US & Mexico				
Employer %	100.00%	N/A	N/A	46.52%
Mexico				
Employee %	0.00%	N/A	N/A	53.48%

Contribution Comparison 2020-2021 - 2021 - 2022

Proposed rates for 7/1/2021 - 6/30/2022

Contribution Changes Employee Benefits - Employer (ER), Employee (EE)

	Current Plan			Renewal Option			ER Difference Contribution	% Change
	2020-2021 Total Premium	2020-2021 ER Contribution	2020-2021 EE Contribution	2021-2022 Total Premium	2021-2022 ER Contribution	2021-2022 EE Contribution		
Medical (US & Mex)	\$ 2,820,560.16	\$ 2,417,453.75	\$ 403,106.41	\$ 2,820,560.16	\$ 2,417,453.75	\$ 403,106.41	\$ -	0.00%
Dental (US & Mex)	\$ 152,057.16	\$ 101,176.82	\$ 50,880.34	\$ 152,057.16	\$ 101,176.82	\$ 50,880.34	\$ -	0.00%
Vision	\$ 49,171.92	\$ 22,874.78	\$ 26,297.14	\$ 49,171.92	\$ 22,874.78	\$ 26,297.14	\$ -	0.00%
Short Term Disability	\$ 109,979.04	\$ 109,979.04	\$ -	\$ 109,979.04	\$ 109,979.04	\$ -	\$ -	0.00%
Long Term Disability	\$ 7,732.00	\$ 7,732.00	\$ -	\$ 7,732.00	\$ 7,732.00	\$ -	\$ -	0.00%
Basic Life	\$ 23,307.76	\$ 23,307.76	\$ -	\$ 29,674.20	\$ 29,674.20	\$ -	\$ 6,366.44	27.31%
Healthiestyou	\$24,576	\$24,576		\$ 46,080.00	\$ 46,080.00			0.00%
EAP Preferred	\$7,004.16	\$7,004.16		\$7,004.16	\$7,004.16			
Total Budget Requirements	\$ 3,194,388.20	\$ 2,714,104.31	\$ 480,283.89	\$ 3,222,258.64	\$ 2,741,974.75	\$ 480,283.89	\$ 6,366.44	1.02%

Premium Increases	\$	%
Medical Premium (US & Mexico)	\$0.00	0.00%
Dental Premium	\$0.00	0.00%
Life, STD, LTD Premium	\$6,366.44	4.51%

Summary

Medical	Increase in Total Premium	\$0.00
	Employer Portion	\$0.00
	Employee Portion	\$0.00
Dental	Increase in Total Premium	\$0.00
	Employer Portion	\$0.00
	Employee Portion	\$0.00
Total Changes:	All Benefits	\$27,870.44
	ER	\$27,870.44
	EE	\$0.00



- Thank You for your
Business



DISCUSSION ITEM

Budget Retreat

2. B.

Meeting Date: 04/16/2021

Department Head: Sonia Cornelio, City Clerk, City Clerk's Office

Submitted By: Sonia Cornelio, City Clerk, City Clerk's Office

ITEM:

Discussion and review on any and all matters regarding the proposed City of San Luis Fiscal Year 2021-2022 Budget. **(April 16, 2021)**

SUMMARY:

Mayor, City Council, and City staff will discuss and review any and all matters regarding the proposed City of San Luis Fiscal Year 2021-2022 Budget.

SUPPORTING INFORMATION:

Discussion only, no action.

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED: N/A

AVAILABLE TO TRANSFER: N/A

ACCOUNT #/REMAINING BALANCE: N/A

FISCAL IMPACT STATEMENT:

There is no fiscal impact associated with this item.

Attachments

Finance

Public Works



CITY OF
SAN LUIS
A R I Z O N A

San Luis City Hall

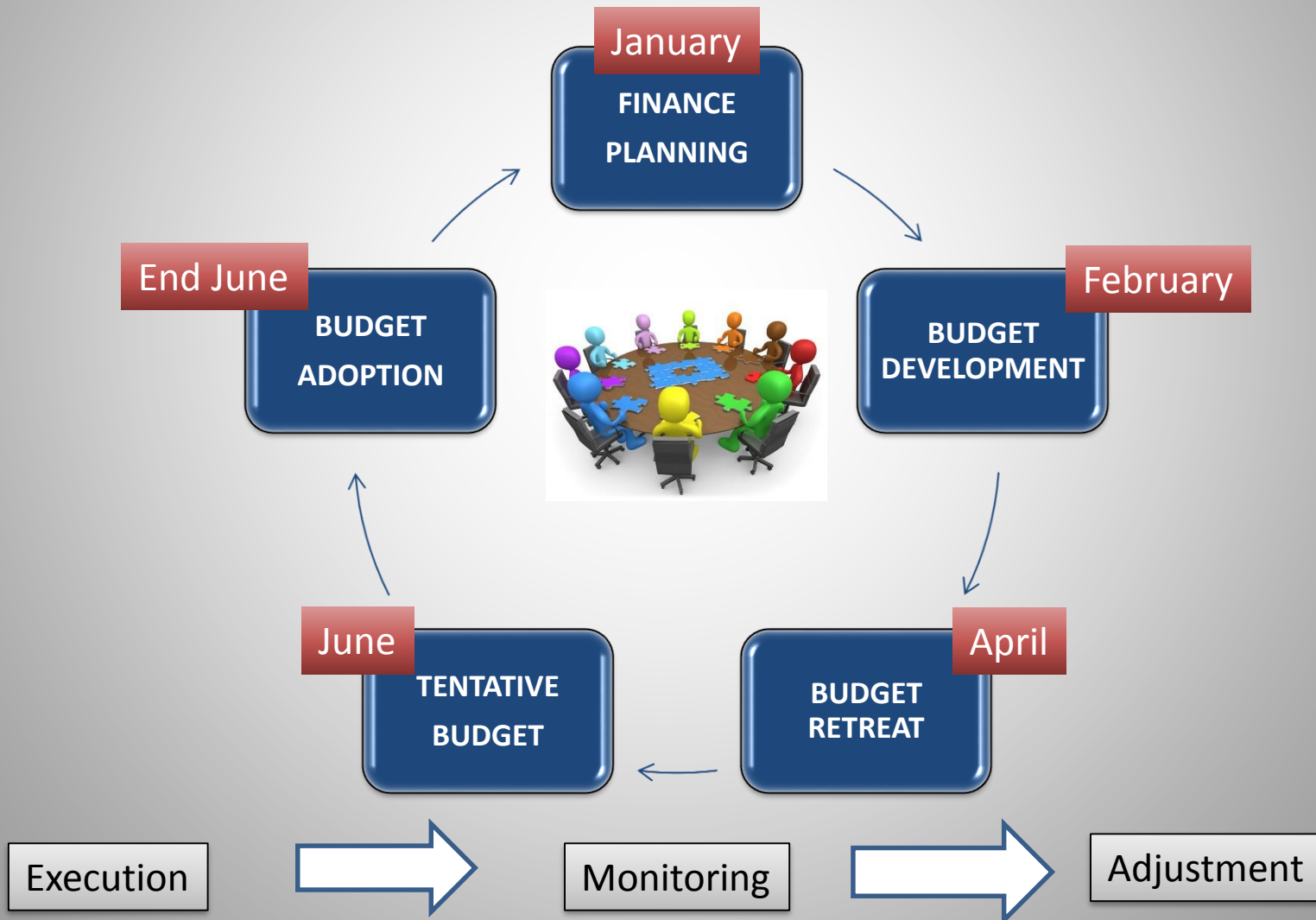
1090

BUDGET OVERVIEW

FISCAL YEAR 2022

City of San Luis BUDGET PROCESS

Allocation of resources to programs, services and capital infrastructure.





Budget Retreat Objectives

Presents highlights of the proposed budget.

Provides an overview of expenses and revenues for Fiscal year 2022.

Department heads will provide an overview of their departments, and proposed requests.

Obtain council input about the information presented, and what do you expect from the budget.

The proposed FY 2022 budget addresses the following priorities:





Revenues



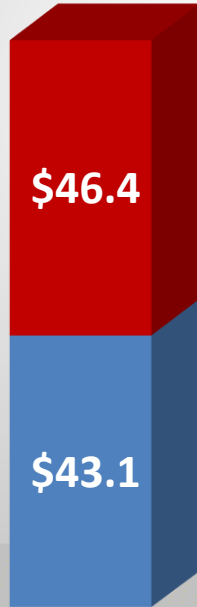
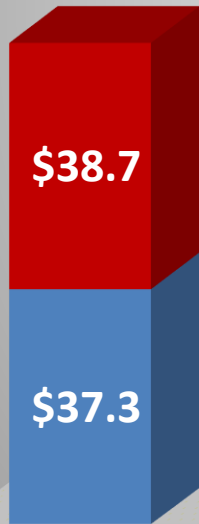
REVENUE COMPARISON

In Millions

Budget Actual

* Projection

9% Average



9 % FY 21 Projection
Increase of 5.1 M
FY 21 Projection

FY 2017

FY 2018

FY 2019

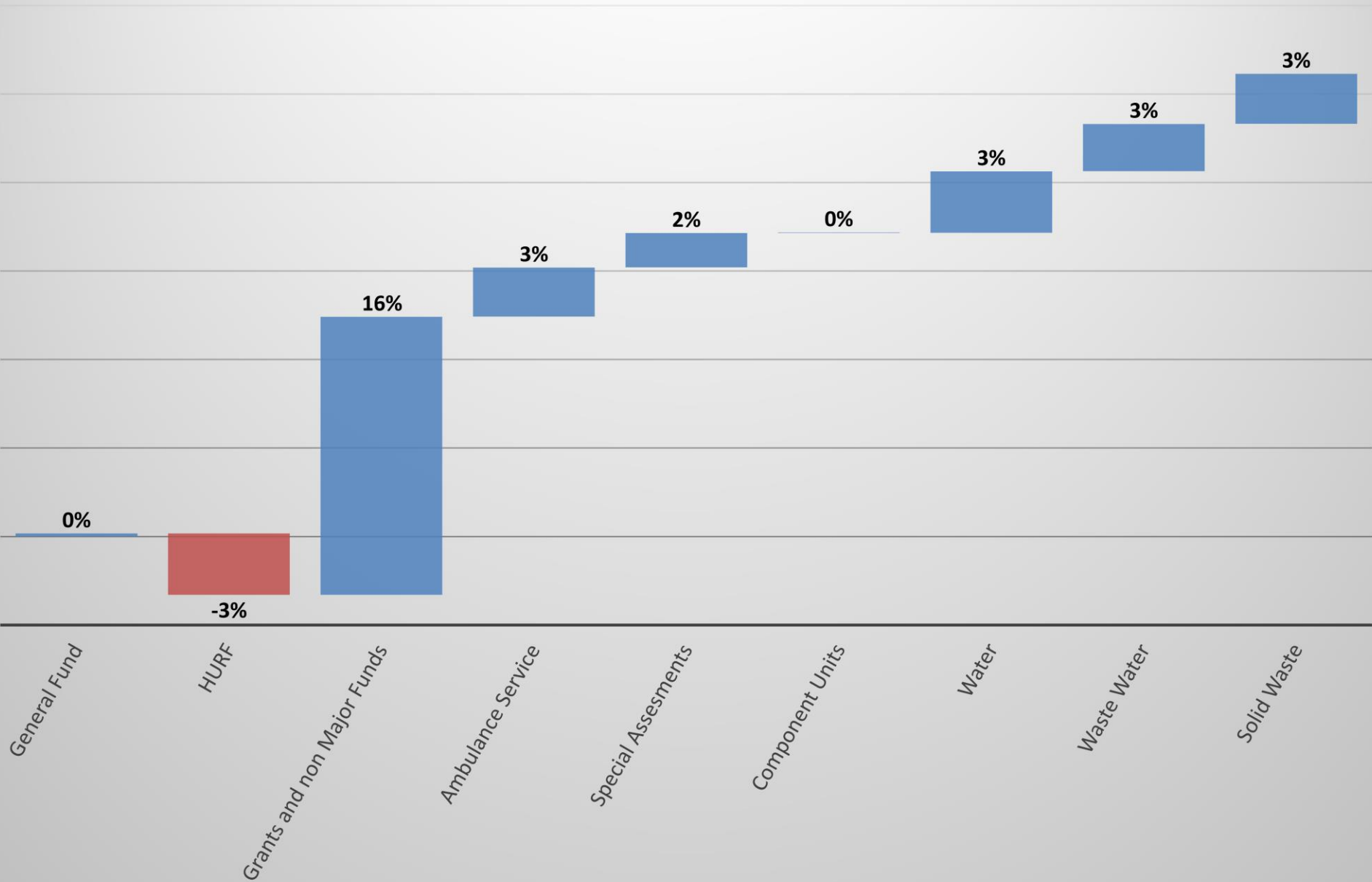
FY 2020

FY 2021*

FY 2022

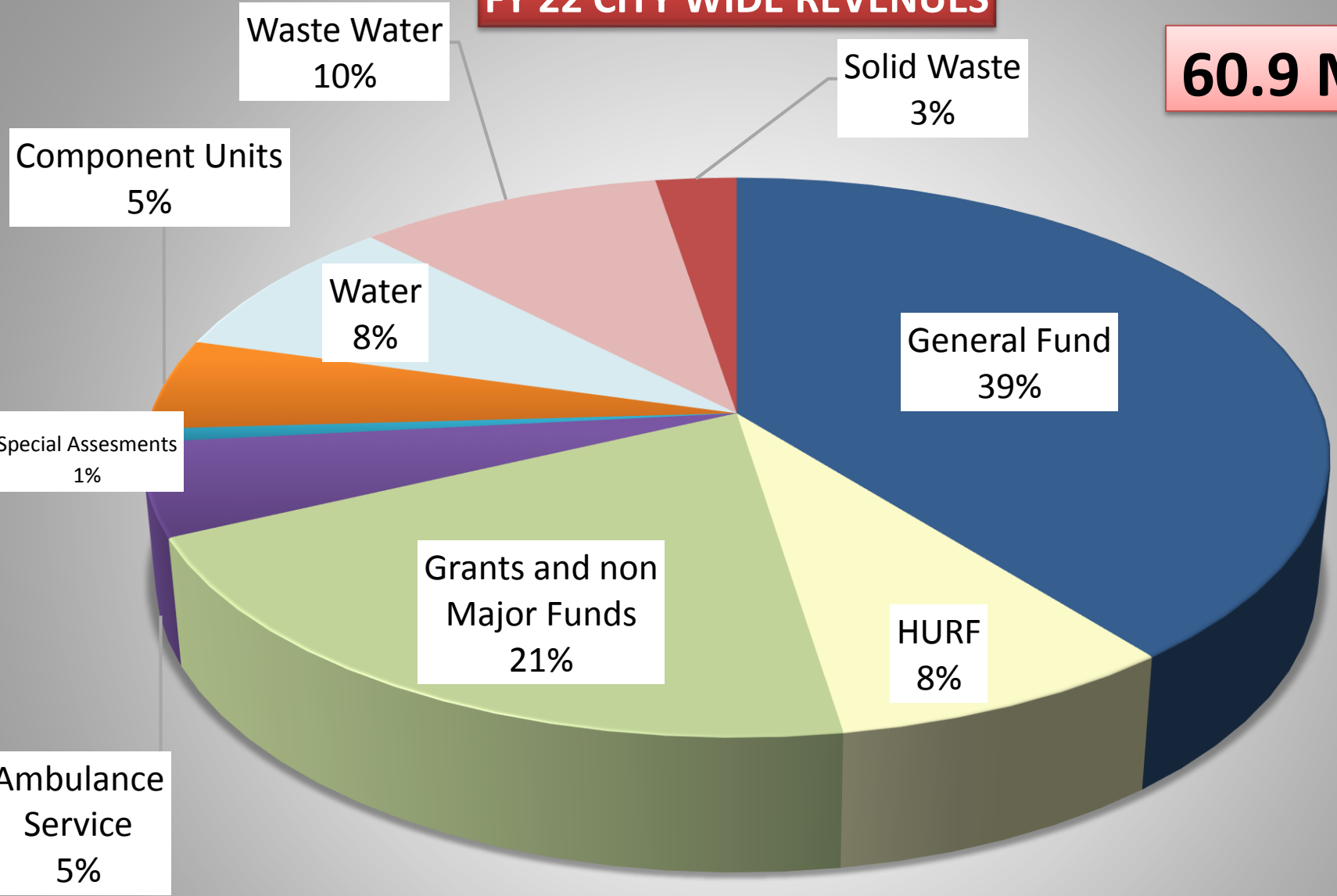
FY 2022 Budget Vs FY 2021 Projection

■ Increase ■ Decrease Revenue % Change



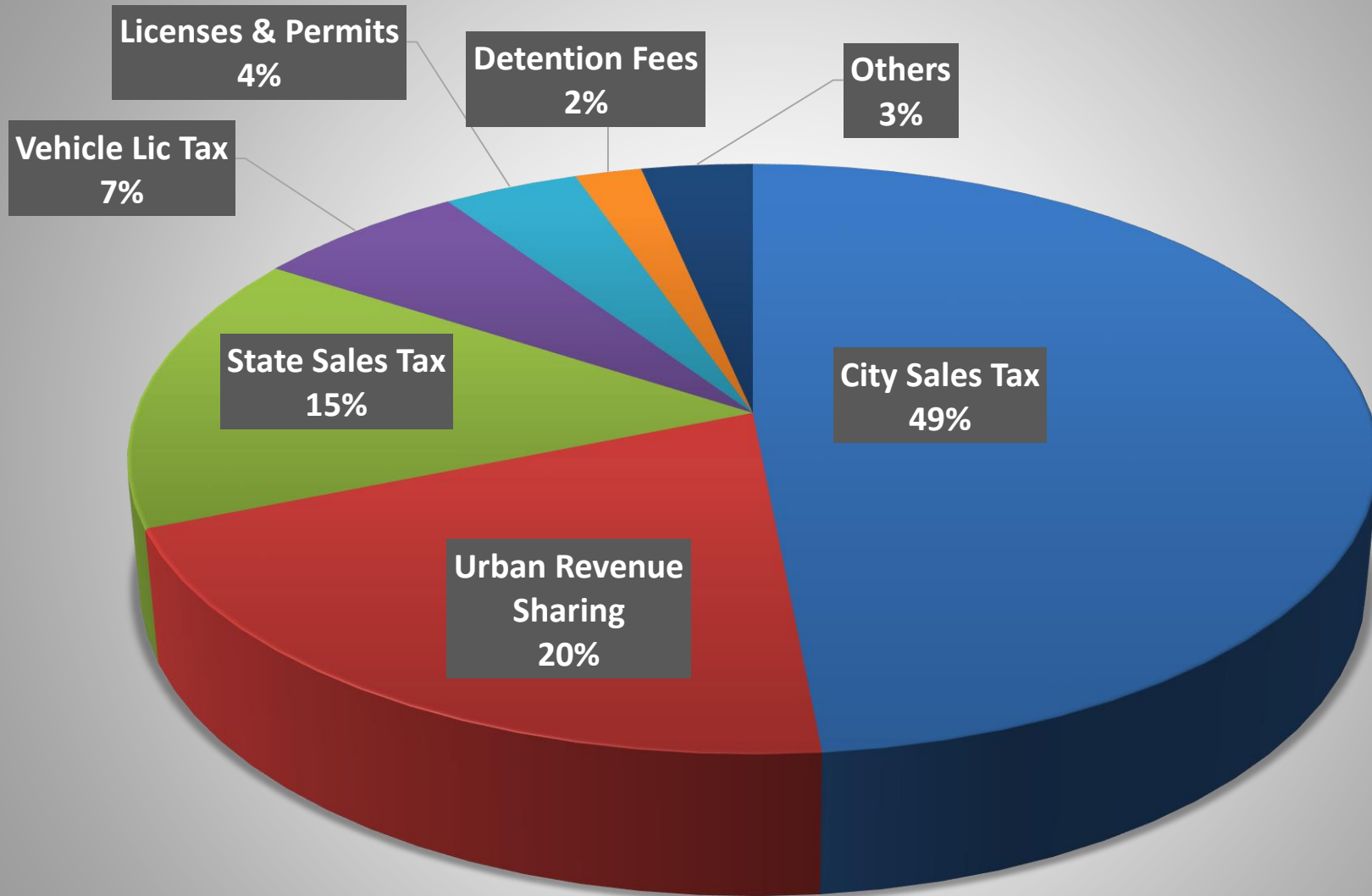
FY 22 CITY WIDE REVENUES

60.9 M



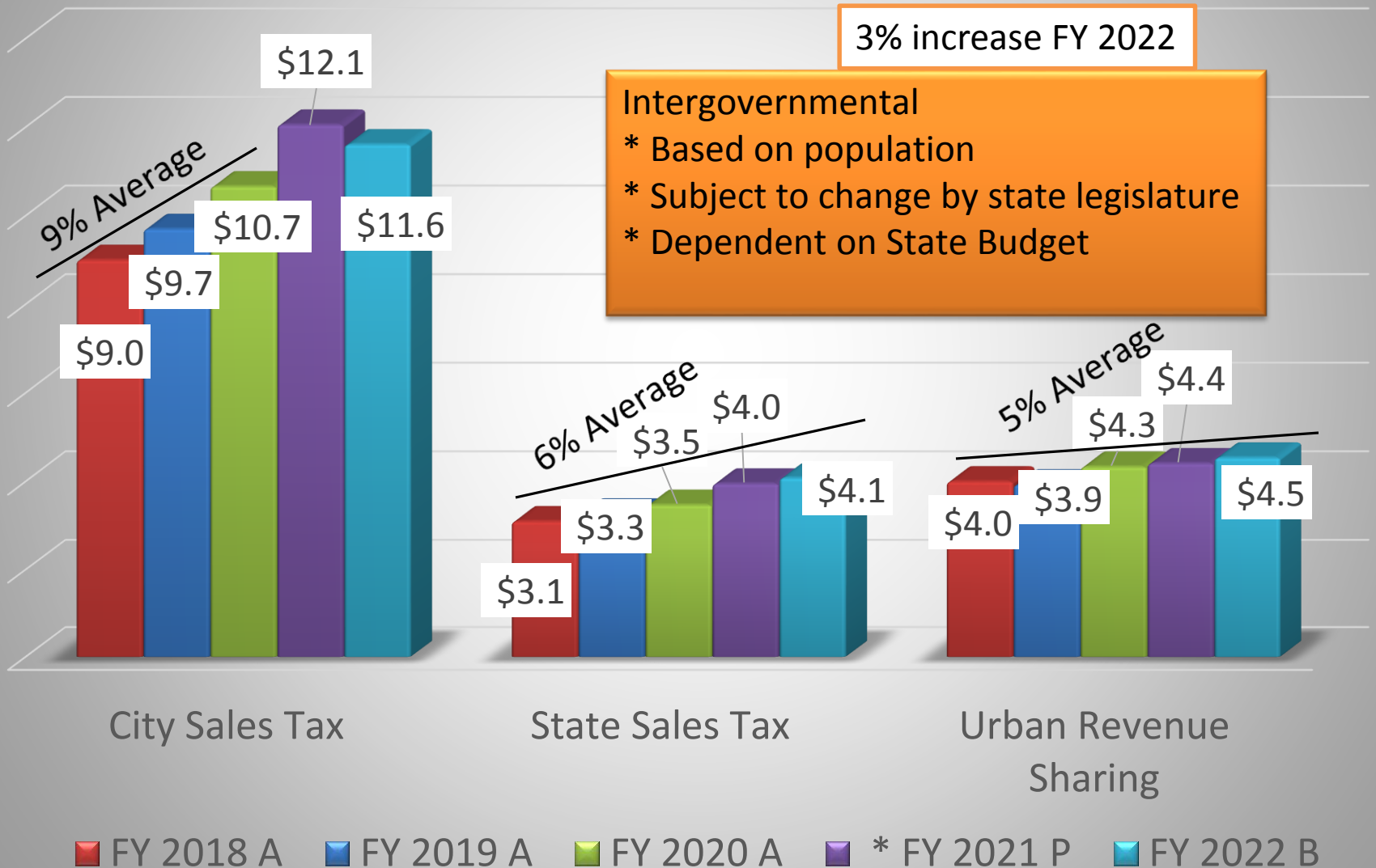
WHERE THE MONEY COMES FROM?

FY 22 GENERAL FUND SOURCES



Revenue Historical Data

Major Revenue Sources-Government





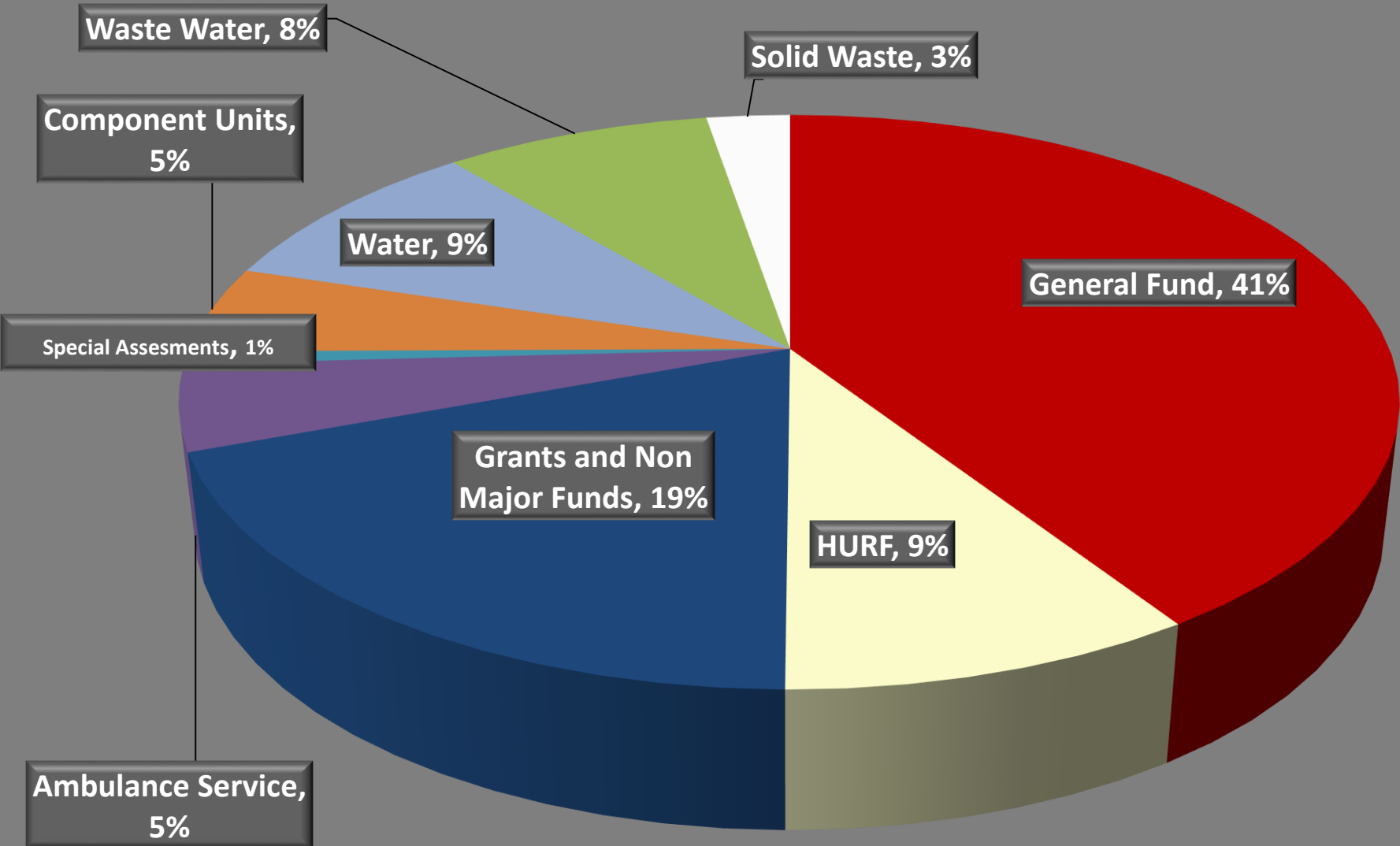
Expenses



FY 22 EXPENSES DISTRIBUTION

City Wide

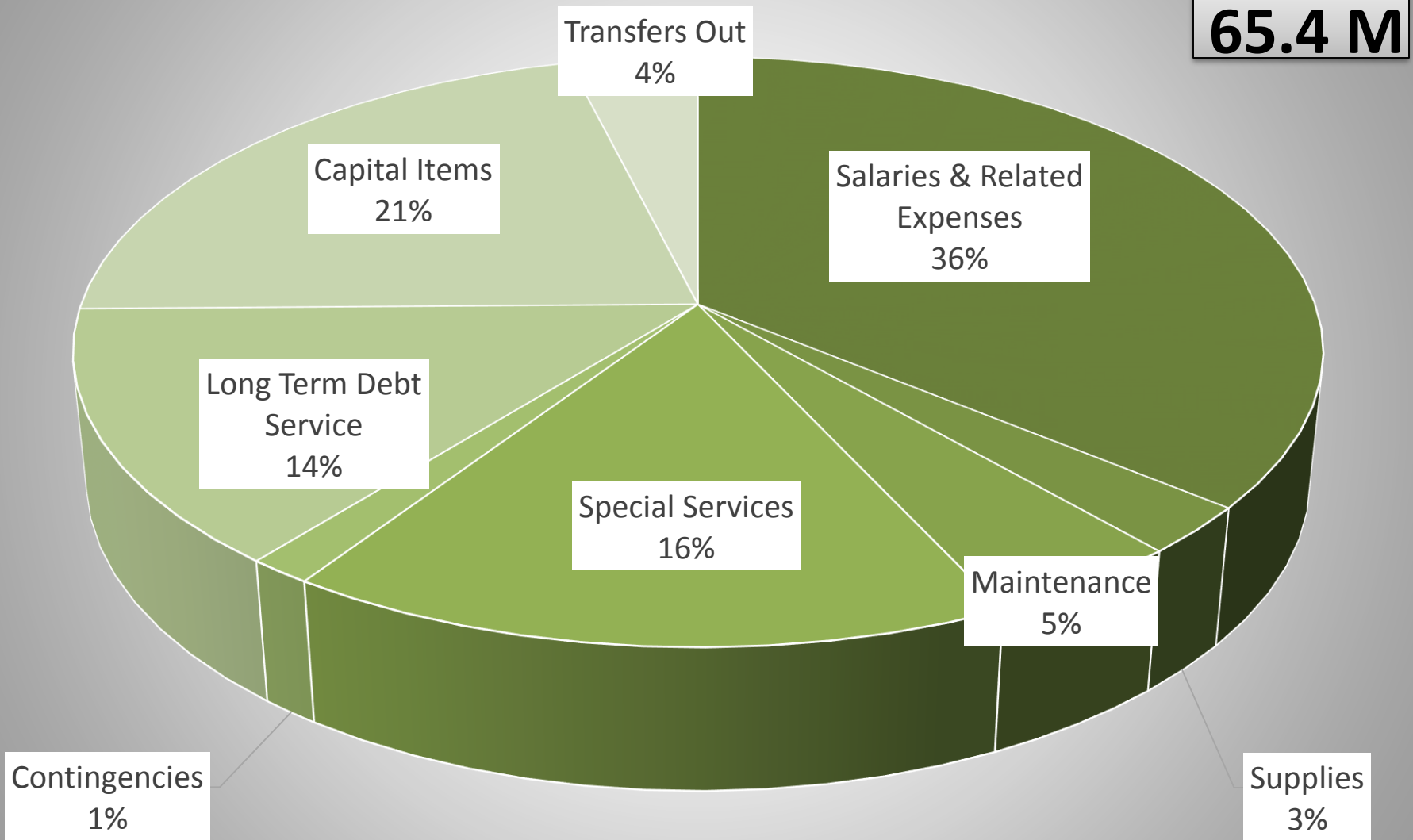
65.4 M



WHERE IS THE MONEY USED?

FY BUDGET 22 EXPENSES BY CATEGORY

65.4 M

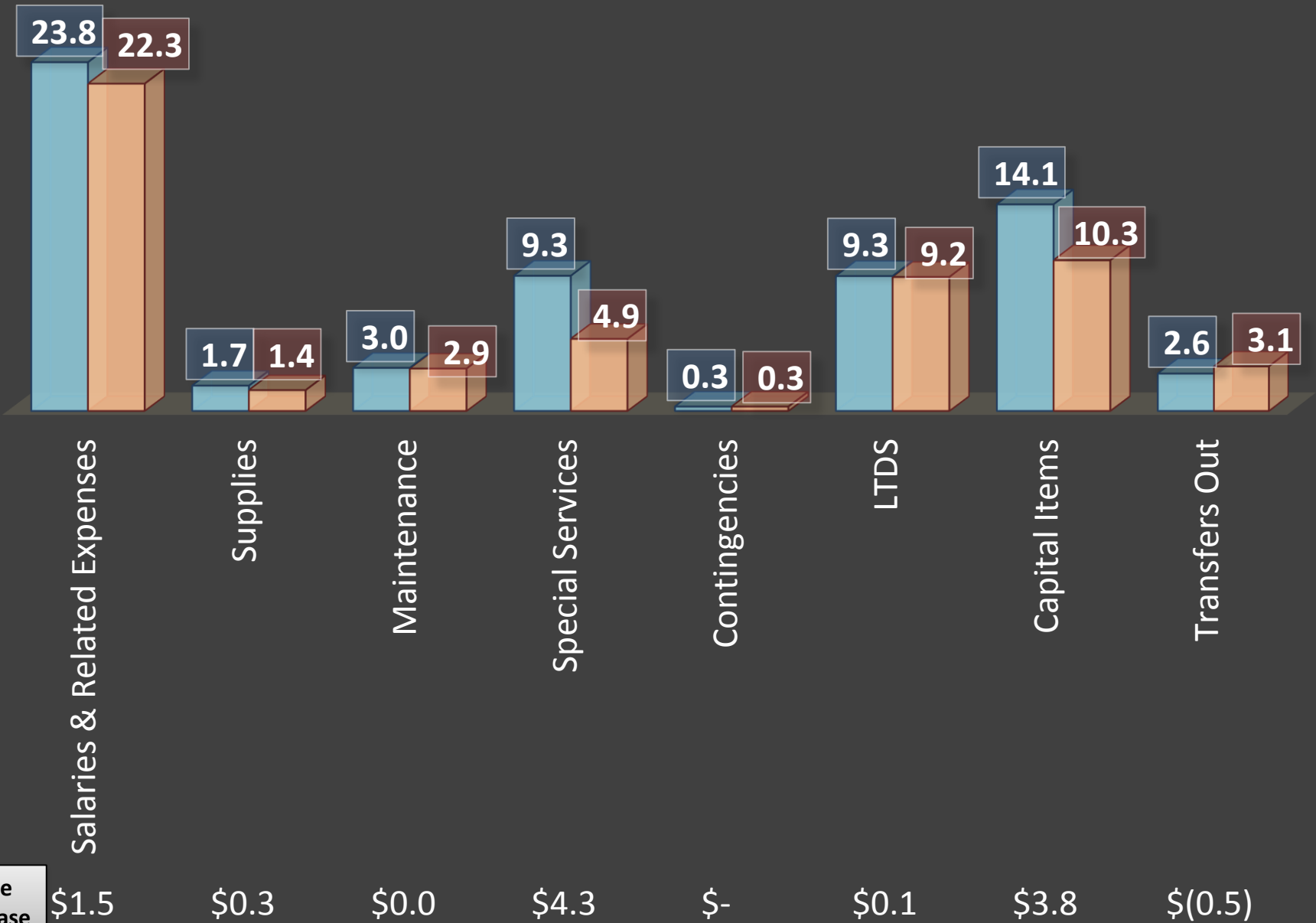


HOW IS THE MONEY USED?

EXPENDITURE COMPARISON

65.4 M

FY 2022 B FY 2021 B



The proposed budget makes important investments in the following areas:



CAPITAL PROJECTS

Allocation of 500 K to complete initial phase of park construction.

Construction of 1ST phase fire substation #2.

Purchase of a fire truck in the amount of 1.3 million.

Purchase of a solid waste truck and rear loader totaling 422 K.

3 million investment in waste water and water infrastructure.

Allocation of funds for fleet service shop.

2.7 million investment for street infrastructure.

3.3 million investment to complete community development projects.

Purchase of 4 patrol vehicles and body worn cameras totaling 560 K.

200 K investment in improving technology.

Purchase/replacement of 7 vehicles in various departments.

Purchase of cutaway bus for senior center.



PERSONNEL

Implementation of third phase of salary adjustment 670 K

1 PT position and 13 FT positions in General Fund, HURF, and Utility Funds.

2 promotions



Balancing the Budget



Financial Policies



RESERVES

- Operating Reserve – 6 months of budgeted operational expenses for all funds.
- PSPRS Fund Reserve- 500 K contingency reserve to offset investment performance or actuarial assumptions.
- Debt Service Reserve- 12 months of interest and principal payments.



FISCALLY RESPONSIBLE

- All one time revenues are used for one time expenditures.
- Contingency Budget.
- State Statutes

Expenditure Limitation

A.R.S 41-563

Directs the commission to determine expenditure limitations for cities.

The penalties for municipalities for exceeding the expenditure limit are severe

For FY 2022 the preliminary expenditure limitation for City of San Luis is 54 Million.

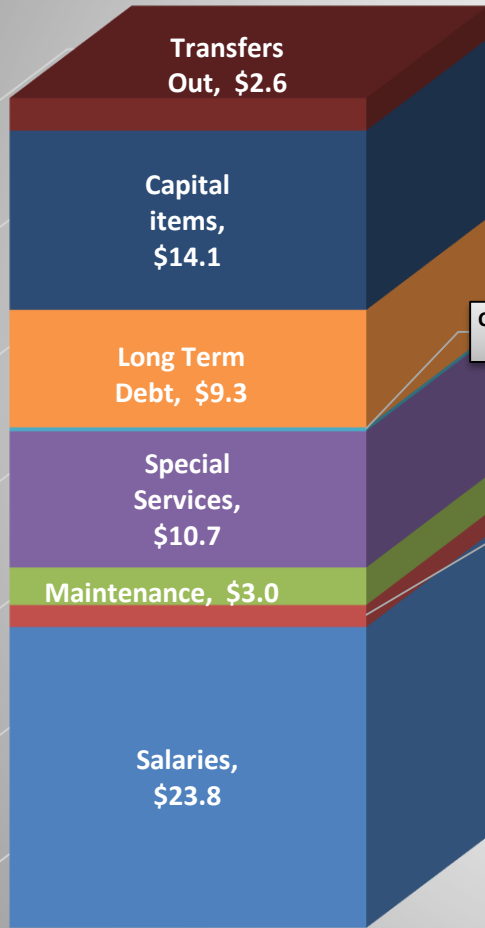
The expenditure limitation applies when a city spends local revenue derived from tax revenues, fees, charges for services.

Article 9, section 20 (d) provides guidance about what revenues are excludable.

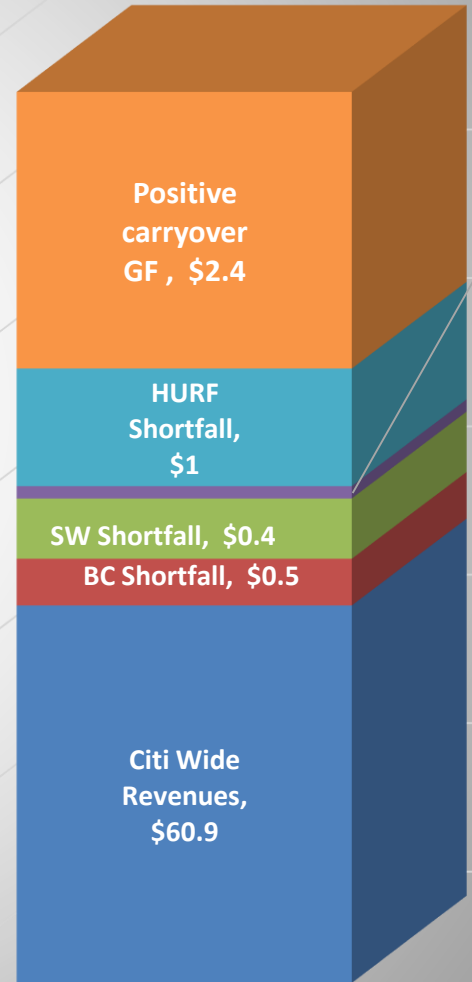




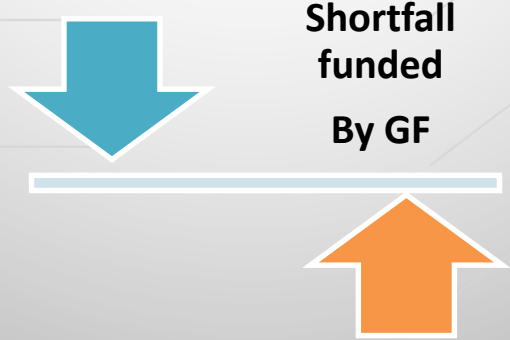
Balanced Budget



\$65.4M USES



\$65.4M SOURCES





CHALLENGES AHEAD, AND CLOSING THOUGHTS



RESERVES

- Positive financial performance has boosted the General Fund reserves providing the city with the highest capacity to face an economic downturn.
- Maintaining these reserve levels is essential given the City's heavy reliance on one source of revenue and exposure to potential cross-border trade and security disruptions.

COVID 19

- COVID 19 has triggered a severe state budget crisis. State share funding cuts for local governments might be in the future.
- We are not out of this pandemic, so we should monitor budget closely for any changes in assumptions, and adjust course if necessary.

SECURE OTHER SOURCES OF REVENUE

- Half of our revenues is from City Sales Tax, if our main source of revenue falls, we are in trouble. We need to diversify.
- City's spending in operational growth is limited to City Sale's tax revenue growth.
- Implementing the recommendations of the ongoing utility rate study is critical. This year Solid Waste is 400 K in the red. We are in time to take action to avoid larger losses.
- HURF revenues are decreasing, and are non-sufficient to build the infrastructure that is needed to support the community's growth.
- Investment in broadband, water and wastewater infrastructure is becoming essential to support industrial and residential growth.

Despite the challenges ahead, the future looks promising. We have superior financial resilience and hard working staff. Through working together, we will continue enhancing the quality of life for the residents and businesses of San Luis.



Thank you



PUBLIC WORKS DEPARTMENT

Budget Retreat
FY 2022

Fleet Services – Highway Users – Solid Waste – Water - Waste Water

OVERVIEW

- **To overview the COSL Public Works Department's FY2022 budget requirements for:**
 - ❑ **New Projects, Expanded Program, & Capital Projects**
 - ❑ **Personnel**

- **Requirements are prioritized for each Public Works division/account:**
 - ❑ **Fleet Services (Fund 100, Dept. 730)**
 - ❑ **Highway Users (Fund 200, Dept. 210)**
 - ❑ **Water (Fund 300, Dept. 302)**
 - ❑ **Waste Water (Fund 310, Dept. 311)**
 - ❑ **Solid Waste (Fund 320, Dept. 321)**

FLEET SERVICES DIVISION

- **New Projects, Expanded Program, & Capital Projects**

- ❑ **#1 - New (Replacement) Fleet Services Shop**
- ❑ **#2 - 2021 Diamond HDT Tilt Trailer, 20x82, 14,900 GVR**

- **Personnel**

- ❑ **#1 - Lot Porter/Detailer/Mechanic (New) – supports increased workload with more efficient procedures**

HIGHWAY USERS DIVISION

➤ **New Projects, Expanded Programs, & Capital Projects**

- ❑ **#1 - 4TH Ave. / Cesar Chavez Blvd. Intersection Improvements – Phase 2 & Traffic Signal**
- ❑ **#2 - CO. 22ND St. & 4TH Ave. Intersection Improvements & Traffic Signal – Phase 2 (cont'd)**
- ❑ **#3 - 10TH Ave. / Cesar Chavez Blvd. Intersection Improvements - Traffic Signal (in Coordination w/10TH Ave. Expansion)**
- ❑ **#4 - Pavement Preservation Project (PPP) – Slurry Seal & Chip Seal**
- ❑ **#5 - Sidewinder Rd. / CO. 22ND St. Intersection Improvements/Intersection Widening**
- ❑ **#6 - New Highway Users Building – Shop/Office/Storage**
- ❑ **#7 - Road Improvements for new 20-Acre San Luis Community Park – Co. 24th St., 19th Ave., 20th Ave.**

➤ **Personnel**

- ❑ **#1 - Promote 1 Maintenance Technician to Maintenance Specialist – employee has obtained his CDL Class B license**

WATER DIVISION

➤ **New Projects, Expanded Programs, & Capital Projects**

- ❑ **#1 - Water Storage Tank Rehabilitation (Well Sites #5 & #6)**
- ❑ **#2 - 1 Chevrolet Silverado Truck, 4x2 (Replacement)**
- ❑ **#3 - 1 Chevrolet Colorado Truck, 4x2 (Additional)**
- ❑ **#4 - Land for New Well Site**
- ❑ **#5 - New Well Site, Storage Tank & Manganese Removal System**

➤ **Personnel:**

N/A

WASTE WATER DIVISION

➤ **New Projects, Expanded Programs, & Capital Projects**

- ❑ **#1 - New West Waste Water Treatment Plant Office/Shop/Storage Building**
- ❑ **#2 - 2 Ford F-150 Trucks, 1 4x4 & 1 4x2 (Additional)**

➤ **Personnel**

- ❑ **#1 - 2 Wastewater Operators (New, Collection) – to support expanding waste water infrastructure and workload/staffing requirements**

PUBLIC WORKS – OTHER

➤ **New Projects, Expanded Programs, & Capital Projects**

N/A

➤ **Personnel**

- ❑ **#1 - Civil Engineer (New) – to appropriately resource City Engineer tasks**
- ❑ **#2 - Promote Administrative Specialist to Administrative Coordinator (approved/implemented in FY 2021)**
- ❑ **#3 - Office Support (New) – supports expanding workload and customer interface**
- ❑ **#4 - Purchasing Specialist (New, potentially part of Finance) – provides “cradle-to-grave” purchasing capability**

SOLID WASTE DIVISION

- **New Projects, Expanded Programs, & Capital Projects**

- ❑ **#1 - New (Replacement) Solid Waste Truck**
- ❑ **#2 - Diamond Dump Trailer, 14x82, 14,900 GVW**
- ❑ **#3 - Used “Rear Loader” Solid Waste Truck**

- **Personnel**

N/A

CONCLUSION

- **Continued investment in the COSL Public Works Department is needed to keep pace with:**
 - ❑ **The City's continued growth (residential & commercial)**
 - ❑ **Sustainment of aging City infrastructure (roadways, water, & waste water)**

THANK YOU!





DISCUSSION ITEM

Budget Retreat

2. C.

Meeting Date: 04/16/2021

Department Head: Sonia Cornelio, City Clerk, City Clerk's Office

Submitted By: Sonia Cornelio, City Clerk, City Clerk's Office

ITEM:

Discussion and review on any and all matters regarding the proposed City of San Luis Fiscal Year 2021-2022 Budget. **(April 17, 2021)**

SUMMARY:

Mayor, City Council, and City staff will discuss and review any and all matters regarding the proposed City of San Luis Fiscal Year 2021-2022 Budget.

SUPPORTING INFORMATION:

Discussion only, no action.

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED: N/A

AVAILABLE TO TRANSFER: N/A

ACCOUNT #/REMAINING BALANCE: N/A

FISCAL IMPACT STATEMENT:

The entire City Budget is up for discussion only.

Attachments

Fire

Police

Planning & Zoning

Economic Development

Court

City Attorney

City Prosecutor

Senior Center/Parks & Recreation

Billing & Collections

City Clerk

Information Technology

City Of San Luis Fire Department

PREPARED BY:
ANGEL RAMIREZ
FIRE CHIEF



Fire Department

- ▶ Fire Administration
 - ▶ Fire Chief *
 - ▶ Assistant Fire Chief *
 - ▶ Fire Inspector
 - ▶ Administrative Coordinator *
 - ▶ Office Assistant

* (50/50 salary allocation between Fire Suppression and Ambulance Enterprise)



Fire Department

- ▶ Fire Suppression
 - ▶ 30 Total Personnel (22 paramedics)
 - ▶ 6 Captains*
 - ▶ 6 Engineers
 - ▶ 18 Fire Fighters
- ▶ 49 full-time firefighters. (77% ALS personnel)
- ▶ 7 Part- Time Firefighters



Fire Department

- ▶ San Luis Engine 1
- ▶ San Luis Ladder 1
- ▶ San Luis Engine 2 (back up unit)
- ▶ San Luis Special Ops (back up to SLR1)
- ▶ San Luis Rescue 1

Fire Calls: 132

EMS: 3,821

Hazmat: 13

Mutual Aid: 32

Public assists: 591

Total Calls for Service: 4,589

Last year totals were: 4,456



Fire Department

- ▶ General Fund
 - ▶ Most of our budget has stayed the same.
 - ▶ With the increase in EMS calls, Mutual aid calls and Fire calls, this year we are going to focus on providing the best service to the residents and to protect our firefighters.
 - ▶ With the recent Coronavirus pandemic we have realized that we need to have enough stock of inventory to be able to treat all our residents and to protect ourselves from dangers at all times.

Fire Department

- ▶ Capital Improvement Projects for FY 2022
 - ▶ Command/Assistant Fire Chief vehicle at a price of \$44,898.
 - ▶ Fire Station #2 \$125,000
 - ▶ San Luis Ladder truck \$1,300,000.
 - ▶ Total costs of projects are: \$1,469,898.

Fire Department

- ▶ Capital Improvement Projects FY 2022
 - ▶ Command/Assistant Fire Chief Vehicle
 - ▶ Total Purchase Price \$ 44,898 (includes lights, equipment and sale taxes. Will be used for Fire administration personnel in charge of running Incident Command on a daily basis.
 - ▶ This new vehicle is intended to replace the current SLC2 a 2006 Ford Expedition. The current Command vehicle assigned to SLC2 (2006 Ford Expedition) has reached 181,000 miles. The National Data from fleet services requires that any vehicle with more than 125,000 miles before considered for replacement.

Fire Department

- ▶ Capital Improvement Projects FY2022
 - ▶ Fire Station #2 (\$125,000)
 - ▶ The east of San Luis is in dire need of EMS/Fire Response. We have been getting away with responding from Fire Station #1. Our response times are barely are barely being met to the standards that AZDHS has set for us.
 - ▶ Currently we are in the process of designing and going out to bid for this project. We feel that it is necessary to have this income to fully finish the fire station on the east side.



Fire Department

- ▶ Capital Improvement Projects FY 2022 (\$1,300,000)
 - ▶ The standards set by ISO states that any vehicle that is over 20 years old is not considered a front line vehicle.
 - ▶ Our current ladder truck is a 2003 Pierce telesquirt. We have been able to maintain it in tip top shape but we are going to be assessed by ISO in the next couple years and wont be considered as a front line truck. Vehicles like this take about 12-14 months to build.

Fire Department

- ▶ Our goal for FY 2022 is to train and recruit the best firefighters around. We will be committed to bringing and sending our personnel to trainings to better serve the community and protect our firefighters from any diseases, exposures or fireground incidents.



Ambulance Fund

- ▶ Fire Chief *
- ▶ Assistant Fire Chief *
- ▶ Administrative Coordinator *
- ▶ 6 Captains *
- ▶ 12 firefighters
- ▶ 11 Paramedics
- ▶ 7 part timers
- ▶ * (50/50 salary allocation between the general fund and the ambulance fund)
 - ▶ EMS responses: 3,821
 - ▶ EMS transports: 3,070

Ambulance Fund

- ▶ We currently are operating 3 Paramedic ambulances within the City Of San Luis.
- ▶ Our goal is to be able to upstaff a 4th ambulance this fiscal year.
- ▶ There is 2 reserve ambulance in case anything happens to one of the front line units. (breaks down, oil changes or any other maintenance issues.
- ▶ All our ambulances are ALS ambulances meaning they have a paramedic on board at all times.



Ambulance Fund

- ▶ Capital Improvement Project FY 2022
 - ▶ Purchase of a new ambulance.
 - ▶ Cost of \$234,640.
 - ▶ As of today we have 3 ambulances that protect our city. Most of our ambulances do about 1000 transports a year to YRMC. That's about 50k miles on a yearly basis. We need to have good ambulances running to provide a higher level of care to the residents of San Luis.
 - ▶ SLM1= 182,547 (as of March) 195,463
 - ▶ SMM2= 195,911 (as of March) 208,826
 - ▶ SLM3= 29,563 (as of March) 42,478
 - ▶ SLM5= 239,830 (back up units)
 - ▶ SLM4= 171,983 (back up units)

Ambulance Fund

- ▶ Capital Improvement Project FY 2022
 - ▶ Fire Station #2 (\$125,000)
 - ▶ The east of San Luis is in dire need of EMS/Fire Response. We have been getting away with responding from Fire Station #1. Our response times are barely are barely being met to the standards that AZDHS has set for us.
 - ▶ Currently we are in the process of designing and going out to bid for this project. We feel that it is necessary to have this income to fully finish the fire station on the east side.

Ambulance Fund

- ▶ Community Paramedicine
 - ▶ We visit RCBH patients and provided welfare checks and home inspections.
 - ▶ Its a program though AZDHS that has been working in conjunction with SCFD and SLFD.



Ambulance Fund

- ▶ Our objective for the organization is to keep producing paramedics.
 - ▶ We have kept \$40,000 dollars in the training budget(line item #80036) for the following:
 - ▶ EMT recertification
 - ▶ Paramedic recertification



San Luis Police Department 2022 Budget Retreat



2020 Highlights

- SLPD becomes only the Ninth (9th) department in Arizona to achieve accreditation.



2020 Highlights



- SLPD becomes only the Seventh (7th) department in the United States to have all command staff graduate from FBI Law Enforcement Executive Development Academy (LEEDA)

Community Outreach Programs

2016 - 21

2017 - 31

2018 - 50

2019 - 68

2020 - ?? Covid-19



2020-2021 Highlights

- Chief Jessup selected as 1st Vice President of Arizona Association of Chiefs of Police.
- Selected as President of local SCOPE Yuma area training council.
- Selected to Governors Committee on Human and Sex Trafficking (only L.E. member on committee in Arizona).
- Selected to the Governors Commission on Violence Against Women/Domestic Violence.



SLPD Stats

- ◎ 2014 - 23,219
- ◎ 2015 - 23,186
- ◎ 2016 - 21,753
- ◎ 2017 - 20,688
- ◎ 2018 - 23,112
- ◎ 2019 - 22,293
- ◎ 2020 - 27,544 (slight change in the system for reporting incidents)

Calls for Service

- ◎ 2017 – 20,688
- ◎ 2018 – 23,113
- ◎ 2019 – 30,166
- ◎ 2020 – 47,444
- ◎ 911 - 20,655
- ◎ Other - 533

- ◎ Total – 68,632

Demographic

- 2018 - 36,250 = 40. **1:965**
- 2020 - 39,390 = 41. **1:960**
- 2022 - 42,441 = ?

- Average daily crossing: 22,000. **1:1,497**
- DOJ & FBI officer to population ratio: 1.7-2.3 per 1000.
- **1.7 per 39,390 = 66**
- **National Average = 16.8/10000 or 1-595**

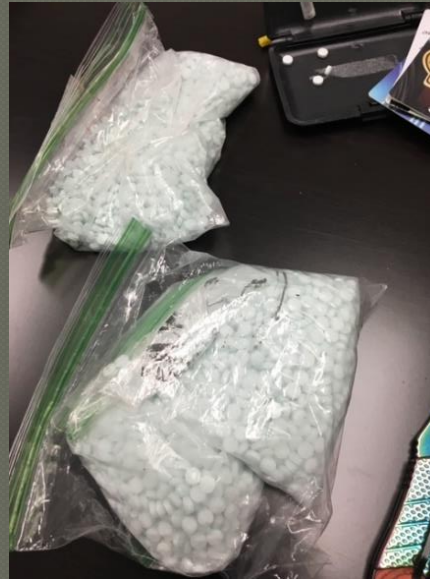
2017-2020 Fiscal Management

Over the past four years, the department has saved approximately **\$1.766 million dollars** of designated budgeted amounts.

We are currently on track to save an estimated \$500,000 with the addition of State funds into the budget due to COVID-19.

Grant Revenue Increases

- 2017 - \$363,575
- 2018 - \$471,000
- 2019 - \$584,000
- 2020 - \$623,263



Requested Budget Increase

- 3rd Phase of the Salary Adjustment to bring all employees up the 100% of minimum salary range.



Requested Budget Increase

○ Personnel

- Police Officers (6) \$494,400 (2)
 - In past two years, we have given back our two officers (total of 4) due to budget adoptions and Covid-19 financial unknowns.

Note: Optimal span of control for Patrol, motors, detectives, etc. (Span of control is defined as 1 supervisor to every 3-7 employees, optimal is 5!! Based on Federal recommendations Emergency Management Protocol)

- Legal Secretary for Chief of Police \$39,561-48,256. (taken out)
 - Note: Due to the increase in State and Local commissions, committee's, administrative work load volume to include Administration, Patrol, and Support Services, current administrative assistants are handling much of the administrative work load for these divisions.

Requested Budget Increase

- Retitle Records Division supervisor from Administrative Cord. to **Records Manager or Records Supervisor**. \$42,328 and is based on Dispatch Supervisor pay rate of \$20.35 per hour.
- Currently the position of Admin Cord. is budgeted \$19.14 so difference in financed portion per year is \$2,517 to Salaries.

Requested Budget Increase

- **Traffic Enforcement Officer (1)**
- Currently converted two (2) part-time positions into a full time position. Have one (1) remaining part-time position and would like to add additional time to make it a full time position. Difference in Salary budget would be \$13,676.

Requested Budget Increase

- **Animal Control Officer. (taken out)**
- With the growth of the City and amount of animal calls for service, and additional ACO is requested.
- Additional \$32,822 to Salary budget.

Requested Budget Increase

- **Police Commander (taken out)**
- This position is currently in the Police Department matrix, however funding was used for third (3rd) Lt. position to achieve span of control per suggested matrix and 5 year master plan.
- Salaried position \$72,808 (Hourly recommended due to Stonegarden OT)

Requested Budget Increase

- **Other Supplies: \$4,000. (tab 3, 60005)**
- (increase to evidence supplies, simmunition equipment, cleaning)

- **Dues/Subscriptions: \$2,060. (tab 4, 60020)**
- (Grammarly Business going up, National Tactical Officers Association for SRT team).

Requested Budget Increase

- ◎ **Uniforms: \$5,000 (tab 5, 60025)**
 - Rising costs of uniforms and equipment items.

- ◎ **Minor Tools/Equipment: \$6,732 (tab 7, 60035)**

Requested Budget Increase

- **Ammunition: \$60,000 (tab 8, 60036)**
 - Due to the COVID-19, civil unrest, fear of changing laws to the 2nd Amendment, prices of ammo have skyrocketed and demand is overwhelming...still have not received our order of 9mm from last year!! Ammo companies who supply L.E. are backordered for approximately 12 months with current orders.

Requested Budget Increase

- Vehicle Equipment/Supplies: \$26,500.
- (tab 9, 60050)
 - Older patrol vehicles that are still in service are in need of emergency lighting updates due to non working emergency lights.

Requested Budget Increase

- Maintenance/Other: \$1900. (tab 3, 70025)
- Equipment Maintenance: \$1700. (tab 14, 70035)
 - small cost to the repairs and upkeep of the current fleet.

Requested Budget Increase

- **Software Support: \$1250 (tab 15, 70040)**
 - Projected increase
- **Contractual Services: \$36,200 (tab 16, 80000)**
 - **Body Worn Cameras: \$322,942 (\$65,000 per year)**
 - This is a five (5) year contract with Axon and is all inclusive each year for upgrades to equipment and software, storage, records retention, and evidence.
 - As DOJ continues its overhaul of national standards for policing, this will become mandatory at some point in the near future.
 - **Flock Safety Camera System: \$16,500.**
 - SLPD tested this program for a 3 month period of time with apprehensions of stolen vehicles, drugs, and wanted individuals. As soon as the camera alerts officers in real time via phone app, officers respond.
 - This price is for a two (2) year contract and then would go to contractual services after that.
- **Special Services: \$2,000 (tab 19, 80005)**
 - ?

Requested Budget Increase

- ◉ **Promotional Items: \$2500. (tab 20, 80009)**
 - Increase promotional material to give out at community events.

CIP FY 2021

- Patrol Vehicles: Ford F150: \$780,000. (3)
- 10 requested to help alleviate this growing concern.
- (as noted, 22 vehicles are currently over 10 years old or have over 100,000 miles, engine mileage is much greater, and in need of replacement).

CIP FY 2021

- ◎ SLPD Security Fencing project.
\$150,000+.
- Additional security fencing for west side of police department and gate between SLPD and City Hall.

CIP FY 2021

- ◎ **Cellebrite Mobile Forensic Equipment and Training. \$21,600.**
 - This software and equipment will aid SLPD with evidence collection and investigations involving mobile phones.



PLANNING AND ZONING DEPARTMENT

FY 2021-2022

Development Services – Building Safety- GIS- Code Enforcement



Goal

- Continue the department's mission, vision, and values by providing excellent, timely, and cost-effective customer service. Create and maintain a highly qualified, professional, and responsive workforce that accurately reflects the labor force of the City.



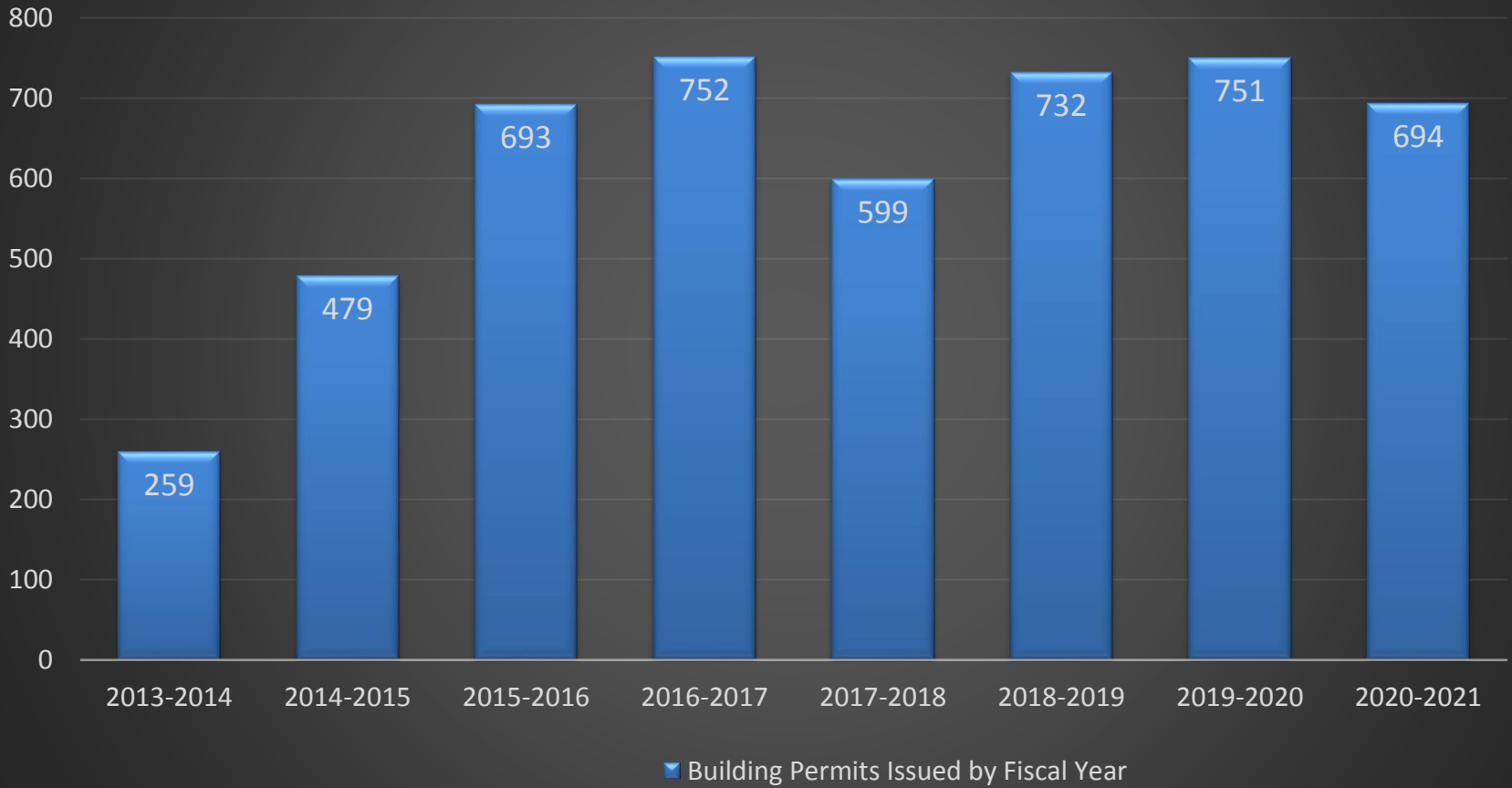
Permits

- Building Permits: **694**
- New Residential Building Permits: **327**
- Processed more than **\$64M** worth in new construction
- Total Collected Fees: **\$2,819,456.25**
- Inspections performed: **6371**



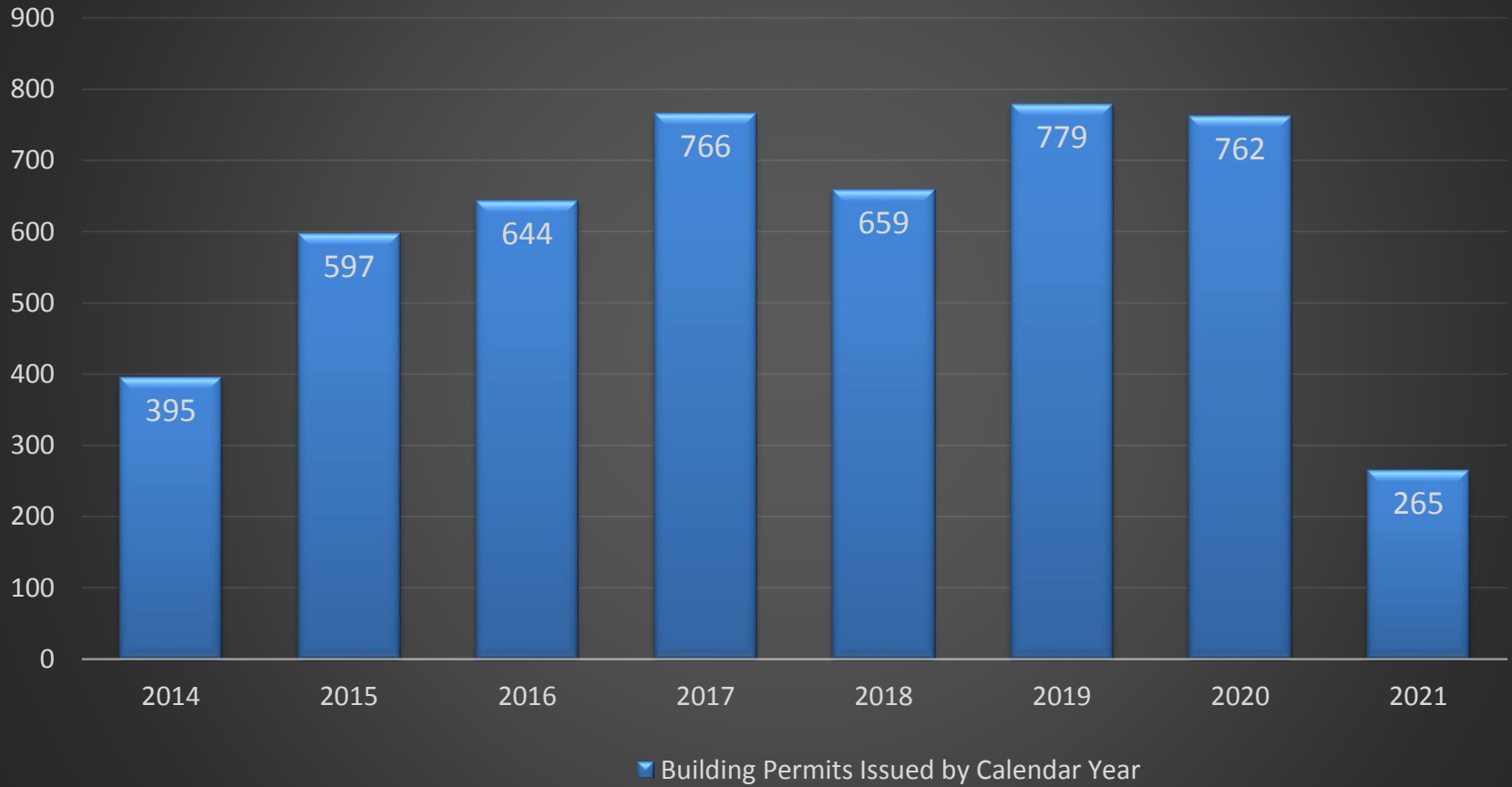
Permits

Building Permits Issued by Fiscal Year



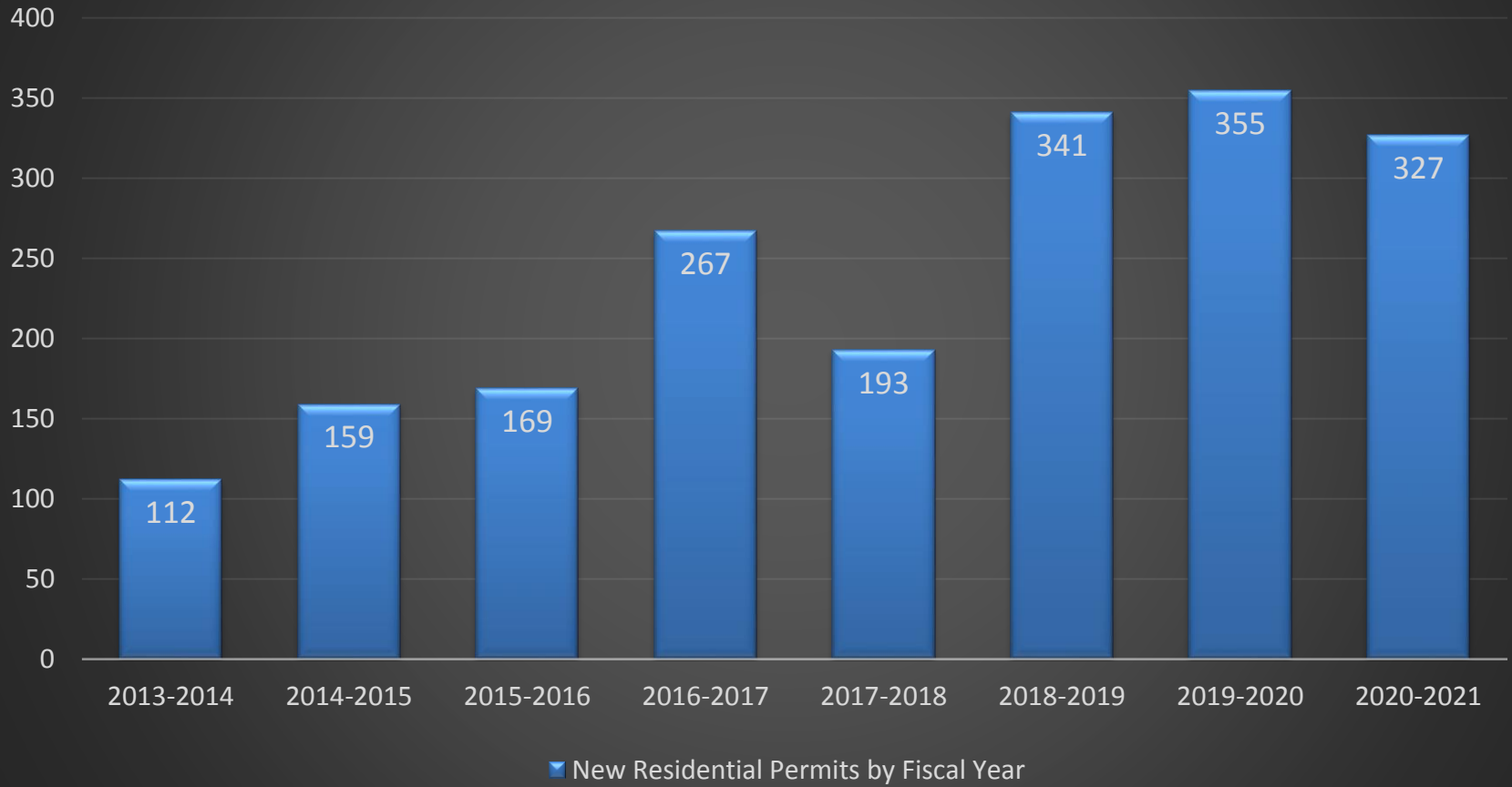
Permits

Building Permits Issued by Calendar Year



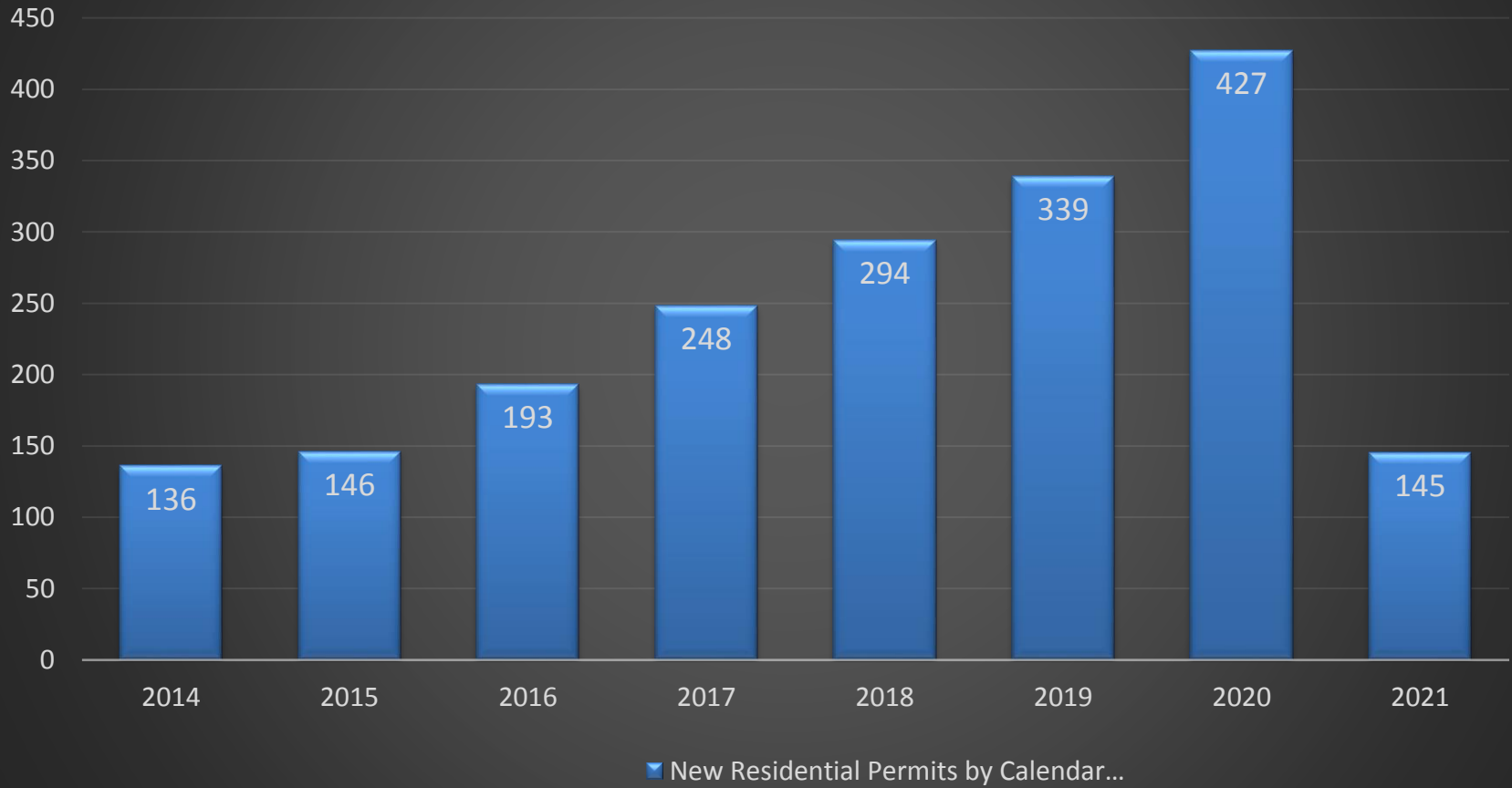
Permits

New Residential Permits by Fiscal Year



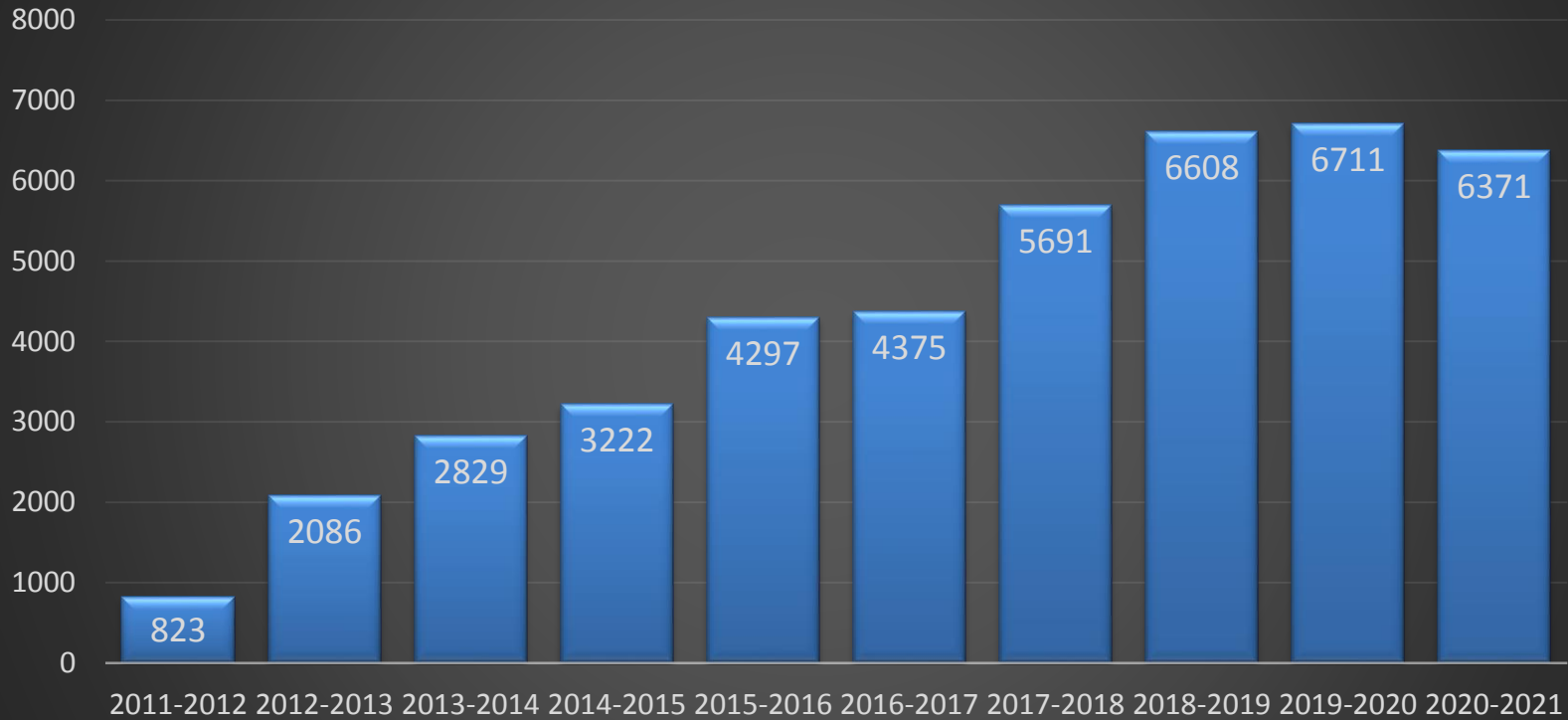
Permits

New Residential Permits by Calendar Year



Inspections

Number of Inspections by Fiscal Year

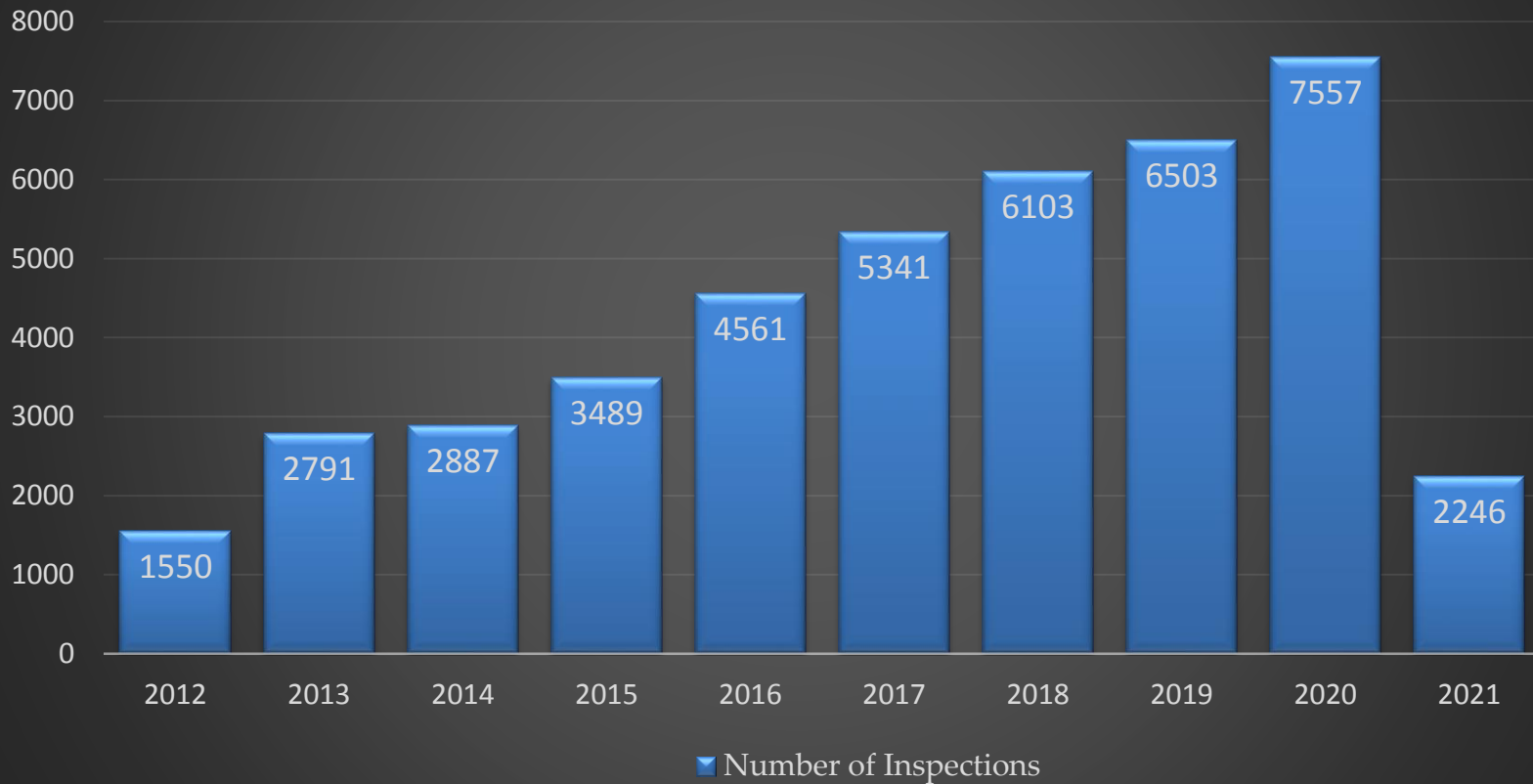


■ Number of Inspections

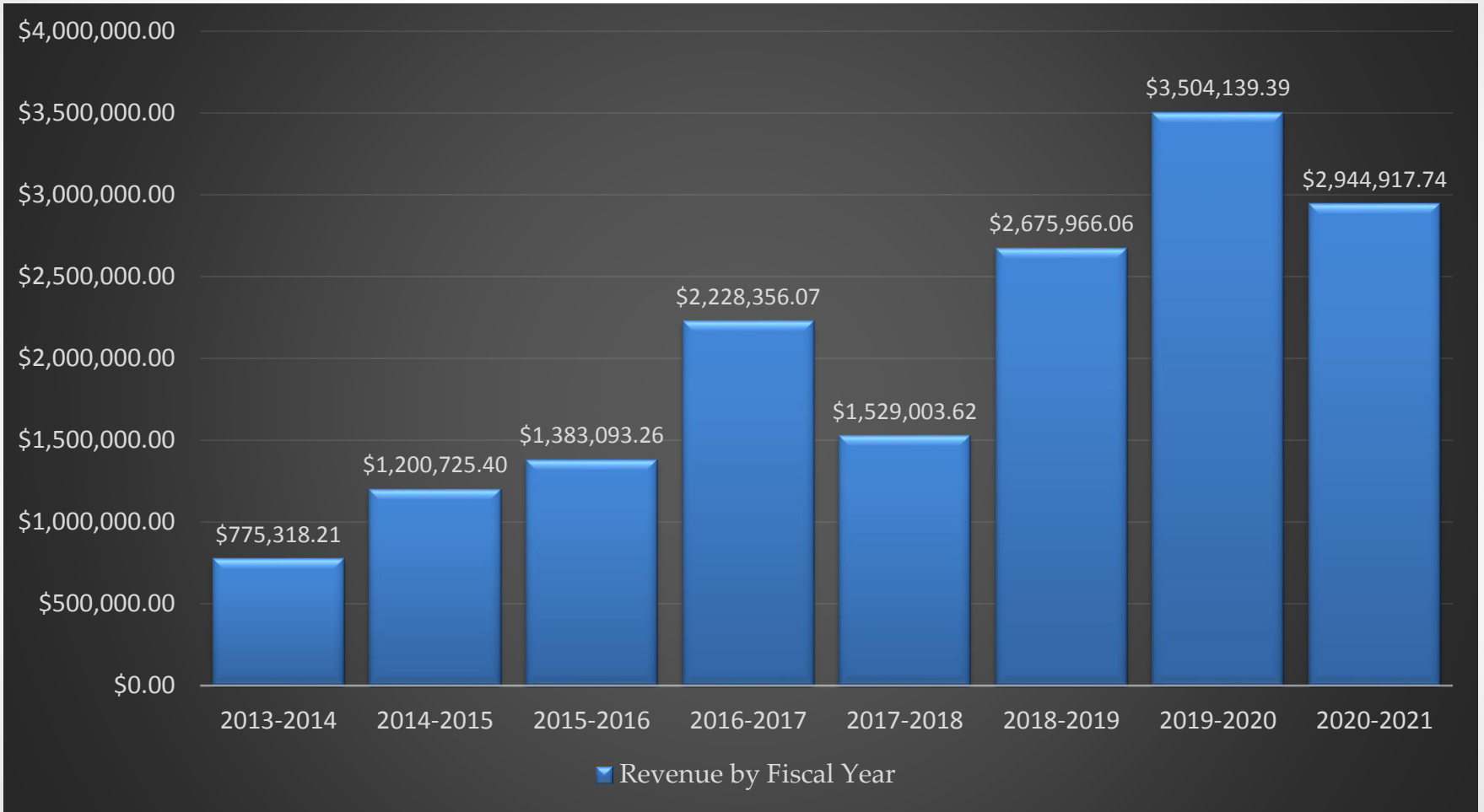


Inspections

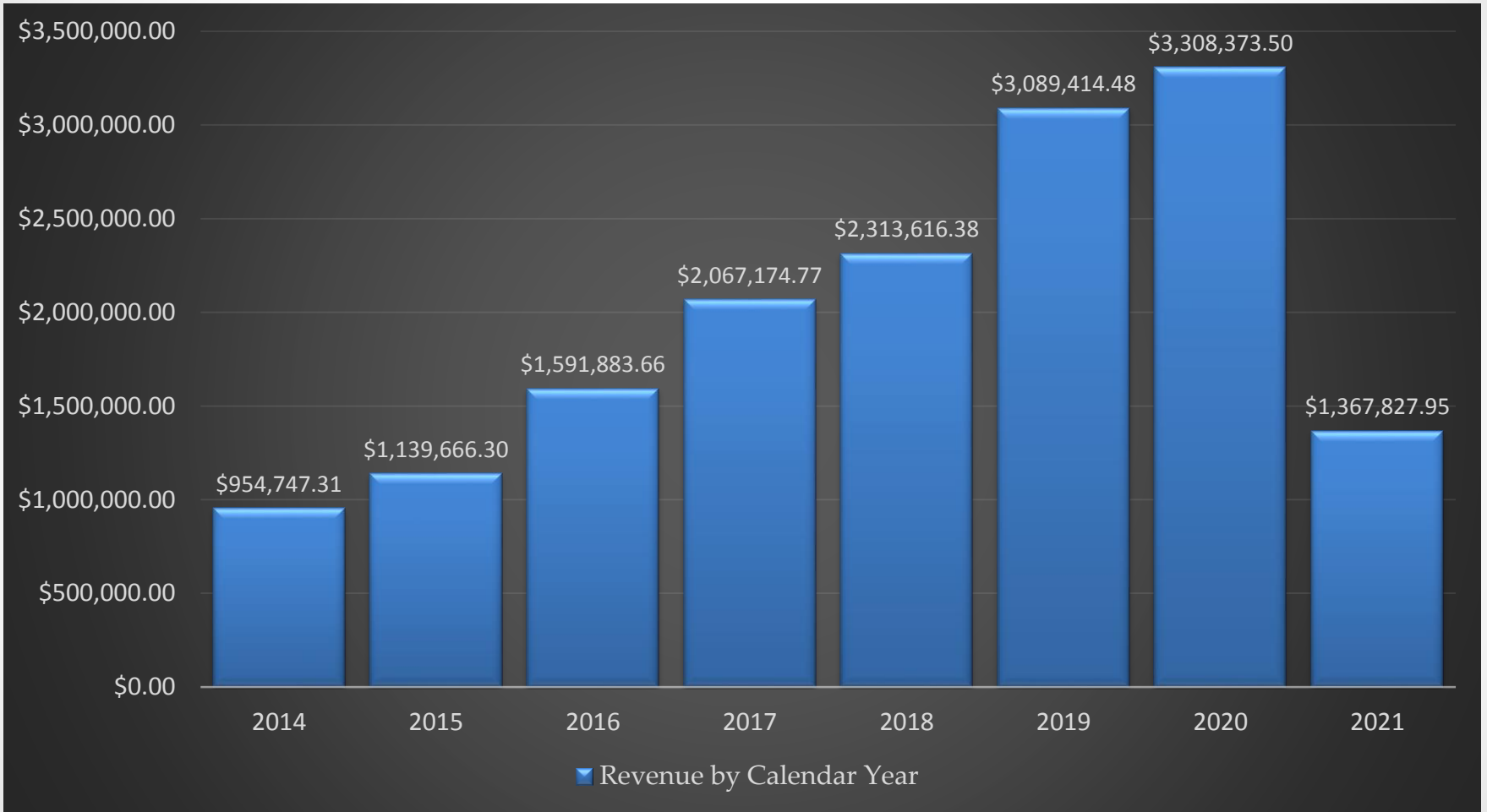
Number of Inspections by Calendar Year



Revenue



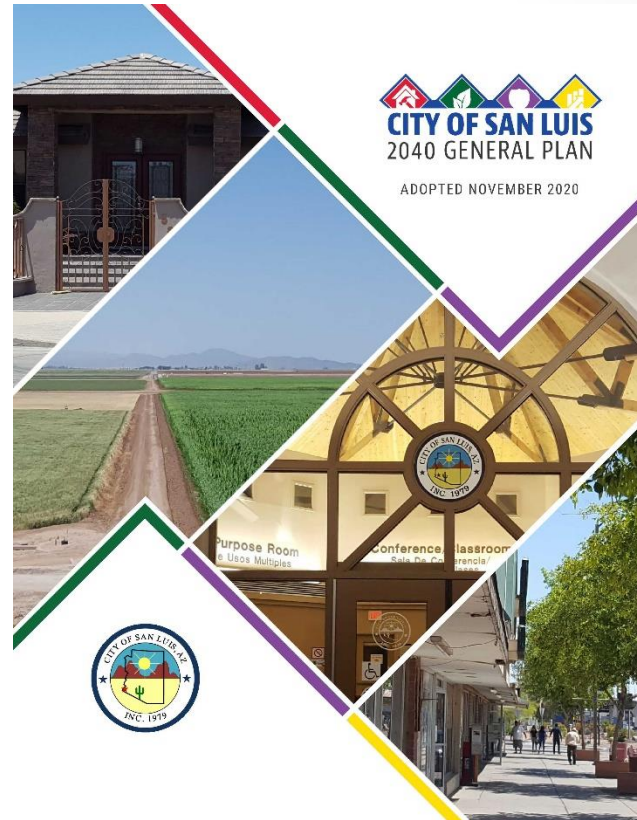
Revenue





CITY OF SAN LUIS

2040 GENERAL PLAN



Census

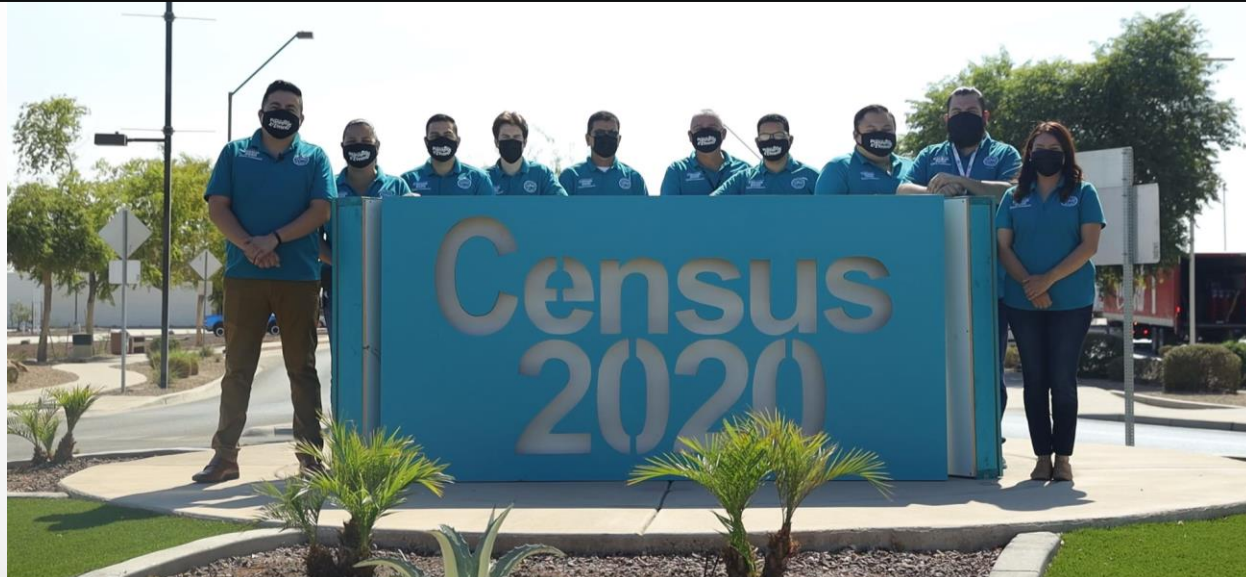




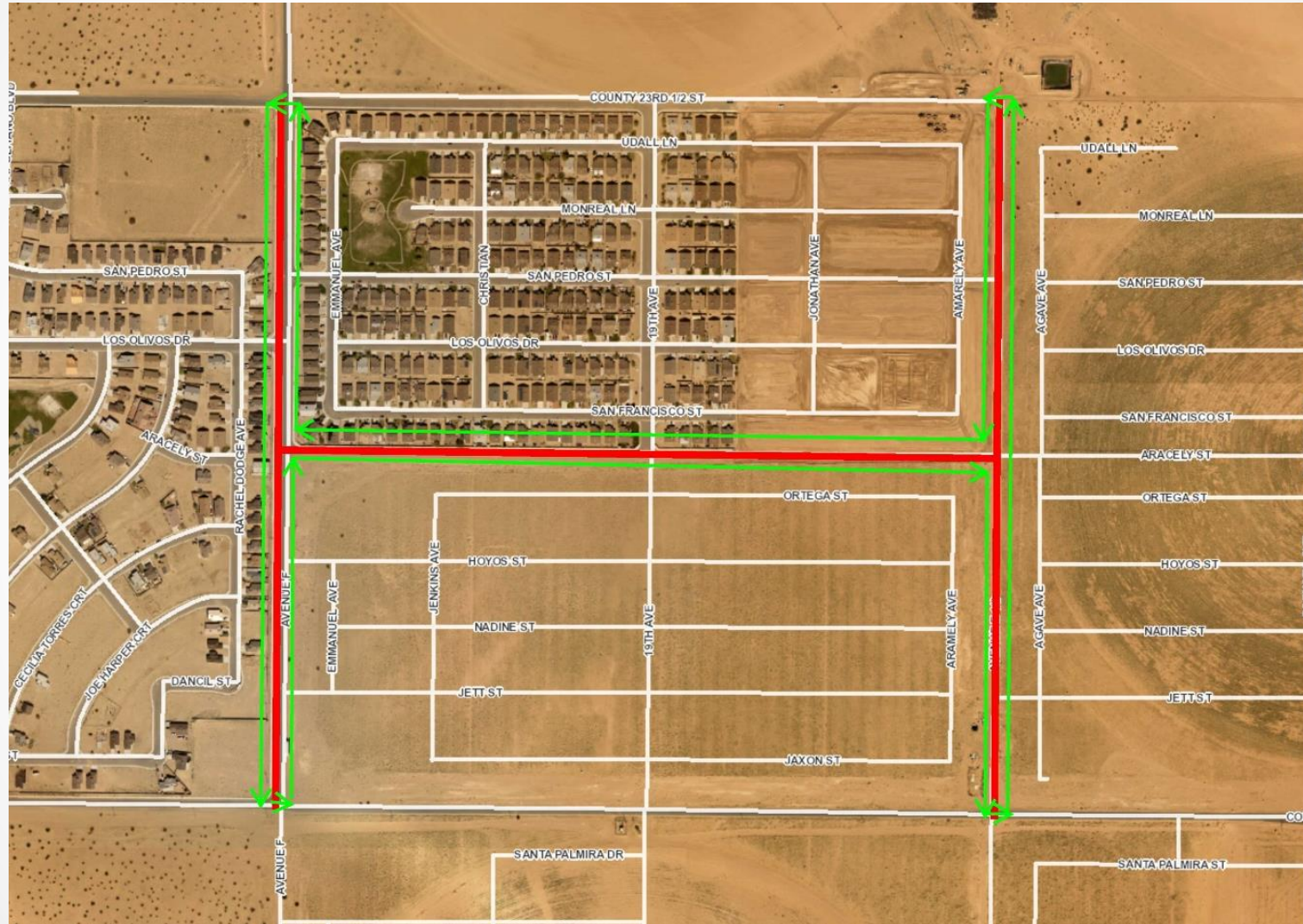
United States®
Census
2020



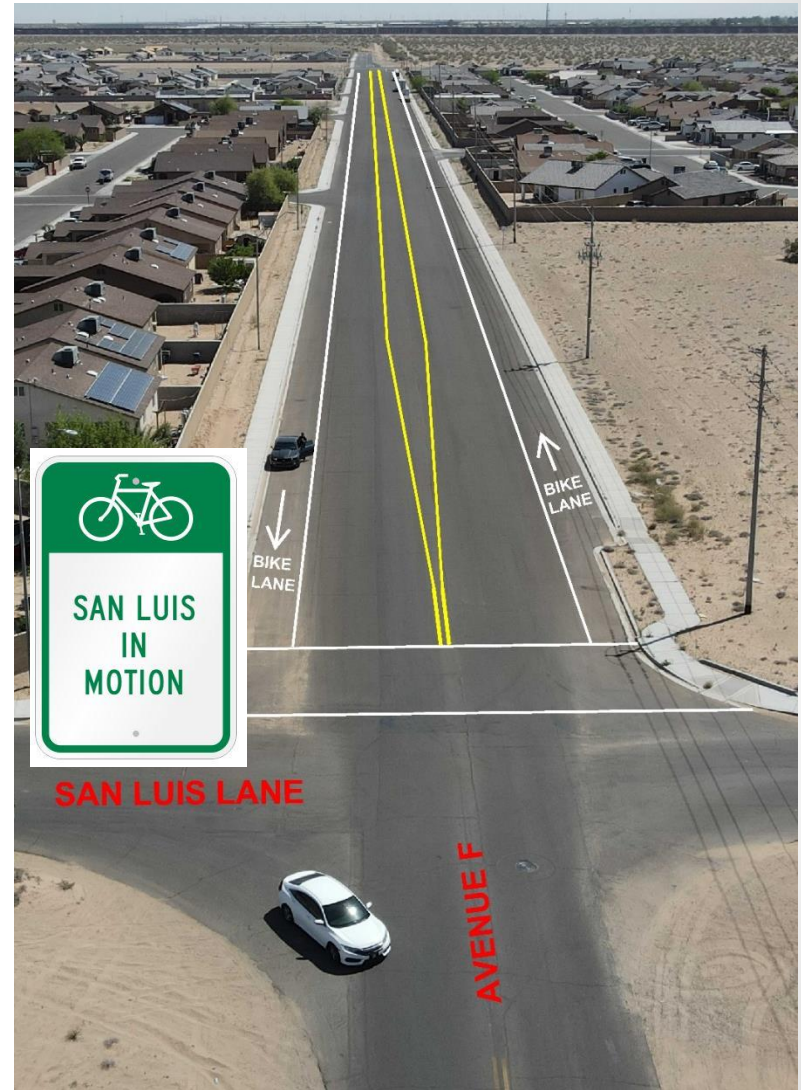
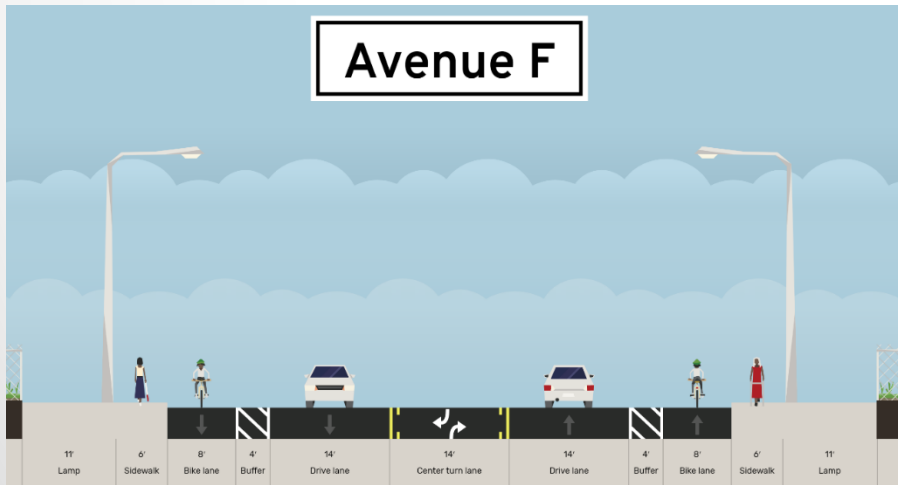
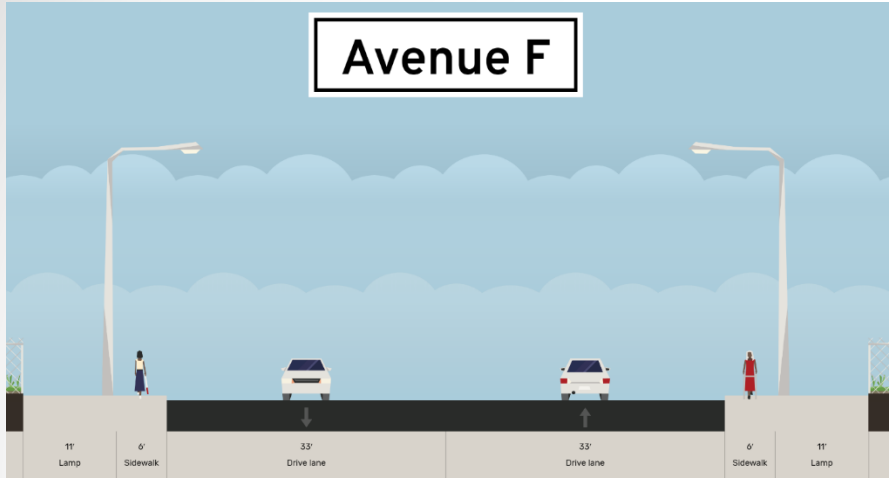
Thank You!



Bike Lanes

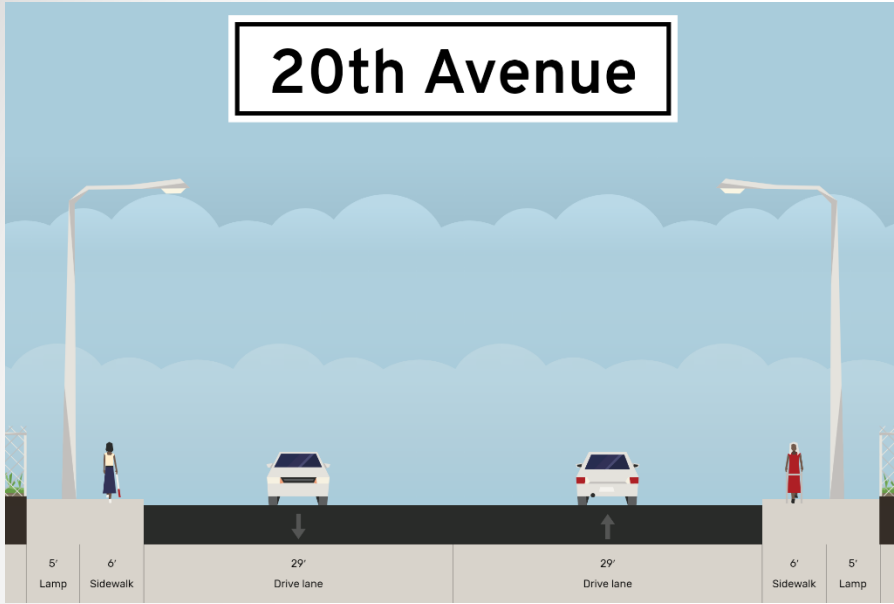


Bike Lanes

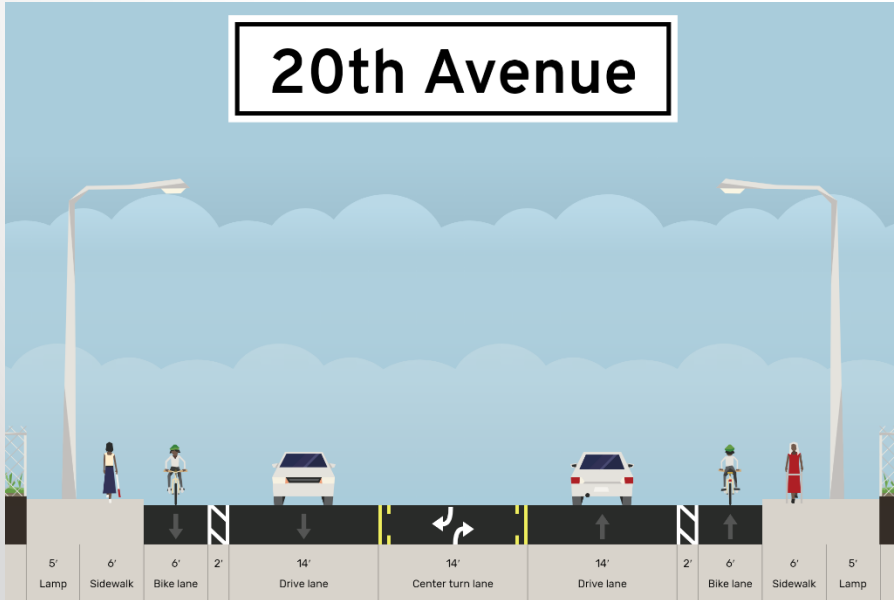


Bike Lanes

20th Avenue

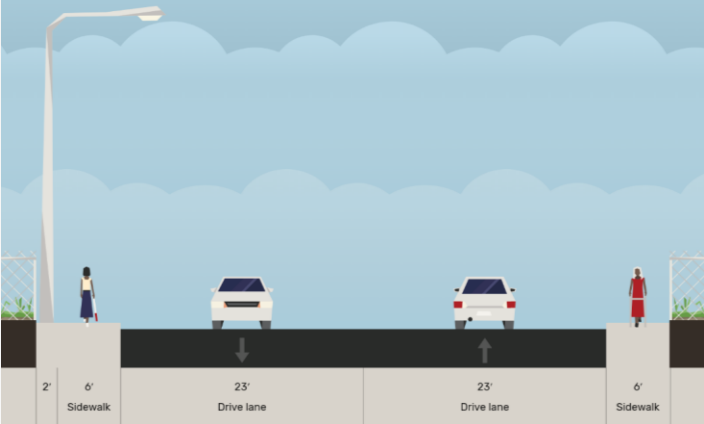


20th Avenue

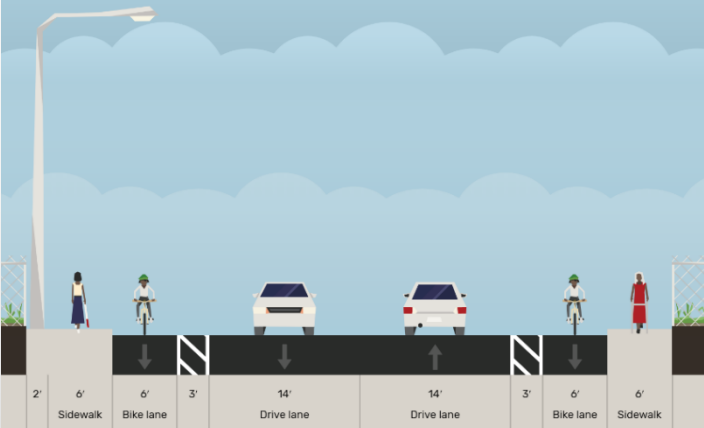


Bike Lane

Aracely Street



Aracely Street



Personnel Request

- As the city grows we need more personnel to continue providing all necessary services to the residents and city staff.
- Request: Code Enforcement Officer



Questions?






BUSINESS

ECONOMIC DEVELOPMENT

JENNY TORRES
ECONOMIC DEVELOPMENT MANAGER

A hand is shown balancing a stack of five dark, smooth stones on a wet, reflective surface, likely a beach. The stones are stacked vertically, with the top stone held by the hand. The stones are labeled with the years 2017, 2018, 2019, COVID-19, and 2021 from bottom to top. The background features a sunset over the ocean, with a pier visible in the distance. The scene is captured in a cinematic style with soft lighting and a shallow depth of field.

2021

COVID-19

2019

2018

2017



**Business Retention
and Expansion**

**Transportation and
Broadband
Infrastructure**

2021

**Education and
Workforce
Development**

**Water and
Wastewater
Infrastructure**

Statistical Information

Population Projections

2019
37,990

2020
39,705

2027
49,830

Residential Development

2019
314

2020
355

San Luis Ports of Entry

Commercial Development

2019
10

2020
6

Measure	2019	2020	% Change
Pedestrians	2,529,641	1,821,114	-28%
Personal Vehicle Passenger	5,069,868	3,463,418	-31%
Personal Vehicles	2,833,221	2,234,946	-21%
Truck	36,885	41,153	9.6%

Sales Tax

Measure	2019	2020	% Change
Retail Sales	\$5,100,707	\$6,023,773	18%
Construction, MFG & Wholesale	\$2,039,455	\$2,056,745	.8%
Rentals	\$456,557	\$398,642	-12%
Communications/ Utilities	\$92,458	\$992,652	97%
Restaurants/Bar	\$604,790	\$652,531	7.8%
Uses/Services	\$314,662	\$491,719	56%
Other	\$1,112,100	\$44,469	-96%
Total	\$9,720,729	\$10,660,531	9.6%

Downtown
Re-development Plan
\$123,000

Origin and
Destination Study
YMPO Grant
\$35,000
Local Match \$20,000

Regional
Broadband Studies
\$26,000





Industrial Incentive
Policy
\$200,000

Personnel
Administrative
Assistant \$53,510
(\$26,000 BI)

Business Outreach,
Training, Programs
and Marketing
\$5,000

INFASTRUCTURE INVESTMENT

	<u>Grants</u>	<u>Local Match</u>
CDBG- RA-Mesa Street Improvements	\$540,171	\$486,317
CDBG-SSP-Rancho Los Oros, Phase II	\$500,000	\$223,000
CDBG-SSP-Merrill Avenue Engineering		\$ 38,155
ADOT-Magrino Industrial Park	\$500,000	\$ 75,000
BUILD-Cesar Chavez Boulevard	\$25,000,000	\$ 400,000
		\$5,000,000



The fact is that the economy is really posed for the kind of recovery that people can see and understand. We need to work on it every day and keep moving forward.

2021



SAN LUIS MUNICIPAL COURT

BUDGET FY 2021-2022



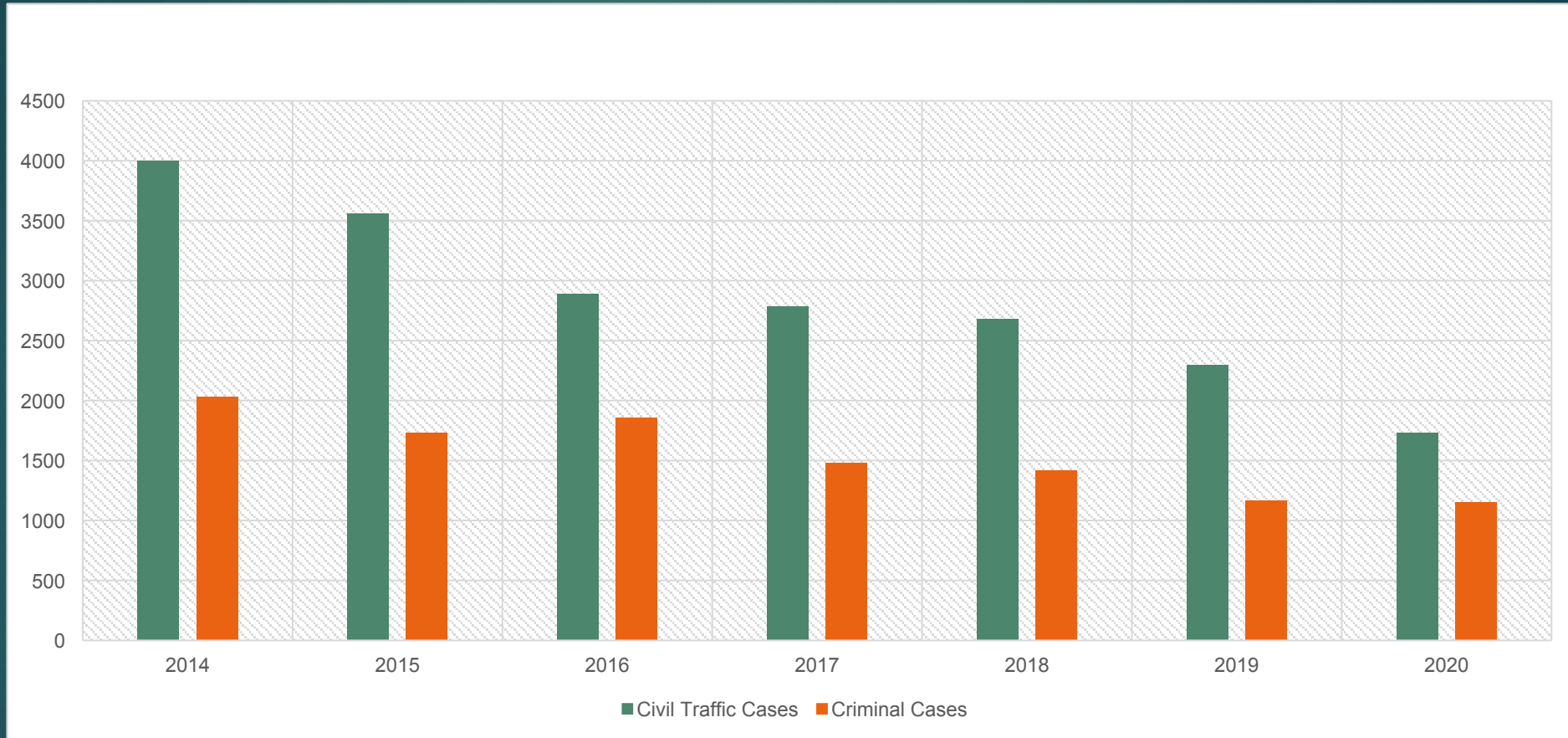


BUDGET REQUEST

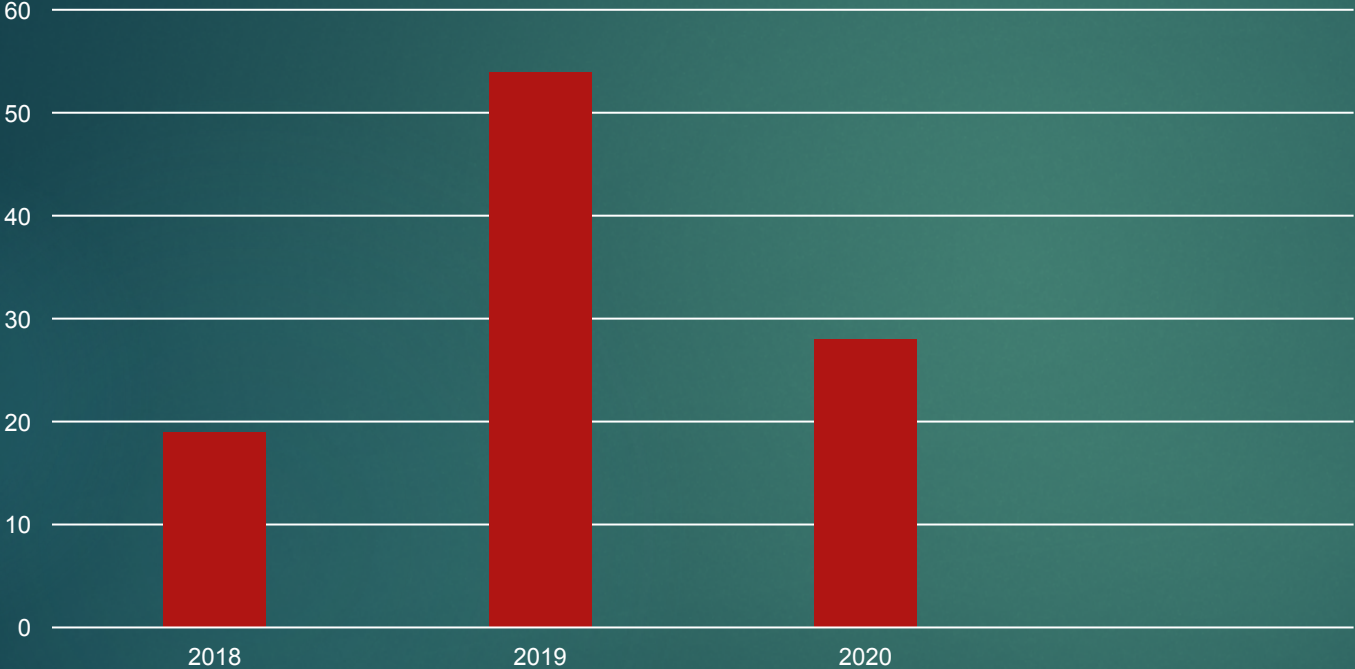
1. Full-time Civil Clerk I
2. Amount Requesting:

\$27,360 (salary)
\$13,590 (benefits)
\$40,950 (TOTAL)

CIVIL TRAFFIC MATTERS OVERPASS CRIMINAL MATTERS BY ALMOST DOUBLE



CIVIL TRAFFIC HEARINGS



■ Civil Traffic Hearings

CIVIL TRAFFIC HEARINGS	
2018	19
2019	54
2020	28

CIVIL FILINGS 2014-2020

YEAR	CIVIL TRAFFIC	CRIMINAL
2014	4628	2032
2015	3880	1734
2016	3466	1859
2017	3277	1483
2018	2925	1421
2019	2669	1164
2020	1734	1151

CIVIL TRAFFIC CASES		
Year	By Month	By Week
2014	386	89
2015	323	75
2016	288	67
2017	273	63
2018	244	56
2019	222	51
2020	145	33

CIVIL CLERK DUTIES

- u Speaks to individuals throughout the day regarding their options/questions either by phone or in person;
- u Speaks to officers/records regarding citations;
- u Prepares and issues court subpoenas;
- u Prepares files;
- u Enters citation info. in the system;
- u Contacts DMV and sends information regarding dispositions/corrections/DL's;
- u Filing;
- u Collects and enters payments in the system;
- u Handles records request from public and government agencies;
- u Also, prepares documents for weddings (time consuming);
- u Keeps track and sends notices of delinquencies and past due payments;
- u Help cover the front and answer phones;
- u Traffic school compliances;
- u Among other duties as requested;
- u Keep in mind that all these duties are for hundreds of cases.

News/Updates



- u Court Security Officer has passed 2 academies and is now in compliance with Arizona Supreme Court's standards.
- u Court's Bailiff also successfully completed all requirements and serves as back-up for security officer.
- u In-compliance with Court Security Standards Administrative Order 2017-15 from Supreme Court.
- u San Luis Municipal Court was awarded a grant from Administrative Office of Courts (AOC) \$4,180 for installation of door badge system.
- u Court applied for new grant and pending response. If awarded, the grant will be used for a security system.
- u Court also obtained new polycom system which gives more access to justice for jail inmates.
- u Made alliance with sister-court Yuma Municipal Court for coverage in the event of an emergency. First Courts in Yuma County to do this. (access to system, conduct hearings)
- u Currently working with DMV pilot program pertaining to fee collections for Court, which provide more detailed information regarding defendant's address and vital records.



COURT SECURITY ENTRANCE



**THANK YOU FOR YOUR TIME
AND CONSIDERATION**



BUDGET RETREAT FY 2022

City Attorney's Office

Kay M. Macuil, City Attorney

Glenn Gimbut, Assistant City Attorney

Janet Taylor, Legal Secretary

GOALS

The City Attorney's goals are to be a key part of good governance for the city by:

- ▶ Providing quality legal guidance
- ▶ Minimizing liabilities
- ▶ Adjusting policies and ordinances to suit the current needs of the city, and
- ▶ Maintaining a first-rate prosecutorial agency to represent the City of San Luis by promoting the fair administration of justice with the goal of providing a safe and secure environment for our community.

THANK YOU!



City Prosecutor's Office

José A. de la Vara, Prosecutor

Kay M. Macuil, City Attorney

Goals and Objectives for FY 22

- **City Prosecutor**

The City Prosecutor's ongoing mission is to maintain a first-rate prosecutorial agency to represent the City of San Luis by promoting the fair administration of justice. Our goal is to provide a safe and secure environment for our community. The City Prosecutor utilizes creative solutions to effectively address issues affecting residents and businesses in San Luis. We serve the public interest in criminal prosecution by minimizing the impact of the criminal justice system upon the lives of victims, witnesses and their families assisting them as they participate in the criminal justice system and to help them support successful prosecutions.

- **Police Advisor**

The San Luis City Prosecutor serves as the Legal Advisor for the San Luis Police Department. In order to assist the Police Department ensure the effective, efficient and uniform enforcement of criminal laws and the fair administration of criminal justice in San Luis, the City Prosecutor provides training to the Police Department to fulfill constitution and statutory mandates, respect the rights of the accused and victims, as well as strengthening the Police Department's relations with the public.

For the past five years, the City Prosecutor's Office consisted of only two employees, the City Prosecutor and the Legal Secretary. Recently, Claudia was hired as a Legal Secretary and has taken an enormous workload off Sylvia, who is now the office's Paralegal. Claudia brought eight years of criminal law practice experience and has excelled at all the duties assigned to her. She is a perfect fit for our office.

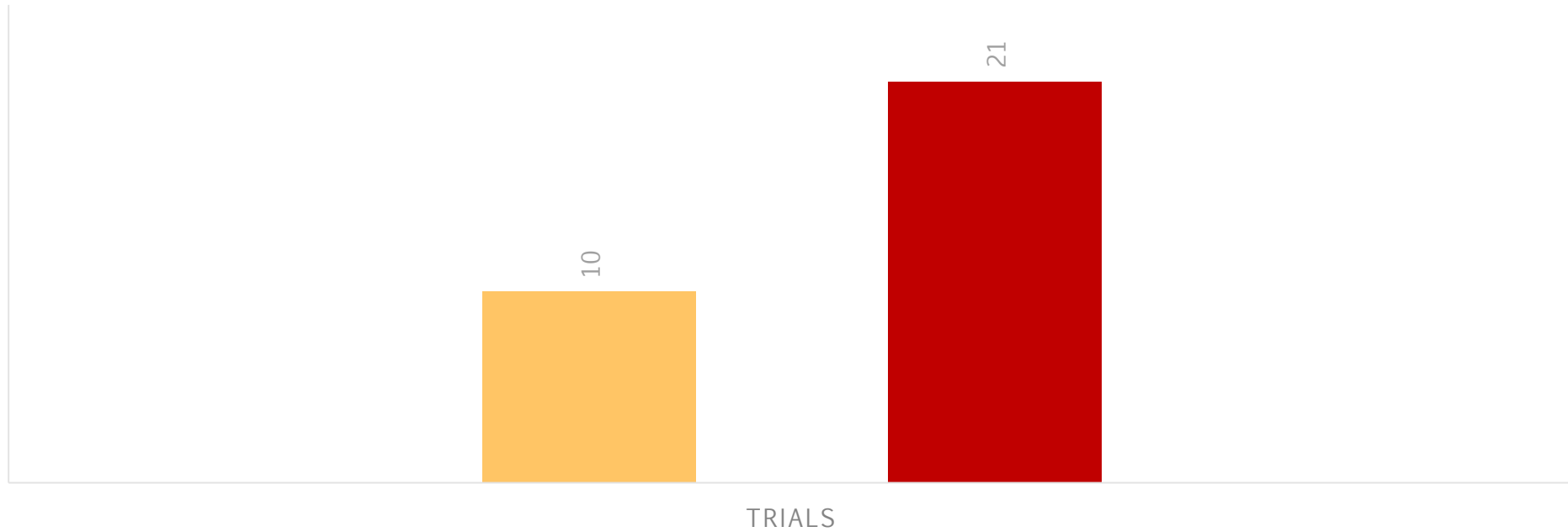
Sylvia has smoothly stepped into her supervisor role for the office and has accomplished several administrative duties without having to work overtime everyday. Sylvia has now assumed a greater role assisting the prosecutor with preparing for trials and with creating training for the San Luis Police Department.

We will continue to work on our goals and work closely with the Police Department and the Municipal Court.

Trials for 2021

TRIALS

■ Bench ■ Jury



***290 Cases Currently Open**

Coronavirus 2019

- Fortunately, the City Prosecutor's Office staff was not impacted directly by COVID-19;
- Office hours did not change and although the office was closed to the public, work on cases continued as if there were no epidemic;
- Working closely with the court, and in compliance with directives issued by the Arizona Supreme Court and the Yuma County Superior Court Presiding Judge, telephonic appearances were conducted to keep staff, criminal case participants and the public safe;
- Pursuant to those same directives, in-person court appearances were reduced to only essential appearances
- The Supreme Court suspension of jury trials has resulted in a backlog with 21 jury trials now scheduled weekly for the next several months; bench trials resumed two months ago and 10 bench trials are scheduled in the next few months
- Correspondence was conducted via email or fax;
- Office workload and output did not diminish or suffer in any way





City of San Luis Parks and Recreation

Presentation 2021-2022

Senior Center

Educational Programs & Activities

Daily games of Bingo, Domino, and Pool

Sewing Classes
taught by Maria Teresa Varela



Spanish Classes

Recreation/Exercise Activities
(Mental/Physical)

Arts and Crafts Programs

Health and Education Classes

Social Events/Fieldtrips



Cultural Activities

Gardening/Planting Projects

Senior Nutrition Program

Utility Assurances

Transportation
(To and from Center)



Aracely de la Hoya
Senior Services Manager

Location
790 E. Juan Sanchez Blvd.
San Luis, AZ

Phone
928-341-8582

Hours of Operation
Monday - Friday
7:00 a.m. - 2:00 p.m.



SAN LUIS SENIOR CENTER

Seniors on the Go

WWW.SANLUISAZ.GOV



Seniors on the Go

The San Luis Senior Center welcomes San Luis, AZ residents who are 60+ years of age. Membership is free.



City of San Luis Senior Resources



Assistance to seniors with documentation, translations, and applications



Services Maximizing Independent Living & Empowerment (SMILE) and Darryl B. Long assists with Social Security issues



Vital & Blood pressure check-ups provided by the San Luis Fire Department



Food distribution



Medicare applications and prescription assistance



Transportation to & from Senior Center

Nutrition program partner



Food distribution partner

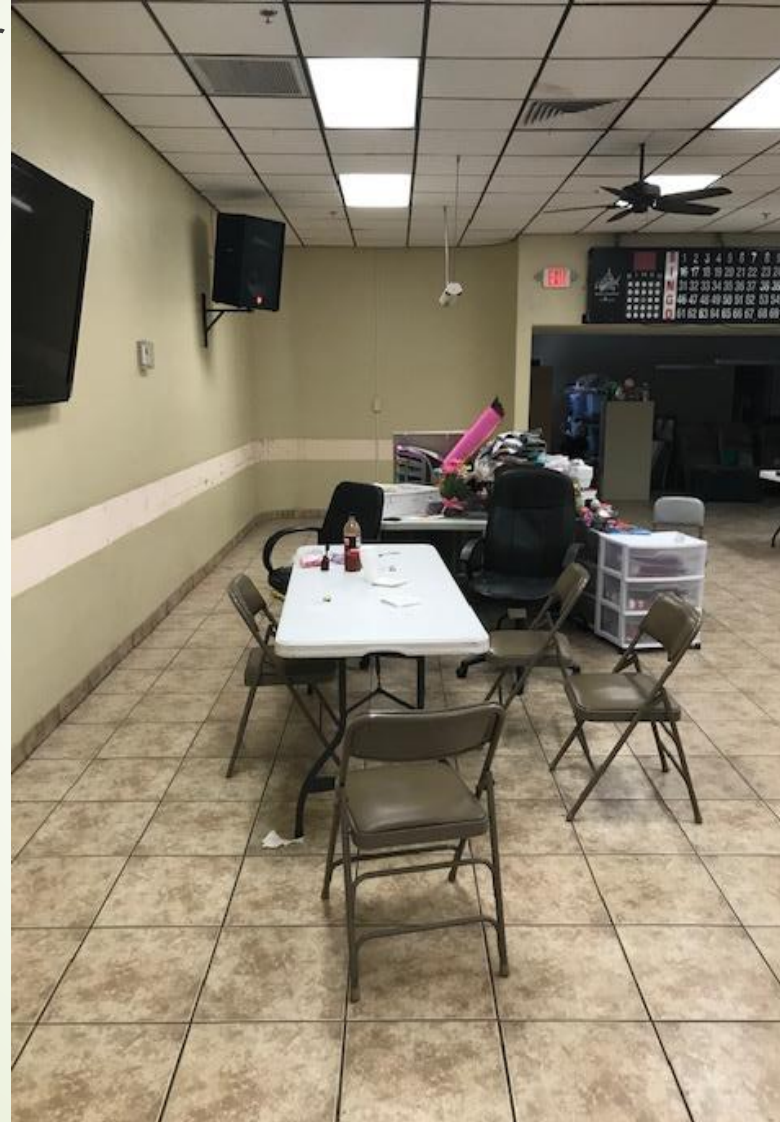


Nutrition Program (WACOG)



Renovation (Existing Building)

1. Paint Exterior/Interior
2. Remodel Kitchen
3. Cabinets/Storage
4. Front Entrance
5. West Park Area
6. Front Desk
(Reception Area)



Senior Center (Expansion Project)



Expansion Project





1. Landscape/Irrigation
2. Shade Structure
3. Raised Garden Area
4. Furniture / Equipment



Vehicle Request

Vehicle \$28,000




Existing Vehicle 1992 Ford



Shuttle (Used \$50,000) (New \$85,000)




Special Events





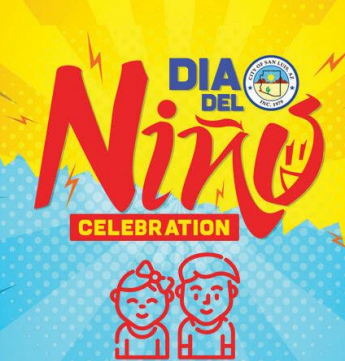

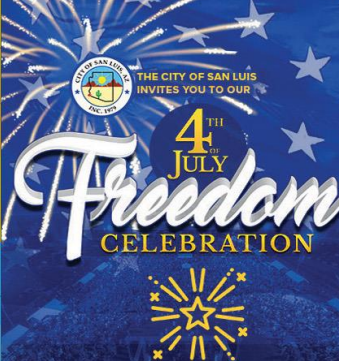



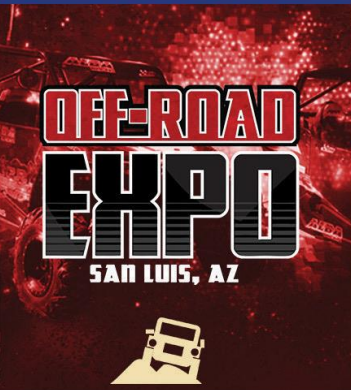





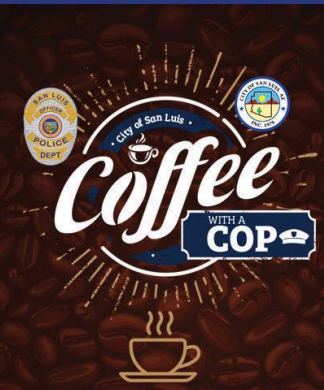



CITY OF SAN LUIS, AZ
INC. 1979



CITY OF SAN LUIS
**ANNUAL
EVENTS**



JOIN THE Fun!

 <p>MASCOT MANIA PARTY FOR PETS!</p>  <p>FEBRUARY</p>	 <p>Arte EN LA CALLE</p>  <p>MARCH</p>	 <p>DIA DEL Niño CELEBRATION</p>  <p>APRIL</p>	 <p>THE CITY OF SAN LUIS INVITES YOU TO OUR 4TH JULY Freedom CELEBRATION</p>  <p>JULY</p>	
 <p>MISS SAN LUIS SCHOLARSHIP PAGEANT</p>  <p>SEPTEMBER</p>	 <p>OFF-ROAD EXPO SAN LUIS, AZ</p>  <p>OCTOBER</p>	 <p>CITY OF SAN LUIS DAY of the Spooktacular Festival</p>  <p>OCTOBER</p>	 <p>★ ANNUAL ★ HOLIDAY of Lights PARADE Tree Lighting Ceremony</p>  <p>DECEMBER</p>	 <p>city of San Luis coffee WITH A COP</p>  <p>QUARTERLY</p>

WWW.SANLUISAZ.GOV

 (928) 341-8520  PUBLICRELATIONS@SANLUISAZ.GOV

*Due to COVID-19 some events may become virtual or postponed.

Major Events

FACEBOOK.COM/SANLUIAZGOV

Virtual Event

FACEBOOK LIVE

CITY OF SAN LUIS

4TH OF JULY

Backyard FREEDOM CELEBRATION 2020

9PM

Music Performances
Contests
Live Fireworks Show

Live Fireworks SHOW

FOR MORE INFORMATION PLEASE CALL: (928) 341-8535

FACEBOOK.COM/SANLUIAZGOV

CITY OF SAN LUIS

FOUNDERS DAY

BACKYARD

Carne Asada

CELEBRATION 2020

Virtual Event

FACEBOOK LIVE

SAVE THE DATE

FRIDAY
OCTOBER 2nd

7PM -10PM

aps

ARIZONA SECURE SELF STORAGE & RENTALS

SOUTHWEST SANITATION SERVICES

9 FOX

abc5

3 NOTICIAS YUMA - EL CENTRO

entravision

alluvial media

azteca yuma 7

UNIMÁS EL CENTRO

UNIVISOR YUMA-EL CENTRO





MASCOTAMANIA 2021

VIRTUAL CONTESTS!
(FOR SAN LUIS AZ RESIDENTS ONLY)
DEADLINE SAT. FEBRUARY 20TH, 2021

COSTUME CONTEST **TRICK CONTEST**
BEST BARK

For more information about our contest please visit:
SANLUISMASCOTAMANIA.COM

VACCINATION DRIVE-THRU
SAT. FEBRUARY 20TH, 2021
9AM-1PM
JOE ORDUNO PARK

HUMANE SOCIETY OF YUMA
Save one unit, share one tone.

#MaskUp SanLuis
MASK REQUIRED

FOR MORE INFORMATION PLEASE CALL (928) 341-8535
OR VISIT CESAR CHAVEZ CULTURAL CENTER

SANLUISAZPARKSANDRECREATION
WWW.SANLUISMASCOTAMANIA.COM

VIRTUAL ART SESSIONS

CESAR CHAVEZ Cultural CENTER
Imagine, Create, and Express

FREE

OPEN UNTIL FILLED

REGISTRATION
Wednesday September 2nd- Thursday September 3rd, 2020
Parents/Guardians will need to register participants

AGES: 5-12

Class will be through Zoom with Art Instructor Vanessa Iurbide

CALL TO REGISTER FROM 8AM-2PM
(928) 341-8538 CESAR CHAVEZ CULTURAL CENTER

Lizette Varela: lvarela@sanluisaz.gov
Yigal Duarte: yduarte@sanluisaz.gov
SANLUISAZPARKSANDRECREATION

CITY OF SAN LUIS Spooktacular Decoration Contest 2020

MONDAY **November 2ND** DEADLINE

To enter contest, pictures must be submitted to our official City of San Luis, Arizona facebook messenger.

FOR MORE INFORMATION PLEASE CALL: **(928) 341-8538**
OR VISIT CESAR CHAVEZ CULTURAL CENTER

Sierra Harlan: Sharlan@sanluisaz.gov
SANLUISAZPARKSANDRECREATION



 Virtual CONTEST

DIA DE LOS MUERTOS ALTAR CONTEST

PICTURES MUST BE SUBMITTED TO OUR OFFICIAL FACEBOOK MESSENGER.

Deadline **Wednesday Nov. 4TH 2020**

FOR MORE INFORMATION PLEASE CALL **(928) 341-8538**

LIZETTE VARELA: lvarela@sanluisaz.gov
 SANLUISAZPARKSANDRECREATION

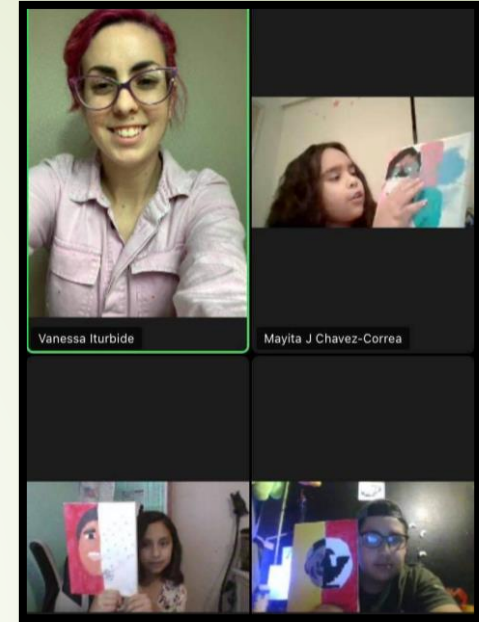

 Celebrating **CESAR CHAVEZ LEGACY MONTH**
 Virtual Canvas Contest


 Wednesday **March 24th, 2021**


Ages 8-12

Registration: **March 16th - March 18th 8am - 6pm**
-Limited Participant Space -

CALL TO REGISTER **(928) 341-8538**



CESAR CHAVEZ
LEGACY MONTH

CESAR CHAVEZ
Cultural CENTER
Imagine, Create, and Express

DREAMS
 — THAT —
Inspire
ART CONTEST

CITY OF SAN LUIS, AZ
 INC. 1979

YOUR ART here

COOL PRIZES!

WE ARE LOOKING FOR CREATIVE INDIVIDUALS TO EXPRESS THEIR TALENT ON OUR CULTURAL CENTER DOORS!

DEADLINE FOR SUBMISSIONS: THURSDAY, AUG. 13TH, 2020

For contest guidelines and regulations please visit our website at: www.sanluisaz.gov/contests

FOR MORE INFORMATION PLEASE CALL: (928) 341-8538 OR VISIT CESAR CHAVEZ CULTURAL CENTER

Lizette Varela: lvarela@sanluisaz.gov
 Yigal Duarte: yduarte@sanluisaz.gov
SANLUISAZPARKSANDRECREATION



CHI
CA
NO
ART COLLECTIVE

40th Anniversary 1978-2018

Arte
COLECTIVO
ARTISTAS
CANTON
ARTISTAS
CANTON

SÁB. 13
JUNIO '20

Presenta:

MÚSICA & CANVAS

Música Por Djs:)))
)))

Artistas Invitados:

JOANNA CARDENAZ
LIA LITTLEWOOD
GISSEL JOANNI
GYPSY TUESDAY
VANESSA ITURBIDE
HECTOR AYALA (PHOENIX)

EVENTO NO ABIERTO AL PÚBLICO

TRANSMISIÓN EN VIVO DESDE EL
CENTRO CULTURAL CESAR CHAVEZ

LITTLEWOOD FINE ART & COMMUNITY CO-OP

ARIZONA COMMUNITY FOUNDATION OF YUMA





Holiday Events



Virtual EVENT

San Luis
Tree Lighting Ceremony
 Tuesday, December 1st 2020
 6:00 PM

SANLUIAZPARKSANDRECREATION
 FOR MORE INFORMATION PLEASE CALL
(928) 341-8538 OR EMAIL LIZETTE VARELA AT
 LVARELA@SANLUIAZ.GOV

aps **House Decoration Contest 2020**

- 1 Decorate your House
- 2 Take a picture & send it to parks and recreation facebook messenger (with your address included)
- 3 Winners will be announced on **Monday Dec. 21st**

DEADLINE: THU DEC. 17th

FOR MORE INFORMATION PLEASE CALL:
(928) 341-8538 OR EMAIL LIZETTE VARELA
 LVARELA@SANLUIAZ.GOV SANLUIAZPARKSANDRECREATION

Tree Decoration Contest 2020

Two Categories: *Traditional* | *Open*

- 1 Decorate your Tree
- 2 Take a picture & send it to us
2 picture limit | name | phone
 (cityofsanluis | fb or parks and rec)
- 3 Your tree will be judged
- 4 Winners will be announced on *Thursday*
December 10

DEADLINE: MON DEC. 7

FOR MORE INFORMATION PLEASE CALL:
(928) 341-8538 OR EMAIL LIZETTE VARELA
 LVARELA@SANLUIAZ.GOV
WWW.SANLUIAZ.GOV | SANLUIAZPARKSANDRECREATION

Youth Center Division

I'll be HOME for the Holidays
Gingerbread House Decoration Contest

DEC 03 2020

LIMITED SPACE

- 1 Register & Pick-up**
your gingerbread house kit on Dec. 3rd 2020 | 5-8pm | \$2 at Joe Orduño Park 965 N. Park Ave, San Luis, AZ
- 2 Decorate your House**
- 3 Take a picture and send it to us**
Parks and Rec FB page @sanluisazparksandrecreation

DEADLINE: FRI, DEC. 11TH

*contest rules and instructions to be given at registration pick-up.

FOR MORE INFORMATION PLEASE CALL: (928) 341-8574 OR EMAIL SIERRA HARLAN SHARLAN@SANLUIAZ.GOV **SANLUIAZPARKSANDRECREATION**

Holiday Photo Contest 2020

Decorate your beard or put your hair in a crazy design! Glitter, colored hair spray, ornaments, bows, any holiday decorations can be used! Please be careful with anything you use.

Jingle Beard **1st place**
Holiday Hair **2nd place**
Don't Care **3rd place**

in each category

Send your pictures to San Luis AZ Parks and Recreation Facebook messenger

Deadline: December 28th

FOR MORE INFORMATION PLEASE CALL: (928) 341-8574 OR EMAIL SIERRA HARLAN SHARLAN@SANLUIAZ.GOV **SANLUIAZPARKSANDRECREATION**

SPOOKTACULAR MOVIE NIGHTS WHEELS AND REELS

THU, OCT. 29, THE ADAMS FAMILY 7:00PM | 11:00AM-11:59PM | 12:00AM-1:59AM

Wear your face mask
Social Distancing is key for your safety

SPOOKTACULAR MOVIE NIGHTS WHEELS AND REELS

THU, OCT. 29, THE ADAMS FAMILY 7:00PM | 11:00AM-11:59PM | 12:00AM-1:59AM

Wear your face mask
Social Distancing is key for your safety

SPOOKTACULAR MOVIE NIGHTS WHEELS AND REELS

THU, OCT. 29, THE ADAMS FAMILY 7:00PM | 11:00AM-11:59PM | 12:00AM-1:59AM

Wear your face mask
Social Distancing is key for your safety

SPOOKTACULAR MOVIE NIGHTS WHEELS AND REELS

THU, OCT. 29, THE ADAMS FAMILY 7:00PM | 11:00AM-11:59PM | 12:00AM-1:59AM

Wear your face mask
Social Distancing is key for your safety

SPOOKTACULAR MOVIE NIGHTS WHEELS AND REELS

THU, OCT. 29, THE ADAMS FAMILY 7:00PM | 11:00AM-11:59PM | 12:00AM-1:59AM

Wear your face mask
Social Distancing is key for your safety

SPOOKTACULAR MOVIE NIGHTS WHEELS AND REELS

THU, OCT. 29, THE ADAMS FAMILY 7:00PM | 11:00AM-11:59PM | 12:00AM-1:59AM

Wear your face mask
Social Distancing is key for your safety

SPOOKTACULAR MOVIE NIGHTS WHEELS AND REELS

THU, OCT. 29, THE ADAMS FAMILY 7:00PM | 11:00AM-11:59PM | 12:00AM-1:59AM

Wear your face mask
Social Distancing is key for your safety

PUMPKIN CARVING CONTEST

OCT 26 2020

JOE ORDUÑO PARK SOCCER FIELD
965 N. Park Ave, San Luis, AZ

5PM- 8PM
Materials will be provided

Tickets **\$2**
Tickets will be sold on Oct. 16, 2020

Ages 5+
LIMITED SPACE

Wear your face mask
Social Distancing is key for your safety

FOR MORE INFORMATION PLEASE CALL: (928) 341-8565 OR EMAIL SIERRA HARLAN SHARLAN@SANLUIAZ.GOV **SANLUIAZPARKSANDRECREATION**



MARSHMALLOW & SPAGHETTI BRIDGE CONTEST

Ages 6-10 & 11+

- 1** PICK UP YOUR KIT
Feb 9 - Feb 18, at the Youth Center
- 2** BUILD & SUBMIT PICTURE

PICTURE DEADLINE:
FEB 26TH 2021

The Youth Center is calling on creative minds this month! We want you to show us your building and creativity skills when it comes to building a bridge. Use the marshmallows as "glue" to hold your spaghetti in place as you build your bridge. Take a picture of it and send it in! We can't wait to see your creations!"

For more information, rules and regulations please visit:
WWW.SANLUISAZ.GOV/CONTESTS

#MaskUp SanLuis



MARSHMALLOW & SPAGHETTI BRIDGE CONTEST



1ST PLACE

CATEGORY
11+ YRS

PARTICIPANT
MELANI RAMIREZ



MARSHMALLOW & SPAGHETTI BRIDGE CONTEST



2ND PLACE

CATEGORY
6-10 YRS

PARTICIPANT
ADRIANA TORNERO



MARSHMALLOW & SPAGHETTI BRIDGE CONTEST



1ST PLACE

CATEGORY
6-10 YRS

PARTICIPANT
MARIO GARCIA



MARSHMALLOW & SPAGHETTI BRIDGE CONTEST



2ND PLACE

CATEGORY
11+ YRS

PARTICIPANT
ANNA J CORDOVA

Recreation Division



PARKS AND RECREATION

VIRTUAL CHALLENGE



AGES 10+

In parks and recreation, we continue working for you in the program **"Stay active with recreation"** This time we bring you some challenges to overcome! Which, consist of realizing and overcoming the challenge that we will be publishing on our official Facebook page every week.

WEEKLY CHALLENGES



PHYSICAL

MENTAL

MINUTE TO WIN

AMAZING PRIZES!



AND MUCH MORE!

To participate:

1. Record and send **your video** via messenger to our Facebook page San Luis Az Parks and Recreation
2. Tag and challenge **two friend** and you will have the opportunity to win one of our different prizes

DO YOU ACCEPT THE CHALLENGE?

FOR MORE INFORMATION PLEASE CALL

(928) 341-8535

OR E-MAIL ADAL VALENCIA: AVALENCIA@SANLUISAZ.GOV
EDGAR JUAREZ: EJUAREZ@SANLUISAZ.GOV

[SANLUISAZPARKSANDRECREATION](https://www.facebook.com/SANLUISAZPARKSANDRECREATION)



1:32 / 2:30



Trainings (Parks and Facilities Division)

Forklift



Boom Vehicle



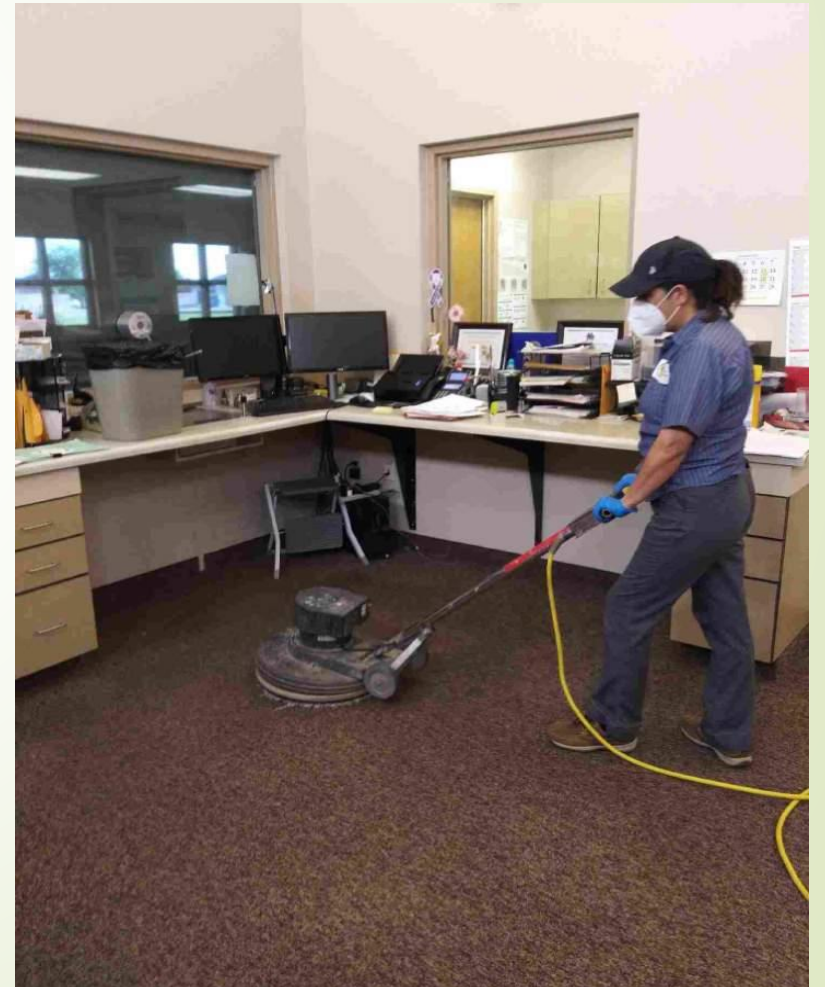
Flagger



Facilities Division

Pandemic and Beyond

Mission: Disinfecting and Sanitizing



Parks Division Projects

► Fiber Optics for IT



Prosecutors Office Landscape



Joe Cabello Project (Before and After)



- 
1. Restrooms
 2. Railing (ADA)
 3. Skate Park
 4. Basketball



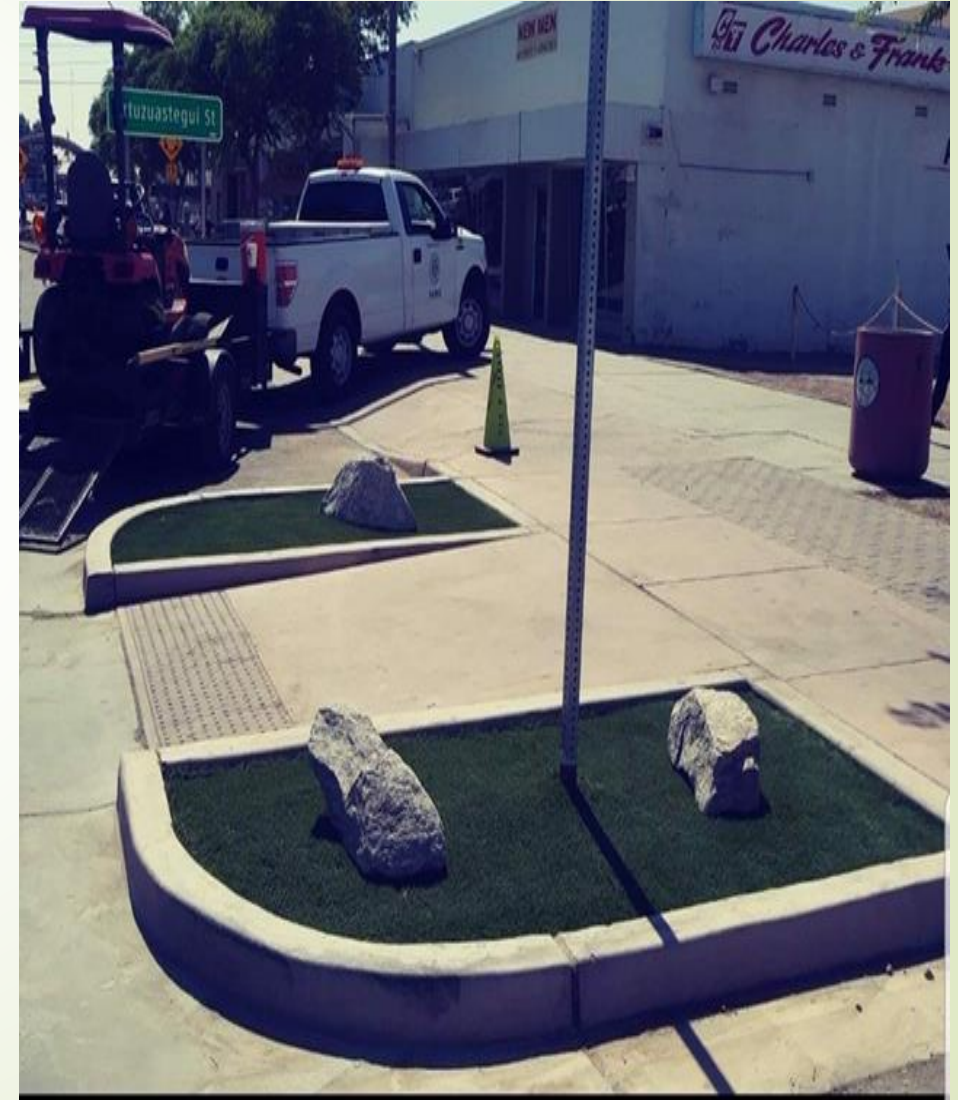
Facilities Building Lanscape



Cesar Chavez Blvd Pathway



Main Street (Turf Sample)



Cultural Center (Monument Area)

1. Legacy Path Recognition
2. Native America Image
3. Farm Workers Sculpture



20 Acre Park



Equipment Request

Vehicle \$27,730

Forklift (Used) \$20,480

Utility/Boom Truck \$40,000



Park Amenities

Employee Request:
2 Fulltime Parks Employees



- 7 acres per staff
- 4 New Districts
- Expecting 4 more
- 20 Acre Park
- Green areas (64 acres)
(City Facilities)



Video Recap



Finance Dept. Billing & Collections



- *Utilities and Business License Divisions*
- *Fiscal Year Budget 2021-2022*

Billing & Collections Division

1090 E. Union St. – PO Box 3750

San Luis, AZ 85349

(928)341-8570

Billing@sanluisaz.gov

Mission Statement



- *It is the desire of the City of San Luis Billing & Collections Division staff to provide exceptional and professional quality customer service to all city residents and visitors.*
- *Our Motto:*
 - *Is to know the issue and provide specific information to educate.*
 - *Know the solution or find a solution.*
 - *Be honest, listen, and be committed to report back to our customers.*

Finance Department

Billing & Collections Division

Organizational Chart

FY21-22



Goals & Objectives for FY2021-2022



- *Continue providing the best possible customer service to the residents of San Luis, Arizona.*
- *With Mayor and Council approval, enhance our multiple applications processes and request for services through the implementation of a new software to move into a self-serve method via City website.*
- *Continue developing our internal paperless processes to stop printing documents for our internal use, and use electronic documents instead. (Convert all paper files to electronic documents).*
- *Continue to promote paperless billing for utility services for all residents. This has and will continue to reduce our Postage and Contractual Service fees. Currently at 12% City wide.*

Goals & Objectives for FY2021-2022 Cont'd



- *Improve our Gadsden (Outside of City limits sewer service) collections, as well as our Yuma County Water Users - water rights collections. Currently working with 11 accounts.*
- *Will work with Western Arizona Council of Governments (WACOG) in the development of a water utility assistance program for the City of San Luis. Ongoing project.*
- *Improve collaboration among the different departments within the City to increase efficiency and productivity.*
- *Improve our Business License services and data collected. We will start to convert hard copies to electronic documents in an effort to become environmental friendly and enhance efficiency at the same time.*

FY2020-2021 Department Accomplishments



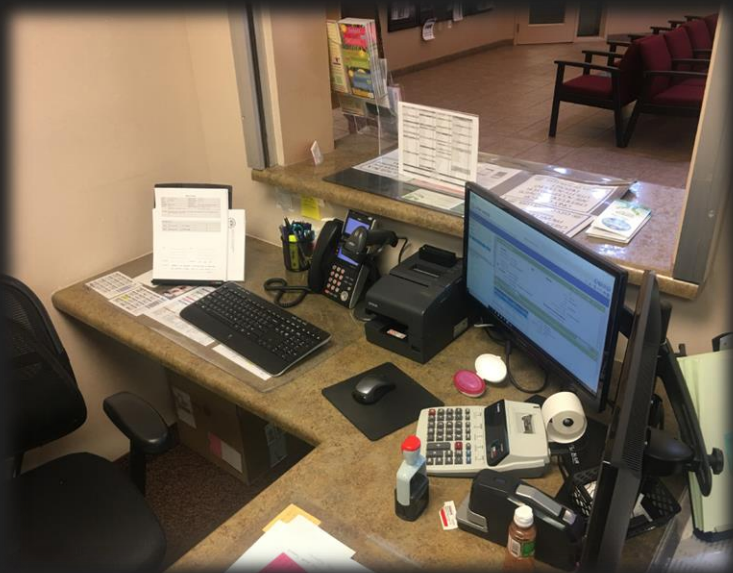
- *Fully staffed the Billing & Collections Division. (Added three new members).*
- *Completed the Bad Debt internal process, which led to the startup of the collections procedures.*
- *Initiated the collaboration with Valley Collection Services and started receiving payments on inactive accounts with balances.*
- *Assisted in great manner the Finance Department in onboarding the ambulance service to work with Valley Collection Services. Finance department also started sending accounts to VCS.*

FY2020-2021 Department Accomplishments Cont'd



- *Completed the front counter remodel. This change allowed for a more professional environment for staff and the public, as well as it adds to a more personalized customer service experience.*

Before



After



FY2020-2021 Department Accomplishments Cont'd



- *Completed the installation of glass protection on all City Hall windows within the foyer. This includes the Administration and Building Safety wings.*

Before



After



Department Procedures & Accomplishments During the Pandemic



- *Managed to continue operating despite of the office closure and staggered schedules for all employees.*
- *The department continued billing for all utility accounts.*
- *Continued collecting payments via credit cards (over the phone), mail in checks and money orders and via self-service thru the IVR, XBP mobile app and/or the online platform.*
- *Continued establishing new utility contracts in a timely manner via email.*
- *Maintained an open communication with customers at all times and strived to solve their questions and requests.*
- *Managed and assisted customers with the temporary suspension of the delinquency processes from March 2020 through November 2020.*

Account Funding Increases



Account	FY2020-2021	FY2021-2022	Increased Amount
Contractual Services	\$76,200.00	\$85,600.00	\$9,400.00

- *The Contractual Services account includes the B&C service contracts with XpressBillPay, Standard Printing, Armored Car Services and other minor contractual services.*
- *Due to the impact of the COVID-19 pandemic, the residents of San Luis increased their usage of remote services including the payment of their utility services through XpressBillPay and for the most part have maintained that habit. XBP has not increased costs at all, and the increase in expense is merely due to the increased of transactions. Avr. Monthly expense is \$3,800.00.*

Account Funding Increases Cont'd



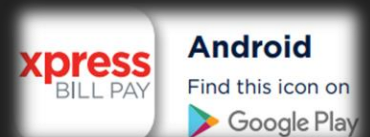
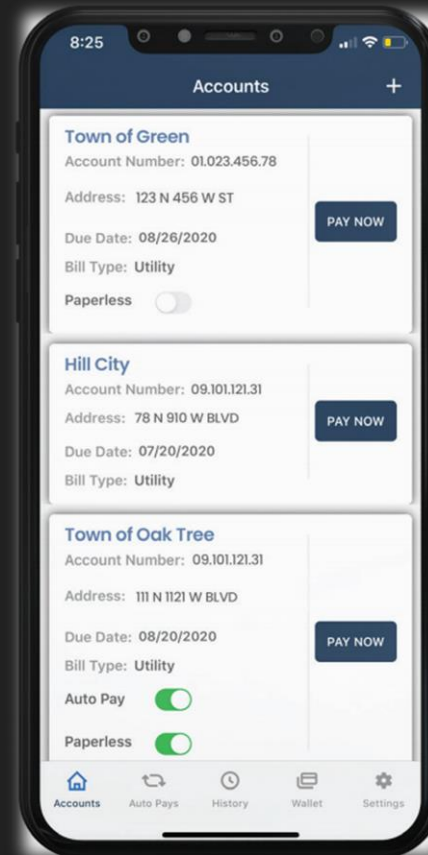
Account	FY2020-2021	FY2021-2022	Increased Amount
Bank Services	\$46,800.00	\$68,900.00	22,100.00

- *The Bank Services account includes the Bank Merchant Services of ChasePaymentech and Automated Merchant Systems, which are directly associated to XpressBillPay and BridgePay respectively.*
- *Due to the impact of the COVID-19 pandemic, the residents of San Luis increased their usage of remote services including the payment of their utility services through XpressBillPay (ChasePaymentech Merchant) and for the most part have maintained that habit. XBP and ChasePaymentech have not increased costs at all, and the increase in expense is merely due to the increased of transactions. Avr. Monthly expense on ChasePaymentech is \$3,800.00. The City collects an avr. revenue of \$370K through this payment method. City pays about 2% for these services.*

Self-Serve Payment Option Benefits



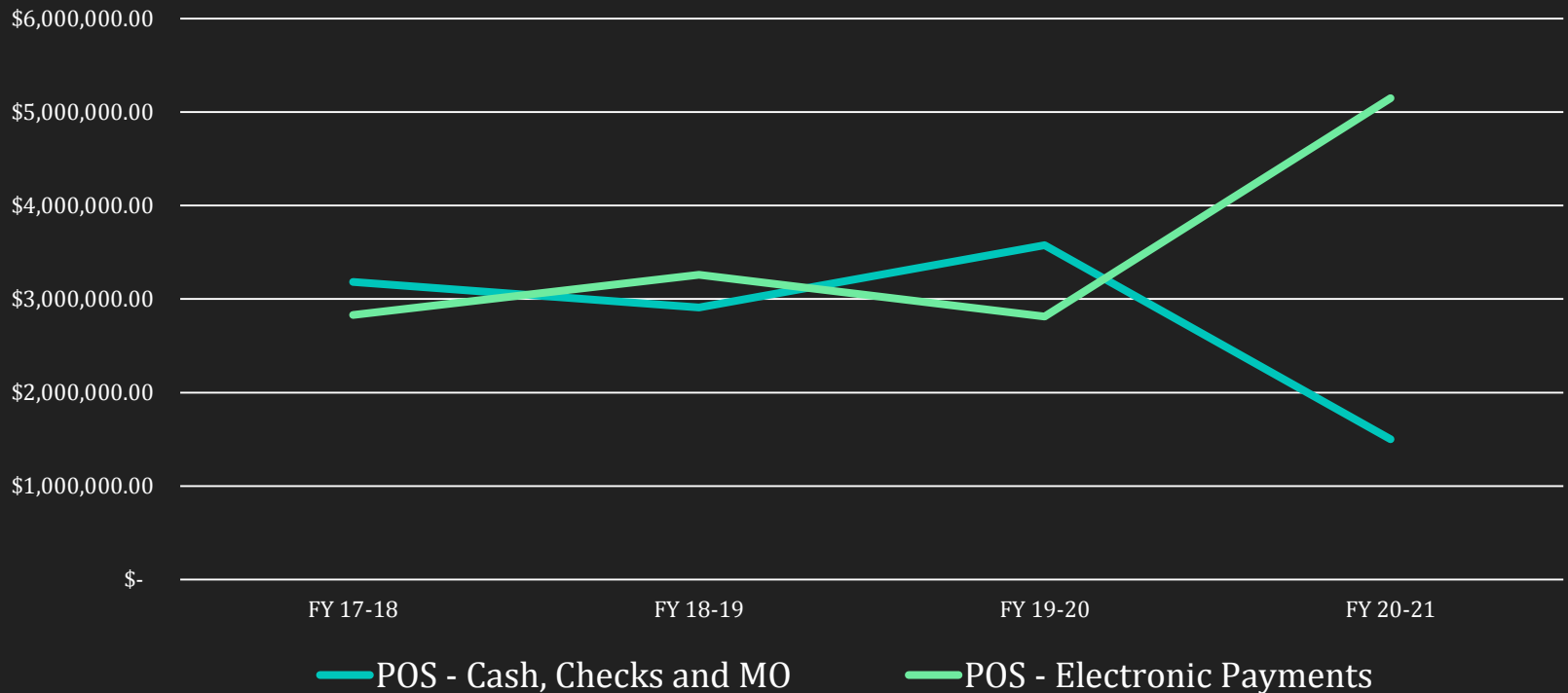
- *XpressBillPay has helped the City throughout the COVID-19 Pandemic to maintain the level of service that our residents expect in terms of utility payment options.*
- *Customers may pay their bill online at www.xpressbillpay.com, through the mobile app, via the IVR system (phone system) and with a live operator from XBP (available in English and Spanish). Aside from our in person payment option and drop box outside of City Hall and Cultural Center.*



B&C Stats in times of COVID-19 – FY20-21



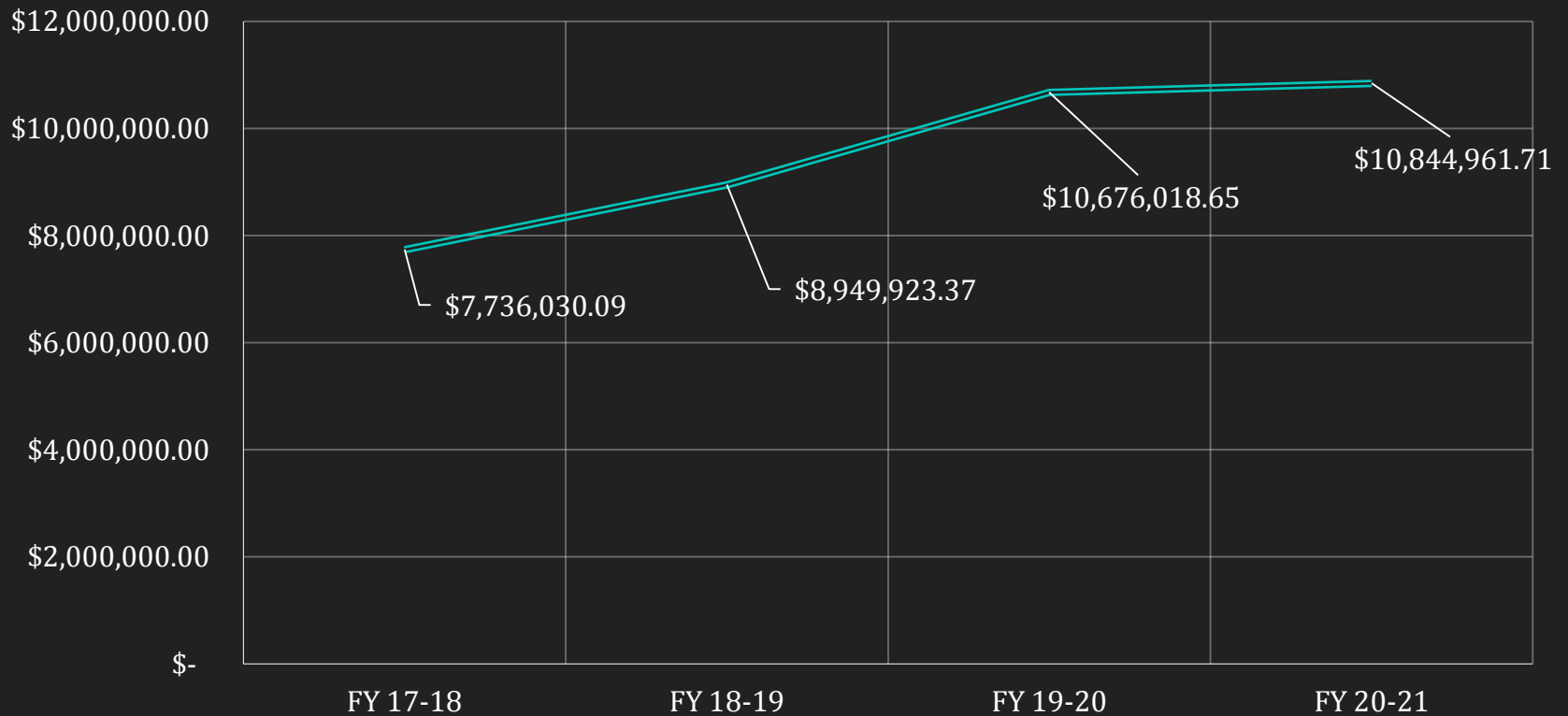
Point of Sale - Cash, Check & MO vs Electronic Payments (Contactless)



B&C Stats in times of COVID-19 – FY20-21



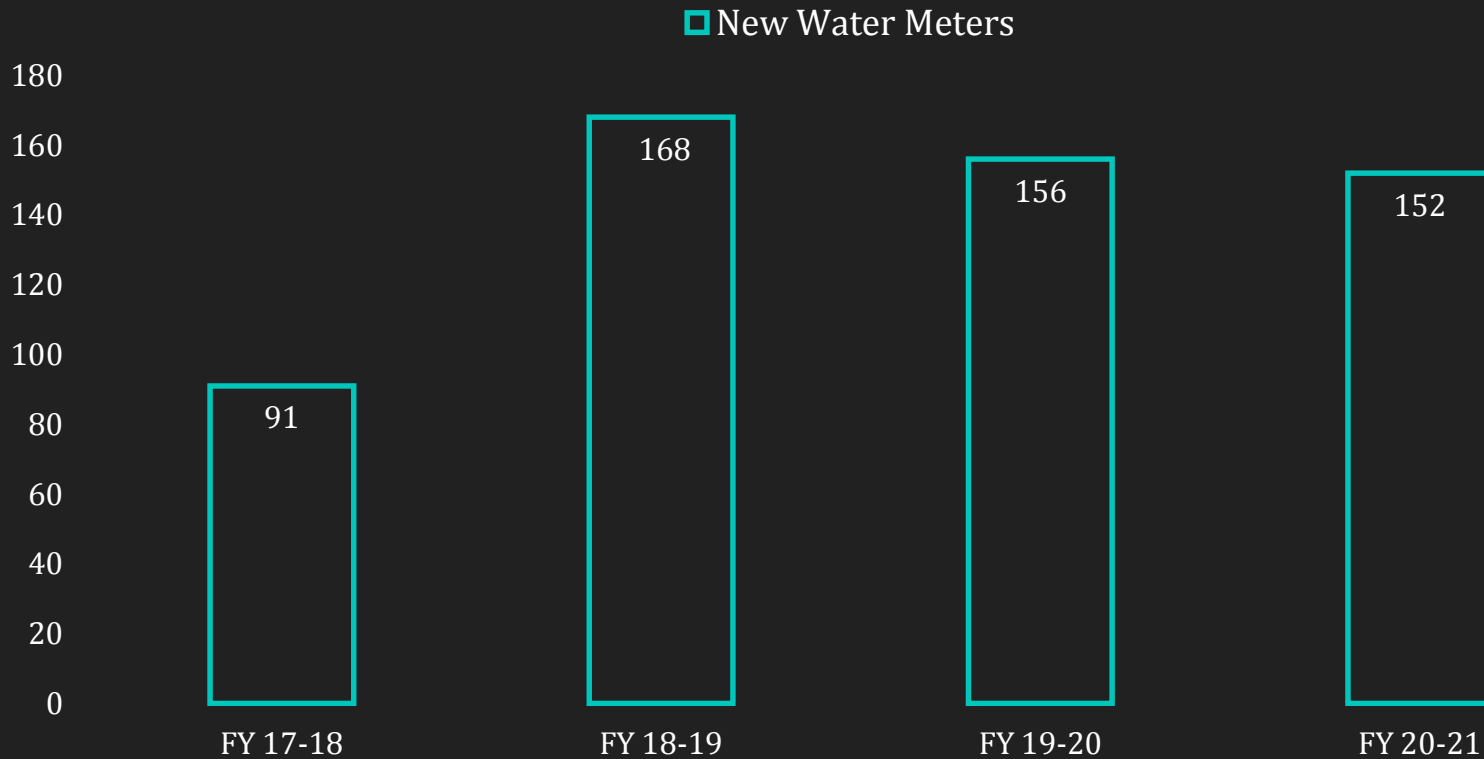
Revenue Collection



B&C Stats in times of COVID-19 – FY20-21



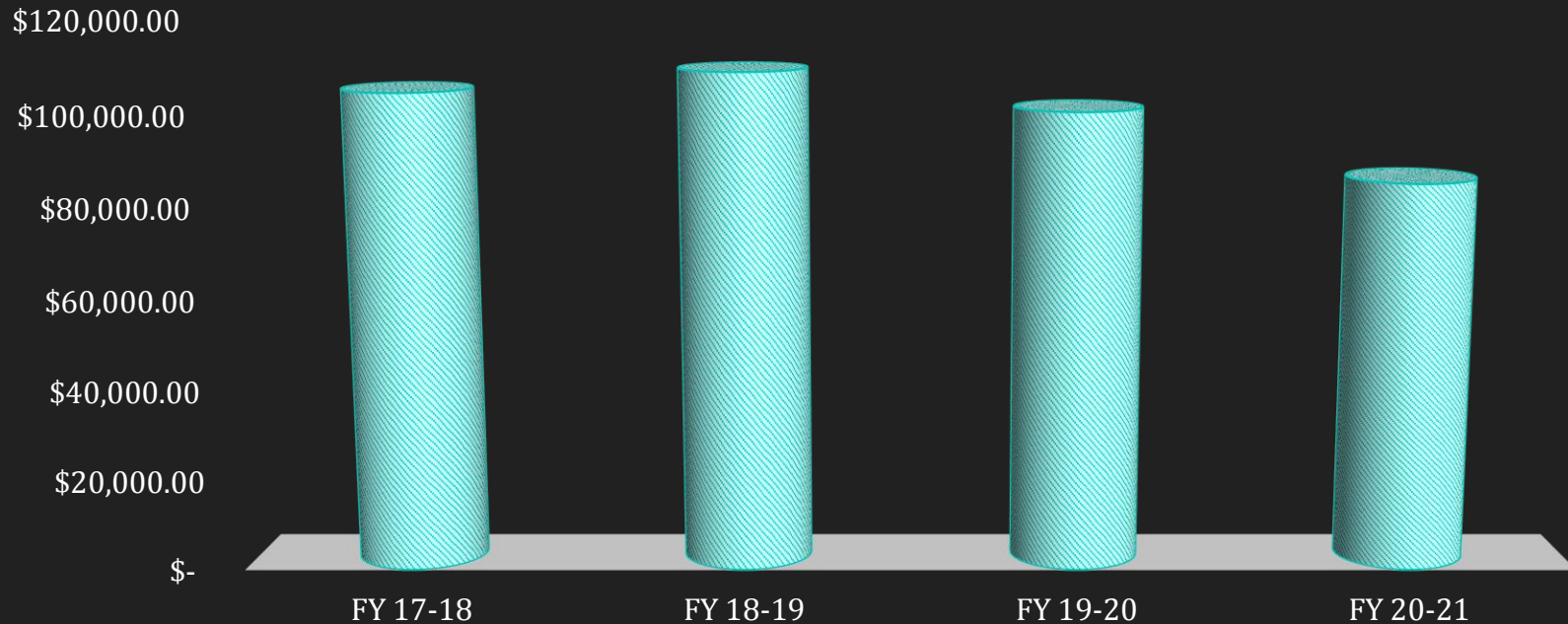
New Water Meters Installed



BL Stats in times of COVID-19 – FY20-21



Revenue for Business Licenses

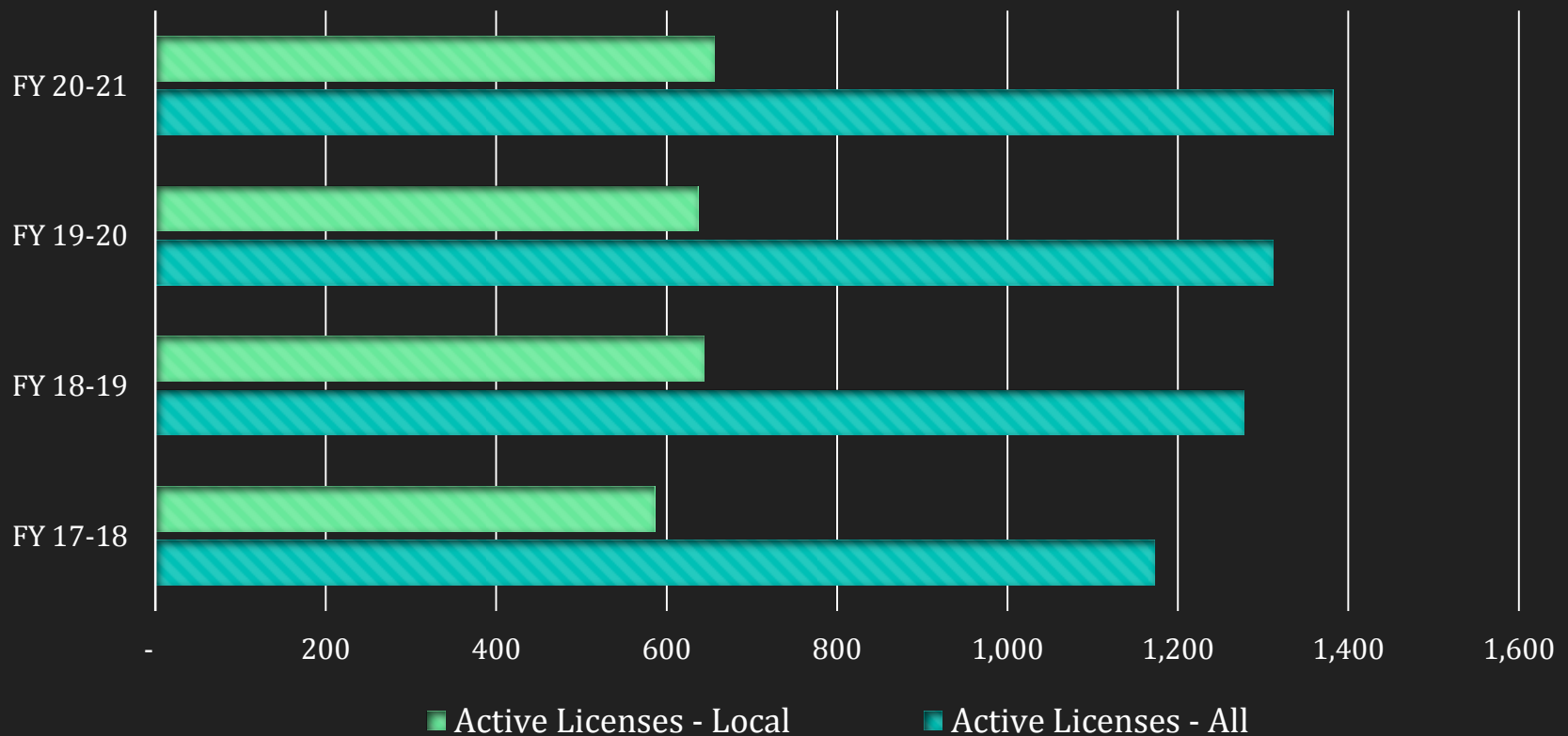


	FY 17-18	FY 18-19	FY 19-20	FY 20-21
■ Revenue for Business Licenses	\$104,545.00	\$108,955.00	\$100,507.50	\$85,235.00

BL Stats in times of COVID-19 – FY20-21



Active Business Licenses - All Licenses vs Local Licenses



Supporting an IT Capital Improvement Project




- *The COVID-19 pandemic has shown us some of the areas in which we need to improve to better serve our residents. Although these were improvements that we already had in mind, we now recognize these services as **top priorities** for our division.*
- *Self-Service request/online web forms, are the area that we are in need to improve. By this we mean, the option for our residents to request a service completely online through the City's webpage without having to interact with a human being. Some examples of those services are:*
 - *Start/request utility services*
 - *Terminate a service*
 - *Change of mailing address*
 - *Senior Discount request*



Supporting an IT CIP - B&C Current Process



- *Customer may find application at the City's website. Application is in a pdf format.*
- *Customer may fill it out the fillable spaces, but still are required to print application and sign it, then scan it or take a picture to send it via email to our office.*
- *Customers for the most part missed to include a document, such as rental agreement or identification. We must contact customer again and have them send us the missing information/documents.*
- *For some customers, this can be an easy process but for others may take days to accomplish. ☹️*



CITY OF SAN LUIS
BILLING & COLLECTIONS
DIVISION
(Water-Sewer-Garbage Services)

NEW CONTRACT

Full Name: _____ <small>Last First Middle I.L.</small>			
Other Name (Spouse, Company): _____ <small>Last First Middle I.L.</small>			
Service Address: _____ <small>Lot/Block Subdivision</small>			
Mailing Address: _____ <small>City State Zip</small>			
Phone: _____		E-mail: _____	
Primary SSN: _____		Spouse/Company SSN/EIN: _____	
Property Owner Name: _____			
Account #: _____		Meter #: _____ <input type="checkbox"/> Water Only <input checked="" type="checkbox"/> All Services	
ESTABLISHMENT FEE:		Notes/Descriptions	
GARBAGE SURCHARGE:			
DEPOSIT:			
FIRE HYDRANT FEE:			
TOTAL:			
RESIDENTIAL DEPOSIT:	\$200.00	RECONNECT FEE <i>before</i> 5 PM:	\$30.00
COMMERCIAL DEPOSIT:	\$500-\$3500	RECONNECT FEE <i>after</i> 5 PM:	\$40.00
GADSDEN DEPOSIT:	\$150.00	ESTABLISHMENT FEE <i>before</i> 5 PM:	\$33.00
SEWER RESIDENTIAL:	\$40.00	ENVIRONMENTAL FEE:	\$0.50
SEWER SENIOR:	\$20.23	ESTABLISHMENT FEE <i>after</i> 5 PM:	\$39.00
GARBAGE RESIDENTIAL:	\$18.34	FIRE HYDRANT FEE:	\$35.00
GARBAGE SENIOR:	\$8.15	GARBAGE SURCHARGE:	\$120.00

* The bill is printed and sent on a monthly basis on the first week of the month and due on the 28th*
Payments after the 28th will have a penalty charge of 10% of water consumption.
* A change of name to the contract will have a \$33.00 charge except mailing address.*
*Should all or any portion of a bill which is 45 days outstanding remain unpaid, on the 15th day of the following month, a disconnect notice will be delivered to physical address as a reminder and that service will be discontinued after five business days of date of notice if payment is not received.
All customers need to request termination of account if services will no longer be needed at property. The city will then close account and services, and customer can avoid unnecessary charges to account. Tenant customer should request services be terminated as soon as property is vacated to have account properly charged and deposit properly applied to account or refunded to customer.

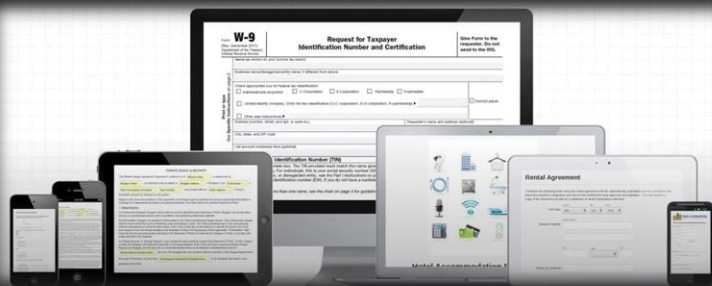
Work Order #

P.O. BOX 3750 | 1090 E UNION ST | SAN LUIS, AZ 85349 | PHONE: (928) 341-8570 | FAX: (928) 341-8549
Office Hours: Monday ~ Thursday 7:00am ~ 6:00pm
Billing@sanluisaz.gov | www.sanluisaz.gov | www.xpressbillpay.com

Supporting an IT CIP - Web Forms and Workflow



- *We need a software that offer web forms for any type of customer request and the option of self-service.*
- *We need the option of a work-flow in which the system would capture all data required and then transition/route to the following stage of the application/request.*
- *We need a system with the ability to create required fields and the option to snap a photo of a document and attach it to the application.*
- *We need a system that provides the option of a legally binding signature to our utility contracts. This helps in our collection efforts.*
- *We need a system that could process calculations based on the selected fields and process a payment at the end of an application.*



The Modern Replacement for the PDF



A comprehensive forms engine & eSignature platform.

Thank you!





**BUDGET RETREAT
APRIL 16 AND 17, 2021**

CITY CLERK' OFFICE

CITY CLERK'S OFFICE

- ❖ Sonia Cornelio, City Clerk
- ❖ Melissa Lopez, Deputy City Clerk
- ❖ Francia Alonso, Records Management Specialist

ACCOMPLISHMENTS

- Awareness of records management
- 2020 Primary Candidate Elections
- 63 Public Records Requests
- 53 Council Meetings (21 Regular, 13 Special, 19 WS)

THANK YOU!



INFORMATION TECHNOLOGY



- ▶ MS office 2019 standard
 - ▶ Upgrade 2013 Microsoft office products to the latest version.

- ▶ MS windows server 2019 standard
 - ▶ Upgrade 2012 r2
 - ▶ Licensing is based on cores and not per device.



MICROSOFT SOFTWARE UPGRADE

- ▶ CISCO AMP- (advanced malware protection) for endpoints. Cloud subscription.
 - ▶ New generation of antivirus protection.
- ▶ CISCO Umbrella- DNS security services.
 - ▶ Blocks malicious websites
 - ▶ Acts as a cloud firewall



The image features the Cisco logo on the left, followed by the text "Cisco Umbrella" in a large, blue font. Below this, the tagline "Cloud security for the future of your business" is written in a smaller, grey font.

CISCO SECURITY SERVICES

- ▶ Replacement of obsolete wireless access system
 - ▶ Obsolete system will not be supported by the manufacturer making the system vulnerable to a cyber attack.



CISCO WIRELESS ACCESS SYSTEM

- ▶ Storage area network device for critical applications.
 - ▶ Provides high availability of data.
 - ▶ Provides for lower risk of data loss
 - ▶ Is easily scalable for future growth.



HP MSA 2050 – NETWORK STORAGE



- ▶ Create Web based fillable forms for staff and residents.
- ▶ Electronic signatures accepted and submitted online.
- ▶ Workflow, notification, and document tracking.
- ▶ Service is hosted by seamlessdocs. No hardware is needed.

SEAMLESSDOCS – WEB BASED SOFTWARE

- ▶ Replacement of computer systems
 - ▶ Equipment over 5 years of age
 - ▶ Equipment that is no longer efficient
- ▶ New systems to be used for new employees or are spares.



COMPUTER SYSTEMS

- ▶ Executime is owned by Tyler Technologies.
 - ▶ Integrates seamlessly with new world erp.
 - ▶ Completely eliminates paper handling.
 - ▶ Reduces staff time to process payroll.
 - ▶ Request for time off can be accessed through esuite remotely.



EXECUTIME – TIME AND ATTENDANCE SOFTWARE



RISK MANAGEMENT

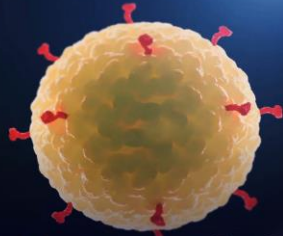
WORKING TOGETHER TO ENSURE A SAFE AND HEALTHY
WORKPLACE.

COVID-19

SAFETY MEASURES IMPLEMENTED

- Flexible worksites to help with physical distancing
- Staggered Schedules Were Implemented/Work from Home
- Plexi-glass or glass windows
- Disinfecting and Sanitation Stations Installed
- Protective Equipment Provided
- Employees Required to Self Monitor for Symptoms
- HR Policy and Safety Protocols Established
- Social Distancing Markings Made Available in Buildings
- Face Masks/Coverings Made Mandatory for Employees and Customers
- Cleaning and Disinfecting Plan Established by Facilities
- Increase Promotion of Respiratory etiquette
- Informational Signs Posted
- Increased and Prioritized the Use of Technology and Video Conferencing
- Minimized Non-Essential Travel





COVID-19

MARCH 2020 – APRIL 2021

- 31 COVID Positive Work Related Respiratory Exposures
- 421 Days Away from Work on Work Related Exposures
- 62 COVID Positive Cases Reported by HR on Personal Exposure (93 total including WC)

WORK RELATED INJURIES AND ILLNESSES - YEAR END 2020

- 11 Injuries
- 28 Respiratory Conditions
- 1 Hearing Loss
- 2 Other Illnesses (Exposures to Pathogens)

- 478 Total Number of Days Away from Work
- 49 Total Number of days of Job Transfer or Restriction

AMRRP WC Expenses Paid

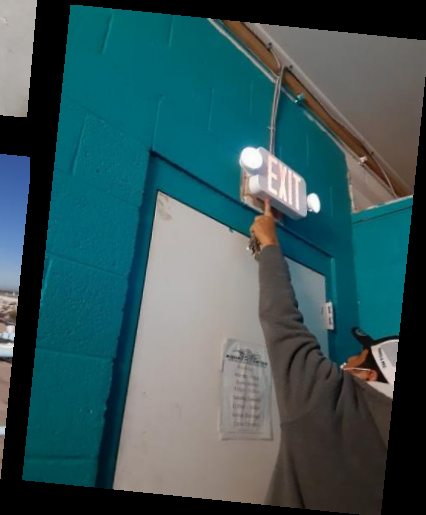
\$32,565.84

INCIDENT CLAIM REVIEW FY 20/21

	RECEIVED	AMRRP PROCESSED	AMRRP EXPENSE PAID
• PROPERTY DAMAGE	15	1	\$2,272.50
• AUTO DAMAGE	21	6	\$15,133.17
• NOTICE OF CLAIMS	3	3	\$0.00

ADOSH PEPP PROGRAM

- 02/2020 Prosecutor's Office, Municipal Court, Parks Grounds
- 09/2020 Recreation, Youth, Aquatics and Cultural Centers
- 02/2021 Water Division and 3 Water Tank Sites



TRAININGS

ONLINE

- Flammable and Combustible Liquids
- Coronavirus: Preparing Your Household
- Coronavirus: Reopening Your Organization
- Coronavirus: Managing Stress and Anxiety
- Coronavirus: Cleaning and Disinfecting Your Workplace
- Back Injury and Lifting
- Slips, Trips and Falls
- Personal Protective Equipment
- Work Violence
- Confined Space Entry (OSHA Webinar)
- Bloodborne Pathogens
- Lockout/Tagout: Energy Release
- Respiratory Protection

IN PERSON

- OSHA Fall Protection – Meeting Social Distancing and Reduced Class Attendance





BUDGET

CURRENT

PROPOSED

Liability Insurance

\$530,000

\$547,000



QUESTIONS?