



NOTICE OF SPECIAL COUNCIL MEETING

In accordance with § 38-431.02 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Members of City Council and to the general public that the Mayor and Council of the City of San Luis, Arizona will hold a Special City Council meeting at 6:30 p.m., Wednesday, December 28, 2022. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349. The public is invited to attend the open meeting.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission of or access to, or treatment or employment in its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in City programs, activities, or services contact: ADA/Section 504 Coordinator, City of San Luis Human Resources Department, 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8520.

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

THIS NOTICE IS GIVEN BY:

/s/ Sonia Cornelio, City Clerk

AVISO DE JUNTA ESPECIAL

De acuerdo con los Estatutos del Estado de Arizona A.R.S. § 38-431.02, se le informa a los miembros del Cabildo y al público en general que el Alcalde y el Cabildo, tendrán una Junta Especial a las 6:30 p.m., el día Miercoles, 28 de Diciembre del 2022. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349. El público está invitado a la junta.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación del 1973, la Ciudad de San Luis, Arizona no discrimina por causa de discapacidad la admisión y acceso a sus programas, actividades, servicios o en el trato en cuanto a empleo. Para más información referente a derechos y provisiones del Acta de Americanos con Discapacidades o Sección 504, o para solicitar adaptaciones que sean razonables para la participación en programas, actividades o servicios de la Ciudad, contactar al: Coordinador del Acta de Americanos con Discapacidades/Sección 504, Departamento de Recursos Humanos de la Ciudad de San Luis, Arizona, ubicado en el 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8520.

Por medio de este aviso y de acuerdo con los Estatutos del Estado de Arizona A.R.S § 1-602.A.9, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar el consentimiento ante el Estado o cualquiera de sus subdivisiones políticas para hacer una grabación de audio o video de su hijo menor de edad. Las juntas del Cabildo se graban en audio y/o video y como resultado, el hecho de que haya menores presentes puede ser sujeto a que sean grabados. Para que los padres de familia puedan ejercer sus derechos pueden dar el consentimiento por escrito con la Secretaria de la Ciudad a tal grabación, o tomar acción personal para asegurarse que su hijo menor no esté presente cuando la grabación se lleve a cabo. Si un menor de edad está presente en el momento de la grabación, la Ciudad asumirá que los padres de familia están cediendo los derechos sobre una posible grabación de acuerdo con los Estatutos del Estado de Arizona A.R.S. § 1-602.A.9.

ESTE AVISO ES DADO POR:

/f/ Sonia Cornelio, Actuaría de la Ciudad



AGENDA
Special Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
San Luis, AZ 85349
December 28, 2022
6:30 p.m.

1. CALL TO ORDER/ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. INVOCATION

4. CALL TO THE PUBLIC

This is the time for the public to comment. Members of the City Council may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date.

5. CONSENT AGENDA

All matters are considered to be routine by the City Council and will be enacted by one motion. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

5. A. MINUTES OF

- Special Council meeting held November 22, 2022
- Work Session held November 30, 2022
- Special Council meeting held November 30, 2022
- Special Council meeting held December 7, 2022

5. B. Disbursements from December 1, 2022 to December 19, 2022

Total Disbursements \$1,301,190.53

(One Million, Three Hundred-One Thousand, One Hundred Ninety Dollars and Fifty-Three Cents)

5. C. Discussion and possible action on any and all matters regarding the Magistrate Resignation and Agreement. (Ralph Velez, Interim City Manager)

5. D. Discussion and possible action on any and all matters regarding Resolution No. 2244. A resolution of the Mayor and City Council of the City of San Luis, Arizona, creating a Street Lighting Improvement District and declaring its intention to purchase electricity and maintain poles, luminaries, and underground conduit, together with a charge for the use of lighting facilities, for lighting public streets within the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**
5. E. Discussion and possible action on any and all matters regarding Resolution No. 2245. A resolution of the Mayor and City Council of the City of San Luis, Arizona, declaring its intention to provide the Enhanced Municipal Services of operating, maintaining and improving certain retention basins serving the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**
5. F. Discussion and possible action on any and all matters regarding Resolution No. 2246. A resolution of the Mayor and City Council of the City of San Luis, Arizona, declaring its intention of operating, maintaining, repairing and improving certain landscape improvements included within, near and adjacent to the retention and detention basins and parking and parkways and related facilities together with appurtenant structures serving the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**
5. G. Discussion and possible action on any and all matters regarding Resolution No. 2247. A resolution of the Mayor and City Council of the City of San Luis, Arizona, authorizing and directing the city engineer to order the purchase of electricity and to order the maintenance of poles, luminaries, and underground conduit incident to the installation of street lights for lighting public streets serving the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**
5. H. Discussion and possible action on any and all matters regarding Resolution No. 2248. A resolution of the Mayor and City Council of the City of San Luis, Arizona, authorizing and directing the city engineer to order the operation and maintenance of certain retention basins for the area described as Bienestar 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**
5. I. Discussion and possible action on any and all matters regarding Resolution No. 2249. A resolution of the Mayor and City Council of the City of San Luis, Arizona, authorizing and ordering the operation, maintenance and repair of certain landscape improvements included within, near and adjacent to the retention and detention basins, parking, parkways and related facilities together with appurtenant structures serving the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**
6. **DISCUSSION AND POSSIBLE ACTION ITEMS:**
6. A. Presentation followed by discussion on any and all matters regarding water, wastewater and solid waste rate analysis and long-term financial planning. **(Edgar Esparza, Billing and Collections Manager and Dan Jackson, Vice President of Willdan Financial Services)**

6. B. Discussion and possible action on any and all matters regarding adopting a Notice of Intention to increase water, wastewater, and solid waste collection service rates. **(Edgar Esparza, Billing and Collections Manager and Monica Castro, Director of Finance)**
6. C. Discussion and possible action on any and all matters regarding the independent contractor agreement for continued Interim City Manager services. **(Kay Marion Macuil, City Attorney)**
6. D. Discussion and possible action on any and all matters regarding Order No. 2022-14. An order of the Mayor and City Council of the City of San Luis, Arizona, amending, appending and restating the City of San Luis City Use of City Vehicles Policy; repealing any conflicting policies; and providing for severability. **(Adela Cortez, Director of Human Resources)**
6. E. Discussion and possible action on any and all matters regarding Resolution No. 2243. A resolution of the Mayor and City Council of the City of San Luis, Arizona, adopting a code of conduct for elected and appointed officials; repealing conflicting provisions; and providing for severability. **(Kay Marion Macuil, City Attorney)**
6. F. Discussion and possible action on any and all matters regarding Ordinance No. 432. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending Section 2.05.400 of the City Code to change the start time of Regular Council Meetings to 6:00 p.m. **(Ralph Velez, Interim City Manager)**
- A. Action on Ordinance No. 432 to read by title only
(City Clerk to read Ordinance No. 432 by title only)
- B. Action on Ordinance No. 432
6. G. Discussion and possible action on any and all matters regarding Ordinance No. 433. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending City Code § 10.15.235, titled, Parking in Alleys; continuing the penalty for violations under City Code § 10.15.990; repealing any conflicting provisions and providing for severability. **(Miguel Alvarez, Police Lieutenant)**
- A. Action on Ordinance No. 433 to read by title only
(City Clerk to Read Ordinance No. 433 by title only)
- B. Action on Ordinance No. 433
7. **SUMMARY OF CURRENT EVENTS**
Events by Mayor, Council Members and/or City Manager pursuant to A.R.S. § 38-431.02 (K).
8. **ADJOURNMENT**



AGENDA ITEM REVIEW FORM

Special City Council Meeting

5. A.

Meeting Date: 12/28/2022

Summary

MINUTES OF

- Special Council meeting held November 22, 2022
- Work Session held November 30, 2022
- Special Council meeting held November 30, 2022
- Special Council meeting held December 7, 2022

Attachments

11/22/2022 SCM

11/30/2022 WS

11/30/2022 SCM

12/7/2022 SCM

MINUTES
Special Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
November 22, 2022
6:30 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Gerardo Sanchez called the Special City Council meeting to order at approximately 6:32 p.m., quorum at approximately 6:39 p.m.

PRESENT: Mayor Gerardo Sanchez
Council Member Jose Ponce
Council Member Matias Rosales
Council Member Gloria Torres (via Zoom at 6:39 p.m.)

ABSENT: Vice Mayor Mario Buchanan Jr.
Council Member Luis Cabrera
Council Member Africa Luna-Carrasco

OTHERS PRESENT: Ralph Velez, Interim City Manager
Kay Macuil, City Attorney
Sonia Cornelio, City Clerk
Adela Cortez, Director of Human Resources
Angel Ramirez, Fire Chief
Edgar Esparza, Billing & Collections Manager
Jenny Torres, Economic Development Manager (via Zoom)
Jorge Perez, Assistant Director of Public Works
Jose Luis Cisneros, Executive Assistant
Maria A. Roldan, Acting Director of Parks & Recreation
Melissa Lopez, Deputy City Clerk
Monica Castro, Director of Finance
Ralph Velez, City Consultant (via Zoom)
Richard Jessup, Chief of Police
Ruben Lopez, I.T. Technician
Yolanda Dueñas, Facilities Supervisor
Cesar Neyoy, Reporter
Christian Cuevas, Meeting Translator
Emma Torres, Campesinos Sin Fronteras
Lucy Lopez, Reporter
Rogelio Torres, Visitor

2. PLEDGE OF ALLEGIANCE

Council Member Matias Rosales led the Pledge of Allegiance.

3. INVOCATION

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

Mayor Gerardo Sanchez mentioned that the community was in shock due to death of four (4) band members known to the residents. He asked those present to keep their families in prayer.

4. PROCLAMATION

4. A. 28th Annual Dia del Campesino Health and Information Fair (Annual Farmworkers Day) - December 3, 2022

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

Ms. Emma Torres, Campesinos Sin Fronteras, thanked Mayor Gerardo Sanchez and the City Council for the continued support for this event.

Mayor Gerardo Sanchez thanked Campesinos Sin Fronteras for all they do for the community.

Following the 28th Annual Dia Del Campesino Health and Information Fair Proclamation, Council Member Jose Ponce presented a Certificate of Appreciation to Ms. Adela Espinoza, Principal at Harvest Preparatory Academy for inspiring and encouraging the children of San Luis, Arizona, to embrace their heritage and culture through the music and dance.

Mayor Gerardo Sanchez thanked and congratulated Ms. Espinoza and Harvest Preparatory Academy for making an impact on the youth.

Ms. Espinoza thanked Mayor Gerardo Sanchez, City Council and community adding that it is an honor to educate the community's children.

5. CONSENT AGENDA

5. A. MINUTES OF

- Regular Council meeting held November 9, 2022

5. B. Disbursements from November 2, 2022 to November 14, 2022

Total Disbursements \$2,055,182.41

(Two Million, Fifty-Five Thousand, One Hundred, Eighty-Two Dollars and Forty-One Cents)

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

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

6. A. Discussion and possible action on any and all matters regarding the purchase of a new Leach 2R-111 rear loader refuse body. (Jorge Perez, Assistant Director of Public Works)

Mr. Jorge Perez, Assistant Director Public Works, explained that the Department of Public Works and its Solid Waste division are seeking to purchase a new Labrie Leach 2R-111 rear loader refuse body to be installed on one (1) of our existing chassis. A rear loader truck will significantly improve both the safety and efficiency of uncontainerized solid waste loading and unloading operations, particularly mixed debris that is collected during the city's community cleanup efforts as well as for the special pickup services offered to the residents of San Luis.

The Solid Waste division was approved \$109,900.00 for the purchase of a used rear loader solid waste truck for the fiscal year 2022-2023. In researching, the Fleet Services division found the option of refurbishing our existing 2004 Mack truck refuse body by installing this new Leach 2R-111 body. This truck is currently in good mechanical shape, but unfortunately not being used due to its side loader body being damaged and obsolete.

The Public Works Department is asking for City Council's approval for this purchase in the amount of \$106,862.40. This rear loader body is being procured through a cooperative purchasing contract #091219-LEG with Labrie Enviroquip Group and through its authorized distributor in Arizona, Norwood Equipment. This purchase falls under the provisions of City Code 3.05.090 Cooperative Purchasing.

MOTION: Council Member Matias Rosales/Council Member Jose Ponce to approve the purchase of a Leach 2R-111 Rear Loader Refuse Body from Norwood Equipment in the amount of \$106,862.40. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. B. Discussion and possible action on any and all matters regarding authorization for employees' Cost of Living Adjustment (COLA) for FY 2022-2023. (Monica Castro, Director of Finance)

Ms. Monica Castro, Director of Finance, stated that at the beginning of the year, the city provided its employees with a salary adjustment, however, the targeted salary that the city is looking for is now reflective of the current labor market conditions and the unprecedented inflation that one is currently facing. To alleviate this issue, staff included in this year's budget a salary study. These type of studies take time to be implemented and prepared. In the meantime, the city is struggling with employee retention and hiring. Staff is asking for the City Council's authorization to provide a mid-year cost of living adjustment (COLA) to employees to bring them closer to the labor market and help with the employee retention and motivation. The COLA amount is \$750.00 for full time employees and \$375.00 for part-time employees. There is budget capacity due to vacancies that have not been filled yet.

MOTION: Council Member Matias Rosales/Council Member Jose Ponce to approve the COLA for the classified and contracted employees and budget transfer as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. C. Discussion and possible action on any and all matters regarding storm damage to the city's Fernando Padilla Community Center. (Yolanda Dueñas, Facilities Supervisor)

Ms. Yolanda Dueñas, Facilities Supervisor, commented that Facilities had a new roof installed at the Fernando Padilla Community Center. The roofers neglected to reconnect the roof ducts' downspouts when the job was done. On October 6, 2022, there was water built up on the roof and the water broke through causing water damage. She added that staff contacted Servpro of Yuma East/Foothills to inspect the building and provide us with a quote. After inspecting staff was informed that they would need to do water extraction, remediation and general demolition to the areas affected. The quote provided is an estimated amount of \$22,008.67, which can change once they remove the affected areas. There was the need to hire a roofer to reconnect the downspouts. The city will need to hire a contractor to repair all areas that will be removed to take care of the water damage. A property damage claim report was submitted by Ms. Maria Sabori, Risk Manager, to Southwest Risk. The claims adjuster/property appraiser came in today to inspect and evaluate the damage.

Mayor Gerardo Sanchez clarified that the repairs will cost more than \$22,000.00; Campesinos Sin Fronteras is occupying that building and the city needs to make sure the building is safe to hold people.

Ms. Kay Macuil, City Attorney, added that she informed the insurance of the negligence and they will pursue that angle.

Council Member Jose Ponce asked if the inspector that check the work after it is completed.

Mayor Gerardo Sanchez added that contractors are supposed to be guaranteeing their work.

Council Member Matias Rosales stated roofs have certain inspection criteria. Probably, the finished product is not an inspection part. Normally it is a tear down and when they do the plywood again, that is the inspectors. That is different process that requires an inspector, a house construction works differently.

MOTION: Council Member Matias Rosales/Council Member Jose Ponce to waive formal purchasing procedures for the water damage mitigation and approve budget transfer for their reasons presented by staff. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. D. Discussion and possible action on any and all matters regarding Resolution No. 2236. A Resolution of the Mayor and City Council of the City of San Luis, Arizona, approving an intergovernmental agreement with the Bureau of Reclamation ("B.O.R.") for San Luis to construct, install, own, use, operate, and maintain Cesar Chavez Boulevard in the City of San Luis under B.O.R. Contract No. 22-07-34-L2109. (Jenny Torres, Economic Development Manager and Eulogio Vera, Director of Public Works)

Ms. Jenny Torres, Economic Development Manager, explained that approximately two (2) years ago, staff submitted an application to the Bureau of Land Management and the Bureau of Reclamation (BOR) requesting 44 acres of right-of-way in order to widen Cesar Chavez Boulevard. Staff received the 25 year license with an option to renew at no cost to the city. This resolution authorizes the Mayor, City Manager or designee to be able to sign the license agreement. If this item is approved tonight, it will go to the Yuma County Water Users' as they also need to review and approve this; and finally it will be forwarded to BOR.

MOTION: Council Member Matias Rosales/Council Member Jose Ponce to approve and adopt Resolution No. 2236 and BOR Contract No. 22-07-34-L2109 as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. E. Discussion and possible action on any and all matters regarding Resolution No. 2237. A Resolution of the Mayor and City Council of the City of San Luis, Arizona, approving an intergovernmental agreement with the Bureau of Reclamation for San Luis to construct, install, own, use, operate, and maintain a downtown park and parking lot in the City of San Luis under B.O.R. Contract No. 18-07-34-L1923. (Jenny Torres, Economic Development Manager and Eulogio Vera, Director of Public Works)

Ms. Jenny Torres, Economic Development Manager, indicated that five (5) years ago the Mayor and City Council directed her to acquire approximately four (4) acres of land behind the Price Center Building. The 84,000 square feet facility, half of it is being leased Advanced Call Center (ACT) and under that lease the entire parking facility in front of that building is assigned to ACT. This resolution authorizes the Mayor, City Manager or designee to be able to sign the license agreement. If this item is approved tonight, it will go to the Yuma County Water Users' as they also need to review and approve this; and finally it will be forwarded to BOR.

MOTION: Council Member Jose Ponce/Council Member Matias Rosales to approve and adopt Resolution No. 2237 to execute BOR Contract No. 18-07-34-L1923 as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. F. Discussion and possible action on any and all matters regarding Resolution No. 2238. A Resolution of the Mayor and City Council of the City of San Luis, Arizona, approving an intergovernmental agreement with the Bureau of Reclamation for San Luis to construct, install, own, use, operate, and maintain a downtown park and parking lot in the City of San Luis under B.O.R. Contract No. 21-07-34-L2075. (Jenny Torres, Economic Development Manager and Eulogio Vera, Director of Public Works)

Ms. Jenny Torres, Economic Development Manager, stated that under the Mayor and City Council's direction, part of the overall plan was to try to acquire several federal properties around the city where the city could invest in funding and revitalize some of the areas which consists of a downtown park and parking lot totaling approximately 11 acres of land.

Ms. Torres indicated that a conceptual design was done and included parking and park area. Staff has contracted with an engineer to the design of the project and the license has been granted by BOR and will follow the same process as explained in the previous two (2) items.

MOTION: Council Member Matias Rosales/Council Member Jose Ponce to adopt and approve Resolution No. 2238 and ratify the execution of BOR Contract No. 21-07-34-L2075, as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. G. Discussion and possible action on any and all matters regarding Resolution No. 2239. A Resolution of the Mayor and City Council of the City of San Luis, Arizona, approving an intergovernmental agreement among the State of Arizona, the County of Yuma, and the City of San Luis regarding responsibilities for the 2022 Arizona Legislature appropriations under Senate Bill 1490 for Cesar Chavez Boulevard roadway improvements. (Jenny Torres, Economic Development Manager and Eulogio Vera, Director of Public Works)

Ms. Jenny Torres, Economic Development Manager, explained that Senate Bill 1490 allocated \$33 million for the widening of Cesar Chavez Boulevard. The bill directs the funding to Yuma County instead of the City of San Luis, but that was a small error. During staff's presentation to the State Legislature, the city was to advance the project to make some changes. However, in meetings with the county, they have agree that the Arizona Department of Transportation (ADOT) will administer the funds. This intergovernmental agreement (IGA) indicated that both the City of San Luis and Yuma County desire that ADOT to keep the allocation of funding and administer the funds. There will be a different IGA that will be presented in the future to the City Council between the City of San Luis and ADOT will include more details on how ADOT will be administering the funds and the administrative fees they will charge the city. She concluded by adding the Yuma County will be presenting this IGA to the Board of Supervisors on December 5, 2022.

MOTION: Council Member Matias Rosales/Council Member Jose Ponce to approve and adopt Resolution No. 2239 as presented. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

6. H. Discussion and possible action on any and all matters regarding Resolution No. 2240. A resolution of the Mayor and City Council of the City of San Luis, Arizona, approving an agreement between the city and owners of parcels in the area of County 24th Street and Avenue E to deed land for public infrastructure, superseding conflicting provisions; and providing for severability. (Kay Marion Macuil, City Attorney)

Ms. Kay Macuil, City Attorney, announced that Mr. Doug Nicholls, representative of the owners of the property said in an email that his client requests that the development agreement on tonight's City Council agenda be delayed for a possible future discussion and consideration.

Mayor Gerardo Sanchez commented that when an item is continued it needs to be specific as to a date.

Ms. Macuil replied that it is important when it is a public hearing but on this type of item the owner is asking to be delayed but it does not give a certain date, therefore the city will take this item off the agenda for tonight.

7. SUMMARY OF CURRENT EVENTS

Council Member Jose Ponce reported he attended the San Luis Film Festival and the employees Thanksgiving Luncheon.

Council Member Matias Rosales reported he, Ms. Jenny Torres, Economic Development Manager and Mr. Ralph Velez, Interim City Manager, attended the Arizona Department of Transportation Master Border Regional Plan on Thursday, November 17, 2022 in Phoenix. It is a New Master Plan that they are working for all the regional border communities to continue working as one for the state. This master plan is going to help cities prepare and be on the same page with the other communities to make sure that no one's needs are missed or skipped.

Mayor Gerardo Sanchez commented that the city has been working so hard in trying to get recognition, specifically about border communities, Texas has been used as an example because when they go to Washington, D.C., it is approximately 20-40 representatives that represent Texas. Arizona has more representation as Yuma, Douglas, Nogales and San Luis are present and make an impact.

8. CALL TO THE PUBLIC

Mr. Eliseo Zamora, resident, asked that the health informational services continue to be provided to them from Campesinos Sin Fronteras. The information provided helps them be aware about diabetes and how to take care of themselves as well as chronic illnesses. For the past three (3) weeks, these services have been stopped due to the remodeling of the building and do not know what will happen. Mr. Zamora added that this location is great for them and asked City Council to consider his petition.

Mayor Gerardo Sanchez responded that the city's priority is for the building to be safe for the use of the community. The services provided to the community by Campesinos Sin Fronteras are important, but if the building is not safe to hold people, it cannot be used, until it is safe.

Council Member Jose Ponce responded that he is a member of the support group and they have heard that Campesinos Sin Fronteras will no longer be allowed to use the facility, that the agreement will not be renewed, but Campesinos Sin Fronteras does provide good services to the community.

Mayor Gerardo Sanchez clarified that the city has not talked about getting them out or for them not to use the building. The building is being repaired after the water damage, but the city will continue to work with Campesinos Sin Fronteras and the different organizations.

12. ADJOURNMENT

MOTION: Vice Mayor Matias Rosales/Council Member Jose Ponce to adjourn the Special Council meeting at approximately 7:32 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye

APPROVED:

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special City Council meeting of the City Council of the City of San Luis, Arizona, held on November 22, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk

MINUTES
Work Session
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
November 30, 2022
6:30 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Nieves Riedel called the Work Session to order at approximately 6:31 p.m.

PRESENT: Mayor Nieves Riedel
Council Member Luis E. Cabrera
Council Member Maria Cecilia Cruz
Council Member Tadeo Azael De La Hoya
Council Member Matias Rosales (via Zoom)
Council Member Gloria Torres
Council Member Javier Vargas

OTHERS PRESENT: Ralph Velez, Interim City Manager
Kay Marion Macuil, City Attorney
Sonia Cornelio, City Clerk
Adela Cortez, Director of Human Resources
Aracely De La Hoya, Senior Services Manager
Edgar Esparza, Billing & Collections Manager
Eulogio Vera, Director of Public Works
Glenn Gimbut, Assistant City Attorney
Gilberto Torres, Wastewater Supervisor
Jenny Torres, Economic Development Manager
Jorge Perez, Assistant Director of Public Works
Jose A. Guzman, Director of Planning & Zoning
Jose L. Cisneros, Acting Assistant Director of Parks & Recreation
Jossue Cerda, IT Help Desk Technician
Maria Sabori, Risk Manager
Melissa Lopez, Deputy City Clerk
Miguel Ramirez, Finance Accounting Manager
Richard Bauermann, Fire Inspector
Ruben Lopez, IT Technician
Cesar Neyoy, Bajo El Sol
Juan Carlos Cornelio, Resident
Lucy Lopez, San Luis AZ News
Maria Luz Hoyos, Resident
Olivia Jenkins, Resident

2. ITEMS FOR DISCUSSION ONLY:

2. A. Presentation followed by discussion and possible directions to staff on any and all matters regarding the West Wastewater Treatment Plant Expansion Project. (Eulogio Vera, Director of Public Works, and Mike Krebs, Vice President of PACE Advanced Water Engineering)

Mr. Eulogio Vera, Director of Public Works, informed that approximately a year ago, staff started an analysis of the Wastewater Treatment Plant with the goal of expanding it. He mentioned that the expansion is needed to keep up with the growth and alleviate the current diversion to the East Plant. He introduced Mr. Mike Krebs, Vice President of PACE Advanced Water Engineering and Mr. Duong Do and Mr. Taylor Pierce, Engineers from PACE, which all made a PowerPoint Presentation that included the following, City of San Luis WWTP Process Evaluation, Current Wastewater Generation, Juan Sanchez Luis Lift Station, Population Growth, West WWTP Service Area Growth, West WWTP Existing SBR Process, Capacity Evaluation – West WWTP, Capacity Deficiency-Influent Screens, Component Evaluation/Condition Assessment, Recommended Improvements, Recommendations – West WWTP Expansion, WWTP Expansion Options, MLE Expansion Option, MLE Expansion Phasing, SBR Expansion Option, MLE Expansion Phasing, SBR Expansion Option, MBR Expansion Option, WWTP Expansion Cost Evaluation, WWTP Expansion LCC, and Recommendation. A copy of the presentation is included in the complete agenda packet filed in the City Clerk's Office.

A discussion was held and comments were addressed by members of the City Council, Eulogio Vera, Mike Krebs, Vice President of PACE Advanced Water Engineering, Duong Do and Taylor Pierce, Engineers from PACE.

2. B. Discussion and possible directions to staff on any and all matters regarding the Parks, Paths & Trails Master Plan. (Jose A. Guzman, Director of Planning and Zoning)

Mr. Jose A. Guzman, Director of Planning & Zoning, informed that staff is working on the final stages of the Parks, Paths & Trails Master Plan; this plan needs to be taken to the Planning & Zoning Commission for recommendation to the Mayor and City Council. He added that community meetings were held to obtain input from the community. Mr. Guzman made a PowerPoint presentation which is included in the complete agenda packet filed in the City Clerk's Office.

Council Member Maria Cecilia Cruz stated that she would like to see the Master Plan move forward, as it is very important to the residents.

Vice-Mayor Luis E. Cabrera commented that there are currently bike lanes already in place that lead nowhere; he asked if those will be addressed during the process.

Mr. Guzman replied that the current bike lanes would be addressed in the plan.

Mayor Nieves Riedel commented that the city needs better parks, amenities and residents keep asking for more, but everything costs.

She mentioned that the city should consider just like Yuma County, City of Yuma, and other cities, when a developer proposes a new subdivision, they require a number of acres in lieu of impact fees that can be used for a neighborhood park, this way the city will no longer use retention basins as parks in the community. Mayor Nieves Riedel suggested having exercise equipment installed in the city parks, as this motivates residents to go out and exercise. She also suggested designating or creating parks for pets.

Vice-Mayor Luis E. Cabrera informed that some parks already have exercise equipment, and people do take advantage of that equipment.

2. C. Discussion and possible directions to staff on any and all matters regarding a Tree Match Campaign for Earth Day 2023 in the City of San Luis. (Council Member Luis E. Cabrera)

Council Member Luis E. Cabrera commented that he would like to bring a tree match campaign to the city. He informed that community leaders met with residents and one of the things addressed was that they would like to see more trees in the community. He commented that in the past, Mr. Jesse Lopez from PPEP donated trees to be planted on Earth Day. He explained how this campaign would work, for example if 100 trees are donated, then the city will match those 100 trees. Council Member Luis E. Cabrera commented that he spoke with Ms. Maria Roldan, Acting Director of Parks and Recreation, to see if the Parks Division would be able to help during the campaign and she was more than willing to help as they have always done. He stated that the estimated cost would be \$6,000.00. He mentioned that City Council should consider this project and find the funds to get this campaign going and start promoting it in early January so that the community is aware and staff prepares with all the logistics for this project.

Council Member Maria Cecilia Cruz thanked Council Member Luis E. Cabrera for bringing this topic for discussion. She added that she had discussed this topic in the past. She commented that she would also like to proceed with this campaign not only at the parks but also along Cesar Chavez Boulevard and in other city areas.

Council Member Gloria Torres stated that this is a great project and proposed the City Council to donate some trees.

Mayor Nieves Riedel thanked Council Member Luis E. Cabrera for this great project; this will make the city look appealing to visitors. She hopes that the City Council would give full support to this project.

2. D. Discussion and possible directions to staff on any and all matters regarding joining Yuma County and Somerton for Avenue E Corridor and connecting Los Alamos Subdivision. (Council Member Luis E. Cabrera and Eulogio Vera, Director of Public Works)

Council Member Luis E. Cabrera commented that he would like to see the City of San Luis join Yuma County and the City of Somerton on the Avenue E corridor. This will help connect Los Alamos Subdivision, alleviate traffic and provide an entrance and exit to San Luis.

Mr. Eulogio Vera, Director of Public Works, informed that Yuma County has been pushing forward this project and they have been in constant communication with the City of San Luis and Somerton. This project will greatly benefit the City of Somerton by connecting the community to what they will be considering as their industrial area. He stated that the City of San Luis had that project included in the Yuma Metropolitan Organization (YMPO) list of projects, but it was removed because the county was pushing for that project.

Mayor Nieves Riedel commented that Yuma County and the City of Somerton had asked the City of San Luis to support and participate in this project. She expressed the desire to join this project and mentioned that the City Administrator should lead this committee.

Mr. Vera informed that since this project was removed from the project list, staff added another project to connect the Mesa to the Valley along Avenue G.

Council Member Matias Rosales commented that this project has been on the YMPO's list for the past five (5) years. He added that this project is in the final stages of the design project, and the city has been in full support of it.

2. E. Discussion and possible directions to staff on any and all matters regarding a Code of Ethics for Elected Officials. (Council Member Luis E. Cabrera and Kay Macuil, City Attorney)

Council Member Luis E. Cabrera stated that the City of San Luis currently does not have a Code of Ethics for Elected Officials. He mentioned that during the past two (2) years he has seen how other Council Members have been disrespected or intimidated with comments adding that with a new City Council, one should start on the right foot and work together to support the community as well as showing respect within themselves and the residents. He indicated that the Town of Tolleson, Arizona, has a good Code of Conduct for Council Members and that the City of Somerton established one recently as well.

Council Member Tadeo Azael De La Hoya commented and encouraged that if there is anyone with a complaint to properly file it with Administration, that way it can be followed up as best practice.

Mayor Nieves Riedel thanked Council Members Luis E. Cabrera and Tadeo Azael De La Hoya and included that this is a topic that needs to be talked about and the City Council needs to act like adults and respect city employees. The families of Council Members and city employees are sacred.

3. ADJOURNMENT

MOTION: Council Member Tadeo Azael De La Hoya/Council Member Luis E. Cabrera to adjourn the Work Session at approximately 7:40 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel
Council Member Luis E. Cabrera
Council Member Maria Cecilia Cruz
Council Member Tadeo Azael De La Hoya
Council Member Matias Rosales
Council Member Gloria Torres
Council Member Javier Vargas

APPROVED:

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

Certification

I hereby certify that the foregoing minutes are a true and correct copy of the Work Session minutes for the City Council of the City of San Luis, Arizona, held on November 30, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk

MINUTES
Special Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
November 30, 2022
7:30 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Nieves Riedel called the Special City Council meeting to order at approximately 7:44 p.m.

PRESENT: Mayor Nieves Riedel
Vice Mayor Luis E. Cabrera
Council Member Maria Cecilia Cruz
Council Member Tadeo Azael De La Hoya
Council Member Matias Rosales – via Zoom
Council Member Gloria Torres
Council Member Javier Vargas

OTHERS PRESENT: Ralph Velez, Interim City Manager
Kay Macuil, City Attorney
Sonia Cornelio, City Clerk
Adela Cortez, Director of Human Resources
Edgar Esparza, Director Billing & Collections
Eulogio Vera, Director of Public Works
Jenny Torres, Economic Development Manager
Jorge Perez, Assistant Director of Public Works
Jose Guzman, Director of Planning & Zoning
Jose Luis Cisneros, Acting Assistant Director of Parks & Recreation
Jossue Cerda, I.T. Help Desk Technician
Marco Santana, Police Lieutenant
Maria Sabori, Risk Management
Melissa Lopez, Deputy City Clerk
Miguel Ramirez, Finance Accounting Manager
Monica Castro, Director of Finance
Richard Bauermann, Fire Inspector
Ruben Lopez, I.T. Technician
Cesar Neyoy, Reporter
Christian Cuevas, Simultaneous Translator
Jose Ponce, Resident
Lucy Lopez, Reporter
Maria Luz Hoyos, Resident

2. PLEDGE OF ALLEGIANCE

Council Member Tadeo Azael De La Hoya led the Pledge of Allegiance.

3. DISCUSSION AND POSSIBLE ACTION ITEMS:

3. A. Discussion and possible action on any and all matters regarding the appointment of a Vice Mayor. (City Council)

Mayor Nieves Riedel stated that there is an opening for the position of Vice Mayor and asked the City Council if they wanted to nominate a member of the City Council.

MOTION: Council Member Gloria Torres/Council Member Javier Vargas to nominate Council Member Luis E. Cabrera as the Vice Mayor. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

3. B. Discussion and possible action on any and all matters regarding the removal and appointment of a Trustee for the Employee Benefit Trust. (Kay Marion Macuil, City Attorney and Ralph Velez, Interim City Manager)

Ms. Kay Macuil, City Attorney, explained that former Mayor Gerardo Sanchez is the chairman of the Employee Benefit Trust adding that his term expires March 14, 2025. It is not a requirement of the Declaration of Trust that a Council Member be on the Trust, therefore, it is possible for him to continue. However, the Declaration of Trust also allows the City Council to remove members and trustees from the Trust. This item is to consider whether to remove Mr. Sanchez from the Trust or chose someone else. The person who would be eligible for that seat would be either a Council Member or anyone else who would be appropriate fiduciary. The Declaration of Trust requires no more than one (1) employee and there is already one (1) employee on that trust.

A. Action by City Council as to whether to remove a Trustee of the Employee Benefit Trust.

MOTION: Mayor Nieves Riedel/Council Member Tadeo Azael De La Hoya to remove Gerardo Sanchez as Trustee from the Employee Benefit Trust. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

B. Action by the Mayor only, to nominate and recommend a Trustee to the Employee Benefit Trust.

Mayor Nieves Riedel to nominate and recommend Council Member Tadeo Azael De La Hoya as Trustee to the Employee Benefit Trust.

C. Action by City Council on the nomination and recommendations of the Mayor.

MOTION: Council Member Maria Cecilia Cruz/Council Member Luis E. Cabrera to designate Council Member Tadeo Azael De La Hoya as Trustee to the Employee Benefit Trust. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

Vice Mayor Luis E. Cabrera asked who is the employee serving in the Trust.

Ms. Macuil responded that it is Ms. Maria Sabori from Risk Management and her term expires March 14, 2025.

4. EXECUTIVE SESSION

Vote to hold Executive Session pursuant to A.R.S. § 38-431.03(A) subsections (1), (3), and (4)

Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A)(1), (3), and (4) on any and all matters relating to the position the City Manager as delineated in the above-listed statutes and discussion and legal advice with the attorney or attorneys of the city regarding same. (Kay Marion Macuil, City Attorney)

MOTION: Council Member Tadeo Azael De La Hoya/Vice Mayor Luis E. Cabrera to go into Executive Session at approximately 7:50 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

5. MOTION TO GO BACK INTO SPECIAL SESSION

MOTION: Mayor Nieves Riedel/Council Member Tadeo Azael De La Hoya to go back into Special Session at approximately 8:16 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

6. DISCUSSION AND POSSIBLE ACTION ITEM:

6. A. Discussion and possible action on any and all matters regarding the position of Interim City Manager with possible instructions to the City Attorney regarding a possible contract or extending the current Interim City Manager's contract. (Kay Marion Macuil, City Attorney)

MOTION: Council Member Tadeo Azael De La Hoya/Council Member Maria Cecilia Cruz to extend Mr. Ralph Velez's contract as Interim City Manager for six (6) months and direct staff to continue the recruitment process for a permanent City Manager. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

7. ADJOURNMENT

MOTION: Vice Mayor Luis Cabrera/Council Member Tadeo Azael De La Hoya to adjourn the Special Council meeting at approximately 8:18 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

APPROVED:

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special City Council meeting of the City Council of the City of San Luis, Arizona, held on November 30, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk

MINUTES
Special Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
December 7, 2022
6:30 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Nieves Riedel called the Special City Council meeting to order at approximately 6:27 p.m.

PRESENT: Mayor Nieves Riedel
Vice Mayor Luis E. Cabrera
Council Member Maria Cecilia Cruz
Council Member Tadeo Azael De La Hoya
Council Member Matias Rosales
Council Member Gloria Torres
Council Member Javier Vargas

OTHERS PRESENT: Ralph Velez, Interim City Manager
Kay Macuil, City Attorney
Sonia Cornelio, City Clerk
Angelica Cifuentes, Purchasing Coordinator
Derek Dueñas, Information Technology Manager
Edgar Esparza, Director Billing & Collections
Enrique Lopez, Assistant Fire Chief
Eulogio Vera, Director of Public Works
Fernando Corona, Network & IT Security Administrator
Jonathan Dumadag, Systems Administrator
Jorge Perez, Assistant Director of Public Works
Jose Guzman, Director of Planning & Zoning
Jose Luis Cisneros, Acting Assistant Director of Parks & Recreation
Jossue Cerda, I.T. Help Desk Technician
Karla Lastra, Human Resources Technician
Margarita Dominguez, Administrative Coordinator
Maria Sabori, Risk Management
Melissa Lopez, Deputy City Clerk
Monica Castro, Director of Finance
Nohemy Echavarria, Magistrate
Richard Jessup, Chief of Police
Roula Encinas, Finance Operations Manager
Ruben Lopez, I.T. Technician
Ana Lomeli, Resident
Buna George, Greater Yuma Port Authority
Christian Cuevas, Simultaneous Translator
Maria Gonzalez, Resident

Javier Nuño, Resident
Jose Ponce, Resident
Juan Manuel Guerrero, Justice of the Peace 2 Judge
Lucy Lopez, Reporter
Olivia Jenkins, Resident
Raul Lomeli, Resident

2. PLEDGE OF ALLEGIANCE

Council Member Tadeo Azael De La Hoya led the Pledge of Allegiance.

3. CALL TO THE PUBLIC

There were no comments from the public.

4. CONSENT AGENDA

4. A. MINUTES OF

- Special Council meeting held November 28, 2022

4. B. Disbursements from November 15, 2022 to November 30, 2022

Total Disbursements \$1,306,711.19

(One Million, Three Hundred - Six Thousand, Seven Hundred - Eleven Dollars and Nineteen Cents)

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

5. A. Discussion and possible action on any and all matters regarding Order No. 2022-13. An Order of the Mayor and City Council of the City of San Luis, Arizona, commencing a five (5) day workweek for employees on a four (4)-day workweek; establishing an effective date; repealing any conflicting provisions; and providing for severability. (Ralph Velez, Interim City Manager)

Mr. Ralph Velez, Interim City Manager, explained that he provided Mayor Nieves Riedel and City Council with copies of minutes and a report where this item was previously discussed at a Work Session on December 3, 2019. He added that Vice Mayor Luis E. Cabrera sent him an email regarding the 5/8 and 4/10's schedules. The first question relates to the number of employees there are. Ms. Adela Cortez, Director of Human Resources, provided him with a response of 43 employees from the Fire Department have their own schedule; 41 Peace Officers, three (3) – 9 hour employees at the Police Station; 95 – 5/8s employees; 88 – 4/10s employees; three (3) and Prosecutor's Office that work 4/9s and on Fridays work half a day; there is one (1) in Facilities that works three (3) days, 10 hour shifts and then 2 – 5/8s shift. The bulk of the 10 hour employees are at City Hall for the most part. He asked Mr. Jose Guzman, Director of Planning & Zoning and Mr. Edgar Esparza, Billings & Collections Manager, to explain their daily traffic and how they manage their front counter.

Mr. Edgar Esparza, Billings & Collections Manager, explained that they have an average of 380-400 customers served between 7:00 AM to 8 AM and from 5:00 PM – 6 PM. He also mentioned to take in consideration the shut-off days, therefore, if the schedule is changed to 5/8s, staff will have the same schedule most residents have and will prevent customers from having their services reconnected the same day. A customer will not be able to pay in person after 5:00 PM as the office will be closed. A payment can be completed using the kiosk, located outside City Hall, but the services will not be connected until the following day. Another thing to consider is that on the date the bill is due, many customers call in to make their payment over the phone before they go to work or after they get off from work to avoid a late penalty fee. In regard to increases in utilities, it will approximately \$250.00 to \$300.00 a month.

Mayor Nieves Riedel stated that she has listened to some concerns from members of the City Council and the public. The city is a public servant and the people are requesting that the offices be open Monday through Friday. She added that Mr. Velez was directed to come with a formula for City Hall to be open from 8:00 AM to 5:00 PM, Monday to Friday. Mr. Velez will meet with all Department Directors and come with a schedule.

Council Member Gloria Torres agreed that the city should be open Monday through Friday. Employees can probably have staggered schedules and have staff work out a schedule that will cover Monday through Friday.

Vice Mayor Luis E. Cabrera indicated that he asked Mr. Velez for information and agrees that City Hall needs to be open Monday through Friday. He knows that the 4/10s schedule is a benefit for employees and at the budget retreat last year, he mentioned the option of having staggered schedules and have some employees work Monday through Thursday and other employees work Tuesday to Friday from 7:00 AM to 6:00 PM and continue employees to have their 4/10s schedule.

Council Member Tadeo Azael De La Hoya mentioned that this item was discussed in 2019 and for the records he indicated that he stands 100% behind them; agrees and understands that Elected Officials and staff are public servants. Employees do a good job and the City Council should support them and have the mentality that happy employees and less stressed employees are more productive. It also helps with the recruitment and retention as an incentive; it also increases productivity. He agrees to allow Department Heads to decide on their own schedules for the 4/10s operating a five (5) day work week. Additionally, he added that if there is a discipline issue with an employee abusing such schedule, it should be addressed particularly with that employee and not punishing all employees just for one (1) employee. He does not agree with the school districts not paying their employees because they call in sick before or after a holiday. Having that extra hour in the morning or in the evening away from distractions such as employee traffic throughout the day, also helps employees to work on projects or finish-up other things. He would take it as a punishment and would rather keep it as incentive.

Council Member Javier Vargas asked in the case that the working schedule changes to five (5) days a week, if there are any departments that need to open earlier than 8:00 AM.

Mr. Jose Guzman, Director of Planning & Zoning, stated that his department does assist a lot of customers from 7:00 AM to 8:00 AM, mostly contractors, people doing construction or people that have questions regarding inspections. He added that whatever decision the Mayor and City Council make, staff can accommodate, but asked to take into consideration the construction industry schedule.

Council Member Matias Rosales commented that a big misconception with the community is that when they hear the city is on a 4/10 schedule, they believe it is the entire city and not just City Hall. He believes that the services are needed from 7:00 AM to 8:00 AM and 5:00 PM to 6:00 PM because of the population work out of the area and the demand is there. If the issue is to have the services available on Fridays, he agrees that there is a way to stagger and keep the 4/10s as this is an incentive to employees. This has been discussed in the past because the City of San Luis was one (1) of the city's that was behind on the payscale several years ago. The city has been trying to catch-up and is still not there. He agrees with Council Member Tadeo Azael De La Hoya that it does not make sense to punish all the employees if someone is abusing it. This is an item that needs more information and could be possibly discussed at a work session and come with a resolution.

Mayor Nieves Riedel clarified that this is not being done to punish anyone, however it needs to be done because they have an obligation with the community.

Council Member Maria Cecilia Cruz commented that this item needs research and added that probably Mr. Velez can bring back this item to the Mayor and City Council and make a decision.

Council Member Javier Vargas asked when there is a holiday, how many hours does the employee get paid.

Mr. Guzman responded employees get paid ten (10) hours.

Mr. Velez clarified that employees on the 4/10s get paid ten (10) hours, employees on the 5/8s schedule get paid eight (8) hours.

Council Member Matias Rosales commented that if the resolution presented tonight passes, it changes the schedule to 5/8s and if the City Council is looking into having staggered schedules then the question is should the motion be to continue this item until additional information is obtained.

Mr. Velez answered that he informed Mayor Nieves Riedel that staff can make this work; there are three (3) key counters; keep the staff that services them, get direction from the Mayor and City Council and staff will make it work. Then all the departments that have their schedule, like the Police Department, Fire Department and Parks & Recreation, can provide their entire schedule to be reviewed. The goal is to be open five (5) days a week.

MOTION: Council Member Matias Rosales/Council Member Maria Cecilia Cruz to continue this item until there is more information from Administration in regards how staff can make this work in a stagger schedule. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

5. B. Discussion and possible action on any and all matters regarding Resolution No. 2242. A resolution of the Mayor and City Council of the City of San Luis, Arizona amending section HR-4-03(A) of the City of San Luis Personnel Policies relating to holidays; repealing conflicting provisions, and providing for severability. (Ralph Velez, Interim City Manager)

Mayor Nieves Riedel suggested continuing this item to a later time as additional information will be needed.

MOTION: Council Member Tadeo Azael De La Hoya/Council Member Matias Rosales to continue this item to a scheduled Council meeting in early January 2023. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

5. C. Discussion and possible action on any and all matters regarding Ordinance No. 432. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending Section 2.05.400 of the City Code to change the start time of regular Council Meetings to 6:00 p.m. (Ralph Velez, Interim City Manager)

Mr. Ralph Velez, Interim City Manager, asked that this item also be continued as the first item affects the second item and the second item affects this item.

MOTION: Council Member Tadeo Azael De La Hoya/Council Member Matias Rosales to continue this item. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

6. SUMMARY OF CURRENT EVENTS

Vice Mayor Luis E. Cabrera reported that he and Council Member Maria Cecilia Cruz attended the Dia Del Campesino event on December 3, 2022. He added that it was great to interact with the community. He also commented he attended a workshop at the Recreation Center that was offered to the community.

Council Member Maria Cecilia Cruz reported that she and other Elected Officials attended the Christmas Tree Lighting. She liked seeing the parents and children enjoy this event. She added that parking is an issue as in previous years.

7. EXECUTIVE SESSIONS

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

7. A. Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03 (A), subsections (1), (3), and (4) on any and all matters relating to the position of Chief of Police and the employment, assignment, appointment, promotion, demotion, dismissal, salary, disciplining, or resignation of the position of Chief of Police, including discussion of a possible confirmation of the City Manager's appointment of the Chief of Police and/or discussion of approval of terms and/or conditions of said appointment pursuant to San Luis City Code § 2.20.020, and consultation with the attorney or attorneys of the City regarding the same. (Ralph Velez, Interim City Manager and Kay Marion Macuil, City Attorney)

7. B. Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A), subsections (1), (3), and (4) on any and all matters relating to the City Council-Appointed position of Magistrate under San Luis City Code § 2.15.220 and the employment, assignment, appointment, promotion, demotion, dismissal, salary, disciplining, or resignation of the position of the Magistrate, and consultation with the attorney or attorneys of the city regarding the same. (Ralph Velez, Interim City Manager and Kay Marion Macuil, City Attorney)

7. C. Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A), subsections (1), (3), and (4) on any and all matters relating to the position of Fire Chief and the employment, assignment, appointment, promotion, demotion, dismissal, salary, disciplining, or resignation of the position of Fire Chief, including discussion of a possible confirmation of the City Manager's appointment of the Fire Chief and/or discussion of approval of terms and/or conditions of said appointment pursuant to San Luis City Code § 2.25.040, and consultation with the attorney or attorneys of the city regarding the same. (Ralph Velez, Interim City Manager and Kay Marion Macuil, City Attorney)

MOTION: Council Member Tadeo Azael De La Hoya/Vice Mayor Luis E. Cabrera to go into Executive Session at approximately 6:56 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

8. MOTION TO GO BACK INTO SPECIAL SESSION

MOTION: Council Member Tadeo Azael De La Hoya/Vice Mayor Luis E. Cabrera to back into Special Session at approximately 8:54 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

9. ADJOURNMENT

MOTION: Council Member Tadeo Azael De La Hoya/Vice Mayor Luis E. Cabrera to adjourn the Special Council meeting at approximately 8:18 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Vice Mayor Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye
Council Member Javier Vargas	Aye

APPROVED:

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Special City Council meeting of the City Council of the City of San Luis, Arizona, held on December 7, 2022. I further certify that the meeting was duly called and held and that a quorum was present.

Sonia Cornelio, City Clerk



AGENDA ITEM REVIEW FORM

Special City Council Meeting

5. B.

Meeting Date: 12/28/2022

Summary

Disbursements from December 1, 2022 to December 19, 2022

Total Disbursements \$1,301,190.53

(One Million, Three Hundred-One Thousand, One Hundred Ninety Dollars and Fifty-Three Cents)

Attachments

Disbursements



City of San Luis

Finance Department

COUNCIL MEETING DECEMBER 28, 2022
Disbursement Report from 12/01/2022 TO 12/19/2022

<u>Bank Accounts</u>	<u>Check Date</u>	<u>Amount</u>	<u>Schedule</u>
Payroll Check Account	12/07/2022	\$ 4,844.22	Schedule A
Payroll Check Account	12/07/2022	\$ 392,031.24	Schedule B
Accounts Payable Check Account	12/08/2022	\$ 259,240.21	Schedule C
Accounts Payable Check Account	12/15/2022	\$ 645,074.86	Schedule D

Total Disbursements: \$ 1,301,190.53

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

Prepared by Karla Plascencia:

Verified by Director of Finance:

For Council approval on:

Mayor:

Council:

RECEIVED

2022 DEC 19 A 11:19

CITY OF SAN LUIS
OFFICE OF THE CITY CLERK



Pay Day Register

Pay Date Range 12/01/22 - 12/31/22

Pay Batch 202212M

Pay Batch 202212M Total

Employees in Pay Batch 7

Female Employees in Pay Batch 3

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
102 - SALARY	.0000	7,550.00	Gross	7,700.00	ASRS Council	264.66 2,200.00
806 - TELEPHONE STIPEND	.0000	150.00	Imputed Income		ASRS LTD Council	3.08 2,200.00
Total	0.0000	\$7,700.00	FEDERAL TAX WITHHOLDING	216.14 6,029.60	ASRS/EORP - LEGACY RATE	1,284.58 2,200.00
			SOCIAL SECURITY TAX	477.40 7,700.00	Dental Council	254.03 .00
			MEDICARE	111.66 7,700.00	EODCRS - COUNCIL	159.00 2,650.00
			STATE WITHHOLDING	155.99 6,029.60	EODCRS - DISABILITY	4.38 2,650.00
			ASRS Council	264.66 2,200.00	EODCRS/EORP LEGACY RATE	1,707.13 2,650.00
			ASRS LTD Council	3.08 2,200.00	Health Council	5,479.26 .00
			Council Retirement EORP	351.00 2,700.00	Retirement Council EORP	1,901.34 2,700.00
			Dental Council	92.28 .00	Vision Council	79.03 .00
			EODCRS - COUNCIL	212.00 2,650.00	Total	\$11,136.49
			EODCRS - DISABILITY	4.38 2,650.00		
			GARNISHMENT	221.11 .00	Workers' Comp	Gross Base
			Medical Council	720.14 .00	MUNICIPAL/ TOWN/	134.77 7,700.00
			Vision Council	25.94 .00	Total	\$134.77
			Net	\$4,844.22		

Monica Castro
Digitally signed by Monica Castro
DN: cn = Monica Castro email =
mcastro@sanjose.gov C = AD
Date: 2022.12.07 13:43:07 -0700

Direct Deposits	Amount
1st Bank Yuma	734.11
Chase Bank	1,385.23
Navy Federal	644.92
REALTORS FED CRED UNION	22.55
Wells Fargo	698.28
Total	\$3,485.09
Check	\$1,359.13

Schedule A



Pay Day Register

Pay Date Range 11/19/22 - 12/02/22

Pay Batch 202225

Monica
Castro

Digitally signed by: Monica
Castro
DN: cn = Monica Castro
email = mcastro@santitasz.
gov, c = AD
Date: 2022.12.07 11:11:56 -
0700

PSPRS FIRE DB RATE - TIER 3	3,042.70	30,610.61	CLERICAL OFFICE/ LIBRARY/	310.44	129,341.88
PSPRS FIRE DC RATE - TIER 3	194.33	2,159.22	Electrician	66.57	2,120.00
PSPRS FIRE DISABILITY RATE	35.84	2,159.22	FIREFIGHTERS & DRIVERS	4,842.83	101,954.43
PSPRS POLICE DB RATE - TIER	3,612.82	47,226.24	GARBAGE/ ASH/ REFUSE	405.25	6,484.00
PSPRS POLICE DB RATE - TIER	1,691.13	22,106.27	Homemaker Service	20.11	878.22
PSPRS POLICE DB RATE - TIER 2	730.87	9,553.98	MUNICIPAL/ TOWN/	345.77	19,757.84
PSPRS POLICE DB RATE - TIER 3	3,913.14	39,367.59	PARKS- NOC ALL EMPLOYEES	735.52	23,726.55
STANDARD LIFE ADDTNL	1,073.23	.00	POLICE OFFICERS	5,845.72	123,067.42
TRANSWESTERN MEXICAN	97.00	.00	RECREATION- ALL EMPLOYEES/	275.83	20,133.82
U.S. MEX DENTAL - EE &	595.37	.00	SEWAGE DISPOSAL/ PLANT	762.27	22,159.07
U.S. MEX DENTAL - EE &	164.24	.00	Street or Road Construction	2,406.89	27,258.32
UNITED WAY	14.00	.00	WATERWORKS OPERATIONS	657.84	18,957.52
US & MEX DENTAL= FAMILY	512.40	.00	Total	\$18,183.98	
US & MEX HEALTH = C	5,978.28	.00			
US & MEX HEALTH = FAMILY	5,661.24	.00	Direct Deposits		Amount
US & MEX HEALTH = SP	1,850.42	.00	1st Bank Yuma		35,035.36
VSP - VISION CHILDREN	253.11	.00	ACADEMY BANK		2,431.37
VSP - VISION FAMILY	305.03	.00	Bank of America		1,784.94
VSP - VISION SPOUSE	116.82	.00	Bank of America CA		898.41
Net	\$392,031.24		Bankcorp		200.00
			BANKCORP BANK		1,192.78
			Charles Sch		250.00
			Chase Bank		184,269.41
			CHASE BANK MORGAN		944.18
			CHASE BANK TX		2,100.76
			chase centro		1,191.83
			CHASE LAS VEGAS		650.25
			Federal Credit Union		41,098.61
			FF CREDIT UNION		1,989.43
			FIREFIGHTER FIRST CREDIT UNION		4,888.60
			National Bank		1,431.87
			Navy Federal		19,868.49
			NetSpend Corporation DD		120.00
			NORTH ISLAND CREDIT UNION		759.17
			SOFI BANK		100.00
			Sunbank		1,657.00
			THE FOOTHILLS BANK		706.76
			VANTAGE WEST		1,708.88
			WASHINGTON FEDERAL		2,444.87
			Wells Fargo		80,756.59
			WELLS FARGO CALE		1,131.26
			Total		\$389,610.82

Payment Register

From Payment Date: 12/5/2022 - To Payment Date: 12/8/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
104406	12/06/2022	Open			Accounts Payable	ARIZONA PUBLIC SERVICE	\$36.44		
104407	12/07/2022	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO SALES	\$270.00		
104408	12/08/2022	Open			Accounts Payable	ARIZONA STATE RETIREMENT SYSTE	\$132.88		
104409	12/08/2022	Open			Accounts Payable	FOP/ALC	\$405.00		
104410	12/08/2022	Open			Accounts Payable	ONEMAIN FINANCIAL GROUP LLC	\$350.64		
104411	12/08/2022	Open			Accounts Payable	SAN LUIS POLICE OFFICERS ASSOC	\$330.00		
104412	12/08/2022	Open			Accounts Payable	SUPPORT PAYMENT CLEARINGHOUSE	\$3,634.86		
104413	12/08/2022	Open			Accounts Payable	UNITED WAY OF YUMA COUNTY INC.	\$14.00		
104414	12/08/2022	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS ASSOC	\$91.50		
104415	12/08/2022	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS- IAFF	\$1,110.00		
104416	12/08/2022	Open			Accounts Payable	INTERNAL REVENUE SERVICE	\$221.11		
104417	12/08/2022	Open			Accounts Payable	24K ENGRAVING AND AWARDS LLC	\$2,703.49		
104418	12/08/2022	Open			Accounts Payable	AAED	\$273.00		
104419	12/08/2022	Open			Accounts Payable	ALLDATA LLC	\$1,600.68		
104420	12/08/2022	Open			Accounts Payable	AT&T MOBILITY LLC	\$5,125.47		
104421	12/08/2022	Open			Accounts Payable	AUTOZONE STORES, INC	\$737.85		
104422	12/08/2022	Open			Accounts Payable	CONSULTANT ENGINEERING INC	\$7,290.42		
104423	12/08/2022	Open			Accounts Payable	FACTOR SALES, INC.	\$65.32		
104424	12/08/2022	Open			Accounts Payable	GARCIA, JESUS	\$152.00		
104425	12/08/2022	Open			Accounts Payable	GUTIERREZ CANALES ENGINEERING P.C.	\$51,410.70		
104426	12/08/2022	Open			Accounts Payable	MGM INTERNET SOLUTIONS, INC	\$135.00		
104427	12/08/2022	Open			Accounts Payable	RAMIREZ, FELIPE	\$136.00		
104428	12/08/2022	Open			Accounts Payable	RAMIREZ, TERESITA, D	\$110.00		
104429	12/08/2022	Open			Accounts Payable	REFRIGERATION SUPPLIES DISTRIBUTOR	\$1,878.15		
104430	12/08/2022	Open			Accounts Payable	REGIONAL CENTER FOR BORDER	\$4,111.53		
104431	12/08/2022	Open			Accounts Payable	RUELAS, LUIS	\$104.00		
104432	12/08/2022	Open			Accounts Payable	RUSH TRUCK CENTER	\$7,212.88		
104433	12/08/2022	Open			Accounts Payable	SANDOVAL VILLA, ALONDRA	\$105.00		
104434	12/08/2022	Open			Accounts Payable	SANFORD, JAMES	\$127.06		
104435	12/08/2022	Open			Accounts Payable	VALENZUELA BRIONES, ALEJANDRO, YOKASTAS	\$80.00		
104436	12/08/2022	Open			Accounts Payable	YUMA NURSERY SUPPLY	\$4,172.22		
104437	12/08/2022	Open			Accounts Payable	90 DEGREES BENEFIT, INC	\$561.82		
104438	12/08/2022	Open			Accounts Payable	90 DEGREES BENEFIT, INC	\$561.82		
104439	12/08/2022	Open			Accounts Payable	AYALA, CRISTINA M	\$103.59		
104440	12/08/2022	Open			Accounts Payable	BOBADILLA, YADIRA	\$150.00		
104441	12/08/2022	Open			Accounts Payable	CHAVEZ, JUAN, DANIEL	\$150.00		
104442	12/08/2022	Open			Accounts Payable	DUENAS, ANDREY	\$108.40		
104443	12/08/2022	Open			Accounts Payable	ENTERPRISE FM TRUST	\$755.68		

Sheela C

Payment Register

From Payment Date: 12/5/2022 - To Payment Date: 12/8/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
104444	12/08/2022	Open			Accounts Payable	JUAREZ, EDGAR	\$93.40		
104445	12/08/2022	Open			Accounts Payable	JUAREZ, EDGAR	\$30.45		
104446	12/08/2022	Open			Accounts Payable	MILLER, DAMIAN	\$150.00		
104447	12/08/2022	Open			Accounts Payable	MONTANO, MAURICIO	\$150.00		
104448	12/08/2022	Open			Accounts Payable	PEREZ, ISABEL M	\$0.04		
104449	12/08/2022	Open			Accounts Payable	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	\$236.96		
104450	12/08/2022	Open			Accounts Payable	RUIZ, OSCAR	\$150.00		
104451	12/08/2022	Open			Accounts Payable	SANCHEZ, JESUS	\$144.06		
104452	12/08/2022	Open			Accounts Payable	SANTIAGO, JOSE	\$150.00		
104453	12/08/2022	Open			Accounts Payable	TENORIO, ENRIQUETA	\$3.73		
104454	12/08/2022	Open			Accounts Payable	US BANK	\$2,440.00		
104455	12/08/2022	Open			Accounts Payable	VARGAS, JAVIER	\$108.00		
104456	12/08/2022	Open			Accounts Payable	ADOT MVD	\$1.36		
104457	12/08/2022	Open			Accounts Payable	AHERN RENTALS, INC.	\$616.01		
104458	12/08/2022	Open			Accounts Payable	ARIZONA DEPARTMENT OF PUBLIC SAFETY	\$0.36		
104459	12/08/2022	Open			Accounts Payable	ARVIZU VILLAR, GLORIA	\$25.00		
104460	12/08/2022	Open			Accounts Payable	CORRAL, RICARDO	\$140.00		
104461	12/08/2022	Open			Accounts Payable	FRANCO LUNA, ROSSMART , FELIPE	\$150.00		
104462	12/08/2022	Open			Accounts Payable	G&T ALARM CO LLC	\$60.00		
104463	12/08/2022	Open			Accounts Payable	HIREQUEST LLC	\$7,453.39		
104464	12/08/2022	Open			Accounts Payable	INSTITUTE OF POLICE TECHNOLOGY AND MANAGEMENT	\$895.00		
104465	12/08/2022	Open			Accounts Payable	IPS GROUP INC	\$439.73		
104466	12/08/2022	Open			Accounts Payable	ITURBIDE, VANESSA, C	\$75.00		
104467	12/08/2022	Open			Accounts Payable	LOPEZ ARMENTA, JOSE, MARTIN	\$154.00		
104468	12/08/2022	Open			Accounts Payable	MACHADO, IVAN & AIXIA GUTIERREZ	\$400.00		
104469	12/08/2022	Open			Accounts Payable	NAVARRO BELTRAN, ALEJANDRO	\$100.00		
104470	12/08/2022	Open			Accounts Payable	NNC CONSULTING LLC	\$1,560.00		
104471	12/08/2022	Open			Accounts Payable	NOBLE SUPPLY & LOGISTICS, LLC	\$11,900.00		
104472	12/08/2022	Open			Accounts Payable	O'REILLY AUTO PARTS	\$1,008.48		
104473	12/08/2022	Open			Accounts Payable	ORTEGA, LUZ	\$75.00		
104474	12/08/2022	Open			Accounts Payable	QUINONEZ, FRANCISCO	\$270.00		
104475	12/08/2022	Open			Accounts Payable	RODRIGUEZ, DANIEL	\$1,300.94		
104476	12/08/2022	Open			Accounts Payable	SANDOVAL, MONTSEERRAT	\$105.00		
104477	12/08/2022	Open			Accounts Payable	VALENZUELA BRIONES, ALEJANDRO, YOKASTAS	\$88.00		
104478	12/08/2022	Open			Accounts Payable	VILLA, CLAUDIA	\$56.00		
104479	12/08/2022	Open			Accounts Payable	WOLCOTT & ASSOCIATES INC	\$15,000.00		
104480	12/08/2022	Open			Accounts Payable	LUNA, CYNTHIA	\$225.00		
Type Check Totals:							\$142,273.42		
EFT									
2477	12/08/2022	Open			Accounts Payable	24/7 GET FIT LLC	\$918.00		
2478	12/08/2022	Open			Accounts Payable	ALSCO, INC	\$1,080.64		
2479	12/08/2022	Open			Accounts Payable	ARCHIVESOCIAL INC.	\$5,489.00		
2480	12/08/2022	Open			Accounts Payable	BILL ALEXANDER FORD	\$2,398.97		
2481	12/08/2022	Open			Accounts Payable	BTE BODY COMPANY INC	\$1,419.57		

Payment Register

From Payment Date: 12/5/2022 - To Payment Date: 12/8/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
2482	12/08/2022	Open			Accounts Payable	CHAPMAN CHEVROLET BUICK GMC YUMA LLC	\$627.70		
2483	12/08/2022	Open			Accounts Payable	CITY OF YUMA	\$2,193.72		
2484	12/08/2022	Open			Accounts Payable	CSC OF YUMA	\$5,604.25		
2485	12/08/2022	Open			Accounts Payable	CUEVAS, CHRISTIAN	\$75.00		
2486	12/08/2022	Open			Accounts Payable	DESERT WATER STORE INC	\$33.21		
2487	12/08/2022	Open			Accounts Payable	FNP-C & ASSOCIATES PLLC	\$90.00		
2488	12/08/2022	Open			Accounts Payable	FRESH TERRA SERVICES LLC	\$1,845.00		
2489	12/08/2022	Open			Accounts Payable	HANSBERGER REGRIGERATION & ELECTRIC CO	\$1,150.35		
2490	12/08/2022	Open			Accounts Payable	KINGHOSE INDUSTRY LLC	\$1,285.03		
2491	12/08/2022	Open			Accounts Payable	MENDEZ ROBLES, NAZZER, O	\$4,506.36		
2492	12/08/2022	Open			Accounts Payable	NAPA AUTO PARTS	\$197.68		
2493	12/08/2022	Open			Accounts Payable	PRECISION ELECTRIC CO. INC.	\$4,409.00		
2494	12/08/2022	Open			Accounts Payable	PRECISION PROTECTIVE SERVICES LLC	\$324.19		
2495	12/08/2022	Open			Accounts Payable	RM GRAPHICS	\$492.41		
2496	12/08/2022	Open			Accounts Payable	SAN LUIS AIR CONDITIONING LLC	\$250.00		
2497	12/08/2022	Open			Accounts Payable	SHARP AUTO GLASS LLC	\$711.87		
2498	12/08/2022	Open			Accounts Payable	SOUTHWEST SANITATION SERVICES, LLC	\$616.07		
2499	12/08/2022	Open			Accounts Payable	SPECTRUM BUSINESS	\$720.00		
2500	12/08/2022	Open			Accounts Payable	THOMSON WEST PUBLISHING CO.	\$2,142.55		
2501	12/08/2022	Open			Accounts Payable	YUMA COUNTY RECORDER'S OFFICE	\$264.00		
2502	12/08/2022	Open			Accounts Payable	YUMA COUNTY WATER USERS ASSOCIATION	\$369.79		
2503	12/08/2022	Open			Accounts Payable	YUMA SUN INC	\$956.69		
2504	12/08/2022	Open			Accounts Payable	YUMA TRUCK PARTS	\$1,860.71		
2505	12/08/2022	Open			Accounts Payable	YUMA WINNELSON CO.	\$1,138.33		
2506	12/08/2022	Open			Accounts Payable	ZOLL MEDICAL CORP	\$533.81		
2507	12/08/2022	Open			Accounts Payable	ARIZONA MEDICAL WASTE	\$88.88		
2508	12/08/2022	Open			Accounts Payable	FRUTH GROUP INC	\$463.89		
2509	12/08/2022	Open			Accounts Payable	POLAR ICE LLC	\$188.21		
2510	12/08/2022	Open			Accounts Payable	ALSCO, INC	\$2,038.64		
2511	12/08/2022	Open			Accounts Payable	AMAZON.COM SALES, INC.	\$268.88		
2512	12/08/2022	Open			Accounts Payable	AMERICANA POLYGRAPH & PRIVATE INVESTIGATION	\$175.00		
2513	12/08/2022	Open			Accounts Payable	COOPERATIVE PERSONNEL SERVICES	\$5,205.00		
2514	12/08/2022	Open			Accounts Payable	DESERT WATER STORE INC	\$44.83		
2515	12/08/2022	Open			Accounts Payable	GALINDO, CARMEN	\$1,800.00		
2516	12/08/2022	Open			Accounts Payable	HUMANE SOCIETY OF YUMA	\$4,166.67		
2517	12/08/2022	Open			Accounts Payable	MCNEECE BROS. OIL COMPANY, INC	\$51,696.79		
2518	12/08/2022	Open			Accounts Payable	PRECISION PROTECTIVE SERVICES LLC	\$51.36		
2519	12/08/2022	Open			Accounts Payable	SIMS MACKIN, LTD.	\$580.00		
2520	12/08/2022	Open			Accounts Payable	SOUTHERN TIRE MART LLC	\$6,384.37		
2521	12/08/2022	Open			Accounts Payable	YUMA COUNTY TREASURER'S OFFICE	\$110.37		

Payment Register

From Payment Date: 12/5/2022 - To Payment Date: 12/8/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
Type EFT Totals:					45 Transactions		\$116,966.79		
1BYPAYABLE - 1st BY Accounts Payable Totals									
Checks		Status	Count	Transaction Amount		Reconciled Amount			
		Open	75	\$142,273.42		\$0.00			
		Reconciled	0	\$0.00		\$0.00			
		Voided	0	\$0.00		\$0.00			
		Stopped	0	\$0.00		\$0.00			
		Total	75	\$142,273.42		\$0.00			
EFTs		Status	Count	Transaction Amount		Reconciled Amount			
		Open	45	\$116,966.79		\$0.00			
		Reconciled	0	\$0.00		\$0.00			
		Voided	0	\$0.00		\$0.00			
		Total	45	\$116,966.79		\$0.00			
All		Status	Count	Transaction Amount		Reconciled Amount			
		Open	120	\$259,240.21		\$0.00			
		Reconciled	0	\$0.00		\$0.00			
		Voided	0	\$0.00		\$0.00			
		Stopped	0	\$0.00		\$0.00			
		Total	120	\$259,240.21		\$0.00			
Grand Totals:									
Checks		Status	Count	Transaction Amount		Reconciled Amount			
		Open	75	\$142,273.42		\$0.00			
		Reconciled	0	\$0.00		\$0.00			
		Voided	0	\$0.00		\$0.00			
		Stopped	0	\$0.00		\$0.00			
		Total	75	\$142,273.42		\$0.00			
EFTs		Status	Count	Transaction Amount		Reconciled Amount			
		Open	45	\$116,966.79		\$0.00			
		Reconciled	0	\$0.00		\$0.00			
		Voided	0	\$0.00		\$0.00			
		Total	45	\$116,966.79		\$0.00			
All		Status	Count	Transaction Amount		Reconciled Amount			
		Open	120	\$259,240.21		\$0.00			
		Reconciled	0	\$0.00		\$0.00			
		Voided	0	\$0.00		\$0.00			
		Stopped	0	\$0.00		\$0.00			
		Total	120	\$259,240.21		\$0.00			

Grand Totals:

Karla
Plasce
ncia

Digitally signed by:
Karla Plascencia
DN: CN = Karla
Plascencia email =
kplascencia@sanluisaz.
gov C = US O = City of
San Luis OU = Finance
Date: 2022.12.15 18:06:
36 -07'00'

Payment Register

From Payment Date: 12/12/2022 - To Payment Date: 12/15/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
<u>Check</u>									
104481	12/13/2022	Open			Accounts Payable	CISNEROS, ANTONIO	\$1,850.00		
104482	12/14/2022	Open			Utility Management	AYALA, YASOJARA & ALBERTO J	\$32.09		
					Refund	DE LA CRUZ			
104483	12/14/2022	Open			Utility Management	CAMPOS, ERNESTO	\$23.97		
					Refund				
104484	12/14/2022	Open			Utility Management	CRUZ-CERVANTES, JESUS	\$214.67		
					Refund				
104485	12/14/2022	Open			Utility Management	ESPARZA, ALICIA	\$88.13		
					Refund				
104486	12/14/2022	Open			Utility Management	FRANCO, CLAUDIA & SILVERIO	\$41.69		
					Refund	MORALES			
104487	12/14/2022	Open			Utility Management	GARCIA MARRUFO, EDGAR A	\$107.47		
					Refund				
104488	12/14/2022	Open			Utility Management	GONZALEZ, JESUS A & ANAY	\$208.35		
					Refund	ORTEGA AGUILAR			
104489	12/14/2022	Open			Utility Management	GONZALEZ, DANIELLE	\$255.96		
					Refund				
104490	12/14/2022	Open			Utility Management	JUAREZ, ALEJANDRA & COLLINS	\$184.72		
					Refund	DE LLAUSAS, KARLA			
104491	12/14/2022	Open			Utility Management	LUGO, DIXIE, A	\$50.91		
					Refund				
104492	12/14/2022	Open			Utility Management	LUGO, JOSHUA	\$39.31		
					Refund				
104493	12/14/2022	Open			Utility Management	MADRIZ, PAMELA	\$119.11		
					Refund				
104494	12/14/2022	Open			Utility Management	OJEDA DE CONTRERAS, MARTINA	\$29.79		
					Refund				
104495	12/14/2022	Open			Utility Management	PARRA, EDITH, R	\$23.64		
					Refund				
104496	12/14/2022	Open			Utility Management	PENA, VICTOR JUNIOR	\$255.96		
					Refund				
104497	12/14/2022	Open			Utility Management	PERALTA RUBIO, JOSE, C	\$178.60		
					Refund				
104498	12/14/2022	Open			Utility Management	RIEDEL CONSTRUCTION INC,	\$203.66		
					Refund				
104499	12/14/2022	Open			Utility Management	SOLORIO, YOLANDA &	\$97.71		
					Refund	VILLARREAL, ARMANDO			
104500	12/14/2022	Open			Utility Management	TOMCAT ENGINEERING	\$2,315.34		
					Refund	UNLIMITED LLC C/O ALEXIS			
104501	12/15/2022	Open			Accounts Payable	GALLA YUMA COUNTY TREASURER'S	\$32,000.00		
						OFFICE			
104502	12/15/2022	Open			Accounts Payable	24K ENGRAVING AND AWARDS	\$611.87		
						LLC			
104503	12/15/2022	Open			Accounts Payable	AHERN RENTALS, INC.	\$1,564.88		
104504	12/15/2022	Open			Accounts Payable	AIRGAS USA LLC	\$4,276.88		
104505	12/15/2022	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO	\$90.00		
						SALES			
104506	12/15/2022	Open			Accounts Payable	ARIZONA STATE TREASURER	\$19,011.16		
104507	12/15/2022	Open			Accounts Payable	ARVIZU VILLAR, GLORIA	\$25.00		

Payment Register

From Payment Date: 12/12/2022 - To Payment Date: 12/15/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
104508	12/15/2022	Open			Accounts Payable	ASCAP	\$418.09		
104509	12/15/2022	Open			Accounts Payable	AUTOZONE STORES, INC	\$939.14		
104510	12/15/2022	Open			Accounts Payable	AZ ASSOCIATION OF CHIEF OF PD	\$350.00		
104511	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$182.00		
104512	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$62.30		
104513	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$164.50		
104514	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$80.10		
104515	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$89.00		
104516	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$150.50		
104517	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$89.00		
104518	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$129.50		
104519	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$89.00		
104520	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$129.50		
104521	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$80.10		
104522	12/15/2022	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	\$112.00		
104523	12/15/2022	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	\$5,503.04		
104524	12/15/2022	Open			Accounts Payable	CELAYA, JOSE E	\$1,727.10		
104525	12/15/2022	Open			Accounts Payable	CRAIG BRODY LLC	\$1,680.00		
104526	12/15/2022	Open			Accounts Payable	CROWN AWARDS	\$915.22		
104527	12/15/2022	Open			Accounts Payable	DPE CONSTRUCTION, INC	\$31,766.58		
104528	12/15/2022	Open			Accounts Payable	FERGUSON WATERWORKS	\$5,816.09		
104529	12/15/2022	Open			Accounts Payable	FX TACTICAL, LLC	\$707.11		
104530	12/15/2022	Open			Accounts Payable	G&T ALARM CO LLC	\$297.90		
104531	12/15/2022	Open			Accounts Payable	GALLS, AN ARAMARK CO., LLC	\$199.28		
104532	12/15/2022	Open			Accounts Payable	HERNANDEZ DUARTE, RICARDO	\$169.35		
104533	12/15/2022	Open			Accounts Payable	HIREQUEST LLC	\$6,944.03		
104534	12/15/2022	Open			Accounts Payable	ICA.COM, INC	\$3,900.00		
104535	12/15/2022	Open			Accounts Payable	INNOCORP LTD	\$4,576.58		
104536	12/15/2022	Open			Accounts Payable	IPS GROUP INC	\$2,264.18		
104537	12/15/2022	Open			Accounts Payable	KONICA MINOLTA BUSINESS SOLUTIONS USA INC	\$122.59		
104538	12/15/2022	Open			Accounts Payable	LAWSON PRODUCTS INC.	\$178.71		
104539	12/15/2022	Open			Accounts Payable	LOOMIS	\$2,235.24		
104540	12/15/2022	Open			Accounts Payable	LOPEZ CAMARGO, FABIOLA	\$4,602.00		
104541	12/15/2022	Open			Accounts Payable	LOPEZ CAMARGO, FABIOLA	\$778.00		
104542	12/15/2022	Open			Accounts Payable	MACHADO, IVAN & AIXIA GUTIERREZ	\$800.00		
104543	12/15/2022	Open			Accounts Payable	MERRILL WALKER BUILDERS, INC.	\$69,312.28		
104544	12/15/2022	Open			Accounts Payable	MUVZ INC	\$2,017.71		

Payment Register

From Payment Date: 12/12/2022 - To Payment Date: 12/15/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
104545	12/15/2022	Open			Accounts Payable	NIEVES HEIDY QUINTERO	\$1,575.00		
104546	12/15/2022	Open			Accounts Payable	O'REILLY AUTO PARTS	\$256.80		
104547	12/15/2022	Open			Accounts Payable	PATIO SUSHI & MORE	\$1,338.86		
104548	12/15/2022	Open			Accounts Payable	PITNEY BOWES INC.	\$960.00		
104549	12/15/2022	Open			Accounts Payable	QUINONEZ, FRANCISCO	\$270.00		
104550	12/15/2022	Open			Accounts Payable	SAN LUIS AZ NEWS	\$719.63		
104551	12/15/2022	Open			Accounts Payable	SAN LUIS SPEAR POINT SOLAR I, LLC	\$25,743.09		
104552	12/15/2022	Open			Accounts Payable	SANTANA, PEDRO, LUIS	\$1,200.00		
104553	12/15/2022	Open			Accounts Payable	TYLER TECHNOLOGIES, INC.	\$978.00		
104554	12/15/2022	Open			Accounts Payable	YEPEZ AUTOMOTIVE REPAIR	\$732.55		
104555	12/15/2022	Open			Accounts Payable	YUMA REGION BICYCLE COALITION	\$276.00		
104556	12/15/2022	Open			Accounts Payable	YUMA WINLECTRIC CO.	\$323.05		
104557	12/15/2022	Open			Accounts Payable	SIRCHIE ACQUISITION COMPANY LLC	\$1,009.41		
104558	12/15/2022	Open			Accounts Payable	VERIZON COMMUNICATIONS INC	\$4,972.89		
104559	12/15/2022	Open			Accounts Payable	ARCOS, IVONNE	\$2.22		
104560	12/15/2022	Open			Accounts Payable	BARRERA, JUAN	\$3.56		
104561	12/15/2022	Open			Accounts Payable	BRISENO, ROSA M	\$8.90		
104562	12/15/2022	Open			Accounts Payable	CANO, JORGE A	\$4.45		
104563	12/15/2022	Open			Accounts Payable	CASTILLO, LAURA G	\$8.90		
104564	12/15/2022	Open			Accounts Payable	CHAVEZ-SANDOVAL, ELIAZ O	\$0.53		
104565	12/15/2022	Open			Accounts Payable	CONTRERAS, MAGDA	\$8.90		
104566	12/15/2022	Open			Accounts Payable	ELIZALDE, AYLEEN B	\$2.22		
104567	12/15/2022	Open			Accounts Payable	FILLINGER, MIRIAM M	\$6.67		
104568	12/15/2022	Open			Accounts Payable	FLORES, ENRIQUETA	\$13.35		
104569	12/15/2022	Open			Accounts Payable	FLORES-ESCOBERO, ZIRAHUEN	\$8.90		
104570	12/15/2022	Open			Accounts Payable	GARCIA, JOSE	\$13.35		
104571	12/15/2022	Open			Accounts Payable	GARNER, HENRY, A	\$8.90		
104572	12/15/2022	Open			Accounts Payable	HERNANDEZ, SAMUEL	\$0.45		
104573	12/15/2022	Open			Accounts Payable	HERNANDEZ DE GONZALEZ, BLANCA	\$0.89		
104574	12/15/2022	Open			Accounts Payable	HERNANDEZ FLORES, MARCOS, J	\$13.35		
104575	12/15/2022	Open			Accounts Payable	LOPEZ PADILLA, ISAIAS A	\$6.67		
104576	12/15/2022	Open			Accounts Payable	MEDINA, ADRIAN, F	\$11.13		
104577	12/15/2022	Open			Accounts Payable	MONTANO, JOSE, B	\$2.22		
104578	12/15/2022	Open			Accounts Payable	MONTOYA, ELIZABETH, C	\$8.90		
104579	12/15/2022	Open			Accounts Payable	NOLASCO, MARIO, A	\$2.22		
104580	12/15/2022	Open			Accounts Payable	NUNEZ TIRADO, YOLANDA	\$6.67		
104581	12/15/2022	Open			Accounts Payable	PALAFOX, DAVID, F	\$6.67		
104582	12/15/2022	Open			Accounts Payable	PEREZ ARCE, FERMIN	\$2.22		
104583	12/15/2022	Open			Accounts Payable	RAMIREZ, ROSA	\$8.90		
104584	12/15/2022	Open			Accounts Payable	ROQUE, LEANDRA	\$8.90		
104585	12/15/2022	Open			Accounts Payable	ROSALES, VANESSA, L	\$8.90		
104586	12/15/2022	Open			Accounts Payable	SAUCEDO, GERARDO	\$17.80		
104587	12/15/2022	Open			Accounts Payable	SLAWINSKI, MICHAEL, R	\$11.57		
104588	12/15/2022	Open			Accounts Payable	TAPIA, BRIANDA, K	\$1.78		
104589	12/15/2022	Open			Accounts Payable	VASQUEZ, FRANK, M	\$8.90		
104590	12/15/2022	Open			Accounts Payable	VAZQUEZ SEPULVEDA, LIZBETH, F	\$2.22		

Payment Register

From Payment Date: 12/12/2022 - To Payment Date: 12/15/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
104591	12/15/2022	Open			Accounts Payable	VEGA, KARLA, K	\$8.90		
104592	12/15/2022	Open			Accounts Payable	MERCY CARE	\$1,003.93		
104593	12/15/2022	Open			Accounts Payable	ORDAZ, RODOLFO	\$140.92		
104594	12/15/2022	Open			Accounts Payable	ORTIZ, JUAN, C	\$107.80		
104595	12/15/2022	Open			Accounts Payable	RODRIGUEZ, MIA	\$20.00		
104596	12/15/2022	Open			Accounts Payable	ROSALES, GERARDO	\$30.00		
104597	12/15/2022	Open			Accounts Payable	STANDARD INSURANCE CO.	\$2,125.85		
104598	12/15/2022	Open			Accounts Payable	CISNEROS, ANTONIO	\$1,850.00		
104599	12/15/2022	Open			Accounts Payable	PEREZ, JORGE	\$1,327.98		
Type Check Totals:					119 Transactions		\$260,670.46		
EFT									
2522	12/15/2022	Open			Accounts Payable	ALLKIOSK LLC	\$886.80		
2523	12/15/2022	Open			Accounts Payable	ALSCO, INC	\$826.76		
2524	12/15/2022	Open			Accounts Payable	AMAZON WEB SERVICES INC	\$1.45		
2525	12/15/2022	Open			Accounts Payable	AMAZON.COM SALES, INC.	\$803.79		
2526	12/15/2022	Open			Accounts Payable	ARIZONA MUNICIPAL RISK RETENTION POOL P&C	\$160,801.00		
2527	12/15/2022	Open			Accounts Payable	ARK WIRELESS & NETWORKING	\$100.00		
2528	12/15/2022	Open			Accounts Payable	B&H PHOTO & ELECTRONICS CORP.	\$28.41		
2529	12/15/2022	Open			Accounts Payable	BSN SPORTS	\$78.92		
2530	12/15/2022	Open			Accounts Payable	CITY OF YUMA	\$77,740.86		
2531	12/15/2022	Open			Accounts Payable	CUEVAS, CHRISTIAN	\$62.50		
2532	12/15/2022	Open			Accounts Payable	DE LA HOYA, TADEO	\$665.66		
2533	12/15/2022	Open			Accounts Payable	DESERT VALLEY SERVICES, INC	\$849.13		
2534	12/15/2022	Open			Accounts Payable	DESERT WATER STORE INC	\$91.36		
2535	12/15/2022	Open			Accounts Payable	DIGITAL ROOM LLC	\$124.58		
2536	12/15/2022	Open			Accounts Payable	FRESH TERRA SERVICES LLC	\$2,350.00		
2537	12/15/2022	Open			Accounts Payable	HANSBERGER REGRIGERATION & ELECTRIC CO	\$748.00		
2538	12/15/2022	Open			Accounts Payable	HEINFELD, MEECH & CO., P.C.	\$7,525.00		
2539	12/15/2022	Open			Accounts Payable	JAMES DAVEY AND ASSOCIATES INC	\$9,510.00		
2540	12/15/2022	Open			Accounts Payable	L.N. CURTIS & SONS	\$3,836.20		
2541	12/15/2022	Open			Accounts Payable	NICKLAUS ENGINEERING	\$1,520.00		
2542	12/15/2022	Open			Accounts Payable	ODP BUSINESS SOLUTIONS LLC	\$4,750.30		
2543	12/15/2022	Open			Accounts Payable	ON TRACK OVERHEAD DOORS LLC	\$145.00		
2544	12/15/2022	Open			Accounts Payable	ORDUNO-CROUSE, CANDICE	\$1,600.00		
2545	12/15/2022	Open			Accounts Payable	PRECISION ELECTRIC CO. INC.	\$148.00		
2546	12/15/2022	Open			Accounts Payable	PRECISION PROTECTIVE SERVICES LLC	\$43.36		
2547	12/15/2022	Open			Accounts Payable	RALPH VELEZ CONSULTING SERVICES	\$7,091.68		
2548	12/15/2022	Open			Accounts Payable	RAMIREZ ADVISORS INTER- NATIONAL,LLC	\$5,000.00		
2549	12/15/2022	Open			Accounts Payable	REAL PURIFIED WATER LLC	\$113.96		
2550	12/15/2022	Open			Accounts Payable	RM GRAPHICS	\$52.50		
2551	12/15/2022	Open			Accounts Payable	SAN DIEGO POLICE EQUIPMENT CO.	\$5,496.19		
2552	12/15/2022	Open			Accounts Payable	SHARP AUTO GLASS LLC	\$1,487.88		

Payment Register

From Payment Date: 12/12/2022 - To Payment Date: 12/15/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
2553	12/15/2022	Open			Accounts Payable	SMITH, RALPH E. SR.	\$1,280.00		
2554	12/15/2022	Open			Accounts Payable	SOUTHERN TIRE MART LLC	\$2,387.79		
2555	12/15/2022	Open			Accounts Payable	SPECTRUM BUSINESS	\$368.66		
2556	12/15/2022	Open			Accounts Payable	SPRAGUES SPORTS INC.	\$539.93		
2557	12/15/2022	Open			Accounts Payable	SWEETWATER SOUND INC.	\$26,842.51		
2558	12/15/2022	Open			Accounts Payable	TORRES, ALEJANDRA , S	\$1,962.66		
2559	12/15/2022	Open			Accounts Payable	WAXIE SANITARY SUPPLY	\$911.08		
2560	12/15/2022	Open			Accounts Payable	WESTERN SUN SYSTEMS, INC	\$516.00		
2561	12/15/2022	Open			Accounts Payable	YUMA AUTO REBUILDERS LLC	\$1,532.42		
2562	12/15/2022	Open			Accounts Payable	YUMA COUNTY WATER USERS ASSOCIATION	\$47,364.03		
2563	12/15/2022	Open			Accounts Payable	YUMA WINNELSON CO.	\$6,220.03		
Type EFT Totals:							\$384,404.40		
1BYPAYABLE - 1st BY Accounts Payable Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	119	\$260,670.46	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	119	\$260,670.46	\$0.00
EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	42	\$384,404.40	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	42	\$384,404.40	\$0.00
All	Status	Count	Transaction Amount	Reconciled Amount
	Open	161	\$645,074.86	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00



AGENDA ITEM REVIEW FORM

Special City Council Meeting

5. C.

Meeting Date: 12/28/2022

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the Magistrate Resignation and Agreement. **(Ralph Velez, Interim City Manager)**

SUMMARY:

The Magistrate submitted a resignation letter on December 12, 2022, to take effect on January 11, 2023. The Magistrate signed the attached separation agreement.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE SEPARATION AGREEMENT WITH THE MAGISTRATE AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: YES
CITY/STATE/FEDERAL FUNDS: YES
TOTAL: \$16,964.34
BUDGETED AMOUNT: NO
AVAILABLE AMOUNT TO TRANSFER: See fiscal impact statement
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: See fiscal impact statement
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):

Due to the vacancies in the City there is budget capacity to fund for this unbudgeted severance payment.

Per City of San Luis HR policy HR-4-05(F)1 unused sick leave will not be paid upon separation from the City, hence it is not included in the below calculation.

One month of salary plus accrued vacation

100-160	5000Salaries	\$	15,758.79
	50120Fica	\$	977.05
	50115Medicare	\$	228.50
		\$	16,964.34

Attachments

Agreement

MUTUAL SEPARATION AGREEMENT
AND GENERAL RELEASE

THIS MUTUAL SEPARATION AGREEMENT AND GENERAL RELEASE (hereinafter this "Agreement") is entered into by and between Nohemy Echavarria ("Echavarria"), and the City of San Luis (the "CITY").

WHEREAS, ECHAVARRIA is employed by the CITY as a Magistrate and her term of office expired in September, 2022; and

WHEREAS, the CITY and ECHAVARRIA mutually desire to enter into a separation agreement to settle, compromise, and resolve any and all potential differences and disputes between them.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, and for other good and valuable consideration, receipt and sufficiency of which is hereby acknowledged, the CITY and ECHAVARRIA voluntarily and knowingly agree as follows:

1. **Definitions.** For the purposes of this entire Agreement, the term "CITY" includes the City of San Luis and, to the extent applicable, as direct, intended and third party beneficiaries hereof, its past, present, and future officers, employees, representatives, trustees, administrators, fiduciaries, attorneys, insurers, agents, subsidiaries, affiliated entities, elected officials, councilmembers, predecessors, successors, heirs, and assigns, jointly and severally, in both their personal and official capacities (collectively, the "Released Parties"). For the purposes of this entire Agreement, the term " ECHAVARRIA" shall refer to NOHEMY ECHAVARRIA, her marital community (if any), and her heirs and assigns.

2. **Termination of Employment.** The parties agree that ECHAVARRIA's employment with CITY shall be terminated effective January 11, 2023.

The CITY agrees that it shall not oppose any application for unemployment benefits that ECHAVARRIA may choose to make based on the termination of the employment relationship.

3. **Consideration by the CITY.**

- a. Conditioned upon the provisions of Subsection 3.c herein, the CITY shall pay ECHAVARRIA a lump sum equivalent to one (1) month of her current annual salary, less applicable state and federal withholding taxes. The Payment shall be made within seven business days of January 11, 2023.
- b. The CITY shall pay ECHAVARRIA for all accrued wages, unused sick and vacation time in accordance with its personnel policies in effect on the date of termination.
- c. The form of payment for the amounts due under Sections 3(a) and 3(b) shall be a check payable to "NOHEMY ECHAVARRIA." Payment may be made in separate checks, one for 3 (a) and another for 3 (b) and the payment for 3 (b) may occur before the payment for 3 (a). The CITY shall make the payment to ECHAVARRIA within

seven (7) days of January 11, 2023 provided that all of the following events have occurred, each of which is a condition precedent to payment: (1) this Agreement has been executed by ECHAVARRIA within twenty one days of December 13, 2022; (2) this Agreement has been approved by the City Council; (3) the termination of the employment relationship between the CITY and ECHAVARRIA has become legally effective; and (4) ECHAVARRIA has complied with her obligation to return the CITY's property, as set forth in Section 11 of this Agreement.

- e. ECHAVARRIA acknowledges that She will be exclusively liable for the payment of all federal, state, and local taxes, if any, which may be due as a result of the monetary consideration he receives pursuant to this Agreement. In addition, if the CITY or any other Released Party is required at any time to pay any taxes or other amounts, including without limitation penalties or interest or reasonable attorneys' fees, for failing to withhold federal or state income or withholding taxes on any payment made pursuant to this Agreement, or on account of ECHAVARRIA failing to pay taxes on any such payment, ECHAVARRIA agrees to indemnify the CITY or any other Released Party and hold it harmless from any penalties, claims, lawsuits, attorneys' fees, and expenses.

4. **Release.** ECHAVARRIA hereby irrevocably and unconditionally releases and discharges the CITY and all other Released Parties from any and all claims, demands, liens, agreements, covenants, actions, suits at law or equity, obligations, debts, damages, judgments, liabilities, attorneys' fees, costs, and expenses of whatever kind, known or unknown, suspected or unsuspected, which she had or has based on any matter or thing occurring prior to her execution of this Agreement, including but not limited to claims that arise from or relate to ECHAVARRIA's employment with the CITY or the termination of the employment relationship. The released claims include any claims arising under the Age Discrimination in Employment Act, the Arizona Civil Rights Act, the Arizona Wage Payment Act, or Title VII of the Civil Rights Act of 1964. The released claims further include, but are not limited to, all claims for breach of contract, wrongful discharge or layoff, constructive discharge, retaliatory discharge, impairment of economic opportunity, intentional or negligent infliction of emotional harm, distress, or any other tort, including but not limited to defamation, invasion of privacy, intentional interference with contract or prospective advantage, violation of any constitutional right, sex discrimination, race discrimination, disability discrimination, age discrimination or any other form of employment discrimination or retaliation, and any and all claims arising from any alleged violations by or on behalf of the CITY or any other Released Party under every applicable federal, state or local law, rule, regulation, ordinance, public policy or common law, including under the Arizona Employment Protection Act, the Arizona Fair Wages and Healthy Families Act; the Civil Rights Act of 1991, the Equal Pay Act, the Americans with Disabilities Act, or the Family and Medical Leave Act. ECHAVARRIA also waives and releases any appeal or grievance rights pursuant to the CITY's personnel policies or municipal code.

ECHAVARRIA understands and acknowledges that this release forever bars her from suing or otherwise asserting a claim against the CITY or any of the other Released Parties on the basis of any event occurring through his execution of this Agreement, whether the facts are now known or unknown, and whether the legal theory upon which such claim might be based is now

known or unknown. ECHAVARRIA further agrees and acknowledges that the Released Parties are intended third party beneficiaries of this release of claims.

ECHAVARRIA understands and acknowledges that nothing in this Agreement shall be construed as prohibiting her from filing an administrative charge with a governmental agency.

5. **Acknowledgement of Full Payment.** ECHAVARRIA acknowledges and agrees that upon receipt of the payments outlined in Sections 3(a) and 3(b) above, she will have been paid in full by the CITY for all wages, overtime, bonuses, or other forms of compensation to which he is entitled as a result of his employment with the CITY.

6. **Provision for Unknown Claims.** ECHAVARRIA warrants that she does not have any claim or charge pending against the CITY or any of the other Released Parties with any court, tribunal, administrative agency, governmental agency, or other such body.

7. **Waiver of Right to Recovery and No Inducement.** ECHAVARRIA waives any right to monetary recovery should any administrative agency pursue any released claim on his behalf. To the extent permitted by law, and/or unless required by law, ECHAVARRIA agrees that she will not induce, aid, or abet anyone in instituting or prosecuting any pending or future claim against the CITY or any other Released Party in any court, arbitral tribunal, or administrative agency. However, nothing in this provision shall be construed as prohibiting ECHAVARRIA from communicating with any government agency regarding any matter within such agency's jurisdiction.

8. **Notice of Time for Reflection.** ECHAVARRIA is encouraged to seek the advice of an attorney. ECHAVARRIA, by executing this agreement, agrees that she has carefully read and fully understands all of the provisions of this agreement. ECHAVARRIA is voluntarily entering into this Agreement. ECHAVARRIA agrees that this agreement provides consideration for the promises contained herein. ECHAVARRIA is advised that, before waiving claims she may have under the Age Discrimination in Employment Act, she may take up to twenty-one (21) days to consider this Agreement before signing. ECHAVARRIA may also revoke this Agreement within seven (7) days after she signs this Agreement, by returning this Agreement to City, c/o Ralph Velez, City Manager, before the expiration of seven (7) days, and writing the word "revoked" over her signature. .

9. **Neutral Reference.** ECHAVARRIA agrees to direct all reference requests from prospective employers to the CITY's human resources department. The CITY agrees that the human resources department shall respond to such reference requests by disclosing only the following information regarding ECHAVARRIA: dates of employment, position(s) held.

10. **Effective Date of Agreement.** This Agreement will be effective upon execution by both parties.

11. **Return of Property.** Upon the effective date of this Agreement, ECHAVARRIA shall return all property of the CITY in his possession.

12. **Full Consideration.** ECHAVARRIA agrees that payment by the CITY of the sums stated in Section 3 as well as compliance with the above-described terms constitutes full and sufficient legal consideration for the promises and covenants set forth in this Agreement.

13. **No Admission of Wrongdoing.** The parties each agree that nothing in this Agreement shall be construed as an admission by either of them of any wrongdoing or violation of any applicable law, and that nothing in this Agreement shall be so construed by any other person.

14. **Bar.** ECHAVARRIA specifically agrees that this Agreement may be pled by the CITY or any of the other Released Parties as an absolute bar to any released claim.

15. **Complete Agreement.** This Agreement sets forth all of the terms and conditions of the agreement between the parties and shall be considered and understood to be a contractual commitment and not a mere recital. The CITY and ECHAVARRIA expressly agree that this Agreement supersedes and extinguishes all obligations under the employment Agreement between the parties, including any severance obligation set forth therein. This Agreement shall be binding upon the CITY and its successors and assigns and upon ECHAVARRIA and his respective agents, heirs, executors, representatives, and assigns.

16. **Fees and Costs.** Each party shall bear and pay his or its own costs and attorneys' fees with regard to this Agreement and any matters covered herein. However, in an action to enforce any term or terms of this Agreement or to seek damages for breach of this Agreement, the prevailing party in that action shall be entitled to recover reasonable attorneys' fees.

17. **Waiver and Amendment.** A waiver of any right under this Agreement must be in writing to be effective. This Agreement may be amended only by a writing signed by the parties. Any oral representation or modification concerning this Agreement shall be of no force or effect.

18. **Severability.** If any portion of this Agreement is held invalid by operation of law, the remaining terms of this Agreement shall not be affected, provided, however, that if the release in Section 4 of this Agreement is held invalid, the CITY shall have the right to seek rescission of this Agreement.

19. **Choice of Law.** The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against either of the parties. This Agreement shall be governed by and construed in accordance with the laws of the State of Arizona, except to the extent that federal laws apply.

20. **Acknowledgement.** ECHAVARRIA acknowledges that in executing this Agreement, she does not rely on any inducements, promises or representations made by the CITY other than those expressly stated herein. Further, ECHAVARRIA declares that she has read this Agreement and fully understands its terms and contents, including his rights and obligations hereunder, and freely, voluntarily and without coercion enters into this Agreement. ECHAVARRIA agrees and acknowledges that the waiver and release of all rights or claims she may have under any local state or federal law is knowing and voluntary.

CITY OF SAN LUIS

By

Its Mayor

Dated: _____

Attest: _____

City Clerk

Approved as to Form: _____

City Attorney

NOHEMY ECHAVARRIA

Dated: _____

12/19/2022



AGENDA ITEM REVIEW FORM

Special City Council Meeting

5. D.

Meeting Date: 12/28/2022

Department Head: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Submitted By: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2244. A resolution of the Mayor and City Council of the City of San Luis, Arizona, creating a Street Lighting Improvement District and declaring its intention to purchase electricity and maintain poles, luminaries, and underground conduit, together with a charge for the use of lighting facilities, for lighting public streets within the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**

SUMMARY:

As a requirement of the City of San Luis Subdivision Regulations, a Street Lighting Improvement District is required for new subdivisions. The City has received a petition to form a Street Lighting Improvement District for Bienestar Estates 12 Phase 1 Subdivision. This is the resolution of intention to create Bienestar Estates 12 Phase 1 Street Lighting Improvement District.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2244.

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

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

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

N/A

Attachments

Resolution No. 2244



Resolution

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 2244

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, CREATING A STREET LIGHTING IMPROVEMENT DISTRICT AND DECLARING ITS INTENTION TO PURCHASE ELECTRICITY, AND MAINTAIN POLES, LUMINARIES, AND UNDERGROUND CONDUIT, TOGETHER WITH A CHARGE FOR USE OF LIGHTING FACILITIES, FOR LIGHTING PUBLIC STREETS SERVING THE AREA DESCRIBED AS BIENESTAR ESTATES 12 PHASE 1 SUBDIVISION, SAN LUIS, ARIZONA.

WHEREAS, a petition for the street lighting improvement district has been presented by all of the real property owners of record for the real property described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona.

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

Section 1: The City of San Luis hereby creates a street lighting improvement district to be tentatively known as Bienestar Estates 12 Phase 1 Street Lighting Improvement District for the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona, and as further shown on Exhibit "A" attached hereto.

Section 2: That the public interest and convenience require, and it is the intention of the governing body of the City of San Luis to order the purchase of electricity which includes a charge for the maintenance and use of the lighting facilities. That the maintenance and purchase of electricity is of more than local or ordinary public benefit, and the cost is hereby made chargeable upon the District, and the District benefited by said streetlights is legally described as set forth in Section 1 hereinabove.

Section 3: That the cost of the electricity shall be the established rate of Arizona Public Service for street lighting service.

Section 4: That the lighting of the streets in the area described shall be in accordance with the lighting location plan hereby approved and adopted by the Council of the City of San Luis, Arizona, and on file in the office of the City Engineer, tentatively known as Bienestar Estates 12 Phase 1 Street Lighting Improvement District.

Section 5: In no event will the City of San Luis or any officer thereof be liable for any portion of the cost of supplying electricity to said Improvement District, no assessment for district purposes against the property within such district exceeds the maximum contained in A.R.S. § 48-616.D, in which event the City of San Luis shall be liable for the cost of supplying electricity in excess of said statutory maximums.

Section 6: The City Council shall make an annual statement of the expenses relative to the District which shall be provided for by the levy and collection of the ad valorem taxes of the assessed value of all property, real and personal, in the District as provided in Title 48 of the Arizona Revised Statutes, which taxes shall be collected in the amount shown by the statement adopted by the City Council.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this **28th** day of **December 2022**.

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

Kay Marion Macuil, City Attorney

**PETITION, WAIVER, AND CONSENT TO FORMATION
OF A STREET LIGHTING IMPROVEMENT DISTRICT
BY THE CITY OF SAN LUIS**

Bienestar Estates 12 Phase 1 Street Lighting Improvement District

MID Name

Bienestar Estates 12 Phase 1 Subdivision

Subdivision Name

**To: Honorable Mayor and City Council
 City of San Luis, Arizona**

Pursuant to Arizona Revised Statutes, Section 48-571 to 48-617, as amended, and specifically A.R.S. §48-572(A)(7), §48-616 and §48-617 the undersigned property owner respectfully petitions the City Council of the City of San Luis, Arizona ("City Council") to order the formation of Street Lighting Improvement District ("District") under Arizona Revised Statutes, Title 48 Chapter 4, Article 2. In support of this petition, the undersigned agrees to waive certain rights under the Arizona Improvement District Law and to consent to the formation and completion of the District.

1. Area of District. The proposed District is described by a map/diagram and by a legal description on "Exhibit A" that is attached hereto and incorporated herein by reference. The proposed District consists of 40.92 acres and is entirely within the corporate boundaries of the City of San Luis.
2. Ownership. The undersigned (is) (are) the sole owner(s) of the real property within the proposed District (the "Petitioner(s)") including any required public dedications of property.
3. Purpose. The District is proposed to be formed for the purpose of the installation of light poles and luminaries together with purchasing the electricity for lighting of public streets serving Bienestar Estates 12 Phase 1 Subdivision.
4. Public Convenience and Necessity. The necessity for the proposed District is for the installation of light poles and luminaries with purchasing the electricity for lighting public streets serving the proposed District by the levying of special assessments in the proposed District.
5. Waiver and Consent. The Petitioners, with full knowledge of their rights being waived hereunder, hereby expressly waive all of the following:
 - (a) Any and all irregularities, illegalities, or deficiencies which may exist in the acts or proceedings resulting in the adoption of the Resolution of Intention and the Resolution Ordering the Work relating to the District.
 - (b) Any necessity for publication and posting of the Resolution of Intention and the Notice of Proposed Improvements pursuant to A.R.S §48-578.

ACCEPTED AND APPROVED BY:

CITY OF SAN LUIS, ARIZONA AN
ARIZONA MUNICIPAL CORPORATION

By: _____
Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

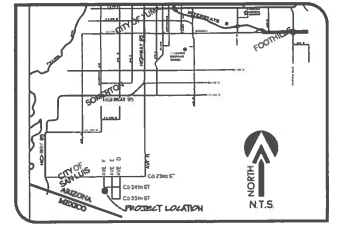
Kay Marion Macuil, City Attorney

BIENESTAR ESTATES 12 - PHASE 1 SUBDIVISION

A SUBDIVISION OF OF PARCEL "B1" OF BIENESTAR ESTATES 12 - LOT SPLIT, AS RECORDED IN BK. 34,
OF PLATS, PG. 07, YUMA COUNTY RECORDERS OFFICE, YUMA COUNTY, AZ., ALSO BEING A PORTION OF
THE S $\frac{1}{2}$ OF THE NW $\frac{1}{4}$ OF SECTION 15, T11S, R24W, G.&S.R.B.&M., YUMA COUNTY, ARIZONA.

SEPTEMBER OF 2022 ACREAGE: 40.92 AC (GROSS)

FINAL PLAT



VICINITY MAP



KEYNOTES

- ① NEW EASEMENT
- ② NEW EASEMENT

NOTE

- PROPERTY CORNER TO BE MARKED BY 1/2" DIA. IRON PEGGED WITH CAP L.S. 1/2"
- PROJECT TYPING: B-14

OWNER OF RECORD

COMITE DE BIENESTAR
1415 N. STREET
PO BOX 7172
SAN LUIS, AZ. 85349

BASIS OF BEARING

THE INSTRUMENT OF SECTION 15.11S 20W
GASPARA, RMA COUNTY ARIZONA BEING THE
IN CORNER OF PARCELS 15.11S 20W
84 ACRES SUBDIVISION AS RECORDED IN BOOK 37
OF PLATS, PAGE 14 & 15, YUMA COUNTY RECORDERS
OFFICE, YUMA COUNTY, ARIZONA.
BEARING N 0°11'13" E

LEGEND

- INDICATES BOUNDARY LINE
- INDICATES CENTERLINE
- INDICATES EASEMENT LINE
- NEW LOT NUMBER
- NEW YUMA COUNTY STD. DETAIL NO. 4-000 SUBD BOUNDARY MONUMENT
- NEW YUMA COUNTY STD. DETAIL NO. 4-000 STREET MONUMENT
- ENDING MONUMENT (TYPE AS SHOWN)
- INDICATES BRASS CAP
- Y.C.R. INDICATES YUMA COUNTY RECORDERS
- G.L.O. INDICATES GENERAL LAND OFFICE
- N.A.E. INDICATES HOW ACCESS EASEMENT
- INDICATES MEASURED DATA
- [R1] DATA REFERS TO G.S.B. BALANCED SECTION OF SECTION 15.11S 20W, DATED: JAN. 1977
- [R2] DATA REFERS TO BIENESTAR ESTATES 11A, AS RECORDED IN BOOK 31, PAGE 100, Y.C.R.
- [R3] DATA REFERS TO BIENESTAR ESTATES 11A LOT SPLIT, AS RECORDED IN BOOK 31, PAGE 98, Y.C.R.

LINE DATA

LINE NUMBER	BEARING	LENGTH	LINE NUMBER	BEARING	LENGTH
1	N 4°00'00" E	31.36	116	S 4°00'00" E	30.55
2	S 9°25'00" E	17.24	117	S 4°00'00" E	30.55
3	S 4°00'00" E	31.36	118	S 4°00'00" E	30.55
4	N 9°25'00" E	41.72	119	N 4°00'00" E	30.42
5	N 4°00'00" E	29.84	120	N 9°25'00" E	29.84
6	N 4°00'00" E	30.55	121	N 4°00'00" E	29.84
7	N 9°25'00" E	29.84	122	N 9°25'00" E	12.29
8	S 4°00'00" E	30.55	123	S 4°00'00" E	42.05
9	S 4°00'00" E	30.55	124	S 4°00'00" E	29.84
10	N 4°00'00" E	41.72	125	N 4°00'00" E	30.55
11	N 4°00'00" E	29.84	126	N 4°00'00" E	30.55
12	S 4°00'00" E	30.55	127	S 4°00'00" E	30.55
13	N 9°25'00" E	12.24	128	N 4°00'00" E	30.55
14	N 4°00'00" E	30.55	129	S 4°00'00" E	41.72
15	N 4°00'00" E	30.54	130	N 9°25'00" E	29.84

LOT AREAS TABLE

LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)
1	6,091.41	21	6,091.41	41	6,091.41	61	6,091.41	81	6,091.41	101	6,091.41	121	6,091.41	141	6,091.41
2	6,091.41	22	6,091.41	42	6,091.41	62	6,091.41	82	6,091.41	102	6,091.41	122	6,091.41	142	6,091.41
3	6,091.41	23	6,091.41	43	6,091.41	63	6,091.41	83	6,091.41	103	6,091.41	123	6,091.41	143	6,091.41
4	6,091.41	24	6,091.41	44	6,091.41	64	6,091.41	84	6,091.41	104	6,091.41	124	6,091.41	144	6,091.41
5	6,091.41	25	6,091.41	45	6,091.41	65	6,091.41	85	6,091.41	105	6,091.41	125	6,091.41	145	6,091.41
6	6,091.41	26	6,091.41	46	6,091.41	66	6,091.41	86	6,091.41	106	6,091.41	126	6,091.41	146	6,091.41
7	6,091.41	27	6,091.41	47	6,091.41	67	6,091.41	87	6,091.41	107	6,091.41	127	6,091.41	147	6,091.41
8	6,091.41	28	6,091.41	48	6,091.41	68	6,091.41	88	6,091.41	108	6,091.41	128	6,091.41	148	6,091.41
9	6,091.41	29	6,091.41	49	6,091.41	69	6,091.41	89	6,091.41	109	6,091.41	129	6,091.41	149	6,091.41
10	6,091.41	30	6,091.41	50	6,091.41	70	6,091.41	90	6,091.41	110	6,091.41	130	6,091.41	150	6,091.41
11	6,091.41	31	6,091.41	51	6,091.41	71	6,091.41	91	6,091.41	111	6,091.41	131	6,091.41	151	6,091.41
12	6,091.41	32	6,091.41	52	6,091.41	72	6,091.41	92	6,091.41	112	6,091.41	132	6,091.41	152	6,091.41
13	6,091.41	33	6,091.41	53	6,091.41	73	6,091.41	93	6,091.41	113	6,091.41	133	6,091.41	153	6,091.41
14	6,091.41	34	6,091.41	54	6,091.41	74	6,091.41	94	6,091.41	114	6,091.41	134	6,091.41	154	6,091.41
15	6,091.41	35	6,091.41	55	6,091.41	75	6,091.41	95	6,091.41	115	6,091.41	135	6,091.41	155	6,091.41
16	6,091.41	36	6,091.41	56	6,091.41	76	6,091.41	96	6,091.41	116	6,091.41	136	6,091.41	156	6,091.41
17	6,091.41	37	6,091.41	57	6,091.41	77	6,091.41	97	6,091.41	117	6,091.41	137	6,091.41	157	6,091.41
18	6,091.41	38	6,091.41	58	6,091.41	78	6,091.41	98	6,091.41	118	6,091.41	138	6,091.41	158	6,091.41
19	6,091.41	39	6,091.41	59	6,091.41	79	6,091.41	99	6,091.41	119	6,091.41	139	6,091.41	159	6,091.41
20	6,091.41	40	6,091.41	60	6,091.41	80	6,091.41	100	6,091.41	120	6,091.41	140	6,091.41	160	6,091.41
21	6,091.41	41	6,091.41	61	6,091.41	81	6,091.41	101	6,091.41	121	6,091.41	141	6,091.41	161	6,091.41
22	6,091.41	42	6,091.41	62	6,091.41	82	6,091.41	102	6,091.41	122	6,091.41	142	6,091.41	162	6,091.41
23	6,091.41	43	6,091.41	63	6,091.41	83	6,091.41	103	6,091.41	123	6,091.41	143	6,091.41	163	6,091.41
24	6,091.41	44	6,091.41	64	6,091.41	84	6,091.41	104	6,091.41	124	6,091.41	144	6,091.41	164	6,091.41
25	6,091.41	45	6,091.41	65	6,091.41	85	6,091.41	105	6,091.41	125	6,091.41	145	6,091.41	165	6,091.41
26	6,091.41	46	6,091.41	66	6,091.41	86	6,091.41	106	6,091.41	126	6,091.41	146	6,091.41	166	6,091.41
27	6,091.41	47	6,091.41	67	6,091.41	87	6,091.41	107	6,091.41	127	6,091.41	147	6,091.41	167	6,091.41
28	6,091.41	48	6,091.41	68	6,091.41	88	6,091.41	108	6,091.41	128	6,091.41	148	6,091.41	168	6,091.41
29	6,091.41	49	6,091.41	69	6,091.41	89	6,091.41	109	6,091.41	129	6,091.41	149	6,091.41	169	6,091.41
30	6,091.41	50	6,091.41	70	6,091.41	90	6,091.41	110	6,091.41	130	6,091.41	150	6,091.41	170	6,091.41
31	6,091.41	51	6,091.41	71	6,091.41	91	6,091.41	111	6,091.41	131	6,091.41	151	6,091.41	171	6,091.41
32	6,091.41	52	6,091.41	72	6,091.41	92	6,091.41	112	6,091.41	132	6,091.41	152	6,091.41	172	6,091.41
33	6,091.41	53	6,091.41	73	6,091.41	93	6,091.41	113	6,091.41	133	6,091.41	153	6,091.41	173	6,091.41
34	6,091.41	54	6,091.41	74	6,091.41	94	6,091.41	114	6,091.41	134	6,091.41	154	6,091.41	174	6,091.41
35	6,091.41	55	6,091.41	75	6,091.41	95	6,091.41	115	6,091.41	135	6,091.41	155	6,091.41	175	6,091.41
36	6,091.41	56	6,091.41	76	6,091.41	96	6,091.41	116	6,091.41	136	6,091.41	156	6,091.41	176	6,091.41
37	6,091.41	57	6,091.41	77	6,091.41	97	6,091.41	117	6,091.41	137	6,091.41	157	6,091.41	177	6,091.41
38	6,091.41	58	6,091.41	78	6,091.41	98	6,091.41	118	6,091.41	138	6,091.41	158	6,091.41	178	6,091.41
39	6,091.41	59	6,091.41	79	6,091.41	99	6,091.41	119	6,091.41	139	6,091.41	159	6,091.41	179	6,091.41
40	6,091.41	60	6,091.41	80	6,091.41	100	6,091.41	120	6,091.41	140	6,091.41	160	6,091.41	180	6,091.41
41	6,091.41	61	6,091.41	81	6,091.41	101	6,091.41	121	6,091.41	141	6,091.41	161	6,091.41	181	6,091.41
42	6,091.41	62	6,091.41	82	6,091.41	102	6,091.41	122	6,091.41	142	6,091.41	162	6,091.41	182	6,091.41
43	6,091.41	63	6,091.41	83	6,091.41	103	6,091.41	123	6,091.41	143	6,091.41	163	6,091.41	183	6,091.41
44	6,091.41	64	6,091.41	84	6,091.41	104	6,091.41	124	6,091.41	144	6,091.41	164	6,091.41	184	6,091.41
45	6,091.41	65	6,091.41	85	6,091.41	105	6,091.41	125	6,091.41	145	6,091.41	165	6,091.41	185	6,091.41
46	6,091.41	66	6,091.41	86	6,091.41	106	6,091.41	126	6,091.41	146	6,091.41	166	6,091.41	186	6,091.41
47	6,091.41	67	6,091.41	87	6,091.41	107	6,091.41	127	6,091.41	147	6,091.41	167	6,091.41	187	6,091.41
48	6,091.41	68	6,091.41	88	6,091.41	108	6,091.41	128	6,091.41	148	6,091.41	168	6,091.41	188	6,091.41
49	6,091.41	69	6,091.41	89	6,091.41	109	6,091.41	129	6,091.41	149	6,091.41	169	6,091.41	189	6,091.41
50	6,091.41	70	6,091.41	90	6,091.41	110	6,091.41	130	6,091.41	150	6,091.41	170	6,091.41	190	6,091.41
51	6,091.41	71	6,091.41	91	6,091.41	111	6,091.41	131	6,091.41	151	6,091.41	171	6,091.41	191	6,091.41
52	6,091.41	72	6,091.41	92	6,091.41	112	6,091.41	132	6,091.41	152	6,091.41	172	6,091.41	192	6,091.41
53	6,091.41	73	6,091.41	93	6,091.41	113	6,091.41	133	6,091.41	153	6,091.41	173	6,091.41	193	6,091.41
54	6,091.41	74	6,091.41	94	6,091.41	114	6,091.41	134	6,091.41	154	6,091.41	174	6,091.41	194	6,091.41
55	6,091.41	75	6,091.41	95	6,091.41	115	6,091.41	135	6,091.41	155	6,091.41	175	6,091.41	195	6,091.41
56	6,091.41	76	6,091.41	96	6,091.41	116	6,091.41	136	6,091.41	156	6,091.41	176	6,091.41	196	6,091.41
57	6,091.41	77	6,091.41	97	6,091.41	117	6,091.41	137	6,091.41	157	6,091.41	177	6,091.41	197	6,091.41
58	6,091.41	78	6,091.41	98	6,091.41	118	6,091.41	138	6,091.41	158	6,091.41	178	6,091.41	198	6,091.41
59	6,091.41	79	6,091.41	99	6,091.41	119	6,091.41	139	6,091.41	159	6,091.41	179	6,091.41	199	6,091.41
60	6,091.41	80	6,091.41	100	6,091.41	120	6,091.41	140	6,091.41	160	6,091.41	180	6,091.41	200	6,091.41



AGENDA ITEM REVIEW FORM

Special City Council Meeting

5. E.

Meeting Date: 12/28/2022

Department Head: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Submitted By: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2245. A resolution of the Mayor and City Council of the City of San Luis, Arizona, declaring its intention to provide the Enhanced Municipal Services of operating, maintaining and improving certain retention basins serving the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**

SUMMARY:

As a requirement of the City of San Luis Subdivision Regulations, an Enhanced Municipal Services Improvement District is required for new subdivisions. The city has received a petition to form an Enhanced Municipal Services Improvement District for operating and maintaining certain retention basins serving the area described as Bienestar Estates 12 Phase 1 Subdivision. This is the resolution to create that district.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2245.

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

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

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

N/A

Attachments

Resolution No. 2245



Resolution

No. 2245

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, DECLARING ITS INTENTION TO PROVIDE THE ENHANCED MUNICIPAL SERVICE IMPROVEMENT DISTRICT OF OPERATING AND MAINTAINING CERTAIN RETENTION BASINS SERVING THE AREA DESCRIBED AS BIENESTAR ESTATES 12 PHASE 1 SUBDIVISION, SAN LUIS, ARIZONA.

WHEREAS, a petition for enhanced municipal services has been presented by all of the real property owners of record for the real property described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona.

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

Section 1: The City of San Luis hereby creates an enhanced municipal services district to be tentatively known as Bienestar Estates 12 Phase 1 Municipal Services Improvement District for the area described as Bienestar Estates 12 Phase 1 Subdivision, City of San Luis, Arizona, and as further shown on the subdivision plat or plats of record for Bienestar Estates 12 Phase 1 Subdivision with the Office of Public Works Director and the Office of City Engineer of the City of San Luis, Arizona. The legal description for the district is as follows:

See exhibit A attached hereto.

Section 2: That the public interest and convenience require, and it is the intention of the governing body of the City of San Luis to provide, for the enhance municipal services of the operation and maintenance of retention basins described as Bienestar Estates 12 Phase 1 Subdivision, City of San Luis, Arizona.

Section 3: That the operation and maintenance of said retention basins shall be in accordance with the plan showing location, type and character of the enhanced municipal services, as well as duplicate diagrams of the property contained within the improvement district which is here by approved and adopted by the Council of the City of San Luis, Arizona, and on file in the office of the City Engineer, tentatively known as Bienestar Estates 12 Phase 1 Municipal Services Improvement District.

Section 4: That all lots within the Improvement District will benefit by the enhanced municipal services of the operation and maintenance of said retention basins at a higher level or greater degree than provided in the remainder of the City of San Luis that is not included in the Improvement District.

That the City Council shall make an annual statement and/or statements of the expenses relative to the District for the operation and maintenance of said retention basins which shall be provided by the levy and collection of the ad valorem taxes of the assessed value of all property, real and personal, in the District as provided in Title 48 of the Arizona Revised Statutes, which taxes shall be collected in the amount shown by the statement adopted by the City Council.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this **28th** day of **December 2022**.

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

Kay Marion Macuil, City Attorney

**PETITION, WAIVER, AND CONSENT TO FORMATION
OF AN ENHANCED MUNICIPAL SERVICES IMPROVEMENT DISTRICT
BY THE CITY OF SAN LUIS**

Bienestar Estates 12 Phase 1 Municipal Services Improvement District

MID Name

Bienestar Estates 12 Phase 1 Subdivision

Subdivision Name

**To: Honorable Mayor and City Council
 City of San Luis, Arizona**

Pursuant to Arizona Revised Statutes, Section 48-571 to 48-617, as amended, and specifically A.R.S. §48-575 and §48-576 the undersigned property owner respectfully petitions the City Council of the City of San Luis, Arizona ("City Council") to order the formation of an Enhanced Municipal Service District ("District") under Arizona Revised Statutes, Title 48 Chapter 4, Article 2. In support of this petition, the undersigned agrees to waive certain rights under the Arizona Improvement District Law and to consent to the formation and completion of the District.

1. Area of District. The proposed District is described by a map/diagram and by a legal description on "Exhibit A" that is attached hereto and incorporated herein by reference. The proposed District consists of 40.92 acres and is entirely within the corporate boundaries of the City of San Luis.
2. Ownership. The undersigned (is) (are) the sole owner(s) of the real property within the proposed District (the "Petitioner(s)") including any required public dedications of property.
3. Purpose. The District is proposed to be formed for the purpose of the installation, operation, maintenance, repair, and improvements of retention basins serving Bienestar Estates 12 Phase 1 Subdivision.
4. Public Convenience and Necessity. The necessity for the proposed District is for the installation, operation, maintenance, repair, and improvements of retention basins serving the proposed District by the levying of special assessments in the proposed District.
5. Waiver and Consent. The Petitioners, with full knowledge of their rights being waived hereunder, hereby expressly waive all of the following:
 - (a) Any and all irregularities, illegalities, or deficiencies which may exist in the acts or proceedings resulting in the adoption of the Resolution of Intention and the Resolution Ordering the Work relating to the District.
 - (b) Any necessity for publication and posting of the Resolution of Intention and the Notice of Proposed Improvements.

- Further, the improvements described above are of more than local or ordinary public benefit, and not a general public benefit.

COMITE DE BIENESTAR, INC
963 E. B Street
San Luis, Arizona 85349

Parcel ID

The foregoing acknowledged before me this 21st day of December, 2022 by George Guerrero, President of Comite De Bienestar Inc., an Arizona Corporation, on behalf of said Corporation.


Notary Public



ACCEPTED AND APPROVED BY:

CITY OF SAN LUIS, ARIZONA AN
ARIZONA MUNICIPAL CORPORATION

By: _____
Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

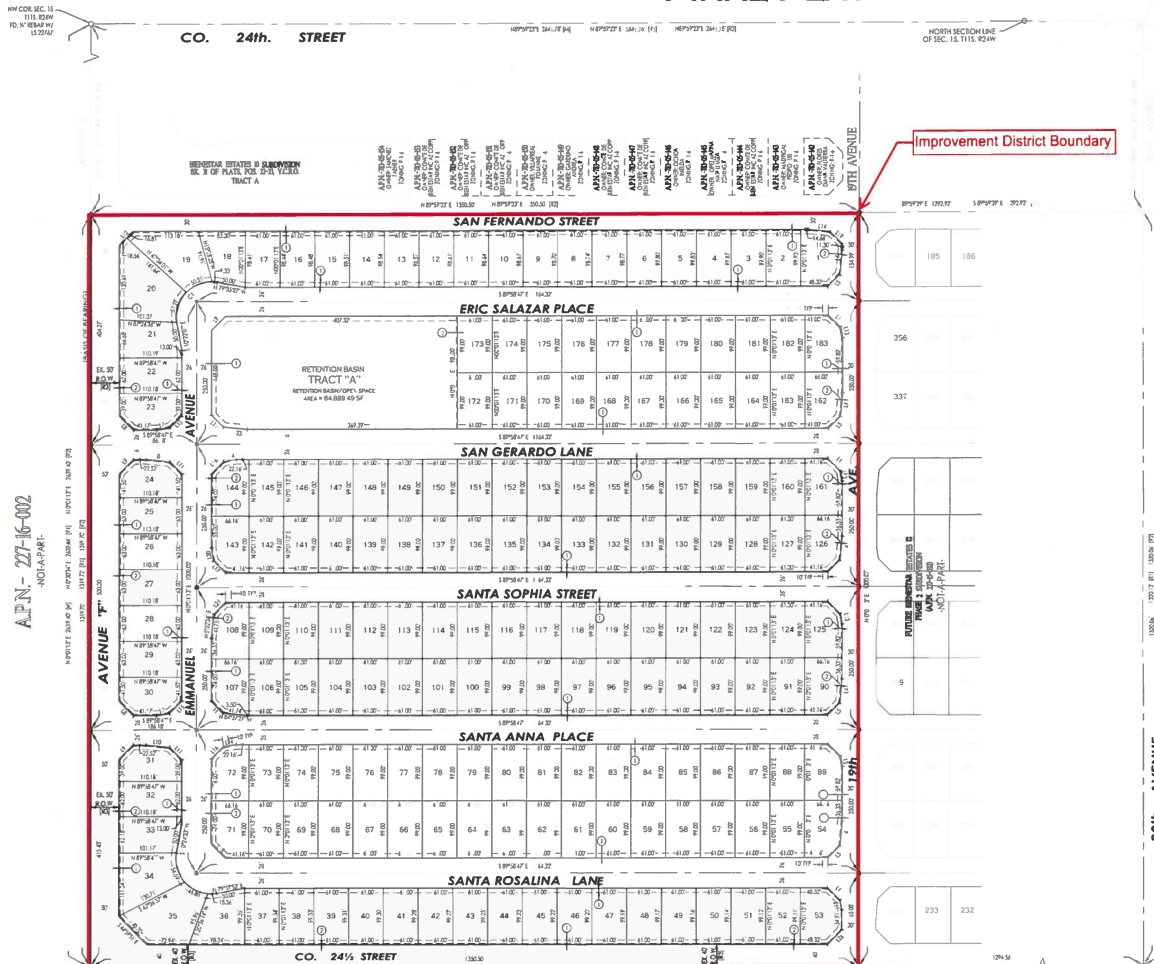
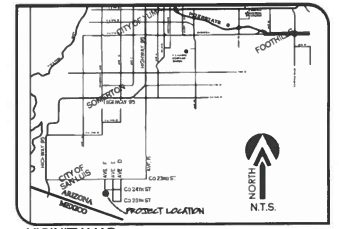
Kay Marion Macuil, City Attorney

BIENESTAR ESTATES 12 - PHASE 1 SUBDIVISION

A SUBDIVISION OF OF PARCEL "B1" OF BIENESTAR ESTATES 12 - LOT SPLIT, AS RECORDED IN BK. 34,
OF PLATS, PG. 07, YUMA COUNTY RECORDERS OFFICE, YUMA COUNTY, AZ., ALSO BEING A PORTION OF
THE S $\frac{1}{2}$ OF THE NW $\frac{1}{4}$ OF SECTION 15, T11S, R24W, G.&S.R.B.&M., YUMA COUNTY, ARIZONA.

SEPTEMBER OF 2022 ACREAGE: 40.92 AC (GROSS)

FINAL PLAT



KEYNOTES

- ① NEW E UTILITY EASEMENT
- ② NEW E NON-ACCESS EASEMENT

NOTE

- + PROPERTY CORNER TO BE MARKED BY 1/2" DIA. IRON PIPE IN THE GROUND
- + PROJECT SHOWN R-14

OWNER OF RECORD:

COMTE DE BIENESTAR
100 S. 7th Street
PO BOX 7170
SAN LUIS, AZ. 85349

BASIS OF BEARING

THE WEST BOUNDARY OF SECTION 15, T11S, R24W, G.&S.R.B.&M., YUMA COUNTY, ARIZONA, BEING THE LINE OF CORNER OF VARIOUS RANCHES SUBDIVISIONS AS RECORDED IN BOOK 37 OF PLATS, PAGE 14, & YUMA COUNTY RECORDERS OFFICE, YUMA COUNTY, ARIZONA.

BEARING N 0° 0' 11.13" E

LEGEND

- INDICATES BOUNDARY LINE
- INDICATES CENTERLINE
- INDICATES BASEMENT LINE
- NEW LOT NUMBER
- NEW YUMA COUNTY STD. DETAIL No. 4-000 SUBD BOUNDARY MONUMENT
- NEW YUMA COUNTY STD. DETAIL No. 4-000 SUBD BOUNDARY MONUMENT
- EXISTING MONUMENT (TYPE AS SHOWN)
- B.C. INDICATES BRASS CAP
- Y.C.R. INDICATES YUMA COUNTY RECORDERS
- G.L.O. INDICATES GENERAL LAND OFFICE
- N.A.E. INDICATES NON-ACCESS EASEMENT
- (M) INDICATES MEASURED DATA
- (R1) DATA REFERS TO U.S.B.S. BALANCED SECTION OF SECTION 15, T11S, R24W, G.&S.R.B.&M., YUMA COUNTY, ARIZONA, AS RECORDED IN BOOK 37, PAGE 14, Y.C.R.
- (R2) DATA REFERS TO BIENESTAR ESTATES 11A, AS RECORDED IN BOOK 31, PAGE 58, Y.C.R.
- (R3) DATA REFERS TO BIENESTAR ESTATES 11 LOT SPLIT, AS RECORDED IN BOOK 31, PAGE 58, Y.C.R.

LINE DATA

LINE NUMBER	BEARING	LENGTH	LINE NUMBER	BEARING	LENGTH
11	N 4° 0' 0" E	31.36	116	S 4° 0' 0" E	30.55
12	S 1° 0' 0" E	12.24	117	S 4° 0' 0" E	30.55
13	S 1° 0' 0" E	31.36	118	S 4° 0' 0" E	30.55
14	N 1° 0' 0" E	41.75	119	N 4° 0' 0" E	30.55
15	N 4° 0' 0" E	29.84	120	N 4° 0' 0" E	30.55
16	N 4° 0' 0" E	30.55	121	N 4° 0' 0" E	30.55
17	N 4° 0' 0" E	29.84	122	N 4° 0' 0" E	30.55
18	S 4° 0' 0" E	30.55	123	S 4° 0' 0" E	30.55
19	S 4° 0' 0" E	30.55	124	S 4° 0' 0" E	30.55
20	N 4° 0' 0" E	41.75	125	N 4° 0' 0" E	30.55
21	N 4° 0' 0" E	29.84	126	N 4° 0' 0" E	30.55
22	S 4° 0' 0" E	30.55	127	S 4° 0' 0" E	30.55
23	N 4° 0' 0" E	30.55	128	N 4° 0' 0" E	30.55
24	N 4° 0' 0" E	30.55	129	N 4° 0' 0" E	30.55
25	N 4° 0' 0" E	30.55	130	N 4° 0' 0" E	30.55

LOT AREAS TABLE:

LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)
1	4,000.00	17	4,000.00	33	4,000.00	49	4,000.00	65	4,000.00	81	4,000.00	97	4,000.00	113	4,000.00
2	4,000.00	18	4,000.00	34	4,000.00	50	4,000.00	66	4,000.00	82	4,000.00	98	4,000.00	114	4,000.00
3	4,000.00	19	4,000.00	35	4,000.00	51	4,000.00	67	4,000.00	83	4,000.00	99	4,000.00	115	4,000.00
4	4,000.00	20	4,000.00	36	4,000.00	52	4,000.00	68	4,000.00	84	4,000.00	100	4,000.00	116	4,000.00
5	4,000.00	21	4,000.00	37	4,000.00	53	4,000.00	69	4,000.00	85	4,000.00	101	4,000.00	117	4,000.00
6	4,000.00	22	4,000.00	38	4,000.00	54	4,000.00	70	4,000.00	86	4,000.00	102	4,000.00	118	4,000.00
7	4,000.00	23	4,000.00	39	4,000.00	55	4,000.00	71	4,000.00	87	4,000.00	103	4,000.00	119	4,000.00
8	4,000.00	24	4,000.00	40	4,000.00	56	4,000.00	72	4,000.00	88	4,000.00	104	4,000.00	120	4,000.00
9	4,000.00	25	4,000.00	41	4,000.00	57	4,000.00	73	4,000.00	89	4,000.00	105	4,000.00	121	4,000.00
10	4,000.00	26	4,000.00	42	4,000.00	58	4,000.00	74	4,000.00	90	4,000.00	106	4,000.00	122	4,000.00
11	4,000.00	27	4,000.00	43	4,000.00	59	4,000.00	75	4,000.00	91	4,000.00	107	4,000.00	123	4,000.00
12	4,000.00	28	4,000.00	44	4,000.00	60	4,000.00	76	4,000.00	92	4,000.00	108	4,000.00	124	4,000.00
13	4,000.00	29	4,000.00	45	4,000.00	61	4,000.00	77	4,000.00	93	4,000.00	109	4,000.00	125	4,000.00
14	4,000.00	30	4,000.00	46	4,000.00	62	4,000.00	78	4,000.00	94	4,000.00	110	4,000.00	126	4,000.00
15	4,000.00	31	4,000.00	47	4,000.00	63	4,000.00	79	4,000.00	95	4,000.00	111	4,000.00	127	4,000.00
16	4,000.00	32	4,000.00	48	4,000.00	64	4,000.00	80	4,000.00	96	4,000.00	112	4,000.00	128	4,000.00
17	4,000.00	33	4,000.00	49	4,000.00	65	4,000.00	81	4,000.00	97	4,000.00	113	4,000.00	129	4,000.00
18	4,000.00	34	4,000.00	50	4,000.00	66	4,000.00	82	4,000.00	98	4,000.00	114	4,000.00	130	4,000.00
19	4,000.00	35	4,000.00	51	4,000.00	67	4,000.00	83	4,000.00	99	4,000.00	115	4,000.00	131	4,000.00
20	4,000.00	36	4,000.00	52	4,000.00	68	4,000.00	84	4,000.00	100	4,000.00	116	4,000.00	132	4,000.00
21	4,000.00	37	4,000.00	53	4,000.00	69	4,000.00	85	4,000.00	101	4,000.00	117	4,000.00	133	4,000.00
22	4,000.00	38	4,000.00	54	4,000.00	70	4,000.00	86	4,000.00	102	4,000.00	118	4,000.00	134	4,000.00
23	4,000.00	39	4,000.00	55	4,000.00	71	4,000.00	87	4,000.00	103	4,000.00	119	4,000.00	135	4,000.00
24	4,000.00	40	4,000.00	56	4,000.00	72	4,000.00	88	4,000.00	104	4,000.00	120	4,000.00	136	4,000.00
25	4,000.00	41	4,000.00	57	4,000.00	73	4,000.00	89	4,000.00	105	4,000.00	121	4,000.00	137	4,000.00
26	4,000.00	42	4,000.00	58	4,000.00	74	4,000.00	90	4,000.00	106	4,000.00	122	4,000.00	138	4,000.00
27	4,000.00	43	4,000.00	59	4,000.00	75	4,000.00	91	4,000.00	107	4,000.00	123	4,000.00	139	4,000.00
28	4,000.00	44	4,000.00	60	4,000.00	76	4,000.00	92	4,000.00	108	4,000.00	124	4,000.00	140	4,000.00
29	4,000.00	45	4,000.00	61	4,000.00	77	4,000.00	93	4,000.00	109	4,000.00	125	4,000.00	141	4,000.00
30	4,000.00	46	4,000.00	62	4,000.00	78	4,000.00	94	4,000.00	110	4,000.00	126	4,000.00	142	4,000.00
31	4,000.00	47	4,000.00	63	4,000.00	79	4,000.00	95	4,000.00	111	4,000.00	127	4,000.00	143	4,000.00
32	4,000.00	48	4,000.00	64	4,000.00	80	4,000.00	96	4,000.00	112	4,000.00	128	4,000.00	144	4,000.00
33	4,000.00	49	4,000.00	65	4,000.00	81	4,000.00	97	4,000.00	113	4,000.00	129	4,000.00	145	4,000.00
34	4,000.00	50	4,000.00	66	4,000.00	82	4,000.00	98	4,000.00	114	4,000.00	130	4,000.00	146	4,000.00
35	4,000.00	51	4,000.00	67	4,000.00	83	4,000.00	99	4,000.00	115	4,000.00	131	4,000.00	147	4,000.00
36	4,000.00	52	4,000.00	68	4,000.00	84	4,000.00	100	4,000.00	116	4,000.00	132	4,000.00	148	4,000.00
37	4,000.00	53	4,000.00	69	4,000.00	85	4,000.00	101	4,000.00	117	4,000.00	133	4,000.00	149	4,000.00
38	4,000.00	54	4,000.00	70	4,000.00	86	4,000.00	102	4,000.00	118	4,000.00	134	4,000.00	150	4,000.00
39	4,000.00	55	4,000.00	71	4,000.00	87	4,000.00	103	4,000.00	119	4,000.00	135	4,000.00	151	4,000.00
40	4,000.00	56	4,000.00	72	4,000.00	88	4,000.00	104	4,000.00	120	4,000.00	136	4,000.00	152	4,000.00
41	4,000.00	57	4,000.00	73	4,000.00	89	4,000.00	105	4,000.00	121	4,000.00	137	4,000.00	153	4,000.00
42	4,000.00	58	4,000.00	74	4,000.00	90	4,000.00	106	4,000.00	122	4,000.00	138	4,000.00	154	4,000.00
43	4,000.00	59	4,000.00	75	4,000.00	91	4,000.00	107	4,000.00	123	4,000.00	139	4,000.00	155	4,000.00
44	4,000.00	60	4,000.00	76	4,000.00	92	4,000.00	108	4,000.00	124	4,000.00	140	4,000.00	156	4,000.00
45	4,000.00	61	4,000.00	77	4,000.00	93	4,000.00	109	4,000.00	125	4,000.00	141	4,000.00	157	4,000.00
46	4,000.00	62	4,000.00	78	4,000.00	94	4,000.00	110	4,000.00	126	4,000.00	142	4,000.00	158	4,000.00
47	4,000.00	63	4,000.00	79	4,000.00	95	4,000.00	111	4,000.00	127	4,000.00	143	4,000.00	159	4,000.00
48	4,000.00	64	4,000.00	80	4,000.00	96	4,000.00	112	4,000.00	128	4,000.00	144	4,000.00	160	4,000.00
49	4,000.00	65	4,000.00	81	4,000.00	97	4,000.00	113	4,000.00	129	4,000.00	145	4,000.00	161	4,000.00
50	4,000.00	66	4,000.00	82	4,000.00	98	4,000.00	114	4,000.00	130	4,000.00	146	4,000.00	162	4,000.00
51	4,000.00	67	4,000.00	83	4,000.00	99	4,000.00	115	4,000.00	131	4,000.00	147	4,000.00	163	4,000.00
52	4,000.00	68	4,000.00	84	4,000.00	100	4,000.00	116	4,000.00	132	4,000.00	148	4,000.00	164	4,000.00
53	4,000.00	69	4,000.00	85	4,000.00	101	4,000.00	117	4,000.00	133	4,000.00	149	4,000.00	165	4,000.00
54	4,000.00	70	4,000.00	86	4,000.00	102	4,000.00	118	4,000.00	134	4,000.00	150	4,000.00	166	4,000.00
55	4,000.00	71	4,000.00	87	4,000.00	103	4,000.00	119	4,000.00	135	4,000.00	151	4,000.00	167	4,000.00
56	4,000.00	72	4,000.00	88	4,000.00	104	4,000.00	120	4,000.00	136	4,000.00	152	4,000.00	168	4,000.00
57	4,000.00	73	4,000.00	89	4,000.00	105	4,000.00	121	4,000.00	137	4,000.00	153	4,000.00	169	4,000.00



AGENDA ITEM REVIEW FORM

Special City Council Meeting

5. F.

Meeting Date: 12/28/2022

Department Head: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Submitted By: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2246. A resolution of the Mayor and City Council of the City of San Luis, Arizona, declaring its intention of operating, maintaining, repairing and improving certain landscape improvements included within, near and adjacent to the retention and detention basins and parking and parkways and related facilities together with appurtenant structures serving the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**

SUMMARY:

As a requirement of the City of San Luis Subdivision Regulations, all developers are responsible for completely landscaping their development projects according to the approved plans. In particular, subdivisions are required to provide landscaping along certain arterial and collector streets, in retention basins and in other locations as provided in city regulations. In addition, developers may provide paths, trails and other amenities in the common open space areas adjacent to arterial and collector streets. Neighborhood landscape amenities add value to properties, enhance walkability and improve community aesthetics.

The state legislature permits the creation of Municipal Improvement Districts for cities and towns to provide a dedicated funding stream for maintenance, repair and improvements of pedestrian malls, off-street parking facilities, retention basins and parking and parkways. This Improvement District will be utilized for landscape maintenance and improvements serving Bienestar Estates 12 Phase 1 Subdivision. Residents within the Improvement District will pay a special assessment on their property tax bill.

This resolution authorizes the creation of Bienestar Estates 12 Phase 1 Landscape Improvement District to serve Bienestar Estates 12 Phase 1 Subdivision. After approval of this resolution, a second resolution ordering the improvements is needed to finalize the formation of the Improvement District process.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2246.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: N/A
CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

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

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

N/A

Attachments

Resolution No. 2246



Resolution

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 2246

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA DECLARING ITS INTENTION TO PROVIDE THE ENHANCED MUNICIPAL SERVICES OF MAINTAINING AND REPAIRING CERTAIN LANDSCAPE IMPROVEMENTS INCLUDED WITHIN, NEAR AND ADJACENT TO THE RETENTION BASINS AND PARKING AND PARKWAYS AND RELATED FACILITIES TOGETHER WITH APPURTENANT STRUCTURES SERVING THE AREA DESCRIBED AS BIENESTAR ESTATES 12 PHASE 1 LANDSCAPE IMPROVEMENT DISTRICT, SAN LUIS, ARIZONA.

WHEREAS, pursuant to Title 48, Chapter 4, Article 2, Arizona Revised Statutes, a Municipal Improvement District (MID) may be formed for the sole purpose of the operation maintenance, repair and improvements of pedestrian malls, off-street parking facilities, retention and detention basins, and parkings and parkways;

WHEREAS, a petition has been received by Mayor and City Council of the City of San Luis to form a MID to provide operation, maintenance, improvements and repair of the landscape improvements within, near and adjacent to the retention and detention basins and the parkings and parkways and related improvements in the Bienestar Estates 12 Phase 1 Subdivision;

WHEREAS, the formation of a MID for the operation, maintenance and repair of the landscape improvements within, near, and adjacent to retention and detention basins and the parkings and parkways and related improvements serving Bienestar Estates 12 Phase 1 will provide a dedicated stream of funding for the maintenance of those improvements and will provide neighborhood decisions on those improvements, and will privatize the maintenance of those improvements;

WHEREAS, the Mayor and City Council of the City of San Luis, Arizona, find and declare that the formation of the MID to provide the operation, maintenance and repair of the landscape improvements within, near, and adjacent to the retention and detention basins and the parkings and parkways and related improvements in the Bienestar Estates 12 Phase 1 Subdivision to be of more than local or ordinary public benefit, and not a general public benefit, and further that the expenses of said operation, maintenance, and repair shall be Bienestar Estates 12 Phase 1 District;

WHEREAS, the Mayor and City Council of the City of San Luis, Arizona, find and declare that the operation, maintenance, and repair of landscaping improvements in the retention and detention basins and the parkings and parkways and related improvements in the District is incidental to the maintenance and preservation of the retention and detention basins and the parkings and parkways and related improvements, has aesthetic value, and maintains and increases the value of property within the District;

WHEREAS, the Mayor and City Council of the City of San Luis, Arizona find and declare that the operation, maintenance, and repair of landscaping improvements within, near or adjacent to the retention and detention basins and the parkings and parkways and related improvements in the MID preserves and promotes the health, safety, and welfare of those citizens living within the District as well as preservation of the streets and parkways in the District which may be adversely impacted by drainage; and,

WHEREAS, the Mayor and City Council of the City of San Luis, Arizona find and declare that the operation, maintenance, and repair of a landscaped buffer between a parkway and the adjacent developments reduces the visual and other impact of light, air, and noise pollution and tends to increase personal and vehicular safety on the parkway and decreases the likelihood vehicular accidents will harm adjacent developments in furtherance of the health, safety and welfare of those citizens living within the District.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of San Luis as follows:

Section 1: The petition to form a MID for Bienestar Estates 12 Phase 1 purporting to be signed by all of the real property owners within the proposed District attached as Exhibit "A" is hereby accepted as provided in A.R.S. § 48-574(C).

Section 2: Bienestar Estates 12 Phase 1 Landscape, serving Bienestar Estates 12 Phase 1 to operate, maintain and repair landscaping improvements included within, near, and adjacent to the retention and detention basins and parkings and parkways and related facilities together with appurtenant structures of Bienestar Estates 12 Phase 1, is hereby created.

Section 3: The expenses of Bienestar Estates 12 Phase 1 Landscape shall be assessed to the several properties within the MID as provided for in A.R.S. § 48-574 et seq.

Section 4: No sooner than fifteen (15) calendar days after this Resolution is adopted, City staff shall present a legal description of the boundary for Bienestar Estates 12 Phase 1 Landscape and a diagram for Bienestar Estates 12 Phase 1 Landscape to Mayor and City Council for consideration to declare an intention to order improvements to Bienestar Estates 12 Phase 1 Landscape as provided in A.R.S. § 48-576.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this 28th day of December 2022.

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

Kay Marion Macuil, City Attorney

**PETITION, WAIVER, AND CONSENT TO FORMATION
OF A MUNICIPAL IMPROVEMENT DISTRICT
BY THE CITY OF SAN LUIS**

Bienestar Estates 12 Phase 1 Landscape Improvement District

MID Name

Bienestar Estates 12 Phase 1 Subdivision

Subdivision Name

**To: Honorable Mayor and City Council
 City of San Luis, Arizona**

Pursuant to Arizona Revised Statutes ("A.R.S.") §48-574, the undersigned property owners respectfully petitions the Mayor and City Council of the City of San Luis, Arizona (the "City Council") to order the formation of a Municipal Improvement District (the "District") under A.R.S., Title 48, Chapter 4, Article 2. In support of this petition, the undersigned agrees to waive certain rights under Arizona Improvement District Law and to consent to the formation and completion of the District.

1. Area of District. The proposed District is described by a map/diagram and by a legal description on "Exhibit A" that is attached hereto and incorporated herein by reference. The proposed District consists of 40.92 acres and is entirely within the corporate boundaries of the City of San Luis.
2. Ownership. The undersigned (is) (are) the sole owner(s) of the real property within the proposed District (the "Petitioner(s)") including any required public dedications of property.
3. Purpose. The District is proposed to be formed for the purpose of the installation, operation, maintenance, repair, and improvements of landscape, irrigation, cluster box units, subdivision signs, and hardscape in pedestrian malls, off-street parking facilities, retention and detention basins, parkings and parkways adjacent to designated public roadways within the proposed District.
4. Public Convenience and Necessity. The necessity for the proposed District is for the operation, maintenance, repair, and improvements of landscape, irrigation, cluster box units, subdivision signs, and hardscape in parkways and parkings adjacent to designated public roadways within the proposed District by the levying of special assessments in the proposed District.
5. Waiver and Consent. The Petitioners, with full knowledge of their rights being waived hereunder, hereby expressly waive all of the following:
 - (a) Any and all irregularities, illegalities, or deficiencies which may exist in the acts or proceedings resulting in the adoption of the Resolution of Intention and the Resolution Ordering the Work relating to the District.

ACCEPTED AND APPROVED BY:

CITY OF SAN LUIS, ARIZONA AN
ARIZONA MUNICIPAL CORPORATION

By: _____
Nieves Riedel, Mayor

ATTEST:

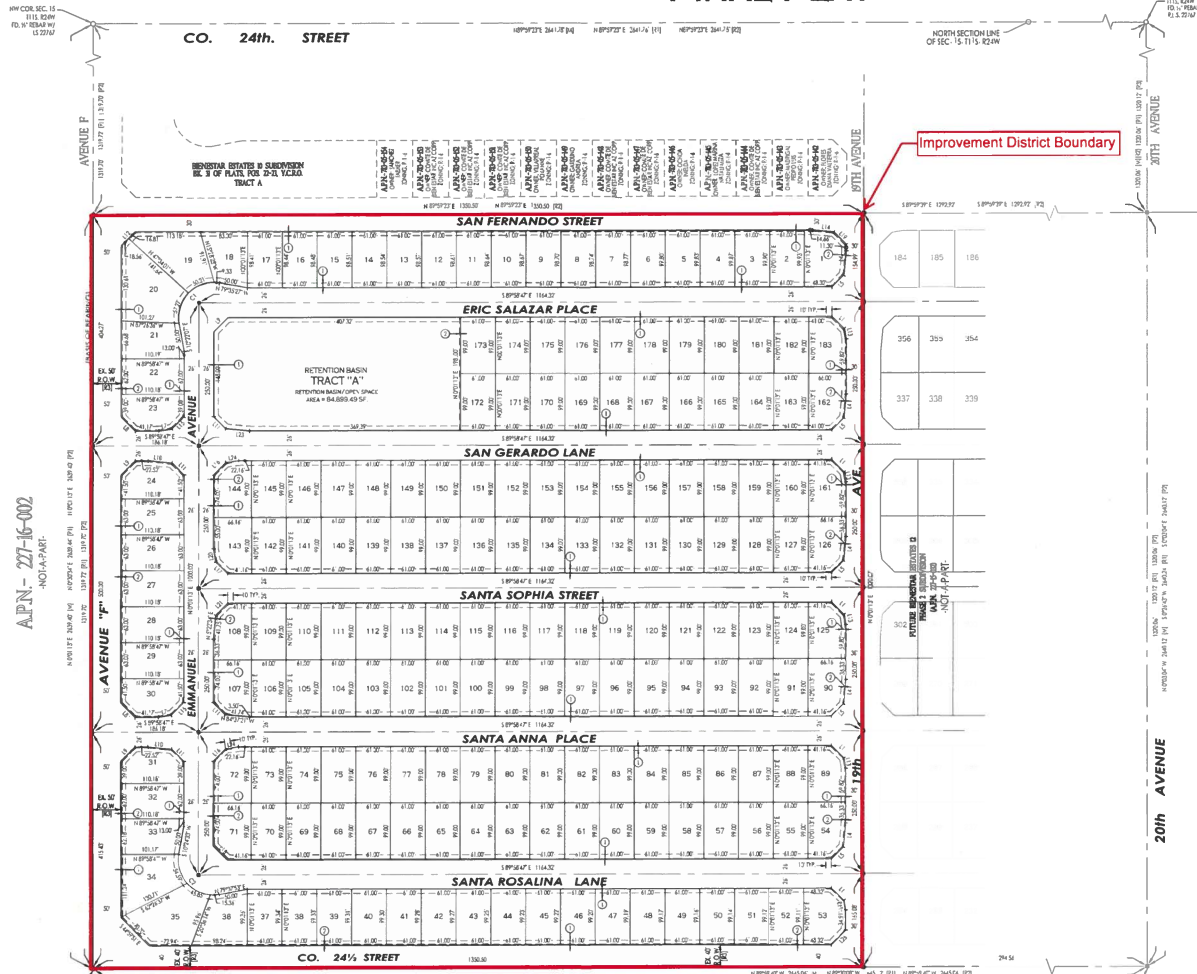
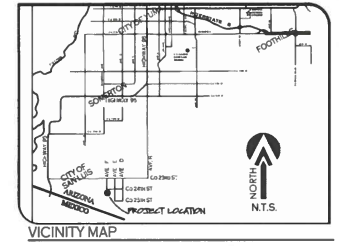
Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

Kay Marion Macuil, City Attorney

BIENESTAR ESTATES 12 - PHASE 1 SUBDIVISION

A SUBDIVISION OF OF PARCEL "B1" OF BIENESTAR ESTATES 12 - LOT SPLIT, AS RECORDED IN BK. 34,
OF PLATS, PG. 07, YUMA COUNTY RECORDERS OFFICE, YUMA COUNTY, AZ., ALSO BEING A PORTION OF
THE S $\frac{1}{2}$ OF THE NW $\frac{1}{4}$ OF SECTION 15, T11S, R24W, G.&S.R.B.&M., YUMA COUNTY, ARIZONA.
SEPTEMBER OF 2022 ACREAGE: 40.92 AC (GROSS)
FINAL PLAT



KEYNOTES

- ① NEW EASEMENT
- ② NEW EASEMENT

NOTE

- PROPERTY CORNER TO BE MARKED BY 1/2\"/>

OWNER OF RECORD:

COMITE DE BIENESTAR
P.O. BOX 117
SAN LUIS, AZ. 85349

BASIS OF BEARING

THE WEST SECTION LINE OF SECTION 15, T11S, R24W, G.&S.R.B.&M., YUMA COUNTY, ARIZONA, ALSO BEING A PORTION OF THE S $\frac{1}{2}$ OF THE NW $\frac{1}{4}$ OF SECTION 15, T11S, R24W, G.&S.R.B.&M., YUMA COUNTY, ARIZONA, AS RECORDED IN BOOK 31, PAGE 10, T.C.R.

LEGEND

- INDICATES BOUNDARY LINE
- INDICATES EASEMENT LINE
- INDICATES EASEMENT LINE
- NEW LOT NUMBER
- NEW YUMA COUNTY STD. DETAIL NO. 4-000 SUBD BOUNDARY IMPROVEMENT
- NEW YUMA COUNTY STD. DETAIL NO. 4-000 STREET IMPROVEMENT
- EXISTING IMPROVEMENT (TYPE AS SHOWN)
- INDICATES BRASS CAP
- INDICATES TOWN COUNTY RECORDERS
- INDICATES GENERAL LAND OFFICE
- INDICATES HIGH ACCESS EASEMENT
- INDICATES ACQUIRED DATA
- DATA REFERS TO U.S.B. BALANCED SECTION OF SECTION 15, T11S, R24W, DATED JUNE 1977
- DATA REFERS TO BIENESTAR ESTATES 11A, AS RECORDED IN BOOK 31, PAGE 10, T.C.R.
- DATA REFERS TO BIENESTAR ESTATES 11 LOT SPLIT, AS RECORDED IN BOOK 31, PAGE 58, T.C.R.

LINE DATA

LINE NUMBER	BEARING	SHORT (FEET)	LINE NUMBER	BEARING	LENGTH (FEET)
1	N 44°30'24\"/>	31.36	116	S 49°30'24\"/>	30.55
2	S 1°20'24\"/>	17.24	117	S 44°30'24\"/>	30.55
3	N 44°30'24\"/>	31.36	118	S 44°30'24\"/>	30.55
4	N 3°21'24\"/>	41.79	119	N 49°30'24\"/>	30.42
5	N 49°30'24\"/>	29.84	120	N 49°30'24\"/>	29.84
6	N 44°30'24\"/>	35.37	121	N 49°30'24\"/>	29.84
7	N 81°22'24\"/>	22.68	122	S 89°30'24\"/>	17.27
8	S 44°30'24\"/>	35.36	123	S 44°30'24\"/>	40.01
9	S 44°30'24\"/>	35.36	124	S 89°30'24\"/>	22.68
10	N 81°22'24\"/>	41.79	125	N 49°30'24\"/>	30.38
11	N 44°30'24\"/>	29.84	126	N 49°30'24\"/>	30.38
12	S 44°30'24\"/>	35.36	127	S 44°30'24\"/>	30.38
13	N 49°30'24\"/>	17.24	128	N 49°30'24\"/>	30.38
14	N 81°22'24\"/>	22.68	129	S 44°30'24\"/>	41.74
15	N 49°30'24\"/>	30.54	130	N 81°22'24\"/>	22.68

LOT AREAS TABLE:

LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)
1	4,497.45	21	4,631.45	41	4,631.45	61	4,631.45	81	4,631.45	101	4,631.45	121	4,631.45	141	4,631.45
2	4,631.45	22	4,631.45	42	4,631.45	62	4,631.45	82	4,631.45	102	4,631.45	122	4,631.45	142	4,631.45
3	4,631.45	23	4,631.45	43	4,631.45	63	4,631.45	83	4,631.45	103	4,631.45	123	4,631.45	143	4,631.45
4	4,631.45	24	4,631.45	44	4,631.45	64	4,631.45	84	4,631.45	104	4,631.45	124	4,631.45	144	4,631.45
5	4,631.45	25	4,631.45	45	4,631.45	65	4,631.45	85	4,631.45	105	4,631.45	125	4,631.45	145	4,631.45
6	4,631.45	26	4,631.45	46	4,631.45	66	4,631.45	86	4,631.45	106	4,631.45	126	4,631.45	146	4,631.45
7	4,631.45	27	4,631.45	47	4,631.45	67	4,631.45	87	4,631.45	107	4,631.45	127	4,631.45	147	4,631.45
8	4,631.45	28	4,631.45	48	4,631.45	68	4,631.45	88	4,631.45	108	4,631.45	128	4,631.45	148	4,631.45
9	4,631.45	29	4,631.45	49	4,631.45	69	4,631.45	89	4,631.45	109	4,631.45	129	4,631.45	149	4,631.45
10	4,631.45	30	4,631.45	50	4,631.45	70	4,631.45	90	4,631.45	110	4,631.45	130	4,631.45	150	4,631.45
11	4,631.45	31	4,631.45	51	4,631.45	71	4,631.45	91	4,631.45	111	4,631.45	131	4,631.45	151	4,631.45
12	4,631.45	32	4,631.45	52	4,631.45	72	4,631.45	92	4,631.45	112	4,631.45	132	4,631.45	152	4,631.45
13	4,631.45	33	4,631.45	53	4,631.45	73	4,631.45	93	4,631.45	113	4,631.45	133	4,631.45	153	4,631.45
14	4,631.45	34	4,631.45	54	4,631.45	74	4,631.45	94	4,631.45	114	4,631.45	134	4,631.45	154	4,631.45
15	4,631.45	35	4,631.45	55	4,631.45	75	4,631.45	95	4,631.45	115	4,631.45	135	4,631.45	155	4,631.45
16	4,631.45	36	4,631.45	56	4,631.45	76	4,631.45	96	4,631.45	116	4,631.45	136	4,631.45	156	4,631.45
17	4,631.45	37	4,631.45	57	4,631.45	77	4,631.45	97	4,631.45	117	4,631.45	137	4,631.45	157	4,631.45
18	4,631.45	38	4,631.45	58	4,631.45	78	4,631.45	98	4,631.45	118	4,631.45	138	4,631.45	158	4,631.45
19	4,631.45	39	4,631.45	59	4,631.45	79	4,631.45	99	4,631.45	119	4,631.45	139	4,631.45	159	4,631.45
20	4,631.45	40	4,631.45	60	4,631.45	80	4,631.45	100	4,631.45	120	4,631.45	140	4,631.45	160	4,631.45
21	4,631.45	41	4,631.45	61	4,631.45	81	4,631.45	101	4,631.45	121	4,631.45	141	4,631.45	161	4,631.45
22	4,631.45	42	4,631.45	62	4,631.45	82	4,631.45	102	4,631.45	122	4,631.45	142	4,631.45	162	4,631.45
23	4,631.45	43	4,631.45	63	4,631.45	83	4,631.45	103	4,631.45	123	4,631.45	143	4,631.45	163	4,631.45
24	4,631.45	44	4,631.45	64	4,631.45	84	4,631.45	104	4,631.45	124	4,631.45	144	4,631.45	164	4,631.45
25	4,631.45	45	4,631.45	65	4,631.45	85	4,631.45	105	4,631.45	125	4,631.45	145	4,631.45	165	4,631.45
26	4,631.45	46	4,631.45	66	4,631.45	86	4,631.45	106	4,631.45	126	4,631.45	146	4,631.45	166	4,631.45
27	4,631.45	47	4,631.45	67	4,631.45	87	4,631.45	107	4,631.45	127	4,631.45	147	4,631.45	167	4,631.45
28	4,631.45	48	4,631.45	68	4,631.45	88	4,631.45	108	4,631.45	128	4,631.45	148	4,631.45	168	4,631.45
29	4,631.45	49	4,631.45	69	4,631.45	89	4,631.45	109	4,631.45	129	4,631.45	149	4,631.45	169	4,631.45
30	4,631.45	50	4,631.45	70	4,631.45	90	4,631.45	110	4,631.45	130	4,631.45	150	4,631.45	170	4,631.45
31	4,631.45	51	4,631.45	71	4,631.45	91	4,631.45	111	4,631.45	131	4,631.45	151	4,631.45	171	4,631.45
32	4,631.45	52	4,631.45	72	4,631.45	92	4,631.45	112	4,631.45	132	4,631.45	152	4,631.45	172	4,631.45
33	4,631.45	53	4,631.45	73	4,631.45	93	4,631.45	113	4,631.45	133	4,631.45	153	4,631.45	173	4,631.45
34	4,631.45	54	4,631.45	74	4,631.45	94	4,631.45	114	4,631.45	134	4,631.45	154	4,631.45	174	4,631.45
35	4,631.45	55	4,631.45	75	4,631.45	95	4,631.45	115	4,631.45	135	4,631.45	155	4,631.45	175	4,631.45
36	4,631.45	56	4,631.45	76	4,631.45	96	4,631.45	116	4,631.45	136	4,631.45	156	4,631.45	176	4,631.45
37	4,631.45	57	4,631.45	77	4,631.45	97	4,631.45	117	4,631.45	137	4,631.45	157	4,631.45	177	4,631.45
38	4,631.45	58	4,631.45	78	4,631.45	98	4,631.45	118	4,631.45	138	4,631.45	158	4,631.45	178	4,631.45
39	4,631.45	59	4,631.45	79	4,631.45	99	4,631.45	119	4,631.45	139	4,631.45	159	4,631.45	179	4,631.45
40	4,631.45	60	4,631.45	80	4,631.45	100	4,631.45	120	4,631.45	140	4,631.45	160	4,631.45	180	4,631.45
41	4,631.45	61	4,631.45	81	4,631.45	101	4,631.45	121	4,631.45	141	4,631.45	161	4,631.45	181	4,631.45
42	4,631.45	62	4,631.45	82	4,631.45	102	4,631.45	122	4,631.45	142	4,631.45	162	4,631.45	182	4,631.45
43	4,631.45	63	4,631.45	83	4,631.45	103	4,631.45	123	4,631.45	143	4,631.45	163	4,631.45	183	4,631.45
44	4,631.45	64	4,631.45	84	4,631.45	104	4,631.45	124	4,631.45	144	4,631.45	164	4,631.45	184	4,631.45
45	4,631.45	65	4,631.45	85	4,631.45	105	4,631.45	125	4,631.45	145	4,631.45	165	4,631.45	185	4,631.45
46	4,631.45	66	4,631.45	86	4,631.45	106	4,631.45	126	4,631.45	146	4,631.45	166	4,631.45	186	4,631.45
47	4,631.45	67	4,631.45	87	4,631.45	107	4,631.45	127	4,631.45	147	4,631.45	167	4,631.45	187	4,631.45
48	4,631.45	68	4,631.45	88	4,631.45	108	4,631.45	128	4,631.45	148	4,631.45	168	4,631.45	188	4,631.45
49	4,631.45	69	4,631.45	89	4,631.45	109	4,631.45	129	4,631.45	149	4,631.45	169	4,631.45	189	4,631.45
50	4,631.45	70	4,631.45	90	4,631.45	110	4,631.45	130	4,631.45	150	4,631.45	170	4,631.45	190	4,631.45
51	4,631.45	71	4,631.45	91	4,631.45	111	4,631.45	131	4,631.45	151	4,631.45	171	4,631.45	191	4,631.45
52	4,631.45	72	4,631.45	92	4,631.45	112	4,631.45	132	4,631.45	152	4,631.45	172	4,631.45	192	4,631.45
53	4,631.45	73	4,631.45	93	4,631.45	113	4,631.45	133	4,631.45	153	4,631.45	173	4,631.45	193	4,631.45
54	4,631.45	74	4,631.45	94	4,631.45	114	4,631.45	134	4,631.45	154	4,631.45	174	4,631.45	194	4,631.45
55	4,631.45	75	4,631.45	95	4,631.45	115	4,631.45	135	4,631.45	155	4,631.45	175	4,631.45	195	4,631.45
56	4,631.45	76	4,631.45	96	4,631.45	116	4,631.45	136	4,631.45	156	4,631.45	176	4,631.45	196	4,631.45
57	4,631.45	77	4,631.45	97	4,631.45	117	4,631.45	137	4,631.45	157	4,631.45	177	4,631.45	197	4,631.45
58	4,631.45	78	4,631.45	98	4,631.45	118	4,631.45	138	4,631.45	158	4,631.45	178	4,631.45	198	4,631.45
59	4,631.45	79	4,631.45	99	4,631.45	119	4,631.45	139	4,631.45	159	4,631.45	179	4,631.45	199	4,631.45
60	4,631.45	80	4,631.45	100	4,631.45	120	4,631.45	140	4,631.45	160	4,631.45	180	4,631.45	200	4,631.45



AGENDA ITEM REVIEW FORM

Special City Council Meeting

5. G.

Meeting Date: 12/28/2022

Department Head: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Submitted By: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2247. A resolution of the Mayor and City Council of the City of San Luis, Arizona, authorizing and directing the city engineer to order the purchase of electricity and to order the maintenance of poles, luminaries, and underground conduit incident to the installation of street lights for lighting public streets serving the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**

SUMMARY:

Once a resolution creating a Street Lighting Improvement District is approved, a resolution authorizing work and approving the implementation of the district is required. This is the resolution implementing Bienestar Estates 12 Phase 1 Street Lighting Improvement District.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2247.

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

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

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

N/A

Attachments

Resolution No. 2247



Resolution

No. 2247

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AUTHORIZING AND DIRECTING THE CITY ENGINEER TO ORDER THE PURCHASE OF ELECTRICITY AND TO ORDER THE MAINTENANCE OF POLES, LUMINARIES AND UNDERGROUND CONDUIT INCIDENT TO THE INSTALLATION OF STREET LIGHTS FOR LIGHTING PUBLIC STREETS SERVING THE AREA DESCRIBED AS BIENESTAR ESTATES 12 PHASE 1 SUBDIVISION, SAN LUIS, ARIZONA.

WHEREAS, the Mayor and City Council did pass Resolution of Intention No. 2244 for Bienestar Estates 12 Phase 1 Street Lighting Improvement District declaring the intention of the City to purchase electricity including a charge for the use of lighting facilities; and

WHEREAS, the cost of lighting is to be assessed on certain district known as Bienestar Estates 12 Phase 1 Street Lighting Improvement District; and

WHEREAS, the petition for street lighting improvement district which was used to create Bienestar Estates 12 Phase 1 Street Lighting Improvement District was signed by all of the real property owners within said district and A.R.S § 48-617.A authorizes the immediate jurisdiction to adopt a resolution ordering the improvements, pursuant to the provisions of A.R.S. S 48-581, without the necessity of publication and posting of the resolution of intention provided for in A.R.S § 48-578.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of San Luis, Arizona, that the City Engineer be empowered and directed to proceed with the improvement of Bienestar Estates 12 Phase 1 Street Lighting Improvement District.

[Remainder of page left intentionally blank, signature page follows.]

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this 28th day of December 2022.

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

Kay Marion Macuil, City Attorney



AGENDA ITEM REVIEW FORM

Special City Council Meeting

5. H.

Meeting Date: 12/28/2022

Department Head: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Submitted By: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2248. A resolution of the Mayor and City Council of the City of San Luis, Arizona, authorizing and directing the city engineer to order the operation and maintenance of certain retention basins for the area described as Bienestar 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**

SUMMARY:

Once a resolution creating an Enhanced Municipal Services Improvement District is approved, a resolution authorizing work and approving the implementation of the district is required. This is the resolution implementing Bienestar Estates 12 Phase 1 Enhanced Municipal Improvement District.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2248.

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

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

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

N/A

Attachments

Resolution No. 2248



Resolution

No. 2248

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AUTHORIZING AND DIRECTING THE CITY ENGINEER TO ORDER THE OPERATION AND MAINTENANCE OF CERTAIN RETENTION BASINS FOR THE AREA DESCRIBED AS BIENESTAR ESTATES 12 PHASE 1 SUBDIVISION, SAN LUIS, ARIZONA.

WHEREAS, the Mayor and City Council did pass Resolution of Intention No. 2245 for Bienestar Estates 12 Phase 1 Municipal Services Improvement District declaring the intention of the City to operate and maintain certain retention basins for an area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona; and

WHEREAS, the cost of operating and maintaining said retention basins is to be assessed on a certain district known as Bienestar Estates 12 Phase 1 Municipal Services Improvement District; and

WHEREAS, the petition for enhanced municipal services improvement district which was used to create the Bienestar Estates 12 Phase 1 Municipal Services Improvement District was signed by all of the real property owners within said district and A.R.S. § 48-575 C. authorized the immediate jurisdiction to adopt a resolution ordering the improvements, pursuant to the provision of A.R.S. § 48-581, without the necessity of publication and posting of the resolution of intention provided for in A.R.S § 48-578.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of San Luis, Arizona, that the City Engineer be empowered and directed to proceed with the enhanced municipal services of the improvement of Bienestar Estates 12 Phase 1 Municipal Services Improvement District.

[Remainder of page left intentionally blank. Signature page follows.]

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this 28th day of December 2022.

Nieves Riedel, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney



AGENDA ITEM REVIEW FORM

Special City Council Meeting

5. I.

Meeting Date: 12/28/2022

Department Head: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Submitted By: Jose A. Guzman, Director of Planning & Zoning, Planning & Zoning Department

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2249. A resolution of the Mayor and City Council of the City of San Luis, Arizona, authorizing and ordering the operation, maintenance and repair of certain landscape improvements included within, near and adjacent to the retention and detention basins, parking, parkways and related facilities together with appurtenant structures serving the area described as Bienestar Estates 12 Phase 1 Subdivision, San Luis, Arizona. **(Jose A. Guzman, Director of Planning & Zoning)**

SUMMARY:

Once a resolution creating a Municipal Improvement District is approved, a resolution authorizing work and approving the implementation of the district is required. This is the resolution implementing the Bienestar Estates 12 Phase 1 Landscape Improvement District.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2249.

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

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

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

N/A

Attachments

Resolution No. 2249



Resolution

No. 2249

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, ORDERING IMPROVEMENTS FOR THE MUNICIPAL IMPROVEMENT DISTRICT, SERVING BIENESTAR ESTATES 12 PHASE 1, TO OPERATE, MAINTAIN AND REPAIR LANDSCAPING IMPROVEMENTS INCLUDED WITHIN, NEAR AND ADJACENT TO THE RETENTION AND DETENTION BASINS AND PARKINGS AND PARKWAYS AND RELATED FACILITIES TOGETHER WITH THE APPURTENANT STRUCTURES OF BIENESTAR ESTATES 12 PHASE 1 LANDSCAPE IMPROVEMENT DISTRICT.

WHEREAS, the Mayor and City Council did pass Resolution of intention No. 2246 declaring the intention to create Bienestar Estates 12 Phase 1 Landscape Improvement District to operate, maintain, and repair certain landscape improvements within, near, and adjacent to the retention and detention basins and the parkings and parkways and related improvements (Landscape Improvements) in the Bienestar Estates 12 Phase 1 Subdivision;

WHEREAS, the petition to form Bienestar Estates 12 Phase 1 Landscape Improvement District was signed by all of the real property owners within the proposed District and A.R.S. § 574(C) authorizes City Council to adopt the resolution ordering the improvements, pursuant to the provision of A.R.S. § 48-581, without the necessity of publication and positing of the resolution of intention provided for in A.R.S. § 48-578.

WHEREAS, a legal description of the boundary for Bienestar Estates 12 Phase 1 Landscape Improvement District and a diagram for Bienestar Estates 12 Phase 1 Landscape Improvement District has been presented to City Council for consideration in this declaration of intention to order Bienestar Estates 12 Phase 1 Landscape Improvement District as provided in A.R.S. § 48-576.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of San Luis, Arizona, as follows:

Section 1: City Council orders Landscape Improvements for Bienestar Estates 12 Phase 1 Landscape Improvement District serving Bienestar Estates 12 Phase 1 Subdivision. Once the Landscape Improvements are approved and constructed by the developer, the estimate of the cost and expenses shall be placed on file with the City Clerk and presented to City Council in accordance with the provisions of A.R.S. § 48-574.

Section 2: City Council finds the Landscape Improvements for Bienestar Estates 12 Phase 1 Landscape Improvement District are of more than local or ordinary public benefit, and are of special benefit to the respective lots, parcels and pieces of land within the described real property of Bienestar Estates 12 Phase 1 Landscape Improvement District. City Council orders the cost and expense for the Landscape Improvements of Bienestar Estates 12 Phase 1 Landscape Improvement District be chargeable upon the real and personal property within Bienestar Estates 12 Phase 1 Landscape Improvement District, as described in Exhibits A attached. City Council declares that Bienestar Estates 12 Phase 1 Landscape Improvement District is benefited by the Landscape Improvements and the real and personal properties within Bienestar Estates 12 Phase 1 Landscape Improvement District are to be assessed the proportional share of the costs and expenses of the Landscape Improvements.

Section 3: All proceedings concerning the Landscape Improvements for Bienestar Estates 12 Phase 1 Landscape Improvement District, including the calculations for the costs and expenses and all assessments to pay the costs and expenses of the Landscape Improvements, shall be made in accordance with the provisions of Title 48, Chapter 4, Article 2 of the A.R.S., as amended.

Section 4: Any public street or alley within the boundaries of Bienestar Estates 12 Phase 1 Landscape Improvement District are omitted from the real and personal property of Bienestar Estates 12 Phase 1 Landscape Improvement District and shall not be included in the assessment.

Section 5: In no event will the City of San Luis or any officer thereof be liable for any portion of the cost of said Improvement District nor any delinquency of persons or property assessed.

Section 6: City Council shall make annual statements and estimates of the expenses of the District which shall be provided for by the levy and collection of ad valorem taxes upon the assessed value of all real and personal property within Bienestar Estates 12 Phase 1 Landscape Improvement District as provided in A.R.S. § 48- 574, as amended.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this 28th day of December 2022.

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

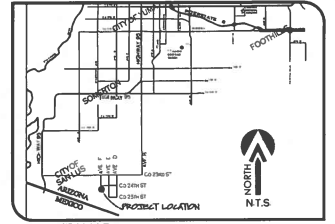
Kay Marion Macuil, City Attorney

BIENESTAR ESTATES 12 - PHASE 1 SUBDIVISION

A SUBDIVISION OF OF PARCEL "B1" OF BIENESTAR ESTATES 12 - LOT SPLIT, AS RECORDED IN BK. 34,
OF PLATS, PG. 07, YUMA COUNTY RECORDERS OFFICE, YUMA COUNTY, AZ., ALSO BEING A PORTION OF
THE S¹/₂ OF THE NW¹/₄ OF SECTION 15, T11S, R24W, G.&S.R.B.&M., YUMA COUNTY, ARIZONA.

SEPTEMBER OF 2022 ACREAGE: 40.92 AC (GROSS)

FINAL PLAT



VICINITY MAP



KEYNOTES

- ① NEW E UTILITY EASEMENT
- ② NEW E NON-ACCESS EASEMENT

NOTE

- PROPERTY CORNERS TO BE MARKED BY LOT
- EXISTING TOWNSHIP 11 N

OWNER OF RECORD:

COMITE DE BIENESTAR
RUE 11 STREET
PO BOX 110
SAN JULIA, AZ. 85347

BASE OF BEARING

THE METHOD OF BEARING OF THE LINE
CLASSICAL, YUMA COUNTY RECORDS OFFICE
THE CENTER OF ANGLE IS AS SHOWN ON THE
PLAT, PAGES 1 & 2, YUMA COUNTY RECORDS
OFFICE, YUMA COUNTY, ARIZONA.

BEARING N 0°01'13" E

LINE DATA

LINE NUMBER	BEARING	LENGTH FEET	LINE NUMBER	BEARING	LENGTH FEET
1	N 4°00'00" W	3.26	11	S 4°00'00" W	35.50
2	S 4°00'00" W	17.24	12	S 4°00'00" W	35.50
3	S 4°00'00" W	31.36	13	S 4°00'00" W	35.50
4	N 4°00'00" E	41.75	14	N 4°00'00" E	35.50
5	N 4°00'00" E	29.84	15	N 4°00'00" E	29.84
6	N 4°00'00" E	35.37	16	N 4°00'00" E	29.84
7	N 4°00'00" E	22.66	17	N 4°00'00" E	17.24
8	N 4°00'00" E	35.37	18	N 4°00'00" E	42.00
9	S 4°00'00" W	35.37	19	S 4°00'00" W	22.66
10	N 4°00'00" E	41.75	20	N 4°00'00" E	35.37
11	N 4°00'00" E	29.84	21	N 4°00'00" E	35.37
12	S 4°00'00" W	35.37	22	S 4°00'00" W	35.37
13	N 4°00'00" E	17.24	23	N 4°00'00" E	35.37
14	N 4°00'00" E	29.84	24	N 4°00'00" E	41.75
15	N 4°00'00" E	35.37	25	N 4°00'00" E	22.66

LEGEND

- INDICATES BOUNDARY LINE
- INDICATES CENTERLINE
- NEW LOT NUMBER
- NEW YUMA COUNTY STD. DETAIL NO. 4000 THIRD BOUNDARY MONUMENT
- NEW YUMA COUNTY STD. DETAIL NO. 4000 STREET MONUMENT
- EXISTING MONUMENT (TYPE AS SHOWN)
- B.C.
- INDICATES BRASS CAP
- INDICATES YUMA COUNTY RECORDERS
- INDICATES GENERAL LAND OFFICE
- INDICATES NON-ACCESS EASEMENT
- INDICATES ADJACENT DATA
- [R1]
- DATA REFERS TO U.S.B. BALANCED SECTION OF SECTION 15, T11S, R24W, DATED: APRIL 1977
- [R2]
- DATA REFERS TO BIENESTAR ESTATES 11A, AS RECORDED IN BOOK 31, PAGE 100, Y.C.R.
- [R3]
- DATA REFERS TO BIENESTAR ESTATES 11 LOT SPLIT, AS RECORDED IN BOOK 31, PAGE 58, Y.C.R.

LOT AREAS TABLE:

LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)	LOT #	AREA (SQ. FT.)
1	4,497.65	17	4,631.45	33	4,656.74	49	4,681.94	65	4,707.14	81	4,732.34	97	4,757.54	113	4,782.74
2	4,497.65	18	4,631.45	34	4,656.74	50	4,681.94	66	4,707.14	82	4,732.34	98	4,757.54	114	4,782.74
3	4,497.65	19	4,631.45	35	4,656.74	51	4,681.94	67	4,707.14	83	4,732.34	99	4,757.54	115	4,782.74
4	4,497.65	20	4,631.45	36	4,656.74	52	4,681.94	68	4,707.14	84	4,732.34	100	4,757.54	116	4,782.74
5	4,497.65	21	4,631.45	37	4,656.74	53	4,681.94	69	4,707.14	85	4,732.34	101	4,757.54	117	4,782.74
6	4,497.65	22	4,631.45	38	4,656.74	54	4,681.94	70	4,707.14	86	4,732.34	102	4,757.54	118	4,782.74
7	4,497.65	23	4,631.45	39	4,656.74	55	4,681.94	71	4,707.14	87	4,732.34	103	4,757.54	119	4,782.74
8	4,497.65	24	4,631.45	40	4,656.74	56	4,681.94	72	4,707.14	88	4,732.34	104	4,757.54	120	4,782.74
9	4,497.65	25	4,631.45	41	4,656.74	57	4,681.94	73	4,707.14	89	4,732.34	105	4,757.54	121	4,782.74
10	4,497.65	26	4,631.45	42	4,656.74	58	4,681.94	74	4,707.14	90	4,732.34	106	4,757.54	122	4,782.74
11	4,497.65	27	4,631.45	43	4,656.74	59	4,681.94	75	4,707.14	91	4,732.34	107	4,757.54	123	4,782.74
12	4,497.65	28	4,631.45	44	4,656.74	60	4,681.94	76	4,707.14	92	4,732.34	108	4,757.54	124	4,782.74
13	4,497.65	29	4,631.45	45	4,656.74	61	4,681.94	77	4,707.14	93	4,732.34	109	4,757.54	125	4,782.74
14	4,497.65	30	4,631.45	46	4,656.74	62	4,681.94	78	4,707.14	94	4,732.34	110	4,757.54	126	4,782.74
15	4,497.65	31	4,631.45	47	4,656.74	63	4,681.94	79	4,707.14	95	4,732.34	111	4,757.54	127	4,782.74
16	4,497.65	32	4,631.45	48	4,656.74	64	4,681.94	80	4,707.14	96	4,732.34	112	4,757.54	128	4,782.74
17	4,497.65	33	4,631.45	49	4,656.74	65	4,681.94	81	4,707.14	97	4,732.34	113	4,757.54	129	4,782.74
18	4,497.65	34	4,631.45	50	4,656.74	66	4,681.94	82	4,707.14	98	4,732.34	114	4,757.54	130	4,782.74
19	4,497.65	35	4,631.45	51	4,656.74	67	4,681.94	83	4,707.14	99	4,732.34	115	4,757.54	131	4,782.74
20	4,497.65	36	4,631.45	52	4,656.74	68	4,681.94	84	4,707.14	100	4,732.34	116	4,757.54	132	4,782.74
21	4,497.65	37	4,631.45	53	4,656.74	69	4,681.94	85	4,707.14	101	4,732.34	117	4,757.54	133	4,782.74
22	4,497.65	38	4,631.45	54	4,656.74	70	4,681.94	86	4,707.14	102	4,732.34	118	4,757.54	134	4,782.74
23	4,497.65	39	4,631.45	55	4,656.74	71	4,681.94	87	4,707.14	103	4,732.34	119	4,757.54	135	4,782.74
24	4,497.65	40	4,631.45	56	4,656.74	72	4,681.94	88	4,707.14	104	4,732.34	120	4,757.54	136	4,782.74
25	4,497.65	41	4,631.45	57	4,656.74	73	4,681.94	89	4,707.14	105	4,732.34	121	4,757.54	137	4,782.74
26	4,497.65	42	4,631.45	58	4,656.74	74	4,681.94	90	4,707.14	106	4,732.34	122	4,757.54	138	4,782.74
27	4,497.65	43	4,631.45	59	4,656.74	75	4,681.94	91	4,707.14	107	4,732.34	123	4,757.54	139	4,782.74
28	4,497.65	44	4,631.45	60	4,656.74	76	4,681.94	92	4,707.14	108	4,732.34	124	4,757.54	140	4,782.74
29	4,497.65	45	4,631.45	61	4,656.74	77	4,681.94	93	4,707.14	109	4,732.34	125	4,757.54	141	4,782.74
30	4,497.65	46	4,631.45	62	4,656.74	78	4,681.94	94	4,707.14	110	4,732.34	126	4,757.54	142	4,782.74
31	4,497.65	47	4,631.45	63	4,656.74	79	4,681.94	95	4,707.14	111	4,732.34	127	4,757.54	143	4,782.74
32	4,497.65	48	4,631.45	64	4,656.74	80	4,681.94	96	4,707.14	112	4,732.34	128	4,757.54	144	4,782.74
33	4,497.65	49	4,631.45	65	4,656.74	81	4,681.94	97	4,707.14	113	4,732.34	129	4,757.54	145	4,782.74
34	4,497.65	50	4,631.45	66	4,656.74	82	4,681.94	98	4,707.14	114	4,732.34	130	4,757.54	146	4,782.74
35	4,497.65	51	4,631.45	67	4,656.74	83	4,681.94	99	4,707.14	115	4,732.34	131	4,757.54	147	4,782.74
36	4,497.65	52	4,631.45	68	4,656.74	84	4,681.94	100	4,707.14	116	4,732.34	132	4,757.54	148	4,782.74
37	4,497.65	53	4,631.45	69	4,656.74	85	4,681.94	101	4,707.14	117	4,732.34	133	4,757.54	149	4,782.74
38	4,497.65	54	4,631.45	70	4,656.74	86	4,681.94	102	4,707.14	118	4,732.34	134	4,757.54	150	4,782.74
39	4,497.65	55	4,631.45	71	4,656.74	87	4,681.94	103	4,707.14	119	4,732.34	135	4,757.54	151	4,782.74
40	4,497.65	56	4,631.45	72	4,656.74	88	4,681.94	104	4,707.14	120	4,732.34	136	4,757.54	152	4,782.74
41	4,497.65	57	4,631.45	73	4,656.74	89	4,681.94	105	4,707.14	121	4,732.34	137	4,757.54	153	4,782.74
42	4,497.65	58	4,631.45	74	4,656.74	90	4,681.94	106	4,707.14	122	4,732.34	138	4,757.54	154	4,782.74
43	4,497.65	59	4,631.45	75	4,656.74	91	4,681.94	107	4,707.14	123	4,732.34	139	4,757.54	155	4,782.74
44	4,497.65	60	4,631.45	76	4,656.74	92	4,681.94	108	4,707.14	124	4,732.34	140	4,757.54	156	4,782.74
45	4,497.65	61	4,631.45	77	4,656.74	93	4,681.94	109	4,707.14	125	4,732.34	141	4,757.54	157	4,782.74
46	4,497.65	62	4,631.45	78	4,656.74	94	4,681.94	110	4,707.14	126	4,732.34	142	4,757.54	158	4,782.74
47	4,497.65	63	4,631.45	79	4,656.74	95	4,681.94	111	4,707.14	127	4,732.34	143	4,757.54	159	4,782.74
48	4,497.65	64	4,631.45	80	4,656.74	96	4,681.94	112	4,707.14	128	4,732.34	144	4,757.54	160	4,782.74
49	4,497.65	65	4,631.45	81	4,656.74	97	4,681.94	113	4,707.14	129	4,732.34	145	4,757.54	161	4,782.74
50	4,497.65	66	4,631.45	82	4,656.74	98	4,681.94	114	4,707.14	130	4,732.34	146	4,757.54	162	4,782.74
51	4,497.65	67	4,631.45	83	4,656.74	99	4,681.94	115	4,707.14	131	4,732.34	147	4,757.54	163	4,782.74
52	4,497.65	68	4,631.45	84	4,656.74	100	4,681.94	116	4,707.14	132	4,732.34	148	4,757.54	164	4,782.74
53	4,497.65	69	4,631.45	85	4,656.74	101	4,681.94	117	4,707.14	133	4,732.34	149	4,757.54	165	4,782.74
54	4,497.65	70	4,631.45	86	4,656.74	102	4,681.94	118	4,707.14	134	4,732.34	150	4,757.54	166	4,782.74
55	4,497.65	71	4,631.45	87	4,656.74	103	4,681.94	119	4,707.14	135	4,732.34	151	4,757.54	167	4,782.74
56	4,497.65	72	4,631.45	88	4,656.74	104	4,681.94	120	4,707.14	136	4,732.34	152	4,757.54	168	4,782.74
57	4,497.65	73	4,631.45	89	4,656.74	105	4,681.94	121	4,707.14	137	4,732.34	153	4,757.54	169	4,782.74
58	4,497.65	74	4,631.45	90	4,656.74	106	4,681.94	122	4,707.14	138	4,732.34	154	4,757.54	170	4,782.74
59	4,497.65	75	4,631.45	91	4,656.74	107	4,681.94	123	4,707.14	139	4,732.34	155	4,757.54	171	4,782.74
60	4,497.65	76	4,631.45	92	4,656.74	108	4,681.94	124	4,707.14	140	4,732.34	156	4,757.54	172	4,782.74
61	4,497.65	77	4,631.45	93	4,656.74	109	4,681.94	125	4,707.14	141	4,732.34	157	4,757.54	173	4,782.74
62	4,497.65	78	4,631.45	94	4,656.74	110	4,681.94	126	4,707.14	142	4,732.34	158	4,757.54	174	4,782.74
63	4,497.65	79	4,631.45	95	4,656.74	111	4,681.94	127	4,707.14	143	4,732.34	159	4,757.54	175	4,782.74
64	4,497.65	80	4,631.45	96	4,656.74	112	4,681.94	128	4,707.14	144	4,732.34	160	4,757.54	176	4,782.74
65	4,497.65	81	4,631.45	97	4,656.74	113	4,681.94	129	4,707.14	145	4,732.34	161	4,757.54	177	4,782.74
66	4,497.65	82	4,631.45	98	4,656.74	114	4,681.94	130	4,707.14	146	4,732.34	162	4,757.54	178	4,782.74
67	4,497.65	83	4,631.45	99	4,656.74	115	4,681.94	131	4,707.14	147	4,732.34	163	4,757.54	179	4,782.74
68	4,497.65	84	4,631.45	100	4,656.74	116	4,681.94	132	4,707.14	148	4,732.34	164	4,757.54	180	4,782.74
69	4,497.65	85	4,631.45	101	4,656.74	117	4,681.94	133	4,707.14	149	4,732.34	165	4,757.54	181	4,782.74
70	4,497.65	86	4,631.45	102	4,656.74	118	4,681.94	134	4,707.14	150	4,732.34	166	4,757.54	182	4,782.74
71	4,497.65	87	4,631.45	103	4,656.74	119	4,681.94	135	4,707.14	151	4,732.34	167	4,757.54	183	4,782.74
72	4,497.65	88	4,631.45	104	4,656.74	120	4,681.94	136	4,707.14	152	4,732.34	168	4,757.54	184	4,782.74
73	4,497.65	89	4,631.45	105	4,656.74	121	4,681.94	137	4,707.14	153	4,732.34	169	4,757.54	185	4,782.74
74															



AGENDA ITEM REVIEW FORM

Special City Council Meeting

6. A.

Meeting Date: 12/28/2022

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

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

Action Requested: Discussion Item - No Action to be Taken

ITEM:

Presentation followed by discussion on any and all matters regarding water, wastewater and solid waste rate analysis and long-term financial planning. **(Edgar Esparza, Billing and Collections Manager and Dan Jackson, Vice President of Willdan Financial Services)**

SUMMARY:

It is a normal practice for cities and towns to review their rates every five (5) years and make any rate adjustments needed to maintain and improve infrastructure and operations needed to provide quality service to the residents of the city. As result, cities contract economists who are experts in conducting rate studies in which they analyze the future needs of the city and any shortfalls in funding from the past.

Back in 2012, the city contracted a consultant service to conduct a utility rate study. Based on the results of the study, the city adopted, in 2013, a five-year utility rate increase plan that was intended to help the water, wastewater and solid waste enterprise funds become self-sustainable. Also, the adoption of the rate increase helped the enterprise fund to invest in new infrastructure to improve the quality of the services provided to the residents. With the five-year utility rate increase plan adopted in 2013, our last rate increase was done on July 1st, 2017.

This year the city engaged Willdan Financial Services to do a utility rate study. Mr. Dan Jackson of Willdan Financial Services will be presenting to the Mayor and Council the findings and recommendations of the utility rate study.

RECOMMENDATION / SUGGESTED MOTION:

DISCUSSION AND POSSIBLE DIRECTIONS TO STAFF 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 AMOUNT:	N/A
AVAILABLE AMOUNT TO TRANSFER:	N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	N/A

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

Discussion item only.

Attachments

Presentation

City of San Luis

2022 Water/Wastewater/Sanitation Rate Study

City Council Presentation

December 2022



The background of the slide is a photograph of a water treatment facility, featuring large industrial pipes, valves, and machinery. The entire image is covered with a semi-transparent blue overlay. Centered on this background is the title text in white, bold, uppercase letters.

WATER & WASTEWATER BACKGROUND ON RATES

21st Century Water & Wastewater Rate Facts



- Average utility has been increasing rates **5-6% per year**, a trend that is expected to continue and may accelerate
- American Water Works Association (AWWA) forecasts that water and wastewater rates across the U.S. will **triple** in the next 15 years
- Rate adjustments are primarily due to reasons beyond a utility's direct control – inflation, necessary Capital Improvement Plans, wholesale costs, and other indirect expenses
- 30-40% of utilities charge rates that **do not cover their costs**



City of San Luis

Water and Wastewater Rate Background



- City has not adjusted rates since 2017
- Currently, rates are recovering less than cost of providing service
- High inflation is driving up utility operating and capital costs
- City plans to fund \$46.9 million in water and wastewater capital improvements over next ten years
- Combination of above factors results in need to implement a new long-term rate plan



Current Water and Wastewater Rates



Residential

Base Charge \$ 13.80
First 2,000 Gal

Volume Charge Per 1,000 Gal 2.11
2,001 - Above

Non-Residential

Base Charge
First 2,000 Gal

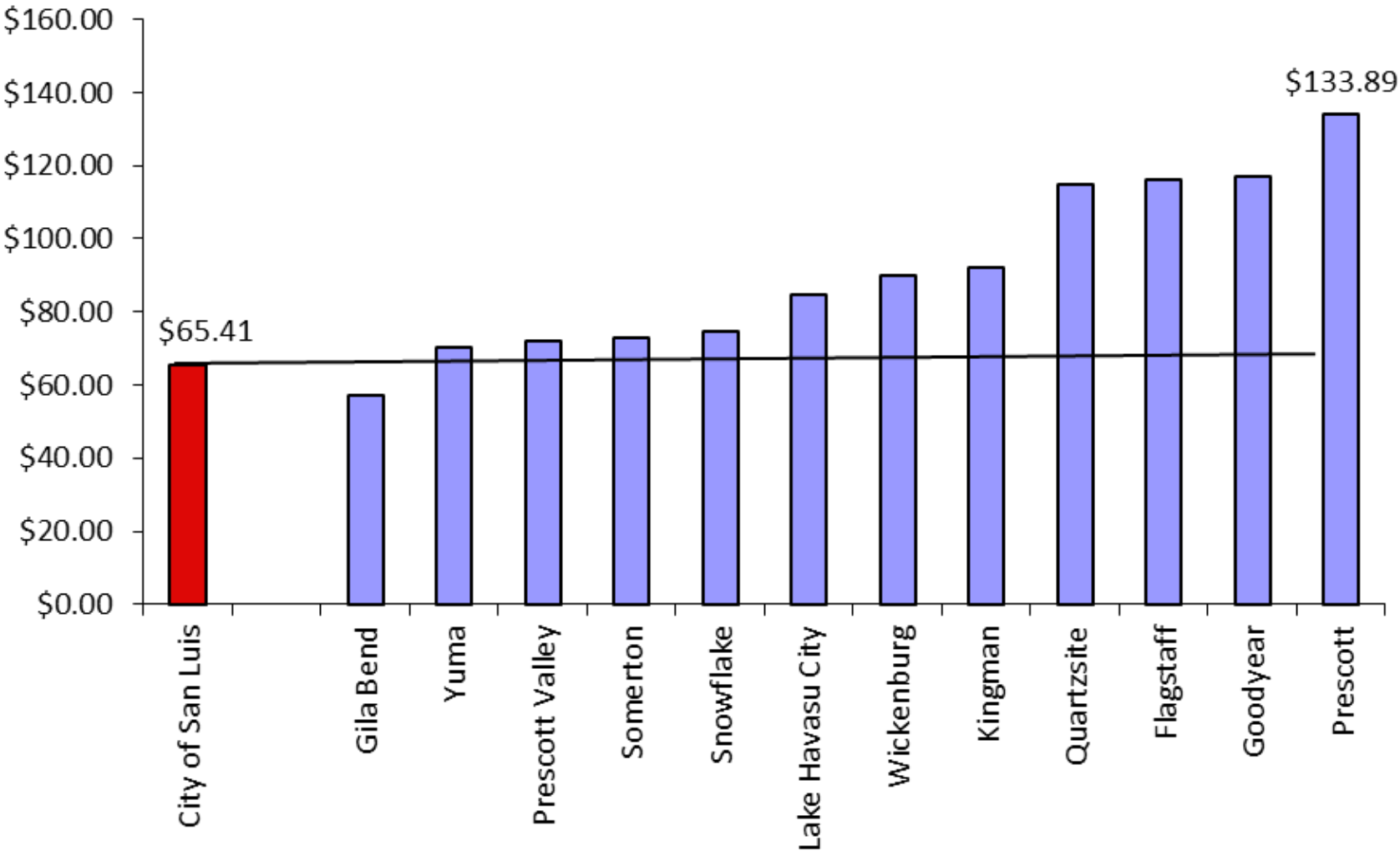
5/8"	\$ 35.10
1"	58.62
1 1/2"	116.89
2"	187.09
3"	409.64
4"	1,404.07
6"	2,925.15
8"	4,212.22

Volume Charge Per 1,000 Gal

Schools	2.95
Commercial/City	2.66

	Base Charge	Volume Chg/ 1,000 Gal
Residential	\$ 40.00	\$ -
Residential - Senior	20.23	-
Residential Gadsden	55.27	-
Comm/Gov/Schools	24.50	2.47
Gadsden - School	205.81	-
Gadsden - Non Residential	76.35	-

Current Monthly Residential Charges | 7,500 Gal Water and Wastewater



A blue-tinted photograph of a water treatment plant. The image shows large industrial pipes, valves, and machinery. In the foreground, there are large circular tanks or components. In the background, more complex piping and structures are visible, along with a window on the right side. The overall scene is industrial and technical.

WATER & WASTEWATER CUSTOMERS & VOLUMES

Water and Wastewater Accounts | Test Year 2023



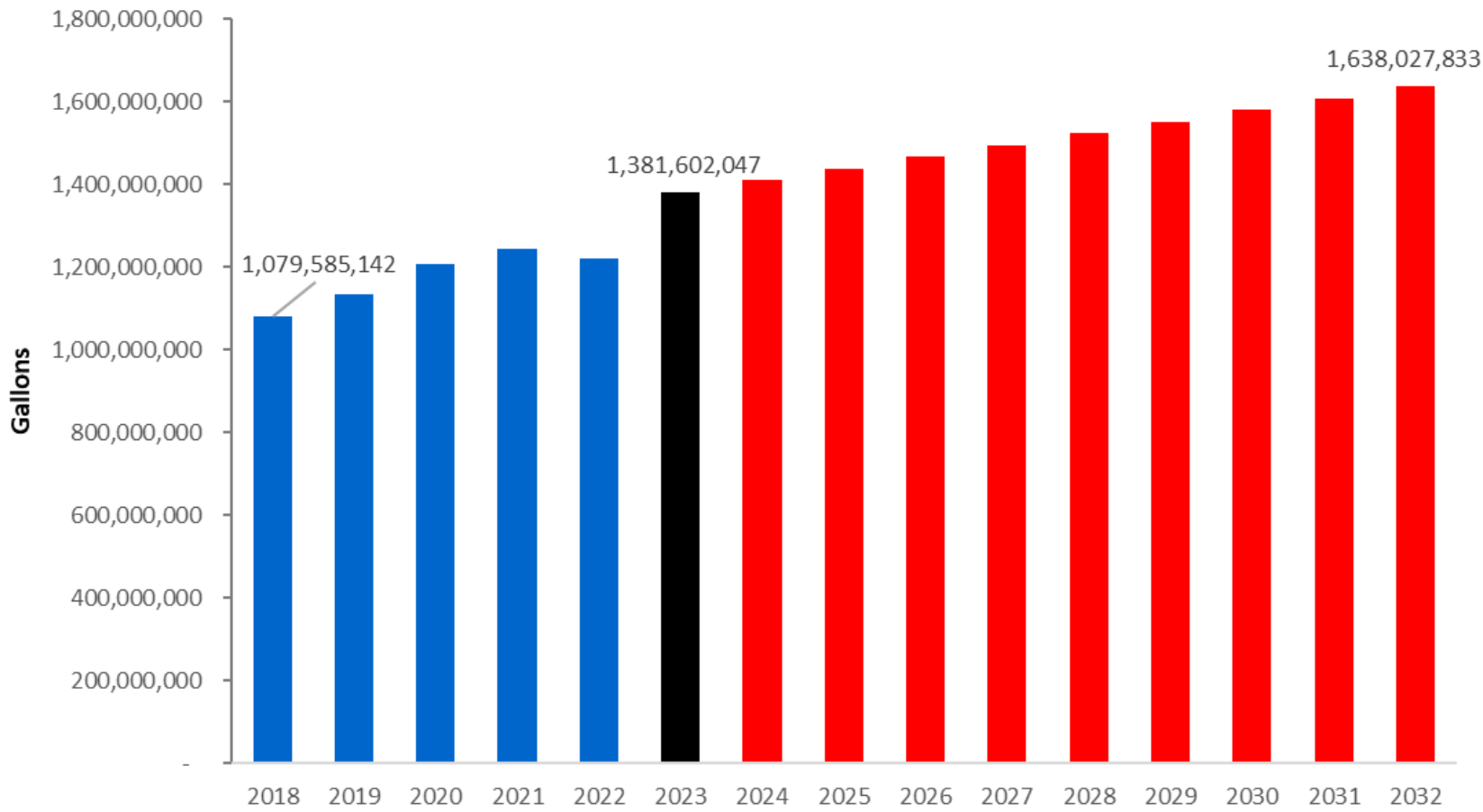
Account growth over period 2023-2032 forecast to be on average 200 new accounts per year.

WATER Total Accounts		WASTEWATER Total Accounts	
Residential	7,690	Residential	5,726
Comm/Gov	256	Residential-Senior	1,789
Schools	27	Residential Gadsden	170
City	130	Comm/Gov/Schools	252
		Gadsden-School	1
		Gadsden-Non Residential	12
		City	22
Total	8,103	Total	7,972

Historical and Forecast Water Consumption (gallons)



Residential Average Monthly Usage/Account = 9,638 Gallons



Billed consumption average annual growth rate of 1.9%.

Water usage varies considerably with weather patterns, the model is based on the overall trend. Annual results may vary significantly.

A blue-tinted photograph of a water treatment plant. The image shows large industrial pipes, valves, and machinery. In the foreground, there are large circular tanks or components. In the background, more complex piping and structures are visible, along with a window on the right side. The overall scene is industrial and technical.

WATER & WASTEWATER CURRENT AND FORECAST COST OF SERVICE

City of San Luis

Water and Wastewater Rate Background



- Operating expenses expected to rise at higher rate in next 2-3 years due to increased inflation
- Personnel costs to increase to reach industry norms and allow more appropriate compensation to employees
- \$21 million WWTP expansion will add to operating costs in 2025
- Growth in accounts will produce revenues that will offset some expense increases
- Biggest impact on rate plan: how to fund the expected \$46.9 million in water and wastewater capital improvements



Water/WW Capital Improvement Plan



FY 2023 - FY 2032

WATER Capital Improvement Plan

Water Storage Tanks Rehab	\$	1,200,000
WS #5 Improvements PH1		2,750,000
WS #7 Improvements PH1		1,500,000
WS #5 & #7 Improvements PH2		2,250,000
WS #7 Improvements PH3		2,750,000
WS #6 Improvements		2,000,000
SCADA		750,000
Total		13,200,000

WASTEWATER Capital Improvement Plan

Lift Station Wet Well Rehab	\$	180,000
East WWTP Safety & Operational Improvements		1,500,000
West WWTP Expansion		21,000,000
New West WWTP Office/Shop Building		300,000
SCADA		750,000
East WWTP Expansion		10,000,000
Total		33,730,000

TOTAL Capital Improvement Plan

Total Water	\$	13,200,000	28%
Total Wastewater		33,730,000	72%
Total		46,930,000	

CIP Rate and Debt Financing

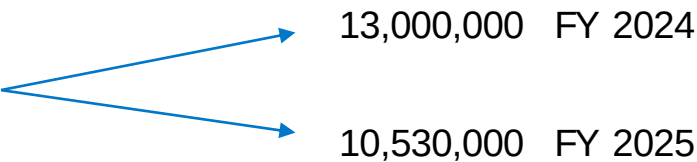


	<u>CIP Funding</u>
Development Fees	\$ 3,300,000
Reserves and Rates	<u>12,500,000</u>
Sub- Total	15,800,000

ARPA 7,600,000

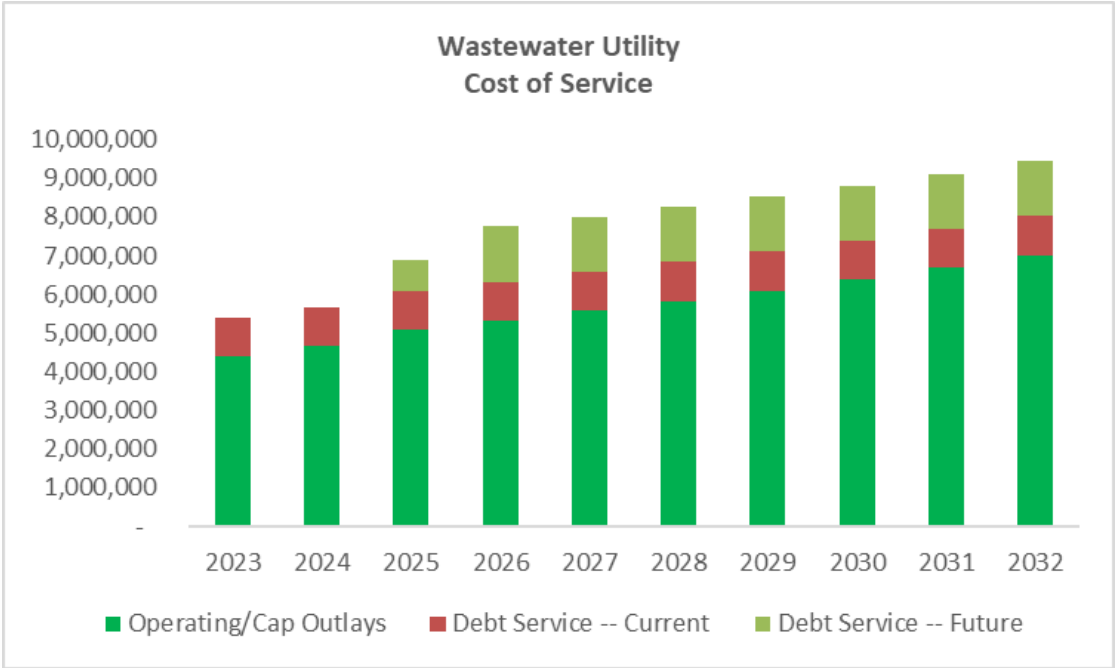
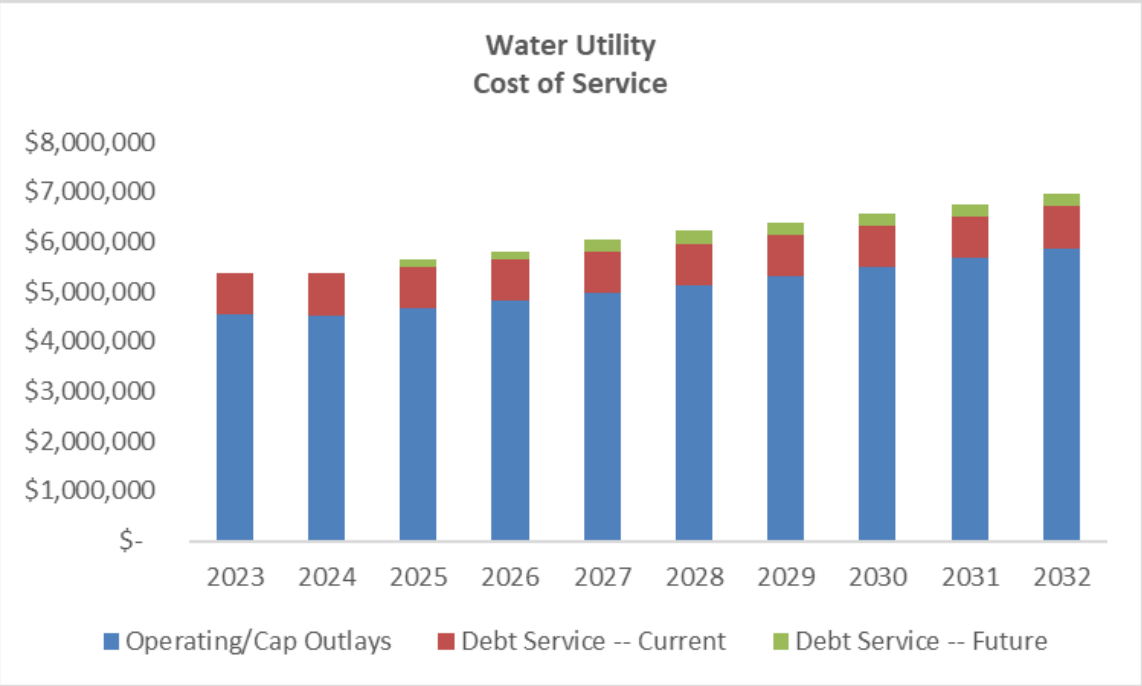
Bonds **23,530,000**

Total CIP Funding **46,930,000**



Term: 20 Years Interest Rate: 4%

Forecast Revenue Requirement | Water and Wastewater



Forecast Revenue Requirement | Water and Wastewater



FY	Operating/Cap Outlays		Debt Service Current		Debt Service Future		Total Cost of Service		Non-Rate Revenues		Net Revenue Requirement	
WATER Revenue Requirement												
2023	\$	4,549,680	\$	834,801	\$	-	\$	5,384,481	\$	(289,850)	\$	5,094,631
2024		4,524,920		834,907		-		5,359,827		(304,343)		5,055,484
2025		4,663,923		833,738		187,363		5,685,024		(313,473)		5,371,552
2026		4,810,339		835,041		339,127		5,984,508		(322,877)		5,661,631
2027		4,964,647		835,642		339,127		6,139,417		(332,563)		5,806,853
2028		5,127,362		835,039		339,127		6,301,529		(342,540)		5,958,989
2029		5,299,043		834,887		339,127		6,473,058		(352,816)		6,120,241
2030		5,480,289		835,114		339,127		6,654,530		(363,401)		6,291,129
2031		5,671,750		835,643		339,127		6,846,521		(374,303)		6,472,218
2032		5,874,129		833,446		339,127		7,046,702		(385,532)		6,661,170
WASTEWATER Revenue Requirement												
2023	\$	4,391,131	\$	1,003,158	\$	-	\$	5,394,289	\$	(76,160)	\$	5,318,129
2024		4,671,103		1,003,871		-		5,674,974		(79,968)		5,595,006
2025		5,092,720		1,001,967		788,331		6,883,018		(82,367)		6,800,651
2026		5,322,722		1,003,737		1,426,879		7,753,339		(84,838)		7,668,501
2027		5,565,849		1,004,632		1,426,879		7,997,360		(87,383)		7,909,977
2028		5,822,967		1,004,117		1,426,879		8,253,963		(90,005)		8,163,959
2029		6,095,014		1,003,954		1,426,879		8,525,847		(92,705)		8,433,142
2030		6,382,999		1,004,063		1,426,879		8,813,941		(95,486)		8,718,455
2031		6,688,012		1,004,367		1,426,879		9,119,257		(98,351)		9,020,907
2032		7,011,229		1,001,640		1,426,879		9,439,748		(101,301)		9,338,447

A blue-tinted photograph of a water treatment plant. The image shows large industrial pipes, valves, and machinery. In the foreground, there's a large horizontal pipe with a flange. In the background, there are vertical pipes and what looks like a large storage tank or filter. The overall scene is industrial and technical.

WATER & WASTEWATER PROPOSED RATE PLAN

Notes on Water and Wastewater Rate Plan



- 5-year rate plan with adjustments assumed to be effective April 27 2023 and January 1 of each year 2024 -- 2027
- Assumes no change in rate structure
- Uniform percentage adjustments for base and volume charges
- Funds entire cost of service without need for General Fund support after 2024
- Funds \$23,530,000 in CIP-related long-term debt



Proposed Water Rate Plan



The rate plan fully funds all aspects of the water utility based on the existing market conditions and assumptions.

Rate Plan will also enable the City to fully fund its capital improvements.

WATER Rates

Residential

Base Charge - First 2,000 Gal
Usage Charge 2,001 Above

Comm/Gov/City/Schools/City

Base Charge 5/8
First 2,000 Gal 1"
1 1/2"
2"
Usage Charge -- Comm/Gov/City

Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
\$ 13.80	\$ 15.04	\$ 16.40	\$ 16.72	\$ 16.72	\$ 17.06
2.11	2.30	2.51	2.56	2.56	2.61
35.10	38.26	41.70	42.54	42.54	43.39
58.62	63.90	69.65	71.04	71.04	72.46
116.89	127.41	138.88	141.65	141.65	144.49
187.09	203.93	222.28	226.73	226.73	231.26
2.66	2.90	3.16	3.22	3.22	3.29

Proposed Wastewater Rate Plan



The rate plan fully funds all aspects of the wastewater utility based on the existing market conditions and assumptions.

Rate Plan will also enable the City to fully fund its capital improvements.

	Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
WASTEWATER Rates						
Residential						
Base Charge	\$ 40.00	\$ 45.20	\$ 50.62	\$ 56.70	\$ 63.50	\$ 67.95
Residential Senior						
Base Charge	20.23	22.86	25.60	28.68	32.12	34.36
Residential Gadsden						
Base Charge	55.27	62.46	69.95	78.34	87.74	93.89
Comm/Gov/Schools						
Base Charge	24.50	27.69	31.01	34.73	38.90	41.62
Usage Charge Per 1,000 Gal	2.47	2.79	3.13	3.50	3.92	4.20

Impact on Monthly Water and Wastewater Charges

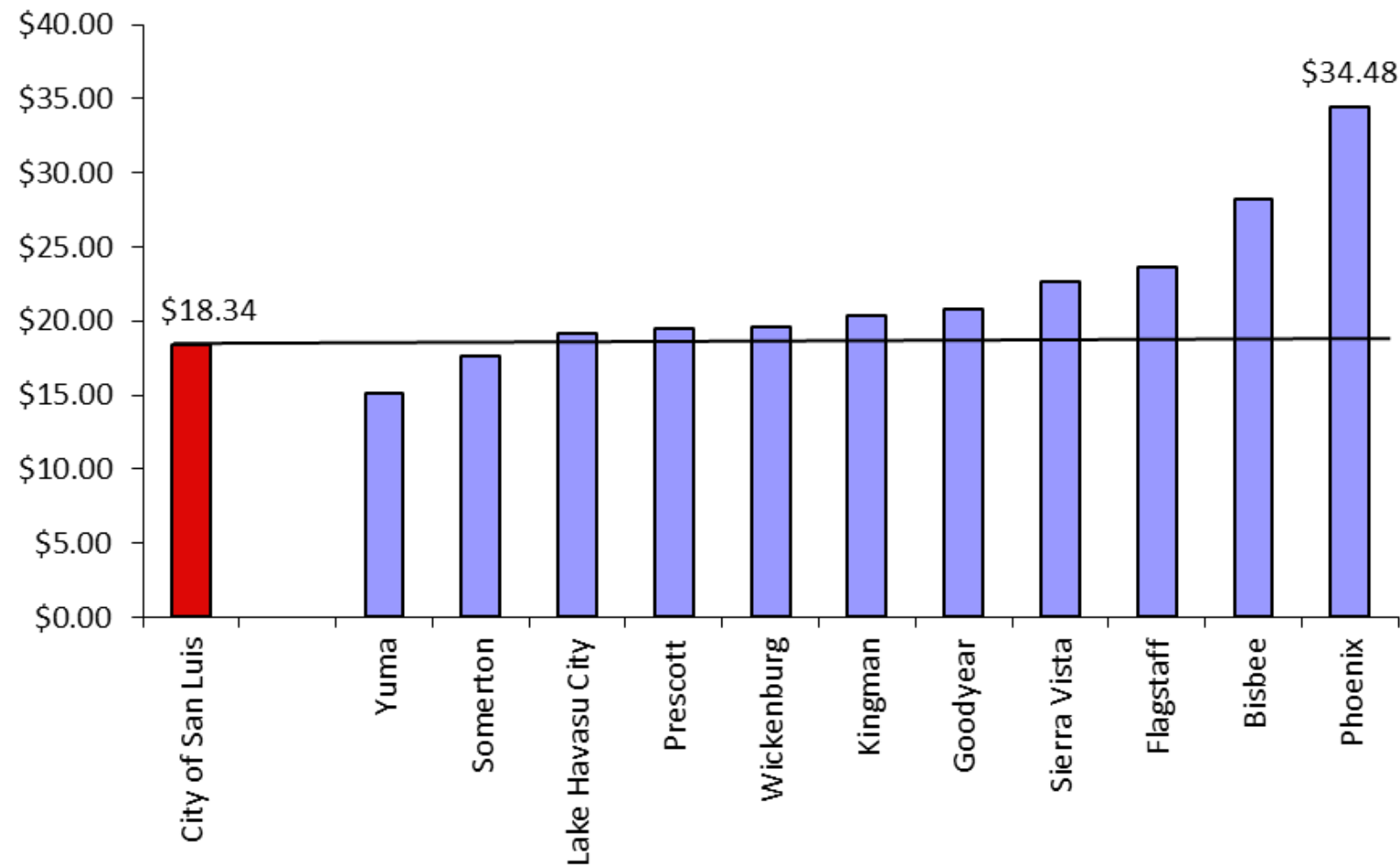


	Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
Residential 5,000 Gal	\$ 60.13	\$ 67.14 7.01	\$ 74.54 7.40	\$ 81.09 6.55	\$ 87.90 6.80	\$ 92.83 4.93
Residential 10,000 Gal	70.68	78.64 7.96	87.07 8.43	93.88 6.80	100.68 6.80	105.87 5.19
Comm/Gov/Sch 50,000 Gal	334.30	370.31 36.01	408.65 38.34	435.56 26.90	460.73 25.17	481.69 20.96

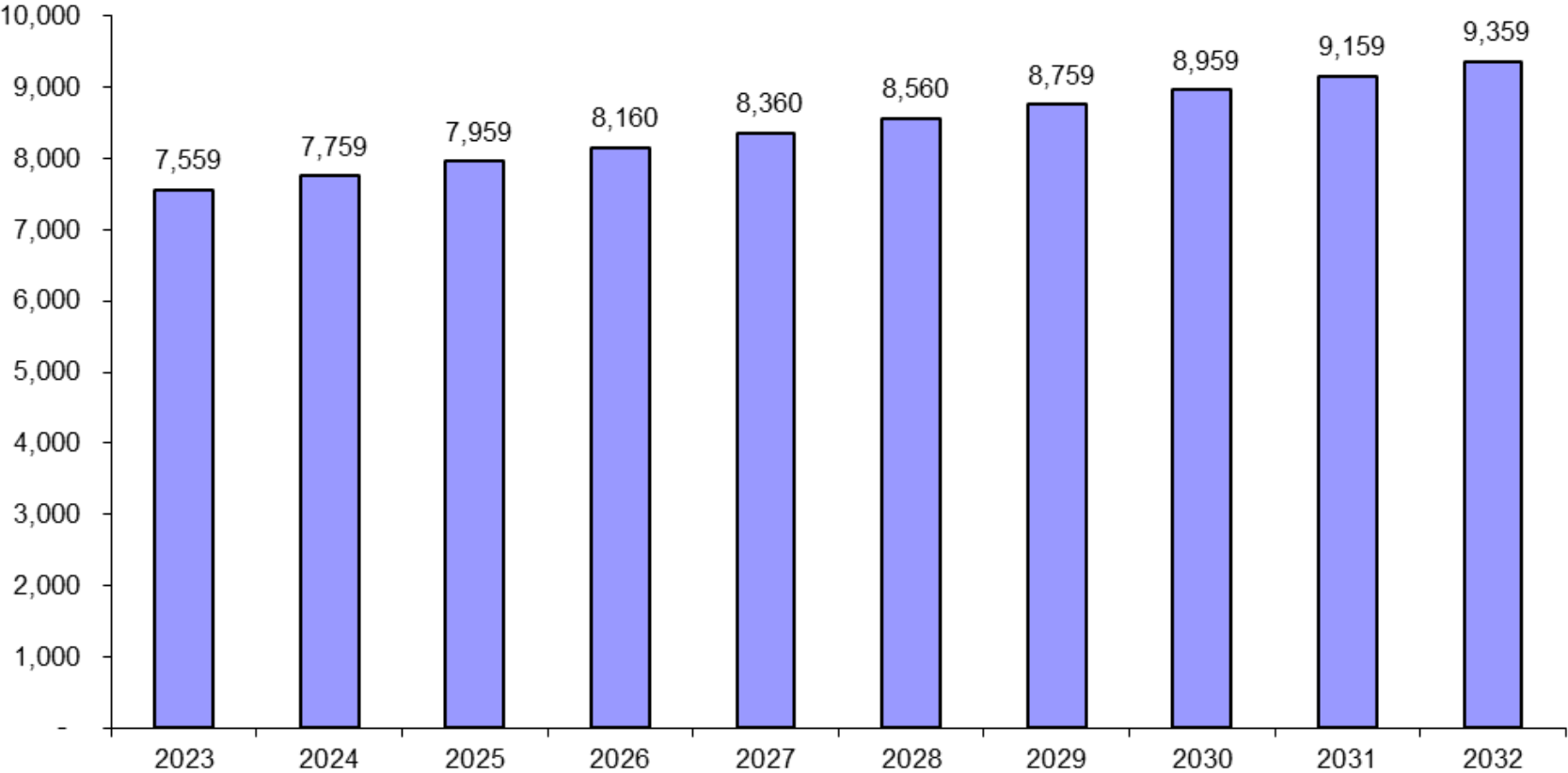
The background image shows industrial water treatment equipment, including large pipes, valves, and a pump, all overlaid with a semi-transparent blue filter. The word "Sanitation" is centered in white text.

Sanitation

Current Monthly Residential Charges | Sanitation

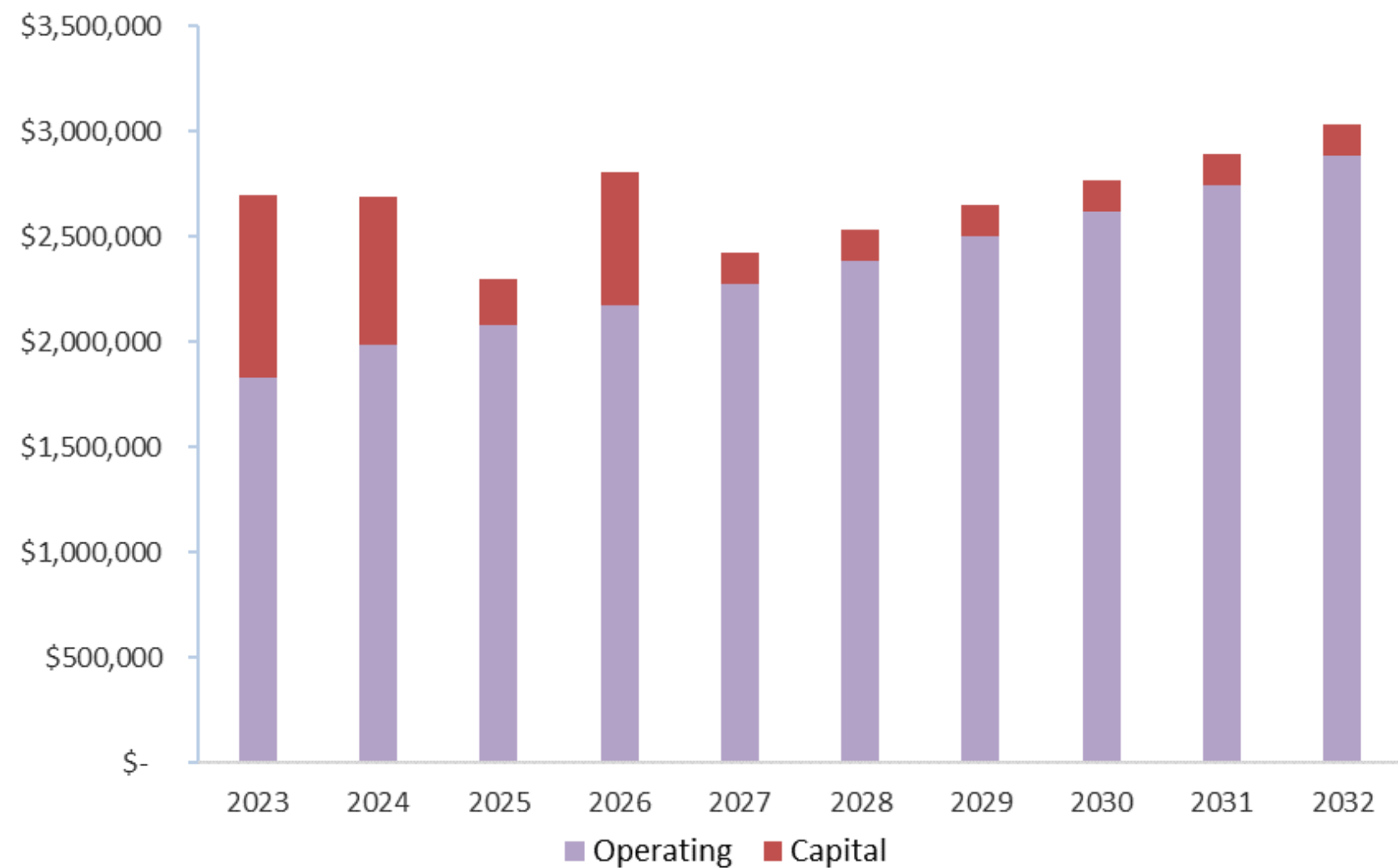


Forecast Sanitation Dept. Accounts



Account growth over period 2023-2032 forecast to be on average 200 new accounts per year.

Forecast Cost of Service | Sanitation



Notes on Sanitation Rate Plan



- Current sanitation revenues are not covering all costs
- Significant capital outlays required in next 3 years
- As with water/wastewater, Project team recommends 5-year rate plan with adjustments assumed to be effective April 27 2023 and January 1 of each year 2024 -- 2027
- Assumes no change in rate structure
- Rate plan funds entire cost of service without need for General Fund support after 2024



Sanitation Utility | Recommended Monthly Charges



Assumes no change in fundamental rate structure.

Rate Plan will also enable the City to fully fund its capital outlays without issuing debt.

	Current Rate	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27	Effective Jan-28
Residential	\$ 18.34	\$ 20.72	\$ 23.42	\$ 26.46	\$ 29.90	\$ 29.90	\$ 29.90
Increase		2.38	2.69	3.04	3.44	-	-
Senior	8.05	9.10	10.28	11.62	13.13	13.13	13.13
Increase		1.05	1.18	1.34	1.51	-	-
Envirnmental Fee	0.50	1.80	1.81	1.82	1.83	1.84	1.85

The background image shows industrial machinery, including large pipes, valves, and a motor, all overlaid with a semi-transparent blue filter. The word "SUMMARY" is centered in white text.

SUMMARY

How Does Rate Plan Benefit Ratepayers & City?



- Proposed rate plans enable the utility to fully fund all maintenance, operating and capital costs
- Will enable City to continue to provide an acceptable quality of service
- Will enable City to invest \$46.9 million to maintain and improve the utility system
- City's rates will continue to be below state average





Questions and Discussion



AGENDA ITEM REVIEW FORM

Special City Council Meeting

6. B.

Meeting Date: 12/28/2022

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

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

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding adopting a Notice of Intention to increase water, wastewater, and solid waste collection service rates. **(Edgar Esparza, Billing and Collections Manager and Monica Castro, Director of Finance)**

SUMMARY:

In order for City Council to consider raising utility rates, there must first be a posting and newspaper publishing of the attached Notice of Intent to Increase Water, Wastewater, and Solid Waste rates and the supporting report. The notice informs the public that a public hearing will be held on March 8, 2023, at 6:00 p.m. in Council Chambers. If passed by City Council on March 8, the rates would take effect on April 27, 2023. The schedule of the proposed increases and the report supporting the increases will be available on file with the City Clerk and on the City's website. The notice complies with notice procedures required by the state statutes A.R.S. § 9-599.15 and A.R.S. § 9-499.15.

The increases are necessary for infrastructure and capital improvements to the utility system so that quality service can continue and be provided to the growing community.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT THE NOTICE OF INTENT AS PRESENTED.

Fiscal Impact

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

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

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

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

This agenda item is for the notice of intent to increase the utility rates. There are no financial impacts for this part of the process. The rate report supports that a rate increase is just and reasonable to offset the costs of providing and maintaining the water, wastewater, and solid waste operations and infrastructure.

Attachments

Notice

Schedule of Increase

Rate Study Council Report

Rate Study Council Final Report with Appendix

**NOTICE OF INTENT
TO INCREASE WATER, WASTEWATER, AND SOLID WASTE RATES**

On March 8, 2023, City Council will hold a public hearing.

Public Hearing:

Topic: Consider and possibly adopt increased fees and rates for water, wastewater, and solid waste collection services to defray the cost of services, effective date April 27, 2023:

Date: Regular City Council Meeting, March 8, 2023

Time: 6:00 p.m. or after

Place: San Luis City Hall
1090 E. Union Street
San Luis, AZ

Purpose: Receive public comments (verbal or written)

Authority: This notice complies with ARS § 9-511.01 and ARS § 9-499.15

City Council will act immediately after the Public Hearing.

For more information, filed and available in the Office of the City Clerk at the above address for City Hall and posted on the San Luis website home page under "Public Notices" <https://www.sanluisaz.gov> are:

- (1) Schedule of increases
- (2) Report supporting the increases

Posted December 29, 2022.



Proposed Water Rate Plan

The rate plan fully funds all aspects of the water utility based on the existing market conditions and assumptions.

Rate Plan will also enable the City to fully fund its capital improvements.

WATER Rates

Residential

Base Charge - First 2,000 Gal	\$ 13.80	\$ 15.04	\$ 16.40	\$ 16.72	\$ 16.72	\$ 17.06
Usage Charge 2,001 Above	2.11	2.30	2.51	2.56	2.56	2.61

Comm/Gov/City/Schools/City

Base Charge	5/8	35.10	38.26	41.70	42.54	42.54	43.39
First 2,000 Gal	1"	58.62	63.90	69.65	71.04	71.04	72.46
	1 1/2"	116.89	127.41	138.88	141.65	141.65	144.49
	2"	187.09	203.93	222.28	226.73	226.73	231.26
Usage Charge -- Comm/Gov/City		2.66	2.90	3.16	3.22	3.22	3.29



Proposed Wastewater Rate Plan

The rate plan fully funds all aspects of the wastewater utility based on the existing market conditions and assumptions.

Rate Plan will also enable the City to fully fund its capital improvements.

	Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
WASTEWATER Rates						
Residential						
Base Charge	\$ 40.00	\$ 45.20	\$ 50.62	\$ 56.70	\$ 63.50	\$ 67.95
Residential Senior						
Base Charge	20.23	22.86	25.60	28.68	32.12	34.36
Residential Gadsden						
Base Charge	55.27	62.46	69.95	78.34	87.74	93.89
Comm/Gov/Schools						
Base Charge	24.50	27.69	31.01	34.73	38.90	41.62
Usage Charge Per 1,000 Gal	2.47	2.79	3.13	3.50	3.92	4.20



Sanitation Utility | Recommended Monthly

Assumes no change in fundamental rate structure.

Rate Plan will also enable the City to fully fund its capital outlays without issuing debt.

	Current Rate	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27	Effective Jan-28
Residential	\$ 18.34	\$ 20.72	\$ 23.42	\$ 26.46	\$ 29.90	\$ 29.90	\$ 29.90
Increase		2.38	2.69	3.04	3.44	-	-
Senior	8.05	9.10	10.28	11.62	13.13	13.13	13.13
Increase		1.05	1.18	1.34	1.51	-	-
Envirnmental Fee	0.50	1.80	1.81	1.82	1.83	1.84	1.85

City of San Luis

2022 Water/Wastewater/Sanitation Rate Study

City Council Presentation

December 2022



The background of the slide is a photograph of a water treatment facility, featuring large industrial pipes, valves, and machinery. The entire image is covered with a semi-transparent blue overlay. Centered on this background is the title text in white, bold, uppercase letters.

WATER & WASTEWATER BACKGROUND ON RATES

21st Century Water & Wastewater Rate Facts



- Average utility has been increasing rates **5-6% per year**, a trend that is expected to continue and may accelerate
- American Water Works Association (AWWA) forecasts that water and wastewater rates across the U.S. will **triple** in the next 15 years
- Rate adjustments are primarily due to reasons beyond a utility's direct control – inflation, necessary Capital Improvement Plans, wholesale costs, and other indirect expenses
- 30-40% of utilities charge rates that **do not cover their costs**



City of San Luis

Water and Wastewater Rate Background



- City has not adjusted rates since 2017
- Currently, rates are recovering less than cost of providing service
- High inflation is driving up utility operating and capital costs
- City plans to fund \$46.9 million in water and wastewater capital improvements over next ten years
- Combination of above factors results in need to implement a new long-term rate plan



Current Water and Wastewater Rates



Residential

Base Charge \$ 13.80
First 2,000 Gal

Volume Charge Per 1,000 Gal 2.11
2,001 - Above

Non-Residential

Base Charge
First 2,000 Gal

5/8"	\$ 35.10
1"	58.62
1 1/2"	116.89
2"	187.09
3"	409.64
4"	1,404.07
6"	2,925.15
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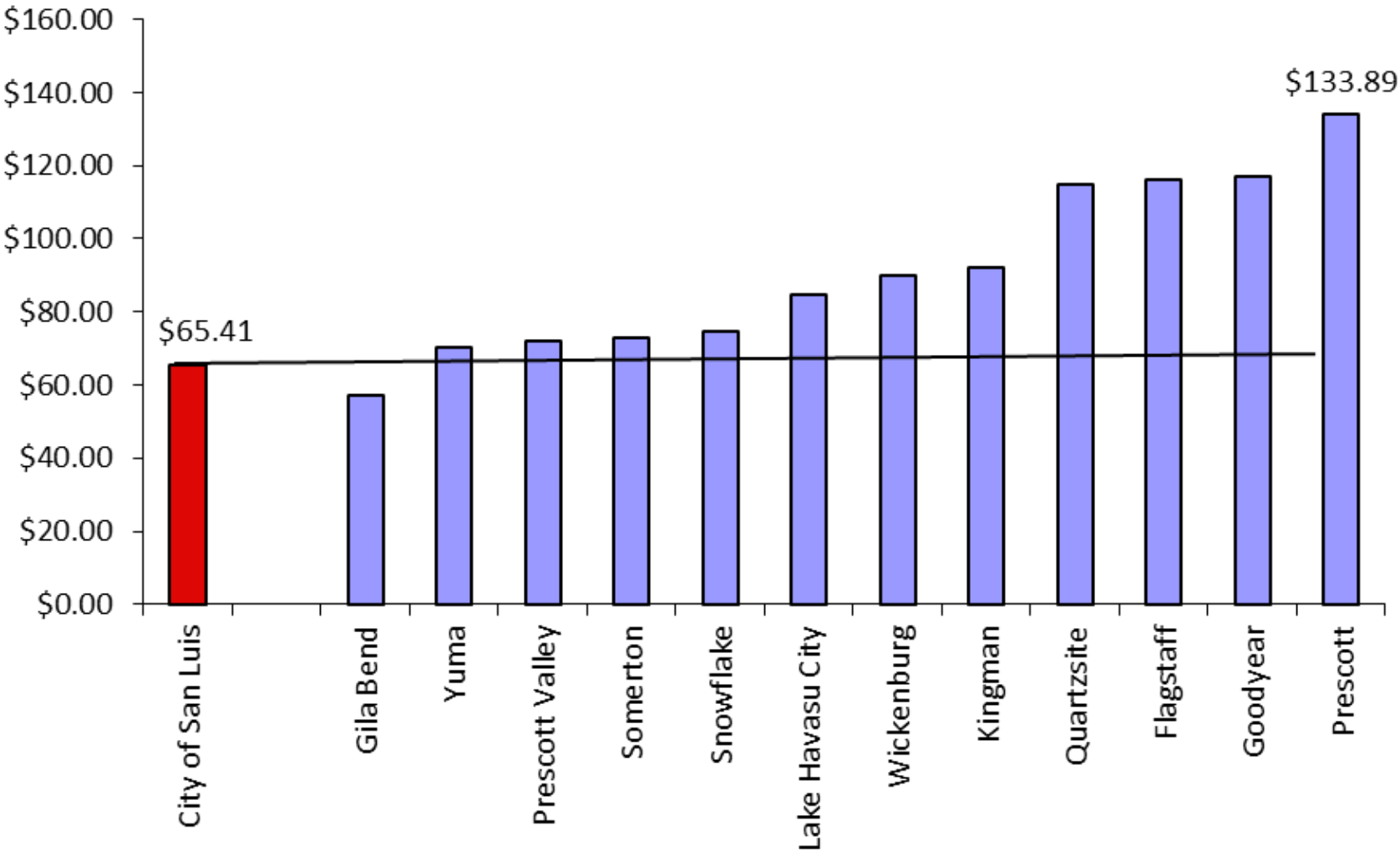
Volume Charge Per 1,000 Gal

Schools	2.95
Commercial/City	2.66

	Base Charge	Volume Chg/ 1,000 Gal
--	--------------------	------------------------------

Residential	\$ 40.00	\$ -
Residential - Senior	20.23	-
Residential Gadsden	55.27	-
Comm/Gov/Schools	24.50	2.47
Gadsden - School	205.81	-
Gadsden - Non Residential	76.35	-

Current Monthly Residential Charges | 7,500 Gal Water and Wastewater



A blue-tinted photograph of a water treatment plant. The image shows large industrial pipes, valves, and machinery. In the foreground, there are large circular tanks or components. In the background, more complex piping and structures are visible, along with a window on the right side. The overall scene is industrial and technical.

WATER & WASTEWATER CUSTOMERS & VOLUMES

Water and Wastewater Accounts | Test Year 2023



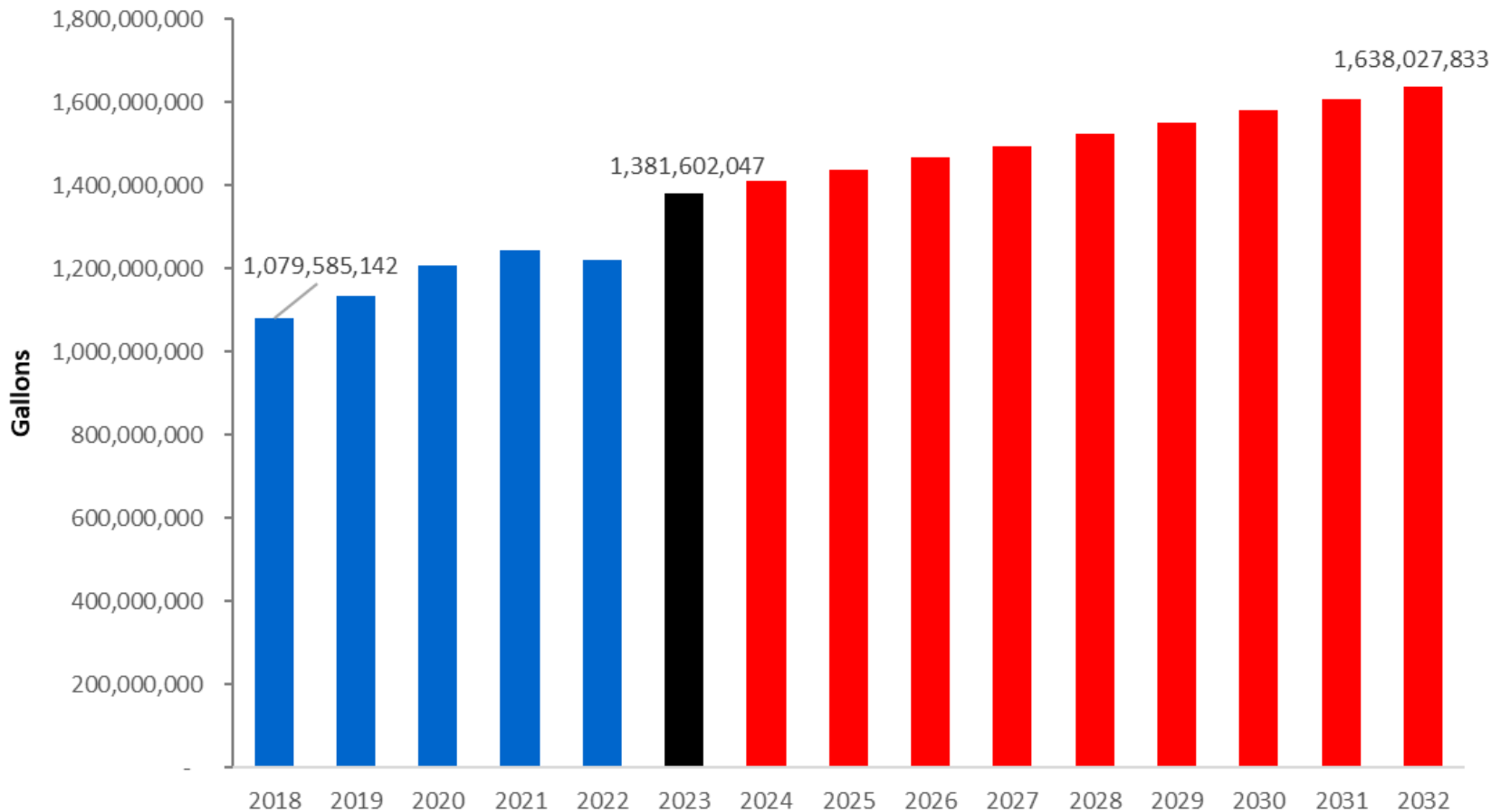
Account growth over period 2023-2032 forecast to be on average 200 new accounts per year.

WATER Total Accounts		WASTEWATER Total Accounts	
Residential	7,690	Residential	5,726
Comm/Gov	256	Residential-Senior	1,789
Schools	27	Residential Gadsden	170
City	130	Comm/Gov/Schools	252
		Gadsden-School	1
		Gadsden-Non Residential	12
		City	22
Total	8,103	Total	7,972

Historical and Forecast Water Consumption (gallons)



Residential Average Monthly Usage/Account = 9,638 Gallons



Billed consumption average annual growth rate of 1.9%.

Water usage varies considerably with weather patterns, the model is based on the overall trend. Annual results may vary significantly.

A blue-tinted photograph of a water treatment plant. The image shows large industrial pipes, valves, and machinery. In the foreground, there are large horizontal pipes. In the background, there are vertical pipes and a large window on the right side. The overall scene is industrial and technical.

WATER & WASTEWATER CURRENT AND FORECAST COST OF SERVICE

City of San Luis

Water and Wastewater Rate Background



- Operating expenses expected to rise at higher rate in next 2-3 years due to increased inflation
- Personnel costs to increase to reach industry norms and allow more appropriate compensation to employees
- \$21 million WWTP expansion will add to operating costs in 2025
- Growth in accounts will produce revenues that will offset some expense increases
- Biggest impact on rate plan: how to fund the expected \$46.9 million in water and wastewater capital improvements



Water/WW Capital Improvement Plan



FY 2023 - FY 2032

WATER Capital Improvement Plan

Water Storage Tanks Rehab	\$	1,200,000
WS #5 Improvements PH1		2,750,000
WS #7 Improvements PH1		1,500,000
WS #5 & #7 Improvements PH2		2,250,000
WS #7 Improvements PH3		2,750,000
WS #6 Improvements		2,000,000
SCADA		750,000
Total		13,200,000

WASTEWATER Capital Improvement Plan

Lift Station Wet Well Rehab	\$	180,000
East WWTP Safety & Operational Improvements		1,500,000
West WWTP Expansion		21,000,000
New West WWTP Office/Shop Building		300,000
SCADA		750,000
East WWTP Expansion		10,000,000
Total		33,730,000

TOTAL Capital Improvement Plan

Total Water	\$	13,200,000	28%
Total Wastewater		33,730,000	72%
Total		46,930,000	

CIP Rate and Debt Financing

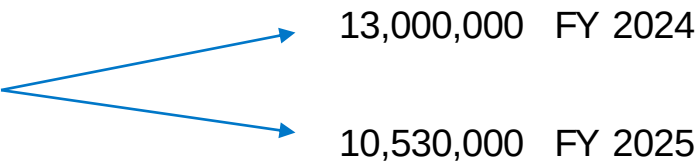


	<u>CIP Funding</u>
Development Fees	\$ 3,300,000
Reserves and Rates	<u>12,500,000</u>
Sub- Total	15,800,000

ARPA 7,600,000

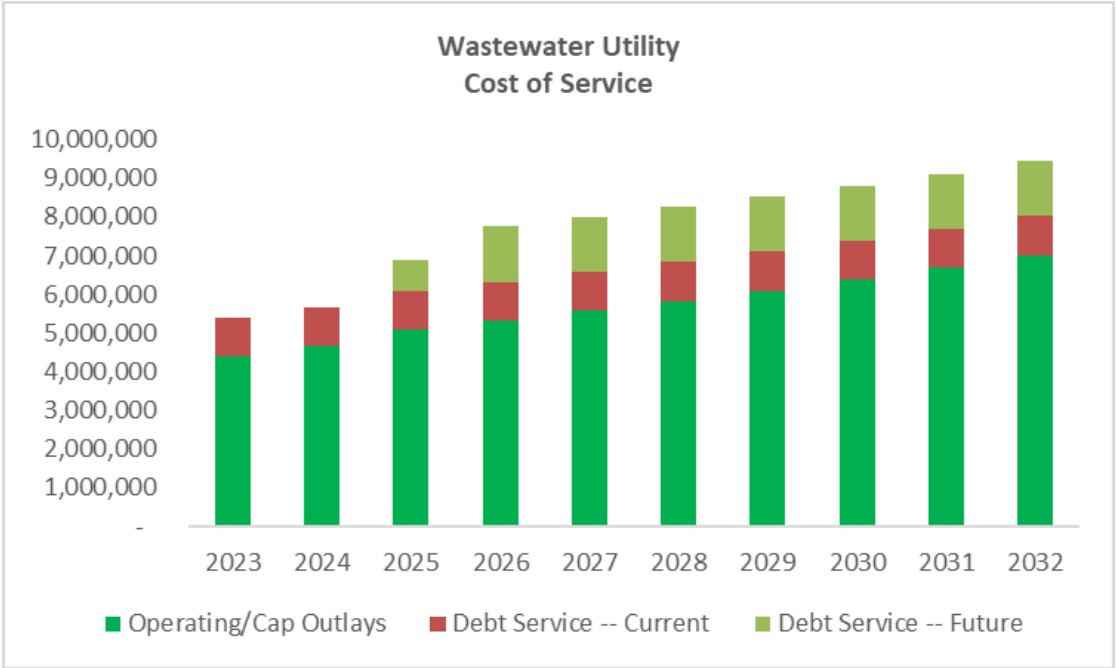
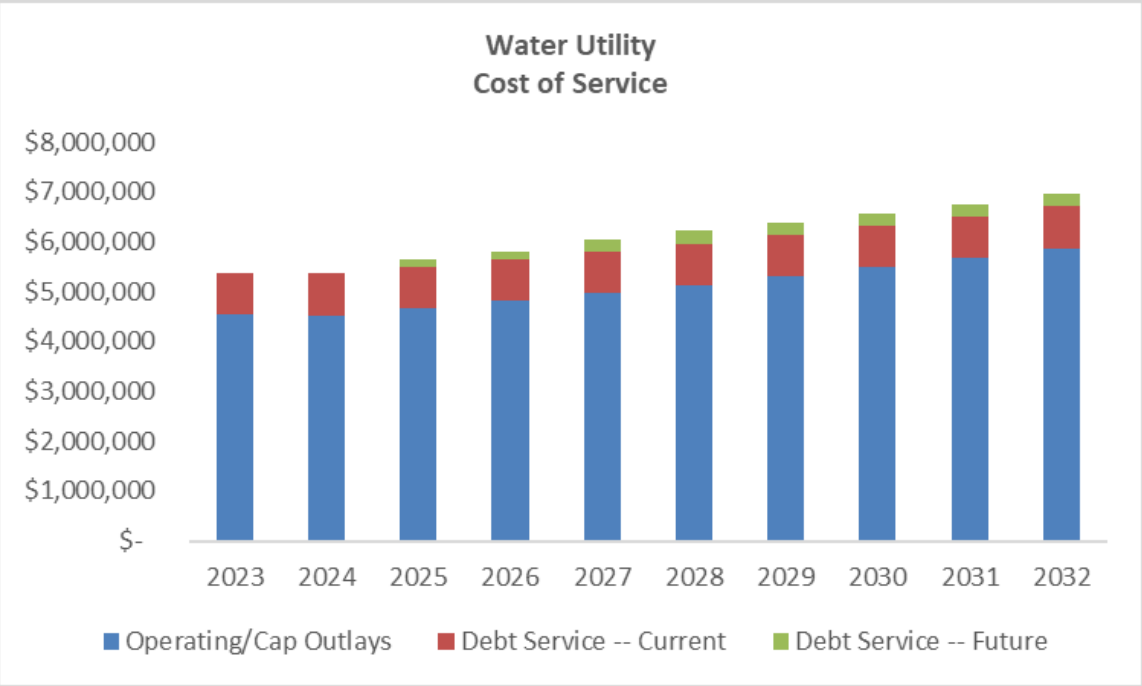
Bonds **23,530,000**

Total CIP Funding **46,930,000**



Term: 20 Years Interest Rate: 4%

Forecast Revenue Requirement | Water and Wastewater



Forecast Revenue Requirement | Water and Wastewater



FY	Operating/Cap Outlays		Debt Service Current		Debt Service Future		Total Cost of Service		Non-Rate Revenues		Net Revenue Requirement	
WATER Revenue Requirement												
2023	\$	4,549,680	\$	834,801	\$	-	\$	5,384,481	\$	(289,850)	\$	5,094,631
2024		4,524,920		834,907		-		5,359,827		(304,343)		5,055,484
2025		4,663,923		833,738		187,363		5,685,024		(313,473)		5,371,552
2026		4,810,339		835,041		339,127		5,984,508		(322,877)		5,661,631
2027		4,964,647		835,642		339,127		6,139,417		(332,563)		5,806,853
2028		5,127,362		835,039		339,127		6,301,529		(342,540)		5,958,989
2029		5,299,043		834,887		339,127		6,473,058		(352,816)		6,120,241
2030		5,480,289		835,114		339,127		6,654,530		(363,401)		6,291,129
2031		5,671,750		835,643		339,127		6,846,521		(374,303)		6,472,218
2032		5,874,129		833,446		339,127		7,046,702		(385,532)		6,661,170
WASTEWATER Revenue Requirement												
2023	\$	4,391,131	\$	1,003,158	\$	-	\$	5,394,289	\$	(76,160)	\$	5,318,129
2024		4,671,103		1,003,871		-		5,674,974		(79,968)		5,595,006
2025		5,092,720		1,001,967		788,331		6,883,018		(82,367)		6,800,651
2026		5,322,722		1,003,737		1,426,879		7,753,339		(84,838)		7,668,501
2027		5,565,849		1,004,632		1,426,879		7,997,360		(87,383)		7,909,977
2028		5,822,967		1,004,117		1,426,879		8,253,963		(90,005)		8,163,959
2029		6,095,014		1,003,954		1,426,879		8,525,847		(92,705)		8,433,142
2030		6,382,999		1,004,063		1,426,879		8,813,941		(95,486)		8,718,455
2031		6,688,012		1,004,367		1,426,879		9,119,257		(98,351)		9,020,907
2032		7,011,229		1,001,640		1,426,879		9,439,748		(101,301)		9,338,447

A blue-tinted photograph of a water treatment plant. The image shows large industrial pipes, valves, and machinery. In the foreground, there's a large horizontal pipe with a flange. In the background, there are vertical pipes and what looks like a large storage tank or filter. The overall scene is industrial and technical.

WATER & WASTEWATER PROPOSED RATE PLAN

Notes on Water and Wastewater Rate Plan



- 5-year rate plan with adjustments assumed to be effective April 27 2023 and January 1 of each year 2024 -- 2027
- Assumes no change in rate structure
- Uniform percentage adjustments for base and volume charges
- Funds entire cost of service without need for General Fund support after 2024
- Funds \$23,530,000 in CIP-related long-term debt



Proposed Water Rate Plan



The rate plan fully funds all aspects of the water utility based on the existing market conditions and assumptions.

Rate Plan will also enable the City to fully fund its capital improvements.

WATER Rates

Residential

Base Charge - First 2,000 Gal
Usage Charge 2,001 Above

Comm/Gov/City/Schools/City

Base Charge 5/8
First 2,000 Gal 1"
1 1/2"
2"
Usage Charge -- Comm/Gov/City

Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
\$ 13.80	\$ 15.04	\$ 16.40	\$ 16.72	\$ 16.72	\$ 17.06
2.11	2.30	2.51	2.56	2.56	2.61
35.10	38.26	41.70	42.54	42.54	43.39
58.62	63.90	69.65	71.04	71.04	72.46
116.89	127.41	138.88	141.65	141.65	144.49
187.09	203.93	222.28	226.73	226.73	231.26
2.66	2.90	3.16	3.22	3.22	3.29

Proposed Wastewater Rate Plan



The rate plan fully funds all aspects of the wastewater utility based on the existing market conditions and assumptions.

Rate Plan will also enable the City to fully fund its capital improvements.

	Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
WASTEWATER Rates						
Residential						
Base Charge	\$ 40.00	\$ 45.20	\$ 50.62	\$ 56.70	\$ 63.50	\$ 67.95
Residential Senior						
Base Charge	20.23	22.86	25.60	28.68	32.12	34.36
Residential Gadsden						
Base Charge	55.27	62.46	69.95	78.34	87.74	93.89
Comm/Gov/Schools						
Base Charge	24.50	27.69	31.01	34.73	38.90	41.62
Usage Charge Per 1,000 Gal	2.47	2.79	3.13	3.50	3.92	4.20

Impact on Monthly Water and Wastewater Charges

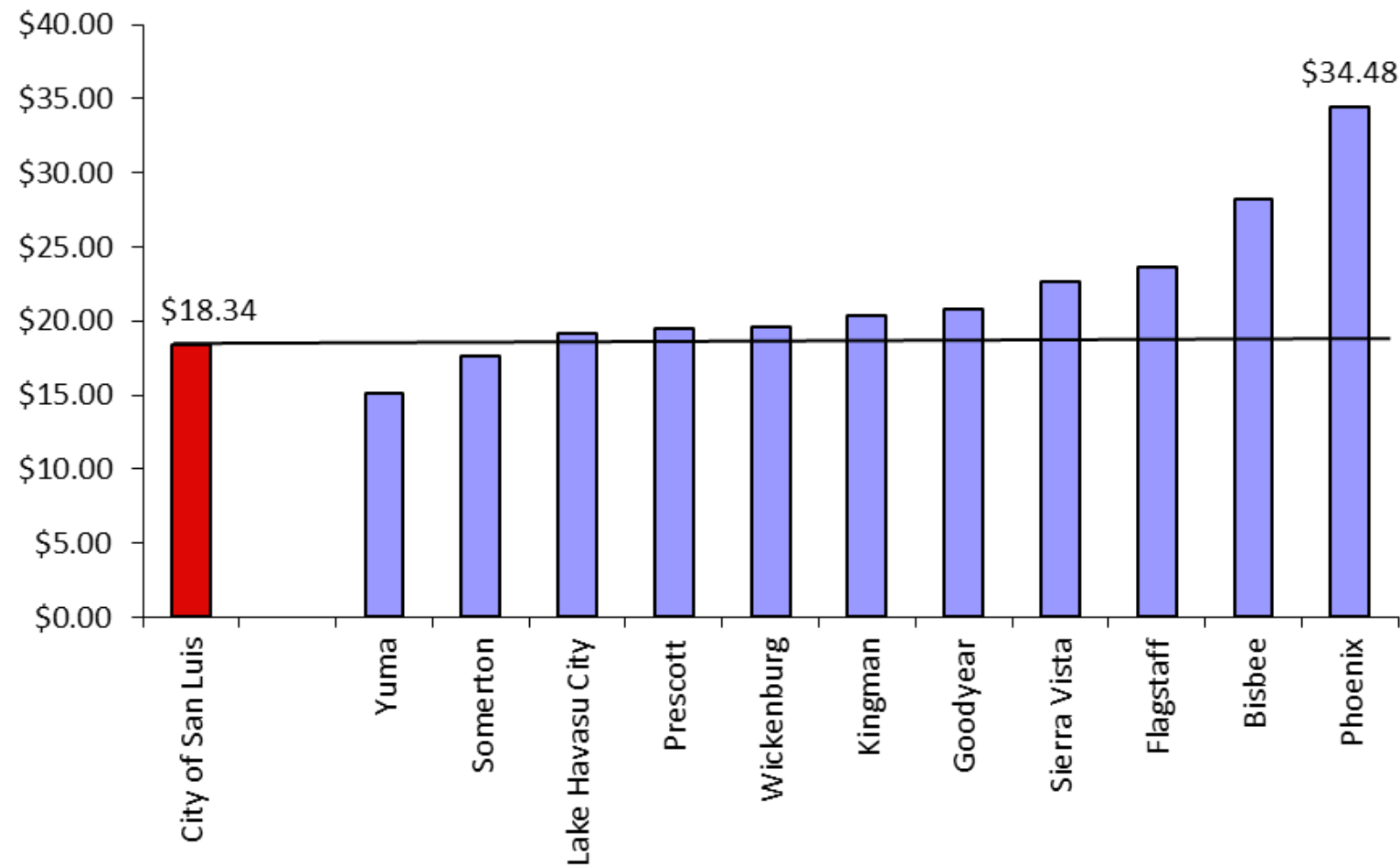


	Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
Residential 5,000 Gal	\$ 60.13	\$ 67.14 7.01	\$ 74.54 7.40	\$ 81.09 6.55	\$ 87.90 6.80	\$ 92.83 4.93
Residential 10,000 Gal	70.68	78.64 7.96	87.07 8.43	93.88 6.80	100.68 6.80	105.87 5.19
Comm/Gov/Sch 50,000 Gal	334.30	370.31 36.01	408.65 38.34	435.56 26.90	460.73 25.17	481.69 20.96

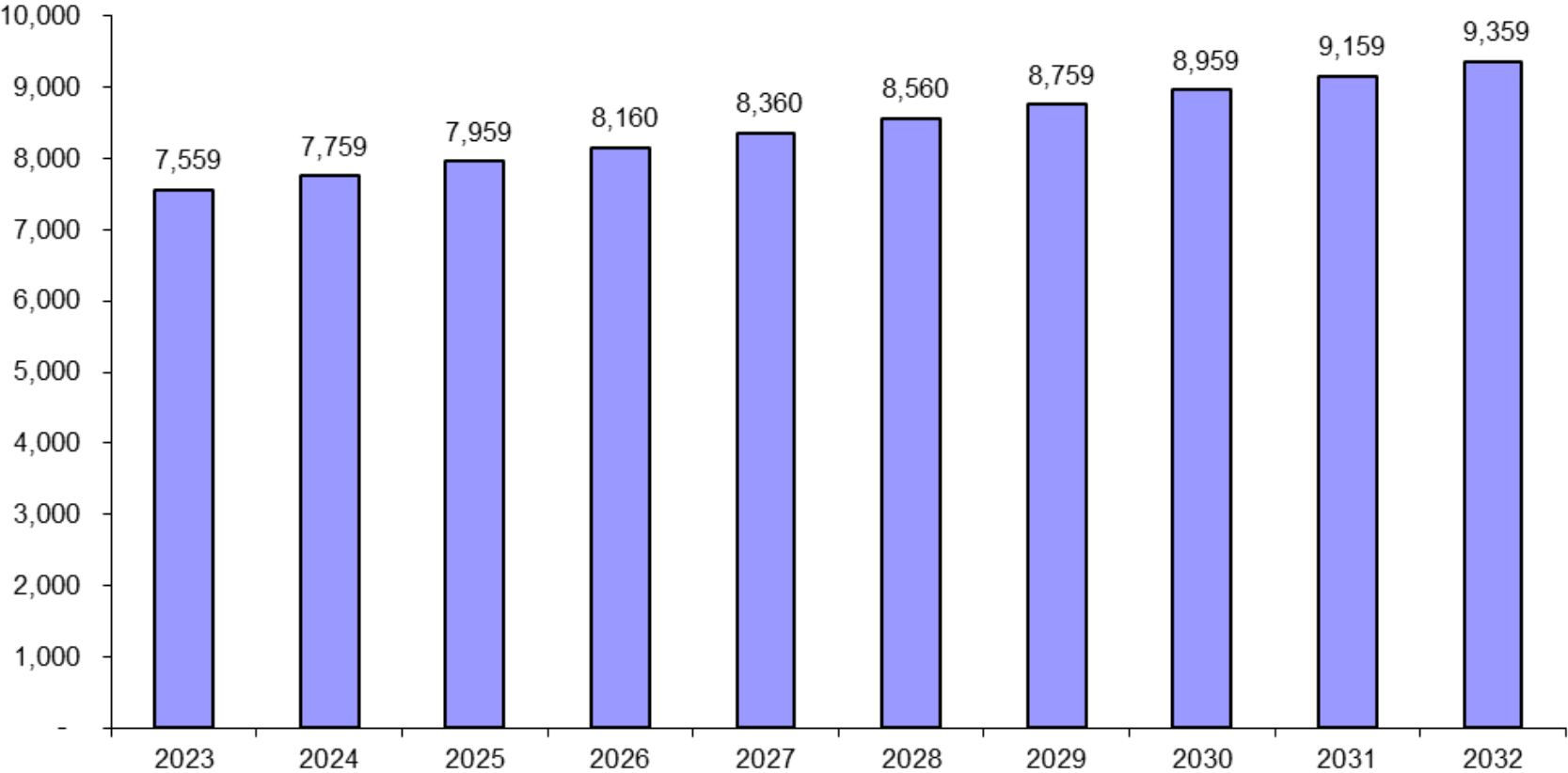
The background image shows industrial water treatment equipment, including large pipes, valves, and a pump, overlaid with a semi-transparent blue filter. The word "Sanitation" is centered in white text.

Sanitation

Current Monthly Residential Charges | Sanitation

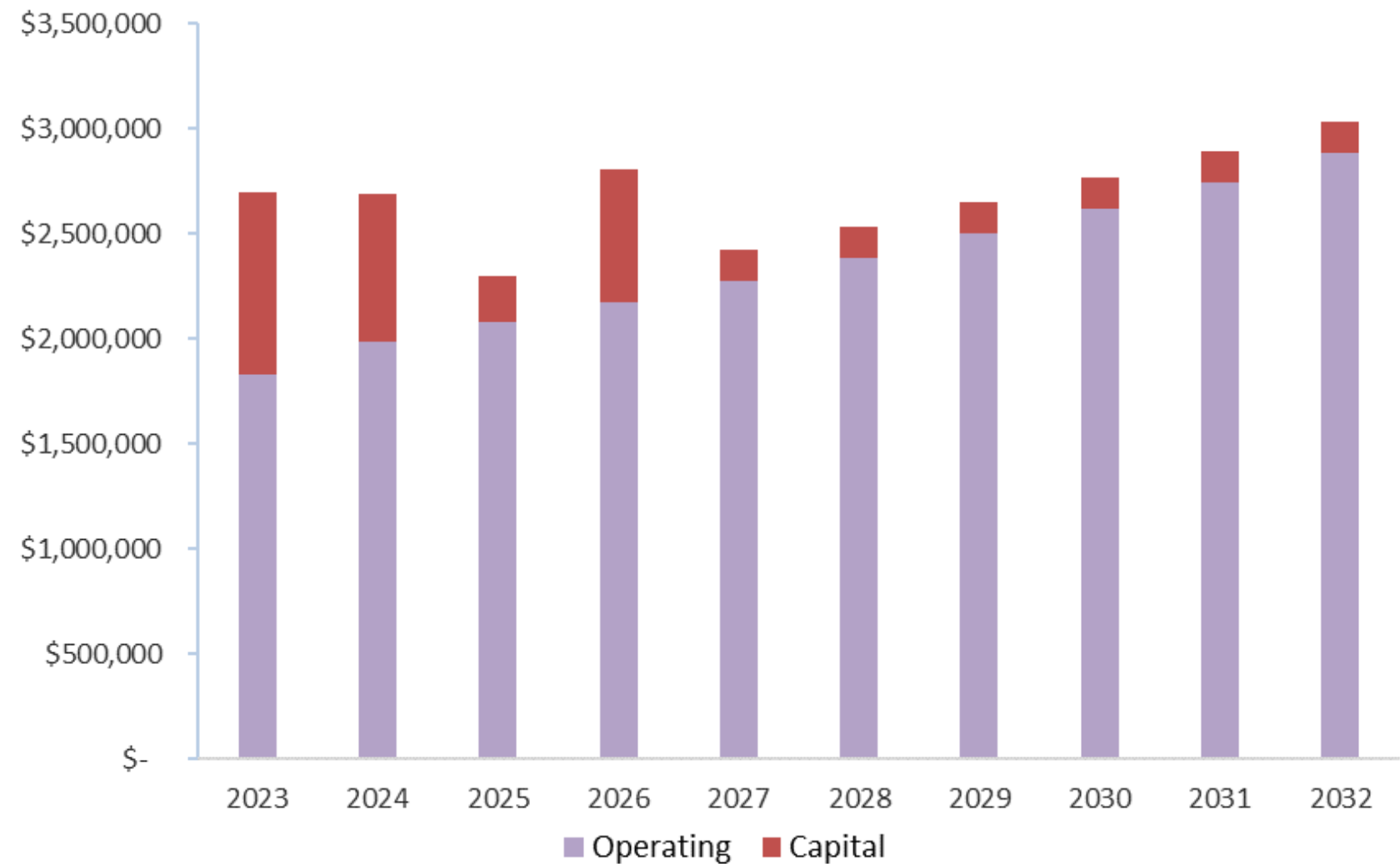


Forecast Sanitation Dept. Accounts



Account growth over period 2023-2032 forecast to be on average 200 new accounts per year.

Forecast Cost of Service | Sanitation



Notes on Sanitation Rate Plan



- Current sanitation revenues are not covering all costs
- Significant capital outlays required in next 3 years
- As with water/wastewater, Project team recommends 5-year rate plan with adjustments assumed to be effective April 27 2023 and January 1 of each year 2024 -- 2027
- Assumes no change in rate structure
- Rate plan funds entire cost of service without need for General Fund support after 2024



Sanitation Utility | Recommended Monthly Charges



Assumes no change in fundamental rate structure.

Rate Plan will also enable the City to fully fund its capital outlays without issuing debt.

	Current Rate	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27	Effective Jan-28
Residential	\$ 18.34	\$ 20.72	\$ 23.42	\$ 26.46	\$ 29.90	\$ 29.90	\$ 29.90
Increase		2.38	2.69	3.04	3.44	-	-
Senior	8.05	9.10	10.28	11.62	13.13	13.13	13.13
Increase		1.05	1.18	1.34	1.51	-	-
Environmental Fee	0.50	1.80	1.81	1.82	1.83	1.84	1.85

The background of the slide is a photograph of industrial machinery, likely a pump or compressor system, with various pipes, valves, and a large electric motor. The entire image is covered with a semi-transparent blue overlay. The word "SUMMARY" is centered in white, bold, uppercase letters.

SUMMARY

How Does Rate Plan Benefit Ratepayers & City?



- Proposed rate plans enable the utility to fully fund all maintenance, operating and capital costs
- Will enable City to continue to provide an acceptable quality of service
- Will enable City to invest \$46.9 million to maintain and improve the utility system
- City's rates will continue to be below state average





Questions and Discussion

City of San Luis

2022 Water/Wastewater/Sanitation Rate Study

City Council Presentation And Final Report

December 2022



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City of San Luis

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2,001 - Above

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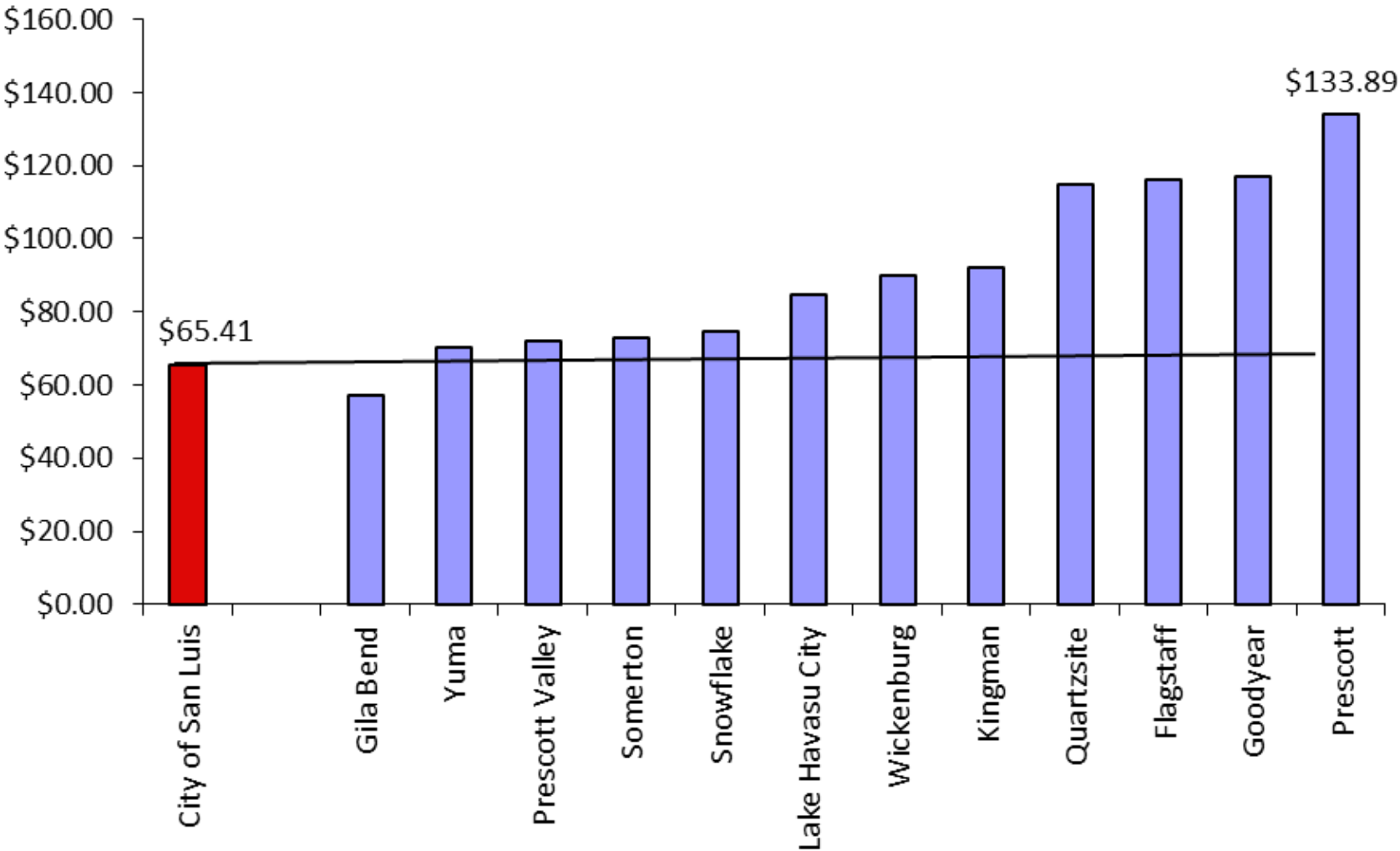
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Current Monthly Residential Charges | 7,500 Gal Water and Wastewater



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WATER & WASTEWATER CUSTOMERS & VOLUMES

Water and Wastewater Accounts | Test Year 2023



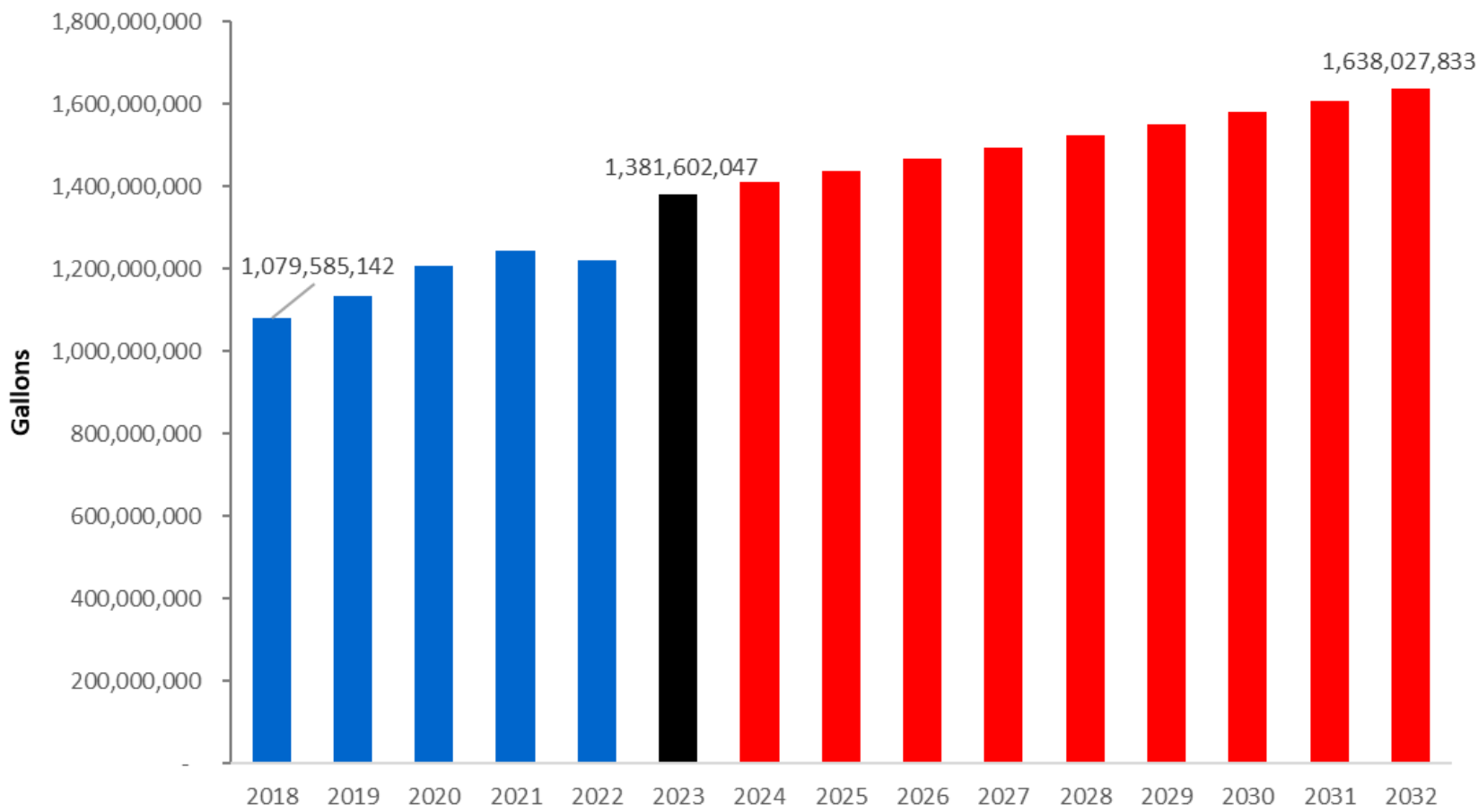
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**Billed consumption
average annual growth
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considerably with
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WATER & WASTEWATER CURRENT AND FORECAST COST OF SERVICE

City of San Luis

Water and Wastewater Rate Background



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- Personnel costs to increase to reach industry norms and allow more appropriate compensation to employees
- \$21 million WWTP expansion will add to operating costs in 2025
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Water/WW Capital Improvement Plan



FY 2023 - FY 2032

WATER Capital Improvement Plan

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Total		33,730,000

TOTAL Capital Improvement Plan

Total Water	\$	13,200,000	28%
Total Wastewater		33,730,000	72%
Total		46,930,000	

CIP Rate and Debt Financing

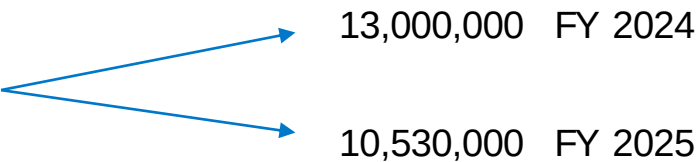


	<u>CIP Funding</u>
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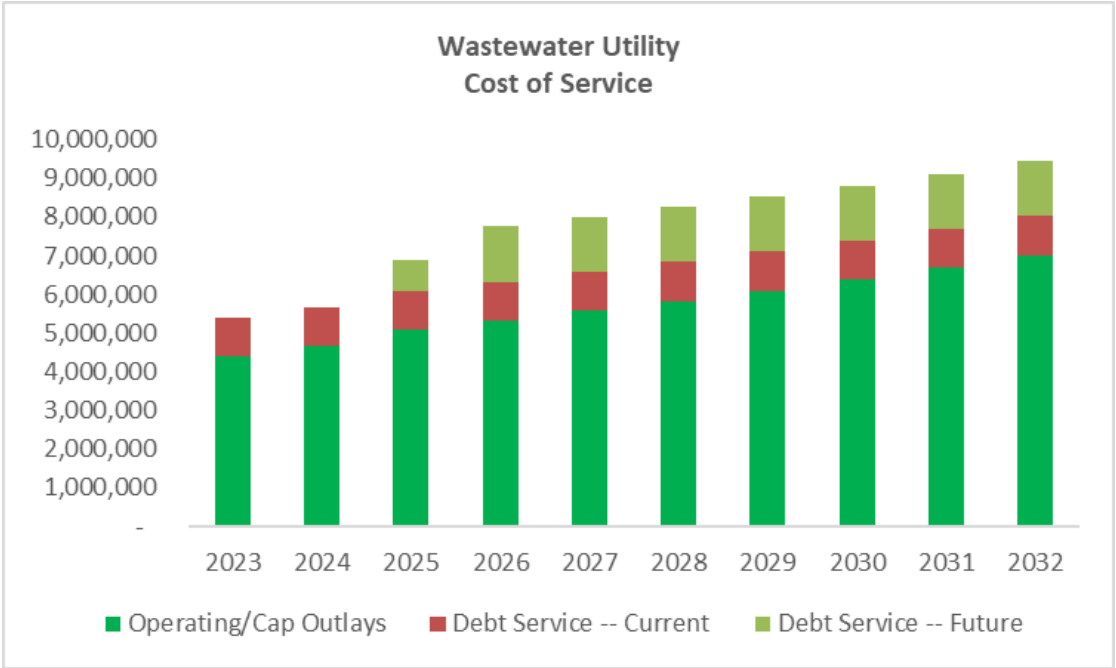
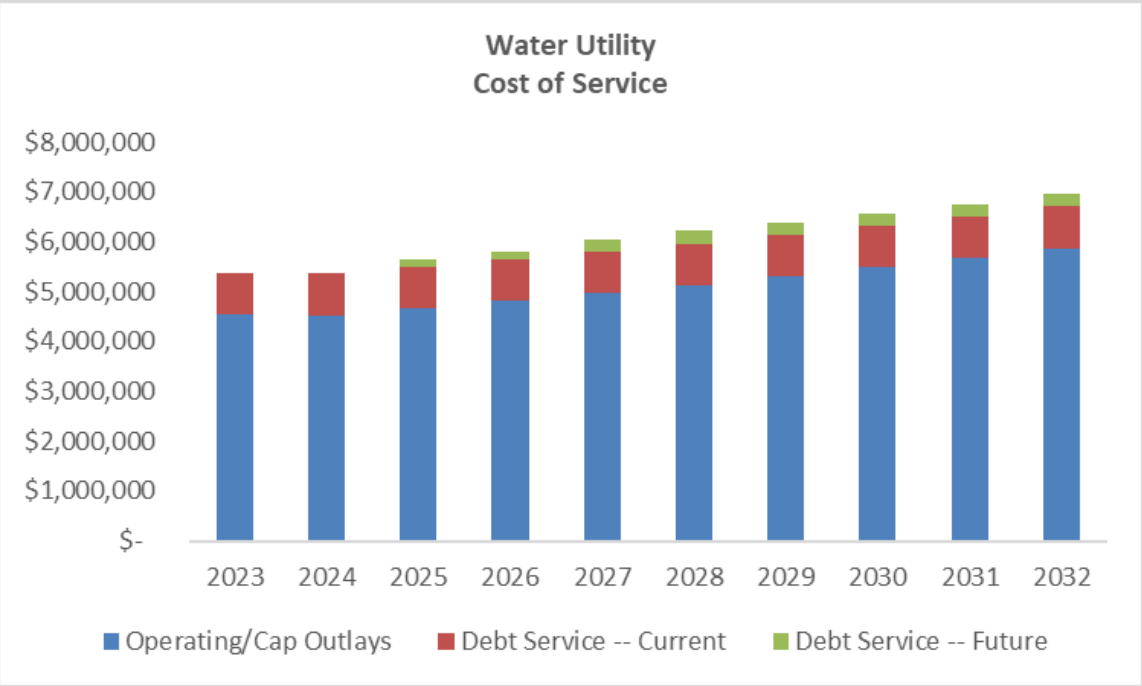
Bonds **23,530,000**

Total CIP Funding 46,930,000



Term: 20 Years Interest Rate: 4%

Forecast Revenue Requirement | Water and Wastewater



Forecast Revenue Requirement | Water and Wastewater



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2028		5,127,362		835,039		339,127		6,301,529		(342,540)		5,958,989
2029		5,299,043		834,887		339,127		6,473,058		(352,816)		6,120,241
2030		5,480,289		835,114		339,127		6,654,530		(363,401)		6,291,129
2031		5,671,750		835,643		339,127		6,846,521		(374,303)		6,472,218
2032		5,874,129		833,446		339,127		7,046,702		(385,532)		6,661,170
WASTEWATER Revenue Requirement												
2023	\$	4,391,131	\$	1,003,158	\$	-	\$	5,394,289	\$	(76,160)	\$	5,318,129
2024		4,671,103		1,003,871		-		5,674,974		(79,968)		5,595,006
2025		5,092,720		1,001,967		788,331		6,883,018		(82,367)		6,800,651
2026		5,322,722		1,003,737		1,426,879		7,753,339		(84,838)		7,668,501
2027		5,565,849		1,004,632		1,426,879		7,997,360		(87,383)		7,909,977
2028		5,822,967		1,004,117		1,426,879		8,253,963		(90,005)		8,163,959
2029		6,095,014		1,003,954		1,426,879		8,525,847		(92,705)		8,433,142
2030		6,382,999		1,004,063		1,426,879		8,813,941		(95,486)		8,718,455
2031		6,688,012		1,004,367		1,426,879		9,119,257		(98,351)		9,020,907
2032		7,011,229		1,001,640		1,426,879		9,439,748		(101,301)		9,338,447

A blue-tinted photograph of a water treatment plant interior, featuring large pipes, valves, and machinery. The image serves as a background for the title text.

WATER & WASTEWATER PROPOSED RATE PLAN

Notes on Water and Wastewater Rate Plan



- 5-year rate plan with adjustments assumed to be effective April 27 2023 and January 1 of each year 2024 -- 2027
- Assumes no change in rate structure
- Uniform percentage adjustments for base and volume charges
- Funds entire cost of service without need for General Fund support after 2024
- Funds \$23,530,000 in CIP-related long-term debt



Proposed Water Rate Plan



The rate plan fully funds all aspects of the water utility based on the existing market conditions and assumptions.

Rate Plan will also enable the City to fully fund its capital improvements.

WATER Rates

Residential

Base Charge - First 2,000 Gal
Usage Charge 2,001 Above

Comm/Gov/City/Schools/City

Base Charge 5/8
First 2,000 Gal 1"
1 1/2"
2"
Usage Charge -- Comm/Gov/City

Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
\$ 13.80	\$ 15.04	\$ 16.40	\$ 16.72	\$ 16.72	\$ 17.06
2.11	2.30	2.51	2.56	2.56	2.61
35.10	38.26	41.70	42.54	42.54	43.39
58.62	63.90	69.65	71.04	71.04	72.46
116.89	127.41	138.88	141.65	141.65	144.49
187.09	203.93	222.28	226.73	226.73	231.26
2.66	2.90	3.16	3.22	3.22	3.29

Proposed Wastewater Rate Plan



The rate plan fully funds all aspects of the wastewater utility based on the existing market conditions and assumptions.

Rate Plan will also enable the City to fully fund its capital improvements.

	Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
WASTEWATER Rates						
Residential						
Base Charge	\$ 40.00	\$ 45.20	\$ 50.62	\$ 56.70	\$ 63.50	\$ 67.95
Residential Senior						
Base Charge	20.23	22.86	25.60	28.68	32.12	34.36
Residential Gadsden						
Base Charge	55.27	62.46	69.95	78.34	87.74	93.89
Comm/Gov/Schools						
Base Charge	24.50	27.69	31.01	34.73	38.90	41.62
Usage Charge Per 1,000 Gal	2.47	2.79	3.13	3.50	3.92	4.20

Impact on Monthly Water and Wastewater Charges

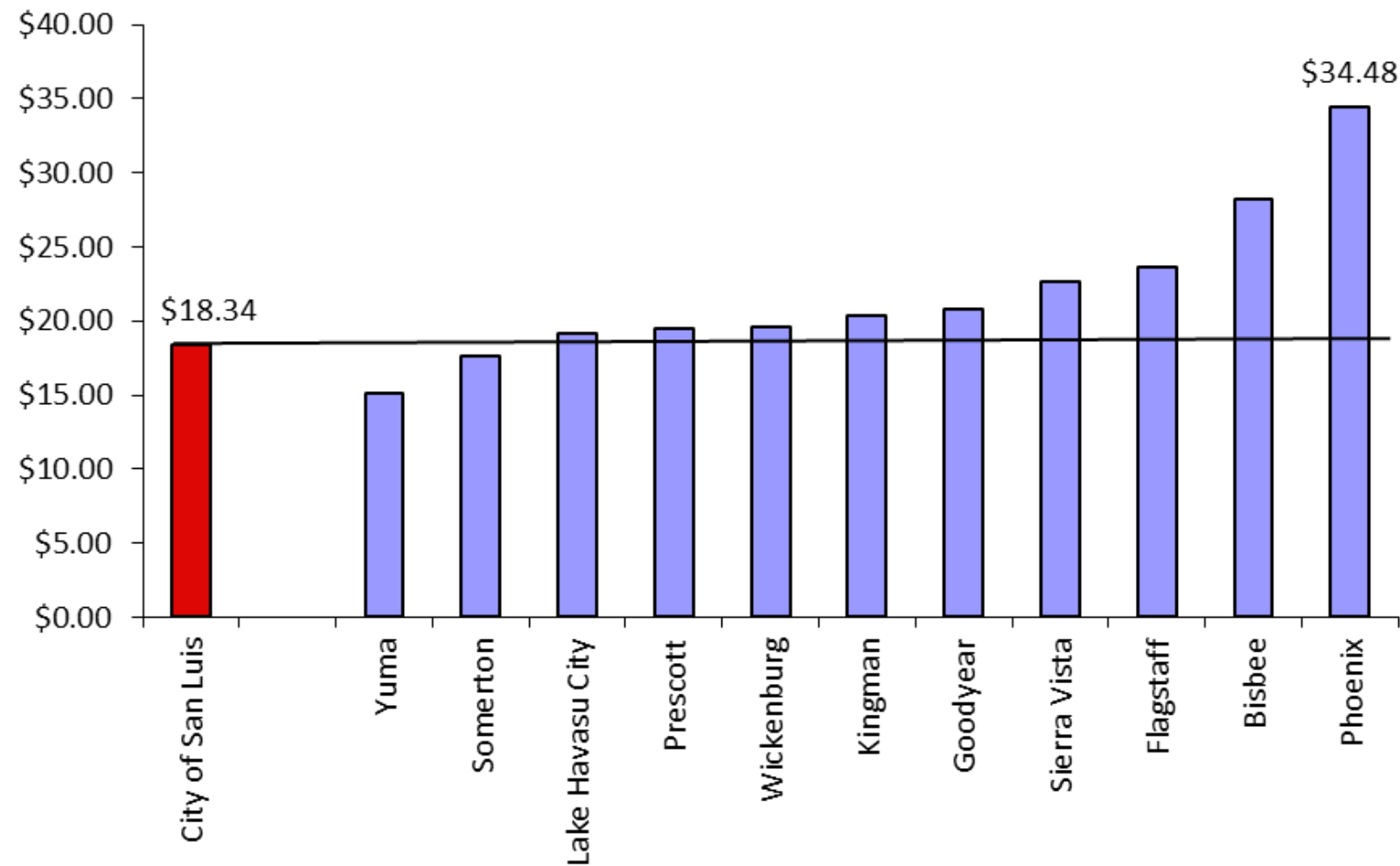


	Current	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27
Residential 5,000 Gal	\$ 60.13	\$ 67.14 7.01	\$ 74.54 7.40	\$ 81.09 6.55	\$ 87.90 6.80	\$ 92.83 4.93
Residential 10,000 Gal	70.68	78.64 7.96	87.07 8.43	93.88 6.80	100.68 6.80	105.87 5.19
Comm/Gov/Sch 50,000 Gal	334.30	370.31 36.01	408.65 38.34	435.56 26.90	460.73 25.17	481.69 20.96

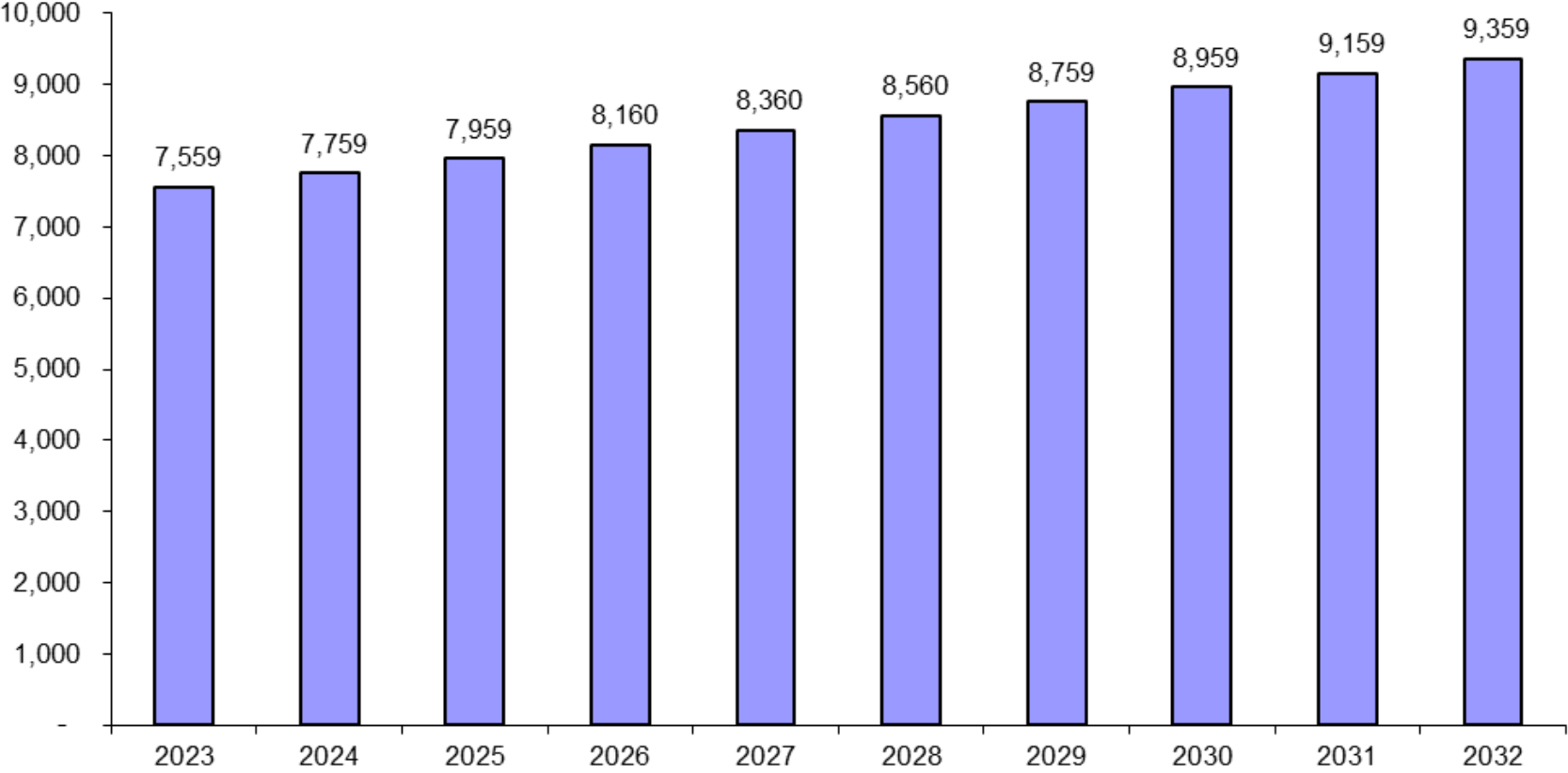
The background image shows industrial water treatment equipment, including large pipes, valves, and a pump, all overlaid with a semi-transparent blue filter. The word "Sanitation" is centered in white text.

Sanitation

Current Monthly Residential Charges | Sanitation

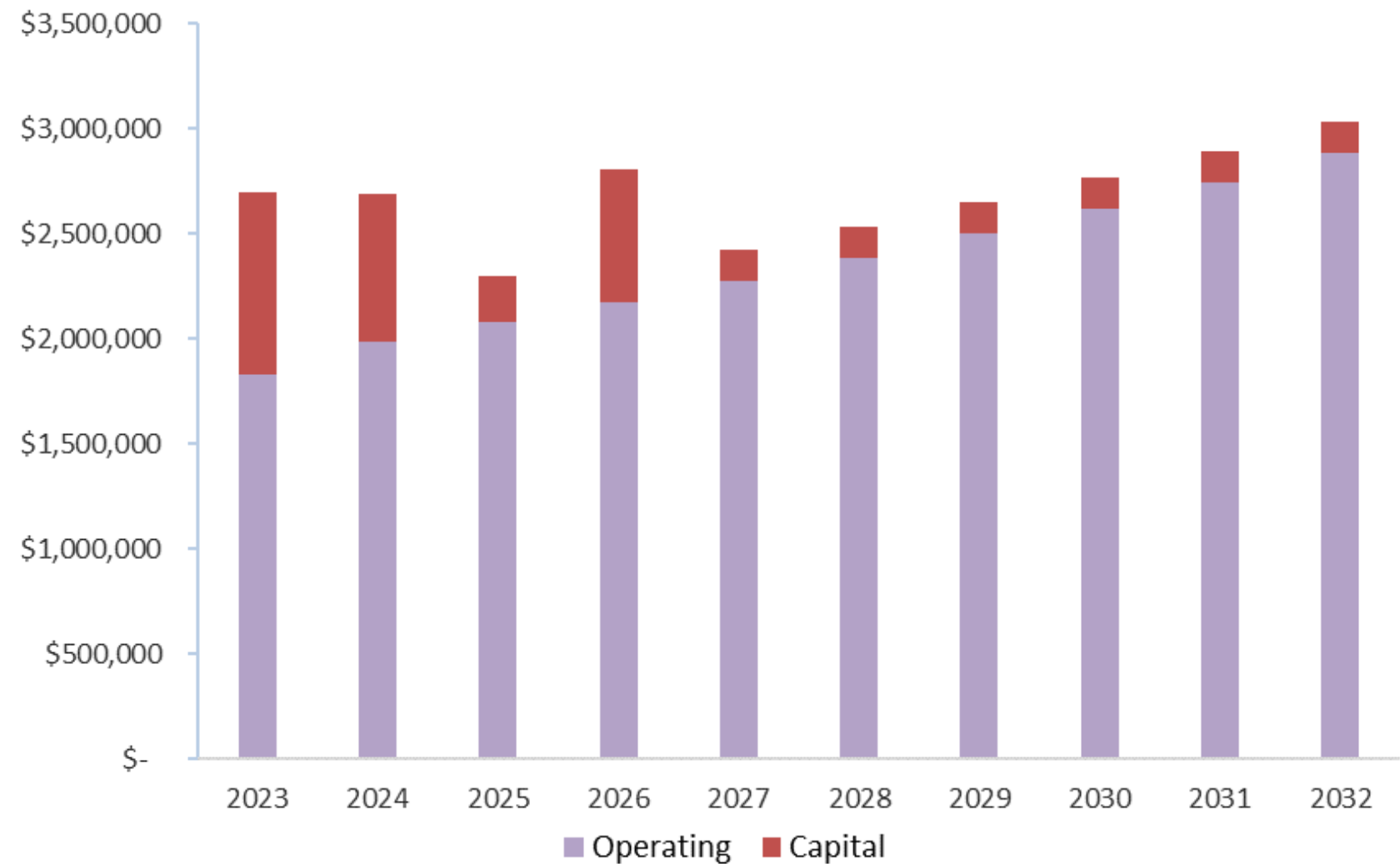


Forecast Sanitation Dept. Accounts



Account growth over period 2023-2032 forecast to be on average 200 new accounts per year.

Forecast Cost of Service | Sanitation



Notes on Sanitation Rate Plan



- Current sanitation revenues are not covering all costs
- Significant capital outlays required in next 3 years
- As with water/wastewater, Project team recommends 5-year rate plan with adjustments assumed to be effective April 27 2023 and January 1 of each year 2024 -- 2027
- Assumes no change in rate structure
- Rate plan funds entire cost of service without need for General Fund support after 2024



Sanitation Utility | Recommended Monthly Charges



Assumes no change in fundamental rate structure.

Rate Plan will also enable the City to fully fund its capital outlays without issuing debt.

	Current Rate	Effective Apr 27 2023	Effective Jan-24	Effective Jan-25	Effective Jan-26	Effective Jan-27	Effective Jan-28
Residential	\$ 18.34	\$ 20.72	\$ 23.42	\$ 26.46	\$ 29.90	\$ 29.90	\$ 29.90
Increase		2.38	2.69	3.04	3.44	-	-
Senior	8.05	9.10	10.28	11.62	13.13	13.13	13.13
Increase		1.05	1.18	1.34	1.51	-	-
Envirnmental Fee	0.50	1.80	1.81	1.82	1.83	1.84	1.85

The background of the slide is a photograph of industrial machinery, likely a pump or compressor system, with various pipes, valves, and a large electric motor. The entire image is covered with a semi-transparent blue overlay. The word "SUMMARY" is centered in white, bold, uppercase letters.

SUMMARY

How Does Rate Plan Benefit Ratepayers & City?



- Proposed rate plans enable the utility to fully fund all maintenance, operating and capital costs
- Will enable City to continue to provide an acceptable quality of service
- Will enable City to invest \$46.9 million to maintain and improve the utility system
- City's rates will continue to be below state average





Appendix A – Water/WW Rate Model



City of San Luis

Ten Year Rate Analysis and Pro Forma

Fiscal Years 2023 - 2032



Utility System

Water
Sewer
Combined

Dashboard

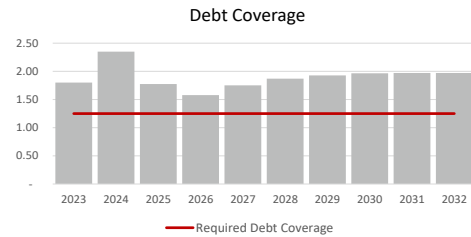
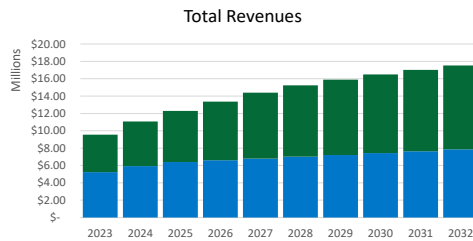
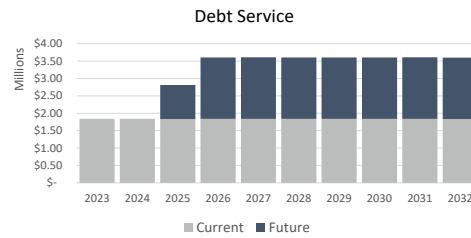
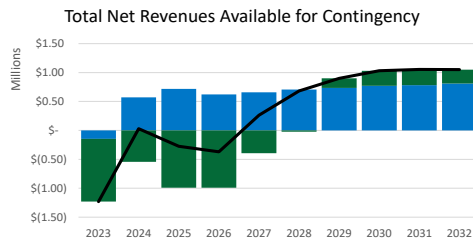
Projections
Bill Comparison
Comparable Utilities

Customer Class

All Classes

Years

10
5



Water Sewer

Combined Projections

Future Debt Term

20

Water Future Bond Issues

	Alternative	Proposed
2023		\$ -
2024		\$ 2,496,399
2025		\$ 2,022,084
2026		\$ -
2027		\$ -
2028		\$ -
2029		\$ -
2030		\$ -
2031		\$ -
2032		\$ -

Sewer Future Bond Issues

	Alternative	Proposed
2023		\$ -
2024		\$ 10,503,601
2025		\$ 8,507,916
2026		\$ -
2027		\$ -
2028		\$ -
2029		\$ -
2030		\$ -
2031		\$ -
2032		\$ -

Water Rate Adjustments

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Meter Charge	9.00%	9.00%	2.00%	0.00%	2.00%	0.00%	2.00%	0.00%	2.00%	0.00%
Volume Charge	9.00%	9.00%	2.00%	0.00%	2.00%	0.00%	2.00%	0.00%	2.00%	0.00%

Sewer Rate Adjustments

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Base Charge	13.00%	12.00%	12.00%	12.00%	7.00%	4.00%	2.00%	2.00%	0.00%	2.00%
Volume Charge	13.00%	12.00%	12.00%	12.00%	7.00%	4.00%	2.00%	2.00%	0.00%	2.00%

CITY OF SAN LUIS
WATER/WASTEWATER COST OF SERVICE MODEL

	Current	Effective Apr 27 2023	Effective January-24	Effective January-25	Effective January-26	Effective January-27	Effective January-28
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WATER Rates**W01 Residential**

Base Charge	5/8"	\$ -	\$ 13.80	\$ 15.04	\$ 16.40	\$ 16.72	\$ 16.72	\$ 17.06	\$ 17.06
Usage Charge	2,001	Above	2.11	2.30	2.51	2.56	2.56	2.61	2.61

W02 Comm/Gov

Base Charge	5/8"		35.10	38.26	41.70	42.54	42.54	43.39	43.39
Base Charge	1"		58.62	63.90	69.65	71.04	71.04	72.46	72.46
Base Charge	1 1/2"		116.89	127.41	138.88	141.65	141.65	144.49	144.49
Base Charge	2"		187.09	203.93	222.28	226.73	226.73	231.26	231.26
Base Charge	3"		409.64	446.51	486.69	496.43	496.43	506.36	506.36
Base Charge	4"		1,404.07	1,530.44	1,668.18	1,701.54	1,701.54	1,735.57	1,735.57
Base Charge	6"		2,925.15	3,188.41	3,475.37	3,544.88	3,544.88	3,615.78	3,615.78
Base Charge	8"		4,212.22	4,591.32	5,004.54	5,104.63	5,104.63	5,206.72	5,206.72
Usage Charge	2,001	Above	2.66	2.90	3.16	3.22	3.22	3.29	3.29

W03 School

Base Charge	5/8"		35.10	38.26	41.70	42.54	42.54	43.39	43.39
Base Charge	1"		58.62	63.90	69.65	71.04	71.04	72.46	72.46
Base Charge	1 1/2"		116.89	127.41	138.88	141.65	141.65	144.49	144.49
Base Charge	2"		187.09	203.93	222.28	226.73	226.73	231.26	231.26
Base Charge	3"		409.64	446.51	486.69	496.43	496.43	506.36	506.36
Base Charge	4"		1,404.07	1,530.44	1,668.18	1,701.54	1,701.54	1,735.57	1,735.57
Base Charge	6"		2,925.15	3,188.41	3,475.37	3,544.88	3,544.88	3,615.78	3,615.78
Base Charge	8"		4,212.22	4,591.32	5,004.54	5,104.63	5,104.63	5,206.72	5,206.72
Usage Charge	2,001	Above	2.95	3.22	3.50	3.57	3.57	3.65	3.65

W04 City

Base Charge	5/8"		35.10	38.26	41.70	42.54	42.54	43.39	43.39
Base Charge	1"		58.62	63.90	69.65	71.04	71.04	72.46	72.46
Base Charge	1 1/2"		116.89	127.41	138.88	141.65	141.65	144.49	144.49
Base Charge	2"		187.09	203.93	222.28	226.73	226.73	231.26	231.26
Base Charge	3"		409.64	446.51	486.69	496.43	496.43	506.36	506.36
Base Charge	4"		1,404.07	1,530.44	1,668.18	1,701.54	1,701.54	1,735.57	1,735.57
Base Charge	6"		2,925.15	3,188.41	3,475.37	3,544.88	3,544.88	3,615.78	3,615.78
Base Charge	8"		4,212.22	4,591.32	5,004.54	5,104.63	5,104.63	5,206.72	5,206.72
Usage Charge	2,001	Above	2.66	2.90	3.16	3.22	3.22	3.29	3.29

CITY OF SAN LUIS
WATER/WASTEWATER COST OF SERVICE MODEL

Current	Effective Apr 27 2023	Effective January-24	Effective January-25	Effective January-26	Effective January-27	Effective January-28
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Wastewater Rates**S01 Residential**

Base Charge	\$ 40.00	\$ 45.20	\$ 50.62	\$ 56.70	\$ 63.50	\$ 67.95	\$ 70.67
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Usage Charge	-	-	-	-	-	-	-
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S02 Residential - Senior

Base Charge	20.23	22.86	25.60	28.68	32.12	34.36	35.74
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Usage Charge	-	-	-	-	-	-	-
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S03 Residential Gadsden

Base Charge	55.27	62.46	69.95	78.34	87.74	93.89	97.64
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Usage Charge	-	-	-	-	-	-	-
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S04 Comm/Gov/Schools

Base Charge	24.50	27.69	31.01	34.73	38.90	41.62	43.28
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Usage Charge	- Above	2.47	2.79	3.13	3.50	3.92	4.20	4.36
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S05 Gadsden - School

Base Charge	205.81	232.57	260.47	291.73	326.74	349.61	363.59
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Usage Charge	-	-	-	-	-	-	-
--------------	---	---	---	---	---	---	---

S06 Gadsden - Non Residential

Base Charge	5/8"	76.35	86.28	96.63	108.22	121.21	129.70	134.88
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Usage Charge	- Above	-	-	-	-	-	-
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CITY OF SAN LUIS WATER/WASTEWATER COST OF SERVICE MODEL											
	Test Year										
	Prior	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032

Model Summary**Scen: 2022 12 28 -- Status Quo****Water and Wastewater Rates****Water Rates -- Residential**

			Effective	Apr 27 2023	Jan-24	Jan-25	Jan-26	Jan-27	Jan-28	Jan-29	Jan-30	Jan-31	Jan-32											
<u>Monthly Water Service Charge</u>																								
Service Fee			\$	13.80	\$	15.04	\$	16.40	\$	16.72	\$	16.72	\$	17.06	\$	17.06	\$	17.40	\$	17.40	\$	17.75	\$	17.75
<u>Volume Rate</u>																								
2,001	Above		\$	2.11	\$	2.30	\$	2.51	\$	2.56	\$	2.56	\$	2.61	\$	2.61	\$	2.66	\$	2.66	\$	2.71	\$	2.71
				-		-		-		-		-		-		-		-		-		-		-
				-		-		-		-		-		-		-		-		-		-		-

Wastewater Rates -- Residential

<u>Residential</u>																							
Base Chg		\$	40.00	\$	45.20	\$	50.62	\$	56.70	\$	63.50	\$	67.95	\$	70.67	\$	72.08	\$	73.52	\$	73.52	\$	74.99
Usage Chg	- Above		-		-		-		-		-		-		-		-		-		-		-

Residential Monthly Bill -- 5/8" Meter

5,000	Total	\$	60.13	\$	67.14	\$	74.54	\$	81.09	\$	87.90	\$	92.83	\$	95.55	\$	97.46	\$	98.90	\$	99.41	\$	100.88
	Dollar Inc				7.01		7.40		6.55		6.80		4.93		2.72		1.91		1.44		0.51		1.47
	Percent Inc				11.7%		11.0%		8.8%		8.4%		5.6%		2.9%		2.0%		1.5%		0.5%		1.5%
7,500	Total	\$	65.41	\$	72.89	\$	80.81	\$	87.49	\$	94.29	\$	99.35	\$	102.07	\$	104.11	\$	105.55	\$	106.19	\$	107.66
	Dollar Inc				7.49		7.92		6.68		6.80		5.06		2.72		2.04		1.44		0.64		1.47
	Percent Inc				11.4%		10.9%		8.3%		7.8%		5.4%		2.7%		2.0%		1.4%		0.6%		1.4%
10,000 W	Total		70.68		78.64		87.07		93.88		100.68		105.87		108.59		110.76		112.20		112.98		114.45
	Dollar Inc				7.96		8.43		6.80		6.80		5.19		2.72		2.17		1.44		0.77		1.47
	Percent Inc				11.3%		10.7%		7.8%		7.2%		5.2%		2.6%		2.0%		1.3%		0.7%		1.3%
30,000 W	Total		112.88		124.64		137.21		145.02		151.82		158.03		160.75		163.97		165.41		167.25		168.72
	Dollar Inc				11.76		12.57		7.81		6.80		6.21		2.72		3.22		1.44		1.84		1.47
	Percent Inc				10.4%		10.1%		5.7%		4.7%		4.1%		1.7%		2.0%		0.9%		1.1%		0.9%
50,000 W	Total		155.08		170.64		187.35		196.16		202.96		210.20		212.92		217.17		218.62		221.52		222.99
	Dollar Inc				15.56		16.71		8.81		6.80		7.23		2.72		4.26		1.44		2.90		1.47
	Percent Inc				10.0%		9.8%		4.7%		3.5%		3.6%		1.3%		2.0%		0.7%		1.3%		0.7%

Revenues and Expenses

CITY OF SAN LUIS
WATER/WASTEWATER COST OF SERVICE MODEL

	Prior	Test Year 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Model Summary											
Scen: 2022 12 28 -- Status Quo											
Water and Wastewater Fund											
Water Rate Revenues	\$	4,946,804	\$ 5,626,954	\$ 6,088,206	\$ 6,282,508	\$ 6,465,086	\$ 6,665,647	\$ 6,854,023	\$ 7,062,189	\$ 7,256,363	\$ 7,471,325
Wastewater Rate Revenues		4,234,494	5,052,671	5,810,185	6,676,744	7,515,475	8,140,378	8,599,275	8,977,989	9,290,987	9,579,275
Non-Rate Revenues		<u>366,010</u>	<u>384,311</u>	<u>395,840</u>	<u>407,715</u>	<u>419,946</u>	<u>432,545</u>	<u>445,521</u>	<u>458,887</u>	<u>472,653</u>	<u>486,833</u>
Total Revenues		9,547,308	11,063,936	12,294,231	13,366,966	14,400,508	15,238,569	15,898,819	16,499,065	17,020,003	17,537,432
Operating Expenses		<u>6,236,881</u>	<u>6,744,206</u>	<u>7,304,826</u>	<u>7,681,245</u>	<u>8,078,679</u>	<u>8,498,513</u>	<u>8,942,240</u>	<u>9,411,471</u>	<u>9,907,945</u>	<u>10,433,542</u>
Net Revenues Available for Debt and CO		3,310,427	4,319,730	4,989,405	5,685,722	6,321,829	6,740,056	6,956,579	7,087,593	7,112,057	7,103,891
Debt Service -- Current		1,837,959	1,838,778	1,835,705	1,838,779	1,840,275	1,839,156	1,838,841	1,839,177	1,840,010	1,835,086
Debt Service -- Future		-	-	975,694	1,766,006	1,766,006	1,766,006	1,766,006	1,766,006	1,766,006	1,766,006
Capital Outlays		<u>2,703,930</u>	<u>2,451,817</u>	<u>2,451,817</u>	<u>2,451,817</u>	<u>2,451,817</u>	<u>2,451,817</u>	<u>2,451,817</u>	<u>2,451,817</u>	<u>2,451,817</u>	<u>2,451,817</u>
Total Cost of Service		10,778,770	11,034,800	12,568,042	13,737,846	14,136,777	14,555,492	14,998,904	15,468,471	15,965,778	16,486,450
Net Cash Flow Available for Contingency		(1,231,462)	29,136	(273,811)	(370,880)	263,731	683,077	899,914	1,030,594	1,054,224	1,050,982
Percent of COS		-12.9%	0.3%	-2.2%	-2.8%	1.8%	4.5%	5.7%	6.2%	6.2%	6.0%
Debt Coverage		1.80	2.35	1.77	1.58	1.75	1.87	1.93	1.97	1.97	1.97

CITY OF SAN LUIS
WATER/WASTEWATER COST OF SERVICE MODEL

	Prior	Test Year 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Model Summary											
Scen: 2022 12 28 -- Status Quo											
Water Fund											
Water Rate Revenues	\$	4,946,804	\$ 5,626,954	\$ 6,088,206	\$ 6,282,508	\$ 6,465,086	\$ 6,665,647	\$ 6,854,023	\$ 7,062,189	\$ 7,256,363	\$ 7,471,325
Non-Rate Revenues		289,850	304,343	313,473	322,877	332,563	342,540	352,816	363,401	374,303	385,532
Total Revenues		5,236,654	5,931,297	6,401,679	6,605,385	6,797,650	7,008,187	7,206,839	7,425,590	7,630,666	7,856,857
Operating Expenses		2,719,710	2,927,006	3,066,010	3,212,426	3,366,733	3,529,449	3,701,129	3,882,376	4,073,837	4,276,216
Net Revenues Available for Debt and CO		2,516,944	3,004,291	3,335,669	3,392,959	3,430,916	3,478,738	3,505,710	3,543,214	3,556,828	3,580,641
Debt Service -- Current		834,801	834,907	833,738	835,041	835,642	835,039	834,887	835,114	835,643	833,446
Debt Service -- Future		-	-	187,363	339,127	339,127	339,127	339,127	339,127	339,127	339,127
Capital Outlays		1,829,970	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913
Total Cost of Service		5,384,481	5,359,827	5,685,024	5,984,508	6,139,417	6,301,529	6,473,058	6,654,530	6,846,521	7,046,702
Net Cash Flow Available for Contingency		(147,826)	571,470	716,655	620,877	658,233	706,658	733,782	771,060	784,144	810,154
Percent of COS		-2.8%	9.6%	11.2%	9.4%	9.7%	10.1%	10.2%	10.4%	10.3%	10.3%
Wastewater Fund											
WW Rate Revenues	\$	4,234,494	\$ 5,052,671	\$ 5,810,185	\$ 6,676,744	\$ 7,515,475	\$ 8,140,378	\$ 8,599,275	\$ 8,977,989	\$ 9,290,987	\$ 9,579,275
Non-Rate Revenues		76,160	79,968	82,367	84,838	87,383	90,005	92,705	95,486	98,351	101,301
Total Revenues		4,310,654	5,132,639	5,892,552	6,761,582	7,602,858	8,230,382	8,691,979	9,073,475	9,389,337	9,680,576
Operating Expenses		3,517,171	3,817,199	4,238,817	4,468,819	4,711,946	4,969,064	5,241,111	5,529,096	5,834,108	6,157,326
Net Revenues Available for Debt and CO		793,483	1,315,440	1,653,736	2,292,763	2,890,912	3,261,318	3,450,868	3,544,379	3,555,229	3,523,250
Debt Service -- Current		1,003,158	1,003,871	1,001,967	1,003,737	1,004,632	1,004,117	1,003,954	1,004,063	1,004,367	1,001,640
Debt Service -- Future		-	-	788,331	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879
Capital Outlays		873,960	853,903	853,903	853,903	853,903	853,903	853,903	853,903	853,903	853,903
Total Cost of Service		5,394,289	5,674,974	6,883,018	7,753,339	7,997,360	8,253,963	8,525,847	8,813,941	9,119,257	9,439,748
Net Cash Flow Available for Contingency		(1,083,635)	(542,334)	(990,466)	(991,757)	(394,502)	(23,581)	166,133	259,534	270,080	240,828
Percent of COS		-25.1%	-10.6%	-16.8%	-14.7%	-5.2%	-0.3%	1.9%	2.9%	2.9%	2.5%
Water/WW Net Cash Flow for Contingency		(1,231,462)	29,136	(273,811)	(370,880)	263,731	683,077	899,914	1,030,594	1,054,224	1,050,982
Percent of COS		-12.9%									
Debt Coverage		1.80	2.35	1.77	1.58	1.75	1.87	1.93	1.97	1.97	1.97

CITY OF SAN LUIS WATER/WASTEWATER COST OF SERVICE MODEL											
	Test Year										
	Prior	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032

Model Summary**Scen: 2022 12 28 -- Status Quo****Total Accounts**Water Accounts

Total Accounts	8,103	8,303	8,503	8,703	8,903	9,103	9,303	9,503	9,703	9,903
New Accounts		200	200	200	200	200	200	200	200	200
Avg. Annual Growth Rate		2.47%	2.41%	2.35%	2.30%	2.25%	2.20%	2.15%	2.10%	2.06%

Wastewater Accounts

Total Accounts	7,972	8,172	8,372	8,572	8,772	8,972	9,172	9,372	9,572	9,772
New Accounts		200	200	200	200	200	200	200	200	200
Avg. Annual Growth Rate		2.51%	2.45%	2.39%	2.33%	2.28%	2.23%	2.18%	2.13%	2.09%

Annual Water Consumption

W01	Residential	889,359,357	911,333,126	933,306,894	955,280,662	977,254,430	999,228,199	1,021,201,967	1,043,175,735	1,065,149,503	1,087,123,272
W02	Comm/Gov	166,860,433	173,378,419	179,896,404	186,414,390	192,932,376	199,450,361	205,968,347	212,486,333	219,004,318	225,522,304
W03	School	83,780,008	83,780,008	83,780,008	83,780,008	83,780,008	83,780,008	83,780,008	83,780,008	83,780,008	83,780,008
W04	City	241,602,249	241,602,249	241,602,249	241,602,249	241,602,249	241,602,249	241,602,249	241,602,249	241,602,249	241,602,249
W05	Gadsden - Res	-	-	-	-	-	-	-	-	-	-
0	0	-	-	-	-	-	-	-	-	-	-
0	0	-	-	-	-	-	-	-	-	-	-
0	0	-	-	-	-	-	-	-	-	-	-
0	TOTAL	1,381,602,047	1,410,093,801	1,438,585,555	1,467,077,309	1,495,569,063	1,524,060,817	1,552,552,571	1,581,044,325	1,609,536,079	1,638,027,833

CITY OF SAN LUIS
WATER/WASTEWATER COST OF SERVICE MODEL

Current 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032

WATER Summary**Scen: 2022 12 28 -- Status Quo****Water Rates****Residential**Monthly Water Service Charge

Service Fee	\$	13.80	\$	15.04	\$	16.40	\$	16.72	\$	16.72	\$	17.06	\$	17.06	\$	17.40	\$	17.40	\$	17.75	\$	17.75
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Volume Rate

2,001	Above	2.11	2.30	2.51	2.56	2.56	2.61	2.61	2.66	2.66	2.71	2.71
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-

CommercialMonthly Water Service Charge

5/8"	\$	35.10	\$	38.26	\$	41.70	\$	42.54	\$	42.54	\$	43.39	\$	43.39	\$	44.25	\$	44.25	\$	45.14	\$	45.14
1"		58.62		63.90		69.65		71.04		71.04		72.46		72.46		73.91		73.91		75.39		75.39
1 1/2"		116.89		127.41		138.88		141.65		141.65		144.49		144.49		147.38		147.38		150.32		150.32
2"		187.09		203.93		222.28		226.73		226.73		231.26		231.26		235.89		235.89		240.60		240.60
3"		409.64		446.51		486.69		496.43		496.43		506.36		506.36		516.48		516.48		526.81		526.81
4"		1,404.07		1,530.44		1,668.18		1,701.54		1,701.54		1,735.57		1,735.57		1,770.28		1,770.28		1,805.69		1,805.69
6"		2,925.15		3,188.41		3,475.37		3,544.88		3,544.88		3,615.78		3,615.78		3,688.09		3,688.09		3,761.85		3,761.85
8"		4,212.22		4,591.32		5,004.54		5,104.63		5,104.63		5,206.72		5,206.72		5,310.86		5,310.86		5,417.07		5,417.07

Volume Rate

2,001	Above	2.66	2.90	3.16	3.22	3.22	3.29	3.29	3.35	3.35	3.42	3.42
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-
		-	-	-	-	-	-	-	-	-	-	-

Impact on Residential Monthly Charges

5,000 Gallons	\$	20.13	\$	21.94	\$	23.92	\$	24.39	\$	24.39	\$	24.88	\$	24.88	\$	25.38	\$	25.38	\$	25.89	\$	25.89
Increase				1.81		1.97		0.48		-		0.49		-		0.50		-		0.51		-
7,500 Gallons		25.41		27.69		30.18		30.79		30.79		31.40		31.40		32.03		32.03		32.67		32.67
Increase				2.29		2.49		0.60		-		0.62		-		0.63		-		0.64		-
10,000 Gallons		30.68		33.44		36.45		37.18		37.18		37.92		37.92		38.68		38.68		39.46		39.46
Increase				2.76		3.01		0.73		-		0.74		-		0.76		-		0.77		-
20,000 Gallons		51.78		56.44		61.52		62.75		62.75		64.01		64.01		65.29		65.29		66.59		66.59
Increase				4.66		5.08		1.23		-		1.26		-		1.28		-		1.31		-

CITY OF SAN LUIS WATER/WASTEWATER COST OF SERVICE MODEL											
	Current	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032

WATER Summary**Scen: 2022 12 28 -- Status Quo****Impact on Commercial Monthly Charges - 2"**

10,000 Gallons	\$	208.37	\$	227.12	\$	247.56	\$	252.52	\$	252.52	\$	257.57	\$	257.57	\$	262.72	\$	262.72	\$	267.97	\$	267.97
Increase				18.75		20.44		4.95		-		5.05		-		5.15		-		5.25		-
20,000 Gallons		234.97		256.12		279.17		284.75		284.75		290.45		290.45		296.26		296.26		302.18		302.18
Increase				21.15		23.05		5.58		-		5.70		-		5.81		-		5.93		-
50,000 Gallons		314.77		343.10		373.98		381.46		381.46		389.09		389.09		396.87		396.87		404.81		404.81
Increase				28.33		30.88		7.48		-		7.63		-		7.78		-		7.94		-

WATER Revenues and Expenses**Water Revenues**Rate Revenue

W01 Residential	\$	2,802,000	\$	3,199,017	\$	3,470,614	\$	3,593,427	\$	3,706,719	\$	3,833,917	\$	3,950,880	\$	4,082,590	\$	4,203,325	\$	4,339,675
W02 Comm/Gov		942,360		1,088,219		1,198,351		1,253,418		1,310,741		1,367,354		1,426,564		1,485,937		1,546,928		1,608,113
W03 School		322,052		358,818		380,117		384,515		387,719		392,205		395,474		400,049		403,383		408,050
W04 City		880,393		980,901		1,039,124		1,051,147		1,059,907		1,072,170		1,081,105		1,093,614		1,102,727		1,115,486
W05 Gadsden - Res		-		-		-		-		-		-		-		-		-		-
		-		-		-		-		-		-		-		-		-		-
Water Rate Revenues		4,946,804		5,626,954		6,088,206		6,282,508		6,465,086		6,665,647		6,854,023		7,062,189		7,256,363		7,471,325
Total Non-Rate Revenues		289,850		304,343		313,473		322,877		332,563		342,540		352,816		363,401		374,303		385,532
Total Revenues		5,236,654		5,931,297		6,401,679		6,605,385		6,797,650		7,008,187		7,206,839		7,425,590		7,630,666		7,856,857

CITY OF SAN LUIS WATER/WASTEWATER COST OF SERVICE MODEL											
	Current	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
WATER Summary											
Scen: 2022 12 28 -- Status Quo											
Cost of Service											
Operating Expenses:											
301 - Utility Billing and Collection		-	-	-	-	-	-	-	-	-	-
302 - Water Operations		2,719,710	2,927,006	3,066,010	3,212,426	3,366,733	3,529,449	3,701,129	3,882,376	4,073,837	4,276,216
Total Operating		2,719,710	2,927,006	3,066,010	3,212,426	3,366,733	3,529,449	3,701,129	3,882,376	4,073,837	4,276,216
Net Revenues Available for Capital Outlays/Debt Service		2,516,944	3,004,291	3,335,669	3,392,959	3,430,916	3,478,738	3,505,710	3,543,214	3,556,828	3,580,641
Debt Service -- Current		834,801	834,907	833,738	835,041	835,642	835,039	834,887	835,114	835,643	833,446
Debt Service -- Future		-	-	187,363	339,127	339,127	339,127	339,127	339,127	339,127	339,127
Total Debt Service		834,801	834,907	1,021,101	1,174,169	1,174,770	1,174,166	1,174,015	1,174,241	1,174,771	1,172,573
Net Revenues Available for Capital Outlays		1,682,144	2,169,383	2,314,568	2,218,790	2,256,146	2,304,572	2,331,695	2,368,973	2,382,058	2,408,067
Capital Outlays		1,829,970	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913
Total Cost of Service		5,384,481	5,359,827	5,685,024	5,984,508	6,139,417	6,301,529	6,473,058	6,654,530	6,846,521	7,046,702
Net Cash Flow Available for Contingency		(147,826)	571,470	716,655	620,877	658,233	706,658	733,782	771,060	784,144	810,154
Percent		-2.7%	10.7%	12.6%	10.4%	10.7%	11.2%	11.3%	11.6%	11.5%	11.5%
WATER Debt Coverage		3.02	3.60	3.27	2.89	2.92	2.96	2.99	3.02	3.03	3.05

CITY OF SAN LUIS
WATER/WASTEWATER COST OF SERVICE MODEL

Current 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032

Revenue and Expense Summary**Scen: 2022 12 28 -- Status Quo****Wastewater Rates****Residential**

Base Chg	\$	40.00	\$	45.20	\$	50.62	\$	56.70	\$	63.50	\$	67.95	\$	70.67	\$	72.08	\$	73.52	\$	73.52	\$	74.99
Usage Chg		-		-		-		-		-		-		-		-		-		-		-

Commercial

Base Chg	\$	24.50	\$	27.69	\$	31.01	\$	34.73	\$	38.90	\$	41.62	\$	43.28	\$	44.15	\$	45.03	\$	45.03	\$	45.93
Usage Chg		2.47		2.79		3.13		3.50		3.92		4.20		4.36		4.45		4.54		4.54		4.63

Impact on Monthly Residential Charges

5,000 Gallons	\$	40.00	\$	45.20	\$	50.62	\$	56.70	\$	63.50	\$	67.95	\$	70.67	\$	72.08	\$	73.52	\$	73.52	\$	74.99
Increase				5.20		5.42		6.07		6.80		4.45		2.72		1.41		1.44		-		1.47
7,500 Gallons	\$	40.00	\$	45.20	\$	50.62	\$	56.70	\$	63.50	\$	67.95	\$	70.67	\$	72.08	\$	73.52	\$	73.52	\$	74.99
Increase				5.20		5.42		6.07		6.80		4.45		2.72		1.41		1.44		-		1.47
10,000 Gallons		40.00		45.20		50.62		56.70		63.50		67.95		70.67		72.08		73.52		73.52		74.99
Increase				5.20		5.42		6.07		6.80		4.45		2.72		1.41		1.44		-		1.47
20,000 Gallons		40.00		45.20		50.62		56.70		63.50		67.95		70.67		72.08		73.52		73.52		74.99
Increase				5.20		5.42		6.07		6.80		4.45		2.72		1.41		1.44		-		1.47

Impact on Monthly Commercial Charges

10,000 Gallons	\$	49.20	\$	55.60	\$	62.27	\$	69.74	\$	78.11	\$	83.58	\$	86.92	\$	88.66	\$	90.43	\$	90.43	\$	92.24
Increase				6.40		6.67		7.47		8.37		5.47		3.34		1.74		1.77		-		1.81
20,000 Gallons		73.90		83.51		93.53		104.75		117.32		125.53		130.56		133.17		135.83		135.83		138.55
Increase				9.61		10.02		11.22		12.57		8.21		5.02		2.61		2.66		-		2.72
50,000 Gallons		148.00		167.24		187.31		209.79		234.96		251.41		261.46		266.69		272.03		272.03		277.47
Increase				19.24		20.07		22.48		25.17		16.45		10.06		5.23		5.33		-		5.44

CITY OF SAN LUIS
WATER/WASTEWATER COST OF SERVICE MODEL

Current 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032

Revenue and Expense Summary**Scen: 2022 12 28 -- Status Quo****WASTEWATER Revenues and Expenses****Wastewater Revenues**Rate Revenue

S01 Residential	\$ 2,808,030	\$ 3,346,500	\$ 3,843,759	\$ 4,412,171	\$ 4,961,222	\$ 5,368,376	\$ 5,665,607	\$ 5,909,743	\$ 6,110,457	\$ 6,294,818
S02 Residential - Senior	443,707	526,816	602,937	689,742	773,049	833,886	877,431	912,623	941,030	966,869
S03 Residential Gadsden	115,194	133,779	149,832	167,812	184,220	194,722	200,851	204,868	207,238	208,965
S04 Comm/Gov/Schools	825,534	996,768	1,158,990	1,345,792	1,529,770	1,672,349	1,782,106	1,876,009	1,956,650	2,032,382
S05 Gadsden - School	2,523	2,930	3,282	3,676	4,035	4,265	4,399	4,487	4,539	4,577
S06 Gadsden - Non Residential	11,233	13,045	14,610	16,363	17,963	18,987	19,585	19,977	20,208	20,376
S07 City	28,273	32,834	36,774	41,187	45,214	47,791	49,296	50,282	50,863	51,287
S08 Other	-	-	-	-	-	-	-	-	-	-
WW Rate Revenues	4,234,494	5,052,671	5,810,185	6,676,744	7,515,475	8,140,378	8,599,275	8,977,989	9,290,987	9,579,275
Total Non-Rate Revenues	76,160	79,968	82,367	84,838	87,383	90,005	92,705	95,486	98,351	101,301
Total Revenues	4,310,654	5,132,639	5,892,552	6,761,582	7,602,858	8,230,382	8,691,979	9,073,475	9,389,337	9,680,576

Cost of Service

Operating Expenses:

Operating	2,566,951	2,813,371	3,198,349	3,390,288	3,593,866	3,809,889	4,039,231	4,282,833	4,541,715	4,816,981
Non-Departmental Allocations	950,220	1,003,828	1,040,467	1,078,531	1,118,080	1,159,175	1,201,880	1,246,263	1,292,393	1,340,345
Operating Expenses	3,517,171	3,817,199	4,238,817	4,468,819	4,711,946	4,969,064	5,241,111	5,529,096	5,834,108	6,157,326
Net Revenues Available for Debt Service	793,483	1,315,440	1,653,736	2,292,763	2,890,912	3,261,318	3,450,868	3,544,379	3,555,229	3,523,250
Debt Service -- Current	1,003,158	1,003,871	1,001,967	1,003,737	1,004,632	1,004,117	1,003,954	1,004,063	1,004,367	1,001,640
Debt Service -- Future	-	-	788,331	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879
Total Debt Service	1,003,158	1,003,871	1,790,298	2,430,616	2,431,511	2,430,996	2,430,833	2,430,942	2,431,246	2,428,519
Net Revenues Available for Capital Outlays	(209,675)	311,569	(136,562)	(137,853)	459,401	830,322	1,020,036	1,113,437	1,123,983	1,094,731
Capital Outlays	873,960	853,903	853,903	853,903	853,903	853,903	853,903	853,903	853,903	853,903
Total Cost of Service	5,394,289	5,674,974	6,883,018	7,753,339	7,997,360	8,253,963	8,525,847	8,813,941	9,119,257	9,439,748
Net Cash Flow Available for Contingency	(1,083,635)	(542,334)	(990,466)	(991,757)	(394,502)	(23,581)	166,133	259,534	270,080	240,828
Percent	-20.1%	-9.6%	-14.4%	-12.8%	-4.9%	-0.3%	1.9%	2.9%	3.0%	2.6%
WASTEWATER Debt Coverage	0.79	1.31	0.92	0.94	1.19	1.34	1.42	1.46	1.46	1.45

Forecast 2024-2032 CITY OF SAN LUIS WATER/WW COST OF SERVICE MODEL										
Total Expense:										
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Water Division										
NON-RATE REVENUES										
Total	\$ 289,850	\$ 304,343	\$ 313,473	\$ 322,877	\$ 332,563	\$ 342,540	\$ 352,816	\$ 363,401	\$ 374,303	\$ 385,532
OPERATING EXPENSES										
TOTAL OPERATING EXPENSES										
Personnel	\$ 827,190	\$ 922,936	\$ 984,064	\$ 1,049,746	\$ 1,120,361	\$ 1,196,318	\$ 1,278,068	\$ 1,366,099	\$ 1,460,943	\$ 1,563,184
Contractual Services/Supplies	1,011,240	1,078,726	1,128,841	1,180,982	1,235,224	1,291,648	1,350,334	1,411,368	1,474,837	1,540,833
Non-Departmental	881,280	925,344	953,104	981,697	1,011,148	1,041,483	1,072,727	1,104,909	1,138,056	1,172,198
Total	2,719,710	2,927,006	3,066,010	3,212,426	3,366,733	3,529,449	3,701,129	3,882,376	4,073,837	4,276,216
	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE
CAPITAL OUTLAYS										
Total	\$ 1,829,970	\$ 1,597,913	\$ 1,597,913	\$ 1,597,913	\$ 1,597,913	\$ 1,597,913	\$ 1,597,913	\$ 1,597,913	\$ 1,597,913	\$ 1,597,913
DEBT SERVICE -- CURRENT										
Principal	\$ 405,794	\$ 424,728	\$ 443,265	\$ 465,156	\$ 484,090	\$ 505,981	\$ 529,351	\$ 554,200	\$ 580,527	\$ 605,376
Interest	429,007	410,179	390,473	369,885	351,552	329,058	305,536	280,914	255,116	228,070
Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL	834,801	834,907	833,738	835,041	835,642	835,039	834,887	835,114	835,643	833,446
DEBT SERVICE -- FUTURE										
Principal	\$ -	\$ -	\$ 85,510	\$ 158,194	\$ 164,521	\$ 171,102	\$ 177,946	\$ 185,064	\$ 192,467	\$ 200,166
Interest	-	-	101,853	180,934	174,606	168,025	161,181	154,063	146,661	138,962
Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	187,363	339,127	339,127	339,127	339,127	339,127	339,127	339,127
TOTAL COST OF SERVICE										
Operating	\$ 2,719,710	\$ 2,927,006	\$ 3,066,010	\$ 3,212,426	\$ 3,366,733	\$ 3,529,449	\$ 3,701,129	\$ 3,882,376	\$ 4,073,837	\$ 4,276,216
Capital Outlays	1,829,970	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913	1,597,913
Debt service -- Current	834,801	834,907	833,738	835,041	835,642	835,039	834,887	835,114	835,643	833,446
Debt service -- Future	-	-	187,363	339,127	339,127	339,127	339,127	339,127	339,127	339,127
Total	5,384,481	5,359,827	5,685,024	5,984,508	6,139,417	6,301,529	6,473,058	6,654,530	6,846,521	7,046,702

Forecast 2024-2032 CITY OF SAN LUIS WATER/WW COST OF SERVICE MODEL										
Total Expense:										
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Wastewater Division										
NON-RATE REVENUES										
Total	\$ 76,160	\$ 79,968	\$ 82,367	\$ 84,838	\$ 87,383	\$ 90,005	\$ 92,705	\$ 95,486	\$ 98,351	\$ 101,301
301 OPERATING EXPENSES										
TOTAL OPERATING EXPENSES										
Personnel	\$ 1,363,810	\$ 1,521,117	\$ 1,621,237	\$ 1,728,769	\$ 1,844,326	\$ 1,968,571	\$ 2,102,233	\$ 2,246,100	\$ 2,401,036	\$ 2,567,983
Contractual Services/Supplies	1,203,141	1,292,255	1,577,113	1,661,519	1,749,540	1,841,318	1,936,998	2,036,733	2,140,678	2,248,998
Non Departmental	950,220	1,003,828	1,040,467	1,078,531	1,118,080	1,159,175	1,201,880	1,246,263	1,292,393	1,340,345
Total	3,517,171	3,817,199	4,238,817	4,468,819	4,711,946	4,969,064	5,241,111	5,529,096	5,834,108	6,157,326
	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	TRUE	FALSE	FALSE
CAPITAL OUTLAYS										
Total	\$ 873,960	\$ 853,903	\$ 853,903	\$ 853,903	\$ 853,903	\$ 853,903	\$ 853,903	\$ 853,903	\$ 853,903	\$ 853,903
DEBT SERVICE -- CURRENT										
Principal	\$ 505,120	\$ 528,651	\$ 550,630	\$ 577,307	\$ 600,838	\$ 627,515	\$ 655,765	\$ 685,587	\$ 716,983	\$ 746,805
Interest	498,038	475,220	451,337	426,430	403,794	376,603	348,189	318,476	287,384	254,835
Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL	1,003,158	1,003,871	1,001,967	1,003,737	1,004,632	1,004,117	1,003,954	1,004,063	1,004,367	1,001,640
DEBT SERVICE -- FUTURE										
Principal	\$ -	\$ -	\$ 359,784	\$ 665,600	\$ 692,224	\$ 719,913	\$ 748,710	\$ 778,658	\$ 809,804	\$ 842,197
Interest	-	-	428,547	761,279	734,655	706,966	678,169	648,221	617,074	584,682
Reserve	-	-	-	-	-	-	-	-	-	-
TOTAL	-	-	788,331	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879
TOTAL COST OF SERVICE										
Operating	\$ 3,517,171	\$ 3,817,199	\$ 4,238,817	\$ 4,468,819	\$ 4,711,946	\$ 4,969,064	\$ 5,241,111	\$ 5,529,096	\$ 5,834,108	\$ 6,157,326
Capital Outlays	873,960	853,903	853,903	853,903	853,903	853,903	853,903	853,903	853,903	853,903
Debt service -- Current	1,003,158	1,003,871	1,001,967	1,003,737	1,004,632	1,004,117	1,003,954	1,004,063	1,004,367	1,001,640
Debt service -- Future	-	-	788,331	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879	1,426,879
Total	5,394,289	5,674,974	6,883,018	7,753,339	7,997,360	8,253,963	8,525,847	8,813,941	9,119,257	9,439,748



Appendix B – Sanitation Rate Model

10 Year Forecast FY 2023 -- 2032 CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL											
	Prior	FY 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032

*Forecast Summary -- Sanitation Rate Plan***Sanitation Rates**Residential

Monthly Charge	\$	18.34	\$	20.72	\$	23.42	\$	26.46	\$	29.90	\$	29.90	\$	29.90	\$	30.50	\$	30.50	\$	30.50	\$	31.11
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Senior

Monthly Charge		8.05		9.10		10.28		11.62		13.13		13.13		13.13		13.39		13.39		13.39		13.66
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Commercial

Monthly Charge		30.14		34.06		38.49		43.49		49.14		49.14		49.14		50.13		50.13		50.13		51.13
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City 3 CY

Monthly Charge		139.22		157.32		177.77		200.88		226.99		226.99		226.99		231.53		231.53		231.53		236.17
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City 4 CY

Monthly Charge		200.97		227.10		256.62		289.98		327.68		327.68		327.68		334.23		334.23		334.23		340.91
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City 6 CY

Monthly Charge		277.88		314.00		354.82		400.95		453.08		453.08		453.08		462.14		462.14		462.14		471.38
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City 8 CY

Monthly Charge Per Room		371.26		419.52		474.06		535.69		605.33		605.33		605.33		617.44		617.44		617.44		629.78
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95 Gallon

Monthly Charge Per Space		30.14		34.06		38.49		43.49		49.14		49.14		49.14		50.13		50.13		50.13		51.13
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Schools

Monthly Charge Per Space		-		-		-		-		-		-		-		-		-		-		-
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Special Pickup

Monthly Charge Per Cart		10.00		11.30		12.77		14.43		16.30		16.30		16.30		16.63		16.63		16.63		16.96
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10 Year Forecast FY 2023 -- 2032 CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL											
	Prior	FY 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Input Area -- Rate Calculator											
Month Rate in Effect (July =1)		Apr 27 2023 10	Jan-24 7	Jan-25 7	Jan-26 7	Jan-27 7	Jan-28 7	Jan-29 7	Jan-30 7	Jan-31 7	Jan-32 7
Sanitation Rates											
Percent Increase		(1,048,060)	(684,091)	3,671	(171,699)	453,456	412,707	389,294	370,045	311,204	270,473
Residential		13.0%	13.0%	13.0%	13.0%	0.0%	0.0%	2.0%	0.0%	0.0%	2.0%
Other		13.0%	13.0%	13.0%	13.0%	0.0%	0.0%	2.0%	0.0%	0.0%	2.0%
Residential											
Total Customers		5,721	5,721	5,874	6,028	6,181	6,335	6,488	6,641	6,794	7,100
Monthly Charge	\$	18.34	\$ 20.72	\$ 23.42	\$ 26.46	\$ 29.90	\$ 29.90	\$ 29.90	\$ 30.50	\$ 30.50	\$ 31.11
Senior											
Total Customers		1,776	1,776	1,822	1,867	1,913	1,958	2,004	2,049	2,095	2,186
Monthly Charge	\$	8.05	\$ 9.10	\$ 10.28	\$ 11.62	\$ 13.13	\$ 13.13	\$ 13.13	\$ 13.39	\$ 13.39	\$ 13.66
Commercial											
Total Customers		29	29	30	31	33	34	35	36	37	40
Monthly Charge	\$	30.14	\$ 34.06	\$ 38.49	\$ 43.49	\$ 49.14	\$ 49.14	\$ 49.14	\$ 50.13	\$ 50.13	\$ 51.13
City 3 CY											
Total Customers		5	5	5	5	5	5	5	5	5	5
Monthly Charge	\$	139.22	\$ 157.32	\$ 177.77	\$ 200.88	\$ 226.99	\$ 226.99	\$ 226.99	\$ 231.53	\$ 231.53	\$ 236.17
City 4 CY											
Total Customers		3	3	3	3	3	3	3	3	3	3
Monthly Charge	\$	200.97	\$ 227.10	\$ 256.62	\$ 289.98	\$ 327.68	\$ 327.68	\$ 327.68	\$ 334.23	\$ 334.23	\$ 340.91
City 6 CY											
Total Customers		5	5	5	5	5	5	5	5	5	5
Monthly Charge	\$	277.88	\$ 314.00	\$ 354.82	\$ 400.95	\$ 453.08	\$ 453.08	\$ 453.08	\$ 462.14	\$ 462.14	\$ 471.38
City 8 CY											
Total Customers		2	2	2	2	2	2	2	2	2	2
Monthly Charge Per Room	\$	371.26	\$ 419.52	\$ 474.06	\$ 535.69	\$ 605.33	\$ 605.33	\$ 605.33	\$ 617.44	\$ 617.44	\$ 629.78
95 Gallon											
Total Customers		18	18	18	18	18	18	18	18	18	18
Monthly Charge Per Space	\$	30.14	\$ 34.06	\$ 38.49	\$ 43.49	\$ 49.14	\$ 49.14	\$ 49.14	\$ 50.13	\$ 50.13	\$ 51.13
Schools											
Total Customers		-	-	-	-	-	-	-	-	-	-
Monthly Charge Per Space	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Additional Pickup Same Day											
Total Customers											
Monthly Charge Per Cart	\$	10.00	\$ 11.30	\$ 12.77	\$ 14.43	\$ 16.30	\$ 16.30	\$ 16.30	\$ 16.63	\$ 16.63	\$ 16.96
Additional Environmental Fee											
Cost per Account	\$	1.75	\$ 1.76	\$ 1.77	\$ 1.77	\$ 1.78	\$ 1.79	\$ 1.81	\$ 1.82	\$ 1.83	\$ 1.85
Total Customers		7,559	7,559	7,759	7,959	8,160	8,360	8,560	8,759	8,959	9,359
Monthly Charge Per Account	\$	0.50	\$ 1.80	\$ 1.81	\$ 1.82	\$ 1.83	\$ 1.84	\$ 1.85	\$ 1.86	\$ 1.87	\$ 1.90

10 Year Forecast FY 2023 -- 2032 CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL											
	Prior	FY 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Input Area -- Rate Calculator											
Summary of Results											
Sanitation Revenue		\$ 1,586,149	\$ 1,987,705	\$ 2,281,160	\$ 2,619,075	\$ 2,862,979	\$ 2,931,192	\$ 3,022,946	\$ 3,125,464	\$ 3,195,424	\$ 3,290,995
Sanitation Cost of Service		2,634,209	2,671,796	2,277,489	2,790,775	2,409,523	2,518,485	2,633,652	2,755,419	2,884,220	3,020,522
Amt Greater/(Less Than) Cost Service		(1,048,060)	(684,091)	3,671	(171,699)	453,456	412,707	389,294	370,045	311,204	270,473
		-66.1%	-34.4%	0.2%	-6.6%	15.8%	14.1%	12.9%	11.8%	9.7%	8.2%
Calculation Area											
Sanitation Revenues											
Residential		\$ 1,286,358	\$ 1,539,999	\$ 1,785,646	\$ 2,069,191	\$ 2,273,209	\$ 2,328,110	\$ 2,402,863	\$ 2,486,648	\$ 2,542,621	\$ 2,620,238
Senior		175,279	209,610	242,785	281,044	308,440	315,618	325,486	336,574	343,896	354,145
Commercial		10,716	13,002	15,266	17,900	19,882	20,578	21,450	22,407	23,116	24,024
City 3 CY		8,534	9,950	11,244	12,706	13,620	13,620	13,733	13,892	13,892	14,008
City 4 CY		7,392	8,618	9,739	11,005	11,796	11,796	11,895	12,032	12,032	12,133
City 6 CY		17,034	19,861	22,443	25,360	27,185	27,185	27,411	27,728	27,728	27,959
City 8 CY		9,103	10,614	11,994	13,553	14,528	14,528	14,649	14,818	14,818	14,942
95 Gallon		6,651	7,755	8,763	9,902	10,615	10,615	10,703	10,827	10,827	10,917
Schools		-	-	-	-	-	-	-	-	-	-
Additional Pickup Same Day		-	-	-	-	-	-	-	-	-	-
Additional Environmental Fee	45,354	65,082	168,296	173,280	178,415	183,705	189,143	194,755	200,537	206,493	212,628
Total Sanitation Revenues		\$ 1,586,149	\$ 1,987,705	\$ 2,281,160	\$ 2,619,075	\$ 2,862,979	\$ 2,931,192	\$ 3,022,946	\$ 3,125,464	\$ 3,195,424	\$ 3,290,995
Sanitation Cost of Service											
Residential		\$ 1,928,225	\$ 1,958,021	\$ 1,670,917	\$ 2,049,686	\$ 1,771,489	\$ 1,853,353	\$ 1,939,855	\$ 2,031,295	\$ 2,128,000	\$ 2,230,322
Senior		598,589	607,173	517,590	634,256	547,612	572,427	598,655	626,387	655,723	686,769
Commercial		9,774	10,059	8,693	10,789	9,428	9,968	10,537	11,138	11,772	12,443
City 3 CY		16,122	15,945	13,260	15,862	13,376	13,665	13,973	14,302	14,653	15,027
City 4 CY		12,898	12,756	10,608	12,690	10,701	10,932	11,178	11,442	11,723	12,022
City 6 CY		32,245	31,889	26,521	31,724	26,753	27,329	27,946	28,604	29,306	30,054
City 8 CY		17,197	17,007	14,144	16,919	14,268	14,575	14,904	15,256	15,630	16,029
95 Gallon		19,158	18,947	15,757	18,849	15,895	16,237	16,604	16,995	17,412	17,856
Schools		-	-	-	-	-	-	-	-	-	-
Additional Pickup Same Day		-	-	-	-	-	-	-	-	-	-
Additional Environmental Fee		-	-	-	-	-	-	-	-	-	-
Total Sanitation Cost of Service		2,634,209	2,671,796	2,277,489	2,790,775	2,409,523	2,518,485	2,633,652	2,755,419	2,884,220	3,020,522
Amount Greater/(Less Than) COS											
Residential		\$ (641,867)	\$ (418,022)	\$ 114,730	\$ 19,505	\$ 501,720	\$ 474,758	\$ 463,008	\$ 455,353	\$ 414,621	\$ 389,917
Senior		(423,310)	(397,563)	(274,804)	(353,212)	(239,172)	(256,809)	(273,169)	(289,813)	(311,827)	(332,625)
Commercial		942	2,943	6,574	7,110	10,454	10,610	10,913	11,269	11,344	11,581
City 3 CY		(7,588)	(5,994)	(2,016)	(3,156)	243	(45)	(240)	(410)	(761)	(1,019)
City 4 CY		(5,506)	(4,137)	(870)	(1,685)	1,095	865	716	591	310	111
City 6 CY		(15,211)	(12,028)	(4,078)	(6,364)	432	(144)	(535)	(876)	(1,578)	(2,095)
City 8 CY		(8,094)	(6,394)	(2,151)	(3,366)	260	(48)	(255)	(437)	(812)	(1,087)
95 Gallon		(12,507)	(11,192)	(6,994)	(8,946)	(5,280)	(5,623)	(5,901)	(6,168)	(6,585)	(6,939)
Schools		-	-	-	-	-	-	-	-	-	-
Additional Pickup Same Day		-	-	-	-	-	-	-	-	-	-
Additional Environmental Fee		65,082	168,296	173,280	178,415	183,705	189,143	194,755	200,537	206,493	212,628
Total Sanitation Cost of Service		(1,048,060)	(684,091)	3,671	(171,699)	453,456	412,707	389,294	370,045	311,204	270,473

CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL					
Test Year 2023					
	Total Budget	Collection	Disposal	Admin	Recycling

Schedule Test Year S 1.0 -- Sanitation Department Cost Functionalization

	Personnel										
50000	Salaries and Wages	\$	249,810	\$	199,848	\$	24,981	\$	24,981	\$	-
50010	Overtime		3,000		2,700		300		-		-
50110	Vision		880		704		88		88		-
50115	Medfica		4,190		3,352		419		419		-
50120	FICA		17,900		14,320		1,790		1,790		-
50125	Medical Insurance		42,040		33,632		4,204		4,204		-
50130	State Retirement		31,330		25,064		3,133		3,133		-
50135	State Unemployment		1,730		1,384		173		173		-
50140	Life Insurance		3,030		2,424		303		303		-
50145	Worker's Compensation		18,010		14,408		1,801		1,801		-
50155	Dental		2,640		2,112		264		264		-
	Total Personnel	\$	374,560	\$	299,948	\$	37,456	\$	37,156	\$	-
	Percent of Total		100.0%		80.1%		10.0%		9.9%		0.0%
	Operating										
60000	Office Supplies	\$	700	\$	630	\$	70	\$	-	\$	-
60005	Other Supplies		57,500		51,750		5,750		-		-
60006	External Printing		1,500		1,350		150		-		-
60025	Uniforms/Other		5,790		5,211		579		-		-
60030	Postage		400		360		40		-		-
60035	MinorTools/Equipment Supplies		1,500		1,350		150		-		-
70000	Vehicle Maintenance		159,300		143,370		15,930		-		-
70005	Gas/Oil		69,400		62,460		6,940		-		-
70020	Building Maintenance/ Repairs		-		-		-		-		-
70025	Maintenance/Other		1,300		1,170		130		-		-
70035	Equipment Maintenance		1,400		1,260		140		-		-
70040	Software Support		4,600		-		-		4,600		-
80000	Contractual Services		4,000		3,600		400		-		-
80001	Professional Services		-		-		-		-		-
80015	Lease Payments		500		450		50		-		-
80025	Travel & Per Diem		100		90		10		-		-
80027	Conferences/Registration Fees		100		90		10		-		-
80030	Landfill Fees		450,000		-		450,000		-		-
0	Pass - Environmental Fee		65,082		58,574		6,508		-		-
80046	Cell Phones		250		225		25		-		-
80050	Utilities Electricity		2,200		1,980		220		-		-
80055	Utilities Water & Sewer		2,800		2,520		280		-		-
51000	Salary Classification		15,000		13,500		1,500		-		-
60040.019	Miscellaneous - Expenses COVID-19		1,500		1,350		150		-		-
	Total Operating	\$	844,922	\$	351,290	\$	489,032	\$	4,600	\$	-
	Percent of Total		100.0%		41.6%		57.9%		0.5%		0.0%

		CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL				
Test Year 2023		Total Budget	Collection	Disposal	Admin	Recycling
90000	Capital Outlays					
	Capital Outlay - Equipment	\$ 526,055	\$ 526,055	\$ -	\$ -	\$ -
	Capital Outlay - CIP	221,030	221,030	-	-	-
	Side Loader Truck	-	-	-	-	-
	Refurbish Cost	-	-	-	-	-
	Future CO	-	-	-	-	-
	Total Capital Outlays	\$ 747,085	\$ 747,085	\$ -	\$ -	\$ -
	Non-Departmental					
83000.301	Charge Back Utilities	\$ 152,140	\$ 121,712	\$ 15,214	\$ 15,214	\$ -
83000.710	Charge Back IT	27,160	21,728	2,716	2,716	-
83000.720	Charge Back Fac	9,520	7,616	952	952	-
83000.730	Charge Back Fleet	131,630	105,304	13,163	13,163	-
83000.740	Charge Back R&P	37,900	30,320	3,790	3,790	-
83000.760	Cost Charge Back Alloc Pos - Central C	223,170	178,536	22,317	22,317	-
	Total Non-Departmental	\$ 581,520	## \$ 465,216	\$ 58,152	\$ 58,152	\$ -
		100.0%	80.0%	10.0%	10.0%	0.0%
	Sub-Total	\$ 2,548,087	\$ 1,863,539	\$ 584,640	\$ 99,908	\$ -
	Debt Service:					
	<i>Existing</i>					
82000	Principal	\$ 113,567	\$ 113,567	\$ -	\$ -	\$ -
82100	Interest	10,555	10,555	-	-	-
	Reserve	-	-	-	-	-
	<i>Sub-Total</i>	\$ 124,122	\$ 124,122	\$ -	\$ -	\$ -
	<i>Proposed</i>					
	Principal	\$ -	\$ -	\$ -	\$ -	\$ -
	Interest	-	-	-	-	-
	Reserve	-	-	-	-	-
	<i>Sub-Total</i>	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Debt Service	\$ 124,122	\$ 124,122	\$ -	\$ -	\$ -
	Total Sanitation Expenditures	\$ 2,672,209	\$ 1,987,661	\$ 584,640	\$ 99,908	\$ -
	Percent of Total	100.00%	74.38%	21.88%	3.74%	0.00%
	Less Non-Rate Revenues	(38,000)	(28,265)	(8,314)	(1,421)	-
	Net Sanitation Revenue Requirement	\$ 2,634,209	\$ 1,959,395	\$ 576,326	\$ 98,487	\$ -

CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL					
<u>Test Year</u> 2023	Total Wastewater	Collection	Disposal	Administration	Recycling

Schedule Test Year S 2.0 -- Sanitation Cost Classification**Total Sanitation Expense**

Personnel	\$ 374,560	\$ 299,948	\$ 37,456	\$ 37,156	\$ -
Operating	844,922	351,290	489,032	4,600	-
Capital Outlays	747,085	747,085	-	-	-
Non-Departmental	581,520	465,216	58,152	58,152	-
Revenue Bond Debt Service	124,122	124,122	-	-	-
Total	2,672,209	\$ 1,987,661	\$ 584,640	\$ 99,908	\$ -
Percentage	100.0%	74.4%	21.9%	3.7%	0.0%

Allocation of Administration:

Total Sewer less Admin	\$ 2,572,301	\$ 1,987,661	\$ 584,640	na	\$ -
Percent of Total	<u>100.0%</u>	<u>77.3%</u>	<u>22.7%</u>	<u>na</u>	<u>0.0%</u>
Administration Allocation	\$ 99,908	\$ 77,201	\$ 22,707	na	\$ -

Sub-Total	\$ 2,672,209	\$ 2,064,861	\$ 607,348	na	\$ -
Sub-Total Percentage	100.00%	77.27%	22.73%	na	0.00%

Non-Rate Revenues	\$ (38,000)	\$ (29,363)	\$ (8,637)	na	\$ -
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Total Sanitation Cost Classification	\$ 2,634,209	\$ 2,035,498	\$ 598,711	na	\$ -
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TRUE

<u>Test Year</u> 2023	CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL
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Schedule Test Year S3.0 -- Sanitation Cost-Based Rates

	<u>Customers</u>	<u>Pickups/ Week</u>	<u>Gallons Equivalency</u>	<u>Weighted Gallons</u>	<u>Percentage</u>
Residential	5,721	2	95	56,523,480	73.2%
Senior	1,776	2	95	17,546,880	22.7%
Commercial	29	2	95	286,520	0.4%
City 3 CY	5	3	606	472,610	0.6%
City 4 CY	3	3	808	378,088	0.5%
City 6 CY	5	3	1,212	945,220	1.2%
City 8 CY	2	3	1,616	504,117	0.7%
95 Gallon	18	2	300	561,600	0.7%
Schools	-	2	95	-	0.0%
Total	7,559			77,218,514	100.0%

	<u>Percentage</u>	<u>Total</u>	<u>Collection</u>	<u>Disposal</u>	<u>Recycling</u>
Total Cost of Service		\$ 2,634,209	\$ 2,035,498	\$ 598,711	\$ -

Cost by Customer Class

Residential	73.2%	\$ 1,928,225	\$ 1,489,972	\$ 438,253	\$ -
Senior	22.7%	598,589	462,540	136,049	-
Commercial	0.4%	9,774	7,553	2,222	-
City 3 CY	0.6%	16,122	12,458	3,664	-
City 4 CY	0.5%	12,898	9,966	2,931	-
City 6 CY	1.2%	32,245	24,916	7,329	-
City 8 CY	0.7%	17,197	13,289	3,909	-
95 Gallon	0.7%	19,158	14,804	4,354	-
Schools	0.0%	-	-	-	-
Total	100.0%	2,634,209	2,035,498	598,711	-

	<u>Cost of Service</u>	<u>Total Customers</u>	<u>Total Pickups</u>	<u>Charge Per Pickup</u>	<u>Charge Per Month</u>
Rate Calculation					
Residential	\$ 1,928,225	5,721	594,984	\$ 3.24	\$ 28.09
Senior	598,589	1,776	184,704	3.24	28.09
Commercial	9,774	29	3,016	3.24	28.09
City 3 CY	16,122	5	780	20.67	268.71
City 4 CY	12,898	3	468	27.56	358.28
City 6 CY	32,245	5	780	41.34	537.42
City 8 CY	17,197	2	312	55.12	716.55
95 Gallon	19,158	18	1,872	10.23	88.70
Schools	-	-	-	-	-
Total	2,634,209	7,559	786,916		

**10 Year Forecast
FY 2023 -- 2032**
**CITY OF SAN LUIS
SANITATION COST OF SERVICE MODEL**
Total Expense:

2023 2024 2025 2026 2027 2028 2029 2030 2031 2032

Forecast S 4.0 -- Sanitation Utility 10-Year Forecast Cost of Service
Non-Rate Revenues

0	Sanitation Sales	na	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0	Other	-	-	-	-	-	-	-	-	-	-	-	-
0	Other	-	-	-	-	-	-	-	-	-	-	-	-
0	Other Financing Uses	-	-	-	-	-	-	-	-	-	-	-	-
48000	Miscellaneous	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000	38,000
Total Non-Rate Revenues		\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000

Expenses:
Personnel

50000	Salaries and Wages	\$ 249,810	\$ 274,791	\$ 288,531	\$ 302,957	\$ 318,105	\$ 334,010	\$ 350,711	\$ 368,246	\$ 386,659	\$ 405,991		
50010	Overtime	3,000	3,300	3,465	3,638	3,820	4,011	4,212	4,422	4,643	4,876		
50110	Vision	880	968	1,016	1,067	1,121	1,177	1,235	1,297	1,362	1,430		
50115	Medfica	4,190	4,609	4,839	5,081	5,335	5,602	5,882	6,177	6,485	6,810		
50120	FICA	17,900	19,690	20,675	21,708	22,794	23,933	25,130	26,386	27,706	29,091		
50125	Medical Insurance	42,040	46,244	48,556	50,984	53,533	56,210	59,020	61,971	65,070	68,323		
50130	State Retirement	31,330	34,463	36,186	37,995	39,895	41,890	43,984	46,184	48,493	50,918		
50135	State Unemployment	1,730	1,817	1,907	2,003	2,103	2,208	2,318	2,434	2,556	2,684		
50140	Life Insurance	3,030	3,182	3,341	3,508	3,683	3,867	4,060	4,264	4,477	4,701		
50145	Worker's Compensation	18,010	18,911	19,856	20,849	21,891	22,986	24,135	25,342	26,609	27,939		
50155	Dental	2,640	2,772	2,911	3,056	3,209	3,369	3,538	3,715	3,900	4,096		
Total Personnel		\$ 374,560	\$ 410,746	\$ 431,283	\$ 452,847	\$ 475,489	\$ 499,264	\$ 524,227	\$ 550,438	\$ 577,960	\$ 606,858		

Operating

60000	Office Supplies	700	721	743	765	788	811	836	861	887	913		
60005	Other Supplies	57,500	59,225	61,002	62,832	64,717	66,658	68,658	70,718	72,839	75,024		
60006	External Printing	1,500	1,545	1,591	1,639	1,688	1,739	1,791	1,845	1,900	1,957		
60025	Uniforms/Other	5,790	5,964	6,143	6,327	6,517	6,712	6,914	7,121	7,335	7,555		
60030	Postage	400	412	424	437	450	464	478	492	507	522		
60035	Minor Tools/Equipment Supplies	1,500	1,545	1,591	1,639	1,688	1,739	1,791	1,845	1,900	1,957		
70000	Vehicle Maintenance	159,300	164,079	169,001	174,071	179,294	184,672	190,213	195,919	201,796	207,850		
70005	Gas/Oil	69,400	71,482	73,626	75,835	78,110	80,454	82,867	85,353	87,914	90,551		
70020	Building Maintenance/ Repairs	-	-	-	-	-	-	-	-	-	-		
70025	Maintenance/Other	1,300	1,339	1,379	1,421	1,463	1,507	1,552	1,599	1,647	1,696		
70035	Equipment Maintenance	1,400	1,442	1,485	1,530	1,576	1,623	1,672	1,722	1,773	1,827		
70040	Software Support	4,600	4,738	4,880	5,027	5,177	5,333	5,493	5,657	5,827	6,002		
80000	Contractual Services	4,000	4,120	4,244	4,371	4,502	4,637	4,776	4,919	5,067	5,219		
80001	Professional Services	-	-	-	-	-	-	-	-	-	-		
80015	Lease Payments	500	515	530	546	563	580	597	615	633	652		
80025	Travel & Per Diem	100	103	106	109	113	116	119	123	127	130		
80027	Conferences/Registration Fees	100	103	106	109	113	116	119	123	127	130		
80030	Landfill Fees	450,000	486,000	524,880	566,870	612,220	661,198	714,093	771,221	832,919	899,552		
0	Pass - Environmental Fee	65,082	168,296	173,280	178,415	183,705	189,143	194,755	200,537	206,493	212,628		
80046	Cell Phones	250	258	265	273	281	290	299	307	317	326		
80050	Utilities Electricity	2,200	2,266	2,334	2,404	2,476	2,550	2,627	2,706	2,787	2,871		
80055	Utilities Water & Sewer	2,800	2,884	2,971	3,060	3,151	3,246	3,343	3,444	3,547	3,653		
51000	Salary Classification	15,000	15,450	15,914	16,391	16,883	17,389	17,911	18,448	19,002	19,572		
60040.019	Miscellaneous - Expenses COV	1,500	1,545	1,591	1,639	1,688	1,739	1,791	1,845	1,900	1,957		

**10 Year Forecast
FY 2023 -- 2032**
**CITY OF SAN LUIS
SANITATION COST OF SERVICE MODEL**
Total Expense:
2023 2024 2025 2026 2027 2028 2029 2030 2031 2032
Forecast S 4.0 -- Sanitation Utility 10-Year Forecast Cost of Service

Capital Outlays											
90000	Capital Outlay - Equipment	\$ 526,055	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Capital Outlay - CIP	221,030	-	-	-	-	-	-	-	-	-
	Side Loader Truck	-	450,000	-	450,000	-	-	-	-	-	-
	Refurbish Cost	-	-	-	-	-	-	-	-	-	-
	Future CO	-	150,365	150,365	150,365	150,365	150,365	150,365	150,365	150,365	150,365
	Total Capital Outlays	\$ 747,085	\$ 600,365	\$ 150,365	\$ 600,365	\$ 150,365	\$ 150,365	\$ 150,365	\$ 150,365	\$ 150,365	\$ 150,365
Non-Departmental											
83000.301	Charge Back Utilities	\$ 152,140	156,704	161,405	166,247	171,235	176,372	181,663	187,113	192,726	198,508
83000.710	Charge Back IT	27,160	27,975	28,814	29,678	30,569	31,486	32,430	33,403	34,405	35,438
83000.720	Charge Back Fac	9,520	9,806	10,100	10,403	10,715	11,036	11,367	11,708	12,060	12,421
83000.730	Charge Back Fleet	131,630	135,579	139,646	143,836	148,151	152,595	157,173	161,888	166,745	171,747
83000.740	Charge Back R&P	37,900	39,037	40,208	41,414	42,657	43,936	45,255	46,612	48,011	49,451
83000.760	Cost Charge Back Alloc Pos - C	223,170	229,865	236,761	243,864	251,180	258,715	266,477	274,471	282,705	291,186
	Total Non-Departmental	\$ 581,520	\$ 598,966	\$ 616,935	\$ 635,443	\$ 654,506	\$ 674,141	\$ 694,365	\$ 715,196	\$ 736,652	\$ 758,752
	Sub-Total	\$ 2,548,087	\$ 2,604,107	\$ 2,246,669	\$ 2,794,365	\$ 2,447,523	\$ 2,556,485	\$ 2,671,652	\$ 2,793,419	\$ 2,922,220	\$ 3,058,522
Debt Service:											
<i>Existing</i>											
516061	Principal	\$ 113,567	\$ 99,854	\$ 66,119	\$ 34,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Interest	10,555	5,835	2,701	385	-	-	-	-	-	-
	Reserve	-	-	-	-	-	-	-	-	-	-
	Sub-Total	\$ 124,122	\$ 105,689	\$ 68,820	\$ 34,410	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Future</i>											
	Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Interest	-	-	-	-	-	-	-	-	-	-
	Reserve	-	-	-	-	-	-	-	-	-	-
	Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Debt Service	\$ 124,122	\$ 105,689	\$ 68,820	\$ 34,410	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Sanitation Expenditures	\$ 2,672,209	\$ 2,709,796	\$ 2,315,489	\$ 2,828,775	\$ 2,447,523	\$ 2,556,485	\$ 2,671,652	\$ 2,793,419	\$ 2,922,220	\$ 3,058,522

CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL												
10 Year Forecast FY 2023 -- 2032	Allocation %	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	

Forecast S 5.0 -- Sanitation Utility 10 Year Forecast Cost Functionalization**Total Personnel**

Collection	80.08%	\$	299,948	\$	328,925	\$	345,372	\$	362,640	\$	380,772	\$	399,811	\$	419,801	\$	440,791	\$	462,831	\$	485,973
Disposal	10.00%		37,456		41,075		43,128		45,285		47,549		49,926		52,423		55,044		57,796		60,686
Admin	9.92%		37,156		40,746		42,783		44,922		47,168		49,526		52,003		54,603		57,333		60,200
Recycling	0.00%		-		-		-		-		-		-		-		-		-		-
Total Personnel		\$	374,560	\$	410,746	\$	431,283	\$	452,847	\$	475,489	\$	499,264	\$	524,227	\$	550,438	\$	577,960	\$	606,858

Operating

Collection	41.58%	\$	351,290	\$	413,284	\$	435,759	\$	459,717	\$	485,266	\$	512,521	\$	541,616	\$	572,684	\$	605,872	\$	641,339
Disposal	57.88%		489,032		575,335		606,622		639,974		675,542		713,483		753,986		797,236		843,437		892,810
Admin	0.54%		4,600		5,412		5,706		6,020		6,354		6,711		7,092		7,499		7,934		8,398
Recycling	0.00%		-		-		-		-		-		-		-		-		-		-
Total Operating		\$	844,922	\$	994,031	\$	1,048,087	\$	1,105,710	\$	1,167,162	\$	1,232,715	\$	1,302,695	\$	1,377,419	\$	1,457,243	\$	1,542,547

Capital Outlays

Collection		\$	747,085	\$	600,365	\$	150,365	\$	600,365	\$	150,365	\$	150,365	\$	150,365	\$	150,365	\$	150,365	\$	150,365
Disposal			-		-		-		-		-		-		-		-		-		-
Admin			-		-		-		-		-		-		-		-		-		-
Recycling			-		-		-		-		-		-		-		-		-		-
Total Capital Outlays		\$	747,085	\$	600,365	\$	150,365	\$	600,365	\$	150,365	\$	150,365	\$	150,365	\$	150,365	\$	150,365	\$	150,365

Non-Departmental

Collection	80.00%	\$	465,216	\$	479,172	\$	493,548	\$	508,354	\$	523,605	\$	539,313	\$	555,492	\$	572,157	\$	589,322	\$	607,001
Disposal	10.00%	\$	58,152	\$	59,897	\$	61,693	\$	63,544	\$	65,451	\$	67,414	\$	69,437	\$	71,520	\$	73,665	\$	75,875
Admin	10.00%	\$	58,152	\$	59,897	\$	61,693	\$	63,544	\$	65,451	\$	67,414	\$	69,437	\$	71,520	\$	73,665	\$	75,875
Recycling	0.00%	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Total Non-Departmental		\$	581,520	\$	598,966	\$	616,935	\$	635,443	\$	654,506	\$	674,141	\$	694,365	\$	715,196	\$	736,652	\$	758,752

CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL											
10 Year Forecast FY 2023 -- 2032	Allocation %	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032

Forecast S 5.0 -- Sanitation Utility 10 Year Forecast Cost Functionalization**Debt Service***Existing*

Collection	\$	124,122	\$	105,689	\$	68,820	\$	34,410	\$	-	\$	-	\$	-	\$	-
Disposal		-		-		-		-		-		-		-		-
Admin		-		-		-		-		-		-		-		-
Recycling		-		-		-		-		-		-		-		-
Sub-Total	\$	124,122	\$	105,689	\$	68,820	\$	34,410	\$	-	\$	-	\$	-	\$	-

Future

Collection	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Disposal		-		-		-		-		-		-		-		-
Admin		-		-		-		-		-		-		-		-
Recycling		-		-		-		-		-		-		-		-
Sub-Total	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

Total Debt Service

Collection	\$	124,122	\$	105,689	\$	68,820	\$	34,410	\$	-	\$	-	\$	-	\$	-
Disposal		-		-		-		-		-		-		-		-
Admin		-		-		-		-		-		-		-		-
Recycling		-		-		-		-		-		-		-		-
Total Debt Service	\$	124,122	\$	105,689	\$	68,820	\$	34,410	\$	-	\$	-	\$	-	\$	-

Total Sanitation Expenditures

Collection	\$	1,987,661	\$	1,927,436	\$	1,493,863	\$	1,965,486	\$	1,540,008	\$	1,602,010	\$	1,667,275	\$	1,735,998	\$	1,808,390	\$	1,884,678
Disposal		584,640		676,306		711,444		748,803		788,541		830,824		875,846		923,800		974,898		1,029,371
Admin		99,908		106,054		110,182		114,486		118,973		123,652		128,532		133,622		138,932		144,473
Recycling		-		-		-		-		-		-		-		-		-		-
Total	\$	2,672,209	\$	2,709,796	\$	2,315,489	\$	2,828,775	\$	2,447,523	\$	2,556,485	\$	2,671,652	\$	2,793,419	\$	2,922,220	\$	3,058,522

10 Year Forecast FY 2023 -- 2032	CITY OF SAN LUIS SANITATION COST OF SERVICE MODEL									
	Allocation %	2023	2024	2025	2026	2027	2028	2029	2030	2031

Forecast S 6.0 -- Sanitation 10 Year Forecast Cost Classification**Total Sanitation Costs**

Collection	\$	1,987,661	\$	1,927,436	\$	1,493,863	\$	1,965,486	\$	1,540,008	\$	1,602,010	\$	1,667,275	\$	1,735,998	\$	1,808,390	\$	1,884,678
Disposal		584,640		676,306		711,444		748,803		788,541		830,824		875,846		923,800		974,898		1,029,371
Admin		99,908		106,054		110,182		114,486		118,973		123,652		128,532		133,622		138,932		144,473
Recycling		-		-		-		-		-		-		-		-		-		-
Total Sewer Costs	\$	2,672,209	\$	2,709,796	\$	2,315,489	\$	2,828,775	\$	2,447,523	\$	2,556,485	\$	2,671,652	\$	2,793,419	\$	2,922,220	\$	3,058,522

Non-Administration Costs:

Collection	\$	1,987,661	\$	1,927,436	\$	1,493,863	\$	1,965,486	\$	1,540,008	\$	1,602,010	\$	1,667,275	\$	1,735,998	\$	1,808,390	\$	1,884,678
Disposal		584,640		676,306		711,444		748,803		788,541		830,824		875,846		923,800		974,898		1,029,371
Recycling		-		-		-		-		-		-		-		-		-		-
Sub-Total	\$	2,572,301	\$	2,603,742	\$	2,205,307	\$	2,714,288	\$	2,328,550	\$	2,432,833	\$	2,543,120	\$	2,659,797	\$	2,783,288	\$	2,914,049

Allocation Percentages:

Collection	77.27%	74.03%	67.74%	72.41%	66.14%	65.85%	65.56%	65.27%	64.97%	64.68%
Disposal	22.73%	25.97%	32.26%	27.59%	33.86%	34.15%	34.44%	34.73%	35.03%	35.32%
Recycling	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Sub-Total	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

Allocation of Administration

Collection	\$	77,201	\$	78,507	\$	74,637	\$	82,902	\$	78,684	\$	81,424	\$	84,266	\$	87,212	\$	90,268	\$	93,439
Disposal		22,707		27,547		35,545		31,584		40,289		42,228		44,266		46,409		48,664		51,034
Recycling		-		-		-		-		-		-		-		-		-		-
Total	\$	99,908	\$	106,054	\$	110,182	\$	114,486	\$	118,973	\$	123,652	\$	128,532	\$	133,622	\$	138,932	\$	144,473

Allocation of Non-Rate Revenues

Collection	\$	29,363	\$	28,130	\$	25,741	\$	27,517	\$	25,132	\$	25,023	\$	24,913	\$	24,802	\$	24,690	\$	24,577
Disposal		8,637		9,870		12,259		10,483		12,868		12,977		13,087		13,198		13,310		13,423
Recycling		-		-		-		-		-		-		-		-		-		-
Total	\$	38,000	\$	38,000	\$	38,000	\$	38,000	\$	38,000	\$	38,000	\$	38,000	\$	38,000	\$	38,000	\$	38,000

Total Sanitation Classification

Collection	\$	2,035,498	\$	1,977,814	\$	1,542,759	\$	2,020,871	\$	1,593,561	\$	1,658,411	\$	1,726,628	\$	1,798,408	\$	1,873,968	\$	1,953,540
Disposal		598,711		693,983		734,730		769,903		815,962		860,074		907,024		957,011		1,010,252		1,066,982
Recycling		-		-		-		-		-		-		-		-		-		-
Total	\$	2,634,209	\$	2,671,796	\$	2,277,489	\$	2,790,775	\$	2,409,523	\$	2,518,485	\$	2,633,652	\$	2,755,419	\$	2,884,220	\$	3,020,522

**10 Year Forecast
FY 2023 -- 2032**
**CITY OF SAN LUIS
SANITATION COST OF SERVICE MODEL**

FY 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032

Forecast S 7.0 -- Sanitation Cost-Based Rates
Total Customers

Residential	5,721	5,874	6,028	6,181	6,335	6,488	6,641	6,794	6,947	7,100
Senior	1,776	1,822	1,867	1,913	1,958	2,004	2,049	2,095	2,141	2,186
Commercial	29	30	31	33	34	35	36	37	38	40
City 3 CY	5	5	5	5	5	5	5	5	5	5
City 4 CY	3	3	3	3	3	3	3	3	3	3
City 6 CY	5	5	5	5	5	5	5	5	5	5
City 8 CY	2	2	2	2	2	2	2	2	2	2
95 Gallon	18	18	18	18	18	18	18	18	18	18
Schools	-	-	-	-	-	-	-	-	-	-
Total	7,559	7,759	7,959	8,160	8,360	8,560	8,759	8,959	9,159	9,359

Annual New Customers

Residential		153	153	154	154	153	153	153	153	153
Senior		46	46	46	46	46	46	46	46	46
Commercial		1	1	1	1	1	1	1	1	1
City 3 CY	-	-	-	-	-	-	-	-	-	-
City 4 CY	-	-	-	-	-	-	-	-	-	-
City 6 CY	-	-	-	-	-	-	-	-	-	-
City 8 CY	-	-	-	-	-	-	-	-	-	-
95 Gallon	-	-	-	-	-	-	-	-	-	-
Schools	-	-	-	-	-	-	-	-	-	-
Total		200	200	200	200	200	200	200	200	200

Total Gallons Picked Up

Residential	56,523,480	58,037,548	59,553,277	61,070,627	62,589,562	64,101,202	65,612,633	67,123,826	68,634,752	70,145,386
Senior	17,546,880	17,997,165	18,447,449	18,897,734	19,348,018	19,798,303	20,248,588	20,698,872	21,149,157	21,599,441
Commercial	286,520	298,167	309,814	321,461	333,109	344,756	356,403	368,050	379,697	391,344
City 3 CY	472,610	472,610	472,610	472,610	472,610	472,610	472,610	472,610	472,610	472,610
City 4 CY	378,088	378,088	378,088	378,088	378,088	378,088	378,088	378,088	378,088	378,088
City 6 CY	945,220	945,220	945,220	945,220	945,220	945,220	945,220	945,220	945,220	945,220
City 8 CY	504,117	504,117	504,117	504,117	504,117	504,117	504,117	504,117	504,117	504,117
95 Gallon	561,600	561,600	561,600	561,600	561,600	561,600	561,600	561,600	561,600	561,600
Schools	-	-	-	-	-	-	-	-	-	-
Total	77,218,514	79,194,514	81,172,175	83,151,457	85,132,323	87,105,895	89,079,258	91,052,383	93,025,241	94,997,806

Percentage -- Total Gallons Picked Up

Residential	73.2%	73.3%	73.4%	73.4%	73.5%	73.6%	73.7%	73.7%	73.8%	73.8%
Senior	22.7%	22.7%	22.7%	22.7%	22.7%	22.7%	22.7%	22.7%	22.7%	22.7%
Commercial	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%
City 3 CY	0.6%	0.6%	0.6%	0.6%	0.6%	0.5%	0.5%	0.5%	0.5%	0.5%
City 4 CY	0.5%	0.5%	0.5%	0.5%	0.4%	0.4%	0.4%	0.4%	0.4%	0.4%
City 6 CY	1.2%	1.2%	1.2%	1.1%	1.1%	1.1%	1.1%	1.0%	1.0%	1.0%
City 8 CY	0.7%	0.6%	0.6%	0.6%	0.6%	0.6%	0.6%	0.6%	0.5%	0.5%
95 Gallon	0.7%	0.7%	0.7%	0.7%	0.7%	0.6%	0.6%	0.6%	0.6%	0.6%
Schools	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

**10 Year Forecast
FY 2023 -- 2032**
**CITY OF SAN LUIS
SANITATION COST OF SERVICE MODEL**

FY 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032

Forecast S 7.0 -- Sanitation Cost-Based Rates
Total Sanitation Cost of Service

Residential	\$	1,928,225	\$	1,958,021	\$	1,670,917	\$	2,049,686	\$	1,771,489	\$	1,853,353	\$	1,939,855	\$	2,031,295	\$	2,128,000	\$	2,230,322
Senior		598,589		607,173		517,590		634,256		547,612		572,427		598,655		626,387		655,723		686,769
Commercial		9,774		10,059		8,693		10,789		9,428		9,968		10,537		11,138		11,772		12,443
City 3 CY		16,122		15,945		13,260		15,862		13,376		13,665		13,973		14,302		14,653		15,027
City 4 CY		12,898		12,756		10,608		12,690		10,701		10,932		11,178		11,442		11,723		12,022
City 6 CY		32,245		31,889		26,521		31,724		26,753		27,329		27,946		28,604		29,306		30,054
City 8 CY		17,197		17,007		14,144		16,919		14,268		14,575		14,904		15,256		15,630		16,029
95 Gallon		19,158		18,947		15,757		18,849		15,895		16,237		16,604		16,995		17,412		17,856
Schools		-		-		-		-		-		-		-		-		-		-
Total		2,634,209		2,671,796		2,277,489		2,790,775		2,409,523		2,518,485		2,633,652		2,755,419		2,884,220		3,020,522

Residential

Cost of Service	\$	1,928,225	\$	1,958,021	\$	1,670,917	\$	2,049,686	\$	1,771,489	\$	1,853,353	\$	1,939,855	\$	2,031,295	\$	2,128,000	\$	2,230,322
Total Customers		5,721		5,874		6,028		6,181		6,335		6,488		6,641		6,794		6,947		7,100
Pickups Per Week		2		2		2		2		2		2		2		2		2		2
Total Pickups		594,984		610,922		626,877		642,849		658,837		674,749		690,659		706,567		722,471		738,372
Charge Per Pickup	\$	3.24	\$	3.21	\$	2.67	\$	3.19	\$	2.69	\$	2.75	\$	2.81	\$	2.87	\$	2.95	\$	3.02

Charge Per Month	\$	28.09	\$	27.78	\$	23.10	\$	27.63	\$	23.30	\$	23.80	\$	24.34	\$	24.92	\$	25.53	\$	26.18
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Senior

Cost of Service	\$	598,589	\$	607,173	\$	517,590	\$	634,256	\$	547,612	\$	572,427	\$	598,655	\$	626,387	\$	655,723	\$	686,769
Total Customers		1,776		1,822		1,867		1,913		1,958		2,004		2,049		2,095		2,141		2,186
Pickups Per Week		2		2		2		2		2		2		2		2		2		2
Total Pickups		184,704		189,444		194,184		198,924		203,663		208,403		213,143		217,883		222,623		227,363
Charge Per Pickup	\$	3.24	\$	3.21	\$	2.67	\$	3.19	\$	2.69	\$	2.75	\$	2.81	\$	2.87	\$	2.95	\$	3.02

Charge Per Month	\$	28.09	\$	27.78	\$	23.10	\$	27.63	\$	23.30	\$	23.80	\$	24.34	\$	24.92	\$	25.53	\$	26.18
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Commercial

Cost of Service	\$	9,774	\$	10,059	\$	8,693	\$	10,789	\$	9,428	\$	9,968	\$	10,537	\$	11,138	\$	11,772	\$	12,443
Total Customers		29		30		31		33		34		35		36		37		38		40
Pickups Per Week		2		2		2		2		2		2		2		2		2		2
Total Pickups		3,016		3,139		3,261		3,384		3,506		3,629		3,752		3,874		3,997		4,119
Charge Per Pickup	\$	3.24	\$	3.21	\$	2.67	\$	3.19	\$	2.69	\$	2.75	\$	2.81	\$	2.87	\$	2.95	\$	3.02

Charge Per Month	\$	28.09	\$	27.78	\$	23.10	\$	27.63	\$	23.30	\$	23.80	\$	24.34	\$	24.92	\$	25.53	\$	26.18
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**10 Year Forecast
FY 2023 -- 2032**
**CITY OF SAN LUIS
SANITATION COST OF SERVICE MODEL**

FY 2023 2024 2025 2026 2027 2028 2029 2030 2031 2032

Forecast S 7.0 -- Sanitation Cost-Based Rates
City 3 CY

Cost of Service	\$	16,122	\$	15,945	\$	13,260	\$	15,862	\$	13,376	\$	13,665	\$	13,973	\$	14,302	\$	14,653	\$	15,027
Total Customers		5		5		5		5		5		5		5		5		5		5
Pickups Per Week		3		3		3		3		3		3		3		3		3		3
Total Pickups		780		780		780		780		780		780		780		780		780		780
Charge Per Pickup	\$	20.67	\$	20.44	\$	17.00	\$	20.34	\$	17.15	\$	17.52	\$	17.91	\$	18.34	\$	18.79	\$	19.27
Charge Per Month	\$	268.71	\$	265.74	\$	221.00	\$	264.37	\$	222.94	\$	227.74	\$	232.88	\$	238.37	\$	244.22	\$	250.45

City 4 CY

Cost of Service	\$	12,898	\$	12,756	\$	10,608	\$	12,690	\$	10,701	\$	10,932	\$	11,178	\$	11,442	\$	11,723	\$	12,022
Total Customers		3		3		3		3		3		3		3		3		3		3
Pickups Per Week		3		3		3		3		3		3		3		3		3		3
Total Pickups		468		468		468		468		468		468		468		468		468		468
Charge Per Pickup	\$	27.56	\$	27.26	\$	22.67	\$	27.11	\$	22.87	\$	23.36	\$	23.89	\$	24.45	\$	25.05	\$	25.69
Charge Per Month	\$	358.28	\$	354.32	\$	294.67	\$	352.49	\$	297.25	\$	303.66	\$	310.51	\$	317.82	\$	325.63	\$	333.93

City 6 CY

Cost of Service	\$	32,245	\$	31,889	\$	26,521	\$	31,724	\$	26,753	\$	27,329	\$	27,946	\$	28,604	\$	29,306	\$	30,054
Total Customers		5		5		5		5		5		5		5		5		5		5
Pickups Per Week		3		3		3		3		3		3		3		3		3		3
Total Pickups		780		780		780		780		780		780		780		780		780		780
Charge Per Pickup	\$	41.34	\$	40.88	\$	34.00	\$	40.67	\$	34.30	\$	35.04	\$	35.83	\$	36.67	\$	37.57	\$	38.53
Charge Per Month	\$	537.42	\$	531.48	\$	442.01	\$	528.73	\$	445.88	\$	455.48	\$	465.76	\$	476.74	\$	488.44	\$	500.90

**10 Year Forecast
FY 2023 -- 2032**
**CITY OF SAN LUIS
SANITATION COST OF SERVICE MODEL**

	FY 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
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Forecast S 7.0 -- Sanitation Cost-Based Rates
City 8 CY

Cost of Service	\$	17,197	\$	17,007	\$	14,144	\$	16,919	\$	14,268	\$	14,575	\$	14,904	\$	15,256	\$	15,630	\$	16,029
Total Customers		2		2		2		2		2		2		2		2		2		2
Pickups Per Week		3		3		3		3		3		3		3		3		3		3
Total Pickups		312		312		312		312		312		312		312		312		312		312
Charge Per Pickup	\$	55.12	\$	54.51	\$	45.33	\$	54.23	\$	45.73	\$	46.72	\$	47.77	\$	48.90	\$	50.10	\$	51.37
Charge Per Month	\$	716.55	\$	708.64	\$	589.34	\$	704.98	\$	594.51	\$	607.31	\$	621.01	\$	635.65	\$	651.25	\$	667.86

95 Gallon

Cost of Service	\$	19,158	\$	18,947	\$	15,757	\$	18,849	\$	15,895	\$	16,237	\$	16,604	\$	16,995	\$	17,412	\$	17,856
Total Customers		18		18		18		18		18		18		18		18		18		18
Pickups Per Week		2		2		2		2		2		2		2		2		2		2
Total Pickups		1,872		1,872		1,872		1,872		1,872		1,872		1,872		1,872		1,872		1,872
Charge Per Pickup	\$	10.23	\$	10.12	\$	8.42	\$	10.07	\$	8.49	\$	8.67	\$	8.87	\$	9.08	\$	9.30	\$	9.54
Charge Per Month	\$	88.70	\$	87.72	\$	72.95	\$	87.26	\$	73.59	\$	75.17	\$	76.87	\$	78.68	\$	80.61	\$	82.67

Schools

Cost of Service	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Total Customers		-		-		-		-		-		-		-		-		-		-
Pickups Per Week		2		2		2		2		2		2		2		2		2		2
Total Pickups		-		-		-		-		-		-		-		-		-		-
Charge Per Pickup	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Charge Per Month	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-



AGENDA ITEM REVIEW FORM

Special City Council Meeting

6. C.

Meeting Date: 12/28/2022

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the independent contractor agreement for continued Interim City Manager services. **(Kay Marion Macuil, City Attorney)**

SUMMARY:

At the November 30, 2022, Council Meeting, the City Council unanimously voted to continue Interim City Manager services with Ralph Velez, Velez Consulting Services, a Sole Proprietorship. The last contract expired on December 14, 2022. The proposed independent contractor agreement starts retroactively to cover the services rendered since the expiration of the prior contract. It starts fresh with the billing cycle, with the City's billing cycle start date of Monday, December 12, 2022. Mr. Velez will invoice the city a flat fee of \$6,754.00 every two weeks with no separate charges for commuting or lodging. Mr. Velez will be present in person in San Luis during work hours and for attendance at City Council Meetings from Noon Monday through noon Friday. Reasonable reimbursement is allowed for City Business travel for Mr. Velez to represent San Luis in meetings of the Border Trade Alliance, National League of Cities, Arizona League of Cities and Towns, and ICSC (Innovating Commerce Serving Communities). The proposed agreement ends at the end of the fiscal year, June 30, 2023.

RECOMMENDATION / SUGGESTED MOTION:

**I MOVE TO
APPROVE THE INDEPENDENT CONTRACTOR AGREEMENT WITH VELEZ CONSULTING
SERVICES PRESENTED AND
APPROVE THE BUDGET TRANSFERS AS INDICATED IN THE FISCAL IMPACT OF THIS ITEM.**

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	Yes
CITY/STATE/FEDERAL FUNDS:	City
TOTAL:	\$96,244
BUDGETED AMOUNT:	No
AVAILABLE AMOUNT TO TRANSFER:	Yes
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	Salaries 100-115-50000 \$313,943

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

We are requesting council approval to do a budget transfer in the amount of \$97,000 from the salaries account 100-115-50000 to the contractual service account 100-115-80000 to fund this agreement.

The fiscal impact for the agreement is:
\$3,377 per week times 28.5 weeks = \$96,244

Attachments

Agreement

INDEPENDENT CONTRACTOR AGREEMENT

This agreement ("Agreement") is made this ____ day of December 2022. This Agreement is made at the San Luis City Hall, 1090 East Union Street, City of San Luis, County of Yuma, State of Arizona, between:

City of San Luis
an Arizona municipal corporation
("City" or "San Luis") and

Velez Consulting Services
a sole proprietorship
("Consultant").

The City and the Consultant may be referred to individually as the Party and collectively as the Parties.

RECITALS

- A.** The Consultant has provided services to the City as an Independent Contractor under the amended contract of January 11, 2017.
- B.** Under the November 9, 2022, Addendum to the 2017 contract, City Council contracted the Consultant to take on Interim City Manager services as of October 27, 2022.
- C.** At the November 30, 2022, Council Meeting, the City Council unanimously passed a motion to continue Interim City Manager service with the Consultant. This Agreement is under that direction.
- D.** Ralph Velez of Velez Consulting Services is the person who is to perform the professional services for the City.

In consideration of the matters described in the above recitals and the mutual benefits and obligations in this Agreement, and the covenants it contains, the Parties agree as follows:

SECTION I NATURE OF CONTRACT WORK

The Consultant and the City relationship is that of an Independent Contractor as that term has been defined under Arizona law. The Consultant is to determine the manner and method of work. The Consultant shall work for and under the direction of the City Council as an Independent Contractor providing Interim City Manager services. His regular schedule to be present in person in the City of San Luis shall be:

Monday: Noon to 6:00 p.m.,
Tuesday through Thursday: 7:00 a.m. to 6:00 p.m., and

Friday: 7:00 a.m. to Noon, and
shall attend all Council Meetings in addition.

Consultant shall travel outside the City of San Luis if the Mayor or Council determines it necessary or desirable to perform his duties.

SECTION II CONSULTANT'S DUTIES

The Consultant shall perform the duties described for the City Manager in the City Code and the functions and duties specified in the applicable Arizona Statutes, including but not limited to A.R.S. § 9-303. The Consultant shall serve the City diligently and according to his best professional and personal abilities in all respects and generally do all things for the City's best interests. Business travel outside the City of San Luis may include, but is not limited to: the representation of the City on the Yuma County Intergovernmental Public Transportation Authority Board (which is the Board for the public transport service, YCAT) and Border Trade Alliance Board, as well as participation in the National League of Cities, Arizona League of Cities and Towns, and the ICSC (Innovating Commerce Serving Communities, an economic development resource).

SECTION III TERM

- A. Start:** This Agreement terminates the November 9, 2022, Addendum on Sunday, December 11, 2022, so that the City's billing cycle can start with this Agreement for a start date of Monday, December 12, 2022.
- B. End:** This Agreement expires through the end of Friday, June 30, 2023, which is the last day of the fiscal year.

SECTION IV TERMINATION OF AGREEMENT

- A.** The City Council may terminate this Agreement at any time upon giving at least fourteen (14) day's written notice to Consultant unless the Parties otherwise agree.
- B.** Consultant may terminate this Agreement at any time upon giving at least fourteen (14) days written notice to the Mayor and City Council unless the Parties otherwise agree.

SECTION V COMPENSATION

The City shall pay upon the Consultant's invoice a flat fee of \$6,754.00 every two (2) weeks, starting with the City's billing cycle week of Monday, December 12, 2022. The Consultant is not entitled to receive employment benefits. As an Independent Contractor, the Consultant shall be responsible for obtaining health insurance and other employment benefits the City typically offers. The City shall pay for additional liability insurance covering the services and work of the Consultant.

SECTION VI OFFICE SPACE AND EQUIPMENT

The City shall provide the Consultant with the use of office space, utilities, office equipment, and office supplies that will enable the Consultant to perform the duties of Interim City Manager.

SECTION VII CONTRACT TERMS TO BE EXCLUSIVE

This Agreement contains the sole and entire agreement between the Parties. It shall supersede any and all other agreements between the Parties. The Parties acknowledge and agree that neither of them has made any representation concerning the subject matter of this Agreement nor any representations inducing its execution and delivery except such representations as are specifically set forth in this Agreement. The Parties acknowledge that they have relied on their own judgment to enter this Agreement. The Parties further acknowledge that any statements or representations either may have made to the other are void and of no effect. Neither has relied on such statements or representations in connection with its dealings with the other.

SECTION VIII WAIVER OR MODIFICATION INEFFECTIVE UNLESS IN WRITING

It is agreed that no waiver or modification of this Agreement or of any covenant, condition, or limitation contained in it shall be valid unless it is in writing and duly executed by the Party to be charged with it and that no evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration, or litigation between the Parties arising out of or affecting this Agreement, or the rights or obligations of any Party under it, unless such waiver or modification is in writing, duly executed as above. The Parties agree that the provisions of this paragraph may not be

waived except by written agreement of both Parties.

SECTION IX HEADINGS

Headings appearing in this Agreement have been inserted for the purpose of convenience and ready reference. They do not purport to, and shall not be deemed to, define, limit, or extend the scope or intent of the clauses to which they appertain.

SECTION X AGREEMENT GOVERNED BY THE LAW OF THE STATE OF ARIZONA

The Parties agree that it is their intention and covenant that this Agreement and performance under it and all suits and special proceedings relating to it be construed in accordance with, under, and pursuant to the laws of the State of Arizona and that in any action, special proceeding, or other proceeding that may be brought arising out of, in connection with, or by reason of this Agreement, the laws of the State of Arizona shall be applicable and shall govern to the exclusion of the law of any other forum, without regard to the jurisdiction in which any action or special proceeding may be instituted.

This Agreement shall be subject to the cancellation provisions of A.R.S. § 38-511.

[Intentionally left blank, signature page follows]

IN WITNESS WHEREOF, the City of San Luis, Arizona has caused this Agreement to be signed and executed on its behalf by its Mayor, duly attested to by its Clerk and Ralph Velez, for Velez Consulting Services, has signed and executed this Agreement at 1090 East Union Street, San Luis, Arizona on the ____ day of December 2022.

City of San Luis, Arizona

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

Kay Marion Macuil, City Attorney

Velez Consulting Services

Ralph Velez, Owner



AGENDA ITEM REVIEW FORM

Special City Council Meeting

6. D.

Meeting Date: 12/28/2022

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion
Order

ITEM:

Discussion and possible action on any and all matters regarding Order No. 2022-14. An order of the Mayor and City Council of the City of San Luis, Arizona, amending, appending and restating the City of San Luis City Use of City Vehicles Policy; repealing any conflicting policies; and providing for severability. **(Adela Cortez, Director of Human Resources)**

SUMMARY:

On September 14, 2022, City Council approved the City of San Luis Use of City Vehicle Policy. (The Agenda Item Review Form from September and the Order adopting it are attached).

The changes for consideration now are:

(1) Eliminate waiver for family to ride with employees on city business. Only those associated with city business shall be allowed in city vehicles.

(2) Refer to the Personnel Policies for the use of personal vehicles for city business.

*Note: The Personnel Policies are in the final stages of review for updates. Currently, employees may use personal vehicles on city business only with their manager's permission and mileage related to city business is reimbursed.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO ADOPT ORDER NO. 2022-14 AMENDING AND RESTATING THE CITY OF SAN LUIS USE OF CITY VEHICLES POLICY, AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:

No

CITY/STATE/FEDERAL FUNDS:

See the fiscal impact statement

TOTAL:

See the fiscal impact statement

BUDGETED AMOUNT:

See the fiscal impact statement

AVAILABLE AMOUNT TO TRANSFER:

See the fiscal impact statement

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: See Fiscal Impact Statement

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

This item is an adoption of a policy. There is no discernable fiscal impact.

Attachments

Order No. 2022-14

September AIR Form

September version of policy



Order

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 2022-14

AN ORDER OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING, APPENDING AND RESTATING THE CITY OF SAN LUIS CITY VEHICLES POLICY; REPEALING ANY CONFLICTING POLICIES; AND PROVIDING FOR SEVERABILITY.

IT IS ORDERED by the Mayor and City Council of the City of San Luis:

Section 1: The attached document, titled "City of San Luis Use of City Vehicles Policy" as amended and restated, is incorporated into this order by this reference.

Section 2: The section titled "Personal Use" subsection "A" subsection "c" of the City of San Luis Use of City Vehicles Policy is hereby amended to read in its entirety:

Passengers in City vehicles shall be limited to City employees and individuals who are directly associated with City work activity (including but not limited to the Mayor and Council Members, commissioners, city board members, committee members, consultants, and contractors).

Section 3: The section titled "Personal Use" is hereby appended by adding subsection B to read:

Use of personal vehicles for city business travel is controlled by the City of San Luis Personnel Policies.

Section 4: In the event of a conflict between the provisions of this order and any other order, resolution, or policy of the City of San Luis, the conflicting provisions are repealed superseded, and replaced, and the provision of this order shall govern.

Section 5: If any section, subsection, sentence, clause, phrase, or portion of this order is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction or by operation of authoritative law through legislation, such decision or operation of law shall not affect the validity of the remaining portions of this order.

Section 6: Staff shall take any and all action as reasonably necessary to further the City of San Luis Use of City Vehicles Policy as changed by this order.

PASSED, ADOPTED, and APPROVED by the Mayor and City Council of the City of San Luis, Yuma County, Arizona, this ____ day of December 2022.

Nieves Riedel, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney

City of San Luis Use of City Vehicles Policy

PURPOSE:

The purpose of this policy is to establish standard procedures for City of San Luis Employees who are assigned or use a City-owned or leased vehicle. This policy is intended to ensure the safety and well-being of City employees; to facilitate the efficient and effective use of City resources; to minimize the City's exposure to liability; and to monitor the use of City vehicles.

POLICY:

Employees shall operate all City-owned or leased vehicles in a safe and economical manner. Employee's privilege to operate a vehicle on official business extends only as long as the driver operates the vehicle in a safe and efficient manner. Unauthorized personal use of a City-owned vehicle is not permitted and may result in loss of vehicle privileges, or more serious discipline. Permission to operate City-owned vehicle must be given by the Direct Supervisor or Department Director. The department heads are responsible, for the implementation and enforcement of this policy.

RESPONSIBILITY:

- A. All drivers must have a valid driver's license and will be required to obtain a valid Arizona driver's license within six months of hire date.
- B. Motor Vehicle Records will be obtained on all drivers prior to employment and on an annual basis for those positions where driving is a normal part of the regular duties. A driving record that fails to meet the criteria stated in this policy, or is considered to be in violation of the intent of this policy, will result in a loss of the privilege of driving a City vehicle.
- C. Employees holding jobs requiring regular driving for business as an essential job function must, as a condition of employment, be able to meet the driver approval standards of this policy at all times.
- D. City of San Luis vehicles are for official use only in performing City business, as authorized by the Department Director.
- E. Drivers must comply with all City of San Luis Policies, directives and procedures, as well as all applicable Federal, State and Local regulations governing traffic laws.
- F. Employees who are on-call on a 24-hour basis may be allowed to take a City vehicle home so they can respond to work related calls as soon as possible. Such employees need to fully understand that the vehicle is used only as part of emergency response and not for personal use.
- G. The department head or its designee must ensure that a copy of a current vehicle insurance policy is maintained inside vehicle.

- H. Traveling outside of the Country in a City-owned vehicle requires prior authorization and submittal of a travel request form to Finance. Upon approval of travel request form, it is the traveler's responsibility to obtain a full coverage insurance policy from our assigned City vendor at least three days before travel, and submit a copy of insurance policy to Risk Management.
- I. The City is not liable for any loss or damage to personal property owned by the driver or any passenger of a City vehicle.

DEFINITIONS:

- A. Alcohol – An alcohol concentration equal to or greater than .04, or actions, appearance, speech, or bodily odors that reasonably cause a supervisor to conclude that an employee is impaired because of alcohol use.
- B. City vehicle – Any car, truck, bus, off road equipment, utility vehicle or similar self-propelled conveyance, including any transportation unit, which may not be self-propelled such as a trailer or equipment, mounted on a truck or trailer. Limited to those vehicles owned, rented, or leased by the City of San Luis.
- C. Collision – When a City vehicle makes contact with another vehicle, object, individual, or roadway and the contact results in any property damage to any vehicle, object, or roadway, regardless of degree, or results in injury or death to any person involved.
- D. Damage – Loss or harm to a City vehicle or which requires repair, other than normal wear and tear.
- E. Driver – A legally licensed employee, including authorized contract employee and volunteer of the City of San Luis, who is driving, operating, using or has care and control of a City vehicle owned or leased by the City of San Luis.
- F. Driver's License – A license issued by the State of Arizona authorizing a person to operate a specific class of vehicle.
- G. Illegal Drug – The term "illegal drug" means a controlled substance but does not include a controlled substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under that Act [21 U.S.C. 801 et seq.] or under any other provision of Federal law.
- H. Medication - Any drug, including any prescription drug or over-the-counter drug, that has been legally obtained and that is not unlawfully sold or distributed.
- I. Tobacco – Any substance containing tobacco leaf, including but not limited to, cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, dipping tobacco, clove cigarettes, or any other preparation of tobacco; and any product or formulating of matter containing biologically active amounts of nicotine including electronic smoking devices.
- J. Under the Influence of Drugs – Means a confirmed positive test result for illegal drug use per this policy. In addition, it means the misuse of legal drugs (prescription and possibly OTC) when there is not a valid prescription from a physician for the lawful use of the drug in the course of medical treatment (containers must include the patient's name, the name of the substance, quantity/amount to be taken and the period of authorization).

DRIVER BEHAVIOR

A. Driver Behavior

- a. Driver's must be fit for duty while working (i.e., not under the influence of a substance or alcohol., alert and not fatigued)
 - i. While driving or otherwise in control of a City vehicle, a driver shall not be fatigued or under the influence of any intoxicating substance including medication that may affect ability or judgement.
 - ii. Drivers with any condition that affects their ability to safely operate a vehicle must report the issue to their supervisor and may not drive.
- B. Medications that may interfere with the safe operation of a City vehicle must be reported to Human Resources.
- C. The use of City-owned vehicles while under the influence of legal medication affecting the ability to drive (including but not limited to over-the-counter medication) is forbidden.
- D. The use of City-owned vehicles while under the influence of alcohol or illegal drugs is strictly forbidden.
- E. Operating a City vehicle without a valid operator's license or while said license is under restriction, expired, suspension or revocation is forbidden, and should be reported to Supervisor and Department Director immediately after suspension or revocation of license.
- F. Drivers are expected to drive in a safe, courteous, and professional manner at all times. Drivers are required to operate their vehicles with regard to the safety of themselves and others to minimize risk of collision.
- G. Drivers must drive defensively at all times which includes, but is not limited to:
 - a. Being alert to developing situations and taking necessary action to prevent collisions;
 - b. Adjusting driving to compensate for unusual weather, road, traffic condition, vehicle payloads and passenger loads;
 - c. Recognizing the need to preventable action in advance;
 - d. Making due allowance for lack of skill and improper driving actions of others;
 - e. Being prepared to yield the right of way when required by conditions or traffic laws;
 - f. Obeying posted speed limits and;
 - g. Preventing driver distractions;

PREVENTION OF DISTRACTED DRIVING

- A. Distracted driving due to activities other than operating the vehicle must be kept to a minimum. Wireless communication devices may only be used in accordance with State law (ARS 28-914)
 - a. All drivers of a City vehicle are prohibited from holding or supporting a cell phone or electronic device to write, send, or read any text-based communication, while operating a motor vehicle unless parked or stopped.

- b. The use of a voice-based communication to write, send or read any text-based communication is allowed when used in a hand-free manner.
- c. The use of any earpiece, headphone device, or wrist-worn device may be used to conduct voice-based communication when used in a hand free manner. This includes the use of personally owned wireless communication devices used in City vehicles.
- d. Two-way radios provided by the City of San Luis may be used while driving when the use is necessary to perform an employment related duty and the use is made with due care and attention.
- e. If a display monitor (mobile computer, hand-held device, installed device) is used inside a vehicle, drivers must ensure that the monitor is off or turned away from the driver's view or the monitor's lid is closed while driving; unless, it is used to provide navigation, public safety response information or providing vehicle system status readings required for the operation of the vehicle.
- f. No entertainment system that significantly reduces the driver's ability to hear, see or concentrate shall be used while driving. This includes audio entertainment transmitted through an over the ear or in the ear speaker (headphones, earbuds, etc.) and devices that require a driver to focus eyesight and concentration away from the road in order to participate or control.
- g. Snacking or drinking a reasonably sized covered drink under non-demanding travel conditions may be done with minimal distraction to a driver. Sound reasonable judgement must be used when drivers choose to eat or drink while driving as it can cause serious accidents.

TOBACCO/VAPOR FREE VEHICLES

- A. Tobacco use in any form is never permitted by anyone inside City of San Luis vehicles (this includes E cigarettes or other vapor producing devices intended to simulate the use of tobacco).

PERSONAL USE

- A. City employees are prohibited from using City vehicles for personal use.
 - a. The employee's personal use of the employer's vehicle is restricted by written policy to driving to and from home and work, except for infrequent, *de minimus*, emergency occurrences or as authorized by the City Manager.
 - b. No persons, other than City employees or authorized contracted personnel are allowed to operate a City vehicle, with the exception of Police Reserves.
 - c. Passengers in City vehicles shall be limited to City employees and individuals who are directly associated with City work activity (including but not limited to the Mayor and Council Members, commissioners, city board members, committee members, consultants, and contractors).
 - d. Employees with authorized take home vehicles are allowed to use the vehicle to travel to and from the workplace. Vehicles should never be used for personal travel or for transporting non-City personnel.

- e. Employees may take a City-owned vehicle home when attending an off-site meeting taking place after or prior to normal working hours. Vehicles must be parked off the street at the employee's home (i.e., driveway or garage).
 - f. City vehicles may not be parked overnight at bars, restaurants, nightclubs, or other recreational locations without specific authorization.
 - g. City-owned vehicle shall be returned at the earliest practical time after any overnight usage.
 - h. Any unauthorized use of City-owned vehicle may result in disciplinary action up to and including termination of employment.
 - i. The City reserves the right to install GPS systems in any and all City equipment. By using City Equipment, employees consent to the City monitoring and reviewing information obtained through such GPS systems.
- B. Use of personal vehicles for city business travel is controlled by the City of San Luis Personnel Policies.

OPERATIONAL SAFETY

- A. Seatbelts are proven means of reducing injury to vehicle occupants in the event of a collision.
 - a. Seatbelts are mandatory for all drivers and passengers while riding in a City vehicle.
- B. Backing up: A large percentage of collisions involving City vehicles are caused by drivers operating the vehicle in reverse.
 - a. City vehicles should be parked to allow for forward exits whenever possible.
 - b. When a driver must back up without a guide, the following considerations will reduce risks. Whenever possible, drivers should;
 - i. Ensure all mirrors and windows are clear and adjusted to afford the best possible viewing;
 - ii. Roll down the window to hear possible warnings from other vehicles or pedestrians;
 - iii. Scan the area for obstacles/clearance and to plan the backing route. Perform a vehicle walk around for maximum assurance;
 - iv. Conditions can change. Perform the maneuver immediately after the scan or walk around is completed;
 - v. Back up at walking pace or slower; and
 - vi. Back toward the driver's side when practical to use the visible side of vehicle.
- C. Driving across or into common pedestrian areas has additional hazards. Drivers must have a high level of situational awareness and demonstrate pedestrian courtesy while operating vehicles in these locations.
- D. To reduce occupant impact injuries in the event of a collision, unsecured tools and equipment shall not be kept in the passenger compartment.
- E. Cargo transported in truck beds must be loaded and secured to prevent projectiles coming out of the bed and into the cab in the event of a sudden stop. All tools, equipment and materials should be loaded so they ride below the level of the truck's bedrails.

VEHICLE CONDITIONS

- A. Vehicles and equipment must be in good working order, well maintained, and properly fueled.
- B. Employees assigned a vehicle are responsible for scheduling routine maintenance and service of the vehicle, including cleaning and washing of the vehicle.
- C. Drivers are responsible for performing and documenting pre-trip vehicle inspections that are appropriate for the vehicle's classification. Follow federal, state, local and department/division internal policy. Deficiencies shall be documented and reported per department policy and to Fleet Services for determination of roadworthiness and service needed.
- D. Repairs of City-owned vehicles require approval of the Fleet Services Division.
- E. The driver shall be responsible for checking to ensure that the vehicle lights, turn signals, brake lights, and other safety equipment are functional before operating.
- F. Be mindful to keep the vehicle clean (inside and out) as it is a reflection of the City to the public.

TRAFFIC CITATION, ACCIDENT AND DAMAGE REPORTING

- A. Citations received while operating a City of San Luis vehicle must be reported to the driver's Supervisor and Department Director as soon as possible but no later than one (1) working day. Associated penalties are the responsibility of the driver.
- B. Financial assessments related to City-owned vehicles that are incurred, as a result of the driver's poor judgement, irresponsibility, or negligence, will be the responsibility of the employee. Such charges or assessments may include, but are not limited to, tow charges, parking violations and tickets.
- C. Any employee who has a driver's license revoked or suspended shall immediately notify the Supervisor and will immediately discontinue operation of any City-owned vehicle. Failure to do so may result in disciplinary action, including termination of employment. The supervisor must notify the Department Head, Human Resources and Risk Management.
- D. Failure to stop after an accident and/or failure to report an accident may result in disciplinary action, up to and including termination.
- E. If involved in an accident or collision:
 - a. If there are injuries call 911 immediately.
 - b. If the involved vehicle is moveable and it is safe to do so; move the vehicles off the roadway to minimize the risk of a secondary accident.
 - c. Make the scene safe and render aid to the injured as best possible.
 - d. Contact the Police Department as Police Report will be needed.
 - e. Do not discuss the accident with anyone at the scene except the police.
 - f. All accidents in company vehicles, regardless of severity, must be reported.
 - g. Accidents in personal vehicles while on City business must follow these same accident procedures.
 - h. Vehicle damage must be reported when it occurs or when discovered.

- i. Contact Fleet Services for towing and/or repairs. Review current Fleet Standard Operating Procedures.
- j. Report any employee injuries to Triage Now and any vehicle or property damage to Risk Management no later than one (1) working day.
- k. Immediately complete the auto damage, property damage report and accident investigation report with a description of the accident and submit to Risk Management along with pictures of the damages.

POST ACCIDENT DRUG/ALCOHOL TESTING

- A. Post-accident drug/alcohol testing is required for employees if an accident occurs while they are driving a City vehicle and there is reasonable suspicion that drug or alcohol use contributed to the incident.
- B. Reasonable suspicion includes erratic or abnormal behavior (slurred speech, unsteady gait, etc.) consistent with the use of drugs or alcohol which is documented by a responding officer of the law, or behavior or conduct observed by at least two City employees either immediately before, during, or immediately after the accident or incident which is documented and reported to Human Resources and/or Risk Management.
- C. Additional post-accident drug/alcohol testing guidelines apply to employees if an accident occurs while they are driving a commercial motor vehicle (CMV) or mass transit vehicle for the City on a public road, and they hold a job assignment where possession of a Commercial Driver's License (CDL) is an essential function of the job. This is to comply with federal regulations for CDL drivers.
- D. Testing Process:
 - a. Call Risk Management or Human Resources and take employee to San Luis Urgent Care or assigned medical clinic for rapid drug screening.
 - b. The employee must be tested as soon as possible after the accident, but no longer than eight hours after the accident for alcohol testing and twenty-four hours for drug testing.
 - c. The alcohol testing is conducted by the Police Department.
 - d. Discontinue driving or operating City equipment pending drug and alcohol screen clearance.

PUBLIC SAFETY EMERGENCY VEHICLES

- E. The City of San Luis acknowledges that because of the unique nature of their duties, public safety-first responders may be required to operate outside the parameters set forth in this policy. First responders are required to act within the scope of their official duties, departmental policies and regulations and applicable laws pertaining to operation of authorized emergency vehicles.



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

5. C.

Meeting Date: 09/14/2022

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding Order No. 2022-11. An order of the Mayor and City Council of the City of San Luis, Arizona, adopting the City of San Luis Use of City Vehicles Policy; repealing any conflicting policies; and providing for severability. **(Adela Cortez, Director of Human Resources and Maria Sabori, Risk Manager)**

SUMMARY:

The city would like to propose the implementation of a Vehicle Use Personnel Policy for all city personnel. Currently, the city's personnel policies do not include a specific policy related to the use of vehicles or equipment. Administration, HR and Risk Management feel it is of high importance that a policy is implemented. The purpose of this policy is to establish standard procedures for city employees. This policy is intended to ensure the safety and well-being of city employees; to facilitate the efficient and effective use of city resources; to minimize the city's exposure to liability and to monitor the use of city vehicles.

Some key Points of the Policy are to establish/implement:

- Motor vehicle records will be obtained on an annual basis for those positions where driving is a normal part of the regular duties.
- Drivers' behavior expectations while operating a city vehicle or equipment.
- Rules that drivers must comply with all City of San Luis Policies, directives, and procedures, as well as all applicable Federal, State and Local regulations governing traffic laws.
- Restrictions on tobacco use inside city vehicles (including; E-cigarettes or other vapor-producing devices intended to simulate the use of tobacco).
- Rules on personal use limits and restrictions and establish a process.
- Operational safety measures.
- Vehicle condition measures.
- Reporting processes for any matters related to; traffic citations, accidents, and vehicle damages.
- Post-accident drug/alcohol testing processes.

Attached is the final draft to the Use of City Vehicles Personnel Policy. The draft has been thoroughly reviewed by Risk Management, Human Resources, Administration, and large fleet department management (Public Works, Fire, Police and Parks). The policy has also been reviewed by the Risk Pool Attorney.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO ADOPT ORDER NO. 2022-11, THE CITY OF SAN LUIS USE OF CITY VEHICLES POLICY, AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	No
CITY/STATE/FEDERAL FUNDS:	See the fiscal impact statement
TOTAL:	See the fiscal impact statement
BUDGETED AMOUNT:	See the fiscal impact statement
AVAILABLE AMOUNT TO TRANSFER:	See the fiscal impact statement
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	See Fiscal Impact Statement
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):	
This item is an adoption of a policy. There is no discernable fiscal impact.	

Attachments

Order No. 2022-11 and Vehicle Use Policy

CONFORMED COPY
2022-29990 ORDER
09/15/2022 03:17:59 PM Pages: 10 Fees: \$15.00
Requested By: CITY OF SAN LUIS

Richard Colwell County Recorder, YUMA County AZ



WHEN RECORDED, MAIL TO:

**CITY OF SAN LUIS
ATTN: CITY CLERK
P.O. BOX 1170
SAN LUIS, ARIZONA 85349**

The above area is to be reserved for recording information

CAPTION HEADING:

ORDER

Order No. 2022-11 – Adopting the City of San Luis Use of City Vehicle Policy.



Order

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 2022-11

AN ORDER OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, ADOPTING THE CITY OF SAN LUIS USE OF CITY VEHICLES POLICY; REPEALING ANY CONFLICTING POLICIES; AND PROVIDING FOR SEVERABILITY.

WHEREAS, it is desirable to have standard procedures for the City of San Luis employees who are assigned or use city-owned or leased vehicles; and

WHEREAS, it is the intent of the certain document titled "City of San Luis Use of City Vehicles Policy" to:

- (1) ensure the safety and well-being of city employees,
- (2) facilitate the efficient and effective use of city resources,
- (3) minimize the city's exposure to liability and
- (4) monitor the use of city vehicles;

NOW, THEREFORE, IT IS ORDERED by the Mayor and City Council of the City of San Luis:

Section 1: The attached document titled "City of San Luis Use of City Vehicles Policy" is incorporated into this order by this reference.

Section 2: The City of San Luis Use of City Vehicles Policy is hereby adopted as the policy of the city.

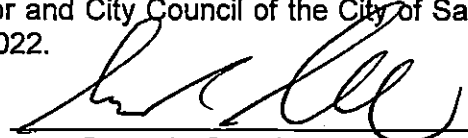
Section 3: In the event of a conflict between the provisions of this order and any other order, resolution, or policy of the City of San Luis, the conflicting provisions are repealed, superseded, and replaced, and the provisions of this order shall govern.

Section 4: If any section, subsection, sentence, clause, phrase or portion of this order is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this order.

Section 5: Staff shall take action as reasonably necessary to further the City of San Luis Use of City Vehicles Policy.

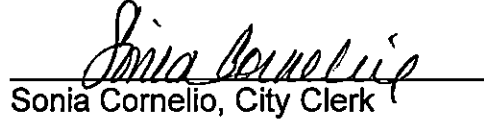
[Signature page follows]

PASSED, ADOPTED, and APPROVED by the Mayor and City Council of the City of San Luis, Yuma County, Arizona, this 14th day of September 2022.



Gerardo Sanchez, Mayor

ATTEST:


Sonia Cornelio, City Clerk

APPROVED AS TO FORM:


Kay Marion Macuil, City Attorney

City of San Luis Use of City Vehicles Policy

Final Draft: 08/09/2022

PURPOSE:

The purpose of this policy is to establish standard procedures for City of San Luis Employees who are assigned or use a City-owned or leased vehicle. This policy is intended to ensure the safety and well-being of City employees; to facilitate the efficient and effective use of City resources; to minimize the City's exposure to liability; and to monitor the use of City vehicles.

POLICY:

Employees shall operate all City-owned or leased vehicles in a safe and economical manner. Employee's privilege to operate a vehicle on official business extends only as long as the driver operates the vehicle in a safe and efficient manner. Unauthorized personal use of a City-owned vehicle is not permitted and may result in loss of vehicle privileges, or more serious discipline. Permission to operate City-owned vehicle must be given by the Direct Supervisor or Department Director. The department heads are responsible, for the implementation and enforcement of this policy.

RESPONSIBILITY:

- A. All drivers must have a valid driver's license and will be required to obtain a valid Arizona driver's license within six months of hire date.
- B. Motor Vehicle Records will be obtained on all drivers prior to employment and on an annual basis for those positions where driving is a normal part of the regular duties. A driving record that fails to meet the criteria stated in this policy, or is considered to be in violation of the intent of this policy, will result in a loss of the privilege of driving a City vehicle.
- C. Employees holding jobs requiring regular driving for business as an essential job function must, as a condition of employment, be able to meet the driver approval standards of this policy at all times.
- D. City of San Luis vehicles are for official use only in performing City business, as authorized by the Department Director.
- E. Drivers must comply with all City of San Luis Policies, directives and procedures, as well as all applicable Federal, State and Local regulations governing traffic laws.
- F. Employees who are on-call on a 24-hour basis may be allowed to take a City vehicle home so they can respond to work related calls as soon as possible. Such employees need to fully understand that the vehicle is used only as part of emergency response and not for personal use.
- G. The department head or its designee must ensure that a copy of a current vehicle insurance policy is maintained inside vehicle.
- H. Traveling outside of the Country in a City-owned vehicle requires prior authorization and submittal of travel request form to Finance. Upon approval of travel request

form, it is the traveler responsibility to obtain a full coverage insurance policy from our assigned City vendor at least three days before travel, and submit a copy of insurance policy to Risk Management.

- I. The City is not liable for any loss or damage to personal property owned by the driver or any passenger of a City vehicle.

DEFINITIONS:

- A. Alcohol – An alcohol concentration equal to or greater than .04, or actions, appearance, speech or bodily odors that reasonably cause a supervisor to conclude that an employee is impaired because of alcohol use.
- B. City vehicle – Any car, truck, bus, off road equipment, utility vehicle or similar self-propelled conveyance, including any transportation unit, which may not be self-propelled such as a trailer or equipment, mounted on a truck or trailer. Limited to those vehicles owned, rented or leased by the City of San Luis.
- C. Collision – When a City vehicle makes contact with another vehicle, object, individual, or roadway and the contact results in any property damage to any vehicle, object, or roadway, regardless of degree, or results in injury or death to any person involved.
- D. Damage – Loss or harm to a City vehicle or which requires repair, other than normal wear and tear.
- E. Driver – A legally licensed employee, including authorized contract employee and volunteer of the City of San Luis, who is driving, operating, using or has care and control of a City vehicle owned or leased by the City of San Luis.
- F. Driver's License – A license issued by the State of Arizona authorizing a person to operate a specific class of vehicle.
- G. Illegal Drug – The term "illegal drug" means a controlled substance but does not include a controlled substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under that Act [21 U.S.C. 801 et seq.] or under any other provision of Federal law.
- H. Medication – Any drug, including any prescription drug or over-the-counter drug, that has been legally obtained and that is not unlawfully sold or distributed.
- I. Tobacco – Any substance containing tobacco leaf, including but not limited to, cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, dipping tobacco, clove cigarettes, or any other preparation of tobacco; and any product or formulating of matter containing biologically active amounts of nicotine including electronic smoking devices.
- J. Under the Influence of Drugs – Means a confirmed positive test result for illegal drug use per this policy. In addition, it means the misuse of legal drugs (prescription and possibly OTC) when there is not a valid prescription from a physician for the lawful use of the drug in the course of medical treatment (containers must include the patient's name, the name of the substance, quantity/amount to be taken and the period of authorization).

DRIVER BEHAVIOR

A. Driver Behavior

- a. Driver's must be fit for duty while working (i.e., not under the influence of a substance or alcohol., alert and not fatigued)
 - i. While driving or otherwise in control of a City vehicle, a driver shall not be fatigued or under the influence of any intoxicating substance including medication that may affect ability or judgement.
 - ii. Driver's with any condition that affects their ability to safely operate a vehicle must report the issue to their supervisor and may not drive.
- B. Medications that may interfere with the safe operation of a City vehicle must be reported to Human Resources.
- C. The use of City-owned vehicles while under the influence of legal medication affecting the ability to drive (including but not limited to over-the-counter medication) is forbidden.
- D. The use of City-owned vehicles while under the influence of alcohol or illegal drugs is strictly forbidden.
- E. Operating a City vehicle without a valid operator's license or while said license is under restriction, expired, suspension or revocation is forbidden, and should be reported to Supervisor and Department Director immediately after suspension or revocation of license.
- F. Drivers are expected to drive in a safe, courteous and professional manner at all times. Drivers are required to operate their vehicles with regard to the safety of themselves and others to minimize risk of collision.
- G. Drivers must drive defensively at all times which includes, but is not limited to:
 - a. Being alert to developing situations and taking necessary action to prevent collisions;
 - b. Adjusting driving to compensate for unusual weather, road, traffic condition, vehicle payloads and passenger loads;
 - c. Recognizing the need to preventable action in advance;
 - d. Making due allowance for lack of skill and improper driving actions of others;
 - e. Being prepared to yield the right of way when required by conditions or traffic laws;
 - f. Obeying posted speed limits and;
 - g. Preventing driver distractions;

PREVENTION OF DISTRACTED DRIVING

- A. Distracted driving due to activities other than operating the vehicle must be kept to a minimum. Wireless communication devices may only be used in accordance with State law (ARS 28-914)
 - a. All drivers of a City vehicle are prohibited from holding or supporting a cell phone or electronic device to write, send, or ready any text-based communication, while operating a motor vehicle unless parked or stopped.
 - b. The use of a voice-based communication to write, send or read any text-based communication is allowed when used in a hand-free manner.

- c. The use of any earpiece, headphone device, or wrist-worn device may be used to conduct voice-based communication when used in a hand free manner. This includes the use of personally owned wireless communication devices used in City vehicles.
- d. Two-way radios provided by the City of San Luis may be used while driving when the use is necessary to perform an employment related duty and the use is made with due care and attention.
- e. If a display monitor (mobile computer, hand held device, installed device) is used inside a vehicle, drivers must ensure that the monitor is off or turned away from the driver's view or the monitor's lid is closed while driving; unless, it is used to provide navigation, public safety response information or providing vehicle system status readings required for the operation of the vehicle.
- f. No entertainment system that significantly reduces the driver's ability to hear, see or concentrate shall be used while driving. This includes audio entertainment transmitted through an over the ear or in the ear speaker (headphones, earbuds, etc.) and devices that require a driver to focus eyesight and concentration away from the road in order to participate or control.
- g. Snacking or drinking a reasonably sized covered drink under non-demanding travel conditions may be done with minimal distraction to a driver. Sound reasonable judgement must be used when drivers choose to eat or drink while driving as it can cause serious accidents.

TOBACCO/VAPOR FREE VEHICLES

- A. Tobacco use in any form is never permitted by anyone inside City of San Luis vehicles (this includes E cigarettes or other vapor producing devices intended to simulate the use of tobacco).

PERSONAL USE

- A. City employees are prohibited from using City vehicles for personal use.
 - a. The employee's personal use of the employer's vehicle is restricted by written policy to driving to and from home and work, except for infrequent, de minimus, emergency occurrences or as authorized by the City Manager.
 - b. No persons, other than City employees or authorized contracted personnel are allowed to operate a City vehicle, with the exception of Police Reserves.
 - c. Generally, passengers in City vehicles shall be limited to City employees and individuals who are directly associated with City work activity (committee members, consultants, contractors, etc.). For extenuating circumstances, family members shall only be transported in City vehicles for work-related functions, with the authorization of the City Manager via a non-city employee travel form. A non-city employee travel form must be submitted to Finance along with travel request form for authorization. For local travel, the form can be submitted directly for approval to the City Manager and return to Risk Management. This provision does not apply to Public Safety personnel when conducting City business.

- d. Employees with authorized take home vehicles are allowed to use the vehicle to travel to and from the workplace. Vehicles should never be used for personal travel or for transporting non-City personnel.
- e. Employees may take a City-owned vehicle home when attending an off-site meeting takes place after or prior to normal working hours. Vehicles must be parked off the street at the employee's home (i.e., driveway or garage).
- f. City vehicles may not be parked overnight at bars, restaurants, nightclubs, or other recreational locations without specific authorization.
- g. City-owned vehicle shall be returned at the earliest practical time after any overnight usage.
- h. Any unauthorized use of City-owned vehicle may result in disciplinary action up to and including termination of employment.
- i. The City reserves the right to install GPS systems in any and all City equipment. By using City Equipment, employees consent to the City monitoring and reviewing information obtained through such GPS systems.

OPERATIONAL SAFETY

- A. Seatbelts are proven means of reducing injury to vehicle occupants in the event of a collision.
 - a. Seatbelts are mandatory for all drivers and passengers while riding in a City vehicle.
- B. Backing up: A large percentage of collisions involving City vehicles are caused by drivers operating the vehicle in reverse.
 - a. City vehicles should be parked to allow for forward exits whenever possible.
 - b. When a driver must back up without a guide, the following considerations will reduce risks. Whenever possible, drivers should;
 - i. Ensure all mirrors and windows are clear and adjusted to afford the best possible viewing;
 - ii. Roll down the window to hear possible warnings from other vehicles or pedestrians;
 - iii. Scan the area for obstacles/clearance and to plan the backing route. Perform a vehicle walk around for maximum assurance;
 - iv. Conditions can change. Perform the maneuver immediately after the scan or walk around is completed;
 - v. Back up at walking pace or slower; and
 - vi. Back toward the driver's side when practical to use the visible side of vehicle.
- C. Driving across or into common pedestrian areas has additional hazards. Drivers must have a high level of situational awareness and demonstrate pedestrian courtesy while operating vehicles in these locations.
- D. To reduce occupant impact injuries in the event of a collision, unsecured tools and equipment shall not be kept in the passenger compartment.
- E. Cargo transported in truck beds must be loaded and secured to prevent projectiles coming out of the bed and into the cab in the event of a sudden stop. All tools, equipment and materials should be loaded so they ride below the level of the truck's bedrails.

VEHICLE CONDITIONS

- A. Vehicles and equipment must be in good working order, well maintained, and properly fueled.
- B. Employees assigned a vehicle are responsible for scheduling routine maintenance and service of the vehicle, including cleaning and washing of the vehicle.
- C. Drivers are responsible for performing and documenting pre-trip vehicle inspections that are appropriate for the vehicle's classification. Follow federal, state, local and department/division internal policy. Deficiencies shall be documented and reported per department policy and to Fleet Services for determination of roadworthiness and service needed.
- D. Repairs of City-owned vehicles require approval of the Fleet Services Division.
- E. The driver shall be responsible for checking to ensure that the vehicle lights, turn signals, brake lights, and other safety equipment are functional before operating.
- F. Be mindful to keep the vehicle clean (inside and out) as it is a reflection of the City to the public.

TRAFFIC CITATION, ACCIDENT AND DAMAGE REPORTING

- A. Citations received while operating a City of San Luis vehicle must be reported to the driver's Supervisor and Department Director as soon as possible but no later than one (1) working day. Associated penalties are the responsibility of the driver.
- B. Financial assessments related to City-owned vehicles that are incurred, as a result of the driver's poor judgement, irresponsibility or negligence, will be the responsibility of the employee. Such charges or assessments may include, but are not limited to, tow charges, parking violations and tickets.
- C. Any employee who has a driver's license revoked or suspended shall immediately notify the Supervisor, and will immediately discontinue operation of any City-owned vehicle. Failure to do so may result in disciplinary action, including termination of employment. The supervisor must notify the Department Head, Human Resources and Risk Management.
- D. Failure to stop after an accident and/or failure to report an accident may result in disciplinary action, up to and including termination.
- E. If involved in an accident or collision:
 - a. If there are injuries call 911 immediately.
 - b. If the involved vehicle is moveable and it is safe to do so; move the vehicles off the roadway to minimize the risk of a secondary accident.
 - c. Make the scene safe and render aid to the injured as best possible.
 - d. Contact the Police Department as Police Report will be needed.
 - e. Do not discuss the accident with anyone at the scene except the police.
 - f. All accidents in company vehicles, regardless of severity, must be reported.
 - g. Accidents in personal vehicles while on City business must follow these same accident procedures.
 - h. Vehicle damage must be reported when it occurs or when discovered.
 - i. Contact Fleet Services for towing and/or repairs. Review current Fleet Standard Operating Procedures.

- j. Report any employee injuries to Triage Now and any vehicle or property damage to Risk Management no later than one (1) working day.
- k. Immediately complete the auto damage, property damage report and accident investigation report with a description of the accident and submit to Risk Management along with pictures of the damages.

POST ACCIDENT DRUG/ALCOHOL TESTING

- A. Post-accident drug/alcohol testing is required for employees if an accident occurs while they are driving a City vehicle and there is reasonable suspicion that drug or alcohol use contributed to the incident.
- B. Reasonable suspicion includes erratic or abnormal behavior (slurred speech, unsteady gait, etc.) consistent with the use of drugs or alcohol which is documented by a responding officer of the law, or behavior or conduct observed by at least two City employees either immediately before, during, or immediately after the accident or incident which is documented and reported to Human Resources and/or Risk Management.
- C. Additional post-accident drug/alcohol testing guidelines apply to employees if an accident occurs while they are driving a commercial motor vehicle (CMV) or mass transit vehicle for the City on a public road, and they hold a job assignment where possession of a Commercial Driver's License (CDL) is an essential function of the job. This is to comply with federal regulations for CDL drivers.
- D. Testing Process:
 - a. Call Risk Management or Human Resources and take employee to San Luis Urgent Care or assigned medical clinic for rapid drug screening.
 - b. The employee must be tested as soon as possible after the accident, but no longer than eight hours after the accident for alcohol testing and twenty-four hours for drug testing.
 - c. The alcohol testing is conducted by the Police Department.
 - d. Discontinue driving or operating City equipment pending drug screen clearance.

PUBLIC SAFETY EMERGENCY VEHICLES

- E. The City of San Luis acknowledges that because of the unique nature of their duties, public safety-first responders may be required to operate outside the parameters set forth in this policy. First responders are required to act within the scope of their official duties, departmental policies and regulations and applicable laws pertaining to operation of authorized emergency vehicles.



AGENDA ITEM REVIEW FORM

Special City Council Meeting

6. E.

Meeting Date: 12/28/2022

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2243. A resolution of the Mayor and City Council of the City of San Luis, Arizona, adopting a code of conduct for elected and appointed officials; repealing conflicting provisions; and providing for severability. **(Kay Marion Macuil, City Attorney)**

SUMMARY:

For the City Council's consideration, this item is a follow-up from the direction to staff during the Special Council meeting held on November 30, 2022, Work Session Code of Conduct item requested by Council Member Luis Cabrera. Assistant City Attorney Glenn Gimbut drafted the attached proposed Code of Conduct based on the City of Tolleson's Code of Conduct.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2243 ADOPTING A CODE OF CONDUCT FOR ELECTED AND APPOINTED OFFICIALS.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: No
CITY/STATE/FEDERAL FUNDS: N/A
TOTAL: N/A
BUDGETED AMOUNT: N/A
AVAILABLE AMOUNT TO TRANSFER: N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: N/A

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

There is no fiscal impact to this item.

Attachments

Resolution No. 2243



Resolution

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 2243

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, ADOPTING A CODE OF CONDUCT FOR ELECTED AND APPOINTED OFFICIALS; REPEALING CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the City Code provides information on the roles and responsibilities of the city's elected officials; and

WHEREAS, the city adopted a Chain of Command Policy under Resolution No. 678; and

WHEREAS, the San Luis City Council has determined that the adoption of a Code of Conduct for its members and appointed officials will assist in achieving the goal of good governance in service to the public;;

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

Section 1: The above recitals are incorporated and shall constitute part of this resolution.

Section 2: The attached Code of Conduct for Elected Officials is incorporated by this reference and is made part of this resolution as though set forth in full here.

Section 3: The attached Code of Conduct for Elected Officials is hereby adopted.

Section 4: If a conflict arises between the provisions of this resolution and any other ordinance, resolution, regulation, or policy of the City of San Luis, the conflicting provisions are amended, superseded, and replaced, and this resolution shall govern.

Section 5: If any section, subsection, sentence, clause, phrase, or portion of this resolution is held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction or operation of law by controlling legislation, such decision or law shall not affect the validity of the remaining portion of this resolution.

PASSED, ADOPTED, and APPROVED by the Mayor and City Council of the City of San Luis, County of Yuma, State of Arizona, this _____ day of December 2022.

Nieves Riedel, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney

City of San Luis Code of Conduct for Elected and Appointed Officials

The Three Rs of San Luis Government Leadership: Roles, Responsibilities, and Respect

The City Code provides information on the roles and responsibilities of Council Members, the Vice Mayor, and the Mayor. Further, Resolution No. 678 of the City of San Luis adopted a Chain of Command Policy. This document is a Code of Conduct for the City of San Luis's elected and appointed officials.

This Code of Conduct is designed to describe the manner in which Council Members and appointed officials of the City (collectively, "Public Officials") should treat one another, City staff, constituents, and others they come into contact with in representing the City of San Luis. It reflects the work of defining more clearly the behavior, manners, and courtesies suitable for various occasions. This document is designed to make the public meetings, and the governance process run more smoothly.

Contents:

- Overview of Roles and Responsibilities
- Policies and Protocols Related to Conduct
- Council Conduct with One Another
- Council Conduct with City Staff
- Council Conduct with the Public
- Council Conduct with Other Public Agencies
- Council Conduct with Boards and Commissions
- Council Conduct with the Media
- Sanctions
- Principles of Proper Conduct
- Checklist for Monitoring Conduct
- Glossary of Terms

The constant and consistent theme through all of the conduct guidelines is respect. Public Officials experience significant workloads and tremendous stress in making decisions that could impact thousands of lives. Despite these pressures, Public Officials are called upon to exhibit appropriate behavior at all times. Demonstrating respect for each individual through words and actions is the touchstone that can help guide Public Officials to do the right thing in even the most difficult situations.

Overview of Roles and Responsibilities

Other resources that are helpful in defining the roles and responsibilities of Public Officials can be found in the City of San Luis Code, the San Luis Chain of Command Policy (Resolution No. 678), Arizona Revised Statutes (Title 38, Chapter 38), and "You as a Public Official" published by the League of Arizona Cities & Towns. (See <http://www.azleague.org/114/Publications> for the latest version).

MAYOR

- Directly elected by the people. (A.R.S. § 9-232.03 and City Code § 2.05.010)
- Acts as the City's official head and spokesperson (City Code § 2.05.040)
- Chairs Council meetings (City Code § 2.05.040)
- Calls for special meetings (City Code § 2.05.410)
- Makes judgment calls on proclamations, agendas, etc. (City Code, §§ 2.05.040 and 2.05.430)
- Working with City Council recommends committees as appropriate for City Council approval (City Code § 2.05.450)
- Leads the Council into an effective, cohesive, working team
- Signs documents on behalf of the City of San Luis (City Code, § 2.05.040(A) (3))

VICE MAYOR

- Serves at the pleasure of the Council (City Code § 2.05.020)
- Performs the duties of the Mayor if the Mayor is absent (City Code § 2.05.020)
- Chairs Council meetings in the absence of the Mayor
- Represents the City at ceremonial functions at the request of the Mayor

ALL COUNCIL MEMBERS

All members of the City Council, including those serving as Mayor and Vice Mayor, have equal votes. No Council Member has more authority than any other Council Member, and all should be treated with equal respect.

All Council Members should:

- Fully participate in City Council meetings and other public forums while demonstrating kindness, consideration, and courtesy to others.
- Prepare in advance of Council meetings and be familiar with issues on the agenda.
- Represent the City at ceremonial functions at the Mayor's or the Council's request.
- Be respectful of other people's time. Stay focused and act efficiently during public meetings.
- Serve as a model of leadership and civility to the community
- Inspire public confidence in the San Luis government
- Provide contact information with the City Clerk in case of an emergency or urgent situation arises while the Council Member is out of the City
- Demonstrate honesty and integrity in every action and statement

- Participate in scheduled activities to increase team effectiveness and review Council procedures, such as this Code of Conduct

MEETING CHAIR

The Mayor will chair official meetings of the City Council unless the Vice Mayor, or another Council Member is designated as Chair of a specific meeting.

- Maintains order, decorum, and the fair and equitable treatment of all speakers
- Keeps discussion and questions focused on specific agenda items under consideration
- Makes parliamentary rulings. Chair rulings may be overturned if a Council Member makes a motion as an individual and the majority of the Council votes to overrule the Chair.

FORMER COUNCIL MEMBERS

Former members of the City Council who speak to the current City Council about a pending issue should disclose for whom they are speaking.

Policies & Protocols Related to Conduct

Ceremonial Events

Requests for a City representative at ceremonial events will be handled by City staff. The Mayor will serve as the designated City representative. If the Mayor is unavailable, then City staff will determine if event organizers would like another representative from the Council. If yes, then the Mayor will recommend which Council Member should be asked to serve as a substitute. Invitations received at City Hall are presumed to be for official City representation. Invitations addressed to Council Members at their homes are presumed to be for unofficial, personal consideration.

Correspondence Signatures

Council Members do not need to acknowledge the receipt of correspondence, or copies of correspondence, during Council meetings. The City Clerk will prepare official letters in response to public inquiries and concerns. These letters will carry the signature of the Mayor unless the Mayor requests that they be signed by another Council Member, the City Manager, or the City Clerk.

If correspondence is addressed only to one Council Member, that Council Member may check with staff on the best way to respond to the sender.

Endorsement of Candidates

Council Members have the right to endorse candidates for all Council seats or other elected offices. It is inappropriate to mention endorsements during Council meetings or other official City meetings.

Public Announcements in Council Meetings

Council Members who want to speak during the Call to the Public or Council Members Report portion of the Council meeting should notify the Chair in advance. Council Members, like members of the public who use this portion of the agenda to recognize achievements or promote an event, may be limited to five minutes each under City Code § 2.05.440. Speakers should keep the focus on matters of communitywide interest. Matters that may require Council action or direction should not be discussed, and those items on the agenda should not be used for any form of campaigning.

Public Hearing Protocol

The applicant shall have the right to speak first. The Chair will determine the length of time allowed for this presentation. Speakers representing either pro or con points of view will be allowed to follow. All speakers should be heard. All statements should be made to and through the Chair. The applicant will be allowed to make closing comments. The Chair has the responsibility to run an efficient public meeting and has the discretion to modify the public hearing process in order to make the meeting run smoothly.

Council Members should not express opinions during the public hearing portion of the meeting except to ask pertinent questions of the speaker or staff. All Council Member comments or questions should be directed to the Chair. "I think" and "I feel" comments by Council Members are not appropriate until after the close of the public hearing. Council Members

should refrain from arguing or debating with the public during a public hearing and shall always show respect for different points of view.

Main motions may be followed by amendments, followed by substitute motions. Any Council Member can call for the question or a point of order. Only Council Members, who voted on the prevailing side, may make motions to reconsider. Motions to reconsider must be made prior to adjourning the meeting.

Travel Expenses

The policies and procedures related to the reimbursement of travel expenses for official City business by Council Members shall be in accordance with the Travel Policies of the City of San Luis, as may be amended.

Council Conduct with One Another

Councils are composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to preserve and protect the present and the future of the community. In all cases, this common goal should be acknowledged even as Council may "agree to disagree" on contentious issues.

IN PUBLIC MEETINGS

- **Practice civility and decorum in discussions and debate**

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. However, this does not allow Council Members to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments. Avoiding slanderous, threatening, abusive, or disparaging comments includes avoiding such comments about members of another's family. No shouting or any other physical actions that could be construed as threatening will be tolerated.

- **Honor the role of the Chair in maintaining order**

It is the responsibility of the Chair to keep the comments of Council Members on track during public meetings. Council Members should honor efforts by the Chair to focus discussion on current agenda items. If there is disagreement about the

agenda or the Chair's actions, those objections should be voiced politely following any applicable parliamentary procedure.

- **Avoid personal comments that could offend other Council Members**

If a Council Member is personally offended by the remarks of another Council Member, the offended Council Member should make notes of the actual words used and call for a "point of personal privilege" that challenges the other Council Member to justify or apologize for the language used. The Chair will maintain control of this discussion. To that end, all discussion in public meetings must go through the Chair.

- **Demonstrate effective problem-solving approaches**

Council Members have a public stage to show how individuals with disparate points of view can find common ground and seek a compromise that benefits the community as a whole.

IN PRIVATE ENCOUNTERS

- **Continue respectful behavior in private**

The same level of respect and consideration of differing points of view that is deemed appropriate for public discussions should be maintained in private conversations.

- **Be aware of the lack of security of written notes, voicemail messages, and e-mail**

Technology allows words written or said without much forethought to be distributed wide and far. Would you feel comfortable having this note electronically distributed to others? How would you feel if this voicemail message were played on a speakerphone in a full office? What would happen if this e-mail message were forwarded to others? Written notes, voicemail messages, and e-mail should be treated as potentially public communication.

- **Even private conversations can have a public presence**

Elected officials are always on display – their actions, mannerisms, and language are monitored by people around them that they may not know. Lunch table conversations will be eavesdropped upon, parking lot debates will be watched, and casual comments between individuals before and after public meetings noted. Remember, the open meeting law prohibits conversations of four or more council members or the "linking" together through a common source of four or more individual conversations. "Public Officials should refrain from any activities

that may undermine public confidence in the public decision-making process established in the Open Meeting Law, including actions that may appear to remove discussions and decisions from public view." (Arizona Attorney General's Office, *Arizona Agency Handbook*, Chapter 7 Open Meetings § 7.5.2, page 7-7 (2018))

- **Other City Public Officials**

The foregoing guidelines concerning "Conduct with One Another" shall be followed not only by Council Members but also by other City Public Officials.

Council Conduct with City Staff

Governance of a city relies on the cooperative efforts of elected officials, who set policy, and city staff, who implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

- **Treat all staff as professionals**

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Inappropriate behavior towards staff is not acceptable.

- **Limit contact to specific City staff**

Consequently, remember City employees are accountable to their supervisors. Tasks performed by staff that come from outside the normal chain of supervision could cause staff confusion, inadequate work product, and inefficient performance.

Questions of City staff and/or requests for additional background information shall be directed to or cleared through the City Manager, consistent with City Code § 2.15.200(B) and Resolution No. 678. Questions and/or request for additional background information, once cleared through the City Manager, may be directed to Department Heads or a Department Head's designee.

Under City Code § 2.15.200(B) and Resolution No. 678, no Council Member shall give orders or instructions to any subordinate of the City Manager (other than instructions for the purpose of inquiry) without the prior consent of the City Manager.

Requests for follow-up questions to staff should be made only through or with the consent of the City Manager. When in doubt about what staff contact is appropriate, Council Members should ask the City Manager for direction. Materials supplied to a Council Member in response to a request will be made available to all members of the Council so that all have equal access to information.

- **Do not disrupt City staff from their jobs**

Council Members should not disrupt City staff while they are in meetings, on the phone, or engrossed in performing their job functions in order to have the Council Member's individual needs met.

- **Never publicly criticize an individual employee**

Council should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's manager. Misdirected comments could violate the City's personnel rules and limit the City's ability to deal fairly and efficiently with personnel matters. Comments about staff performance should only be made to the City Manager through private correspondence or conversation.

- **Do not get involved in administrative functions**

Council Members must not attempt to influence City staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses and permits.

- **Check with City staff on correspondence before taking action**

Before sending correspondence, Council Members should check with the City Manager to see if an official City response has already been sent or is in progress.

- **Do not attend meetings with City staff unless requested by staff.**

Even if the Council Member does not say anything, the Council Member's presence implies support, shows partiality, intimidates staff, and hampers staff's ability to do their job objectively.

- **Limit request for staff support**

Routine secretarial support will be provided to all Council Members. All mail for Council Members is opened by the City Clerk.

Requests for additional staff support – even in high-priority or emergency situations – should be made to the City Manager, who is responsible for allocating City resources in order to maintain a professional, well-run City government.

- **Do not solicit political support from staff**

Council Members should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from City staff; to do so could violate the law and subject the staff member to discipline. City staff may, as private citizens with constitutional rights, support political candidates for other government entities, but all such activities must be done away from the workplace.

- **Other City Public Officials**

The foregoing guidelines concerning "Conduct with City Staff" shall be followed not only by Council Members but also by other City Public Officials.

Council Conduct with the Public

IN PUBLIC MEETINGS

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice, or disrespect should be evident on the part of individual Council Members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

- **Be welcoming to speakers and treat them with respect**

- **Be fair and equitable in allocating public hearing time to individual speakers**

Except for the applicant in a public hearing, the Mayor may impose a five-minute time limit and/or ask speakers to limit themselves to new information and points of view not already covered by previous speakers.

No speaker will be turned away unless he/she exhibits inappropriate behavior. After the close of the public hearing, no more public testimony will be accepted.

Note: Call to the public defers from a public hearing. A public hearing is required by law on certain topics on the agenda. Call to the public is not required to be on the agenda. Call to the public gives the public the opportunity to communicate suggestions, concerns, etc., to City Council. Under City Code § 2.05.440, a limit of five minutes per speaker is allowed at call to the public.

- **Active listening**

It is disconcerting to speakers to have Council Members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time or gazing around the room gives the appearance of disinterest. Be aware of facial expressions, especially those that could be interpreted as "smirking," disbelief, anger, or boredom.

- **Ask for clarification but avoid debate and argument with the public**

Only the Mayor, no individual Council Members, can interrupt a speaker during a presentation. However, a Council Member can ask the Mayor for a point of order if the speaker is off the topic or exhibiting behavior or language the Council Member finds disturbing.

If speakers become flustered or defensive by Council questions, it is the responsibility of the Mayor to calm and focus the speaker and to maintain the order and decorum of the meeting. Questions by Council Members to members of the public testifying should seek to clarify or expand information. It is never appropriate to belligerently challenge or belittle the speaker. Council members' personal opinions or inclinations about upcoming votes should not be revealed until after the public hearing is closed.

- **No personal attacks of any kind, under any circumstances**

Council Members should be aware that their body language and tone of voice, as well as the words they use, can appear to be intimidating or aggressive.

IN UNOFFICIAL SETTINGS

- **Make no promises on behalf of the Council**

Council Members will frequently be asked to explain a Council action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of City policy and to refer to City staff for further information. It is inappropriate to promise Council action overtly or implicitly, or to promise City staff will do something specific (fix a pothole, remove a library book, plant new trees, etc.), or otherwise request that staff perform any act that is illegal, or that has the appearance of illegality. When in doubt, simply say that you will call the matter to the City Manager's attention.

- **Make no personal comments about other Council Members**

It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other Council Members, their opinions, and actions.

- **Remember San Luis is a Small City**

Council Members are constantly being observed by the community every day that they serve in office. Their behaviors and comments serve as models for proper deportment in the City of San Luis. Honesty and respect for the dignity of each individual should be reflected in every word and action taken by Council Members, 24 hours a day, seven days a week. It is a serious and continuous responsibility.

- **Other City Public Officials**

The foregoing guidelines concerning "Conduct with the Public" shall be followed not only by Council Members but also by other City Public Officials.

Council Conduct with Other Public Agencies

- **Be clear about representing the City or personal interests**

If a Council Member appears before another governmental agency or organization to give a statement on an issue, the Council Member must clearly state: 1) if his or her statement reflects personal opinion or is the official stance of the City; 2) whether this is the majority or minority opinion of the Council.

Council Members should be clear about which organizations they represent and inform the Mayor and Council of their involvement in order to assure their independence and impartiality on behalf of the common good. Public Officials should not use their official positions to influence government decisions in which

they have a substantial financial interest or a relationship that may give the appearance of a conflict of interest. Public Officials should abstain from participating in deliberations and decision-making where conflicts of interest may exist, as defined under Arizona law. Public Officials should discuss issues of conflict of interest with the City Attorney.

- **Correspondence also should be equally clear about representation**
City letterhead may be used when the Council Member is representing the City and the City's official position. A copy of official correspondence should be given to the City Clerk to be filed as part of the permanent public record.

City letterhead should not be used for correspondence of Council Members representing a personal point of view and is best not used to express a dissenting point of view from an official Council position. However, should Council Members use City letterhead to express a dissenting point of view. The official City position must be stated clearly, so the reader understands the difference between the official City position and the viewpoint of the Council Member.

- **Other City Public Officials**
The foregoing guidelines concerning "Conduct with Other Public Agencies" shall be followed not only by Council Members but also by other City Public Officials.

Council Conduct With Boards and Commissions

The City has established several Boards and Commissions as a means of gathering more community input. Citizens who serve on Boards and Commissions become more involved in government and serve as advisors to the Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

- **If attending a Board or Commission meeting, be careful to only express personal opinions**
Council Members may attend any Board or Commission meeting, which are always open to any member of the public. However, they should be sensitive to the way their participation - especially if it is on behalf of an individual, business, or developer – could be viewed as unfairly affecting the process. Any public comments by a Council Member at a Board or Commission meeting should be

clearly made as individual opinion and not a representation of the feelings of the entire City Council.

- **Limit contact with Board and Commission members to questions of clarification**

It is inappropriate for a Council member to contact a Board or Commission member to lobby on behalf of an individual, business, or developer. It is acceptable for Council Members to contact Board or Commission members in order to clarify a position taken by the Board or Commission.

- **Remember that Boards and Commissions serve the community, not individual Council Members**

The City Council appoints individuals to serve on Boards and Commissions, and it is the responsibility of Boards and Commissions to follow policy established by the Council. But Board and Commission members do not report to individual Council Members, nor should Council Members feel they have the power or right to threaten Board and Commission members with removal if they disagree about an issue. Appointment and re-appointment to a Board or Commission should be based on such criteria as expertise, ability to work with staff and the public, and commitment to fulfilling official duties. A Board or Commission appointment should not be used as a political "reward."

- **Be respectful of diverse opinions**

A primary role of Boards and Commissions is to represent many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. Council Members may have a closer working relationship with some individuals serving on Boards and Commissions but must be fair and respectful of all citizens serving on Boards and Commissions.

- **Keep political support away from public forums**

Board and Commission members may offer political support to a Council member but not in a public forum while conducting official duties. Conversely, Council Members may support Board and Commission members who are running for office, but not in an official forum in their capacity as a City Council Member.

- **Inappropriate behavior can lead to removal**

Inappropriate behavior by a Board or Commission member should be noted to the Mayor, and the Mayor should counsel the offending member. If inappropriate

behavior continues, the Mayor should bring the situation to the attention of the Council.

Council Conduct with the Media

Council Members are frequently contacted by the media for background and quotes.

- **The best advice for dealing with the media is to never go "off the record"**

Most members of the media represent the highest levels of journalistic integrity and ethics and can be trusted to keep their word. But one bad experience can be catastrophic. Words that are not said cannot be quoted.

- **The Mayor is the official spokesperson for the City.**

The Mayor is the designated representative of the Council to present and speak on the official City position. If an individual Council Member is contacted by the media, the Council Member should be clear about whether their comments represent the official City position or a personal viewpoint.

- **Choose words carefully and cautiously**

Comments taken out of context can cause problems. Council members have, in the past, found themselves witnesses in litigation simply because they gave interviews to the press. Statements in the press have been used as the basis for claims against the City. Be especially cautious about humor, sarcasm, word play, or sardonic asides. It is never appropriate to use personal slurs or swear words when talking with the media.

- **Other City Public Officials**

The foregoing guidelines concerning "Conduct with the Media" shall be followed not only by Council Members but also by other City Public Officials.

Enforcement of the Ethics Policy

A. COMPLAINTS

1. Public Officials themselves have the primary responsibility to assure compliance with this Code of Conduct.
2. The Chairs of commissions, boards, and committees and the Mayor have the additional responsibility to intervene when actions of the Public Officials appear to be in violation of this Code of Conduct.
3. If the Mayor or the Chair of the applicable board, commission, or committee fails to intervene, two members of Council, board, or commission may request the Mayor or the Chair of the applicable public body to intervene. If the complaint arises out of actions or inactions of the Mayor or the Chair, the matter shall be directed to the Vice-Mayor or Vice-Chair. If the Mayor, Chair, Vice-Mayor, or Vice-Chair fails to intervene, then the matter shall be referred to the City Attorney.
4. The City Attorney shall review the complaint and shall simultaneously notify in writing the City official subject to the complaint of such review.
5. Within 30 days, the City Attorney shall submit the results of his or her review to the complainant, to the official who is the subject of the complaint, and to the Mayor or Chair of the public body on which the official who is the subject of the complaint sits. If the matter cannot be resolved within ten days, the matter shall be referred to the City Council. The City Council shall consider the City Attorney's report at a public meeting. If the City Council finds an ethical violation by a person serving on a commission, board, or committee, then the City Council may remove the member from the City board, commission, or committee. In resolving a complaint, the totality of the circumstances shall be taken into consideration, including the intent of the person accused of the wrongdoing.
6. In addition, the City Council may impose sanctions on Public

Officials whose conduct does not comply with this Code of Conduct, such as reprimand, censure, loss of seniority or committee assignment, or official travel restrictions.

B. RESOLVING COMPLAINTS AGAINST THE MAYOR AND/OR OTHER MEMBERS OF THE CITY COUNCIL.

1. When complaints are levied against the Mayor or members of the City Council, the City Attorney shall have the authority to decide either to (a) act directly on any complaint filed against the Mayor and/or other members of the City Council pursuant to subparagraph A above, or (b) refer a complaint to an independent reviewing authority such as a city attorney from another jurisdiction or an attorney from the office of the county attorney.

Sanctions

- **Public Disruption**

Members of the public who do not follow proper conduct after a warning in a public hearing may be barred from further testimony at that meeting or removed from the Council Chambers.

- **Inappropriate Staff Behavior**

Council Members should refer to the City Manager any City staff that does not follow proper conduct in their dealings with Council Members, other City staff, or the public. These employees may be disciplined in accordance with standard City procedures for such actions.

- **Council Members Behavior and Conduct**

In addition to sanctions imposed pursuant to the paragraphs above, City Council Members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council, lose seniority or committee assignments (both within the City of San Luis or with inter-government agencies) or have official travel restricted.

Principles of Proper Conduct

Proper conduct IS . . .

- Keeping promises
- Being dependable
- Building a solid reputation
- Participating and being available
- Demonstrating patience
- Showing empathy
- Holding onto ethical principles under stress
- Listening attentively
- Studying thoroughly
- Keeping integrity intact
- Overcoming discouragement
- Going above and beyond, time and time again
- Modeling a professional manner

Proper conduct IS NOT . . .

- Showing antagonism or hostility
- Deliberately lying or misleading
- Speaking recklessly
- Spreading rumors
- Stirring up bad feelings, divisiveness
- Acting in a self-righteous manner

It all comes down to respect

Respect for one another as individuals . . . respect for the validity of different opinions . . . respect for the democratic process . . . respect for the community that we serve.

Checklist for Monitoring Conduct

- Will my decision/statement/action violate the trust, rights, or goodwill of others?
- What are my interior motives and the spirit behind my actions?
- If I have to justify my conduct in public tomorrow, will I do so with pride or shame?
- How would my conduct be evaluated by people whose integrity and character I respect?
- Even if my conduct is not illegal or unethical, is it done at someone else's painful expense? Will it destroy their trust in me? Will it harm their reputation?
- Is my conduct fair? Just? Morally right?
- If I were on the receiving end of my conduct, would I approve and agree, or would I take offense?
- Does my conduct give others reason to trust or distrust me?
- Am I willing to take an ethical stand when it is called for? Am I willing to make my ethical beliefs public in a way that makes it clear what I stand for?
- Do I exhibit the same conduct in my private life as I do in my public life?
- Can I take legitimate pride in the way I conduct myself and the example I set?
- Do I listen and understand the views of others?
- Do I question and confront different points of view in a constructive manner?

- Do I work to resolve differences and come to a mutual agreement?
 - Do I support others and show respect for their ideas?
 - Will my conduct cause public embarrassment to someone else?
-

Glossary of Terms

Appropriate behavior

It is the City's policy to provide its employees and members of the public with an environment that encourages safe, efficient, and productive work and which is free of discrimination, including all forms of harassment. The City will not tolerate discrimination or verbal or physical conduct by any person who harasses, disrupts, or interferes with another person's work performance or who creates an intimidating, offensive, or hostile environment.

attitude	The manner in which one shows one's dispositions, opinions, and feelings
behavior	External appearance or action; manner of behaving; carriage of oneself
civility	Politeness, consideration, courtesy
conduct	The way one acts, personal behavior
courtesy	Politeness connected with kindness
decorum	Suitable; proper; good taste in behavior
manners	A way of acting; a style, method, or form; the way in which things are done
point of order	An interruption of a meeting to question whether rules or bylaws are being broken, such as the speaker has strayed from the motion currently under consideration
point of personal privilege	A challenge to a speaker to defend or apologize for comments that a fellow Council Member considers offensive
propriety	Conforming to acceptable standards of behavior
protocol	The courtesies that are established as proper and correct
respect	The act of noticing with attention; holding in esteem; courteous regard



AGENDA ITEM REVIEW FORM

Special City Council Meeting

6. F.

Meeting Date: 12/28/2022

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion
Ordinance

ITEM:

Discussion and possible action on any and all matters regarding Ordinance No. 432. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending Section 2.05.400 of the City Code to change the start time of Regular Council Meetings to 6:00 p.m. **(Ralph Velez, Interim City Manager)**

- A. Action on Ordinance No. 432 to read by title only
(City Clerk to read Ordinance No. 432 by title only)
- B. Action on Ordinance No. 432

SUMMARY:

This item was continued from the December 7, 2022, Special Council Meeting. The ordinance changes the start time of the City Council's Regular meetings from 7:00 p.m. to 6:00 p.m. It leaves in place that the meetings are on the second and fourth Wednesdays of the month. The current City Code says that if the regular meeting falls on a holiday, there will be a meeting the next day that is not a holiday. Ordinance 432 gives more flexibility for setting the meeting by allowing the Mayor (or the Vice Mayor in the Mayor's absence) to schedule the date.

Ordinances take effect 30 days after the passage, which from December 28, 2022, would take effect in time for the regular meeting on February 8, 2023.

RECOMMENDATION / SUGGESTED MOTION:

A. I MOVE TO APPROVE THE READING ORDINANCE NO. 432 BY TITLE ONLY.
(City Clerk to read Ordinance No. 433 by title only)

B. I MOVE TO APPROVE AND ADOPT ORDINANCE NO. 432.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	No
CITY/STATE/FEDERAL FUNDS:	N/A
TOTAL:	N/A
BUDGETED AMOUNT:	N/A
AVAILABLE AMOUNT TO TRANSFER:	N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	N/A

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

Ordinance 432 has no fiscal impact.

Attachments

Ordinance 432



Ordinance

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 432

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING SECTION 2.05.400 OF THE CITY CODE TO CHANGE THE START TIME OF REGULAR COUNCIL MEETINGS TO 6:00 P.M.; REPEALING ANY CONFLICTING ORDINANCES; AND PROVIDING FOR SEVERABILITY.

BE IT ORDAINED by the Mayor and City Council of the City of San Luis, Arizona:

Section 1: Section 2.05.400 of the San Luis City Code is amended to read:

The Council shall hold regular meetings on the second and fourth Wednesday of each month at 6:00 p.m. If the day fixed for a regular meeting of the Council falls upon a day designated by law as a legal holiday, then the Mayor (or the Vice Mayor in the Mayor's absence) shall set a date for the meeting that is not a legal holiday. All regular meetings of the Council shall be held in Council Chambers at City Hall.

Section 2: In the event of a conflict between the provisions of this ordinance and any other ordinance, order, resolution, regulation, or policy, the conflicting provisions are repealed, superseded, and replaced, and the provisions of this ordinance shall govern.

Section 3: If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction or operation of legislation, such decision or legislation shall not affect the validity of the remaining portions of this ordinance.

[Intentionally left blank, signature page follows.]

PASSED, ADOPTED, and APPROVED by the Mayor and City Council of the City of San Luis, Yuma County, Arizona, this ____ day of December 2022.

Nieves Riedel, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney



AGENDA ITEM REVIEW FORM

Special City Council Meeting

6. G.

Meeting Date: 12/28/2022

Department Head: Kay Macuil, City Attorney, Attorney's Office

Submitted By: Kay Macuil, City Attorney, Attorney's Office

Action Requested: Motion
Ordinance

ITEM:

Discussion and possible action on any and all matters regarding Ordinance No. 433. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending City Code § 10.15.235, titled, Parking in Alleys; continuing the penalty for violations under City Code § 10.15.990; repealing any conflicting provisions and providing for severability. **(Miguel Alvarez, Police Lieutenant)**

- A. Action on Ordinance No. 433 to read by title only
(City Clerk to Read Ordinance No. 433 by title only)
- B. Action on Ordinance No. 433

SUMMARY:

It is important that the City Code is clear as to what is allowed and what is not allowed in alleys. The city's fire trucks do not have proper access in an emergency to alleys if vehicles are parked there and the city's solid waste collection trucks cannot pick up and empty trash containers in alleys where vehicles are parked. Ordinance No. 433 Changes City Cod § 10.15.235 regarding parking in alleys in three ways.

(1) To accommodate modern solid waste collection trucks and fire engines, the ordinance gives eighteen (18) feet clearance rather than ten (10) feet clearance.

(2) The prohibition on blocking driveways is in a separate subsection for clarity and ease of enforcement.

(3) Finally, there has been confusion about the meaning of loading and unloading in alleys. Simply adding the word "briefly" and removing the distinction for commercial vehicles fixes the ambiguity. So Ordinance No. 433 states:

"No person shall stop, stand, or park a vehicle within an alley except for the purpose of **briefly** loading and unloading (including, but not limited to, assisting a disabled person in getting in or out of a vehicle) and then not for a period longer than is actually necessary to load or unload."
[Emphasis added here for clarity.]

Currently, the City Code makes it clear that the vehicle cannot be unattended during this brief period. It states:

"No person shall leave a vehicle unattended during loading and unloading as described in the above subsection."

RECOMMENDATION / SUGGESTED MOTION:

A. I MOVE TO APPROVE THE READING ORDINANCE NO. 433 BY TITLE ONLY.

(City Clerk to read Ordinance No. 433 by title only)

B. I MOVE TO APPROVE AND ADOPT ORDINANCE NO. 433.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: No.

CITY/STATE/FEDERAL FUNDS: N/A

TOTAL: N/A

BUDGETED AMOUNT: N/A

AVAILABLE AMOUNT TO TRANSFER: N/A

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

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

There are no discernable additional costs to operations. This ordinance merely amends the City Code to clarify the meaning.

Attachments

Ordinance No. 433

Current City Code on Alley Parking



Ordinance

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

No. 433

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING CITY CODE § 10.15.235, TITLED, PARKING IN ALLEYS; CONTINUING THE PENALTY FOR VIOLATIONS UNDER CITY CODE § 10.15.990; REPEALING ANY CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.

WHEREAS, many alleys in the City of San Luis are narrow and the city's fire engines and solid waste collection trucks need at least eighteen feet (18') right-of-way width to maneuver; and

WHEREAS, if parked vehicles in alleys reduce the width to less than eighteen (18') the city's fire engines will not have access in an emergency; and

WHEREAS, the city's solid waste collection trucks cannot pick up and empty trash containers in alleys where parked vehicles obstruct entry causing delayed service due to the need for manual pick-up.

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

Section 1: Section 10.15.235 of the San Luis City Code shall be amended and restated to read:

(A) No person shall park a vehicle within an alley in a manner or under conditions leaving available less than 18 feet of the width of the roadway for the free movement of vehicular traffic.

(B) No person shall stop, stand, or park a vehicle within an alley in a position that blocks the driveway entrance to any property abutting the alley.

(C) No person shall stop, stand, or park a vehicle within an alley where official traffic signs prohibit it, or traffic laws otherwise prohibit it.

(D) No person shall stop, stand, or park a vehicle within an alley except for the purpose

of briefly loading and unloading (including, but not limited to, assisting a disabled person in getting in or out of a vehicle) and then not for a period longer than is actually necessary to load or unload.

(E) No person shall leave a vehicle unattended during loading and unloading as described in the above subsection.

Section 2: This ordinance is penalized as a civil traffic violation under San Luis City Code § 10.15.990.

Section 3: If a conflict between the provisions of this ordinance and any other ordinance, city code, resolution, order, regulation, or policy of the City of San Luis, the conflicting provisions are repealed, superseded, and replaced, and the provisions of this ordinance shall govern effective as of the effective date of this ordinance.

Section 4: If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

PASSED, ADOPTED, and APPROVED by the Mayor and City Council of the City of San Luis, Yuma County, Arizona, this ____ day of January 2023.

§ 10.15.990

The City Clerk, Yuma County, Arizona

ATTEST:

of the City of San Luis, Arizona

Sonia Cornelio, City Clerk

City of San Luis, Arizona

Nieves Riedel, Mayor

APPROVED AS TO FORM:

Kay Marion Macuil, City Attorney

10.15.235 Parking in alleys.

(A) No person shall park a vehicle within an alley in a manner or under conditions as to leave available less than ten feet of the width of the roadway for the free movement of vehicular traffic, and no person shall stop, stand or park a vehicle within an alley in a position as to block the driveway entrance to any abutting property.

(B) No person shall park any vehicle in any alley, except commercial cars, trucks or wagons for the purpose of loading and unloading, then not for a period longer than is actually necessary to load or unload. Vehicles displaying state disabled parking identifying insignia may stand or park in an alley while loading or unloading persons for a period not to exceed five minutes.

(C) At no time shall a vehicle parked in an alley be left unattended during the time of loading and unloading. (Ord. 189 § 1, passed 8-11-2004. Code 1982 § 10-3-8. Code 2012 § 72.27.)

The San Luis City Code is current through Ordinance 426, passed June 8, 2022.

Disclaimer: The City Clerk's Office has the official version of the San Luis City Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

[City Website: www.sanluisaz.gov](http://www.sanluisaz.gov)

[Code Publishing Company](#)