NOTICE OF REGULAR COUNCIL MEETING

In accordance with § 38-431.02 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Members of City Council and to the general public that the Mayor and Council of the City of San Luis, Arizona will hold a Regular City Council meeting at 6:00 p.m., Wednesday, June 12, 2024. 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 REGULAR

De acuerdo con los Estatutos del Estado de Arizona A.R.S. § 38-431.02, se le informa a los miembros del Cabildo y al público en general que el Alcalde y el Cabildo, tendrán una Junta Regular a las 6:00 p.m., el día Miercoles, 12 de Junio del 2024. 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, Actuaria de la Ciudad

AMENDED AGENDA 6/11/2024

AGENDA
Regular Meeting
San Luis City Council
Council Chambers
1090 E. Union Street
San Luis, AZ 85349
June 12, 2024
6:00 p.m.

PLEASE TAKE NOTICE THAT MEMBERS OF THE CITY COUNCIL WILL ATTEND EITHER IN PERSON, TELEPHONE, OR VIDEO CONFERENCE COMMUNICATION. THE MAYOR OR ACTING MAYOR FOR THIS MEETING MAY CHANGE THE ORDER OF THE ITEMS; IF AUTHORIZED BY LAW AND BY A MAJORITY VOTE OF A QUORUM OF CITY COUNCIL MEMBERS PRESENT, AN EXECUTIVE SESSION WILL BE HELD IMMEDIATELY FOLLOWING THE VOTE IN ACCORDANCE WITH A.R.S. § 38-431.03(A) AND THE MEETING WILL BE TEMPORARILY RECESSED WHILE THE CITY COUNCIL RETIRES TO EXECUTIVE SESSION WHICH WILL NOT BE OPEN TO THE PUBLIC.

TENGA EN CUENTA QUE LOS MIEMBROS DEL CABILDO DE LA CIUDAD ASISTIRÁN EN PERSONA, TELÉFONO O COMUNICACIÓN POR VIDEO CONFERENCIA. LA ALCALDESA O ALCALDE INTERINO DE ESTA REUNIÓN PUEDE CAMBIAR EL ORDEN DE LOS TEMAS; SI ESTÁ AUTORIZADO POR LA LEY Y POR MAYORÍA DE VOTOS DE UN QUÓRUM DE MIEMBROS DEL CABILDO PRESENTES, SE LLEVARÁ A CABO UNA SESIÓN EJECUTIVA INMEDIATAMENTE DESPUÉS DE LA VOTACIÓN DE ACUERDO CON LOS ESTATUTOS DEL ESTADO DE ARIZONA A.R.S. § 38-431.03 (A) Y LA REUNIÓN SERÁ TEMPORALMENTE RECESADA MIENTRAS EL CABILDO DE LA CIUDAD SE RETIRE A UNA SESIÓN EJECUTIVA QUE NO ESTARÁ ABIERTA AL PÚBLICO.

1. **CALL TO ORDER/ROLL CALL**

2. **PLEDGE OF ALLEGIANCE**

3. **INVOCATION**

4. **PROCLAMATIONS**

4. A. Elder Abuse Awareness Day June 15, 2024

4. B. Waste and Recycling Workers Week June 16-22, 2024

4. C. Juneteenth Day June 19, 2024

4. D. LGBTQ Pride Month June 2024

4. E. Men's Health Month June 2024

4. F. National Homeownership Month June 2024

4. G. Post Traumatic Stress Disorder Month June 2024

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**
- Regular Council meeting held May 8, 2024

5. B. **DISBURSEMENTS FROM MAY 16, 2024 TO JUNE 5, 2024**
Total $3,266,431.70
(Three Million, Two Hundred Sixty-Six Thousand, Four Hundred Thirty-One Dollars and Seventy Cents)

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

6. A. Discussion and possible action on any and all matters regarding the acceptance and approval of the Tentative Budget for Fiscal Year 2024-2025. **(Roula Encinas, Acting Director of Finance)**

6. B. Discussion and possible action on any and all matters regarding the Mayor and Council of the City of San Luis, Arizona approving a contract with Gadsden Elementary School District for its Marching Band's trip to London to perform in the 2025 New Year's Day Parade. **(Olivia Jenkins, Operations Coordinator)**

6. C. Discussion and possible action on any and all matters regarding the approval of the statutory partnership between Campesinos Sin Fronteras and the City of San Luis. **(Armando Esparza, Director of Economic Development)**

6. D. Discussion and possible action on any and all matters regarding the engagement of engineering services from PACE Advance Water Engineering, for the design of the West Wastewater Treatment Plant Expansion. **(Eulogio Vera, Director of Public Works)**

6. E. Discussion and possible action on any and all matters regarding the acceptance and award of a construction contract to MGC Contractors, Inc. for the construction of the Well Site 5 - New Manganese Treatment Unit Project. **(Jorge Perez, Assistant Director of Public Works)**

6. F. Discussion and possible action on any and all matters regarding the purchase of water line pipes, valves, and fittings for the utility improvements for Cesar Chavez Boulevard Project. **(Jorge Perez, Assistant Director of Public Works)**

6. G. Public Hearing followed by discussion and possible action on any and all matters regarding Rezoning Case No. 2024-0127- KNAM Townhomes and Ordinance No. 450. An Ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the Official Zoning Map of the City of San Luis by changing the zoning classification of 0.44 acres from Community Commercial (C-2) to Medium-High Density Residential (R-2) on property located at 1185 N Hidalgo Avenue; repealing any conflicting provisions; and providing for severability. **(Jose A. Guzman, Director of Development Services)**

A. Open Public Hearing
   1. Staff presentation
   2. Call to the Public on this item
B. Close Public Hearing
C. Action on Ordinance No. 450 by title only
D. Action on Ordinance No. 450

6. H. Discussion and possible action on any and all matters regarding results of the Base Compensation Study. **(Adela Cortez, Director of Human Resources & Kay Tilzer, Vice President for Public Sector Personnel Consultants)**

6. I. Discussion and possible action on any and all matters regarding Resolution No. 2316. A resolution of the Mayor and City Council of the City of San Luis, Arizona, amending the 2023-2024 Classification and Salary Structures to create six (6) new classifications and change/amend four (4) classifications; superseding any conflicting provisions of existing regulations, policies, or procedures; providing for severability. **(Adela Cortez, Director of Human Resources)**

6. J. Discussion and possible action on any and all matters regarding Ordinance No. 451. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the city code to establish a fee category for those who make a public records request to obtain law enforcement video recordings. **(Nigel Reynoso, Chief of Police)**

A. Action on the reading of Ordinance No. 451 by title only
B. Action on Ordinance No. 451

6. K. Public hearing followed by discussion and possible action on any and all matters regarding Resolution No. 2317. A resolution of the Mayor and City Council of the City of San Luis, Arizona, restating, amending, and appending the public records request fee schedule to add fees for law enforcement video recordings (including body cam recordings); repealing conflicting provisions; providing for severability; and declaring an emergency. **(Nigel Reynoso, Chief of Police)**

A. Open Public Hearing
  1. Staff Presentation
  2. Call to the Public on this item
B. Close the Public Hearing
C. Action on Resolution No. 2317

(6 votes in favor are required in order to pass immediately as an emergency measure per A.R.S. § 19-142)

6. L. Discussion and possible action on any and all matters regarding Resolution No. 2318. A resolution of the Mayor and City Council of the City of San Luis, Arizona, initiating procedures for an Alternative Expenditure Limitation (also known as the Home Rule Option) by adopting a notice of public hearings, establishing a deadline for submission of pro and con statements for the November 5, 2024, General Election ballot; and declaring an emergency. **(Sonia Cornelio, City Clerk)**

(6 votes in favor are required in order to pass immediately as an emergency measure per A.R.S. § 19-142)

7. SUMMARY OF CURRENT EVENTS

Events by Mayor, Council Members and/or City Manager pursuant to A.R.S. § 38-431.02 (K).

8. 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.

9. ADJOURNMENT

PROCLAMATION

Regular City Council Meeting **4. A.**

Meeting Date: 06/12/2024

Title:

Elder Abuse Awareness Day June 15, 2024

Attachments

Proclamation

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Proclamation

ELDER ABUSE AWARENESS DAY

June 15, 2024

WHEREAS, older adults deserve to be treated with respect and dignity to enable them to serve as leaders, mentors, volunteers and vital participating members of our communities; and

WHEREAS, the Mayor's Office, along with the City Council and Western Arizona Council of Governments Area Agency on Aging recognize the importance of taking action to raise awareness, prevent and address elder abuse; and

WHEREAS, as our population lives longer, we are presented with an opportunity to think about our collective needs and future as a city and ageism and social isolation are major causes of elder abuse in the United States and recognizing that it is up to all of us, to ensure that proper social structures exist so people can retain community and societal connections, reducing the likelihood of abuse; and

WHEREAS, preventing abuse of older adults through maintaining and improving social supports like senior centers, human services and transportation will allow everyone to continue to live as independently as possible and contribute to the life and vibrancy of our communities; and

WHEREAS, where there is justice there can be no abuse; therefore, the Mayor's Office and members of the City Council along with Western Arizona Council of Governments Area Agency on Aging, urge all people to restore justice by honoring older adults. Join us in our engaging and empowering movement and put an end to abuse.

NOW, THEREFORE, BE IT RESOLVED, that, I, Nieves Riedel, Mayor of the City of San Luis, do hereby proclaim June 15th, 2024 as **"Elder Abuse Awareness Day"** and encourage all of our citizens to recognize and celebrate older adults and their ongoing contributions to the success and liveliness of our community.

DATED this **12th** day of **June 2024**.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

PROCLAMATION

Regular City Council Meeting **4. B.**

Meeting Date: 06/12/2024

Title:

Waste and Recycling Workers Week June 16-22, 2024

Attachments

Proclamation

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Proclamation

WASTE AND RECYCLING WORKERS WEEK

June 16 - 22, 2024

WHEREAS, the citizens of San Luis recognize the often thankless job of waste and recycling workers; and

WHEREAS, John Arwood, second-generation owner of Arwood Site Services, began the annual observance of National Garbage Man Day on June 17, 2012, which was renamed to Waste and Recycling Workers Week in 2020; and

WHEREAS, the people employed by local refuse collection and hauling companies contracted by the City of San Luis make significant contributions to the safety, health, and welfare of our citizens; and

WHEREAS, according to the Centers for Disease Control and Prevention, the eradication of many diseases in the Western World is due in large part to higher public sanitation standards resulting from effective garbage disposal; and

WHEREAS, the City of San Luis values and celebrates our local sanitation industry employees for their commitment to our residents and businesses in keeping our neighborhoods and streets safe and clean.

NOW, THEREFORE, BE IT RESOLVED, that, I, Nieves Riedel, Mayor of the City of San Luis, do hereby proclaim June 16-22, 2024, as **"Waste and Recycling Workers Week"** and invite everyone to recognize and celebrate men and women in the waste and recycling industry as front line responders.

DATED this **12th** day of **June 2024**.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

PROCLAMATION

Regular City Council Meeting **4. C.**

Meeting Date: 06/12/2024

Title:

Juneteenth Day June 19, 2024

Attachments

Proclamation

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Proclamation

JUNETEENTH DAY
June 19, 2024

WHEREAS, the Civil War was fought to ensure that America's founding principles of freedom and justice for all was shared by all Americans; and

WHEREAS, on January 1, 1863, President Abraham Lincoln signed the Emancipation Proclamation which granted freedom to all enslaved, although freedom did not become a reality for the enslaved people of Texas; and

WHEREAS, on June 19, 1865, Major General Gordon Granger led Union soldiers into Galveston, Texas, to enforce the Emancipation Proclamation and freed all remaining enslaved people in the state of Texas; and

WHEREAS, Juneteenth is the oldest celebration of the ending of slavery in the United States of America and is also known as Emancipation Day, Freedom Day, Jubilee Day, and Juneteenth Independence Day; and

WHEREAS, on March 17, 2016, Governor Doug Ducey signed HB2226, sponsored by Representative Reginald Bolding, recognizing June 19 as Juneteenth Day in Arizona, making Arizona the 45th State to recognize Juneteenth as a state holiday or special day of observance; and

WHEREAS, Juneteenth celebrations take place annually throughout Arizona and the nation, consisting of readings of the Emancipation Proclamation, prayer and worship services, cultural performances, community service events, ceremonial observances, food, and more.

NOW, THEREFORE, BE IT RESOLVED, that, I, Nieves Riedel, Mayor of the City of San Luis, do hereby proclaim June 19, 2024 as **"Juneteenth Day"** and encourage all San Luis residents to reflect upon the value of freedom and join in Juneteenth celebrations across Arizona.

DATED this **12th** day of **June 2024**.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

PROCLAMATION

Regular City Council Meeting **4. D.**

Meeting Date: 06/12/2024

Title:

LGBTQ Pride Month June 2024

Attachments

Proclamation

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Proclamation

LGBTQ PRIDE MONTH
June 2024

WHEREAS, San Luis is an exceptional place to live, work, play and is a welcoming place built on the principles of equality, diversity and inclusion. We take pride in being a city where every individual can be themselves without fear of discrimination or violence; and

WHEREAS, San Luis' Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) community members and organizations are a vital piece of our city. Each person who calls San Luis home knows that although they may come from different backgrounds, they are accepted for who they are; and

WHEREAS, San Luis aspires to value all residents in an equitable manner, regardless of sexual orientation or gender identity. It is critical we continue working vigorously to ensure that all San Luis residents know that no matter how they identify, everyone is welcome; and

WHEREAS, this June, we celebrate LGBTQ Pride Month. This month we reflect on the work needed to increase awareness and establish support for our LGBTQ friends, family, neighbors and organizations. We have an opportunity to act and engage in dialogue to strengthen alliances, all while building acceptance for the advancement of equal rights. Together we will create a city that works for everyone.

NOW, THEREFORE, BE IT RESOLVED, that, I, Nieves Riedel, Mayor of the City of San Luis, do hereby proclaim June 2024 as **"LGBTQ Pride Month"** and urge all San Luis residents to join in celebrating this important month around our city.

DATED this **12th** day of **June 2024**.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

PROCLAMATION

Regular City Council Meeting **4. E.**

Meeting Date: 06/12/2024

Title:

Men's Health Month June 2024

Attachments

Proclamation

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Proclamation

MEN'S HEALTH MONTH
June 2024

WHEREAS, Men's Health Month is an opportunity to educate and focuses on a broad range of men's health issues, including prostate, testicular and colon cancer, heart disease, mental health, sexual and reproductive health, diabetes and substance abuse; and

WHEREAS, despite advances in medical technology and research, men continue to live an average of five years less than women with, Native American and African-American men having the lowest life expectancy; and

WHEREAS, educating the public and health care providers about the importance of a healthy lifestyle and early detection of male health problems will result in reducing rates of mortality from certain diseases; and

WHEREAS, men who are educated about the value of preventive health will be more likely to participate in health screenings, decreased high-risk behaviors and lead healthier and prolonged lives; and

WHEREAS, heightening the awareness of preventable health problems and increasing early detection and treatment of disease would significantly improve our nation's health; and

WHEREAS, the citizens of San Luis are encouraged to increase awareness of the importance of a healthy lifestyle, regular exercise and medical check-ups.

NOW, THEREFORE BE IT RESOLVED, that, I, Nieves Riedel, Mayor of the City of San Luis, do hereby proclaim the month of June 2024 as **"Men's Health Month"** in the City of San Luis and encourage all our residents to pursue preventative health practices and early detection efforts.

DATED this **12th** day of **June 2024**.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

PROCLAMATION

Regular City Council Meeting **4. F.**

Meeting Date: 06/12/2024

Title:

National Homeownership Month June 2024

Attachments

Proclamation

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Proclamation

NATIONAL HOMEOWNERSHIP MONTH

June 2024

WHEREAS, for many Americans, a home is more than just a residence; it is a place that instills a sense of pride, security, and comfort that, no matter what challenges in life arise, they have somewhere to go and call their own; and

WHEREAS, most Americans had no way of really owning a home in the 1800s. Mortgages became common only after the U.S. banking system came into being after the 1860s National Bank Acts; and

WHEREAS, every American should be able to afford to rent or own a home of their own. Yet across the country, the price of housing - both for renters and homebuyers - is increasing, making it harder for people to find an affordable home; and

WHEREAS, today, across America, there is a historic number of affordable, multifamily units currently under construction; and

WHEREAS, the Fair Housing Act bans discrimination against renters or potential buyers on the basis of race, but studies show that many Americans are still denied equal treatment in the housing market.; and

WHEREAS, National Homeownership Week began in 1995, which was a strategy of the administration under President Bill Clinton to increase homeownership across America and later, in 2002, President George W. Bush expanded the period of observance from a week to the entire month of June; and

WHEREAS, Homeownership Month reinforces the belief that owning a home is one of the steps towards achieving the American dream

NOW, THEREFORE, BE IT RESOLVED, that, I, Nieves Riedel, Mayor of the City of San Luis, do hereby proclaim June 2024 as **"National Homeownership Month"** and encourage all San Luis residents to safeguard the American Dream by ensuring that everyone has access to an affordable home in a community of their choice.

DATED this **12th** day of **June 2024**.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

PROCLAMATION

Regular City Council Meeting **4. G.**

Meeting Date: 06/12/2024

Title:

Post Traumatic Stress Disorder Month June 2024

Attachments

Proclamation

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Proclamation

POST TRAUMATIC STRESS DISORDER MONTH

June 2024

WHEREAS, Post Traumatic Stress Disorder (PTSD) can occur after a person experiences trauma including, but not limited to the stress of combat, rape, sexual assault, child abuse, bombings, accidents and natural disasters and affects approximately 8 million people in the United States annually; and

WHEREAS, PTSD is associated with chemical changes in the body's hormonal system and autonomic nervous system and is characterized by symptoms including flashbacks, nightmares, insomnia, avoidance, hypervigilance, anxiety and depression; and

WHEREAS, the brave men and women of the United States Armed Forces, who proudly serve the nation and risk their lives to protect our freedom, deserve the investment of every possible resource to ensure their lasting physical, mental and emotional well-being; and

WHEREAS, combat-related PTSD stress among our men and women in the Armed Forces is significantly pronounced, given that they are often exposed to highly traumatic events for weeks, months and even years; and

WHEREAS, approximately 6 out of every 100 people in the U.S. will develop PTSD at some time; and

WHEREAS, despite its treatability, many cases of PTSD remain undiagnosed and untreated due to a lack of awareness of this condition and the persistent stigma associated with mental health conditions; and

WHEREAS, raising awareness of this condition is necessary to remove the stigma and to encourage those suffering to seek proper and timely treatment that may save their lives; and

WHEREAS, all citizens suffering from PTSD deserve our consideration, and those who are affected by PTSD from wounds received while protecting our freedom, deserve our respect and special honor.

NOW, THEREFORE, BE IT RESOLVED, that, I, Nieves Riedel, Mayor of the City of San Luis, do hereby proclaim June 2024 as **"Post Traumatic Stress Disorder Month"** and encourage all of our citizens to recognize and celebrate older adults and their ongoing contributions to the success and liveliness of our community.

DATED this **12th** day of **June 2024**.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **5. A.**

Meeting Date: 06/12/2024

Summary

MINUTES OF

- Regular Council meeting held May 8, 2024

Attachments

RCM 5-8-24

M I N U T E S
Regular Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
May 8, 2024
6:00 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Nieves Riedel called the Regular City Council meeting to order at approximately 6:00 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 Javier Vargas

ABSENT: Vice Mayor Gloria Torres
Council Member Matias Rosales

OTHERS PRESENT: Jenny Torres, Acting City Manager
Kay Macuil, City Attorney
Sonia Cornelio, City Clerk
Adela Cortez, Director of Human Resources
Adriana Garcia, Human Resource Manager
Antonio Maldonado, Video Production Specialist
Candy Lara, Records Management Specialist
Domingo Sosa, Graphics and Media Specialist
Edgar Esparza, Billing & Collections Manager
Francia Alonso, Public Information Officer
Jorge Perez, Assistant Director of Public Works
Josue Cerda, IT Specialist
Manuel Hernandez, Assistant Director of Public Works
Melissa Lopez, Deputy City Clerk
Miguel Ramirez, Finance Accounting Manager
Roula Encinas, Acting Director of Finance
Albert Leon, Resident
Buna George, Greater Yuma Port Authority
Cecilia Carpenter, Developer
Cristian Cuevas, Simultaneous Translator
Esteban Rosales, Resident
Fabher Sanchez, Resident
Gilberto Zarate, Resident
Greg LaVann, Greater Yuma Economic Development Corp
James Allen Jr., Resident
Jarmy Rodriguez, Resident

Jorge Villicaña, Resident
Lizeth Servin, Resident
Mark Concha, Resident

2. PLEDGE OF ALLEGIANCE

Council Member Javier Vargas led the Pledge of Allegiance.

3. INVOCATION

Mr. Nigel Reynoso – Chief of Police of San Luis Police Department led the invocation.

4. PROCLAMATIONS/PRESENTATION

4. A. Proclamation - National Peace Officers Memorial Day May 15, 2024 and National Police Week May 15-21, 2024
4. B. Proclamation - National Public Works Week May 19 to 25, 2024

Mrs. Sonia Cornelio, City Clerk, read the proclamations by title only.

4. C. Presentation and update on any and all matters regarding Greater Yuma Port Authority's activities. (Buna George, Executive Director to Greater Yuma Port Authority)

Ms. Buna George, Executive Director of Greater Yuma Port Authority, quickly updated their latest activities. There are eight (8) board members, two (2) appointed from each municipality. There were changes in leadership this year with Mr. Wayne Gail's retirement and Frank Rascon. There was also a retirement celebration for former Port Director John Schwam in December. She welcomed Mayor Nieves Riedel, representing the City of San Luis and Mr. Russ Jones from R.L. Jones Customs Brokers, representing the City of Yuma. There are six (6) seats that are currently filled with two (2) vacant. Unfortunately, with Mr. Gary Knight's loss, the City of Yuma has one (1) of its seats open. She continued to talk about Fostering international relationships, partnerships, trades, border crossing statistics and Magrino Industrial Park. Eighty-six (86) acres were completed and developed as of last July 2023 and the transaction was a little over seven $7 million dollars. She mentioned that the San Luis I Port of Entry is on track, the City of Douglas is undergoing two-port solutions, and there are future projects in Nogales. She stated that the Port Authority will focus regionally, but will remain connected statewide because of federal funds being invested through the State of Arizona.

The PowerPoint presentation is included with the Agenda packet filed at the City Clerk's Office.

Mayor Nieves Riedel thanked Ms. Buna for her weekly reports.

5. CONSENT AGENDA

5. A. MINUTES OF
- April 10, 2024 Regular Council meeting

5. B. DISBURSEMENTS FROM APRIL 17, 2024 TO MAY 1, 2024
Total $1,528,517.30
(One Million, Five Hundred Twenty-Eight Thousand, Five Hundred Seventeen Dollars and Thirty Cents)

5. C. Discussion and possible action on any and all matters regarding the fiscal year 2023-2024 budget for City Council's contracts. (Jenny Torres, Acting City Manager)

Ms. Jenny Torres, Acting City Manager corrected the Fiscal Year to be 2024-2025 not 2023-2024.

5. D. Discussion and possible action on any and all matters regarding the contract with the Arizona Interagency Farmworkers Coalition, Inc. for scholarships for students who are residents of San Luis for secondary education. (Kay Marion Macuil, City Attorney and Jenny Torres, Acting City Manager)

Council Member Tadeo Azael De La Hoya pointed out that there was no contract attached to item 5. D.

Ms. Kay Macuil, City Attorney, will bring back item, with attached contract on May 22, 2024.

5. E. Discussion and possible action on any and all matters regarding the amending of the contract with Dana Kepner Company, Inc. for the Water Meter Replacement Program and Implementation of an Advanced Metering Infrastructure (AMI) System project to include the ARPA Terms and Conditions. (Edgar Esparza, Billing and Collections Manager)

MOTION: Council Member Tadeo Azael De La Hoya/Council Member Javier Vargas to amend the motion to approve the Consent Agenda as presented and approve all the items and to bring back item 5. D. on the May 22nd Regular meeting and to approve item 5. C. correcting the Fiscal Year to 2024-2025. Motion passed unanimously.

The vote was as follows:

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

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

6. A. Discussion and possible action on any and all matters regarding Resolution No. 2308. A resolution of the Mayor and City Council of the City of San Luis, Arizona, to Authorize the City of San Luis Police Department to Receive Funding from The Arizona Internet Crimes Against Children Task Force by Approving an Intergovernmental Agreement Between the City of Phoenix, Arizona, through the Phoenix Police Department and City of San Luis, Arizona, through The San Luis Police Department. (Nigel Reynoso, Chief of Police)

Mr. Nigel Reynoso, Chief of Police, requested approval to enter into an Intergovernmental Agreement between the City of Phoenix Police Department and the City of San Luis Department to receive funds from the Internet Crimes Against Children. The funds are for training, technical assistance to effective investigate and prosecute. The amount that was awarded is $5,000 dollars.

Council Member Maria Cecilia Cruz asked if it is the first time they have been awarded this funding?

Mr. Nigel Reynoso, answered that they get awarded every year but the contract is only for two (2) years. They are just renewing the contract.

Council Member Maria Cecilia Cruz asked about local children being victimized or if he could give an example?

Mr. Nigel Reynoso, stated that it is statewide, confidential and annonymous. The Phoenix Police Department is the main hub and they are the ones that distribute them to the different jurisdictions. The City of San Luis Police Department gets an alert when a case comes in.

MOTION: Council Member Luis E. Cabrera/Council Member Maria Cecilia Cruz to approve and adopt Resolution No. 2308. Motion passed unanimously.

The vote was as follows:

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

6. B. Discussion and possible action on any and all matters regarding the acceptance of change order No. 2 from Viking Industrial Painting, LLC, for the Well Site #6 tank rehabilitation project. (Jorge Perez, Assistant Director of Public Works)

Mr. Jorge Perez, Assistant Director of Public Works, stated there is a change order request, No. 2, from Viking Industrial Painting, LLC, for the Well Site #6 tank rehabilitation project. Public Works received one (1) proposal within the change order including three (3) different options. Option number 1, Roof In-kind replacement at $270,689.00, Option Number 2, Steel replacement with exterior structure at $273,246.00 and option number 3, replacement with a self-supporting aluminum geodesic dome at $119,779.00. The department recommends option number 3, aluminum geodesic dome at $119,779.00. The change also includes a time extension for the project to start until November of this fiscal year and should be completed by March 31, 2025.

Council Member Luis E. Cabrera asked about the life span of each of the options.

Mr. Jorge Perez, responded that the first two (2) options, being metal, initially need coding to protect the metal from rusting. Then with proper inspections, it can extend up to 50 years. Inspections and rehabilitation are recommended every 10 to 15 years. The aluminum option does not rust like metal, would not require coding and would require less maintenance over the years.

MOTION: Council Member Luis E. Cabrera/Council Member Maria Cecilia Cruz to accept Change Order request No. 2 from Viking Industrial Painting, LLC, for Well Site # 6 tank roof replacement in the amount not to exceed $136,904.00 as presented. Motion passed unanimously.

The vote was as follows:

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

6. C. Discussion and possible action on any and all matters regarding the designation of polling places and drop-off locations for the Special Election scheduled for May 21, 2024. (Sonia Cornelio, City Clerk)

Mrs. Sonia Cornelio, City Clerk, informed that the City of San Luis is getting ready for the Special Election scheduled for May 21, 2024. Yuma County Election Services will be assisting with this election per the IGA that is currently in place between the city and Yuma County. Arizona Revised Statutes §16-411 provides that when an election is ordered by the city, the local governing body holding the election shall designate the polling places where the election shall be held. The vote centers will be the Yuma County Library - San Luis Branch and the San Luis Medical Mall. The polling places will be open from 6:00 a.m. to 7:00 p.m. on the date of the Special Election. The ballot drop off locations will be the Recorder's Office, located at 102 S. Main Street in Yuma, available 24/7 and the Yuma County Library - San Luis Branch, located at 1075 N. 6th Avenue in San Luis, available 24/7 and until 7:00 p.m. on Election Day.

MOTION: Council Member Tadeo Azael De La Hoya/Council Member Javier Vargas, to approve the Yuma County Library – San Luis Branch and the San Luis Medical Mall to be the Vote Centers for the Special Election on May 21, 2024, as well as the drop off box locations to be the Recorder's Office and the Yuma County Library – San Luis Branch, as presented by staff. Motion passed unanimously.

The vote was as follows:

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

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

Council Member Maria Cecilia Cruz reported that it was a pretty busy week, starting with the Small Business Fair. She stated it was very successful and congratualated the Economic Development team. She remembered when Jenny Torres was the only one in that department when it first started and now there are four (4). Also, the National Day of Prayer was very successful, with about 150 people in attendance. It is one of her favorite events because it brings community members and different churches together. She thanked all that attended. She also added that Council Member Matias Rosales and her, attended the memorial service for Council Member Gary Knight. She shared the boards he served, including the Yuma Metropolitan and Planning Organization, the Greater Yuma Port Authority, and State Transportation, and mentioned he was very supportive of the City of San Luis.

Mayor Nieves Riedel, stated that Council Member Gary Knight was a true public servant. She was fortunate to be in a meeting with him at Yuma Port Authority and he was very welcoming. The last words he had with her were that he felt very lucky to look into the future, be able to work with her and help the City of San Luis. She was touched and saw in his eyes he was being very sincere. Her message to everyone is to enjoy every day of your life. She added that he will be greatly missed.

Council Member Maria Cecilia Cruz reported she also attended the San Luis Fire Department Pancake event on May 4, 2024 and stated they were the best pancakes ever. She mentioned Angel Ramirez, Fire Chief, congratulated them and said it was an amazing event. There was a child who attended the event, his grandfather was a former firefighter and he was encouraged by the event to become a firefighter one day.

Mayor Nieves Riedel, stated that the Fire Department should come and make pancakes for Administration during work days at 8:00 a.m.

Council Member Luis E. Cabrera reported on the City of San Luis Budget Retreat, thanked all the staff for their dedication and hard work. He stated to reflect on the challenges ahead, to remember that every obstacle is an opportunity for growth, innovation and must remain loyal in the commitment to serving the community and to find creative solutions to fiscal challenges. He stated to embrace transparency, collaboration, and accountability to navigate through these uncertain times. He has no doubt that the city will emerge stronger and resilient than ever before.

Mayor Nieves Riedel, commented that it is sad to see that the residents of the City of San Luis are invited to join the meeting and only one (1) member of the community showed up. When hard times arrive, residents pretend they were not informed and accuse the City of San Luis employees of hiding the truth. The only time people start showing up is when there is a presidential campaign. Criticism is towards the Mayor, Council Members, the City of San Luis, and their employees. She invited the community to get involved, to listen to the city's needs, to participate not with malice, but out of the goodness of their heart and be a community that looks for each other not against each other. The ones that are getting hurt are the residents of the City of San Luis. She added that if they are unwilling to participate, she does not want to hear complaints. She clarified that the budget was cut by 70% not because of a lack of money management, but because there is no money. She added that since the first day she looked at the books, she said the city is in really bad shape and something needs to be done. She also mentioned that the people who attack with comments on the internet are invited to attend the meetings. A member of the community met with her and the Acting City Administrator for two (2) hours and made no difference in his opinion. She also clarified that the money coming into the city is not for her pocketbook; she does not need to get any richer, has enough to live 100 years, and her descendants would still be okay. She added that she is trying to do the right thing for her love to this community.

Council Member Luis E. Cabrera reported that on Friday, he attended the Arizona Student Association Education Colloquium at the Cultural Center. There were presentations from different districts from Yuma County, state representatives, and other leaders from the community. The discussions were about the education crisis and how to tackle it. It was a great discussion and is looking forward to the next event from ASA.

8. CALL TO THE PUBLIC

Mr. James Allen Jr., a United States Navy retired and resides at 1549 E. Babbitt Lane in San Luis, Arizona. He stated he listened to the Mayor's remarks. He would like to thank the scheduler for putting the Call To The Public at the end of the meeting to allow the people to digest other items that come across from the city. People are allowed to agree and disagree. He stated that he had three (3) signs destroyed and one (1) stolen. He added that signs cannot fight back or hurt anyone, but they cost money. It was a childish act and adults should act like adults. He made a call to the public, before they made their vote, to read the pamphlet. To make an informed decision and exercise their right.

Mr. Fabher Sanchez, 3779 E. San Gabriel Street, San Luis, AZ, stated he would like to clarify that for every person that does not support the property tax, there will always be someone infront of them who does. The purpose is to inform them on what the proposition is about and not fill them up with lies. He also asked the people opposing the proposition to respect San Luis Arizona, to respect the hard work of the people, because if the propostion does not got through it will fall on the City of San Luis. The City of San Luis will have to resolve the problem which could include people losing their employment and adjustments would likely be made. He commented that it is about a common good, for the city's development and benefits for all.

Mr. Luis E. Cabrera, a resident of San Luis, Arizona, located at 4024 E. Udall Lane, San Luis, AZ, stated that a week ago, he was at his mother-in-law's house. He mentioned Proposition 422 is going to be voted on Special Election on May 21, 2024, and finds it alarming that the group that opposes to proposition 422 is lying to the community. He heard a young woman and a young man tell her that the raise to the property taxes would be $500.00 a month and then they said a $500.00 a year. They stated the money would go to one person, Mayor Nieves Riedel and to help her development. He added that if people want to campaign against the propostion they have the right to do so, but it’s not allowed to lie to the community. He did the calculations for the amount his mother-in-law would be paying a year and it was less than $300.00 a year. He concluded by saying he will be doing a formal complaint about the incident and stated that the city has done a good job explaining what Proposition 422 is and how the funds will be used.

Mayor Nieves Riedel stated she would not walk to the podium because she only makes 10 cents an hour as a Mayor. She mentioned all the texts she has been receiving from two (2) people sitting there. She directed her comments to them and said that next time they do a sign, not to put developer but her complete name, Nieves Garcia Riedel; she is proud of her trade.

9. ADJOURNMENT

MOTION: Council Member Tadeo Azael De La Hoya/Council Member Javier Vargs to adjourn the Regular Council meeting at approximately 6:47 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Nieves Riedel	Aye
Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	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 Regular City Council meeting of the City Council of the City of San Luis, Arizona, held on May 8, 2024. 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

Regular City Council Meeting **5. B.**

Meeting Date: 06/12/2024

Summary

DISBURSEMENTS FROM MAY 16, 2024 TO JUNE 5, 2024
Total $3,266,431.70
(Three Million, Two Hundred Sixty-Six Thousand, Four Hundred Thirty-One Dollars and Seventy Cents)

Attachments

Disbursements

City of San Luis
Finance Department

COUNCIL MEETING JUNE 12, 2024
Disbursement Report from 05/16/2024 TO 06/05/2024

Bank Accounts	Check Date	Amount	Schedule
Accounts Payable Check Account	05/17/2024	$ 625,356.34	Schedule A
Payroll Check Account	05/23/2024	$ 470,432.27	Schedule B
Accounts Payable Check Account	05/24/2024	$ 1,111,517.81	Schedule C
Accounts Payable Check Account	05/31/2024	$ 1,059,125.28	Schedule D
	Total Disbursements:	**$ 3,266,431.70**	

Please contact Ms. Roula Encinas or Mr. Miguel Ramirez prior to the meeting if additional information is needed.

Prepared by Karla Plascencia: _____

Verified by Finance: Miguel Ramirez

For Council approval on: 6/12/2024

Mayor: _____

Council: _____

_____

_____

_____

_____

_____

RECEIVED
2024 JUN -6 A 11:58
CITY OF SAN LUIS
OFFICE OF THE CITY CLERK

City of San Luis

Payment Register

From Payment Date: 5/13/2024 - To Payment Date: 5/17/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
108939	05/15/2024	Open			Accounts Payable	KINGHOSE INDUSTRY LLC	$517.67		
108940	05/16/2024	Open			Utility Management Refund	ALBARRAN, GUSTAVO & ZIOMARA N MARQUEZ LOPEZ	$71.06		
108941	05/16/2024	Open			Utility Management Refund	CAMPA, MAYRA & CENOBIA OLIVARES	$277.87		
108942	05/16/2024	Open			Utility Management Refund	CASTRO PONCE, MARLEN	$217.00		
108943	05/16/2024	Open			Utility Management Refund	CELAYA, OMAR, A	$239.04		
108944	05/16/2024	Open			Utility Management Refund	GARCIA, GLORIA	$183.48		
108945	05/16/2024	Open			Utility Management Refund	HERNANDEZ, ROBERTO & DENNIS BRIONES	$198.03		
108946	05/16/2024	Open			Utility Management Refund	JACUINDE, TOMAS	$25.42		
108947	05/16/2024	Open			Utility Management Refund	MARTINEZ, BLAS	$119.71		
108948	05/16/2024	Open			Utility Management Refund	MEJIA, BEATRIZ	$220.89		
108949	05/16/2024	Open			Utility Management Refund	MENDEZ PAREDONES, SAMUEL	$123.54		
108950	05/16/2024	Open			Utility Management Refund	PACHECO, GILDA, E	$42.07		
108951	05/16/2024	Open			Utility Management Refund	PAREDES MONAREZ, RAMON E	$5.37		
108952	05/16/2024	Open			Utility Management Refund	RAMIREZ JULIO C & HERRERA CLAUDIA A	$123.25		
108953	05/16/2024	Open			Utility Management Refund	RAMIREZ-MCGREW, JORGE & GABRIELA AGUIRRE	$151.65		
108954	05/16/2024	Open			Utility Management Refund	RAMOS, MARIBEL	$175.97		
108955	05/16/2024	Open			Utility Management Refund	RIVERA, RAMONA	$175.76		
108956	05/16/2024	Open			Utility Management Refund	ROSALES, ANA K & JULIO C CORNEJO	$264.45		
108957	05/16/2024	Open			Utility Management Refund	ROSALES, JORGE	$43.26		
108958	05/16/2024	Open			Utility Management Refund	ROSALES, JOSE GARCIA	$81.68		
108959	05/16/2024	Open			Utility Management Refund	SALDANA, FRANCO	$205.76		
108960	05/16/2024	Open			Utility Management Refund	VAZQUEZ, ALEJANDRINA	$31.21		
108961	05/17/2024	Open			Accounts Payable	CABRERA, LUIS	$462.00		
108962	05/17/2024	Open			Accounts Payable	CAMACHO, ANA, M	$200.00		
108963	05/17/2024	Open			Accounts Payable	CENTURYLINK	$5,831.22		
108964	05/17/2024	Open			Accounts Payable	DUMADAG, JONATHAN	$185.00		
108965	05/17/2024	Open			Accounts Payable	ESPARZA, ARMANDO	$145.00		
108966	05/17/2024	Open			Accounts Payable	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	$477.58		

SCHEDULE A

City of San Luis

Payment Register

From Payment Date: 5/13/2024 - To Payment Date: 5/17/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
108967	05/17/2024	Voided		05/17/2024	Accounts Payable	TORRES, JENNY	$145.00		
108968	05/17/2024	Open			Accounts Payable	VARGAS, JAVIER	$145.00		
108969	05/17/2024	Open			Accounts Payable	AFFORDABLE TOWING AND ROAD SERVICE	$360.00		
108970	05/17/2024	Open			Accounts Payable	AMERICAN NATIONAL RED CROSS & ITS CONSTITUENT CHAP	$342.00		
108971	05/17/2024	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO SALES	$450.00		
108972	05/17/2024	Open			Accounts Payable	APS	$50.00		
108973	05/17/2024	Open			Accounts Payable	BINGHAM EQUIPMENT CO	$793.82		
108974	05/17/2024	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	$351.40		
108975	05/17/2024	Open			Accounts Payable	CODE PUBLISHING COMPANY	$329.00		
108976	05/17/2024	Open			Accounts Payable	COMITE DE BIENESTAR INC	$2,500.00		
108977	05/17/2024	Open			Accounts Payable	CONSTRUCTION SUPPLY HOLDINGS II, LLC	$966.33		
108978	05/17/2024	Open			Accounts Payable	DAVE'S AUTO GLASS & UPHOLSTERY	$360.00		
108979	05/17/2024	Open			Accounts Payable	DICK'S AUTO SALVAGE	$292.71		
108980	05/17/2024	Open			Accounts Payable	ECOENERGY SOLUTIONS LLC	$6,500.00		
108981	05/17/2024	Open			Accounts Payable	FACTOR SALES, INC.	$974.26		
108982	05/17/2024	Open			Accounts Payable	FELIX FENCING LLC	$23,020.80		
108983	05/17/2024	Open			Accounts Payable	FERGUSON WATERWORKS	$12,716.54		
108984	05/17/2024	Open			Accounts Payable	FITZGIBBONS LAW OFFICES, P.L.C.	$577.50		
108985	05/17/2024	Open			Accounts Payable	HD SUPPLY, INC.	$644.29		
108986	05/17/2024	Open			Accounts Payable	INTERNATIONAL FACILITY MANAGEMENT ASSOCIATION	$359.00		
108987	05/17/2024	Open			Accounts Payable	IPS GROUP INC	$66.43		
108988	05/17/2024	Open			Accounts Payable	IRON MOUNTAIN INC	$124.89		
108989	05/17/2024	Open			Accounts Payable	JM PRO BUILDERS LLC	$8,500.00		
108990	05/17/2024	Open			Accounts Payable	LOOMIS	$3,322.91		
108991	05/17/2024	Open			Accounts Payable	MACHADO, IVAN & AIXIA GUTIERREZ	$1,000.00		
108992	05/17/2024	Open			Accounts Payable	MAYATTE, CHRIS	$2,139.75		
108993	05/17/2024	Open			Accounts Payable	MOTION INDUSTRIES, INC.	$19,677.22		
108994	05/17/2024	Open			Accounts Payable	NIEVES HEIDY QUINTERO	$1,800.00		
108995	05/17/2024	Open			Accounts Payable	PINNACLE MEDICAL GROUP AZ P.C	$1,075.00		
108996	05/17/2024	Open			Accounts Payable	POSITIVE PROMOTIONS	$3,872.10		
108997	05/17/2024	Open			Accounts Payable	ROSALES, ROBERTO	$300.00		
108998	05/17/2024	Open			Accounts Payable	RUSH TRUCK CENTER	$2,800.24		
108999	05/17/2024	Open			Accounts Payable	SATELLITE ELECTRONICS, INC.	$1,842.95		
109000	05/17/2024	Open			Accounts Payable	SOUTHWEST SOLUTIONS GROUP, INC.	$1,769.63		
109001	05/17/2024	Open			Accounts Payable	TOM PONTON INDUSTRIES, INC.	$3,166.00		
109002	05/17/2024	Open			Accounts Payable	TRUCKMATES LLC	$4,378.84		
109003	05/17/2024	Open			Accounts Payable	XEROX CORPORATION	$1,151.13		
109004	05/17/2024	Open			Accounts Payable	YUMA WINLECTRIC CO.	$1,905.86		
109005	05/17/2024	Open			Accounts Payable	TRI-TECH FORENSICS INC.	$383.93		
109006	05/17/2024	Open			Accounts Payable	OHD LLLP	$960.00		
109007	05/17/2024	Open			Accounts Payable	BRATTON, WALT	$4,420.00		

City of San Luis

Payment Register

From Payment Date: 5/13/2024 - To Payment Date: 5/17/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
109008	05/17/2024	Open			Accounts Payable	MARTINEZ, ROGELIO	$145.00		
Type Check Totals:					70 Transactions		$127,474.47		
EFT									
5391	05/14/2024	Open			Accounts Payable	24/7 GET FIT LLC	$1,161.00		
5392	05/14/2024	Open			Accounts Payable	4 IMPRINT	$2,956.12		
5393	05/14/2024	Open			Accounts Payable	ARIZONA MEDICAL WASTE	$412.56		
5394	05/14/2024	Open			Accounts Payable	B&H PHOTO & ELECTRONICS CORP.	$429.81		
5395	05/14/2024	Open			Accounts Payable	BALAR EQUIPMENT CORPORATION	$560.87		
5396	05/14/2024	Open			Accounts Payable	BILL ALEXANDER FORD	$121,500.35		
5397	05/14/2024	Open			Accounts Payable	BLUE STREAK SIGNS, LLC	$48.79		
5398	05/14/2024	Open			Accounts Payable	DELL MARKETING L.P.	$3,278.99		
5399	05/14/2024	Open			Accounts Payable	FONSECA, BRIANDA	$460.00		
5400	05/14/2024	Open			Accounts Payable	FRESH TERRA SERVICES LLC	$135.00		
5401	05/14/2024	Open			Accounts Payable	MCLOUGHLIN & EARDLEY GROUP, INC.	$1,645.80		
5402	05/14/2024	Open			Accounts Payable	METRO FIRE EQUIPMENT INC	$414.00		
5403	05/14/2024	Open			Accounts Payable	MUNICIPAL EMERGENCY SERVICES, INC	$32,355.12		
5404	05/14/2024	Open			Accounts Payable	PENN NEON SIGN CO., INC.	$2,152.00		
5405	05/14/2024	Open			Accounts Payable	POLAR COOLING LLC	$425.00		
5406	05/14/2024	Open			Accounts Payable	RAMIREZ ADVISORS INTER-NATIONAL,LLC	$7,500.00		
5407	05/14/2024	Open			Accounts Payable	ROACH PEST CONTROL	$400.00		
5408	05/14/2024	Open			Accounts Payable	SIMS MACKIN, LTD.	$675.00		
5409	05/14/2024	Open			Accounts Payable	SUN RENTAL AND SALES INC.	$5,657.60		
5410	05/14/2024	Open			Accounts Payable	TRUCKPRO HOLDING CORPORATION	$21.71		
5411	05/14/2024	Open			Accounts Payable	UNITED ROTARY BRUSH CORP	$6,019.62		
5412	05/14/2024	Open			Accounts Payable	UNIVERSAL BACKGROUND SCREENING INC	$579.42		
5413	05/14/2024	Open			Accounts Payable	YUMA COUNTY RECORDER'S OFFICE	$129.00		
5414	05/14/2024	Open			Accounts Payable	YUMA WINNELSON CO.	$24,898.10		
5416	05/17/2024	Open			Accounts Payable	FRUTH GROUP INC	$360.07		
5417	05/17/2024	Open			Accounts Payable	ALLKIOSK LLC	$997.62		
5418	05/17/2024	Open			Accounts Payable	AMBERLY'S PLACE	$3,500.00		
5419	05/17/2024	Open			Accounts Payable	AMERICANA POLYGRAPH & PRIVATE INVESTIGATION	$525.00		
5420	05/17/2024	Open			Accounts Payable	APPLIED PRODUCTS GROUP LLC	$26,493.91		
5421	05/17/2024	Open			Accounts Payable	ASSA ABLOY ENTRANCE SYSTEM US INC.	$2,675.00		
5422	05/17/2024	Open			Accounts Payable	B&H PHOTO & ELECTRONICS CORP.	$6,890.33		
5423	05/17/2024	Open			Accounts Payable	BILL ALEXANDER FORD	$59.59		
5424	05/17/2024	Open			Accounts Payable	BLT ASPHALT LLC	$2,674.19		
5425	05/17/2024	Open			Accounts Payable	BLT READY MIX CONCRETE LLC	$1,070.11		
5426	05/17/2024	Open			Accounts Payable	BORDER GYM	$225.00		
5427	05/17/2024	Open			Accounts Payable	BORREGO BROTHERS, INC	$1,691.23		
5428	05/17/2024	Open			Accounts Payable	BRIGHTLY SOFTWARE, INC.	$2,926.05		

City of San Luis

Payment Register

From Payment Date: 5/13/2024 - To Payment Date: 5/17/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
5429	05/17/2024	Open			Accounts Payable	BSN SPORTS	$591.84		
5430	05/17/2024	Open			Accounts Payable	CDWG	$102,669.55		
5431	05/17/2024	Open			Accounts Payable	CORRAL, RICARDO	$45.00		
5432	05/17/2024	Open			Accounts Payable	CSC OF YUMA	$489.36		
5433	05/17/2024	Open			Accounts Payable	CUEVAS, CHRISTIAN	$75.00		
5434	05/17/2024	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	$180.50		
5435	05/17/2024	Open			Accounts Payable	DESERT WATER STORE INC	$492.59		
5436	05/17/2024	Open			Accounts Payable	FONSECA, BRIANDA	$305.20		
5437	05/17/2024	Open			Accounts Payable	FRESH TERRA SERVICES LLC	$6,941.00		
5438	05/17/2024	Open			Accounts Payable	HANSBERGER REGRIGERATION & ELECTRIC CO	$980.00		
5439	05/17/2024	Open			Accounts Payable	INDUSTRIAL SERVICE & SUPPLY, INC	$2,092.15		
5440	05/17/2024	Open			Accounts Payable	JAMES DAVEY AND ASSOCIATES INC	$1,237.50		
5441	05/17/2024	Open			Accounts Payable	KINGHOSE INDUSTRY LLC	$268.14		
5442	05/17/2024	Open			Accounts Payable	KTL&C, LLC.	$196.68		
5443	05/17/2024	Open			Accounts Payable	MAJCO LLC	$179.98		
5444	05/17/2024	Open			Accounts Payable	MCNEECE BROS. OIL COMPANY, INC	$45,431.48		
5445	05/17/2024	Open			Accounts Payable	METRO FIRE EQUIPMENT INC	$516.00		
5446	05/17/2024	Open			Accounts Payable	MN8 ENERGY OPERATING COMPANY LLC	$29,079.53		
5447	05/17/2024	Open			Accounts Payable	NAPA AUTO PARTS	$102.92		
5448	05/17/2024	Open			Accounts Payable	PRECISION PROTECTIVE SERVICES LLC	$10,670.34		
5449	05/17/2024	Open			Accounts Payable	PURCHASE POWER	$52.80		
5450	05/17/2024	Open			Accounts Payable	QUILL CORPORATION	$137.06		
5451	05/17/2024	Open			Accounts Payable	R.D. OFFUTT COMPANY	$212.95		
5452	05/17/2024	Open			Accounts Payable	REAL PURIFIED WATER LLC	$8.00		
5453	05/17/2024	Open			Accounts Payable	ROACH PEST CONTROL	$785.00		
5454	05/17/2024	Open			Accounts Payable	RWC INTERNATIONAL LTD	$10,105.81		
5455	05/17/2024	Open			Accounts Payable	SAN LUIS INDUSTRIAL PARK, LLC	$3,329.70		
5456	05/17/2024	Open			Accounts Payable	SOUTHERN TIRE MART LLC	$2,803.94		
5457	05/17/2024	Open			Accounts Payable	SUN RENTAL AND SALES INC.	$2,423.45		
5458	05/17/2024	Open			Accounts Payable	UNITED LABORATORIES INC.	$1,385.34		
5459	05/17/2024	Open			Accounts Payable	WAXIE SANITARY SUPPLY	$1,999.41		
5460	05/17/2024	Open			Accounts Payable	YUMA CO. AIRPORT AUTHORITY INC	$335.58		
5461	05/17/2024	Open			Accounts Payable	YUMA COUNTY RECORDER'S OFFICE	$30.00		
5462	05/17/2024	Open			Accounts Payable	YUMA NURSERY LLC	$1,919.09		
5463	05/17/2024	Open			Accounts Payable	YUMA SIGN MASTERS LLC	$97.57		
5464	05/17/2024	Open			Accounts Payable	YUMA SUN INC	$651.01		
5467	05/17/2024	Open			Accounts Payable	ODP BUSINESS SOLUTIONS LLC	$5,301.44		
Type EFT Totals:					74 Transactions		$498,026.87		
1BYPAYABLE - 1st BY Accounts Payable Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	69	$127,329.47	$0.00

City of San Luis

Payment Register

From Payment Date: 5/13/2024 - To Payment Date: 5/17/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source		Payee Name	Transaction Amount	Reconciled Amount	Difference
					Reconciled	0	$0.00		$0.00	
					Voided	1	$145.00		$0.00	
					Stopped	0	$0.00		$0.00	
					Total	70	$127,474.47		$0.00	

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	74	$498,026.87	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Total	74	$498,026.87	$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	143	$625,356.34	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	1	$145.00	$0.00
	Stopped	0	$0.00	$0.00
	Total	144	$625,501.34	$0.00

Grand Totals:

Checks	**Status**	**Count**	**Transaction Amount**	**Reconciled Amount**
	Open	**69**	**$127,329.47**	**$0.00**
	Reconciled	**0**	**$0.00**	**$0.00**
	Voided	**1**	**$145.00**	**$0.00**
	Stopped	**0**	**$0.00**	**$0.00**
	Total	**70**	**$127,474.47**	**$0.00**

EFTs	**Status**	**Count**	**Transaction Amount**	**Reconciled Amount**
	Open	**74**	**$498,026.87**	**$0.00**
	Reconciled	**0**	**$0.00**	**$0.00**
	Voided	**0**	**$0.00**	**$0.00**
	Total	**74**	**$498,026.87**	**$0.00**

All	**Status**	**Count**	**Transaction Amount**	**Reconciled Amount**
	Open	**143**	**$625,356.34**	**$0.00**
	Reconciled	**0**	**$0.00**	**$0.00**
	Voided	**1**	**$145.00**	**$0.00**
	Stopped	**0**	**$0.00**	**$0.00**
	Total	**144**	**$625,501.34**	**$0.00**

Karla Plascencia

Digitally signed by: Karla Plascencia
DN: CN = Karla Plascencia email = kplascencia@sanluisaz.gov
C = US O = City of San Luis OU = Finance
Date: 2024.06.06 10:48:48 -07'00'

Pay Day Register

Pay Date Range 05/04/24 - 05/17/24
Pay Batch 202411

Pay Batch 202411 Total

Employees in Pay Batch 322
Female Employees in Pay Batch 94

Hours Description	Hours	Gross
100 - REGULAR	23,419.7500	564,438.11
1001 - LEAVE WITHOUT PAY	96.5000	.00
1005 - BEREAVEMENT	26.2500	631.31
1006 - CIVIC LEAVE	10.0000	257.50
1007 - ON CALL WORKED HOURS	20.7500	398.05
1009 - PART TIME	442.8569	8,820.85
1010 - PART TIME FIREFIGHTERS	66.7500	1,388.53
1012 - LEAVE WITH PAY	20.0000	538.50
105 - MILITARY LEAVE	14.0000	366.24
201 - OVERTIME	662.0000	24,828.85
202 - OP STONE GARDEN- O.T.	466.5000	23,627.85
2023 - FMLA - SICK LEAVE	270.0200	6,377.64
2024 - FMLA - VACATION LEAVE	165.2500	4,504.05
203 - DUI ABATEMENT	10.5000	435.33
2036 - MARSHALS OT	11.5000	468.51
2038 - FMLA - LEAVE WITHOUT	73.2300	.00
210 - SRO	80.0000	2,508.03
300 - VACATION EARNED	1,273.9900	.00
301 - VACATION USED	630.5800	16,228.15
400 - SICK EARNED	1,206.9900	.00
405 - SCHEDULED SICK LEAVE	301.9200	6,377.41
406 - UNSCHEDULED SICK LEAVE	515.5000	11,511.29
502 - ON CALL PAY I.T.	.0000	100.00
503 - STAND-BY PAY	670.7500	1,341.50
703 - FIRE HOLIDAY USED	36.0000	1,161.36
806 - TELEPHONE STIPEND	.0000	1,150.00
809 - RETRO PAY	6.1900	141.01
921 - STEP OVERTIME	24.0000	1,053.72
923 - BORDER FITNESS - GYM	.0000	300.00
932 - 24-7 GET FIT - GYM	.0000	1,296.00
965 - PD - STAND-BY PAY	.0000	2,016.00
967 - FD - SPECIAL ASSIGNEMNT	361.8000	723.60
Total	30,883.5769	$682,989.39

Withholdings and Deductions		Gross Base
Gross	682,989.39	
Imputed Income		
FEDERAL TAX WITHHOLDING	39,833.18	587,668.79
SOCIAL SECURITY TAX	42,345.34	682,989.39
MEDICARE	9,903.37	682,989.39
STATE WITHHOLDING	12,874.32	587,668.79
24-7 GET FIT- GYM	1,296.00	.00
AM. FIDELITY - HEALTH FSA	83.34	.00
AM. FIDELITY- ACCIDENT-POST	34.39	.00
AM. FIDELITY- ACCIDENT-PRE	429.60	.00
AM. FIDELITY- CANCER-POST	28.00	.00
AM. FIDELITY- CANCER-PRE TAX	142.10	.00
AM. FIDELITY- GCI -POST TAX	44.37	.00
AM. FIDELITY- GHI- PRE TAX	237.19	.00
AM. FIDELITY- LIFE -POST TAX	115.80	.00
AM. FIDELITY- TX LIFE -POST	245.28	.00
AZ COPS - SLPD	520.00	.00
AZ STATE RETIREMENT	48,925.67	403,011.92
BORDER GYM - GYM	300.00	.00
CHILD SUPPORT 2	234.46	.00
DEFERRED COMP - ROTH	990.00	.00
DEFERRED COMP - ROTH	298.76	8,107.72
DEFERRED COMPENSATION	3,480.00	.00
DEFERRED COMPENSATION	984.59	8,109.69
FOP/ALC	420.00	.00
GARNISHMENT - CHILD	3,173.51	.00
IAFF- FIRE DEPT	1,635.00	.00
LEGAL SHIELD	59.31	.00
LONG TERM DISABILITY	604.58	403,011.92
MANHATTANLIFE ASSURANCE	114.08	.00
MASS MUTUAL - LIFE	9.77	.00
MEX ONLY DENTAL - EE &	183.20	.00
MEX ONLY DENTAL - EE &	451.77	.00
MEX ONLY DENTAL - EE &	146.56	.00
MEX ONLY HEALTH - EE & CH	570.46	.00
MEXICO ONLY HEALTH - EE &	1,590.33	.00
MEXICO ONLY HEALTH - EE &	466.74	.00
MISCELLANEOUS	130.00	.00
NEW YORK LIFE - LIFE INS	36.49	.00

Benefits		Gross Base
ASRS ALTERNATE	512.29	5,128.00
AZ STATE RETIREMENT	48,925.67	403,011.92
DENTAL = FAMILY	417.90	.00
LONG TERM DISABILITY	604.58	403,011.92
MEDICAL MEX ONLY - EE &	1,944.80	.00
MEDICAL MEX ONLY - EE &	5,421.57	.00
MEDICAL MEX ONLY - EE &	1,591.20	.00
MEDICAL MEX ONLY - EE ONLY	440.80	.00
MEX & US HEALTH = EE	55,645.28	.00
MEX ONLY DENTAL - EE &	142.40	.00
MEX ONLY DENTAL - EE &	351.13	.00
MEX ONLY DENTAL - EE &	113.92	.00
MEX ONLY DENTAL - EE ONLY	65.12	.00
PSPRS - ALTERNATE	197.82	2,472.72
PSPRS FIRE DB NORM - TIER 1	9,047.86	68,909.85
PSPRS FIRE DB NORM - TIER 2	614.40	4,679.34
PSPRS FIRE DB NORM - TIER 3	4,854.92	50,783.74
PSPRS POLICE DB NORM - TIER	6,596.23	69,949.47
PSPRS POLICE DB NORM - TIER	1,160.04	12,301.53
PSPRS POLICE DB NORM - TIER	4,394.21	45,964.41
STANDARD LIFE	2,728.24	.00
STANDARD LTD	1,336.71	246,803.90
STANDARD STD	5,232.08	.00
U.S. MEX DENTAL - EE &	382.56	.00
U.S. MEX DENTAL - EE &	95.64	.00
US & MEX DENTAL - EE	3,064.32	.00
US & MEX HEALTH = C	16,983.75	.00
US & MEX HEALTH = FAMILY	23,010.99	.00
US & MEX HEALTH = SP	2,911.50	.00
VISION - SINGLE	1,175.64	.00
VSP- VISION	624.18	.00
Total	$200,587.75	

Employer Taxes		Gross Base
MEDICARE	9,903.37	682,989.39
SOCIAL SECURITY TAX	42,345.34	682,989.39
SUTA/UNEMPLOYMENT	3,907.49	651,262.46
Total	$56,156.20	

SCHEDULE B

Pay Day Register

Pay Date Range 05/04/24 - 05/17/24

Pay Batch 202411

PAC FUND- FIRE DEPT.	139.00	.00
PS DEFERRED COMP - ROTH	570.00	.00
PS DEFERRED COMP - ROTH	261.74	2,617.39
PS DEFERRED COMP TIAA -	306.33	7,103.64
PS DEFERRED COMPENSATION	1,580.00	.00
PSPRS FIRE DB RATE - TIER 1a	4,368.44	57,103.56
PSPRS FIRE DB RATE - TIER 1b	903.19	11,806.29
PSPRS FIRE DB RATE - TIER 2	357.97	4,679.34
PSPRS FIRE DB RATE - TIER 3	4,854.92	50,783.74
PSPRS POLICE DB RATE - TIER	4,074.71	53,264.21
PSPRS POLICE DB RATE - TIER	1,276.43	16,685.26
PSPRS POLICE DB RATE - TIER 2	941.06	12,301.53
PSPRS POLICE DB RATE - TIER 3	4,394.21	45,964.41
STANDARD LIFE ADDTNL	924.85	.00
TRANSWESTERN MEXICAN	195.00	.00
U.S. MEX DENTAL - EE &	492.72	.00
U.S. MEX DENTAL - EE &	123.18	.00
UNITED WAY	14.00	.00
US & MEX DENTAL= FAMILY	538.02	.00
US & MEX HEALTH = C	4,981.90	.00
US & MEX HEALTH = FAMILY	6,749.94	.00
US & MEX HEALTH = SP	854.04	.00
VSP - VISION CHILDREN	236.98	.00
VSP - VISION FAMILY	355.47	.00
VSP - VISION SPOUSE	125.46	.00
Net	$470,432.27	

Workers' Comp		Gross Base
Ambulance EMT Search &	2,913.85	61,345.01
ANIMAL CONTROL OFFICERS	64.08	2,848.30
ATTORNEY- ALL & CLERICAL-	61.62	28,010.69
AUTO SERVICE/ REPAIR	294.32	10,549.35
BUILDING- NOC OPER BY	576.46	15,924.46
BUS COMPANY AND DRIVERS	83.99	1,521.60
CLERICAL OFFICE/ LIBRARY/	394.20	164,256.55
Electrician	68.58	2,184.00
FIREFIGHTERS & DRIVERS	3,271.08	68,864.64
GARBAGE/ ASH/ REFUSE	660.36	10,565.66
Homemaker Service	41.10	1,794.49
Motion Picture Production	12.29	1,890.88
MUNICIPAL/ TOWN/	696.05	39,774.46
PARKS- NOC ALL EMPLOYEES	778.94	25,126.96
POLICE OFFICERS	6,861.35	144,449.62
RECREATION- ALL EMPLOYEES/	308.50	22,518.01
SEWAGE DISPOSAL/ PLANT	993.54	28,882.65
Street or Road Construction	2,379.87	26,951.96
WATERWORKS OPERATIONS	885.89	25,530.10
Total	$21,346.07	

Direct Deposits	Amount
1st Bank Yuma	42,103.89
ACADEMY BANK	2,547.70
AVENIR FINANCIAL	39,897.66
Bank of America	7,736.99
Bank of America CA	1,103.47
Bankcorp	200.00
CAPITAL ONE	693.40
Charles Sch	250.00
Chase Bank	217,005.21
CHASE BANK CA	1,326.01
CHASE BANK MORGAN	1,450.92
CHASE BANK TX	2,272.11
chase centro	1,811.06
discover	400.00
FF CREDIT UNION	2,150.61
FIDELITY	303.11
FIREFIGHTER FIRST CREDIT UNION	7,559.00
HUGHES FCU	2,024.14
MECHNICS BANK	1,248.86
National Bank	1,281.93

Miguel M. Ramirez

Digitally signed by: Miguel M. Ramirez
DN: CN = Miguel M. Ramirez email = mramirez@sanluisaz.gov C = AD O = City of San Luis, Finance Dept.
Date: 2024.05.23 11:46:51 -07'00'

Pay Day Register

Pay Date Range 05/04/24 - 05/17/24
Pay Batch 202411

Navy Federal	25,081.90
NetSpend Corporation DD	120.00
NORTH ISLAND CREDIT UNION	833.67
PATHWARD	2,489.18
SOFI BANK	944.22
Sunbank	1,643.51
THE FOOTHILLS BANK	751.18
VANTAGE WEST	1,783.81
WASHINGTON FEDERAL	1,093.94
Wells Fargo	94,332.96
WELLS FARGO CA	3,693.23
WELLS FARGO YUMA	2,858.53
Total	$468,992.20
Check	$1,440.07

City of San Luis

Payment Register

From Payment Date: 5/20/2024 - To Payment Date: 5/24/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
109009	05/21/2024	Open			Accounts Payable	GALERIA CAFE	$276.78		
109010	05/21/2024	Open			Accounts Payable	TACOS Y MARISCOS LA INDIA	$1,200.00		
109011	05/21/2024	Open			Accounts Payable	TORRES, OMAR	$238.00		
109012	05/23/2024	Open			Accounts Payable	FOP/ALC	$420.00		
109013	05/23/2024	Open			Accounts Payable	SAN LUIS POLICE OFFICERS ASSOC	$520.00		
109014	05/23/2024	Open			Accounts Payable	SUPPORT PAYMENT CLEARINGHOUSE	$3,407.97		
109015	05/23/2024	Open			Accounts Payable	UNITED WAY OF YUMA COUNTY INC.	$14.00		
109016	05/23/2024	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS ASSOC	$139.00		
109017	05/23/2024	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS-IAFF	$1,635.00		
109018	05/24/2024	Open			Accounts Payable	AFFORDABLE TOWING AND ROAD SERVICE	$180.00		
109019	05/24/2024	Open			Accounts Payable	ALDAMA, EMMANUEL	$112.00		
109020	05/24/2024	Open			Accounts Payable	ARVIZU VILLAR, GLORIA	$50.00		
109021	05/24/2024	Open			Accounts Payable	AT&T MOBILITY LLC	$1,253.84		
109022	05/24/2024	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	$567.00		
109023	05/24/2024	Open			Accounts Payable	AZ STATE PRISON COMPLEX - YUMA	$248.90		
109024	05/24/2024	Open			Accounts Payable	BINGHAM EQUIPMENT CO	$3,092.77		
109025	05/24/2024	Open			Accounts Payable	BOBBY'S TERRITORIAL H-D	$321.94		
109026	05/24/2024	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	$7,319.05		
109027	05/24/2024	Open			Accounts Payable	CAMPA, JOAQUIN	$73.70		
109028	05/24/2024	Open			Accounts Payable	CENTURYLINK	$70.36		
109029	05/24/2024	Open			Accounts Payable	COVE PRODUCTS	$3,473.67		
109030	05/24/2024	Open			Accounts Payable	EMAZON, JESUS	$196.00		
109031	05/24/2024	Open			Accounts Payable	FACTOR SALES, INC.	$276.78		
109032	05/24/2024	Open			Accounts Payable	GARCIA, JESUS	$284.00		
109033	05/24/2024	Open			Accounts Payable	GARCIA FUENTES, MARTHA	$250.00		
109034	05/24/2024	Open			Accounts Payable	HUGHES FIRE EQUIPMENT, INC.	$1,158.66		
109035	05/24/2024	Open			Accounts Payable	IPS GROUP INC	$7,304.65		
109036	05/24/2024	Open			Accounts Payable	LIFELOC TECHNOLOGIES, INC	$3,479.60		
109037	05/24/2024	Open			Accounts Payable	LOPEZ, MARIA, JULIETA	$500.00		
109038	05/24/2024	Open			Accounts Payable	LOPEZ ARMENTA, JOSE, MARTIN	$192.00		
109039	05/24/2024	Open			Accounts Payable	MONTES, ARNOLD	$197.36		
109040	05/24/2024	Open			Accounts Payable	NOVA BIOMEDICAL CORPORATION	$670.97		
109041	05/24/2024	Open			Accounts Payable	PAWS AND TAILS FEED AND GRAIN LLC	$993.99		
109042	05/24/2024	Open			Accounts Payable	PULIDO INIGUEZ, ALAN FRANCISCO	$144.00		
109043	05/24/2024	Open			Accounts Payable	RAMIREZ, FELIPE	$408.00		
109044	05/24/2024	Open			Accounts Payable	RAMIREZ, TERESITA, D	$300.00		
109045	05/24/2024	Open			Accounts Payable	RUNBECK ELECTION SERVICES, INC	$14,037.32		
109046	05/24/2024	Open			Accounts Payable	RUSH TRUCK CENTER	$604.91		

SCHEDULE C

City of San Luis

Payment Register

From Payment Date: 5/20/2024 - To Payment Date: 5/24/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
109047	05/24/2024	Open			Accounts Payable	SANFORD, JAMES	$804.42		
109048	05/24/2024	Open			Accounts Payable	THE GALLERY COLLECTION	$817.20		
109049	05/24/2024	Open			Accounts Payable	THE HOME DEPOT	$5,031.98		
109050	05/24/2024	Open			Accounts Payable	THOMPSON DESIGN ARCHITECTS P.C.	$7,850.00		
109051	05/24/2024	Open			Accounts Payable	US POST MASTER	$2,619.83		
109052	05/24/2024	Open			Accounts Payable	XEROX CORPORATION	$50.60		
109053	05/24/2024	Open			Accounts Payable	ZARAGOZA, LETICIA	$75.00		
109054	05/24/2024	Open			Accounts Payable	MAX SUPPLIES AND SERVICES LLC	$6,094.69		
109055	05/24/2024	Open			Accounts Payable	AUTOZONE STORES, INC	$4,086.67		
Type Check Totals:					47 Transactions		$83,042.61		
EFT									
5468	05/21/2024	Open			Accounts Payable	CITY OF SAN LUIS EMPLOYEE BENEFIT TRUST	$260,235.50		
5469	05/22/2024	Open			Accounts Payable	CITY OF SAN LUIS EMPLOYEE BENEFIT TRUST	$263,768.32		
5470	05/23/2024	Open			Accounts Payable	CITY OF SAN LUIS EMPLOYEE BENEFIT TRUST	$263,210.69		
5471	05/24/2024	Open			Accounts Payable	ANIMAL CARE EQUIPMENT AND SERVICES	$2,539.08		
5472	05/24/2024	Open			Accounts Payable	ARIZONA WESTERN COLLEGE	$503.69		
5473	05/24/2024	Open			Accounts Payable	B&H PHOTO & ELECTRONICS CORP.	$904.86		
5474	05/24/2024	Open			Accounts Payable	BILL ALEXANDER FORD	$1,029.95		
5475	05/24/2024	Open			Accounts Payable	BLT ASPHALT LLC	$1,820.03		
5476	05/24/2024	Open			Accounts Payable	BLT READY MIX CONCRETE LLC	$3,451.95		
5477	05/24/2024	Open			Accounts Payable	CHAPMAN DCJR YUMA LLC	$4,576.17		
5478	05/24/2024	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	$37.75		
5479	05/24/2024	Open			Accounts Payable	DESERT VALLEY POWER SYSTEMS	$969.50		
5480	05/24/2024	Open			Accounts Payable	DESERT WATER STORE INC	$143.88		
5481	05/24/2024	Open			Accounts Payable	EFFEM CORPORATION	$78.89		
5482	05/24/2024	Open			Accounts Payable	FLOCK GROUP INC	$19,794.30		
5483	05/24/2024	Open			Accounts Payable	FONSECA, BRIANDA	$496.80		
5484	05/24/2024	Open			Accounts Payable	FRUTH GROUP INC	$107.50		
5485	05/24/2024	Open			Accounts Payable	HUMANE SOCIETY OF YUMA	$4,166.67		
5486	05/24/2024	Open			Accounts Payable	METRO FIRE EQUIPMENT INC	$3,600.00		
5487	05/24/2024	Open			Accounts Payable	MUNICIPAL EMERGENCY SERVICES, INC	$3,701.59		
5488	05/24/2024	Open			Accounts Payable	PACIFIC ADVANCED CIVIL ENGINEERING INC	$24,249.00		
5489	05/24/2024	Open			Accounts Payable	PENN NEON SIGN CO., INC.	$6,252.60		
5490	05/24/2024	Open			Accounts Payable	POINT EMBLEMS, LLC	$5,342.00		
5491	05/24/2024	Open			Accounts Payable	POLAR ICE LLC	$504.29		
5492	05/24/2024	Open			Accounts Payable	PRECISION PROTECTIVE SERVICES LLC	$224.77		
5493	05/24/2024	Open			Accounts Payable	R.D. OFFUTT COMPANY	$1,027.74		
5494	05/24/2024	Open			Accounts Payable	ROACH PEST CONTROL	$50.00		
5495	05/24/2024	Open			Accounts Payable	SOUTHWEST MERCH LLC	$1,413.16		

City of San Luis

Payment Register

From Payment Date: 5/20/2024 - To Payment Date: 5/24/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
5496	05/24/2024	Open			Accounts Payable	SPECTRUM BUSINESS	$12,441.39		
5497	05/24/2024	Open			Accounts Payable	STANDARD PRINTING COMPANY, INC	$1,061.42		
5498	05/24/2024	Open			Accounts Payable	TAYLOR ENGINEERING, PLLC	$114,950.00		
5499	05/24/2024	Open			Accounts Payable	THOMSON WEST PUBLISHING CO.	$4,389.37		
5500	05/24/2024	Open			Accounts Payable	ULINE, INC.	$3,650.71		
5501	05/24/2024	Open			Accounts Payable	UNITED LABORATORIES INC.	$1,907.04		
5502	05/24/2024	Open			Accounts Payable	VERIZON COMMUNICATIONS INC	$3,125.57		
5503	05/24/2024	Open			Accounts Payable	YUMA NURSERY LLC	$818.08		
5504	05/24/2024	Open			Accounts Payable	YUMA WINNELSON CO.	$1,696.27		
5506	05/24/2024	Open			Accounts Payable	ALSCO, INC	$3,366.40		
5507	05/24/2024	Open			Accounts Payable	AMAZON.COM SALES, INC.	$1,903.34		
5508	05/24/2024	Open			Accounts Payable	O'REILLY AUTO PARTS	$3,179.75		
5509	05/24/2024	Open			Accounts Payable	ODP BUSINESS SOLUTIONS LLC	$1,785.18		
Type EFT Totals:					41 Transactions		$1,028,475.20		

1BYPAYABLE - 1st BY Accounts Payable Totals

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	$83,042.61	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Stopped	0	$0.00	$0.00
	Total	47	$83,042.61	$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	41	$1,028,475.20	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Total	41	$1,028,475.20	$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	88	$1,111,517.81	$0.00

City of San Luis

Payment Register

From Payment Date: 5/20/2024 - To Payment Date: 5/24/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source		Payee Name	Transaction Amount	Reconciled Amount	Difference
					Reconciled	0		$0.00	$0.00	
					Voided	0		$0.00	$0.00	
					Stopped	0		$0.00	$0.00	
					Total	88		$1,111,517.81	$0.00	

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	$83,042.61	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Stopped	0	$0.00	$0.00
	Total	47	$83,042.61	$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	41	$1,028,475.20	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Total	41	$1,028,475.20	$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	88	$1,111,517.81	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Stopped	0	$0.00	$0.00
	Total	88	$1,111,517.81	$0.00

Karla Plascencia

Digitally signed by: Karla Plascencia
DN: CN = Karla Plascencia email = kplascencia@sanluisaz.gov C = US O = City of San Luis OU = Finance
Date: 2024.06.06 10:49:09 -07'00'

City of San Luis

Payment Register

From Payment Date: 5/27/2024 - To Payment Date: 5/31/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
109056	05/28/2024	Open			Accounts Payable	POLY'S PARTY RENTALS, LLC	$243.90		
109057	05/31/2024	Open			Accounts Payable	AED EVERYWHERE, INC.	$554.49		
109058	05/31/2024	Open			Accounts Payable	AIRGAS USA LLC	$1,458.31		
109059	05/31/2024	Open			Accounts Payable	AMERICAN WATER WORKS ASSOCIATI	$4,342.00		
109060	05/31/2024	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO SALES	$180.00		
109061	05/31/2024	Open			Accounts Payable	ARIZONA PUBLIC SERVICE	$88.95		
109062	05/31/2024	Open			Accounts Payable	BOBBY'S TERRITORIAL H-D	$205.92		
109063	05/31/2024	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	$8,324.57		
109064	05/31/2024	Open			Accounts Payable	C&D DISPOSAL LLC	$191.31		
109065	05/31/2024	Open			Accounts Payable	CENTURYLINK	$309.84		
109066	05/31/2024	Open			Accounts Payable	CHAPMAN CHEVROLET BUICK GMC YUMA LLC	$65,249.63		
109067	05/31/2024	Open			Accounts Payable	FERGUSON WATERWORKS	$15,993.93		
109068	05/31/2024	Open			Accounts Payable	FERTIZONA-YUMA L.L.C.	$1,227.19		
109069	05/31/2024	Open			Accounts Payable	FPA, LTD.	$10,570.00		
109070	05/31/2024	Open			Accounts Payable	FRANK AND SON GLASS AND WINDOW TINT	$1,136.00		
109071	05/31/2024	Open			Accounts Payable	FX TACTICAL, LLC	$389.03		
109072	05/31/2024	Open			Accounts Payable	GASTELUM PAYAN, CENAIDA	$125.97		
109073	05/31/2024	Open			Accounts Payable	GUZMAN, JOSE, A	$207.00		
109074	05/31/2024	Open			Accounts Payable	HAJOCA CORPORATION	$230.08		
109075	05/31/2024	Open			Accounts Payable	HD SUPPLY, INC.	$95.11		
109076	05/31/2024	Open			Accounts Payable	HUGHES FIRE EQUIPMENT, INC.	$68.01		
109077	05/31/2024	Open			Accounts Payable	IPS GROUP INC	$471.06		
109078	05/31/2024	Open			Accounts Payable	JAMES COOKE & HOBSON INC.	$60,762.64		
109079	05/31/2024	Open			Accounts Payable	LAWSON PRODUCTS INC.	$347.74		
109080	05/31/2024	Open			Accounts Payable	LOWE'S HIW, INC.	$6,774.44		
109081	05/31/2024	Open			Accounts Payable	M & Y ELECTRICAL LLC	$12,624.58		
109082	05/31/2024	Open			Accounts Payable	PACHECO, ROMAN	$207.00		
109083	05/31/2024	Open			Accounts Payable	PINNACLE MEDICAL GROUP AZ P.C	$840.00		
109084	05/31/2024	Open			Accounts Payable	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	$236.96		
109085	05/31/2024	Open			Accounts Payable	PUBLIC SECTOR PERSONNEL CONSULTANTS, INC	$8,000.00		
109086	05/31/2024	Open			Accounts Payable	PWW ADVISORY GROUP LLC	$5,700.00		
109087	05/31/2024	Open			Accounts Payable	QUINONEZ, FRANCISCO	$630.00		
109088	05/31/2024	Open			Accounts Payable	REMINGTON INDUSTRIAL SUPPLY LLC	$356.59		
109089	05/31/2024	Open			Accounts Payable	RUSH TRUCK CENTERS OF ARIZONA, INC	$16,600.00		
109090	05/31/2024	Open			Accounts Payable	SERVERSUPPLY.COM, INC	$623.87		
109091	05/31/2024	Open			Accounts Payable	SOUTH YUMA COUNTY LANDFILL	$37,306.81		
109092	05/31/2024	Open			Accounts Payable	STEVENSON, MICHAEL	$177.00		
109093	05/31/2024	Open			Accounts Payable	TAQUERIA AGUILAR LLC	$1,716.06		
109094	05/31/2024	Open			Accounts Payable	TRUCKMATES LLC	$573.97		
109095	05/31/2024	Open			Accounts Payable	TYLER TECHNOLOGIES, INC.	$6,000.00		

SCHEDULE D

City of San Luis

Payment Register

From Payment Date: 5/27/2024 - To Payment Date: 5/31/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
109096	05/31/2024	Open			Accounts Payable	YUMA COUNTY PUBLIC HEALTH	$224.00		
109097	05/31/2024	Open			Accounts Payable	DIGITAL ROOM LLC	$352.19		
Type Check Totals:					42 Transactions		$271,716.15		
EFT									
5510	05/31/2024	Open			Accounts Payable	ARIZONA MEDICAL WASTE	$104.07		
5511	05/31/2024	Open			Accounts Payable	ARIZONA POLICE PSYCHOLOGY, PLLC	$700.00		
5512	05/31/2024	Open			Accounts Payable	ARIZONA WESTERN COLLEGE	$5,700.00		
5513	05/31/2024	Open			Accounts Payable	ARK WIRELESS & NETWORKING	$300.00		
5514	05/31/2024	Open			Accounts Payable	B&H PHOTO & ELECTRONICS CORP.	$868.53		
5515	05/31/2024	Open			Accounts Payable	BILL ALEXANDER FORD	$49,783.38		
5516	05/31/2024	Open			Accounts Payable	BLUE STREAK SIGNS, LLC	$408.71		
5517	05/31/2024	Open			Accounts Payable	CDWG	$5,713.03		
5518	05/31/2024	Open			Accounts Payable	CONSULTANT ENGINEERING INC	$459.46		
5519	05/31/2024	Open			Accounts Payable	CSC OF YUMA	$435.94		
5520	05/31/2024	Open			Accounts Payable	CUEVAS, CHRISTIAN	$75.00		
5521	05/31/2024	Open			Accounts Payable	CYBER MARKETING NETWORK, INC	$143.87		
5522	05/31/2024	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	$183.25		
5523	05/31/2024	Open			Accounts Payable	DESERT VALLEY POWER SYSTEMS	$4,257.00		
5524	05/31/2024	Open			Accounts Payable	DESERT VALLEY SERVICES, INC	$18,458.54		
5525	05/31/2024	Open			Accounts Payable	DESERT WATER STORE INC	$234.70		
5526	05/31/2024	Open			Accounts Payable	FLOCK GROUP INC	$350.00		
5527	05/31/2024	Open			Accounts Payable	FRESH TERRA SERVICES LLC	$540.00		
5528	05/31/2024	Open			Accounts Payable	HANSBERGER REGRIGERATION & ELECTRIC CO	$4,201.00		
5529	05/31/2024	Open			Accounts Payable	HILL BROTHERS CHEMICAL CO.	$15,754.13		
5530	05/31/2024	Open			Accounts Payable	JAMES DAVEY AND ASSOCIATES INC	$47,232.00		
5531	05/31/2024	Open			Accounts Payable	JSA COMPANY	$12,346.00		
5532	05/31/2024	Open			Accounts Payable	KP VENTURES WELL DRILLING & PUMP CO LLC	$524,771.10		
5533	05/31/2024	Open			Accounts Payable	KUSTOM SIGNALS, INC	$21,236.57		
5534	05/31/2024	Open			Accounts Payable	MAJCO LLC	$406.88		
5535	05/31/2024	Open			Accounts Payable	MAYA'S CONSTRUCTION LLC.	$2,990.00		
5536	05/31/2024	Open			Accounts Payable	MONOPRICE INC.	$110.56		
5537	05/31/2024	Open			Accounts Payable	OMEGA INDUSTRIAL SUPPLY INC	$1,097.83		
5538	05/31/2024	Open			Accounts Payable	ORDUNO-CROUSE, CANDICE	$7,600.00		
5539	05/31/2024	Open			Accounts Payable	PHOENIX PUMPS, INC	$123.60		
5540	05/31/2024	Open			Accounts Payable	PLOTTER DOCTORS, LLC	$10,170.39		
5541	05/31/2024	Open			Accounts Payable	POLAR COOLING LLC	$9,699.74		
5542	05/31/2024	Open			Accounts Payable	PRO SALES GROUP INC	$2,298.39		
5543	05/31/2024	Open			Accounts Payable	PURCHASE POWER	$1,020.99		
5544	05/31/2024	Open			Accounts Payable	R&M ELECTRIC SUPPLY LLC	$193.19		
5545	05/31/2024	Open			Accounts Payable	REAL PURIFIED WATER LLC	$256.12		
5546	05/31/2024	Open			Accounts Payable	SAN LUIS AIR CONDITIONING LLC	$500.00		
5547	05/31/2024	Open			Accounts Payable	SOUTHERN TIRE MART LLC	$1,961.70		
5548	05/31/2024	Open			Accounts Payable	SOUTHWEST MERCH LLC	$62.50		

City of San Luis

Payment Register

From Payment Date: 5/27/2024 - To Payment Date: 5/31/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
5549	05/31/2024	Open			Accounts Payable	SOUTHWEST SANITATION SERVICES, LLC	$71.51		
5550	05/31/2024	Open			Accounts Payable	SPECTRUM BUSINESS	$409.08		
5551	05/31/2024	Open			Accounts Payable	STRONG, CAMERON, T	$2,560.00		
5552	05/31/2024	Open			Accounts Payable	THOMSON WEST PUBLISHING CO.	$430.18		
5553	05/31/2024	Open			Accounts Payable	ULINE, INC.	$1,487.15		
5554	05/31/2024	Open			Accounts Payable	UNITED LABORATORIES INC.	$2,811.24		
5555	05/31/2024	Open			Accounts Payable	VERIZON COMMUNICATIONS INC	$3,263.20		
5556	05/31/2024	Open			Accounts Payable	WAXIE SANITARY SUPPLY	$1,512.01		
5557	05/31/2024	Open			Accounts Payable	YEPEZ ENTERPRISES LLC	$6,503.82		
5558	05/31/2024	Open			Accounts Payable	YUMA AUTO REBUILDERS LLC	$4,128.96		
5559	05/31/2024	Open			Accounts Payable	YUMA NURSERY LLC	$4,082.21		
5560	05/31/2024	Open			Accounts Payable	YUMA SIGN MASTERS LLC	$175.63		
5561	05/31/2024	Open			Accounts Payable	YUMA WINNELSON CO.	$6,036.92		
5562	05/31/2024	Open			Accounts Payable	ZOLL MEDICAL CORP	$1,189.05		
Type EFT Totals:					53 Transactions		$787,409.13		

1BYPAYABLE - 1st BY Accounts Payable Totals

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	42	$271,716.15	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Stopped	0	$0.00	$0.00
	Total	42	$271,716.15	$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	53	$787,409.13	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Total	53	$787,409.13	$0.00

All	Status	Count	Transaction Amount	Reconciled Amount

City of San Luis

Payment Register

From Payment Date: 5/27/2024 - To Payment Date: 5/31/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source		Payee Name	Transaction Amount	Reconciled Amount	Difference
					Open	95	$1,059,125.28		$0.00	
					Reconciled	0	$0.00		$0.00	
					Voided	0	$0.00		$0.00	
					Stopped	0	$0.00		$0.00	
					Total	95	$1,059,125.28		$0.00	

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	42	$271,716.15	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Stopped	0	$0.00	$0.00
	Total	42	$271,716.15	$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	53	$787,409.13	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Total	53	$787,409.13	$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	95	$1,059,125.28	$0.00
	Reconciled	0	$0.00	$0.00
	Voided	0	$0.00	$0.00
	Stopped	0	$0.00	$0.00
	Total	95	$1,059,125.28	$0.00

Karla Plascencia

Digitally signed by: Karla Plascencia
DN: CN = Karla Plascencia email = kplascencia@sanluisaz.gov C = US O = City of San Luis OU = Finance
Date: 2024.06.06 10:49:32 -07'00'

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. A.**

Meeting Date: 06/12/2024

Department Head: Roula Encinas, Acting Director of Finance, Finance Department

Submitted By: Roula Encinas, Acting Director of Finance, Finance Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the acceptance and approval of the Tentative Budget for Fiscal Year 2024-2025. **(Roula Encinas, Acting Director of Finance)**

SUMMARY:

Pursuant to state statute, the City Council is required to adopt a tentative budget to set the maximum ceiling for expenditures. Prior to the final adoption of the Fiscal Year 2024-2025 budget, the City Council may reallocate expenditures and revenues among departments differently than set forth in the tentative budget and may decrease expenditures as well.

On 04/26/2024 and 04/27/2024, the Budget Retreat was held. The administrative staff has compiled the data from the council sessions for expected revenues and expenditures/expenses for the Fiscal Year 2024-2025. The tentative budget is now submitted for the City Council's consideration and acceptance.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE TENTATIVE BUDGET FOR THE FISCAL YEAR 2024-2025 AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	N/A
CITY/STATE/FEDERAL FUNDS:	N/A
TOTAL:	N/A
BUDGETED AMOUNT:	N/A
AVAILABLE AMOUNT TO TRANSFER:	N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	N/A

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

N/A

Attachments

Tentative Budget Presentation

Capital Budgeting FY 2024-2025

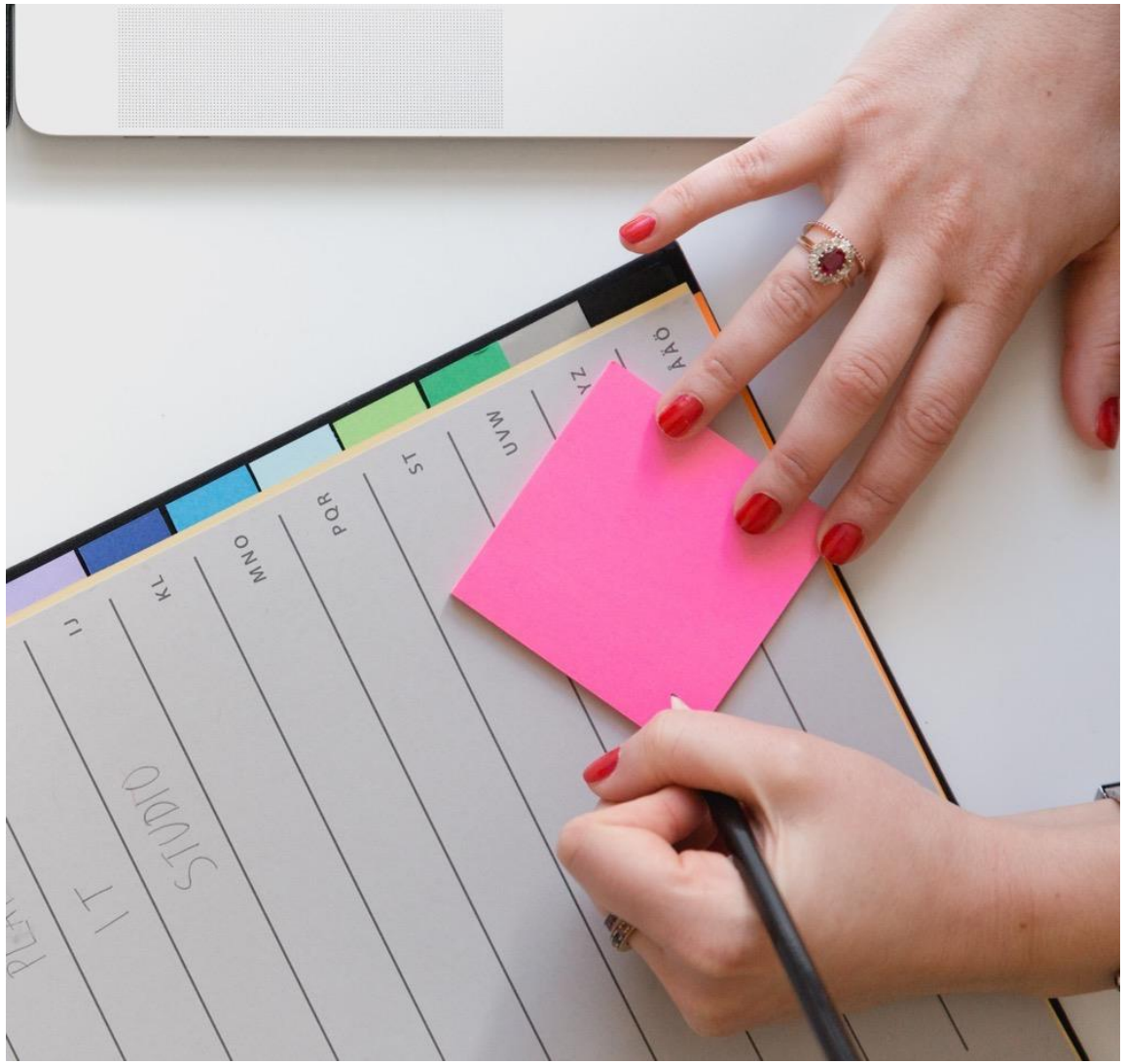
Tentative Budget FY2025 by Organization

City of San Luis, Arizona

Tentative Budget FY 2024-2025

June 12th, 2024

Budget FY2025



- City of San Luis is committed to prudent fiscal practices.
- We are excited about FY 2025 Budget.
- We have a balanced budget as required by statute.
- The gap between revenues and expenses is covered by positive fund balances.
- FY 2025 budget is $122.3 Million ($122,334,360)

City of San Luis

Summary Schedule of estimated revenues and expenditures/expenses

Fiscal year 2025

SCHEDULE A		Sch		Funds						
Fiscal Year				General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Enterprise Funds Available	Internal Service Funds	Total all funds
2024	Adopted/adjusted budgeted expenditures/expenses*	E	1	31,443,694	48,388,908	26,847,100	890,590	22,528,852	3,344,200	133,443,344
2024	Actual expenditures/expenses**	E	2	22,503,500	8,375,430	25,231,370	649,770	16,286,970	2,604,530	75,651,570
2025	Beginning fund balance/(deficit) or net position/(deficit) at July 1***		3	43,444,755	3,874,162	5,580,659	1,852,333	43,841,542	4,103,271	102,696,722
2025	Secondary property tax levy	B	5		973,200					973,200
2025	Estimated revenues other than property taxes	C	6	32,611,450	17,354,890	25,000,000	680,000	22,333,220	4,098,300	102,077,860
2025	Other financing sources	D	7	0	0	0	0	15,000,000	0	15,000,000
2025	Other financing (uses)	D	8	0	0	0	0	0	0	0
2025	Interfund transfers in	D	9	0	4,621,520	1,978,880	0	556,000	0	7,156,400
2025	Interfund Transfers (out)	D	10	5,499,310	1,407,090	0	250,000	0	0	7,156,400
2025	Line 11: Reduction for fund balance reserved for future budget year expenditures		11							
	Maintained for future debt retirement			36,100			112,100	3,063,680		3,211,880
	Maintained for future capital projects			26,203,835	970,732		1,570,133	33,707,062		62,451,762
	Maintained for future financial stability			14,527,830	1,942,930			7,195,780	2,049,150	25,715,690
										0
										0
2025	Total financial resources available		12	29,789,130	22,503,020	32,559,539	600,100	37,764,240	6,152,421	129,368,450
2025	Budgeted expenditures/expenses	E	13	29,789,130	22,503,020	26,978,880	600,100	38,364,930	4,098,300	122,334,360

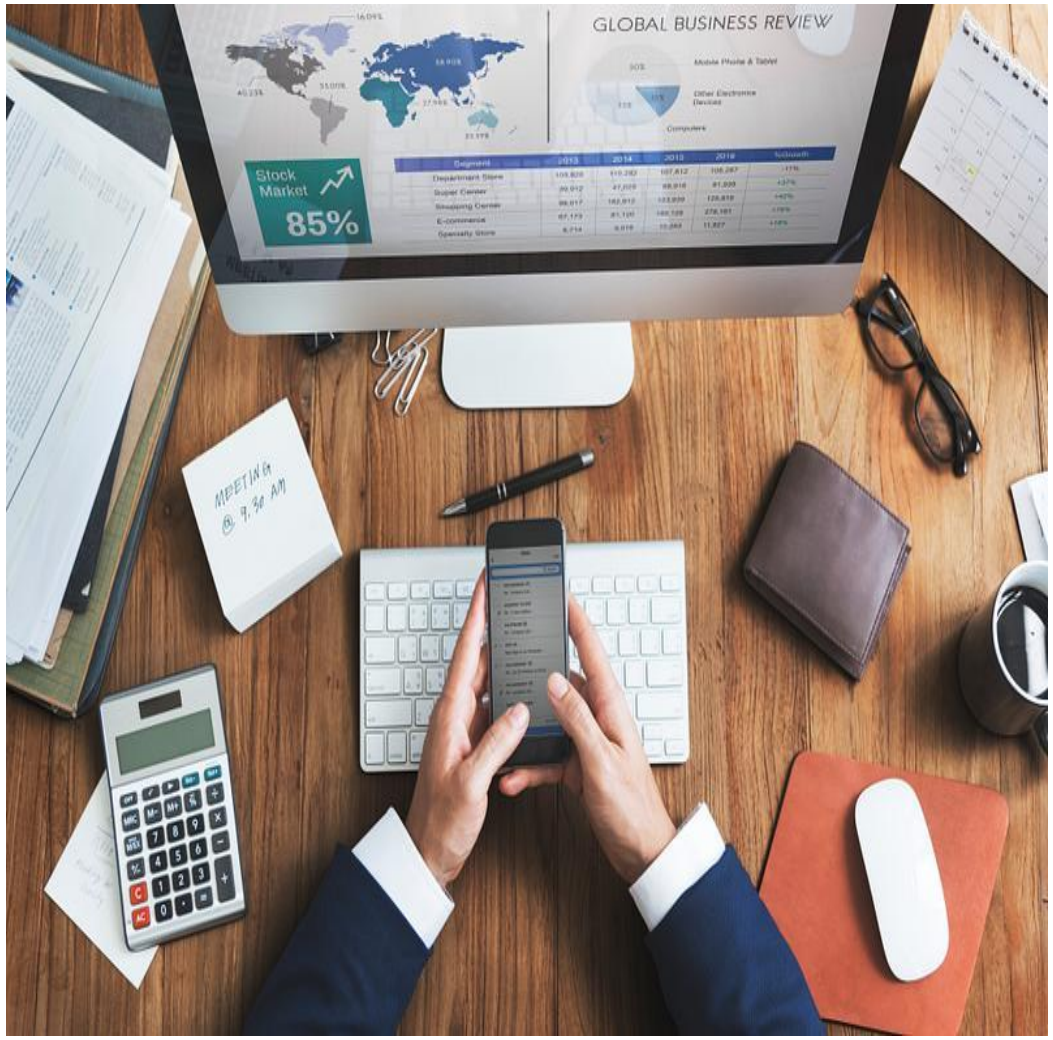
	Expenditure limitation comparison	2024	2025
1	Budgeted expenditures/expenses	$ 133,443,344	$ 122,334,360
2	Add/subtract: estimated net reconciling items		
3	Budgeted expenditures/expenses adjusted for reconciling items	133,443,344	122,334,360
4	Less: estimated exclusions	79,419,962	62,337,276
5	Amount subject to the expenditure limitation	$ 54,023,382	$ 59,997,084
6	EEC expenditure limitation	$ 55,028,022	$ 60,007,542

* Includes expenditure/expense adjustments approved in the current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent beginning fund balance/(deficit) or net position/(deficit) amounts except for nonspendable amounts (e.g., prepaids and inventories) or amounts legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

TENTATIVE BUDGET SUMMARY



Budget Revenues and Expenses Distribution by Fund FY 2025			
FUND	Revenues	Expenses	Balance Budget FY25
Ambulance Service	3,350,000	3,700,555	(350,555)
Assessment Districts	973,200	973,200	-
Business Center	1,156,000	1,156,000	-
Business Incubator	124,300	149,380	(25,080)
Debt Service Fund	1,978,880	1,978,880	-
Employee Benefit Trust	4,098,300	4,098,300	-
General Fund	32,611,450	35,288,440	(2,676,990)
Highway User Fund	7,480,060	8,443,060	(963,000)
Impact Fees	680,000	850,100	(170,100)
Judicial Collection Enhancement	77,500	77,500	-
SL Community Facilities District	2,500		2,500
SLDF-Detention Facility Corp	25,000,000	25,000,000	-
Solid Waste	2,406,000	2,614,155	(208,155)
Special Rev - Comm Development	11,435,270	11,435,270	-
Special Rev - Public Safety	2,981,080	2,981,080	-
Wastewater	21,300,000	12,605,710	8,694,290
Water	9,552,920	18,139,130	(8,586,210)
Grand Total	**$ 125,207,460**	**$ 129,490,760**	**$ (4,283,300)**

Personnel Budget $ 31.7 Million

- Includes:

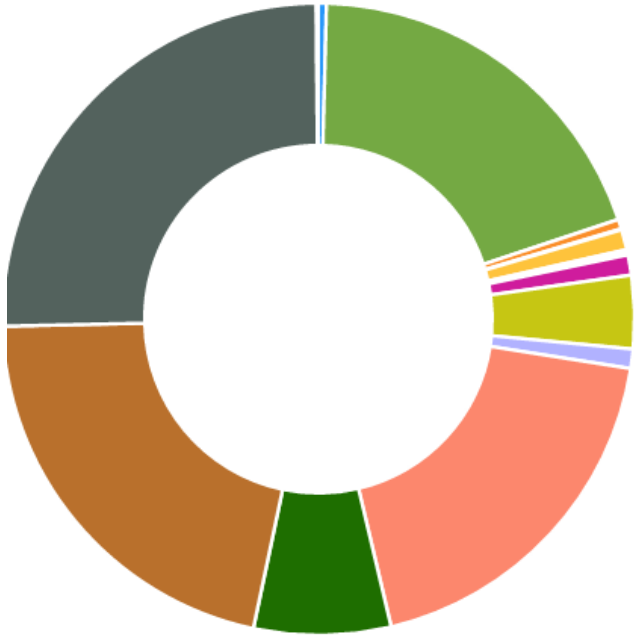
New Personnel Requests

Department	Job Position	Hourly Rate	Class	Tentative Budget Amount
City Administration	Office Assistant	14.35	103	44,290
Development Services	Office Assistant	14.35	103	44,290
Finance	Accounting Specialist	18.71	108	55,320
Fire	(3) Firefighers	22.02	200	197,300
Police	(3) Police Officers	24.22	201	172,950
Police	(2) Transift Enforcement Officer	16.34	106	98,650
Facilities	Building Maintenance Lead	20.02	109	60,040
Facilities	Custodian	14.80	103	46,470
PW Administration	Administrative Assistant	17.48	107	52,210
Engineering	Project Coordinator	20.02	109	58,640
Ambulance	(3) Firefighers	22.02	200	197,300
Water	Water Operator	19.00	107	57,330
Wastewater	WW Operator	19.00	107	57,320
Solidwaste	Heavy Equipment Operator	18.71	108	57,660
				$ 1,199,770

Salary Reclassifications / Adjustments

Department	Job Position	Hourly Rate	Class	Tentative Budget Amount
City Wide	Salary Implementation Maket Based			850,000
City Administration	Reclassification of PT Graphics & Media Specialist to FT	22.02	200	40,800
City Administration	Reclassification of Operations Coordinator to Administration Services Manager	32.85	204	-
City Administration	Reclassification of Video Production Spec to Multimedia Production & Operations Specialist	26.64	202	14,280
HR	Reclassification of the HR Coordinator to HR Generalist	24.22	201	9,750
HR	Reclassification of the HR Coordinator to HR Generalist	24.22	201	10,630
HR /Risk	Reclassification of the pay grade of the Risk Manager position from 203 to 204	32.23	204	1,510
HR /Risk	Reclassification of PT Office Assistant to FT Administrative Assistant	17.48	107	37,280
Police	Reclassification of the Administrator Coordinator to Accreditation Specialist	22.87	200	2,860
Engineering	Reclassification of the Engineering Tech to CIP Inspector or Senior Engineering Tech	26.64	202	8,450
Fleet	Reclassification of Office Assistant to Administrative Assistant	17.48	107	7,910
HURF	Reclassification of Heavy Equipment Operator to Senior Heavy	21.71	109	2,670
Fire	Paramedic Stipend Increase	0.50		28,740
Ambulance	Paramedic Stipend Increase	0.50		28,740
				$ 1,043,620

Total Capital Costs $ 38.5 Million



City Administration (0%)	$160,000.00
Economic Development (19%)	$7,508,740.00
Facilities (0%)	$190,400.00
Finance (0%)	$15,670.00
Fire Department (1%)	$400,000.00
Information Technology (0%)	$47,000.00
Municipal Pool (0%)	$55,000.00
Parks (1%)	$400,000.00
Police Department (4%)	$1,442,800.00
Solid Waste (1%)	$378,600.00
Streets (19%)	$7,252,790.00
Utility Billing & Collection (7%)	$2,700,000.00
Wastewater Operations (21%)	$8,229,000.00
Water Operation (25%)	$9,729,000.00
Youth Center (0%)	$40,000.00
TOTAL	**$38,549,000.00**

Thank You

City of San Luis
Capital Budgeting FY 2024-2025

Department /Request Title	Account ID	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	Total
City Administration									
East Wing City Hall Remodelation	100-999-90015	160,000							160,000
City Hall Building Expansion Design	100-999-90015		70,000	60,000					130,000
Total City Administration		**160,000**	**70,000**	**60,000**	**-**	**-**	**-**	**-**	**290,000**
Finance									
Advanced Scheduling software Implementation	100-999-90020	15,670							15,670
Total Finance		**15,670**	**-**	**-**	**-**	**-**	**-**	**-**	**15,670**
Development Services									
New Vehicle for New Code Enforcement Officer Position	100-999-90000		53,700						53,700
New GIS Vehicle	100-999-90000			53,700					53,700
Total Development Services		**-**	**53,700**	**53,700**	**-**	**-**	**-**	**-**	**107,400**
Economic Development									
Los Oros Street (CDBG-RA)	255-210-90010				1,000,000				1,000,000
Rancho Los Oros Phase 3 (CDBG-RA)	255-210-90010		1,000,000						1,000,000
Downtown Redevelopment Plan - Phase 3	255-135-90000				560,000	1,868,000			2,428,000
Merrill Avenue Phase II (CDBG-SSP)	255-210-90015.219	951,800							951,800
Merrill Avenue Phase I (CDBG-RA)	255-210-90015.217	1,421,890							1,421,890
Downtown Redevelopment Plan - Phase IV	255-135-90000			4,765,000					4,765,000
Downtown Redevelopment Plan - Phase II	255-135-90000			1,679,000	5,597,000				7,276,000
Downtown Drainage - 2nd Avenue	100-999-90015				654,000	943,000			1,597,000
Main Street Electric Vehicle Charging Stations	255-210-90010	30,000							30,000
Downtown Drainage - C Street and Archibald	255-210-90010	368,000	216,000	116,000					700,000
Highway 95 Water and Sewer Project - Phase I	300-302-90015	1,637,400							1,637,400
Economic Development Strategic Plan - Update	100-999-90000		180,000						180,000
Downtown Redevelopment Plan - Phase I	255-210-90010	1,699,000	5,663,000						7,362,000
Downtown Parking Lot (Temporary Structure)	100-999-90000	34,700							34,700
Downtown Drainage Land Acquisition	100-999-90015			368,000	116,000				484,000
Downtown Parking Lot Phase 1	255-210-90010	1,365,950	616,600	220,100					2,202,650
Total Economic Development		**7,508,740**	**7,675,600**	**7,148,100**	**7,927,000**	**2,811,000**	**-**	**-**	**33,070,440**
Parks									
Los Alamos Lighting	100-999-90015		58,780						58,780
Maintenance for Assessment Audits	100-999-90015		200,000	200,000	200,000	200,000	200,000		1,000,000
Dog Parks (East & West Side)	100-999-90000		63,290						63,290
Joe Oruduno Park - Park Restroom Replacement (Upgrade)	100-999-90005		377,170						377,170
East Community Park - Continuation Budget	806-144-90015; 100-999-90015	400,000	300,000	300,000	300,000	300,000	300,000		1,900,000
San Luis Veterans Memorial Park	100-999-90015; 806-144-90015						1,244,630		1,244,630
Total Parks		**400,000**	**999,240**	**500,000**	**500,000**	**500,000**	**1,744,630**	**-**	**4,643,870**

City of San Luis Capital Budgeting FY 2024-2025									
Department /Request Title	**Account ID**	**FY2025**	**FY2026**	**FY2027**	**FY2028**	**FY2029**	**FY2030**	**FY2031**	**Total**
Recreation									
Renovation of Recreation Department Indoor Restrooms	100-999-90005		127,990						127,990
Recreation Department Expansion Project - Continuation	100-999-90005			230,090					230,090
Total Recreation		**-**	**127,990**	**230,090**	**-**	**-**	**-**	**-**	**358,080**
Youth Center									
New Gym Equipment for Youth Center	100-999-90000	40,000							40,000
Total Youth Center		**40,000**	**-**	**-**	**-**	**-**	**-**	**-**	**40,000**
Municipal Pool									
Municipal Pool Repair & Renovation Project (Contd)	100-999-89000	55,000							55,000
Total Municipal Pool		**55,000**	**-**	**-**	**-**	**-**	**-**	**-**	**55,000**
Facilities									
FLOORING REPLACEMENT AT POLICE DEPARTMENT	100-999-89000						183,000		183,000
FLOORING REPLACEMENT AT FIRE DEPARTMENT	100-999-89000						79,000		79,000
FLOORING REPLACEMENT AT CITY HALL	100-999-89000						369,000		369,000
DUCT CLEANING FOR CITY HALL, POLICE & FIRE DEPARTMENT	100-999-89000	79,950							79,950
INSTALL NEW SIGNAGE FOR BUILDING	100-999-89000		22,700						22,700
ELECTRICAL AND PROXY WORK FOR CITY HALL, POLICE DEPARTMENT AND FIRE DEPARTMENT GATE DOORS	100-999-89000	21,000							21,000
ROOF REPAIR AT CITY HALL	100-999-89000		230,000						230,000
REFRIGERATION UNITS FOR VARIOUS BUILDINGS	100-999-89000	89,450	90,000	90,000	90,000	90,000	90,000		539,450
VCT YOUTH CENTER FLOOR REPLACEMENT	100-999-89000		17,290						17,290
VCT FLOORING FOR GYMNASIUM option #1	100-999-89000		11,530						11,530
Chevrolet Silverado	100-999-90000		45,000	45,000					90,000
Roof repair at Fire Department	100-999-89000		198,400						198,400
Roof repair at Police Department	100-999-89000		177,500						177,500
Total Facilities		**190,400**	**792,420**	**135,000**	**90,000**	**90,000**	**721,000**	**-**	**2,018,820**
FD Station 2									
Phase 2 of Fire Station #2	340-341-90015; 100-999-90015			1,500,000					1,500,000
Total FD Station 2		**-**	**-**	**1,500,000**	**-**	**-**	**-**	**-**	**1,500,000**
Fire Department									
Phoenix G2	100-999-90000		215,900						215,900
Engine Pumper	100-999-90000	400,000	400,000	400,000					1,200,000
Total Fire Department		**400,000**	**615,900**	**400,000**	**-**	**-**	**-**	**-**	**1,415,900**

City of San Luis Capital Budgeting FY 2024-2025									
Department /Request Title	**Account ID**	**FY2025**	**FY2026**	**FY2027**	**FY2028**	**FY2029**	**FY2030**	**FY2031**	**Total**
Police Department									
Police - Three line Message Sign Traffic Trailer (Solar)	806-181-90000	25,000							25,000
Police - Mobile Light Tower with Diesel Engine	806-181-90000	33,000							33,000
Police Direct Link Crisis Response Systems	806-181-90000	15,000							15,000
Police Equipment Border Security DEMA Grant	250-181-90000	1,369,800	14,500						1,384,300
Police Vehicles	100-999-90000		203,280	223,610	245,970	270,570	297,620		1,241,050
Commercial Block Wall Fence For Storage Lot	100-999-90005		70,610						70,610
Police Department #2 - East Station - Carry over funds from FY 2023 CIP plus additional funds to complete the project	806-181-90015				1,369,035	4,772,615	380,290		6,521,940
Total Police Department		**1,442,800**	**288,390**	**223,610**	**1,615,005**	**5,043,185**	**677,910**	**-**	**9,290,900**
Fleet Services									
Fleet Services Vehicle wash bay	100-999-90015		14,000						14,000
Total Fleet Services		**-**	**14,000**	**-**	**-**	**-**	**-**	**-**	**14,000**
Information Technology									
Monopole Tower Structure and Modular Data Center	100-999-90000		400,000						400,000
Network infrastructure replacement	100-999-90020	47,000	47,000						94,000
Total Information Technology		**47,000**	**447,000**	**-**	**-**	**-**	**-**	**-**	**494,000**
PW Administration									
New Public Works & HU Office Design and Construction	200-210-90015			2,411,600	2,500,000				4,911,600
Total PW Administration		**-**	**-**	**2,411,600**	**2,500,000**	**-**	**-**	**-**	**4,911,600**
Utility Billing & Collection									
AMI - Automated Metering Infrastructure	300-302-90015	2,700,000							2,700,000
Total Utility Billing & Collection		**2,700,000**	**-**	**-**	**-**	**-**	**-**	**-**	**2,700,000**

City of San Luis Capital Budgeting FY 2024-2025									
Department /Request Title	**Account ID**	**FY2025**	**FY2026**	**FY2027**	**FY2028**	**FY2029**	**FY2030**	**FY2031**	**Total**
Highway Users									
Cesar Chavez Boulevard Street Lights	200-860-90010	1,000,000							1,000,000
10th Ave Widening - Phase 1 (Construction)	200-210-90010; 200-860-90010	300,000	1,200,000						1,500,000
Ave B Shoulder Improvements	200-210-90015	75,610							75,610
GSA Project - Improvements on Urtuzuastegui Street	200-210-90010	359,000							359,000
10th Avenue & Los Alamos Curve Project	200-210-90010	79,230							79,230
US95 Co 201/2 St to Co 22nd St- Raised Median	200-210-90010		101,740						101,740
Co. 22nd and Sidewinder Road Traffic Signals	200-860-90010	220,000							220,000
Co. 22nd and 4th Ave Intersection Improvements and Traffic Signal	200-210-90015	1,125,000							1,125,000
Highway users additional vehicle, Concrete Crew	200-210-90000		54,000						54,000
Road Improvement, 5th Avenue and Kennedy Lane south and east cross gutters	200-210-90010	150,000							150,000
Co. 25th Street extension to Ave B	200-210-90010		50,000						50,000
Lakin Subsidence issue, road improvement	200-210-90010		50,000						50,000
Drainage Improvements, Beach Street and Escondido Street	200-210-90015		50,000						50,000
Drainage Improvements, Liberty Street and 7th Place	200-210-90015	94,950							94,950
Drainage Improvements, Cesar Chavez Blvd and Escondido Street	200-210-90015		50,000						50,000
Drainage Improvements, Mesa Street and Cesar Chavez Blvd	200-210-90015		50,000						50,000
6th Avenue Repaving - U Street to Cesar Chavez Blvd Roadway Project	200-210-90010			50,000	800,000				850,000
Main Street & B Street Intersection Improvements	200-210-90010	30,000	500,000						530,000
Co. 22nd St. between Sidewinder Rd. & Main St. Roadway Widening Design and Construction	200-210-90010			1,000,000	1,500,000				2,500,000
6th Avenue extension north, from Union Street to Co. 22nd Street Roadway Design	200-210-90010	150,000				1,897,000	1,897,000		3,944,000
Union Street and 4th Avenue intersection and Traffic Signal Improvements	200-210-90010	300,000	1,162,000						1,462,000
New Traffic Signal Ave E and Co 24th St and intersection widening	200-210-90015		100,000						100,000
Beautification Project, Urtuzuastegui Street Right of way	200-210-90015	40,000							40,000
Radio System Upgrade to YRCS	200-210-90000	79,000							79,000
John Deere 3025D compact tractor for Highway Users	200-210-90000		40,000						40,000
Reoccurring Pavement Preservation Program	200-210-89000	50,000	350,000	350,000	350,000	350,000	350,000		1,800,000
New Traffic Signal, Ave F and Co 24th St	200-210-90015					91,000	500,000		591,000
Ave F Street Widening Design (between Cesar Chavez Blvd and San Luis Lane) - Design, Bid, Construction	200-210-90010			990,000	1,000,000				1,990,000
Cesar Chavez Blvd. Project Match ADOT	255-021-90051.228	3,200,000							3,200,000
Total Highway Users		**7,252,790**	**3,757,740**	**2,390,000**	**3,650,000**	**2,338,000**	**2,747,000**	**-**	**22,135,530**

City of San Luis
Capital Budgeting FY 2024-2025

Department /Request Title	Account ID	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	Total
Water Operation									
Water Treatment process change, Sodium hypochlorite chlorination at four well sites	300-302-90000	75,000							75,000
Radio System Upgrade to YRCS - Water	300-302-90000	54,000							54,000
SCADA - Supervisory Control and Data Acquisition - Water	300-302-90000			610,000					610,000
Cesar Chavez Blvd Water Main Improvements	300-302-90015	600,000							600,000
Well Site #3 - Entire Electrical Upgrade and Repiping	300-302-90015		1,000,000						1,000,000
Water Storage Tank #7 (1MG) Rehabilitation Project	300-302-90015				500,000	200,000	1,300,000		2,000,000
Water Storage Tank #6 Rehabilitation Project	300-302-90015	800,000							800,000
New Water Main Loop - San Luis Lane and Avenue D	300-302-90015		220,000						220,000
Well Site 7 - New Groundwater Well and MTU	300-302-90015			200,000	1,750,000	1,550,000			3,500,000
Well Site 5 - New Million Gallon Storage Tank	300-302-90000						3,000,000		3,000,000
Well Site 7 - New 2 Million Gallons Storage Tank and Distribution Lines	300-302-90000; 300-860-90015	3,800,000							3,800,000
Abandon Well Sites 1 and 2	300-302-90015	100,000							100,000
Well Site 5, Well, MTU, Filters	300-302-90015; 255-021-90052.228	4,300,000							4,300,000
Total Water Operation		**9,729,000**	**1,220,000**	**810,000**	**2,250,000**	**1,750,000**	**4,300,000**	**-**	**20,059,000**
Wastewater Operations									
Cesar Chavez Blvd Wastewater Main Improvements	310-311-90015	600,000							600,000
Escondido Lift Station Relocation	310-311-90015	300,000							300,000
SCADA - Supervisory Control and Data Acquisition - Wastewater	310-311-90000	200,000	300,000	900,000					1,400,000
Radio System Upgrade to YRCS - Wastewater	310-311-90000	79,000							79,000
Lakin Lift Station Wet Well Rehabilitation	310-311-90015	100,000							100,000
East Wastewater Treatment Plant Improvements	255-021-90052.228	850,000							850,000
West Wastewater Treatment Plant Expansion Construction (Inc. Building & FM) - Construction and Design	310-311-90015.350; 310-860-90015; 310-311-90015; 255-021-90052.228	6,000,000	20,000,000						26,000,000
Sewer Manhole Repairs and Replacements and Carryover	310-311-89000	100,000	250,000	250,000	250,000	250,000	250,000		1,350,000
EWWTP Expansion Construction	310-311-90015						10,000,000		10,000,000
EWWTP Expansion Design	310-311-90015					500,000	500,000		1,000,000
Total Wastewater Operations		**8,229,000**	**20,550,000**	**1,150,000**	**250,000**	**750,000**	**10,750,000**	**-**	**41,679,000**
Solid Waste									
Radio System Upgrade to YRCS - Solid Waste	320-321-90000	39,000							39,000
Leased Solid Waste Side Truck purchase, Vin: 115823	320-321-90000	339,600							339,600
Solid Waste Truck Lease/Purchases	320-321-90000				130,000	400,000		530,000	1,060,000
Used Rear loader	320-321-90000			244,000					244,000
Total Solid Waste		**378,600**	**-**	**244,000**	**130,000**	**400,000**	**-**	**530,000**	**1,682,600**
Busines Center									
ACT Call Center & Senior Center Parking Lot Slurry	802-820-70025		50,000						50,000
Total Business Center		**-**	**50,000**	**-**	**-**	**-**	**-**	**-**	**50,000**
Total Departments		**$ 38,549,000**	**$ 36,661,980**	**$ 17,256,100**	**$ 18,912,005**	**$ 13,682,185**	**$ 20,940,540**	**$ 530,000**	**$ 146,531,810**

City of San Luis

Annual Budget by Organization Report

Summary

	2021 Actual Amount	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2025 Proposed Continuation Budget
Fund: 100 General Fund						
Revenue						
100 - General Fund	$25,074,678.70	$25,266,788.81	$31,597,737.45	$33,231,124.00	$33,231,124.00	$32,611,450.00
100-181 - General Fund,Police Department	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Revenue Totals	$25,074,678.70	$25,266,788.81	$31,597,737.45	$33,231,124.00	$33,231,124.00	$32,611,450.00
Expenditures						
100-110 - General Fund,City Council	$731,889.58	$784,208.42	$1,066,904.11	$1,550,500.00	$1,474,170.00	$1,300,110.00
100-115 - General Fund,City Administration	$342,781.12	$385,825.92	$365,679.32	$1,770,641.00	$752,951.00	$1,570,020.00
100-116 - General Fund,City Clerk	$250,551.12	$221,751.42	$252,196.51	$338,405.00	$374,655.00	$323,720.00
100-117 - General Fund,City Attorney	$252,099.36	$252,664.30	$312,581.21	$499,191.00	$499,191.00	$500,700.00
100-118 - General Fund,City Prosecutor	$296,508.82	$336,723.43	$346,472.55	$383,605.00	$416,225.00	$438,530.00
100-120 - General Fund,Finance	$438,461.05	$433,428.36	$531,496.74	$580,323.00	$616,573.00	$649,420.00
100-125 - General Fund,Human Resources	$266,782.90	$250,383.02	$384,927.38	$523,169.00	$523,169.00	$553,950.00
100-130 - General Fund,Development Services	$336,047.88	$406,442.67	$453,268.07	$572,540.00	$578,385.00	$689,220.00
100-131 - General Fund,Building Safety	$360,994.38	$469,807.02	$511,772.63	$635,915.00	$560,005.00	$599,540.00
100-135 - General Fund,Economic Development	$307,869.01	$385,158.38	$381,384.09	$514,169.00	$514,169.00	$508,350.00
100-140 - General Fund,Cultural Center	$245,646.99	$195,932.62	$230,945.61	$279,032.00	$279,032.00	$347,390.00
100-144 - General Fund,Parks	$1,379,703.04	$1,509,795.60	$1,483,039.41	$1,783,900.00	$1,771,900.00	$1,835,220.00
100-145 - General Fund,Recreation	$335,707.12	$372,806.45	$374,138.08	$545,100.00	$545,100.00	$707,780.00
100-146 - General Fund,Youth Center	$271,863.86	$245,466.06	$275,392.67	$330,810.00	$330,810.00	$338,490.00
100-147 - General Fund,Municipal Pool	$199,249.96	$242,584.42	$219,431.30	$259,035.00	$259,035.00	$203,510.00
100-149 - General Fund,Parks & Rec. Administration	$0.00	$291,899.02	$295,995.06	$384,425.00	$386,875.00	$451,680.00
100-150 - General Fund,Community Center	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
100-155 - General Fund,Senior Services	$222,632.41	$283,128.10	$327,195.49	$355,545.00	$389,605.00	$384,760.00
100-160 - General Fund,Municipal Court	$721,163.52	$705,609.04	$742,811.40	$952,735.00	$952,735.00	$1,017,440.00
100-181 - General Fund,Police Department	$3,958,386.98	$6,119,807.80	$6,593,129.46	$7,170,530.00	$7,672,220.00	$7,992,430.00
100-182 - General Fund,Fire Department	$2,258,420.85	$3,084,840.38	$3,321,963.77	$3,341,750.00	$3,537,470.00	$3,428,360.00
100-183 - General Fund,Fire Department East	$0.00	$0.00	$4,978.28	$797,540.00	$961,130.00	$1,185,760.00
100-710 - General Fund,Information Technology	$421,510.59	$576,807.75	$582,488.44	$773,548.00	$763,908.00	$942,500.00
100-720 - General Fund,Facilities	$437,193.10	$507,263.64	$567,504.84	$691,906.00	$741,376.00	$856,020.00
100-730 - General Fund,Fleet Services	$218,225.85	$221,362.15	$225,119.32	$249,084.00	$283,894.00	$262,940.00
100-740 - General Fund,Risk & Property Management	$232,047.13	$345,978.02	$442,493.50	$662,745.00	$662,745.00	$755,715.00
100-750 - General Fund,Billings & Collections	$25,027.31	$27,916.95	$30,996.61	$44,666.00	$63,276.00	$35,725.00
100-760 - General Fund,PW Administration	$0.00	$0.00	$151,411.54	$304,866.00	$304,866.00	$201,080.00

Annual Budget by Organization Report

Summary

	2021 Actual Amount	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2025 Proposed Continuation Budget
100-770 - General Fund,Engineering	$0.00	$0.00	$0.00	$0.00	$0.00	$426,450.00
100-999 - General Fund,Non Departmental	$2,240,623.63	$5,519,514.68	$10,086,120.76	$8,401,201.00	$11,094,606.00	$6,781,630.00
Revenue Totals:	$25,074,678.70	$25,266,788.81	$31,597,737.45	$33,231,124.00	$33,231,124.00	$32,611,450.00
Expenditure Totals	$16,751,387.56	$24,177,105.62	$30,561,838.15	$34,696,876.00	$37,310,076.00	$35,288,440.00
Fund Total: General Fund	$8,323,291.14	$1,089,683.19	$1,035,899.30	($1,465,752.00)	($4,078,952.00)	($2,676,990.00)
Fund: 200 Highway User Fund						
Revenue						
200-210 - Highway User Fund,Street Repairs & Maintenance	$3,843,660.40	$3,574,920.57	$5,719,425.29	$7,356,720.00	$7,356,720.00	$6,918,060.00
200-860 - Highway User Fund,Impact Fees	$0.00	$468,306.55	$431,600.07	$406,800.00	$406,800.00	$562,000.00
Revenue Totals	$3,843,660.40	$4,043,227.12	$6,151,025.36	$7,763,520.00	$7,763,520.00	$7,480,060.00
Expenditures						
200-210 - Highway User Fund,Street Repairs & Maintenance	$2,968,633.64	$3,573,130.80	$6,182,105.65	$7,356,720.00	$6,029,760.00	$6,918,060.00
200-860 - Highway User Fund,Impact Fees	$0.00	$1,050.00	$0.00	$72,535.00	$81,875.00	$1,525,000.00
Revenue Totals:	$3,843,660.40	$4,043,227.12	$6,151,025.36	$7,763,520.00	$7,763,520.00	$7,480,060.00
Expenditure Totals	$2,968,633.64	$3,574,180.80	$6,182,105.65	$7,429,255.00	$6,111,635.00	$8,443,060.00
Fund Total: Highway User Fund	$875,026.76	$469,046.32	($31,080.29)	$334,265.00	$1,651,885.00	($963,000.00)
Fund: 250 Special Rev - Public Safety						
Revenue						
250-020 - Special Rev - Public Safety,Cares ACT	$2,640,179.00	$0.00	$0.00	$0.00	$0.00	$0.00
250-135 - Special Rev - Public Safety,Economic Development	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
250-160 - Special Rev - Public Safety,Municipal Court	$4,180.00	$2,987.00	$0.00	$0.00	$0.00	$0.00
250-181 - Special Rev - Public Safety,Police Department	$692,711.07	$756,396.09	$1,054,958.72	$2,000,000.00	$2,000,000.00	$2,871,080.00
250-182 - Special Rev - Public Safety,Fire Department	$16,693.52	$109,058.80	$129,574.25	$110,000.00	$110,000.00	$110,000.00
Revenue Totals	$3,353,763.59	$868,441.89	$1,184,532.97	$2,110,000.00	$2,110,000.00	$2,981,080.00
Expenditures						
250-020 - Special Rev - Public Safety,Cares ACT	$2,640,179.00	$0.00	$0.00	$0.00	$0.00	$0.00
250-135 - Special Rev - Public Safety,Economic Development	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
250-160 - Special Rev - Public Safety,Municipal Court	$4,179.22	$2,987.00	$0.00	$0.00	$0.00	$0.00
250-181 - Special Rev - Public Safety,Police Department	$721,970.17	$554,910.82	$1,059,682.33	$1,905,880.00	$1,905,880.00	$2,871,080.00

Annual Budget by Organization Report

Summary

	2021 Actual Amount	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2025 Proposed Continuation Budget
250-182 - Special Rev - Public Safety,Fire Department	$0.00	$0.00	$96,101.99	$204,120.00	$204,120.00	$110,000.00
Revenue Totals:	$3,353,763.59	$868,441.89	$1,184,532.97	$2,110,000.00	$2,110,000.00	$2,981,080.00
Expenditure Totals	$3,366,328.39	$557,897.82	$1,155,784.32	$2,110,000.00	$2,110,000.00	$2,981,080.00
Fund Total: Special Rev - Public Safety	($12,564.80)	$310,544.07	$28,748.65	$0.00	$0.00	$0.00
Fund: 255 Special Rev - Comm Development						
Revenue						
255-019 - Special Rev - Comm Development,Covid-19 -FEMA'S PA program	$49,759.67	$0.00	$6,692.88	$0.00	$0.00	$0.00
255-021 - Special Rev - Comm Development,ARPA	$0.00	$516,120.75	$2,037,679.37	$4,890,303.00	$4,890,303.00	$5,465,000.00
255-130 - Special Rev - Comm Development,Development Services	$35,000.00	$0.00	$0.00	$0.00	$0.00	$0.00
255-135 - Special Rev - Comm Development,Economic Development	$642,691.09	$0.00	$0.00	$0.00	$0.00	$0.00
255-144 - Special Rev - Comm Development,Parks	$1,000.00	$0.00	$9,628.11	$0.00	$0.00	$0.00
255-146 - Special Rev - Comm Development,Youth Center	$30,100.00	$22,230.00	$31,695.00	$0.00	$0.00	$25,000.00
255-155 - Special Rev - Comm Development,Senior Services	$55,817.00	$109,402.14	$107,223.66	$129,140.00	$129,140.00	$108,630.00
255-210 - Special Rev - Comm Development,Street Repairs & Maintenance	$25,992.25	$673,252.48	$5,544,270.48	$35,823,080.00	$35,823,080.00	$5,836,640.00
255-710 - Special Rev - Comm Development,Information Technology	$0.00	$6,730.71	$0.00	$0.00	$0.00	$0.00
Revenue Totals	$840,360.01	$1,327,736.08	$7,737,189.50	$40,842,523.00	$40,842,523.00	$11,435,270.00
Expenditures						
255-019 - Special Rev - Comm Development,Covid-19 -FEMA'S PA program	$90,573.03	$0.00	$0.00	$0.00	$0.00	$0.00
255-021 - Special Rev - Comm Development,ARPA	$0.00	$516,120.75	$2,037,679.37	$4,890,303.00	$4,873,203.00	$5,465,000.00
255-130 - Special Rev - Comm Development,Development Services	$34,889.79	$0.00	$0.00	$0.00	$0.00	$0.00
255-135 - Special Rev - Comm Development,Economic Development	$642,691.09	$0.00	$0.00	$0.00	$0.00	$0.00
255-144 - Special Rev - Comm Development,Parks	$0.00	$0.00	$2,286.36	$0.00	$0.00	$0.00

Annual Budget by Organization Report

Summary

	2021 Actual Amount	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2025 Proposed Continuation Budget
255-146 - Special Rev - Comm Development,Youth Center	$30,100.00	$22,230.00	$31,695.00	$0.00	$0.00	$25,000.00
255-155 - Special Rev - Comm Development,Senior Services	$65,018.00	$100,375.72	$121,940.07	$129,140.00	$129,140.00	$108,630.00
255-210 - Special Rev - Comm Development,Street Repairs & Maintenance	$0.00	$188,409.47	$5,787,717.07	$35,823,080.00	$35,497,880.00	$5,836,640.00
255-710 - Special Rev - Comm Development,Information Technology	$0.00	$6,730.71	$0.00	$0.00	$0.00	$0.00
Revenue Totals:	$840,360.01	$1,327,736.08	$7,737,189.50	$40,842,523.00	$40,842,523.00	$11,435,270.00
Expenditure Totals	$863,271.91	$833,866.65	$7,981,317.87	$40,842,523.00	$40,500,223.00	$11,435,270.00
Fund Total: Special Rev - Comm Development	($22,911.90)	$493,869.43	($244,128.37)	$0.00	$342,300.00	$0.00
Fund: 260 Judicial Collection Enhancement						
Revenue						
260-261 - Judicial Collection Enhancement,JCEF Collection	$6,124.99	$6,559.20	$6,994.83	$6,200.00	$6,200.00	$7,500.00
260-262 - Judicial Collection Enhancement,San Luis Court Enhancement	$33,937.78	$40,249.54	$46,670.75	$36,000.00	$36,000.00	$48,000.00
260-263 - Judicial Collection Enhancement,Fill the Gap	$2,941.04	$2,243.44	$2,637.10	$2,500.00	$2,500.00	$2,500.00
260-264 - Judicial Collection Enhancement,Default Fees	$27,454.61	$20,161.38	$20,896.03	$21,000.00	$21,000.00	$16,000.00
260-265 - Judicial Collection Enhancement,Warrant Fees	$13,626.81	$7,270.22	$6,130.98	$6,600.00	$6,600.00	$3,500.00
260-266 - Judicial Collection Enhancement,San Luis Municipal Court Fare	$494.04	$446.04	$0.00	$900.00	$900.00	$0.00
260-268 - Judicial Collection Enhancement,Probation Fees	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Revenue Totals	$84,579.27	$76,929.82	$83,329.69	$73,200.00	$73,200.00	$77,500.00
Expenditures						
260-261 - Judicial Collection Enhancement,JCEF Collection	$14,400.00	$19,175.00	$0.00	$15,000.00	$15,000.00	$7,500.00
260-262 - Judicial Collection Enhancement,San Luis Court Enhancement	$29,881.37	$22,060.00	$22,600.00	$25,000.00	$25,000.00	$48,000.00
260-263 - Judicial Collection Enhancement,Fill the Gap	$10,000.00	$0.00	$0.00	$0.00	$0.00	$2,500.00
260-264 - Judicial Collection Enhancement,Default Fees	$20,000.00	$30,631.25	$37,480.00	$40,000.00	$40,000.00	$16,000.00

Annual Budget by Organization Report

Summary

	2021 Actual Amount	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2025 Proposed Continuation Budget
260-265 - Judicial Collection Enhancement,Warrant Fees	$0.00	$0.00	$0.00	$0.00	$0.00	$3,500.00
260-266 - Judicial Collection Enhancement,San Luis Municipal Court Fare	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
260-268 - Judicial Collection Enhancement,Probation Fees	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Revenue Totals:	$84,579.27	$76,929.82	$83,329.69	$73,200.00	$73,200.00	$77,500.00
Expenditure Totals	$74,281.37	$71,866.25	$60,080.00	$80,000.00	$80,000.00	$77,500.00
Fund Total: Judicial Collection Enhancement	$10,297.90	$5,063.57	$23,249.69	($6,800.00)	($6,800.00)	$0.00
Fund: 280 Employee Benefit Trust						
Revenue						
280-281 - Employee Benefit Trust,Employee Benefit Trust	$2,915,066.13	$2,966,618.13	$3,022,284.24	$3,344,200.00	$3,344,200.00	$4,098,300.00
Revenue Totals	$2,915,066.13	$2,966,618.13	$3,022,284.24	$3,344,200.00	$3,344,200.00	$4,098,300.00
Expenditures						
280-281 - Employee Benefit Trust,Employee Benefit Trust	$2,541,140.39	$3,474,598.90	$3,098,519.49	$3,344,200.00	$3,344,200.00	$4,098,300.00
Revenue Totals:	$2,915,066.13	$2,966,618.13	$3,022,284.24	$3,344,200.00	$3,344,200.00	$4,098,300.00
Expenditure Totals	$2,541,140.39	$3,474,598.90	$3,098,519.49	$3,344,200.00	$3,344,200.00	$4,098,300.00
Fund Total: Employee Benefit Trust	$373,925.74	($507,980.77)	($76,235.25)	$0.00	$0.00	$0.00
Fund: 290 SL Community Facilities District						
Revenue						
290-291 - SL Community Facilities District,SL Community Facilities District	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00
Revenue Totals	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00
Revenue Totals:	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00
Fund Total: SL Community Facilities District	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00	$2,500.00
Fund: 300 Water						
Revenue						
300-302 - Water,Water Operation	$6,665,793.26	$4,745,474.26	$6,164,803.34	$5,545,381.00	$5,545,381.00	$9,374,920.00
300-860 - Water,Impact Fees	$0.00	$120,312.00	$136,583.00	$131,700.00	$131,700.00	$178,000.00
Revenue Totals	$6,665,793.26	$4,865,786.26	$6,301,386.34	$5,677,081.00	$5,677,081.00	$9,552,920.00

Annual Budget by Organization Report

Summary

	2021 Actual Amount	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2025 Proposed Continuation Budget
Expenditures						
300-301 - Water,Utility Billing & Collection	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
300-302 - Water,Water Operation	$3,444,779.75	$3,476,625.80	$3,785,575.56	$10,804,332.00	$8,282,162.00	$17,834,130.00
300-860 - Water,Impact Fees	$0.00	$0.00	$0.00	$0.00	$9,340.00	$305,000.00
Revenue Totals:	$6,665,793.26	$4,865,786.26	$6,301,386.34	$5,677,081.00	$5,677,081.00	$9,552,920.00
Expenditure Totals	$3,444,779.75	$3,476,625.80	$3,785,575.56	$10,804,332.00	$8,291,502.00	$18,139,130.00
Fund Total: Water	$3,221,013.51	$1,389,160.46	$2,515,810.78	($5,127,251.00)	($2,614,421.00)	($8,586,210.00)
Fund: 310 Wastewater						
Revenue						
310-311 - Wastewater,Operations	$5,543,372.75	$4,281,597.16	$6,148,566.72	$5,238,978.00	$5,238,978.00	$21,000,000.00
310-860 - Wastewater,Impact Fees	$0.00	$202,448.00	$229,823.00	$201,100.00	$201,100.00	$300,000.00
Revenue Totals	$5,543,372.75	$4,484,045.16	$6,378,389.72	$5,440,078.00	$5,440,078.00	$21,300,000.00
Expenditures						
310-311 - Wastewater,Operations	$4,011,000.64	$4,534,568.37	$4,448,486.25	$5,791,960.00	$6,708,460.00	$11,405,710.00
310-860 - Wastewater,Impact Fees	$0.00	$0.00	$375,185.00	$0.00	$9,340.00	$1,200,000.00
Revenue Totals:	$5,543,372.75	$4,484,045.16	$6,378,389.72	$5,440,078.00	$5,440,078.00	$21,300,000.00
Expenditure Totals	$4,011,000.64	$4,534,568.37	$4,823,671.25	$5,791,960.00	$6,717,800.00	$12,605,710.00
Fund Total: Wastewater	$1,532,372.11	($50,523.21)	$1,554,718.47	($351,882.00)	($1,277,722.00)	$8,694,290.00
Fund: 320 Solid Waste						
Revenue						
320-321 - Solid Waste,Operations	$1,579,493.01	$1,640,762.78	$1,715,316.21	$2,004,609.00	$2,004,609.00	$2,406,000.00
Revenue Totals	$1,579,493.01	$1,640,762.78	$1,715,316.21	$2,004,609.00	$2,004,609.00	$2,406,000.00
Expenditures						
320-321 - Solid Waste,Operations	$1,525,524.52	$1,481,784.08	$1,858,035.12	$2,321,191.00	$2,715,191.00	$2,614,155.00
Revenue Totals:	$1,579,493.01	$1,640,762.78	$1,715,316.21	$2,004,609.00	$2,004,609.00	$2,406,000.00
Expenditure Totals	$1,525,524.52	$1,481,784.08	$1,858,035.12	$2,321,191.00	$2,715,191.00	$2,614,155.00
Fund Total: Solid Waste	$53,968.49	$158,978.70	($142,718.91)	($316,582.00)	($710,582.00)	($208,155.00)
Fund: 330 Business Incubator						
Revenue						
330-331 - Business Incubator,BI	$43,843.44	$90,076.27	$107,250.40	$124,169.00	$124,169.00	$124,300.00
Revenue Totals	$43,843.44	$90,076.27	$107,250.40	$124,169.00	$124,169.00	$124,300.00

Annual Budget by Organization Report

Summary

	2021 Actual Amount	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2025 Proposed Continuation Budget
Expenditures						
330-331 - Business Incubator,BI	$189,964.97	$183,738.91	$143,149.50	$133,575.00	$135,405.00	$149,380.00
Revenue Totals:	$43,843.44	$90,076.27	$107,250.40	$124,169.00	$124,169.00	$124,300.00
Expenditure Totals	$189,964.97	$183,738.91	$143,149.50	$133,575.00	$135,405.00	$149,380.00
Fund Total: Business Incubator	($146,121.53)	($93,662.64)	($35,899.10)	($9,406.00)	($11,236.00)	($25,080.00)
Fund: 340 Ambulance Service						
Revenue						
340-341 - Ambulance Service,AS	$2,709,874.47	$2,429,823.66	$2,529,250.80	$3,350,000.00	$3,350,000.00	$3,350,000.00
Revenue Totals	$2,709,874.47	$2,429,823.66	$2,529,250.80	$3,350,000.00	$3,350,000.00	$3,350,000.00
Expenditures						
340-341 - Ambulance Service,AS	$2,426,624.80	$2,444,187.89	$2,880,973.14	$3,410,467.00	$3,455,227.00	$3,700,555.00
Revenue Totals:	$2,709,874.47	$2,429,823.66	$2,529,250.80	$3,350,000.00	$3,350,000.00	$3,350,000.00
Expenditure Totals	$2,426,624.80	$2,444,187.89	$2,880,973.14	$3,410,467.00	$3,455,227.00	$3,700,555.00
Fund Total: Ambulance Service	$283,249.67	($14,364.23)	($351,722.34)	($60,467.00)	($105,227.00)	($350,555.00)
Fund: 802 Business Center						
Revenue						
802-820 - Business Center,BC	$600,126.88	$633,713.20	$624,419.91	$1,212,976.00	$1,212,976.00	$1,156,000.00
Revenue Totals	$600,126.88	$633,713.20	$624,419.91	$1,212,976.00	$1,212,976.00	$1,156,000.00
Expenditures						
802-820 - Business Center,BC	$651,826.85	$652,572.76	$624,742.81	$1,214,727.00	$1,214,727.00	$1,156,000.00
Revenue Totals:	$600,126.88	$633,713.20	$624,419.91	$1,212,976.00	$1,212,976.00	$1,156,000.00
Expenditure Totals	$651,826.85	$652,572.76	$624,742.81	$1,214,727.00	$1,214,727.00	$1,156,000.00
Fund Total: Business Center	($51,699.97)	($18,859.56)	($322.90)	($1,751.00)	($1,751.00)	$0.00
Fund: 803 SLDF-Detention Facility Corp						
Revenue						
803-830 - SLDF-Detention Facility Corp,SLDF - BS 2005	$23,028,148.75	$25,266,135.29	$27,079,067.23	$25,100,000.00	$25,100,000.00	$25,000,000.00
Revenue Totals	$23,028,148.75	$25,266,135.29	$27,079,067.23	$25,100,000.00	$25,100,000.00	$25,000,000.00

Annual Budget by Organization Report

Summary

	2021 Actual Amount	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2025 Proposed Continuation Budget
Expenditures						
803-830 - SLDF-Detention Facility Corp,SLDF - BS 2005	$19,562,715.49	$22,367,540.51	$24,705,971.33	$25,100,000.00	$25,100,000.00	$25,000,000.00
Revenue Totals:	$23,028,148.75	$25,266,135.29	$27,079,067.23	$25,100,000.00	$25,100,000.00	$25,000,000.00
Expenditure Totals	$19,562,715.49	$22,367,540.51	$24,705,971.33	$25,100,000.00	$25,100,000.00	$25,000,000.00
Fund Total: SLDF-Detention Facility Corp	$3,465,433.26	$2,898,594.78	$2,373,095.90	$0.00	$0.00	$0.00
Fund: 804 Debt Service Fund						
Revenue						
804-840 - Debt Service Fund,Debt Service	$9,395,677.94	$1,646,208.46	$1,765,181.48	$1,747,100.00	$1,747,100.00	$1,978,880.00
Revenue Totals	$9,395,677.94	$1,646,208.46	$1,765,181.48	$1,747,100.00	$1,747,100.00	$1,978,880.00
Expenditures						
804-840 - Debt Service Fund,Debt Service	$9,060,530.53	$1,646,208.46	$1,765,181.62	$1,747,100.00	$1,747,100.00	$1,978,880.00
Revenue Totals:	$9,395,677.94	$1,646,208.46	$1,765,181.48	$1,747,100.00	$1,747,100.00	$1,978,880.00
Expenditure Totals	$9,060,530.53	$1,646,208.46	$1,765,181.62	$1,747,100.00	$1,747,100.00	$1,978,880.00
Fund Total: Debt Service Fund	$335,147.41	$0.00	($0.14)	$0.00	$0.00	$0.00
Fund: 806 Impact Fees						
Revenue						
806-115 - Impact Fees,City Administration	$0.00	$96,456.28	$87,132.50	$96,000.00	$96,000.00	$100,000.00
806-144 - Impact Fees,Parks	$0.00	$201,188.25	$225,445.49	$198,000.00	$198,000.00	$248,000.00
806-181 - Impact Fees,Police Department	$0.00	$135,554.75	$155,242.83	$134,000.00	$134,000.00	$147,000.00
806-182 - Impact Fees,Fire Department	$0.00	$175,900.76	$174,230.39	$175,000.00	$175,000.00	$185,000.00
806-860 - Impact Fees,Impact Fees	$1,379,012.41	$0.00	$0.00	$0.00	$0.00	$0.00
Revenue Totals	$1,379,012.41	$609,100.04	$642,051.21	$603,000.00	$603,000.00	$680,000.00
Expenditures						
806-115 - Impact Fees,City Administration	$0.00	$180,000.00	$150,000.00	$0.00	$0.00	$0.00
806-144 - Impact Fees,Parks	$0.00	$742,286.87	$174,932.26	$667,470.00	$676,810.00	$517,100.00
806-181 - Impact Fees,Police Department	$0.00	$21,051.00	$44,384.00	$0.00	$92,440.00	$328,000.00
806-182 - Impact Fees,Fire Department	$0.00	$49,491.79	$782,050.86	$29,000.00	$121,340.00	$5,000.00
806-860 - Impact Fees,Impact Fees	$1,654,692.77	$0.00	$0.00	$0.00	$0.00	$0.00
Revenue Totals:	$1,379,012.41	$609,100.04	$642,051.21	$603,000.00	$603,000.00	$680,000.00
Expenditure Totals	$1,654,692.77	$992,829.66	$1,151,367.12	$696,470.00	$890,590.00	$850,100.00
Fund Total: Impact Fees	($275,680.36)	($383,729.62)	($509,315.91)	($93,470.00)	($287,590.00)	($170,100.00)

City of San Luis

Annual Budget by Organization Report

Summary

	2021 Actual Amount	2022 Actual Amount	2023 Actual Amount	2024 Adopted Budget	2024 Amended Budget	2025 Proposed Continuation Budget
Fund: 808 Assessment Districts						
Revenue						
808-880 - Assessment Districts,Assessment Districts	$488,533.15	$584,631.93	$640,223.59	$826,270.00	$826,270.00	$973,200.00
Revenue Totals	$488,533.15	$584,631.93	$640,223.59	$826,270.00	$826,270.00	$973,200.00
Expenditures						
808-880 - Assessment Districts,Assessment Districts	$446,289.90	$490,978.89	$517,006.91	$826,270.00	$826,270.00	$973,200.00
Revenue Totals:	$488,533.15	$584,631.93	$640,223.59	$826,270.00	$826,270.00	$973,200.00
Expenditure Totals	$446,289.90	$490,978.89	$517,006.91	$826,270.00	$826,270.00	$973,200.00
Fund Total: Assessment Districts	$42,243.25	$93,653.04	$123,216.68	$0.00	$0.00	$0.00
Revenue Grand Totals:	$87,548,484.16	$76,802,524.90	$97,561,136.10	$133,452,350.00	$133,452,350.00	$125,207,460.00
Expenditure Grand Totals:	$69,538,993.48	$70,960,551.37	$91,295,319.84	$140,548,946.00	$140,549,946.00	$129,490,760.00
Net Grand Totals:	$18,009,490.68	$5,841,973.53	$6,265,816.26	($7,096,596.00)	($7,097,596.00)	($4,283,300.00)

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. B.**

Meeting Date: 06/12/2024

Department Head: Jenny Torres, Acting City Manager, Administration

Submitted By: Olivia Jenkins, Operations Coordinator, Administration

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the Mayor and Council of the City of San Luis, Arizona approving a contract with Gadsden Elementary School District for its Marching Band's trip to London to perform in the 2025 New Year's Day Parade. **(Olivia Jenkins, Operations Coordinator)**

SUMMARY:

The Gadsden Elementary School District No. 32 was visited last November by representatives from London, England, to formally invite the Gadsden Elementary School District Marching Band to participate in London's New Year's Parade on January 1, 2025. The Marching Band consists of 100 students from 4th through 8th grade. Students with their parents are soliciting donations and support in their effort to raise funds to cover airfare, lodging, meals, and transportation for this trip. The students and a parent committee are working on several fundraising events to help with the trip-related costs.

During the Council Meeting held on February 28, 2024, Gadsden School District No. 32 parents and teachers made a presentation to solicit the city's support. The same as before, this invitation would allow the Marching Band to participate for a second time in London. In order for council to proceed, this matter is being presented for discussion and to provide direction to staff regarding the matter of the request made by the Marching Band.

The council's budget did not include this expense in FY 23-24 or FY 24-25 budget. In a previous contribution to the marching band for their trip to Rome, the city created a resolution for the purpose of supporting the Marching Band students who are residents of San Luis, Arizona. The city's contribution specified that it be divided equally among the said Marching Band students who are San Luis, Arizona residents. The purpose of supporting students with their costs for travel expenses is to provide students with the opportunity to be part of educational and historical tours that will allow them to engage and learn about London's history as well as learn from the experience of performing in a prestigious parade. The IGA is for $5,000.00.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE CONTRIBUTION TO THE GADSDEN SCHOOL DISTRICT NO. 32 MARCHING BAND IN THE AMOUNT OF $5,000.

Fiscal Impact

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

TOTAL:	$5,000.00
BUDGETED AMOUNT:	$0.00
AVAILABLE AMOUNT TO TRANSFER:	$0.00
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	Contractual Services 100-110-80000/$54,425.17

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

No transfer required.

Attachments

IGA with GESD

GESD No. 32 Marching Band

AGREEMENT

This intergovernmental agreement ("Agreement") is made this _____ day of June 2024. This Agreement is between:

Gadsden Elementary School District No. 32 1350 E. Cesar Chavez Blvd. San Luis, Arizona P.O. Box 6870 (Mailing Address) Yuma, Arizona 85349 an Arizona school and political subdivision ("GESD")	The City of San Luis City Hall 1090 East Union Street San Luis, Arizona P.O. Box 1170 (Mailing Address) San Luis, Arizona 85349 an Arizona municipal corporation ("City")

Gadsden Elementary School District (GESD) and the City may be referred to singularly as the "Party" and collectively as the "Parties."

In consideration of the mutual benefits and obligations in this Agreement, the Parties agree:

SECTION ONE. - GESD DUTIES

GESD shall use the City funds under this agreement solely for the GESD Marching Band ("GESD MARCHING BAND") for its trip to London and representation of San Luis, Arizona, in the 2025 New Year's Day Parade in London. GESD shall ensure that GESD MARCHING BAND uses the funds to defray the expenses of the trip to London.

SECTION TWO. - BOOKS, RECORDS, AND REPORTS

A. GESD shall keep accurate and current books showing disbursements and the purpose of disbursements and retain all receipts to account for the City's funds. Such books shall be kept in a place convenient for the City, and the City shall have access to and the right to examine such books at any and all reasonable times.

B. The GESD shall promote the City of San Luis during their visit to London, and they will present a video or slide show with photographs of the trip as a report to the City Council at its regular meeting on March 10, 2025.

SECTION THREE. - CITY'S DUTIES

City shall pay GESD $5,000.00 solely for the purposes described in SECTION ONE above. The City shall pay upon GESD invoice, submitted to the attention of "San Luis Administration" to the Post Office Box in the first paragraph of this Agreement.

SECTION FOUR. - MUTUAL INDEMNIFICATION

A. To the fullest extent permitted by law, each Party (as "Indemnitor") agrees to defend, indemnify, and hold harmless the other Party and its officers, officials, employees, agents (collectively "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims that result in liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers.

B. This indemnification provision shall survive the expiration or termination of this Agreement. Each Party shall name the other and its officers, officials, agents, and employees as additional insureds with respect to liability arising out of the activities performed by the indemnifying Party or its officers, officials, agents, and employees.

SECTION FIVE. - TERMINATION

Should the GESD Marching Band for any reason not travel to London for the 2025 New Year's Day Parade, the GESD Marching Band will return the $5,000.00 to the City of San Luis within ten days with written notice to the address listed in the first paragraph.

SECTION SIX. - MISCELLANEOUS PROVISIONS

A. Notices. Notice required in this Agreement shall be in writing and delivered personally to the other Party or sent by any commercially reasonable means of receipted delivery addressed to that Party at the address most recently provided in writing. Either Party may change the address to which notice is to be sent by written notice to the other under any provision of this paragraph.

B. No Waiver. No delay in exercising any right or remedy shall constitute a waiver thereof. No waiver by the Parties of the breach of any provision of this Agreement shall be construed as a waiver of any preceding or succeeding breach of the same or any other provision of this Agreement. No waiver and no modification shall be effective unless it is in writing and signed by the Parties and then only to the extent expressly set forth in such writing.

C. Amendment. Neither Party shall change or add to this Agreement except by written amendment executed by the Parties.

D. Severability. If any provision of this Agreement is declared void or unenforceable by a court of competent jurisdiction or by operation of legislation, such provision shall be severed from this Agreement. The remainder of this Agreement will not be affected by that invalidity or unenforceability. Each remaining provision of this Agreement will be valid and enforced to the extent permitted by the law.

E. Governing law. The laws of Arizona shall govern the interpretation and enforcement of this Agreement.

F. Venue. Venue for any action commenced in connection with this Agreement shall be proper only in a court of competent jurisdiction in Yuma County, Arizona. In such legal action, the Parties shall waive any right to object to such venue. Nothing in this paragraph shall be deemed to have authorized the bringing of any legal action in a court without jurisdiction to adjudicate it.

G. Attorney Fees and Costs. If either Party finds it necessary to bring any action at law, arbitration, or other proceedings against the other Party to enforce any of the terms, covenants, or conditions in this Agreement to the fullest extent permitted by law, the non-prevailing Party shall pay all reasonable costs, reasonable financial services fees, and reasonable attorney's fees. If the prevailing Party secures a judgment, all such costs and fees shall be included in the judgment, set by the court and not by jury.

H. No Assignment. GESD shall not assign the benefits nor delegate the obligations under this Agreement to any person or entity.

I. No Third-Party Beneficiaries. There are no third-party beneficiaries to this Agreement. No person or entity not a Party shall have any right or cause of action under this Agreement.

J. No Agency Created. Nothing in this Agreement shall create any agency, partnership, joint venture, or other similar arrangements between the Parties.

K. No Personal Liability. In carrying out any of the provisions of this Agreement or exercising any power or authority granted to them, there shall be no personal liability on the City, its agents, elected officials, officers, and employees. The Parties understand that they act as agents and representatives of the City in such matters.

L. Further Acts. The Parties shall execute and deliver all documents and perform all acts as reasonably necessary to carry out the matters contemplated by this Agreement.

M. Force Majeure. If either Party or both Parties are prevented or materially restricted from performing any of their obligations under this Agreement due to an event of force majeure, then the obligations of both Parties shall be suspended or reduced to the extent made necessary by the event. As used in this subsection, "force majeure" means any act or cause not reasonably within the control of the Party whose ability to perform is impaired if that Party could not have prevented the cause by the exercise of reasonable diligence. In this Agreement, force majeure includes, but is not limited to, natural or man-made disasters, epidemics, pandemics, public health orders, emergency orders, material changes in the law or regulation, or any other legitimate condition beyond the City's or GESD's control.

N. Headings. The headings in this Agreement are inserted for convenience only. They shall not control or affect the meaning or construction of this Agreement.

O. Authority. The undersigned represent to each other that they:

- have full power and authority to enter into this Agreement and;
- have ensured that all necessary actions have been taken to give full force and effect to this Agreement.

P. Entire Agreement. This Agreement constitutes the entire Agreement between the Parties. All prior and contemporaneous agreements, representations, and understanding of the Parties, oral or written, are superseded and merged in this Agreement.

Q. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature pages from one or more counterparts may be removed from such counterparts. Such signature pages may all be attached to a single instrument so that the signatures of all Parties may be physically attached to a single document.

The Parties have executed this Agreement in Yuma County, Arizona, on the day and year first set forth above, which is the date of the last Party's signature.

City of San Luis, Arizona

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

Under A.R.S. § 11-952(D), I certify that I have determined that this Agreement is in proper form, and it is within the powers and authority granted to the City of San Luis under the laws of Arizona.

Kay Marion Macuil, City Attorney

GESD

Signature of the authorized representative

Print Name and Title

Under A.R.S. § 11-952(D), I certify that I have determined that this Agreement is in proper form, and it is within the powers and authority granted to GESD under the laws of Arizona.

GESD's Attorney

Print Name

GADSDEN ELEMENTARY SCHOOL DISTRICT NO. 32

1350 E. Cesar Chavez Blvd.
P.O. Box 6870
San Luis, AZ 85349
(928) 627-6540
FAX: (928) 627-3635

Lizette Esparza, Superintendent
Omar Duron, Associate Superintendent

"STUDENT CENTERED LEARNING IN AN ENGLISH LEARNING COMMUNITY"

Governing Board
Luis Marquez, President
Tadeo De La Hoya, Clerk
Rosa Varela
Liliana Arroyo
Lucky Hoyos

February 12, 2024
City of San Luis AZ
1090 E Union St
San Luis, AZ 85349

The Gadsden Elementary School District #32 Marching Band is from San Luis, Arizona and is composed of approximately 100 students ranging from 4th to 8th. It has been a privilege to the Marching Band to perform in various memorable parades: Celebrity Christmas Parade in Hollywood, Disneyland Performing Arts in California, Phoenix Christmas Light Parade where they were awarded "Director's Award" twice and Fiesta Bowl Parade in Phoenix, Arizona being the youngest band to participate ever.

The Gadsden Marching Band also participates in local parades such as Yuma Veterans Day Parade, Yuma Electric Light Parade, Somerton Parade, San Luis Arizona Founders Day Parade, Wellton Parade, and Lake Havasu London Bridge Days Parade.

Our Marching Band has been recognized internationally and participated in the Twenty-Seventh Annual New Year's Day Parade and Festival in London, England taking place on January 1, 2013. This "out of the ordinary opportunity" has now been recorded and will always remain in the history of the State of Arizona, and is recorded in the U.S. Congressional records. The Gadsden Marching band also participated in the Cabalgata De Los Reyes Parade in Madrid Spain in January 2016, and Rome New Year's Parade in January of 2019.

Due to the Gadsden Marching Band successful performances Mr. Bob Bone; Founder and Chairman of the London New Year's Parade, Duncan Sandys; Former Lord Mayor of the City of Westminster, Jonathan Whaley: Senior Director of International Participation, and Dean Oblonsky; Senior Consultant of the Americans visited our district on November 9, 2023 to formally invite the Gadsden Elementary School Marching Band for the second time to participate in the 2025 London New Year's Parade to take place in London, England on January 1, 2025.

This great opportunity will also include Educational and Historical tours of London, England where our students will engage and learn about the history of London. In order to make this possible for our children, we are soliciting donations at this time. We have over 100 students enrolled in the marching band that will be partaking in this memorable experience. To facilitate the finances to our families we are asking for donations to reach this memorable goal.

On behalf of the Gadsden Elementary School District #32 we would like to thank you in advance for your support and cooperation. Should you have any questions or comments please don't hesitate to contact Rocio Godoy at 928-627-6545.

Please make all donations payable to Gadsden Elementary School District Marching Band.
TAX ID# 90-0149673

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. C.**

Meeting Date: 06/12/2024

Department Head: Armando Esparza, Director of Economic Development, Administration, Economic Development

Submitted By: Armando Esparza, Director of Economic Development, Administration, Economic Development

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the approval of the statutory partnership between Campesinos Sin Fronteras and the City of San Luis. **(Armando Esparza, Director of Economic Development)**

SUMMARY:

The City of San Luis, in collaboration with Campesinos Sin Fronteras, is committed to utilizing the Community Change Grants Program from the Environmental Protection Agency to implement two (2) projects that address the critical and urgent needs of our community. The partnership proposals focus on the development of a Community Resilience Hub and a major expansion of the West Wastewater Treatment Plant. These initiatives are designed to not only meet immediate community needs but also ensure long-term environmental health and economic prosperity.

Detailed Project Descriptions

Community Resilience Hub

Purpose and Vision: Situated on a 1.25-acre lot along Cesar Chavez Blvd, the proposed Community Resilience Hub will serve as a cornerstone for fostering a culture of climate resilience within the community. This facility will be designed to remain operational during emergencies and will function as an official Command Center for the City of San Luis, ensuring a coordinated response during crises.
Implementation Strategy: The hub will be approximately 12,813 sq ft. and equipped to host scientific research and convenings to advance environmental justice and civil rights. Operated year-round by Campesinos Sin Fronteras, it will provide climate resilience-specific workforce development and utilize a culturally specific Community Health Worker approach to educate on heat stress, chronic disease prevention, and water conservation. The hub will also house Radio Sin Fronteras KYMZ 99.9 FM, reaching up to 500,000 listeners across four states and two countries.

Enhanced Clean Water Infrastructure

Purpose and Vision: The expansion of the West Wastewater Treatment Plant is critical as the facility is currently operating at 90% capacity. This project will double the plant's capacity from 1.5 million gallons per day (MGD) to 3.0 MGD, addressing the growing needs of our community and improving our resilience to future challenges.

Implementation Strategy: This expansion includes major system improvements such as upgrading the headworks, aeration basins, digesters, and disinfection systems. A new operator's building and the implementation of a Supervisor Control and Data Acquisition (SCADA) system will enhance operational efficiency and integration with other wastewater facilities. An evaluation and replacement of an 1800 lineal feet 14" sewer force main are also part of the project, ensuring long-term sustainability and

compliance.

Goals and Community Impact
These projects are designed for rapid implementation, with initial actions planned to commence within 120 days of grant approval. This approach aligns with grant compliance and readiness requirements and addresses immediate community needs effectively.

Long-Term Impact: Beyond immediate improvements, these projects will lay the foundation for sustainable development, enhancing the quality of life and environmental health in San Luis. By focusing on infrastructure and educational programs, we aim to build a resilient community that can thrive in the face of environmental and climate-related challenges. The Community Resilience Hub and the expansion of the West Wastewater Treatment Plant are pivotal to the City of San Luis's strategy to promote community-driven climate action and environmental justice. These projects not only address immediate needs but also ensure long-term resilience and prosperity for all residents, making San Luis a model for other communities facing similar challenges.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE STATUTORY PARTNERSHIP BETWEEN THE CITY OF SAN LUIS AND CAMPESINOS SIN FRONTERAS TO SEEK FUNDING FROM THE COMMUNITY CHANGE GRANT PROGRAM FROM THE ENVIRONMENTAL PROTECTION AGENCY.

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

Presentation
Agreement

EPA Community Change Grants Program

City of San Luis and Campesinos Sin Fronteras

Community Change Grants Program Background

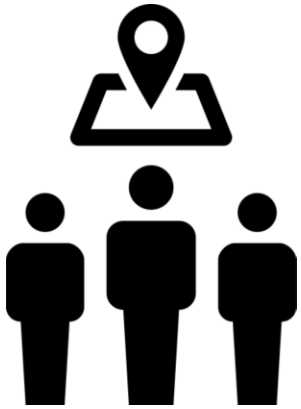
Purpose: Transform disadvantaged communities into resilient, thriving areas by addressing climate challenges and reducing pollution.

Eligibility: Partnerships between community-based non-profits, Tribes, local governments, or educational institutions.

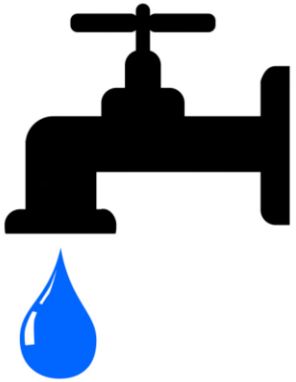
Goals: Enhance climate resilience, minimize pollution, ensure community-driven decision-making, and promote equitable economic opportunities.

Target Investment Area: EPA has identified southern border communities as a TIA.

Grant Requirements



REQUIREMENT 1: Climate Action Strategy



REQUIREMENT 2: Pollution Reduction Strategy

REQUIREMENT 3: Statutory Partnership

Transforming San Luis: A Vision for Resilience

Objective: Utilize the Community Change Program to foster a sustainable, resilient, and thriving San Luis.

Strategies:

- Develop **Community Resilience Hub** for disaster preparedness and support.
- Enhance **Clean Water Infrastructure** to secure accessing clean, reliable drinking water and wastewater treatment for all.
- **Community-Led:** Campesinos and the City collaborate on vision, engagement, and implementation.

REQUIREMENT 1:
Climate Action Strategy
Community Resilience Hubs

- **Addressing Vulnerability:** Disadvantaged communities often can't evacuate safely during emergencies.
- **Strategy 5 Focus:** Creating/upgrading community-level resilience hubs for public safety and support.
- **Dual Purpose:** Provide shelter and services during disasters and serve as educational centers year-round.
- **Community Resilience:** Hubs offer a space for disaster preparedness and response, enhancing community safety and knowledge.

REQUIREMENT 2: Pollution Reduction Strategy

Clean Water Infrastructure to Reduce Pollution Exposure and Increase Overall System Resilience

- **Access to Clean Water:** Many disadvantaged communities lack reliable access to clean and safe drinking water.
- **Strategy 3 Objective:** Improve water infrastructure to enhance water quality and wastewater treatment.

Statutory Partnership for Community Change Grant

Lead Applicant: City of San Luis
Statutory Partner: Campesinos Sin Fronteras

City of San Luis:

- Manage $15M EPA Grant for Wastewater Treatment Plant Expansion.
- Oversee grant funding and construction.
- Ensure compliance with federal, state, and local regulations.
- Manage grant reporting and audits.

Campesinos Sin Fronteras:

- Use $5M EPA Grant for Community Resilience Hub.
- Operate and maintain the Community Resilience Hub.
- Provide climate resilience programs and emergency response services.
- Utilize Radio Sin Fronteras for community outreach.

Joint Activities:

- Coordinate emergency responses.
- Provide community training and outreach.
- Support disaster preparedness and resilience building.

CAMPESINOS SIN FRONTERAS

CAMPESINOS SIN FRONTERAS
SALUD VIVIENDA Y SERVICIOS SOCIALES

Grant Status

February 15: Partnership Kick Off

March 26: Partnership and Brainstorming Meeting

May 15: Kimley Horn starts writing grant application

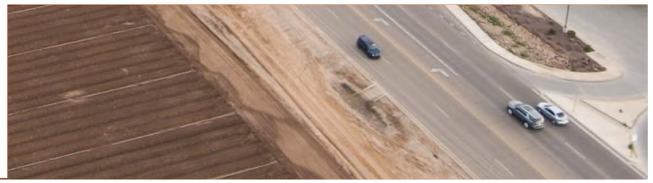
June 12: Approval of Statutory Partnership Agreement

June 25: Grant Submission

Fall 2024: Award Notification

Thank you

Questions?



STATUTORY PARTNERSHIP AGREEMENT UNDER

THE US ENVIRONMENTAL PROTECTION AGENCY — COMMUNITY CHANGE GRANT PROGRAM

This Statutory Partnership Agreement (the "Agreement") is made and entered into this ___ day of June 2024 (the "Effective Date"). The Partners in this Agreement are as follows:

- The City of San Luis ("City")
- Campesinos Sin Fronteras ("Partner Agency")

I. BACKGROUND

The Inflation Reduction Act (IRA) created the Environmental and Climate Justice Program (ECJP)—the most significant investment in environmental and climate justice in US history. The Act was signed into Law in August 2022 and is now contained in Section 138 of the Clean Air Act 42 USC Section 7438. Under the program, the United States Environmental Protection Agency (US EPA) was given large appropriations to award grants to help disadvantaged communities address various environmental and climate justice issues. This historic investment relates to Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government. Furthermore, Executive Order 14008 relates to the Climate Crisis.

This Statutory Partnership Agreement is based upon these Acts and Laws. Both the Lead Agency, The City of San Luis (the "City"), a local government, and the Statutory Partner, Campesinos Sin Fronteras (the "Partner Agency"), a community-based non-profit organization, are eligible entities as defined in 42 USC Section 7438 to apply for funds under the U. S. EPA Community Change Grant. Additionally, the activities that will be performed and the services these entities provide are eligible under this grant program as defined in 42 USC Section 7438. Furthermore, the EPA Community Change Grant does not require a mandatory match.

Both the City and the Partner Agency wish to enter into this Statutory Partnership Agreement to effectively pursue, develop, and implement a project that will support a comprehensive community and place-based approach to addressing environmental and climate injustices in their community. Specifically, this partnership will strengthen the City of San Luis and CSF's long -term collaboration and commitment to working with and for their community on Climate Action and Pollution.

The Partners of this Agreement agree to the following:

II. NAME

This partnership will be known as the Partnership to Achieve Environmental Justice and Community Resilience in San Luis, Arizona (the "Partnership").

III. THE PARTNERSHIP

The entities wish to become partners in applying for, developing, and implementing a project under the US EPA Community Change Grant Program.

The Partnership's primary place of business will be 1090 E Union Street, San Luis, AZ 85349, which are the offices of the Lead Agency, the City of San Luis, with the partner operating from 720 Main St # B, San Luis, AZ 85349.

The Partnership will be governed under the laws of the state of Arizona.

The Partnership's primary purpose is to implement a Climate Action Strategy and Pollution Reduction Strategy in the City of San Luis, AZ, to achieve environmental justice and community resilience.

IV. CONTRIBUTIONS, ROLES, AND RESPONSIBILITIES

The Community Change Grant Program requires no mandatory contributions or match funds. but each partner will be responsible for meeting the financial obligations to ensure the project is complete within the three-year grant period.

The Partnership Framework: During disasters, the City of San Luis relies on its "Emergency Operations Plan" and the "Community Emergency Response Team" (CERT), which together provide a comprehensive framework for coordinating community resources in response to emergencies. CERT is a voluntary, community-based team. The City responds to emergencies caused by disasters, while CERT proactively identifies individuals in need of assistance and reports these to first responders. CERT also identifies hazardous areas and buildings post-disaster and reports to the Emergency Command Center, comprised of Public Safety and other City personnel.

The Community Resilience Hub, operated by Campesinos Sin Fronteras, as outlined in the grant application, along with its outreach and programming, will enhance this existing framework. This strengthened framework is designed to achieve the results required under the EPA strategic plan linkages. Additionally, it will meet the anticipated outputs, outcomes, and performance measures of the EPA Community Change Grant program.

The Partners intend to contribute to the Partnership as follows:

The City of San Luis:
$15,000,000 from the EPA Community Change Grant Award Amount – Construction

Roles and Responsibilities:

- The City will be the lead agency, managing the grant and overseeing all funding received from the EPA.
- The City will manage the construction of both the Wastewater Treatment Plant and the Community Resilience Hub.
- In managing the construction, the city will abide all applicable laws including but not limited to the San Luis City Code Chapter 3.05 – PURCHASING, and Title 15 – BUILDINGS AND CONSTRUCTION; Arizona Revised Statutes Title 35 for Arizona-required competitive bidding, and applicable State and Federal Statutes and regulations on environmental protection.
- Upon grant award, the City will execute a Subaward Agreement with Campesinos Sin Fronteras (PARTNER AGENCY), specifying all administrative responsibilities of both parties, including but not limited to submitting monthly, quarterly reports, fiscal reports, and reimbursement requests.
- The City will perform internal audits as needed to ensure compliance and remedy any issues prior to EPA's audits.
- The City will be responsible for the overall management, performance, oversight, and reporting responsibilities under the named grant and for making subawards to the Partner Agency.
- The City will be responsible for receiving Federal funds from the EPA and properly spending them.
- The City will ensure that reporting and grant management is completed during the grant period and afterward, if needed.
- Jointly responsible with the Partner Agency for mediating and resolving any disputes between the partners.
- The City shall be responsible for managing compliance, legal issues, and risks associated with the project.
- The City will be responsible, if necessary and only in a case of gross noncompliance, for replacing the Partner Agency with another Statutory Partner, ensuring the replacement has comparable expertise, experience, knowledge, and qualifications to the replaced agency to ensure project completion within the specified project time limit. Note: Replacement would require prior approval by an authorized EPA official pursuant to 2 CFR 200.308(c)(6).
- As the Lead Agency, the City will comply with the sub-award requirements in the grant regulations at 2 CFR 200.331 and in EPA's Subaward Policy and related guidance.

Additional joint partnership activities include, but are not limited to:

- Coordinate and troubleshoot any emergency issues with Campesinos Sin Fronteras' team.
- Refer people to the Campesino Sin Fronteras building as needed during an emergency,
- Police, Fire, and Public Works respond to emergency calls, including those from Campesinos Sin Fronteras.
- Provide or facilitate training on Community Emergency Response and expand participants in the CERT.
- Police Department will continue training on active shooter, drug prevention, drug take-back events coordinated with Campesino Sin Fronteras.
- Parks and Recreation Department will continue participation in the Campesino Sin Fronteras 2THRIVE program, providing youth with tools and skills to achieve emotional, physical, social, and intellectual health and wellness.

Refer residents to Campesinos Sin Fronteras programs, as needed.

Campesinos Sin Fronteras:
$5,000,000 from the EPA Community Change Grant Award Amount – Construction

Roles and Responsibilities:

- Partner Agency will operate, maintain, and insure the Community Resilience Hub. The Community Resilience Hub will offer programs and services to increase the overall community resilience to current and anticipated climate impacts, provide climate resilience-specific workforce development to the local migrant and seasonal farmworker community, and utilize a culturally specific Community Health Worker (Promotora Model) approach to educate the community on heat stress, chronic disease prevention, pesticide safety, water conservation, and address emerging issues of climate and environmental justice for future generations.
- The Community Resilience Hub will be home to Partner Agency's powerful Spanish language Non-Commercial Community Broadcast Station, Radio Sin Fronteras KYMZ 99.9 FM, FCC licensed to serve as an emergency signal to educate, empower, advocate, and assist low-income families, migrant workers, and new immigrants offering 24/7 programming that airs in a border region that encompasses 4 states in 2 counties with a total listening potential of up to 500,000 people consisting of communities in Arizona, California, Sonora Mexico and Baja California, Mexico.
- The Partner will submit timely reports to the City for federal reporting to EPA as needed.
- Jointly responsible with the City for mediating and resolving any disputes between the partners.

Additional joint Partnership activities include, but not limited to:

- Operate a Cooling Station or Disaster Shelter during emergencies, providing space within the Community Resilience Hub.
- Provide space within the Community Resilience Hub for the City to operate command center during emergencies.
- Provide a triage area within the Community Resilience Hub, in collaboration with the City's Fire, Police, Public Works Departments and CERT and other agencies who may be on-hand during a disaster such as the Red Cross, Regional Border Health Center, and Yuma County.
- Refer to appropriate social services such as Cenpatico Integrated Care for crisis support services and the Western Arizona Council of Governments (WACOG) for home weatherization, housing and utility assistance, and the US Department of Labor for farm labor housing.
- Provide specialized training space within the Community Resilience Hub for the Community Emergency Response Team's ongoing training and certification programs.
- Provide other space for community training, hosted by the Partner or the City.
- Provide community outreach for disaster preparedness through their various programs and radio station.

V. INTEREST AND AUTHORITY

The Partnership will consist of representatives from both entities.

Armando Esparza, Director of Economic Development, City of San Luis
Jenny Torres, Acting City Manager, City of San Luis
Eulogio Vera, Director of Public Works, City of San Luis
Kay Macuil, City Attorney, City of San Luis
Emma Torres, Executive Director, Campesinos sin Fronteras
Audren Morris-Sandoval, Deputy Director, Campesinos sin Fronteras

The Partners' ownership interest in the Partnership will be as follows:

The City of San Luis-Wastewater Treatment Plant Expansion: 100%
Campesinos Sin Fronteras- Community Resilience Hub: 100%

VI. COSTS

City of San Luis
If approved for the Community Change Grant Program, the City of San Luis would utilize $15 Million of grant funds toward the cost of the West Wastewater Treatment Plant Expansion. The West Wastewater Treatment Plant is a 1.5 MGD conventional Sequential Batch Reactor (SBR)

plant with non-automated headworks, grit removal, clarifier/aeration basin, digester basin, chlorine contact chamber, percolation ponds, and sludge drying beds. Screenings, grit, and biosolids are sent to an existing landfill for disposal.

The City's contribution is the construction of all necessary improvements to increase the treatment capacity for the City of San Luis West Wastewater Treatment Plant from 1.5 million gallons per day (MGD) to 3.0 (MGD). Major system improvements to the headworks, aeration basins, digesters, and disinfection systems are anticipated. The City completed a treatment process evaluation for this plant in 2022, which determined that the membrane bioreactor treatment process is the most cost-effective. The project also includes constructing a new operator's building office/room. Selection and implementation of a new Supervisor Control and Data Acquisition (SCADA) system for the West Wastewater Plant that will integrate with other wastewater facilities/operations and evaluation of 1,800 lineal feet 14" sewer force main to replace an existing force main that discharges directly into the treatment plant.

Campesinos Sin Fronteras:

If approved for the grant, Campesinos Sin Fronteras would use $5 million of grant funds to construct a Community Resilience Hub. Campesinos Sin Fronteras owns a 1.25-acre lot along Cesar Chavez Blvd in San Luis, Arizona. This land is designated by the Environmental Protection Agency (EPA) Inflation Reduction Act (IRA) as a Target Investment Area. Campesinos Sin Fronteras proposes to use this land to construct approximately 12,813 sq ft. Community Resilience Hub will establish an enduring culture of climate resilience uniquely designed to remain operable during emergencies and serve as an official Command Center for the City of San Luis, AZ. The Community Resilience Hub will also host scientific research convenings to advance environmental justice. Campesinos Sin Fronteras will operate the Community Resilience Hub year-round, offering programs and services to increase the overall community resilience to current and anticipated climate impacts, provide climate resilience-specific workforce development to the local migrant and seasonal farmworker community, and utilize a culturally specific Community Health Worker (Promotora Model) approach to educate the community on heat stress, chronic disease prevention, pesticide safety, water conservation, and address emerging issues of climate and environmental justice for future generations. The Community Resilience Hub will be home to PARTNER AGENCY's powerful Spanish language Non -Commercial Community Broadcast Station, Radio Sin Fronteras KYMZ 99.9 FM, FCC licensed to serve as an emergency signal and educate, empower, advocate, and assist low-income families, migrant workers, and new immigrants offering 24/7 programming that airs in a border region that encompasses 4 states in 2 countries with a total listening potential of up to 500,000 people consisting of communities in Arizona, California, Sonora Mexico and Baja California Norte, Mexico. which is used to provide education and information about vital services and emergency response.

Additional costs associated with the Partnership are as follows:

The City of San Luis will operate and maintain the Wastewater Treatment Plant, to include:

1. Construction costs,
2. Maintenance of facility,
3. Renovations for the facility,
4. Operations of the facility,
5. Additional expenses related to the facility

Campesinos Sin Fronteras will operate and maintain the Community Resilience Hub, to include:

1. Construction costs,
2. Maintenance of Community Resilience Hub
3. Renovations to Community Resilience Hub
4. Operations of Community Resilience Hub
5. Additional expenses related to the Community Resilience Hub

VII. RESPONSIBILITIES FOR CONSTRUCTION AND COST MANAGEMENT

As the lead agency, the City of San Luis will oversee the administration of the construction projects, ensuring compliance with all relevant statutes, codes, and regulations. The City will utilize its extensive experience to manage the construction of both the Wastewater Treatment Plant and the Community Resilience Hub. However, any expenses exceeding the agreed grant amounts will be the responsibility of each party, to ensure project completion before the end of the grant period.

If the construction costs exceed the allocated grant funds, each party will provide additional funds from their own resources to complete the project. All costs associated with the construction of their respective projects, including any cost overruns such as design changes and change orders, will be borne by each partner. Upon completion, the City of San Luis will own and maintain the West Wastewater Treatment Plant and Campesinos Sin Fronteras will own and maintain the Community Resilience Hub.

The project costs will be allocated based on the specific responsibilities of each partner (total $15,000,000 for the Wastewater Treatment Plant Expansion and $5,000,000 for the Community Resilience Hub) rather than an equal split. If the construction costs exceed the grant funds, both parties will cover the additional costs as needed. Both partners will ensure that all reporting and grant management requirements are fulfilled during and after the grant period as necessary.

VIII. PROFITS

There are no profit purposes in this Agreement nor from the grant allocation.

IX. ACCOUNTING

The designated accountant of the City of San Luis Finance Department will manage and maintain the Treatment Plant Facility's expenditures, operations, and maintenance accounts. The City's Finance Department will also track all spending for the Community Resilience Hub during the grant period.

The City of San Luis's accounting records for this Agreement will be kept on an accrual basis. The fiscal year for the City of San Luis and Campesinos Sin Fronteras is July 1 – June 30.

Both partners will be subject to the requirements of the Uniform Administrative Requirements, Cost 61 Principles, and Audit Requirements for Federal Awards: Title 2 CFR, Parts 200 and 1500.

X. MEDIATION

In the event of any disputes or disagreements, the Lead Agency and the Partner Agency agree to enter into mediation in good faith and sincerely desire to reach a mutually acceptable resolution of their differences regarding the above-named projects. Both Agencies agree to set aside three (3) full days for mediation sessions. The mediation sessions will be conducted at the City offices or Campesinos Sin Fronteras offices during regular business hours. A neutral third-party facilitator will guide the Agencies through a process to help them reach their settlement. Mediators will not offer legal advice. All discussions and documentation offered during the mediation sessions will be treated as privileged and confidential. Both agencies will agree on who will attend the mediation sessions.

If an agreement is reached, the mediator will prepare a written agreement draft to be finalized in a joint session with all parties present. If an agreement is not reached, the process can be terminated.

Each mediation party can seek legal counsel before the agreement is in place. Once the deal is in place, this will be the final binding document to settle the dispute or disagreement.

Both parties will pay the fee, administrative expenses, and other expenses for the mediation equally. However, the cost of participation of other parties not part of the Partnership will be solely covered by the party that requested the participant attend.

City of San Luis, Arizona

Nieves Riedel, Mayor

Attest:

Approved As to Form

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney

Campesinos Sin Fronteras

Emma Torres, Executive Director

Araceli Rodriguez, Esq. CSF Attorney

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. D.**

Meeting Date: 06/12/2024

Department Head: Eulogio Vera, Director of Public Works, Public Works Department

Submitted By: Jorge Perez, Assistant Director of Public Works, Public Works Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the engagement of engineering services from PACE Advance Water Engineering, for the design of the West Wastewater Treatment Plant Expansion. **(Eulogio Vera, Director of Public Works)**

SUMMARY:

Background

The City of San Luis is in need of expanding its West Wastewater Treatment Plant facility to increase its treatment capacity from 1.5 million gallons per day to 3.0 million gallons per day. Said improvements also provide an opportunity to address other limitations at the facility and lack of redundancy in critical areas.

The department of Public Works conducted a formal Request for Qualifications (RFQ) process from which two Statements of Qualifications (SOQ) were received. The firms that submitted an SOQ were PACE, Advanced Water Engineering and Kimly-Horn. A selection committee reviewed both statements of qualifications and scored both documents, resulting in PACE being the highest qualified firm during this process. PACE was issued a letter/notice of selection and entered negotiations with City staff to formalize the scope of work and compensation for this project.

Request

The Public Works Department and its Wastewater Division are seeking approval to engage PACE, Advanced Water Engineering for engineering services in the design, construction phase and post-construction phase of the West Wastewater Treatment Plant Expansion in the amount of $2,004,638.00 as authorized under A.R.S. 34-603 Procurement of Professional Services and construction-manager-at-risk, design-build and job-order-contracting construction services. This is also authorized under City Code Section 3.05.080 - Professional Services.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO ACCEPT AND AWARD THE SUCCESSFUL STATEMENT OF QUALIFICATIONS TO PACIFIC ADVANCED CIVIL ENGINEERING, INC. (PACE), AND APPROVE THE CONTRACT FOR THE WEST WASTEWATER TREATMENT PLANT EXPANSION DESIGN PROJECT IN THE AMOUNT OF $2,004,638.00 AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	Yes
CITY/STATE/FEDERAL FUNDS:	City/Federal

TOTAL:	$2,004,638.00
BUDGETED AMOUNT:	$1,000,000.00
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):

The department of Public Works has a FY24 budget of $1,000,000.00 for this project. These funds are currently allocated under the ARPA fund account #255-021-90052.228.
The department request for FY25 is $6,000,000.00, which will cover a portion of the design, pre-construction services of contractor and the initial stage of the construction phase.

Attachments

SOQ Tabulation

Notice of Selection to PACE

Proposed Contract

Exhibit 1 - Scope of Work/Proposal

City of San Luis

Department of Public Works

• Administration • Streets • Water • Wastewater • Solid Waste • Fleet Services •

SOQ SUBMITTALS SCORING TABULATION

Project Name: Requests for Qualifications for Design of the West WWTP Expansion
Project Number: BAN-2024-04
Meeting Date& Time: March 28, 2024

	Selection Committee Members ⇨		***Gilberto Torres***		***Juan Ortiz***		***Eulogio Vera***		***James Davey***		***Jorge Perez***		***Jeremy McCall***	
No.	*Evaluation Criteria*	*Maximum Score*	*PACE*	*Kimly-Horn*	*PACE*	*Kimly-Horn*	*PACE*	*Kimly-Horn*	*PACE*	*Kimly-Horn*	*PACE*	*Kimly-Horn*	*PACE*	*Kimly-Horn*
1	Firm Introduction	5	5	5	5	4	5	5	5	5	4	4	5	4
2	Project Understanding & Approaches	30	29	30	25	28	25	28	25	25	26	25	28	28
3	Experience & Capability to Perform Work	30	29	30	25	28	25	25	25	15	27	25	27	24
4	Proposed Project Manager	15	15	15	12	14	15	13	12	8	14	12	14	12
5	Proposed Project Staff	15	15	15	13	14	12	12	12	7	14	13	13	11
6	Schedule and Quality Control Ability	5	5	5	5	2	5	3	4	2	5	5	4	4
	Total Points	***100***	***98***	***100***	***85***	***90***	***87***	***86***	***83***	***62***	***90***	***84***	***91***	***83***
	PACE Total	***534***												
	Kimly-Horn Total	***505***												

City of San Luis
Department of Public Works

• Administration • Streets • Water • Wastewater • Solid Waste • Fleet Services •

April 3, 2024

Mike Krebs, PE, Vice-President
PACE Advanced Water Engineering
8723 E. Via de Comercio, $A-204
Scottsdale, AZ 85258
mikekrebs@pacewater.com

Subject: **CITY OF SAN LUIS**
WEST WASTEWATER TREATMENT PLANT EXPANSION – BAN-2024-04
NOTICE OF SELECTION

Dear Mr. Krebs,

The City of San Luis Selection Committee for the West Wastewater Treatment Plant Expansion project evaluated the statements of qualifications received, resulting in PACE Advanced Water Engineering scoring the highest. The City of San Luis will be moving forward in selecting PACE as the highest qualified firm for this project.

The City of San Luis will follow up with PACE to begin negotiations to include consideration of compensation and other contract terms that both consider fair and reasonable.

If you have any questions, please feel free to contact us.

Sincerely,

Jorge Perez
Assistant Director of Public Works
City of San Luis
1090 E. Union St. / PO Box 3750
San Luis, AZ, 85349
(928)341-8577
jperez@sanluisaz.gov

PROFESSIONAL ENGINEERING SERVICES AGREEMENT

Professional Services Agreement (this "Agreement") is effective the ____ day of June 2024, between the City of San Luis, Arizona, a municipal corporation of the State of Arizona ("CITY"), and Pacific Advanced Civil Engineering, Inc. (PACE), an Arizona professional limited liability company, authorized to do business in the State of Arizona ("ENGINEER"). ENGINEER and CITY may be referred to singularly as the "Party" and collectively as the "Parties."

RECITALS

The Parties entered into this Agreement based on the following facts, understanding and intentions of the Parties:

A. CITY has determined that it is in the public interest to proceed with the work described below in Section One (the "Project").

B. CITY has determined that the Project involves the performance of professional and technical services of a temporary nature.

C. CITY desires to engage ENGINEER, and ENGINEER agrees to render certain technical advice and professional services to CITY, as necessary.

In consideration of the mutual covenants contained herein, the Parties agree as follows:

SECTION I – DESCRIPTION OF PROJECT

The Project described in the attached Exhibit 1, ENGINEER's Proposal for Engineering Services of May 1, 2024, for design plans, construction phase and post-construction phase services for the West Wastewater Treatment Plant Expansion Improvements. Said exhibit is incorporated by reference as though fully set forth again in full.

SECTION II – SCOPE OF WORK

ENGINEER's scope of work is as described in Section A – Scope of Services of Exhibit 1. The scope of work for this proposal is to prepare design for construction that will utilize a Construction-Manager-At-Risk (CMAR) project delivery.

SECTION III – ADDITIONAL SERVICES

CITY and ENGINEER understand that it may be necessary, in conjunction with the Project, for ENGINEER to perform or secure the performance of services other than those set forth in the proposal. If the CITY requests additional services, ENGINEER shall advise CITY in writing of the need for additional services and the cost and estimated time to perform the additional services. ENGINEER shall not proceed to perform any such additional service until CITY has determined that such additional service is beyond the scope of the basic services to be provided by ENGINEER and has given its written authorization to proceed. Written approval for performance and compensation for additional services may be granted by the CITY's Director of Public Works or the San Luis City Manager. Except as stated in this paragraph, any additional service shall require a written amendment to this Agreement and shall be subject to all the provisions of this Agreement.

SECTION IV – AUTHORITY OF THE PUBLIC WORKS DIRECTOR
ENGINEER shall perform all necessary services provided under the Agreement and outlined in the proposal and shall do, perform, and carry out such work in a satisfactory and proper manner as determined by and to the satisfaction of the Director of Public Works. The Director of Public Works reserves the right to make changes, additions or deletions, to the scope of work as deemed to be necessary or advisable to implement and carry out the purposes of the Agreement. Any changes, additions or deletions to the scope work shall be subject to an approved and executed amendment to the Agreement. The Director of Public Works is authorized to execute the change orders on behalf of CITY.

SECTION V – RESPONSIBILITY OF ENGINEER
By executing this Agreement, ENGINEER represents and states to CITY that it possesses or will arrange to secure from others all necessary professional capabilities, experience, resources and facilities necessary to provide to CITY the services contemplated under this Agreement. ENGINEER further warrants that it will follow the current generally accepted practices of the profession to make findings, render opinions, prepare factual presentations, and provide professional advice and recommendations regarding the Project for which services are rendered under this Agreement.

SECTION VI – INDEPENDENT CONTRACTOR
The Parties to this Agreement agree that ENGINEER, its employees, agents and subcontractors shall be independent contractors with regard to the providing of services under this Agreement and that ENGINEER's employees, agents and subcontractors shall not be considered to be employees or agents of CITY, for any purpose, whatsoever, and will not be entitled to any of the benefits CITY provides for its employees. Rights of the ENGINEER as independent contractor include, but are not limited to, control of the work, manner and methods of the work, and the right to contract with other employers.

Rights of the CITY include, but are not limited to, inspection and approval of the work and the right to contract with others to perform the work.

SECTION VII – MATERIALS AND EQUIPMENT
ENGINEER shall furnish at its own expense all materials and equipment necessary to carry out the terms of this Agreement.

SECTION VIII – DIGITAL FILES
ENGINEER shall furnish copies of all deliverables in digital format. Files shall be compatible with the current versions used by CITY. CITY shall be the owner of the files and owner of all copyrights or other intellectual property rights thereto.

SECTION IX – EMPLOYMENT OF PERSONNEL
ENGINEER shall provide experienced and qualified personnel to carry out the work to be performed by ENGINEER under this Agreement and shall be responsible for and in full control of the work of such personnel.

SECTION X – TIME OF PERFORMANCE
Subject to the provisions of this Agreement, ENGINEER agrees to perform the Project in accordance with the

proposal. The services of ENGINEER are to be undertaken and completed in such a sequence as to assure their

expeditious completion in light of the purpose of this Agreement. ENGINEER's anticipated period of performance following execution of this agreement will be **240 days**. Design is estimated to begin in Spring of 2024. Time is of the essence of this Agreement.

SECTION XI – COMPENSATION
Subject to the provisions of this Agreement, ENGINEER agrees to perform the work and services specified and outlined in the proposal for an amount not to exceed $2,004,638.00 as delineated in Section B – Compensation of Exhibit 1, unless specifically authorized by a written amendment to this Agreement executed prior to the commencement of any additional work. ENGINEER shall prepare invoices in accordance with this Agreement and shall submit such invoices to CITY once a month covering the amount and value of the Project satisfactorily performed by ENGINEER up to the date of such invoice. No later than 45 days from the receipt of an invoice, CITY shall pay ENGINEER for work satisfactorily performed on a time and materials basis.

If the CITY wants the ENGINEER to travel outside of Yuma County, then it shall be handled as an additional service which shall require a written amendment to this Agreement and shall be subject to all the provisions of this Agreement.

SECTION XII – ASSIGNMENT
ENGINEER shall not assign any duties, responsibilities or obligations under this Agreement without the prior written consent of CITY.

SECTION XIII – INDEMNIFICATION
To the fullest extent permitted by law, ENGINEER agrees to indemnify, protect, defend and hold harmless CITY, its Mayor, Council Members, any and all of its officers, directors, officials, employees, agents, insurers, and indemnitors ("Indemnified Parties") for, from and against any and all suits, claims, losses, liabilities, damages, costs, expenses and debt, including reasonable attorneys' fees and costs incurred by the CITY which arise out of, attributable to or caused in whole or in part by acts or omissions of ENGINEER (or its officers, directors, shareholders, agents or employees) including but not limited to injuries to ENGINEER's employees who may or may not be covered by workers' compensation insurance; except, to the extent such suits, claims, losses, liabilities, damages, costs, expenses and debt result from acts or omission of the CITY or any Indemnified Parties. This indemnification provision shall apply to suits, claims, losses, liabilities, damages, costs, expenses and debt that are not otherwise covered by the CITY's Liability Insurance provided for by the Arizona Municipal Risk Pool.

Notwithstanding the foregoing, but without limiting insurance coverage provided by Section 14 of this Agreement, ENGINEER, and its partners, agents and employees, shall not be liable to CITY, whether jointly severally or individually, in excess of the compensation paid by the City to the ENGINEER under any Agreement as a result of any act or omission not amounting to willful or intentional wrong. CITY hereby agrees that to the fullest extent permitted by law, but without limiting insurance coverage provided by Section 14 of this Agreement, ENGINEER shall not be liable to CITY for any special, indirect or consequential damages whatsoever, whether caused by ENGINEER's negligence, errors, omissions, strict liability, breach of contract, breach of warranty or other cause or causes whatsoever.

SECTION XIV – INSURANCE

A. Insurance Requirements.

Prior to the beginning and throughout the duration of the work, ENGINEER will maintain insurance in conformance with the requirements set forth below. ENGINEER will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth in this Section Fifteen, then such coverage shall be amended to do so. ENGINEER acknowledges that the insurance coverage and policy limits set forth in this Section Fifteen constitute the minimum amount of coverage required. Any insurance proceeds in excess of the limits and coverage required in this Agreement, the following types and amounts of insurance:

Without in any way limiting ENGINEER's liability pursuant to the indemnification described above, ENGINEER shall maintain, during the term of this Agreement, the following types and amounts of insurance:

Coverage Type	Coverage Amounts- Minimum Limits:
Commercial General Liability, including: Premises and Operations Contractual Liability Personal-Injury Liability Independent Contractors Liability	$1,000,000 Combined Single Limit, per occurrence and $2,000,000 general aggregate

Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits.

Comprehensive Automobile Liability (including, owned, non-owned and hired autos)	$1,000,000 Combined Single Limit, per Occurrence

If ENGINEER owns no vehicles, then this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If ENGINEER or ENGINEER's employees use personal motor vehicles in any way on this Project, then ENGINEER shall obtain evidence of personal motor vehicle liability coverage for each such person.

Workers Compensation and Employer's Liability	Statutory $1,000,000
Professional Liability Errors and Omissions	$3,000,000 per claim and $6,000,000 annual aggregate

Except for Workers Compensation and Professional Liability Insurance coverage, such insurance shall include additional endorsements naming CITY and its directors, officers, employees and agents as additional insured with respect to liabilities arising out of the performance of services under this Agreement. ENGINEER shall provide CITY

with certificates of insurance documenting that the ENGINEER has obtained the above coverages. Such certifications shall include the required provisions and endorsements required by this Agreement. Such Certificates shall include a statement that insurance may not be canceled without 30 days' prior written notice to CITY by first class mail, postage prepaid, 10 days of notice in the event that cancellation is due to nonpayment of premium.

B. Certificates of Insurance and Endorsements.

ENGINEER will provide the City with a certificate of insurance and endorsement naming CITY as an additional insured under General Liability and Auto Liability, if applicable. Such liability insurance maintained by ENGINEER shall be primary and non-contributory and any coverage maintained by CITY shall not be expected to contribute to any claims arising from the work under this Agreement. The ENGINEER shall provide these certificates to the CITY within 10 days of execution of this Agreement and prior to engaging any operation or activities set forth in this Agreement. The foregoing policies shall provide that no cancellation, major change in coverage, or expiration by the insurance company or the insured during the term of this Agreement shall occur without 30 days' written notice to CITY prior to the effective date of such cancellation or change in coverage.

SECTION XV – COMPLIANCE WITH LAWS AND REGULATIONS

Services performed by ENGINEER pursuant to this Agreement shall be performed in accordance with full compliance to all applicable federal, state, and CITY laws and any rules or regulations promulgated under such laws including but not limited to the following Arizona required provisions:

A. Conflict of Interest

ENGINEER declares that he presently has no interest and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services under this Agreement. ENGINEER further declares that in the performance of this Agreement no subcontractor or person having such interest shall be employed. ENGINEER certifies that, if he hires any employee, no one who has or will have any financial interest in this Agreement is an officer or employee of CITY. The Parties agree that in the performance of the services under this Agreement ENGINEER shall at all times be deemed an independent contractor and not an agent or employee of CITY. Under Arizona law, rules and regulations, no member, official or employee of the CITY shall have any personal interest, direct or indirect in this Agreement, nor shall any such member, official or employee participate in any decision relating this Agreement which affects his or her personal interest or the interest of any corporation, partnership or association in which he or she is, directly or indirectly, interested. This Agreement is subject to A.R.S. §38-511.

B. Employment Eligibility

ENGINEER hereby warrants that it complies with all federal immigration laws and regulations that relate to its employees and with A.R.S. § 23-214 relating to verification of employment eligibility. A breach of this warranty shall be deemed a material breach of this Agreement. CITY retains the legal right to inspect the papers of ENGINEER to ensure that ENGINEER complies with this warranty.

C. San Luis Business License

ENGINEER shall obtain and maintain a San Luis Business License.

SECTION XVI – INSPECTION OF WORK

CITY's representative or its designee shall at all times have the right to inspect the work, services or performance of ENGINEER. ENGINEER shall furnish all reasonable aid and assistance required by CITY for proper examination of the work or services. Such inspection shall not relieve ENGINEER of any obligation to perform such services in accordance with the law or this Agreement.

SECTION XVII – NO WAIVER

ENGINEER agrees that any waiver by CITY of any breach or violation of any term or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach or violation of the same or any other term or condition. The acceptance by CITY of the performance of any work or services by ENGINEER shall not be deemed to be a waiver of any term or condition of this Agreement.

SECTION XVIII – ATTORNEYS' FEES; COURT VENUE

Should either Party to this Agreement commence legal action against the other (including a formal judicial proceeding, mediation or arbitration), the case shall be handled in Yuma County, Arizona or United States District Court for the District of Arizona at the election of the plaintiff in such legal action. The Parties waive any right to object to such venue. Nothing in this paragraph will be deemed to have authorized the bringing of any legal action in a court which does not otherwise have jurisdiction to adjudicate the legal action. The Party prevailing in such action shall be entitled to reasonable attorneys' fees which shall be fixed by the judge, mediator or arbitrator hearing the case and such fees shall be included in the judgment, together with all costs.

SECTION XIX – NOTICES

A. All notices to be given under this Agreement, or which may be given by either Party to the other, shall be considered validly given and fully received when made in writing and delivered or refused delivery by means of prepaid service by:

   - deposit in the United States Postal Service by certified mail, return receipt requested, and postage prepaid,
   - personal delivery by process server or
   - sent by a nationally recognized courier (e.g., Federal Express, UPS)

B. Notices for delivery to the OWNER shall be to the attention of the Public Works Director, copies to the City Manager, City Attorney, and City Clerk.

C. Notices for delivery to the ENGINEER shall be to the attention of Mike Krebs, PE, 8723 E. Via de Comercio, #A-204, Scottsdale, Arizona 85258 (or successor statutory agent).

or such other addresses as either Party may from time to time designate in writing and deliver in a like manner. Any such change of address notice shall be given at least ten (10) days before the date on which the change is to become effective.

SECTION XX – TERMINATION
Either Party may terminate this Agreement upon 30 days' written notice to the other Party. In the event of such termination, CITY shall pay ENGINEER for all services performed to the satisfaction of CITY to the date of receipt of notice of termination. An itemized statement of the work performed to the date of termination shall be submitted to CITY. In ascertaining the services actually rendered under this Agreement up to the date of termination, consideration shall be given to both completed work and work in the process of completion and to complete and incomplete documents whether delivered to CITY or in the possession of ENGINEER.

SECTION XXI – OWNERSHIP OF DOCUMENTS
Upon completion, termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of CITY and may be used, reused, or otherwise disposed of by CITY without the permission of ENGINEER.

When ENGINEER creates any copyrightable material or invents any patentable property under this Agreement, CITY shall retain a royalty-free, non-exclusive and irrevocable license to reproduce, publish, recover, or otherwise use the materials or property and to authorize others to do the same.

SECTION XXII – GOVERNING LAW AND SEVERABILITY
This Agreement shall be administered and interpreted under the laws of Arizona. Jurisdiction of litigation arising from this Agreement shall be in Arizona. If any part of this Agreement is found to conflict with applicable laws, then such part shall be inoperative and void insofar as it conflicts with such laws, but the remainder of the Agreement shall continue to be in full force and effect.

SECTION XXIII – HEADINGS
The descriptive headings of the paragraphs of this Agreement are inserted for convenience only, and shall not control or affect the meaning or construction of the provisions of this Agreement.

SECTION XXIV – AUTHORITY
The undersigned represent to each other that they have full power and authority to enter into this Agreement and that all necessary actions have been taken to give full force and effect to this Agreement.

SECTION XXV – NO THIRD-PARTY BENEFICIARIES
There are no third-party beneficiaries to this Agreement, and no person or entity not a Party shall have any right or cause of action under this Agreement.

SECTION XXVI – NO AGENCY CREATED
It is not intended by this Agreement to, and nothing contained in this Agreement shall create any agency, partnership, joint venture or other similar arrangement between the Parties.

SECTION XXVII – NO PERSONAL LIABILITY
No member, official or employee of the CITY shall be personally liable to ENGINEER, or any successor or assignee, (a) if any default occurs or breach by the CITY, (b) for any amount which may become due to the ENGINEER or its successor or assign, or (c) under any obligation of the CITY under this Agreement. Notwithstanding anything

contained in this Agreement to the contrary, the liability of ENGINEER under this Agreement shall be limited solely to the assets of ENGINEER and shall not extend to or be enforceable against: (i) the individual assets of the individuals or entities who are shareholders, members, managers constituent partners, officers or directors of the general partners or members of ENGINEER; (ii) the shareholders, members or managers or constituent partners of ENGINEER; or (iii) officers of ENGINEER.

SECTION XXVIII – SURVIVAL

All representations and warranties of ENGINEER, ENGINEER's indemnity, hold harmless and defense obligations shall survive the expiration or earlier termination of the Agreement.

SECTION XXIX – TIME OF THE ESSENCE

Time is of the essence in this Agreement and ENGINEER agrees to use the utmost diligence and dispatch to speedily to have all the work specified in this Agreement entirely completed within **240 days** of issuance of Notice to Proceed. Unless otherwise specifically provided in this Agreement, any consent to delay in the performance of the ENGINEER of any obligation shall be applicable only to the particular transaction to which it relates, and it shall not apply to any other obligation or transaction.

SECTION XXX – FURTHER ACTS

Each of the Parties shall execute and deliver all such documents and perform all such acts as reasonably necessary, from time to time, to carry out the matters contemplated by this Agreement.

SECTON XXXI – CERTIFICATION

A. SAFETY. The ENGINEER expressly agrees that it shall be solely responsible for supervising its employees and that it shall comply with all rules, regulations, orders, standards, and interpretations promulgated pursuant to the federal Occupational Safety and Health Act (known as OSHA) and any occupational safety and health act of Arizona including but not limited to training provisions of personal protective equipment; adherence to all appropriate lockout-tagout procedures and providing all notices, safety data sheets, etc., as required by the right-to-know standard.

B. NO BOYCOTT OF ISRAEL. The ENGINEER certifies, to the extent permitted by law, that it does not participate in and agrees not to participate in during the term of this Agreement in a boycott of Israel under A.R.S. § 35-393.01.

C. NO FORCED LABOR OF THE ETHNIC UYGHURS. Under A.R.S. § 35-394, CONTRACTOR certifies, to the extent permitted by law, that it does not currently, and agrees for the duration of this Agreement that it will not, use:

1. The forced labor of ethnic Uyghurs in the People's Republic of China.
2. Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.
3. Any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

By signing this Agreement, the ENGINEER certifies in writing that if the ENGINEER becomes aware during the term of the Agreement that the ENGINEER is not in compliance with the written certification, the ENGINEER shall notify the CITY within five business days after becoming aware of the noncompliance. If the ENGINEER does not provide the CITY with a written certification that the ENGINEER has remedied the noncompliance within one hundred eighty days after notifying the CITY of the noncompliance, the Agreement terminates, except that if the Agreement termination date occurs before the end of the remedy period, the Agreement terminates on the Agreement termination date.

SECTON XXXII – FORCE MAJEURE

If ENGINEER or CITY are prevented or materially restricted from performing any of their obligations under this Agreement by an event of force majeure, then the obligations of each Party shall be suspended or reduced to the extent made necessary by the event. As used in this section, "force majeure" means any act or cause not reasonably within the control of the Party whose ability to perform is impaired and which that Party could not have prevented by the exercise of reasonable diligence. Examples of 'force majeure" include, but are not limited to, acts of God, fire, flood, explosions, strikes or labor disputes over which the affected Party has no control, sabotage, riots, civil commotion, acts of civil or military authority, wars, pandemic, either state or federally mandate health and safety matters or material changes in applicable business laws or regulations.

SECTON XXXIII – COUNTERPARTS

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature pages from one or more counterparts may be removed from such counterparts and such signature pages all attached to a single instrument so that the signature of all Parties may be physically attached to a single document.

SECTION XXXIV – ENTIRE AGREEMENT

This Agreement, including its Exhibit, represents the entire understanding of CITY and ENGINEER as to those matters contained in this Agreement. No prior oral or written understanding shall be of any force or effect with respect to those matters covered in it. This Agreement may not be modified or altered except by amendment in writing signed by both Parties.

The Parties have executed this Agreement in Yuma County, Arizona, on the day and year set forth above, which is the day the last Party signed this Agreement. The original Agreement will be filed with the City of San Luis Clerk. The ENGINEER agrees that this Agreement, as negotiated, is for the stated work and understands that payment for the total work will be made on the basis of the indicated amount. The CITY shall pay to the ENGINEER, as full consideration for the faithful performance of the Agreement, subject to any additions or deductions as provided in the PROJECT documents, the sum of $2,004,638.00.

City of San Luis, Arizona

_____
Jenny Torres, Acting City Manager

Date: _____

Attest:

_____
Sonia Cornelio, City Clerk

Approved As to Form:

_____
Kay Marion Macuil, City Attorney

Pacific Advanced Civil Engineering, Inc. (PACE)

_____
Mike Krebs, PE, Vice-President

Date: _____

Exhibit 1

May 1, 2024

Eulogio Vera
Public Works Director
City of San Luis
1090 E. Union St.
San Luis, AZ 85349
Phone (928) 341-8577

Re: West WWTP Expansion
Professional Engineering Services Proposal #B777

Dear Mr. Vera,

PACE is pleased to provide our proposal for the West WWTP expansion. Attached are our Scope of Services, Compensation, Labor and Expense Rate Schedule, Provisions and Labor Breakdown.

We appreciate the opportunity to be of service to the City of San Luis and look forward to the successful completion of the expansion. Please contact me if there are any questions or if we may provide any additional information.

Sincerely,

Michael G. Krebs, P.E.
Vice President of Environmental Water Division

MGK/aj

Enclosures: Scope of Services, Compensation, Labor and Expense Rate Schedule, Provisions and Labor Breakdown.

cc: File

W:\B777\3-Contracts - Proposals\1. Proposal\2024-05-01_PRO B777 West WWTP 3.0 Expansion\1. EVera Cov Ltr_2024-05-01.docx

PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES

CITY OF SAN LUIS
WEST WWTP PLANT EXPANSION
#B777

OBJECTIVES:

In November 2022, PACE prepared a Capacity and Expansion Evaluation for the City of San Luis West Wastewater Treatment Plant to identify process deficiencies that impact the performance of the West WWTP. Based on the analysis, PACE concluded that the facility is capable of increasing treatment capacity from 1.5 MGD to 3.0 MGD. In addition, the project will offer the City an opportunity to address other limitations at the facility, and lack of redundancy in critical areas. The identified improvements include:

1) New Influent Headworks System with 6 mm and 2 mm fine screenings, grit removal and odor control
2) New MBR Activated Sludge Process with associated equipment and instrumentation
3) Sludge Dewatering Press and associated equipment and stand
4) Operator Building (Coordination Only)
5) Replacement of approximately 1,800 LF of the influent force main from LS300
6) Structural repair of existing tanks and walkways
7) Upgrade electrical, controls, and installation of new SCADA System
8) Upgrade to existing ancillary equipment associated with plant operation and expansion

The scope of work for this proposal is to prepare design for construction that will utilize a Construction-Manager-At-Risk (CMAR) project delivery.

SECTION A - SCOPE OF SERVICES:

A detailed description of the services to be performed under this Agreement is contained in the following paragraphs. For ease of presentation and understanding, the scope of work has been divided into the following major tasks:

- ***PROJECT DESIGN MANAGEMENT PHASE***
- ***CMAR SELECTION AND COORDINATION SERVICES PHASE***
- ***PRE-DESIGN SERVICES PHASE***
- ***DESIGN SERVICES PHASE***
    - ***Influent Force Main Replacement Design***
    - ***City of San Luis West WWTP 3 MGD MBR Expansion***
- ***CONSTRUCTION PHASE***
- ***POST-CONSTRUCTION PHASE***

A. Consultant agrees to perform the following services:

PROJECT DESIGN MANAGEMENT COORDINATION PHASE

This phase includes design management functions for all activities of this Project. Consultant's Design Manager, Mike Krebs, P.E., will allocate the Consultant's resources and establish all

internal staff responsibilities. Project design management will be developed according to the following tasks:

Task 10 Project Design Management

10.1. Progress Meetings, Agendas & Minutes and Invoices
   a. Progress Meetings will be held on an as-needed basis, to be scheduled in advance between the City of San Luis and Consultant's Project Manager. Up to fourteen (14) virtual meetings are envisioned. These meetings will provide a forum for delivery of Project deliverables as well as meeting agendas which will identify efforts and accomplishments since the last meeting and establish expectations for the next meeting. In addition, informal meetings and coordination will also be included as part of the task. This task also includes tracking time and calculating and preparing monthly invoicing based on a schedule of value format.

10.2. General Design Management/Coordination
   a. Includes project design management/coordination of the Project including internal staff management, obtaining and directing subconsultants, preparing a project design management plan, project communication/files and quality assurance and quality control (QA/QC).

Deliverables: Meeting Agenda and Minutes, Project Schedules, and invoices

CMAR SELECTION AND COORDINATION SERVICES PHASE

This phase includes functions for assisting the City with selecting a CMAR for the project.

Task 20 CMAR Selection

Consultant shall assist the City on the following proceedings required for selecting a CMAR for the project. The City will have a separate CMAR consultant to assist the City with the detailed requirements of the CMAR RFQ/RFP.

20.1. RFQ Preparation Assistance
   a. Assist the City and City's CMAR consultant with technical components of the RFQ/RFP document.
   b. City shall provide any necessary contract forms, terms, insurance requirements, etc. to be included in RFQ/RFP document.

20.2. Solicitation Process
   a. Attend pre-proposal meeting
   b. Provide support to answer technical questions and prepare addendums throughout the process.
   c. City will prepare the contract for the CMAR utilizing the RFQ/RFP document items and finalize the contract.

Task 21 CMAR Design Coordination

Consultant shall coordinate with the CMAR during the design progression to ensure consistent and open communication as to the design parameters and intent. This is above and beyond the normal meetings with the City and is additional communication and design work for the CMAR and Consultant. This will prepare the CMAR for each revision and submittal for review at 60%, and 90% and include Value Engineering and Constructability Reviews. Consultant will provide the CMAR with necessary information for CMAR to assemble cost estimations and GMPs at

60%, 90%, and 100% milestones. Consultant shall assist the City in GMP review and negotiations. Consultant shall assist the City in reviewing the CMAR subcontractor selection as necessary.

PRE-DESIGN SERVICES PHASE

The objective of the predesign service phase is to develop the detailed framework for the preparation of final design construction contract documents. This Project work will be developed according to the following subtasks:

Task 30 Data Gathering and Site Visits

Consultant shall perform data collection to obtain necessary existing information including, but not limited to: Current Plant As-Builts, Current Permits, Existing Engineering Reports, 12 months of influent & effluent flow (Loading, Diurnal flows), Survey (and any survey data & coordinate system) / Geotechnical Report / Hydrogeological Report, and electrical monthly usage bills (12-24 months).

30.1. Review Capacity and Expansion Evaluation and Costs for accuracy and revalidating MBR as recommended alternative.

30.2. Perform Operator Workshop to review and discuss differences in operations when converting from SBR to MBR process.

30.3. One (1) existing MBR tour trip to see existing MBRs in operation. This budget is an allowance and will only billed for actual hours expended and expenses (cost +10%) incurred.

30.4. One (1) on-site visit to coordinate the services listed.

30.5. One (1) Electrical on-site visit to be conducted by PACE's Electrical Engineering Group.

Task 31 Survey & Geotechnical

The existing facility site shall be surveyed and the Consultant will verify existing conditions and establish horizontal and vertical control points of existing structures and facilities. The following photogrammetric services will be provided:

31.1. Site Survey

a. Perform a complete topographic survey of the site and existing improvements. Survey shall show any property monuments found (if any) in the field during the survey on the design base maps. The topographic survey will include the WWTP property boundary and the force main alignment.
b. Prepare the ALTA survey for the site and affected parcels along the force main alignment for review regarding potential existing easements. If existing easements are revealed by the title report, they will be researched and added to the base drawings. City will pay any fees required for title reports.
c. It is anticipated that utility locating services for marking the existing buried utilities at the project location will be needed. Surveyor will coordinate with the City to collect buried utility location surface markings (marking performed by others) and include this information in the base mapping, together with any above ground evidence. Surveyor will coordinate with the City to collect any available as-built plans and previous design plans and incorporate that information into the base mapping.

Deliverables: One (1) Electronic copy of Final Topographic Survey Drawing

31.2. Geotechnical Investigation

a. Consultant shall coordinate with the Geotechnical Consultant during the design process to ensure accurate data and information are shared.
b. The purpose of geotechnical engineering services will be to evaluate the subsurface conditions to provide recommendations and/or discussion for the following:
   - Foundation design parameters, including footing types, depths, allowable bearing capacities, and estimated settlements
   - Slabs-on-grade
   - Excavation conditions
   - Earthwork, including backfill placement and suitability of existing soils for backfill materials
   - Cut slopes
   - Lateral earth pressures
   - Corrosivity
   - Aggregate Surfacing

c. Field Exploration
   Conduct subsurface exploration program that is based on current site access conditions. All explorations will be advanced to the depths of approximately 20 ft bgs unless refusal to auger penetration is encountered. A field engineer will log the test borings, record blow counts of penetration tests, and obtain undisturbed and representative samples of soils encountered as conditions dictate.

d. Laboratory Testing
   A geotechnical engineer will examine the samples and field logs and assign the laboratory tests. The following laboratory tests may be performed:
   - Field moisture content
   - In-situ soil density
   - Remolded expansion potential
   - Compression
   - Sieve analysis
   - Liquid limit and plasticity index
   - Soluble salts/sulfates/chlorides
   - Corrosivity (ASTM A674)

e. Analyses and Report
   Prepare a geotechnical engineering report that includes a description of the project, a discussion of the field and laboratory testing programs, a discussion of the subsurface conditions, and design recommendations as required to satisfy the purpose previously described, including recommendations for further investigation and analysis, if necessary.

Deliverables: One (1) Electronic copy of Final Geotechnical Report

Task 32 Conceptual Design Report

Consultant will prepare the Conceptual Design Report based on the Capacity and Expansion Evaluation (PACE, 2022) for the 3.0 MGD MBR Expansion. This report shall become basis of the final WWTP design and shall comply with the AZ Title 18 requirements. Consultant will provide a draft report to the City for review and approval.

32.1. Conceptual Design Report (30% Progress Design)
   a. Conceptual Basis of Design, Site Layout, Equipment list, and Report
   b. Hydraulic Profile
   c. Engineer's opinion of Probable Construction Cost Estimate & Schedule

32.2. Conceptual Design Value Engineering Meeting – Review & Comment with the City and CMAR.

32.3. Conceptual Design Response to Comments

Deliverables: One (1) Electronic copy of Conceptual Design Report

Task 33 Performance Specifications

Based on the Conceptual Design Report, Consultant shall prepare and provide a Performance Specification Bid Package to obtain competitive bids on treatment plant equipment capable of meeting the design requirements. Performance Specification Bid Package will be modified one time based on review by the City Staff & CMAR. Consultant, based on approved Performance Specification Bid Package, shall obtain a minimum of three (3) bids from manufacturers for each component. Consultant shall assist the City in evaluating equipment bids and shall prepare recommendations of equipment selection. This task shall include the following:

33.1. Headworks (Screening and Grit Removal)
   a. Develop Performance Specifications
   b. Review of Performance Specifications with City Staff & CMAR.
   c. Submit, Review and Evaluate Equipment
   d. Equipment Recommendation Memo

33.2. MBR Secondary Process
   a. Develop Performance Specifications
   b. Review of Performance Specifications with City Staff & CMAR.
   c. Submit, Review and Evaluate Equipment
   d. Equipment Recommendation Memo

33.3. Sludge Dewatering Equipment
   a. Develop Performance Specifications
   b. Review of Performance Specifications with City Staff & CMAR.
   c. Submit, Review and Evaluate Equipment
   d. Equipment Recommendation Memo

33.4. Blowers Equipment (if required)
   e. Develop Performance Specifications
   f. Review of Performance Specifications with City Staff & CMAR.
   g. Submit, Review and Evaluate Equipment
   h. Equipment Recommendation Memo

33.5. Review Recommendations with City Staff & CMAR

33.6. Award Equipment (City).

33.7. Develop Letter of Intent for each equipment element

Deliverables: One (1) Performance-Based Specifications and Evaluation for Headworks, MBR Equipment, Sludge Dewatering and Blower Equipment

DESIGN SERVICES PHASE

The Consultant shall perform final design of the City of San Luis 3.0 MGD MBR Expansion. Construction Contract Documents shall be in accordance with approved Preliminary Design Report and shall be based on the design of the following WWTP components:

The following project assumptions include:

1. *Design of retrofits, demolition, and conversion of the existing 1.5 MGD SBR WWTP to a 3.0 MGD MBR Activated Sludge treatment systems including headworks screening and grit removal treatment; secondary biological nutrient removal with MBR filtration; sludge digestion, drying and dewatering; chlorine disinfection and effluent disposal as further detailed below.*
2. *Design of approximately 1,800 LF of force main replacement.*
3. *Design of site civil, including site grading, process yard piping, access roads, trenching design, and other civil design details.*
4. *Process Design; Mass balance design and calculations; Plant-wide process flow diagram; Process flow diagrams for individual unit processes; Summary of unit process design criteria and projected operating conditions; and Process narrative for individual unit processes.*
5. *Design of new combination fine screen headworks and grit removal, including access platform and piping to allow for the existing headworks screen to remain in operation during construction.*
6. *Design of the MBR Activated Sludge Tertiary treatment process, including process piping, hydraulic structures, and process components.*
7. *Design of upgrades to existing and new process blowers as required for MBR process, including process air piping and valving.*
8. *Design of Chemical Bay structure and chemical storage for sodium hypochlorite for MBR process and effluent disinfection*
9. *Design of structural improvements to existing SBR tanks (to transition to the MBR process tanks), aerobic digestion tank and walkways, including new overhead crane system.*
10. *Design of new sludge dewatering equipment, stand and shade structure, and associated equipment.*
11. *Design of upgrades to existing electrical and new electrical systems, additional backup diesel generator and ATS, and required system power, lighting, receptacles, bonding, and control electrical.*
12. *Design of controls and instrumentation for new MBR process and other process upgrades mentioned above, including Control philosophy; Control system block diagram; Process control descriptions; and P&ID drawings for major equipment and systems.*
13. *Consultant shall prepare complete Project Construction Specifications ready for bidding based on typical CSI format used by the City.*
14. *Project team communication, project development, 60% - 90% - 100% design plans, specifications, and cost estimating, pre-construction contractor auditing and bid services,*

construction phase support services, startup, training, operation manuals, and record drawings as described in the scope tasks and deliverables below.

15. *Consultant shall prepare permit application for WWTP expansion the Arizona Department of Environmental Quality (ADEQ), including Aquifer Protection Permit, 4.01 Permit. Client shall be responsible for environmental permitting and all permit fees.*

Any major changes made by the City in the design concept set forth in the Preliminary Design Report, after detailed design has been initiated, will constitute a change in scope requiring a contract change order. Similarly, any major changes in design concepts set forth at previous Project milestones (for example, changing a design concept set forth at the 60% milestone subsequent to the 60% review meeting), will constitute a change in scope requiring a contract change order. For purposes of this contract, a "major" change is defined as:

1. *A change in the construction scope of work that requires the production of additional drawings and/or specifications by Consultant, or substantial modifications to existing drawings and or specifications.*
2. *A change in effluent quality criteria or a change in the means of effluent disposal from those set forth in the Conceptual Design Report that increase or decreases the scope of work.*
3. *A change in City's preferences that requires changing allowable materials and/or manufactures, when those materials and/or manufacturers have previously been agreed to, if it results in additional work for the Consultant.*
4. *A change in the Project numbering and/or naming system, including drawings, specifications, equipment, instruments, conduit, conductors and similar items.*
5. *A change in the electrical or control system architecture after conceptual approval.*
6. *A change in the style or level of detail in the presentation of the design (i.e., drawings and specifications). Unless explicitly stated otherwise, all design documents will be prepared using Consultant's established standards.*
7. *A change from Consultant's current standard presentation for drawings and specifications.*

It is expected that comments on proposed design concepts will be provided by the City in a timely fashion (within 14 calendar days), including but not limited to processes, design criteria, numbering systems, electrical and control system architecture, materials, equipment, allowable manufacturers, or design features.

Task 40 Influent Force Main Replacement Design

Consultant shall prepare a separate set of plans for the influent force main design and shall be based on the alignment and type of replacement identified in the preliminary design. The design shall include 60%, and 100% design plans for approximately 1,800 LF of sewer force main from the existing lift station to the WWTP. The force main design shall include:

- Force main sizing and hydraulic calculation
- Plan and profile of the proposed force main alignment
- Horizontal and vertical controls
- Force main process and valve design, including air combination valves, isolation valves, etc.
- Crossing requirements through the existing canal and levee using the existing casing
- Design components to be provided by the Client shall include:
    - Existing as-builts of the existing 12" force main

Deliverables: One (1) Electronic copy of Draft 60%, 90%, and 100% Plans and Specs

Task 41 60% WWTP Design Services

Consultant shall provide design of the WWTP upgrades to include general/civil, process/mechanical, structural, electrical, and instrumentation to a 60% progress. The WWTP contract documents will consist of the following:

- General / Project Data Plan Sheet
    a. Construction drawings to be prepared for general design will include Project information and location maps, general construction notes, plant flow schematics, plant hydraulic profiles, and basis of design.

- Site Civil Design Plans
    a. Site Civil design shall include development of WWTP layout and survey control; yard piping plan and profiles, etc. Civil yard piping shall be limited to the process yard piping only. Existing utilities shall be referenced based on as-built information.
    b. Coordinate with City Staff to design treatment site connectivity (sidewalks, pathways, driveways, etc.).

- Grading & Drainage Plans
    a. Consultant shall use the site-specific topographic survey and the site layout plan to create a site grading and drainage plan. The plan will include removal limits of existing improvements (if required); match conditions; new finished surface improvements per the site plan including general graded areas, access driveway; design spot grade elevations; existing and design contours; and construction notes with references to applicable local design standards and details.

- Process Structural Plans
    a. Consultant shall coordinate with project structural engineer for structural layout of the WWTP to include:
        - Structural modifications to the existing aeration basins as needed for the MBR process conversions
        - Overhead crane system
        - Equipment pads on grade
        - Steel framed shade structure over chemical storage
        - Steel frame structures for headworks and sludge dewatering equipment
        - Structural repairs to tank walkways and other existing concrete structures
        - Structural repairs to correct bowing of aerobic digester exterior walls

- Mechanical Process Plans
    a. Mechanical process design shall include development of the detailed control and operational schemes for the various processes and process units. The preliminary process schematic diagrams will be developed into fully detailed drawings and incorporated into the construction documents. Processes and equipment shall be as set forth in the Preliminary design. The design will include the mechanical equipment, location and arrangement of the equipment and the associated piping, and design of the supports for equipment and piping. Consultant shall provide mechanical and process design to include:
        - Headworks screenings and grit removal

- MBR Process equipment, process piping and valving
    - Installation of new blowers and existing blowers improvements
    - Installation of RAS Pumps
    - Installation of new Aeration and mixing equipment
    - Installation of Permeate pumps
    - Modification to existing WAS pumps
    - Installation of chemical injection and membrane cleaning system
- Sludge Dewatering System
- Headworks Odor Control
- Improvements to existing chlorine disinfection and effluent pump station
- Improvements to WAS and Sludge Drying beds

- Electrical Design Plans
    a. Electrical design shall include assessment of the WWTP unit power requirements, plant-wide power and control distribution, as well as integration of motor control schemes and motor control centers and power conduits. The electrical design shall be coordinated with utility requirements. Specifically, the electrical design plans shall include the following:

        - Review Existing Electrical Drawings and load calculations for site.
        - Prepare load calculations and single line diagram for WWTP.
        - Prepare electrical drawings including an overall site plan showing new equipment to include the following:
            - Distribution Panel, ATS, and MCC
            - Process equipment power and instrumentation controls
            - Standby Generator
        - Prepare a conduit and wire table showing all power conduits and wire for equipment listed above including spare conduits for site surveillance
        - Prepare necessary elevation views of the equipment listed above to help determine layout and size.
        - Prepare panel schedule and other electrical installation details as required.
        - Prepare system fault current and voltage drop calculations as required.
        - Show all areas that will be classified (Class I Div. II or greater) and show all seal-off locations as required.
        - Prepare schematics for control of all motors listed above.
        - Prepare generator sizing

- Process and Instrumentation Control Design Plans
    a. Instrumentation design shall include selection/specification of instrumentation hardware and software to accomplish the control and operation scheme required, design of alarm and display systems, functional layout of area control centers and selection of control and monitoring instruments. Instrumentation requirements will be prepared as part of the construction documents, and shown on the Process and Instrumentation Diagrams (P&IDs) and instrumentation drawings. Consultant shall prepare specifications describing the plant monitoring and control systems (i.e. PLC and SCADA) to be furnished by the contractor. The SCADA specifications shall include incorporating the WWTP SCADA with the City's central SCADA. Process and Instrumentation drawings shall show control devices.

- Preliminary Project Technical Specifications and Design Report
    a. The Consultant shall prepare project specifications based on the Construction Specification Institute (CSI) 2014 format. Construction specifications shall define the qualitative requirements of materials and products and set forth the special conditions and technical requirements for construction of the Project.
    b. A design report shall be prepared to provide the Basis of Design for the different process areas within the proposed WWTP. The Conceptual Design Report will identify process equipment requirements, sizing and functionality.

The 60% Design Package will include the following:

- Engineering Design Report
- Construction Drawings
- Specifications

Deliverables: One (1) Electronic copy of Draft 60% Design Report
One (1) Electronic copy of Draft 60% Drawings and Technical Specifications
One (1) Electronic copy of Final 60% Design Report

Task 42 90% WWTP Design Services
Consultant shall provide design of the WWTP upgrades to include general/civil, grading & drainage, process/mechanical, structural, electrical, instrumentation, technical specifications and design report to a 90% progress based on comments from the 60% design review.

Deliverables: One (1) Electronic copy of Draft 90% Design Report
One (1) Electronic copy of Draft 90% Drawings and Technical Specifications
One (1) Electronic copy of Final 90% Design Report

Task 43 100% WWTP Design Services
Consultant shall provide design of the WWTP upgrades to include general/civil, grading & drainage, process/mechanical, structural, electrical, instrumentation, technical specifications and design report to a 100% progress based on comments from the 90% design review.

Deliverables: One (1) Electronic copy of Draft 100% Design Report
One (1) Electronic copy of Draft 100% Drawings and Technical Specifications
One (1) Electronic copy of Final 100% Design Report
One (1) Hard copy of Final 100% Design Report
Three (3) Hard copy of Final 100% Drawings (half-size)
One (1) Hard copy of the Technical Specifications

Task 50 Permitting
Consultant will assist the City with permitting activities.

50.1. ADEQ APP Significant Amendment
The APP program is administered by ADEQ and regulates facilities that discharge pollutants to the land surface, underlying soil, or groundwater, where there is a reasonable probability that pollutants could reach the aquifer. Wastewater treatment facilities are required to obtain an individual APP for operation. Per ACC R18-9-A211 (Permit Amendments), material and substantial alterations or additions to a permitted facility will require a significant permit amendment.

a. Consultant will assist City with preparing the required application for the Significant Amendment to the existing APP for process and equipment modifications and operation of the WRF.
b. APP Pre-Application Meeting
    - Consultant will meet with the ADEQ to discuss the Project, the permitting schedule and permitting objectives.
    - This will take place early in the design phase.
c. APP Application Preparation
    - Consultant will collect all of the data required for the APP and it will be compiled into the draft APP application and submitted for review. This information will include general owner/operator information, demonstrations of financial and technical capability and site-specific characteristics. Consultant will provide Owner with draft copies of the APP Significant Amendment application for review and comment prior to submission to ADEQ. This will also include an application pre-submission review meeting with ADEQ.
    - This will take place at 60% design progress.
d. APP Respond to ADEQ Administrative and Technical Comments
    - Consultant will prepare written responses to ADEQ's administrative and technical comments, as necessary, during the review process. The Consultant will work with Owner to prepare timely, adequate responses to the agency.

50.2. ADEQ 4.01 Permit
The 4.01 Permit is required for the replacement of the force main. Consultant shall contact ADEQ to verify if the proposed replacement of the influent force main will require a 4.01 Permit. This permit process includes a Notice of Intent to Discharge application prior to construction and a Discharge Authorization application after construction.

50.3. Yuma County 208 WQMP
Consultant shall contact Yuma County to verify if the proposed WRF improvements will require a Yuma County 208 WQMP Amendment. It is anticipated that an amendment will not be required as we looked at the current Yuma County 208 plan and it is showing that expansion of the West WWTP is covered up to 5 MGD. Should it be required for any other reason, a change order will be requested to provide these additional services.

Deliverables: One (1) Electronic copy of Draft APP Application
One (1) Electronic copy of Final APP Application
One (1) Hard copy of Final APP Application
One (1) Electronic copy of the 4.01 Permit

CONSTRUCTION SERVICES PHASE

Task 60 Construction Progress Meetings

It is assumed that the project construction will be approximately 14 months. Consultant's Engineer-of-Record will attend the 52-progress meeting during the construction of this WWTP Expansion.

a. Onsite Monthly Progress Meetings: The meeting is a one-day, 8-hour time frame to allow for the meeting and site time for a walk through, observation & assistance.

b. Remote Bi-Weekly Progress Meetings (via 1-hr conference calls)

Task 61 Construction Support

Consultant will review all project submittals as defined in the plans & specifications for intent and compliance with the project plans & specifications. In addition, Consultant will respond to contractor requested "Request for Information" or Design Clarifications obtained in writing from the CMAR. This task involves the following:

- RFI, ESI & Project Inquiries/Coordination
- Structural Submittals
- Electrical Submittals

Task 62 Onsite Resident Project Representative (RPR)

The Onsite Resident Project Representative will be onsite for 5 days per week on average for a duration of 14 months and will be responsible for the following tasks throughout the duration of the Construction Phase. This budget includes all hours and travel expenses required and will be used as needed. The budget covers 308 days and will be billed according to the number of days worked on our monthly billing at $1,363.64 per day.

1. Maintain weekly construction progress reports that includes the following:
   a. Rough Estimate of Percent completion to date of each construction phase
   b. Work completed or in progress for the week
   c. Weather conditions for the week
   d. Tests performed during the week and the results of the test (if available)
   e. Anticipated work by contractor for the upcoming week
   f. Problem areas, conflicts, delays or any other comments
   g. Construction photos for the week of each work area
2. Maintain shop drawings and RFI logs, ensure the correct sequence of review, and ensure the prompt response/ review of each item.
3. Correspond with Engineer-of-Record regarding clarifications and interpretations of plans and specifications, conflicts and any proposal field modification and/or revisions.
4. Provide daily onsite inspection of each work area in accordance with the plans and specifications
5. Maintain independent daily log
6. Provide independent update on the construction schedule and progress
7. Ensure that all required tests are to be performed per the contract document either by contractor or independent third-party inspector.

Task 63 Contractor Billing Reviews & Work Directives

Consultant at the direction of the City will review CONTRACTOR change orders or work directives and provide comments and recommendations.

Task 64 Startup Assistance & Training

Consultant will provide start up and training assistance to the City and the CONTRACTOR during the substantial completion phase of the project. Consultant has provided ten (10) working days of onsite start up assistance with a Sr. Project Engineer. Consultant will upon completion of all items, approvals and acceptance provide a Final Acceptance letter for the City to ADEQ. This task includes the following:

- Clean Water Testing Assistance
- Seeding Coordination Assistance
- Process training
- Startup Assistance

Task 65 Special Inspections
Consultant shall provide the services of a 3rd party special inspector for structural and electrical work requiring a special inspection in accordance with the Contract Document. The inspector shall be certified or licensed in the State of Arizona to do inspection services for the specified work. This excludes all other testing and material inspection services to be performed by the Contractor, such as geotechnical, concrete, etc. It is assumed that the inspections performed by the Consultant will be completed by the RPR. This budget is an allowance to be used as needed.

Task 66 Final inspections
Prior to Substantial Completion, Consultant shall perform a final inspection of the construction of the project.

Task 67 Substantial Completion
After final inspection, Clean Water testing, and startup have been completed and accepted, Consultant shall review testing, inspection, and startup documentation from the CONTRACTOR and shall prepare a substantial completion binder and letter to the City establishing that the project is at substantial completion. Consultant shall also complete the Engineer of Record's Certification of Completion. A copy of the substantial completion binder and Certification of Completion shall be submitted to ADEQ per permit requirements.

POST CONSTRUCTION SERVICES PHASE

Task 68 Operations & Maintenance (O&M) Manual
Consultant shall prepare a complete, navigable Electronic Operation and Maintenance Manual in PDF format for the treatment facility that will include:

- Description of Normal Operation Sequence for Each Process
- Description of Emergency Procedure for each process
- Service Requirements
- Service Manuals for Major equipment, valves and instrumentations
- Record Drawings
- List and Contracts of Equipment and Processes
- List and Contacts of equipment Suppliers, Vendors and Manufactures
- Additional General Service Catalogs

Consultant shall instruct Client on proper use and maintenance of O&M Manual.

Task 69 Record Drawings
Consultant will prepare Record Drawings from the "As Built Drawings" provided by the CONTRACTOR. Consultant will review the As-Built Drawings with the CONTRACTOR in the field for accuracy and completeness. This review is not a guarantee of accuracy but a check on what has been documented to determine if logical. The CONTRACTOR is responsible for the As-Built completeness and accuracy.

Task 70 On-Call Operational Support
Consultant shall provide on-call consulting for operational support for six (6) months following the completion of the WWTP expansion. This budget is an allowance and will only billed for actual hours expended and expenses (cost +10%) incurred.

Task 71 Construction Warranty Inspection
Consultant shall provide assistance to the City for coordination of required construction warranty items and substandard equipment or installation issues with a follow-up visit at 10 months and 22 months after construction completion. It is understood that the City will require a 2-year warranty for the construction work, but a 10-moth inspection is being budgeted in case the equipment warranty is only 1 year. This budget is an allowance and will only billed for actual hours expended and expenses (cost +10%) incurred.

SECTION B - COMPENSATION:
CONSULTANT will complete the work outlined herein, and invoice City monthly progress based on a fee budget of $1,509,210, plus an allowance budget of $495,428 billed at time and expense for a total of **$2,004,638** in accordance with the attached "Hourly Labor and Expenses Rates Schedule" and "Estimate Worksheet).

Task Description		Professional Fee
Task 10	Project Design Management	$ 78,000
Task 20	CMAR Selection	$ 9,120
Task 21	CMAR Design Coordination	$ 54,800
Task 30	Data Gathering and Site Visits	$ 34,300
Task 31	Survey & Geotechnical	$ 88,790
Task 32	Conceptual Design Report	$ 41,830
Task 33	Performance Specifications	$113,590
Task 40	Influent Force Main Replacement Design	$ 43,080
Task 41	60% WWTP Design Services	$320,840
Task 42	90% WWTP Design Services	$204,320
Task 43	100% WWTP Design Services	$127,620
Task 50	Permitting	$ 62,720
Task 60	Construction Progress Meetings	$ 58,534
Task 61	Construction Support	$195,306
Task 62	Onsite Resident Project Representative (RPR)	$420,000
Task 63	Contractor Billing Reviews & Work Directives	$ 12,810
Task 64	Startup Assistance & Training	$ 30,196
Task 65	Special Inspections	$ 25,000
Task 66	Final inspections	$ 9,714
Task 67	Substantial Completion	$ 6,324
Task 68	Operations & Maintenance (O&M) Manual	$ 20,202
Task 69	Record Drawings	$ 21,560
Task 70	On-Call Operational Support	$ 22,638
Task 71	Project Warranty Follow Up	$ 13,060
	TOTAL FEE:	**$2,004,638**

ASSUMPTIONS AND EXCLUSIONS:

1. The Client's responsibilities shall include providing PACE with the base data and project information in a timely manner, coordination and management of other team consultants

to assure that the project schedule can be met, and prompt payment of invoices in accordance with the terms and conditions included herein. The specific items that are to be provided by the City or other consultants include the following:

a. City input pertaining to project design issues and requirements including scheduling.
b. Existing design documents such as record drawings, design reports, geotechnical reports, influent and effluent data, utilities bill, etc.
c. Any other data that directly impacts PACE ability to perform the design in an efficient and economic manner.

2. Any proposed project changes which affect work in progress or previously completed will be justification for additional compensation.

3. No environmental documentation or support, including no environmental permitting beyond what is stated in the scope of work.

4. Local government approval meetings, hearings, etc., and preparation of presentation graphics will be under separate work authorization, if required.

5. For all the data delivered to PACE for the purpose of digital mapping, including but not limited to GIS and AutoCAD, PACE requires said data be delivered in one of the recognized standard coordinate systems such as the State plane Coordinate System or the Universe Transverse Mercator (UTM). In addition, PACE requires all datums, vertical and horizontal, be documented in a metadata sheet and be included along with the delivered data. If the coordinate system is in what is often referred to as a "Local Coordinate System," and the deliverer does not have the capability to convert data into one of the recognized standard coordinate systems, PACE requires a Control Conversion document (CCD) be included in the deliverable. The CCD will include all the necessary coordinate transformation information and scale factors needed to make an accurate translation of the data to PACE's acceptable coordinate systems. If this information is not available, PACE will require an addendum to this proposal to include Time and Materials used to translate the delivered data into the appropriate standard coordinate system.

6. The design fees proposed herein shall apply until one year from date of proposal. The construction and post construction fees have been calculated to add 5% to accommodate the change in rates for 2025 with the expectation that construction will be completed in 2025-26 (excluding RPR and the Construction Warranty Inspection). Due to ever-changing costs, Consultant will increase those portions of the contract fee for which work must still be completed after 24 months from date of proposal, as negotiated with the City up to a maximum of ten-percent (10%).

PACE
Advanced Water Engineering

2024 HOURLY LABOR RATES

Principal	$300
Sr. Project Manager / Sr. Consulting Engineer	$260
Project Manager / Consulting Engineer / Sr. I&C Specialist	$250
Sr. Electrical Engineer / Sr. GIS Analyst	$245
Sr. Project Engineer / Sr. Design Engineer	$220
Project Engineer / Design Engineer II	$190
Instrumentation & Controls Specialist	$185
Sr. CAD Designer	$175
Design Engineer	$150
CAD Designer / GIS Analyst	$145
Graphic Designer	$125
Project Coordinator	$105
Administrative Support	$100
Assistant Designer	$85
G.P.S. Survey Unit (w/ Operator)	$290
Expert Witness / Legal Consultation	$400 + Exp.

REIMBURSABLE EXPENSE RATES*

	Units	Cost
Travel		
Mileage (Per Mile)	Mile	$0.67
Airfare, Auto Rental, Hotel		At Cost
Misc. Travel (Parking, tax, tolls, meals, etc.)		At Cost
Per Diem (Contract Rate)	DAY	Contract Rate
Outside Reproduction		At Cost
Shipping (FedEx, UPS, Courier, etc.)		At Cost
Misc. (Review Fees, Specific Charges)		At Cost
Reproduction (In-House)		
Sheet Bond - B/W Prints and Copies – All sizes	SF	$0.16
(8 ½ x 11 to 12 x18)		
Sheet - Color Prints and Copies – All sizes	SF	$1.20
Sheet - Glossy Color Print/Photo – All sizes	SF	$2.60
Roll - Plots and Copies (Roll Paper)		
- Bond (B/W)	SF	$0.88
- Bond (Color)	SF	$1.56
Roll - Vellum or Mylar Plots	SF	$2.60
Roll - Glossy Color Plot Exhibits (Roll Paper)	SF	$3.12
Report 3-Ring Binders		
≤ 1.5”	EA	$10.40
1.5” to 3”	EA	$15.60
> 3”	EA	$26.00
Coil or GBC Punch Binding	EA	$1.04

*Note: All reimbursable expenses will be invoiced at the above rates + 10%

PACE
Advanced Water Engineering

AGREEMENT BETWEEN CLIENT AND CONSULTANT

AGREEMENT ENTERED INTO AT Scottsdale, AZ made this 1st day of May 2024, by and between **City of San Luis** hereinafter called "Client," and **Pacific Advanced Civil Engineering, Inc. (PACE)**, a California corporation, herein called "Consultant."

Client and Consultant agree as follows:

A. Client retains Consultant to perform services for:

Provide engineering services for design and construction (via CMAR delivery) for the Expansion of the San Luis West WWTP.

hereinafter called "Project."

B. Consultant agrees to perform the following scope of services:

(See attached Scope of Services – Section "A" for a detailed description)

C. Client agrees to compensate Consultant for such services as follows:

Fee

(See attached Compensation Page – Section "B" for a detailed description)

D. This Agreement is subject to Provisions of Agreement 1 through 28 attached herewith, and the terms and conditions contained in initialed exhibits attached herewith and made a part hereof.

IN WITNESS WHEREOF, the parties hereby execute this agreement upon the terms and conditions stated above and on the day and year indicated above.

Pacific Advanced Civil Engineering, Inc. (PACE)	**CLIENT: City of San Luis**
By:	**By:**
Name: Michael G. Krebs, PE	**Name:**
Title: Vice President of Environmental Water	**Title:**
Job #: B777	**Date:**

W:\B777\3-Contracts - Proposals\1. Proposal\2024-05-01_PRO B777 West WWTP 3.0 Expansion\4. Agreement_2024-05-01.docx

GENERAL PROVISIONS ATTACHED TO THAT CERTAIN

AGREEMENT BETWEEN CLIENT AND CONSULTANT

DATED May 1, 2024 (collectively, the "Agreement")

Pacific Advanced Civil Engineering, Inc. (PACE) shall be hereinafter referred to as "CONSULTANT" and **City of San Luis** will be hereinafter referred to as "CLIENT" with respect to the "PROJECT" known as **San Luis West WWTP Expansion**.

GENERAL

1. In the performance of the services under the Agreement, CONSULTANT shall at all times be an independent contractor, contracting services to CLIENT solely pursuant to the Agreement, and CONSULTANT is not, nor shall CONSULTANT represent CONSULTANT to be at any time, an agent or employee of CLIENT except as expressly set forth in the Agreement.
2. CLIENT agrees to cooperate in any and every way or manner with CONSULTANT on the PROJECT.
3. In addition to the printed provisions, the drawings and specifications shall become the property of CLIENT at completion of construction of the PROJECT. The CLIENT shall not reuse project design, drawings, and specifications without written consent of CONSULTANT. CONSULTANT will provide reproducible transparencies of the final PROJECT plans to CLIENT at completion of construction of the PROJECT. CONSULTANT, however, does not assume any professional responsibility or liability for use of the final plans and/or the drawings or specifications at any location other than this particular PROJECT site. CLIENT will defend, indemnify and hold CONSULTANT harmless from any errors and/or omissions arising out of the use of the final plans and/or the drawings and specifications at any other location.
4. All agreements on CONSULTANT'S part are contingent upon and subject to, the fact that CONSULTANT shall not be responsible for damages, or be in default or be deemed to be in default, by reason of delays in performance by reason of strike, lockouts, accidents, acts of God and other delays unavoidable or beyond CONSULTANT'S reasonable control or due to shortages or unavailability of labor at established area wage rates or delays caused by failure of CLIENT or CLIENT'S agents to furnish information or to approve or disapprove CONSULTANT'S work promptly, or due to late or slow, or faulty performance by CLIENT or Client's consultants or contractors, or by governmental agencies. In the case of the happening of any such cause of delay, the time of completion of CLIENT'S work under the Agreement shall be extended accordingly.
5. In the event that all of the obligations of CONSULTANT or CLIENT, respectively, required to be performed under the Agreement have not been performed as agreed for any reason other than a default by other party hereto, the non-defaulting party shall have the right, upon giving 30 calendar days prior written notice to the other party hereto, to terminate the Agreement and CONSULTANT shall be paid to the date of termination for all services rendered and cost incurred hereunder.
6. CONSULTANT makes no warranty, either expressed or implied, as to CONSULTANT'S findings, recommendations, specifications or professional advice except that these were promulgated after being prepared in accordance with generally accepted Civil Engineer practices and under the direction of a Civil Engineer and/or a professional staff.
7. CONSULTANT makes no representations concerning soil conditions unless specifically included in writing in the Agreement and CLIENT is not responsible for any liability that may arise out of the making, or any failure to make, soil surveys or subsurface soil tests or general soil testing.
8. CONSULTANT makes no representation concerning construction cost figures estimated in connection with maps, plans, specifications or drawings other than that all cost figures are estimates only.
9. In consideration of CONSULTANT'S fee for services, CLIENT agrees that, unless otherwise specified, CONSULTANT will perform no on site construction review for this PROJECT, unless specifically included in writing in this Agreement, that such services will be provided by others and that CLIENT shall defend, indemnify and hold CONSULTANT harmless from any and all liability, real or alleged, that might be occasioned by others performing construction review for this PROJECT.
10. CLIENT agrees that in accordance with generally accepted construction practices, the construction contractor will be required to assume sole and complete responsibility for the PROJECT site, including safety of all persons and property; that this requirement shall be made to apply continuously and not be limited to normal working hours and CLIENT further agrees to defend, indemnify and hold CONSULTANT harmless from any and all liability, real or alleged, in connection with the performance of work of this PROJECT, except liability arising from the sole negligence of CONSULTANT.
11. Notwithstanding anything else to the contrary contained herein or in the Agreement, CLIENT agrees to limit CONSULTANT'S exposure to liability and damages to CLIENT and to all contractors and subcontractors on the PROJECT, due to professional negligent acts, errors or omissions of CONSULTANT, to the lesser of the limits of CONSULTANT'S errors and omissions and general liability insurance policies, or the fee paid to CONSULTANT for the performance of the services under the Agreement. IN NO EVENT WILL CONSULTANT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, EXPENSES, LOST PROFITS, OR OTHER DAMAGES ARISING OUT OF THE PERFORMANCE OR NON-PERFORMANCE OF THE SERVICES UNDER THE AGREEMENT, EVEN IF CONSULTANT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE. THIS SECTION WILL SURVIVE THE TERMINATION OF THE AGREEMENT.
12. Upon written request, each of the parties hereto shall execute and deliver, or cause to be executed and delivered, such additional instruments and documents which may be necessary and proper to carry out the terms of the Agreement.
13. The terms and provisions of the Agreement shall not be construed to alter, waive or affect any lien or stop notice rights, which CONSULTANT may have for the performance of services under the Agreement.
14. No conditions or representations, altering, detracting from or adding to the terms of the Agreement or hereof shall be valid unless printed or written hereon or evidenced in writing by either party to the Agreement and accepted in writing by the other party hereto.
15. One or more waivers of any term, condition or covenant by CONSULTANT shall only be effective if in writing and shall not be construed as a waiver of any subsequent breach of the same or any other term, condition or covenant.

16. In the event any provision of the Agreement shall be held to be invalid and unenforceable, the other provisions of the Agreement shall be valid and binding on the parties hereto.
17. Should litigation be necessary to enforce any term or provision of the Agreement, or to collect any portion of the amount payable under the Agreement, then all litigation and collection expenses, witness fees and court costs and attorneys' fees shall be paid to the prevailing party.
18. The Agreement binds CONSULTANT and CLIENT and their successors and permitted assigns. Neither party hereto shall assignor transfer, whether by operation of law or otherwise, all or any portion of such party's interest, rights or obligations in the Agreement without the prior written consent of the other party hereto.
19. The Agreement and the documents, drawings, plans and specifications referred to therein, and these General Provisions, constitute the entire agreement of the parties hereto with respect to the matters set forth therein and herein and are the final, complete and exclusive expression of the terms and conditions thereof. All prior or contemporaneous agreements, representations, negotiations and understandings of the parties hereto, oral or written, express or implied, are hereby superseded and merged herein.
20. The Agreement shall be construed and enforced in accordance with the laws of the State of California. Each Party hereby irrevocably consents that all proceedings arising in connection with the Agreement shall be tried and litigated exclusively in the State and Federal courts located in the County of Orange, State of California. The aforementioned choice of venue is intended by the parties to be mandatory and not permissive in nature, thereby precluding the possibility of litigation between the parties with respect to, or arising out of, the Agreement in any jurisdiction other than that specified in this Section.
21. All notices, demands or other communications given hereunder shall be in writing and shall be delivered personally, by facsimile or electronic mail transmission, or by United States certified or registered mail, return receipt requested, postage prepaid, addressed to the address for such party set forth in the Agreement. All notices shall be deemed given upon the earliest of receipt, confirmed facsimile or electronic mail transmission, or three 3 calendar days after deposit in the United States mail.
22. In the event of any conflict or inconsistency between the provisions of these General Provisions and the provisions of the Agreement, the provisions of these General Provisions shall control.

PAYMENT

23. CONSULTANT shall present all invoices to CLIENT prior to the last day of each calendar month based upon percentage of completion, per the fee set forth in the Agreement. Invoices shall be due and payable when delivered. Payment is to be made at 17520 Newhope Street, Suite 200, Fountain Valley, CA 92708.
24. CLIENT shall promptly review invoices and notify CONSULTANT of any objection thereto; absent such objection in writing within 10 calendar days of the date of the invoice, the invoice shall be deemed proper and acceptable and immediately payable in full.
25. If the undisputed amount of any invoice is not paid within 30 calendar days of the date of the invoice, such undisputed amount shall commence bearing interest from the date of the invoice at the rate of 1.5% per month or the maximum rate allowed by law, whichever is greater, and CLIENT agrees to pay all accrued interest thereon, together with the undisputed amounts set forth in such invoice.
26. In the event that any undisputed amount of any invoice is not paid in full within 60 calendar days following the date of the invoice, such failure shall constitute a material breach of the Agreement and CONSULTANT may exercise all rights and remedies CONSULTANT may have at law, in equity or under the Agreement with respect to such material breach including, without limitation, termination of the Agreement following 10 calendar days' written notice of such material breach to CLIENT and CLIENT'S failure to cure such breach within such 10-day period.
27. CLIENT shall pay, in addition to the stated fee, the cost of all reimbursable items such as fees, permits, bond premiums, title company charges, delivery charges, blueprints, and reproductions and all other charges and expenses not specifically covered by the terms of the Agreement. In the event such reimbursable items are paid directly by CONSULTANT, then such charges and expenses shall be invoiced at CONSULTANT'S direct cost **plus** 10% for handling.
28. Any additional services not covered in the Scope of Work of the Agreement, which CLIENT requests CONSULTANT to perform, such as site reconnaissance and inspections during construction, additional visits out of town or to other places of business, will be requested in writing and will be invoiced on a time and material basis based on CONSULTANT'S then current schedule of fees and costs.

ENGINEERING FEE ESTIMATE
PROJECT WORKSHEET

Project Data
Project Name: West WWTP Expansion
Client: City of San Luis
PACE Job Number: B777
Estimate Date: May 1, 2024

PACE Hourly Rate Schedule	
Description	**Hourly Rate**
Principal	$300
Sr. Proj. Mgr./Sr. Consulting Engr.	$260
Sr. Electrical Engineer / Sr. GIS Analyst	$245
Project Manager /Consulting Engr./Sr. I&C Specialist	$250
Sr. Proj. Engr./Sr. Design Engr.	$220
Instrumentation & Controls Specialist	$185
Proj. Engr/Design Engineer II	$190
Design Engineer	$150
Sr. CAD Designer	$175
CAD Designer/GIS Analyst	$145
Graphic Designer	$125
Project Coordinator	$105
Administrative Support	$100
Assistant Designer	$85
G.P.S. Survey Unit (w/Operator)	$290
Expert Witness/Legal Consultation	$400 + Exp.

Fees	$1,509,210
Allowances	$495,428
Total Fee Amount	**$2,004,638**

Item No.	Work Item Description	Estimated Manhours									Man-Power Subtotal	Subconsultant Cost	Expenses	Total Task Costs
		Principal	Sr. Project Manager/Sr. Consulting Engr.	Sr. Electrical Engineer/Sr. GIS Analyst	Sr. Project Engineer/Sr. Design Engr.	Project Engineer /Design Engr. II	Sr. CAD Designer	CAD Designer /GIS Analyst	Graphic Designer	Project Coordinator				
		300	260	245	220	190	175	145	125	105				
Project Design Management/Coordination Phase														
10	**Project Design Management**										**$78,000**	**$0**	**$0**	**$78,000**
10.1	Progress Meetings, Agendas, Minutes, Invoices		192		48					48	$65,520	$0	$0	$65,520
10.2	General Design Management/Coordination		48								$12,480	$0	$0	$12,480
CMAR Selection/Coordination Phase														
20	**CMAR Selection**										**$7,870**	**$0**	**$1,250**	**$9,120**
20.1	RFQ Preparation Assistance		4		4	4				4	$3,100	$0	$0	$3,100
20.2	Solicitation Process		4		16					2	$4,770	$0	$1,250	$6,020
21	**CMAR Design Coordination**										**$54,800**	**$0**	**$0**	**$54,800**
21.1	CMAR Design Coordination		80		80	48	32			16	$54,800	$0	$0	$54,800
Pre-Design Services Phase														
30	**Data Gathering and Site Visits**										**$30,050**	**$0**	**$4,250**	**$34,300**
30.1	Review Capacity and Expansion Evaluation and Costs		4		8	16					$5,840	$0	$0	$5,840
30.2	Operator Workshop		8		8						$3,840	$0	$1,250	$5,090
30.3	MBR Tour **(Allowance)**		24		24					2	$11,730	$0	$3,000	$14,730
30.4	Site Visit				12					2	$2,850	$0	$0	$2,850
30.5	Electrical Engineer Onsite Visit			12	12					2	$5,790	$0	$0	$5,790
31	**Survey & Geotechnical**										**$7,640**	**$81,150**	**$0**	**$88,790**
31.1	Survey	1		8	2		8			4	$4,520	$51,150	$0	$55,670
31.2	Geotechnical Investigation	1		8	2					4	$3,120	$30,000	$0	$33,120
32	**Conceptual Design Report**										**$41,830**	**$0**	**$0**	**$41,830**
32.1	Conceptual Design Report	4	8	16	32	24	40	24		4	$29,700	$0	$0	$29,700
32.2	Conceptual Design Value Engineering Mtg.	2	4		4						$2,520	$0	$0	$2,520
32.3	Conceptual Design Response to Comments		4	4	6	8	16	12		2	$9,610	$0	$0	$9,610
33	**Performance Specifications**										**$113,590**	**$0**	**$0**	**$113,590**
33.1	Headworks (Screening & Grit Removal)		2	4	56	40	8			16	$24,500	$0	$0	$24,500
33.2	MBR Secondary Process		4	4	80	56	16			16	$34,740	$0	$0	$34,740
33.3	Sludge Dewatering Equipment		2	4	56	40	8			16	$24,500	$0	$0	$24,500
33.4	Blower Equipment		2	4	56	40	8			16	$24,500	$0	$0	$24,500
33.5	Review Recommendations w/City & CMAR		4		8	4				2	$3,770	$0	$0	$3,770
33.6	Award Equipment (City) with Letter of Intent for Each Element		2		3	1				2	$1,580	$0	$0	$1,580
Design Services Phase														
40	**Influent Force Main Replacement Design**										**$43,080**	**$0**	**$0**	**$43,080**
40.1	Influent Force Main Replacement Design	2	16		48	48	80	32			$43,080	$0	$0	$43,080
41	**60% WWTP Design Services**										**$285,840**	**$35,000**	**$0**	**$320,840**
41.1	60% Engineering Design Report	2	8		24	48			8	16	$19,760	$0	$0	$19,760
41.2	60% Construction Drawings (Civ/Mech/Process)	8	40		160	160	240	240			$155,200	$0	$0	$155,200
41.3	60% Specifications		8		16	32				32	$15,040	$0	$0	$15,040
41.4	60% Structural Design		2		16	16	16				$9,880	$35,000	$0	$44,880
41.5	60% Electrical Design		2	40	80	80	120	40			$69,920	$0	$0	$69,920

Item No.	Work Item Description	Estimated Manhours									Man-Power Subtotal	Subconsultant Cost	Expenses	Total Task Costs
		Principal	Sr. Project Manager/Sr. Consulting Engr.	Sr. Electrical Engineer/Sr. GIS Analyst	Sr. Project Engineer/Sr. Design Engr.	Project Engineer /Design Engr. II	Sr. CAD Designer	CAD Designer /GIS Analyst	Graphic Designer	Project Coordinator				
41.6	60% Controls & Instrumentation Design	4	4		24	24	16	8			$16,040	$0	$0	$16,040
42	**90% WWTP Design Services**										**$184,320**	**$20,000**	**$0**	**$204,320**
42.1	90% Engineering Design Report	2	8		12	16			8	16	$11,040	$0	$0	$11,040
42.2	90% Construction Drawings (Civ/Mech/Process)	8	32		80	80	120	160			$87,720	$0	$0	$87,720
42.3	90% Specifications		8		16	24				24	$12,680	$0	$0	$12,680
42.4	90% Structural Design		2		8	8	16				$6,600	$20,000	$0	$26,600
42.5	90% Electrical Design		2	40	40	40	120	40			$53,520	$0	$0	$53,520
42.6	90% Controls & Instrumentation Design	4	4		16	16	16	8			$12,760	$0	$0	$12,760
43	**100% WWTP Design Services**										**$119,620**	**$8,000**	**$0**	**$127,620**
43.1	100% Engineering Design Report	1	4		8	8			4	16	$6,800	$0	$0	$6,800
43.2	100% Construction Drawings (Civ/Mech/Process)	8	32		40	40	80	40			$46,920	$0	$0	$46,920
43.3	100% Specifications		8		16	24				16	$11,840	$0	$0	$11,840
43.4	100% Structural Design		2		8	8	16				$6,600	$8,000	$0	$14,600
43.5	100% Electrical Design		2	24	40	40	40	40			$35,600	$0	$0	$35,600
43.6	100% Controls & Instrumentation Design	1	4		16	16	16	8			$11,860	$0	$0	$11,860
50	**Permitting**										**$47,720**	**$15,000**	**$0**	**$62,720**
50.1	ADEQ APP Significant Amendment		16		80	40	16	8		40	$37,520	$15,000	$0	$52,520
50.2	ADEQ 4.01 Permit (NOI & Discharge Authorization)		4		8	24		8		16	$10,200	$0	$0	$10,200
Construction Services Phase														
60	**Construction Progress Meetings**										**$46,484**	**$0**	**$12,050**	**$58,534**
60.1	Construction Progress Meetings*	14	30		140					14	$46,484	$0	$12,050	$58,534
61	**Construction Support**										**$190,806**	**$4,500**	**$0**	**$195,306**
61.1	RFI, ESI, & Proj. Inquiries/Coordination*		16		100	400				600	$173,418	$0	$0	$173,418
61.2	Structural Submittals*		8								$2,184	$4,500	$0	$6,684
61.3	Electrical Submittals*			16	48						$15,204	$0	$0	$15,204
62	**Onsite Resident Project Representative (14 months)**										**$0**	**$0**	**$0**	**$420,000**
62.1	Onsite Resident Project Representative **(14 months Allowance)**										$0	$0	$0	$420,000
63	**Contractor Billing Reviews/Work Directives**										**$12,810**	**$0**	**$0**	**$12,810**
63.1	Contractor Billing Reviews/Work Directives*		24		8					40	$12,810	$0	$0	$12,810
64	**Startup Assistance and Training**										**$24,696**	**$0**	**$5,500**	**$30,196**
64.1	Startup Assistance and Training*		16		88						$24,696	$0	$5,500	$30,196
65	**Special Inspections**										**$0**	**$25,000**	**$0**	**$25,000**
65.1	Special Inspections **(Allowance)**										$0	$25,000	$0	$25,000
66	**Final Inspections**										**$7,014**	**$1,500**	**$1,200**	**$9,714**
66.1	Final Inspections*		8	8	12						$7,014	$1,500	$1,200	$9,714
67	**Substantial Completion**										**$5,124**	**$0**	**$1,200**	**$6,324**
67.1	Substantial Completion*		2		16					8	$5,124	$0	$1,200	$6,324
Post Construction Services Phase														
68	**Operations & Maintenance (O&M) Manual**										**$20,202**	**$0**	**$0**	**$20,202**
68.1	Operations & Maintenance (O&M) Manual*		2		16	80					$20,202	$0	$0	$20,202
69	**Record Drawings**										**$11,844**	**$0**	**$0**	**$11,844**
69.1	Record Drawings*		2		16	16	24				$11,844	$0	$0	$11,844
70	**On-Call Operational Support**										**$22,638**	**$0**	**$0**	**$22,638**
70.1	On-Call Operational Support **(Allowance)***	12	8	16	16	40				8	$22,638	$0	$0	$22,638
71	**Construction Warranty Inspection**										**$9,060**	**$0**	**$4,000**	**$13,060**
71.1	Construction Warranty Inspection**(Allowance)**		8		16	16				4	$9,060	$0	$4,000	$13,060
	TOTALS	**74**	**728**	**208**	**1749**	**1625**	**1072**	**668**	**20**	**1008**	**$1,365,038**	**$190,150**	**$29,450**	**$2,004,638**

*5% added to cost to accommodate PACE 2025 rate increase for these tasks

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. E.**

Meeting Date: 06/12/2024

Department Head: Eulogio Vera, Director of Public Works, Public Works Department

Submitted By: Jorge Perez, Assistant Director of Public Works, Public Works Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the acceptance and award of a construction contract to MGC Contractors, Inc. for the construction of the Well Site 5 - New Manganese Treatment Unit Project. **(Jorge Perez, Assistant Director of Public Works)**

SUMMARY:

Item History:

The Department of Public Works is seeking Council approval for accepting and awarding a construction contract to MGC Contractors, Inc., 4110 East Elwood Street, Phoenix, Arizona 85040, for the construction of a new manganese treatment unit at well site five. MGC Contractors, Inc. was the lowest responsible bidder for this project at $3,966,900.00. Public Works evaluated all three bids received in conjunction with its Water Department and its consultant engineer and recommends awarding the contract to MGC Contractors.

The project was initiated at the beginning of the fiscal year by bringing a consultant on board to produce design plans for the construction of the well, to work with Pureflow filtration system, and to incorporate their system design into the project design. It also included design work for the pre-engineered metal building (PEMB) and all the electrical components of the new filtration system. In order to advance the project in a timely fashion, the Department of Public Works ordered key components and equipment at the early stages of the design so that they could arrive on time to be installed by a general contractor, who would be selected via a formal procurement bidding process. The previously ordered components and equipment include the drilling of a new groundwater well, Pureflow filtration system, a Pre-Engineered Metal Building, electrical Service Entrance Section (SES), the Automatic Transfer Switch (ATS), and the power backup Generator.

Additional Budgeting Information:

During budget preparation, PW took an engineer's cost estimate into consideration and requested $3.2M of funding for FY25 for this project (Inclusive of other equipment previously ordered plus construction). At the time of budget preparation, the project was still under design and had a scheduled bid opening on May 30 th. The bid opening occurred as planned, and the lowest bid was received at $3,966,900.00, which put the project nearly $800,000.00 short for FY25. PW met with the Finance departement and City Administration and recommended to reduced two FY25 water projects and reallocate funding capacity to this project given its importance to the system as a whole. The two projects being impacted are the following:

- Well Site 6 Tank Rehabilitation budget is being reduced to $800,000.00. By doing so, $400,000.00 is being allocated to the New Manganese Treatment Unit project at well site 5.
- Well Site 3 Electrical Upgrade and Repiping project is entirely relinquished for FY25. By doing so, $400,000.00 is being allocated to the New Manganese Treatment Unit project at well site 5.

Request:
At this time, Public Works is seeking Council approval to accept Construction Services from MGC Contractors, Inc. for this project in the amount of $3,966,900.00. This purchase falls under the provisions of City Code 3.05.030 Bidding. A 5% contingency amount is included in the bid.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO ACCEPT AND AWARD THE CONTRACT TO MGC CONTRACTORS, INC. FOR THE CONSTRUCTION OF THE NEW MANGANESE TREATMENT UNIT PROJECT AT WELL SITE #5, NOT TO EXCEED $3,966,900.00 AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	Yes
CITY/STATE/FEDERAL FUNDS:	City & Federal
TOTAL:	$3,966,900.00
BUDGETED AMOUNT:	See fiscal impact statement
AVAILABLE AMOUNT TO TRANSFER:	N/A
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):

FY25 Budgeted Item
Accounts:
Capital Outlay CIP - 300-302-90015 $2,800,000.00
Capital Outlay ARPA - 255-021-90052.228 $1,200,000.00

Attachments

Bid Evaluation Report
Notice of Intent to Award
Proposed Contract

BID EVALUATION SUMMARY AND AWARD RECOMMENDATION

1. Project: CITY OF SAN LUIS
WELL SITE 5 – NEW MANGANESE TREATMENT UNIT
BAN-2024-07

2. Bid submission date and time: Thursday, May 30, 2024 at 3:00 P.M.

3. Bid evaluation summary:

No.	Bidder	Opening Base Bid Amount (including 5% contingency)	Substantially responsive (yes or no)	Evaluated Bid Amount (including 5% contingency)	Rank	Remarks
1	MGC Contractors, Inc.	$3,966,900.00	Yes	$3,966,900.00	1	None.
2	Taylor Engineering, PLLC	$4,105,468,00	Yes	$4,105,466.40	2	None.
3	Hensel Phelps Construction Co.	$4,254,000.00	Yes	$4,253,550.00	3	None.

4. The lowest evaluated bidder has been determined to be qualified and capable of performing the contract [***YES***].

5. On the basis of the evaluation which was carried out in accordance with the Bidding Documents, we recommend accepting the bid of the lowest evaluated bidder [***MGC Contractors, Inc.***], which has been determined as qualified and capable of performing the contract, in accordance with the Bidding Documents.

Bids Evaluated By:

James Davey, P.E., _____ 06-04-2024
James Davey & Associates, Inc. *(signature)* *(date)*

CITY OF SAN LUIS
WELL SITE 5 - NEW MANGANESE TREATMENT UNIT

BID TABULATION

Bid Item	Description	Quantities	Unit of Measure	Bidder No. 1 MGC Contractors, Inc Unit Price	Bidder No. 1 MGC Contractors, Inc Total	Bidder No. 2 Taylor Engineering, PLLC Unit Price	Bidder No. 2 Taylor Engineering, PLLC Total	Bidder No. 3 Hensel Phelps Construction Co Unit Price	Bidder No. 3 Hensel Phelps Construction Co Total
1	Site work, grading and ABC Paving	1	LS	$ 27,000.00	$ 27,000.00	$ 131,174.00	$ 131,174.00	$ 192,000.00	$ 192,000.00
2	Construct Filter Building and Electrical and Chlorine Rooms. Owner to provide Pre-Engineered Metal Building.	1	LS	$ 855,000.00	$ 855,000.00	$ 701,413.00	$ 701,413.00	$ 942,000.00	$ 942,000.00
3	Install Pureflow Manganese Removal System (City of San Luis Provided.)	1	LS	$ 255,000.00	$ 255,000.00	$ 65,223.00	$ 65,223.00	$ 122,000.00	$ 122,000.00
4	Furnish and Install Well Pump, Motor, and Raw Water Supply Piping, including Concrete Pad.	1	LS	$ 693,000.00	$ 693,000.00	$ 1,124,447.00	$ 1,124,447.00	$ 595,000.00	$ 595,000.00
5	Furnish and Install 80,000 Gallon Welded Steel Reclaim Water Tank and Reclaim Water Piping System.	1	LS	$ 543,000.00	$ 543,000.00	$ 582,925.00	$ 582,925.00	$ 491,000.00	$ 491,000.00
6	Furnish and Install Backwash and Purge Out Supply and Return Piping System	1	LS	$ 315,000.00	$ 315,000.00	$ 377,124.00	$ 377,124.00	$ 373,000.00	$ 373,000.00
7	Furnish and Install Treated Water Piping System.	1	LS	$ 98,000.00	$ 98,000.00	$ 148,015.00	$ 148,015.00	$ 174,000.00	$ 174,000.00
8	Install Chlorine Equipment and Furnish and Install Chlorine Piping Systems.	1	LS	$ 74,000.00	$ 74,000.00	$ 27,037.00	$ 27,037.00	$ 94,000.00	$ 94,000.00
9	Furnish and Install Building Water and Sewer Systems, including Sewer Line Extension	1	LS	$ 266,000.00	$ 266,000.00	$ 67,719.00	$ 67,719.00	$ 120,000.00	$ 120,000.00
10	Construct 12-inch and 8-inch Water Line Extensions	1	LS	$ 252,000.00	$ 252,000.00	$ 239,210.00	$ 239,210.00	$ 180,000.00	$ 180,000.00
11	Furnish and Install Electrical Controls, and Instrumentation Systems, including City of San Luis furnished Service Entrance Section, Diesel Generator and Automatic Transfer Switch.	1	LS	$ 365,000.00	$ 365,000.00	$ 386,834.00	$ 386,834.00	$ 612,000.00	$ 612,000.00
12	Startup, Testing, Commissioning and Training.	1	LS	$ 13,000.00	$ 13,000.00	$ 36,073.00	$ 36,073.00	$ 131,000.00	$ 131,000.00
13	Storm Water Pollution Prevention Plan	1	LS	$ 9,000.00	$ 9,000.00	$ 4,555.00	$ 4,555.00	$ 6,000.00	$ 6,000.00
14	Construction Staking and Layout	1	LS	$ 13,000.00	$ 13,000.00	$ 18,219.00	$ 18,219.00	$ 19,000.00	$ 19,000.00
				TOTAL =	**$3,778,000.00**		**$3,909,968.00**		**$4,051,000.00**
				5% CONTINGENCY =	**$188,900.00**		**$195,498.40**		**$202,550.00**
				TOTAL BASE BID =	**$3,966,900.00**		**$4,105,466.40**		**$4,253,550.00**

Comments: MGC Contractors, Inc is the lowest responsive bidder based on the total base bid received ($3,966,900.00 including a 5% contingency). Bids No. 2 and No. 3 received presented errors in the 5% contingency calculation and therefore summing errors in the total base bids. The as-read bid amounts were $4,105,468.00 (Bidder No. 2) and $4,254,000.00 (Bidder No. 3).

Bid Opening
City of San Luis
Well Site 5 - New Manganese Treatment Unit
BAN-2024-07
May 30, 2024
3:00 p.m.

DATE	COMPANY NAME	TIME	Amount
5/30/2024	Hensel Phelps	12:11 P.M.	$4,254,000.00
5/30/2024	Taylor Engineering	02:03 P.M.	$4,105,468.00
5/30/2024	MGC Contractors, Inc	02:40 P.M.	$3,966,900.00

James Davey and Associates
Consulting Civil Engineers
Land Surveyors
Water Resources Specialists

Project _____
Task _____
Page _____ of _____
By _____
Date 5/30/2024

WELL SITE 5 MTG

Sign-In Sheet

Name	Company	Email
Braeden Saville	HP	BSaville@HP.com
Patrick Mochel	Hensel Phelps	pmochel@henselphelps.com
Celeste Hernandez	TAYLOR ENGINEERING	chernandez@tayengineering.com
Phillip Lloyd	MGC	PLloyd@MGCcontractors.com
Jim Davey	JDA	jdavey@jdacivil.com
Jorge Perez	COSL	jperez@sanluisaz.gov
Candy Lara	COSL	clara@sanluisaz.gov
Sebastian Torres	COSL	~~Stor~~ pwintern1@sanluisaz.gov
Alberto Robles Q.	COSL	pwintern2@sanluisaz.gov
Eulogio Vera	COSL	evera@sanluisaz.gov
Manuel Hernandez	COSL	MHernandez@sanluisaz.gov

EXAMINATION OF BIDS

Project: CITY OF SAN LUIS
WELL SITE 5 – NEW MANGANESE TREATMENT UNIT
BAN-2024-07

Bidder: MGC Contractors, Inc. No.: 1
Greg Beetem, Vice President
4110 East Elwood Street
Phoenix, Arizona
gbeetem@mgccontractors.com

Responsive Bid: Yes

BIDDING DOCUMENT	REQUIREMENT	REMARKS
PK-1 thru 3: Bid Schedule/Proposal Form	Filled out, addendum acknowledged, signed, and submitted.	No comment.
PK-4: Bid Surety Bond equal to 10% of bid amount.	(Bid Bond form to be obtained by proposed Contractor, executed, and included with submission. A so-called “statutory” or “redline” bid bond form will suffice.)	No comment.
PK-5: Non-collusion affidavit	Filled out, signed, and submitted.	No comment.
PK-6: Subcontractor and Supplier List	Filled out and submitted with proposal.	No comment.

Proposal Kit

City of San Luis

Well Site 5 – New Manganese Treatment Unit

PROPOSAL

TO: City of San Luis, Arizona
1090 East Union Street
P.O. Box 1170
San Luis, Arizona 85349

BIDDER: MGC Contractors, Inc.

Project Name: City of San
Well Site 5 – New Manganese Treatment Unit

In compliance with the ADVERTISEMENT FOR BIDS:

Having examined the CONTRACT DOCUMENTS, site of work, and being familiar with the conditions to be met, hereby submits the following PROPOSAL for furnishing the material, equipment, labor and everything necessary for the completion of the work listed and agrees to execute the CONTRACT DOCUMENTS and furnish the required CONTRACT AND LABOR AND MATERIAL SURETY BONDS and CERTIFICATES OF INSURANCE for the completion of said work, at the locations and for the prices set forth on the inside pages of this form;

Understands that construction of this PROJECT shall be in accordance with all applicable Maricopa Association of Governments (MAG) Uniform Standard Specifications and Details for Public Works Construction as adopted by the City of San Luis, the City of Yuma Construction Standard Detail Drawings – 2019 edition [details], the City of San Luis Supplemental to the MAG Uniform Standard Specifications and Details for Public Works Construction and the City of Yuma Construction Standard Detail Drawings, except as otherwise required by the PLANS and SPECIAL PROVISIONS;

Understands that this PROPOSAL for construction of this PROJECT shall be submitted with a proposal guarantee of cash, certified check, cashier's check or BID SURETY BOND for an amount not less than 10 percent of the amount bid;

Agrees that upon receipt of NOTICE OF AWARD, from the City of San Luis, Arizona, Bidder will execute the CONTRACT DOCUMENTS within ten (10) calendar days;

Understands that the work shall commence on day 1 of the Contract Time and be completed within **270 calendar days.**

Hereby acknowledges receipt of and agrees Bidder's PROPOSAL is based on the following Addenda listed by number and date issued):

Number	Date	Number	Date
1	5/8/2024	2	5/23/2024

(List any additional addenda on the back of this sheet)

And hereby submits the following BID SCHEDULE of units and quantities as a part of this PROPOSAL:

BID SCHEDULE

TO: City of San Luis, Arizona
1090 East Union Street
P.O. Box 1170
San Luis, Arizona 85349

BIDDER: MGC Contractors, Inc.

Project Name: City of San Luis - Well Site 5 – New Manganese Treatment Unit

Bid Item	Description	Unit of Measure	Quantities	Unit Price	Total Cost
1	Site work, grading and ABC Paving	LS	1	27,000.00	27,000.00
2	Construct Filter Building and Electrical and Chlorine Rooms. Owner to provide Pre-Engineered Metal Building.	LS	1	855,000.00	855,000.00
3	Install Pureflow Manganese Removal System (City of San Luis Provided.)	LS	1	255,000.00	255,000.00
4	Furnish and Install Well Pump, Motor, and Raw Water Supply Piping, including Concrete Pad.	LS	1	693,000.00	693,000.00
5	Furnish and Install 80,000 Gallon Welded Steel Reclaim Water Tank and Reclaim Water Piping System.	LS	1	543,000.00	543,000.00
6	Furnish and Install Backwash and Purge Out Supply and Return Piping System	LS	1	315,000.00	315,000.00
7	Furnish and Install Treated Water Piping System.	LS	1	98,000.00	98,000.00
8	Install Chlorine Equipment and Furnish and Install Chlorine Piping Systems.	LS	1	74,000.00	74,000.00
9	Furnish and Install Building Water and Sewer Systems, including Sewer Line Extension	LS	1	266,000.00	266,000.00
10	Construct 12-inch and 8-inch Water Line Extensions	LS	1	252,000.00	252,000.00
11	Furnish and Install Electrical Controls, and Instrumentation Systems, including City of San Luis furnished Service Entrance Section, Diesel Generator and Automatic Transfer Switch.	LS	1	365,000.00	365,000.00
12	Startup, Testing, Commissioning and Training.	LS	1	13,000.00	13,000.00
13	Storm Water Pollution Prevention Plan	LS	1	9,000.00	9,000.00
14	Construction Staking and Layout	LS	1	13,000.00	13,000.00

TOTAL $3,778,000.00

5% CONTINGENCY SUBTOTAL $188,900.00

TOTAL BASE BID $3,966,900.00

TOTAL BASE BID AMOUNT IN WORDS Three Million Nine Hundred sixty six Thousand Nine Hundred Dollars and Zero cents

THIS PROPOSAL IS SUBMITTED BY MGC Contractors, Inc.,

a corporation organized under the laws of the State of Arizona,

or a partnership consisting of _____,

or individual trading as _____;

of the City of Phoenix (City, State) and is the holder of Arizona State Contractor's license(s): 069949 / 071441 (type)

Classification A - General Engineering License No. 069949
B-1 - General Commercial 071441.

The Bidder hereby certifies that as of the below date, the bond amount posted with the Arizona Registrar of Contractors is $ _____ and that the Bidder's actual volume of work has not exceeded the contemplated gross volume pursuant to Arizona Administrative Code, Title 4 Chapter 9 [Authority: ARS §32-1101 et seq.]

Respectfully Submitted,

Bidder MGC Contractors, Inc.

Address 4110 East Elwood Street

City, State, ZIP Phoenix, AZ 85040

E-mail gbeetem@mgccontractors.com

By _____ 5/10/24
[Signature] [Date]

Name Greg Beetem

Title Vice President

ATTEST: [If Bidder is an Individual]

Witness: _____
[Signature] [Date]

Name and Title: _____

BID SURETY BOND

Project Name: City of San Luis
Well Site 5 – New Manganese Treatment Unit

For: City of San Luis, Arizona

KNOW ALL MEN BY THESE PRESENTS:

That we, MGC Contractors, Inc., as Principal, (hereinafter called the Principal),

and the Western Surety Company, a corporation duly organized under the laws of the State of South Dakota and duly licensed and possessing a certificate of authority to transact surety business in the State of Arizona, as Surety, (hereinafter called the Surety), are held and firmly bound unto City of San Luis, Arizona [hereinafter called City] as Obligee, in the sum of ten percent (10%) of the total amount of the bid of Principal, submitted by him to the City for the work described below, for the payment of which sum, well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, and administrators, successors, and assigns, jointly and severally, firmly by these presents, and in conformance with Arizona Revised Statutes [ARS].

WHEREAS, the said Principal is herewith submitting its PROPOSAL for the City of San Luis Well Site 5 - New Manganese Treatment Unit

NOW, THEREFORE, if the City shall accept the PROPOSAL of the Principal and the Principal shall enter into a CONTRACT with the City in accordance with the terms of the PROPOSAL and give the Bonds and Certificates of Insurance as specified in the Standard Specifications with good and sufficient Surety for the faithful performance of the CONTRACT and for the prompt payment of labor and materials furnished in the prosecution of the CONTRACT, or in the event of the failure of the Principal to enter into the CONTRACT and give the Bonds and Certificates of Insurance, if the Principal pays to the City the difference not to exceed the penalty of the bond between the amount specified in the PROPOSAL and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by the PROPOSAL then this obligation is void. Otherwise it remains in full force and effect provided, however, that this bond is executed pursuant to the provisions of Section 34-201, ARS, and all liabilities on this bond shall be determined in accordance with the provisions of the section to the extent as if it were copied at length herein.

Signed and sealed this 9th day of May, 2024.

MGC Contractors, Inc.	Western Surety Company
Principal Firm	[Seal] Surety Firm [Seal]
Wendy S. Harvey	Melanie Ankeney
Principal Signature	Surety Signature
Wendy S. Harvey, Corporate Secretary	Melanie Ankeney, Attorney-In-Fact
Name and Title	Name and Title

Constructors Bonding, Inc.
Agency of Record
7220 N. 16th Street, Building K
Phoenix, AZ 85020
Address
{NOTE: attach current power of attorney}

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

David J McKee, Ted H Rarrick, Joseph A Clarken III, Jennifer Castillo, Patrick R Hedges, Melanie Ankeney, Individually

of Phoenix, AZ, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law and Resolutions printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 19th day of August, 2023.

WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota
County of Minnehaha } ss

On this 19th day of August, 2023, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026

M. BENT
NOTARY PUBLIC
SOUTH DAKOTA

M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 9th day of May, 2024.

WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Form F4280-4-2023

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

NON-COLLUSION AFFIDAVIT

Project Name: City of San Luis
Well Site 5 - New Manganese Treatment Unit Project

To: City of San Luis, Arizona

That pursuant to Section 1128 of Title 23 USC, the undersigned in submitting a PROPOSAL for performing the following work by CONTRACT, being duly sworn, disposes and says that he has not, nor anyone associated with the business identified below, either directly or indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this CONTRACT.

Description of CONTRACT:

Signature of Bidder

Greg Beetem, Vice President
Title

MGC Contractors, Inc.
Business Name

4110 East Elwood Street Phoenix, AZ 85040
Address

Subscribed and sworn to before me this 9th day of May, 2024.

Notary Public Wendy S. Harvey

Notary Public in and for the County of Maricopa, State Arizona.

My Commission Expires 01/24/, 2027.

Wendy S Harvey
Notary Public - ARIZONA
MARICOPA COUNTY
Commission No. 640302
My Commission Expires 01/24/2027

BIDDER'S PARTICIPATION, SUBCONTRACTOR AND SUPPLIER LIST

Project Name: City of San Luis
Well Site 5 - New Manganese Treatment Unit Project

For: City of San Luis, Arizona

This form shall be submitted along with the PROPOSAL in the same sealed envelope.

The BIDDER must list below the names and addresses of all qualified subcontractors and major suppliers to be employed on the various portions of the work indicated.

BIDDER AND ALL CONTRACTORS SHALL BE DULY LICENSED IN ACCORDANCE WITH ARIZONA REVISED STATUTES AT THE TIME OF THE BID OPENING.

	BIDDER, SUB CONTRACTOR AND/OR SUPPLIER	CURRENT AZ LICENSE [SUB CONTRACTOR]
1.	D+H Electric	ROC 295772
2.	D+R Tank	ROC 286001 / ROC333819
3.	Haxton Masonry	ROC 217710
4.	Bunger Steel	ROC 072353 / ROC 072354
5.	Pumpman Waterworks	ROC 322870
6.	ALB Piping Services	N/A Supplier
7.	A-O Painting	ROC 124492
8.	DPE construction	N/A Supplier
9.	Cemex	N/A Supplier

EXAMINATION OF BID

Project: CITY OF SAN LUIS
WELL SITE 5 – NEW MANGANESE TREATMENT UNIT
BAN-2024-07

Bidder: Taylor Engineering, PLLC No.: 2
Jesse Haines, Managing Member
2260 E 16th Street
Yuma, Arizona
jhaines@tayengineering.com

Responsive Bid: Yes

BIDDING DOCUMENT	REQUIREMENT	REMARKS
PK-1 thru 3: Bid Schedule/Proposal Form	Filled out, addendum acknowledged, signed, and submitted.	No comment.
PK-4: Bid Surety Bond equal to 10% of bid amount.	(Bid Bond form to be obtained by proposed Contractor, executed, and included with submission. A so-called “statutory” or “redline” bid bond form will suffice.)	No comment.
PK-5: Non-collusion affidavit	Filled out, signed, and submitted.	No comment.
PK-6: Subcontractor and Supplier List	Filled out and submitted with proposal.	No comment.

Proposal Kit

City of San Luis

Well Site 5 – New Manganese Treatment Unit

PROPOSAL

TO: City of San Luis, Arizona
1090 East Union Street
P.O. Box 1170
San Luis, Arizona 85349

BIDDER: Taylor Engineering, PLLC

Project Name: City of San
Well Site 5 – New Manganese Treatment Unit

In compliance with the ADVERTISEMENT FOR BIDS:

Having examined the CONTRACT DOCUMENTS, site of work, and being familiar with the conditions to be met, hereby submits the following PROPOSAL for furnishing the material, equipment, labor and everything necessary for the completion of the work listed and agrees to execute the CONTRACT DOCUMENTS and furnish the required CONTRACT AND LABOR AND MATERIAL SURETY BONDS and CERTIFICATES OF INSURANCE for the completion of said work, at the locations and for the prices set forth on the inside pages of this form;

Understands that construction of this PROJECT shall be in accordance with all applicable Maricopa Association of Governments (MAG) Uniform Standard Specifications and Details for Public Works Construction as adopted by the City of San Luis, the City of Yuma Construction Standard Detail Drawings – 2019 edition [details], the City of San Luis Supplemental to the MAG Uniform Standard Specifications and Details for Public Works Construction and the City of Yuma Construction Standard Detail Drawings, except as otherwise required by the PLANS and SPECIAL PROVISIONS;

Understands that this PROPOSAL for construction of this PROJECT shall be submitted with a proposal guarantee of cash, certified check, cashier's check or BID SURETY BOND for an amount not less than 10 percent of the amount bid;

Agrees that upon receipt of NOTICE OF AWARD, from the City of San Luis, Arizona, Bidder will execute the CONTRACT DOCUMENTS within ten (10) calendar days;

Understands that the work shall commence on day 1 of the Contract Time and be completed within **270 calendar days.**

Hereby acknowledges receipt of and agrees Bidder's PROPOSAL is based on the following Addenda listed by number and date issued):

Number	Date	Number	Date
Addendum 1	05/11/2024	Addendum 2	05/23/2024

(List any additional addenda on the back of this sheet)

And hereby submits the following BID SCHEDULE of units and quantities as a part of this PROPOSAL:

BID SCHEDULE

TO: City of San Luis, Arizona
1090 East Union Street
P.O. Box 1170
San Luis, Arizona 85349

BIDDER: Taylor Engineering, PLLC

Project Name: City of San Luis - Well Site 5 – New Manganese Treatment Unit

Bid Item	Description	Unit of Measure	Quantities	Unit Price	Total Cost
1	Site work, grading and ABC Paving	LS	1	131,174	131,174
2	Construct Filter Building and Electrical and Chlorine Rooms. Owner to provide Pre-Engineered Metal Building.	LS	1	701,413	701,413
3	Install Pureflow Manganese Removal System (City of San Luis Provided.)	LS	1	65,223	65,223
4	Furnish and Install Well Pump, Motor, and Raw Water Supply Piping, including Concrete Pad.	LS	1	1,124,447	1,124,447
5	Furnish and Install 80,000 Gallon Welded Steel Reclaim Water Tank and Reclaim Water Piping System.	LS	1	582,925	582,925
6	Furnish and Install Backwash and Purge Out Supply and Return Piping System	LS	1	377,124	377,124
7	Furnish and Install Treated Water Piping System.	LS	1	148,015	148,015
8	Install Chlorine Equipment and Furnish and Install Chlorine Piping Systems.	LS	1	27,037	27,037
9	Furnish and Install Building Water and Sewer Systems, including Sewer Line Extension	LS	1	67,719	67,719
10	Construct 12-inch and 8-inch Water Line Extensions	LS	1	239,210	239,210
11	Furnish and Install Electrical Controls, and Instrumentation Systems, including City of San Luis furnished Service Entrance Section, Diesel Generator and Automatic Transfer Switch.	LS	1	386,834	386,834
12	Startup, Testing, Commissioning and Training.	LS	1	36,073	36,073
13	Storm Water Pollution Prevention Plan	LS	1	4,555	4,555
14	Construction Staking and Layout	LS	1	18,219	18,219

TOTAL $ 3,909,968

5% CONTINGENCY SUBTOTAL $ 195,500

TOTAL BASE BID $ 4,105,468

TOTAL BASE BID AMOUNT IN WORDS Four Million One Hundred Five Thousand Four Hundred Sixty-Eight Dollars

THIS PROPOSAL IS SUBMITTED BY Taylor Engineering, PLLC,

a corporation organized under the laws of the State of Arizona,

or a partnership consisting of _____,

or individual trading as _____;

of the City of Yuma (City, State) and is the holder of Arizona State Contractor's license(s): _____ (type)

Classification KA Dual Engineering License No. 318502.

The Bidder hereby certifies that as of the below date, the bond amount posted with the Arizona Registrar of Contractors is $ 75,000 and that the Bidder's actual volume of work has not exceeded the contemplated gross volume pursuant to Arizona Administrative Code, Title 4 Chapter 9 [Authority: ARS §32-1101 et seq.]

Respectfully Submitted,

Bidder Taylor Engineering

Address 2260 E 16th St

City, State, ZIP Yuma, AZ, 85365

E-mail jhaines@tayengineering.com

By _____ 5/30/24
[Signature] [Date]

Name Jesse Haines

Title Managing Member

ATTEST: [If Bidder is an Individual]

Witness: _____ 5/30/24
[Signature] [Date]

Name and Title: Acct. Specialist
Celeste Hernandez

BID SURETY BOND

Project Name: City of San Luis
Well Site 5 – New Manganese Treatment Unit

For: City of San Luis, Arizona

KNOW ALL MEN BY THESE PRESENTS:

That we, Taylor Engineering, PLLC., as Principal, (hereinafter called the Principal),

and the Westfield Insurance Company, a corporation duly organized under the laws of the State of Ohio and duly licensed and possessing a certificate of authority to transact surety business in the State of Arizona, as Surety, (hereinafter called the Surety), are held and firmly bound unto City of San Luis, Arizona [hereinafter called City] as Obligee, in the sum of ten percent (10%) of the total amount of the bid of Principal, submitted by him to the City for the work described below, for the payment of which sum, well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, and administrators, successors, and assigns, jointly and severally, firmly by these presents, and in conformance with Arizona Revised Statutes [ARS].

WHEREAS, the said Principal is herewith submitting its PROPOSAL for the City of San Luis Well Site 5 - New Manganese Treatment Unit

NOW, THEREFORE, if the City shall accept the PROPOSAL of the Principal and the Principal shall enter into a CONTRACT with the City in accordance with the terms of the PROPOSAL and give the Bonds and Certificates of Insurance as specified in the Standard Specifications with good and sufficient Surety for the faithful performance of the CONTRACT and for the prompt payment of labor and materials furnished in the prosecution of the CONTRACT, or in the event of the failure of the Principal to enter into the CONTRACT and give the Bonds and Certificates of Insurance, if the Principal pays to the City the difference not to exceed the penalty of the bond between the amount specified in the PROPOSAL and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by the PROPOSAL then this obligation is void. Otherwise it remains in full force and effect provided, however, that this bond is executed pursuant to the provisions of Section 34-201, ARS, and all liabilities on this bond shall be determined in accordance with the provisions of the section to the extent as if it were copied at length herein.

Signed and sealed this 21th day of May, 20 24.

Taylor Engineering, PLLC.	Westfield Insurance Company
Principal Firm	[Seal] Surety Firm
Principal Signature	Surety Signature
Jesse Haines- Managing Member	Gayle MCClellan Attorney-in-Fact
Name and Title	Name and Title

[Seal]

Agency of Record

Address
{NOTE: attach current power of attorney}

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 06/10/20, FOR ANY PERSON OR PERSONS NAMED BELOW.

POWER NO. **3409062 02**

General Power of Attorney

CERTIFIED COPY

Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.

Westfield Center, Ohio

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint

GAYLE E. MCCLELLAN, ADAM SCHLADE, CHRISTIE HOWARD, MARK DRENGLER, JOINTLY OR SEVERALLY

of **POWELL** and State of **OH** its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver **any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship**. . . . . .

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-In-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be it Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-In-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-In-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-In-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their **National Surety Leader** and **Senior Executive** and their corporate seals to be hereto affixed this **10th** day of **JUNE** A.D., **2020** .

Corporate Seals Affixed

WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By: **Gary W. Stumper,** *National Surety Leader* and *Senior Executive*

State of Ohio
County of Medina ss.:

On this **10th** day of **JUNE** A.D., **2020** , before me personally came **Gary W. Stumper** to me known, who, being by me duly sworn, did depose and say, that he resides in **Hartford, CT;** that he is **National Surety Leader** and **Senior Executive** of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed

State of Ohio
County of Medina ss.:

David A. Kotnik, Attorney at Law, *Notary Public*
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

I, **Frank A. Carrino,** Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 21st day of May A.D., 2024

Secretary

Frank A. Carrino, *Secretary*

BPOAC2 (combined) (06-02)

NON-COLLUSION AFFIDAVIT

Project Name: City of San Luis
Well Site 5 - New Manganese Treatment Unit Project

To: City of San Luis, Arizona

That pursuant to Section 1128 of Title 23 USC, the undersigned in submitting a PROPOSAL for performing the following work by CONTRACT, being duly sworn, disposes and says that he has not, nor anyone associated with the business identified below, either directly or indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this CONTRACT.

Description of CONTRACT:

JESSE HAINES
Signature of Bidder

Managing Member
Title

Taylor Engineering, PLLC
Business Name

2260 E 16th St. Yuma, Az 85365
Address

Subscribed and sworn to before me this 30 day of May, 2024.

CELESTE HERNANDEZ
Notary Public

Notary Public in and for the County of Yuma, State Az.

My Commission Expires April 12, 2028.

CELESTE ADRIANA HERNANDEZ
Notary Public - Arizona
Yuma County
Commission # 666984
My Comm. Expires Apr 12, 2028

BIDDER'S PARTICIPATION, SUBCONTRACTOR AND SUPPLIER LIST

Project Name: City of San Luis
Well Site 5 - New Manganese Treatment Unit Project

For: City of San Luis, Arizona

This form shall be submitted along with the PROPOSAL in the same sealed envelope.

The BIDDER must list below the names and addresses of all qualified subcontractors and major suppliers to be employed on the various portions of the work indicated.

BIDDER AND ALL CONTRACTORS SHALL BE DULY LICENSED IN ACCORDANCE WITH ARIZONA REVISED STATUTES AT THE TIME OF THE BID OPENING.

	BIDDER, SUB CONTRACTOR AND/OR SUPPLIER	**CURRENT AZ LICENSE [SUB CONTRACTOR]**
1.	Paso Robles Tank	248974
2.	Specialty Electric	99302, 99293
3.	KP Ventures	235162
4.	JRP Construction	256593
5.		

EXAMINATION OF BID

Project: CITY OF SAN LUIS
WELL SITE 5 – NEW MANGANESE TREATMENT UNIT
BAN-2024-07

Bidder: Hensel Phelps Construction Co. No.: 3
Steve M. Grauer, Regional Vice President
3125 E. Wood Street, Suite 100
Phoenix, Arizona
sgrauer@henselphelps.com

Responsive Bid: Yes

BIDDING DOCUMENT	REQUIREMENT	REMARKS
PK-1 thru 3: Bid Schedule/Proposal Form	Filled out, addendum acknowledged, signed, and submitted.	No comment.
PK-4: Bid Surety Bond equal to 10% of bid amount.	(Bid Bond form to be obtained by proposed Contractor, executed, and included with submission. A so-called “statutory” or “redline” bid bond form will suffice.)	No comment.
PK-5: Non-collusion affidavit	Filled out, signed, and submitted.	No comment.
PK-6: Subcontractor and Supplier List	Filled out and submitted with proposal.	No comment.

HENSEL PHELPS
Plan. Build. Manage.

Transmittal Notice

First Class Unless Otherwise Noted

TO: **Office of City Clerk - City of San Luis**
City Hall
1090 E. Union Street
San Luis, AZ 85349

Date: 5/30/2024 Via: **Hand Deliver**
Project: **City of San Luis - Well Site 5 - New Manganese Treatment Unit**
Address:

ATTN: **Sonia Cornelio**
Phone # **(928) 341-8577**

Transmitted For:

- [ ] Approval
- [ ] Final Approval
- [ ] Correction & Resubmission
- [ ] Approved
- [ ] Approved as Noted
- [ ] For Your Records
- [x] Review / Award
- [ ] **Please acknowledge receipt by signing the duplicate of this transmittal and returning to us for your records.**

Transmittal No.
New Submittal
Resubmittal
Prev. Transmittal No.
Follow Up
For Your Use

Originator: **Hensel Phelps**

No. Copies	Drawing/Document No.	Description (All Items Enclosed Unless Noted)
1	**1 Original + 1 Copy**	**Proposal Kit**

Remarks:

The Fabricator has requested that _____ copies be returned. Please return drawings (Via our Office)

(Direct) to

Note to fabricators/manufacturer's representatives: Approval of the material transmitted hereby, whether by the Contractor, the Owner or the Owner's Authorized Agent, shall under no circumstances alter the requirements of the original drawings, specifications, Contract Documents or Purchase Agreement for quality, quantity, finish, dimension, design, configuration or manufacture; nor shall such approval constitute acceptance by the Contractor of any material, or equipment not ultimately acceptable to the Owner or the Owner's Authorized Agent.

HENSEL PHELPS CONSTRUCTION CO.

Copies of this Transmittal Mailed To:

_____ ☐ W/ Enc.
_____ ☐ W/ Enc.
_____ ☐ W/ Enc.
_____ ☐ W/ Enc.
_____ ☐ W/ Enc.
_____ ☐ W/ Enc.

By (Signature)

Return all copies and address all replies or inquires relative to this matter to issuing office.

Printed or Typed Name: **Jim Bullard**
Title: **Senior Estimator**
Receipt Acknowledged:
Email Address: Mlopez@sanluisaz.gov
By: Melissa Lopez
Date: 5/30/24 @ 12:11 p.m.

PROPOSAL

TO: City of San Luis, Arizona
1090 East Union Street
P.O. Box 1170
San Luis, Arizona 85349

BIDDER: Hensel Phelps Construction Co.

Project Name: City of San
Well Site 5 – New Manganese Treatment Unit

In compliance with the ADVERTISEMENT FOR BIDS:

Having examined the CONTRACT DOCUMENTS, site of work, and being familiar with the conditions to be met, hereby submits the following PROPOSAL for furnishing the material, equipment, labor and everything necessary for the completion of the work listed and agrees to execute the CONTRACT DOCUMENTS and furnish the required CONTRACT AND LABOR AND MATERIAL SURETY BONDS and CERTIFICATES OF INSURANCE for the completion of said work, at the locations and for the prices set forth on the inside pages of this form;

Understands that construction of this PROJECT shall be in accordance with all applicable Maricopa Association of Governments (MAG) Uniform Standard Specifications and Details for Public Works Construction as adopted by the City of San Luis, the City of Yuma Construction Standard Detail Drawings – 2019 edition [details], the City of San Luis Supplemental to the MAG Uniform Standard Specifications and Details for Public Works Construction and the City of Yuma Construction Standard Detail Drawings, except as otherwise required by the PLANS and SPECIAL PROVISIONS;

Understands that this PROPOSAL for construction of this PROJECT shall be submitted with a proposal guarantee of cash, certified check, cashier's check or BID SURETY BOND for an amount not less than 10 percent of the amount bid;

Agrees that upon receipt of NOTICE OF AWARD, from the City of San Luis, Arizona, Bidder will execute the CONTRACT DOCUMENTS within ten (10) calendar days;

Understands that the work shall commence on day 1 of the Contract Time and be completed within **270 calendar days.**

Hereby acknowledges receipt of and agrees Bidder's PROPOSAL is based on the following Addenda listed by number and date issued):

Number	Date	Number	Date
001	5/8/2024	002	5/23/2024

(List any additional addenda on the back of this sheet)

And hereby submits the following BID SCHEDULE of units and quantities as a part of this PROPOSAL:

BID SCHEDULE

TO: City of San Luis, Arizona
1090 East Union Street
P.O. Box 1170
San Luis, Arizona 85349

BIDDER: Hensel Phelps Construction Co

Project Name: City of San Luis - Well Site 5 – New Manganese Treatment Unit

Bid Item	Description	Unit of Measure	Quantities	Unit Price	Total Cost
1	Site work, grading and ABC Paving	LS	1	$ 192,000	$ 192,000
2	Construct Filter Building and Electrical and Chlorine Rooms. Owner to provide Pre-Engineered Metal Building.	LS	1	$ 942,000	$ 942,000
3	Install Pureflow Manganese Removal System (City of San Luis Provided.)	LS	1	$ 122,000	$ 122,000
4	Furnish and Install Well Pump, Motor, and Raw Water Supply Piping, including Concrete Pad.	LS	1	$ 595,000	$ 595,000
5	Furnish and Install 80,000 Gallon Welded Steel Reclaim Water Tank and Reclaim Water Piping System.	LS	1	$ 491,000	$ 491,000
6	Furnish and Install Backwash and Purge Out Supply and Return Piping System	LS	1	$ 373,000	$ 373,000
7	Furnish and Install Treated Water Piping System.	LS	1	$ 174,000	$ 174,000
8	Install Chlorine Equipment and Furnish and Install Chlorine Piping Systems.	LS	1	$ 94,000	$ 94,000
9	Furnish and Install Building Water and Sewer Systems, including Sewer Line Extension	LS	1	$ 120,000	$ 120,000
10	Construct 12-inch and 8-inch Water Line Extensions	LS	1	$ 180,000	$ 180,000
11	Furnish and Install Electrical Controls, and Instrumentation Systems, including City of San Luis furnished Service Entrance Section, Diesel Generator and Automatic Transfer Switch.	LS	1	$ 612,000	$ 612,000
12	Startup, Testing, Commissioning and Training.	LS	1	$ 131,000	$ 131,000
13	Storm Water Pollution Prevention Plan	LS	1	$ 6,000	$ 6,000
14	Construction Staking and Layout	LS	1	$ 19,000	$ 19,000

TOTAL $ 4,051,000

5% CONTINGENCY SUBTOTAL $ 203,000

TOTAL BASE BID $ 4,254,000

TOTAL BASE BID AMOUNT IN WORDS Four Million Two Hundred Fifty Four Thousand Dollars and 00/100

THIS PROPOSAL IS SUBMITTED BY Hensel Phelps Construction Co.,

a corporation organized under the laws of the State of N/A,

or a partnership consisting of HP Parent 1 and HP Parent 2, a Delaware General Partnership

or individual trading as N/A;

of the City of Greeley, Colorado (City, State) and is the holder of Arizona State Contractor's license(s): General Commercial and Engineering (type)

Classification Class B-1 and Class A License No. 310080 and 314085.

The Bidder hereby certifies that as of the below date, the bond amount posted with the Arizona Registrar of Contractors is $ 4,254,100 and that the Bidder's actual volume of work has not exceeded the contemplated gross volume pursuant to Arizona Administrative Code, Title 4 Chapter 9 [Authority: ARS §32-1101 et seq.]

Respectfully Submitted,

Bidder Hensel Phelps Construction Co.

Address 3125 E Wood Street, Suite 100

City, State, ZIP Phoenix, AZ 85040

E-mail sgrauer@henselphelps.com

By _____ 5/30/2024
[Signature] [Date]

Name Steve M. Grauer

Title Regional Vice President

ATTEST: [If Bidder is an Individual]

Witness: _____ 5/30/2024
[Signature] [Date]

Name and Title: Gerald R. Boat - Chief Estimator

BID SURETY BOND

Project Name: City of San Luis
Well Site 5 – New Manganese Treatment Unit

For: City of San Luis, Arizona

KNOW ALL MEN BY THESE PRESENTS:

That we, Hensel Phelps Construction Co., as Principal, (hereinafter called the Principal),

and the Travelers Casualty and Surety Company, a corporation duly organized under the laws of the State of Connecticut and duly licensed and possessing a certificate of authority to transact surety business in the State of Arizona, as Surety, (hereinafter called the Surety), are held and firmly bound unto City of San Luis, Arizona [hereinafter called City] as Obligee, in the sum of ten percent (10%) of the total amount of the bid of Principal, submitted by him to the City for the work described below, for the payment of which sum, well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, and administrators, successors, and assigns, jointly and severally, firmly by these presents, and in conformance with Arizona Revised Statutes [ARS].

WHEREAS, the said Principal is herewith submitting its PROPOSAL for the City of San Luis Well Site 5 - New Manganese Treatment Unit

NOW, THEREFORE, if the City shall accept the PROPOSAL of the Principal and the Principal shall enter into a CONTRACT with the City in accordance with the terms of the PROPOSAL and give the Bonds and Certificates of Insurance as specified in the Standard Specifications with good and sufficient Surety for the faithful performance of the CONTRACT and for the prompt payment of labor and materials furnished in the prosecution of the CONTRACT, or in the event of the failure of the Principal to enter into the CONTRACT and give the Bonds and Certificates of Insurance, if the Principal pays to the City the difference not to exceed the penalty of the bond between the amount specified in the PROPOSAL and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by the PROPOSAL then this obligation is void. Otherwise it remains in full force and effect provided, however, that this bond is executed pursuant to the provisions of Section 34-201, ARS, and all liabilities on this bond shall be determined in accordance with the provisions of the section to the extent as if it were copied at length herein.

Signed and sealed this 30th day of May, 2024.

Hensel Phelps Construction Co.	Travelers Casualty and Surety Company
Principal Firm	[Seal] Surety Firm
Principal Signature	Surety Signature
Steve M. Grauer, Vice President	Kelly T. Urwiller, Attorney-in-Fact
Name and Title	Name and Title

HENSEL PHELPS CONSTRUCTION CO. COMPANY SEAL DELAWARE

TRAVELERS CASUALTY AND SURETY COMPANY [Seal] HARTFORD, CONN.

Flood & Peterson Insurance Inc.
Agency of Record

4687 West 18th Street, Greeley, CO 80634
Address
{NOTE: attach current power of attorney}

TRAVELERS

Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Kelly T Urwiller** of **GREELEY**, **Colorado**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April, 2021**.

State of Connecticut

City of Hartford ss.

By: _____
Robert L. Raney, Senior Vice President

On this the **21st** day of **April, 2021**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June, 2026**

_____
Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 30th day of May, 2024

_____
Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

NON-COLLUSION AFFIDAVIT

Project Name: City of San Luis
Well Site 5 - New Manganese Treatment Unit Project

To: City of San Luis, Arizona

That pursuant to Section 1128 of Title 23 USC, the undersigned in submitting a PROPOSAL for performing the following work by CONTRACT, being duly sworn, disposes and says that he has not, nor anyone associated with the business identified below, either directly or indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this CONTRACT.

Description of CONTRACT:

Signature of Bidder

Steve M. Grauer - Regional Vice President
Title

Hensel Phelps Construction Co.
Business Name

3125 E Wood Street, Suite 100, Phoenix, AZ 85040
Address

Subscribed and sworn to before me this 30TH day of MAY, 2024.

Notary Public

Notary Public in and for the County of Maricopa, State Arizona.

My Commission Expires DEC. 20, 2025.

ELIZABETH M. MENDIOLA
Notary Public, State of Arizona
Maricopa County
Commission # 617755
My Commission Expires
December 20, 2025

BIDDER'S PARTICIPATION, SUBCONTRACTOR AND SUPPLIER LIST

Project Name: City of San Luis
Well Site 5 - New Manganese Treatment Unit Project

For: City of San Luis, Arizona

This form shall be submitted along with the PROPOSAL in the same sealed envelope.

The BIDDER must list below the names and addresses of all qualified subcontractors and major suppliers to be employed on the various portions of the work indicated.

BIDDER AND ALL CONTRACTORS SHALL BE DULY LICENSED IN ACCORDANCE WITH ARIZONA REVISED STATUTES AT THE TIME OF THE BID OPENING.

	BIDDER, SUB CONTRACTOR AND/OR SUPPLIER	**CURRENT AZ LICENSE [SUB CONTRACTOR]**
1.	Hensel Phelps - 3125 E. Wood St., Phoenix, AZ 85008	314085 & 310080
2.	Haxton Masonry - 7138 E 29th St., Yuma, AZ 85365	217710
3.	D & H Electrical - 2333 E Palo Verde St., Yuma, AZ 85365	324908, 295772
4.	MMI Tanks - 3240 S 37th Ave., Phoenix, AZ 85009	281028
5.	Hansberger HVAC - 660 E 18th Pl A, Yuma, AZ 85365	161695
6.	Pro Builder - 5350 E. 33rd Pl., Yuma, Arizona 85365	326913
7.	Angelus - 17762 Metzler Ln, Huntington Beach, CA 92647	327126
9.	Wilbur Drywall - 2970 S Shari Ave., Yuma, AZ 85365	130776
10.	DH Pace - 1927 East 19th Street, Tucson, AZ 85719	296201
11.	Desert View Painting - 3950 E Tennessee St., Tucson, AZ 85714	198931
12.	JRP Construction -14888 S Ave 5 E, Yuma, AZ 85365	338657
13.	DPE Construction -1636 E 20th St. A, Yuma, AZ 85365	090323, 080704, 306193
14.	ACS Services - 2235 W Broadway Rd., Mesa, AZ 85202	289631
15.	Fortiline - 4863 E Ingram Street, Mesa, AZ 85205	Piping Supplier
16.	Weber Water Resources - 7551 S Atwood, Mesa, AZ 85212	146265,146266,146267

City of San Luis
Department of Public Works

• Administration • Streets • Water • Wastewater • Solid Waste • Fleet Services •

June 3, 2024

Greg Beetem
Vice President
MGC Contractors, Inc.
4110 East Elwood Street
Phoenix, Arizona 85040
gbeetem@mgccontractors.com

Subject: ***NOTICE OF INTENT TO AWARD FOR CONSTRUCTION SERVICES FOR THE CITY OF SAN LUIS WELL SITE 5 – NEW MANGANESE TREATMENT UNIT PROJECT***

Dear Mr. Beetem,

You are hereby notified that the City of San Luis, Arizona intends to award MGC Contractors, Inc. the construction contract for the above cited project, in the amount of $3,966,900.00.

Sincerely,

Jorge Perez
Assistant Director of Public Works
City of San Luis
1090 E. Union St. / PO Box 3750
San Luis, AZ, 85349
(928)341-8577
jperez@sanluisaz.gov

City of San Luis
Department of Public Works

• Administration • Streets • Water • Wastewater • Solid Waste • Fleet Services •

AGREEMENT

for the Construction of

CITY OF SAN LUIS
WELL SITE 5
NEW MANGANESE TREATMENT UNIT

This agreement ("Contract") is made and entered into this ____ day of June 2024, by and between:

MGC Contractors, Inc. 4110 East Elwood Street Phoenix, Arizona 85040 An Arizona for-profit corporation ("Contractor") and	City of San Luis 1090 East Union Street (Physical Address) P.O. Box 3750 (Mailing Address) San Luis, Arizona 85349 An Arizona municipal corporation ("City")

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

WHEREAS, the scope of work requires the Contractor to furnish any and all labor, materials, equipment, transportation, utilities, services, and facilities required to perform all work for the City of San Luis – Well Site 5, New Manganese Treatment Unit ("Project"), per the Contractor's bid of May 30, 2024, ("Proposal"). and to completely and totally remove and install the materials therein for the City, in a good and workmanlike and substantial manner and to the satisfaction of the City through its engineers ("ENGINEERS"), or his properly authorized agents and strictly pursuant to and in conformity with the plans and specification prepared by the ENGINEERS, and with such modifications of the same and other documents that the OWNER may make through the ENGINEERS or his properly authorized agents, as provided herein; and

WHEREAS, San Luis City Council, at a properly noticed open meeting, awarded the Bid to the Contractor on June 12, 2024; and

WHEREAS, at the same meeting, San Luis City Council directed staff to finalize an agreement with MGC Contractors, Inc.;

NOW, THEREFORE, the above recitals are incorporated into this Contract. Iin consideration of the City paying the sum of $3,966,900.00 to the Contractor and the Contractor constructing a new Manganese Treatment Unit with appurtenances and piping at the City's Well Site 5 and other work incidental in the manner and at the time provided in this Contract, and in consideration of the other mutual benefits and obligations contained in this Contract the Parties agree as follows:

ARTICLE 1 - PARTICIPANTS AND PROJECT

City:	Jenny Torres, City Manager City of San Luis, Arizona Telephone: (928) 341-8520 E-mail: jtorres@sanluisaz.gov
City PROJECT MANAGER:	Jorge Perez, Assistant Director of Public Works City of San Luis Telephone: (928) 341-8577 E-mail: jperez@sanluisaz.gov
Contractor:	Greg Beetem, Vice-President MGC Contractors, Inc. Telephone: (602) 437-5000 E-mail: gbeetem@mgccontractors.com
Contractor MANAGER:	_____ MGC Contractors, Inc. Telephone: _____ E-mail: _____
PROJECT ENGINEER / DESIGNER:	James V. Davey, PE, RLS James Davey and Associates, Inc. Telephone: (928) 782-7926 E-mail: jdavey@jdacivil.com
PROJECT DESCRIPTION:	City of San Luis, Well Site 5, Construction of New Manganese Treatment Unit,
PROJECT LOCATION:	Well Site 5 is near the McCain Blvd north of Union Street in San Luis, Arizona

ARTICLE 2 - CONTRACT DOCUMENTS

The Contract between the City and the Contractor shall consist of the following items, collectively the "Contract Documents:"

1. this Contract;
2. Change Orders (if any);
3. Performance bond and payment bond (required by A.R.S. § 41-2574, also known as contract bond and labor & materials bond), bid bond, and other bonds;
4. Project specifications;
5. construction plans;
6. General Conditions;
7. bid documents {including but not limited to the advertisement for bids, bid schedule, addenda (if any), additive bid items (if any)}, and the Proposal;
8. Special Conditions (Pages SP-1 through 8 of the Bid Package)/special provisions (which amend Part 100 of the 2016 City of San Luis Supplemental to the 2015 MAG Uniform Standard Specifications);

9. 2016 City of San Luis Supplemental to the 2015 MAG Uniform Standard Specifications and Details for Public Works Construction and City of Yuma Construction Standard Detail Drawings, MAG Uniform Standard Specifications and Details for Public Works Construction, City of Yuma Construction Standard Detail Drawings – Edition 2019; and
10. Certificates of Insurance.

By this reference, the above Contract Documents are made a part of this Contract to the same extent as if set forth in full here.

In the event of a conflict of language between the items, the documents shall govern in the order listed above. The Contract Documents shall govern in all other matters not otherwise specified by the Contract between the Parties. All previous contracts (if any) between the Contractor and City are not applicable to this Contract or other resultant contracts.

ARTICLE 3 - DESIGN PHASE SERVICES

The Contractor is not required to provide design phase services to the City in relation to this Project.

ARTICLE 4 - CONSTRUCTION SERVICES

4-1 General.

4-1.01 The Contractor agrees, at its own cost and expense, to do all Work necessary and required to fully, timely, and properly complete the construction of the Project in strict accordance with the Contract Documents in a good and workmanlike manner, free and clear of all claims, liens, and charges whatsoever, in the manner and under the conditions specified, within the Project Schedule.

4-1.02 The Contractor shall provide all the labor and materials and perform the Work in accordance with Section 4 of the General Conditions. Below are some but not all of the major components of the construction services and the corresponding subsections of Section 4 of the General Conditions.

4-1.03 At all times relevant to this Contract and performance of the Work, the Contractor shall fully comply with all laws, regulations, or legal requirements applicable to the City, the Project, and the Contract, including, without limitation, those set forth in the General Conditions.

4-1.04 The Contractor shall perform the Work under this Contract using only those firms, team members, and individuals designated by Contractor consistent with the Contractor's accepted Bid, or otherwise, approved by the City pursuant to the General Conditions. No other entities or individuals may be used without the prior written approval of the Project Manager.

4-1.05 The Contractor shall comply with all terms and conditions of the General Conditions.

4-1.06 The terms of this Contract shall control in the event of a conflict between it and the General Conditions or any exhibit to the Contract or appendix to the General Conditions.

4-1.07 For purposes of this provision, "Work Product" shall include all designs, drawings, plans, specifications, ideas, renderings, and other information or matter in whatever form created (e.g., electronic or printed) and in all media now known or in the future created. All Work Product shall be considered Work Made for Hire as defined in the United States Copyright Act 17 U.S.C. § 101 (Copyright Act). If, for any reason, any such Work is found not to be a Work Made for Hire, the Contractor, by entering into this Contract, transfers and assigns ownership of the copyright in such Work to the City. Notwithstanding anything to the contrary in this Contract, all Work Product prepared or otherwise created in connection with the performance of this Contract, including the Work, are to be and remain the property of the City. The rights in this Section are exclusive to the City in perpetuity.

4-2 The Contractor's Pre-Contract and Pre-Work Deliverables. The Contractor shall provide the deliverables in accordance with Section 4.2 of the General Conditions.

4-3 Pre-Construction Conference. The Contractor shall attend the pre-construction conference in accordance with Section 4.3 of the General Conditions.

4-4 Performance of the Work (Including Field Measurements, Subcontractors, and Suppliers). The Contractor shall control and maintain the Project site in accordance with Section 4.4 of the General Conditions.

4-5 Control of the Project Site. The Contractor shall control and maintain the Project site in accordance with Section 4.5 of the General Conditions.

4-6 Project Safety. The Contractor shall implement and enforce Project safety in accordance with Section 4.6 of the General Conditions.

4-7 Materials Quality, Substitutions, and Shop Drawings. The Contractor shall provide materials testing and submit substitute materials and shop drawings in accordance with Section 4.7 of the General Conditions.

4-8 Project Record Documents. The Contractor shall maintain and make available the Project Record Document in accordance with Section 4.8 of the General Conditions.

4-9 Warranty and Correction of Defect Work. The Contractor shall provide warranties and correct defective Work in accordance with section 4.9 of the General Conditions.

ARTICLE 5 - CITY'S RESPONSIBILITIES

The City shall have the responsibilities and provide the information specified in, and subject to, the conditions set forth in Section 5 of the General Conditions.

ARTICLE 6 - CONTRACT TIME

6-1 Contract Time.

The Contract Time shall start with the Notice to Proceed (NTP) and end with Final Acceptance, as set forth in Section 6-4 below. The Notice to Proceed cannot be issued prior to the City's approval and acceptance of the Bid.

6-1.01 The Contract Time shall be as set forth in the Project Schedule. The Contractor agrees that it will commence the performance of the Work and complete the Project within the Contract Time.

6-1.02 Time is of the essence of this Contract, for the Project, and for each phase and designated milestone of the Contract.

6-1.03 Failure on the part of the Contractor to adhere to the approved Project Schedule will be deemed a material breach and sufficient grounds for the City to terminate this Contract.

6-2 Project Schedule. The Project Schedule, as required by Section 6.2 of the General Conditions, shall be updated and maintained throughout the Contractor's performance under this Contract in accordance with Section 6.2 of the General Conditions.

6-3 Final Completion and Final Acceptance.

6-3.01 **Substantial** Completion will be obtained within the time period set forth in the Project Schedule as defined in the General Conditions, Section 2.

6-3.02 Final Completion will be determined, and Final Acceptance will be issued pursuant to Sections 6.3 and 6.4 of the General Conditions. **For this project Final Completion and Final Acceptance shall be set at the end of the 2-year warranty period following Substantial Completion.**

6-4 Liquidated Damages.

6-4.01 The Contractor acknowledges and agrees that if the Contractor fails to obtain the Final Completion of the Work within the Contract Time, the City will sustain extensive damages and serious loss as a result of such failure. The Contractor agrees to commence Work within ten (10) Days of the date of the Notice to Proceed from the City and to achieve Substantial Completion within **two hundred and seventy (270) calendar Days after the Notice to Proceed.** The Contractor also agrees to pay liquidated damages, the sum of $1,190.00, for each consecutive calendar Day thereafter.

6-4.02 The City may deduct liquidated damages described in Subsection 6-4.01 above from any unpaid amounts then or thereafter due to the Contractor under this Contract. Any liquidated damages not so deducted from any unpaid amounts due the Contractor shall be payable to the City at the demand of the City, together with interest from the date of the demand at the highest lawful rate of interest payable by the Contractor.

6-4.03 Nothing in this Contract shall be deemed to constitute a waiver of any other remedy available to the City in the event of the Contractor's default under this Contract prior to full performance of the Work, including, as applicable, specific performance or completion of the Work on behalf of the Contractor, the cost and expense of which shall be offset against any monies then or

thereafter due to Contractor (if any) and otherwise immediately reimbursed to City by the Contractor.

ARTICLE 7 - CONTRACT PRICE

7-1 Contract Price.

7-1.01 In exchange for the Contractor's full, timely, and acceptable performance and construction of the Work under this Contract, and subject to all of the terms of this Contract, the City will pay the Contractor the Contract Price, which is $3,966,900.00.

7-1.02 The Contract Price is all-inclusive and specifically includes all fees, costs, insurance and bond premiums, and taxes of any type necessary to fully, properly, and timely perform and construct the Work.

ARTICLE 8 - PAYMENT

Payments shall be made to the Contractor in accordance with Section 8 of the General Conditions.

ARTICLE 9 - CHANGES TO THE CONTRACT

Changes to the Contract may be made in strict accordance with Section 9 of the General Conditions.

ARTICLE 10 - TERMINATION

The Contract may be terminated in accordance with Section 10 of the General Conditions.

ARTICLE 11 - INSURANCE AND BONDS

11-1 The Contractor shall provide Insurance as provided in the Insurance Requirements and in accordance with Section 11.1 of the General Conditions. The Contractor shall provide proof of such insurance and all required endorsements in forms acceptable to the City prior to commencing any Work under this Contract.

11-2 The Contractor shall provide performance, payment and warranty bonds to the City in accordance with Section 11.2 of the General Conditions and A.R.S. § 34-222.

11-3 The Contractor's failure to provide proof of insurance and the required endorsements, or the required bonds, in forms acceptable to the City will be a material breach and grounds for termination for cause under this Contract.

ARTICLE 12 - INDEMNIFICATION

The Contractor shall have and assume the indemnity obligations set forth in Section 12 of the General Conditions.

ARTICLE 13 - DISPUTE RESOLUTION

Any claims or disputes relating to this Contract shall be resolved according to the dispute resolution process set forth in section 13 of the General Conditions.

ARTICLE 14 - MISCELLANEOUS PROVISIONS

The miscellaneous provisions set forth in section 14 of the General Conditions shall apply to this Contract.

ARTICLE 15 - COUNTERPARTS

This Contract may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature pages from one or more counterparts may be removed from such counterparts. Such signature pages may all be attached to a single instrument so that the signatures of all Parties may be physically attached to a single document.

ARTICLE 16 - AUTHORITY

Each Party represents and warrants to the other Party: (i) that such Party is duly organized and validly existing under the laws of the State of Arizona and has full corporate power and authority to enter into this AGREEMENT and to carry out the provisions of this AGREEMENT; (ii) such Party is duly authorized to execute and deliver this AGREEMENT and to perform its obligations under this AGREEMENT; (iii) the person executing this AGREEMENT on such Party's behalf has been duly authorized to do so by all requisite corporate action, and (iv) this AGREEMENT is a legal and valid obligation binding upon the Parties and enforceable in accordance with its terms.

The Parties have executed this Contract in Yuma County, Arizona, on the day and year set forth above, which is the day the last Party signed this Contract. The original Contract will be filed with the City of San Luis Clerk.

[Intentionally left blank. Signature page follows.]

City of San Luis

Nieves Riedel, Mayor

Date: _____

Attest:

Sonia Cornelio, City Clerk

Approved As to Form

Kay Marion Macuil, City Attorney

MGC Contractors, Inc.

Greg Beetem, Vice-President

Date: _____

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. F.**

Meeting Date: 06/12/2024

Department Head: Eulogio Vera, Director of Public Works, Public Works Department

Submitted By: Jorge Perez, Assistant Director of Public Works, Public Works Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the purchase of water line pipes, valves, and fittings for the utility improvements for Cesar Chavez Boulevard Project. **(Jorge Perez, Assistant Director of Public Works)**

SUMMARY:

The design of the Cesar Chavez Blvd. is currently in progress and approaching 60% design completion. Unfortunately, the road expansion project does not include utility relocation nor provides underground work for water and sewer. Public Works has been working with a local consultant on producing design plans for water and sewer system relocations, new service tappings, water and sewer line extensions for future development (to eliminate cuts on a brand-new road in the future), as well as sanitary sewer manhole rehabilitations (where needed). Plans are near completion, but they are still being worked on, which prevents us from hiring contractors to perform the work. In an effort to utilize available funds from the current fiscal year, the Department of Public Works solicited quotes from local vendors for 12" water line pipes, 12" valves, and appurtenances.

Public Works is seeking council approval to purchase materials from Ferguson Waterworks for $273,372.96, waive formal purchasing procedures as authorized under the City of San Luis, City Code, Section 3.05.010 (F) Procedures Waived, for the good cause presented, and approve a transfer of budget authority in the amount of $280,000.00 from the wastewater account to the water account under the same project.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE PURCHASE OF MATERIALS FROM FERGUSON WATERWORKS IN THE AMOUNT OF $273,372.96, TO WAIVE FORMAL PURCHASING PROCEDURES FOR THE REASONS PRESENTED AND THE TRANSFER OF BUDGET AUTHORITY AS PRESENTED IN THE FISCAL IMPACT OF THIS ITEM.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	Yes
CITY/STATE/FEDERAL FUNDS:	City
TOTAL:	$273,372.96
BUDGETED AMOUNT:	$0
AVAILABLE AMOUNT TO TRANSFER:	$560,000.00
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):

There is existing funding on the wastewater fund for this project in the amount of $560,000.00. Due to the design not being ready at this point, the City cannot order Sanitary Sewer Manholes, which will be ordered during fiscal year 2025.
At this time, Public Works is seeking a budget transfer in the amount of $280,000.00 from the wastewater account #310-311-90015 to the water account #300-302-90015 to cover this expense.

Attachments

Ferguson Proposal

FERGUSON WATERWORKS

FERGUSON WATERWORKS (2760)
3267 EAST 33RD PLACE
YUMA, AZ 85365-7553

Phone: 928-261-4950
Fax: 928-334-8885

Deliver To:
From: **Tim Maude**
Comments:

08:45:07 JUN 04 2024

FERGUSON WATERWORKS #3083
Price Quotation
Phone: 928-261-4950
Fax: 928-334-8885

Bid No: B425709
Bid Date: 04/30/24
Quoted By: TIM

Cust Phone: 928-341-8520
Terms: NET 10TH PROX

Customer:
CITY OF SAN LUIS
PO BOX 7740
SAN LUIS, AZ 85349

Ship To:
CITY OF SAN LUIS
PO BOX 7740
SAN LUIS, AZ 85349

Cust PO#: 12" DR18

Job Name:

Item	Description	Quantity	Net Price	UM	Total
DR18BP12	12 C900 DR18 PVC GJ BLUE PIPE	4000	45.650	FT	182600.00

	ADDED GATE VLVS				

AFC2512MMLAOL	12 DI MJ RW OL GATE VLV L/A	20	3017.910	EA	60358.20
SSLCE12	12 PVC WDG REST GLND *ONELOK	40	136.640	EA	5465.60
MJGA12	12 MJ GSKT	40	15.000	EA	600.00
T2LBXT61012	10-12 MJ T316 T-BLT BX SET *X	40	72.630	EA	2905.20
PSLUBXL1G	1 GAL 8 LB PIPE JT LUB NSF NEW FORM	16	14.510	EA	232.16

Net Total:	$252161.16
Tax:	$21211.80
Freight:	$0.00
Total:	$273372.96

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE//VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at https://www.ferguson.com/content/website-info/terms-of-sale
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.
Buyer shall accept delivery of products within 60 days of Seller receiving the products at Seller's warehouse. If Buyer causes or requests a delay in delivery of the products, Buyer may be subject to storage fees and additional costs caused by such delay. Seller reserves the right to requote the products and reschedule the delivery date, subject to manufacturer's lead times and price increases, if Buyer is unable to accept delivery within 60 days.

HOW ARE WE DOING? WE WANT YOUR FEEDBACK!
Scan the QR code or use the link below to complete a survey about your bids:
https://survey.medallia.com/?bidsorder&fc=2760&on=18934

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. G.**

Meeting Date: 06/12/2024

Department Head: Jose A. Guzman, Director of Development Services, Development Services

Submitted By: Jose A. Guzman, Director of Development Services, Development Services

Action Requested: Motion
Ordinance
Public Hearing

ITEM:

Public Hearing followed by discussion and possible action on any and all matters regarding Rezoning Case No. 2024-0127- KNAM Townhomes and Ordinance No. 450. An Ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the Official Zoning Map of the City of San Luis by changing the zoning classification of 0.44 acres from Community Commercial (C-2) to Medium-High Density Residential (R-2) on property located at 1185 N Hidalgo Avenue; repealing any conflicting provisions; and providing for severability. **(Jose A. Guzman, Director of Development Services)**

A. Open Public Hearing
   1. Staff presentation
   2. Call to the Public on this item
B. Close Public Hearing
C. Action on Ordinance No. 450 by title only
D. Action on Ordinance No. 450

SUMMARY:

A request by Edais Engineering on behalf of KNAM&D Construction to rezone 0.44 acres from Community Commercial (C-2) to Medium-High Density (R-2). Assesor's parcel 775-20-164, located at 1185 N Hidalgo Avenue in San Luis, Arizona.

The current zoning is Community Commercial (C-2). The purpose of the C-2 zoning district is to provide for commercial development in locations that are suitable and appropriate. The intent of this district is to accommodate a variety of uses, including professional offices, retail, and services.

The proposed zoning is Medium-High Density Residential (R-2). The purpose of the R-2 zoning district is to allow for a variety of building types, including duplexes, townhouses, and apartments with varied project amenities. The intent of this district is to permit higher-density urban development with a mixture of uses of similar intensity.

The request for Medium-High Density Residential (R-2) will allow the applicant to accommodate small-sized lots designed for townhomes. The developer is proposing to accommodate 5 attached townhome units as per the proposed site plan attached to this report.

Existing Adjacent Zoning Districts:
To the north C-2 (Existing commercial lot)
To the south R1-6 (Existing residence)
To the west R1-6 (Existing residence)

To the east C-2 (East Main Canal)

AGENCY REVIEW:
As part of the review process, all land use cases are reviewed by various city and outside agencies. Staff have received comments from he City of San Luis Fire Department.

The City of San Luis Fire Department has provided the following comment: "The City of San Luis Fire Department has no comments at this time but reserves the right to comment upon subsequent submittals. Final decisions regarding this request are best made by the Planning and Zoning Department".

As required by State Statute, staff sent notification letters to property owners within 300 feet of the proposed project (38 letters).

The City has not received any significant concern or objection from various review agencies or adjacent property owners.

CITIZEN REVIEW MEETING:
As required by State Statute and City Code, a Citizen Review Meeting was held at City Hall on May 7, 2024, at the City Hall Council Chambers at 6:00 p.m. The intent of the meeting was to allow the public to learn about the project, ask questions and express any comments. Nobody from the public was present during the meeting.

PLANNING AND ZONING COMMISSION:
This item was presented to the Planning and Zoning Commission at their regular meeting on May 14, 2024. The Commission recommended approval of this request subject to the conditions of approval presented by staff.

STAFF RECOMMENDATION:
Staff recommends approval of Rezoning Case No. 2024-0127 and Ordinance No. 450 with the following conditions:

1. The owner/applicant shall submit a preliminary plat application in compliance with the City of San Luis subdivision regulations.

RECOMMENDATION / SUGGESTED MOTION:

A. I MOVE TO OPEN PUBLIC HEARING
1. STAFF PRESENTATION
2. CALL TO THE PUBLIC ON THIS ITEM
B. I MOVE TO CLOSE PUBLIC HEARING
C. I MOVE TO APPROVE THE READING OF ORDINANCE NO. 450 BY TITLE ONLY
(CITY CLERK TO READ THE ORDINANCE BY TITLE ONLY)
D. I MOVE TO APPROVE AND ADOPT ORDINANCE NO. 450

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

Ordinance No. 450

Location Map

Site plan

Aerial

Fire Department comment

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Ordinance

NO. 450

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF SAN LUIS BY CHANGING THE ZONING CLASSIFICATION OF 0.44 ACRES FROM COMMUNITY COMMERCIAL (C-2) TO MEDIUM-HIGH DENSITY RESIDENTIAL (R-2) ON PROPERTY LOCATED AT 1185 N HIDALGO AVENUE; REPEALING ANY CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the Mayor and City Council of the City of San Luis desire to amend the City of San Luis Official Zoning District Map (the "Zoning Map") pursuant to A.R.S. §9-462.04 to change the zoning classification for 0.44 acres being a portion of real property located on Assessor Parcel ID No. 775-20-164; as attached hereto as "Exhibit A" and

WHEREAS, the aforementioned change in zoning classification is consistent with the General Plan of the City of San Luis; and

WHEREAS, all due and proper notices of public hearings on the Zoning Map Amendment have been given and proper public hearings have been held, and a recommendation has been given regarding the Zoning Map Amendment by the Planning and Zoning Commission of the City of San Luis; and

WHEREAS, the Planning and Zoning Commission recommended approval of the zoning.

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

SECTION 1. That the above recitals are hereby incorporated as though fully set forth herein.

SECTION 2. That the Official Zoning Map of the City of San Luis is hereby amended by changing the zoning classification from Community Commercial (C-2) to Medium-High Density Residential (R-2) of the property subject to the following condition:

1. The owner/applicant shall submit a preliminary plat for approval in compliance with the City of San Luis subdivision regulations.

Property more fully described as:

As attached hereto as “Exhibit B”.

SECTION 3. In the event of a conflict between the provisions of this ordinance and any other ordinance, resolution, regulation, or policy within the City of San Luis, the conflicting provisions are hereby repealed, superseded, and replaced, and the provisions of this ordinance shall govern.

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 final decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or said reference regulations.

PASSED AND ADOPTED by the Mayor and Council of the City of San Luis,

Arizona, this _____ day of _____, 2024.

_____

Nieves Riedel, Mayor

ATTEST:

_____

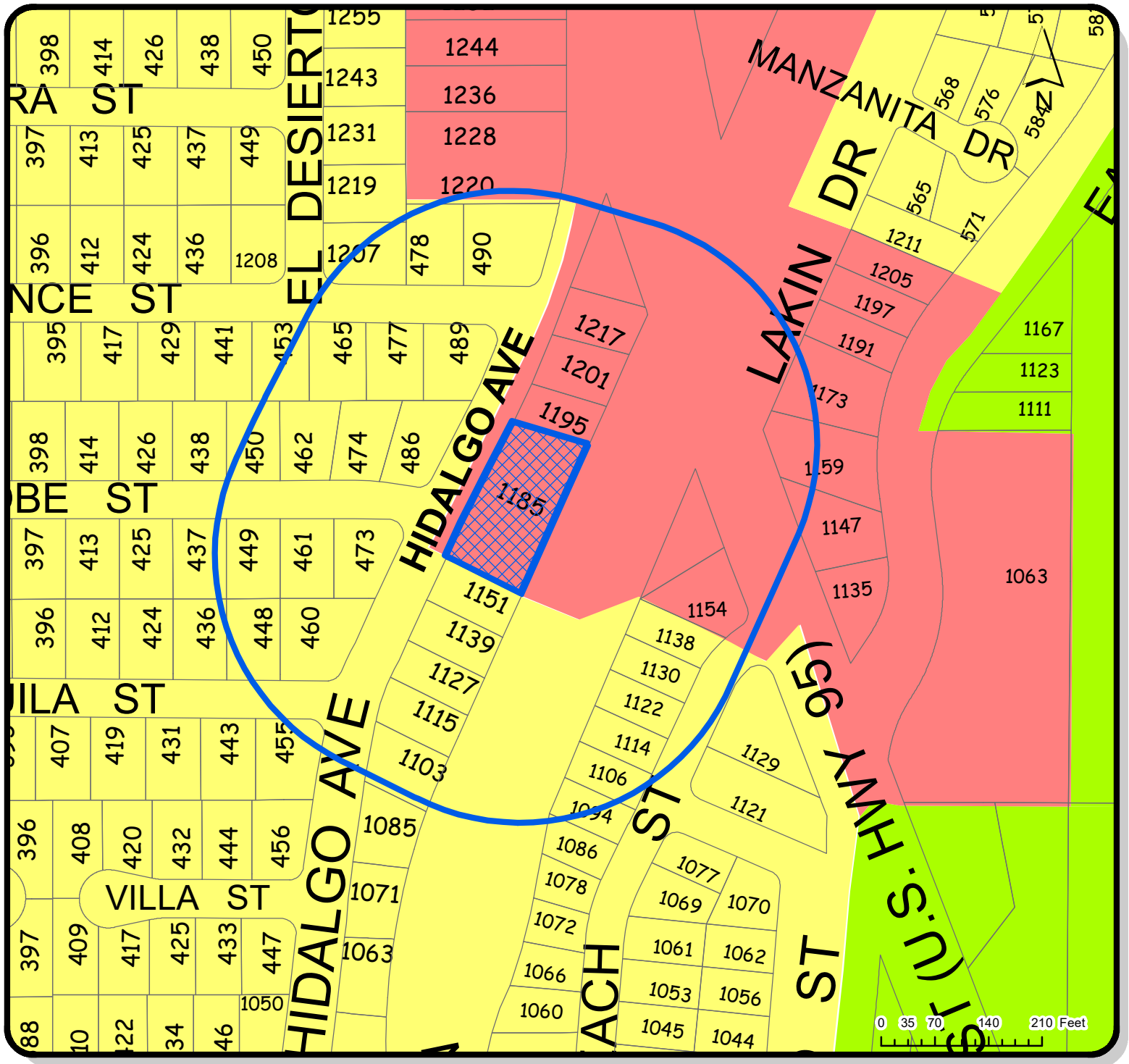
Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

_____

Kay Marion Macuil, City Attorney

Ordinance No. 450 - Exhibit A



LOCATION MAP

LOCATION OF SUBJECT PROPERTY

PARCEL ID: 77520164
1185 N HIDALGO AVE

300ft Notification Area

Legend
SINGLE RESIDENCE ZONING DISTRICTS
R1-6
RA-10
COMMERCIAL ZONING DISTRICTS
C-2

REZONING

CASE #
2024-0127

LEGAL DESCRIPTION

THAT A PORTION OF THE EAST HALF OF THE EAST HALF OF THE SOUTHEAST QUARTER (E1/2,E1/2,SE1/4) OF SECTION 2 AND PORTION OF THE WEST HALF OF THE WEST HALF OF THE SOUTHWEST QUARTER (W1/2,W1/2,SW1/4) OF SECTION 1, TOWNSHIP 11 SOUTH, RANGE 25 WEST, GILA AND SALT RIVER BASE AND MERIDIAN, YUMA COUNTY, ARIZONA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE WEST QUARTER CORNER OF SAID SECTION 1,

THENCE: S 00°02'30" W ALONG THE SECTION LINE OF SAID SECTIONS 1 AND 2 A DISTANCE OF 474.74 FEET TO A POINT ON A CURVE TO THE RIGHT;

THENCE: ALONG SAID CURVE TO THE RIGHT WITH A CENTERAL ANGLE OF 25°58'30", A RADIUS OF 661.70 FEET AND AN ARC LENGTH OF 299.98 FEET TO A POINT;

THENCE: S 63°59'00" E A DISTANCE OF 33.00 FEET TO A POINT;

THENCE: S 26°01'00" W A DISTANCE OF 61.60 FEET **TO THE TRUE POINT OF BEGINNING**;

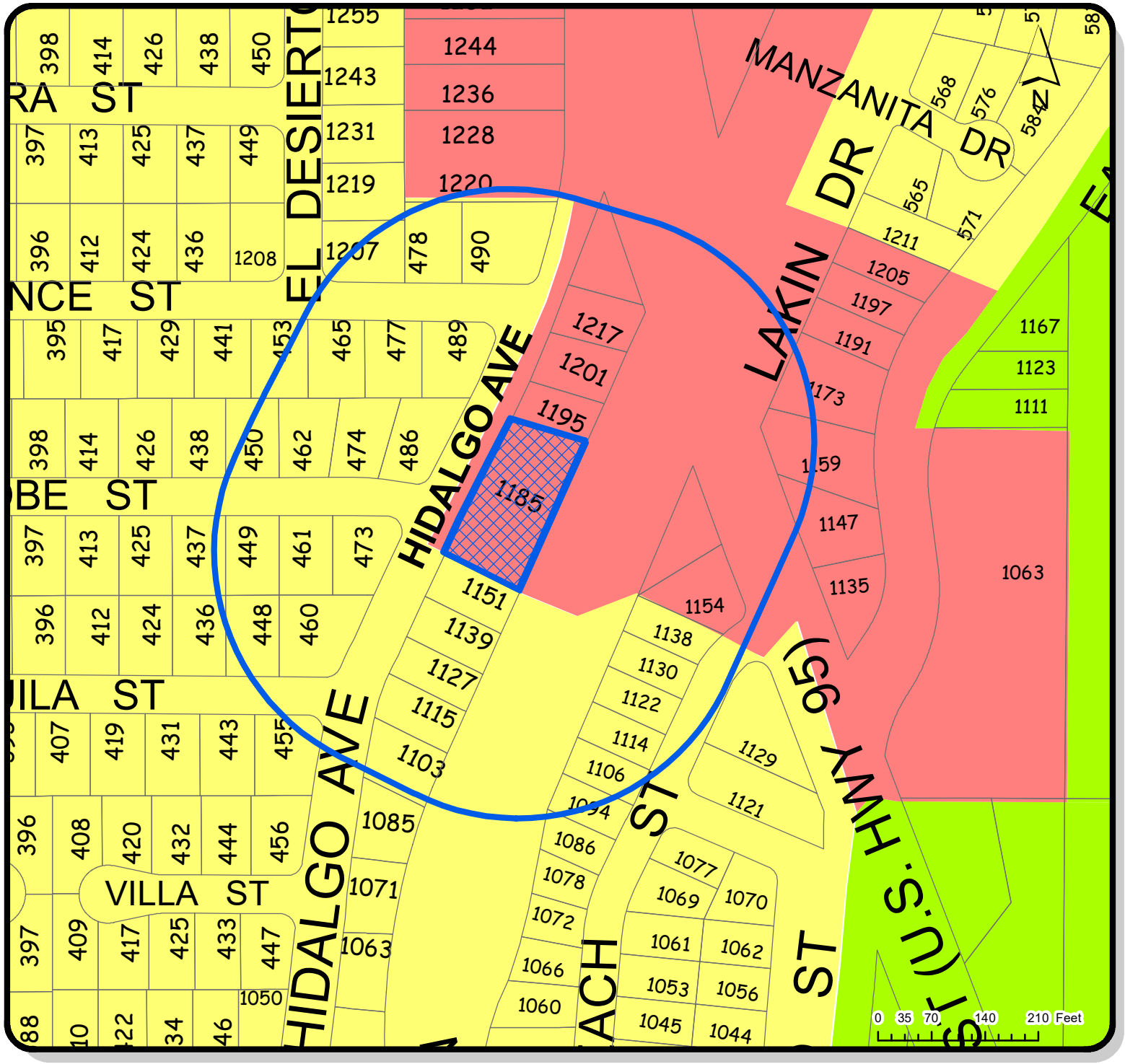
THENCE: CONTIUING S 26°01'00" W A DISTANCE OF 194.00 FEET TO A PONT;

THENCE: S 69°59'00" E A DISTANCE OF 102.12 FEET TO A PONT;

THENCE: N 23°34'45" E A DISTANCE OF 194.18 FEET TO A PONT;

THENCE: N 69°59'00" E A DISTANCE OF 93.91 FEET TO **THE TRUE POINT OF BEGINNING**

CONTAINING 0.44 ACRES MORE OR LESS



LOCATION MAP

REZONING

CASE #
2024-0127

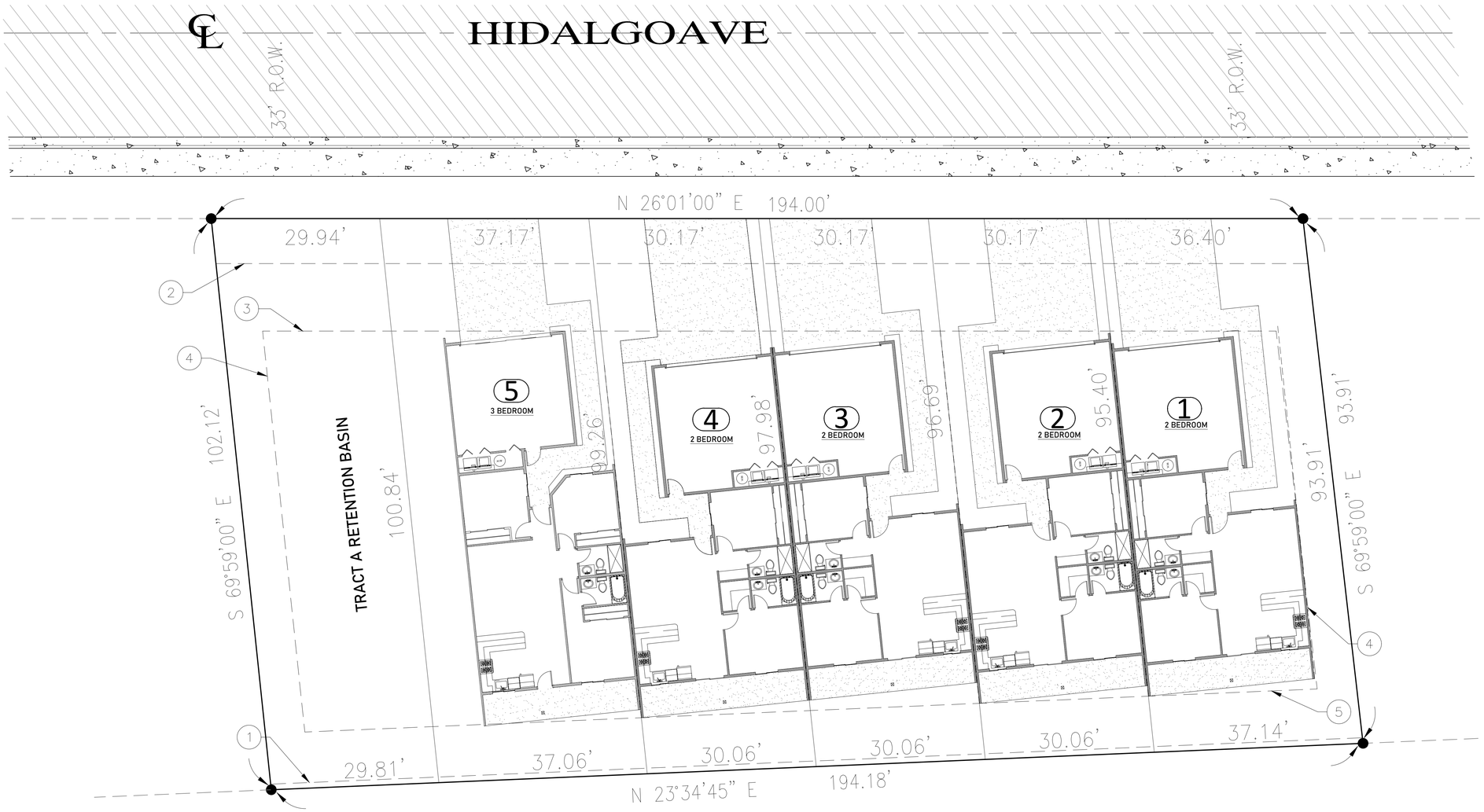
LOCATION OF SUBJECT PROPERTY

PARCEL ID: 77520164
1185 N HIDALGO AVE

300ft Notification Area

Legend
SINGLE RESIDENCE ZONING DISTRICTS
R1-6
RA-10
COMMERCIAL ZONING DISTRICTS
C-2

DATE: 3/19/2024	**PLANNING & ZONING** GIS	**CREATED BY:** ISAAC GUTIERREZ
CHECKED BY: JUAN TEJEDA		**APPROVED BY:** JOSE A. GUZMAN



SCALE: 1"=10'

CONSTRUCTION NOTES

1. NEW 1' NON-ACCESS EASEMENT
2. NEW 8' PUE (PUBLIC UTILITY EASEMENT)
3. NEW 20' FRONT YARD SETBACK LINE
4. NEW 7' SIDE YARD SETBACK LINE
5. NEW 10' REAR YARD SETBACK LINE

CALL TWO WORKING DAYS BEFORE YOU DIG
UNDERGROUND SERVICE ALERT
1-800-422-4133
(SOUTHERN CALIFORNIA)

REVISIONS

1	
2	
3	
4	
5	
6	

SITE PLAN

FABIAN TOWNHOMES

EDAIS Engineering, Inc.
1375 S. Ave. 45
Yuma, Arizona 85365
najis@Edaisgroup.com (928) 344-3566
www.edaisengineering.com

PRELIMINARY
NOT FOR
CONSTRUCTION

DATE:	APRIL 2023
DRAWN:	P.L.B.R/HUSAM
CHECKED:	NKE
PROJECT:	00-00
SHEET NUMBER	C-1

Independence
Hidalgo Avenue
0
0

March 20, 2024

REZONING CASE NUMBER: 2024-0127

CASE SUMMARY: A request by Edais Engineering, on behalf of KNAM&D Construction to rezone 0.44 acres from Community Commercial (C-2) to Medium-High Density Residential (R-2). Assessor's parcel 775-20-164, located at 1185 N Hidalgo Avenue in San Luis Arizona. The developer is proposing a townhome subdivision containing 5 lots.

Citizen Review Meeting will be held:
Tuesday the 7th day of May 2024 at 6:00 p.m. at the San Luis City Hall Council Chambers, 1090 E. Union Street, San Luis, Arizona.

PUBLIC HEARING: May 14, 2024

COMMENTS DUE: April 4, 2024

Your comments on this case will help us prepare an accurate and timely staff report. Your comments on this case will be inserted "as is" into the staff report with your name, department, and telephone number, should the applicant have any questions. Your comments are a public record and will be available to the public, media, and the applicant, in addition to the Commission hearing this case. Please complete the section below and return via e-mail. For additional information, please contact the Planning and Zoning Department at (928) 341-8563 or at P&Z@sanluisaz.gov.

Thank you,

Juan Tejeda
Associate Planner
Attachments: Location Map, Site Plan

☑ COMMENTS ☐ NO COMMENTS

Enter Comments below:
The City of San Luis Fire Department have no comments at this time but reserves the right to comment upon subsequent submittals. Final decisions regarding this request are best made by the Planning and Zoning Department.

Date:
04/04/2024
Agency:
The City of San Luis Fire Department
Phone:
928/341-8550
Return to: P&Z@sanluisaz.gov

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. H.**

Meeting Date: 06/12/2024

Department Head: Adela Cortez, Director Human Resources, Human Resources Department

Submitted By: Adela Cortez, Director Human Resources, Human Resources Department

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding results of the Base Compensation Study. **(Adela Cortez, Director of Human Resources & Kay Tilzer, Vice President for Public Sector Personnel Consultants)**

SUMMARY:

During the Meeting of November 21, 2023, City Council approved a transfer of funds to Human Resources to secure professional services from Public Sector Personnel Consultants (PSPC) to conduct a Base Compensation Study. Although compensation adjustments may not be implemented until December or January of the 2024-25 Fiscal Year, results of the study and recommendations for implementation will be presented by Ms. Kay Tilzer, Vice President for Public Sector Personnel Consultants.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE CONCEPT OF CHANGING THE PAY GRADE STRUCTURE, AS PRESENTED, TO BE IMPLEMENTED DURING THE 2024-2025 FISCAL YEAR, PROVIDED IT IS FEASIBLE ACCORDING TO BUDGET CAPACITY AND CONTINGENT UPON THE APPROVAL OF THE 2024-2025 FISCAL YEAR BUDGET. ADDITIONALLY, TO AUTHORIZE THE NECESSARY BUDGET TRANSFERS TO ALLOCATE FUNDS TO EACH DEPARTMENT AS REQUIRED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	Yes
CITY/STATE/FEDERAL FUNDS:	City
TOTAL:	$1,200,000 Plus Benefits
BUDGETED AMOUNT:	$850,000
AVAILABLE AMOUNT TO TRANSFER:	$850,000
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	XXX-XXX-50000

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

The proposed amount to align city employees' salaries with the market is $1,200,000 plus benefits. We have included $850,000 in the FY 2024-2025 budget, which is posted in GL account 100-115-51000 under the General Fund City Administration department. The GL account name is Salary Classification. This amount is contingent upon the city council's approval of both the tentative and final budgets for FY 2024-2025. If approved, we plan to implement the new salary structure by December 2024. Additionally, we will conduct an analysis to review the budget capacity to determine if

we can implement it before December 2024. Upon approval, we will need to process a budget transfer to allocate the funds accordingly to each department.

Attachments

Presentation

Salary Survery Report

Appendix

SALARY SURVEY FINDINGS AND RECOMMENDATIONS

for the City of San Luis

Presented June 2024

By Kay Tilzer, Consultant

PUBLIC SECTOR PERSONNEL CONSULTANTS

PROJECT SCOPE

- Survey the City's competitive labor market to determine its level of competitiveness.
- Develop a salary plan that is internally equitable and externally competitive.

PROJECT GOALS

- Develop a competitive salary plan and fiscally responsible salary administration policy.
- “Price” jobs to be both externally competitive and internally equitable.
- Develop a salary administration policy that is readily understood by employees and easy to administer.

SURVEY OBJECTIVES

- Compare the City's compensation to the "Competitive market"
- Modify existing or develop a new compensation plan that is
  - Externally competitive
  - Internally equitable
  - Affordable
  - Sustainable
- Identify the City's desired competitiveness policy
- Develop implementation strategies to move the City's compensation offerings closer to the prevailing rates

PUBLIC SECTOR PERSONNEL CONSULTANTS

SURVEY COMPARATORS

Apache Junction	Maricopa
Buckeye	Oro Valley
Casa Grande	Prescott Valley
Florence	Sierra Vista
Lake Havasu City	Yuma
Marana	

Private sector salary data for the San Luis area was obtained from Economic Research Institute's (ERI) salary assessor.

PUBLIC SECTOR PERSONNEL CONSULTANTS

SALARY SURVEY

- Data gathered from comparators pay plans
- Org charts, budgets, and job descriptions used to identify similar jobs
- The salary survey will answer the question of “where are we?”
- Implementation answers the question “where do we want to be?”

PUBLIC SECTOR PERSONNEL CONSULTANTS

SALARY SURVEY METHODOLOGY

- Salary plans were collected during 1st quarter of 2024
- Pay plans in effect at the time of collection – no adjustments to data have been made
- Salary range Midpoints were averaged to calculate the prevailing rates for each survey benchmark
    - Midpoint represents the value of a journey-level, competent performer in an occupation

PUBLIC SECTOR PERSONNEL CONSULTANTS

SURVEY RESULTS

- PSPC surveyed:
  - 11 comparators
  - 93 job classes benchmarked
  - 780+ comparable jobs included in survey
- The City is more than 5% below the market for 83% of the benchmarked job classes.

Salary Only Summary	# of Benchmarks	% of Survey
More than 5% Below Market	**77**	**83%**
Comparable – within 5% of Market	**14**	**15%**
More than 5% Ahead of Market	**2**	**2%**

PUBLIC SECTOR PERSONNEL CONSULTANTS

CURRENT SALARY STRUCTURE

Pay Grade Schedule - FY 2023-24 (eff 1/1/24) rec'd 3/6/24

	Hourly Rates			Annual at 2080 hrs / year										
Grade	Min	Designated Mid	Max	Min	Designated Mid	Max	Salary Range Spread	Mdpt. Progress	Min. Wage Increase %	Sep at Min	sep at Designated MP	sep @calc'd MP	Sep at Max	Range Width
103	$14.35	$16.70	$19.04	$29,848.00	$34,736.00	$39,611.00	32.71%		3.61%	--		--	--	32.71%
104	$14.54	$17.45	$20.36	$30,243.20	$36,296.00	$42,348.80	40.03%	4.49%		1.32%	4.49%	4.511%	6.91%	40.03%
105	$15.27	$18.63	$21.99	$31,761.60	$38,750.40	$45,739.20	44.01%	6.76%		5.02%	6.76%	6.762%	8.01%	44.01%
106	$16.34	$19.93	$23.53	$33,987.20	$41,454.40	$48,942.40	44.00%	6.98%		7.01%	6.98%	7.005%	7.00%	44.00%
107	$17.48	$21.33	$25.17	$36,358.40	$44,366.40	$52,353.60	43.99%	7.02%		6.98%	7.02%	6.973%	6.97%	43.99%
108	$18.71	$22.82	$26.94	$38,916.80	$47,465.60	$56,035.20	43.99%	6.99%		7.04%	6.99%	7.034%	7.03%	43.99%
109	$20.02	$24.42	$28.82	$41,641.60	$50,793.60	$59,945.60	43.96%	7.01%		7.00%	7.01%	6.988%	6.98%	43.96%
200	$22.02	$27.52	$33.03	$45,801.60	$57,241.60	$68,702.40	50.00%	12.69%	*calc & insert grade 110?*	9.99%	12.69%	12.715%	14.61%	50.00%
201	$24.22	$30.27	$36.33	$50,377.60	$62,961.60	$75,566.40	50.00%	9.99%		9.99%	9.99%	9.991%	9.99%	50.00%
202	$26.64	$33.30	$39.96	$55,411.20	$69,264.00	$83,116.80	50.00%	10.01%		9.99%	10.01%	9.992%	9.99%	50.00%
203	$29.30	$36.63	$43.96	$60,944.00	$76,190.40	$91,436.80	50.03%	10.00%		9.98%	10.00%	10.000%	10.01%	50.03%
204	$32.23	$40.29	$48.35	$67,038.40	$83,803.20	$100,568.00	50.02%	9.99%		10.00%	9.99%	9.992%	9.99%	50.02%
205	$35.46	$44.32	$53.19	$73,756.80	$92,185.60	$110,635.20	50.00%	10.00%		10.02%	10.00%	10.015%	10.01%	50.00%
206	$39.00	$48.76	$58.51	$81,120.00	$101,420.80	$121,700.80	50.03%	10.02%		9.98%	10.02%	9.994%	10.00%	50.03%
207	$42.90	$53.63	$64.36	$89,232.00	$111,550.40	$133,868.80	50.02%	9.99%		10.00%	9.99%	9.999%	10.00%	50.02%
208	$47.20	$60.51	$73.82	$98,176.00	$125,860.80	$153,545.60	56.40%	12.83%		10.02%	12.83%	12.829%	14.70%	56.40%
209	$51.91	$66.56	$81.20	$107,972.80	$138,444.80	$168,896.00	56.42%	10.00%		9.98%	10.00%	9.990%	10.00%	56.42%
300	$57.11	$73.21	$89.32	$118,788.80	$152,276.80	$185,785.60	56.40%	9.99%	*ACM & CA*	10.02%	9.99%	10.007%	10.00%	56.40%
301	$62.82	$80.53	$98.25	$130,665.60	$167,502.40	$204,360.00	56.40%	9.99%	*not assigned*	10.00%	10.00%	9.998%	10.00%	56.40%
302	$69.10	$88.59	$108.08	$143,728.00	$184,267.20	$224,806.40	56.41%	9.99%	*CM*	10.00%	10.01%	10.002%	10.01%	56.41%

Salary Range Spread

Administrative/Operative	40%	*not consistent - varies from 33% to 44%*
Professional/Management	50%	includes directors
Executives	50-65%	CM, ACM, and City Attorney

Salary Range Midpoint Progression

Administrative/Operative	5-10%	front line staff
Professional/Management	10-15%	includes directors
Executives	15-20%	CM, ACM, and City Attorney

Current structure is inconsistent at all comparison points between ranges (i.e. Min, MP, Max).

CHARACTERISTICS OF CURRENT STRUCTURE

Salary Schedule	No. of Grades	Approx. Grade Width	Approx. % Between Grades	No. of Steps
Administrative/Operative	7	33% to 44%	4% to 7%	N/A
Professional/Management	10	50%	10% to 13%	N/A
Executive	3	50% to 65%	10%	N/A

PROPOSED SALARY STRUCTURE

- 75 ranges encompass the 2024 prevailing rates
- Range separation is 2.5% at the Midpoint
- Widths vary similar to the City's current structure
- Salary range 1 Minimum updated to reflect the new Minimum wage of $15.00 per hour effective January 1, 2025.
- Salary range 1 Midpoint and Maximum were not recalculated to maintain the structures consistency.

Salary Range	Minimum	Midpoint	Maximum		Salary Range	Minimum	Midpoint	Maximum
1	$31,200	$37,310	$41,638		39	$76,282	$95,353	$114,423
2	$31,741	$37,210	$42,679		40	$78,189	$97,736	$117,284
3	$32,535	$38,140	$43,746		41	$80,144	$100,180	$120,216
4	$33,348	$39,094	$44,840		42	$82,147	$102,684	$123,221
5	$34,182	$40,071	$45,961		43	$84,201	$105,251	$126,302
6	$35,037	$41,073	$47,110		44	$86,306	$107,883	$129,459
7	$35,913	$42,100	$48,287		45	$88,464	$110,580	$132,696
8	$36,810	$43,152	$49,494		46	$90,675	$113,344	$136,013
9	$37,731	$44,231	$50,732		47	$92,942	$116,178	$139,413
10	$38,674	$45,337	$52,000		48	$95,266	$119,082	$142,899
11	$39,641	$46,470	$53,300		49	$97,647	$122,059	$146,471
12	$40,632	$47,632	$54,633		50	$100,089	$125,111	$150,133
13	$41,648	$48,823	$55,998		51	$102,591	$128,239	$153,886
14	$42,689	$50,044	$57,398		52	$105,156	$131,444	$157,733
15	$43,756	$51,295	$58,833		53	$107,784	$134,731	$161,677
16	$44,850	$52,577	$60,304		54	$110,479	$138,099	$165,719
17	$44,310	$55,387	$66,464		55	$113,241	$141,551	$169,862
18	$45,417	$56,772	$68,126		56	$116,072	$145,090	$174,108
19	$46,553	$58,191	$69,829		57	$118,974	$148,717	$178,461
20	$47,717	$59,646	$71,575		58	$117,253	$152,435	$187,617
21	$48,909	$61,137	$73,364		59	$120,185	$156,246	$192,308
22	$50,132	$62,665	$75,198		60	$123,189	$160,152	$197,116
23	$51,385	$64,232	$77,078		61	$126,269	$164,156	$202,043
24	$52,670	$65,838	$79,005		62	$129,426	$168,260	$207,094
25	$53,987	$67,484	$80,980		63	$132,661	$172,467	$212,272
26	$55,337	$69,171	$83,005		64	$135,978	$176,778	$217,579
27	$56,720	$70,900	$85,080		65	$139,377	$181,198	$223,018
28	$58,138	$72,672	$87,207		66	$142,862	$185,728	$228,594
29	$59,591	$74,489	$89,387		67	$146,433	$190,371	$234,308
30	$61,081	$76,351	$91,622		68	$150,094	$195,130	$240,166
31	$62,608	$78,260	$93,912		69	$153,846	$200,008	$246,170
32	$64,173	$80,217	$96,260		70	$157,693	$205,009	$252,325
33	$65,778	$82,222	$98,667		71	$161,635	$210,134	$258,633
34	$67,422	$84,278	$101,133		72	$165,676	$215,387	$265,098
35	$69,108	$86,385	$103,662		73	$169,818	$220,772	$271,726
36	$70,835	$88,544	$106,253		74	$174,063	$226,291	$278,519
37	$72,606	$90,758	$108,909		75	$178,415	$231,948	$285,482
38	$74,421	$93,027	$111,632					

Separation @ MP
2.50%

Range Spread		
	40.00%	Ranges 1 thru 16
	50.00%	16 thru 57
	60.00%	58 thru 75

Note: The Minimum for salary range 1 has been increased to reflect the $15.00 per hour Minimum wage effective 1/1/25. The Midpoint and Maximums for salary range 1 were not recalculated to preserve the structural separation of 2.5% between the Midpoints and Maximums of salary ranges 1 and 2.

SALARY RANGE ASSIGNMENTS

Assignment of a Job to a Salary Range – Each benchmark job was assigned to the salary range Midpoint is closest to the Market.

Assignment of Non-benchmark Jobs – Each non-benchmark job will be assigned a salary range based on its relationship to other benchmark jobs in its job family.

Relative worth as determined by current internal relationships.

City Human Resources has reviewed to verify the internal relationships still appropriate.

ASSIGNING RANGE PLACEMENTS TO BENCHMARK JOBS

Sample Job: Widget Analyst I

- Market = $45,272

  (average of the Market Midpoints)

- Closest Midpoint in structure = Range 9

Salary Range	Minimum	Midpoint	Maximum
1	$31,200	$37,310	$41,638
2	$31,741	$38,243	$42,679
3	$32,535	$39,199	$43,746
4	$33,348	$40,179	$44,840
5	$34,182	$41,183	$45,961
6	$35,037	$42,213	$47,110
7	$35,913	$43,268	$48,287
8	$36,810	$44,350	$49,494
9	$37,731	$45,459	$50,732
10	$38,674	$46,595	$52,000
11	$39,641	$47,760	$53,300
12	$40,632	$48,954	$54,633
13	$41,648	$50,178	$55,998
14	$42,689	$51,432	$57,398
15	$43,756	$52,718	$58,833
16	$44,850	$54,036	$60,304
17	$44,310	$55,387	$66,464
18	$45,417	$56,772	$68,126

75 Ranges

Market	$45,272
Range 9 MP	$45,459
Diff	
($187) Range 9 closer	

Market	$45,272
Range 8 MP	$44,350
Diff	
$922	

SAMPLE RANGE ASSIGNMENT PROCESS

Current Title	Current		Market Data			Illustrative Grade for FY 2023		
	Grade	Minimum	Survey Minimum	Variance	Nearest Grade	Salary Grade	Minimum	Comment
Public Works Job Family								
Mechanic, Lead	6	$54,510				6	$54,510	
Mechanic II	4	$45,046				5	$49,551	
Mechanic I	3	$40,945	$47,496	-16.00%	4	4	$45,046	
Parks Caretaker III	3	$40,945				3	$40,945	
Parks Caretaker II	2	$37,219				2	$37,219	
Parks Caretaker I	1	$33,835	$34,200	-1.08%	1	1	$33,835	

PCI "at Market" already. No change to series.

Move benchmark job class to the range whose Midpoint is closest to the Market.
Adjust jobs in the series, if needed, to maintain current internal alignment.

- Parks Caretaker is "at Market" so no change to series
- Mechanic I moves up one range to reflect Market, so Mechanic II moves up one grade also
- Lead Mechanic stays adjusting separation to more appropriate 10% between each level.
  - *If current job content supports a 20% pay separation, then Lead Mechanic would also move up one range.*

COST TO IMPLEMENT PROPOSED 2.5% STRUCTURE AT WITH A 100% SALARY COMPETITIVENESS POLICY

100% Prevailing Rates Competitiveness Policy means jobs assigned to a job class closest to the Market.

$1.5m (9.1%) of current base payroll

Cost for payroll related benefits NOT included in this estimate

Only 5 employees above Midpoint.

Note: 321 below Midpoint includes the 257 below Minimum

Number of Employees	326
Total Payroll	$16,214,215
Number of Employees Below Minimum	257
As % of total employees	78.83%
Total $ below Minimum	$1,504,542
As % of total payroll	9.28%
Average amount below Minimum	$5,854
Number of Employees Below Midpoint	321
As % of total employees	98.47%
$ to Bring to Midpoint	$5,365,747
As % of total payroll	33.09%
Number of Employees Above Maximum	0
As % of total employees	0.00%
Total $ over Maximum	$0
As % of total payroll	0.00%
Average amount over Maximum	$0

COST TO ADOPT LESS THAN 100% COMPETITIVENESS POLICY

Salary Competitiveness Policy	No of EE's Below Minimum	Cost to Increase to Minimum	As % of current base payroll
100% of Prevailing Rates	257	$1.5 m	9.3%
97.5% of Prevailing Rates	235	$1.2 m	7.4%
95% of Prevailing Rates	206	$940 k	5.8%
92.5% of Prevailing Rates	181	$713 k	4.4%

There is 2.5% between each salary range.

At 100%, the closest range is assigned.
At 97.5%, one range less than the closest range is assigned
at 95%, two ranges less than the closest range is assigned
at 92.5%, three less than the closest range is assigned.

Multi-year approach:
Each year, every job class is bumped up one range until 100% of Market is achieved.

No current employees with more than 19 years.

Table continues at a rate of 2.5% per year until 100% SRP.

Years in Position (YIP)	No. of Employees	Target SRP
0	108	0.0%
1	62	0.0%
2	30	0.0%
3	13	2.5%
4	16	5.0%
5	23	7.5%
6	13	10.0%
7	14	12.5%
8	7	15.0%
9	6	17.5%
10	7	20.0%
11	6	22.5%
12	1	25.0%
13	2	27.5%
14	3	30.0%
15	0	32.5%
16	0	35.0%
17	3	37.5%
18	5	40.0%
19	4	42.5%

OPTIONAL IN-RANGE ADJUSTMENTS COST

	Salary Competitiveness Policies							
	100%		**97.5%**		**95%**		**92.5%**	
In-Range Adjustment	**Total**	**% of P/R**	**Total**	**% of P/R**	**Total**	**% of P/R**	**Total**	**% of P/R**
Option 1 - Maintain SRP	$1.1m	6.8%	$985k	6.1%	$861k	5.3%	$687k	4.2%
Option 2 - Adjust SRP	$307k	1.9%	$247k	1.5%	$181k	1.1%	$121k	0.8%

- Option 1 - Maintenance of SRP places employees in the new range according to their current salary range progression. This approach does not correct any existing SRP inconsistencies.
- Option 2 - Adjustment of SRP places employees in the range according to the number of years they have been in their current position. This approach will adjust any existing SRP inconsistencies.
- Costs are in addition to the below minimum costs. SRP adjustments are made after the market adjustments are applied.

INITIAL IMPLEMENTATION STEPS

- Adopt the proposed 2.5% Salary Structure
- Adopt a market competitiveness policy: 100%, 97.5%, 95%, or 92.5%
- Adopt the recommended salary ranges for the chosen market competitiveness policy.
- Increase employee salaries so no employee is below the proposed, new Minimum

SALARY PLAN MAINTENANCE

- Periodically refresh the market data using the City's comparators.
- Compute the prevailing rates.
- Confirm the desired salary competitiveness policy.
- Adjust salary ranges based on the prevailing rates.
- Increase all salaries to the new minimum.
- Determine if in-range adjustments are needed to mitigate compression.

QUESTIONS?

PUBLIC SECTOR
PERSONNEL CONSULTANTS

2024 SALARY SURVEY AND

FY 2025 SALARY PLAN

FOR THE

CITY OF SAN LUIS

JUNE 2024

PREPARED BY:

PUBLIC SECTOR PERSONNEL CONSULTANTS

NATIONWIDE: 888-522-7772

2824 NORTH POWER ROAD, #113-486, MESA, ARIZONA 85281

WWW.COMPENSATIONCONSULTING.COM

TABLE OF CONTENTS

Section ***Page***

1. EXECUTIVE SUMMARY 3
   - A. SUMMARY OF FINDINGS 3
   - B. SUMMARY OF RECOMMENDATIONS 3
2. EXTERNAL COMPETITIVENESS COMPARISONS 4
   - A. SOURCES OF DATA 4
   - B. SALARY RANGE MIDPOINT COMPARISON 4
   - C. BENCHMARK OCCUPATIONS 5
   - D. EXTERNAL PREVAILING RATE COMPARISON 5
3. CURRENT AND PROPOSED SALARY STRUCTURES 6
   - A. CURRENT SALARY STRUCTURE 6
   - B. PROPOSED SALARY RANGE TABLE 6
4. RECOMMENDED FY 2025 SALARY PLAN 7
   - A. RECOMMENDED FLEXIBLE SALARY COMPETITIVENESS POLICY 7
   - B. ASSIGNMENT OF JOB CLASSES TO SALARY RANGES 7
   - C. ESTIMATED FISCAL IMPACT OF THE RECOMMENDED SALARY PLAN 8
5. INITIAL IMPLEMENTATION OF FY 2025 SALARY PLAN 9
   - A. SALARIES BELOW MINIMUM 9
   - B. SALARIES ABOVE MAXIMUM 9
   - C. OPTIONAL IN-RANGE ADJUSTMENTS BASED ON TIME IN POSITION 9
6. SALARY ADMINISTRATION 11
   - A. FUNDING INITIAL IMPLEMENTATION AND ANNUAL UPDATES 11
   - B. ANNUAL PLAN UPDATE STEPS 11

APPENDIX

Table 1 - Summary of External Prevailing Rates Comparisons A-2
Current Salary Structure A-4
Proposed Salary Range Table A-5
Salary Rates for Fire Occupations A-6
Table 2 - Recommended Salary Ranges per Classification - Job Family Order A-7
Table 3 - Recommended Salary Ranges per Classification - Salary Range Order A-11
Table 4 - Non-Benchmark to Benchmark Linkage A-14
Table 5 – Estimated Fiscal Impact of FY 2025 Salary Plan – Various Competitiveness Policies A-16

1. EXECUTIVE SUMMARY

PSPC is pleased to present this report describing the 2024 salary survey results and recommended FY 2025 Salary Plan for the City of San Luis.

A. SUMMARY OF FINDINGS

1. The City's salary plan is more than 5% below the prevailing rates for seventy-seven of the ninety-three (83%) surveyed benchmark job classes in comparison to the competitor public employers surveyed (page 5).

2. The extent of variance from the estimated prevailing rates ranges from -35.87% for Water/Wastewater Operator 3 to +13.14% for Lead Custodian (Table 1, Appendix A-2).

3. The City's salary structure utilizes three sets of different salary grades, ranging from grades that provide 33% in-grade salary opportunity to grades providing 65% in-grade salary opportunity (page 6).

4. With a salary competitiveness policy at 100% of the prevailing rates, the current salaries of 257 employees' fall below the Minimum of the proposed salary range for their position for a cost of $1,504,542 (9.28% of base payroll) to bring those salaries up to the Minimum (page 8).

5. Estimated implementation costs for various salary competitiveness policies are included in Table 5 (Appendix A-16) for the City's consideration.

B. SUMMARY OF RECOMMENDATIONS

1. Establish the City's salary competitiveness policy in relation to the estimated prevailing rates (page 7).

2. Adopt the proposed FY 2025 salary range assignments shown in Table 2 (Appendix A-7) and Table 3 (Appendix A-11).

3. Bring the salaries of all employees below the Minimum of the salary range for their position's job class up to the Minimum salary amount on the plan's effective date (page 9).

4. Freeze the salaries of any employees whose salary is above the salary range Maximum of their new salary range (page 9),

5. Annually update the salary plan by reallocating job classes to different salary ranges from the proposed Salary Range Table reflecting the varying prevailing rate movement of each job class in the marketplace (page 11).

6. Utilize the salary range linkage guide for salary range allocation of non-benchmark job classes during annual salary plan update (Table 4, Appendix A-14).

2. EXTERNAL COMPETITIVENESS COMPARISONS

The following paragraphs and tables compare the City's current salary structure to those for similar occupations at public employers with whom the City competes to obtain and retain high quality staff. Survey comparators were selected by the City to reflect those public employers from whom the City has recruited employees, or to whom the City has lost employees.

A. SOURCES OF DATA

We obtained the complete salary plans from the following cities and towns and extracted data for job classes matching the City's salary survey benchmarks.

Apache Junction
Buckeye, City of
Casa Grande
Florence
Lake Havasu City
Marana, Town of
Maricopa
Oro Valley
Prescott Valley
Sierra Vista
Yuma, City of

Private sector prevailing rates were included using salary data reported in Economic Research Institute's (ERI) Salary Assessor database for the San Luis, AZ area.

Salary data was collected during the first quarter of 2024. The data used in this report reflects the salary plans in use at the time of data collection and has not been adjusted for local wage differentials, area cost of living, or salary plan effective dates.

B. SALARY RANGE MIDPOINT COMPARISON

We utilized the standard "structure-to-structure" method to compare the City's salary structures to the prevailing rates. The City's salary structures, and the prevailing rates are represented by their Midpoints, which are the amounts employers pay for sustained competent job performance.

Midpoint is the most objective, occupation-specific, and consistent component of salary structures among employers, as the varying widths of salary ranges are too great to utilize Minimum or Maximum.

Midpoint is not affected by actual salary averages which may reflect longevity, pay-for-performance, and a myriad of subjective salary plan administration characteristics of the comparator employers. When individual salary plans were comprised of steps, the beginning and ending steps were added and the sum divided by two (2) to calculate a true midpoint.

C. *BENCHMARK OCCUPATIONS*

Benchmark jobs are of the type for which most the survey employers compete amongst themselves, from which valid inferences can be drawn about larger groups of jobs, include jobs representing differing levels of complexity within the same occupational hierarchy, and whose job content does not vary greatly among employers.

This survey includes prevailing rate information for ninety-three (93) of the City's 155 occupational job classes,

D. *EXTERNAL PREVAILING RATE COMPARISON*

The City is not a competitive employer (more than 5% below the prevailing rates) for 83% of the benchmark job classes.

The table below summarizes the comparison of the City's current salary structure midpoints for all benchmark job classes, to the prevailing rates of all the comparator employers from all the salary survey sources. A detailed listing of benchmarks is included in Table 1, Appendix A-2.

NOTE: Relationship of +/- 5% to the prevailing rates is considered comparable to the prevailing rates.

Relationship to Prevailing Rates	Benchmark Job Classes	% of Sample	Range of Variance
More than 5% BELOW	77	83%	-35.87% / -5.20%
Comparable – within 5%	14	15%	- 3.58% / +2.89%
More than 5% AHEAD	2	2%	+7.55% /+13.14%
TOTAL:	93	100%	

3. CURRENT AND PROPOSED SALARY STRUCTURES

The City currently utilizes multiple salary structures for its occupational job classes. The characteristics of each structure are described in the table below:

A. CURRENT SALARY STRUCTURE

Salary Schedule	No. of Grades	Approx. Grade Width	Approx. % Between Grades	# of Steps	Avg. % Between Steps
Administrative/Operative	7	33% - 44%	4% - 7%	N/A	N/A
Professional/Management	10	50%	10% - 13%	N/A	N/A
Executive	3	50% to 65%	10%	N/A	N/A

The City currently uses three salary schedules for its job classes.

The Administrative/Operative salary schedule includes seven salary grades that vary from 33% to 44% wide from minimum to maximum. Separation between midpoints for each grade varies from 4% separation to 7% separation between sequential grades.

The Professional/Management salary schedule includes ten salary grades that are approximately 50% wide from minimum to maximum with separation between sequential grades varying from 10% to 13% between sequential grades.

The Executive salary schedule includes three salary grades. This schedule currently includes only the City Manager, Assistant City Manager, and City Attorney. Grade widths vary from 50% to 65% wide from Minimum to maximum, with approximately 10% separation between sequential grades.

B. PROPOSED SALARY RANGE TABLE

We recommend the City adopt the proposed salary range table (Appendix A-4). This structure has been prepared to include the tapered range widths of the City's current structures.

Like the City's current salary structures, range widths, measured from the salary range minimum to the salary range maximum for each range, vary for the three levels of job classes used by the City. Administrative/Operative job classes are the narrowest with 40% range width. Professional/Management job classes remain 50% wide, and the Executive salary ranges are the widest with 60% salary range width.

All ranges are separated by a uniform two and one-half percent (2.5%) permitting job classes to be precisely linked to the external prevailing rates, the City's salary competitiveness policy, and internal job relationships, through their Midpoints.

Note: The minimum for salary range one (SR1) was adjusted to reflect the January 1, 2025, the minimum wage increases to $15.00 per hour. To maintain the uniformity of the 2.5% midpoint progression, the salary range Midpoint and Maximum were not recalculated, resulting in a narrower range width for SR1.

4. RECOMMENDED FY 2025 SALARY PLAN

The following paragraphs describe the recommended FY 2025 salary plan for the City and its estimated fiscal impact.

A. RECOMMENDED FLEXIBLE SALARY COMPETITIVENESS POLICY

Salary *policy* is the City's expression of *where* it will place its salary levels in relation to the prevailing rates, expressed as a *percentage* of the external prevailing rates. Due to the high cost of initial implementation of the FY 2025 salary plan with 100% salary competitiveness, it may be necessary to implement the FY 2025 plan at a lower salary competitiveness policy and increase the salary competitiveness in subsequent budget years year until the desired level of salary competitiveness is attained.

Permanent Prevailing Rate Salary Policy

We recommend that the City consider adopting a prevailing rates competitiveness policy and place its salary competitiveness policy at 100% of the external prevailing rates. *"At the prevailing rates"* is defined as +/- 5% of the survey jobs' averages matching the City's benchmark job classes. An illustrative prevailing rate resolution wording is:

> *It is the policy of the City of San Luis to place its salary range assignments at 100% of the prevailing rates paid for similar occupations by the employers with whom we compete for high quality staff, if financially able, based on the non-weighted average rates of the designated comparator employers.*

This flexible policy will permit the City to consider significant factors relating to internal occupational group relationships, supply, and demand in the marketplace for specific occupations, and financial constraints.

B. ASSIGNMENT OF JOB CLASSES TO SALARY RANGES

Tables 2 shown in job family order (Appendix A-6) and Table 3, shown in salary range order (Appendix A-10) are the recommended FY 2025 salary ranges for each of the City's job classes.

Benchmark job classes (indicated by an asterisk) were placed as close to the prevailing rates for comparable job classes as was practical, by matching the City's salary range Midpoints to the survey benchmark rates.

Ranges in Tables 2 and 3 illustrate a 92.5% salary competitiveness policy.

We utilized our professional judgment to prevent illogical relationships that could result from survey data directly linked into salary ranges, as there is no automatic logical job content relationship among survey data collected from various employers. Non-benchmark job classes were linked to benchmark job classes by professional judgment, as detailed in Table 4 Appendix A-13.

C. ESTIMATED FISCAL IMPACT OF THE RECOMMENDED SALARY PLAN

Table 5, Appendix A-15, summarizes the estimated fiscal impact for various salary competitiveness policies.

Should the City decide to position itself at 100% of the market prevailing rates (100% salary competitiveness policy), it will cost an estimated $1,504,542 (9.28% of base payroll) to increase the salaries of the 257 employees whose salaries will fall below the Minimum of the proposed salary range.

5. INITIAL IMPLEMENTATION OF FY 2025 SALARY PLAN

The initial implementation of the City's updated salary plan for FY 2025 will be controlled by the City's financial resources, and therefore balanced between the City's desire to pay all employees at the prevailing rates for their occupations and available funds.

A. SALARIES BELOW MINIMUM

We recommend that the salaries of all employees whose current amount is less than the Minimum of the salary range for their position's job class be increased to the range Minimum amount on the effective date of the updated salary plan.

B. SALARIES ABOVE MAXIMUM

We recommend that the salaries of all employees whose current salary amount is more than the Maximum of the salary range for their position's job class, be frozen until such time as the market moves above that amount and the job class has been re-assigned to a new salary range to include their current rate.

C. OPTIONAL IN-RANGE ADJUSTMENTS BASED ON TIME IN POSITION

The process of implementing a market study does not, nor is it intended to, provide all employees with a salary increase. Only those employees whose salaries are below the minimum of the new salary range will receive an increase, potentially resulting in the salaries of more tenured employees being too close to the salaries of less tenured employees.

The City may wish to consider including an in-range adjustment to separate the salaries of employees with longer tenure from those with lesser tenure.

The salary range progression (SRP) method measures an employee's salary as a percentage of the available salary increase amount. This method is not affected by varying range widths. A salary range progression (SRP) of 0% represents a salary at the minimum of the range, an SRP of 50% represents a salary at Midpoint, and an SRP of 100% represents a salary at the maximum of the range. The formula is shown below:

$$\frac{\text{(Current Salary – Salary Range Minimum)}}{\text{(Salary Range Maximum – Salary Range Minimum)}}$$

Included in this report are two options to adjust employees in-range position and are described in the paragraphs below. The additional cost to implement each option is included in Tables 5a-d in the appendix.

Option 1 – Maintain Current Salary Range Progression

Each employee will be placed in the new salary range according to their current SRP. This option will maintain each employees' current progression in the new salary range but will not correct any salary progression inequities.

Option 2 – Adjust SRP Based on Time in Current Position

Each employee will be placed in their new salary range according to how long they have been employed in their current job class. A sample table of time in position and target SRP is included in the Appendix of this report.

This option will correct any inconsistencies that may exist in employee salary range progression and may be modified to stay within available City funding levels.

Each employee's new SRP (after Market adjustment) is compared to the targeted SRP for their years in their current position. An employee whose salary falls below the targeted SRP for their years in position will receive a salary increase to reach the target SRP. Employees whose salaries are above the target SRP will not be reduced.

Costs for both options are summarized below.

	Salary Competitiveness Policy							
	100%		97.5%		95%		92.5%	
In-Range Option	**$**	**% of P/R**	**$**	**% of P/R**	**$**	**% of P/R**	**$**	**% of P/R**
Option 1 – Maintain SRP	$1.1m	6.8%	$985 k	6.1%	$861 k	5.3%	$687 k	4.2%
Option 2 – Adjust SRP	$307 k	1.9%	$247 k	1.5%	$181 k	1.1%	$121k	0.8%

6. SALARY ADMINISTRATION

To maintain market competitiveness and the City's ability to recruit and retain talented employees, we recommend the City administer its salary plan following the salary plan maintenance procedures outlined in this section.

A. FUNDING INITIAL IMPLEMENTATION AND ANNUAL UPDATES

We recommend the City's salary plan be established and subsequent updates made on the basis of the external prevailing rates.

All funds for initial implementation and/or annual updates should be combined into one single prevailing rate maintenance (PRM) budget authorized by the City Council. Across-the-board or universal flat amount salary increases significantly impair external competitiveness, internal equity, and merit increase opportunity.

B. ANNUAL PLAN UPDATE STEPS

1. Secure re-affirmation of the City's prevailing rate salary policy.
2. Obtain latest salary plans of comparator employers listed on page 4 of this document.
3. Compute the prevailing rate for each of the benchmark job classes.
4. Reassign the benchmark job classes to the salary ranges whose Midpoints most closely match the prevailing rates.
5. Re-assign the non-benchmark job classes by adjusting them by the same number of salary ranges as their linked benchmark job class (Table 4 Appendix A-13).
6. Utilize professional judgment in job class re-assignment to prevent internal inequities and relationships not supported by relative job complexity.
7. Identify employees whose current salary is less than their job's new Minimum.
8. Compute the total amount of dollars, and percentage of current payroll, required to bring all employees to the Minimum of their new salary range.
9. Bring all salaries up to Minimum on the updated plan's effective date (7/1/24).

Appendix of Tables
for the
2024 Compensation Study and FY 2025 Salary Plan
Conducted for the
City of San Luis
by PSPC

City of San Luis
2024 Salary Survey
Table 1 - External Prevailing Rates Comparison

Class Code	Functional Title	San Luis Midpoint	07/01/24 Survey Midpoint	Variance	
				$	%
1147	Water/Wastewater Plant Operator 3	$50,794	$69,012	-$18,218	**-35.87%**
1023	Building Permit Technician	$38,750	$51,103	-$12,353	**-31.88%**
1136	Senior Services Assistant	$34,726	$45,760	-$11,034	**-31.78%**
1142	Manager, Water/Wastewater	$83,803	$110,145	-$26,342	**-31.43%**
1093	Court Clerk I	$36,296	$47,544	-$11,248	**-30.99%**
1022	Building Official	$83,803	$109,369	-$25,566	**-30.51%**
1069	Supervisor, Fleet Services	$69,264	$90,366	-$21,102	**-30.47%**
1054	Meter Reader	$34,726	$45,272	-$10,546	**-30.37%**
1020	Building Inspector I	$50,794	$66,217	-$15,424	**-30.37%**
1109	Police Communications Officer	$44,356	$57,695	-$13,339	**-30.07%**
1082	IT Help Desk Technician	$41,465	$53,393	-$11,928	**-28.77%**
1089	Video Prod. and Operation Spec.	$50,794	$65,335	-$14,542	**-28.63%**
1146	Water/Wastewater Plant Operator 2	$47,476	$60,513	-$13,037	**-27.46%**
FYI01	Maintenance Technician (Streets)	$36,296	$45,689	-$9,393	**-25.88%**
1126	Manager, Public Works	$83,803	$105,218	-$21,415	**-25.55%**
1066	Maintenance Worker/Parts Runner	$36,296	$45,126	-$8,830	**-24.33%**
1014	City Clerk	$111,550	$138,591	-$27,041	**-24.24%**
1105	Animal Control Officer	$44,356	$54,395	-$10,039	**-22.63%**
1101	Recreation Coordinator	$50,794	$62,243	-$11,450	**-22.54%**
1031	Principal Planner	$76,190	$93,327	-$17,137	**-22.49%**
1145	Water/Wastewater Plant Operator 1	$44,356	$54,225	-$9,869	**-22.25%**
1037	Building Maintenance Technician	$36,296	$44,042	-$7,746	**-21.34%**
1026	Director of Development Services	$125,861	$152,633	-$26,773	**-21.27%**
1061	Fire Engineer	$62,968	$76,122	-$13,153	**-20.89%**
1078	Manager, Human Resources	$83,803	$101,003	-$17,199	**-20.52%**
1106	Chief of Police	$138,434	$166,411	-$27,977	**-20.21%**
1084	IT Technician	$50,794	$60,980	-$10,186	**-20.05%**
1058	Fire Battalion Chief	$92,192	$110,605	-$18,413	**-19.97%**
1081	Graphics & Media Specialist	$57,252	$68,631	-$11,379	**-19.88%**
1132	Safety Officer	$69,264	$82,757	-$13,493	**-19.48%**
1059	Fire Captain	$76,192	$90,913	-$14,721	**-19.32%**
1047	Director of Finance	$138,434	$164,973	-$26,538	**-19.17%**
1086	Manager, Info Technology	$92,196	$109,510	-$17,314	**-18.78%**
1001	Assistant City Manager	$152,287	$180,695	-$28,408	**-18.65%**
1060	Fire Chief	$138,434	$164,233	-$25,798	**-18.64%**
1011	City Prosecutor	$111,550	$131,834	-$20,284	**-18.18%**
1111	Police Lieutenant	$101,410	$119,483	-$18,073	**-17.82%**
1116	Property & Evidence Technician	$44,356	$52,202	-$7,846	**-17.69%**
1074	Human Resources Analyst	$62,972	$73,637	-$10,665	**-16.94%**
1115	Police Sergeant	$83,803	$97,484	-$13,681	**-16.33%**
1112	Police Officer	$62,972	$72,922	-$9,950	**-15.80%**
1096	Court Security Officer	$44,356	$51,322	-$6,966	**-15.70%**
1107	Police Administrator	$83,803	$96,800	-$12,996	**-15.51%**
1005	Public Information Officer	$69,264	$79,775	-$10,511	**-15.18%**
1070	Equipment Operator (light to med)	$44,356	$51,033	-$6,677	**-15.05%**
1141	Office Assistant	$34,726	$39,776	-$5,051	**-14.54%**
1034	Grant Writer	$62,972	$72,094	-$9,122	**-14.49%**
1038	Custodian	$34,726	$39,676	-$4,950	**-14.25%**
1095	Court Interpreter	$47,476	$53,915	-$6,439	**-13.56%**
1138	Heavy Equipment Operator	$47,476	$53,914	-$6,438	**-13.56%**
1002	City Manager	$184,267	$209,002	-$24,735	**-13.42%**
1073	Director of Human Resources	$125,861	$142,517	-$16,656	**-13.23%**
1042	Supervisor, Facilities	$69,264	$78,422	-$9,158	**-13.22%**
1072	Maintenance Technician (Parks)	$36,296	$41,051	-$4,755	**-13.10%**
1062	Fire Fighter	$57,244	$64,730	-$7,486	**-13.08%**
1052	Customer Service Representative	$36,296	$40,752	-$4,456	**-12.28%**

City of San Luis
2024 Salary Survey
Table 1 - External Prevailing Rates Comparison

Class Code	Functional Title	San Luis Midpoint	07/01/24 Survey Midpoint	Variance $	Variance %
1123	Director of Public Works	$138,434	$154,533	-$16,099	**-11.63%**
1003	Executive Assistant	$57,252	$63,717	-$6,465	**-11.29%**
1077	Human Resources Assistant (title change requested 3/6/24)	$44,356	$49,089	-$4,733	**-10.67%**
1080	GIS Analyst	$69,264	$76,522	-$7,258	**-10.48%**
1032	Director, Economic Development	$125,861	$138,888	-$13,027	**-10.35%**
1009	Assistant City Attorney	$125,861	$138,860	-$12,999	**-10.33%**
1124	Electrician	$57,252	$62,828	-$5,576	**-9.74%**
1050	Accountant I	$62,972	$68,980	-$6,008	**-9.54%**
1013	Paralegal	$57,252	$62,534	-$5,282	**-9.23%**
1024	Building Plans Examiner	$62,972	$68,739	-$5,767	**-9.16%**
1133	Cook	$34,726	$37,751	-$3,026	**-8.71%**
1040	Manager, Facilities	$92,196	$99,955	-$7,759	**-8.42%**
1056	Manager, Finance	$101,410	$109,735	-$8,325	**-8.21%**
1114	Police Records Specialist	$44,356	$47,908	-$3,552	**-8.01%**
1010	City Attorney	$152,287	$164,025	-$11,737	**-7.71%**
1139	Administrative Assistant	$44,356	$47,572	-$3,216	**-7.25%**
1088	Systems Administrator	$83,803	$89,732	-$5,929	**-7.07%**
1100	Recreation Assistant	$34,726	$36,954	-$2,229	**-6.42%**
1067	Mechanic	$47,476	$49,946	-$2,470	**-5.20%**
1087	Network & II Security Admin	$83,803	$86,801	-$2,998	-3.58%
1068	Mechanic Assistant	$38,750	$40,061	-$1,310	-3.38%
1025	Code Enforcement Officer	$57,252	$59,007	-$1,755	-3.07%
1076	Human Resources Coordinator	$50,794	$52,153	-$1,359	-2.68%
1130	Lead Mechanic	$57,252	$58,549	-$1,297	-2.27%
1121	Civil Engineer	$101,410	$103,343	-$1,933	-1.91%
1030	Planning Technician	$57,252	$57,642	-$390	-0.68%
1008	Life Guard	$34,726	$34,938	-$212	-0.61%
1041	Project Coordinator	$50,794	$51,067	-$274	-0.54%
1044	Accounting Specialist	$47,476	$47,601	-$125	-0.26%
1097	Magistrate	$138,434	$138,409	$25	0.02%
1012	Legal Secretary	$50,794	$50,699	$95	0.19%
1125	Engineering Technician	$57,252	$56,227	$1,025	1.79%
1134	Driver	$44,356	$43,072	$1,284	2.89%
1015	Deputy City Clerk	$83,803	$77,479	$6,324	**7.55%**
1039	Lead Custodian	$47,476	$41,240	$6,236	**13.14%**
New02	Engineering Technician, Senior	New	$61,455	--	--
New01	Heavy Equipment Operator, Senior	New	$58,826	--	--
New03	Heavy Equipment Operator, Water/Wastewater	New	$47,601	--	--
For Information Only - scope concerns					
1091	Court Administrator	$69,264	$108,333	-$39,069	**-56.41%**
1099	Director of Parks & Rec	$111,550	$150,908	-$39,358	**-35.28%**

City of San Luis
Current Salary Structure

Pay Grade Schedule - FY 2023-24 (eff 1/1/24)

	Hourly Rates			Annual at 2080 hrs / year					
Grade	*Min*	*Designated Mid*	*Max*	*Min*	*Designated Mid*	*Max*	*Salary Range Spread*	*Mdpt. Progress*	*Min. Wage Increase %*
103	$14.35	$16.70	$19.04	$29,848.00	$34,736.00	$39,611.00	32.71%		3.61%
104	$14.54	$17.45	$20.36	$30,243.20	$36,296.00	$42,348.80	40.03%	4.49%	
105	$15.27	$18.63	$21.99	$31,761.60	$38,750.40	$45,739.20	44.01%	6.76%	
106	$16.34	$19.93	$23.53	$33,987.20	$41,454.40	$48,942.40	44.00%	6.98%	
107	$17.48	$21.33	$25.17	$36,358.40	$44,366.40	$52,353.60	43.99%	7.02%	
108	$18.71	$22.82	$26.94	$38,916.80	$47,465.60	$56,035.20	43.99%	6.99%	
109	$20.02	$24.42	$28.82	$41,641.60	$50,793.60	$59,945.60	43.96%	7.01%	
200	$22.02	$27.52	$33.03	$45,801.60	$57,241.60	$68,702.40	50.00%	12.69%	
201	$24.22	$30.27	$36.33	$50,377.60	$62,961.60	$75,566.40	50.00%	9.99%	
202	$26.64	$33.30	$39.96	$55,411.20	$69,264.00	$83,116.80	50.00%	10.01%	
203	$29.30	$36.63	$43.96	$60,944.00	$76,190.40	$91,436.80	50.03%	10.00%	
204	$32.23	$40.29	$48.35	$67,038.40	$83,803.20	$100,568.00	50.02%	9.99%	
205	$35.46	$44.32	$53.19	$73,756.80	$92,185.60	$110,635.20	50.00%	10.00%	
206	$39.00	$48.76	$58.51	$81,120.00	$101,420.80	$121,700.80	50.03%	10.02%	
207	$42.90	$53.63	$64.36	$89,232.00	$111,550.40	$133,868.80	50.02%	9.99%	
208	$47.20	$60.51	$73.82	$98,176.00	$125,860.80	$153,545.60	56.40%	12.83%	
209	$51.91	$66.56	$81.20	$107,972.80	$138,444.80	$168,896.00	56.42%	10.00%	
300	$57.11	$73.21	$89.32	$118,788.80	$152,276.80	$185,785.60	56.40%	9.99%	
301	$62.82	$80.53	$98.25	$130,665.60	$167,502.40	$204,360.00	56.40%	9.99%	
302	$69.10	$88.59	$108.08	$143,728.00	$184,267.20	$224,806.40	56.41%	9.99%	

Salary Range Spread

Administrative/Operative	40%
Professional/Management	50%
Executives	50-65%

City of San Luis
Proposed Salary Range Table

Salary Range	Minimum	Midpoint	Maximum		Salary Range	Minimum	Midpoint	Maximum
1	$31,200	$37,310	$41,638		39	$76,282	$95,353	$114,423
2	$31,741	$37,210	$42,679		40	$78,189	$97,736	$117,284
3	$32,535	$38,140	$43,746		41	$80,144	$100,180	$120,216
4	$33,348	$39,094	$44,840		42	$82,147	$102,684	$123,221
5	$34,182	$40,071	$45,961		43	$84,201	$105,251	$126,302
6	$35,037	$41,073	$47,110		44	$86,306	$107,883	$129,459
7	$35,913	$42,100	$48,287		45	$88,464	$110,580	$132,696
8	$36,810	$43,152	$49,494		46	$90,675	$113,344	$136,013
9	$37,731	$44,231	$50,732		47	$92,942	$116,178	$139,413
10	$38,674	$45,337	$52,000		48	$95,266	$119,082	$142,899
11	$39,641	$46,470	$53,300		49	$97,647	$122,059	$146,471
12	$40,632	$47,632	$54,633		50	$100,089	$125,111	$150,133
13	$41,648	$48,823	$55,998		51	$102,591	$128,239	$153,886
14	$42,689	$50,044	$57,398		52	$105,156	$131,444	$157,733
15	$43,756	$51,295	$58,833		53	$107,784	$134,731	$161,677
16	$44,850	$52,577	$60,304		54	$110,479	$138,099	$165,719
17	$44,310	$55,387	$66,464		55	$113,241	$141,551	$169,862
18	$45,417	$56,772	$68,126		56	$116,072	$145,090	$174,108
19	$46,553	$58,191	$69,829		57	$118,974	$148,717	$178,461
20	$47,717	$59,646	$71,575		58	$117,253	$152,435	$187,617
21	$48,909	$61,137	$73,364		59	$120,185	$156,246	$192,308
22	$50,132	$62,665	$75,198		60	$123,189	$160,152	$197,116
23	$51,385	$64,232	$77,078		61	$126,269	$164,156	$202,043
24	$52,670	$65,838	$79,005		62	$129,426	$168,260	$207,094
25	$53,987	$67,484	$80,980		63	$132,661	$172,467	$212,272
26	$55,337	$69,171	$83,005		64	$135,978	$176,778	$217,579
27	$56,720	$70,900	$85,080		65	$139,377	$181,198	$223,018
28	$58,138	$72,672	$87,207		66	$142,862	$185,728	$228,594
29	$59,591	$74,489	$89,387		67	$146,433	$190,371	$234,308
30	$61,081	$76,351	$91,622		68	$150,094	$195,130	$240,166
31	$62,608	$78,260	$93,912		69	$153,846	$200,008	$246,170
32	$64,173	$80,217	$96,260		70	$157,693	$205,009	$252,325
33	$65,778	$82,222	$98,667		71	$161,635	$210,134	$258,633
34	$67,422	$84,278	$101,133		72	$165,676	$215,387	$265,098
35	$69,108	$86,385	$103,662		73	$169,818	$220,772	$271,726
36	$70,835	$88,544	$106,253		74	$174,063	$226,291	$278,519
37	$72,606	$90,758	$108,909		75	$178,415	$231,948	$285,482
38	$74,421	$93,027	$111,632					

Separation @ MP
2.50%

Range Spread		
	40.00%	Ranges 1 thru 16
	50.00%	16 thru 57
	60.00%	58 thru 75

Note: The Minimum for salary range 1 has been increased to reflect the $15.00 per hour Minimum wage effective 1/1/25. The Midpoint and Maximums for salary range 1 were not recalculated to preserve the structural separation of 2.5% between the Midpoints and Maximums of salary ranges 1 and 2.

City of San Luis
FY 2025 Salary Plan
Salary Rates for Fire Occupations

Fire Occupation Salary Schedules
Proposed FY 2025 Rates for Fire Occupations

				Annual Rates			Hourly Rates		
Class Code	Class Title	Annual Hours	Grade	Min	Mid	Max	Min	Midpoint	Max
1060	Fire Chief	2080	59	$120,184.57	$156,246.19	$192,307.81	$57.78	$75.12	$92.46
1057	Assistant Fire Chief	2080	50	$100,088.61	$125,110.76	$150,132.91	$48.12	$60.15	$72.18
1058	Fire Battalion Chief (40 hrs)	2080	41	$80,143.79	$100,179.73	$120,215.68	$38.53	$48.16	$57.80
1058	Fire Battalion Chief (2756)	2756	F44	$80,143.79	$100,179.73	$120,215.68	$29.08	$36.35	$43.62
1059	Fire Captain (40 hours)	2080	34	$67,422.18	$84,277.73	$101,133.27	$32.41	$40.52	$48.62
	Fire Captain (2756)	2756	F37	$67,422.18	$84,277.73	$101,133.27	$24.46	$30.58	$36.70
1061	Fire Engineer (40 hrs)	2080	26	$55,336.52	$69,170.65	$83,004.79	$26.60	$33.26	$39.91
	Fire Engineer (2756)	2756	F29	$55,336.52	$69,170.65	$83,004.79	$20.08	$25.10	$30.12
1062	Fire Fighter (40 hrs)	2080	20	$47,716.51	$59,645.64	$71,574.77	$22.94	$28.68	$34.41
	Fire Fighter (2756)	2756	F23	$47,716.51	$59,645.64	$71,574.77	$17.31	$21.64	$25.97

Note: All annual salary amounts come from the "Proposed Permanent Salary Schedule". The hourly rates are calculated base on the "normal" hours worked per year.

City of San Luis
FY 2025 Pay Plan
Table 2 - Recommended Salary Ranges per Classification - Job Family Order

survey	Job Family	Classification	Job (Functional) Title	Department	Recommended FY 2025 Salary Plan			
					Range	Min	Calc'd MP	Max
					92.5%			
*	Administration	City Manager	City Manager	Administration	68	$150,094	$195,130	$240,166
*	Administration	Assistant City Manager	Assistant City Manager	Administration	62	$129,426	$168,260	$207,094
*	Administration	Public Information Officer	Public Information Officer	Administration - Communications	29	$59,591	$74,489	$89,387
	Administration	Coordinator V (reclass eff 7/1/24)	Operations Coordinator (eff. 7/1/24 will reclassifed to a manager level)	Administration	27	$56,720	$70,900	$85,080
*	Administration	Executive Assistant	Executive Assistant	Administration	20	$47,717	$59,646	$71,575
	Administration	Intern	Intern	Agency-wide	1	$31,200	$37,310	$41,638
	Clerical and Office Support	Management Analyst	Management Analyst	Administration	28	$58,138	$72,672	$87,207
	Clerical and Office Support	Coordinator III	Operations Coordinator	Fire Department	19	$46,553	$58,191	$69,829
	Clerical and Office Support	Coordinator I	Administrative Coordinator	Various	11	$39,641	$47,760	$53,300
*	Clerical and Office Support	Administrative Assistant	Administrative Assistant	Various	7	$35,913	$43,268	$48,287
*	Clerical and Office Support	Office Assistant	Office Assistant	Various	1	$31,200	$37,310	$41,638
*	City Clerk	City Clerk	City Clerk	City Clerk	51	$102,591	$128,239	$153,886
*	City Clerk	Deputy City Clerk	Deputy City Clerk	City Clerk	31	$62,608	$78,260	$93,912
	City Clerk	Records Management Specialist	Records Management Specialist	City Clerk	15	$43,756	$52,718	$58,833
*	Court	Magistrate	Magistrate	Municipal Court	51	$102,591	$128,239	$153,886
	Court	Court Administrator	Court Administrator	Municipal Court	37	$72,606	$90,758	$108,909
	Court	Chief Court Clerk	Court Chief Clerk	Municipal Court	15	$43,756	$52,718	$58,833
*	Court	Court Interpreter	Court Interpreter	Municipal Court	13	$41,648	$50,178	$55,998
	Court	Bailiff	Bailiff	Municipal Court	11	$39,641	$47,760	$53,300
	Court	Court Clerk II	Court Clerk II	Municipal Court	11	$39,641	$47,760	$53,300
*	Court	Court Security Officer	Court Security Officer	Municipal Court	11	$39,641	$47,760	$53,300
*	Court	Court Clerk I	Court Clerk I	Municipal Court	8	$36,810	$44,350	$49,494
*	Development Svc	Director II	Director of Development Services	Development Services	55	$113,241	$141,551	$169,862
	Development Svc	Assistant Director II	Assistant Director - Development Svcs	Development Services	47	$92,942	$116,178	$139,413
*	Development Svc	Building Official	Building Official	Development Services	42	$82,147	$102,684	$123,221
*	Development Svc	Principal Planner	Principal Planner	Development Services	35	$69,108	$86,385	$103,662
	Development Svc	Associate Planner	Associate Planner	Development Services	31	$62,608	$78,260	$93,912
	Development Svc	Assistant Planner	Assistant Planner	Development Services	27	$56,720	$70,900	$85,080
*	Development Svc	Building Plans Examiner	Building Plans Examiner	Development Services	23	$51,385	$64,232	$77,078
	Development Svc	Coordinator IV	Planning Coordinator	Development Services	23	$51,385	$64,232	$77,078
	Development Svc	Building Inspector II	Building Inspector II	Development Services	21	$48,909	$61,137	$73,364
	Development Svc	Coordinator III	Permit Service Coordinator	Development Services	19	$46,553	$58,191	$69,829
*	Development Svc	Code Enforcement Officer	Code Enforcement Officer	Development Services	16	$44,850	$54,036	$60,304
	Development Svc	GIS Specialist	GIS Specialist	Development Services	16	$44,850	$54,036	$60,304
*	Development Svc	Planning Technician	Planning Technician	Development Services	16	$44,850	$54,036	$60,304
*	Development Svc	Building Inspector I	Building Inspector I	Development Services	16	$44,850	$54,036	$60,304
*	Development Svc	Building Permit Technician	Building Permit Technician	Development Services	10	$38,674	$46,595	$52,000

City of San Luis
FY 2025 Pay Plan
Table 2 - Recommended Salary Ranges per Classification - Job Family Order

survey	Job Family	Classification	Job (Functional) Title	Department	Recommended FY 2025 Salary Plan			
					Range	Min	Calc'd MP	Max
*	Economic Dev	Director I	Director, Economic Development	Economic Development	51	$102,591	$128,239	$153,886
	Economic Dev	Economic Development Assistant	Economic Development Assistant	Economic Development	23	$51,385	$64,232	$77,078
	Engineering	City Engineer	City Engineer	Engineering Division	52	$105,156	$131,444	$157,733
*	Engineering	Civil Engineer	Civil Engineer	Engineering Division	39	$76,282	$95,353	$114,423
	Engineering	Engineer in Training (EIT)	Engineer in Training (EIT)	Engineering Division	36	$70,835	$88,544	$106,253
	Engineering	Engineering Technician, Senior	Engineering Technician, Senior	Engineering Division	19	$46,553	$58,191	$69,829
*	Engineering	Engineering Technician	Engineering Technician	Engineering Division	15	$43,756	$52,718	$58,833
*	Facilities	Manager III	Manager, Facilities	Facilities	38	$74,421	$93,027	$111,632
*	Facilities	Supervisor II	Supervisor, Facilities	Facilities	23	$51,385	$64,232	$77,078
*	Facilities	Coordinator II	Project Coordinator	Facilities	15	$43,756	$52,718	$58,833
*	Facilities	Lead Custodian	Lead Custodian	Facilities	8	$36,810	$44,350	$49,494
*	Facilities	Building Maintenance Technician	Building Maintenance Technician	Facilities	5	$34,182	$41,183	$45,961
*	Facilities	Custodian	Custodian	Facilities	1	$31,200	$37,310	$41,638
*	Finance	Director III	Director of Finance	Finance	58	$117,253	$152,435	$187,617
	Finance	Assistant Director II	Assistant Director - Finance	Finance	47	$92,942	$116,178	$139,413
*	Finance	Manager IV	Manager, Finance	Finance Department	42	$82,147	$102,684	$123,221
	Finance	Manager II	Manager, Billing & Collections	Finance - Billing & Collections	35	$69,108	$86,385	$103,662
	Finance	Accountant II	Accountant II	Finance	27	$56,720	$70,900	$85,080
*	Finance	Accountant I	Accountant I	Finance	23	$51,385	$64,232	$77,078
*	Finance	Coordinator IV	Grant Coordinator	Economic Development	23	$51,385	$64,232	$77,078
	Finance	Coordinator IV	Purchasing Coordinator	Finance	23	$51,385	$64,232	$77,078
	Finance	Coordinator III	Ambulance Billing Coordinator	Finance - Ambulance	19	$46,553	$58,191	$69,829
*	Finance	Accounting Specialist	Accounting Specialist	Finance	11	$39,641	$47,760	$53,300
*	Finance	Customer Service Representative	Customer Service Representative	Finance - Billing & Collections	1	$31,200	$37,310	$41,638
*	Fire	Fire Chief	Fire Chief	Fire Department	59	$120,185	$156,246	$192,308
	Fire	Assistant Fire Chief	Assistant Fire Chief	Fire Department	50	$100,089	$125,111	$150,133
*	Fire	Fire Battalion Chief	Fire Battalion Chief	Fire Department	41	$80,144	$100,180	$120,216
*	Fire	Fire Captain	Fire Captain	Fire Department	34	$67,422	$84,278	$101,133
	Fire	Fire Inspector	Fire Inspector	Fire Department	30	$61,081	$76,351	$91,622
*	Fire	Fire Engineer	Fire Engineer	Fire Department	26	$55,337	$69,171	$83,005
*	Fire	Fire Fighter	Fire Fighter	Fire Department	20	$47,717	$59,646	$71,575
	Fire	Fire Fighter Recruit	Fire Fighter Recruit	Fire Department	3	$32,535	$39,199	$43,746
*	Human Resources	Director II	Director of Human Resources	Human Resources	55	$113,241	$141,551	$169,862
*	Human Resources	Manager III	Manager, Human Resources	Human Resources	38	$74,421	$93,027	$111,632
	Human Resources	Manager III	Manager, Risk Management	Human Resources	38	$74,421	$93,027	$111,632
	Human Resources	Human Resources Senior Analyst	Human Resources Analyst - Senior	Human Resources	30	$61,081	$76,351	$91,622
	Human Resources	Risk Property Analyst	Risk Property Analyst	Risk Management	30	$61,081	$76,351	$91,622
*	Human Resources	Safety Officer	Safety Officer	Risk Management	30	$61,081	$76,351	$91,622
*	Human Resources	Human Resources Analyst	Human Resources Analyst	Human Resources	26	$55,337	$69,171	$83,005
*	Human Resources	Coordinator II	Human Resources Coordinator	Human Resources	15	$43,756	$52,718	$58,833
*	Human Resources	Human Resources Technician	Human Resources Technician	Human Resources	9	$37,731	$45,459	$50,732

City of San Luis
FY 2025 Pay Plan
Table 2 - Recommended Salary Ranges per Classification - Job Family Order

survey	Job Family	Classification	Job (Functional) Title	Department	Recommended FY 2025 Salary Plan			
					Range	Min	Calc'd MP	Max
*	IT Family	Manager IV	Manager, Info Technology	Info. Technology	42	$82,147	$102,684	$123,221
*	IT Family	Systems Administrator	Network & II Security Admin	Info. Technology	32	$64,173	$80,217	$96,260
*	IT Family	Systems Administrator	Systems Administrator	Info. Technology	32	$64,173	$80,217	$96,260
*	IT Family	Video Prod. and Operation Spec.	Video Prod. and Operation Spec.	Administration - Communications	29	$59,591	$74,489	$89,387
*	IT Family	GIS Analyst	GIS Analyst	Development Services	27	$56,720	$70,900	$85,080
	IT Family	IT Specialist - Public Safety	IT Specialist - Public Safety	Info. Technology	27	$56,720	$70,900	$85,080
	IT Family	IT Technician II	IT Technician - Senior	Info. Technology	23	$51,385	$64,232	$77,078
*	IT Family	Graphics & Media Specialist	Graphics & Media Specialist	Administration - Communications	23	$51,385	$64,232	$77,078
*	IT Family	IT Technician I	IT Technician	Info. Technology	18	$45,417	$56,772	$68,126
*	IT Family	IT Help Desk Technician	IT Help Desk Technician	Info. Technology	12	$40,632	$48,954	$54,633
*	Legal	City Attorney	City Attorney	City Attorney	58	$117,253	$152,435	$187,617
*	Legal	Assistant City Attorney	Assistant City Attorney	City Attorney	51	$102,591	$128,239	$153,886
*	Legal	City Prosecutor	City Prosecutor	City Attorney	49	$97,647	$122,059	$146,471
*	Legal	Paralegal	Paralegal	City Attorney	19	$46,553	$58,191	$69,829
*	Legal	Legal Secretary	Legal Secretary	City Attorney	10	$38,674	$46,595	$52,000
*	PARD	Director I	Director of Parks & Rec	Parks And Recreation	51	$102,591	$128,239	$153,886
	PARD	Assistant Director I	Assistant Director - PARD	Parks And Recreation	35	$69,108	$86,385	$103,662
	Parks - Grounds	Supervisor II	Supervisor, Parks	Parks Grounds	23	$51,385	$64,232	$77,078
	Parks - Grounds	Maintenance Specialist I	Maintenance Specialist (Parks)	Parks Grounds	11	$39,641	$47,760	$53,300
*	Parks - Grounds	Maintenance Technician I	Maintenance Technician (Parks)	Parks Grounds	2	$31,741	$38,243	$42,679
	PARD - Rec	Supervisor II	Supervisor, Recreation	Parks And Recreation	23	$51,385	$64,232	$77,078
*	PARD - Rec	Coordinator II	Recreation Coordinator	Parks And Recreation	15	$43,756	$52,718	$58,833
	PARD - Rec	Recreation Specialist	Recreation Specialist	Parks And Recreation	11	$39,641	$47,760	$53,300
	PARD - Rec	Head Life Guard	Head Life Guard	Aquatic Center	3	$32,535	$39,199	$43,746
*	PARD - Rec	Life Guard	Life Guard	Aquatic Center	1	$31,200	$37,310	$41,638
*	PARD - Rec	Recreation Assistant	Recreation Assistant	Parks And Recreation	1	$31,200	$37,310	$41,638
	PARD - Senior Center	Manager I	Manager, Senior Services	Senior Center	31	$62,608	$78,260	$93,912
	PARD - Senior Center	Coordinator II	Senior Services Coordinator	Senior Center	15	$43,756	$52,718	$58,833
*	PARD - Senior Center	Senior Services Assistant I	Senior Services Assistant	Senior Center	6	$35,037	$42,213	$47,110
*	PARD - Senior Center	Driver	Driver	Senior Center	5	$34,182	$41,183	$45,961
*	PARD - Senior Center	Cook	Cook	Senior Center	1	$31,200	$37,310	$41,638
*	Police Support	Chief of Police	Chief of Police	Police Department	59	$120,185	$156,246	$192,308
*	Police Support	Police Administrator	Police Administrator	Police Department	37	$72,606	$90,758	$108,909
	Police Support	Supervisor III	Supervisor, Police Records	Police Department	27	$56,720	$70,900	$85,080
	Police Support	Supervisor III	Supervisor, Police Communications	Police Department	27	$56,720	$70,900	$85,080
*	Police Support	Police Communications Officer	Police Communications Officer	Police Department	16	$44,850	$54,036	$60,304
	Police Support	Police Officer Recruit	Police Officer Recruit	Police Department	14	$42,689	$51,432	$57,398
*	Police Support	Animal Control Officer	Animal Control Officer	Police Department	13	$41,648	$50,178	$55,998
*	Police Support	Property & Evidence Technician	Property & Evidence Technician	Police Department	12	$40,632	$48,954	$54,633
	Police Support	Transit Enforcement Officer	Transit Enforcement Officer	Police Department	9	$37,731	$45,459	$50,732
*	Police Support	Police Records Specialist	Police Records Specialist	Police Department	8	$36,810	$44,350	$49,494

City of San Luis
FY 2025 Pay Plan
Table 2 - Recommended Salary Ranges per Classification - Job Family Order

survey	Job Family	Classification	Job (Functional) Title	Department	Recommended FY 2025 Salary Plan			
					Range	Min	Calc'd MP	Max
	Police - sworn	Police Commander	Police Commander	Police Department	49	$97,647	$122,059	$146,471
*	Police - sworn	Police Lieutenant	Police Lieutenant	Police Department	45	$88,464	$110,580	$132,696
*	Police - sworn	Police Sergeant	Police Sergeant	Police Department	37	$72,606	$90,758	$108,909
	Police - sworn	Police Corporal	Police Corporal	Police Department	29	$59,591	$74,489	$89,387
*	Police - sworn	Police Officer	Police Officer	Police Department	25	$53,987	$67,484	$80,980
*	Public Works	Director III	Director of Public Works	Public Works	58	$117,253	$152,435	$187,617
	Public Works	Assistant Director II	Assistant Director - PW	Public Works	47	$92,942	$116,178	$139,413
*	Public Works	Manager III	Manager, Public Works	Public Works	38	$74,421	$93,027	$111,632
	Public Works	Project Manager	Project Manager	Public Works	32	$64,173	$80,217	$96,260
*	Public Works	Electrician	Electrician	Public Works	22	$50,132	$62,665	$75,198
	Public Works	Code Compliance Specialist	Code Compliance Specialist	Public Works	16	$44,850	$54,036	$60,304
*	Public Works - Fleet	Supervisor IV	Supervisor, Fleet Services	Fleet Services	31	$62,608	$78,260	$93,912
*	Public Works - Fleet	Lead Mechanic	Lead Mechanic	Fleet Services	16	$44,850	$54,036	$60,304
*	Public Works - Fleet	Mechanic	Mechanic	Fleet Services	10	$38,674	$46,595	$52,000
*	Public Works - Fleet	Mechanic Assistant	Mechanic Assistant	Fleet Services	1	$31,200	$37,310	$41,638
*	Public Works - Fleet	Maintenance Worker	Maintenance Worker/Parts Runner	Fleet Services	1	$31,200	$37,310	$41,638
	Public Works - Streets	Supervisor III	Supervisor, Maintenance	Public Works	27	$56,720	$70,900	$85,080
	Public Works - Streets	Supervisor I	Supervisor, Crew Leader	Public Works And Parks & Rec	19	$46,553	$58,191	$69,829
	Public Works - Streets	Heavy Equipment Operator	Heavy Equipment Operator, Senior	Highway Users	17	$44,310	$55,387	$66,464
*	Public Works - Streets	Heavy Equipment Operator	Heavy Equipment Operator	Solid Waste & Highway Users	13	$41,648	$50,178	$55,998
	Public Works - Streets	Maintenance Specialist II	Maintenance Specialist (Streets)	Highway Users	13	$41,648	$50,178	$55,998
*	Public Works - Streets	Equipment Operator	Equipment Operator	Highway Users	10	$38,674	$46,595	$52,000
*	Public Works - Streets	Maintenance Technician II	Maintenance Technician (Streets)	Highway Users	5	$34,182	$41,183	$45,961
*	Public Works - Utilities	Manager IV	Manager, Water/Wastewater	Water / Wastewater	42	$82,147	$102,684	$123,221
	Public Works - Utilities	Supervisor III	Supervisor, Water/WW	Water / Wastewater	27	$56,720	$70,900	$85,080
*	Public Works - Utilities	Water/WW Operator 3	Water/Wastewater Plant Operator 3	Water / Wastewater	23	$51,385	$64,232	$77,078
*	Public Works - Utilities	Water/WW Operator 2	Water/Wastewater Plant Operator 2	Water / Wastewater	18	$45,417	$56,772	$68,126
*	Public Works - Utilities	Water/WW Operator 1	Water/Wastewater Plant Operator 1	Water / Wastewater	13	$41,648	$50,178	$55,998
	Public Works - Utilities	Water/WW Apprentice	Water/Wastewater Apprentice	Water / Wastewater	10	$38,674	$46,595	$52,000
	Public Works - Utilities	Meter Reader Technician	Meter Reader Technician	Finance - Billing & Collections	8	$36,810	$44,350	$49,494
*	Public Works - Utilities	Meter Reader	Meter Reader	Finance - Billing & Collections	6	$35,037	$42,213	$47,110

City of San Luis
FY 2025 Pay Plan
Table 3 - Recommended Salary Ranges per Classification - Salary Range Order

survey	Classification	Job (Functional) Title	Department	Recommended FY 2025 Salary Plan			
				Range	Min	Calc'd MP	Max
				92.5%			
*	City Manager	City Manager	Administration	68	$150,094	$195,130	$240,166
*	Assistant City Manager	Assistant City Manager	Administration	62	$129,426	$168,260	$207,094
*	Chief of Police	Chief of Police	Police Department	59	$120,185	$156,246	$192,308
*	Fire Chief	Fire Chief	Fire Department	59	$120,185	$156,246	$192,308
*	City Attorney	City Attorney	City Attorney	58	$117,253	$152,435	$187,617
*	Director III	Director of Finance	Finance	58	$117,253	$152,435	$187,617
*	Director III	Director of Public Works	Public Works	58	$117,253	$152,435	$187,617
*	Director II	Director of Development Services	Development Services	55	$113,241	$141,551	$169,862
*	Director II	Director of Human Resources	Human Resources	55	$113,241	$141,551	$169,862
	City Engineer	City Engineer	Engineering Division	52	$105,156	$131,444	$157,733
*	Assistant City Attorney	Assistant City Attorney	City Attorney	51	$102,591	$128,239	$153,886
*	City Clerk	City Clerk	City Clerk	51	$102,591	$128,239	$153,886
*	Director I	Director of Parks & Rec	Parks And Recreation	51	$102,591	$128,239	$153,886
*	Director I	Director, Economic Development	Economic Development	51	$102,591	$128,239	$153,886
*	Magistrate	Magistrate	Municipal Court	51	$102,591	$128,239	$153,886
	Assistant Fire Chief	Assistant Fire Chief	Fire Department	50	$100,089	$125,111	$150,133
*	City Prosecutor	City Prosecutor	City Attorney	49	$97,647	$122,059	$146,471
	Police Commander	Police Commander	Police Department	49	$97,647	$122,059	$146,471
	Assistant Director II	Assistant Director - Development Svcs	Development Services	47	$92,942	$116,178	$139,413
	Assistant Director II	Assistant Director - Finance	Finance	47	$92,942	$116,178	$139,413
	Assistant Director II	Assistant Director - PW	Public Works	47	$92,942	$116,178	$139,413
*	Police Lieutenant	Police Lieutenant	Police Department	45	$88,464	$110,580	$132,696
*	Building Official	Building Official	Development Services	42	$82,147	$102,684	$123,221
*	Manager IV	Manager, Finance	Finance Department	42	$82,147	$102,684	$123,221
*	Manager IV	Manager, Info Technology	Info. Technology	42	$82,147	$102,684	$123,221
*	Manager IV	Manager, Water/Wastewater	Water / Wastewater	42	$82,147	$102,684	$123,221
*	Fire Battalion Chief	Fire Battalion Chief	Fire Department	41	$80,144	$100,180	$120,216
*	Civil Engineer	Civil Engineer	Engineering Division	39	$76,282	$95,353	$114,423
*	Manager III	Manager, Facilities	Facilities	38	$74,421	$93,027	$111,632
*	Manager III	Manager, Human Resources	Human Resources	38	$74,421	$93,027	$111,632
*	Manager III	Manager, Public Works	Public Works	38	$74,421	$93,027	$111,632
	Manager III	Manager, Risk Management	Human Resources	38	$74,421	$93,027	$111,632
	Court Administrator	Court Administrator	Municipal Court	37	$72,606	$90,758	$108,909
*	Police Administrator	Police Administrator	Police Department	37	$72,606	$90,758	$108,909
*	Police Sergeant	Police Sergeant	Police Department	37	$72,606	$90,758	$108,909
	Engineer in Training (EIT)	Engineer in Training (EIT)	Engineering Division	36	$70,835	$88,544	$106,253
	Assistant Director I	Assistant Director - PARD	Parks And Recreation	35	$69,108	$86,385	$103,662
	Manager II	Manager, Billing & Collections	Finance - Billing & Collections	35	$69,108	$86,385	$103,662
*	Principal Planner	Principal Planner	Development Services	35	$69,108	$86,385	$103,662
*	Fire Captain	Fire Captain	Fire Department	34	$67,422	$84,278	$101,133
*	Systems Administrator	Network & II Security Admin	Info. Technology	32	$64,173	$80,217	$96,260
	Project Manager	Project Manager	Public Works	32	$64,173	$80,217	$96,260
*	Systems Administrator	Systems Administrator	Info. Technology	32	$64,173	$80,217	$96,260
	Associate Planner	Associate Planner	Development Services	31	$62,608	$78,260	$93,912
*	Deputy City Clerk	Deputy City Clerk	City Clerk	31	$62,608	$78,260	$93,912
	Manager I	Manager, Senior Services	Senior Center	31	$62,608	$78,260	$93,912
*	Supervisor IV	Supervisor, Fleet Services	Fleet Services	31	$62,608	$78,260	$93,912
	Fire Inspector	Fire Inspector	Fire Department	30	$61,081	$76,351	$91,622
	Human Resources Senior Analyst	Human Resources Analyst - Senior	Human Resources	30	$61,081	$76,351	$91,622
	Risk Property Analyst	Risk Property Analyst	Risk Management	30	$61,081	$76,351	$91,622
*	Safety Officer	Safety Officer	Risk Management	30	$61,081	$76,351	$91,622
	Police Corporal	Police Corporal	Police Department	29	$59,591	$74,489	$89,387
*	Public Information Officer	Public Information Officer	Administration - Communications	29	$59,591	$74,489	$89,387
*	Video Prod. and Operation Spec.	Video Prod. and Operation Spec.	Administration - Communications	29	$59,591	$74,489	$89,387
	Management Analyst	Management Analyst	Administration	28	$58,138	$72,672	$87,207
	Accountant II	Accountant II	Finance	27	$56,720	$70,900	$85,080
	Assistant Planner	Assistant Planner	Development Services	27	$56,720	$70,900	$85,080
*	GIS Analyst	GIS Analyst	Development Services	27	$56,720	$70,900	$85,080
	IT Specialist - Public Safety	IT Specialist - Public Safety	Info. Technology	27	$56,720	$70,900	$85,080
	Coordinator V (reclass eff 7/1/24)	Operations Coordinator (eff. 7/1/24 will reclassifed to a manager level)	Administration	27	$56,720	$70,900	$85,080
	Supervisor III	Supervisor, Maintenance	Public Works	27	$56,720	$70,900	$85,080
	Supervisor III	Supervisor, Police Communications	Police Department	27	$56,720	$70,900	$85,080

City of San Luis
FY 2025 Pay Plan
Table 3 - Recommended Salary Ranges per Classification - Salary Range Order

survey	Classification	Job (Functional) Title	Department	Range	Min	Calc'd MP	Max
	Supervisor III	Supervisor, Police Records	Police Department	27	$56,720	$70,900	$85,080
	Supervisor III	Supervisor, Water/WW	Water / Wastewater	27	$56,720	$70,900	$85,080
*	Fire Engineer	Fire Engineer	Fire Department	26	$55,337	$69,171	$83,005
*	Human Resources Analyst	Human Resources Analyst	Human Resources	26	$55,337	$69,171	$83,005
*	Police Officer	Police Officer	Police Department	25	$53,987	$67,484	$80,980
*	Accountant I	Accountant I	Finance	23	$51,385	$64,232	$77,078
*	Building Plans Examiner	Building Plans Examiner	Development Services	23	$51,385	$64,232	$77,078
	Economic Development Assistant	Economic Development Assistant	Economic Development	23	$51,385	$64,232	$77,078
*	Coordinator IV	Grant Coordinator	Economic Development	23	$51,385	$64,232	$77,078
*	Graphics & Media Specialist	Graphics & Media Specialist	Administration - Communications	23	$51,385	$64,232	$77,078
	IT Technician II	IT Technician - Senior	Info. Technology	23	$51,385	$64,232	$77,078
	Coordinator IV	Planning Coordinator	Development Services	23	$51,385	$64,232	$77,078
	Coordinator IV	Purchasing Coordinator	Finance	23	$51,385	$64,232	$77,078
*	Supervisor II	Supervisor, Facilities	Facilities	23	$51,385	$64,232	$77,078
	Supervisor II	Supervisor, Parks	Parks Grounds	23	$51,385	$64,232	$77,078
	Supervisor II	Supervisor, Recreation	Parks And Recreation	23	$51,385	$64,232	$77,078
*	Water/WW Operator 3	Water/Wastewater Plant Operator 3	Water / Wastewater	23	$51,385	$64,232	$77,078
*	Electrician	Electrician	Public Works	22	$50,132	$62,665	$75,198
	Building Inspector II	Building Inspector II	Development Services	21	$48,909	$61,137	$73,364
*	Executive Assistant	Executive Assistant	Administration	20	$47,717	$59,646	$71,575
*	Fire Fighter	Fire Fighter	Fire Department	20	$47,717	$59,646	$71,575
	Coordinator III	Ambulance Billing Coordinator	Finance - Ambulance	19	$46,553	$58,191	$69,829
	Engineering Technician, Senior	Engineering Technician, Senior	Engineering Division	19	$46,553	$58,191	$69,829
	Coordinator III	Operations Coordinator	Fire Department	19	$46,553	$58,191	$69,829
*	Paralegal	Paralegal	City Attorney	19	$46,553	$58,191	$69,829
	Coordinator III	Permit Service Coordinator	Development Services	19	$46,553	$58,191	$69,829
	Supervisor I	Supervisor, Crew Leader	Public Works And Parks & Rec	19	$46,553	$58,191	$69,829
*	IT Technician I	IT Technician	Info. Technology	18	$45,417	$56,772	$68,126
*	Water/WW Operator 2	Water/Wastewater Plant Operator 2	Water / Wastewater	18	$45,417	$56,772	$68,126
	Heavy Equipment Operator	Heavy Equipment Operator, Senior	Highway Users	17	$44,310	$55,387	$66,464
*	Building Inspector I	Building Inspector I	Development Services	16	$44,850	$54,036	$60,304
	Code Compliance Specialist	Code Compliance Specialist	Public Works	16	$44,850	$54,036	$60,304
*	Code Enforcement Officer	Code Enforcement Officer	Development Services	16	$44,850	$54,036	$60,304
	GIS Specialist	GIS Specialist	Development Services	16	$44,850	$54,036	$60,304
*	Lead Mechanic	Lead Mechanic	Fleet Services	16	$44,850	$54,036	$60,304
*	Planning Technician	Planning Technician	Development Services	16	$44,850	$54,036	$60,304
*	Police Communications Officer	Police Communications Officer	Police Department	16	$44,850	$54,036	$60,304
	Chief Court Clerk	Court Chief Clerk	Municipal Court	15	$43,756	$52,718	$58,833
*	Engineering Technician	Engineering Technician	Engineering Division	15	$43,756	$52,718	$58,833
*	Coordinator II	Human Resources Coordinator	Human Resources	15	$43,756	$52,718	$58,833
*	Coordinator II	Project Coordinator	Facilities	15	$43,756	$52,718	$58,833
	Records Management Specialist	Records Management Specialist	City Clerk	15	$43,756	$52,718	$58,833
*	Coordinator II	Recreation Coordinator	Parks And Recreation	15	$43,756	$52,718	$58,833
	Coordinator II	Senior Services Coordinator	Senior Center	15	$43,756	$52,718	$58,833
	Police Officer Recruit	Police Officer Recruit	Police Department	14	$42,689	$51,432	$57,398
*	Animal Control Officer	Animal Control Officer	Police Department	13	$41,648	$50,178	$55,998
*	Court Interpreter	Court Interpreter	Municipal Court	13	$41,648	$50,178	$55,998
*	Heavy Equipment Operator	Heavy Equipment Operator	Solid Waste & Highway Users	13	$41,648	$50,178	$55,998
	Maintenance Specialist II	Maintenance Specialist (Streets)	Highway Users	13	$41,648	$50,178	$55,998
*	Water/WW Operator 1	Water/Wastewater Plant Operator 1	Water / Wastewater	13	$41,648	$50,178	$55,998
*	IT Help Desk Technician	IT Help Desk Technician	Info. Technology	12	$40,632	$48,954	$54,633
*	Property & Evidence Technician	Property & Evidence Technician	Police Department	12	$40,632	$48,954	$54,633
*	Accounting Specialist	Accounting Specialist	Finance	11	$39,641	$47,760	$53,300
	Coordinator I	Administrative Coordinator	Various	11	$39,641	$47,760	$53,300
	Bailiff	Bailiff	Municipal Court	11	$39,641	$47,760	$53,300
	Court Clerk II	Court Clerk II	Municipal Court	11	$39,641	$47,760	$53,300
*	Court Security Officer	Court Security Officer	Municipal Court	11	$39,641	$47,760	$53,300
	Maintenance Specialist I	Maintenance Specialist (Parks)	Parks Grounds	11	$39,641	$47,760	$53,300
	Recreation Specialist	Recreation Specialist	Parks And Recreation	11	$39,641	$47,760	$53,300
*	Building Permit Technician	Building Permit Technician	Development Services	10	$38,674	$46,595	$52,000
*	Equipment Operator	Equipment Operator	Highway Users	10	$38,674	$46,595	$52,000
*	Legal Secretary	Legal Secretary	City Attorney	10	$38,674	$46,595	$52,000
*	Mechanic	Mechanic	Fleet Services	10	$38,674	$46,595	$52,000
	Water/WW Apprentice	Water/Wastewater Apprentice	Water / Wastewater	10	$38,674	$46,595	$52,000
*	Human Resources Technician	Human Resources Technician	Human Resources	9	$37,731	$45,459	$50,732
	Transit Enforcement Officer	Transit Enforcement Officer	Police Department	9	$37,731	$45,459	$50,732

City of San Luis
FY 2025 Pay Plan
Table 3 - Recommended Salary Ranges per Classification - Salary Range Order

survey	Classification	Job (Functional) Title	Department	Range	Min	Calc'd MP	Max
*	Court Clerk I	Court Clerk I	Municipal Court	8	$36,810	$44,350	$49,494
*	Lead Custodian	Lead Custodian	Facilities	8	$36,810	$44,350	$49,494
	Meter Reader Technician	Meter Reader Technician	Finance - Billing & Collections	8	$36,810	$44,350	$49,494
*	Police Records Specialist	Police Records Specialist	Police Department	8	$36,810	$44,350	$49,494
*	Administrative Assistant	Administrative Assistant	Various	7	$35,913	$43,268	$48,287
*	Meter Reader	Meter Reader	Finance - Billing & Collections	6	$35,037	$42,213	$47,110
*	Senior Services Assistant I	Senior Services Assistant	Senior Center	6	$35,037	$42,213	$47,110
*	Building Maintenance Technician	Building Maintenance Technician	Facilities	5	$34,182	$41,183	$45,961
*	Driver	Driver	Senior Center	5	$34,182	$41,183	$45,961
*	Maintenance Technician II	Maintenance Technician (Streets)	Highway Users	5	$34,182	$41,183	$45,961
	Fire Fighter Recruit	Fire Fighter Recruit	Fire Department	3	$32,535	$39,199	$43,746
	Head Life Guard	Head Life Guard	Aquatic Center	3	$32,535	$39,199	$43,746
*	Maintenance Technician I	Maintenance Technician (Parks)	Parks Grounds	2	$31,741	$38,243	$42,679
*	Cook	Cook	Senior Center	1	$31,200	$37,310	$41,638
*	Custodian	Custodian	Facilities	1	$31,200	$37,310	$41,638
*	Customer Service Representative	Customer Service Representative	Finance - Billing & Collections	1	$31,200	$37,310	$41,638
	Intern	Intern	Agency-wide	1	$31,200	$37,310	$41,638
*	Life Guard	Life Guard	Aquatic Center	1	$31,200	$37,310	$41,638
*	Maintenance Worker	Maintenance Worker/Parts Runner	Fleet Services	1	$31,200	$37,310	$41,638
*	Mechanic Assistant	Mechanic Assistant	Fleet Services	1	$31,200	$37,310	$41,638
*	Office Assistant	Office Assistant	Various	1	$31,200	$37,310	$41,638
*	Recreation Assistant	Recreation Assistant	Parks And Recreation	1	$31,200	$37,310	$41,638

City of San Luis
FY 2025 Salary Plan
Table 4 - Non-Benchmark to Benchmark Linkage Table

This table is to be utilized as a guide during annual salary plan updates, permitting non-benchmark job classes to be adjusted by the same number of salary ranges as the salary survey benchmark job class to which they have been linked.

Non-Benchmark Job Class	Benchmark Job Class
Accountant II	Accountant I
Administrative Coordinator	Administrative Assistant
Ambulance Billing Coordinator	Accounting Specialist
Assistant Director - Development Svcs	Director of Development Services
Assistant Director - Finance	Director of Finance
Assistant Director - PARD	Director of Parks & Rec
Assistant Director - PW	Director of Public Works
Assistant Fire Chief	Fire Battalion Chief
Assistant Planner	Principal Planner
Associate Planner	Principal Planner
Bailiff	Court Clerk I
Building Inspector II	Building Inspector I
City Engineer	Civil Engineer
Code Compliance Specialist	Code Enforcement Officer
Court Administrator	Manager, Finance
Court Chief Clerk	Court Clerk I
Court Clerk II	Court Clerk I
Economic Development Assistant	Building Permit Technician
Engineer in Training (EIT)	Civil Engineer
Engineering Technician, Senior	Engineering Technician
Fire Fighter Recruit	Fire Fighter
Fire Inspector	Fire Fighter
GIS Specialist	GIS Analyst
Head Life Guard	Life Guard
Heavy Equipment Operator, Senior	Heavy Equipment Operator
Human Resources Analyst - Senior	Human Resources Analyst
Intern	Administrative Assistant
IT Specialist - Public Safety	IT Technician
IT Technician - Senior	IT Technician
Maintenance Specialist (Parks)	Maintenance Technician (Parks)
Maintenance Specialist (Streets)	Maintenance Technician (Streets)
Management Analyst	Administrative Assistant
Manager, Billing & Collections	Manager, Finance
Manager, Risk Management	Human Resources Analyst
Manager, Senior Services	Senior Services Assistant
Meter Reader Technician	Meter Reader
Operations Coordinator	Administrative Assistant
Permit Service Coordinator	Building Permit Technician
Planning Coordinator	Building Permit Technician
Police Commander	Police Lieutenant
Police Corporal	Police Officer
Police Officer Recruit	Police Officer

City of San Luis
FY 2025 Salary Plan
Table 4 - Non-Benchmark to Benchmark Linkage Table

This table is to be utilized as a guide during annual salary plan updates, permitting non-benchmark job classes to be adjusted by the same number of salary ranges as the salary survey benchmark job class to which they have been linked.

Non-Benchmark Job Class	Benchmark Job Class
Project Manager	Manager, Finance
Purchasing Coordinator	Accountant I
Records Management Specialist	Deputy City Clerk
Recreation Specialist	Recreation Coordinator
Risk Property Analyst	Human Resources Analyst
Senior Services Assistant/Driver	Senior Services Assistant
Supervisor, Crew Leader	Heavy Equipment Operator
Supervisor, Maintenance	Heavy Equipment Operator
Supervisor, Parks	Maintenance Technician (Parks)
Supervisor, Police Communications	Police Communications Officer
Supervisor, Police Records	Police Records Specialist
Supervisor, Recreation	Recreation Coordinator
Supervisor, Water/WW	Manager, Water/Wastewater
Transit Enforcement Officer	Police Officer

City of San Luis

Table 5 - Estimated Fiscal Impact of FY 2025 Salary Plan

Various Salary Competitiveness Policies

Proposed New 2.5% Salary Structure

	100%	97.5%	95.0%	92.5%
Number of Employees	326	326	326	326
Total Payroll	$16,214,215	$16,214,215	$16,214,215	$16,214,215
Number of Employees Below Minimum	257	235	206	181
As % of total employees	78.83%	72.09%	63.19%	55.52%
Total $ below Minimum	$1,504,542	$1,201,055	$940,271	$713,438
As % of total payroll	9.28%	7.41%	5.80%	4.40%
Average amount below Minimum	$5,854	$5,111	$4,564	$3,942
Number of Employees Below Midpoint	321	317	312	309
As % of total employees	98.47%	97.24%	95.71%	94.79%
$ to Bring to Midpoint	$5,365,747	$4,859,958	$4,374,086	$3,902,863
As % of total payroll	33.09%	29.97%	26.98%	24.07%
Number of Employees Above Maximum	0	0	1	3
As % of total employees	0.00%	0.00%	0.31%	0.92%
Total $ over Maximum	$0	$0	$196	$3,087
As % of total payroll	0.00%	0.00%	0.00%	0.02%
Average amount over Maximum	$0	$0	$196	$1,029

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. I.**

Meeting Date: 06/12/2024

Department Head: Adela Cortez, Director Human Resources, Human Resources Department

Submitted By: Adela Cortez, Director Human Resources, Human Resources Department

Action Requested: Motion
Resolution

ITEM:

Discussion and possible action on any and all matters regarding Resolution No. 2316. A resolution of the Mayor and City Council of the City of San Luis, Arizona, amending the 2023-2024 Classification and Salary Structures to create six (6) new classifications and change/amend four (4) classifications; superseding any conflicting provisions of existing regulations, policies, or procedures; providing for severability. **(Adela Cortez, Director of Human Resources)**

SUMMARY:

Organizational structure is continually assessed to ensure it provides a clear framework for decision-making and resource allocation, enabling the City to operate effectively and achieve its goals. During a re-structure that took place last year, the Facilities Division was placed under the Administration Department. Following additional research, which indicates Facilities Divisions are under the Public Works Departments in other municipalities, we are moving the Facilities Division to Public Works. Attached to this item (Exhibit 1) provides organizational charts for departments that are being moved/re-structured.

Furthermore, review of classifications is conducted periodically to assist departments circumvent the challenge of attracting and retaining qualified talent. Attached to this item (Exhibit 2) provides the full Classification and Pay Structures outlining additions and changes/amendments for Fiscal Year 2024-2025. The attachment includes listings in both alpha order by Classification and numeric order by Pay Grade.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO RATIFY, APPROVE, AND ADOPT RESOLUTION NO. 2316 AS PRESENTED.

Attachments

Resolution No. 2316
OrgChanges
ClassStructure
PayGradeStructure

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Resolution
NO. 2316

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING THE 2023-2024 CLASSIFICATION AND SALARY STRUCTURES TO CREATE SIX (6) NEW CLASSIFICATIONS, AND CHANGE/AMEND FOUR (4) CLASSIFICATIONS; SUPERSEDING ANY CONFLICTING PROVISIONS OF EXISTING REGULATIONS OR POLICIES; AND PROVIDING FOR SEVERABILITY.

WHEREAS, City Council has established the positions of the classification and salary structures of the City of San Luis; and

WHEREAS, during the current fiscal year 2023-2024, the needs of the city have expanded to require additional classifications or expanded responsibilities; and

WHEREAS, City staff conducted a restructure of some departments as a result of evaluation of City's needs due to growth of the City; and

WHEREAS, Human Resources analyzed Job Descriptions, researched the structures for similar cities and developed appropriate classification and pay grades for the positions.

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

Section 1: The following positions' job descriptions and their respective salary ranges, on file in the Human Resources Department, are ***created***:

	Classification	Department	Pay Grade
1.	Accreditation & Compliance Coordinator	Police Department	200
2.	Building Maintenance Lead	PW, Facilities Division	109
3.	Engineer Technician - Senior	PW, Engineering Division	202
4.	Heavy Equipment Operator – Senior	PW, Highway Users Division	109
5.	Human Resources Generalist	Human Resources	201
6.	Supervisor, IT Support	Information Technology	204

The following existing Classifications, Pay Grades, and the respective salary ranges, on file in the Human Resources Department, are ***amended***:

	Current Department	Current Classification	Current Grade	Proposed Classification	Proposed Pay Grade
1.	Administration	Operations Coord.	202	Admin. Services Manager	204
2.	Administration	Video Prod. & Operations Spec.	109	Multimedia Prod. & Operations Spec.	202
3.	Human Resources	Human Resources Technician	107	Human Resources Assistant	N/A
4.	Parks – Senior Center	Senior Services Assistant/Driver	109	Senior Services Coordinator	N/A

Section 2: The Classification and Salary Structures of the City of San Luis are amended to reflect the addition/deletion/changes of the positions and corresponding salary ranges for said positions, as stated in Section 1. Exhibit 2 is incorporated into this resolution as if written in full here. Exhibit 2 outlines the changes in the Organizational Structure in both alphabetical order by Classification and numerical order by Pay Grade.

Section 3: 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 4: If any section, subsection, sentence, clause phrase, or a portion of this resolution is held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of this resolution.

PASSED, RATIFIED, APPROVED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this _____ day of June 2024.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

_____
Kay Marion Macuil, City Attorney

CITY ADMINISTRATION

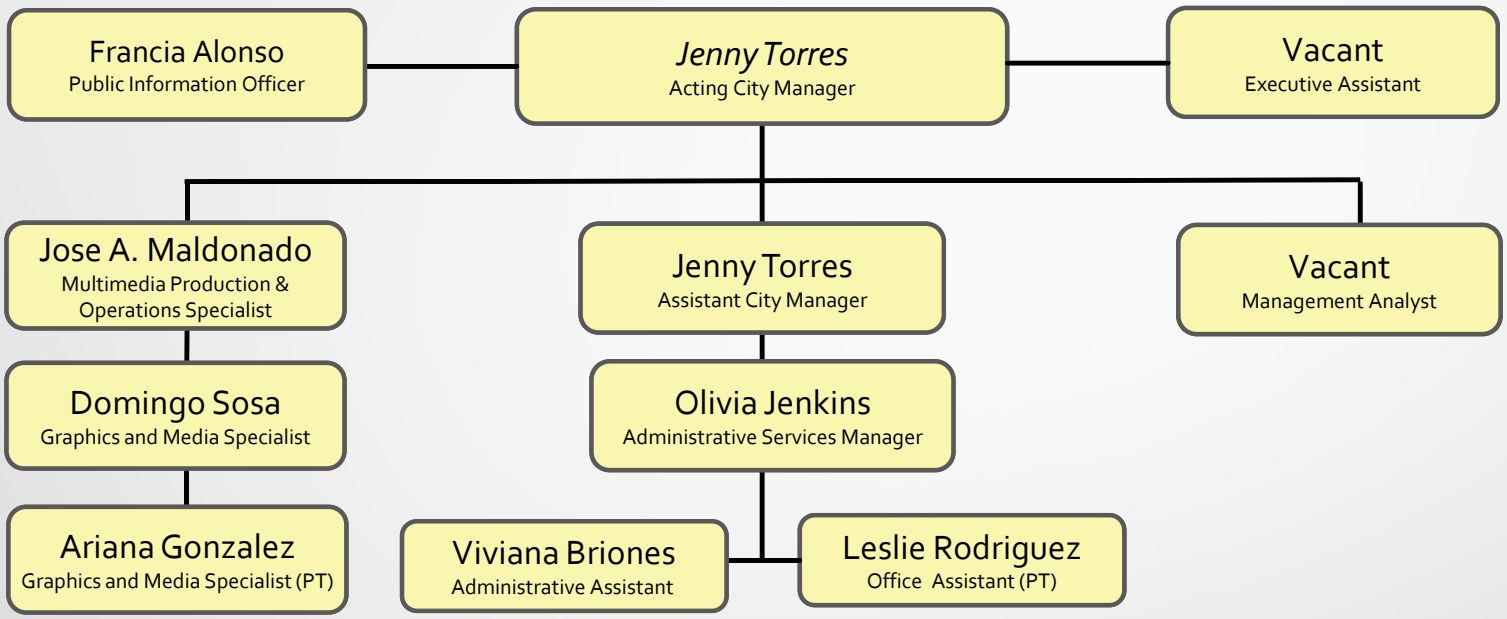


Exhibit 1

INFORMATION TECHNOLOGY

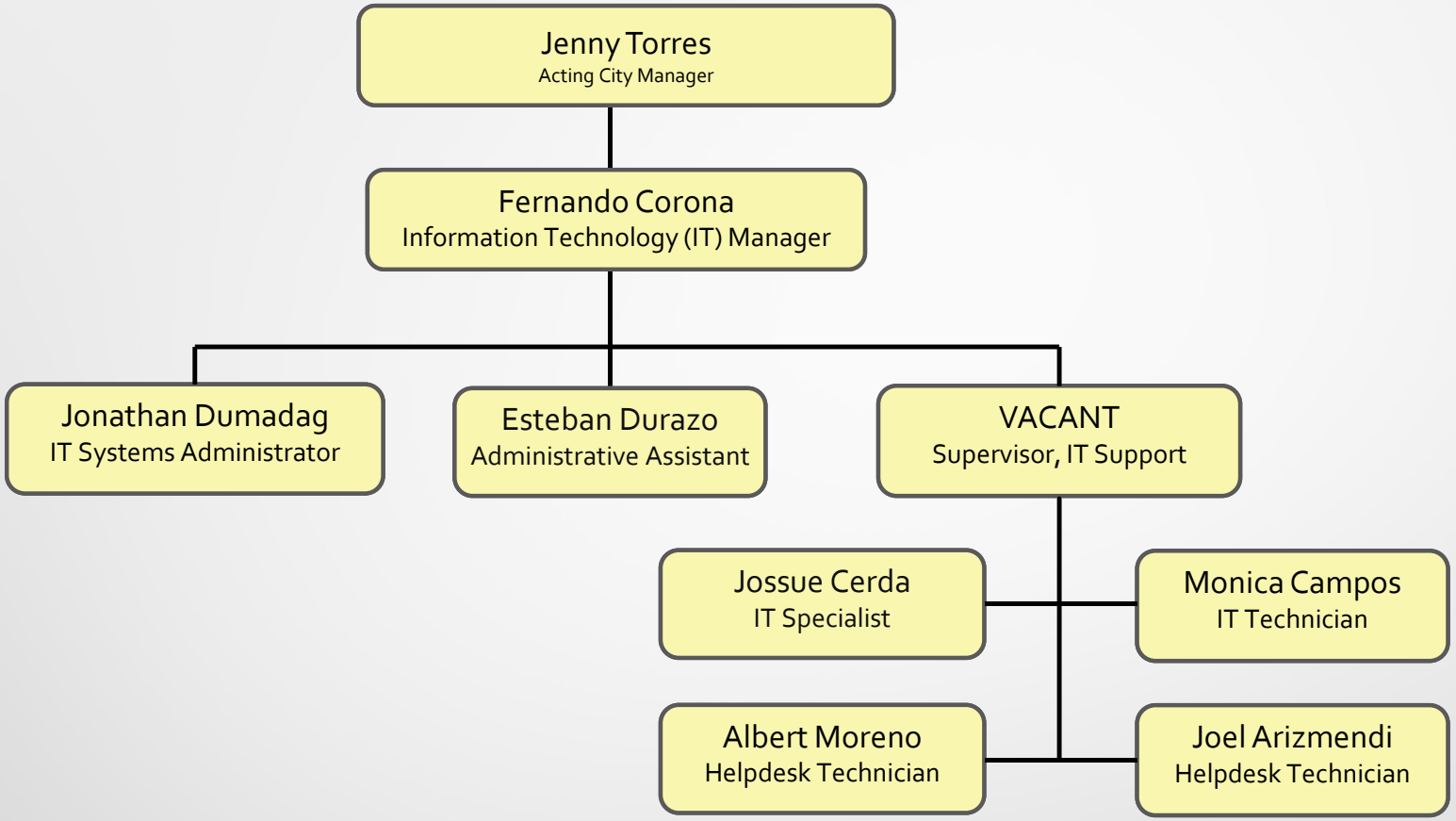


Exhibit 1

PUBLIC WORKS:

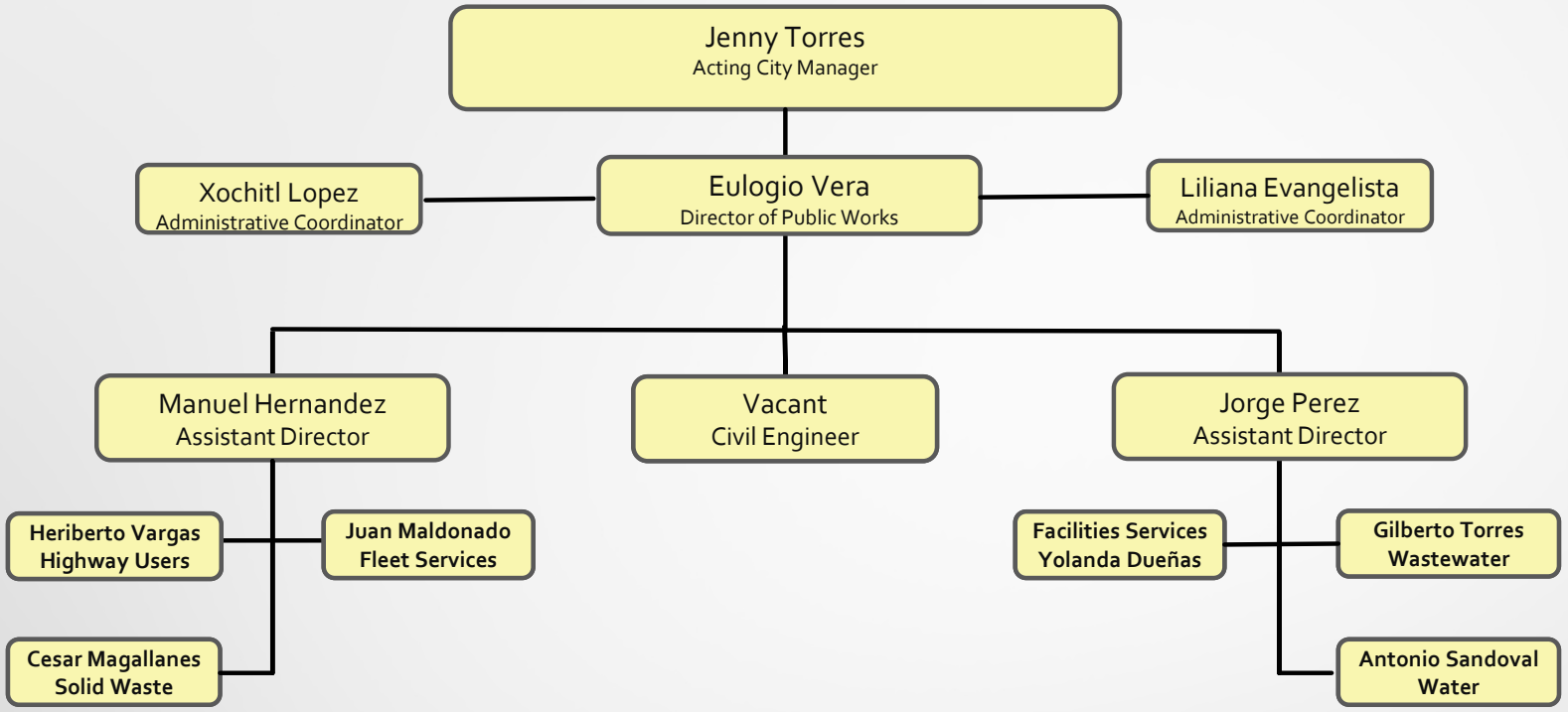


Exhibit 1

Classification Structure - FY: 2024-25

Job (Functional) Title	Proposed Job Title	Department	Proposed Department	Grade	Proposed Grade	Min	Mid	Max	Min	Mid	Max	FLSA
Accountant I		Finance		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	Exempt
Accountant II		Finance		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Accounting Specialist		Finance		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
NEW	**Accreditation & Compliance**	Police Department		**NEW**	**200**	$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Administrative Assistant		Agency-wide		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Administrative Coordinator		Agency-wide		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Ambulance Billing Coordinator		Finance - Ambulance		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Animal Control Officer		Police Department		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Assistant City Attorney		City Attorney		208		$47.20	$60.51	$73.82	$98,176	$125,861	$153,546	Exempt
Assistant City Manager		Administration		300		$57.11	$73.21	$89.32	$118,789	$152,277	$185,786	Exempt
Assistant Director		Development Services		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Assistant Director		Finance		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Assistant Director		P&R - Administration		205		$35.46	$44.32	$53.19	$73,757	$92,186	$110,635	Exempt
Assistant Director		PW - Administration		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Assistant Fire Chief		Fire Department		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	Exempt
Assistant Planner		Development Services - Planning		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	Exempt
Associate Planner		Development Services - Planning		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Bailiff		Municipal Court		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Building Inspector I		Development Services - Bldg		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Building Inspector II		Development Services - Bldg		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
NEW	**Building Maintenance Lead**	**Administration - Facilities**	**PW - Facilities**	**NEW**	**109**	$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Building Maintenance Technician		**Administration - Facilities**	**PW - Facilities**	104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Building Official		Development Services - Bldg		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Building Permit Technician		Development Services - Bldg		105		$15.27	$18.63	$21.99	$31,762	$38,750	$45,739	NE
Building Plans Examiner		Development Services - Bldg		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Chief of Police		Police Department		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
City Attorney		City Attorney		300		$57.11	$73.21	$89.32	$118,789	$152,277	$185,786	Exempt
City Clerk		City Clerk		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	Exempt
City Engineer		PW - Engineering Division		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
City Manager		Administration		302		$69.10	$88.59	$108.08	$143,728	$184,267	$224,806	Exempt
City Prosecutor		City Attorney		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	Exempt
Civil Engineer		PW - Engineering Division		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Code Compliance Specialist		PW - Administration		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Code Enforcement Officer		Development Services - Bldg		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Contracts & Grants Coordinator		Finance		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Cook		P&R - Senior Center		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Court Administrator		Municipal Court		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Court Chief Clerk		Municipal Court		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	Exempt
Court Clerk I		Municipal Court		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Court Clerk II		Municipal Court		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Court Interpreter		Municipal Court		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Court Security Officer		Municipal Court		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Custodian		**Administration - Facilities**	**PW - Facilities**	103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Customer Service Representative		Finance - Billing & Collections		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Deputy City Clerk		City Clerk		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Director of Development Services		Development Services		208		$47.20	$60.51	$73.82	$98,176	$125,861	$153,546	Exempt
Director of Finance		Finance		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
Director of Human Resources		Human Resources		208		$47.20	$60.51	$73.82	$98,176	$125,861	$153,546	Exempt
Director of Parks & Rec		P&R - Administration		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	Exempt
Director of Public Works		PW - Administration		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
Director, Economic Development		Economic Development		208		$47.20	$60.51	$73.82	$98,176	$125,861	$153,546	Exempt
Driver		P&R - Senior Center		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE

Classification Structure - FY: 2024-25

Job (Functional) Title	Proposed Job Title	Department	Proposed Department	Grade	Proposed Grade	Min	Mid	Max	Min	Mid	Max	FLSA
Economic Development Assistant		Economic Development		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Electrician		PW - Water / Wastewater		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Engineer in Training (EIT)		PW - Engineering Division		205		$35.46	$44.32	$53.19	$73,757	$92,186	$110,635	Exempt
Engineering Technician		PW - Engineering Division		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
NEW	**Engineering Technician, Senior**	PW - Engineering Division		**NEW**	**202**	$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Equipment Operator		PW - Highway Users		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Executive Assistant		Administration		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	Exempt
Fire Battalion Chief		Fire Department		205		$26.76	$33.45	$40.14	$73,751	$92,188	$110,626	NE
Fire Captain		Fire Department		203		$22.12	$27.65	$33.17	$60,963	$76,203	$91,417	NE
Fire Chief		Fire Department		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
Fire Engineer		Fire Department		201		$18.28	$22.85	$27.42	$50,380	$62,975	$75,570	NE
Fire Fighter		Fire Department		200		$16.62	$20.77	$24.92	$45,805	$57,242	$68,680	NE
Fire Fighter Recruit		Fire Department		108		$14.35	$17.22	$20.33	$39,549	$47,458	$56,029	NE
Fire Inspector		Fire Department		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
GIS Analyst		Development Services - GIS		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
GIS Specialist		Development Services - GIS		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Grant Coordinator		Economic Development		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	Exempt
Graphics & Media Specialist		Administration - Communications		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Head Life Guard		P&R - Aquatic Center		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Heavy Equipment Operator		PW - Highway Users & Solid Waste		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
NEW	**Heavy Equipment Operator, Senior**	PW - Highway Users & Solid Waste		**NEW**	**109**	$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Human Resources Analyst		Human Resources		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Human Resources Analyst - Senior		Human Resources		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Human Resources Technician	**Human Resources Assistant**	Human Resources		107	**N/A**	$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Human Resources Coordinator		Human Resources		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
NEW	**Human Resources Generalist**	Human Resources		**NEW**	**201**	$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Intern		Agency-wide		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
IT Help Desk Technician		Info. Technology		106		$16.34	$19.93	$23.53	$33,987	$41,454	$48,942	NE
IT Specialist		Info. Technology		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
IT Technician		Info. Technology		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
IT Technician - Senior		Info. Technology		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Lead Custodian		**Administration - Facilities**	**PW - Facilities**	108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Lead Mechanic		PW - Fleet Services		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Legal Secretary		City Attorney		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Life Guard		P&R - Aquatic Center		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Magistrate		Municipal Court		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
Maintenance Specialist		PW - Highway Users & Parks Grounds		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Maintenance Technician		PW - Highway Users & Parks Grounds		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Maintenance Worker/Parts Runner		PW - Fleet Services		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Management Analyst		Administration		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Manager, Billing & Collections		Finance - Billing & Collections		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Manager, Facilities		**Administration - Facilities**	**PW - Facilities**	205		$35.46	$44.32	$53.19	$73,757	$92,186	$110,635	Exempt
Manager, Finance		Finance		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Manager, Human Resources		Human Resources		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Manager, Info Technology		Info. Technology		205		$35.46	$44.32	$53.19	$73,757	$92,186	$110,635	Exempt
Manager, Public Works		PW - Highway Users		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Manager, Risk Management		Human Resources - Risk		203	**204**	$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Manager, Senior Services		P&R - Senior Center		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Manager, Water/Wastewater		PW - Water / Wastewater		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Mechanic		PW - Fleet Services		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Mechanic Assistant		PW - Fleet Services		105		$15.27	$18.63	$21.99	$31,762	$38,750	$45,739	NE
Meter Reader		Finance - Billing & Collections		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE

Classification Structure - FY: 2024-25

Job (Functional) Title	Proposed Job Title	Department	Proposed Department	Grade	Proposed Grade	Min	Mid	Max	Min	Mid	Max	FLSA
Meter Reader Technician		Finance - Billing & Collections		105		$15.27	$18.63	$21.99	$31,762	$38,750	$45,739	NE
Office Assistant		Agency-wide		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Operations Coordinator	**Administrative Services Manager**	Administration		202	**204**	$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Operations Coordinator		Fire Department		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Paralegal		City Attorney		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Permit Service Coordinator		Development Services - Bldg		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Planning Coordinator		Development Services - Planning		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Planning Technician		Development Services - Planning		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	Exempt
Police Administrator		Police Department		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Police Commander		Police Department		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	NE
Police Communications Officer		Police Department		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Police Corporal		Police Department		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Police Lieutenant		Police Department		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Police Officer		Police Department		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Police Officer Recruit		Police Department		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Police Records Specialist		Police Department		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Police Sergeant		Police Department		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	NE
Principal Planner		Development Services - Planning		203		$29.30	$36.63	$43.96	$60,944	$76,190	$91,437	Exempt
Project Coordinador		**Administration - Facilities**	**PW - Facilities**	109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Project Manager		PW - Engineering Division		203		$29.30	$36.63	$43.96	$60,944	$76,190	$91,437	Exempt
Property & Evidence Technician		Police Department		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Public Information Officer		Administration - Communications		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Purchasing Coordinator		Finance		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Records Management Specialist		City Clerk		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Recreation Assistant		P&R - Administration		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Recreation Coordinator		P&R - Administration		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Recreation Specialist		P&R - Recreation		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Risk Property Analyst		Human Resources - Risk		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Safety Officer		Human Resources - Risk		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Senior Services Assistant		P&R - Senior Center		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Senior Services Assistant/Driver	**Senior Services Coordinator**	P&R - Senior Center		109	**N/A**	$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Supervisor, Crew Leader		PW - Highway Users & Parks Grounds		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Supervisor, Facilities		**Administration - Facilities**	**PW - Facilities**	202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Supervisor, Fleet Services		PW - Fleet Services		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
NEW	**Supervisor, IT Support**	Info. Technology		NEW	204	$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Network & IT Security Admin		Info. Technology		204	**N/A**	$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Supervisor, Maintenance		PW - Highway Users		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Supervisor, Parks		P&R - Grounds		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Supervisor, Police Communications		Police Department		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Supervisor, Police Records		Police Department		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Supervisor, Recreation		P&R - Recreation		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Supervisor, Water/WW		PW - Water / Wastewater		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Systems Administrator		Info. Technology		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Transit Enforcement Officer		Police Department		106		$16.34	$19.93	$23.53	$33,987	$41,454	$48,942	NE
Video Prod. and Operations Spec.	**Multimedia Production & Operations**	Administration - Communications		109	**202**	$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Water/Wastewater Apprentice		PW - Water / Wastewater		106		$16.34	$19.93	$23.53	$33,987	$41,454	$48,942	NE
Water/Wastewater Plant Operator 1		PW - Water / Wastewater		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Water/Wastewater Plant Operator 2		PW - Water / Wastewater		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Water/Wastewater Plant Operator 3		PW - Water / Wastewater		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE

Classification Structure - FY 2024-25

Job (Functional) Title	Proposed Job Title	Department	Proposed Department	Grade	Proposed Grade	Min	Mid	Max	Min	Mid	Max	FLSA
Cook		P&R - Senior Center		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Custodian		**Administration - Facilities**	**PW - Facilities**	103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Life Guard		P&R - Aquatic Center		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Meter Reader		Finance - Billing & Collections		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Office Assistant		Agency-wide		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Recreation Assistant		P&R - Administration		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Senior Services Assistant		P&R - Senior Center		103		$14.35	$16.45	$19.04	$29,848	$34,216	$39,603	NE
Building Maintenance Technician		**Administration - Facilities**	**PW - Facilities**	104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Court Clerk I		Municipal Court		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Customer Service Representative		Finance - Billing & Collections		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Head Life Guard		P&R - Aquatic Center		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Intern		Agency-wide		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Maintenance Technician		PW - Highway Users & Parks Grounds		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Maintenance Worker/Parts Runner		PW - Fleet Services		104		$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	NE
Building Permit Technician		Development Services - Bldg		105		$15.27	$18.63	$21.99	$31,762	$38,750	$45,739	NE
Mechanic Assistant		PW - Fleet Services		105		$15.27	$18.63	$21.99	$31,762	$38,750	$45,739	NE
Meter Reader Technician		Finance - Billing & Collections		105		$15.27	$18.63	$21.99	$31,762	$38,750	$45,739	NE
IT Help Desk Technician		Info. Technology		106		$16.34	$19.93	$23.53	$33,987	$41,454	$48,942	NE
Transit Enforcement Officer		Police Department		106		$16.34	$19.93	$23.53	$33,987	$41,454	$48,942	NE
Water/Wastewater Apprentice		PW - Water / Wastewater		106		$16.34	$19.93	$23.53	$33,987	$41,454	$48,942	NE
Administrative Assistant		Agency-wide		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Animal Control Officer		Police Department		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Bailiff		Municipal Court		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Court Clerk II		Municipal Court		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Court Security Officer		Municipal Court		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Driver		P&R - Senior Center		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Equipment Operator		PW - Highway Users		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Human Resources Technician	**Human Resources Assistant**	Human Resources		107	**N/A**	$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Police Communications Officer		Police Department		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Police Records Specialist		Police Department		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Property & Evidence Technician		Police Department		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Water/Wastewater Plant Operator 1		PW - Water / Wastewater		107		$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	NE
Accounting Specialist		Finance		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Court Interpreter		Municipal Court		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Fire Fighter Recruit		Fire Department		108		$14.35	$17.22	$20.33	$39,549	$47,458	$56,029	NE
Heavy Equipment Operator		PW - Highway Users & Solid Waste		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Lead Custodian		**Administration - Facilities**	**PW - Facilities**	108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Maintenance Specialist		PW - Highway Users & Parks Grounds		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Mechanic		PW - Fleet Services		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Police Officer Recruit		Police Department		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Recreation Specialist		P&R - Recreation		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Water/Wastewater Plant Operator 2		PW - Water / Wastewater		108		$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	NE
Administrative Coordinator		Agency-wide		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Building Inspector I		Development Services - Bldg		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
NEW	**Building Maintenance Lead**	**Administration - Facilities**	**PW - Facilities**	**NEW**	**109**	$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Court Chief Clerk		Municipal Court		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	Exempt
NEW	**Heavy Equipment Operator, Senior**	PW - Highway Users & Solid Waste		**NEW**	**109**	$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Human Resources Coordinator		Human Resources		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
IT Technician		Info. Technology		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Legal Secretary		City Attorney		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Permit Service Coordinator		Development Services - Bldg		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Project Coordinador		**Administration - Facilities**	**PW - Facilities**	109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE

Classification Structure - FY 2024-25

Job (Functional) Title	Proposed Job Title	Department	Proposed Department	Grade	Proposed Grade	Min	Mid	Max	Min	Mid	Max	FLSA
Recreation Coordinator		P&R - Administration		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Senior Services Assistant/Driver	**Senior Services Coordinator**	P&R - Senior Center		109	**N/A**	$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Supervisor, Crew Leader		PW - Highway Users & Parks Grounds		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
Water/Wastewater Plant Operator 3		PW - Water / Wastewater		109		$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	NE
NEW	**Accreditation & Compliance Coordinator**	Police Department		**NEW**	**200**	$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Ambulance Billing Coordinator		Finance - Ambulance		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Building Inspector II		Development Services - Bldg		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Code Compliance Specialist		PW - Administration		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Code Enforcement Officer		Development Services - Bldg		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Electrician		PW - Water / Wastewater		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Engineering Technician		PW - Engineering Division		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Executive Assistant		Administration		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	Exempt
Fire Fighter		Fire Department		200		$16.62	$20.77	$24.92	$45,805	$57,242	$68,680	NE
GIS Specialist		Development Services - GIS		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Graphics & Media Specialist		Administration - Communications		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Lead Mechanic		PW - Fleet Services		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Operations Coordinator		Fire Department		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Paralegal		City Attorney		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Planning Technician		Development Services - Planning		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	Exempt
Records Management Specialist		City Clerk		200		$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	NE
Accountant I		Finance		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	Exempt
Assistant Planner		Development Services - Planning		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	Exempt
Building Plans Examiner		Development Services - Bldg		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Economic Development Assistant		Economic Development		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Fire Engineer		Fire Department		201		$18.28	$22.85	$27.42	$50,380	$62,975	$75,570	NE
Grant Coordinator		Economic Development		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	Exempt
Human Resources Analyst		Human Resources		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
NEW	**Human Resources Generalist**	Human Resources		**NEW**	**201**	$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
IT Technician - Senior		Info. Technology		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Planning Coordinator		Development Services - Planning		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Police Officer		Police Department		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Supervisor, Police Communications		Police Department		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Supervisor, Police Records		Police Department		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Supervisor, Water/WW		PW - Water / Wastewater		201		$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	NE
Accountant II		Finance		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Associate Planner		Development Services - Planning		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Contracts & Grants Coordinator		Finance		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Court Administrator		Municipal Court		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
NEW	**Engineering Technician, Senior**	PW - Engineering Division		**NEW**	**202**	$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Fire Inspector		Fire Department		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
GIS Analyst		Development Services - GIS		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Human Resources Analyst - Senior		Human Resources		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
IT Specialist		Info. Technology		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Management Analyst		Administration		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Manager, Senior Services		P&R - Senior Center		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Video Prod. and Operations Spec.	**Multimedia Production & Operations**	Administration - Communications		109	**202**	$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Police Corporal		Police Department		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Public Information Officer		Administration - Communications		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Purchasing Coordinator		Finance		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Risk Property Analyst		Human Resources - Risk		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Safety Officer		Human Resources - Risk		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Supervisor, Facilities		**Administration - Facilities**	**PW - Facilities**	202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt

Classification Structure - FY 2024-25

Job (Functional) Title	Proposed Job Title	Department	Proposed Department	Grade	Proposed Grade	Min	Mid	Max	Min	Mid	Max	FLSA
Supervisor, Fleet Services		PW - Fleet Services		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Supervisor, Maintenance		PW - Highway Users		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Supervisor, Parks		P&R - Grounds		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	Exempt
Supervisor, Recreation		P&R - Recreation		202		$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	NE
Fire Captain		Fire Department		203		$22.12	$27.65	$33.17	$60,963	$76,203	$91,417	NE
Principal Planner		Development Services - Planning		203		$29.30	$36.63	$43.96	$60,944	$76,190	$91,437	Exempt
Project Manager		PW - Engineering Division		203		$29.30	$36.63	$43.96	$60,944	$76,190	$91,437	Exempt
Operations Coordinator	**Administrative Services Manager**	Administration		202	**204**	$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Building Official		Development Services - Bldg		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Deputy City Clerk		City Clerk		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Manager, Billing & Collections		Finance - Billing & Collections		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Manager, Human Resources		Human Resources		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Manager, Public Works		PW - Highway Users		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Manager, Risk Management		Human Resources - Risk		203	**204**	$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Manager, Water/Wastewater		PW - Water / Wastewater		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
NEW	**Supervisor, IT Support**	Info. Technology		NEW	**204**	$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Network & IT Security Admin		Info. Technology		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Police Administrator		Police Department		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Police Sergeant		Police Department		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	NE
Systems Administrator		Info. Technology		204		$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	Exempt
Assistant Director		P&R - Administration		205		$35.46	$44.32	$53.19	$73,757	$92,186	$110,635	Exempt
Engineer in Training (EIT)		PW - Engineering Division		205		$35.46	$44.32	$53.19	$73,757	$92,186	$110,635	Exempt
Fire Battalion Chief		Fire Department		205		$26.76	$33.45	$40.14	$73,751	$92,188	$110,626	NE
Manager, Facilities		**Administration - Facilities**	**PW - Facilities**	205		$35.46	$44.32	$53.19	$73,757	$92,186	$110,635	Exempt
Manager, Info Technology		Info. Technology		205		$35.46	$44.32	$53.19	$73,757	$92,186	$110,635	Exempt
Assistant Director		Development Services		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Assistant Director		Finance		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Assistant Director		PW - Administration		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Civil Engineer		PW - Engineering Division		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Manager, Finance		Finance		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Police Lieutenant		Police Department		206		$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	Exempt
Assistant Fire Chief		Fire Department		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	Exempt
City Clerk		City Clerk		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	Exempt
City Prosecutor		City Attorney		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	Exempt
Director of Parks & Rec		P&R - Administration		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	Exempt
Police Commander		Police Department		207		$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	NE
Assistant City Attorney		City Attorney		208		$47.20	$60.51	$73.82	$98,176	$125,861	$153,546	Exempt
Director of Development Services		Development Services		208		$47.20	$60.51	$73.82	$98,176	$125,861	$153,546	Exempt
Director of Human Resources		Human Resources		208		$47.20	$60.51	$73.82	$98,176	$125,861	$153,546	Exempt
Director, Economic Development		Economic Development		208		$47.20	$60.51	$73.82	$98,176	$125,861	$153,546	Exempt
Chief of Police		Police Department		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
City Engineer		PW - Engineering Division		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
Director of Finance		Finance		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
Director of Public Works		PW - Administration		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
Fire Chief		Fire Department		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
Magistrate		Municipal Court		209		$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	Exempt
Assistant City Manager		Administration		300		$57.11	$73.21	$89.32	$118,789	$152,277	$185,786	Exempt
City Attorney		City Attorney		300		$57.11	$73.21	$89.32	$118,789	$152,277	$185,786	Exempt
City Manager		Administration		302		$69.10	$88.59	$108.08	$143,728	$184,267	$224,806	Exempt

Pay Grade Structure - FY 2024-25 (Effec. 07/01/24)

Grade	Min	Mid	Max	Min	Mid	Max	Salary Range Spread	Mdpt. Progress
103	$14.35	$16.70	$19.04	$29,848	$34,736	$39,611	32.7%	
104	$14.54	$17.45	$20.36	$30,243	$36,296	$42,349	40.0%	4.49%
105	$15.27	$18.63	$21.99	$31,762	$38,750	$45,739	44.0%	6.76%
106	$16.34	$19.93	$23.53	$33,987	$41,454	$48,942	44.0%	6.98%
107	$17.48	$21.33	$25.17	$36,358	$44,366	$52,354	44.0%	7.02%
108	$18.71	$22.82	$26.94	$38,917	$47,466	$56,035	44.0%	6.99%
109	$20.02	$24.42	$28.82	$41,642	$50,794	$59,946	44.0%	7.01%
200	$22.02	$27.52	$33.03	$45,802	$57,242	$68,702	50.0%	12.69%
201	$24.22	$30.27	$36.33	$50,378	$62,962	$75,566	50.0%	9.99%
202	$26.64	$33.30	$39.96	$55,411	$69,264	$83,117	50.0%	10.01%
203	$29.30	$36.63	$43.96	$60,944	$76,190	$91,437	50.0%	10.00%
204	$32.23	$40.29	$48.35	$67,038	$83,803	$100,568	50.0%	9.99%
205	$35.46	$44.32	$53.19	$73,757	$92,186	$110,635	50.0%	10.00%
206	$39.00	$48.76	$58.51	$81,120	$101,421	$121,701	50.0%	10.02%
207	$42.90	$53.63	$64.36	$89,232	$111,550	$133,869	50.0%	9.99%
208	$47.20	$60.51	$73.82	$98,176	$125,861	$153,546	56.4%	12.83%
209	$51.91	$66.56	$81.20	$107,973	$138,445	$168,896	56.4%	10.00%
300	$57.11	$73.21	$89.32	$118,789	$152,277	$185,786	56.4%	9.99%
301	$62.82	$80.53	$98.25	$130,666	$167,502	$204,360	56.4%	10.00%
302	$69.10	$88.59	$108.08	$143,728	$184,267	$224,806	56.4%	10.01%

Fire Department - Based on 2756 hours per year									
108	$14.35	$17.34	$20.33	$39,549	$47,789	$56,028	41.7%		**Fire Recruit**
200	$16.62	$20.77	$24.92	$45,795	$57,244	$68,693	50.0%	19.8%	**Fire Fighter**
201	$18.28	$22.85	$27.42	$50,375	$62,968	$75,562	50.0%	10.0%	**Fire Engineer**
203	$22.12	$27.65	$33.17	$60,953	$76,192	$91,430	50.0%	21.0%	**Fire Captain**
205	$26.76	$33.45	$40.14	$73,754	$92,192	$110,630	50.0%	21.0%	**Battalion Fire Chief**

Salary Range Spread:

Administrative/Operative	32-50%
Professional/Management	50%
Executives	56.40%

Midpoint Progression:

Administrative/Operative	5-10%
Professional/Management	10%
Executives	10%

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. J.**

Meeting Date: 06/12/2024

Department Head: Nigel Reynoso, Chief of Police, Police Department

Submitted By: Michelle Boucher, Police Administrator, Police Department

Action Requested: Motion
Ordinance

ITEM:

Discussion and possible action on any and all matters regarding Ordinance No. 451. An ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending the city code to establish a fee category for those who make a public records request to obtain law enforcement video recordings.
(Nigel Reynoso, Chief of Police)

A. Action on the reading of Ordinance No. 451 by title only
B. Action on Ordinance No. 451

SUMMARY:

This Ordinance No. 451 adds a new subsection (5) to the San Luis City Code in Title 2, Administration and Personnel; Chapter 2.40, City Policies; Article III, Public Records Request Policy; Section 2.40.310, Public Records Request Policy Narrative, Subsection P, Fees, to read: The City establishes a one-time fee per copy, not to exceed the dollar amount permitted by law per video-hour reviewed, that is charged to a person who submits a public records request to the Police Department for a copy of a video recording, except for information that law enforcement agencies must provide to victims of crime under Arizona statute (specifically, A.R.S. § 39-127 as it may be amended or renumbered). When determining the dollar amount of the fee, the City shall adhere to the considerations allowed by Arizona statute (specifically A.R.S. § 39-129 as it may be amended or renumbered).

RECOMMENDATION / SUGGESTED MOTION:

A. I MOVE TO APPROVE THE READING OF ORDINANCE NO. 451 BY TITLE ONLY.
(CITY CLERK TO READ ORDINANCE NO. 451 BY TITLE ONLY)
B. I MOVE TO APPROVE AND ADOPT ORDINANCE NO. 451 AS PRESENTED.

Fiscal Impact

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

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

N/A

Attachments

Ordinance No. 451

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Ordinance

NO. 451

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING THE CITY CODE TO ESTABLISH A FEE CATEGORY FOR THOSE WHO MAKE A PUBLIC RECORDS REQUEST TO OBTAIN LAW ENFORCEMENT VIDEO RECORDINGS; REPEALING CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.

WHEREAS, Arizona Revised Statute ("A.R.S.") § 39-129 became effective on October 30, 2023; and

WHEREAS, A.R.S. § 39-129 allows cities to establish a one-time fee per copy, not to exceed $46 per video hour reviewed for public records requests of police video; and

WHEREAS, the San Luis City Code does not have a separate category for police video; and

WHEREAS, to keep the San Luis City Code current with the State law and allow the Police Department to recover some of its costs to provide police videos upon a public records request, the following addition to the San Luis City Code is desirable;

NOW, THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of San Luis, Arizona;

: This Ordinance adds a new subsection (5) to the San Luis City Code in Title 2, Administration and Personnel; Chapter 2.40, City Policies; Article III, Public Records Request Policy; Section 2.40.310, Public Records Request Policy Narrative, Subsection P, Fees, to read:

(5) The City establishes a one-time fee per copy, not to exceed the dollar amount permitted by law per video-hour reviewed, that is charged to a person who submits a public records request to the Police Department for a copy of a video recording, except for information that law enforcement agencies must provide to victims of crime under Arizona statute (specifically, A.R.S. § 39-127 as it may be amended or renumbered). When determining the dollar amount of the fee, the City shall adhere to the considerations allowed by Arizona statute (specifically A.R.S. § 39-129 as it may be amended or renumbered). As of October 30, 2023, those considerations include:

the reasonable cost of reviewing, transmitting, making a copy of (and, as necessary), redacting the video recording; and

any other relevant information.

: If a conflict arises between the provisions of this Ordinance and any other ordinance, resolution, order, regulation, or policy of the City of San Luis, the conflicting provisions are amended, superseded, and replaced, and this Ordinance shall govern.

: If any section, subsection, paragraph, sentence clause, phrase, or portion of this Ordinance is held to be invalid or unconstitutional by the final decision of any court of competent jurisdiction or operation of law by binding legislation, such decision or legislation shall not affect the validity of the remaining portion of this Ordinance.

City staff shall do and perform, or cause to be done and performed, all such further acts to carry out the intent and accomplish the purposes 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 June 2024.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

_____
Kay Marion Macuil, City Attorney

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. K.**

Meeting Date: 06/12/2024

Department Head: Nigel Reynoso, Chief of Police, Police Department

Submitted By: Michelle Boucher, Police Administrator, Police Department

Action Requested: Motion
Public Hearing
Resolution

ITEM:

Public hearing followed by discussion and possible action on any and all matters regarding Resolution No. 2317. A resolution of the Mayor and City Council of the City of San Luis, Arizona, restating, amending, and appending the public records request fee schedule to add fees for law enforcement video recordings (including body cam recordings); repealing conflicting provisions; providing for severability; and declaring an emergency. **(Nigel Reynoso, Chief of Police)**

A. Open Public Hearing
  1. Staff Presentation
  2. Call to the Public on this item
B. Close the Public Hearing
C. Action on Resolution No. 2317

(6 votes in favor are required in order to pass immediately as an emergency measure per A.R.S. § 19-142)

SUMMARY:

Our current Public Records Request Fee Schedule was not originally written with the time and personnel it takes to redact body camera footage in mind. The body camera program has been a recent addition to most law enforcement agencies, and updates will be needed as the program grows with time. The law allows the city to defray some of the cost, as a fiscally responsible measure, staff is asking that this resolution take effect immediately.

The fee update is necessary to ensure that the fees we collect are fair, reasonable, and in line with the costs associated with processing publicly requested body camera footage. Based on Senate Bill 1148 of the 2023 Fifty-sixth Legislature – First Regular Session codified at A.R.S. § 39-129, we are asking for approval to implement the fee of $46.00 per video hour redacted, the statutory allowed amount. The $46.00 per video hour reviewed is needed for the time reviewing, transmitting, making a copy, and redacting a video recording for public release. This fee will apply to all persons who submit a public record request for a law enforcement video recording except to a victim as described in ARS § 39-127. An hour of video usually requires three hours of processing/redacting the video recording. For requests, staff will estimate the cost, which will be paid in advance as a deposit until the actual charge is calculated for the final payment.

Arizona Revised Statutes § 39-129. Local law enforcement; video recordings; fee Except as provided in A.R.S. Section 39-127, a county, a city, a town, or any political subdivision of this state may establish

a one-time fee per copy, not to exceed $46.00 per video-hour reviewed, that is charged to a person who submits a public records request to a local law enforcement agency for a copy of a video recording. A county, a city, a town, or any political subdivision of this state may take into consideration the following information when determining the amount of the one-time fee per copy: 1. The reasonable cost of reviewing, transmitting, making a copy of, and, as necessary, redacting the video recording. 2. Any other relevant information.

Resolution No. 2317 also changes the reasonable fee for the cost of time, materials, equipment, and personnel time in producing duplicates of the City's public records allowed under A.R.S. §39-121.01(D)(1) and § 39-121.03(A)(2) when requests are for commercial purposes. When the fees were first passed on June 14, 2017, by Resolution No. 1195, the fee was $19.04. The HR department studied the reasonable fee under the current local staffing market and determined a reasonable fee is $23.72 per hour. For the first hour, there is no fee, so this only involves the more voluminous records requests.

RECOMMENDATION / SUGGESTED MOTION:

A. I MOVE TO OPEN PUBLIC HEARING

1. STAFF PRESENTATION

2. CALL TO THE PUBLIC ON THIS ITEM

B. I MOVE TO CLOSE THE PUBLIC HEARING

C. I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2317 AND DECLARE AN EMERGENCY.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	See Fiscal Impact Statement
CITY/STATE/FEDERAL FUNDS:	N/A
TOTAL:	N/A
BUDGETED AMOUNT:	N/A
AVAILABLE AMOUNT TO TRANSFER:	N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	N/A

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

The new fee schedule will help defray the costs of duplicating public records upon public records requests.

Attachments

Resolution No. 2317

ARS 39-129

SB 1371 No Charge for Victims

ARS 39-121-01(D) fee for Personnel

ARS 39-121-03 Fee for Commercial

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Resolution

No. 2317

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, RESTATING, AMENDING, AND APPENDING THE PUBLIC RECORDS REQUEST FEE SCHEDULE TO ADD FEES FOR LAW ENFORCEMENT VIDEO RECORDINGS (INCLUDING BODY CAM RECORDINGS); REPEALING CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

WHEREAS, The City of San Luis is authorized under A.R.S § 39-121.01 to establish the fees charged for the copying of public records, including a reasonable fee for the cost of time, equipment, and personnel used in producing copies of records subject to public disclosure; and

WHEREAS, in accordance with A.R.S § 9-499.15, a notice of proposed new or increased fees related to public records requests was posted on the City's website for at least sixty (60) days and

WHEREAS, on June 20, 2023, the Governor approved Senate Bill 1148, codified as Arizona Revised Statute § 39-129, authorizing cities to establish a fee for public records requests to law enforcement agencies for video recordings (including body cam recordings); and

WHEREAS, the Police Department is incurring increasing costs for public records requests, and it is immediately necessary to defray the costs that the recent law allows;

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

SECTION 1: The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2: The City of San Luis fees for copying and producing public records for public records requests are hereby restated, amended, and adopted and shall be charged in accordance with the Fee Schedule, attached hereto as Exhibit A and A-1 and incorporated herein as if set out in full here by this reference.

SECTION 3: Provisions prior to this Resolution No. 2317 in resolutions or other actions of the City Council for the City of San Luis regarding fees for copying and producing public records for public records requests are hereby superseded and repealed as of the effective date of the fees adopted by this resolution.

SECTION 4: Whereas, it is necessary for the preservation of the peace, health, and safety of the City of San Luis, Arizona, an emergency is declared to exist, and this resolution shall become immediately operative and in force on June 13, 2024.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this _____day of June 2024.

_____
Nieves Riedel, Mayor

ATTEST:

_____
Sonia Cornelio, City Clerk

APPROVED AS TO FORM:

_____
Kay Marion Macuil, City Attorney

EXHIBIT A

CITY OF SANLUIS
PUBLIC RECORDS REQUEST FEE SCHEDULE

The City of San Luis will provide a form for public records requests. While filling out this form is not required to make a public records request, providing the information requested by this form may be needed in order to fulfill a request. All requests must indicate whether for a commercial purpose or a non-commercial purpose. All requests are subject to the following fees:

(1) Non-Commercial Purpose. Except as set forth in sections (2)(C) and (2)(D) below, a person requesting public records for a non-commercial purpose shall be charged as follows:

(A) MATERIALS. The City may charge as follows for materials:

Minimum fee for hard copies - $.50 perpage for printed copies and for scanning documents for either email transmission or for DVD or CD copy.

Cassettes, CDs, DVDs, and **videotapes** $20.00 in addition to any of the above charges that might be applicable.

Charges for Planning & Zoning and GIS services and copies are attached as "Exhibit A-1"

If a special format is requested, such as oversized materials, color copies, etc., the actual costs, including personnel costs of providing the special format.

If mailing or shipping is requested, the actual cost of mailing or shipping.

For voluminous requests, staff will estimate the cost which will be paid in advance as a deposit until the actual charge is calculated for final payment.

(B) EQUIPMENT AND PERSONNEL.

In addition to the fee for materials, after the first hour, the City may charge a fee of $23.72 per hour to reimburse the City for the cost of equipment and personnel used in producing copies of the records or in converting the records into read-only electronic format, but not for the cost of searching for the records. Any production of copies that takes less than one hour shall be free of charge for the cost of equipment and personnel.

Under A.R.S. § 39-129, a onetime fee per copy, not to exceed $46 per video-hour reviewed, for a copy of the City of San Luis Police Department video record. The City of San Luis may take into consideration the following information when determining the amount of the onetime fee per copy:

(i) The reasonable cost of reviewing, transmitting, making a copy of and, as necessary, redacting the video recording.

(ii) Any other relevant information.

(2) Commercial Purpose. A person requesting public records for a commercial purpose, as defined in A.R.S. § 39-121.03(D) as amended, shall provide a statement setting forth the commercial purpose for which the copies, printouts, or photographs will be used. Upon being furnished the statement, the City Clerk may furnish reproductions as set forth under state law, the charge for which includes the following:

(A) COST. A portion of the cost to the City for obtaining the original or copies of the documents, printouts or photographs.

(B) MATERIALS. A reasonable fee for the cost of materials in producing such reproduction, as set forth in subsection (1) (A) above.

(C) EQUIPMENT AND PERSONNEL. In addition to the fee for materials, the City may charge a fee of $23.72 per hour to reimburse the City for the cost of equipment and personnel used in producing copies of the records or in converting the records into read-only electronic format, but not for the cost of searching for the records.

(D) VALUE. The value of the reproduction on the commercial market as best determined by the City. A person requesting public records for a commercial purpose may be required to produce documents or information that would assist the City in determining the market value of the reproduction.

(3) Fee copies of police public records for crime victims. Arizona State Law, A.R.S. § 39-127, as it is amended, controls who is entitled to free copies of police public records.

EXHIBIT A-1

CITY OF SAN LUIS
PUBLIC RECORDS REQUEST FEE SCHEDULE

GIS Publication and Copying Fees

Documents	
City Code- Zoning Regulations (paper)	$30
General Plan (paper)	$70
City Code- Subdivision Regulations (paper)	$25
CD of any document	$20
PZ Agenda Subscription (e-mail) (annual fee)	No charge
PZ Agenda Subscription (US mail) (annual fee)	$5
Maps	
8.5 x 11 (color)	$5
11 x 17 (color)	$7
24 x 36 (color)	$15
36 x 48 (color)	$25
8.5 x 11 (color w/ aerial imaging)	$7
11 x 17 (color w/ aerial imaging)	$10
24 x 36 (color w/ aerial imaging)	$20
36 x 48 (color w/ aerial imaging)	$30
Zoning Atlas (CD)	$20
General Plan (CD)	$20
Any map size not shown above	pricing is at the reasonable discretion of the GIS Division
GIS Services	
Custom map or graphic	$50 per hour (1 hour minimum)

Arizona Revised Statutes Annotated
Title 39. Public Records, Printing and Notices
Chapter 1. Public Records (Refs & Annos)
Article 2. Searches and Copies (Refs & Annos)

A.R.S. § 39-129

§ 39-129. Local law enforcement; video recordings; fee

Effective: October 30, 2023
Currentness

Except as provided in § 39-127, a county, a city, a town or any political subdivision of this state may establish a onetime fee per copy, not to exceed **$46** per video-hour reviewed, that is charged to a person who submits a public records request to a local law enforcement agency for a copy of a video recording. A county, a city, a town or any political subdivision of this state may take into consideration the following information when determining the amount of the onetime fee per copy:

1. The reasonable cost of reviewing, transmitting, making a copy of and, as necessary, redacting the video recording.

2. Any other relevant information.

Credits
Added by Laws 2023, Ch. 190, § 3.

A. R. S. § 39-129, AZ ST § 39-129
Current through legislation of the Second Regular Session of the Fifty-Sixth Legislature (2024), effective as of May 29, 2024.

© 2024 Thomson Reuters. No claim to original U.S. Government Works.

 © 2024 Thomson Reuters. No claim to original U.S. Government Works.

Versions (1)

§ 39-129. Local law enforcement; video recordings; fee
AZ ST § 39-129
Effective October 30, 2023
Enacted Legislation Added by Laws 2023, Ch. 190 , § 3

WESTLAW © 2024 Thomson Reuters. No claim to original U.S. Government Works.

Context and Analysis (1)

Cross References (1)

Victims' rights, information provided to victim by law enforcement agency, see § 13-4405.

WESTLAW © 2024 Thomson Reuters. No claim to original U.S. Government Works.

Validity

There are no Validity results for this citation.

Bill Drafts

There are no Bill Drafts for this citation.

Notes of Decisions

There are no Notes of Decisions for this citation.

Editor's and Revisor's Notes

There are no Editor's and Revisor's Notes for this citation.

WESTLAW © 2024 Thomson Reuters. No claim to original U.S. Government Works.

2024 Ariz. Legis. Serv. Ch. 56 (S.B. 1371) (WEST)

ARIZONA 2024 LEGISLATIVE SERVICE

Second Regular Session of the Fifty-Sixth Legislature

Additions are indicated by **Text**; deletions by ~~Text~~.
Vetoes are indicated by ~~Text~~;
stricken material by ~~**Text**~~.

CHAPTER 56
S.B. 1371

AN ACT AMENDING SECTION 39–127, ARIZONA REVISED STATUTES; RELATING TO POLICE REPORTS.

Be it enacted by the Legislature of the State of Arizona:

Section 1. Section 39–127, Arizona Revised Statutes, is amended to read:

<< AZ ST § 39–127 >>

§ 39–127. Free copies of police reports, video recordings and transcripts for crime victims; definitions

A. A victim of a criminal offense that is a part I crime under the statewide uniform crime reporting program, the victim's attorney on behalf of the victim or an immediate family member of the victim if the victim is killed or incapacitated has the right to receive one copy of the police report and video recordings from the investigating law enforcement agency at no charge and, on request of the victim, the court or the clerk of the court shall provide, at no charge, the minute entry or portion of the record of any proceeding in the case that arises out of the offense committed against the victim and that is reasonably necessary ~~for the purpose of pursuing~~ **to pursue** a claimed victim's right. For the purposes of this subsection, “criminal offense”, “immediate family” and “victim” have the same meanings prescribed in section 13–4401.

B. A victim of a delinquent act that is a part I crime under the statewide uniform crime reporting program, the victim's attorney on behalf of the victim or an immediate family member of the victim if the victim is killed or incapacitated has the right to receive one copy of the police report and video recordings from the investigating law enforcement agency at no charge and, on request of the victim, the court or the clerk of the court shall provide, at no charge, the minute entry or portion of the record of any proceeding in the case that arises out of the offense committed against the victim and that is reasonably necessary ~~for the purpose of pursuing~~ **to pursue** a claimed victim's right. For the purposes of this subsection, “delinquent act”, “immediate family” and “victim” have the same meanings prescribed in section 8–382.

C. Notwithstanding subsection A or B of this section, if the police report involves a domestic violence offense or a sexual offense, the victim or the victim's attorney on behalf of the victim has the right to receive one copy of the police report and video recordings from the investigating law enforcement agency at no charge and, on request of the victim, the court

WESTLAW © 2024 Thomson Reuters. No claim to original U.S. Government Works.

or the clerk of the court shall provide, at no charge, the minute entry or portion of the record of any proceeding in the case that arises out of the offense committed against the victim and that is reasonably necessary to pursue a claimed victim's right.

D. A law enforcement agency shall prioritize the processing and providing of each police report that is requested pursuant to this section.

~~C.~~ **E.** For the purposes of this section**:**~~,~~

1. "Attorney" means any person who is a member in good standing of the bar of the highest court of any state, possession, territory, commonwealth or district of the United States and who is not under any order of any court suspending, enjoining, restraining, disbarring or otherwise restricting the person in the practice of law.

2. "Sexual offense" means an offense included in title 13, chapter 14 or 35.1.

Approved by the Governor, March 29, 2024.
Filed in the Office of the Secretary of State, March 29, 2024.

© 2024 Thomson Reuters. No claim to original U.S. Government Works.

 © 2024 Thomson Reuters. No claim to original U.S. Government Works.

KeyCite Yellow Flag - Negative Treatment
Proposed Legislation

Arizona Revised Statutes Annotated
Title 39. Public Records, Printing and Notices
Chapter 1. Public Records (Refs & Annos)
Article 2. Searches and Copies (Refs & Annos)

A.R.S. § 39-121.01

§ 39-121.01. Definitions; maintenance of records; copies, printouts or photographs of public records; examination by mail; index

Effective: April 7, 2021
Currentness

A. In this article, unless the context otherwise requires:

1. "Officer" means any person elected or appointed to hold any elective or appointive office of any public body and any chief administrative officer, head, director, superintendent or chairman of any public body.

2. "Public body" means this state, any county, city, town, school district, political subdivision or tax-supported district in this state, any branch, department, board, bureau, commission, council or committee of the foregoing, and any public organization or agency, supported in whole or in part by monies from this state or any political subdivision of this state, or expending monies provided by this state or any political subdivision of this state.

B. All officers and public bodies shall maintain all records, including records as defined in § 41-151, reasonably necessary or appropriate to maintain an accurate knowledge of their official activities and of any of their activities that are supported by monies from this state or any political subdivision of this state.

C. Each public body shall be responsible for the preservation, maintenance and care of that body's public records, and each officer shall be responsible for the preservation, maintenance and care of that officer's public records. It shall be the duty of each such body to carefully secure, protect and preserve public records from deterioration, mutilation, loss or destruction, unless disposed of pursuant to §§ 41-151.15 and 41-151.19.

D. Subject to § 39-121.03:

1. Any person may request to examine or be furnished copies, printouts or photographs of any public record during regular office hours or may request that the custodian mail a copy of any public record not otherwise available on the public body's website to the requesting person. The custodian may require any person requesting that the custodian mail a copy of any public record to pay in advance for any copying and postage charges. The custodian of such records shall promptly furnish such copies,

WESTLAW © 2024 Thomson Reuters. No claim to original U.S. Government Works.

printouts or photographs and may charge a fee if the facilities are available, except that public records for purposes listed in § 39-122 or 39-127 shall be furnished without charge.

2. If requested, the custodian of the records of an agency shall also furnish an index of records or categories of records that have been withheld and the reasons the records or categories of records have been withheld from the requesting person. The custodian shall not include in the index information that is expressly made privileged or confidential in statute or a court order. This paragraph shall not be construed by an administrative tribunal or a court of competent jurisdiction to prevent or require an order compelling a public body other than an agency to furnish an index. For the purposes of this paragraph, "agency" has the same meaning prescribed in § 41-1001 but does not include the department of public safety, the department of transportation motor vehicle division, the department of juvenile corrections and the state department of corrections.

3. If the custodian of a public record does not have facilities for making copies, printouts or photographs of a public record that a person has a right to inspect, the person shall be granted access to the public record for the purpose of making copies, printouts or photographs. The copies, printouts or photographs shall be made while the public record is in the possession, custody and control of the custodian of the public record and shall be subject to the supervision of the custodian.

E. Access to a public record is deemed denied if a custodian fails to promptly respond to a request for production of a public record or fails to provide to the requesting person an index of any record or categories of records that are withheld from production pursuant to subsection D, paragraph 2 of this section.

Credits

Added by Laws 1975, Ch. 147, § 1. Amended by Laws 1976, Ch. 104, § 17; Laws 1977, Ch. 54, § 2, eff. May 17, 1977; Laws 2000, Ch. 88, § 54; Laws 2002, Ch. 211, § 2; Laws 2004, Ch. 158, § 1; Laws 2006, Ch. 167, § 1; Laws 2011, Ch. 18, § 28; Laws 2021, Ch. 187, § 4, eff. April 7, 2021.

A. R. S. § 39-121.01, AZ ST § 39-121.01

Current through legislation of the Second Regular Session of the Fifty-Sixth Legislature (2024), effective as of May 29, 2024.

End of Document

© 2024 Thomson Reuters. No claim to original U.S. Government Works.

A.R.S. § 39-121.03

§ 39-121.03. Request for copies, printouts or photographs; statement of purpose; commercial purpose as abuse of public record; determination by governor; civil penalty; definition

Currentness

A. When a person requests copies, printouts or photographs of public records for a commercial purpose, the person shall provide a statement setting forth the commercial purpose for which the copies, printouts or photographs will be used. Upon being furnished the statement the custodian of such records may furnish reproductions, the charge for which shall include the following:

1. A portion of the cost to the public body for obtaining the original or copies of the documents, printouts or photographs.

2. A reasonable fee for the cost of time, materials, equipment and personnel in producing such reproduction.

3. The value of the reproduction on the commercial market as best determined by the public body.

B. If the custodian of a public record determines that the commercial purpose stated in the statement is a misuse of public records or is an abuse of the right to receive public records, the custodian may apply to the governor requesting that the governor by executive order prohibit the furnishing of copies, printouts or photographs for such commercial purpose. The governor, upon application from a custodian of public records, shall determine whether the commercial purpose is a misuse or an abuse of the public record. If the governor determines that the public record shall not be provided for such commercial purpose the governor shall issue an executive order prohibiting the providing of such public records for such commercial purpose. If no order is issued within thirty days of the date of application, the custodian of public records shall provide such copies, printouts or photographs upon being paid the fee determined pursuant to subsection A.

C. A person who obtains a public record for a commercial purpose without indicating the commercial purpose or who obtains a public record for a noncommercial purpose and uses or knowingly allows the use of such public record for a commercial purpose or who obtains a public record for a commercial purpose and uses or knowingly allows the use of such public record for a different commercial purpose or who obtains a public record from anyone other than the custodian of such records and uses it for a commercial purpose shall in addition to other penalties be liable to the state or the political subdivision from which the public record was obtained for damages in the amount of three times the amount which would have been charged for the public record had the commercial purpose been stated plus costs and reasonable attorney fees or shall be liable to the state or the political subdivision for the amount of three times the actual damages if it can be shown that the public record would not have been provided had the commercial purpose of actual use been stated at the time of obtaining the records.

WESTLAW © 2024 Thomson Reuters. No claim to original U.S. Government Works.

D. For the purposes of this section, "commercial purpose" means the use of a public record for the purpose of sale or resale or for the purpose of producing a document containing all or part of the copy, printout or photograph for sale or the obtaining of names and addresses from public records for the purpose of solicitation or the sale of names and addresses to another for the purpose of solicitation or for any purpose in which the purchaser can reasonably anticipate the receipt of monetary gain from the direct or indirect use of the public record. Commercial purpose does not mean the use of a public record as evidence or as research for evidence in an action in any judicial or quasi-judicial body.

Credits

Added by Laws 1977, Ch. 54, § 3, eff. May 17, 1977. Amended by Laws 1985, Ch. 213, § 4; Laws 2000, Ch. 88, § 55.

A. R. S. § 39-121.03, AZ ST § 39-121.03

Current through legislation of the Second Regular Session of the Fifty-Sixth Legislature (2024), effective as of May 29, 2024.

© 2024 Thomson Reuters. No claim to original U.S. Government Works.

 © 2024 Thomson Reuters. No claim to original U.S. Government Works.

AGENDA ITEM REVIEW FORM

Regular City Council Meeting **6. L.**

Meeting Date: 06/12/2024

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. 2318. A resolution of the Mayor and City Council of the City of San Luis, Arizona, initiating procedures for an Alternative Expenditure Limitation (also known as the Home Rule Option) by adopting a notice of public hearings, establishing a deadline for submission of pro and con statements for the November 5, 2024, General Election ballot; and declaring an emergency. **(Sonia Cornelio, City Clerk)**

(6 votes in favor are required in order to pass immediately as an emergency measure per A.R.S. § 19-142)

SUMMARY:

This item is brought back from the May 22, 2024, Agenda for reconsideration.

Explanation of Alternative Expenditure Limitation (also known as Home Rule Option)

The Arizona Constitution, Article IX § 20, limits the dollar amount of a city's local revenue that it is allowed to spend.

However, the Arizona Constitution allows cities to adopt an Alternative Expenditure Limitation, commonly referred to as the Home Rule Option, that is free from any ties to the State-imposed limitation (Article IX, Section 20, subsection 9, Arizona State Constitution). Home Rule is adopted if the following procedure is met:
(1) two (2) public hearings are held,
(2) the City Council considers the input from the public hearings and decides by 6 votes in favor to go forward with submitting the question to the voters,
(3) the majority of the qualified electors of the city vote in favor of the Alternative Expenditure Limitation issue, which may be at a regular city election or the Arizona general election.

If the alternative limitation is defeated by a majority of the qualified electors voting in the election, the city will be subject to the State-imposed expenditure limitation. No new Alternative Expenditure Limitation may be submitted to the voters for at least two (2) consecutive fiscal years (Article IX, Section 20, subsection 9, Arizona State Constitution).

If the Alternative Expenditure Limitation is approved by a majority of the qualified electors voting at the election, it will be in effect for the four succeeding fiscal years. In the fourth year, the voters may be asked to extend the Alternative Expenditure Limitation for four more years. This process must occur every four years to retain the Alternative Expenditure Limitation.

What Resolution No. 2318 Does

Resolution No. 2318 does two (2) things.
(1) It approves the attached form of notice of public hearings, which are set for July 3, 2024, at 6:00 p.m. and July 10, 2024; and
(2) it sets the deadline for statements pro and con for the November 5, 2024, ballot to be submitted to the City Clerk no later than August 7, 2024.

Emergency Passage of Resolution No. 2318

The dates of the two public hearings (which will be July 3 and 10) and the deadline for pro and con statements must be published by June 21 for two (2) consecutive weeks. A.R.S. § 19-142(B) and San Luis City Code § 2.05.520 require that resolutions are not operative until 30 days after passage by the City Council. There are not thirty (30) days between this Council Meeting, June 12, and June 21, the latest date for the first publication, so we need to pass the resolution as an emergency, so the effective date will be sooner than the thirty-day (30-day) effective date of resolutions under Arizona Statutes and the City Code. These laws do allow for the sooner passage of measures necessary due to an emergency.

The May 22, 2024, Council Meeting

At the May 22, 2024, Council Meeting, Resolution No. 2309 proposed the same action, to start the process for Home Rule. However, the item did not pass as an emergency, and the proposed dates for publication of the notice would not work.
Staff reviewed the legal deadlines and determined that there is still time to publish since the pro and con statements are not legally due until 90 days (under A.R.S. § 19-141(C)) before the November 5, 2024, election, which is August 7, 2024.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT RESOLUTION NO. 2318 AND DECLARE AN EMERGENCY.

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. 2318 - Home Rule Option

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

Resolution

No. 2318

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, INITIATING PROCEDURES FOR AN ALTERNATIVE EXPENDITURE LIMITATION (ALSO KNOWN AS THE HOME RULE OPTION) BY ADOPTING A NOTICE OF PUBLIC HEARINGS, ESTABLISHING A DEADLINE FOR SUBMISSION OF PRO AND CON STATEMENTS FOR THE NOVEMBER 5, 2024, GENERAL ELECTION BALLOT; AND DECLARING AN EMERGENCY.

WHEREAS, because Arizona is in the top states for fastest growing population, and San Luis is the sixth fastest growing city in Arizona, the City of San Luis, Arizona ("City"), the City has many needs to provide the services and infrastructure for its growing population; and

WHEREAS, the Arizona Constitution Article IX § 20 limits the dollar amount of its local revenue cities may spend; and

WHEREAS, the Arizona Constitution Article IX § 20(9) permits cities to have Alternative Expenditure Limitation (a) once the City Council has considered whether to go forward after two (2) public hearings, (b) if the City Council has approved moving forward with the Alternative Expenditure Limitation, then the Alternative Expenditure Limitation is submitted to the voters of the City, and (c) finally the Alternative Expenditure Limitation will be permitted if the voters pass the new expenditure limitation with the amount set by the Arizona Auditor General; and

WHEREAS, on February 14, 2024, through Resolution No. 2303, the City Council ordered that the General Election be held on November 5, 2024; and

WHEREAS, Resolution No. 2303 did not contain that the Alternative Expenditure Limitation would be on the ballot, nor the notice of public hearings, nor the deadline for pro and con statements before the November 5, 2024, General Election; and

WHEREAS, this Resolution No. 2318 will allow the City Council to start the process to potentially lift the expenditure limitation, enabling the City to use local revenue it already has and submit the question to the voters on the November 5, 2024, General Election Ballot;

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

Section 1: City Council approves and adopts the form of notice of public hearings for Special Meetings of the City Council on July 3, 2024, at 6:00 p.m. and July 10, 2024, at 5:30 p.m. regarding the Alternate Expenditure Limitation attached to this Resolution No. 2318 as Exhibit A and the Exhibit is incorporated into this Resolution No. 2318 by this reference.

Section 2: The City Council authorizes the City Clerk to request arguments for and against the Alternative Expenditure Limitation, which shall be submitted to the City Clerk no later than 6:00 p.m. on August 7, 2024.

Section 3: The City Council authorizes and directs the appropriate City officers and employees to perform all necessary or desirable acts to give effect to Resolution No. 2318.

Section 4: The immediate operation of the provisions of this Resolution No. 2318 is necessary for the preservation of the public peace, health, and safety of the City of San Luis because, under Arizona law, the notice of public hearings must be published in a newspaper for two (2) consecutive weeks, with the first publication no later than June 21, 2024, leaving insufficient time to allow for the thirty days for the Resolution to become effective.

PASSED, APPROVED, AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this ____ day of June 2024.

Nieves Riedel, Mayor

Attest:

Sonia Cornelio, City Clerk

Approved As to Form:

Kay Marion Macuil, City Attorney

Exhibit A

NOTICE

CITY OF SAN LUIS, ARIZONA, NOTICE OF PUBLIC HEARINGS REGARDING THE CITY'S PROPOSAL TO ADOPT AN ALTERNATIVE EXPENDITURE LIMITATION, ALSO KNOWN AS THE HOME RULE OPTION.

The City of San Luis gives notice under A.R.S. § 41-563.01 of two (2) Public Hearings to be held:

Place: San Luis City Hall
City Council Chamber
1090 East Union Street
San Luis, Arizona

Special City Council Meeting
Date: Wednesday, July 3, 2024,
Time: 6:00 p.m. and

Special City Council Meeting
Date: Wednesday, July 10, 2024
Time: 5:30 p.m.

At the above place, dates, and times, the City Council will accept verbal or written comments on the proposed adoption of an Alternative Expenditure Limitation, also known as the Home Rule Option, as authorized by the Arizona Constitution Article IX, § 20(9).

Ballot statements supporting or opposing the adoption of an Alternative Expenditure Limitation for the City of San Luis must be submitted to the City Clerk at 1090 East Union Street, San Luis, no later than **August 7, 2024, at 6:00 p.m.** for them to appear on the November 5, 2024, ballot.

By order of the City of San Luis City Council

Signed:

_____
Sonia Cornelio, City Clerk

Exhibit A
to
Resolution No. 2318