



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, February 25, 2026. 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 Miércoles, 25 de Febrero del 2026. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349. El público está invitado a la junta.

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

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

ESTE AVISO ES DADO POR:

/f/ Sonia Cornelio, Actuaría de la Ciudad

AMENDED AGENDA 2/24/2026
PREVIOUSLY ITEM NO. 6.C. HAS BEEN REMOVED



AGENDA
Regular Meeting
San Luis City Council
Council Chambers
1090 E. Union Street
San Luis, AZ 85349
February 25, 2026
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

Any opening invocation that is offered before the official start of the Council meeting shall be the voluntary offering of a private person, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff. The city is not allowed by law to endorse the religious or non-religious beliefs or views of such speakers. Any invitation to stand during the Pledge of Allegiance or invocation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any Pledge of Allegiance or an opening invocation that is offered.

Toda invocación inicial que se ofrezca antes del inicio oficial de la sesión del Cabildo será una ofrenda voluntaria de una persona particular, para beneficio del Cabildo. Las opiniones o creencias expresadas por quien haga la invocación no han sido revisadas ni aprobadas previamente por el Cabildo ni por el personal de la ciudad. La ley no permite a la ciudad respaldar las creencias o puntos de vista religiosos o no religiosos de dichos oradores. Cualquier invitación a ponerse de pie durante el Juramento a la Bandera o la invocación no se interpretará como una exigencia, orden ni ningún otro tipo de mandato. Ninguna persona presente en la sesión estará obligada a participar en el Juramento a la Bandera ni en ninguna invocación inicial que se ofrezca.

4. CALL TO THE PUBLIC

This is the time for the public to comment. Under A.R.S. § 38-431.01(I), Members of the City Council shall not discuss or take legal action on matters raised during an open call to the public that are not properly noticed on this agenda for discussion and legal action. At the conclusion of an open call to the public, individual Members of the City Council may respond to criticism made by those who have addressed the City Council, may ask staff to review a matter, or may ask that a matter be put on a future agenda.

5. PROCLAMATIONS/PRESENTATIONS

5. A. Proclamation on Read Across America Week March 2-6, 2026

5. B. Proclamation on International Women's Day March 8, 2026

5. C. Presentation and recognition of the 2025 - 4th Quarter Awardees by the Employee Recognition and Awards Program (ERAP) for their outstanding work with the City of San Luis. **(Enrique Lopez, ERAP Chair)**

5. D. Presentation on the economic value of Arizona Western College (AWC) in Yuma and La Paz Counties. **(Susanna M. Zambrano, AWC Dean of Regional Centers and Adult Education)**

5. E. Presentation by the Greater Yuma Economic Development Corporation (GYEDC) on the updated Comprehensive Economic Development Strategy (CEDS). **(Amber Shek, Greater Yuma Economic Development Corporation)**

6. 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.

6. A. MINUTES OF

- Regular Council meeting held January 28, 2026

6. B. DISBURSEMENTS

From February 3, 2026 to February 17, 2026

Total \$1,849,451.16 (One Million, Eight Hundred Forty-Nine Thousand, Four Hundred Fifty-One Dollars and Sixteen Cents)

7. DISCUSSION AND POSSIBLE ACTION ITEMS:

7. A. Discussion and possible action on any and all matters regarding the appointment of a San Luis representative to serve on the Yuma County Library District Board of Trustees.
(ITEM CONTINUED FROM THE REGULAR COUNCIL MEETING HELD JANUARY 28, 2026) **(Jenny Torres, Acting City Manager)**

7. **B.** Discussion and possible action on any and all matters regarding the re-appointment of three (3) City of San Luis residents to serve on the City of San Luis Planning and Zoning Commission. (ITEM CONTINUED FROM THE REGULAR COUNCIL MEETING HELD JANUARY 28, 2026) **(Jose A. Guzman, Director of Development Services)**
7. **C.** Discussion and possible action on any and all matters regarding the City of San Luis accepting the proposed change order No. 3 from Pacific Advanced Civil Engineering, Inc. (PACE) pertaining to the design and construction phases of the West Wastewater Treatment Plant Expansion. **(Jorge Perez, Assistant Director of Public Works)**
7. **D.** Discussion and possible action on any and all matters regarding the award of a contract to Kimley Horn and Associates, Inc. for design and professional services for Well Site #3 Water Tank and Hydropneumatic Tank Rehabilitation. **(Tomas Sanchez, City Engineer)**
7. **E.** Public Hearing followed by discussion and possible action on any and all matters regarding the recommendation of a Special Event Liquor License Application to the Arizona Department of Liquor Licenses and Control to authorize the San Luis FRONTERA Rotary Club to sell alcohol at the Asado and Brew Festival - A Founders Day Celebration on Saturday, April 11, 2026. **(Marcos Ramirez, San Luis Frontera Rotary Club)**
- A. Staff and/or Applicant presentation
 B. Open Public Hearing
 C. Call to the public on this item
 D. Close Public Hearing
 E. Action on Special Event Liquor License Application to the Arizona Department of Liquor Licenses & Control
7. **F.** Discussion and possible action on any and all matters regarding authorization to purchase 13 portable handheld radios for the San Luis Police Department using Fiscal Year 2025-2026 Capital Improvement Budgeted Funds. **(Alan Guevara, Lieutenant)**
7. **G.** Discussion and possible action on any and all matters regarding Ordinance No. 481. An Ordinance of the Mayor and City Council of the City of San Luis, Arizona, repealing San Luis City Code Section 5.15.070, and amending Sections 5.15.010, 5.15.020, 5.15.030, and 5.15.990 to remove references to taxi stands and taxi waiting stands; repealing conflicting revisions and providing for severability. **(Nigel Reynoso, Chief of Police)**
- A. Action on reading of Ordinance No. 481 by title only.
 B. Action on Ordinance No. 481
8. **SUMMARY OF CURRENT EVENTS**
 Events by Mayor, Council Members and/or City Manager pursuant to A.R.S. § 38-431.02 (K).

9. EXECUTIVE SESSION

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

Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A)(1), (3) and (4) on any and all matters relating to the position of City Manager to discuss or consider employment, assignment, appointment of Jenny Torres and/or discussion of approval of terms and/or conditions pursuant to San Luis City Code § 34.20, and consultation with the City Attorney or City's attorneys regarding the same. **(Joe Estes, Interim City Attorney)**

10. MOTION TO GO BACK INTO REGULAR SESSION

11. DISCUSSION AND POSSIBLE ACTION ITEM:

Discussion and possible action on any and all matters regarding an employment contract for Jenny Torres as the City Manager. **(Joe Estes, Interim City Attorney)**

12. ADJOURNMENT



PROCLAMATION

Regular City Council Meeting

5. A.

Meeting Date: 02/25/2026

Title:

Proclamation on Read Across America Week March 2-6, 2026

Attachments

Proclamation



Proclamation
READ ACROSS AMERICA WEEK
March 2-6, 2026

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

WHEREAS, the citizens of San Luis, Arizona, stand firmly committed to promoting reading as the catalyst for our students' future academic success, their preparation for America's jobs of the future and their ability to compete in a global economy; and

WHEREAS, our local schools have provided significant leadership in community involvement in the education of our youth, grounded in the principle that educational investment is key to the community's well-being and long-term quality of life; and

WHEREAS, the initiative was established by the National Education Association (NEA) in 1998, to work for the betterment of public education with events organized in libraries, schools, book clubs and communities; and

WHEREAS, by recommitting improvements to literacy and raising the expectations we have for our students, schools and ourselves, we will secure the future for our children and give every child a chance to succeed; and

WHEREAS, Read Across America Day falls on the same day as the birthday of children's book author Dr. Seuss, so, naturally, it is a tradition to read his storybooks on this day. Parents, teachers, students and members of society all come together to celebrate the joys of reading and to encourage them to become a habit for children.

NOW, THEREFORE, BE IT RESOLVED, that I, Nieves Riedel, Mayor of the City of San Luis, Arizona, do hereby proclaim March 2-6, 2026, as "**Read Across America Week**" and call on the citizens of San Luis to encourage literacy and a love of reading among children and to inspire them to explore the world of books and reading.

DATED this 25th day of February 2026.

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk



PROCLAMATION

Regular City Council Meeting

5. B.

Meeting Date: 02/25/2026

Title:

Proclamation on International Women's Day March 8, 2026

Attachments

Proclamation



Proclamation
INTERNATIONAL WOMEN'S DAY
March 8, 2026

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

WHEREAS, International Women's Day is celebrated in many countries around the world; and

WHEREAS, it is a day when women are recognized for their achievements without regard to divisions, whether national, ethnic, linguistic, cultural, economic, or political; and

WHEREAS, International Women's Day has assumed a new global dimension for women in developed and developing countries alike; and

WHEREAS, each year on March 8th, countries around the world lift the achievements of women leaders in their societies to recognize and celebrate the leadership role that women play in business, academia, government, community-building, and families; and

WHEREAS, it offers an opportunity to reflect on progress made, to call for change, and to celebrate acts of courage and determination by ordinary women who have played an extraordinary role in the history of their countries and communities.

NOW, THEREFORE, BE IT RESOLVED, that I, Nieves Riedel, Mayor of the City of San Luis, Arizona, do hereby proclaim March 8, 2026, as “**International Women’s Day**” and call on the citizens of San Luis to observe this day with appropriate programs and activities.

DATED this 25th day of February 2026.

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk



PRESENTATION

Regular City Council Meeting

5. C.

Meeting Date: 02/25/2026

Submitted By: Crystal Ochoa, Parks & Recreation Department

Presentation Topic/Summary:

Presentation and recognition of the 2025 - 4th Quarter Awardees by the Employee Recognition and Awards Program (ERAP) for their outstanding work with the City of San Luis. **(Enrique Lopez, ERAP Chair)**

Attachments

ERAP 4th Quarter Winner - Achievement Award
ERAP 4th Quarter Winner - Award of Excellence
ERAP 4th Quarter Winner - Customer Service Award
ERAP 4th Quarter Winner - Employee of the Quarter
ERAP 4th Quarter Winner - Employee of the Year 2025
ERAP 4th Quarter Winner - Rookie of the Year 2025
ERAP 4th Quarter Winner - Safety Award

ACHIEVEMENT AWARD



Honoring your exceptional effort and commitment to successfully completing important projects that contribute to our organization's growth and community impact. Your dedication makes a difference.

4th Quarter Winner

**Chief Nigel
Reynoso**

AWARD OF EXCELLENCE



We are delighted to acknowledge employees whose dedication, integrity, and performance exemplify workplace excellence.

Your commitment makes a meaningful impact on your team, goals, and those we serve.

Thank you for setting a high standard and being a valued part of our organization!

4th Quarter Winner

Michelle Boucher

CUSTOMER SERVICE AWARD



We are proud to recognize employees who consistently go above and beyond to deliver exceptional service.

Their dedication, professionalism, and commitment to meeting the needs of others truly exemplify what excellent customer service is all about.

4th Quarter Winner

**Ana Maria
Camacho**

EMPLOYEE OF THE QUARTER



We are honored to recognize a team member whose exceptional performance and dedication raise the standard within their department.

Their reliability, professionalism, and commitment to serving the community reflect the highest values of the fire service.

Congratulations on this well-deserved recognition, and thank you for going above and beyond in all you do.

4th Quarter Winner

Justin Phillips

EMPLOYEE OF THE YEAR



Your hard work and dedication to your department and the City of San Luis is greatly appreciated and will not go unnoticed. We recognize and appreciate your dedicated efforts.

2025

Javier Gonzalez

ROOKIE OF THE YEAR



Your hard work and dedication to your department and the City of San Luis is greatly appreciated and will not go unnoticed. We recognize and appreciate your dedicated efforts.

2025

Nathzeli Ramirez

SAFETY AWARD



Your hard work and dedication to your department and the City of San Luis is greatly appreciated and will not go unnoticed. We recognize and appreciate your dedicated efforts.

4th Quarter Winner

Rodolfo Ordaz



PRESENTATION

Regular City Council Meeting

5. D.

Meeting Date: 02/25/2026

Submitted By: Sonia Cornelio, City Clerk's Office

Presentation Topic/Summary:

Presentation on the economic value of Arizona Western College (AWC) in Yuma and La Paz Counties.
(Susanna M. Zambrano, AWC Dean of Regional Centers and Adult Education)

Attachments

Presentation



SUSANNA ZAMBRANO
**DEAN OF REGIONAL CENTERS AND ADULT
EDUCATION**





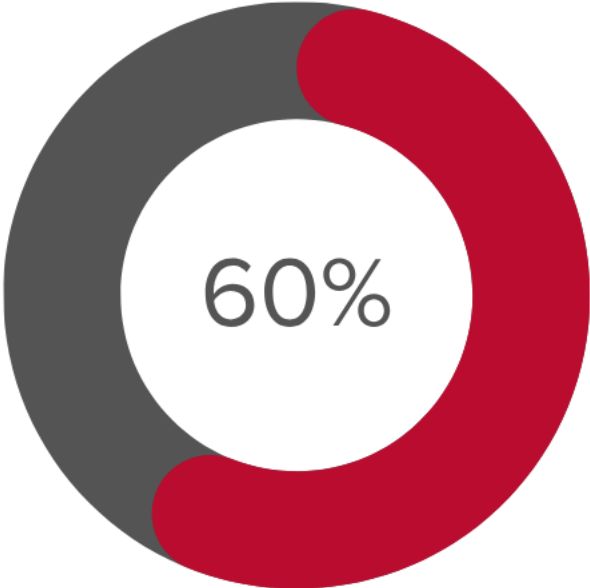
THE ECONOMIC VALUE

of Arizona Western College

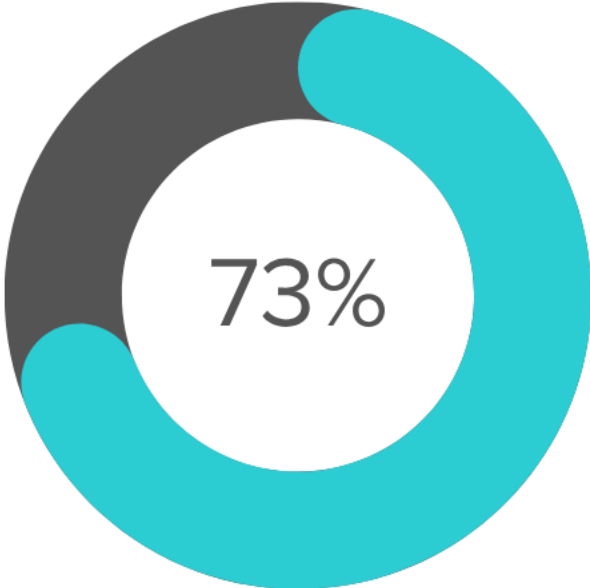


**ARIZONA
WESTERN**
COLLEGE

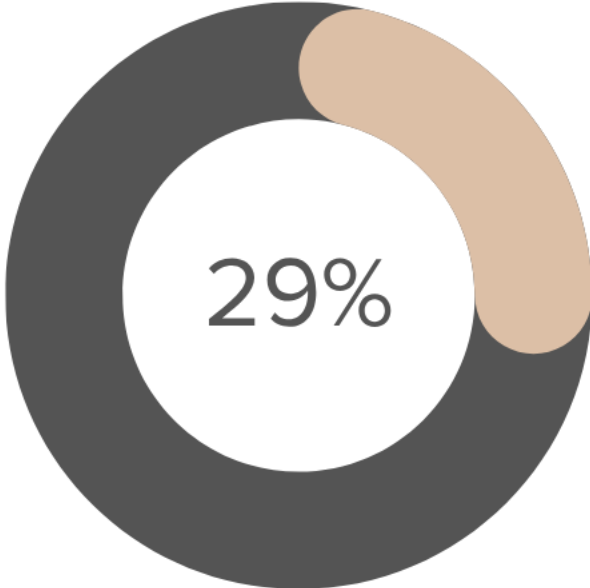
OUR STUDENTS



FIRST GENERATION



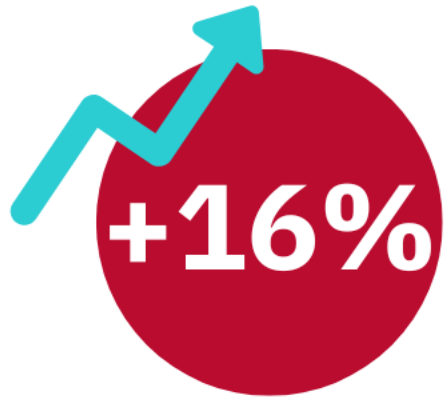
HISPANIC/LATINO



EARLY COLLEGE

ENROLLMENT & COMPLETION

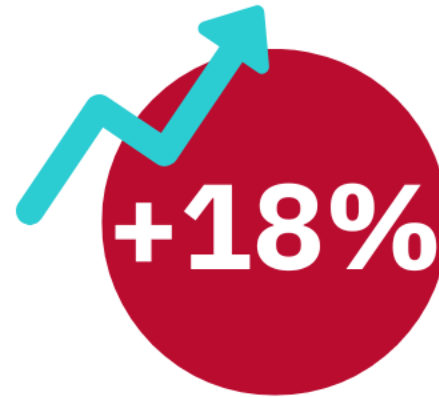
A DECADE OF GROWTH



INCREASE IN
STUDENT
HEADCOUNT



INCREASE IN FULL-
TIME STUDENT
EQUIVALENTS



INCREASE IN
CREDENTIALS
AWARDED



INCREASE IN TOTAL
GRADUATES



ACADEMIC SUCCESS RATE (PASSING GRADES)
INCREASE OF 5%

AY 15-16 to 24-25



ARIZONA TRANSFER

SUCCESS BEYOND ARIZONA WESTERN



**NEW TRANSFER STUDENTS
FROM AWC TO ASU, NAU, UA**



**NEW TRANSFER STUDENTS
FROM AZ COMMUNITY
COLLEGES TO ASU, NAU, UA**



**4-YEAR UNIVERSITY
GRADUATION RATE OF
NEW TRANSFERS FROM
AWC TO ASU, NAU, UA**

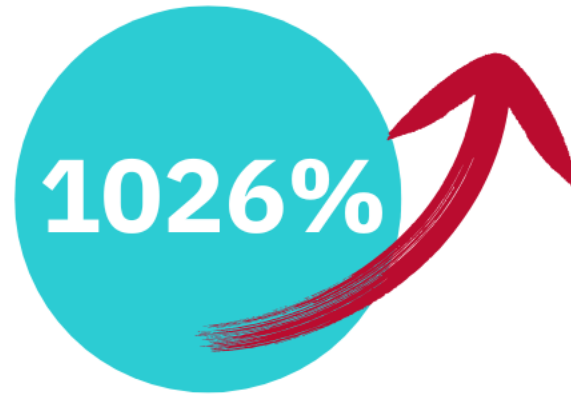
OVER 4 YEARS

THE EARLY COLLEGE EXPERIENCE

CREATING A COLLEGE-GOING CULTURE



**DISCOUNTED TUITION
FOR EARLY COLLEGE
STUDENTS**



**GROWTH IN
DUAL/CONCURRENT
ENROLLMENT OVER 9 YEARS**



**HIGH SCHOOL STUDENTS
EARNED AN ASSOCIATE'S
IN MAY 2025 - BEFORE
THEY RECEIVED THEIR HS
DIPLOMA**



What is an **ECONOMIC IMPACT ANALYSIS?**

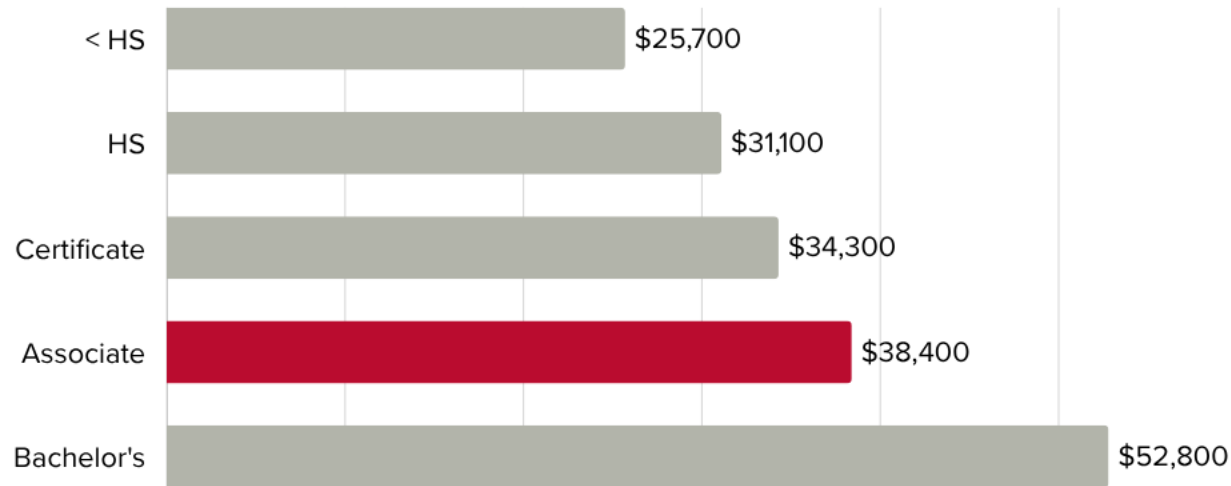
Measures how an event or institution affects the local economy.

What is an **INVESTMENT ANALYSIS?**

A comparison of the costs and benefits to determine return on investment.

About Yuma and La Paz Counties

Average Earnings by Education Level



\$10.1 billion

Total Gross Regional
Product (GRP)



109,028

Total Jobs



ECONOMIC IMPACT ANALYSIS



Operations Spending Impact

College payroll and other spending + ripple effects

\$51.1 MILLION

Added regional income

1,351

Jobs supported in the region



\$42 MILLION

Building & Construction Expenditures

Law Enforcement Training Academy
Residence Hall
Matador Activity Center

\$0

Additional local taxpayer dollars



ECONOMIC IMPACT ANALYSIS



Student Spending Impact

Relocated & retained student spending + ripple effects

\$9.3 MILLION

Added regional income

147

Jobs supported in the region



Alumni Impact

Higher alumni earnings and increased business profit + ripple effects

\$256.8 MILLION

Added regional income

3,158

Jobs supported in the region



ECONOMIC IMPACT ANALYSIS

Total Impact

\$319.2 MILLION

**Total income added
in the region**

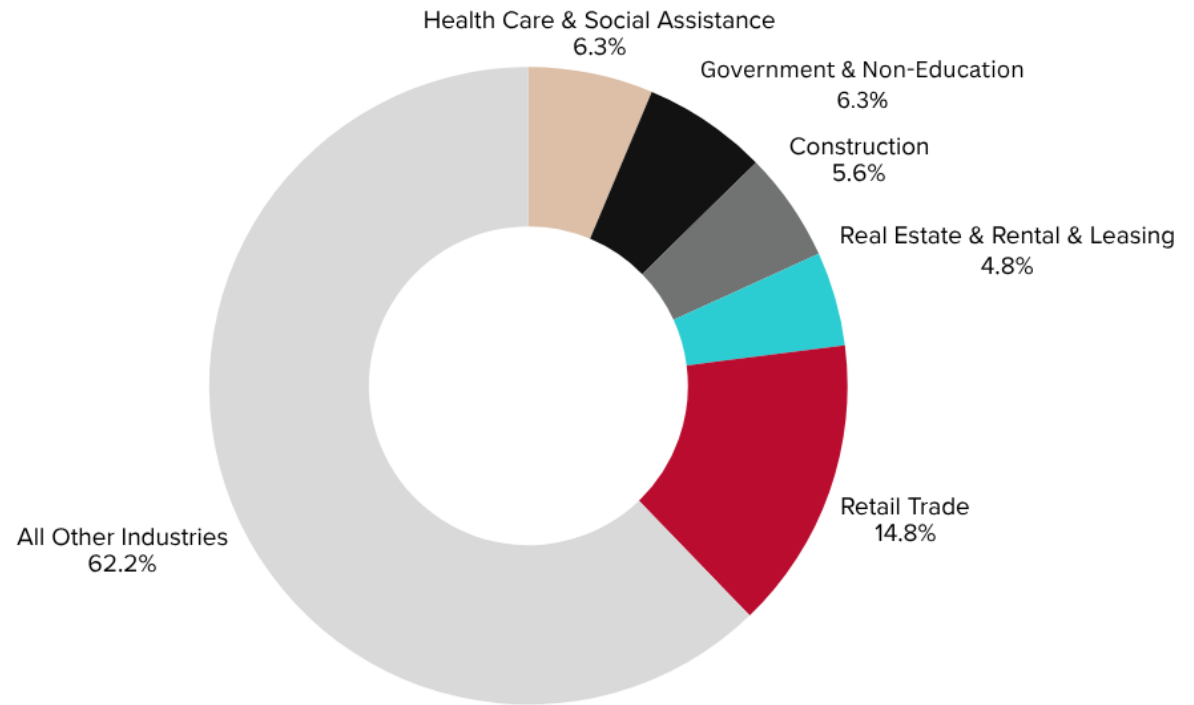
3.2%

of region's GRP

4,688

Total jobs supported in the region

1 out of **23** jobs in the region



Impacts by industry (jobs supported)



INVESTMENT ANALYSIS



Student Perspective

\$232.6 MILLION

Benefit: Higher future earnings

\$48.2 MILLION

Cost: Tuition, supplies, opportunity cost

4.8

Benefit/Cost Ratio

16.2%

Rate of Return



Taxpayer Perspective

\$70.4 MILLION

Benefit: Future tax revenue, government savings

\$62.9 MILLION

Cost: State and local funding

1.1

Benefit/Cost Ratio

1.3%

Rate of Return



Social Perspective

\$903.1 MILLION

Benefit: Growth in state economic base, future earnings, and private/social savings

\$133.7 MILLION

Cost: All college and student costs

6.8

Benefit/Cost Ratio

N/A*

Rate of Return

Source: Lightcast

Future benefits are discounted to the present.

*The rate of return is not reported for the social perspective because the beneficiaries are not necessarily the same as the original investors.

OUR MISSION IN ACTION

Transforming lives through education and
partnerships to create

thriving communities.





PRESENTATION

Regular City Council Meeting

5. E.

Meeting Date: 02/25/2026

Submitted By: Armando Esparza, Economic Development

Presentation Topic/Summary:

Presentation by the Greater Yuma Economic Development Corporation (GYEDC) on the updated Comprehensive Economic Development Strategy (CEDS). **(Amber Shek, Greater Yuma Economic Development Corporation)**

Attachments

CEDS Presentation



2025–2030 Comprehensive Economic Development Strategy (CEDS)

Approved Regional Plan for Yuma and La Paz County, AZ

“A roadmap for investment, resilience, and coordination.”



COLORADO RIVER BASIN

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY



Purpose of the Approved CEDS and why it matters

Why the CEDS Matters

- The CEDS is the region's **official economic development strategic plan**
- It identifies **priority projects** and shared goals
- It strengthens the County's position for **federal and state funding**
- It aligns partners around **one coordinated strategy**



The CEDS as a Funding & Coordination Tool

The CEDS provides **documentation + priorities that** grant reviewers look for. It improves regional coordination by reducing duplication and aligning partners around shared priorities.

- Infrastructure planning
- workforce initiatives
- Industry support
- Resilience / Recovery efforts

CEDS → Priorities → Projects → Grant Applications → Investment





Current projects added to the CEDS

Nominating Agency	Project Name/Description
City of San Luis	Downtown San Luis Redevelopment Design
City of San Luis	County 25th Extension to Avenue B Design
GYEDC on behalf of City of Yuma	Yuma Spaceport
City of Yuma	Strategic Planning for Industrial Use and Rail Spur Development
Yuma County	Avenue D/E Corridor Project
Town of Wellton	Williams Street road connector to facilitate proposed mixed-use/resort development
City of Somerton	Industrial infrastructure development (roads, water and sewer) for future distribution & manufacturing growth
City of Somerton	Somerton Innovation & Business Incubation Hub
Town of Parker & Colorado River Indian Tribe (CRIT)	Joint Venture Sewage Plant (addressing critical capacity issue)
Cocopah Indian Tribe	Cocopah Tribal Butcher Shop and Meat Processing Facility
La Paz County Parks	La Paz County RV Park Sewer Project
Town of Parker	Emergency Services Safety Center – Annexed Community
La Paz EDC on Behalf of La Paz County	Strategic Planning for Industrial Development and Rail Spur Access to County Landfill

CEDS → Priorities → Projects → Grant Applications → Investment

Next steps: How We'll Use the CEDS

The CEDS will be used as a working tool, not a shelf document

- Keep a living list of priority projects
- Match projects to upcoming funding programs
- Use as a framework for regional meetings + partnerships
- Track progress and update priorities over time

CEDS → Priorities → Projects → Grant Applications → Investment

The County's Role Going Forward

The County's involvement helps turn the CEDS into action through leadership, coordination, and support for priority projects

- Lead and advocate for priority projects
- Help move projects from concept to grant-ready
- Strengthen regional alignment through EDD participation
- Connect local partners to support implementation

CEDS → Priorities → Projects → Grant Applications → Investment





Q & A

Thank you

CEDS → Priorities → Projects → Grant Applications → Investment



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

6. A.

Meeting Date: 02/25/2026

Summary

MINUTES OF

- Regular Council meeting held January 28, 2026

Attachments

1/28/2026 RCM

MINUTES
Regular Council Meeting
San Luis City Council
San Luis Council Chambers
1090 E. Union Street
San Luis, AZ 85349
January 28, 2026
6:00 p.m.

1. CALL TO ORDER/ROLL CALL

Mayor Nieves Riedel called the meeting to order at approximately 6:00 p.m.

PRESENT: Council Member Luis E. Cabrera
Council Member Maria Cecilia Cruz
Council Member Tadeo Azael De La Hoya
Council Member Esteban C. Rosales
Council Member Lizeth Servin
Vice Mayor Javier Vargas
Mayor Nieves Riedel

OTHERS PRESENT: Jenny Torres, Acting City Manager
Kay Macuil, City Attorney
Sonia Cornelio, City Clerk
Adela Cortez, Director of Human Resources
Angelica Roldan, Director of Parks & Recreation
Antonio Maldonado, Multimedia Production &
Operations Specialist
Armando Esparza, Director of Economic Development
Damian Miller, Police Lieutenant
Domingo Sosa, Graphics and Media Specialist
Edgar Esparza, Billing & Collections Manager
Eulogio Vera, Director of Public Works
Francia Alonso, Public Information Officer
Isael Gomez, Records Management Specialist
Janet Taylor, Legal Assistant
Jeziel Banos, IT Help Desk Technician
Johnnie Morris, Fire Battalion Chief
Jorge Perez, Assistant Director of Public Works
Maria Barajas, Human Resources Manager
Maria Sabori, Risk Manager
Melissa Lopez, Deputy City Clerk
Miguel Ramirez, Finance Accounting Manager
Olivia Jenkins, Administrative Services Manager
Roula Encinas, Director of Finance
Tomas Sanchez, City Engineer

Vanessa Iturbide, Graphics and Media Specialist
Victor De La Torre, Safety Officer
Christian Cuevas, Meeting Interpreter
Cesar Neyoy, Reporter
David Lara, Yuma Co. Recorder/Resident
Elida Valenzuela, Police Chaplain
Fabher Sanchez, Resident
Guillermina Fuentes, Resident
Joe Harper, San Luis Facility Development
Corporation/Resident
Juanita Toledo, Resident
Luisa Arreola, Resident
Maria Gonzalez, Resident
Maria Robles, Resident
Mark Concha Jr., Resident

2. PLEDGE OF ALLEGIANCE

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

3. INVOCATION

The invocation was performed by Ms. Elida Valenzuela, Police Chaplain.

4. CALL TO THE PUBLIC

Ms. Georgina Escamilla, owner of Panchita's Restaurant, stated that she has been experiencing issues with people dumping trash at her restaurant large items that are left at her place. Besides being difficult for her to dispose of, she must also pay to have it removed from her property. It is not the first time this has happened, but now it is out of control. She has contacted the Police Department and the Department of Public Works and has been told that they cannot do anything since it is private property. She asked the Mayor and City Council to please help with this matter by informing residents that commercial trash containers are for businesses, not for the public. She knows about the city's annual clean-up campaigns; perhaps the city can provide other options for residents.

5. PROCLAMATIONS/PRESENTATIONS

5. A. Proclamation on SkillsUSA Week - February 2-6, 2026

5. B. Proclamation on Career and Technical Education Month - February 2026

5. C. Proclamation on Teen Dating Violence Prevention and Awareness Month - February 2026

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

5. D. Presentation by San Luis High School on their Career Technical Education Programs. (San Luis High School CTE Leaders)

Miss Violeta Acosta, CTE Leader and SLHS CTE Co-President; Mr. Junior Figueroa, CTE Leader and SLHS CTE Co-President; Mr. Angel Vargas, CTE Ambassador and SLHS Chapter; and Miss. Angie Soto, CTE Leader and SLHS Chapter Vice President, provided a presentation on their 16 San Luis High School Career Technical Education (CTE) Programs and the impact these programs have made in their life.

Mayor Nieves Riedel and Council Members thanked the CTE Leaders for their presentation, congratulated them and added that she is proud to be their Mayor. She also acknowledged the teachers and parents.

The City Council made some remarks congratulating and thanking the CTE Leaders.

5. E. Presentation by the Yuma County Recorder's Office on fraud alert for properties. (Cinthya Romero, Recording Supervisor and David Lara, Recorder)

Mr. David Lara, Recorder, provided a video explaining how to register for the recording alert system, a free service that notifies registered participants whenever their name appears on a document to be recorded for their awareness. He added that this service is being provided because of fraud involving properties not only in big cities but also in small communities and rural areas. In the Spanish-speaking community, it is unfortunate that family members take advantage of the elderly, like their parents or grandparents, signing over their deeds, their property. He added that he provided this presentation to seniors at the San Luis Senior Center. An invitation to attend an event promoting the fraud alert was issued for February 4, 2026.

Mayor Nieves Riedel thanked Mr. Lara for the presentation.

Council Member Esteban C. Rosales thanked Mr. Lara and mentioned that this is a great tool for the community to know about.

5. F. Presentation and recognition to Ms. Kay Marion Macuil for her 12 years of dedicated service to the City of San Luis, serving as Assistant City Attorney from 2014 to 2015 and as City Attorney from 2015 to present. (Mayor and City Council)

Ms. Jenny Torres, Acting City Manager, presented Ms. Macuil with a certificate of appreciation and a plaque for her years of dedicated service to the City of San Luis.

Mayor Nieves Riedel and the City Council thanked Ms. Macuil and congratulated her. Each elected official provided some remarks.

6. 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.

6. A. MINUTES OF

- Special Council meeting held December 17, 2025

6. B. DISBURSEMENTS

From January 3, 2026 to January 20, 2026

Total \$2,180,588.61 (Two Million, One Hundred Eighty Thousand, Five Hundred Eighty-Eight Dollars and Sixty-One Cents)

MOTION: Council Member Luis E. Cabrera/Vice Mayor Javier Vargas to approve the Consent Agenda. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

7. DISCUSSION AND POSSIBLE ACTION ITEMS:

At the request of the Legal Department, Item No. 9 was moved to be the first item on the agenda, there was no opposition from the City Council.

9. EXECUTIVE SESSION

Discussion and possible action to hold an executive session jointly with San Luis Facility Development Corporation pursuant to A.R.S. § 38-431.03(A)(3)(4) and (7) on any and all matters regarding the possible sale of the San Luis Detention Center for discussion or consultation for legal advice with the San Luis Facility Development Corporation's legal counsel in order to consider the Corporation's position and instructs its legal counsel. (Kay Marion Macuil, General Counsel and Bill Sims, Outside Counsel)

MOTION: Mayor Nieves Riedel/Vice Mayor Javier Vargas to go into Executive Session at approximately 6:41 p.m. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

10. MOTION TO GO BACK INTO REGULAR SESSION

MOTION: Council Member Tadeo Azael De La Hoya/Vice Mayor Javier Vargas to go back into Regular Session at approximately 7:09 p.m. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

7. A. Discussion and possible action on any and all matters regarding the acceptance and approval for the filing of the Annual Comprehensive Financial Report for the City of San Luis, Fiscal Year Ended June 30, 2025. (Roula Encinas, Director of Finance, and Brittney Williams, Audit Partner from Heinfeld, Meech & Co., P.C.)

Ms. Roula Encinas, Director of Finance, introduced Ms. Brittney Williams, Engagement Partner for the City of San Luis Financial Statement Audit and Single Audit, from Heinfeld, Meech & Co., P.C. to report on the audit results for Fiscal Year ended June 30, 2025.

Ms. Williams provided a brief presentation on the Standards to Guide the Audit, Audit Reports Issues FY 2025, Independent Auditor's Report, Summary of Single Audit, Resources for Elected Officials.

There were some comments, questions and answers between Members of the City Council and Ms. Williams.

MOTION: Council Member Tadeo Azael De La Hoya/Vice Mayor Javier Vargas to accept and approve the filing of the Annual Comprehensive Financial Report for the City of San Luis for the Fiscal Year Ended June 30, 2025. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

7. B. Discussion and possible action on any and all matters regarding the appointment of a Council Member to serve on the Yuma County Library District Board of Trustees. (Jenny Torres, Acting City Manager)

Ms. Jenny Torres, Acting City Manager, stated that Council Member Luis E. Cabrera was serving as a board member and resigned as of January 6, 2026. His term will expire on June 30, 2026, and he will need to be replaced. She provided some history of this board. Ms. Torres also mentioned that an appointment is also needed for the upcoming 3-year term, which will commence on July 1, 2026. She recommended that the appointed Council Member, who is also finishing the current term, be appointed to serve the next three (3) years.

Council Member Luis E. Cabrera mentioned that the different entities do not always appoint a Council Member. They have also appointed directors of the corporation or community residents who express interest in serving on the board.

Ms. Torres said that if that is the route the City Council wants to go, then continuing the item is probably best to give Department Heads the opportunity to be part of this board, or to give the City Council any names of community members who might be interested.

MOTION: Council Member Luis E. Cabrera/Council Member Esteban C. Rosales to continue this item to the next regular meeting. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

7. C. Presentation update to City Council followed by discussion and possible direction to staff on any and all matters regarding the West Wastewater Treatment Plant Expansion Project. (Eulogio Vera, Director of Public Works)

Mr. Eulogio Vera, Director of Public Works, informed that this project was initiated back in 2021 with assessments on the treatment plants and determining which facility was best to expand and it was decided that the west plant was the best one to start with the expansion. The east plant is to be expanded, followed by that expansion. In 2024, the staff selected a Seymour Construction Manager at Risk for this type of project. Due to its size and complexity, the staff went through a request for qualifications (RFQ) process and selected one (1). They helped staff with pre-construction services and provided feedback on the project's constructability. That was based on a design that was being completed by PACE Engineering. The city did not reach an agreement; therefore, the staff selected PCL, candidate number two, for the Construction Manager at Risk (CMAR) role. Staff started pre-construction services with them, went through the process, and received feedback on constructability. They provided input and then the city could not come to terms with them either. Therefore, since there is a final, completed design, the city can benefit from going through the CMAR process and receiving contractors' feedback. Staff will go with the design-bid-build option for delivering this project. The city terminated pre-construction services with PCL at the end of 2025. Staff will go out to bid on the project and break it into three (3) phases. One will be the force main from lift station 300 through the treatment plant. The second would be the actual treatment plant itself. And then the third would be a building that is part of the expansion. The reason for having it in phases is to allow staff to start construction. Staff will start construction of the force main in the next couple of months. Then they will advertise in the next couple of months for the construction of the actual treatment plant. Staff will present items to the City Council in the future for approval of modifications or change orders with a design firm due to having three (3) bid packages. Staff went from CMAR to now design, bid, build, which is additional work from the engineering's perspective.

No action was required from the City Council on this item, as it was an update.

7. D. Discussion and possible action on any and all matters regarding the re-appointment of three (3) City of San Luis residents to serve on the City of San Luis Planning and Zoning Commission. (Jose A. Guzman, Director of Development Services)

Mr. Jose Guzman, Director of Development Services, stated that this item is for the re-appointment of three (3) Commission Members for the Planning and Zoning Commission. Mr. Marco Pinzon, Mr. Hugo Garcia, and Ms. Veronica Zavala expressed their interest in continuing to serve as Commission Members for an additional 4-year term, which will end in 2030. Their current term ends January 31st.

Mayor Nieves Riedel commented that she is glad that they are interested in continuing to serve, as this is something they do not get paid for, and sometimes, they get a lot of grief and complaints.

Council Member Tadeo Azael De La Hoya commented that, indeed, Commission Members do not get paid for serving. However, for the sake of consistency throughout the different boards and commissions, he would like to see them open to the public as well.

Council Members Maria Cecilia Cruz and Lizeth Servin agreed with Council Member Tadeo Azael De La Hoya's comment.

Council Member Luis E. Cabrera asked if the vacancies are advertised and awaiting filling, will that cause any problems for the commission at its meetings, since their terms expires on the 31st?

Mr. Guzman responded that they would continue to serve until the City Council fills the vacancies.

MOTION: Council Member Tadeo Azael De La Hoya/Council Member Esteban C. Rosales to appoint Marco Pinzon, Hugo Garcia and Veronica Zavala to the City of San Luis Planning & Zoning Commission with their terms to expire on January 31, 2030. The motion did not pass.

The vote was as follows:

Council Member Luis E. Cabrera	Nay
Council Member Maria Cecilia Cruz	Nay
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Nay
Vice Mayor Javier Vargas	Nay
Mayor Nieves Riedel	Aye

Ms. Jenny Torres, Acting City Manager, mentioned that staff will advertise for the positions and will bring the item back to the City Council for consideration. In the meantime, the current Planning & Zoning Commission Members will continue to serve until they are re-appointed or replaced by the City Council.

7. E. Discussion and possible action on any and all matters regarding Resolution No. 2391. A Resolution of the Mayor and City Council of the City of San Luis, Arizona, authorizing the submission of an FY 2026 Arizona State Parks & Trails Historic Preservation Heritage Fund grant application and approving all actions necessary to implement the proposed historic revitalization activities. (Armando Esparza, Director of Economic Development)

Mr. Armando Esparza, Director of Economic Development, explained that at the last City Council meeting, the cultural and economic revitalization plan was approved and one (1) of the recommendations from the plan is to advance completing a resource survey and nomination process. The federal registers recommended in the plan for the two (2) districts. Staff requested authorization and a local match commitment for a grant opportunity that would allow the city to begin the process of determining which properties are eligible for federal tax credits. at the state level for preservation rehabilitation grants. Staff is proposing a \$90,000.00 project that would include \$40,000.00 for historic surveys and registration nominations, and \$50,000.00 for redevelopment strategies and planning. Staff is seeking authorization to submit to the Arizona Historic Preservation Fund and to commit the 40% local match. Additionally, staff is working with Campesinos Sin Frontera on applying for a separate grant that would cover the local match commitment if awarded.

Council Members Luis E. Cabrera and Lizeth Servin commented on the noticeable improvements in downtown and thanked Mr. Esparza for working with local agencies and non-profit organizations.

MOTION: Vice Mayor Javier Vargas/Council Member Esteban C. Rosales to approve and adopt Resolution No. 2391, as presented. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

7. F. Discussion and possible action on any and all matters regarding the approval and adoption of Order No. 2026-01. An Order of the Mayor and City Council of the City of San Luis, Arizona to authorize the City of San Luis Police Department to receive funding for equipment by approving an Intergovernmental Agreement and authorizing execution of the Agreement Regarding the Local Border Support Grant, between the State of Arizona, through its Department of Public Safety, and the City of San Luis, Arizona authorized through the San Luis Police Department. (Damian Miller, Police Lieutenant)

Mr. Damian Miller, Police Lieutenant, indicated that the City of San Luis Police Department has been awarded \$511,383.80 in Local Border Support funding for the purchase of the following items:

1. \$7,803 for Ebikes,
2. \$367,424.80 for vehicles,
3. \$59,400 for Base Drone,
4. \$52,400 for Ballistic Vests, and
5. \$24,356 for Drone analytics.

The grant cycle ends June 30th, 2027.

MOTION: Council Member Luis E. Cabrera/Council Member Lizeth Servin to adopt Order No. 2026-01 approving the Intergovernmental Agreement for the Local Border Support grant and authorizing the Chief of Police to enter into the intergovernmental agreement on behalf of the city. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

7. G. Discussion and possible action on any and all matters regarding Ordinance No. 478. An Ordinance of the Mayor and City Council of the City of San Luis, Arizona, repealing Section 2.05.250 and replacing Section 2.05.220 of the City Code to clarify the timing of the oath of office and to create a consistent date to take office for the Mayor and City Council. (ITEM CONTINUED FROM THE SPECIAL COUNCIL MEETING HELD ON JANUARY 16, 2026) (Council Members Luis E. Cabrera, Lizeth Servin and Javier Vargas)

Council Member Luis E. Cabrera stated that it is best practice for staff and the community to know when their elected officials will assume office.

He added that the current city code, adopted many years ago, states that the Oath of Office will be administered after the general election at the first regular council meeting. However, due to the canvassing of votes, this may not occur. To allow the outgoing council to hold a recognition ceremony and reception for the incoming council, he thinks it would be best practice to designate the first Wednesday of December as the day the newly elected officials assume office together. Not the last Council, but the previous one, the Mayor was sworn in a conference room, and then the Council Members were sworn in the Council Chambers on a different date. Then, last year, when many stakeholders were present to congratulate the outgoing Council and welcome the new Council, the agenda was very busy. So, to prevent something like this, it is better to hold the ceremony rather than have it throughout the meeting.

Council Member Tadeo Azael De La Hoya asked whether there is a statute requiring them to wait until after the election canvass is formal.

Ms. Kay Macuil, City Attorney, responded that there are statutes on the matter and that this ordinance was written to comply with them, regardless of when the votes come in. It might not be the first Wednesday in December if they are still counting the votes, but this allows all those elected that year to be sworn in on that same date.

Comments, questions and answers ensued among the City Council and staff.

A. Action on Reading of Ordinance No. 478 by title only

MOTION: Council Member Luis E. Cabrera/Mayor Nieves Riedel to approve the Reading of Ordinance No. 478 by title only. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

Mrs. Sonia Cornelio, City Clerk, read Ordinance No. 478 by title only.

B. Action on Ordinance No. 478

MOTION: Mayor Nieves Riedel/Council Member Esteban C. Rosales to approve and adopt Ordinance No. 478, as presented. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

7. H. Discussion and possible action on any and all matters regarding payment for legal work of the city's outside counsel, Gammage & Burnham, for the federal lawsuit against the city, Gethsemani Baptist Church v. San Luis. (Kay Marion Macuil, City Attorney)

Ms. Kay Macuil, City Attorney, explained that this item is to catch up on bills related to the Gethsemani Baptist Church case brought against the city. To date, the total amount not approved by the City Council is \$118,189.07. She asked the City Council to ratify the amount, as payments have already been made.

MOTION: Vice Mayor Javier Vargas/Council Member Esteban C. Rosales to ratify \$118,189.07 in legal expenses to Gammage and Burnham, as presented. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

7. I. Discussion and possible action on any and all matters regarding Ordinance No. 480. An Ordinance of the Mayor and City Council of the City of San Luis, Arizona, amending City Code Sections 6.05.085 and 10.05.010 to update the definition for Animal Control Enforcement Officer and authorize Transit Enforcement Officer duties. (Kay Marion Macuil, City Attorney)

Ms. Kay Macuil, City Attorney, stated that Animal Control Officers already have authority under state statute to do all the things they do; however, there are misdemeanors, and this ordinance clarifies that they have the authority to do misdemeanors as far as animals are concerned. For Transit Enforcement Officers, the statute states that cities have authority, but they need an ordinance.

She added that the police want to give Transit Officers the authority to do accident investigations, which is authorized by state law, but the city must do it through an ordinance.

A. Action on Reading of Ordinance No. 480 by title only

MOTION: Council Member Esteban C. Rosales/Council Member Tadeo Azael De La Hoya to approve the Reading of Ordinance No. 480 by title only. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

Mrs. Sonia Cornelio, City Clerk, read Ordinance No. 480 by title only.

B. Action on Ordinance No. 480

MOTION: Council Member Esteban C. Rosales/Vice Mayor Javier Vargas to approve and adopt Ordinance No. 480, as presented. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	Aye

8. SUMMARY OF CURRENT EVENTS

Council Member Luis E. Cabrera commented that he appreciates Ms. Kay Macuil, City Attorney, for all her hard work and support in the past years, in answering his questions and providing feedback to help him be a better public servant. He wished Ms. Macuil a happy retirement.

Council Member Maria Cecilia Cruz thanked Ms. Macuil for her experience and professionalism, and for the moments when she remained neutral in chaotic situations.

Vice Mayor Javier Vargas thanked Ms. Macuil for her service, dedication, and hard work and wished her a happy retirement.

Council Member Lizeth Servin thanked Ms. Macuil for her professionalism and for always being accessible with a smile and wished her a happy retirement. On a separate note, she thanked Council Member Tadeo Azael De La Hoya for serving as Vice Mayor for the past year and welcomed Vice Mayor Javier Vargas in his new role.

Mayor Nieves Riedel reported that today the city had the honor of hosting Representative Adelita Grijalva. They went on a private tour of the Port of Entry, and she was amazed by the amount of work being done on the new port, but overall, by the way the city works with the Port Director and its officials in this project. She will probably return in March, along with Senators Mark Kelly and Ruben Gallego. She also reported that her company has donated five (5) acres to the City of San Luis in the east of the city with the intention of creating something unique to serve the community, which was not taken care of because of a lack of funding. Those five (5) acres have become a pet park that everyone in San Luis will be able to enjoy. She will announce the date to invite the community to attend and make it official early next month. This is a \$500,000.00 project funded by the Riedel Family for the residents of San Luis. They did not need to do it, but they wanted to. She thanked the staff for guiding them and providing ideas for this project. The park's name will be Oscar's Place in memory of her grandchildren's Yorkie. The park will have a mural by a local artist.

Council Member Tadeo Azael De La Hoya thanked Ms. Macuil, adding that he was in the interview and follow-up interview when she was hired, and that, ever since, she has been a great colleague, always with a smile, assisting elected officials.

Council Member Esteban C. Rosales stated he has known Ms. Macuil for 13 years but has worked with her for one (1) year. He wished her a happy retirement.

11. ADJOURNMENT

MOTION: Council Member Tadeo Azael De La Hoya/Mayor Nieves Riedel to adjourn the Regular Council meeting at approximately 7:58 p.m. The motion passed unanimously.

The vote was as follows:

Council Member Luis E. Cabrera	Aye
Council Member Maria Cecilia Cruz	Aye
Council Member Tadeo Azael De La Hoya	Aye
Council Member Esteban C. Rosales	Aye
Council Member Lizeth Servin	Aye
Vice Mayor Javier Vargas	Aye
Mayor Nieves Riedel	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 January 28, 2026. 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

6. B.

Meeting Date: 02/25/2026

Summary

DISBURSEMENTS

From February 3, 2026 to February 17, 2026

Total \$1,849,451.16 (One Million, Eight Hundred Forty-Nine Thousand, Four Hundred Fifty-One Dollars and Sixteen Cents)

Attachments

Disbursements



City of San Luis

Finance Department

COUNCIL MEETING FEBRUARY 25, 2026 Disbursement Report from 02/03/2026 TO 02/17/2026

<u>Bank Accounts</u>	<u>Check Date</u>	<u>Amount</u>	<u>Schedule</u>
Accounts Payable Check Account	02/06/2026	\$ 587,835.44	Schedule A
Payroll Check Account	02/10/2026	\$ 3,974.42	Schedule B
Payroll Check Account	02/11/2026	\$ 614,559.58	Schedule C
Accounts Payable Check Account	02/13/2026	\$ 643,081.72	Schedule D

Total Disbursements: \$ 1,849,451.16 -

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

RECEIVED

FEB 19 2026

CITY CLERK'S OFFICE

Prepared by Karla Plascencia: _____

Verified by Finance: _____

For Council approval on: _____

Mayor: _____

Council: _____

Payment Register

From Payment Date: 2/2/2026 - To Payment Date: 2/6/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
114357	02/03/2026	Open			Utility Management Refund	AGUILAR , MAYRA	\$107.74		
114358	02/03/2026	Open			Utility Management Refund	BORQUEZ V ROSARIO & YADIRA VALDEZ GRP #85	\$61.43		
114359	02/03/2026	Open			Utility Management Refund	BRENDA ROBLES , RAMON RAMIREZ &	\$125.06		
114360	02/03/2026	Open			Utility Management Refund	CASTANEDA NORIEGA, BRENDA GRP #85	\$10.96		
114361	02/03/2026	Open			Utility Management Refund	CORRAL WILLIAMS, KAITLYN, J	\$14.46		
114362	02/03/2026	Open			Utility Management Refund	DE LA VARA, JOSE, A	\$9.67		
114363	02/03/2026	Open			Utility Management Refund	ENCINAS ROBLES, EVELYN	\$88.50		
114364	02/03/2026	Open			Utility Management Refund	FELIX LIZARRAGA, LITZY P	\$178.50		
114365	02/03/2026	Open			Utility Management Refund	GARCIA, FRANCISCO GRP #85	\$20.78		
114366	02/03/2026	Open			Utility Management Refund	GOMEZ, VIVIANA OLVERA GRP #85	\$82.22		
114367	02/03/2026	Open			Utility Management Refund	GONZALEZ, JOSE & MARIA PANTOJA GRP #85	\$65.85		
114368	02/03/2026	Open			Utility Management Refund	GUERRERO SANTOYO, BRIAN GRP #85	\$84.80		
114369	02/03/2026	Open			Utility Management Refund	HAROS-COTA, LUCILA & JAIME NORIEGA	\$220.80		
114370	02/03/2026	Open			Utility Management Refund	HELSELEY BRECKEN & ALYSSA TAYLOR	\$249.51		
114371	02/03/2026	Open			Utility Management Refund	JAZMIN ZAMUDIO	\$52.18		
114372	02/03/2026	Open			Utility Management Refund	LEON, VERONICA	\$81.78		
114373	02/03/2026	Open			Utility Management Refund	LIZARRAGA ESPINOZA, SILVERIO	\$127.37		
114374	02/03/2026	Open			Utility Management Refund	MENDOZA, GEORGE, R	\$42.85		
114375	02/03/2026	Open			Utility Management Refund	OCEGUERA ARCOS , EDGAR E	\$50.33		
114376	02/03/2026	Open			Utility Management Refund	PAVON, CONSUELO A	\$39.23		
114377	02/03/2026	Open			Utility Management Refund	QUINTERO HERNANDEZ, EDGAR	\$6.15		
114378	02/03/2026	Open			Utility Management Refund	RIVERA VALENZUELA, MARIA & CHRISTIAN VALENZUELA	\$182.71		
114379	02/03/2026	Open			Utility Management Refund	ROMERO, ALMA DELIA	\$117.71		
114380	02/03/2026	Open			Utility Management Refund	SANCHEZ FIMBRES, FABHER ALAN	\$271.18		
114381	02/03/2026	Open			Utility Management Refund	SERVIN, AYLEEN A GRP #85	\$61.43		

Payment Register

From Payment Date: 2/2/2026 - To Payment Date: 2/6/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
114382	02/03/2026	Open			Utility Management Refund	SOLIS SANCHEZ, MARTIN & MAYRA S GRP #85	\$67.60		
114383	02/03/2026	Open			Utility Management Refund	SOTO IBARRA, BARBARA, G	\$24.95		
114384	02/03/2026	Open			Utility Management Refund	TEJEDA, LARITZA GRP #85	\$73.86		
114385	02/03/2026	Open			Utility Management Refund	URIBE TALAMANTES, PERLA	\$59.16		
114386	02/06/2026	Open			Accounts Payable	AAED	\$1,018.00		
114387	02/06/2026	Open			Accounts Payable	AMERICAN FIDELITY ASSURANCE CO	\$2,693.32		
114388	02/06/2026	Open			Accounts Payable	AMERICAN FIDELITY ASSURANCE CO	\$50.00		
114389	02/06/2026	Open			Accounts Payable	AQUADEI L.L.C.	\$447.66		
114390	02/06/2026	Open			Accounts Payable	ARCTIC GLACIER USA INC	\$176.40		
114391	02/06/2026	Open			Accounts Payable	ARIZONA PPERECON INC.	\$127.00		
114392	02/06/2026	Open			Accounts Payable	AVILA, FERNANDO	\$179.00		
114393	02/06/2026	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	\$79.21		
114394	02/06/2026	Open			Accounts Payable	BRUSH IT LLC	\$600.00		
114395	02/06/2026	Open			Accounts Payable	CAMACHO, JOSE, LUIS	\$200.00		
114396	02/06/2026	Open			Accounts Payable	CAMPESINOS SIN FRONTERAS	\$500.00		
114397	02/06/2026	Open			Accounts Payable	CASTILLO'S SOUTHWEST TOWING LLC.	\$165.00		
114398	02/06/2026	Open			Accounts Payable	CHAVEZ LOPEZ, JESUS	\$90.00		
114399	02/06/2026	Open			Accounts Payable	COCHRANE USA INC.	\$10,443.97		
114400	02/06/2026	Open			Accounts Payable	CODE PUBLISHING COMPANY	\$1,010.00		
114401	02/06/2026	Open			Accounts Payable	COMMERCIAL ENERGY SPECIALISTS, LLC	\$5,275.20		
114402	02/06/2026	Open			Accounts Payable	DPE CONSTRUCTION, INC	\$377,923.75		
114403	02/06/2026	Open			Accounts Payable	ESPINOZA, ROGER	\$179.00		
114404	02/06/2026	Open			Accounts Payable	FIREFIGHTER SELECTION, INC.	\$1,000.00		
114405	02/06/2026	Open			Accounts Payable	G&T ALARM CO LLC	\$78.00		
114406	02/06/2026	Open			Accounts Payable	GUARDIAN ALLIANCE TECHNOLOGIES, INC.	\$130.00		
114407	02/06/2026	Open			Accounts Payable	HIGUERA, JONATHAN	\$270.00		
114408	02/06/2026	Open			Accounts Payable	HORIZON DISTRIBUTORS	\$775.91		
114409	02/06/2026	Open			Accounts Payable	HUGHES FIRE EQUIPMENT, INC.	\$9,780.22		
114410	02/06/2026	Open			Accounts Payable	JACOBS, MATTHEW, JOSEPH	\$250.00		
114411	02/06/2026	Open			Accounts Payable	JAY'S ELECTRIK LLC	\$723.64		
114412	02/06/2026	Open			Accounts Payable	LAWSON PRODUCTS INC.	\$422.88		
114413	02/06/2026	Open			Accounts Payable	LINDE GAS & EQUIPMENT INC.	\$428.52		
114414	02/06/2026	Open			Accounts Payable	MALDONADO, JUAN, J	\$200.00		
114415	02/06/2026	Open			Accounts Payable	MANHATTANLIFE ASSURANCE CO	\$193.01		
114416	02/06/2026	Open			Accounts Payable	MEMBERSHIP LOCKBOX 4047	\$3,949.00		
114417	02/06/2026	Open			Accounts Payable	MILLER, DAMIAN	\$268.00		
114418	02/06/2026	Open			Accounts Payable	NATIONAL ASSOCIATION FOR LEGAL SUPPORT PROFESSIONA	\$132.00		
114419	02/06/2026	Open			Accounts Payable	NOVA BIOMEDICAL CORPORATION	\$576.00		
114420	02/06/2026	Open			Accounts Payable	NUNEZ, ENRIQUE	\$437.00		
114421	02/06/2026	Open			Accounts Payable	PRECISION UNIFORMS LLC	\$2,601.89		
114422	02/06/2026	Open			Accounts Payable	PREPAID LEGAL SERVICES	\$118.60		

Payment Register

From Payment Date: 2/2/2026 - To Payment Date: 2/6/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
114423	02/06/2026	Open			Accounts Payable	QUINONEZ, FRANCISCO	\$390.00		
114424	02/06/2026	Open			Accounts Payable	REPUBLIC SERVICES, INC.	\$1,047.52		
114425	02/06/2026	Open			Accounts Payable	RUIZ, OSCAR	\$268.00		
114426	02/06/2026	Open			Accounts Payable	SHAY OIL COMPANY	\$3.79		
114427	02/06/2026	Open			Accounts Payable	SOLANO, CARLOS	\$200.00		
114428	02/06/2026	Open			Accounts Payable	STANDARD INSURANCE CO.	\$1,712.08		
114429	02/06/2026	Open			Accounts Payable	TEXAS LIFE INSURANCE COMPANY	\$356.78		
114430	02/06/2026	Open			Accounts Payable	THE HOME DEPOT	\$1,578.35		
114431	02/06/2026	Open			Accounts Payable	TRANSWESTERN INSURANCE ADMIN	\$282.00		
114432	02/06/2026	Open			Accounts Payable	VISION SERVICE PLAN OF ARIZONA	\$5,456.49		
114433	02/06/2026	Open			Accounts Payable	XEROX CORPORATION	\$203.24		
114434	02/06/2026	Open			Accounts Payable	YUMA COUNTY BAR ASSOCIATION	\$30.00		
114435	02/06/2026	Open			Accounts Payable	YUMA WINLECTRIC CO.	\$1,745.88		
Type Check Totals:									
EFT									
							\$439,345.08		
9079	02/06/2026	Open			Accounts Payable	AMAZON WEB SERVICES INC	\$2.17		
9080	02/06/2026	Open			Accounts Payable	AMERICAN HEART ASSOCIATION, INC.	\$493.20		
9081	02/06/2026	Open			Accounts Payable	AMETZA ARIZONA LLC	\$2,252.95		
9082	02/06/2026	Open			Accounts Payable	BORDER GYM	\$350.00		
9083	02/06/2026	Open			Accounts Payable	BSN SPORTS	\$2,121.73		
9084	02/06/2026	Open			Accounts Payable	CDWG	\$551.63		
9085	02/06/2026	Open			Accounts Payable	CITY OF YUMA	\$32,967.81		
9086	02/06/2026	Open			Accounts Payable	CROWN AWARDS	\$256.45		
9087	02/06/2026	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	\$37.75		
9088	02/06/2026	Open			Accounts Payable	DESERT VALLEY POWER SYSTEMS	\$4,693.36		
9089	02/06/2026	Open			Accounts Payable	DESERT VALLEY SERVICES, INC	\$852.53		
9090	02/06/2026	Open			Accounts Payable	DESERT WATER STORE INC	\$138.37		
9091	02/06/2026	Open			Accounts Payable	DIGITAL ROOM LLC	\$1,269.99		
9092	02/06/2026	Open			Accounts Payable	FRESH TERRA SERVICES LLC	\$1,144.00		
9093	02/06/2026	Open			Accounts Payable	FRUTH GROUP INC	\$1,415.59		
9094	02/06/2026	Open			Accounts Payable	GREATER YUMA ECONOMIC DEV CORP	\$2,042.50		
9095	02/06/2026	Open			Accounts Payable	HANSBERGER REGRIGERATION & ELECTRIC CO	\$4,748.16		
9096	02/06/2026	Open			Accounts Payable	HILL BROTHERS CHEMICAL CO.	\$12,965.85		
9097	02/06/2026	Open			Accounts Payable	KIMLEY-HORN AND ASSOCIATES INC	\$11,567.00		
9098	02/06/2026	Open			Accounts Payable	KTL&C, LLC.	\$562.28		
9099	02/06/2026	Open			Accounts Payable	LOOMIS	\$2,110.77		
9100	02/06/2026	Open			Accounts Payable	NICKLAUS ENGINEERING	\$9,249.60		
9101	02/06/2026	Open			Accounts Payable	ON TRACK OVERHEAD DOORS LLC	\$17,076.00		
9102	02/06/2026	Open			Accounts Payable	R.D. OFFUTT COMPANY	\$286.65		
9103	02/06/2026	Open			Accounts Payable	RAMIREZ ADVISORS INTER- NATIONAL,LLC	\$7,500.00		

Payment Register

From Payment Date: 2/2/2026 - To Payment Date: 2/6/2026

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		116	\$587,835.44	\$0.00
Grand Totals:									
					Checks				
					Status		Count	Transaction Amount	Reconciled Amount
					Open		79	\$439,345.08	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		79	\$439,345.08	\$0.00
					EFTs				
					Status		Count	Transaction Amount	Reconciled Amount
					Open		37	\$148,490.36	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Total		37	\$148,490.36	\$0.00
					All				
					Status		Count	Transaction Amount	Reconciled Amount
					Open		116	\$587,835.44	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		116	\$587,835.44	\$0.00

Guadalupe Canez

Digitally signed by: Guadalupe Canez
 DN: CN = Guadalupe Canez, email =
 gcanez@sanluisaz.gov, C = AD
 Date: 2026.02.06 17:49:34 -0700'



Pay Day Register

Pay Date Range 02/01/26 - 02/28/26
Pay Batch 202602M

Pay Batch 202602M Total

Employees in Pay Batch 7

Female Employees in Pay Batch 3

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
102 - SALARY	.0000	7,550.00	Gross	7,550.00	ASRS Council	213.48 1,800.00
Total	0.0000	\$7,550.00	Imputed Income		ASRS LTD Council	2.52 1,800.00
			FEDERAL TAX WITHHOLDING	81.01 4,753.74	ASRS/EORP - LEGACY RATE	1,056.60 1,800.00
			SOCIAL SECURITY TAX	468.10 7,550.00	Dental Council	249.44 .00
			MEDICARE	109.48 7,550.00	EODCRS - COUNCIL	291.00 4,850.00
			STATE WITHHOLDING	118.21 4,753.74	EODCRS - DISABILITY	6.79 4,850.00
			ASRS Council	213.48 1,800.00	EODCRS/EORP LEGACY RATE	2,600.09 4,850.00
			ASRS LTD Council	2.52 1,800.00	Health Council	8,881.85 .00
			Council Retirement EORP	117.00 900.00	Retirement Council EORP	636.30 900.00
			Dental Council	133.33 .00	Vision Council	76.98 .00
			EODCRS - COUNCIL	388.00 4,850.00	Total	<u>\$14,015.05</u>
			EODCRS - DISABILITY	6.79 4,850.00		
			Medical Council	1,895.84 .00	Employer Taxes	Gross Base
			Vision Council	41.82 .00	MEDICARE	109.48 7,550.00
			Net	<u>\$3,974.42</u>	SOCIAL SECURITY TAX	468.10 7,550.00
					SUTA/UNEMPLOYMENT	45.30 7,550.00
					Total	<u>\$622.88</u>
					Workers' Comp	Gross Base
					MUNICIPAL/ TOWN/	132.13 7,550.00
					Total	<u>\$132.13</u>
					Direct Deposits	Amount
					1st Bank Yuma	1,340.09
					CAPITAL ONE	651.91
					Chase Bank	1,261.56
					Navy Federal	104.92
					Wells Fargo	615.94
					Total	<u>\$3,974.42</u>
					Check	\$0.00

Miguel Ramirez

SCHEDULE B



Pay Day Register

Pay Date Range 01/24/26 - 02/06/26

Pay Batch 202604

Pay Batch 202604 Total

Employees in Pay Batch 356

Female Employees In Pay Batch 99

Hours Description	Hours	Gross	Withholdings and Deductions	Gross Base	Benefits	Gross Base
100 - REGULAR	27,892.7500	728,164.52	Gross	882,592.61	ASRS ALTERNATE	468.70
1000 - ADMIN LEAVE	130.0000	4,496.90	Imputed Income		AZ STATE RETIREMENT	58,894.36
1001 - LEAVE WITHOUT PAY	44.7500	.00	FEDERAL TAX WITHHOLDING	51,063.31	DENTAL = FAMILY	398.00
1005 - BEREAVEMENT	28.0000	1,403.24	SOCIAL SECURITY TAX	54,720.92	LONG TERM DISABILITY	695.24
1007 - ON CALL WORKED HOURS	23.0000	498.36	MEDICARE	12,797.45	MEDICAL MEX ONLY - EE &	2,664.09
1009 - PART TIME	108.7500	1,754.89	STATE WITHHOLDING	16,281.28	MEDICAL MEX ONLY - EE &	10,609.80
1010 - PART TIME FIREFIGHTERS	58.0000	1,219.25	AM. FIDELITY - HEALTH FSA	25.00	MEDICAL MEX ONLY - EE &	2,664.09
201 - OVERTIME	1,866.7500	73,027.35	AM. FIDELITY- ACCIDENT-POST	25.01	MEDICAL MEX ONLY - EE ONLY	5,236.80
202 - OP STONE GARDEN- O.T.	424.0000	22,015.16	AM. FIDELITY- ACCIDENT-PRE	471.55	MEX & US HEALTH = EE	58,562.64
2023 - FMLA - SICK LEAVE	182.6400	4,434.44	AM. FIDELITY- CANCER-POST	43.30	MEX ONLY DENTAL - EE &	156.64
2024 - FMLA - VACATION LEAVE	32.3600	684.90	AM. FIDELITY- CANCER-PRE TAX	157.40	MEX ONLY DENTAL - EE &	341.64
2036 - MARSHALS OT	20.5000	890.21	AM. FIDELITY- GCI -POST TAX	73.09	MEX ONLY DENTAL - EE &	156.64
2038 - FMLA - LEAVE WITHOUT	16.0000	.00	AM. FIDELITY- GHI- PRE TAX	259.84	MEX ONLY DENTAL - EE ONLY	260.48
210 - SRO	214.5000	6,181.06	AM. FIDELITY- LIFE -POST TAX	316.48	PSPRS - ALTERNATE	241.51
300 - VACATION EARNED	1,414.3200	.00	AM. FIDELITY- TX LIFE -POST	178.44	PSPRS FIRE DB NORM - TIER 1	10,586.69
301 - VACATION USED	472.1200	12,972.58	AZ COPS - SLPD	635.00	PSPRS FIRE DB NORM - TIER 2	882.36
400 - SICK EARNED	1,366.5000	.00	AZ STATE RETIREMENT	58,894.36	PSPRS FIRE DB NORM - TIER 3	8,974.98
405 - SCHEDULED SICK LEAVE	184.2500	4,645.62	CHILD SUPPORT 2	234.46	PSPRS FIRE DB UNFUND - TIER	1,938.75
406 - UNSCHEDULED SICK LEAVE	478.6300	12,666.58	DEFERRED COMP - ROTH	1,015.00	PSPRS FIRE DB UNFUND - TIER	161.59
502 - ON CALL PAY I.T.	.0000	100.00	DEFERRED COMP - ROTH	189.95	PSPRS FIRE DB UNFUND - TIER	2,571.66
503 - STAND-BY PAY	664.0000	1,328.00	DEFERRED COMPENSATION	2,690.00	PSPRS POLICE DB NORM - TIER	6,169.70
900 - COMPENSATION EARNED	21.7500	.00	DEFERRED COMPENSATION	805.47	PSPRS POLICE DB NORM - TIER	1,080.78
901 - COMPENSATION USED	5.3750	109.55	FOP/ALC	450.00	PSPRS POLICE DB NORM - TIER	6,014.37
940 - PD - EDU ASST	.0000	500.00	GARNISHMENT - CHILD	2,231.38	PSPRS POLICE DB UNFUND -	3,126.49
941 - PD - EDU BCHL	.0000	750.00	IAFF- FIRE DEPT	1,485.00	PSPRS POLICE DB UNFUND -	547.69
942 - PD - EDU MAST	.0000	100.00	LEGAL SHIELD	59.31	PSPRS POLICE DB UNFUND -	3,592.01
950 - PD -SRT	.0000	100.00	LONG TERM DISABILITY	695.24	STANDARD STD	4,900.54
951 - PD - K-9 HANDLER	.0000	100.00	MANHATTANLIFE ASSURANCE	96.51	U.S. MEX DENTAL - EE &	398.50
952 - PD - PHLEBOTOMIS	.0000	150.00	MEX ONLY DENTAL - EE &	201.52	U.S. MEX DENTAL - EE &	127.52
953 - PD - COLLISION	.0000	150.00	MEX ONLY DENTAL - EE &	439.56	US & MEX DENTAL - EE	3,155.52
954 - PD - NEGOTIATOR	.0000	50.00	MEX ONLY DENTAL - EE &	201.52	US & MEX HEALTH = C	27,253.52
956 - PD - MIDNIGHT SHFT	.0000	700.00	MEX ONLY HEALTH - EE & CH	656.04	US & MEX HEALTH = FAMILY	28,471.24
961 - PD - EDU ASST	.0000	700.00	MEX ONLY HEALTH = S	582.00	US & MEX HEALTH = SP	5,982.48
962 - PD - EDU BCHL	.0000	225.00	MEXICO ONLY HEALTH - EE &	2,612.70	VISION - SINGLE	1,285.94
965 - PD - STAND-BY PAY	.0000	2,009.00	MEXICO ONLY HEALTH - EE &	656.04	VSP- VISION	577.50
967 - PD - SPECIAL ASSIGNMENT	158.0000	316.00	MISCELLANEOUS	195.00	Total	\$259,150.46
968 - SRO 50	.0000	150.00	PAC FUND- FIRE DEPT.	116.00	Employer Taxes	
Total	35,806.9450	\$882,592.61	PS DEFERRED COMP - ROTH	805.00	Gross Base	
			PS DEFERRED COMP - ROTH	608.61	MEDICARE	12,797.45
				8,558.60		882,592.61

SCHEDULE C



Pay Day Register

Pay Date Range 01/24/26 - 02/06/26 ✓

Pay Batch 202604

PS DEFERRED COMP TIAA -	585.17	13,953.62	SOCIAL SECURITY TAX	54,720.92	882,592.61
PS DEFERRED COMPENSATION	2,135.00	.00	SUTA/UNEMPLOYMENT	5,076.07	846,045.33
PSPRS FIRE DB RATE - TIER 1a	5,062.51	66,176.45	Total	<u>\$72,594.44</u>	
PSPRS FIRE DB RATE - TIER 1b	1,442.58	18,857.20			
PSPRS FIRE DB RATE - TIER 2	542.18	7,087.28	Workers' Comp		Gross Base
PSPRS FIRE DB RATE - TIER 3	8,974.98	103,279.44	Ambulance EMT Search &	4,339.92	91,366.84
PSPRS POLICE DB RATE - TIER	3,253.74	42,532.60	ANIMAL CONTROL OFFICERS	81.98	3,643.64
PSPRS POLICE DB RATE - TIER	1,647.41	21,534.93	ATTORNEY- ALL & CLERICAL-	66.85	30,402.33
PSPRS POLICE DB RATE - TIER 2	858.57	11,223.07	AUTO SERVICE/ REPAIR	330.57	11,848.34
PSPRS POLICE DB RATE - TIER 3	6,014.37	69,210.25	BUILDING- NOC OPER BY	640.49	17,593.52
STANDARD LIFE ADDTNL	733.53	.00	BUS COMPANY AND DRIVERS	83.99	1,521.61
TRANSWESTERN MEXICAN	141.00	.00	CLERICAL OFFICE/ LIBRARY/	454.53	189,392.34
U.S. MEX DENTAL - EE &	513.25	.00	Electrician	73.78	2,349.60
U.S. MEX DENTAL - EE &	164.24	.00	FIREFIGHTERS & DRIVERS	5,493.87	115,660.57
UNITED WAY	14.00	.00	GARBAGE/ ASH/ REFUSE	773.88	12,382.06
US & MEX DENTAL= FAMILY	512.40	.00	Homemaker Service	46.26	2,019.78
US & MEX HEALTH = C	6,711.29	.00	Motion Picture Production	17.68	2,719.35
US & MEX HEALTH = FAMILY	7,011.20	.00	MUNICIPAL/ TOWN/	983.88	56,221.36
US & MEX HEALTH = S	6,506.96	.00	PARKS- NOC ALL EMPLOYEES	827.95	26,706.76
US & MEX HEALTH = SP	1,473.21	.00	POLICE OFFICERS	8,656.32	182,237.88
VSP - VISION CHILDREN	250.92	.00	RECREATION- ALL EMPLOYEES/	325.90	23,787.63
VSP - VISION FAMILY	362.44	.00	SEWAGE DISPOSAL/ PLANT	1,368.33	39,776.65
VSP - VISION SPOUSE	153.34	.00	Street or Road Construction	3,239.96	36,692.78
Net	<u>\$614,559.58</u>		WATERWORKS OPERATIONS	1,255.10	36,169.57
			Total	<u>\$29,061.24</u>	

Direct Deposits	Amount
Ist Bank Yuma	38,645.39
ACADEMY BANK	2,935.14
Ally Bank	1,582.65
AVENIR FINANCIAL	49,569.00
Bank of America	8,897.72
Bank of America CA	1,468.89
Bankcorp	1,967.87
BANKCORP BANK	1,716.70
CAPITAL ONE	1,834.29
Charles Sch	250.00
Chase Bank	279,715.16
CHASE BANK CA	3,243.45
CHASE BANK MORGAN	2,686.96
CHASE BANK TX	1,500.00
chase centro	2,124.42
discover	400.00

Miguel Ramirez 2/11/26



Pay Day Register

Pay Date Range 01/24/26 - 02/06/26

Pay Batch 202604

EVOLVE BANK AND TRUST	205.02
FF CREDIT UNION	2,583.36
FIDELITY	564.44
FIREFIGHTER FIRST CREDIT UNION	17,502.65
HUGHES FCU	2,070.46
JP Morgan Chase	1,487.40
MECHANICS BANK	285.11
National Bank	1,315.81
National Police FCU	100.00
Navy Federal	37,897.15
NBKC Bank - Acoms	1,045.61
NetSpend Corporation DD	120.00
NORTH ISLAND CREDIT UNION	846.54
One Pay	600.00
PATHWARD	2,416.21
Pima Federal Credit Union	920.41
SOFI BANK	1,874.52
Sunbank	2,500.52
THE FOOTHILLS BANK	2,496.91
USAA FEDERAL SAVING	4,974.44
VANTAGE WEST	2,221.08
WASHINGTON FEDERAL	1,343.96
Wells Fargo	115,351.93
WELLS FARGO ARKANSAS	1,914.48
WELLS FARGO CA	5,168.63
WELLS FARGO CALIF	1,322.42
WELLS FARGO YUMA	3,063.17
Total	<u>\$610,729.87</u>
Check	\$3,829.71

Payment Register

From Payment Date: 2/9/2026 - To Payment Date: 2/13/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1BYPAYABLE - 1st BY Accounts Payable									
Check									
114436	02/10/2026	Open			Utility Management Refund	ULLOA, JUAN & SORAYA AYALA	\$83.16		
114437	02/12/2026	Open			Accounts Payable	ARIZONA CONFERENCE OF POLICE & SHERIFFS	\$635.00		
114438	02/12/2026	Open			Accounts Payable	FOP/ALC	\$450.00		
114439	02/12/2026	Open			Accounts Payable	SUPPORT PAYMENT CLEARINGHOUSE	\$2,465.84		
114440	02/12/2026	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS ASSOC	\$116.00		
114441	02/12/2026	Open			Accounts Payable	UNITED YUMA FIRE FIGHTERS-IAFF	\$1,485.00		
114442	02/12/2026	Open			Accounts Payable	ACCURATE EXCAVATION LLC	\$2,800.00		
114443	02/12/2026	Open			Accounts Payable	ADLERHORST INTERNATIONAL, LLC	\$20,149.75		
114444	02/12/2026	Open			Accounts Payable	AGUA HELADA LLC	\$127.10		
114445	02/12/2026	Open			Accounts Payable	ANGEL'S TOWING SERVICE/AUTO SALES	\$400.00		
114446	02/12/2026	Open			Accounts Payable	ARCO AM PM	\$2.99		
114447	02/12/2026	Open			Accounts Payable	ARIZONA BLUE STAKE, INC.	\$1,893.68		
114448	02/12/2026	Open			Accounts Payable	ARIZONA PPERECON INC.	\$110.00		
114449	02/12/2026	Open			Accounts Payable	ARIZONA PUBLIC SERVICE	\$747.70		
114450	02/12/2026	Open			Accounts Payable	ARVIZU VILLAR, GLORIA	\$25.00		
114451	02/12/2026	Open			Accounts Payable	AT&T MOBILITY LLC	\$4,889.05		
114452	02/12/2026	Open			Accounts Payable	AZUL CAFE LLC	\$115.61		
114453	02/12/2026	Open			Accounts Payable	BASELINE POLYGRAPH LLC	\$250.00		
114454	02/12/2026	Open			Accounts Payable	BOUND TREE MEDICAL, LLC.	\$4,146.07		
114455	02/12/2026	Open			Accounts Payable	CENTURYLINK	\$5,793.80		
114456	02/12/2026	Open			Accounts Payable	CENTURYLINK	\$82.00		
114457	02/12/2026	Open			Accounts Payable	COMITE DE BIENESTAR INC	\$2,683.31		
114458	02/12/2026	Open			Accounts Payable	CONSTRUCTION SUPPLY HOLDINGS II, LLC	\$3,910.69		
114459	02/12/2026	Open			Accounts Payable	CRUZ VASQUEZ, BERENICE	\$80.00		
114460	02/12/2026	Open			Accounts Payable	DURHAM'S FLEET SERVICES LLC	\$660.00		
114461	02/12/2026	Open			Accounts Payable	FACTOR SALES, INC.	\$227.51		
114462	02/12/2026	Open			Accounts Payable	FELIX VALDEZ, GRISELDA, N	\$50.00		
114463	02/12/2026	Open			Accounts Payable	FERRELLGAS, LP	\$327.39		
114464	02/12/2026	Open			Accounts Payable	FERTIZONA-YUMA L.L.C.	\$1,109.80		
114465	02/12/2026	Open			Accounts Payable	FIREFIGHTER SELECTION, INC.	\$175.00		
114466	02/12/2026	Open			Accounts Payable	FLOORING AMERICA	\$25,944.70		
114467	02/12/2026	Open			Accounts Payable	FLORES F., CARLOS,	\$5,000.00		
114468	02/12/2026	Open			Accounts Payable	FRANK CASSIDY PC	\$69.00		
114469	02/12/2026	Open			Accounts Payable	GALLEGOS, LUIS	\$99.39		
114470	02/12/2026	Open			Accounts Payable	GARCIA, ROBERT	\$20.00		
114471	02/12/2026	Open			Accounts Payable	GASTELUM RASCON, SANTIAGO, YAHIEL	\$240.00		
114472	02/12/2026	Open			Accounts Payable	GILA ELECTRONIC	\$1,863.10		
114473	02/12/2026	Open			Accounts Payable	GRANT MANAGEMENT USA	\$1,250.00		
114474	02/12/2026	Open			Accounts Payable	HAJOCA CORPORATION	\$46.75		
114475	02/12/2026	Open			Accounts Payable	HD SUPPLY, INC.	\$94.86		

Payment Register

From Payment Date: 2/9/2026 - To Payment Date: 2/13/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
114476	02/12/2026	Open			Accounts Payable	HEARTFIT FOR DUTY LLC	\$2,904.60		
114477	02/12/2026	Open			Accounts Payable	INTERNATIONAL ASSOC. FOR PROP/EVIDENCE	\$1,700.00		
114478	02/12/2026	Open			Accounts Payable	IPS GROUP INC	\$866.84		
114479	02/12/2026	Open			Accounts Payable	IRON MOUNTAIN INC	\$443.63		
114480	02/12/2026	Open			Accounts Payable	JAY'S ELECTRIK LLC	\$391.58		
114481	02/12/2026	Open			Accounts Payable	LA BODEGA, LLC	\$25.00		
114482	02/12/2026	Open			Accounts Payable	M & Y ELECTRICAL LLC	\$5,768.21		
114483	02/12/2026	Open			Accounts Payable	MALTA, MARIA E	\$150.00		
114484	02/12/2026	Open			Accounts Payable	NUNEZ, ENRIQUE	\$437.00		
114485	02/12/2026	Open			Accounts Payable	PENA DE SUAREZ, MARIA	\$150.00		
114486	02/12/2026	Open			Accounts Payable	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	\$477.58		
114487	02/12/2026	Open			Accounts Payable	POLICE RECORDS AND INFO MGMT GRP	\$1,074.60		
114488	02/12/2026	Open			Accounts Payable	PRECISION UNIFORMS LLC	\$5,630.24		
114489	02/12/2026	Open			Accounts Payable	PROACTIVE WORK HEALTH MEDICAL CENTER INC	\$2,040.00		
114490	02/12/2026	Open			Accounts Payable	PULIDO AYALA, JESUS, I	\$120.00		
114491	02/12/2026	Open			Accounts Payable	QUINONEZ, FRANCISCO	\$525.00		
114492	02/12/2026	Open			Accounts Payable	REFINE LEGAL PLLC	\$1,416.00		
114493	02/12/2026	Open			Accounts Payable	RELENTLESS LLC	\$1,498.00		
114494	02/12/2026	Open			Accounts Payable	RENTERIA, EDGAR	\$73.49		
114495	02/12/2026	Open			Accounts Payable	REYES BARRIOS, ERICK, ALAN	\$168.00		
114496	02/12/2026	Open			Accounts Payable	SOUTHWEST PLUMBING & AIR LLC	\$2,200.00		
114497	02/12/2026	Open			Accounts Payable	STAGE ONE BUSINESS SOLUTIONS, LLC	\$15,000.00		
114498	02/12/2026	Open			Accounts Payable	TRIPLE BBB GAS STATION	\$369.04		
114499	02/12/2026	Open			Accounts Payable	WAL-MART	\$9.99		
114500	02/12/2026	Open			Accounts Payable	WESTFAX, INC.	\$1,145.53		
114501	02/12/2026	Open			Accounts Payable	XEROX CORPORATION	\$1,825.83		
114502	02/12/2026	Open			Accounts Payable	YUMA COUNTY CHAMBER	\$200.00		
114503	02/12/2026	Open			Accounts Payable	YUMA COUNTY PUBLIC WORKS	\$1,632.96		
114504	02/12/2026	Open			Accounts Payable	YUMA COUNTY SUPERIOR COURT	\$11,056.52		
114505	02/12/2026	Open			Accounts Payable	YUMA WINLECTRIC CO.	\$1,521.78		
Type Check Totals:									
EFT									
9116	02/12/2026	Open			Accounts Payable	AIRGAS, INC.	\$1,562.61		
9117	02/12/2026	Open			Accounts Payable	ALLKIOSK LLC	\$1,141.84		
9118	02/12/2026	Open			Accounts Payable	ALSCO, INC	\$5,696.41		
9119	02/12/2026	Open			Accounts Payable	AMAZON.COM SALES, INC.	\$14,211.53		
9120	02/12/2026	Open			Accounts Payable	AMETZA ARIZONA LLC	\$8,130.83		
9121	02/12/2026	Open			Accounts Payable	ARIZONA MEDICAL WASTE	\$272.03		
9122	02/12/2026	Open			Accounts Payable	ARIZONA WESTERN COLLEGE	\$300.00		
9123	02/12/2026	Open			Accounts Payable	AUTOZONE STORES, INC	\$10,568.51		
9124	02/12/2026	Open			Accounts Payable	BILL ALEXANDER FORD	\$1,016.41		
9125	02/12/2026	Open			Accounts Payable	BLT READY MIX CONCRETE LLC	\$3,906.74		
9126	02/12/2026	Open			Accounts Payable	CDWG	\$553.02		
9127	02/12/2026	Open			Accounts Payable	CENTERLINE SUPPLY WEST	\$442.76		
9128	02/12/2026	Open			Accounts Payable	CHAPMAN DCJR YUMA LLC	\$403.27		

Payment Register

From Payment Date: 2/9/2026 - To Payment Date: 2/13/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
9129	02/12/2026	Open			Accounts Payable	CITY OF YUMA	\$89,212.35		
9130	02/12/2026	Open			Accounts Payable	COPPER STATE BOLT & NUT CO.	\$354.76		
9131	02/12/2026	Open			Accounts Payable	CROWN AWARDS	\$549.24		
9132	02/12/2026	Open			Accounts Payable	DESERT DOCUMENT SHREDDERS, LLC	\$145.50		
9133	02/12/2026	Open			Accounts Payable	DESERT WATER STORE INC	\$197.60		
9134	02/12/2026	Open			Accounts Payable	DIGITAL ROOM LLC	\$159.01		
9135	02/12/2026	Open			Accounts Payable	FRESH TERRA SERVICES LLC	\$5,501.00		
9136	02/12/2026	Open			Accounts Payable	GARCIA, JESUS	\$336.00		
9137	02/12/2026	Open			Accounts Payable	JCG TECHNOLOGIES INC.	\$1,475.00		
9138	02/12/2026	Open			Accounts Payable	JSA COMPANY	\$29,312.74		
9139	02/12/2026	Open			Accounts Payable	LESLIE'S POOLMART INC.	\$96.14		
9140	02/12/2026	Open			Accounts Payable	LOPEZ ARMENTA, JOSE, MARTIN	\$336.00		
9141	02/12/2026	Open			Accounts Payable	M & C DISTRIBUTING, INC.	\$86.52		
9142	02/12/2026	Open			Accounts Payable	MAYA'S CONSTRUCTION LLC.	\$3,758.00		
9143	02/12/2026	Open			Accounts Payable	MCNEECE BROS. OIL COMPANY, INC	\$37,269.72		
9144	02/12/2026	Open			Accounts Payable	MUSCO CORPORATION	\$221,682.00		
9145	02/12/2026	Open			Accounts Payable	NAPA AUTO PARTS	\$31.63		
9146	02/12/2026	Open			Accounts Payable	O'REILLY AUTO PARTS	\$2,731.52		
9147	02/12/2026	Open			Accounts Payable	ODP BUSINESS SOLUTIONS LLC	\$3,303.62		
9148	02/12/2026	Open			Accounts Payable	ORDUNO-CROUSE, CANDICE	\$9,500.00		
9149	02/12/2026	Open			Accounts Payable	PRECISION PROTECTIVE SERVICES LLC	\$15,090.50		
9150	02/12/2026	Open			Accounts Payable	R&M ELECTRIC SUPPLY LLC	\$1,488.51		
9151	02/12/2026	Open			Accounts Payable	REAL PURIFIED WATER LLC	\$8.00		
9152	02/12/2026	Open			Accounts Payable	SAN LUIS AIR CONDITIONING LLC	\$865.99		
9153	02/12/2026	Open			Accounts Payable	SIMS MACKIN, LTD.	\$2,120.00		
9154	02/12/2026	Open			Accounts Payable	SOUTHERN TIRE MART LLC	\$1,024.83		
9155	02/12/2026	Open			Accounts Payable	SOUTHWEST MERCH LLC	\$173.95		
9156	02/12/2026	Open			Accounts Payable	SPECTRUM BUSINESS	\$611.73		
9157	02/12/2026	Open			Accounts Payable	STRONG, CAMERON, T	\$720.00		
9158	02/12/2026	Open			Accounts Payable	SUN GRAPHICS	\$491.69		
9159	02/12/2026	Open			Accounts Payable	TRUCKPRO HOLDING CORPORATION	\$407.55		
9160	02/12/2026	Open			Accounts Payable	WAXIE SANITARY SUPPLY	\$44.30		
9161	02/12/2026	Open			Accounts Payable	WESTERN SUN SYSTEMS, INC	\$318.00		
9162	02/12/2026	Open			Accounts Payable	WILLDAN ENGINEERING	\$1,828.13		
9163	02/12/2026	Open			Accounts Payable	YUMA CO. AIRPORT AUTHORITY INC	\$167.79		
9164	02/12/2026	Open			Accounts Payable	YUMA COUNTY RECORDER'S OFFICE	\$75.00		
9165	02/12/2026	Open			Accounts Payable	YUMA SUN INC	\$9,360.00		
9166	02/12/2026	Open			Accounts Payable	YUMA WINNELSON CO.	\$1,333.25		
9167	02/12/2026	Open			Accounts Payable	ZOLL MEDICAL CORP	\$1,267.52		
Type EFT Totals:							\$491,641.05		
1BYPAYABLE - 1st BY Accounts Payable Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	70	\$151,440.67	\$0.00
	Reconciled	0	\$0.00	\$0.00

Payment Register

From Payment Date: 2/9/2026 - To Payment Date: 2/13/2026

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		70	\$151,440.67	\$0.00
EFTs									
					Status		Count	Transaction Amount	Reconciled Amount
					Open		52	\$491,641.05	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Total		52	\$491,641.05	\$0.00
All									
					Status		Count	Transaction Amount	Reconciled Amount
					Open		122	\$643,081.72	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		122	\$643,081.72	\$0.00
Grand Totals:									
Checks									
					Status		Count	Transaction Amount	Reconciled Amount
					Open		70	\$151,440.67	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		70	\$151,440.67	\$0.00
EFTs									
					Status		Count	Transaction Amount	Reconciled Amount
					Open		52	\$491,641.05	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Total		52	\$491,641.05	\$0.00
All									
					Status		Count	Transaction Amount	Reconciled Amount
					Open		122	\$643,081.72	\$0.00
					Reconciled		0	\$0.00	\$0.00
					Voided		0	\$0.00	\$0.00
					Stopped		0	\$0.00	\$0.00
					Total		122	\$643,081.72	\$0.00

Guadalupe Canez

Digitally signed by: Guadalupe Canez
 DN: CN = Guadalupe Canez email = gcanez@sanluisaz.gov C =
 AD
 Date: 2026.02.13 10:52:47 -0700



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

7. A.

Meeting Date: 02/25/2026

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

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

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the appointment of a San Luis representative to serve on the Yuma County Library District Board of Trustees. (ITEM CONTINUED FROM THE REGULAR COUNCIL MEETING HELD JANUARY 28, 2026) (**Jenny Torres, Acting City Manager**)

SUMMARY:

The Board of Trustees' primary function is to promote the development and improvement of library services and recommend library policy to the Yuma County Free Library District Board of Directors. The board meets for business purposes on the second Tuesday of each month at 5:30 pm. The location is provided to the board once an agenda is finalized.

Council Member Luis E. Cabrera has resigned from the Yuma County Library District Board of Trustees effective January 6, 2026; the current term expires June 30, 2026. A replacement is needed for the expiring term.

An appointment is also needed for the upcoming three-year term, which begins July 1, 2026, and ends June 30, 2029.

The Mayor and City Council may appoint the same Council Member for both terms or different Council Members (one for the expiring term and one for the next full three-year term).

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPOINT ANGELICA ROLDAN, DIRECTOR OF PARKS & RECREATION, TO THE YUMA COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES, WHOSE TERM WILL EXPIRE ON JUNE 30, 2026, AND APPOINT HER TO SERVE THE NEXT THREE-YEAR TERM WHICH EXPIRES ON JUNE 30, 2029.

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):

There is no fiscal impact associated with this item.

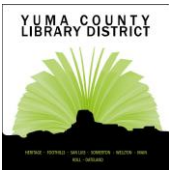
Attachments

Letter

Bylaws 2024

YCLD Expectations

YCLD Info on Membership



Administrative Offices • 2951 S. 21st Drive • Yuma, AZ 85364 • 928.782.1871 • www.yumalibrary.org

Yuma Main • Heritage • Dateland • Foothills • Roll • San Luis • Somerton • Wellton

January 6, 2026

Mayor Nieves Riedel
Members of the City Council
1090 E. Union St.
P.O. Box 1170
San Luis, AZ 85349

Dear Mayor and Members of the City Council,

Luis Cabrera, City of San Luis representative on the Yuma County Library District Board of Trustees, resigned from his position on January 6, 2026.

Mr. Cabrera's term expires on June 30, 2026; therefore, we are asking that the City of San Luis appoint someone to fill the remainder of the term and serve a three-year term thereafter.

Once a replacement has been appointed, please provide a letter confirming such appointment so that we can move forward and take it to the Yuma County Board of Supervisors for approval.

Thank you.

A handwritten signature in black ink, appearing to read "Sandra Gutierrez", is written in a cursive style.

Sandra Gutierrez
Library District Executive Coordinator

cc: Nieves Riedel, Mayor
Sonia Cornelio, City Clerk

LIBRARY BOARD OF TRUSTEES BYLAWS

1. The Yuma County Free Library District Board of Trustees, hereafter called Board of Trustees, shall consist of the nine members selected by the Cities/Towns of San Luis, Somerton, Wellton, and Yuma, in addition to the County of Yuma, and confirmed by the Yuma County Board of Supervisors, sitting as the Yuma County Free Library District Board of Directors.
2. The nine members shall consist of one representative each to be selected by the Councils in San Luis, Somerton, and Wellton, three selected by the Council of the City of Yuma, and three selected by the County of Yuma (one of whom shall be from the Foothills area and two from the County at large), and confirmed by the Yuma County Board of Supervisors, sitting as the Yuma County Free Library District Board of Directors. Each Trustee shall serve for a term of three (3) fiscal years beginning on July 1 and ending June 30.
3. Any vacancy which occurs must be filled as specified in paragraph two.
4. The Board of Supervisors or the governing body of the towns, and cities, as the case may be, may remove any Trustee appointed by it who fails, without good cause, to attend three meetings in a calendar year of the Board of Trustees. Board meeting norms have been established and included as an addendum to the by-laws. The meeting of the Board in September of each year will henceforth be a mandatory meeting for all Board members to organize and plan for the upcoming year.
5. Regular meetings of the Board of Trustees shall be held on the second Tuesday of each month. Written notice of the regular meeting shall be delivered to the Trustees at least four days prior to the meeting.
6. Special meetings may be called at any time by the President or at the request of any two members of the Board of Trustees. Written notice will be given to all Trustees at least twenty-four hours in advance of the special meeting.
7. A quorum at any meeting shall consist of five Trustees. In the event there is no quorum, the names of all present shall be recorded and entered into the official record. Items not requiring Board action can be discussed as needed. A quorum shall be necessary to conduct official business. Virtual attendance is acceptable for the purpose of establishing a quorum, but this attendance should only be utilized when in-person attendance is physically impossible, on a very limited basis.
8. The officers of the Board of Trustees shall be a President and a Vice-President. They shall be elected at the October meeting each election year. Their terms shall be for two years beginning January 1. A two-year break is required before they are eligible to serve again as an officer. The

Board President shall appoint a nominating committee prior to each election, and could serve on the committee if the Board so desired.

9. The President shall be entitled to vote and take part in the debate during all meetings.

10. Special Committees can be appointed by the President for specific assignments. When those assignments have been completed, the special committee shall be dissolved.

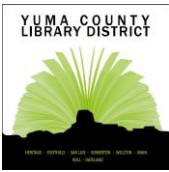
11. Elements of business for all regular meetings of the Board of Trustees shall include the following; the order of such can be changed and be determined by the President with input from the Library Director if necessary.

- Call to order
- Pledge of Allegiance
- Moment of silence
- Call to the public
- Approval of minutes from previous meeting
- Members reports
- New/old business
- Library Director's report
- Adjournment
- Additional items may be added as necessary

12. A minimum of two representatives of the Board of Trustees shall participate in the Search Committee established by the Yuma County Board of Supervisors, sitting as the Yuma County Free Library District Board of Directors, for the selection of the Library District Director. The current President and Vice-President shall serve as Board of Trustee representatives; if unavailable the Board can designate other representatives.

13. Any proposed amendment to the Bylaws shall be voted on at the first regular meeting, following the meeting at which the amendment was proposed, and will only become effective after a majority vote by the Board of Trustees. Any of the foregoing rules may be temporarily suspended by a majority vote of all Trustees present at any meeting, and the vote on such suspension shall be taken by yeas and nays, and entered into the official records.

Approved by the Board of Trustees 10/08/24



Library Board of Trustees - Expectations of Advisory Board Members

The role of an advisory board member is a significant one, as the board's deliberations and recommendations are an important source of community input to the Library Director, and ultimately to the communities. As an effective advisory board member, we would ask that you:

- Take every opportunity to build goodwill for the Library. Champion the Library's mission, purpose, and services with your friends, neighbors, and community groups
- Maintain positive relationships with Friends of the Library and the Foundation
- Support the Library Director
- Educate yourself about the Library's policies, programs and services
- Educate yourself about the community's needs, Library capacities, and the need for future Library services
- Encourage community involvement with the Library
- Educate yourself about current and prospective issues affecting the Yuma County Library District, and public libraries in general

In addition, Advisory Board members are expected to:

- Attend and participate in monthly board meetings
 - Notify the Board President and Library Director in advance, if you will be unable to attend a board meeting
- Familiarize yourself and abide by the board's by-laws and policies
- Prepare for board meetings by reading materials pertinent to the agenda, which is sent out ahead of time
- Recognize that the board is advisory only, and has no approval or veto authority regarding decisions the Library Director may make
- Support the final decisions of the board and Library Director
- Attend Library community events whenever possible
- Actively participate in Library and board processes, such as strategic planning

BOARD OF TRUSTEES
Yuma County Free Library District

The Yuma County Free Library District Board of Trustees consists of nine members selected by the local governments of the jurisdiction they will represent.

At the end of a member's term, they are asked if they wish to continue serving on the Board for another three-year term. If the member wishes to be reappointed, that request is first sent to the jurisdiction they represent and, if approved, the request for reappointment is taken to the Yuma County Free Library District Board of Directors for confirmation.

If the member does not wish to continue on the Board, the jurisdiction they represent is contacted by the Library District with a request to provide, and approve, a replacement prior to the end of the term. The replacement's name is then presented to the Yuma County Free Library District Board of Directors for confirmation.

The current members are as follows:

Name	Representing	Term Ends
Amy Gill	Yuma County	06/30/2027
Lori Stofft	Yuma County	06/30/2028
Nancy Tucker	Yuma County	06/30/2026
Pat Riley	City of Yuma	06/30/2026
Robyn Pouquette	City of Yuma	06/30/2027
Emilia Cortez	City of Yuma	06/30/2028
VACANT	Town of Wellton	VACANT
James Jones	City of Somerton	06/30/2027
VACANT	City of San Luis	VACANT

- Board of Trustee positions are honorary and without compensation.
- Trustees hold office for three years commencing July 1st in the year of their appointment.
- Trustees meet for library business purposes on the second Tuesday of each month, at 5:30 p.m., with meeting locations varying, County-wide.
- The primary function of this Board is to promote the development and improvement of Library District services.



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

7. B.

Meeting Date: 02/25/2026

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

ITEM:

Discussion and possible action on any and all matters regarding the re-appointment of three (3) City of San Luis residents to serve on the City of San Luis Planning and Zoning Commission. (ITEM CONTINUED FROM THE REGULAR COUNCIL MEETING HELD JANUARY 28, 2026) **(Jose A. Guzman, Director of Development Services)**

SUMMARY:

The Planning and Zoning Commission consists of seven (7) appointed residents who serve four-year staggered terms in accordance with City Code. At the January 28, 2026 City Council meeting, staff presented this item regarding the reappointment of three (3) Commission members whose terms had expired. During the discussion, the Council requested that staff provide an additional opportunity for interested residents to apply prior to taking action.

This item is being brought back to the City Council for consideration and possible action.

BACKGROUND:

The Planning and Zoning Commission serves as an advisory body to the City Council and operates under the authority of A.R.S. § 9-461 et. seq. and San Luis City Code Title 18, Chapter 18.10.

The Commission's mission is to promote sustainable growth by ensuring that land use decisions align with the San Luis General Plan, while supporting orderly development and preserving the City's unique character.

The Commission currently consists of the following members:

- Chairman Ruben Walshe
- Vice-Chairman Angelica Ortiz
- Commission Member George Amaya
- Commission Member Javier Barraza
- Commission Member Marco A. Pinzon
- Commission Member Hugo Garcia
- Commission Member Veronica Zavala

City Code Section 18.10.020 (E) Term of office. *The term of office of the members of the Commission shall be four years, with the terms of members so staggered that the terms of no more than three members shall expire on January 31 in any one year. The incumbent Commissioner shall continue to serve after their term of office has expired until a successor has been appointed. In the event of a death, resignation, or removal from the Commission, a resident appointment by the City Council shall fill the vacancy, for the unexpired term.*

The following commission members' terms expired on January 31, 2026:

- Member Marco A. Pinzon
- Member Hugo Garcia
- Member Veronica Zavala

All three members would like to continue serving as commission members for another term. The new term expiration date will be January 31, 2030.

The City accepts Planning and Zoning Commission applications year-round, and the City Clerk's Office maintains all applications on file. In response to Council direction, staff, with assistance from the Communications Team, promoted the year-round application process through the City's established communication channels. As a result, the following applications were received and are attached to this report:

- Skelsey Niobe Moraga Espinoza
- Buna George

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPOINT _____ TO THE CITY OF SAN LUIS PLANNING AND ZONING COMMISSION WITH A TERM EXPIRING ON JANUARY 31, 2030.

I MOVE TO APPOINT _____ TO THE CITY OF SAN LUIS PLANNING AND ZONING COMMISSION WITH A TERM EXPIRING ON JANUARY 31, 2030.

I MOVE TO APPOINT _____ TO THE CITY OF SAN LUIS PLANNING AND ZONING COMMISSION WITH A TERM EXPIRING ON JANUARY 31, 2030.

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

Skelsey Niobe Moraga Application - received 2-12-26
Buna George Application - received 2-18-26



**City of San Luis
Board and Commission
Volunteer Appointment Application**

Please return the application to the City Clerk's Office at City Hall,
1090 East Union Street, P.O. Box 1170, San Luis, AZ 85349

Name: Skelsey Niobe Moraga Espinoza Date: 02/12/2026

Home Address: 3862 E San Francisco St, San Luis, AZ 85336, United States

Phone: (928) 247-7809

Mailing Address: 3862 E San Francisco St #2503, San Luis, AZ 85336, United States

Do you live within the corporate limits of the City of San Luis? Yes No

List three Boards and/or Commissions you are interested in serving on:

1) Planning and Zoning 2) Economic Development 3) Industrial Development Authority

Why are you interested in becoming a member of the Board(s) and/or Commissions(s) you have selected?

I am interested in joining the listed commissions because I want to continue serving my community while gaining practical experience in land development and construction management. The main Commission I am interested in joining is Planning and Zoning, I believe I would be a great fit and it also works perfectly with my schedule. I recently graduated from high school and am currently studying Business Administration while also working toward an associate degree in Construction Management. I have been involved in community activities since my sophomore year of high school, and I would like to continue contributing in a more active role by serving on a board or commission where I can learn, support projects, and be part of decisions that benefit the community.

Members are expected to attend all meetings of the Board/Commission unless otherwise excused. If a member is absent without excuse from three or more consecutive meetings, the City Council may remove this member from the Board/Commission and appoint another individual to serve the remainder of the term.

The time commitment required for each board and commission varies depending upon the number of scheduled meetings and preparation time for those meetings. How much time can you commit to participate on a board or commission? Please be specific, i.e. number of hours weekly, monthly or quarterly.

I can commit about 25 hours per week. I'm available every weekday morning from 7:00 a.m. to 12:00 p.m. I am also available all day on Tuesdays and Wednesdays. I work a full-time job from 1:00 p.m. to 10:00 p.m. and also have a second position with Campesinos Sin Fronteras, where my schedule is flexible. I'm able to adjust my time as needed to attend meetings and complete any preparation work. As I stated above, I believe the Planning and Zoning commission would be perfect for my skill set and my availability.

Please indicate documents attached: Letter of Interest Resume

RECEIVED

FEB 12 2026

CITY CLERK'S OFFICE

Board and Commission Volunteer Appointment Application

Please complete the Education, Work Experience, and Civic Involvement portions listed below.

Education

School	Degree	Year
San Luis High School	High School Diploma	2021-2025
Arizona Western College	Construction Management	Expected on 2030
Southern New Hampshire University	Buisness Administration	Expected 2031

Work Experience

Company	Position	Dates
Walmart	Digital Associate	March 2025 - Present
Campesinos Sin Fronteras	Student worker - Peer Coordinator	August 2025- Present

Civic Involvement

Organization	Position	Dates
San Luis High School	CTE SkillsUSA Officer	August 2022- May 2025
Campesinos Sin Fronteras	Peer Educator	November 2024- August 2025

Additional Qualifications

- STEDY Certificate of Drafting CAD Technology
- OSHA 10 Hour - Construction Health and saftey
- OSHA 30 Hour - Construction Health and Saftey
- Communication Skills
- Adaptability Skills
- Leadership Skills

Personal References, please include addresses and phone numbers:

- 1) Cassandra Uriostegui - Campesinos Sin Fonteras, 2Thrive Program Manager 720 Main Street, Suite B San Luis, AZ 85349 (928) 345-8322
- 2) Erick Luzanilla - Campesinos Sin Fonteras, 2Thrive Program Coordinator 720 Main Street, Suite B San Luis, AZ 85349 (806) 729-6597
- 3) Lawrence Casaus- CTE Construction Technologies Advisor 1250 N 8th Avenue San Luis, AZ 85349 (602) 520-3213

Skelsey Moraga
Applicant Signature

02/12/2026
Date

Applications will remain on file in the City Clerk's Office for one (1) year from the above date.

NOTICE: In accordance with the San Luis City Code, Chapter 2.05 Section 2.05.450 Committees and Commissions, (A) The Council may create committees and commissions, standing or special, as it deems necessary. They shall consist of as many members and shall perform the duties as the Council may require and shall exist at the pleasure of the Council. For more information regarding rights and provisions of the San Luis City Code, please call the City Clerk's Office at (928) 341-8420.

SKELSEY MORAGA

✉ Skmoraga@gmail.com

📞 (928) 247-7809

I am writing to express my interest in serving on the Zoning and Planning Commission for the City of San Luis. I have always had a strong interest in construction and community service. My career goal is to become a construction manager, and I have spent much of my youth pursuing that goal while actively supporting my community.

Since high school, I have been involved in various nonprofit organizations and events, giving back to the community that has given me so many opportunities. Now, as I work toward my degree in Business Administration, I would like to contribute to the Planning and Zoning Commission, gaining professional experience while helping the community.

I also earned a Certificate in CAD Drafting Technology through Arizona Western College in high school and hope to use these skills to benefit local projects. Serving on the Commission would be a great honor, allowing me to contribute to my community in a meaningful way while continuing to develop my professional abilities.

Thank you for your consideration.

Sincerely,

Skelsey Moraga

RECEIVED

FEB 12 2026

CITY CLERK'S OFFICE

SKELSEY MORAGA

☎ (928) 247-7809
✉ Skmoraga@gmail.com
📍 3862 E San Francisco St

EDUCATION

Arizona Western
College
2023-2025

STEDY Certificate in CAD Drafting Technology

Trained in 2D/3D modeling, technical drawings, and drafting standards; skilled in producing accurate digital drafts and revisions.

Southern New
Hampshire University
Expected 2031

Bachelor's in business administration

Training in management, finance, and operations; skilled in analysis, organization, and business decision-making.

WORK EXPERIENCE

Walmart
2025- Present

Digital Associate

Managed online orders, inventory updates, and customer support for digital services.

Campesinos Sin
Fronteras
2024- Present

Peer Coordinator

Progressed from Volunteer to Peer Coordinator: Supported youth-focused community events and services; contributed ideas for community projects and assisted with planning and coordination.

CTE SkillsUSA
2022-2025

Regional Officer - Class President (2 years)

CTE & SkillsUSA Participant; Class President (2 years): Collaborated across multiple CTE programs and SkillsUSA activities. Served as Construction Class President for two consecutive years, helping lead class projects, support teamwork, and assist in planning and coordinating community events.

SKILLS

Professional

Strategic Planning
2D/3D CAD Drafting
Technical Drawing &
Blueprint Reading
Design Standards &
Revisions
Event & Project Coordination
Customer Service

Personal

Leadership
Management Skills
Time Management
Communication Skills
Critical Thinking
Negotiation

RECEIVED

FEB 12 2026

CITY CLERK'S OFFICE



**City of San Luis
Board and Commission
Volunteer Appointment Application**

Please return the application to the City Clerk's Office at City Hall,
1090 East Union Street, P.O. Box 1170, San Luis, AZ 85349

Name: BUNA GEORGE Date: 02/10/2020

Home Address: 3777 SAN MARCOS ST.

Phone: 928-315-9070

Mailing Address: PO BOX 4952 Yuma, AZ 85306

Do you live within the corporate limits of the City of San Luis? Yes No

List three Boards and/or Commissions you are interested in serving on:

1) P&Z 2) Economic Development 3) P&Z

Why are you interested in becoming a member of the Board(s) and/or Commissions(s) you have selected?

#1 choice P&Z.
I have a great interest in urban city development.
Expansion was its benefits to any area, my
priority is sustainable growth & incorporating
efficiency in transit movement.

Members are expected to attend all meetings of the Board/Commission unless otherwise excused. If a member is absent without excuse from three or more consecutive meetings, the City Council may remove this member from the Board/Commission and appoint another individual to serve the remainder of the term.

The time commitment required for each board and commission varies depending upon the number of scheduled meetings and preparation time for those meetings. How much time can you commit to participate on a board or commission? Please be specific, i.e. number of hours weekly, monthly or quarterly.

I can commit at least 5 hours a week
towards this committee.

Please indicate documents attached: Letter of Interest Resume

Board and Commission Volunteer Appointment Application

Please complete the Education, Work Experience, and Civic Involvement portions listed below.

Education

School	Degree	Year
- ARIZONA STATE UNIVERSITY	B.S. URBAN PLANNING & DEVELOPMENT	2020
- AWC	AA Business Admin	2012
- CIBOLA HIGH SCHOOL	HS diploma	2004

Work Experience

Company	Position	Dates
LG Advising LLC	President	2018 - current
REAL ESTATE AGENT (AZ)	Licensed AGENT	2013 - current

Civic Involvement

Organization	Position	Dates
ELEVATE SOUTHWEST	CHAIRWOMAN (2025)	as of 2021
AZ COMMUNITY FOUNDATION	ADVISORY BOARD MEMBER	as of 2019
FLINN BROWN FELLOWSHIP	Fellow.	2023
ARIZONA-MEXICO COMMISSION	BOARD MEMBER	as of 08/2023

Additional Qualifications

A passion for Development in San Luis Ariz
 Federal rules + regulations along border communities.
A passion to serve!

Personal References, please include addresses and phone numbers:

- 1) GLADYS BROWN - 928-941-2394, Yuma, Ariz
- 2) GARY MAGRINO - 928-304-3827, Yuma, Ariz
- 3) KARIME HAYEK - 928-750-4527, Yuma, Ariz

R
02/18/2020
 Applicant Signature Date

Applications will remain on file in the City Clerk's Office for one (1) year from the above date.

NOTICE: In accordance with the San Luis City Code, Chapter 2.05 Section 2.05.450 Committees and Commissions, (A) The Council may create committees and commissions, standing or special, as it deems necessary. They shall consist of as many members and shall perform the duties as the Council may require and shall exist at the pleasure of the Council. For more information regarding rights and provisions of the San Luis City Code, please call the City Clerk's Office at (928) 341-8420.

Buna Mozelle George

3777 E San Marcos Street
San Luis, AZ 85336
BunaMGeorge@Gmail.com

City of San Luis Mayor and Members of the City Council
1090 Union Street
San Luis, Arizona 85349

Re: Letter of Interest for the City of San Luis Planning & Zoning Commission

Dear Mayor and Council Members,

I respectfully submit my letter of interest for appointment to the City of San Luis Planning and Zoning Commission.

As a native of Yuma County and a resident of San Luis, my professional career has centered on land use, cross-border commerce, infrastructure development, and economic strategy within our border region. I currently serve as Executive Director of the Greater Yuma Port Authority, where I work closely with municipal leaders, state agencies, federal partners, developers, and private industry to strengthen trade corridors, align infrastructure investment, and promote responsible industrial growth.

Through this work, I have developed a deep understanding of how zoning, transportation access, utilities, environmental considerations, and long-term planning decisions directly impact economic vitality and quality of life. Land use policy is not theoretical to me it determines whether projects succeed, whether neighborhoods are protected, and whether communities thrive sustainably.

San Luis stands at a critical moment in its growth trajectory. As a border city with international trade significance, expanding residential development, and increasing commercial demand, we must ensure that planning decisions are strategic, balanced, and future-focused. I believe thoughtful zoning can attract investment while preserving community character, protecting neighborhoods, and ensuring infrastructure keeps pace with development.

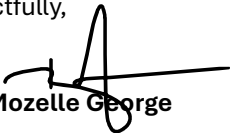
My professional background in logistics and supply chain management, combined with experience reviewing development proposals, coordinating with state and federal regulatory agencies, and analyzing infrastructure capacity, allows me to contribute meaningfully to discussions involving industrial siting, transportation corridors, commercial expansion, and residential growth patterns.

Equally important, I approach public service with transparency, collaboration, and respect for process. Sound planning requires listening to residents, business owners, developers, and fellow commissioners while evaluating projects through the lens of long-term community benefit.

It would be an honor to serve the City of San Luis in this capacity and contribute to shaping a well-planned, economically strong, and thoughtfully developed future.

Thank you for your consideration.

Respectfully,


Buna Mozelle George

Buna George

928-315-9070 | PO Box 4952 Yuma AZ 85366 | Buna@LGAdvisingLLC.com

Southern Border Community Development Manager

Leveraging and strategizing international border communities' assets to promote shared sustainable growth among southern border communities. Incorporating resources such as a shared labor pool, interconnected cultural influences, property uses and values to generate development for industry attraction highlighting beneficial logistical location and property pricing. Fluent in Spanish.

- Budgeting & Financial Management
- Intergovernmental Communication
- Strategist
- Stakeholder Engagement
- Industrial Development
- Effective written and verbal skills
- Autonomous Individual
- Integrous and Ethical

Education

Arizona State University, School of Liberal Arts and Sciences

Bachelor's degree in urban planning and development, December 2020.

Civic Engagement

Elevate Southwest, Chairwoman as of January 2026, board member as of 2022.

Board Member, Arizona/Mexico Commission, appointed by Governor Katie Hobbs, August 2023

Flinn-Brown, Arizona Center for Civic Leadership, Flinn-Brown Fellow 2023 Cohort.

Hispanic Leadership Award, Valle De Sol, Premio Orgullo, September 2023.

Professional Experience

LG Advising LLC | San Luis, AZ 85336 **Owner Operator**, November

2018 - Current

- As of November 2018, contracted exclusively with the Greater Yuma Port Authority.
- Serve a board of 8 appointed members made up of community leaders from both the private and public sectors. Coordinating monthly meetings that adhered to open meeting laws.
- Execute daily administrative tasks including accounting, budgeting, posting agendas, executing legal documents, recording minutes, managing social media platforms and nurturing stakeholder relationships
- Successfully assisted engineers, County Government and 3rd party Contractors in completing the design and development of over 120 acres of Industrial land adjacent to the commercial port in San Luis, AZ.
- Transformed the organization's overall financial condition via loan refinancing, land development, applying and receiving grants, allocating ARPA funds and Industrial real estate sales.
- Facilitate communication among state and federal partners with regards to efficient port operations
- Foster relationships with leadership from agencies as Customs and Border Protection (CBP), Arizona Department of Transportation (ADOT), US Department of Agriculture (USDA), Custom House Brokers (CHB), US and Mexico Consulates and Mexico's Federal agencies as deemed necessary.

- Active partner with region's Economic Development entities, enhancing the reach of port users through promotions and economic incentives to increase exposure of the land-based port of entry.

State of Arizona Real Estate License Holder | Yuma, AZ 85364

Realtor July 2013 – Current

- Current State of Arizona Real Estate license with Realty One Group Gateway in Yuma, AZ.
- Facilitate and execute all legal forms and contracts for residential and commercial sales and leasing within Yuma County
- Competitive negotiator who displays full fiduciary duties to any clients purchasing or liquidating property.
- Property management experience including but not limited to contract execution, move in documents, move out walk throughs, evictions, rent increases and managing over 175 owner and tenant accounts at one time with AppFolio platform.



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

7. C.

Meeting Date: 02/25/2026

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 City of San Luis accepting the proposed change order No. 3 from Pacific Advanced Civil Engineering, Inc. (PACE) pertaining to the design and construction phases of the West Wastewater Treatment Plant Expansion. **(Jorge Perez, Assistant Director of Public Works)**

SUMMARY:

As the City Council is aware, the City of San Luis has been working on the expansion of the West Wastewater Treatment Plant for several years. The project was originally initiated using a Construction Manager at Risk (CMAR) delivery method, and the City engaged Pacific Advanced Civil Engineering, Inc. (PACE) to serve as the design engineer for the project.

Despite the City's efforts during the pre-construction phase with two separate contractors serving as CMAR, the City was unable to reach a mutually acceptable contractual agreement with either firm. As a result, the Department of Public Works is proposing to transition the project from the CMAR delivery method to a traditional Design-Bid-Build (DBB) approach.

To facilitate this transition, the City requested a proposal from PACE to provide the additional professional services necessary to support bidding and construction under the DBB delivery method. These services include revisions to the plans and specifications to accommodate competitive bidding, administration of the bidding process, and construction-phase engineering and support services.

PACE has submitted a change order proposal that removes portions of the original CMAR-related scope of work and replaces them with a revised scope and fee structure aligned with the Design-Bid-Build approach. This change order reflects necessary adjustments to engineering fees following completion of the design phase and a strategic realignment of the project delivery method. With the design now finalized, PACE has developed a comprehensive understanding of the project's technical requirements and the City's operational objectives. This refined scope of work ensures those objectives are met while transitioning the project to a Design-Bid-Build delivery model, to be implemented in two (2) separate, non-concurrent construction phases.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE CHANGE ORDER NO. 3 FROM PACIFIC ADVANCE CIVIL ENGINEERING, INC. (PACE) IN THE AMOUNT OF \$272,687.00 AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: Yes
CITY/STATE/FEDERAL FUNDS: City/Federal
TOTAL: \$272,687.00
BUDGETED AMOUNT: \$18,575,000
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):
Budgeted Amounts:
- Account 310-311-90015 Capital Outlay CIP: \$18,575,000.00

Attachments

Change Order Proposal No. 3



AUTHORIZATION FOR CHANGE ORDER

TO: <u>City of San Luis</u>	ATTN: <u>Eulogio Vera</u>
<u>1090 E. Union St.</u>	DATE: <u>February 3, 2026</u>
<u>San Luis, AZ 85349</u>	PROJECT: <u>B777 West WWTP Expansion</u>
<u></u>	C.O. AUTHORIZATION #: <u>03</u>

Change Order Introduction

This Change Order reflects necessary adjustments to engineering fees following the completion of the design phase and a strategic realignment of the project delivery model. With the design now finalized, PACE has gained a comprehensive understanding of the project's technical complexities and specific City concerns. This insight has allowed for a refined scope of work that ensures the City's operational goals are met while transitioning from the originally estimated **Construction Manager at Risk (CMAR)** model to a **Design-Bid-Build (DBB)** approach across **two (2) separate, non-concurrent construction phases**.

Key Justifications

- **Strategic Scope Refinement:** Completion of the design phase has provided a clearer roadmap of the City's long-term requirements. This refined understanding allows PACE to better address specific municipal concerns regarding system integration and long-term maintenance that were not fully defined in the preliminary May 2024 estimate.
- **Redesign and Bid Packaging Requirements:** PACE has integrated design-phase comments from the initial CMAR; however, as the project is no longer moving forward with that CMAR for construction, the documents must be modified for the public bid process. This involves splitting the original design into **two (2) separate, independent sets of plans and technical specifications**. This ensures that the non-concurrent projects are clearly defined for outside bidders who lack the previous contractor's pre-construction knowledge.
- **Transition to Design-Bid-Build (DBB) Delivery:** Under a CMAR model, the contractor is an active partner during design, reducing the need for extensive engineering oversight. Transitioning to a traditional DBB model shifts the burden of quality assurance and technical coordination entirely to the Engineer. This requires increased management of **Requests for Information (RFIs)** and submittals, as the bidding contractors will not have the benefit of design phase project knowledge.
- **Enhanced Construction Oversight & City Protection:** To protect the City's capital investment, PACE must perform more diligent field oversight. In the absence of a CMAR team—who typically manage their own internal quality control—PACE will now lead the critical **Startup, Testing, and Commissioning** phases to ensure all infrastructure meets City standards.
- **Coordination of Record Drawings and O&M:** The administrative responsibility for verifying **Operations & Maintenance (O&M) manuals** and **Record Drawings** has shifted. PACE is now responsible for the primary coordination and validation of these assets from the contractor, ensuring the City receives accurate and complete documentation for future facility management.
- **Impact of Non-Concurrent Phasing:** Dividing the project into two distinct construction phases doubles the administrative requirements. This necessitates two separate bidding cycles and two mobilization periods, extending the project management timeline to support two independent construction contracts rather than one streamlined phase.

These additional services are essential to bridge the gap created by the change in delivery method and to address the specific project complexities identified during the final design. This adjustment ensures the project is delivered with the high level of quality, oversight, and operational readiness expected by the City Council.

Description of Services Modification:

The following tasks and amounts will be added for this change in scope. There are two (2) main groupings based on the bid packages:

- Force Main (FM) Bid & Construction Services
- Water Reclamation Facility (WRF) Bid & Construction Services

FORCE MAIN BID & CONSTRUCTION SERVICES

TASK 60 – FM BID SERVICES – ADDED SCOPE/BUDGET

1. Construction Document & Bid Package Preparation
 - a. Consultant shall modify the design efforts to date to create a new set of design plans and technical specifications for the Force Main portion of the project.
 - b. Engineer shall prepare a bid package for Client review and approval. Work includes, but may not be limited to the following:
 - i. Bid instructions and bid form;
 - ii. Construction contract and requirements;
 - c. This Client will be responsible for posting the documents on its bidding portal to track registered bidders and perform any other bid process support activities required.
2. Pre-Bid Conference Coordination & Moderation
 - a. Consultant shall assist Client in coordinating and facilitating the Pre-Bid Conference, including preparing the agenda and meeting minutes.
3. Response to RFIs & Issue Addendum(s)
 - a. Consultant shall prepare written responses to contractors' questions and prepare bid addendum(s) as required to clarify bid requirements.
4. Bid Evaluations & Recommendation
 - a. Consultant shall review contractor bids received and provide recommendations for the contractor selection.
5. Deliverables
 - a. Force Main Bid Package
 - b. Bid Meeting(s) Agenda & Minutes
 - c. Bid Tabulations
 - d. Bid Evaluation & Recommendation

TASK 61 – FM CONSTRUCTION MANAGEMENT – ADDED SCOPE/BUDGET

Project construction will be approximately 4 months. Consultant's Engineer-of-Record (and other team members as required) will attend the approximately 8-progress meeting during the construction of this WWTP Expansion. Oversight of construction progress will be provided along with administrative management including billing, invoices, meeting notes, etc. as necessary.

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

TASK 62 – FM CONSTRUCTION SUPPORT – ADDED SCOPE/BUDGET

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 Contractor. This task involves the following:

- RFI, ESI & Project Inquiries/Coordination
- Change Orders
- Work Directives

For change orders or work directives and provide comments and recommendations.

TASK 63 – RECORD DRAWINGS – ADDED SCOPE/BUDGET

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.

FINAL INSPECTIONS – BY CITY

Excluded from Consultant scope.

SUBSTANTIAL COMPLETION – BY CITY

Excluded from Consultant scope.

WATER RECLAMATION FACILITY BID & CONSTRUCTION SERVICES

TASK 70 – WRF BID SERVICES – ADDED SCOPE/BUDGET

1. Construction Document & Bid Package Preparation
 - a. Consultant shall modify the design efforts to date to create a new set of design plans and technical specifications for the Water Reclamation Facility portion of the project.
 - b. Engineer shall prepare a bid package for Client review and approval. Work includes, but may not be limited to the following:
 - i. Bid instructions and bid form;
 - ii. Construction contract and requirements;
 - c. This Client will be responsible for posting the documents on its bidding portal to track registered bidders and perform any other bid process support activities required.
2. Intensification Drawings
 - a. The Consultant shall prepare Intensification Drawings to support the planned expansion and optimized operation of the San Luis West Water Reclamation Facility. These drawings refine and clarify the integration of new treatment processes, capacity-enhancing improvements, and modified hydraulic or process configurations necessary to meet the City's long-term wastewater treatment and regulatory objectives.
3. East West Plant Preparation for Construction
 - a. Consultant shall assist City operational staff in optimizing operations for the East Plant to ensure it can handle the higher flow conditions when the flow is diverted from the West Plant during construction.
4. Pre-Bid Conference Coordination & Moderation
 - a. Consultant shall assist Client in coordinating and facilitating the Pre-Bid Conference, including preparing the agenda and meeting minutes.
5. Response to RFIs & Issue Addendum(s)

- a. Consultant shall prepare written responses to contractors' questions and prepare bid addendum(s) as required to clarify bid requirements.
6. Bid Evaluations & Recommendation
 - a. Consultant shall review contractor bids received and provide recommendations for the contractor selection.
7. Deliverables
 - a. Water Reclamation Facility Bid Package
 - b. Bid Meeting(s) Agenda & Minutes
 - c. Bid Tabulations
 - d. Bid Evaluation & Recommendation

TASK 71 – WRF CONSTRUCTION MANAGEMENT – MODIFIED SCOPE

Project construction will be approximately 16 months. Consultant's Engineer-of-Record (and other team members as required) will attend the approximately 52-progress meeting during the construction of this WWTP Expansion. Oversight of construction progress will be provided along with administrative management including billing, invoices, meeting notes, etc. as necessary.

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

TASK 72 – WRF CONSTRUCTION SUPPORT – MODIFIED SCOPE

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 Contractor. This task involves the following:

- RFI, ESI & Project Inquiries/Coordination
- Structural Submittals
- Electrical Submittals
- Change Orders
- Work Directives

For change orders or work directives and provide comments and recommendations.

TASK 73 – WRF ONSITE RESIDENT PROJECT REPRESENTATIVE (RPR) – MODIFIED SCOPE

The Onsite Resident Project Representative will be onsite full time 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 labor and travel expenses required.

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 74 – WRF STARTUP ASSISTANCE & TRAINING – MODIFIED SCOPE

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 75 – WRF SPECIAL INSPECTIONS (T&E) – NO CHANGE

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 76 – WRF FINAL INSPECTIONS – MODIFIED SCOPE

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

TASK 77 – WRF SUBSTANTIAL COMPLETION – NO CHANGE

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.

TASK 78 – WRF OPERATIONS & MAINTENANCE (O&M) MANUAL – MODIFIED SCOPE

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 79 – WRF RECORD DRAWINGS – MODIFIED SCOPE

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 80 – WRF ON-CALL OPERATIONAL SUPPORT (T&E) – MODIFIED SCOPE

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 81 – WRF CONSTRUCTION WARRANTY INSPECTION (T&E) – MODIFIED SCOPE

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-month 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.

Compensation:

With this Change Order, we are updating to apply our 2025 rates (rate schedule attached). CONSULTANT will complete the work outlined herein, and invoice City monthly progress based on a fee budget of \$268,385, plus an allowance budget of \$4,302 billed at time and expense for a total of **\$272,687** in accordance with the attached "Hourly Labor and Expenses Rates Schedule" and "Estimate Worksheet. Additionally, we will be adjusting our invoice to bill once the changes are complete, attached is the proposed draft for review and approval.

<u>Task Description</u>	<u>Professional Fee</u>
Task 60 FM Bid Services	\$ 33,582
Task 61 FM Construction Management	\$ 12,714
Task 62 FM Construction Support	\$ 16,712
Task 63 FM Record Drawings	\$ 6,397
<i>Force Main Subtotal</i>	<i>\$ 69,405</i>

<u>Task Description</u>	<u>Professional Fee</u>
Task 70WRF Bid Services	\$ 84,312
Task 71WRF Construction Management	\$ 24,164
Task 72WRF Construction Support	(\$ 24,988)
Task 73WRF Onsite Resident Project Representative (RPR)	\$ 70,000
Task 74WRF Startup & Training	\$ 18,260
Task 75WRF Special Inspections (T&E)	\$ 0
Task 76WRF Final Inspections	\$ 1,248
Task 77WRF Substantial Completion	\$ 0
Task 78WRF Operations & Maintenance (O&M) Manual	\$ 19,328
Task 79WRF Record Drawings	\$ 6,656
Task 80WRF On-Call Operational Support (T&E)	\$ 2,632
Task 81WRF Construction Warranty Inspection (T&E)	\$ 1,940
<i>Water Reclamation Facility Subtotal</i>	<i>\$272,687</i>

This Request - Change Order # 03: \$272,687

Estimated By: Michael G. Krebs, PE - PACE

February 3, 2026
Date

AGREED TO AND ACCEPTED BY:

By _____
City of San Luis

Date





2025 HOURLY LABOR RATES

Principal	\$312
Sr. Project Manager / Sr. Consulting Engineer	\$270
Project Manager / Consulting Engineer / Sr. I&C Specialist	\$260
Sr. GIS Analyst / Manager	\$265
Sr. Electrical Engineer	\$255
Sr. Project Engineer / Sr. Design Engineer	\$220
Project Engineer / Design Engineer II / Electrical Engineer	\$198
Instrumentation & Controls Specialist	\$192
Sr. CAD Designer	\$182
Design Engineer	\$156
CAD Designer / GIS Analyst	\$151
Graphic Designer / Technical Editor	\$130
Project Coordinator	\$109
Administrative Support	\$104
Assistant Designer	\$88
G.P.S. Survey Unit (w/ Operator)	\$302
Expert Witness / Legal Consultation	\$400 + Exp.

REIMBURSABLE EXPENSE RATES*

	Units	Cost
<u>Travel</u>		
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
<u>Outside Reproduction</u>		
		At Cost
<u>Shipping (FedEx, UPS, Courier, etc.)</u>		
		At Cost
<u>Misc. (Review Fees, Specific Charges)</u>		
		At Cost
<u>Reproduction (In-House)</u>		
Sheet Bond - B/W Prints and Copies – All sizes (8 ½ x 11 to 12 x18)	SF	\$0.16
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%



**ENGINEERING FEE ESTIMATE
PROJECT WORKSHEET**

Project Data	
Project Name:	San Luis West WWTP Expansion
Client:	City of San Luis
PACE Job Number:	B777 Change Order #3
Estimate Date:	February 3, 2026

2025 PACE Hourly Rate Schedule	
Description	Hourly Rate
Principal	\$312
Sr. Proj. Mgr./Sr. Consulting Engr.	\$270
Project Manager /Consulting Engr./Sr. I&C Specialist	\$260
Sr. GIS Analyst / Manager	\$265
Sr. Electrical Engineer	\$255
Sr. Proj. Engr./Sr. Design Engr.	\$220
Proj. Engr/Design Engineer II/Electrical Engineer	\$198
Instrumentation & Controls Specialist	\$192
Sr. CAD Designer	\$182
Design Engineer	\$156
CAD Designer/GIS Analyst	\$151
Graphic Designer / Technical editor	\$130
Project Coordinator	\$109
Administrative Support	\$104
Assistant Designer	\$88
G.P.S. Survey Unit (w/Operator)	\$302
Expert Witness/Legal Consultation	\$400 + Exp.

Added Scope/Budget Total	\$153,717
Modified Scope Total	\$118,970
Total CO#3 Fee Amount	\$272,687

Item No.	Work Item Description	Estimated Manhours									Man-Power Subtotal	Subconsultant Cost	Expenses	Total Task Costs
		Principal	Sr. Proj Mgr/Sr. Consulting Engr.	Sr. Electrical Engineer	Sr. Project Engineer/Sr. Design Engr.	Project Engr/ /Design Engr. II/Electrical Engr.	Sr. CAD Designer	Design Engineer	CAD Designer /GIS Analyst	Project Coordinator				
		312	270	255	220	198	182	156	145	109				
FORCE MAIN (FM)														
FM BID SERVICES														
60	FM BID SERVICES										\$18,178	\$0	\$2,500	\$33,582
60.1	Bid Package Preparation	2	6					8		20	\$5,672	\$0	\$0	\$5,672
60.2	Construction Doc Finalization (PCL comments)	2	6				40	4	16	4	\$12,904	\$0	\$0	\$12,904
60.3	Pre-Bid Conference	4	6							4	\$3,304	\$0	\$2,500	\$5,804
60.4	Response to RFIs & Issue Addenda	2	8			8		8		8	\$6,488	\$0	\$0	\$6,488
60.5	Bid Evaluations & Recommendation	2	4			4				2	\$2,714	\$0	\$0	\$2,714
FM CONSTRUCTION SERVICES														
61	FM CONSTRUCTION MANAGEMENT										\$10,214	\$0	\$2,500	\$12,714
61	Construction Management		24			12				8	\$10,214	\$0	\$2,500	\$12,714
62	FM CONSTRUCTION SUPPORT										\$16,712	\$0	\$0	\$16,712
62	RFI, ESI, & Proj. Inquiries/Coordination		16		32	12				20	\$16,712	\$0	\$0	\$16,712
63	FM RECORD DRAWINGS										\$6,397	\$0	\$0	\$6,397
63	Record Drawings		2		12		16				\$6,397	\$0	\$0	\$6,397
FM FINAL INSPECTIONS/ ECOC														
	Final Inspections										\$0	\$0	\$0	\$0
BY CITY														
FM SUBSTANTIAL COMPLETION														
	Substantial Completion										\$0	\$0	\$0	\$0
BY CITY														
FORCE MAIN TOTALS		12	72	0	44	36	56	20	16	66	\$51,501	\$0	\$5,000	\$69,405
WATER RECLAMATION FACILITY (WRF)														
WRF BID SERVICES														
70	WRF BID SERVICES										\$28,904	\$0	\$3,500	\$84,312
70.1	Construction Doc & Bid Package Preparation	2	4					8		16	\$4,696	\$0	\$0	\$4,696
70.2	Construction Doc Finalization (PCL comments)	2	4				80	8	40	8	\$24,184	\$0	\$0	\$24,184
70.3	Intensification Drawings	2	8			16	32	8			\$13,024	\$0	\$0	\$13,024
70.4	East West Plant Preparation for Construction	24			8	24					\$14,700	\$0	\$0	\$14,700
70.5	Pre-Bid Conference	8	16					8		6	\$8,718	\$0	\$3,500	\$12,218
70.6	Response to RFIs & Issue Addenda	2	8			24				8	\$8,408	\$0	\$0	\$8,408
70.7	Bid Evaluations & Recommendation	8	8			8		4		2	\$7,082	\$0	\$0	\$7,082

WRF CONSTRUCTION SERVICES														
71	WRF CONSTRUCTION MANAGEMENT										\$26,214	\$0	(\$2,050)	\$24,164
71	Construction Management & Meetings	26	114		-140	64				50	\$26,214	\$0	(\$2,050)	\$24,164
72	WRF CONSTRUCTION SUPPORT										(\$35,488)	\$10,500	\$0	(\$24,988)
72	Submittals RFI, ESI, & Proj. Inquiries/Coordination	8	96		100	-200				-536	(\$47,608)	\$0	\$0	(\$47,608)
72	Structural Submittals										\$0	\$10,500	\$0	\$10,500
72	Electrical Submittals		8	8	36						\$12,120	\$0	\$0	\$12,120
73	WRF ONSITE RPR										\$0	\$0	\$0	\$70,000
73	Onsite RPR (WRF, add 2 months for total of 14 months)										\$0	\$0	\$0	\$70,000
74	WRF STARTUP & TRAINING										\$13,760	\$0	\$4,500	\$18,260
74	Startup Assistance and Training		64		-88	80					\$13,760	\$0	\$4,500	\$18,260
75	WRF SPECIAL INSPECTIONS (T&E)										\$0	\$0	\$0	\$0
75	Special Inspections (Allowance)										\$0	\$0	\$0	\$0
76	WRF FINAL INSPECTIONS										\$1,248	\$0	\$0	\$1,248
76	Final Inspections	4									\$1,248	\$0	\$0	\$1,248
77	WRF SUBSTANTIAL COMPLETION										\$0	\$0	\$0	\$0
77	Substantial Completion										\$0	\$0	\$0	\$0
78	WRF OPERATIONS & MAINTENANCE (O&M) MANUAL										\$19,328	\$0	\$0	\$19,328
78	O&M Manual					80				32	\$19,328	\$0	\$0	\$19,328
79	WRF RECORD DRAWINGS										\$6,656	\$0	\$0	\$6,656
79	Record Drawings						16	24			\$6,656	\$0	\$0	\$6,656
80	WRF ON-CALL OPERATIONAL SUPPORT (T&E)										\$0	\$0	\$0	\$2,362
80	On-Call Operational Support (Allowance)										\$0	\$0	\$0	\$2,362
81	WRF Construction Warranty Inspection (T&E)										\$0	\$0	\$0	\$1,940
81	Construction Warranty Inspection (Allowance)										\$0	\$0	\$0	\$1,940
	WRF TOTALS	86	330	8	-84	96	128	60	40	-414	\$60,622	\$10,500	\$5,950	\$203,282



8723 E. Via de Commercio #A-204
 Scottsdale, AZ 85258
 (480) 991-3595

CITY OF SAN LUIS
 ATTN: MR. EULOGIO VERA
 1090 E. UNION ST.
 SAN LUIS, AZ 85349

Invoice Number: xxxx
 Date: 01/31/26

Project Manager: Mike Krebs
 Project: **B777 San Luis WWTP
 Engineering Agreement**

For Professional Services through 01/31/26


Description	Contract Amount	%	Prior Billed	Current Amount Due	Total Complete	Remaining
11 Project Design Management	\$ 78,000.00	100%	\$ 78,000.00	\$ -	\$ 78,000.00	\$ -
23 CMAR Selection	\$ 9,120.00	100%	\$ 9,120.00	\$ -	\$ 9,120.00	\$ -
24 CMAR Design Coordination	\$ 54,800.00	95%	\$ 52,060.00	\$ -	\$ 52,060.00	\$ 2,740.00
25 Clean Closure Plan	\$ 22,250.00	60%	\$ 13,350.00	\$ -	\$ 13,350.00	\$ 8,900.00
30 Data Gathering & Site Visits	\$ 34,300.00	85%	\$ 29,210.00	\$ -	\$ 29,210.00	\$ 5,090.00
30.1 Review Capacity & Expansion Evaluation	\$ 5,840.00	100%	\$ 5,840.00	\$ -	\$ 5,840.00	\$ -
30.2 Operator Workshop	\$ 5,090.00	0%	\$ -	\$ -	\$ -	\$ 5,090.00
30.3 MBR Tour (Allowance)	\$ 14,730.00	100%	\$ 14,730.00	\$ -	\$ 14,730.00	\$ -
30.4 Site Visit	\$ 2,850.00	100%	\$ 2,850.00	\$ -	\$ 2,850.00	\$ -
30.5 Electrical Engineer Onsite Visit	\$ 5,790.00	100%	\$ 5,790.00	\$ -	\$ 5,790.00	\$ -
31 Survey & Geotechnical	\$ 88,790.00	100%	\$ 88,790.00	\$ -	\$ 88,790.00	\$ -
31.1 Survey	\$ 55,670.00	100%	\$ 55,670.00	\$ -	\$ 55,670.00	\$ -
31.2 Geotechnical Investigation	\$ 33,120.00	100%	\$ 33,120.00	\$ -	\$ 33,120.00	\$ -
32 Conceptual Design Report	\$ 41,830.00	100%	\$ 41,830.00	\$ -	\$ 41,830.00	\$ -
33 Performance Specifications	\$ 113,590.00	83%	\$ 93,990.00	\$ -	\$ 93,990.00	\$ 19,600.00
33.1 Headworks (Screening & GRIT Removal)	\$ 24,500.00	100%	\$ 24,500.00	\$ -	\$ 24,500.00	\$ -
33.2 MBR Secondary Process	\$ 34,740.00	100%	\$ 34,740.00	\$ -	\$ 34,740.00	\$ -
33.3 Sludge Dewatering Equipment	\$ 24,500.00	100%	\$ 24,500.00	\$ -	\$ 24,500.00	\$ -
33.4 Blower Equipment	\$ 24,500.00	20%	\$ 4,900.00	\$ -	\$ 4,900.00	\$ 19,600.00
33.5 Review Recommendations W/City & CMAR	\$ 3,770.00	100%	\$ 3,770.00	\$ -	\$ 3,770.00	\$ -
33.6 Award Equip. (city) w/ Letter of Intent	\$ 1,580.00	100%	\$ 1,580.00	\$ -	\$ 1,580.00	\$ -
40 Influent Force Main Replacement Design	\$ 43,080.00	100%	\$ 43,080.00	\$ -	\$ 43,080.00	\$ -
41 60% WWTP Design Services	\$ 320,840.00	100%	\$ 320,840.00	\$ -	\$ 320,840.00	\$ -
42 90 % WWTP Design Services	\$ 204,320.00	100%	\$ 204,320.00	\$ -	\$ 204,320.00	\$ -
43 100% WWTP Design Services	\$ 127,620.00	100%	\$ 127,620.00	\$ -	\$ 127,620.00	\$ -
44 Onsite Reuse Pump Station	\$ 28,960.00	100%	\$ 28,960.00	\$ -	\$ 28,960.00	\$ -
45 Power System Study	\$ 96,510.00	35%	\$ 33,548.00	\$ -	\$ 33,548.00	\$ 62,962.00
45.1 Data Collection & Evaluation	\$ 20,460.00	100%	\$ 20,460.00	\$ -	\$ 20,460.00	\$ -
45.2 Power System Model	\$ 20,680.00	35%	\$ 7,238.00	\$ -	\$ 7,238.00	\$ 13,442.00
45.3 Short Circuit Analysis	\$ 9,250.00	0%	\$ -	\$ -	\$ -	\$ 9,250.00
45.4 Overcurrent Protect. Device Coord. Analysis	\$ 9,250.00	0%	\$ -	\$ -	\$ -	\$ 9,250.00
45.5 Calculations	\$ 11,700.00	50%	\$ 5,850.00	\$ -	\$ 5,850.00	\$ 5,850.00
45.6 Reports	\$ 21,090.00	0%	\$ -	\$ -	\$ -	\$ 21,090.00
45.7 Arc Flash Incident Energy Lables	\$ 4,080.00	0%	\$ -	\$ -	\$ -	\$ 4,080.00
50 Permitting	\$ 62,720.00	94%	\$ 59,074.00	\$ -	\$ 59,074.00	\$ 3,646.00
50.1 ADEQ APP Significant Amendment	\$ 52,520.00	95%	\$ 49,894.00	\$ -	\$ 49,894.00	\$ 2,626.00
50.2 ADEQ 4.01 Permit (NOI & Discharge Auth)	\$ 10,200.00	90%	\$ 9,180.00	\$ -	\$ 9,180.00	\$ 1,020.00
60 FM Bid Services	\$ 33,582.00	0%	\$ -	\$ -	\$ -	\$ 33,582.00
61 FM Construction Management	\$ 12,714.00	0%	\$ -	\$ -	\$ -	\$ 12,714.00
62 FM Construction Support	\$ 16,712.00	0%	\$ -	\$ -	\$ -	\$ 16,712.00
63 FM Record Drawings	\$ 6,397.00	0%	\$ -	\$ -	\$ -	\$ 6,397.00
70 WRF Bid Services	\$ 84,312.00	0%	\$ -	\$ -	\$ -	\$ 84,312.00
71 WRF Construction Management	\$ 82,698.00	0%	\$ -	\$ -	\$ -	\$ 82,698.00
72 WRF Construction Support	\$ 182,858.00	0%	\$ -	\$ -	\$ -	\$ 182,858.00
73 WRF Onsite RPR	\$ 490,000.00	0%	\$ -	\$ -	\$ -	\$ 490,000.00
74 WRF Startup & Training	\$ 48,456.00	0%	\$ -	\$ -	\$ -	\$ 48,456.00
75 Special Instructions (T&E)	\$ 25,000.00	0%	\$ -	\$ -	\$ -	\$ 25,000.00

76 Final Inspection	\$ 10,962.00	0%	\$ -	\$ -	\$ -	\$ 10,962.00
77 Substantial Completion	\$ 6,324.00	0%	\$ -	\$ -	\$ -	\$ 6,324.00
78 Operation & Maintenance (O&M) Manual	\$ 39,530.00	0%	\$ -	\$ -	\$ -	\$ 39,530.00
79 Record Drawings	\$ 18,500.00	0%	\$ -	\$ -	\$ -	\$ 18,500.00
80 On-Call Support (T&E)	\$ 25,270.00	0%	\$ -	\$ -	\$ -	\$ 25,270.00
81 Construction Warranty Inspection (T&E)	\$ 15,000.00	0%	\$ -	\$ -	\$ -	\$ 15,000.00
Total	\$ 2,425,045.00	50%	\$ 1,223,792.00	\$ -	\$ 1,223,792.00	\$ 1,131,848.00

Invoice Total \$ -

Consultant

Amount Approved

 _____

Contract Summary

Client Approval

Contract	Date	Amount
Original	06/14/24	\$ 2,004,638.00
CO1	04/21/25	\$ 125,470.00
CO2	10/07/25	\$ 22,250.00
CO32	02/0/26	\$ 272,687.00
Total		\$ 2,425,045.00

Notes

Aging Summary

Inv #	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
xxxx	01/31/26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

DRAFT



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

7. D.

Meeting Date: 02/25/2026

Department Head: Tomas Sanchez, City Engineer, Engineering

Submitted By: Oscar Barnett, Project Manager, Engineering

Action Requested: Motion

ITEM:

Discussion and possible action on any and all matters regarding the award of a contract to Kimley Horn and Associates, Inc. for design and professional services for Well Site #3 Water Tank and Hydropneumatic Tank Rehabilitation. **(Tomas Sanchez, City Engineer)**

SUMMARY:

The Engineering Department, on behalf of the Department of Public Works – Water Division, is seeking Council approval for design and professional services related to the rehabilitation of the potable water storage tank, hydropneumatic tanks, and associated site piping located at Well Site No. 3 as allowed under procurement code section 03.05.080 Professional Services.

The existing water storage tank and hydropneumatic tanks were inspected in November 2025, and significant deficiencies were documented in the storage tank, hydropneumatic tanks, and site piping. Key issues include severe deterioration of the 300,000-gallon welded steel tank, particularly roof rafter corrosion, coating failure, structural delamination, inadequate ventilation leading to condensation-driven corrosion, and required safety upgrades. Additional concerns include incompatible bituminous coatings on the site piping and hydropneumatic tanks, deterioration of the original coatings, and the need for full interior and exterior recoating, appurtenance replacement, and hydropneumatic tank recertification.

The intent of this design effort is to reduce long-term corrosion risk, improve hydraulic and operational performance, and support the reliable and compliant operation of Well Site No. 3.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE PROFESSIONAL SERVICES CONTRACT WITH KIMLEY HORN AND ASSOCIATES, INC. FOR THE DESIGN OF WELL SITE #3 WATER TANK REHABILITATION IN THE AMOUNT OF \$65,940.00 AS PRESENTED.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	Yes
CITY/STATE/FEDERAL FUNDS:	City
TOTAL:	\$65,940
BUDGETED AMOUNT:	\$1,700,000.00
AVAILABLE AMOUNT TO TRANSFER:	N/A

ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: See Fiscal Impact
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):
Capital Outlay Account 300-302-90015

Attachments

Proposal
Contract

February 11, 2026

Mr. Jorge Perez
Assistant Director of Public Works
City of San Luis, Arizona

Re: Well Site 3 Rehabilitation Design Scope and Fee for the City of San Luis

Dear Mr. Perez:

Kimley-Horn and Associates, Inc. (“Engineer” or “Kimley-Horn”) is pleased to submit this letter agreement (the “Agreement”) to the City of San Luis (“City”) for providing design and professional services related to the rehabilitation of the potable water storage tank, hydropneumatic tanks, and site piping located at Well Site 3.

PROJECT DESCRIPTION

This project consists of providing bid phase and construction phase support for the rehabilitation of Well Site 3 (WS3). The rehabilitation scope is based on the November 17, 2025 condition assessment site visit and associated report prepared by Kimley-Horn, which documented significant deficiencies in the potable water storage tank, hydropneumatic tanks, and site piping. Key issues include severe deterioration of the 300,000-gallon welded steel tank, particularly roof rafter corrosion, coating failure, structural delamination, inadequate ventilation leading to condensation-driven corrosion, and required safety upgrades. Additional concerns include incompatible bituminous coatings on site piping and hydropneumatic tanks with original coatings that now require full interior/exterior recoating, appurtenance replacement, and ASME recertification.

The rehabilitation effort is intended restore WS3 to reliable operational status, extend asset life, and ensure regulatory and safety compliance. Improvements are anticipated to include replacement of corroded roof structural components; full interior/exterior blasting and recoating using updated NSF certified coating systems; installation of a new ventilation, replacement of the interior overflow with a properly sized conical weir, upgrades to safety railings, tie-offs, and hatch systems, hydropneumatic tank recoating, appurtenance upgrades, and recertification, and site piping. Final scope details will be established through the bidding process and contractor participation.

These measures are intended to reduce long-term corrosion risk, improve hydraulic and operational performance, and support reliable, compliant operation of WS3.

SCOPE OF SERVICES

Task 1. Project Management

Project management includes contract management, schedule, invoicing, internal meetings with staff, Quality Control/Quality Assurance, CADD maintenance, and discipline coordination.

Task 2. Bid Phase Services

Kimley-Horn will prepare a site layout exhibit and coating specifications for inclusion in the bid package. This project is assumed to be delivered using a design-bid-build construction approach. Construction is anticipated to follow applicable MAG Standards and Details, unless otherwise noted in the bid documents. Kimley-Horn will compile a bid form for inclusion in the bid package and will respond to bidder questions during the bid phase to clarify the design intent.

Assumptions:

- Preparation of full design plans, detailed technical specifications for tank construction, and record drawings are not included in this scope of services.

Task 3. Construction Phase Services

Kimley-Horn will work directly with the construction contractor throughout the design phase and shop drawing process. To expedite design, the structural steel plans will not be included in this design package but will be submitted by the contractor as a shop drawing for engineer review. Early coordination will:

- Align fabrication methods with design intent
- Support material selection based on availability and lead times
- Establish sequencing of work and construction timelines
- Allow proactive review of contractor-prepared structural shop drawings

This partnership ensures that contractor-driven structural detailing proceeds efficiently, reduces redesign iterations, and supports a streamlined transition from design into construction.

Kimley-Horn will provide the following construction phase services, based on the assumptions noted below:

- Review of construction submittals up to the number of hours in the fee breakdown.
- Respond to construction RFIs up to the number of hours in the fee breakdown.
- Structural special inspections – up to four (4) trips.

Coating inspection services by RFI Consultants (Subconsultant): Kimley-Horn recommends including third-party coating inspection by RFI Consultants to ensure compliance with

specified surface preparation and coating application requirements. A total of up to twenty (20) coating inspection trips should be budgeted:

- Up to fourteen (14) trips to San Luis for potable water storage tank surface preparation and coating application.
- Up to six (6) trips to San Luis for hydropneumatic tank coating inspection activities.

These inspections will help verify proper blasting profiles, primer adhesion, dry-film thickness, curing, and conformance with the coating manufacturer's requirements to ensure long-term performance of the rehabilitated assets.

Proper surface preparation is the most critical factor influencing the long-term performance and service life of steel coating systems. Inadequate blasting, surface cleanliness, or early-stage coating defects cannot be corrected later and directly reduce coating adhesion, increase corrosion potential, and significantly shorten asset lifespan. Because WS3 includes both a large welded-steel potable water tank and hydropneumatic tanks in San Luis, RFI Consultants must perform coating inspections at all major phases of surface preparation and coating application for each facility. Budgeting 10 trips, five dedicated to the water storage tank and five dedicated to the hydropneumatic tanks, ensures all required hold points (surface prep verification, primer application, stripe coat application, finish coat application, and final cure inspection) are properly monitored to deliver a durable, compliant, and long-lasting rehabilitation outcome.

Assumptions:

- Hydropneumatic tank rehabilitation will be completed in San Luis – if this is at an alternative location the price for the subcontract may change.

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. The list of additional services included but are not limited:

- Additional meetings and site visits
- Water quality sampling
- Environmental investigation
- Topographical survey
- Subsurface Utility Engineering (SUE)
- Geotechnical investigation
- Hydraulic modeling
- Booster site upgrades
- Archaeological services
- Cathodic protection design

- Easement acquisition or ROW services
- Traffic control
- Erosion control
- Full design services
- As-built drawings
- Development of construction drawings
- Technical specifications

INFORMATION PROVIDED BY CLIENT

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

- As-builts
- Survey Data
- Geotechnical Investigation (if required)
- O&M equipment data

SCHEDULE

The proposed schedule is limited to preparation of bid phase services in Task 2 and assumes receipt of a formal Notice to Proceed (NTP) from the City. Kimley-Horn anticipates approximately three (3) weeks from NTP to assemble the documents presented in Task 2, assuming timely receipt of requested information and coordination with the City.

The construction schedule and rehabilitation sequencing will be developed and finalized by the Contractor after award. Kimley-Horn's services during construction will be performed in accordance with the Contractor's approved project schedule.

The schedule is subject to adjustment based on City direction, procurement timelines, contractor participation, and unforeseen site conditions.

FEE AND EXPENSES

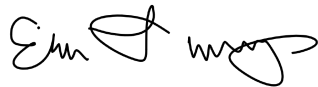
Kimley-Horn will perform the services in this scope for the total lump sum fee of **\$65,940**. Individual task amounts are informational only. Kimley-Horn reserves the right to reallocate amounts among tasks as necessary. All permitting, application, and similar project fees will be paid directly by the Client.

CLOSURE

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions at 520-245-6290 and erin.lansey@kimley-horn.com.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



By: Erin Lansey
Project Manager



Kevin Payne, PE, CFM
Senior Project Manager (Authorized Signer)

cc: Fee

**City of San Luis
Well Site 3 Tank Upgrades**

		PM/Senior Professional II	Senior Professional	Professional	Designer	Analyst	Project Accountant	Admin Support
TASK DESCRIPTION	SUBTOTAL	\$ 240.00	\$ 210.00	\$ 170.00	\$ 150.00	\$ 125.00	\$ 105.00	\$ 105.00
Task 1. Project Management	\$ 4,260.00	16	0	0	0	0	4	0
Project Administration	\$ 4,260.00	16					4	
Task 2. Bid Phase Services	\$ 8,880.00	8	16	0	24	0	0	0
Bid Phase Services	\$ 8,880.00	8	16		24			
Task 3. Post Design Services	\$ 16,000.00	16	32	32	0	0	0	0
Submittal Review	\$ 4,640.00	8		16				
Request for Information Review	\$ 4,640.00	8		16				
Special Inspections (Structural)	\$ 6,720.00		32					
SUBTOTAL DIRECT LABOR	\$ 29,140.00	40	48	32	24	-	4	-
SUBCONTRACTOR & EXPENSES								
	RFI Consultants	\$ 36,800.00						
	Expenses	\$ 4,600.00						
	SUBCONTRACTOR & EXPENSES SUBTOTAL	\$ 36,800.00						
	SUBTOTAL							
	TOTAL PROJECT	\$ 65,940.00						



PROFESSIONAL ENGINEERING SERVICES AGREEMENT

Professional Services Agreement (this "Agreement") is effective the ____ day of _____, 2026, between the City of San Luis, Arizona, a municipal corporation of the State of Arizona ("CITY"), and Kimley-Horn and Associates, Inc. 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 Scope and Fee Proposal for Engineering Services, dated February 11, 2026, for providing bid phase and construction phase support for the rehabilitation of Well Site 3 (WS3). The rehabilitation scope is based on the condition assessment site visit and associated report prepared by Kimley-Horn and is intended restore WS3 to reliable operational status, extend asset life, and ensure regulatory and safety compliance.

SECTION II – SCOPE OF WORK

ENGINEER's scope of work is as described in Exhibit 1.

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 San Luis City Engineer or 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 SAN LUIS CITY ENGINEER

ENGINEER shall perform all necessary services provided under the Agreement and outlined in the proposal and shall do, perform, and carry out such work to meet the professional standard of care. The City Engineer 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 City Engineer 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 60 days to complete scope of work, as described in Exhibit 1. 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 \$65,940.00, as delineated in the proposal at 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, and employees (“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 to the extent caused in whole or in part by negligent 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 negligent 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

Commercial General Liability, including:

Coverage Amounts- Minimum Limits:

Premises and Operations
Contractual Liability

\$1,000,000 Combined Single Limit, per
occurrence and \$2,000,000 general
aggregate

Personal-Injury Liability

Independent Contractors Liability

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



City of San Luis

Engineering Department

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.

<u>Workers Compensation and Employer's Liability</u>	Statutory \$1,000,000
<u>Professional Liability (Errors and Omissions) Insurance</u>	\$1,000,000 per claim and \$2,000,000 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 and 41-4401 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 CITY shall be to the attention of the City Engineer, copies to the City Manager, City Attorney, and City Clerk.
- C. Notices for delivery to the ENGINEER shall be to the attention of Kevin W. Payne, P.E., CFM, Senior Project Manager, 3300 E. Sunrise Dr. Suite 130, Tucson, Arizona 85718 (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 – DISPUTE RESOLUTION

In the event of any dispute arising under or related to this Agreement, the Parties shall first meet in good faith to attempt to resolve the dispute through direct negotiations. If the dispute cannot be resolved through such negotiations, the Parties agree to submit the dispute to confidential, non-binding mediation. The mediation shall be conducted by a mutually agreed-upon mediator, or if the Parties cannot agree, a mediator shall be appointed by a recognized mediation organization. The mediation shall occur within 21 days of the mediator's appointment and shall last no more than two business days unless otherwise agreed by the Parties. The costs of mediation shall be shared equally by the parties. Under no circumstances shall the Parties submit the dispute to arbitration, whether binding or non-binding, as a method of resolution.

SECTION XXI – 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 up to the effective date of the 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 XXII – 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.

Any modifications made by the CITY to any of the ENGINEER's documents, or any use, partial use or reuse of the documents without written authorization or adaptation by the ENGINEER will be at the CITY's sole risk and without liability to the ENGINEER, and the CITY shall indemnify, defend and hold the ENGINEER harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom.

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 XXIII – 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 XXIV – 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 XXV – 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 XXVI – 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 XXVII – 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 XXVIII – 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 XXIX – 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 XXX – 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 60 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 XXXI – 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.

SECTION XXXII – 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, ENGINEER 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's termination date occurs before the end of the remedy period, the Agreement terminates on the Agreement termination date.

SECTION XXXIII – 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.

SECTION XXXIV – 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. Further, ENGINEER shall provide the original, wet ink signature to the CITY for the purposes of recording this agreement.

SECTION XXXV – 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 \$65,940.00.

[Remainder intentionally left blank, signature page follows.]



City of San Luis

Engineering Department

City of San Luis, Arizona

Nieves Riedel, City Mayor

Date: _____

Attest:

Sonia Cornelio, City Clerk

Approved As to Form:

Joe Estes, Interim City Attorney

Kimley-Horn and Associates, Inc.

Kevin Payne, P.E., Senior Project Manager

Date: _____



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

7. E.

Meeting Date: 02/25/2026

Department Head: Maria Angelica Roldan, Director of Parks & Recreation, Parks & Recreation Department

Submitted By: Crystal Ochoa, Administrative Coordinator, Parks & Recreation Department

Action Requested: Motion

ITEM:

Public Hearing followed by discussion and possible action on any and all matters regarding the recommendation of a Special Event Liquor License Application to the Arizona Department of Liquor Licenses and Control to authorize the San Luis FRONTERA Rotary Club to sell alcohol at the Asado and Brew Festival - A Founders Day Celebration on Saturday, April 11, 2026. **(Marcos Ramirez, San Luis Frontera Rotary Club)**

- A. Staff and/or Applicant presentation
- B. Open Public Hearing
- C. Call to the public on this item
- D. Close Public Hearing
- E. Action on Special Event Liquor License Application to the Arizona Department of Liquor Licenses & Control

SUMMARY:

The San Luis FRONTERA Rotary Club wishes to sell alcohol at the Asado and Brew Festival - A Founders Day Celebration on Saturday, April 11, 2026, from 12:00 p.m. to 12:00 a.m. at the San Luis Joe Orduño Park.

RECOMMENDATION / SUGGESTED MOTION:

- A. STAFF AND/OR APPLICANT PRESENTATION
- B. MAYOR NIEVES RIEDEL TO OPEN THE PUBLIC HEARING
- C. MAYOR NIEVES RIEDEL TO CALL THE PUBLIC ON THIS ITEM
- D. MAYOR NIEVES RIEDEL TO CLOSE THE PUBLIC HEARING
- E. I MOVE TO RECOMMEND APPROVAL TO THE ARIZONA DEPARTMENT OF LIQUOR LICENSES AND CONTROL FOR THE SPECIAL EVENT LIQUOR LICENSE APPLICATION FOR THE SAN LUIS FRONTERA ROTARY CLUB, 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):

There is no associated fiscal impact with this item.

Attachments

Special Event Liquor License Application - Asado and Brew Festival



Arizona Department of Liquor Licenses and Control
https://www.azliquor.gov
(602) 542-5141

DLIC USE ONLY

Job #:
Date Accepted:
LC:
License #:

SPECIAL EVENT LICENSE
APPLICATION FEE \$25.00 PER DAY

MUST be submitted to the Department of Liquor 10 days prior to the event.

SECTION 1

Name of Non-Profit Organization, Candidate or Political Party: SAN LUIS FRONTERA ROTARY CLUB

If the event will be held on an unlicensed premises, it MUST be approved and signed by the Local Governing Body Before submitting to the Arizona Department of Liquor.

LOCAL GOVERNING BODY

Date Received:
I, Government Official Title APPROVAL DISAPPROVAL
On behalf of City, Town, County Signature Date

SECTION 2

Will the event be at a location with a current liquor license and within the approved and licensed area?

Yes No

If yes, MUST attach a letter of explanation/permission from the licensed location and choose ONE option below.

Name of Licensed Location Liquor License Number

- Suspend license for the duration of the Special Event; Licensee selling all alcohol without retailer involvement.
Dispense and serve all spirituous liquors under retailer's license - Business operates normally, minimum of 25% of gross revenue from alcohol sales will be donated to licensee.
Dispense and serve all spirituous liquors under special event - The special event licensee is in charge of selling alcohol that was purchased or donated by the special event licensee. The retailers existing alcohol inventory must be kept separate from any alcohol used during the special event.
Split premises between special event and licensed location - Both the special event licensee and the licensed location will conduct sales of alcohol. (These sales must be done in separate areas. If alcohol is donated or purchased by the special event licensee, it must be in a separate area from the alcohol that is dispensed by the licensed location.)
Off Sale only - Wine/Distilled Spirits Pull, Live or Silent Auctions - Retailer will be permitted to conduct all normal sales and service of alcohol.

SECTION 3

Applicant **MUST** be a member of a qualifying nonprofit organization, political party, or Government entity and authorized by an Officer, Director, or Chairperson of the Organization.

1. Applicant: RAMIREZ MARCOS
Last First Middle
2. Applicant's mailing address: PO BOX 13926 SAN LUIS ARIZONA 85349
Street City State Zip
3. Applicants home/cell phone: 928-285-3532 Non-profit organization phone: _____
4. Applicant's email address: MARCOSRAMIREZ5550@GMAIL.COM
5. Has the applicant been convicted of a felony, or had a liquor license revoked within the last five (5) years?
 Yes (if yes, attach letter of explanation) No
6. Name of non-profit organization: SAN LUIS FRONTERA ROTARY CLUB
7. Non-Profit/IRS Tax Exempt Number: 86-0734186 Arizona Corporation Commission File #: 23077310
Required **Required**
8. If Out Of State, specify State (Attach letter of good standing): _____
9. Special Event Name: ASADO AND BREW FESTIVAL
10. Event Location Name: JOE ORDUNO PARK
11. Event Address: 965 PARK AVENUE, SAN LUIS, ARIZONA 85349

SECTION 4

Must list type of security and control measures will you take to prevent violations of liquor laws at this event.

2 Number of Police 3 Number of Security Personnel Fencing Barriers

Must explain security measures: SECURITY WILL BE AT ENTRANCES. FENCING WILL BE AT ENTIRE EVENT. THEY WILL BE CHECKING ID'S

1. How is this special event going to conduct all dispensing, serving, and selling of spirituous liquors?
Check **one** of the following boxes. (R-19-318)

On-site consumption Off-site (auction/wine/distilled spirits pull) Both

2. How many special event days have already been issued to this organization during the current year? 0

Licensed location diagram. The licensed premises for your special event is the area in which you are authorized to sell, dispense, or serve alcoholic beverages under the provisions of your license.

Must attach a diagram of your special event showing the area where alcohol will be sold, served, and consumed. Must include dimensions of event area, fencing, barricades, or other control measures, and positions of security personnel.



NO ALCOHOLIC BEVERAGES SHALL LEAVE A SPECIAL EVENT UNLESS THEY ARE IN SEALED CONTAINERS FOR AN AUCTION OR WINE/DISTILLED SPIRITS PULL, OR THE SPECIAL EVENT LICENSE IS STACKED WITH A WINE /CRAFT DISTILLERY FESTIVAL LICENSE.

SECTION 5

Dates and Hours of Event - Days must be consecutive and may not exceed 10 days per year.

DAYS	DATE	DAY OF WEEK	EVENT START TIME AM/PM	EVENT END TIME AM/PM
DAY 1	04/11/2026	SATURDAY	12:00 PM	12:00 AM
DAY 2	_____	_____	_____	_____
DAY 3	_____	_____	_____	_____
DAY 4	_____	_____	_____	_____
DAY 5	_____	_____	_____	_____
DAY 6	_____	_____	_____	_____
DAY 7	_____	_____	_____	_____
DAY 8	_____	_____	_____	_____
DAY 9	_____	_____	_____	_____
DAY 10	_____	_____	_____	_____

SECTION 6

3. Is the Organization using the services of a DLLC approved Special Event Contractor from the list on our website?

Yes No If yes, please provide the Name of the Special Event Contractor: _____

Special Event Contractor Signature: _____

4. Is the organization using the services of a series 6, 7, 11, or 12 licensee to manage the sale or service of alcohol?
(Licensees who hold a series 6, 7, 11, or 12 license are automatically qualified to be a special event contractor)

Yes No if yes, Name of Licensee: _____ Liquor License #: _____

1. List the name of the Organization/individual that will receive revenues:

MUST EQUAL 100 PERCENT, APPLYING NON-PROFIT MUST RECEIVE A MINIMUM OF 25% OF THE PROCEEDS.

2. Name: SAN LUIS FRONTERA ROTARY CLUB Percentage: 100%

Address: PO BOX 13926 SAN LUIS ARIZONA 85349
Street City State Zip

Name: _____ Percentage: _____

Address: _____
Street City State Zip

Please read A.R.S. § 4-203.02 and R19-1-205 Special event license rules and Requirements.

Declaration:

I, (Print Name) MARCOS RAMIREZ, declare under penalty of perjury that I am authorized to submit this application. I have read the contents and to the best of my knowledge believe all statements made on this application to be true, correct, and complete.

Signature: 

2025 ANNUAL REPORT

ENTITY INFORMATION

ENTITY NAME: SAN LUIS FRONTERA ROTARY CLUB, INC.
ENTITY ID: 23077310
ENTITY TYPE: Domestic Nonprofit Corporation
CHARACTER OF BUSINESS: Any legal purpose
AUTHORIZED SHARES:
ISSUED SHARES:

STATUTORY AGENT INFORMATION

STATUTORY AGENT NAME: BENESCH, SHADLE & WHITE, PLC
PHYSICAL ADDRESS: 833 E. PLAZA CIRCLE STE 100, YUMA, AZ 85365
MAILING ADDRESS:

KNOWN PLACE OF BUSINESS

412 HENRY CHAVEZ CT., SAN LUIS, AZ 85349

PRINCIPAL OFFICE ADDRESS

PRINCIPAL INFORMATION

Director: Juan Manuel Guerrero - PO Box 3960, SOMERTON, AZ, 85350, USA - - Date of Taking Office:
06/30/2022

Incorporator: MARIO SIXTO JAUREGUI - 412 HENRY CHAVEZ CT., P.O. BOX 159, SAN LUIS, AZ, 85349, USA -
- Date of Taking Office:

President: Juan Manuel Guerrero - PO Box 3960, SOMERTON, AZ, 85350, USA - - Date of Taking Office:
06/30/2022

Secretary: Marcos Ramirez - 269 E. Aquila St., SAN LUIS, AZ, 85349, USA - - Date of Taking Office: 07/01/2021

Treasurer: Georgina Gonzalez - 1385 E. San Pedro St., SAN LUIS, AZ, 85349, USA - - Date of Taking Office:
07/01/2021

SIGNATURE

Secretary: Marcos Ramirez - 04/02/2025

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2024

Open to Public Inspection

A For the 2024 Calendar year, or tax year beginning **2024-07-01** and ending **2025-06-30****B** Check if available

- Terminated for Business
 Gross receipts are normally \$50,000 or less

C Name of Organization: **SAN LUIS FRONTERA ROTARY CLUB****PO Box 13926, San Luis, AZ,
US, 85349****D** Employee IdentificationNumber **86-0734186****E** Website:**F** Name of Principal Officer: **Martha Huizar****16752 S Avenue 2 East,
Yuma, AZ, US, 85365**

Privacy Act and Paperwork Reduction Act Notice: We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.



US HIGHWAY 95—Main Street

Park Ave

Music Stage

Event Entrance

Beer Booth

Security

SLPD

fencing

fencing

fencing



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

7. F.

Meeting Date: 02/25/2026

Department Head: Nigel Reynoso, Chief of Police, Police Department

Submitted By: Michelle Boucher, Police Administrator, Police Department

Action Requested:

ITEM:

Discussion and possible action on any and all matters regarding authorization to purchase 13 portable handheld radios for the San Luis Police Department using Fiscal Year 2025-2026 Capital Improvement Budgeted Funds. **(Alan Guevara, Lieutenant)**

SUMMARY:

Purchase of Radios

The City of San Luis Police Department is seeking approval for the purchase of thirteen (13) new handheld portable radios. Our current radios can't be maintained or repaired once broken because they are now obsolete. We will be adding these radios to our current inventory for that reason. The funds for the purchase of these radios were approved as Fiscal Year 2025-2026 Capital Projects. The radios will be purchased from Motorola Solutions through Gila Electronics using State Contract #CTR046830. They have provided a bid of \$98,195.22 including tax for the radios and all required equipment.

Total Purchase

The total purchase amount for the radios and the equipment will be \$98,195.22.

San Luis City Code-Purchasing

The purchasing of the radios comes under the San Luis City Code-Purchasing, Section 3.05.090 Cooperative Purchasing, since it is using state contract #CTR046830 for the purchase of the radios.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE THE PURCHASE OF THIRTEEN PORTABLE HANDHELD RADIOS NOT TO EXCEED THE BUDGETED AMOUNT OF \$100,000.00.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM:	Yes
CITY/STATE/FEDERAL FUNDS:	City
TOTAL:	\$98,195.22
BUDGETED AMOUNT:	\$150,000.00
AVAILABLE AMOUNT TO TRANSFER:	N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE:	Capital Outlay-Equipment/100-999-90000
FISCAL IMPACT STATEMENT (IF THIS IS A BUDGET TRANSFER, YOU MUST ATTACH THE BUDGET ADJUSTMENT FORM):	

The total amount to purchase the new radios will be \$98,195.22. Fiscal Year 2025-2026 budgeted CIP funds.

Attachments

Handheld Radio Quote
State Contract



SAN LUIS, CITY OF

01/15/2026

01/15/2026

SAN LUIS, CITY OF
1090 E UNION ST
SAN LUIS, AZ 85349

Dear Alan Guevara,

Motorola Solutions is pleased to present SAN LUIS, CITY OF with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide SAN LUIS, CITY OF with the best products and services available in the communications industry. Please direct any questions to Jose Gonzalez at jose.gonzalez@gilaelectronics.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Jose Gonzalez

Motorola Solutions Manufacturer's Representative

Billing Address:
 SAN LUIS, CITY OF
 1090 E UNION ST
 SAN LUIS, AZ 85349
 US

Quote Date:01/15/2026
 Expiration Date:03/16/2026
 Quote Created By:
 Jose Gonzalez
 jose.gonzalez@
 gilaelectronics.com

End Customer:
 SAN LUIS, CITY OF
 Alan Guevara
 AGuevara@sanluis az.gov
 928-919-6682

Contract: 21069 - CTR046830-STATE OF
 AZ

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000				
1	H98UCF9PW6BN	PORTABLE RADIO APX6000 700/800 MODEL 2.5	13	\$3,924.00	\$2,864.52	\$37,238.76
1a	HA00690AA	ADD: 7Y ESSENTIAL SERVICE HTP	13	\$386.00	\$386.00	\$5,018.00
1b	QA01833AH	ADD: EXTREME 1-SIDED NOISE REDUCTION	13	\$30.00	\$21.90	\$284.70
1c	Q173AZ	ADD: SMARTZONE OMNILINK	13	\$0.00	\$0.00	\$0.00
1d	H842AU	ADD: SINGLE UNIT PACKING	13	\$0.00	\$0.00	\$0.00
1e	Q498AY	SOFTWARE LICENSE ENH: ASTRO 25 OTAR W/ MULTIKEY	13	\$871.00	\$635.83	\$8,265.79
1f	QA09113AB	ADD: BASELINE RELEASE SW	13	\$0.00	\$0.00	\$0.00
1g	QA07680AA	ADD: MULTI SYSTEM OTAR	13	\$177.00	\$129.21	\$1,679.73
1h	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	13	\$607.00	\$443.11	\$5,760.43
1i	Q629AK	SOFTWARE LICENSE ENH: AES ENCRYPTION AND ADP	13	\$560.00	\$408.80	\$5,314.40



Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1j	Q361AR	ADD: P25 9600 BAUD TRUNKING	13	\$353.00	\$257.69	\$3,349.97
1k	QA00580AC	ADD: TDMA OPERATION	13	\$530.00	\$386.90	\$5,029.70
1l	H38BT	ADD: SMARTZONE OPERATION	13	\$1,412.00	\$1,030.76	\$13,399.88
2	NNTN8860BTAA	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	13	\$241.50	\$176.30	\$2,291.90
Subtotal						\$87,633.26
Estimated Tax						\$10,561.96
Grand Total					\$98,195.22(USD)	

Notes:



Purchase Order Checklist NA OM

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Tax Exemption Status

Signatures (As required)

NOTE: When an email order is submitted a confirmation is sent from Motorola AutoNotify referencing a **case number**.

Once checklist is complete, order still must go through **Order Validation/Credit Approval**

Public Communication Equipment and Services

CTR046830

Motorola Solutions Inc.

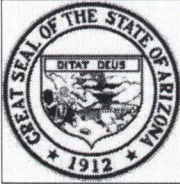
This contract is for public communication equipment and services for all State of Arizona Agencies, Boards and Commissions including members of the State of Arizona Purchasing Cooperative. The sections awarded include:

- **2-Way Radios**
- **Digital Microwave Terminals**
- **LMR Base Station Antennas, Microwave Antennas**
- **Radio Dispatch Consoles**
- **Back-up Batteries**
- **Prefab Communications Shelter**
- **Service**

Table of Content

- **Offer and Acceptance**
- **Part 2: Scope, Pricing and Terms and Conditions (Rev 2)**
- **3-C Proposed Subcontracts**
- **5-B Conformance Statement**
- **Exceptions**
- **BAFO Change Log**

The solicitation for this contract was ADSP019-00008376 and was started in ProcureAZ. The solicitation file can be found in APP under BPM001941.



Request for Proposal
Solicitation No.
ADSP019-00008376
Description:
Public Communications Equipment and Services

Arizona Department of Administration
State Procurement Office
 100 N 15th Ave., Suite 402
 Phoenix, AZ 85007

Attachment 1
Offer and Acceptance Form

SUBMISSION OF OFFER: Undersigned hereby offers and agrees to provide Biometric Products and Services to in compliance with the Solicitation indicated above and our Offer indicated by the latest dated version below:

Initial Offer:	1.	September 4, 2018							
		date	initial						
Revised Offers:	2.	<input checked="" type="checkbox"/>		3.	<input checked="" type="checkbox"/>		4.	<input checked="" type="checkbox"/>	
		date #1	initial		date #1	initial		date #1	initial
	5.	<input checked="" type="checkbox"/>		6.	<input checked="" type="checkbox"/>		7.	<input checked="" type="checkbox"/>	
		date #4	initial		date #5	initial		date #6	initial
Best and Final Offer:	8.	September 16, 2019							
		date	initial						

Motorola Solutions, Inc.

Offeror company name
 2900 S. Diablo Way Ste 150
 Address
 Tempe, AZ 85282
 City | State | ZIP
 36-1115800
 Federal tax identifier (EIN or SSN)

Signature of person authorized to sign Offer
 Initials
 Larry Mabry MSSSI Vice President & Director Sales
 Printed name and title
 Walter Whatley Senior Account Executive
 Contact name and title
 Walter.whatley@motorolasolutions.com 520-457-8604
 Contact Email Address Contact phone number

CERTIFICATION: By signature in the above, Offeror certifies that it:

- will not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246, [Arizona] State Executive Order 2009-9 or A.R.S. §§ 41-1461 through 1465;
- has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer. Failure to provide a valid signature affirming the stipulations required by this clause will result in rejection of the Offer. Signing the Offer with a false statement will void the Offer, any resulting contract, and may be subject to legal penalties under law;
- complies with A.R.S. § 41-3532 when offering electronics or information technology products, services, or maintenance; and
- is not debarred from, or otherwise prohibited from participating in any contract awarded by federal, state, or local government.

ACCEPTANCE OF OFFER: State hereby accepts the initial Offer, Revised Offer, or Best and Final Offer identified by number # at the top of this form, and which was dated **date** (the Accepted Offer). Offeror is now bound (as Contractor) to carry out the Work under the attached Contract, of which the Accepted Offer forms a part. Contractor is cautioned not to commence any billable work or to provide any material or perform any service under the Contract until Contractor receives the applicable Order or written notice to proceed from Procurement Officer.

State's Contract No. is: **CTR046830** The effective date of the Contract is: **10-09-2019** Contract awarded: **10-09-2019**

Procurement Officer signature

Procurement Officer, James Atkins



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

7. G.

Meeting Date: 02/25/2026

Department Head: Joe Estes, City Attorney, Attorney's Office

Submitted By: Justin Neuman, Paralegal, Attorney's Office

Action Requested: Ordinance

ITEM:

Discussion and possible action on any and all matters regarding Ordinance No. 481. An Ordinance of the Mayor and City Council of the City of San Luis, Arizona, repealing San Luis City Code Section 5.15.070, and amending Sections 5.15.010, 5.15.020, 5.15.030, and 5.15.990 to remove references to taxi stands and taxi waiting stands; repealing conflicting revisions and providing for severability.

(Nigel Reynoso, Chief of Police)

A. Action on reading of Ordinance No. 481 by title only.

B. Action on Ordinance No. 481

SUMMARY:

As GSA/CBP port-of-entry construction continues, the public right-of-way portions of Urtuzuastegui Street currently used as taxi stands will no longer be available for this purpose. In preparation for this construction, the city met with various taxi companies to reach a compromise that would allow their businesses to continue operating during construction. Unfortunately, the proposed taxi stand locations in the surrounding areas are inadequate and would pose a traffic hazard if used for that purpose.

Because the city cannot provide an adequate public right-of-way for taxi stands in the area, the staff is seeking the repeal of San Luis City Code Section 5.15.070 and the amendment of Sections 5.15.010, 5.15.020, 5.15.030, and 5.15.990 to remove taxi stands from the city code. Overall, this decision will alleviate traffic hazards in the downtown area and still allow taxi companies to make arrangements with private property owners to conduct their business.

It is the city's posture that taxi companies work with other businesses to find a new location with less impact on the right-of-way, or one completely off the right-of-way, for a taxi stand.

RECOMMENDATION / SUGGESTED MOTION:

A. I MOVE TO APPROVE THE READING OF ORDINANCE NO. 481 BY TITLE ONLY.

(CITY CLERK TO READ ORDINANCE NO. 481 BY TITLE ONLY)

B. I MOVE TO APPROVE AND ADOPT ORDINANCE NO. 481.

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. 481

No. 481

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, REPEALING SAN LUIS CITY CODE SECTION 5.15.070, AND AMENDING SECTIONS 5.15.010, 5.15.020, 5.15.030, AND 5.15.990 TO REMOVE REFERENCES TO TAXI STANDS AND TAXI WAITING STANDS; REPEALING ANY CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the City finds the use of public right-of-way for taxi stands is no longer feasible and presents as traffic hazard; and

WHEREAS, the City desires to repeal SLCC Section 5.15.070 to remove all Taxi stand and taxi waiting stand regulations; and

WHEREAS, the City desires to amend SLCC Sections 5.15.010, 5.15.020, 5.15.030, and 5.15.990, to remove all references to border taxis that concern the repealed city code.; and

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

Section 1 : Section 5.15.070 of the San Luis City Code is removed it its entirety.

Section 2 : Section 5.15.010 of the San Luis City Code is amended to read as follows:

“The purpose of this chapter is to promote the safety and public welfare of the public, employees, and public transportation companies by the issuance of business licenses within the City of San Luis.”

Section 3 : Section 5.15.020 of the San Luis City Code is amended to read as follows:

“Any term included in this chapter which is not defined herein shall be accorded that definition prescribed under other City ordinance(s) and A.R.S. §§ 13-101 and 28-101 et seq., the latter applying in the case of any inconsistency.

BUS. Any motor vehicle designed for carrying more than 11 passengers and used for the transportation of individuals for hire with driver provided and has a set schedule and

route; is fully licensed as a transportation business by the City, the state and the United States Department of Transportation.

BUS STAND. Such portions of publicly owned property designated as a bus stand pursuant to SLCC 10.15.090(B).

BUSINESS. Engaging in the activity of carrying passengers or individuals for profit.

DETERIORATION. A lowering in quality in the condition or appearance of a vehicle or parts thereof characterized by dents, breaks, cracking, peeling, rusting or any other evidence of physical decay, neglect, excessive use or lack of maintenance.

FILTH. Foul matter, dirt or other matters that are attached to the body of a vehicle or the interior of the vehicle that causes a bad appearance.

HOLIDAY. The following City observed holidays:

- (1) New Year's Day (January 1st);
- (2) Birthday of Martin Luther King, Jr. (third Monday in January);
- (3) Presidents' Day (third Monday in February);
- (4) Memorial Day (last Monday in May);
- (5) Independence Day (July 4th);
- (6) Labor Day (first Monday in September);
- (7) Columbus Day (second Monday in October);
- (8) Veterans Day (November 11th);
- (9) Thanksgiving Day (fourth Thursday in November); and
- (10) Christmas Day (December 25th).

LIMOUSINE SERVICE. The providing of a motor vehicle designed by its manufacturer and identified by its vehicle registration as a limousine and in which both the limousine and a driver are provided for hire solely by individual agreement and which service is not available for open solicitation on the streets or at a taxicab or bus stand.

NIGHT TIME. The hours between 8:00 p.m. and 6:00 a.m.

PERSON. Any individual, person, firm, corporation, association, joint venture, partnership or other form of business or combination thereof.

PUBLICLY OWNED PROPERTY. Has the same meaning as defined by SLCC 10.15.060(D).

TAXICAB. A taxi or livery.

UNDOCUMENTED ALIEN OR PERSON. A person who does not have documentation authorizing the person to be physically present in the United States pursuant to the immigration laws thereof.”

Section 4 : Section 5.15.030 of the San Luis City Code is amended to read as follows:

“(A) No person shall engage in the public transportation business in public rights-of-way within the City without complying with the requirements of this chapter.

(B) No taxicab, livery, or bus business or operator of a taxicab, livery, or bus shall operate without the following:

- (1) A City business license;
- (2) Proper Arizona registration;
- (3) Insurance as required for taxicabs, liveries, and buses by state law; and
- (4) It shall be properly registered with the state and, if a bus, the United States Department of Transportation.

(C) No vehicle shall stop, stand or park on the designated bus stand other than a bus possessing authorization from this City, the state and the United States Department of Transportation.”

Section 5 : Section 5.15.990 of the San Luis City Code is amended to read as follows:

“(A) A person who violates any section of this chapter is responsible for a civil sanction punishable pursuant to the provisions of SLCC 1.05.990. Each day a violation continues shall be a separate offense punishable as heretofore described.

(B) A person who uses an area as a taxi stand or a taxi waiting stand; and:

- (1) The area is publicly owned property; and
- (2) Whether or not the person has a City business license;

then the person is subject to a civil penalty not less than and not more than \$250.00 for each violation. For continuing violations, each day constitutes a separate offense.

It is not a civil offense for a taxicab to pick up a customer who has either hailed the taxicab or has otherwise requested that the taxicab pick them up, and the location does not violate any traffic, parking or other laws.”

Section 6 ____: The City Council authorizes and directs the appropriate City officers and employees to perform all necessary or desirable acts to give effect to this Ordinance.

Section 7 ____: If a conflict arises between the provisions of this ordinance and any resolution, other ordinance, regulation, or policy of the City of San Luis, the conflicting provisions are repealed, amended, superseded, and replaced, and this Ordinance shall govern.

Section 8 ____: If any section, subsection, 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 legislation, such decision or law shall not affect the validity of the remaining portion 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 February 2026.

Nieves Riedel, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Joe Estes, Interim City Attorney



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

9.

Meeting Date: 02/25/2026

Department Head: Joe Estes, City Attorney, Attorney's Office

Action Requested: Motion
24 Hour Notice

ITEM:

EXECUTIVE SESSION

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

Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A)(1), (3) and (4) on any and all matters relating to the position of City Manager to discuss or consider employment, assignment, appointment of Jenny Torres and/or discussion of approval of terms and/or conditions pursuant to San Luis City Code § 34.20, and consultation with the City Attorney or City's attorneys regarding the same. **(Joe Estes, Interim City Attorney)**

SUMMARY:

City Council can be properly advised by holding an executive session for the purposes described in the agenda item.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO HOLD AN EXECUTIVE SESSION PURSUANT TO A.R.S. § 38-431(A)(1), (3) AND (4).

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):

Fiscal impact does not apply to executive sessions under ARS §38-431.03(D) no legal action involving a final vote or decision can be made.



AGENDA ITEM REVIEW FORM

Regular City Council Meeting

11.

Meeting Date: 02/25/2026

Department Head: Joe Estes, City Attorney, Attorney's Office

Action Requested: Motion

ITEM:

DISCUSSION AND POSSIBLE ACTION ITEM:

Discussion and possible action on any and all matters regarding an employment contract for Jenny Torres as the City Manager. **(Joe Estes, Interim City Attorney)**

SUMMARY:

The City Council appoints the City Manager position per San Luis City Code § 2.15.200 (A)(1).

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE AND ADOPT THE PROPOSED CONTRACT FOR JENNY TORRES AS CITY MANAGER.

Fiscal Impact

IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: Yes
CITY/STATE/FEDERAL FUNDS: City
TOTAL: \$223,000 with benefits
BUDGETED AMOUNT: Yes
AVAILABLE AMOUNT TO TRANSFER: N/A
ACCT NAME & GL#/REMAINING BALANCE BEFORE PURCHASE: City Admin Salaries GL Accts
100-115-XXXXX

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

The proposed City Manager contract is \$170,000 per year plus benefits.

Attachments

Contract

**CITY OF SAN LUIS, ARIZONA
CITY MANAGER EMPLOYMENT CONTRACT**

This contract ("Contract") is effective as of San Luis City Council's Appointment on February 11, 2026, between the City of San Luis, Arizona, a municipal corporation of the State of Arizona, with Administrative Offices at City Hall, 1090 E. Union Street, San Luis, Arizona ("City") and Jenny Torres, an individual with address at 1529 E. 7th Avenue, San Luis, Arizona ("City Manager"). The City and City Manager may be referred to individually as the "Party" and collectively as the "Parties."

**SECTION I
TERM AND NATURE OF EMPLOYMENT**

The City hereby employs and appoints Jenny Torres to serve as City Manager pursuant to this Contract for a term of two (2) years, February 11, 2026, through February 10, 2028 ("Contract Period"). Jenny Torres accepts and agrees to such employment and appointment under the terms of this Contract.

If the Parties have not executed a successor agreement by the expiration of the Term, they shall, confer in good faith regarding terms and conditions of employment, which may include an interim short-term extension of select provisions of this Contract, subject to required approvals and lawful appropriation. Should the City refuse or be unwilling to negotiate an interim or successor contract in good faith, the expiration of this Contract shall be treated as a termination *without Cause* pursuant to Section V, Subsection B.

**SECTION II
DUTIES AND AUTHORITY**

Except as may be provided otherwise by applicable law, regulation, or the City's agreement with any other person, the City Manager shall have the ultimate supervisory and managerial authority and responsibility to hire, direct, assign, reassign, evaluate, change the terms and conditions of employment, and terminate the employment of all other employees of the City consistent with the policies of the governing body and the ordinances of the City, which authority may be delegated by the City Manager to such other employees as the City Manager deems appropriate.

Except as may be provided otherwise by applicable law, regulation, or the City's agreement with any other person, the City Manager shall have the authority to establish internal regulations, rules, and procedures which the City Manager deems necessary for the efficient and effective operation of the City.

The City agrees to promptly communicate and provide the City Manager a reasonable opportunity to cure all substantive criticisms, complaints, and suggestions with respect to the City Manager's performance of services pursuant to this Contract.

Except as may be provided otherwise by applicable law, regulation, or this Contract, the City Manager shall carry out the City's lawful policy directives, goals, and objectives, as

communicated to the City Manager by the City’s governing body, while presenting information and recommendations that allow for fully informed policy decisions that both address immediate needs and anticipate future conditions.

SECTION III ETHICAL COMMITMENTS

The City Manager shall adhere to the highest professional standards. The City Manager’s actions will always comply with those standards. The City Manager agrees to follow the Code of Ethics of the International City Management Association (ICMA) and the ethics rules, regulations, and laws of the State of Arizona. The ICMA Code of Ethics can be found on the ICMA website, icma.org. Consistent with the standards outlined in the Code, the City Manager shall not endorse candidates, make financial contributions, sign, or circulate petitions, or participate in fundraising activities for individuals seeking or holding elected office, nor seek or accept any personal enrichment or profit derived from confidential information or misuse of public time. The City shall support the City Manager in keeping these commitments by refraining from any order, direction or request that would require the City Manager to violate the ICMA Code of Ethics. Neither the governing body nor any individual member thereof shall request the City Manager to endorse any candidate, make any financial contribution, sign or circulate any petition, or participate in any fundraising activity for individuals seeking or holding elected office, nor to handle any matter of personnel on a basis other than fairness, impartiality, and merit.

SECTION IV COMPENSATION, BENEFITS & OTHER TERMS AND CONDITIONS

A. Base Compensation:

The City Manager, for services rendered pursuant hereto, shall receive a base salary of \$170,000.00 annually, payable in installments at the same time and in the same manner as other classified service employees of the City of San Luis, Arizona. The City Manager shall be entitled to all salary adjustments equivalent to those provided to members of the classified service.

B. Performance Evaluation:

The City may conduct a performance evaluation annually in December of each year or within 30 days thereafter using a process mutually agreed upon by the City and the City Manager. Performance will be evaluated based on achievement of the agreed-upon goals. During the performance evaluation, the City and the City Manager may consider supplementing and/or amending the goals. Should the City choose not to conduct a performance evaluation, it will be assumed that the goals and expectations for the City Manager have been met. The City Council shall not, at any time during this contract reduce the salary, compensation, or other benefits of the City Manager without the mutual consent of the City Manager.

C. Benefits:

In addition to the Base Compensation, the City Manager shall be entitled to all other employment benefits provided for employees of the City in the classified service, including, but not limited to:

- Health Benefits (medical, dental, vision),
- Life Insurance,
- Participation in the Arizona State Retirement System (ASRS), and
- Leave Benefits and Accrual of Leave (vacation, sick, holiday).
 - Notwithstanding the provisions of the Personnel Policies, the City Manager shall accrue vacation and sick leave at the same rate as other full-time employees per year.
 - The City Manager shall not lose any vacation or sick leave she accrued prior to February 11, 2026, by virtue of being a contracted employee under this Contract.
 - The City Manager may choose to be paid for up to 40 hours of accrued vacation leave each fiscal year through the Vacation Buyback program if the council allocates funding.

E. Job-related Expenses:

The City Manager shall be entitled to reimbursement for actual, reasonable and necessary job-related entertainment expenses incurred in the performance of official duties, upon submission of satisfactory supporting documentation. Such expenses shall be directly related to the City Manager's duties and may include the purchase of food and refreshments for individuals with whom the City Manager works, conducts business, or negotiates, when such expenditures are made for the benefit of the City.

F. Personal Time Off:

It is acknowledged that the duties of the City Manager may require substantial time commitments beyond normal business hours and demand the highest level of professionalism. It is further understood that the City Manager may be required to perform such duties on a twenty-four (24) hour per day, seven (7) day per week basis. Accordingly, the City Manager shall have discretion to establish an appropriate work schedule and may be absent from City offices during regular business hours for personal reasons, provided that City operations are not impaired and that the City Manager remains accessible on short notice. Such schedule shall be reasonably aligned with the needs of the City and shall permit the City Manager to faithfully perform all assigned duties and responsibilities.

G. Non-City Connected Activities:

The City Manager may engage in limited non-City connected activities such as teaching, writing, counseling or consulting outside the normal business hours of the city. The City Manager shall not engage in any such activities during the normal business hours of the

City without the prior approval of the City Council. Any activities covered by this section may only be engaged with the advanced approval of the City Council.

H. Professional Development:

The City agrees to assist the City Manager in personal and professional development. The City will annually set aside sufficient budget allocation for the City Manager's dues, memberships, and attendance at seminars of professional organizations including, but not limited to, ICMA and ACMA. This amount shall include a sum sufficient to allow City Manager to participate in, and travel to, seminars that may be held outside the State of Arizona, including international travel.

I. Equipment:

Recognizing the need for constant communication and optimal productivity, the City shall provide the City Manager, for business use, with a laptop computer, necessary software, a mobile phone, and/or tablet computer as required to perform assigned duties and to maintain communication with City's staff, officials, and other individuals conducting business with the City. All equipment provided pursuant to this provision shall remain property of the City and shall be returned upon termination of the City Manager's employment. At the City's discretion, any mobile phone number may be transferred to the City Manager.

J. Indemnification:

Unless prohibited by law, the City agrees to defend, save harmless and indemnify the City Manager against any tort, professional liability claim or demand, or other legal action, whether groundless or otherwise, arising out of any alleged act or omission occurring in the performance of her duties as City Manager for the City, including claims made after termination of employment, provided that the City Manager acted within the scope of her duties. The City has the sole authority to compromise and settle any such claim or suit. The City will pay the amount of any settlement or litigation costs, incidental expenses, and judgments rendered thereon without recourse to the City Manager personally. This provision shall survive the termination of this Contract.

SECTION V TERMINATION OF THE CONTRACT

A. Resignation:

The City Manager may resign from her employment at any time upon giving at least thirty (30) days' written notice to the Mayor and City Council, unless the parties otherwise agree in writing on a different time period. In the event of voluntary resignation, the City Manager shall not be entitled to severance pay under this Section, but shall be entitled to payout of accumulated vacation and sick leave under Section V, Subsection D.

B. Termination without Cause:

The City may terminate this contract *without Cause* at any time upon providing the City Manager with at least thirty (30) days' written notice, unless the parties otherwise agree in writing to a different notice period. The City Council may terminate this Contract at any time for any reason other than *for Cause*. In the event the City Manager's employment is terminated by the City for any reason other than *for Cause*, or the City Manager resigns following an offer to accept resignation made by the Mayor or a Council Member acting on behalf of the majority of the City Council, the City Manager shall be entitled to the following pay and benefits:

1. **Unpaid Salary and Benefits.** All earned but unpaid salary and any other earned benefits required to be paid pursuant to this Contract and the Personnel Policies shall be paid to the City Manager as provided by state law.
2. **Severance Pay.** The City shall pay the City Manager a severance payment equal to three (3) months' salary at the City Manager's rate of pay as of the date of termination, less applicable state and federal withholding taxes as required by law. This severance shall be paid in a lump sum. Notwithstanding the foregoing, prior to receiving severance pay, the City Manager shall execute a waiver and release of claims in a form satisfactory to the City Attorney through a Separation Agreement.
3. **Reduction; Non-Compliance.** It shall be deemed termination *without cause* if, at any time during the term of this Contract, the City
 - a. reduces the City Manager's salary or other financial benefits in a greater percentage than an applicable across-the-board reduction for all unclassified City employees, or
 - b. refuses to comply with a material term of this Contract within 30 days after written notice from the City Manager.

C. Termination For Cause.

If the City terminates the City Manager's employment *for Cause*, City Manager shall not be eligible for severance pay pursuant to this Contract. The City Manager would be eligible only for Payout of unpaid salary and benefits as indicated on Section V, Subsection B.1. For purposes of this Contract, *for Cause* is defined as the City Manager's:

1. breach of a material provision of this Contract,
2. an act of fraud, deception, misrepresentation, or active concealment of material facts,
3. refusal to carry out a lawful direction of the City, or
4. a conviction of, or plea of guilty or nolo contendere to any of the following:
 - a. Felony conviction,
 - b. Class one misdemeanor conviction,
 - c. Conviction of a crime of moral turpitude, or

d. a criminal act that adversely affects the business or reputation of City.

City Council reserves the right to suspend any severance payment pursuant to this subsection while the charges or investigation for the above-listed acts are pending.

Prior to the City terminating the City Manager *for Cause*, the City Manager shall be given the opportunity to meet with the City to discuss the grounds of termination, pursuant to this section.

D. Pay Out of Accumulated Vacation and Sick Leave:

Upon termination of the Contract, in addition to any other rights to compensation or benefits that the City Manager may have under this Contract or law, the City Manager shall be compensated for one hundred percent (100%) of unused sick leave and vacation leave accrued through the date of termination. Such payment shall be calculated at a rate equivalent to the City Manager's salary as of the time of termination.

**SECTION VI
CONTRACT TERMS TO BE EXCLUSIVE**

This written Contract contains the sole and entire agreement between the parties and shall supersede any and all other agreements between the parties. The parties acknowledge and agree that neither of them has made any representation with respect to the subject matter of this Contract nor any representations, including execution and delivery, except such representations as are specifically set forth in this writing and the parties acknowledge that they have relied on their own judgment in entering into the same. The parties further acknowledge that any statements or representations that may have been made by either of them to the other are void and of no effect and that neither of them has relied on such statements or representations in connection with ideas dealing with the other.

**SECTION VII
WAIVER OR MODIFICATION INEFFECTIVE UNLESS IN WRITING**

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

**SECTION VIII
SEVERABILITY**

The invalidity of any portion of this Contract will not and shall not be deemed to affect the validity of any other provision. If any provision of this Contract is held to be unconstitutional,

invalid, or unenforceable, the Parties agree that the remaining provisions shall be deemed to be in full force and effect as if both Parties had executed them subsequent to the expungement of the invalid provision.

**SECTION IX
CONTRACT GOVERNED BY LAW OF
STATE OF ARIZONA**

A. Governing Law

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

B. Alternate Dispute Resolution

If the City adopts as a policy a program of settling employment claims or suits by binding arbitration and adopts a form of Contract for new employees to sign during the course of this Contract, the City Manager agrees to sign said agreement and be bound by the same.

C. Conflict Statute

This Contract shall be subject to cancellation for conflict provisions of A.R.S. § 38-511.

D. City of San Luis and its Council will not unreasonably withhold appropriation authority to fund salary, benefits, and any other provisions of this Contract.

E. This Contract will be interpreted in accordance with the laws of the State of Arizona.

**SECTION X
HEADINGS**

Each provision of this Contract stands alone, and any provision of this Contract found to be prohibited by law shall be ineffective to the extent of such prohibition without invalidating the remainder of this Contract. The titles of sections and subsections of this Contract are solely for the convenience of the Parties. The titles shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Contract.

**SECTION XI
NOTICES AND REQUESTS**

Any notice or other communication required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if delivered to the Party at the address below:

- by personal service,
- by registered or certified U.S. Mail with return receipts requested, or
- by a recognized and reputable overnight delivery service.

If to the City: City of San Luis
 Attention Mayor
 1090 E. Union Street
 P.O. Box 1180 (if by U.S. Mail)
 San Luis, Arizona 85349
 With Copy at the Same Address to the City Attorney

If to the City Manager Jenny Torres
 1529 E. 7th Avenue
 P.O. Box 3285 (if by U.S. Mail)
 San Luis, Arizona 85349

Or at such other address, and to the attention of such other person or officer as any party may designate in writing by notice duly given pursuant to this Subsection.

[Intentionally left blank. Signature page follows.]

In witness whereof, the City of San Luis, Arizona, has caused this Contract to be signed and executed on its behalf by the Mayor and duly attested to by its Clerk, and Jenny Torres, City Manager, has signed and executed this Contract on this 11th Day of February, 2026.

Jenny Torres, City Manager

Nieves Riedel, Mayor

ATTEST:

Sonia Cornelio, City Clerk

(Seal)

APPROVED AS TO FORM:

Joseph D. Estes, City Attorney