

CITY OF SAN LUIS

BUDGET

DRAFT



FISCAL YEAR
2025-2026



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INTRODUCTION



Key Officials and Staff

MAYOR AND COUNCIL

The City of San Luis was incorporated in 1979, and operates under the Council-Manager form of government. The Council consists of the Mayor and six Council members, all elected on a non-partisan basis, and serve overlapping four-year terms. The City Council is responsible for passing ordinances, adopting the budget, appointing committees, board members, and appointing the positions of City Manager, City Attorney, Magistrate, and Chief of Police.



MAYOR
NIEVES RIEDEL



VICEMAYOR
TADEO AZAEL DE LA HOYA



COUNCIL MEMBER
MARIA CECILIA CRUZ

Key Officials and Staff

MAYOR AND COUNCIL CONTINUED



COUNCIL MEMBER
LIZETH SERVIN



COUNCIL MEMBER
ESTEBAN ROSALES



COUNCIL MEMBER
LUIS E. CABRERA



COUNCIL MEMBER
JAVIER VARGAS

Key Officials and Staff

EXECUTIVE TEAM

Acting City Manager	Jenny Torres
Assistant City Manager	Jenny Torres
Attorney	Kay Macuil
City Clerk	Sonia Cornelio
City Prosecutor	Amanda Mahon
Director of Economic Development	Jesus A. Esparza
Director of Parks and Recreation	Angelica Roldan
Director of Finance	Roula Jouanne de Encinas
Fire Chief	Angel Ramirez
Police Chief	Nigel Reynoso
Director of Human Resources	Adela Cortez
Information Technology Manager	Fernando Corona
City Magistrate	Danae Figueroa
Director of Development Services	Jose A. Guzman
Director of Public Works	Eulogio Vera

ACKNOWLEDGEMENTS

Director of Finance	Roula Jouanne de Encinas
Finance Accounting Manager	Miguel Ramirez
Accountant I	Carolina Corral
Accounting Specialist	Karla Plascencia

Special thanks to City Administration, for the cover design and pictures.



Population Overview



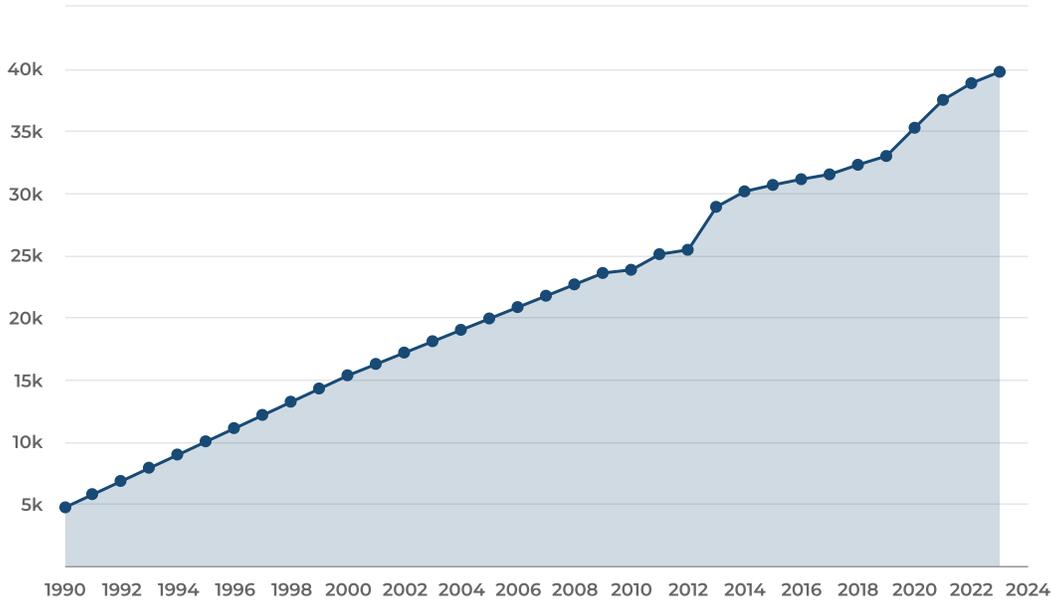
TOTAL POPULATION

39,761

▲ **2.4%**
vs. 2022

GROWTH RANK

6 out of **92**
Municipalities in Arizona



* Data Source: Client entered data for year 2023



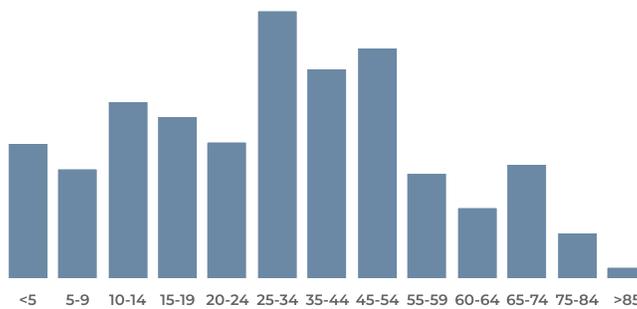
DAYTIME POPULATION

29,052

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey 5-year estimates

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

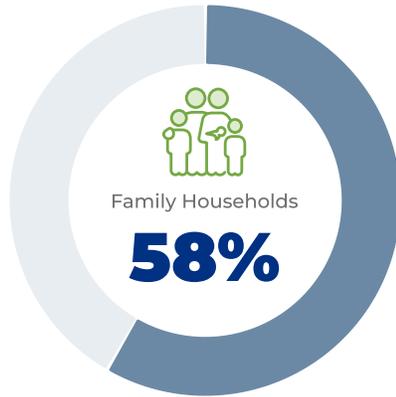
* Data Source: American Community Survey 5-year estimates

Household Analysis

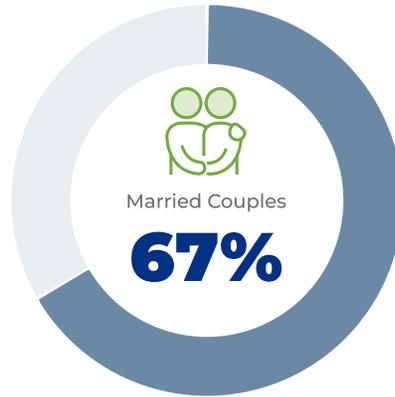
TOTAL HOUSEHOLDS

8,846

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▲ 24%
higher than state average



▲ 41%
higher than state average



▼ 72%
lower than state average

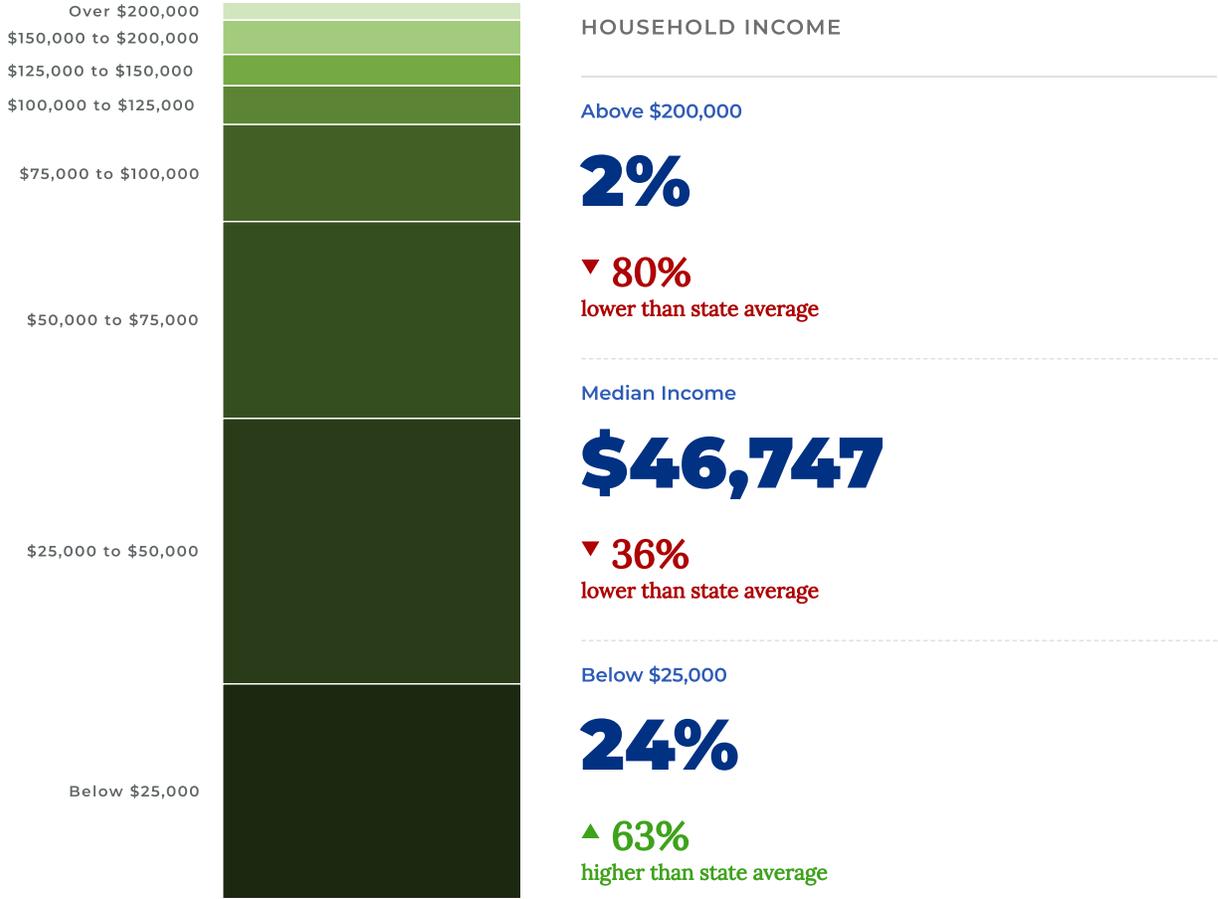


▼ 70%
lower than state average

* Data Source: American Community Survey 5-year estimates

Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



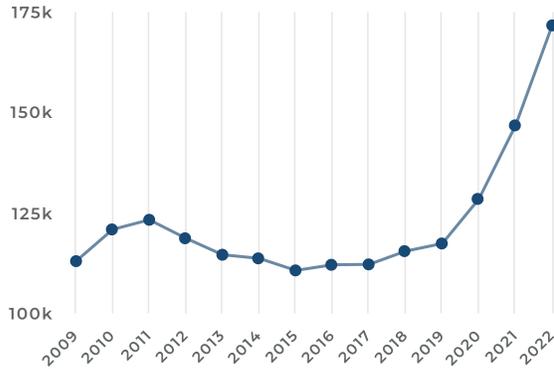
* Data Source: American Community Survey 5-year estimates

Housing Overview



2022 MEDIAN HOME VALUE

\$171,700



* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

HOME OWNERS VS RENTERS

San Luis State Avg.



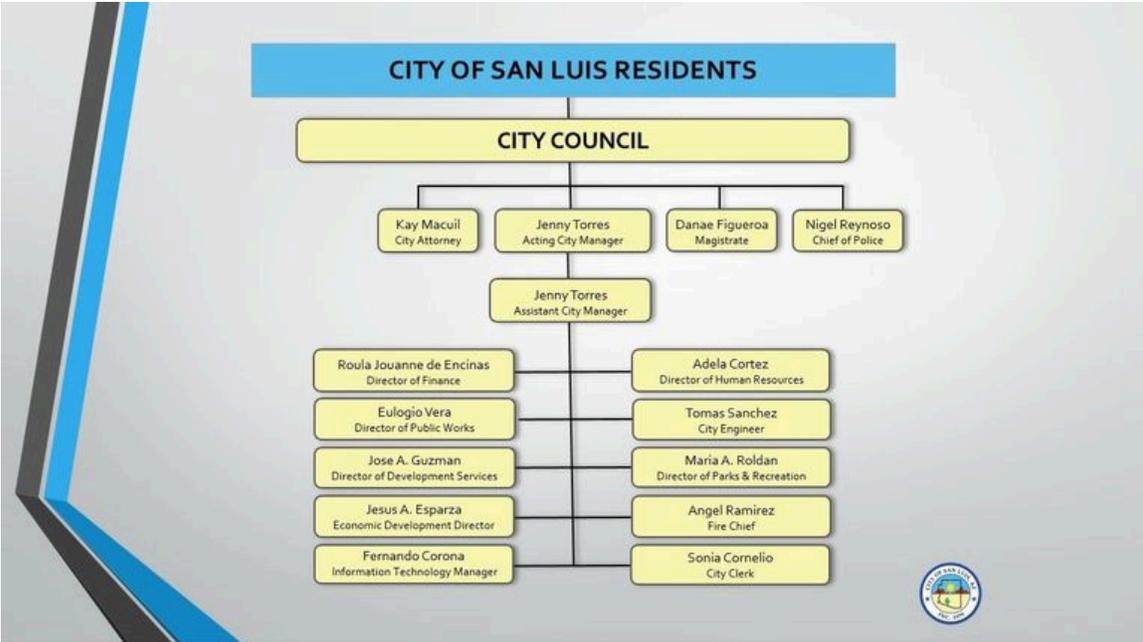
* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

HOME VALUE DISTRIBUTION



* Data Source: 2022 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

Organization Chart



STRATEGIC PLAN



Strategic Plan

VISION

San Luis is a welcoming binational city that is built on agriculture, distinct history, and collaboration. We pride ourselves on having quality neighborhoods, significant cultural resources, and outstanding schools while offering an innovative and forward-thinking community to live, work, and play, which will develop in a manner that ensures that new growth improves our community and retains our shared values.

MISSION STATEMENT

To enhance the quality of life for the residents and businesses of San Luis by delivering services effectively and efficiently, providing a safe and healthy environment, and developing economic opportunities.

As San Luis continues to grow, the City is faced with new opportunities and challenges, creating a need for a shared vision for the future. By 2040, the population of San Luis is projected to be 72,566, which is more than double its current population. Although population growth may vary from these projections due to various factors, the City relies on these projections to plan for future needs.

We rely on the City's General Plan adopted in November 2020 to set the goals and priorities that will allow us to become the City we need to be in the future. There are four themes that are the focus of the plan (Growth, Economy, Environment, and Public Services).

The FY 2026 budget was developed with the Council organization focusing on the four themes as a key factor in the decision-making process. The goals and objectives included in the department information tie directly to the organization's focus areas, and represent intermediate steps to achieving those Council-identified priorities. The Council reviews and updates the organization's focus areas during their annual retreat. Management staff and departmental personnel utilize the focus areas to guide daily operations.



Economy



Public Services

A strong and healthy economy is the backbone for vibrant, thriving communities, and the driving force for improved quality of life. Employing a proactive approach to economic development fosters long-term prosperity in a continually changing regional and global economy. The Economy Theme covers three elements that provide a foundation for growing and sustaining a strong economy in San Luis: Economic Development, Community Revitalization, and Arts and Culture.

Well-planned, quality municipal services have a direct correlation with the enhancement of the quality of life of residents and businesses. Clean and maintained streets provide for safe and efficient travel. Dedicated and responsive law enforcement, fire, and emergency medical services provide for the public safety of the community. Quality parks provide for passive and active recreational activities and support healthy and active lifestyles. Modern water and wastewater infrastructure and services support the orderly and planned growth and development of the community.



Environment



Growth

The natural environment is a valuable, yet often sensitive resource that shapes a community's character. Careful planning is necessary to provide a balance between the built and natural environments and to protect the natural resources that contribute to the quality of life in San Luis. The Environment Theme covers four elements that integrate environmental protection with community growth: Environmental Planning, Conservation, Open Space, and Energy.

Growth and development of the community is influenced by many separate, yet interrelated elements. The Growth Theme explores community topics related to future growth and development of San Luis with high quality and safe neighborhoods, vibrant shopping areas, and supporting employment uses. These topics contribute to the sense of place and the vision of how San Luis will look, feel, and function as it grows and develops into the future.

Principles of Sound Financial Management – Infrastructure and Public Services

The goal of financial sustainable infrastructure planning is ingrained within the Growth Theme. This section summarizes broad best practice fiscal principles relative to the planning and management of public funds for the expansion of infrastructure and public services to serve future growth. It is intended that the below Principles of Sound Financial Management will provide broad guidance to decision making in the City's Capital Improvement Plan (CIP) and Annual Operating Budget processes.

- Expand municipal infrastructure in a manner that is efficient, cost-effective, and affordable for current and future residents of the city.
- Obtain full value for every dollar of public funds to deliver high quality infrastructure and public services to the community.
- Maintain an adequate financial base to support appropriate public service levels and maintain quality of life in San Luis.
- Develop and maintain the ability to respond efficiently and effectively to changes in the local, regional and international economic climate, including changes in federal and state priorities and funding.

BUDGET PROCESS



Budget Process

The budget and financial plan for the City of San Luis is the policy document that reflects the goals and objectives of the City Council. The Council determines the priorities for the year, and staff develops a budget that best incorporates Council priorities and fits within the resources available.

The City Manager is responsible for implementing these policies and priorities, utilizing the allocation of available financial resources.

The annual review process provides the City with an opportunity to evaluate the services provided to the community's citizens. Programs are identified and evaluated, and the scope of service to be provided is defined. The staffing level needed to provide the service level deemed appropriate by the Council is then determined. Additionally, funding requirements and the level of effort to be provided are established.

Issues presented during the review and approval period include discussion topics about the Council retreats. Several work sessions took place in January and February to allow City staff to present major discussion points to the Council and the public. The goal is for the Council to make policy decisions and direct staff to budget priorities. This provides adequate time for the Council to gather input on major budget issues before preparing the budget. The Council reviews and discusses all personnel recommendations, operational expense recommendations, and the capital improvement plan. The Council arrives at a consensus for all decisions needed. The study sessions allow City management, departments, and the public to offer information and recommendations to the City Council.

The proposed budget is presented to the Council for tentative adoption before July. One public hearing is held on the content of the budget. Final adoption will occur before the end of the fiscal year. State law requires the operating budget to be all-inclusive. Therefore, the budget includes provisions for contingent revenues and expenditures that cannot be accurately determined when the budget is adopted (e.g., grants). The Resolution adopting the annual budget requires Council authorization for any expenditure on contingencies and the transfer of budget authority between funds.

The Arizona Constitution mandates an expenditure limitation on the amount the City can appropriate each fiscal year. Budget authority can be transferred between line items within a section. At year-end, division budgets are reviewed, and budget authority is transferred from contingencies by resolution as necessary. The Council can also amend total appropriations for a fund during the year by resolution if there is a corresponding increase/decrease in another fund so that the total appropriation is not exceeded.

Budget Timeline



Basis of Budgeting

The City prepares its budget annually following Generally Accepted Accounting Principles (GAAP) and employs the modified accrual basis of accounting for both governmental and proprietary funds. This basis of accounting aligns the City's budget with its audited financial statements. Revenues are recognized when they are measurable and available, while expenditures are generally recorded when the liability is incurred.

- Depreciation expense is not budgeted but is an expense in the ACFR.
- Capital purchases of proprietary funds are budgeted as expenditures but presented as assets in the ACFR.
- Debt service payments of proprietary funds are budgeted as expenditures but reported as a reduction of long-term debt liability in the ACFR.
- Long-term debt proceeds are budgeted as revenue in the Other Financing Sources account.



FINANCIAL GUIDELINES



Financial Policies

Budget Administration

The City must follow general budget legal requirements established by Arizona law and the City Charter when preparing the annual budget. Per the Arizona Revised Statute, the City of San Luis must adopt a balanced budget each fiscal year. The City balances current revenues against current expenditures. Both operational and capital efforts must be sustainable to ensure continuity of service to citizens, and under the Arizona Revised Statutes, the budget cannot be increased once the Council adopts the preliminary budget.

Legal Level of Budgetary Control

The City Council sets policy and adopts the annual budget at the fund level as a total amount of expenditures. Financial control is set by the City Council at the fund level, with budgetary control for operating performance administered at the Departmental level by the City Manager and the Director of Finance.

Statutory Limitations

The Arizona Constitution mandates an expenditure limitation on the amount the City can appropriate each fiscal year unless otherwise approved by the voters. Some specific items excluded from the expenditure limit are bond sales revenue, interest revenue, trust and agency accounts, and federal and state grants.

Balanced Budget

The budget must be balanced for all budgeted funds. Total estimated expenditures for each of the governmental fund types must equal total anticipated revenues plus the portion of beginning of the year unreserved fund balance in excess of the required fund balance reserve. Estimated expenses for proprietary fund types must equal total anticipated revenues and unreserved retained earnings.

Budget adjustments

The Arizona Revised Statutes do not allow for increases in the budget once the Council adopts the preliminary budget. However, budget transfers between funds, departments, and line items are permitted as outlined below.

- Budget adjustments up to \$50,000 between departments, capital projects, personnel line items to non-personnel items within the same fund may be authorized with the approval of the City Manager and Director of Finance in consultation with department heads involved in the transfer.
- City Council must approve budget adjustments between funds and the use of funds in the

contingency account.

- Budget adjustments over \$50,000 between departments, capital projects, contingency transactions, and personnel line items to non-personnel items required City Council approval.
- Budget transfers between personnel line items to non-personnel line items within a department up to \$50,000 may be authorized with the approval of both the City Manager and Director of Finance.
- Department directors may authorize transfers within non-personnel budget lines at the same fund and Department.
- Budget transfers for special revenue funds will be administered by the Finance Department and will not exceed the available revenues.
- Budget transfers are initiated internally by the Department, with final review and processing performed by the Finance Department.

Capital Projects

The City of San Luis reviews its Capital Improvement Plan annually to ensure it includes the necessary projects to maintain or improve the level of services in the City. The Capital Improvement Plan review has a five-year outlook.

The projects within the Capital Improvement plan must be accompanied by an estimate, location, and an identified funding source. It will also include a description of the project's benefits and confirmation that it can be operationally staffed and maintained within the budget resources. No capital project shall be funded unless operating impacts have been assessed and the necessary funds can be reasonably anticipated to be available when needed.

Procurement

The City of San Luis requires that all purchasing transactions comply with the City's Procurement Code. Additional financial controls are in place to mitigate risk and ensure contract compliance. Among these controls are the right to audit contracts' provisions, the right to require appropriate levels of insurance, and to request appropriate financial reports with the purchase request.

Revenues Projection and Use

The City reviews and adjusts revenues each year. Forecasting revenues involves combining a five-year analysis of past revenue history, a review of economic trends, and an analysis of information obtained from State agencies from which the City receives funds.

The policy of the City is to fund recurring revenues with ongoing expenditures. It is essential to ensure adequate funding to support continued operations.

One-time revenues should be used only for one-time expenditures. One-time revenues cannot be relied



upon to fund new positions or fund the cost increase of operations. Examples of one-time revenues are sales of assets or positive fund balance carryover from prior years.

Appropriate uses for one-time revenues can be:

- Funding of capital expenditures that will reduce operating costs
- Information technology projects that will improve efficiency
- Special projects that will not incur ongoing operational expenses.
- Payment of early debt retirement.

Expenditure Projection and Use

State statute allows for encumbrances to be recognized for 60 days following the end of the prior fiscal year as uses of prior year appropriations. All annual appropriations lapse at year-end and are considered for inclusion in the subsequent year's budget on a case-by-case basis. Departments are directed to re-budget for all items expected to be delivered after June 30 to ensure that appropriations do not lapse.

Long-Range Planning

The City of San Luis needs to have the ability to anticipate future challenges in revenue and expense imbalances and identify the City's capacity to fund projected expenditures. To provide City officials with pertinent data to make decisions, the Finance Department should annually develop, in coordination with departments, five-year revenue and expenditure forecasts for the General Fund, Enterprise Funds, and Streets Funds. These forecasts will identify changes in revenue and expenditures due to projected new development in the City, economic and demographic trend information, legislative or program changes, and capital projects in the pipeline.

Operating Budget Preparation

Current operating costs must be less than or equal to current revenues.

All operating funds will be budgeted to retain sufficient fund balance for cash flow needs at the beginning of the following year.

The General fund may subsidize funds in the governmental funds to assure at least a zero fund balance.

Interfund Loans

The city of San Luis may loan resources from one fund to another, experiencing a temporary cash shortage. Interfund loans differ from a transfer of funds in that the amounts are provided with a requirement for repayment.

Debt Management

Long-term debt is not to be issued to finance current operations.

Fund Balance Reserves

Maintaining reserves is considered a prudent management practice. Adequate fund balances are kept to allow the City of San Luis to continue providing services to the community in case of unexpected emergencies or requirements, or economic downturns.

The City of San Luis shall establish and maintain a minimum unrestricted fund balance for the Governmental Funds and Proprietary Funds. This fund balance shall be adjusted for non-spendable funds to retain an adequate balance based on actual cash available. The City of San Luis shall retain a minimum of 4 months of operational expenditures.

Any use of the minimum unrestricted fund balance must include a repayment plan based on a multi-year financial projection that plans to restore the fund balance to the minimum adopted level within the three fiscal years following the fiscal year in which the event occurred. The general fund must maintain adequate reserves to ensure continuity of operations for the funds that are unable to meet the minimum level of reserves.

Cost Allocation

The City hired an external consultant firm to prepare a cost allocation plan (CAP) for the City. The primary objective of the CAP is to allocate costs from departments that provide services internally to operating departments that conduct the day to day operations necessary to serve the community. To ensure central service department costs are allocated to the operating departments, the City's cost structure was analyzed to determine which type of costs are allowable versus unallowable in accordance with generally accepted accounting principles (GAAP) . The City also utilizes the cost allocation plan to calculate an indirect cost rate that is allowable in accordance with OMB A-87. The City will annually update the indirect cost rate based on actual expenditures, as required by OMB A-87. The cost allocation plan was implemented in FY 2021.

PERSONNEL



Staff Summary

Department	2022-2023	2023-2024	2024-2025	2025-2026	2025-2026
City Administration	6	6.5	9	9	0
City Clerk	3	4	3	3	0
City Attorney	2.5	3.5	3.5	3.5	0
City Prosecutor	3	3	3	3	0
Finance	10	10.5	11.5	11.5	0
Human Resources	7	8	8	8	0
Development Services	5.5	6.0	7.0	7.0	0
Building Safety	7.5	5.0	5.0	5.0	0
Economic Development	3.4	3.8	3.8	4	0
Cultural Center	1.8	2.3	3.0	3	0
Parks	16	18	18	19	1
Recreation	2.8	3.3	5.0	5	0
Youth Center	2.8	3.3	3.0	4	1
Municipal Pool	1.8	2.3	0.0	0	0
Parks & Rec. Administration	4	4	4	4	0
Senior Services	4	5	5	5	0
Municipal Court	11	11	11	11	0
Police Department	66.4	70	75	86	11
Fire Department	30.7	24.3	27.3	33.3	6
Fire Department East	0	12	12	12	0
Information Technology	7.2	8.0	8	8	0
Facilities	10	13	15	15	0
Fleet Services	6.6	7	7	7	0
Risk & Property Management	1	2.5	3	3	0
Billings & Collections	10	11	11	11	0
Engineering	0	2	4	4	0
Improvement Districts	0	0	0	1	1
Public Works Administration	0	6	7	7	0
Highway User	21.0	22.8	22.5	23	0.0
Senior Services Special Revenue Fund	1	2	2	2	0
Water	13.0	12.3	13.0	15	2.0
Wastewater	20.0	20.3	21.0	23	2.0
Solidwaste	5.4	6.5	7.5	8	0
Business Incubator	0.6	0.2	0.2	0.2	0
Ambulance Services	22.2	26.2	29.2	29.2	0
Total City Wide	307	346	368	391	24

New Position Requests

DEPARTMENT	JOB POSITION	Pay Grade	HOURLY RATE	Department Request	Proposed Continuation
City Attorney	Assistant City Attorney	53	51.82	149,386	-
City Clerk	Deputy City Clerk	33	31.62	98,367	-
City Prosecutor	Media Redaction Specialist	12	19.53	57,278	-
Development Services	Code Enforcement Officer	18	21.84	63,804	-
	Assistant Planner	29	28.65	90,868	-
	GIS Technician	14	20.52	59,785	-
Building Safety	Building Inspector II	23	24.70	71,115	-
Court	Chief Court Clerk	17	22.10	63,765	-
Parks Admin	Mktg. & Special Events Coordinator	21	23.51	67,334	-
Cultural Center	Recreation Assistant PT	3	15.64	35,661	-
	Recreation Assistant PT	3	15.64	35,661	-
Parks Grounds	Administrative Assistant	9	18.14	53,776	-
Senior Center	Driver PT	7	17.27	53,476	20,434
Fire	Fire Captain	36	25.70	121,145	121,145
	Fire Captain	36	25.70	121,145	121,145
	Fire Captain	36	25.70	121,145	121,145
	Fire fighter	22	18.19	80,604	80,604
	Fire fighter	22	18.19	80,604	80,604
	Fire fighter	22	18.19	80,604	80,604
IT	IT Technician	20	22.94	66,616	-
	Systems Administrator	34	32.41	101,379	-
Police	Police Officer	27	27.27	80,741	80,741
	Police Officer	27	27.27	80,741	80,741
	Police Officer	27	27.27	80,741	80,741
	Police Officer	27	27.27	80,741	80,741
	Police Officer	27	27.27	80,741	80,741
	Police Officer	27	27.27	80,741	80,741
	Police Sergeant	39	36.67	116,380	116,380
	Police Sergeant	39	36.67	116,380	116,380
	Property And Evidence Technician	14	20.52	60,950	60,950
	Police Communication Officer	18	21.84	64,358	64,358
	Police Communication Officer	18	21.84	-	64,358
Facilities	Custodian	3	15.64	48,564	-
TOTAL GENERAL FUND				2,564,598	1,532,555
Ambulance	Police Communication Officer	18	21.84	64,358	-
PW/Water	Water Operator Apprentice	15	21.04	62,512	62,512



	Water Operator Apprentice	15	21.04	62,512	62,512
PW/Wastewater	WW Operator Apprentice	15	21.04	62,499	62,499
	WW Operator Apprentice	15	21.04	62,499	62,499
	TOTAL ENTERPRISE			314,378	250,020
	GRAND TOTAL			2,878,976	1,782,576



Salary Adjustments and Reclassifications

DEPARTMENT	Employee	Hourly Rate	Pay Grade	Department Request	Proposed Continuation
Finance	Reclassification From Accounting Specialist to Accounting Analyst	19.04 - 24.70	23	14,423	14,423
Finance	Reclassification From Accountant I to Accountant II	25.75 - 28.65	29	7,419	7,419
Building Safety	Reclassification Building Inspector II to Plans Examiner/Building Inspector II	24.66 - 25.96	25	3,359	-
Building Safety	Reclassification of Code Enforcement to Code Enforcement II	24.22 - 25.43	23	3,130	-
Parks Administration	Reclassification from Administrative Coordinator to Office Supervisor	21.42 - 25.96	25	11,478	-
Parks Ground	Reclassification from Parks Supervisor to Parks Ground Manager	26.64 - 31.62	33	12,877	12,877
Parks Ground	Reclassification from Crew Leader Supervisor to Parks Supervisor (Two Staff Members)	22.48 - 25.96 20.57 - 25.96	25	22,958	-
Parks Ground	Reclassification of Maintenance Technician from PT to FT	14.70 - 16.03	4	33,921	33,921
Improvement Districts	Reclassification of Maintenance Technician from PT to FT	14.70 - 16.03	3	33,921	33,921
Cultural Center	Reclassification of Recreation Coordinator to Recreation Supervisor	21.01 - 25.96	25	12,622	-
Recreation	Reclassification of Recreation Coordinator to Recreation Supervisor	20.02 - 25.96	25	15,126	-
Youth Center	Reclassification of Recreation Coordinator to Recreation Supervisor	20.02 - 25.96	25	15,126	-
Youth Center	Reclassification of Recreation Assistant PT to Recreation Specialist FT	14.70 - 20.02	13	42,266	42,266
PW- Administration	Reclassification from Administrative Coordinator to Office Supervisor	20.72 - 25.96	25	13,232	13,232
Fire	Paramedic Stipend Increase (33)	1.00		125,494	125,494
	Total General Fund			367,353	283,553
PW- W/WW	Reclassification from Electrician to Electrician II	27.30 - 28.67	29	3,566	3,566



Ambulance Fund	Paramedic Stipend Increase (15)	1.00		57,430	57,430
	Total Enterprise			60,996	60,996
GRAND TOTAL	CITY WIDE			428,349	344,549



DEPARTMENT SUMMARY



City Council

The City Council serves as a legislative and policy making body of the municipal government and has responsibility for enacting city ordinances, appropriating funds to conduct city business, and providing policy direction to the city manager responsible for carrying out established policies and administering operations



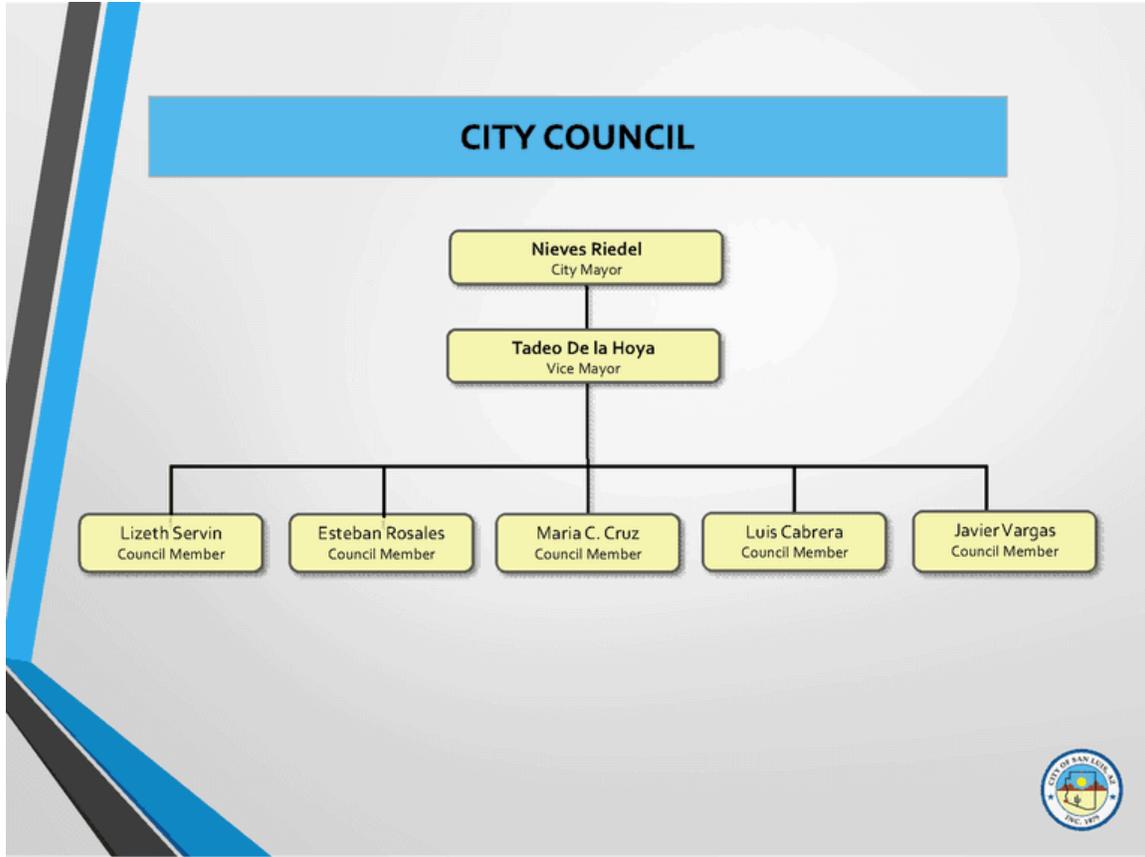
Accomplishments FY 2025

- Continued to support long-term financial stability of the city by proposing the establishment of a primary property tax.
- The salary compensation study was completed, in the process of implementing labor market wages based on budget availability.
- Infrastructure work has started for the widening of Cesar Chavez Boulevard.
- Supporting efforts continue by all POE 1 stakeholders in the construction of SL POE 1 in both the US and Mexico during fiscal year 2025-2029.
- Supported the financial investment of \$850,000 in constructing restrooms at the East Park, remodeling of the municipal pool, and city buildings
- Supported the acquisition of 26 acres of land to develop water improvement projects, to include Well Site #8, downtown drainage, and expansion of city buildings.
- In the third year of a five-year Utility Rate increase.
- The city received \$4 million in grants for public safety equipment and AMI.

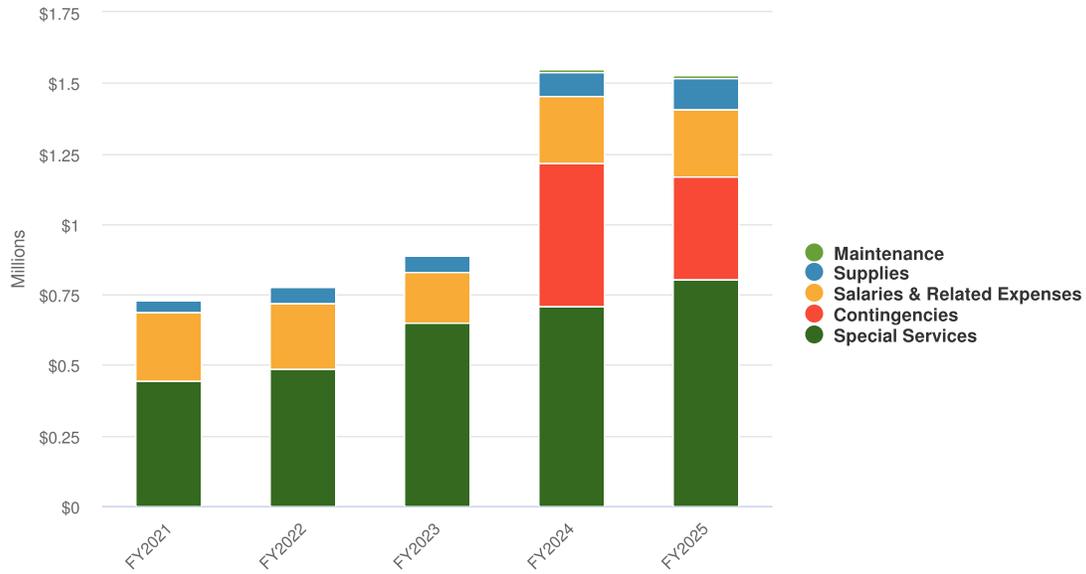
Goals & Objectives FY 2026

- Review market trends with comparable salaries and health benefits to all city employees.
- Support staff in creating lean budget for FY 2025-2026 and prepare for possible reduction in revenue.
- Advocate for the creation of a city Primary Tax levy for all properties within the city limits.
- Assist staff in securing the city's growth by evaluating and supporting annexations, land swaps and land acquisition.
- Advocate in support of a full-time entomologist at San Luis POE II and the recruitment of CBP officers for the San Luis POE I expansion.
- Continue to support Human Resources to provide labor market trend comparable salaries and health care benefits to all city employees and fill vacancies throughout the city departments.
- Collaborate with staff in the recruitment of key top-level positions including City Manager and Assistant Attorney.
- The Mayor, Council Members, and staff continue to work and secure additional funding for the Cesar Chavez widening project.
- Assist with the Implementation of the city's 5-year Capital Projects Improvement Plan (CIP).
- Participate and support City of San Luis staff with the Strategic Plan for Fiscal Years 2025-2030.
- Continue to support efforts by all POE 1 stakeholders in the construction of SL POE 1 during calendar year 2025-2026.
- Assist staff is collaborating with stakeholders in the development of a feasibility study for the San Luis II Port of Entry to allow private vehicles.
- Support staff in recommended minor and major General Plan amendments for smart growth development.

Organizational Chart



Budgeted and Historical Expenditures by Expense Type



The following table represents the City Council's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$180,008	\$247,855	\$237,910	\$239,960	0.9%	\$2,050
Supplies	\$60,863	\$77,559	\$87,550	\$76,510	-12.6%	-\$11,040
Maintenance	\$5,445	\$6,272	\$16,720	\$11,080	-33.7%	-\$5,640
Special Services	\$648,850	\$671,307	\$692,930	\$625,380	-9.7%	-\$67,550
Contingencies	\$0	\$0	\$265,000	\$300,000	13.2%	\$35,000
Total Expense Objects:	\$895,166	\$1,002,994	\$1,300,110	\$1,252,930	-3.6%	-\$47,180

City Administration

Implements the policies, priorities, goals, and visions developed by the City Council and provides direction and leadership to the City of San Luis departments.

Along with department heads and staff, the City Administration Department is committed to advocating for a responsible and transparent city government, citizen engagement, and working in ensuring that the City of San Luis remains a community in which residents take great pride in.



ABOUT THE CITY ADMINISTRATION

The City Administration is a Manager, Assistant City Manager and support staff body that oversee various departments within the organization to ensure that the community is served, provides a safe environment, financial stability, beautiful and culturally enriched. It maintains intergovernmental relationships, continue to build and maintain a professional relationship with external partners and businesses to ensure that our City continues to grow and evolve; manage day to day operations and activities while adhering to the highest standards of conduct to inspire public confidence and trust in the City of San Luis.

Accomplishments FY 2025

- Ensured excellent medical and dental care benefits by working with new broker through the Employee Benefit Trust Board.
- Supported financial investment of \$3 million in road infrastructure to include Merrill Avenue Widening, road intersection improvements at County 22nd Street and 4th Avenue, Sidewinder Road, road intersection design of Main Avenue (Street), 10th Avenue widening, and County 25th Street extension.

- The financial investment in road infrastructure secured work completion for Mesa Street.
- Supported the financial investment of \$3.6 million in water infrastructure investment.
- The city received over \$4 million in grants for public safety equipment and AMI.
- Re-allocated funds to replace the municipal pool which re-opened its doors after a year.
- Work with the Human Resources Department to fill city key top-level positions.
- Supported the Mayor and Council members in the proposal of establishing a primary property tax and Home Rule election. Home Rule passed.
- Repaired and remodeled the Fernando Padilla building to relocate Human Resources & Information Technology.
- City secured 18 acres of State Land
- Secured an additional \$25 million of funding for a total of \$62 million for the design and widening of Cesar Chavez Blvd.
- Created a Communications division within the Administration Department for city-wide social media communications.

Goals & Objectives FY 2026

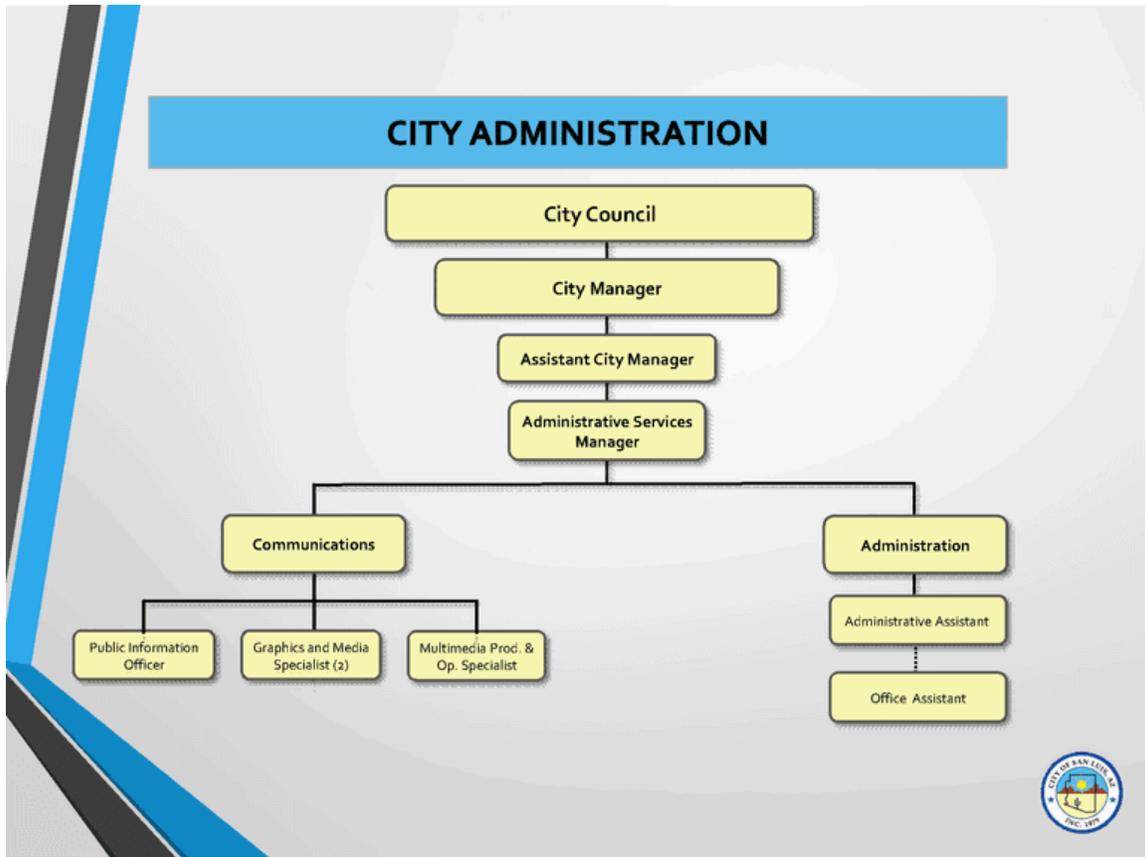
- Administration staff will continue supporting and apply for federal and state funding to support infrastructure projects, including street improvements, water and wastewater projects, recreational areas, and public safety.
- Continue to evaluate and improve policies and procedures to be more efficient and cost-effective operations to improve city services.
- Continue to review and, where appropriate, reorganize the city's organizational structure to provide a more efficient and cost-effective operation and to enhance the quality of customer service to all stake holders – residents, commercial owners, and developers.
- Continue to support minor and major General Plan amendments for smart growth development.
- Continue to support efforts by all POE 1 stakeholders in the construction of SL POE 1 during Fiscal Years 2024-2029.
- Continue to structure a financial funding strategy policy plan for all major infrastructure improvements including prioritizing roads, parks, and open space projects.
- Continue to support departments to evaluate Citywide users' fees and recommend changes to cover

operational costs for services provided.

- Secured the Assistant Director of Development Services, City Engineer, Finance Manager, and Paralegal positions.
- Develop strategy to increase City limits by annexation, land swaps or land acquisition to secure City growth.
- Assist in securing funding for the feasibility study for San Luis II Port Entry to process private vehicles.
- Assist with the coordination and development of the City of San Luis Strategic Plan for Fiscal Years 2026-2030.
- Work with departments and the Council to develop and implement the city's 5-year Capital Projects Improvement Plan (CIP).
- Continue to explore options to secure approval of setting San Luis US Postal Service cluster mailbox service and delivery.
- Assist staff in the securement and approval of City of San Luis US Postal Service cluster mailbox service and delivery.



Organizational Chart



Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	6	6.5	9	9	0
% of city's FTEs				2.30%	

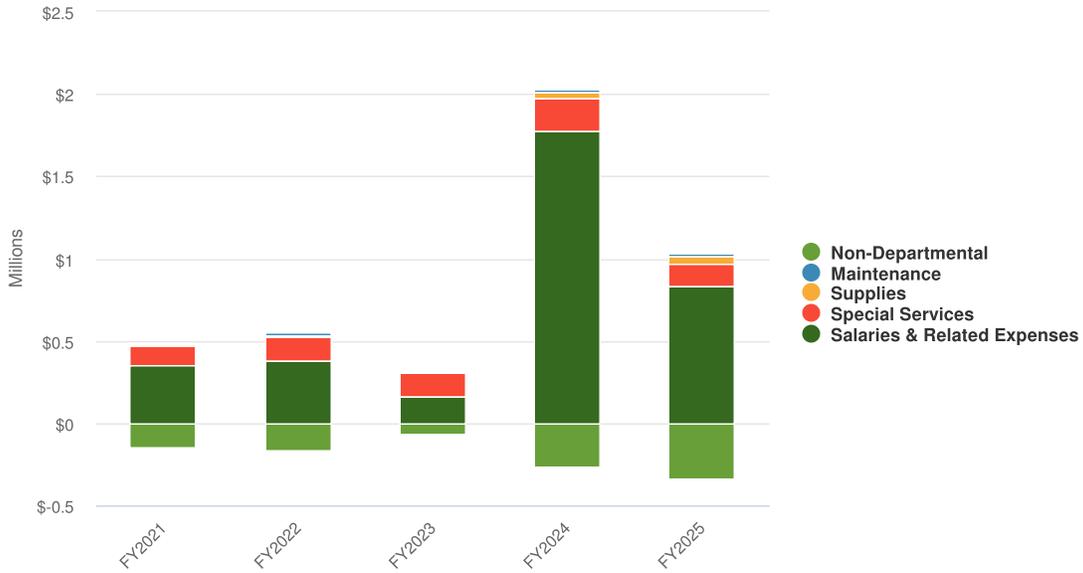
Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Acting Assistant to Council/PIO	0	0	0	0	0
Public Information Officer	1	1	1	1	0
Operations Coordinator	0	1	0	0	0
Administration Services Manager	0	0	1	1	0
Public & Foreign Affairs	1	0	0	0	0
Assistant City Manager	1	1	1	1	0
City Manager	1	1	1	1	0
Executive Assistant	1	0	0	0	0
Graphic and Media Specialist	0	1.5	2	2	0
Administrative Assistant	0	0	1	1	0
Video Production and Operation Specialist	0	1	0	0	0
Multimedia Production & Operations Specialist	0	0	1	1	0
Office Assistant	1	0	1	1	0
Total	6	6.5	9	9	0



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents City Administration expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$158,518	\$536,809	\$1,696,780	\$1,517,010	-10.6%	-\$179,770
Supplies	\$4,260	\$30,044	\$65,730	\$42,850	-34.8%	-\$22,880
Maintenance	\$7,258	\$10,365	\$19,020	\$14,280	-24.9%	-\$4,740
Special Services	\$146,919	\$55,525	\$139,900	\$133,550	-4.5%	-\$6,350
Non-Departmental	-\$67,478	-\$204,516	-\$351,410	-\$361,440	2.9%	-\$10,030
Total Expense Objects:	\$249,477	\$428,227	\$1,570,020	\$1,346,250	-14.3%	-\$223,770

City Clerk

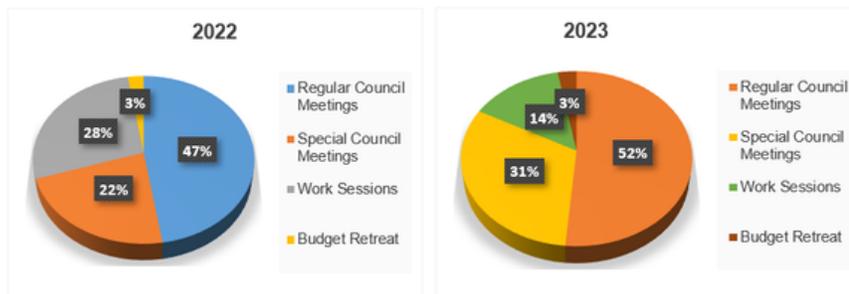
The City Clerk's Office is the primary link between Council, City staff and the public, where the City Clerk serves as the Chief Elections Official and Records Manager. The City Clerk's Office upholds public trust and protects local democracy by providing access to services and information on matters of public interest to all customers, including residents, elected officials and City departments.



The City Clerk's Office consists of three (3) full-time employees: Sonia Cornelio, City Clerk; Melissa Lopez, Deputy City Clerk and Candy Lara, Records Management Specialist.

CITY COUNCIL MEETINGS

The City Clerk's Office is responsible for preparing notices, agendas and minutes for regular, special and work session meetings. In 2021 the City Council held 21 regular Council meetings (48%); 9 special Council meetings (20%), 13 work session meetings (30%) and one budget retreat meeting (2%). The majority of these meetings were held remotely due to the COVID-19 pandemic.



LEGISLATION AND POLICY/PROCEDURE UPDATES

- **City Code**

The City Clerk is responsible for updating the City of San Luis, Arizona, Code of Ordinances. The City Clerk is continuously working with Code Publishing to codify the City Code, which contains ordinances through Ordinance No. 445, passed on September 25, 2023.

- **Records Management & Retention Policy**

The City Clerk's Office remains contracting with Iron Mountain Incorporated to store long-term and permanent records offsite. This allows the city to cost-effectively manage, safeguard and retrieve vital records and documents on time.

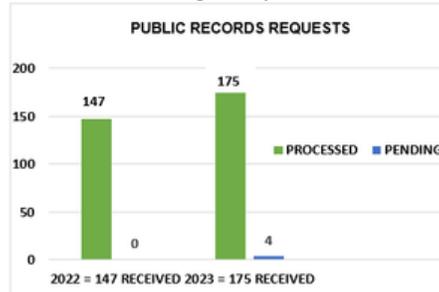
The Records Management Specialist (RMS) is working on updating and incorporating checklists, manuals and tools to assist the records' liaison for each department. The RMS continues to provide training to staff.

In 2023, 94 boxes were sent to Iron Mountain from the various city departments and 105 boxes were properly destroyed by the various departments.

- **Public Records Requests**

The City Clerk's Office is the information hub for the city as the custodian of city records and responds promptly to requests for records from the public. The following chart outlines the

comparison of public records requests received during the years 2022 and 2023.



Accomplishments FY 2025

- Awareness and Enforcement of Records Management
- 24 boxes of records sent to Iron Mountain (various departments)
- 21 boxes of records properly destroyed (various departments)
- Received and processed 155 Public Record Requests
- Prepared Notices, Agenda and Minutes for:
- 20 Regular Council Meetings
- 8 Special Council Meetings
- 1 Budget Retreat
- Implementation of E-Qual System
- Conducted the city's Special Election for Property Tax on May 21, 2024, Primary Election on August 6, 2024 as well as the General Election on November 5, 2024

Goals & Objectives FY 2026

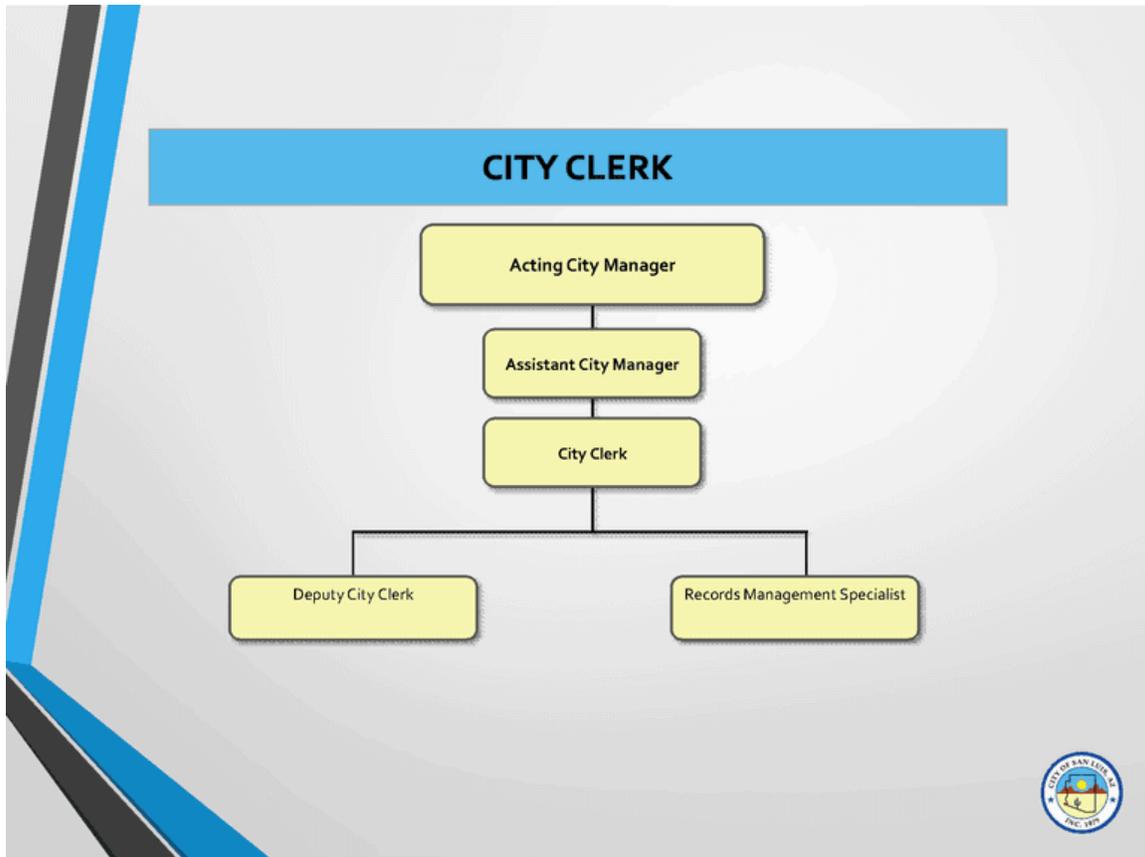
- Ensure compliance with legal mandates through resource management and transparency; and
- Promote positive employee morale through a spirit of teamwork and cooperation; and
- Provide municipal employees and the public with accurate and timely information; and
- Ensure that all members (City Clerk, Deputy City Clerk and Records Management Specialist) of the department perform ethical and honest work as we are a discreet and headstrong office known for its impartiality and integrity; and
- Deliver consistent, excellent customer service as this requires continuous improvement based on regular feedback and active benchmarking; and
- Continue professional education by attending the Arizona Municipal Clerks Association conferences,

State of Arizona and the League of Arizona Cities & Towns Elections trainings; and

- Be able to efficiently process, maintain and index minutes, ordinances, resolutions, city code and contracts/agreements through Laserfiche; and
- Succession Planning - the City Clerk, Deputy City Clerk and Records Management Specialist continue to work together and cross-train all City Clerk's Office phases; and
- Utilize technology and the best business practices effectively as it provides the means for enhanced access to information.



Organizational Chart

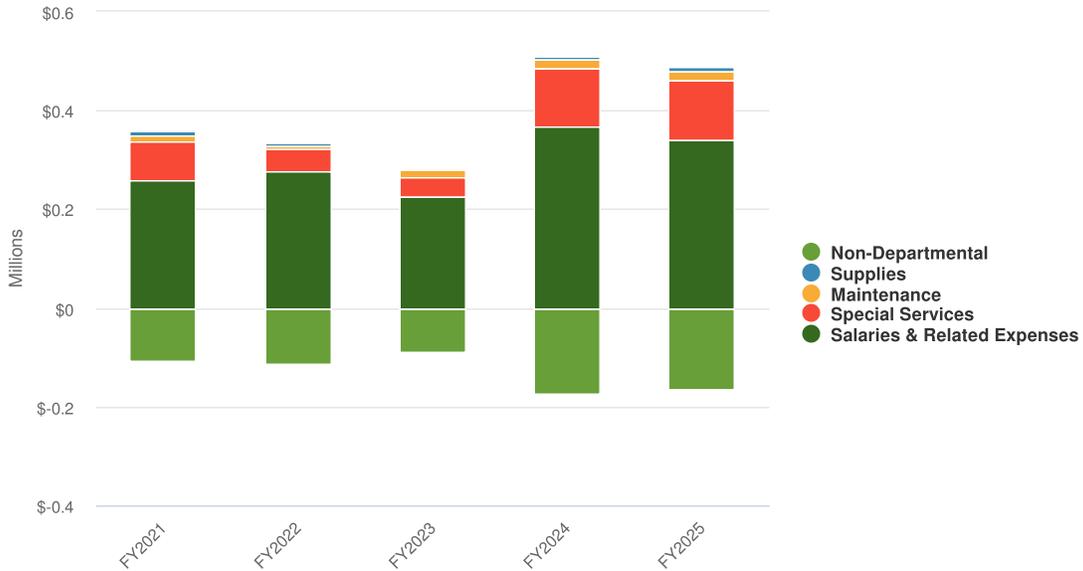


Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	3	4	3	3	0
% of city's FTEs				0.77%	
Authorized Personnel/Positions:					
Title	<u>2022-2023</u>	<u>2023-2024</u>	<u>Current 2024-2025</u>	<u>Request 2025-2026</u>	<u>Changes 2025-2026</u>
City Clerk	1	1	1	1	0
Deputy City Clerk	1	1	1	1	0
Administrative Assistant	0	1	0	0	0
Records Management Specialist	1	1	1	1	0
Total	3	4	3	3	0

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type

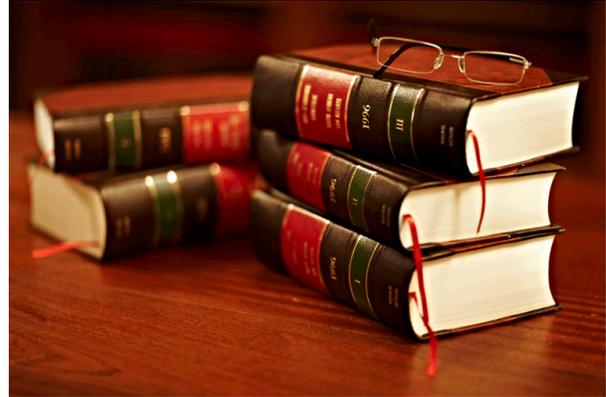


The following table presents the City Clerk's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$226,708	\$387,657	\$341,570	\$337,110	-1.3%	-\$4,460
Supplies	\$3,511	\$22,327	\$38,850	\$26,700	-31.3%	-\$12,150
Maintenance	\$14,519	\$15,678	\$17,730	\$19,630	10.7%	\$1,900
Special Services	\$39,358	\$82,218	\$90,460	\$138,020	52.6%	\$47,560
Non-Departmental	-\$88,740	-\$171,210	-\$164,890	-\$212,750	29%	-\$47,860
Total Expense Objects:	\$195,357	\$336,669	\$323,720	\$308,710	-4.6%	-\$15,010

City Attorney

The City Attorney's Office provides quality legal services that are key to supporting the work of the City Council, staff, commissions, and boards in their endeavors to enhance the well-being, safety, and economic opportunity of San Luis residents and businesses.



Accomplishments FY 2025

- The City Attorney and the Legal Assistant completed advanced Microsoft Word training, as approved in last year's budget. This training is part of an ongoing initiative to maintain the consistency and quality of legal documents as their volume increases.

Goals & Objectives for FY 2026

Case Management Software: Both the Prosecutor's Office and the City Attorney's Office will implement case management software to monitor the number of cases and matters completed, establishing a baseline for future fiscal years.

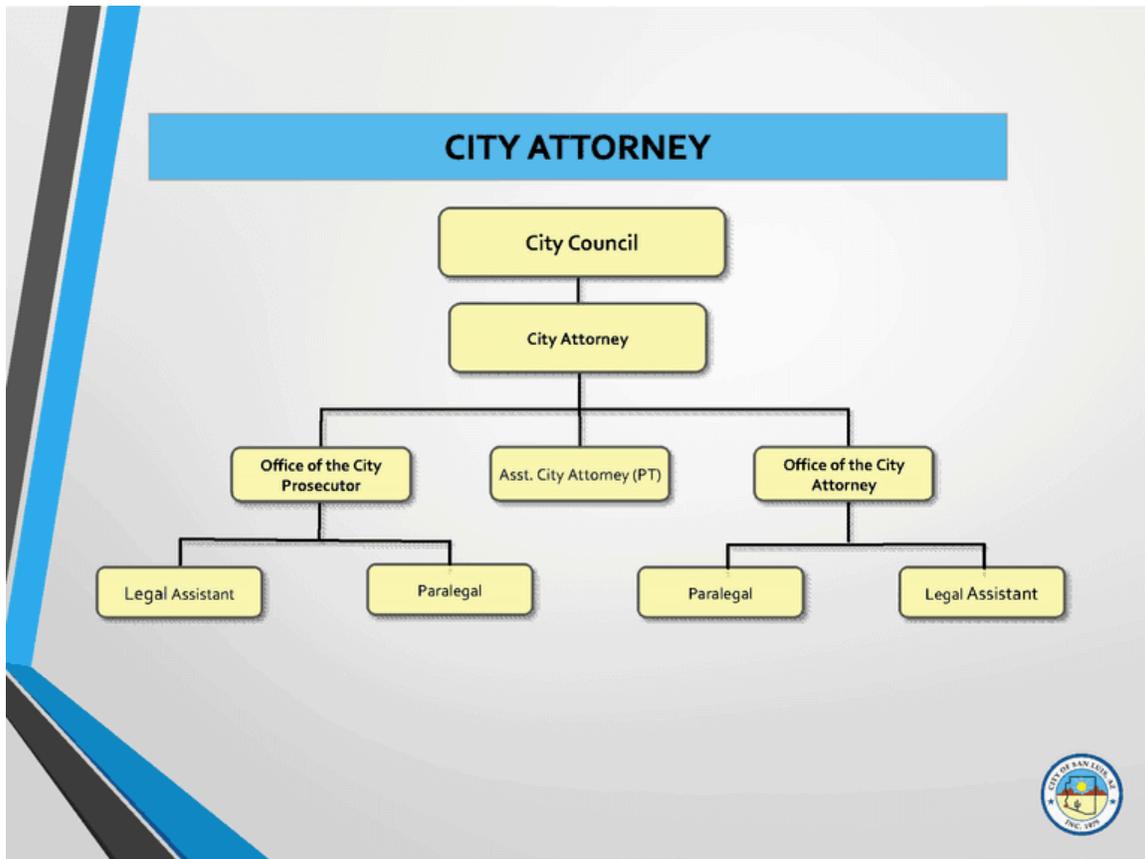
Need for a Full-Time, Civil, Assistant City Attorney:

Increased Workload: The City's growth has increased the workload of the City Attorney's Office in various areas, such as:

- Subdivision Assurances and Agreements: Managing complex subdivision assurances and agreements to plan for expanding infrastructure needs.

- Bid Procedures: Handling complex bid procedures for multi-million-dollar expansion projects, including roads, water, and wastewater.
- Public Records Requests: Managing increased and more complex public records requests from the public.
- Policy Standardization: As the population grows, informal processes evolve into formal policies. These new processes must fit within legal frameworks, causing more legal research, review, and drafting work.

Organizational Chart



Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	2.5	3.5	3.5	3.5	0
% of city's FTEs				0.90%	

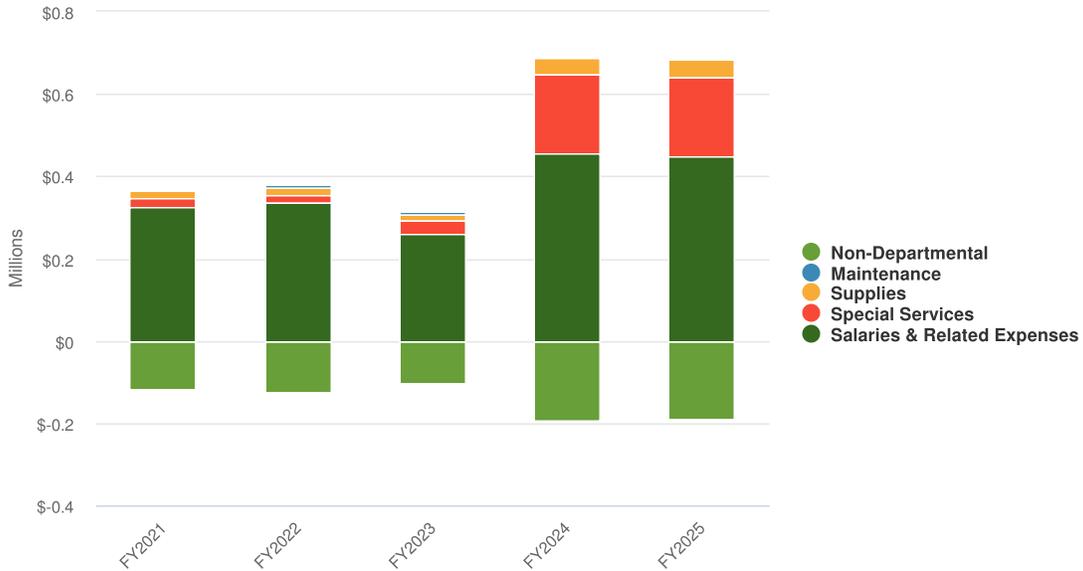
Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
City Attorney	1	1	1	1	0
Assistant City Attorney	0.5	1.5	1.5	1.5	0
Legal Secretary	1	1	1	1	0
Total	<u>2.5</u>	<u>3.5</u>	<u>3.5</u>	<u>3.5</u>	<u>0</u>



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type

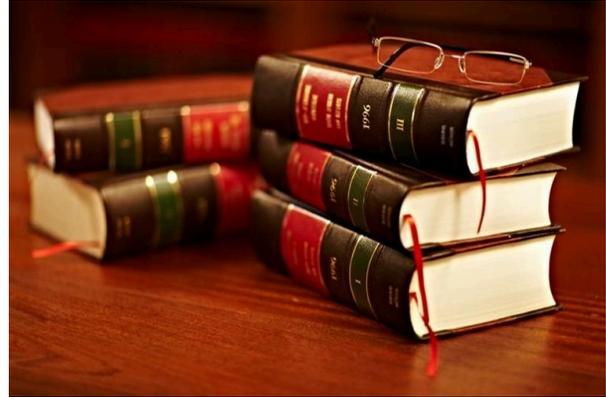


The following table presents the City Attorney's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$258,708	\$335,819	\$393,570	\$342,650	-12.9%	-\$50,920
Supplies	\$14,847	\$22,805	\$42,190	\$36,590	-13.3%	-\$5,600
Maintenance	\$4,627	\$5,011	\$12,340	\$11,970	-3%	-\$370
Special Services	\$34,774	\$86,691	\$241,420	\$295,480	22.4%	\$54,060
Non-Departmental	-\$102,443	-\$128,667	-\$188,820	-\$195,170	3.4%	-\$6,350
Total Expense Objects:	\$210,514	\$321,659	\$500,700	\$491,520	-1.8%	-\$9,180

City Prosecutor

The City Prosecutor’s Office is a division of the City Attorney’s Office. The City Prosecutor provides the fair administration of justice to promote a safe and secure environment in San Luis.



Accomplishments FY 2025

- Successfully implemented the case management software program, aligning with the standard used across Arizona prosecutor offices to enhance efficiency and consistency.

Goals & Objectives for FY 2026

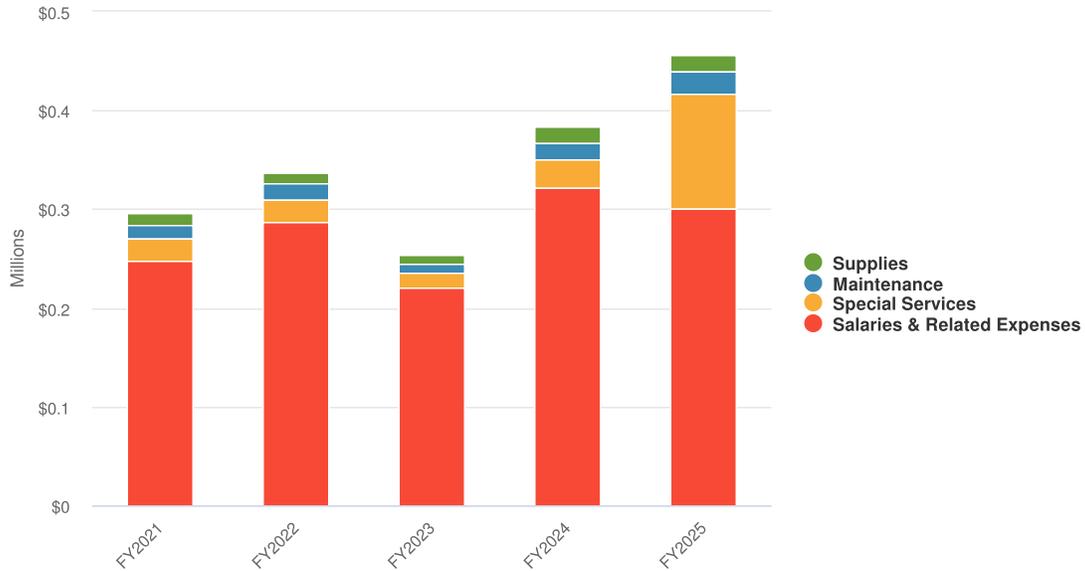
- By the end of the second quarter of FY2026, we will review all cases in warrant status and enter at least 50% of them into our new case management software. This will move us closer to our long-term goal of fully paperless case files.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	3	3	3	3	0
% of city's FTEs				0.77%	
Authorized Personnel/Positions:					
<u>Title</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>Current 2024-2025</u>	<u>Request 2025-2026</u>	<u>Changes 2025-2026</u>
City Prosecutor	1	1	1	1	0
Legal Secretary	1	1	1	1	0
Paralegal	1	1	1	1	0
Total	3	3	3	3	0

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the City Prosecutor's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$219,829	\$205,423	\$281,840	\$289,280	2.6%	\$7,440
Supplies	\$8,670	\$15,269	\$25,280	\$24,510	-3%	-\$770
Maintenance	\$9,045	\$32,746	\$61,810	\$13,380	-78.4%	-\$48,430
Special Services	\$15,535	\$79,621	\$69,600	\$39,210	-43.7%	-\$30,390
Total Expense Objects:	\$253,079	\$333,059	\$438,530	\$366,380	-16.5%	-\$72,150

Finance

The Finance Department's primary purpose is to provide the highest quality financial services with integrity and excellence to the City of San Luis residents, City Council, and departments. We are committed to building public trust through delivering timely, accurate, and transparent

financial information, sound financial management, and innovative and effective decision-making while safeguarding the City's assets and ensuring compliance with laws and regulations. The Finance Department is responsible to oversee the Billing and Collections.



The Finance Department provides various financial services to the Council and City staff. Services include fiscal planning, developing and monitoring the annual operating and capital budgets, establishing and monitoring internal controls, preparing the Annual Comprehensive Financial Report, facilitating external audits and independent reviews, and federal grant financial reporting. Other responsibilities include payroll, accounts payable, cash receipts, financial analysis, financial record keeping, and purchasing.

Accomplishments FY 2025

- The City of San Luis Finance Department received the certificate of achievement for excellence reporting. It has been eleven consecutive years that the Finance Department has achieved this distinction.
- Led the successful passage of the City's annual budget in alignment with the City Council's strategic goals and objectives. Maintaining a Financially Sound City Government.
- Coordinated City-wide efforts to apply and administer ARPA grant ensuring compliance and meeting reporting deadlines.

- Spearheaded research of investment agencies and investment policy development, submitting a recommendation to the administration.
- Completing the annual audit for Fiscal Year 2024 with no findings was another major milestone. This accomplishment underscores our department's dedication to maintaining rigorous standards of financial accuracy and compliance. An audit without findings indicates that our financial statements are free of misstatements
- Achieved Procurement compliance by reducing after-the-fact purchase instances in the year. Auditors commended the team for the hard work of the Finance Department to reach this goal.
- Completed a long-term financial strategic plan to fund the growth of the City for the next ten years.
- Achieved full compliance with ARPA funds reporting and monitoring by Q4 FY 2025, ensuring adherence to all deadlines and guidelines.
- Received the GFOA Distinguished Budget Presentation Award by the end of FY 2025 for preparing a comprehensive budget that serves as a policy document, financial plan, operations guide, and communication tool.
- Completed the annual physical inventory of the City's assets ensuring 100% accuracy, with progress evaluated through inventory audits and updated records.
- Successfully submitted and passed the Home Rule Option through a public vote, securing continued local control over City revenues and expenditures. This initiative reinforces the City's commitment to fiscal autonomy and responsive governance.
- Implemented the Receipt of Goods (ROG) module within the New World System (NWS) and provided comprehensive training to end-users, improving purchasing efficiency and ensuring accurate financial tracking across departments.
- Coordinated and completed HIPAA training through PWW Advisory Group, enhancing staff awareness and compliance with federal health information privacy standards.

Goals & Objectives FY 2026



Growth & Public Service

Goal: "Enhance operational efficiency and ensure transparent, effective public service delivery through modernized financial management."

- Implement ACFR statement-building software by Q2 FY 2025 to automate reporting processes, reducing manual errors and improving operational accuracy, with success monitored by a 15% reduction in reporting errors.
- Transition P-Card administration to a fully paperless process, enabling end-users to approve transactions directly within the Bank of America Works application. This initiative will ensure all transactions are posted within five business days in the New World System (NWS), promoting real-time financial reporting and increased accountability.
- Implement a comprehensive Procurement and Contract Management software system to modernize and streamline procurement operations across the City. This enhancement will support improved vendor management, contract oversight, and process transparency.



Economy

Goal: "Strengthen the City's economic foundation by enhancing financial transparency, compliance, and reporting accuracy."

- Achieve the GFOA Certification for Excellence in Financial Reporting by Q3 FY 2026, with success tracked through the accurate and transparent production of financial reports.
- Obtain the GFOA Distinguished Budget Presentation Award by the end of FY 2026, by preparing a comprehensive budget that serves as a policy document, financial plan, operations guide, and communication tool.

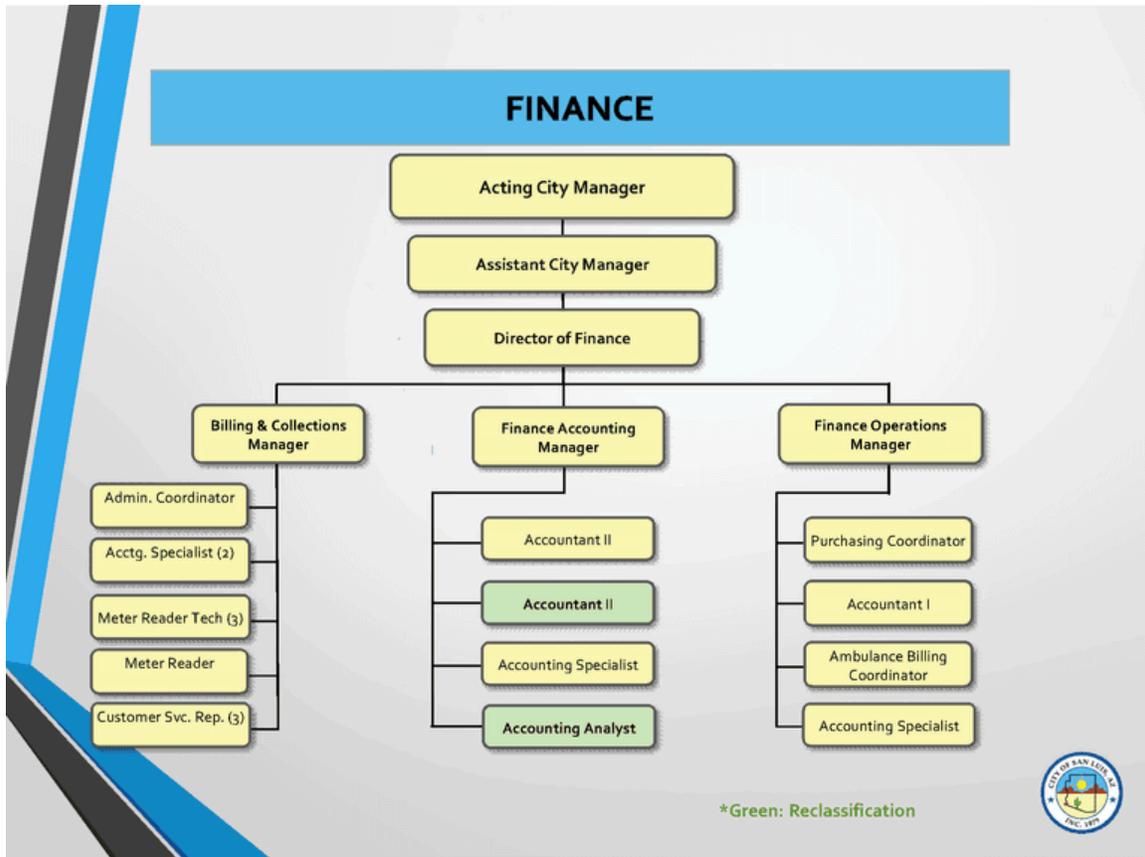


Financial Sustainability

Goal: "Promote long-term financial sustainability by implementing strategic financial policies and transitioning to modernized, paperless processes."

- Develop a comprehensive Debt Management Policy by Q3 FY 2026 to guide future debt issuance practices.
- Transition at least 25% of internal City financial processes to paperless by Q3 FY 2026, reducing operational costs by 25%.
- Update the long-term financial strategic plan by Q4 FY 2026, aligning with growth priorities and securing funding for City expansion over the next 10 year.

Organizational Chart

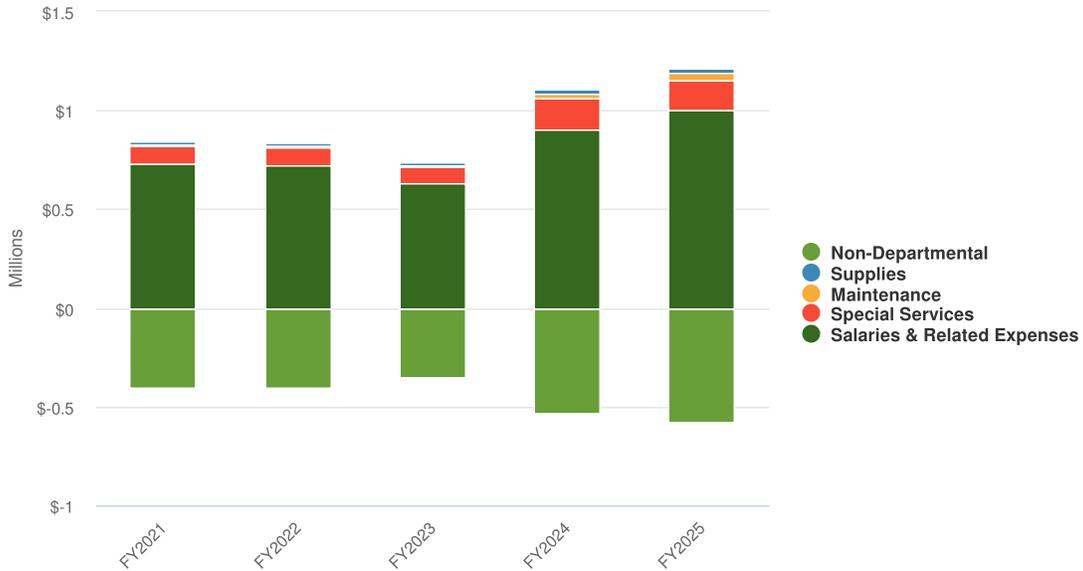


Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	10	10.5	11.5	11.5	0
% of city's FTEs				2.94%	
Authorized Personnel/Positions:			Current	Request	Changes
Title	2022-2023	2023-2024	2024-2025	2025-2026	2025-2026
Purchasing Coordinator	1	1	1	1	0
Assistant Director of Finance	1	0	0	0	0
Accountant II	1	1	1	2	1
Finance Accounting Manager	1	1	1	1	0
Finance Operations Manager	1	1	1	1	0
Director of Finance	1	1	1	1	0
Accounting Specialist	2	2	3	2	-1
Accounting Analyst	0	0	0	1	1
Ambulance Coordinator	0	0.5	0.5	0.5	0
Administrative Coordinator	1	1	1	1	0
Accountant I	1	2	2	1	-1
Contracts & Grants Coordinator	0	0	0	0	0
Total	10	10.5	11.5	11.5	0

EXPENDITURES BY EXPENSE TYPE

Budgeted and Historical Expenditures by Expense Type



The following table presents Finance Department expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$630,529	\$894,272	\$1,003,020	\$1,053,900	5.1%	\$50,880
Supplies	\$13,773	\$23,113	\$24,050	\$26,020	8.2%	\$1,970
Maintenance	\$5,066	\$22,795	\$40,050	\$58,250	45.4%	\$18,200
Special Services	\$85,736	\$103,656	\$172,320	\$140,070	-18.7%	-\$32,250
Non-Departmental	-\$352,408	-\$499,944	-\$598,020	-\$599,090	0.2%	-\$1,070
Total Expense Objects:	\$382,696	\$543,892	\$641,420	\$679,150	5.9%	\$37,730

Billing and Collections

The Billing & Collections Department's staff provides an exceptional and professional quality customer service to all San Luis residents and visitors.

The department makes every effort to provide and maintain professional practices, accounting standards, and accurate data entry for all city customers. The department endeavors to provide efficient office support to city departments and divisions acting as a centralized customer service center for most inquiries regarding the city services such as water, wastewater, and solid waste.



Accomplishments FY 2025

- As our old online payment portal was no longer supported by NWS, we created a new online payment portal using XpressBillPay.
- Incorporated a QR code on our license renewal notices. The QR code provides instant access and convenience for our customers.
- Created an online water utility service application form to improve customer service by providing more flexibility and accessibility to customers when establishing their services.
- Completed the meter and mxu replacement phase of our Advanced Metering Infrastructure (AMI) Implementation Program project.
- We created a total of 521 new utility accounts. This was an increase of 209 new accounts compared to last year.

Goals & Objectives FY 2026

Growth & Public Service Goal

Goal: "Enhance the quality of life for residents by improving customer service, utility access, and business licensing processes."

- Continue providing timely and accurate customer service throughout FY 2026, ensuring that 98% of resident inquiries are addressed within 24 hours.
- By the beginning of Q1 FY 2026, our AMI customer portal should be accessible to residents to be able to monitor their water consumption.
- Integrate an online form for customers to be able to submit their business license application online by Q2 FY 2026.

Economy Goal

Goal: "Support economic development by streamlining business licensing processes and infrastructure improvements."

- Collaborate with the Communications Division and Legal to evaluate the possibility of promoting new licensed businesses.
- Reduce manual reads to 2% by Q2 FY 2026, allowing more efficiency and faster billing process

Financial Sustainability Goal

Goal: "Ensure the financial health of the City by implementing cost-effective solutions in utilities and business licensing."

- Review the current business license process and study the possibility of incorporating an application fee by the end of Q3 FY 2026.
- Update the current business license renewal process by end of Q1 FY 2026, this new renewal process will have the delinquent fee be applied by beginning of Q3 FY 2026.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	10	11	11	11	0
% of city's FTEs				2.81%	

Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Accounting Specialist	2	2	2	2	0
Meter Reader Technician	1	3	3	3	0
Meter Reader	2	1	1	1	0
Billing & Collection Manager	1	1	1	1	0
Customer Service Representative	3	3	3	3	0
Administrative Coordinator	1	1	1	1	0
Total	<u>10</u>	<u>11</u>	<u>11</u>	<u>11</u>	<u>0</u>

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents Billings & Collections expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$369,482	\$579,377	\$597,180	\$648,370	8.6%	\$51,190
Supplies	\$32,505	\$53,708	\$56,250	\$66,450	18.1%	\$10,200
Maintenance	\$18,625	\$21,194	\$48,900	\$39,930	-18.3%	-\$8,970
Special Services	\$113,981	\$190,234	\$209,380	\$267,130	27.6%	\$57,750
Non-Departmental	-\$513,649	-\$810,829	-\$875,985	-\$986,210	12.6%	-\$110,225
Total Expense Objects:	\$20,945	\$33,683	\$35,725	\$35,670	-0.2%	-\$55

Human Resources

The Human Resources department supports the City's goals by recruiting, developing and sustaining a diverse, talented and engaged workforce.

The City of San Luis Human Resources staff uses the best available values, theories, strategies, and techniques of behavioral and information science and organizational theory to provide integrated human services to the San Luis community.



The department strives to assist the City employees with the management of its work settings and organizational visions to improve its ability current and future work environments. The department assists the City staff with implementing the cognitive, emotional, and behavioral changes necessary to remain on the cutting edge of innovation.

The department also provides human services through education and training, counseling, career management, and consulting; utilizes cost effective strategies, works to enable the City to best utilize the knowledge, skills, and abilities of its diverse staff.

Accomplishments FY 2025

◦ Benefits Administration

- Researched emerging trends in Employee Health Benefits
 - Parental Leave – 70% completed
 - Adjusted Benefits Strategies to meet diverse needs
 - Conducted and evaluated Employee Wellness interests (survey).
 - Implemented In-house Wellness program.
 - Added Dental Implants Coverage.

In-house Processing of Annual Reporting previously done by TPA

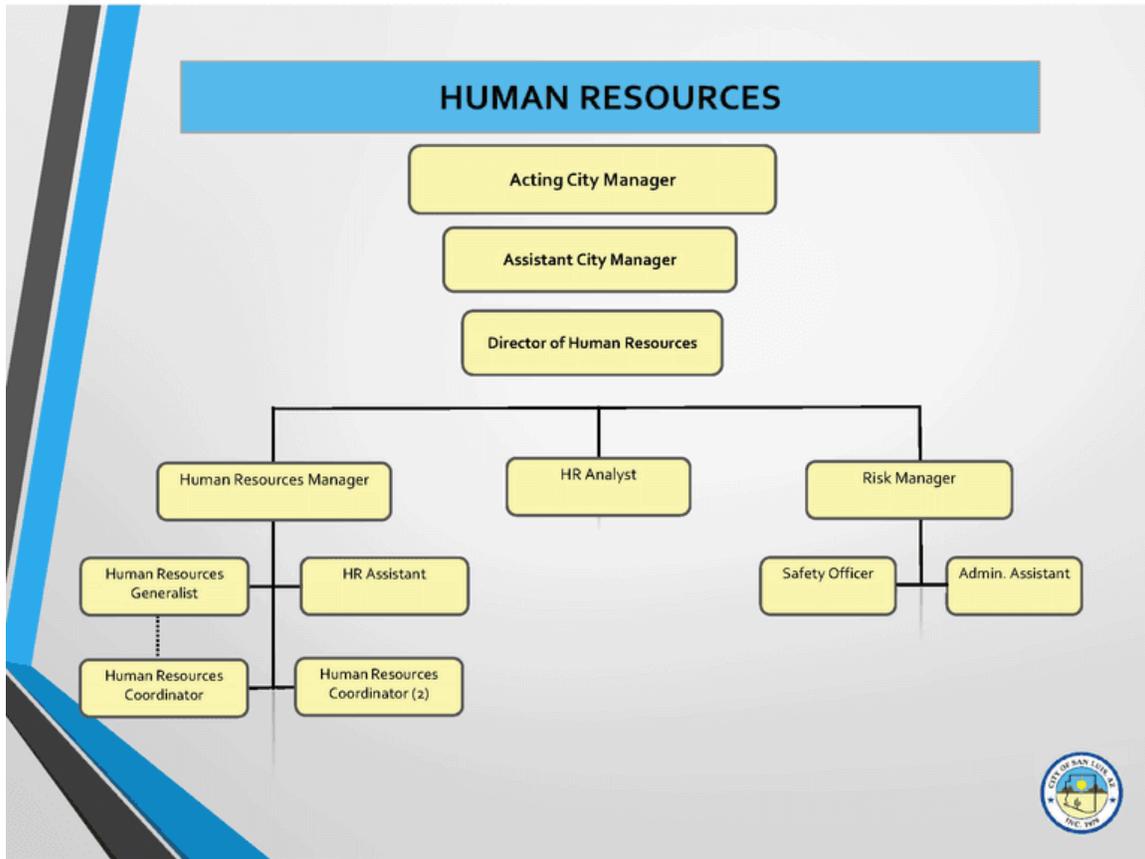
- GAG Clause Attestation
- Medicare Part D Disclosure to CMS
- Prescription Drug Reporting
- **Training & Development**
 - Implemented Management Training Program
 - Implementation of Arizona State University off-campus work study program
 - Training Needs Assessment – 60% completed
 - Developed In-house Training including Management, Communication skills, Conflict resolutions, productivity & performance, bridging generation gap, Professional etiquette, Customer Services
- **Continuous Process Improvements**
 - HR Website design: 20% completed
 - Implemented NEOGOV Perform Module
- **Compliance Adherence**
 - Human Resources Policy Manual: 15% completed
- **Talent Acquisition**
 - Developed Partnership with SLHS Career Technical Education Program
 - Implementation of strategic networking in Recruitment: 10% completed
 - Enhanced Talent Retention (reduced turnover by 0.27%)
- **Classification & Compensation**
 - Developed Strategies for salary Market Adjustments: 90% completed
 - Developed Longevity Pay Plan to recognize seniority

Goals & Objectives FY 2026

- **Benefits Administration**
 - Conduct assessment of Third-Party Claims Administrator
 - Optimize US and Mexico Networks
 - Research a Benefit Enrollment Platform
 - Develop a Benefits Position Desk Manual – 10% Completed
 - Goal: 50%
- **Training & Development**
 - Develop a Succession Plan for all City departments
 - Training needs assessment
- **Continuous Process Improvements**
 - NEOGOV Perform Module training for all City departments.
 - HR Website: 70% completion.
 - Develop Business Process Guides for various HR Procedures
- **Compliance Adherence**
 - Human Resources Policy Manual: 70% completion
 - Develop an HR Internal Audit Process
- **Talent Acquisition**
 - Implement strategic networking in Recruitment: 100% completion
 - Continuous improvement of Employee Retention
- **Classification & Compensation**
 - Agency-wide salary study implementation: 100% completion



Organizational Chart

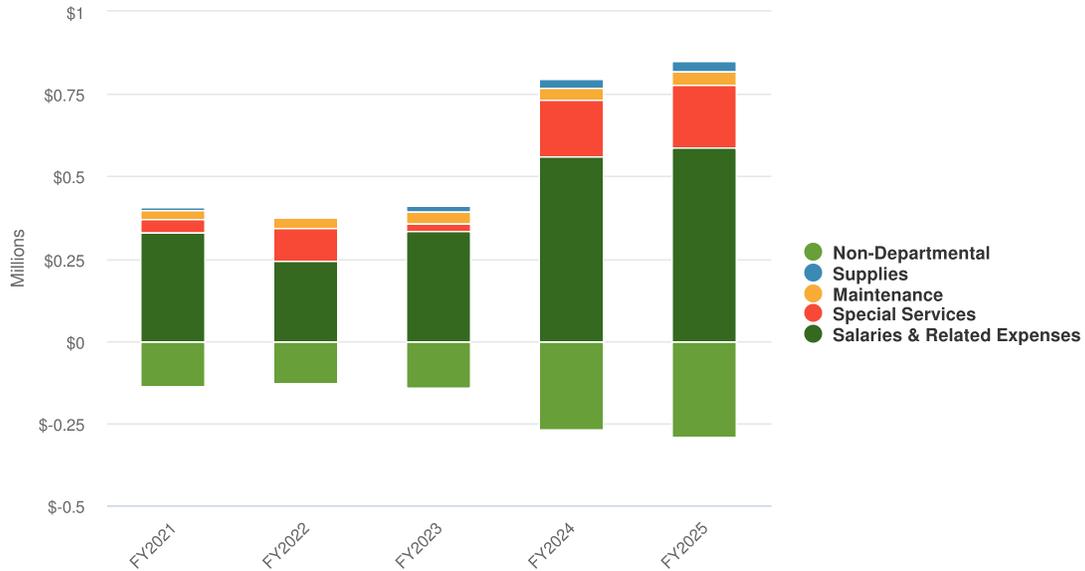


Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	7	8	8	8	0
% of city's FTEs				2.05%	
Authorized Personnel/Positions:					
Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
HR Technician	1	1	0	0	0
HR Assistant	0	0	1	1	0
Recruitment Coordinator	0	0	0	0	0
Director of Human Resources	1	1	1	1	0
HR Benefits Coordinator	0	0	0	0	0
Training & Program Coordinator	0	0	0	0	0
Senior HR Analyst	0	0	0	0	0
HR Analyst	1	1	1	1	0
Human Resources Manager	0	1	1	1	0
Human Resources Generalist	0	0	2	2	0
Human Resources Coordinator	4	4	2	2	0
Total	7	8	8	8	0

Expenditures by Expense Types

Budgeted and Historical Expenditures by Expense Type



The following table presents Human Resources Department expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$332,773	\$522,551	\$608,950	\$671,050	10.2%	\$62,100
Supplies	\$17,106	\$30,888	\$29,250	\$30,210	3.3%	\$960
Maintenance	\$35,581	\$39,071	\$41,030	\$63,380	54.5%	\$22,350
Special Services	\$24,349	\$106,963	\$161,500	\$287,320	77.9%	\$125,820
Non-Departmental	-\$139,788	-\$238,413	-\$286,780	-\$371,520	29.5%	-\$84,740
Total Expense Objects:	\$270,020	\$461,060	\$553,950	\$680,440	22.8%	\$126,490

Risk and Property Management

The Risk Management Department recognizes its role of stewardship over the resources of the City, both human and property. The department works to ensure the safety of its employees, staff, and the public while providing maximum protection to prevent financial loss of city property. Each department director of the City has a responsibility of reviewing his/her own activity with these risk management goals in mind.



Whenever a department may appear to be in jeopardy, the department director must report the concern to either management or the Risk Management Department. Specific focus areas include:

- Environmental health
- Occupational safety
- Property loss including personal and real property
- Safety policies and procedures

Risk Management supervises programs in the areas of employee safety, loss prevention, property and casualty. The department minimizes dollar losses through planning, organizing, directing, and controlling resources and activities in the city.

Risk Management also provides investigative services on claims arising out of automobile liability and general liability and monitors Workers' Compensation and related legal expenditures being handled by a third-party administrator.

The City of San Luis team has made it a goal to set up new working processes to be able to continue to provide high quality services to City of San Luis residents and organizations.

Accomplishments FY 2025

- The employer must maintain a record of serious work-related injuries and illnesses and report specific qualifying events. This data helps employers, employees, and OSHA assess workplace safety, identify industry hazards, and implement protective measures to minimize and eliminate risks.

- On an annual basis, Risk Management handles the renewal of insurance policies for: fireworks, home healthcare, general liability, auto, inland marine, workers' compensation, property, excess, transportation (senior center), K9 PD, Community Facilities Districts, Municipal Property Corporations, and the Industrial Development Authority.
- Completed 52 safety walkthroughs and 26 additional special inspections, including Parks Retention areas and AZ Smoke Free Act Inspections. Conducting safety inspections is crucial for identifying potential hazards, ensuring regulatory compliance, preventing accidents, and maintaining a safe work environment for employees.
- Quarterly health and safety inspections have been conducted with assistance from the OSHA PEPP Program Inspector. This partnership has helped ensure our compliance with safety standards throughout the organization while raising employee safety awareness. This year, in collaboration with OSHA representatives, we completed eight visits/inspections across various city buildings.
- In July 2024, Risk Management introduced a new hire safety orientation to enhance safety awareness and review key safety policies. The presentation includes detailed information on accident reporting and the procedures to follow in the event of a work-related injury. This orientation ensures new employees understand legal and regulatory safety requirements, while reinforcing the City's commitment to safety and encouraging employees to prioritize it in their daily tasks.
- Starting in April 2024, the New Monthly Safety Toolbox Talks were introduced. These talks are essential for employers to raise awareness of hazards, prevent accidents, ensure regulatory compliance, foster communication, promote a safety culture, and reinforce safety knowledge, ultimately leading to a safer work environment and enhanced productivity.
- In the current fiscal year, 31 in-person safety training sessions were conducted, either in-house or by external contractors, with an excellent turnout of 841 attendees. A total of 31 safety topics were covered throughout the year. Providing safety training is crucial to help employees understand workplace risks, prevent accidents, follow safety protocols, and effectively respond in emergencies, ultimately fostering a safer work environment and reducing injuries.
- A total of 63 hazard assessments have been completed across the City. Conducting these assessments is essential to identify potential risks, prioritize safety measures, and prevent accidents, ensuring the safety of the city, its employees, and the public, while also maintaining compliance with safety regulations.

- As of January 2025, Risk Management has reinstated the online safety training plan through the Safe Personnel Online Portal. This training plan is crucial for skill development, ensuring safety compliance, boosting productivity, improving performance, and supporting talent retention.
- In March 2025, we successfully filled the full-time Administrative Assistant position for the Risk Management Division. This addition will significantly improve efficiency and organization within the team, allowing management to concentrate on critical tasks such as identifying and mitigating risks, developing safety programs, and ensuring compliance.
- In collaboration with Facilities and Administration, we have conducted safety walkthroughs over the past two years, offering guidance and feedback to departments regarding their building safety conditions. During these walkthroughs, we identify potential hazards in the workplace, enabling proactive measures to mitigate risks before accidents happen. These inspections ensure compliance with safety regulations and standards, helping us avoid legal penalties or fines. By addressing safety concerns promptly, inspections greatly reduce the likelihood of accidents and injuries, while also fostering a culture of safety by raising employee awareness of potential risks and safe practices.
- Risk has implemented a heat awareness program across the organization to protect employees from heat-related illnesses during hot weather. This program raises awareness of the signs and symptoms of heat stress. By establishing and enforcing this initiative, it will help improve productivity, as the organization will be better equipped to manage work during the hotter months.

Goals & Objectives FY 2026

Growth & Public Service Goal

Goal: "Ensure a safe and compliant work environment by enhancing risk management strategies and safety programs to protect employees and reduce workplace hazards."

- Deploy the new Certificate of Insurance Software throughout the fiscal year, to be completed during the 2nd quarter of FY26, minimizing compliance tracking errors and enhancing reporting efficiency across all departments.
- Implement a city-wide Safety Training Program by Q4 FY 2025, ensuring all employees complete the required safety training and aiming to reduce reported workplace incidents by 30%. Current completion is at 65%. Currently the online safety training program has been fully implemented.
- Establish a Safety Inspection/Hazard Assessment Program by Q1 FY 2025, conducting quarterly assessments to identify and mitigate potential hazards, with a target of reducing workplace injuries by 30%. Risk Management has established a hazard assessment program and has placed it in practice.

Economic Goal

Goal: "Enhance operational efficiency by improving compliance with federal and state safety regulations and optimizing the city's insurance and risk management processes."

- Standardize city contract insurance requirements throughout the fiscal year, simplifying processes across all departments and lowering administrative costs with the introduction of the Certificate of Insurance Online Program. The goal is to complete implementation by Q2 of FY26.
- Continue to address all OSHA PEPP Program inspection findings with full compliance throughout the fiscal year, ensuring a safer work environment and reducing potential liabilities. The city has been a member of the OSHA PEPP Program since 2019, and significant progress and compliance have been achieved across all city departments.
- Complete the implementation of written safety programs and policies throughout the fiscal year to ensure compliance with safety regulations and reduce workers' compensation costs. The project is currently 50% complete and remains ongoing, as new safety needs may arise, and continuous review is necessary.

Financial Sustainability Goal

· Goal: "Enhance employee safety and reduce workplace risks by developing and implementing comprehensive safety protocols, conducting regular safety training, and ensuring compliance with all relevant health and safety regulations. This will include continuous monitoring of safety performance,

identifying potential hazards, and minimizing the likelihood of workplace injuries or accidents."

· Goal: "Strengthen financial risk management and asset accountability by maintaining thorough oversight of city insurance policies and property inventories. The objective is to ensure comprehensive and current coverage, reduce potential claims costs, and ensure assets are properly documented and safeguarded to mitigate risk and ensure financial stability."

- Oversee the city’s insurance policies, including auto, property, and liability, by conducting annual reviews to ensure full compliance with Arizona Municipal Risk Retention Pool Insurance requirements by Q4 FY 2025. Additionally, provide ongoing annual reviews as part of the policy renewal process.
- In collaboration with Finance Personnel, to ensure proper management of the city's auto and asset inventory by implementing an annual audit process by Q4 FY 2025. This process is continuous and reviewed annually.
- Continue overseeing Workers’ Compensation and other insurance policies to keep premium increases under 8% annually through continuous risk management practices.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	1	2.5	3	3	0
% of city's FTEs				0.77%	

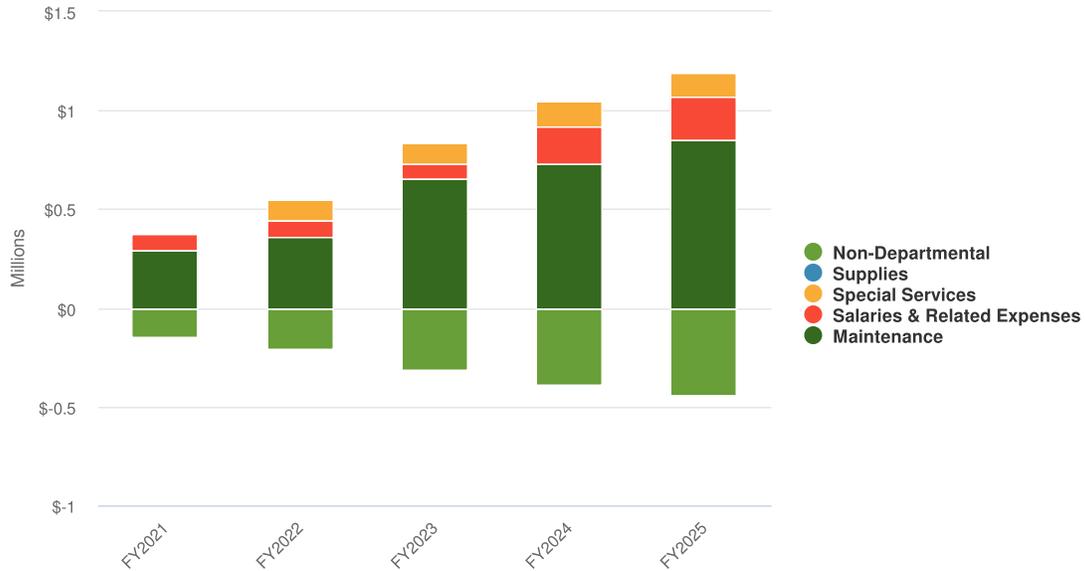
Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Risk Property Analyst	0	0	0	0	0
Office Assistant	0	0.5	0	0	0
Administrative Assistant	0	0	1	1	0
Safety Officer	0	1	1	1	0
Risk Manager	1	1	1	1	0
Total	1	2.5	3	3	0



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Risk & Property Management Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$72,735	\$150,515	\$223,310	\$246,540	10.4%	\$23,230
Supplies	\$730	\$6,523	\$4,940	\$4,990	1%	\$50
Maintenance	\$653,899	\$474,278	\$852,080	\$910,920	6.9%	\$58,840
Special Services	\$106,182	\$100,272	\$121,190	\$119,050	-1.8%	-\$2,140
Non-Departmental	-\$309,273	-\$271,383	-\$445,805	-\$472,160	5.9%	-\$26,355
Total Expense Objects:	\$524,274	\$460,205	\$755,715	\$809,340	7.1%	\$53,625

Development Services

As part of the Development Services Department, the Planning and Zoning Division oversees the implementation of the San Luis General Plan 2040, administration of both the subdivision and zoning regulations, including the processing of a variety of development requests. Additionally, the Division manages all geospatial data and geographic information system (GIS) duties for the city. The division also manages Code Enforcement activities within the city ensuring compliance with various city codes to preserve and promote the health, safety, and welfare of San Luis residents and visitors alike, as well as enhance the quality of life in the community.



Accomplishments FY 2025

- Updated zoning regulations to incorporate modern development practices.
- Reviewing subdivision requirements to include recreational amenities such as parks, walking paths, and lighting.
- Reviewing application timeframes to streamline development review processes, reducing application processing times and improving efficiency.
- Facilitated community workshops to gather input on future growth and development priorities.
- Provided staff support to the Planning and Zoning Commission, Board of Adjustment, Board of Appeals, and City Council.
- Implemented the new Pre-Development Packet to improve development procedures.
- Actively updated the addresses for the 911 Emergency System. Increased our mapping capabilities with Online maps.

- Started collecting data for the GPS Sewer System Project.
- Participated and corrected data in various mapping programs such as Esri Community Maps, Google Maps, and Here Maps.
- Proactive and reactive enforcement of violations of the International Property Maintenance Code, International Residential Code, and City Zoning Code.
- Actively worked together with Public Works and Police Department to reach compliance on specific violations.

Goals & Objectives FY 2026

Growth & Public Service Goal

Goal: "Enhance urban planning and community engagement through the adoption and implementation of strategic plans and policies and improve responsiveness to code enforcement." Adopt the Downtown Mixed-Use Overlay District Project by Q2 FY 2026, supporting mixed-use development and revitalization efforts.

- Complete and adopt the comprehensive Subdivision Regulations Update by Q2 FY 2026 to streamline development processes and improve land use.
- Initiate the Annexation process for County islands by Q2 FY 2026 to expand city boundaries and services.
- Continue updating city-addressing data and integrating new developments with the 911 Emergency system by Q4 FY 2026 to ensure accurate emergency response.
- Grow mapping capabilities by implementing Online Maps by Q3 FY 2026 to improve accessibility and usability.
- Improve timely response to code enforcement complaints by reducing resolution time by Q4 FY 2026.
- Enhance the complaint system by introducing an easier reporting method for residents by Q3 FY 2026.
- Provide proactive outreach and education on code enforcement by distributing a flyer on common violations to 100% of households by Q3 FY 2026.

Economy Goal

Goal: "Support sustainable economic growth through strategic urban planning, efficient development processes, and effective code enforcement."

- Continue administering the San Luis 2040 General Plan by ensuring 100% of its milestones are met



on schedule throughout FY 2026.

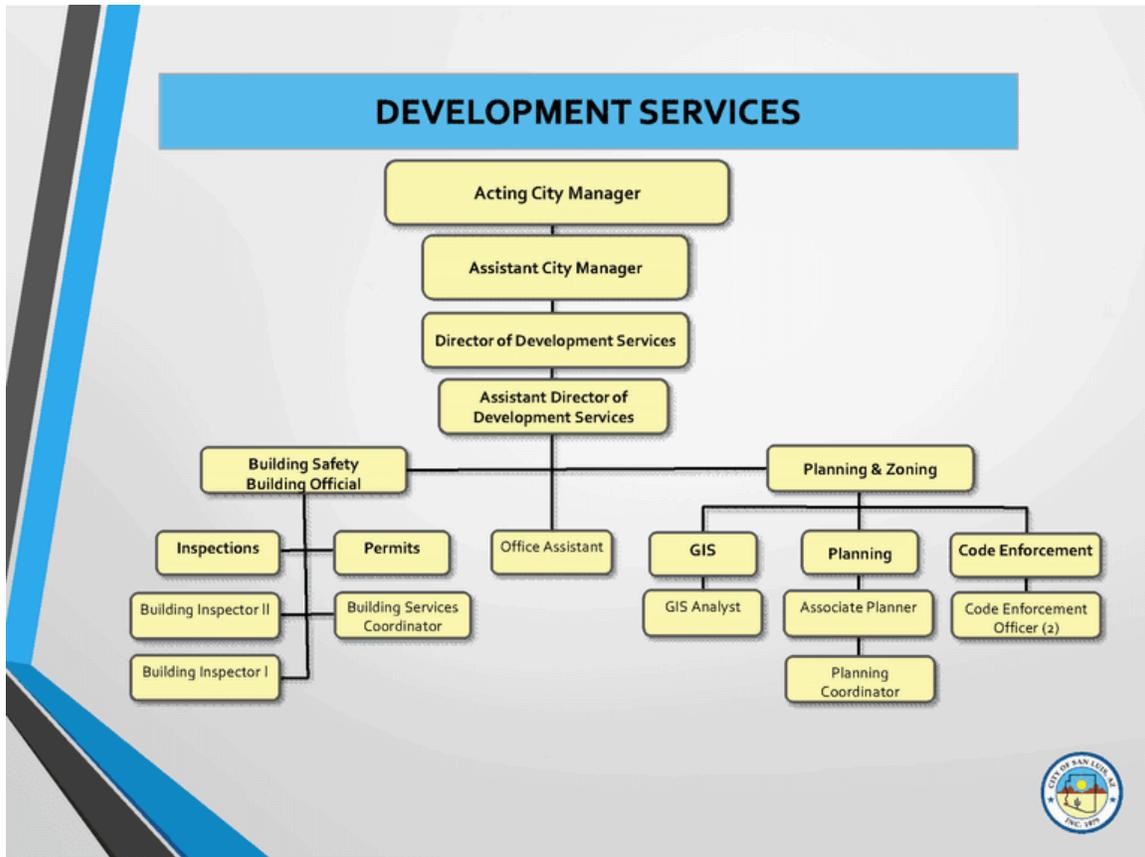
- Finalize the development of a detailed workflow for the development process by Q2 FY 2026 to improve project efficiency and transparency.
- Improve the complaint system to simplify code issue reporting and increase resident engagement by Q2 FY 2026.
- Enforce construction and zoning codes proactively and reactively by increasing compliance inspections throughout the fiscal year.

Financial Sustainability Goal

Goal: "Ensure efficient use of resources and optimize financial performance through streamlined processes and effective policy implementation."

- Adopt and implement the comprehensive Subdivision Regulations Update by Q1 FY 2026 to reduce development costs and streamline approvals.
- Finalize the paperless plan review system by Q2 FY 2026 to reduce administrative costs and enhance efficiency in development processes.
- continue the Bicycle Lanes Retrofit Program by incorporating bicycle facilities into new projects within FY 2026 to enhance long-term infrastructure investments.

Organizational Chart



Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	5.5	6	7	7	0
% of city's FTEs				1.79%	

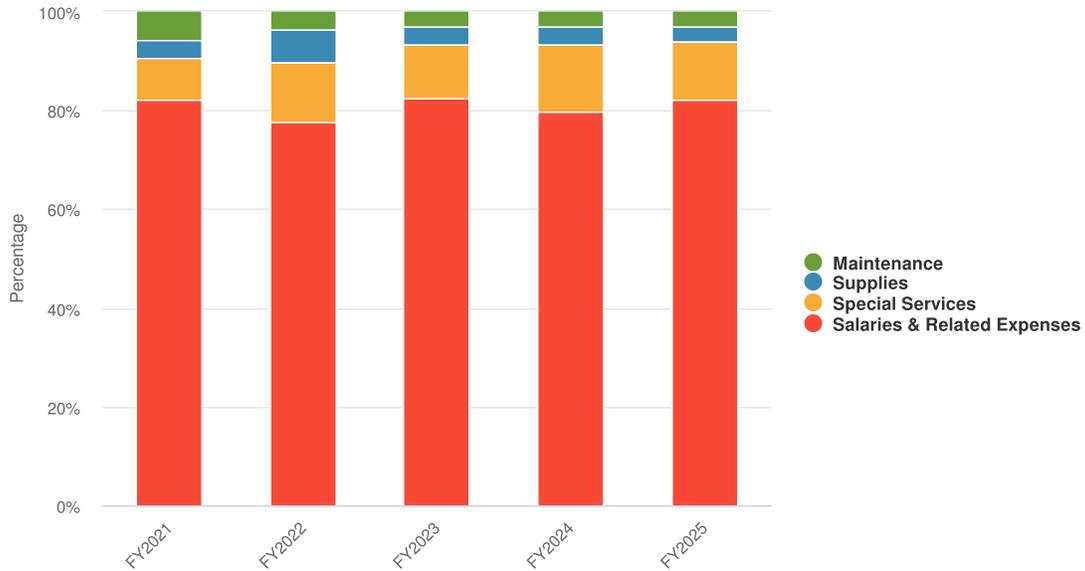
Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Director of Planning & Zoning	0.5	0	0	0	0
Director of Development Services	0	0.5	0.5	0.5	0
Assistant Director of Development Serv	0	0.5	0.5	0.5	0
GIS Specialist	0	0	0	0	0
GIS Analyst	1	1	1	1	0
Code Enforcement Office	0.5	2	2	2	0
Office Assistant	0	0	1	1	0
Planning Technician	1	0	0	0	0
Planning Coordinator	0	1	1	1	0
Administrative Coordinator	0.5	0	0	0	0
Associate Planner	1	1	1	1	0
Principal Planner	1	0	0	0	0
Total	5.5	6	7	7	0



Expenditure by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Development Services Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$282,621	\$351,964	\$550,780	\$581,470	5.6%	\$30,690
Supplies	\$12,547	\$21,500	\$23,690	\$22,920	-3.3%	-\$770
Maintenance	\$10,185	\$12,802	\$22,480	\$21,710	-3.4%	-\$770
Special Services	\$36,519	\$53,695	\$92,270	\$116,010	25.7%	\$23,740
Total Expense Objects:	\$341,873	\$439,961	\$689,220	\$742,110	7.7%	\$52,890

Building Safety

The purpose of the Building Safety Division is to ensure the built environment protects the public's health, safety, and general welfare. Building Safety does this by issuing proper permits for approved construction, ensuring construction plans comply with codes, and by inspecting construction for compliance with the applicable State and local construction codes.



Additionally, the Division works to ensure compliance with various city codes to preserve and promote the health, safety, and welfare of San Luis residents and visitors alike, as well as enhance the quality of life in the community.

Accomplishments FY 2025

- Actively administered the International Building Codes as adopted.
- Processed permits for a substantial increase in commercial buildings.
- Completed 5383 inspections with a projection of doing over 7500 by the end of the fiscal year.
- Issued 499 building permits, including 256 Residential New, 3 Commercial New, and 10 Commercial Remodels/Tenant Improvements.
- Issued a total of 223 Certificates of Occupancy, including 219 Residential and 4 Commercial.
- Collected \$2.2M in revenues from building permits and impact fees.

Goals & Objectives FY 2026

Growth & Public Service Goal

Goal: "Enhance community safety and development through consistent code adoption, efficient inspections, and effective communication."

- Continue participating in the review and adoption of updated International Commercial and Residential Codes with Yuma County communities to ensure consistency by Q1 FY 2026.
- Update and adopt the 2024 International Building Code, 2024 International Residential Code, 2018 International Plumbing Code, 2018 International Mechanical Code, 2018 International Fuel Gas Code, and 2020 NFPA 70 National Electrical Code by Q2 FY 2025 to maintain consistency with other jurisdictions.
- Continue enforcing adopted construction codes by increasing proactive and reactive inspections by 10% by the end of FY 2026.
- Improve communication and engagement with the community by holding informational sessions on building regulations to increase compliance by Q4 FY 2026.

Economy Goal

Goal: "Support economic growth by ensuring efficient and consistent code enforcement and collaboration with city departments."

- Continue collaborating with other city departments to ensure Building Code compliance on City projects by conducting quarterly inter-departmental meetings throughout FY 2026.
- Update and adopt key International Building Codes to ensure consistency and support economic development by Q4 FY 2026.
- Improve community engagement with building regulations by increasing outreach activities and materials by the end of FY 2026.

Financial Sustainability Goal

Goal: "Optimize resource use and ensure regulatory compliance through streamlined code updates and efficient process management."

- Complete plan reviews and inspections as per Arizona Revised Statutes to ensure timely processing and resource efficiency throughout FY 2026.
- Finalize the update of the Land Use Assumptions and Infrastructure Improvement Plan and Development Fee Report study by Q1 FY 2026 to support financial planning and resource allocation.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	7.5	5	5	5	0
% of city's FTEs				1.28%	

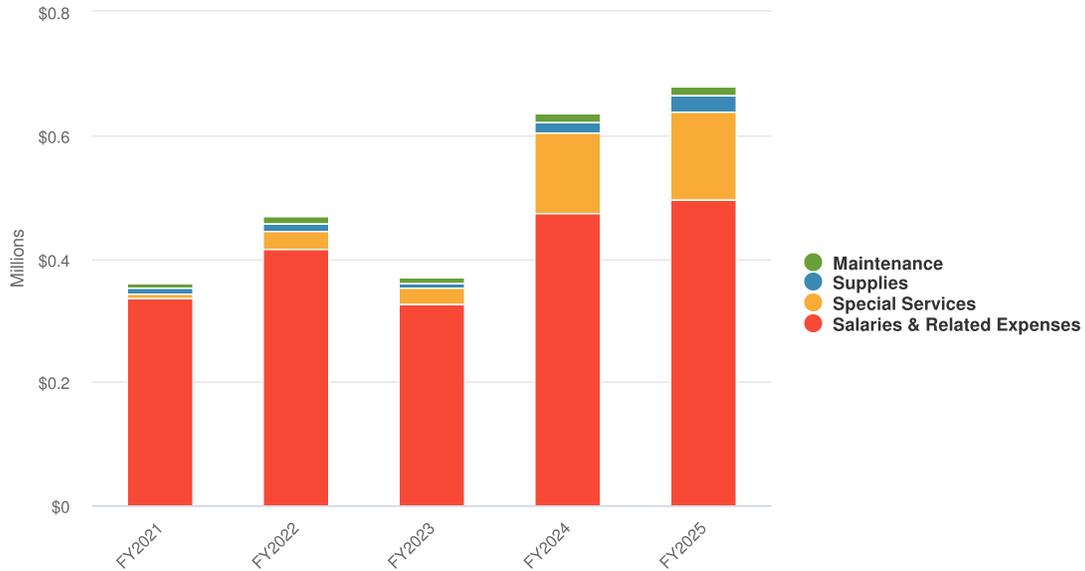
Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Director of Planning & Zoning	0.5	0	0	0	0
Director of Development Services	0.0	0.5	0.5	0.5	0
Assistant of Director of Dev Services	0.0	0.5	0.5	0.5	0
Administrative Coordinator	0.5	0	0	0	0
Building Official	1	1	1	1	0
Code Enforcement Office	2.5	0	0	0	0
Bulding Permit Technician	1	0	0	0	0
Permit Services Coordinator	0	1	1	1	0
Building Inspector	0	0	0	0	0
Building Inspector I	1	1	1	1	0
Building Inspector II	1	1	1	1	0
Total	<u>7.5</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>0</u>



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents Building Safety expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$327,469	\$449,408	\$426,490	\$468,760	9.9%	\$42,270
Supplies	\$6,207	\$27,883	\$23,250	\$16,070	-30.9%	-\$7,180
Maintenance	\$10,068	\$11,494	\$13,440	\$14,940	11.2%	\$1,500
Special Services	\$26,072	\$34,989	\$136,360	\$138,510	1.6%	\$2,150
Total Expense Objects:	\$369,815	\$523,774	\$599,540	\$638,280	6.5%	\$38,740

Economic Development

The Economic Development Department nurtures and enhances the economic vibrancy of the community with a competitive economy that increases prosperity for residents and businesses by promoting sustainable and economic growth through its economic development programs, partnerships and innovative opportunities to create quality jobs and enhance city revenues.



Accomplishments FY 2025

◦ Business Attraction & Development

- Completed three Project Information Forms (PIFs) for multiple business attraction projects, including industrial manufacturing, defense, and electric vehicle industries.
- Worked with Goodwill to finalize plans for their Main Street location.
- Participated in ICSC conferences in Las Vegas and Palm Springs to recruit retailers for San Luis.
- Hosted groundbreaking ceremonies for Wendy's, Maximus Gym, and Colibri Supermarket.

◦ Capital Projects & Infrastructure Development

- Led Merrill Avenue Phase I Improvement Project, hosting a groundbreaking ceremony in August and completing construction by January 2025.
- Submitted and secured a preconditional award for an \$1,200,000 EDA Public Works grant for the US HWY 95 water and sewer expansion

- Community Engagement
 - Appointed seven new members to the San Luis Economic Development Commission (SLEDC).
 - Engaged in workforce development discussions with Arizona Western College (AWC) and Local First Arizona to support career training programs.
 - Participated in economic summits and forums including the League of Arizona Cities and Towns Showcase, AAED's Southern Summit on AZ/Mexico Relations, and NADBank Board of Directors Public Meeting.
- Small Business & Entrepreneurship Support
 - Partnered with Local First Arizona to bring the Fuerza Local Business Accelerator Program to San Luis, with 38 applicants and 12 businesses selected.
 - Organized business development outreach efforts, including networking events, public meetings, and educational programs.
 - Host Small Business Week Fair in collaboration with local businesses and resource providers.
- Grants
 - Submitted and resubmitted EPA Community Change Grant applications totaling \$40 million for wastewater expansion, workforce development, and downtown revitalization projects.
 - Secured a \$60,000 USDA Rural Business Development Grant to support small business programs.
 - Awarded \$76,000 through the Energy Efficiency & Conservation Block Grant (EECBG) to replace LED lighting at Joe Orduno Park.
 - Secured Congressionally Directed Spending request for purchase of new Fire Truck.

Goals & Objectives FY 2026

Business Attraction & Economic Growth

- Engage with two businesses to the industrial parks by the end of FY 2026.
- Facilitate at least three commercial development projects through business recruitment and site assistance.
- Work with federal agencies to secure at least \$2 million in grant funding for infrastructure projects.
- Launch a targeted email marketing campaign aimed at site selectors and target industry leaders,

increasing website visits and engagement with San Luis' economic development opportunities.

- Implement Executive Pulse CRM to generate leads, track key economic development metrics, and improve business attraction efforts.

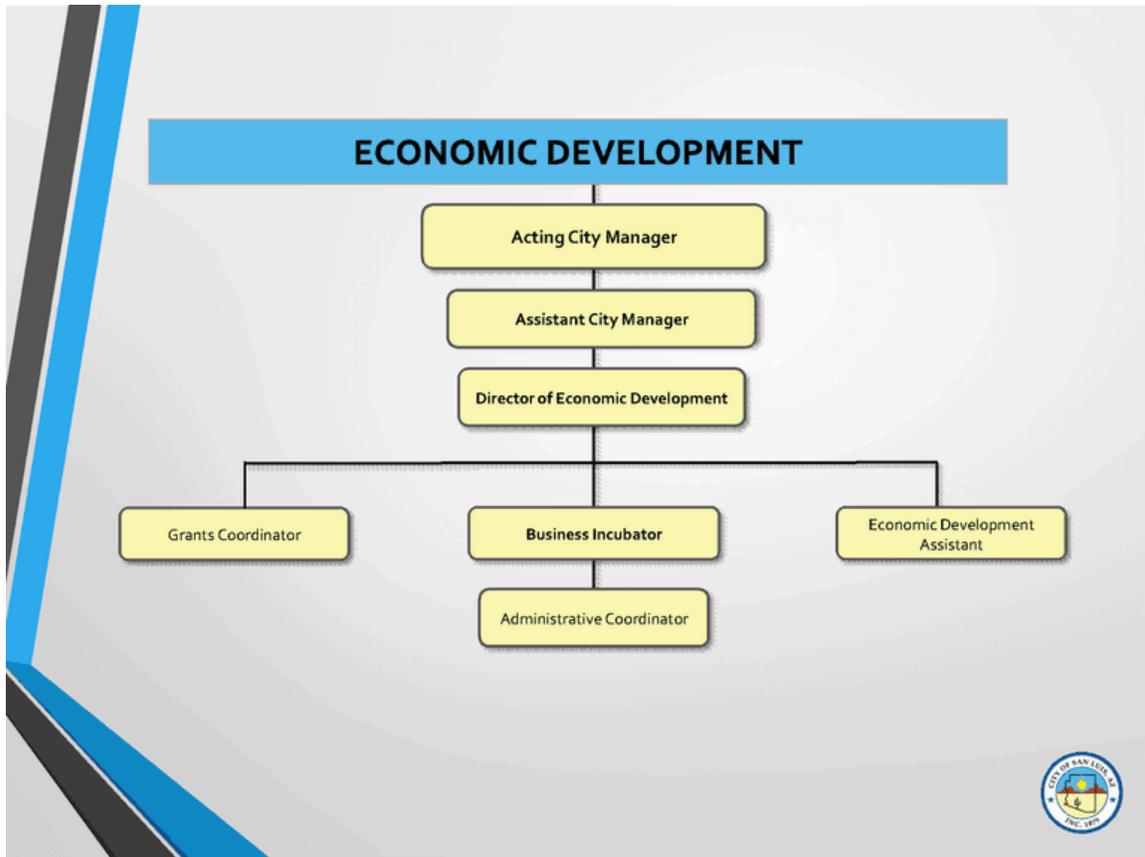
Community Development & Engagement

- Expand small business support programs by launching a second and third Fuerza Local cohort.
- Organize at least one economic summit or forums to engage business leaders, residents, and policymakers.
- Recruit at least one major retailer to locate in Downtown San Luis to support mixed-use development goals.
- Achieve Certified Local Government (CLG) designation to enhance historic preservation efforts and access additional funding opportunities.
- Design Downtown Redevelopment Phase 1 (Main Street) to revitalize Downtown San Luis, supporting walkability, business growth, and public space improvements.

Financial Sustainability & Infrastructure Investment

- Submit a minimum of three strategic grant applications to support infrastructure, workforce development, and business incubation efforts.
- Develop an investment and marketing strategy for Cesar Chavez Blvd commercial development to attract private-sector partners.
- Advocate for at least two major city priorities at the state and federal levels to secure legislative and funding support.
- Engage a consultant to review and recommend rate, program, and service changes for the Business Incubator, and implement the recommendations to optimize its long-term sustainability and impact.

Organizational Chart

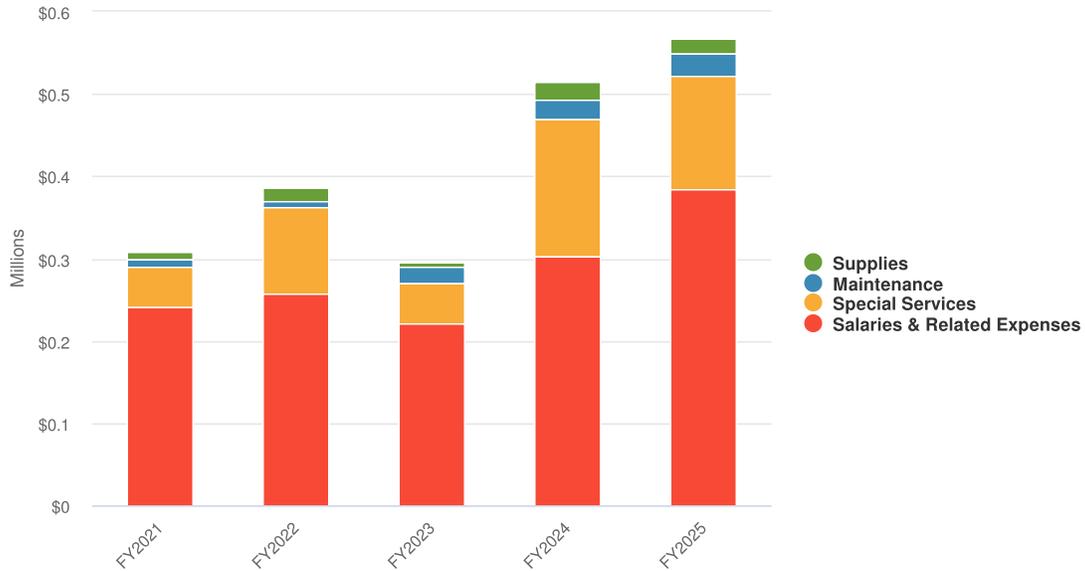


Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	3.4	3.8	3.8	3.8	0
% of city's FTEs				0.97%	
Authorized Personnel/Positions:					
Title	<u>2022-2023</u>	<u>2023-2024</u>	<u>Current 2024-2025</u>	<u>Request 2025-2026</u>	<u>Changes 2025-2026</u>
Economic Development Assistant	1	1	1	1	0
Economic Development Manager	1	0	0	0	0
Director of Economic Development	0	1	1	1	0
Grants Writer	1	0	0	0	0
Grants Coordinator	0	1	1	1	0
Graphics and Media Specialist	0	0	0	0	0
Administrative Coordinator	0.4	0.8	0.8	0.8	0
Office Assistant	0	0	0	0	0
Total	<u>3.4</u>	<u>3.8</u>	<u>3.8</u>	<u>3.8</u>	<u>0</u>

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents Economic Development expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$220,747	\$268,948	\$325,770	\$338,540	3.9%	\$12,770
Supplies	\$6,392	\$11,508	\$23,390	\$15,990	-31.6%	-\$7,400
Maintenance	\$19,580	\$23,772	\$17,180	\$26,530	54.4%	\$9,350
Special Services	\$49,314	\$117,871	\$172,010	\$175,460	2%	\$3,450
Total Expense Objects:	\$296,033	\$422,099	\$538,350	\$556,520	3.4%	\$18,170

Business Incubator

Administered by the Economic Development Department, the Business Incubator program is a five-year business support program that nurtures and enhances both start-up and expanding businesses through collaboration with a broad network of agencies and resources that offer both assistance and mentorship on matters related to business development. The Business Incubator facility is currently able to lease seven suites that range from 1,400 square feet to 4,200 square feet to both start-up and expanding businesses focused in light industrial activities.



Accomplishments FY 2025

- Partnered with Local First Arizona to launch the Fuerza Local Business Accelerator Program, receiving 38 applicants and successfully graduating 12 businesses in its first cohort.
- Organized two business development outreach efforts, including networking events, public meetings, and educational programs, to support local entrepreneurs.
- Increased awareness and outreach efforts for the Business Incubator program, establishing three new strategic collaborations with business development partners.
- Achieved 100% occupancy rate for incubator spaces, ensuring full utilization of available resources.
-
- Secured two new funding resource partnerships to provide financial assistance and grants for small businesses.

Goals & Objectives FY 2026

Small Business & Entrepreneurship Support

- Identify and establish two additional funding partnerships to increase financial assistance and grant opportunities for incubator tenants by Q3 FY 2026.

Business Incubator Operations & Growth

- Increase business development workshops and networking events by 50% compared to FY 2025 to enhance entrepreneurial education and community engagement.

Financial Sustainability & Infrastructure Investment

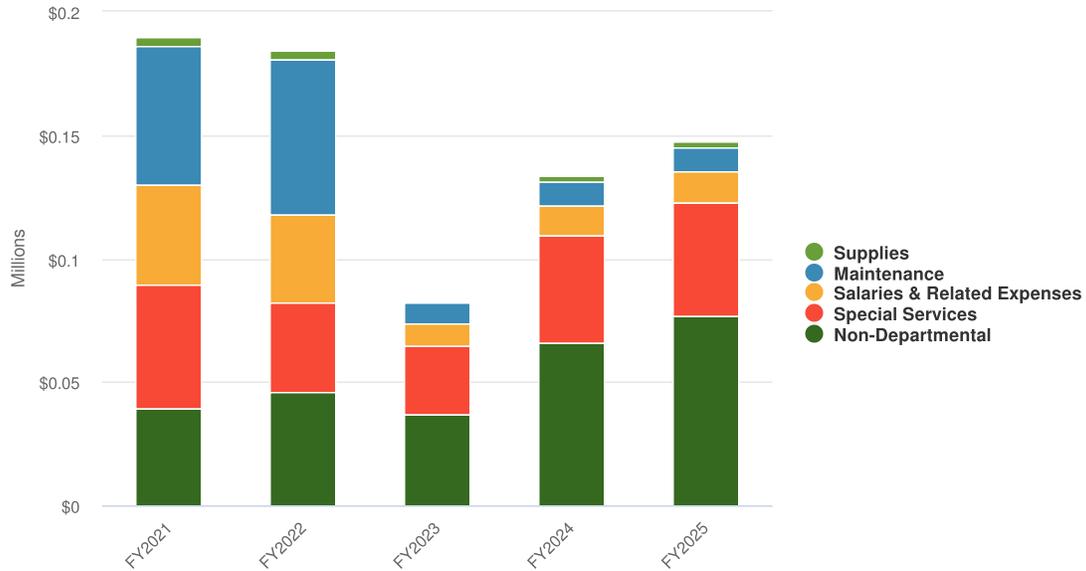
- Maintain 100% lease occupancy rate through proactive tenant recruitment and retention strategies by Q4 FY 2026.
- Implement a financial sustainability strategy, incorporating diversified revenue streams such as sponsorships, grants, and service fees by Q3 FY 2026.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	0.6	0.2	0.2	0.2	0
% of city's FTEs				0.05%	
Authorized Personnel/Positions:					
<u>Title</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>Current 2024-2025</u>	<u>Request 2025-2026</u>	<u>Changes 2025-2026</u>
Office Assistant	0	0	0	0	0
Administrative Coordinator	0.6	0.2	0.2	0.2	0
Total	0.6	0.2	0.2	0.2	0

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents Business Incubator expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$9,035	\$12,630	\$12,700	\$12,750	0.4%	\$50
Supplies	\$50	\$1,205	\$2,100	\$1,100	-47.6%	-\$1,000
Maintenance	\$8,079	\$58,037	\$10,200	\$8,800	-13.7%	-\$1,400
Special Services	\$28,292	\$25,251	\$45,850	\$86,540	88.7%	\$40,690
Non-Departmental	\$36,652	\$60,835	\$78,530	\$86,960	10.7%	\$8,430
Total Expense Objects:	\$82,108	\$157,959	\$149,380	\$196,150	31.3%	\$46,770

Parks and Recreation Department

The City San Luis of Parks and Recreation Department's purpose is to provide recreational opportunities to members of our community so they can engage in leisure activities, improve physical and mental health, and build social connections through fun and engaging programs, activities, and services.

Parks and Recreation is composed of eight (8) divisions which include: the Cesar Chavez Cultural Center, Parks Grounds, Recreation, Youth Center, Municipal Pool, Facilities, Senior Center, and Parks Administration, all of which take pride in serving our residents and visitors.



The department oversees the planning and organizing of recreational programs and activities such as sports leagues, fitness classes, arts and crafts activities, and plans and carries out cultural and community events. We also offer programs, activities, and spaces designed specifically to support the development of our youth and provide a safe space where our senior residents can socialize. The department is also responsible for the maintenance and upkeep of parks, playgrounds, athletic fields, and other recreational facilities in the community.

At Parks and Recreation, we are proud of the important role we play in our community by enhancing the quality of life of our residents.

Accomplishments FY 2025

- The Parks and Recreation celebrated the Fourth of July Freedom Celebration with over 14,000 people. We continue to have the best fireworks show in South County and the best celebration in all Yuma County.

- This year, we celebrated the 4th of July at Joe Orduno Park with live performances by Mal Bicho Tribute to Los Fabulosos Cadillacs, Kings of Queen Tribute Band to Queen, and El Mexicano De Casimiro.
- This year, we celebrated the Asado and Brew Festival, celebrating Founders' Day, a long-anticipated event for the community. In attendance, we had over 11,000 people. We had live performances by Checkered Past, Rondalla Destellos from our sister city Magdalena de Kino, Sonora, Grupo Alazan, Los Caminates Por Siempre, La Internacional Sonora Denamita, and Los Cadetes De Linares. We incorporated the Asado Contest for the first time, and we had great feedback.
- Also, this year, the Parks and Recreation Administration Building updated the lobby area by adding speakers for background music.

Goals & Objectives FY 2026

Goal: "To enhance community engagement and well-being by providing diverse recreational opportunities, improving parks and facilities, and increasing access to underserved populations."

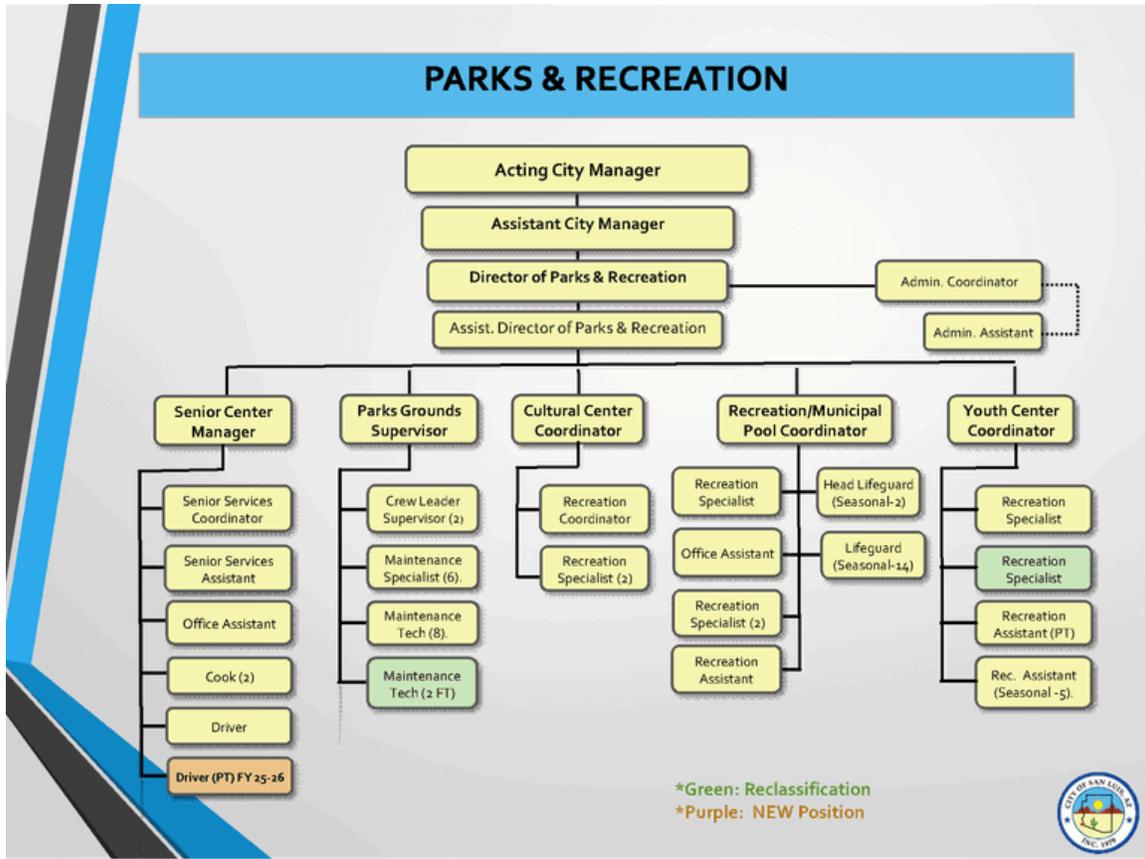
- Objective: Promote community engagement by offering a wide range of programs and events that encourage participation from all community members. Establish a community advisory committee to gather input and feedback from community leaders throughout the fiscal year.
- Objective: Improve the overall condition and maintenance of parks and green areas by implementing regular maintenance and identifying areas needing repairs to enhance the user experience over the following years.
- Objective: Increase access to and participation in recreational activities for underserved populations by expanding programming and facilities in underserved areas and developing partnerships with community organizations and agencies within the next few years.
- Objective: To increase the fee schedule for rentals of ramadas, fields, usage of lights, cultural center rental, and work in the policies and procedures of the parks.

Economy Goal

Goal: "To stimulate economic growth and community well-being by developing new recreational opportunities and improving the quality of programs and services."

- Objective: Develop new recreational opportunities by adding new playgrounds, sports fields, and other amenities, particularly at the East San Luis Community Park, within the next few years.
- Objective: Improve the quality of programs and services by providing staff with more training and educational opportunities within the following year.

Organizational Chart

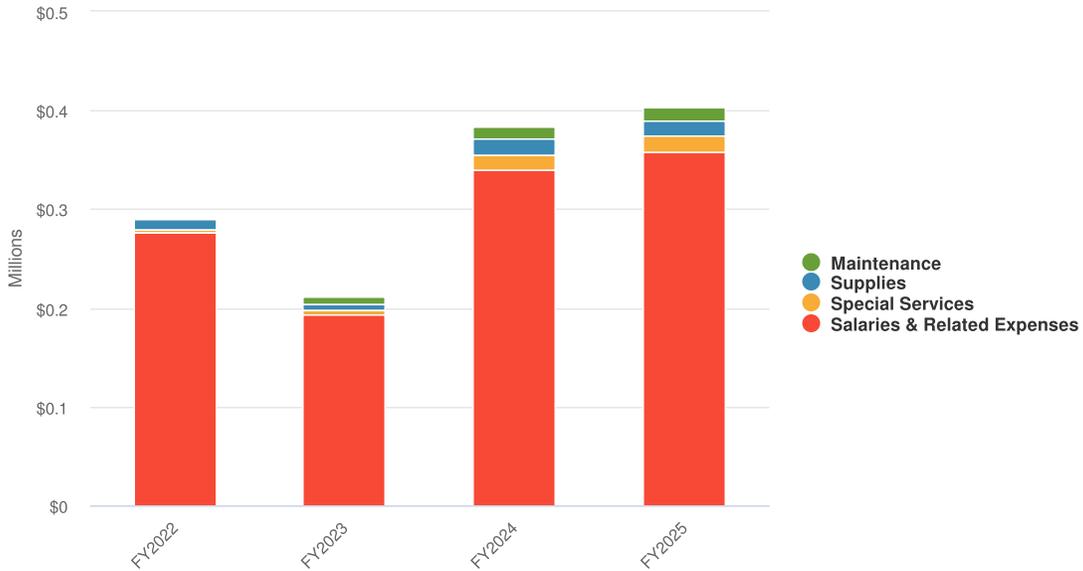


Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	4	4	4	4	0
% of city's FTEs				1.02%	
Authorized Personnel/Positions:					
Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Administrative Coordinator	1	1	1	1	0
Administrative Assistant	1	1	1	1	0
Assistant Director of Park & Rec Director	1	1	1	1	0
Director of Parks & Rec	1	1	1	1	0
Total	4	4	4	4	0

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Parks and Recreation Administration's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Adopted Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects							
Salaries & Related Expenses	\$192,693	\$331,966	\$357,390	\$363,870	9.6%	1.8%	\$6,480
Supplies	\$5,721	\$12,150	\$14,525	\$12,320	25%	-15.2%	-\$2,205
Maintenance	\$6,952	\$16,636	\$11,910	\$13,480	22.4%	13.2%	\$1,570
Special Services	\$5,387	\$8,656	\$67,855	\$205,200	-4.1%	202.4%	\$137,345
Total Expense Objects:	\$210,752	\$369,407	\$451,680	\$594,870	9.9%	31.7%	\$143,190

Parks

The Parks Division is responsible for maintaining and ensuring that our green areas are safe and inviting for our community and visitors to use. The Parks Division maintains and upkeepes the parks and green areas which include landscaping, irrigation, playgrounds, trash and litter removal, facilities areas which consist of restrooms, ramadas and athletic fields. Parks is also responsible for conducting inspections to identify any hazardous issues that need to be addressed to keep our community safe.



Parks also assists in the planning, orchestration and department logistics of City events. The Park division plays an essential role in executing, assembling, and establishing the structures necessary to have a successful event.

Our mission is to ensure that parks, green areas, and recreational areas are well maintained, safe and inviting for our community.

Accomplishments FY 2025

This past year, the Parks Division completed the following projects:

- Installation of irrigation system for the East Community Park soccer fields.
- Installation of the City water meter and backflow as a second alternative water source for the East Community Park.
- Electrical power for lights of East Community Park soccer fields.
- Continuation of the development and planning of the East Community Park Phase.
- Recondition the landscaping area of the Fernando Padilla City Building.

- Continuation of the maintenance and upkeep of parks, green areas, and recreational facilities.
- Acquire three (3) new zero-turn John Deere lawn mowers.
- A new all-terrain forklift and a telescopic reach boom lift.
- Update of retention walls at two retention basins per a Risk Assessment completed this year
- Update of playgrounds per a Risk Assessment completed this year
- Purchase and installation of retention lights for the Salomon & Kennedy Retention Basins per a Risk Assessment completed this year

Goals & Objectives FY 2026

To continually improve existing recreational areas, prepare for future developments, and invest in staff professional development for the well-being of our community.

- Objective: Continue with the development of East Community Park Phases.
 - Installation of the prefab restrooms.
 - Install plumbing and electrical equipment where the restrooms will be installed.
- Objective: Develop new strategic plans for developing existing recreational areas.
- Objective: Improve illumination in athletic fields, facilities, and green areas.
- Objective: Addition of lighting for Los Alamos
- Objective: New installation of the existing restrooms at Joe Orduño Park with prefab restrooms.
- Objective: Create a dog park in PPEP Park to work on the park concept.

Economy Goal

Goal: To ensure reasonable management of resources and financial sustainability of our programs and facilities.

- Objective: Persuade professional development for staff, including workshops, certifications, and courses, and to intensify staff expertise and efficiency for the following year.
- Objective: Focus on resource allocations and sustainability to maintain and improve our green areas, playgrounds, facilities, and parks.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	16	18	18	19	1
% of city's FTEs				4.86%	

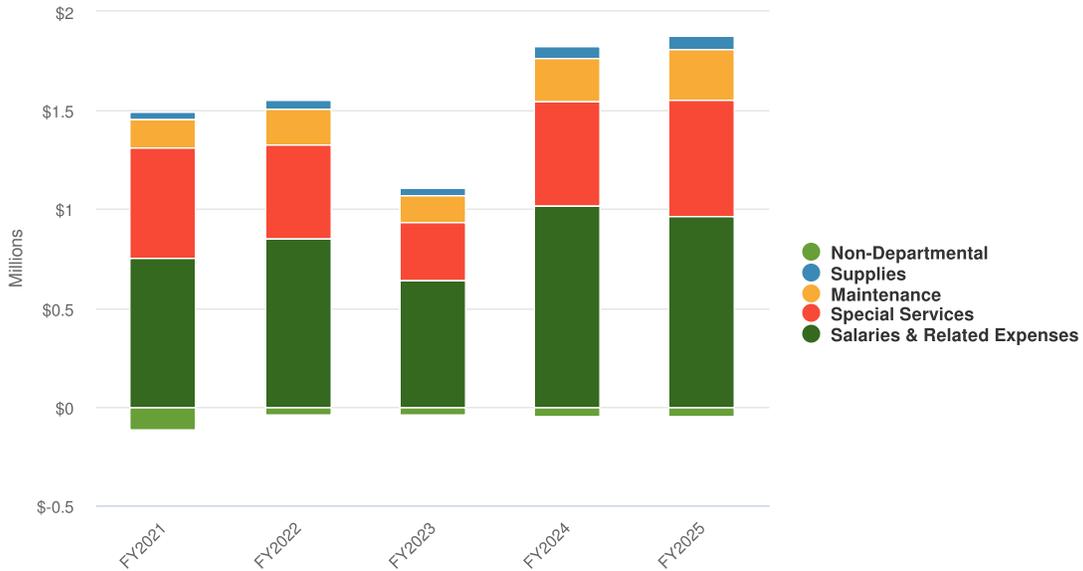
Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Maintenance Tech	9	9	9	10	1
Maintenance Specialist	5	6	6	6	0
Parks Ground Manager	0	0	0	1	1
Parks Supervisor	1	1	1	0	-1
Facilities Manager	0	0	0	0	0
Assistant Director of Park & Rec Director	0	0	0	0	0
Crew Leader Supervisor	1	2	2	2	0
Director of Parks & Rec	0	0	0	0	0
Total	<u>16</u>	<u>18</u>	<u>18</u>	<u>19</u>	<u>1</u>



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Parks Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$639,149	\$920,207	\$967,860	\$1,068,240	10.4%	\$100,380
Supplies	\$41,092	\$70,659	\$67,600	\$66,790	-1.2%	-\$810
Maintenance	\$130,719	\$196,362	\$252,030	\$271,210	7.6%	\$19,180
Special Services	\$298,713	\$524,998	\$593,340	\$793,640	33.8%	\$200,300
Non-Departmental	-\$42,585	-\$45,620	-\$45,610	-\$45,610	0%	\$0
Total Expense Objects:	\$1,067,088	\$1,666,606	\$1,835,220	\$2,154,270	17.4%	\$319,050

Recreation

The Recreation Division provides our community with fun activities and events. We are responsible for planning, organizing, and coordinating recreational activities, programs, events, and sports leagues for individuals of all ages and abilities. San Luis residents may choose from a wide variety of sports, leagues, tournaments, and clinics offered throughout the year for children and adults alike.



The Recreation Division offers a multitude of activities, including adult baseball, adult flag football, co-ed kickball, co-ed volleyball, girls' softball, men's basketball, men's softball, men's volleyball, women's softball, women's volleyball, youth baseball, youth basketball, youth dodgeball, and youth flag football.

The Recreation Division offers a multitude of activities, including adult baseball, adult flag football, co-ed kickball, co-ed volleyball, girls' softball, men's basketball, men's softball, men's volleyball, women's softball, women's volleyball, youth baseball, youth basketball, youth dodgeball, and youth flag football.

We are proud of the important role our division plays in our community by providing our residents with recreational activities that promote physical and mental health, socialization, and the development of new skills, teamwork, and leadership, all while providing a fun and enjoyable way to spend free time.

Accomplishments FY 2025

The Recreation Department organized and launched new leagues and activities for different age groups. Some of those leagues and activities were:

- Sand Volleyball League
- Youth Basketball League
- Pickel Ball

- Baseball 5
- Rec-Mobile Program
- Football Clinic/Training
 - This program is created to bring recreational activities and games to parks and green areas so the community can enjoy them. This is to reach out to the community who cannot come to the park to enjoy the leagues or activities that go to them. The activities that will be displayed are giant Jenga, giant Connect 4, mobile tennis court, mobile volleyball court, soccer goal/court, corn hole, and mobile pickleball.

This year, the Recreation Department was also given a new direct line and an on-call cell phone. The direct line was given to separate the main line currently used by the Parks and Recreation Administration. Having a new direct line provides the community with a new number to contact to ask about any leagues, activities, or reservation requests they may have. The on-call cell phone is a new addition to the Department to ensure that staff supervising leagues after 6:00 pm can answer any questions or concerns the community may have. This service also helps staff stay in direct contact with all league coaches, volunteers, and participants who may need immediate assistance before and during league tournaments, end-of-season games, and weekend tournaments.

Goals & Objectives FY 2026

To establish a better level of service to our community by introducing new sports and activities that will improve their quality of life. We want to provide the community with a convenient and fun opportunity to stay fit and physically healthy. Physical activity has various health benefits, including decreased risk of disease, improved physical and mental health, lower risk of injuries, and lower risk of premature death. A healthy, active community that enjoys recreational and physical activities is a happy one, and this is what we aim to give to our community.

- Have all staff certified in youth sports administration
- Increase participation in programs and recreation opportunities
- Develop programs, tournaments, and leagues for families, kids, ladies, men, seniors, and more

- Teach, learn, and develop skills, abilities, and talents for residents of all ages
- Provide walking, biking, running, and other activities with trails, paths, and bikeways
- Make Joe Orduño Park the major city visitor destination
- Use capital to renew aging infrastructure
- Plan and organize, and whenever possible, to encourage family participation
- Increase facility usage
- Have all our assets in inventory
- Beautify the Pickell Ball court.
- If approved, replace the Joe Orduño baseball field Musco lights with LED lighting.

Economy Goal

Goal: “To ensure responsible financial management while expanding and diversifying recreational offerings to meet the needs of our community.”

- Objective: Continue working towards the expansion of the Recreation facility as well as the gym upgrades while maintaining fiscal responsibility and sustainability throughout the next couple of fiscal years.

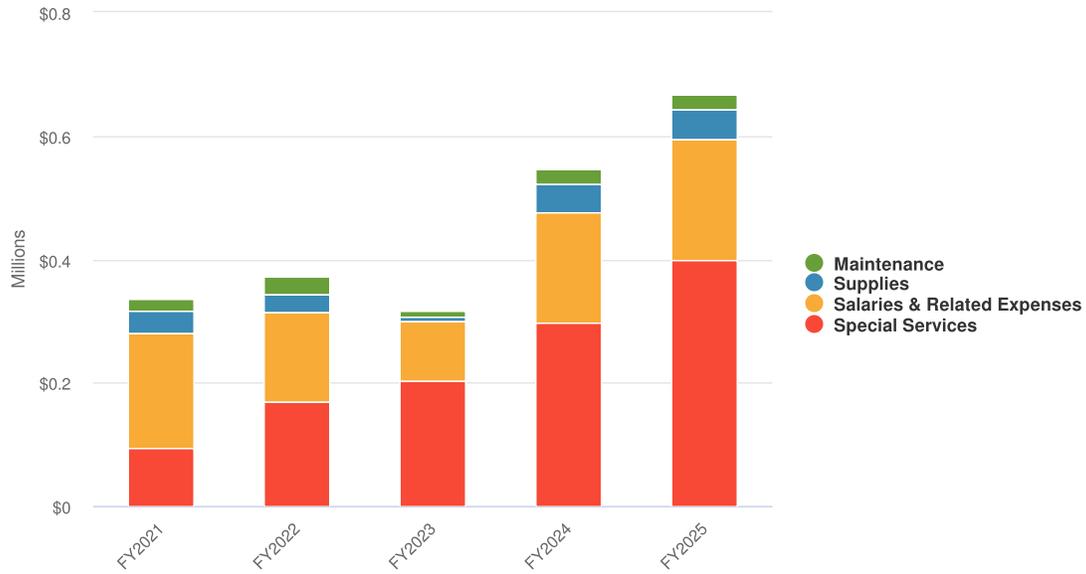
Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalent (FTE)	2.8	3.3	5.0	5.0	0.00
% of city's FTEs				1.28%	

Authorized Personnel/Positions:	Current	Request	Changes		
Title	2022-2023	2023-2024	2024-2025	2025-2026	2025-2026
Recreation Specialist	1.3	1.25	2	2	0
Assistant Director Park & Rec	0	0	0	0	0
Recreation Coordinator	0.5	0.75	1	1	0
Office Assistant	0	0.25	1	1	0
Administrative Assistant	0	0	0	0	0
Administrative Coordinator	0	0	0	0	0
Recreation Intern	1	1	1	1	0
Director of Parks & Rec	0	0	0	0	0
Total	2.8	3.3	5.00	5	0



Budgeted and Historical Expenditures by Expense Type



The following table presents the Recreation Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$94,323	\$148,823	\$267,290	\$272,690	2%	\$5,400
Supplies	\$7,261	\$30,374	\$45,560	\$50,170	10.1%	\$4,610
Maintenance	\$10,231	\$15,469	\$22,560	\$21,280	-5.7%	-\$1,280
Special Services	\$204,182	\$187,304	\$366,270	\$116,270	-68.3%	-\$250,000
Total Expense Objects:	\$315,998	\$381,970	\$701,680	\$460,410	-34.4%	-\$241,270

Cultural Center

The Cultural Center provides a space for members of our community to engage and experience a wide range of activities and events that seek to promote a preserve the culture, heritage, and traditions of our community. Our facility offers a variety of classes in Art, Music and Dance, which are available to all ages and are designed to encourage and motivate our members to learn new talents, explore interests, and discover differing cultural perspectives.



We believe artistic and cultural activities are essential to healthy and active communities. By providing classes, activities, exhibitions, music and dance performances, theatre productions, workshops, and celebrations of cultural holidays and traditions, we allow our community to learn about and participate in diverse cultural experiences and help foster greater understanding, appreciation, and respect for different cultures and ways of life.

Our goal is to be the steppingstone for the future generation of artists, dancers, musicians, leaders, and art consumers.

Accomplishments FY 2025

The Cesar Chavez Cultural Center has been hosting many community events all year round, from which many agencies and local academies have benefited. Due to the facility's high demand from city, public, and private consumers, the entire flooring was renovated and received a wax polish service. This renovation made a massive difference to the whole facility, giving it a more professional image so the community could enjoy it. Also, the multipurpose room stage floor was replaced and polished, and the audio room equipment was relocated to the north side of the room to make it easier to control the lighting during reservations and presentations. The interior of the Cultural Center will also be painted to complete the beautification of the facility. The Cultural Center has been collaborating more with the Senior Center, encouraging intergenerational interaction and communication.

Goals & Objectives FY 2026

The main goal for the Cultural Center is to have more space to allow us to offer more classes to the community. San Luis, AZ, is a fast-growing city, and many people have consistently asked if we have other courses available. The summer is a huge opportunity to work with new instructors to bring more variety of classes and offer a diverse summer program for the children in our community. The Cultural Center hosts many events with more registration and participation than in previous years. We want more artists and activities to offer the community bigger and better events where they can be more involved.

The Cultural Center's objective this new fiscal year is to enrich community life and cultural experience through partnerships, promoting the community's well-being and engagement. Another plan is to relocate the Activity Center to a safer location while maintaining fiscal responsibility and sustainability within the following year. We will also collaborate with other art and cultural agencies to expand our community workforce. This new location will be in the Arnold Cordova building, where we will develop the classes and activities for the residents.

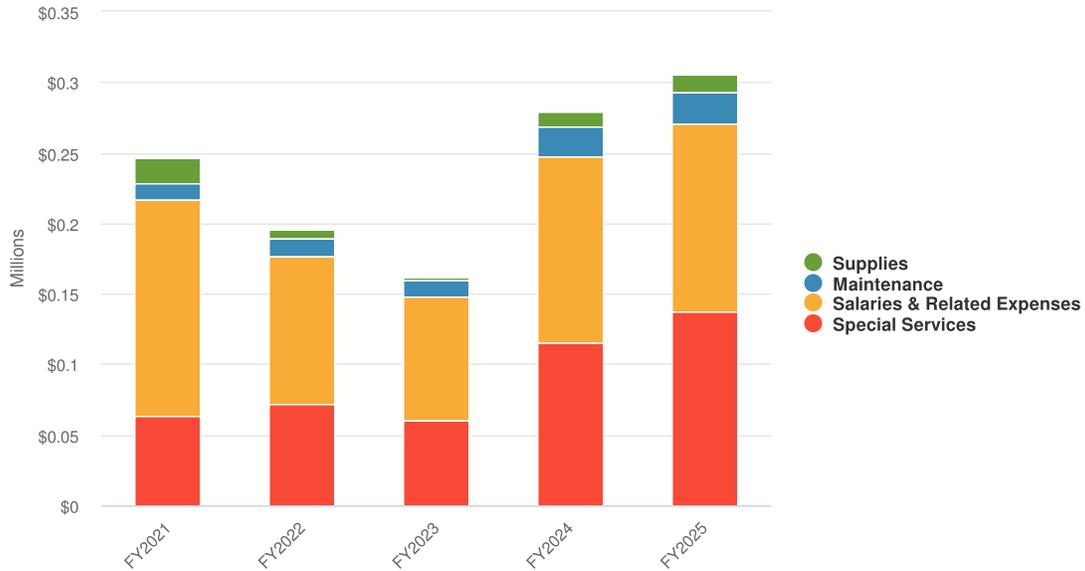
Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	1.8	2.3	3.0	3.0	0.00
% of city's FTEs				0.77%	
Authorized Personnel/Positions:					
<u>Title</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>Current 2024-2025</u>	<u>Request 2025-2026</u>	<u>Changes 2025-2026</u>
Recreation Specialist	1.3	1.25	2	2	0.00
Assistant Director Park & Rec	0	0	0	0	0
Recreation Coordinator	0.5	0.8	1	1	0.00
Office Assistant	0	0.25	0	0	0
Administrative Assistant	0	0	0	0	0
Administrative Coordinator	0	0	0	0	0
Director of Parks & Rec	0	0	0	0	0
Total	1.8	2.3	3.0	3	0.00



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents Cultural Center expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$87,849	\$117,130	\$179,890	\$177,770	-1.2%	-\$2,120
Supplies	\$1,666	\$6,146	\$13,208	\$12,720	-3.7%	-\$488
Maintenance	\$12,059	\$20,354	\$16,960	\$18,580	9.6%	\$1,620
Special Services	\$59,794	\$106,786	\$137,332	\$78,540	-42.8%	-\$58,792
Total Expense Objects:	\$161,368	\$250,417	\$347,390	\$287,610	-17.2%	-\$59,780

Youth Center

The San Luis Youth Center (SLYC) is a state-of-the-art sports, recreational, and educational center where youth ages 7 to 21 can thrive in a dynamic and positive environment. The SLYC staff and volunteers work hard every day to support our young students and athletes.



Our goal is to provide every child with the essential tools needed for a successful and bright future. We provide confidence for the young by developing a sense of usefulness and belonging to one child at a time. Every day, the SLYC strives to improve each child's life by implementing self-esteem, courage, and positive values through athletics, cultural and educational programs.

We are proud to manage several sports and an academic excellence center, including boxing, a youth fitness program, arts and crafts, mommy and me program, summer camp, open gym, homework lab, and game center.

Accomplishments FY 2025

One of the major projects completed this fiscal year was remodeling our game room. In the past, our game room lacked comfortable seating and only had a projector for youth access. Now, our game room provides a pool table, an air hockey table, a comfortable couch, bean bags, and a mini arcade machine. This is all to attract more members to our facility with activities of interest. Another major project was upgrading our gym equipment to brand-new machines. Our old machines in our open gym were outdated and needed repairs. With this upgrade, the participants in our facility now have a more comfortable and effective workout. Our events this year have also been a massive success in our department. Events in the city of San Luis have progressively gotten larger with time. Our latest event, the Safety Event, was a success, with over 27 local agencies participating and over 1,000 people in attendance who had a good time and networked with local agencies. Lastly, we are working with SLHS to remodel our lobby area with murals created by their AP art classes. We believe this project will help us by creating a welcoming environment for our visitors/participants and a sense of association with the murals reflecting our culture at the San Luis Youth Center.

Goals & Objectives FY 2026

The Youth Center’s goal is to continue making our facility more attractive and interactive to young people in our community. We want to provide our members with engaging and enriching activities while providing a safe and comfortable environment.

The SLYC has objective for this new fiscal year is to continue to reach more youth by providing a more attractive and appealing facility. We have replaced our old machines but will continue adding equipment to provide participants with tools to meet their health and fitness goals. We also want to increase the attendance of the activities we offer. Usually, the youth visiting our facility usually attend our boxing classes and open gym. We want to increase the number of youths using our homework labs, game room, and arts and crafts class. The Youth Center staff will also work on increasing social media presence this year. We want to show our community what we offer and who we are.

Economy Goal

The goal is to invest in our youth’s development, create future community leaders, and contribute to our community’s economic vitality. The objective is to increase the number of members to strengthen the Youth Center’s impact on our community throughout the fiscal year.

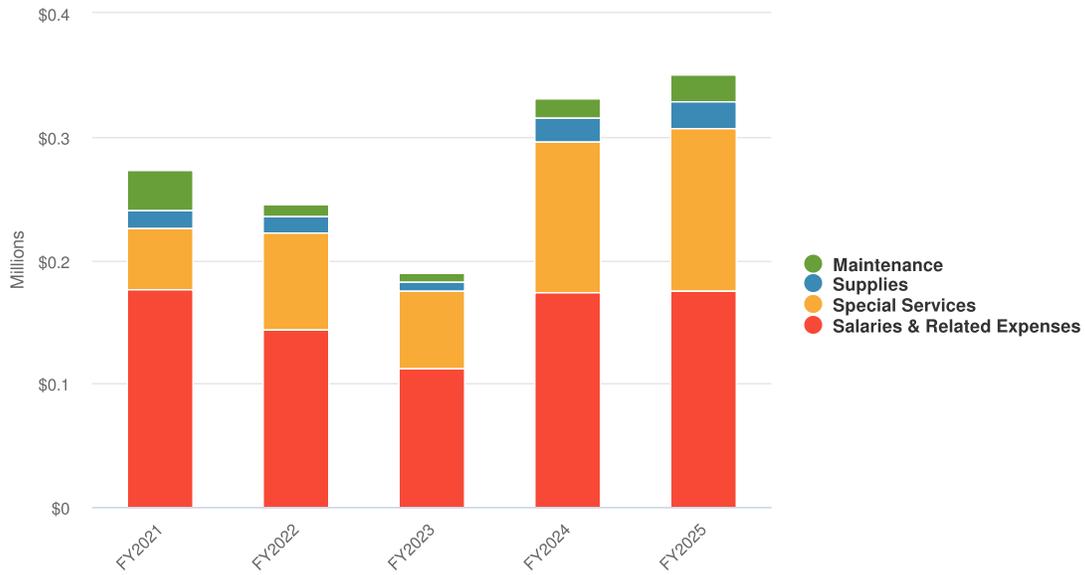
Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	2.8	3.3	3.0	3.5	0.50
% of city's FTEs				0.90%	
Authorized Personnel/Positions:					
<u>Title</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>Current 2024-2025</u>	<u>Request 2025-2026</u>	<u>Changes 2025-2026</u>
Recreation Specialist	1.3	1.25	1	2	1
Assistant Director Park & Rec	0	0	0	0	0
Recreation Coordinator	0.5	0.75	1	1	0
Office Assistant	0	0.25	0	0	0
Recreation Intern	1	1	1	0.5	-0.5
Administrative Coordinator	0	0	0	0	0
Director of Parks & Rec	0	0	0	0	0
Total	2.8	3.3	3.00	4	0.50

Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



The following table presents the Youth Center's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$112,642	\$144,981	\$165,040	\$210,920	27.8%	\$45,880
Supplies	\$7,071	\$12,645	\$22,068	\$24,370	10.4%	\$2,302
Maintenance	\$7,399	\$8,356	\$22,360	\$18,080	-19.1%	-\$4,280
Special Services	\$62,395	\$94,844	\$129,022	\$81,460	-36.9%	-\$47,562
Total Expense Objects:	\$189,508	\$260,825	\$338,490	\$334,830	-1.1%	-\$3,660

Municipal Pool

The San Luis Municipal Pool offers our residents a safe and accessible space for the community to engage in recreational swimming activities. Our pool provides a fun way to cool off during the summer months, practice physical activity, and a way to socialize and spend time with friends and family. A very important aspect of our pool is that it serves as a space where visitors can receive water safety education, promoting important lifesaving skills that may reduce the risk of drowning.



The Municipal Pool offers open swim opportunities, swimming lessons, and party reservations. Open swim times begin late in June and end in August. The San Luis Municipal Pool hours of operation for open swim are Monday through Friday, from 3:00 pm – 8:00 pm, and Saturday from 11:00 am to 3:00 pm. The pool is closed to the public on Sundays.

To provide our residents with better experience and to resolve ongoing issues, the San Luis Municipal Pool remained closed during fiscal year 2024 to undergo repair and renovations to ensure that when it opens in fiscal year 2025, the community can enjoy a safer and updated pool experience.

Accomplishments FY 2025

The Parks and Recreation Department celebrated the reopening of the San Luis Municipal Pool in June 2024. This renovation was much needed for the San Luis residents. We added amenities to the pool and beautified the green area by replacing the real grass with artificial grass.

Goals & Objectives FY 2026

The main goal for the Municipal Pool is to provide a safe, fully functional, and attractive public pool facility that enhances community well-being and serves as a source of pride for San Luis residents. The objective is to ensure the pool's safety by working on the interior and renovating it. The pool is open to the public; another objective from the Municipal Pool staff will be to maintain pool safety during general swimming hours and reservations, ensuring a safe environment for all pool participants.

Economy Goal

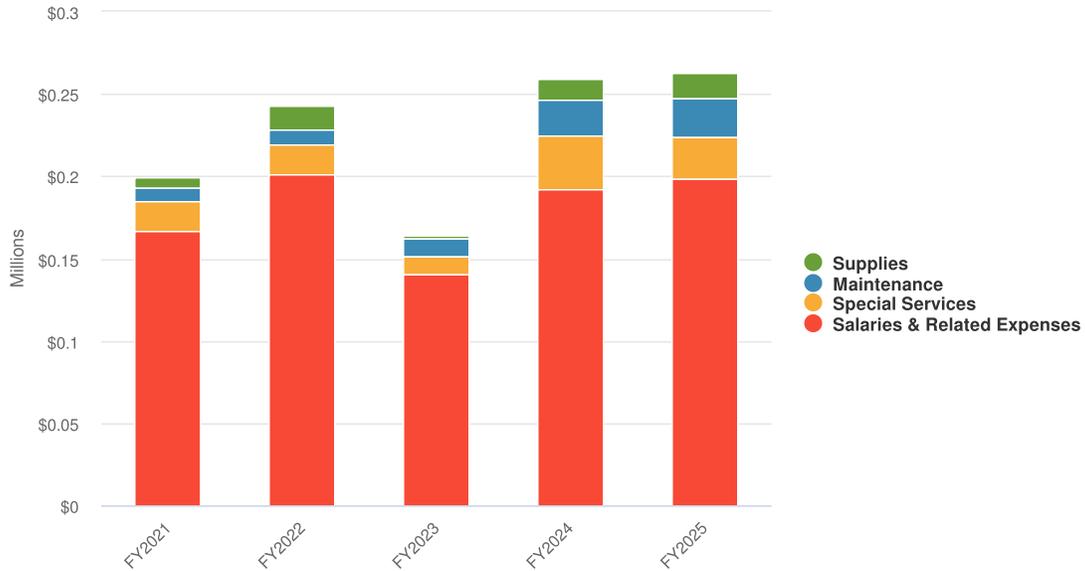
The goal is to responsibly manage resources while providing a top-tier public pool facility that enriches community life and contributes to the economic viability of San Luis, AZ. This will aim to continue providing a safe and fully functional public pool facility that San Luis residents can be proud of.

Staff Summary Schedule

	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Staff Summary					
Full-time Equivalents (FTE)	1.8	2.3	0.0	0.0	0.00
% of city's FTEs				0.00%	
Authorized Personnel/Positions:					
<u>Title</u>	<u>2022-2023</u>	<u>2023-2024</u>	<u>Current 2024-2025</u>	<u>Request 2025-2026</u>	<u>Changes 2025-2026</u>
Recreation Specialist	1.3	1.25	0	0	0.0
Assistant Director Park & Rec	0	0	0	0	0
Office Assistant	0	0.25	0	0	0.0
Recreation Coordinator	0.5	0.75	0	0	0.00
Administrative Assistant	0	0	0	0	0
Administrative Coordinator	0	0	0	0	0
Director of Parks & Rec	0	0	0	0	0
Total	1.8	2.3	0.00	0	0.00

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents Municipal Pool expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$140,862	\$153,847	\$129,020	\$129,890	0.7%	\$870
Supplies	\$1,404	\$5,469	\$11,875	\$33,900	185.5%	\$22,025
Maintenance	\$11,031	\$7,732	\$34,830	\$36,780	5.6%	\$1,950
Special Services	\$10,447	\$9,307	\$29,155	\$48,220	65.4%	\$19,065
Total Expense Objects:	\$163,742	\$176,355	\$204,880	\$248,790	21.4%	\$43,910

Senior Services

The San Luis Senior Center provides a welcoming and supportive environment for our senior residents where they can socialize, learn new skills, stay active and access resources and services. We offer daily transportation, programs and activities, educational seminars, health screenings, and social events.

The Senior Center's activities include daily games of bingo, domino and pool, arts and crafts, sewing classes, fitness classes, and more. The center oversees the San Luis Senior Nutrition Program, where seniors are offered a healthy meal daily.



The Senior Center will continue to provide activities, nutritional meals, and programs for our residents in their golden years.

We continue working with the Yuma County Food Bank, distributing food twice a month to San Luis residents. We successfully relocated the food distribution to a larger area at the Cultural Center, which has greatly improved the process. The new space provides more room and ensures a safer environment for the community, making it a positive and successful change.

Accomplishments FY 2025

- Provided our seniors with healthy meals daily through the nutrition program.
- Continued with regular center activities, such as field trips and outings
- Collaborated with local agencies to provide our members with important information to keep them safe, healthy, and independent.
- Celebrated holidays encourage socialization and physical and mental health.
- Submitted an RFP for the provision of congregate meals
- Continued working with the Yuma County Food Bank, distributing food twice a month to San Luis residents.

- Attendance and participation in programs and activities at the Senior Center increased significantly. The expanded offerings and more engaging events have encouraged greater involvement, fostering a stronger sense of community and support among the seniors.
- We also utilized social media to create engaging and attractive posts to inform the community about the Senior Center's daily activities and fun events. These posts raised awareness and encouraged more seniors to participate, enhancing their connection to the center and its vibrant offerings.
- We made our Senior Center a safe and welcoming space for our seniors, continually working to maintain a peaceful and pleasant environment where they can visit daily to socialize and enjoy healthy meals.

Goals & Objectives FY 2026

The goal of the Senior Services Department is to provide a safe, positive, and supportive space for our seniors, fostering community well-being, intergenerational connections, and active involvement while ensuring financial sustainability.

- Objective: Continue to improve the quality of programs and activities to meet our senior members' evolving needs and interests. Measuring success by assessing and enhancing the quality of senior programs, tracking increased senior participation, and monitoring program satisfaction.
- Objective: Throughout the year, we served approximately (19,000) congregate meals, highlighting the success of this change in meeting the community's growing needs.
- Objective: Attendance and participation in programs and activities at the Senior Center increased significantly. The expanded offerings and more engaging events have encouraged greater involvement, fostering a stronger sense of community and support among the seniors.
- Objective: Creating an Advisory Council for the Senior Center will be extraordinary and unique among the (them) seniors. This will help to develop new ideas for the facility and, most importantly, to have their voice heard.
- Objective: Create and launch new intergenerational activities, tracking participation across age groups throughout the fiscal year.
- Objective: Continue strengthening community partnerships with local agencies to keep our seniors informed through seminars and workshops.
- Objective: Continue promoting the Senior Center to increase memberships and awareness of our services within the fiscal year.

Staff Summary Schedule

	Actual	Adopted	Adopted	Request	Change
Staff Summary	2022/23	2023/24	2024/25	2025/26	2024/25 to 2025/26

Full-time Equivalents (FTE)	4	5	5	5	0
% of city's FTEs				1.28%	

Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Senior Services Manager	1	1	1	1	0
Driver	1	1	1	1	0
Senior Services Assistant/Driver	1	0	0	0	0
Senior Services Coordinator	0	1	1	1	0
Office Assistant	0	1	1	1	0
Senior Services Assistant	1	1	1	1	0
Total	4	5	5	5	0

SENIOR SERVICES SPECIAL REVENUE FUND

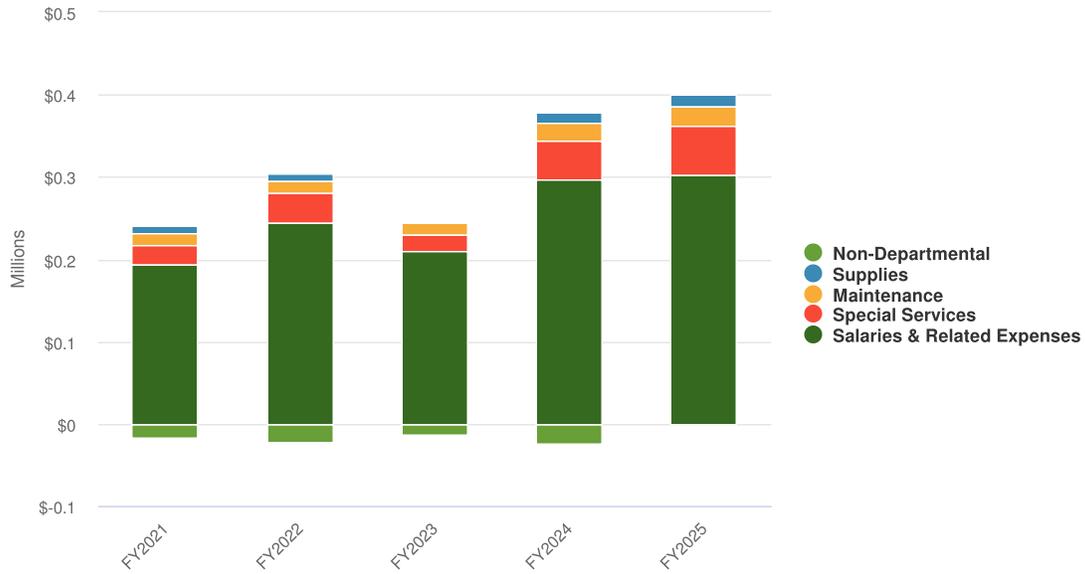
	Actual	Adopted	Adopted	Request	Change
Staff Summary	2022/23	2023/24	2024/25	2025/26	2024/25 to 2025/26

Full-time Equivalents (FTE)	1	2	2	2	0
% of city's FTEs				0.51%	

Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Cook	1	2	2	2	0
Total	1	2	2	2	0

Budgeted and Historical Expenditures by Expense Type



The following table presents the Senior Center's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$209,840	\$281,964	\$297,390	\$299,320	0.6%	\$1,930
Supplies	\$2,331	\$10,979	\$16,020	\$16,310	1.8%	\$290
Maintenance	\$13,811	\$16,610	\$24,360	\$29,980	23.1%	\$5,620
Special Services	\$20,655	\$53,187	\$56,990	\$65,870	15.6%	\$8,880
Non-Departmental	-\$13,503	-\$24,892	-\$10,000	-\$11,060	10.6%	-\$1,060
Total Expense Objects:	\$233,133	\$337,847	\$384,760	\$400,420	4.1%	\$15,660

Municipal Court

The San Luis Municipal Court's mission is to ensure that individuals appearing before the court or are seeking services from the court are treated equally, impartially, fairly, with compassion and integrity; to timely and efficiently resolve all matters, protect individuals' rights and liberties, uphold and interpret the law.



Accomplishments FY 2025

- The audiovisual system was upgraded in September 2024 to enhance courtroom technology and service delivery.
- Council approval for data room clean-up was obtained in the 1st Q of FY 2025 to improve data management.
- Court interpreter listening devices were upgraded in the 1st Q of FY 2025 to ensure accurate and accessible interpretation services.
- A Clerk I and Clerk II were hired in the 1st Q of FY 2025 to enhance administrative efficiency.
- Yuma County approval for Intergovernmental Agreements (IGAs) for Court Security and Court Interpreter services was obtained in September 2024 to strengthen partnerships.
- Technology upgrades and staffing adjustments are being finalized within budget and timelines to maintain fiscal responsibility.
- Funding sources for court security system upgrades and data room clean-up are being evaluated and secured to ensure financial stability.

Goals & Objectives FY 2026

Growth & Public Service Goal

Goal: "To enhance the efficiency and effectiveness of court operations."

- Draft written case processing and financial policies with collaboration of city departments.
- Train court and city staff on case processing and financial policies.
- Meet with City Manager and City Engineer to discuss necessity of new courthouse.
- Meet with architect to obtain a design quote.
- Contract with an architect to obtain designs of a new courthouse.

Economy Goal

Goal: "To optimize court operations through essential staffing."

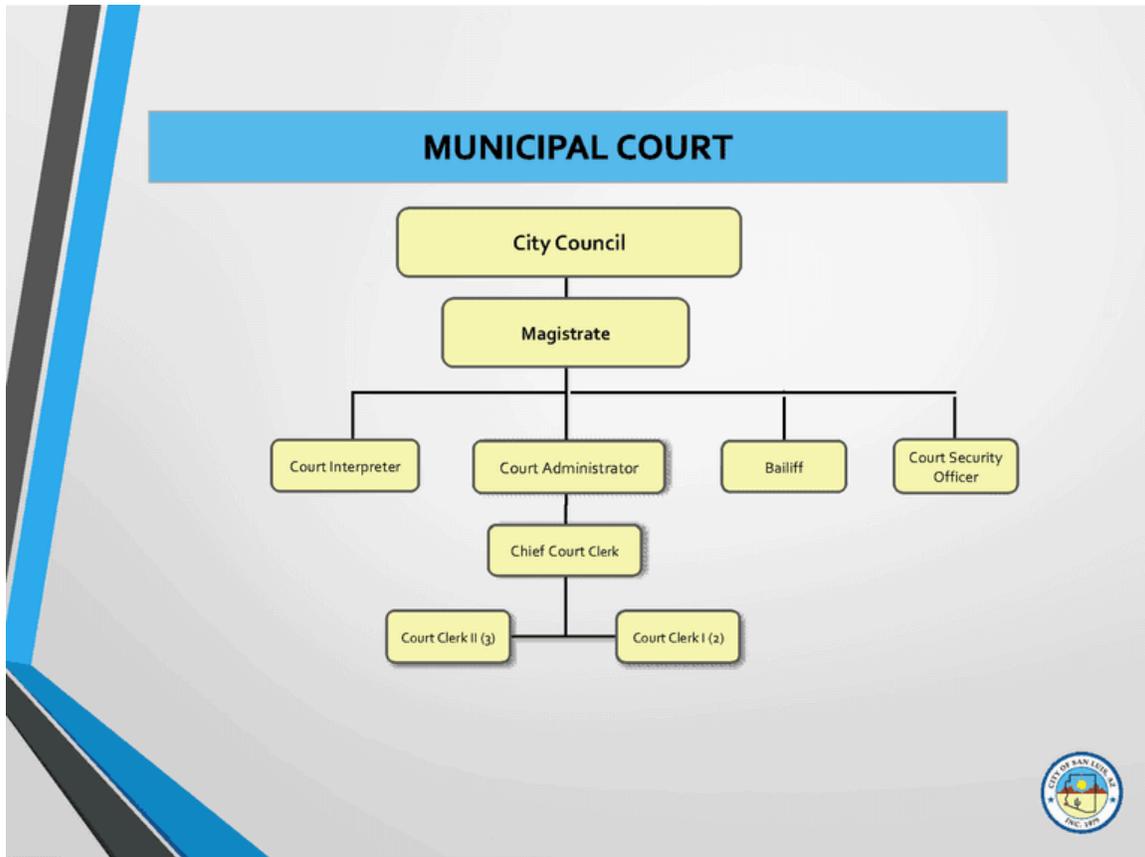
- Hire a Clerk II and Bailiff by the end of the 1st Q of FY 2026 to enhance court operations and improve administrative efficiency.
- Lower the amount of caseload each clerk handles to ensure accuracy and administrative efficiency.

Financial Sustainability Goal

Goal: "To ensure sustainable and responsible management of court resources and services."

- Present a draft of establishment/updating local court fees for council approval (first posting on the city website and following statute guidelines).
- Present the established/updated local court fees to city council for approval.
- Provide approved local court fees to the AOC to update the court case management system.
- Revise the local ordinance to conform with establishment/updated local court fees.

Organizational Chart

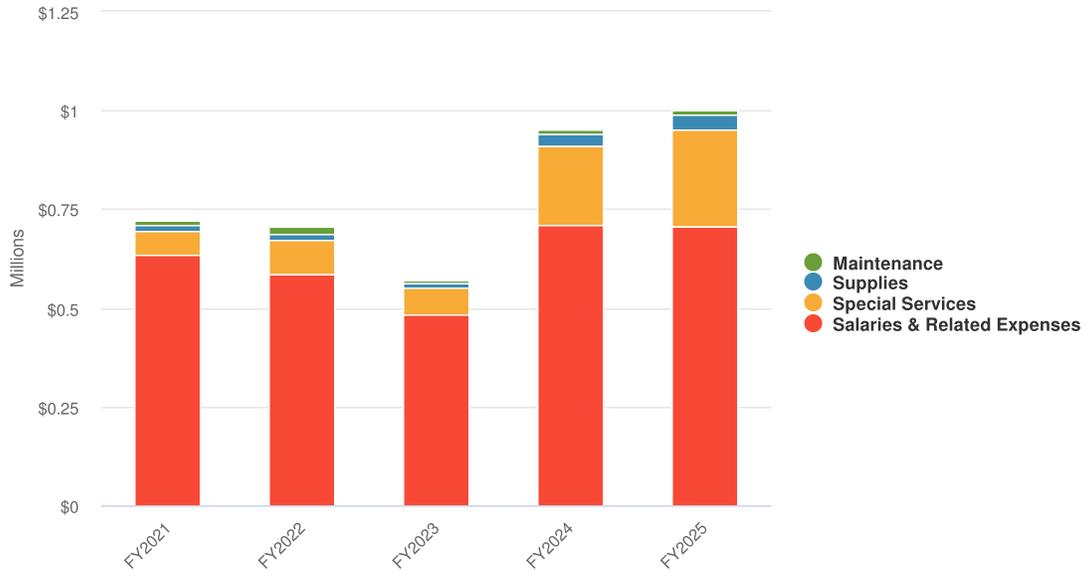


Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	11	11	11	11	0
% of city's FTEs				2.81%	
Authorized Personnel/Positions:					
Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Bailif	1	1	1	1	0
Court Clerk I	2	2	2	2	0
Court Clerk II	3	3	3	3	0
Court Security Officer	1	1	1	1	0
Court Interpreter	1	1	1	1	0
Court Administration	1	1	1	1	0
Chief Court Clerk	1	1	1	1	0
Magistrate	1	1	1	1	0
Total	11	11	11	11	0

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Municipal Court's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$482,777	\$449,768	\$687,620	\$643,090	-6.5%	-\$44,530
Supplies	\$10,833	\$17,331	\$37,500	\$39,350	4.9%	\$1,850
Maintenance	\$8,974	\$10,340	\$13,030	\$16,530	26.9%	\$3,500
Special Services	\$68,042	\$290,637	\$260,140	\$418,810	61%	\$158,670
Total Expense Objects:	\$570,625	\$768,076	\$998,290	\$1,117,780	12%	\$119,490

Police Department

It is the mission of the San Luis Police Department to work in partnership with our community to enforce the law, enhance the quality of life, provide a safe environment and reduce the fear of crime while affording dignity and respect to every individual in the City of San Luis. We will accomplish this mission by practicing community-oriented policing and problem-solving philosophy.



Accomplishments FY 2025

- Successfully secured approval for additional personnel, including three Police Officers, two Transit Enforcement Officers, and the reclassification of an Administrative Coordinator/Accreditation Specialist. One Police Officer position remains vacant, and interviews are underway for three Transit Enforcement Officers.
- Increased department outreach programs and events, launching new initiatives to strengthen community engagement and trust.
- Grant for Less-Lethal Equipment:Secured a \$38,000 grant in August 2024 for pepper ball equipment, with purchases already in progress to enhance public safety while minimizing the use of lethal force.
- Competitive Salaries for Retention:Continued collaboration with Human Resources to maintain competitive salaries. The communications section received a salary adjustment, though further market alignment is needed.

- Arizona Border Security Fund Utilization: Successfully secured funding and began purchasing critical equipment, including patrol vehicles, surveillance cameras, a communication tower, in-car video/audio recording systems, surveillance drones, and vehicle cellular antenna boosters.
- Homeland Security & ADPS Grants: Obtained funding in January 2025 for seven fully marked vehicles to support new positions, ensuring the department can meet increasing service demands.
- Arizona Law Enforcement Accreditation Program (ALEAP): Achieved accreditation in March 2025, reinforcing adherence to best practices, efficiency, and accountability.
- Arizona Border Security Fund Expenditures: Responsibly utilized \$1,001,416 of the requested \$2,014,300 for new equipment and technology, ensuring cost-effectiveness and compliance with financial guidelines.
- Opioid Settlement Fund Utilization: Successfully leveraged settlement funds to purchase drug testing equipment and provide specialized training for officers to combat opioid-related challenges.

Goals & Objectives FY 2026

Growth & Public Service Goal

Goal: "Enhance public safety and police department efficiency through strategic staffing, community engagement, and infrastructure development."

- Request and secure approval for additional personnel, including two (2) Police Sergeants, six (6) Police Officers, two (2) Communications Officers, and one (1) Property and Evidence Technician by the beginning of FY 2026 to address community growth and service demands.
- Increase the Department's community outreach program and events by 10% by the end of FY 2026, including launching additional Neighborhood Watch Programs, to enhance community engagement and trust.

Economy Goal

Goal: "Support the police department's efficiency and competitiveness through effective staffing, resource allocation, and accreditation."

- Work with the Human Resources Department to maintain competitive market salaries and a step salary program for police and communications officers throughout the fiscal year to improve retention and appeal for key positions.
- Utilize funding allocated from the Arizona Border Security Fund for the purchase of one (1) communication tower, fifteen (15) surveillance cameras, and seven (7) surveillance drones by June 30,

2027.

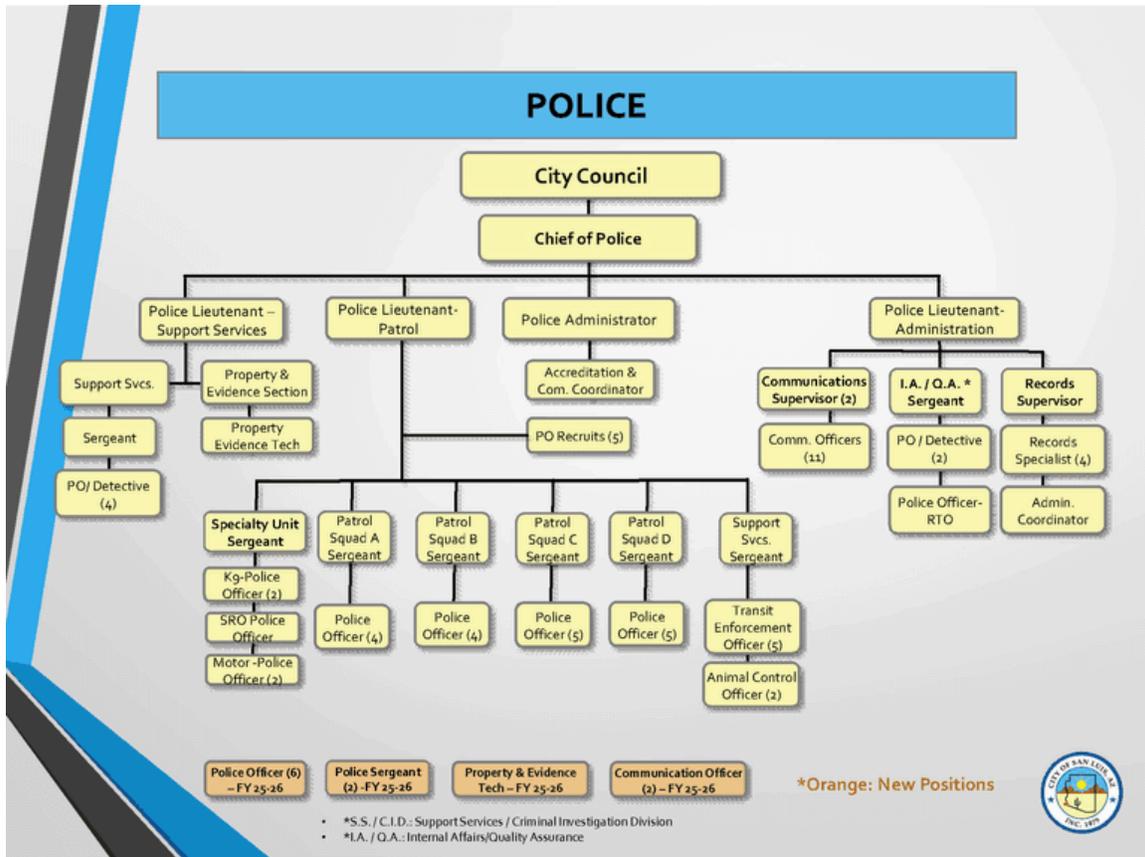
- Utilize funding allocated from the Arizona Department of Public Safety Local Border Support for the purchase of six (6) police explorer vehicles and fifty-two (52) mobile data computers and accessories by June 30, 2026.
- Pursued grants to secure additional funding from the Edward Byrne Memorial Justice Assistance Grant (JAG) Program for additional surveillance cameras.

Financial Sustainability Goal

Goal: "Ensure responsible financial management while expanding department capabilities and resources."

- Implement and maintain certification through the Arizona Law Enforcement Accreditation Program (ALEAP) by providing proof of compliance with standards by March 2025, ensuring adherence to best practices and efficient use of resources. Following this, police officers will be required to obtain a 4-year certification, reinforcing long-term adherence to ALEAP Standards and enhancing office accountability and performance.
- Utilize the requested \$2,014,300 from the Arizona Border Security Fund responsibly for purchasing new equipment and technology, ensuring cost-effectiveness and adherence to financial guidelines before the end of FY 2027.
- Utilize the requested \$956,478.50 from the Arizona Department of Public Safety Local Border Support Fund responsibly for purchasing new equipment and technology, ensuring cost-effectiveness and adherence to financial guidelines by FY 2026.

Organizational Chart



Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	66.4	70	75	86	11
% of city's FTEs				21.99%	

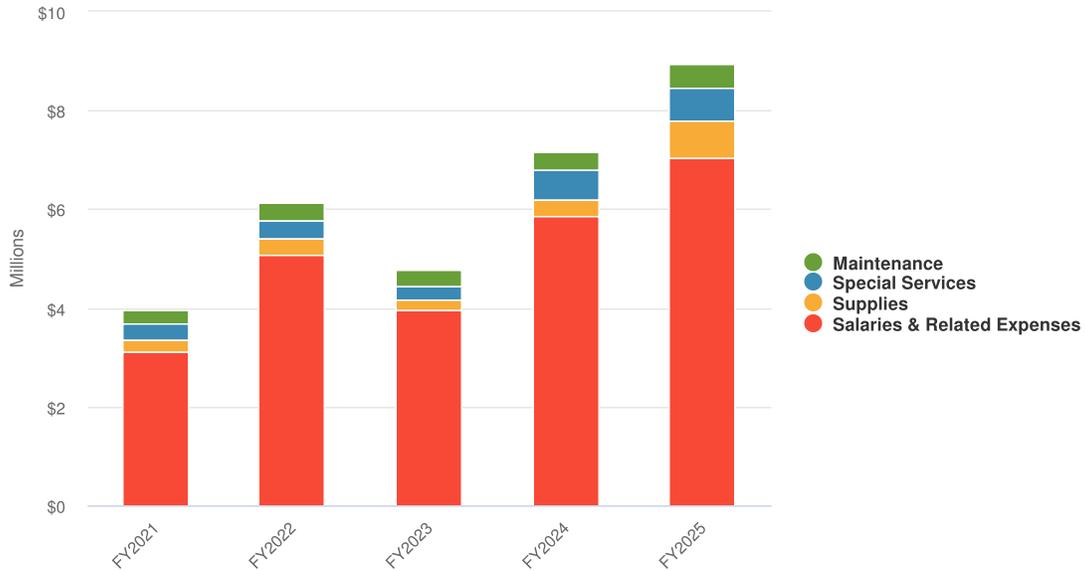
Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Transit Enforcement Officer	3	3	5	5	0
Police Record Clerk	2	4	4	4	0
Administrative Coordinator	3	2	1	1	0
Accreditation Specialist	0	0	1	1	0
Police Administrator	0	1	1	1	0
Police Record Supervisor	0	1	1	1	0
Animal Control Officer	2	2	2	2	0
Property and Evidence Technician	1	1	1	2	1
IT Specialist Public Safety	0.4	0	0	0	0
Communication Officer	10	10	10	12	2
Communication Supervisor	2	2	2	2	0
Police Officer	31	32	35	41	6
Police Sergeant	8	8	8	10	2
Police Lutenant	3	3	3	3	0
Commander	0	0	0	0	0
Police Chief	1	1	1	1	0
Total	66.4	70	75	86	11



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents Police Department expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$3,968,926	\$5,840,274	\$6,326,050	\$7,846,760	24%	\$1,520,710
Supplies	\$211,440	\$337,505	\$538,800	\$650,250	20.7%	\$111,450
Maintenance	\$317,500	\$388,623	\$484,710	\$444,010	-8.4%	-\$40,700
Special Services	\$273,783	\$535,528	\$611,820	\$690,580	12.9%	\$78,760
Total Expense Objects:	\$4,771,649	\$7,101,929	\$7,961,380	\$9,631,600	21%	\$1,670,220

Fire Department

The San Luis Fire Department's (SLFD) mission is to provide safety and security for the lives and property in the San Luis community. The goal of the San Luis Fire Department is to provide high quality, timely, and compassionate services to the residents it serves; fire protection services, emergency medical services, and hazardous materials protection. The values that guide Fire staff interaction among themselves and those they serve are honesty, integrity, respect, compassion, trust, and pride.



Accomplishments FY 2025

- Continued Emergency Services for San Luis Residents: The department successfully maintained EMS, fire suppression, and emergency response capabilities, ensuring public safety and well-being.
- Enhanced Fire Personnel Training: Fire personnel participated in ongoing training and educational opportunities, fostering continuous growth and knowledge enhancement.
- Strategic Growth Planning: A comprehensive growth plan for San Luis was developed and implemented, ensuring preparedness for increased service demands as the city expands.
- Improved Service Delivery: The department identified and implemented key enhancements to service efficiency and effectiveness, improving emergency response for San Luis residents.
- Maintained Regional Collaboration: Mutual aid agreements and collaborations with Yuma County fire departments, especially the City of Somerton, were successfully upheld, enhancing regional emergency response efforts.

- Re-Establishment of a HazMat Team: The department made significant progress in re-establishing a 24/7 HazMat response team, improving the ability to handle hazardous materials incidents.
- Cross-Border Emergency Support: Fire departments along the Mexican border received continued support, strengthening international cooperation in emergency response efforts.
- Fire Station #2 Construction Progress: Construction of Fire Station #2 on the east side of San Luis is on track, improving response times and service coverage.
- Acquisition of a New Ladder Truck: The department secured funding and initiated the acquisition process for a new ladder truck, ensuring the maintenance of the ISO rating and enhancing fire suppression capabilities.
- Advancement in Regional Communication Systems: The department actively contributed as a stakeholder in the Yuma Regional Communications System, implementing new software, hardware, and mobile data computers for better information sharing.
- Professional Development and Industry Engagement: Active participation in professional organizations, including the Yuma County Fire Officers Association and Arizona Fire Chiefs Association, ensured that the department stayed informed about industry best practices.
- Successful Fire Prevention Week Initiative: The department continued its annual Fire Prevention Week efforts, educating approximately 1,800 students across seven schools, reinforcing fire safety awareness in the community.

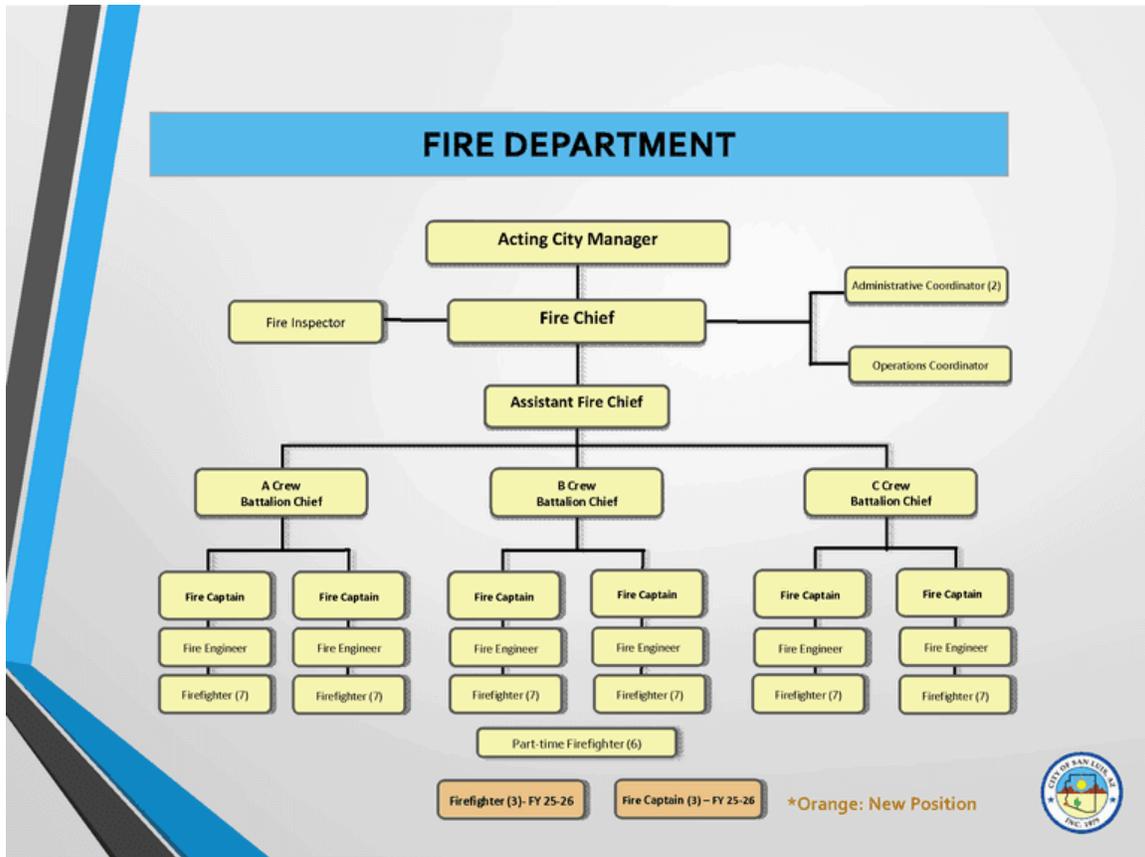
Goals & Objectives FY 2026

- Enhance Response Times: The department aims to reduce emergency response times for all calls within city limits. The goal is to decrease the average response time from 8 minutes to 6 minutes by implementing new dispatch protocols and conducting monthly response drills. Faster response times will improve public safety and emergency outcomes, with the objective set to be achieved within the next 12 months.
- Improve Firefighter Training & Certifications: The department seeks to increase the number of certified firefighters in specialized areas. The target is for 80% of firefighters to complete hazardous materials training. This will be accomplished through quarterly training sessions and partnerships with regional training academies. Enhancing firefighter skill sets and department readiness is essential, with completion expected by the end of the next fiscal year.
- Strengthen Community Fire Prevention & Education: The goal is to expand fire prevention programs for both residents and businesses. The department plans to conduct at least five fire safety workshops and reach 100 community members. Coordination with schools, senior centers, and local

businesses will facilitate outreach efforts. By increasing public awareness and reducing fire risks, this initiative is expected to be completed within the next 10 months.

- Upgrade Firefighting Equipment & Facilities: The department intends to modernize firefighting gear and upgrade station infrastructure. The objective is to replace 50% of outdated equipment and improve station maintenance. This will be achieved by applying for grants and allocating budget funds for necessary purchases. These improvements will enhance firefighter safety and operational efficiency, with a timeline of 18 months for completion.
- Increase Firefighter Retention & Recruitment: To maintain a strong and experienced firefighting force, the department aims to enhance recruitment and retention efforts. The goal is to reduce firefighter turnover by 10% and recruit at least six new firefighters. This will be accomplished through mentorship programs and offering competitive benefits. The department expects to meet this objective by the end of the next recruitment cycle.

Organizational Chart

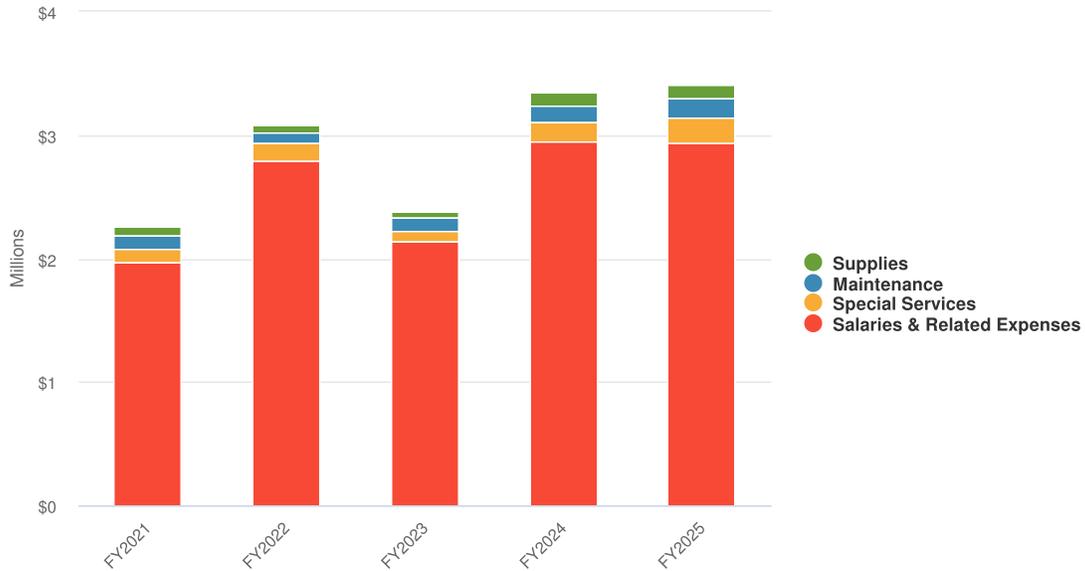


Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	30.7	24.3	27.3	33.3	6
% of city's FTEs				8.52%	
Authorized Personnel/Positions:					
Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Office Assistant	1	0	0	0	0
Administrative Coordinator	0.5	2	2	2	0
Operations Coordinator	0	0.5	0.5	0.5	0
Fire Inspector	1	1	1	1	0
Assistant Fire Chief	0.5	0.8	0.8	0.8	0
Fire Chief	0.5	0.8	0.8	0.8	0
Fire Capitan	3	4.8	4.8	7.8	3
Firefighter	18	9	12	15	3
Fire Engineer	6	3	3	3	0
Fire Battalion Chief	0	2.4	2.4	2.4	0
IT Specialist Public Safety	0.2	0	0	0	0
Total	30.7	24.3	27.3	33.3	6

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Fire Department's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$2,137,020	\$2,818,608	\$2,913,890	\$3,971,490	36.3%	\$1,057,600
Supplies	\$53,605	\$117,014	\$106,750	\$137,250	28.6%	\$30,500
Maintenance	\$105,250	\$126,344	\$209,800	\$178,750	-14.8%	-\$31,050
Special Services	\$88,785	\$180,798	\$198,920	\$215,070	8.1%	\$16,150
Total Expense Objects:	\$2,384,660	\$3,242,763	\$3,429,360	\$4,502,560	31.3%	\$1,073,200

Fire Department East

The East Side Fire Station will provide faster response times to the east side of town.

With the way San Luis is growing we need a presence out east.

We will have an ambulance, a response vehicle and a Fire Truck to meet the demands of calls for service.



Staff Summary Schedule

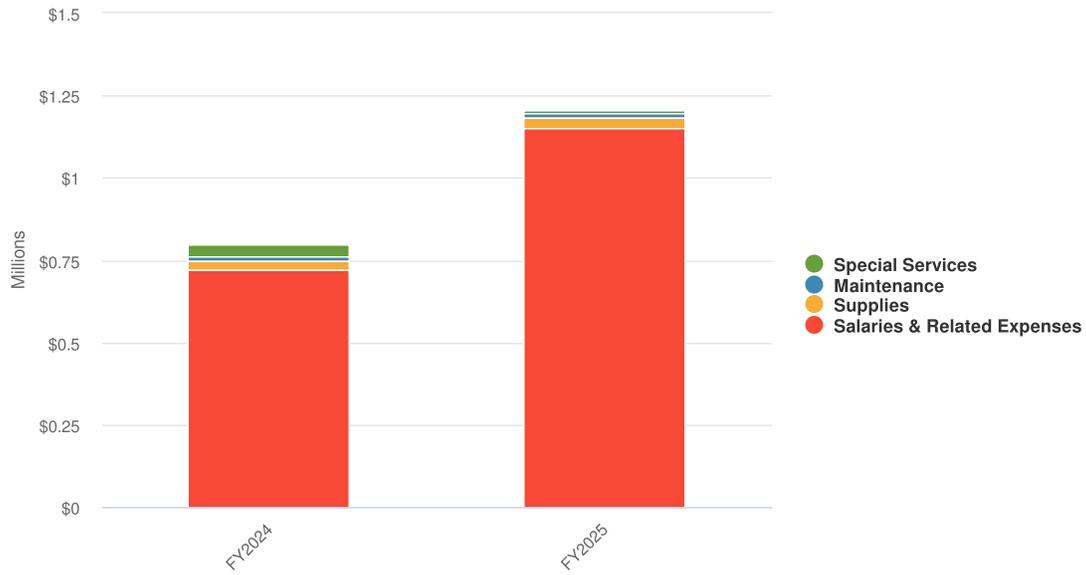
Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	0	12	12	12	0
% of city's FTEs				3.07%	

Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Office Assistant	0	0	0	0	0
Administrative Coordinator	0	0	0	0	0
Fire Inspector	0	0	0	0	0
Assistant Fire Chief	0	0	0	0	0
Fire Chief	0	0	0	0	0
Fire Capitan	0	0	0	0	0
Firefigther	0	9	9	9	0
Fire Engineer	0	3	3	3	0
Fire Battalion Chief	0	0	0	0	0
IT Specialist Public Safety	0	0	0	0	0
Total	0	12	12	12	0

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Fire Department East Estation budget expenditures for FY 2024

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$0	\$901,560	\$1,149,420	\$1,107,720	-3.6%	-\$41,700
Supplies	\$0	\$22,695	\$24,000	\$32,000	33.3%	\$8,000
Maintenance	\$0	\$10,334	\$0		N/A	\$0
Special Services	\$0	\$12,500	\$11,340	\$20,620	81.8%	\$9,280
Total Expense Objects:	\$0	\$947,090	\$1,184,760	\$1,160,340	-2.1%	-\$24,420

Ambulance Services

The Ambulance Services Division is administered by the San Luis Fire Department, whose mission is to provide safety and security for the lives in the San Luis community. The goal of the Ambulance Services Division is to provide high quality, timely, and compassionate emergency medical services to the residents it serves. The values that guide Ambulance staff interaction among themselves and those they serve are honesty, integrity, respect, compassion, trust, and pride.



Accomplishments FY 2025

- Expanded EMS Coverage: Successfully acquired a fourth full-time ALS ambulance, improving emergency medical service (EMS) coverage and ensuring a timely response to emergencies.
- Enhanced Staffing and Patient Care: Hired six additional paramedics to staff the new ambulance, increasing the level of care provided to San Luis residents.
- Maintained High EMS Retention Rates: Achieved a 99% retention rate for emergency transportation services within the San Luis area, ensuring continued local access to critical medical care.
- Continued Community Safety Education: Provided ongoing CPR and First Aid classes to the community, enhancing public safety awareness and improving emergency response capabilities.
- Strengthened EMS Personnel Training: Ensured continuous growth and knowledge development for all ambulance personnel, maintaining a high level of readiness for various emergency situations.
- Improved Regional Emergency Communications: Became an active stakeholder in the Yuma Regional Communications System, enhancing communication, data sharing, and resource coordination among emergency service providers in Yuma County.
- Supported Cross-Border and Statewide Emergency Response: Continued assisting fire departments along the Mexican border and serving as a resource for the Arizona State Mutual Aid System, promoting collaboration in emergency response efforts.

Goals & Objectives FY 2026

- **Improve Emergency Response Times:** The department aims to reduce ambulance response times for all service calls. The goal is to decrease the average response time from 8 minutes to 6 minutes. This will be achieved by optimizing dispatch procedures, conducting regular route training, and implementing GPS tracking improvements. Faster response times will enhance patient outcomes, and this goal is set to be accomplished within 12 months.
- **Enhance EMT Training & Certifications:** The department plans to increase the number of EMTs and paramedics certified in advanced life support (ALS). To measure progress, 90% of EMT staff must complete at least one advanced training course. This will be accomplished by partnering with local training institutions and scheduling quarterly training sessions. Improving training will enhance patient care and readiness for critical situations, with completion targeted within 18 months.
- **Strengthen Community CPR & First Aid Education:** The department will expand public CPR and first aid training courses to increase community preparedness. The goal is to train at least 100 community members in these lifesaving skills. This will be achieved by hosting monthly training sessions and collaborating with schools and businesses. Increasing the number of trained individuals will improve survival rates for cardiac and medical emergencies. This initiative is expected to be completed within 12 months.
- **Upgrade Ambulance Equipment & Technology:** The department seeks to modernize medical equipment and communication systems in all ambulances. The objective is to replace at least 30% of outdated medical equipment and install new communication systems. This will be accomplished by applying for grants and allocating budget funds for necessary upgrades. Enhancing medical equipment and technology will improve patient care and operational efficiency, with completion planned within 24 months.
- **Increase Ambulance Fleet Availability & Maintenance:** The department aims to reduce ambulance downtime caused by mechanical issues. The goal is to decrease maintenance-related downtime by 30%. This will be achieved by implementing a proactive maintenance schedule and acquiring one additional ambulance. Ensuring ambulance availability is crucial for continuous emergency medical services, and this goal is set to be completed within 18 months.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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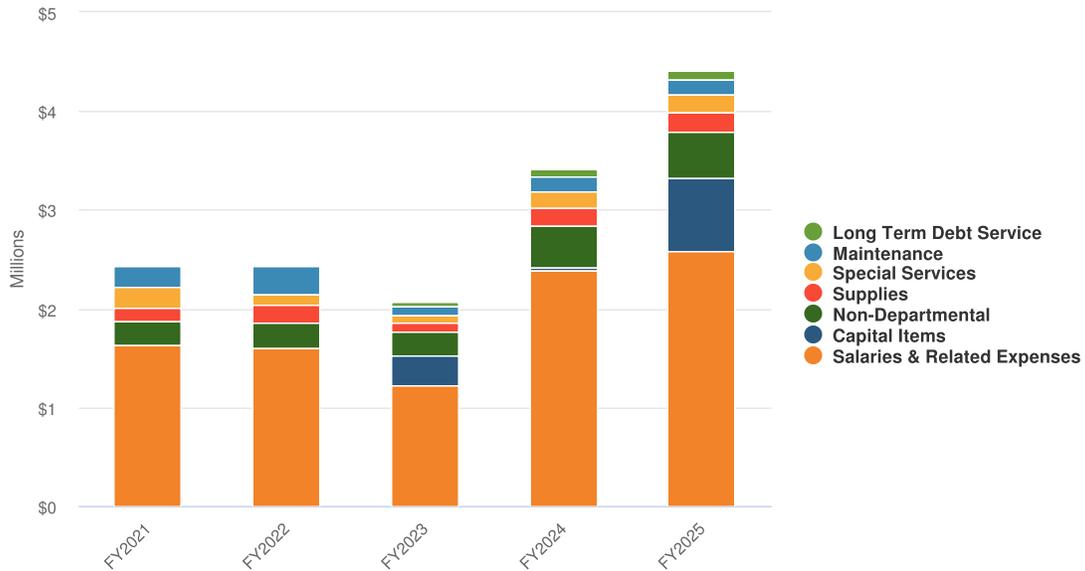
Full-time Equivalents (FTE)	22.2	26.2	29.2	29.2	0
% of city's FTEs				7.47%	

Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Administrative Coordinator	0.5	0	0	0	0
Ambulance Coordinator	0.0	1.5	1.5	1.5	0
Assistant Fire Chief	0.5	0.2	0.2	0.2	0
Fire Chief	0.5	0.2	0.2	0.2	0
Fire Capitan	3	1.2	1.2	1.2	0
Communication Officer	1	1	1	1	0
Accounting Specialist	1	0	0	0	0
Battalion Chief	0	0.6	0.6	0.6	0
Firefigther	15.5	21.5	24.5	24.5	0
IT Specialist Public Safety	0.2	0	0	0	0
Total	<u>22</u>	<u>26.2</u>	<u>29.2</u>	<u>29.2</u>	<u>0</u>



Budgeted and Historical Expenditures by Expense Type



The following table presents the Ambulance Services Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$1,219,455	\$2,352,405	\$2,579,490	\$2,738,490	6.2%	\$159,000
Supplies	\$95,323	\$205,121	\$211,100	\$242,600	14.9%	\$31,500
Maintenance	\$85,676	\$369,639	\$181,300	\$176,730	-2.5%	-\$4,570
Special Services	\$79,894	\$125,094	\$179,940	\$208,700	16%	\$28,760
Long Term Debt Service	\$47,300	\$20,864	\$77,900	\$78,000	0.1%	\$100
Non-Departmental	\$242,461	\$353,039	\$470,825	\$516,670	9.7%	\$45,845
Capital Items	\$300,695			\$440,060	N/A	\$440,060
Total Expense Objects:	\$2,070,803	\$3,426,162	\$3,700,555	\$4,401,250	18.9%	\$700,695

Information Technology

IT support staff members provide City of San Luis employees who encounter technical issues with hardware, software, or network systems. Ensuring issues are resolved promptly to minimize disruption of City of San Luis operations.

In addition, the IT infrastructure staff are responsible for provisioning, configuring, and managing servers, switches, firewalls, databases, and applications hosted by the City of San Luis and act as the liaison to services offered by the Arizona State Cyber Readiness Grant program and the Yuma Regional Communications Systems Consortium.

Together, IT support and infrastructure operations play a crucial role in ensuring that technology systems are reliable, secure, and optimized to meet the organization's needs.



Accomplishments FY 2025

- Migration to SharePoint/Server Decommission (Completed September 2025)
Migrated 16 network file shares to Office 365 SharePoint, saving approximately \$25,000 in on-premise infrastructure costs by avoiding the replacement of end-of-life servers. The transition leveraged the existing Office 365 subscription and enabled enhanced collaboration features, improving future productivity and providing tools for e-discovery.
- End of Life Printer Replacement (Completed September 2025)
Replaced 16 Smart Office printers that had reached the end of their lease and were no longer supported. This replacement helped avoid service contract price hikes related to obsolete devices, ensuring lower costs and better service for ongoing operations.

- Mimecast Migration to Proofpoint Email Filter (Completed July 2025)
Migrated from Mimecast to Proofpoint email filtering, enhancing security with features like link browser isolation and more accurate phishing email blocking. This transition improved overall email security, safeguarding users and reducing the risk of cyber threats.
- Migration to Proofpoint Email Filter (Completed July 2025)
By transitioning to Proofpoint, the city not only upgraded its cybersecurity posture but also potentially avoided the financial costs of handling future phishing threats, which could result in more significant losses if left unaddressed.
- Higherground 911 Call and Radio Recording Server Upgrade (Completed March 2025)
Upgraded the Higher Ground server for Police and Fire Dispatch, ensuring up-to-date features and integrations, including the 911 remote calling feature. This upgrade enhances emergency services' efficiency, reducing operational costs by eliminating outdated systems.
- Protect SAAS Applications – Trusted Endpoint Access (Completed June 2025)
Transitioning employees to city-issued phones and enforcing security policies through Mobile Device Management (MDM) helps to ensure compliance with public record requests, security policies, and reduces the risk of costly data breaches. This initiative streamlines device management and minimizes risks, saving potential future financial costs related to data loss.
- Video Surveillance System Upgrade (Completed June 2025)
- Enhanced surveillance coverage by wiring additional buildings such as the Court, Police Department, Cultural Center, Pool, and Senior Center to address blind spots. This upgrade improves public safety by enabling real-time monitoring and quicker response to incidents in these areas.
- Laserfiche Application Upgrade/Cloud Migration (Completed July 2025)
- Migrated Laserfiche to a cloud-based solution, ensuring the Clerk's office continued to have reliable access to essential data. This upgrade allows the city to benefit from system maintenance handled by Laserfiche, ensuring data availability and operational continuity without increasing costs.
- Migration to SharePoint/Server Decommission (Completed September 2025)
The migration from on-premise servers to SharePoint Online improved data access, reduced infrastructure costs, and provided future scalability options, helping streamline IT operations and increase productivity across departments.
- Protect SAAS Applications – Trusted Endpoint Access (Ongoing)
Transitioning employees to city-issued devices ensures consistency in device management and enhances data security. By enforcing MDM policies, this initiative mitigates security risks, which

helps to safeguard the city's critical infrastructure and services.

- These accomplishments reflect significant progress in improving security,
- Public Works Remodeling Low Voltage Wiring (Completed June 2025)

As part of the Public Works wing remodeling, low voltage wiring will be added to support workstations, conference rooms, and office areas. This ensures seamless connectivity and functionality, fostering a more efficient working environment for Public Works personnel.

- Radio Tower Construction (Ongoing)

The project for building a new radio tower is in the early stages, awaiting a kick-off call from the project manager. This infrastructure will enhance communication capabilities, especially for emergency services and public safety operations.

- Border Wait Camera Addition (Completed June 2025)

Adding two additional cameras to monitor Border exit wait times, improving operational efficiency at the border and enhancing data collection. Installation is awaiting the issuance of a purchase order by the procurement team.

Goals & Objectives FY 2026

Radio Communications Shelter Construction

Financial Sustainability:

- Constructing a radio communications shelter will ensure that the city can continue to support communication infrastructure with lower maintenance costs and fewer service disruptions, ultimately leading to long-term cost savings.

◦ Economy:

- This shelter plays a vital role in maintaining the city's communication systems, which support the day-to-day operations of various departments. A stable communication infrastructure is crucial for the efficient functioning of city services.

◦ Public Service:

- The shelter will enhance the city's ability to provide reliable communication services, which is essential for public safety, emergency response, and ensuring that all departments can work seamlessly together for the benefit of the community.

Network Infrastructure Replacement

◦ Financial Sustainability:

- Replacing the 40 network switches and enrolling them in a support contract will help avoid unexpected maintenance costs and long-term inefficiencies. A support contract provides predictable expenses and ensures timely updates, protecting the city from potential cyber threats that could lead to costly recovery.

◦ Economy:

- By upgrading the network infrastructure, the city ensures that its services are not disrupted due to outdated technology. This upgrade is key to supporting future technological advancements and continued growth in the city's operations.

◦ Public Service:

- This upgrade will directly improve the security and reliability of the city's network, enabling staff to perform their duties effectively. It ensures that public services remain accessible and secure, fostering improved service delivery for citizens.

Data Governance Strategy Planning

- **Financial Sustainability:**
- Developing a data governance strategy for Office 365 ensures that the city adheres to records retention policies, reducing the risk of fines and penalties due to non-compliance. It will also streamline data management processes, lowering the costs of data storage and maintenance in the long term.
- **Economy:**
- Implementing effective data governance will optimize how the city utilizes and manages its data, leading to more informed decision-making, better allocation of resources, and higher operational efficiency across departments.
- **Public Service:**
- A solid data governance strategy ensures that the city's data is managed properly, safeguarding sensitive information. This builds public trust and ensures that essential records are retained according to legal and regulatory standards, thereby improving transparency and accountability.

Citywide Intranet SharePoint Site for Staff

- **Financial Sustainability:**
- By centralizing shared resources and improving access to internal information, this intranet site will reduce the need for third-party tools, lowering operational costs. It will also save time for staff members who previously had to navigate multiple systems to access resources.
- **Economy:**
- The intranet site will support the city's economy by streamlining internal processes and improving employee collaboration. By providing quick access to essential resources, the city can operate more efficiently, saving time and improving productivity across departments.
- **Public Service:**
- This platform will enhance communication within the city administration, making it easier for staff to coordinate and share information. The improved collaboration will translate into better service delivery to the public, ensuring that city services run smoothly and effectively.

Migrate Analog Phone Lines to Electronic Faxing

- **Financial Sustainability:**
- Migrating from costly analog phone lines to a cloud-based electronic faxing service will result in significant savings, with a more predictable and lower annual fee. The reduction in maintenance costs for analog lines and the elimination of their security risks will ensure financial sustainability.
- **Economy:**
- By transitioning to electronic faxing, the city will benefit from greater efficiency in communication while reducing reliance on outdated and expensive technology. The improved faxing system will also support remote working and paperless processes, fostering a more modern and cost-effective workplace.
- **Public Service:**
- The migration to electronic faxing will enhance security by ensuring sensitive documents are transmitted securely and efficiently. This change will improve overall operational efficiency in delivering city services while reducing the potential for lost or intercepted sensitive information.

Implement ZTNA (Zero Trust Network Access) for Improved Remote Access

- **Financial Sustainability:**
- Implementing a ZTNA solution reduces the risk of costly security breaches and the associated recovery costs. By securing remote access and minimizing the complexity of managing multiple

VPNs, the city ensures that its technology investments are protected and that ongoing maintenance costs are optimized.

- **Economy:**

- ZTNA improves remote access for exempt employees, which can enhance overall productivity by providing reliable, secure connections to the city's internal systems. This solution also promotes flexibility in the workplace, which can contribute to long-term employee satisfaction and retention.

- **Public Service:**

- By implementing ZTNA, the city ensures that employees working remotely have secure and reliable access to the resources they need to perform their jobs. This will directly improve public service delivery, especially during times when remote work is necessary, such as during public health emergencies or other critical situations.

Move from PRI Analog Channel to SIP or Cloud-Based Phone System

- **Financial Sustainability:**

- Transitioning to an internet-based phone system will significantly reduce long-term costs by eliminating the need for costly PRI analog lines and providing a more scalable, future-proof solution. This move will prevent further annual price hikes associated with analog phone systems.

- **Economy:**

- The move to SIP or cloud-based phone services supports the city's long-term strategy for technological advancement. It provides a more flexible and cost-effective phone system, allowing for scalability as the city grows, and improving the efficiency of communication systems across departments.

- **Public Service:**

- A modern phone system will improve communication between city employees, departments, and the public. By eliminating outdated technology and offering a more reliable, scalable system, the city will ensure that its communication infrastructure meets the evolving needs of public service delivery.

CDVI Door Access Control Replacement with Verkada

- **Financial Sustainability:**

- Replacing the current access control system with a cloud-based solution will reduce maintenance costs and increase efficiency in managing employee access. By streamlining the access control process, the city ensures better security while minimizing the cost of managing and maintaining the old system.

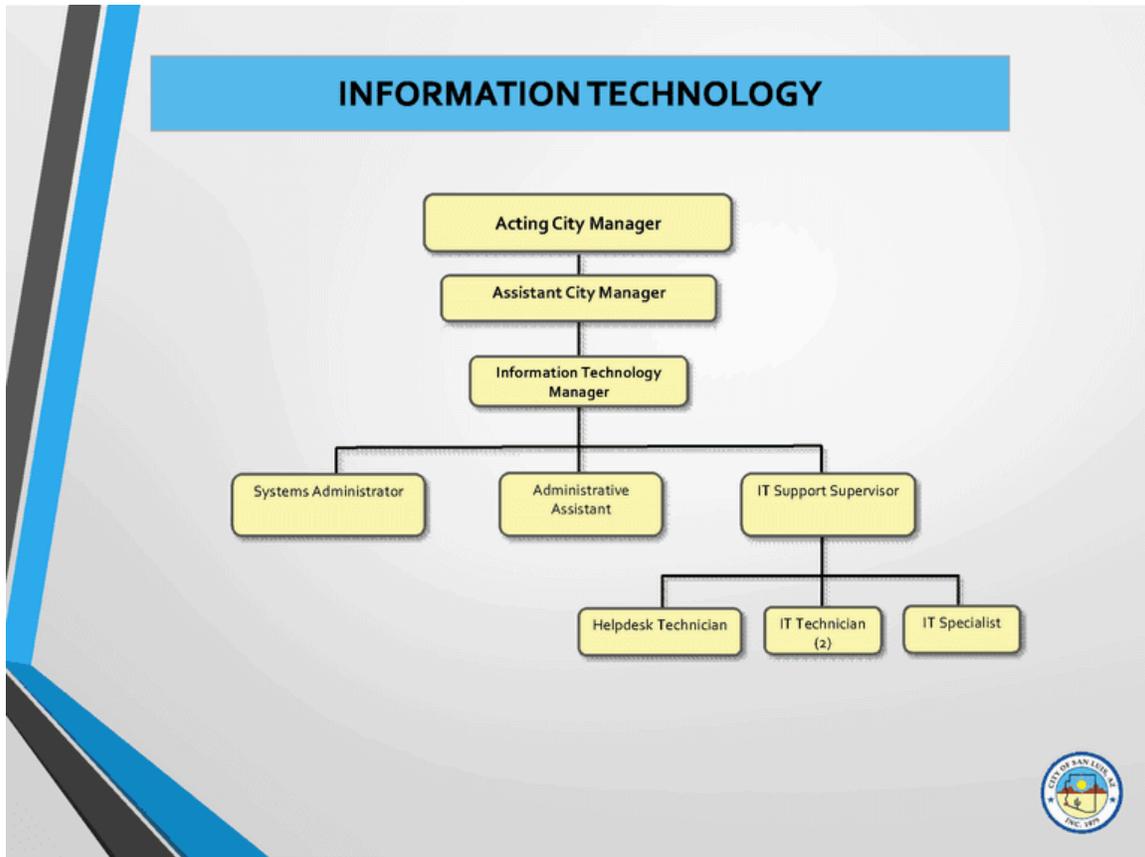
- **Economy:**

- A modernized access control system will allow the city to better manage its physical infrastructure. The enhanced features of the Verkada system, such as extended retention of access logs and better integrations, will improve operational efficiency and security across city buildings.

- **Public Service:**

- Upgrading to a cloud-based access control system will improve security for city employees and visitors. The system's ability to easily manage access rights ensures that city facilities are secure and that personnel can access necessary areas quickly and efficiently, enhancing overall service delivery.

Organizational Chart

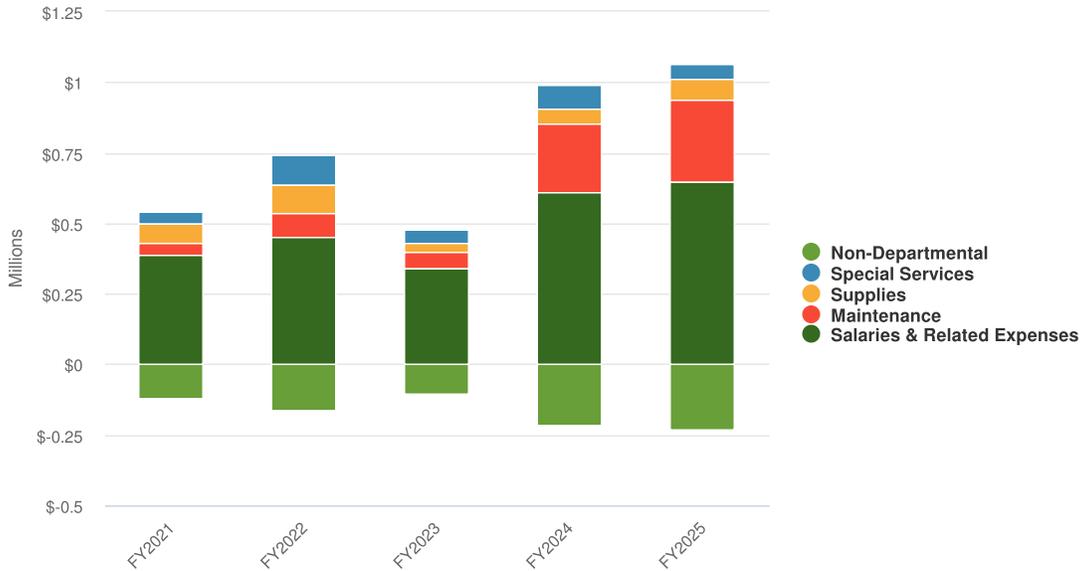


Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	7.2	8	8	8	0
% of city's FTEs				2.05%	
Authorized Personnel/Positions:					
Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
IT Manager	1	1	1	1	0
Systems Administrators	1	1	1	1	0
IT Technician	2	2	1	1	0
Graphics and Media Specialist	1	0	0	0	0
Administrative Coordinator	0	0	0	0	0
Administrative Assistant	0	1	1	1	0
IT Help Desk Technician	1	1	2	2	0
IT Specialist Public Safety	0.2	0	0	0	0
IT Specialist	0	1	1	1	0
IT Support	0	0	1	1	0
Network & IT Security Admin	1	1	0	0	0
Total	7.2	8	8	8	0

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



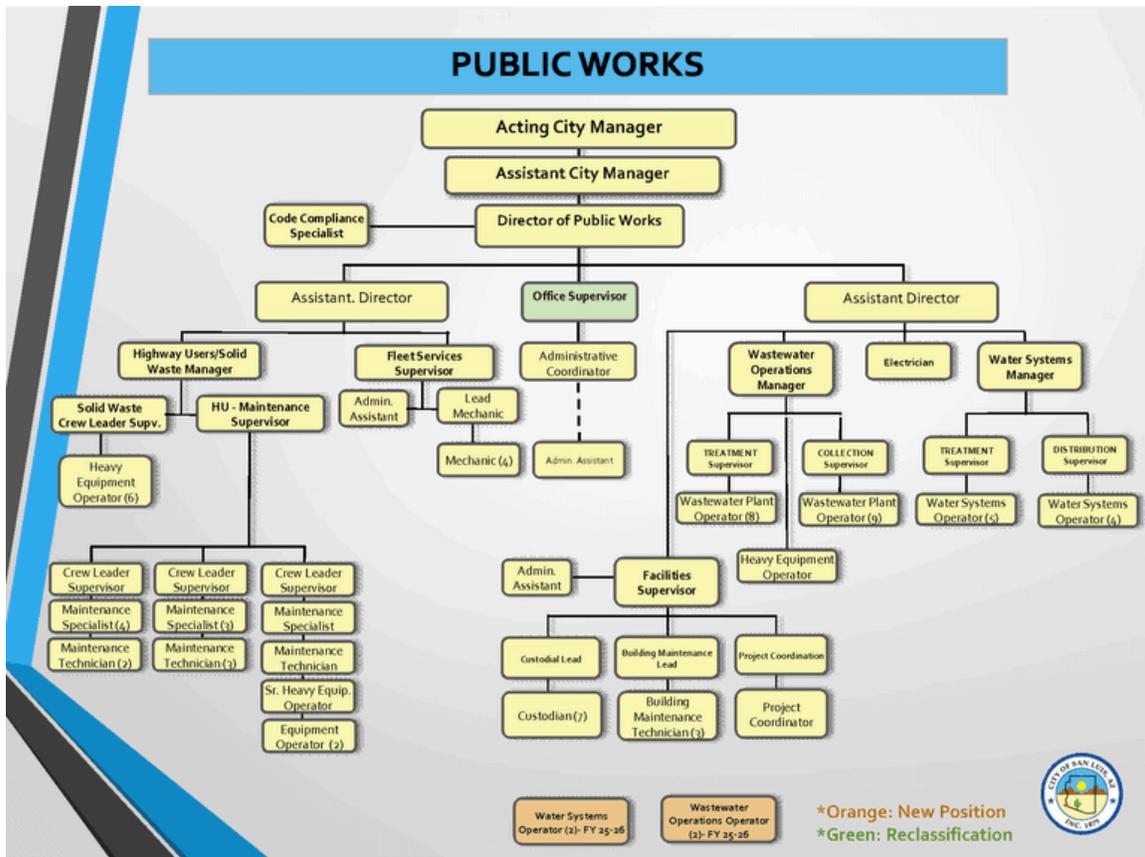
The following table presents the Information Technology Department's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$341,207	\$618,471	\$575,980	\$650,640	13%	\$74,660
Supplies	\$31,179	\$52,669	\$106,200	\$138,500	30.4%	\$32,300
Maintenance	\$57,508	\$184,605	\$412,030	\$406,080	-1.4%	-\$5,950
Special Services	\$45,927	\$58,353	\$109,190	\$58,950	-46%	-\$50,240
Non-Departmental	-\$105,235	-\$202,120	-\$267,650	-\$311,730	16.5%	-\$44,080
Total Expense Objects:	\$370,586	\$711,978	\$935,750	\$942,440	0.7%	\$6,690

Public Works Administration

The mission of the Public Works Department is to effectively maintain and develop public infrastructure to enhance the quality of life of our residents and businesses by using our available resources in a prudent and cost effective manner consistent with the vision and goals of the community. The Public Works department oversees the Solid Waste, Waste-Water and Water divisions, as well as the operations for Fleet and Highway Users. It is important to note that this is a new department that was introduced on FY 23.

Organizational chart



Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	0	6	7	7	0
% of city's FTEs				1.79%	

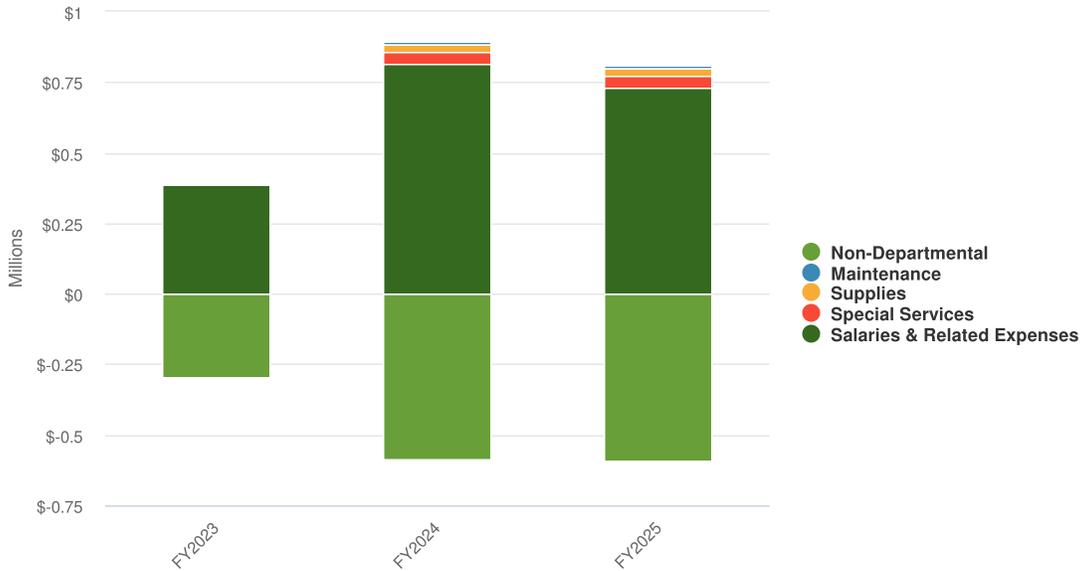
Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Assistant Director of Public Work	0	2	2	2	0
Director of Public Work	0	1	1	1	0
Administrative Assistant	0	0	1	1	0
Office Supervisor	0	0	0	1	1
Administrative Coordinator	0	2	2	1	-1
Code Compliance Specialist	0	1	1	1	0
Engineering Technician	0	0	0	0	0
Civil Engineering	0	0	0	0	0
Total	<u>0</u>	<u>6</u>	<u>7</u>	<u>7</u>	<u>0</u>



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$388,779	\$652,265	\$670,940	\$714,250	6.5%	\$43,310
Supplies	\$5,707	\$25,463	\$20,900	\$17,900	-14.4%	-\$3,000
Maintenance	\$2,775	\$12,160	\$11,000	\$7,500	-31.8%	-\$3,500
Special Services	\$3,597	\$23,818	\$44,940	\$37,630	-16.3%	-\$7,310
Non-Departmental	-\$292,751	-\$478,318	-\$546,700	-\$565,000	3.3%	-\$18,300
Total Expense Objects:	\$108,107	\$235,387	\$201,080	\$212,280	5.6%	\$11,200

Highway User Division

The Highway Users Division facilitates the general public's pedestrian and vehicular movement in a safe and orderly manner by providing general maintenance and repair of all City streets, signs, and traffic control signals and devices.

The division is also responsible for after-hours support to emergency responders, as well as for installation of new roadway signs and markings, replacement of damaged signs and markings, requests for removal of graffiti, general right-of-way maintenance, and storm water collection infrastructure maintenance.



Accomplishments FY 2025

- Complete traffic signal installations Co. 22 and 4th Ave.
- Began roadway improvements at Co. 22nd and Sidewinder Road.
- Began roadway improvements at Co. 22nd and Sidewinder Road.
- Complete design for Union Street and 4th Ave intersection improvements.
- Completed 24th Street Light Project.
- Completed 6th Ave Street Light Project.
- Completed Co. 22nd Street Light Project.
- PW Radios Upgrade Project.

- Pavement Preservation and Striping of Main Street.
- Began Vegetation Control Program.
- City's 1st Hazardous Waste Disposal Event.
- Began 10th Ave Widening Design.
- Completed Annual Community Cleanup up generating _____ tons of waste.
- Order Traffic Signal Equipment and Materials for Main Street and B Street Intersection.
- Complete Design of Main St and B Street Traffic Signal and Intersection Improvements.
- Completed 5th Aven & Kennedy Lane Drainage Improvements Project.
- Completed Liberty Avenue and 7th Place Drainage Improvements Project.

Goals & Objectives FY 2026

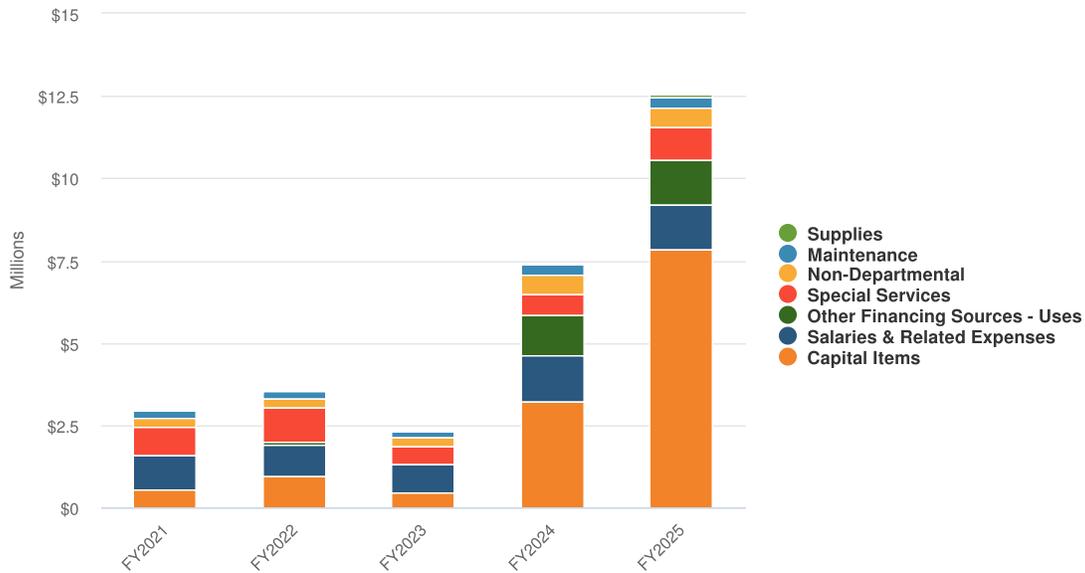
- Complete traffic signal installations and roadway improvements at Co. 22 and 4th Ave.
- Complete roadway improvements at Co. 22nd and Sidewinder Road.
- Complete 10th Ave Widening Design Full Buildout.
- Complete Ave F Widening Design from 60% to 100%.
- Complete Main St and B Street Traffic Signal Install and Intersection Improvements.
- Begin Design 6th Aven Extension north, from Union Street to Co. 22nd Street Roadway Design.
- Union Street and 4th Ave intersection and traffic signal improvements.
- Ave B Shoulder Improvements Project/HSIP Match.
- US95 Co. 20 ½ St to Co 22nd St – Raised Median HSIP Match.
- 10th Avenue & Los Alamos Curve Project HSIP Match.
- GSA – Improvements on Urtuzuastegui Street IGA Contribution.
- Lakin Subsidence Issue, Road Improvements.
- Reoccurring Pavement Preservation Program.
- Highway Users Additional Vehicle, Concrete Crew GMC Canyon Replacement.
- Ford F350 Service Truck for Highway Users.
- Sign Maker, HP Latex 700 W Printer & 60” Hand Squeeze Roll Applicator.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	21.0	23	23	22.5	0.0
% of city's FTEs				5.75%	
 Authorized Personnel/Positions:					
Title	<u>2022-2023</u>	<u>2023-2024</u>	<u>Current 2024-2025</u>	<u>Request 2025-2026</u>	<u>Changes 2025-2026</u>
Equipment Operator	2.5	2	2	2	0
Maintenance Specialist	6	7	7	7	0
Maintenance Technician	6	7	7	7	0
Maintenance Supervisor	1	1	1	1	0
Public Work Supervisor	1	0	0	0	0
Public Work Manager	0	1	1	1	0
Crew Leader Supervisor	2	3	3	3	0
Heavy Equipment Operator	1	1.5	0.5	0.5	0
Senior Heavy Equipment Operator	0	0.0	1.0	1.0	0
Assistant Director of Public Work	0.2	0	0	0	0
Director of Public Work	0.2	0	0	0	0
Administrative Coordinator	0.2	0	0	0	0
Public Work Project Manager	0	0.3	0	0	0.0
Administrative Assistant	0.3	0	0	0	0
Engineering Technician	0.3	0	0	0	0
Civil Engineering	0.3	0	0	0	0
Total	<u>21.0</u>	<u>23</u>	<u>23</u>	<u>22.5</u>	<u>0.0</u>

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Highway User Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$864,291	\$1,167,709	\$1,315,790	\$1,519,000	15.4%	\$203,210
Supplies	\$30,039	\$71,518	\$48,950	\$49,000	0.1%	\$50
Maintenance	\$204,616	\$277,049	\$371,690	\$310,080	-16.6%	-\$61,610
Special Services	\$514,098	\$769,732	\$889,160	\$894,480	0.6%	\$5,320
Other Financing Sources - Uses	\$0	\$93,232	\$1,407,090	\$655,070	-53.4%	-\$752,020
Non-Departmental	\$277,733	\$467,745	\$582,380	\$643,130	10.4%	\$60,750
Capital Items	\$469,821	\$2,409,025	\$3,470,770	\$3,335,540	-3.9%	-\$135,230
Total Expense Objects:	\$2,360,599	\$5,256,010	\$8,085,830	\$7,406,300	-8.4%	-\$679,530

Fleet Services

The Fleet Services Division is responsible for maintaining and repairing City vehicles and equipment, including inspections, general maintenance, repairs (e.g., hydraulic systems and air-conditioning systems), and installation of emergency lights on response vehicles. The division also assists with readying used City vehicles for auction.



The division's goal is to provide responsive vehicle maintenance support services to all City departments, encompassing all facets of vehicle diagnostics and repairs and a preventative maintenance program to assure dependability, availability, and safety of the fleet; effectively schedule and coordinate “off-site” repair of vehicles that require specialized dealer/manufacture services; provide, or coordinate, responsive roadside assistance to City vehicles that have broken down during operation.

Accomplishments FY 2025

- Staff attended APWA Fleet Management Training.
- Staff attended steering and suspension training.
- Staff attended engine diagnostic training.

Goals & Objectives FY 2026

- Develop and implement a vehicle replacement program.
- Develop and implement a preventative maintenance program.
- Improved customer service/Fleet Service Survey.
- Staff attended McNeilus Solid Waste Truck training.
- Fabricated and repaired two solid waste truck bodies.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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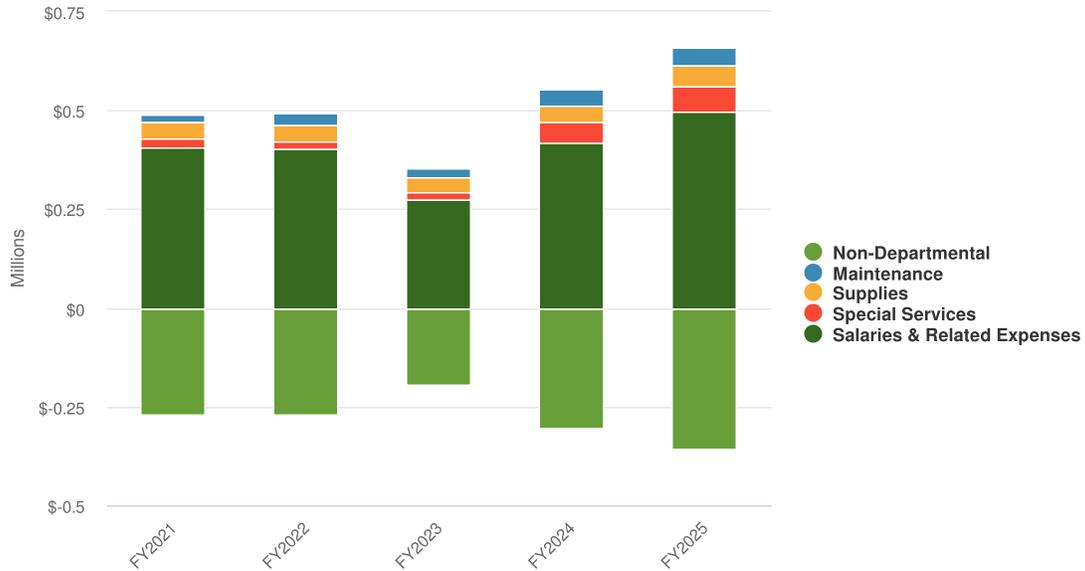
Full-time Equivalents (FTE)	6.6	7	7	7	0
% of city's FTEs				1.79%	

Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Mechanic	4	4	4	4	0
Lead Mechanic	0	1	1	1	0
Administrative Coordinator	0.2	0	0	0	0
Assistant Public Work Director	0.2	0	0	0	0
Director of Public Work	0.2	0	0	0	0
Mechanic Supervisor	1	1	1	1	0
Office Assistant	0	1	0	0	0
Administrative Assistant	0	0	1	1	0
Maintenance Worker - Parts Runner	1	0	0	0	0
Office Clerk	0	0	0	0	0
Total	<u>6.6</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>0</u>

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Fleet Services Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$273,073	\$430,736	\$441,210	\$483,090	9.5%	\$41,880
Supplies	\$39,126	\$55,563	\$43,690	\$48,190	10.3%	\$4,500
Maintenance	\$22,710	\$30,064	\$44,920	\$44,130	-1.8%	-\$790
Special Services	\$19,721	\$52,372	\$59,870	\$79,680	33.1%	\$19,810
Non-Departmental	-\$194,669	-\$312,092	-\$320,000	-\$357,780	11.8%	-\$37,780
Total Expense Objects:	\$159,962	\$256,643	\$269,690	\$297,310	10.2%	\$27,620

Water Division

The Water Division provides safe and reliable water service to residents, complying with state and federal environmental and health standards. The division maintains water production and distribution systems and responds to customer complaints involving water distribution and treatment problems, offering 24-hour emergency on-call service to meet the community's needs.



Accomplishments FY 2025

- Increased compliance testing to immediately detect health and/or other non-health related contaminants.
- Improved maintenance for manganese treatment units (MTUs), well and booster pumps, chlorinators, water storage reservoirs, etc.
- Onboarded new backflow device compliance system to better serve customers and private service providers (registered BFA testers). Completed compliance with ADEQ on backflow systems City-wide.
- Completed rehabilitation of water storage tank at well site No.6.
- Installed new block wall and entrance gates at Well Site No. 3.
- Completed Well Site No. 6 storage tank rehabilitation.
- Completion of entire Well Site No. 5 new well, new filtration system project.
- Completed construction of a new 2-million-gallon water storage tank for well site No. 7.
- Completed Cesar Chavez Blvd. Water main improvements.

- Completed radio system transition to YRCS.
- Abandon/demolish well sites No. 1 & 2.
- Completed construction/deployment of new Automated Metering Infrastructure (AMI) system.
- Onboarded Irth Software for AZ811 utility locates.

Goals & Objectives FY 2026

- Improve customer service experience (CX).
- Improve on-call procedures.
- Provide training/education to customers on new backflow device compliance program/system.
- Construction/Expand the Water Operations Building at Well Site No. 5.
- Complete the Well Site No. 5 MCC Replacement – Cont'd Project.
- Complete the Well Site No. 7 Electrical and Booster Station Upgrades.
- Complete the Water Storage Tanks Rehabilitation at Well Sites No. 3 & 4.
- Design the Well Site No. 3 Electrical Upgrades and Civil Improvements.
- Begin the Update of the ADWR Assured Water Supply Designation.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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Full-time Equivalents (FTE)	13.0	12.3	13.0	15.0	2.0
% of city's FTEs				3.84%	

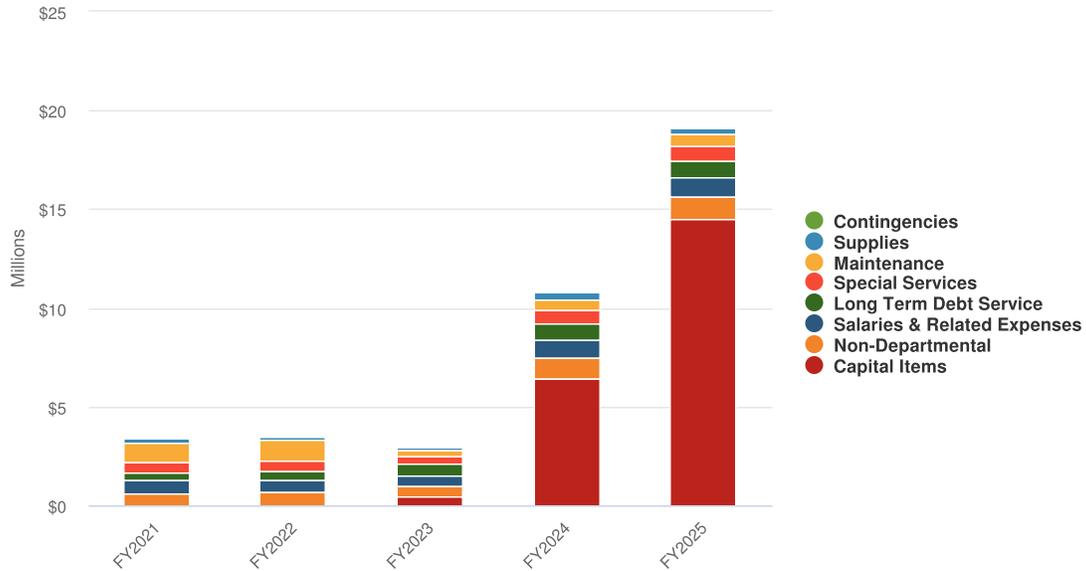
Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Water System Operator	8	0	0	0	0
Heavy Equipment Operator	0	0.5	0.5	0.5	0
Apprentice	0	2	3	5	2
Operator I	0	5	5	5	0
Operator II	0	1	1	1	0
Chief	0	0	0	0	0
Electrician II	0	0	0	0.5	0.5
Electrician	0.5	0.5	0.5	0.0	-0.5
Chief Water Operator	2	0	0	0	0
Assistant Director of Public Work	0.2	0	0	0	0
Water System Supervisor	1	0	0	0	0
Water Operations Supervisor	0	2	2	2	0
Water Operations Manager	0	1	1	1	0
Director of Public Work	0.2	0	0	0	0
Administrative Coordinator	0.2	0	0	0	0
Administrative Assistant	0.3	0	0	0	0
Engineering Technician	0.3	0	0	0	0
Civil Engineering	0.3	0	0	0	0
Public Work Project Manager	0	0.3	0	0	0.0
Total	<u>13.0</u>	<u>12.3</u>	<u>13.0</u>	<u>15.0</u>	<u>2.0</u>



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Water Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$459,210	\$829,566	\$965,250	\$1,118,400	15.9%	\$153,150
Supplies	\$180,971	\$325,624	\$331,100	\$328,400	-0.8%	-\$2,700
Maintenance	\$334,687	\$1,217,291	\$465,210	\$577,780	24.2%	\$112,570
Special Services	\$369,457	\$761,270	\$771,550	\$829,140	7.5%	\$57,590
Contingencies	\$0	\$3,532	\$0		N/A	\$0
Other Financing Sources - Uses	\$0	\$129,584	\$0		N/A	\$0
Long Term Debt Service	\$610,884	\$415,329	\$1,523,790	\$769,300	-49.5%	-\$754,490
Non-Departmental	\$597,781	\$951,652	\$1,117,160	\$1,225,790	9.7%	\$108,630
Capital Items	\$419,023	\$0	\$13,210,460	\$3,837,400	-71%	-\$9,373,060
Total Expense Objects:	\$2,972,013	\$4,633,847	\$18,384,520	\$8,686,210	-52.8%	-\$9,698,310

Wastewater Division

The Wastewater Division is responsible for operation and maintenance of sanitary sewer collection and treatment systems throughout the City. The division maintains wastewater collection and treatment systems and responds to customer complaints involving wastewater problems (including odor control), offering 24-hour emergency on-call service to meet the community's needs.



Accomplishments FY 2025

- Completed safety improvements at the East Wastewater Treatment Plant such as automatic gates and block wall.
- Completed Cesar Chavez Blvd. Wastewater system improvements.
- Completed radio system transition to YRCS.
- Completed a full rehabilitation of Lakin lift station.
- Completed design for the West Wastewater Plant Expansion through the CMAR process with Pre-Construction Services from MGC Contractors.
- Completed East Wastewater Treatment Plant Improvements.
- Completed a new chlorination room for the East Wastewater Treatment Plant.
- Completion of new sewer main along 4th Avenue and into the Public Works Yard

- Continued the work on GIS towards the complete collection of assets and towards deployment.
- Onboarded Irth Software for AZ811 utility locates.

Goals & Objectives FY 2026

- Continue the sanitary sewer manhole annual inspection, rehabilitation/replacement program.
- Complete the security improvements at Lift Station 3A – Perimeter fencing.
- Purchase of new heavy equipment for plant operations – Skid-steer loader.
- Purchase and installation of a new emergency generator for the High School Lift Station.
- Begin construction of the West Wastewater Treatment Plant expansion project.
 - Includes the new Operations building and new Force Main from Lift Station 300

Staff Summary Schedule

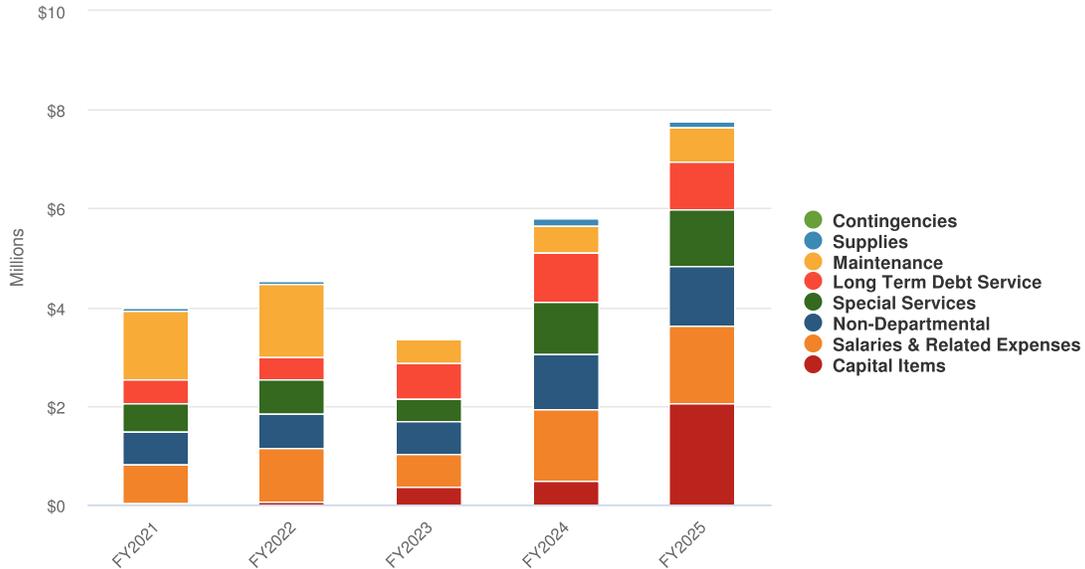
Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	20.0	20	21.0	23.0	2.0
% of city's FTEs				5.88%	

Authorized Personnel/Positions:	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Wastewater Plant Operator	15	0	0	0	0
Heavy Equipment Operator	0	0.5	0.5	0.5	0
Apprentice	0	3	4	6	2
Operator I	0	9	9	9	0
Operator II	0	2	2	2	0
Operator III	0	2	2	2	0
Electrician II	0	0	0	0.5	0.5
Electrician	0.5	0.5	0.5	0.0	-0.5
Chief Wastewater Plant Operator	2	0	0	0	0
WW Operations Manager	0	1	1	1	0
Assistant Director of Public Work	0.2	0	0	0	0
Wastewater Supervisor	1	2	2	2	0
Director of Public Work	0.2	0	0	0	0
Administrative Coordinator	0.2	0	0	0	0
Administrative Assistant	0.3	0	0	0	0
Engineering Technician	0.3	0	0	0	0
Civil Engineering	0.3	0	0	0	0
Public Work Project Manager	0	0.3	0	0	0.0
Total	20.0	20	21.0	23.0	2.0



Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Wastewater Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$668,891	\$1,149,757	\$1,516,070	\$1,653,510	9.1%	\$137,440
Supplies	\$43,645	\$89,281	\$92,050	\$98,700	7.2%	\$6,650
Maintenance	\$470,792	\$1,836,219	\$742,610	\$725,280	-2.3%	-\$17,330
Special Services	\$454,460	\$1,039,676	\$902,610	\$1,137,630	26%	\$235,020
Contingencies	\$0	\$2,679	\$0		N/A	\$0
Other Financing Sources - Uses	\$0	\$137,834	\$0		N/A	\$0
Long Term Debt Service	\$742,730	\$477,509	\$1,021,090	\$932,200	-8.7%	-\$88,890
Non-Departmental	\$643,824	\$1,024,233	\$1,208,010	\$1,327,290	9.9%	\$119,280
Capital Items	\$372,260	\$0	\$6,906,110	\$19,918,000	188.4%	\$13,011,890
Total Expense Objects:	\$3,396,602	\$5,757,188	\$12,388,550	\$25,792,610	108.2%	\$13,404,060

Solid Waste Division

The Solid Waste Division provides a convenient, affordable, and efficient scheduled residential trash collection service to the residents of the San Luis community. The division also oversees special pickup services, as well as an annual community cleanup campaign to better accommodate community needs. During this cleanup campaign, City residents set out bulky items that are not routinely collected by weekly solid waste collection services.



Accomplishments FY 2025

- Purchase of Leased vehicle 2024 Peterbilt Automatic Side Loader, Solid Waste Truck.
- Completed the annual community cleanup collecting over 370 tons of solid waste.
- Changed waste disposal vendor and location, reducing cost of landfill expenses, reducing vehicle repairs, and vehicle downtime.

Goals & Objectives FY 2026

- Improve customer service and experience.
- Evaluate current routes and improve operational efficiency.
- Reduce fuel consumption.
- Onboard 6th route due to increase in accounts.

Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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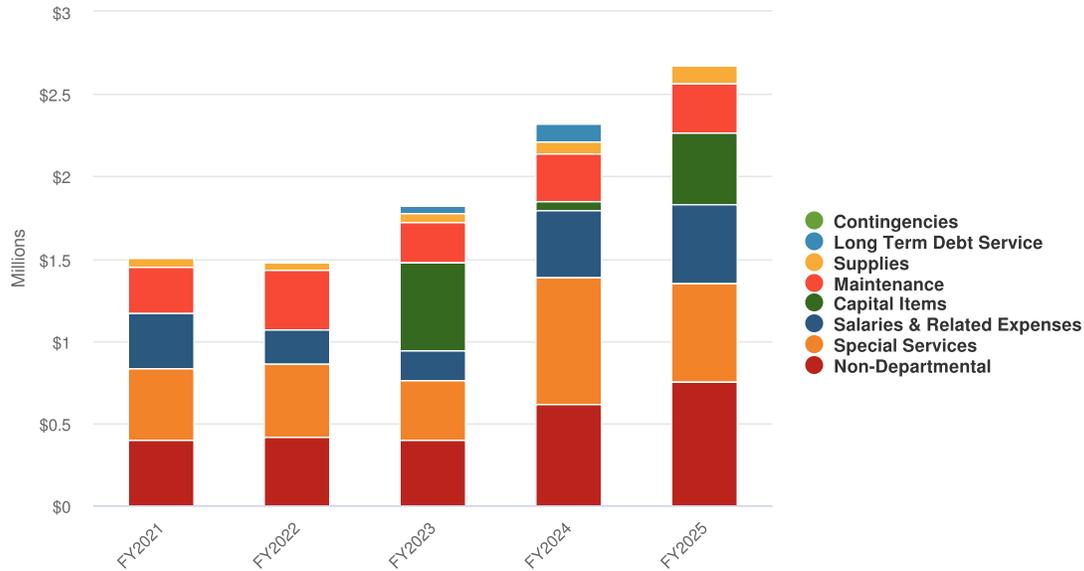
Full-time Equivalents (FTE)	5.4	6.5	7.5	7.5	0
% of city's FTEs				1.92%	

Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Heavy Equipment Operator	1	5.5	6.5	6.5	0
Equipment Operator	3.5	0	0	0	0
Assistant Director of Public Work	0.2	0	0	0	0
Director of Public Work	0.2	0	0	0	0
Administrative Coordinator	0.2	0	0	0	0
Administrative Assistant	0.3	0	0	0	0
Crew Leader Supervisor	0	1	1	1	0
Total	5.4	6.5	7.5	7.5	0

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



The following table presents the Solid Waste Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$182,331	\$512,999	\$478,030	\$457,960	-4.2%	-\$20,070
Supplies	\$54,207	\$74,951	\$94,350	\$87,500	-7.3%	-\$6,850
Maintenance	\$244,483	\$520,859	\$296,480	\$294,480	-0.7%	-\$2,000
Special Services	\$358,127	\$615,549	\$634,370	\$562,730	-11.3%	-\$71,640
Contingencies	\$0	\$1,454	\$0		N/A	\$0
Long Term Debt Service	\$41,477	\$712	\$0		N/A	\$0
Non-Departmental	\$402,613	\$575,965	\$732,325	\$803,340	9.7%	\$71,015
Capital Items	\$538,563	\$0	\$378,600		N/A	-\$378,600
Total Expense Objects:	\$1,821,801	\$2,302,490	\$2,614,155	\$2,206,010	-15.6%	-\$408,145

Facilities

The Facilities Division is responsible for maintaining and repairing all city buildings. The division consists of one lead custodian, two building maintenance technicians, seven custodians, one facilities supervisor, and one part-time office assistant. Among the various services offered to the city's buildings are custodial services, basic plumbing, replacement of A/C filters, set-ups for events and meetings, and sweeping of parking lots.



Accomplishments FY 2025

- Completed HVAC units' replacement among different city buildings.
- Completed the B Street city building remodel.
- Completed the City Hall East wing remodeled project.
- Completed the HVAC duct cleaning project at City Hall, Police Station and Fire Station.
- Completed the security gate improvements around the City Hall complex.

Goals & Objectives FY 2026

- Complete the Fire Department roof repair.
- Complete the flooring replacement at the Parks Administration building.
- Complete the flooring replacement at the Fire Station #1 dorms area.
- Complete the replacement of light fixtures at Parks Administration building, grounds area.
- Complete access control changes for Fire Station #1

- Replacement of garage bay doors at Fire Station #1.
- City buildings parking lot maintenance – Asphalt rehabilitation
- Complete ADA and Safety enhancement to the Fernando Padilla building and City Court.
- Complete the Parks Administration building interior paint.
- Complete the exterior paint of the Fire Station and Police Station.
- Complete the youth center floor replacement.
- HVAC units' replacement among different city buildings.

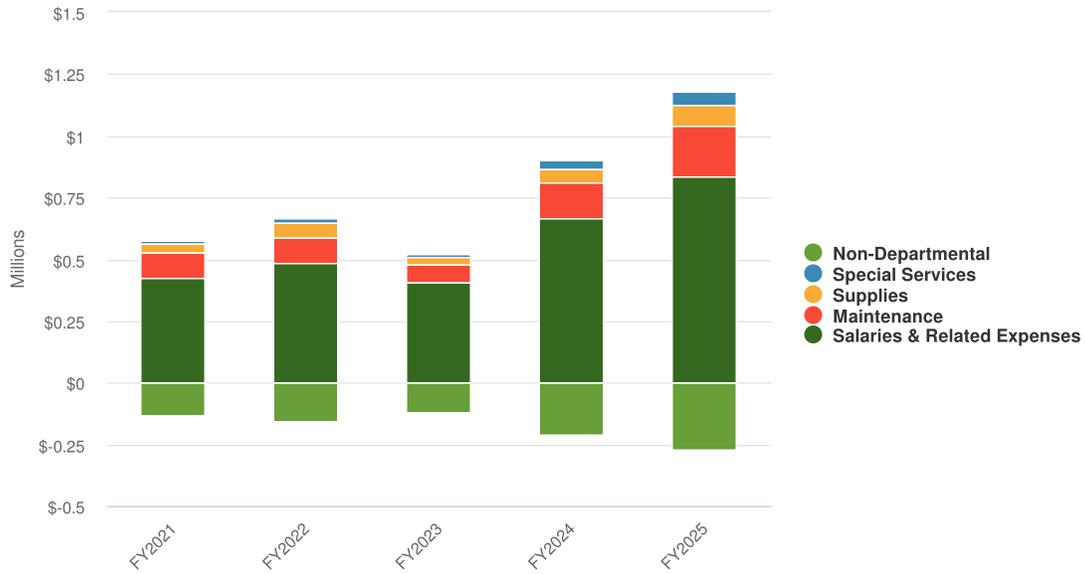
Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
Full-time Equivalents (FTE)	10	13	15	15	0
% of city's FTEs				3.84%	

Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Custodian	6	6	7	7	0
Building Maintenance Technician	2	3	3	3	0
Facilities Supervisor	1	1	1	1	0
Facilities Project Coordinator	0	1	1	1	0
Administrative Assistant	0	1	1	1	0
Director of Parks & Rec	0	0	0	0	0
Assistant Director of Parks & Rec	0	0	0	0	0
Lead Building Maintenance Tech	0	0	1	1	0
Lead Custodian	1	1	1	1	0
Total	10	13	15	15	0

Budgeted and Historical Expenditures by Expense Type



The following table presents the Facilities Division's expenditures for the past 3 years.

Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$404,167	\$669,575	\$804,980	\$842,310	4.6%	\$37,330
Supplies	\$28,614	\$59,328	\$70,370	\$57,950	-17.6%	-\$12,420
Maintenance	\$77,286	\$154,748	\$195,690	\$200,380	2.4%	\$4,690
Special Services	\$11,606	\$29,788	\$50,430	\$50,670	0.5%	\$240
Non-Departmental	-\$120,624	-\$211,111	-\$257,450	-\$277,230	7.7%	-\$19,780
Total Expense Objects:	\$401,049	\$702,328	\$864,020	\$874,080	1.2%	\$10,060

Engineering

The Engineering Department marks a significant addition to the municipal structure of the City of San Luis, aimed at bolstering infrastructure development and project management capacities. Led by a dedicated team comprising a City Engineer, Project Manager, Project Coordinator, and CIP Inspector/Senior Engineering Technician, this department embodies the city's commitment to strategic growth and operational efficiency. Through meticulous planning, execution, and oversight, the Engineering Department endeavors to enhance the city's physical assets while ensuring compliance with regulatory standards and community needs.



Accomplishments FY 2025

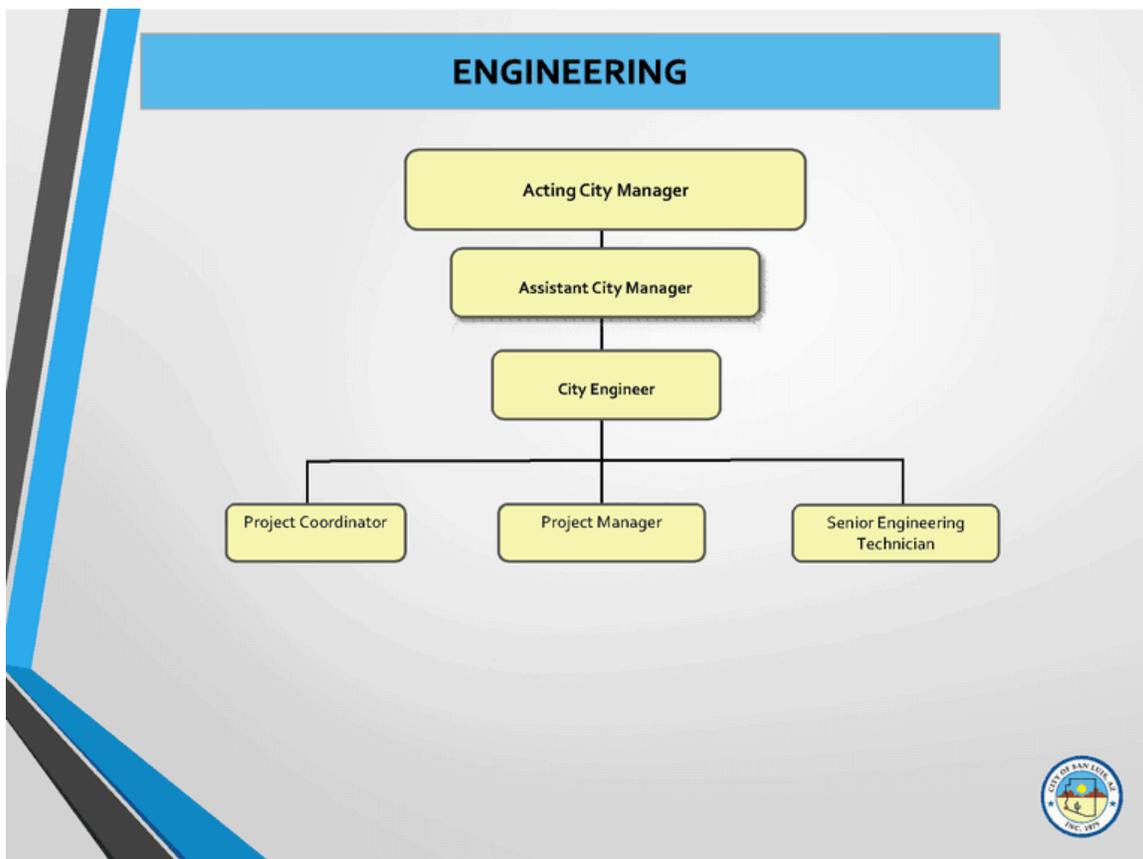
- City Engineering Department established December 2024 with a City Engineer, Project Manager, Project Coordinator, and Senior Engineering Technician/Inspector.
- Assisted Public Works complete various FY 2025 CIP Infrastructure Projects

Goals & Objectives FY 2026

- Ford F-150 Pick-up Truck (2nd truck in Department)
- Hewlett Packard 36" Plotter (Plans Plotter)
- Process Encroachment Permits
- Assist Public Work Complete the following CIP Projects:
 - Roadway improvements at Co. 22 and 4th Ave.
 - Roadway improvements at Co. 22nd and Sidewinder Road.

- 10th Ave Widening Design Full Buildout.
- Ave F Widening Design from 60% to 100%.
- Main St and B Street Traffic Signal Install and Intersection Improvements.
- 6th Avenue Extension north, from Union Street to Co. 22nd Street Roadway Design.
- Union Street and 4th Ave intersection and traffic signal improvements.
- Ave B Shoulder Improvements Project.
- 10th Avenue & Los Alamos Curve Project.
- Lakin Subsidence Issue, Road Improvements.
- Track Reoccurring Pavement Preservation Program.
- Begin construction of the West Wastewater Treatment Plant expansion project.

Organizational Chart



Staff Summary Schedule

Staff Summary	Actual 2022/23	Adopted 2023/24	Adopted 2024/25	Request 2025/26	Change 2024/25 to 2025/26
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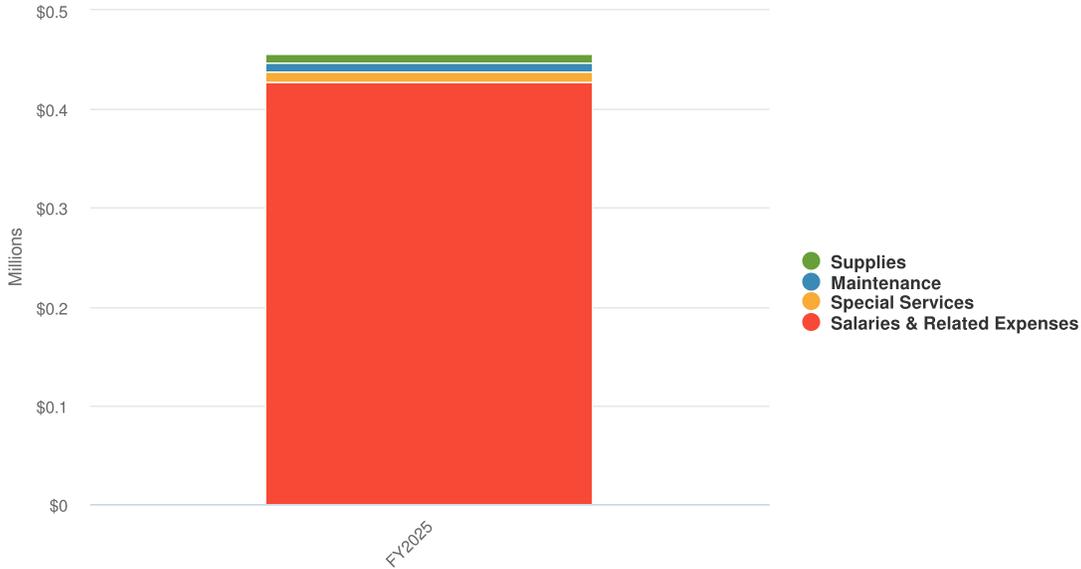
Full-time Equivalents (FTE)	0	2	4	4	0
% of city's FTEs				1.02%	

Authorized Personnel/Positions:

Title	2022-2023	2023-2024	Current 2024-2025	Request 2025-2026	Changes 2025-2026
Project Manager	0	0	1	1	0
Project Coordinator	0	0	1	1	0
Engineering Technician	0	1	0	0	0
CIP Inspector / Senior Engineering Tech	0	0	1	1	0
City Engineering	0	1	1	1	0
Total	0	2	4	4	0

Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$0	\$0	\$396,870	\$391,160	-1.4%	-\$5,710
Supplies	\$0	\$0	\$7,850	\$17,500	122.9%	\$9,650
Maintenance	\$0	\$0	\$8,780	\$12,780	45.6%	\$4,000
Special Services	\$0	\$0	\$12,950	\$48,920	277.8%	\$35,970



Name	FY2023 Actuals	FY2024 Actuals	FY2025 Amended Budget	FY2026 Proposed Continuation Budget	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (% Change)	FY2025 Amended Budget vs. FY2026 Proposed Continuation Budget (\$ Change)
Total Expense Objects:	\$0	\$0	\$426,450	\$470,360	10.3%	\$43,910



CAPITAL IMPROVEMENTS



Capital Budget FY 2026

The Capital Budget for FY 2026 totals \$51,723,170.00 and includes both new capital infrastructure initiatives and carryforward projects from FY 2025 that were not completed. Revenue sources for the capital budget include impact fees, grants, Enterprise Fund user fees, and one-time allocations from the General Fund through current-year revenues and excess fund reserves. The Capital Budget is the largest component of the City's overall budget, representing 36% of total annual expenditures.

The chart on the left displays the capital project requests submitted by City departments, while the chart on the right illustrates the funding sources. In FY 2026, 38% of capital projects will be funded by grants, 44% by enterprise funds, 5% by the General Fund, 6% by the Highway User Fund, and 7% by Impact Fees.

Most capital projects will be funded through excess reserves in the General and Enterprise Funds, which have accumulated due to staffing vacancies, operational savings, and delays in capital improvement construction. Additionally, the City continues to actively pursue grants from various governmental agencies to support a wide range of capital projects. Looking ahead, the City will also be working with the Water Infrastructure Finance Authority (WIFA) to secure a new loan to fund the expansion of the West Wastewater Treatment Plant.

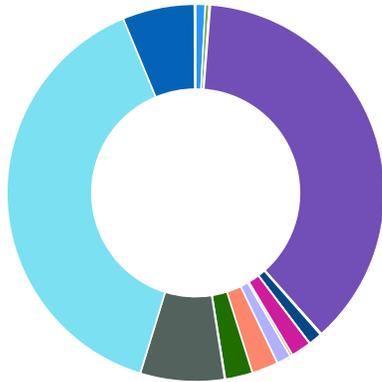
The City remains committed to ensuring that projects funded through reserves and other non-recurring revenue sources are carefully evaluated to prevent the creation of ongoing operating costs. This approach reflects our continued focus on fiscal responsibility and long-term financial sustainability.

Total Capital Requested

\$51,723,170

92 Capital Improvement Projects

Total Funding Requested by Department



Ambulance Service (1%)	\$426,000.00
City Administration (0%)	\$176,000.00
Cultural Center (0%)	\$44,100.00
Economic Development (37%)	\$19,224,970.00
Engineering (0%)	\$60,000.00
Facilities (1%)	\$589,510.00
FD Station 2 (0%)	\$15,000.00
Fire Department (2%)	\$900,840.00
Fleet Services (0%)	\$111,000.00
Information Technology (1%)	\$640,000.00
Parks (2%)	\$1,161,980.00
Police Department (2%)	\$1,211,580.00
PW Administration (0%)	\$38,000.00
Streets (7%)	\$3,716,190.00
Wastewater Operations (39%)	\$20,168,000.00
Water Operation (6%)	\$3,190,000.00
Water Operations (0%)	\$50,000.00
TOTAL	\$51,723,170.00

Total Funding Requested by Source



Ambulance Services Fund (0%)	\$69,060.00
Business Incubator Fund (0%)	\$15,500.00
General Fund (5%)	\$2,812,850.00
Grant (38%)	\$19,786,310.00
Highway User Fund (6%)	\$2,871,260.00
Impact Fees (7%)	\$3,440,710.00
Wastewater Fund (39%)	\$20,168,000.00
Water Fund (5%)	\$2,559,480.00
TOTAL	\$51,723,170.00

Economic Development Requests

Itemized Requests for 2026

Business Accelerator Program - Fuerza Local Cohort 3	\$60,000
The Fuerza Local Business Accelerator program is a six-month program designed to teach underserved microentrepreneurs important basics for financial literacy and business development. Participants attend weekly classes on a variety of topics...	
CDBG RA - Merrill Avenue Street Improvements Phase II	\$1,121,710
This project involves repaving Merrill Avenue, a 48-foot-wide road, including a center turn lane, two 20-foot lanes, and 6-foot bike lanes. The scope includes replacing miscellaneous curbs, sidewalks, sidewalk ramps, and cross gutters on the west...	
Cesar Chavez Blvd Commercial Land Development - State Land Auction Preparation	\$30,000
I would like to request the addition of a Capital Project for consideration: Cesar Chavez Blvd Commercial Land Development – State Land Auction Preparation. I spoke with the State Land Lead, who provided a verbal cost estimate of \$30,000 for Phase...	
EDA Grant - Highway 95 Water and Sewer Project (Transferred FY 25)	\$1,597,400
The project will install approximately 7,600 lineal feet of 12-inch water line and approximately 500 lineal feet of 4" sewer force main and a sewage lift station. This project was previously budgeted for FY 25, but due to grant timelines, the...	
EPA CC Grant - Community Engagement and Outreach Activities	\$83,340
This funding supports developing and implementing a marketing plan, coordinating community outreach activities with partners, and tracking meetings related to the Workforce Program. It also covers participation in stakeholder and governmental...	
EPA CC Grant - Cross-Border Mobility Community and Climate Action Plan	\$166,670
The City will advertise and procure the services of a consulting agency to develop the plan in cooperation with Transportation Partners, such as the Greater Yuma Port Authority and Yuma Metropolitan Planning Organization. Based on the history of...	
EPA CC Grant - CSF Community Resilience Hub	\$5,000,000
In partnership with Campesinos sin Fronteras, the City of San Luis requested \$5,000,000 for the construction of a Community Resilience Hub. In July 2023, CSF acquired a 1.25-acre lot located along Cesar Chavez Blvd in San Luis, Arizona. CSF...	
EPA CC Grant - Downtown Plaza and Parking Lots	\$5,554,190
The project includes developing two major park areas, "Main Street Park" and "West Park," featuring amenities such as walking paths, splash parks, a concert pavilion, and recreational fields, all connected by a pedestrian bridge. Additionally,...	
EPA CC Grant - Grant Compliance Management Services	\$233,340
The City of San Luis will advertise and procure a consulting firm experienced in federal program compliance and construction project management. The consultant will assist city staff in developing programmatic policies and procedures, preparing...	
EPA CC Grant - San Luis TechPRENURIAL Center (Fleetshop)	\$3,500,000
The San Luis TECHpreneurial Institute is a proposed 12,000–14,000 square-foot state-of-the-art facility located at the former COSL Fleet Maintenance site. This multi-story institute will include classrooms, manufacturing workspaces, showcase...	
EPA CC Grant - Solar Panel Installation	\$858,320
The panels will be installed in the center of the Mobility Lot where they will increase shade and generate renewable energy. The approximate cost of the installation of Solar Panels on the mobility lot was submitted by the design engineer.	
EPA CC Grant - Workforce Development Incentive Program	\$1,000,000
This capital request focuses on workforce development by certifying 300 participants over three years at \$9,500 per participant, addressing the demand for skilled employees as green industry businesses relocate to the City. Funding supports...	
YCIPTA Unmet Transit Study	\$20,000
The YCIPTA Unmet Transit Study project will have a grant with a match of \$20,000.00.	
Total: \$19,224,970	



Fire Department Requests

Itemized Requests for 2026

CDS Fire Station Alerting System **\$215,900**

A new station alerting system is essential for improving the efficiency and responsiveness of our fire department. Modern systems streamline communication by providing faster and more accurate dispatch alerts, ensuring that crews are mobilized...

Engine Pumper **\$400,000**

Today we have a 7-year-old Engine Pumper that is front line. Due to the wait time for an engine of 42-48 months from purchase to delivery, we need to start purchasing a new pumper. By the time we receive the new pumper, our front line unit will be...

Large Diameter Hoses **\$14,820**

The acquisition of large diameter hoses (LDH) is a critical component of our fire department's capital improvement plan. These hoses are essential for improving our operational efficiency, ensuring firefighter safety, and enhancing our ability to...

PPE & Helmets **\$242,000**

The shelf life of our PPE is 10 years. We are coming up on 10 years of service for our PPE and need to replace it for all our firefighters to include helmets.

UCAPIT Software **\$28,120**

This equipment is needed to start having our medical director and our medication storage at our station.

Total: \$900,840

FD Station 2 Requests

Itemized Requests for 2026

Fire Station #2 6ft Extension Barn **\$15,000**

Fire Station #2 6ft Extension Barn

Total: \$15,000

Police Department Requests

Itemized Requests for 2026

Mobile Digital Computer replacement (LBS Grant)	\$398,000
Replace the following items:Fifty (50) - Getac V110G7, Intel Core i7 MDCs with accessories and vehicle dock mounts.Two (2) - Getac X600, Intel Core i7 MDCs with accessories.EQUIPMENT TOTAL: \$370,501.63Installation of fifty (50) dock mounts on...	
PD Animal Control Vehicle	\$107,360
One (1) 2025 Ford F250, a fully equipped vehicle for Animal Control.VEHICLE: \$65,903.00 EMERGENCY EQUIPMENT: \$14,438.00ANIMAL TRANSPORT UNIT/COACH: \$27,011.00 Quotes are attached and include a 10% increase.	
PD Evidence Fridge	\$8,000
PD Evidence Fridge.	
Police 4x4 Vehicle with Police Equipment - OPSG Grant	\$83,000
Will buy a new 4x4 vehicle with equipment with OPSG Grant awarded.	
Police Department Radios	\$150,000
PD Radios	
Police Vehicles FY26 (LBS Grant)	\$348,010
Six (6) 2025 Ford Explorer Police Interceptor, fully equipped vehicles.VEHICLES: \$58,115.00 per vehicle for a total of \$348,690.00 for all six.EMERGENCY EQUIPMENT/GRAPHICS: \$37,394.00 per vehicle for a total of \$112,182.00 for three (3) fully...	
Total: \$1,094,370	



Parks Requests

Itemized Requests for 2026

All Terrain Litter Vacuum for Parks Grounds	\$77,880
<hr/>	
The Parks and Grounds Department would like to purchase a Madvac All-Terrain Litter Vacuum with Hydraulic Arm from Exprolink. This litter vacuum is a ride-on all-terrain vehicle that will greatly assist the Parks Grounds staff in picking up all...	
Demolition of Joe Orduño Park Restrooms	\$20,000
<hr/>	
Demolition of restrooms in Joe Orduño Park.	
East Community Park - Continuation Budget	\$300,000
<hr/>	
The East San Luis Community Park has been in development for the past couple of years. This year, the Parks & Recreation Department will focus on adding fencing to the soccer fields, working towards the softball fields, fencing the softball...	
Joe Orduño Park - Park Restroom Replacement (Upgrade)	\$257,200
<hr/>	
The Joe Orduno Park restrooms have not had an upgrade in several years. The Joe Orduno Park is highly visited and reserved for various sporting activities. With the demand of the park, the restrooms are in a dire need of upgrades. The vision for...	
Joe Orduño Park Relight Structure System	\$361,900
<hr/>	
Update light structure at Joe Orduño Park for the baseball and softball fields. This will take place over 3 years.FY2026 - Baseball field relight 50/30 foot candles plus Musco Show light entertainment package - \$361,900FY2027 - Softball field...	
Maintenance for Assessment Audits	\$100,000
<hr/>	
An audit was done on several assessments, and it was advised that many repairs are needed to make areas up to code. The Parks Grounds Department is working in phases to comply with the audit recommendations and would like to work on the Assessment...	
Toro Proline H800 with high-lift dump	\$45,000
<hr/>	
The Parks and Grounds Department would like to purchase the Toro Proline H800 with a high-lift dump mechanism. This lawn mower is different to what they already have in their inventory because it has a bin attached that collects all the grass that...	
<hr/>	
Total: \$1,161,980	

Cultural Center Requests

Itemized Requests for 2026

Arnold Cordova Building Maintenance	\$44,100
<hr/>	
The Cesar Chavez Cultural Center used to have an off-site Activities Center where some classes and activities such as Piano, Guitar and Arts were given to participants. Unfortunately, this facility had to be demolished and staff were advised that...	
<hr/>	
Total: \$44,100	

Facilities Requests

Itemized Requests for 2026

Access Control for Fire Department Doors	\$9,300
Parts and labor to install access control proxy card system devices in the Fire Department's bay area and training room. Would be running low voltage wiring from the IT room to all doors and installing devices in each area mentioned...	
ADA Handicap Bathrooms for Fernando Padilla Building	\$5,200
The Fernando Padilla Building has men's and women's multiple restrooms and has two single restrooms. Prior to the building remodel, the two single restrooms were handicap-accessible.	
ASPHALT REHAB FOR BUSINESS INCUBATOR	\$15,500
ASPHALT REHAB FOR BUSINESS INCUBATOR AREA, IT WOULD INCLUDE PREP, CRACKFILL, SEAL AND RE-STRIPE.	
ASPHALT REHAB FOR VARIOUS CITY PARKING AREAS	\$58,500
ASPHALT REHAB (PREP, CRACKFILL, SEAL, RE-STRIPE) FOR THE FOLLOWING AREAS:FacilitiesCourtProsecutorArnold Cordova Activity BuildingCultural CenterJoe Orduño Park EntranceHead Start Area	
Exterior Paint for the San Luis Fire Department	\$36,000
Exterior paint for the San Luis Fire Department. The scope of work would be pressure washing, repairs, preparing walls for painting. The exterior of the building has not been painted since it was built.	
Exterior paint for the San Luis Police Department	\$30,500
Exterior paint is needed for the San Luis Police Department. The scope of work would be preparation, pressure washing, repairs and preparing walls for paint. The exterior building has not been painted since it was built.	
Fire Alarm System & Smoke Detection for San Luis Municipal Court	\$40,680
The San Luis Municipal Court is one of our oldest buildings. For the safety of the employees and customers, I would like to request the installation of a Fire Alarm System and smoke detection for the San Luis Municipal Court.	
Fire Alarm System with Smoke Detectors for Fernando Padilla Building	\$32,980
When the Fernando Padilla Community Center was built there was no fire alarm included. Due to safety, I would like to install a fire alarm system.	
Fire Department Roof repair	\$140,750
The roof needs to be repaired. A 10% increase was added to the original quote.	
Flooring for Fire Station #1 Dorm Area	\$21,000
Flooring needed for Fire Station #1 dormitory area, gym area etc.	
Flooring replacement at the Parks Administration Building	\$32,000
Flooring replacement at the Parks Administration Building. The current flooring has been installed since the building was first built.	
Interior paint of the Parks Building	\$6,700
The Parks & Recreation Building is occupied by the Parks Administration in the front half of the building and the Parks Grounds occupy the back half of the building. The front half of the building was recently remodeled and painted....	
Purchase of a 20" Auto Scrubber CT50	\$5,100
A scrubber machine will be needed for Facilities Staff to use at the Arnold Cordova Activity Building. The Parks & Recreation Department is planning to open as soon as the remodel gets completed.	
Refrigeration Units for Various Buildings - As needed Basis	\$90,000
Five to Seven A/C Units being requested. Replacements are conducted as needed.	



Replace lamps(cells) light fixtures at Parks Building, grounds area **\$9,000**

Replace lamps (cells) light fixtures inside the Parks Building, grounds area (back side of building) with LED flat panel light fixtures for uniformity on the front of the inside area of the building.

Replacement of Garage Bay Doors for Fire Station #1 **\$39,000**

Replacement of Garage Bay Doors for Fire Station #1. Provide & Install (6) 14'2X14' Model 524V with Full View Glass

VCT YOUTH CENTER FLOOR REPLACEMENT **\$17,300**

REPLACE FLOOR AND CARPET WITH VCT FLOORING AT YOUTH CENTER.

Total: \$589,510



Streets Requests

Itemized Requests for 2026

10th Ave Widening - Full Buildout Design	\$100,000
Construction of phase 1 in FY25.FY26 - Full build-out design plus EA if needed and ROW acquisition.	
10th Avenue & Los Alamos Curve Project Match	\$79,230
The FY25 match will be \$79,223 (roundup up) \$79,230.	
60" Hand Squeeze Roll Applicator	\$9,000
Need a 60" Hand Squeeze Roll Applicator with extension table and air cylinder kit.	
6th Avenue extension north, from Union Street to Co. 22nd Street Roadway Design	\$180,650
Engineer estimate provided by JDA for 2 lane road.	
Ave B Shoulder Improvements Match	\$66,570
\$66,562.18 (\$66,570.00) owed towards IGA Contribution for this project.	
Ave F Street Widening Design (between Cesar Chavez Blvd and San Luis Lane) - Design, Bid, Construction	\$25,000
NEI recommends removing sidewalks for now to expedite the construction of this roadway. Please see the project schedule below. Current design is at 60%. Will finalized 100% design in FY26	
Cesar Chavez Blvd. Project Match ADOT	\$1,000,000
The project is the widening of the boulevard from two lanes to four lanes with a center median (design and construction).	
Co. 22nd and 4th Avenue Intersection Improvements	\$400,000
Traffic Signal equipment installed in FY25 Intersection improvement construction started in FY25FY26 - Completion of intersection improvements.	
Drainage Improvements Design, Mesa Street and Cesar Chavez Blvd	\$50,000
Drainage Improvements, Mesa Street and Cesar Chavez Blvd. It was discovered in January 2024 that the east side drain was not completed during construction. The drain does not lead anywhere, repairs are needed. West side repairs are needed as...	
Ford F350 Service Truck for HU	\$86,000
Vehicle replacement for HU - Service truck for sign and striping.	
GSA Project - Improvements on Urtuzuastegui Street	\$359,000
This is part of the IGA for the POE, U Street Improvements will include traffic signal improvements on U Street and Archibald and Williams Brooks. Approved by Council on 02/07/24. Was formerly housed under Economic Development(200-210-90010)	
HP Latex 700 W Printer	\$35,000
Need an HP Latex 700 W Printer. Will need materials that include 3M Diamond Grade Reflective Sheeting 4090DS White for Digital Printing and 3M Diamond Grade Reflective Sheeting 4090.	
Lakin Subsidence issue, road improvement Construction	\$200,000
Approximately 150' of the right northbound lane is experiencing subsidence. Engineering services are needed to evaluate the issue. Designed in FY25 Construction in FY26	
Main Street & B Street Intersection Improvements	\$600,000
Roadway circulation improvement Traffic Signal on B & Main + other impts. Design by KH in FY25 Purchase TS equipment in FY25 (with funds from Union St project) Construction in FY26.	
Reoccurring Pavement Preservation Program	\$200,000
Pavement preservation involves applying a series of low-cost treatments every few years to roads that are in good condition to slow down further deterioration. Pavement preservation treatments such as slurry seal, fog seal, and chip seal can keep...	



Sidewinder Road Street Lights	\$104,000
Sidewinder Streetlights, 19 Street Lights approximately 3,600 Linear Feet APS Fees, approximately \$3,200 (19) per light = \$60,800 Underground construction, approximately \$21 per linear foot = \$75,600 Total = \$136,400, minus \$33,000 contribution = ...	
Union Street and 4th Avenue intersection and Traffic Signal Improvements Design & Construction	\$120,000
Currently, Union Street and 4th Avenue intersection experiences terrible traffic during peak hours. The improvements to this road segment will greatly increase and enhance resident experience, increase safety, and reduce vehicle...	
US95 Co 201/2 St to Co 22nd St- Raised Median Match	\$101,740
\$27,172 was paid in FY24. Construction match for ADOT project is owed in FY26 \$101,731.	
Total: \$3,716,190	

Water Operations Requests

Itemized Requests for 2026

ADWR Assured Water Supply Update	\$50,000
Professional services to update 100 year assured water supply designation with ADWR.	
Total: \$50,000	

Wastewater Operations Requests

Itemized Requests for 2026

BobCat Skid-Steer Loader	\$100,000
The department needs to replace one of its skid-steer loaders used at the treatment plants.	
High School Lift Station Generator	\$80,000
High School LS is in need of backup power for compliance and operational needs.	
Lift Station 3A Perimeter Fencing - Block Wall	\$38,000
Lift Station 3A is located in East San Luis and it immediately serves POE II. This LS has a chain-link fence that does not protect it from weather, such as blow sand nor provides sufficient security to it. New wall will also improves...	
Sewer Manhole Repairs and Replacements Annual Program	\$250,000
Wastewater Operations Division is requesting funding to repair and or replace 10 manholes within the sanitary sewer system per year. The earliest part of our City has an aging sanitary sewer system. Our Wastewater Operations Division has...	
West Wastewater Treatment Plant Expansion Construction (Inc. Building & FM) - Construction and Design	\$19,700,000
The West Wastewater Treatment Plant is an aging plant that is in need of rehabilitation, process and system upgrades, and additional capacity. This capacity increase will allow for an increase in home and commercial development. During the FY25...	
Total: \$20,168,000	

Fleet Services Requests

Itemized Requests for 2026

BendPak Two-Post Shop Lifts Replacements	\$80,000
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Fleet is requesting to replace their old 2-post shop lifts that were recycled from the old fleet shop. While the replacement will also entail to bring new lifts with larger capacity to be able to lift heavy equipment.

Fleet Services Vehicle wash bay	\$25,000
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A vehicle/equipment wash bay is needed to perform cleaning of parts, vehicles, equipment.

Portable Shop Coolers (2)	\$6,000
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Fleet is requesting two new shop coolers for bay areas.

Total: \$111,000

Information Technology Requests

Itemized Requests for 2026

Modular Data Center for Tower Equipment	\$400,000
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The project aims to enhance communication infrastructure on the east side of the city by constructing a monopole and modular data center to mount and house a radio frequency repeater. This repeater will significantly improve signal strength and...

Replace Obsolete Network Switch Infrastructure	\$240,000
---	------------------

Replacing end-of-life (EOL) network switches is crucial for maintaining a secure and reliable IT infrastructure. EOL network switches no longer receive manufacturer support, including security updates, bug fixes, or technical assistance. This...

Total: \$640,000

City Administration Requests

Itemized Requests for 2026

City of San Luis Capital Improvement Program and Procedures	\$150,000
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Development of a capital improvement program and supporting procedures.

CSL Website Upgrade	\$26,000
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City of San Luis Website discovery & design, template development, migration and implementation.

Total: \$176,000



Ambulance Service Requests

Itemized Requests for 2026

Cardiac Monitor	\$55,000
------------------------	-----------------

The inclusion of cardiac monitors in our ambulances is not just a matter of convenience—it is an essential investment in saving lives and ensuring the highest standard of pre-hospital care. Here's why: 1. Early...

CDS Grant Ambulance	\$371,000
----------------------------	------------------

A new ambulance significantly enhances patient transport by ensuring reliability, safety, and efficiency. Equipped with the latest medical technology and ergonomic designs, it allows healthcare professionals to provide high-quality care during...

Total: \$426,000

Police Department Requests

Itemized Requests for 2026

Police Equipment Border Security DEMA Grant	\$117,210
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The San Luis PD received a Conditional Award for the Border Security DEMA Grant. FUNDS REMAINING ACCOUNT TOTAL
SPENT REMAINING Police Vehicles \$398,660.93 \$1,339.07 Mono Pole Tower \$5,709.70 \$159,290.30 Surveillance \$99,130.00 \$165,870.00 All-Terrain...

Total: \$117,210

PW Administration Requests

Itemized Requests for 2026

Chevy Silverado Pickup Truck	\$38,000
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Replacement truck for code compliance officer.

Total: \$38,000

Water Operation Requests

Itemized Requests for 2026

Water Operations Building Expansion	\$380,000
With the construction of a new well and treatment unit, an expansion was also planned as part of the same project, but phased out the following year. Design was completed during FY25.	
Water Storage Tanks Rehabilitation #3 & #4	\$1,700,000
Rehabilitation project for two water storage tanks at well sites 3 & 4. Each tank has a 500,000 MG capacity.	
Well Site #3 - Entire Electrical Upgrade and Civil/Repiping Improvements	\$50,000
Water System Improvements.	
Well Site 5 MCC Replacement - Cont'd of Well and MTU Project	\$60,000
A new well and treatment unit was installed by MGC Contractors in FY25. Due to long lead delivery items on electrical equipment, the MCC could not arrive during FY25. Hence, contractor installed a temporary one. A change order was approved...	
Well Site 7 Electrical and Booster Station Upgrades	\$1,000,000
Well Site 7 has received a new 2 MG storage tank and new distribution lines to feed the system. It now needs improvements at the booster pump station, which also entails electrical upgrades and backup power system upgrades.	
Total: \$3,190,000	

Engineering Requests

Itemized Requests for 2026

New Pickup Truck	\$50,000
New pickup truck for engineering dept.	
Plotter for Engineering	\$10,000
Need a plotter for Engineering department.	
Total: \$60,000	



Capital Improvements: Multi-year Plan

The capital improvement six year plan estimates a total of \$151,001,810 in capital expenditures. A multi-year plan is necessary to appropriately plan, design, and identify sources of revenue to construct or acquire the asset. Careful consideration of incremental operating costs related to the asset is considered. It is the City policy to postpone capital projects when there are not sufficient revenues available to cover the increase in operational costs. The CIP program represents the largest investment of the City, and its main objective is to plan for major capital improvements far in advance to be able to meet the future needs of the community.

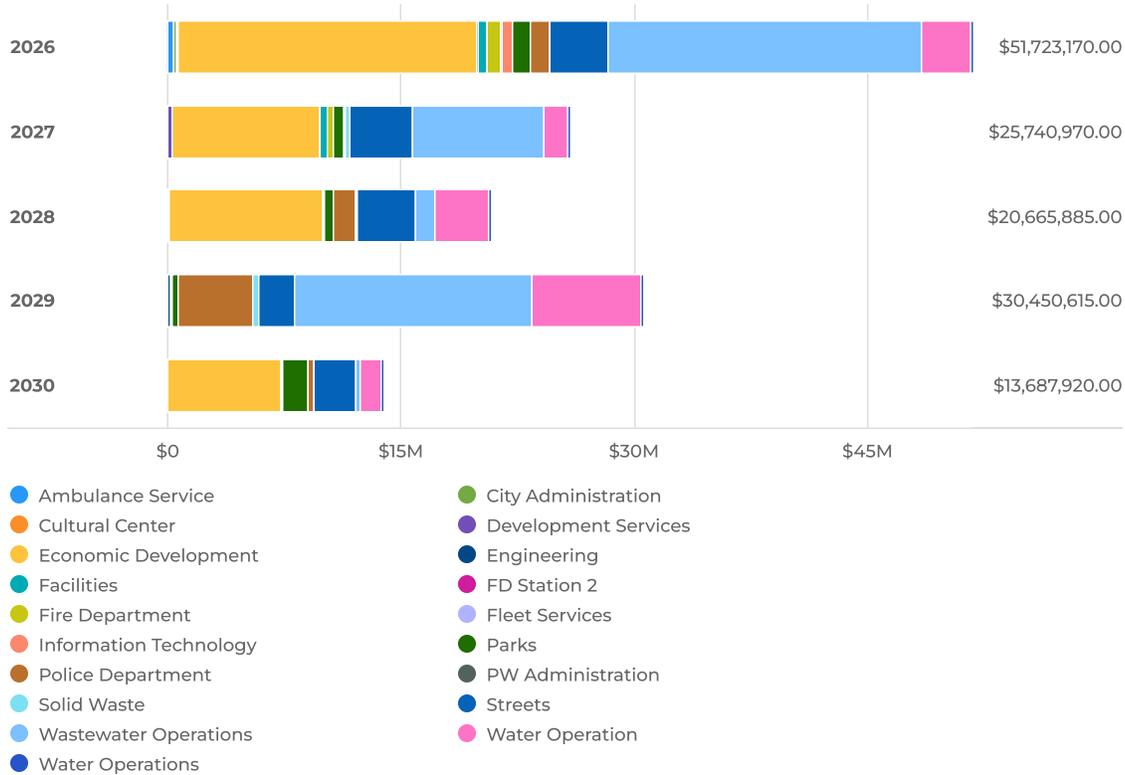
Some of the most significant investments in the multi-year plan include a \$39 millions expansion of the West and East Waste Water treatment plant with the objective of preventing the deterioration of existing infrastructure and adding capacity to ensure continued adequate, reliable service for the community. The plan also considers investment of \$22 millions in street projects and \$18 millions projects for Water System production, storage and distribution.

The charts below show the capital projects allocated by departments, as well as the financial impact these future projects would have on the annual budget over the next five years.

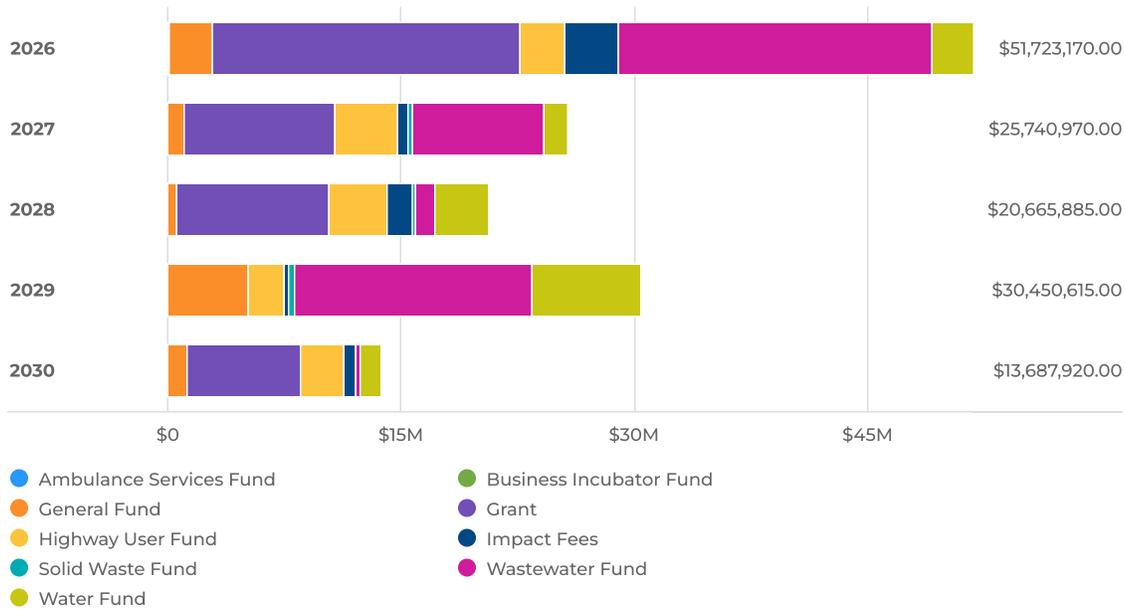
Total Capital Requested
\$142,268,560

120 Capital Improvement Projects

Total Funding Requested by Department



Total Funding Requested by Source



Economic Development Requests

Itemized Requests for 2026–2030

Business Accelerator Program – Fuerza Local Cohort 3	\$60,000
The Fuerza Local Business Accelerator program is a six-month program designed to teach underserved microentrepreneurs important basics for financial literacy and business development. Participants attend weekly classes on a variety of topics...	
CDBG RA – Merrill Avenue Street Improvements Phase II	\$1,121,710
This project involves repaving Merrill Avenue, a 48-foot-wide road, including a center turn lane, two 20-foot lanes, and 6-foot bike lanes. The scope includes replacing miscellaneous curbs, sidewalks, sidewalk ramps, and cross gutters on the west...	
Cesar Chavez Blvd Commercial Land Development – State Land Auction Preparation	\$30,000
I would like to request the addition of a Capital Project for consideration: Cesar Chavez Blvd Commercial Land Development – State Land Auction Preparation. I spoke with the State Land Lead, who provided a verbal cost estimate of \$30,000 for Phase...	
Downtown Redevelopment Plan – Phase I	\$7,362,000
The Downtown Redevelopment Plan was a conceptual design, planning, and placemaking effort that focused on developing a revitalized downtown core in the City of San Luis, Arizona. The area of focus was between Urtuzuastegui Street (“U” Street)...	
Downtown Redevelopment Plan – Phase II	\$7,276,000
The Downtown Redevelopment Plan was a conceptual design, planning, and placemaking effort that focused on developing a revitalized downtown core in the City of San Luis, Arizona. The area of focus was between Urtuzuastegui Street (“U” Street)...	
Downtown San Luis Master Drainage Plan	\$1,427,000
The project will increase the efficiency of the existing stormwater drainage infrastructure in the Downtown San Luis area, including Archibald Street and C Street.	
EDA Grant – Highway 95 Water and Sewer Project (Transferred FY 25)	\$1,597,400
The project will install approximately 7,600 lineal feet of 12-inch water line and approximately 500 lineal feet of 4” sewer force main and a sewage lift station. This project was previously budgeted for FY 25, but due to grant timelines, the...	
EPA CC Grant – Community Engagement and Outreach Activities	\$250,000
This funding supports developing and implementing a marketing plan, coordinating community outreach activities with partners, and tracking meetings related to the Workforce Program. It also covers participation in stakeholder and governmental...	
EPA CC Grant – Cross-Border Mobility Community and Climate Action Plan	\$500,000
The City will advertise and procure the services of a consulting agency to develop the plan in cooperation with Transportation Partners, such as the Greater Yuma Port Authority and Yuma Metropolitan Planning Organization. Based on the history of...	
EPA CC Grant – CSF Community Resilience Hub	\$5,000,000
In partnership with Campesinos sin Fronteras, the City of San Luis requested \$5,000,000 for the construction of a Community Resilience Hub. In July 2023, CSF acquired a 1.25-acre lot located along Cesar Chavez Blvd in San Luis, Arizona. CSF...	
EPA CC Grant – Downtown Plaza and Parking Lots	\$7,405,575
The project includes developing two major park areas, “Main Street Park” and “West Park,” featuring amenities such as walking paths, splash parks, a concert pavilion, and recreational fields, all connected by a pedestrian bridge. Additionally,...	
EPA CC Grant – Grant Compliance Management Services	\$700,000
The City of San Luis will advertise and procure a consulting firm experienced in federal program compliance and construction project management. The consultant will assist city staff in developing programmatic policies and procedures, preparing...	
EPA CC Grant – San Luis TechPRENURIAL Center (Fleetshop)	\$7,000,000
The San Luis TECHpreneurial Institute is a proposed 12,000–14,000 square-foot state-of-the-art facility located at the former COSL Fleet Maintenance site. This multi-story institute will include classrooms, manufacturing workspaces, showcase...	



EPA CC Grant - Solar Panel Installation **\$1,144,425**

The panels will be installed in the center of the Mobility Lot where they will increase shade and generate renewable energy. The approximate cost of the installation of Solar Panels on the mobility lot was submitted by the design engineer.

EPA CC Grant - Workforce Development Incentive Program **\$3,000,000**

This capital request focuses on workforce development by certifying 300 participants over three years at \$9,500 per participant, addressing the demand for skilled employees as green industry businesses relocate to the City. Funding supports...

Los Oros Street (CDBG-RA) **\$1,000,000**

Los Oros Street (CDBG-RA)

Rancho Los Oros Phase 3 (CDBG-RA) **\$1,000,000**

Rancho Los Oros Phase 3 (CDBG-RA)

YCIPTA Unmet Transit Study **\$20,000**

The YCIPTA Unmet Transit Study project will have a grant with a match of \$20,000.00.

Total: \$45,894,110

Fire Department Requests

Itemized Requests for 2026-2030

CDS Fire Station Alerting System **\$215,900**

A new station alerting system is essential for improving the efficiency and responsiveness of our fire department. Modern systems streamline communication by providing faster and more accurate dispatch alerts, ensuring that crews are mobilized...

Engine Pumper **\$800,000**

Today we have a 7-year-old Engine Pumper that is front line. Due to the wait time for an engine of 42-48 months from purchase to delivery, we need to start purchasing a new pumper. By the time we receive the new pumper, our front line unit will be...

Large Diameter Hoses **\$14,820**

The acquisition of large diameter hoses (LDH) is a critical component of our fire department's capital improvement plan. These hoses are essential for improving our operational efficiency, ensuring firefighter safety, and enhancing our ability to...

PPE & Helmets **\$242,000**

The shelf life of our PPE is 10 years. We are coming up on 10 years of service for our PPE and need to replace it for all our firefighters to include helmets.

UCAPIT Software **\$28,120**

This equipment is needed to start having our medical director and our medication storage at our station.

Total: \$1,300,840

FD Station 2 Requests

Itemized Requests for 2026-2030

Fire Station #2 6ft Extension Barn **\$15,000**

Fire Station #2 6ft Extension Barn

Total: \$15,000



Police Department Requests

Itemized Requests for 2026-2030

Mobile Digital Computer replacement (LBS Grant)	\$398,000
Replace the following items:Fifty (50) - Getac V110G7, Intel Core i7 MDCs with accessories and vehicle dock mounts.Two (2) - Getac X600, Intel Core i7 MDCs with accessories.EQUIPMENT TOTAL: \$370,501.63Installation of fifty (50) dock mounts on...	
PD Animal Control Vehicle	\$107,360
One (1) 2025 Ford F250, a fully equipped vehicle for Animal Control.VEHICLE: \$65,903.00 EMERGENCY EQUIPMENT: \$14,438.00ANIMAL TRANSPORT UNIT/COACH: \$27,011.00 Quotes are attached and include a 10% increase.	
PD Evidence Fridge	\$8,000
PD Evidence Fridge.	
Police 4x4 Vehicle with Police Equipment - OPSG Grant	\$83,000
Will buy a new 4x4 vehicle with equipment with OPSG Grant awarded.	
Police Department #2 - East Station - Carry over funds from FY 2023 CIP plus additional funds to complete the project	\$6,521,940
Police Station #2 - Eastside Phase I, Police Substation per 2021 plans and attached proposed revisions - \$3,468,222.00 Phase II, Sally Port/Holding Rooms/Interview Rooms/Phase III 2-Story Shell - \$1,369,035.00 Phase III, Fit-up second...	
Police Department Radios	\$150,000
PD Radios	
Police Vehicles FY26 (LBS Grant)	\$348,010
Six (6) 2025 Ford Explorer Police Interceptor, fully equipped vehicles.VEHICLES: \$58,115.00 per vehicle for a total of \$348,690.00 for all six.EMERGENCY EQUIPMENT/GRAPHICS: \$37,394.00 per vehicle for a total of \$112,182.00 for three (3) fully...	
Total: \$7,616,310	

Parks Requests

Itemized Requests for 2026-2030

All Terrain Litter Vacuum for Parks Grounds	\$77,880
<hr/>	
The Parks and Grounds Department would like to purchase a Madvac All-Terrain Litter Vacuum with Hydraulic Arm from Exprolink. This litter vacuum is a ride-on all-terrain vehicle that will greatly assist the Parks Grounds staff in picking up all...	
Demolition of Joe Orduño Park Restrooms	\$20,000
<hr/>	
Demolition of restrooms in Joe Orduño Park.	
East Community Park - Continuation Budget	\$1,500,000
<hr/>	
The East San Luis Community Park has been in development for the past couple of years. This year, the Parks & Recreation Department will focus on adding fencing to the soccer fields, working towards the softball fields, fencing the softball...	
Joe Orduño Park - Park Restroom Replacement (Upgrade)	\$257,200
<hr/>	
The Joe Orduño Park restrooms have not had an upgrade in several years. The Joe Orduño Park is highly visited and reserved for various sporting activities. With the demand of the park, the restrooms are in a dire need of upgrades. The vision for...	
Joe Orduño Park Relight Structure System	\$834,180
<hr/>	
Update light structure at Joe Orduño Park for the baseball and softball fields. This will take place over 3 years. FY2026 - Baseball field relight 50/30 foot candles plus Musco Show light entertainment package - \$361,900 FY2027 - Softball field...	
Maintenance for Assessment Audits	\$500,000
<hr/>	
An audit was done on several assessments, and it was advised that many repairs are needed to make areas up to code. The Parks Grounds Department is working in phases to comply with the audit recommendations and would like to work on the Assessment...	
San Luis Veterans Memorial Park	\$1,244,630
<hr/>	
The City budget request for the construction of San Luis Veteran Memorial Park.	
Toro Proline H800 with high-lift dump	\$45,000
<hr/>	
The Parks and Grounds Department would like to purchase the Toro Proline H800 with a high-lift dump mechanism. This lawn mower is different to what they already have in their inventory because it has a bin attached that collects all the grass that...	
<hr/>	
Total: \$4,478,890	

Cultural Center Requests

Itemized Requests for 2026-2030

Arnold Cordova Building Maintenance	\$44,100
<hr/>	
The Cesar Chavez Cultural Center used to have an off-site Activities Center where some classes and activities such as Piano, Guitar and Arts were given to participants. Unfortunately, this facility had to be demolished and staff were advised that...	
<hr/>	
Total: \$44,100	

Facilities Requests

Itemized Requests for 2026-2030

Access Control for Fire Department Doors	\$9,300
Parts and labor to install access control proxy card system devices in the Fire Department's bay area and training room. Would be running low voltage wiring from the IT room to all doors and installing devices in each area mentioned...	
ADA Handicap Bathrooms for Fernando Padilla Building	\$5,200
The Fernando Padilla Building has men's and women's multiple restrooms and has two single restrooms. Prior to the building remodel, the two single restrooms were handicap-accessible.	
ASPHALT REHAB FOR BUSINESS INCUBATOR	\$15,500
ASPHALT REHAB FOR BUSINESS INCUBATOR AREA, IT WOULD INCLUDE PREP, CRACKFILL, SEAL AND RE-STRIPE.	
ASPHALT REHAB FOR VARIOUS CITY PARKING AREAS	\$58,500
ASPHALT REHAB (PREP, CRACKFILL, SEAL, RE-STRIPE) FOR THE FOLLOWING AREAS:FacilitiesCourtProsecutorArnold Cordova Activity BuildingCultural CenterJoe Orduño Park EntranceHead Start Area	
City Hall Roof Repair	\$170,100
ROOF NEEDS TO BE REPAIRED DUE TO TILES FALLING AND TO AVOID AN ACCIDENT.	
Exterior Paint for the San Luis Fire Department	\$36,000
Exterior paint for the San Luis Fire Department. The scope of work would be pressure washing, repairs, preparing walls for painting. The exterior of the building has not been painted since it was built.	
Exterior paint for the San Luis Police Department	\$30,500
Exterior paint is needed for the San Luis Police Department. The scope of work would be preparation, pressure washing, repairs and preparing walls for paint. The exterior building has not been painted since it was built.	
Fire Alarm System & Smoke Detection for San Luis Municipal Court	\$40,680
The San Luis Municipal Court is one of our oldest buildings. For the safety of the employees and customers, I would like to request the installation of a Fire Alarm System and smoke detection for the San Luis Municipal Court.	
Fire Alarm System with Smoke Detectors for Fernando Padilla Building	\$32,980
When the Fernando Padilla Community Center was built there was no fire alarm included. Due to safety, I would like to install a fire alarm system.	
Fire Department Roof repair	\$140,750
The roof needs to be repaired. A 10% increase was added to the original quote.	
Flooring for Fire Station #1 Dorm Area	\$21,000
Flooring needed for Fire Station #1 dormitory area, gym area etc.	
Flooring replacement at the Parks Administration Building	\$32,000
Flooring replacement at the Parks Administration Building. The current flooring has been installed since the building was first built.	
Interior paint of the Parks Building	\$6,700
The Parks & Recreation Building is occupied by the Parks Administration in the front half of the building and the Parks Grounds occupy the back half of the building. The front half of the building was recently remodeled and painted...	
New Signate Installation Interior Wall of City Hall Lobby Area	\$22,700
New Signate Installation Interior Wall of City Hall Lobby Area	
Police Department Roof repair	\$168,100
The roof needs to be repaired. A 10% increase was added to the original quote.	



Purchase of a 20" Auto Scrubber CT50 **\$5,100**

A scrubber machine will be needed for Facilities Staff to use at the Arnold Cordova Activity Building. The Parks & Recreation Department is planning to open as soon as the remodel gets completed.

Refrigeration Units for Various Buildings - As needed Basis **\$450,000**

Five to Seven A/C Units being requested. Replacements are conducted as needed.

Replace lamps(cells) light fixtures at Parks Building, grounds area **\$9,000**

Replace lamps (cells) light fixtures inside the Parks Building, grounds area (back side of building) with LED flat panel light fixtures for uniformity on the front of the inside area of the building.

Replacement of Garage Bay Doors for Fire Station #1 **\$39,000**

Replacement of Garage Bay Doors for Fire Station #1. Provide & Install (6) 14'2X14' Model 524V with Full View Glass

VCT YOUTH CENTER FLOOR REPLACEMENT **\$17,300**

REPLACE FLOOR AND CARPET WITH VCT FLOORING AT YOUTH CENTER.

Total: \$1,310,410



Streets Requests

Itemized Requests for 2026-2030

10th Ave Widening - Full Buildout Design	\$100,000
Construction of phase 1 in FY25.FY26 - Full build-out design plus EA if needed and ROW acquisition.	
10th Avenue & Los Alamos Curve Project Match	\$79,230
The FY25 match will be \$79,223 (roundup up) \$79,230.	
60" Hand Squeeze Roll Applicator	\$9,000
Need a 60" Hand Squeeze Roll Applicator with extension table and air cylinder kit.	
6th Avenue extension north, from Union Street to Co. 22nd Street Roadway Design	\$3,974,650
Engineer estimate provided by JDA for 2 lane road.	
6th Avenue Repaving - U Street to Cesar Chavez Blvd Roadway Project	\$850,000
Repaving of failed pavement	
Ave B Shoulder Improvements Match	\$66,570
\$66,562.18 (\$66,570.00) owed towards IGA Contribution for this project.	
Ave F Street Widening Design (between Cesar Chavez Blvd and San Luis Lane) - Design, Bid, Construction	\$2,015,000
NEI recommends removing sidewalks for now to expedite the construction of this roadway. Please see the project schedule below. Current design is at 60%. Will finalized 100% design in FY26	
Cesar Chavez Blvd. Project Match ADOT	\$1,000,000
The project is the widening of the boulevard from two lanes to four lanes with a center median (design and construction).	
Co. 22nd and 4th Avenue Intersection Improvements	\$400,000
Traffic Signal equipment installed in FY25 Intersection improvement construction started in FY25FY26 - Completion of intersection improvements.	
Co. 22nd St. between Sidewinder Rd. & Main St. Roadway Widening Design and Construction	\$2,500,000
Roadway capacity improvement	
Co. 25th Street extension to Ave B	\$50,000
For planning/conceptual design.	
Drainage Improvements Design, Mesa Street and Cesar Chavez Blvd	\$50,000
Drainage Improvements, Mesa Street and Cesar Chavez Blvd. It was discovered in January 2024 that the east side drain was not completed during construction. The drain does not lead anywhere, repairs are needed. West side repairs are needed as...	
Ford F350 Service Truck for HU	\$86,000
Vehicle replacement for HU - Service truck for sign and striping.	
GSA Project - Improvements on Urtuzuastegui Street	\$359,000
This is part of the IGA for the POE, U Street Improvements will include traffic signal improvements on U Street and Archibald and Williams Brooks. Approved by Council on 02/07/24. Was formerly housed under Economic Development(200-210-90010)	
HP Latex 700 W Printer	\$35,000
Need an HP Latex 700 W Printer. Will need materials that include 3M Diamond Grade Reflective Sheeting 4090DS White for Digital Printing and 3M Diamond Grade Reflective Sheeting 4090.	



John Deere 3025D compact tractor for Highway Users	\$40,000
Highway users is in need of a compact tractor and attachments for the maintenance of right of ways and repairs.	
Lakin Subsidence issue, road improvement Construction	\$200,000
Approximately 150' of the right northbound lane is experiencing subsidence. Engineering services are needed to evaluate the issue. Designed in FY25Construction in FY26	
Main Street & B Street Intersection Improvements	\$600,000
Roadway circulation improvementTraffic Signal on B & Main + other impts.Design by KH in FY25Purchase TS equipment in FY25 (with funds from Union St project)Construction in FY26.	
New Traffic Signal, Ave F and Co 24th St	\$591,000
This project is required to improve traffic safety and vehicular flow at this targeted intersection. If warranted by ongoing traffic studies. 2023 Proposal from NEI for similar project, \$83,500 (Co. 22nd and 4th Ave). We...	
Reoccurring Pavement Preservation Program	\$1,600,000
Pavement preservation involves applying a series of low-cost treatments every few years to roads that are in good condition to slow down further deterioration. Pavement preservation treatments such as slurry seal, fog seal, and chip seal can keep...	
Sidewinder Road Street Lights	\$104,000
Sidewinder Streetlights, 19 Street Lights approximately 3,600 Linear FeetAPS Fees, approximately \$3,200 (19) per light = \$60,800Underground construction, approximately \$21 per linear foot = \$75,600Total = \$136,400, minus \$33,000 contribution =...	
Union Street and 4th Avenue intersection and Traffic Signal Improvements Design & Construction	\$1,720,000
Currently, Union Street and 4th Avenue intersection experiences terrible traffic during peak hours. The improvements to this road segment will greatly increase and enhance resident experience, increase safety, and reduce vehicle...	
US95 Co 201/2 St to Co 22nd St- Raised Median Match	\$101,740
\$27,172 was paid in FY24. Construction match for ADOT project is owed in FY26 \$101,731.	
Total: \$16,531,190	

Water Operations Requests

Itemized Requests for 2026-2030

ADWR Assured Water Supply Update	\$50,000
Professional services to update 100 year assured water supply designation with ADWR.	
Total: \$50,000	

Wastewater Operations Requests

Itemized Requests for 2026-2030

BobCat Skid-Steer Loader	\$100,000
The department needs to replace one of its skid-steer loaders used at the treatment plants.	
East WWTP Expansion Design & Construction	\$16,000,000
The east side of San Luis has experienced incredible growth in recent years. This growth has caused an increase in flow to the East Wastewater Treatment Plant. The East Wastewater Treatment Plant needs to increase its current treatment...	
High School Lift Station Generator	\$80,000
High School LS is in need of backup power for compliance and operational needs.	
Lift Station 3A Perimeter Fencing - Block Wall	\$38,000
Lift Station 3A is located in East San Luis and it immediately serves POE II. This LS has a chain-link fence that does not protect it from weather, such as blow sand nor provides sufficient security to it. New wall will also improves...	
SCADA - Supervisory Control and Data Acquisition - Wastewater	\$900,000
SCADA - Supervisory Control and Data Acquisition - Water & Wastewater automated controlling for treatment, distribution and collection facilities.	
Sewer Manhole Repairs and Replacements Annual Program	\$1,250,000
Wastewater Operations Division is requesting funding to repair and or replace 10 manholes within the sanitary sewer system per year. The earliest part of our City has an aging sanitary sewer system. Our Wastewater Operations Division has...	
West Wastewater Treatment Plant Expansion Construction (Inc. Building & FM) - Construction and Design	\$27,030,000
The West Wastewater Treatment Plant is an aging plant that is in need of rehabilitation, process and system upgrades, and additional capacity. This capacity increase will allow for an increase in home and commercial development. During the FY25...	
Total: \$45,398,000	

Fleet Services Requests

Itemized Requests for 2026-2030

BendPak Two-Post Shop Lifts Replacements	\$80,000
Fleet is requesting to replace their old 2-post shop lifts that were recycled from the old fleet shop. While the replacement will also entail to bring new lifts with larger capacity to be able to lift heavy equipment.	
Fleet Services Vehicle wash bay	\$25,000
A vehicle/equipment wash bay is needed to perform cleaning of parts, vehicles, equipment.	
Portable Shop Coolers (2)	\$6,000
Fleet is requesting two new shop coolers for bay areas.	
Total: \$111,000	

Solid Waste Requests

Itemized Requests for 2026-2030

Solid Waste Truck Lease/Purchases **\$530,000**

Replacements: FY28/FY29: Vehicle 3270, a 2004 Autocar Scorpion Solid Waste Truck, Vin: 5VDC6BEX6H203270). This truck is 20 years old. The average life span of a solid waste truck is 8 years. FY29/FY30: Vehicle 487 a 2004...

Used Rear loader **\$244,000**

Solid Waste is requesting a second rear loader for the annual community cleanup campaign, special pickups, and other solid waste operations for Fiscal Year FY27. During the 05/31/23 Council Meeting, the purchase of 2021 Frieghtliner Solid...

Total: \$774,000

Development Services Requests

Itemized Requests for 2026-2030

Decennial Census 2030 **\$50,000**

Funding for Census 2030 promotional programs.

Decennial General Plan Update **\$300,000**

Arizona Revised Statute 9-461.06 mandates that all municipalities update their General Plans every 10 years; the current General Plan was updated in 2020, replacing the plan made in 2011. The General Plan serves as the official policy...

Transportation Master Plan **\$300,000**

Transportation Master Plan

Total: \$650,000

Information Technology Requests

Itemized Requests for 2026-2030

Modular Data Center for Tower Equipment **\$400,000**

The project aims to enhance communication infrastructure on the east side of the city by constructing a monopole and modular data center to mount and house a radio frequency repeater. This repeater will significantly improve signal strength and...

Replace Obsolete Network Switch Infrastructure **\$240,000**

Replacing end-of-life (EOL) network switches is crucial for maintaining a secure and reliable IT infrastructure. EOL network switches no longer receive manufacturer support, including security updates, bug fixes, or technical assistance. This...

Total: \$640,000

City Administration Requests

Itemized Requests for 2026-2030

City of San Luis Capital Improvement Program and Procedures	\$150,000
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Development of a capital improvement program and supporting procedures.

CSL Website Upgrade	\$26,000
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City of San Luis Website discovery & design, template development, migration and implementation.

Total: \$176,000

Ambulance Service Requests

Itemized Requests for 2026-2030

Cardiac Monitor	\$55,000
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The inclusion of cardiac monitors in our ambulances is not just a matter of convenience—it is an essential investment in saving lives and ensuring the highest standard of pre-hospital care. Here's why: 1. Early...

CDS Grant Ambulance	\$371,000
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A new ambulance significantly enhances patient transport by ensuring reliability, safety, and efficiency. Equipped with the latest medical technology and ergonomic designs, it allows healthcare professionals to provide high-quality care during..

Total: \$426,000

Police Department Requests

Itemized Requests for 2026-2030

Police Equipment Border Security DEMA Grant	\$234,710
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The San Luis PD received a Conditional Award for the Border Security DEMA Grant.FUNDS REMAININGACCOUNTTOTAL
SPENTREMAININGPolice Vehicles \$398,660.93\$1,339.07Mono Pole Tower\$5,709.70\$159,290.30Surveillance\$99,130.00\$165,870.00All-
Terrain...

Total: \$234,710

PW Administration Requests

Itemized Requests for 2026-2030

Chevy Silverado Pickup Truck	\$38,000
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Replacement truck for code compliance officer.

Total: \$38,000



Water Operation Requests

Itemized Requests for 2026-2030

New Water Main Loop - San Luis Lane and Avenue D	\$220,000
Water system improvement	
SCADA - Supervisory Control and Data Acquisition - Water	\$610,000
SCADA - Supervisory Control and Data Acquisition - Water & Wastewater automated controlling for treatment, distribution and collection facilities.	
Water Operations Building Expansion	\$380,000
With the construction of a new well and treatment unit, an expansion was also planned as part of the same project, but phased out the following year. Design was completed during FY25.	
Water Storage Tank #7 (IMG Steel) Rehabilitation Project or Replacement	\$2,600,000
Water System Improvement.	
Water Storage Tanks Rehabilitation #3 & #4	\$1,700,000
Rehabilitation project for two water storage tanks at well sites 3 & 4. Each tank has a 500,000 MG capacity.	
Well Site #3 - Entire Electrical Upgrade and Civil/Repiping Improvements	\$650,000
Water System Improvements.	
Well Site 5 - New Water Storage Tank	\$4,100,000
Water system improvement	
Well Site 5 MCC Replacement - Cont'd of Well and MTU Project	\$60,000
A new well and treatment unit was installed by MGC Contractors in FY25. Due to long lead delivery items on electrical equipment, the MCC could not arrive during FY25. Hence, contractor installed a temporary one. A change order was approved...	
Well Site 7 - New Groundwater Well and MTU	\$5,200,000
In July of 2022 James Davey And Associates Inc was hired to provide a Water Systems Improvement Report. The report identified four phases of improvement to the current water storage, treatment, and distribution system. This is part of the...	
Well Site 7 Electrical and Booster Station Upgrades	\$1,000,000
Well Site 7 has received a new 2 MG storage tank and new distribution lines to feed the system. It now needs improvements at the booster pump station, which also entails electrical upgrades and backup power system upgrades.	
Total: \$16,520,000	

Engineering Requests

Itemized Requests for 2026-2030

New Pickup Truck	\$50,000
New pickup truck for engineering dept.	
Plotter for Engineering	\$10,000
Need a plotter for Engineering department.	
Total: \$60,000	



APPENDIX



Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balanced Budget: Total estimated expenditures for each of the governmental fund types must equal total anticipated revenues plus the portion of beginning of the year unreserved fund balance in excess of the required fund balance reserve. Estimated expenses for proprietary fund types must equal total anticipated revenues and unreserved retained earnings.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.



Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Capital Expenditure: is the money spent by the government on the development of machinery, equipment, building, health facilities, education, etc.

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs--are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.



Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

Fund Balance: Fund Balance is the total accumulation of operating surpluses and deficits since the beginning of a local government's existence. The Fund Balance Formula: $\text{Fund Balance} = \text{Assets} - \text{Liabilities}$.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.



Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.



Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

