



# **Title VI Implementation Plan**

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# Executive Summary

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The City of San Luis, has a Senior Center which provides transportation to the center for nutritious meals, education, exercise, hand-crafts, and social contact for the senior citizens of our City. The City of San Luis has never been a grantee.

Please see organization chart.

## What type of program fund(s) did you apply for?

- 5310
- 5311
- Other (please explain)\_\_\_\_\_

## Type of Funding Requests? (Select all that apply)

- Vehicle Funds
- Operating Funds
- Other (please explain)\_\_\_\_\_

# **Non Discrimination Policy Statement**

The City of San Luis policy assures full compliance with Title VI of the Civil Rights Act of 1964, the Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and related statutes and regulations in all programs and activities. Title VI states that "no person shall on the grounds of race, color, national origin, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination" under any City of San Luis sponsored program or activity. There is no distinction between the sources of funding.

The City of San Luis also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies and activities on minority and low-income populations. Furthermore, City of San Luis will take reasonable steps to provide meaningful access to services for persons with limited English proficiency.

When City of San Luis distributes Federal-aid funds to another entity/person, City of San Luis will ensure all sub-recipients fully comply with City of San Luis Title VI Nondiscrimination Program requirements. The Mayor has delegated the authority to Maria Sabori of the City's Human Resources Department the Title VI Program Coordinator, to oversee and implement FTA Title VI requirements.

City of San Luis Arizona



Gerardo Sanchez, Mayor

# Non Discrimination Notice to the Public

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## Notifying the Public of Rights under Title VI City of San Luis

The City of San Luis operates its programs and services without regard to race, color, national origin or disability in accordance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA). Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the City of San Luis.

For more information on the City of San Luis's civil rights program, and the procedures to file a complaint, contact Maria Sabori at 928-341-8520, (TTY 1-800-877-8339); email [MSabori@cityofsanluis.org](mailto:MSabori@cityofsanluis.org); or visit our administrative offices at 1090 E. Union Street, San Luis Arizona 85349. For more information, visit [www.cityofsanluis.org](http://www.cityofsanluis.org)

A complainant may file a complaint directly with the Arizona Department of Transportation (ADOT) or the Federal Transit Administration (FTA) by filing a complaint directly with the corresponding offices of Civil Rights: **ADOT**: ATTN: Title VI Program Manager 206 S. 17<sup>TH</sup> Ave MD 155A RM: 183 Phoenix AZ, 85007 **FTA**: ATTN: Title VI Program Coordinator, East Building, 5<sup>th</sup> Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590

If information is needed in another language, contact the City Clerk at 928-341-8520. Para información en español llame: El Secretario De La Ciudad 928-341-8520.

# Non Discrimination Notice to the Public - Spanish

## Aviso al Público Sobre los Derechos Bajo el Título VI City of San Luis

City of San Luis (*y sus subcontratistas, si cualquiera*) asegura cumplir con el Título VI De La Ley De Los Derechos Civiles De 1964, Sección 504 De La Ley De Rehabilitación De 1973 y La Ley De Ciudadanos Americanos Con Discapacidades De 1990 (ADA). El nivel y la calidad de servicios de transporte serán proveídos sin consideración a su raza, color, o país de origen.

Para obtener más información sobre el programa de derechos civiles de la Ciudad de San Luis, y los procedimientos para presentar una queja, contacte a Maria Sabori al 928-341-8520, (TTY 1800-877-8339), [MSabori@cityofsanluis.org](mailto:MSabori@cityofsanluis.org); o visite nuestra oficina administrativa en 1090 E. Union Street, San Luis, Arizona 85349. Para obtener más información, visite [www.cityofsanluis.org](http://www.cityofsanluis.org).

El demandante puede presentar una queja directamente con Arizona Department of Transportation (ADOT) o Federal Transit Administration (FTA) mediante la presentación de una queja directamente con las oficinas correspondientes de Civil Rights: ADOT: ATTN Title VI Program Manager 206 S. 17th Ave MD 155A Phoenix AZ, 85007 FTA: ATTN Title VI Program Coordinator, East Building, 5th Floor –TCR 1200 New Jersey Ave., SE Washington DC 20590

The above notice in English and in Spanish are posted in the following locations:

- San Luis Senior Services Department
- San Luis City Hall
- San Luis Police Department
- San Luis Fernando Padilla Community Center

This notice is posted online at [www.cityofsanluis.org](http://www.cityofsanluis.org)

## **Non Discrimination Complaint Procedures**

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These procedures provide guidance for all complaints filed under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA) as they relate to any program or activity that is administered by City of San Luis City/Public Transportation Programs (City) including consultants, contractors and vendors. Intimidation or retaliation as a result of a complaint is prohibited by law. In addition to these procedures, complainants reserve the right to file a formal complaint with other State or Federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints at the lowest possible level.

- (1) Any person who believes he and/or she has been discriminated against on the basis of race, color, national origin, or disability may file a Discrimination complaint by completing and submitting the City's Title VI Complaint Form.
- (2) Formal complaints must be filed within 180 calendar days of the last date of the alleged act of discrimination or the date when the alleged discrimination became known to the complainant(s), or where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct.
- (3) Complaints must be in writing and signed by the complainant(s) and must include the complainant(s) name, address and phone number. The Title VI contact person will assist the complainant with documenting the issues if necessary.
- (4) Allegations received by fax or e-mail will be acknowledged and processed, once the identity of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or email transmittal for the complaint to be processed.
- (5) Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return for processing.
- (6) Once submitted the City will review the complaint form to determine jurisdiction. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by the City or submitted to the State or Federal authority for guidance.

The City of San Luis/Public Transportation Programs will investigate Discrimination complaints against its subrecipients; all other Discrimination complaints filed against the City/Public Transportation Programs will be investigated by the Arizona Department of Transportation.

(7) For Discrimination complaints filed against the City/Public Transportation Programs: Within **72 hours or 3 (three)** calendar days or receipt, the City/Public Transportation Programs will notify ADOT of the Discrimination complaints being filed. The complaint will then be logged identifying its basis of discrimination, the status, and the next steps. ADOT will then assume jurisdiction and follow the ADOT's complaint procedures for investigating the complaint.

(8) For Discrimination complaints filed against the City/Public Transportation Programs subrecipients (ie, consultants, vendors, and contractors) the City/Public Transportation Programs will assume jurisdiction and will investigate and adjudicate the case.

(9) The City has 90 days to investigate the complaint. If more information is needed to resolve the case, the City may contact the complainant. The complainant has 10 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 10 business days, the City can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue the case.

(10) After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur. If the complainant wishes to appeal the decision, she/he has 10 days after the date of the letter or the LOF to do so.

(11) A copy of either the closure letter or LOF must also be submitted to ADOT within 72 hours of that decision. Letters may be submitted by hardcopy or email.

(12) A complainant dissatisfied with a City decision may file a complaint with the Arizona Department of Transportation (ADOT) or the Federal Transit Administration (FTA) offices of Civil Rights: ADOT: ATTN Title VI Program Manager 206 S. 17<sup>TH</sup> Ave MD 155A RM: 183 Phoenix AZ, 85007 FTA: Attention Title VI Program Coordinator, East Building, 5<sup>th</sup> Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590

(13) A copy of these procedures can be found online at: [www.cityofsanluis.org](http://www.cityofsanluis.org).

If information is needed in another language, contact Maria Sabori (928) 341-8520. Para informacion en Español llame :Maria Sabori (928)341-8520: MSabori@cityofsanluis.org

# Discrimination Complaint Form

<b>Section I</b>		
Name:		
Address:		
Telephone (Home):	Telephone (Work):	
E-Mail Address:		
Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other
<b>Section II</b>		
Are you filing this complaint on your own behalf?	<input type="checkbox"/>	<input type="checkbox"/> No
<i>*if you answered "yes" to this question, go to Section III.</i>		
If not, please supply the name and relationship of the person for whom you are		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.	<input type="checkbox"/> No	
<b>Section III</b>		
I believe the discrimination I experienced was based on (check all that apply):		
<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin <input type="checkbox"/> Disability
Date of Alleged Discrimination (Month, Day, Year): _____		
<p>Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all person who were involved. Include the name and contact information of the person(s) who discriminate against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.</p> <p>_____</p> <p>_____</p> <p>_____</p>		
<b>Section VI:</b>		
Have you previously filed a Discrimination complaint with this agency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes, please provide any reference information regarding your previous complaint.	
<b>Section V:</b>	
Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, check all that apply:	
<input type="checkbox"/> Federal Agency	<input type="checkbox"/> State Agency:
<input type="checkbox"/> Federal Court:	<input type="checkbox"/> Local Agency:
<input type="checkbox"/> State Court :	
Please provide information about a contact person at the agency/court where the complaint was filed.	
Name:	
Title:	
Agency:	
Address:	
Telephone:	
<b>Section VI:</b>	
Name of agency complaint is against:	
Name of person complaint is against:	
Title:	
Location:	
Telephone Number (if available):	

You may attach any written materials or other information that you think is relevant to your complaint. Your signature and date are required below.

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Signature Date

City of San Luis City/Public Transportation Programs, Human Service & Transit Director  
1090 E. Union Street  
P.O. Box 1170  
San Luis, Arizona 85349  
(928) 341-8520  
[MSabori@cityofsanluis.org](mailto:MSabori@cityofsanluis.org)  
A copy of this form can be found at [www.cityofsanluis.org](http://www.cityofsanluis.org)

# Discrimination Investigations, Complaints, and Lawsuits

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This form will be submitted annually. If no investigations, lawsuits, or complaints were filed, a blank form will be submitted.

Description/Name	Date (Month, Day, Year)	Summary (include basis of complaint: race, color, national origin or disability)	Status	Action(s) Taken (Final findings?)
<b>Investigations</b>				
1)				
2)				
<b>Lawsuits</b>				
1)				
2)				
<b>Complaints</b>				
1)				
2)				

City of San Luis has not had any Title VI Discrimination complaints, investigations, or lawsuits in 2016.



# **City of San Luis Public Participation Plan**

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The City of San Luis is engaging the public in its planning and decision-making processes for its Federal Aid projects and services. City Council is the decision-making body for the City for Federal Grant applications.

- When the applications are presented to Council, the Council Meeting has been noticed by posting at the following places in San Luis, City Hall, the Police Department, the Fernando Padilla Community Center, and on the City's website. Usually the posting is done 6 days before the meeting and no less than 24 hours before the meeting. Every meeting allows for public comment either in English or Spanish at a minimum during the Public Comment period. Depending upon the Federal Grant there may be another period of public comment at the time of grant item comes up if it is in the agenda as a Public Hearing, which it often is.
- Title VI rights are posted in English and in Spanish on all the City Council's Notices of Agenda. The Council meets usually a minimum of twice per month but most months meets 4 times per month.
- More extensive Title VI rights are posted in English and in Spanish separately from the Notices of Agenda permanently in San Luis at City Hall, at the Police Station, at the Fernando Padilla Community Center, at the Senior Center, and on the City's website.
- Public meetings are scheduled to increase the opportunity for attendance by stakeholders and the general public. Comments are received in both English and Spanish. Meeting are scheduled during non-traditional business hours, 7:00 p.m. on Wednesdays.
- When a public meeting is focused on a planning study or program related to a specific geographic area or jurisdiction within the region, the meeting or hearing is held within that geographic area or jurisdiction and may be held more than one time and during non-traditional business hours.
- Public meetings are held in locations accessible to people with disabilities and are located near a transit route when possible.
- Public meetings of City Council have simultaneous interpreter for both English and Spanish speakers and audio equipment so that the interpreter does not interrupt the meeting. Proceedings are held in English so the interpreter translates to Spanish for Spanish speakers. If public comment is received in Spanish, the interpreter translates to English.

City of San Luis made the following most recent community outreach efforts regarding the City's grant application for the Coordinated Mobility Program Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities for badly needed vehicles for Senior Center's transportation program:

City Council Work Session April 6, 2016 and  
City Council Special Meeting April 14, 2016

Notices for these meetings were posted on the City's Web Site, at San Luis City Hall, at San Luis Police Station, at San Luis Fernando Padilla Community Center. For the City Council Special Meeting of April 14, 2016 the item was posted for a public hearing which allowed for public comment at the time the item comes up on the agenda. There was a second public comment period at the end of the meeting.

It is anticipated that there will be several Public Meetings in the next year regarding Federal Aid projects. In addition to the City's most recent grant application for the Coordinated Mobility Program Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities, the City is involved with Regional Planning efforts and Community Block Development Grants which will involve Public Meetings.

City of San Luis submits to the Arizona Department of Transportation annually an application for funding. Part of the annual application is a public notice, which includes a 30-day public comment period.

## **Following this page are sample public participation outreach documents**



# AGENDA ITEM REVIEW FORM

Work Session 2.G.  
 Meeting Date: 04/06/2016  
 Department Head: Sonia Cornelio, City Clerk, Office of the City Clerk  
 Submitted By: Sonia Cornelio, City Clerk, City Clerk's Office  
 Action Requested: Discussion Item - No Action to be Taken

ITEM:  
 Discussion on any and all matters regarding the submission of the 5310 Grant Application for Senior Services Department.  
**(Chris Hagen, Management Analyst)**

SUMMARY:  
 The grant request is for two (2) cutaway 14 passenger vehicles with a lift and a mini van with a lift to transport seniors and those with disabilities. San Luis match is approximately \$46,000.00.

RECOMMENDATION / SUGGESTED MOTION:  
**Discussion only, no action.**

**Supporting information not attached to the Agenda Item Review Form:**

N/A  
 Document to be Recorded?: No

**N/A**

Fiscal Impact  
 IS THERE FISCAL IMPACT ASSOCIATED WITH THIS ITEM: Yes  
 CITY/STATE/FEDERAL FUNDS: City  
 TOTAL: \$46,000.00  
 BUDGETED: No

AVAILABLE TO            N/A  
TRANSFER:  
ACCOUNT  
#/REMAINING            \$0.00  
BALANCE:

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

If awarded, the total fiscal impact would be \$46,000.00 for all three vehicles. Award of grant will be October-November 2017.

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# **City of San Luis Limited English Proficiency Plan**

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**The number of LEP—Four Factor Analysis**

Subject	San Luis city, Arizona					
	Total		Percent of specified language speakers			
	Estimate	Margin of Error	Speak English "very well"		Speak English less than "very well"	
			Estimate	Margin of Error	Estimate	Margin of Error
<b>Population 5 years and over</b>	27,403	+/-380	45.3%	+/-3.5	54.7%	+/-3.5
<b>Speak only English</b>	8.1%	+/-1.5	(X)	(X)	(X)	(X)
<b>Speak a language other than English</b>	91.9%	+/-1.5	40.5%	+/-3.6	59.5%	+/-3.6
<b>Spanish or Spanish Creole</b>	91.8%	+/-1.5	40.4%	+/-3.7	59.6%	+/-3.7
<b>Other Indo-European languages</b>	0.0%	+/-0.1	100.0%	+/-100.0	0.0%	+/-100.0
<b>Asian and Pacific Island languages</b>	0.0%	+/-0.1	-	**	-	**
<b>Other languages</b>	0.1%	+/-0.2	95.0%	+/-11.9	5.0%	+/-11.9
<b>SPEAK A LANGUAGE OTHER THAN ENGLISH</b>						
<b>Spanish or Spanish Creole</b>	25,148	+/-499	40.4%	+/-3.7	59.6%	+/-3.7
<b>5-17 years</b>	6,919	+/-516	59.7%	+/-7.3	40.3%	+/-7.3
<b>18-64 years</b>	16,235	+/-611	36.9%	+/-4.1	63.1%	+/-4.1
<b>65 years and over</b>	1,994	+/-386	2.0%	+/-2.4	98.0%	+/-2.4
<b>Other Indo-European languages</b>	5	+/-9	100.0%	+/-100.0	0.0%	+/-100.0
<b>5-17 years</b>	0	+/-27	-	**	-	**
<b>18-64 years</b>	5	+/-9	100.0%	+/-100.0	0.0%	+/-100.0
<b>65 years and over</b>	0	+/-27	-	**	-	**
<b>Asian and Pacific Island languages</b>	0	+/-27	-	**	-	**
<b>5-17 years</b>	0	+/-27	-	**	-	**
<b>18-64 years</b>	0	+/-27	-	**	-	**
<b>65 years and over</b>	0	+/-27	-	**	-	**
<b>Other languages</b>	40	+/-42	95.0%	+/-11.9	5.0%	+/-11.9
<b>5-17 years</b>	0	+/-27	-	**	-	**
<b>18-64 years</b>	40	+/-42	95.0%	+/-11.9	5.0%	+/-11.9
<b>65 years and over</b>	0	+/-27	-	**	-	**
<b>CITIZENS 18 YEARS AND OVER</b>						
<b>All citizens 18 years and over</b>	12,022	+/-771	62.1%	+/-5.0	37.9%	+/-5.0
<b>Speak only English</b>	15.8%	+/-2.9	(X)	(X)	(X)	(X)
<b>Speak a language other than English</b>	84.2%	+/-2.9	55.0%	+/-5.7	45.0%	+/-5.7
<b>Spanish or Spanish Creole</b>	83.8%	+/-2.9	54.8%	+/-5.7	45.2%	+/-5.7
<b>Other languages</b>	0.4%	+/-0.4	95.6%	+/-10.5	4.4%	+/-10.5
<b>PERCENT IMPUTED</b>						
<b>Language status</b>	7.7%	(X)	(X)	(X)	(X)	(X)
<b>Language status (speak a language other than English)</b>	8.3%	(X)	(X)	(X)	(X)	(X)
<b>Ability to speak English</b>	8.3%	(X)	(X)	(X)	(X)	(X)

Source: U.S. Census Bureau, 2010-2014 American Community Survey 5-Year Estimates

## Explanation of Symbols:

1. An '\*\*\*' entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate.
2. An '-' entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.
3. An '-' following a median estimate means the median falls in the lowest interval of an open-ended distribution.
4. An '+' following a median estimate means the median falls in the upper interval of an open-ended distribution.
5. An '\*\*\*\*' entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.
6. An '\*\*\*\*\*' entry in the margin of error column indicates that the estimate is controlled. A statistical test for sampling variability is not appropriate.
7. An 'N' entry in the estimate and margin of error columns indicates that data for this geographic area cannot be displayed because the number of sample cases is too small.
8. An '(X)' means that the estimate is not applicable or not available.

<http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>

# **City of San Luis Limited English Proficiency Plan**

## **INTRODUCTION**

This Limited English Proficiency Plan (“LEP Plan”) has been prepared to address the City of San Luis, Arizona responsibilities as a recipient of federal financial assistance as such responsibilities relate to the needs of individuals with limited English language skills. The LEP Plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq., and its implementing regulations, which provide that no person shall be subjected to discrimination on the basis of race, color or national origin under any program or activity that receives federal financial assistance.

Executive Order 13166, titled “Improving Access to Services for Persons with Limited English Proficiency,” indicates that differing treatment based upon a person’s inability to speak, read, write or understand English is a type of national origin discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying the recipients’ obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds, including the City of San Luis (“City”) which receives federal assistance through Yuma County and the State of Arizona.

## **LEP PLAN SUMMARY**

The City has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency (“LEP”) who wish to access services provided by the City. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have a limited ability to read, speak, write or understand English.

This LEP Plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, how to notify LEP persons that assistance is available, and information for future LEP Plan updates.

In developing this LEP Plan, the City undertook the four-factor LEP analysis which considers the following factors: 1) the number or proportion of LEP persons in the service area who may be served or are likely to encounter a City program, activity or service; 2) the frequency with which LEP persons come in contact with City programs, activities or services; 3) the nature and importance of programs, activities or services provided by the City to the LEP population; and 4) the resources available to the City and the overall costs to provide LEP assistance. A summary of the results of the four-factor analysis is provided in the following section.

## **FOUR-FACTOR ANALYSIS**

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a City program, activity or service.

City staff reviewed the 2010-2014 U.S. Census Report and determined that of 27,403 persons in the City 2,220 persons (8.1% of the population) speak only English; 25,183 persons (91.9% of the population) speak a language other than English. In the City, 2,220 persons (8.1%) have LEP; that is, they speak English “not well” or “not at all.” In the City, of those persons with

LEP, 25,183 speak Spanish, 0 speak Asian and Pacific Island languages, and 0 speak other languages.

2. The frequency with which LEP persons come in contact with City programs, activities or services.

The City assessed the frequency with which employees have, or could have, contact with LEP persons. This includes documenting phone inquiries and walk-ins. City staff have daily contact with LEP persons as evidenced by requests for interpreters and by requests for translation of City documents. All front receptionists, court clerks, and 911 have daily contact with LEP persons, Spanish Speakers. The only LEP persons who were non-Spanish speakers experience were the Court Clerks who had 2 individuals in the last 10 years.

3. The nature and importance of programs, activities or services provided by the City to the LEP population.

Of the City's population, 8.1% speak English and Spanish or Spanish only. As a result, there are social, service, professional and leadership organizations within the City service area that focus on outreach to LEP individuals. The City Council and City management have made it a priority to ensure that LEP assistance is available within the City.

4. The resources available to the City and overall costs to provide LEP assistance.

The City assessed its available resources that could be used for providing LEP assistance. This included identifying how much professional interpreter and translation services would cost on an as needed basis, which documents would be the most valuable to be translated, taking an inventory of available organizations with which the City could partner for outreach and translation efforts, and what level of staff training is needed.

Based on the four-factor analysis, the City developed its LEP Plan as outlined in the following section.

## **LEP PLAN OUTLINE**

### **Identification of LEP person in Need of Language Assistance**

Below are tools to help identify persons who may need language assistance:

The City Council stands behind a diverse employment population that will provide quality services to City residents and other constituents. With 91.9% of the City's population speaking a language other than English, the City Council understands the need to have a diverse employment population available to serve both English and non-English speaking individuals. Our employee demographics are: Less than 1% Asian;

Examining records to see if requests for language assistance have been received in the past, either at meetings or over the phone, to determine whether language assistance might be needed at future events.

When the City sponsors an event, having a staff person greet participants as they arrive. By informally engaging participants in conversation, it is possible to gauge each attendee's ability to speak and understand English.

Front-line staff will be surveyed annually on their experience concerning any contacts with LEP persons during the previous year.

### **Language Assistance Measures**

LEP whose language is Spanish may contact all staff in Spanish in person, by phone or by e-mail. If the staff person they reach happens not to be fluent in Spanish, a staff person is available immediately to assist. The City contracts Spanish/English professional interpreters for official proceedings held in English, free of charge to the LEP individuals interpreters for the Municipal Court and City Council Meetings. For other languages, the City will provide interpreters as needed for official proceedings. For LEP individuals who are not Spanish speakers, the City pays for reputable interpreter service by telephone, Optimal Phone Interpreters 877-746-4674. All front desk personnel have language identification cards also known as "I Speak Cards" displaying various written languages with the English word for that language in order to assist in determining the native language of the LEP person.

### **Safe Harbor Provision**

The City of San Luis complies with the Safe Harbor Provision, as evidenced by the number of documents available in the Spanish language. With respect to Title VI information, the following shall be made available in Spanish:

- (1) Title VI Notice
- (2) Complaint Procedures
- (3) Complaint Form

In addition, we will conduct our marketing (including using translated materials) in a manner that reaches the City's LEP group. Vital Documents include the following:

- (1) Notices of free language assistance for persons with LEP
- (2) Notice of Non-Discrimination and Reasonable Accommodation
- (3) Outreach Materials
- (4) Bus Schedules
- (5) Route Changes

This LEP Plan is posted on the agency website, [www.cityofsanluis.org](http://www.cityofsanluis.org).

Sample documents of the types of services the City of San Luis provides for LEP individuals are attached.

### **Staff Training**

All City staff will be provided with the LEP Plan and will be educated on procedures to follow. This information will also be part of the City staff orientation process for new hires. Training topics are listed below:

Understanding the City Title VI Policy and LEP responsibilities.

What language assistance the City offers.

Use of LEP "I Speak Cards"

Documentation of language assistance requests.

How to handle a potential Title VI and/or LEP complaint.

### **Outreach Techniques**

If City staff knows that they will be presenting a topic that could be of potential importance to an LEP person or if staff will be hosting a meeting or a workshop in a geographic location with a known concentration of LEP persons, meeting notices, fliers, advertisements, and agendas will be printed in an alternative language, based on the known LEP population in the area.

In each general public meeting notice, City staff shall insert a clause that translates into “A (insert alternative language) translator will be available.” For example, “Un traductor del idioma español estará disponible,” which means “A Spanish translator will be available.”

### **Monitoring and Updating the LEP Plan**

The City will update the LEP Plan as required by local and federal regulations. At a minimum, the LEP Plan will be reviewed and updated when data from the 2020 U.S. Census is available, or when it is clear that higher concentrations of LEP individuals are present in the City service area. Updates will include the following:

The number of documented LEP person contacts encountered annually.

How the needs of LEP persons have been addressed.

Determination of the current LEP population in the service area.

Determination as to whether the need for translation services has changed.

Determine whether the City has fully complied with the goals of this LEP Plan.

Determine whether complaints have been received concerning the agency’s failure to meet the needs of LEP individuals.

### **Dissemination of the LEP Plan**

A link to Title VI of the Civil Rights Act of 1964 and a link to the City LEP Plan will be included on the City website, [www.cityofsanluis.org](http://www.cityofsanluis.org). The City will post signs at City Hall notifying LEP persons of the LEP Plan and of how to access language services.

Questions or comments regarding the LEP Plan may be submitted to the City’s Title VI Coordinator.

Maria Sabori  
Human Resources Department  
City of San Luis  
1090 E. Union Street  
San Luis, AZ 85349 [Email: MSabori@cityofsanluis.org](mailto:MSabori@cityofsanluis.org)

---



**NEIGHBORHOOD CLEAN UP 2016 WEST CITY MAP**

**APRIL 18 - JUNE 3**

**SCHEDULE**

[WWW.CITYOFSTLOUIS.ORG/CLEANUP](http://WWW.CITYOFSTLOUIS.ORG/CLEANUP)

1	4
2	5
3	6

This map is for informational purposes only. The City of St. Louis assumes no liability.

For more information please call the Public Works Department at 928.341.3577

Front-line staff will be surveyed annually on their experience concerning any contacts with LEP persons during the previous year.

**Language Assistance Measures**

LEP whose language is Spanish may contact all staff in Spanish in person, by phone or by e-mail. If the staff person they reach happens not to be fluent in Spanish, a staff person is available immediately to assist. The City contracts Spanish/English professional interpreters for official proceedings held in English, free of charge to the LEP individuals interpreters for the Municipal Court and City Council Meetings. For other languages, the City will provide interpreters as needed for official proceedings. For LEP individuals who are not Spanish speakers, the City pays for reputable interpreter service by telephone, Optimal Phone Interpreters 877-746-4674. All front desk personnel have language identification cards also known as "I Speak Cards" displaying various written languages with the English word for that language in order to assist in determining the native language of the LEP person.

**Safe Harbor Provision**

The City of San Luis complies with the Safe Harbor Provision, as evidenced by the number of documents available in the Spanish language. With respect to Title VI information, the following shall be made available in Spanish:

- (1) Title VI Notice
- (2) Complaint Procedures
- (3) Complaint Form

In addition, we will conduct our marketing (including using translated materials) in a manner that reaches the City's LEP group. Vital Documents include the following:

- (1) Notices of free language assistance for persons with LEP
- (2) Notice of Non-Discrimination and Reasonable Accommodation
- (3) Outreach Materials
- (4) Bus Schedules
- (5) Route Changes

This LEP Plan is posted on the agency website, [www.cityofsanluis.org](http://www.cityofsanluis.org).

Sample documents of the types of services the City of San Luis provides for LEP individuals are attached.

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**Maria Sabori**  
Human Resources Department  
City of San Luis  
1090 E. Union Street  
San Luis, AZ 85349  
Email: [MSabori@cityofsanluis.org](mailto:MSabori@cityofsanluis.org)

City of San Luis

Posted on: April 4, 2016

### Advertencia Sobre Estafa a la Ciudadanía

San Luis, Arizona — La Ciudad de San Luis está poniendo sobre aviso al público en general acerca de la última estafa dirigida a los residentes. Una llamada fue reportada el día de ayer sobre un fraude relacionado con un pago. Un residente recibió una llamada de alguien que pretendía cobrar un recibo de servicios públicos (agua y drenaje) vencido con el fin de que los servicios no se hubiesen desconectado. El número que apareció en el identificador de llamadas lleva el prefijo 1-877-XXX-XXX.

Se les avisa a los ciudadanos que la Ciudad de San Luis no contacta por teléfono al público en general demandando dinero o cualquier otra forma de pago.

Usted debe rechazar cualquier llamada recibida pidiéndole un pago y debe de reportarla como estafa al Departamento de Policía al (928) 341-2420.

Se debe de considerar sospechoso en cualquier momento si usted recibe una llamada en donde se le pide el envío de dinero. Si usted tiene alguna duda sobre su recibo de servicios públicos (agua y drenaje) favor de llamar al departamento de Utilidades de la Ciudad de San Luis al (928) 341-8570.

#### Tools

[RSS](#)

[Notify Me!](#)

[View Archive](#)

#### Categories

- [All Categories](#)
- [City of San Luis](#)
- [Home](#)
- [San Luis Police Department](#)

[← Previous](#)

[City of San Luis 5K Event](#)

[Next →](#)

[Latest Scam Targeting Customers](#)

### Other News in City of San Luis

#### [City of San Luis 5K Event](#)

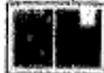
Posted on: April 5, 2016

#### [Latest Scam Targeting Customers](#)

Posted on: March 30, 2016

#### [Chief of Police Carlo Higgins Takes Oath of Office](#)

Posted on: March 24, 2016



#### [City of San Luis Names Official](#)



Select Language | ▼



### NOTICE OF REGULAR COUNCIL MEETING

In accordance with Section 38-431.01 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Members of City Council and to the general public that the Mayor and Council of the City of San Luis, Arizona will hold a Regular City Council meeting at 7:00 p.m. Wednesday, March 9, 2016. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349. Everyone from the public is invited to attend the open meeting.

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

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

#### THIS NOTICE IS APPROVED BY:

/s/ Sonia Cornelio, City Clerk

### AVISO DE JUNTA REGULAR

De acuerdo a la Sección 38-431.01 de los Estatutos Revisados del Estado de Arizona, se le informa a los Miembros del Cabildo y al público en general que el Alcalde y el Concilio de San Luis, Arizona, tendrán una Junta Regular a las 7:00 p.m. el día Miércoles, 9 de Marzo del 2016. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349, el público está cordialmente invitado.

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

Por medio de este aviso y de acuerdo con los Estatutos Revisados del Estado de Arizona, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar o no dar el consentimiento antes que el Estado o alguna subdivisión política grabe a un menor de edad, ya sea en audio o video. Las juntas del Cabildo se graban en audio y/o video y como resultado, el hecho de que haya menores presentes puede ser sujeto a que sean grabados. Para que los padres de familia puedan ejercer sus derechos, favor de autorizar por escrito con la Secretaría de la Ciudad a tal grabación, o tomar acción personal para asegurarse que su hijo/hija menor no este presente cuando la grabación se lleve a cabo. Si un menor de edad esta presente en el momento de la grabación, la Ciudad asumirá que los padres de familia estan cediendo los derechos sobre una posible grabación de acuerdo con el Estatuto Revisado del Estado de Arizona §1-602.A.9.

#### ESTE AVISO ES APROBADO POR:

/s/ Sonia Cornelio, Actuaría de la Ciudad

# Non-elected Committees Membership Table

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A subrecipient who selects the membership of transit-related, non-elected planning boards, advisory councils, or committees must provide a table depicting the membership of those organizations broken down by race. Subrecipients also must include a description of the efforts made to encourage participation of minorities on these boards, councils, and committees.

City of San Luis does NOT select the membership of any transit-related committees, planning boards, or advisory councils.



**NOTICE OF REGULAR PLANNING AND ZONING COMMISSION MEETING  
CANCELLATION**

Notice is hereby given that the Planning and Zoning Commission meeting scheduled for Tuesday, March 8, 2016 at 7:00 PM at the San Luis Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, has been cancelled.

**THIS NOTICE IS APPROVED BY:**

/s/ Roman Pacheco, Planning Technician

**AVISO DE CANCELACION DE LA JUNTA REGULAR DE LA COMISIÓN DE PLANEACIÓN Y  
ZONAMIENTO**

Por medio de este aviso, se notifica al publico en general que la junta regular de la Comisión de Planeación y Zonamiento de San Luis, Arizona, programada para el día 8 de Marzo del 2016 a las 7:00 p.m. en la Sala del Concilio, ubicada en el 1090 E. Union Street, San Luis, Arizona, ha sido cancelada.

**ESTE AVISO ES APROBADO POR:**

/f/ Roman Pacheco, Técnico en Planeación

# Monitoring for Subrecipient Title VI Compliance

City of San Luis does NOT monitor sub-recipients for Title VI compliance. In the event sub recipients come under the control of the City of San Luis, the City will adopt and implement a policy and procedure which ensures that all subrecipients comply with their obligations under Title VI and any other applicable federal and state laws, regulations and rules

## Title VI Training

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The City of San Luis is trained on Title VI requirements by the City Attorney who advises the Title VI Coordinator and other City Staff. The City of San Luis is planning for Title VI training within this fiscal year.

# Title VI Equity Analysis

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A subrecipient planning to acquire land to construct certain types of facilities must not discriminate on the basis of race, color, or national origin, against persons who may, as a result of the construction, be displaced from their homes or businesses. "Facilities" in this context does not include transit stations or bus shelters, but instead refers to storage facilities, maintenance facilities, and operation centers.

There are many steps involved in the planning process prior to the actual construction of a facility. It is during these planning phases that attention needs to be paid to equity and non-discrimination through equity analysis. The Title VI Equity Analysis must be done before the selection of the preferred site.

***Note: Even if facility construction is financed with non-FTA funds, if the subrecipient organization receives any FTA dollars, it must comply with this requirement.***

The City of San Luis has no current or anticipated plans to develop new transit facilities covered by these requirements.

# **Board Approval for the Title VI Program**

Attached is a copy of Resolution No: 1138 and 1139.



# Resolution

NO. 1138

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SAN LUIS, ARIZONA APPROVING AND ADOPTING THE CITY OF SAN LUIS TITLE VI IMPLEMENTATION PLAN RELATING TO PUBLIC TRANSPORTATION SERVICES

WHEREAS, the Federal Transit Administration ("FTA") provides financial assistance to local transit to develop new transit systems and improve maintain and operate existing systems; and

WHEREAS, the FTA is responsible for ensuring that its grant funding recipients fully comply with Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination based on race, color, national origin or disability; and

WHEREAS, the City of San Luis, seeks FTA grant funding as may be distributed through the Arizona Department of Transportation for its transportation programs for the elderly and disabled of all ages.

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

Section 1: The City of San Luis Title VI Implementation Plan (the "Plan") is hereby approved in substantially the form and substance attached hereto Exhibit A and incorporated herein by reference.

Section 2: The appropriate staff are hereby authorized and directed to cause the execution of the Plan and to take all steps necessary to carry out the purpose and intent of this Resolution.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, on this 14<sup>th</sup> day of April, 2016.

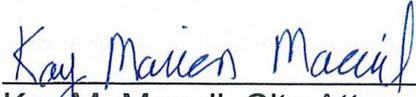
Gerardo Sanchez, Mayor

ATTEST:



\_\_\_\_\_  
Sonia Cornelio, City Clerk

APPROVED AS TO FORM:



\_\_\_\_\_  
Kay M. Macuil, City Attorney



# Resolution

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

NO. 1139

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SAN LUIS, ARIZONA APPROVING AND ADOPTING THE CITY OF SAN LUIS LIMITED ENGLISH PROFICIENCY PLAN.

WHEREAS, the President's Executive Order 13166 requires that Federal financial assistance recipients take responsible steps to ensure meaningful access to the benefits, services, information, and other important portion of their programs and activities for individuals with limited English proficiency; and

WHEREASE, the City of San Luis has always provided such access; and

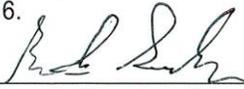
WHEREAS, the City of San Luis wishes to continue to provide such access and formalize the policy in writing.

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

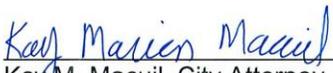
Section 1: The City of San Luis Limited English Proficiency Plan (LED Plan) is hereby approved in substantially the form and substance attached hereto Exhibit A and incorporated herein by reference.

Section 2: The appropriate staff are hereby authorized and directed to cause the execution of the LED Plan and to take all steps necessary to carry out the purpose and intent of this Resolution.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, on this 14<sup>th</sup> day of April, 2016.

  
Gerardo Sanchez, Mayor

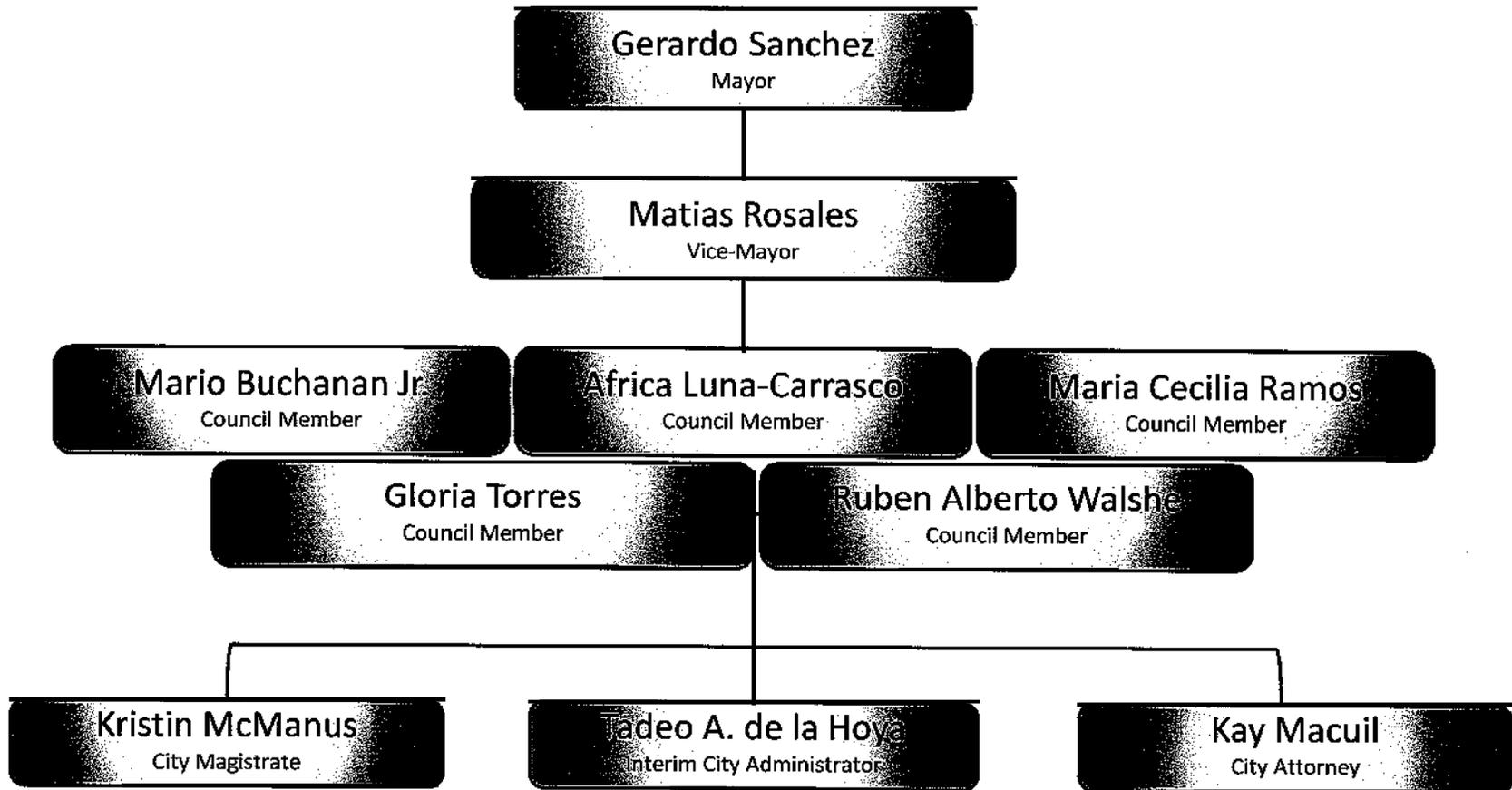
ATTEST:  
  
Sonia Cornelio, City Clerk

APPROVED AS TO FORM:  
  
Kay M. Macuil, City Attorney

# Organizational Chart

ORGANIZATIONAL CHART ATTACHED

# CITY COUNCIL



# DEPARTMENT HEADS

Tadeo A. de la Hoya  
Interim City Administrator

Kay Macuil  
City Attorney

Sonia Cornelio  
City Clerk

Jenny Torres  
Community Development Director

John Starkey  
Planning and Zoning Director

Ketie St. Louis  
Finance Director

Henry Green  
Fire Chief

Olivia Jenkins  
Utilities Director

Maria Sabori  
HR Senior Analyst

Derek Dueñas  
I.T. Manager

Kristin McManus  
Magistrate

Lizandro Galaviz  
Parks & Recreation Director

Craig Higgins  
Chief of Police

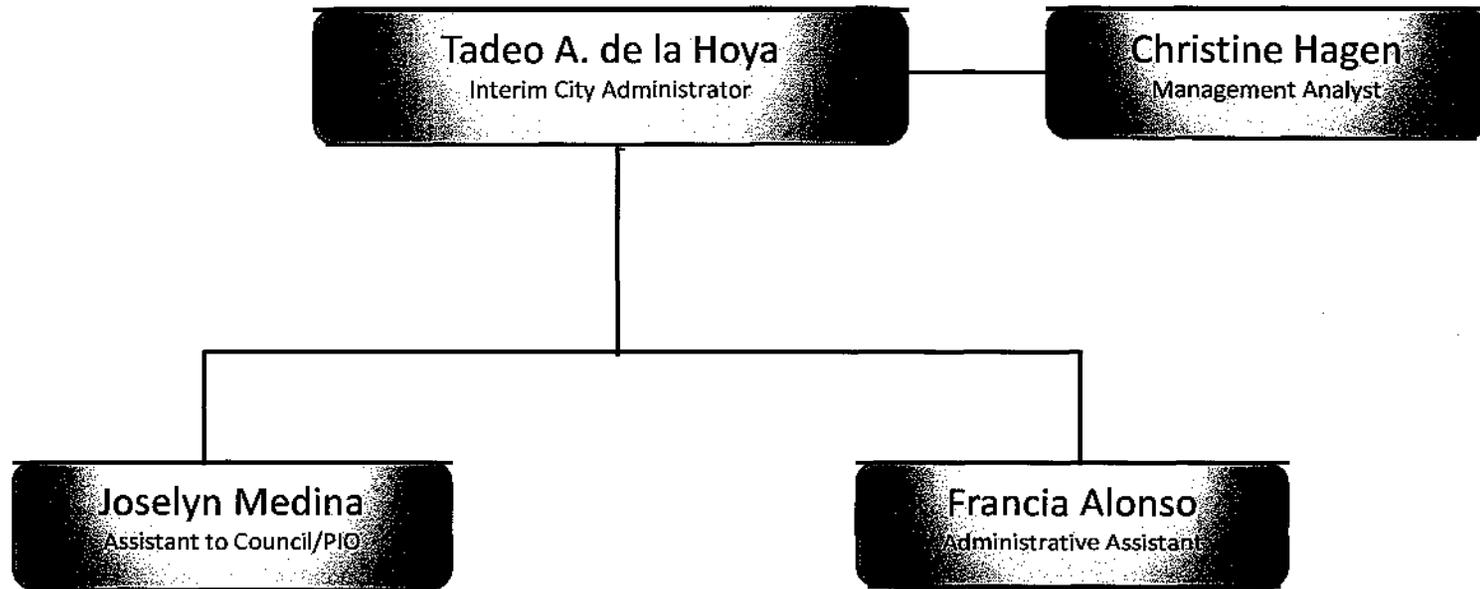
Eulogio Vera  
Public Works Director

Francisca de la Hoya  
Senior Services Director

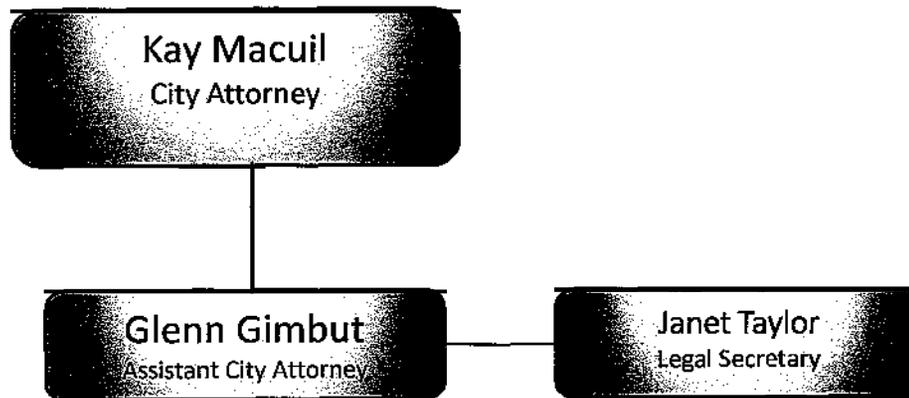
Jose de la Vara  
Prosecutor



# CITY ADMINISTRATION



# CITY ATTORNEY



# CITY PROSECUTOR

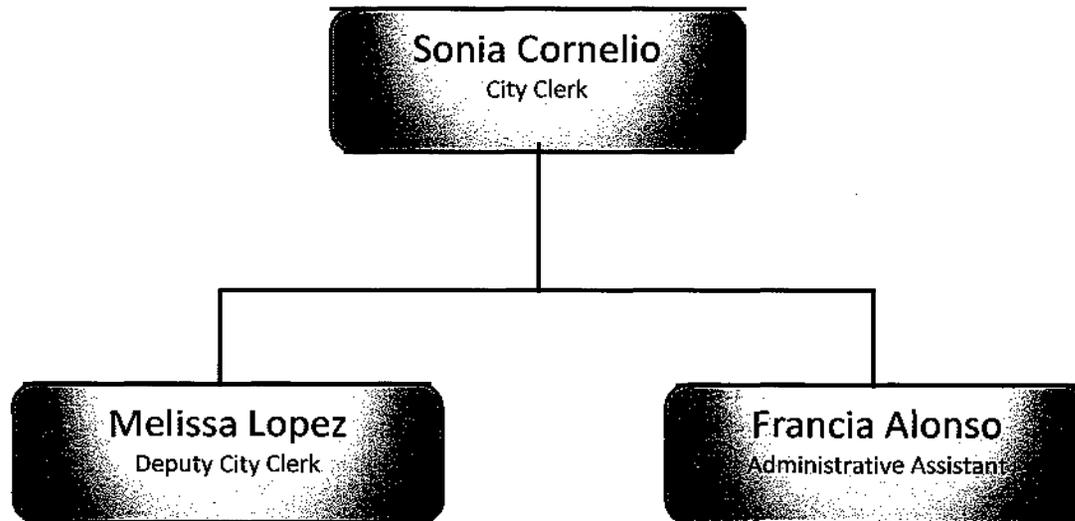
Office of the City Attorney

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graph TD; A[Office of the City Attorney] --- B[Jose de la Vara  
Prosecutor]; B --- C[Sylvia Vasquez  
Legal Secretary];
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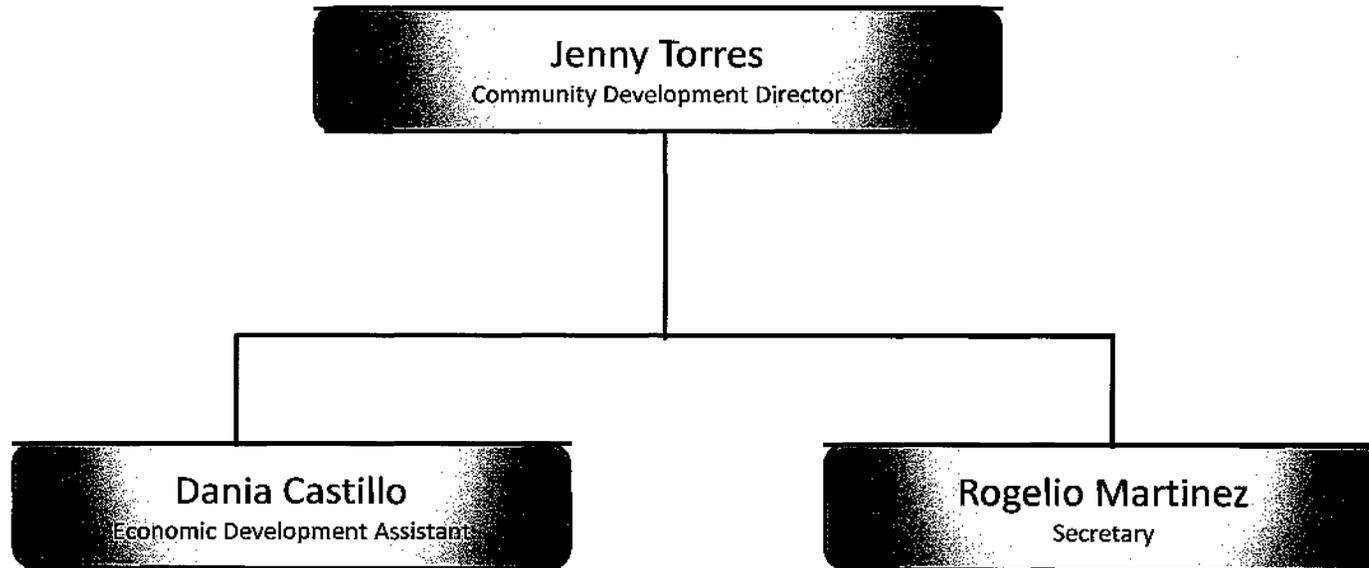
Jose de la Vara  
Prosecutor

Sylvia Vasquez  
Legal Secretary

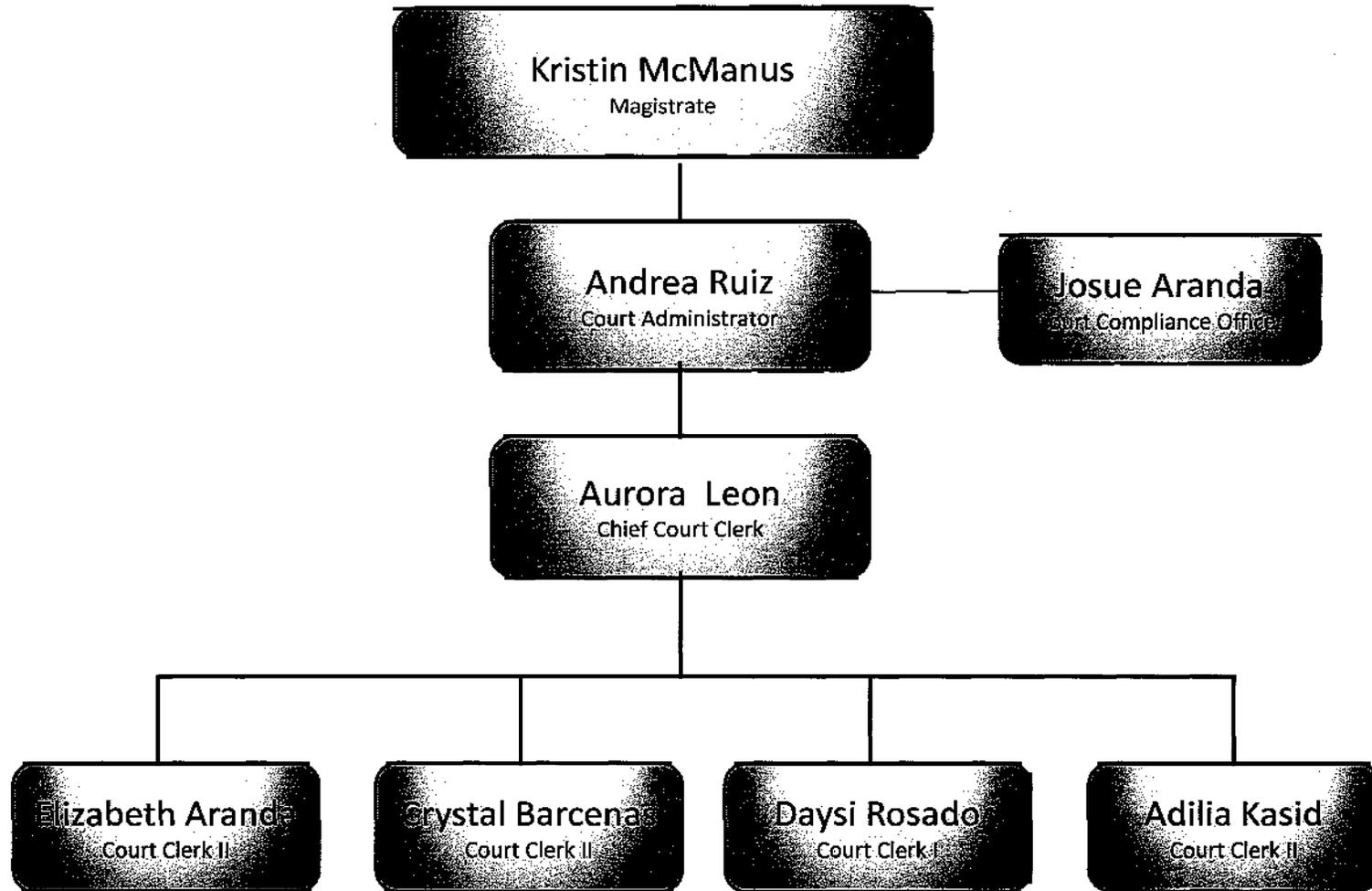
# CITY CLERK



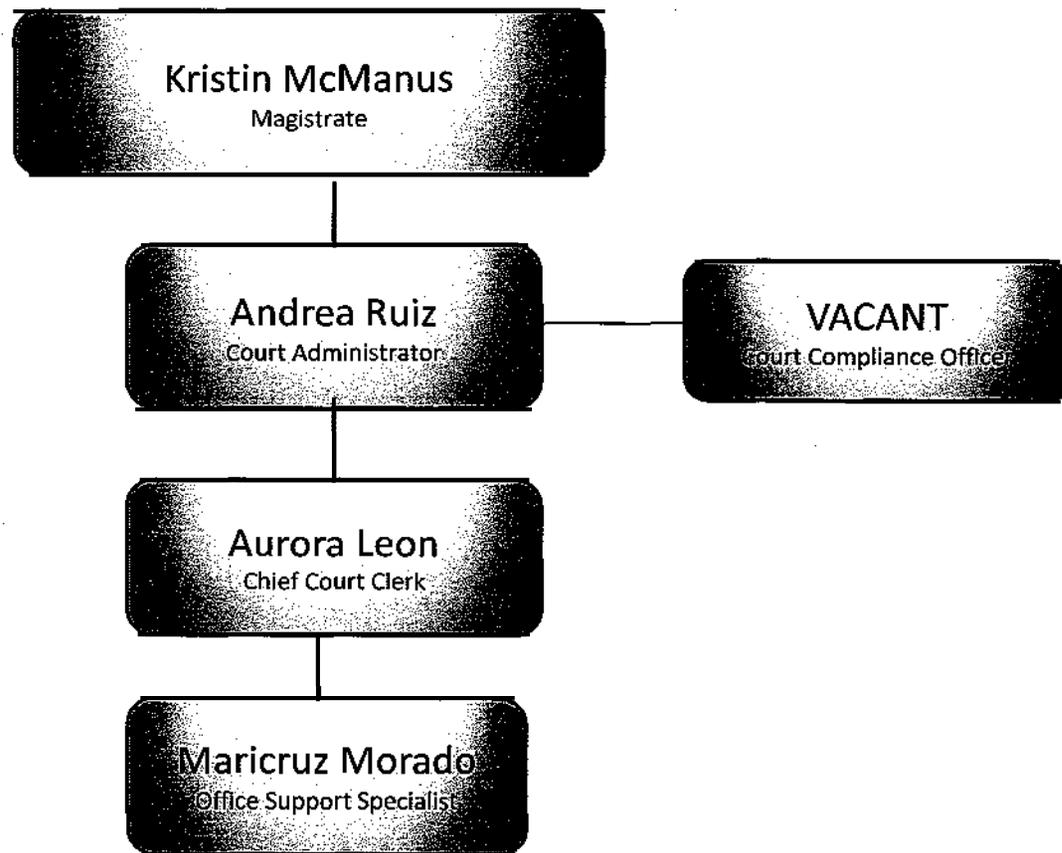
# COMMUNITY DEVELOPMENT



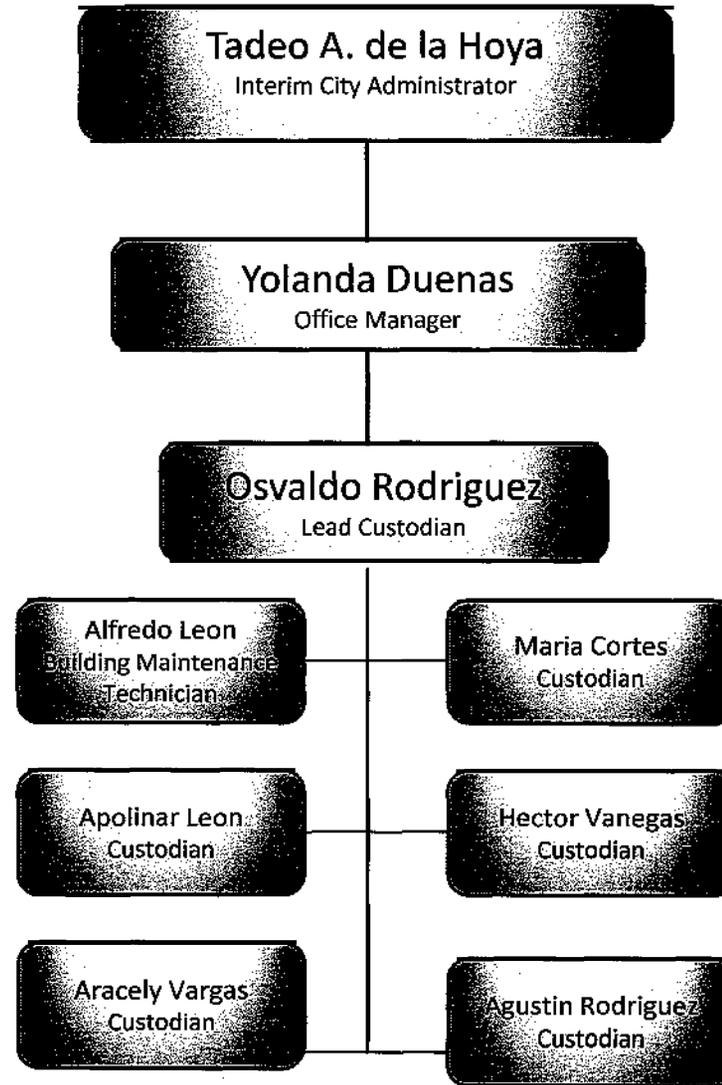
# COURT



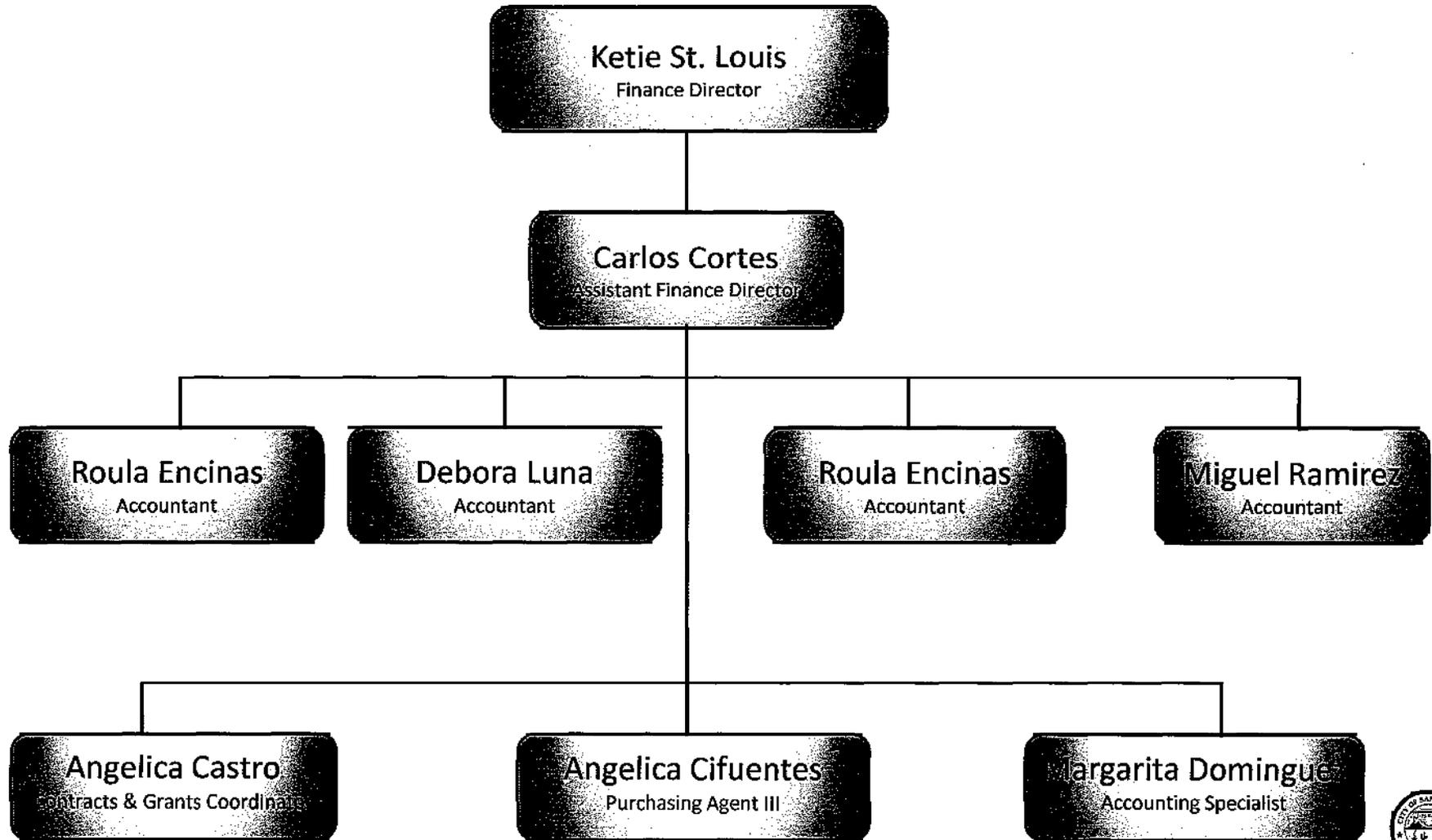
# COURT WARRANT



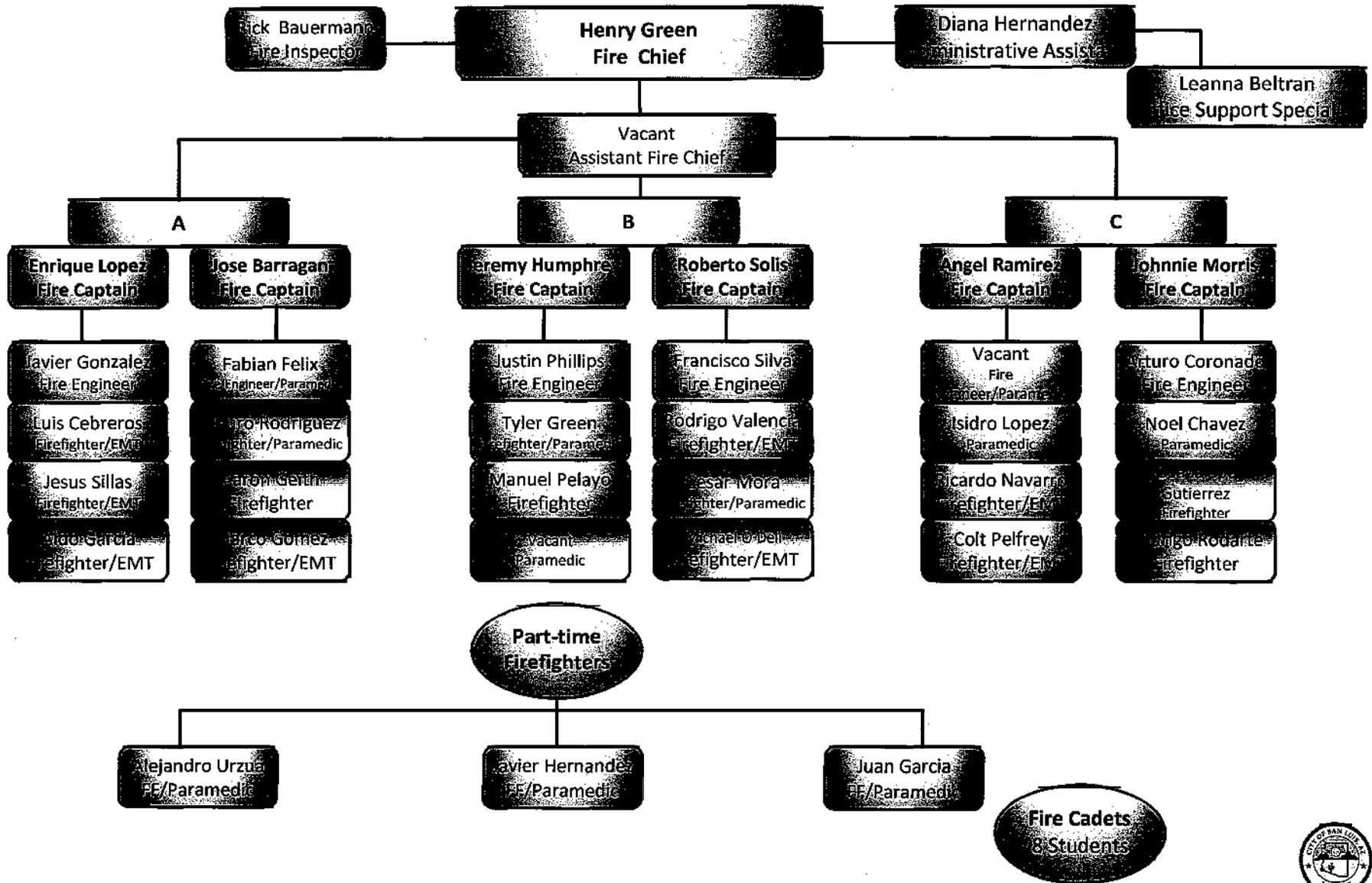
# FACILITIES



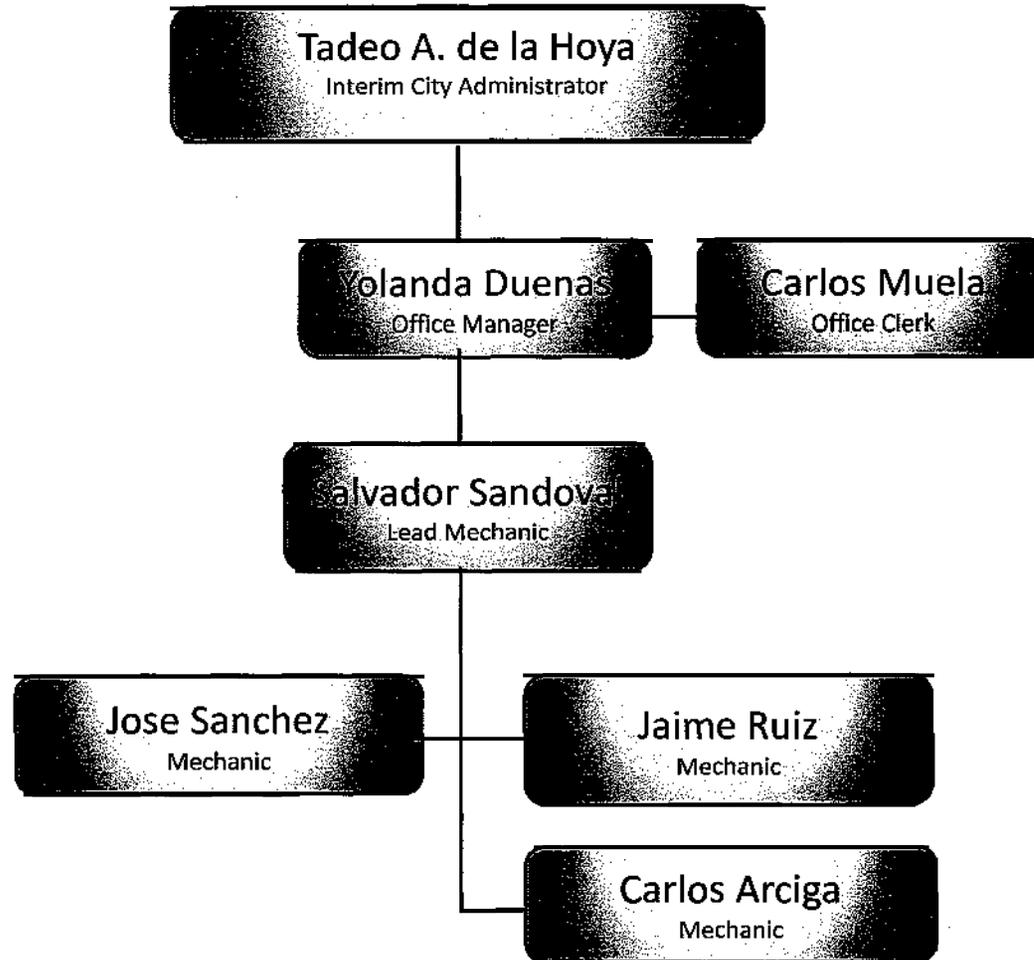
# FINANCE



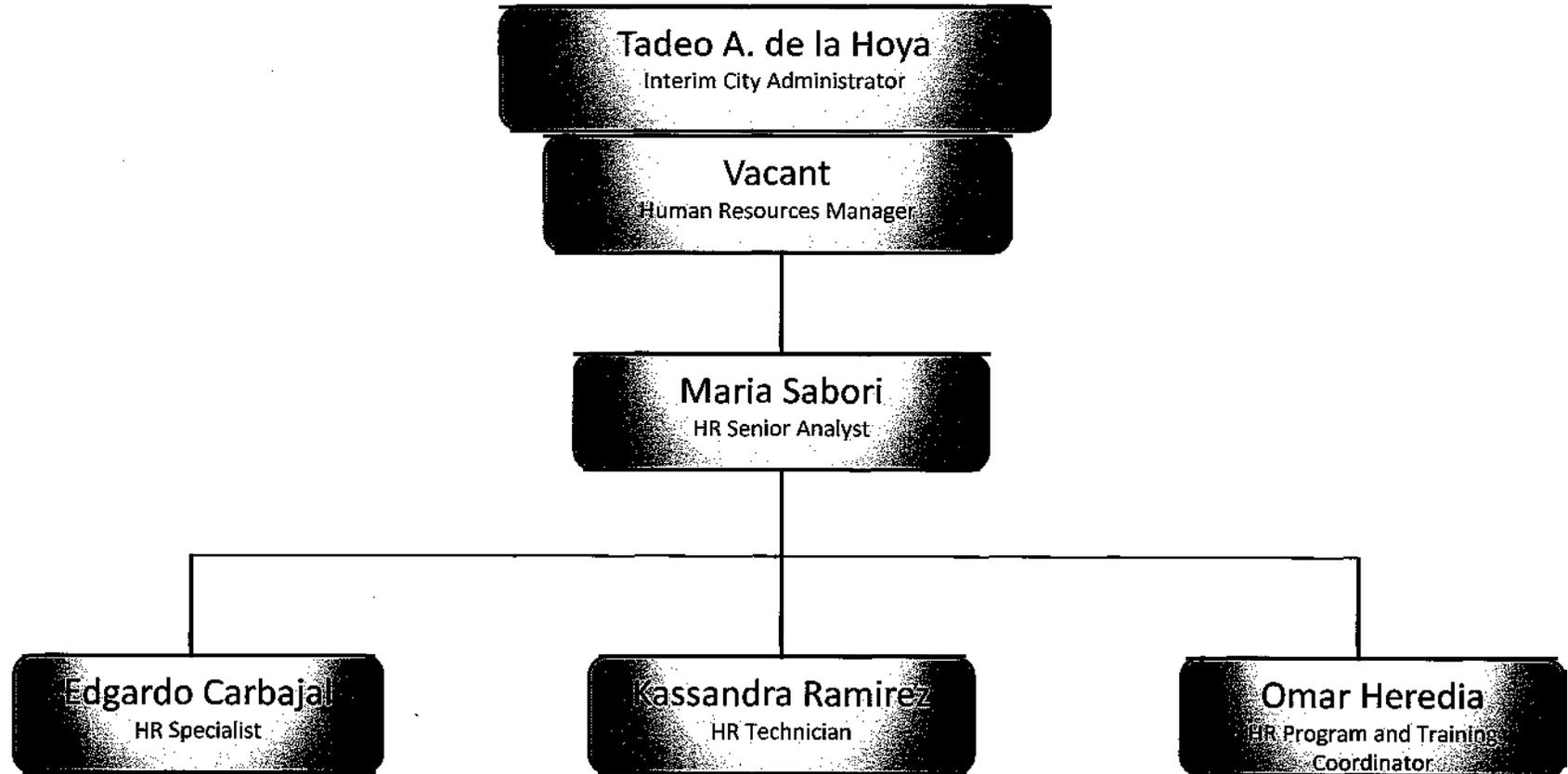
# FIRE



# FLEET SERVICES



# HUMAN RESOURCES



# INFORMATION TECHNOLOGY

Derek Dueñas  
I.T. Manager

Francisco Orozco  
I.T. Technician

Jonathan Dumadag  
I.T. Technician

Isaac Gutierrez  
G.I.S Technician

Domingo Sosa  
Graphic Arts Specialist



# INCUBATOR

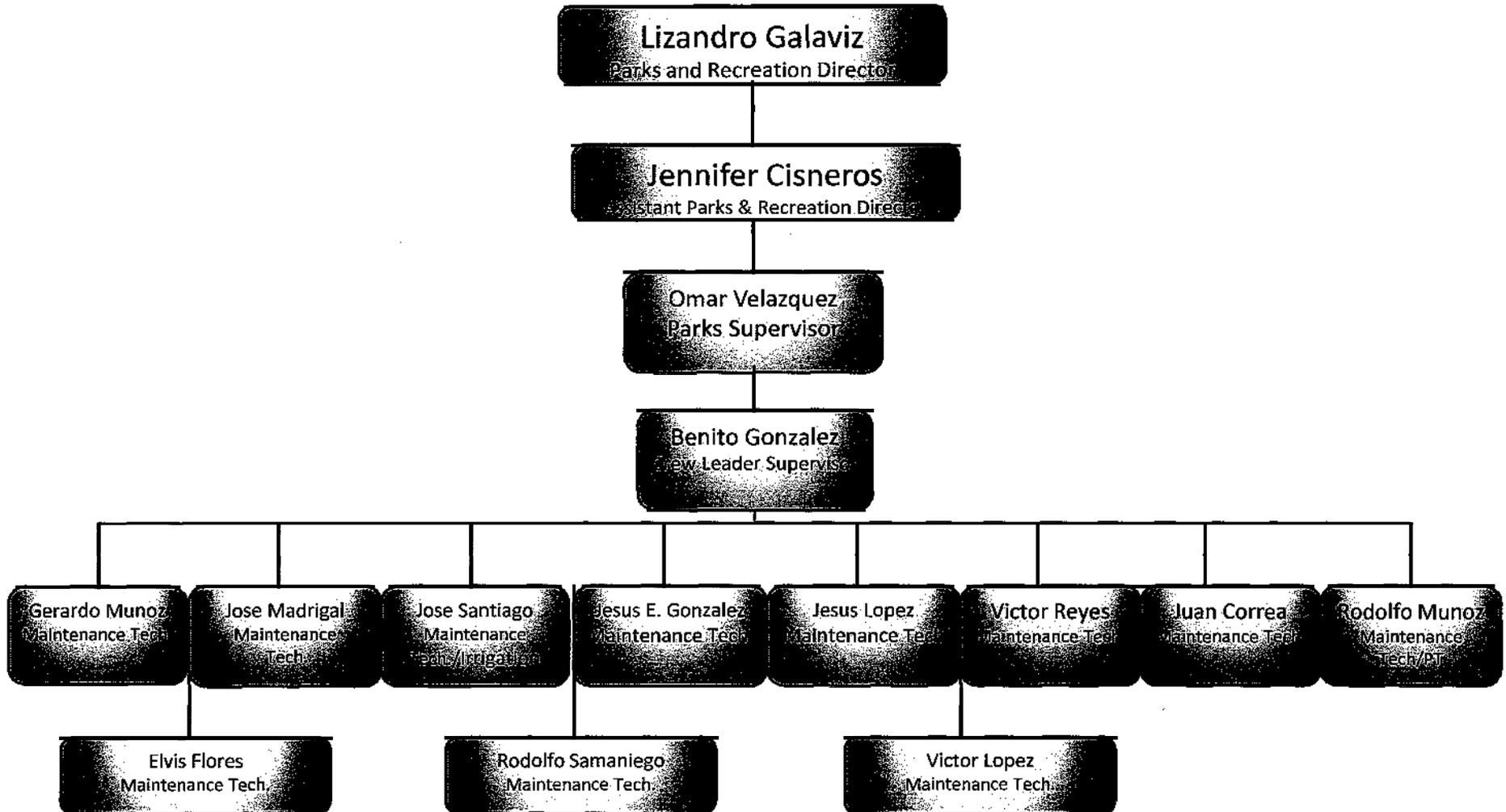
Jenny Torres

Community Development Director

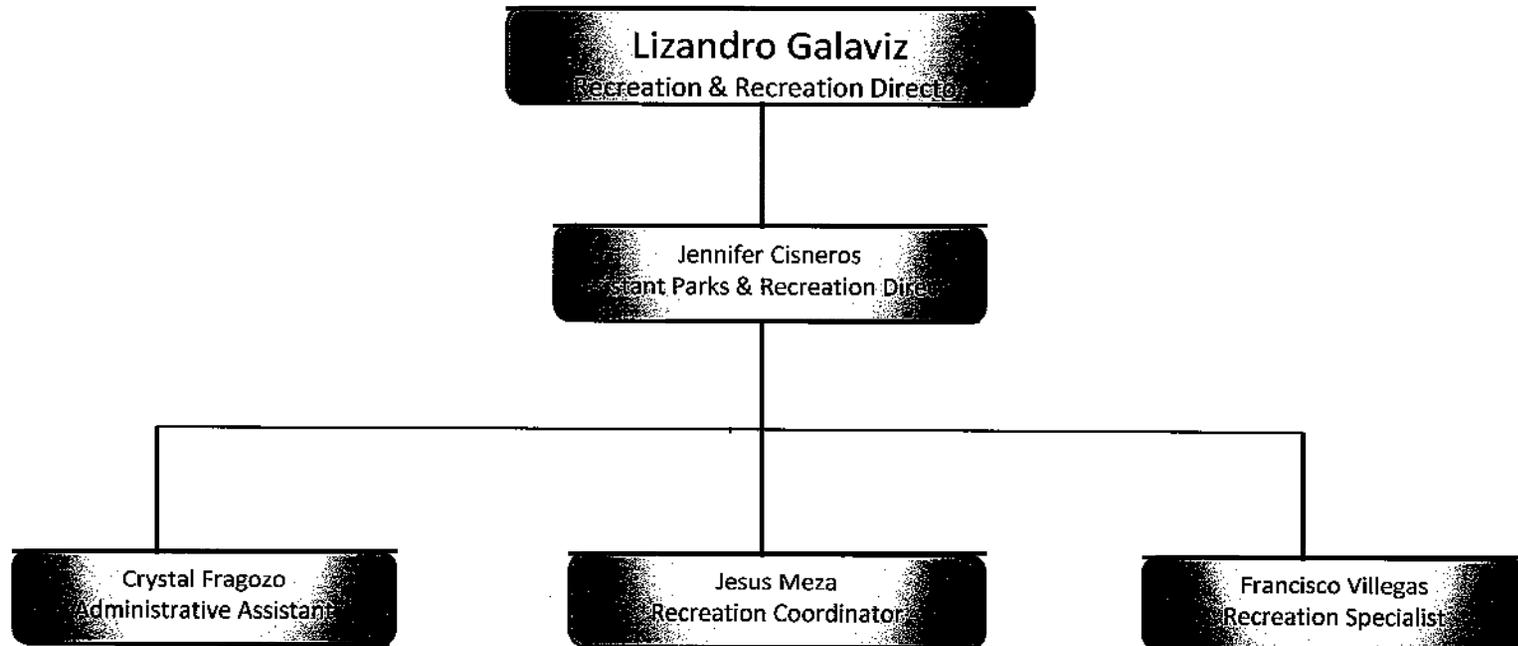
Rogelio Martinez

Secretary

# PARKS GROUNDS



# RECREATION



# AQUATIC CENTER

**Lizandro Galaviz**  
Parks & Recreation Director

**Jennifer Cisneros**  
Assistant Parks & Recreation Director

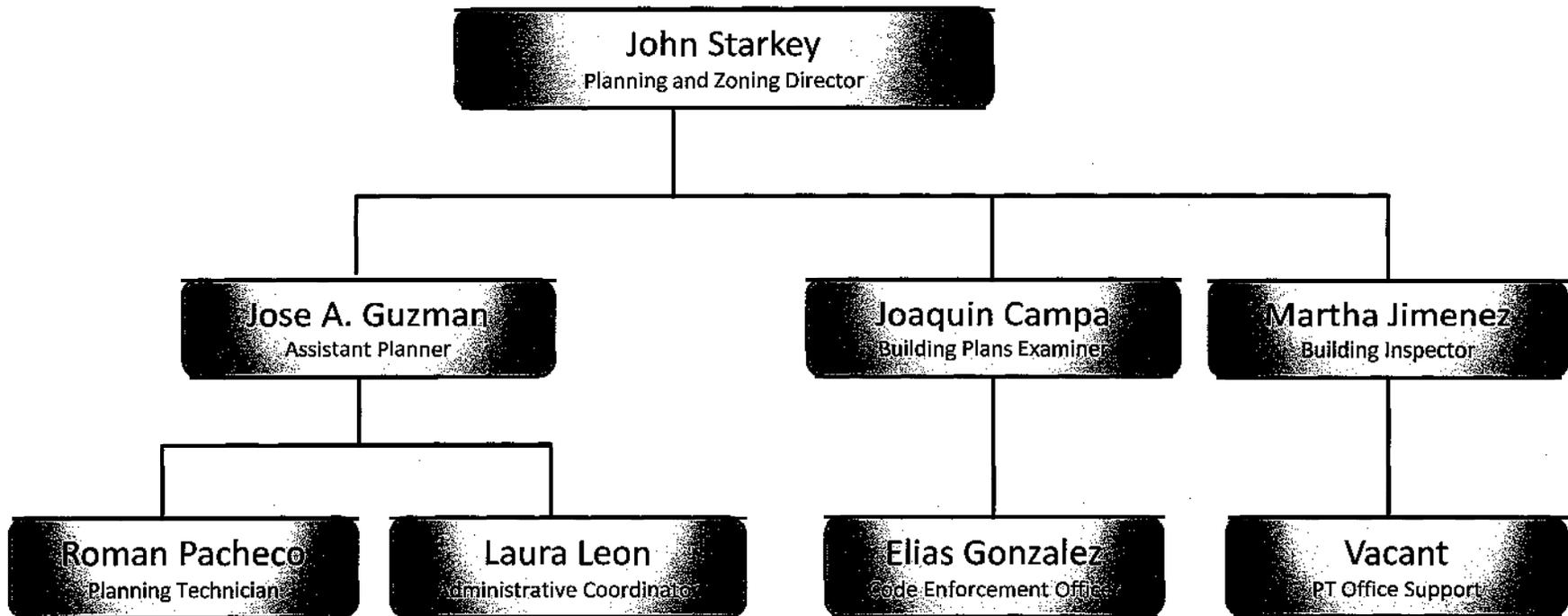
**Lizeth Servin**  
Recreation Coordinator

**Jenny Fernandez**  
Swimming Pool Coordinator

<b>Paloma Carrillo</b> Head Lifeguard	<b>Brianda Aguilar</b> Lifeguard
<b>Jose Fernandez</b> Lifeguard	<b>Oscar Fimbres</b> Lifeguard
<b>Raul Landeros</b> Lifeguard	<b>Jose Linarez</b> Lifeguard
<b>Luz Pina</b> Lifeguard	<b>Joseph Quezada</b> Lifeguard
<b>Corinthia Reyes</b> Lifeguard	<b>Nigel Jr. Reynoso</b> Lifeguard
<b>Isai Sandoval</b> Lifeguard	<b>Caroline Sicairos</b> Lifeguard



# PLANNING AND ZONING DEPARTMENT



# POLICE

**Craig Higgins**  
Chief of Police

**Police Commander**  
VACANT

**Andrea Moreno**  
Police Administrator

**Victor Figueroa**  
Police Lieutenant

**Miguel Alvarez**  
Police Lieutenant

**Monica Ruiz**  
Communication Coordinator

**Darlene Parish**  
Evidence Technician

**Elizabeth Bonilla**  
Admin Coordinator

**Julian Zaragoza**  
Evidence Technician  
Part-time

**Socorro Ayala**  
Admin Aselstant

**Ernesto Prieto**  
Detective

**Marco Santana**  
Sergeant

**Joel Saucedo**  
Sergeant

**Alfredo Campa**  
Sergeant

**Nigel Reynoso**  
Sergeant

**Richard Jessup**  
Detective

Vacant  
Corporal

**Alejandro Ramirez**  
Corporal

**Alan Guevara**  
Corporal

**Emanuel Botello**  
Corporal

**Gerardo Zaragoza**  
Special Resource Officer

**Jesus De Leon**  
Police Officer

**Paulino Lara**  
Police Officer

**Oscar Ruiz**  
Police Officer

**Ernesto Cardenas**  
Police Officer

**Yadira Bobadilla**  
Detective - IT

**Carlos Pacheco**  
Police Officer

**Emmanuel Adams**  
Police Officer

**Jose Carrillo**  
Officer - MILITA

**John R. Carrillo**  
Police Officer

**Naime Valenzuela**  
Detective - IT

**Jose Ibarra**  
Police Officer

**Corelio Galvan**  
K9 Officer

**Jose Vasquez**  
K9 Officer

**Damian Miller**  
K9 Officer

**Ramses Curial**  
Police Officer

**Juan De Los Reyes**  
Motor Officer

**Miguel Barron**  
Motor Officer

**Victor Olivares**  
Signal Control Officer

**Roger Espinoza**  
Police Officer

**Richard Jessup**  
Police Officer

**Jose A Rojas**  
Police Officer

**Heber Galaz**  
Signal Control Officer

**Lino Valencia**  
Police Officer

**Adan Garcia**  
Transit Enforcement

**Melina Torres**  
Transit Enforcement  
Part-time

**Stephanie Nios**  
Transit Enforcement  
Part-time

**Lizeth Laguna**  
Transit Enforcement  
Part-time

**Pedro Juarez**  
Communication Off

**Humberto Arcos**  
Communication Off

**Gabriela Guevara**  
Communication Off

**Yanessa Maldonado**  
Communication Off

**Gilberto Martinez**  
Communication Off

**Eljas Gonzalez Jr**  
Communication Off

**Nancy Juarez**  
Communication Off

**Oscar Romo**  
Communication Off

**Shanelle Hernandez**  
Communication Off

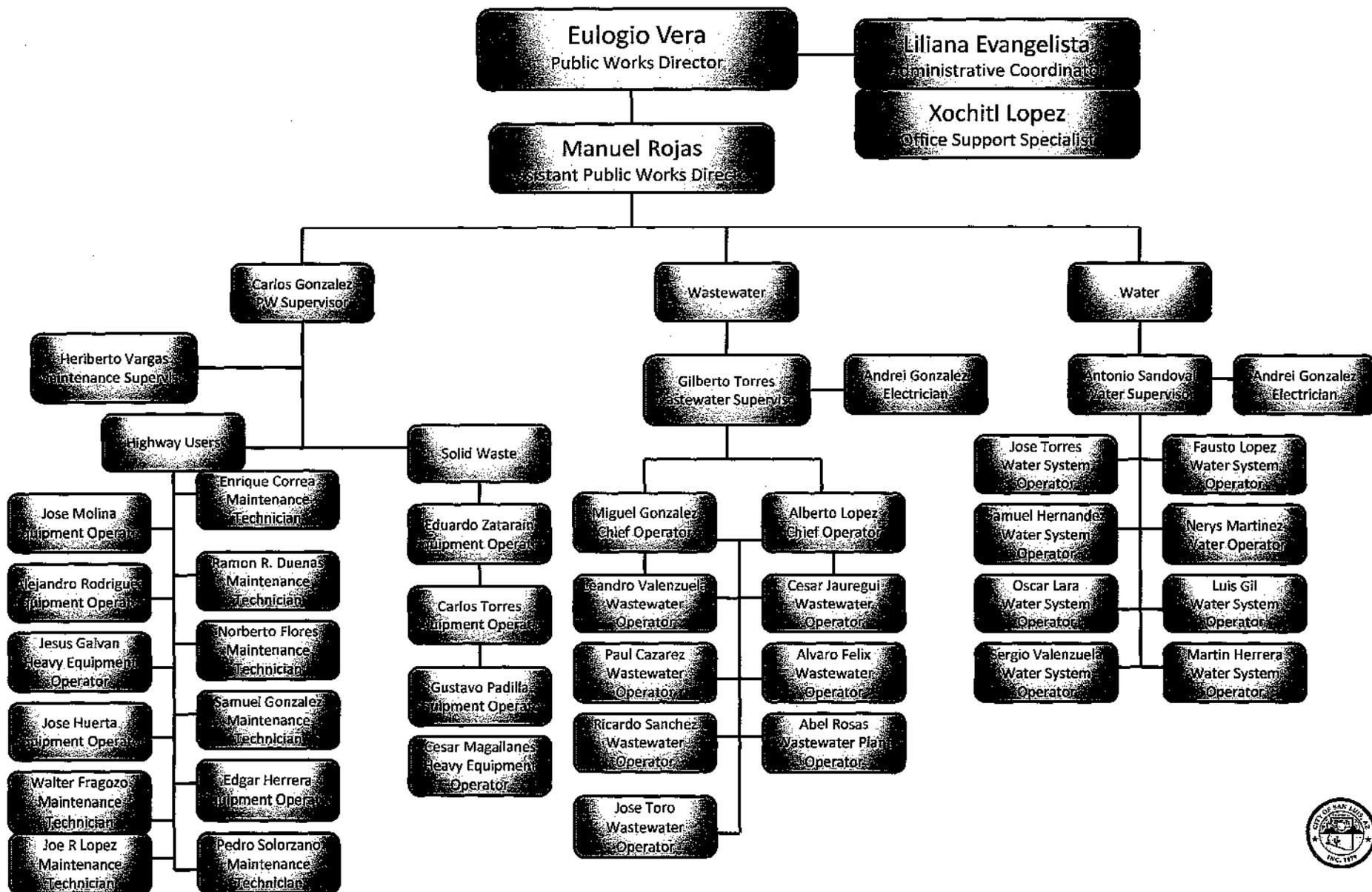
**Clarissa Velasco**  
Communication Off

**Greta Castro**  
Police Records Clerk

**Luis Marquez**  
Code Enforcement  
Police Officer



# PUBLIC WORKS; Wastewater, Water, Highway Users, Solid Waste



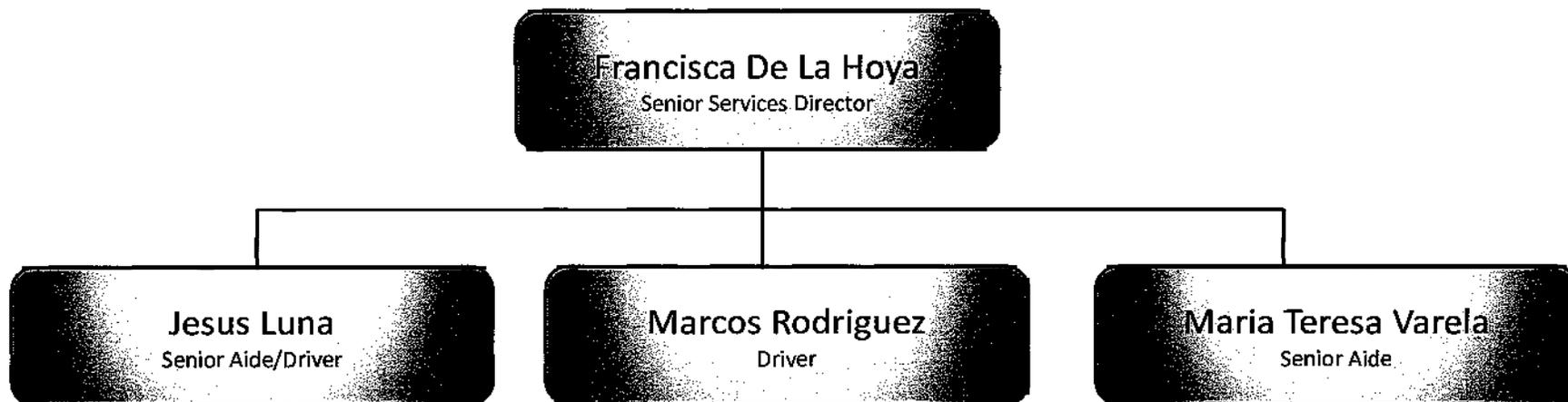
# RISK MANAGEMENT

Ketie St. Louis  
Finance Director

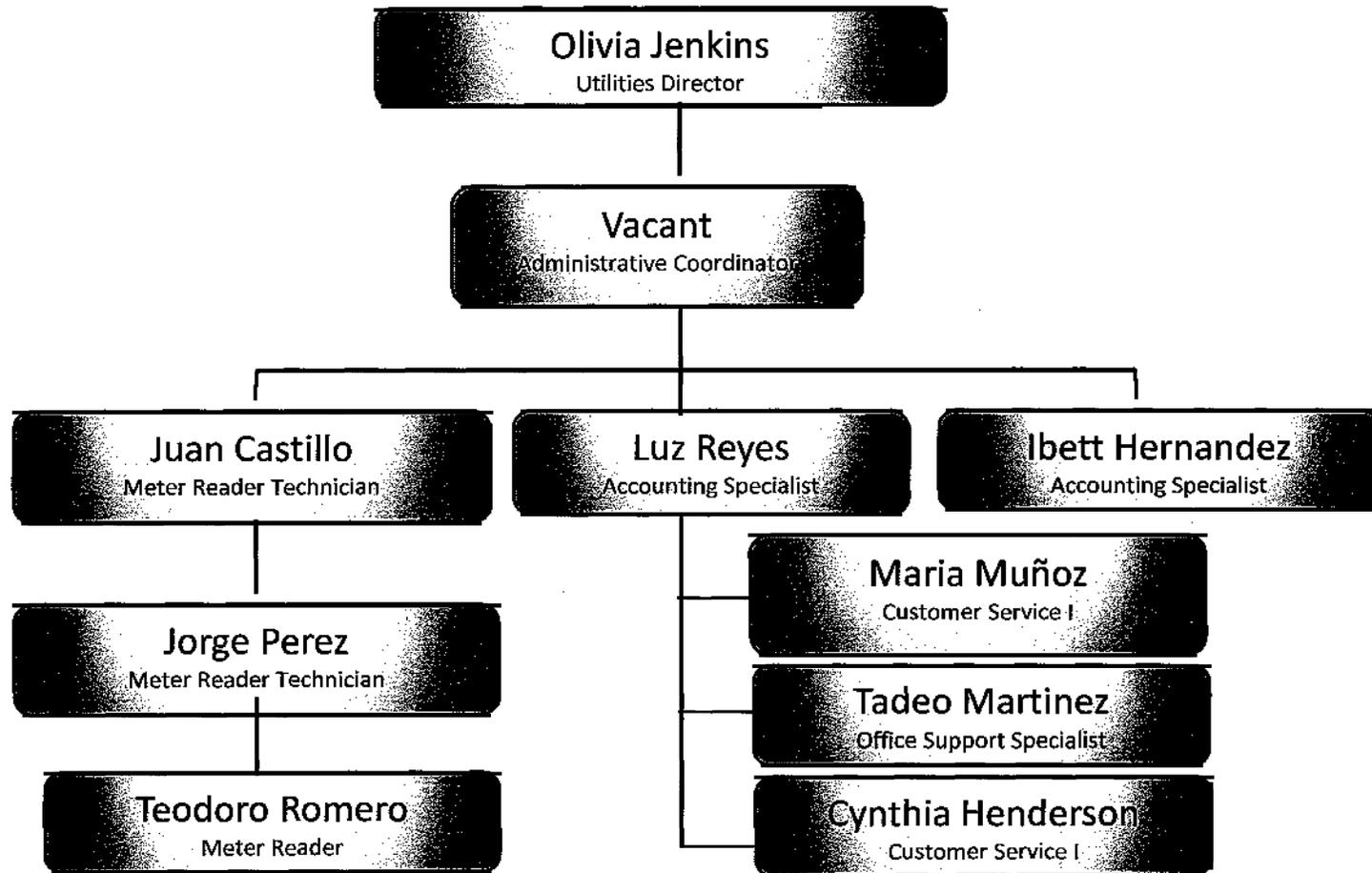
Andrea Catania  
Risk Property Manager



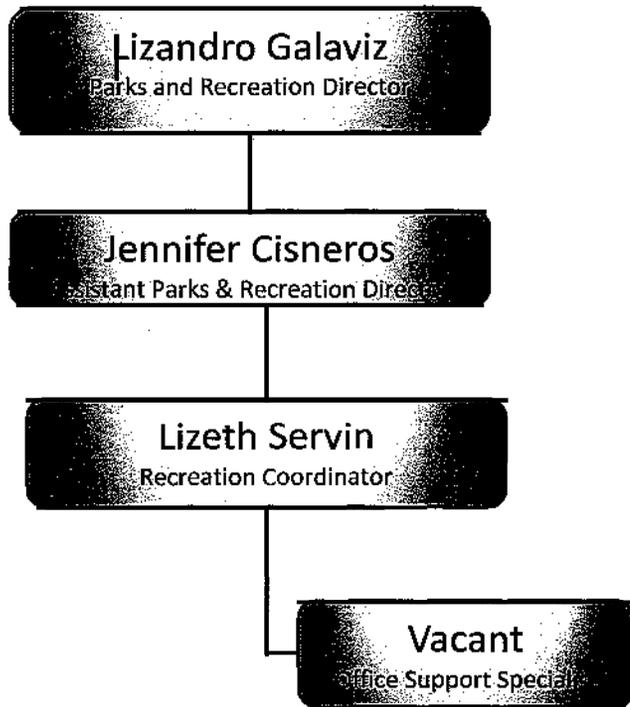
# SENIOR SERVICES



# UTILITIES



# CULTURAL CENTER



# YOUTH CENTER

