

Richard Colwell County Recorder, YUMA County AZ



**WHEN RECORDED, MAIL TO:**

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

The above area is to be reserved for recording information

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**CAPTION HEADING:**

**RESOLUTION**

Resolution No. 2228 – Correcting a Scrivener's Error *Nuc Pro Tunc* in Resolution No. 2142.



# Resolution

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

No. 2228

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA CORRECTING A SCRIVENER'S ERROR *NUNC PRO TUNC* IN RESOLUTION NO. 2142; REPEALING CONFLICTING PROVISIONS; AND PROVIDING FOR SEVERABILITY.**

**WHEREAS**, on Mach 9, 2020, the city's classification and compensation experts (CPS HR Consulting) recommended grade 200 in the structure of the classified service for the executive assistant job description.

**WHEREAS**, on September 23, 2020, City Council passed Resolution No. 2142 adding four positions to the classified service, including an executive assistant position, but a typographical error listed the pay grade as 209 rather than 200; and

**WHEREAS**, City Council passed all subsequent budgets consistent with the pay rate of the 200 pay grade, and the position at all times has been paid at the 200 pay grade;

**NOW, THEREFORE, BE IT RESOLVED**, based on the foregoing recitals, by the Mayor and City Council of the City of San Luis, Arizona:

**Section 1.** The City Council finds that a scrivener's error was made in Resolution No. 2142.

**Section 2.** Section 1 of Resolution No. 2142 (Exhibit A) the pay grade listed for the Executive Assistant shall substitute "200" for the scrivener's error, "209," and "200" shall be entered into the City Council record for the pay grade at this time but relate back and be effective as of September 23, 2020, *nunc pro tunc*.

**Section 3.** City officers and employees are authorized and directed to perform all acts necessary or desirable to give effect to this resolution, Resolution 2228.

**Section 3:** If a conflict arises between the provisions of this resolution and any other ordinance, resolution, regulation, or policy of the City of San Luis, the conflicting provisions are amended, superseded, and replaced, and this resolution shall govern.

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

**PASSED, ADOPTED, and APPROVED** by the Mayor and City Council of the City of San Luis, Yuma County, Arizona, this 24<sup>th</sup> day of August 2022.



Gerardo Sanchez, Mayor

**ATTEST:**

*for* M. Hopkins, Deputy City Clerk  
Sonia Cornelio, City Clerk

**APPROVED AS TO FORM:**

Kay Marion Macuil  
Kay Marion Macuil, City Attorney

# **Exhibit A**

CONFORMED COPY,  
2020-28740 RESOLUTION  
09/24/2020 10:34:59 AM Pages: 3 Fees: \$15.00  
Requested By: CITY OF SAN LUIS  
Recorded By: cromero  
Robyn Stallworth Pogue County Recorder, YUMA County AZ

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**CAPTION HEADING:**

**Resolution**

Resolution No. 2142

Ratifying and approving the creation of positions in the classified services of the city, amending the classification and service plan of the city.



# Resolution

No. 2142

OFFICE OF THE  
MAYOR  
CITY OF SAN LUIS

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, RATIFYING AND APPROVING THE CREATION OF POSITIONS IN THE CLASSIFIED SERVICE OF THE CITY; AMENDING THE CLASSIFICATION AND SERVICE PLAN OF THE CITY; SUPERSEDING ANY CONFLICTING PROVISIONS OF EXISTING REGULATIONS OR POLICIES; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City Council has established the positions of classification and service plan of the City of San Luis;

**WHEREAS**, the City Council as part of the budget for the fiscal year 2019-2020 and 2020-2021 established and funded positions within said classification and service plan for those fiscal years;

**WHEREAS**, under San Luis City Code § 31.20(5)(a), new positions were created and appointed within the classified service during the fiscal year 2019-2020 and 2020-2021, and there is a desire to fill the new, recently-budgeted position in the City Clerk's office; and

**WHEREAS**, City Council desires to ratify and approve the decisions previously made, including authorizing the new position City Council budgeted for the 2020-2021 fiscal year in the City Clerk's Office;

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

**Section 1.** That the following positions, the job descriptions being on file in the Human Resources Department, with the respective salary ranges as created during fiscal years 2019-2020 or 2020-2021 are authorized, ratified and approved:

<u>Position</u>	<u>Department</u>	<u>Pay Grade</u>
1. Executive Assistant	Administration	209
2. Government and Foreign Affairs Coordinator	Administration	202
3. Paralegal	City Prosecutor	200
4. Records Management Specialist	City Clerk	200

**Section 2.** That the classification and service plan of the City of San Luis for fiscal years 2019-2020 and 2020-2021 are amended to reflect the addition of the positions and corresponding salary ranges for said positions, as stated in Section 1 above.

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

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

**Section 5.** Whereas it is necessary for the preservation of the peace, health, safety, and welfare of the City of San Luis and for the further reason that the foregoing positions were created because they were determined to be necessary for the effective operation and administration of the affairs of the city, it is determined that the best interests of the city require the provisions of this resolution to go into immediate effect; therefore an emergency is hereby declared to exist, and this resolution shall become immediately operative and in force and effect from and after the posting of this resolution.

**PASSED AND ADOPTED** by the Mayor and Council of the City of San Luis, Arizona, this 3rd day of September 2020.



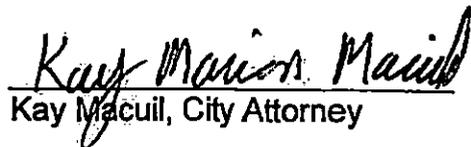
Gerardo Sanchez, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**



Sonia Cornelio, City Clerk



Kay Macuil, City Attorney