



P.O. Box 1170 | 1090 E. Union Street San Luis, AZ 85349 | P: (928) 341-8520 F: (928) 341-8539

MEMORANDUM

TO: Honorable Mayor Nieves Riedel, Members of the San Luis City Council, Jenny Torres, Acting City Manager; Sonia Cornelio, City Clerk; and Olivia Jenkins, Administrative Services Manager

FROM: Melissa Lopez, Deputy City Clerk

DATE: January 23, 2026

SUBJECT: Monthly Reports for December 2025

The December 2025 monthly reports are attached. If you have any questions, please do not hesitate to contact the corresponding department.

Thank you.

**MONTHLY REPORTS
DEPARTMENT ROSTER**

MONTH OF: December 2025

DEPARTMENT	TURNED IN		MISSING
Administration-Communications Division	X		
Billing & Collections	X		
Development Services	X		
Economic Development	X		
Engineering	X		
Fire Department	X		
Human Resources Department	X		
Information Technology Department	X		
Parks and Recreation Department	X		
Police Department	X		
Public Works Department	X		
Risk Management	X		
San Luis Municipal Court	X		

TOTAL DEPARTMENTS : 13

TURNED IN: 13

MISSING: 0

ADMINISTRATION

COMMUNICATIONS DIVISION

MONTHLY REPORT — DECEMBER 2025



SOCIAL MEDIA REPORT

SUMMARY

In December, the City's social media platforms continued to serve as a primary tool for public information, community engagement, and emergency and service-related communications throughout all official City of San Luis and department-managed social media platforms.

Collectively all social media accounts reached a broad cross-section of the community and served as a primary source for public information, safety messaging, and service updates throughout December. Coordinated messaging across departments helped ensure consistency, accuracy, and timely communication during the holiday period.

SOCIAL MEDIA METRICS OVERVIEW

@SANLUISAZGOV

AUDIENCE SIZE 23,957

26.4% from San Luis, Arizona



TOTAL VIEWS 586K

VIEWS BROKEN DOWN BY CONTENT

Photos 118,262

Multi Photo 359,186

Text 900

Links 36,812

Others 1,918

Stories 9,679

Reels 62,019



PUBLISHED CONTENT 38 photos - 8 stories - 7 reels - 1 live



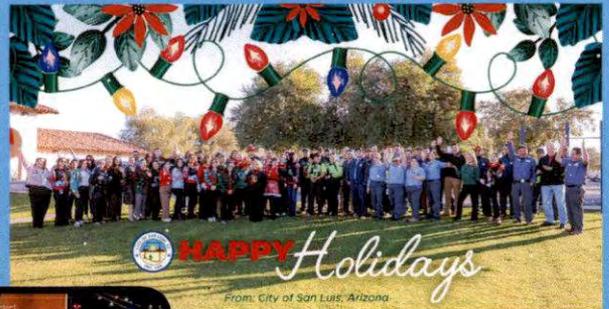
315
TOTAL SUBSCRIBER
COUNT

Views 710
Watch Time 123.6 Hrs



Impressions 2,915
Page Visits 73

941
FOLLOWERS



18K
VIEWS

523
PROFILE VIEWS

444
LIKES



AUDIENCE SIZE 5,015

39.2% from San Luis, Arizona

174.2K
TOTAL VIEWS

PUBLISHED CONTENT

Posts 32
Stories 31



@SANLUISAZPARKS

AUDIENCE SIZE 16,096

31.8% from San Luis, Arizona



TOTAL VIEWS 581.3K

VIEWS BROKEN DOWN BY CONTENT

Photos 235,898
Multi Photo 218,830
Text 437
Links 7,857
Others 5,012
Stories 45,859
Reels 55,485



PUBLISHED CONTENT 17 photos - 34 stories - 2 reels - 2 live



108.1K
TOTAL VIEWS

AUDIENCE SIZE 1,951

39.2% from San Luis, Arizona

PUBLISHED CONTENT

Posts 39
Stories 14



AUDIENCE SIZE 27,952

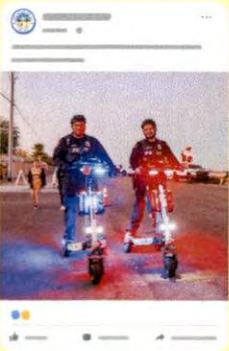
23.9% from San Luis, Arizona



TOTAL VIEWS 332.4K

VIEWS BROKEN DOWN BY CONTENT

Photos 175,948
Multi Photo 119,566
Text 594
Links 19,251
Others 301
Stories 14,825
Reels 1,874



PUBLISHED CONTENT 13 photos - 4 stories - 1 link



8.4K
TOTAL VIEWS

AUDIENCE SIZE 1,960

25.5% from San Luis, Arizona

PUBLISHED CONTENT

Posts 1
Stories 1



@SLFDAZ

AUDIENCE SIZE 3,222

36.3% from San Luis, Arizona



TOTAL VIEWS 24.7K

VIEWS BROKEN DOWN BY CONTENT

Photos 20,999
Multi Photo 1,648
Links 823
Others 34
Reels 589



PUBLISHED CONTENT 7 photos - 0 stories



28.2K
TOTAL VIEWS

AUDIENCE SIZE 1,027

33% from San Luis, Arizona

PUBLISHED CONTENT

Posts 8
Stories 1



WEBSITE REPORT

EXECUTIVE SUMMARY

The City of San Luis website is moving hosts! The City of San Luis Communications Team is actively working on the website's design, layout, and sitemap to ensure a smooth transition. This effort focuses on delivering a responsive website that enhances usability, accessibility, and the overall user experience.

While the new website is being developed, the team continues to actively maintain the current website, ensuring it remains up to date with the most relevant and timely information.

During this month, 6 press releases were published and distributed to local and regional media outlets to broaden the City's reach and enhance public awareness.

MOST VISTED SITES THIS MONTH

<input type="checkbox"/>	Page title and screen class	+	↓ Views
<input type="checkbox"/>	Total		364,489 100% of total
<input type="checkbox"/>	1 BWC San Luis, AZ - Official Website		323,827 (88.84%)
<input type="checkbox"/>	2 San Luis, AZ - Official Website Official Website		14,074 (3.86%)
<input type="checkbox"/>	3 Search • San Luis, AZ • CivicEngage		2,553 (0.7%)
<input type="checkbox"/>	4 News Flash • San Luis, AZ • CivicEngage		1,291 (0.35%)
<input type="checkbox"/>	5 Holiday of Lights Parade San Luis, AZ - Official Website		1,161 (0.32%)
<input type="checkbox"/>	6 Custom404 • San Luis, AZ • CivicEngage		1,036 (0.28%)
<input type="checkbox"/>	7 Agendas & Minutes San Luis, AZ - Official Website		1,026 (0.28%)
<input type="checkbox"/>	8 Utility Bill Payments San Luis, AZ - Official Website		710 (0.19%)
<input type="checkbox"/>	9 Apply San Luis, AZ - Official Website		497 (0.14%)
<input type="checkbox"/>	10 Solid Waste Division San Luis, AZ - Official Website		428 (0.12%)
<input type="checkbox"/>	11 RSS • San Luis, AZ • CivicEngage		394 (0.11%)
<input type="checkbox"/>	12 Bid Postings • San Luis, AZ • CivicEngage		374 (0.1%)
<input type="checkbox"/>	13 Parks & Recreation San Luis, AZ - Official Website		373 (0.1%)
<input type="checkbox"/>	14 Municipal Court San Luis, AZ - Official Website		364 (0.1%)
<input type="checkbox"/>	15 Staff Directory • San Luis, AZ • CivicEngage		345 (0.09%)
<input type="checkbox"/>	16 Holiday of Lights Parade Returns to the City of San Luis • San Luis, AZ		337 (0.09%)
<input type="checkbox"/>	17 News Flash • City of San Luis Announces Holiday Office Closu		326 (0.09%)
<input type="checkbox"/>	18 Document Center • San Luis, AZ • CivicEngage		299 (0.08%)
<input type="checkbox"/>	19 Government San Luis, AZ - Official Website		296 (0.08%)
<input type="checkbox"/>	20 City Council San Luis, AZ - Official Website		280 (0.08%)
<input type="checkbox"/>	21 Alert Center • San Luis, AZ • CivicEngage		278 (0.08%)

City of San Luis
Finance Department
Billing & Collections Division
Water - Wastewater - Solid Waste - Business License



Operations Monthly Report
December 2025

Billing and Collections Monthly Report

Bills

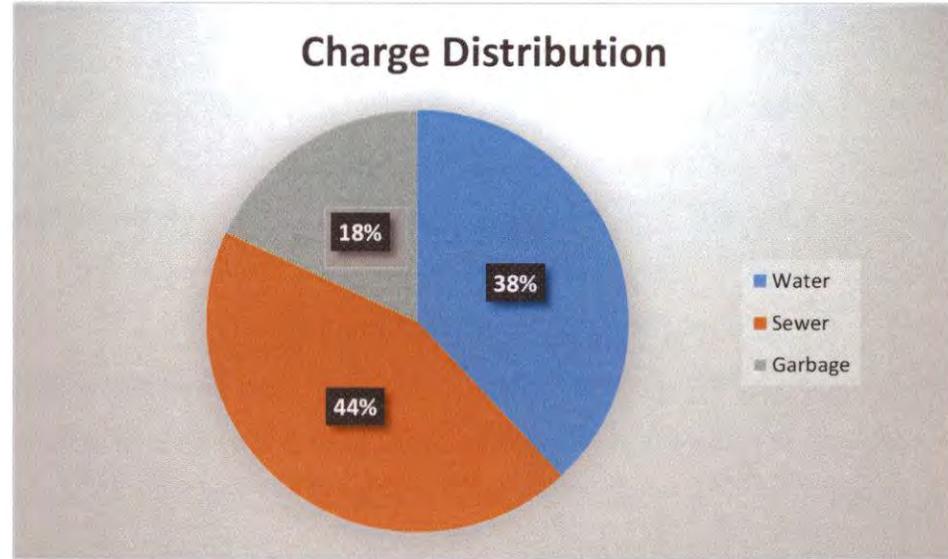
Date Bills Mailed 1/2/2026
 Number of Accounts Billed 9,451
 Current Charges \$ 1,421,448.77

Charge Distribution

Water \$ 540,956.71
 Sewer \$ 623,029.82
 Garbage \$ 257,462.24

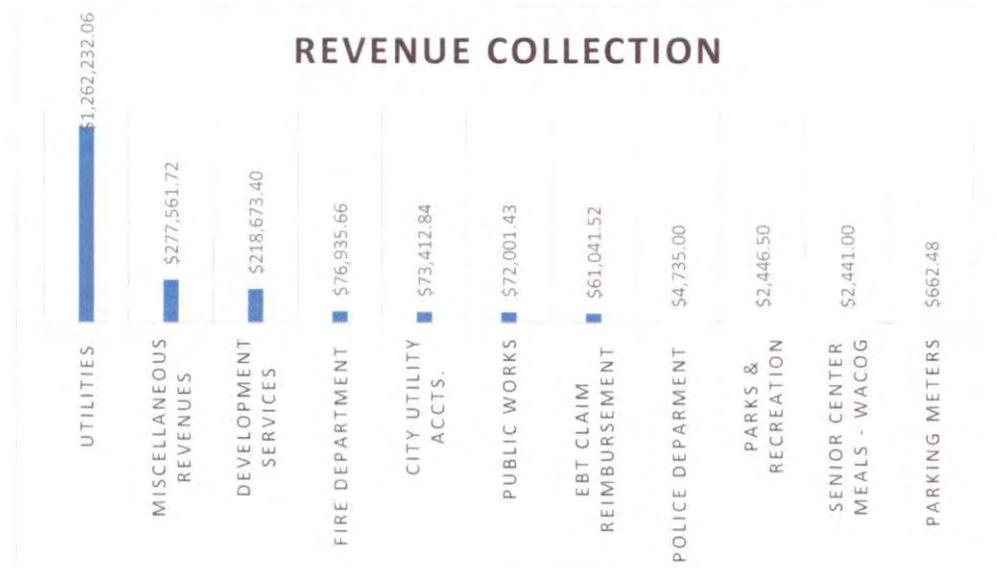
Account Distribution

Residential 8953
 Commercial 294
 City 154
 School 30
 Government 20



Revenue Collected

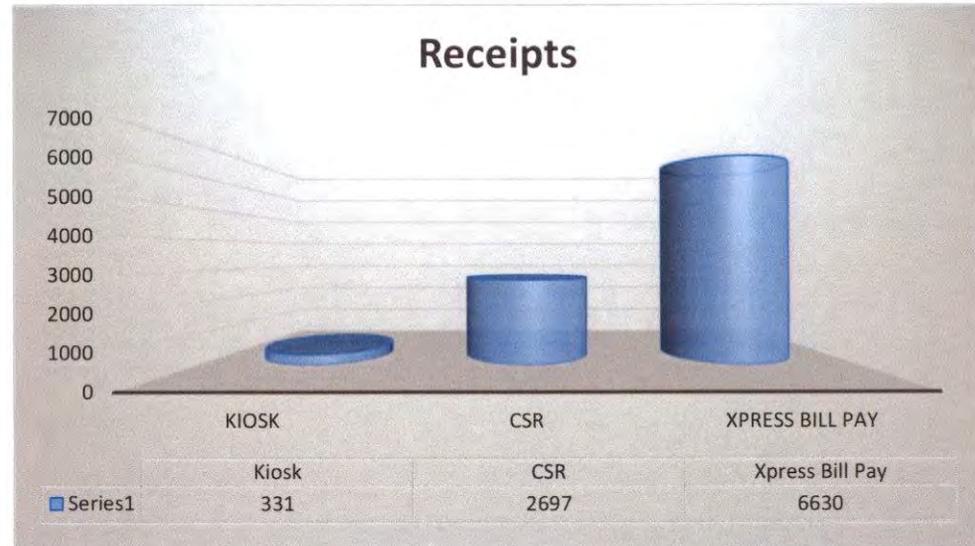
Utilities	\$1,262,232.06
Miscellaneous Revenues	\$277,561.72
Development Services	\$218,673.40
Fire Department	\$76,935.66
City Utility Accts.	\$73,412.84
Public Works	\$72,001.43
EBT Claim Reimbursement	\$61,041.52
Police Department	\$4,735.00
Parks & Recreation	\$2,446.50
Senior Center Meals - WACOG	\$2,441.00
Parking Meters	\$662.48
Total	\$2,052,143.61



Billing and Collections Monthly Report

Total Receipts

Customer Service Reps	
Cash	1211
Checks	289
Debit/Credit	1197
Total	2697
XpressBillPay	
E-Check	2715
Credit/Debit	3915
Total	6630
Kiosk	
Cash	116
Credit/Debit	215
Total	331



Meter Reader Technicians

Move-In Accounts	70	Delinquent Notices	959
Garbage Related	432	Past Due Balance Reminders	362
Move-Out Accounts	35	Payment Arrangements	109
Water Related	292	Disconnections	101

Utility Assistance Program

Water Conversion

Our funds for the utility assistance program has depleted its budget.

Accounts Converted	690
Non-converted Accounts	171

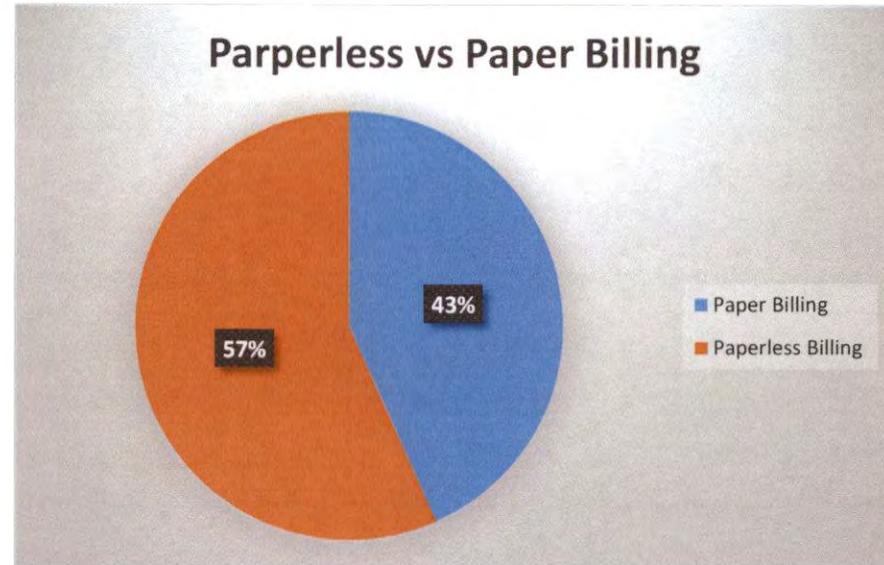
Collections

Accounts sent to collections	7	Accounts paid	2
Balance transferred to Collections	\$ 1,288.59	Amount paid	\$ 327.84
 Total Accounts on Collections	 230	 Total Accounts paid	 75
 Total Amount	 \$ 27,307.64	 Amount Collected	 \$ 8,215.99

Billing and Collections Monthly Report

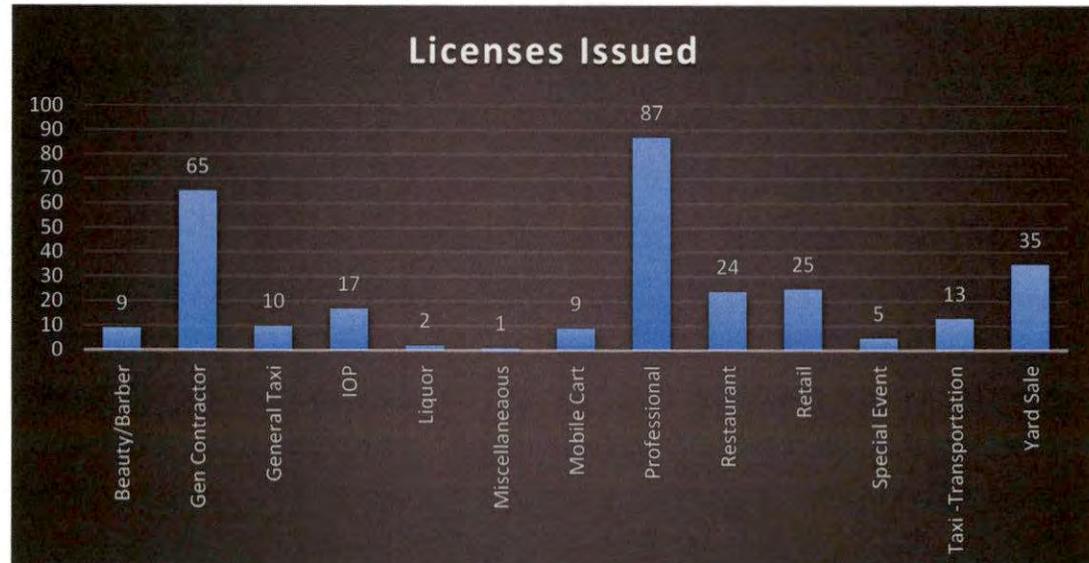
Paperless Billing

Paper Billing	4092
Paperless Billing	5359
Accounts on Autopay	2283



BUSINESS LICENSE

Licenses Issued/Renewed	
Beauty/Barber	9
Gen Contractor	65
General Taxi	10
IOP	17
Liquor	2
Miscellaneous	1
Mobile Cart	9
Professional	87
Restaurant	24
Retail	25
Special Event	5
Taxi -Transportation	13
Yard Sale	35
Total	302



CITY OF SAN LUIS



DEVELOPMENT SERVICES DEPARTMENT

• P&Z • BUILDING SAFETY • CODE ENFORCEMENT • GIS •

OPERATIONS MONTHLY REPORT

December 2025

Planning and Zoning Activity

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total
P & Z Activities													
Zoning Applications - Residential	1												1
-Commercial/Industrial						1							1
CUP Applications -Residential													0
-Commercial/Industrial													0
Variance Applications -Residential													0
-Commercial/Industrial													0
Minor Variance Application -Residential													0
-Commercial/Industrial			1										1
General Plan -Minor Amendment	1												1
-Major Amendment													0
Subdivision Application -Preliminary Plat		1											1
-Final Plat Application		1											1
Lot Split / Lot Tie	1												1
Text Amendments													0
Pre-Development Meetings	2	1	2		3								8
Continuation of Public Hearings													0
Total	5	3	3	0	3	1	0	0	0	0	0	0	15
P&Z Fees													
Zoning Applications - Residential	\$ 1,300.00												\$ 1,300.00
-Commercial/Industrial						\$ 900.00							\$ 900.00
CUP Applications -Residential													\$ -
-Commercial/Industrial													\$ -
Variance Applications -Residential													\$ -
-Commercial/Industrial			\$ 800.00										\$ 800.00
Minor Variance Application -Residential													\$ -
-Commercial/Industrial													\$ -
General Plan -Minor Amendment	\$ 1,200.00												\$ 1,200.00
-Major Amendment													\$ -
Subdivision Application -Preliminary Plat		\$ 3,272.00											\$ 3,272.00
-Final Plat Application		\$ 2,572.00											\$ 2,572.00
Lot Split / Lot Tie	\$ 400.00												\$ 400.00
Text Amendments													\$ -
Continuation of Public Hearings													\$ -
Total Fees Paid (130-48000)	\$ 2,900.00	\$ 5,844.00	\$ 800.00	\$ -	\$ -	\$ 900.00	\$ -	\$ 10,444.00					

Building Safety Activity

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total
Permits Issued													
Residential - new	11	22	29	35	7	13							117
Multi-Family New													0
Residential - remodel	6	7	5	5	5	2							30
Residential - renovation		1											1
Residential - demolition	1												1
MH - Ground Set													0
MH - Pit Set (includes installation fee)													0
RV - Ground Set													0
Subtotal - Residential	18	30	34	40	12	15	0	0	0	0	0	0	149
Estimated Value of Permits	\$ 3,021,853.00	\$ 6,025,603.72	\$ 7,873,136.00	\$ 8,620,769.00	\$ 1,948,602.00	\$ 3,221,589.00							\$ 30,711,552.72
Commercial - new	1	1	1	2	1								6
Commercial - remodel						1							1
Commercial - demolition													0
MH Commercial - Ground Set													0
MH commercial - Pit Set (includes installation fee)	0		0	0	0	0	0	0	0	0	0	0	0
Subtotal - Commercial	1	1	1	2	1	1	0	0	0	0	0	0	7
Estimated Value of Permits	\$ 1,251,558.00	\$ 888,897.00	\$ 458,002.00	\$ 2,155,696.00	\$ 65,500.00	\$ 15,000.00							\$ 4,834,653.00
City Exempt	2			1		1							4
Electrical Permit	1	1		1		3							6
Fence													0
Fire Sprinkler System		1	1			1							3
Grading	1					1							2
HVAC Permit	1				1								2
Permits Renewed/Change Sub-contractor													0
Building			1	1									2
Plumbing Permit	1												1
Re-issue Cert. of Occupancy													0
Signs		1		2									3
Solar Permit	5	14	10	15	4	9							57
Swimming Pools	2		1	1									4
Tower Antenna Inst.		1											1
Foundation Special			1										1
Subtotal - Other	13	18	14	21	5	15	0	0	0	0	0	0	86
Estimated Value of Permits	\$ 272,238.00	\$ 426,681.81	\$ 442,092.59	\$ 527,891.59	\$ 242,233.70	\$ 573,025.15							\$ 2,484,162.84
Total Permits Issued	32	49	49	63	18	31	0	0	0	0	0	0	242
Total Estimated Value of Permits	\$ 4,545,649.00	\$ 7,341,182.53	\$ 8,773,230.59	\$ 11,304,356.59	\$ 2,256,335.70	\$ 3,809,614.15	\$ -	\$38,030,368.56					

Certificates of Occupancy

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total
Certificates of Occupancy													
Residential - new	23	12	7	4	21	17							84
Multi-Family - new													0
MH - Ground Set													0
MH - Pit Set													0
RV - Ground Set													0
Commercial- Change of Occ.													0
Commercial-New & Remodel	1	1											2
MH Commercial - Ground Set													0
MH commercial - Pit Set													0
Total Certificates of Occupancy	24	13	7	4	21	17							86
Certificates of Completion													
Residential	7	9	5	1	5	1							28
Multi-Family													0
MH - Ground Set													0
MH - Pit Set													0
RV - Ground Set													0
Commercial	1												1
MH Commercial - Ground Set													0
MH commercial - Pit Set													0
Total Certificates of Completion	8	9	5	1	5	18							46
	32	22	12	5	26	35	0	0	0	0	0	0	132

All new construction (residential/commercial/industrial) receives a **Certificate of Occupancy** when the building has cleared all inspections and is ready to be occupied.
 Any remodels, renovations, additions, or other construction (residential/commercial/industrial) receives a **Certificate of Completion** when the building has cleared all inspections. and is ready to be occupied. This may also be referred to as a **Certificate of Zoning Compliance**.

Bldg Safety Fees

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total
Permit Fees													
Building Permit Fee	\$ 35,572.00	\$ 64,960.00	\$ 67,016.00	\$ 86,044.00	\$ 14,858.00	\$ 31,694.00							\$ 300,144.00
Plan Check Fee	\$ 13,857.30	\$ 7,166.90	\$ 13,137.30	\$ 13,003.90	\$ 3,192.90	\$ 4,006.40							\$ 54,364.70
Deposit for Res Plan Checks - Remodels only		\$ (100.00)		\$ 300.00	\$ (200.00)								\$ -
MH Permit Fee - Pit Set													\$ -
MH Permit Fee - Ground Set													\$ -
Electrical Permits	\$ 100.00	\$ 108.00		\$ 200.00		\$ 216.00							\$ 624.00
Plumbing Permits	\$ 100.00												\$ 100.00
HVAC Permits	\$ 245.00				\$ 260.00								\$ 505.00
Fire Sprinkler Permits		\$ 1,019.70	\$ 712.80			\$ 304.00							\$ 2,036.50
Solar Permits	\$ 1,150.00	\$ 2,650.00	\$ 1,550.00	\$ 3,050.00	\$ 1,000.00	\$ 2,350.00							\$ 11,750.00
Fire Dept. Permits													\$ -
Demolition Permits	\$ 50.00												\$ 50.00
Total Permit Fees(131-40135)	\$ 51,074.30	\$ 75,804.60	\$ 82,416.10	\$ 102,597.90	\$ 19,110.90	\$ 38,570.40	\$ -	\$ 369,574.20					
Utility Fees													
Water Connection Fee(100-43010)	\$ 7,750.00	\$ 12,400.00	\$ 13,300.00	\$ 17,150.00	\$ 2,700.00	\$ 5,850.00							\$ 59,150.00
WW Connection Fee(100-43115)	\$ 4,500.00	\$ 12,150.00	\$ 13,050.00	\$ 16,650.00	\$ 2,700.00	\$ 5,850.00							\$ 54,900.00
Total Utility Fees	\$ 12,250.00	\$ 24,550.00	\$ 26,350.00	\$ 33,800.00	\$ 5,400.00	\$ 11,700.00	\$ -	\$ 114,050.00					
Impact Fees													
Water Impact Fee (100-45025)	\$ 7,416.00	\$ 14,455.00	\$ 16,773.00	\$ 53,092.00	\$ 11,484.00	\$ 17,268.00							\$ 120,488.00
WW Impact Fee(100-45025)	\$ 13,068.00	\$ 25,235.00	\$ 27,773.00	\$ 44,962.00	\$ 7,614.00	\$ 15,426.00							\$ 134,078.00
Public Safety Impact Fee(100-45030)													\$ -
Parks Impact Fee(100-45005)	\$ 9,435.90	\$ 20,498.81	\$ 23,730.98	\$ 59,649.12	\$ 11,551.44	\$ 22,873.00							\$ 147,739.25
Streets Impact Fee(100-45035)	\$ 29,622.40	\$ 46,538.37	\$ 51,637.93	\$ 77,485.68	\$ 11,255.04	\$ 23,838.00							\$ 240,377.42
Fire Impact Fee (860-45015.019)	\$ 10,100.60	\$ 17,181.54	\$ 17,458.49	\$ 51,572.76	\$ 11,559.36	\$ 16,386.00							\$ 124,258.75
Police Impact Fee (860-45010.019)	\$ 9,177.40	\$ 12,201.79	\$ 14,397.41	\$ 46,612.04	\$ 11,360.60	\$ 14,348.00							\$ 108,097.24
Administration Imp Fee(100-45000)	\$ 5,536.30	\$ 9,726.58	\$ 9,378.63	\$ 5,707.86		\$ 924.00							\$ 31,273.37
Total Impact Fees	\$ 84,356.60	\$ 145,837.09	\$ 161,149.44	\$ 339,081.46	\$ 64,824.44	\$ 111,063.00	\$ -	\$ 906,312.03					
Miscellaneous Fees													
Replace Building Card			\$ 80.00	\$ 80.00									\$ 160.00
Change subcontractor		\$ 50.00	\$ 50.00		\$ 100.00	\$ 250.00							\$ 450.00
Re-inspections			\$ 100.00	\$ 200.00	\$ 250.00	\$ 250.00							\$ 800.00
Special Inspections						\$ 100.00							\$ 100.00
Investigation Fee (Stop Work Order)	\$ 100.00	\$ 300.00			\$ 100.00	\$ 100.00							\$ 600.00
Building without permit	\$ 176.00	\$ 4,608.00			\$ 96.00	\$ 96.00							\$ 4,976.00
Plan Certification	\$ 1,415.70			\$ 3,545.10									\$ 4,960.80
Other-miscellaneous			\$ 290.40	\$ 369.60	\$ 80.00								\$ 740.00
Fee for use of outside consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Misc. Fees (131-48000)	\$ 1,691.70	\$ 4,958.00	\$ 520.40	\$ 4,194.70	\$ 626.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,990.80
TOTAL	\$ 149,372.60	\$ 251,149.69	\$ 270,435.94	\$ 479,674.06	\$ 89,961.34	\$ 161,333.40	\$ -	\$ 1,401,927.03					

**new impact fees effective 09/22/2025

Admin Impact Fee has been discontinued in accordance with the newly proposed and approved impact fee schedule

*admin impact fee canceled since 09/22/2025.

**Deposits for Res Plan Checks are included in the Plan Check Fee

Code Enforcement

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total
Cases Opened	20	33	17	33	34	28							
Investigations	1	6	5	1	3	6							
First Notice	16	27	12	20	24	26							
Second/Final notices	9	7	9	10	5	5							
Cases Closed due to compliance	13	26	22	39	18	29							
Citations Given	0	0	0	0	0	0							
Court Appearances	2	0	0	0	0	0							
Stop Work Orders	3	4	1	1	2	1							
Abatement Notice	0	0	0	0	0	0							

GIS

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
FORMAL GIS REQUESTS	26	32	28	33	36							
ADDRESS VERIFICATION LETTERS	1	2	1	0	0							
GIS PROJECTS:	Finished Code Enforcement Survey for Possible Violations											



ECONOMIC DEVELOPMENT

CITY OF SAN LUIS, ARIZONA

DECEMBER 2025 REPORT

1. BUSINESS DEVELOPMENT

- Economic Development Department hosted Grupo Clisa including public meeting with stakeholders and a city tour.



2. SMALL BUSINESS DEVELOPMENT

- Economic Development conducted three (3) Business Retention and Expansion Visits:
 - Panchitas
 - La Cruda Seafood
 - Frozz
- Economic Development Department is developed the Last-Minute Local Christmas Gifts Campaign for shopping local.



3. GRANTS

- Economic Development Department attended the kick of meeting for the US HWY 95 water and sewer line project with the Economic Development Administration.

4. OTHER ACTIVITIES

- Department partnered with the Yuma County Chamber of Commerce to host the Foodie & City Tour with more than 35 in attendance.



- Economic Development Staff met with Yuma County Public Services District regarding the 2022 FDA Food Code Adoption.
- Director attended the GYEDC Quarterly Luncheon.
- City Council appointed one (1) member to the San Luis Economic Development Commission: Mr. Octavio Ramirez.

CITY OF SAN LUIS ENGINEERING DEPARTMENT

MONTHLY REPORT

December 2025



City Projects

Engineering Department

- County 22nd Street and 4th Ave Intersection Improvements
 - DPE Construction working on pending manholes, water valves and thermoplastic striping on 4th Ave to complete the project.
- County 22nd Street and Sidewinder Road Traffic Signal
 - COSL working with sidewalks, curves and ramps on north side of Co 22nd
- Miscellaneous Projects:
 - 10th Ave – Cesar Chavez Blvd to County 22nd St design project. Currently under design.
 - 6th Ave – Union St to County 22nd St. Currently under design.
 - Union St and 4th Ave Intersection project. Contract for design approved.
 - Avenue F – San Luis Ln to Cesar Chavez Blvd. Currently under design.

Subdivisions

- Los Mezquites Phase 4 and 5
 - Subdivision acceptance letter issued. Punch list items have been completed.
- Bienestar 12 Phase 2
 - Currently working with sidewalks and preparing manholes and water valves for adjustments to finish grade.

Engineering - Public Works Department

- Well Site 6 – Booster Station project.
 - Concept report under design.
- Water Storage Tanks Rehabilitation #3, #4 and #6.
 - Report of inspections under review.
- Well Site #3 Electrical and Civil Upgrade.
 - Electrical upgrade under design.
- High School Lift Station Generator.
 - Preliminary Electrical Plans under review.

Encroachment Permits

Engineering Department issued 2 Encroachment Permits (EP) during September:

- **EP-2026-23:** 670 Main St (Archibald St, south of C St), Aerial cable, Charter Communications.
- **EP-2026-24:** 1390 N Main St, Conduit Bore, Allo Fiber.

Other Tasks

The Engineering Team has been actively engaged in a variety of tasks related to both City and private projects. Key activities include:

- **Review of Design Plans and Submittals:** The team has thoroughly reviewed miscellaneous design plans and submittals for both City infrastructure projects and private developments.
- **Public Works Meetings:** The team attended coordination meetings focused on water, sewer, and traffic signal improvements, contributing to the planning and design stages.
- **Support for Other City Departments:** The team has also provided ongoing support to other City Departments as needed, ensuring smooth interdepartmental collaboration and project progress.

These efforts reflect the team's commitment to ensuring the effective design, coordination, and implementation of projects that benefit the City and surrounding areas.

Pictures – City Projects

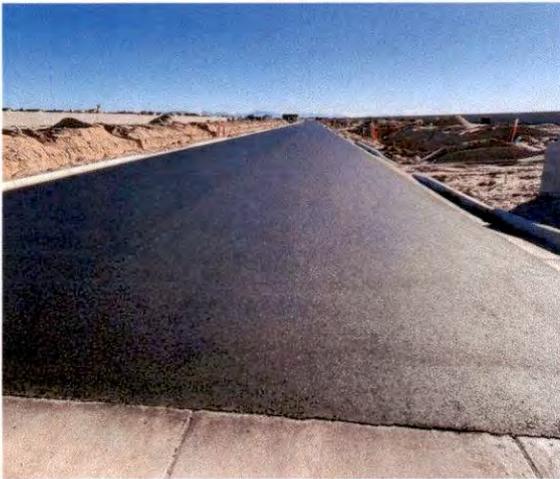
- County 22nd street & Sidewinder Traffic Signal.



Co 22nd St & Sidewinder – sidewalk works by COSL.

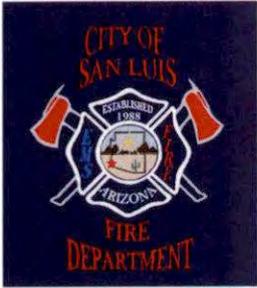
Subdivisions.

- Bienestar Estates 12 Phase 2





Ongoing construction of sidewalks and adjustment of manholes and water valves throughout subdivision. Roadways completed.



SAN LUIS FIRE DEPARTMENT

Monthly Report



DECEMBER 2025



EMERGENCY RESPONSE 911

San Luis Fire Department is committed to protecting our citizens by promptly responding to service calls throughout the city. Most of these calls involve structure fires, medical crises, vehicle accidents, hazardous material incidents, and other life-threatening situations. We also respond to non-emergency incidents, aiding our community when needed.

DECEMBER 2025

TOTAL FIRE INCIDENTS	12/2024	12/2025
Commercial Fires	0	0
Residential Fires	0	0
Vehicle Fires	0	0
False Alarm	11	3
Other Fires	6	7
Total Fire Incidents	17	10

EMS ENCOUNTERS	12/2024	12/2025
Refusals	34	29
Transport by SLFD	362	280
Transport by other	11	4
No patient contact	4	11
Total Transports	373	284
Total EMS Encounters	407	313

False Alarms	11	3
Fire Drills	0	0
Hazmat Incidents	0	6

Public Assistance	42	39
Community Paramedicine	3	9

MUTUAL AID & EMS TRANSPORTS

This service is crucial in ensuring effective public safety for the community. Through agreements with other fire agencies in Yuma County, departments can support one another during emergencies that exceed local resources, such as mass casualty incidents or large structural fires. SLFD frequently provides and receives mutual aid from the neighboring Somerton Cocopah Fire Department and Rural Metro Fire Department.

Mutual Aid Provided:	12/2024	12/2025
County	0	0
Somerton	3	3
Mexico	0	0
Transports:		
SLM1	0	20
SLM2	10	21
SLM3	24	13
SLM4	35	60
SLM5	135	60
SLM6	27	18
SLM7	131	88
Somerton	10	2
HELO	1	2
Rural Metro	0	0
Yuma	0	0
TOTAL	373	284

DEPARTMENT SERVICES & COMMUNITY OUTREACH

The San Luis Fire Department (SLFD) takes great pride in serving the residents of our community. Beyond providing emergency medical and fire response services, SLFD is committed to public safety and education through a variety of programs and outreach efforts.

DECEMBER 2025

- **Residential Inspections: 30**

Station 1- 24 Station 2: 6

- **Community Paramedicine: 9**
- AWC EMT Ride-Along Program: 0
- Senior Center Blood Pressure Checks: 0
- Heartsaver Classes (CPR): 0
- Fire Drills: 0
- Vaccine Clinics: 0
- **Community Events:**

A Crew

- **12/02/2025 – Christmas Tree - Assemble**
Location: City Hall Lobby
- **12/04/2025 – Fire Station for San Luis High School students**
Location: San Luis Fire Department – Station 1

B Crew

- **12/05/2025 – Fire Station for San Luis High School students**
Location: San Luis Fire Department – Station 1

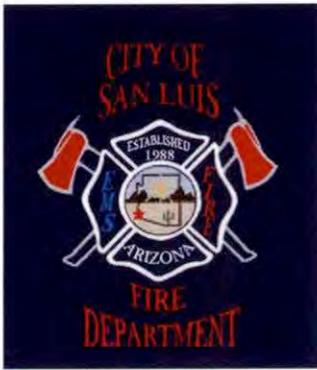
C Crew

- **12/03/2025 – San Luis High School Posada & Transition Fair**
Location: San Luis High School

FIRE INSPECTOR

DECEMBER 2025

- Commercial Inspections: **7**
- Meetings: **18**
- Fire Suppression Test: **0**

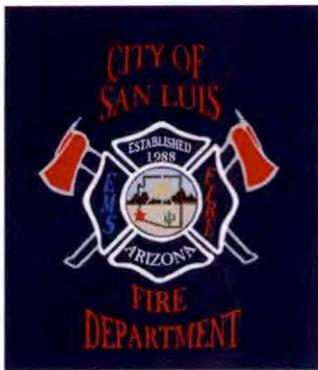


San Luis Fire Department Monthly Training Reports

December 2025

Station No. 1 A-Crew Captain E. Ramirez and M. Gomez

Date	Subject	Time	Instructor	Total Hours
12/02/2025	Fire Ground Operations – Tag and Deploy.	1500-1700	M. Gomez	3.0
12/04/2025	Fire Engineer – Troubleshoot Scenarios.	0930-1130	M. Gomez/ A. Burruel	3.0
12/11/2025	Fire Engineer – Drafting.	0900-1400	M. Gomez/ A. Burruel	5.0
12/13/2025	Tabletop- S & R, RIC and Mayday Scenarios	0900-1200	M. Gomez	3.0
12/15/2025	Fire Attack Drill – Second Story and S & R.	0900-1200	M. Gomez	3.0
12/20/2025	Fire Engineer Drafting.	0900-1200	M. Gomez	3.0
12/22/2025	Mayday Scenarios and Fire Ground Roles and Responsibilities.	1300-1500	M. Gomez	2.0
12/29/2025	Search and Rescue Table Top & Hoisting.	1000-1200 1300-1500	E. Ramirez	4.0
12/31/2025	Search and Rescue & Fire Ground Operation/Fire Engineer-Tag Hydrant Deploy Lines and Master Stream	0900-1200 1300-1500	E. Ramirez	5.0

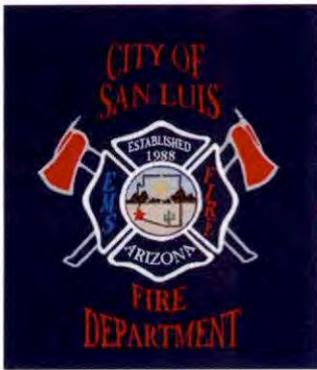


San Luis Fire Department Monthly Training Reports

December 2025

Station No. 2 A-Crew Captain J. Gonzalez

Date	Subject	Time	Instructor	Total Hours
12/02/2025	Crew and COOP training Donning Gear, Introduction to SCBA Mask.	1500- 1700	J. Gonzalez	2.0
12/04/2025	SCBA Mask Breathing Emergency Skills.	0930- 1130	J. Gonzalez	2.0
12/06/2025	Pre-Incident Action Plan Birth Center (New Building)	0900 - 1100	I. Lopez	2.0
12/11/2025	Forcible Entry Video.	0900 - 1100	J. Gonzalez	2.0
12/13/2025	Apparatus and Bay Maintenance Fire Tools	0900- 1100	J. Gonzalez	2.0
12/15/2025	Ladder operation and Hoisting with COOP students and crew.	1500 - 1700	J. Gonzalez	2.0
12/20/2025	EMS training Mega Codes.	1000- 1200	J. Gonzalez	2.0
12/22/2025	4/8 Deploying and Loading Attack Line.	1000 - 1200	I. Lopez	2.0
12/24/2025	Mental Health Reset	0900 - 1100	I. Lopez	2.0
12/29/2025	Ladder Operation New Market Building.	0900 - 1100	M. Gomez	2.0
12/31/25	Intro to Pediatrics Code.	0900- 1100	I.Lopez	2.0

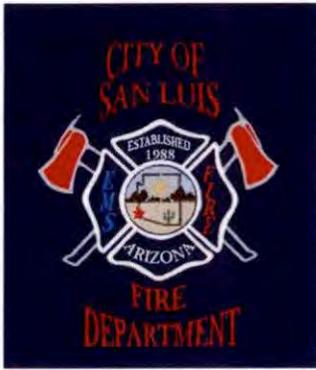


San Luis Fire Department Monthly Training Reports

December 2025

Station No. 1 B-Crew Captains E. Castro and C. Ofalla

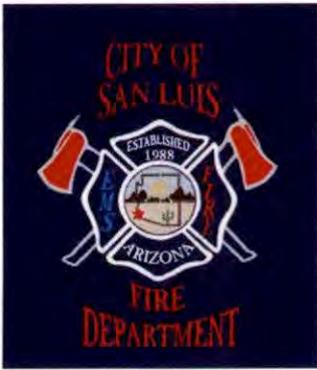
Date	Subject	Time	Instructor	Total Hours
12/05/2025	EMS - Classroom LVAD.	1300 -1400	C. Ofalla/ E. Castro	1.0
12/05/2025	Pumping Practice/ Minute Man Upstairs.	1400 -1530	C. Ofalla/ E. Castro	1.5
12/07/2025	Pumping Practice/ Minute Man.	0900 -1000	C. Ofalla/ E. Castro	1.0
12/09/2025	Search and Rescue/ VEIS.	0900-1130	E. Castro	2.5
12/14/2025	Ladders	1000 -1200	E. Castro	2.0
12/16/2025	Ladders	1000 -1200	E. Castro	2.0
12/16/2025	Pumping/Tagging Hydrant.	1400 -1600	J. Phillips	2.0
12/18/2025	Single Man Ladders.	1300 -1500	E. Castro	2.0
12/23/2025	EMS- Megacode.	0930-1030	C. Ofalla	1.5
12/25/2025	Pumping Practice/ Drafting.	1900 -1030	E. Castro	1.5



San Luis Fire Department Monthly Training Reports

December 2025

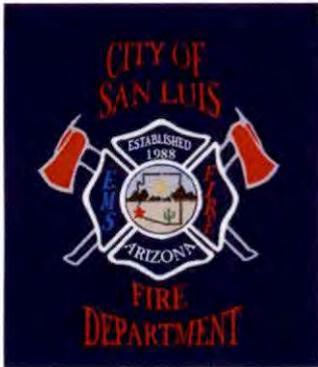
Station No. 2		B-Crew		Captain R. Solis
Date	Subject	Time	Instructor	Total Hours
12/05/2025	Ladder Truck	1000 - 1200	F. Silva	2.0
	Ladders/Tools		M. O'Dell	
12/07/2025	Fire Hose Loads & PPE.	1300-1500	L. Carlos	2.0
	SLL2			
12/09/2025	Haz-Mat - Case Study Videos.	1000-1200	L. Carlos	2.0
12/14/2025	Fire Hose Loads	1300-1600	L. Carlos	3.0
	SLL2		E. Flores	
12/16/2025	SLL2 Aerial	1100-1300	L. Carlos	2.0
	Training		M. O'Dell	
12/18/2025	Ventilation Online	1300-1500	L. Carlos	2.0
	Videos			
12/23/2025	Tools- SLL2	1300-1500	L. Carlos	2.0
12/27/2025	Fire Behavior	1000-1200	E. Flores	2.0
	Online Videos		L. Carlos	



San Luis Fire Department Monthly Training Reports

December 2025

Station No. 1 C-Crew Captains: C. Mora and S. Estrada				
Date	Subject	Time	Instructor	Total Hours
12/01/2025	1410 Evolution Forward Lay. Reviewed Forcible Entry Practices.	1000-1200	C. Mora	2.0
12/03/2025	1410 Evolution Master streams Operations. Reviewed Forcible Entry Practices.	1000-1200	C. Mora	2.0
12/08/2025	Company Multi Operations Proficiencies.	1000-1200	C. Mora	2.0
12/10/2025	Company Proficiencies Pump Drafting. Hazmat Decon.Forcible Entry YouTube Video Residential and Commercial Doors.	1300-1500	C. Mora	2.0
12/12/2025	Probationary Firefighter Check Offs Crosslays.	1300-1600	C. Mora	3.0
12/17/2025	Attack Lines Crosslays Leader Lines Driver Operator Training.	1300-1500	C. Mora	2.0
12/19/2025	Ppe-Scba Doning Duffing Drills. Scott Back and Rit Bag Familiarity/Deployment.	1300-1500	C. Mora	2.0
12/21/2025	Rit Bag Deployment and Activation Training With Down Firefighter.	0900-1200	C. Mora	3.0



San Luis Fire Department Monthly Training Reports

December 2025

Station No. 2 C-Crew Captain R. Rodarte

Date	Subject	Time	Instructor	Total Hours
12/01/2025	Rescue 42 Training vehicle stabilization + video	0900-1100	R. Rodarte	2.0
12/03/2025	Ladders: Single man carry	0900-1030	R. Rodarte	2.0
12/08/2025	Ladders: Two-man carry of extension ladder	0900-1100	R. Rodarte	2.0
12/10/2025	Hazmat: Common chemicals in or area look up	0900-1100	R. Rodarte	2.0
12/17/2025	Elevated aerial ops: Colibri Market	0930-1130	A. Coronado	2.0
12/19/2025	SLL2 morning check offs, Elevated aerial ops: FS2	0930-1130 1400-1500	A. Coronado	2.0
12/21/2025	Elevated aerial ops: FS2	0900-1030	G. Gutierrez	1.0
12/30/2025	Drafting w/ SLE1	0900-1100	R. Rodarte	2.0
	SCBA donning techniques		S. Caudillo	1.0



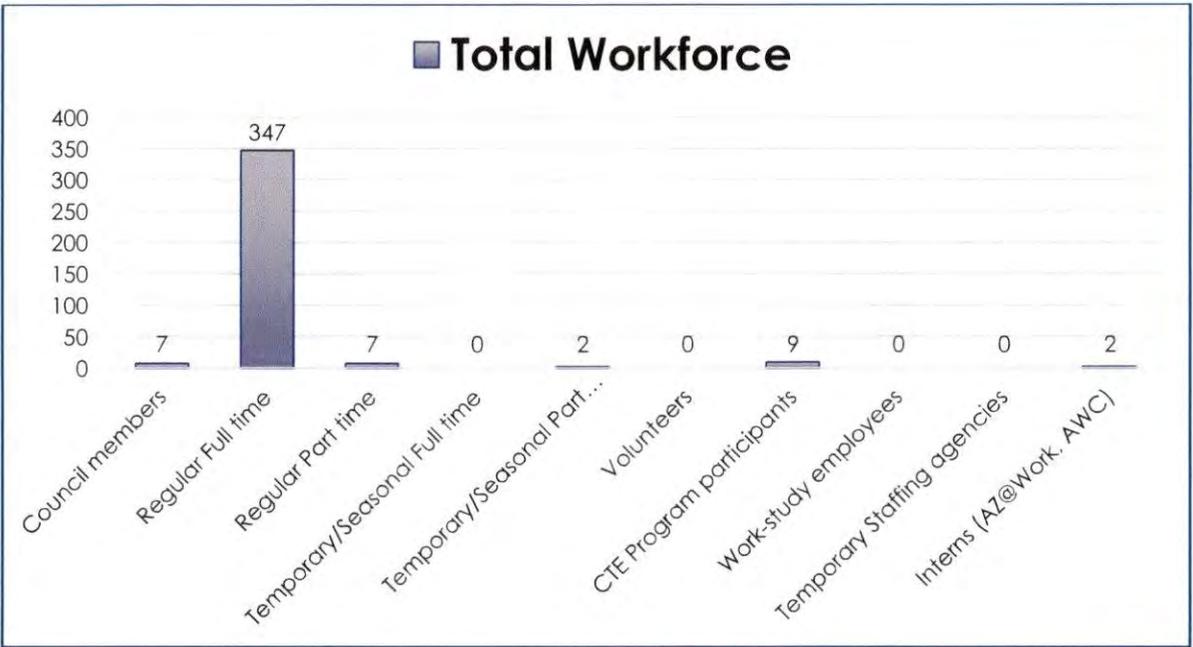
CITY OF SAN LUIS, AZ
**HUMAN RESOURCES
DEPARTMENT**
YOUR FUTURE BEGINS HERE.

MONTHLY OPERATIONS REPORT

DECEMBER 2025

CITY OF SAN LUIS | 800 E Cesar Chavez Blvd. San Luis, AZ 85349 | www.sanluisaz.gov

TOTAL WORKFORCE	
Council members	7
Regular Full-time employees	347
Regular Part-time employees	7
Temporary/Seasonal Full-time	0
Temporary/Seasonal Part-time	2
Volunteers	0
CTE Program participants	9
Work-study employees	0
Temporary Staffing agencies	0
Interns (AZ@Work, AWC)	2
TOTAL	367



WORKFORCE TURNOVER

New Hires		Terminations	
Employment Type	Quantity	Employment Type	Quantity
Regular (FT)	5	Resignations (FT- Regular)	4
Regular (PT)	0	Resignations (PT- Regular)	0
Temporary /Seasonal (PT)	0	Dismissals (FT- Regular)	0
Elected Officials	0	End of Appt. (Elected official)	0
Internships	0	End of season (PT)	0
Temp. staffing agency	0	Temp. staffing agency	7
Turnover Rate for December 2025: 1.15			
Turnover Rate for December 2024: 2.42			
Total Turnover Monthly Difference: +1.27			

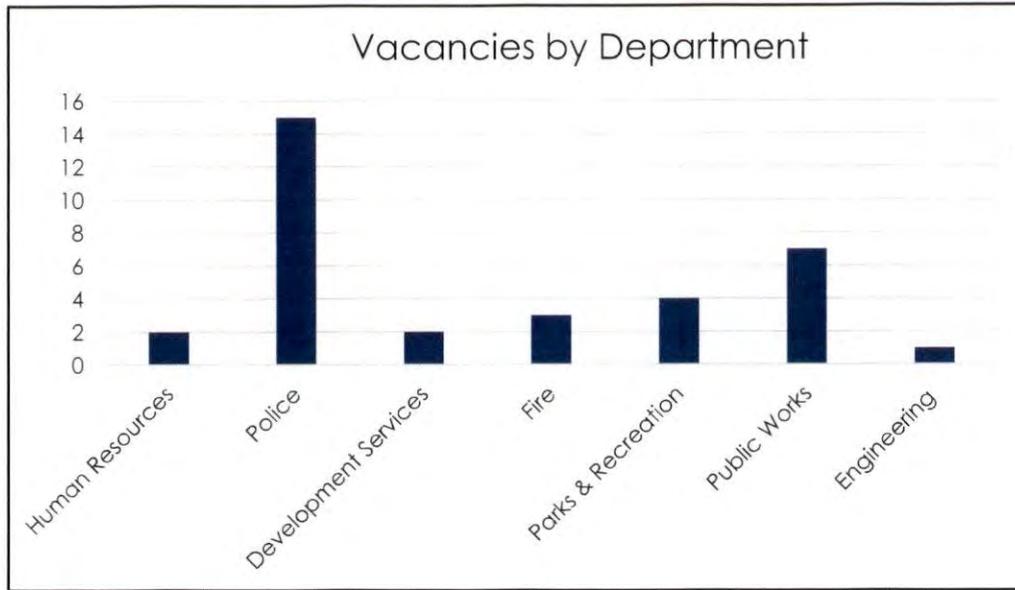
TALENT ACQUISITION

RECRUITMENT ACTIVITY							
Previous Job Postings	New Job Postings	Applicants	Interview Sets	Total # of Interviewees	Total Hires/ Rehires	Promotions/ Conversions	Requisitions Filled
15	4	240	6	17	5	1	5

Physical Agility Test Police	Written Exam Police	Dispatcher Typing Test	Written Exam – Engineer Fire	Command Lab Fire
Passed – 4	Passed – 3	Passed – 0	Passed – 4	Passed - N/A
Fail - 0	Fail - 1	Failed – 0	Fail - 8	Fail – N/A

Vacancies by Department

Department	Job Title	# of vacancies
Fire	Firefighter	1
	Fire Engineer	2
Human Resources and Risk Management	Human Resources Coordinator	2
Engineering	Project Coordinator	1
Development Services	Assistant Director of Development Services	1
	GIS Analyst	1
Parks & Recreation	Assistant Director	1
	Maintenance Specialist	1
	Recreation Specialist	1
	Driver PT	1
Police	Police Communication Officer	6
	Police Records	1
	Police Officer	8
Public Works	Heavy Equipment Operator (Water/ Wastewater)	1
	Code Compliance Specialist	1
	Wastewater Supervisor	1
	Wastewater System Operator	2
	Equipment Operator (Highway Users)	1
	Maintenance Specialist (Highway Users)	1
Total		34



BENEFITS ADMINISTRATION

INSURANCE	ADDITIONS Enrollments from December - 2025	TERMINATIONS Effective December - 2025	TOTAL ACTIVE EEs
Health Insurance	2	3	342
VSP – Vision	2	3	340
Dental	2	3	344
FMLA Leave			8
Short-term Disability claims			0
ASRS Refund Applications			1
ASRS Retirement Applications			0
ASRS Ending Payroll Verifications			2

- **Benefit Orientation:** Two (2) conducted.
- **Public Safety Personnel Retirement System:** One (1) conducted.
- **Claims Advocacy:** Five (5) claims were researched and sent to the Third-Party Claims Administrator for correct submission.

WELLNESS PROGRAM

- **Gym Membership**
 - 78 active memberships / 7 EEs on the waiting list

SPECIAL PROGRAMS

RECOGNITION / ENGAGEMENT

- **Ugly Sweater Contest**
 - The HR team hosted an Ugly Sweater event to promote employee engagement and foster a festive workplace atmosphere.
 - The HR team provided employees with hot cocoa and pan dulce, creating a warm and welcoming environment that encouraged connection and added to the overall festive experience.
 - HR staff delivered prizes to the contest winners

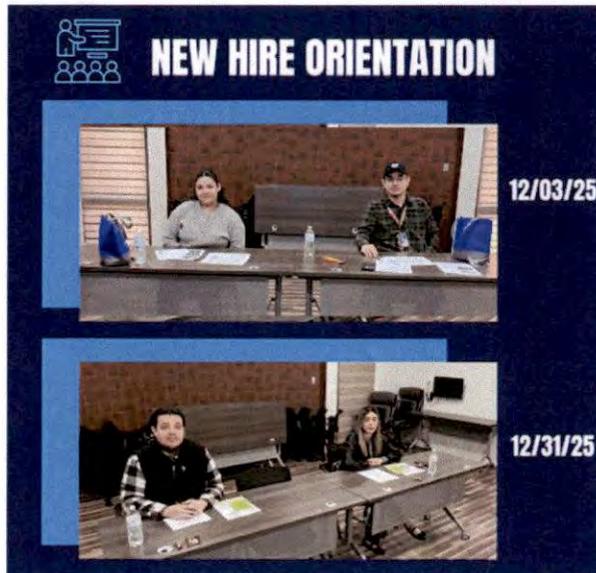


TRAINING AND DEVELOPMENT

Training Program	Facilitators	Trainees/Department	Date	Total Training Hours
New Hire Orientation	Pamela Tapia, HR Coordinator	4 (IT, SLPD, HRRM, Billing/Collection)	12/3/25 12/31/25	3
Benefits Orientation	Priscila Campa, HR Generalist	4 (IT, SLPD, HRRM, Billing/Collection)	12/3/25 12/31/25	2
Train-the-Trainer	Priscila Campa, HR Generalist	3 (SLPD)	12/12/25	3
Performance Improvement Plan Training	Pamela Tapia, HR Coordinator	1 (Public Works Wastewater Division)	12/27/25	1.5
TOTAL TRAINING HOURS:				9.5



- **COSL Orientation**



Professional Development Plan		
Department	Quantity	PDP Type
N/A	0	N/A
Scholarships		
SLFD	1	AWC Paramedic Program

COMPLIANCE/DATA ANALYTICS AND CLASS & COMP

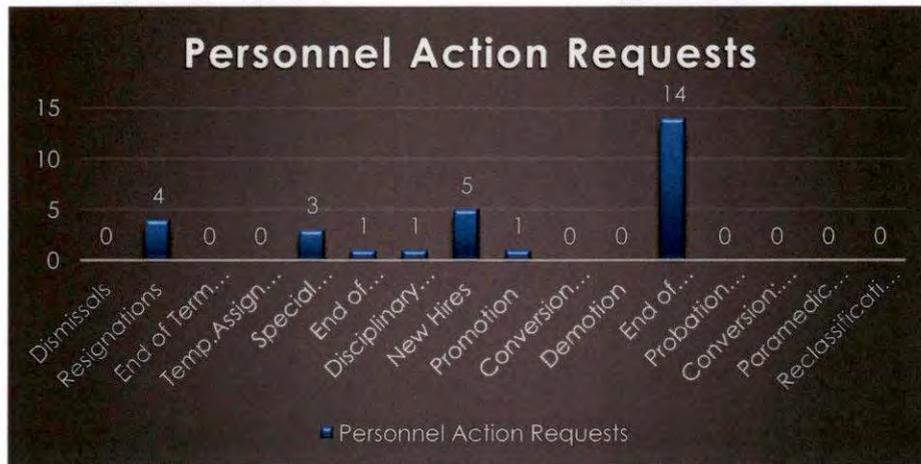
- **Purchase Requisitions:** 8 processed
- **Conflict of Interest:** 3
- **Ongoing internal HR audits:** N/A
- **Position Budget Requests:** 33 requests submitted
- **Longevity Adjustments:** The review identified 43 employees as eligible for adjustments.
- **Ongoing maintenance of Public Safety Incentives:**
 - Two Special Assignment Officer Incentives (K-9 & Motor)
 - 1 FTO Assignment
 - 1 End of Temporary Assignment Incentive

EMPLOYEE RELATIONS

- **Exit interviews:** 2
- **Disciplinary Actions Administered:**
 - 1 Admin Leave

Personnel Action Requests (PAR)	Quantity
Dismissals	0
Resignations	4
End of Term (Assignment)	0
Temporary Assignment FTO	0
Special Assignment	3
End of Special Assignment	1
Disciplinary Actions	1
New Hires	5
Promotion	1
Conversion OAP	0
Demotion	0

End of Probation	14
Probation Extension	0
Conversion: Fire Dept.	0
Paramedic Certification	0
Reclassifications	0
TOTAL:	29



PERFORMANCE MANAGEMENT

Type of Evaluation	Placed	Received	Due	Total
Annual	0	32	9	41
Probationary	6	18	3	27
Original	5		3	
Promotional	1			
Demotion				
Mid-Term		4		
End of Probation		14		
Apprentice				
Extension				
Disciplinary				
Total	6	50	12	68

Information Technology

Monthly Report: December 2025

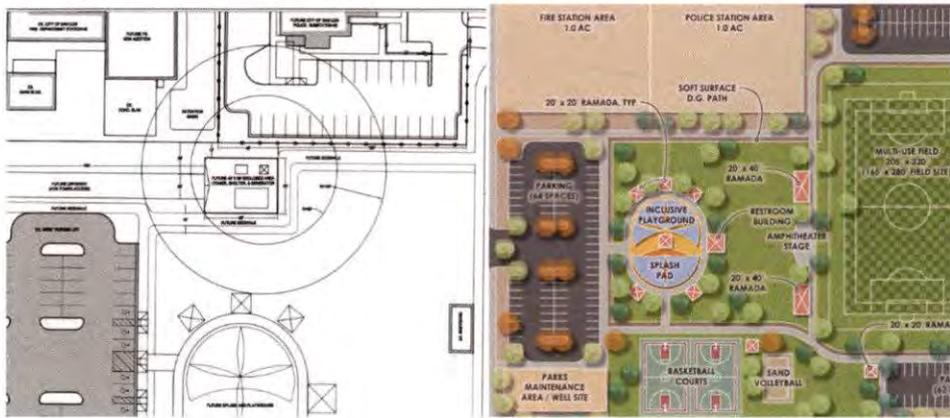
Overview:

Provided IT support to City of San Luis employees with technical issues with hardware, software, or network systems. At the same time, ensuring problems are resolved promptly to minimize disruption to the City of San Luis operations.

IT support and infrastructure operations ensure that technology systems are reliable, secure, and optimized to meet the organization's needs.

Project Status

- Started Engagement meetings with the Arizona Department of Homeland Security Staff and the solution engineer to prepare for email filter migration.
- Sabre Industries has provided availability for construction in January of a 60-foot tower. We have been working alongside the development services, fire, engineering, public works, and parks departments to finalize the ideal location and complete permit requirements in preparation for construction.

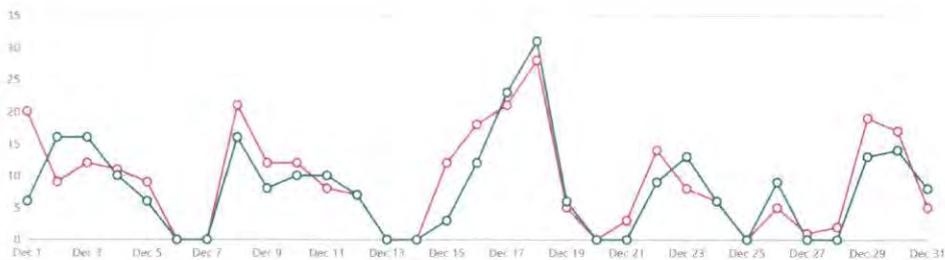


- Aided the police department in the activation and configuration of 20 new vehicle cradle point routers to help public safety operations in areas with poor cellular coverage.

Requests Created Total: 285 | Request Resolved: 252

285
Created

252
Resolved





PARKS & RECREATION
DECEMBER 2025
Monthly Report



Parks Grounds Maintenance



Bienestar Estates No.2
(1314 Kennedy Ln.)
Mowing green area.



Frontera Estates (1119
San Luis Ln.) Mowing
green area.



Joe Orduño (965 N. Park
Ave.) F1 field, scalping
grass for winter grass
overseeding.



Joe Orduño (965 N. Park
Ave.) F1 field,
overseeding and
fertilizing.



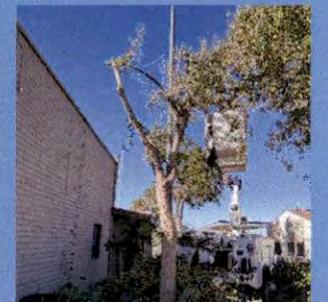
Bienestar Estates No.6
(475 N. Madrigal Dr.)
Breaking down soil to
overseed.



Joe Orduño (965 N.
Park Ave.) Basin on
entrance to Joe Orduño
clean up.



Bienestar Estates (980 B
St.) Trimming of Ficus
trees on the northeast side
of basin.



Municipal Court (767 N.
William Brooks Ave.)
Trimming trees blocking
camera.

Projects



Bienestar Estates (1037
Kennedy Ln.)
Renovated soccer goals
by painting them.



Bienestar Estates No.4
(1266 E. America St.)
Renovated soccer goals
by painting it



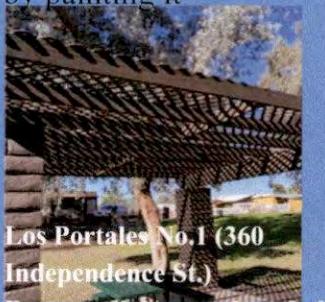
Joe Orduño (965 N. Park
Ave.) Soccer field was
leveled.



Joe Orduño (965 N. Park
Ave.) Renovated the
irrigation system at the
soccer field.



Joe Orduño (965 N. Park
Ave.) Soccer field repaired
electrical wires that was
damaged during installation
of the irrigation system.



Los Portales No.1 (360
Independence St.)
Renovated damaged roof of
ramada.



Bienestar Estates No.9A Ph.1
(3751 Udall Ln.) Damaged
bench removed and installed
new bench.



Bienestar Estates No.9B
(312 E. Janet Napolitano
Blvd.) Reposition picnic
table and bolted down.

Parks Grounds



Arnold Cordova Jr. Activity Center: Renovated the retention basin due to run offs were filled up with sand.



Senior Center (790 E. Cesar Chavez Blvd.) Helped with the distribution of the Food Bank.



Rio Sereno (238 Genovive St.) Installed a solar light due to electricity was cut off and basin was not lighted.



Cultural Center (1015 N. Main St.) Installed a light switch on light pole.



Santa Cecilia No.1 (3800 E. Ortega St.) Repaired washout and cleaned the drained gutter.



Bienestar Estates No.6 (475 N. Madrigal Dr.) Repaired lifted sidewalk due to a walking hazard.



The Christmas Tree Lighting.



Events



The Christmas Light Parade



Cultural Center

Winter Classes

- Zumba: Approximately 25 participants per class
- Folkloric Dance: Approximately 10 participants per class
- Ballet 1 & 2: Approximately 25 participants per class
- Gymnastics: Approximately 20 participants per class
- Art 1 & 2: 10 participants per class (both classes full)
- Guitar: Ended first week of December
- Piano: Ended first week of December

Senior Center Partnering Activities

During the month of December, we hosted a painting activity for our seniors. We provided all painting materials along with inspiration images, and participants were invited to create a holiday-themed painting. Their artwork was then turned into personalized Christmas cards for them to share with their loved ones



We partnered with the Senior Center Division to host their end of year review, creating a warm and welcoming experience for our seniors. Our team handled the full setup for their end of year video and provided coffee for everyone to enjoy. We were also honored to welcome the Mexican Consulate of Yuma, who helped make the day extra special by sponsoring freshly baked bread. To top it off, a guest storyteller joined us, sharing stories that brought culture, connection, and smiles to the room



Cultural Center

Yuma Food Bank

We continue to host the Yuma Food Bank at our facility every second and fourth Wednesday of the month, providing community members with access to fresh food and essential groceries. This ongoing partnership helps support local families and individuals in need, creating a welcoming and reliable space where residents can receive assistance, connect with resources, and feel supported by their community.

Winter Classes

Winter classes at the Cultural Center wrapped up on a high note. To celebrate, Star Academia hosted a Frozen themed recital where students showcased what they learned in front of parents and family members. The event was filled with excitement, creativity, and lots of proud moments for everyone in attendance

Christmas Light Parade

The Cultural Center assisted in decorating Santa's boat float for the Holiday Christmas Lights Parade. Staff worked together to add festive decorations, lights, and holiday details, helping bring the float to life and spread holiday cheer throughout the community during this special seasonal event

Salvation Army Christmas Luncheon

This year, we partnered with the Salvation Army to host the annual Christmas Luncheon. Members of the community were invited to enjoy a holiday meal with us, catch up with neighbors, and spend some time together in a relaxed, festive atmosphere. It was a great opportunity to connect with the community and share in the season without all the extra fanfare



Recreation

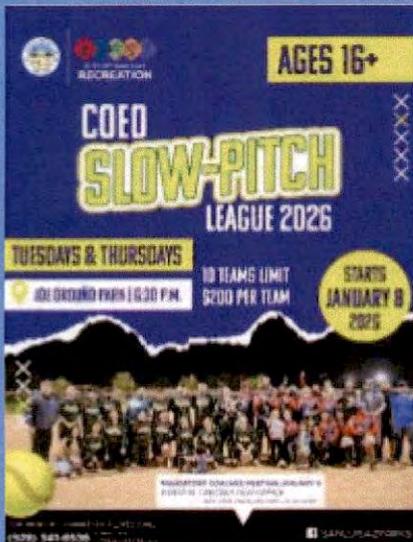


FACEMASK TESTFIT

To comply with the protection standards, the odor and gas protection test was carried out on the staff who supported the pool, and they passed it successfully.



During the month of December, the winter recreation programs were completed. The recreation staff began performing maintenance on the sports facilities at Joe Orduno Park and installing windscreens on fields and dugouts.



In addition to initiating the planning of activities that begin in January.



Youth Center

Youth Center Classes – Our Youth Center has been active this month of December. However, things usually slow down the last couple weeks of December. We are now getting ready to start the year with a few renovations.

- Approximately 50 kids show up daily to our Youth Center
- We had 20 new registrations for the month of December.
 - o Boxing Class – 10 members
 - o Boxing team – 12 members
 - o Game Room – 4 members
 - o Open Gym – 20+ members



Youth Center Holidays Posada – The Youth Center’s annual Holidays Posada was a success! Youth Center staff and coaches donated food and snacks for the YC participants. It was a good time to socialize, eat, and get to know our participants better.



Youth Center

Tree Lighting Event and Light Parade –

The Youth Center Staff assisted in the 2025 Tree Lighting Event.

- 2,000+ people showed up for the event approximately.
- YC oversaw the line-up and set up and the stage area.

Youth Center 26-27 Budgets –

Working on budgets for our 26-27 fiscal year.

- Requested similar budget as year prior.
- CIPS contemplating: flooring for the Youth Center main gym, provide adequate maintenance to our gym equipment while adding more equipment.

Upcoming in 2026

The Youth Center Staff 2025's goal was to attract more youths to our center by improving our facility's appearance. We have been working all year on renovations. This past year, we had cabinets installed in one of our rooms, we got our lobby/offices/classrooms freshly painted, and our lobby/offices/classrooms flooring replaced. This 2026 we are planning to continue working on renovating our facility.

Senior Center

December 2025 was a joyful and active month at the Senior Center, filled with holiday activities and meaningful community engagement. Seniors enjoyed a winter musical performance from Hospice of Yuma and Voces de Alegría, participated in creative activities such as decorating holiday crafts, writing Christmas letters, and making wreaths, and received continued support through monthly food box distributions.

Community partnerships enriched the month as seniors joined the Light Parade, enjoyed visits with local students for bingo and a traditional posada, and participated in nutrition activities led by Idalith Casas. The San Luis Rotary Club also helped make the season special by donating raffle prizes for the seniors' holiday celebration.

The month concluded with a Winter Celebration featuring live music, a banquet, and gifts, along with winter games, a painting activity, and the creation of vision boards for the new year. Seniors also enjoyed a year-in-review video, a Christmas lunch, and a celebration of December birthdays, ending the year with joy and togetherness.

SERVICES PROVIDED BY OUR DEPARTMENT

Breakfast: 7:00 AM – 9:00 AM

Lunch: 11:00 AM – 12:00 PM

Daily Transportation:

Morning: 7:00 AM

Afternoon: 12:00 PM

Assistance to Seniors:

Documentation, translations, and application assistance

Hours: 6:00 AM – 2:30 PM

DAILY / WEEKLY / MONTHLY ACTIVITIES

- Daily Bingo: 10:30 AM – 11:00 AM
- Daily Board Games: 6:00 AM – 2:30 PM
- Daily Pool Game: 6:00 AM – 2:30 PM
- Exercise Classes: 8:00 AM – 9:00 AM
- Arts & Crafts: 9:00 AM – 10:00 AM
- Gardening: 8:00 AM – 9:00 AM
- Movie Day: 9:00 AM – 11:00 AM
- LIHEAP (Home Energy Assistance Program): 6:00 AM – 2:30 PM

MONTHLY STATISTICS

- Total Meals Served: 876
- Total Attendance: 1,396
- Total People Transported: 359

Senior Center



Campesinos Sin Fronteras
12/02/25



Voces De Alegria
12/08/25



Christmas Activity
12/03/25



Cultural Center
Christmas Letters
12/09/25



Light Parade
12/11/25



SLMS Bingo
12/16/25



Christmas Wreath
12/16/25



Nutrition Class
12/17/25



SWJH Posada
12/17/25



Rotary Club Winter
Celebration
12/18/25



Winter Celebration
12/19/25



Year Memories Cultural
Center
12/22/25

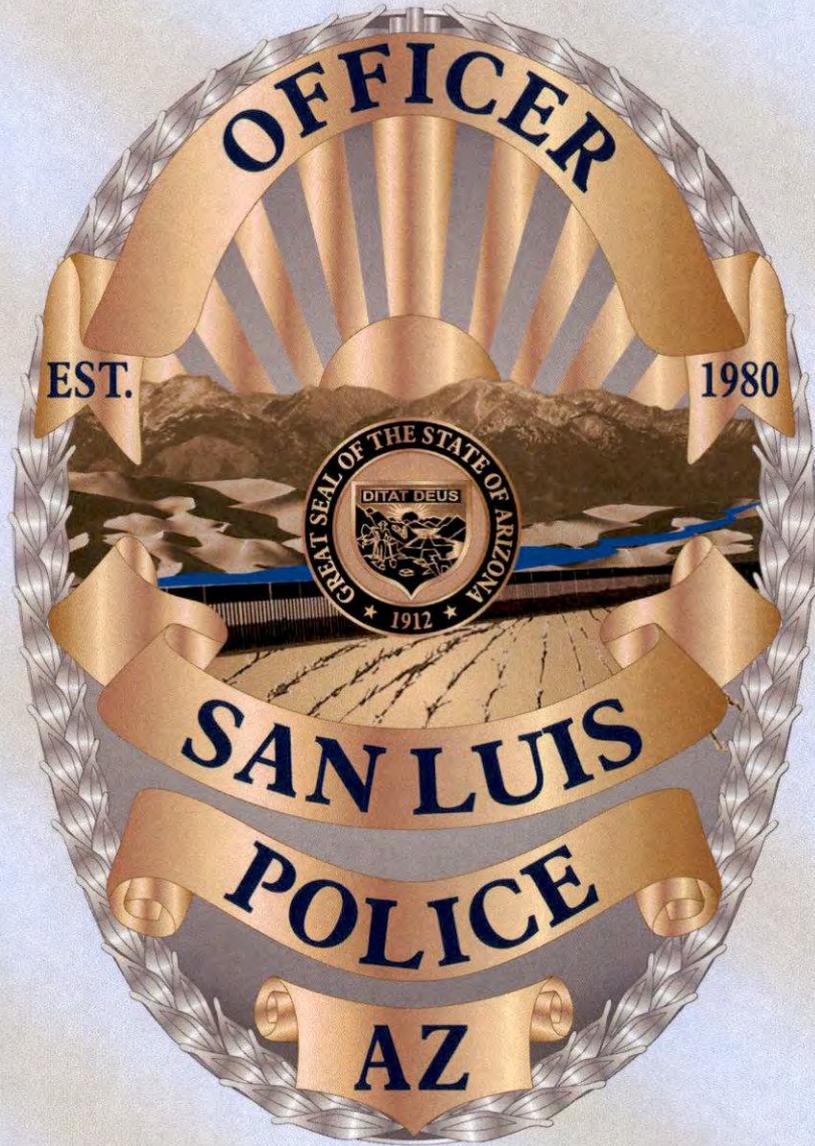


Winter Lunch
12/23/25



Winter Games
12/23/25

**SAN LUIS POLICE DEPARTMENT
MONTHLY REPORT
DECEMBER 2025**



COMMUNITY OUTREACH/ SPECIAL EVENTS:

- Members from the SLPD participated in the Shop with a Cop event, making it an unforgettable holiday for students from various local schools. A huge THANK YOU to all volunteers, community partners, the GESD#32, and Walmart San Luis for helping make this event so special.



USE OF FORCE INCIDENTS AND FINDINGS:

- Six (6) pending review.

OPERATIONS/NOTABLE EVENTS:

- None

VEHICLE PURSUITS AND FINDINGS:

- None

COMPLAINTS AND FINDINGS:

- None

AWARDS AND RECOGNITIONS:

- None

GRANTS MANAGEMENT:

- Reimbursement requests for OPSG have been submitted up to 11/28/2025.
- We will continue GOHS deployments through New Year's.

BUDGET SUMMARY:

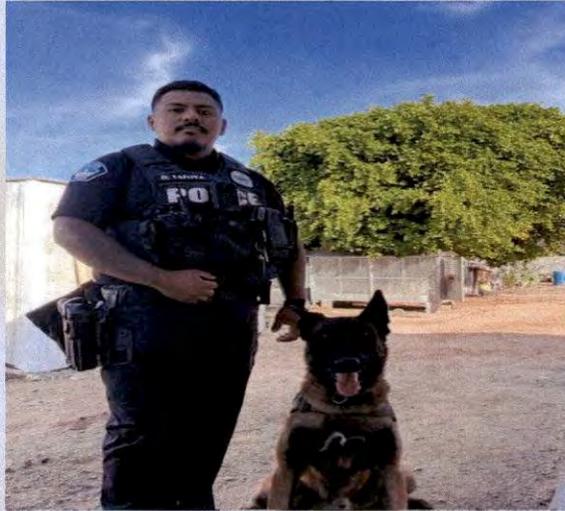
- For FY26, SLPD has expended 38% of our annual budget.

RECRUITING/HIRES/RETENTION/DEPARTURES:

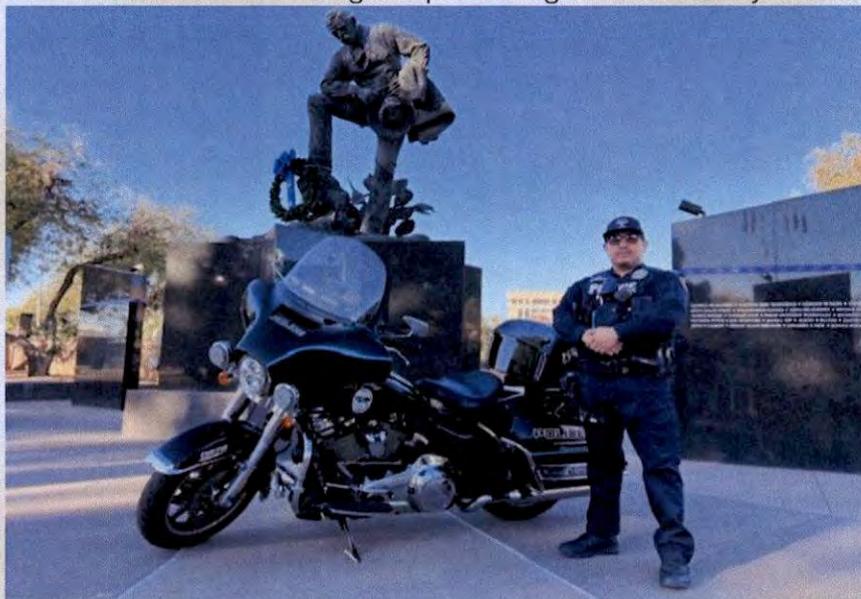
- Ten (10) Police Officer positions vacant, and the selection process remains active.
- Five (5) 9-1-1 Communication Officer positions vacant, and the selection process remains active.
- One (1) Records Specialist position vacant, and the selection process remains active.

PERSONNEL ACHIEVEMENTS AND EMPLOYEE ACTIONS:

- The SLPD proudly congratulates K9 Officer Daniel Tafoya and his partner, Canine Byron, on successful completion on his training and certification as a K9 Handler. This achievement reflects their dedication, hard work, and commitment to serving and protecting the community.



- The SLPD proudly congratulates Motor Officer Edgar Renteria on successful completion of his training and certification as a certified Motor Patrol Officer. This accomplishment reflects his dedication, hard work, and continued commitment to serving and protecting our community.



- We are proud to recognize and congratulate the following employees for their outstanding achievements and dedication to service. Each of these individuals demonstrated exceptional commitment, professionalism, and service throughout the year. We thank them for their hard work and congratulate them on this well-deserved recognition.

Dispatcher of the Year - Jeramy Johnson
Detective of the Year - Jose Pereda



Distinguished Service Award - Alan Guevara
Officer of the Year - Abraham Lopez



Civilian Supervisor of the Year - Lizeth Laguna
Civilian of the Year - Yonnuen Oropeza



Sworn Supervisor of the Year - Yadira Bobadilla
Rookie of the Year - Samantha Barraza



MONTHLY INCIDENT/CRIME REPORT:

The incident/crime report is broken down into four (4) types of reports: 1 - Calls for Services - All calls reported by citizens and received at the Communications Center. 2 - Officer Initiated Calls - Contacts reported by officers while patrolling. 3 - Accidents - Accidents that occurred in city limits and cases taken by an officer. 4 - Actual Cases Taken by Officers - Reports taken by officers, crime/incident determined by an officer as reported by a citizen - from the calls of service received.

The Monthly Incident Calls for Service (CFS) count is listed below as reported by citizen(s) (Initiated as a CFS).

INCIDENT CALL TYPE	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
711	132	76	75	89	78	80	984
911 Call	192	198	239	227	227	225	2,950
Abandoned Vehicle	111	112	70	100	64	71	846
Accident	35	64	61	60	72	70	769
Alarm Residential	4	11	8	9	3	13	83
Animal at Large	52	71	73	109	61	134	959
Animal Related	40	53	50	43	53	66	582
AOD-Assist Other Department	31	38	40	50	31	43	495
Arrest on Warrant	26	26	21	19	12	19	246
Assault	1	4	4	6	7	3	46
Attempt to Locate	19	18	8	14	5	12	131
Court Order Violation	4	1	3	4	3	4	50
Criminal Damage	8	11	14	6	6	13	132
Deceased Animal	12	8	12	15	12	12	123
Disabled Vehicle	16	36	22	21	28	25	268
Disturbance	37	32	29	38	42	44	431
Field Interview	210	131	93	73	89	67	1,404
Noise Disturbance	12	31	13	26	19	43	289
Other	39	34	62	42	35	44	472
Parking Violation	119	172	120	83	107	151	1,392
Private Tow	24	18	38	45	25	40	300
Public Assist PD	52	41	31	49	40	39	452
Traffic Incident	13	36	27	43	23	31	372
Traffic Stop	756	713	474	672	407	507	6,802
Welfare Check	18	31	38	21	21	26	328
10-40 Courtesy							2
Alarm Commercial	11	12	18	15	7	14	189
Animal Bite-Dog				3	1	4	14
Animal Bite-Other	1		4	1		1	8
Burglary		3	5	1	1	5	42
Child Molestation							3
City Code	1	2	2	6			14
Civil Matter	49	51	33	28	37	28	414
Civil Standby		1		2	2		10

Court Assist	11	7	1	6	4	9	74
Custodial Interference	4	4	2	5	2	6	44
Cybertips	1		2				11
Driving under the Influence	10	8	6	5	4	6	78
Drug Offense	2	7	10	8	7	7	108
Flag Down	35	48	48	49	39	49	491
Foot Patrol	2	6	6	6	16	5	89
Found Person	1	2	1	1	1	2	21
Found Property	5	1	4	4	3	6	49
Fraud	4	8	6	4	5	4	61
Harassment	5	6	9	13	9	10	127
Identity Theft	4	5	5	2	9	3	70
Incorrigible Juvenile		7	3	3	1	1	31
Indecent Exposure	1	2	3	1	1		17
Information Received	3	6	5	8	3	4	68
Littering	3	5	2	2	4		30
Located Missing Person	3	1		2	4	1	23
Loitering			1	1		1	6
Lost Property	11	7	3	6	8	10	83
Missing Person-Overdue	5	4	4	5	4	2	49
Notification	4	8	9	1	4	12	69
Open Door/Window	2	4	2	2	1	3	25
Prowler	1					1	4
Reckless Driver	26	32	35	35	38	49	421
Recovered Stolen Vehicle	3						7
Repair Order	31	24	22	15	8	12	180
Repossession	29	22	18	37	22	25	295
Runaway Juvenile	1			1	1		10
Sexual Offense	3	2	6	7	3	1	36
Shoplifting	13	12	17	24	12	10	121
Shots Fired	1	1	1		2	1	22
Stationary 28				2		1	8
Stolen Property	1	3	6	4			27
Stolen Vehicle	4	5	4	3	4	6	56
Suspicious Activity	15	17	9	15	12	16	164
Suspicious Subject	7	9	13	16	11	6	153
Suspicious Vehicle	7	6	6	6	3	6	68
Tagged Vehicle	5	2	1			1	15
TEST PD	9	10	1	2	1	2	44
Theft	6	8	9	14	13	12	139
Threats	4	11	7	13	6	8	93
Traffic Control	11	62	44	55	42	49	455
Trespass	1	4	6	1	4	7	56
Truancy							1
Walk In PD	6	14	19	24	10	21	156

911 Unknown			1				2
Animal Cruelty			1		1	1	14
Arson			1				3
Child Abuse	1	2	2	2	4	2	27
Citizen Complaint	8	6	2	1	4		35
Man Down	2	3	3	3	2		22
Overdose							2
Suicidal Subject	2	3		5	1	2	24
AOA-Assit Other Agency		1					2
Deceased Person	1	2	2	1	1		9
Fictitious Plate Traffic	3	1	2	1		1	13
Liquor Offense	2	2		2	1	3	17
Validation SLPD							1
Counterfeit Bill							2
Medication Disposal						1	2
Mental Case	3		4	2		1	21
Public Assist FD							1
Child Neglect	1	1					3
False Reporting				1		1	3
Open Container							1
SL CADtoCAD							1
Stalking	1						1
Weapons/Explosives Offense-Other				1			1
Admin Investigation					1		1
Grand Total	2349	2446	2061	2347	1854	2221	25,965

Cases Taken by Officers

Cases Taken are actual police reports that document and detail all the facts, circumstances, and timeline of events surrounding an incident. This section, Cases Taken, is a live document that will update all existing months within the report as officers complete their investigations/reports.

REPORT TYPE	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
Disturbance	1	1	2		1		18
Abandoned Vehicle	8	10	6	3	8	5	75
Accident	6	23	24	19	21	21	237
Accident / Traffic Collision	2	4	1	1			33
Arrest on Warrant	22	15	11	16	9	7	169
Assault	3	2	1	5	7	1	32
Assist Other Department							2
Burglary		1				1	9
Child Molestation							3
Court Order Violation	2	1	4	2	2	1	24
Criminal Damage	5	4	5	2	2	2	58
Disorderly Conduct		2	5	2	2	4	28

Domestic Disturbance	5	7	4	5	4	7	64
Drug Offenses	2	6	6	4	2	4	74
DUI	8	8	8	8	3	8	88
Fraud		1		2			11
Information Report	10	8	9	5	7	2	72
Located Missing Person							2
Missing Person	2	1	1		1		11
Motor Veh Collision	1	1		3	6	3	40
Motor Veh Collision-Injury		1			1		6
Recovered/Stolen Vehicle	2						5
Sexual Offense							4
Shoplifting	11	10	15	23	12	6	107
Taking Identity of Another			1		1		9
Theft	1	6	9	7	6	4	86
Theft of Vehicle	2	2	2	1	2	2	32
Traffic Offense	2	1		2	1		25
Trespass		1	2			2	14
Criminal Traffic Offenses	11	6	6	12	10	7	99
Liquor Offenses	3	2		2	2	2	22
Littering			1				4
Overdose							1
Property-Lost							2
Arson			1	1			3
Assault-Aggravated	1	2					8
Burglary-Residence	1	1		1			18
Court Order Process							2
Criminal Nuisance					1		2
Custodial Interference							2
Minor in Possession of Tobacco					1		6
Ordinance Violation	1	1		2			9
Parking Violation		1	4	1		5	19
Animal Related		1					3
AOA	1	1	1		1	1	8
Bite Case				1			4
Burglary-Business			1		1		9
Child Abuse			1		2		10
Compliance Check							1
Cybertips	1		2				7
False Reporting			1	1		1	4
Found Person							1
Furnish Tobacco to Minor							1
Indecent Exposure		1					3
Miscoduct w/Weapons				1	1		6
Motor Veh Collision-Injury H/R				2	1		5
Motor Veh Collision-Non Injury	1	3	2	2		1	27

Motor Veh Collision-PP H/R		1				1	6
Suicide-Attempt							1
Threatening or intimidating				3			5
Traffic Citation			3	2	2	2	18
Traffic Incident		1	1				5
Burglary-Vehicle			4	2		2	10
Civil Matter							1
Counterfeit Bill							2
Dog at Large				2	1		9
DV-Assault		2		1	1	1	6
Endangerment							1
Motor Veh Collision-Private Prop							2
Property-Found	1		1	3		1	13
Sexual Assault		1	1	2	1		7
Sexual Exploitation Children							2
DV-Disorderly Conduct	3		2	1		1	10
Motor Veh Collision-No Inj-DUI					1		4
Extortion							1
Possess Burglary Tools							1
Felony Flight	1		1				2
Reckless Driving	2	1					3
Death-Unknown		2	1	1	1		5
DV-Criminal Damage		1					1
Motor Veh Collision-Injury-DUI							1
Juvenile-Incorrigible		1					1
Forgery				1			1
Found Drugs			1				1
Animal City Ordinance Viol- Dog						1	1
Graffiti						1	1
Harassment						1	1
Grand Total	122	145	151	154	125	108	1746

Officer Initiated Calls – Out of the Incident Reports (calls), the types below are calls initiated by the Officer, not by public request.

CALL TYPE	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Field Interview	125	125	210	131	93	73	89	67	1404
Traffic Stop	607	526	756	713	474	672	407	507	6802
Grand Total	732	651	966	844	567	745	496	574	8206

Tickets - Breakout Type

TYPE OF TICKET	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
Civil Traffic	111	207	231	133	200	91	92	1982
Criminal Citation	20	21	22	27	29	22	18	254

Parking	78	40	40	19	22	37	47	528
Written Warning	193	292	251	204	265	145	143	2290
Animal Control/Warning	2	4	1	4	12	5	3	65
Citation			2					6
City Code	6	8	6	3	10	1	3	55
Criminal Traffic	18	15	9	14	15	8	14	142
Repair Order	26	48	36	28	22	17	15	258
Grand Total	454	635	598	432	575	326	335	5580

Accidents

ACCIDENT TYPE	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL
Accident - Injuries				1					11
Hit and Run - Injuries	1			1	1	1			5
Hit and Run - No Injuries	5	7	2	4	2	5	4		53
Hit and Run - PP - No Injuries	1	2	1	2					14
Pedestrian - Injuries		1		2	1				6
Pedestrian - No Injuries							1		1
Private Property - No Injuries		1				1	1		3
Rear-end Collision			1						2
Vehicle - Fatality					1				1
Vehicle - Injuries	2	1		4	4	1	3		30
Vehicle - No Injuries	29	19	9	24	20	27	23	8	292
Grand Total	38	31	13	38	29	35	32	8	418

ACCIDENTS	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
Fatal Traffic Crashes	0	0	0	0	1	0	0	0	1
Alcohol-related Crashes	4	4	0	0	1	2	0	2	17
Speed-related Crashes	0	0	0	1	0	0	0	0	2
Grand Total	4	4	0	1	2	2	0	2	20

Top 10 Accident Intersections for 2025	# of Accidents (YTD)
N 10TH AVE @ E CESAR CHAVEZ BLVD	19
N MAIN ST @ E CESAR CHAVEZ BLVD	14
E URTUZUASTEGUI ST @ N MAIN ST	9
N 6TH AVE @ E CESAR CHAVEZ BLVD	8
N WILLIAM BROOKS AVE @ E B ST	8
E CESAR CHAVEZ BLVD @ N 8TH AVE	7
E COUNTY 22ND ST @ N MAIN ST	6
N 4TH AVE @ E CESAR CHAVEZ BLVD	5
N 4TH AVE @ E COUNTY 22ND ST	5
N MAIN ST @ N HIDALGO AVE	5

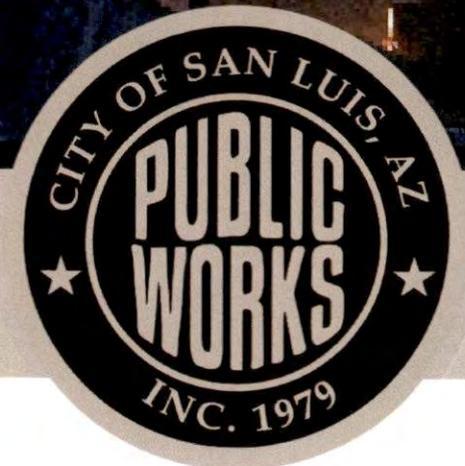
PUBLIC SAFETY ANSWER POINT (PSAP) CALL SUMMARY:

Call count of calls taken by our communication center.

TYPE	TOTAL
911 Calls	877
Admin Calls	2,369
Walk-Ins	67
PD Calls	2,225
FD Calls	400

PUBLIC WORKS DEPARTMENT

December 2025



MONTHLY REPORT

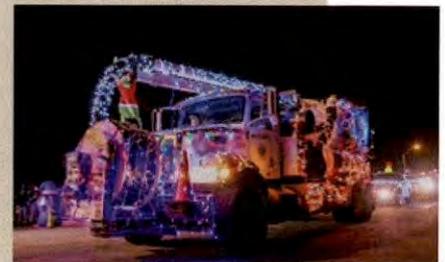
PUBLIC WORKS ADMIN

Water Division

- **Well Site 7 (formerly WS5) Operations Building Expansion - FY26 Project**
 - Architectural Design is complete.
 - Pre-Engineered Metal Building (PEMB) has been ordered from Bunger Steel. Building estimated delivery time is 20 weeks.
 - Bid process for construction to begin in January.
- **Well Site 5 (formerly WS6) Updates - Maintenance Work:**
 - Staff is working on replacement of the chlorination system to liquid chlorine. Work is being done in-house.
 - Staff is scheduled to replace three filter vessels within the following couple of months. Work requires system to be offline therefore must be coordinated. Currently awaiting to complete repairs at WS6 on groundwater well rehabilitation prior to putting this site offline.
- **ADWR Assured Water Supply Designation Update- FY26 Project:**
 - Contract has been awarded to CORE Engineering, estimated completion is June 2026.
- **Well Site 6 (formerly WS7) Booster Pumps and Electrical Updates- FY26 Project:**
 - Design contract for a conceptual design report (30% Design) has been awarded to Kimley-Horn. A draft CDR was submitted for review, staff provided comments and Kimley-Horn will finalize CDR in January.
- **Well Sites 3, 4 & 6 Storage Tanks Rehabilitation- FY26 Project:**
 - Kimley-Horn conducted structural, civil and coating inspections on all three sites. Kimley-Horn is working on the inspection reports to be submitted to the City of San Luis.



Public Works Department
participated in the
Christmas Light Parade



Wastewater Division

- **West Wastewater Treatment Plan Expansion - FY26/28 Project:**
 - Design and Pre-Construction Services- 100% completion.
 - PCL Construction submitted its early procurement GMP proposal as well as their 90% cost model. Staff and CEI (Consultant) reviewed submissions. Staff is working on a City Council agenda item to provide council with a project update.
 - City is working with WIFA to secure a Federal funding source (loan). This was presented and approved by the City Council on November 12th, 2025.
- **Sewer Manhole Repairs and Replacements- On-going Project:**
 - Working on contract with AIMS Companies to rehabilitate at minimum five manholes on San Luis Plaza Dr. Staff would like to coordinate this work in Jan-Feb.
- **Lift Station 3A Perimeter Fencing- FY26 Project:**
 - Felix Fencing LLC has completed the work.
- **High School Lift Station Backup Power Addition- FY26 Project:**
 - JOL Electric engineer has been hired to conduct site evaluation and product electrical design. Jol has just submitted a draft design for comments.

PUBLIC WORKS ADMIN

Highway Users Division

- **Urtuzuastegui and William Brooks, North side ADA ramps and Improvements:**
 - Concrete and asphalt work completed.
 - Traffic Signal is pending install.
- **Co. 22nd & 4th Ave Intersection Improvements:**
 - There are a few pending items (Concrete work, fencing, beautification). ETA for completion 1/30/25.
- **Co. 22nd & Sidewinder Rd. Traffic Signal Installation:**
 - Traffic signal has been turned on.
 - Staff is completing concrete work at the intersection.
- **B St. & Main St. Traffic Signal and Roadway Improvements:**
 - Council has approved purchase of materials and construction contract.
 - Majority of the materials have been ordered. Submittal are being reviewed.
 - Construction is to begin in March of 2026, once materials arrive.
- **4th Ave Beautification (West right of way, between Arena St. and Ocotillo St.)**
 - Perimeter wall painting has been completed.
 - ETA for completion is 1/30/26.
- **City Wide Right of Way Maintenance:**

Staff has completed the following locations:

 - West side of intersection at Co. 22nd and 10th Ave.
 - Oak Ave.
 - Ave. F (San Luis Ln. to Co. 24th)
 - Plaza II alley ways
 - Ave E large parking area.
 - San Luis Ln. (Ave. F to Co. 21st Ave.)
 - 21st Ave. (San Luis Ln. to Co. 24th Ave.)
 - 20th Ave (San Luis Ln. to Co. 24th Ave.)
- **City Wide Stripping:**
 - Completed roadway segments
 - Co. 22nd, from 4th Ave. to Main St.
 - 10th Ave, from Co. 22nd to Julian St.
 - Staff is currently working on school crosswalks.



WATER DIVISION

Promptly attended service calls regarding water main closures and openings due to repairs of broken lines or water leaks at the following locations:



- 792 Merrill Ave.
- 779 Rosa Ave.
- 227 Rio Sonora St.
- 315 Villa St.
- 455 Aquila St.
- 197 S Ave. E
- 320 Juarez St.
- 1181 California St.
- 1076 C St.
- 170 Las Praderas St.
- 279 Los Tres Hombres St.
- 731 Sharon Dr.

For water treatment, we maintained daily distribution samples and monitoring to ensure quality of our water.

To meet ADEQ requirements, water samples for free chlorine were collected to ensure compliance with regulations on 12/10/25 and 12/17/25.

MISCELLANEOUS PROJECTS

- Repaired 6 in. water main gate valve at Hidalgo Ave. and Aquila St. intersection.
- Performed water main connection test from Piceno Dr. to Merrill Ave.
- Transferred filters media from damaged bags to new bags located at WS 7.
- Continued fire hydrant flushing, inspection at Bienestar 2. Los Alamos and Las Quintas Subdivision.



Well Site #1:

- Demolished brick storage room and concrete sidewalks around it.

Well Site #3:

- Continued install of new sodium chlorination system.

Well Site #4:

- Built temporary ramada for chlorination system.
- Moved calcium chlorination system outside of room due to install of new sodium system.

Well Site #5:

- Continued install of new sodium chlorination system,
- Repaired water leak on surge tank/chlorination system.
- Troubleshooted PRV for chlorination system.
- Welded vessel 1 & 2 filtration system.

Well Site #6:

- Assisted ISCA- troubleshoot the sodium feed pump fault.
- Assisted Shuck Drilling Well 11 removal.
- Troubleshooted and temporarily repaired air relief valve for Well 11.
- Assisted Southwest scan video inspection of Well 11 screen/casing.

Well Site #7:

- Assisted Hansbenger A/C company thermostat reprogramming and exhaust fan switch replacement/warranty.
- Labeled control bray valves for filtration system.

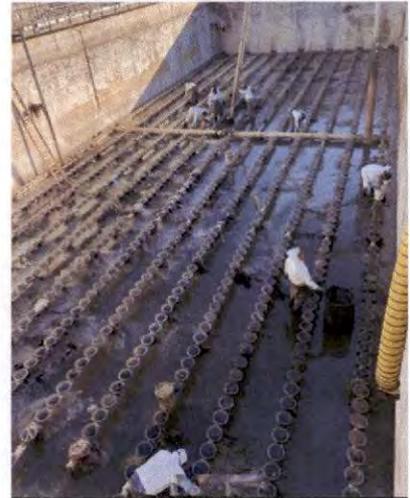
**Cut asphalt/concrete/
installed monuments**

**Our Water Division received a
total of 119 AZ Blue Stake Tickets**

WASTEWATER DIVISION

MISCELLANEOUS PROJECTS

- **West WWTP:**
 - Routine maintenance and readings.
 - New blower for digester 3 & 4
 - **East WWTP:**
 - Laboratory samples sent
 - New blower for digester 1
 - **Collection:**
 - New parts were installed for the Vapex system at the San Juan Lift Station
 - **Wastewater Collection:**
 - Ave F
 - San Luis Plaza Dr.
 - Hidalgo Ave.
 - Escondido Lift Station
 - Beach St.
- The Wastewater Division assisted with CCTV Inspections, cleaned laterals, and managed odor control.**
- 1170 E "C" St.
 - 4843 E Udall Ln.
 - 815 E Cesar Chavez Blvd.
 - 1334 E Monreal Ln.
- **CCTV Inspections:**
 - 883 N Main St.
 - 2405 E Bermudez St.



Our Wastewater Division received a total of **113** AZ Blue Stake Tickets.

To meet ADEQ requirements, water samples from both treatment plants were sent for testing.

Routine maintenance & inspections were conducted at our two treatment plants and 12 lift stations.



- Performed demolition and removed sand from the old drying beds in preparation for future building construction.
- An electrical problem was identified on submersible pump #3 and was successfully resolved.
- Attended an odor control system inspection at East WWTP on December 12, 2025.
- Conducted site visit at the East WWTP on December 12, 2025, to discuss the new odor control system installation and review inspection progress.

FACILITIES DIVISION

The Facilities Division is performing routine building repairs as needed.

Custodian staff washed carpets



- Fire and Police Department



- City Hall

Kitchen faucet replacement at Senior Center



Cleaned roof drains at Municipal Court



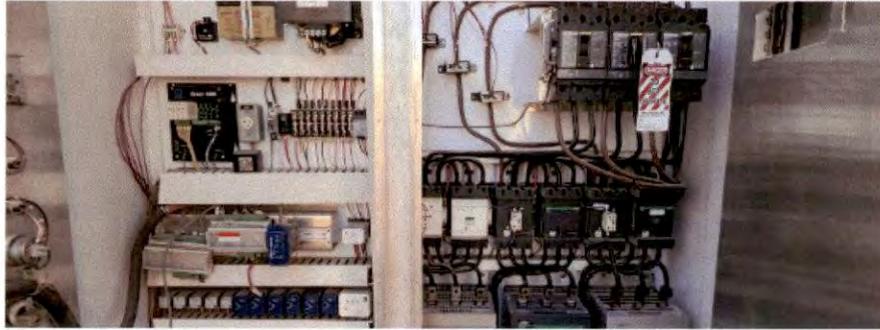
Christmas decorations setup at City Hall



BUILDING MAINTENANCE

- Pest control services on a monthly basis.
- Light bulbs and ballasts we replaced.
- Use of sweeper to clean city building parking lots.
- Daily cleaning and disinfecting offices.

ELECTRICAL DIVISION



WATER

Well Site #3

- Assisted ISCA Co. check wiring of the PLC Chlorine Project.

Well Site #4

- Started planning project for Chlorine Room.
- Started remodeling, running electrical pipes and removed chlorinator system outside of the building.

Well Site #5

- Continued remodel at the Chlorine Room Project, reroute electrical installation, pulled wire and ran electrical conduits.
- Assisted ISCA Co. to check wiring of the PLC.

Well Site #6

- Troubleshooted VFD from Chlorination Room.
- Assisted ISCA Co. to go over PLC faults.

WASTEWATER

West WWTP

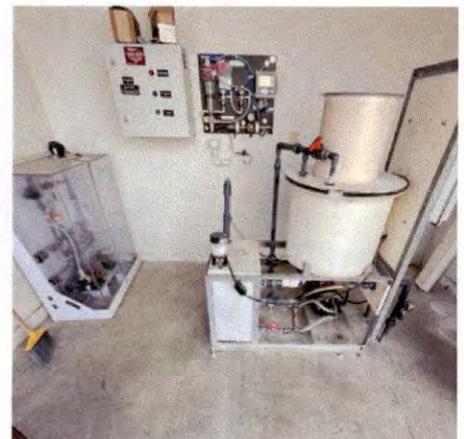
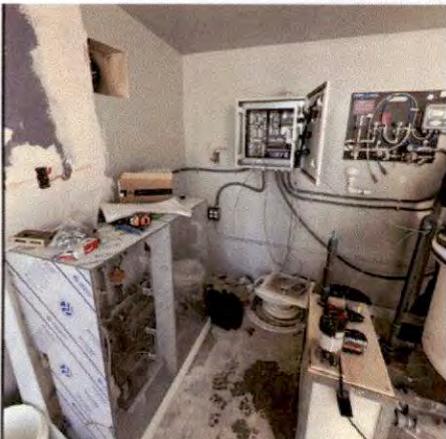
- *Electrical inventory.*
- *Troubleshooted aerating blower #6.*
- *Troubleshooted motor from aeration blower #5.*

Lift Station #300

- *Troubleshooted pump #2-failed to run.*
- *Troubleshooted electrical pannel, pump #2 system, removed and replaced 480v, 200 amp breaker.*

East WWTP

- *Assisted Desert Scavating Co. doing blue stake of existing electrical conduits.*
- *Assisted JCH representative Eric Loring to troubleshoot mixer 1A.*
- *Troubleshooted MCC system digester blower #1.*



HIGHWAY USERS

Maintenance/Repairs/Daily Tasks

- Removed excessive sand from various areas throughout city.
- Cleaned catch basins and storm drains. Cleaned streets after the rain.
- Covered potholes, trimmed trees, litter pick on ROW.
- Sidewalk R/R in various sites.
- Graffiti cleanup on various areas.

Street Maintenance:

- Covered potholes in various areas.
- City right-of-way maintenance.
- Removed excessive dirt/trash from street shoulders at:
 - Merrill Ave.
 - Cesar Chavez Blvd.
 - 4th, 9th, & 10th Ave
 - Urtuzuastegui St.
 - Plaza #1 an #2 Alleys
 - Daily Maintenance on Main St.
- Repainted roundabout on Main St. and D St.
- Layout on Co. 22nd St. striping.
- Repaired street sign on B St. and Main St.
- Prepped for concrete, sidewalk and curb on Co. 22nd and Sidewinder Rd.
- Cleaned up/ maintenance for City Light Parade on Urtuzuastegui St. and 8th Ave.
- Repaired speed limit sign on Merrill Ave.

Miscellaneous Projects:

- Maintenance to PW Yard.
- Removed excessive dirt/trash from street and shoulders.
- Cleaned sidewalks, removed excess weeds and trimmed trees.

Service Orders:

- Handled on a daily bases.
- Assisted animal control with dead animals

Sidewalk R/R



Asphalt



Wheat bales

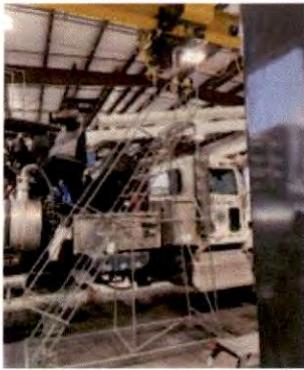


FLEET SERVICES

Fleet Services attended a total of **28** service calls.

91 vehicles were serviced for the month of September.

5 vehicles are waiting on parts.



SOLID WASTE



Service orders are handled on a daily bases.

Our SW Crew collected a total of **1153.22** tons of residential and commercial solid waste for month of September.

All Solid Waste trucks are serviced and washed on Wednesdays.



Solid Waste Routes

- Monday and Thursday
- Tuesday and Friday

Delivered notifications of SW regulations to all residences.

Sweeper Route - December 2025

Week of
12/15-12/19

Ave. F to 20th Ave. (south of San Francisco St.)							
Emmanuel Ave.	Christian Ave.	19th Ave.	20th Ave.	San Francisco St.	Los Olivos Dr.	San Pedro St.	
Monreal Ln.	Udall Ln.						

Garcia Ln. to 10th Ave. (South of Cesar Chavez Blvd.)							
Garcia Ln.	Babbitt Ln.	'C' St.	Bienestar Ln.	'D' St.	Kennedy Ln.	9th Ave.	
Fuentes Dr.	Ruby Ln.	Deena Dr.	Carrie Dr	10th Ave.			

6th Ave. - 8th Ave. (South of 'B' St.)							
Washington Ln.	San Luis Ln.	Udall Ln.	Monreal Ln.	San Pedro St.	Los Olivos Dr.	San Francisco St.	
San Pablo St.	6th Pl.	7th Ave.	San Juan Ln.	Ppep Dr.	8th Ave.		

Garcia Ln. - 10th Ave. (North of U St.)							
Garcia Ln.	Monreal Ln.	Udall Ln.	Monreal Ln.	San Pedro St.	Los Olivos Dr.	San Francisco St.	
Sanchez Dr.	Fuentes Dr.	8th Ave.	San Juan Ln.	Ppep Dr.	9th Ave.		

Santa Cecilia #3 & #4 (20th Ave - 21st Ave)							
Monreal Ln.	San Pedro Ln.	Los Olivos Dr.	San Francisco St.	Aracely St.	Ortega St.	Hoyos St.	
Nadine St.	Jett St.	Agave Ave.	Saguaro St.	20th Ave.	21st Ave.		

Week of
12/22-12/26

Ave F. (West of Ave. F)							
R. Dodge Ave.	Dancil St.	Gutierrez Ave.	Hernandez St.	J. Harper Crt.	Escamilla Crt.	F. Sandoval Crt.	
B. Holcom Pl.	Los Olivos Dr.	Harris Ave.	Emalie St.	Rolish St.	Blanca St.	C. Torres Crt	

Plaza I, II, Rio Seco & Escondido							
Beach St.	Escondido St.	Arden Ave.	Bentu Ave.	Cadena Ave.	Dimas Ave.	Piceno Dr.	
Guiu Dr.	Lakin Dr.	Manzanita Dr.	Estrella Dr.	Dominguez Dr.	Sierra Vista Dr.	La Madera Dr.	
Santa Fe Dr.	Rio Seco St.	Arena St.	Sol Ave.	Las Brisas Blvd.	Marea St.	Rio Seco St.	
Ocotillo St.	Coyote Ave.						

6th Ave. to Ppep Dr.							
Kennedy Ln.	'D' St.	Bienestar Ln.	'C' St.	Babbitt Ln.	'B' St.	6th Dr.	
7th Ave.	Ppep Dr.	6th Ave.					

Ave F. (West of Ave. F)							
I. Solorio Crt.	R. Grijalva Crt.	A. Aguirre Crt.	E. Lopez Crt.	J. Napolitano Blvd.	F. Padilla Ave.	Udall Ln.	
Monreal Ln.	San Pedro St.						

Los Mezquites							
San Luis Ln.	Udall Ln.	Monreal Ln.	San Pedro St.	Los Olivos Dr.	San Francisco St.	Ortega St.	
22nd Dr.	23rd Ave.	23rd TRL	24th Ave.				

Week of
12/01-12/05

Sidewinder Rd. to 10th Ave. (South of Co. 22nd St.)

Quintero Ave.	Torres St.	Ajaimé St.	Sauceda St.	T.Luna St.	De La Vara Ave.	9th Ave.
Silva St.	Nydia Ave.	Krystal St.	Nickey St.	Torres St.	Rangel Ave.	Cristina St.
Georgina St.	Leandro Ave.	Dolores Ave.	Rangel Ave.	Montes Ave.	Zamora Ave.	Mendez St.
Beas St.	McGrady Ave.	Sandez Ave.	Cabello Ave.	Villareal Ave.	Stephens St.	Black St.
Ruiz Ave.	Lopez St.					

Rancho Los Oros & Los Portales

Ramona St.	Patricia St.	Genevive St.	Virginia St.	Nancy St.	Los Valles St.	Los Cerros St.
Las Praderas St.	El Chamizal St.	Los Montes St.	Los Portales Ave.	Los Corrales Ave.	San Felipe St.	Rio Sonora St.
Independence St.	Adobe St.	Aquila St.	Villa St.	Zapata St.	L.T. Hombres St.	Merrill Ave.

4th Ave. to 6th Ave.

Kennedy Ln.	'D' St.	Bienestar Ln.	'C' St.	Babbitt Ln.	'B' St.	6th Ave.
4th Ave.	4th Dr.					

Mesa St. to 4th Ave.

Mesa St.	Archibald St.	W. Brooks Ave.	2nd Ave.	4th Ave.	4th Pl.	Washington Ln.
San Luis Ln.	Urtuzastegui St.	'B' St.	'C' St.	'E' St.	'F' St.	

Bienestar #11 & #12 - Belleza Del Desierto #1 & #2

Emmanuel Ave.	E.Salazar Pl.	San Gerardo Ln.	Santa Sophia St.	Santa Anna Pl.	Santa Rosalina Ln.	San Antonio St.
San Diego St.	San Gabriel St.	Santa Palmira St.	Plumeria Ave.	San Marcos St.	Agave Ave.	Saguaro Ave.

Week of
12/08-12/12

4th Ave. to 8th Ave. (North of CC Blvd.)

4th Ave.	4th Dr.	Ed Pastor Ave.	McCain Ave.	Deconcini Ave.	Sinoff Ave.	5th Ave.
5th Dr.	California St.	Liberty St.	America St.	Guerrero Ave.	6th Ave.	Union St.

Los Portales / Los Jardines

Juarez St.	Merrill Ave.	Cuauhtémoc St.	F St.	E St.	D St.	Clavel Dr.
Mirasol Ave.	Gladiola Dr.	Rosa Ave.	Los Jardines Ave.	Teresitas Ave.	Orquidea Ave.	West Canal Dr.
C St.						

Los Alamos

Los Alamos St.	Aguirre St.	Galindo St.	Uribe St.	Bermudez St.	Peralta St.	Edais St.
Marquez Ave.	David Riedel Blvd.	Spencer Ave.	Barrios Ave.	Heredia Ave.	Hurtado Ave.	Vega Ave.
Garcia Blvd.	Gonzalez Ave.					

Santa Cecilia #1 & #2 and Bienestar #10

Aracely St.	Ortega St.	Hoyos St.	Nadine St.	Jeft St.	Jaxon St.	Co. 24th St.
19th Ave.	Jenkins Ave.	Ave. F	Emanuel Ave.	Aramely Ave.	Santa Palmira St.	San Marcos St.
San Diego St.	San Gabriel St.	San Fernando St.	Christian Ave.			

Los Olivos Dr. 8th Ave. - 10th Ave

San Pedro St.	Los Olivos Dr.	San Frascico St.	Julian St.	E. Rolish St.	Garcia Ln.	Gonzalez Dr.
Bernal Dr.	9th Ave.	Terrazas Dr.	Montana Dr.	Figueroa Dr.		

Week of
12/15-12/19

Ave. F to 20th Ave. (south of San Francisco St.)

Emmanuel Ave.	Christian Ave.	19th Ave.	20th Ave.	San Francisco St.	Los Olivos Dr.	San Pedro St.
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Monreal Ln.	Udall Ln.
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Garcia Ln. to 10th Ave. (South of Cesar Chavez Blvd.)						
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Garcia Ln.	Babbitt Ln.	'C' St.	Bienestar Ln.	'D' St.	Kennedy Ln.	9th Ave.
Fuentes Dr.	Ruby Ln.	Deena Dr.	Carrie Dr.	10th Ave.		

6th Ave. - 8th Ave. (South of 'B' St.)						
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Washington Ln.	San Luis Ln.	Udall Ln.	Monreal Ln.	San Pedro St.	Los Olivos Dr.	San Francisco St.
San Pablo St.	6th Pl.	7th Ave.	San Juan Ln.	Ppep Dr.	8th Ave.	

Garcia Ln. - 10th Ave. (North of U St.)						
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Garcia Ln.	Monreal Ln.	Udall Ln.	Monreal Ln.	San Pedro St.	Los Olivos Dr.	San Francisco St.
Sanchez Dr.	Fuentes Dr.	8th Ave.	San Juan Ln.	Ppep Dr.	9th Ave.	

Santa Cecilia #3 & #4 (20th Ave - 21st Ave)						
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Monreal Ln.	San Pedro Ln.	Los Olivos Dr.	San Francisco St.	Aracely St.	Ortega St.	Hoyos St.
Nadine St.	Jett St.	Agave Ave.	Saguaro St.	20th Ave.	21st Ave.	



CITY OF SAN LUIS, AZ
**HUMAN RESOURCES
DEPARTMENT**
YOUR FUTURE BEGINS HERE.

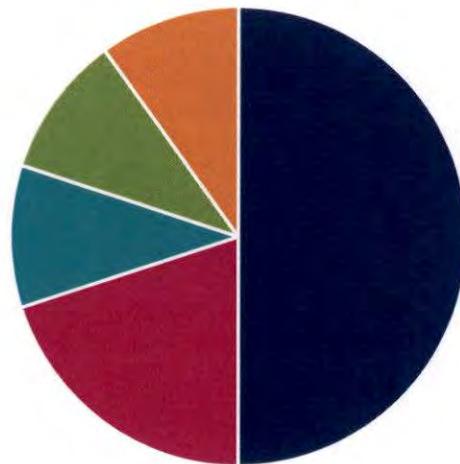
RISK MANAGEMENT OPERATIONS REPORT

DECEMBER 2025

CITY OF SAN LUIS | 800 E Cesar Chávez Blvd. San Luis, AZ 85349 | www.sanluisaz.gov

TOTAL CLAIMS REPORTED – DECEMBER 2025	
Injuries	5
Exposures	2
Auto Damages	1
Windshield Damages	1
Property Damages	1
Notice of Claims	1
Cyber Security Claims	0
TOTAL	11

Claims - Dec 2025



■ Injuries ■ Exposures ■ Auto Damages ■ Windshield Damages ■ Notices of Claim

SAFETY INSPECTION/WALKTHROUGHS	
Date	Location
December 9	Auction Safety Inspection Follow-up. Recreation
December 9	Auction Safety Inspection follow-up. Youth Center
December 10	Auction Safety Inspection follow-up. Senior Center
December 16	Auction Safety Inspection follow-up. Cultural Center

SAFETY TALKS		
IN-PERSON		
Date	Department	Topic
December 18	Parks Grounds	Personal Protective Equipment
December 18	Facilities	Personal Protective Equipment
December 17	Wastewater	Personal Protective Equipment
December 23	Fleet	Personal Protective Equipment
December 23	Hwy Users	Personal Protective Equipment
December 23	Water	Personal Protective Equipment
December 16	Solid Waste	Personal Protective Equipment
ONLINE		
Dec 2025	All City Personnel	Personal Protective Equipment

INJURY AND ACCIDENT INVESTIGATIONS	
Date	Department
December 1	Fire Department – Airborne Exposure
December 1	Fire Department – Airborne Exposure
December 4	Water Department - Puncture
December 8	Waste Water Department - Laceration
December 8	Fire Department – Sprain/Strain
December 9	Fire Department – Sprain/Strain
December 17	Fire Department – Sprain/Strain

PROPERTY DAMAGE INVESTIGATIONS	
Date	Department
December 21	Fire Department – Damage to the Bay Garage Door

TRAINING			
IN-PERSON			
Date	Department	Topic	Total # of EEs
December 3	Various Depts.	New Hire Orientation	2
December 31	Various Depts.	New Hire Orientation	2
ONLINE			
December	All Employees	First Aid	
December	All Employees	Defensive Driving	

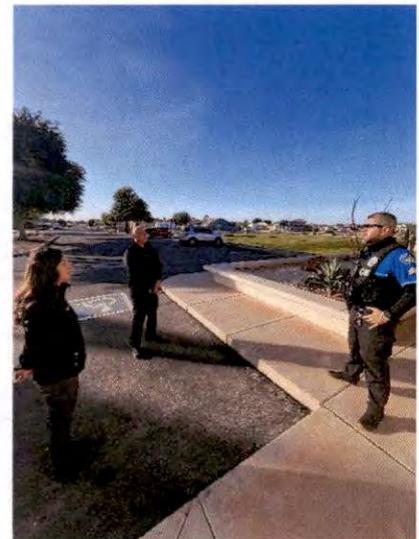
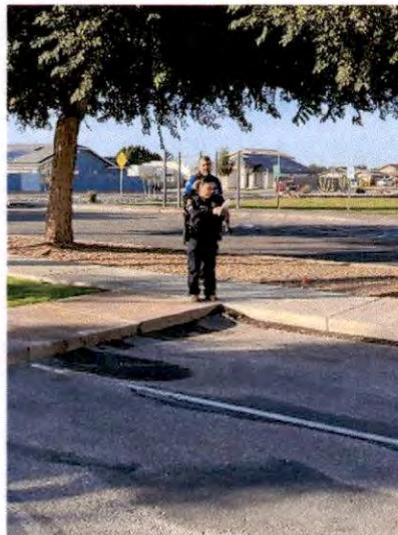
MAJOR PROJECTS	
Date	Department
December 8	<p>Warehouse Loading Safety Assessment</p> <p>Risk Management conducted a warehouse loading safety assessment at the ACT storage area which lacks ventilation, fire suppression, and electrical systems. The assessment was critical to identify hazards, evaluate operational risks, and recommend controls necessary to protect personnel, reduce liability, and ensure safe loading activities.</p>
December 8	<p>Soccer League Safety Assessment</p> <p>Risk Management conducted an assessment to evaluate the potential impacts of the city assuming ownership and management of a Soccer League, which is currently operated by a third-party organization. The review examined liability and legal exposure, safety responsibilities that would be transferred to the City, existing staffing limitations, and the financial and operational implications. Findings and recommendations were evaluated and provided to Administration for review and further direction based on the results of the assessment.</p>
December 11	<p>Flagger/Temporary Traffic Control Certification Evaluation</p> <p>Risk conducted an evaluation for All departments conducting flagger duties. This certification is important because it ensures municipal employees are properly trained to manage traffic safely, reduce the risk of accidents and injuries, protect workers and the public, and maintain compliance with safety standards and legal requirements during roadway and work zone operations.</p>
December 18	<p>Police Department Fire Drill.</p> <p>On December 18, 2025, the Police Department conducted an unannounced fire drill with the involvement of the Assistant Fire Chief, the Facilities Supervisor, Risk Management, and designated Police Department Coordinators. The drill was carried out successfully and included a full building evacuation, personnel accountability and welfare checks, and a post-drill debriefing. The department completed the evacuation within a reasonable time. The department will continue</p>

	focused training and procedural enhancements to achieve the established evacuation benchmark.
December 18	<p>Annual Respirator Mask Fit Test – Parks Grounds.</p> <p>On December 18, 2025, the Parks Grounds Department conducted its annual respirator mask fit testing. Two employees were scheduled for the required annual retest, and both successfully completed and passed the fit test. No discomfort, concerns, or issues were reported or observed during the testing process.</p>
December 19	<p>Senior Center – Christmas Party.</p> <p>On December 19, 2025, a safety walkthrough of the Senior Center's Christmas party was conducted at the Supervisor's request, with no safety issues identified and full compliance with prior recommendations, fire safety requirements, and occupancy limits.</p>
December 18	<p>Communication Division - Potential Office Space Building Remodel Walkthrough and Evaluation</p> <p>The Risk Division conducted a safety walkthrough and evaluation in coordination with the Communications Division, Fire Inspector, Building Safety, Facilities Division, and Information Technology to assess a potential office space for the Communications Division. The building will undergo a possible remodel to ensure compliance with applicable safety and building requirements.</p>
December 18	<p>Arnold Cordova Building – Remodel Building Walkthrough and Evaluation</p> <p>The Risk Division conducted a pre-construction safety walkthrough and evaluation in coordination with Public Works, Facilities, the Fire Inspector, Building Safety, the Facilities Division, and Information Technology to review the building ahead of planned remodeling. The assessment identified requirements necessary to proceed with construction and ensure compliance with all applicable building and safety standards.</p>

NEW HIRE ORIENTATION



POLICE DEPARTMENT FIRE DRILL



RECREATION STAFF MASK FIT TEST



DEPARTMENT MONTHLY SAFETY TALK



NOVEMBER SAFETY TALK – PERSONAL PROTECTIVE EQUIPMENT

PERSONAL PROTECTIVE EQUIPMENT

SAFETY EARMUFFS

Helps to prevent hearing loss



SAFETY HELMET

Protects your head from falling objects



SAFETY GOGGLES

Protects eyes from flying particles



SAFETY FACEMASK

Used to stop you from breathing harmful chemicals and gases.



BODY PROTECTION



Used to protect you from coming in contact with hazardous substances.

SAFETY GLOVES



Protect hands from injuries, chemicals, and hazards while improving grip and safety.

SAFETY BOOTS

Protects your feet from falling or rolling objects.



**Wear it right,
work safe!**





San Luis Municipal Court

December 2025 Monthly Update

Events:

- SLMC staff had their holiday dinner
- Judge Figueroa and Chief Court Clerk attended the Governor’s Office of Highway Safety Conference
- Chief Court Clerk presented at the Governor’s Office of Highway Safety Conference



Court Security Count:

- 1,381 patrons visited the courthouse
- 3 law enforcement checked in
- 17 events where contraband was located

2025 Court Security Count			
	Public	Law Enforcement	Contraband
Yuma Justice Center	130478	3116	1567
JP-2	7100	225	72
JP-3	2577	150	51
Juvenile Court	19716	233	64
SLMC	17326	284	170
	177197	4008	1924
TOTAL SCREENED	181205		

Meetings:

- Attended City Leadership Meetings
- Court Administrator attended monthly state Limited Jurisdiction Court Administrator meeting
- Judge Figueroa attended the quarterly Supreme Court Advisory Committee on Evidence meeting



San Luis Municipal Court

Revenue:

Summary Allocation by Agency Report

SAN LUIS MUNICIPAL

Criteria :

From Date : 12/2/2025

To Date : 1/1/2026

Agency Code	Agency Name	GL Account Num	GL Account Name	Receipt Amount	Dishonored Amount	Adjusted Amount	Bond Forfeiture Amount	Net Amount	EXT. GL Account Num
Agency Name : Agency Not Assigned									
			Sub Total:	\$13266.43		(\$6280.05)	\$1.19	\$6987.57	
Agency Name : CITY OF SAN LUIS ACCOUNTS PAYABLE									
			Sub Total:	\$111.68		\$952.75	\$0.30	\$1064.73	
Agency Name : CITY OF SAN LUIS FINANCE DEPT									
			Sub Total:	\$12869.04		\$2845.56	\$75.80	\$15790.40	
Agency Name : SPECIAL REVENUE COURT FUND									
			Sub Total:	\$8630.11		\$781.04	\$150.00	\$9561.15	
Agency Name : STATE OF ARIZONA TREASURER									
			Sub Total:	\$20675.92		\$1700.70	\$72.71	\$22449.33	
			Grand Total:	\$55553.18		\$0.00	\$300.00	\$55853.18	

Updates:

- SLMC staff received training on DPS procedures
- SLMC staff received training on post-adjudication case processing