



CITY OF  
**SAN LUIS**  
A R I Z O N A  
WWW.SANLUISAZ.GOV

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, Operations Manager

**FROM:** Melissa Lopez, Deputy City Clerk *mlopez*

**DATE:** July 18, 2024

**SUBJECT:** Monthly Reports for June 2024

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Attached are the monthly reports submitted for the month of June 2024. Should there be any questions, please feel free to contact the pertinent department.

Thank you.

**MONTHLY REPORTS  
DEPARTMENT ROSTER**

**MONTH OF:** June 2024

<b>DEPARTMENT</b>	<b>TURNED IN</b>		<b>MISSING</b>
Administration-Communications Division	X		
Billing & Collections	X		
Development Services	X		
Economic Development	X		
Facilities	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

# SOCIAL MEDIA METRICS

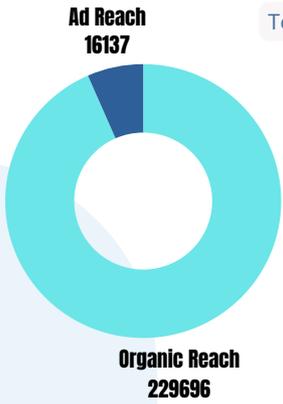


**@SANLUISAZGOV**  
JANUARY 2024 - JUNE 2024

## facebook

Audience - total followers 18,645

32.4% of views are coming from San Luis, AZ residents



Top Content Formats (measured by reach)

Photos	121,548
Videos	115,956
Multi photo	70,410
Text	33,785
Links	23,332
Others	19,438
Stories	9,836
Reels	9,043
MultiMedia	276

Total Published Content Breakdown

159 Photos - 16 Videos - 11 text post - 8 links - 7 stories - 6 reels

## Instagram

Audience - total followers 3,601

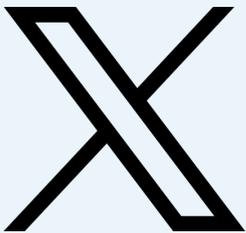
37.5% of views are coming from San Luis, AZ residents



Top Posts by Interactions

Total Published Content Breakdown

182 Feed Post - 277 Stories



Total Reach 16,101  
Total Post 84  
Total Followers 1,004

## LinkedIn

Impressions 41,396  
New Followers 22  
Total Followers 609  
Page visits 151



Most reached



Highest Impressions - 606

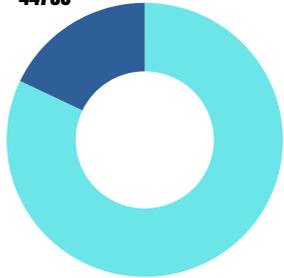
# @SANLUIAZPARKS

JANUARY 2024 - JUNE 2024



Audience - total followers 12,792  
40.7% of views are coming from San Luis, AZ residents

Ad Reach  
44750



Organic Reach  
204881

Top Content Formats (measured by reach)

Photos	63,990
Videos	56,272
Multi photo	138,137
Text	32,371
Links	17,473
Others	13,811
Stories	8,616
Reels	29,813
MultiMedia	54

Total Published Content Breakdown

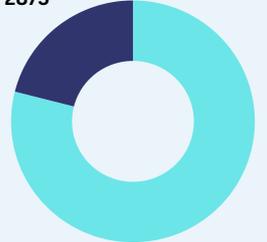
84 Photos - 13 Videos - 11 text post - 2 links - 4 stories - 11 reels



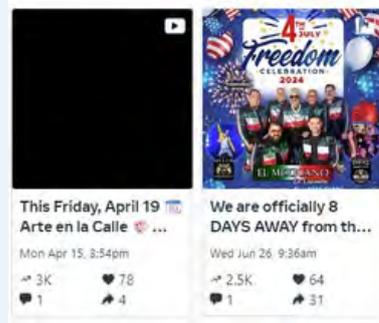
Audience - total followers 754  
50% of views are coming from San Luis, AZ residents

85 Feed Post - 243 Stories

Ad Reach  
2875



Organic Reach  
10790



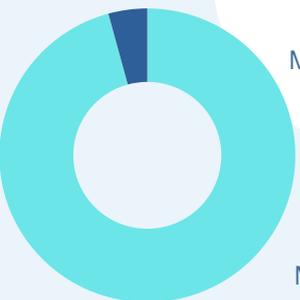
Top Posts by Interactions

# @SLPDAZ

JANUARY 2024 - JUNE 2024

Audience - total followers 25,371  
26.4% of views are coming from San Luis, AZ residents

Ad Reach  
12325



Organic Reach  
278318

Top Content Formats (measured by reach)

Photos	138,224
Videos	107,217
Multi photo	168,985
Text	25,135
Links	25,676
Others	19,643
Stories	12,981
Reels	7,760
MultiMedia	53
Live	4

Total Published Content Breakdown

71 Photos - 9 Videos - 10 text post - 10 links - 0 stories - 5 reels

Audience - total followers 1,555

18.1% of views are coming from San Luis, AZ residents

27 Feed Post - 19 Stories



Top Posts by Interactions

Organic Reach  
4764

# @SLFDAZ

JANUARY 2024 - JUNE 2024

Audience - total followers 2,989

41.2% of views are coming from San Luis, AZ residents

Organic Reach  
11477

Top Content Formats (measured by reach)

Photos	6,317
Videos	757
Multi photo	2,917
Text	62
Links	1,100
Others	4,635

Total Published Content Breakdown

34 Photos - 1 Video - 0 Stories

Audience - total followers 821

32.6% of views are coming from San Luis, AZ residents

38 Feed Post - 13 Stories



Top Posts by Interactions

Organic Reach  
4626

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



***Operations Monthly Report***  
***June 2024***

# Billing and Collections Monthly Report

## Bills

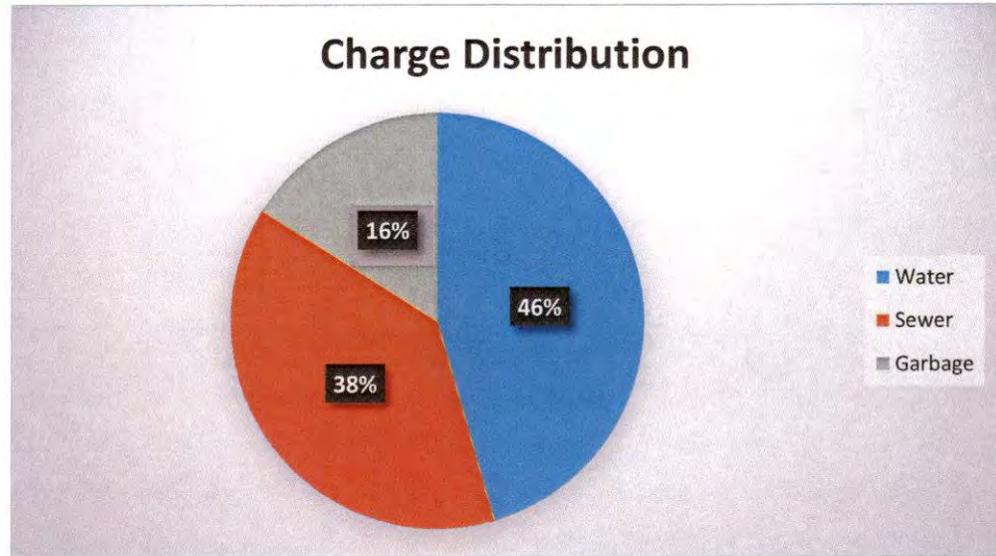
Date Bills Mailed 7/1/2024  
 Number of Accounts Billed 9,044  
 Current Charges \$ 1,223,668.67

### Charge Distribution

Water \$ 556,852.82  
 Sewer \$ 470,034.07  
 Garbage \$ 196,781.78

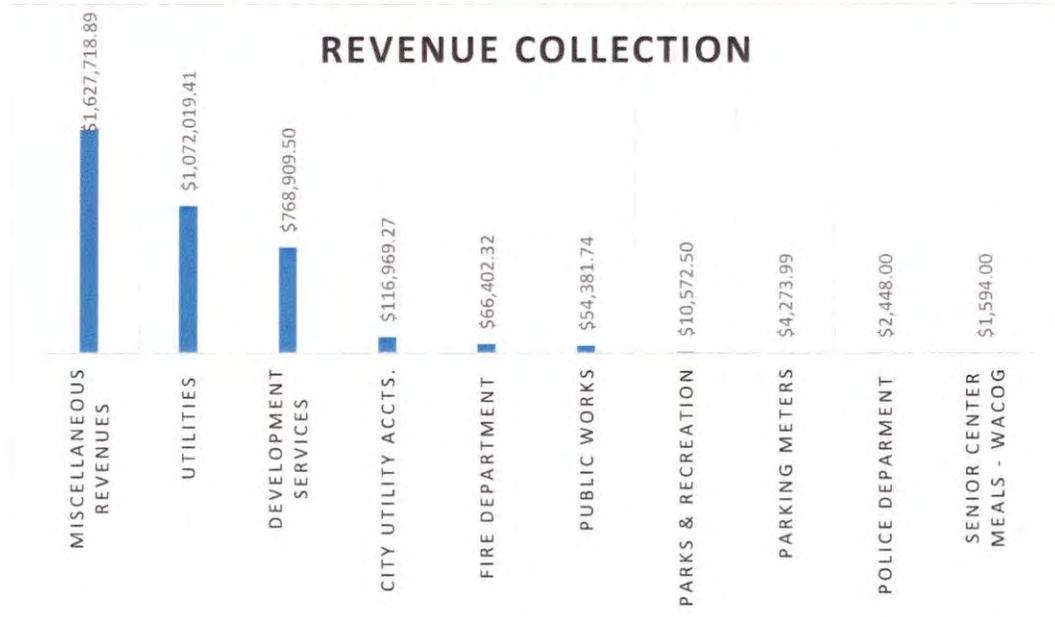
### Account Distribution

Residential 8565  
 Commercial 283  
 City 146  
 School 30  
 Government 20



## Revenue Collected

Miscellaneous Revenues \$1,627,718.89  
 Utilities \$1,072,019.41  
 Development Services \$768,909.50  
 City Utility Accts. \$116,969.27  
 Fire Department \$66,402.32  
 Public Works \$54,381.74  
 Parks & Recreation \$10,572.50  
 Parking Meters \$4,273.99  
 Police Department \$2,448.00  
 Senior Center Meals - WACOG \$1,594.00  
**Total \$3,725,289.62**



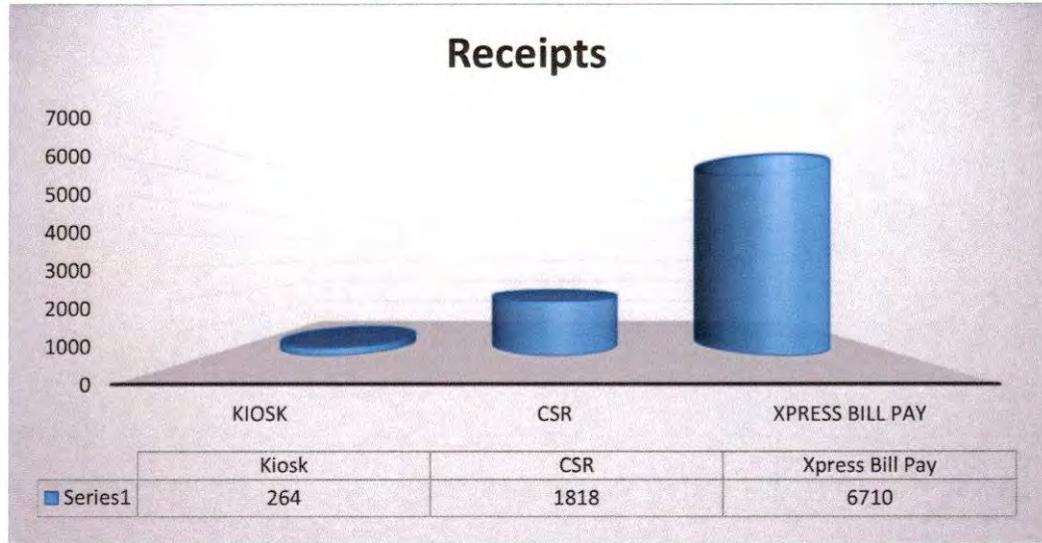
# Billing and Collections Monthly Report

## Total Receipts

Customer Service Reps	
Cash	806
Checks	166
Debit/Credit	846
Total	1818

XpressBillPay	
E-Check	2367
Credit/Debit	4343
Total	6710

Kiosk	
Cash	93
Credit/Debit	171
Total	264



## Meter Reader Technicians

Move-In Accounts	73
Garbage Related	120
Move-Out Accounts	25
Water Related	251

Delinquent Notices	745
Past Due Balance Reminders	294
Payment Arrangements	68
Disconnections	57

### Utility Assistance Program

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

### Water Conversion

Accounts Converted	687
Non-converted Accounts	173

## Collections

Accounts sent to collections	8
Balance transferred to VCS	\$ 1,031.86
Total Accounts on Collections	258
Total Amount	\$ 31,512.77

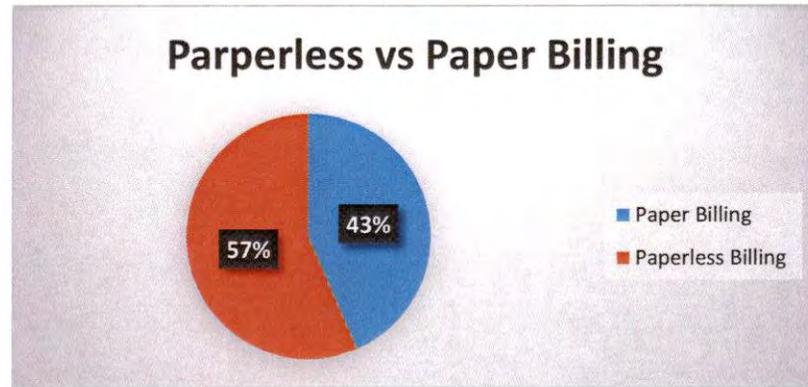
Accounts paid	3
Amount paid	\$ 276.97
Total Accounts paid	60
Amount Collected	\$ 6,559.00

# Billing and Collections Monthly Report

## Paperless Billing

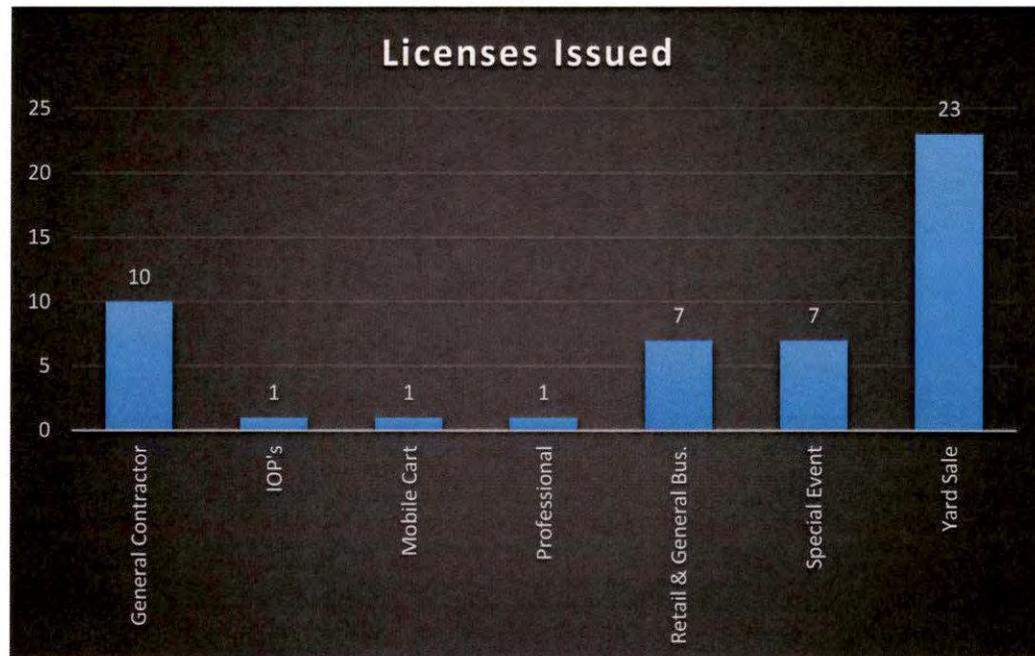
Paper Billing 3932  
 Paperless Billing 5112

Accounts on Autopay 1989



## BUSINESS LICENSE

Licenses Issued/Renewed	
General Contractor	10
IOP's	1
Mobile Cart	1
Professional	1
Retail & General Bus.	7
Special Event	7
Yard Sale	23
<b>Total</b>	<b>50</b>



# CITY OF SAN LUIS



## DEVELOPMENT SERVICES DEPARTMENT

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

## OPERATIONS MONTHLY REPORT

**JUNE 2024**

**Planning and Zoning Activity**

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
<b>P &amp; Z Activities</b>													
Zoning Applications - Residential							2		1				3
-Commercial/Industrial											1	2	3
CUP Applications - Residential	1												1
-Commercial/Industrial							2						2
Variance Applications - Residential				2									2
-Commercial/Industrial	1							1	1				3
Minor Variance Application - Residential											1		1
-Commercial/Industrial													0
General Plan -Minor Amendment													0
-Major Amendment													0
Subdivision Application -Preliminary Plat				1		1	1			2	1		6
-Final Plat Application				1			1			2	2	1	7
Lot Split / Lot Tie				1		1	1			1			4
Text Amendments													0
Continuation of Public Hearings													0
<b>Total</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>2</b>	<b>7</b>	<b>1</b>	<b>2</b>	<b>5</b>	<b>5</b>		<b>29</b>
<b>P&amp;Z Fees</b>													
Zoning Applications - Residential							\$ 730.00		\$ 300.00				\$ 1,030.00
-Commercial/Industrial											\$ 580.00	\$ 4,320.00	\$ 4,900.00
CUP Applications - Residential	\$ 150.00												\$ 150.00
-Commercial/Industrial							\$ 800.00						\$ 800.00
Variance Applications - Residential				\$ 200.00									\$ 200.00
-Commercial/Industrial	\$ 300.00							\$ 300.00	\$ 300.00		\$ 300.00		\$ 1,200.00
Minor Variance Application -Residential													\$ -
-Commercial/Industrial													\$ -
General Plan -Minor Amendment													\$ -
-Major Amendment													\$ -
Subdivision Application -Preliminary Plat				\$ 820.00		\$ 1,410.00	\$ 830.00			\$ 4,630.00	\$ 1,340.00		\$ 9,030.00
-Final Plat Application				\$ 620.00			\$ 630.00			\$ 4,230.00	\$ 2,310.00	\$ 2,040.00	\$ 9,830.00
Lot Split / Lot Tie				\$ 100.00		\$ 100.00	\$ 100.00			\$ 100.00			\$ 400.00
Text Amendments													\$ -
Continuation of Public Hearings													\$ -
<b>Total Fees Paid (130-48000)</b>	<b>\$ 450.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,740.00</b>	<b>\$ -</b>	<b>\$ 1,510.00</b>	<b>\$ 3,090.00</b>	<b>\$ 300.00</b>	<b>\$ 600.00</b>	<b>\$ 8,960.00</b>	<b>\$ 4,530.00</b>	<b>\$ 6,360.00</b>	<b>\$ 27,540.00</b>

**Building Safety Activity**

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
<b>Permits Issued</b>													
Residential - new	41	27	34	22	23	39	30	40	40	43	53	0	392
Multi-Family New	0	0	1	0	0	0	0	0	0	0	0	0	1
Residential - remodel	2	11	4	7	4	6	5	3	2	10	14	0	68
Residential - renovation	0	1	0	0	0	1	0	0	0	0	0	0	2
Residential - demolition	0	0	0	0	0	0	0	1	0	0	0	0	1
MH - Ground Set	0	0	0	0	0	0	0	0	0	0	0	0	0
MH - Pit Set (includes installation fee)	0	0	0	0	0	0	0	0	0	0	0	0	0
RV - Ground Set	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Subtotal - Residential</b>	<b>43</b>	<b>39</b>	<b>39</b>	<b>29</b>	<b>27</b>	<b>46</b>	<b>35</b>	<b>44</b>	<b>42</b>	<b>53</b>	<b>67</b>	<b>0</b>	<b>464</b>
<b>Estimated Value of Permits</b>	<b>\$ 6,293,202.00</b>	<b>\$ 3,739,031.04</b>	<b>\$ 5,809,850.00</b>	<b>\$ 3,221,183.00</b>	<b>\$ 3,380,739.50</b>	<b>\$ 6,058,137.00</b>	<b>\$ 4,634,211.00</b>	<b>\$ 5,158,980.00</b>	<b>\$ 6,052,094.00</b>	<b>\$ 5,941,359.00</b>	<b>\$ 7,631,172.00</b>	<b>\$ -</b>	<b>\$ 57,919,958.54</b>
Commercial - new	0	0	1	1	0	0	1	0	2	0	3	0	8
Commercial - remodel	1	2	3	1	2	0	0	1	2	1	0	0	13
Commercial - demolition	0	0	0	0	0	0	0	1	0	0	0	0	1
MH Commercial - Ground Set	0	0	0	0	0	0	0	0	0	0	0	0	0
MH commercial - Pit Set (includes installation fee)	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Subtotal - Commercial</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>22</b>
<b>Estimated Value of Permits</b>	<b>\$ 600,000.00</b>	<b>\$ 5,027.82</b>	<b>\$ 1,107,300.00</b>	<b>\$ 758,500.00</b>	<b>\$ 7,200.00</b>	<b>\$ -</b>	<b>\$ 20,000.00</b>	<b>\$ 800,000.00</b>	<b>\$ 856,606.11</b>	<b>\$ 2,500,000.00</b>	<b>\$ 4,242,466.20</b>	<b>\$ -</b>	<b>\$ 10,897,100.13</b>
City Exempt	1	0	0	1	0	1	0	0	1	1	5	0	10
Electrical Permit	0	2	1	0	0	1	2	1	2	3	3	0	15
Fence	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire Sprinkler System	1	0	0	0	0	0	0	0	0	0	0	0	1
Grading	0	1	0	0	0	0	0	0	1	1	0	0	3
HVAC Permit	0	0	0	2	0	1	0	0	0	1	1	0	5
Permits Renewed/Change Sub-contractor	0	0	0	0	0	0	0	0	0	0	0	0	0
Permits Voided	0	0	0	0	0	0	0	0	0	0	0	0	0
Plumbing Permit	0	0	0	0	0	0	0	0	0	0	2	0	2
Re-issue Cert. of Occupancy	0	0	0	0	0	0	0	0	0	0	0	0	0
Signs	0	1	4	1	1	3	1	2	0	3	2	0	18
Solar Permit	23	24	20	23	18	20	0	9	24	18	19	0	198
Swimming Pools	1	1	1	1	0	0	13	1	3	2	2	0	25
Tower Antenna Inst.	0	0	0	0	0	0	0	0	0	0	1	0	1
<b>Subtotal - Other</b>	<b>26</b>	<b>29</b>	<b>26</b>	<b>28</b>	<b>19</b>	<b>26</b>	<b>16</b>	<b>13</b>	<b>31</b>	<b>29</b>	<b>35</b>	<b>0</b>	<b>278</b>
<b>Estimated Value of Permits</b>	<b>\$ 767,833.30</b>	<b>\$ 1,154,223.69</b>	<b>\$ 547,660.13</b>	<b>\$ 624,899.39</b>	<b>\$ 552,558.56</b>	<b>\$ 916,600.46</b>	<b>\$ 562,571.81</b>	<b>\$ 286,058.57</b>	<b>\$ 1,063,052.77</b>	<b>\$ 877,132.55</b>	<b>\$ 1,146,845.62</b>	<b>\$ -</b>	<b>\$ 8,499,436.85</b>
<b>Total Permits Issued</b>	<b>70</b>	<b>70</b>	<b>69</b>	<b>59</b>	<b>48</b>	<b>72</b>	<b>52</b>	<b>59</b>	<b>77</b>	<b>83</b>	<b>105</b>	<b>0</b>	<b>764</b>
<b>Total Estimated Value of Permits</b>	<b>\$ 7,661,035.30</b>	<b>\$ 4,898,282.55</b>	<b>\$ 7,464,810.13</b>	<b>\$ 4,604,582.39</b>	<b>\$ 3,940,498.06</b>	<b>\$ 6,974,737.46</b>	<b>\$ 5,216,782.81</b>	<b>\$ 6,245,038.57</b>	<b>\$ 7,971,752.88</b>	<b>\$ 9,318,491.55</b>	<b>\$ 13,020,483.82</b>	<b>\$ -</b>	<b>\$ 77,316,495.52</b>

### Certificates of Occupancy

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
<b>Certificates of Occupancy</b>													
Residential - new	32	23	25	24	29	17	38	31	36	39	34	23	351
Multi-Family - new	0	0	0	0	0	0	0	0	0	0	0	0	0
MH - Ground Set	0	0	0	0	0	0	0	0	0	0	0	0	0
MH - Pit Set	0	0	0	0	0	0	0	0	0	0	0	0	0
RV - Ground Set	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial-Change of Occ.	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial-New & Remodel	0	0	2	0	1	0	1	0	0	1	0	0	5
MH Commercial - Ground Set	0	0	0	0	0	0	0	0	0	0	0	0	0
MH commercial - Pit Set	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Certificates of Occupancy</b>	<b>32</b>	<b>23</b>	<b>27</b>	<b>24</b>	<b>30</b>	<b>17</b>	<b>39</b>	<b>31</b>	<b>36</b>	<b>40</b>	<b>34</b>	<b>23</b>	<b>356</b>
<b>Certificates of Completion</b>													
Residential	4	2	2	7	5	2	1	2	3	0	4	11	43
Multi-Family	0	0	0	0	0	0	0	0	0	0	0	1	1
MH - Ground Set	0	0	0	0	0	0	0	0	0	0	0	0	0
MH - Pit Set	0	0	0	0	0	0	0	0	0	0	0	0	0
RV - Ground Set	0	0	0	0	0	0	0	0	0	0	0	0	0
Commercial	0	0	4	0	1	0	0	0	0	2	0	0	7
MH Commercial - Ground Set	0	0	0	0	0	0	0	0	0	0	0	0	0
MH commercial - Pit Set	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Certificates of Completion</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>7</b>	<b>6</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>12</b>	<b>51</b>

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-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
<b>Permit Fees</b>													
Building Permit Fee	\$ 60,090.00	\$ 36,474.00	\$ 64,732.00	\$ 36,102.00	\$ 32,562.00	\$ 56,436.00	\$ 44,089.20	\$ 52,338.00	\$ 64,874.00	\$ 57,870.00	\$ 97,270.00	\$ -	\$ 602,837.20
Plan Check Fee	\$ 2,538.00	\$ -	\$ 7,266.80	\$ 3,393.00	\$ 3,912.00	\$ 2,190.00	\$ 4,710.00	\$ 4,017.00	\$ 5,986.30	\$ 6,111.00	\$ 19,515.60	\$ -	\$ -
Deposit for Residential Plan Checks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MH Permit Fee - Pit Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MH Permit Fee - Ground Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electrical Permits	\$ -	\$ 60.00	\$ 70.00	\$ -	\$ -	\$ 50.00	\$ 105.00	\$ 30.00	\$ 60.00	\$ 195.00	\$ 175.00	\$ -	\$ -
Plumbing Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 293.00	\$ -	\$ -
HVAC Permits	\$ -	\$ -	\$ -	\$ 181.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77.00	\$ 77.00	\$ -	\$ -
Fire Sprinkler Permits	\$ 686.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Solar Permits	\$ 1,235.00	\$ 1,370.00	\$ 1,390.00	\$ 1,270.00	\$ 1,140.00	\$ 1,220.00	\$ 1,085.00	\$ 225.00	\$ 1,350.00	\$ 1,025.00	\$ 1,075.00	\$ -	\$ -
Fire Dept. Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Demolition Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Permit Fees(131-40135)</b>	<b>\$ 64,549.40</b>	<b>\$ 37,904.00</b>	<b>\$ 73,458.80</b>	<b>\$ 40,946.00</b>	<b>\$ 37,614.00</b>	<b>\$ 59,896.00</b>	<b>\$ 49,989.20</b>	<b>\$ 56,610.00</b>	<b>\$ 72,270.30</b>	<b>\$ 65,278.00</b>	<b>\$ 118,405.60</b>	<b>\$ -</b>	<b>\$ 676,921.30</b>
<b>Utility Fees</b>													
Water Connection Fee(100-43010)	\$ 18,450.00	\$ 12,150.00	\$ 15,300.00	\$ 13,400.00	\$ 9,900.00	\$ 17,550.00	\$ 13,500.00	\$ 18,000.00	\$ 19,650.00	\$ 19,350.00	\$ 27,100.00	\$ -	\$ -
WW Connection Fee(100-43115)	\$ 18,450.00	\$ 12,150.00	\$ 15,300.00	\$ 10,350.00	\$ 9,900.00	\$ 17,550.00	\$ 13,500.00	\$ 18,000.00	\$ 18,450.00	\$ 19,350.00	\$ 24,300.00	\$ -	\$ -
<b>Total Utility Fees</b>	<b>\$ 36,900.00</b>	<b>\$ 24,300.00</b>	<b>\$ 30,600.00</b>	<b>\$ 23,750.00</b>	<b>\$ 19,800.00</b>	<b>\$ 35,100.00</b>	<b>\$ 27,000.00</b>	<b>\$ 36,000.00</b>	<b>\$ 38,100.00</b>	<b>\$ 38,700.00</b>	<b>\$ 51,400.00</b>	<b>\$ -</b>	<b>\$ 361,650.00</b>
<b>Impact Fees</b>													
Water Impact Fee (100-45025)	\$ 22,222.00	\$ 14,634.00	\$ 18,428.00	\$ 14,812.00	\$ 11,924.00	\$ 21,138.00	\$ 16,260.00	\$ 21,680.00	\$ 22,948.00	\$ 23,306.00	\$ 31,977.00	\$ -	\$ -
WW Impact Fee(100-45025)	\$ 37,392.00	\$ 24,624.00	\$ 31,008.00	\$ 24,924.00	\$ 20,064.00	\$ 35,568.00	\$ 27,360.00	\$ 36,480.00	\$ 38,614.00	\$ 39,216.00	\$ 53,807.00	\$ -	\$ -
Public Safety Impact Fee(100-45030)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks Impact Fee(100-45005)	\$ 30,873.00	\$ 20,331.00	\$ 29,498.00	\$ 17,122.32	\$ 17,319.00	\$ 29,367.00	\$ 22,590.00	\$ 30,120.00	\$ 31,073.06	\$ 32,379.00	\$ 45,877.72	\$ -	\$ -
Streets Impact Fee(100-45035)	\$ 70,069.00	\$ 46,143.00	\$ 64,498.00	\$ 42,820.72	\$ 39,307.00	\$ 66,651.00	\$ 51,270.00	\$ 68,360.00	\$ 77,307.34	\$ 73,487.00	\$ 146,611.28	\$ -	\$ -
Fire Impact Fee (860-45015.019)	\$ 23,042.00	\$ 15,174.00	\$ 22,012.00	\$ 14,254.88	\$ 12,926.00	\$ 21,918.00	\$ 16,860.00	\$ 22,480.00	\$ 25,719.38	\$ 24,166.00	\$ 50,073.16	\$ -	\$ -
Police Impact Fee (860-45010.019)	\$ 18,286.00	\$ 12,126.00	\$ 17,468.00	\$ 11,873.12	\$ 10,258.00	\$ 17,394.00	\$ 13,380.00	\$ 17,840.00	\$ 21,371.02	\$ 19,178.00	\$ 45,751.64	\$ -	\$ -
Administration Imp. Fee(100-45000)	\$ 12,628.00	\$ 8,316.00	\$ 12,064.00	\$ 7,812.64	\$ 7,084.00	\$ 12,012.00	\$ 9,240.00	\$ 12,320.00	\$ 14,095.93	\$ 13,244.00	\$ 27,446.06	\$ -	\$ -
<b>Total Impact Fees</b>	<b>\$ 214,512.00</b>	<b>\$ 141,348.00</b>	<b>\$ 194,976.00</b>	<b>\$ 133,619.68</b>	<b>\$ 118,882.00</b>	<b>\$ 204,048.00</b>	<b>\$ 156,960.00</b>	<b>\$ 209,280.00</b>	<b>\$ 231,128.73</b>	<b>\$ 224,976.00</b>	<b>\$ 401,543.86</b>	<b>\$ -</b>	<b>\$ 2,231,274.27</b>
<b>Miscellaneous Fees</b>													
Replace Building Card	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.00	\$ 50.00	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ 200.00
Change subcontractor	\$ -	\$ -	\$ -	\$ 25.00	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50.00
Re-Inspections	\$ -	\$ -	\$ 25.00	\$ 50.00	\$ -	\$ 75.00	\$ 75.00	\$ 125.00	\$ 25.00	\$ 25.00	\$ 75.00	\$ -	\$ 475.00
Special Inspections	\$ 125.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 275.00
Investigation Fee (Stop Work Order)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plan Certification	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fee for use of outside consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Misc. Fees (131-48000)</b>	<b>\$ 125.00</b>	<b>\$ 150.00</b>	<b>\$ 25.00</b>	<b>\$ 75.00</b>	<b>\$ 25.00</b>	<b>\$ 125.00</b>	<b>\$ 125.00</b>	<b>\$ 125.00</b>	<b>\$ 25.00</b>	<b>\$ 25.00</b>	<b>\$ 175.00</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>
<b>TOTAL</b>	<b>\$ 316,086.40</b>	<b>\$ 203,702.00</b>	<b>\$ 299,059.80</b>	<b>\$ 198,390.68</b>	<b>\$ 176,321.00</b>	<b>\$ 299,169.00</b>	<b>\$ 234,074.20</b>	<b>\$ 302,015.00</b>	<b>\$ 341,524.03</b>	<b>\$ 328,979.00</b>	<b>\$ 571,524.46</b>	<b>\$ -</b>	<b>\$ 3,270,845.57</b>

### Code Enforcement

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
Cases Opened	26	24	12	17	10	8	10	10	11	14	20	20	182
Investigations	3	2	3	2	4	2	2	3	3	2	4	3	33
First Notice	21	18	8	10	6	6	5	7	7	11	13	17	129
Second Notice	2	3	3	2	2	2	6	3	3	0	2	6	34
Cases Closed due to compliance	21	20	16	10	11	10	10	6	9	14	14	17	158
Citations Given	0	0	0	0	0	0	0	2	0	0	0	0	2
Court Appearances	0	0	0	0	1	0	0	0	1	1	0	1	4
Red Tags	2	2	1	5	2	0	3	1	1	4	2	3	26
Abatement Notice	0	0	0	0	0	0	0	0	0	0	0	0	0

### GIS

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
FORMAL GIS REQUESTS	33	22	41	31	25	20	32	26	29	38	32	36
ADDRESS VERIFICATION LETTERS	2	1	3	2	1	2	4	2	1	2	1	0
<b>GIS PROJECTS:</b>	<b>Sewer Network Project -came to end for the remainder of the fiscal year</b>											



## JUNE 2024 REPORT

### 1. BUSINESS ATTRACTION

- Worked with Myers M&I Electric, an electrical component manufacturer, to locate to Magrino Industrial Park. Plans to create 20 new jobs.
- Completed the following Project Information Forms (PIF) and sent to the Arizona Commerce Authority for San Luis sites consideration:
  - **Project Galvanic**
    - Solar panel manufacturing facility
    - 300 jobs with \$56,900 average salary and \$71.79 million CAPEX

### 2. COMMUNITY ENGAGEMENT

- Economic Development attended the 2024 Yuma and La Paz Contie Moonshot Pitch Competition hosted by SBDC, where many entrepreneurs pitch their innovative ideas, ranging from solar electric power generation to handcrafted artworks.



- Attended the presentation "Refuerza tu Negocio con BBB" workshop presented by the Yuma Better Business Bureau (BBB).
- Attended the Google workshop "Lanza tu Empresa con un Marketing Orientado al Cliente" presented by Mary Rábago.

### 3. BUSINESS EXPANSION

- Staff attended the groundbreaking ceremony for Plaza Colibri. This plaza will open next year and will feature a gym, storage facility, and grocery store.



- ED team celebrated Taqueria Aguilar's Grand Opening.

### 4. GRANTS

- ED Department awarded DPE Construction, Inc CDBG construction award for the construction of Merrill Ave Phase I.
- San Luis City Council approved the Statutory Partnership between Campesinos sin Fronteras and City of San Luis to seek EPA Community Change Grant funding.

### 5. OTHER ACTIVITIES

- Director attended NAD Bank and Arizona Congressional Border Briefing and an Economic Development Roundtable in Tucson.



- Director participated in SelectUSA spinoff events hosted by Arizona Commerce Authority with Asian, Mexican, and European companies.
- Department hosted interviews with Economic Development Commission candidates.
- Director attended AAED's Arizona Taxation, Finance & Incentives course.
- Department Partnered with Yuma County and GYPO to host WBLA interns to work on cross border trade project.



# CITY OF SAN LUIS

## Facilities Department

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### June 2024 Monthly Report

The following is work performed during the month of June by the Facilities Division:

#### Building Repairs – daily basis

- Routine building repairs are being performed as needs arise in several of our city buildings daily.
- City Hall roof repair

#### Building Maintenance

- Pest Control Services – monthly basis in several of our city buildings.
- Light bulbs and ballasts were replaced in various City buildings.
- Daily cleaning in all City buildings

#### Set-Ups

- Set-up at City Hall for Meetings
- Set-up at City Hall for Trainings
- Set-up at Cultural Center for events

#### Administration

- Assisted in-house customers and vendors.
- Managed time-clock - check, add, edit changes.
- Processed RFL forms – scheduled vacation leaves for all staff.
- Prepared janitorial supplies requests and distributed to staff.
- Purchasing – daily operation purchasing
- Records Management destruction
- Provide clerical assistance to staff and distribute information.
- Inspect various buildings.
- Received requests from various departments & addressed properly.
- Managed budget for department
- Prepared p-card log with proper receipts.

#### Meetings:

- Meetings with other Departments/Divisions
- Leadership Meetings
- Budget Meetings
- Pre-Construction Meetings



# CITY OF SAN LUIS

## Facilities Department

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### **Special Projects:**

- Finance Wing Offices/Conference Room/Restroom
- Prosecutor Trim Moldings
- Parks & Recreation Interior Paint
- ADA Podium for Council Chamber
- Fence at Fernando Padilla Building
- Fence at Fire Department
- Fire rated room at Fernando Padilla Building
- Lettering for Senior Center, Parks & Recreation, Gym, & Fleet

### **Other:**

- Disinfected Offices/Buildings weekly with Counter Strike Machine surface disinfecting system and when notified of a positive covid case.
- Used sweeper at various City Building Parking Lots

### **Trainings:**

- Assigned Safe Personnel Online Trainings
- Training on scrubber machine

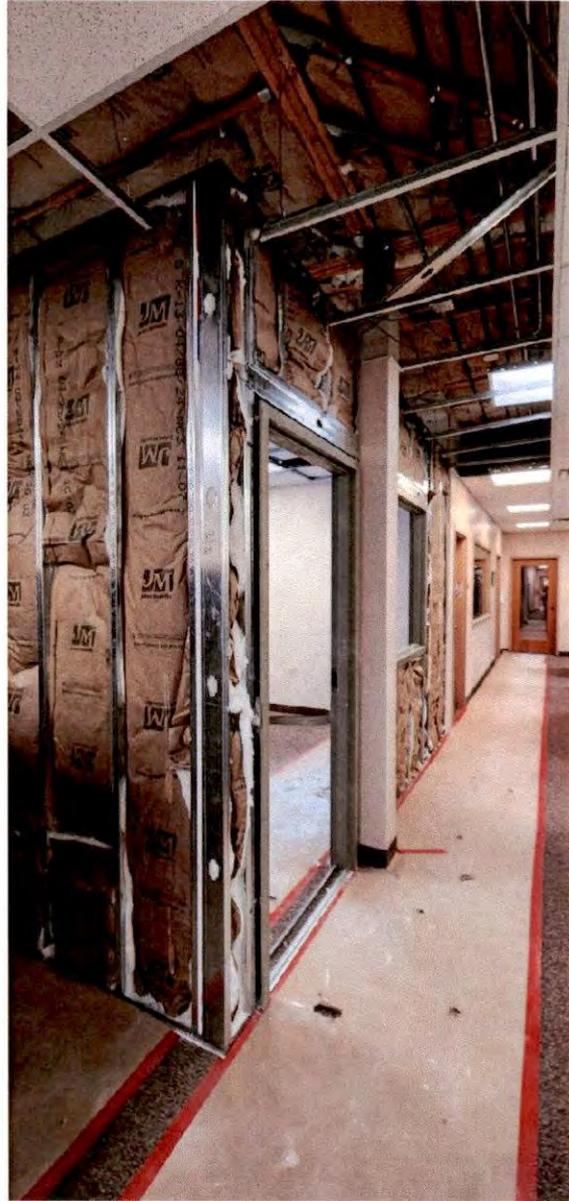
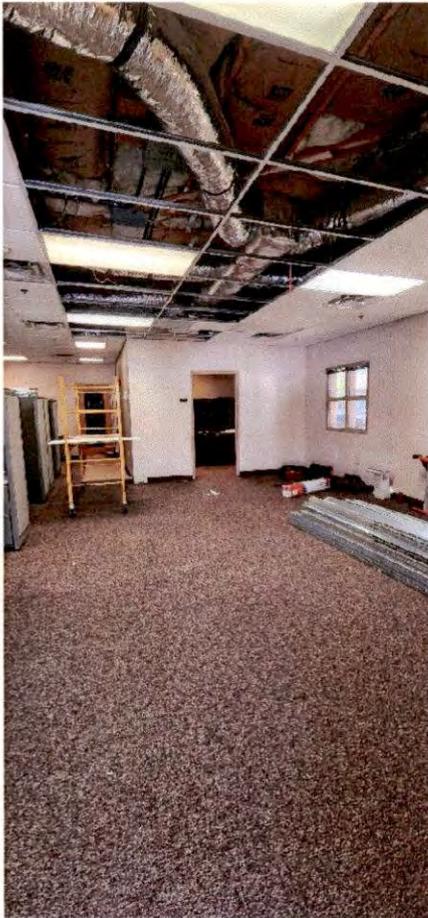
PLEASE SEE PICTURES BELOW:

**Finance Wing Offices/Conference Room/Restroom**



# CITY OF SAN LUIS

Facilities Department



Finance Wing Offices

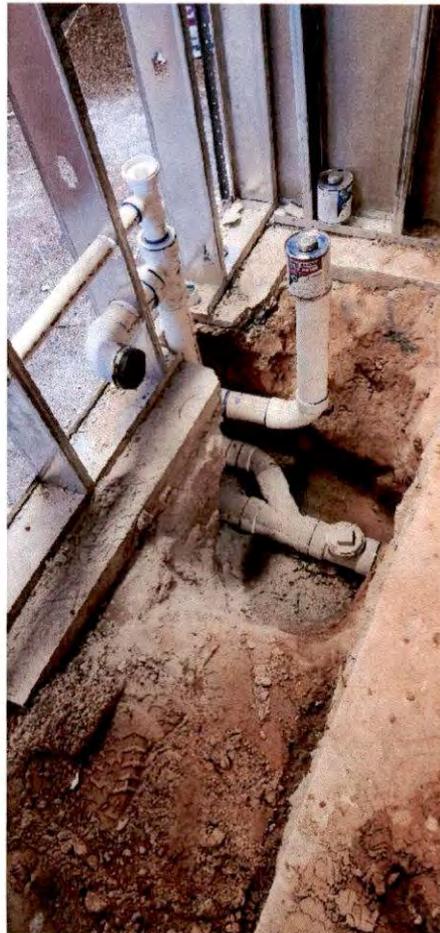


# CITY OF SAN LUIS

Facilities Department



Finance Wing Restroom

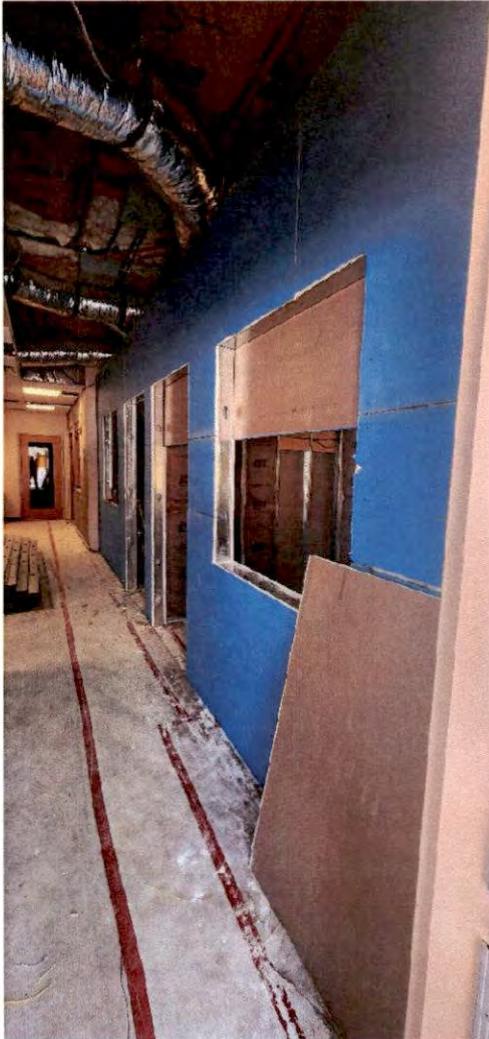




# CITY OF SAN LUIS

Facilities Department

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# CITY OF SAN LUIS

## Facilities Department

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Finance Conference Room

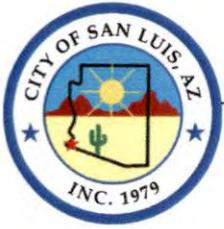


# CITY OF SAN LUIS

## Facilities Department

Fence at Fernando Padilla Building ( before & after pictures)





# CITY OF SAN LUIS

## Facilities Department

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Fire Department Fence (before & after)





# CITY OF SAN LUIS

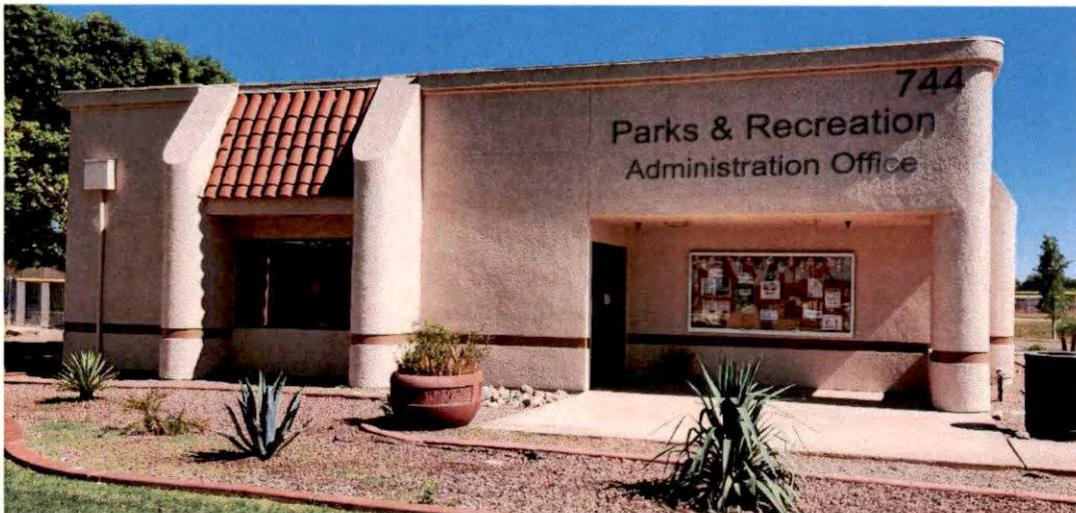
## Facilities Department

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Senior Center Lettering (before & after)



Lettering for Parks & Recreation, Fleet Services, Youth Center & Gym

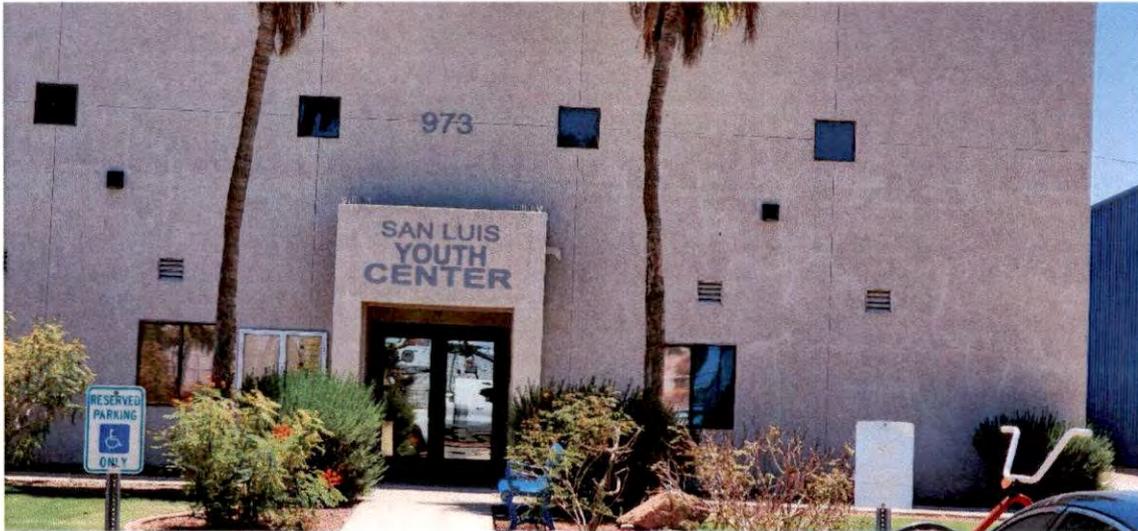




# CITY OF SAN LUIS

Facilities Department

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# CITY OF SAN LUIS FIRE DEPARTMENT

MONTHLY REPORT



JUNE 2024



**EMERGENCY RESPONSES 911**

SLFD contributes to the mission of protecting our citizens by responding to calls for service within the City of San Luis. Most calls for service are for emergencies such as structure fires, medical emergencies, vehicle accidents, hazardous material incidents, and other life-threatening situations. We also respond to a variety of non-emergency situations that involve assisting our community during their time of need.

**JUNE 2024**

TOTAL FIRE INCIDENTS	
Commercial Fires	0
Residential Fires	0
Vehicle Fires	0
False Alarm	12
Other Fires	8
<b>Total Fire Incidents</b>	<b>20</b>

EMS ENCOUNTERS	
Refusals	22
Transports by SLFD	323
Transports by other	9
No patient contact	3
<i>Total Transports</i>	332
<b>Total EMS Encounters</b>	<b>354</b>

False Alarms	12
Fire Drills	0
Hazmat Incidents	2

Public Assistance	49
Community Paramedicine	12



## MUTUAL AID EMS TRANSPORTS

This service plays a vital role in providing proficient public safety to the community. Through agreements with other fire agencies in Yuma County, fire departments can aid each other during emergencies that surpass local resources, such as mass casualty events or structure fires. SLFD often provides and receives mutual aid from the neighboring Somerton Cocopah Fire Department and Rural Metro Fire Department

Mutual Aid Provided:	
County	0
Somerton	3
Mexico	0
Received:	
SLM1	46
SLM2	42
SLM3	77
SLM4	87
SLM5	68
SLM6	3
Somerton	7
HELO	1
Rural Metro	1
Yuma	0



## PUBLIC EDUCATION AND COMMUNITY BY CREWS

- Residential Inspections: 54
  - A: 25
  - B: 15
  - C: 14
- Community Paramedicine: **12**
- Ride-Along Program (Arizona Western College Students):
- Senior Center Blood Pressure Checks: 0
- Station Tours: 1
- Vaccine Clinic: 1

## FIRE INSPECTOR

- Commercial Inspections: **16**
- Suppression System Test: **3**
- Meetings: **25**
- Public Records Request: 0
- Public Assist: 1



## A Crew

**June 12, 2024**

Fire Station 1 for Ed Pastor Prevention

## B Crew

**June 13, 2024**

- Assisted Comite De Bien Estar, 963 E B St, with Vaccine Clinic.
- Stand-by for San Luis Police Department Event.



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

# MONTHLY OPERATIONS REPORT

# June 2024

CITY OF SAN LUIS | 800 E Cesar Chavez Blvd. San Luis, AZ 85349 | [www.sanluisaz.gov](http://www.sanluisaz.gov)

TOTAL WORKFORCE	
Council members	7
Regular Full-time employees	309
Regular Part-time employees	15
Temporary/Seasonal Full-time	4
Temporary/Seasonal Part-time	16
Volunteers	2
Work-study employees	1
Interns (AZ@Work & Work-study)	10
<b>TOTAL</b>	<b>364</b>

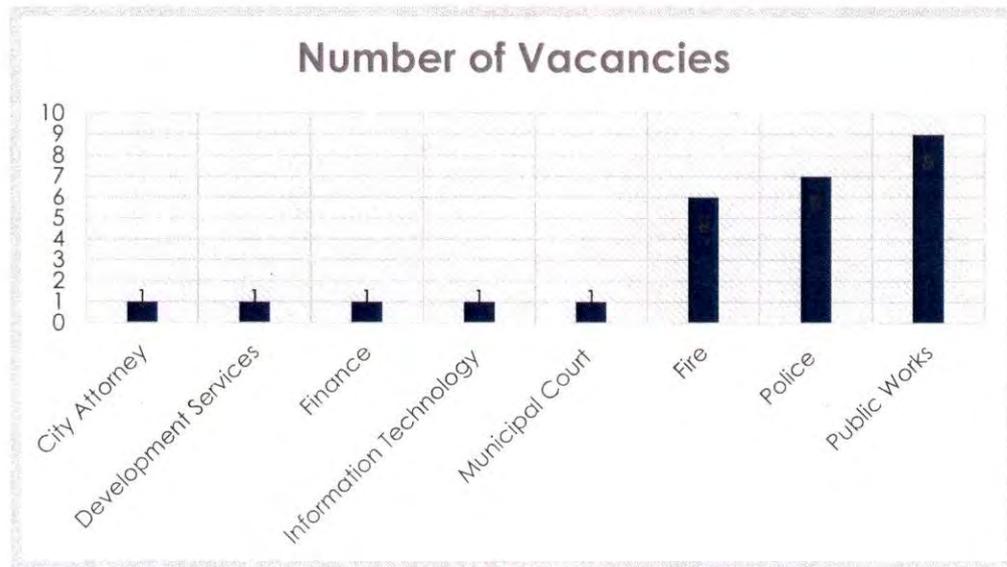


WORKFORCE TURNOVER			
New Hires (June)		Terminations (June)	
Employment Type	Quantity	Employment Type	Quantity
Regular (FT)	1	Resignations (FT- Regular)	2
Regular (PT)	0	Resignations (PT- Regular)	0
Seasonal (PT)	16	Dismissals (FT- Regular)	0
Temporary (PT)	0	End of Appt. (PT-Temp.)	0
AZ@Work Interns	1	Retirement	1
AWC Work-study Student	0		
<b>Monthly Turnover Rate: 0.93%</b>			
<b>Fiscal Year 2023-2024 Turnover Rate: 13.50%</b>			

<b>TALENT ACQUISITION</b>						
<b>RECRUITMENT ACTIVITY MONTH OF JUNE</b>						
<b>Previous Job Postings</b>	<b>New Job Postings</b>	<b>Applicants</b>	<b>Interview Sets</b>	<b>Total # of Interviewees</b>	<b>Total New Hires</b>	<b>Requisitions Filled</b>
17	10	203	14	38	17	4

<b>Physical Agility Test Police</b>	<b>Written Exam Police</b>	<b>Physical Agility Test Fire</b>	<b>Written Exam Fire</b>
<b>Passed</b> 2 candidates	<b>Passed</b> N/A	<b>Passed</b> 7 candidates	<b>Passed</b> 6 Candidates
<b>Fail</b> N/A	<b>Fail</b> N/A	<b>Fail</b> N/A	<b>Fail</b> 1 candidate

<b>Department</b>	<b>Job Title</b>	<b># of Vacancies</b>
<b>City Attorney</b>	Assistant City Attorney	1
<b>Development Services</b>	Assist Director of Development Services	1
<b>Finance</b>	Director of Finance	1
<b>Information Technology</b>	Systems Administrator	1
<b>Municipal Court</b>	Court Clerk I	1
<b>Fire</b>	Firefighters/Paramedic	6
<b>Police</b>	Police Lieutenant	1
	Police Seargent	1
	Police Communications Officer	2
	Police Officer	2
	Police Officer (Recruit)	1
<b>Public Works</b>	Heavy Equipment Operator	1
	Project Manager	1
	Equipment Operator	1
	City Engineer (Not posted)	1
	Wastewater Supervisor	1
	Wastewater Plant Operator - Treatment	2
	Maintenance Specialist - Highway Users	2
<b>TOTAL</b>		<b>27</b>



Arizona@Work Internships		
Department	Interviews	Placements
Parks & Rec. – Youth Center	0	1

City Programs		
Program	Applicants in June	Interviews
Police Explorer	0	0
Volunteers	4	1

BENEFITS ADMINISTRATION			
INSURANCE	ADDITIONS Enrollments from May-2024	TERMINATIONS Effective June- 2024	TOTAL ACTIVE EEs
Health Insurance	5	3	311
VSP – Vision	5	3	305
Dental	5	3	310
FMLA Leave			7
Short-term Disability claims			1

- **Benefit Orientations** – One (1) conducted.
- **Benefits Broker** – One (1) Onboard meetings

- **Mexico Medical Network Survey**
  - Online survey distributed to employees to assess health services provided in the Mexico Medical Network.
  - 112 employees participated
- **Claims Advocacy:** Five (5) claims were researched and sent to the Third-Party Claims Administrator for correct submission.

## SPECIAL PROGRAMS

### RECOGNITION / ENGAGEMENT

- **Send Nominations for 2<sup>nd</sup> Quarter for ERAP**
  - Open 5/28/24 to 6/28/24

### WELLNESS PROGRAM

- **Gym Membership**
  - 60 active memberships / 31 EEs on the waiting list
- **Wellness Programs:**
  - I am Wellness Studio
    - June 12 & 20, 2024-Coaching Sessions 1:1
      - 12 sessions
    - June 26, 2024 - Yoga Activity - Multi-Purpose Room.



### TALENT DEVELOPMENT

- **Created a 5-Month Training Matrix for Supervisors.**
  - The Tentative start date is mid-July 2024
  - Total number of hours of training per week will be 10

Professional Development Plan		
Department	Quantity	PDP Type
Human Resources	1	Human Resources Management
Human Resources	1	Business Management
Tuition Reimbursement		
Department	Quantity	PDP Type
Fire Department	1	Paramedic Courses
Police Department	1	Criminal Justice Courses

- **New Hires Training (17 Employees)**
  - New Employee and Benefits Orientation
    - One Full-Time Employee
    - 16 Seasonal Employees from Parks & Recreation
  
- **Marketing/Branding:**
  - Wellness Activities Promotion
  - ERAP Nomination Promotion
  - New Hire, Interns & Promotion Announcements
  
- **New Hire Orientation Process.**
  - New policies and training implementation process
  - Three Day Orientation Training
    - Day One; Safe Personnel Training (4 hrs.)
    - Day Two; Department Orientation
    - Day Three; New Hire Orientation, Benefit Orientation & Safety Orientation.

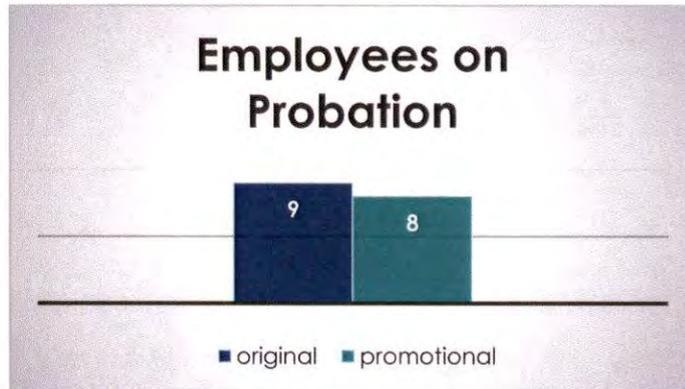
## COMPENSATION & CLASSIFICATION

- **Purchase Requisitions:** 14 processed.
- **Vendor research for the rewrite of HR Policies.**
- **Agency-Wide Salary Survey**
  - Ongoing collaboration with Public Sector Personnel Consultants (PSPC).
- **Position Management Process - Structured Position Numbers creation in New World System (NWS).**

Department/division	Number of positions
Facilities	13
<b>Project % completed in June: 3.88% (13 out of 335)</b>	
<b>Total Project % completed: 100% (335 out of 335)</b>	

## PERFORMANCE MANAGEMENT

- **EMPLOYEES ON PROBATION: seventeen (17)**
  - Original Probation: nine (9)
  - Promotional Probation: eight (8)

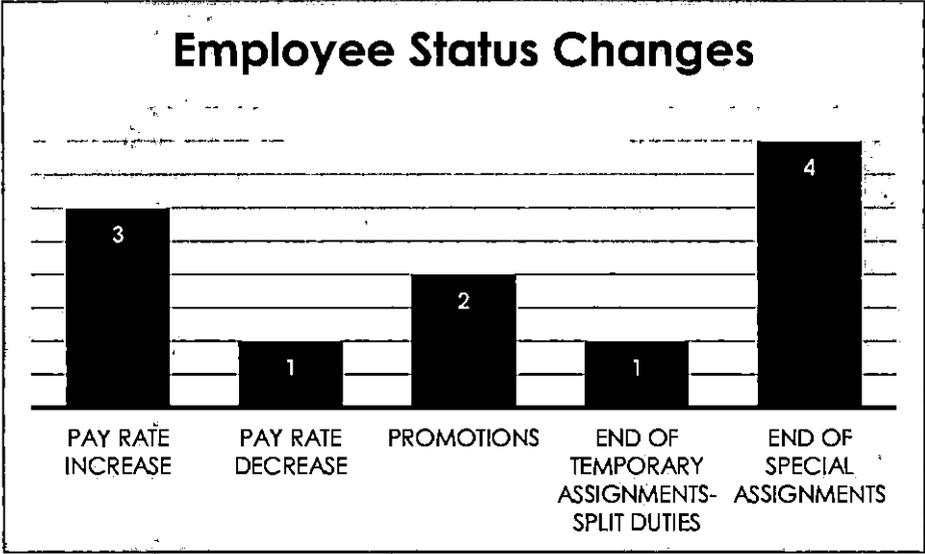


- **PERFORMANCE EVALUATIONS IN PROCESS**
  - **Due:** *Twenty-nine (29)*
    - Annual: *Eleven (11)*
    - Probationary: *Eighteen (18)*
  - **Processed**
    - Probation: *Six (6)*
    - Mid-term: *Three (3)*

## EMPLOYEE RELATIONS

- **Internal Investigation**
  - 19 employees interviewed by external Investigators
- **Disciplinary Actions Administered:**
  - N/A

Employee Status Changes	Quantity
Pay rate increase	3
Pay rate decrease	1
Promotions	2
End of Temporary Assignments - split duties	1
End of Special Assignments	4



## MAJOR ACCOMPLISHMENTS

- Fernando Padilla City building fencing project completion
- Completion of fire rating HRRM Filing Room.

# Information Technology

Monthly Report: June 2024

## Overview:

Provided IT support to City of San Luis employees with technical issues with hardware, software, or network systems. While 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.

## Projects

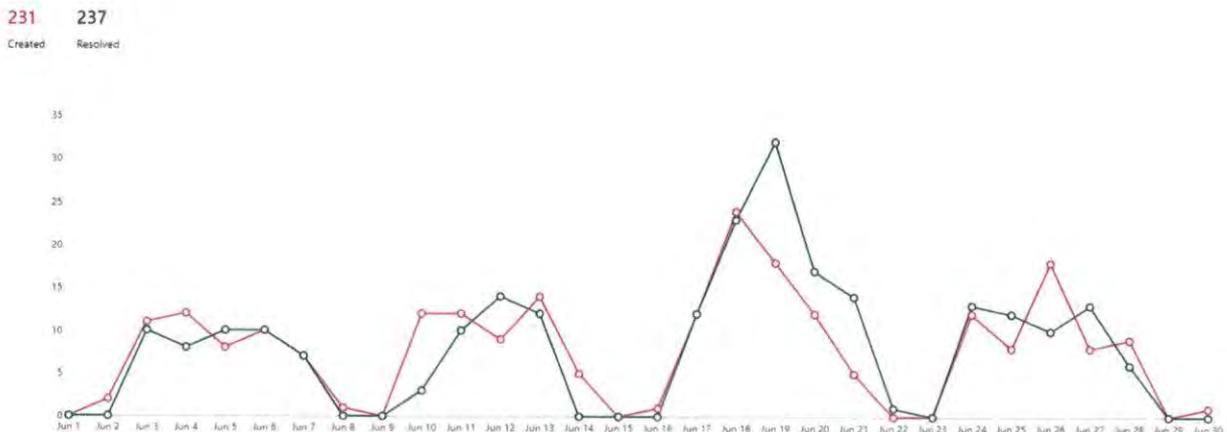
- Completed ERP Database migration.
- Completed Laserfiche documents migration to Laserfiche Cloud service.
- Completed Exchange Server decommission
- Email Filter Migration – Ongoing Project

## Upcoming Plans

- Procurement of Tower Structure
- Public Safety SharePoint Migration
- RDP to VPN transition

## IT Service Management Statistics

Requests Created Total: 231 | Request Resolved: 237





# PARKS AND RECREATION MONTHLY REPORT June 2024

## **Parks Grounds Department**

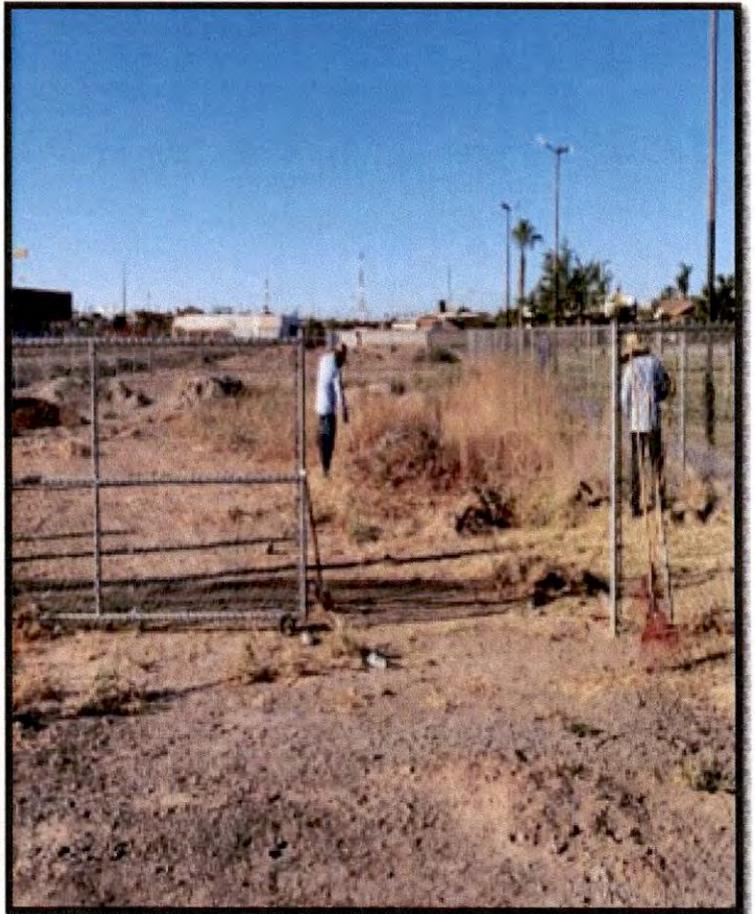
In June, the high temperatures have been a challenge to the Parks and Ground department; however, they continue with the duties of maintaining all parks and green areas clean. In addition, several projects were concluded during June.

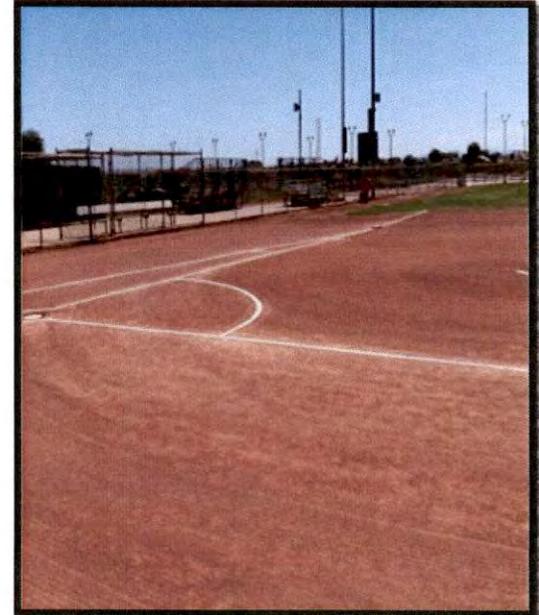
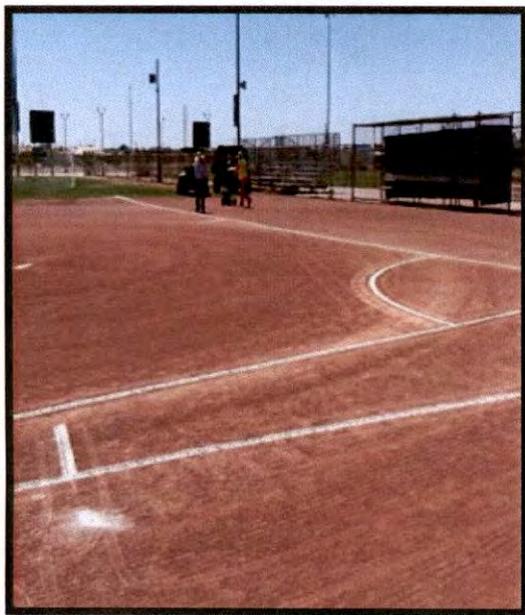
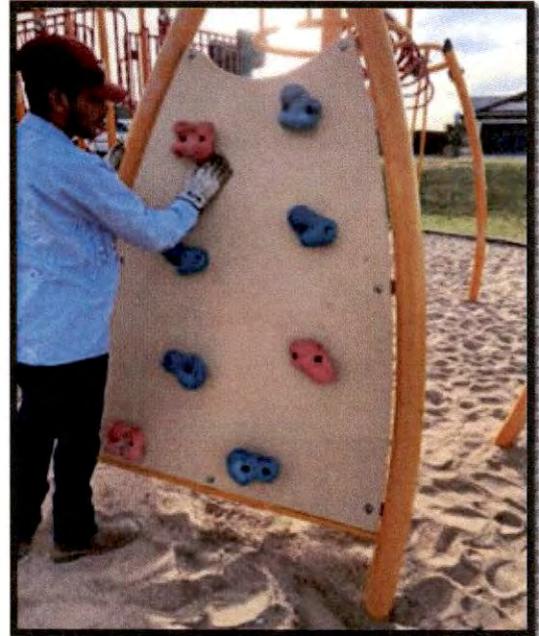
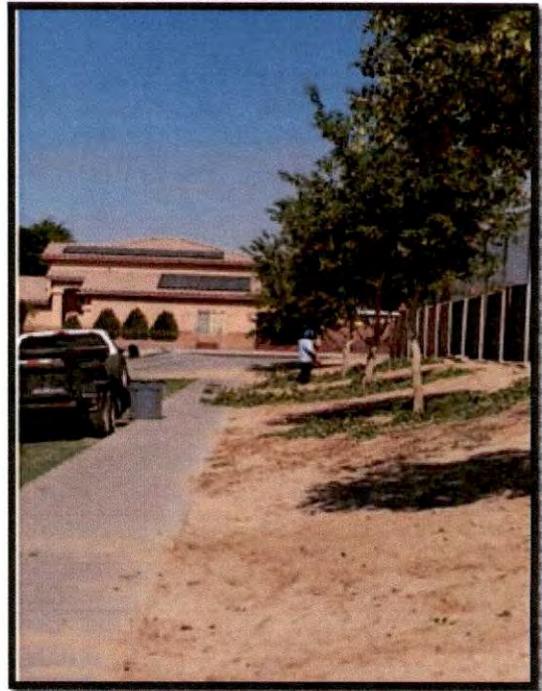
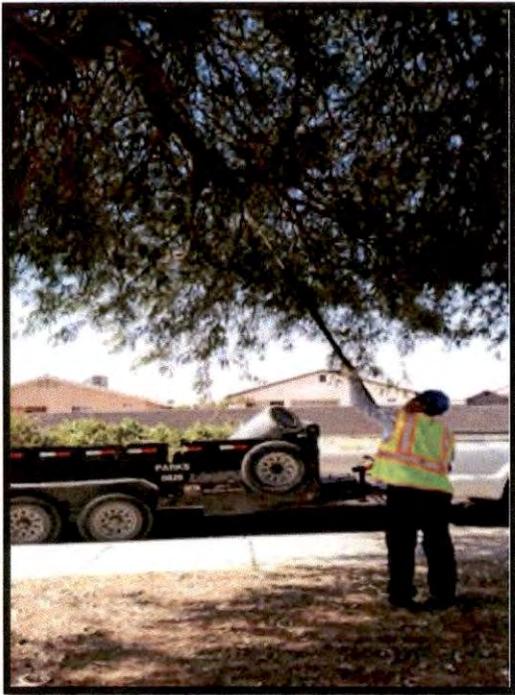
Please view below a list of maintenance projects the Parks Grounds Department completed during the month of June, as well as completed projects and new projects that have begun.

### **Maintaining Green Areas & Parks**

- Mowing grass at different parks
- Tree Trimming
- Weed Control and clean up
- Removal of Graffiti

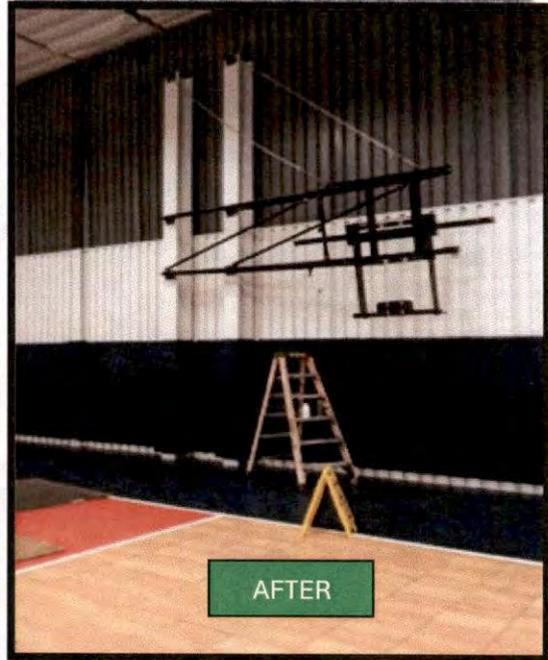
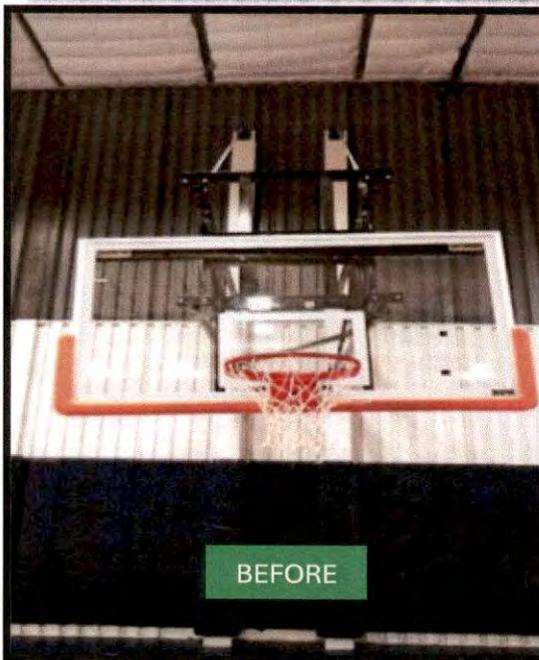
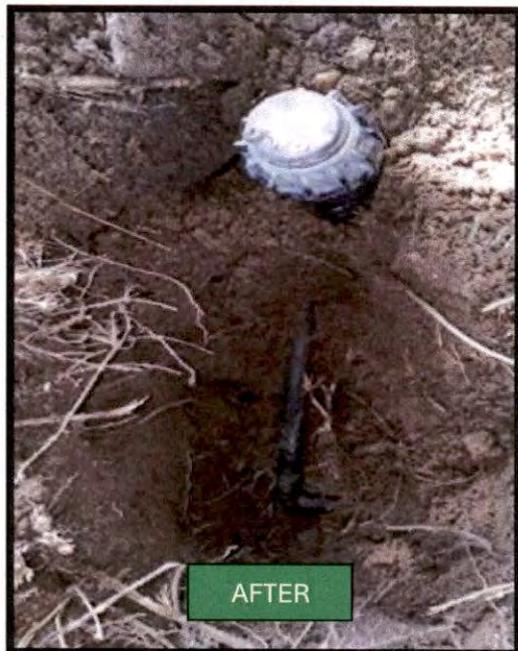
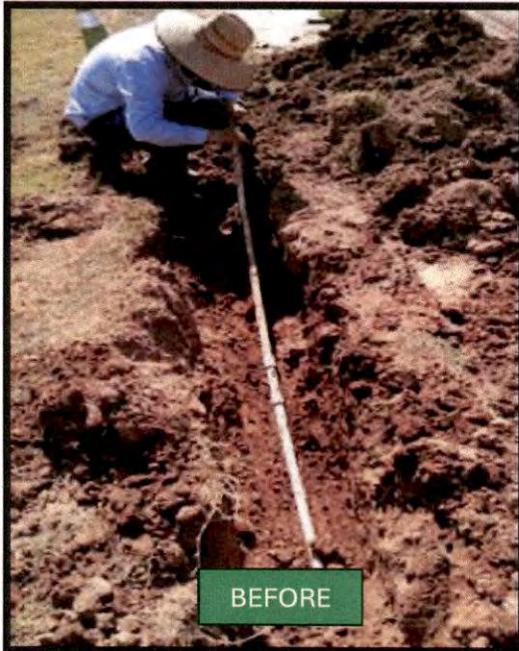


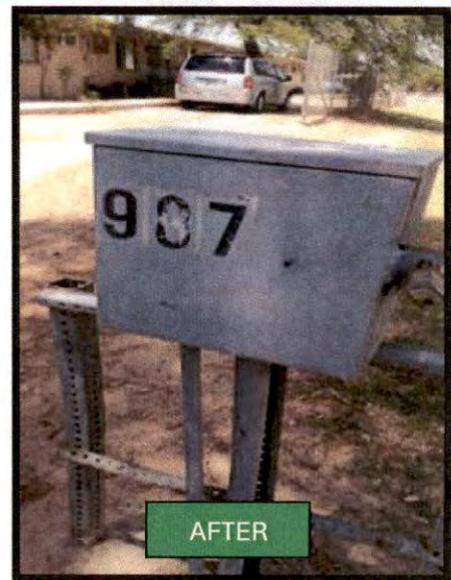
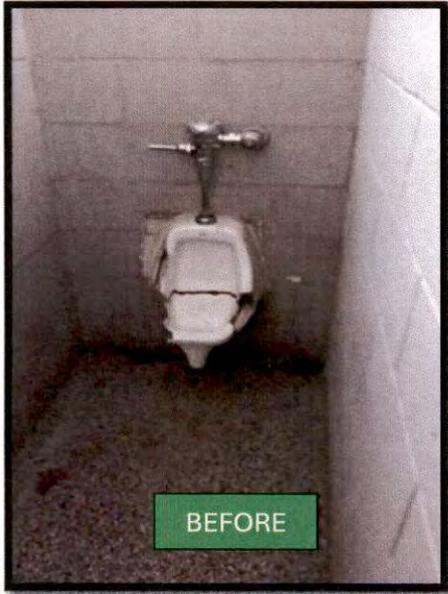


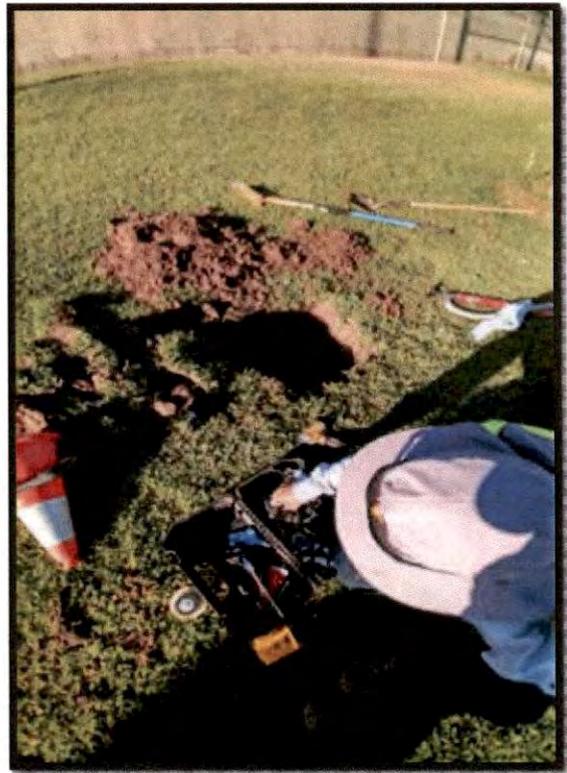
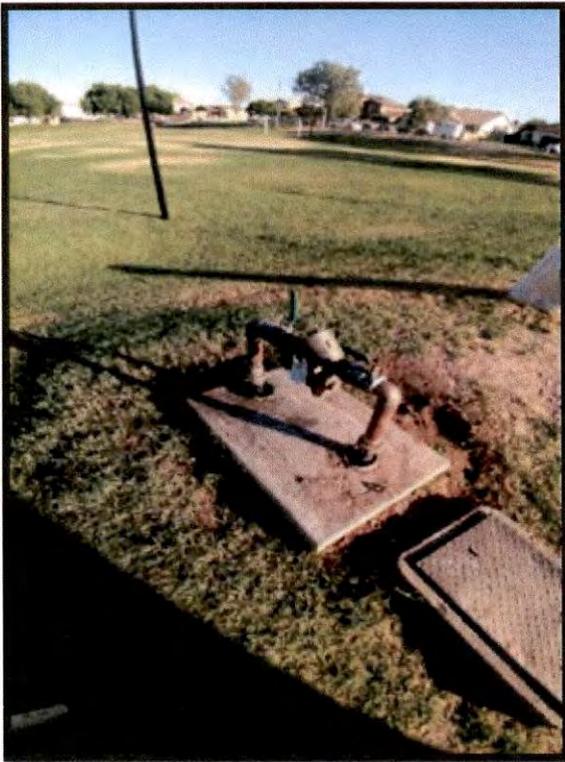
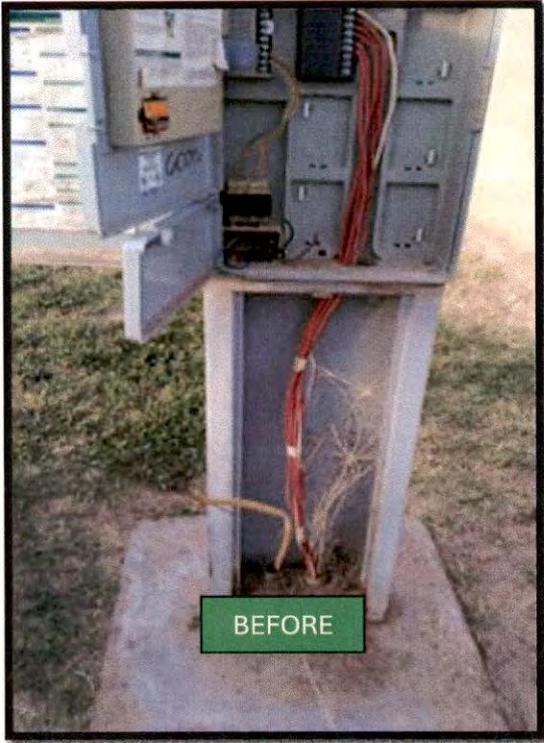


## Installations and Repairs

- Removed back board due to broken metal frame.
- Repaired broken urinal.
- Repaired broken sink.
- Repaired a short circuit on irrigation timer.
- Repaired bad back flow and bad irrigation valve.
- Installed a new irrigation timer.
- Repaired of irrigation

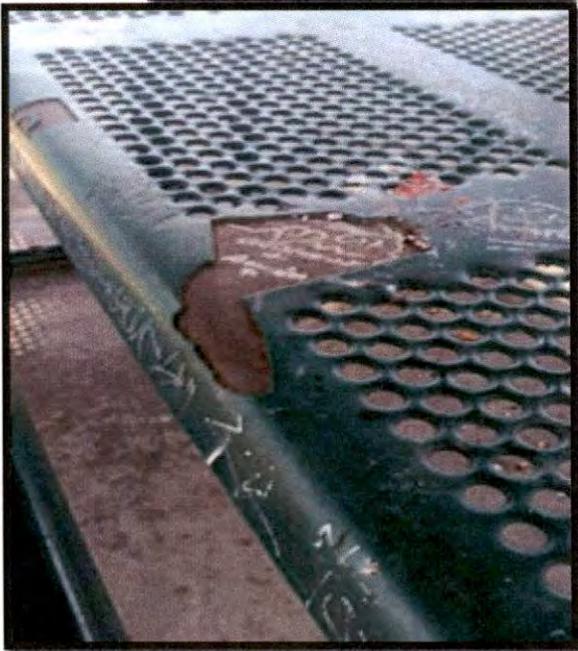
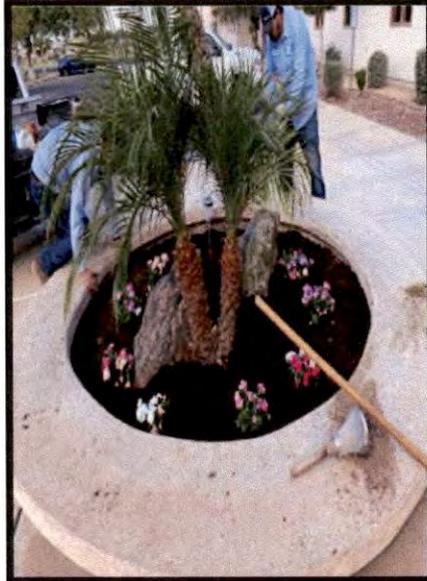
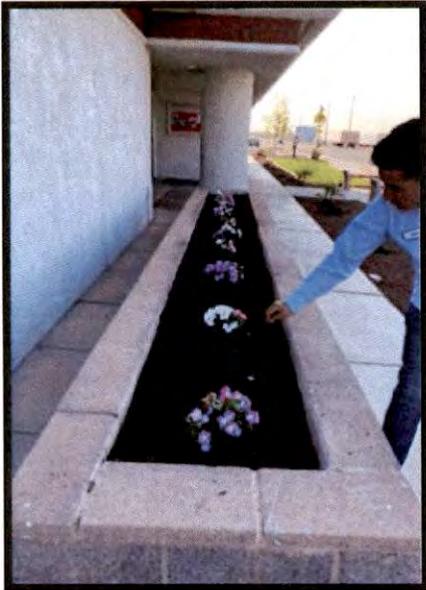




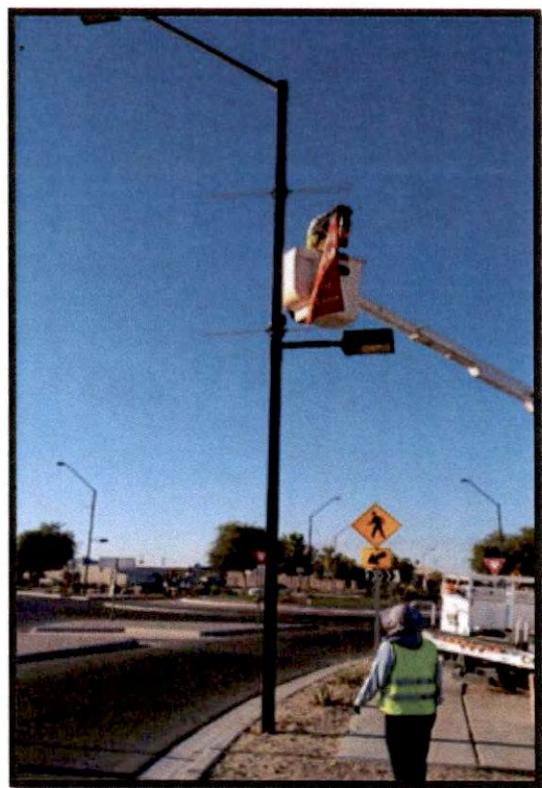
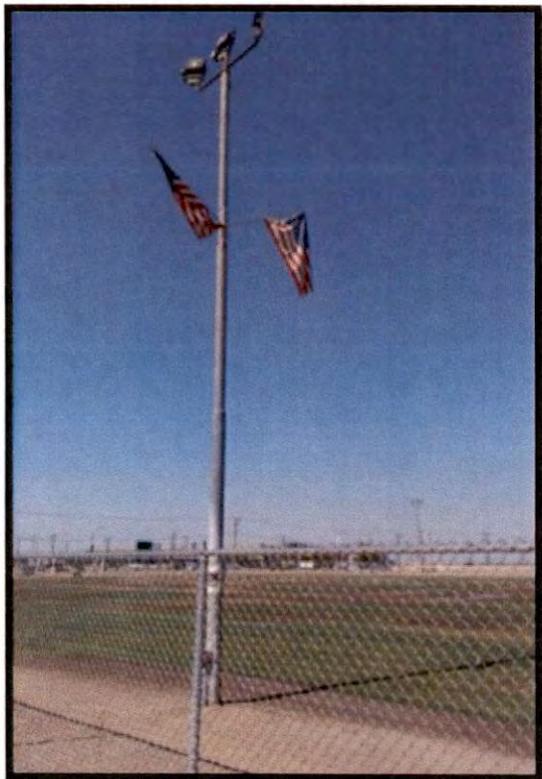
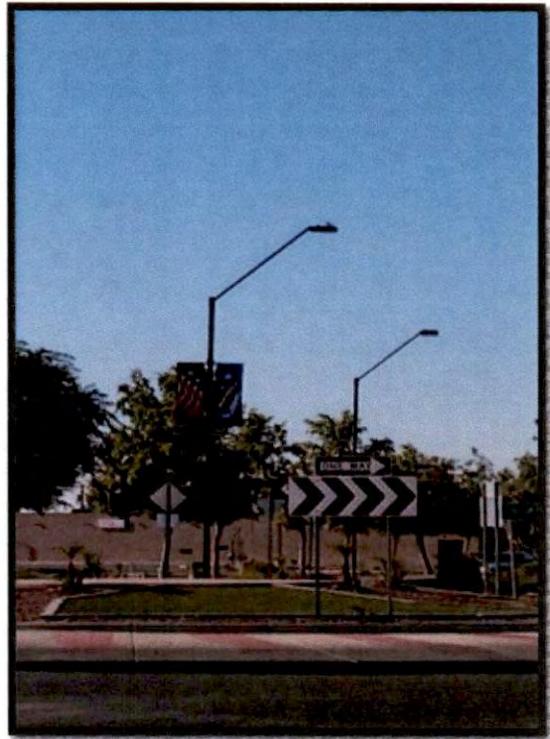


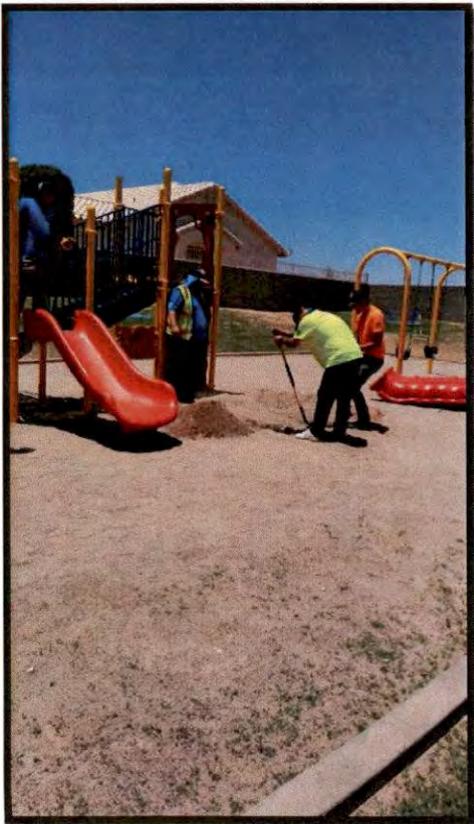
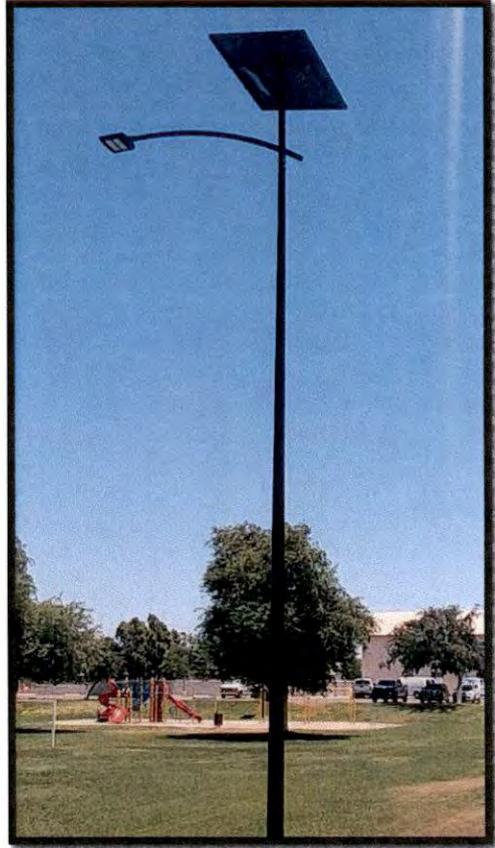
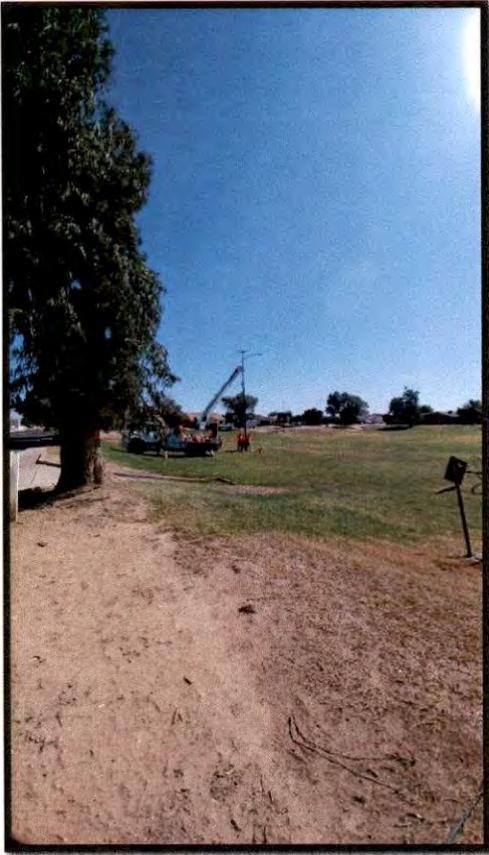
## Projects

- Planted seasonal flowers in HR building
- Removed and replaced a damaged picnic table.
- The Basketball Court was Painted for Pickle Ball Tournament.
- Installed 4th of July light pole banners along Main Street and flags were installed around Park Avenue.
- Installed New solar lights at Bienestar Estates 3.
- Replaced playground equipment at Bienestar Estates 3 & 5.
- Rebuilt of Perimeter Walls at Escondido Beach and Bienestar Estates 5.







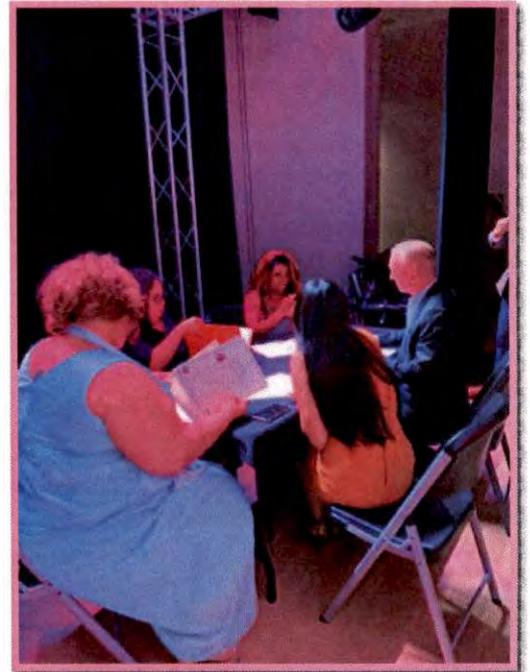


## Chavez Cultural Center

The month of June was very exciting for the Cultural Center. After preparing activities and having interviews with the Judge Panel and the contestants, staff hosted the 2024 Miss San Luis event. In addition, staff have begun preparations for the 4<sup>th</sup> of July event.

### Miss San Luis 2024 Event

On June 6th, the Cultural Center hosted the Miss San Luis 2024 event. We received 160 people, and a new title holder was named.



## Summer Program

With the beginning of the school break, the Cultural Center started offering a Summer Program with new classes. Many new kids enrolled in our classes for the summer program.



**CULTURAL CENTER**  
**SUMMER CLASSES**  
2024

**ZUMBA KIDS**  
MONDAY - THURSDAY  
4:45 - 5:45 p.m.  
Ages: 8-10 yrs  
\$75

**FOLKLORIC DANCE**  
MONDAY & THURSDAY  
3:00 - 4:30 p.m.  
Ages: 8 yrs +  
\$25/week

**ZUMBA WATER PROOF KEY**  
MONDAY - THURSDAY  
7:30 - 9:30 p.m.  
\$100 (equipment fee)  
All Ages  
\$100/Month

**STAR ACADEMIA**  
WITH CELE  
MONDAY & WEDNESDAY  
5:30 p.m. - 6:30 p.m. - Ballet 2  
6:45 p.m. - Gymnastics 1A, 2  
5:30 p.m. - Modern Dance 2  
& Contemporary Ballet  
6:30 p.m. - Ballet 1 & Modern Dance  
Ages: 8-10 yrs  
\$80/Class

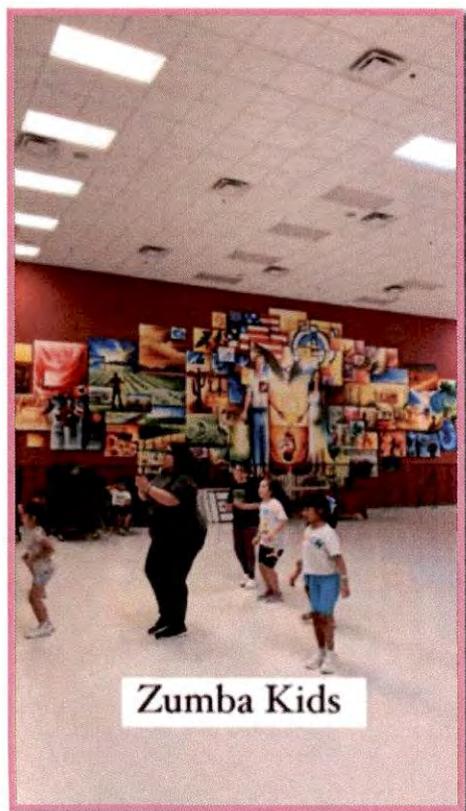
**ART CAMP**  
WITH VANESSA  
MONDAY & WEDNESDAY  
9:00-10:00 a.m.  
Duration:  
8:00 - 10:00 p.m.  
Ages: 8-10 yrs  
\$45 (supplies included)

**STAR ACADEMIA**  
FANTASIA ART

**CULTURAL CENTER**  
875 N. Main St. #142

**OPEN HOUSE**  
Monday - Friday  
7:00 a.m. - 6:00 p.m.

CALL US AT: (928) 341-8538



## **Prep for 4<sup>th</sup> of July Event**

The whole month of June the Cultural Center staff worked intensively on the preparations for the Freedom celebration 2024 event. The staff oversaw the following:

- Coordinate Vendor's area. Registering more than 40 vendors. Prepare Vendor's meeting and personal attention to Vendors from 5/6/2024-7/4/2024.
- Artist's contract's drafts
- Direct contact with artists
- Layout map for the event: Internal Staff, Security, Law Enforcement and Vendors (Baseball field, Parking Lot and Kids Area)
- Duties for Staff
- Media Interviews
- Worked with the COSL Media & Communication Department regarding: Event Flyer, Line up, Rules.
- Social Media Posts: Flyer, Maps, Rules, Layouts, Lineup.
- MC's program
- Reserved Parking layout and special guest list
- Event signage for the event
- Prep Meetings
- Event Lineup
- Direct contact between Department Heads involved on the 4th of July event.



## Recreation Department

The month of June was very productive and busy for the Recreation Department. Many leagues have begun which has brought many families from San Luis, AZ and surrounding cities to the Joe Orduno Park.

### Women's Volleyball League

During June, we finished with our women's volleyball league, with a total of six teams participating this year. Games being Mondays and Wednesdays having a total of three games per day. League being supervised by Alvaro Gomez.



**Mellisa Wong - MVP**



**Youth Baseball**

In June, we finished with our traditional Youth Baseball League, working predominantly on the categories 3-6 years old and training with the boys 7-9, preparing for the playoff series. And finally, after three years, we will count in categories 10-12. Supervised by Alvaro Gomez and Jose Luis Garcia.





### **Girls Softball**

In the girls' Softball League, we practice with girls between 7 and 14 finishing the hard work from past seasons. Supervised by Doraddy Pulido, and Jose Luis Garcia. The practices are on Tuesdays and Thursdays at 5:30 pm.



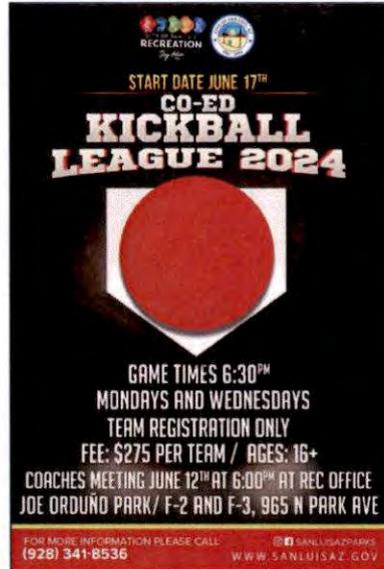
### **Women's Slow-pitch**

The Women's Slow Pitch League began on Tuesday, June 18, 2024. Games are held on Tuesdays, and Thursdays and games begin at 6:30 pm.



## CO ED Kickball

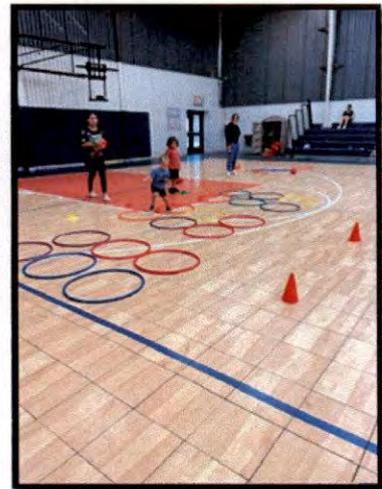
The Co-Ed Kickball League began on Monday, June 17, 2024. Games are held Mondays and Wednesdays, and games begin at 6:30 pm.



## Summer Programs

### Motor Skills

The Motor Skills Development class started on June 17, 2024. This class is open to children ages 3-5 years old and is held on Mondays and Wednesdays from 4:00 pm – 5:00 pm. At the Recreation Gym.



### **Karate Class**

Recreation continues with the Karate program with the Sensei Hector Castro. Schedule on Tuesdays and Thursdays, 6:00 pm to 7:30 pm at Recreation Gym. Registration is available all year round.



### **Youth Basketball Clinics**

In June, we continued practicing with our youth basketball kids, this year we made two categories being 10-12 coached by Adalberto Valencia and the category 13-15 coached by Alvaro Gomez. Both Categories will have game days for 10-12 will be on Wednesdays and for 13-15 will be on Mondays.



### **Open Baseball League**

In June, we continued with the open baseball league, with 11 teams registered, a outstanding record for our program.



### **Planning and preparing leagues**

We continue the promotion for the Intro to Pickleball class.

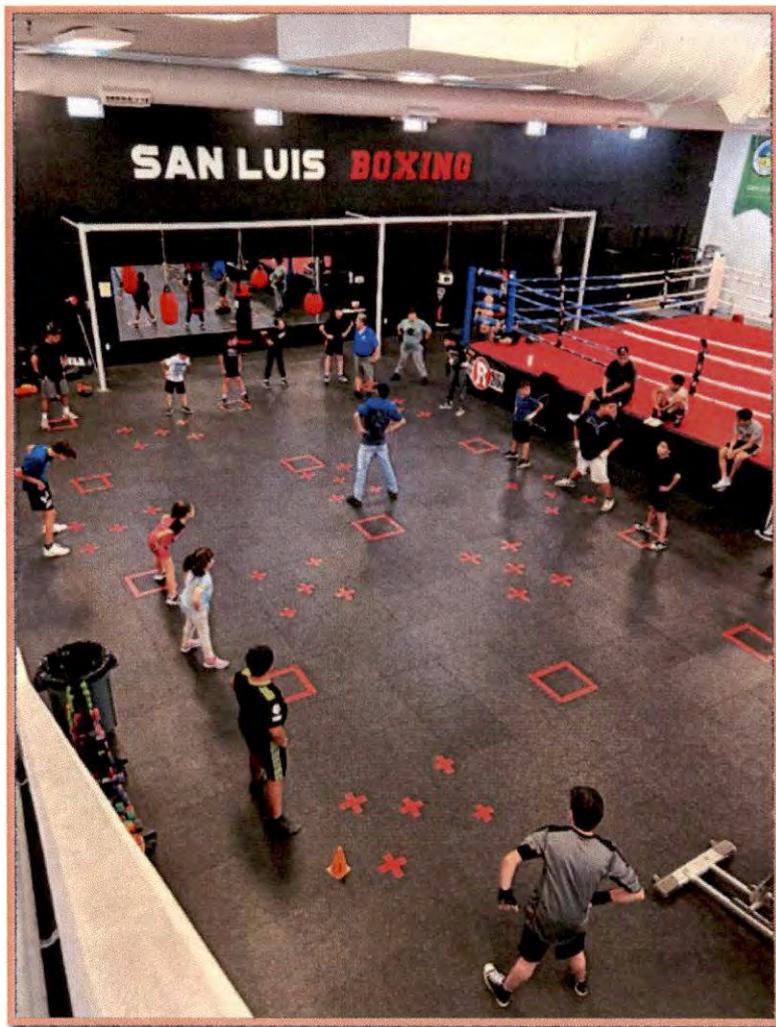
## Youth Center

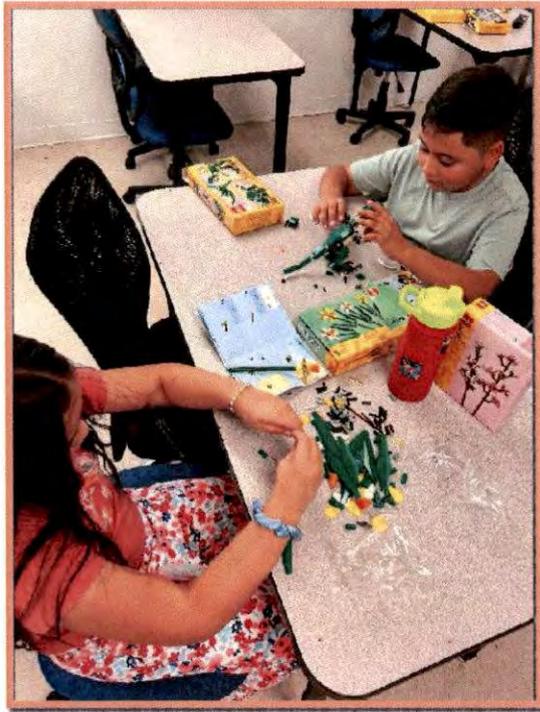
Our Youth Center has continued to be very active this month. Approximate 95 kids showed up daily to our Youth Center and we had 50 new registrations for this month.

This month we also had the summer camp program.

### Classes / Activity Attendance

- Boxing Class – 45 members
- Boxing Team – 20 members
- Arts and Crafts – 15 members
- Open Gym – 30+ members





Our Arts&Crafts and our Legos Workshop have been a great success!



## Youth Center Summer Schedule

- New classes for the Youth Center are:

- Open Gym
- Boxing Class
- Boxing Team
- Video Game Battles
- Arts & Crafts
- RC Club
- Youth Elite Training Program
- Movie Nights
- Just Legos



The poster for the San Luis Youth Center Summer Schedule features the center's logo and a photograph of its building. It lists various activities with their respective schedules and age groups. A registration icon indicates that registration is required for all members. The poster also includes the center's address, temporary hours of operation, and contact information.

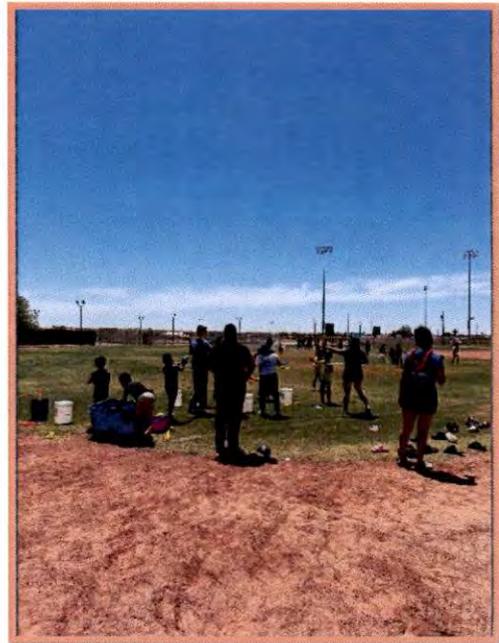
Activity	Schedule	Age Group
Open Gym	Monday - Friday 8:00AM - 7:00 PM	(Ages 7-21)
Boxing Class	Monday - Thursday 4:00PM - 5:00PM	(Ages 7-21)
Boxing Team	Monday - Friday 9:30 PM - 7:00 PM	(Ages 7-21)
Video Game Battles	Tuesday and Thursday 3:00 PM - 6:30 PM	(Ages 7-21)
Arts & Crafts	Wednesday 4:30 PM - 5:30 PM	(Ages 7-17)
RC Car Club	Tuesday and Thursday 5:00 PM - 6:00 PM	(Ages 7-17)
Youth Elite Training Program	Wednesday 4:00PM - 6:00PM	(Ages 7-21)
Movie Night	Thursday 5:00PM - 8:00PM	(Ages 7-21)
Just Legos	Monday and Wednesday 5:00 PM - 6:00 PM	(Ages 7-17)

FOR MORE INFORMATION, PLEASE CALL (928) 341-8574

SAN LUIS YOUTH CENTER  
WWW.SANLUISZPC.ORG

## Summer Camp 2024

- YC had a great turnout in this year's summer camp. We completed the first session in the last week of June. The camp had guest speakers from our SLPD, Solid Waste Department, and a local professional soccer player. We also had a fieldtrip to our Senior Center where kids had breakfast with our seniors. Our last day was a water day, the kids had so much fun!



- Our second session begins on July 1<sup>st</sup>, 2024. We are excited to begin with a new group of kids. We are planning on having the same guest speakers and our fieldtrip to the Senior Center. We also want to incorporate a weekly SEL (Social Emotional Learning) discussion in our camp.



### Youth Center OSHA Repairs

For the month of June, we are continuing to work on fixing things requested per OSHA/Risk Management.



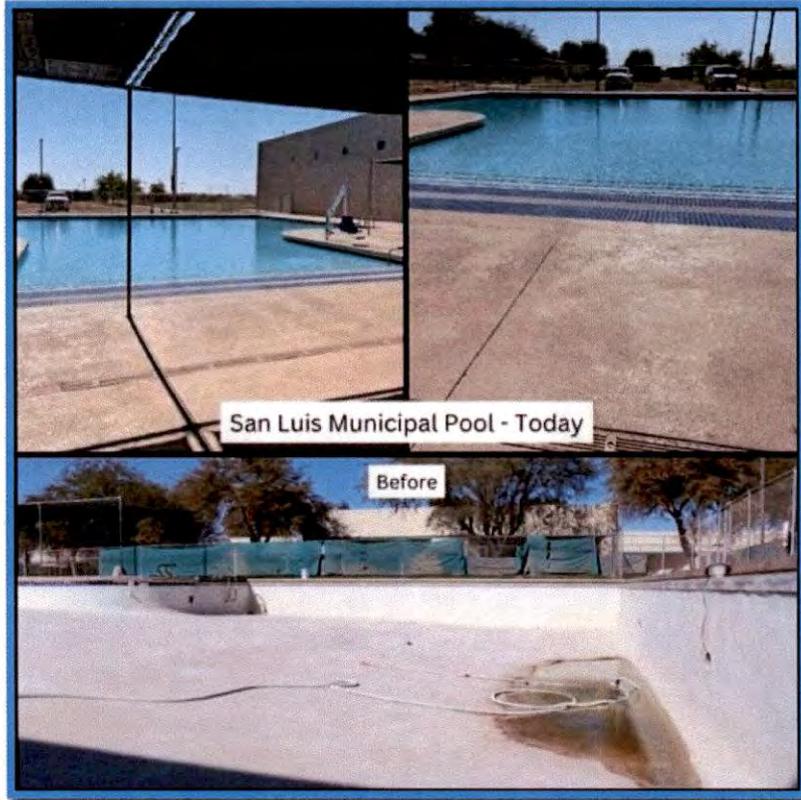
### **Youth Center Game Room Make-Over**

One of our projects last year was to remodel our TV Room into a room that is much more attractive and comfortable for the youths. We have built new furniture and have set this room up. We still want to change a few things, but we are very happy with the results so far. We are certain that this room will be a safe and entertaining space for the youths in our community.



## Municipal Pool

Lifeguards are getting ready with different training and organizing what is needed to re-open the pool. We will be announcing the opening date of the municipal pool very soon.



## **Senior Center**

The Senior Center in San Luis, Az offers a variety of daily activities, including arts and craft, exercises, sewing classes, birthday celebrations, guest speakers, dance classes, movie days, bingo games, music entertainment, and nutrition classes. Our priority is ensuring seniors feel comfortable and engaged, promoting their overall well-being.

We also provide assistance to senior citizens with documentation, translations, and filling out various applications, such as the WACOG application for electricity assistant. Additionally, the senior center offers breakfast and lunch every weekday. One of the benefits of being part of the senior center is transportation assistance. Our goal is to welcome more seniors every day and involve them in our activities. You can find the monthly schedule and activities on this page, with the flexibility to add more activities and make changes as needed.

### **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: 6:00 am – 2:30 pm (documentation, translations, filling of all sorts of applications)

### **Daily / Weekly or Monthly Activities**

Daily Bingo: 10:30 am – 11:00 am

Daily Domino: 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 – 10:00am

Dance Classes: 9:00 am – 10:00 am

WACOG Cares Program Utility Assistance for Seniors: 6:00 am – 2:30 pm

Total Meals Served: 1,512

Total attendance: 1,549

Total people transported: 361

### **Special Projects / Meetings / or Other Activities**

**June 05, 2024** – Mario Pineda gave a presentation about Medicare Advantage.

**June 10, 17 & 24, 2024** – Sunset Communication Health Center gave a presentation to seniors about PASOS.

**June 11, 2024** – WACOG brought flyers about Older Arizona, Heat illness, and shred a thon free event.

**June 12, 2024** – Food Bank CSFP for seniors and TEFAP.

**June 12, 2024** –Milie Perez, came to answer questions about Medicare.

**June 13, 2024** – Elder Abuse Awareness

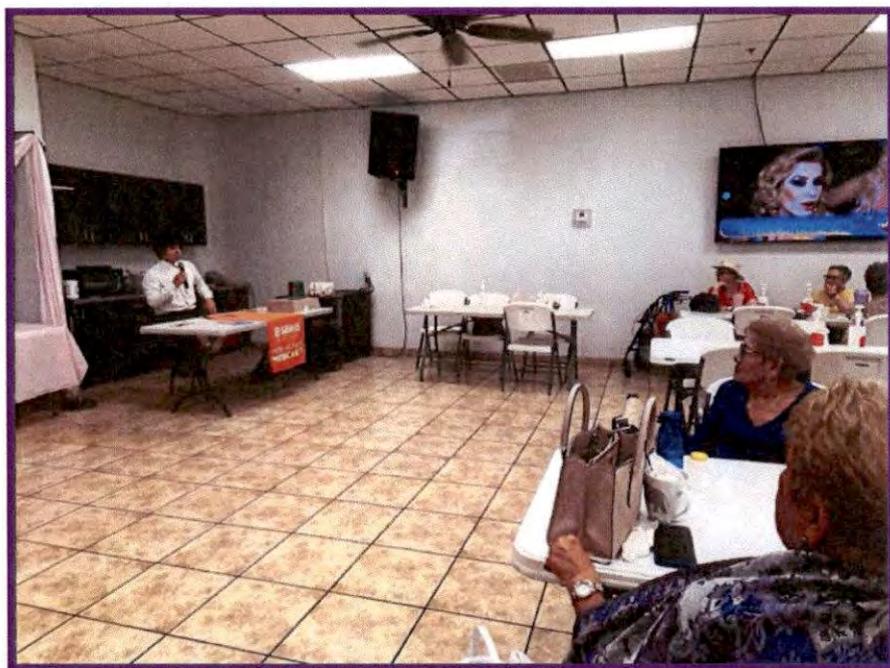
**June 14, 2024** – Father’s Day Celebration and Pool Tournament

**June 21, 2024** – Youth Summer Camp came to visit our seniors (Pancakes Day).

**June 26, 2024** – Food Bank TEFAP (General Box) from 7:00am – 11:00am

**June 26, 2024** – Hospice of Yuma came and provided monthly calendar to seniors of the benefits they offer.

**Mario Pine – Medicare Advantage Presentation – June 05, 2024**



**Sunset Health – PASOS – June 10, 17 & 24, 2024**



Elder Abuse Awareness – June 13, 2024



Father's Day Celebration – June 14, 2024



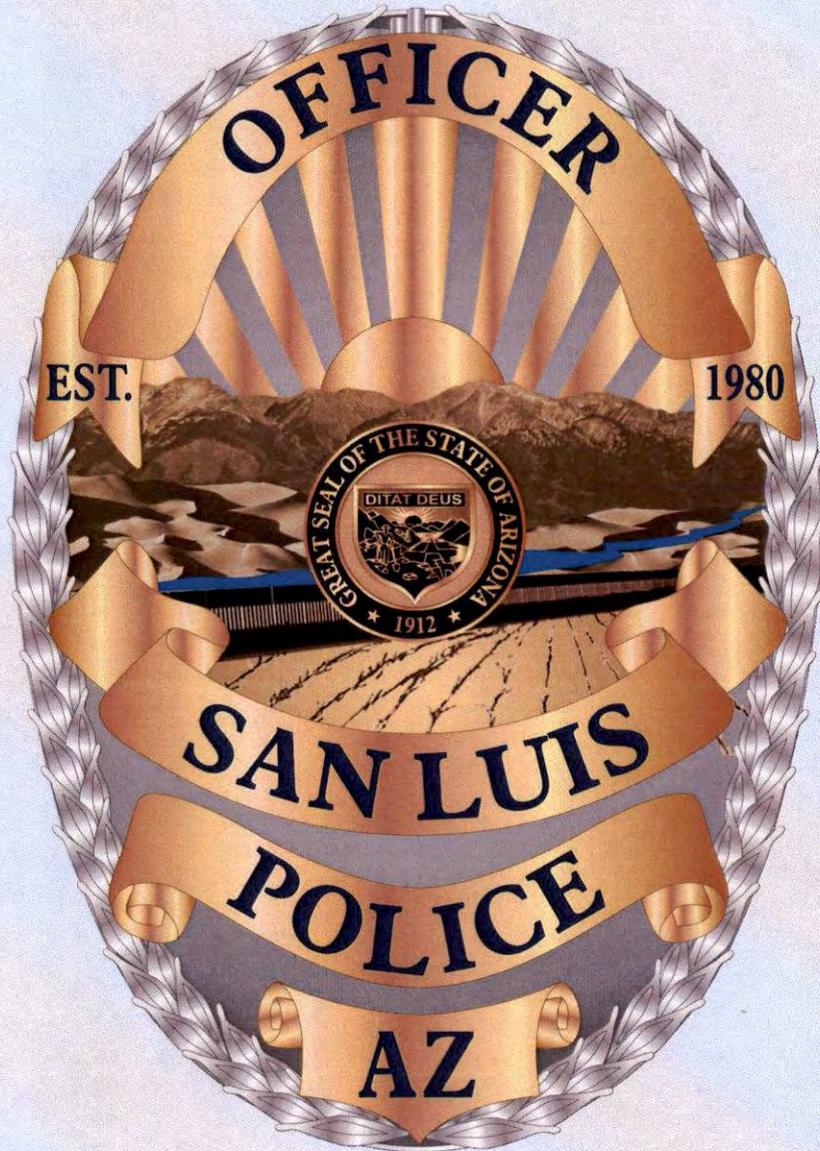
Pool Tournament Winners- June 14, 2024



Youth Summer Camp- June 21, 2024



**SAN LUIS POLICE DEPARTMENT**  
**MONTHLY REPORT**  
**JUNE 2024**



## PERSONNEL ACHIEVEMENTS/EMPLOYEE ACTIONS:

- Congratulations to Communications Officer **Elias Gonzalez Jr.**, who, as of June 15, 2024, was selected and promoted to Communications Supervisor. Supervisor Gonzalez provides 19 years of experience as a dispatcher. We are grateful for their dedication and commitment to such important role.

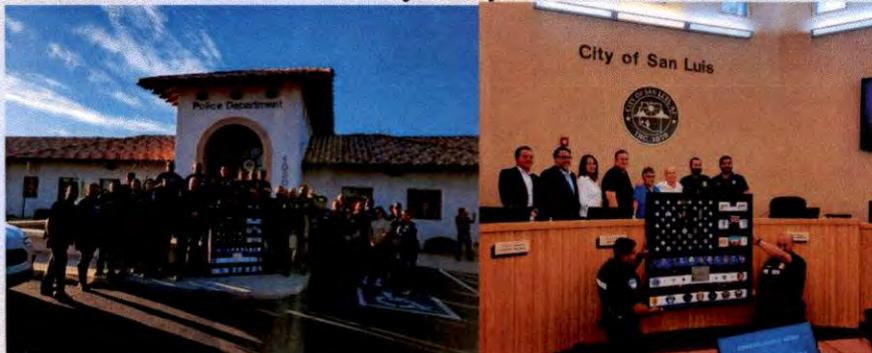


- Command staff members attended the Public Information Officer Basic Course at the Yuma County's Office of Emergency Management. Chief N. Reynoso, Lieutenants Guevara & Botello, and Police Administrator Michelle Boucher form part of the Community Relations team, with Lt. Botello and the primary PIO.



## AWARDS AND RECOGNITIONS

- Lieutenant Marco Santana retired from the San Luis Police Department after 21 years of service. The SLPD wishes Lt. Santana the best on his new journey.



**OPERATIONS/NOTABLE EVENTS:**

- The SLPD located and recovered three stolen vehicles within proximity of the border. The vehicles were stolen out of the Phoenix area, and it is believed they were in the process of being smuggled into Mexico. The vehicles were seized by the department and towed to the storage lot for safekeeping.



**COMMUNITY OUTREACH/ SPECIAL EVENTS:**

- The SLPD held its first “Workout with the PD” event, which attracted community members from several age groups. The department is very happy about the community’s participation and will continue to hosting similar events.



**COMPLAINTS AND FINDINGS:**

- One (1) Citizen Complaint, Exonerated - Incident happened, but the employee’s actions were lawful and proper.

**VEHICLE PURSUITS AND FINDINGS:**

- None

**BUDGET SUMMARY:**

- For FY24, SLPD has expended 87% of our annual budget.

**RECRUITING/HIRES/RETENTION/DEPARTURES:**

- Processing background for two (2) Communication Officers to fill the vacant positions.
- Three (3) police officer positions are vacant.
- A lieutenant position is vacant.

**GRANTS MANAGEMENT:**

- Reimbursement requests for OPSG were submitted up to 5/31/2024. We are on track to sustain funds through June 2024 and begin deployments of new grant funds.

**USE OF FORCE INCIDENTS AND FINDINGS:**

- None

**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	JAN	FEB	MAR	APR	MAY	JUN	YTD
711	158	99	107	102	85	29	580
911 Call	271	304	318	232	224	126	1,475
Abandoned Vehicle	13	21	51	45	54	14	198
Accident	68	53	88	57	83	46	395
Alarm Commercial	21	13	37	18	24	17	130
Alarm Residential	9	16	18	8	10	8	69
Animal at Large	63	63	82	71	61	23	363
Animal Bite-Dog	1				5	3	9
Animal Cruelty	1	2	2	1	1	1	8
Animal Related	28	30	20	30	32	21	161
AOD-Assist Other Department	49	42	44	33	51	40	259
Arrest on Warrant	17	20	17	20	14	8	96
Assault	2	3	6	3	5	3	22
Attempt to Locate	7	12	14	4	6	6	49
Burglary	2	1	5	3	2	2	15
Child Abuse	2	4	3	5	6	1	21
Citizen Complaint	1			4	2	1	8
City Code	10	2	1				13
Civil Matter	14	28	29	28	28	12	139
Court Assist	12	9	8	6	11	8	54
Court Order Violation	9	8	3	6	10	5	41
Criminal Damage	13	15	10	10	9	4	61
Custodial Interference	4	3	2	1	6		16
Cybertips	3	1				1	5
Deceased Animal	7	5	7		8	4	31
Deceased Person	2	1				1	4
Disabled Vehicle	22	13	17	24	32	13	121
Disturbance	52	34	22	38	43	20	209
Driving under the Influence	10	7	13	12	8	2	52
Drug Offense	13	7	21	7	18	9	75

Field Interview	50	38	111	128	143	82	552
Flag Down	34	44	29	22	26	11	166
Foot Patrol	1		1	8	8	8	26
Found Person	1		4	2	1		8
Found Property	2	4	2	3	3	2	16
Fraud	4	3	3	5	12	2	29
Harassment	7	12	7	15	8	1	50
Identity Theft	4	11	4	8	6	1	34
Incorrigible Juvenile	3	4	3	4	5	1	20
Information Received	3	7	8	7	4		29
Littering	1				1		2
Loitering	3		1				4
Lost Property	8	7	8	3	8	6	40
Man Down	4			2	1	1	8
Missing Person-Overdue	2	4	1	5	5	1	18
New Call	2	1	1				4
Noise Disturbance	21	18	22	23	21	12	117
Notification	2	4	9	16	5	3	39
Open Door/Window	1	3	2	3	4	5	18
Other	42	47	30	57	27	17	199
Parking Violation	104	80	86	90	44	18	422
Private Tow	28	18	29	49	26	6	156
Prowler	2	1	2		1		6
Public Assist PD	30	31	29	28	33	10	161
Reckless Driver	37	31	35	50	37	21	211
Recovered Stolen Vehicle	2		3	2	2	1	10
Repair Order	12	8	15	14	19	4	72
Repossession	31	34	27	14	17	11	134
Runaway Juvenile	2	3	5	3	3	1	17
Sexual Offense	1	4	3	8	3	2	21
Shoplifting	13	8	20	10	13	4	68
Shots Fired	7		2		2	3	14
Stolen Property	1	1	1		5	1	9
Stolen Vehicle	4	3	5	6	10	4	32
Suicidal Subject	1				3	1	5
Suspicious Activity	8	7	14	6	15	10	60
Suspicious Subject	9	16	13	24	17	7	86
Suspicious Vehicle	11	5	12	5	10	4	47
Tagged Vehicle	1	2		6	2	3	14
TEST PD	4	3	5	7	2	1	22
Theft	15	10	12	16	12	7	72
Threats	12	10	10	12	9	5	58
Traffic Control	108	74	108	74	51	14	429
Traffic Incident	33	17	22	17	17	14	120
Traffic Stop	463	570	438	463	419	274	2,627

Trespass	5	4	12	10	7	3	41
Walk In PD	13	13	15	27	19	8	95
Welfare Check	23	21	24	33	32	13	146
<New Call>	1	3	2	1	2		9
Agency Assist	6		1				7
Information Report	1						1
10-40 Central		1	2	1		1	5
911 Unknown		1					1
Armed Robbery		1					1
Civil Standby		2	1			4	7
Fictitious Plate Traffic		1				1	2
Graffiti		2					2
Liquor Offense		2	1	3			6
Located Missing Person		2	2		1	1	6
Mental Case		2			4	1	7
Resisting Arrest		1					1
SL CADtoCAD		1	1	2		1	5
Stationary 28		1					1
Weapons/Explosives Offense-Other		1					1
10-40 Courtesy	1		1				2
False Reporting			1	1			2
Animal Case				1			1
Arson				1	1		2
Child Neglect				1			1
Indecent Exposure				1		1	2
Truancy				1	1		2
<b>Grand Total</b>	<b>2,068</b>	<b>2,018</b>	<b>2,150</b>	<b>2066</b>	<b>1965</b>	<b>1041</b>	<b>11,308</b>

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

CALL TYPE	JAN	FEB	MAR	APR	MAY	JUN	YTD
Field Interview	50	38	111	128	143	82	552
Traffic Stop	463	570	438	463	419	274	2,627
<b>Grand Total</b>	<b>513</b>	<b>608</b>	<b>549</b>	<b>591</b>	<b>562</b>	<b>356</b>	<b>3,179</b>

Tickets - Breakout Type

TYPE OF TICKET	JAN	FEB	MAR	APR	MAY	JUN	YTD
Civil Traffic	226	289	218	255	170	93	1251
Criminal Citation	21	21	34	34	11	14	135
Criminal Traffic	12	7	17	8	12	7	63
Parking	44	20	33	37	18	7	158
Repair Order	12	5	10	10	19	4	60
Written Warning	156	186	129	132	171	109	883
Citation	1		3	2	1		7

City Code	4	6	11	2	2		25
Animal Control/Warning		1	1	3			5
<b>Grand Total</b>	<b>476</b>	<b>535</b>	<b>456</b>	<b>483</b>	<b>404</b>	<b>234</b>	<b>2588</b>

### Accidents

ACCIDENT TYPE	JAN	FEB	MAR	APR	MAY	JUN	YTD:
Accident - Injuries	1	1				2	4
Bike - Injuries		1					1
Hit and Run - Injuries			1				1
Hit and Run - No Injuries	7	5	5	5	3	4	29
Hit and Run - PP - No Injuries	2	2	4	1			9
Pedestrian - Injuries		1					1
Pedestrian - No Injuries			1				1
Private Property - Injuries			1		1		2
Vehicle - Injuries	2		7	2	2		13
Vehicle - No Injuries	29	16	27	27	17	15	131
<b>Grand Total</b>	<b>41</b>	<b>26</b>	<b>46</b>	<b>35</b>	<b>23</b>	<b>21</b>	<b>192</b>

ACCIDENT	JAN	FEB	MAR	APR	MAY	JUN	YTD:
Fatal Traffic Crashes	0	0	0	0	0	0	0
Alcohol-related Crashes	1	0	0	2	1	0	4
Speed-related Crashes	0	2	0	0	0	0	2
<b>Grand Total</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>6</b>

Top 10 Accident Intersections for 2024	# of Accidents (YTD)
N 4TH AVE @ E COUNTY 22ND ST	6
N MAIN ST @ E CESAR CHAVEZ BLVD	6
N 10TH AVE @ E CESAR CHAVEZ BLVD	5
N MAIN ST @ E URTUZUASTEGUI ST	5
N WILLIAM BROOKS AVE @ E B ST	4
S AVE B @ S SR 195 HWY	4
N 10TH AVE @ E URTUZUASTEGUI ST	3
N 2ND AVE @ E C ST	3
N 2ND AVE @ E D ST	3
N 4TH AVE @ E CESAR CHAVEZ BLVD	3

### 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	JAN	FEB	MAR	APR	MAY	JUN	YTD
Abandoned Vehicle	2	3	7	5			17
Accident	31	15	29	18	17	8	118
Accident / Traffic Collision	3	6	5	11	8	4	37

Arrest on Warrant	13	10	16	15	7	1	62
Assault	2	2	5	3	3	1	16
Burglary	2	1	7	4	4	1	19
Court Order Violation	5	3	2	6	2		18
Criminal Damage	10	8	8	8	3	2	39
Disorderly Conduct	3	2	3	1	6	3	18
Disturbance	2	1	1		4	1	9
Domestic Disturbance	10	7	3	10	4	2	36
Drug Offenses	11	6	17	5	13	3	55
DUI	10	8	15	11	7	1	52
Information Report	11	13	12	15	16	3	70
Liquor Offenses	2	2	2	5			11
Motor Veh Collision	1	1	3	1	1		7
Sexual Offense	1		2	4	2		9
Shoplifting	11	8	20	10	6	1	56
Theft	9	5	8	10	6	4	42
Traffic Offense	8	12	13	14	11	3	61
Fraud	1	3	2	1	2		9
City Ordinance	2	2		2			6
Miscoduct w/Weapons	1						1
Threatening or Intimidating	1	1	1	2	1		6
Deceased Person	1	1	1				3
Dog at Large	2				1		3
Theft of Vehicle	1		2	2	6		11
Trafficking in Stolen Property	1						1
False Reporting		1	1	1		1	4
Located Missing Person		2	1				3
Minor in Possession of Tobacco		1		1			2
Taking Identity of Another	1			2			3
Animal Related			1	1			2
Assist Other Department			1	2			3
Child Abuse		1	1	1	1	1	5
Contribute Delinquency Minor			1				1
Missing Person		1	1		1		3
Resisting Arrest		1					1
Traffic Incident			1		2		3
Trespass		1	3	1	2	2	9
Child Molestation				1			1
Harassment			2	1			3
Littering				1			1
Recovered/Stolen Vehicle			1	1	1		3
Counterfeit Bill					1		1
Motor Veh Collision-No Inj-DUI					3		3
Motor Veh Collision-Non Injury					1	1	2
Motor Veh Collision-Private Prop					1		1

Criminal Traffic Offenses						1	1
Juvenile-Incorrigible						1	1
Grand Total	158	128	198	176	143	45	848

**PUBLIC SAFETY ANSWER POINT (PSAP) CALL SUMMARY:**

Call count of calls taken by our communication center.

TYPE	TOTAL
911 Calls	825
Admin Calls	2,164
Walk-Ins	52
PD Calls	1,785
FD Calls	448

**SPEED TRAILER SUMMARY:**

Speed Trailer 0140- 1600 Block North Main Street. Time frame: 05/09/2024 (0939 hours)- 05/16/2024 (1219 hours).

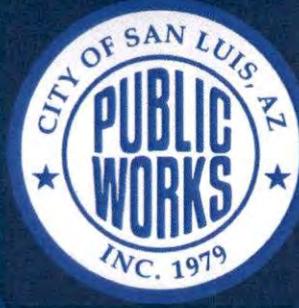
- SPEED LIMIT- 50 MPH
- EXCESSIVE SPEED THRESHOLD- 60 MPH
- PLEASE, LET ME KNOW IF YOU NEED HELP READING/UNDERSTANDING THE GRAPHS/INFORMATION
- **SPEED TRAILER REPORTS- POWERDMS- DOCUMENTS, SLPD FORMS, SPEED TRAILERS, 2024**

**Report results:**

- 33,266 - Total of vehicles traveling (closing-south)
- 31,738 - Total of vehicles traveling (away-north)
- 7,431 - Total of vehicles over the speed limit (closing-south)
- 8,415 - Total of vehicles over the speed limit (away-north)
- 273 - Total of vehicles over the excessive speed limit (closing-south)
- 503 - Total of vehicles over the excessive speed limit (away-north)
- 77 MPH maximum speed (closing-south)
- 103 MPH maximum speed (away-north)

Speed Trailer 0165- This SPEED TRAILER is operational but is not recording any data. The STALKER rep is aware of the issue.

# June's Monthly Report



## Public Works Admin



During June, our Administration reviewed a total of 3 subdivisions.

Staff inspected the offsite improvements/construction of various new subdivisions/businesses/schools

- Los Mezquites Phase 3
- Eddies Food & Drink
- ATS Tractor Storage
- ALLO Fiber Optic Project – City Wide
- Bienestar 10 Townhomes
- La Esperanza



Continuous inspections for water, wastewater, asphalt, sidewalks, and concrete were conducted.

## Current Ongoing Capital Improvement Projects

- **Public Works Facilities**
  - Urtuzuastegui Street, Right of Way Beautification Project complete
    - Gravel aggregate landscaping including a jogging/walking pathway has been added to the north side right of way at Urtuzuastegui Street between 6th Ave. and 10th Ave.
  - Public Works Yard Improvements
    - South end guest parking lot is being designed.
  - East Wastewater Treatment Plant System Evaluation
    - Large Items ordered (+\$300K) – Some items have already arrived from Germany
    - Awarded construction project to Taylor Engineering, PLLC
  - West Wastewater Treatment Plant Expansion Design Request for Qualifications (RFQ)
    - Request for Qualifications completed
    - Design team selected
    - Design proposal under review
  - Water Well Site #5 System Improvements
    - Sizeable items/materials have been ordered (long lead time) – Fabrication Process
    - Well-drilling completed
    - Design completed
    - Formal Bidding completed, Bids under evaluation by Engineering firm
  - Water Well Site #7 System Improvements
    - New 2 million gallon Water Storage Tank
      - Design is complete
      - Project bid out and is pending contract award – Approved by Council on April 10<sup>th</sup>, 2024
  - Water Storage Tanks Rehabilitation at Well Site #6
    - Well Site #6 tank will be delayed to the fall due to summer water demand.

## Street Improvements

- Cesar Chavez Blvd. Widening Right-of-way Acquisition Phase
  - Partial funding has been allocated through ADOT
    - ADOT will be administering project
  - ADOT has awarded design to a consultant
    - Project is currently in design phase still at 30% preliminary plans
- Mesa St. Roadway & Drainage Improvements
  - Stairs and railing portion – SLHS Welding Club assisted with project
  - Public Works is working with a contractor to complete the project
- Incorporation of Bike lanes – Throughout the City
- Avenue F Widening - Design Phase
  - Design is at 60%
- County 22<sup>nd</sup> Street & Sidewinder Road Intersection Improvements
  - Phase 2 – Traffic signal and street lights along Sidewinder Road – Design is complete
  - Acquiring right of way on north side of Sidewinder Rd.
  - Bid to be advertised once right of way is acquired
  - Majority of long lead items have been received
- County 22<sup>nd</sup> Street & 4<sup>th</sup> Avenue Intersection Improvements – Design Phase
  - Design awarded to NEI – Currently at 95% Preliminary Plans
  - Acquiring right of way on west and east side of 4th Ave.
  - Bid to be advertised once right of way is acquired
  - Majority of long lead items have been received
- Los Alamos Curve Realignment
  - Project managed by ADOT as part of their LPA program in coordination with the City of San Luis Public Works Dept.
  - ADOT selected EPS Group as a consultant to design project improvements
  - Project design is ongoing – estimated completion is December 2024
- US 95 Raised Median (Co. 20½ St. to Co. 22<sup>nd</sup> St.)
  - Project managed by ADOT as part of their LPA program in coordination with the City of San Luis Public Works Department
  - ADOT selected Consor as the consultant to design project improvements
  - IGA between COSL and ADOT was executed.
  - Design in process
- Union Street and 4<sup>th</sup> Avenue Intersection
  - Public Works is in the process of selecting a consultant for the design of this intersection
- 6<sup>th</sup> Avenue Extension (Union Street to County 2<sup>nd</sup> Street) and County 22<sup>nd</sup> Street Evaluation
  - Design was awarded to JDA
  - 30% design complete
- 10<sup>th</sup> Avenue Widening (Cesar Chavez Boulevard to County 22<sup>nd</sup> St.)
  - Public Works is working with Planning & Zoning to produce a conceptual design

## Maintenance Improvement Districts

- Landscape maintenance performed by third-party contractor of (8) locations – Public Works is assisting Parks & Grounds with the managing of these districts temporarily

## Sand Control

- Public Works has installed wheat straw bales to help with sand control at the following locations:
  - At various intersections on 10th Ave.
  - 24th Ave. between south of San Luis Ln.
  - Public Works is evaluating installation of future locations

## Street Light Projects

- Public Works is working on five street lighting projects:
  - Co. 24<sup>th</sup> Street, APS has delivered materials to work site. Pending completion.
  - Co. 22<sup>nd</sup> Street, APS is installing a distribution pole at the east end of the project near Sidewinder Rd. to accommodate for the overhead primary extension that will serve the traffic signal.
  - 6<sup>th</sup> Avenue, underground work has been completed on 6/28/24. Pending APS completion
  - 10<sup>th</sup> Ave underground work has been completed on 6/28/24. Pending APS completion.
  - Sidewinder Road, project has been initiated with APS. Project will be completed as part of the traffic signal project in FY25.

## Solid Waste & Highway Users

### Solid Waste

Our SW Crew collected a total of 1176.80 tons in May of residential and commercial waste.



All garbage trucks are serviced and washed on Wednesdays.

### Highway Users

## Street Maintenance

Our crews worked on removing excessive dirt, debris, trash, and tree branches obstructing the City's right-of-way in various areas around City Limits.

- Removed excessive dirt/trash.
  - Main St.
  - Urtuzuastegui St.
  - 4th Ave.
  - 5<sup>th</sup> Ave.
  - 6<sup>th</sup> Ave.
  - 7<sup>th</sup> Ave.
  - 8<sup>th</sup> Ave.
  - Cesar Chavez Blvd.
  - 9<sup>th</sup> Ave.
  - 10<sup>th</sup> Ave.
  - Co. 22<sup>nd</sup>



Highway Users crew giving maintenance to our streets.

## Street & Sidewalk R/R

A total of 71 yards of concrete and 30 tons of asphalt were used to repair various areas around the city

- R/R Sidewalks
  - 'D' St.
  - 5<sup>th</sup> Ave.
  - McCain Ave
  - Main St.
  - Archibald St.
  - Union St.
  - Lakin Dr.
  - Bienestar Ln.
  - San Luis Ln & Ave. 'E'

### Graffiti Clean-up

- Graffiti was removed from several areas around the City

### San Luis Clean Up Project (Assistance from inmates)

- Aracely St. • San Luis Ln. • 19<sup>th</sup> Ave. • 20<sup>th</sup> Ave.
- 21<sup>st</sup> Ave. • 23<sup>rd</sup> Ave. • Co. 24<sup>th</sup> • Ave F, Ave F ½



Our HW crew receiving assistance from inmates.

### Miscellaneous Projects

- 2024 Storm Cleanup - HU crews assisted with storm cleanup in various areas around the City.

### Water Truck

The water truck went through the following areas to avoid excessive dust on roads:

- Public Works Yard • Solid Waste Yard • WW Yard

### Sweeper

The sweeper continued their route as usual trying to go by each street at least once a month to help ease the excessive dirt/sand in certain areas.



Sweeper maintaining our roads free of excessive dust.

### Water



Our Water Operators maintain all 7 Well Sites that are in various areas around the city. Maintenance and repairs were also done to all Well Sites.

### ADEQ

- Water samples are taken from various areas/residences to meet ADEQ regulations. Samples are taken daily and monthly.



All wells are serviced to ensure the proper function and be able to provide safe drinking water to our residents.

### Service Orders – Hot, dirty, and low water pressure, repairs:

- Operators received a total of 4 service orders for this month
  - Open/Close meters - 19 meters
- Hot, dirty, and low water pressure
  - 2263 D. Riedel Blvd.      ○ 1135 Kennedy Ln.
  - 1133 San Luis Ln.      ○ 1560 San Luis Ln.
- Cut asphalt/concrete/installed monuments
  - 4014 Los Olivos Dr.      ○ 446 Juarez St.
  - Harris Ave. & Bianca St.      ○ 'E' Ave. & San Luis Ln.
- R/R angle stops/broken lines/water leaks
  - 335 Saguaro Ave.      ○ 1381 Bienestar Ln.
  - 1143 Kennedy Ln.      ○ 1588 Bienestar Ln.

### Project Inspections/Locates

- Los Mezquites III
- Bienestar Townhomes
- Water main loop connection by DPE Construction – Urtuzuastegui St.
- Water main pipeline loop connection by Yuma Valley Contractors – Villareal Ave.
- Plaza Colibri Bac-t sampling
- ATS Trucking Storage Production Bac-t sampling
- Reviewed new filtration system project at Well Site 5 with MGC Contractors
- Exercised water main valves – Los Portales

## Wastewater



Our Wastewater Operators maintain a total of 12 Lift Stations and 2 main Wastewater Treatment Plants

- East WWTP
- West WWTP
- Lift station 300
- East Mesa LS
- Merrill LS
- Los Alamos LS
- San Luis HS LS
- Gadsden LS
- Escondido LS
- Lakin LS
- POE LS #3 & 3<sup>a</sup>
- Los Olivos LS
- Rio Seco LS
- Juan Sanchez LS

### ADEQ

Treated water samples were taken and sent to the lab for testing. Results are later sent to ADEQ to ensure we meet all their requirements. Samples are taken daily, weekly, monthly, quarterly, and annually.

### SARS-CoV-2

Our staff continues to send influent water samples for the detection of SARS-CoV-2

#### Lift Stations & Treatment Plants R/R

Our WW operators had the following repairs:

- (1) GFI replaced
- Fumigation by Roach Pest Ctrl.
- (1) Troubleshooting Hydromanger
- (1) New compressor installed
- (1) Blower 2 VFD screen replaced
- for Vapex Odor Control System

#### CCTV Inspections

- SLHS 8 inch sewer line
- 1085 Bienestar Ln.

### Wastewater Collection

- High School Sewer Line
- Escondido St.
- Hidalgo Ave.
- 7<sup>th</sup> Ave.
- 10<sup>th</sup> Ave.

### Cleaned laterals/Odor Control

- (1) Service Orders



Routine maintenance is done to all lift stations and treatment plants daily.

#### Miscellaneous Projects

Our staff assisted with the following:

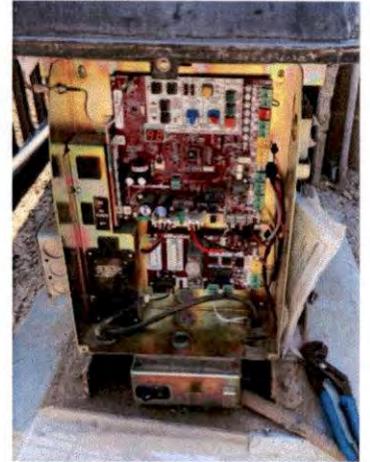
- West WW Treatment Plant
  - Generator transfer switch control panel replaced
- East WW Treatment Plant
  - Gate Project completed
  - Block wall completed
- New clean-out installed at 18434 Gadsden St.

## Electrical



### Wastewater

- West WWTP
  - Installed and connected pump for digester #4
  - Removed and replaced LCD screen from blower #6
  - Troubleshooted motor gates
  - Troubleshooted aeration blower #4 compressor
- East WWTP
  - Installed grounding wire
  - Troubleshooted aeration blower #2 VFD
  - Installed electrical boxes and pvc for chlorine room
- LS #300
  - Troubleshooted crane
  - Removed and replaced a contractor relay
  - Troubleshooted mechanical alarm



Our Electrician worked on various electrical repairs for our Wastewater and Water Divisions.

### Water

- Well Site #1
  - Removed and replaced three pole breakers

### Parks & Recreation

- Troubleshooted electrical system at swimming pool
- Removed and replaced starter

## Fleet Services



- 142 vehicles were repaired/serviced for June and attended to 31 service calls
- 4 vehicles are waiting for parts



## Code Compliance



Our Code Compliance specialist conducted various inspections around town to ensure our streets/sidewalks are safe for all residents:

- Uncontrolled Vegetation (1)
  - Public Safety Obstructions (11)
  - Obstructions to Traffic Flow (1)
  - Obstructions to Waterways (5)
  - Encroachment (1)
  - Other nuisances (25)
- Total: 44**



**Sweeper Route - June 2024**

All logs available upon request.

**Week of  
6/3 - 6/7**

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.	San Luis Ln.	Gonzalez Dr.	Bernal Dr.	Madrigal Dr.
Sanchez Dr.	Fuentes Dr.	Arciga Dr.	Figuroa Dr.	Montaño Dr.	Terrazas Dr.	

Santa Cecilia #3 & #4

Plumeria Ave.	Udall Ln.	Monreal Ln.	San Pedro St.	Los Olivos Dr.	San Francisco St.	Aracely St.
Ortega St.	Hoyos St.	Nadine St.	Jett St.	Agave Ave.	Saguaro Ave.	San Luis Ln.

**Week of  
6/10 - 6/14**

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.					

**Week of  
6/17 - 6/21**

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

Quintero Ave.	Torres St.	Ajaime 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.	Urtzuastegui 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**  
6/24 - 6/28

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.
6th Dr.	7th Ave.	7th Pl.	Liberty St.	California St.	Arizona St.	Constitution St.
Pepp Dr.						

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.	Gonzalez Ave.	Garcia Blvd.				

Santa Cecilia #1 & #2 & Bienestar #10

Emmanuel Ave.	San Marcos St.	Santa Palmira St.	San Antonio St.	San Diego St.	San Gabriel St.	Christian Ave.
Ortega St.	Hoyos St.	Nadine St.	Jett St.	Jaxon St.	Amarely Ave.	Jenkins Ave.
19th 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.	



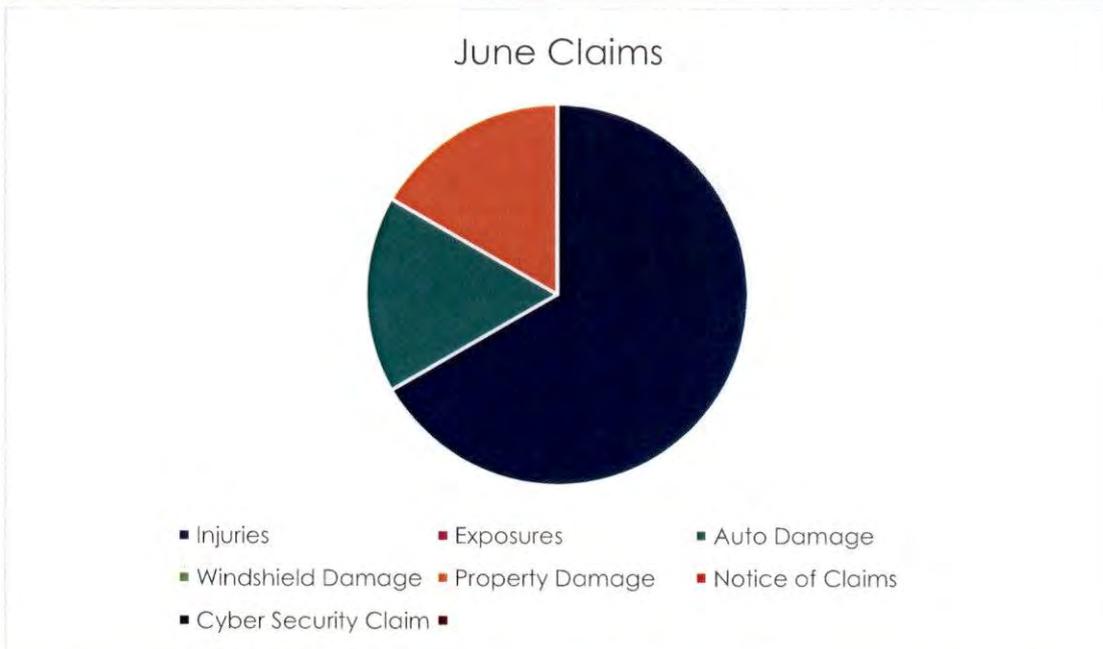
CITY OF SAN LUIS, AZ  
**HUMAN RESOURCES  
DEPARTMENT**  
YOUR FUTURE BEGINS HERE.

# **RISK MANAGEMENT OPERATIONS REPORT**

# **JUNE 2024**

CITY OF SAN LUIS | 800 E Cesar Chávez Blvd. San Luis, AZ 85349 | [www.sanluisaz.gov](http://www.sanluisaz.gov)

TOTAL CLAIMS REPORTED	
Injuries	4
Exposures	0
Auto Damages	1
Windshield Damages	0
Property Damages (K9 Injury)	1
Notice of Claims	0
Cyber Security Claims	0
<b>TOTAL</b>	<b>6</b>



## HAZARD ASSESSMENTS

### Sun/Heat Exposure and PPE Assessments –

- A heat exposure assessment involves evaluating the level and impact of heat stress on individuals in a given environment, particularly those in workplaces where high temperatures are a concern. This process is critical for ensuring the health and safety of workers who might be exposed to hazardous levels of heat.
- Public Works
- Parks
- Police Department

<p><b>Work Out with Police/Community Event - Event Hazard Assessment/Evaluation</b></p> <ul style="list-style-type: none"> <li>The assessment involves identifying potential risks associated with physical activities and interactions during the event, evaluating the level of these risks, and implementing control measures to ensure the safety of all participants.</li> </ul>
<p><b>Fernando Padilla/Senior Center – Parking area and Park/School Access Evaluation</b></p> <ul style="list-style-type: none"> <li>Evaluate traffic flow and parking area congestion and potential hazard and exposure to our Senior Center participants, General Public and city employees.</li> </ul>
<p><b>Food Bank Distribution – New Location Evaluation</b></p> <ul style="list-style-type: none"> <li>The assessment involves identifying potential risks to ensure the safety and well-being of all participants, including volunteers, staff, and recipients.</li> </ul>
<p><b>Senior Center – Kitchen Chemical Review</b></p> <ul style="list-style-type: none"> <li>Conducting a hazard assessment for the use of corrosive chemicals involves identifying potential risks associated with their use, evaluating the severity of these risks, and implementing control measures to protect workers and the environment.</li> </ul>

<b>SAFETY WALKTHROUGHS &amp; SITE VISITS</b>	
<b>Department</b>	<b>Date</b>
Municipal Pool	June 13, 2024
OSHA PEPP Program -Fleet Shop -Fire Dept Station #1 - Parks Grounds/Admin Office	June 12, 2024

<b>IN – PERSON SAFETY TALKS – JUNE 2024</b>	
<b>Department</b>	<b>Topic</b>
Parks and Rec	Bloodborne Pathogens
Facilities	Bloodborne Pathogens
Wastewater	Bloodborne Pathogens
Fleet	Bloodborne Pathogens
Hwy Users and Sanitation	Bloodborne Pathogens
Water	Bloodborne Pathogens

**ONLINE (EMAIL)**

## SAFETY TALKS – JUNE 2024

Department	Topic
All City Personnel	Bloodborne Pathogens

## MAJOR PROJECTS

### SAFETY & RISK MANAGEMENT

- **Safety Orientation Presentation for New Hires**
  - June 26, 2024 – New San Luis Municipal Pool and Recreation Hires
  - Safety Orientation for new hires is a critical component of workplace safety programs. It helps ensure that new employees understand the potential hazards of their jobs and the procedures in place to mitigate these risks
  - It helps promote a safety culture, helps reduce accidents and injuries and helps meet compliance with regulations.
- **Lock Out/Tag Out Training**
  - Coordination and Preparation of the In-Person lock out/tag out training to be presented to the Fleet Division in July by our Safety Officer.
  - Lockout/Tagout training is a critical safety program designed to prevent accidents and injuries by controlling hazardous energy during the servicing and maintenance of machinery and equipment.
- **Random Drug Screen Process Review**
  - Currently working on establishing a random drug screening process.
  - Working with Legal to categorize the safety sensitive positions that will participate in the program.
  - Implementing a random drug screening process is vital for maintaining a safe, productive and compliant workplace. By having this program in place, it can enhance workplace safety, boost productivity, ensure compliance with regulations, deters drug use, protects employer liability and can help promote a positive work environment.
- **4<sup>th</sup> of July Insurance Coverage**
  - Prepared the submittal and review of insurance coverages for the 4<sup>th</sup> of July fireworks event.
- **OSHA PEPP Program Quarterly Visit - June 12, 2024**
  - Fleet Services
  - Fire Station #1
  - Parks and Recreation
  - The Arizona Industrial Commission's PEPP Program is designed to help enhance workplace safety and health for public sector employees.

**SAFETY TALK SESSION – Bloodborne Pathogens**

# BLOODBORNE PATHOGENS



CITY OF SAN JOSE  
HUMAN RESOURCES  
RISK MANAGEMENT  
DEPARTMENT  
SAFETY STARTS WITH ME & YOU

## UNIVERSAL PRECAUTIONS FOR THOSE EXPOSED TO BLOOD OR OTHER POTENTIALLY INFECTIOUS MATERIALS IN THEIR OCCUPATION

<p><b>PROTECT YOURSELF</b></p> <p>All blood and bodily fluid must be treated as if they were infected with:</p> <ul style="list-style-type: none"> <li>• HUMAN IMMUNODEFICIENCY VIRUS (HIV) which frequently leads to AIDS.</li> <li>• HEPATITIS B VIRUS (HBV)</li> <li>• OTHER BLOODBORNE PATHOGENS (Microorganisms found in human blood which can cause disease).</li> </ul>	<p><b>KNOW THE RULES</b></p> <p>Be familiar with your organization's exposure control plan.</p> <p><b>MAKE SURE YOU KNOW:</b></p> <ul style="list-style-type: none"> <li>• VACCINATION REQUIREMENTS</li> <li>• PROCEDURES</li> <li>• PRACTICES</li> <li>• PROPER REPORTING REQUIREMENTS FOR INCIDENTS OF EXPOSURE.</li> </ul>	<p><b>KNOW YOUR COLORS</b></p> <ul style="list-style-type: none"> <li>• RED BAGS OR CONTAINERS DON'T NEED TO BE LABELED. THEIR COLOR INDICATES THEY MAY CONTAIN BIOHAZARDS.</li> <li>• FLUORESCENT ORANGE-RED LABELS AND SIGNS WITH CONTRASTING LETTERING OR SYMBOLS ARE APPROPRIATE.</li> </ul> <p style="text-align: center; color: red;"><b>READ ALL LABELS AND SIGNS</b></p>	<p><b>WEAR THE RIGHT EQUIPMENT</b></p> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">  LAB COATS, APRONS, GOWNS             </div> <div style="text-align: center;">  SHOE COVERS             </div> </div> <div style="display: flex; justify-content: space-around; align-items: flex-start; margin-top: 10px;"> <div style="text-align: center;">  FACE MASKS             </div> <div style="text-align: center;">  SPLASH GOGGLES             </div> </div> <div style="display: flex; justify-content: space-around; align-items: flex-start; margin-top: 10px;"> <div style="text-align: center;">  GLOVES             </div> <div style="text-align: center;">  FACE SHIELDS             </div> </div>
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## PROPER PROCEDURE CAN REDUCE YOUR RISK OF INFECTION TO ZERO

<p><b>WASH HANDS</b></p>  <p>AND FOLLOW SAFE HYGIENE AND WORK PRACTICES.</p>	<p><b>DISPOSE OF NEEDLES IN APPROPRIATE CONTAINERS</b></p> <div style="display: flex; align-items: center; justify-content: center; margin: 10px 0;">   </div> <p><b>NEVER</b> RECAP, BEND, OR BREAK NEEDLES.</p>	<p><b>FOLLOW PROPER DISPOSAL PROCEDURES.</b></p> <p>CONTAMINATED LAUNDRY AND PERSONAL PROTECTIVE EQUIPMENT SHOULD BE DISPOSED OF IN PROPERLY DESIGNATED AREAS.</p> <div style="display: flex; justify-content: center; align-items: center; margin-top: 10px;">   </div>	<p><b>KEEP IT CLEAN</b></p> <p>CLEAN WORKSITE AND DECONTAMINATE EQUIPMENT. FOLLOW ALL SAFE HANDLING PROCEDURES.</p> <hr/> <p><b>DON'T FORGET</b></p> <p>ALL BODY FLUIDS SHOULD BE HANDLED AS IF POTENTIALLY INFECTIOUS.</p>
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# NATIONAL SAFETY MONTH –June National Safety Month Activity & Giveaways

## 10 HEALTH & SAFETY TIPS FOR THE WORKPLACE

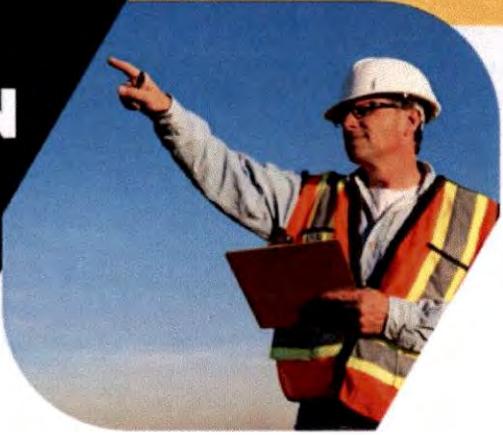


<p><b>FOLLOW SAFETY PROCEDURES</b></p> <p>Always adhere to the safety protocols and procedures established by your employer. This includes understanding emergency exits, fire drills, and the use of equipment.</p>	<p><b>MANTAIN GOOD POSTURE</b></p> <p>Whether sitting or standing, maintain a posture that supports your back and reduces strain. Use ergonomic chairs and adjust your workstation to avoid repetitive strain injuries.</p>
<p><b>WEAR APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT (PPE)</b></p> <p>Use the required PPE for your tasks, such as helmets, gloves, safety glasses, and ear protection. Ensure PPE is in good condition and fits properly.</p>	<p><b>STAY HYDRATED AND EAT HEALTHILY</b></p> <p>Drink plenty of water throughout the day and eat nutritious meals to maintain energy levels and overall health. Avoid excessive caffeine and sugary snacks.</p>
<p><b>TAKE REGULAR BREAKS</b></p> <p>Take short, frequent breaks to rest your eyes, stretch, and move around. This helps prevent fatigue and reduces the risk of musculoskeletal problems.</p>	<p><b>REPORT UNSAFE CONDITIONS</b></p> <p>Immediately report any unsafe conditions, hazards, or potential risks to your supervisor. Do not assume someone else will take care of it.</p>
<p><b>STAY ALERT AND AVOID DISTRACTIONS</b></p> <p>Stay focused on your tasks and avoid distractions such as using mobile phones or engaging in non work related conversations while working.</p>	<p><b>USE EQUIPMENT PROPERLY</b></p> <p>Ensure you are trained in the correct use of any tools or machinery you operate. Never take shortcuts or bypass safety features.</p>
<p><b>PRACTICE GOOD HYGIENE</b></p> <p>Wash your hands regularly, especially before eating and after using the restroom. Keep your workspace clean and disinfect shared equipment and surfaces.</p>	<p><b>SUPPORT MENTAL HEALTH</b></p> <p>Pay attention to your mental well-being. Seek support if you're feeling overwhelmed or stressed. Utilize any employee assistance programs or mental health resources offered by your employer.</p>



New Safety Orientation Program – New Hires

# NEW HIRE SAFETY ORIENTATION



HUMAN RESOURCES  
RISK MANAGEMENT  
DEPARTMENT

## OUR TEAM



**MARIA SABORI**  
Risk Manager



**VICTOR DE LA TORRE**  
Safety Officer



**FERNANDA IBARRA**  
Risk Management  
Office Assistant





# San Luis Municipal Court

## June 2024 Monthly Update

### Events:

- San Luis Municipal Court hosted the Campesinos Sin Fronteras Summer Program mock trial
- Girls Scout Troop 360 visited the San Luis Municipal Court
- Judge Figueroa attended the Campesinos Sin Fronteras Summer Program mock trial at Justice of the Peace, Precinct #2

### Court Security Count:

- 1,165 patrons visited the courthouse
- 29 law enforcement checked in
- 6 events where contraband was located



### Meetings:

- Met with other Departments/Divisions concerning ongoing efforts on building safety/improvements
- Attended Department Head Meetings

### Revenue:

- See spreadsheet on the next two pages containing the Municipal Court's end-of-the-month report

### Updates:

- The Court data room clean-up project was completed with the assistance of several City departments, including IT, Facilities, Risk Management, Fire, Police Department, and support from the Yuma County Superior Court IT.
- The Court life and safety gate modifications were completed with the assistance of several City departments, including Facilities and Fire.

### Trainings:

- Court staff attended trainings hosted by the AOC, including training on Processing Protective Orders, Bonds Management, Case Worksheets and Limited Jurisdiction Warrants.
- Judge Figueroa attended the 2024 Judicial Conference in Tucson, AZ



Period Covered: JUNE 2024  
 Prepared by: Alejandra Peru  
 Title: Court Administrator  
 Prepared date: 7/5/2024

GL ACC NUM	CODE	GL ACCOUNT NAME	Amount
<b>HOLD ACCOUNTS</b>			
2-79-11		UNAPPLIED PAYMENTS	\$ 1,373.95
2-79-51		DDS HOLD ACCOUNT	\$ -
2-71-01	ZBND	BOND POSTED	\$ 7,448.00
2-92-01	ZHRFX	CITING AGENCY SUSPENSE - 28-2533 REGISTRATION VIOLATION	\$ -
2-92-03	ZOS	CITING AGENCY SUSPENSE - 12-116.04C OFFICER SAFETY EQUIPMENT	\$ -
2-72-01	ZOVR	REFUNDABLE OVERPAYMENTS	\$ 56.92
2-41-01	ZREST	RESTITUTION	\$ 375.00
2-92-02	ZSLPX	CITING AGENCY SUSPENSE - 28-4139 LICENSE PLATE VIOLATION	\$ -
<b>TOTAL HOLD ACCOUNTS</b>			<b>\$ 9,253.87</b>
<b>ACCOUNTS PAYABLE</b>			
4-23-01	ZHRFC	28-2533 REGISTRATION VIOLATION	\$ -
2-21-53	ZOS2	2011 ADDITIONAL ASSESSMENTMT (JUSTICE COURTS SHARE)	\$ 152.10
4-23-03	ZOS3	OFFICER SAFETY EQUIPMENT (SAN LUIS POLICE DEPARTMENT)	\$ 590.96
2-15-32	ZOSS	STATE CITING AGENCIES - 2011 ADDITIONAL ASSESSMENT (AZ DEPT PUB SFTY, PHOENIX)	\$ -
4-23-02	ZSLPC	28-4139 LICENSE PLATE VIOLATION (SLPD)	\$ 177.60
2-51-03	ZOSX(5)	2011 Additional Assessment - Citing Agency Share - (ADOT)	\$ -
2-51-03	ZOSX(3)	2011 Additional Assessment - Citing Agency Share - (SAN LUIS POLICE DEPARTMENT)	\$ -
2-51-03	ZOSX	2011 Additional Assessment - Citing Agency Share - (SOMERTON POLICE DEPARTMENT)	\$ 17.36
2-51-02	ZSLPX	28-4139 LICENSE PLATE VIOLATIONS - CITING AGENCY SHARE (ADOT)	\$ -
2-51-02	ZSLPX	28-4139 LICENSE PLATE VIOLATIONS - CITING AGENCY SHARE (SLPD)	\$ -
2/12/1962	ZSLPD	CIVIL PENALTY - SUSPD/DISPLAY LICENSE PLATE VIOLATIONS (CITING AGENCY)	\$ -
<b>TOTAL ACCOUNTS PAYABLE</b>			<b>\$ 938.02</b>
<b>GENERAL FUND</b>			
4-91-04		FORFEITED OVERPAYMENTS	\$ -
4-21-81	ZASZ	SCHOOL ZONE ADDITIONAL ASSESSMENT	\$ -
4-39-41		PROSECUTION FEE	\$ -
4-39-72	ZATT	INDIGENT DEFENSE ADMINISTRATIVE ASSESSMENT	\$ -
2-31-01	ZATT	INDIGENT DEFENSE ATTORNEY FEES (IN COUNTY)	\$ 3,410.36
2-15-33	ZCAA1	ADDRESS CONFIDENTIALITY PROGRAM ASSESSMENT	\$ -
4-29-22	ZCAA2	ADD CONFIDENTIALITY PROGRAM ASSESSMENT - LOCAL PORTION	\$ -
4-31-01	ZDDS	COURT DEFENSIVE DRIVING SCHOOL FEE	\$ 6,800.00
4-31-02	ZDEFP	DEFERRED PROSECUTION FEE	\$ 300.00
4-21-10	ZFINE	CIVIL TRAFFIC FINES	\$ 9,612.47
4-22-30	ZFINE	CRIMINAL FINES - NON TRAFFIC	\$ 349.26
4-22-10	ZFINE	CRIMINAL TRAFFIC FINES (DUI)	\$ 2,296.82
4-22-20	ZFINE	CRIMINAL TRAFFIC FINES (NON-DUI)	\$ 489.82
4-21-90	ZFINE	OTHER CIVIL	\$ 20.00
4-21-95	ZFINE	GENERIC BASE FINE	\$ 1,053.86
4-49-07	ZFINE	LOCAL CIVIL TRAFFIC - CV	\$ 10.58
4-21-71	ZHRF2	CRT REIMBURSEMENT FEES (HURF-RELATED CV WT VIOLATIONS)	\$ 1.24
4-59-04	ZFINE	OFFENSES - CR	\$ 12.08
4-39-09	ZLCL	OTHER CLERK FEES	\$ 100.00
4-11-01	ZMISC	TITLE 22 FILLING AND ANSWER FEES	\$ 197.22
4-45-01	ZPARK	PARKING FINES	\$ 144.70
4-49-05	ZTCOR	OFFENSES - CV	\$ 70.00
4-91-02	ZOVF	NON-REFUNDABLE OVERPAYMENTS	\$ 2.90
4-91-03	ZFOR	BOND FORFETURES	\$ -
<b>TOTAL GENERAL FUND</b>			<b>\$ 24,871.31</b>

<b>SPECIAL REVENUE COURT FUND</b>			
4-30-04	ZCTEF	COURT ENHANCEMENT FEE	\$ 4,714.62
4-32-01	ZDEF	DEFAULT FEE	\$ 1,802.73
4-13-03	ZJCL	LOCAL JUDICIAL ENHACMENT FUND. (\$7 LOCAL PORTION OF THE TIME PAYMENT FEE)	\$ 721.00
4-13-02	ZJCLF	TITLE 22 OTHER FEES (LOCAL JCEF)	\$ 22.62
4-32-03	ZWAR	WARRANT FEE	\$ 244.91
<b>TOTAL SPECIAL REVENUE COURT FUND</b>			<b>\$ 7,505.88</b>
<b>STATE OF ARIZONA TREASURER</b>			
2-14-08	ZADPS	ADPS FORENSIC FUND	\$ 975.13
2-14-03	ZCEF	CEF- PENALTY ASSESSMENT NOT FROM DPS PHOTO ENFORCMENT	\$ 1,798.18
2-14-09	ZCEF2	1% CLEAN ELECTIONS FUND	\$ 142.77
2-14-01	ZCJEF	CJEF PENALTY ASSESSMENT	\$ 7,461.87
2-11-11	ZCPRF	CHILD PASSENGER RESTRAINT FUND	\$ -
2-11-25	ZDECJ	DRUG & GANG ENFORCEMENT ACCOUNT	\$ 10.54
2-14-05	ZDNAS	DNA PENALTY ASSESSMENT	\$ 75.99
2-15-11	ZDUIA	DUI ABATEMENT FUND ASSESSMENT	\$ 3.60
2-15-34	ZDVSF	DOMESTIC VIOLENCE ASSESSMENT	\$ -
2-13-23	ZFAR1	FARE-Special Collections	\$ 368.66
2-13-22	ZFAR2	FARE-Delinquency Fee	\$ 43.74
2-13-25	ZFAR3	FARE-Enhanced Special Collections	\$ 507.92
2-13-24	ZFAR4	FARE-Enhance Delinquency Fee	\$ 409.31
2-14-04	ZFTGS	FTG PENALTY ASSESSMENT	\$ 1,231.66
2-11-35	ZHRF1	HIGHWAY USER REVENUE FUND (WEIGHT VIOLATIONS)	\$ 246.82
2-11-36	ZHRF3	HIGHWAY USER REVENUE FUND (REGISTRATION VIOLATIONS)	\$ -
2-13-52	ZJCS	JCEF TIME PAYMENT FEE - STATE	\$ 1,133.00
2-13-53	ZJCS	TPF-PUBLIC DEFENDER TRAINING FUND	\$ 206.00
2-13-51	ZJCSF	JCEF TITLE 22 FEES - STATE	\$ 52.16
2-14-02	ZMSEF	MSEF PENALTY ASSESSMENT	\$ 2,287.72
2-15-31	ZOS1	2011 ADDITIONAL ASSESSMENT - STATE	\$ 1,217.46
2-15-13	ZPCOF	PRISON CONSTRUCTION AND OPERATIONS FUND ASSESSMENT	\$ 2,354.45
2-15-42	ZPOTE	PEACE OFFICER TRAINING EQUIP FUND	\$ 594.11
2-14-06	ZPRSU/PR S6	JCEF PROBATION ASSESSMENT - ST	\$ 2,722.38
2-15-14	ZPSEF	PUBLIC SAFETY EQUIPMENT FUND ASSESSMENT	\$ 2,853.33
2-15-43	ZVCAF	\$9 VICTIMS RIGHT PENALTY (37.6%)	\$ 515.38
2-15-37	ZVREA	VICTIM RIGHTS ENFORCEMENT FUND	\$ 308.59
2-15-44	ZVRF	\$9 VICTIMS RIGHT PENALTY (62.4%)	\$ 855.95
			\$ -
<b>TOTAL STATE OF ARIZONA TREASURER REVENUE</b>			<b>\$ 28,376.72</b>
<b>TOTAL</b>			<b>\$ 70,945.80</b>

<b>DISBURSEMENTS:</b>		
STATE	\$	28,376.72
CITY	\$	24,871.31
COUNTY (2-21-53)	\$	152.10
JCEF (4-13-03 + 4-13-02)	\$	743.62
CEF (4-30-04)	\$	4,714.62
WARRANT FEES (4-32-03)	\$	244.91
<b>CITING AGENCIES:</b>		
SLPD	\$	590.96
DPS	\$	-
ADOT	\$	-