



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, Administrative Services Manager

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

**DATE:** December 20, 2024

**SUBJECT:** Monthly Reports for November 2024

---

The monthly reports submitted for November 2024 are attached. If you have any questions, please feel free to contact the pertinent department.

Thank you.

## MONTHLY REPORTS DEPARTMENT ROSTER

**MONTH OF:** November 2024

DEPARTMENT	TURNED IN	MISSING
Administration-Communications Division	X	
Billing & Collections	X	
Development Services	X	
Economic Development	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 :** 12

**TURNED IN:** 11

**MISSING:** 1

# SOCIAL MEDIA METRICS

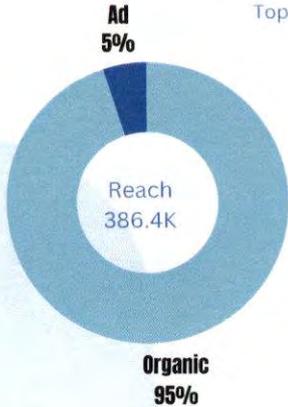


**@SANLUISAZGOV**  
NOVEMBER 2024

## facebook

Audience - total followers 19,686

29.7% of views are coming from San Luis, AZ residents



Top Content Formats (measured by reach)

Photos	17,184
Videos	6,321
Multi Photo	17,668
Text	28,726
Links	10,178
Others	8,338
Stories	5,689
Reels	1,140

Total Published Content Breakdown  
33 Photos - 8 Videos - 15 Stories - 4 Text - 8 Videos

## Instagram

Audience - total followers 3,860

38.4% of views are coming from San Luis, AZ residents

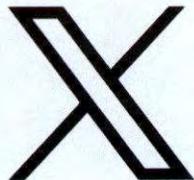


**Giddy up! 🤠 Get your boots and hats read...**  
Fri Nov 1 11:39am  
5.1K 121 4

**Ya están listos?**  
Thu Nov 14 4:50pm  
5K 70 0 87

Top Posts by views

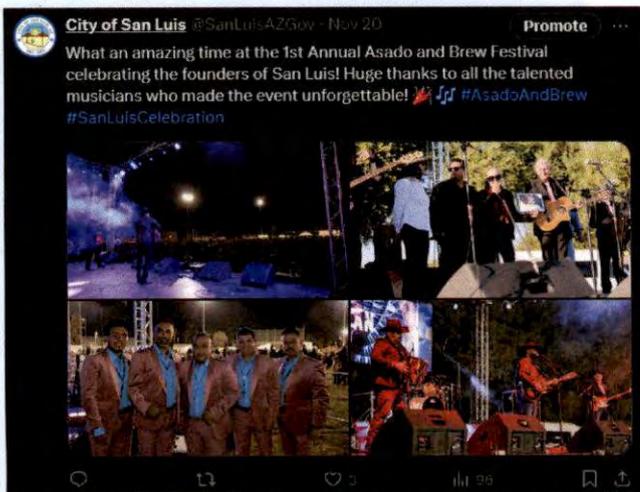
Total Published Content Breakdown  
38 Feed Post - 39 Stories



Total Reach	499
Total New Post	10
Total Followers	1,048

## LinkedIn

Impressions	1,826
New Followers	9
Total Followers	708
Page visits	94



Most reached



Highest Impressions - 680

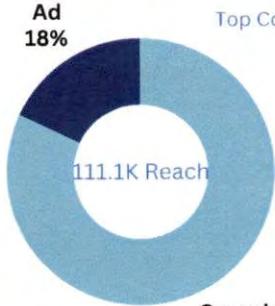
# @SANLUISAZPARKS

NOVEMBER 2024



Audience - total followers 13,700

35.9% of views are coming from San Luis, AZ residents



Top Content Formats (measured by reach)

Photos	26,339
Videos	2,196
Multi photo	17,274
Text	14,721
Links	31,589
Others	4,754
Stories	6,301
Reels	43,465
MultiMedia	8

Total Published Content Breakdown

26 Stories - 8 Reels - 10 Photos - 4 Text - 2 Video



Audience - total followers 1,102

52% of views are coming from San Luis, AZ residents

17 Feed Post - 74 Stories



Top Posts by views



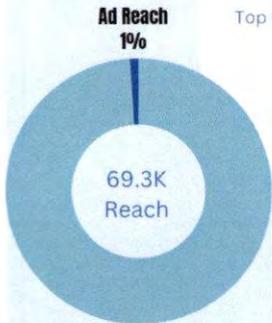
Organic 100%

# @SLPDAZ

NOVEMBER 2024

Audience - total followers 26,990

24% of views are coming from San Luis, AZ residents



Top Content Formats (measured by reach)

Photos	55,831
Videos	1,202
Multi photo	22,563
Text	1,735
Links	6,164
Others	2,811
Reels	47
MultiMedia	1
Stories	5,592

Total Published Content Breakdown

9 Photos - 3 Stories - 2 Links

Audience - total followers 1,624

20.1% of views are coming from San Luis, AZ residents

6 Feed Post - 3 Stories



Organic Reach 100%



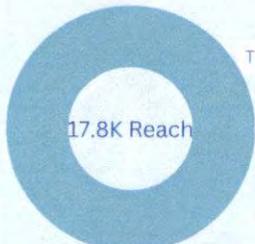
Top Posts by views

# @SLFDAZ

NOVEMBER 2024

Audience - total followers 3,038

38.3% of views are coming from San Luis, AZ residents



Top Content Formats (measured by reach)

Photos	3,29962
Videos	47
Multi photo	1,571
Links	92
Others	273

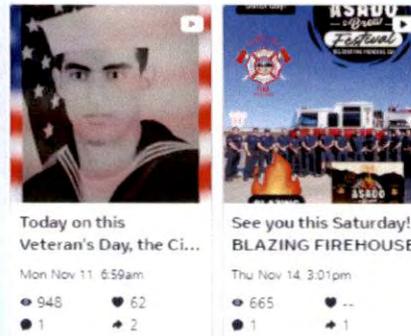
Total Published Content Breakdown

8 Photos - 2 Stories

Audience - total followers 849

32.7% of views are coming from San Luis, AZ residents

9 Feed Post - 3 Stories



Top Post by View



Organic Reach 100%

# SANLUISAZ.GOV METRICS

## TOP 20 MOST VISITED PAGES

NOVEMBER 2024

<input type="checkbox"/>	Page title and screen class ▾	+	↓ Views
<input type="checkbox"/>	Total		258,719 100% of total
<input type="checkbox"/>	1 BWC   San Luis, AZ - Official Website		215,375
<input type="checkbox"/>	2 San Luis, AZ - Official Website   Official Website		14,430
<input type="checkbox"/>	3 Public Auction   San Luis, AZ - Official Website		3,556
<input type="checkbox"/>	4 Search • San Luis, AZ • CivicEngage		3,165
<input type="checkbox"/>	5 Asado & Brew Festival - Founders Day Celebration   San Luis, AZ - Official Website		1,337
<input type="checkbox"/>	6 Annual Cleanup Campaign / Limpieza Comunitaria Anual   San Luis, AZ - Official Website		1,100
<input type="checkbox"/>	7 Agendas & Minutes   San Luis, AZ - Official Website		760
<input type="checkbox"/>	8 Upcoming Elections Information   San Luis, AZ - Official Website		737
<input type="checkbox"/>	9 Calendar • Asado & Brew Festival - Celebrating Founders Day		659
<input type="checkbox"/>	10 Voter Information   San Luis, AZ - Official Website		633
<input type="checkbox"/>	11 Utility Bill Payments   San Luis, AZ - Official Website		577
<input type="checkbox"/>	12 Parks & Recreation   San Luis, AZ - Official Website		517
<input type="checkbox"/>	13 My Account • San Luis, AZ • CivicEngage		506
<input type="checkbox"/>	14 Bid Postings • San Luis, AZ • CivicEngage		455
<input type="checkbox"/>	15 Municipal Court   San Luis, AZ - Official Website		442
<input type="checkbox"/>	16 News Flash • General Election Preliminary Results		370
<input type="checkbox"/>	17 Staff Directory • San Luis, AZ • CivicEngage		343
<input type="checkbox"/>	18 City Council   San Luis, AZ - Official Website		340
<input type="checkbox"/>	19 RSS • San Luis, AZ • CivicEngage		330
<input type="checkbox"/>	20 Apply   San Luis, AZ - Official Website		327

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



***Operations Monthly Report***  
***November 2024***

# Billing and Collections Monthly Report

## Bills

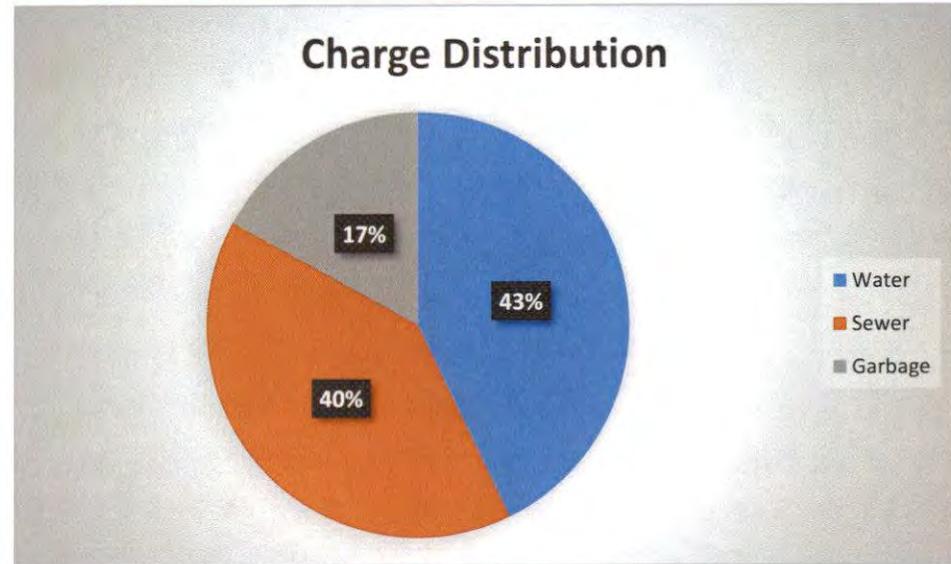
Date Bills Mailed 12/3/2024  
 Number of Accounts Billed 9,235  
 Current Charges \$ 1,177,537.64

### Charge Distribution

Water \$ 504,338.12  
 Sewer \$ 472,940.04  
 Garbage \$ 200,259.48

### Account Distribution

Residential 8749  
 Commercial 294  
 City 143  
 School 30  
 Government 19



## Revenue Collected

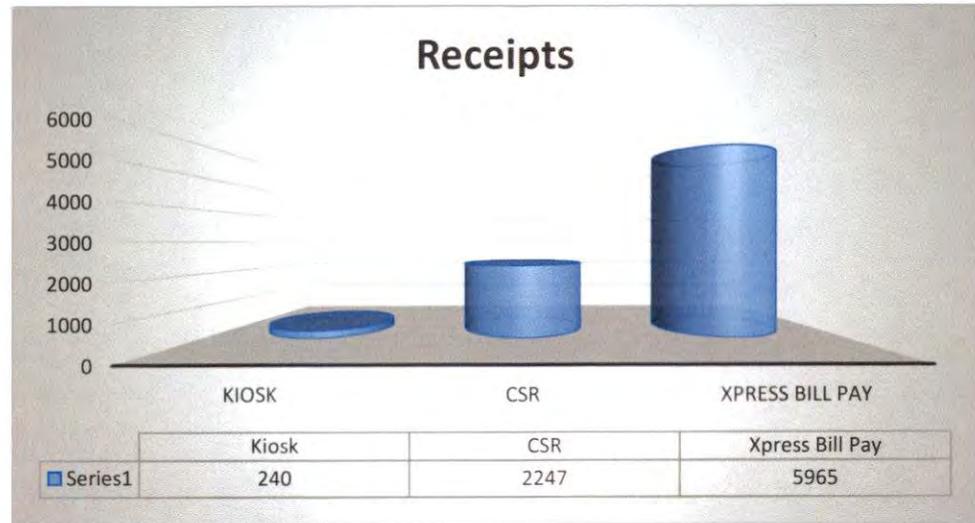
Utilities	\$1,093,506.80
Development Services	\$173,152.90
Fire Department	\$111,510.39
Miscellaneous Revenues	\$109,484.75
Public Works	\$79,969.75
City Utility Accts.	\$73,654.12
Auction Revenues	\$38,869.00
Parks & Recreation	\$5,353.80
EBT Claim Reimbursement	\$3,546.13
Police Department	\$3,464.00
Parking Meters	\$1,419.86
Senior Center Meals - WACOG	\$1,244.00
<b>Total</b>	<b>\$1,695,175.50</b>



# Billing and Collections Monthly Report

## Total Receipts

<b>Customer Service Reps</b>	
Cash	1093
Checks	206
Debit/Credit	948
<b>Total</b>	<b>2247</b>
<b>XpressBillPay</b>	
E-Check	2455
Credit/Debit	3510
<b>Total</b>	<b>5965</b>
<b>Kiosk</b>	
Cash	89
Credit/Debit	151
<b>Total</b>	<b>240</b>



## Meter Reader Technicians

Move-In Accounts	67
Garbage Related	123
Move-Out Accounts	15
Water Related	1543

Delinquent Notices	1004
Past Due Balance Reminders	352
Payment Arrangements	104
Disconnections	119

## 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	\$ 938.24
<b>Total Accounts on Collections</b>	<b>280</b>
<b>Total Amount</b>	<b>\$ 33,473.95</b>

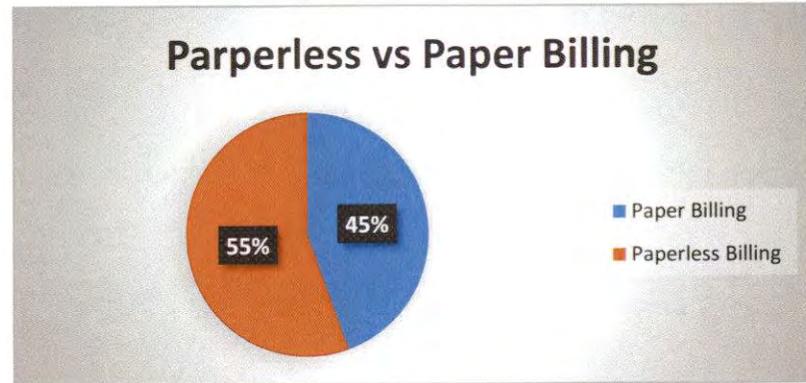
Accounts paid	0
Amount paid	\$ -
<b>Total Accounts paid</b>	<b>65</b>
<b>Amount Collected</b>	<b>\$ 6,766.01</b>

## Paperless Billing

# Billing and Collections Monthly Report

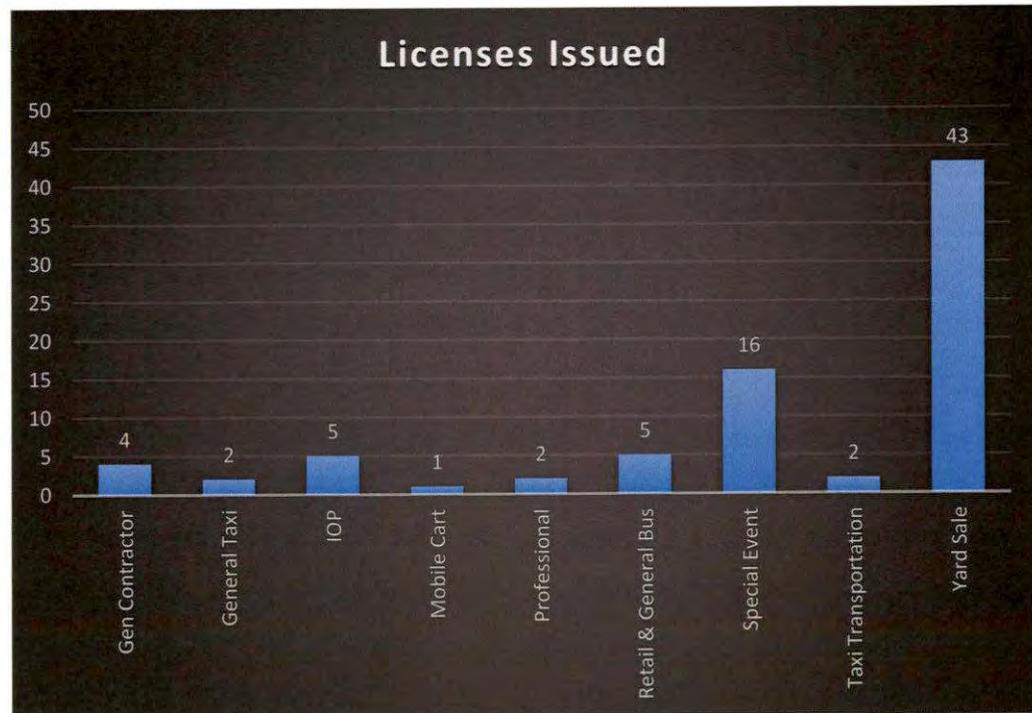
Paper Billing 4110  
 Paperless Billing 5125

Accounts on Autopay 2007



## BUSINESS LICENSE

Licenses Issued/Renewed	
Gen Contractor	4
General Taxi	2
IOP	5
Mobile Cart	1
Professional	2
Retail & General Bus	5
Special Event	16
Taxi Transportation	2
Yard Sale	43
<b>Total</b>	<b>80</b>



# CITY OF SAN LUIS



## DEVELOPMENT SERVICES DEPARTMENT

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

## OPERATIONS MONTHLY REPORT

**NOVEMBER 2024**

**Planning and Zoning Activity**

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
<b>P &amp; Z Activities</b>													
Zoning Applications - Residential			1										1
-Commercial/Industrial													0
CUP Applications - Residential													0
-Commercial/Industrial													0
Variance Applications - Residential													0
-Commercial/Industrial				1									1
Minor Variance Application - Residential													0
-Commercial/Industrial													0
General Plan -Minor Amendment													0
-Major Amendment													0
Subdivision Application -Preliminary Plat	1				1								2
-Final Plat Application	1				1								2
Lot Split / Lot Tie	1			1	2								4
Text Amendments													0
Continuation of Public Hearings													0
<b>Total</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>10</b>						
<b>P&amp;Z Fees</b>													
Zoning Applications - Residential			\$ 1,140.00										\$ 1,140.00
-Commercial/Industrial													\$ -
CUP Applications - Residential													\$ -
-Commercial/Industrial													\$ -
Variance Applications - Residential													\$ -
-Commercial/Industrial				\$ 800.00									\$ 800.00
Minor Variance Application - Residential													\$ -
-Commercial/Industrial													\$ -
General Plan -Minor Amendment													\$ -
-Major Amendment													\$ -
Subdivision Application -Preliminary Plat	\$ 3,128.00				\$ 2,024.00								\$ 5,152.00
-Final Plat Application	\$ 2,428.00				\$ 1,324.00								\$ 3,752.00
Lot Split / Lot Tie	\$ 400.00			\$ 400.00	\$ 800.00								\$ 1,600.00
Text Amendments													\$ -
Continuation of Public Hearings													\$ -
<b>Total Fees Paid (130-48000)</b>	<b>\$ 5,956.00</b>	<b>\$ -</b>	<b>\$ 1,140.00</b>	<b>\$ 1,200.00</b>	<b>\$ 4,148.00</b>	<b>\$ -</b>	<b>\$ 12,444.00</b>						

**Building Safety Activity**

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
<b>Permits Issued</b>													
Residential - new	49	39	33	55	21	0	0	0	0	0	0	0	197
Multi-Family New	0	0	0	0	0	0	0	0	0	0	0	0	0
Residential - remodel	11	10	4	5	9	0	0	0	0	0	0	0	39
Residential - renovation	0	0	0	0	0	0	0	0	0	0	0	0	0
Residential - demolition	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 (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>60</b>	<b>49</b>	<b>37</b>	<b>60</b>	<b>30</b>	<b>0</b>	<b>236</b>						
<b>Estimated Value of Permits</b>	<b>\$ 7,234,591.00</b>	<b>\$ 5,855,276.89</b>	<b>\$ 5,948,355.00</b>	<b>\$ 13,128,332.00</b>	<b>\$ 4,599,201.00</b>	<b>\$ -</b>	<b>\$ 36,765,755.89</b>						
Commercial - new	0	3	0	0	0	0	0	0	0	0	0	0	3
Commercial - remodel	1	1	1	0	1	0	0	0	0	0	0	0	4
Commercial - demolition	0	1	2	0	0	0	0	0	0	0	0	0	3
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>5</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>10</b>						
<b>Estimated Value of Permits</b>	<b>\$ 180,000.00</b>	<b>\$ 3,767,749.00</b>	<b>\$ 110,000.00</b>	<b>\$ -</b>	<b>\$ 150,000.00</b>	<b>\$ -</b>	<b>\$ 4,207,749.00</b>						
City Exempt	0	0	0	1	0	0	0	0	0	0	0	0	1
Electrical Permit	1	4	2	2	2	0	0	0	0	0	0	0	11
Fence	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire Sprinkler System	0	0	0	0	0	0	0	0	0	0	0	0	0
Grading	0	0	1	0	0	0	0	0	0	0	0	0	1
HVAC Permit	1	0	2	0	0	0	0	0	0	0	0	0	3
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	0	0	0
Re-issue Cert. of Occupancy	0	0	0	0	0	0	0	0	0	0	0	0	0
Signs	6	0	0	0	1	0	0	0	0	0	0	0	7
Solar Permit	8	12	15	11	7	0	0	0	0	0	0	0	53
Swimming Pools	0	1	1	1	2	0	0	0	0	0	0	0	5
Tower Antenna Inst.	1	0	0	0	0	0	0	0	0	0	0	0	1
<b>Subtotal - Other</b>	<b>17</b>	<b>17</b>	<b>21</b>	<b>15</b>	<b>12</b>	<b>0</b>	<b>82</b>						
<b>Estimated Value of Permits</b>	<b>\$ 467,953.76</b>	<b>\$ 319,628.24</b>	<b>\$ 506,371.18</b>	<b>\$ 513,892.18</b>	<b>\$ 162,644.74</b>	<b>\$ -</b>	<b>\$ 1,970,490.10</b>						
<b>Total Permits Issued</b>	<b>78</b>	<b>71</b>	<b>61</b>	<b>75</b>	<b>43</b>	<b>0</b>	<b>328</b>						
<b>Total Estimated Value of Permits</b>	<b>\$ 7,882,544.76</b>	<b>\$ 9,942,654.13</b>	<b>\$ 6,564,726.18</b>	<b>\$ 13,677,224.18</b>	<b>\$ 4,911,845.74</b>	<b>\$ -</b>	<b>\$42,978,994.99</b>						

### Certificates of Occupancy

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
<b>Certificates of Occupancy</b>													
Residential - new	27	31	30	52	51								
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	0	0	1	0	0	0	0	0	0	0	0
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>27</b>	<b>31</b>	<b>30</b>	<b>52</b>	<b>52</b>	<b>0</b>	<b>192</b>						
<b>Certificates of Completion</b>													
Residential	2	4	7	7	7	0	0	0	0	0	0	0	27
Multi-Family	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	1	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Certificates of Completion</b>	<b>3</b>	<b>4</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>28</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-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
<b>Permit Fees</b>													
Building Permit Fee	\$ 69,462.00	\$ 83,674.00	\$ 56,108.00	\$ 107,674.00	\$ 42,316.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 359,234.00
Plan Check Fee	\$ 6,108.30	\$ 15,040.27	\$ 9,036.20	\$ 6,147.50	\$ 5,591.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,923.57
Deposit for Res Plan Checks-Remodels only	\$ -	\$ -	\$ -	\$ -	\$ (200.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (200.00)
MH Permit Fee - Pit Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MH Permit Fee - Ground Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electrical Permits	\$ 108.00	\$ 471.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,227.00
Plumbing Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HVAC Permits	\$ 260.00	\$ -	\$ 520.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 780.00
Fire Sprinkler Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Solar Permits	\$ 820.00	\$ 2,830.00	\$ 2,700.00	\$ 2,800.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,650.00
Fire Dept. Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Demolition Permits	\$ -	\$ 50.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150.00
<b>Total Permit Fees(131-40135)</b>	<b>\$ 76,758.30</b>	<b>\$ 102,065.27</b>	<b>\$ 68,680.20</b>	<b>\$ 116,837.50</b>	<b>\$ 49,423.30</b>	<b>\$ -</b>	<b>\$ 413,764.57</b>						
<b>Utility Fees</b>													
Water Connection Fee(100-43010)	\$ 22,050.00	\$ 29,329.39	\$ 14,400.00	\$ 23,850.00	\$ 9,450.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WW Connection Fee(100-43115)	\$ 22,050.00	\$ 19,800.00	\$ 14,400.00	\$ 23,850.00	\$ 9,450.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Utility Fees</b>	<b>\$ 44,100.00</b>	<b>\$ 49,129.39</b>	<b>\$ 28,800.00</b>	<b>\$ 47,700.00</b>	<b>\$ 18,900.00</b>	<b>\$ -</b>	<b>\$ 188,629.39</b>						
<b>Impact Fees</b>													
Water Impact Fee (100-45025)	\$ 26,558.00	\$ 27,277.00	\$ 17,886.00	\$ 28,726.00	\$ 11,382.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,829.00
WW Impact Fee(100-45025)	\$ 44,688.00	\$ 43,775.00	\$ 29,184.00	\$ 48,336.00	\$ 19,152.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185,135.00
Public Safety Impact Fee(100-45030)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks Impact Fee(100-45005)	\$ 36,897.00	\$ 35,203.12	\$ 24,096.00	\$ 39,909.00	\$ 15,813.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 151,918.12
Streets Impact Fee(100-45035)	\$ 83,741.00	\$ 91,912.12	\$ 56,138.00	\$ 90,577.00	\$ 35,889.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 358,257.12
Fire Impact Fee (860-45015.019)	\$ 27,538.00	\$ 37,203.13	\$ 18,546.00	\$ 29,964.00	\$ 11,802.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,053.13
Police Impact Fee (860-45010.019)	\$ 21,486.00	\$ 26,691.15	\$ 14,718.00	\$ 24,084.00	\$ 9,366.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,345.15
Administration Imp. Fee(100-45000)	\$ 15,092.00	\$ 20,705.08	\$ 9,856.00	\$ 16,324.00	\$ 6,468.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,445.08
<b>Total Impact Fees</b>	<b>\$ 256,000.00</b>	<b>\$ 282,766.60</b>	<b>\$ 170,424.00</b>	<b>\$ 277,920.00</b>	<b>\$ 109,872.00</b>	<b>\$ -</b>	<b>\$ 1,096,982.60</b>						
<b>Miscellaneous Fees</b>													
Replace Building Card	\$ 50.00	\$ 50.00	\$ 320.00	\$ -	\$ 130.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550.00
Change subcontractor	\$ -	\$ -	\$ 75.00	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125.00
Re-Inspections	\$ 650.00	\$ 275.00	\$ 150.00	\$ 446.00	\$ 86.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,607.00
Special Inspections	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00
Investigation Fee (Stop Work Order)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plan Certification	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fee for use of outside consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Misc. Fees (131-48000)</b>	<b>\$ 700.00</b>	<b>\$ 325.00</b>	<b>\$ 545.00</b>	<b>\$ 496.00</b>	<b>\$ 316.00</b>	<b>\$ -</b>	<b>\$ 2,382.00</b>						
<b>TOTAL</b>	<b>\$ 377,558.30</b>	<b>\$ 434,286.26</b>	<b>\$ 268,449.20</b>	<b>\$ 442,953.50</b>	<b>\$ 178,511.30</b>	<b>\$ -</b>	<b>\$ 1,701,758.56</b>						

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

## Code Enforcement

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Total
Cases Opened	24	19	16	14	18								91
Investigations	5	3	4	2	1								15
First Notice	15	12	11	8	9								55
Second/Final notices	7	6	6	4	7								30
Cases Closed due to compliance	15	21	20	13	13								82
Citations Given	3	2	2	0	0								7
Court Appearances	0	3	1	2	2								8
Red Tags	4	0	1	0	1								6
Abatement Notice	0	0	1	0	1								2

### GIS

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
FORMAL GIS REQUESTS	31	29	33	26	30							0
ADDRESS VERIFICATION LETTERS	1	0	2	2	1							0
<b>GIS PROJECTS:</b>												





#### 4. GRANTS

- ED Department submitted **two EPA Community Change Grant Applications** with Campesinos sin Fronteras (resubmission) and the Greater Yuma Port Authority. With a request of **\$40,000,000**.
- City of San Luis officially started the grant period for the \$60,000 USDA Rural Business Development Grant for small business development programs.

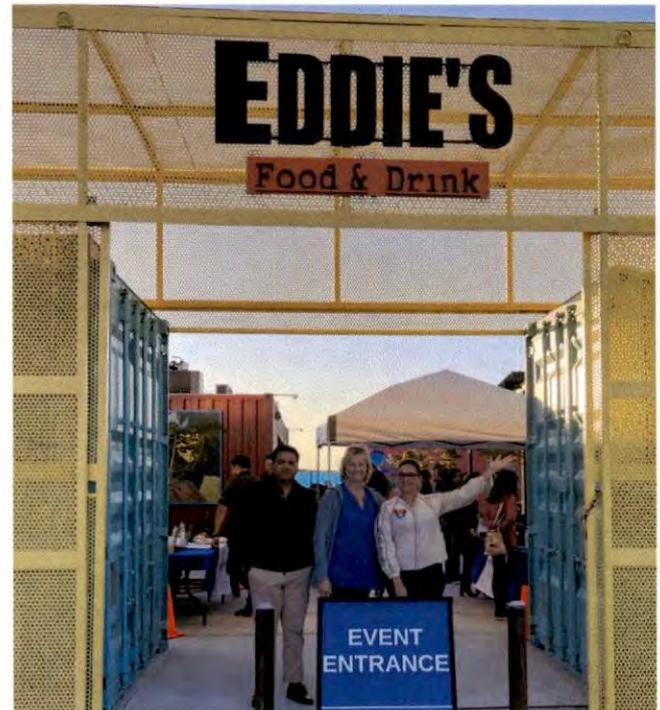
#### 5. WORKFORCE DEVELOPMENT

- Director met with AWC's Entrepreneurial College staff to discuss establishing an **EV Technician Professional Certification at the Business Incubator**. AWC expects this to be open in Q2 2025.



#### 6. OTHER ACTIVITIES

- Director attended Eddie's Food and Drink hiring event. The event was in partnership with Arizona@Work.



- The City is preparing for the FY2025-2026 Annual Budget process, and the ED Department is planning for CIP projects and daily operational activities.
- Staff conducted the Merrill Avenue Improvements Phase I Walkthrough prior to opening of road project.
- Staff attended NADBank (Norther American Development Bank) Board of Directors Public Meeting to learn about upcoming grants.
- Rogelio Martinez, Office Assistant, joined AAED's Rural Committee as Vice Chair.

# CITY OF SAN LUIS FIRE DEPARTMENT

MONTHLY REPORT



NOVEMBER 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.

## NOVEMBER 2024

TOTAL FIRE INCIDENTS	11/2023	11/2024
Commercial Fires	0	0
Residential Fires	0	0
Vehicle Fires	0	0
False Alarm	6	6
Other Fires	4	6
<b>Total Fire Incidents</b>	10	12

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

EMS ENCOUNTERS	11/2023	11/2024
Refusals	26	37
Transport by SLFD	281	339
Transport by other	4	12
No patient contact	8	2
<b>Total Transports</b>	285	351
<b>Total EMS Encounters</b>	311	388

Public Assistance	24	34
Community Paramedicine	11	4



### MUTUAL AID EMS TRANSPORTS

This service plays a vital role in providing proficient public safety for 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:	11/2023	11/2024
County	0	0
Somerton	0	1
Mexico	0	0
Received:		
SLM1	23	1
SLM2	5	0
SLM3	92	14
SLM4	0	75
SLM5	89	112
SLM6	72	15
SLM7	0	122
Somerton	3	9
HELO	0	1
Rural Metro	1	1
Yuma	0	1
<b>TOTAL</b>	<b>285</b>	<b>351</b>



## CREWS

- Residential Inspections: **61**  
A1: 8      A2: 5  
B1: 16      B2: 12  
C1: 12      C2: 8
- Community Paramedicine: **13**
- Ride-Along Program EMT (Arizona Western College Students): **43**
- Ride-Along Program – Customs and Border Protection: **6**
- Senior Center Blood Pressure Checks: 0
- Fire Drill: 0
- Vaccine Clinic: **1**

## FIRE INSPECTOR

- Commercial Inspections: 8
- Suppression System Test: 5
- Meetings: 12



**B crew**

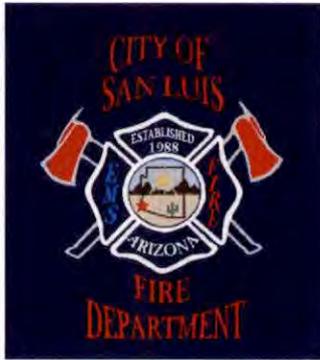
**November 13, 2024**

- Career Fair- San Luis High School College, Career, Community and Military.

**C crew**

**November 07, 2024**

- Vaccine Clinic at Committee Bien Estar



# San Luis Fire Department Monthly Training Report

## November 2024

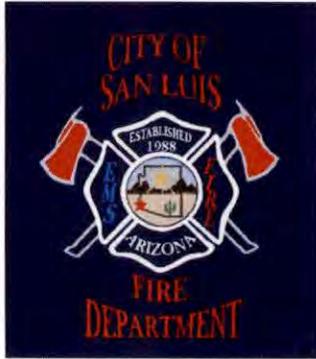
Crew Name: **A-CREW** Station: **1** Captain **Gonzalez**

Date	Subject	Time	Instructor	Total Hours
11/01/2024	Modified minuteman lime deployment	1000 to 1200	J. Gonzalez E. Castro	2 hours
11/03//2024	Search and rescue	930 to 1130	E. Castro	2 hours
11/05/2024	Modified minuteman lime deployment 2.5	0900 to 1100	J. Gonzalez Castro	2 hours
11/12/2024	EMS/Cardiac monitor rhythm recognition	0900 to 1000	Castro	2 hours
11/14/2024	FDC training	0900 to 1000	J. Gonzalez Castro	2 hours
11/19/2024	Pumping defensive operations	830 to 1130	Castro	2 hours
11/21/2024	EMS/Medication Administration	1000to 1200	Castro	2 hours
11/23/2024	Crosslay Deployment and Reload	1000 to 1200	Castro	2 hours
11/28/2024	Reloading hoses and equipment	1700 To 2000	J. Gonzales E. Castro	3 hours

This is a monthly report tracker, after each training hours must be input in Target Solutions.

## ISO Training Requirements

- **Company Training:** 192 hours per year is required in accordance with the general criteria of NFPA 1001 Standard for Fire Fighter Professional Qualifications
- **Hazardous Materials Training:** 6 hours per year is required. Training should be at a minimum awareness level in accordance with the general criteria of NFPA 472 Standard for Competence of Responders to Hazardous Materials / Weapons of Mass Destruction Incident.
- **Driver Training:** 12 hours per year is required in accordance with the general criteria of NFPA 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications, and NFPA 1451 Standard for a Fire Service Vehicle Operations Training Program.
- **New Driver Training:** One-time completion requirement of 60 hours.
- **Officer Training:** The Officer Certification Requirement remains steady at 12 hours per year.
- **Recruit Training:** Personnel who automatically get credit if their department requires state certification as an employment pre-requisite, are required to complete 240 hours.
- **Facility Training:** This category, formerly "Training Drills," refers to training done at a training facility. A training facility is defined as a 3-story tower on 2 acres of property with some sort of burn room, smoke room, or burn prop. Personnel are required to complete 18 hours per year.
- **Pre-Planning Review:** ISO requires one review per year.



# San Luis Fire Department Monthly Training Report

## November 2024

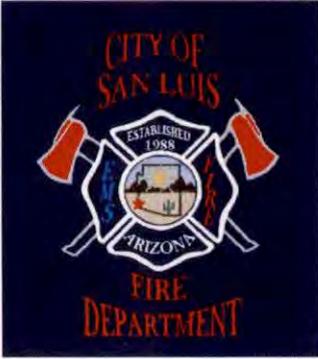
Crew Name: **A-CREW** Station: **2** Captain **Ramirez**

Date	Subject	Time	Instructor	Total Hours
11/01/2024	Fire: Discuss RIT radio operations	1000-1200	E. Ramirez	2
11/03/2024	Fire: RIT tools and RIT duties; EMS: Vehicles Operations	1000-1200; 1300-1500	E. Ramirez	4
11/05/2024	Fire: Discuss proactive RIT task	1000-1200; 1300-1500	E. Ramirez	4
11/10/2024	Fire Engineer Training: Check Offs	1000-1200	E. Ramirez	2
11/12/2024	Fire: Review MAYDAY	100-1200; 1300-1500	E. Ramirez	4
11/14/2024	Fire: Review GRAB LIVES	1000-1200; 1300-1500	E. Ramirez	4
11/19/2024	Fire: SCBA RIT evolutions; EMS: Airway Management	1000-1200; 1300-1500	E. Ramirez	4
11/21/2024	Fire: RIT search evolutions	1000-1200; 1300-1500	E. Ramirez	4
11/23/2024	Fire Engineer Training: Review pump operations	1000-1200	E. Ramirez	2

This is a monthly report tracker, after each training hours must be input in Target Solutions.

## ISO Training Requirements

- **Company Training:** 192 hours per year is required in accordance with the general criteria of NFPA 1001 Standard for Fire Fighter Professional Qualifications
- **Hazardous Materials Training:** 6 hours per year is required. Training should be at a minimum awareness level in accordance with the general criteria of NFPA 472 Standard for Competence of Responders to Hazardous Materials / Weapons of Mass Destruction Incident.
- **Driver Training:** 12 hours per year is required in accordance with the general criteria of NFPA 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications, and NFPA 1451 Standard for a Fire Service Vehicle Operations Training Program.
- **New Driver Training:** One-time completion requirement of 60 hours.
- **Officer Training:** The Officer Certification Requirement remains steady at 12 hours per year.
- **Recruit Training:** Personnel who automatically get credit if their department requires state certification as an employment pre-requisite, are required to complete 240 hours.
- **Facility Training:** This category, formerly "Training Drills," refers to training done at a training facility. A training facility is defined as a 3-story tower on 2 acres of property with some sort of burn room, smoke room, or burn prop. Personnel are required to complete 18 hours per year.
- **Pre-Planning Review:** ISO requires one review per year.



# San Luis Fire Department Monthly Training Report

## November 2024

Crew Name **C. CREW**

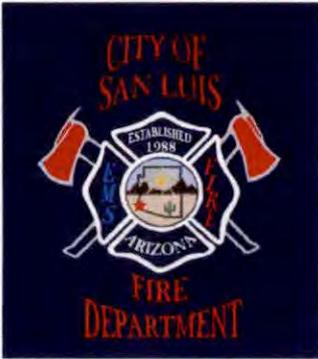
Station: 1 **Captain Mora**

Date	Subject	Time	Instructor	Total Hours
11/02/2024	RIC 3 PACK OVERVIEW YOUTUBE	0900-1200	C.MORA	2.0
11/07/2024	RIC 3 PACK OVERVIEW YOUTUBE	1000-1200	C.MORA	2.0
11/09/2024	RIC 3 PACK OVERVIEW YOUTUBE	1000-1200	C.MORA	2.0
11/11/2024	FIREFIGHTER SURVIVAL MAYDAY TRAINING TARGET SOLUTIONS VIDEOS	1300-1500	CMORA	3.0
11/16/2024	FIREFIGHTER SURVIVAL MAYDAY TRAINING	1300-1700	C.MORA	3.0
11/18/2024	FIREFIGHTER SURVIVAL MAYDAY TRAINING	1300-1600	C.MORA	3.0
11/20/2024	FIREFIGHTER SURVIVAL MAYDAY TRAINING	1300-1600	C.MORA	3.0
10/31/2024	EMS TRAINING FOR NEW EMPLOYEES.	1000-1100	C.MORA	1.0

This is a monthly report tracker, after each training hours must be input in Target Solutions.

## ISO Training Requirements

- **Company Training:** 192 hours per year is required in accordance with the general criteria of NFPA 1001 Standard for Fire Fighter Professional Qualifications
- **Hazardous Materials Training:** 6 hours per year is required. Training should be at a minimum awareness level in accordance with the general criteria of NFPA 472 Standard for Competence of Responders to Hazardous Materials / Weapons of Mass Destruction Incident.
- **Driver Training:** 12 hours per year is required in accordance with the general criteria of NFPA 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications, and NFPA 1451 Standard for a Fire Service Vehicle Operations Training Program.
- **New Driver Training:** One-time completion requirement of 60 hours.
- **Officer Training:** The Officer Certification Requirement remains steady at 12 hours per year.
- **Recruit Training:** Personnel who automatically get credit if their department requires state certification as an employment pre-requisite, are required to complete 240 hours.
- **Facility Training:** This category, formerly "Training Drills," refers to training done at a training facility. A training facility is defined as a 3-story tower on 2 acres of property with some sort of burn room, smoke room, or burn prop. Personnel are required to complete 18 hours per year.
- **Pre-Planning Review:** ISO requires one review per year.



# San Luis Fire Department Monthly Training Report

## November 2024

Crew: **C-CREW** Station: **FS2** Captain: **Rodarte**

Date	Subject	Time	Instructor	Total Hours
11/07/24	Hydrant Tag, Pump Ops, Bumper Line Deploy	0900-1100	A.Coronado	2Hrs
11/18/24	Fire: Pump Ops, RIT pack ops	0900-1100	R.Rodarte	2Hrs
	EMS: Mega- code scenarios: vFib, PEA	1400-1500	R.Rodarte	1Hr
11/20/24	Fire: Downed FF Rescue RIT	0900-1100	R.Rodarte	2Hrs
	EMS: Trauma Assessment, vFib code w/ ROSC	1400-1500	R.Rodarte	1Hr
11/25/24	NFPA 1001 Rescue & Extrication	1000-1130	Target Solution	1.5Hrs
	EMS: Multiple EMT Scenario skills	1400-1500	A.Garcia	1Hr
11/27/24	Fire: Turnout Drills w/ SCBA, Fireground evolution	0900-1130	R.Rodarte	2Hrs
	EMS: Traction splint, KED, Stair chair overview	1400-1500	R.Rodarte	1Hr

11/29/24	Fire: Establish Water Supply Fwd Lay	0930-1100	R.Rodarte	1.5Hrs
----------	--	-----------	-----------	--------

This is a monthly report tracker, after each training hours must be input in Target Solutions.

## ISO Training Requirements

- **Company Training:** 192 hours per year is required in accordance with the general criteria of NFPA 1001 Standard for Fire Fighter Professional Qualifications
- **Hazardous Materials Training:** 6 hours per year is required. Training should be at a minimum awareness level in accordance with the general criteria of NFPA 472 Standard for Competence of Responders to Hazardous Materials / Weapons of Mass Destruction Incident.
- **Driver Training:** 12 hours per year is required in accordance with the general criteria of NFPA 1002 Standard for Fire Apparatus Driver/Operator Professional Qualifications, and NFPA 1451 Standard for a Fire Service Vehicle Operations Training Program.
- **New Driver Training:** One-time completion requirement of 60 hours.
- **Officer Training:** The Officer Certification Requirement remains steady at 12 hours per year.
- **Recruit Training:** Personnel who automatically get credit if their department requires state certification as an employment pre-requisite, are required to complete 240 hours.
- **Facility Training:** This category, formerly "Training Drills," refers to training done at a training facility. A training facility is defined as a 3-story tower on 2 acres of property with some sort of burn room, smoke room, or burn prop. Personnel are required to complete 18 hours per year.
- **Pre-Planning Review:** ISO requires one review per year.



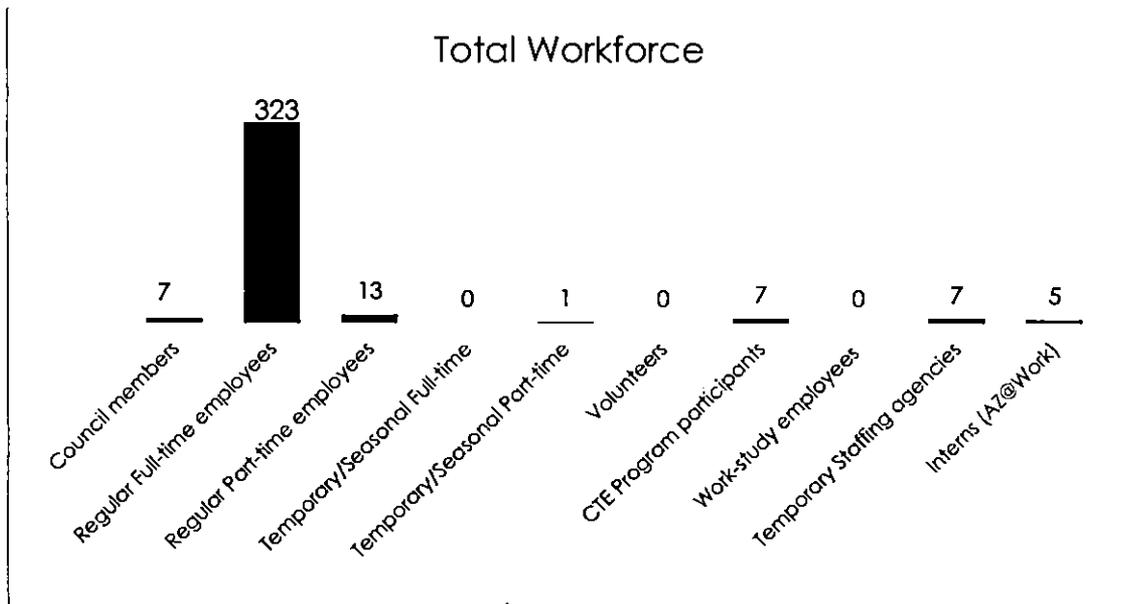
CITY OF SAN LUIS, AZ  
**HUMAN RESOURCES  
DEPARTMENT**  
YOUR FUTURE BEGINS HERE.

# MONTHLY OPERATIONS REPORT

# November 2024

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

<b>TOTAL WORKFORCE</b>	
Council members	7
Regular Full-time employees	323
Regular Part-time employees	13
Temporary/Seasonal Full-time	0
Temporary/Seasonal Part-time	1
Volunteers	0
CTE Program participants	7
Work-study employees	0
Temporary Staffing agencies	7
Interns (AZ@Work)	5
<b>TOTAL</b>	<b>363</b>



## WORKFORCE TURNOVER

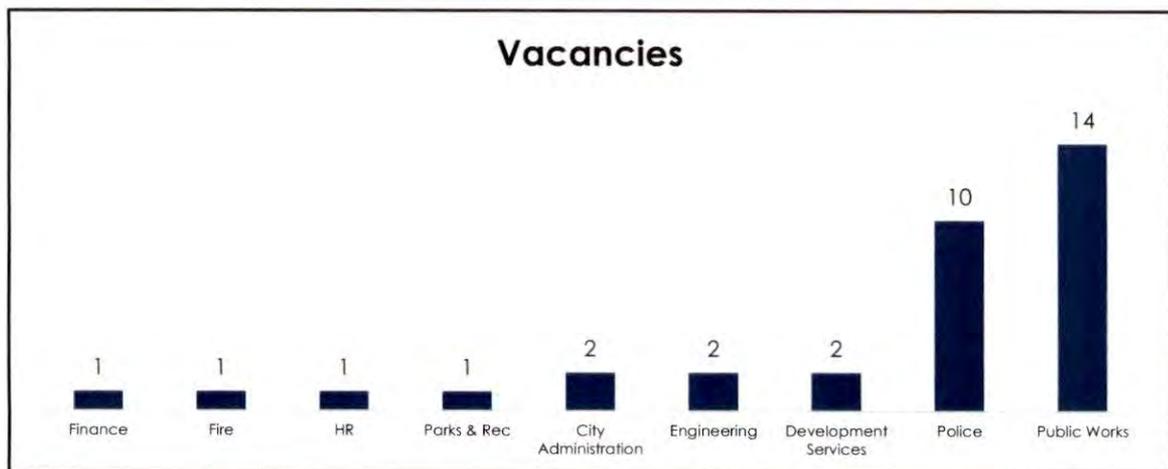
New Hires (November)		Terminations (November)	
Employment Type	Quantity	Employment Type	Quantity
Regular (FT)	5	Resignations (FT- Regular)	3
Regular (PT)	0	Resignations (PT- Regular)	0
Seasonal (PT)	0	Dismissals (FT- Regular)	0
Temporary (PT)	0	End of Appt. (PT-Temp.)	1
AZ@Work Interns	0	End of season (PT)	0
Temp. staffing agency	0	Temp. staffing agency	0
<b>Turnover Rate for November 2024: 1.04%</b>			
<b>Turnover Rate for November 2023: .66%</b>			
<b>Total Turnover Difference: +0.38%</b>			

## TALENT ACQUISITION

RECRUITMENT ACTIVITY MONTH OF NOVEMBER							
Previous Job Postings	New Job Postings	Applicants	Interview Sets	Total # of Interviewees	Total New Hires	Promotions	Requisitions Filled
17	4	100	9	18	5	2	0

Physical Agility Test Police	Written Exam Police	Physical Agility Test Fire	Written Exam Fire	Dispatch Typing test
Passed - 6	Passed - 4	Passed - N/A	Passed - N/A	Passed -2
Fail - 8	Fail - 2	Fail - N/A	Fail - N/A	Failed - 0

Department	Job Title	# of Vacancies
City Administration	Graphics and Media Specialist	1
	Office Assistant	1
Development Services	Assistant Director of Development Services	1
	Code Enforcement Officer	1
Engineering	City Engineer	1
	Project Coordinator	1
Finance	Finance Operations Manager	1
Fire	Firefighter PT	1
Human Resources	HR Coordinator (Training & Dev.)	1
Police	Transit Enforcement Officer	3
	Police Communications Officer	3
	Police Recruit	1
	Police Officer	3
Public Works	Code-Compliance Specialist	1
	Wastewater Supervisor	1
	Building Maintenance	1
	Heavy Equipment Operator (Solid Waste)	1
	Heavy Equipment Operator (Water/Wastewater)	1
	Maintenance Specialist Highway Users	3
	Maintenance Technician Highway Users	1
	Water Systems Operator (level I to III)	2
	Wastewater Plant Operator (level I to III)	2
Wastewater Plant Operator Apprentice	1	
Parks & Rec	Senior Services Manager	1
<b>Total</b>		<b>34</b>



Arizona@Work Internships		
Department	Interviews	Placements
N.A.	1	0

City Programs			
Program	Applicants in the month	Interviews	Placements
Police Explorer	1	0	0
CTE	0	0	0

Volunteer Program		
Program	Applicants in the month	Interviews
Volunteers	0	0
Police Chaplain	0	3

- **Job and Educational Fairs**
  - Nov. 13, College/Career/Community & Military Fair, San Luis AZ
  - Nov. 26, Education Fair Southwest Middle School, San Luis AZ

BENEFITS ADMINISTRATION			
INSURANCE	ADDITIONS Enrollments from October -2024	TERMINATIONS Effective November -2024	TOTAL ACTIVE EEs
Health Insurance	4	3	318
VSP – Vision	4	3	314
Dental	4	3	320
FMLA Leave			8
Short-term Disability claims			2

- **Benefit Orientation** – Three (3) conducted
- **Benefits Broker Meetings** – One (1) conducted
- **Claims Advocacy:** Six (6) claims were researched and sent to the Third-Party Claims Administrator for correct submission

### WELLNESS PROGRAM

- **Gym Membership**
  - 60 active memberships / 21 EEs on the waiting list
- **Wellness Programs:**
  - Stress Awareness Session – One (1) conducted

# SPECIAL PROGRAMS

## RECOGNITION / ENGAGEMENT

- **Thanksgiving Luncheon**
  - Nov 21, 2024 – 220 participants.
  - Food (turkey, stuff, mashed potato, pasta) and desserts were served to employees by Managers, heads of Departments, and HR.

## TRAINING AND DEVELOPMENT



Training Program	Facilitators	Trainees/Department	Date	Total Training Hours
<b>Soft Skills</b>	Knowledge City	1 employee, Development Services	11/19	<b>1</b>
<b>New Hire Orientation</b>	HR Generalist and HR Coordinator	5 New Employees	11/06, 11/13, 11/20	<b>10</b>
<b>Performance</b>	HR Coordinator	12 employees, Fire Dept	11/16-11/22	<b>15</b>
<b>Customer Service</b>	HR Coordinator and HR Manager	5 employees, Development Services	11/07 & 11/21	<b>20</b>
<b>Management Training</b>	HR Manager, Risk Manager, and HR Analyst	16 Total Supervisors from different departments	11/05 & 11/12	<b>75</b>
			<b>TOTAL</b>	<b>121</b>

- **Completion of Management Training Program Ceremony**
  - Nov 19, 2024 – 43 participants
  - Graduation with Department Heads and Council members
  - Luncheon – Achievement Recognition

Professional Development Plan		
Department	Quantity	PDP Type
N.A.	0	N.A.

Tuition Reimbursement		
Department	Quantity	PDP Type
N.A.	N.A.	N.A.

## COMPLIANCE/DATA ANALYTICS AND CLASS & COMP

- **Purchase Requisitions:** 9 processed
- **Agency-Wide Salary Survey**
  - Ongoing collaboration with Consultant (PSPC)

## PERFORMANCE MANAGEMENT

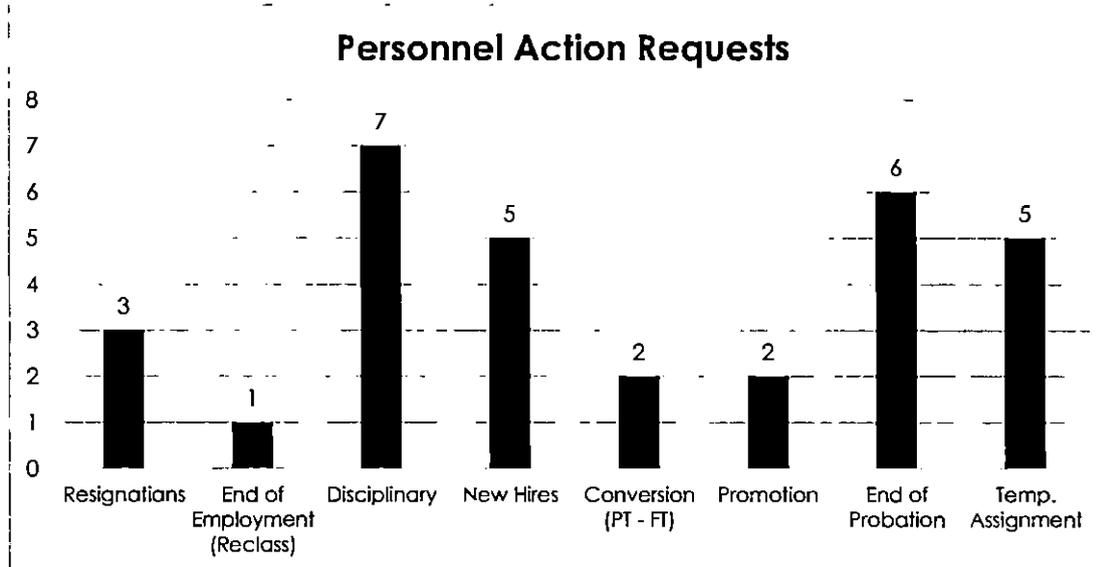
Type of Evaluation	Placed	Received	Due	Total
<b>Probationary</b>	<b>6</b>	<b>8</b>	<b>20</b>	<b>34</b>
Original	5		4	
Promotional	1		11	
Mid-Term		1	5	
End of Probation		6		
Disciplinary				
Extension		1		
<b>Annual</b>		<b>1</b>	<b>15</b>	<b>16</b>
<b>Total</b>	<b>6</b>	<b>9</b>	<b>35</b>	<b>50</b>

## EMPLOYEE RELATIONS

- **Disciplinary Actions Administered:**
  - 4 Administrative Leave w. Pay
  - 2 Letter of Reprimand
  - 1 One-Day Suspension
  - 1 Two-Day Suspension
  - 1 Five- Day Suspension

- **Exit interviews: 3**
  
- **Employee Recognition cards issued:**
  - Birthday – 27
  - Anniversary – 35

<b>Personnel Action Requests (PAR)</b>	<b>Quantity</b>
Resignations	3
End of Employment (Reclassification)	1
Disciplinary	7
Certification Pay	0
New Hires	5
Conversion (PT-FT)	2
Promotion	2
End of Probation	6
Change of GL	0
Temporary Assignment	5
<b>TOTAL:</b>	<b>31</b>



## MAJOR ACCOMPLISHMENTS

- Completion of Management Training Program
  - 16 supervisors and managers finished the program
  - Length of program: 3 months equivalent to 40 hours of training



- Thanksgiving Luncheon was a fantastic event where approximately 200 employees came together to share a meal (turkey, pasta, mashed potatoes) and created memorable experience for all.





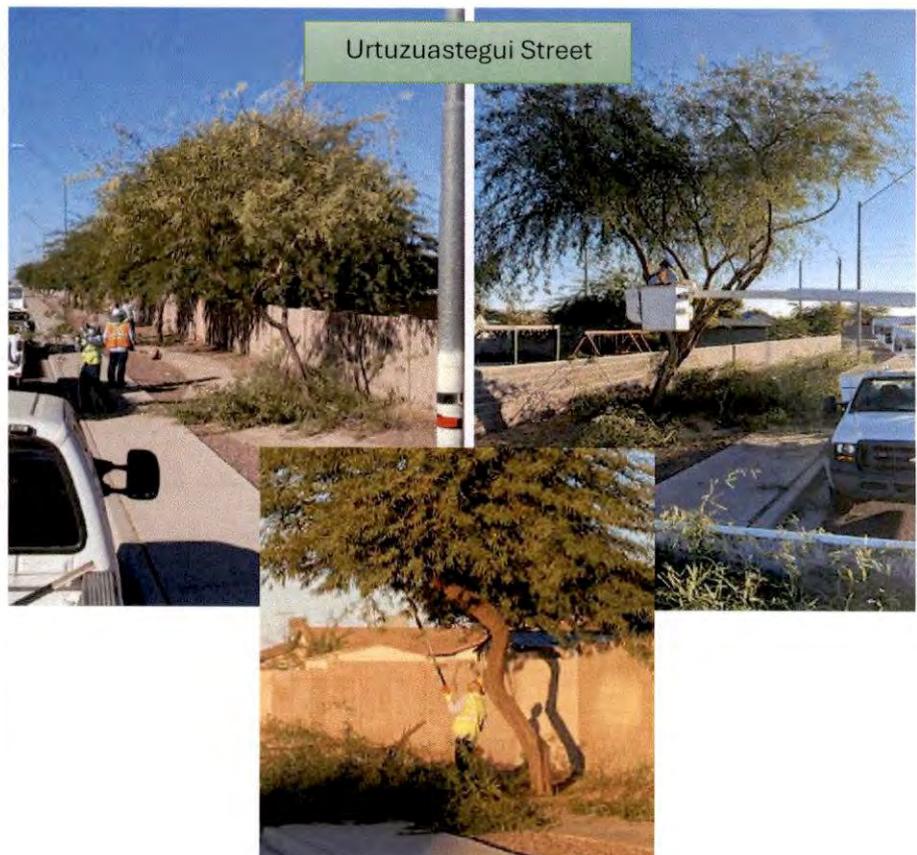
# Parks and Recreation Monthly Report November 2024

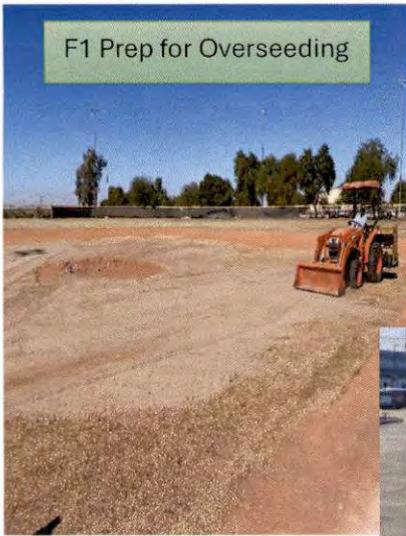
## Parks Grounds Department

In the month of November, the Parks Grounds Department finished overseeding the retention basins. Some areas that were overseeded in the past weeks already had grass starting to come out. Trees and bushes were trimmed, and some projects were completed early since we took advantage that the grass didn't have to be mowed because the grass seed was germinating.

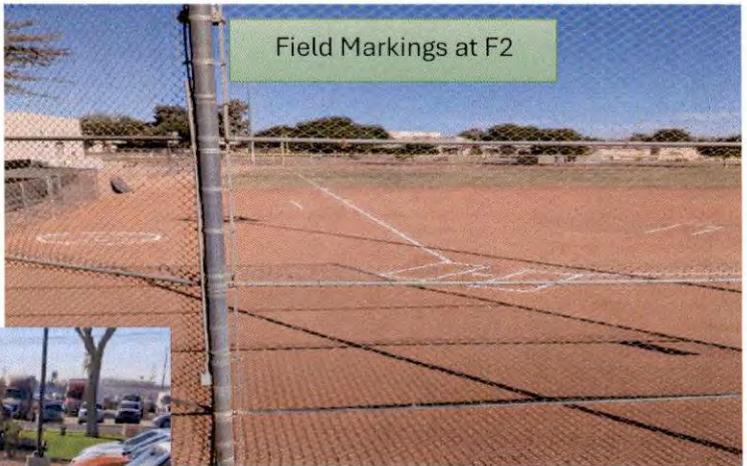
### Maintaining Green Areas & Parks

- Tree trimming at Bienestar Estates No. 4 (987 Sinoff Ave)
- Tree trimming on Urtuzuastegui Street
- Tree trimming at the Cesar Chavez Cultural Center
- Planted trees around the City, replacing the trees that were dead or that had been removed
- Preparing the overseeding of the F1 field at the Joe Orduno Park
- Field marking at the Joe Orduno Park – F3 field, preparing field for sport activities
- Field marking at the Joe Orduno Park – F2 field, preparing field for sport activities





F1 Prep for Overseeding



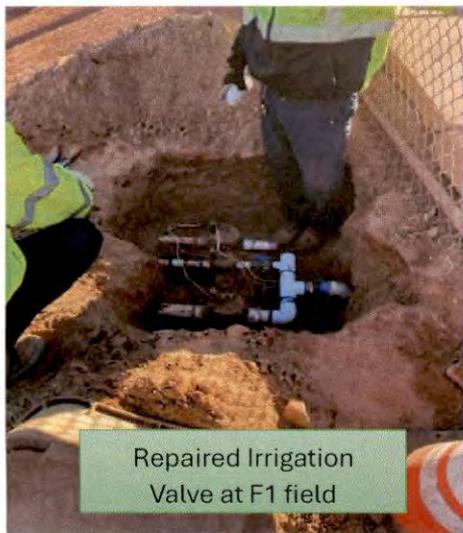
Field Markings at F2



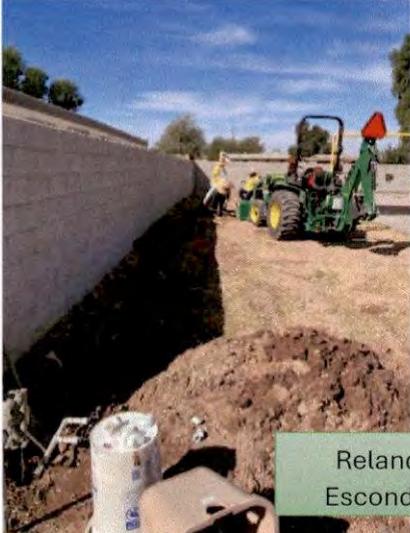
Newly Planted Trees at P&R Admin parking lot

**Installations and Repairs**

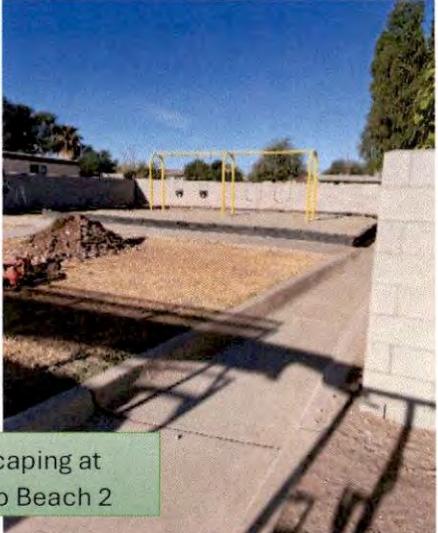
- Repaired a leak from an irrigation valve located at the Joe Orduno Park – F1 Field
- Began working on re-landscaping at Escondido Beach 2 (1078 Beach St.) after the wall repair
- Installed a new faucet at the PPEP Park restrooms



Repaired Irrigation Valve at F1 field

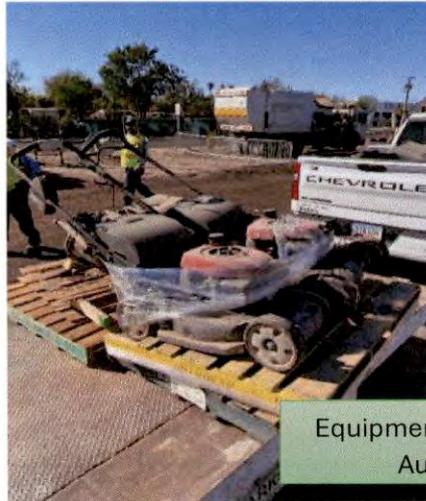


Relandscaping at Escondido Beach 2



## Projects

- Organized and transported old equipment for the City Auction event
- Installed the Christmas Tree at the Main Street round about
- Decorated the Cesar Chavez Cultural Center palm trees with Christmas lights and ornaments



Equipment Placed for Auction



Christmas Tree Set up



Cultural Center decoration



## Event Assistance

- Hung 10x20 promotional banner for the Asado & Brew Festival outside the Cesar Chavez Cultural Center
- Worked on the set up of the Asado & Brew Festival, placing ramadas, temporary fencing, haystacks, picnic tables and barricades throughout the Joe Orduno Park – F1 Field.



Asado & Brew Festival  
Set-Up



## Cesar Chavez Cultural Center

The month of November was very busy and exciting for the Cesar Chavez Cultural Center. We organized and hosted three events which were the Dia de los Muertos event, Alebrijes Tradition Exhibition and Santa Meet and Greet.

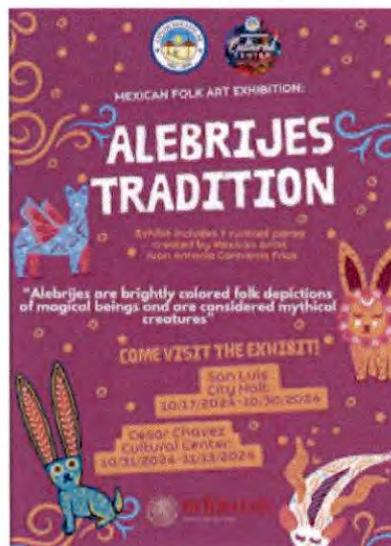
### Dia de los Muertos

On Wednesday, November 06, 2024, the Cesar Chavez Cultural Center hosted the Dia de los Muertos. We made a collaboration with the San Luis Middle School and 14 students made an altar, showcasing their talent. Also, the Cultural Center made a community altar for our beloved pets who are no longer with us. The Cultural Center also gave away 300 pieces of pan de muerto and hot chocolate, inviting the community to stop by and enjoy.



### Mexican Folk Art Exhibition: Alebrijes Tradition

On Monday, November 04, 2024, the Cultural Center received 12 curated pieces called “Alebrijes” to display at City Hall. These art pieces formed part of a collective of a Mexican Artist, Jose Antonio Contreras. This showcase was possible with the collaboration made with the Mexican Consulate in Yuma.



**Meet and Greet Santa**

On Tuesday, November 26, 2024, the Cultural Center received a very special visit from Santa Claus and Mrs. Claus. They received letters from children and took pictures with more than 60 children and families.



## Recreation Department

In the month of November, the Recreation Department had a successful season full of a sports and collaborations.

### Men's Slow Pitch League

Our 2024 fall/winter season received great interest from local teams as well as Yuma county teams. We had a record of 21 teams who registered and participated in our program, making this league one of the most anticipated programs from our community. The final games was held on Thursday, November 21, 2024, with amazing games in both divisions. Treme2 and DK faced off in the Division A category and Trakas and Kilos faced off in the Division B category.



**DK Team**  
**Champions in Division A**



**Kilos Team**  
**Champions in Division B**



**Tremen2 Team**  
**Second Place in Division A**



**Trakas Team**  
**Second Place In Division B**



Tommy Jacuinde – Player from DK's Team  
MVP in the Finals

### **Co-Ed Volleyball**

We had another successful 2024 volleyball season, kicking off our indoor activities with Co-Ed Volleyball. This season, we had seven teams register and participate. One team is from San Luis Rio Colorado, Mexico, another from Yuma, AZ and the remaining five from San Luis, AZ.

The final game was held on Monday, November 18, 2024 between Escuela Rio Colorado and Yuma All-Stars, and ended with three sets game.



Yuma All Stars Team  
Champions



Escuela Rio Colorado  
Second Place

## MVP'S



## Youth Baseball T-Ball

Continuing with our children's activities, this Fall, we worked with children's baseball in the category 3-6 t-ball, where about 85 children registered. This season began in September with practices were 4 teams were confirmed and games began on October 09, 2024. The playoffs and final games took place on November 27, 2024.



## **Karate Class**

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



## **Youth Flag Football**

This Fall/Winter season, we started with our last program of the year, youth flag football. Around 40 kids between the ages of 7 to 14 participated, and we had a complete team from the Yuma Harvest Prep.

We worked with the collaboration of Oscar Lara, Felipe Ramirez Jr. and Manny Garcia, as our youth flag football coaches.



## Asado & Brew Festival

This year, we decided to revamp the Founders Day Celebration. The Parks and Recreation Directors gathered with the coordinators and came up with the idea to do a food festival event. The name selected for the event was Asado & Brew Festival, Celebrating Founders Day and it was held on Saturday, November 16, 2024. Tasks were divided amongst the P&R Divisions to help create this great event. A total of 24 vendors participated, and 5 contestants registered to compete for the Best Asado, Best Stand, Best Salsa & Best Side Dish. Packin' Heat won Best Asado & Best Stand, Blazing Firehouse won Best Salsa and Sonoran Ranch won Best Side Dish. The event had great entertainment from Checker'd Past, Rondalla de Magdalena – Acordes Magico, Grupo Alazan, Los Caminantes, Sonora Dinamita and Cadetes del Linarez.



Packin' Heat  
Winners of Best Asado & Best Stand



Sonoran Ranch  
Winner of Best Side Dish



Blazing Firehouse  
Winners of Best Salsa

## Youth Center

The Youth Center has been very active in the month of November. Approximately 90 kids have showed up to the Youth Center daily, and we've had a total of 8 new registrations this month. The total number of San Luis Youth Center members has grown to 462.

### Classes / Activity Attendance

- Boxing Class – 50+ members
- Boxing Team – 28 members
- Arts and Crafts – 8 members
- Open Gym – 35+ members
- Game Room – 8 members



### Youth Center Fall Schedule

- Open Gym
- Boxing Class
- Boxing Team
- Game Room
- Arts & Crafts
- Youth Elite Training Program
- Movie Nights
- Learning Hour

**CITY OF SAN LUIS**  
INC. 1974

**SAN LUIS YOUTH CENTER**

**Fall Schedule**  
2024  
AUGUST-DECEMBER

MEMBERSHIP IS FREE!  
Beginner to Advanced is welcome!

673 N. Park Ave. San Luis, AZ  
HOURS OF OPERATION:  
MON-FRI 8AM-7PM

REGISTER AT ANY TIME!

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 5:35 PM - 7:00 PM	(Ages 7-21)
Game Room	Monday-Thursday 5:00 PM - 8:00 PM	(Ages 7-21)
Arts & Crafts	Wednesday 5:00 PM - 8:00 PM	(Ages 7-17)
Learning Hour	Tuesdays and Thursdays 4:30 PM - 5:30 PM	(Ages 7-14)
Youth Elite Training Program	Wednesdays 8:00PM- 6:00PM	(Ages 7-17)
Movie Night	Thursdays 5:00PM - 7:00PM	(Ages 7-17)

\*Schedule subject to change without notification

FOR MORE INFORMATION PLEASE CALL  
(928) 341-8574 OR CONTACT EVELYN WISLARA  
E.WISLARA@SANTLUIS.AZ.GOV

SANLUISAZ.PARKS  
WWW.SANLUISAZ.GOV/YC

## Youth Center Boxing Class

Our Boxing class is the most popular class in the Youth Center. Every day, new kids come and enjoy being a part of this class. The boxing team recently participated in a big boxing tournament in Phoenix, AZ. The Gene Lewis Boxing Tournament is a big tournament for amateur boxers who dream in becoming professional boxers in the future. This year, one of the members from our Boxing Team, Axel Rodriguez, won the title for his weight division and he will participate in another competition in Compton, CA.



## Gym Renovation

During the month of November, the Youth Center staff coordinated the gym renovation with the assistance of the Facilities Department and Parks Grounds Department. Staff moved out all the old gym equipment and cleaned the area for the new gym equipment to be installed. We would like to thank the Facilities & Parks Grounds Department in helping us move all the gym equipment out of the Youth Center. The Youth Center now has new gym equipment and we will see if in the future we can purchase a couple of more machines.



## Senior Center

The senior center in San Luis, Az offers a variety of daily activities, including arts and craft, exercises, sewing classes, gardening, 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**

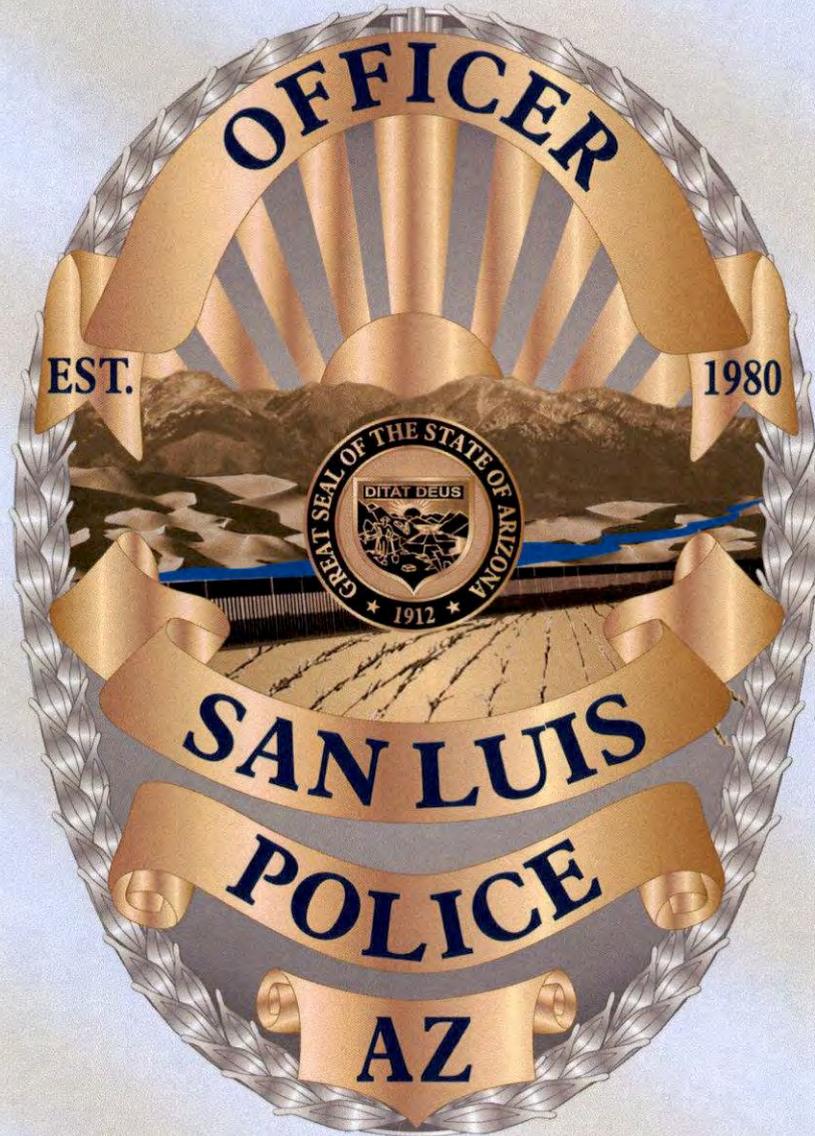
- Movie Day: Tues 9:30 am – 10:30 am
- Daily Bingo: 10:30 am – 11:00 am
- Daily Domino: 6:00 am – 2:30 pm
- Daily Pool Game: 6:00 am – 2:30 pm
- Exercise Classes: 9:00 am – 10:00 am
- Arts & Crafts: 9:00 am – 10:00am
- Gardening: 8:00 am – 9:00am
- Dance Classes: 9:00 am – 10:00 am
- Every Friday- Entertainment music
- WACOG Cares Program Utility Assistance for Seniors: 6:00 am – 2:30 pm
- Total Meals Served: 1,510
- Total attendance: 1,425
- Total people transported: 355

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

- November 4, 2024 – CPLA did a Dementia Presentation for all seniors
- November 13, 2024 – Food Bank Distribution
- November 21, 2024 – San Judas Tadeo Church raffle giveaway
- November 22, 2024 – Thanksgiving Celebration
- November 26, 2024 – Pictures with Santa
- November 27, 2024 – Dr. Sullivan from YRMC gave a presentation for all senior
- November 27, 2024 – Thanksgiving lunch at the Cultural Center provided by The Salvation Army



SAN LUIS POLICE DEPARTMENT  
MONTHLY REPORT  
NOVEMBER 2024



**PERSONNEL ACHIEVEMENTS AND EMPLOYEE ACTIONS:**

- The San Luis Police Department participated in the first annual Asado & Brew festival hosted by Parks & Recreation. The department was awarded Best Stand and Best Asado, with a total price of \$900.00, a Smoke Grill, a trophy, and plaques!



**COMPLAINTS AND FINDINGS:**

- None

**VEHICLE PURSUITS AND FINDINGS:**

- None

**GRANTS MANAGEMENT:**

- Reimbursement requests for OPSG were submitted up to 9/20/2024.
- We have received approval from the City Council council and the Governor's Office of Highway Safety to begin deployments for the new GOHS grant cycle, which began in November.
- We have submitted our first quarterly report to the State of Arizona Department of Emergency and Military Affairs for the Border and Technology Funds.

**USE OF FORCE INCIDENTS AND FINDINGS:**

- There are eight (8) UOF reports under review for the month of November.

**BUDGET SUMMARY:**

- For FY25, SLPD has expended 44% of our annual budget.

### RECRUITING/HIRES/RETENTION/DEPARTURES:

- Three (3) police recruit positions remain open and the selection of applicants for the February academy is in process.
- One (1) lateral police officer position remains open and an applicant is in the hiring process.
- Three (3) TEO positions remain open and the selection process for two (2) applicants is in process.
- Three (3) Communications Officer positions remain open and the selection of applicants is in process.

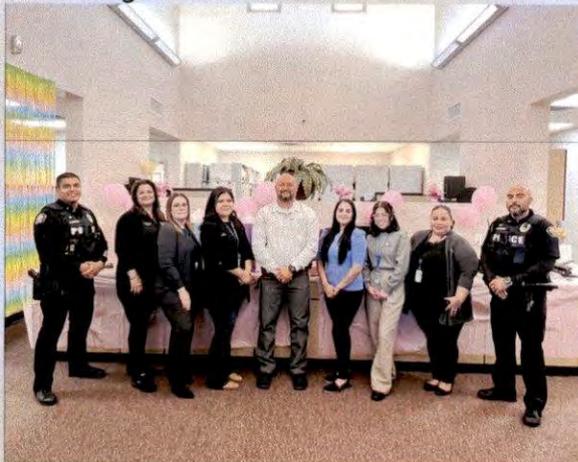
### OPERATIONS/NOTABLE EVENTS:

- SLPD arrested a minor who was found in possession of 12.7 pounds of fentanyl pills. The minor was contacted at the 500 block of Main Street after a report of suspicious behavior. The minor was confirmed to have smuggled the drugs into the US via the San Luis Port of Entry. The minor was booked into the Yuma County Juvenile Justice Center on several felony charges.



### AWARDS AND RECOGNITIONS:

- During this period, SLPD celebrated National Police Records Appreciation Day. We are grateful for the wonderful work, dedication, and commitment of our Records Section. We would like to thank, Supervisor Lizeth, Clerks Socorro, Lesly, Itzell, and Carmen, and our Administrative Coordinator Monica. We could not accomplish our mission without them. Thank you for serving our community well and with great excellence.



**COMMUNITY OUTREACH/ SPECIAL EVENTS:**

- SLPD hosted its 2<sup>nd</sup> and last 32-hour International Police Mountain Bicycle Association (IPMBA), Police Cyclist Course for the year 2024. Members from the Yuma PD, US Border Patrol, and San Luis PD participated in the course. We are thankful for the continuous partnership we have with local, state, and federal agencies.



- The City of San Luis now has the OFFERUP program, which is available to our community in the police department parking lot.



## 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	MAY	JUN	JUL	AUG	SEP	OCT	NOV	YTD
711	85	50	123	121	105	82	66	1,098
911 Call	224	194	194	222	258	336	662	3,215
Abandoned Vehicle	54	36	84	20	28	12	29	393
Accident	83	64	38	74	64	84	79	752
Alarm Commercial	24	33	29	34	34	21	28	292
Alarm Residential	10	12	10	10	13	8	13	127
Animal at Large	61	43	70	107	83	85	93	821
Animal Bite-Dog	5	3	1	1	3	1	1	16
Animal Cruelty	1	2	2	1		2	1	15
Animal Related	32	30	42	50	43	29	36	370
AOD-Assist Other Department	51	57	42	41	43	40	35	477
Arrest on Warrant	14	19	20	20	28	17	19	211
Assault	5	3	2	2	2	6	1	35
Attempt to Locate	6	14	17	11	7	11	14	117
Burglary	2	2	7	4	2	5	11	44
Child Abuse	6	2			3	1	2	28
Citizen Complaint	2	1	4	2	4	9	6	33
City Code			5	1		2	1	22
Civil Matter	28	23	37	37	26	37	38	325
Court Assist	11	8	23	6	7	3	8	101
Court Order Violation	10	5	5	6	4	7	4	67
Criminal Damage	9	8	10	9	3	13	10	110
Custodial Interference	6		3	9	5	2	3	38
Cybertips		2	4	3	2		1	16
Deceased Animal	8	6	5	3	6	10	12	69
Deceased Person		1		1	1			6
Disabled Vehicle	32	22	15	35	28	22	17	247
Disturbance	43	36	40	40	31	43	51	430
Driving under the Influence	8	6	9	11	12	7	15	110
Drug Offense	18	10	4	8	9	12	11	120
Field Interview	143	146	115	155	85	97	146	1,214
Flag Down	26	21	27	63	66	57	49	438
Foot Patrol	8	17	4	3	25	6	15	88
Found Person	1	2	1	1		1	2	15

Found Property	3	4	1	3	3	4	12	41
Fraud	12	5	12	12	6	4	3	69
Harassment	8	2	14	3	7	7	12	94
Identity Theft	6	4	8	10	7	7	6	75
Incorrigible Juvenile	5	2	3	7	3	1	1	36
Information Received	4	1	3	2	8	6	7	56
Littering	1		2	3	1	1	2	11
Loitering			1		3	1	1	10
Lost Property	8	8	4	6	8	11	6	77
Man Down	1	2	2	5	3	3	3	25
Missing Person-Overdue	5	1	4	9	2	6	5	44
New Call	1		2	1				8
Noise Disturbance	21	18	16	21	18	22	29	229
Notification	5	4	9	7	6	3	5	70
Open Door/Window	4	6	3	2	1	2	3	30
Other	28	36	35	52	49	46	36	458
Parking Violation	44	32	75	39	35	28	31	644
Private Tow	26	6	3	11	13	13	14	210
Prowler	1	1	4	1	1			13
Public Assist PD	33	21	33	42	48	47	29	371
Reckless Driver	37	28	27	29	28	51	46	399
Recovered Stolen Vehicle	2	1	5	2	1	3		21
Repair Order	19	8	8	13	7	4	2	110
Repossession	17	17	21	19	28	36	29	273
Runaway Juvenile	3	1		1	2	2		22
Sexual Offense	3	2	3	5	4	2	1	36
Shoplifting	13	8	5	7	8	6	6	104
Shots Fired	2	3	1		1	3	1	20
Stolen Property	5	1	3	2		1	1	16
Stolen Vehicle	10	5	7	3	2	9	11	65
Suicidal Subject	3	1		2	2		1	10
Suspicious Activity	15	11	2	9	7	12	8	99
Suspicious Subject	17	10	20	11	14	7	20	161
Suspicious Vehicle	10	8	7	2	5	15	6	86
Tagged Vehicle	2	3	2	2	3	1	1	23
TEST PD	2	1	3	5	2	33	4	69
Theft	12	8	11	14	13	7	14	132
Threats	9	11	4	13	27	13	6	127
Traffic Control	51	21	13	179	103	96	49	876
Traffic Incident	17	20	22	32	41	41	28	290
Traffic Stop	419	526	463	671	506	518	617	5,654
Trespass	7	6	3	6	8	10	7	78
Walk In PD	19	11	4	12	16	8	11	149
Welfare Check	32	31	24	28	36	30	26	308
<New Call>	2			2	2	1	3	17

Agency Assist								7
Information Report								1
10-40 Central		1	13	4	1			23
911 Unknown				1	1			3
Armed Robbery								1
Civil Standby		5			1		2	11
Fictitious Plate Traffic		1	1	1	1	2	1	8
Graffiti								2
Liquor Offense		2	1	2		1	3	15
Located Missing Person	1	2	3		3	2	2	17
Mental Case	4	1	3	1	2	5		18
Resisting Arrest								1
SL CADtoCAD		1						5
Stationary 28			1	1			1	4
Weapons/Explosives Offense-Other							1	2
10-40 Courtesy			1					3
False Reporting				1	1	1	1	6
Animal Case								1
Arson	1				1		2	5
Child Neglect						1	1	3
Indecent Exposure		1				2	1	5
Truancy	1							2
Animal Bite-Other				1				1
Child Molestation				1	1		3	5
Counterfeit Bill			1		1		1	3
Overdose				1				1
Public Assist FD				1				1
Repossession			1					1
Security Check			1				1	2
Suicide			1					1
<b>Grand Total</b>	<b>1967</b>	<b>1787</b>	<b>1911</b>	<b>2431</b>	<b>2131</b>	<b>2203</b>	<b>2602</b>	<b>23,334</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	JUN	JUL	AUG	SEP	OCT	NOV	YTD
Field Interview	146	115	155	85	97	146	1,214
Traffic Stop	526	463	671	506	518	617	5,654
<b>Grand Total</b>	<b>672</b>	<b>578</b>	<b>826</b>	<b>591</b>	<b>615</b>	<b>763</b>	<b>6,868</b>

Tickets - Breakout Type

TYPE OF TICKET	JUN	JUL	AUG	SEP	OCT	NOV	YTD
Civil Traffic	185	182	249	208	180	215	2377

Criminal Citation	21	15	28	16	19	24	247
Criminal Traffic	12	11	8	6	10	15	117
Parking	17	33	14	8	2	3	229
Repair Order	11	6	14	6	2	1	96
Written Warning	205	160	266	166	176	207	1956
Citation	1		1	1		1	10
City Code	1	3	5	3	8	4	49
Animal Control/Warning		2	4	2	6	5	24
<b>Grand Total</b>	<b>453</b>	<b>412</b>	<b>589</b>	<b>416</b>	<b>403</b>	<b>475</b>	<b>5106</b>

**Accidents**

ACCIDENT TYPE	MAY	JUN	JUL	AUG	SEP	OCT	NOV	YTD:
Accident - Injuries	1			1		2	1	7
Bike - Injuries								1
Hit and Run - Injuries								1
Hit and Run - No Injuries	5	11	5	1	4	7		56
Hit and Run - PP - No Injuries			2	2	1			14
Pedestrian - Injuries				1				2
Pedestrian - No Injuries						1		2
Private Property - Injuries	1			1				3
Private Property - No Injuries	1							2
Vehicle - Injuries	4	4		5	3	3	1	31
Vehicle - No Injuries	40	21	17	30	26	35	14	284
<b>Grand Total</b>	<b>52</b>	<b>36</b>	<b>24</b>	<b>41</b>	<b>34</b>	<b>48</b>	<b>16</b>	<b>403</b>

ACCIDENT	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	YTD:
Fatal Traffic Crashes	0	0	0	0	0	0	0	0	0
Alcohol-related Crashes	2	1	0	0	2	0	0	0	4
Speed-related Crashes	0	0	0	0	0	0	0	0	2
<b>Grand Total</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>

Top 10 Accident Intersections for 2024	# of Accidents (YTD)
N MAIN ST @ E CESAR CHAVEZ BLVD	13
N 4TH AVE @ E COUNTY 22ND ST	8
N 10TH AVE @ E CESAR CHAVEZ BLVD	7
N MAIN ST @ E URTUZUASTEGUI ST	7
N 4TH AVE @ E CESAR CHAVEZ BLVD	6
N ARCHIBALD ST @ E URTUZUASTEGUI ST	6
N MAIN ST @ E PICENO DR	5
N WILLIAM BROOKS AVE @ E B ST	5
S AVE B @ S SR 195 HWY	4
N 10TH AVE @ E URTUZUASTEGUI ST	4

### 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	APR	MAY	JUNE	JULY	AUG	SEP	OCT	YTD
Abandoned Vehicle		1	4	1	1	2	1	27
Accident	22	12	11	25	22	29	23	236
Accident / Traffic Collision	10	16	5	4	4	4	4	74
Arrest on Warrant	10	17	10	17	24	14	6	156
Assault	3	2	1	3	1	3		25
Burglary	4	3	7	6	2	6	6	48
Court Order Violation	2	1	2	3	1	3	1	29
Criminal Damage	5	7	6	5	2	8	3	70
Disorderly Conduct	6	5	3	3	3	1	1	31
Disturbance	4	2		3	1		1	15
Domestic Disturbance	5	8	9	11	7	11	12	93
Drug Offenses	15	7	2	6	8	12	8	97
DUI	6	5	9	9	10	5	10	98
Information Report	21	9	9	5	7	3	1	107
Liquor Offenses		1		1	1	1		15
Motor Veh Collision	1		1		1	2	1	12
Sexual Offense	2	1	1	1	2	1	1	16
Shoplifting	10	7	5	6	5	4	3	90
Theft	10	4	7	5	6	6	3	73
Traffic Offense	12	10	6	11	8	13	7	114
Fraud	2	1	3	5	5	1		25
City Ordinance				1				7
Miscoduct w/Weapons			1					2
Threatening or Intimidating	2			1	1	1	1	11
Deceased Person			1	1	1			6
Dog at Large	1		2			1		6
Theft of Vehicle	6	1	7		1	8	3	31
Trafficking in Stolen Property								1
False Reporting	1	1	1	2		1		9
Located Missing Person			2		1	1		7
Minor in Possession of Tobacco				1	1			4
Taking Identity of Another		1		4	1			9
Animal Related				1			1	4
Assist Other Department								3
Child Abuse	1	1		1				6
Contribute Delinquency Minor								1
Missing Person	2	1		3	1	2		12
Resisting Arrest								1
Traffic Incident	2	1						4
Trespass	2	4	1	2	3		3	20

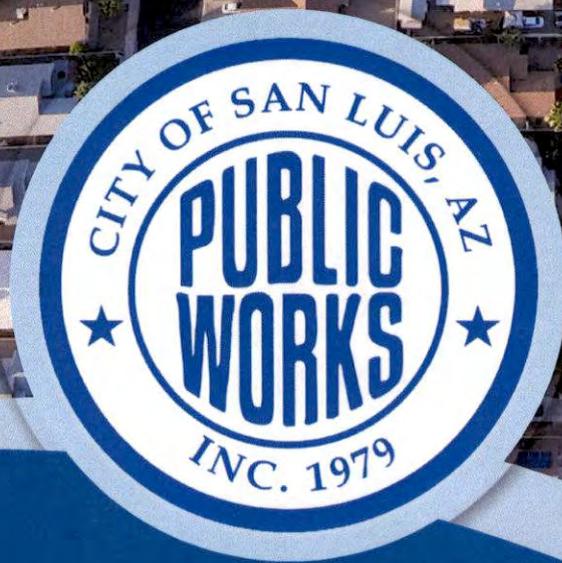
Child Molestation							1	2
Harassment								2
Littering					1			2
Recovered/Stolen Vehicle	2	1	2	2	1	1		11
Counterfeit Bill	1						1	2
Motor Veh Collision-No Inj-DUI	3							3
Motor Veh Collision-Non Injury	1	1				3		5
Motor Veh Collision-Private Prop	1							1
Cybertips		2	2		1			7
Robbery					1			2
Child Neglect					1			1
Extortion					1			1
Motor Veh Collision-Injury-DUI				1				1
Shots Fired			1					1
Parking Violation						1		1
Stalking						1		1
Arson							1	1
Liquor Offense-Adult							1	1
Motor Veh Collision-Injury							1	1
Grand Total	175	133	121	150	137	149	105	1641

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

Call count of calls taken by our communication center.

TYPE	TOTAL
911 Calls	1,743
Admin Calls	2,743
Walk-Ins	59
PD Calls	2,596
FD Calls	439

# MONTHLY REPORT



# PUBLIC WORKS DEPARTMENT

NOVEMBER 2024



### Contents

- Public Works Admin.....1
- Street widening/improvements.....2
- Ongoing Projects.....3
- Water Division.....4
- Wastewater Division .....5
- Facilities Division.....6
- Fleet services Division.....7
- Solid Waste Division.....8
- Electrical Division.....9
- Highway Users Division.....10
- Sweeper.....11-12

### Happenings

**October 28 - November 1**  
Area 5 Community Clean up

**November 4 - 8**  
Area 6 Community Clean up

**November 12 - 15**  
Area 7 Community Clean Up

**November 18 - December 6**  
Area 8 Community Clean Up

## PUBLIC WORKS ADMIN



In November, our department focused on several projects aimed at enhancing the quality of life for our residents.

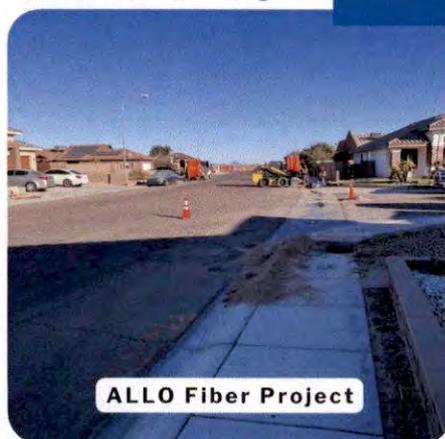
### Administration / Engineering

We are currently monitoring the following private projects, with daily inspections in place.

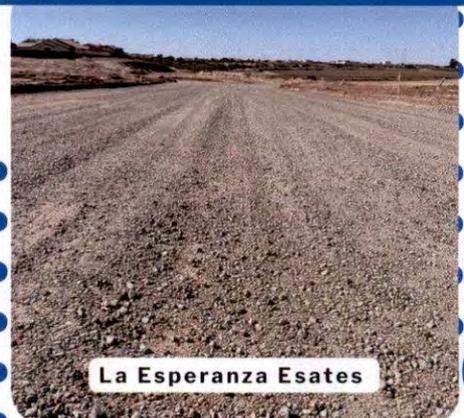
- Cesar Chavez Blvd: Waterline Installation
- La Esperanza
- ALLO Fiber Optic Project - City Wide
- Bienestar 10 Town Homes



Cesar Chavez Blvd- Water line Installation



ALLO Fiber Project



La Esperanza Esates

# STREET WIDENING / EXTENSION IMPROVEMENTS

PW Administration is currently working on street widening and extension improvements.



## 10th Ave. Widening Design

Dahl Robbins Engineering is contracted for design, with a 30% submittal due by 11/25/24.

## The 6th Ave. Extension Project

Design proposal was received on 11/25/24 and is under review



## Cesar Chavez Blvd. Widening

Partial funding has been allocated through ADOT, which is administering the project. It is currently in the design phase with 60% of preliminary plans complete, and utility relocations are underway.

Public Works is currently in the process of selecting a consultant to design the Union Street and 4th Avenue intersection.

Additionally, improvements are planned for the intersection of County 22nd Street and Sidewinder Road.

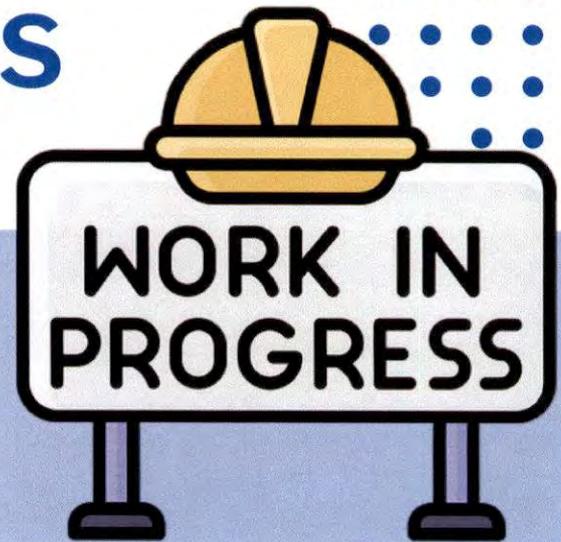
Meanwhile, the design phase for enhancements at the Co. 22nd St. and 4th Ave. intersection is already underway.

## Street Improvements

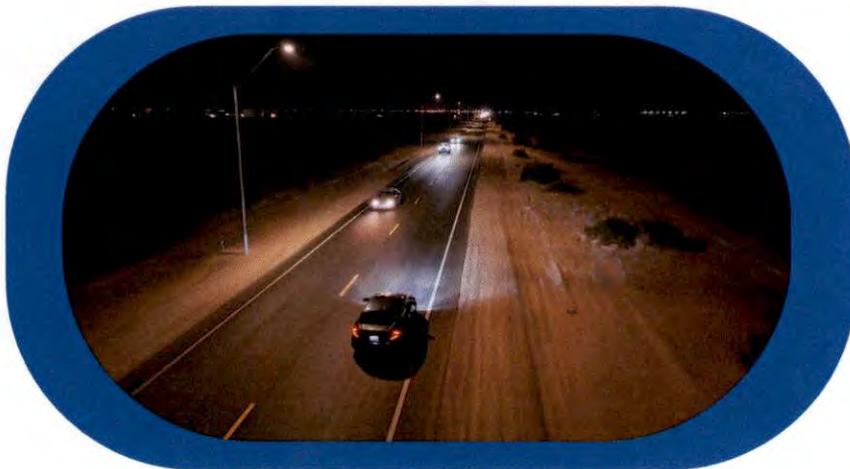
ADOT has informed Public Works that the Los Alamos Curve Realignment project will not be completed this fiscal year due to right of way acquisition and environmental clearance, with bidding expected in December 2025. The US 95 Raised Median project, managed by ADOT and designed by Consor Engineering, is currently in the design phase. ADOT has indicated that the project may exceed its budget, potentially requiring a reduction in project limits. Additionally, bike lanes are planned for Merrill Ave between Cesar Chavez Blvd and Los Oros St in the near future.

# ONGOING PROJECTS

The Public Works Administration is currently undertaking water well site system improvement projects at Well Site No. 5 and Well Site No. 7.



Ongoing improvements at the treatment plants include the East WWTP project, which is currently under construction, and the West WWTP expansion project, which is 30% complete in its design phase.



PW Admin is currently working on street light improvements at the following locations:

- Co 22nd
- 6th Ave
- 10th Ave

Crack sealing of roadways throughout the City has begun and will continue from November to April. Public Works is also working on road improvements at the 5th Ave and Kennedy Lane intersection to repair deep cross gutters. Winter right-of-way maintenance by Public Works Highway Users staff will start the week of 12/9/24.

# WATER DIVISION

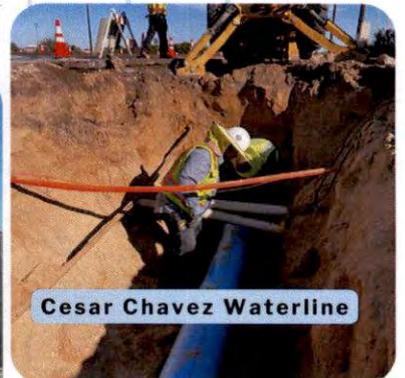
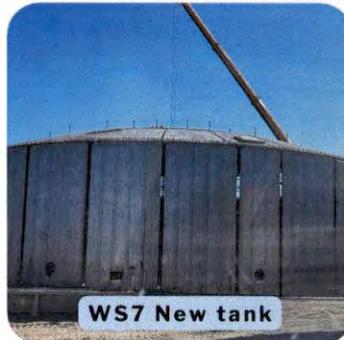
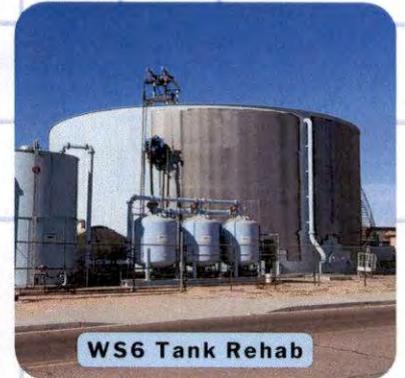
Our water division received a total of **156 AZ Blue State tickets**

Water samples for free chlorine were collected to ensure compliance with **ADEQ regulations.**

First half: 11/15/24  
Second Half: 11/24/24

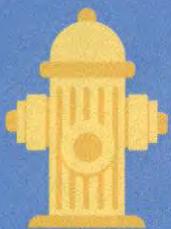
Conducted daily distribution sampling and monitoring to ensure the quality of our water.

Continues to assist residents with broken lines and water leaks, and has installed three new 3/4" meters at several locations and one 2" meter at a single location.



## Miscellaneous Projects

- **Bienestar Townhomes / Esperanza Estates Subdivision:** Open/close water main and pre-inspection.
- **Yuma Valley Contractors** is working on the new 2-million-gallon water storage tank project at Well Site 7. **Yuma Valley Contractors.**
- Continued the installation of the 12-inch water pipeline on **Cesar Chavez Blvd.**



**Fire Hydrant Repair & Replace:**  
Merril Ave & Los Valles St. has been Repaired



**Open/Close Meters: 23**

# WASTEWATER DIVISION



Cesar chavez blvd. divert flow 16" valve replaced

Our wastewater division received a total of 162 AZ Blue State tickets.

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

The wastewater division assisted with CCTV inspections, cleaned laterals, and managed odor control.

Routine maintenance and inspections were conducted at our two treatment plants and 13 lift stations.

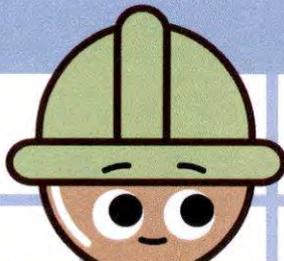
## Miscellaneous Projects

### WW Treatment Plant:

- East: Emptying Basin #1 due to maintenance.
- West: Monitor well discharge pipes replaced

### Collection:

- New manhole cement monument back to family dollar
- Cesar Chavez Blvd. divert flow 16" valve replaced
- Iron cast replaced at 227 Genevive St.



Yuma County Landfill  
Dry Sludge:  
198.17 tons  
Grit: 0 tons



227 Genevive St. iron cast pipe replaced

# FACILITIES DIVISION

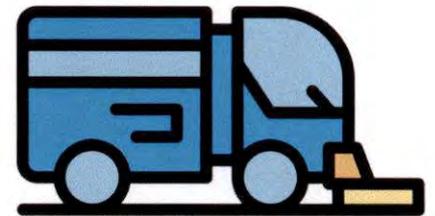
The facilities division is performing routine building repairs as needs arise in several city buildings on a daily basis.

***Special projects:*** Facilities hosted the City of San Luis Annual Auction, generating a total revenue of **\$38,819.00.**



Pest control services are provided monthly in several of our city buildings.

Facilities Administration supported in-house customers and vendors, managed time-clock adjustments, processed vacation RFL forms, coordinated janitorial supplies, handled purchasing, oversaw records destruction, conducted inspections, addressed departmental requests, managed the budget, and prepared the p-card log with receipts.



Sweepers were also used to clean parking lots at various City buildings.

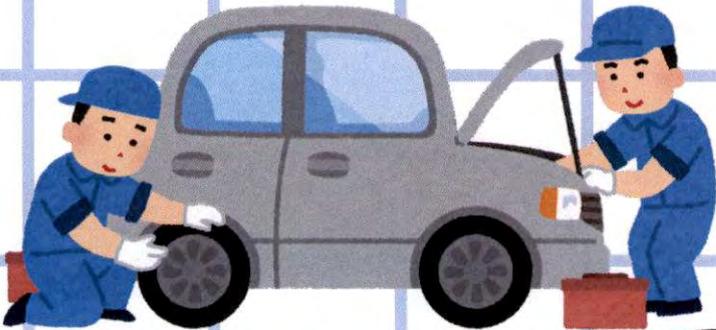




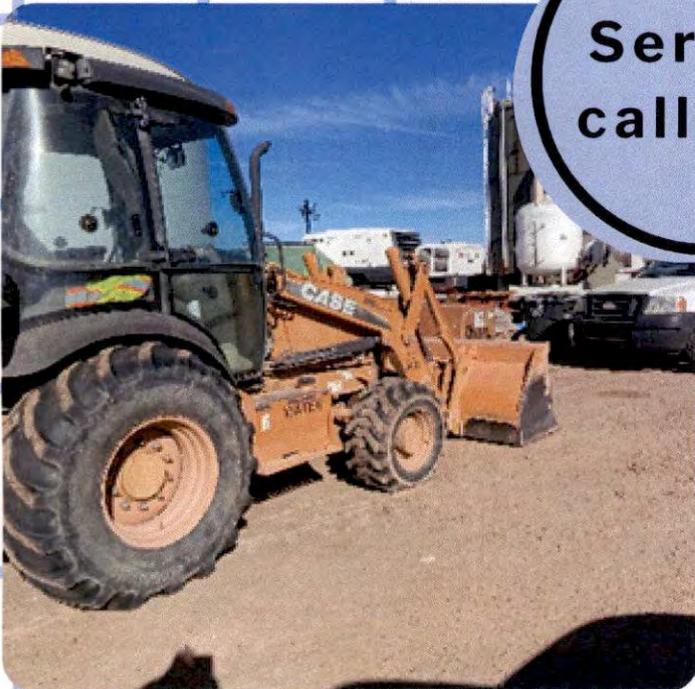
# FLEET SERVICED DIVISION

Total  
vehicles  
serviced:  
128

Waiting  
on Parts:  
3



Service  
calls: 13





# SOLID WASTE DIVISION

Our SW Crew collected a total of 1,365.31 tons of residential and commercial solid waste.



The Community Clean-Up program was on schedule in November and completed all scheduled areas on time.



# ELECTRICAL DIVISION

Electrical maintenance was performed throughout the month at the West & East Plant.



Our electrical division collaborates with the water and wastewater divisions as needed and is also available to assist other divisions and departments with repairs. Additionally, they consistently maintain their daily upkeep.



Merril Lift Station Omnisite: Troubleshoot the auto dial system and replaced the motherboard.

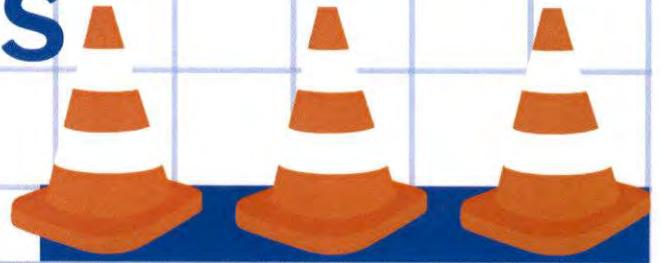
At Well Site #4, assisted ISCA Co. in troubleshooting the MTU system. Also worked on the electrical material list to restore power to the chlorine lights.



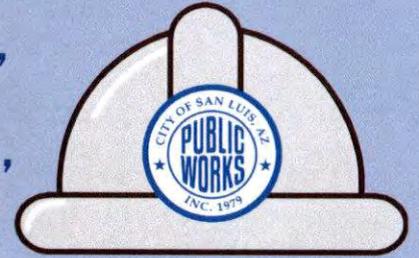
Assisted at the transfer site with troubleshooting the entrance gate and helped install a camera to monitor the new water project.



# HIGHWAY USERS DIVISION



Our highway users division has worked diligently to level and grade street shoulders, remove excessive dirt and trash from those areas, install, replace, and repair street signs, and continue the San Luis cleanup project in various locations around town.

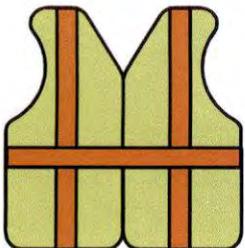
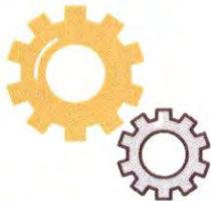


## Miscellaneous Projects

Highway Users assisted Pedro Solorzano, Senior Equipment Operator, with the installation of a 12-inch water line on Cesar Chavez Blvd. They also helped transport items from ACT to the SW Yard for the annual city auction and supported the Senior Center Department in installing 12 reserved parking signs.



Assisted animal control with 5 dead animals.



The water truck continues its regular routes, as well as servicing additional areas as needed.



**Sweeper Route - November 2024**

All logs available upon request.

**Week of**  
11/4-11/8

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.	Urtuzuastegui 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**  
11/12-11/15

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

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

Los Portales / Los Jardines

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

Los Alamos

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

Santa Ceceilia #1 & #2 and Bienestar #10

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

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

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

**Week of**  
**11/18-11/22**

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

Emmanuel Ave.	Christian Ave.	19th Ave.	20th Ave.	San Francisco St.	Los Olivos Dr.	San Pedro St.
Monreal Ln.	Udall Ln.					

Garcia Ln. to 10th Ave. (South of Cesar Chavez Blvd.)

Garcia Ln.	Babbitt Ln.	'C' St.	Bienestar Ln.	'D' St.	Kennedy Ln.	9th Ave.
Fuentes Dr.	Ruby Ln.	Deena Dr.	Carrie Dr.	10th Ave.		

6th Ave. - 8th Ave. (South of 'B' St.)

Washington Ln.	San Luis Ln.	Udall Ln.	Monreal Ln.	San Pedro St.	Los Olivos Dr.	San Francisco St.
San Pablo St.	6th Pl.	7th Ave.	San Juan Ln.	Ppep Dr.	8th Ave.	

Garcia Ln. - 10th Ave. (North of U St.)

Garcia Ln.	Monreal Ln.	Udall Ln.	Monreal Ln.	San Pedro St.	Los Olivos Dr.	San Francisco St.
Sanchez Dr.	Fuentes Dr.	8th Ave.	San Juan Ln.	Ppep Dr.	9th Ave.	

Santa Cecilia #3 & #4 (20th Ave - 21st Ave)

Monreal Ln.	San Pedro Ln.	Los Olivos Dr.	San Francisco St.	Aracely St.	Ortega St.	Hoyos St.
Nadine St.	Jett St.	Agave Ave.	Saguaro St.	20th Ave.	21st Ave.	

**Week of**  
**11/25-11/27**

Ave F. (West of Ave. F)

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

Plaza I, II, Rio Seco & Escondido

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

6th Ave. to Ppep Dr.

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

Ave F. (West of Ave. F)

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

Los Mezquites

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



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

# RISK MANAGEMENT OPERATIONS REPORT

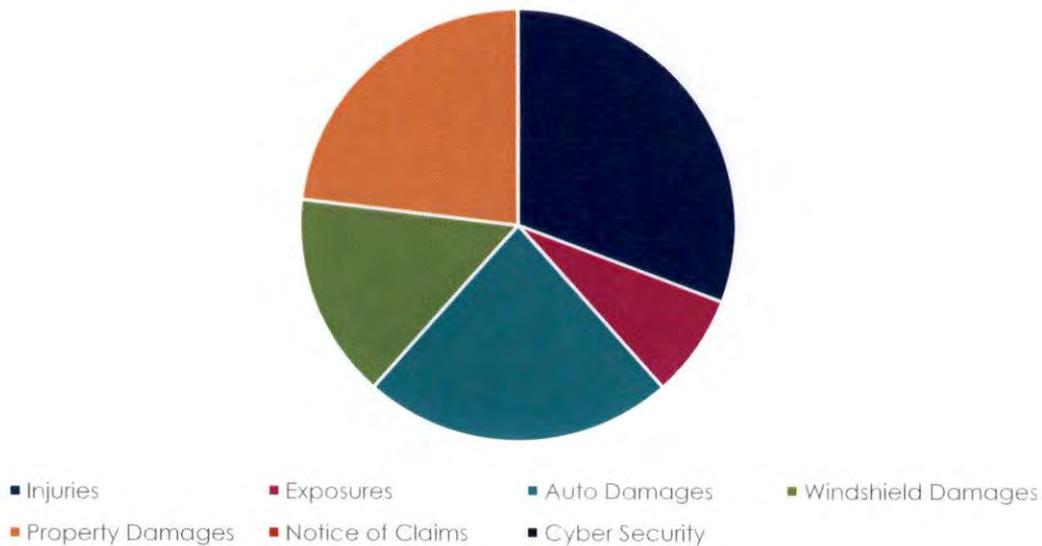
# NOVEMBER 2024

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	1
Auto Damages	3
Windshield Damages	2
Property Damages	3
Notice of Claims	0
Cyber Security Claims	0
<b>TOTAL</b>	<b>13</b>

NOV 2024 - Claims Received



## HAZARD ASSESSMENTS

### Solid Waste/Yuma County Landfill

- An asbestos exposure assessment was conducted during waste drop-off at the landfill to protect the health of employees. The assessment was carried out to ensure compliance with legal standards, mitigate exposure risks, and promote a safer work environment. Additionally, asbestos safety training will be provided to employees in December.

**Smoke Free AZ Act Review and Assessment on Smoking Near or Inside City Vehicles or Equipment**

- A safety and hazard assessment were conducted on the possible hazards when allowing smoking near equipment or inside city vehicles. Not allowing this practice helps prevent fire hazards, comply with health and safety regulations, protect both equipment and employee health and ensure a safer more efficient work environment.

**Christmas Light Parade – Dealership Vehicle Loans for City Use and Promotion during the Light Parade**

- Reviewed and discussed with our insurance agency the insurance/safety requirements for permitting a car dealership to loan vehicles to the City for participation in the Christmas Light Parade and to help promote the dealership/agency.

**Aquatics Chemical and PPE Assessment**

- As a result of changes in the chemical usage and pool maintenance process, the new chemical safety data sheets and maintenance procedures were reviewed/evaluated. Recommendations regarding the appropriate PPE and hazard prevention were assessed, and a safety recommendation report was provided to the Parks Grounds Division.

**Utility Billing – Meter Antenna Storage and Disposal Process Review and Recommendation**

- Storage and Disposal requirements review and recommendation for Lithium Thionyl Chloride/meter antennas.
- Conducting an assessment is crucial for managing the environmental, health, safety and regulatory risks associated with lithium thionyl chloride batteries and meter antennas, ensuring compliance with standards, and promoting safe practices in storage and disposal of such items.

## SAFETY WALKTHROUGHS & SITE VISITS

Date	Department
Nov 7, 2024	City Hall Administration Wing – Follow-up
Nov 13, 2024	B Street Recreation Activity Center – Safety Walkthrough
Nov 20, 2024	Human Resources Employee Thanksgiving Event – Safety Walkthrough
Nov 21, 2024	Annual Auction - Safety Walkthrough
Nov 22, 2024	OSHA PEPP Inspection – Facilities - Completion
Nov 22, 2024	OSHA PEPP Inspection – Wastewater WEST Treatment Plant - Completion

## IN – PERSON SAFETY TALKS – NOVEMBER 2024

Department	Topic
Parks Grounds	Emergency Evacuation Plan
Facilities	Emergency Evacuation Plan
Wastewater	Emergency Evacuation Plan
Fleet	Emergency Evacuation Plan
Hwy Users	Emergency Evacuation Plan
Water	Emergency Evacuation Plan
Solid Waste	Emergency Evacuation Plan

## NOVEMBER 2024 TRAINING - ONLINE

Department	Topic
Risk Management – Safety Officer	Time Management Training- Knowledge City
Risk Management – Safety Officer	Time and Attention Management – Knowledge City
Risk Management – Safety Officer	Developing Customer Service Skills – Knowledge City
Risk Management – Safety Officer	Writing Business Reports – Knowledge City
Risk Management – Safety Officer	Blood Borne Pathogens – Safe Personnel

## ONLINE (EMAIL) SAFETY TALKS – NOVEMBER 2024

Department	Topic
All City Personnel	Emergency Evacuation Plan

## MAJOR PROJECTS

### SAFETY & RISK MANAGEMENT

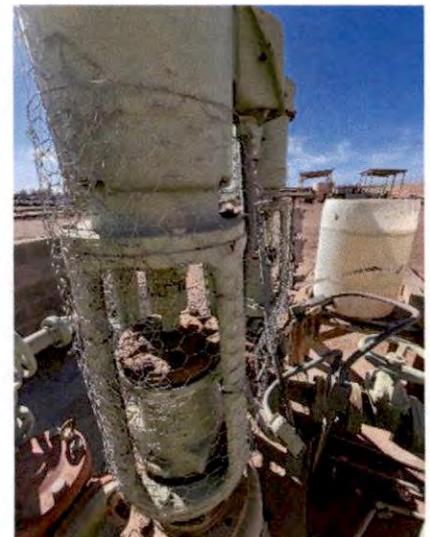
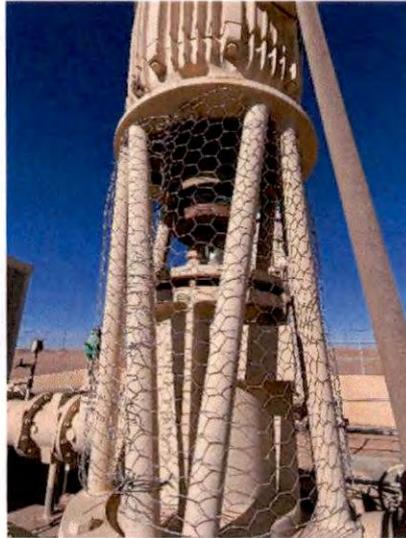
- **B Street Recreation Activity Center**
  - Risk Management collaborated with the relevant city stakeholders and divisions on a team evaluation of the B Street Recreation Activity Center remodeling project. A safety walkthrough was also conducted.
  
- **Battery Recycling Process Review with Yuma Lowe's**
  - Our safety officer has been working on establishing a battery recycling process for the City of San Luis. Lowes can take in regular batteries but not in bulk. We are currently reviewing with a hazardous waste disposal and recycling agency on costs associated with this process.
  - Implementing a battery recycling and disposal process is crucial for protecting the environment, ensuring public health and safety, complying with legal standards, and promoting sustainability.
  
- **City of Yuma Hazardous Waste Event Participation**
  - Risk Management took part in the City of Yuma's hazardous waste event for the Yuma County community held on November 16<sup>th</sup>.
  - By working together, cities can enhance effectiveness of hazardous waste disposal events, benefiting both environment and the community.
  - Collaborating with other cities on hazardous waste disposal events, enhances resource efficiency, expands community outreach, and ensures proper disposal practices. It allows for shared expertise, reduces costs and helps protect the environment more effectively by managing waste on a larger scale.

- **Employee Thanksgiving Luncheon**
  - Risk Management assisted with the Thanksgiving Employee Luncheon, an event that promoted team building, enhanced communication, and fostered collaboration. These events help improve morale and support a positive workplace culture for all employees.
  
- **Bloodborne Pathogen/Biowaste/PPE training presentation to be given to our HWY Users/Solid Waste Department**
  - Risk Management assessed and made recommendations for the Bloodborne Pathogens/Biowaste/PPE training presentation, which will be shared with the Solid Waste and HWY Users divisions. Additionally, we have proposed a bio waste disposal process for the division to review and evaluate.
  
- **Year End division Power Point Presentation for Council**
  - Risk Management completed a review of the 2024 Calendar Year End Operations Report to be presented to Council during December 18<sup>th</sup>.
  
- **ACFR Risk Management Statistics Report**
  - Provided Finance with a FY 23/24 Risk Management Statistics report on:
    - Total claims filed.
    - Total number of injured or ill workers reported.
    - Total number of electrical inspections.
    - Total number of notice of claims received.
  
- **First Aid Kit Inventory Completion**
  - Risk Management inspected each kit to ensure it is free of expired or damaged items and compliant with OSHA/ANSI regulations.
  - This process included documenting the contents of each kit, identifying any shortages or replacements needed, and ensuring that all kits meet the specific needs of their respective departments.
  - The next step is to schedule necessary restocking with our vendor to maintain readiness and compliance.
  
- **City Hall East Wing Remodel Project Review and Evaluation**
  - Risk Management collaborated with the relevant city stakeholders and divisions on a team evaluation of the City Hall East Wing remodeling project.

# NEW HIRE SAFETY ORIENTATION

Date	New Hires
Nov 11, 2024	3
Nov 27, 2024	1

## OSHA PEPP INSPECTION COMPLETIONS



## CITY OF YUMA HAZARDOUS WASTE EVENT PARTICIPATION



## THANKSGIVING EMPLOYEE LUNCHEON

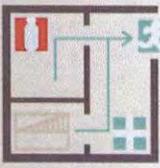


# SAFETY TALK SESSION – EMERGENCY EVACUATION PLAN



## EMERGENCY EVACUATION PLAN

- **1** **KNOW THE EVACUATION PLAN**

Familiarize yourself with the designated evacuation routes, exits and assembly points.
- **2** **EVACUATION PROCEDURES**

Follow evacuation routes calmly. Help colleagues evacuate safely and once outside, do not attempt to go back inside the building.
- **3** **IMPORTANT SAFETY TIPS**

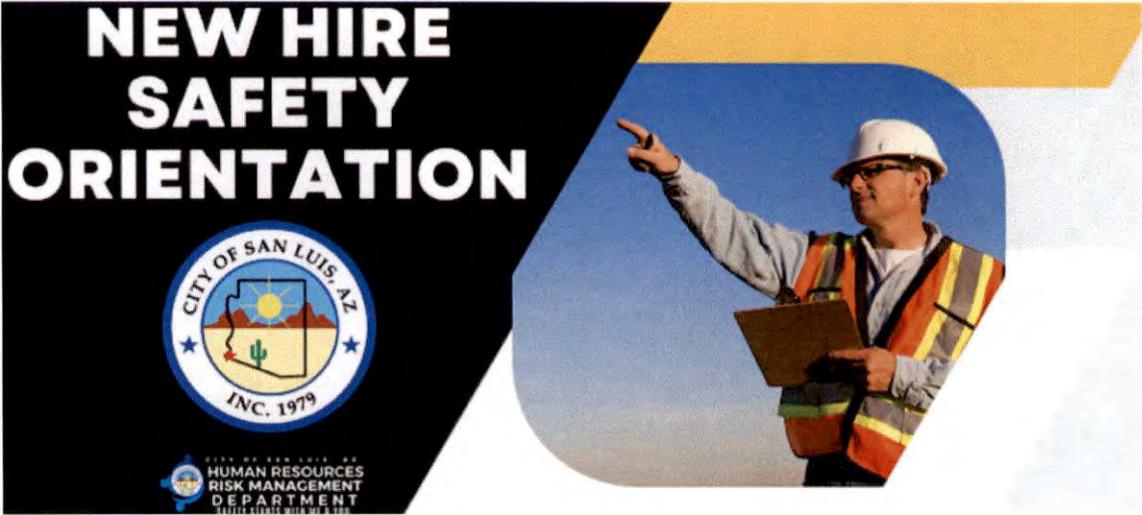
Follow instructions from supervisors or emergency personnel. Avoid blocking pathways and exits. Know the location of Fire Extinguishers and First Aid Kits.
- **4** **SPECIAL CONSIDERATIONS**

Evacuate individuals with mobility impairments or other disabilities first. Take the appropriate steps to safely gather at the designated meeting/assembly area.
- **5** **EVACUATION DRILLS**

Actively participate in drills to ensure that everyone is familiar with the procedures. Provide feedback to improve the overall evacuation process.



**NEW HIRE SAFETY ORIENTATION PROGRAM – NOVEMBER**





# San Luis Municipal Court

## November 2024 Monthly Update

### Events:

- Judge Figueroa was a judge at the Asado and Brew Fest hosted by the City
- Court staff attended the City's Thanksgiving luncheon
- Judge Figueroa attended the 18<sup>th</sup> Annual Josefina Yopez Cancer Walk-A-Thon

### Meetings:

- Attended Department Head Meetings
- Had a Criminal Justice Coordination Meeting with San Luis Police Department and the City Prosecutor's Office
- Court management met with City Administration and Economic Development regarding condition of current courthouse and talks of the future
- Court management met with City HR regarding the court's organizational structure

### Revenue:

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

### Updates:

- All Court Staff completed their COJET (Committee on Judicial Education and Training) hours for 2024

### Trainings:

- Court Staff received internal trainings on the following topics: AJACS queues and purging
- Chief Clerk shadowed Yuma County JP#1 Chief Clerks for hands-on training
- Court Staff and SLPD Dispatch attended an eWarrants demonstration at Yuma County Superior Court

Period Covered: November 2024  
 Prepared by: Alejandra Peru  
 Title: Court Administrator  
 Prepared date: 12/4/2024

GL ACC NUM	CODE	GL ACCOUNT NAME	Amount
<b>HOLD ACCOUNTS</b>			
2-79-11		UNAPPLIED PAYMENTS	\$ -
2-79-51		DDS HOLD ACCOUNT	\$ -
2-71-01	ZBND	BOND POSTED	\$ 4,563.70
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	\$ -
2-41-01	ZREST	RESTITUTION	\$ 399.26
2-92-02	ZSLPX	CITING AGENCY SUSPENSE - 28-4139 LICENSE PLATE VIOLATION	\$ -
<b>TOTAL HOLD ACCOUNTS</b>			<b>\$ 4,962.96</b>
<b>ACCOUNTS PAYABLE</b>			
4-23-01	ZHRFC	28-2533 REGISTRATION VIOLATION	\$ -
2/21/1953	ZOS2	2011 ADDITIONAL ASSESSMENTMT (JUSTICE COURTS SHARE)	\$ 119.22
4/23/2003	ZOS3	OFFICER SAFETY EQUIPMENT (SAN LUIS POLICE DEPARTMENT)	\$ 477.20
2/15/1932	ZOS5	STATE CITING AGENCIES - 2011 ADDITIONAL ASSESSMENT (AZ DEPT PUB SFTY, PHOENIX)	\$ -
4/23/2002	ZSLPC	28-4139 LICENSE PLATE VIOLATION (SLPD)	\$ 20.52
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)	\$ 0.25
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>\$ 617.19</b>
<b>GENERAL FUND</b>			
2-13-05	ZADRF	Title 22 FEES	\$ -
2-11-05	ZADRF	ARSON DETECTION REWARD FUND	\$ -
2-52-01	ZEORF	EORPF - TITLE 22 FEES	\$ -
2-15-46	ZDRPF	DRAG RACING PREVENTION ENFORCEMENT FUND	\$ 326.30
2-12-16	ZSASF	SMART AND SAFE FUND	\$ -
4-91-04		FORFEITED OVERPAYMENTS	\$ -
4/21/1981	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)	\$ 3,993.17
2/15/1933	ZCAA1	ADDRESS CONFIDENTIALITY PROGRAM ASSESSMENT	\$ 95.00
4/29/2022	ZCAA2	ADD CONFIDENTIALITY PROGRAM ASSESSMENT - LOCAL PORTION	\$ 5.00
4-31-01	ZDDS	COURT DEFENSIVE DRIVING SCHOOL FEE	\$ 7,000.00
4-31-02	ZDEFP	DEFERRED PROSECUTION FEE	\$ 300.00
4/21/2010	ZFINE	CIVIL TRAFFIC FINES	\$ 9,645.46
4/22/1930	ZFINE	CRIMINAL FINES - NON TRAFFIC	\$ 866.89
4/22/2010	ZFINE	CRIMINAL TRAFFIC FINES (DUI)	\$ 1,265.47
4/22/2020	ZFINE	CRIMINAL TRAFFIC FINES (NON-DUI)	\$ 633.24
4/21/1990	ZFINE	OTHER CIVIL	\$ -
4/21/1995	ZFINE	GENERIC BASE FINE	\$ 300.61
4-49-07	ZFINE	LOCAL CIVIL TRAFFIC - CV	\$ 370.46
4/21/1971	ZHRF2	CRT REIMBURSEMENT FEES (HURF-RELATED CV WT VIOLATIONS)	\$ 0.53
4-59-04	ZFINE	OFFENSES - CR	\$ 91.95
4-39-09	ZLCL	OTHER CLERK FEES	\$ 70.30
4/11/2001	ZMISC	TITLE 22 FILLING AND ANSWER FEES	\$ 86.29
4-45-01	ZPARK	PARKING FINES	\$ 22.32
4-49-05	ZTCOR	OFFENSES - CV	\$ -

4-91-02	ZOVF	NON-REFUNDABLE OVERPAYMENTS	\$ -
4-91-03	ZFOR	BOND FORFEITURES	\$ -
<b>TOTAL GENERAL FUND</b>			<b>\$ 25,072.99</b>
<b>SPECIAL REVENUE COURT FUND</b>			
4/30/2004	ZCTEF	COURT ENHANCEMENT FEE	\$ 3,815.23
4-32-01	ZDEF	DEFAULT FEE	\$ 2,058.35
4/13/2003	ZJCL	LOCAL JUDICIAL ENHACMENT FUND. (\$7 LOCAL PORTION OF THE TIME PAYMENT FEE)	\$ 742.50
4-13-02	ZJCLF	TITLE 22 OTHER FEES (LOCAL JCEF)	\$ 12.22
4-32-03	ZWAR	WARRANT FEE	\$ 38.30
<b>TOTAL SPECIAL REVENUE COURT FUND</b>			<b>\$ 6,666.60</b>
<b>STATE OF ARIZONA TREASURER</b>			
2/14/2008	ZADPS	ADPS FORENSIC FUND	\$ 922.80
2/14/2003	ZCEF	CEF- PENALTY ASSESSMENT NOT FROM DPS PHOTO ENFORCMENT	\$ 1,593.27
2/14/2009	ZCEF2	1% CLEAN ELECTIONS FUND	\$ 137.80
2/14/2001	ZCJEF	CJEF PENALTY ASSESSMENT	\$ 6,662.20
2/11/2011	ZCPRF	CHILD PASSENGER RESTRAINT FUND	\$ 4.65
2/11/2025	ZDECJ	DRUG & GANG ENFORCEMENT ACCOUNT	\$ -
2/14/2005	ZDNAS	DNA PENALTY ASSESSMENT	\$ 21.22
2/15/2011	ZDUJA	DUI ABATEMENT FUND ASSESSMENT	\$ 40.00
2/15/1934	ZDVSF	DOMESTIC VIOLENCE ASSESSMENT	\$ 100.00
2/13/2023	ZFAR1	FARE-Special Collections	\$ 114.33
2/13/2022	ZFAR2	FARE-Delinquency Fee	\$ 47.98
2/13/2025	ZFAR3	FARE-Enhanced Special Collections	\$ 345.66
2/13/2024	ZFAR4	FARE-Enhance Delinquency Fee	\$ 56.16
2/14/2004	ZFTGS	FTG PENALTY ASSESSMENT	\$ 1,106.52
2/11/1935	ZHRF1	HIGHWAY USER REVENUE FUND (WEIGHT VIOLATIONS)	\$ 109.80
2/11/1936	ZHRF3	HIGHWAY USER REVENUE FUND (REGISTRATION VIOLATIONS)	\$ -
2/13/1952	ZJCS	JCEF TIME PAYMENT FEE - STATE	\$ 1,166.78
2/13/1953	ZJCS	TPF-PUBLIC DEFENDER TRAINING FUND	\$ 212.14
2/13/1951	ZJCSF	JCEF TITLE 22 FEES - STATE	\$ 28.19
2/14/2002	ZMSEF	MSEF PENALTY ASSESSMENT	\$ 2,055.29
2/15/1931	ZOS1	2011 ADDITIONAL ASSESSMENT - STATE	\$ 955.31
2/15/2013	ZPCOF	PRISON CONSTRUCTION AND OPERATIONS FUND ASSESSMENT	\$ 2,992.11
2/15/1942	ZPOTE	PEACE OFFICER TRAINING EQUIP FUND	\$ 457.24
2/14/2006	ZPRSU/PR S6	JCEF PROBATION ASSESSMENT - ST	\$ 2,327.11
2/15/2014	ZPSEF	PUBLIC SAFETY EQUIPMENT FUND ASSESSMENT	\$ 2,201.85
2/15/1943	ZVCAF	\$9 VICTIMS RIGHT PENALTY (37.6%)	\$ 405.88
2/15/1937	ZVREA	VICTIM RIGHTS ENFORCEMENT FUND	\$ 241.38
2/15/1944	ZVRF	\$9 VICTIMS RIGHT PENALTY (62.4%)	\$ 673.71
<b>TOTAL STATE OF ARIZONA TREASURER REVENUE</b>			<b>\$ 24,979.38</b>
<b>TOTAL</b>			<b>\$ 62,299.12</b>

<b>DISBURSEMENTS:</b>		
STATE	\$	<b>24,979.38</b>
CITY	\$	<b>25,072.99</b>
COUNTY (2-21-53)	\$	<b>119.22</b>
JCEF (4-13-03 + 4-13-02)	\$	<b>754.72</b>
CEF (4-30-04)	\$	<b>3,815.23</b>
WARRANT FEES (4-32-03)	\$	<b>38.30</b>
<b>CITING AGENCIES:</b>		
SLPD	\$	<b>477.20</b>
DPS	\$	-
ADOT	\$	-