



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 *umthepz*

DATE: October 10, 2024

SUBJECT: Monthly Reports for September 2024

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

Thank you.

MONTHLY REPORTS DEPARTMENT ROSTER

MONTH OF: September 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		

TOTAL DEPARTMENTS : 12

TURNED IN: 12

MISSING: 0

SOCIAL MEDIA METRICS



@SANLUISAZGOV
SEPTEMBER 2024

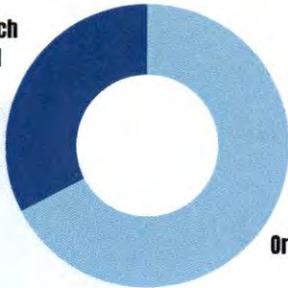
facebook

Audience - total followers 19,098

31.8% of views are coming from San Luis, AZ residents

Top Content Formats (measured by reach)

Ad Reach
48161



Organic Reach
99494

- Photos 13,808
- Videos 29,192
- Multi Photo 54,731
- Text 41,152
- Links 48,926
- Others 4,046
- Stories 3,471
- Reels 96
- Multi Media 2

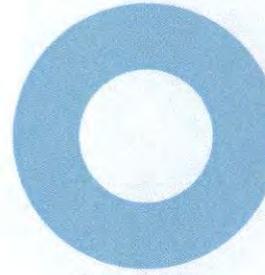
Total Published Content Breakdown

34 Photos - 8 Videos - 8 Stories - 3 Text - 1 Reel

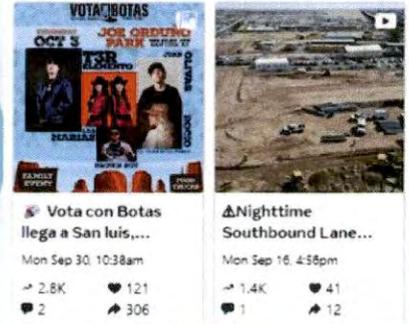
Instagram

Audience - total followers 3,690

37% of views are coming from San Luis, AZ residents



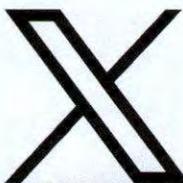
Organic Reach
10653



Top Posts by Interactions

Total Published Content Breakdown

32 Feed Post - 29 Stories



Total Reach 978
Total New Post 10
Total Followers 1034

Happy IT Professionals Day! From troubleshooting our tech woes to safeguarding our networks, they do it all with unmatched expertise. Thank you to all the IT pros for keeping us connected and protected. Your hard work doesn't go unnoticed! #ITProfessionalsDay #TechHeroes



Most reached

LinkedIn

Impressions 4,603
New Followers 18
Total Followers 674
Page visits 129



Earlier this week at the AAED Southern Summit, Council Member Matias Rosales spoke on the "Bridging Borders: Investing in Arizona - Mexico Border Infrastructure" panel. Council Member Rosales shared key insights on the ...more



Armando Esparza and 34 others

1 comment · 3 reposts

Highest Impressions - 991

@SANLUISAZPARKS

SEPTEMBER 2024

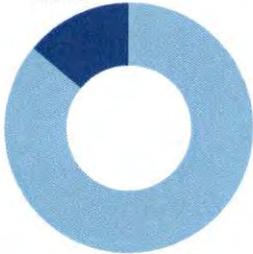


Audience - total followers 13,194

39.6% of views are coming from San Luis, AZ residents

Ad Reach
20060

Top Content Formats (measured by reach)



Organic Reach
123847

Photos	15,655
Videos	15,809
Multi photo	8,178
Text	12,114
Links	8,420
Others	6,818
Stories	4,635
Reels	96,632
MultiMedia	4

Total Published Content Breakdown

29 Stories - 8 Reels - 8 Photos - 6 Text - 1 Video

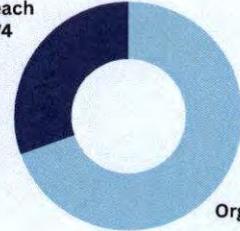


Audience - total followers 879

50.5% of views are coming from San Luis, AZ residents

13 Feed Post - 54 Stories

Ad Reach
2074



Organic Reach
4754



Top Posts by Interactions

@SLPDAZ

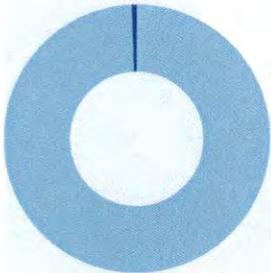
SEPTEMBER 2024

Audience - total followers 26,881

25.8% of views are coming from San Luis, AZ residents

Ad Reach
1220

Top Content Formats (measured by reach)



Organic Reach
19497

Photos	103,378
Videos	1,460
Multi photo	154,694
Text	40,273
Links	14,519
Others	19,220
Reels	360
MultiMedia	10
Stories	4,664

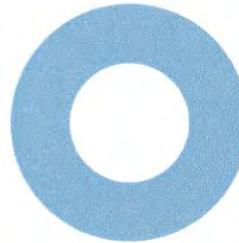
Total Published Content Breakdown

16 Photos - 4 Text - 2 Stories

Audience - total followers 1,610

19.7% of views are coming from San Luis, AZ residents

5 Feed Post - 3 Stories



Organic Reach
3624



@SLFDAZ

SEPTEMBER 2024

Audience - total followers 3,015

40.7% of views are coming from San Luis, AZ residents

Top Content Formats (measured by reach)



Organic Reach
6768

Photos	6,532
Videos	78
Multi photo	208
Links	33
Others	146

Total Published Content Breakdown

6 Photos - 0 Stories

Audience - total followers 849

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

6 Feed Post - 0 Stories

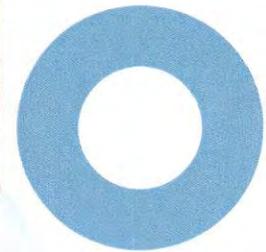


The City of San Luis
Fire Department...

Mon Sep 2, 9:36am
665 likes, 60 hearts, 4 shares

From September 15,
2024 through...

Sun Sep 29, 12:56pm
636 likes, 75 hearts, 2 shares



Organic Reach
1420

Top Post by Reach

City of San Luis

Finance Department

Billing & Collections Division

Water - Wastewater - Solid Waste - Business License



Operations Monthly Report

September 2024

Billing and Collections Monthly Report

Bills

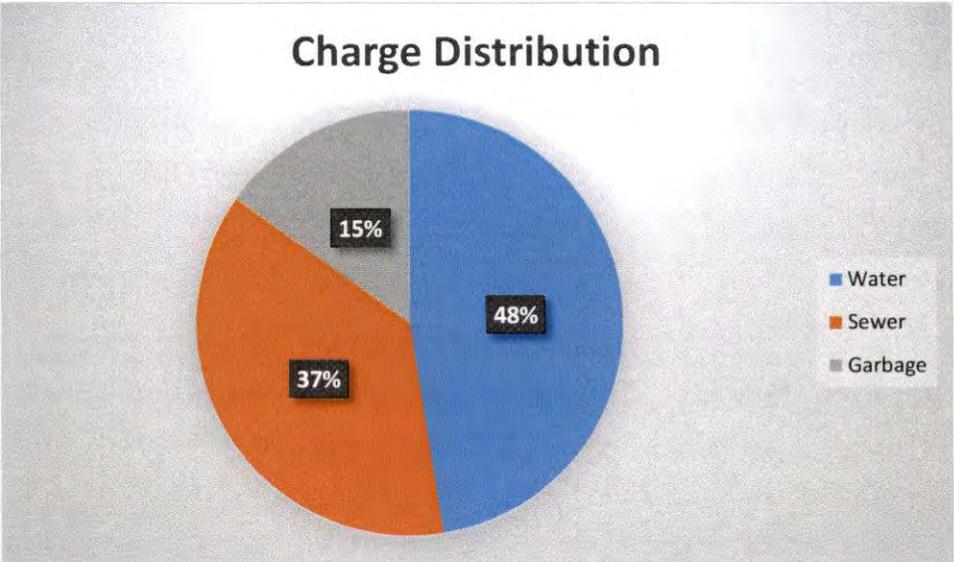
Date Bills Mailed 10/3/2024
 Number of Accounts Billed 9,173
 Current Charges \$ 1,301,949.11

Charge Distribution

Water \$ 618,091.28
 Sewer \$ 487,411.75
 Garbage \$ 196,446.08

Account Distribution

Residential 8686
 Commercial 291
 City 146
 School 30
 Government 20



Revenue Collected

Utilities	\$1,165,003.90
Development Services	\$195,855.70
Miscellaneous Revenues	\$192,123.00
City Utility Accts.	\$136,547.69
Fire Department	\$100,040.01
Public Works	\$53,974.44
Police Department	\$5,913.20
Parks & Recreation	\$9,581.25
Senior Center Meals - WACOG	\$1,490.00
Parking Meters	\$1,477.66
Total	\$1,862,006.85



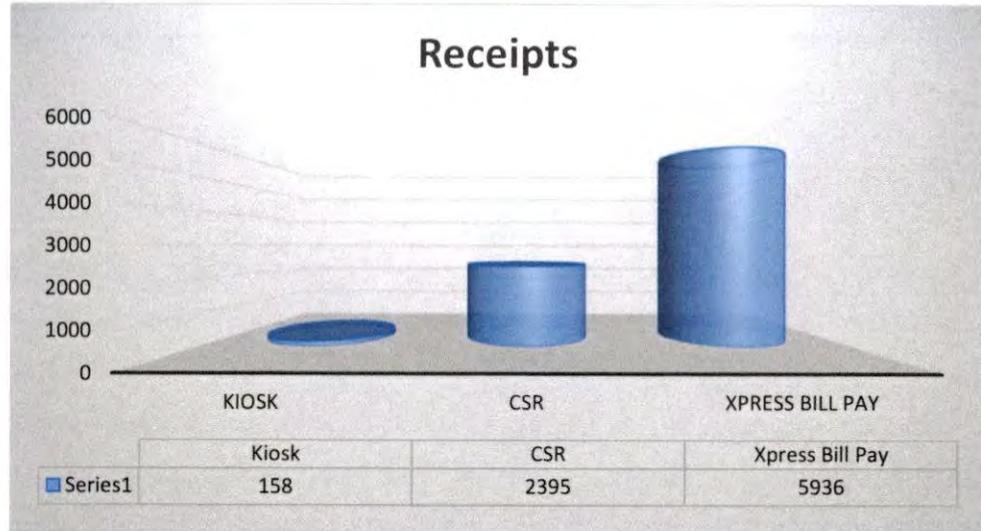
Billing and Collections Monthly Report

Total Receipts

Customer Service Reps	
Cash	1094
Checks	249
Debit/Credit	1052
Total	2395

XpressBillPay	
E-Check	2437
Credit/Debit	3499
Total	5936

Kiosk	
Cash	59
Credit/Debit	99
Total	158



Meter Reader Technicians

Move-In Accounts	55
Garbage Related	126
Move-Out Accounts	16
Water Related	231

Delinquent Notices	854
Past Due Balance Reminders	407
Payment Arrangements	86
Disconnections	88

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	7
Balance transferred to VCS	\$ 353.61
Total Accounts on Collections	271
Total Amount	\$ 32,251.50

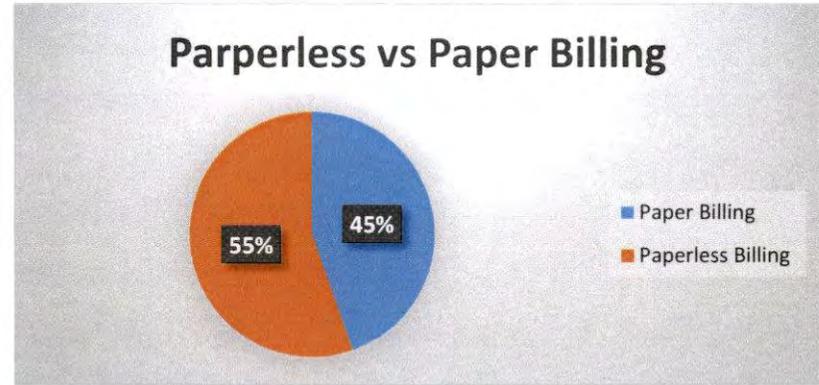
Accounts paid	2
Amount paid	\$ 123.24
Total Accounts paid	65
Amount Collected	\$ 6,766.01

Billing and Collections Monthly Report

Paperless Billing

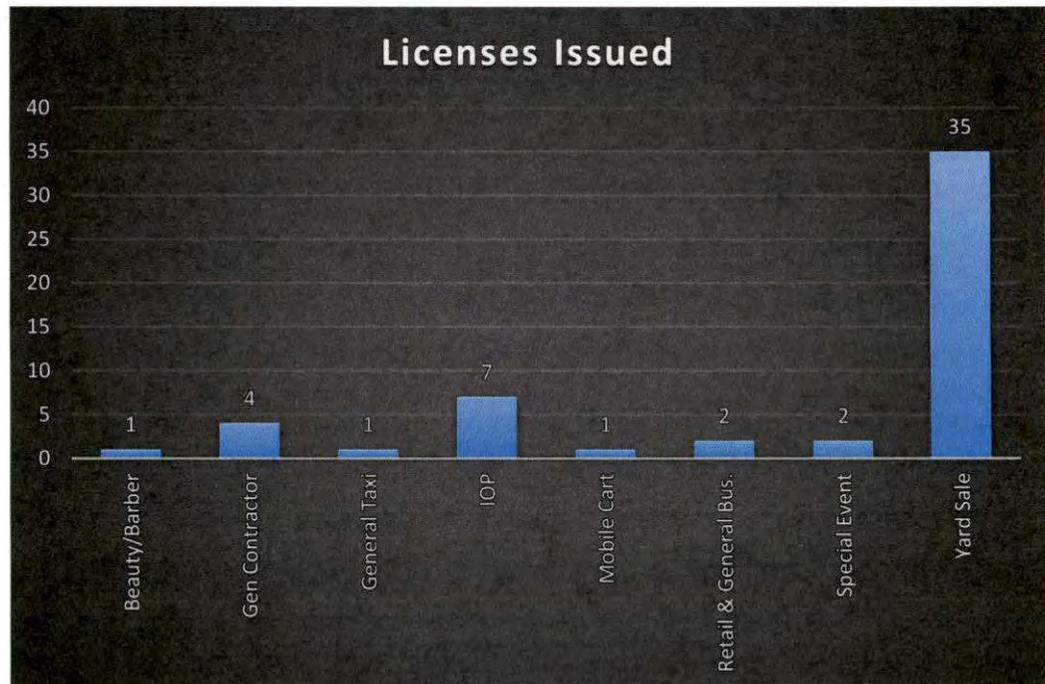
Paper Billing 4094
 Paperless Billing 5079

Accounts on Autopay 2027



BUSINESS LICENSE

Licenses Issued/Renewed	
Beauty/Barber	1
Gen Contractor	4
General Taxi	1
IOP	7
Mobile Cart	1
Retail & General Bus.	2
Special Event	2
Yard Sale	35
Total	53



CITY OF SAN LUIS



DEVELOPMENT SERVICES DEPARTMENT

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

OPERATIONS MONTHLY REPORT

SEPTEMBER 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
P & Z Activities													
Zoning Applications - Residential													0
-Commercial/Industrial													0
CUP Applications - Residential													0
-Commercial/Industrial													0
Variance Applications - Residential													0
-Commercial/Industrial													0
Minor Variance Application - Residential													0
-Commercial/Industrial													0
General Plan -Minor Amendment													0
-Major Amendment													0
Subdivision Application -Preliminary Plat	1												1
-Final Plat Application	1												1
Lot Split / Lot Tie	1												1
Text Amendments													0
Continuation of Public Hearings													0
Total	3	0	3										
P&Z Fees													
Zoning Applications - Residential													\$ -
-Commercial/Industrial													\$ -
CUP Applications - Residential													\$ -
-Commercial/Industrial													\$ -
Variance Applications - Residential													\$ -
-Commercial/Industrial													\$ -
Minor Variance Application -Residential													\$ -
-Commercial/Industrial													\$ -
General Plan -Minor Amendment													\$ -
-Major Amendment													\$ -
Subdivision Application -Preliminary Plat	\$ 3,128.00												\$ 3,128.00
-Final Plat Application	\$ 2,428.00												\$ 2,428.00
Lot Split / Lot Tie	\$ 400.00												\$ 400.00
Text Amendments													\$ -
Continuation of Public Hearings													\$ -
Total Fees Paid (130-48000)	\$ 5,956.00	\$ -	\$ 5,956.00										

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
Permits Issued													
Residential - new	49	39	33	0	0	0	0	0	0	0	0	0	121
Multi-Family New	0	0	0	0	0	0	0	0	0	0	0	0	0
Residential - remodel	11	10	4	0	0	0	0	0	0	0	0	0	25
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
Subtotal - Residential	60	49	37	0	146								
Estimated Value of Permits	\$ 7,234,591.00	\$ 5,855,276.89	\$ 5,948,355.00	\$ -	\$ 19,038,222.89								
Commercial - new	0	3	0	0	0	0	0	0	0	0	0	0	3
Commercial - remodel	1	1	1	0	0	0	0	0	0	0	0	0	3
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
Subtotal - Commercial	1	5	3	0	9								
Estimated Value of Permits	\$ 180,000.00	\$ 3,767,749.00	\$ 110,000.00	\$ -	\$ 4,057,749.00								
City Exempt	0	0	0	0	0	0	0	0	0	0	0	0	0
Electrical Permit	1	4	2	0	0	0	0	0	0	0	0	0	7
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	0	0	0	0	0	0	0	0	6
Solar Permit	8	12	15	0	0	0	0	0	0	0	0	0	35
Swimming Pools	0	1	1	0	0	0	0	0	0	0	0	0	2
Tower Antenna Inst.	1	0	0	0	0	0	0	0	0	0	0	0	1
Subtotal - Other	17	17	21	0	55								
Estimated Value of Permits	\$ 467,953.76	\$ 319,628.24	\$ 506,371.18	\$ -	\$ 1,293,953.18								
Total Permits Issued	78	71	61	0	210								
Total Estimated Value of Permits	\$ 7,882,544.76	\$ 9,942,654.13	\$ 6,564,726.18	\$ -	\$24,389,925.07								

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
Certificates of Occupancy													
Residential - new	27	31	30										
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	0	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
Total Certificates of Occupancy	27	31	30	0	88								
Certificates of Completion													
Residential	2	4	7	0	0	0	0	0	0	0	0	0	13
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
Total Certificates of Completion	3	4	7	0	14								
<p><i>All new construction (residential/commercial/industrial) receives a Certificate of Occupancy when the building has cleared all inspections and is ready to be occupied.</i></p> <p><i>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 .</i></p>													

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
Permit Fees													
Building Permit Fee	\$ 69,462.00	\$ 83,674.00	\$ 56,108.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 209,244.00
Plan Check Fee	\$ 6,108.30	\$ 15,040.27	\$ 9,036.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deposit for Residential Plan Checks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MH Permit Fee - Pit Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MH Permit Fee - Ground Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electrical Permits	\$ 108.00	\$ 471.00	\$ 216.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plumbing Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HVAC Permits	\$ 260.00	\$ -	\$ 520.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Sprinkler Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Solar Permits	\$ 820.00	\$ 2,830.00	\$ 2,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Dept. Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Demolition Permits	\$ -	\$ 50.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Permit Fees(131-40135)	\$ 76,758.30	\$ 102,065.27	\$ 68,680.20	\$ -	\$ 247,503.77								
Utility Fees													
Water Connection Fee(100-43010)	\$ 22,050.00	\$ 29,329.39	\$ 14,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WW Connection Fee(100-43115)	\$ 22,050.00	\$ 19,800.00	\$ 14,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Utility Fees	\$ 44,100.00	\$ 49,129.39	\$ 28,800.00	\$ -	\$ 122,029.39								
Impact Fees													
Water Impact Fee (100-45025)	\$ 26,558.00	\$ 27,277.00	\$ 17,886.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WW Impact Fee(100-45025)	\$ 44,688.00	\$ 43,775.00	\$ 29,184.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety Impact Fee(100-45030)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Parks Impact Fee(100-45005)	\$ 36,897.00	\$ 35,203.12	\$ 24,096.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Streets Impact Fee(100-45035)	\$ 83,741.00	\$ 91,912.12	\$ 56,138.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Impact Fee (860-45015.019)	\$ 27,538.00	\$ 37,203.13	\$ 18,546.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police Impact Fee (860-45010.019)	\$ 21,486.00	\$ 26,691.15	\$ 14,718.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administration Imp. Fee(100-45000)	\$ 15,092.00	\$ 20,705.08	\$ 9,856.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Impact Fees	\$ 256,000.00	\$ 282,766.60	\$ 170,424.00	\$ -	\$ 709,190.60								
Miscellaneous Fees													
Replace Building Card	\$ 50.00	\$ 50.00	\$ 320.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420.00
Change subcontractor	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75.00
Re-Inspections	\$ 650.00	\$ 275.00	\$ 150.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,075.00
Special Inspections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investigation Fee (Stop Work Order)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plan Certification	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fee for use of outside consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Misc. Fees (131-48000)	\$ 700.00	\$ 325.00	\$ 545.00	\$ -	\$ 1,570.00								
TOTAL	\$ 377,558.30	\$ 434,286.26	\$ 268,449.20	\$ -	\$ 1,080,293.76								

**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										59
Investigations	5	3	4										12
First Notice	15	12	11										38
Second/Final notices	7	6	6										19
Cases Closed due to compliance	15	21	20										56
Citations Given	3	2	2										7
Court Appearances	0	3	1										4
Red Tags	4	0	1										5
Abatement Notice	0	0	1										1

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									0
ADDRESS VERIFICATION LETTERS	1	0	2									0
GIS PROJECTS:	Clean up Campaign Map and Interactive map have been completed.											



ECONOMIC DEVELOPMENT

CITY OF SAN LUIS, ARIZONA

SEPTEMBER 2024 REPORT

1. BUSINESS ATTRACTION



- The Economic Development Department participated in the ICSC conference in Palm Springs and focused on recruiting new retailers to our community.
- Department staff met with international vehicle manufacturer to discuss San Luis as a location for business.

2. SMALL BUSINESS DEVELOPMENT

- Staff met with Local First Arizona to further discuss bring their *Fuerza Local* Business Accelerator Program to community using USDA Rural Business Development Grant award.

3. COMMUNITY ENGAGEMENT

- Director met with San Luis Economic Development Commission members to discuss projects and priorities.

4. GRANTS

- City of San Luis and Campesinos sin Fronteras requested a debriefing on Community Change

Grant Program (CCGP) application to resubmit for funding consideration.

- Director submitted US HWY 95 Cultural Resources Survey to the Economic Development Administration for Water and Sewer line expansion grant.
- Staff is working with Parks and Recreation to submit Energy Efficiency and Conservation Block Grant Program for LED light upgrades.

5. OTHER ACTIVITIES

- Director and Councilmember Matias Rosales participated in AAED's Southern Summit: AZ/Mexico Relations. Council Member Rosales participated in border infrastructure investments.



- Staff attended to AAED Business Retention and Expansion session.
- Staff attended Chicanos por la Causa's: *Navegando la Preparación para el Financiamiento de los Emprendedores en Arizona.*

CITY OF SAN LUIS FIRE DEPARTMENT

MONTHLY REPORT



SEPTEMBER 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.

SEPTEMBER 2024

TOTAL FIRE INCIDENTS	
Commercial Fires	0
Residential Fires	0
Vehicle Fires	0
False Alarm	4
Other Fires	0
Total Fire Incidents	4

EMS ENCOUNTERS	
Refusals	17
Transports by SLFD	302
Transports by other	10
No patient contact	7
Total Transports	312
Total EMS Encounters	329

False Alarms	4
Fire Drills	0
Hazmat Incidents	4

Public Assistance	39
Community Paramedicine	14



MUTUAL AID EMS TRANSPORTS

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

Mutual Aid Provided:	
County	0
Somerton	9
Mexico	0
Received:	
SLM1	1
SLM2	1
SLM3	16
SLM4	81
SLM5	102
SLM6	0
SLM7	101
Somerton	9
HELO	1
Rural Metro	0
Yuma	0



CREWS

- Residential Inspections: **37**
 - A: 10
 - B: 14
 - C: 13
- Community Paramedicine: **14**
- Ride-Along Program (Arizona Western College Students): 0
- Senior Center Blood Pressure Checks: 0
- Fire Drill: 0
- Vaccine Clinic: **2**

FIRE INSPECTOR

- Commercial Inspections: **10**
- Suppression System Test: **2**
- Meetings: **9**



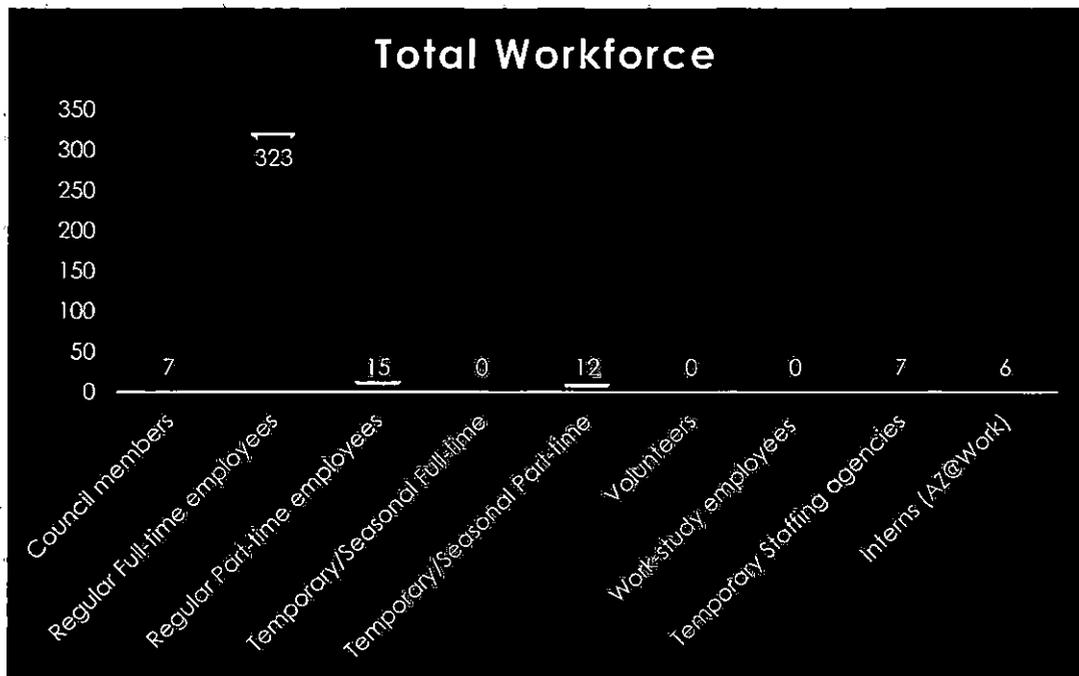
CITY OF SAN LUIS, AZ
**HUMAN RESOURCES
DEPARTMENT**
YOUR FUTURE BEGINS HERE.

MONTHLY OPERATIONS REPORT

September 2024

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

TOTAL WORKFORCE	
Council members	7
Regular Full-time employees	323
Regular Part-time employees	15
Temporary/Seasonal Full-time	0
Temporary/Seasonal Part-time	12
Volunteers	0
Work-study employees	0
Temporary Staffing agencies	7
Interns (AZ@Work)	6
TOTAL	370

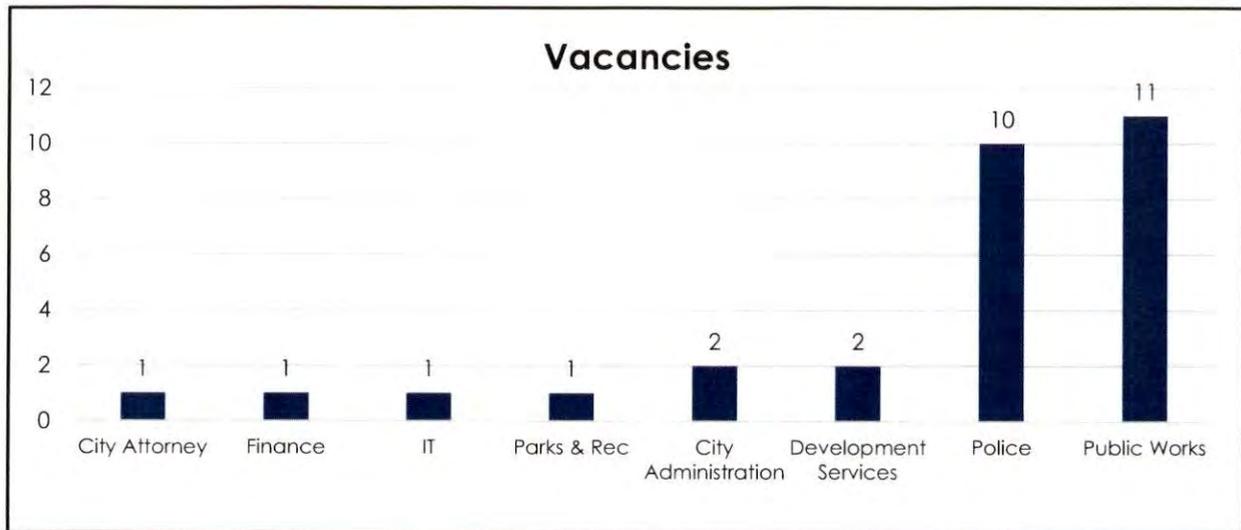


WORKFORCE TURNOVER			
New Hires (September)		Terminations (September)	
Employment Type	Quantity	Employment Type	Quantity
Regular (FT)	8	Resignations (FT- Regular)	1
Regular (PT)	0	Resignations (PT- Regular)	0
Seasonal (PT)	0	Dismissals (FT- Regular)	0
Temporary (PT)	0	End of Appt. (PT-Temp.)	0
AZ@Work Interns	0	End of season (PT)	11
Temp. staffing agency	6	Temp. staffing agency	0
Turnover Rate for September 2024: 0.30%			
Turnover Rate for September 2023: 1.47%			
Total Turnover Difference: -1.17%			

TALENT ACQUISITION							
RECRUITMENT ACTIVITY MONTH OF SEPTEMBER							
Previous Job Postings	New Job Postings	Applicants	Interview Sets	Total # of Interviewees	Total New Hires	Promotions	Requisitions Filled
49	6	226	3	15	7	2	7

Physical Agility Test Police	Written Exam Police	Physical Agility Test Fire	Written Exam Fire	Dispatch Typing test
Passed - 1	Passed - N/A	Passed - N/A	Passed - N/A	Passed - 3
Fail - N/A	Fail - N/A	Fail - N/A	Fail - N/A	Failed - 3

Department	Job Title	# of Vacancies
City Attorney	Paralegal	1
Development Services	Assist Director of Development Services	1
	Office Assistant	1
Finance	Finance Operations Manager	1
City Administration	Graphics and Media Specialist	1
	Office Assistant	1
Parks & Recreation	Recreation Assistant	1
Information Technology	Information Technology Technician	1
Police	Police Communications Officer	3
	Police Officer	3
	Police Officer (Recruit)	2
	Transit Enforcement Officer	2
Public Works	Heavy Equipment Operator	2
	City Engineer	1
	Wastewater Supervisor	1
	Wastewater Plant Operator - Treatment	1
	Wastewater Plant Operator	1
	Water/Wastewater Operator Apprentice	1
	Maintenance Technician - HUD	1
	Maintenance Specialist – HUD	3
TOTAL		29



Arizona@Work Internships		
Department	Interviews	Placements
I.T.	0	1
Human Resources	0	1

City Programs		
Program	Applicants in the month	Interviews
Police Explorer	1	0
CTE Fire Co-op Program	16	12

Volunteer Program		
Program	Applicants in the month	Interviews
Volunteers	13	0
Police Chaplain	2	0

BENEFITS ADMINISTRATION

INSURANCE	ADDITIONS Enrollments from September-2024	TERMINATIONS Effective September- 2024	TOTAL ACTIVE EEs
Health Insurance	4	1	313
VSP – Vision	4	1	306
Dental	4	1	311
FMLA Leave			7
Short-term Disability claims			1

- **Benefit Orientation** – Three (3) conducted
- **Benefits Broker Meetings** – Two (2) conducted
- **Claims Advocacy:** Five (5) claims were researched and sent to the Third-Party Claims Administrator for correct submission
- **Deferred Compensation Plan Seminar/Event**
 - September 04, 2024
 - 15 participants
 - Facilitator: Nationwide

WELLNESS PROGRAM

- **Gym Membership**
 - 60 active memberships / 30 EEs on the waiting list
- **Wellness Programs:**
 - Chair Therapeutic Massage
 - September 11, 2024 - 16 participants
 - Facilitator: Fluid Energies
 - Aqua Yoga Class
 - September 12, 2024 - Six participants
 - Facilitator: I am Wellness Studio
 - Sound Bath Session
 - September 18, 2024 - Five participants
 - Facilitator: I am Wellness Studio
 - CPR Courses
 - September 17, 2024 (2 sessions) - 14 participants
 - September 24, 2024 (2 sessions)- Eight participants
 - Facilitator: San Luis Fire Department
 - Wellness Fair & Vaccination Clinic
 - September 26, 2024 - 52 participants



SPECIAL PROGRAMS

RECOGNITION / ENGAGEMENT

- **I.T. & HR Professionals Day!**
 - I.T. Professionals Day - Sep 17, 2024
 - Promotional video was posted on social media
 - HR Professional - Day Sep 26, 2024.
 - Promotional Video was posted on social media



TRAINING AND DEVELOPMENT



Training Program	Facilitators	Trainees/ Department	Date	Total Training Hrs.
Management Training	HR Manager, HR Coord., PD Admin., PW Admin.	20 Total Supervisors from different departments	September 4, 10, 17, 24	175 hrs.
<i>Comments:</i>				
Train the Trainer	HR Manager, HR Coord.	3 Total Human Resources	9/10	3 hrs.
<i>Comments:</i>				
Business Professional Attire Training	HR Manager	5 Total Human Resources	9/26	1.5 hrs.
Performance Management	HR Coordinator	3 Total Parks and Recreation	9/25	3 hrs.
TOTAL HOURS OF TRAINING				182.5 hrs.

Management Training in Action



Professional Development Plan		
Department	Quantity	PDP Type
N.A.	0	N.A.
Tuition Reimbursement		
Department	Quantity	PDP Type
Human Resources	1	Managing Human Resources

- **Orientation Program (16 Employees)**
 - New Employee and Benefits Orientation
 - Eight Full-Time employees
 - Two temporary internships from AZ@Work
 - Six Hire Quest temporary staff employees
- **Communication:**
 - New Hire & Promotion Announcements
 - Plan & Schedule events for Oct. Nov & December
 - HR Website Re-design

COMPLIANCE/DATA ANALYTICS AND CLASS & COMP

- **Purchase Requisitions:** 13 processed
- **Agency-Wide Salary Survey**
 - Ongoing collaboration with Consultant (PSPC)
- **Public Records Requests:** One
- **Career Technical Education (CTE) program:** Ongoing meetings with SLHS to discuss further development of partnership

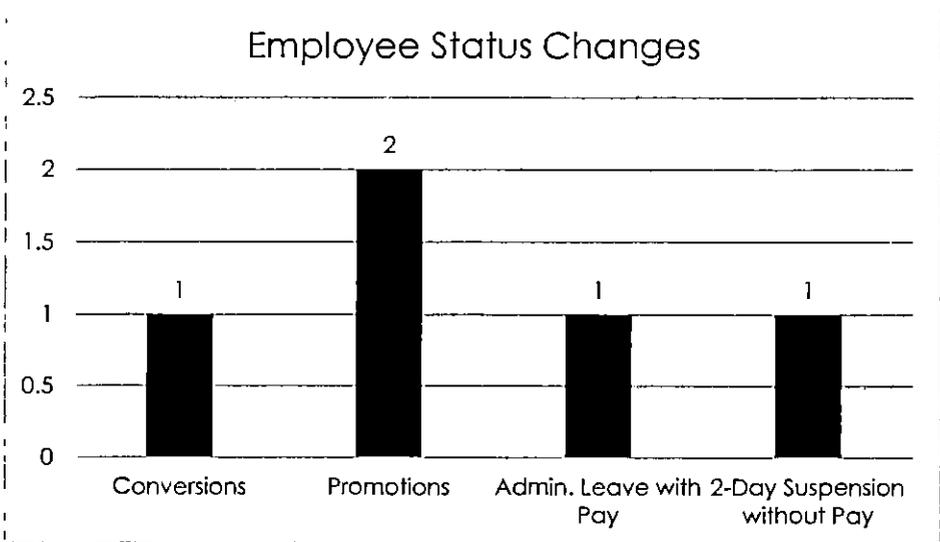
PERFORMANCE MANAGEMENT

Type of Evaluation	Placed	Received	Due	Total
Probationary	10	6	13	29
Original	9	4		11
Promotional	1			1
Mid-Term		2	6	8
End of Probation			7	7
Annual		9	18	27
Total	10	15	31	56

EMPLOYEE RELATIONS

- **Disciplinary Actions Administered:**
 - One (1) Written warning
 - One (1) Letter of Reprimand
 - One (1) 2-day suspension without pay
- **Exit interviews:** 1
- **Personnel Action Requests (PAR): 36**
 - Resignations: 15
 - Status Changes: 4
 - Disciplinary: 1
 - New Hires: 10
 - End of Probation: 6
- **Employee Recognition cards issued:**
 - Birthday – 36
 - Anniversary - 38

Employee Status Changes	Quantity
Conversions	1
Promotions	2
Admin. Leave with Pay	1
2-Day Suspension without pay	1



MAJOR ACCOMPLISHMENTS

- CTE Fire CO-OP Program:
In collaboration with Risk Management, HR, and the San Luis Fire Department, we developed and launched the formal CTE Fire CO-OP program, establishing strong connections with San Luis High School.
- Wellness and Benefits Events:
This month, we prioritized our employees' health and wellness by organizing six events, including a major wellness fair and vaccination clinic.
- Management Training:
In September we conducted four training sessions, achieving 53% of progress in the program.

Information Technology

Monthly Report: September 2024

Overview:

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

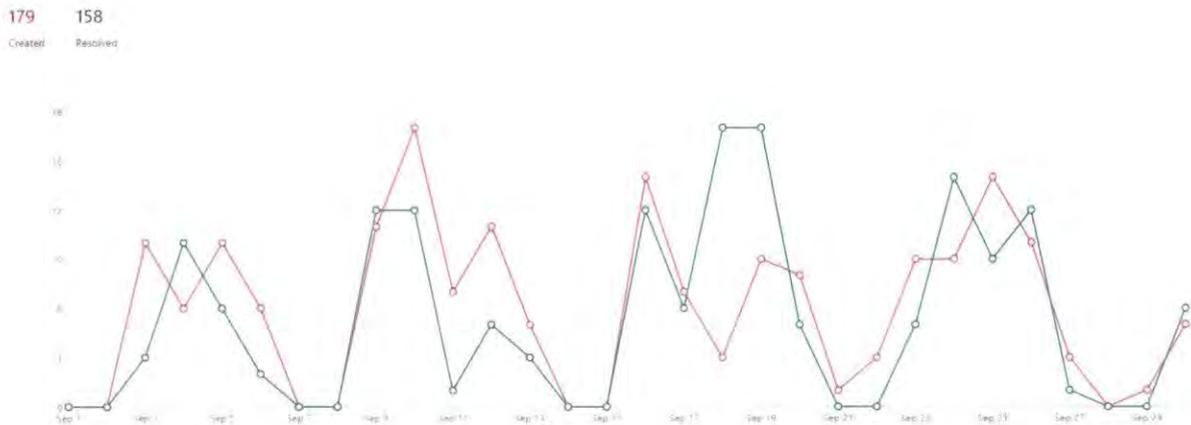
IT support and infrastructure operations ensure that technology systems are reliable, secure, and optimized to meet the organization's needs.

Completed Projects

- New Printers Installed: Configured and connected new printers for the following facilities, enhancing operational efficiency for staff:
 - Billing Utilities
 - Facilities
 - Transfer Site
 - City Hall Administration
 - City Prosecutor's Office
 - Business Incubator
 - West Wastewater Treatment Plant
 - Police Department
 - Human Resources (HR)

IT Service Management Statistics

Requests Created Total: 179 | Request Resolved: 158



PARKS AND RECREATION

MONTHLY REPORT

September 2024

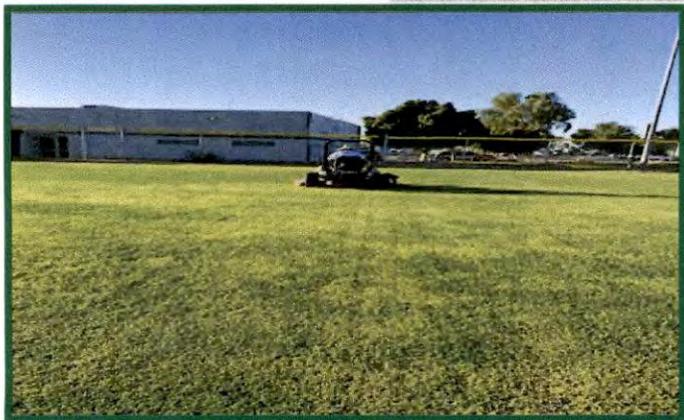
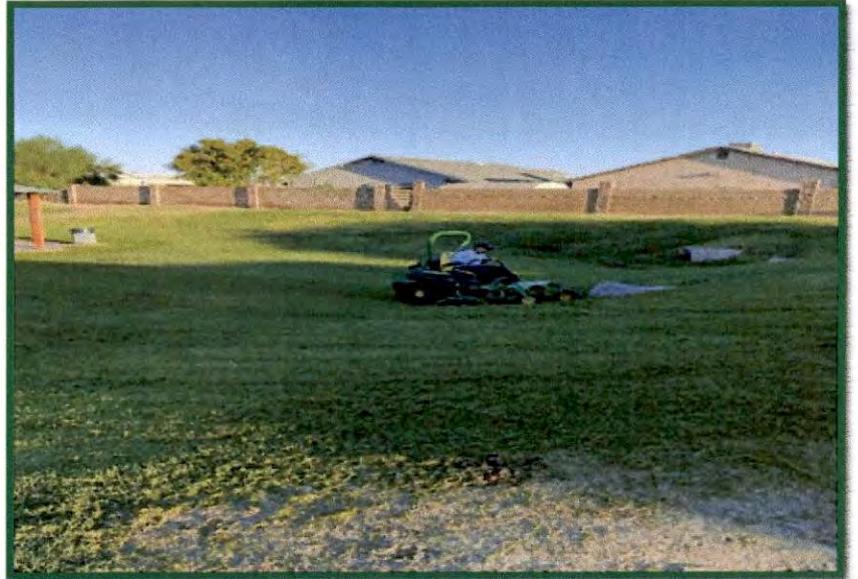
Parks Grounds Department

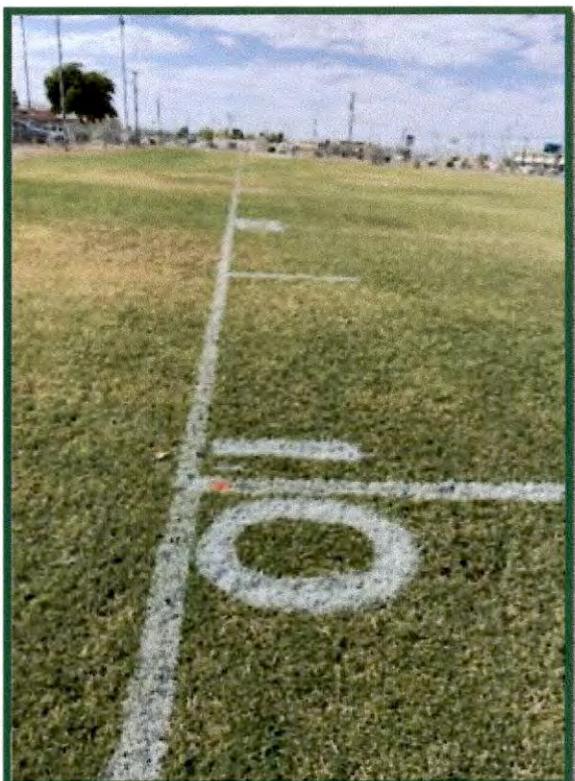
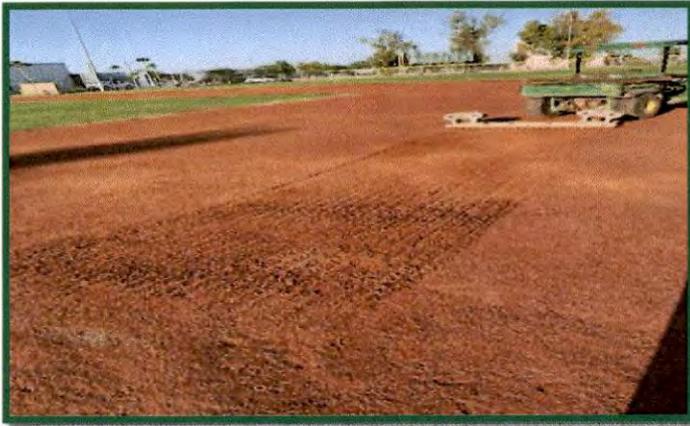
The month of September still had days with high temperatures, Parks Grounds took the safety precautions by getting hydrated. Staff started cutting the grass a little shorter and cutting down on the water to get ready for overseeding which will take place in mid to late October.

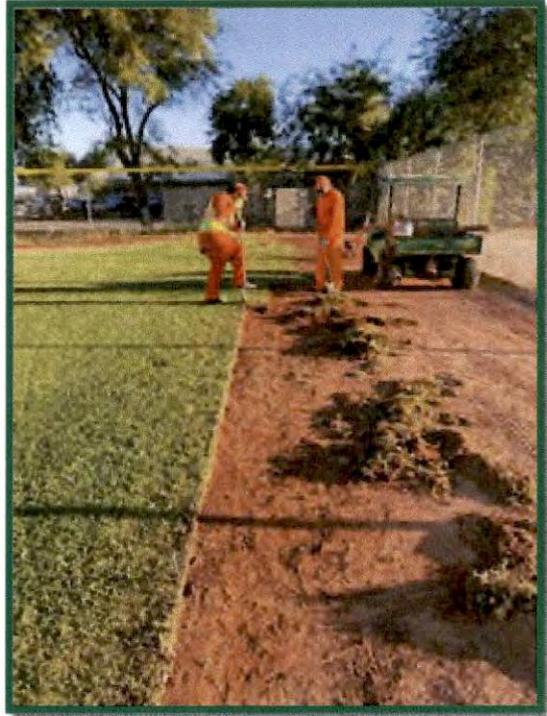
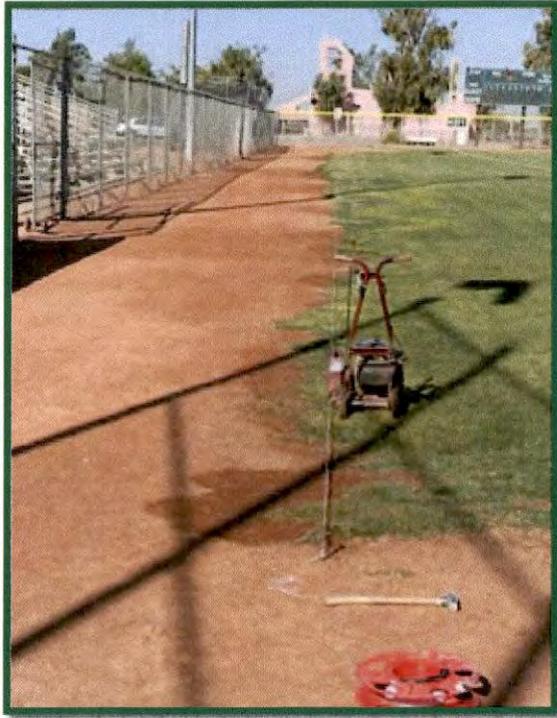
Please view below a list of maintenance projects the Parks Grounds Department completed during the month of September, as well as completed projects and new projects that have begun.

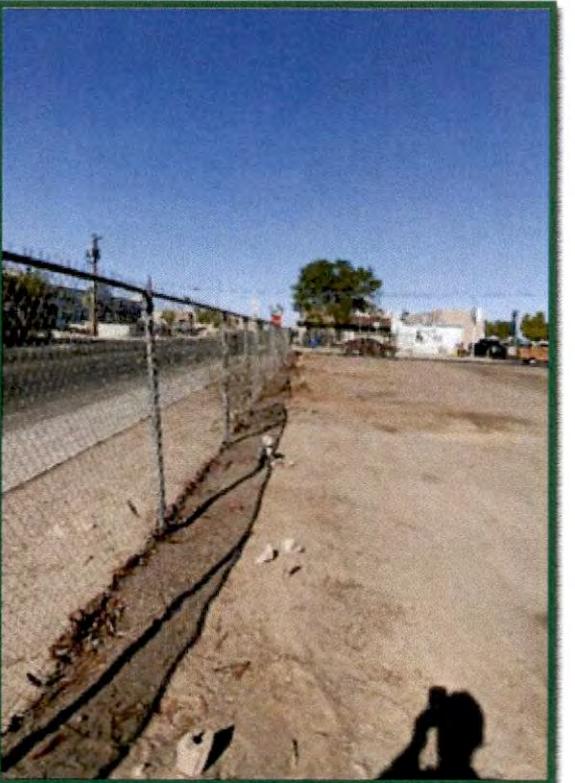
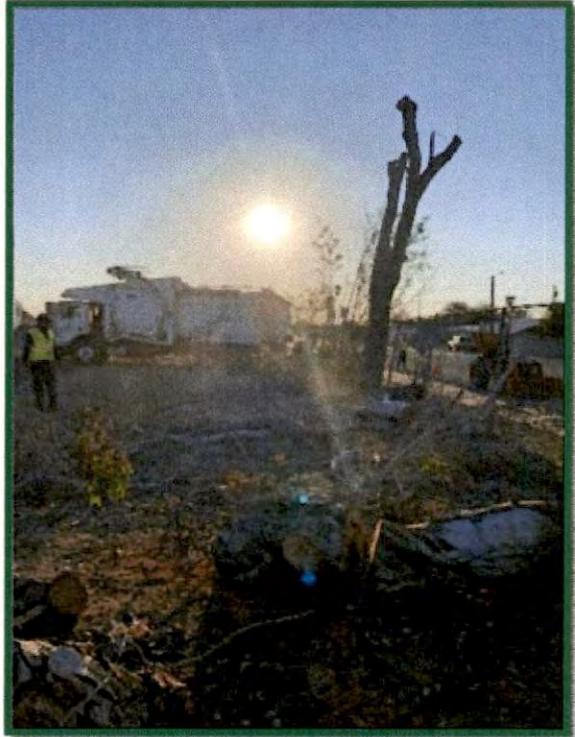
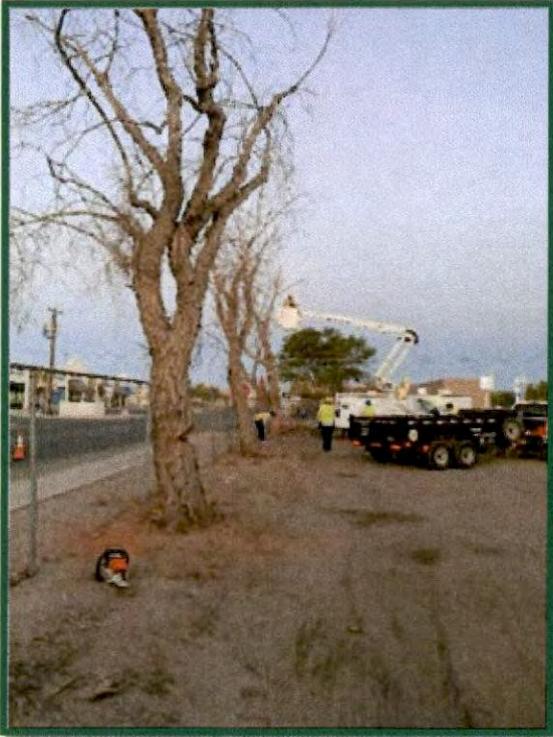
Maintaining Green Areas & Parks

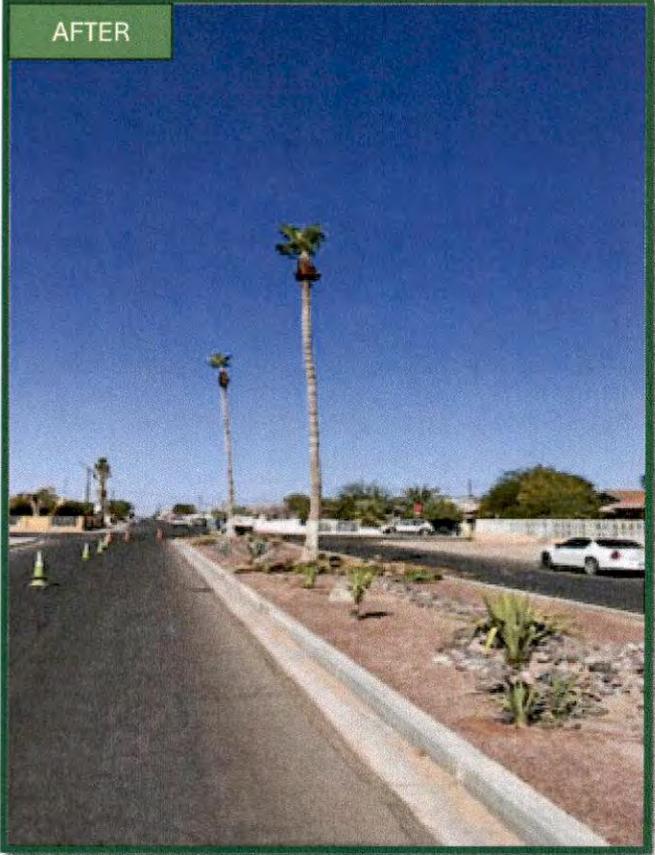
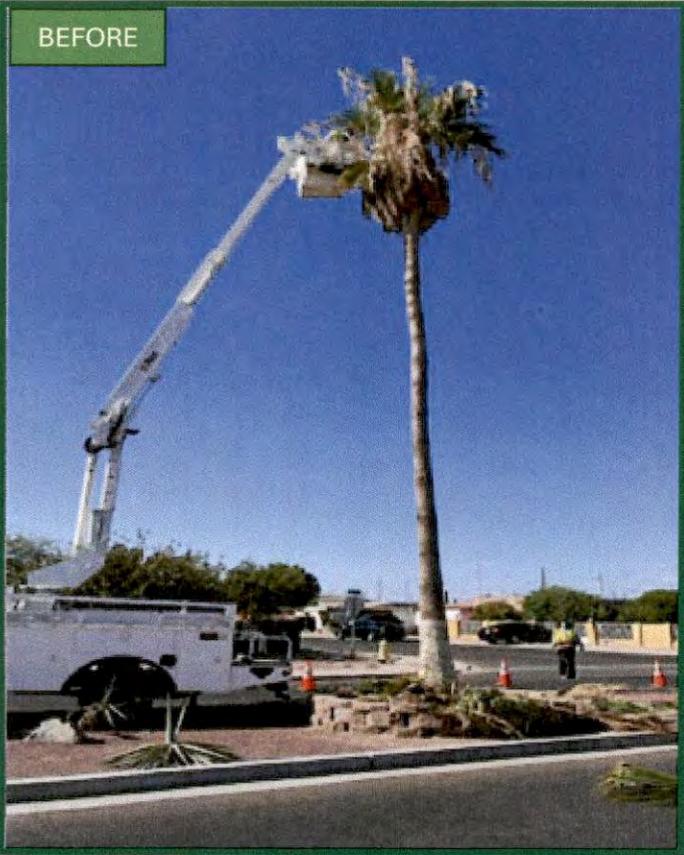
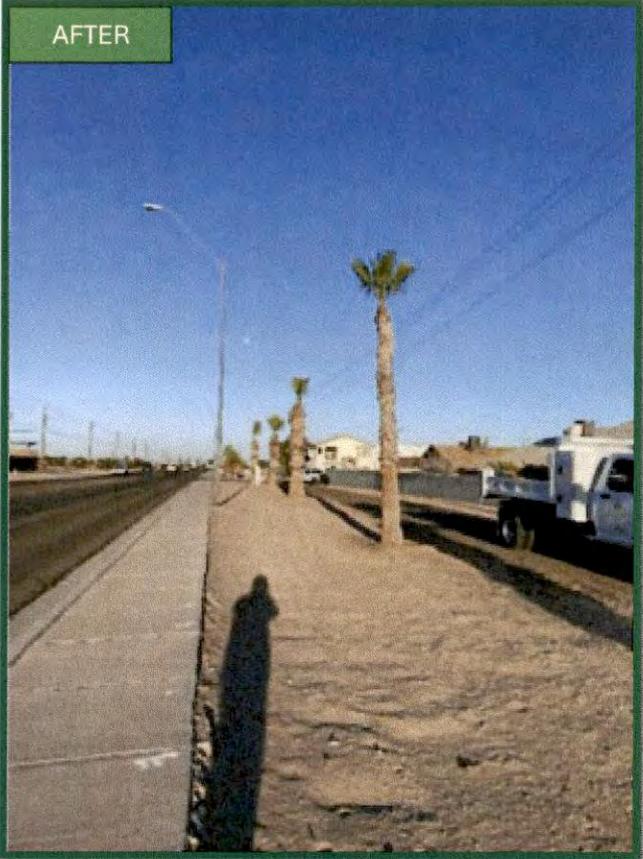
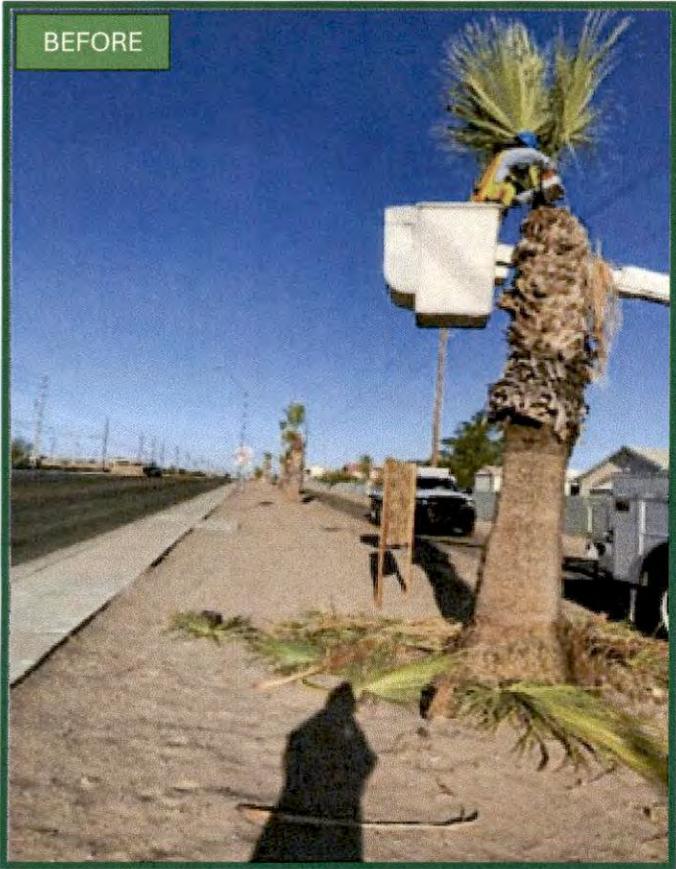
- Mowing green areas at Senior Center (790 Cesar Chavez Blvd.), Bienestar Estates No.4 (987 Sinoff Ave.), Joe Orduño (965 Park Ave.), Bienestar Estates No.2 (700 6th Dr.).
- Prepping F1 field at Joe Orduño (965 Park Ave.).
- Marking F2 field & soccer field at Joe Orduño (965 Park Ave.).
- Removal of trees at Old Fleet Shop (2nd Ave. & D St.).
- Trimming of palm trees at Cesar Chavez Blvd between 6th Dr. & 7th Ave, Median on D St. & C St.
- Trimming trees at Bienestar Estates No. 8A (331 Figueroa Dr.), and Bienestar Estates 9B (312 E. Janet Napolitano Blvd.).
- Restore puddle of water on spillway at Bienestar Estates No.4 (987 Sinoff Ave.).



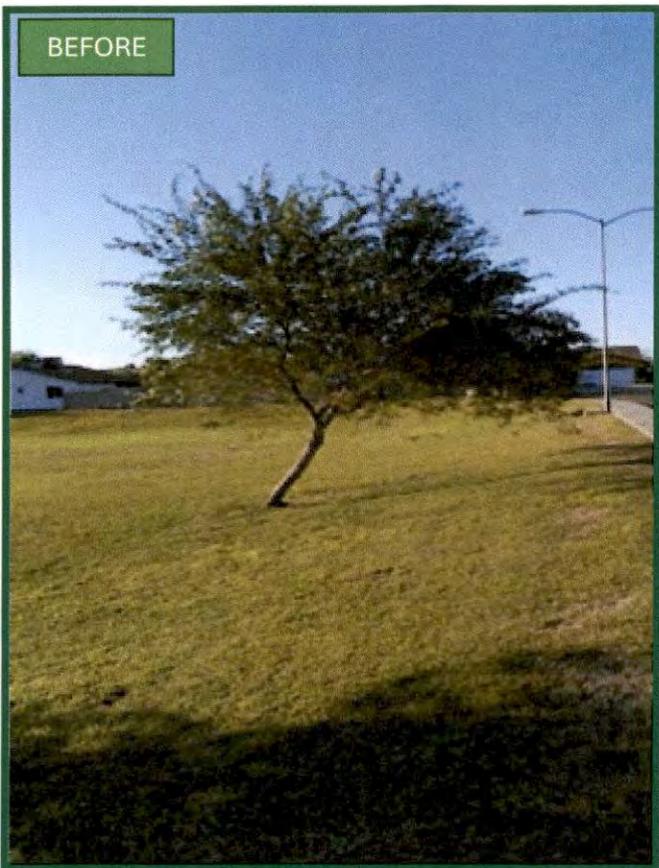








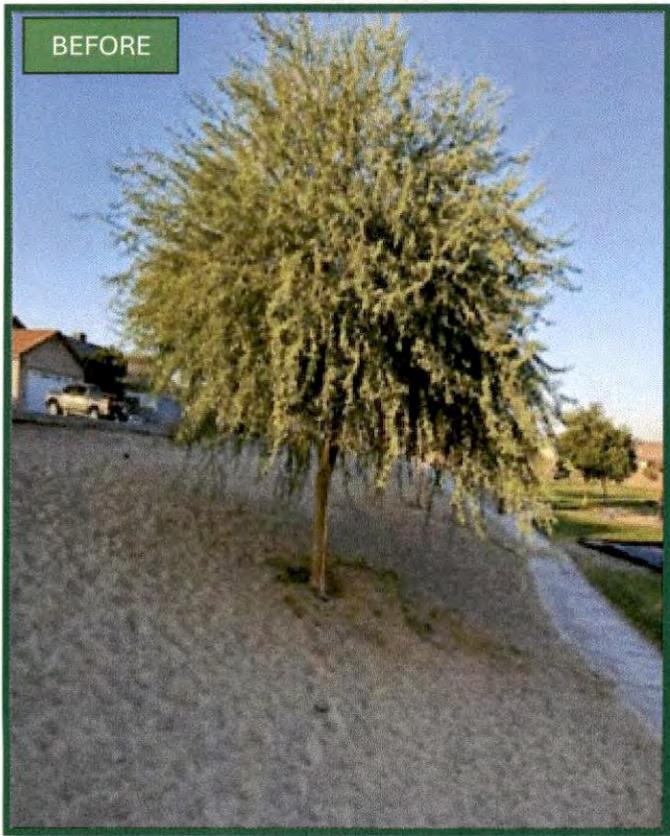
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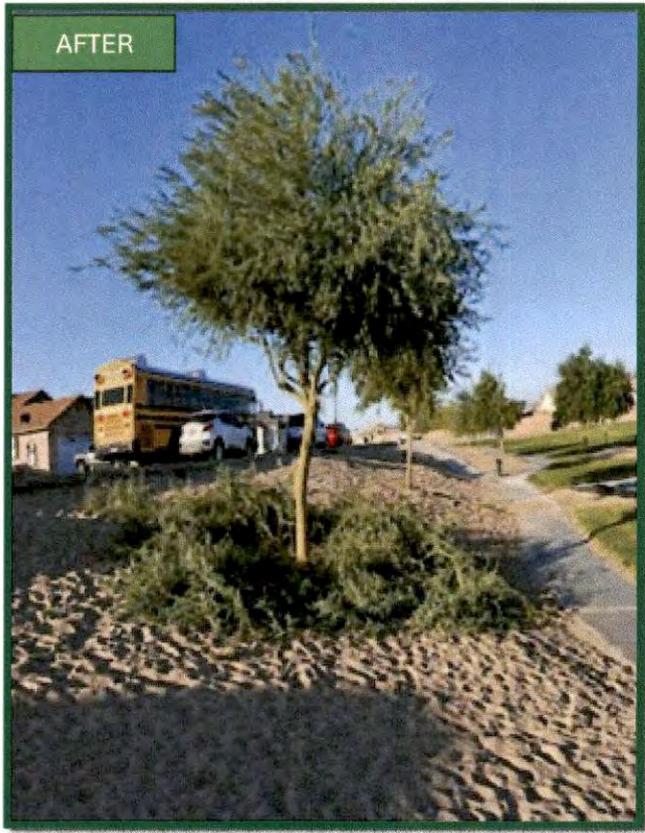
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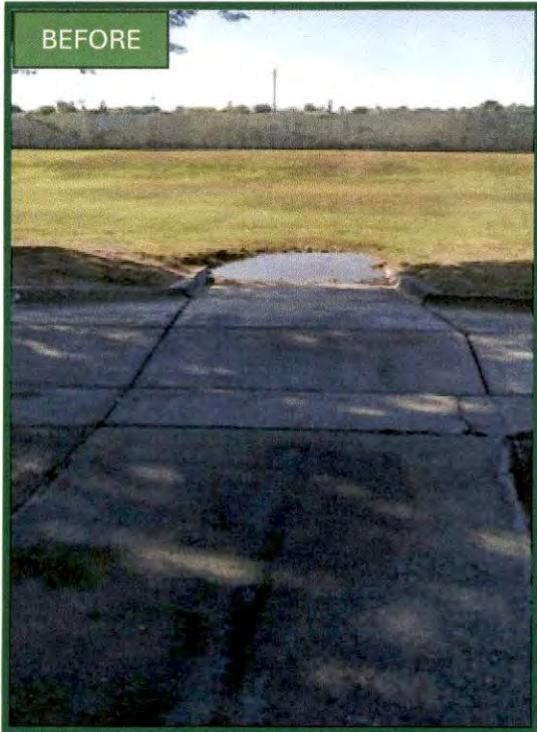


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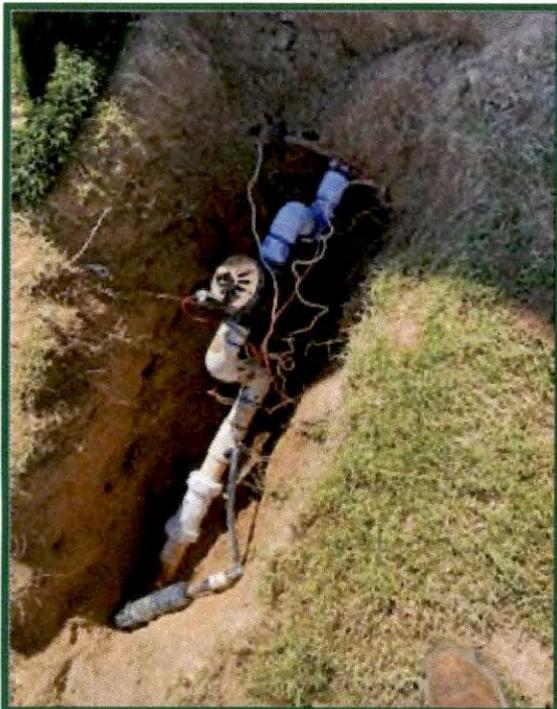
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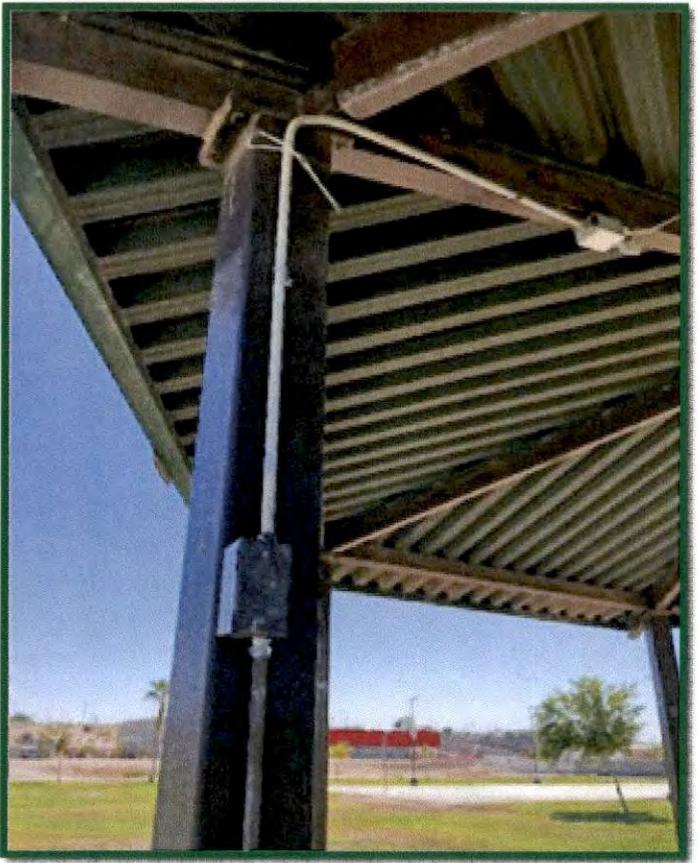
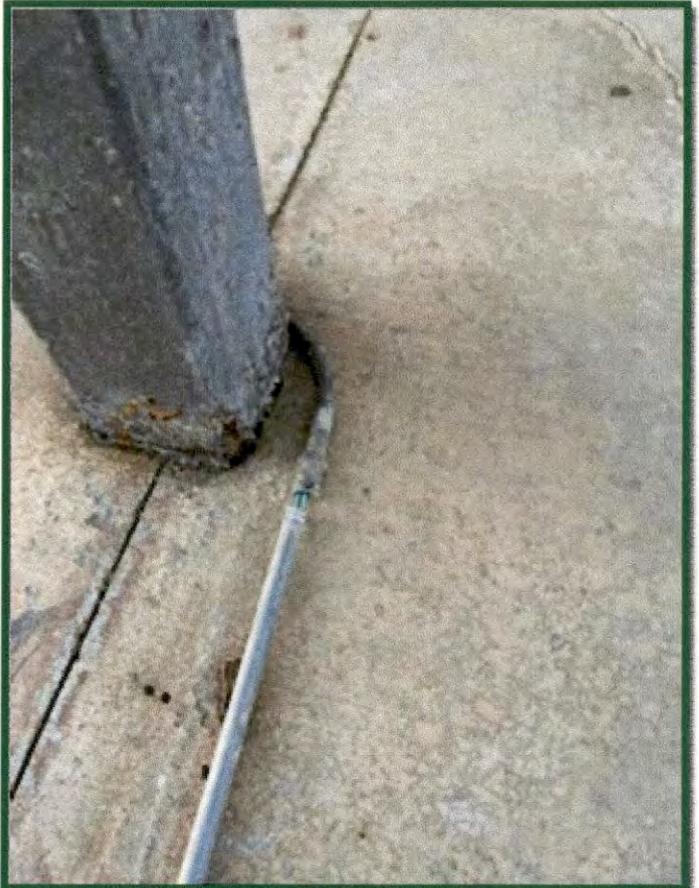
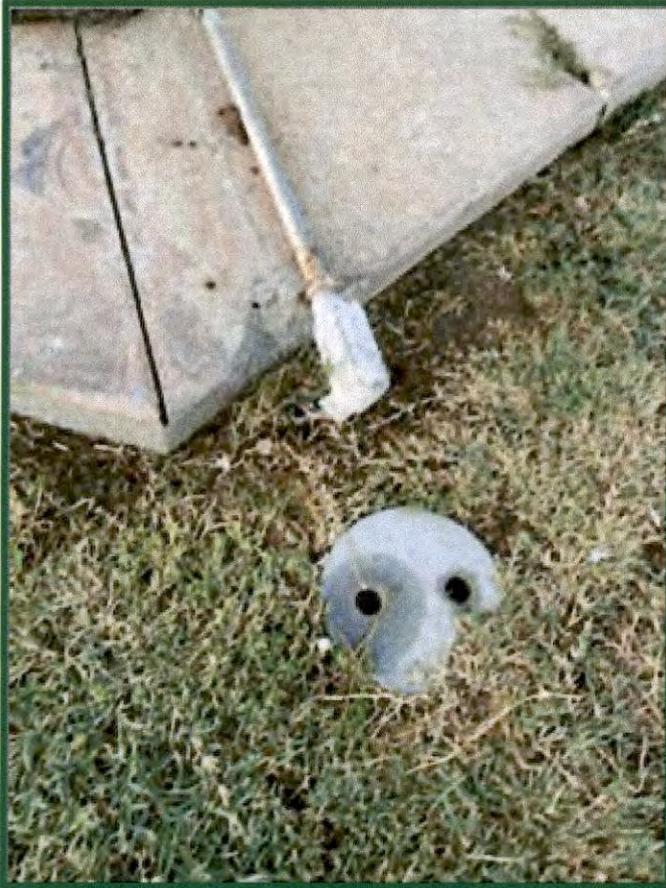


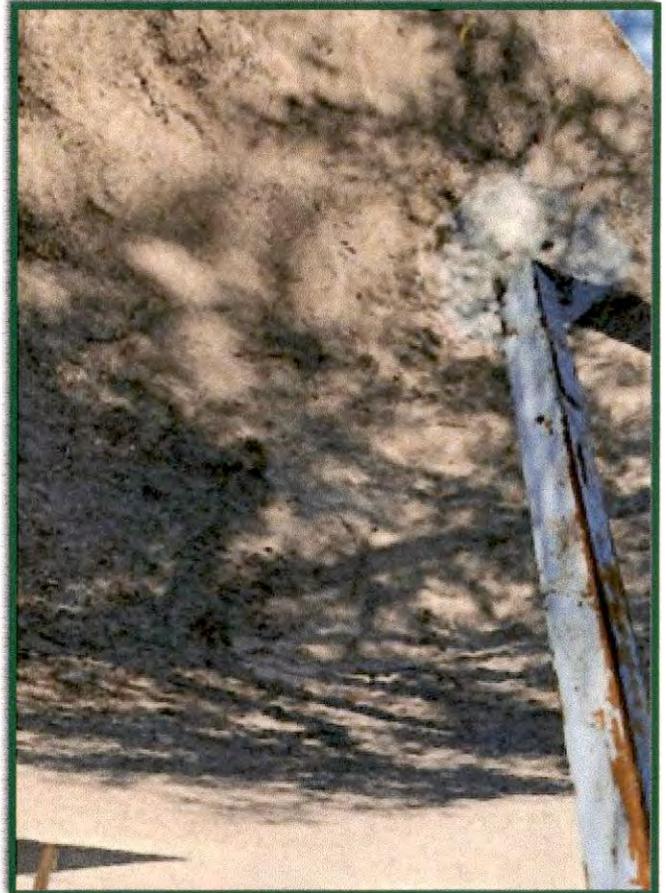
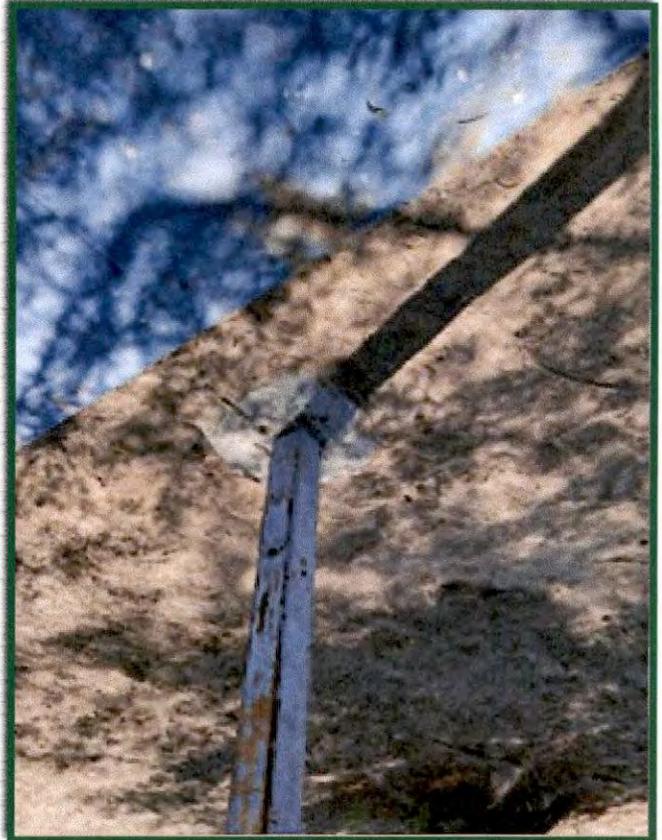


Installations and Repairs

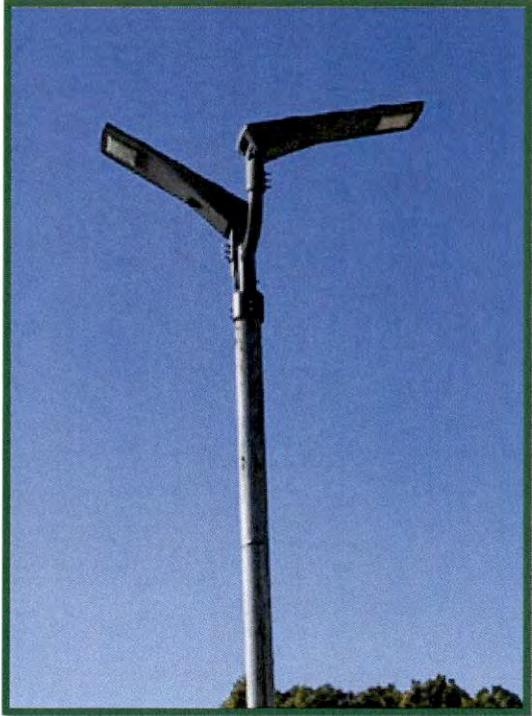
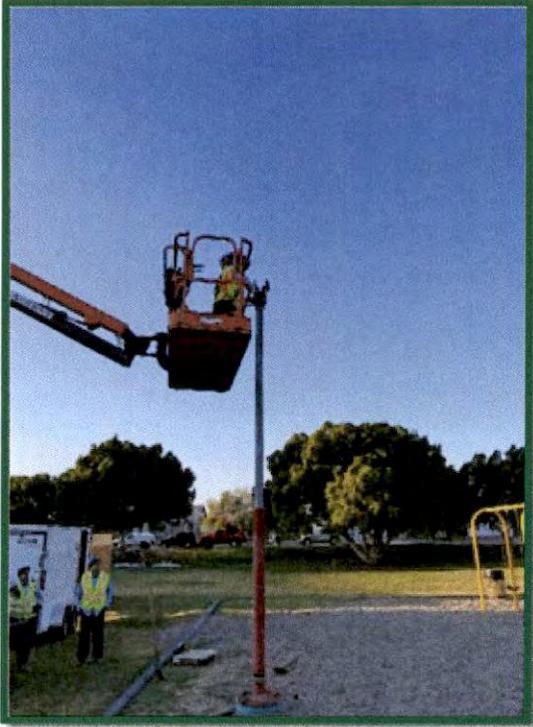
- Repaired 2" irrigation pvc pipe at Bienestar Estates No. 8A (331 Figueroa Dr.).
- Repaired an electrical problem on Ramada #11 at PEPP Park (467 Cesar Chavez Blvd.).
- Repaired short circuit on light in basketball court at Joe Orduño Park (965 Park Ave.).
- Repaired 2 electrical problems at Bienestar 9B (312 E Janet Napolitano Blvd.).
- Installed 2 LED solar lights at Bienestar Estates (980 B St.).
- Repaired leaking back flow at Bienestar Estates No.3 (1535 San Luis Ln,).

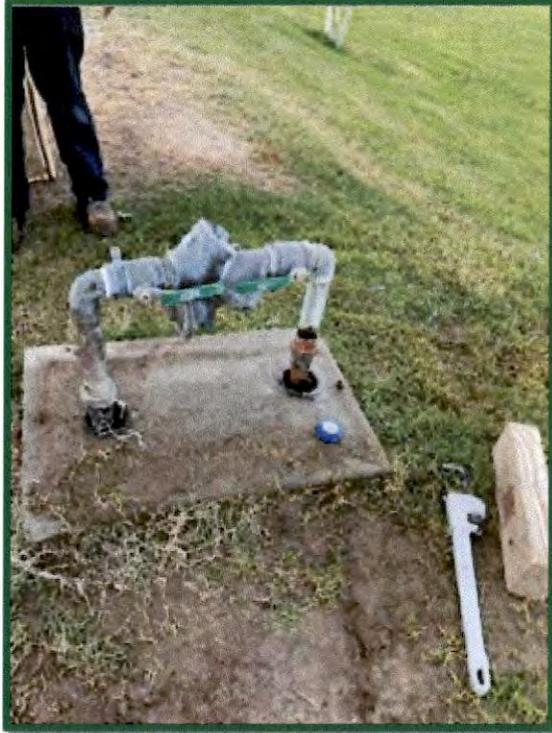
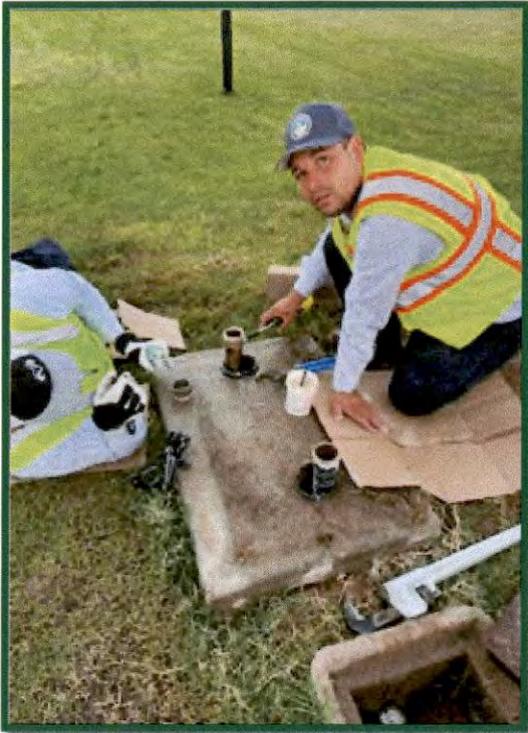






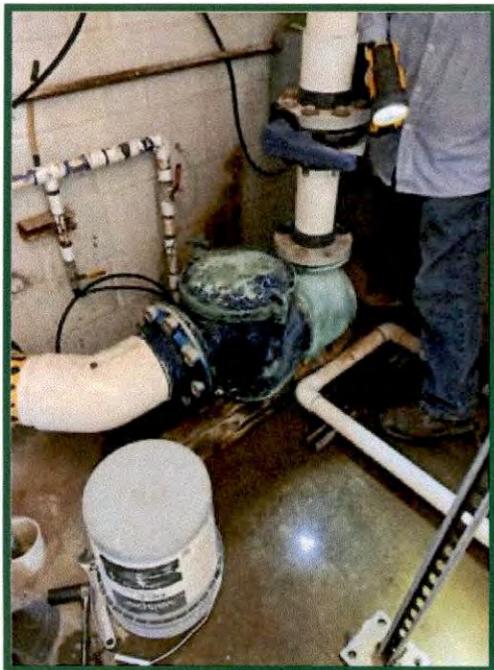


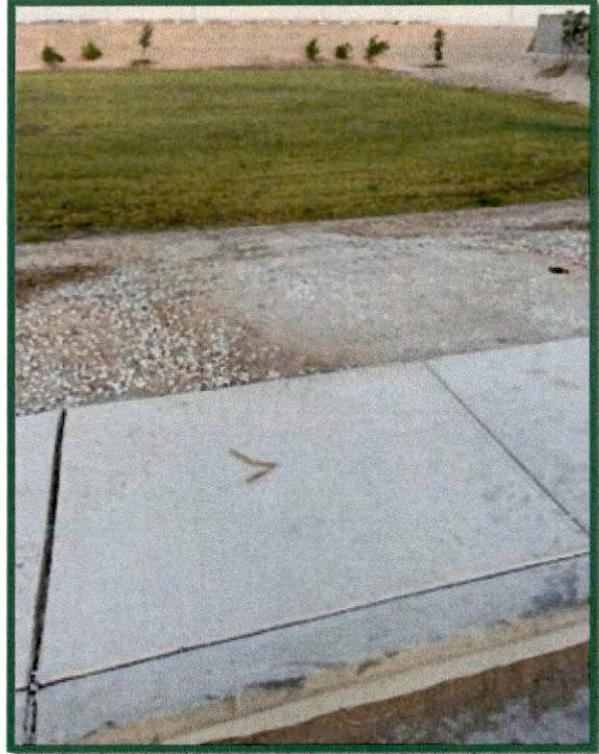
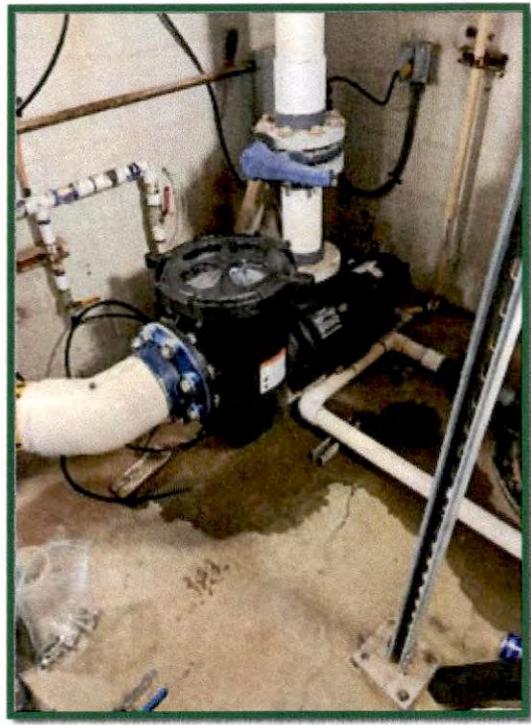


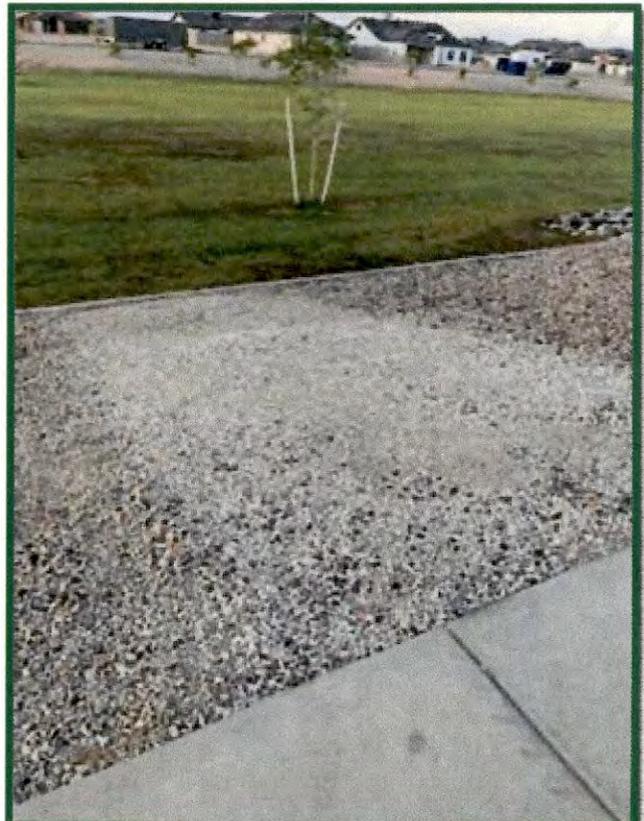
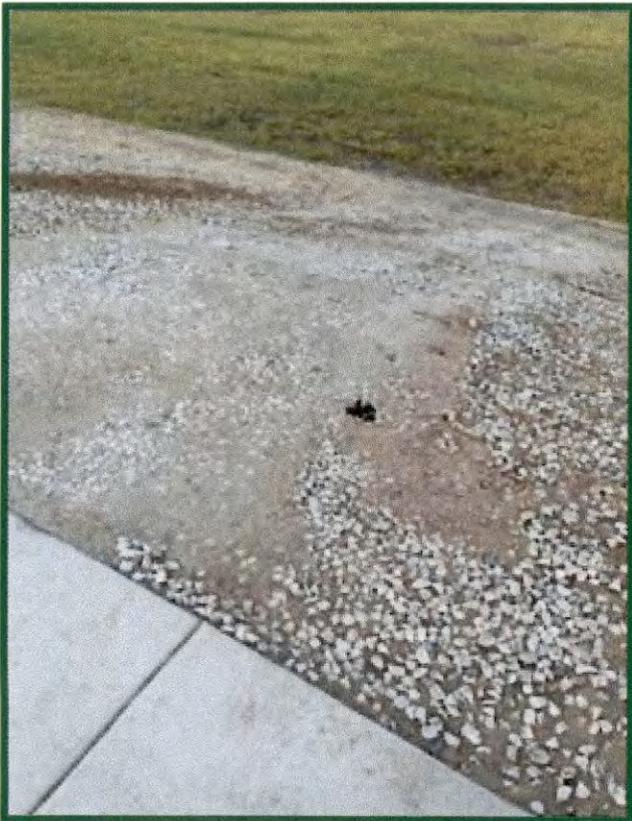
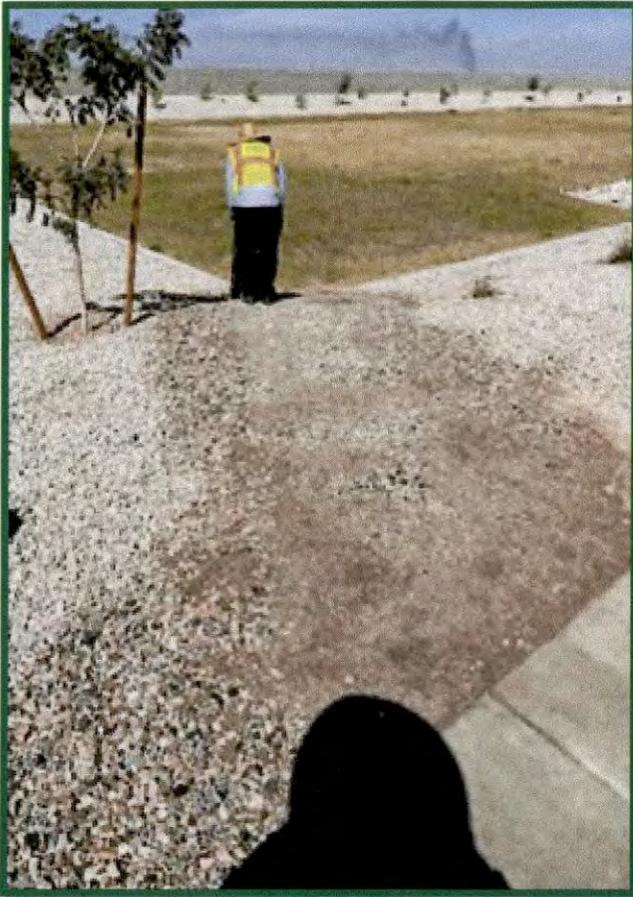


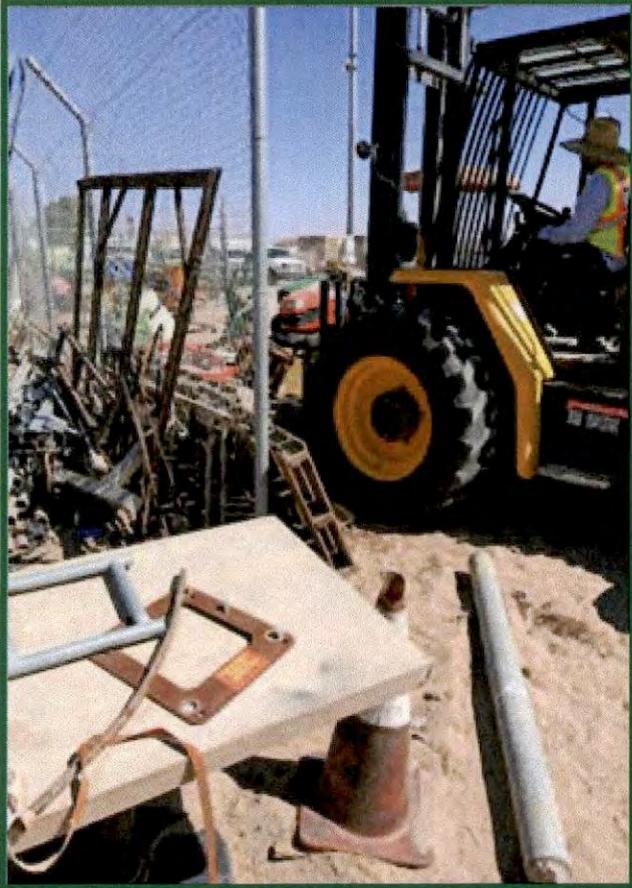
Projects

- Cleaned and organized Parks tractor area at Public Works Yard (1311 N. 4th Ave.).
- Installed new motor and skimmed at the pool, Joe Orduño (965 Park Ave.).
- Built path for lawn mowers at Los Mezquites No.2 (360 N. 22nd Dr.), Los Mezquites No.3 (22nd Dr.), and Bienestar Estates No.12 (Emmanuel Ave. & Eric Salazar Pl.).







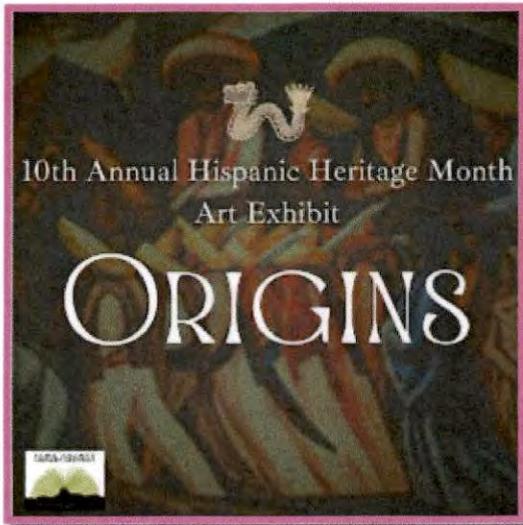


Cesar Chavez Cultural Center

The month of September was very productive and exciting for the Cultural Center. Staff hosted and participated in four events this month.

10th annual Hispanic Heritage Month

The Cultural Center Art Class contributed to the 10th annual Hispanic Heritage Month “Origins” open ceremony. Art exhibit was held at the San Luis Library on September 14th



Gran Noche Mexicana

On September 24th, the Cultural Center hosted for the first time their “Gran Noche Mexicana”. Local schools performed, and many citizens attended the event to appreciate the arts. The Cultural Center made a collaboration with Troop 360 of the Girl Scouts and with Allo Fiber. San Luis Middle School, Harvest Prep, Grupo Rural, Sol Azteca and Star Academia were some of the performers.





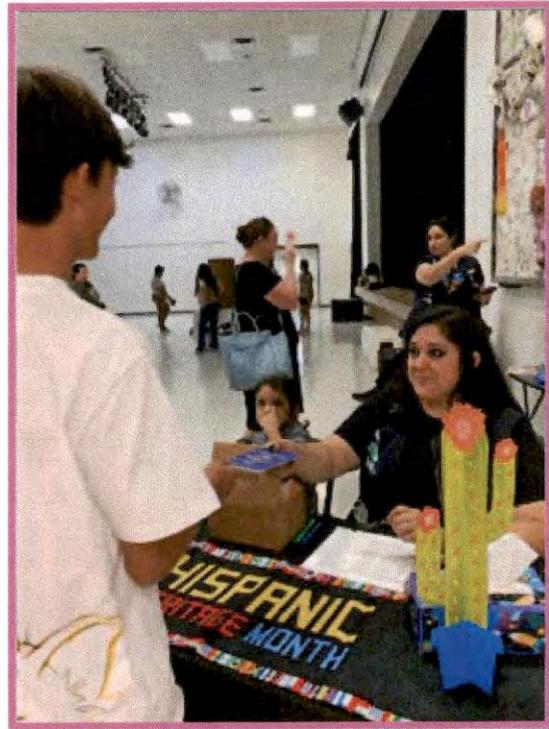
Brush It Event

On September 26th, the Cultural Center hosted for the first time a Brush it event. Brush It Art Studio, brought their expertise and showed 13 people how to paint a Cactus. All the participants were able to take the painting home.



Hispanic Heritage Month

On September 28th, the Cultural Center received the Troop 360 of the Girls Scouts of Southern Arizona, who hosted an event for kids of 5 to 17 years. This collaboration was made within the National Hispanic Heritage Month. Girl Scouts received more than 25 kids and showed the Culture through the history and food of 3 countries: Peru, Mexico & Argentina.



Recreation Department

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

Men's Slow Pitch League

Our 2024 season received great interest in our city and county since we had a record of 21 teams participating in our program, making it one of the most anticipated programs by our community.



Co Ed Volleyball

Starting another year of our 2024 Co Ed volleyball season, we begin our indoor activities; on this occasion, seven teams registered and participated, including one from Mexico and another from the city of Yuma.



Open Baseball League

In September, the final of our open-category baseball league was held. Twelve teams from all over the county and Mexico participated, with the Rattlers team from Somerton, AZ, becoming the champion.



Youth Baseball T-ball

Continuing with our program of children's activities, during this fall, we worked with children's baseball category 3-6 t-ball, where approximately 85 children registered; during September, we practiced and confirmed the 4 teams. The games will begin on October 09, 2024.



Karate Class

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



Youth Center

Our Youth Center has continued to be very active this month. Approximately 90 kids showed up daily to our Youth Center and we had 20 new registrations for this month.

This giving a total of 444 SLYC members.

Classes / Activity Attendance

- Boxing Class: 45+ members
- Boxing Team: 22 members
- Arts and Crafts: 8 members
- Open Gym: 35+ members
- Game Room: 8 members



**SAN LUIS
YOUTH
CENTER**

Fall Schedule
2024
AUGUST-DECEMBER

MEMBERSHIP IS FREE!

Register to become a member!

**HOURS OF OPERATION:
MON-FRI 8AM-7PM**

REGISTER AT ANY TIME!

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
5:15 PM - 7:00 PM
(Ages 7-21)

Game Room
Monday-Thursday
5:00 PM - 6:00 PM
(Ages 7-21)

Arts & Crafts
Wednesday
5:00 PM - 6:00 PM
(Ages 7-17)

Learning Hour
Tuesdays and Thursdays
4:30 PM - 5:30 PM
(Ages 7-14)

**Youth Elite
Training Program**
Wednesdays
5:00PM-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 VECARRA
EVEV@SANLUISTX.GOV

SANLUIAZPARKS
 WWW.SANLUIAZ.GOV/YC

Youth Center Fall Schedule

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

Youth Center OSHA Repairs

For the month of September, we are continuing to work on clearing our list from OSHA/Risk Management to ensure our facility is hazard-free and safe for all participants.



2024 Spooktacular Event

The Youth Center staff continues with the preparations for the annual Spooktacular Event. During the month of September, we worked on flyers, and quotes for the Spooktacular and Trunk or Treat event. We are focused on getting around 10 or more participants for Trunk or Treat.

SAN LUIS YOUTH CENTER

Spooktacular CARNIVAL NIGHTMARE 2024

Saturday October 24
6 to 10 pm

TRUNK OR TREAT | **JOE ORDUÑO PARK** | **Kids Zone**

965 N. Park Ave. San Luis, AZ

Free Candy Bag | **Pumpkin Patch**

ENTERTAINMENT BY: **Glam**, **STAR Academia**, **Beall DANCE STUDIO**, **SOLAZTECA**

CARNIVAL GAMES | ATTRACTIONS | SHOWS
BEST COSTUME CONTEST | FOOD AND DRINKS | MUSIC AND MORE!

FOR MORE INFORMATION PLEASE CALL THE SAN LUIS YOUTH CENTER (928) 341-8574

@SANLUIAZPARKS | Evelyn Vizcarrá: evizcarr@santluisaz.gov | WWW.SANLUIAZPARKS.COM

THE CITY OF SAN LUIS PARKS AND RECREATION DEPARTMENT WOULD LIKE TO INVITE YOU TO BE PART OF OUR

TRUNK OR TREAT

at the **2024 Spooktacular Carnival Nightmare**

Saturday October 24
6 to 10 pm

JOE ORDUÑO PARK
965 N. Park Ave. San Luis, AZ

AWARD FOR THE BEST TRUNK OR TREAT DECORATION!

AGENCIES AND COMMUNITY MEMBERS ARE ENCOURAGED TO PARTICIPATE! MUST CONTACT THE YOUTH CENTER TO REGISTER. REGISTRATION DEADLINE: OCTOBER 18th

What is Trunk or Treat?
Trunk or Treat turns a parking lot into a Halloween wonderland, where kids trick-or-treat from car to car. Vehicle trunks are transformed into fun, spooky, and creative themes bursting with a candy-filled adventure for all!

1 ST PLACE	2 ND PLACE	3 RD PLACE
\$150	\$100	\$50

SAFE FUN FOR THE ENTIRE FAMILY!

FOR MORE INFORMATION PLEASE CALL THE SAN LUIS YOUTH CENTER (928) 341-8574

Evelyn Vizcarrá: evizcarr@santluisaz.gov | @SANLUIAZPARKS | WWW.SANLUIAZPARKS.COM

Senior Center

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

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

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: 1,501
- Total attendance: 1,451
- Total people transported: 358

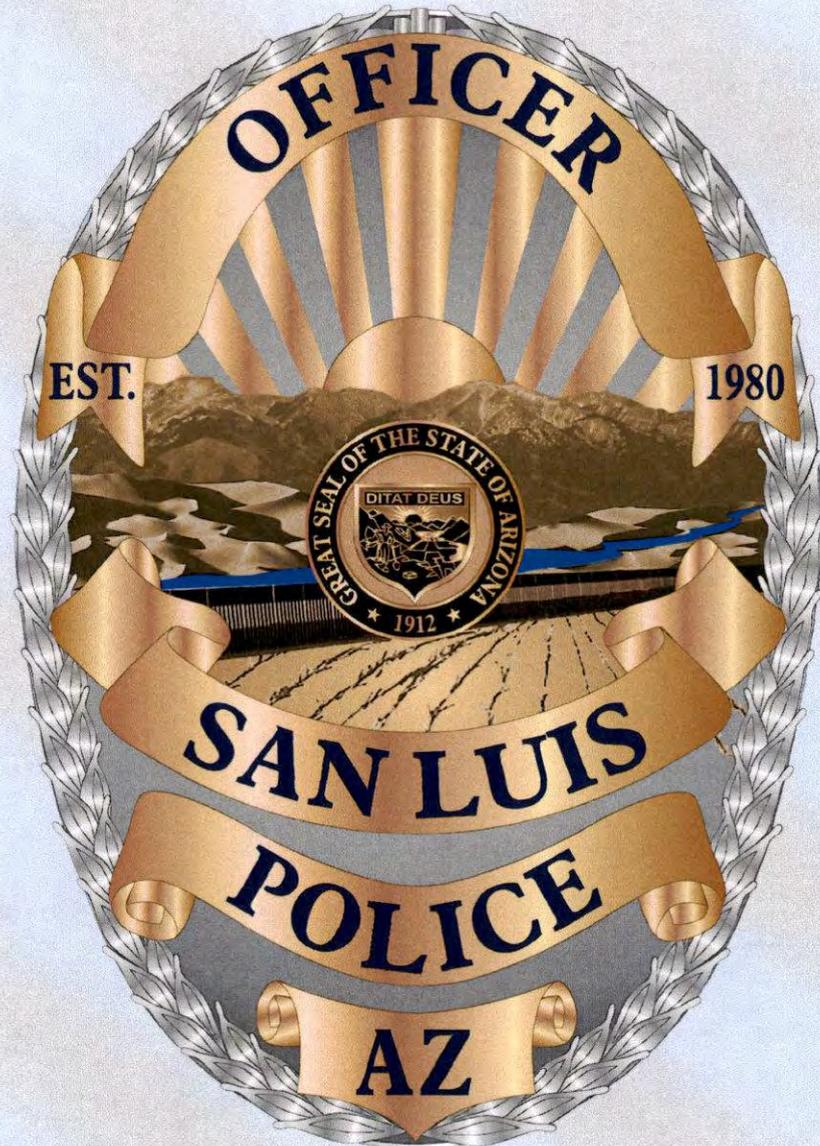
Special Projects / Meetings / or Other Activities

- September 12, 2024- Veronica Ibarra from Bank Fraud Washington bank came to the seniors.
- September 13, 2024- Seniors had a Mexican Independence Celebration.

- September 18, 2024- Maria Alvarez- from Life Care Center of Yuma talked to seniors about post-surgery treatment.
- September 19, 2024- Dr. Angel Lopez from YRMC gave a presentation to seniors about trauma & aging population.



SAN LUIS POLICE DEPARTMENT
MONTHLY REPORT
SEPTEMBER 2024



PERSONNEL ACHIEVEMENTS/EMPLOYEE ACTIONS:

- Chief Reynoso was invited to become a part of the AACOP Legislative Committee, which functions are to review and provide feedback to the lobbyist representing AACOP on new legislation or revisions.



- Chief Reynoso, and Lts Miller and Guevara attended the 2024 Annual AACOP Conference in Maricopa.



- The Arizona APCO/NENA Chapter gathered for their general meeting on Friday, September 27th, at the scenic Goldwater Lake in Prescott. Despite slightly warmer-than-usual temperatures, it was a gorgeous day for meaningful discussions on 9-1-1 topics and some well-deserved fun. Members enjoyed delicious barbecue, played games, and engaged in valuable conversations covering key topics such as first responder status, upcoming training opportunities, elections, the 2025 State Conference, and the 2026 Western Regional Conference.



COMPLAINTS AND FINDINGS:

- 1 complaint file (Unfounded)

VEHICLE PURSUITS AND FINDINGS:

- None

OPERATIONS/NOTABLE EVENTS:

- A call originated from inside Southwest Jr High about a lockdown going on a reports of shots fired inside the school. San Luis Police Department officers mobilized into the building and secured everyone inside. The building was cleared and all students were accounted for before safely releasing them from the school. During the search of the school building, NO evidence was found to corroborate a shooting had occurred. Also, contradicting statements were obtained from the staff and students as not everyone reported hearing shots fired. The San Luis Police Department would like to thank every agency from the Yuma County that offered their assistance and responded to help in a swift resolution to this incident.



- The San Luis Police Department initiated an investigation after threats of another school shooting were posted on a social media platform. The information was referred to the SLPD promptly and the investigation started based on the comments which had been shared via Tik Tok. The threats were directly made to Cesar Chavez Elementary School which is located in San Luis, Arizona, and is part of the Gadsden School District. With the help of Cesar Chavez Elementary School personnel, the student was identified and confirmed to be a student of said school with a local address. Police followed up at the residence listed for the student and located the juvenile who made the comments. The 11 year old student admitted to making the comments and justified them as a "Prank." The 11 year old suspect was placed under arrest and booked into the Yuma County Juvenile Justice Center under several charges including a felony offense. The San Luis Police Department will continue to investigate every school threat made and file charges as applicable regardless of the comments being posted as a "Prank" or not. That is our commitment to the community we serve.

AWARDS AND RECOGNITIONS

- Celebrated every September 12th, National Police Women's Day honors the invaluable contributions of female police officers who uphold law and order across the country. Despite women making up only about 12% of law enforcement officers in the United States, their impact is monumental.



- Motor Sergeant A. Ramirez and Motor Officer H. Perez attended the 35th annual Mothers Against Drunk Driving (MADD) law enforcement banquet, where Ofc H. Perez was recognized for having the highest number of DUI arrests over the last year at the SLPD.



- During September's council meeting, Chief N. Reynos honored Sgt C. Gaitan, Ofc A. Hemmer, and Ofc N. Soto with a Lifesaving Award for their Exceptional bravery and quick thinking.



BUDGET SUMMARY:

- For FY25, SLPD has expended 30% of our annual budget.

COMMUNITY OUTREACH/ SPECIAL EVENTS:

- Saturday September 21st was National Car Seat Check Day! Lt. Damian Miller, Sgt. Ernesto Prieto, and Detectives Oscar Ruiz and Javier Nuno helped the public with car seat inspections and installations of car seats provided by SLPD GOHS grant funds to San Luis community members in need!



- The SLPD has worked alongside 6 local schools to provide feedback about Hard Lockdown Drills.



RECRUITING/HIRES/RETENTION/DEPARTURES:

- 4 Police officer recruits have been selected and will begin academy on Oct. 7th, 2024 (3) vacancies.
- Two (2) TEO position backgrounds are currently being conducted.
- One (1) TEO background was completed and he will begin working with the City of San Luis

GRANTS MANAGEMENT:

- Reimbursement requests for OPSG were submitted up to 8/23/2024. We fully expended all FY22 OPSG grant funds and are utilizing FY23 grant funds.
- We have successfully utilized all GOHS grant funds and distributed all car seats, and are awaiting final documents for next grant cycle to present to council.

USE OF FORCE INCIDENTS AND FINDINGS:

- Three (3) UOF reports pending review for September

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	MAR	APR	MAY	JUNE	JULY	AUG	SEP	YTD
711	107	102	85	50	123	121	105	950
911 Call	318	232	224	194	194	222	258	2,217
Abandoned Vehicle	51	45	54	36	84	20	28	352
Accident	88	57	83	64	38	74	64	589
Alarm Commercial	37	18	24	33	29	34	34	243
Alarm Residential	18	8	10	12	10	10	13	106
Animal at Large	82	71	61	43	70	107	83	643
Animal Bite-Dog			5	3	1	1	3	14
Animal Cruelty	2	1	1	2	2	1		12
Animal Related	20	30	32	30	42	50	43	305
AOD-Assist Other Department	44	33	51	57	42	41	44	403
Arrest on Warrant	17	20	14	19	20	20	28	175
Assault	6	3	5	3	2	2	2	28
Attempt to Locate	14	4	6	14	17	11	7	92
Burglary	5	3	2	2	7	4	2	28
Child Abuse	3	5	6	2			3	25
Citizen Complaint		4	2	1	4	2	4	18
City Code	1				5	1		19
Civil Matter	29	28	28	23	37	37	26	250
Court Assist	8	6	11	8	23	6	7	90
Court Order Violation	3	6	10	5	5	6	4	56
Criminal Damage	10	10	9	8	10	9	3	87
Custodial Interference	2	1	6		3	9	5	33
Cybertips				2	4	3	2	15
Deceased Animal	7		8	6	5	3	6	47
Deceased Person				1		1	1	6
Disabled Vehicle	17	24	32	22	15	35	28	208
Disturbance	22	38	43	36	40	40	31	336
Driving under the Influence	13	12	8	6	9	11	12	88
Drug Offense	21	7	18	10	4	8	9	97
Field Interview	111	128	143	146	115	155	85	971
Flag Down	29	22	26	21	27	63	66	332
Foot Patrol	1	8	8	17	4	3	25	67
Found Person	4	2	1	2	1	1		12

Found Property	2	3	3	4	1	3	3	25
Fraud	3	5	12	5	12	12	6	62
Harassment	7	15	8	2	14	3	7	75
Identity Theft	4	8	6	4	8	10	7	62
Incorrigible Juvenile	3	4	5	2	3	7	3	34
Information Received	8	7	4	1	3	2	8	43
Littering			1		2	3	1	8
Loitering	1				1		3	8
Lost Property	8	3	8	8	4	6	8	60
Man Down		2	1	2	2	5	3	19
Missing Person-Overdue	1	5	5	1	4	9	2	33
New Call	1		1		2	1		8
Noise Disturbance	22	23	21	18	16	21	18	178
Notification	9	16	5	4	9	7	6	62
Open Door/Window	2	3	4	6	3	2	1	25
Other	30	57	27	36	35	52	49	375
Parking Violation	86	90	44	32	75	39	35	585
Private Tow	29	49	26	6	3	11	13	183
Prowler	2		1	1	4	1	1	13
Public Assist PD	29	28	33	21	33	42	48	295
Reckless Driver	35	50	37	28	27	29	28	302
Recovered Stolen Vehicle	3	2	2	1	5	2	1	18
Repair Order	15	14	19	8	8	13	7	104
Repossession	27	14	17	17	21	19	28	208
Runaway Juvenile	5	3	3	1		1	2	20
Sexual Offense	3	8	3	2	3	5	4	33
Shoplifting	20	10	13	8	5	7	8	92
Shots Fired	2		2	3	1		1	16
Stolen Property	1		5	1	3	2		14
Stolen Vehicle	5	6	10	5	7	3	2	45
Suicidal Subject			3	1		2	2	9
Suspicious Activity	14	6	15	11	2	9	7	79
Suspicious Subject	13	24	17	10	20	11	14	134
Suspicious Vehicle	12	5	10	8	7	2	5	65
Tagged Vehicle		6	2	3	2	2	3	21
TEST PD	5	7	2	1	3	5	2	32
Theft	12	16	12	8	11	14	13	111
Threats	10	12	9	11	4	13	26	107
Traffic Control	108	74	51	21	13	179	103	731
Traffic Incident	22	17	17	20	22	32	41	221
Traffic Stop	438	463	419	526	463	671	506	4,519
Trespass	12	10	7	6	3	6	8	61
Walk In PD	15	27	19	11	4	12	16	130
Welfare Check	24	33	32	31	24	28	36	252

<New Call>	2	1	2			2	2	13
Agency Assist	1							7
Information Report								1
10-40 Central	2	1		1	13	4	1	23
911 Unknown						1	1	3
Armed Robbery								1
Civil Standby	1			5			1	9
Fictitious Plate Traffic				1	1	1	1	5
Graffiti								2
Liquor Offense	1	3		2	1	2		11
Located Missing Person	2		1	2	3		3	13
Mental Case			4	1	3	1	2	13
Resisting Arrest								1
SL CADtoCAD	1	2		1				5
Stationary 28					1	1		3
Weapons/Explosives Offense-Other								1
10-40 Courtesy	1				1			3
False Reporting	1	1				1	1	4
Animal Case		1						1
Arson		1	1					2
Child Neglect		1						1
Indecent Exposure		1		1				2
Truancy		1	1					2
Animal Bite-Other						1		1
Child Molestation						1	1	2
Counterfeit Bill					1		1	2
Overdose						1		1
Public Assist FD						1		1
Repossession						1		1
Security Check						1		1
Suicide						1		1
Grand Total	2,150	2066	1966	1787	1911	2431	2130	18,527

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

CALL TYPE	MAR	APR	MAY	JUNE	JULY	AUG	SEP	YTD
Field Interview	111	128	143	146	115	155	85	971
Traffic Stop	438	463	419	526	463	671	506	4,519
Grand Total	549	591	562	672	578	826	591	5,490

Tickets - Breakout Type

TYPE OF TICKET	APR	MAY	JUNE	JULY	AUG	SEP	YTD
----------------	-----	-----	------	------	-----	-----	-----

Civil Traffic	255	170	185	183	248	207	1981
Criminal Citation	34	13	21	15	29	16	205
Criminal Traffic	8	12	12	11	8	6	93
Parking	37	18	17	33	15	8	225
Repair Order	10	19	11	6	14	6	93
Written Warning	132	173	205	160	265	166	1572
Citation	1	1	1		1	1	9
City Code	2	2	1	3	5	3	37
Animal Control/Warning	3			3	4	2	14
Grand Total	482	408	453	414	589	415	4229

Accidents

ACCIDENT TYPE	MAR	APR	MAY	JUNE	JULY	AUG	SEP	YTD:
Accident - Injuries			1			1		4
Bike - Injuries								1
Hit and Run - Injuries	1							1
Hit and Run - No Injuries	5	6	5	11	5	2		46
Hit and Run - PP - No Injuries	4	1			2	2	1	14
Pedestrian - Injuries						1		2
Pedestrian - No Injuries	1							1
Private Property - Injuries	1		1			1		3
Private Property - No Injuries	1		1					2
Vehicle - Injuries	7	2	4	4		5		24
Vehicle - No Injuries	28	28	40	21	17	28	8	215
Grand Total	48	37	52	36	24	40	9	313

ACCIDENT	MAR	APR	MAY	JUNE	JULY	AUG	SEP	YTD:
Fatal Traffic Crashes	0	0	0	0	0	0	0	0
Alcohol-related Crashes	0	2	1	0	0	2	0	4
Speed-related Crashes	0	0	0	0	0	0	0	2
Grand Total	0	2	1	0	0	2	0	6

Top 10 Accident Intersections for 2024	# of Accidents (YTD)
N MAIN ST @ E CESAR CHAVEZ BLVD	9
N 4TH AVE @ E COUNTY 22ND ST	7
N 10TH AVE @ E CESAR CHAVEZ BLVD	6
N MAIN ST @ E URTUZUASTEGUI ST	5
N 4TH AVE @ E CESAR CHAVEZ BLVD	5
N ARCHIBALD ST @ E URTUZUASTEGUI ST	5
N MAIN ST @ E PICENO DR	4
N WILLIAM BROOKS AVE @ E B ST	4
S AVE B @ S SR 195 HWY	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.

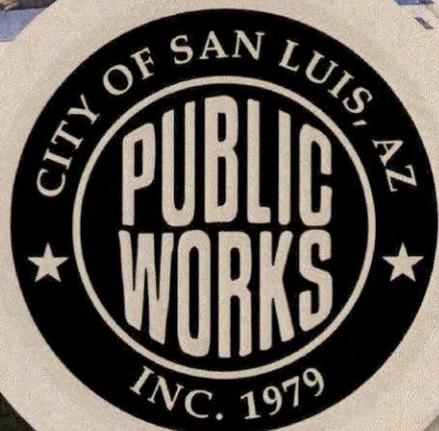
REPORT TYPE	MAR	APR	MAY	JUNE	JULY	AUG	SEP	YTD
Abandoned Vehicle	7	5		1	4	1	1	24
Accident	28	18	22	12	11	26	14	177
Accident / Traffic Collision	6	12	10	16	5	3	1	62
Arrest on Warrant	16	16	10	17	10	17	15	126
Assault	5	3	3	2	1	3		21
Burglary	7	4	4	3	7	5	2	35
Court Order Violation	2	6	2	1	2	3	1	25
Criminal Damage	8	8	5	7	6	5	1	58
Disorderly Conduct	3	1	6	5	3	3	1	27
Disturbance	1		4	2		3	1	14
Domestic Disturbance	3	10	5	8	9	11	5	68
Drug Offenses	17	5	15	7	2	6	6	75
DUI	15	11	6	5	9	9	7	80
Information Report	12	16	21	9	9	5	4	100
Liquor Offenses	2	5		1		1	1	14
Motor Veh Collision	3	1	1		1			8
Sexual Offense	2	4	2	1	1	1		12
Shoplifting	20	10	10	7	5	5	4	81
Theft	8	10	10	4	7	5	4	62
Traffic Offense	13	14	12	10	6	11	8	94
Fraud	3	1	2	1	3	5	2	21
City Ordinance		2				1		7
Miscoduct w/Weapons					1			2
Threatening or Intimidating	1	2	2			1	1	9
Deceased Person	1				1	1	1	6
Dog at Large			1		2			5
Theft of Vehicle	2	2	6	1	7		1	20
Trafficking in Stolen Property								1
False Reporting	1	1	1	1	1	2		8
Located Missing Person	1				2			5
Minor in Possession of Tobacco		1				1	1	4
Taking Identity of Another		2		1		4	1	9
Animal Related	1	1				1		3
Assist Other Department	1	2						3
Child Abuse	1	1	1	1		1		6
Contribute Delinquency Minor	1							1
Missing Person	1		2	1		1	1	8
Resisting Arrest								1

Traffic Incident	1		2	1				4
Trespass	3	1	2	4	1	2	1	15
Child Molestation		1						1
Harassment	1	1						2
Littering		1					1	2
Recovered/Stolen Vehicle	1	1	2	1	2	2	1	10
Counterfeit Bill			1					1
Motor Veh Collision-No Inj-DUI			3					3
Motor Veh Collision-Non Injury			1	1				2
Motor Veh Collision-Private Prop			1					1
Cybertips				2			1	5
Robbery	1						1	2
Child Neglect							1	1
Extortion							1	1
Motor Veh Collision-Injury-DUI						1		1
Shots Fired					1			1
Grand Total	199	179	175	133	119	146	91	1334

PUBLIC SAFETY ANSWER POINT (PSAP) CALL SUMMARY:

Call count of calls taken by our communication center.

TYPE	TOTAL
911 Calls	953
Admin Calls	2,410
Walk-Ins	85
PD Calls	2,102
FD Calls	428



PUBLIC WORKS DEPARTMENT

SEPTEMBER 2024

PUBLIC WORKS ADMIN

In September, 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.

- **ATS Storage**
- **Eddies Food & Drink**
- **La Esperanza**
- **ALLO Fiber Optic Project - City Wide**
- **Bienestar 10 Town Homes**
- **Los Mezquites 4**



B10 - Waterlines in progress



B10 - Townhomes



Eddies Food & Drink



ALLO Project

Our Administration Division is collaborating with Economic Development on Phase 1 of the Merrill Avenue Improvement Project.



Merrill Ave Improvement project Phase 1

**Cesar Chavez Blvd.
Widening**

STREET WIDENING / EXTENSION IMPROVEMENTS

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

**The 6th Ave.
Extension Project**

**10th Ave. Widening
Design**

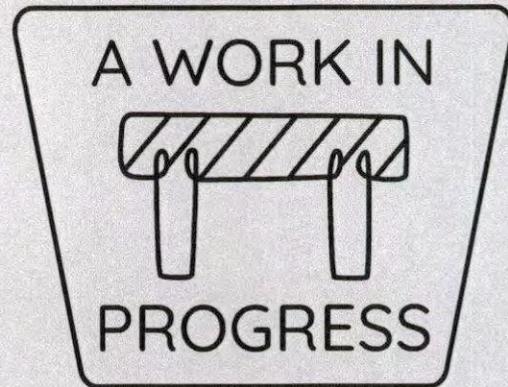
Public Works is currently in the process of selecting a consultant to design the Union Street and 4th Avenue intersection. Additionally, improvements are planned for the intersection of County 22nd Street and Sidewinder Road. Meanwhile, the design phase for enhancements at the Co. 22nd St. and 4th Ave. intersection is already underway.



Street improvements are underway: Los Alamos curve realignment is under design.

Additionally, ADOT is working on the US 95 raised median project (from County 20 1/2 to County 22nd). Design process is currently at 30%.

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

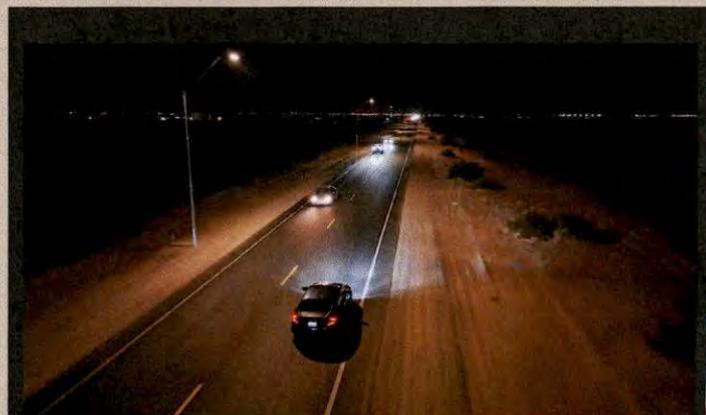


**Parks & Recreation
has taken over the
management of the
Improvement
Districts**

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 five locations:

- Co 24th
- Co 22nd
- 6th Ave
- 10th Ave
- Sidewinder Rd



Co. 24th street light

WATER DIVISION

Our water division received a total of 219 AZ Blue State tickets.

Promptly attended to ALLO calls regarding water main closures and openings due to broken lines at the following locations:

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

To meet ADEQ requirements, water samples for free chlorine were collected to ensure compliance with regulations.

- 1249 C St.
- 3936 Udall Ln.
- D St. Between 5th & 6th Ave.
- 1148 Bienestar Ln.
- 712 Garcia Ln.
- 1720 C St.
- 1116 Washington Ln.
- 678 4th Dr.

Continues to assist residents with broken lines and water leaks, and has installed 2" meters in several areas.

Miscellaneous Projects

The water division continued inspecting and flushing fire hydrants, as well as inspecting water main valves in the following subdivisions:

- Bienestar 9B & 9C
- Santa Cecilia 1 & 2
- La Esperanza
- ATS & Palencia
- Bienestar 10 & 12



On 9/25/24, a 6-in water main gate valve was installed at the southwest corner of Bienestar Ln. and 6th Ave.

WASTEWATER DIVISION

Our wastewater division received a total of 186 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.

Yuma County Landfill
Dry Sludge: 69.39 tons
Grit: 16.68 tons

Miscellaneous Projects

WW Treatment Plant:

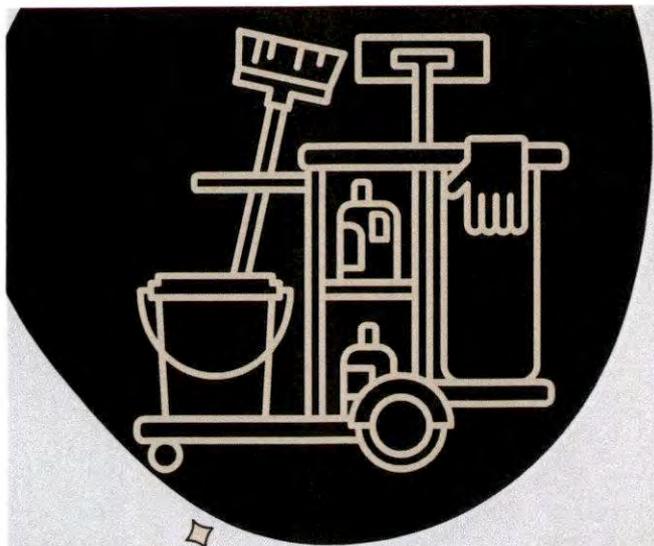
- Replaced safety signs at West & East WWTP.
- Replaced West WWTP air valve #4.
- Fixed air leak in East WWTP blower #3 by Borrego Co.

Collection:

- Installed new city cleanout at 1536 E. Monreal Ln.



West
WWTP
air
valve #3
replaced

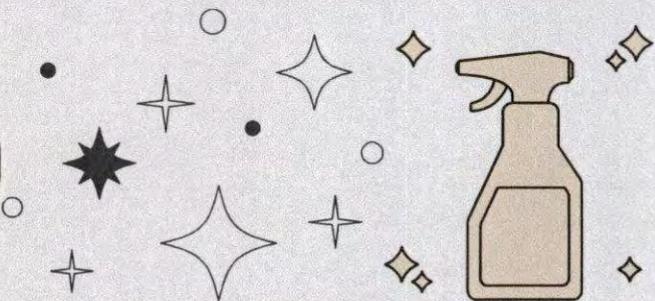


FACILITIES DIVISION

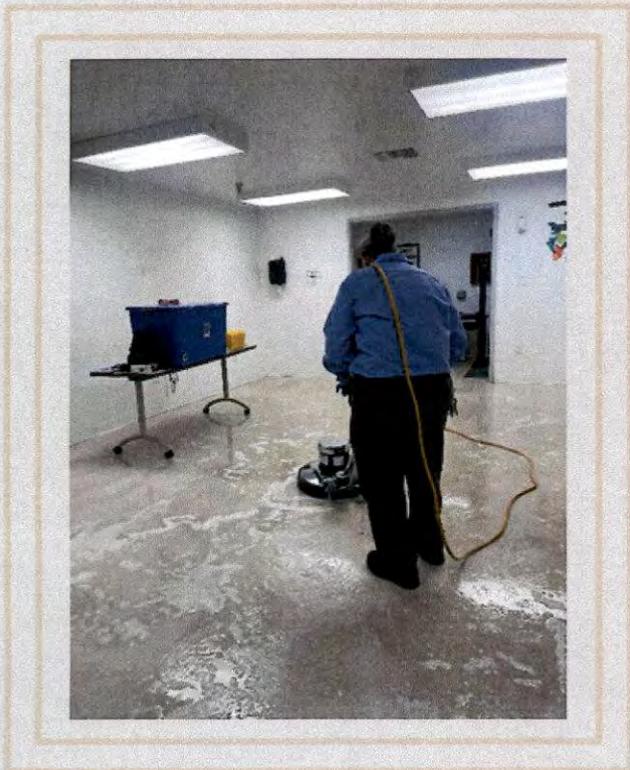
The facilities division is performing routine building repairs as needs arise in several city buildings on a daily basis.



Special projects include the finance partitions electrical project, where two electrical receptacles were installed and the wiring was covered.

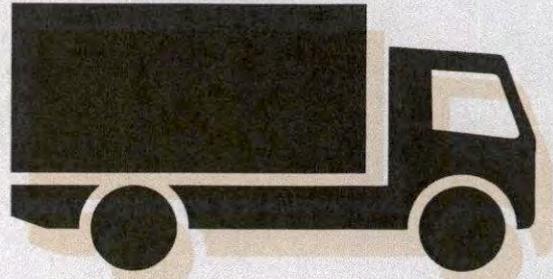


Facilities orchestrated the setup for three special events.



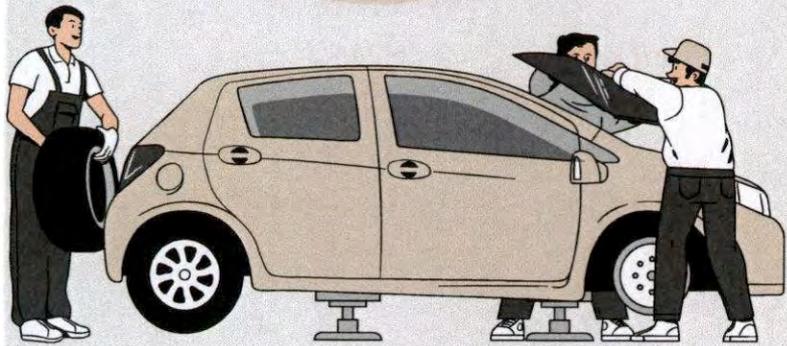
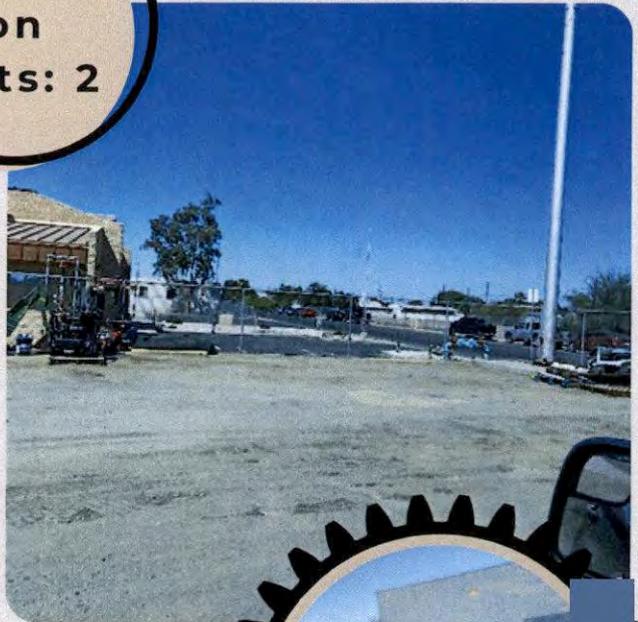
Facilities stripped and waxed the floor at the Youth Center.

FLEET SERVICES DIVISION

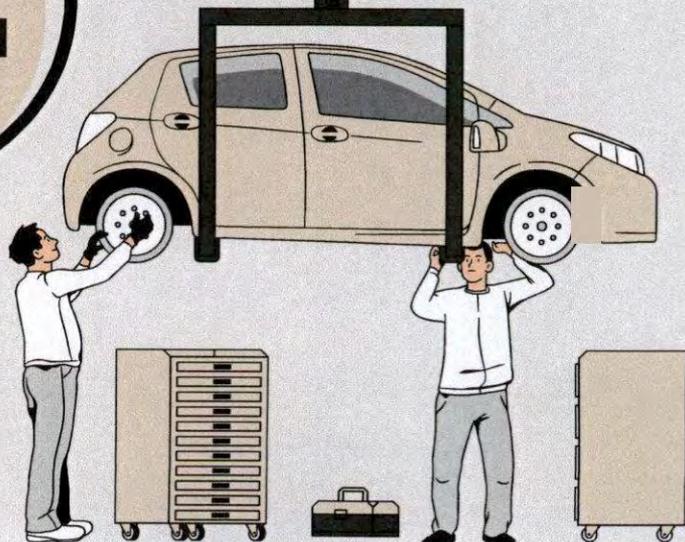
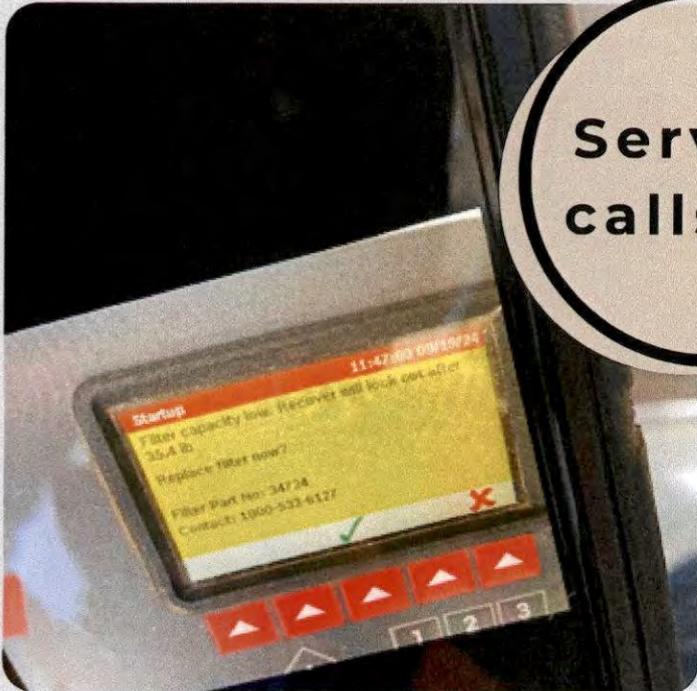


**Total
vehicles
serviced:
128**

**Waiting
on
Parts: 2**

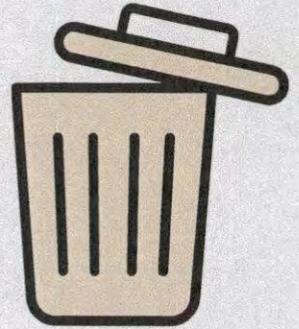


**Service
calls: 21**





SOLID WASTE DIVISION



Our SW Crew collected a total of 1,113.76 tons of residential and commercial solid waste.



Community Clean-Up started on September 30th.

ELECTRICAL DIVISION



Troubleshoot east mesa
Omnisite



Troubleshoot light poles
at the B. Street park

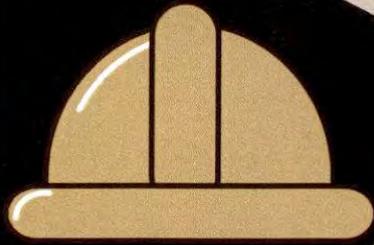


Electrical maintenance
at the MCC electrical
buckets. Well site #7

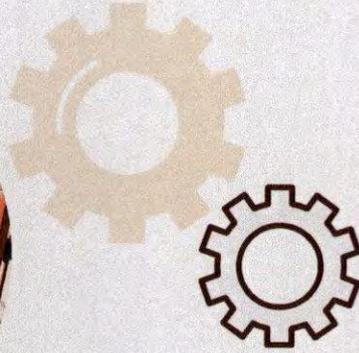


removed and replaced
aeration valve #3

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.



HIGHWAY USERES 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.

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

Our highway division has performed sidewalk repairs using quick patch concrete at multiple locations.

The highway users division has initiated a new program: **Herbicide Post-Emergency Weed Control.**
(Log available at request if needed).

Staff disposed of three semi-truck loads of damaged solid waste bins.

Assisted animal control with 3 dead animals.

Sweeper Route - September 2024

All logs available upon request.

Week of
9/2-9/6

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

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

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

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

Week of
9/9-9/13

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.	Aguila St.	Villa St.	Zapata St.	L.T. Hombres St.	Merrill Ave.

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

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

Bienestar #11 & #12 - Belleza Del Desierto #1 & #2						
Emmanuel Ave.	E. Salazar Pl.	San Gerardo Ln.	Santa Sophia St.	Santa Anna Pl.	Santa Rosalina Ln.	San Antonio St.
San Diego St.	San Gabriel St.	Santa Palmira St.	Plumeria Ave.	San Marcos St.	Agave Ave.	Saguaro Ave.

Week of
9/16-9/20

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.

4th Ave. to 8th Ave. (North of CC Blvd.)						
6th Dr.	7th Ave.	7th Pl.	Liberty St.	California St.	Arizona St.	Constitution St.
Pepp Dr.						

Los Portales / Los Jardines							
Juarez St.	Merrill Ave.	Cuahtémoc 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.	Unibe St.	Bermudez St.	Peralta St.	Edais St.	
Marquez Ave.	David Riedel Blvd.	Spencer Ave.	Barrios Ave.	Heredia Ave.	Hurtado Ave.	Vega Ave.	
Garcia Blvd.	Gonzalez Ave.						

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.		

**Week of
9/23-9/27**

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

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

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

Garcia Ln. - 10th Ave. (North of U St.)							
Garcia Ln.	Monreal Ln.	Udall Ln.	San Luis Ln.	Gonzalez Dr.	Bernal Dr.	Madriral Dr.	
Sanchez Dr.	Fuentes Dr.	Arciga Dr.	Figueroa Dr.	Montaño Dr.	Terrazas Dr.	Main St.	
Cesar Chavez Blvd	6th Ave.	8th Ave.	10th Ave.				



CITY OF SAN LUIS, AZ

**HUMAN RESOURCES
DEPARTMENT**

YOUR FUTURE BEGINS HERE.

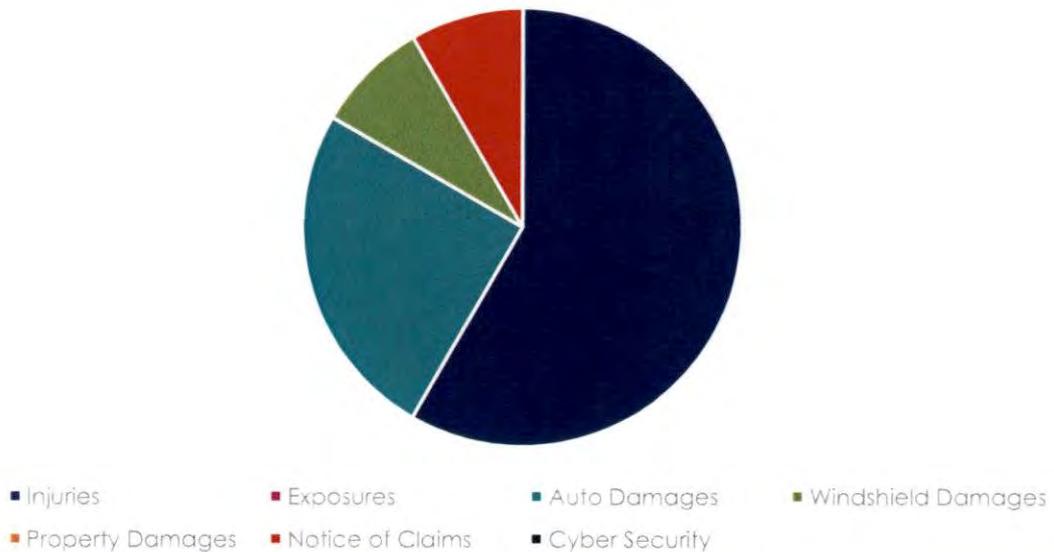
RISK MANAGEMENT OPERATIONS REPORT

SEPTEMBER 2024

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

TOTAL CLAIMS REPORTED	
Injuries	7
Exposures	0
Auto Damages	3
Windshield Damages	1
Property Damages	0
Notice of Claims	1
Cyber Security Claims	0
TOTAL	12

SEP 2024 - Claims Received



HAZARD ASSESSMENTS

Conducted an Assessment on Personal Equipment Storage in Municipal Buildings

- Risk conducted an evaluation of the liabilities that could arise for both the individual and the City when permitting the storage of personal equipment in a municipal building.

Personal Caregiver (Senior Center) Requirements – Review and Recommendation

- Provided guidance and recommendation on options on how to appropriately establish a procedure when Seniors are required to be accompanied by a personal caregiver.
- Policy template and procedures were provided as well as recommendations.
- Having a written process for allowing caregivers in City Senior Centers is vital for ensuring a safe, high-quality, and consistent care. It enhances training, communication, and compliance while ultimately improving the quality of life for seniors. A well-documented process fosters accountability and helps create a supportive environment for both caregivers and those they serve.

Aquatics Chemical Handling - Respirator PPE Assessment

- Safety conducted an evaluation of the necessary respirator requirements for handling pool chemicals to ensure employee safety while working with these substances.
- Conducting a hazard Respirator PPE Assessment for aquatics chemical handling is critical for ensuring the safety, health, and compliance of workers handling hazardous chemicals in the swimming pool. It is essential for safeguarding workers' health, complying with regulations, preventing accidents, and ensuring the overall safety and operational efficiency of aquatic facilities.

Safety Footwear Evaluation (PPE) – Utility Billing

- Conducting a safety footwear evaluation is vital to ensuring the well-being of workers by identifying the right protection needed for specific workplace hazards. It helps reduce the risk of injuries, ensures regulatory compliance and fosters a culture of safety. By regularly assessing and updating safety footwear, we can reduce liability and create a safer and more efficient working environment.

Termite Control – Safety Assessment and Review

- Performed a safety review and provided recommendations for our Facilities team regarding termite control through a third-party agency.

- Conducting a safety assessment for termite control is essential for ensuring the health and safety of city employees. It helps prevent environmental contamination and ensures compliance with regulations.

SAFETY WALKTHROUGHS & SITE VISITS

Date	Department
Sep 03, 2024	Hwy Users – Auction Review
Sep 03, 2024	Parks Grounds – Auction Review
Sep 04, 2024	East/West Wastewater – Auction Review
Sep 04, 2024	Water – Auction Review
Sep 05, 2024	Fleet Division – Auction Review
Sep 05, 2024	Solid Waste – Auction Review
Sep 11, 2024	City Hall Finance Wing
Sep 12, 2024	Senior Center – Auction Review
Sep 12, 2024	Youth Center – Auction Review
Sep 12, 2024	Parks Grounds – Auction Review
Sep 12, 2024	Recreation Center – Auction Review
Sep 12, 2024	Cultural Center – Auction Review
Sep 18, 2024	City Hall Administration Wing
Sep 20, 2024	East Wastewater Plant – Inspection Follow-Up
Sep 27, 2024	Hwy Users Trailer

IN – PERSON SAFETY TALKS – SEPTEMBER 2024

Department	Topic
Parks Grounds	Cell Phone Use Safety
Facilities	Cell Phone Use Safety
Wastewater	Cell Phone Use Safety
Fleet	Cell Phone Use Safety
Hwy Users	Cell Phone Use Safety
Water	Cell Phone Use Safety
Solid Waste	Cell Phone Use Safety

ONLINE (EMAIL) SAFETY TALKS – SEPTEMBER 2024

Department	Topic
All City Personnel	Cell Phone Use Safety

MAJOR PROJECTS

SAFETY & RISK MANAGEMENT

- **Safety Sensitive Positions**
 - A third-party employment law team has completed the review and identification of safety-sensitive positions within the City of San Luis.
 - Legal's involvement is crucial for ensuring that safety-sensitive positions are identified accurately and managed effectively, promoting compliance, safety, and organizational integrity.

- **Career and Technical Education for Emergency Medical Services (Fire Dept)- Written Program Process and Procedure Development**
 - Developed a Career and Technical Education program for Emergency Medical Services within the Fire Department to create written guidelines and procedures.
 - A written program and procedures are essential for ensuring the effectiveness, safety, and credibility of a CTE program in Emergency Services.

- **Annual Respirator Program Review and Update – Police Department**
 - Collaborated with the Police Department to review and update the written Respirator Safety Program for the Police team.
 - Assigned all PD employees the Respirator Protection training in Safety Personnel for training compliance.
 - These are essential components for implementing a Respirator Safety Program. By following the annual requirements, the City can maintain a safer work environment, reduce risks, and ensure compliance with safety regulation.

- **Hepatitis B Vaccination – Job Position Review for Qualification**
 - OSHA mandates that employers in certain industries, particularly those involving exposure to blood or other potentially infectious materials, provide access to the Hepatitis B vaccine to protect employees.

- **PAPR Respirator (PPE) for Wastewater – Respirator Requirements Review and Evaluation.**
 - Reviewed the requirements for using the specific personal protective equipment with the product supplier, including filter types, battery life, equipment specifications, and training on

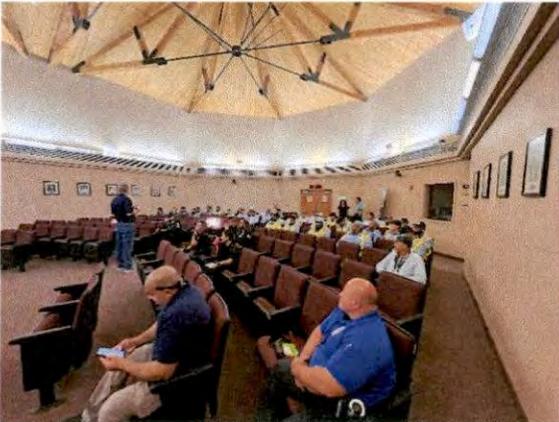
- proper usage. Additionally, training was provided to both employees using the equipment and their supervising personnel.
- A PAPR (Powered Air-Purifying Respirator) is a type of respiratory protective device that uses a battery-powered blower to force air through filters before it is delivered to the user.

NEW HIRE SAFETY ORIENTATION	
Date	New Hires
Sep 11, 2024	3
Sep 25, 2024	6

SEPTEMBER 2024 TRAINING – IN-PERSON	
Training Topic	Date
OSHA – Confined Space Safety (21 Attendees)	Sep 12, 2024
OSHA – Trenching & Excavation Safety (17 Attendees)	Sep 12, 2024
OSHA – Respiratory Protection (49 Attendees)	Sep 12, 2024
OSHA – Asbestos Safety (27 Attendees)	Sep 13, 2024
OSHA – Electrical Safety (25 Attendees)	Sep 13, 2024
OSHA – Hand & Power Tool Safety (40 Attendees)	Sep 13, 2024
Airgas/Respirator Training (7 Attendees)	Sep 25, 2024

SEPTEMBER 2024 TRAINING - ONLINE	
Department	Topic
Risk Management – Safety Officer/Administrative Assistant	Smart Health: HIPAA Privacy Standards for Everyone
Risk Management	Train the Trainer
Risk Management – Safety Officer	Online OSHA 30 Re Certification

IN-PERSON TRAINING – OSHA SAFETY WORKSHOP



SAFETY TALK SESSION – CELL PHONE USE SAFETY

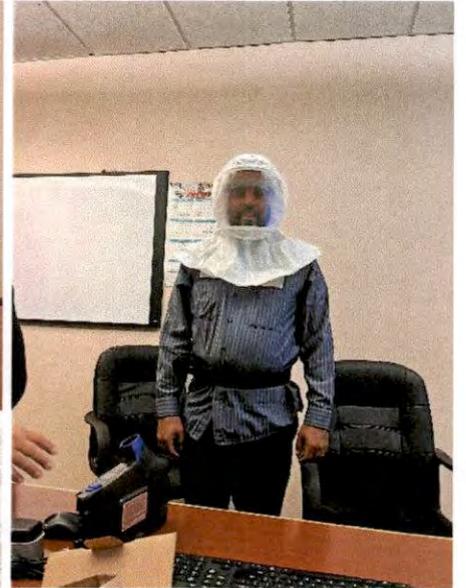
CITY OF SAN LEUIS, MO
HUMAN RESOURCES
RISK MANAGEMENT
DEPARTMENT
SAFETY STARTS WITH ME & YOU

8 CELL PHONE SAFETY TIPS

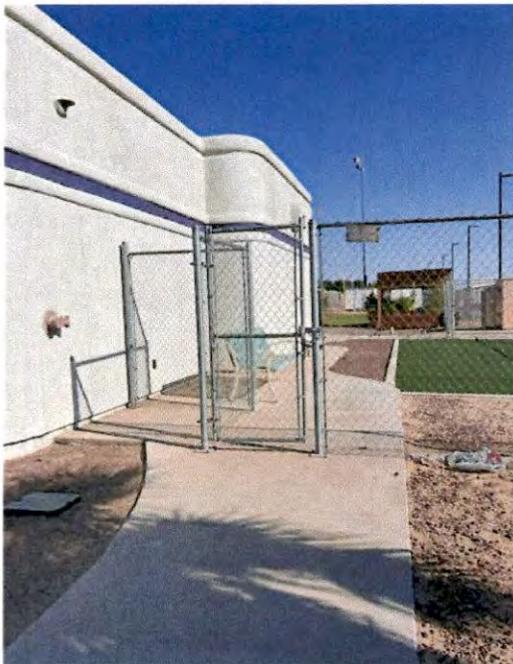
- 1 FOCUS ON TASKS**
Avoid using your phone while performing tasks that require your full attention. Distractions can lead to accidents or injuries. This activity represents a higher hazard in environments involving machinery, tools, or driving.
- 2 INCREASED ACCIDENT RISK**
Distracted employees are more likely to make mistakes that can result in accidents, injuries, or even fatalities.
- 3 NO PHONE ZONE**
Using a cell phone while operating machinery or equipment is strictly prohibited. Even a glance at a phone can lead to severe accidents.
- 4 SAFETY PROTOCOLS**
Always follow safety protocols and focus entirely on the task at hand when operating any machinery or vehicles.
- 5 EYES ON PATH**
Walking while using a cell phone can cause slips, trips, and falls. Always keep your eyes on your path and be aware of your surroundings.
- 6 WORKPLACE HAZARDS**
Be mindful of potential hazards like wet floors, obstacles, or uneven surfaces that can be overlooked when distracted by a phone.
- 7 ALERTNESS**
Stay alert and aware of your environment. Using a cell phone can make you less aware of potential dangers around you, increasing the risk of accidents.
- 8 HEARING PROTECTION**
In noisy environments, ensure that using earphones does not impede your ability to hear alarms, signals, or emergency warnings.



AIRGAS RESPIRATOR TRAINING - WASTEWATER



SAFETY INSPECTION – PICTURES OF S





San Luis Municipal Court

September 2024 Monthly Update

Events:

- Judge Figueroa interviewed with Campesinos Sin Fronteras concerning the South County Services Fair being held on 10/10/24
- Judge Figueroa attended the Supreme Court Evidence Advisory Committee meeting in Phoenix, AZ

Court Security Count:

- See attached report provided by Superior Court Security

Meetings:

- Attended Department Head Meetings
- Had a Criminal Justice Coordination Meeting with San Luis Police Department and the City Prosecutor's Office
- Judge Figueroa and Court Administrator attended the Limited Jurisdiction meeting hosted by Judge Haws at the Yuma County Justice Center

Revenue:

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

Updates:

- Hired a new Court Clerk II
- AV project was completed in the courtroom

Trainings:

- SLMC implemented on-site internal training. Training this month included: Purging, Statute of Limitations, COJET, and Time Standards.
- Court Administrator attended the weekly Management Training hosted by City HR
- Court Staff attended Criminal Set Aside training provided by Yuma County Superior Court
- Newly hired Court Clerk II received New Employee Orientation from the Field Trainer
- Court Staff attended various virtual trainings provided by the AOC, including warrants and civil traffic appeals
- Court Staff received training concerning AJACS and demand batch queues from the Field Trainer
- Court Staff attended the mandatory City training regarding New World's new feature— Receipt of Goods

Period Covered: September 2024
 Prepared by: Alejandra Peru
 Title: Court Administrator
 Prepared date: 10/2/2024

GL ACC NUM	CODE	GL ACCOUNT NAME	Amount
HOLD ACCOUNTS			
2-79-11		UNAPPLIED PAYMENTS	\$ 41.33
2-79-51		DDS HOLD ACCOUNT	\$ -
2-71-01	ZBND	BOND POSTED	\$ 2,690.80
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	\$ 230.00
2-92-02	ZSLPX	CITING AGENCY SUSPENSE - 28-4139 LICENSE PLATE VIOLATION	\$ -
TOTAL HOLD ACCOUNTS			\$ 2,962.13
ACCOUNTS PAYABLE			
4/23/2001	ZHRFC	28-2533 REGISTRATION VIOLATION	\$ -
2/21/1953	ZOS2	2011 ADDITIONAL ASSESSMENTMT (JUSTICE COURTS SHARE)	\$ 108.30
4/23/2003	ZOS3	OFFICER SAFETY EQUIPMENT (SAN LUIS POLICE DEPARTMENT)	\$ 429.06
2/15/1932	ZOSS	STATE CITING AGENCIES - 2011 ADDITIONAL ASSESSMENT (AZ DEPT PUB SFTY, PHOENIX)	\$ -
4/23/2002	ZSLPC	28-4139 LICENSE PLATE VIOLATION (SLPD)	\$ 254.87
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)	\$ 4.25
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)	\$ -
TOTAL ACCOUNTS PAYABLE			\$ 796.48
GENERAL FUND			
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	\$ -
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)	\$ 3,893.73
2/15/1933	ZCAA1	ADDRESS CONFIDENTIALITY PROGRAM ASSESSMENT	\$ -
4/29/2022	ZCAA2	ADD CONFIDENTIALITY PROGRAM ASSESSMENT - LOCAL PORTION	\$ -
4-31-01	ZDDS	COURT DEFENSIVE DRIVING SCHOOL FEE	\$ 9,400.00
4-31-02	ZDEFP	DEFERRED PROSECUTION FEE	\$ -
4/21/2010	ZFINE	CIVIL TRAFFIC FINES	\$ 6,898.27
4/22/1930	ZFINE	CRIMINAL FINES - NON TRAFFIC	\$ 355.61
4/22/2010	ZFINE	CRIMINAL TRAFFIC FINES (DUI)	\$ 1,243.09
4/22/2020	ZFINE	CRIMINAL TRAFFIC FINES (NON-DUI)	\$ 1,314.22
4/21/1990	ZFINE	OTHER CIVIL	\$ -
4/21/1995	ZFINE	GENERIC BASE FINE	\$ 481.07
4-49-07	ZFINE	LOCAL CIVIL TRAFFIC - CV	\$ 105.26
4/21/1971	ZHRF2	CRT REIMBURSEMENT FEES (HURF-RELATED CV WT VIOLATIONS)	\$ 0.53
4-59-04	ZFINE	OFFENSES - CR	\$ 203.52
4-39-09	ZLCL	OTHER CLERK FEES	\$ 100.00
4/11/2001	ZMISC	TITLE 22 FILLING AND ANSWER FEES	\$ 209.56
4-45-01	ZPARK	PARKING FINES	\$ 64.26
4-49-05	ZTCOR	OFFENSES - CV	\$ -
4-91-02	ZOVF	NON-REFUNDABLE OVERPAYMENTS	\$ -

4-91-03	ZFOR	BOND FORFETURES	\$-
TOTAL GENERAL FUND			\$ 24,269.12
SPECIAL REVENUE COURT FUND			
4/30/2004	ZCTEF	COURT ENHANCEMENT FEE	\$ 3,061.16
4-32-01	ZDEF	DEFAULT FEE	\$ 1,607.75
4/13/2003	ZJCL	LOCAL JUDICIAL ENHACMENT FUND. (\$7 LOCAL PORTION OF THE TIME PAYMENT FEE)	\$ 511.00
4-13-02	ZJCLF	TITLE 22 OTHER FEES (LOCAL JCEF)	\$ 24.02
4-32-03	ZWAR	WARRANT FEE	\$ 305.31
TOTAL SPECIAL REVENUE COURT FUND			\$ 5,509.24
STATE OF ARIZONA TREASURER			
2/14/2008	ZADPS	ADPS FORENSIC FUND	\$ 735.71
2/14/2003	ZCEF	CEF- PENALTY ASSESSMENT NOT FROM DPS PHOTO ENFORCMENT	\$ 1,290.68
2/14/2009	ZCEF2	1% CLEAN ELECTIONS FUND	\$ 114.56
2/14/2001	ZCJEF	CJEF PENALTY ASSESSMENT	\$ 5,398.83
2/11/2011	ZCPRF	CHILD PASSENGER RESTRAINT FUND	\$ -
2/11/2025	ZDECJ	DRUG & GANG ENFORCEMENT ACCOUNT	\$ -
2/14/2005	ZDNAS	DNA PENALTY ASSESSMENT	\$ 24.91
2/15/2011	ZDUJA	DUI ABATEMENT FUND ASSESSMENT	\$ 140.00
2/15/1934	ZDVSF	DOMESTIC VIOLENCE ASSESSMENT	\$ -
2/13/2023	ZFAR1	FARE-Special Collections	\$ 214.66
2/13/2022	ZFAR2	FARE-Delinquency Fee	\$ 118.99
2/13/2025	ZFAR3	FARE-Enhanced Special Collections	\$ 127.77
2/13/2024	ZFAR4	FARE-Enhance Delinquency Fee	\$ 103.53
2/14/2004	ZFTGS	FTG PENALTY ASSESSMENT	\$ 895.12
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	\$ 803.00
2/13/1953	ZJCS	TPF-PUBLIC DEFENDER TRAINING FUND	\$ 146.00
2/13/1951	ZJCSF	JCEF TITLE 22 FEES - STATE	\$ 55.42
2/14/2002	ZMSEF	MSEF PENALTY ASSESSMENT	\$ 1,662.54
2/15/1931	ZOS1	2011 ADDITIONAL ASSESSMENT - STATE	\$ 866.83
2/15/2013	ZPCOF	PRISON CONSTRUCTION AND OPERATIONS FUND ASSESSMENT	\$ 2,373.52
2/15/1942	ZPOTE	PEACE OFFICER TRAINING EQUIP FUND	\$ 412.07
2/14/2006	ZPRSU/PR S6	JCEF PROBATION ASSESSMENT - ST	\$ 1,997.44
2/15/2014	ZPSEF	PUBLIC SAFETY EQUIPMENT FUND ASSESSMENT	\$ 1,853.20
2/15/1943	ZVCAF	\$9 VICTIMS RIGHT PENALTY (37.6%)	\$ 360.71
2/15/1937	ZVREA	VICTIM RIGHTS ENFORCEMENT FUND	\$ 216.60
2/15/1944	ZVRF	\$9 VICTIMS RIGHT PENALTY (62.4%)	\$ 598.88
TOTAL STATE OF ARIZONA TREASURER REVENUE			\$ 20,620.77
TOTAL			\$ 54,157.74

DISBURSEMENTS:		
STATE	\$	20,620.77
CITY	\$	24,269.12
COUNTY (2-21-53)	\$	108.30
JCEF (4-13-03 + 4-13-02)	\$	535.02
CEF (4-30-04)	\$	3,061.16
WARRANT FEES (4-32-03)	\$	305.31
CITING AGENCIES:		
SLPD	\$	429.06
DPS	\$	-
ADOT	\$	-