



BUDGET

FISCAL YEAR

2022-2023

DRAFT







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INTRODUCTION



Transmittal Letter



Honorable Mayor Sanchez and City Council

The City of San Luis continues to move forward in response to pre and post pandemic situation keeping the health and safety of the community and staff in mind. The City continues to work to find innovative ways to deliver great service to our local residents and commercial customers. The commitment from San Luis staff and Council to support local businesses and commercial industry are at the forefront as the City grows rapidly. Always communicating with Developers and working with local business to improve the quality of life for our residents and visitors is an important factor for the City's future.

Planning for current development and future growth will be priority for this year's budget and mindset of preparation will support the decisions to what is to come and reflects the recommendations for growth. All Departments Directors have contributed to the process and supported by Administration and Finance Department to provide a conservative but impactful budget for this year.

Lizandro "Louie" Galaviz Acting City Manager

Key Officials and Staff

MAYOR AND COUNCIL

The City of San Luis was incorporated in 1979, and operates under the Council-Manager form of government. The Council consists of the Mayor and six Council members, all elected on a non-partisan basis, and serve overlapping four-year terms. The City Council is responsible for passing ordinances, adopting the budget, appointing committees, board members, and appointing the positions of City Manager, City Attorney, Magistrate, Chief of Police, and Chief of Fire.



MAYOR
GERARDO SANCHEZ



VICEMAYOR
AFRICA LUNA



COUNCIL MEMBER
MATIAS ROSALES

Key Officials and Staff

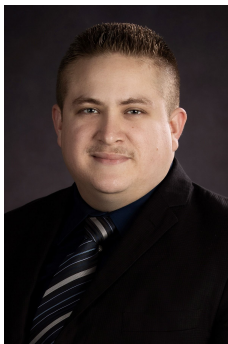
MAYOR AND COUNCIL CONTINUED



COUNCIL MEMBER
MARIO BUCHANAN JR.



COUNCIL MEMBER
GLORIA TORRES



COUNCIL MEMBER
LUIS CABRERA



COUNCIL MEMBER
JOSE PONCE

Key Officials and Staff

EXECUTIVE TEAM

Acting City Manager	Lizandro Galaviz
Attorney	Kay Macuil
City Clerk	Sonia Cornelio
City Prosecutor	Jose de la Vara
Economic Development Manager	Jenny Torres
Acting Director of Parks and Recreation	Maria Angelica Roldan
Director of Finance	Monica Castro
Fire Chief	Angel Ramirez
Police Chief	Richard Jessup
Director of Human Resources	Vacant
Information Technology Manager	Derek Duenas
Magistrate	Nohemy Echavarria
Director of Planning & Zoning	Jose Guzman
Director of Public Works	Eulogio Vera
Risk & Property Manager	Maria Sabori
Senior Services Manager	Aracely De La Hoya
Acting Billing & Collection Manager	Edgar Esparza

ACKNOWLEDGEMENTS

Director of Finance	Monica Castro
Finance Accounting Manager	Miguel Ramirez
Finance Operations Manager	Roula Encinas
Accountant I	Oriana Duarte

Special thanks to Domingo Sosa, Graphics and Media Specialist, for the cover design and pictures.



History of the City



The City of San Luis was founded in 1930 and incorporated in 1979. It is located in the southwestern corner of Arizona immediately adjacent to both Mexico and California and occupies 30 square miles. There are two ports of entry to and from Mexico, which visitors cross between both cities daily. The fluidity between the two cities creates a binational feel that impacts all aspects of the community, including culture, language, heritage, environment and the economy, offering a unique sense of place for those residing in and visiting San Luis.

As a young city, San Luis appeals extends to the abundance of affordable housing and the quality of life that is essential to attracting new residents. With a great educational structure focusing on providing higher education and low crime makes this city a unique place to call home. Shopping in San Luis provides a range of diverse retail stores that are located in the downtown adjacent to the border. Shopping in the Mexican border town is always a favorite, and the open-air markets in towns offer Mexican souvenirs, dentists, doctors, and pharmacies within walking distance from the border. San Luis' rich heritage and cultural appeal makes this city a unique community.

The city has experienced significant increases in the population over the years. The 2000 census recorded the City of San Luis' population at 15,400, and the 2010 census recorded the City of San Luis' population at 25,500. The 2020 census reports 35,257 residents, a 38.26 % increase from 2010. The City of San Luis is listed in the top 10 cities with the most percentage growth in Arizona. Based on current projections, population growth trends are expected to continue at the same pace. While having a positive impact, this growth will continue to present challenges to the City in providing its current level of services.

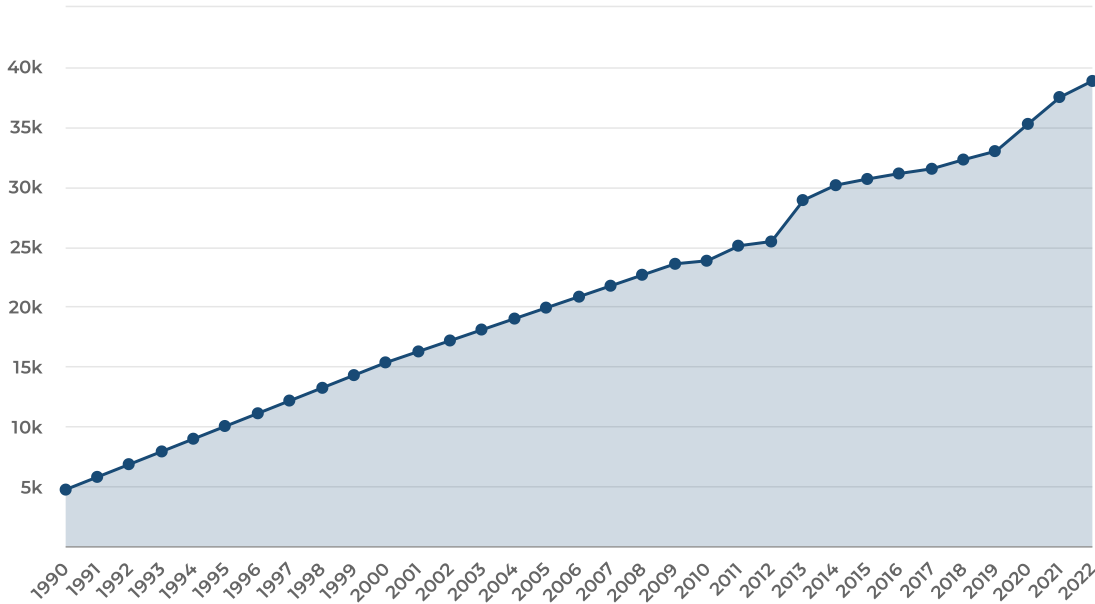
Population Overview



TOTAL POPULATION

38,843

▲ **3.6%**
vs. 2021



* Data Source: Client entered data for year 2022



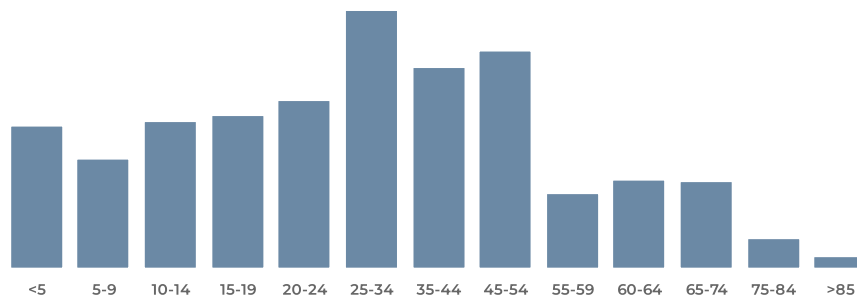
DAYTIME POPULATION

27,156

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

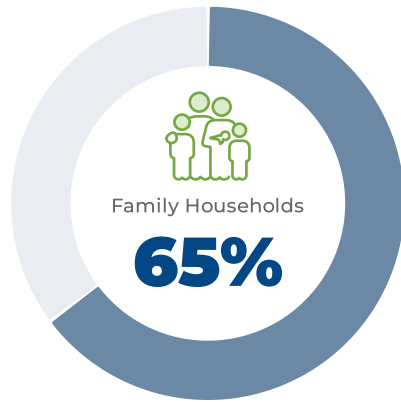
* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

Household Analysis

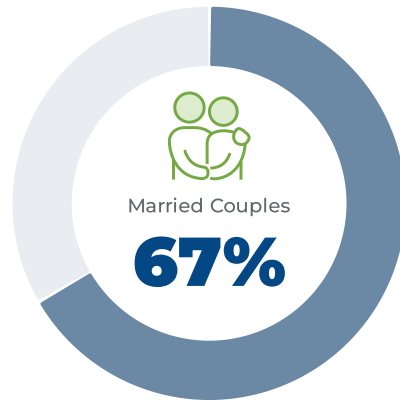
TOTAL HOUSEHOLDS

8,235

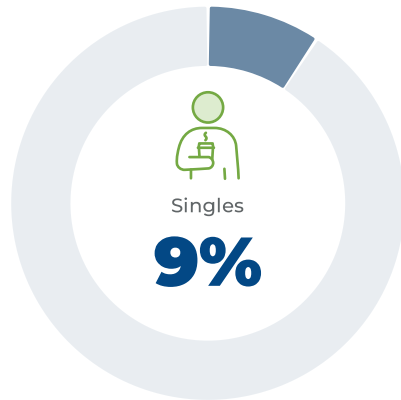
Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



▲ **36%**
higher than state average



▲ **41%**
higher than state average



▲ **78%**
higher than state average

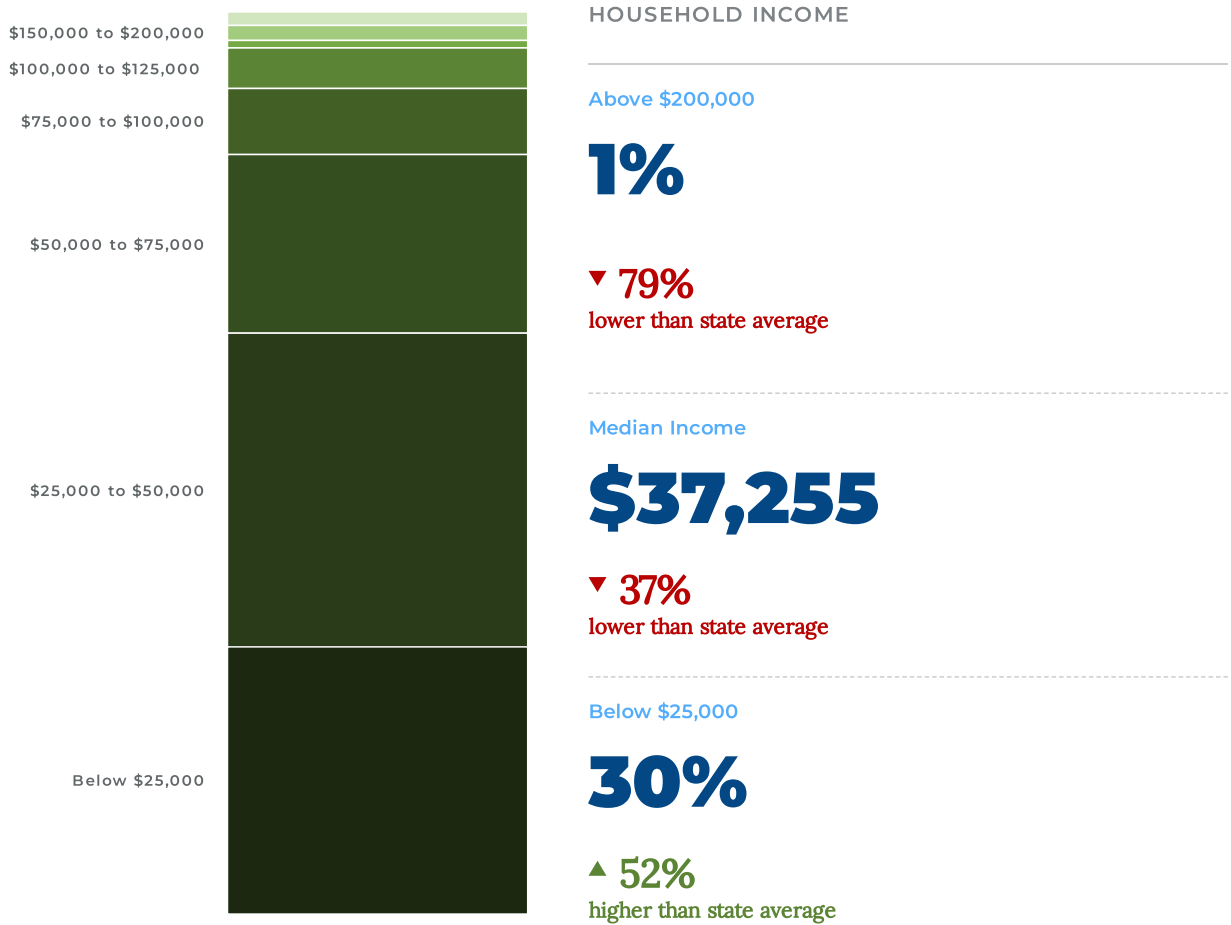


▼ **72%**
lower than state average

* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



* Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census

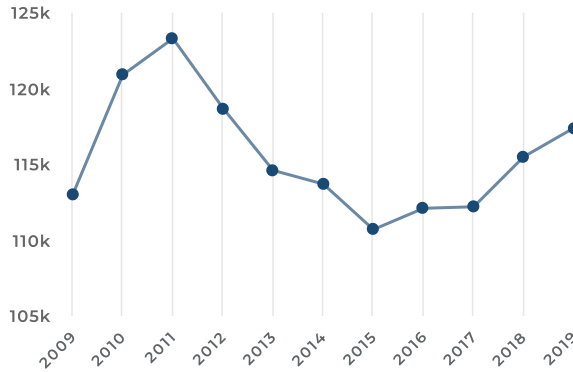


Housing Overview



2019 MEDIAN HOME VALUE

\$117,400



* Data Source: 2019 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

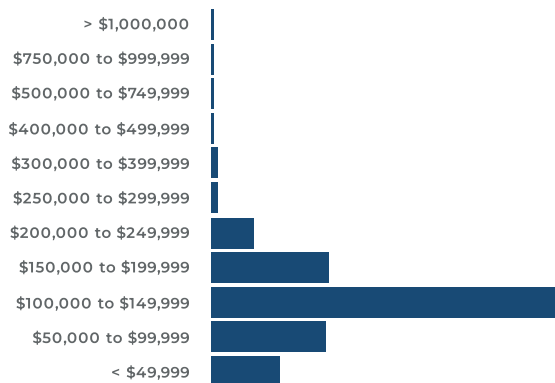
HOME OWNERS VS RENTERS

San Luis State Avg.



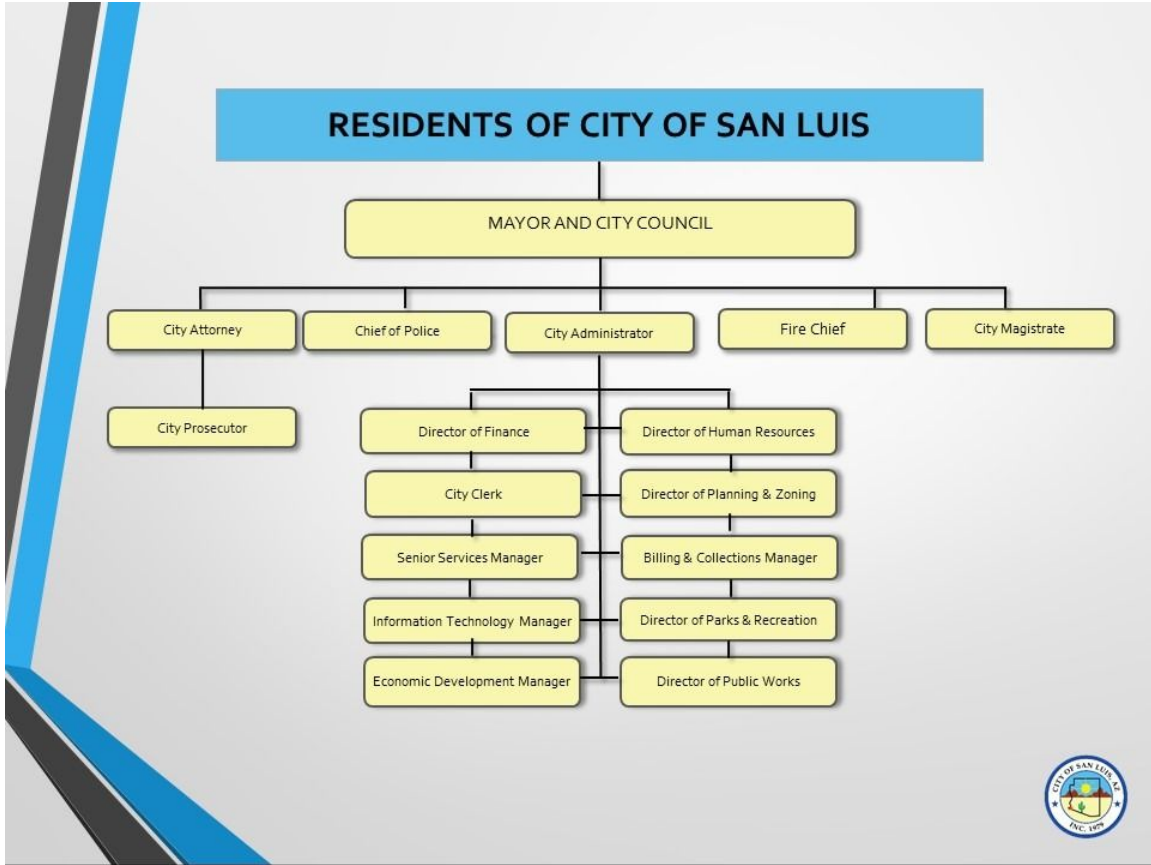
* Data Source: 2019 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

HOME VALUE DISTRIBUTION



* Data Source: 2019 US Census Bureau (<http://www.census.gov/data/developers/data-sets.html>), American Community Survey. Home value data includes all types of owner-occupied housing.

Organization Chart



Fund Structure

The financial accounts for the City of San Luis are organized based on funds or account groups. Fund accounting segregates funds according to their intended purpose and is designed to demonstrate legal compliance and aid fiscal management by segregating transactions related to certain governmental functions or activities. In governmental accounting, a fund is a separate self-balancing set of accounts used to show operating results for a particular activity. Funds are categorized into three classes: governmental, proprietary, or fiduciary. Different fund types are found within each of these three classes. Major funds are identified and described below.

GOVERNMENTAL FUNDS

Governmental funds are used for all financial resources except those required to be accounted for in another fund.

General Fund (Major Fund) - This fund is the City's general operating fund. It is the largest fund and accounts for the primary services the City offers. The main source of revenue for this fund is sales taxes. Departments included through the General Fund:



City Council	Recreation	Information Technology
Administration	Youth Center	Facilities
City Clerk	Aquatic Center	Fleet Services
City Attorney	Senior Services	Risk and Property
City Prosecutor	Municipal Court	Community Development
Finance	Police Department	Cultural Center
Human Resources	Fire Department	Parks
Development Services	Building Safety	Senior Center

Highway Users - The Highway User Revenue Fund (HURF) is mainly supported by transportation-related taxes distributed to the cities and counties by the State. This fund accounts for the maintenance and construction of the city's streets.



Special Revenue Funds-These funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for a specific purpose. Categories within this fund include the following:

- Police Grants and Special Revenue
- Judicial Collection Enhancement Grant
- San Luis Community Facilities District
- Assessments
- Community Development Grants
- Other Grants

Debt Service Fund - This fund is used to account for the short and long-term payment of principal and interest on borrowed funds.

Capital Outlay Reserves (Impact Fees) - This fund segregates the revenue to pay for growth-related capital projects. The revenue is used to pay for eligible projects or repay debt issued for growth-related construction.

FUND STRUCTURE - PROPRIETARY FUNDS

PROPRIETARY FUNDS

Enterprise funds are used by governments to account for business-like operations in which user charges are the main source of revenue. The City reports the following proprietary funds:

Water – This fund accounts for the City’s water operations.

Wastewater – This fund accounts for the city’s wastewater operations.

Sanitation – This fund accounts for the city’s sanitation operations activities.



Business Center – This fund accounts for revenues and expenditures related to properties acquired by the City from the Industrial Development Authority to develop trade, encourage production, and assure job opportunities in the City.

Business Incubator – This fund accounts for the City’s business incubator operations, which offer assistance to small businesses, encourage light manufacturing, and help create job opportunities within the City.



Ambulance Services – This fund accounts for the City’s Ambulance resources to provide emergency 9-1-1 response and emergency medical transportation for the residents and guests of the City of San Luis.

Internal Service Fund – City of San Luis has an Internal Service Fund. It’s main purpose is to provide services exclusively to City employees through a self-health insurance plan.

FUND STRUCTURE

Departments	Governmental Funds					Proprietary Fund		Component Unit
	General Fund	Highway Users	Community Development	Debt Service	Non-Major Funds	Enterprise Funds	Internal Service Fund	Detention Facility
City Council	x							
City Administration	x							
City Clerk	x							
City Attorney	x							
City Prosecutor	x							
Finance	x							
Human Resources	x							
Development Services	x							
Building Safety	x							
Economic Development	x							
Cultural Center	x							
Parks	x							
Recreation	x							
Youth Center	x							
Municipal Pool	x							
Parks & Rec. Administration	x							
Senior Services	x							
Municipal Court	x							
Police Department	x							
Fire Department	x							
Fire Department East	x							
Information Technology	x							
Facilities	x							
Fleet Services	x							
Risk & Property Management	x							
Billings & Collections	x							
Non Departmental	x							
Street Repairs & Maintenance		x						
Public Safety					x			
Community Development			x					
Judicial Collection Enhancement					x			
Employee Benefit Trust							x	
SL Community Facilities District					x			
Water, Water Operation						x		
Wastewater, Operations						x		
Solid Waste, Operations						x		
Business Incubator						x		
Ambulance Service						x		
Business Center						x		
SLDF-Detention Facility Corp								x
Debt Service Fund				x				
Impact Fees, City Administration					x			
Assessment Districts, Assessment Districts					x			



Basis of Budgeting

The City prepares its budget annually according to generally accepted accounting principles (GAAP) and uses the modified accrual basis of accounting for both governmental and proprietary funds. Below are outlined the significant differences between the budget and the Annual Comprehensive Financial Report (ACFR).

- Depreciation expense is not budgeted but is an expense in the ACFR.
- Capital purchases of proprietary funds are budgeted as expenditures but presented as assets in the ACFR.
- Debt service payments of proprietary funds are budgeted as expenditures but reported as a reduction of long-term debt liability in the ACFR.
- Long-term debt proceeds are budgeted as revenue in the Other Financing Sources account.



FINANCIAL GUIDELINES

Budget Administration

The City must follow general budget legal requirements established by Arizona law and the City Charter when preparing the annual budget. Per the Arizona Revised Statute, the City of San Luis must adopt a balanced budget each fiscal year. The City balances current revenues against current expenditures. Both operational and capital efforts must be sustainable to ensure continuity of service to citizens, and under the Arizona Revised Statutes, the budget cannot be increased once the Council adopts the preliminary budget.

The City Council sets policy and adopts the annual budget at the fund level as a total amount of expenditures. Financial control is set by the City Council at the fund level, with budgetary control for operating performance administered at the Departmental level by the City Manager and the Director of Finance.

Statutory Limitations

The Arizona Constitution mandates an expenditure limitation on the amount the City can appropriate each fiscal year unless otherwise approved by the voters. Some specific items excluded from the expenditure limit are bond sales revenue, interest revenue, trust and agency accounts, and federal and state grants.

Budget adjustments

The Arizona Revised Statutes do not allow for increases in the budget once the Council adopts the preliminary budget. However, budget transfers between funds, departments, and line items are permitted as outlined below.

- Budget adjustments up to \$25,000 within departments, capital projects, personnel line items to non-personnel items within the same fund may be authorized with the approval of the City Manager and Director of Finance in consultation with department heads involved in the transfer.
- City Council must approve budget adjustments between funds and uses of funds in the contingency account.
- Budget adjustments over \$25,000 between departments, capital projects, contingency transactions, and personnel line items to non-personnel items required City Council approval.

- Budget transfers between personnel line items to non-personnel line items within a department up to \$25,000 may be authorized with the approval of both the City Manager and Director of Finance.
- Department directors may authorize transfers within non-personnel budget lines at the same fund and Department.
- Budget transfers for special revenue funds will be administered by the Finance Department and will not exceed the available revenues.
- Budget transfers are initiated internally by the Department, with final review and processing performed by the Finance Department.

Capital Projects

The City of San Luis reviews its Capital Improvement Plan annually to ensure it includes the necessary projects to maintain or improve the level of services in the City. The Capital Improvement Plan review has a five-year outlook.

The projects within the Capital Improvement plan must be accompanied by an estimate, location, and an identified funding source. It will also include a description of the project's benefit and confirmation that it can be operationally staffed and maintained within the budget resources. No capital project shall be funded unless operating impacts have been assessed and the necessary funds can be reasonably anticipated to be available when needed.

This information is the basis for developing the next year's budget and is incorporated into the five-year financial forecasts. The first five years of projected costs are combined with other data gathering techniques to project operating results for five years.

Procurement

The City of San Luis requires that all purchasing transactions comply with the City's Procurement Code. Additional financial controls are in place to mitigate risk and ensure contract compliance. Among these controls are the right to audit contracts' provisions, the right to require appropriate levels of insurance, and to request appropriate financial reports with the purchase request.

Revenues Projection and Use

The City reviews and adjusts revenues each year. Forecasting revenues involves combining a five-year analysis of past revenue history, a review of economic trends, and an analysis of information obtained from State agencies from which the City receives funds.

The policy of the City is to fund recurring revenues with ongoing expenditures. It is essential to ensure adequate funding to support continued operations.

One-time revenues should be used only for one-time expenditures. One-time revenues cannot be relied upon to fund new positions or fund the cost increase of operations. Examples of one-time revenues are sales of assets or positive fund balance carryover from prior years.

Appropriate uses for one-time revenues can be:

- Funding of capital expenditures that will reduce operating costs
- Information technology projects that will improve efficiency
- Special projects that will not incur ongoing operational expenses.
- Payment of early debt retirement.

Expenditure Projection and Use

State statute allows for encumbrances to be recognized for 60 days following the end of the prior fiscal year as uses of prior year appropriations. All annual appropriations lapse at year-end and are considered for inclusion in the subsequent year's budget on a case-by-case basis. Departments are directed to re-budget for all items expected to be delivered after June 30 to ensure that appropriations do not lapse.

Long-Range Planning

The City of San Luis needs to have the ability to anticipate future challenges in revenue and expense imbalances and identify the City's capacity to fund projected expenditures. To provide City officials with pertinent data to make decisions, the Finance Department should annually develop, in coordination with departments, five-year revenue and expenditure forecasts for the General Fund, Enterprise Funds, and Streets Funds. These forecasts will identify changes in revenue and expenditures due to projected new development in the City, economic and demographic trend information, legislative or program changes, and capital projects in the pipeline.

Operating Budget Preparation

Current operating costs must be less than or equal to current revenues.

Ending projected General Fund undesignated fund balance to be maintained at a minimum of 6 months of operational costs. An exception: The General Fund will subsidize the business center to assure at least a zero fund balance.

All other operating funds will be budgeted to retain sufficient fund balance for cash flow needs for the beginning of the following year.

Interfund Loans



The city of San Luis may loan resources from one fund to another, experiencing a temporary cash shortage. Interfund loans differ from a transfer of funds in that the amounts are provided with a requirement for repayment.

Debt Management

Long-term debt is not to be issued to finance current operations.

Fund Balance Reserves

Maintaining reserves is considered a prudent management practice. Adequate fund balances are kept to allow the City of San Luis to continue providing services to the community in case of unexpected emergencies or requirements, or economic downturns.

The City of San Luis shall establish and maintain a minimum unrestricted fund balance for the General Fund, HURF, and Proprietary Funds, except for the Business incubator and Business Center. This fund balance shall be adjusted for non-spendable funds to retain an adequate balance based on actual cash available. The City of San Luis shall retain a minimum of 6 months of operational expenditures.

Any use of the minimum unrestricted fund balance must include a repayment plan based on a multi-year financial projection that plans to restore the fund balance to the minimum adopted level within the three fiscal years following the fiscal year in which the event occurred.

BUDGET PROCESS

The budget and financial plan for the City of San Luis is the policy document that reflects the goals and objectives of the City Council. The Council determines the priorities for the year, and staff develops a budget that best incorporates Council priorities and fits within the resources available.

The City Manager is responsible for implementing these policies and priorities, utilizing the allocation of available financial resources.

The annual review process provides the City with an opportunity to evaluate the services provided to the community's citizens. Programs are identified and evaluated, and the scope of service to be provided is defined. The staffing level needed to provide the service level deemed appropriate by the Council is then determined. Additionally, funding requirements and the level of effort to be provided are established.

Issues presented during the review and approval period include discussion topics about the Council retreats. Several work sessions took place in March and April to allow City staff to present major discussion points to the Council and the public. The goal is for the Council to make policy decisions and direct staff to budget priorities. This provides adequate time for the Council to gather input on major budget issues before preparing the budget. The Council reviews and discusses all personnel recommendations, operational expense recommendations, and the capital improvement plan. The Council arrives at a consensus for all decisions needed. The study sessions allow City management, departments, and the public to offer information and recommendations to the City Council.

The proposed budget is presented to the Council for tentative adoption before July. One public hearing is held on the content of the budget. Final adoption will occur on June 22, 2022. State law requires the operating budget to be all-inclusive. Therefore, the budget includes provisions for contingent revenues and expenditures that cannot be accurately determined when the budget is adopted (e.g., grants). The Resolution adopting the annual budget requires Council authorization for any expenditure on contingencies and the transfer of budget authority between funds.

The Arizona Constitution mandates an expenditure limitation on the amount the City can appropriate each fiscal year. Budget authority can be transferred between line items within a section. At year-end, division budgets are reviewed, and budget authority is transferred from contingencies by resolution as necessary. The Council can also amend total appropriations for a fund during the year by resolution if there is a corresponding increase/decrease in another fund so that the total appropriation is not exceeded.

BUDGET TIMELINE



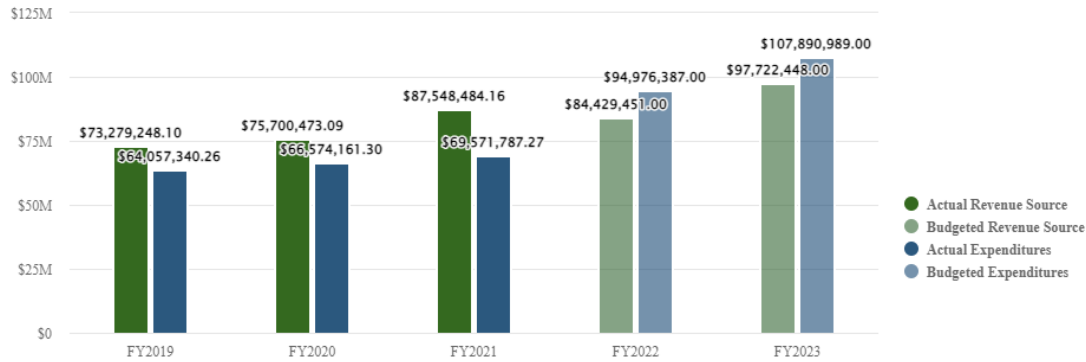
BUDGET OVERVIEW



Executive Overview

The City of San Luis FY 2022-2023 Financial Plan presents a fiscally sound and balanced budget. Its main objective is to maintain the integrity of the City's financial condition while still meeting the service level demands of a community that expects quality services.

REVENUES AND EXPENDITURES HISTORY



The Fiscal Year 2023 Proposed Annual Budget, including the Capital Improvement Program, totals \$107.8 million. Budgeted expenditures are projected to increase by 13.5%, exceeding the FY 2022 budget by 12.9 million. The main reasons for this variance are outlined below.

- Incremental of 8.8 million in capital spending.
- 300 K increase in repayment of long-term debt.
- 400 K increase in maintenance costs.
- 1.8 million increase in adding new positions and cost of living adjustments.

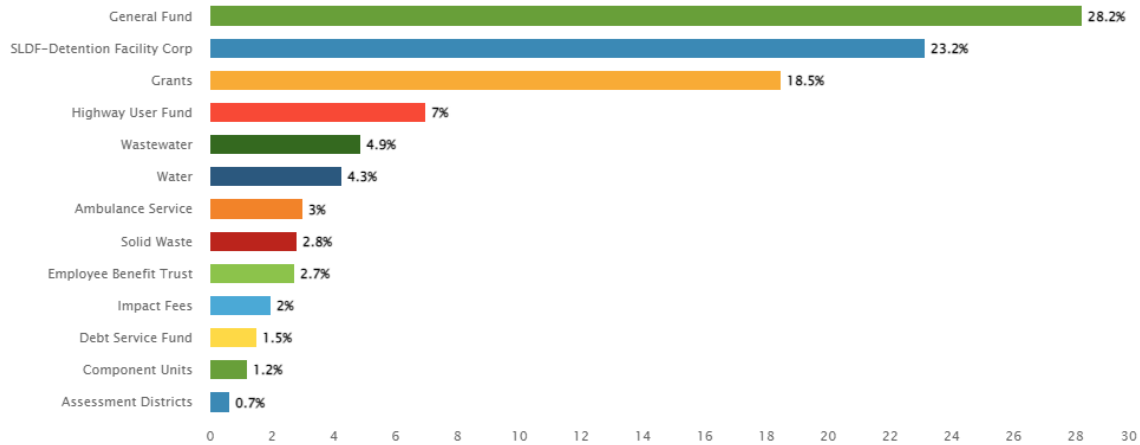
The city provides a full range of municipal services, including police and fire protection, solid waste services, water and sewer services, construction and maintenance of streets, recreational and cultural activities, planning and zoning services, and general administrative services. San Luis offers a wide range of community facilities including, one gym, one cultural center, one senior center, one youth center, one activity center, one swimming pool, and five parks encompassing 60 acres.

Total revenues for the city have been increasing steadily for the past five years. The City of San Luis is projecting \$97.7 M of revenue in FY2023, which represents a 15.7% increase over the prior year's budget. The main factor driving the increase are American Rescue Plan Act (ARPA) revenues.



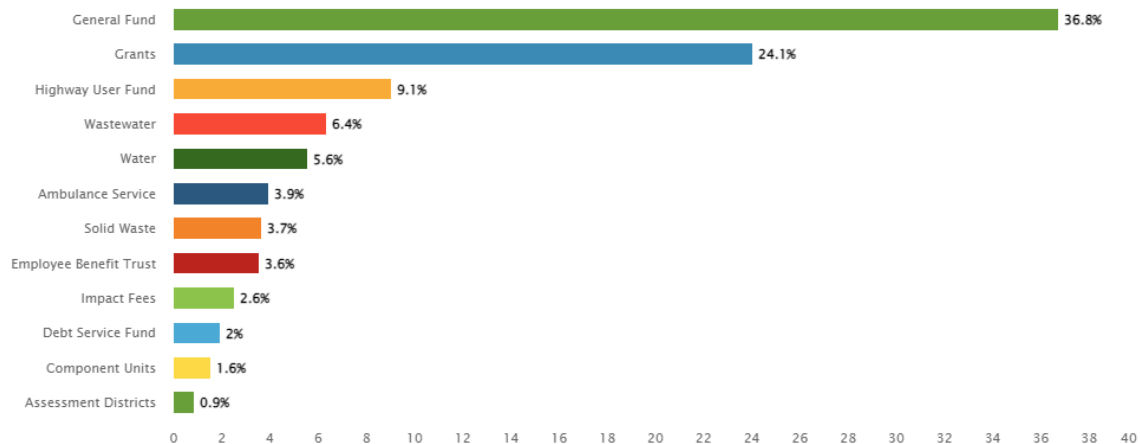
TOTAL EXPENDITURE BY FUND- ALL FUNDS

The graph below shows the total FY 2023 expenditure by fund. The FY 2023 expenditure budget for all funds is \$107.8 million. The General fund comprises 28.2% of all expenditures, followed by the Detention Facility totaling 23.2%. The Detention Facility is a legally separate component from the City of San Luis. However, it is included in the budget to ensure completeness in the presentation of the financial information.

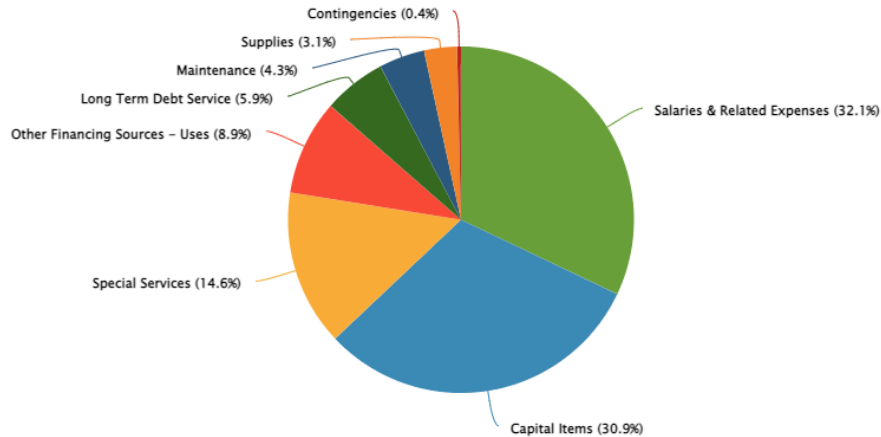


TOTAL FY 2023 EXPENDITURES BUDGET - EXCLUDING SLDF

When removing the Detention Facility from the financial data, the total FY 2023 budget expenditures total 82.8 million. The General Fund comprises 36.8% of all expenditures, followed by the Grants Fund covering 24.1% of total expenditures. The expenditure detail for each area is found within the budget document in the summary section or in the budget detail for that department.



TOTAL FY 2023 BUDGET EXPENDITURES BY CATEGORY-EXCLUDES SLDF

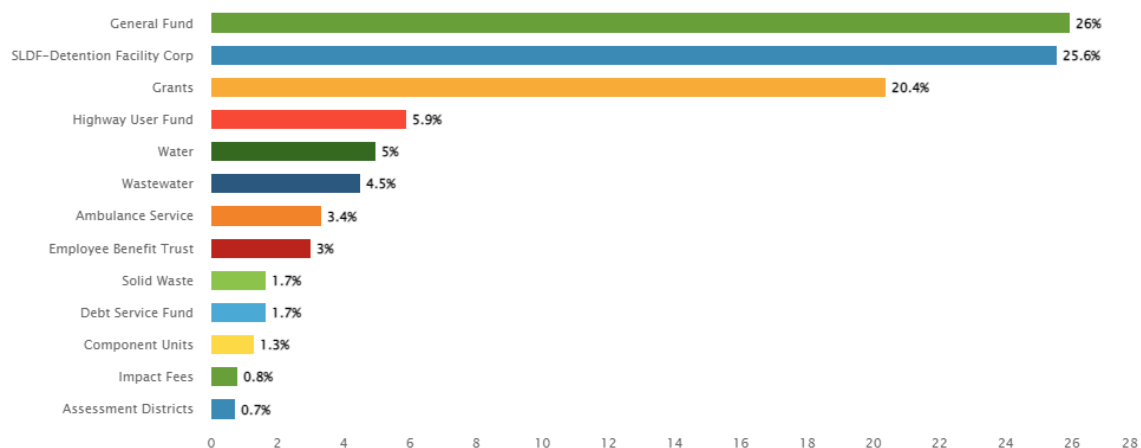


The above graph depicts the percentage of expenditure for the FY 2022-2023 budget by major classification excluding the Detention Facility.

Salaries and related expenses are the largest expenditure by the City in FY 2023, covering 32.1% of the total budget, followed by capital expenditures comprising 30.9% of the total budget. Special Services comprises 14.6% of the expenditure budget. This category includes contractual services, legal services, expense allocation for utilities services, software support, cell phone, special events expenditures, expenses related to travel and attendance to conferences and trainings. Long-term debt represents 5.9% of the budget. In this category we record the expenditures related to the repayment of long term debt principal and interest. Other financing sources comprise 8.9% of the pie, which includes the transfer of funds from one fund to another. In FY 2023, the city is budgeting transfers from the HURF fund to the Special revenue account to provide the match funds required by the various grants that the City is applying. The General fund is also budgeting the transferring of funds to the Business Center fund to subsidize the payment of the long-term debt for this Enterprise Fund.

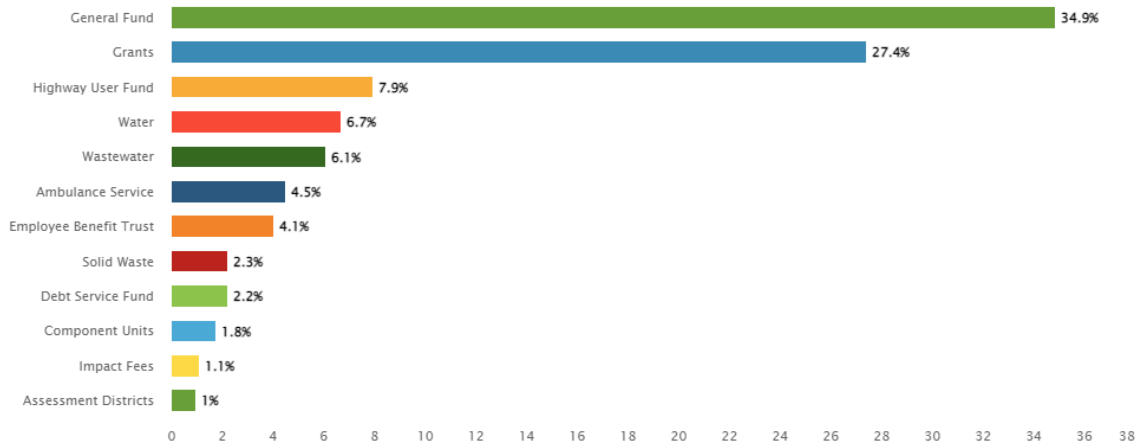
REVENUES FY 2023 BY FUND-ALL FUNDS

The projected revenues for FY 2023 are \$97.7 million. The graph below shows the percentage of revenue sources by fund.



REVENUES FY 2023 BY FUND - EXCLUDES SLDF

The graph below excludes the Detention Facility, bringing the FY 2023 revenue budget to \$72.7 million. The main source of revenue for the City is the General Fund, comprising 34.9% of all revenue. The revenue detail for each area is found within the budget document – either in the summary section or in the budget detail for that department.



STRATEGIC PLAN

VISION

San Luis is a welcoming binational city that is built on agriculture, distinct history, and collaboration. We pride ourselves on having quality neighborhoods, significant cultural resources, and outstanding schools while offering an innovative and forward-thinking community to live, work, and play, which will develop in a manner that ensures that new growth improves our community and retains our shared values.

MISSION STATEMENT

To enhance the quality of life for the residents and businesses of San Luis by delivering services effectively and efficiently, providing a safe and healthy environment, and developing economic opportunities.

As San Luis continues to grow, the city is faced with new opportunities and challenges, creating a need for a shared vision for the future. By 2040, the population of San Luis is projected to be 72,566, which is more than double its current population. Although population growth may vary from these projections due to various factors, the City relies on these projections to plan for future needs.

We rely on the City's General Plan adopted in November 2020 to set the goals and priorities that will allow us to become the City we need to be in the future. There are four themes that are the focus of the plan (Growth, Economy, Environment, and Public Services).

The FY 2021 budget was developed with the Council organization focusing on the four themes as a key factor in the decision-making process. The goals and objectives included in the department information tie directly to the organization's focus areas, and represent intermediate steps to achieving those Council-identified priorities. The Council reviews and updates the organization's focus areas during their annual retreat. Management staff and departmental personnel utilize the focus areas to guide daily operations.



Economy



Public Services

A strong and healthy economy is the backbone for vibrant, thriving communities, and the driving force for improved quality of life. Employing a proactive approach to economic development fosters long-term prosperity in a continually changing regional and global economy. The Economy Theme covers three elements that provide a foundation for growing and sustaining a strong economy in San Luis: Economic Development, Community Revitalization, and Arts and Culture.

Well-planned, quality municipal services have a direct correlation with the enhancement of the quality of life of residents and businesses. Clean and maintained streets provide for safe and efficient travel. Dedicated and responsive law enforcement, fire, and emergency medical services provide for the public safety of the community. Quality parks provide for passive and active recreational activities and support healthy and active lifestyles. Modern water and wastewater infrastructure and services support the orderly and planned growth and development of the community.



Environment



Growth

The natural environment is a valuable, yet often sensitive resource that shapes a community's character. Careful planning is necessary to provide a balance between the built and natural environments and to protect the natural resources that contribute to the quality of life in San Luis. The Environment Theme covers four elements that integrate environmental protection with community growth: Environmental Planning, Conservation, Open Space, and Energy.

Growth and development of the community is influenced by many separate, yet interrelated elements. The Growth Theme explores community topics related to future growth and development of San Luis with high quality and safe neighborhoods, vibrant shopping areas, and supporting employment uses. These topics contribute to the sense of place and the vision of how San Luis will look, feel, and function as it grows and develops into the future.

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Principles of Sound Financial Management – Infrastructure and Public Services

The goal of financial sustainable infrastructure planning is ingrained within the Growth Theme. This section summarizes broad best practice fiscal principles relative to the planning and management of public funds for the expansion of infrastructure and public services to serve future growth. It is intended that the below Principles of Sound Financial Management will provide broad guidance to decision making in the City's Capital Improvement Plan (CIP) and Annual Operating Budget processes.

- Expand municipal infrastructure in a manner that is efficient, cost-effective, and affordable for current and future residents of the city.
- Obtain full value for every dollar of public funds to deliver high quality infrastructure and public services to the community.
- Maintain an adequate financial base to support appropriate public service levels and maintain quality of life in San Luis.
- Develop and maintain the ability to respond efficiently and effectively to changes in the local, regional and international economic climate, including changes in federal and state priorities and funding.

Personnel Changes

Department	2019-2020	2020-2021	2021-2022	2022-2023	2022-2023
City Administration	5	6	6	6	0
City Clerk	2	3	3	3	0
City Attorney	2	2	2	2	0
City Prosecutor	2	2	3	3	0
Finance	9	9.5	10	10.5	0.5
Human Resources	5	5	6	7	1
Development Services	4.1	5.1	5.5	5.5	0
Building Safety	4.5	4.5	6.5	6.5	0
Economic Development	4	4	3.4	4.8	1.4
Cultural Center	2.3	2.6	1.8	2.0	0.25
Parks	13.6	13.6	16	17	1
Recreation	2.4	2.7	1.8	2	0.3
Youth Center	2.3	2.6	1.8	2.0	0.25
Municipal Pool	2.2	2.5	1.8	2.0	0.25
Parks & Rec. Administration	0	0	4	4	0
Senior Services	3	3	4	4	0
Municipal Court	9	10	11	11	0
Police Department	62	63	67.4	70.4	3
Fire Department	30.5	30.5	30.7	35.2	4.5
Information Technology	6.3	7.3	8.2	8.2	0
Facilities	9.2	9.2	10	11	1
Fleet Services	5.6	5.6	6.6	7.6	1
Risk & Property Management	1	1	1	1	0
Billings & Collections	10	10	10	10	0
Highway User	19.7	20.7	21.0	24.0	3.0
Senior Services Special Revenue Fund	1	1	1	2	1
Water	11.9	12.9	13.3	13.65	0.3
Wastewater	16.9	17.9	20.0	21.4	1.3
Solidwaste	5.4	5.4	5.4	7.7	2.3
Business Incubator	1	1	0.6	0.2	-0.4
Ambulance Services	17.5	18	18.7	23.7	5
Total City Wide	270.4	281.4	301.3	328.3	27.0

DEPARTMENTS



CITY COUNCIL

The City Council serves as a legislative and policy-making body of the municipal government and has responsibility for enacting City ordinances, appropriating funds to conduct City business, and providing policy direction to the City Manager responsible for carrying out established policies and administering operations.



The San Luis City Council comprises one (1) Mayor and six (6) Council members elected by residents in a nonpartisan election. Each member serves for a term of four years.

ACCOMPLISHMENTS FY 2022

- Built relationships with new franchises and brought new businesses to San Luis.
- Passed and adopted the design for the widening of Cesar Chavez Boulevard.
- Secured the remaining funding for the full build-out of the modernization of the San Luis Port of Entry 1.
- Worked with Somerton School District on bringing an elementary school to East San Luis.

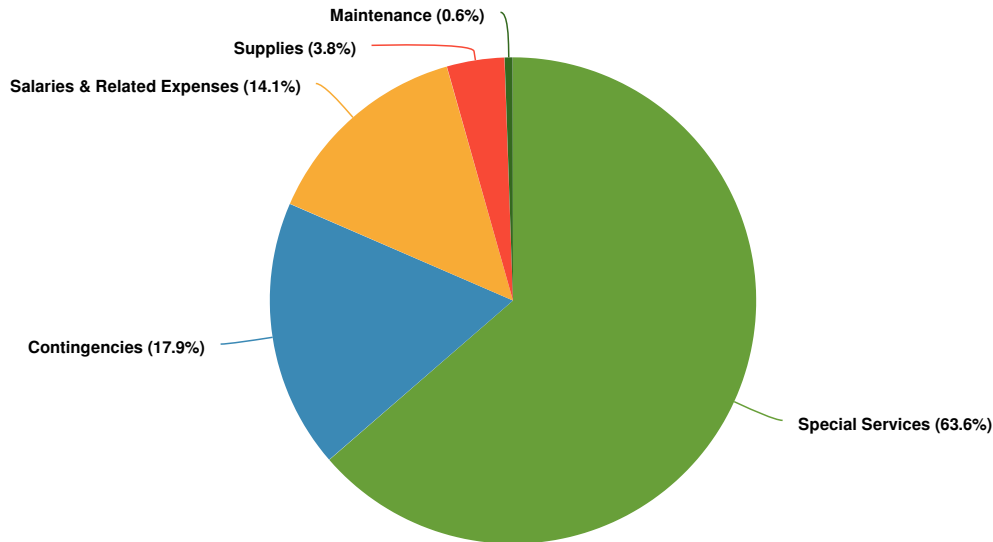
OBJECTIVES FY 2023

- Encourage effective coordination and involvement with community groups and other levels of government.
- Ensure the long-term financial stability of the City.
- Improve public safety.
- Improve transportation and traffic flow in the community on major streets and neighborhoods.
- Maintain the fund balance and service levels to ensure efficient operations.
- Make sure that all development in the community meets quality standards.
- Promote community involvement among residents.
- Provide quality of life options and opportunities in the community.
- Strive to make San Luis an attractive opportunity for retail and commercial investments.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the City Council. Special services represent the most significant expense type; they comprise 63.6% of the total budgeted amount. The next major expenditure type is contingencies with a 17.9% allocation, followed by salaries and employee related expenses with 14.1%, supplies with 3.8%, and maintenance with 0.6%.

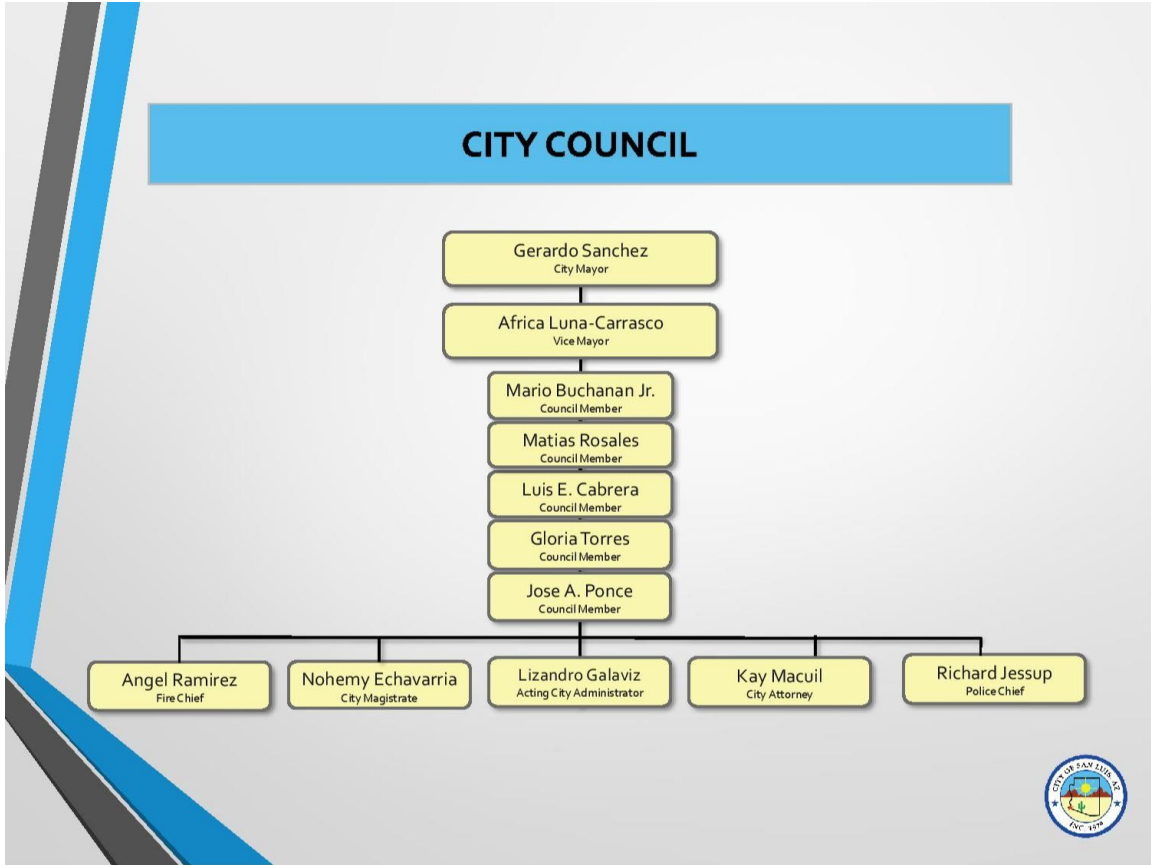
Budgeted Expenditures by Expense Type



The following table presents City Council expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$242,519	\$239,579	\$232,120	\$236,630	1.9%	\$4,510
Supplies	\$46,571	\$42,519	\$67,040	\$64,290	-4.1%	-\$2,750
Maintenance	\$5,633	\$3,889	\$9,000	\$9,300	3.3%	\$300
Special Services	\$507,032	\$446,737	\$782,350	\$1,068,500	36.6%	\$286,150
Contingencies	\$0	\$0	\$212,760	\$300,000	41%	\$87,240
Total Expense Objects:	\$801,754	\$732,724	\$1,303,270	\$1,678,720	28.8%	\$375,450

ORGANIZATIONAL CHART



CITY ADMINISTRATION

The City Administration Department implements the policies, priorities, goals and visions developed by the City Council and provides direction and leadership to the City of San Luis departments. Along with department heads and staff, the City Administration Department is committed to advocating for a responsible and transparent city government, citizen engagement, and working in ensuring that the City of San Luis remains a community in which residents take great pride in.



The City Manager oversees various departments within the organization to ensure that the City is a safe, prosperous, beautiful and culturally enriched community; maintains intergovernmental relationships as well as continues to build and maintain a professional relationship with external partners and businesses to ensure that our City continues to grow and evolve; manages day to day operations and activities while adhering to the highest standards of conduct to inspire public confidence and trust in the City of San Luis.

ACCOMPLISHMENTS FY 2022

- Successfully provided the community with eight (8) COVID-19 vaccination clinics.
- Created a WhatsApp line for the community to engage with the City and have means of communication 24/7.
- Created a partnership with ASU for an internship program. This partnership allowed 9 students to be placed throughout various City of San Luis departments to carry out their internships.
- Provided uninterrupted services throughout the COVID-19 pandemic and throughout the surge that affected our City during the first quarter of 2022.
- Implemented a policy to provide mandatory overtime to emergency personnel in appreciation and encouragement to continue providing exceptional services to the wellbeing of our community.
- Worked in keeping City employee benefits the same, avoiding cost increases to health benefit plans.
- Continued to increase the promotion of our City and provide community engagement through various social media outlets.

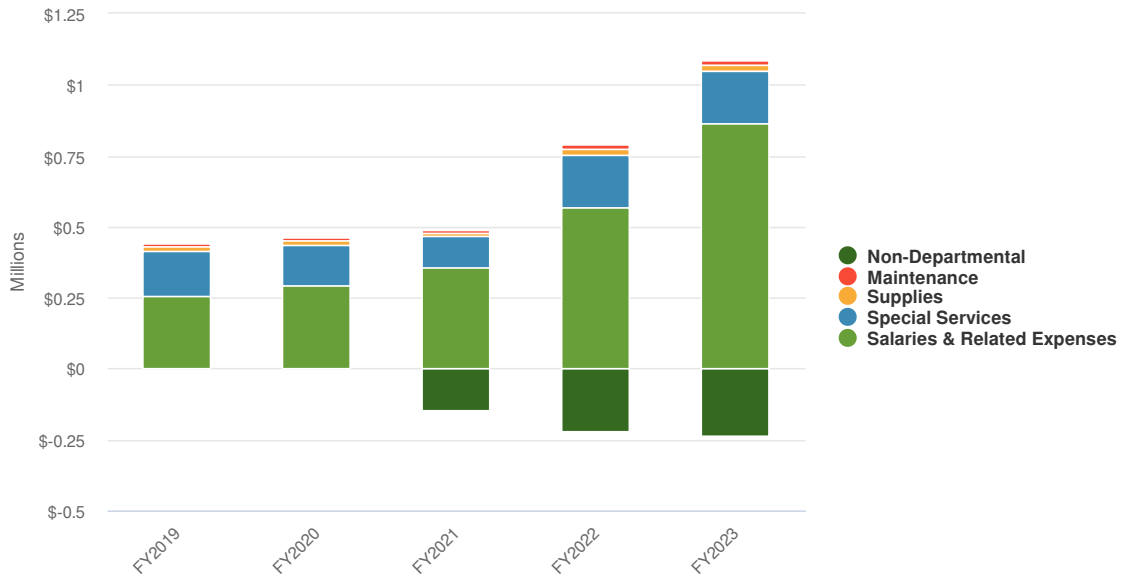
- Continued maintaining the highest standards of conduct to inspire public confidence, transparency and trust in the City of San Luis community.
- Successfully managed and directed the City of San Luis during the transition of City Manager.
- Worked closely with the Human Resources Department in reaching out to a professional consulting agency to assist in the recruitment of a City Manager with the vast capacity and experience to direct the City of San Luis and make sure that the City continues to move in the correct direction and prosper.

OBJECTIVES FY 2023

- Review the City’s organizational structure in order to update the department structure charts to provide improved services to its residents, commercial customers and developers in our community.
- Continue, when required, amending the General Plan for new development throughout the City of San Luis.
- Support continued efforts by the Mayor and City Council for the Port 1 development and design.
- Provide resource options for future water supply demands for residential and commercial areas.
- Continue providing employees with low copays for healthcare to ensure a better quality of health benefits.
- Continue to promote the City of San Luis and provide more community engagement through all social media platforms.
- Develop different funding options for city infrastructure development for current and future development plans.

EXPENDITURES BY EXPENSE TYPE

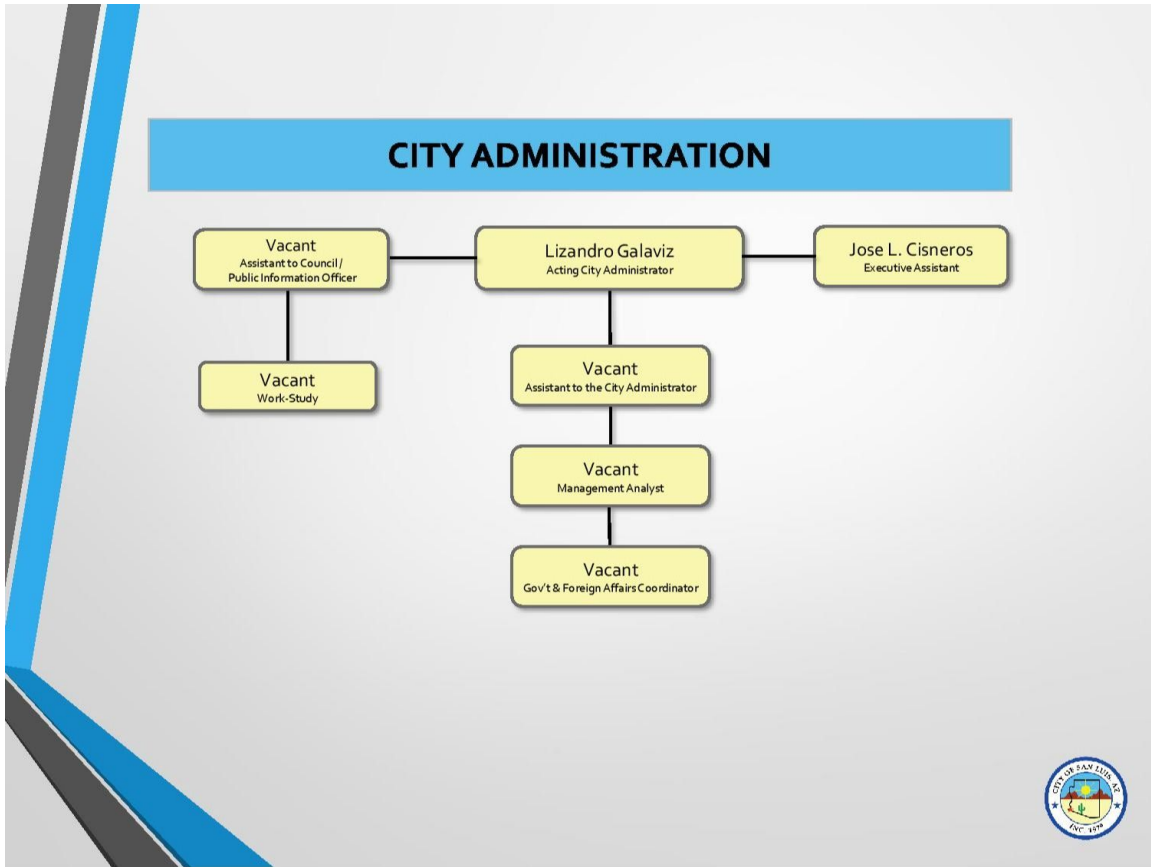
Budgeted and Historical Expenditures by Expense Type



The following table presents City Administration expenditures for the past 3 years. It is important to note that FY 2020 did not include allocation to other funds. We started allocating the costs of the City Administration Department to other funds in FY 2021.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)
Expense Objects						
Salaries & Related Expenses	\$292,154	\$354,572	\$567,670	\$864,790	\$297,120	52.3%
Supplies	\$12,975	\$10,354	\$23,000	\$20,500	-\$2,500	-10.9%
Maintenance	\$9,602	\$7,769	\$14,800	\$15,100	\$300	2%
Special Services	\$145,816	\$115,096	\$183,610	\$186,800	\$3,190	1.7%
Non-Departmental	\$0	-\$144,971	-\$220,069	-\$234,460	-\$14,391	6.5%
Total Expense Objects:	\$460,547	\$342,821	\$569,011	\$852,730	\$283,719	49.9%

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	5	6	6	6	0
% of city's FTEs				1.81%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Acting Assistant to Council/PIO	1	1	1	1	0
Administrative Coordinator	1	0	0	0	0
Assistant to the City Manager	1	1	1	1	0
City Manager	1	1	1	1	0
Public & Foreign Affairs	1	1	1	1	0
Executive Assistant	0	1	1	1	0
Office Assistant	0	1	1	1	0
Total	5	6	6	6	0

CITY CLERK

The City Clerk's Office is the primary link between Council, City staff and the public, where the City Clerk serves as the Chief Elections Official and Records Manager. The City Clerk's Office upholds public trust and protects local democracy by providing access to services and information on matters of public interest to all customers including residents, elected officials and City departments.



CITY COUNCIL MEETINGS

The City Clerk's Office is responsible for preparing notices, agendas and minutes for regular, special and work session meetings. In 2021 the City Council held 21 regular Council meetings (48%); 9 special Council meetings (20%), 13 work session meetings (30%) and one budget retreat meeting (2%). The majority of these meetings were held remotely due to the COVID-19 pandemic.

LEGISLATION AND POLICY/PROCEDURE UPDATES

City Code

The City Clerk is responsible for updating the City of San Luis, Arizona Code of Ordinances. The City Clerk is continuously working with Code Publishing to codify the City Code, which contains ordinances through Ordinance No. 419 passed on July 28, 2021.

Records Management & Retention Policy

The City Clerk's Office remains in contract with Iron Mountain Incorporated to store offsite long-term and permanent records. This allows the city to cost-effectively manage, safeguard and retrieve vital records and documents on time. In 2021, 25 boxes were sent to Iron Mountain from the department of Economic Development, Human Resources and Public Works.

Public Records Requests

The City Clerk's Office is the information hub for the City as the custodian of City records and responds promptly to requests for records from the public. In 2021, 116 public records requests were received, a 76% increase from the 66 public records requests that were received in 2020.

ELECTIONS

The City Clerk regularly conducts fall-scheduled City of San Luis Mayor and Council elections every even-numbered year and conducts all special City elections as required. The City did not conduct an election during 2021. However, a Primary Election is scheduled for August 2, 2022 and a General Election for November 8, 2022, for one (1) mayor and three (3) council member seats.

The City of San Luis will continue to have two (2) voting centers, one located at the Cesar Chavez Cultural Center and the second located in the Yuma County Library – San Luis Branch. Candidate packets will be available for those wishing to run for office beginning on January 3, 2022.

ACCOMPLISHMENTS FY 2022

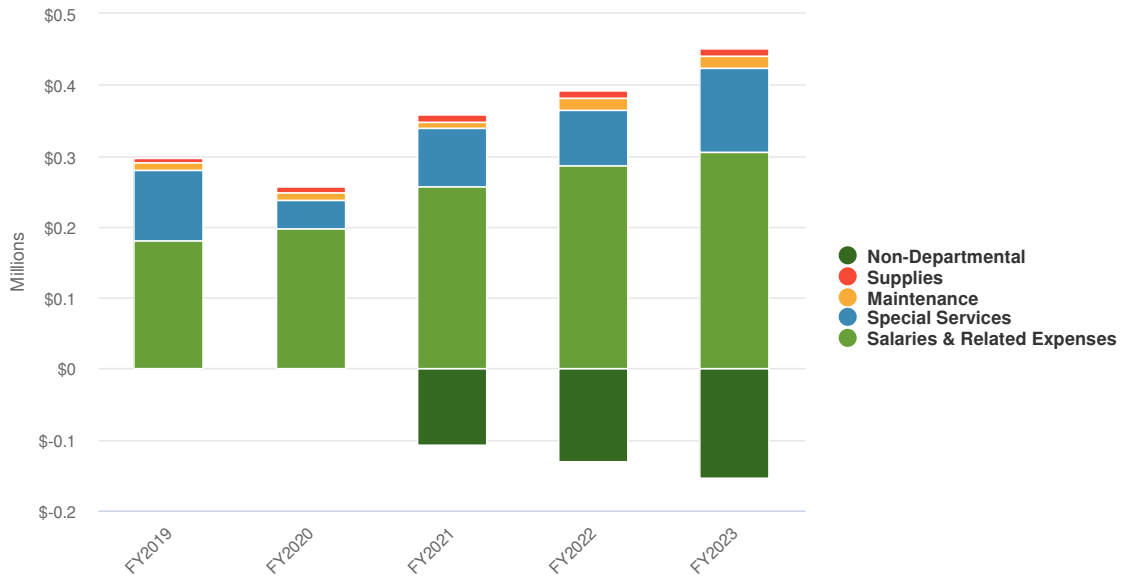
- The City Clerk maintained her Master Municipal Clerk (MMC) certification through the International Institute of Municipal Clerks, certification as a Certified Public Manager, Certified Municipal Election Official, and Notary Public Commission.
- The Deputy City Clerk maintained Certified Municipal Clerk Certification (CMC) through the International Institute of Municipal Clerks, Certified Municipal Election Official, and Notary Public Commission.
- The City Clerk and Deputy City Clerk obtained their re-certification as an Election Officer Certification from the League of Arizona Cities and Towns in September 2021 and from the Arizona Secretary of State in November 2021; continued to attend virtual training from the League of Arizona Cities and Towns Elections to maintain certification as a Municipal Election Official.
- The Records Management Specialist initiated training to obtain her certification as a Certified Municipal Clerk (CMC) through the International Institute of Municipal Clerk's (IIMC) and the Arizona Municipal Clerk's Association (AMCA) and maintained her Notary Public Commission.
- Continued the use of Laserfiche software, which streamlines the process of information from City code, agenda packets, minutes, contracts/agreements, ordinances, orders, resolutions, and development agreements.
- Continued to use AgendaQuick software to ensure consistency and legal compliance for all notices and agendas on the City's website.
- The City Clerk's Office resumed its semi-annual citywide purge day held on May 7, 2021 and October 8, 2021. In addition, the Records Management Specialist met with each department's records coordinator to audit their records and completed records destruction per the department's retention schedules.

OBJECTIVES FY 2023

- Implement succession planning; the City Clerk, Deputy City Clerk and Records Management Specialist will continue to work together and cross-train all City Clerk's Office phases.
- Continue to manage purge Fridays on a semi-annual basis and meet annually with each department and audit records to ensure compliance with State Library and Archives Retention Schedules.
- Implement an Electronic Communication and Social Media Policy.
- Add an online public records management module for public records requests.

EXPENDITURES BY EXPENSE TYPE

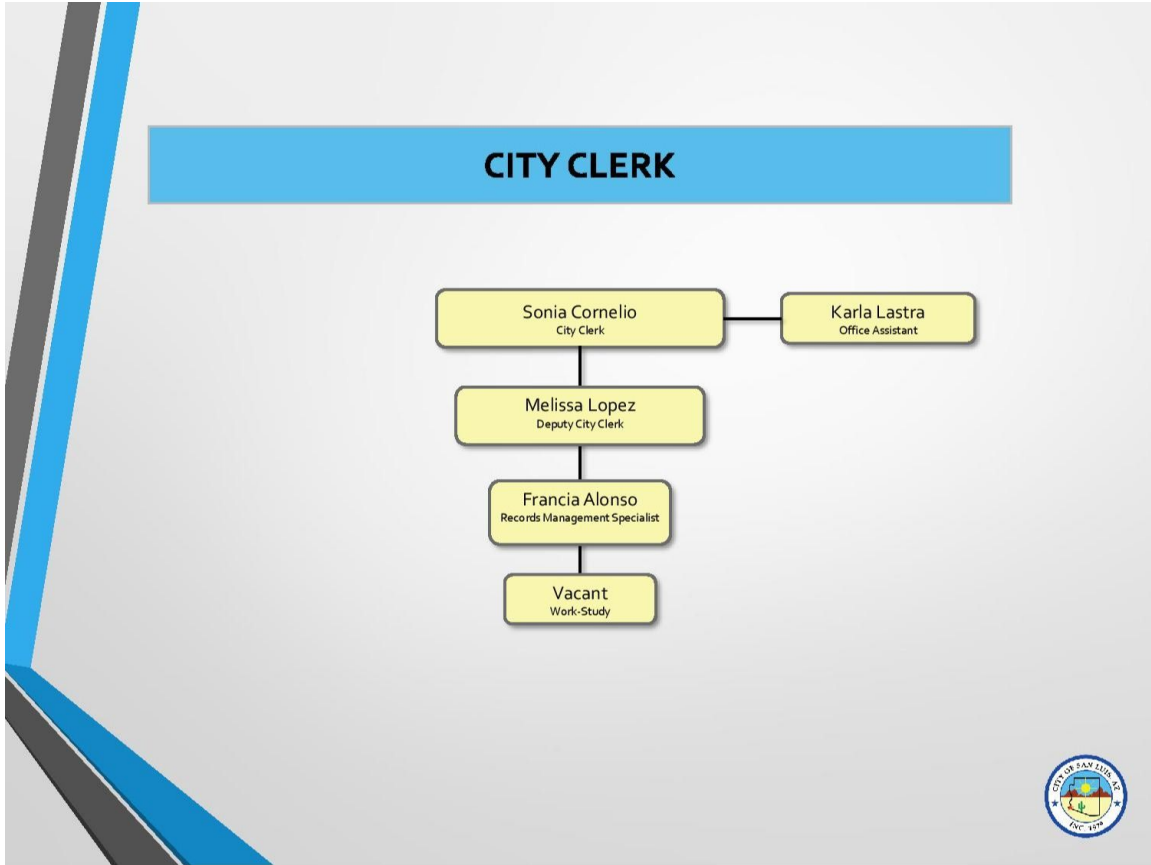
Budgeted and Historical Expenditures by Expense Type



The following table presents the City Clerk's expenditures for the past 3 years. It is important to note that FY 2020 did not include allocation to other funds. We started allocating the costs of the City Clerk Department to other funds in FY 2021.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$196,532	\$257,284	\$285,700	\$304,830	6.7%	\$19,130
Supplies	\$8,514	\$8,518	\$12,500	\$9,210	-26.3%	-\$3,290
Maintenance	\$10,653	\$10,124	\$15,450	\$17,140	10.9%	\$1,690
Special Services	\$40,187	\$81,365	\$79,400	\$119,650	50.7%	\$40,250
Non-Departmental	\$0	-\$106,579	-\$129,640	-\$153,300	18.3%	-\$23,660
Total Expense Objects:	\$255,886	\$250,712	\$263,410	\$297,530	13%	\$34,120

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	2	3	3	3	0
% of city's FTEs				0.91%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
City Clerk	1	1	1	1	0
Deputy City Clerk	1	1	1	1	0
Records Management Specialist	0	1	1	1	0
Total	2	3	3	3	0

CITY ATTORNEY

The City Attorney's Office provides key quality legal services to City Council, Staff, Commissions, and Boards, with the goal of good governance to enhance the well-being, safety, and economic opportunity of San Luis residents and businesses.

It also oversees the City Prosecutor's Office, which promotes the fair administration of justice to provide a safe and secure environment in San Luis.



ACCOMPLISHMENTS FY 2022

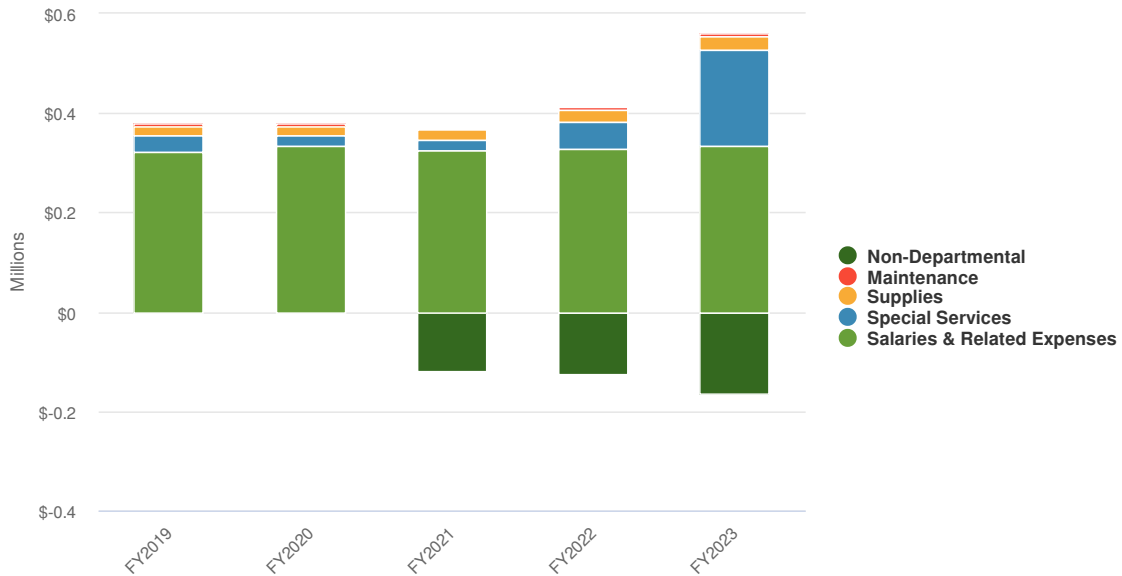
- The City Attorney's Office is proud to have steered the City clear of liabilities and litigation for yet another year.
- All occurring litigations were covered by the City's insurance policy with the Arizona Municipal Risk Retention Pool (AMRRP). The cases that have gone to the AMRRP have been typical, run-of-the-mill claims.

OBJECTIVES FY 2023

- Expand the City Attorney's Office efficiency to respond to legal concerns of the City due to its growth.
- Expand the City Attorney's Office's capacity to deliver legal services efficiently by:
 1. Contractual Staffing: The City Attorney's needs are not significant enough to request a full-time or part-time position this year. The City Attorney's Office therefore requested \$40,000 in contractual services.
 2. Training: The City Attorney's Office is also seeking training that will enhance the efficiency of existing staff. It specifically needs Microsoft Word advanced training (\$1,000), Legal Technology Core Competencies Certification (\$3,000), and productivity-boosting methods (\$2,000). The office estimates the total cost at \$6,000.

EXPENDITURES BY EXPENSE TYPE

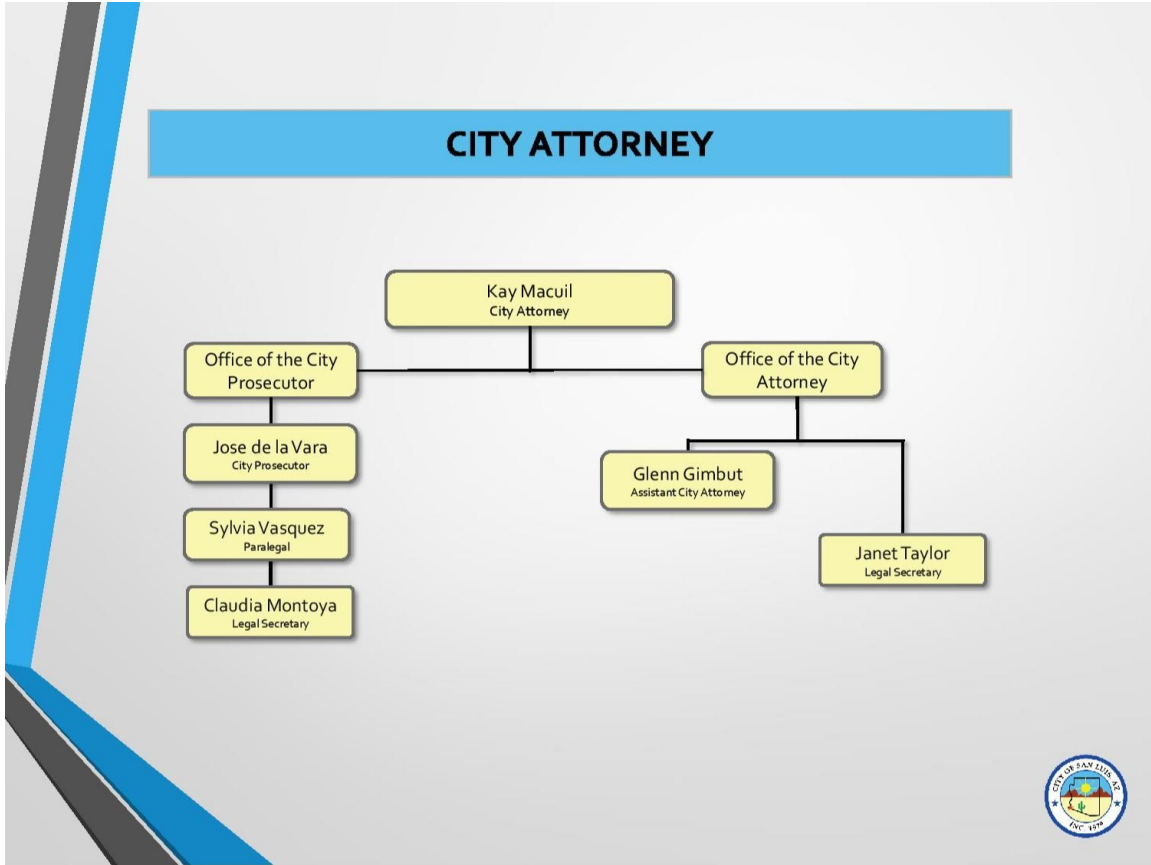
Budgeted and Historical Expenditures by Expense Type



The following table presents the City Attorney's expenditures for the past 3 years. It is important to note that FY 2020 did not include allocation to other funds. We started allocating the costs of the City Attorney to other funds in FY 2021.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$333,011	\$326,445	\$327,750	\$334,060	1.9%	\$6,310
Supplies	\$15,755	\$19,266	\$22,898	\$30,155	31.7%	\$7,257
Maintenance	\$7,002	\$3,695	\$7,935	\$5,290	-33.3%	-\$2,645
Special Services	\$23,707	\$20,794	\$55,144	\$191,950	248.1%	\$136,806
Non-Departmental	\$0	-\$118,055	-\$123,973	-\$165,350	33.4%	-\$41,377
Total Expense Objects:	\$379,476	\$252,144	\$289,754	\$396,105	36.7%	\$106,351

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	2	2	2	2	0
% of city's FTEs				0.60%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
City Attorney	1	1	1	1	0
Legal Secretary	1	1	1	1	0
Total	2	2	2	2	0

CITY PROSECUTOR

The City Prosecutor's Office is responsible for prosecuting misdemeanor crimes committed in the City of San Luis in violation of the Arizona Revised Statutes as well as violations of the San Luis City Code; aggressively pursues accountability for criminal behavior while treating defendants justly and with dignity; zealously protects victims' rights and acts in the best interests of San Luis residents and businesses.



The City Prosecutor's ongoing mission is to maintain a first-rate prosecutorial agency to represent the City of San Luis by promoting the fair administration of justice. Its goal is to provide a safe and secure environment for the San Luis community. The San Luis City Prosecutor serves as the Legal Advisor for the San Luis Police Department. In order to assist the Police Department, ensure the effective, efficient and uniform enforcement of criminal laws and the fair administration of criminal justice in San Luis, the City Prosecutor provides training to the Police Department to fulfill constitution and statutory mandates, respect the rights of the accused and victims, as well as strengthening the Police Department's relations with the public.

ACCOMPLISHMENTS FY 2022

- Added a legal secretary.
- Restructured supporting staff job duties to increase efficiency.
- Resumed training to San Luis Police Officers which had been canceled in previous years due to COVID-19.
- Received 387 criminal cases, a 26% increase compared to previous year.
- Implemented a diversion program in which 33 defendants participated, all of which successfully completed the program.
- Submitted 165 reports for charging review.
- Prosecuted 8 jury trials (low number of trials due to COVID-19).

- Provided victim representation.

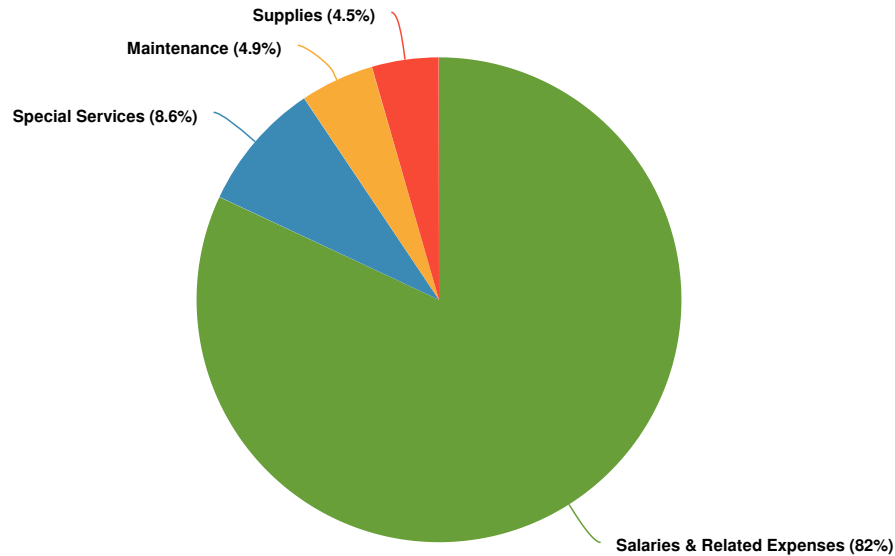
OBJECTIVES FY 2023

- Implement Trial Director software for evidence presentation.
 - Implement Advent eLearning for diversion program.
 - Continue to provide training for police department.
 - Implement City ordinance for animal abuse.
 - Obtain a Legal Paraprofessional (LP) License for the department's paralegal.
1. Assist with plea negotiations.
 2. Participate in Civil Traffic Hearings.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the City Prosecutor's Office. Salaries and employee related expenses represent the most significant expense type; they comprise 82% of the total budgeted amount. The next major expenditure type is special services with an 8.6% allocation, followed by maintenance with 4.9%, and supplies with 4.5%.

Budgeted Expenditures by Expense Type



The following table presents the City Prosecutor's expenditures for the past 3 years, and the proposed FY 2023 Budget.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Department Request (\$ Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects							
Salaries & Related Expenses	\$231,824	\$247,781	\$290,440	\$288,980	-\$1,390	-0.5%	-\$1,460
Supplies	\$10,955	\$12,866	\$12,375	\$15,750	\$5,655	27.3%	\$3,375
Maintenance	\$13,419	\$13,063	\$16,497	\$17,300	\$803	4.9%	\$803
Special Services	\$15,744	\$22,840	\$29,060	\$30,450	\$3,430	4.8%	\$1,390
Total Expense Objects:	\$271,942	\$296,550	\$348,372	\$352,480	\$8,498	1.2%	\$4,108

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	2	2	3	3	0
% of city's FTEs				0.91%	

Authorized Personnel/Positions:

Title	<u>2019-2020</u>	<u>2020-2021</u>	<u>Current 2021-2022</u>	<u>Proposed 2022-2023</u>	<u>Changes 2022-2023</u>
City Prosecutor	1	1	1	1	0
Legal Secretary	1	1	1	1	0
Paralegal	0	0	1	1	0
Total	<u>2</u>	<u>2</u>	<u>3</u>	<u>3</u>	<u>0</u>

FINANCE

The Finance Department's primary purpose is to provide the highest quality financial services with integrity and excellence to the City of San Luis residents, City Council, and departments. We are committed to building public trust through delivering timely, accurate, and transparent financial information, sound financial management, and innovative and effective decision-making while safeguarding the City's assets and ensuring compliance with laws and regulations. The Finance Department is responsible to oversee the Billing and Collections and Risk Management divisions.



The Finance Department provides various financial services to the Council and City staff. Services include fiscal planning, developing and monitoring the annual operating and capital budgets, establishing and monitoring internal controls, preparing the Annual Comprehensive Financial Report, facilitating external audits and independent reviews, and federal grant financial reporting. Other responsibilities include payroll, accounts payable, cash receipts, financial analysis, financial record keeping, and purchasing.

ACCOMPLISHMENTS FY 2022

- Issued obligations to refinance the PSPRS unfunded liability in a historically lower interest rate environment. Unfunded pension liabilities are essentially debt. The refinancing of this debt is expected to produce \$6,724,754 in savings for the City over the next 16 years.
- Transitioned to in-house ambulance service billing to increase financial reporting effectiveness, improve transparency and reduce costs.
- Obtained the Certificate of Achievement for Excellence in Financial Reporting from GFOA. It has been eight consecutive years that the Finance department has achieved this distinction.
- Obtained an 'AA' Issuer Default Rating (IDR) from Fitch Ratings, reflecting superior financial resilience and budget management practices, and strong revenue growth prospects.
- Implemented ACH payments for the Accounts Payable process.

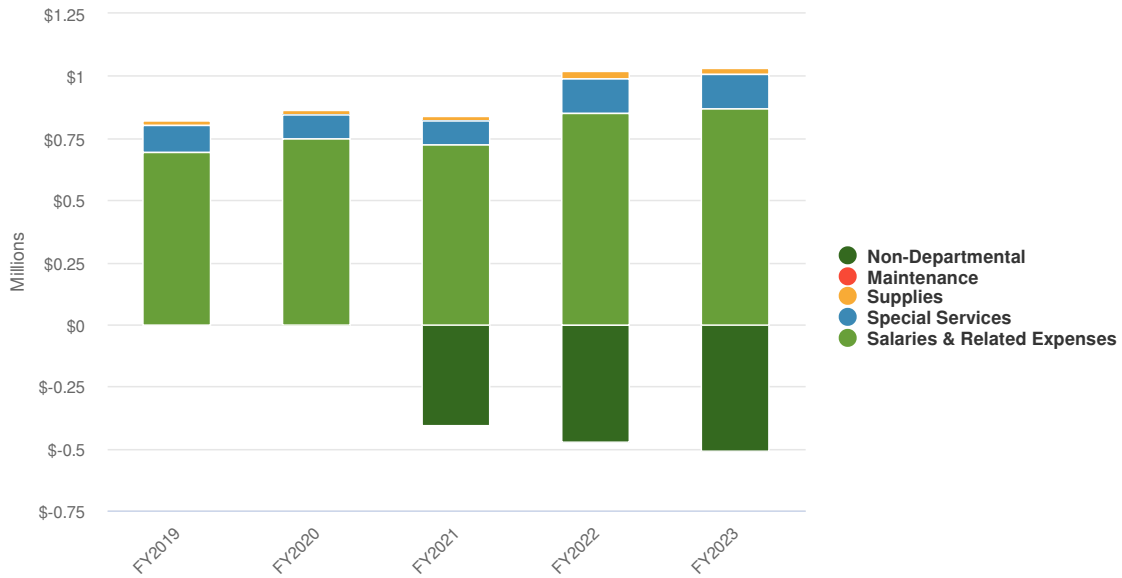
- Developed a conflict of interest policy and presented it to the City Council for adoption.
- Coordinated City-wide efforts to apply and administer grants related to COVID-19 mitigation and recovery.
- Updated the Procurement policy to keep pace with the cost increase for items and address the growth of the City's operations.

OBJECTIVES FY 2023

- Implement ACFR statement building software.
- Obtain the GFOA Distinguished Budget Presentation Award.
- Obtain the GFOA Certificate of Achievement for Excellence in Financial Reporting Award.
- Ensure effective reporting, monitoring, and administration of ARPA funds.
- Implementation and compliance of GASB 87 for leases.
- Establish an investment and debt management policy.
- Transition time clock functions from Human Resources to Finance and implement time clock management software.
- Implement capital budget management software.
- Development of an electronic budget book through new budget management software.
- Develop a long-term financial strategic plan to fund the growth of the City for the next ten years.
- Ensure procurement compliance by reducing after the fact purchase instances.

EXPENDITURES BY EXPENSE TYPE

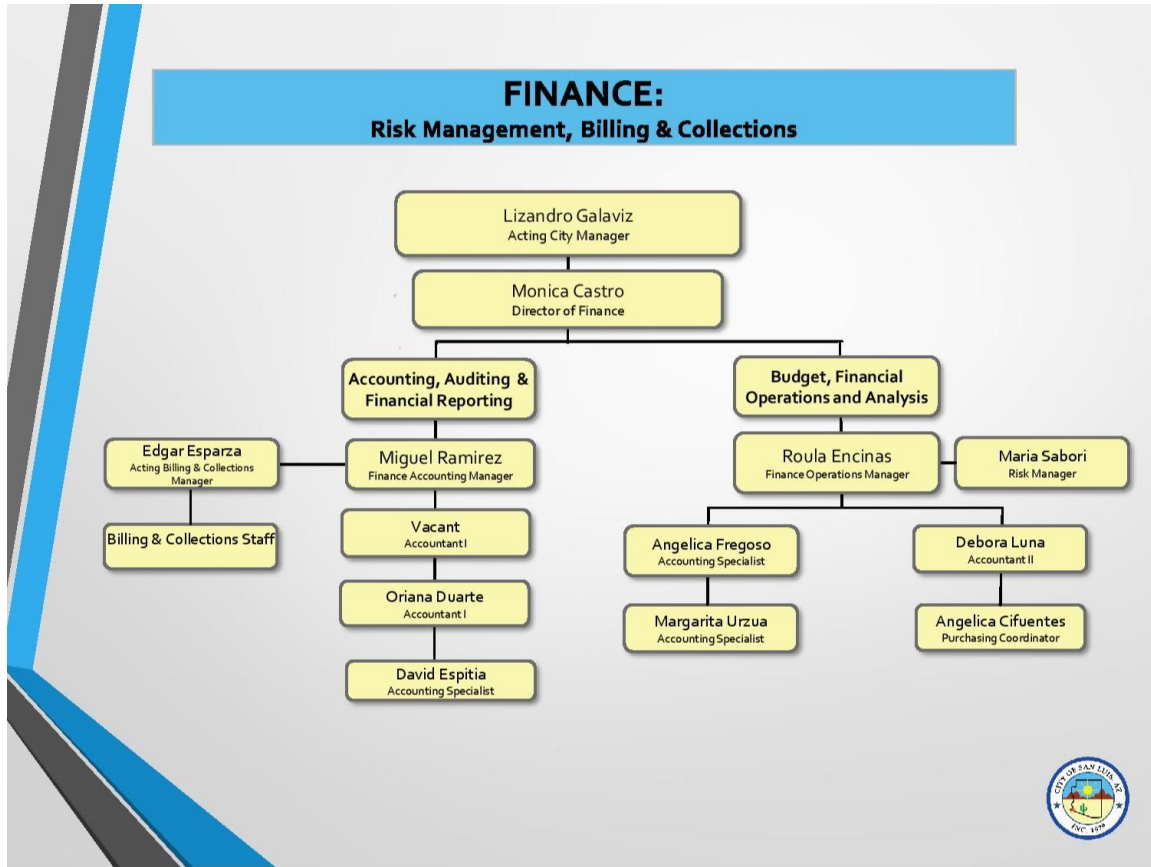
Budgeted and Historical Expenditures by Expense Type



The following table presents Finance Department expenditures for the past 3 years. It is important to note that FY 2020 did not include allocation to other funds. We started allocating the costs of the Finance Department to other funds in FY 2021.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$746,781	\$725,883	\$851,220	\$868,230	2%	\$17,010
Supplies	\$16,478	\$16,002	\$27,700	\$23,675	-14.5%	-\$4,025
Maintenance	\$4,681	\$3,580	\$5,150	\$5,400	4.9%	\$250
Special Services	\$99,403	\$96,766	\$139,500	\$140,450	0.7%	\$950
Non-Departmental	\$0	-\$403,766	-\$471,580	-\$509,820	8.1%	-\$38,240
Total Expense Objects:	\$867,343	\$438,464	\$551,990	\$527,935	-4.4%	-\$24,055

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	9	9.5	10	10.5	0.5
% of city's FTEs				3.17%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Purchasing Coordinator	1	1	1	1	0
Assistant Director of Finance	1	1	1	1	0
Accountant II	3	3	1	1	0
Finance Accounting Manager	0	0	1	1	0
Finance Operations Manager	0	0	1	1	0
Director of Finance	1	1	1	1	0
Accounting Specialist	1	1.5	2	2.5	0.5
Administrative Coordinator	1	1	1	1	0
Accountant I	0	0	1	1	0
Contracts & Grants Coordinator	1	1	0	0	0
Total	9	9.5	10	10.5	0.5



RISK & PROPERTY MANAGEMENT

The Risk Management Department recognizes its role of stewardship over the resources of the City, both human and property. The department works to ensure the safety of its employees, staff, and the public while providing maximum protection to prevent financial loss of city property. Each department director of the City has a responsibility of reviewing his/her own activity with these risk management goals in mind.



Whenever a department may appear to be in jeopardy, the department director must report the concern to either management or the Risk Management Department. Specific focus areas include:

- Environmental health
- Occupational safety
- Property loss including personal and real property
- Safety policies and procedures

Risk Management supervises programs in the areas of employee safety, loss prevention, property and casualty. The department minimizes dollar losses through planning, organizing, directing, and controlling resources and activities in the city.

Risk Management also provides investigative services on claims arising out of automobile liability and general liability and monitors Workers' Compensation and related legal expenditures being handled by a third-party administrator.

ACCOMPLISHMENTS FY 2022

- Completed an asbestos and lead assessment project for the Municipal Court building.
- Continued quarterly inspections and corrections throughout City buildings as part of OSHA PEPP Safety Program.
- Obtained a three-year OSHA PEPP Program extension request.
- Provided online safety training for 21 City employees.

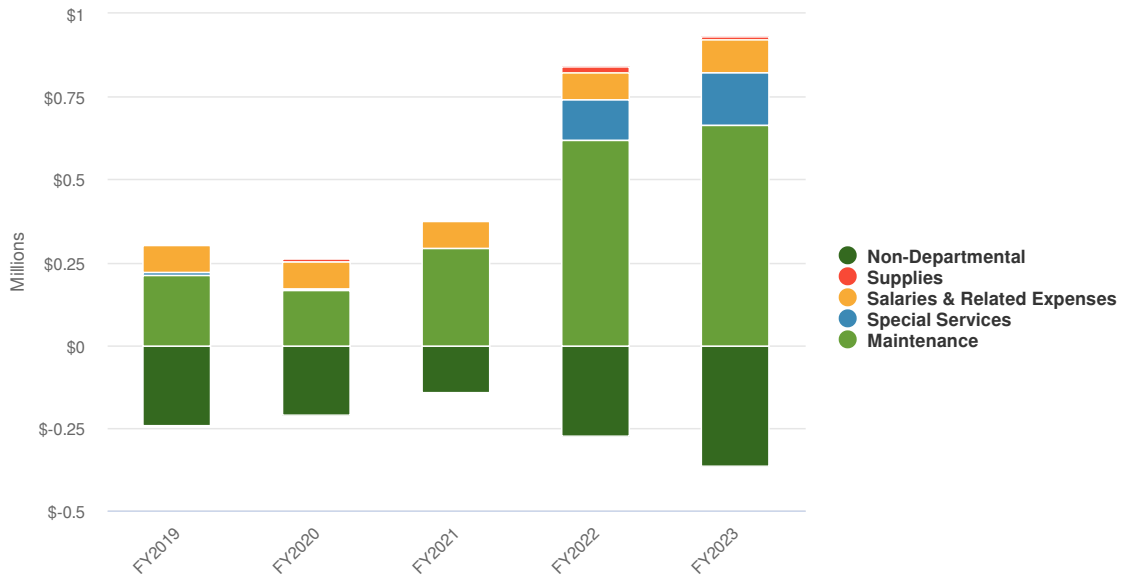
- Provided 5 safety training to City employees.
- Provided day to day lead support and guidance to Human Resources department matters as required.
- Implemented and conducted COVID-19 protocols, COVID-19 safety guidance, essential travel policy and safety assessment; maintained protocols up to date as changes occurred.
- Implemented and updated different safety written programs for most City departments and divisions.
- Identified confined space areas within our Water Division stations.
- Submitted OSHA Injury and Illness reporting for 2021.
- Implemented the Cyber Security Bitsight Program provided by The City's insurance with AMRRP.
- Implemented the Respiratory Safety Program for Wastewater Division:
 1. Medical Evaluations.
 2. Training.
 3. Fitting Tests.
 4. Written Program.
- Implemented the Emergency Action Plan for the Facilities Division.
- Initiated hazard assessments with the Facilities Division.
- Initiated quarterly safety inspections of Advanced Call Center Technologies building.
- Transitioned from Tenant Users Liability Insurance Program (TULIP) third party vendor insurance to GatherGuard as provided by AMRRP Insurance.

OBJECTIVES FY 2023

- Implement safety and health policies and procedures.
- Implement safety written programs.
- Revamp the Safety Committee.
- Address all OSHA PEPP Program inspection findings successfully.
- Implement new certificate of insurance software and establish a system of reporting.

EXPENDITURES BY EXPENSE TYPE

Budgeted and Historical Expenditures by Expense Type



The following table presents the Risk & Property Management Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$82,649	\$80,414	\$83,120	\$99,350	19.5%	\$16,230
Supplies	\$7,751	\$7,086	\$18,090	\$10,210	-43.6%	-\$7,880
Maintenance	\$167,630	\$290,978	\$617,700	\$665,919	7.8%	\$48,219
Special Services	\$2,539	\$2,487	\$123,560	\$156,920	27%	\$33,360
Non-Departmental	-\$211,679	-\$143,552	-\$274,334	-\$363,700	32.6%	-\$89,366
Total Expense Objects:	\$48,890	\$237,411	\$568,136	\$568,699	0.1%	\$563

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	1	1	1	1	0
% of city's FTEs				0.30%	

Authorized Personnel/Positions:

Title	<u>2019-2020</u>	<u>2020-2021</u>	<u>Current 2021-2022</u>	<u>Proposed 2022-2023</u>	<u>Changes 2022-2023</u>
Risk Property Analyst	1	1	0	0	0
Risk Manager	0	0	1	1	0
Total	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>



BILLINGS & COLLECTIONS

The Billing & Collections Department's staff provides an exceptional and professional quality customer service to all San Luis residents and visitors.

The department makes every effort to provide and maintain professional practices, accounting standards, and accurate data entry for all city customers. The department endeavors to provide efficient office support to city departments and divisions acting as a centralized customer service center for most inquiries regarding the city services such as water, wastewater, and solid waste.



In addition to these services, the Billings and Collections' Office is the one-stop customer payment center for paying a utility bill as well as other city services, such as a building permit, business license, encroachment permit, zoning fees, public record copies, fingerprints, impounds, park and recreational fees.

ACCOMPLISHMENTS FY 2022

- Transitioned to paperless billing statement as a default option for new accounts.
- Enrolled 51% of utility accounts to paperless billing.
- Installed a self-serve payment kiosk at City Hall's main entrance.
- Installed 106 new water meters for new constructions.
- Processed 4,497 service orders for water, wastewater, and solid waste.
- Completed an audit of Gadsden to verify that all properties that do not have a septic tank, have a sewer account with the City of San Luis.
- Completed an audit of all water conversion accounts, both converted and not converted.
- Issued a total of 298 yard sale permits as of April 2022.

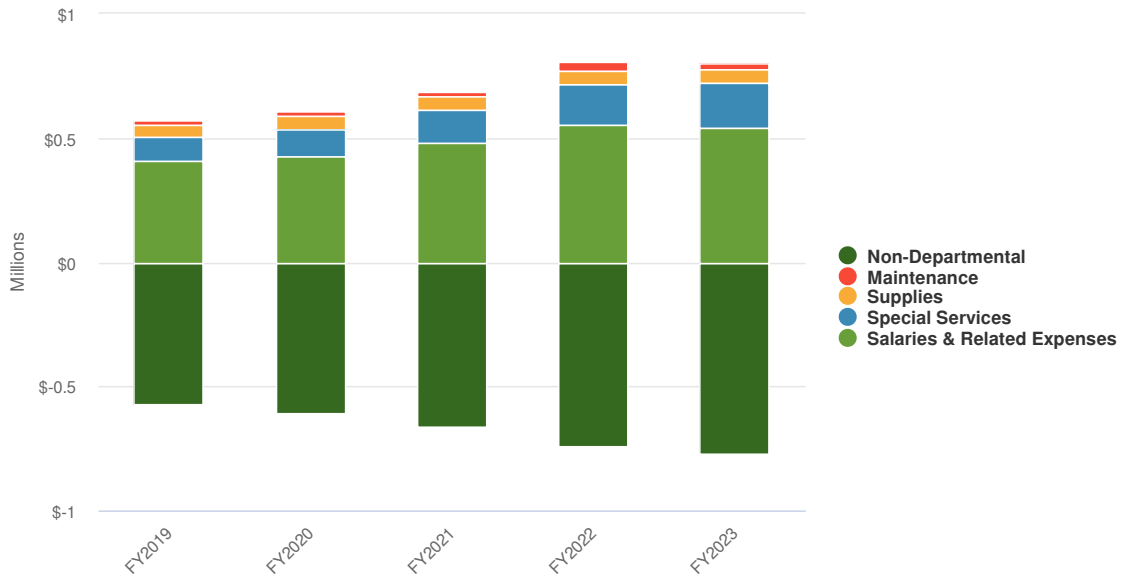
- Renewed 521 business licenses.

OBJECTIVES FY 2023

- Continue providing the best possible customer service to San Luis residents.
- Continue to convert all paper files to electronic documents for utilities and business licenses.
- Implement a utility assistance program through WACOG.
- Incorporate XBP payments to New World System so that they appear live as soon as customers submit their online payment.
- Continue to cross-train personnel in the department.
- Continue working with a third-party agency to attempt collection from inactive accounts with debt.

EXPENDITURES BY EXPENSE TYPE

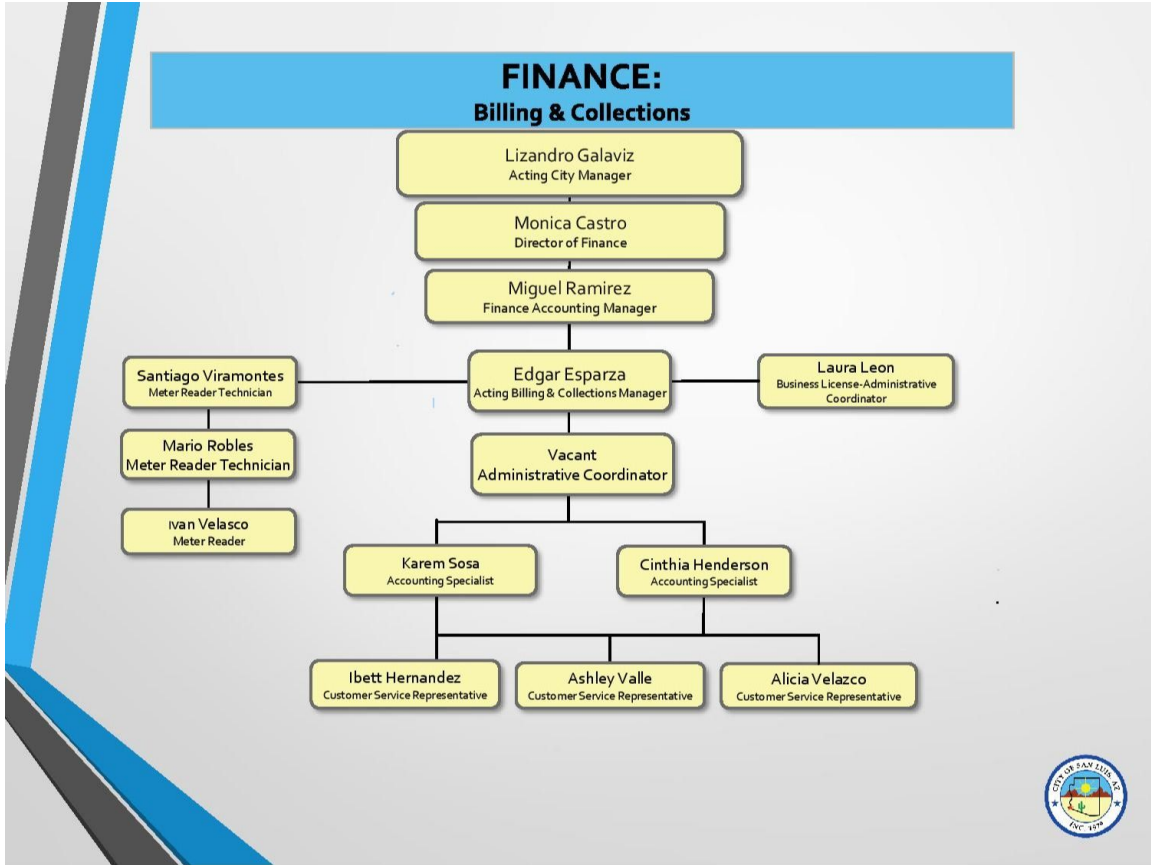
Budgeted and Historical Expenditures by Expense Type



The following table presents Billings & Collections expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$428,517	\$481,972	\$550,340	\$539,370	-2%	-\$10,970
Supplies	\$55,300	\$56,736	\$57,000	\$49,700	-12.8%	-\$7,300
Maintenance	\$13,679	\$15,483	\$32,300	\$23,700	-26.6%	-\$8,600
Special Services	\$106,892	\$131,789	\$164,990	\$185,200	12.2%	\$20,210
Non-Departmental	-\$604,389	-\$659,888	-\$739,348	-\$771,230	4.3%	-\$31,882
Total Expense Objects:	\$0	\$26,092	\$65,282	\$26,740	-59%	-\$38,542

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	10	10	10	10	0
% of city's FTEs				3.02%	
Authorized Personnel/Positions:			Current	Proposed	Changes
Title	2019-2020	2020-2021	2021-2022	2022-2023	2022-2023
Accounting Specialist	2	2	2	2	0
Meter Reader Technician	2	1	1	1	0
Meter Reader	1	2	2	2	0
Billing & Collection Manager	1	1	1	1	0
Customer Service Representative	3	3	3	3	0
Administrative Coordinator	1	1	1	1	0
Total	10	10	10	10	0

HUMAN RESOURCES

The Human Resources department supports the City's goals by recruiting, developing and sustaining a diverse, talented and engaged workforce.

The City of San Luis Human Resources staff uses the best available values, theories, strategies, and techniques of behavioral and information science and organizational theory to provide integrated human services to the San Luis community.



The department strives to assist the City employees with the management of its work settings and organizational visions to improve its ability current and future work environments. The department assists the City staff with implementing the cognitive, emotional, and behavioral changes necessary to remain on the cutting edge of innovation.

The department also provides human services through education and training, counseling, career management, and consulting; utilizes cost effective strategies, works to enable the City to best utilize the knowledge, skills, and abilities of its diverse staff.

ACCOMPLISHMENTS FY 2022

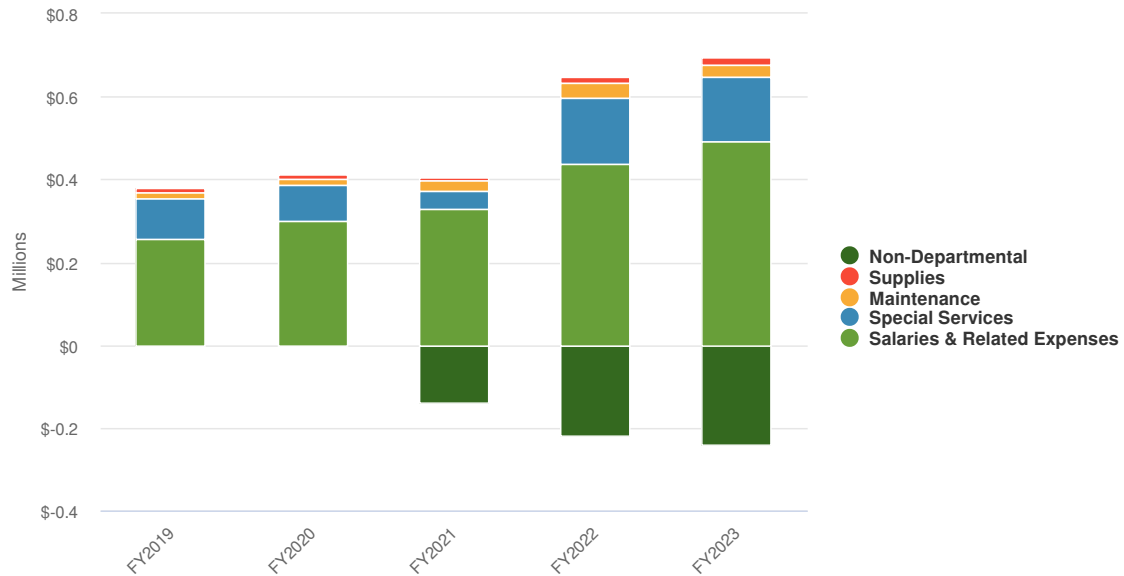
- Initiated rewrite of Human Resources handbook.
- Successfully coordinated and completed Employee Recognition Event.
- Successfully completed Open Enrollment meetings and Wellness Fair.
- Initiated on-site Nutrition program with Regional Center for Border Health.
- Initiated SHRM-CP Certification for three employees.
- Began the process of transitioning to Neogov's Perform platform, in order to automate employee performance evaluations.

OBJECTIVES FY 2023

- Conduct a salary study. Research new positions, classification, job descriptions, pay grades, and compensation.
- Build employee health awareness by providing 60 gym memberships, wellness workshops, and challenges.
- Review and update the personnel rules and regulations policy.
- Raise awareness of the personnel rules and regulations.
- Provide in-house trainings i.e. policies, health, financial awareness (retirement).
- Implement a succession plan for City departments.
- Achieve uniformity of performance evaluations.
- Coordinate with Risk Management to improve safety and provide trainings to improve safety & hazard awareness.
- Implement new employee onboarding process – streamline application and hiring process.
- Develop quarterly HR newsletter.
- Improve manager and supervisor effectiveness.
- Improve staff effectiveness.
- Improve workplace relations.
- Build more effective work teams.
- Improve organizational problem-solving.
- Improve service to internal and external customers.
- Increase awareness of equal employment opportunity laws.
- Increase understanding of how diverse perspectives can improve overall performance.

EXPENDITURES BY EXPENSE TYPE

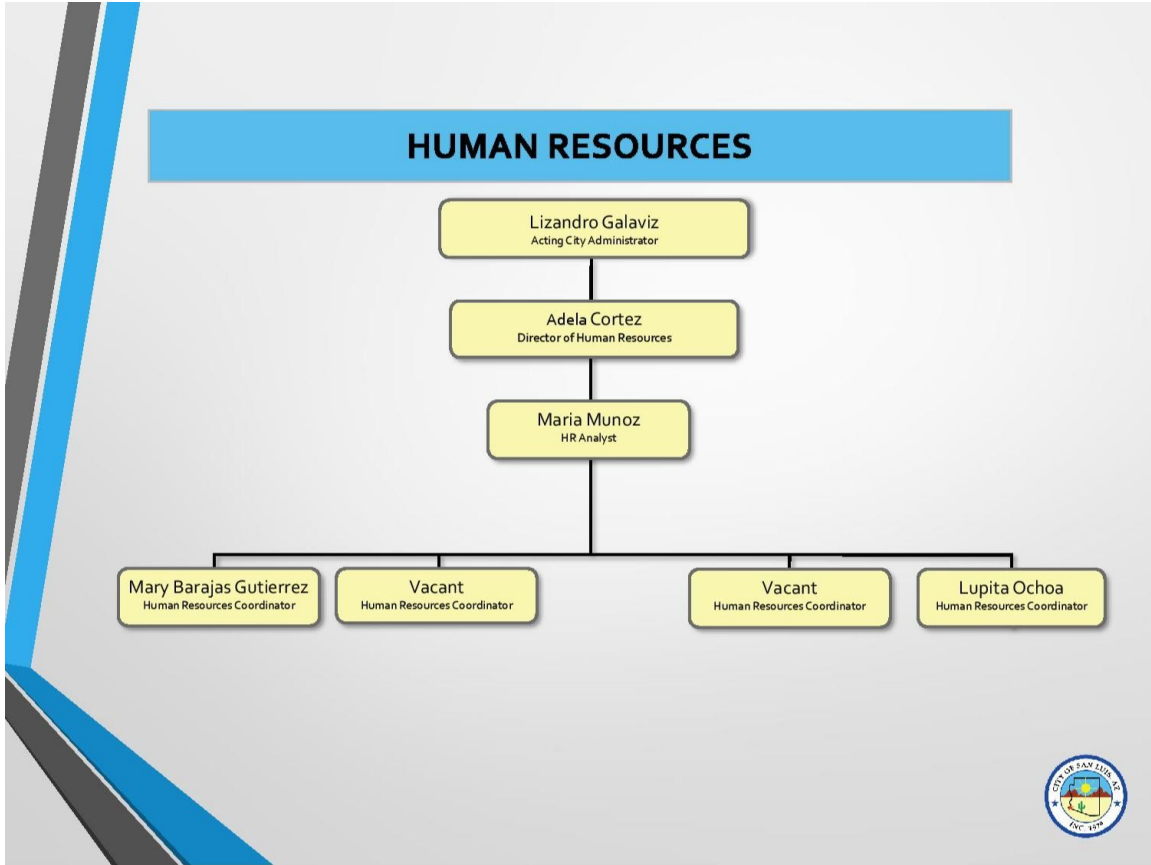
Budgeted and Historical Expenditures by Expense Type



The following table presents Human Resources Department expenditures for the past 3 years. It is important to note that FY 2018, FY 2019, and FY 2020 did not include allocation to other funds. We started allocating the costs of the Human Resources Department to other funds in FY 2021.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$301,287	\$330,155	\$437,050	\$492,460	12.7%	\$55,410
Supplies	\$8,367	\$7,520	\$15,040	\$15,840	5.3%	\$800
Maintenance	\$16,965	\$26,489	\$35,250	\$32,250	-8.5%	-\$3,000
Special Services	\$83,820	\$40,758	\$159,650	\$153,800	-3.7%	-\$5,850
Non-Departmental	\$0	-\$138,127	-\$217,792	-\$241,080	10.7%	-\$23,288
Total Expense Objects:	\$410,439	\$266,797	\$429,198	\$453,270	5.6%	\$24,072

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	5	5	6	7	1
% of city's FTEs				2.13%	

Authorized Personnel/Positions:	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Title					
HR Technician	1	1	0	1	1
Recruitment Coordinator	1	1	0	0	0
Director of Human Resources	1	1	1	1	0
HR Benefits Coordinator	1	1	0	0	0
Training & Program Coordinator	1	1	0	0	0
Senior HR Analyst	0	0	0	0	0
HR Analyst	0	0	1	1	0
Human Resources Coordinator	0	0	4	4	0
Total	5	5	6	7	1

DEVELOPMENT SERVICES

As part of the Planning and Zoning Department, the Development Services Division oversees the implementation of the San Luis General Plan 2040 and any amendments thereto, administration of both the subdivision and zoning regulations, including the processing of a variety of development requests. Additionally, the Division manages all geospatial data and geographic information system (GIS) duties for the City and works together with the Building Safety Division on zoning code enforcement issues.



ACCOMPLISHMENTS FY 2022

- Actively administered the subdivision and zoning regulations as adopted.
- Consistently reviewed files for compliance with records retention requirements.
- Provided staff support to the Planning and Zoning Commission, Board of Adjustment, Board of Appeals, and City Council.
- Drafted the new City of San Luis mural policy.
- Drafted the pre-development packet to improve development procedures.
- Hosted the first GIS Day event and created an augmented reality sandbox.
- Actively updated the addresses for the 911 emergency system.
- Hosted two food vendor workshops.
- Amended Major General Plan which changed 630 acres from industrial to residential use (approximately 2835 potential new residential lots).
- Finalized draft for the Parks and Bicycle Master Plan.
- Participated in the countywide Hazard Mitigation Plan Update.
- Updated political signs guidelines for 2022 elections.

- Successfully started the implementation of the Bicycle Lanes Retrofit Program adding bicycle lanes to 6th Avenue.
- Extensively verified Census 2020 housing unit numbers.

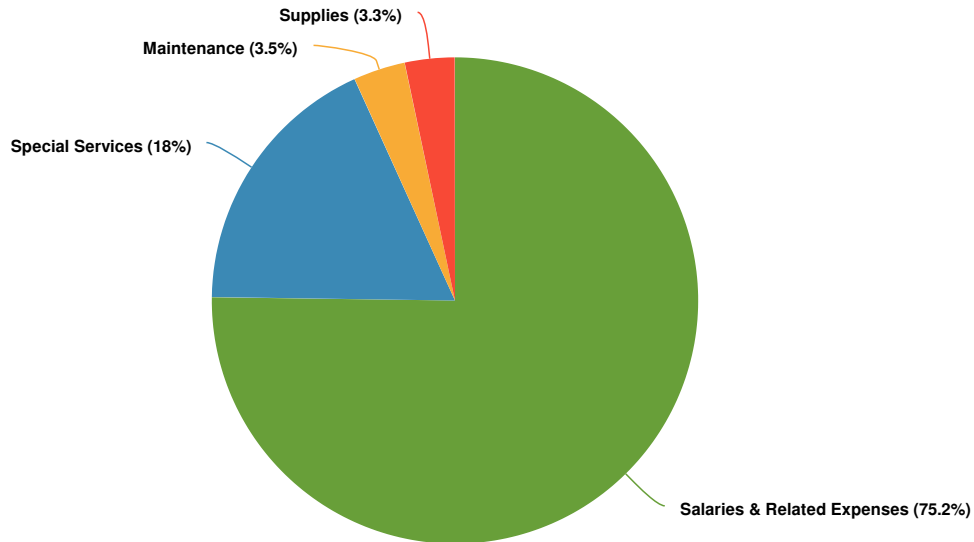
OBJECTIVES FY 2023

- Adoption of Parks and Bicycle Master Plan.
- Continue with the downtown mixed-use rezoning project.
- Continue to review both the subdivision and zoning regulations for needed improvements to foster community growth.
- Continue with the implementation of the bicycle lanes retrofit program.
- Continue to actively administer the San Luis 2040 General Plan.
- Continue with the effort to implement a paperless plan review.
- Continue to actively update all city addressing data including new development and 911 emergency system.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Development Services Division. Salaries and employee related expenses represent the most significant expense type; they comprise 75.2% of the total budgeted amount. The next major expenditure type is special services with an 18% allocation, followed by maintenance with 3.5%, and supplies with 3.3%.

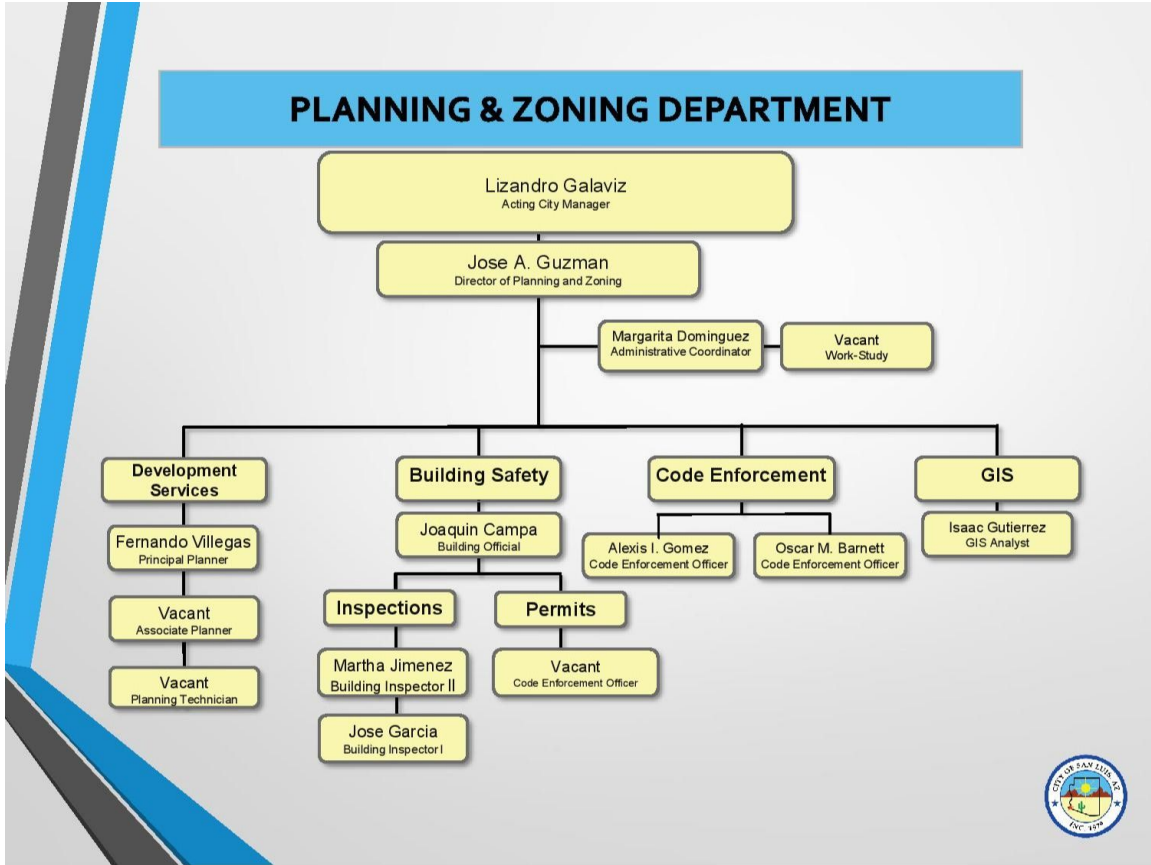
Budgeted Expenditures by Expense Type



The following table presents the Development Services Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$226,676	\$276,483	\$402,930	\$421,550	4.6%	\$18,620
Supplies	\$11,638	\$12,320	\$34,265	\$18,540	-45.9%	-\$15,725
Maintenance	\$9,893	\$19,120	\$19,500	\$19,400	-0.5%	-\$100
Special Services	\$73,375	\$28,125	\$79,600	\$100,810	26.6%	\$21,210
Total Expense Objects:	\$321,581	\$336,048	\$536,295	\$560,300	4.5%	\$24,005

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	4.1	5.1	5.5	5.5	0
% of city's FTEs				1.66%	
Authorized Personnel/Positions:			Current	Proposed	Changes
Title	2019-2020	2020-2021	2021-2022	2022-2023	2022-2023
Director of Planning & Zoning	0.5	0.5	0.5	0.5	0
GIS Specialist	1	1	0	0	0
GIS Analyst	0	0	1	1	0
Code Enforcement Office	0.5	0.5	0.5	0.5	0
Planning Technician	1	1	1	1	0
Administrative Coordinator	0.1	0.1	0.5	0.5	0
Associate Planner	1	1	1	1	0
Principal Planner	0	1	1	1	0
Total	4.1	5.1	5.5	5.5	0

BUILDING SAFETY

The purpose of the Building Safety Division is to ensure the built environment protects the public's health, safety, and general welfare. Building Safety does this by issuing proper permits for approved construction, ensuring construction plans comply with codes, and by inspecting construction for compliance with the applicable state and local construction codes.



Additionally, the Division works to ensure compliance with various city codes to preserve and promote the health, safety, and welfare of San Luis residents and visitors alike, as well as enhance the quality of life in the community.

ACCOMPLISHMENTS FY 2022

- Actively administered the international building codes as adopted.
- Processed permits for a substantial increase in commercial buildings.
- Processed permits for new business projects such as Clean Freak Car Wash, AEA Bank, Starbucks, etc.
- Extensively verified Census 2020 housing unit numbers.
- Completed 4,468 inspections with a projection of having between 6000-6500 by the end of the fiscal year.
- Issued 441 building permits, including 115 residential New and 5 Commercial New.
- Issued a total of 208 Certificates of Occupancy, including 207 Residential New and 1 Commercial New.
- Collected \$1.5M in revenues from building permits, including \$98K for plan review fees.
- Consistently reviewed files for compliance with records retention requirements.
- Provided staff support to the Planning and Zoning Commission, Board of Adjustment, Board of Appeals, and City Council.
- Issued an average of 300 new residential permits per year for the last five years.

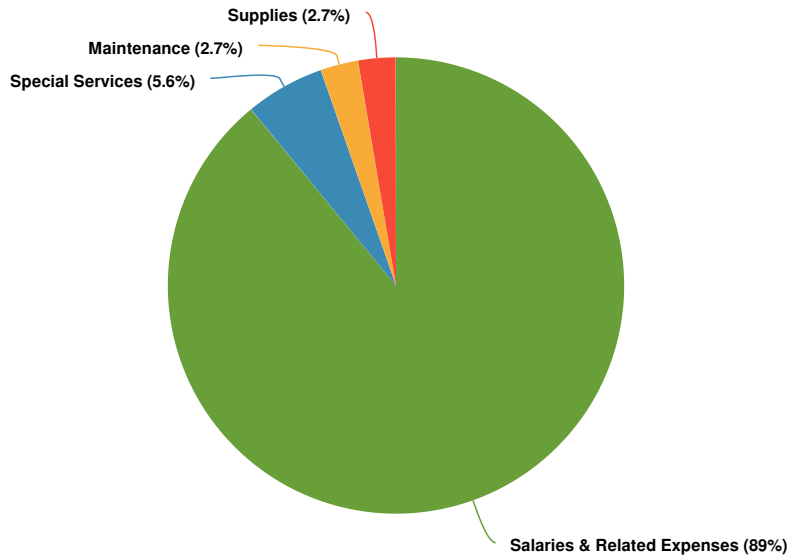
OBJECTIVES FY 2023

- Improve timely response to code enforcement complaints and provide adequate follow-up to ensure complaints are resolved
- Respond to complaints from both internal and external sources with available resources.
- Continue to participate with other communities in the review and adoption of updated international commercial and residential codes to have consistency throughout Yuma County.
- Continue to complete plan review and inspections as per the timeframes set by the Arizona Revised Statutes.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for Building Safety. Salaries and employee related expenses represent the most significant expense type; they comprise 89% of the total budgeted amount. The next major expenditure type is special services with a 5.6% allocation, followed by maintenance with 2.7%, and supplies with 2.7%.

Budgeted Expenditures by Expense Type



The following table presents Building Safety expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$317,393	\$335,300	\$484,550	\$516,550	6.6%	\$32,000
Supplies	\$8,502	\$10,070	\$16,950	\$15,480	-8.7%	-\$1,470
Maintenance	\$7,696	\$7,479	\$13,350	\$15,500	16.1%	\$2,150
Special Services	\$14,331	\$8,144	\$30,800	\$32,546	5.7%	\$1,746
Total Expense Objects:	\$347,922	\$360,994	\$545,650	\$580,076	6.3%	\$34,426

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	4.5	4.5	6.5	6.5	0
% of city's FTEs				1.96%	

Authorized Personnel/Positions:

Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Director of Planning & Zoning	0.5	0.5	0.5	0.5	0
Administrative Coordinator	0.1	0.1	0.5	0.5	0
Building Official	1	1	1	1	0
Code Enforcement Office	0.5	0.5	2.5	2.5	0
Bulding Permit Technician	1	1	1	1	0
Building Inspector	1	0	0	0	0
Building Inspector I	1	1	1	1	0
Building Inspector II		1	1	1	0
Total	<u>4.5</u>	<u>4.5</u>	<u>6.5</u>	<u>6.5</u>	<u>0</u>



ECONOMIC DEVELOPMENT

The Economic Development Department nurtures and enhances the economic vibrancy of the community with a competitive economy that increases prosperity for residents and businesses by promoting sustainable and economic growth through its economic development programs, partnerships and innovative opportunities to create quality jobs and enhance city revenues.



ACCOMPLISHMENTS FY 2022

- Received two grants totaling \$1,126,215 for Mesa Street project and road project for Magrino Industrial Park.
- Recruited Starbucks, Wendy's, Burger King, AEA Federal Credit Union, Clean Freak Car Wash and new Subway location for San Luis.
- Supported two major industrial businesses providing a combined investment of \$10.5 million, constructing 109,000 sq. ft. of industrial area and creating over 70 jobs.
- Initiated process of development four critical plans for the City to include downtown redevelopment plan, circulation study, origin and destination study, and downtown parking study.
- Acquired 16 acres of Arizona State Land Department Right of Way (ROW). Initiated the process of acquiring 4 acres of private ROW and 44 acres of federal ROW for Cesar Chavez Boulevard project.
- Submitted two RAISE grants for the Cesar Chavez Boulevard expansion project and supported two bills at the State Legislature for funding.
- Supported the City with participation in the HOME consortium providing \$4.6 million toward creating and preserving affordable housing in Yuma County.

- Nominated to serve on the Border Community Capital Board to bring new market tax credit funding for projects in San Luis. Also nominated to the Arizona State Town Hall Board of Directors representing Yuma County and nominated to serve on the Yuma International Airport Board.
- Represented the City of San Luis in the Southwest Future Forum, Yuma Education Advocacy Council, San Luis Facility Corporation, San Luis Industrial Park Association, NAU Advisory Board and Yuma Regional Broadband Board.

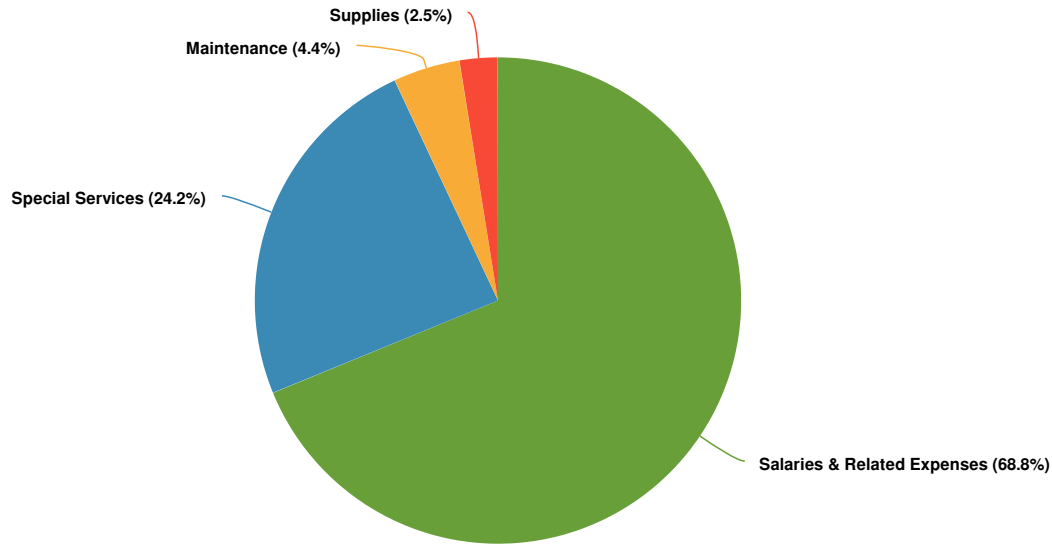
OBJECTIVES FY 2023

- Submit grant applications for funding to complete Cesar Chavez Boulevard and Rancho Los Oros Phase II.
- Complete right of way acquisition for Cesar Chavez Boulevard and complete 100% design.
- Complete Mesa Street project and four plans for the downtown area.
- Complete design of San Luis storm drainage, parking, and park in the downtown area for funding consideration.
- Create a small business grant program and distribute funding to affected businesses from COVID-19.
- Coordinate with Yuma County on regional broadband design and construction projects.
- Work with federal, state and local agencies in the development of the modernization of San Luis Port of Entry
- Continue to recruit key industries for industrial areas and key commercial businesses such as hotels, restaurants and other similar amenities
- Assess and identify priority development areas that could serve public infrastructure through public-private partnership and look for grant funding sources.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Economic Development Department. Salaries and employee related expenses represent the most significant expense type; they comprise 68.8% of the total budgeted amount. The next major expenditure type is special services with a 24.2% allocation, followed by maintenance with 4.4%, and supplies with 2.5%.

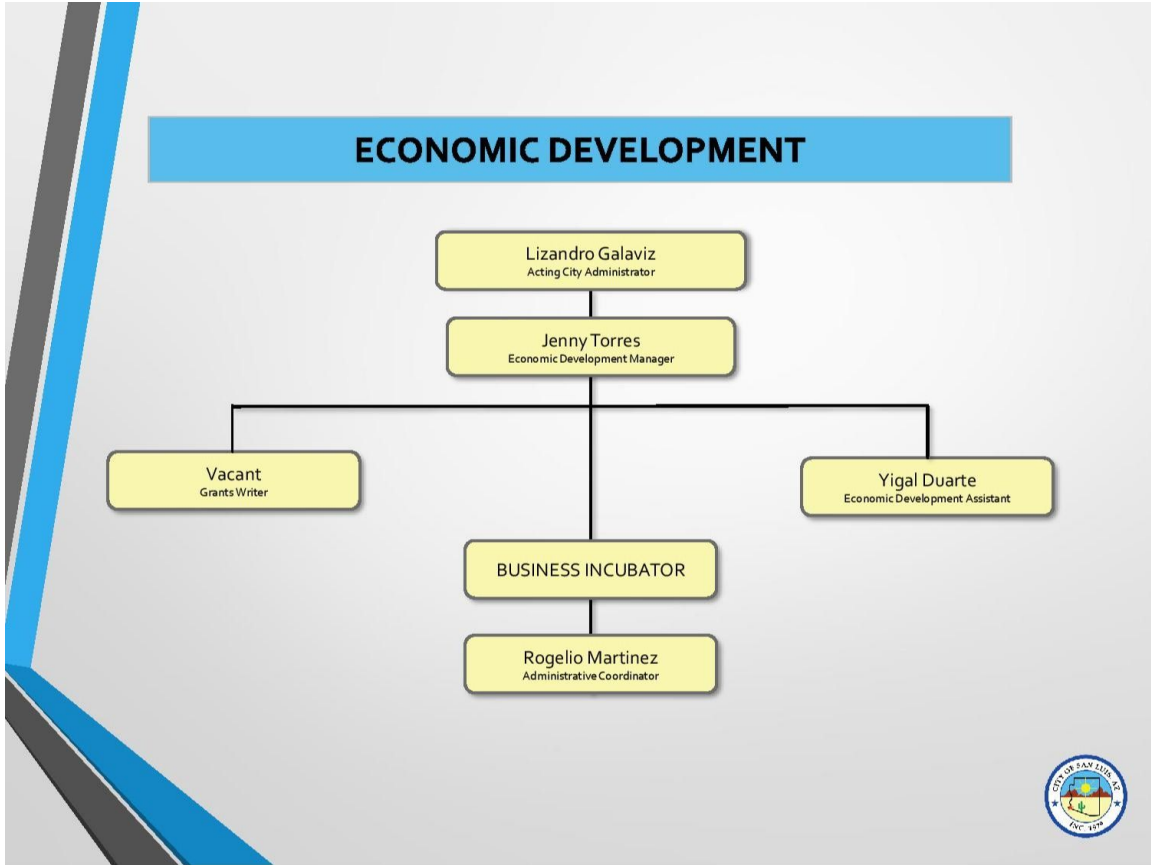
Budgeted Expenditures by Expense Type



The following table presents Economic Development expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$217,168	\$240,613	\$289,080	\$372,880	29%	\$83,800
Supplies	\$8,194	\$9,187	\$15,588	\$13,727	-11.9%	-\$1,861
Maintenance	\$4,970	\$8,609	\$13,250	\$24,100	81.9%	\$10,850
Special Services	\$48,401	\$49,775	\$91,690	\$131,167	43.1%	\$39,477
Total Expense Objects:	\$278,733	\$308,184	\$409,608	\$541,874	32.3%	\$132,266

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	4	4	3.4	4.8	1.4
% of city's FTEs				1.45%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Economic Development Assistant	1	1	1	1	0
Economic Development Manager	1	1	1	1	0
Grants Writer	1	1	1	1	0
Graphics and Media Specialist	0	0	0	1	1
Administrative Coordinator	0	0	0.4	0.8	0.4
Office Assistant	1	1	0	0	0
Total	4	4	3.4	4.8	1.4

BUSINESS INCUBATOR

Administered by the Economic Development Department, the Business Incubator program is a five-year business support program that nurtures and enhances both start-up and expanding businesses through collaboration with a broad network of agencies and resources that offer both assistance and mentorship on matters related to business development. The Business Incubator facility is currently able to lease seven suites that range from 1,400 square feet to 4,200 square feet to both start-up and expanding businesses focused in light industrial activities.



ACCOMPLISHMENTS FY 2022

- Signed a lease agreement with HAK Construction LLC in September 2021.
- Signed a lease agreement with ERC Trade LP in August 2021.
- Signed a lease agreement with AZMED-USA LLC in April 2021.
- Signed a lease agreement with Protecnicos LLC in April 2021.
- Leased six (6) out of the seven (7) suites at Business Incubator facility.
- Provided business financial workshop with PPEP Microbusiness and Housing Development Corporation (PMHDC) on access to business loans.
- Provided Arizona@Work workshop for information on their internship and on-the-job training programs for hiring employees.
- Provided a second PMHDC workshop for information on accessing business loans.
- Provided promotion and direct assistance to local businesses during the pandemic through COVID-19 relief options: Paycheck Protection Program, Economic Injury Disaster Loan (EIDL), Targeted EIDL Advance, Supplemental Targeted Advance, Shuttered Venue Operators Grant, Small Business Administration (SBA) Debt Relief, Restaurant Revitalization Fund (RRF), UPS and US Hispanic Chamber of Commerce Grant.

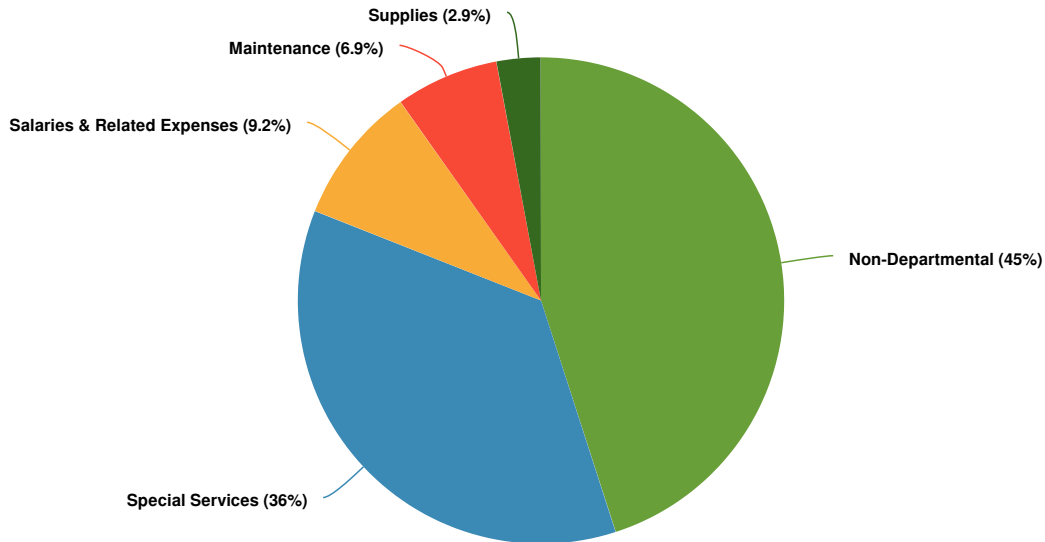
OBJECTIVES FY 2023

- Continue to outreach and increase awareness of the program throughout the community through word of mouth, social media, events, and collaborations with a wide network of agencies.
- Lease all seven (7) suites and make the program self-sustainable.
- Propose development of Business Incubator Phase II.
- Outreach for funding resources for small business owners.
- Increase the number of events and presentations that nurture and enhance business development in our community.
- Promote current staff member from Office Assistant to Administrative Coordinator.
- Continue collaborations with agencies on the same field; develop annual calendar of events which will increase awareness of the program and our collaborators in order to make information accessible to anyone seeking aid on starting a business or expanding a current business venture.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Business Incubator. Non-departmental expenses represent the most significant expense type; they comprise 45% of the total budgeted amount. The next major expenditure type is special services with a 36% allocation, followed by salaries and employee related expenses with 9.2%, maintenance with 6.9% and supplies with 2.9%.

Budgeted Expenditures by Expense Type



The following table presents Business Incubator expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$41,028	\$40,373	\$35,530	\$11,935	-66.4%	-\$23,595
Supplies	\$5,828	\$3,911	\$6,473	\$3,800	-41.3%	-\$2,673
Maintenance	\$53,375	\$56,312	\$16,200	\$8,900	-45.1%	-\$7,300
Special Services	\$49,702	\$50,165	\$60,180	\$46,680	-22.4%	-\$13,500
Other Financing Sources - Uses	\$27	\$0	\$0	\$0	0%	\$0
Non-Departmental	\$35,603	\$39,214	\$50,564	\$58,420	15.5%	\$7,856
Total Expense Objects:	\$185,563	\$189,975	\$168,947	\$129,735	-23.2%	-\$39,212

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	1	1	0.6	0.2	-0.4
% of city's FTEs				0.06%	

Authorized Personnel/Positions:

Title	<u>2019-2020</u>	<u>2020-2021</u>	<u>Current 2021-2022</u>	<u>Proposed 2022-2023</u>	<u>Changes 2022-2023</u>
Office Assistant	1	1	0	0	0
Administrative Coordinator	0	0	0.6	0.2	-0.4
Total	<u>1</u>	<u>1</u>	<u>0.6</u>	<u>0.2</u>	<u>-0.4</u>

PARKS AND REC. ADMINISTRATION

The San Luis City of Parks and Recreation is the largest department of the City, consisting of 49 employees who take pride in serving our local community. The San Luis Cultural Center, Parks, Recreation, Youth Center, Municipal Pool, Facilities and Senior Center fall under the umbrella of the San Luis Parks and Recreation Department.



ACCOMPLISHMENTS FY 2022

Parks and Recreation celebrated the Fourth of July Freedom Celebration with over 10,000 people. We are the best fireworks in South County and the best event for the entire Yuma County Region. This year, we had two fireworks locations: Joe Orduño Park and Avenue F neighborhood. We had live performances by Checker'd Past, Mono Ser, the 80's and 90's Rock Tribute Band, and La Chilanga Banda, a tribute to Café Tacuba from Los Angeles, California.

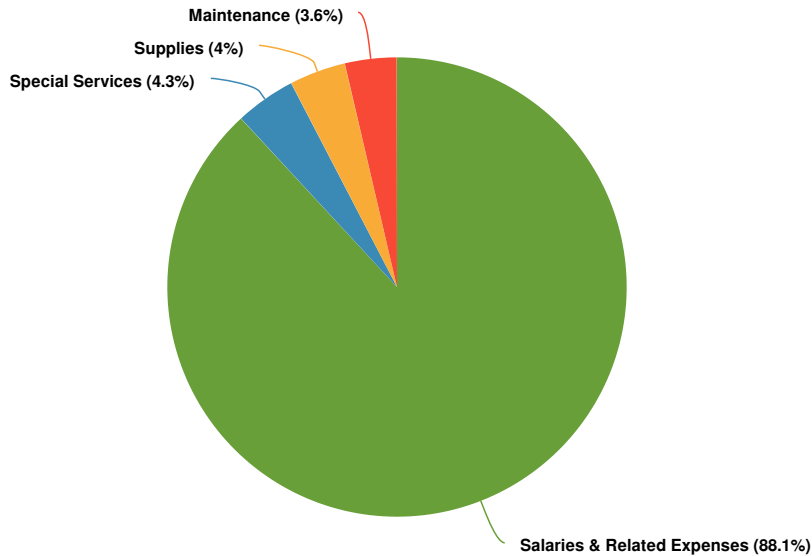
OBJECTIVES FY 2023

Continue providing opportunities for the physical, social and cultural enhancement of the community through the offering of programs and facilities which foster the development of positive values and self-esteem.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Parks and Recreation Administration. Salaries and employee related expenses represent the most significant expense type; they comprise 88.1% of the total budgeted amount. The next major expenditure type is special services with a 4.3% allocation, followed by supplies with 4%, and maintenance with 3.6%.

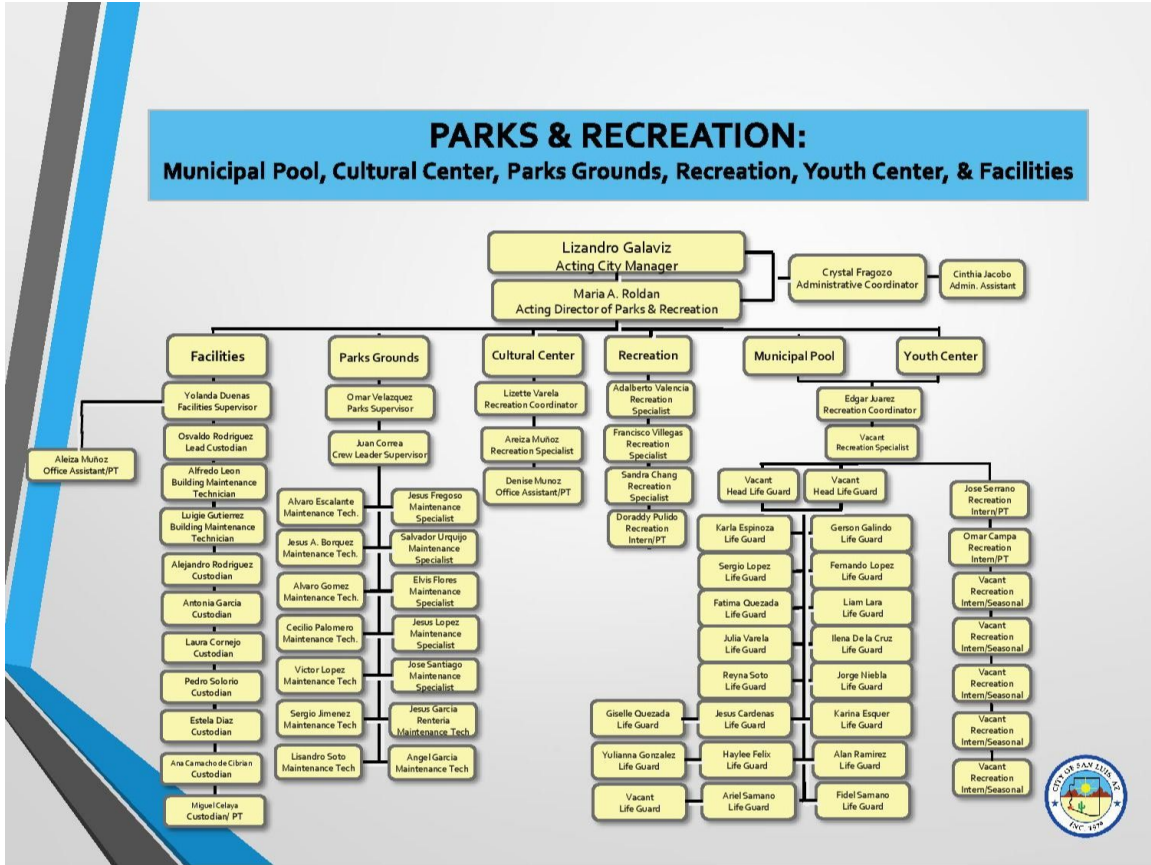
Budgeted Expenditures by Expense Type



The following table presents the Parks and Recreation Administration's expenditures for the past year. It is important to note that the department wasn't created until FY 2022.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$0	\$0	\$310,490	\$343,140	10.5%	\$32,650
Supplies	\$0	\$0	\$12,360	\$15,450	25%	\$3,090
Maintenance	\$0	\$0	\$11,600	\$14,200	22.4%	\$2,600
Special Services	\$0	\$0	\$17,340	\$16,637	-4.1%	-\$703
Total Expense Objects:	\$0	\$0	\$351,790	\$389,427	10.7%	\$37,637

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	0	0	4	4	0
% of city's FTEs				1.21%	
Authorized Personnel/Positions:			Current	Proposed	Changes
Title	2019-2020	2020-2021	2021-2022	2022-2023	2022-2023
Administrative Coordinator	0	0	1	1	0
Administrative Assistant	0	0	1	1	0
Assistant Director of Park & Rec Director	0	0	1	1	0
Director of Parks & Rec	0	0	1	1	0
Total	0	0	4	4	0

PARKS

Our Parks Division takes care of the parks and landscape throughout the city. They strive to maintain clean and beautiful parks throughout the year. The parks staff is also in charge of setting up and maintaining park tables, sheds, trash cans, and bleachers.



ACCOMPLISHMENTS FY 2022

This year, some of the Parks Division projects were:

- East Community Park Phase 1.
- Expansion of Senior Center.
- Remodeling of the Cultural Center landscape.
- Cesar Chavez Pathway.
- Tree Planting Project (Earth Day).
- Remodeling of the tennis court.
- Installation of new public restrooms at 9B Park.
- Installation of a fiber optic underground line for internet improvement.

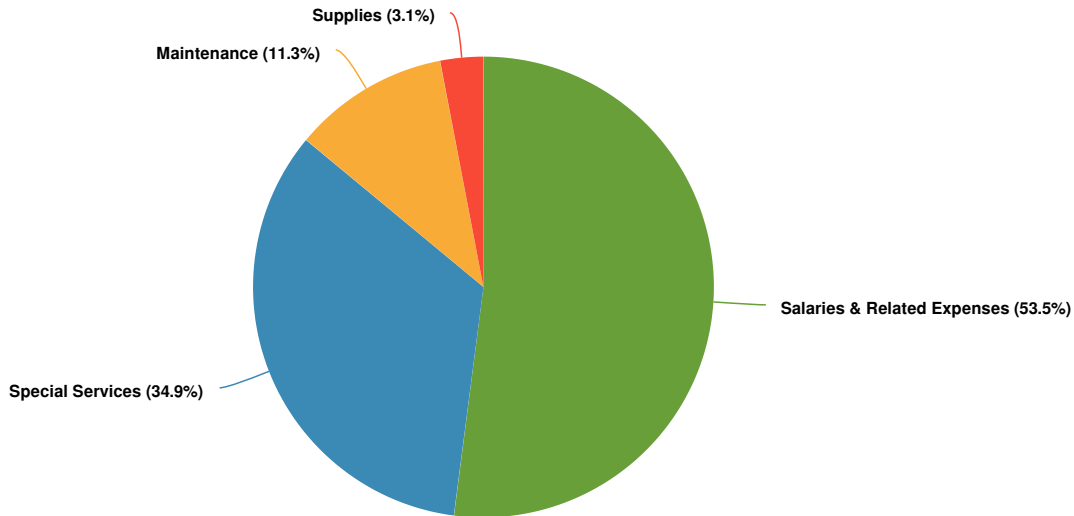
OBJECTIVES FY 2023

- Continue developing a strategic plan to maintain existing areas and prepare for future development.
- Continuation of the community park.
- Veteran's Park.
- Continue to maintain and improve the city's parks, playgrounds, green spaces, and outdoor gym.
- Provide additional exercise equipment.
- Add more illumination to sports fields and parks.
- Professional development.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Parks Division. Salaries and employee related expenses represent the most significant expense type; they comprise 53.5% of the total budgeted amount. The next major expenditure type is special services with a 34.9% allocation, followed by maintenance with 11.3%, and supplies with 3.1%.

Budgeted Expenditures by Expense Type



The following table presents the Parks Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$737,168	\$753,885	\$880,560	\$899,390	2.1%	\$18,830
Supplies	\$39,505	\$37,868	\$48,700	\$52,000	6.8%	\$3,300
Maintenance	\$126,281	\$144,321	\$162,200	\$189,600	16.9%	\$27,400
Special Services	\$497,027	\$555,283	\$530,800	\$586,530	10.5%	\$55,730
Non-Departmental	-\$123,346	-\$111,640	-\$45,640	-\$45,640	0%	\$0
Total Expense Objects:	\$1,276,635	\$1,379,717	\$1,576,620	\$1,681,880	6.7%	\$105,260

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	13.6	13.6	16	17	1
% of city's FTEs				5.13%	

Authorized Personnel/Positions:

Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Maintenance Tech	6	6	9	10	1
Maintenance Specialist	5	5	5	5	0
Parks Supervisor	1	1	1	1	0
Assistant Director of Park & Rec Director	0.3	0.3	0	0	0
Crew Leader Supervisor	1	1	1	1	0
Director of Parks & Rec	0.3	0.3	0	0	0
Total	<u>13.6</u>	<u>13.6</u>	<u>16</u>	<u>17</u>	<u>1</u>

RECREATION

Our Recreation Division provides our city with fun activities and events, everything from aerobics classes, modeling classes and hip-hop classes for children to movie nights and park events like Founder's Day and 4th of July celebrations. San Luis residents may choose from a wide variety of sports, leagues, tournaments and clinics offered throughout the year for both children and adults of all ages.



Among the many leagues the Recreation Division offers are adult baseball, adult flag football, co-ed kickball, co-ed volleyball, girls' softball, men's basketball, men's softball, men's volleyball, women's softball, women's volleyball, youth baseball, youth basketball, youth dodgeball, and youth flag football.

ACCOMPLISHMENTS FY 2022

- Acquired software that will help our department manage our recreation system that is comprehensive, efficient, and modern. This software will offer facility reservations, point of sales, citizens dashboard management, activity registration, membership management, league management, volunteer management, and many more features.

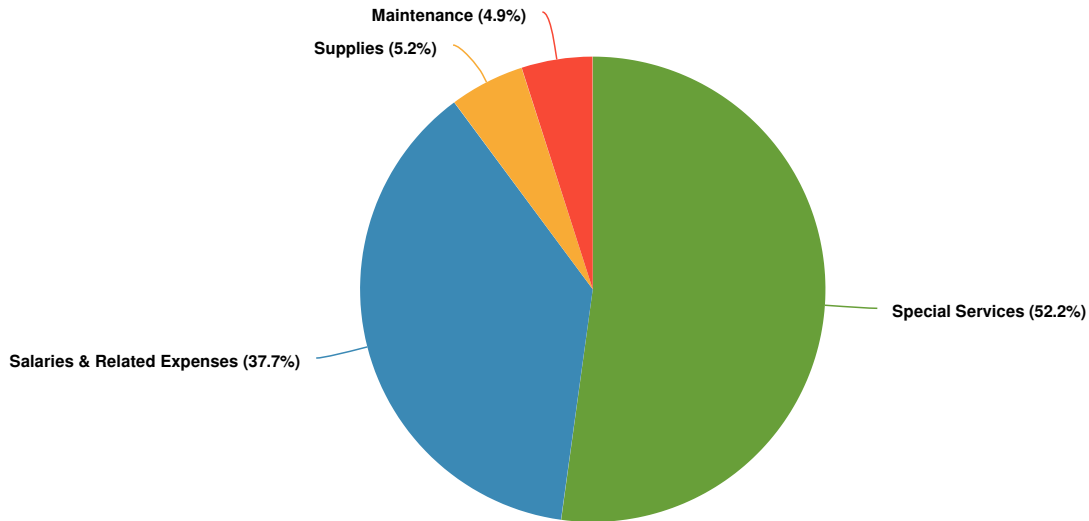
OBJECTIVES

- Increase participation in programs and recreation opportunities, and develop a system to measure participation and satisfaction.
- Have all staff certified in youth sport administration.
- Develop programs, tournaments, and leagues for families, children, ladies, men, seniors, and more.
- Teach, learn, and develop skills, abilities, and talents for residents of all ages.
- Provide walking, biking, running, and other activities with trails, paths, and bikeways.
- Make Joe Orduño Park a major city visitor destination.
- Use capital to renew aging infrastructure and have all of our assets in inventory.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Recreation Division. Special services represent the most significant expense type; they comprise 52.2% of the total budgeted amount. The next major expenditure type is salaries and employee related expenses with a 37.7% allocation, followed by supplies with 5.2%, and maintenance with 4.9%.

Budgeted Expenditures by Expense Type



The following table presents the Recreation Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$172,553	\$184,576	\$160,490	\$193,710	20.7%	\$33,220
Supplies	\$40,251	\$37,133	\$52,257	\$26,785	-48.7%	-\$25,472
Maintenance	\$14,830	\$19,356	\$31,440	\$25,400	-19.2%	-\$6,040
Special Services	\$172,433	\$94,655	\$197,013	\$268,350	36.2%	\$71,337
Total Expense Objects:	\$400,067	\$335,721	\$441,200	\$514,245	16.6%	\$73,045

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	2.4	2.7	1.8	2	0.3
% of city's FTEs				0.60%	

Authorized Personnel/Positions:

Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Recreation Specialist	1.3	1.3	1.3	1.3	0
Assistant Director Park & Rec	0.2	0.2	0	0	0
Recreation Coordinator	0.5	0.5	0.5	0.5	0
Office Assistant	0.0	0.0	0.0	0.3	0.3
Administrative Assistant	0.3	0.3	0	0	0
Administrative Coordinator	0	0.3	0	0	0
Director of Parks & Rec	0.2	0.2	0	0	0
Total	<u>2.4</u>	<u>2.7</u>	<u>1.8</u>	<u>2.0</u>	<u>0.3</u>

CULTURAL CENTER

The Cesar Chavez Cultural Center is a facility in which we offer a variety of classes in Art, Music and Dance. We want to be able to promote our culture and art to our community, so they can engage in different types of classes, encouraging and motivating them to be active, learn new talents and take advantage of what our city has to offer them.



The classes we offer are available to all ages, in hopes of them being active, developing better self-esteem, learning new things or perfect their current talent.

We believe artistic and cultural activities are an essential component of healthy and active communities. Our vision is to give our community to unleash their hidden talents, whether it's through dance, music or art. We want our community to strive and pursue new cultural opportunities to enhance their quality of life. We want to be the stepping stone for our future generation of artists, dancers, musicians, leaders and consumers of art.

ACCOMPLISHMENTS FY 2022

- After not having an upgrade since 2006, the Cultural Center acquired a new surround system, projector, and curtains.

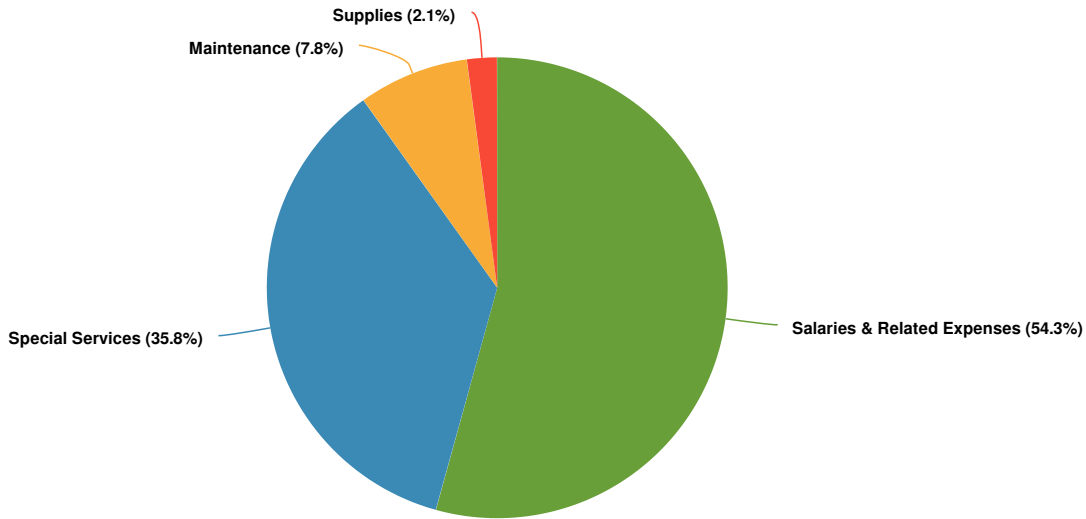
OBJECTIVES FY 2023

- Continue supporting local and county partnerships to utilize facilities for exhibits and performances for the community, including SLRC, Film Festival, Comic Con, Arte en la Calle, and more.
- We would like to see an expansion of our Cultural Center building's garden area, as more space is needed to offer more classes and programs to our community.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Cultural Center. Salaries and employee related expenses represent the most significant expense type; they comprise 54.3% of the total budgeted amount. The next major expenditure type is special services with a 35.8% allocation, followed by maintenance with 7.8%, and supplies with 2.1%.

Budgeted Expenditures by Expense Type



The following table presents Cultural Center expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$157,170	\$153,132	\$125,250	\$136,560	9%	\$11,310
Supplies	\$8,371	\$17,892	\$10,819	\$5,300	-51%	-\$5,519
Maintenance	\$9,371	\$12,007	\$13,234	\$19,500	47.3%	\$6,266
Special Services	\$73,958	\$63,155	\$82,467	\$90,150	9.3%	\$7,683
Total Expense Objects:	\$248,869	\$246,186	\$231,770	\$251,510	8.5%	\$19,740

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	2.3	2.6	1.8	2.0	0.3
% of city's FTEs				0.60%	

Authorized Personnel/Positions:

Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Recreation Specialist	1.3	1.3	1.3	1.3	0
Assistant Director Park & Rec	0.2	0.2	0	0	0
Recreation Coordinator	0.5	0.5	0.5	0.5	0
Office Assistant	0	0	0	0.3	0.3
Administrative Assistant	0.3	0.3	0	0	0
Administrative Coordinator	0	0.3	0	0	0
Director of Parks & Rec	0.2	0.2	0	0	0
Total	<u>2.3</u>	<u>2.6</u>	<u>1.8</u>	<u>2.0</u>	<u>0.3</u>

YOUTH CENTER

The San Luis Youth Center (SLYC) is a state-of-the-art sports, recreational, and educational center where youth ages 7 to 21 can thrive in a dynamic and positive environment. The SLYC staff and volunteers work hard every day to support our young students and athletes.



Our goal is to provide every child with the essential tools needed for a successful and bright future. We provide confidence for the young by developing a sense of usefulness and belonging to one child at a time. Every day, the SLYC strives to improve each child's life by implementing self-esteem, courage, and positive values through athletics, cultural and educational programs.

We are proud to manage several sports and an academic excellence center, including boxing, a youth fitness program, arts and crafts, mommy and me program, summer camp, open gym, homework lab, and game center.

ACCOMPLISHMENTS FY 2022

- Approximately 1500-2000 members attended our Youth Center this year.
- Remodeled the inside of the building with new paint, giving the Youth Center a new fresh look.
- Added new amenities to make the building look more fun and appealing, such as a large bike rack shaped like a bicycle.

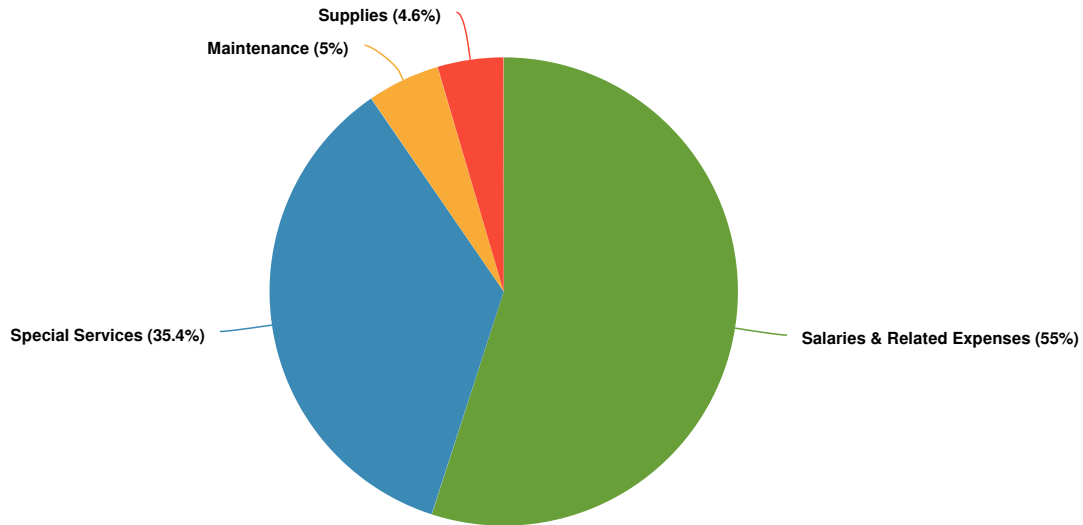
OBJECTIVES FY 2023

- Continue promoting youth activities that give students a safe and healthy environment to grow.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Youth Center. Salaries and employee related expenses represent the most significant expense type; they comprise 55% of the total budgeted amount. The next major expenditure type is special services with a 35.4% allocation, followed by maintenance with 5%, and supplies with 4.6%.

Budgeted Expenditures by Expense Type



The following table presents the Youth Center's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$170,569	\$176,938	\$154,260	\$146,600	-5%	-\$7,660
Supplies	\$5,998	\$13,731	\$14,642	\$12,150	-17%	-\$2,492
Maintenance	\$5,772	\$32,890	\$10,868	\$13,350	22.8%	\$2,482
Special Services	\$56,786	\$49,242	\$88,740	\$94,487	6.5%	\$5,747
Total Expense Objects:	\$239,124	\$272,801	\$268,510	\$266,587	-0.7%	-\$1,923

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	2.3	2.6	1.8	2.0	0.3
% of city's FTEs				0.60%	

Authorized Personnel/Positions:

Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Recreation Specialist	1.3	1.3	1.3	1.3	0
Assistant Director Park & Rec	0.2	0.2	0	0	0
Recreation Coordinator	0.5	0.5	0.5	0.5	0
Administrative Assistant	0.3	0.3	0	0	0
Office Assistant	0	0	0	0.3	0.3
Administrative Coordinator	0	0.3	0	0	0
Director of Parks & Rec	0.2	0.2	0	0	0
Total	<u>2.3</u>	<u>2.6</u>	<u>1.8</u>	<u>2.0</u>	<u>0.3</u>

MUNICIPAL POOL

The San Luis Aquatic Center offers open swim times, swimming lessons, and party reservations. Open swim times usually start at the end of June and end in late August. The San Luis Municipal Pool operating hours for open swim are Monday through Friday from 3:00-8:00 p.m. and Saturday from 11:00 a.m. to 3:00 p.m. The pool is closed all Sunday.



ACCOMPLISHMENTS FY 2022

- Continued with all Aquatic Center activities and made all of them work despite having very limited staff.
- Provided swimming lessons to approximately 500 children during the summer.
- Received pool party reservations for every weekend, excluding holidays, from June to September.

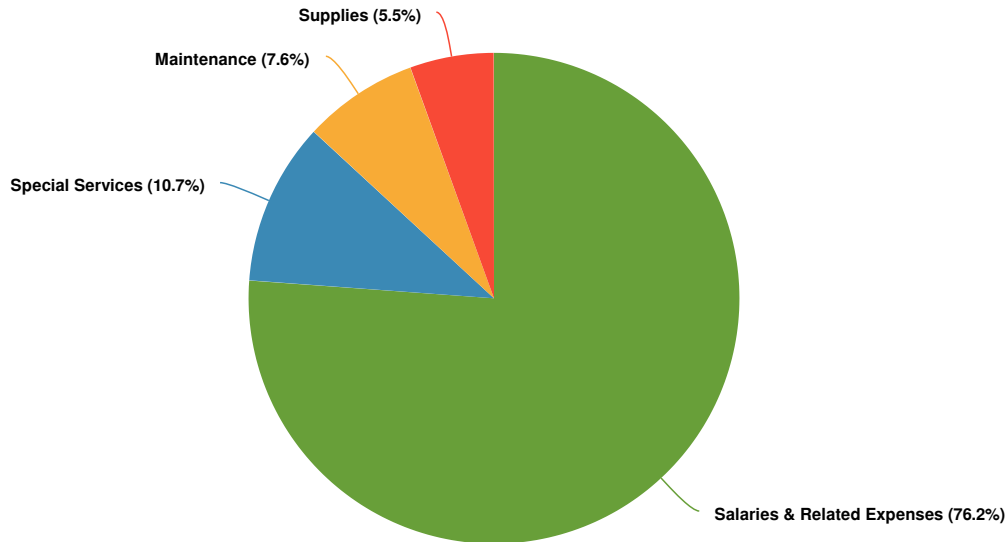
OBJECTIVES FY 2023

- Continue maintaining pool safety during general swimming hours.
- Continue providing a safe and fully functional public pool facility that San Luis residents can be proud of.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Municipal Pool. Salaries and employee related expenses represent the most significant expense type; they comprise 76.2% of the total budgeted amount. The next major expenditure type is special services with a 10.7% allocation, followed by maintenance with 7.6%, and supplies with 5.5%.

Budgeted Expenditures by Expense Type



The following table presents Municipal Pool expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$173,473	\$166,341	\$209,270	\$216,420	3.4%	\$7,150
Supplies	\$7,077	\$5,859	\$13,767	\$15,700	14%	\$1,933
Maintenance	\$14,488	\$8,874	\$19,947	\$21,600	8.3%	\$1,653
Special Services	\$19,084	\$18,185	\$19,886	\$30,440	53.1%	\$10,554
Total Expense Objects:	\$214,121	\$199,260	\$262,870	\$284,160	8.1%	\$21,290

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	2.2	2.5	1.8	2.0	0.3
% of city's FTEs				0.60%	

Authorized Personnel/Positions:

Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Recreation Specialist	1.3	1.3	1.3	1.3	0
Assistant Director Park & Rec	0.1	0.1	0	0	0
Office Assistant	0	0	0	0.3	0.3
Recreation Coordinator	0.5	0.5	0.5	0.5	0
Administrative Assistant	0.3	0.3	0	0	0
Administrative Coordinator	0	0.3	0	0	0
Director of Parks & Rec	0.1	0.1	0	0	0
Total	<u>2.2</u>	<u>2.5</u>	<u>1.8</u>	<u>2.0</u>	<u>0.3</u>

SENIOR SERVICES

The Senior Services Division provides transportation, daily activities, and educational courses for San Luis senior citizens. The San Luis Senior Center offers seniors a place to socialize, to exercise, to get support and/or information on senior resources, health screening, to name a few. Senior Center staff assist seniors with filling out all sorts of applications. Also, seniors may get blood pressure check-ups provided by the San Luis Fire Department.



The Senior Center's activities include daily games of bingo, domino and pool, arts and crafts, sewing classes, pilates, and more. The division also oversees the San Luis Senior Nutrition Program, in which seniors are offered a healthy meal daily.

ACCOMPLISHMENTS FY 2022

- Expanded the Senior Center by adding more space for activities, providing additional restrooms and a senior community garden, a first in the City of San Luis.
- Received an additional \$15,526 in funding from WACOG grant for the Senior Center Nutrition Program.
- Provided between 452 to 1,142 healthy meals to San Luis seniors each month.

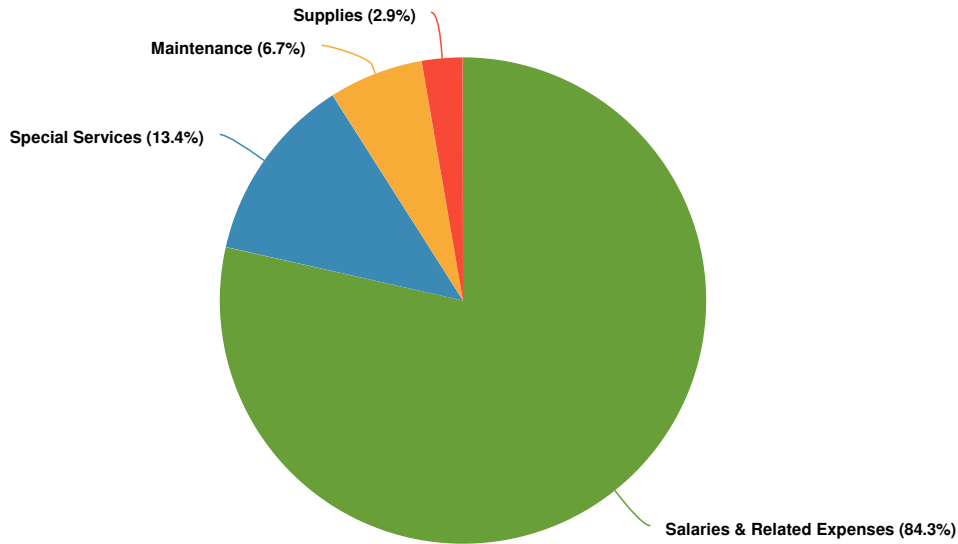
OBJECTIVES FY 2023

- We aim to continue providing care for our seniors by offering healthy meals daily.
- Have all Nutrition Program staff obtain a Level One Fingerprint Clearance Card.
- Make sure all staff who interact with seniors have a CPR/First Aid training.
- Obtain ServSafe Food Safety Certificate for Senior Services Manager.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Senior Center. Salaries and employee related expenses represent the most significant expense type; they comprise 84.3% of the total budgeted amount. The next major expenditure type is special services with a 13.4% allocation, followed by maintenance with 6.7%, and supplies with 2.9%.

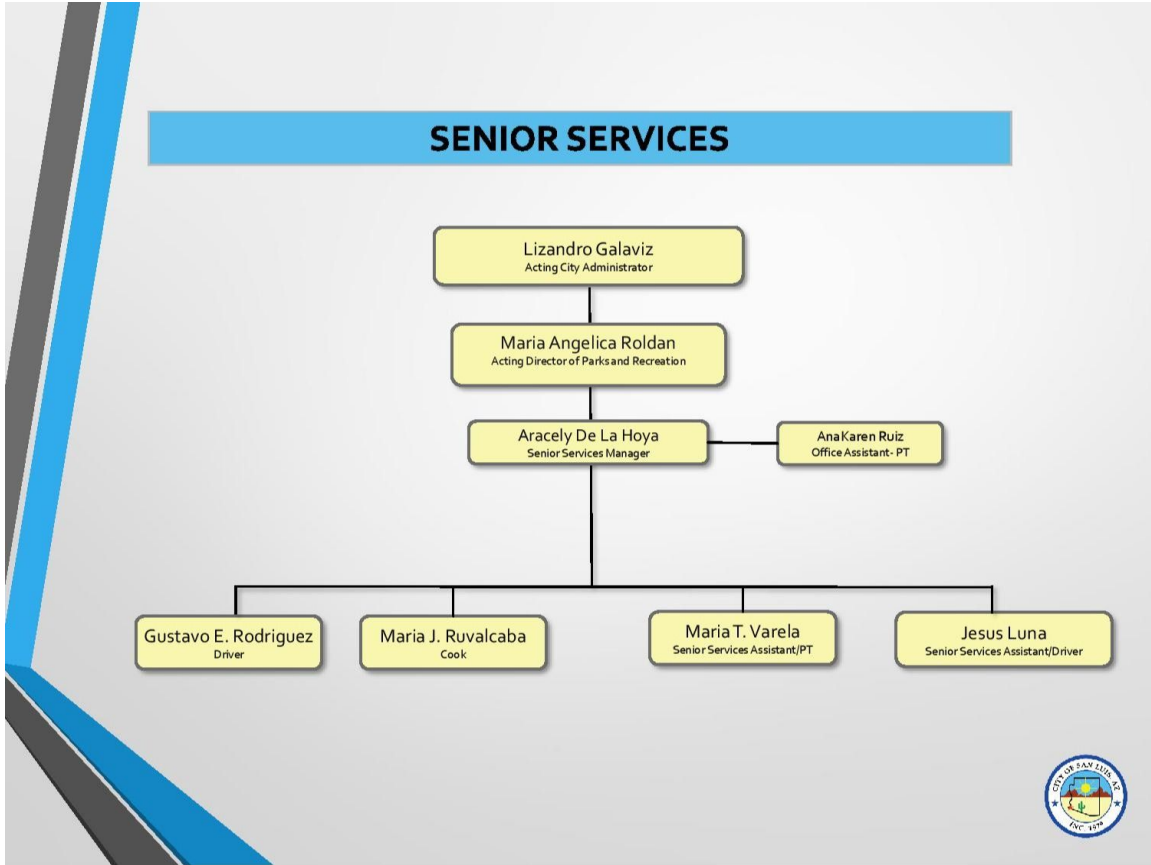
Budgeted Expenditures by Expense Type



The following table presents the Senior Center's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$199,004	\$193,136	\$260,020	\$269,980	3.8%	\$9,960
Supplies	\$4,530	\$8,818	\$21,850	\$9,350	-57.2%	-\$12,500
Maintenance	\$12,842	\$14,403	\$19,170	\$21,600	12.7%	\$2,430
Special Services	\$31,631	\$24,233	\$38,900	\$42,837	10.1%	\$3,937
Non-Departmental	-\$17,312	-\$16,879	-\$19,020	-\$23,500	23.6%	-\$4,480
Total Expense Objects:	\$230,695	\$223,712	\$320,920	\$320,267	-0.2%	-\$653

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	3	3	4	4	0
% of city's FTEs				1.21%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Senior Services Manager	1	1	1	1	0
Driver	1	1	1	1	0
Senior Services Assistant/Driver	1	1	1	1	0
Senior Services Assistant	0	0	1	1	0
Total	3	3	4	4	0

FACILITIES

The Facilities Division is responsible for maintaining and repairing all city buildings. The division consists of one lead custodian, two building maintenance technicians, seven custodians, one facilities supervisor, and one part-time office assistant. Among the various services offered to the city's buildings are custodial services, basic plumbing, replacement of A/C filters, set-ups for events and meetings, and sweeping of parking lots.



ACCOMPLISHMENTS FY 2022

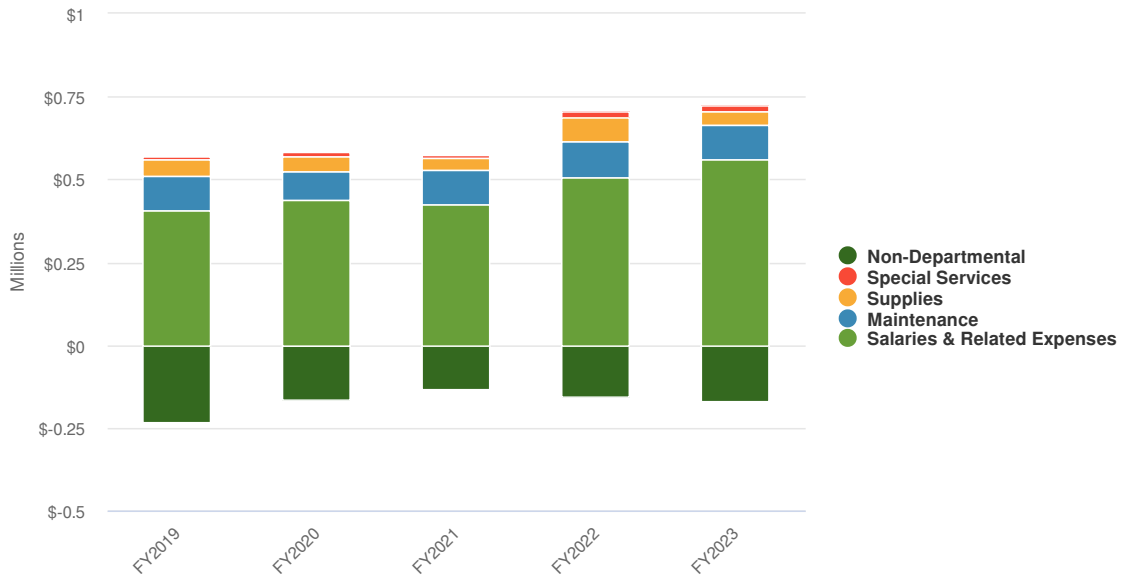
- Obtained and implemented Asset Essentials software for submitting work requests. Moving to this new cloud-based program means a lot of improvements to everyday processes, less confusion and more transparency thanks to better communication.
- Remodeled the men and women's restrooms at the Fernando Padilla Community Center.
- Painted exterior of the Fernando Padilla Community Center building.

OBJECTIVES FY 2023

- Continue to maintain the City's image by keeping our facilities clean and well maintained.

EXPENDITURES BY EXPENSE TYPE

Budgeted and Historical Expenditures by Expense Type



The following table presents the Facilities Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$436,618	\$426,553	\$507,380	\$559,090	10.2%	\$51,710
Supplies	\$45,286	\$36,008	\$69,190	\$41,289	-40.3%	-\$27,901
Maintenance	\$89,616	\$101,324	\$109,400	\$104,475	-4.5%	-\$4,925
Special Services	\$11,710	\$11,315	\$20,200	\$16,780	-16.9%	-\$3,420
Non-Departmental	-\$164,529	-\$134,160	-\$155,629	-\$169,740	9.1%	-\$14,111
Total Expense Objects:	\$418,701	\$441,039	\$550,541	\$551,894	0.2%	\$1,353

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	9.2	9.2	10	11	1
% of city's FTEs				3.32%	

Authorized Personnel/Positions:

Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Custodian	6	6	6	7	1
Building Maintenance Technician	1	1	2	2	0
Facilities Supervisor	1	1	1	1	0
Director of Parks & Rec	0.1	0.1	0	0	0
Assistant Director of Parks & Rec	0.1	0.1	0	0	0
Lead Custodian	1	1	1	1	0
Total	<u>9.2</u>	<u>9.2</u>	<u>10</u>	<u>11</u>	<u>1</u>

MUNICIPAL COURT

The San Luis Municipal Court's mission is to ensure that individuals appearing before the court or are seeking services from the court are treated equally, impartially, fairly, with compassion and integrity; to timely and efficiently resolve all matters, protect individuals' rights and liberties, uphold and interpret the law.



ACCOMPLISHMENTS FY 2022

- Successful Court financial operations audit from third party independent auditor Heinfeld Meech.
- Obtained Court Security Improvement (CSI) grant funds from AZ Supreme Court to purchase surveillance cameras.
- Obtained approval from Council for new civil clerk position.

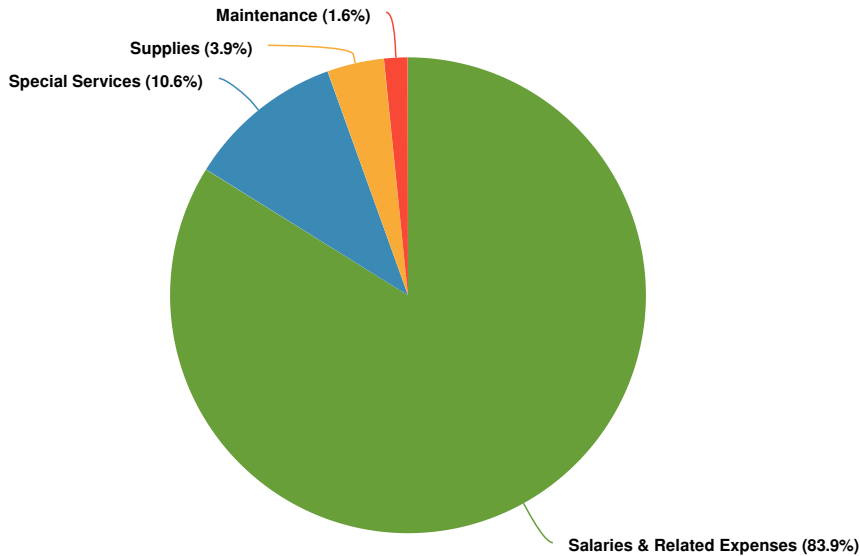
OBJECTIVES FY 2022

- Obtain Council approval for a new civil clerk supervisor position.
- Obtain grant from AZ Supreme Court to continue enhancing court security.
- Obtain Council approval to improve and acquire a new court recording system as per AOC directives.
- Utilize Coronavirus State and Local Fiscal Recovery Funds to ensure compliance with constitutional requirements of time limits in criminal matters.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Municipal Court. Salaries and employee related expenses represent the most significant expense type; they comprise 83.9% of the total budgeted amount. The next major expenditure type is special services with a 10.6% allocation, followed by supplies with 3.9%, and maintenance with 1.6%.

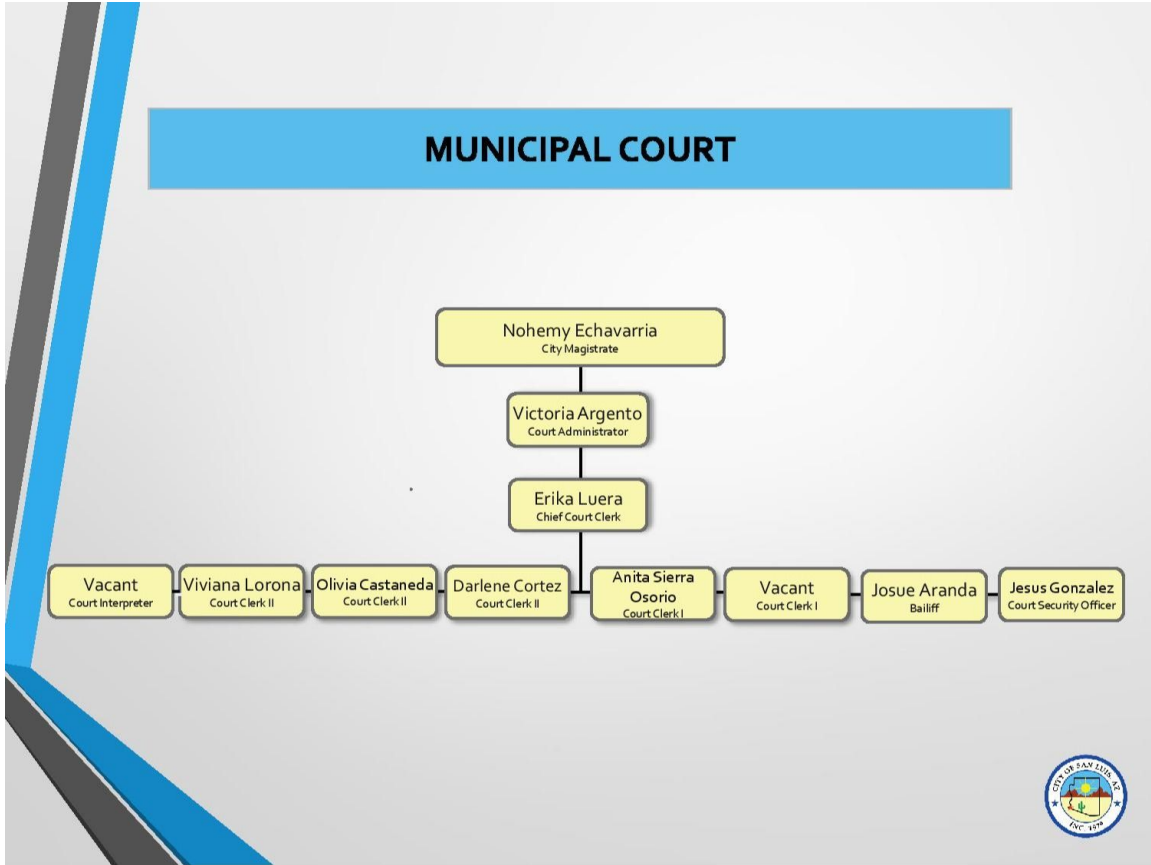
Budgeted Expenditures by Expense Type



The following table presents the Municipal Court's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$586,371	\$632,871	\$689,560	\$745,610	8.1%	\$56,050
Supplies	\$20,083	\$14,978	\$34,400	\$34,400	0%	\$0
Maintenance	\$9,195	\$10,918	\$15,400	\$14,400	-6.5%	-\$1,000
Special Services	\$71,363	\$62,823	\$102,360	\$94,650	-7.5%	-\$7,710
Total Expense Objects:	\$687,012	\$721,590	\$841,720	\$889,060	5.6%	\$47,340

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	9	10	11	11	0
% of city's FTEs				3.35%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Bailif	1	1	1	1	0
Court Clerk I	1	1	2	2	0
Court Clerk II	3	3	3	3	0
Court Security Officer	0	1	1	1	0
Court Interpreter	1	1	1	1	0
Court Administration	1	1	1	1	0
Chief Court Clerk	1	1	1	1	0
Magistrate	1	1	1	1	0
Total	9	10	11	11	0

POLICE

It is the mission of the San Luis Police Department to work in partnership with our community to enforce the law, enhance the quality of life, provide a safe environment and reduce the fear of crime while affording dignity and respect to every individual in the City of San Luis. We will accomplish this mission by practicing community-oriented policing and problem-solving philosophy.



ACCOMPLISHMENTS FY 2022

- Processed 96,889 calls for service during 2021, an increase of 28,257 calls from the previous year.
- Received 32,925 case assignments in 2021, an increase of 5,381 from the previous year.
- Continued with the Shop with a Cop initiative, in which 100 schoolkids benefited from a \$50 gift certificate and were accompanied by public safety personnel to shop for the gift at the local Walmart store.
- Completed emergency dispatch console project.
- Completed new evidence garage.
- Ordered six new patrol vehicles.
- Led a total of 45 community engagement programs and events to include schools, businesses and the private sectors.
- Obtained police grants totaling \$955,673 in 2021.

OBJECTIVES FY 2023

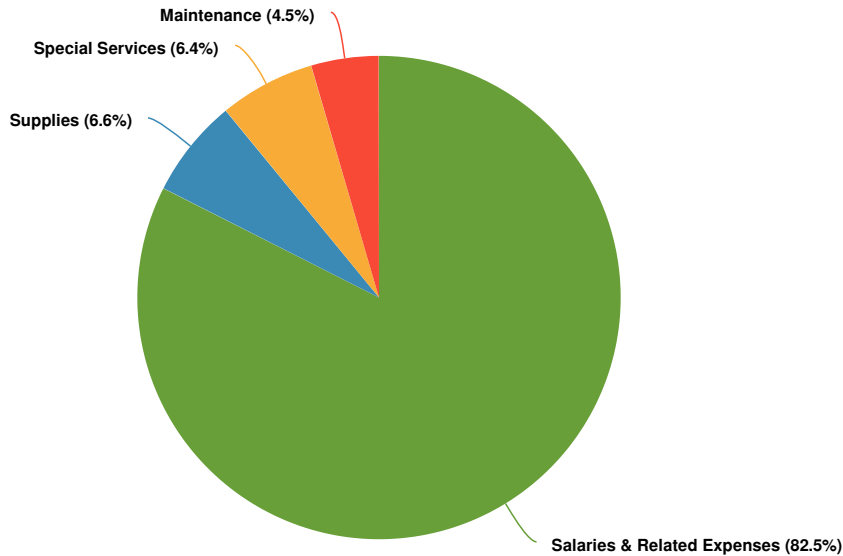
- Add additional personnel to meet the changing law enforcement culture and responsibilities for community engagement, state, and federal requirements. The Department requested eight new police officers, two administrative coordinators, and two records clerks.
- Maintain certification with the Arizona Law Enforcement Accreditation Program (ALEAP), providing proof of compliance for all standards suggested by the Department of Justice.

- Implement a vehicle replacement program; currently 20 vehicles are over 100,000 miles (average life expectancy) or 10 years old.
- Acquire 18 fully equipped patrol vehicles (F-150).
- Initiate and complete Phase I of construction for San Luis Police Station #2, located in the Avenue F residential neighborhood.
- Integrate communications tower and equipment to police station.
- Double the number of community engagement programs and events led by the SLPD now that COVID-19 restrictions are being lifted.
- Integrate an updated SLPD matrix and flow chart to accommodate future growth.
- Obtain over \$1,000,000 in police grants, whether from federal government sources or other funding sources.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Police Department. Salaries and employee related expenses represent the most significant expense type; they comprise 82.5% of the total budgeted amount. The next major expenditure type is supplies with a 6.6% allocation, followed by special services with 6.4%, and maintenance with 4.5%.

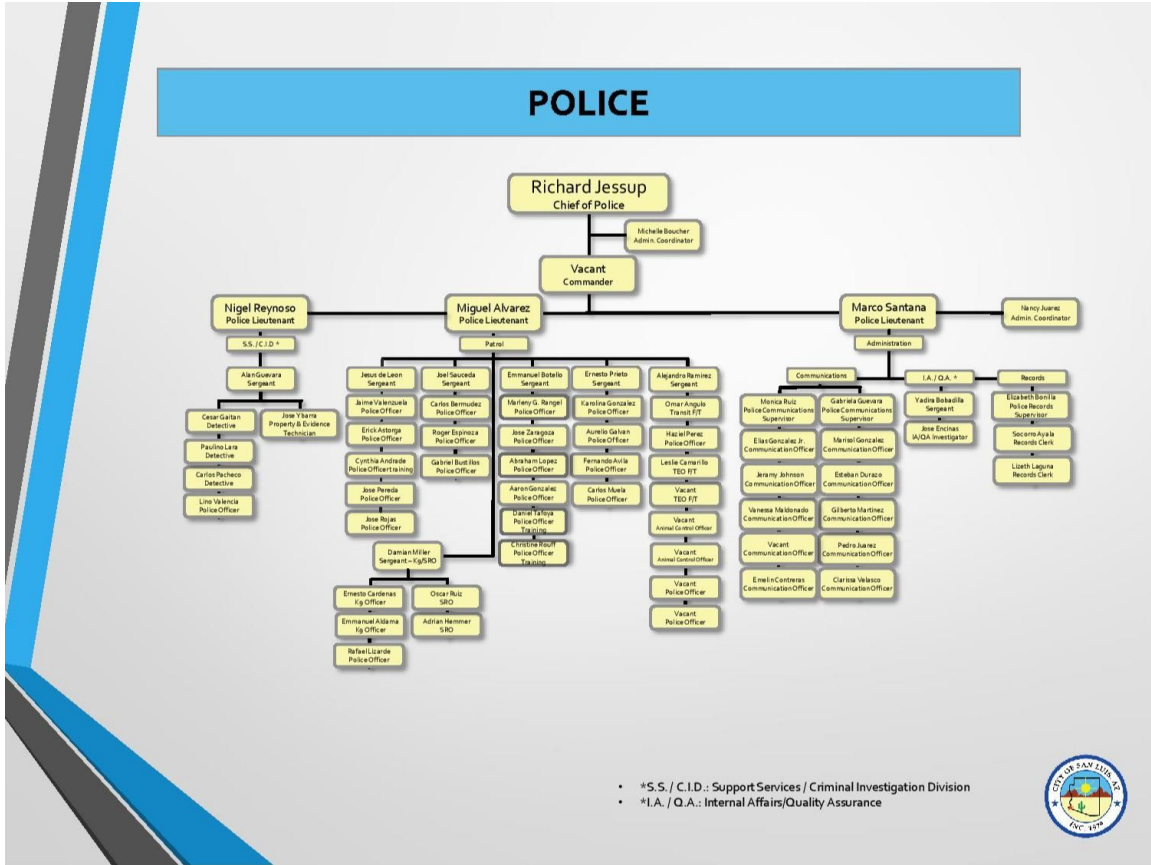
Budgeted Expenditures by Expense Type



The following table presents Police Department expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$4,000,520	\$3,114,397	\$5,452,180	\$5,303,320	-2.7%	-\$148,860
Supplies	\$148,141	\$232,727	\$357,390	\$424,460	18.8%	\$67,070
Maintenance	\$260,199	\$263,199	\$319,020	\$291,300	-8.7%	-\$27,720
Special Services	\$302,607	\$349,953	\$386,170	\$411,591	6.6%	\$25,421
Total Expense Objects:	\$4,711,467	\$3,960,277	\$6,514,760	\$6,430,671	-1.3%	-\$84,089

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	62	63	67.4	70.4	3
% of city's FTEs				21.25%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Transit Enforcement Officer	1	1	3	3	0
Police Record Clerk	2	2	2	2	0
Administrative Coordinator	3	3	3	3	0
Police Record Supervisor	0	0	0	1	1
Animal Control Officer	2	2	2	2	0
Property and Evidence Technician	1	1	1	1	0
IT Specialist Public Safety	0	0	0.4	0.4	0
Communication Officer	10	10	10	10	0
Communication Supervisor	2	2	2	2	0
Police Officer	28	29	31	33	2
Police Sergeant	8	8	8	8	0
Police Lutenant	3	3	3	3	0
Commander	1	1	1	1	0
Police Chief	1	1	1	1	0
Total	62	63	67.4	70.4	3

FIRE

The San Luis Fire Department's (SLFD) mission is to provide safety and security for the lives and property in the San Luis community. The goal of the San Luis Fire Department is to provide high quality, timely, and compassionate services to the residents it serves; fire protection services, emergency medical services, and hazardous materials protection. The values that guide Fire staff interaction among themselves and those they serve are honesty, integrity, respect, compassion, trust, and pride.



ACCOMPLISHMENTS FY 2022

- Initiated design and building of Fire Station #2.
- Added three more paramedics to staff.
- Responded to 66 fire calls for service.
- Responded to 15 HazMat Calls for service.
- Received a total of 4,475 calls for service.
- Continued implementation of a community paramedicine model with the Regional Center for Border Health .
- Implemented Lexipol for Standard Operating Procedures (SOPs) and policies.
- Implemented new COVID-19 protocols.
- Assisted with implementation of vaccination clinics available for City residents.
- Implemented CrewForce software for Fire Department operations.
- Streamlined the process for fire inspections.

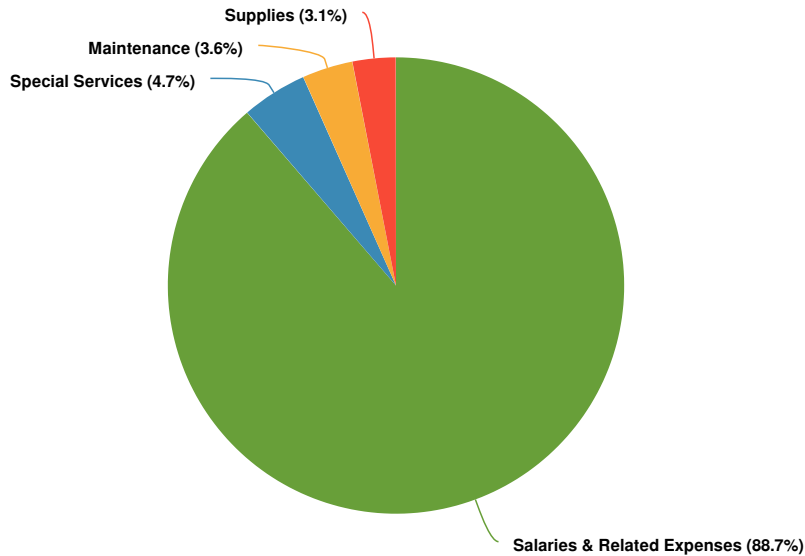
OBJECTIVES FY 2023

- Continue serving San Luis residents in EMS, fire suppression, and any capability to which the City needs to respond.
- Continue to support the growth and knowledge of all fire personnel.
- Plan for the growth of San Luis.
- Continue improving service delivery to San Luis residents.
- Strive to obtain a Class 2 ISO rating, which will reduce the department's insurance premiums.
- Continue mutual aid systems with all the fire departments in the Yuma County area, especially the City of Somerton.
- Focus on re-establishing a HazMat team that can respond to any incident 24/7.
- Continue to assist fire departments on the Mexican border in any aspect they might need.
- Complete construction of Fire Station #2 on the east side of San Luis.
- Add a new ladder truck to maintain the ISO rating.
- Become an active stakeholder in Yuma Regional Communications System with the implementation of software, hardware and mobile data computers. Also, achieve a better platform to share the information, data and resources to all the identities in Yuma County.
- Continue being a member of the Yuma County Fire Officers Association (YCFOA).
- Continue with participation in the Arizona Fire Chiefs Association and their annual conference in Glendale, AZ.
- Continue with fire prevention week in October. This initiative reaches about 7 schools and 1800 students around the community classrooms.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Fire Department. Salaries and employee related expenses represent the most significant expense type; they comprise 88.7% of the total budgeted amount. The next major expenditure type is special services with a 4.7% allocation, followed by maintenance with 3.6%, and supplies with 3.1%.

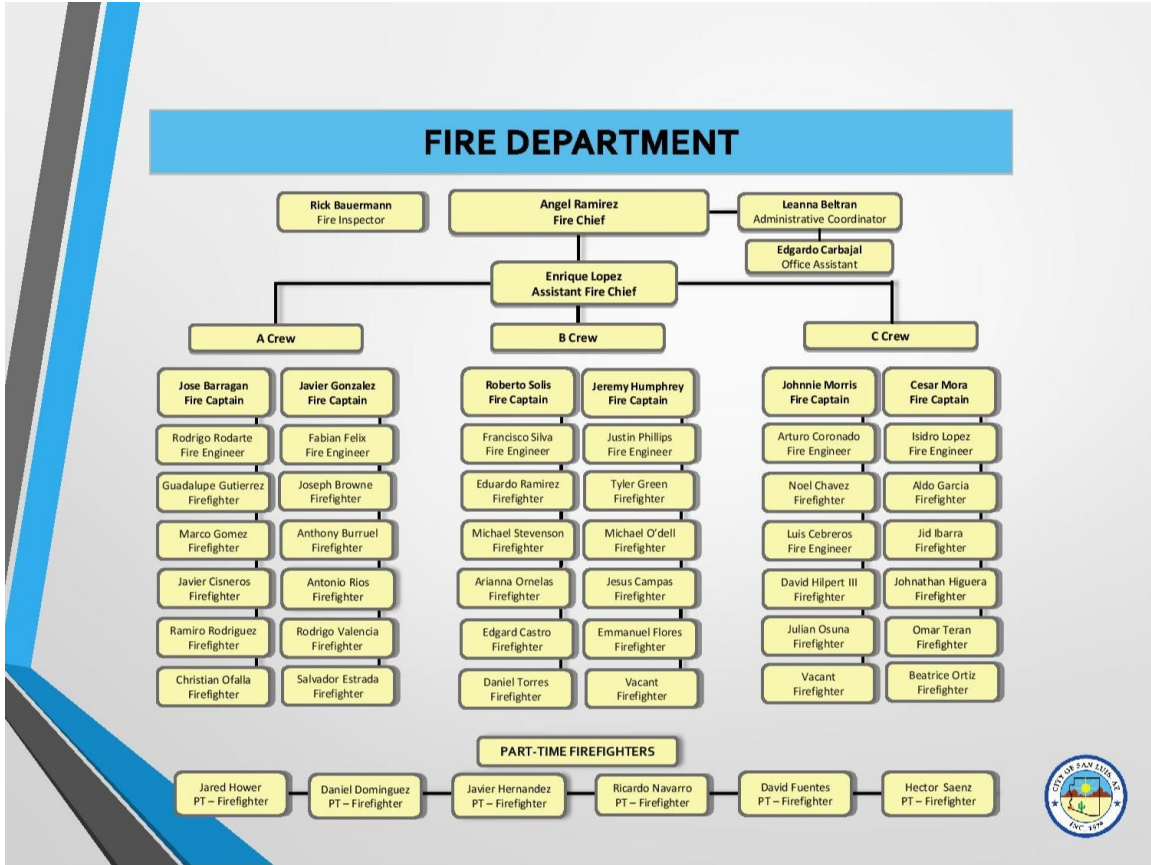
Budgeted Expenditures by Expense Type



The following table presents the Fire Department's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$2,158,736	\$1,963,881	\$3,014,610	\$2,949,710	-2.2%	-\$64,900
Supplies	\$78,492	\$66,109	\$101,650	\$101,800	0.1%	\$150
Maintenance	\$91,163	\$111,618	\$119,300	\$119,500	0.2%	\$200
Special Services	\$106,245	\$117,419	\$148,435	\$154,800	4.3%	\$6,365
Total Expense Objects:	\$2,434,636	\$2,259,028	\$3,383,995	\$3,325,810	-1.7%	-\$58,185

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	30.5	30.5	30.7	35.2	4.5
% of city's FTEs				10.62%	
Authorized Personnel/Positions:			Current	Proposed	Changes
Title	2019-2020	2020-2021	2021-2022	2022-2023	2022-2023
Office Assistant	1	1	1	1	0
Administrative Coordinator	0.5	0.5	0.5	0.5	0
Fire Inspector	1	1	1	1	0
Assistant Fire Chief	0.5	0.5	0.5	0.5	0
Fire Chief	0.5	0.5	0.5	0.5	0
Fire Capitan	3	3	3	3	0
Firefigther	18	18	18	21	3
Fire Engineer	6	6	6	6	0
Fire Battalion Chief	0	0	0	1.5	1.5
IT Specialist Public Safety	0	0	0.20	0.20	0
Total	30.5	30.5	30.7	35.2	4.5

AMBULANCE SERVICES

The Ambulance Services Division is administered by the San Luis Fire Department, whose mission is to provide safety and security for the lives in the San Luis community. The goal of the Ambulance Services Division is to provide high quality, timely, and compassionate emergency medical services to the residents it serves. The values that guide Ambulance staff interaction among themselves and those they serve are honesty, integrity, respect, compassion, trust, and pride.



ACCOMPLISHMENTS FY 2022

- Added another ambulance to the fleet, totaling three Advanced Life Support (ALS) ambulances within the City of San Luis.
- Initiated a new paramedic class which will conclude in fiscal year 2023.
- Responded to 3,970 EMS calls for service.
- Provided 3,546 transports to Yuma Regional Medical Center.
- Received a total of 4,475 calls for service.
- Continued implementation of a community paramedicine model with Regional Center for Border Health.
- Implemented Lexipol for Standard Operating Procedures (SOPs) and policies.
- Implemented new COVID-19 protocols.
- Implemented CrewForce software for ambulance operations.
- Assisted with implementation of vaccination clinics available for City residents.
- Added a fifth ambulance to the fleet.

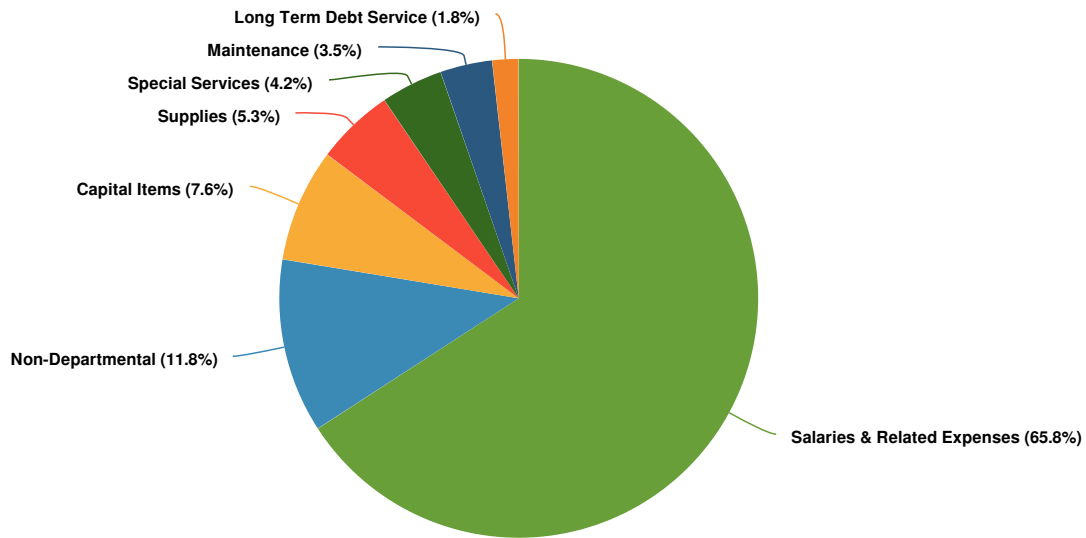
OBJECTIVES FY 2023

- Continue serving San Luis residents in EMS and any capability to which the City needs to respond.
- Continue to support the growth and knowledge of all ambulance personnel.
- Plan for the growth of San Luis.
- Continue improving service delivery to San Luis residents.
- Acquire a fourth full-time ALS ambulance; this will improve service delivery from an EMS standpoint.
- Add 6 paramedics for a new ambulance.
- Retain 99% of the emergency transportation services within the San Luis area.
- Continue to assist fire departments from the Mexican border in any aspect they might need.
- Complete construction of Fire Station #2 on the east side of San Luis.
- Become an active stakeholder in Yuma Regional Communications System with the implementation of software, hardware and mobile data computers. Also, achieve a better platform to share the information, data and resources to all the identities in Yuma County.
- Continue being a member of the Yuma County Fire Officers Association (YCFOA).
- Continue providing CPR/First Aid classes to the community.
- Continue being a resource for the AZ State Mutual Aid System.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Ambulance Services Division. Salaries and employee related expenses represent the most significant expense type; they comprise 65.8% of the total budgeted amount. The next major expenditure type is non-departmental with an 11.8% allocation, followed by capital items with 7.6%, supplies with 5.3%, special services with 4.2%, maintenance with 3.5%, and long-term debt with 1.8%.

Budgeted Expenditures by Expense Type



The following table presents the Ambulance Services Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$1,411,833	\$1,629,467	\$2,009,130	\$2,154,490	7.2%	\$145,360
Supplies	\$136,881	\$133,671	\$160,590	\$172,250	7.3%	\$11,660
Maintenance	\$171,540	\$204,277	\$115,350	\$115,100	-0.2%	-\$250
Special Services	\$219,789	\$220,117	\$139,690	\$137,000	-1.9%	-\$2,690
Other Financing Sources - Uses	\$8,339	\$0	\$0	\$0	0%	\$0
Long Term Debt Service	\$5,084	\$7,471	\$94,870	\$57,900	-39%	-\$36,970
Non-Departmental	\$46,451	\$242,967	\$330,689	\$385,150	16.5%	\$54,461
Capital Items	\$0	\$0	\$563,270	\$250,000	-55.6%	-\$313,270

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Total Expense Objects:	\$1,999,918	\$2,437,969	\$3,413,589	\$3,271,890	-4.2%	-\$141,699

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	9	9.5	10	10.5	0.5
% of city's FTEs				3.17%	

Authorized Personnel/Positions:

Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Purchasing Coordinator	1	1	1	1	0
Assistant Director of Finance	1	1	1	1	0
Accountant II	3	3	1	1	0
Finance Accounting Manager	0	0	1	1	0
Finance Operations Manager	0	0	1	1	0
Director of Finance	1	1	1	1	0
Accounting Specialist	1	1.5	2	2.5	0.5
Administrative Coordinator	1	1	1	1	0
Accountant I	0	0	1	1	0
Contracts & Grants Coordinator	1	1	0	0	0
Total	9	9.5	10	10.5	0.5



INFORMATION TECHNOLOGY

The IT department is responsible for managing the Citywide network, City website, desktop computers, servers, communications including phone system and mobile phones, and providing technical support and maintenance to departments. The department's goal is to provide information technology services in a reliable, effective and secure manner while committing to excellence in customer service.



ACCOMPLISHMENTS FY 2022

- Restructured Information Technology personnel by adopting new, specialized positions in high demand areas.
- Implemented AI network security system to increase network visibility, intrusion detection, and intrusion prevention. The system allows for 24/7 monitoring and automated responses in an effort to mitigate threats.
- Implemented cybersecurity applications offered by the state of Arizona to aid in the protection of Information Technology. Applications include cloud-based antivirus protection and web-based application firewall.
- Developed and implemented a work from home solution to address the needs of the City while amidst the COVID-19 pandemic. The system is composed of various access controls, encryption, and additional authentication protocols.
- Initiated cybersecurity “least privilege” practice to help reduce risk associated with access control. Auditing user permissions on a regular schedule helps identify unauthorized access and reduce risk from a cyber threat.
- Implemented a new service desk application with the ability to create workflow and automation processes. This system will open a path to a multi department collaboration environment which will help reduce operational costs and employee hours.
- Planned, designed, and installed new communication infrastructure using fiber optics. This will increase network availability while increasing bandwidth and decreasing operational costs.

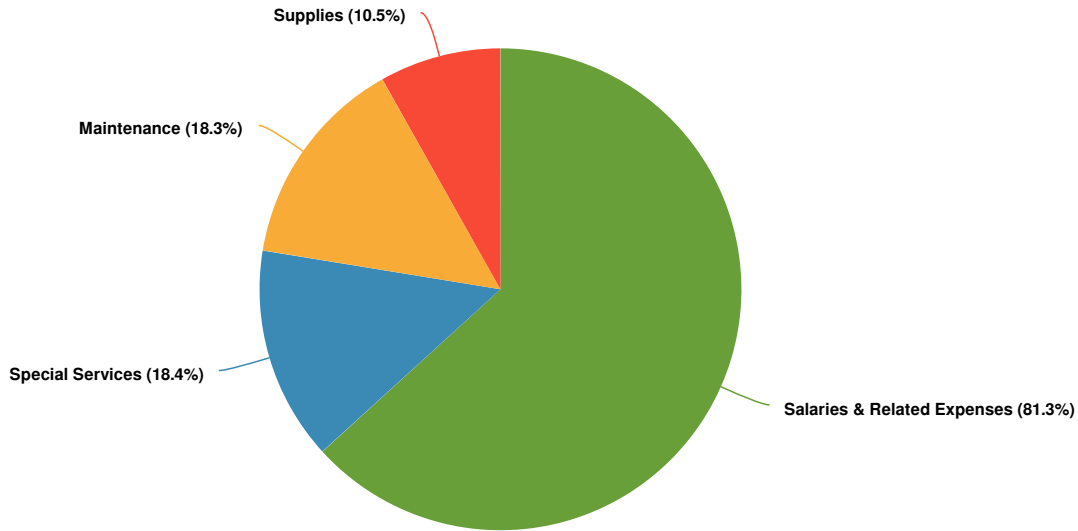
OBJECTIVES FY 2023

- Evaluate the organization's IT needs and develop a 5-year strategic improvement plan to address IT infrastructure, IT department growth, and business operations.
- Adopt and implement IT policies to strengthen the organization's cybersecurity and business operations.
- Continue structuring the Information Technology department to meet IT demands while improving our service level of operations.
- Implement CMMC framework as the City's IT cybersecurity standard. Achieve certification compliance through annual auditing.
- Evaluate and develop service level agreements for Information Technology services. This will help identify gaps in IT services and help develop an improvement plan.
- Modernize the City's information technology by adapting to growing trends in cloud computing.
- Adopt a business continuity and IT disaster recovery plan that can be effectively executed in case of a disaster.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Information Technology Department. Salaries and employee related expenses represent the most significant expense type; they comprise 81.3% of the total budgeted amount. The next major expenditure type is special services with an 18.4% allocation, followed by maintenance with 18.3%, and supplies with 10.5%.

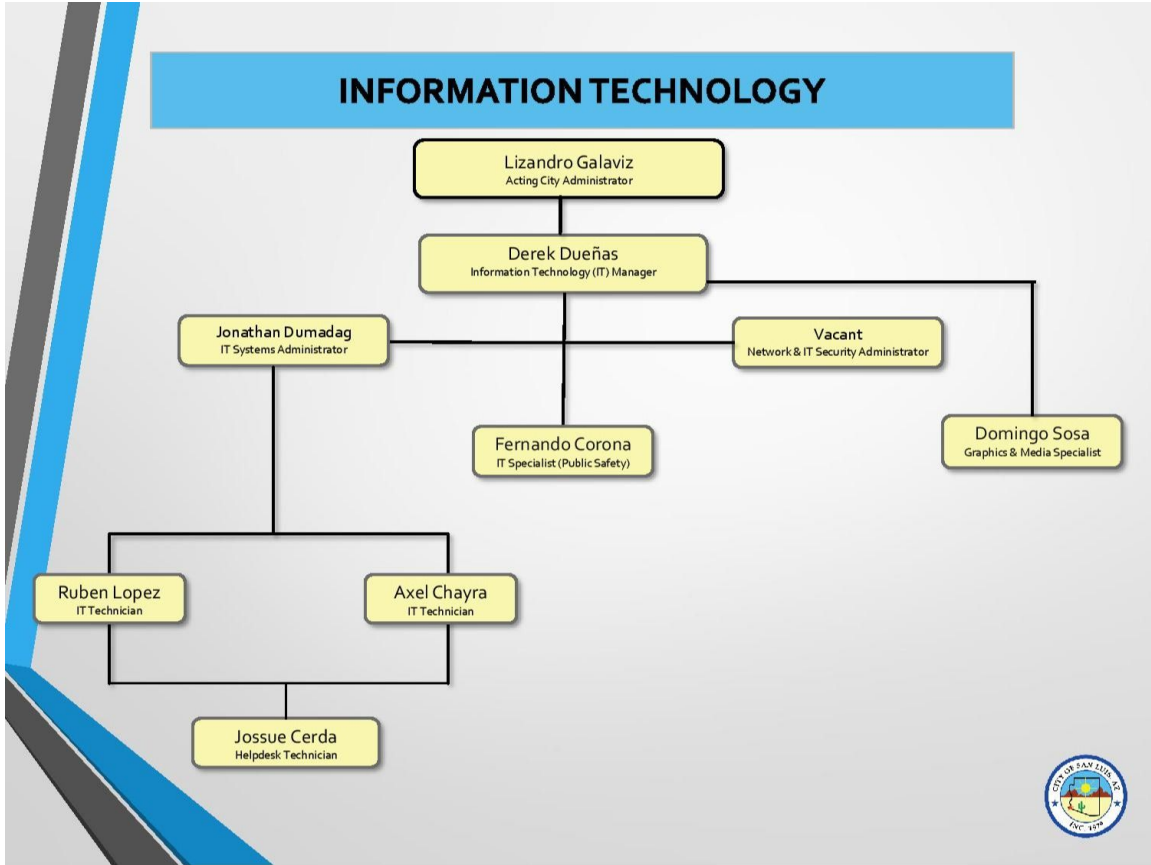
Budgeted Expenditures by Expense Type



The following table presents the Information Technology Department's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$355,418	\$390,264	\$524,580	\$565,110	7.7%	\$40,530
Supplies	\$46,432	\$64,629	\$107,580	\$72,900	-32.2%	-\$34,680
Maintenance	\$29,157	\$42,207	\$83,920	\$127,420	51.8%	\$43,500
Special Services	\$66,250	\$43,869	\$115,135	\$128,032	11.2%	\$12,897
Non-Departmental	-\$86,324	-\$119,459	-\$164,389	-\$198,530	20.8%	-\$34,141
Total Expense Objects:	\$410,932	\$421,511	\$666,826	\$694,932	4.2%	\$28,106

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

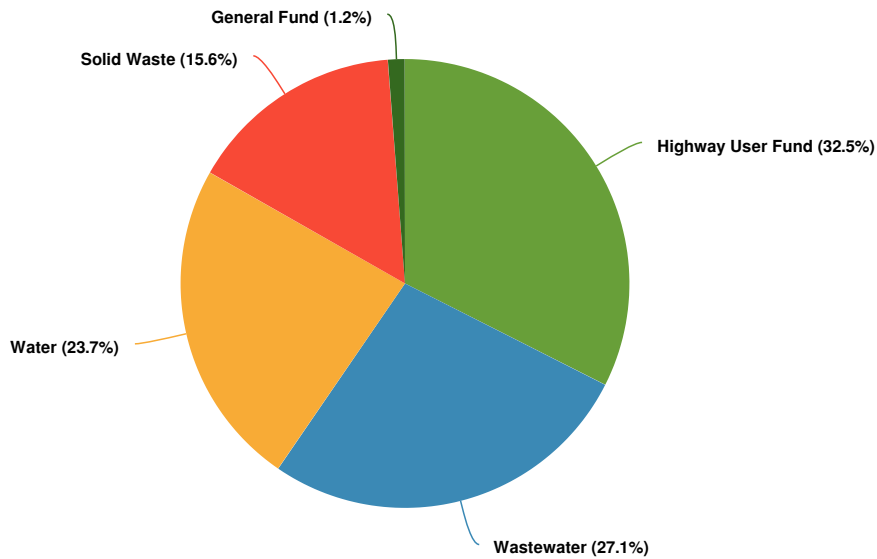
Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	6.3	7.3	8.2	8.2	0
% of city's FTEs				2.47%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
IT Manager	1	1	1	1	0
Senior IT Technician	1	1	1	1	0
Graphics and Media Specialist	1	1	1	1	0
IT Technician	2	2	2	2	0
Graphics and Media Specialist	1	1	1	0	-1
Administrative Coordinator	0.3	0.3	0	0	0
IT Help Desk Technician	0	0	1	1	0
IT Specialist Public Safety	0	0	0.2	0.2	0
Video Production and Operations Specialist	0	0	0	1	1
Network & IT Security Admin	0	1	1	1	0
Total	6.3	7.3	8.2	8.2	0

Public Works Administration

The mission of the Public Works Department is to effectively maintain and develop public infrastructure to enhance the quality of life of our residents and businesses by using our available resources in a prudent and cost effective manner consistent with the vision and goals of the community. The Public Works department oversees the Solid Waste, Waste-Water and Water divisions, as well as the operations for Fleet and Highway Users.

Expenditures by Fund

2023 Expenditures by Fund



HIGHWAY USER DIVISION

The Highway Users Division facilitates the general public's pedestrian and vehicular movement in a safe and orderly manner by providing general maintenance and repair of all City streets, signs, and traffic control signals and devices.

The division is also responsible for after-hours support to emergency responders, as well as for installation of new roadway signs and markings, replacement of damaged signs and markings, requests for removal of graffiti, general right-of-way maintenance, and storm water collection infrastructure maintenance.



ACCOMPLISHMENTS FY 2022

- Provided support to contracted slurry seal and chip seal projects on selected roads City-wide in support of the department's Pavement Preservation Program.
- Replaced all ten handicap ramps (including curbs and asphalt) on Union Street from 4th Drive to Sinoff Avenue.
- Completed new asphaltic walking path along one mile of Cesar Chavez Boulevard.
- Replaced approximately 800 feet of damaged curb, gutters, handicap ramps, and sidewalk on Independence Street, Rio Sonora Street, San Felipe Street, and Desierto Drive in preparation for over 3,500 feet of new pavement and concrete repairs.
- Completed pavement repairs on Independence Street, Rio Sonora Street, San Felipe Street, and El Desierto Street.
- Changed traffic control striping on 6th Avenue and Avenue F, while also adding bicycle lanes.
- Conducted 2021 community cleanup campaign.
- Assisted with Covid-19 vaccination clinics.
- Purchased new caterpillar 420 backhoe.

- Completely refurbished traffic light signal at intersection of Main St. and County 22nd Street in coordination with Yuma County Public Works.
- Improved roadway conditions in five subdivisions and on two primary roads.
- Acquired new City vehicles to replace those over 10 years old.
- Received Council approval for nine needed roadway improvements, representing total funding of \$2,815,870. Planning for these capital improvements is ongoing. Any unused funds will be carried over to FY 2023 for completion:

CO 22nd St./4th Ave Traffic Signal and Expansion (Phase 2, Continued)	\$150,000
10th Ave/Cesar Chavez Blvd Traffic Signal	\$500,000
Pavement Preservation Project (PPP) FY 2022	\$350,000
Sidewinder Rd. / CO 22nd St. Intersection Widening	\$120,000
New (Replacement) HU Shop/Office/Storage Building	\$200,000
CSL Roadway Improvements, Support of 20-Acre Community Park	\$510,870
F Street Widening Design (between Cesar Chavez Blvd & San Luis Lane)	\$35,000
Additional Street Lighting	\$50,000
4th Ave / Cesar Chavez Blvd Improvements Phase 2 and Traffic Signal	\$900,000
Total	\$2,815,870

OBJECTIVES FY 2023

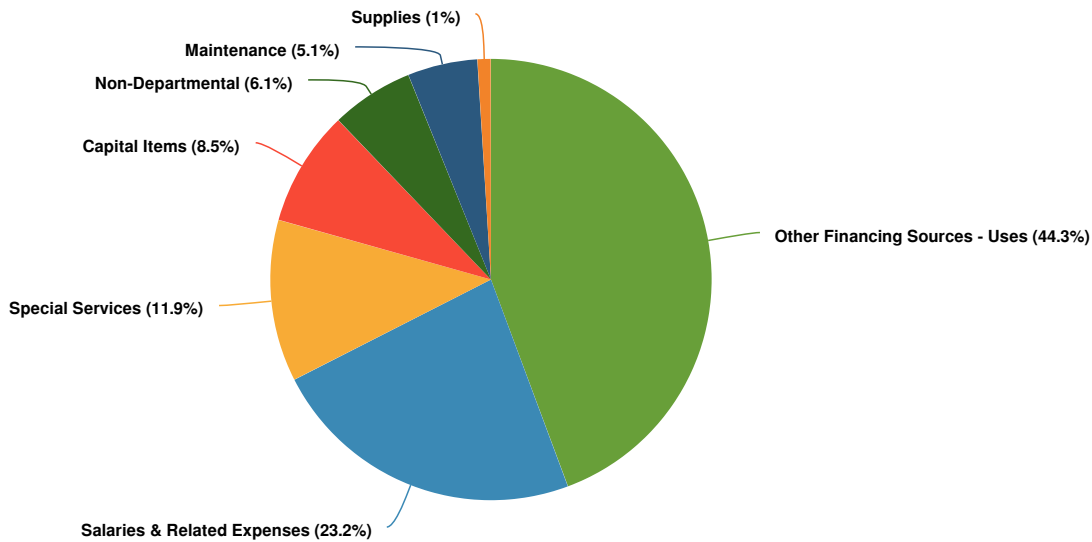
- Complete roadway improvement projects that were approved in last quarter of FY 2022.
- Add and promote a new Crew Leader position, as well as a Maintenance Specialist and five Maintenance Technician positions.
- Add new traffic signals or roundabouts between Ave E and County 24th Street, and between Ave F and County 24th Street.
- Continue to provide residents and visitors with a safe transportation system.
- Maintain city streets and rights-of-way in a clean and aesthetically pleasing manner.
- Continue to provide an adequate storm water drainage system.
- Maintain street signs, replacing street signs that are missing, vandalized, or unreadable.
- Continue implementing pavement preservation methods for city streets, before they become too deteriorated.

- Patch “potholes” immediately as they occur.
- Maintain catch basins, inlets, spillways, storm sewers, and retention basins in a functional state.
- Continue to control graffiti around the City.
- Continue proactive street re-striping and pavement preservation plans.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Highway User Division. Other financing sources represent the most significant expense type; they comprise 44.3% of the total budgeted amount. The next major expenditure type are salaries and employee related expenses with a 23.2% allocation, followed by special services with 11.9%, capital items with 8.5%, non-departmental expenses with 6.1%, maintenance with 5.1%, and supplies with 1%.

Budgeted Expenditures by Expense Type



The following table presents the Highway User Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$946,867	\$1,009,283	\$1,212,060	\$1,467,460	21.1%	\$255,400
Supplies	\$45,450	\$39,296	\$51,200	\$61,450	20%	\$10,250
Maintenance	\$263,853	\$223,264	\$275,510	\$324,600	17.8%	\$49,090
Special Services	\$876,652	\$873,161	\$1,046,750	\$750,550	-28.3%	-\$296,200
Other Financing Sources - Uses	\$219,903	\$25,992	\$516,160	\$2,807,572	443.9%	\$2,291,412
Non-Departmental	\$102,253	\$238,619	\$312,734	\$383,604	22.7%	\$70,870
Capital Items	\$811,146	\$277,250	\$1,912,470	\$536,898	-71.9%	-\$1,375,572
Total Expense Objects:	\$3,266,125	\$2,686,864	\$5,326,884	\$6,332,134	18.9%	\$1,005,250

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
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Full-time Equivalents (FTE)	19.7	20.7	21	24	3
% of city's FTEs				7.31%	

Authorized Personnel/Positions:

Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Equipment Operator	6.5	2.5	2.5	2.5	0
Maintenance Specialist	6	6	6	7	1
Maintenance Technician	2	6	6	8	2
Maintenance Supervisor	1	1	1	1	0
Public Work Supervisor	1	1	1	1	0
Crew Leader Supervisor	1	2	2	2	0
Heavy Equipment Operator	1	1	1	1	0
Assistant Director of Public Work	0.2	0.2	0.2	0.2	0
Director of Public Work	0.2	0.2	0.2	0.2	0
Administrative Coordinator	0.2	0.2	0.2	0.5	0.3
Administrative Assistant	0.3	0.3	0.3	0	-0.3
Engineering Technician	0.3	0.3	0.3	0.3	0
Civil Engineering	0	0	0.3	0.3	0
Total	19.7	20.7	21	24	3

FLEET SERVICES

The Fleet Services Division is responsible for maintaining and repairing City vehicles and equipment, including inspections, general maintenance, repairs (e.g., hydraulic systems and air-conditioning systems), and installation of emergency lights on response vehicles. The division also assists with readying used City vehicles for auction.



The division's goal is to provide responsive vehicle maintenance support services to all City departments, encompassing all facets of vehicle diagnostics and repairs and a preventative maintenance program to assure dependability, availability, and safety of the fleet; effectively schedule and coordinate "off-site" repair of vehicles that require specialized dealer/manufacture services; provide, or coordinate, responsive roadside assistance to City vehicles that have broken down during operation.

ACCOMPLISHMENTS FY 2022

- Completed 294 work orders for maintenance and repair of the City's vehicles and equipment fleet during 2021.
- Added 23 additional vehicle and equipment assents to the City's inventory in 2021 alone.
- Received Council approval for two capital investments in fleet services facilities and equipment, representing total funding of \$808,400; \$796,900 for a new fleet services shop and \$11,500 for a 2021 Diamond HDT tilt trailer. \$278,900 of the \$796,900 for the shop is provided from other department funding accounts.
- Completed purchase of new trailer.
- Publicly advertised the new Fleet Services shop, which was awarded for construction in March 2022.

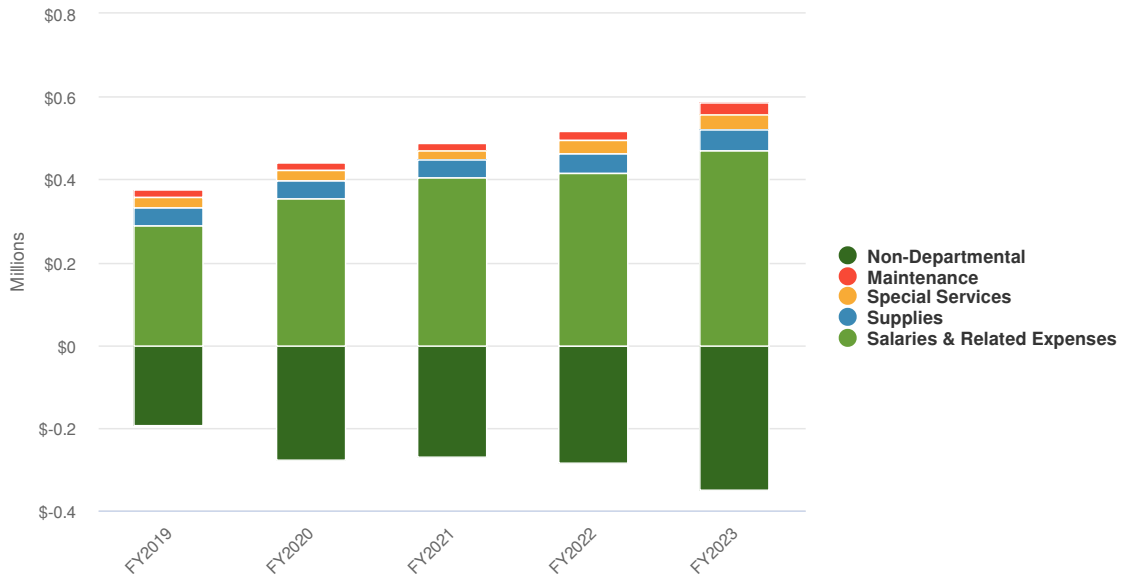
OBJECTIVES FY 2023

- Complete construction of new Fleet Services shop, estimated at approximately \$2,200,000 in additional funding.
- Add a mechanic position and new Lot Porter/Detailer/Mechanic position.

- Continuously improve prioritization and scheduling of vehicle repairs based on urgency of need (e.g., operational impacts to a customer's department associated with vehicle down time).
- Continue to improve communication and coordination with City customers regarding scheduling and completion of the repair of City vehicles.
- Responsively acquire, store, and issue parts to minimize time required to complete vehicle repairs.
- Sustain training and certification of mechanics to enable them to more effectively provide maintenance and repair services for a broad array of vehicle brands and types.

EXPENDITURES BY EXPENSE TYPE

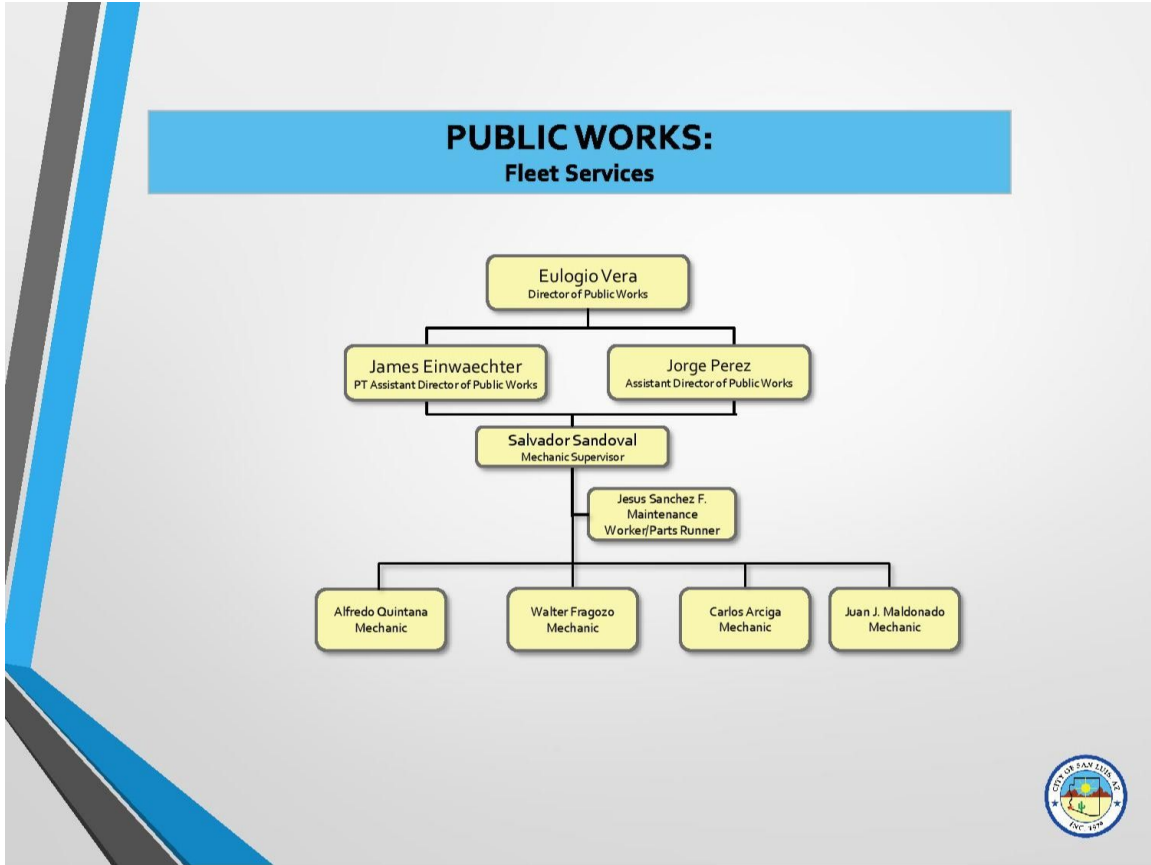
Budgeted and Historical Expenditures by Expense Type



The following table presents the Fleet Services Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$354,647	\$404,819	\$415,770	\$470,800	13.2%	\$55,030
Supplies	\$44,387	\$42,054	\$46,520	\$50,090	7.7%	\$3,570
Maintenance	\$19,359	\$18,359	\$22,450	\$28,800	28.3%	\$6,350
Special Services	\$22,363	\$23,145	\$33,700	\$36,050	7%	\$2,350
Non-Departmental	-\$274,972	-\$268,867	-\$283,898	-\$349,860	23.2%	-\$65,962
Total Expense Objects:	\$165,785	\$219,510	\$234,542	\$235,880	0.6%	\$1,338

ORGANIZATIONAL CHART



POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	5.6	5.6	6.6	7.6	1
% of city's FTEs				2.29%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Mechanic	3	3	4	5	1
Administrative Coordinator	0.2	0.2	0.2	0.2	0
Assistant Public Work Director	0.2	0.2	0.2	0.2	0
Director of Public Work	0.2	0.2	0.2	0.2	0
Mechanic Supervisor	1	1	1	1	0
Maintenance Worker - Parts Runner	0	1	1	1	0
Office Clerk	1	0	0	0	0
Total	5.6	5.6	6.6	7.6	1

WATER DIVISION

The Water Division provides safe and reliable water service to residents, complying with state and federal environmental and health standards. The division maintains water production and distribution systems and responds to customer complaints involving water distribution and treatment problems, offering 24-hour emergency on-call service to meet the community's needs.



The division's goals are to provide safe, potable water for consumption by residents and visitors; provide sufficient pumping and storage for fire protection of all structures within the City; and periodically review and adhere to the Water System Comprehensive Plan.

ACCOMPLISHMENTS FY 2022

- Treated and distributed 1,310 million gallons of water during 2021.
- Acquired 1,081 new water reading devices in 2021 for a total of \$97,330 and significantly higher amounts of chlorine totaling \$185,941 to keep up with rapid residential and commercial growth.
- Completed 513 service/work orders during 2021 and supported 530 Blue Stake ticket actions.
- Supported inspection/acceptance of water infrastructure at six new subdivisions and commercial project sites.
- Received Council approval for six capital investments in water system facilities and vehicles, totaling \$2,210,000. Planning for these capital improvements is ongoing, any used funds will be carried over to FY 2023 for completion:

Water Storage Tank (#5 & #6) Rehabilitation Project	\$850,000
Chevrolet Silverado	\$35,000
Chevrolet Silverado	\$35,000
Land for Well Site (2 Acres)	\$80,000
Well Site, Storage Tank and Manganese Removal System	\$1,000,000
Well Site, Storage Tank and Manganese Removal System	\$210,000
Total	\$2,210,000

Water Distribution

- Installed two new 6-inch water shut-off valves at El Desierto Drive and Rio Sonora Street and at El Desierto Drive and San Felipe Street.

Water Treatment/Well Sites

- Installed hydro ranger (digital level indicator) in water storage tank at well site 6.
- Purchased Hach HQ40D portable multi-meter for measuring pH, conductivity, TDS, and dissolved oxygen.
- Installed new booster pump motor and base (#3) at well site 3.
- Installed new booster pump (#2) at well site 3.
- Repaired (by Schuck Drilling AZ, LLC) well #9 at well site 6 and wells #6 and #7 at well site 3.
- Installed horizontal split-case pump base plate and 40 horsepower motor at well site 3 (CIP project).
- Repaired and upgraded MTUs and PLCs on well site #4.

OBJECTIVES FY 2023

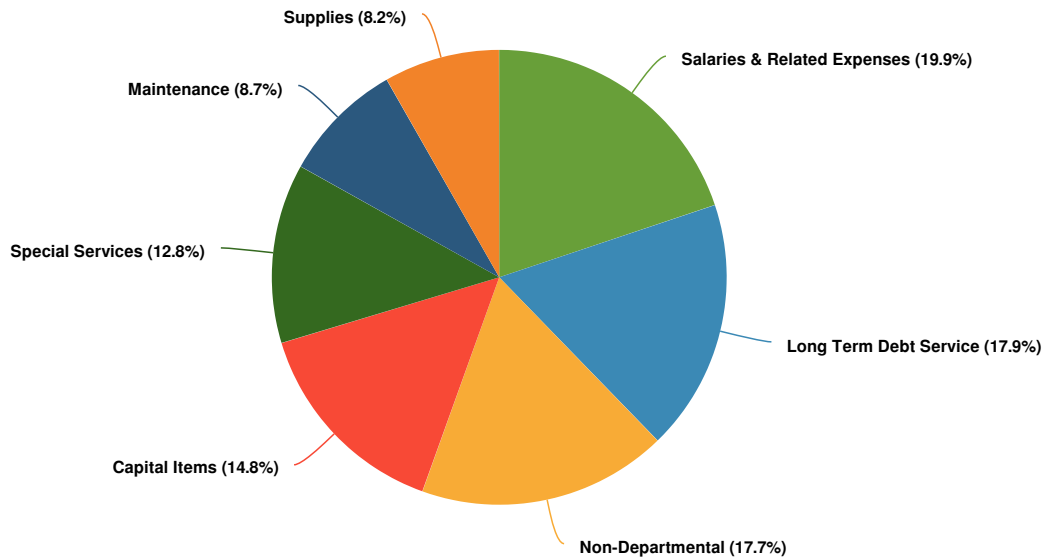
- Maintain a testing program to immediately detect health and/or other non-health related contaminants.
- Fix all leaks immediately as they are detected.
- Continue to improve policy for handling and resolving customer complaints and for on-call procedures.
- Update current preventive maintenance program for manganese treatment units (MTUs), well and booster pumps, chlorinators, water storage reservoirs, etc.
- Sustain and enhance an electrical safety and maintenance program in collaboration with the Wastewater Division.
- Continue to improve the backflow device inspection program.
- Use available continuing education programs to maintain operators' certifications.
- Complete rehabilitation of water storage tanks (#5, #6, and #7).
- Modify the entrance gate for the Public Works yard.
- Complete Well Site 7 capacity improvements.

- Acquire filters for Well Site 5.
- Review and update job descriptions for all grade levels to ensure the compensation structure is not only commensurate with the required skills and demands of each position but is also adequate to attract and retain a skilled workforce in a competitive job market.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Water Division. Salaries and employee related expenses represent the most significant expense type; they comprise 19.9% of the total budgeted amount. The next major expenditure type is long-term debt with a 17.9% allocation, followed by non-departmental expenses with 17.7%, capital items with 14.8%, special services with 12.8%, maintenance with 8.7%, and supplies with 8.2%.

Budgeted Expenditures by Expense Type



The following table presents the Water Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$675,690	\$647,212	\$891,310	\$916,910	2.9%	\$25,600
Supplies	\$218,226	\$220,153	\$335,600	\$380,350	13.3%	\$44,750
Maintenance	\$1,003,622	\$1,001,491	\$505,500	\$399,500	-21%	-\$106,000
Special Services	\$617,368	\$526,882	\$618,240	\$589,100	-4.7%	-\$29,140
Contingencies	\$3,380	\$32,164	\$0	\$0	0%	\$0
Other Financing Sources - Uses	\$133	\$0	\$0	\$0	0%	\$0
Long Term Debt Service	\$417,758	\$400,559	\$826,760	\$825,400	-0.2%	-\$1,360
Non-Departmental	\$362,186	\$602,397	\$737,231	\$819,220	11.1%	\$81,989

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Capital Items	\$42,353	\$14,457	\$1,388,350	\$684,960	-50.7%	-\$703,390
Total Expense Objects:	\$3,340,716	\$3,445,315	\$5,302,991	\$4,615,440	-13%	-\$687,551

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	11.9	12.9	13.3	13.7	0.3
% of city's FTEs				4.16%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Water System Operator	8	8	8	0	-8
Apprentice	0	0	0	4	4
Operator I	0	0	0	3	3
Operator II	0	0	0	1	1
Supervisor	0	0	0	1	1
Chief	0	0	0	2	2
Electrician	0.5	0.5	0.5	0.5	0
Chief Water Operator	1	2	2	0	-2
Assistant Director of Public Work	0.2	0.2	0.5	0.5	0
Water System Supervisor	1	1	1	0	-1
Director of Public Work	0.2	0.2	0.2	0.2	0
Administrative Coordinator	0.5	0.5	0.2	0.2	0
Administrative Assistant	0.3	0.3	0.3	0.3	0
Engineering Technician	0.3	0.3	0.3	0.3	0
Civil Engineering	0	0	0.3	0.3	0
Public Work Project Manager	0	0	0	0.3	0.3
Total	11.9	12.9	13.3	13.7	0.3



WASTEWATER DIVISION

The Wastewater Division is responsible for operation and maintenance of sanitary sewer collection and treatment systems throughout the City. The division maintains wastewater collection and treatment systems and responds to customer complaints involving wastewater problems (including odor control), offering 24-hour emergency on-call service to meet the community's needs.



ACCOMPLISHMENTS FY 2022

- Collected and treated 490,962,414 gallons of solid waste; 291,683,124 gallons at the West Wastewater Treatment Plant and 199,279,290 gallons at the East Wastewater Treatment Plan.
- Completed significant repair and improvement of City wastewater systems:
 1. Lift station #300 rehabilitation (discharge lines).
 2. New electrical panel at lift station #300.
 3. New entrance gate with automatic control at West Wastewater Treatment Plant.
 4. New block wall and gate installation for new port of entry lift station “3” located at 5275 E County 25th Street.
- Successfully completed 36 wastewater service/work orders in the past year and over ten sewer “locates” City-wide.
- Received Council approval for construction of a new West Wastewater Treatment Plant office, shop and storage building totaling \$200,000 and two new Ford F-450 trucks totaling \$70,470.
- Acquired two new Ford F-450 trucks, a towable boom aerial lift, and a new saw cutting machine to improve the efficiency and effectiveness of wastewater operations and maintenance.

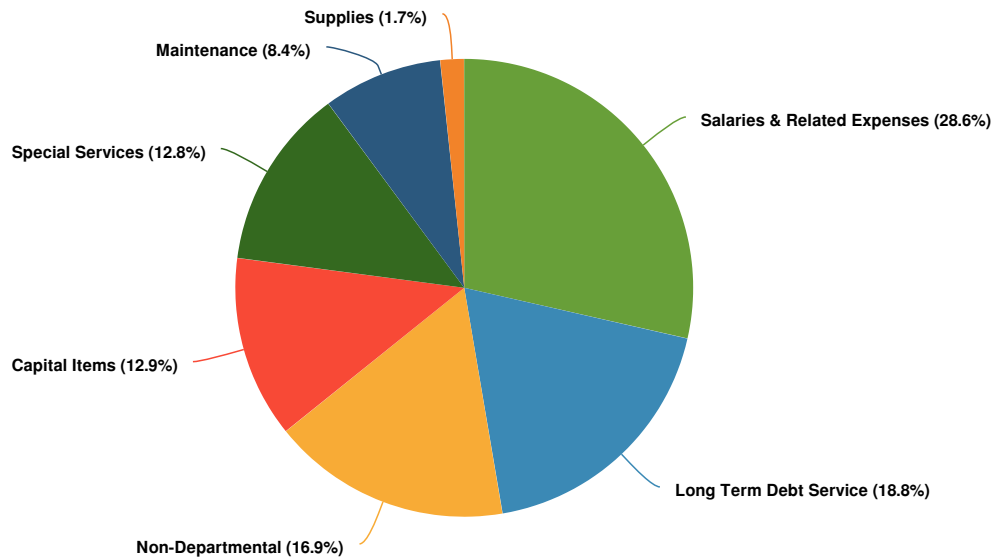
OBJECTIVES FY 2023

- Add two new Wastewater Operator positions.
- Review and update job descriptions for all grade levels to ensure the compensation structure is not only commensurate with the required skills and demands of each position but is also adequate to attract and retain a skilled workforce in a competitive job market.
- Complete construction of new West Wastewater Treatment Plant office, shop and storage building.
- Design and expand the West Wastewater Treatment Plan.
- Rehabilitate the lift station wet well located in Alamos and East Mesa.
- Provide safety improvements to the block wall and automatic gates at East Wastewater Treatment Plant.
- Sustain the current maintenance programs for the City's wastewater treatment and collection systems.
- Continue to improve policy for handling and resolving customer complaints and for on-call procedures.
- Sustain and enhance an electrical safety maintenance program in collaboration with the Water Division.
- Use available continuing education programs to maintain operators' certifications.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Wastewater Division. Salaries and employee related expenses represent the most significant expense type; they comprise 28.6% of the total budgeted amount. The next major expenditure type is long-term debt with an 18.8% allocation, followed by non-departmental expenses with 16.9%, capital items with 12.9%, special services with 12.8%, maintenance with 8.4%, and supplies with 1.7%.

Budgeted Expenditures by Expense Type



The following table presents the Wastewater Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$842,242	\$794,326	\$1,259,130	\$1,510,750	20%	\$251,620
Supplies	\$63,255	\$54,132	\$74,150	\$88,400	19.2%	\$14,250
Maintenance	\$1,374,124	\$1,400,456	\$444,600	\$446,600	0.4%	\$2,000
Special Services	\$524,702	\$596,793	\$595,820	\$676,650	13.6%	\$80,830
Contingencies	-\$31	\$24,694	\$0	\$0	0%	\$0
Other Financing Sources - Uses	\$405	\$0	\$0	\$0	0%	\$0
Long Term Debt Service	\$491,133	-\$2,026	\$993,700	\$991,750	-0.2%	-\$1,950
Non-Departmental	\$317,444	\$651,391	\$799,942	\$893,460	11.7%	\$93,518

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Capital Items	\$13,189	\$20,732	\$1,497,150	\$679,960	-54.6%	-\$817,190
Total Expense Objects:	\$3,626,462	\$3,540,497	\$5,664,492	\$5,287,570	-6.7%	-\$376,922

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	16.9	17.9	20	21.4	1.3
% of city's FTEs				6.51%	
Authorized Personnel/Positions:					
Title	2019-2020	2020-2021	Current 2021-2022	Proposed 2022-2023	Changes 2022-2023
Wastewater Plant Operator	12	13	15	0	-15
Apprentice	0	0	0	3	3
Operator I	0	0	0	8	8
Operator II	0	0	0	3	3
Operator III	0	0	0	2	2
Chief	0	0	0	2	2
Supervisor	0	0	0	1	1
Electrician	0.5	0.5	0.5	0.5	0
Chief Wastewater Plant Operator	2	2	2	0	-2
Assistant Director of Public Work	0.2	0.2	0.2	0.2	0
Wastewater Supervisor	1.0	1.0	1.0	0	-1
Director of Public Work	0.2	0.2	0.2	0.2	0
Administrative Coordinator	0.5	0.5	0.2	0.5	0.3
Administrative Assistant	0.3	0.3	0.3	0	-0.3
Engineering Technician	0.3	0.3	0.3	0.3	0
Civil Engineering	0	0	0.3	0.3	0
Public Work Project Manager	0	0	0	0.3	0.3
Total	16.9	17.9	20	21.4	1.3



SOLID WASTE DIVISION

The Solid Waste Division provides a convenient, affordable, and efficient scheduled residential trash collection service to the residents of the San Luis community. The division also oversees special pickup services, as well as an annual community cleanup campaign to better accommodate community needs. During this cleanup campaign, City residents set out bulky items that are not routinely collected by weekly solid waste collection services.



The division's main goals are to provide a sanitary, debris-free community and the opportunity for City residents to recycle household paper, metals, plastics, and other recyclables.

ACCOMPLISHMENTS FY 2022

- Collected residential waste totaling over 13,211 tons in 2021, compared to over 13,764 tons in the previous year.
- Acquired 624 new solid waste containers at a total cost of \$44,145 to keep pace with rapid residential and commercial growth.
- Collected 419.27 tons of solid waste during the community cleanup campaign, held from September through November 2021.
- Received Council approval for two capital investments in solid waste vehicles and equipment, representing total funding of \$342,677; \$330,587 for a new solid waste truck and \$12,090 for a dump trailer (Diamond).
- Acquired new dump trailer.

OBJECTIVES FY 2023

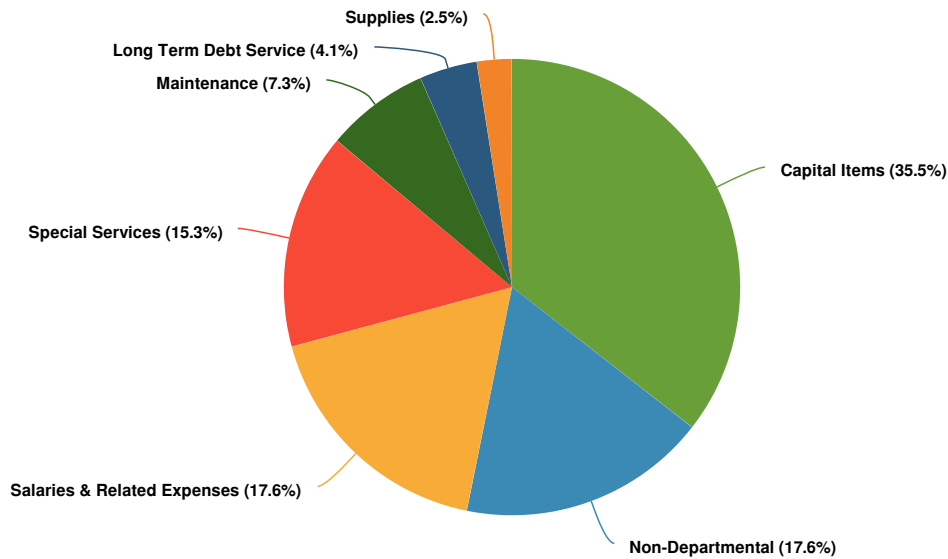
- Add an additional Crew Leader position, Heavy Equipment Operator position, and eight part-time employees to support the City's cleanup campaign.

- Reclassify all Equipment Operator positions to Heavy Equipment Operator positions, consistent with the scope and complexity of the duties that they perform (and consistent with the classification of like positions in other municipalities).
- Provide the most efficient solid waste collection routes.
- Continue to improve policy for handling and resolving customer complaints.
- Acquire an additional new solid waste truck estimated at \$330,587 and a used “rear loader” solid waste truck estimated at \$109,900.
- Provide \$349,100 in funding for a new solid waste truck that was approved and ordered in FY 2022 but will not be delivered until FY 2023.
- Continue efficient solid waste route planning, reducing fuel consumption and fleet maintenance, using GPS monitoring.
- Place containers at strategic locations for collection of recyclables.
- Inform residents of household hazardous waste (HHW) drop off dates and locations in Yuma. Continue to improve policy for handling and resolving customer complaints.

EXPENDITURES BY EXPENSE TYPE

The pie chart below presents the allocation per expense category for the Solid Waste Division. Capital items represent the most significant expense type; they comprise 35.5% of the total budgeted amount. The next major expenditure type is non-departmental expenses with a 17.6% allocation, followed by salaries and employee related expenses with 17.6%, special services with 15.3%, maintenance with 7.3%, long-term debt with 4.1%, and supplies with 2.5%.

Budgeted Expenditures by Expense Type



The following table presents the Solid Waste Division's expenditures for the past 3 years.

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Expense Objects						
Salaries & Related Expenses	\$306,224	\$333,031	\$356,980	\$534,620	49.8%	\$177,640
Supplies	\$22,138	\$51,692	\$63,500	\$75,250	18.5%	\$11,750
Maintenance	\$302,982	\$282,324	\$177,100	\$222,600	25.7%	\$45,500
Special Services	\$385,421	\$440,084	\$430,390	\$464,000	7.8%	\$33,610
Contingencies	-\$80	\$14,130	\$0	\$0	0%	\$0
Other Financing Sources - Uses	\$110	\$0	\$0	\$0	0%	\$0
Long Term Debt Service	\$9,744	\$7,490	\$124,140	\$124,140	0%	\$0
Non-Departmental	\$365,585	\$397,090	\$468,016	\$535,540	14.4%	\$67,524

Name	FY2020 Actuals	FY2021 Actuals	FY2022 Amended Budget	FY2023 Proposed Continuation Budget	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Capital Items	\$0	\$0	\$423,620	\$1,078,285	154.5%	\$654,665
Total Expense Objects:	\$1,392,124	\$1,525,842	\$2,043,746	\$3,034,435	48.5%	\$990,689

POSITIONS SUMMARY SCHEDULE

Staff Summary	Actual 2019/20	Adopted 2020/21	Adopted 2021/22	Proposed 2022/23	Change 2021/22 to 2022/23
Full-time Equivalents (FTE)	5.4	5.4	5.4	7.7	2.3
% of city's FTEs				2.32%	
Authorized Personnel/Positions:					
Title	<u>2019-2020</u>	<u>2020-2021</u>	<u>Current 2021-2022</u>	<u>Proposed 2022-2023</u>	<u>Changes 2022-2023</u>
Heavy Equipment Operator	1	1	1	2	1
Equipment Operator	3.5	3.5	3.5	3.5	0
Assistant Director of Public Work	0.2	0.2	0.2	0.2	0
Director of Public Work	0.2	0.2	0.2	0.2	0
Administrative Coordinator	0.2	0.2	0.2	0.2	0
Administrative Assistant	0.3	0.3	0.3	0.3	0
Crew Leader Supervisor	0	0	0	1	1
Public Work Project Manager	0	0	0	0.3	0.3
Total	5.4	5.4	5.4	7.7	2.3



CAPITAL IMPROVEMENTS



Capital Improvements: One-year Plan

Total Capital Requested

\$25,171,583

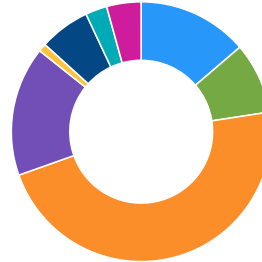
65 Capital Improvement Projects

Total Funding Requested by Department



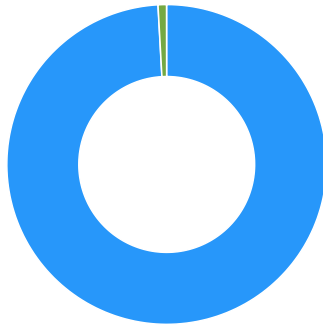
● Economic Development (32%)	\$8,113,662.00
● Police Department (5%)	\$1,192,820.00
● Information Technology (2%)	\$389,191.00
● FD Station 2 (2%)	\$607,000.00
● Parks (3%)	\$630,850.00
● Cultural Center (0%)	\$64,921.69
● Recreation (0%)	\$65,000.00
● Billings & Collections (0%)	\$50,000.00
● Streets (18%)	\$4,626,851.00
● Fire Department (6%)	\$1,548,159.00
● Water Operations (12%)	\$2,955,000.00
● Wastewater Operations (4%)	\$950,000.00
● Fleet Services (10%)	\$2,640,000.00
● Solid Waste (3%)	\$814,255.00
● Facilities (0%)	\$62,223.00
● Municipal Court (0%)	\$40,000.00
● City Prosecutor (0%)	\$40,000.00
● Non Departmental (1%)	\$151,650.00
● Municipal Pool (0%)	\$15,000.00
● City Administration (1%)	\$165,000.00
● Street Repairs & Maintenance (0%)	\$50,000.00
TOTAL	\$25,171,582.69

Total Funding Requested by Source



● General Fund (14%)	\$3,455,075.00
● Highway User Fund (9%)	\$2,227,933.00
● Grant (47%)	\$11,830,840.00
● Impact Fees (16%)	\$4,064,530.00
● Ambulance Services Fund (1%)	\$250,000.00
● Water Fund (6%)	\$1,584,960.00
● Wastewater Fund (3%)	\$679,960.00
● Solid Waste Fund (4%)	\$1,078,285.00
TOTAL	\$25,171,583.00

Capital Costs Breakdown



● Capital Costs (99%)	\$25,171,582.69
● Operational Costs (1%)	\$221,650.00
TOTAL	\$25,393,232.69

Cost Savings & Revenue Breakdown

There's no data for building chart

Municipal Court Requests

Itemized Requests for 2023

Support to Court	\$40,000
Improve Back log in court.	
	Total: \$40,000

Economic Development Requests

Itemized Requests for 2023

Rancho Los Oros Phase II	\$872,701
Rancho Los Oros Phase II improvements. CDBG SSP Application to be submitted in May 2022 or January 2023.	
Downtown Redevelopment Master Plan	\$55,000
The staff contracted with J2 Engineering and Environmental Design to establish and develop a downtown redevelopment plan. The plan was to be funded within two fiscal years, FY 2020-2021 with an allocation of \$49,000 and FY 2021-2022 with an...	
Mesa Street Improvements Phase I	\$1,322,627
CDBG RA Contract with ADOH for Mesa Street Improvements. The project will improve Mesa Alley, construct sidewalks and ADA handicap ramps. The project will also construct Mesa Street with sidewalks, ADA handicap rams and retention perimeter..	
Private ROW Purchase- Cesar Chavez BLVD Project	\$803,816
On July 9, 2012, the City of San Luis entered into an intergovernmental agreement (IGA) with the Arizona Department of Transportation (ADOT) to manage a Federal Highway Administration (FHWA) grant for the development of environmental and design...	
Circulation, O & D and Parking Studies	\$208,605
On October 13, 2021, the City of San Luis awarded a contract to Kimley Horn Inc. for the development of the origin/destination, parking, and circulation study for the amount of \$144,730.00. On January 12, 2022, the contract was amended and...	
Small Business Grant Program	\$200,000
Program Name: Small Business Grant Relief Program Allocation Amount: \$210,000 (includes 5% administration fee) Business Type: Type 1 (\$2,000): hair/nail salons, barber shops, pastry shops, food trucks, florists, food and beverage. Type 2...	
Broadband Regional Commitment	\$2,903,790
Yuma County - American Rescue Plan Act (ARPA) Allocations and Countywide Broadband Middle Mile Fiber Backbone Project.	
Industrial Incentive Policy	\$200,000
The purpose of the policy is to establish a framework for the regulation and coordination of economic development financial investment and to create a return on investment analysis on each project as required by A.R.S. § 9-500.11 or A.R.S...	
Mesa Street Improvements Phase II	\$186,898
Street Improvements, curb and gutters, driveways and other improvements along C Street, E Street, Archibald Street and F Street, complete the work created by Mesa Street Improvements Phase I.	
Downtown Storm Drainage Project	\$60,225
Design of the downtown storm drainage project for a possible CDBG SSP Application for FY 2023	
Down Town Parking Lot	\$300,000
Construct a parking lot in the downtown area.	
Cesar Chavez Blvd. Project Design	\$1,000,000
Project is 30% design, proposed to design project to 100%	
Total: \$8,113,662	



Fire Department Requests

Itemized Requests for 2023

Fire truck	\$1,548,159
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San Luis is requesting a purchase of a ladder truck to be able to continue the same level of care and keep its ISO rating.

Total: \$1,548,159

FD Station 2 Requests

Itemized Requests for 2023

Fire Station #2	\$607,000
------------------------	------------------

With the price of construction going up we need to budget a little more money for construction costs.

Total: \$607,000

Police Department Requests

Itemized Requests for 2023

New Police Station East-Carryover funds from FY22 CIP plus additional funds to complete the project	\$750,000
--	------------------

Estimated total cost to build a new police station east. The funds were granted as a FY2022 CIP project and the project has not been completed. \$30,000 was approved for Conceptual Design as a CIP project and as of now...

Replacement Patrol Vehicles-Carryover funds from FY22 CIP	\$372,820
--	------------------

Funds were approved as a FY22 CIP project for replacement Patrol Vehicles. The vehicles and equipment were ordered in August 2021, and still have not arrived to the vendor due to a nation wide shortage of vehicle production. We are...

Communications tower and equipment for new Police Station	\$45,000
--	-----------------

The San Luis Police Department will be adding a communications tower and all related equipment to provide service to the new Police Station.

Police SFR Grant FY 2023	\$25,000
---------------------------------	-----------------

Equipment fund with Grants.

Total: \$1,192,820



Parks Requests

Itemized Requests for 2023

Madvac LP61-G Portable Litter Vacuum **\$21,480**

The Parks Department would like to purchase a Madvac LP61-G Portable litter vacuum. This is a LP61 gasoline skid equipment that includes a 360 rotating vacuum hose support boom, exhaust bag dust control system, emergency stop button and standard...

San Luis Veterans Memorial Park **\$255,370**

San Luis Veteran Memorial Park

East San Luis Community Park **\$300,000**

Budget request to continue with the East San Luis Community Park that is in construction.

From FY 2022 Playground Equipment For PPEP Park **\$54,000**

Purchase of playground equipment for the PPEP Park was approved in CIP FY 2022 that will arrive after June 30, 2022.

Total: \$630,850

Cultural Center Requests

Itemized Requests for 2023

Cultural Center Garden Area **\$64,922**

The Cesar Chavez Cultural Center would like to expand its facility to create a garden area. This area would be coming out of the Multipurpose Room exit doors and would create an outside area that vendors and residents could rent. This would create...

Total: \$64,922

Billings & Collections Requests

Itemized Requests for 2023

Utility Assistance Program - ARPA Funds **\$50,000**

Billing & Collections is requesting \$50,000.00 from the ARPA funds to implement a low-income water program to assist the residents of San Luis with their water utility payments. The purpose of this funding is to create a program in which...

Total: \$50,000

Facilities Requests

Itemized Requests for 2023

A/C's - 5 Ton Trane Package H/P **\$62,223**

I have included \$\$ for seven 5 ton A/C units. We only replace an a/c when there are too many problems and it would cost us more to repair than to install a new one.

Total: \$62,223



Streets Requests

Itemized Requests for 2023

4th Ave/Cesar Chavez Blvd Improvements Phase 2 and Traffic Signal **\$900,000**

This project is a continuation of the FY16 1st Ave/4th Ave Improvement Project Phase 1. This Phase 2 project provides a new traffic signal light on 4th Ave and Cesar Chavez Blvd, new land acquisition, roadway improvements on Cesar Chavez Blvd, and...

Co. 22nd St/4th Ave Traffic Signal & Expansion (Ph 2, Continued) **\$150,000**

This project provides a new traffic signal light incidental to the previously-completed expansion of the County 22nd and 4th Ave intersection. The project will improve traffic flow during peak hours and increase safety. Currently, 4th Ave is...

Pavement Preservation Project (PPP) FY 2023 **\$250,000**

This project provides pavement preservation as part of the yearly general maintenance of the City roadway system. During the past several years, we completed crack seal and slurry sealing on over 90 percent of the City streets, a vast improvement...

ARPA - Sidewinder Rd/Co 22nd St Intersection Widening **\$171,212**

This project widens the Sidewinder Rd and CO 22nd St intersection. The project adds turning lanes and adequate traffic "stacking" for north bound, east bound, and west bound lanes. The intent is to increase and improve traffic flow...

New (Replacement) HU Shop/Office/Storage Bldg. **\$50,000**

This project provides a new office/shop/storage building for the Highway Users (HU) Division in the Public Works yard. The new building will provide a centralized location for HU operations and consist of storage, traffic sign/stripping management,...

F Street Widening Design (between Cesar Chavez Blvd and San Luis Lane) - Design & Right-of-Way **\$50,000**

FY23 - Design & R/W - This project (design & right-of-way portion) provides for fulfillment of the City of San Luis' funding responsibility for the full roadway width required by the City's Public Works Standards. FY25 - Ave F...

Additional Street Lighting **\$50,000**

This project provides for lighting of selected pedestrian sidewalks/walkways throughout the City to enhance both safety and quality-of-life.

ARPA - Co. 24th St - Ave H to Ave F1/2 Roadway Project (Between 10th Ave and Ave F1/2) **\$2,500,000**

Provides for construction of the Co. 24th Road between Ave F1/2 and 10th Ave. This project would help to alleviate some of the heavy traffic from Cesar Chavez Blvd. and would create a secondary access road connecting to the East San Luis...

ARPA - East San Luis Community Park - Perimeter Street Improvements 24th St **\$205,639**

Provides for the construction of a halfway road on the Park, PD and FD substations development. FUNDED BY ARPA.

10th Ave/Cesar Chavez Traffic Signal **\$200,000**

This project provides a new traffic signal light incidental to the expansion of the Cesar Chavez Blvd / 10th Ave intersection expansion. The project will enable enhanced traffic flow through the intersection, particularly during peak hours,...

New Traffic Signal or Roundabout, Ave E and Co 24th St **\$50,000**

This project is required to improve traffic safety and vehicular flow at this targeted intersection.

New Traffic Signal, Ave F and Co 24th St **\$50,000**

This project is required to improve traffic safety and vehicular flow at this targeted intersection.

Total: \$4,626,851



Water Operations Requests

Itemized Requests for 2023

Water Storage Tank (#5, #6, #7) Rehabilitation Project **\$1,200,000**

This project for restoration/recoating of water storage tanks #5, #6, and #7 is required to ensure the integrity/longevity of the tanks, while preventing adverse impact to water quality. Projects for rehabilitation of these tanks were approved in...

Well Site 5, Well, Filters **\$900,000**

Provides additional water production and treatment capability at this targeted location. Right-sizes the City's water production/treatment infrastructure to ensure continued adequate, reliable service for the community.

Well Site #7, Capacity Improvements **\$800,000**

Design Distribution System Improvements Electrical Service/MCCs Improvements Right-sizes the City's water production/treatment/distribution infrastructure to ensure continued adequate reliable service to the community.

Entrance Gate for Public Works Yard **\$55,000**

This project provides for the replacement and remodel of the Public Works Yard entrance gate. This will enhance the safety of employees and public facility security.

Total: \$2,955,000

Wastewater Operations Requests

Itemized Requests for 2023

West Wastewater Treatment Plant Expansion - Design **\$600,000**

This project (design only at this time) provides for design development of the future expansion of the City's West Wastewater Treatment Plant to address current and projected growth in wastewater treatment demand. Right-sizes the...

Lift Station Wet Well Rehabilitation (Alamos & East Mesa) **\$210,000**

This project provides for sorely needed rehabilitation of the Alamos Lift Station and Eat Mesa Lift Station, to include replacing sanitary sewer pipes, brackets, and elbows. Following 14 years of operation in an extremely corrosive environment,...

Safety Improvements, East WWTP (Block Wall and Automatic Gates) **\$100,000**

This project provides for needed safety improvements at the East Wastewater Treatment Plant (WWTP, to include a block wall and new automatic opening and closing of gates. Completion of this requirement will improve both the safety and security of...

East Wastewater Treatment Plant Expansion **\$40,000**

This project provides for the future expansion of the City's East Wastewater Treatment Plant to address projected growth in wastewater treatment demand. THIS PROJECT MAY USE ARPA FUNDS.

Total: \$950,000



Fleet Services Requests

Itemized Requests for 2023

New Fleet Services Shop **\$2,640,000**

Provides for construction of a new/replacement Fleet Services shop facility. Design for this project was completed in prior fiscal years, and initial site work (e.g., grading and ordering of a pre-engineered facility) is was completed in FY2022....

Total: \$2,640,000

Solid Waste Requests

Itemized Requests for 2023

Solid Waste Truck (Replacement) **\$349,100**

A new solid waste truck is required to replace an old/deteriorating truck that is posing reliability/maintainability concerns for the City and incurring increasing operation/maintenance costs. Compatible replacement parts are becoming increasingly...

Used "Rear Loader" Solid Waste Truck **\$116,055**

A "rear loader" vehicle is required to improve both the safety and efficiency of uncontainerized solid waste loading and unloading operations, particularly mixed debris that is collected during the City's community cleanup...

From FY 2022 - Solid Waste Truck - Replacement **\$349,100**

THIS PURCHASE WAS APPROVED FOR FY2022 - TRUCK PO WAS DONE IN JULY 2021 BUT DUE TO SUPPLY-CHAIN ISSUES, TRUCK WONT ARRIVE BEFORE THE END OF THE FY22. A new solid waste truck is required to replace an old/deteriorating truck that is...

Total: \$814,255

Information Technology Requests

Itemized Requests for 2023

Surface Pro with accessories **\$39,000**

Replacement of out of warranty iPads. The City of San Luis is currently using iPads but they are limited to what we can do with them. A Surface Pro would be more beneficial to Department Heads because it will allow them to work remotely...

Darktrace cybersecurity system **\$37,600**

Darktrace is a modern cybersecurity system that monitors a network for unusual behavior. The unusual activity is recorded and represented in a graphical user interface which allows cyber analysts to identify root causes of attacks as well as the...

Microsoft Office 365 (plan g3) **\$54,500**

Microsoft Office 365 is cloud-based software as a service that provides several applications necessary for modern-day operations. Applications offered through this subscription include onedrive, email service, sharepoint, office for the web, and...

Splunk System Logs/Reporting software **\$13,091**

Cybersecurity to monitor the system we have.

Fiber optic Youth Center **\$40,000**

Improve Connectivity

IT Network equipment, Ave F **\$40,000**

To provide data, voice, cybersecurity to PF & FD substations.

Fiber Optic construction for east side **\$75,000**

Need for the facilities on the east side of San Luis.

Communications Tower and Equipment East **\$45,000**

Wastewater Infrastructure.

Communications Tower and Equipment West **\$45,000**

Wastewater infrastructure.

Total: \$389,191

Recreation Requests

Itemized Requests for 2023

Recreation Building Expansion **\$65,000**

The Recreation Department would like to expand their facility to hold 2 offices and a conference room. Staff believe that in order to offer better services to the community, it is necessary to expand their current office to have space for...

Total: \$65,000



City Prosecutor Requests

Itemized Requests for 2023

Support to Prosecution	\$40,000
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Improve Back log in prosecution.

Total: \$40,000

Non Departmental Requests

Itemized Requests for 2023

Citywide Classification and Compensation Project	\$151,650
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Classification and Compensation Consulting Services

Total: \$151,650

Municipal Pool Requests

Itemized Requests for 2023

Design New Municipal Court	\$15,000
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The project will be a conceptual design the new municipal court building.

Total: \$15,000

City Administration Requests

Itemized Requests for 2023

City Hall Building Expansion	\$165,000
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The project will design and expand the City Hall.

Total: \$165,000

Street Repairs & Maintenance Requests

Itemized Requests for 2023

Street Lights 6th Ave	\$50,000
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Additional street lights on Ave 6th.

Total: \$50,000

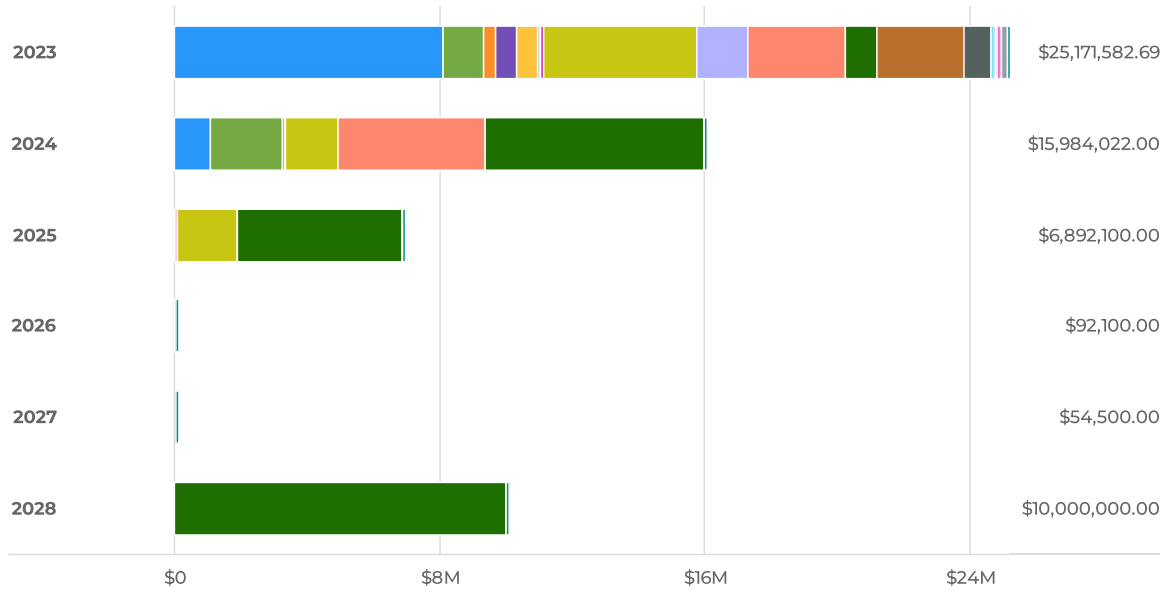


Capital Improvements: Multi-year Plan

Total Capital Requested \$58,194,305

69 Capital Improvement Projects

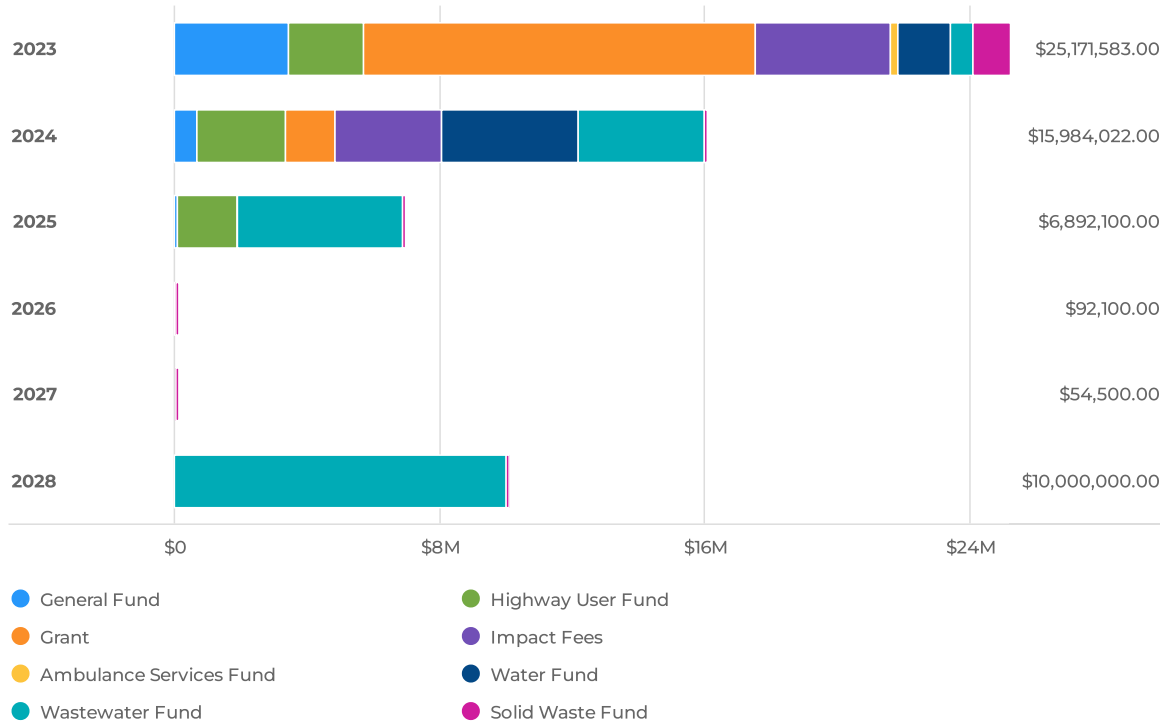
Total Funding Requested by Department



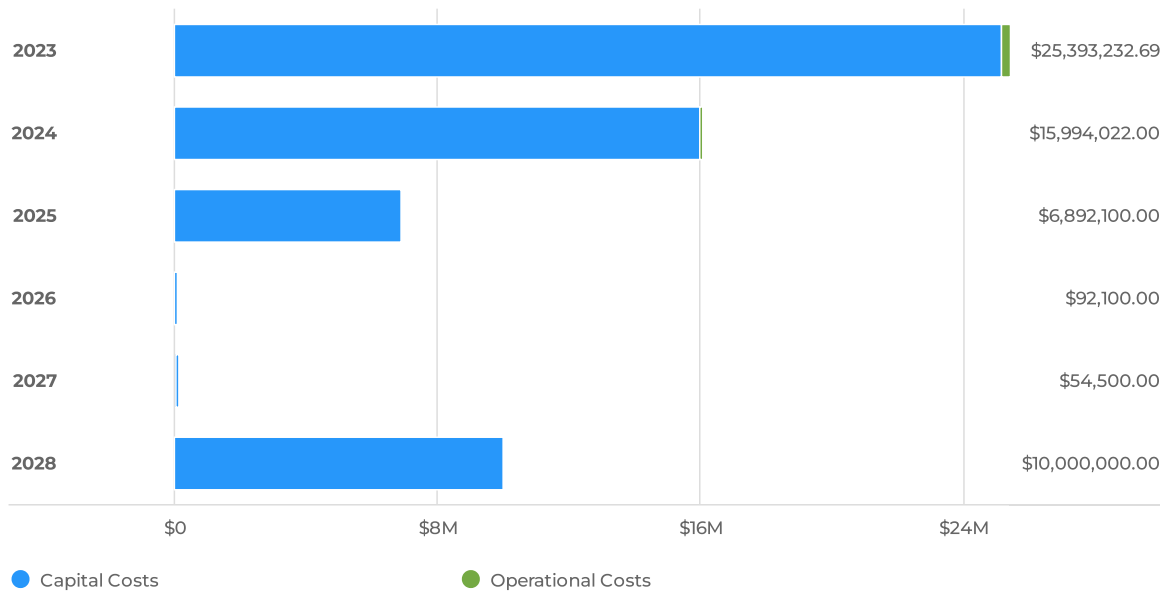
- Economic Development
- Information Technology
- Parks
- Recreation
- Streets
- Water Operations
- Fleet Services
- Facilities
- City Prosecutor
- Municipal Pool
- Street Repairs & Maintenance
- Police Department
- FD Station 2
- Cultural Center
- Billings & Collections
- Fire Department
- Wastewater Operations
- Solid Waste
- Municipal Court
- Non Departmental
- City Administration



Total Funding Requested by Source



Capital Costs Breakdown



Cost Savings & Revenues

There's no data for building chart



Municipal Court Requests

Itemized Requests for 2023-2033

Support to Court	\$40,000
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Improve Back log in court.

Total: \$40,000



Economic Development Requests

Itemized Requests for 2023-2033

Rancho Los Oros Phase II	\$872,701
Rancho Los Oros Phase II improvements. CDBG SSP Application to be submitted in May 2022 or January 2023.	
Downtown Redevelopment Master Plan	\$55,000
The staff contracted with J2 Engineering and Environmental Design to establish and develop a downtown redevelopment plan. The plan was to be funded within two fiscal years, FY 2020-2021 with an allocation of \$49,000 and FY 2021-2022 with an...	
Mesa Street Improvements Phase I	\$1,322,627
CDBG RA Contract with ADOH for Mesa Street Improvements. The project will improve Mesa Alley, construct sidewalks and ADA handicap ramps. The project will also construct Mesa Street with sidewalks, ADA handicap rams and retention perimeter..	
Private ROW Purchase- Cesar Chavez BLVD Project	\$1,175,738
On July 9, 2012, the City of San Luis entered into an intergovernmental agreement (IGA) with the Arizona Department of Transportation (ADOT) to manage a Federal Highway Administration (FHWA) grant for the development of environmental and design...	
Circulation, O & D and Parking Studies	\$208,605
On October 13, 2021, the City of San Luis awarded a contract to Kimley Horn Inc. for the development of the origin/destination, parking, and circulation study for the amount of \$144,730.00. On January 12, 2022, the contract was amended and...	
Small Business Grant Program	\$200,000
Program Name: Small Business Grant Relief Program Allocation Amount: \$210,000 (includes 5% administration fee) Business Type: Type 1 (\$2,000): hair/nail salons, barber shops, pastry shops, food trucks, florists, food and beverage. Type 2...	
Broadband Regional Commitment	\$2,903,790
Yuma County - American Rescue Plan Act (ARPA) Allocations and Countywide Broadband Middle Mile Fiber Backbone Project.	
Industrial Incentive Policy	\$200,000
The purpose of the policy is to establish a framework for the regulation and coordination of economic development financial investment and to create a return on investment analysis on each project as required by A.R.S. § 9-500.11 or A.R.S...	
Mesa Street Improvements Phase II	\$186,898
Street Improvements, curb and gutters, driveways and other improvements along C Street, E Street, Archibald Street and F Street, complete the work created by Mesa Street Improvements Phase I.	
Downtown Storm Drainage Project	\$60,225
Design of the downtown storm drainage project for a possible CDBG SSP Application for FY 2023	
Down Town Parking Lot	\$300,000
Construct a parking lot in the downtown area.	
Cesar Chavez Blvd. Project Design	\$1,700,000
Project is 30% design, proposed to design project to 100%	
Total: \$9,185,584	



Fire Department Requests

Itemized Requests for 2023-2033

Fire truck	\$1,548,159
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San Luis is requesting a purchase of a ladder truck to be able to continue the same level of care and keep its ISO rating.

Total: \$1,548,159

FD Station 2 Requests

Itemized Requests for 2023-2033

Fire Station #2	\$607,000
------------------------	------------------

With the price of construction going up we need to budget a little more money for construction costs.

Total: \$607,000

Police Department Requests

Itemized Requests for 2023-2033

8 New Ford F150 Patrol Trucks	\$560,000
--------------------------------------	------------------

The San Luis Police Department has 8 vehicles that are very far over mileage or exceed 10 years old. We will also be requesting new officers to add to our staff, and will need more vehicles as all current vehicles are already assigned to...

New Police Station East-Carryover funds from FY22 CIP plus additional funds to complete the project	\$2,360,000
--	--------------------

Estimated total cost to build a new police station east. The funds were granted as a FY2022 CIP project and the project has not been completed. \$30,000 was approved for Conceptual Design as a CIP project and as of now...

Replacement Patrol Vehicles-Carryover funds from FY22 CIP	\$372,820
--	------------------

Funds were approved as a FY22 CIP project for replacement Patrol Vehicles. The vehicles and equipment were ordered in August 2021, and still have not arrived to the vendor due to a nation wide shortage of vehicle production. We are...

Communications tower and equipment for new Police Station	\$45,000
--	-----------------

The San Luis Police Department will be adding a communications tower and all related equipment to provide service to the new Police Station.

Police SFR Grant FY 2023	\$25,000
---------------------------------	-----------------

Equipment fund with Grants.

Total: \$3,362,820



Parks Requests

Itemized Requests for 2023-2033

Madvac LP61-G Portable Litter Vacuum **\$21,480**

The Parks Department would like to purchase a Madvac LP61-G Portable litter vacuum. This is a LP61 gasoline skid equipment that includes a 360 rotating vacuum hose support boom, exhaust bag dust control system, emergency stop button and standard...

San Luis Veterans Memorial Park **\$255,370**

San Luis Veteran Memorial Park

East San Luis Community Park **\$300,000**

Budget request to continue with the East San Luis Community Park that is in construction.

From FY 2022 Playground Equipment For PPEP Park **\$54,000**

Purchase of playground equipment for the PPEP Park was approved in CIP FY 2022 that will arrive after June 30, 2022.

Total: \$630,850

Cultural Center Requests

Itemized Requests for 2023-2033

Cultural Center Garden Area **\$64,922**

The Cesar Chavez Cultural Center would like to expand its facility to create a garden area. This area would be coming out of the Multipurpose Room exit doors and would create an outside area that vendors and residents could rent. This would create...

Total: \$64,922

Billings & Collections Requests

Itemized Requests for 2023-2033

Utility Assistance Program - ARPA Funds **\$50,000**

Billing & Collections is requesting \$50,000.00 from the ARPA funds to implement a low-income water program to assist the residents of San Luis with their water utility payments. The purpose of this funding is to create a program in which...

Total: \$50,000

Facilities Requests

Itemized Requests for 2023-2033

A/C's - 5 Ton Trane Package H/P **\$62,223**

I have included \$\$ for seven 5 ton A/C units. We only replace an a/c when there are too many problems and it would cost us more to repair than to install a new one.

Total: \$62,223



Streets Requests

Itemized Requests for 2023-2033

4th Ave/Cesar Chavez Blvd Improvements Phase 2 and Traffic Signal **\$900,000**

This project is a continuation of the FY16 1st Ave/4th Ave Improvement Project Phase 1. This Phase 2 project provides a new traffic signal light on 4th Ave and Cesar Chavez Blvd, new land acquisition, roadway improvements on Cesar Chavez Blvd, and...

Co. 22nd St/4th Ave Traffic Signal & Expansion (Ph 2, Continued) **\$150,000**

This project provides a new traffic signal light incidental to the previously-completed expansion of the County 22nd and 4th Ave intersection. The project will improve traffic flow during peak hours and increase safety. Currently, 4th Ave is...

Pavement Preservation Project (PPP) FY 2023 **\$250,000**

This project provides pavement preservation as part of the yearly general maintenance of the City roadway system. During the past several years, we completed crack seal and slurry sealing on over 90 percent of the City streets, a vast improvement...

ARPA - Sidewinder Rd/Co 22nd St Intersection Widening **\$171,212**

This project widens the Sidewinder Rd and CO 22nd St intersection. The project adds turning lanes and adequate traffic "stacking" for north bound, east bound, and west bound lanes. The intent is to increase and improve traffic flow...

New (Replacement) HU Shop/Office/Storage Bldg. **\$300,000**

This project provides a new office/shop/storage building for the Highway Users (HU) Division in the Public Works yard. The new building will provide a centralized location for HU operations and consist of storage, traffic sign/stripping management,...

F Street Widening Design (between Cesar Chavez Blvd and San Luis Lane) - Design & Right-of-Way **\$1,850,000**

FY23 - Design & R/W - This project (design & right-of-way portion) provides for fulfillment of the City of San Luis' funding responsibility for the full roadway width required by the City's Public Works Standards. FY25 - Ave F...

Additional Street Lighting **\$50,000**

This project provides for lighting of selected pedestrian sidewalks/walkways throughout the City to enhance both safety and quality-of-life.

ARPA - Co. 24th St - Ave H to Ave F1/2 Roadway Project (Between 10th Ave and Ave F1/2) **\$2,500,000**

Provides for construction of the Co. 24th Road between Ave F1/2 and 10th Ave. This project would help to alleviate some of the heavy traffic from Cesar Chavez Blvd. and would create a secondary access road connecting to the East San Luis...

ARPA - East San Luis Community Park - Perimeter Street Improvements 24th St **\$205,639**

Provides for the construction of a halfway road on the Park, PD and FD substations development. FUNDED BY ARPA.

10th Ave/Cesar Chavez Traffic Signal **\$700,000**

This project provides a new traffic signal light incidental to the expansion of the Cesar Chavez Blvd / 10th Ave intersection expansion. The project will enable enhanced traffic flow through the intersection, particularly during peak hours,...

New Traffic Signal or Roundabout, Ave E and Co 24th St **\$550,000**

This project is required to improve traffic safety and vehicular flow at this targeted intersection.

New Traffic Signal, Ave F and Co 24th St **\$400,000**

This project is required to improve traffic safety and vehicular flow at this targeted intersection.

Total: \$8,026,851



Water Operations Requests

Itemized Requests for 2023-2033

Water Storage Tank (#5, #6, #7) Rehabilitation Project **\$1,200,000**

This project for restoration/recoating of water storage tanks #5, #6, and #7 is required to ensure the integrity/longevity of the tanks, while preventing adverse impact to water quality. Projects for rehabilitation of these tanks were approved in...

Well Site 5, Well, Filters **\$1,800,000**

Provides additional water production and treatment capability at this targeted location. Right-sizes the City's water production/treatment infrastructure to ensure continued adequate, reliable service for the community.

Abandon Well Sites 1 and 2 **\$50,000**

This project provides for capping and all related environmental protection measures associated with abandoning well sites 1 and 2 that are no longer required for production of City water. Provides a cost avoidance for the City in terms of...

Well Site #7, Capacity Improvements **\$800,000**

Design Distribution System Improvements Electrical Service/MCCs Improvements Right-sizes the City's water production/treatment/distribution infrastructure to ensure continued adequate reliable service to the community.

Well Site #7 Expansion **\$3,500,000**

Provides additional water production and treatment capability at this targeted location. (New Well, MCC, Storage Tank and Treatment System). Right-sizes the City's water production/treatment/distribution infrastructure to ensure continued...

Entrance Gate for Public Works Yard **\$55,000**

This project provides for the replacement and remodel of the Public Works Yard entrance gate. This will enhance the safety of employees and public facility security.

Total: \$7,405,000



Wastewater Operations Requests

Itemized Requests for 2023-2033

West Wastewater Treatment Plant Expansion - Design **\$12,000,000**

This project (design only at this time) provides for design development of the future expansion of the City's West Wastewater Treatment Plan to address current and projected growth in wastewater treatment demand. Right-sizes the...

Lift Station Wet Well Rehabilitation (Alamos & East Mesa) **\$210,000**

This project provides for sorely needed rehabilitation of the Alamos Lift Station and Eat Mesa Lift Station, to include replacing sanitary sewer pipes, brackets, and elbows. Following 14 years of operation in an extremely corrosive environment,...

Safety Improvements, East WWTP (Block Wall and Automatic Gates) **\$100,000**

This project provides for needed safety improvements at the East Wastewater Treatment Plant (WWTP, to include a block wall and new automatic opening and closing of gates. Completion of this requirement will improve both the safety and security of...

From FY 2022 - New West WWTP Office/Shop/Storage Bldg. **\$200,000**

Provides for construction of a new office/shop/storage building at the West Waste Water Treatment Plant (WWTP). Currently, the West WWTP does not have sufficient/adequate space for assigned personnel and support operations. This facility will...

East Wastewater Treatment Plant Expansion **\$10,040,000**

This project provides for the future expansion of the City's East Wastewater Treatment Plan to address projected growth in wastewater treatment demand. THIS PROJECT MAY USE ARPA FUNDS.

Total: \$22,550,000

Fleet Services Requests

Itemized Requests for 2023-2033

New Fleet Services Shop **\$2,640,000**

Provides for construction of a new/replacement Fleet Services shop facility. Design for this project was completed in prior fiscal years, and initial site work (e.g., grading and ordering of a pre-engineered facility) is completed in FY2022....

Total: \$2,640,000



Solid Waste Requests

Itemized Requests for 2023-2033

Solid Waste Truck (Replacement) \$349,100

A new solid waste truck is required to replace an old/deteriorating truck that is posing reliability/maintainability concerns for the City and incurring increasing operation/maintenance costs. Compatible replacement parts are becoming increasingly...

Used "Rear Loader" Solid Waste Truck \$116,055

A "rear loader" vehicle is required to improve both the safety and efficiency of uncontainerized solid waste loading and unloading operations, particularly mixed debris that is collected during the City's community cleanup...

From FY 2022 - Solid Waste Truck - Replacement \$349,100

THIS PURCHASE WAS APPROVED FOR FY2022 - TRUCK PO WAS DONE IN JULY 2021 BUT DUE TO SUPPLY-CHAIN ISSUES, TRUCK WONT ARRIVE BEFORE THE END OF THE FY22. A new solid waste truck is required to replace an old/deteriorating truck that is...

Total: \$814,255



Information Technology Requests

Itemized Requests for 2023-2033

Surface Pro with accessories **\$39,000**

Replacement of out of warranty iPads. The City of San Luis is currently using iPads but they are limited to what we can do with them. A Surface Pro would be more beneficial to Department Heads because it will allow them to work remotely...

Darktrace cybersecurity system **\$150,400**

Darktrace is a modern cybersecurity system that monitors a network for unusual behavior. The unusual activity is recorded and represented in a graphical user interface which allows cyber analysts to identify root causes of attacks as well as the...

Microsoft Office 365 (plan g3) **\$272,500**

Microsoft Office 365 is cloud-based software as a service that provides several applications necessary for modern-day operations. Applications offered through this subscription include onedrive, email service, sharepoint, office for the web, and...

Splunk System Logs/Reporting software **\$13,091**

Cybersecurity to monitor the system we have.

Fiber optic Youth Center **\$40,000**

Improve Connectivity

IT Network equipment, Ave F **\$40,000**

To provide data, voice, cybersecurity to PF & FD substations.

Fiber Optic construction for east side **\$75,000**

Need for the facilities on the east side of San Luis.

Communications Tower and Equipment East **\$45,000**

Wastewater Infrastructure.

Communications Tower and Equipment West **\$45,000**

Wastewater infrastructure.

Total: \$719,991

Recreation Requests

Itemized Requests for 2023-2033

Recreation Building Expansion **\$65,000**

The Recreation Department would like to expand their facility to hold 2 offices and a conference room. Staff believe that in order to offer better services to the community, it is necessary to expand their current office to have space for...

Total: \$65,000



City Prosecutor Requests

Itemized Requests for 2023-2033

Support to Prosecution	\$40,000
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Improve Back log in prosecution.

Total: \$40,000

Non Departmental Requests

Itemized Requests for 2023-2033

Citywide Classification and Compensation Project	\$151,650
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Classification and Compensation Consulting Services

Total: \$151,650

Municipal Pool Requests

Itemized Requests for 2023-2033

Design New Municipal Court	\$15,000
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The project will be a conceptual design the new municipal court building.

Total: \$15,000

City Administration Requests

Itemized Requests for 2023-2033

City Hall Building Expansion	\$165,000
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The project will design and expand the City Hall.

Total: \$165,000

Street Repairs & Maintenance Requests

Itemized Requests for 2023-2033

Street Lights 6th Ave	\$50,000
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Additional street lights on Ave 6th.

Total: \$50,000



FUNDING SOURCES

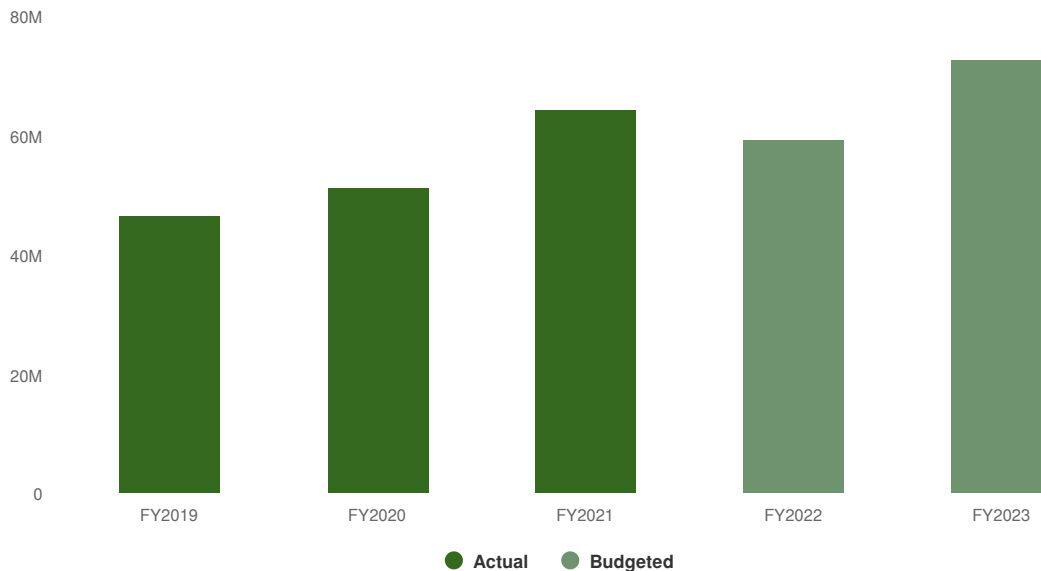


Revenues Summary

The total FY 2023 Revenue for the City of San Luis is \$72.7 million. The information below excludes the San Luis Detention Facility, which is a separate component from the City. For FY 2023 revenues we are expecting an increase of 22.37% when compared to the FY 2022 budget. The main factor driving this increase is the American Rescue Plan grant funds from the federal government, along with a conservative increase in local sales tax revenue. Forecast assumptions include a correction to the normal growth trend as the current consumer spending driven by stimulus, high asset values and post-pandemic spending spree is not expected to be sustained.

\$72,722,048 **\$13,292,597**
(22.37% vs. prior year)

Revenues Proposed and Historical Budget vs. Actual



Historically, revenues have increased consistently by an average of 9%. Due to the COVID pandemic, we expected to see considerable decreases in revenues. However, in FY 2020 we experienced a 10% increase when compared with FY 2019. The main reason to see a steady increase in FY 2020 was the aid relief assistance the federal government provided to local governments and residents. Stimulus money was pumped into the economy, helping offset the negative economic effects of COVID.

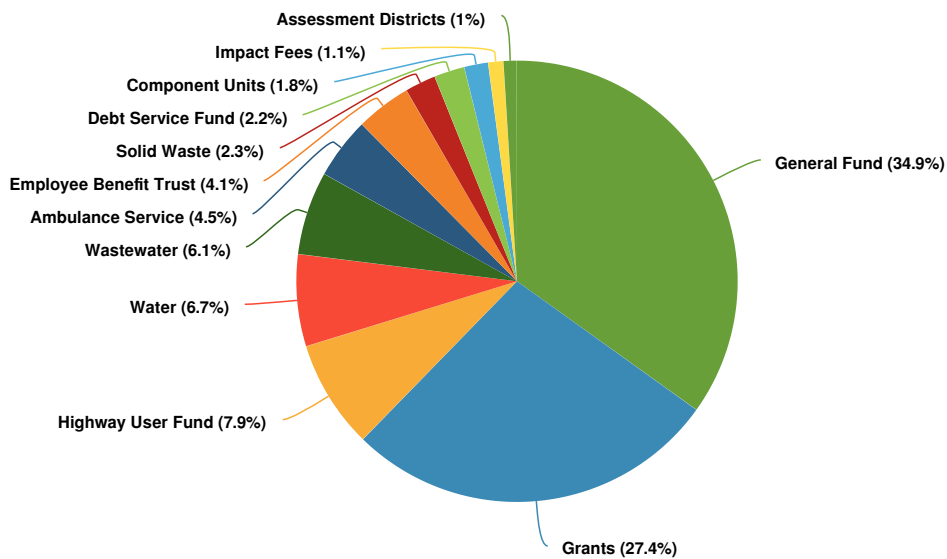
In FY 2021 we experienced a 26% increase in revenues due to a combination of COVID aid relief grants from the federal government and the issuance of 9.2 million bonds to pay for the unfunded liabilities for the police and fire pension plans. In FY 2022 we projected an 8% decrease in revenues when compared to FY 2021. In FY 2022 we received the first tranche of the American Rescue Plan Act grant.

However, we did not experience another significant source of revenue as we experienced in FY 2021. For FY 2023 we are projecting a 22% increase in revenues. The main factors driving this increase are the ARPA grant funds, and a conservative increase in local sales and intergovernmental tax revenue.

Revenue by Fund

The chart below presents the distribution of revenues by fund. The General Fund is 34.9% of all revenues, and for the first time grant revenues represent the second largest source of revenue for the City. Mainly to the Federal Assistance grants from the federal government. The highway user fund comprises 7.9% of the total revenue share. The Proprietary Funds, which include Water, Waste Water, Ambulance Services, Solid Waste and the Component units, represent 21.4%. The Employee Benefit Trust, Debt Service Fund, Impact Fees and Assessment Districts comprised 4.1%, 2.2%, 1.1% and 1% respectively.

2023 Revenue by Fund



The table below provides details of the historical revenue trends for the past two years.

Name	FY2020 Actuals	FY2022 Amended Budget	FY2023 Budgeted	FY2022 Amended Budget vs. FY2023 Budgeted (% Change)	FY2022 Amended Budget vs. FY2023 Budgeted (\$ Change)
General Fund					
Taxes	\$11,076,289	\$12,048,730	\$12,945,550	7.4%	\$896,820
Intergovernmental	\$9,267,561	\$10,294,803	\$10,812,650	5%	\$517,847
Licenses & Permits	\$1,053,843	\$974,220	\$780,240	-19.9%	-\$193,980
Other Revenue	\$92,639	\$77,900	\$77,900	0%	\$0
Charges For Services	\$55,592	\$44,650	\$44,650	0%	\$0



Name	FY2020 Actuals	FY2022 Amended Budget	FY2023 Budgeted	FY2022 Amended Budget vs. FY2023 Budgeted (% Change)	FY2022 Amended Budget vs. FY2023 Budgeted (\$ Change)
Rent	\$1,476,480	\$503,300	\$503,300	0%	\$0
Fines & Forfeits	\$267,826	\$198,740	\$198,740	0%	\$0
Interest Revenue	\$158,956	\$16,100	\$16,100	0%	\$0
Other Financing Sources	\$42,303	\$0	\$0	0%	\$0
Total General Fund:	\$23,491,491	\$24,158,443	\$25,379,130	5.1%	\$1,220,687
Highway User Fund					
Other Revenue	\$0	\$250,000	\$0	-100%	-\$250,000
Impact Fees	\$652,815	\$406,800	\$406,800	0%	\$0
Interest Revenue	\$23,867	\$1,050	\$1,550	47.6%	\$500
HURF - Special Revenues	\$3,006,613	\$2,965,580	\$3,113,860	5%	\$148,280
Other Financing Sources	\$420,440	\$1,180,000	\$2,254,214	91%	\$1,074,214
Total Highway User Fund:	\$4,103,736	\$4,803,430	\$5,776,424	20.3%	\$972,994
Grants					
Special Rev - Public Safety					
Intergovernmental	\$0	\$0	\$210,000	N/A	\$210,000
Other Revenue	\$2,041,990	\$918,400	\$1,988,673	116.5%	\$1,070,273
Charges For Services	\$64,175	\$83,000	\$83,000	0%	\$0
Fines & Forfeits	\$2,706	\$3,600	\$4,000	11.1%	\$400
Total Special Rev - Public Safety:	\$2,108,871	\$1,005,000	\$2,285,673	127.4%	\$1,280,673
Special Rev - Comm Development					
Other Revenue	\$502,256	\$5,723,400	\$14,670,554	156.3%	\$8,947,154
Other Financing Sources	\$263,346	\$2,474,320	\$2,906,177	17.5%	\$431,857
Total Special Rev - Comm Development:	\$765,602	\$8,197,720	\$17,576,731	114.4%	\$9,379,011
Judicial Collection Enhancement					
Fines & Forfeits	\$117,824	\$128,000	\$73,200	-42.8%	-\$54,800
Total Judicial Collection Enhancement:	\$117,824	\$128,000	\$73,200	-42.8%	-\$54,800
Total Grants:	\$2,992,297	\$9,330,720	\$19,935,604	113.7%	\$10,604,884
Employee Benefit Trust					
Other Revenue	\$2,801,692	\$2,908,810	\$2,955,740	1.6%	\$46,930
Interest Revenue	\$8,052	\$8,300	\$4,300	-48.2%	-\$4,000
Total Employee Benefit Trust:	\$2,809,745	\$2,917,110	\$2,960,040	1.5%	\$42,930
Water					
Other Revenue	\$553,322	\$86,840	\$110,000	26.7%	\$23,160
Charges For Services	\$4,580,991	\$4,809,130	\$4,636,550	-3.6%	-\$172,580
Impact Fees	\$112,728	\$186,130	\$128,000	-31.2%	-\$58,130
Interest Revenue	\$137,146	\$11,460	\$18,300	59.7%	\$6,840



Name	FY2020 Actuals	FY2022 Amended Budget	FY2023 Budgeted	FY2022 Amended Budget vs. FY2023 Budgeted (% Change)	FY2022 Amended Budget vs. FY2023 Budgeted (\$ Change)
Other Financing Sources	\$530	\$0	\$0	0%	\$0
Total Water:	\$5,384,718	\$5,093,560	\$4,892,850	-3.9%	-\$200,710
Wastewater					
Other Revenue	\$346,109	\$1,000	\$1,000	0%	\$0
Charges For Services	\$4,040,267	\$4,232,060	\$4,232,100	0%	\$40
Impact Fees	\$495,761	\$330,750	\$197,000	-40.4%	-\$133,750
Interest Revenue	\$75,657	\$7,860	\$7,860	0%	\$0
Other Financing Sources	\$161,798	\$0	\$0	0%	\$0
Total Wastewater:	\$5,119,592	\$4,571,670	\$4,437,960	-2.9%	-\$133,710
Solid Waste					
Other Revenue	\$38,740	\$37,960	\$38,000	0.1%	\$40
Charges For Services	\$1,468,633	\$1,525,320	\$1,601,000	5%	\$75,680
Other Financing Sources	\$440	\$0	\$0	0%	\$0
Total Solid Waste:	\$1,507,814	\$1,563,280	\$1,639,000	4.8%	\$75,720
Ambulance Service					
Other Revenue	\$27,977	\$0	\$0	0%	\$0
Charges For Services	\$2,078,455	\$3,119,450	\$3,275,420	5%	\$155,970
Other Financing Sources	\$211,288	\$0	\$0	0%	\$0
Total Ambulance Service:	\$2,317,720	\$3,119,450	\$3,275,420	5%	\$155,970
Debt Service Fund					
Other Revenue	\$14	\$0	\$0	0%	\$0
Interest Revenue	\$21,194	\$0	\$400	N/A	\$400
Other Financing Sources	\$1,295,251	\$1,255,500	\$1,629,630	29.8%	\$374,130
Total Debt Service Fund:	\$1,316,460	\$1,255,500	\$1,630,030	29.8%	\$374,530
Impact Fees					
Impact Fees	\$1,001,761	\$799,560	\$799,560	0%	\$0
Interest Revenue	\$37,497	\$4,470	\$4,470	0%	\$0
Total Impact Fees:	\$1,039,258	\$804,030	\$804,030	0%	\$0
Assessment Districts					
Special Assessments	\$482,034	\$626,578	\$716,020	14.3%	\$89,442
Total Assessment Districts:	\$482,034	\$626,578	\$716,020	14.3%	\$89,442
Component Units					
SL Community Facilities District					
Rent	\$2,500	\$2,500	\$2,500	0%	\$0
Total SL Community Facilities District:	\$2,500	\$2,500	\$2,500	0%	\$0



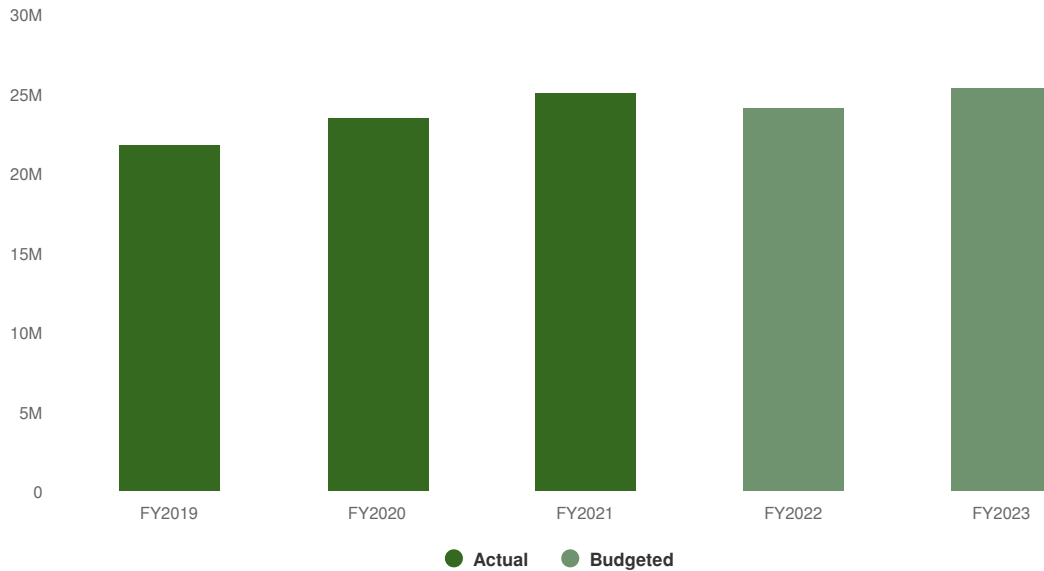
Name	FY2020 Actuals	FY2022 Amended Budget	FY2023 Budgeted	FY2022 Amended Budget vs. FY2023 Budgeted (% Change)	FY2022 Amended Budget vs. FY2023 Budgeted (\$ Change)
Business Incubator					
Other Revenue	\$2,224	\$2,450	\$2,450	0%	\$0
Rent	\$39,481	\$44,900	\$92,500	106%	\$47,600
Other Financing Sources	\$108	\$0	\$0	0%	\$0
Total Business Incubator:	\$41,813	\$47,350	\$94,950	100.5%	\$47,600
Business Center					
Rent	\$582,560	\$600,000	\$600,000	0%	\$0
Interest Revenue	\$12,666	\$0	\$300	N/A	\$300
Other Financing Sources	\$0	\$535,830	\$577,790	7.8%	\$41,960
Total Business Center:	\$595,226	\$1,135,830	\$1,178,090	3.7%	\$42,260
Total Component Units:	\$639,539	\$1,185,680	\$1,275,540	7.6%	\$89,860
Total:	\$51,204,402	\$59,429,451	\$72,722,048	22.4%	\$13,292,597

Sales Tax Summary

The main source of revenue for the City is the General Fund. It is the main operating fund of the city, and accounts for all the activities that do not have a specific revenue source. We estimate a conservative increase in general fund revenue of 5%. For our projections we are relying on historical data before the pandemic as we foresee that in FY 2023 spending will return to a normal trend prior to COVID, since the stimulus money injected into the economy in FY 2021 and FY 2022 has worn off.

\$25,379,130 **\$1,220,687**
(5.05% vs. prior year)

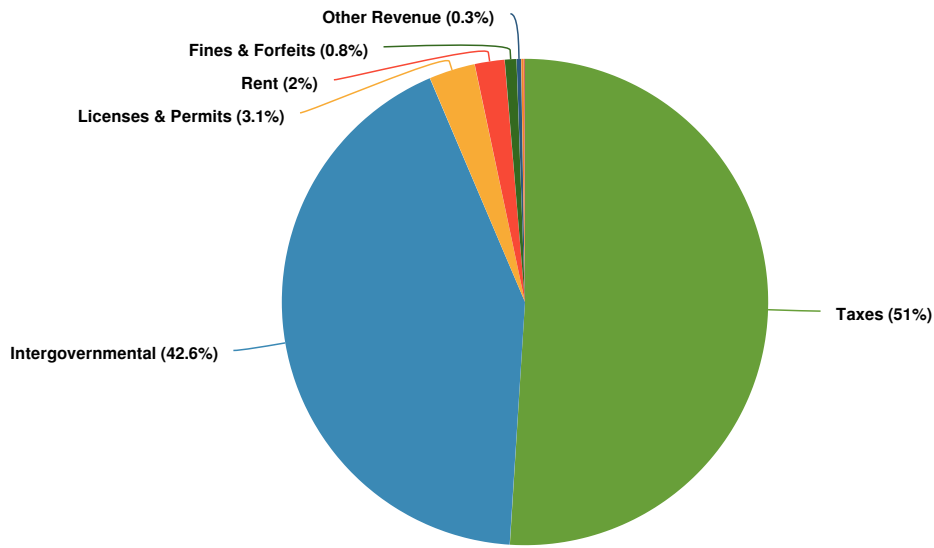
Sales Tax Proposed and Historical Budget vs. Actual



Revenues by Source

The chart below shows the sources of revenue for the general fund revenue by category. Its main revenue sources of revenue are sales taxes and intergovernmental taxes. Other revenues include unrestricted charges for services, franchise fees, business licenses and building permits.

Projected 2023 Revenues by Source



For purposes of the City's FY 2023 projections, we considered outliers FY 2021 and FY 2022 due to the unusual circumstances related to the pandemic. We based our projections on the historical performance for the past years before the pandemic started. We are projecting an increase in City sales tax by 6.8%. Franchise revenue is increasing due to the growth of APS and gas services in the area.

Intergovernmental revenue is projected to increase by 5%. However, we expect a decrease in FY 2024 and forward due to the 2020 decennial census results, which are decreasing original population estimates which can potentially result in a reduction of population-based share revenues. It is also uncertain the effect passing of the flat rate tax in Arizona can have on state shared revenues.

Due to supply chain shortages which include construction materials and land, the building safety revenues experienced a decrease in FY 2022, which we expect to carry into FY 2023. The table below provides further details of the various sources of revenue for the general fund.

Name	FY2020 Actuals	FY2022 Amended Budget	FY2023 Budgeted	FY2022 Amended Budget vs. FY2023 Budgeted (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Revenue Source					
Taxes					
City Sales Taxes	\$10,660,531	\$11,609,450	\$12,400,000	6.8%	\$790,550
Franchise Fees - Cable	\$29,858	\$30,930	\$32,900	6.4%	\$1,970
Franchise Fees - APS	\$350,340	\$373,200	\$475,000	27.3%	\$101,800
Franchise Fees (Nextel) TowerCo - SBA	\$15,972	\$16,750	\$16,750	0%	\$0
Sun State Towers III	\$14,400	\$14,400	\$14,400	0%	\$0
Franchise Fees - SW Gas	\$5,188	\$4,000	\$6,500	62.5%	\$2,500
Total Taxes:	\$11,076,289	\$12,048,730	\$12,945,550	7.4%	\$896,820
Intergovernmental					
State Sales Tax	\$3,470,421	\$4,083,470	\$4,287,700	5%	\$204,230
Urban Revenue Sharing	\$4,330,742	\$4,537,693	\$4,767,600	5.1%	\$229,907
Vehicle Lic Tax	\$1,466,398	\$1,673,640	\$1,757,350	5%	\$83,710
Total Intergovernmental:	\$9,267,561	\$10,294,803	\$10,812,650	5%	\$517,847
Licenses & Permits					
Business Licenses	\$84,650	\$86,300	\$86,300	0%	\$0
Encroachment Permit Fees	\$33,074	\$1,500	\$1,500	0%	\$0
Individual Operators Permit	\$1,920	\$2,200	\$2,200	0%	\$0
Building Safety	\$889,882	\$843,980	\$650,000	-23%	-\$193,980
Transportation Business Permit	\$30,275	\$27,900	\$27,900	0%	\$0
Planning & Zoning Fees	\$14,043	\$11,840	\$11,840	0%	\$0
Overweight Border Permits	\$0	\$500	\$500	0%	\$0
Total Licenses & Permits:	\$1,053,843	\$974,220	\$780,240	-19.9%	-\$193,980
Other Revenue					
Donation	\$3,109	\$0	\$0	0%	\$0
Parking Management	\$64,578	\$57,900	\$57,900	0%	\$0
Miscellaneous Revenue	\$24,953	\$20,000	\$20,000	0%	\$0
Total Other Revenue:	\$92,639	\$77,900	\$77,900	0%	\$0
Charges For Services					
CPR Classes Fees	\$540	\$1,000	\$1,000	0%	\$0
Recreation	\$55,052	\$43,650	\$43,650	0%	\$0
Total Charges For Services:	\$55,592	\$44,650	\$44,650	0%	\$0
Rent					
Detention Facility	\$1,453,273	\$480,000	\$480,000	0%	\$0



Name	FY2020 Actuals	FY2022 Amended Budget	FY2023 Budgeted	FY2022 Amended Budget vs. FY2023 Budgeted (% Change)	FY2022 Amended Budget vs. FY2023 Proposed Continuation Budget (\$ Change)
Rents	\$23,207	\$23,300	\$23,300	0%	\$0
Total Rent:	\$1,476,480	\$503,300	\$503,300	0%	\$0
Fines & Forfeits					
Fine & Forfeitures	\$255,888	\$186,740	\$186,740	0%	\$0
Display Suspended Plates City Police	\$11,938	\$12,000	\$12,000	0%	\$0
Total Fines & Forfeits:	\$267,826	\$198,740	\$198,740	0%	\$0
Interest Revenue					
Interest Earned	\$158,956	\$16,100	\$16,100	0%	\$0
Total Interest Revenue:	\$158,956	\$16,100	\$16,100	0%	\$0
Other Financing Sources					
Other Financing Uses	\$42,303	\$0	\$0	0%	\$0
Total Other Financing Sources:	\$42,303	\$0	\$0	0%	\$0
Total Revenue Source:	\$23,491,491	\$24,158,443	\$25,379,130	5.1%	\$1,220,687

APPENDIX



Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.



Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs--are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)



Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.



Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.



Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

