



**Office of the City Administrator**

One City Plaza  
Yuma, Arizona 85364

(928) 373-5011  
[www.YumaAZ.gov](http://www.YumaAZ.gov)

May 10, 2021

Re: Acting City Administrator Designee

Dear Mayor and City Council:

Please allow this letter, subject to your approval, to designate Jay Simonton, Deputy City Administrator or Jennifer Reichelt, Deputy City Administrator to serve as Acting City Administrator in compliance with Article VIII, Section 3 of the City Charter. May such designation become effective during a time where I am absent or disabled, until I return or such a disability concludes.

In public service,

Philip A. Rodriguez  
City Administrator