

**MINUTES**  
**Work Session**  
**San Luis City Council**  
**San Luis Council Chambers**  
**1090 E. Union Street**  
**April 17, 2019**  
**6:30 p.m.**

1. **CALL TO ORDER/ROLL CALL**: Mayor Gerardo Sanchez called the Work Session to order at approximately 6:32 p.m.

**PRESENT:** Mayor Gerardo Sanchez  
Vice Mayor Maria Cecilia Ramos  
Council Member Mario Buchanan Jr.  
Council Member Africa Luna-Carrasco  
Council Member Jose Ponce  
Council Member Matias Rosales  
Council Member Gloria Torres

**OTHERS PRESENT:** Tadeo A. De La Hoya, City Manager  
Sonia Cornelio, City Clerk  
Kay Marion Macuil, City Attorney  
Angel Ramirez, Fire Chief  
Aracely De La Hoya, Senior Services  
Francia Alonso, Public Information Officer/Assistant to Council  
Jenny Torres, Economic Development Manager  
Jesus Meza, Assistant Director of Parks & Recreation  
Jorge Mungaray, Information Technology  
Jorge Perez, Billing & Collections Manager  
Lizandro Galaviz, Director of Parks & Recreation  
Monica Castro, Director of Finance  
Ralph Velez, City Consultant  
Richard Jessup, Chief of Police

2. **ITEMS FOR DISCUSSION ONLY**

2. A. Discussion and possible directions to staff on any and all matters regarding the December 19, 2018, Tischler Bise Draft Infrastructure Improvements Plan and Development Fee Report. (Monica Castro, Director of Finance and Tadeo A. De La Hoya, City Manager)

Mrs. Monica Castro, Director of Finance, presented the Mayor and Council with the Final Draft of the Infrastructure Improvements Plan and Development Fee Report. She informed that per Arizona Revised Statute Section 9-463.05 (D) it is required that the city updates its plan every 5 years, she added that the last study was made and adopted in 2014 and due for

an update this year. Mrs. Castro presented Mayor and Council with a power point presentation that included an overview of the Infrastructure Improvements Plan for Fire Department, General Government, Parks, Police, Streets, Water and Wastewater. A copy of this presentation is on file with the complete agenda packed filed in the Office of the City Clerk. Mrs. Castro informed that the proposed Development Fee for a single unit is \$5,232.00 with a variance (increase) of \$536.00 and for 2+ units is \$9,884.00 with a variance (decrease) of -\$1,478.00.

Mayor Gerardo Sanchez stated that the City of San Luis is considered one of the cheapest cities when it comes to Development Impact Fees.

Mrs. Castro informed that one of the factors for not increasing the fees is due to the city's growth.

Mayor Gerardo Sanchez asked Mrs. Castro if the calculation was calculated correctly, the reason he is asking is that the numbers are very attractive and in the future, he does not want staff to come and tell Council that there was a mistake during the calculations.

Mrs. Castro commented that Mr. Ben Griffin, the consultant, is very knowledgeable. There is no doubt that he has done an excellent job. She informed that Mr. Griffin met with all the department heads and discussed the cost and projects with all.

Mr. Ralph Velez, City Consultant, informed that department heads provided a "bucket list" from which it was easy to come up with the numbers. The consultant was able to come up with the numbers presented based on what staff believe is needed in the next 5 years to be spent over 10 years. Mr. Velez stated that 5 years ago Council decided not to raise water and sewer, and now we need those two and at this time water and sewer combined is less than sewer by itself. He added that the city needs sewer capacity.

Mayor Gerardo Sanchez stated that thanks to the conservative measures of staff and Council, water impact fees were added without a major impact.

Mrs. Kay Marion Macuil, City Attorney, informed that the next steps to follow after this meeting is to hold a public hearing, then adoption of the Infrastructure Improvements Plan and Development Fee Report, then hold another public hearing regarding fees and finally adoption of fees. She mentioned that the whole process will take up to December 2019 with an effective date 75 days after fees are adopted.

Mayor Gerardo Sanchez commended staff and everyone that participated in putting together this Report.

### 3. ADJOURNMENT

**MOTION:** Council Member Africa Luna-Carrasco to adjourn the meeting at approximately 7:06 p.m. Motion passed unanimously.

The vote was as follows:

Mayor Gerardo Sanchez	Aye
Vice Mayor Maria Cecilia Ramos	Aye
Council Member Mario Buchanan Jr.	Aye
Council Member Africa Luna-Carrasco	Aye
Council Member Jose Ponce	Aye
Council Member Matias Rosales	Aye
Council Member Gloria Torres	Aye