



## **CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING**

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**DATE:** November 9, 2017  
**TIME:** 9:00 A.M.  
**PLACE:** City 1 – Council Chambers, 1<sup>st</sup> Floor  
300 N. Campbell  
El Paso, Texas

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### **MINUTES**

#### **BOARD MEMBERS PRESENT:**

Board member Randy Bowling  
Board member William Justin Chapman  
Board member Manny Moreno  
Board member Brenda Garcia  
Board member Sam Shallenberger

#### **BOARD MEMBER ABSENT:**

Board member Luis Leon

1. Discussion and Action of the following:
  - a. Staff presentation and EPWU Reports on Impact Fees Program.
    - 1) Report for the period from 9/1/2016 – 2/28/2017

Art Duran, CFO for the EPWU noted that this board meets every six months and they discuss Impact Fees collected and how these impact fees are spent. Every five years they go through an approval process for the Impact Fees and this board will be participating in the 2019 Impact Fee process.

Mr. Duran presented the Spring 2017 EPWU Report on the Water and Wastewater Impact Fee Program for September 1, 2016 through February 28, 2017. He noted that a total of three new subdivisions have been recorded and six applications have been submitted within the Impact Fee Service Area during this time. A total of 92 subdivisions have been assessed an Impact Fee from May 12, 2009 to present; 60 subdivisions have been recorded, and 32 subdivisions are in process.

He provided a summary of the Capital Improvements Plan and a review of the Impact Fee Collections. He noted that at this time there is no reason to make any changes or recommendations to amend the Land Use Assumptions (LUA) and Capital Improvements Plan (CIP) adopted on March 4, 2014. The areas where impact fees were collected are NE, Westside and Eastside.

They have spent \$15,436,370 of the \$144,570,000 from the budget that was approved back in 2014, on the Water CIP Projects.

Water and Wastewater Impact Fee Revenue collected from May 12, 2009 through February 28, 2017, total approximately 5.7 million factual fees that they have collected for those projects.

Mr. Duran concluded his report and responded to questions from the board members.

Chair Randy Bowling asked for public comments. There was no response.

**ACTION:** Motion made by board member Sam Shallenberger, seconded by board member William Justin Chapman, and unanimously carried to **APPROVE THE EPWU REPORT ON IMPACT FEES PROGRAM.**

Motion passed.

2) Report for the period from 3/1/2017 – 8/31/2017

Mr. Duran also presented the Fall 2017 EPWU Report on the Water and Wastewater Impact Fee Program for March 1, 2017, through August 31, 2017. He noted that a total of four new subdivisions have been recorded and fifteen applications have been submitted with an Impact Fee Service Area for this period. A total of 102 subdivisions have been assessed an Impact Fee from May 12, 2009 to present; 64 subdivisions have been recorded, and 38 subdivisions are in process.

Mr. Duran provided a summary of the Capital Improvements Plan and a review of the Impact Fee Collections. He noted that at this time there is no reason to make any changes or recommendations to amend the Land Use Assumptions (LUA) and Capital Improvements Plan (CIP) adopted on March 4, 2014.

The total cost from March 23, 2009, through August 31, 2017, is \$144,570,000 and a total of \$18,274,840 has been spend on the Wastewater Impact Fee for the same period. The main components of the expenses during this period are the tanks that are being done on the NE and the Eastside. There is very little activity on the Wastewater. From the \$115,650,000 they have spent approximately \$38,976,695. He noted that during the summer period that's when there is an increase on fees collected. During May 12, 2009 – August 31, 2017, they collected \$2,160,774 on the NE, \$2,675,774 on the Westside, and \$1,812,226 on the Eastside. Most of the activities during this period happened on the Westside. He noted that they will start working with this board and staff in early 2019 to start preparing the necessary reports for final approval by City Council.

Mr. Duran concluded his report and responded to questions from the board members.

Chair Randy Bowling asked for public comments. There was no response.

**ACTION:** Motion made by board member William Justin Chapman, seconded by board member Sam Shallenberger, and unanimously carried to **APPROVE THE EPWU REPORT ON IMPACT FEES PROGRAM.**

Motion passed.

- b. Filing of semi-annual reports and report of any perceived inequities in implementing the Capital Improvements Plan or imposing of the impact fees.
  - 1) Report for the period from 9/1/2016 – 2/28/2017
  - 2) Report for the period from 3/1/2017 – 8/31/2017

**NO ACTION WAS TAKEN.**

2. Approval of the minutes for the CIAC meeting of November 10, 2016.

**ACTION:** Motion made by board member Randy Bowling, seconded by board member Sam Shallenberger, and unanimously carried to **APPROVE THE MINUTES FOR THE CIAC MEETING HELD ON NOVEMBER 10, 2016.**

### 3. Adjournment

Without objection, the Capital Improvements Advisory Committee meeting was adjourned at 9:21am.

Approved as to form:



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Alex Hoffman, Executive Secretary  
Capital Improvements Advisory Committee