



## **CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING**

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**DATE:** April 24, 2018  
**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 Luis Leon  
Board member Sam Shallenberger

#### **BOARD MEMBERS ABSENT:**

N/A

The CIAC meeting was called to order at 9:05am by Chair Randy Bowling.

1. Discussion and Action of the following:
  - a. Staff presentation and EPW Report on Impact Fees Program.
    - 1) Report for the period from 9/1/2017 – 2/28/2018

Mr. Duran presented the Spring 2018 EPWU Report on the Water and Wastewater Impact Fee Program for September 1, 2017, through February 28, 2018. He noted that a total of eight new subdivisions have been recorded and three applications have been submitted within the Impact Fee Service Area during this time. A total of 103 subdivisions have been assessed an Impact Fee from May 12, 2009, to present; 72 subdivisions have been recorded and 31 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.

On the CIP Projects starting from March 24, 2009, through February 28, 2018, they have spent approximately \$24,435,802 million dollars on water projects. The main ones being worked on are on the Northeast and a couple on the East side. During this period, there is not very much activity on the Wastewater but so far they have spent close to \$40,000,740.

Revenues collected so far is approximately \$7,000,000.

Water and Wastewater Impact Fee Revenue collected from May 12, 2009, through February 28, 2018, total approximately \$7,000,000.

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 Manny Moreno, seconded by board member Randy Bowling, 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 (EPW presentation to CIAC on 11/9/17)
  - 2) Report for the period from 3/1/2017 – 8/31/2017 (EPW presentation to CIAC on 11/9/17)
  - 3) Report for the period from 9/1/2017 – 2/28/2018

Kimberly Forsyth, Program Manager for Planning & Inspections, noted that the first two reports were presented at the November 2017 meeting but were not officially voted on and approved. The last report was based on information provided at today's meeting. Basically these reports state, that at this point, there are no findings of inequities or adjustments recommended by this board.

**ACTION:** Motion made by board member Justin Chapman, seconded by board member Manny Moreno, and unanimously carried to **APPROVE THE SEMI-ANNUAL REPORTS.**

Motion passed.

- 2. Approval of the minutes for the CIAC meeting of November 9, 2017.

**ACTION:** Motion made by board member Justin Chapman, seconded by board member Sam Shallenberger, and unanimously carried to **APPROVE THE MINUTES FOR THE NOVEMBER 9, 2017, CIAC MEETING.**

Motion passed.

- 3. Adjournment

Without objection, the Capital Improvements Advisory Committee meeting was adjourned.

  

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Alex Hoffman, Executive Secretary  
Capital Improvements Advisory Committee