

## Capital Improvements Advisory Committee

Minutes for the Meeting on  
February 17, 2022  
1:30 p.m.  
Utilities Center  
Board Room 225

### Committee Members Present:

Jason Lorenz, Chairman  
Mark O'Neill, Committee Member  
Don Curnutt, Committee Member  
Steve Newby, Committee Member  
Adam Roberts, Committee Member

Denise Alejandre, Office Assistant Senior  
Justin Allen, Fire Department  
Catherine Mathews, Landscape Architect  
Jose Provencio, Deputy Director Business Services  
Breanna Rodriguez, Administrative Assistant  
Domonique Rodriguez, Rate and Economic Analysis Manager  
Jacqueline Rubalcava, CLC Finance  
Alma Ruiz, Senior Officer Manager  
Jason Smith, Fire Department  
Delilah A. Walsh, Director Utilities  
Adrienne Widmer, Assistant Utilities Director

### City Staff Present:

### Others:

Becky Baum, RC Creations, LLC  
Cassie McClure, Public Outreach Consultant  
James Edison, Willdan  
Carlos Villarreal, Willdan

Chair Lorenz called the regular meeting to order at approximately 1:30 p.m.

### 1. Conflict of Interest:

Lorenz: The first order of business is to ask is there any member of the committee or any member of the City staff that has any known Conflict of Interest with any item on the agenda today? I hear none.

There were none.

### 2. Acceptance of the Agenda:

Lorenz: I would like to hear a motion for the Acceptance of the Agenda.

Curnutt: I so move.

Lorenz: Thank you Mr. Curnutt. A second.

Roberts: I will second.

Lorenz: Thank you all in favor.

## **The Agenda was Accepted Unanimously 5-0.**

### **3. Acceptance of the Minutes:**

#### **A. Regular Meeting on December 16, 2021.**

Lorenz: Now, we have got some minutes from our December 16th meeting, because we did not have one in January. I assume you have all had the opportunity to review them and any edits Alma has made. I would like to hear a motion to approve the minutes.

O'Neill: I will make a motion to approve the minutes.

Newby: Mr. Chair. I do have one correction. On page 3, down to where it says Lorenz starts out with Mr. Newby. I do not think that was me.

Ruiz: Alma Ruiz, Senior Office Manager for the Record, I will go ahead and relisten to that and correct the names administratively.

Newby: Okay.

Lorenz: Excellent. Thank you. I would like to hear a vote to approve the minutes as amended.

## **The Minutes were Approved Unanimously 5-0.**

### **4. Old Business:**

#### **A. Public Safety Impact Fee Study Update**

##### **i. Development Impact Fee Overview and Land Use Assumption Review**

##### **ii. Public Safety Impact Fee Update Draft Land Use Assumptions**

Lorenz: Okay, let us get on to the business. First item, I guess fourth item, Public Safety Impact Fee Study by Chief Jason Smith.

Smith: Good afternoon. Fire Chief Jason Smith. This afternoon, I will be introducing our consultants from Willdan Financial. They are going to be presenting the work they have been doing so far on updating the Public Safety Impact Fee. I believe presenting today is going to be Carlos, along with James, both from Willdan Financial.

Villarreal: Good afternoon. My name is Carlos Villarreal. I am a project manager with Willdan Financial Services. I am joined by James Edison, our Managing Principal. We just wanted to come here to share the work we have been doing with you on the land use assumptions and solicit some feedback there. Also, to give a general overview of the impact fee and the impact fee process that we will be embarking on with you and soliciting your feedback.

Again, today I will run through just a really brief introduction to Willdan. I will go over the impact fee overview, overview of the study, review the process for the project that we need to follow in updating impact fees in New Mexico.

I will review at a very high level your committee responsibilities, and then finally walk through some of the work we have done on the land use assumptions.

Willdan is a national firm. James and I are based out of the Oakland office. We do work in a variety of public services, but typically having to do with financing. James and I focus on development impact fees, and we have done work throughout California and New Mexico, Florida, and all over the country really. Again, here is our faces just so you know who you will be working with. Not too much to cover on this slide that I have not already covered.

So what is a Development Impact Fee. Impact fees are a one-time charge, typically imposed at the building permit stage, but occasionally imposed at Certificate of Occupancy. They are imposed on all development projects within a defined geographic area. The impact fees fund facilities to serve new developments, so they cannot be used to fund ongoing maintenance or services. Again, it is for the services for facilities that are needed to serve demand from new development.

Why would a jurisdiction consider impact fees? Impact fees allow growth to pay for itself instead of passing those costs on to other folks from the community. As new development occurs, your service levels could decrease for your existing residents in the City unless new development mitigates its impacts. Impact fees are a tool to hold developers accountable for the external costs, the lower service levels that would occur for existing residents and provides a funding source to mitigate those impacts to facilities. It also frees up other revenue sources to be used for those ongoing services and maintenance costs.

What do we mean when we talk about land use assumptions? Generally, we are trying to quantify demand for facilities. In the case of public safety facilities, which is the impact fee that we are working on now for police and fire, demand for those facilities comes from people. People make calls for the police or fire to come serve them and we need to quantify that in order to calculate the impact fee. In terms of estimating demand for the service, we are thinking about increases in residents, dwelling units, and employees.

Here is our basic methodology for calculating an impact fee, and this would be any kind of impact fee but obviously today we are talking about public safety services. First, we estimate demand for our facilities, that would be your existing development and your future growth. We would then identify facility standards. so a metric for identifying how many facilities serve development both existing and new. We can then use those standards to estimate the amount of facilities needed to serve new development. Then allocate a share of future facility needs to accommodate growth. In the case where a facility may be serving both existing and new development, we would have to identify the share needed to serve existing development that

cannot be funded with the impact fees. Then finally we calculate the fee schedule by allocating the cost per new unit of development.

Here is a brief overview of the process that we need to follow in New Mexico to update the City's impact fees. You know today we are reviewing the land use assumptions, and we will need to receive and incorporate the feedback from your committee. Then the land use assumptions would be adopted by the City Council Resolution. Once the City Council has adopted the land use assumptions, we would then start working on the draft impact fee analysis, including the CIP, the Capital Improvement Plan, and that is another place where we will need feedback from your committee on the Capital Improvement Plan. From there, we are planning to conduct several rounds of stakeholder outreach both to the community at large, so your citizens and the development community, and then your committee would need to provide written comments on the proposed CIP and the impact fees before adoption at a public hearing. Then finally the fee study and the resulting fee schedule would be adopted by the City Council.

Your committee has several responsibilities. The two that are relevant to the study now are advising and assisting the municipality in terms of adopting the land use assumptions, and then reviewing the CIP. Once the fees have been adopted, you are responsible for monitoring the implementation of the CIP. Filing annual reports with regards to the Capital Improvement Plan, and then advising the City on when the CIP land use assumptions or impact fee study should be updated.

Now that I have gone through the initial items in the presentation, I wanted to jump into some of the numbers with you. This first table quantifies your existing service population in terms of residents and employment, and also lists the existing dwelling units, and then projects them out to a 10-year planning horizon to 2030. The estimate of residents comes from the latest data from the US Census. The estimate of existing employment comes also from the US Census on the map application. Then for the growth projection, the City has a pretty recent comprehensive plan that projects an annual population increase of 1.2%. We use that 1.2% annual residential population increase to project residents annually out to 2030. In total, this would be an additional 14,000 or so residents through that time horizon.

Dwelling Units are increased at that same annual rate, 1.2%. Also, informed by the comprehensive plan, we are projecting 0.7% increase in employment in that same time period, which would result in about 3,200 new jobs in the City. In terms of dwelling units, we are projecting 5,800 new dwelling units.

The next piece of the land use assumptions has to do with calculating the fee. Ultimately, we do not charge the fee per person, the fee is charged per dwelling unit or per 1,000 square feet of nonresidential space. We need to be able to translate the number of residents occupying a particular dwelling unit into the different types of dwelling units. Consistent with the City's current

public safety impact fee, we took a look at the number of residents by building square footage. In order to do this calculation, we had to cross reference several different dataset sources in order to come up with an estimate. This first table lists the estimate of persons per unit that we could derive from American Community Survey data, the latest data being 2019. That is where the estimates of 1.19 residents per studio or one bedroom unit, 1.6 residents per two bedroom, 2.29 for three bedroom, and 3.14 per four bedroom-plus units comes from. The other piece of data shown here is the estimate of square feet per unit, that data was provided by the City and that is I believe a year of recent new construction for new homes. We could get the total number of units built, and then sort by the number of bedrooms, and again that gives us the square feet per unit.

This next figure here plots the data points from the last table. The trendline there shows the expected number of residents per building square feet. This data is then used to estimate the number of persons by dwelling unit by square footage. The square footage ranges shown here are consistent with the City's current Public Safety Impact Fee schedule, which is why we grouped it in these groups.

The other piece of the land use assumptions are employment density assumptions. We need to be able to translate a fee per employee, per person that works in the City, into a fee per 1,000 square feet or per hotel room of nonresidential building space. We took the latest data from the ITE (Institute of Transportation Engineers) trip generation manual, which was just released in October 2021, I believe, and we can cross reference data in that source to estimate the number of employees per 1,000 square feet or employees per hotel room. That is what is displayed here. I should also note that these land use categories match the City's existing Public Safety Impact Fee land use categories. That is it for my presentation. Happy to answer any questions you might have.

Lorenz: Any questions from the committee? Mr. Newby.

Newby: Thank you for your presentation. On page 11 of residents per dwelling unit, have you seen over time a lowering of the average number of people in a dwelling unit as far as smaller houses, less children being born, any of those factors?

Villarreal: Yes. We do see shifts in the number of people per dwelling unit occur over time. I do not know if we had any data that we could rely on to project that into the future, which is why we kept the 2.43 residents per dwelling unit consistent. That is something we can certainly look into though and see if it may be appropriate to make assumptions as to how that might be changing.

Newby: I correlated that question. In cities like ours that have a university, if the kids still live in apartments like I did when I was in school, you get a lot of density

in that. Do you have any correlation between cities that have a university with large student population as far as documenting numbers per unit?

Villarreal: Yes.

Newby: Versus cities that do not?

Villarreal: You know that is a great observation. I do not know if I have ever looked into that. That is also something that I can look into. Typically, especially when you look at dorm rooms for example, those residents are considered people that live in group quarters. Certainly, the American Community Survey does segregate out estimates for group quarters. I would be happy to take a look at that and see if that could also influence the land use assumptions here.

Newby: Thank you.

Lorenz: Mark, Adam, Don.

Curnutt: Not now. I have something related in the next section that will tie back into this one as well.

Lorenz: I guess my only question is, is there any way to project what their demand for services will be by any of these categories, by dwelling unit size, by number of residents per dwelling unit, by type of employment?

Villarreal: Yes. The basic assumption here is that a resident that exists today or a future resident or someone that works in the City today or a future worker demands the same amount of public safety services. We are assuming that the existing ratio of services and therefore facilities to residents will remain constant over time. Certainly, that is something that we could maybe consider, but our typical approach is that that level of service will remain consistent on a per person basis.

O'Neill: That is a good question.

Lorenz: Looks like you have got some.

Smith: Basically, to just to add to that point from Carlos. I cannot speak to the police call volume, but as part of this census update, I have looked at our call responses and the growth since 2010 to 2020. While the City is seeing below 2% growth, I think is like 1.4%, our call volume is consistent at about a 4% increase year over a year. Although the City may be growing at 2%, our call volume is actually doubling that growth. That is just kind of the difference between, maybe it is a demographic issue with, as our age groups change, or the level of our income and poverty in the City, but we are experiencing on the fire side growth that is outpacing the population.

Lorenz: Interesting. Thank you.

Newby: Chief.

O'Neill: Can we find out from the police as well how much they are increasing? Call volume.

Smith: We can ask them.

O'Neill: No you I know.

Smith: Yes, we can ask them sir.

O'Neill: Asking staff if they can.

Lorenz: When you say

Newby: Since this is about a 2% growth rate, you are basically doubling the number of calls.

Smith: About 4% growth, so we will not double that.

Newby: Overall you are ...

Smith: Population growing by 2%, our call volume is growing by 4%.

Newby: Okay. That is year over year.

Smith: Year over year.

Newby: Fairly consistent.

Smith: Yes. We are just over 20,000 calls. We will probably do 22,000, 23,000 this year. We expect a 4% growth for the year after.

Newby: Okay.

Edison: Hello. I am James Edison, as also from Willdan. I wanted to add one sort of frame of reference. You know, the frame of reference of this study is 10 years. The other thing to think about is you know for the life cycle say of a new home, it certainly is true, we have done studies in some places with the call volume where certain areas of community are higher call rates, certain types of housing, older housing versus new housing, demographic factors, a lot of those things play in, but actually a house built now or a house built in five years will be around for 70 years, 50 years, and over time, that will change. Often right, the wealthier people have newer homes and that sort of thing. That is often the instinct on the political side is to try to figure that out. The one way we often think about it is you are building a new home, but actually it is not just these 10 years that we are looking at, it is really over

the lifetime. Eventually these new homes are going to be older homes and there will be other new homes. Really for that reason we usually come to the conclusion that you pretty much end up in the same place. Any distinction you make now is not really a distinction in quality, it is a distinction in time. That is the other way to think about it. Not that we cannot look at the issue, but I can tell you it has come up before and that is often where we have settled on it, is just to think really we are just looking at a time difference and that these are all housing stock essentially.

Lorenz: Interesting.

Newby: Thank you.

Edison: Sure.

Lorenz: Any further questions from the committee? Thank you both very much. That took us through land use assumption review. Did that also handle item two on our agenda?

Curnutt: Yes I think both of the items.

Lorenz: Kind of altogether. That is what I thought. Okay, great.

**B. CIAC Members Discuss and Identify Date to Submit the Annual Reports 2019, 2020, and 2021 to City Manager**

Lorenz: Next, we have to determine a date to submit the annual report to the City Manager. I would like to get that done as soon as possible. Was it a separate item on the agenda to discuss the actual report or is this the only item?

Ruiz: Chairman. Alma Ruiz, Senior Office Manager for the Utilities. It is on the agenda to discuss under new business. It should be right after this. Right now.

Lorenz: Right now.

Ruiz: Right now.

Lorenz: I will get right on it. Thank you Alma. To be clear, did the rest of the committee get an opportunity to review the draft report that Mark put together for us? I thought he did a fantastic job, far more comprehensive than I expected, not because of its author, but because of my notes.

O'Neill: They were helpful.

Lorenz: I thought he did a fantastic job. I have no edits. Is there any further questions or comments from the from the committee?

Curnutt: I have one question. I am sorry. I have one question. I am sure we, someone is articulated it already, but you know the report shows on here subject as 2019, '20 and '21. Is this a three-year running report? Next year, it will be for report 2021 and '22?

Lorenz: That is a very embarrassing question. You should have asked yourself the *(inaudible 0:29:48)*.

Curnutt: All right. I will table the question

Lorenz: We should have submitted a report each of those three years and we have neglected to do so. Really on '19 I guess we had a bit to do. In '20 we really did not have much to do and did not really meet very much, and there wasn't really much call for reports. We did not put one together. We are far past due and that is why I appreciate the large amount of information that Mark had to go through to put this together. No, next year, Mark will only have to put one year in his revolt.

O'Neill: Thank you.

Lorenz: Piece of cake.

Curnutt: Okay, thank you.

O'Neill: Can I say a few things about putting this together and so forth?

Lorenz: Please.

O'Neill: It started out as two years, and I figured we had already, we kind of kicked the can down the road a little bit so I decided to just do all three years since we did complete the year 2021. I had planned to do two years on two pages, because I wanted something that the Council and the City Manager would read and make it brief. As you see on the first part of the outline, brief overview, brief statement, brief bio, just so it was something that they would actually read, and it might be helpful to the staff and the Council so they would get kind of an overview. Since it is a lot of new members on the Council and a new City Manager, I thought I would break it down the way I did, as far as an overview of the board, an overview of the committee, and a little overview of each member, who they are, who is on the board, and what they do, what their background is. Then I decided to do highlights of each meeting, anything that was an action item. I made that in smaller print, so I could fit it on less pages, but I think it came out full print on the final which is fine. Just we ended up with I think four pages. Then at the end, I decided to put the primary presenters so the City Council, Mayor and City Manager could see who actually presents in front of our board. I was hoping, then again this is a rough draft. I was hoping staff could make any corrections that need to be if I left anyone out, or I put the wrong title, that type of thing on there. Again, it is rough, I am looking still for input from any of the Board

Members that want to put anything in or any changes in your bios that you want to make, I would love to see that added or subtracted from the report.

I did want to add, a couple things I wanted to add. I wanted to tell you now that I thought of after, and I just did not get into the one I sent through to Alma. I wanted to list something under, if you look at item two, Capital Improvement Board Advisory Committee, I wanted to add something about public input is taken at each meeting, Alma. Like something about we have time in each meeting to allow for public input. I did not know if the board would want to expand on that like list some of the things that have been talked about on public meetings, that would of course extend the report, but it is important what the public has to say. I do not know if we wanted to go a little further. I did want to put it in there though that we do have public input which is required anyway under I think the Open Meetings Act. I did want to add that.

Then the other thing I know Alma changed was about, we had a couple of resignations. I wanted to list those two members who were helpful and they have been on the board. I did not realize Mr. Suttmiller had been on since 2011. I know he resigned for health reasons, but I could not find the letter from Mr. Beerman, so I guess there was other reasons. I know he ran for City Council, so maybe that is why he resigned or maybe there is other reasons. Maybe you can address that Alma?

Ruiz: Yes.

O'Neill: We can correct that.

Ruiz: Alma Ruiz, Senior Office Manager for the Utilities. Unfortunately, he did not submit his resignation through my office. He went directly to the Mayor. I even asked our City Clerk if she had a copy, and she was researching it. I do not even believe she has a copy because it was directly sent to the Mayor, which is unheard of.

Lorenz: Peculiar.

Newby: Yes, for sure.

O'Neill: I know he ...

Ruiz: I highlighted that reason, because I know it was not health reasons, and so that is the only thing was pending research on it and we can just put resigned.

O'Neill: Yes, resignation.

Lorenz: We can strike that health reasons.

O'Neill: Yes.

Lorenz: I think we could maybe take between now and the next meeting for everybody to submit any changes you would like to your bio to Alma, and she can make those few little edits. I agree with your addition of a statement about accepting public comment at our meetings. Short of that I think it is good. I think it is comprehensive. I do not think we need to chop it up. I think you did a great job.

O'Neill: Thank you.

Lorenz: If you would not mind Alma being our meeting point there to get those few edits in and then we can take action on it at the next meeting.

Ruiz: Okay. Great. The other point of discussion that Mr. O'Neill brought up via e-mail that I feel like we should discuss here at this meeting is, his e-mail requested a potential presentation to the City Council of this annual report. However, I wanted just to give you a brief history of what has happened in the past, and then let you as a board discuss how you want to present this. In the past, there had been two processes. In the past, the Chairman would meet with the City Manager independently. Most recently with Beerman, he did request that himself and the entire CIAC committee meet with the City Manager. At that point, the City manager had asked that all of the department directors who present at this meeting be present at that meeting as well. That has been the process in the past. Therefore, it is up to you, as the board to decide how you want to present these three annual reports as a whole.

O'Neill: I have some input on that.

Lorenz: Please.

O'Neill: I just recommended it because on the Park and Rec Advisory Board that I was on, I happened to be the Chairman and I made a report and they appreciated it, you know, and then we decided to do an annual report or at least once or twice a year. We did a PowerPoint of my presentation. You know and I made the presentation to chairman, in this case it would be Chairman Lorenz, or I can do it, either way. Just in front of the City Council and the City Manager and just of these types of things so they have this information. We do a PowerPoint because sometimes they do read it, to let them know who we are and what we do and stand for questions. That is what we did. Now there was staff there that are usually at a City Council meeting, but not all the presenters, and I do not know why that is necessary. Yes, maybe it is a good thing because they might have to answer some questions as well, to what we do and what we have done. I do not know it was just a thought. If it is something the board thinks we should do, but maybe it is not necessary.

- Lorenz: Any other thoughts from the committee? You know, I think the work we do boils down to one or two decisions a year. I think I have even expressed in the past some desire to have a little bit more control as a Board over how our decisions are presented to City Council. I think a brief presentation might be appropriate at one of those times rather than the annual report. Any other thoughts?
- Curnutt: Well, I am not sure I am quite following your comment. You know I have to beg everybody's indulgence. I do not hear very well. I do not know if we can remove masks when we are speaking or not
- Lorenz: I sure hope so.
- Curnutt: I do not know if that is allowed.
- O'Neill: That is what I try to do.
- Curnutt: I hear about half of what is said.
- Walsh: I can tell you the Governor just dropped the mask mandate a few minutes ago.
- Curnutt: Really?
- Walsh: I cannot speak to City Council. I am asking right now. I would say in lieu of that if you do need to remove it to speak that it is all right.
- O'Neill: I am drinking coffee.
- Lorenz: The cup is empty.
- Ruiz: Mr. Curnutt. You can remove your mask, if you like per Delilah.
- Curnutt: Well, you know your mask is keeping me from hearing what you are saying.
- Ruiz: I see. I got you.
- Walsh: You can speak into the mic if it is better for you.
- Lorenz: Well, let me refine my comment. You know I think the annual report is sort of a year in review or three years in review as the case may be today, to talk about what we have done. I think at the time, it is important for us to be in front of the Council to explain our decisions. Is that the time when they are making a decision upon our recommendation? We really only make that recommendation once or twice or less than a year. I think at that time it would be more impactful for us to be in front of them. I would like to see a presentation at that time from us rather than the annual report. In the past,

it is just been a simple passing of paperwork through Alma. I do like the opportunity to stand for questions.

O'Neill: That makes sense. That makes perfect sense to me. Maybe when we have, once or twice a year when we have an important item that we are looking at. Because I know for one, the City Council overruled us on our recommendation on the allotment for the Utilities, I think it was the water, wastewater, and water for the impact fees. We never, we spent time on that, you know working on that, discussing that and I think it is important why they did that. I think we should know why for future work on this Committee. If they are going to not take our recommendation, maybe we should have a reason why they did what we did, what we forgot to look at.

Lorenz: On to your point, when they made the decision on the Park Zone Impact Fees a few years ago, we had submitted basically meeting minutes as our decision. I asked them the day they were making the decision if they read the minutes, because every question they asked was answered in those minutes. It was obvious they did not read them.

O'Neill: No they are not going to read it.

Lorenz: He said to my face ...

O'Neill: They have too much.

Lorenz: ... that they read it but they did not read the minutes. It was very obvious that they did not. I think a two or three slide presentation from us that just said what we decided and why we are recommending what we are recommending. I think would be a lot more beneficial to them than 40 pages of minutes.

Curnutt: Okay, thanks for that clarification. It is very helpful.

Lorenz: My pleasure.

Newby: Mr. Chair. I would agree. I have served on a lot of different committees and appeared before City Council many times. You know when you look at their agenda packet, which many times is 400 to 600 pages, there is absolutely zero ability for them to read our minutes, much less understand them. I find that City Councilors have to be generalist because they might be talking about gas lines in one minute.

Curnutt: Feral cats the next.

Newby: Exactly. I always found it that if you do get up to make a presentation, a couple of things, suggestions if you go that direction, is you ask a little more time than the three minutes that the public is allotted. Number two, have a PowerPoint because these go to the web, and everybody can see that.

Number three, if I was sitting on their side, I would appreciate it on something so arcane as making a recommendation from some obtuse committee you have never heard of, much less been to, on what it means, how we decided, and here is our recommendation.

O'Neill: Exactly.

Newby: I will almost guarantee you if you are standing there, they will start asking questions. Otherwise, it will be any questions, any questions?

O'Neill: They will use the information we give them.

Newby: Move to approve. Thank you.

Lorenz: Yes. Excellent.

Ruiz: Chairman, Advisory Committee. Christine Rivera, City Clerk just confirmed that if that is the route you want to take, and we do it as a staff presentation, but then call you know the Chairman up to do the presentation or Vice-Chair, whoever you decide, it is not a timed presentation. It prolongs more than the three minutes, two minutes.

O'Neill: Yes, we have the time.

Ruiz: Right. The other thing I would mention is that a similar presentation would have to be made to the Las Cruces Board of Commissioners because that is who actually would make the recommendation to City Council on your behalf. You present to the Board; the board presents to City Council a resolution to increase or decrease or leave the impact fees for the Utilities.

Lorenz: Great. Thank you, Alma. I think that concludes the discussion on that point, if nobody has got anything else.

**5. New Business:**

**A. Utilities Project Update**

Lorenz: Okay, New Business. Utilities Projects Update. Mr. Clark.

O'Neill: Do we need to set a date Alma or take action on this?

Lorenz: Next meeting.

Ruiz: Chair Lorenz asked for action next meeting.

O'Neill: Okay. Thank you.

Lorenz: Thank you, Carl.

Clark: Chairman, Committee Members. I am Carl Clark. I am the Deputy Director of Environmental and Technical Support with Las Cruces Utilities. This is our CIP that we developed for this year and half of last year, so that would be '21/'22 CIP. The new CIP will be coming up after the Council approves the budget for that. That will be presented at a later time.

The first project, well I just want to mention one thing too that whenever you see the gas projects out here, they may say gas development, there is no impact fees on gas lines, so do not consider them to be a part of that. I just wanted to show you some of the work we are doing. The first project is the Del Rey Boulevard High Pressure Gas Line Extension. This project is basically to shore up the gas system that you see on Sunland, Webb, and Sand Hill Road. We have experienced low pressures during inclement weather. We need to extend our high-pressure gas line that you see in yellow. There is approximately 13,000 lineal feet, and then knock it down with a rec station and bring it back to those streets via low pressure gas. That is approximately 2,600 lineal feet of that. That estimated cost for that or that budget is \$1.8 million. That is currently under design right now.

The next projects in the CIP are the water tank rehabilitations. We have \$3.5 million slated for that. Those are the bonds that we are using for those projects. There is two projects identified, one is the Missouri tank that is under design, and the elevated airport tank that is pending inspection. We are trying to complete a booster station next to that elevated tank so that way we can bring that tank down and mimic the elevation of that tank with the booster system.

Water well improvements are part of our CIP, we have approximately \$2.1 million in bonds there for these water well improvements. We completed the well 40 drilling, that still has to finish out and close out on that project. Then we also have the well 64 that we are going to be installing a pumping system and pipeline to take it over to our West Mesa tank. That is the left photo there that you see in the photos there. Then we have well 72 that is an existing well that we need to equip, and also build a pipeline to bring it over to El Centro and start infusing that water into our existing system.

The Water Street Utility Rehab Transite Pipe Projects. Some of these projects, these transite pipe projects we participate with Public Works. These are some examples, Solar Ridge project, that one was completed. Public Works did the design on that, and then we moved forward with the actual funding of that so they can replace the waterline that was an AC pipe in that area. The other project is the East Madrid and North Walnut Avenue projects. Those are getting ready to go to construction I believe in May of this year. Once again, we are partnering with Public Works. They are going to be replacing the roadways in those two streets and so we will be installing new waterline in Madrid and some new gas line as well. Then in Walnut we will be replacing the transit pipe or AC waterline in Walnut as well, and some minor amount of gas work for that. Fir Avenue is still pending design. Then we also

have West Mountain that is subject to go to construction in May of 2023. Public Works is working on that as well. We are waiting for them to complete the design and then we will move forward with installation of our waterline in that area.

This project actually utilizes Water Impact Fees. This is the Zone 1 Interconnect Phase B Project 2. We have actually had to break this project apart. You can see down in blue, where it says Jornada tank, the lower central portion of that photo, we already completed that portion of the very first phase that we did for Zone 1 Interconnect. The proposed phases that is the red portion or the little red line there that you see where we will be extending further to the north. It is going to take about three or four phases, probably about four phases to complete this water line. It is a long distance and then also a large majority of the cost is us having to deal with the dirt. We are going to set up the alignment as it is going to be in the future for Mesa Grande. Instead of lowering the line and bringing it back up and trying to deal with it in the future when Public Works moves forward with building the Mesa Grande alignment. We want to set the grade. It is not the final grade, but we are going to set the grade and we will not have to move our waterline well in the future I should say. That project was estimated about \$800,000.00. It is under design. What you see the difference there is the design of that waterline.

We have some wastewater projects that are funded by bonds. We have \$2.6 million in our Wastewater Treatment Facility Rehab account for budgeting. The left photo is the East Primary Clarifier. That is well under construction. We expect to be getting that in operation within the next month or two. Then on the right photo is the chlorination system that we have at the treatment plant. We are going to be replacing that chlorination system with an ultraviolet light disinfection upgrade that we are doing. That one is actually under construction as well. That one was recently approved by the Board.

The next impact fee project is the Sandhill Wastewater Interceptor. This is Phase 2; the cost was \$1.5 million. We did carry these funds over from last year. We anticipate completing this project before the end of the fiscal year. The red line is Phase 2. I know that all of that wastewater line or collection line is in place. It is an interceptor. It is operational at this time. We are in the close out portion of this project.

I am also showing you the legislative grant monies that we get. We completed two new wastewater lines in Calle del Ranchero and Avenida del Sol. Those were completed probably about six months ago. Now we are working on trying to help the customers out with getting connected into that sewer main. The cost for that project, we got that one done before all the materials issues, so that one was at \$373,000.00 for that project itself. We do have remaining funds in that 2019 legislative grant, and we will be using that for design services. We plan on doing some design work at Brittany Estates, Estados Serenos, off of Stern Drive, and that is south of town.

Here we go. We will be utilizing the remaining funds for that. I believe this estimate is a little low, I think we have approximately \$1 million, because we received another grant. It is going to take all that money and then some to complete that entire project. Our first phase of that project is the line in orange there. There is some right-of-way that we are going to have to get and work with the, I believe it is a pecan farmer. That way we can get to our existing lift station. Once that is in place, we can move forward with the construction of that first phase and hopefully, I hope with the additional money we have received we can do Bristol Lane and Bristol Court with this monies. Then we will still have the remainder of that, I believe that portion up on top is Brittany Estates.

The other CIP portion is the street utility rehab. This money is used in conjunction with Public Works projects. For example, Tashiro Drive, as all of you are aware it is under construction right now. We participated in that project with some water line, I believe some gas line was extended as well. There may have been some wastewater line improvements in that area as well.

Another project that we are participating with Public Works is University waterline. That one is under design. Public Works is doing the design on that one. That is going to start over at Turrentine and go all the way up to, we hope that there will be enough funding there to go all the way up to Locust. Right now, I believe I am showing it right around Solano as it goes east.

We have approximately \$500,000.00 in bonds for wastewater improvements. Those are scattered around. Like I said, the Tashiro Drive we will be utilizing some of that money. Then we do want to do some separation of sewer at Los Venados where we cross into another wastewater providers territory along in there, and so we want to separate it out so we can have clear billing on these wastewater lines.

Another project that we did with Public Works was the Carreon Place. That one is already been completed. We had to replace the water line in that area. It was an old AC waterline that did break, and we did have some insurance or liability issues that occurred because of that waterline break. That has been replaced and we should not see any more issues with that at all in the future.

Then we are still moving forward on the Alley north of Picacho water main. That one is going to go to bidding I believe here within the next month. Then we will put it out to construction so that we can get that AC water line replaced as well. That was another water line that we have had water line breaks in the past that have cost us a little bit of money when we do damage to private property.

The next project, the fiber optic replacement, from Roundtree to the Jorge A. Garcia Water Quality Lab, and Las Cruces Utilities project. This project is all going to be paid with rates. Each section of the Utility is going to put in an equal dollar amount. We have that under design right now. From what I am told, we are no longer on fiber optic. The fiber optic was giving the City problems and it finally broke. Now we are on microwave and everything that we communicate, all our business is done by microwave right now and it is rather slow, it is not the fastest, but when we complete this project, we will be up to speed and be working as fast as the rest of City.

In summary, basically this CIP, and I left one out, the Talavera Gas System because we did complete phase one, so I removed that totally, but it provides funding for completion of capacity improvements and gas system south of the Westmoreland area, rehab of water wells and wastewater or water reservoirs, and definitely reinvestment back into the Jacobs Hands Wastewater Treatment Facility as you have seen with the primary clarifier and the UV system. Reinvestment in our wastewater interceptors, as you know the interceptors are being taxed right now with all the building on the East Mesa. Then continuation of septic tank replacement projects that we do throughout the City where we do not have municipal sewer lines and the densities are either half acre, sometimes even less, but half acres and those are high priority areas. When they are within 1,000 feet of a water well we try and get state legislative funding so we can start installing sewer mains so people can come off their septic tanks in those areas. Rehabilitation of Utility Infrastructure and City Streets, where we participate with Public Works whenever they do a roadway replacement. Then replacement of our damaged fiber optic communication line that comes to this utility building here. As you have seen, we had an extensive use of our new and existing bonds in this and some rates, but a lot of these projects are heavy in the bonds area that we are going to be doing these improvements with. I stand for any questions that you may have.

Lorenz: Mr. Newby.

Newby: Mr. Clark. Do you have an estimate on how many septic tanks still remain in the City limits?

Clark: Yes, I do not have the total amount. Last I had seen it was, I thought there was at least 800. We were far away from that but we are in the top priority list. We are slowly making progress through it. Then we will be into the high and then, but we have a couple on the high priority list, and then finally there is the medium which are larger lots. The top we have really made a dent in it, especially when they are close to our City wells.

Lorenz: Are they mostly on the East Mesa from the acquisition, the annexation in the '80s? Was not it the '80s?

Clark: There is a fair share in the Hacienda Acres. We have done projects throughout the City. Actually, south of town we did a couple of projects over there and that area is very dense off of Stern Drive where all the residential housing is. I should remember the name of that since we did, it has been a couple of years. The density on those and that development was really tight, it met the half acre, but they are rather large homes as well. The residents in that area were having issues, some of them were with their septics, and this project fit the bill. It was a top priority area. Then we also had to move forward like I said we participate with Public Works and did a big rehab over there on Alameda Acres Estates. Well, we had to jump on that one because we have a City water well that we use now that was within 1,000 feet of it, so we actually did not rely on grant money for that one, the utility had to pony up to get in there and install the line because it was a full slated rehab with sidewalk, curb, and gutter roadway. We had to jump into that one so it would not cost us even more. Yes, they are all over the town, all over the City. The next one is going to be south of town instead of over at Hacienda Acres. It is a rather large area. We estimated at about \$2.8 million to install the sewer there. It is going to be a fun one, I get to try and get the rest of that money. It is all going to come raining down.

Newby: Just keep coming back.

Clark: Yes.

Lorenz: Anything else Mr. Newby?

Newby: No. Thank you.

O'Neill: Mr. Chairman. I have three questions.

Lorenz: Go ahead Mark.

O'Neill: Not related. First of all, on all the pipes in the City, what percentage are still lead pipes?

Clark: We do not have any lead pipes in the City.

O'Neill: No lead pipes. Not throughout the City.

Clark: Unless they snuck out from under us that we did not know about.

O'Neill: There is no lead pipes.

Clark: We have no lead pipes in the City.

O'Neill: All right. Then when you put new piping in, you said there was pipes that were breaking, and we don't use those kind anymore. What kind of were those?

Clark: Those are asbestos cement, AC pipe.

O'Neill: Okay.

Clark: As we call it. The new term is transite. Does not sound as scary.

O'Neill: It does sound scary. Like the chloride.

Clark: It really depends. AC pipe or transite pipe in my experience, I have seen some that look like they are brand new from the factory. It is almost a shame to spend the money to replace it, but we do anyways. Then you get into some that just maybe it was a manufacturing issue at that time, that just are not as well made. Obviously, PVC is what we use now and it is to last much, much longer. There is besides the hazards of cutting into that AC pipe, there is really no other hazard beyond that and it does perform very well.

O'Neill: What percentage in the City is AC pipe right now, approximately?

Clark: There is approximately 200 miles out of our 800 miles worth of pipe.

O'Neill: 200, so one quarter. Everything you do new is PVC?

Clark: It is all C-900 is the way we do it now. That is part of our standard. It is all C-900 water line

O'Neill: That is you are specialty. That is holding up fine.

Clark: That works great.

O'Neill: Okay.

Lorenz: We homebuilders fought the poly butylene battle, like you guys are doing with the PVC.

Clark: Yes, Chairman. We had to make adjustments. Only a portion, a piece that I do not like is the polyethylene service lines. The previous ones that we were using, they were not as resilient, they were not as strong. They did not compare to copper.

Lorenz: Right.

Clark: We had to switch over. We went to a new PEX type polyline and it is much more resilient and should be less, as long as copper we hope.

Lorenz: Crosslinked polyethylene, right.

- Clark: Yes, is it is a crosslink poly, and it worked very well. Like I said, there may be a few copper lines that we missed when we started changing them all out, but they are probably still there, and we never knew.
- O'Neill: As old as this town is there is no lead piping you said.
- Clark: No lead pipe.
- O'Neill: There never was or it has been replaced?
- Clark: I have not seen any lead piping for water line in this in this City. Go ahead.
- Widmer: Mr. Chairman, Vice-Chair. Back in I think it was like the '80s and the '90s when Dr. Garcia was here and he was in charge of engineering, they did a massive reconstruction and went through and replaced every single lead service line in the City.
- O'Neill: Outstanding.
- Widmer: If we were to run into one, we would be highly amazed. At that point it was every single one of those was taken out along with the copper service lines.
- O'Neill: Thank you.
- Widmer: Now we have run into a copper service line once in a blue moon, but we have not run into lead for ages. All of that was taken care of together. For the record, Adrienne Widmer, Assistant Utilities Director, I forgot to say that at the first sorry.
- O'Neill: Thank you for that.
- Widmer: You are welcome.
- O'Neill: Appreciate the information.
- Clark: Yes, and I believe that it is not really the lead pipe. It was a cast iron pipe but with lead packing. Where the joints come together, they would heat up the lead and pack it into the joint. I have seen that in my past experiences with Public Works digging up all over the City, but that was replaced.
- O'Neill: That is what is the problem is like Flint, Michigan and everything going on.
- Clark: Yes, I think they have a very, very old system, which is well beyond ours was.
- Lorenz: We were still using buckets around here when they started installing.

- Clark: Yes. Chairman, Look up Orangeburg that will blow your mind away. Right? He knows exactly what that is, Orangeburg. Take a look at that and you will see. We actually have some of those in old areas still I believe, I mean I am sure we missed something. I have been in neighborhoods where we have Orangeburg. If you wanted to recycle your cardboard, that is what you would use.
- O'Neill: My second question, Mr. Clark.
- Clark: Yes sir.
- O'Neill: By the way thank you for the great presentation and PowerPoint.
- Clark: You are welcome.
- O'Neill: You have given us. Very clear. These legislative grants that you receive. Is there a time limit on using them like there is with Parks and Rec?
- Clark: Chairman. There is. Three years is the time.
- O'Neill: Three years.
- Clark: Yes, three years. Then we have to spend a certain amount like 5% within so many months of receiving the grant.
- O'Neill: We have not had a problem with that?
- Clark: No Utilities.
- O'Neill: Okay.
- Clark: Yes, not Utilities.
- O'Neill: Thank you. Then my last question, and it is entirely related, but I think it is, the land at Tashiro, I know you are doing a lot of work there. There is a land there on Valley and Tashiro, is that owned by the City? Is there any prospective use for that? I know there has been a lot of talk about different things you know ball fields. Do we have any information on that, that land?
- Clark: Chairman, Committee Member O'Neill. I could not answer that. I do not know the answer for that. I am not familiar with that spot.
- O'Neill: Yes I thought maybe it was out of your purview there.
- Clark: Yes, it is out of my purview. That would be something for Land Management or Public Works to respond to.

O'Neill: Okay. I was just curious, because I know you are dealing with the utilities around there.

Clark: Yes.

O'Neill: I don't know if you were given any instruction about that. You do not even touch that land as far as what you are doing.

Clark: As far as what we are doing, that is correct.

O'Neill: Okay. Thank you.

Clark: You are welcome.

O'Neill: That is all.

Lorenz: I just have a couple quick one's for you, and it is mostly because of my passion for technical issues. When you say high pressure and low-pressure gas lines, what are you talking about? I mean actual technical data. I mean what type of pressures are you referring to?

Clark: Chairman. I believe our pressures, when we talk about high or even intermediate, they are around 300 psi. You are well, within the City, I could not tell you exactly in that spot, but around 300 psi. As it starts heading off to the west, it increases, obviously, because we start coming off the Afton line and we see it at about 600, right? Then you are talking about low pressure. You have low pressure which starts at around 15, and then the intermediate is about 30, so that is pretty low pressure when it comes to Utilities.

Lorenz: Sure. That answers my question. My next question was what transite is but now I understand it

Clark: Transite AC. Yes, that is the

Lorenz: Concrete.

Clark: That is the friendly word, transite.

Lorenz: My next question is, you were referring to this water line, you are going to lay underneath the future Mesa Grande Boulevard You have got this wonderfully straight line drawn, and I have not seen anybody ever build a street in Las Cruces that is wonderfully perfect straight like that. You also talked about setting maybe not final grade, but some initial grade that is going to be near final grade to avoid having to relocate that pipe later. I have driven that. It is far from flat.

Clark: Yes.

Lorenz: Are you going to have to build bridges and that type of thing? Are you going to put culverts in underneath this to handle arroyos or?

Clark: Chairman. You are exactly right. I mean there is going to have to be culverts built in there. There is already been a drainage study in that area. There is large culverts that were identified to be installed as you start heading to the north, right? We will be putting in some of the smaller culverts to handle the smaller flows. In instances where there is large concrete boxes, we will more than likely be going, kind of moving our alignment off to the east and then down into the bottom of the arroyo, and then coming back out and then getting backed up on the alignment again. It is pretty typical that you see around here, all the bridges built on Sonoma Ranch, they are not at the top of the bridge, they are off to the side on county side, with the exception of one or two.

Lorenz: I have seen those manhole covers down in the arroyos.

Clark: Yes. With the exception of one or two, I think the, I cannot remember which one, I built all those I cannot remember what they are anymore now.

Lorenz: That is all of my questions. I really appreciate the presentation and the information.

Clark: Thank you.

**B. Parks and Recreation Projects Update**

Lorenz: Cathy Mathews is next with the Parks and Rec update. What happened to Sonya? She does not like us anymore?

Mathews: Good afternoon, My name is Cathy Mathews. I am the Landscape Architect with Parks and Recreation Department. I wanted to go over the Park Impact Fee Capital Improvement Projects that we have on our list right now. We have eight projects currently. You have seen all of these before, none of these are new. We have Apodaca Park Aquatic Playground, East Mesa Public Safety Complex Park, Highland Park Land Acquisition, Metro Verde neighborhood parks, plain old neighborhood parks, Pueblos at Alameda, and Unidad Park as well. For a total for each of those projects, not all this is PIF, but for \$3.9 million.

At Apodaca Park we are proposing an aquatic playground and a multiuse path to do some renovations there. We are in the planning stages. As noted here it is in District 1 on Madrid, at the corner of Madrid and Solano. Our proposal is to demolish the existing swimming pool, install an aquatic playground, a splash pad, new picnic shelters, new multiuse path, new restrooms, and also refurbish the playground that is in the vicinity. The Park Impact Fee is a match to a grant, an Outdoor Recreation Legacy Program Grant, which is through the Land and Water Conservation Fund, to the tune of \$750,000.00.

We have been working closely with the state parks and the National Park Service to actually be awarded that grant. We have been told we have been awarded that grant and yet, maybe 18 months later we still do not have the funding, but we have high hopes to get that funding.

The next project is the East Mesa Public Safety Area Park near to the Public Safety Complex in District 6 on Sonoma Ranch Boulevard. This funding will likely be used in support of the GO Bond funding that is being used to construct Phase 1 of the plan that you see here. This is the master plan for that entire recreation complex, and Phase 1 will be two baseball fields, two soccer fields, eight pickleball courts, and 10 acres of park, along with associated roads and some parking as well.

Then also Highland Park part of that funding for that project is Park Impact Fees that the Highland Park is located on Emerald Street north of Highland Elementary School, it is land that is leased from the BLM. The plan is to build these open space, open play areas that are configured so that soccer games can be played or baseball games can be played in these areas, as well as walking paths that can help children get from the neighborhoods to the north of this park to the school without having to go on to Emerald Street.

Also, what we call that land acquisition planning and design for parks. The idea is just to have a fund available, have a line item in the CIP available so that we could purchase land. That we could initiate these kinds of projects, which is relatively new concept for us. We do not usually buy land. We are preparing to do that. Currently right now we are working with Tierra Del Sol, the affordable housing developer on a two-acre park that will be part of their nine-acre development on Central Road in District 5. This is the configuration as it stands right now. This is just recently passed through the Planning and Zoning Commission and so the preliminary plat has been approved and it looks like we will be getting two-acres and we will design and build a park on those two-acres.

Metro Verde neighborhood parks. Of course, Metro Verde is the large conglomeration of many, many phases of subdivision work going on. We have just recently closed out what we call the Ninja Park. It is sort of outdoor American Ninja type equipment and it is really fun. It is very fun. It is going to be very enjoyable. We just close that out.

We have completed the Red Hawk Villas Park which is a large grassy area with a plaza in the center and some lovely lighting and open grass space. We are in construction right now on a skate park. skate spot park. They poured concrete yesterday. We are getting ready to start on construction of what is called Trails at Metro. There will be a couple of parks adjacent to each other, one designated more for smaller children, one for five- to 12-year-olds.

We are in planning and general discussions about a 10-acre community park in one of the phases at Metro Verde. This is one of the needs for our park

system is to have more larger community parks. We have many, many pocket parks, many neighborhood parks, we are getting many neighborhood parks, but we also have need for community parks that serve the broader community beyond just the neighborhoods. Other neighborhood parks that we are working on, we have been working with another developer in the Rincon Hills area, and that project closed out in January for a three-acre park with open play space with grass, and an in ground slide which is children find irresistible, many adults too, and some different kinds of play equipment. It is a multiuse facility, so it is a park that occupies the same space as stormwater management facility, which may or may not prove to be a good idea. Also, that is in District 5. There is a picture of the part of the play area and the grassy space for the Rincon Hills Park.

Also, we just completed playground installation at a neighborhood park, we call it Pueblos at Alameda but it is on Calle Abuelo in District 6. The installation was delayed significantly because our contractor just could not get the play equipment in. It took close to six months to get that play equipment in once it was ordered. There is the picture of the park before the play equipment was actually installed. It is got lovely views of the mountains and can serve as a trailhead into trails onto the adjacent BLM land. Also, our Park Impact Fees, Council approved us using close to \$600,000.00 of Park Impact Fees to supplement the GO Bond funding for the Unidad playground and the Unidad splash pad. The Park Impact Fees will specifically go to support the splash pad, because that is a new level of service. It is not a replacement, but it is an increased level of service in the vicinity and was part of the original master plan back in the day, and just was never built. Now that the GO Bond allowed us to do the planning and design for that, and then the Park Impact Fee money will allow us to complete construction on that. Again, it is going to be massively fun. I think people are going to enjoy it a lot. That is the end of my presentation regarding those Capital Improvement Projects that are supported by Park Impact Fees. I would be happy to take questions.

Lorenz: Well, I could not possibly ask anybody other than Mark for questions about parks.

O'Neill: I think only one. The City and the Park Department has certainly responded to the need, and with the expansion of our City for parks and recreation facilities. I think you guys have done great, fantastic job of that. Nowhere in here, I have a question, being a member of Dog Parkers here and went to the one dog park on Meerscheidt there. I do not see any mention in any of these parks. I know we talked about when I was on the board expansion having at least two or three more dog parks in town. Where are they going to be? What parks are, or how many? Because I know some cities after researching this a little bit our size have as many as five. I just wanted to ask about that because I did not see anything about it.

Mathews: Yes Mr. Chair, Mr. O'Neill. These projects that I just described right now are those supported by Park Impact Fees. We have 33 projects total going that are supported by many other different kinds of funding sources. Specifically, with regard to dog parks, we have two dog parks that are being under construction right now that are supported by GO Bond funding. One is by the Animal Services Center off of Bataan Memorial at McGuffey or Jornada, cannot remember. Rinconada. Thank you. Rinconada. Also, a dog park at Burn Lake off of Amador.

O'Neill: Is there anything in the planning out further like by East Mesa area?

Mathews: The one, I would call the dog park at the Animal Service Center on Rinconada, I would call that East Mesa. It is east of the center of town.

Lorenz: The third exit up the hills.

O'Neill: We are looking at, at least three will be.

Mathews: Correct. We will have three

O'Neill: In a year or two, whatever.

Mathews: Fully constructed.

O'Neill: That would be cool.

Lorenz: Does your dog pay impact fees? Okay.

Mathews: The dog hopefully pays license fees.

O'Neill: The people that own them do. And a lot of them own them.

Lorenz: Any other questions from the committee?

Newby: I have one.

Lorenz: Mr. Newby.

Newby: Good afternoon, Kathy.

Mathews: Hi.

Newby: Did I read in the paper this morning that Morrow started digging holes for East Mesa at 175,000 cubic yards of dirt to be moved?

Mathews: Yes.

Newby: That is a lot of dirt moving.

Mathews: That is a lot of dirt.

Newby: Yes, that is cool.

O'Neill: We should build a bicycle motocross course than with all that dirt out there.

Mathews: Mr. Chair, Mr. Newby. That is of course the East Mesa Public Recreation Complex. They did the groundbreaking, yesterday.

Newby: Lovely day.

Mathews: Day before. Yes, it was lovely. Sandblasted.

Newby: That is great news. Thank you.

O'Neill: Easier to move that dirt

Lorenz: As long as you are trying to move it east. I think that is all we have got for you. Thank you very much.

Mathews: Thank you very much.

O'Neill: Thank you for the presentation.

Lorenz: That concludes today's new business.

**C. CIAC Members Discuss Possible Future Work Session and/or Training Session Topics and Identify Date(s)**

Lorenz: Looks like our next meeting will be on March 17th.

Newby: Excuse me.

Lorenz: Yes sir.

Newby: We have one more item, 5 c.

Lorenz: Did I miss another one?

Newby: Unless I missed. Did I sleep through that one?

O'Neill: C.

Lorenz: CIAC Members Discuss Possible Future Work Session.

Ruiz: Yes or trainings.

Lorenz: It would be my first.

Ruiz: Yes.

Lorenz: Tell me what is going on here Alma.

Ruiz: Alma Ruiz, Senior Office Manager for the record. After the December meeting Mr. Curnutt and Mr. Newby and I had a conversation in which they were inquiring or stating it would be nice if they had an opportunity to meet with Parks and Rec individually, get some information, Utilities individually, get some information, Public Safety as well, either in a work session or training session. I thought I would put this on the agenda today so that more discussion could be had, and have City Clerks Christine Rivera chime in in regards to what can and cannot happen.

Lorenz: Fantastic. Mr. Newby and Mr. Curnutt I like your idea. Would you care to expand?

Curnutt: Well, yes, I will throw out a concern that I have. You know I was the new kid on the block and as such, I am sure I do not understand completely the full role of this committee. As a result of that you know what I would like to propose is that, not talking about anything as far as any of the projects or any issues like that, but I would like us to be able to as a committee to really understand you know the, the 94-008 ordinance 1335, which is kind of an abridgment of what we had in our presentation today by the consultant. I would really like us to talk about what that really means. Then you know I think there has five points that are articulated in that that are summarized from that ordinance that outlines the duties of this committee. With that, you know to be honest with you, what I have not seen, we have had some tremendous, and I compliment the staff on the tremendous briefs that we get, but if I took and tried to develop the whole process that is related to our duties, I can not see that we are hitting all the checkpoints, and I do not know, if we are hitting the checkpoints. I do not know if we are reviewing the right data that is being presented to ensure that we are staying on the track that is been articulated for us to do. We may be getting to the right results at the end, but I do not know that. You know and when I look at our report, you are right in the last three years we had three action items. I mean, we have action items where we approved an agenda or we whatever, but we only had three action items. To be honest with you, that is kind of scary to me that this committee is involving everybody's time and efforts and we are only making the decisions three times in three years you know. Like I said the train may be on the right track and moving forward, and I am just running trying to catch up and I apologize for that. If we could sit down and just enlighten me as to what the process is, what data we really need from the staff to ensure that we are following the processes and hitting that right check points.

Lorenz: That is fantastic. Maybe Ms. Driggers.

Ruiz: I wish. She retired.

Lorenz: She was fantastic. She did a great job in previous presentations to this Board to make sure that not only did we understand what the statute said, our role is, but also gave us some really clear understanding of how to keep ourselves out of hot water by when we speak to each other, and when we speak to City Council, things like that. I like the idea of making sure that we are doing our job and we are doing it correctly. Absolutely.

O'Neill: I felt the same way when I first came on the board as what you are saying. I felt the same way. Exactly what you are saying.

Lorenz: The first path through the first impact fee study is really valuable, just so you can see. I suggest we all ask as many questions as we need to, to get the understanding because trying to look at the beginning as a land use assumption, and the end as an impact fee, and how do you get from point A to point B and make sure that not only is the funding there that is needed to be there, but are the people that are paying it, paying what they should be paying, and are we correctly calculating what our current level of service is? It was a pretty intense process for me the first time around. I am sure it was for some of these other guys. I think you will get a lot of that understanding through this Public Safety Impact Fee study. At first when Alma was speaking, I was thinking you were wondering more about the inter-workings of these departments that receive the fees, but now I think you are

Curnutt: Well it is related, because how can I go to Parks and Rec and ask them questions, if I am just wasting their time if I am not asking the right question.

Lorenz: Right.

Curnutt: You know I have got to understand again how that train track runs and all the stops along the way and how we monitor it and the speed that we need to be going through the process. Because again you know I could go and spend all day and enjoy the conversation, Parks and Rec or with Utilities or what have you, but I do not want to waste their time unless I am assisting them to accomplish their mission by ensuring that we are doing our mission correctly.

Lorenz: Absolutely, I think some legal advice would be a great place to start. It is something we do every time we have a new member. I do not think we have had the opportunity since you have been here. I think that would be a great place to start. Then see what I can put together for maybe some discussion points to talk about that, consultants, process of creating the impact fee, and maybe that will help us understand. I think we probably do as a committee have a little greater purview than what we take advantage of over Capital Improvements in general. If you look at the statute, it does talk about some oversight over into many other parts of Capital Improvements in the City

than what we actually take oversight over. Most of what we look at, in my tenure here anyway, has been over impact fees, which is a small portion of the Capital Improvements expenditures. I think we do have some oversight capabilities there that I am not sure whether they fall on the side of capability or responsibility. That would be some great questions for counsel.

Ruiz: Alma Ruiz, Senior Office Manager for the Utilities. I believe, actually Robert Cabello did present, you were just out that meeting.

Lorenz: I missed it, did I.

Ruiz: Yes. He presented on OMA, the Open Meetings Act, the CIAC responsibilities as board. I could resend his presentations, but it is in your packets that you received. If there was any questions pertaining to that or need additional clarification, we can ask him to expand on that.

Lorenz: Okay. I want to get my thoughts wrapped around your question. I would like for you to put this on the agenda for the next meeting so we can further this, and maybe I can have something more intelligent to say.

Curnutt: Well, let me, I am going to ask, does it have to come, if we are trying to hammer out the agenda for a training does it need to be, do we need to have everybody that is in this group in that or can they just be the committee hammer out?

Ruiz: Alma Ruiz, Senior Office Manager for the Utilities. If the CIAC members meet as a five member, even as a three member it is a quorum and therefore, it would have to be in a public setting. An agenda would have to be published. You could do a like a work session to have a meeting to iron out the training agenda. It would be public and people would be here listening, the four people from the public that come.

Lorenz: Certainly, Mr. Curnutt some agendas that are much lighter, and some that are much heavier. On one of those times when it is much lighter, we could certainly spend the time instead of dragging poor staff members up here to just give us reports all the time, which honestly in my tenure half of what we have done is just listen to reports, because we have not had anything before us, like we are about to have with Public Safety. We have been in a bit of a draught, certainly, when Public Safety was postponed for a year. My first statement I think was I do not know what we are going to do for the next year. We did not do a whole lot. This would be a great opportunity. I doubt we will see those consultants back in the next two or three months. This is a great time to do this. Let us hammer out a little plan next meeting.

Ruiz: Okay. I will put that on the agenda item. Thank you.

O'Neill: Yes, it would be great to tie it in, like you are saying with one of our meetings either before or after or during you know.

Lorenz: Right or in replacement of and get Adrienne and Delilah some time to go do what they do that is productive. Thank you.

**6. Next Meeting Date - March 17, 2022:**

**A. Old Business:**

**i. Public Safety Impact Fee Study Update**

**B. New Business:**

**i. Utilities FY22 Mid-Year Financial Review Update**

**ii. Parks and Recreation FY22 Mid-Year Financial Review**

**iii. Public Safety FY22 Mid-Year Financial Review**

Lorenz: That will be March. Maybe Jason will have a little bit for us, and some financial reviews. Other than that, I think that is it for today. Gentlemen, I mean, for the good of the order. Other than the governor said we do not have to wear masks anymore.

Walsh: I confirm that it is ok that we take them off.

**7. Public Participation:**

Lorenz: Public comments for good of the order.

**8. Board Comments:**

Lorenz: Board comments for the good of the order.

**9. Adjournment:**

Lorenz: All right. Adjourned it is. Thank you.

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Chairperson