Chair Curnutt called the Regular Meeting to order at approximately 1:30 p.m.

1. **Welcome New Member Zachery Freilino by Chair Curnutt:**

Chair Curnutt: I would like to introduce our New Member of the Committee, Mr. Zachery Freilino. Zack, if you would take a minute and introduce yourself and tell us whatever you think is good about yourself.

Freilino: Hello, everyone. I am on a couple other boards so usually we just shout at each other; we do not have the microphone and all that. I am from Las Cruces, graduated from New Mexico State business degree. I sit on a couple other boards; Zia Therapy Services in Alamogordo and Casa de Peregrinos here in Las Cruces, if you guys are familiar with that one, building a new building up the street. I am just excited to be voted on this Board and Cruces is growing and I am excited to be part of that. Thank you.

Chair Curnutt: Thank you.
2. **Conflict of Interest:**
Chair Curnutt: At this time, I need to check to see if there is any Conflict of Interest between any of the Committee Members or any of the City staff members. Conflict of Interest of anything within the Agenda that we are covering today.

O'Neill: I have none.

Chair Curnutt: Mr. O'Neill, none.

O'Neill: I have none.

Chair Curnutt: Mr. Freilino. No.

Newby: None.

Chair Curnutt: Okay Anything from the audience? Any other Staff members. Okay.

There were none.

3. **Acceptance of the Agenda:**
Chair Curnutt: We will move on to Acceptance of the Agenda. Do I hear any comments or a motion to Accept the Agenda as is?

Newby: So, made.

O'Neill: I will Second.

Chair Curnutt: Okay. We have a Motion for and a Second. All in favor?

O'Neill: Aye.

Chair Curnutt: Aye.

Freilino: Aye.

Newby: Aye.

Chair Curnutt: Okay. We accept that.

The Agenda was Accepted Unanimously 4-0.

4. **Acceptance of the Minutes:**
   A. **Regular Meeting on February 23, 2023.**
Chair Curnutt: Okay, moving on down our Agenda then to Acceptance of the Minutes. Any comments related to the Agenda, I am sorry, to the minutes of our last meeting.
O'Neill: I will make a Motion we accept the minutes as presented.

Chair Curnutt: Okay. Thank you.

O'Neill: Of the last meeting.

Chair Curnutt: Mr. O'Neill.

Newby: Second.

Chair Curnutt: Second. Okay. We have a Motion and a Second. All in favor?

O'Neill: Aye.

Chair Curnutt: Aye.

Freilino: Aye.

Newby: Aye.

Chair Curnutt: Okay.

The Minutes were Approved Unanimously 4-0.

5. City and/or Consultant Follow-Ups:
   A. Timeline Check Points/Updates on Studies requested by Chair Curnutt:

   i. Utilities Development Impact Fee Timeline Verbal Update by Domonique Rodriguez:

Chair Curnutt: Next, we have item five, which is City staff and/or consultant follow ups. If you remember, this is a new Agenda item that we have. Each meeting that we have, if we come up with follow up items, either by a Committee Members or in turn the staff, this is where we discuss the previous meeting. We then will take and initially follow up on those assignments. This time we are going to just follow up on the timelines. If you recall, I asked if all of the departments could identify or start working on a timeline for their Impact Fee, verbal updates and etc. so we could have an update on those. At this time, if we could Utilities Department, do you have any comments on your timeline?

Rodriguez: Chairman, Board Members. My name is Domonique Rodriguez, Deputy Director for Business Services. Our Impact Fee timeline is, we are looking to come back in April to go over the comments and present with Consultant Julie Herlands from TischlerBise. At that time, we will add an Action item just in case you are ready. If that does get approved in April, then we are looking for May/June, depending on deadlines, that we would take the Impact Fee Report for acceptance by the Utilities Board. Then June/July we would take it to City Council for a Work Session. They do not vote, but we do give them that information for them. Then in July or August we would update the tariffs to be
approved to the Utilities Board with an effective date of that following month. If we took it in August, the effective date would be September 1.

Chair Curnutt: Okay. Thank you. Any questions or comments? Mr. O'Neill.

O'Neill: I have a question. You have us, you have it going to City Council June or July, but we are not presenting to the Utility Board until August or September. Help me with that.

Rodriguez: No, sir. The Utilities Board would accept the report May or June.

O'Neill: Okay.

Rodriguez: Once they do that, then we will take it for a Work Session to inform City Council in June, July, depending on again that it could be off by a month based on due dates. Then after that, once City Council has heard this Work Session, then we would come back to the Utilities Board because they have the authority to approve the tariffs.

O'Neill: I see.

Rodriguez: You would approve the report first before it moves forward in any direction.

O'Neill: City Council will get our input as well as the Utility Board?

Rodriguez: That is correct, sir.

O'Neill: Okay. Thanks.

Chair Curnutt: Okay, Mr. Freilino. No. Mr. Newby.

Newby: I am good.

Chair Curnutt: Okay, I have none. Thank you.

Rodriguez: Okay. Then just another update in terms of timelines, we wanted to let you know that we will be creating a training packet for you, and then schedule a training that will be held by Nann Winters, who is our Utilities Attorney. That will be forthcoming as well.

Chair Curnutt: Okay.

Rodriguez: All right.

Chair Curnutt: We have not defined that yet when?

Rodriguez: That is correct, sir.
Chair Curnutt: Okay. Thank you.

Rodriguez: Thank you.

ii. Parks and Recreation Impact Fee Timeline Verbal Update by Cathy Mathews:

Chair Curnutt: Okay, Parks and Rec. Do we have Cathy with us this afternoon? Ms. Mathews. Thank you.

Mathews: Thank you, Mr. Chair. Cathy Mathews with the Parks and Recreation. I do not have a formal timeline for our Land Use Assumption Study CIP (Capital Improvement Plan) process, and I think the outline I do have will have to be adjusted quite a bit. That said, we have TischlerBise under contract to perform the work. We have had an initial kickoff meeting with them this month. Running through their initially proposed schedule it shows a completion date in June of this year. Given what I have just learned with regard to Utility schedule, I do not think that is realistic. I will bring back next month a much more realistic and firmer timeframe for you all.

Chair Curnutt: Okay. Thank you.

Mathews: Thank you.

O'Neill: Thank you.

Chair Curnutt: Any questions? Mr. O'Neill.

O'Neill: I am good.

Chair Curnutt: Mr. Freilino.

Chair Curnutt: Okay, thank you.

iii. Public Safety Impact Fee Timeline Update by Fire Chief Jason Smith:

Chair Curnutt: Okay. Chief Smith. Alma, do you have anything?

Ruiz: No, just pulling up his presentation.

Chair Curnutt: Okay.

Smith: Good afternoon, Committee Members. Fire Chief Jason Smith. I am going to be presenting our Public Safety Impact Fee update schedule. Really, we just went through this process last year in June of 2022. Our new fee schedule went into effect July. We are on that beginning of that five-year schedule. We are just you now several months into that.

Talk about some of our current uses for our Impact Fees. Most of that goes to debt service for the East Mesa Public Safety Complex. Then the initial purchase
of Fire Engine 8 was also done with Impact Fees. We have, following this slide here; we have a general outline of what our update could look like in the following years. I am going to actually introduce Battalion Chief Tibor Kocsis who was really with me along the way this last year on our complete update. I am going to give him a chance to go over the schedule and give you some more details.

Chair Curnutt: Okay. Thank you.

O'Neill: Thank you.

Kocsis: Good afternoon, everybody. Battalion Chief Tibor Kocsis. Like the Chief said I was helping him with the last Public Safety Impact Fee update. We wanted to go through a proposed timeline with you so that we can smooth the process out a little bit better than what happened last time, and then just kind of share some of the things that we learned about on the previous update.

Like Chief said, we just updated the Public Safety Impact Fees in July 2022. They are scheduled to expire on June 30, 2027. We will go ahead and jump into the timeline. Really there is nothing that needs to happen right now until about the end of 2025. We have on there the projected operation date of Fire Station No. 9. That station is going to be opening, and that is significant because that is going to be a substantial increase to our capital inventory. That is going to adjust the numbers and it will play a factor later on in the timeline. In December 2025, us as a department would it be budgeting for the consultant, if we choose to update the fees. Then in January or February we will be coming to you, as the Committee to review the Land Use Assumptions. Then any comments on the Impact Fees. This is giving you the opportunity to decide if we need to update that Land Use Assumption. Then if the update is needed for the Impact Fees.

With that written response, we take that to City Council and do a Work Session, let them know what is going on. If we decide to do an update, we go ahead and set an RFP (Request for Proposal) for a consultant to help us with the Impact Fees as outlined in the development code, or the RFP, June 2026, just as a fun note, East Mesa Public Safety building will be paid off. Currently Public Safety Impact Fees is paying for the debt service on that building. After the award, and then the consultant and we get underway, go ahead and start the update for the Public Safety Impact Fees. So August 2026, we will be working on the CIP and land use assumptions. We will be bringing it to this Committee for them to review and take any of their recommendations from that. Hopefully getting a final draft of that by the end of September, early October. Then from October/November we will start working on that fee schedule, working with the consultant, and he would be providing the updates, and then any recommendations from there. January 2027, City Council presentation of the proposed update, along with starting our public input meetings with the community. This last update we had approximately six input meetings. The
biggest one was with the Homebuilders Association, there is a lot of members there, but not much activity in the other meetings.

The last slide, it says here in November, we get a fee schedule final and then a written recommendation from you as a Committee. Talking with Chief Smith we might actually move that to March 2027 to get the final recommendation and the written recommendation, so that it is ready for the public hearing on April of 2027. Then taking to City Council for adoption. Now, if you notice we have May/June as alternate for adoption. That gives us that little bit of buffer before the fee expires in July 2027. With that, I will stand for any questions.

Chair Curnutt: Okay, Mr. O'Neill any questions?

O'Neill: I just like to say thank you. This is exactly what we have been looking for, these kinds of timelines. Thank you.

Chair Curnutt: Okay.

Newby: Great job. Thank you.

Chair Curnutt: Okay. Okay, you want to say it again.

O'Neill: I think my voice is loud enough.

Chair Curnutt: Chiefs, thank you very much. It is a great timeline. I appreciate that. I recognize that when you go that number of years out, it is kind of spongy. As we get closer, it solidifies, but it gives me a great feel of where you are headed, and that you are thinking further out than tomorrow. Thank you. Good job.

6. Old Business:
   A. Discuss Comments on Studies/Updates by CIAC Committee Members:
      i. CIAC Chair Curnutt:
Chair Curnutt: Okay, we will move on to item six on the Agenda, which is under Old Business. Discuss Comments on Study Updates of the CIAC Committee Members. If you recall last month, we had the Consultant make a presentation on the study that they were having for the Utilities Department. We in turn provided some comments during the meeting. Mr. Gomez followed up a few days afterwards - he asked about a timeline, and he took it as meaning we needed to give him, he wanted, he wanted him to give us a timeline when he needed our comments. Well, he came back two days later and asked for comments. Instead of taking the comments that we provided during the meeting, we took those then and we put them into a written format. I think that everybody's seen those in the packet. What I would like to do is have each of us, the Committee Members that made comments add to or correct or say anything else pertinent to those comments that they may have.

Looks like I am first on the agenda. My comments were, is I provided comments. Those comments are really taken off of the comments that I
provided during the meeting last month. I did not add anything in addition, I just made a summary of those comments and put them in written format.

ii. CIAC Vice-Chair O'Neill:
Chair Curnutt: Mr. O'Neill, do you have any comments you would like to add to yours or to?
O'Neill: Nothing to add. I just had some general concerns based on basic topics like timeline, and legal and then certain questions that I had asked that I was looking for some answers to that were not clear to me in the responses that we got at the last meeting. You have all that. There is nothing extra.

Chair Curnutt: Okay, Mr. Newby.
Newby: Yes, sir. Number one, it is hard to remember all the questions, so the minutes do help.
O'Neill: I waited till I got them.
Newby: Yes. I also noted that there is a lot of our comments that are similar with minor change in them so I do not know if the consultants need to answer specifically every single question because there is overlap, especially when you would make a comment, they would be, you know ...

Chair Curnutt: Right.
Newby: Give some kind of response, and then maybe I would then respond on that. Otherwise, it will take forever for the Consultant to come back and go through every one of those. I would hope we would trust them to congeal as many as possible for timeliness. Then there is also very discrete ones that each one of us asked.

Chair Curnutt: Okay.
Newby: I would not want them to infer that they are going to go down every single comment or question as long as it has been answered prior to that. I think it is a great idea.

Chair Curnutt: Okay. Well, I, you know, I am not sure how the review process goes. Maybe we could spend a minute or two clarifying that. My perception would be is that we provide the written comments, Utilities would go through and flesh those out and identify which ones they can answer, and which ones are duplicate, and then pass on the ones that need to go to the consultant. Anyway, the floor is now yours.

Rodriguez: Chairman. Domonique Rodriguez, Deputy Director for Business Services. That is exactly what we did. I grabbed everything that you guys provided, put it into one document in its entirety, with duplicates, that way we could go line by line, and then whatever we were unable to answer or additional information
that needed to be provided by the consultant, we did send to her. We are working together with it. Updating the presentation as was requested and some labeling to make it a little bit clearer in some cases. We are going through that. We have gone through our portion. She is going through hers, and then we are going to come together. Then I guess leading into the you know my next discussion was that we will come in April with her to go through all of that with you.

Chair Curnutt: Okay, very good. Thank you.

Rodriguez: You are welcome.

iii. **CIAC Member Newby:**

Newby: Chair.

Chair Curnutt: Comments.

Newby: One thought I had also as well as the questions and comments from the three of us about where is that water line? Where is that park, etc.? I think it would help all of us if either the consultant or in concert Utility Department or the Fire Department or whoever is asking, would either do a map that can be thrown up there or some hint to the consultants to understand, and this was especially true for Utilities, because you all by far have the most projects. Give us some idea of what it is, where it is. We got some of that in our questions but in some cases, even the Utility Department did not know which ones were and they were going through the minutes trying to figure out that. A little preparation on what the project you are asking for, where it is, what it is, like I said maybe a map or something and that would be true, and it is a little easier with Fire because they usually build one fire station at a time. It'd be nice to know where it is on a map or something.

Rodriguez: Yes, Chairman, Mr. Newby. Yes, we can add that type of information. I do apologize for not being at this meeting. I was pulled into another all-day kind of. We can show projects that we have identified in it. I know that there was discussion about where are all the water lines, and so we can bring kind of a map to show you where everything is. Some of them were used to help determine costs in future years. Whatever we are projecting, we can bring that in a map to make it easier for you to see what is going on with it.

Newby: Mr. Chair. If it is a map or something that that could be included in our agenda, that way we are studying judiciously prior to the meeting, we can inform ourselves and might cut down on the number of questions we have to ask.

Rodriguez: Yes, sir.

Newby: Thank you.
Chair Curnutt: I think Mr. Newby's saying, just remember your audience with the report. Recognize that we aren't as familiar with everything as you are in your own department.

Rodriguez: Chairman. Yes, sir.

Chair Curnutt: Just helping us understand the basics. You may have briefed us six months ago on where everything's at, you may have given us a tour of where everything's out, but just it is hard for us to retain it since we do not deal with it every day. Thank you.

Rodriguez: You are welcome.

Chair Curnutt: All right. Appreciate it. No other comments. All right. Thank you.

Rodriguez: You are welcome.

B. **Utilities Impact Fee Verbal Update by Domonique Rodriguez:**
Chair Curnutt: Okay. I guess we have Park and Recs now to give us a verbal update on Impact Fees. Have I skipped one? All right. I skipped one. I am sorry, Cathy I dot ahead of myself.

Newby: Let the record reflect the first mistake.

O'Neill: Utilities Impact Fee.

Chair Curnutt: All right. Domonique go back to you now for part B, Utilities Impact Fee Verbal Update. Thank you.

Rodriguez: You are welcome. Mr. Chairman.

Chair Curnutt: No wonder you are hesitant to step out.

O'Neill: Did not mean to push you away.

Rodriguez: I guess. Chairman, Board Members. Domonique Rodriguez, Deputy Director for Business Services. I was going to kind of reiterate what we just kind of talked about. Utilities Staff and TischlerBise Consultant have and are reviewing all comments, working to provide answers, and make the necessary recommendations. We hope to get this done soon so that way we can send it to you ahead of time, because there was so much, that way you can review it. Then just that we will be back with Julie in April to go through this with you.

O'Neill: Timelines also.

Rodriguez: Yes.

O'Neill: Thank you.
Rodriguez: We will provide, I mean the timelines are similar, but we will make sure to add that slide in our presentation and so that way you can see kind of the flow of how this is moving forward.

O'Neill: Thank you.

Chair Curnutt: Thank you.

Rodriguez: Okay. Any questions?

Chair Curnutt: Questions? No questions. Thank you.

Rodriguez: Thank you.

C. Parks and Recreation Impact Fee Verbal Update by Cathy Mathews:

Chair Curnutt: All right, maybe we got it right this time, Cathy. Thank you.

Mathews: Thank you, Mr. Chair. Cathy Mathews with Parks and Recreation. As I noted, we just got TischlerBise under contract. We have met with our consultant, with the City manager for a kickoff meeting. Just earlier this week we met with our consultant and Community Development together to coordinate the work that TischlerBise will be doing with some proposals that Community Development is making in the subdivision code, and how that will affect the thinking about Park Impact Fees and how they will be working in the future. There was an initial discussion to make sure that the work of both consultants could be coordinated.

As I mentioned, a basic timeframe had been outlined and that included project initiation of, well at the time it was October 2022 but now it is March of 2023, and it takes us through June of 2023. As I mentioned, we are going to have to refine that schedule, and I will have that prepared for next month so that I can be more accurate in the steps that we will be taking and how that timeframe will work out.

Chair Curnutt: Okay. Very good. Any questions? Mr. O'Neill.

O'Neill: You are probably talking about pushing it back a couple of months possibly. Is that what you are thinking?

Mathews: I imagine. Mr. Chair, Member O'Neill. I think it will be pushed back at least a couple months. I imagine we will have to; I am now thinking to piggyback off of Utilities schedule and see if that can't more accurately inform the work that we will be doing to make sure that we actually have as close to accurate ...

O'Neill: Coordination.

Mathews: ... dates as we can possibly have. Yes.
O'Neill: Thank you.

Chair Curnutt: Comments? Okay, thank you, Ms. Mathews. Appreciate it.

Mathews: Thank you.

7. **New Business:**
   A. **Parks and Recreation Projects Update by Cathy Mathews:**

Chair Curnutt: Okay, Mr. Clark, I guess – yes, we move into the next one, I got ahead of us again, did not I? Park and Rec, so you want to give us an update on your project status.

Mathews: Thank you, Mr. Chair. I just wanted to go through the projects that we have got outlined on the CIP right now that include Park Impact Fees. We have Apodaca Park Aquatic playground; East Mesa Public Safety Area Park; Highland Park; Metro Verde Neighborhood Parks; Skate Park Renovation and Improvements; The Park and Trail Wayfinding Plan; Land Acquisition; Planning and Design for Parks, namely in Council District 5; Neighborhood Parks in general; and the Unidad Splash Pad which is in support of the GO Bond funding.

With regard to Apodaca Park, we have been talking about this one for quite some time. It is a playground and multiuse path. Additions to Apodaca Park in Council District 1. We are in the planning stages. As you can see on the map the Apodaca Park is located at the corner of Solano and Madrid. The Park Impact Fee portion of the project budget is $750,000.00 serving as a match to an ORLPP grant, Outdoor Recreation Legacy Partnership Project Grant (ORLPP) through the Land and Water Conservation funds. In addition, there are $750,000.00 City General Funds which are devoted to this project. We are anticipating $639,000.00 New Mexico Legislative Grant for this project as well. We will know in April, likely if that grant is awarded. The ORLPP grant has been awarded, we have an agreement in place and a purchase order with the state of New Mexico State parks, and we are prepared to start expending funds and accepting the grant in the fall of this year. So National Park Service has approved the grant as I mentioned, the agreement is signed, a PO was issued, so we anticipate starting this fall. I anticipate a six-month design process. Then I imagine at least an 18-month construction process that may start during design, namely with demolition of the existing swimming pool. I have a quote on that so that will be fairly easy to start actually seeing some on site work with that project.

O'Neill: When was that going to start, particularly that project?

Mathews: In the fall, we will start in the fall.

O'Neill: Of this year.
Mathews: Of this year. At that point we will likely have, if the New Mexico Legislative Grant is awarded, we will have that funding and have an agreement signed and accepted by Council at that time. We will have the full budget at that time.

Chair Curnutt: No Impact Fees on it.

Mathews: The Impact Fees are $750,000.00. The original match proposed for ORLPP Grant was from Park Impact Fees. That is the Park Impact Fees that will be included.

Newby: Cathy. When you a start in six months, is that start design or?

Mathews: Start planning. We want to have neighborhood input and neighborhood awareness of what is going on. Then we will continue on through design and construction. Like I said, I anticipate planning design to take the six months, and then we will move into construction six months after that start. Next spring likely.

Newby: Thank you.

Mathews: The East Mesa Public Safety Area Park is in Council District 6. It is on Sonoma Ranch Boulevard and of course is illustrated in this aerial photo. It is the 350 acres, that includes the Public Safety Complex off of Sonoma Ranch Boulevard. $100,000.00 in Park Impact Fees is budgeted for this project. We are in planning stages per se, and the intention is to expend these funds in support of the new skate park that is to be built as part of the East Mesa Public Recreation Complex in the corner that I am indicating here with the mouse. The master plan for the entire East Mesa Public Recreation Complex includes the new skate park in this corner adjacent to the park land. Again, that funding will be expended at the East Mesa Public Safety Area Park, also Public Recreation Park in support of the skate park. That project will be under design as soon as we get proposals, which is happening later this afternoon. Once those are evaluated and a contract is written we will start immediately on design. It will be a design build project.

O'Neill: I have a question, Mr. Chair.

Chair Curnutt: Okay.

O'Neill: That will be the only new skate park built at this time?

Mathews: Mr. Chair.

O'Neill: Only that one at East Mesa, and then we are going to renovate the old one as well, am I correct?

Mathews: We will be doing both projects.
O'Neill: Okay.

Mathews: Both projects are occurring.

O'Neill: Only one new skate park in the whole City. Okay. Thank you.

Mathews: That is correct. At this time those are the projects we have.

O'Neill: Thank you.

Newby: Cathy. I am sorry. Could you go back?

Mathews: Yes.

Newby: What is the budget on this and the source of the funding as part of this?

Mathews: The source of the other funds other than PIF (Park Impact Fees) for the skatepark new is State Legislative Funding.

Newby: The amounts.

Mathews: The amount of that is, I apologize I do not have it here, it is about $400,000.00.

Newby: Okay. What is your total budget?

Mathews: The total then would be about $500,000.00. The Park Impact Fees plus the State Legislative Funds.

Newby: Okay, so for that $500,000.00 everything that is built here, what will actually be built?

Mathews: This is the master plan that is illustrated here. In this corner that is indicated by the mouse, there is sort of a darker green rectangle illustrated here, and that is a placeholder for a new skatepark and so that portion that would be built.

Newby: Okay. Out of all of that the only thing that will be built is just the skatepark?

Mathews: For this particular project. The Master Plan shown here is under construction right now with Phase 1 with GO Bond funds.

Newby: Could you indicate that?

Mathews: That is, in general these two multiuse fields, these eight pickleball courts, a promenade/greenway, and two baseball fields with associated access points and parking areas. As a separate project Public Works has constructed the access road that I am running the mouse along right now. That road I believe
is complete and accepted at this point in time. Then under construction are these baseball fields, the pickleball courts, and the multiuse fields.

Newby: Thank you.

Mathews: Thank you. Highland Park is also included, that is in Council District 5. It is on Emerald Street north of Highland Elementary School, so illustrated in this aerial photo here shows Highland Elementary School adjacent to US 70 at Emerald Street, just south of Las Colinas neighborhood. The site for this project is this 10-acre site illustrated in the dotted yellow outline. That is 10 acres of land that belongs to the Bureau of Land Management. The City has a recreational public purposes lease on that land. Our plan of development shows sports fields basically to be constructed there. $330,000.00 of Park Impact Fees are budgeted, and $650,000.00 of taxes from other sources are budgeted as well.

Newby: What is the schedule on that?

Mathews: We are completing the contract documents right now. We have the 100% construction documents completed and our consultant is just making the final adjustments to the contract documents. I anticipate next month or the month after putting that out for bid for construction. Our budget is very small compared to the overall construction estimate, so we may be needing to seek additional funds or to use additive alternates to make this project work, base bid and additive alternates.

Chair Curnutt: Cathy. I have a couple of questions on that.

Mathews: Yes, please.

Chair Curnutt: Help me understand here, you show PIF expenditures $21,000.00 in FY14.

Mathews: Yes.

Chair Curnutt: Then you are anticipating $7,100.00 this fiscal year.

Mathews: Thank you Mr. Chair. In FY14 is when we started master planning this area and so the Master Plan expended those Park Impact Fees to the tune of $21,000.00. Now we are in construction document, development, and making our bid package. We have expended the $7,114.00 at this fiscal year and then we will finish off that design contract, so you'll see more expenditures from Parks and Rec fees, actual expenditures.

Chair Curnutt: Okay. Thank you.

Mathews: Thank you. We are in the design and bidding process as I noted. We are completing the bid package. Anticipate construction start once we have gone through the bidding process in winter of 2023/2024 and we will anticipate then
construction completion of winter 2024/2025, so probably about a year is the estimate for actual construction.

Metro Verde Neighborhood Parks, we have a line item for those because a lot of activity is happening within the overall subdivision of Metro Verde. It is in Council District No. 5. We have used this line item and the PIF devoted to it for what we call the Ninja Park, that Red Hawk Villas Park, and the Skate Spot Park. Under construction currently is a project called Twin Parks and the Trails at Metro, two additional neighborhood parks. Under design in the Metro Verde area is the Arcadia Park. Under planning is the Evolution Park and Sonoma Ranch Phase 6 Park. There is a lot of activity occurring. The Park Impact Fees devoted to this line item are $602,201.00. As of this fiscal year, we have yet to expend funds from this line item, but I anticipate that will change because the Skate Spot Park is completed and that will be reimbursed under this particular line item.

Newby: Cathy.
Mathews: Yes, please.
Newby: When was the $602,000.00 PIF granted?
Mathews: Mr. Chair, Mr. Newby. I do not recall the exact fiscal year that it was devoted but it is an ongoing line item in the CIP because of all the construction and work that is occurring, development that is occurring in Metro Verde. The City has partnered in a way with the subdivision developer to build these neighborhood parks, where the developer builds the parks, and they are reimbursed by agreement through from Council from PIF.

Newby: You said this has to be spent his year.
Mathews: Mr. Newby. No, no, we would carry over any funds on this line item that have not been expended, and they will just continue to be devoted to this line item.

Newby: On some of these you give us dates for the PIF was granted and it would sure be nice if that was consistent so we can kind of keep track of the where the money is.
Mathews: Okay. Very good. Thank you.
O'Neill: Mr. Chairman. I have a question.
Chair Curnutt: Okay. Mr. O'Neill.
O'Neill: Cathy. In Metro Verde area, will there be any community park there or are they strictly be neighborhood parks or is there a plan for a big community park there like we have in most districts or in some districts? Like Apodaca.
Mathews: Mr. Chair, Mr. O'Neill. There is a plan for a nine-acre community park to be 
built in a near future phase of the Metro Verde subdivision. The overall concept 
for the subdivision indicates nine-acre community park along, adjacent to Red 
Hawk Golf Club Road. I am afraid I cannot really illustrate exactly where on 
this aerial photo where it is.

O'Neill: Okay.

Mathews: It is along, Red Hawk Golf Road.

O'Neill: Okay.

Mathews: The planning is that it would be nine acres. The developer has spoken with 
staff members and Parks and Recreation regarding the idea of expending Park 
Impact Fees to do a master plan for those nine acres. We are still in discussion 
with that, it hasn't been included as an actual project. The general consensus 
is that master planning is an acceptable expenditure for Park Impact Fees and 
so it is a possibility that that will occur.

O'Neill: Okay, in a follow up question to that, if I may. What is the acreage of East 
Mesa Park?

Mathews: Mr. O'Neill. From the previous project with a skate park, is that what, is that 
the one?

O'Neill: Well, the whole park itself, everything encompassing with all your future plans 
that you have, what is the total acreage? Do you know?

Mathews: Mr. Chair and Mr. O'Neill. Is this the one you are talking about, the one that is 
shown here on the screen? This. The East Mesa.

O'Neill: Yes.

Mathews: The total acreage of that entire area is 350 acres.

O'Neill: Okay. Is that considered a community park?

Mathews: Yes, Mr. Chair, yes, it is.

O'Neill: Okay, that is what I thought.

Mathews: Yes.

O'Neill: That is all I have. Thanks.

Mathews: Yes. Thank you, Mr. O'Neill. Let me see. Okay, next is the Skatepark 
Renovation project. This one is located in Council District 1, former Council 
District 3, on Hadley Avenue at Walnut. The members of the skate community
were very interested in seeing this park renovated. It was one of the early skate parks in the nation even and has seen better days. The budget is $845,000.00 from New Mexico State Legislative Grant and $250,000.00 from Park Impact Fees. We are in the design portion of a design build project. The consultant has conducted an initial kickoff public input meeting earlier this month. Our second public input meeting is on April 6th, where the consultant will present two options. We will take the public input and then consolidate into a final design. We will be moving forward with construction possibly in May, more likely in the fall. The consultant has expressed concern about pouring this kind of specialized concrete in the heat of summer, and so we are pushing as fast as we can to see if we can get that started under construction in May when it is not quite so hot, but it may need to wait until fall.

O’Neill: I have a question Mr. Chairman.

Chair Curnutt: Okay.

O’Neill: The way you are speaking of this and the amount of money, it looks like they are going to just do a new park, or they are going to do half and half or is it strictly that is for renovation only?

Mathews: Mr. Chair, Mr. O’Neill. The project is a renovation project. Namely, we are taking the existing site and making it with new skate features. The reality is, and our consultant has expressed this to us, full demolition of the existing park is going to be required. In their opinion it is the most efficient use of the funds.

O’Neill: Make sense. Thank you.

Mathews: Thank you. The Park and Trail Wayfinding plan is a project that is mostly supported by an RTP grant, a Recreation and Trails Program Grant from New Mexico Department of Transportation. The Park Impact Fees at $31,304.00 is the match, the 14.56% match for that grant. The purpose of the project is to develop a plan for wayfinding signage that will be consistent across our entire system for monumental signs, for rule signs, for directional signs, for informational signs. That will allow our park system to have a consistent look, feel, and recognizable pattern to residents. The project is well underway, and we anticipate completion in May of 2023. I put May of 2024, but really it is May of 2023. The planning process will expend approximately 90% of the grant and match funds, and so we will have some amount of funding remaining that we can actually hopefully get us fairly significant start on some of the signage. With that plan in place any future sign budgets we will know exactly how to spend them, where to put them, and how to make the best use of our funds to support the system of signage.

O’Neill: Mr. Chairman. I have a question.

Chair Curnutt: Yes, sir.
O'Neill: I am going to backtrack just a minute, Cathy. Back to the page before, and these pages are not numbered which I wish they were. The page before when you talked about the skatepark. It shows District 1 which I thought it was in District 1, but next to it, it says District 3. I am confused.

Mathews: Mr. Chair, Mr. O'Neill. When this project was started, it was in Council District 3. With the, what you call it, the redoing of the district lines, redistricting.

O'Neill: Is it now District 3?

Mathews: Now it is District 1.

O'Neill: Now it is District 1. Okay it went from 3 to 1. Thank you.

Mathews: Right. As of today, it is in District 1. When the project started it was in District 3.

O'Neill: I got you. That explains it.

Mathews: Sorry for the confusion.

O'Neill: No problem. Keep it straight in my head.

Mathews: Also, then we have the Land Acquisition Planning and Design for Parks line item. Our current expenditure of this funding is in Council District 5. We are in the planning process, $100,000.00 of Park Impact Fee is allocated for this project with $500,000.00 in General Funds. The project that is under consideration for this funding is located on Central Road in District 5 just to the east of Mesa Grande Drive. This project is in concert with the CDBG programs, Community Development Block Grant (CDBG) program and Tierra Del Sol developer of affordable housing. They own this property. It is nine acres and are developing it for, I think it is 19 houses, 19 single-family homes, and a two-acre neighborhood park. The City needed to purchase this property from Tierra Del Sol. That process is ongoing. It is I hope in the final stages. Land Management is working on that. When the land purchase is complete, Parks will be managing a planning and design process where we will have community input on the design features and then we will continue through construction of a two-acre park in this neighborhood. At this point in time, I am planning on planning and design starting in summer of 2023, I hope. I anticipate with a two-acre park we should be able to complete design and construction by late summer 2024.

Chair Curnutt: Run those dates by me again.

Mathews: 2023 for planning and design start. We will be doing community input and design. Then we are planning on construction completion summer of 2024.
Chair Curnutt: I am sorry, the construction completion in 2024 or the package to the design is completed in 2024?

Mathews: Construction completion 2024. This is my rough estimate when design has not even started yet. I wanted to give you dates as much as possible.

In addition, there is a line item with Park Impact Fees devoted to it for neighborhood parks in general. Current project that we have ongoing under this line item is a restroom at Provencio-Van Dame which is along Hadley Avenue in the Headley Avenue recreation complex. The multiuse fields that I am circling with the mouse here on the aerial photo, are the site of the restrooms. Right now, we are looking at the restrooms being located at this southwest corner of the Maag Field parking lot. This project is in design currently, looks like we will be seeking a prefab restroom building that will be relatively easy to manufacture and then install in the location. As I mentioned that project is being managed by Public Works so I am not completely sure of the timeframe, but I am hoping for construction start in this summer, summer 2023.

Then in the vicinity also is the Unidad Park and Splash Pad project. The Park Impact Fees were in support of the GO Bond funding for this overall project. On the aerial photo in front of you, Unidad Park is located across from Maag Field. The GO Bond project budget was for replacement of the existing wood play structure, playground structure, and for construction of a splash pad. During construction, it became apparent that the GO Bond funding would be insufficient, and so Park Impact Fees were added to the budget $596,000.00. That project is complete. The splashpad will be open this summer. It is recently gone through the inspection process through New Mexico Environment Department (NMED). I do not think the results of that inspection have been formalized, but we anticipate it not having any problems with the inspection.

Newby: Cathy. What was the amount of the GO Bond fund?

Mathews: Mr. Chair, Mr. Newby. Let us see. I apologize. I do not have that in front of me, but I can get that amount for you. Those are all the projects I have to report on today.

O’Neill: You have your hands full, young lady.

Mathews: Thank you. Yes, Mr. Chair, Mr. O’Neil. It is true but they are all excellent projects for our community.

O’Neill: Yes. Indeed.

Chair Curnutt: Any other questions?

O’Neill: No.
Chair Curnutt: Mr. Newby.

Newby: Just an overall question. Most of our Impact Fees are not to be spent on existing facilities ...

Chair Curnutt: That is right.

Newby: ... but on Park Impact Fees.

Chair Curnutt: Is that a question or is that a statement?

Newby: That is a question.

Chair Curnutt: Well, that is a question I have to ask too. I know that in the past there seems to be some different opinions between how Utility uses their funds. It is all for new construction. Park and Recs takes that exception, and you use it for rehab work as well, renovation and?

Mathews: Mr. Chair. My understanding of the Park Impact Fees is that it can be used to increase the level of service. It can be used for new facilities that increase the level of service for the system, the park system, or for additional new elements even in existing parks because it increases the level of service. In my 21 years with the City that is how we have always expanded it. For instance, when the park system was divided into eight park districts, which did not coincide with Council Districts, when a Park Impact Fee was collected in a mostly built out part of town, so somebody did a reroofing project or they built on an empty lot or the like, Park Impact Fees were collected to the tune of some few thousands of dollars. The requirement at that time was that that money had to be spent within that park district that it was collected in. We would use those funds for an increased level of service in an existing park, for instance a new bench, not a replacement bench, not a better bench, but a new bench for instance. Some time ago, the park districts were eliminated by Council, and we have one park district now. We have continued that practice then of building new facilities, new parks, new sites for people to recreate and new levels of service even in existing parks.

Chair Curnutt: Okay. Could we get Council's opinion on that, legal opinion, confirm that for us?

Ruiz: Chairman, Committee Members. I have taken a note to ask City legal for their opinion on this question.

Chair Curnutt: Thank you. All right.

Mathews: Thanks Alma.

Chair Curnutt: Anything else? Mr. Newby.
B. Utilities Projects Update by Carl Clark:
Chair Curnutt: All right. Utilities, thank you.

Clark: Chairman, Committee Members. I am Carl Clark. I am the Deputy Director of Environmental and Technical Support with Las Cruces Utilities Department. Basically, I am giving you the 2022/2023 Capital Improvement Projects (CIP). I do not believe there is any Impact Fees used in this CIP, so they are all rates and bonds that pay for these projects that you are going to see in front of.

Chair Curnutt: Okay, I noticed that. Thank you.

Clark: The first project is the Del Rey Boulevard High Pressure Gas Line Extension. That project is under design. Actually, the design is almost completed. We will not be going to construction this fiscal year or possibly next. We may see it possibly next if we get some grant funding for this. If not, we pushed it out to 2025. It is going to be a large extension of high-pressure gas line. The reason we are extending the high-pressure gas line is because the area that you see Sand Hill Road, Webb Road, Sunland Avenue, those areas drop in pressure during really low temperatures, so we need to back that system up with another high-pressure gasoline or reg station. That is why we are extending that high pressure gas line to that area. There is a small amount of low-pressure gas line that is going to be installed obviously that has to connect off that reg station to help backup that system.

The next project is the Well Building Roof Repairs, Pump Station Rehab, and Spruce Booster Station. That left photo is one of our projects in the past on the well building roof repairs. We are doing a similar thing. We are actually looking at all our booster stations and well pump stations. Every year we apply some money to maintain those roofs. Obviously, if you do not maintain them then it ends up doing a lot of damage. This is our proactive approach. We do get I believe it is a 20- or 25-year guarantee with that type of roof coating. It worked really well in fact and that company really stands behind their product. We have those ongoing projects. Right now, that is under construction. Then you also see the pump, station rehab. Those are just a variety of rehabs that we do around the City on our pump stations. They may have some electrical work that is being done or some minor pump replacement that is going on. Then we finally have the Spruce Booster Station, that one was under design, the design is completed, it actually got bid, but due to the high cost of that project it had to be shelved for now. We are looking at possibly going after additional bonds to complete that project. As you see on that right photo, it is over at the Spruce water tank is where we will be installing that booster station. Basically, we are taking that water up to a higher zone, up to the next
level of Loma Vista. There is an excess amount of water at this level, and we will be pushing it further up to use it up in the, I guess that would be Roadrunner, Telshor area.

The next project is the Water Tank Rehab. That is the Missouri tank. That is currently under construction. If you drive by there right now, you will see the exteriors already coated. The interior is completed. All the pipe work that was to be done with this project has been completed. We are on the tail end of construction with this project. It was a fast-track project. We are hitting the goals that we are supposed to be hitting. That company that we got in was out of, I believe they are out in Nebraska, Viking is their name, and they go around the country doing this work. Yes, they are moving along very well. Like I said, it has been a good project. Very, very easy project.

Chair Curnutt: Quick question.

Clark: Yes, sir.

Chair Curnutt: Terminology. When you say carryover FY23 (Fiscal Year 2023). What does that really mean?

Clark: Basically, we are probably in design in FY22, and we carried it over to FY23.

Chair Curnutt: Okay.

Clark: It will not carry over to 2024. We will be done with that project here probably in the next 30, 40 days.

Chair Curnutt: Okay.

Clark: It won't go into the new fiscal year.

Chair Curnutt: All right. Thank you.

Clark: That is what I mean by carryover. The next year CIP there is going to be a lot of carryovers, but that is what it is meant by. It just rolls into the next fiscal year.

We also had Water Well Improvements this fiscal year. The area is, if you look at Well 64, sorry I do not have my glasses on, that is the left photo there. We are extending a waterline from Well 63 to 64. Then there would be some pump station, actual completion of the pump station. Right now, it is just a well that is in the ground. We would end up building a rock wall, putting in all the electrical and all the pumping devices. We actually bid that project out and due to the high cost of that project we had to shelve that project. We are looking at possibly bonding that project this coming up fiscal year. Then we move over to Well 72, pipeline and well improvements. That is another one of those where we have a well in the ground, but we do not have a pipeline to it. We do not
have any of the mechanical devices for that well pump station. That one is currently under design in house staff. We are working on that and hopefully have that completed by the new fiscal and anticipate possibly putting it out for bid in construction.

Chair Curnutt: Okay. Mr. O'Neill said you said had a question a ...

O'Neill: Yes, just a quick question. On page three when you are talking about that booster station and you are not able to build right now because of funds. Is that causing any problems because you are not able to have that? Do you really need that or when?

Clark: Right now, we have an abundance of water at this lower level here. We could utilize that water further up in our zone. Right now, we do not necessarily have to have it, but we do have to run extra wells to get water up to those other zones. This will allow us to use wells at a different area and get it further up.

O'Neill: Then but you'll be able to afford it by the time you really need it.

Clark: Yes, sir.

O'Neill: You figure.

Clark: Yes, sir. Yes, we anticipate, like I said bonding that project this coming fiscal year.

O'Neill: Okay.

Clark: We will go into construction. We have plans ready to go and we will move right into it.

O'Neill: Thank you.

Chair Curnutt: I should have asked; Do you prefer us to ask questions at the end of your presentation or during your presentation?

Clark: Chairman. It does not matter. If it comes to the top of your head and you guys, feel like ...

Chair Curnutt: Yes, maybe going ...

Clark: Need to ask, yes. Because if you give you the chance, I will fly through this so fast you will not know what happened.

Chair Curnutt: We will try not to distract you. Let me ask on Well 72, you mentioned that you have the Well but no line to it. Do you have power to it?

Clark: Chairman. Yes, currently there is power to both of those well sites right now.
Chair Curnutt: Okay. It is just you need to be able to deliver the water somewhere, take it. Okay.

Clark: Yes, all the infrastructure needed to move that water into the system.

The next project is the Wastewater Treatment Plant Rehab. Basically, we are doing a UV system at the Jacob Hands Wastewater Treatment Facility over here off of Motel or Amador. Right now, everything is treated with chlorine gas. We want to minimize or actually eliminate the chlorine gas at that location with this new UV system. This is under construction right now. It has been delayed due to materials, or switch gears and electrical items like that have been delayed because of the backup in manufacturing. We expect those that come in, in the next 30 to 45 days, then they'll move forward and complete the construction. There is probably maybe two weeks' worth of work to get finished, but we are still waiting for that equipment.

Chair Curnutt: Okay. Thank you.

Clark: The next project here is the Legislative Grant Funding that we get for septic tank replacement. This area is Estados Serenos/Brittany Estates. You can see it is off of I-10 and Stern Drive. Everything in there in purple is what we need to construct in order to get this project moving forward or get it completed, I should say. We were hoping to get some additional funding this year, because the cost on this project is approximately $2.8 million to do the entire project. That is okay, if we do not get that funding, then we can phase it. We will do a large portion of it and then have a stopping point and then come back after we get more money and complete the remainder of that. Yes, we do have quite a bit of funding available for that, as you can see on all the grant numbers, I have provided there for you.

O'Neill: Thank you.

Clark: We will get a majority of that project completed. It is under design right now.

Chair Curnutt: Okay.

Clark: The Street Utility Rehab, it is kind of a joint venture with Utilities and Public Works, mostly Public Works driven, where they are doing street rehabs. When they do a street rehab we like to participate and update our infrastructure that is in those locations. If it is new infrastructure we won't, but if it is older infrastructure, gas lines, sewer lines, or water lines, or even services, we will go in there and have them replace those before they remove and replace that blacktop. As you can see, I showed you all the projects here, and all of its funded with rates and bonds. There is a variety of projects in here, you may notice like the Walnut Avenue that is under construction and East Madrid. If you have driven by those locations, those are under construction. Tashiro Drive's completed. Village Plaza is completed. Currently, the Utilities is on its
own on the alley north of Picacho water main rehab. That isa water main that is in an alleyway that needed to be updated. We had a couple of breaks on that that caused some flooding to some private property. This project will take care of that issue and complete that. There is a crossing under the railroad with this project, which we need to get done. We had to get permits from Burlington Northern Santa Fe Corporation (BNSF) to get this work done. Then Van Patten Avenue, as well as Virginia Street, I believe those two are completed. University waterline is under construction. If you drive by there right now, more towards the west end of that, over off of Turrentine near the hotel or the older Ramada I believe is what it is now, you'll see the construction going on. Then it is going to bounce up past Espina going east all the way up to I believe Locust.

*Board Member O'Neill departed 2:26 p.m.*

Clark: That is just a replacement of the waterline but then Public Works jumped in and wanted to rehab the roadway on that.

Then we have this still joint projects, there is some more of them. Midway Avenue, that isa project going on that is under design right now. We will be replacing or taking care of the sewer, water, and gas in that area. Bellamah Drive, that one I think is still under design efforts and it is gone through some public meetings and input. Because they were talking about expanding the roadway.

Chair Curnutt: I am sorry, expanding the roadway.

Clark: Expanding the roadway a bit. There is some right-of-way stuff that they are still working on.

Chair Curnutt: Okay.

Clark: Then we have the North Main Street Utilities Relocation and Water Main Extension.

*Board Member O'Neill returned 2:28 p.m.*

Clark: Basically, this is a New Mexico Department of Transportation driven project. They are anticipating starting off where they left off near the Three Crosses there and then heading east, I believe all the way to the first, actually the interchange. I think they are going to go all the way up to there with their project. We are taking care of water and gas in that area. The gas has already started off Camino del Rex. We are moving forward with getting ready to bore underneath the freeway, because we have to relocate our existing high pressure gas line, because they will be working on the old bridge that is crossing over right there at the, I believe that isa drainage lateral there that we use that comes off of Las Cruces Dam. We will be replacing that gas line that is under there because they are going to be changing out the footings.
Then we will be extending the gas line from around Three Crosses going east, all the way up to Darden Road, and tying into that location there. All those are going to be done on our side, outside of New Mexico Department of Transportation (NMDOT)’s project. We are actually bidding out that water line. Actually, we got the bids in, and we have a bidder and now we have to go through the process of getting it approved by our Utility Board. Then we will move into construction on that aspect. Operations from gas is constructing their gas line right now and they are going to do a high-pressure gas line. Then we bid out the water portion where we have a contractor come in to do that water portion. This will all be done before NMDOT goes into construction on that.

Chair Curnutt: Okay.

Clark: Then finally we have the Fiber Optic Replacement from Roundtree to Jorge Garcia Water Quality Lab, and then over here to the Las Cruces Utilities Building. Basically, there was an existing fiber optic line that was in Amador that got compromised. They are no longer working. I believe it just couldn't handle some of the weights that the roads were seeing and so it crushed those lines. Now we no longer have fiber connection over here at this building here, as well as the treatment plant. We are constructing a new fiber optic line right now. Once we get it complete, we will be back on the City fiber network. Right now, we are working on microwaves, the microwave here that we have, and so it is not as quick, and it does affect our business here. We are trying to get that completed and in place. We actually bid this out. This was a new one for my group to do a fiber optic line. It is going very smoothly. Fun stuff.

As you can see from all these projects, we have some capacity improvements in the gas system out at Westmoreland area, rehabbing water facilities and equipment infrastructure that we have been doing for the last several years, rehabilitation of water reservoirs, and we will see more of that coming up in the future since we have quite a few of them. Reinvestment back in our Jacobs Hands Wastewater Treatment Facility (JHWWTTF). It is an older facility. It can handle a lot, but it needs to be updated. You’ll see more of those projects coming in the future. Rehabilitation of the Utility infrastructure in City streets along with Public Works as we always do every year to keep up with them and keep our infrastructure up to date. With those projects you’ll see continued improvement or replacement of transite pipe, which is another term for AC pipe. Then we also partner with NMDOT in a lot of projects. We will probably see more coming up. There is going to be another one coming up off University that we are partnering with them as well. Then finally the replacement of our damaged fiber optic communications line. As you see in there, there is an expensive use of the bonds that we have and our rates as well. We did a pretty good job this year in getting a lot of these going and moving into play. Any questions?

Chair Curnutt: Okay. Mr. O'Neill.
O'Neill: Yes. It looks like it is very coordinated. Thank you for the good presentation.

Clark: You are welcome.

O'Neill: I do have a question on 11. Talk about the proposed fiber optic lines. You said there was too much pressure on the road that caused problems.

Clark: Yes.

O'Neill: Is it because they did not put it in right, they did not put deep enough. I mean do not they guarantee their work? Or it has been in there too long or?

Clark: Yes, Chairman, Committee Member O'Neill. It has been in there for a long time in fact. I could not tell you the depth. It was probably bored. I am not sure; it was before my time here. Typically, the City's IT takes care of all that as well as Traffic. My assumption is that it was just bored in too shallow.

O'Neill: Okay. It is not contracted out. You said the City does that work.

Clark: No. The City does not do any of that work that I am aware of. Typically, it is contracted. That was done several years ago when the City initially got started with fiber optic. It could have been also that they could have bargained for it with somebody else that have fiber optic and we just took it over. I am not exactly sure the history on the old line, just here to tell you that the new line is going to work fantastic because it is done by Utilities.

Chair Curnutt: Any other questions?

Newby: Carl. Kind of off the subject matter. That new East Mesa Park, will you be providing purple water to water the grass from your East Mesa?

Clark: That is a good question. Chairman, Committee Member Newby. Yes. The answer is yes. We actually built a small booster station, so we are working on that right now. It is going to be pumping the water over to the new ball fields.

Newby: Corollary, the Sonoma Ranch golf course still use purple water.

Clark: Yes, they use quite a bit of purple water at Sonoma Ranch golf course, as well as the Army Corps Habitat Restoration. Sage Crest, Veterans Park, they all use that reclaimed water in that area. We are going to be having to manage everybody as they take the water because they will be using it all up. We are excited about getting them on board so we can wrap up that treatment plant and get that moving at its peak and provide all that purple water to everybody.

Newby: Last visit to that particular sewer plant, it was stated that the water is 99% drinkable, or it is within 99% of being drinkable. Do you ever see that happening?
Clark: Dependent on regulatory environment. Right. Nobody that I can think of takes it directly toilet to tap. Yes, they all do Aquifer Storage & Recovery (ASR) type, right. They will pump it in the ground, they will clean it to drinking water level and pump it in the ground and pull it back out of the ground.

O'Neill: It is not in the water fountains.

Newby: Thank you.

Clark: Thank you.

Chair Curnutt: Mr. Clark. Thank you very much.

Clark: Thank you.

C. Applicant Ranking and Weighted Scores Review by Denise Alejandro:

Chair Curnutt: Okay, moving on down our Agenda. I think we have Ms. Alejandro, giving a report now, is that correct?

O'Neill: Public Safety.

Chair Curnutt: Did I miss it?

Ruiz: No Public Safety.

O'Neill: Okay.

Alejandro: Good afternoon, Chair, Committee Members. Denise Alejandro, Utilities Administrative Assistant. If you recall on February 23, 2023, I requested the Committee Members guidance on how to move forward with filling the at-large vacant seat. The Committee's decision was to provide the two applicants that did not meet the criteria to fill the previous vacant seat but met the criteria for the at-large vacant seat. Those applicants remained on file for consideration and include a new incoming application from the advertisements which ran as follows. The Las Cruces Sun News published on Wednesday, March 1st; Friday, March 3rd; Sunday, March 5th; Wednesday, March 8th; Friday, March 10th; and Sunday, March 12th. Las Cruces Bulletin published on Friday, March 3rd, and Friday, March 10th. We received a total of five applicants. They were then forwarded to our legal counsel to be vetted. One applicant withdrew his application due to health issues. Another applicant did not meet the criteria.

On this slide, we will discuss the ranking methodology used where the Committee Members were each e-mailed a ranking sheet with the three applicants who met the criteria and were still interested in serving in the CIAC Committee. The Utility staff assigned the weighted points as follows, applicants ranked number one received three points, applicants ranked number two receive two points, and number three received one point. Mr. Edward E. Haworth received a total of 12 points, which is our highest scoring applicant.
Mr. John R. Olesky received a total of eight points, and Mr. Sadibadi Misra received four points. Please note that all applications received and not selected to fill the vacancy will remain on file with City Clerk for future consideration up to three years from their date of application. The CIAC Members will vote and recommend to Mayor and Council during the action item on the agenda. Then the Utility staff will forward the Committee's recommendation to City Clerk and then will be forwarded to the Mayor and Council for consideration. I will stand for any questions.

Chair Curnutt: Okay. Mr. O'Neill, any questions?

O'Neill: I have none.

Chair Curnutt: Mr. Newby. All right. Thank you.

Alejandro: Thank you.

D. **Discuss the 2022 CIAC Annual Report:**

i. **Ask for CIAC Volunteer or Assign a CIAC Member to write Annual Report:**

Chair Curnutt: Next thing that we need to discuss is our 2022 CIAC Annual Report. Last year if I remember correctly, we were three years late getting it out. This year we are about two months or three months too late getting it out.

O'Neill: I did all three years, and I am not doing this year.

Chair Curnutt: Well, anyway we need to get it out. I want to just make a brief comment before we move on to our action items where we have to, well I guess we can ask for volunteers to do it. To all the departments that we have the opportunity to work so closely with, historically when I look at our reports, I am not sure we have reported on target. This year we are going to be somewhat transitioning, trying to get us to the point where we are on hot target to be in. When I say on target, you know we are still trying to flush out exactly what our roles and responsibility are as this committee. As we do then those items that we have responsibility for, we need to report on. For example, we need to be able to report to the City Commission how each of the departments are doing as far as meeting their schedules for their Impact Fees, planning and what have you. We need to be able to report to them your drawdown to ensure and show them that you are meeting your obligation to expand your Impact Fees within the seven years allotted. We need to be able to show the projects that you are doing fall within the realm of using Impact Fees. There are probably many more things but those are just some examples of what we need to do, and report to the City Commission on. Just be aware that this report is going to begin to transition us to that, but we still do not have a clear vision of exactly what that target is. We are working on that vision. Just be understanding as we move forward. We may be calling you as we develop our report this month, calling you and asking you departments specific questions so that we can present our answers or our input to the Council. Anyway, just be aware of that.
Our next item is, part of that subset is, is to ask for volunteers to be assigned to write the annual report. We have got one that is pulled himself completely out of consideration. I guess I need to turn to the other end of the table. Do I have any volunteers? You know and what I am going to inject before I, you know as we write the report it has historically been done by one person. This year I want to be kind of a subset of that because I am still learning. With that we can only have one other Committee Member serve in writing that. It will just be the two of us working on it. With that any volunteers, one of the two of these and Zack, I understand you are pretty new.

Newby: No pressure.

Chair Curnutt: You will do great. Well suck you into this. Steve, I have to put you on the spot. Are you willing to?

Newby: I have only been on this commission now for three years. Only had experience with Jason. Great leader. However, Don, you have impressed me beyond any measure. You've been doing this, how long?

Chair Curnutt: A little over a year.

Newby: You are Alumni. You have a better grasp of what we are supposed to be doing even though we are not, as well as a desire to make sure we do the right thing. You and I have had this conversation a number of times, but your ability to do research and study and coalesce all that. I would be happy to help you write the report. Because you and I have had this conversation and we have been jumping out of airplane without a parachute for I think a long time. Nothing to be said about the previous reports, but each report kind of followed the previous report, and followed the previous report. Of course, once you send it to City Council, does anybody really read it? No comment.

O'Neill: Good question.

Newby: Don and I have talked about some of the statutory things, for instance, timeliness of spending Capital Improvements Committee. It is contingent on this group to notify the City Council if the money's not being spent in a timely manner. We have never done that. I think Don should take the lead, is my recommendation, I will certainly serve as your number two.

Chair Curnutt: Okay. Thank you. All right. You got that?

Newby: Any other volunteers? From the audience?

O'Neill: Just in case there is someone here.

Chair Curnutt: Yes, we will go on and make sure we are ... what Agenda do you have? Next to the last month.
O'Neill: Yes. We still need to do that.

Chair Curnutt: Yes, well get to. We have still got a way to go before we get to that point. All right.

**ii. Submit Annual Report for review and discussion at April Meeting prior to submitting to the City Manager:**

**E. Discuss Utilities Facilities Tour by Alma Ruiz:**

Chair Curnutt: I need to turn some time over to Ms. Ruiz to discuss a Utilities tour.

Ruiz: I have actually asked one of my staff members to present this item so I will give her the podium.

Castañeda Good afternoon, Chair and Committee Members. Melanie Castañeda, Office Assistant Senior for Utilities Administration. You will note that Alma Ruiz was listed to present this item on the agenda. However, she asked if I could present to the Committee willfully.

If you recall by your participation, the Utilities Department offers new members Utilities Facilities tour. Now that we have Mr. Zachery Freilino, and we will soon have another new member, the Utility is offering the new members the opportunity to tour the facilities. The dates have been identified are May 4th and 5th. The tour dates consist of two half days. Also joining us will be our new LCU Board Member. Staff will send a tour notification to all Committee Members in case you all would like to join, even if you have toured our facilities in the past. We will meet here, Utilities will provide transportation, the necessary PPE, and lunch for those attending. Previously, Public Safety and Parks and Recreation have also offered tours of their facilities. Would the committee like those departments to schedule tours also? I was stand for any questions.

Chair Curnutt: I am sorry I did not hear. What was the date?

Castañeda May 4th and 5th.

Chair Curnutt: May 4th. Okay. For those of us that have already been on the tour, we can just come for lunch, is that what? No. All right. Anybody have any comments or questions or concerns about the date and the tour?

O'Neill: I do not.

Chair Curnutt: That will work for you?

Newby: Good time.

Chair Curnutt: All right. Thank you very much.
Castañeda: You are welcome.

Ruiz: There was a portion of her statement where we asked if you wanted us to inquire of Parks and Rec and Fire to set up similar tours. Is that okay?

Chair Curnutt: I think that would be good.

Ruiz: Okay, great. Thank you.

8. **Action:**

**A. CIAC Members Vote on Applicant to Fill At-Large Vacant Seat:**

Chair Curnutt: Okay, next item is an Action item for the CIAC. We need to vote on the applicants. As per what is been recommended, we have the three candidates and the ranking of those candidates. Do I have any comments or recommendations?

Newby: Mr. Chair.

Chair Curnutt: Yes, Mr. Newby.

Newby: I would like to recommend Edward E. Haworth be our next member.

Chair Curnutt: Okay, so you move.

Newby: I do.

Chair Curnutt: Okay. Do I have a second?

O'Neill: I will second.

Chair Curnutt: Okay.

O'Neill: I will second it.

Chair Curnutt: We have a motion and a second that we accept the ranking as is, so that means Mr. Haworth is our number one choice. Mr. Olesky is our second choice. Mr. Misra is our third choice. Okay, do I have, we have to have a roll count on this?

Ruiz: Yes, please.

Chair Curnutt: Okay, so. Committee Member O'Neill.

O'Neill: Yes.

Chair Curnutt: Okay, Mr. Freilino.

Freilino: Yes.
Chair Curnutt: Okay. Mr. Newby.

Newby: Yes.

Chair Curnutt: I vote yes. Okay, thank you.

9. Next Meeting Date – April 27, 2023:
   A. Old Business:
      i. Parks & Recreation Impact Fee Update by Robert Nunez/Sonya Delgado
      ii. Utilities Impact Fee Update by TischlerBise Consultant Julie Herlands
      iii. Discuss the 2022 CIAC Annual Report by CIAC Members
   B. New Business:
      i. Utilities FY23 Q3 Financial Review Update by Domonique Rodriguez
      ii. Parks and Recreation FY23 Q3 Financial Review by Sarah Arviso
      iii. Public Safety FY23 Q3 Financial Review of Sarah Arviso
      iv. Community Development FY23 Q1 Construction Activity Update by Larry Nichols
   C. Action:
      i. CIAC Members Vote to Approve 2022 Annual Report
      ii. CIAC Member Sign the 2022 Annual Report for Submission to the City Manager

Chair Curnutt: Our next meeting is currently scheduled for April 27th. I am not going to read through the agenda that is proposed, but you are all welcome to look at that. Seems like I am missing something, though. Have I missed something else on the agenda? Seemed like I recall that we were going to talk about something else and I just do not remember it. But anyway, any thoughts on the agenda? Any comments?

Newby: Mr. Chair. I think on Item A I, Sonya Delgado probably was not the right person.

Ruiz: I asked her personally when she got promoted, and she said she would still participate in the process. Not sure at what extent because she just did not want to throw Mr. Nunez.

Newby: That is great.

Ruiz: To the wolves. I am just kidding.

Newby: Thank you very much.

Chair Curnutt: Okay. Any other thoughts or comments on the proposed agenda for next month? Of course, we will put out a call for additional agenda items or deletion, so you have an opportunity later to make comments.

10. Public Participation:
Chair Curnutt: Public Participation. Let me open the meeting up for public participation at this point. Anything from staff or the public that would like, anybody would like to dress to the Committee? Okay, thank you.

11. Board Comments:
A. Review City Staff and/or Consultant Follow-Up Items by Chair Curnutt:
Chair Curnutt: Board comments. Review City Staff and/or Consultant Follow-Up Items. What did we capture? Alma did you capture anything that we need to highlight?
Ruiz: I did. I did capture, let me just scroll up here. I captured that when referring to locations of projects to please include a map.
Chair Curnutt: Okay.
Ruiz: Also, to include page numbers on all presentations. Follow up would be for public, I mean Parks and Rec to include grant dates issued and dates to be expended by for all projects. Then follow up on the GO Bond funding for Unidad Park and Splash Pad.
Chair Curnutt: Okay.
Ruiz: I have a follow up for City legal staff to provide their legal opinion on whether or not PIF can be used on rehab projects versus new construction only, or if it can be used when adding to the level of service.
Chair Curnutt: Okay. Very good. Thank you. Anybody pick up anything else? Yes, Miss Widmer.
Widmer: Mr. Chairman. Adrienne Widmer, Utilities Director. The other thing that I kind of picked up as we did discuss putting packets together for you all for kind of like this is what we are, this is what we do, and having some training. In discussions with Nann, she concurred that May would be a perfect time to be able to provide that training. We will just need to make a note for our meeting in May, is to go ahead and obviously get you packets prior to, and then do some training with you all.
Chair Curnutt: Okay. Thank you.
Widmer: You are welcome.
Chair Curnutt: Appreciate it. Thank you. Okay, anybody else pick up anything else that we might have missed. Okay, and thanks, Ms. Ruiz.
Ruiz: Thank you. I did pick up one other one. I am sorry. I usually put it in my teams, but I wrote it in my packet. I had the training and then I also have that Parks and Rec would present an updated timeline.
Chair Curnutt: Okay.
Ruiz: At next month's meeting.

Chair Curnutt: Okay, thank you. All right, if there are no other comments, as far as open comments from the Board or the group.

9. **Adjournment:**
Chair Curnutt: Let us go ahead and adjourn for the day. Thank you very much all of you. Thanks for your time and patience.

[Signature]
Don Curnutt, Chairperson

[Date]
27 April 2023