



CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING

DATE: October 24, 2011
TIME: 9:00 A.M.
PLACE: City Hall
2nd Floor, Council Chambers
El Paso, Texas

MINUTES

The Capital Improvements Advisory Committee met at the above place and date.

The meeting was called to order at 9:03 a.m. Chair Dan Olivas present and presiding and the following members answered roll call.

MEMBERS PRESENT:

Dan Olivas
Richard Pineda
Ray Aauto
Lamar Skarda
Sal Masoud (arrived at 9:11 am)
Moises Rodriguez
Charlie Wakeem

MEMBERS ABSENT:

Bobby Bowling, IV
Mark Dyer

1. Discussion and Action of the following:
 - a. Staff presentation and EPWU Report on Impact Fees program.

Marcela Navarrete, Chief Financial Officer with the EPWU gave a summary of the report prepared by the El Paso Water Utilities (EPWU) for the time period of March 1, 2011 – August 31, 2011. She noted that EPWU staff found no basis or reason to make any changes to the Land Use Assumptions (LUA) and Capital Improvements Plan (CIP) as adopted by City Council on March 2, 2009. She also noted that for the period of March 1, 2011 to August 31, 2011, EPWU has assessed impact fees for 8 platted properties, 4 in the Westside, 2 in the Eastside, and 2 in the Northeast service area. A total of thirty properties have been assessed impact fees from inception to date.

She gave a brief overview on the status of the Capital Improvements Plan, Impact Fee Collections, and some of the costs incurred during this period from inception to date.

ACTION: Motion made by Mr. Ray Aauto, seconded by Mr. Charlie Wakeem, and unanimously carried to **ACCEPT THE REPORT AS PRESENTED BY THE EL PASO WATER UTILITIES (EPWU).**

Motion passed.

- b. Filing of semiannual report and report of any perceived inequities in implementing the Capital Improvements Plan or imposing of the impact fee.

Lupe Cuellar, Assistant City Attorney, noted that staff will prepare the semi-annual report based on the presentation made to the committee with the finding that there were no inequities presented.

- c. Update from Community Development on CIAC recommendation to City Council to reduce or waive impact fees for affordable housing.

William L. Lilly, Community and Development Director, gave a brief presentation and noted that this report does not focus on impact fees. The intent is to come up with incentives to make it affordable for home buyers to acquire properties.

They are recommending establishing a building permit fee waiver program for multi-family residential units, quadruplex, and waiver in accordance with the Fee Waiver scale. He noted that the purpose for the First Time Homebuyer Program is to assist low and moderate income individuals and families to achieve the goal of homeownership and to promote affordability. The City of El Paso will work with local developers/builders to promote the First Time HomeBuyer Program. This program will be revisited on an annual basis to determine the need and demand for continuation of the Affordable Housing Fee Waiver Program.

The Community and Development department is recommending the following:

- That 100% of the building permit fees be waived if a developer or contractor develops affordable housing and 100% of the units are for **extremely low income** families.
- That 75% of the building permit fees be waived if 75% of the units will be occupied by individuals that are considered **very low income**.
- That 50% of the building permit fees be waived if 50% of the units are to be occupied by individuals that are considered **low income**, and
- That 25% of the building permit fees be waived if 25% of the units are to be occupied by families that are considered **moderate income**.

Mr. Dan Olivas asked that if the idea behind this program is to formulate more affordable homes coming into the market, what incentives are there for the developers?

Mr. Lilly was commended for his report and presentation.

Mr. Richard Pineda asked if this would make an impact on the change of the language of the ordinance.

Lupe Cuellar, Assistant City Attorney, noted that when the ordinance was adopted, Provision 15.22.145 stated that the City would reduce the impact fees but needed to adopt a Fee Waiver Program.

Mr. Lilly is not recommending the adoption of a Fee Waiver Program but is recommending that the committee in cooperation with the development community, hand out information to keep the existing housing program and instead of reducing the impact fees that the building permit fees be waived.

The recommendation from the committee to City Council is to waive the building permit fees and that the City in conjunction with the developers advertise more so that home buyers are made aware of this program.

ACTION: Motion made by Mr. Ray Aduato, seconded by Mr. Richard Pineda, and unanimously carried to **APPROVE THE RECOMMENDATIONS PRESENTED BY MR. WILLIAM LILLY.**

Motion passed.

2. Approval of the minutes for the CIAC meeting of April 27, 2011

ACTION: Motion made by Mr. Ray Adatao, seconded by Mr. Richard Pineda, and unanimously carried to **APPROVE THE MINUTES FOR THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING FOR APRIL 27, 2011, WITH THE FOLLOWING AMENDMENT. THE NAME OF ROBERT PINEDA SHOULD READ RICHARD PINEDA.**

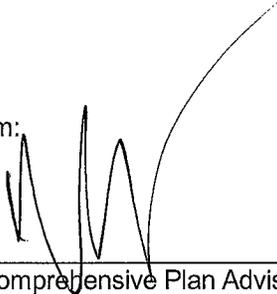
Motion passed.

3. Adjournment

ACTION: Motion made by Mr. Richard Pineda, seconded by Mr. Sal Masoud, and unanimously carried to **ADJOURN THE CAPITAL IMPROVEMENT ADVISORY COMMITTEE MEETING AT 9:20 AM.**

Motion passed.

Approved as to Form:

A handwritten signature in black ink, appearing to read 'Mathew McElroy', is written over a horizontal line. The signature is stylized and somewhat cursive.

Mathew McElroy, Comprehensive Plan Advisory Committee Secretary