

**MINUTES**  
**MEETING OF THE SAN ANTONIO WATER SYSTEM**  
**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**  
**Wednesday, May 1, 2013**  
**9:00 A.M.**

**SAN ANTONIO WATER SYSTEM**  
**ADMINISTRATION BUILDING**  
**EXECUTIVE CONFERENCE ROOM**

**1. Meeting called to order.**

The regular meeting of the Capital Improvements Advisory Committee (CIAC) was called to order at 9:09 a.m. on Wednesday, May 1, 2013 by Dan Kossl, Chairman, Capital Improvements Advisory Committee.

**Committee Members Present:**

Arlene Fisher, District 1  
Susan Wright, District 2  
Norm Dugas, District 3  
Michael Cude, District 4  
Michael Martinez, District 5  
Michael Hogan, District 6  
Mark Johnson, District 8  
Keith Pyron, District 9  
Dan Kossl, District 10  
Amy Hardberger, Mayor/ETJ

**Committee Members Not Present:**

Robert Hahn, District 7

**SAWS Staff Members Present:**

Sam Mills, Director, Engineering  
Kathleen Price, Manager, Engineering  
Keith Martin, Corporate Counsel  
Rene Gonzalez, Planner IV  
Dwayne Rathburn, Manager of Program Planning  
Mark Schnur, Planner IV  
Louis Lendman, Sr. Financial Analyst  
Kelley Neumann, Sr. VP, Strategic Resources  
Felipe Martinez, Planner II  
Andrea Beymer, Sr. Executive Management Analyst  
Gregg Henderson, Director, Finance  
Carlos Mendoza, Sr. Financial Analyst

**Other Representatives Present:**

Pam Monroe, City of San Antonio  
Morris Harris, City of San Antonio  
Hector Morales, San Antonio Apartment Association  
Gabriel Garcia, City of San Antonio  
Marisela Vasquez, City of San Antonio  
Jason Cofield, Intern

**2. Citizens To Be Heard**

There were no citizens to be heard.

**3. Approval of the minutes of the CIAC regular meeting of November 7, 2012.**

The committee approved the minutes from the November 7, 2012 meeting.

**4. Briefing and deliberation on the status of impact fee related projects and impact fees collected and spent.**

Mr. Kossl called the meeting to order at 9:09 a.m., and by introduced Amy Hardberger as a new committee member, representing the COSA ETJ. He turned the meeting over to Mr. Mills, who provided an update on impact fees collected, committed, and spent from 2006 through March 31, 2013, and a summary of the status of impact fee eligible projects. He also mentioned that SAWS had approved the 2013 budget, adopted an updated Water Management Plan, and hired Red Oak as the consultant for the impact fee update. He noted that the purpose of the update is due to the integration of the former BexarMet Water District into SAWS. Mr. Hogan asked if we will run into a problem with adopting impact fees for the District Special Project prior to the integration being complete. Ms. Neumann stated that the integration is mostly complete, but the finances are still separate, and that SAWS will look into this issue. Mr. Lendman stated that SAWS is starting a new rate study too. Mr. Mills stated that there are some projects that benefit SAWS and DSP, and we are allocating the costs to both systems. Mr. Martinez asked who the DSP representative on the committee is, and Mr. Martin responded that the committee is a single committee that represents the DSP. Mr. Martinez stated that he has received questions from people in the county. Ms. Neumann responded that questions and problems are welcome, and we want to solve them.

**1. Briefing and deliberation on the impact fee update process and schedule for the combined SAWS and DSP impact fees.**

Mr. Mills presented a tentative schedule for meetings to complete the impact fee update process. The committee discussed this and agreed on two meetings per month from July through November, and meeting in December and January to finalize and approve the impact fee update. The meetings will be on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays at 9:00 a.m. The November meetings will be on the 7<sup>th</sup> and 21<sup>st</sup>, and

the December meetings will be on the 5<sup>th</sup> and 19<sup>th</sup> to avoid the holidays. The committee subsequently asked for an additional meeting on May 23 to review the Land Use Assumptions Plan again.

**2. Briefing and deliberation on Chapter 395 of the Local Government Code and the role of the CIAC.**

Mr. Martin briefed the committee on Chapter 395 of the Texas Local Government Code and the role of the CIAC. Mr. Dugas noted that the committee can recommend less than the maximum impact fee.

**3. Briefing and deliberation on the 2014 – 2023 Land Use Assumptions Plan.**

Mr. Schnur presented a briefing on the draft Land Use Assumptions Plan. Mr. Dugas stated that the land use distribution numbers are not close. Mr. Schnur noted that the land use distribution numbers do not go into the LUAP EDU calculations. Mr. Mills agreed that SAWS will review the land use distribution. Mr. Hogan asked about the approximate 16,000 EDU difference between 2014 water and sewer EDUs, and after some discussion this difference was accepted. Mr. Dugas questioned the projected growth rate of about 23,000 people per year for the water service area. The committee discussed this and asked for more detail at the next meeting. Mr. Johnson asked about the integration of the DSP service areas into the SAWS service areas, and Ms. Neumann and Ms. Price stated that the DSP service areas fit well with SAWS. The committee asked to see the DSP impact fees by service area next to the adjoining SAWS impact fees by service area. The committee also asked to see longer trends in EDU projections and actual EDUs. Mr. Gonzalez added that the average household in the SAWS model is 2.69 persons per connection, and for DSP is 3.15 persons per connection. Ms. Wright asked to see the important LUAP numbers from the 2011 update. The committee asked to see larger maps showing the change in service areas.

**5. Adjournment**

The meeting was adjourned at 10:39 a.m.

APPROVAL:

---

CIAC Chairman