

**MINUTES  
MEETING OF THE SAN ANTONIO WATER SYSTEM  
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**

**Wednesday, February 23, 2022**

**9:00 A.M.**

**SAWS Headquarters – CR-C154**

**1. Meeting called to order**

The regular meeting of the Capital Improvements Advisory Committee (CIAC) was called to order at 9:00 AM on February 23, 2022.

**Committee Members Present:**

Ms. Arlene Fisher, District 1  
Ms. Debra Guerrero, District 3 (Virtual)  
Ms. Kacy Cigarroa, District 4  
Mr. Michael Hogan, District 6  
Mr. Brian Hughes, District 7 (Virtual)  
Ms. Amy Hardberger, District 8 (Virtual)  
Mr. Michael Moore, District 9  
Mr. Matt Cox, District 10  
Mr. Peter Bella, Mayor/ETJ

**Committee Members Not Present:**

Ms. Susan Wright, District 2  
Vacant, District 5

**SAWS Staff Members Present:**

Doug Evanson, Senior Vice President & Chief Financial Officer  
Andrea Beymer, Vice President, Engineering and Construction  
Keith Martin, Senior Corporate Counsel  
Cecilia Velasquez, Senior Director, Financial Services  
Tracey Lehmann, Director, Development Engineering  
Bob Johnson, Manager, Engineering  
Frances Martinez, Project Engineer  
Richard Donat, Senior Resource Analyst  
Mark Schnur, Senior Resource Analyst  
Rene Gonzalez, Planner III  
Patrick Middleton, Planner III

**2. Citizens to be heard.**

There were no citizens to be heard.

**3. Approval of the minutes of the CIAC regular meeting of September 22, 2021.**

The CIAC approved the minutes of the regular meeting of September 22, 2021.

**4. Discussion and possible action concerning the positions of Chairperson and Vice-Chair of the Capital Improvements Advisory Committee**

The Committee agreed to postpone the vote until the subsequent meeting.

**5. Briefing and discussion on the status of impact fee eligible projects within the SAWS Capital Improvements Plan.**

Mr. Lehmann briefed the Committee on the status of impact fee eligible projects within the SAWS Capital Improvements Plan.

Mr. Hughes asked if SAWS was pursuing any federal infrastructure funds. Mr. Evanson replied that SAWS will look at all opportunities, however federal money often comes with restraints that make the timing untenable.

Mr. Hogan asked, for the sake of the new members, that recoupment be explained in further detail. Mr. Lehmann replied that a change in state law in 2015 allowed for the recoupment of impact fee funds. Projects initially paid for with general funds or debt may be reimbursed by impact fee revenue. Mr. Cox asked if this was applicable to projects prior to 2015. Ms. Velasquez replied that it would be a rare occurrence, but it is possible.

Mr. Moore asked if there was a specific definition (or set of categories) for changes in cost described as "market conditions". Mr. Lehmann replied that material and fuel costs, as well as fewer qualified contractors bidding on the projects, have been drivers of cost increases. Mr. Bella asked if COVID-19 has slowed the amount of project or the start time of projects. Mr. Lehmann replied that yes, starts have been delayed, however the number of developer projects has remained higher than usual. Ms. Cigarroa asked if the current market conditions would be reflected in the next impact fee study. Mr. Lehmann confirmed that, when the process starts again in mid-2023, market conditions will be a part of the calculation.

Mr. Hughes asked for confirmation that projects with no designation in the milestone column have not begun yet. Mr. Lehmann confirmed. Mr. Hughes commented that, as these projects come into the design phase, the total change in project cost will look much different due to the current market conditions.

Mr. Bella requested that additional details be added to the spreadsheet when there is a significant change in cost attributed to change in scope.

Mr. Hogan asked if SAWS was having difficulty obtaining pumps. Mr. Lehmann replied that yes, there is a significant delay.

Mr. Cox asked what year was used for the project costs on the spreadsheet. Mr. Lehmann replied that these costs were taken from the 2018 water and wastewater masterplan. Mr. Cox asked if these costs would be updated. Mr. Lehmann replied that these costs were used in the impact fee study to calculate the fee rate, so the amount will remain constant. Mr. Cox requested that the project cost column be labeled "2018 Cost".

Ms. Beymer commented that the treatment master plan is wrapping up and the CIAC should expect significant changes in the treatment component during the next impact fee update.

Mr. Hogan reminded the committee that the annual financial disclosure reports are due to the City of San Antonio Clerk.

**6. Adjournment**

The meeting was adjourned at 9:54 AM on February 23, 2022.

APPROVAL:

  
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CIAC Acting Chairman