

Capital Improvements Advisory Committee Meeting
May 27, 2025

A. Call to Order

- A.1 Chairperson Paul Alvarado called the Capital Improvements Advisory Committee (CIAC) Meeting to order at 6:00 P.M.

The following Committee Members were present:

Committee Chairperson Paul Alvarado
Committee Member John Baker
Committee Member Ross Brensinger
Committee Member Erin Pfarner
Committee Member Bill Schlegel
Committee Member Alternate Deborah Johnson
Committee Member Alternate Michelle Sandoval Cabanas

The following City staff members were present:

Chad Barte, City Engineer
Kalvin Edelmann, Planner
Ethan Flanders, Planner
Sarah Hensley, Director of Community Development
Ryan Lee, Support Services Manager
Alonzo Liñán, Director of Public Works
Alexis Russell, Planner II
Kaleena Stevens, Planning Technician

B. Work Session

- B.1 Capital Improvements Advisory Committee Member Orientation

Alonzo Liñán, Director of Public Works, gave a presentation relating to the history of the impact fee program, the role of impact fees, and the role of the Capital Improvements Advisory Committee.

Brief discussion was held regarding how impact fees are assessed and collected, projected growth, when the impact fee program could be amended, and the impact fee report formatting.

C. Consent

- C.1 Consider approval of the minutes of the Capital Improvements Advisor Committee meeting on October 22, 2024.

- A motion was made by Committee Member Ross Brensinger and a second by Committee Member Erin Pfarner to approve the minutes. Approval was unanimous.

- C.2 Accept the Biannual Impact Fee Report as of September 30, 2024.

Brief discussion was held regarding application of impact fees to businesses as well as current market conditions and the reconciliation of projections from the Impact Fee Study.

- A motion was made by Committee Member Bill Schlegel and a second by Committee Member Brensinger to accept item C.2. Approval was unanimous.

C.3 Accept the Biannual Impact Fee Report as of March 31, 2025.

- A motion was made by Committee Member Pfarnner and a second by Committee Member Brensinger to accept item C.3. Approval was unanimous.

D. Adjourn

D.1 Committee Chairperson Paul Alvarado adjourned the Capital Improvements Advisory Committee meeting at 6:36 P.M.