



Governing Body
of the
City of Rio Rancho
Special Committee on Impact Fees

MINUTES

NOVEMBER 30, 2016
1:00 PM
Overflow Room, City Hall

COMMITTEE MEMBERS PRESENT:

Greggory Hull, Mayor
Dawnn Robinson, Councilor Dist. 2
Cheryl Everett, Councilor Dist. 3
Brain Patterson, Titan Development
David Newell, RayLee Homes
Anthony Caravella, Director of Dev. Svcs.
Don Martinez, Senior Financial Analyst

GOVERNING BODY MEMBERS PRESENT:

Jim Owen, Councilor Dist. 1

OTHER STAFF PRESENT:

Keith Riesberg, City Manager
Stephen Ruger, City Clerk

CALL TO ORDER

Mayor Hull called the meeting to order at 1:00 p.m.

DISCUSSION AND DELIBERATION

- Presentation on Open Meetings Act Requirements/Procedure

Stephen Ruger presented an overview of the Open Meetings Act and gave a brief presentation on meeting procedures. He stated that this committee is designed to interact on a more casual, collaborative basis.

- Selection of Chair/Vice Chair

Dawnn Robinson nominated Mayor Hull to serve as Chair of the committee. Seconded by Cheryl Everett. The motion carried with all members present in favor.

Mayor Hull nominated Dawnn Robinson to serve as Vice Chair. Seconded by Cheryl Everett. The motion carried with all members present in favor.

- Discussion of Committee Role/Beginning Dialog on Impact Fees

Mayor Hull introduced this item and asked Dawnn Robinson to provide a presentation. Ms. Robinson gave a brief overview of the committee's role, its purpose, and the goals she would like to achieve.

1 Ms. Robinson then led a discussion relating to the information the committee would like to
2 receive to navigate through the process. The committee members expressed interest in the
3 following topics:

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- 5 1. How has the city used impact fee revenue over the past 10 years?
- 6 2. Research on other cities' impact fee structure, policies, and objectives
- 7 3. Targeted Development Areas
- 8 4. Relationship of impact fee funding to all other funding sources. What is ideal impact fee
9 amount to target in relationship to other funding?
- 10 5. More information on water/sewer numbers
- 11 6. Ways impact fees can be used for economic development
- 12 7. Goals and objectives for the community
- 13 8. Enterprise zones
- 14 9. Historic effect of impact fees on residential and commercial development
- 15 10. Comparison of impact fees to other cities
- 16 11. Do other communities base residential impact fees on square footage?
- 17 12. Develop performance metrics- not just numbers - for things like safety, schools, and
18 affordability by ranking and quantifying benefits
- 19 13. Overall analysis of all economic variables such as taxes, water rates, etc.
- 20 14. Research and information on submarkets and state markets
- 21 15. Types of industry the city should target
- 22 16. Comparison to surrounding communities looking at current fee versus proposed fee
- 23 17. Other incentive programs that currently exist of should be created
- 24 18. Consultant reports
- 25 19. ICIP - goals and objectives/city initiatives
- 26 20. More information on the economics behind the impact fee study
- 27 21. Prevailing state statute and local ordinances
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29 Committee members were asked to rank their top 10 priorities from the list above prior to the
30 next meeting.

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- 32 • Establishing a Schedule of Meetings
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34 The committee agreed to meet every Wednesday from 1:00 p.m. to 3:00 p.m. going forward.

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36 **ADJOURNMENT**

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38 Mayor Hull adjourned the meeting at 2:58 p.m.

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40 **APPROVED THIS DECEMBER 14, 2016**

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45 **ATTEST:**

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47 _____
48 **Stephen J. Ruger, City Clerk**
49 **SEAL**

Greggory D. Hull, Mayor