

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
JUNE 18, 2013
MINUTES**

Chairman Richard McNeese called the Capital Improvements Advisory Committee meeting to order at 6:40 p.m. for consideration of scheduled items in the Council Chambers in City Hall of the Municipal Complex. Chairman Richard McNeese stated there was a quorum of members of the Capital Improvements Advisory Committee present.

MEMBERS AND STAFF PRESENT:

Chairman Richard McNeese
Vice Chairman Troy Mennis
Commissioner Monty Huffman
Commissioner LuAnn Portugal
Commissioner Jeremy Tompkins
Commissioner David Brown
Chris Barker, Assistant City Manager
Mike Collins, Director of Planning and Economic Development
Janina Jewell, Finance Director
Stephen Cook, Senior Planner
Alicia Davenport, Administrative Secretary

MEMBERS ABSENT:

Commissioner George Zahn

VISITORS:

ITEM 1 APPROVAL OF MINUTES for called meeting of February 19, 2013.

Vice Chairman Mennis made a motion to approve the minutes for called meeting of February 19, 2013. Commissioner Tompkins seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Mennis, Commissioners Huffman, Portugal, Tompkins, and Brown

Nays: None

Abstention: None

The motion carried (6-0-0)

ITEM 2 CASE #13-02-CIAC - CONSIDERATION OF RESOLUTION NO. 13-02-CIAC

Consideration of a Resolution Adopting the Capital Improvements Advisory Committee Semi-Annual Reports for the Period of October 1, 2012 through March 31, 2013 and Conveying it to the City Council.

Stephen Cook, Senior Planner, gave a brief description of the case. The City Council appointed the Planning and Zoning Commission to serve as the Capital Improvements Advisory Committee (CIAC). Section 395.058 of the Local Government Code established this advisory committee to file semi-annual reports with respect to the progress of the capital improvements plan and report to the City Council any perceived inequities in implementing the plan or imposing the impact fee.

Attached is Resolution No. 13-02-CIAC conveying the Semi-Annual report for the period of October 1, 2012 through March 31, 2013 (Exhibit A). During this period, impact fees totaling \$142,988.40 were allocated for the following: Water Tower Debt Payment (Project WT0101) for \$130,170.00; and Engineering Services from Birkhoff, Hendricks & Carter (Project WT1203) for \$12,818.40. The Impact Fee Fund is divided into separate funds, with the amounts available as of March 31, 2013 as follows: Water Impact Fee Fund is \$1,838,692.69; Wastewater Impact Fee Fund is \$526,999.19.

Resolution No. 13-02-CIAC recognizes that the Land Use Assumptions and Impact Fee Assessments has been updated and approved by the City Council on April 9, 2013. Future reports will reflect the updated fee structure.

Commissioner Portugal made a motion to approve case #13-02-CIAC. Commissioner Huffman seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Mennis, Commissioners Huffman, Portugal, Tompkins, and Brown

Nays: None

Abstention: None

The motion carried (6-0-0)

There being no further business Chairman McNeese adjourned the meeting at 6:44 p.m.

Chairman Richard McNeese

Date