

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE  
JANUARY 21, 2014  
MINUTES**

Chairman Richard McNeese called the Capital Improvements Advisory Committee meeting to order at 6:52 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  
Committee Member George Zahn  
Committee Member Ken Olmstead  
Committee Member LuAnn Portugal  
Committee Member Ronald Dunckel  
Committee Member Jeremy Tompkins  
Committee Member David Brown  
Hal Cranor, Director of Public Works  
Mike Collins, Director of Planning and Economic Development  
Paul Smith, Fire Marshal  
Stephen Cook, Senior Planner  
Alicia Davenport, Administrative Secretary

**MEMBERS ABSENT:**

**VISITORS:**

Tom Winn

**ITEM 1        APPROVAL OF MINUTES for called meeting of June 18, 2013.**

Vice Chairman Mennis made a motion to approve the minutes for called meeting of June 18, 2013. Committee Member Tompkins seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Mennis, Committee Members Zahn, Portugal, Tompkins, and Brown.

Nays: None

Abstention: Committee Members Olmstead and Dunckel

The motion carried (6-0-2)

**ITEM 2        CASE #14-01-CIAC - CONSIDERATION OF RESOLUTION NO. 14-01-CIAC**

Consideration of a Resolution Adopting the Capital Improvements Advisory Committee Semi-Annual Reports the period of April 1, 2013 through September 30, 2013.

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. 14-01-CIAC conveying the Semi-Annual report for the period of April 1, 2013 through September 30, 2013 (Exhibit A). During this period, impact fees totaling \$341,506.82 were allocated for the following: Water Tower Debt Payment (Project WT0101) for \$130,164.00; Engineering Services from Birkhoff, Hendricks & Carter (Project WT1203) for \$1,342.82; Trinity River Authority Debt Payment (Project WT0901) for \$150,000.00; and, Trinity River Authority Debt Payment (Project WW0605) for \$60,000.00. The Impact Fee Fund is divided into separate funds, with the amounts available as of September 30, 2013 as follows: Water Impact Fee Fund is \$1,597,657.51; Wastewater Impact Fee Fund is \$480,529.95.

Resolution No. 14-01-CIAC recognizes that the Land Use Assumptions and Impact Fee Assessments has been updated and approved by the City Council on April 9, 2013.

Committee Member Zahn made a motion to approve case #14-01-CIAC. Committee Member Brown seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, Vice Chairman Mennis, Committee Members Zahn, Portugal, Dunckel, Tompkins, and Brown.

Nays: None

Abstention: Committee Member Olmstead

The motion carried (7-0-1)

There being no further business Chairman McNeese adjourned the meeting at 6:57 p.m.

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Chairman Richard McNeese

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Date