



City of Fair Oaks Ranch
Capital Improvements Advisory Committee
7286 Dietz Elkhorn, Fair Oaks Ranch, TX 78015

MINUTES OF March 6, 2019

I. CALL TO ORDER:

Chairman John Merritt called the meeting to order at 9:00 AM

Committee Members present: John Merritt, Chairman, Harold Manning, Vice Chairman, John Weir, Monte McCormick, Fran Driskell, Paul Lampe, Paul Mebane and Dana Green
Committee Members absent: Ed Barron

City Representatives present: Ron Emmons, Public Works Director; and Sandy Gorski, Public Works Administrative Assistant, Snehal Patel, Council Member, Tobin Maples, City Manager.

II. QUORUM

Quorum Declared with 8 of 9 members present.

III. PURPOSE AND REQUIREMENT OF CIAC:

John Merritt reviewed the purpose and requirements of the CIAC Committee.

IV. APPROVAL OF SEPTEMBER 26, 2018 MINUTES:

John Merritt asked if there were any corrections to the Minutes of the September 26, 2018 Minutes. No corrections suggested.

MOTION: Made by John Weir and seconded by Monte McCormick to approve the minutes of the September 26, 2018.

VOTE: 8-0, Motion Passed

V. REVIEW OF COMMITTEE ACTIONS ITEMS FROM SEPTEMBER 26, 2018:

Committee action items reviewed, no corrections. To be added to the March 6, 2019 Report to Council as it has not been presented to Council before this time. .

VI. UPDATE ON CITY STUDIES:

Ron Emmons gave an update on the status of the various City studies that are underway all as a part of the Comprehensive Master Plan.

The RFQ for the Professional Engineering Services for the elevated storage tank was completed on January 11, 2019. The Selection Committee reviewed the statement of Qualifications on January 24, 2019. Recommendation and Professional Services Agreement will be presented to Council for approval on March 21, 2019. Public outreach on the Elevated Storage Tank will begin as soon as possible.

Tobin Maples noted aspects of the engineering for the elevated storage tank (EST) to be addressed include:

Front End Community Engagement, Site Locations, Cost & Limitations, TCEQ Requirements, Fire Flow requirements, Geotech and dynamics of site.

The Master Water and Waste Water Plan documents have not yet been approved by Council. Freese and Nichols has been hired to perform an Impact Fee Study but will not begin until the Master Water & Wastewater Plan has been approved by Council. The CIAC recommendation to Council made at its September 26, 2018 meeting is still applicable as follows:

- First Meeting – Understanding Laws and information used in the establishment of Impact Fees.
- Second Meeting – To cover Data from Engineer on future land use and projects.
- Third Meeting – Establishment of Fees and Final completion of Study prior to submission to Council for approval.

John Merritt requested a hard copy of the Water, Wastewater & Reuse Master Plan for the CIAC Committee use. Additionally, staff will email to the CIAC a copy of the February 21, 2019 Freese & Nichols power point presentation to the City Council.

VIII. REVIEW CAPITAL IMPROVEMENT PROJECTS:

An update was given for the proposed Capital Improvement Projects shown in the 2014 Freeze and Nichols Impact Fee Report. There were no changes since the September 26, 2018 meeting.

IX. REVIEW OF LAND USE UPDATE, CONTRIBUTION IN AID AND IMPACT FEE REPORT:

1. LAND USE:

Summary of LUA: Details provided in agenda package with LUA Lot Inventory breakdown. Changes to LUA: During the time period since last report dated August 31, 2018 to January 31, 2019:

- 22 - Water Connection Services added
- 16 - Wastewater Connection Services added
- 50 - Improved Lots

2. CONTRIBUTION IN AID – EXPANDED REPORT:

A detailed report of Contribution in Aid for the 7 Agreements for Water and 1 Agreement for Wastewater, by Developer was provided including original calculations of CIA, Developer paid installments, Builder paid Impact Fees, Developer Balance as of January 31, 2019 and remaining 2nd Installment data.

3. IMPACT FEES COLLECTED:

Historical report showing Impact Fees paid by fiscal year from 1998-1999 to 2018-2019 including chart. An outline of the Impact Fees with amounts and Implementation dates was included.

4. 10 YEAR PROJECTIONS / 2014-2019 WATER – WASTEWATER IMPROVED LOT CHART

2014-2019 Land Use Improved Lots Actual vs 10 Year Projections for both Water connections and Wastewater connections was provided and discussed. Discussion of all items and following questions answered. Discussion was closed.

X. COMMITTEE RECOMMENDATIONS ON SEMIANNUAL PROGRESS REPORT TO COUNCIL:

1. The Committee recommends no action at this time pending the outcome of the Comprehensive Plan updates and Water/Wastewater Master Plan studies still in progress.

2. It was noted that the Impact Fee Study to still forward when the Water, Wastewater & Reuse Master Plan has been approved by Council.

3. Receipt of the resignation of Ed Baron, Development Representative, from the CIAC effective March 6, 2019.

MOTION: Made by John Weir and seconded by Fran Driskell on progress report.

VOTE: 8-0, Motion Passed

XI. **REQUEST FOR FUTURE AGENDA CONSIDERATIONS:**

Review of the new Land Use Assumptions and the Capital Improvement Plans.

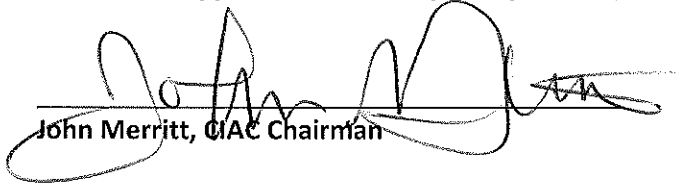
XII. **SET NEXT CIAC MEETING DATE:**

The next meeting of the CIAC is proposed to be held on September 25, 2019 at 9:00 A.M.

XIII. **ADJOURN:**

Chairman Merritt adjourned the meeting at 10:25 A.M.

Passed and Approved this 25 Day of September, 2019



John Merritt, CIAC Chairman