

**City of Round Rock, Texas
Capital Improvements Advisory Committee
May 15, 2013 Meeting**

Meeting Minutes

A. CALL TO ORDER

The May 15, 2013 meeting of the Capital Improvements Advisory Committee (CIAC) was held in Round Rock City Council Chambers located at 221 East Main Street. With a quorum present, Committee Chairman Al Kosik called the meeting to order at 6:15 p.m.

B. ROLL CALL

Members in attendance included Chairman Al Kosik, Vice Chair David Pavliska, Committee Members Peter Drapes, Rene Flores, Frank Leffingwell, Michael Morales, William Peckham, Jim Shelgren, Larry Yawn and Ad Hoc Committee Members Jim Boles and Sally Decelis.

City staff included Michael Thane, Director of Utilities and Environmental Services and Diane Buck with Planning and Development Services (PDS).

C. MEETING MINUTES

C.1 Consider approval of the November 7, 2012 meeting minutes

MOTION: Motion by Committee Member Shelgren, second by Committee Member Peckham to approve the November 7, 2012 meeting minutes as presented.

VOTE: Aye: Chairman Kosik, Vice Chair Pavliska, Committee Member Drapes, Committee Member Flores, Committee Member Leffingwell, Committee Member Morales, Committee Member Peckham, Committee Member Shelgren, Committee Member Yawn Ad Hoc Committee Member Boles, and Ad Hoc Committee Member Decelis. Vote to approve: 11-0. The motion carried unanimously.

D. SEMI-ANNUAL REPORT

D.1 Consider and recommend approval of the Semi-Annual Report to City Council with respect to the progress of the Capital Improvements Plan and identification of any perceived inequities on Impact Fees.

Mr. Thane reviewed Texas Local Government Code (TLGC) Section 395 pertaining to the CIAC noting the Committee is responsible for filing a semi-annual report with respect to the progress of the capital improvements plan and report to City Council any perceived inequities in implementing the plan or imposing the impact fees. He continued by stating the land use assumptions, capital impact fees and the Capital Improvement Plan were progressing as projected when the fees were last reviewed. Law requires fees be reviewed every five years but with our growth, Round Rock's fees are reviewed on a three-year cycle. The last study was completed in the Spring of 2012 which allowed the Impact Fee to be reduced.

The report reflected an update on actual growth in comparison to projections and assumptions for data collected from October 1, 2012 through March 31, 2013. He continued by reviewing water treatment, including ground and surface water usage; a comparison of 2010 - 2013 water production rates; annual single family permits issued including the permits issued within the MUDS; a comparison of multi-family units permitted FY 2005 through March 2013; new commercial building permits issued from FY 2009 through March 2013; water and sewer Impact Fees collected FY 2010 through March 2013-2012 with a break-down of residential and commercial fees collected; and population projects for Round Rock and the ETJ from 2010 through 2030.

Mr. Thane continued by reviewing water and wastewater system Capital Improvement Projects that were in progress, were scheduled for construction or had been completed since the last impact fee analysis was completed in early 2012. He concluded his presentation by comparing Round Rock and surrounding community's single-family residential utility rates and their associated impact fees and by stating Round Rock's utility rates were low due to our philosophy of having new customers and developers pay the cost of the capital improvements required for their new development.

In closing, Mr. Thane noted growth was continuing in Round Rock, as indicated in the Water and Wastewater Impact Fee Report. City staff recommended the impact fees be reviewed every three years so the fees are set according to growth patterns and expected demands on the water and wastewater utility system. Currently, there are no significant changes in the assumed growth pattern since the new Impact Fees went into effect in August 2012.

Mr. Thane agreed to verify the dates on Table 7 and forward an update to Committee Members. Noting the CIAC had been tasked to review the Impact Fees every six months and to forward recommendations to Council, the following motion was offered:

MOTION: Motion by Committee Member Leffingwell, second by Committee Member Shelgren to approve the Semi-Annual Report and forward a recommendation and comments to City Council.

VOTE: Aye: Chairman Kosik, Vice Chair Pavliska, Committee Member Drapes, Committee Member Flores, Committee Member Leffingwell, Committee Member Morales, Committee Member Peckham, Committee Member Shelgren, Committee Member Yawn, Ad Hoc Committee Member Boles, and Ad Hoc Committee Member Decelis. Vote to approve: 11-0. The motion carried unanimously.

E. ADJOURNMENT

There being no further discussion, the meeting was adjourned at 6:57 p.m.

Respectfully submitted,

Original Signed

Diane Buck

Planning Tech