

**City of Round Rock, Texas
Capital Improvements Advisory Committee
May 6, 2015, Meeting**

Draft Meeting Minutes

A. CALL TO ORDER

The May 6, 2015, 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 David Pavliska called the meeting to order at 6:01 p.m.

B. ROLL CALL

Members in attendance included Chairman David Pavliska, Vice Chair J. Hollis Bone, Committee Members Matthew Baker, Stacie Bryan, Michael Doss, Rene Flores, Jennifer Henderson, Selicia Sanchez, Ad Hoc Committee Member Sally Decelis, and Ad Hoc Committee Member Jeremiah Williams. Committee Member Rob Wendt was absent.

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

C. MEETING MINUTES

C.1 Consider approval of the November 19, 2014, meeting minutes.

With there being no questions or comments, a motion was offered.

MOTION: Motion by Committee Member Henderson, second by Committee Member Sanchez to approve the November 19, 2014, meeting minutes as presented.

VOTE: Aye: Chairman Pavliska, Vice Chair Bone, Committee Member Baker, Committee Member Bryan, Committee Member Doss, Committee Member Flores, Committee Member Henderson, Committee Member Sanchez, Ad Hoc Committee Member Decelis, and Ad Hoc Committee Member Williams. Vote to approve: 10-0. 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 whether to continue with the existing rates or review them if necessary. Local Government Code requires a report be presented to the Capital Improvements Advisory Committee semi-annually. The current report reflected data collected from October 1, 2014, through March 31, 2015.

Mr. Thane continued by reviewing the surface water usage, along with the number of active water services over the past two years, which indicated water production has remained steady. He also stated water conservation programs, water reuse programs, and community awareness have significantly improved water usage during the last few years. Other topics discussed included potable vs. reuse water; annual multi-family permits issued; annual commercial building permits issued; annual single-family building permits issued for residential & MUDs development; impact fees collected; and population projections for Round Rock and the ETJ from 2010 through 2030.

Mr. Thane followed by reviewing water and wastewater system Capital Improvement Projects that were in progress, scheduled for construction or had been completed since the last impact fee analysis was completed in April 2012. He noted that some of the upcoming projects listed in the report could be delayed, if needed. He concluded his presentation by comparing Round Rock and surrounding communities' single-family utility rates and their associated impact fees.

In closing, Mr. Thane stated population growth is not occurring as anticipated in the impact fee report, resulting in less impact fees collected. The Impact Fees will be updated following the completion of the Master Plans. It is anticipated the update will be presented to the Committee in late 2015.

City staff recommended the impact fees be reviewed every three years so the fees could be adjusted according to growth patterns and needs of the water and wastewater utility system improvements.

The following motion was offered:

MOTION: Motion by Committee Member Flores, second by Committee Member Doss to approve the Semi-Annual Report and forward the recommendation to City Council.

VOTE: Aye: Chairman Pavliska, Vice Chair Bone, Committee Member Baker, Committee Member Bryan, Committee Member Doss, Committee Member Flores, Committee Member Henderson, Committee Member Sanchez, Ad Hoc Committee Member Decelis, and Ad Hoc Committee Member Williams. Vote to approve: 10-0. The motion carried unanimously.

E. ADJOURNMENT

There being no further discussion, the meeting was adjourned at 6:52 p.m.

Respectfully submitted,

Veronica Chandler
Planning Tech