

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE  
JANUARY 9, 2019, MEETING**

**MEETING MINUTES**

**A. CALL TO ORDER**

The January 9, 2019, 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 8:49 p.m.

**B. ROLL CALL**

Members in attendance included Chairman David Pavliska, Vice Chair Rob Wendt, Committee Members Stacie Bryan, Jennifer Henderson, Michelle Ly, Greg Rabaey, Selicia Sanchez, Jennifer Sellers, Jesse Navarrete and David Sour. Committee Members Casey Clawson was absent.

Transportation Department staff included Gary Hudder, Brian Kuhn, Ed Polasek, and Gerald Pohlmeier. Also present were Brad Wiseman, Laton Carr, and Veronica Chandler from Planning and Development Services Department; Susan Morgan from the Finance Department; and Jeff Whitacre from Kimley-Horn Associates.

**C. APPROVAL OF MINUTES:**

**C1. Consider approval of the minutes for the August 15, 2018, Capital Improvement Advisory Committee meeting.**

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

**Motion:** Motion by Committee Member Sanchez, second by Committee Member Bryan to approve Agenda Item C1 as presented.

**VOTE: Aye:** Chairman Pavliska, Vice Chair Wendt, Committee Member Bryan, Committee Member Henderson, Committee Member Ly, Committee Member Rabaey, Committee Member Sanchez, Committee Member Sellers, and Ad Hoc Committee Members Navarrete and Sour. Vote to approve: 10-0. The motion carried unanimously.

**D. PRESENTATION**

**D1. Consider a presentation, provide comments and consider a recommendation to Council regarding proposed land use assumptions and a 10-year roadway capital improvements plan for the City's proposed roadway impact fee service areas.**

Mr. Hudder, Director of Transportation, explained that the Roadway Impact Fee was finalized last year, however, after presenting the Roadway Impact fee to the City Council, Council provided guidance and requested that the Transportation Department continue the process to allow additional input from stakeholders and to make minor edits to the land use and capital assumptions in response to the stakeholder input received to-date. He noted that land use assumptions and the 10-year plan would be discussed in the presentation; the proposed fees would be presented during the next CIAC meeting on February 6<sup>th</sup>.

Mr. Whitacre reviewed the Capital Improvements Advisory Committee's (CIAC) role stating that the purpose of the committee was to advise and assist the City Council in adopting land use assumptions and review the capital improvements plans. He noted that after the study is completed the CIAC will be tasked with monitoring the impact fee implementation, file semiannual reports, and advise council when to update or revise the land use assumptions, capital improvements plan, and impact fee.

He continued to explain that continuing the Roadway Impact Fee process would allow stakeholders more time to review the study and give staff the opportunity to answer any additional questions during the public hearing process.

Mr. Whitacre continued by reviewing the proposed service areas and the 10-year growth projection and cost for each area. He briefly discussed the community outreach that was implemented and the proposed schedule for the Roadway Impact Fee process. He finalized his presentation requesting the Committee provide comments by January 17<sup>th</sup>; all comments will be included in the City Council packet for the public hearing scheduled on January 24<sup>th</sup>.

In summary, the Advisory Committee discussed the growth projections, land use assumptions and the projected cost for each service area. Any additional comments will be submitted to the Transportation Department by January 17<sup>th</sup>.

**E. ADJOURNMENT**

There being no further discussion, the meeting was adjourned at 9:27 p.m.

Respectfully submitted,

***Original Signed***

Veronica Chandler  
Planning Tech