

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE  
WEDNESDAY, MAY 15, 2019 AT 6:30 PM**

**MEETING MINUTES**

**A. CALL TO ORDER**

The May 15, 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, Chairman David Pavliska called the meeting to order at 6:39 p.m.

**B. ROLL CALL**

Members in attendance included Chairman David Pavliska, Vice Chair Rob Wendt, Committee Member Stacie Bryan, Committee Member Paul Emerson, Committee Member Jennifer Henderson, Committee Member Michelle Ly, Committee Member Greg Rabaey, Committee Member Jennifer Sellers, and Ad Hoc Committee Member Jesse Navarrete. Committee Members Casey Clawson and David Sour were absent.

City staff included Michael Thane and Francisco Vicent with Utilities and Environmental Services; Brad Wiseman, Bradley Dushkin, Laton Carr, and Veronica Chandler with Planning and Development Services.

**C. APPROVAL OF MINUTES**

**C1. Consider approval of the minutes for the November 7, 2018 meeting minutes.**

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

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

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Committee Member Bryan, Committee Member Emerson, Committee Member Henderson, Committee Member Ly, Committee Member Rabaey, Committee Member Sellers, and Ad Hoc Committee Member Navarrete. Vote to approve: 9 - 0. The motion carried unanimously.

**D. PRESENTATIONS**

**D1. 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 in implementing the plan or imposing the impact fee.**

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.

Mr. Thane continued by reviewing the surface water usage, along with the number of active water services, which indicated water production has remained steady. He noted that to help keep track of water usage, the City implemented a "smart meter program." Using the smart meter program, the public can pay their water bill on-line and review and compare water usage. Mr. Thane explained that to help with the water capacity, the City continues to promote the reuse water system. The reuse system has expanded and the demand for reuse water has continued to grow. Other topics discussed included potable vs. reuse water; annual multi-family building permits issued; annual commercial building permits issued; annual single-family building permits issued for residential & MUD development; impact fees collected; and population projections for Round Rock and the ETJ from 2010 through 2030.

Mr. Thane followed by briefly discussing the water, wastewater, and reuse service areas. He also discussed the water and wastewater system Capital Improvement Projects that were in progress, scheduled for construction, or had been completed, noting that one of the upcoming projects listed in the report will address a needed expansion to the wastewater treatment plant. He concluded his

presentation by comparing Round Rock and surrounding communities' single-family utility rates and their associated impact fees. He noted that Round Rock's utility rates remain some of the lowest in the region.

In closing, Mr. Thane stated population growth in Round Rock is proceeding at a slightly slower rate than what was anticipated in the impact fee report; however, this has not caused a significant concern since the number of connections to the water and wastewater systems are occurring at the projected rate anticipated by the City. He noted that the City recommended the impact fees to be reviewed every three to four years so that the fees are set according to the growth patterns and needs of the water and wastewater utility system improvements. He stated that the Water and Wastewater Master Plans will commence with an update in the Fall 2019. After the Master Plan updates are completed, the adopted impact fees will be reviewed.

Following a brief discussion, a motion was offered.

**Motion:** Motion by Committee Member Henderson, second by Committee Member Emerson to approve the Semi-Annual Report and forward the recommendation to City Council.

**Vote: AYES:** Chairman Pavliska, Vice Chair Wendt, Committee Member Bryan, Committee Member Emerson, Committee Member Henderson, Committee Member Ly, Committee Member Rabaey, Committee Member Sellers, and Ad Hoc Committee Member Navarrete. Vote to approve: 9 - 0. The motion carried unanimously.

#### **E. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 7:26 p.m.

Respectfully Submitted

***Original Signed***

Veronica Chandler, Planning Tech