

MINUTES OF THE SPECIAL MEETING
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE

July 9, 2018

A. CALL TO ORDER - Chairman Gary Ponder

A regular meeting of the Capital Improvements Advisory Committee was called to order by Chairperson Gary Ponder with the following members present:

Gary Ponder
Carey Page
Robert Apke
Bill McCrea
Leslie Sagar
Vernon Stansell
Ralph Osgood

Commissioner McCrea arrived at 6:05 p.m. Staff present included Aaron Rector, Finance Director; Trina Zais Director of Public Services/Economic Development; Susan Kenney, Community Development Director; Chad Bartee, City Engineer; Katasha Smithers, Planner 1; Jerald Ducay, Planner I; Tracey Talkington, Police Captain.

B. MINUTES

1. Consider approval of the minutes for the meeting of June 25, 2018.

Commissioner Sagar stated that the CIAC June 25, 2018 minutes needed to update the year from 2017 to 2018 and that both Commissioner Sagar and Reid were not present for the meeting.

Commissioner Osgood moved to approve Item B-1 as amended. Commissioner Page seconded and the motion carried (7-0)

C. OLD BUSINESS

1. None

D. NEW BUSINESS

1. Discuss and approve the semi-annual impact fee report as to the progress of the Capital Improvements Plan of the City of Keller Water, Wastewater, and Roadway Impact Fee Study.

Commissioner Sagar inquired about an asterisk and its purpose. Aaron Rector, Finance Director, explained the asterisk is utilized in relation to the expenditures and the transition of impact fees being transferred directly to CIAC fund. Commissioner Sagar also inquired about the fund balance for each of the funds. Aaron Rector explained these numbers are produced on an annual basis and can be provided at the end of the year.

Commissioner Sagar had questions regarding Table 2-4 as it was not reflective of a subsequent table in the report. Aaron Rector confirmed that table 2-4 would need to be updated for the final report. Commissioner Sagar commented that on table 2-5 Alta Vista was indicated to be under-design, however, had construction expenditures. Chad Bartee, City Engineer, explained it under both design and construction at this time. An update to the table can be made to indicate this.

Commissioners Stansell and Sagar raised concerns regarding separate project allocation and common denominator allocation. Aaron Rector proposes to combine projects to eliminate ambiguity within projects.

Commissioner Sagar moved to approve Item B-1. Commissioner McCrea seconded and the motion carried (7-0).

E. ADJOURN

The meeting was adjourned at 6:30 p.m.

Gary Ponder - Chairman