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**MINUTES**  
**CAPITAL IMPACT FEE ADVISORY COMMITTEE**  
**MEETING OF AUGUST 6, 2020**

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The Capital Impact Fee Advisory Committee of the City of Cedar Hill, Texas conducted a meeting by telephone conference on Thursday, August 6, 2020 at 4:00 p.m.

Committee Members Present: Chairperson Greg Patton, Vice-Chairperson Scott Emmons and Committee Members: Don McGee, Dr. Kirtland Speaks, and Al Armistead

City Staff Members Present: City Engineer Robert Woodbury; Director of Finance, Alan Dickerson; Building Official, Gail Lux; and Planning Secretary, Katie Cenicola

**I. Call the meeting to order.**

Chairperson Patton called the meeting to order at 4:04 p.m., declaring it an open meeting with the meeting notice duly posted.

**II. Approve the minutes of the August 8, 2019 meeting.**

A motion was made by Vice-Chairperson Emmons and seconded by Committee Member Speaks to approve the minutes of the August 8, 2019 meeting. The vote was as follows:

Ayes: 5 – Chairperson Patton, Vice-Chairperson Emmons, Committee Members McGee, Speaks and Armistead

Nays: None

Chairperson Patton declared the motion carried.

**III. Approve the minutes of the February 3, 2020 meeting.**

A motion was made by Committee Member McGee and seconded by Committee Member Speaks to approve the minutes of the February 3, 2020 meeting. The vote was as follows:

Ayes: 5 – Chairperson Patton, Vice-Chairperson Emmons, Committee Members McGee, Speaks and Armistead

Nays: None

Chairperson Patton declared the motion carried.

**IV. Regular Agenda**

1. Discuss the progress of active, capital projects utilizing impact fees. (Public Works)

City Engineer Robert Woodbury indicated that there were no active, capital project utilizing impact fees.

2. Discuss the potential for future, capital projects utilizing impact fees. (Public Works)

Mr. Woodbury indicated that they were looking at utilizing some impact fees for Joe Wilson Rd. improvements.

3. Discuss the financial report and capital impact fees collected. (Finance)

Finance Director, Alan Dickerson, reviewed the financial report with the Committee.

4. Consider approving the Semiannual Report.

A motion was made by Committee Member Armistead to approve the report, as presented. Board Member Speaks seconded the motion. The vote was as follows:

Ayes: 5 – Chairperson Patton, Vice-Chairperson Emmons, Committee Members McGee, Speaks and Armistead

Nays: None

Chairperson Patton declared the motion carried.

5. Discuss any perceived inequities in implementing the Capital Improvements Plan or imposing impact fees. (Building Inspections)

Building Official Gail Lux indicated there was no formal or informal complaints submitted.

**V. Staff Reports**

1. Updates on other capital projects. (Public Works)

Mr. Woodbury updated the Committee on other capital projects not associated with impact fees.

2. Complete Streets Downtown Plan (Planning)

Planning Secretary Katie Cenicola updated the Committee on the Complete Streets Downtown Plan.

3. Comprehensive Plan (Planning)

Ms. Cenicola updated the Committee on the Comprehensive Plan.

**VI. Adjourn**

There being no further business the meeting adjourned at 4:32 p.m.

City of Cedar Hill  
Capital Impact Fee Advisory Committee  
August 6, 2020

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Greg Patton  
Chairperson



Katie Cenicola  
Planning Secretary

