
MINUTES
CAPITAL IMPACT ADVISORY COMMITTEE
MEETING OF AUGUST 9, 2021

The Capital Impact Fee Advisory Committee of the City of Cedar Hill, Texas conducted a meeting by telephone conference on Monday, August 9, 2021, at 4:00 p.m.
Committee Members Present: Greg Patton, Scott Emmons, and Al Armistead.

Absent: Committee Member Kirtland Speaks

City Staff Members Present: Director of Planning, LaShondra Stringfellow; Director of Public Works, Tom Johnson; City Engineer, Robert Woodbury; Building Official, Gail Lux; Director of Finance, Tia Pettis; Director of Neighborhood Services, Stacey Graves; Senior Planner, Maria Peña; Planner, Katherine Linares; and Planning Secretary, Debra Kalsnes

I. Call the meeting to order.

Chairperson Patton called the meeting to order at 4:01 p.m., declaring it an open meeting with the meeting notice duly posted.

II. Approve the minutes of the February 4, 2021 meeting.

A motion was made by Vice-Chairperson Emmons to approve the minutes of the February 4, 2021 meeting, as presented. Committee Member Armistead seconded the motion. The vote was as follows:

Ayes: 3 – Chairperson Patton, Vice-Chairperson Emmons, Committee Member Armistead

Nays: 0

Abstain: 0

Chairperson Patton declared the motion carried.

III. Public Comments

There were no public comments.

IV. Regular Agenda

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

Public Works Director, Tom Johnson, indicated that there were no active capital projects utilizing impact fees.

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

Director Johnson indicated that there is always a potential for future projects; but, right now they are watching the infrastructure package going through Congress.

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

Finance Director, Tia Pettis, 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. Vice-Chairperson Emmons seconded the motion. The vote was as follows:

Ayes: 3 – Chairperson Patton, Vice-Chairperson Emmons, Committee Member Armistead

Nays: 0

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 were no written or verbal complaints.

V. Staff Reports

1. Other capital projects. (Public Works)

Director Johnson updated the Committee on other capital projects not associated with impact fees.

2. Future Impact Fee Study and Water/Sewer Master Plans. (Public Works and Planning)

Director Johnson and Director Stringfellow updated the Committee

3. Proposed and ongoing development. (Planning)

Director Stringfellow updated the Committee on future development.

4. Complete Streets Downtown Plan. (Planning)

Senior Planner, Maria Peña, updated the Committee on the Complete Streets Downtown Plan.

5. Comprehensive Plan. (Planning)

Director Stringfellow updated the Committee on the Comprehensive Plan.

VI. Adjourn

There being no further business the meeting adjourned at 4:44 p.m.



Greg Patton
Chairperson



Debra Kalsnes
Planning Secretary