
**MINUTES
CAPITAL IMPACT ADVISORY COMMITTEE
MEETING OF FEBRUARY 17, 2022**

The Capital Impact Fee Advisory Committee of the City of Cedar Hill, Texas met on Thursday, February 17, 2022, at 4:00 p.m. in Conference Room D at the Cedar Hill Government Center, 285 Uptown Blvd., Bldg. 100, Cedar Hill, Texas 75104.

Present: Committee Members 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; Senior Planner, Maria Peña; Planner, Katherine Linares; and Planning Secretary, Debra Kalsnes

Present was Jesus Gomez Chairez, a student at University of North Texas, who is working on a project regarding the City of Cedar Hill.

1. Call the meeting to order.

Chairperson Patton called the meeting to order at 4:00 p.m., declaring it an open meeting with the meeting notice duly posted.

2. Approve the minutes of the August 9, 2021 meeting.

A motion was made by Vice-Chairperson Emmons to approve the minutes of the August 9, 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.

3. Public Comments

There were no public comments.

4. Regular Agenda

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

Public Works Director, Tom Johnson, indicated that there are no projects at this time funded by impact fees.

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

Public Works Director, Tom Johnson, indicated that with the Comprehensive Plan nearing completion, it is the city's intention to update the sewer and wastewater master plan and update the impact fee study. Director Johnson stated that a consultant would be utilized.

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

Finance Director, Tia Pettis, reviewed the financial report with the Committee.

- d. 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.

- e. 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.

5. Staff Reports

- a. Other capital projects. (Public Works)

Director Johnson updated the Committee on the capital projects.

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

Director Johnson and Director Stringfellow updated the Committee.

- c. Proposed and ongoing development. (Planning)

Directors Stringfellow and Johnson updated the Committee on future development.

6. Adjourn

There being no further business a motion to adjourn was made by Committee Member Armistead and seconded by Vice-Chairperson Emmons. The meeting adjourned at 4:45 p.m.



Greg Patton
Chairperson



Debra Kalsnes
Planning Secretary

