
**MINUTES
CAPITAL IMPACT ADVISORY COMMITTEE
MEETING OF SEPTEMBER 26, 2024**

The Capital Impact Fee Advisory Committee of the City of Cedar Hill, Texas conducted a meeting on Thursday, September 26, 2024, at 12:00 p.m. in Conference Room D of the Cedar Hill Government Center, 285 Uptown Blvd., Bldg. 100, Cedar Hill, Texas, 75104.

Board Members Present: Chairperson, Scott Emmons; Committee Members Greg Patton, Kirtland Speaks, Moises Ruiz, and Jeanetta Dagley

Absent: Vice-Chairperson, Rod Tyler

City Staff Members Present: Assistant City Manager, Chasidy Benson; Interim Development Services Director, Stacey Graves; Finance Director, Chuck Fox; Assistant Planning Director, Maria Peña; City Engineer, Robert Woodbury; Engineer in Training, Brittainie Cason; Building Official, Gail Lux; Senior Planner, Josue De La Vega; and Planning Executive Assistant, Debra Kalsnes

1. Call the meeting to order.

Chairperson Emmons called the meeting to order at 12:05 p.m., declaring it an open meeting with the meeting notice duly posted. He also introduced the newest Committee Member, Janetta Dagley, and welcomed her to the board.

2. Approve the minutes of the February 22, 2024, regular meeting and May 15, 2024, special meeting.

A motion was made by Committee Member Patton to approve the minutes of the regular meeting on February 22, 2024, and the special meeting on May 15, 2024, as presented. Committee Member Ruiz seconded the motion. The vote was as follows:

Ayes: 5 – Chairperson Emmons and Committee Members Patton, Speaks, Ruiz and Dagley

Nays: 0

Abstain: 0

Chairperson Emmons 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)

City Engineer Woodbury indicated that there were no active capital projects utilizing impact fees. The most recent completed project was the Highway 67/Lake Ridge exchange with re-configuration of the water lines.

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

City Engineer Woodbury stated there were no projects slated to use impact fees at this time.

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

Finance Director Fox reviewed the financial report with the Committee. He stated that there was an error on page 3 of the report which would be revised for City Council's approval. He answered the questions posed by the Committee.

- d.** Consider approving the Semiannual Report.

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

Ayes: 5 – Chairperson Emmons and Committee Members Patton, Speaks, Ruiz and Dagley

Nays: 0

Abstain: 0

Chairperson Emmons declared the motion carried.

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

Building Official Lux indicated there were no written or verbal complaints.

5. Staff Reports

- a.** Updates on other capital projects. (Public Works)

City Engineer Woodbury confirmed with the members of receipt of the monthly reports sent to the committee and updated the Committee on other capital projects not associated with impact fees. He answered the Committee's questions regarding the capital projects. Assistant Planning Director Peña updated the Committee on the progress of Downtown Complete Streets and Assistant City Manager Benson updated the Committee on the Phillips Lumber property and on the Hillside Village property.

- b.** Update on the adopted Impact Fee Ordinance and Water/Sewer Master Plans. (Public Works, Planning)

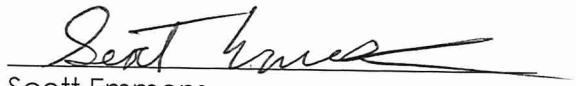
Assistant City Manager Benson and Building Official Lux updated the Committee on the newly adopted Impact Fee Ordinance and Water/Sewer Master Plan. They reviewed the new impact fees per zone.

c. Update on proposed and ongoing development. (Planning)

Assistant City Manager Benson and Assistant Planning Director Peña updated the Committee on current and future private development.

6. Adjourn

There being no further business, a motion to adjourn was made by Committee Member Ruiz and seconded by Committee Member Speaks. The meeting adjourned at 12:48 p.m.


Scott Emmons
Chairperson


Debra Kalsnes
Planning Executive Assistant

