
**MINUTES
CAPITAL IMPACT FEE ADVISORY COMMITTEE
MEETING OF FEBRUARY 4, 2021**

The Capital Impact Fee Advisory Committee of the City of Cedar Hill, Texas conducted a meeting by telephone conference on Thursday, February 4, 2021, at 4:00 p.m.

Committee Members Present: Chairperson Greg Patton, Vice-Chairperson Scott Emmons and Committee Member Dr. Kirtland Speaks

Absent: Al Armistead

City Staff Members Present: Public Works Director, Tom Johnson; City Engineer, Robert Woodbury; Assistant Finance Director, Latifia Coleman; Building Official, Gail Lux; Planning Director, Lashondra Stringfellow; Senior Planner, Maria Peña; Planning Secretary, Debbie Kalsnes

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 6, 2020 meeting.

A motion was made by Committee Member Speaks and seconded by Vice-Chairperson Emmons to approve the minutes of the August 6, 2020, meeting. The vote was as follows:

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

Nays: None

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)

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

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

Director of Public Works, Tom Johnson, indicated that they were looking at utilizing some impact fees for N. Joe Wilson Rd. improvements, Phase II.

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

Assistant Finance Director, Latifia Coleman, reviewed the financial report with the Committee.

4. Consider approving the Semiannual Report.

A motion was made by Committee Member Speaks to approve the report, as presented. Vice-Chairperson Emmons seconded the motion. The vote was as follows:

Ayes: 3 – Chairperson Patton, Vice-Chairperson Emmons, and Committee Speaks

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 were no formal or informal complaints submitted.

V. Staff Reports

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

Director of Public Works, Tom Johnson, updated the Committee on other capital projects not associated with impact fees.

2. Complete Streets Downtown Plan (Planning)

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

3. Comprehensive Plan (Planning)

Planning Director, Lashondra Stringfellow, updated the Committee on the Comprehensive Plan.

VI. Adjourn

Chairperson being no further business the meeting adjourned at 4:27 p.m.



Greg Patton
Chairperson



Debra Kalsnes
Planning Secretary

