MINUTES OF THE REGULAR MEETING OF THE
CAPITAL IMPROVEMENT ADVISORY COMMITTEE
OF THE CITY OF NORTH RICHLAND HILLS, TEXAS
JULY 21, 2016
6:30 PM

1. CALL TO ORDER

The Capital Improvement Advisory Committee of the City of North Richland Hills, Texas met on the 21st day of July 2016 at 6:30 p.m. in the City Council Workroom prior to the Planning and Zoning Work Session at 6:45 pm.

Present:	Randall Shiflet	Place 4, Chairman
	Bill Schopper	Place 6, Vice Chairman
	Mark Haynes	Place 1
	Don Bowen	Place 3, Secretary
	Steven Cooper	Place 7
	Jerry Tyner	Ex-Officio
Absent:	Mike Benton	Place 2
	Kathy Luppy	Place 5
Staff Members:	Clayton Comstock	Planning Manager
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	Caroline Waggoner	City Engineer
	Justin Naylor	Civil Engineer
	Marrk Callier	Management Assistant

The meeting was called to order by Chairman Randall Shiflet at 6:31 p.m.

2. GENERAL ITEMS

2.A Consideration and/or action regarding the progress of the Impact Fee Program's Capital Improvements Plan

<u>**ACCEPTED**</u>

Chairman Randall Shiflet called for City Engineer Caroline Waggoner to present an update to the Impact Fee Program's Capital Improvements Plan.

Ms. Waggoner presented an update to the Impact Fee Program's Capital Improvements Plan.

Mr. Shiflet asked Ms. Waggoner if a sewer line south of the Walker Branch sewer system will need to be widened before the Walker Branch sewer line along Smithfield

Road in the Transit Oriented Development area. Ms. Waggoner stated both projects are being designed together. Chairman Shiflet then asked if the projects tie into phase two. Ms. Waggoner stated yes.

Ms. Waggoner asked Keith Reed if there was any other input he may have. Mr. Reed stated the Impact Fee was being completed by Freese and Nichols and would be completed in the fall.

With regards to the report, Chairman Shiflet asked if the report would need to be accepted or approved by the committee. Ms. Waggoner stated accepting the report would be fine. Mr. Reed stated the report would need to be accepted or denied and to have a report provided to City Council.

A MOTION WAS MADE BY COMMISSIONER COOPER, SECONDED BY COMMISSIONER HAYNES TO ACCEPT THE CAPITAL IMPROVEMENT ADVISORY COMMITTEE REPORT. MOTION TO APPROVE CARRIED 5-0.

2.B   Approve minutes of the October 15, 2015 Capital Improvement Advisory Committee.

A MOTION WAS MADE BY COMMISSIONER BOWEN, SECONDED BY COMMISSIONER HAYNES TO APPROVE THE MINUTES OF THE OCTOBER 15, 2015 CAPITAL IMPROVEMENT ADVISORY COMMITTEE. MOTION TO APPROVE CARRIED 5-0.

<u>**APPROVED**</u>

5. ADJOURNMENT

STEVEN COOPER MOVED TO ADJOURN THE MEETING. BILL SCHOPPER SECONDED THE MOTION. MOTION TO ADJOURN CARRIED 5-0.

There being no other business, the meeting was adjourned at 6:21 p.m.

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Randall Shiflet, Chairman

Attest:

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Don Bowen, Secretary