

**MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE OF THE
CITY OF NORTH RICHLAND HILLS, TEXAS
HELD IN THE CITY HALL, 4301 CITY POINT DRIVE
JANUARY 17, 2019**

REGULAR MEETING: 6:00 PM

A. CALL TO ORDER

The Capital Improvements Advisory Committee of the City of North Richland Hills, Texas, met on the 17th day of January 2019 at 6:00 p.m. in the City Council Workroom and prior to the 6:30 p.m. regular Planning and Zoning Commission work session.

Present:	Justin Welborn	Place 1, Chair
	Jerry Tyner	Place 2, Vice Chair
	Kathy Luppy	Place 5, Secretary
	Don Bowen	Place 3
	Sarah Olvey	Place 4
	Mason Orr	Place 6
	Wendy Werner	Place 7
Absent:	Kelvin Deupree	Ex-Officio
Staff:	Clayton Comstock	Planning Director
	Clayton Husband	Principal Planner
	Chad VanSteenberg	Planner
	John Chapman	Planning Technician
	Caroline Waggoner	Public Works Director

Chair Welborn called the meeting to order at 6:00 p.m.

B. GENERAL ITEMS

B.1 APPROVE MINUTES OF THE NOVEMBER 1, 2018, CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING.

APPROVED

A MOTION WAS MADE BY VICE CHAIR TYNER, SECONDED BY COMMITTEE MEMBER LUPPY, TO APPROVE THE MINUTES OF THE NOVEMBER 1, 2018, CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING.

MOTION TO APPROVE CARRIED 7-0.

B.2 CONSIDERATION AND/OR ACTION REGARDING A MINOR REVISION TO THE IMPACT FEE STUDY AND IMPACT FEE SCHEDULE.

Chair Welborn called for Public Works Director Caroline Waggoner to present the item. Ms. Waggoner explained the proposed revision to the impact fee study and schedule regarding the service unit equivalent for four-inch water meters.

Chair Welborn and Ms. Waggoner discussed the typical users of four-inch water meters.

Vice Chair Tyner and Ms. Waggoner discussed that revision was being made due to a typographical error.

A MOTION WAS MADE BY VICE CHAIR TYNER TO AUTHORIZE THE CHAIRPERSON TO REPORT TO THE CITY COUNCIL THAT THERE ARE NOT ANY PERCEIVED INEQUITIES IN IMPLEMENTING THE PLAN OR IMPOSING THE REVISED IMPACT FEE SCHEDULE, SECONDED BY COMMITTEE MEMBER ORR.

MOTION TO APPROVE CARRIED 7-0.

C. ADJOURNMENT

Chair Welborn adjourned the Capital Improvements Advisory Committee meeting at 6:07 p.m.

Justin Welborn, Chair

Attest:

Kathy Luppy, Secretary