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. <u>APPROVED</u>

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.

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	_