

**Capital Improvements Program Advisory Committee (CIPAC)
November 30, 2023**

DRAFT MINUTES

Members present:

Alexa Boedeker (Chair)
Michael Humphries (Vice-Chair)
James Wood
Justin French
Melanie McAnally
Martin Scott

Members absent:

Jared Wesley
Mike Perdue
Trent Baker

Staff

Erick Thompson, Director of Public Works & Engineering
Michelle McCullough, Assistant Director of Public Works/City Engineer
Currie Reardon, Recording Secretary

1. Call to Order: 5:35 p.m.

2. Consent Agenda

A. Approval of Minutes (*Staff Contact: Erick Thompson, Director of Public Works & Engineering*)

Motion made by Justin French and seconded by Michael Humphries to approve minutes from the June 22, 2023 Capital Improvements Advisory Committee meeting.

Motion passed 6-0.

3. Citizen Appearances

None

4. Reports and Discussion Items:

A. Consider approval and filing of the semi-annual impact fee report for the period April 1, 2023 – September 30, 2023. (*Staff Presenter: Michelle McCullough, Assistant Director/City Engineer - Public Works & Engineering*)

Staff presented the semi-annual impact fee report for the period April 1, 2023 – September 30, 2023. Discussion included:

- Executive Summary
- Recommended Roadway Impact Fee Rates
- Impact Fee Revenue Summary
- Water and Wastewater Capital Improvement Projects
- Proposed Future Water and Wastewater Capital Improvement Projects
- Roadway Capital Improvement Projects
- Proposed Future Roadway Capital Improvement Projects

Motion made by Chairwoman Alexa Boedeker and seconded by James Wood to approve and file the semi-annual impact fee report for the period April 1, 2023 – September 30, 2023.

Motion passed 6-0.

5. Community Announcements

None

6. Board Requests for Future Agenda Items or Reports

None

7. Adjourn

There being no further business, Chairwoman Boedeker moved and Vice Chairman Michael Humphries seconded a motion to adjourn the meeting.

Time: 6:09 p.m.

Errick Thompson
Deputy Director of Public Works