



CITY OF FAIR OAKS RANCH

CAPITAL IMPROVEMENTS ADVISORY COMMITTEE (CIAC) MEETING

Thursday, March 20, 2025 at 9:00 AM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

MINUTES

OPEN MEETING

1. Roll Call - Declaration of a Quorum.

CIAC Present: Chairman Paul Mebane and Committee Members: Harold Prasatik, Gary Miller, Marcus Garcia, and Jamin Kazarian

CIAC Absent: Vice Chair Chris Weigand Committee Members: Joe DeCola, Dana Green, and Ben Koerner

Council Liaison, Emily Stroup, was also present at this meeting. With a quorum present, the meeting was called to order at 9:02 AM

CITIZENS and GUEST FORUM

2. Citizens to be heard – None.

CONSENT AGENDA

3. Approval of the September 5, 2024 Regular Capital Improvements Advisory Committee meeting minutes

MOTION: Made by Committee Member Gary Miller, seconded by Chairman Paul Mebane, to approve the Consent Agenda.

VOTE: 5-0; Motion Passed.

PRESENTATIONS

4. Introduction of new CIAC members

Chairman Paul Mebane introduced new members, Harold Prasatik and Gary Miller, to the Committee.

REVIEW OF COMMITTEE ACTIONS ITEMS

5. Semiannual Report from September 2024

Chairman Paul Mebane reviewed the semiannual report he provided to City Council on October 3, 2024.

REVIEW OF CAPITAL IMPROVEMENT PROJECTS**6. Willow Wind / Red Bud Hill / Rolling Acres Trail Waterline Replacement (Not an Impact Fee Project)**

Project Manager Kelsey Delgado provided a brief update on the Willow Wind / Red Bud Hill / Rolling Acres Trail Waterline Replacement project and answered questions of the Committee.

7. Old Fredericksburg Road Waterline Replacement (Not an Impact Fee Project)

Project Manager Kelsey Delgado informed the Committee that this project has been moved up to coincide with construction by Bexar County to avoid having to tear up the newly constructed road in the future.

8. SAWS Emergency Interconnection (Not an Impact Fee Project)

Assistant Director of Public Works Steve Fried shared that this project design is scheduled to take place in this fiscal year, while construction is expected in 2026.

9. Plant 3 Electrical Upgrades (Not an Impact Fee Project)

Assistant Director of Public Works Steve Fried provided a brief overview of the electrical upgrades to Plant 3.

10. Tank Maintenance Program (Not an Impact Fee Project)

Assistant Director of Public Works Steve Fried provided details to the Committee on how the tank maintenance program will be implemented and what types of maintenance would be performed.

UPDATE ON IMPACT FEE CAPITAL PROJECTS**11. Impact Fee Capital Improvement Project Summary:**

- Water CIP with Map

- Wastewater CIP with Map

Grant Watanabe, P.E., Director of Public Works & Engineering Services, gave a brief overview of Impact Fee Capital Improvement Projects.

12. Elevated Storage Tank / Pressure Reducing Valves

Grant Watanabe, P.E., Director of Public Works & Engineering Services, provided a status update on the Elevated Storage Tank / Pressure Reducing Valves.

13. Cojak Circle Manhole and Sewer Upgrades

Grant Watanabe, P.E., Director of Public Works & Engineering Services, provided an update on the Cojak Circle Manhole and Sewer Upgrades.

14. Wastewater Treatment Plant (WWTP) Phase 1 Expansion

Project Manager Kelsey Delgado provided an update to the Committee on the Wastewater Treatment Plant Phase 1 Expansion.

15. Water Plant 5 Ground Storage Tank

Steve Fried, Assistant Director of Public Works, provided an update on the Water Plant 5 Ground Storage Tank project.

REVIEW OF AND LAND USE ASSUMPTIONS**16. Land Use Assumptions (LUA) Update**

- LUA Summary - From August 1, 2024 through January 31, 2025
- Water and Wastewater Trend Charts (actual vs. projected growth)
- Demonstration of LUA Interactive Map

Public Works Administrative Support Specialist Amanda Wade reviewed the land use assumptions for the Committee.

Vice Chair Chris Weigand arrived at 9:57 AM.

WORKSHOP**17. Water and Wastewater Impact Fee Update**

Dave Christiansen from consultants, Freese and Nichols, Inc., led a workshop with the committee to discuss possible updates to the City's Water and Wastewater Impact Fees. He reviewed what impact fees are and how they're calculated. He expects to have a report to the Committee in April for the committee to consider.

REPORTS FROM STAFF**18. Roadway Impact Fees**

Director of Public Works and Engineering Services Grant Watanabe reported to the Committee on Roadway Impact Fees.

CONSIDERATION / DISCUSSION ITEMS**19. Recommendations to City Council for Semi-Annual Report**

Chairperson Paul Mebane postponed this item to the next meeting so that the Committee could include impact fee recommendations.

20. Consideration and possible action to schedule future regular and special CIAC semiannual meetings

MOTION: Made by Committee Member Gary Miller, seconded by Chairman Paul Mebane, that the Fair Oaks Ranch Capital Improvements Advisory Committee schedule regular recurring semiannual meetings at 9:00 AM on the third Tuesday in March and September of each year.

VOTE: 6-0; Motion Passed.

MOTION: Made by Committee Member Jamin Kazarian, seconded by Committee Member Gary Miller, to schedule a special meeting of the Fair Oaks Ranch Capital Improvements Advisory Committee for 9:00 AM on April 8, 2025.

VOTE: 6-0; Motion Passed.

FUTURE MEETINGS

21. The next regular CIAC Semi-Annual Meeting will take place on September 16, 2025.

ADJOURNMENT

Chairman, Paul Mebane, adjourned the meeting at 11:13 AM.

ATTEST:

Paul Mebane, Chairman

Amanda Valdez, TRMC
Deputy City Secretary