



**CITY OF FAIR OAKS RANCH  
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE (CIAC)  
MEETING**

Wednesday, September 1, 2022 at 9:00 AM

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

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**MINUTES**

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**OPEN MEETING**

1. Roll Call - Declaration of a Quorum.

CIAC Present: Chairman Paul Mebane and Vice Chairman Chris Weigand, and Committee Members: John Guidry, Seth Mitchell, Dana Green, Marcus Garcia, and Ben Koerner

CIAC Absent: Committee Members: Joe DeCola, Marcus Garcia and Arthur Waterman

Council Liaison, Emily Stroup, was also present at this meeting.

With a quorum present, the meeting was called to order at 9:00 AM.

**CITIZENS and GUEST FORUM**

2. No citizens signed up to be heard.

**CONSENT AGENDA**

3. **Approval of the March 9, 2022 Regular Capital Improvements Advisory Committee meeting minutes.**

MOTION: Made by Committee Member Seth Mitchell, seconded by Vice Chairman Chris Weigand, to approve the Consent Agenda.

VOTE: 6-0; Motion Passed.

*Committee Member Marcus Garcia arrived at 9:02 AM*

*Committee Member Joe DeCola arrived at 9:03 AM*

**REVIEW OF COMMITTEE ACTION ITEMS**

4. **Semiannual Report from March 2022.**

Chairman, Paul Mebane, reviewed the report that he provided to the City Council at their April 7, 2022 meeting.

**UPDATE ON CAPITAL IMPROVEMENT PROJECTS****5. Wastewater Treatment Plant Solids Handling Improvements. (Not an Impact Fee Project)**

Grant Watanabe, P.E., Director of Public Works & Engineering Services, informed the committee that construction is expected to begin in the Fall and will be a lengthy project. Equipment is expected to arrive in the Spring.

**UPDATE ON IMPACT FEE CAPITAL PROJECTS****6. Capital Improvement Projects Summary:**

- **Water CIP with Map**
- **Wastewater CIP with Map**

Grant Watanabe, P.E., Director of Public Works & Engineering Services, presented to the Committee summaries of Water and Wastewater Capital Improvement Projects and explained expenses.

**7. Elevated Storage Tank / Pressure Reducing Valves.**

Katherine Schweitzer, P.E., Manager of Engineering Services, gave a brief update on the proposed Elevated Storage Tank and Pressure Reducing Valves. This project is still in the design phase and pending a final site.

**8. Hydropneumatic Tank.**

Julio Colunga, Assistant Director of Public Works, provided an update on the 9000 gallon Hydropneumatic Tank for Plant #2. The work is mostly complete and the contractor is working on the final punch list. A ribbon cutting ceremony is expected in the near future.

**9. Wastewater Treatment Plant Study.**

Grant Watanabe, P.E., Director of Public Works & Engineering Services, gave an update on the Wastewater Treatment Plant Study. Grant informed that the first of two presentations by Garver regarding the study would take place at the September 15, 2022 City Council meeting.

**REVIEW OF AND LAND USE ASSUMPTIONS****10. Review of Land Use Assumptions (LUA) Update.**

- **LUA Summary - As of July 31, 2022**
- **10 Year Projection / 2020-2030 Water and Wastewater Improvements Charts**

Sandra Gorski, Public Works Administrative Assistant, provided an update to the Committee regarding Land Use Assumptions and answered questions.

**CONSIDERATION / DISCUSSION ITEMS****11. Consideration and possible action recommending amendments to the City of Fair Oaks Ranch Capital Improvements Advisory Committee Rules of Procedure.**

The suggestion was made to change the role assigned to “Public Works Administrative Assistant” to “Public Works Director and/or their designee”.

**MOTION:** Made by Committee Member Seth Mitchell, seconded by Committee Member Marcus Garcia, to recommend approval of the Capital Improvements Advisory Committee Rules of Procedure as amended.

**VOTE:** 8-0; Motion Passed.

**12. Recommendations to City Council for Semi-Annual Report.**

The Committee agreed to include the following items on the Semiannual Report to Council:

- There has been no significant change in the Capital Improvement Plan or the Land Use Assumptions, and therefore there is no need for any change in the current Impact Fees.
- With the completion of the Wastewater Treatment Plant Study and approval of a way forward, there may be changes needed to the future wastewater infrastructure requirements in the current Master Plan. The Wastewater Master Plan update could occur during the FY2023-24 budget year, as well as relooking at the Water Master Plan at the same time.
- It was noted that costs are rising, and home building is slowing down, but the extent and duration is not known. This should be considered in the next Master Plan and Land Use Assumptions update.

**FUTURE MEETINGS**

Chairman, Paul Mebane, reminded all that the next meeting would take place at 9:00 AM on March 2, 2023.

**ADJOURNMENT**

Chairman, Paul Mebane, adjourned the meeting at 10:15 AM.

ATTEST:

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Paul Mebane, Chairman

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Amanda Valdez, TRMC  
Deputy City Secretary