



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

Thursday, March 21, 2024 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 Vice Chair Chris Weigand, and Committee Members: Marcus Garcia, John Guidry, Seth Mitchell, and Jamin Kazarian

CIAC Absent: 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 9:00 AM.

CITIZENS and GUEST FORUM

2. Citizens to be heard – None.

CONSENT AGENDA

3. Approval of the September 7, 2023 Regular Capital Improvements Advisory Committee meeting minutes.

MOTION: Made by Committee Vice Chair Chris Weigand, seconded by Member John Guidry, to approve the Consent Agenda.

VOTE: 6-0; Motion Passed.

PRESENTATIONS

4. CIAC History and Overview.

Paul Mebane, Committee Chairman, provided an overview of the committee's charge.

REVIEW OF COMMITTEE ACTIONS ITEMS

5. Semiannual Report from September 2023.

Paul Mebane, Chairman, went over the semiannual report submitted to City Council on October 5, 2023.

REVIEW OF CAPITAL IMPROVEMENT PROJECTS

6. Wastewater Treatment Plant Solids Handling Improvements.

Grant Watanabe, P.E., Director of Public Works & Engineering Services, informed the committee that this project has been completed and is now in operation. He went on to explain that the City has had no need to haul sludge since June of 2023 as a result of these improvements.

7. Willow Wind / Red Bud Hill / Rolling Acres Trail waterline replacement.

Grant Watanabe, P.E., Director of Public Works & Engineering Services, informed everyone that design should be wrapped up in the next month. The replacement is to address the high occurrence of breaks on this waterline.

UPDATE ON IMPACT FEE CAPITAL PROJECTS

8. 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 the projects and answered questions of the committee members.

9. Water Plant 5 Ground Storage Tank.

Grant Watanabe, P.E., Director of Public Works & Engineering Services, explained that the current 125,000-gallon tank is too small. The replacement tank has a 500,000-gallon capacity.

10. Elevated Storage Tank / Pressure Reducing Valves.

Grant Watanabe, P.E., Director of Public Works & Engineering Services, updated the committee to let them know that the City is in conversations with the City of Boerne to acquire land for the elevated storage tank.

11. Wastewater Treatment Plant (WWTP) Phase 1 Expansion.

Grant Watanabe, P.E., Director of Public Works & Engineering Services, updated the committee on the ongoing expansion.

REVIEW OF AND LAND USE ASSUMPTIONS

12. Land Use Assumptions (LUA) Update.

- LUA Summary - From August 1, 2023 through January 31, 2024
- Water and Wastewater Trend Charts (actual vs. projected growth)
- Demonstration of LUA Interactive Map

Amanda Wade, Public Works Administrative Assistant, explained that over the past 6 months staff has been working to replace LUA charts with an map that provided more details. Amanda demonstrated the webpage and its functions to the committee. Committee members thanked and commended staff on their hard work to create this tool.

CONSIDERATION / DISCUSSION ITEMS**13. Recommendations to City Council for Semi-Annual Report.**

The committee provided the following items to Chairman, Paul Mebane, for inclusion in his semiannual report to City Council:

- Impact Fees and the need to update them based on rising costs
- Encourage funding from City Council to engage an Impact Fee Study this fiscal year so that action may be taken in early 2025.

14. Discussion regarding the next Impact Fee Study and Update.

Grant Watanabe, P.E., Director of Public Works and Engineering Services, explained that a study would require additional meetings of the committee. The Chairman will call special meetings as necessary.

15. Bond Advisory Committee Update.

Seth Mitchell, Bond Advisory Committee Chairman, announced that the following meetings have been scheduled to complete the charge of the committee:

- April 3, 2024 at 6:00 PM
- April 17, 2024 at 9:00 AM
- May 8, 2024 at 6:00 PM

FUTURE MEETINGS**16. CIAC Semi-Annual Meeting September 5, 2024 at 9:00 AM.**

Chairman Mebane reminded all that the next regular meeting of the CIAC is scheduled to take place on September 5, 2024 at 9:00 AM.

ADJOURNMENT

Chairman Mebane adjourned the meeting at 10:16 AM.

ATTEST:

Paul Mebane, Chairman

Amanda Valdez, TRMC
Deputy City Secretary