



City of Leon Valley
CAPITAL IMPROVEMENT ADVISORY
COMMITTEE MEETING MINUTES
6:00 PM – APRIL 23, 2024
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238

1. CALL TO ORDER

Chair Mary Ruth Fernandez called the Capital Improvement Advisory Committee meeting to order at 6:05PM.

PRESENT

Member	Andrea Roofe	
Member	Pat Martinez	
Member	Cassie Rowse	
Member	David Perry	
Chair	Mary Ruth Fernandez	
Member	Richard Blackmore	Tardy – 6:09PM
Member	Erick Matta	Tardy – 6:24PM
Member	Cynthia Koger	Tardy – 6:26PM

ABSENT

Member	Hilda Gomez	Unexcused
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Also in attendance were Public Works Director Melinda Moritz, City Council Member Benny Martinez, and Permit Technician Elizabeth Aguilar.

2. APPROVAL OF CAPITAL IMPROVEMENT ADVISORY COMMITTEE MINUTES

1. Capital Improvement Advisory Committee - Regular Meeting - October 24, 2023

Member Andrea Roofe made a motion to approve the minutes as presented, which was seconded by Member David Perry. The motion carried unanimously.

3. NEW BUSINESS

1. Presentation, and Discussion to Consider a Recommendation to City Council for Updated Impact Fees Proposal - M. Teague, Director of Planning and Zoning

Public Works Director Melinda Moritz introduced James Hoelscher from Ardurra who presented the information, and a brief discussion was held between the Members, James Helscher and Public Works Director Melinda Moritz regarding population estimates, conservative estimates, present day costs for water rights, age of water and sewer mains, sewer system impact fees, and what material the mains were constructed with in Leon Valley. Mr. Hoelscher noted that the only improvements needed for the Leon Valley system were an increase in water rights and the construction of a larger elevated water storage tank on Stebbins Street.

Chair Fernandez opened the public hearing at 6:35PM. Seeing that nobody wished to speak, Chair Fernandez closed the hearing at 6:36PM.

Member Roofe made a motion to approve the recommendation to City Council for the updated impact fees proposal, which was seconded by Member Perry.

Voting Yea: Chair Fernandez and Members Roofe, Martinez, Rowse, Perry, Gomez, and Matta.

Voting Nay: Member Blackmore.

4. ANNOUNCEMENTS BY MEMBERS AND CITY STAFF

Chair Fernandez announced that a Vice Chair will be appointed at the next meeting.

5. ADJOURNMENT

Chair Fernandez announced the meeting adjourned at 6:38PM.

These minutes were approved by the Capital Improvements Advisory Committee on the DAY of MONTH 2024.

APPROVED

MARY RUTH FERNANDEZ
CHAIR

ATTEST: _____

ELIZABETH AGUILAR
PERMIT TECHNICIAN