

**CITY OF EULESS  
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE  
MAY 17, 2016  
DRAFT MINUTES**

A called meeting of the Capital Improvements Advisory Committee was called to order at 7:39 p.m. on May 17, 2016 for consideration of scheduled items in Council Chambers in City Hall of the Municipal Complex. Those present included Chairman Richard McNeese, and Committee Members: Eric Owens, Kenny Olmstead, Ronald Dunckel, and Steve Ellis. Vice Chairman LuAnn Portugal and Commissioner David Brown were not present. Chairman Richard McNeese stated there was a quorum of members of the Capital Improvements Advisory Committee present.

**STAFF PRESENT:**

Mike Collins, Director of Planning and Economic Development  
Paul Smith, Fire Marshall  
Stephen Cook, Senior Planner  
Mollie Snapp, Administrative Secretary  
Michele Crooks, Development Secretary

**VISITORS:**

**ITEM 1.        CONSIDERED APPROVAL OF CIAC MINUTES**

Committee Member Dunckel made a motion to approve the minutes for the called meeting of February 16, 2016. Committee Member Olmstead seconded the motion. The vote was as follows:

Ayes:            Chairman McNeese, and Committee Members: Owens, Olmstead, Dunckel, and Ellis.

Nays:            None.

Abstention:    None.

Chairman McNeese declared the motion carried. (5-0-0)

**ITEM 2.        CASE NO. 16-02-CIAC – CONSIDERED RESOLUTION  
                  NO. 16-02-CIAC**

Senior Planner Cook gave a brief description of the case. The City Council appointed the Planning and Zoning Commission to serve as the Capital Improvements Advisory Committee (CIAC). Section 395.058 of the Local Government Code established this advisory committee to file semi-annual reports with respect to the progress of the capital improvements plan and report

to the City Council any perceived inequities in implementing the plan or imposing the impact fee.

Resolution No. 16-02-CIAC conveys the Semi-Annual report for the period of October 1, 2015 through March 31, 2016 (Exhibit A). During this period, impact fees totaling \$182,586.00 were allocated for the following: Water Tower Debt Payment (Project WT0101) for \$122,742.00; and Reclaimed Water Line Extension Debt Payment (Project WT1403) for \$59,844.00.

The amount of funds available in the Water Impact Fee Fund as of March 31, 2016 is \$1,496,653.00. A portion totaling \$1,444,064.00 is invested in interest bearing accounts with \$444,064 available immediately and the remainder available within 14 months. The amount of funds available in the Wastewater Impact Fee Fund as of March 31, 2016 is \$540,689.00. A portion totaling \$502,021 was invested in interest bearing accounts and was available immediately.

There were no questions or comments presented by the Committee.

Commissioner Olmstead made a motion to approve case no. 16-02-CIAC to approve Resolution No. 16-02-CIAC adopting the Capital Improvements Advisory Committee Semi-Annual Report for the period of October 1, 2015 through March 31, 2016. Committee Member Owens seconded the motion. The vote was as follows:

Ayes: Chairman McNeese, and Committee Members: Owens, Olmstead, Dunckel, and Ellis.

Nays: None.

Abstention: None.

Chairman McNeese declared the motion carried. (5-0-0)

### **ITEM 3. ADJOURN**

There being no further business, the meeting was adjourned at 7:42 p.m.

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Chairman Richard McNeese

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Date