



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

Thursday, September 07, 2023 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: John Guidry, Seth Mitchell, Dana Green, Marcus Garcia, and Ben Koerner

CIAC Absent: Committee Vice Chair Chris Weigand and Members: Joe DeCola 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. Citizens to be heard – None.

CONSENT AGENDA

3. Approval of the March 2, 2023 Regular Capital Improvements Advisory Committee meeting minutes.

MOTION: Made by Committee Member Seth Mitchell, seconded by Member John Guidry, to approve the Consent Agenda.

VOTE: 6-0; Motion Passed.

REVIEW OF COMMITTEE ACTIONS ITEMS

4. Semiannual Report from March 2023.

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

REVIEW OF CAPITAL IMPROVEMENT PROJECTS

5. Wastewater Treatment Plant Solids Handling Improvements.

Julio Colunga, Assistant Director of Public Works, informed the Committee that the project is now complete.

6. Willow Wind/Red Bud Hill/Rolling Acres Trail Waterline Replacement.

Julio Colunga, Assistant Director of Public Works, explained that replacement is happening due to repeated water line breaks. The design phase is at about 90% and moving along. The project is estimated to cost approximately \$1.4 million but he's hopeful that the City receives competitive bids.

UPDATE ON IMPACT FEE CAPITAL PROJECTS**7. Impact Fee Capital Improvement Project Summary:**

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

Grant Watanabe, P.E., Director of Public Works & Engineering Services, provided information on several projects and identified the project locations on the maps.

8. Water Plant 5 Ground Storage Tank

Julio Colunga, Assistant Director of Public Works, provided details about the project. The City is working with Maguire Iron to design and build a 500,000-gallon tank. The project is estimated to cost approximately \$1.3 million dollars for design construction. The project would replace the current 125,000-gallon on-site tank that experiences repeated problems. The larger tank will help to store more water in the event of an emergency or power outage.

9. Elevated Storage Tank / Pressure Reducing Valves

Grant Watanabe, P.E., Director of Public Works & Engineering Services, explained that staff has been exploring options with the City of Boerne, as owners of a 10-acre property north of the City. Staff is pursuing the possibility of purchasing a portion as a potential site.

10. Wastewater Treatment Plant (WWTP) Phase 1 Expansion

Grant Watanabe, P.E., Director of Public Works & Engineering Services, updated the Committee on the expansion. The improvements include upgrades of the Effluent Pump Station and Conveyance System, larger effluent piping, and Bottom of the Hill Lift Station improvements. Since the last Town Hall meeting of the City, the decision was made to also add odor control at the headworks. The project will be presented to Council for approval of the work authorization at their September 7, 2023 regular meeting. Mr. Watanabe expects that the project will go out for bid late in 2024.

REVIEW OF AND LAND USE ASSUMPTIONS**11. Land Use Assumptions (LUA) Update.**

- **LUA Summary - From February 1, 2023 through July 31, 2023**
- **Water and Wastewater Trend Charts (actual vs. projected growth)**

Amanda Wade, Public Works Administrative Assistant, provided an update to the Committee regarding Land Use Assumptions as of July 31, 2023.

CONSIDERATION / DISCUSSION ITEMS

Chairman Mebane, asked for the Committee to consider item 13 out of order.

13. Presentation of Five-Year Capital Improvement Plan and Types of Debt

Scott Huizenga, Interim City Manager, provided to the Committee a presentation on the City's proposed CIP budget and projects prioritized by the City Council. Mr. Huizenga discussed assumptions and methodology. As the Committee has expressed interest in the past to expand their role, the Committee is in favor of be appointed to an advisory committee.

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

The Committee provided Chairman Mebane to include the following items in the Semiannual Report to City Council:

- The CIAC Committee is willing to serve as an advisory committee to Council regarding the Capital Improvements Plan.
- The Committee recommends that the Water, Wastewater and Reuse Master Plan be updated so that the Committee may present new Impact Fee recommendations in early 2025.

FUTURE MEETINGS**14. CIAC Semi-Annual Meeting March 7, 2024 at 9:00 AM.**

Chairman, Paul Mebane, announced that the next regular meeting is scheduled for March 7, 2024 at 9:00 AM. After a brief discussion, the Committee rescheduled that meeting to March 21, 2024 by consensus.

ADJOURNMENT

Chairman Mebane adjourned the meeting at 10:27 AM.

ATTEST:



Amanda Valdez, TRMC
Deputy City Secretary



Paul Mebane, Chairman