

MINUTES

**CAPITAL IMPROVEMENT ADVISORY COMMITTEE MEETING
REGULAR MEETING
TUESDAY, SEPTEMBER 26, 2023
7423 HIGHWAY 6
HITCHCOCK, TEXAS
6:30 PM**

1. Meeting Called to Order.

The meeting was called to order by Chairperson Karen Williams at 6:30 pm.

2. Roll Call.

Members Present: Chairperson Karen Williams, Vice-Chair Matt VonDerHeide, David Wells, Bert Martin, Marsha Knapp, Anna Dellinger, and Ryan Massa.

Others Present: Arnold Cross, Jr., Community Development Director, Stacey Baker Community Development Specialist, Debbie Nesbitt, City Secretary, Marie Gelles, City Manager, Monio Mark II, Finance Director and Leroy Thomas, Public Works Director.

Members Absent: None

3. Citizens Comments.

Those desiring to comment will have three (3) minutes to do so and may be granted additional time if the Committee agrees. The Committee will take no action on public comment topics not already on the agenda.

None

4. Approval of August 3, 2023, minutes.

David Wells made the motion to approve the minutes from August 3, 2023. Seconded by Bert Martin. Motion carried unanimously.

5. Presentation, discussion, and appropriate action regarding the recommended Land Use Assumption Plan.

Grady Reed, with HDR Engineering presented the Land Use Assumption Plan and asked the committee to consider approving it.

David Wells made the motion to approve the Land Use Assumption Plan as presented. Seconded by Vice-Chair Matt VonDeHeide. Motion passed unanimously.

6. Presentation, discussion, and appropriate action regarding the recommended Impact Fee Capital Improvements Plan.

Grady Reed, with HDR Engineering presented the recommended Impact Fees Capital Improvement plan and asked the committee to consider approving it.

Bert Martin made the motion to approve the Impact Fees Capital Improvement plan as presented. Seconded by Marsha Knapp. Motion passed unanimously.

7. Discussion and appropriate action regarding the recommended maximum impact fees.

Grady Reed, with HDR Engineering presented the proposed Impact Fees, and asked the committee to consider approving the maximum fees allowed.

Ryan Massa made the motion to approve the recommended maximum impact fees. Seconded by Anna Dellinger. Motion passed unanimously.

8. Setting the next meeting date and time.

After discussion, the committee set the next meeting for Wednesday October 11, 2023, at 6:00 pm.

9. **Adjourn.**

Motion made by Matt VonDerHeide to adjourn. Seconded by Anna Dellinger. The meeting adjourned at 7:25 pm.


~~KAREN WILLIAMS, CHAIRPERSON~~ Matt VonDerHeide - Vice Chair

Attest: 
DEBBIE C. NESBITT, CITY SECRETARY