



STAFF REPORT

DATE: October 2, 2018
TO: Ronald L. Olson, City Manager
FROM: David A. Olson, Executive Director of Public Works
SUBJECT: Capital Improvements Advisory Committee (CIAC)

BACKGROUND AND FINDINGS:

In August 2017 the City of Killeen at the direction of the City Council began advertising for members of the Capital Improvements Advisory Committee (CIAC). This committee is required by Texas Local Government Code Chapter 395 for all municipalities that desire to impose an impact fee. By statute, the committee must have a minimum of five (5) members. Forty percent (40%) of the members must be members of the real estate, development, or building industry, and at least one member must reside in the extraterritorial jurisdiction (ETJ). The purpose of this committee will be to review and recommend land use assumptions, capital projects, and other items pertaining to the adoption and maintenance of impact fees for water, wastewater, and roadways. City council is required to create the committee, appoint members to the committee, and adopt rules and procedures for the committee.

THE ALTERNATIVES CONSIDERED:

- 1) Create no committee and do not proceed with impact fees.
- 2) Appoint the Planning & Zoning Commission as the CIAC.
- 3) Create a new committee, appoint members, and adopt rules and procedures for the CIAC.

Which alternative is recommended? Why?

City staff recommends that the City Council create the Capital Improvement Advisory Committee, appoint certain members to the committee as follows, and adopt the rules and procedures.

Place	Member
Place 1	Cyndi Rowe
Place 2	Michael Boyd
Place 3	Josh Welch
Place 4	Neal White
Place 5	Suiled Y Ponce Diaz
Place 6	Thomas Dorrah
Place 7	Johnny Frederick
Place 8	Kathy Harkin

Place 9	Tracy Hillman
Place 10	Joel Steine
Place 11	Reginald David Cole
Place 12	Scott Brooks
Place 13	Gary Purser, Jr.
Place 14	Placidio Rivera
Place 15	Elijah McMeen

CONFORMITY TO CITY POLICY:

This action conforms to City Policy as well as the TLGC Chapter 395.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

This item will have no fiscal impact in this year or future fiscal years.

Is this a one-time or recurring expenditure?

N/A

Is this expenditure budgeted?

N/A

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

N/A

RECOMMENDATION:

City staff recommends that the City Council create the Capital Improvement Advisory Committee, appoint certain members to the committee, and adopt the rules and procedures.

DEPARTMENTAL CLEARANCES:

Public Works
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Rules and Procedures