



**NOTICE OF REGULAR MEETING AGENDA
CAPITAL IMPROVEMENT ADVISORY COMMITTEE
MUNICIPAL CENTER CITY CONFERENCE ROOM
211 N. HENRY STREET, LANCASTER, TEXAS**



Wednesday, June 2, 2021 - 7:00 p.m.

The Chair and other Board Members will attend via video or audio link due to the COVID-19 emergency situation.

IMPORTANT NOTICE: Due to the COVID-19 (coronavirus) state of emergency and consistent with the Governor's Order regarding modifications to the Texas Open Meetings Act ("TOMA"), the public will not be admitted to the physical meeting location.

Please click the link below for forms:

<http://www.lancaster-tx.com/1413/Notice-Regarding-Public-Participation>

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87680140178?pwd=VINaVjhDZ2ExRlRucWFKQ3NWcE4ydz09>

The meeting will be broadcast live via video at the following address:

<http://www.lancaster-tx.com/324/Watch-Meetings>

7:00 p.m. Regular Meeting

CALL TO ORDER

PUBLIC TESTIMONY:

At this time citizens who have pre-registered before the call to order will be allowed to speak on consent or action items on the agenda, with the exception of public hearings, for a length of time not to exceed three minutes. Anyone desiring to speak on an item scheduled for a public hearing is requested to hold their comments until the public hearing on that item.

CONSENT AGENDA:

Items listed under the consent agenda are considered routine and are generally enacted in one motion. The exception to this rule is that a Commission Member may request one or more items to be removed from the consent agenda for separate discussion and action.

1. Consider approval of minutes from the Joint Special Meeting on April 29, 2021.

ACTION:

2. Discuss and consider a recommendation to the Lancaster City Council on the water, wastewater, and roadway capital improvement plan and development impact fee update for water, wastewater, and roadways.
3. Discuss and consider the election of a Chair to the Capital Improvement Advisory Committee.

4. Discuss and consider the election of a Vice-Chair to the Capital Improvement Advisory Committee.

ADJOURNMENT

EXECUTIVE SESSION: The Boards and Commissions reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the Texas Government Code to seek legal advice concerning such subject.

ACCESSIBILITY STATEMENT: Meetings of the Boards and Commissions are held in municipal facilities that are wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

CONFORME A LA SECCION 30.06 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO 411, CODIGO DEL GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO OCULTADA.

PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

CONFORME A LA SECCION 30.07 DEL CODIGO PENAL (TRASPASAR PORTANDO ARMAS DE FUEGO AL AIRE LIBRE CON LICENCIA) PERSONAS CON LICENCIA BAJO DEL SUB-CAPITULO H, CAPITULO 411, CODIGO DE GOBIERNO (LEY DE PORTAR ARMAS), NO DEBEN ENTRAR A ESTA PROPIEDAD PORTANDO UN ARMA DE FUEGO AL AIRE LIBRE.

Certificate

I hereby certify the above Notice of Meeting was posted at Lancaster City Hall on May 28, 2021 @ 5:50 p.m. and copies thereof were provided to the Capital Improvement Advisory Committee.



Carey D. Neal, Jr.

Assistant City Manager

CITY OF LANCASTER BOARDS AND COMMISSIONS

Capital Improvement Advisory Committee

1.

Meeting Date: 06/02/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Effective Municipal Operations
Healthy, Safe & Engaged Community

Submitted by: Vicki D. Coleman, Development Services Director

Agenda Caption:

Consider approval of minutes from the Joint Special Meeting on April 29, 2021.

Background:

For your review and consideration, attached are the meeting minutes from the Joint Special Meeting held on April 29, 2021.

Attachments

Joint Special Meeting Minutes April 29, 2021

CITY OF LANCASTER BOARDS AND COMMISSIONS

Capital Improvement Advisory Committee

2.

Meeting Date: 06/02/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Financially Sound Government
Healthy, Safe & Engaged Community
Sound Infrastructure
Quality Development

Submitted by: Vicki D. Coleman, Development Services Director

Agenda Caption:

Discuss and consider a recommendation to the Lancaster City Council on the water, wastewater, and roadway capital improvement plan and development impact fee update for water, wastewater, and roadways.

Background:

In November 2017, the City Council approved a contract for professional services with Freese and Nichols Inc. (FNI) to provide an update to the Master Thoroughfare Plan, water and wastewater plan, and the development impact fees. The City Council approved an ordinance adopting the 2020 Master Thoroughfare Plan September 28, 2020. This item was tabled on March 17, 2021 and is being brought back to discuss and consider the capital improvements plan and impact fees to provide a recommendations to the City Council.

Operational Considerations:

The water and wastewater master plan and impact fee ordinances were originally adopted by the City Council in 1994 and was most recently updated in 2012. The water and wastewater plan provides guidance on the system improvements that enhance capacity and support development and service delivery through 2045. The water, wastewater and roadway capital improvement plans (CIP) are a prioritized list of system improvements to be undertaken within the next ten years. These prioritized capital improvement plans assist the City with estimating capital budgets and establishing development impact fees. Development impact fees are a funding source for infrastructure improvements based on new development in the City. These fees serve as one-time payments by developers to offset the City's cost directly related to new or expanding infrastructure. The City's current development impact fees were adopted in 2012.

The CIAC's final recommendations must be provided to the City Council at least five business days prior to the City Council holding its public hearing on any impact fee program amendments.

Legal Considerations:

In accordance with State Statute, Sec. 395.056, the CIAC shall file its written comments on the proposed amendments to the land use assumptions, capital improvements plan, and impact fee before the fifth business day before the date of the public hearing on the amendments.

Public Information Considerations:

This public meeting has been noticed in accordance with the Texas Open Meetings Act.

Options/Alternatives:

1. The Committee may recommend approval, as presented.
2. The Committee may recommend approval with changes; state the changes.
3. The Committee may recommend denial.

Recommendation:

Staff recommends approval of the following: 1) the land use assumptions, 2) the capital improvement plans, and 3) the impact fee update.

CITY OF LANCASTER BOARDS AND COMMISSIONS

Capital Improvement Advisory Committee

3.

Meeting Date: 06/02/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Effective Municipal Operations
Healthy, Safe & Engaged Community

Submitted by: Vicki D. Coleman, Development Services Director

Agenda Caption:

Discuss and consider the election of a Chair to the Capital Improvement Advisory Committee.

Background:

Chapter 5, "Boards, Commissions and Committees", Section 5.01.001 Board and Commission appointments, terms, removal and meetings; (b) of the Code of Ordinances states that "All appointments to Boards, Commissions and Committees of the City shall expire on December 1st of the year in which they would normally expire. At the first meeting of the board or commission following December 1st, a chairperson and vice-chairperson shall be elected by the members of the board or commission. Should no appointment be made at the time a term would otherwise expire, the sitting board, commission, or committee member will continue to serve in an interim capacity until the replacement appointment has been made".

On April 12, 2021, the City Council reappointed four (4) members and one (1) new member to the Capital Improvement Advisory Committee (CIAC) during annual appointments. As part of the above stated process, the CIAC members shall elect a Chair once all of the members have been seated.

This item is for the Capital Improvement Advisory Committee's discussion and consideration.

CITY OF LANCASTER BOARDS AND COMMISSIONS

Capital Improvement Advisory Committee

4.

Meeting Date: 06/02/2021

Policy Statement: This request supports the City Council 2020-2021 Policy Agenda

Goal(s): Effective Municipal Operations
Healthy, Safe & Engaged Community

Submitted by: Vicki D. Coleman, Development Services Director

Agenda Caption:

Discuss and consider the election of a Vice-Chair to the Capital Improvement Advisory Committee.

Background:

Chapter 5, "Boards, Commissions and Committees", Section 5.01.001 Board and Commission appointments, terms, removal and meetings; (b) of the Code of Ordinances states that "All appointments to Boards, Commissions and Committees of the City shall expire on December 1st of the year in which they would normally expire. At the first meeting of the board or commission following December 1st, a chairperson and vice-chairperson shall be elected by the members of the board or commission. Should no appointment be made at the time a term would otherwise expire, the sitting board, commission, or committee member will continue to serve in an interim capacity until the replacement appointment has been made".

On April 12, 2021, the City Council reappointed four (4) members and one (1) new member to the Capital Improvement Advisory Committee (CIAC) during annual appointments. As part of the above stated process, the CIAC members shall elect a Vice-Chair once all of the members have been seated.

This item is for the Capital Improvement Advisory Committee's discussion and consideration.