

**MINUTES OF THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING, HELD AT 6:30 P.M., DECEMBER 9, 2019, 757 NORTH GALLOWAY AVENUE, MESQUITE, TEXAS**

**Present:** Chairman Ronald Abraham, Vice-Chair Sherry Williams, Claude McBride, Jim Andrews, Debbie Anderson, Yolanda Shepard, David Gustof, Sheila Lynn, Alternate Jerome Geisler

**Absent:**

**Staff:** Director of Planning & Development Services Jeff Armstrong, Manager of Planning & Zoning Garrett Langford, Principal Planner Johnna Matthews, Planner Ben Callahan, Planner John Chapman, Planner Lesley Frohberg, City Attorney David Paschall, Senior Administrative Secretary Devanee Winn

**I. APPROVAL OF THE MINUTES OF THE JULY 22, 2019, MEETING.**

A motion was made by Ms. Anderson and seconded by Ms. Shepard to approve. The motion passed 8-0.

**II. REVIEW AND CONSIDER THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE SEMI-ANNUAL REPORT FOR PERIOD ENDING JUNE 30, 2019**

Planner Lesley Frohberg briefed the commission on the Impact Fee Study. Ms. Shepard asked how we collect the fees. Ms. Frohberg answered through the permit process. Mr. Andrews wanted to know who is responsible for the fees if the development never gets finished. Director of Planning & Development Services Jeff Armstrong came to the lectern to answer the question. Mr. Armstrong answered the fees are paid as permits are being applied for. Chairman Abraham opened the public hearing. No one came up to speak. Chair closed the public hearing. Ms. Shepard made a motion to approve. Ms. Williams seconded. The motion passed 7-1 with Mr. Jim Andrews abstaining.

**III. ADJOURNMENT**

The meeting adjourned at 6:54 p.m.



**Chairman Ron Abraham**