



Meeting Minutes
 Special Meeting of the
 Oak Point Capital Improvement Advisory Committee
 Tuesday August 16, 2022
 6:00 P.M.
 Oak Point City Hall
 100 Naylor Road
 Oak Point, Texas 75068

1. Call to Order, Roll Call, and Announce a Quorum is Present

Chairperson Peterman called the meeting to order at 6:05 p.m. with the following roll call:

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|-------------------|------------------|---------|
| Debbie Peterman | Chairperson | Present |
| Kevin Tam | Vice Chairperson | Present |
| Barney Carrington | Committee Member | Present |
| Brent Coleman | Committee Member | Present |
| David Garb | Committee Member | Present |
| Bill Gusick | Committee Member | Present |
| Charles Hoffman | Committee Member | Absent |
| Jerry Raye | Committee Member | Present |
| Elizabeth Savage | Committee Member | Absent |

City staff present:

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| Stephen Ashley | City Manager |
| Joni Vaughn | City Secretary |

City Council present:

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| Dena Meek | Mayor |
| David McBeth | Council Member |

2. Pledge of Allegiance and Pledge to the Texas Flag

CIAC Chairperson Peterman led the pledges.

3. Public Comment

No one came forward to speak.

4. Consider and act to approve the minutes of the June 6, 2022 CIAC Meeting.

Committee Member Carrington made a motion to approve the minutes of the June 6, 2022 CIAC meeting; motion seconded by Committee Member Gusick.

Motion Passed 7-0

5. Receive a presentation on the impact fee calculation and collection rates for roads and drainage programs.

Eddie Haas, Freese and Nichols, gave a presentation to make recommendations for the impact fees.

6. Committee discussion and recommendation on impact fee calculations and maximum impact fee collection rates.

Committee Member Coleman made a motion to recommend the impact fee calculations and maximum impact fee collection rate using the following: Collect 50% of the maximum allowable, update the program in 2 years, have the City consider conducting a credit analysis at 2 years to determine the maximum ceiling for collection rates; motion seconded by Committee Member Garb.

Committee Member Coleman amended his motion to recommend the impact fee calculations and maximum impact fee collection rate using the following:

- We recommend the impact fee calculation as presented.
- We recommend Council impose impact fees for roads and drainage in Oak Point as generally stated.
- We recommend a collection rate of 50% for the roads and drainage program.
- We recommend the program be updated in no more than 2 years.
- We recommend that the City conduct a credit analysis at 2 years to determine the maximum allowable over 50%.

Amended motion seconded by Committee Member Garb.

Motion Passed 7-0

7. Discuss written comments to City Council on CIAC recommendations.

The Committee discussed the draft letter to Council and decided on 2 additional bullet points for the letter, as well as a slight change of wording - 3rd paragraph: change 'up to' the maximum allowable under law. TO: 'at' the maximum allowable under law and 4th paragraph/2nd sentence: change "at least" 50% TO: "no more than" 50% and add these bullet points

- Recommend the City update the program in 2 years or less
- Recommend the City conduct a credit analysis at 2 years to determine the maximum allowable over 50%.

8. Adjourn

CIAC Vice Chairperson Tam made a motion to adjourn; motion seconded by Committee Member Coleman.

CIAC Chairperson Peterman adjourned the meeting at 8:00 p.m.


Debbie Peterman, CIAC Chairperson



ATTEST:


Joni Vaughn, City Secretary