

**CITY OF FAIR OAKS RANCH  
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE  
(CIAC) MEETING**

Wednesday, March 30, 2021 at 2:00 PM  
Via Zoom Videoconference

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**MINUTES**

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**OPEN MEETING**

1. Roll Call - Declaration of a Quorum.

CIAC Present: Chairperson John Merritt, and Committee Members: Paul Mebane, Marcus Garcia, Arthur Waterman, and Chris Weigand

CIAC Absent: Vice Chairperson Harold Manning and Committee Members: Dana Green and Ben Koerner

Council Liaison, Snehal Patel, was also present at this meeting.

With a quorum present, the meeting was called to order at 2:06 PM.

**CITIZENS and GUEST FORUM**

2. There were no citizens to be heard.

**PRESENTATIONS**

3. Chairperson Merritt announced new members Marcus Garcia, Arthur Waterman, Ben Koerner, and Chris Weigand. Committee members Garcia, Waterman, and Weigand each introduced themselves to the committee.
4. City Attorney, Dan Santee, provided a presentation outlining the CIAC's role in financing capital improvements through impact fees.
5. Chairperson, John Merritt, provided a brief history and overview of the committee for the newest members.
6. Deputy City Secretary, Amanda Valdez, presented to the committee an overview of the support provided to the committee by the City Secretary's office.

**CONSENT AGENDA**

4. **Approval of the September 24, 2020 regular Capital Improvements Advisory Committee meeting.**

MOTION: Made by Committee Member Mebane, seconded by Committee Member Weigand, to approve the Consent Agenda.

VOTE: 5-0; Motion Passed.

**REVIEW OF COMMITTEE ACTIONS ITEMS**

8. None to review.

**UPDATE ON CITY STUDIES**

9. Manager of Engineering Services, Katherine Schweitzer and City Manager, Tobin Maples, provided the group an update on the elevated storage tank project.

*John Merritt was disconnected from the call at 3:11 PM.*

10. Julio Colunga, Public Works Superintendent, explained the sludge handling process and spoke of a proposed digester project.

*John Merritt rejoined the call at 3:22 PM.*

11. There was no stormwater utility update.
12. City Manager, Tobin Maples, provided the group an update on the proposed process to update the Unified Development Code by the Planning & Zoning Commission.

**REVIEW OF CAPITAL IMPROVEMENT PROJECTS AND LAND USE ASSUMPTIONS**

13. Sarah Buckelew, Finance Director, presented the Capital Improvement Projects and a Contribution In Aid Review.
14. Sarah Buckelew, Finance Director, provided a Land Use Assumptions update to the committee.

**COMMITTEE RECOMMENDATIONS**

15. John Merritt and the committee decided to include the following in the progress report:
  - Acceptance of the resignation from Fran Driskell from the CIAC
  - Designation of members as follows: John Merritt – Building Industry, Harold Manning – Development Industry, Dana Green – Development Industry, Marcus Garcia – Development Industry, Arthur Waterman - Building Industry, and Chris Weigand – Real Estate.
  - Interest by the committee to expand their responsibilities to include other utilities such as roadway impact fees.

**REQUEST FOR FUTURE AGENDA CONSIDERATIONS**

There were no requests.

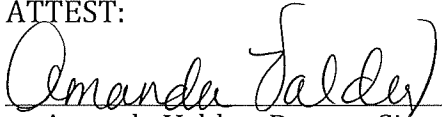
**FUTURE MEETINGS**

16. The next semi annual CIAC meeting is scheduled for Wednesday, September 22, 2021 at 9:00 AM.

**ADJOURNMENT**

Chairperson Merritt adjourned the meeting at 4:28 PM.

ATTEST:

  
Amanda Valdez, Deputy City  
Secretary

  
John Merritt, Chairperson