



## MINUTES

### Capital Improvement Advisory Committee Meeting

January 12, 2023 | 6:15 PM

Council Chambers

City Hall | 665 Country Club Road, Lucas, Texas

#### Call to Order

---

The meeting was called to order at 6:15 pm and the Pledge of Allegiance was recited.

**Commissioners Present:**

Vice-Chairman Chris Bierman  
Commissioner Tommy Tolson  
Commissioner Peggy Rusterholtz  
Commissioner Adam Sussman  
Commissioner Joe Williams

**Staff Present:**

City Manager Joni Clarke  
Assistant City Manager Kent Souriyasak  
Development Services Director Joe Hilbourn  
Public Works Director Scott Holden  
CIP Manager Patrick Hubbard  
City Attorney Courtney Morris

**Commissioners Absent:**

Commissioner Dusty Kuykendall  
Chairman James Foster

**City Council Liaison Present:**

Mayor Jim Olk

#### Regular Agenda

---

1. **Receive a presentation on the City of Lucas Capital Improvement Plan (CIP), discuss updates to Roadway and Water Impact Fees, and provide a recommendation letter to the Development Services Director for presentation to the City Council concerning the adoption of said fees.**

CIP Manager Patrick Hubbard introduced Kelly Parma, Senior Project Manager at Lee Engineering.

Mr. Parma gave a presentation on the 2022-2032 Roadway Impact Fee Update which included the methodology, 10-year land use assumptions, 10-year capital improvement plan, service unit, portion of CIP to serve 10-year growth, and impact fee.


**MOTION:** A motion was made by Commissioner Rusterholtz, seconded by Commissioner Tolson, to recommend that the City Council proceed with the Capital Improvement Plan (CIP) and Impact Fee Updates with Land Use Assumptions as presented along with a revised letter. The motion passed unanimously by a 5 to 0 vote.

2. **Consider approval of the minutes of the November 10, 2022 Capital Improvements Advisory Committee meeting.**

**MOTION:** A motion was made by Commissioner Sussman, seconded by Commissioner Rusterholtz, to approve the minutes of the November 10, 2022 Capital Improvements Advisory Committee meeting as amended. The motion passed unanimously by a 5 to 0 vote.

3. Adjournment.

**MOTION:** A motion was made by Commissioner Williams, seconded by Commissioner Tolson, to adjourn the meeting at 6:24pm. The motion passed unanimously by a 5 to 0 vote.

  
\_\_\_\_\_  
Brian Dale, Chairman

  
\_\_\_\_\_  
Morgan Kowaleski,  
Executive Administrative Assistant

