



Julie Leonard, Place 1  
Jacob Hammersmith, Place 2  
Philip Tryon, Place 3  
Isaac Rowe, Place 4  
Lian Stutsman, Place 5  
Keith Miller, Place 6  
Bill Myers, Place 7  
Barth Timmermann, Developer Representative

**COMMUNITY IMPACT FEE ADVISORY COMMITTEE  
REGULAR MEETING  
AGENDA**

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Wednesday, September 11, 2019

6:00 p.m.

Manor City Hall – Council Chambers  
105 E. Eggleston Street

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**CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT**

**PUBLIC COMMENTS**

Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person. Comments on specific agenda items must be made when the item comes before the Commission. To address the Planning and Zoning Commission, please complete the white card and present it to the City staff prior to the meeting. **No Action May be Taken by the Community Impact Fee Advisory Committee During Public Comments.**

**REGULAR AGENDA**

1. Consideration, discussion, and possible action to appoint a Chairperson. Scott Dunlop,  
Asst. Dev. Services  
Director
2. Consideration, discussion, and possible action on a 2019 Community Impact Fee Advisory Committee schedule. Scott Dunlop,  
Asst. Dev. Services  
Director

## ADJOURNMENT

In addition to any executive session already listed above, the Community Impact Fee Advisory Committee reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

## POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, September 6, 2019, by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

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City Secretary for the City of Manor, Texas

## ***NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:***

***The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail [lalmaraz@cityofmanor.org](mailto:lalmaraz@cityofmanor.org)***



### AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: September 11, 2019

PREPARED BY: Frank T. Phelan, P.E.

DEPARTMENT: City Engineer

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AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a 2019 Community Impact Fee Advisory Committee schedule.

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BACKGROUND/SUMMARY:

Periodically, updates to the City's adopted Community Impact Fee Program are necessary to address changing development conditions. The City Council has re-appointed the Planning and Zoning Commission and at one representative of the development community as the Community Impact Fee Advisory Committee. The Committee will be responsible for evaluating and recommending any proposed changes to the Community Impact Fee Land Use Assumptions, Capital Improvements Plan and/or Impact Fee amount. Jay Engineering will present a summary of the City's Impact Fee program and outline a proposed schedule for the amendment.

PRESENTATION:  YES  NO

ATTACHMENTS:  YES (IF YES, LIST IN ORDER TO BE PRESENTED)  NO

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STAFF RECOMMENDATION:

It is City staff's recommendation that Community Impact Fee Advisory Committee approve a 2019 Impact Fee Program schedule.

PLANNING & ZONING COMMISSION:  RECOMMENDED APPROVAL  DISAPPROVAL  NONE