



Julie Leonard, Place 1
Jacob Hammersmith, Chair, Place 2
Philip Tryon, Place 3
Isaac Rowe, Place 4
Lian Stutsman, Place 5
Cecil Meyer, Place 6
LaKesha Small, Place 7
Barth Timmermann, Developer Representative

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

Wednesday, February 12, 2020

6:00 p.m.

Manor City Hall – Council Chambers
105 E. Eggleston Street

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 Community Impact Fee Advisory Committee, 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.**

CONSENT

1. Consideration, discussion, and possible action to approve the Community Impact Fee Advisory Committee Minutes of the January 8, 2020, Regular Meeting. Lluvia T. Almaraz, City Secretary

REGULAR AGENDA

2. Consideration, discussion, and possible action to evaluate Land Use Assumptions 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, February 7, 2020, by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Lluvia T. Almaraz, TRMC
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



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 12, 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the Community Impact Fee Advisory Committee Minutes of the January 8, 2020, Regular Meeting.

BACKGROUND/SUMMARY:

PRESENTATION: YES NO

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

January 8, 2020, CIF Advisory Committee Minutes

STAFF RECOMMENDATION:

It is City staff's recommendation that the Community Impact Fee Advisory Committee approve the minutes of the January 8, 2020, Regular Meeting.

PLANNING & ZONING COMMISSION: RECOMMENDED APPROVAL DISAPPROVAL NONE



Julie Leonard, Place 1
Jacob Hammersmith, Place 2
Philip Tryon, Place 3
Isaac Rowe, Place 4
Lian Stutsman, Place 5
Cecil Meyer, Place 6
LaKesha Small, Place 7
Barth Timmermann, Developer Representative

**COMMUNITY IMPACT FEE ADVISORY COMMITTEE
REGULAR SESSION MINUTES**

Wednesday, January 8, 2020

6:00 p.m.

Manor City Hall – Council Chambers
105 E. Eggleston Street

COMMITTEE

PRESENT:

Place 1: Julie Leonard
Place 2: Jacob Hammersmith
Place 3: Philip Tryon
Place 4: Isaac Rowe (Absent)
Place 5: Lian Stutsman, (Arrived at 6:10 p.m.)
Place 6: Cecil Meyer
Place 7: LaKesha Small
Bart Timmermann, Developer Representative

ABSENT:

CITY STAFF PRESENT:

Scott Dunlop Asst. Development Services Director
Pauline M. Gray, P.E., City Engineer
Lluvia T. Almaraz, City Secretary

REGULAR SESSION – 6:00 P.M.

With a quorum of the Committee Members present, the regular session of the Manor Community Impact Fee Advisory Committee was called to order by Committee Member Tryon at 6:00 p.m. on Wednesday, January 8, 2020, in the Council Chambers of the Manor City Hall, 105 E. Eggleston Street, Manor, Texas.

PUBLIC COMMENTS

No one appeared to speak at this time.

CONSENT

- 1. Consideration, discussion, and possible action to approve the Community Impact Fee Advisory Committee Minutes of the October 9, 2019, Regular Meeting.**

MOTION: Upon a motion made by Committee Member Hammersmith and seconded by Committee Member Small the Community Impact Fee Advisory Committee voted six (6) For and none (0) Against to approve the Consent Agenda. The motion carried unanimously.

REGULAR AGENDA

- 2. Consideration, discussion, and possible action on appointing a Chairperson to the Community Impact Fee Advisory Committee.**

Committee Member Tryon open the floor for nominations.

MOTION: Upon a motion made by Committee Member Leonard and seconded by Committee Member Timmermann the Community Impact Fee Advisory Committee voted six (6) For and none (0) Against to appoint Committee Member Hammersmith to Chairperson. The motion carried unanimously.

Committee Member Tryon turned over meeting to Chairperson Hammersmith to continue.

Committee Member Stutsman arrived at 6:10 p.m. and took her seat at the Dais.

- 3. Consideration, discussion, and possible action on a 2020 Community Impact Fee Advisory Committee schedule.**

Asst. Development Services Dunlop discussed the 2020 Community Impact Fee Advisory Committee Schedule.

MOTION: Upon a motion made by Committee Member Timmermann and seconded by Committee Member Leonard the Community Impact Fee Advisory Committee voted seven (7) For and none (0) Against to approve the 2020 Community Impact Fee Advisory Committee Schedule. The motion carried unanimously.

- 4. Consideration, discussion, and possible action on activities related to the Community Impact Fee Advisory Committee.**

City Engineer Gray discussed the activities related to the Community Impact Fee Advisory Committee.

The discussion was held regarding the process of the program.

There was no action taken on this item.

ADJOURNMENT

MOTION: Upon a motion made by Committee Member Small and seconded by Committee Member Tryon the Community Impact Fee Advisory Committee voted seven (7) For and none (0) Against to adjourn the regular session of the Community Impact Fee Advisory Committee at 6:15p.m. on Wednesday, January 8, 2020. The motion carried unanimously.

These minutes approved by the Community Impact Fee Advisory Committee on the 12th day of February 2020.

APPROVED:

Jacob Hammersmith
Chairperson

ATTEST:

Lluvia T. Almaraz, TRMC
City Secretary



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 12 , 2020

PREPARED BY: Scott Dunlop, Assistant Development Director

DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to evaluate Land Use Assumptions

BACKGROUND/SUMMARY:

This is the first of 2 meetings to evaluate Land Use Assumptions for the 2020 CIP. A detailed, large-format map will be provided at the meeting. The attached land use table will be used for the proposed assumptions. The land use assumptions are where the city believes future demand will be, how much that demand will be, and when it will occur and therefore what type of water and wastewater facilities will be needed to provide adequate service and by when.

PRESENTATION: YES NO

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

Land Use Table

STAFF RECOMMENDATION:

It is City staff's recommendation that the Community Impact Fee Advisory Committee evaluate and make recommendations on the 2020 CIP Land Use Assumptions.

PLANNING & ZONING COMMISSION: RECOMMENDED APPROVAL DISAPPROVAL NONE

CITY OF MANOR
LAND USES

Land Use Identifier	Land Use Category	Usage	LUes/Acre
C	Civic	Municipal, School District	1-6
GR	General Retail	All retail commercial	1
HCM	Heavy Commercial, Manufacturing, Industrial	All heavy commercial, manufacturing and industrial	1-3
MF	Multi-Family	Duplex, quadruplex and apartments	10-14
MULTI	Mixed Development	Combined single family and general retail	5-10
OS	Open Space/Agricultural	Parks, Agricultural	0
SF-1	Single Family 1	Large lot single family	1
SF-2	Single Family 2	light density single family	2
SF-3	Single Family 3	medium density single family	4
SF-4	Single Family 4	high density single family	5