

# IMPACT FEE ADVISORY COMMITTEE MEETING

## MINUTES

June 29, 2023, at 6:00 P.M.

### 1. CALL TO ORDER

Judah Ross called the meeting to order at 6:00 pm.

Ishmael Harris, Interim Chair	Present
Patrice Parsons	Present
Judah Ross	Present
Kristi Koch	Present
David Barrow	Present
Ashleigh Henson	Present
Dawn Kana, Advisor	Absent

Sylvia Carrillo, Bastrop City Manager, presented to the Commissioners that due to the chair and vice chair seats being vacant, the seated Commissioners would need to make a motion to have one of them fill the role of Interim Chair for this meeting.

Kristi Koch made a motion to appoint Judah Ross as the Interim Chair. There was not a second motion to approve Judah Ross as Interim Chair.

Patrice Parsons made a motion to appoint Ishmael Harris as the Interim Chair. David Barrow seconded the motion. The motion was 3 to 3 with Kristi Koch, Judah Ross and Ashleigh Henson opposing the motion failed to carry.

Patrice Parsons made a second motion for Ishmael Harris as the Interim Chair. David Barrow seconded the motion. Motion passed unanimously.

### 2. CITIZEN COMMENTS

There were no citizen comments.

### 3. ITEMS FOR INDIVIDUAL CONSIDERATION

- 3A. Presentation and discussion on Transportation Impact Fees, Final Report and Collection Rates with potential action for recommendation to City Council.

Jake Gutekunst presented the Transportation Impact Fees, Final Report and Collection Rates to the Commissioners.

Discussion commenced between Commissioners and Jake Gutekunst on the following topics:

1. Will the road construction we have planned currently, put Bastrop in the same category as Austin?
  - Yes
2. What type of timeline does the City need to implement the plan?

- Staff stated at least a minimum of 12-months.
3. Commissioners asked if any of the Cities surrounding Bastrop reworked the fee amounts by area as was suggested in the presentation?
    - Yes, there was a mixture of flat rates and variable rates in the fee schedules assigned.
  4. Are we being asked to make a motion for recommendation of schedule.
    - Staff stated the Commissioners are not being asked to make a motion at this time.
  5. Why did Pflugerville choose the highest fees?
    - When Kimley-Horn was presenting to the Planning and Zoning Commission for Pflugerville, they felt they were behind on Infrastructure, so they wanted to charge a higher percent of the maximum without going all the way to the top of the fees – they wanted to have a more aggressive policy to get higher recovery percentages on the impacts and development.
  6. Does Kimley-Horn know what Pflugerville will be re-investing their fees in?
    - It will all go into roadway projects identified in the CIP and the study.
  7. What specifically will Pflugerville be funding, as Pflugerville has a limited growth area, and they can only invest it in new projects.
    - Pflugerville has numerous widenings of roadways that are planned in the City Limits – from two lanes to four lanes, or even six lanes. A lot of their costs came from expansion projects. There is also a large amount of land in the City Limits along SH 130 that is undeveloped that is a part of their infrastructure plan.
  8. Would Leander be the closest city topographically in comparison to growth in Bastrop?
    - Correct, it is at about 10% which is similar to Bastrop’s growth percentage.
  9. What impacts on development have these cities seen in terms of encouraging or discouraging growth?
    - There has not been a slowdown in development permits. Residential has slowed down some, and Commercial has been relatively steady.

**Actions:**

Reductions (Optional):

- Policy to further other city objectives
- Truly “endless” possibilities, need focus.
  - Examples
    - Affordable housing
    - Internal capture
    - Special districts/overlays
    - Desired land uses in areas lacking.

Jake recommended revisiting this later if implemented in 6-month updates to “tweak” policy if things arise.

Potential Action: Study & Max Fee

- Options for IFAC
  - Comments recorded at today’s meeting to share with Council
  - Share comments prior to 5-business days before the public hearing date with Council
  - Comments could be made to the Commission Chair in letter format or individually.
- Study Action
  - Recommend to accept/deny study and maximum fee results with/without exceptions.

Potential Motions on Rates:

- Recommend adopting the maximums established in the study by service area
- Recommend setting the collection rate for the following amounts:

- Residential – X% of maximum or \$ flat rate
  - Non-Residential – X% of maximum of flat rate
    - Other – X% of maximum or \$ flat rate
    - Special Districts reductions
    - Special Land Use reductions
  - Potential Motions on Implementation:
    - Recommend setting effective date of ordinance x-months after Ordinance adoption, exempting XYZ at adoption date of Ordinance for Roadway Impact Fees.
10. When can the Commissioners expect the documentation for review regarding the “unintended consequences”.
- Staff stated it will be in the packet for the next meeting July 13<sup>th</sup>.
11. Can Jake elaborate as to how cities have tweaked the plan after 6-months?
- Yes, a lot of the “tweaks” come down to the actual administration of the fee itself, rather than going in wholesale and increasing or decreasing the fees.
12. What is the timeline for implementation for the Impact Fee Analysis?
- Implementation is contingent on approval from City Council.

The commissioners recommend tabling the decision to proceed until they have had additional time to review the information and revisit the recommendation at a later date.

Staff asked Commissioners to provide any specific examples they were aware of around town and to email them to Melissa at [mgustafson@cityofbastrop.org](mailto:mgustafson@cityofbastrop.org) so she may follow up. One example would be Blakey and Agnes.

Judah Ross made a motion to table the recommendation until the next meeting. Patrice Parsons seconded the motion. The motion carried unanimously.

#### **4. ADJOURNMENT**

Ishmael Harris adjourned the meeting at 6:41 pm.

There was no motion made to adjourn and no second. Staff verified with Assistant City Attorney, Rezzin Pullum, that this was acceptable, and he stated it was acceptable.

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Ishmael Harris, Interim Chair