



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 4, 2021
PREPARED BY: Frank T. Phelan, P.E.
DEPARTMENT: City Engineer

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Statement of Work No. 6 to the Master Services Agreement between the City of Manor and George Butler Associates, Inc. for the 2021 Community Impact Fee Update project.

BACKGROUND/SUMMARY:

Community Impact Fee (CIF) programs are updated at a minimum every five years to comply with the statutory requirements of Chapter 395 of the Local Government Code. The last update to the Water and Wastewater CIF programs was conducted in 2020. Due to recent changes in growth and development within the service area, City Staff determined that a full update to both the Water and Wastewater CIFs are recommended now to meet demands for new utility services. The process will take roughly six months to complete the update. The City's Planning and Zoning Commission in concert with a development representative and the Advisory Consultant will develop the updates for Council consideration and final CIF Ordinance adoption.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: Yes, project is fundable through impact fee funds
PRESENTATION: Yes
ATTACHMENTS: Yes

- Statement of Work

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve the Statement of Work #6 to the existing Master Services Agreement with George Butler Associates, Inc. for the 2021 Community Impact Fee Update project in the amount of \$25,240.00.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
