



**COMMUNITY IMPACT FEE ADVISORY COMMITTEE
REGULAR SESSION MINUTES
June 14, 2023**

PRESENT:

COMMISSIONERS:

LaKesha Small, Chair Place 7
Felix Paiz, Vice Chair, Place 4 (Absent)
Julie Leonard, Chair, Place 1
Anthony Butler, Place 2 (Absent)
Cresandra Hardeman, Place 3
Celestine Sermo, Place 5 (Absent)
Cecil Meyer, Place 6 (Absent)
Barth Timmermann, Developer Representative (Absent)

CITY STAFF:

Pauline Gray, City Engineer
Scott Dunlop, Development Services Director
Scott Jones, Economic Development Director
Mandy Miller, Development Services Supervisor
Chasem Creed, IT Technician

REGULAR SESSION: 7:30 P.M.

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

With no quorum of the Community Impact Fee Advisory Committee present, the Regular Session of the Manor Community Impact Fee Advisory Committee was cancelled by Chair Hardeman at 7:35 p.m. on Wednesday, June 14, 2023, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

ADJOURNMENT

These minutes approved by the Community Impact Fee Advisory Committee on the 12th day of July. *(Audio recording archived)*

APPROVED:

LaKesha Small
Chairperson

ATTEST:

Scott Dunlop
Development Services Director

DRAFT

CITY OF MANOR, TEXAS

2022 COMMUNITY IMPACT FEE UPDATE

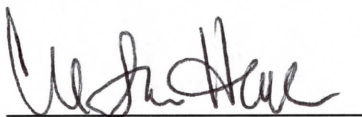
ADVISORY COMMITTEE ACTIVITY SUMMARY

AND RECOMMENDATION TO CITY COUNCIL

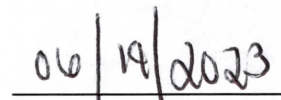
The duly-appointed Community Impact Fee (CIF) Advisory Committee has conducted eight (8) meetings to discuss and consider issues related to the City of Manor's 2022 Community Impact Fee program update. The City Engineer, acting as the Impact Fee Consultant, presented information for Advisory Committee consideration at each of the meetings.

- On September 14, 2022, the CIF Advisory Committee first met and reviewed the committee makeup, schedule, and responsibilities for the Community Impact Fee program update and appointed a chairperson.
- On October 12, 2022, the CIF Advisory Committee met, was presented with, and discussed the preliminary Land Use Assumptions prepared by the consultant.
- On November 9, 2022, the CIF Advisory Committee met to discuss and consider revised Land Use Assumptions based upon comments made during the previous meeting and information researched by the consultant. Several modifications were made to the Land Use Assumption Map at the meeting.
- On December 14th, 2022, and January 11, 2023, the Advisory Committee was presented with the final draft Land Use Map. The Committee also generated population projections along with Capital Improvement Plans for Water and Wastewater.
- On February 8, 2023, the CIF Advisory Committee reviewed and approved the population growth factor. The Advisory Committee also approved the Capital Improvement Project needs.
- On February 8, 2023, the CIF Advisory Committee reviewed an updated 10-year Capital Improvements Plan, based upon the proposed Land Use Assumptions. The CIF Advisory Committee unanimously recommended the City Council act to adopt the updated Land Use Assumptions and 10-year Capital Improvements Plan.
- On April 12, 2023 and May 10, 2023, the CIF Advisory Committee met and reviewed the calculations for the City's Community Impact Fee Program's Water and Wastewater Impact Fees. The CIF Advisory Committee recommended the City Council act to adopt Water and Wastewater Impact Fees of \$2,022.00 for water and \$7,193.50 for wastewater.

Respectfully Submitted:



Cresandra Hardeman, Chair
Community Impact Fee Advisory Committee



Date