



## AGENDA ITEM SUMMARY FORM

**PROPOSED MEETING DATE:** September 7, 2022  
**PREPARED BY:** Frank T. Phelan, P.E.  
**DEPARTMENT:** City Engineer

### AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on a Statement of Work No. 18 to George Butler Associates, Inc. for the 2022 Community Impact Fee (CIF) Program Update.

### 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 2021. Due to recent changes in growth and development within the service area and the City's desire to add a roadway component, City Staff determined that a full update to the CIF Program is warranted. The process will take roughly eight 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  
**PRESENTATION:** Yes  
**ATTACHMENTS:** Yes

- Statement of Work No. 18

### STAFF RECOMMENDATION:

It is the city staff's recommendation that the City Council approve the proposed Statement of Work No. 18 to the existing Master Services Agreement with George Butler Associates, Inc. for the 2022 Community Impact Fee Program Update project in the amount of \$63,100.00.

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