



**COMMUNITY IMPACT FEE ADVISORY COMMITTEE
REGULAR SESSION
MINUTES
AUGUST 12, 2020
Via Telephone/Video Conference**

The meeting was live streamed on Manor Facebook Live beginning at 6:01 p.m.

<https://www.facebook.com/cityofmanor/>

In accordance with an order of the Office of the Governor issued March 16, 2020, the Community Impact Fee Advisory Committee conducted this meeting by video/telephone conference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the COVID-19. There was no public access to the location described above.

The following instructions were provided to the general public.

Instructions for Public Speaking:

- Members of the public that wish to speak during public comments, public hearing or an agenda item will need to register in advance by visiting www.cityofmanor.org where a registration link will be posted on the calendar entry for each public meeting. You will register by filling in the speaker card available for that specific meeting and submitting it to publiccomments@cityofmanor.org. Once registered, instructions will be emailed to you on how to join the videoconference by calling in. Your Speaker Card must be received two (2) hours prior to scheduled meeting.

Upon receiving instructions to join zoom meeting the following rules will apply:

- All Speakers must address their comments to the Chairperson rather than to individual Commissioner or city staff. Speakers should speak clearly into their device and state their name and address prior to beginning their remarks. Speakers will be allowed 3 minutes for testimony. Speakers making personal, impertinent, profane or slanderous remarks may be removed from the meeting.

PRESENT VIA ZOOM:

Jacob Hammersmith, Chairperson

COMMITTEE MEMBERS:

Julie Leonard, Place 1
Philip Tryon, Place 3
Isaac Rowe, Place 4 (Absent)
Ruben J. Cardona, Place 5
Cecil Meyer, Place 6
LaKesha Small, Place 7
Bart Timmermann, Developer Representative

CITY STAFF:

Scott Dunlop Asst. Development Services Director
Pauline M. Gray, P.E., City Engineer

REGULAR SESSION – 6:00 P.M.

With a quorum of the Committee Members present, the regular session of the Manor Community Impact Fee (CIF) Advisory Committee was called to order by Chairperson Hammersmith at 6:01 p.m. on Wednesday, August 12, 2020

PUBLIC COMMENTS

No one appeared to speak at this time.

CONSENT AGENDA

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

MOTION: Upon a motion made by Committee Member Timmermann and Seconded by Committee Member Small the CIF Advisory Committee voted seven (7) For and none (0) Against to approve the Consent Agenda. The motion carried unanimously.

REGULAR AGENDA

- 2. Consideration, discussion, and possible action on an amended Community Impact Fee Advisory Committee calendar.**

City staff recommended that the CIF Advisory Committee approve an amended CIF Advisory Committee calendar.

City Engineer Gray spoke on the need to add an additional meeting in September due to prior meeting not being held.

MOTION: Upon a motion made by Committee Member Timmermann, Seconded by Committee Member Tryon the CIF Advisory Committee voted seven (7) For and none (0) Against to approve an amended CIF Advisory Committee Calendar to add September 9, 2020 meeting. The motion carried unanimously.

3. Consideration, discussion, and possible action on the 2020 Community Impact Fee Land Use Assumptions.

City staff recommended that the CIF Advisory Committee discuss and approve a 2020 Community Impact Fee Land Use Assumptions map.

MOTION: Upon a motion made by Committee Member Leonard and Seconded by Committee Member Tryon the CIF Advisory Committee voted seven (7) For and none (0) Against to postpone Agenda Item #3 until the September 9th meeting. The motion carried unanimously.

4. Consideration, discussion, and possible action on possible water source options.

City staff recommended that the CIF Advisory Committee discuss the water source options.

Discussion was held regarding possible water source options for the city.

There was no action taken.

5. Consideration, discussion, and possible action to generate a Capital Improvements Plan for the 2020 Community Impact Fee.

City staff recommended that the CIF Advisory Committee approve a Capital Improvements Plan for the 2020 Community Impact Fee.

MOTION: Upon a motion made by Committee Member Timmermann and Seconded by Committee Member Meyer the CIF Advisory Committee voted seven (7) For and none (0) Against to postpone Agenda Item #5 until the September 9th meeting. The motion carried unanimously.

ADJOURNMENT

With no business remaining, Chairperson Hammersmith adjourned the regular session of the CIF Advisory Committee meeting at 6:34 p.m. on Wednesday August 12, 2020.

These minutes approved by the CIF Advisory Committee on the 9th day of September 2020.

APPROVED:

Jacob Hammersmith
Chairperson

ATTEST:

Scott Dunlop
Assistant Development Services Director

Draft Minutes