



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: June 29, 2026
PREPARED BY: Michael Burrell, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:
Consideration, discussion, and possible action to approve the 2026 Community Impact Fee Advisory schedule.
BACKGROUND:

The proposed schedule provides for bi-weekly meetings on Mondays at 6pm. City engineering has a conflict on July 13th, so a rescheduled date of July 20th is proposed if the Committee is available and able to meet two weeks in a row. The last meeting also falls on Labor Day, so that date is shifted to Tuesday, September 8th.

The proposed schedule has the Committee proposing a Land Use Assumptions Map and Capital Improvement Projects to the City Council, and while the City Council is waiting to take action on those, the Committee continues its work to recommend Impact Fees. In the event when the City Council does take action on the Land Use Assumptions Map and Capital Improvement Projects, if they do request revisions and send them back to the Committee, the Committee will need to reconvene and re-review the recommended Impact Fees. This is because the State requires posting notifications for the LUA and CIP, and if the Committee were to wait until the City Council considers the LUA and CIP, there would be 4 - 5 months when the Committee would not meet. The schedule provides for the draft LUA and CIP to go before the City Council on December 16th. If they do not approve the draft LUA and CIP, the Committee will need to reconvene in January 2027 to review the City Council’s decision and make a new recommendation.

LEGAL REVIEW: Not Applicable
FISCAL IMPACT: Not Applicable
PRESENTATION: No
ATTACHMENTS: No

ACTIONS:

<i>Discretion</i>	Not Applicable
<i>Subdivision Review Type</i>	Not Applicable
<i>Actions</i>	Not Applicable

STAFF RECOMMENDATION:
It is the City Staff’s recommendation that the Community Impact Fee Advisory Committee review and approve a 2026 Community Impact Fee Advisory schedule.

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