

A G E N D A

The Impact Fee Capital Improvements Advisory Committee (IFCIAC) will hold a regular meeting on *Tuesday, September 15, 2020 at 5:30 p.m.* in the City Council Conference Room at 401 S. Rogers St., Waxahachie, TX

Committee Members: Rick Keeler
Melissa Ballard
Betty Square Coleman
Bonney Ramsey
Jim Phillips
David Hudgins
Erik Test
Mary Lou Shipley
Clyde Hargrove
Brett Hess
John Houston
Jimmy Poarch

1. Call to Order
2. Invocation
3. **Public Comments:** Persons may address the Impact Fee Capital Improvements Advisory Committee on any issues. This is the appropriate time for citizens to address the Commission on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Committee may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.
4. **Approval** of minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of June 23, 2020.
5. **Presentation** to discuss Impact Fee and Collection Rate (10-year and Full System)
6. **Recommend** to City Council the adoption of the Capital Improvement Plan Land Use Assumptions
7. **Recommend** to City Council approval of Capital Improvement Plan approach, and corresponding fees
8. Adjourn

The IFCIAC reserves the right to go into Executive Session on any posted item.

This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at (469) 309-4005 or (TDD) 1-800-RELAY TX.

Notice of Potential Quorum
One or more members of the Waxahachie City Council may be present at this meeting.
No action will be taken by the City Council at this meeting.

Impact Fee Capital Improvements Advisory Committee
June 23, 2020

The Impact Fee Capital Improvements Advisory Committee (IFCIAC) held a regular meeting on Tuesday, June 23, 2020 at 5:30 p.m. in the City Council Conference Room at 401 S. Rogers St., Waxahachie, TX.

Members Present: Rick Keeler, Chairman
Melissa Ballard, Vice Chairman
Betty Square Coleman
Bonney Ramsey
Jim Phillips
Erik Test
Mary Lou Shipley

Members Absent: David Hudgins
Clyde Hargrove
Brett Hess
John Houston
Jimmy Poarch

Others Present: Tommy Ludwig, Assistant City Manager
Albert Lawrence, Assistant City Manager
Amber Villarreal, Assistant City Secretary

1. **Call to Order**
2. **Invocation**

Chairman Rick Keeler called the meeting to order and gave the invocation.

3. **Public Comments**

None

4. **Approval of minutes of the regular Impact Fee Advisory Committee meeting of April 28, 2020**

Action:

Ms. Bonney Ramsey moved to approve the minutes of the Impact Fee Capital Improvements Advisory Committee meeting of April 28, 2020. Vice Chairman Melissa Ballard seconded, All Ayes.

5. **Presentation to discuss Land Use Assumptions and Capital Improvement Plan Methodology Recommendations**

Mr. Eddie Haas, Project Manager for Roadway Impact Fees, Freese & Nichols, and Mr. Daniel Harrison, Freese & Nichols, reviewed land use assumptions for impact fees. They explained the land use assumptions and future growth projections take into consideration the following several factors influencing development patterns:

- Character, type, density, and quantity of existing development
- Existing zoning patterns

- Availability of land for future expansion
- Current and historical growth trends within the city
- Building permit activity trends
- Employment and population absorption rates
- Physical holding capacity of the city
- Known or anticipated development projects

Mr. Haas explained the 10 year growth projection by service area was calculated at 3.5% growth rate. The Land Use Assumptions are the basis for the development of Capital Improvement Plans.

Mr. Haas reviewed the Impact Fee Capital Improvement Plans eligibility, application, and amendment process. He explained the advantages of a full system approach which includes all city master plans: (1) broader consideration of developer driven improvements and impact fee credits as part of specific development, (2) reduces interim year program amendments to enable credits, and (3) greater flexibility in use of impact fee funds towards implementation of ultimate thoroughfare plan. He explained the Cost per Service Unit will not increase drastically for the developer.

Assistant City Manager Tommy Ludwig noted staff supports a full system Capital Improvement Plans approach. Mr. Gary Hendricks, Birkhoff, Hendricks, and Carter, L.L.P., explained the full system plan allows flexibility to allow development anywhere and takes the guess work out of where development will grow.

Mr. Derek Chaney, Birkhoff, Hendricks, & Carter, L.L.P., reviewed the Water and Wastewater Draft Impact Fee Report, preliminary Capital Improvement Plans, and full system Capital Improvement Plans.

Mr. Haas asked the Committee for feedback on the 10 year approach or full system approach and reviewed the next steps to update the plans.

6. Adjourn

There being no further business, the meeting adjourned at 6:47 p.m.

Respectfully submitted,

Amber Villarreal
Assistant City Secretary