



Prince J. Chavis, Chair, Place 4
Julie Leonard, Place 1
Tasha Green, Place 2
Philip Tryon, Place 3
Grant E. Loveless, Place 5
Cecil Meyer, Place 6
LaKesha Small, Place 7
Barth Timmermann, Developer Representative

Community Impact Fee Advisory Committee Regular Meeting

Wednesday, August 11, 2021, at 5:30 PM

Manor City Hall, Council Chambers, 105 E. Eggleston St.

AGENDA

CALL TO ORDER AND ANNOUNCE A QUORUM IS PRESENT

PUBLIC COMMENTS

*Comments will be taken from the audience on non-agenda related topics for a length of time, not to exceed three (3) minutes per person. Comments on specific agenda items must be made when the item comes before the Committee. To address the Community Impact Fee Advisory Committee, please complete the white card and present it to the City staff prior to the meeting. **No Action May be Taken by the Community Impact Fee Advisory Committee During Public Comments.***

CONSENT AGENDA

All of the following items on the Consent Agenda are considered to be self-explanatory by the Committee and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Chairperson or a Committee Member; in which event, the item will be removed from the consent agenda and considered separately.

- 1.** Consideration, discussion, and possible action to approve the Community Impact Fee Advisory Committee Minutes of July 14, 2021, Regular Session.

REGULAR AGENDA

- 2.** Consideration, discussion, and possible action to evaluate Land Use Assumptions.

ADJOURNMENT

In addition to any executive session already listed above, the Community Impact Fee Advisory Committee reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Section §551.071 (Consultation with Attorney), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations regarding Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations regarding Security Devices) and §551.087 (Deliberations regarding Economic Development Negotiations).

CONFLICT OF INTEREST

In accordance with Section 12.04 (Conflict of Interest) of the City Charter, “No elected or appointed officer or employee of the city shall participate in the deliberation or decision on any issue, subject or matter before the council or any board or commission, if the officer or employee has a personal financial or property interest, direct or indirect, in the issue, subject or matter that is different from that of the public at large. An interest arising from job duties, compensation or benefits payable by the city shall not constitute a personal financial interest.”

Further, in accordance with Chapter 171, Texas Local Government Code (Chapter 171), no City Council member and no City officer may vote or participate in discussion of a matter involving a business entity or real property in which the City Council member or City officer has a substantial interest (as defined by Chapter 171) and action on the matter will have a special economic effect on the business entity or real property that is distinguishable from the effect on the general public. An affidavit disclosing the conflict of interest must be filled out and filed with the City Secretary before the matter is discussed.

POSTING CERTIFICATION

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the bulletin board, at the City Hall of the City of Manor, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: Friday, August 6, 2021, by 5:00 p.m. and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

/s/ Lluvia T. Almaraz, TRMC
City Secretary for the City of Manor, Texas

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS:

The City of Manor is committed to compliance with the Americans with Disabilities Act. Manor City Hall and the Council Chambers are wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at 512.272.5555 or e-mail lalmaraz@cityofmanor.org.



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 11, 2021
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to approve the Community Impact Fee Advisory Committee Minutes of July 14, 2021, Regular Session.

BACKGROUND/SUMMARY:

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

July 14, 2021, Regular Session Minutes

STAFF RECOMMENDATION:

It is City Staff's recommendation that the Community Impact Fee Advisory Committee approve the Community Impact Fee Advisory Committee Minutes of July 14, 2021, Regular Session.

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None



**COMMUNITY IMPACT FEE ADVISORY COMMITTEE
REGULAR SESSION MINUTES
JULY 14, 2021**

COMMITTEE MEMBERS:

Julie Leonard, Place 1
Tasha Green, Place 2 (Arrived at 5:43 p.m.)
Philip Tryon, Place 3
Prince John Chavis, Place 4
Grant E. loveless, Place 5
Cecil Meyer, Place 6
Lakesha Small, Place 7
Barth Timmermann, Developer Representative (Absent)

CITY STAFF:

Scott Dunlop, Development Services Director
Pauline Gray, P.E., City Engineer
Mandy Miller, Administrative Assistant

REGULAR SESSION – 5:30 P.M.

With a quorum of the Community Impact Fee (CIF) Advisory Committee Members present, the regular session of the Manor CIF Advisory Committee was called to order by Committee Member Tryon at 5:38 p.m. on Wednesday, July 14, 2021, in the Council Chambers of the Manor City Hall, 105 E. Eggleston St., Manor, Texas.

PUBLIC COMMENTS

No one appeared to speak at this time.

REGULAR AGENDA

- 1. Consideration, discussion, and possible action on appointing a Chairperson to the Community Impact Fee Advisory Committee.**

The City staff recommended that the CIF Advisory Committee appoint a Chairperson.

Committee Member Tryon opened the floor for volunteers.

Committee Member Meyer nominated Committee Member Chavis.

MOTION: Upon a motion made by Committee Member Meyer and Seconded by Committee Member Small to appoint Committee Member Prince J. Chavis as Chair of the CIF Advisory Committee.

There was no further discussion.

Motion to appoint carried 6-0

The meeting was turned over to Chair Chavis.

2. Consideration, discussion, and possible action on a 2021–2022 Community Impact Fee Advisory Committee schedule.

The City staff recommended that the CIF Advisory Committee approve a 2021 Impact Fee Program schedule.

Development Services Director Dunlop gave a summary of the CIF Advisory Committee Schedule and answered questions from the Committee.

City Engineer Gray answered questions from Committee regarding the scheduled dates for the CIF meetings and clarifying the length of time being approximately thirty (30) minutes to an hour (1) hour for each meeting.

MOTION: Upon a motion made by Committee Member Tryon and Seconded by Committee Member Leonard to approve the 2021–2022 Community Impact Fee Advisory Committee schedule.

There was no further discussion.

Motion to approve carried 6-0

Committee Member Green arrived at 5:43 p.m. and took her place at the dais.

3. Consideration, discussion, and possible action on activities related to the Community Impact Fee Advisory Committee.

City Engineer Gray gave a summary of this item. Ms. Gray stated there are at least three (3) new developments located near FM 973 and Gregg Lane that were not in the original plans discussed at the 2020 CIF Advisory meetings.

The discussion was held regarding the reasons why the new plans were not included in the previous 5-year plan.

The discussion was held regarding the type of development being proposed for residential and/or commercial.

The discussion was held regarding other areas of development besides Gregg Lane.

The discussion was held regarding the clarification on the approval of the CIF Committee schedule.

City Engineer Gray answered questions from the Committee regarding the necessity and reasons for the CIF Advisory meetings.

There was no action taken on this item.

ADJOURNMENT

MOTION: Upon a motion made by Committee Member Leonard and Seconded by Committee Member Loveless to adjourn the regular session of the CIF Advisory Committee at 5:54 p.m. on Wednesday, July 14, 2021.

There was no further discussion.

Motion to approve carried 7-0

These minutes approved by the CIF Advisory Committee on the 11th day of August 2021.

APPROVED:

Prince J. Chavis
Chair

ATTEST:

Scott Dunlop
Development Services Director

AGENDA ITEM NO. 2

AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: August 11, 2021
PREPARED BY: Scott Dunlop, Director
DEPARTMENT: Development Services

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to evaluate Land Use Assumptions.

BACKGROUND/SUMMARY:

We'll review the 2020 Land Use Assumptions with our engineer and mark up the map with proposed changes for this 2021 update.

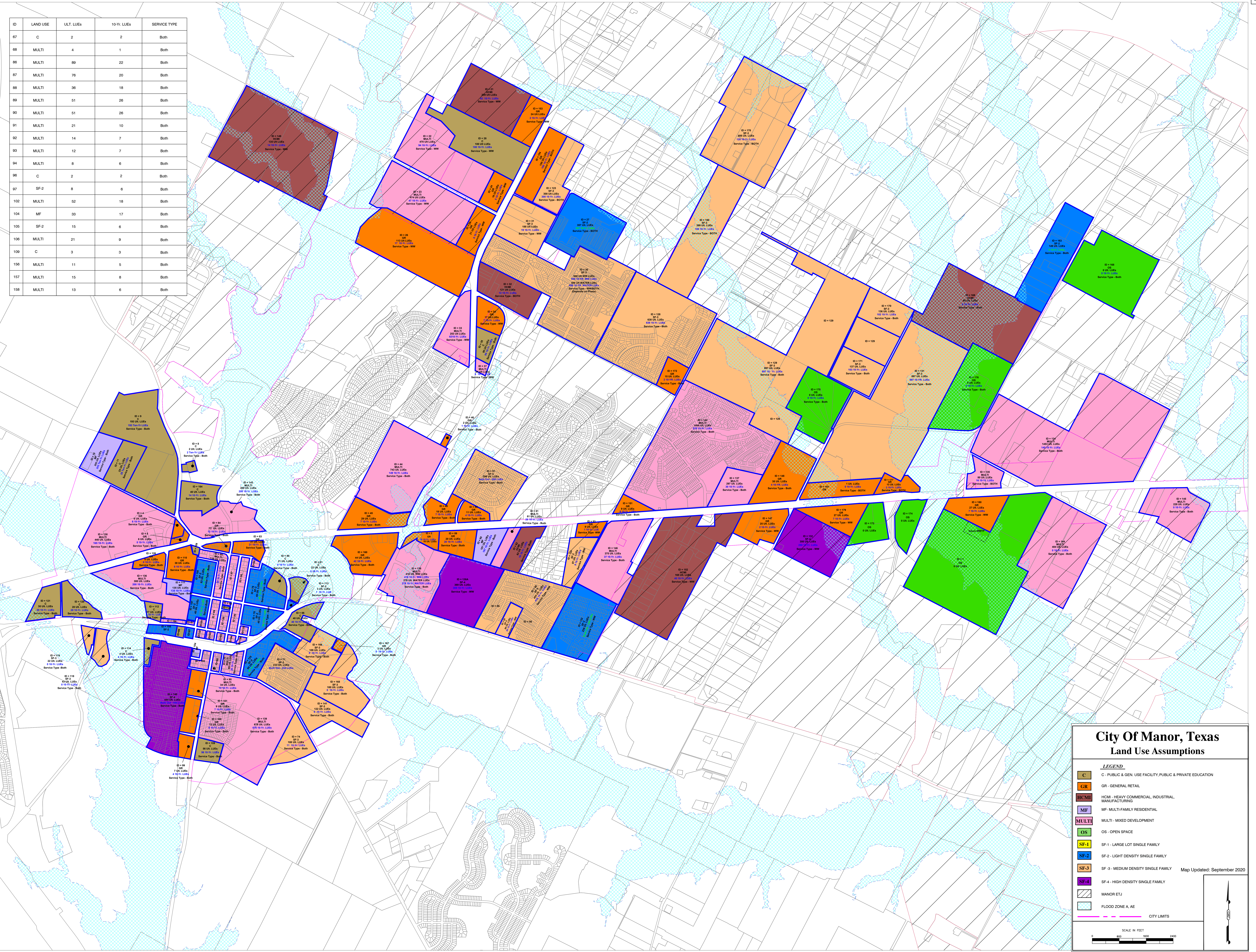
LEGAL REVIEW: Not Applicable
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- 2020 Land Use Assumptions Map

STAFF RECOMMENDATION:

PLANNING & ZONING COMMISSION: Recommend Approval Disapproval None

ID	LAND USE	ULT. LUEs	10-Yr. LUEs	SERVICE TYPE
67	C	2	2	Both
68	MULTI	4	1	Both
86	MULTI	89	22	Both
87	MULTI	76	20	Both
88	MULTI	36	18	Both
89	MULTI	51	26	Both
90	MULTI	51	26	Both
91	MULTI	21	10	Both
92	MULTI	14	7	Both
93	MULTI	12	7	Both
94	MULTI	8	6	Both
96	C	2	2	Both
97	SF-2	8	6	Both
102	MULTI	52	18	Both
104	MF	33	17	Both
105	SF-2	15	6	Both
106	MULTI	21	9	Both
109	C	3	3	Both
156	MULTI	11	5	Both
157	MULTI	15	8	Both
158	MULTI	13	6	Both



City of Manor, Texas

Land Use Assumptions

LEGEND

C

C - PUBLIC & GEN. USE FACILITY; PUBLIC & PRIVATE EDUCATION

GR

GR - GENERAL RETAIL

HCM

HCM - HEAVY COMMERCIAL INDUSTRIAL MANUFACTURING

MF

MF - MULTI-FAMILY RESIDENTIAL

MULTI

MULTI - MIXED DEVELOPMENT

OS

OS - OPEN SPACE

SF-1

SF-1 - LARGE LOT SINGLE FAMILY

SF-2

SF-2 - LIGHT DENSITY SINGLE FAMILY

SF-3

SF-3 - MEDIUM DENSITY SINGLE FAMILY

Map Updated: September 2020

SF-4

SF-4 - HIGH DENSITY SINGLE FAMILY

MANOR ETJ

FLOOD ZONE A, AE

CITY LIMITS

SCALE IN FEET