



**Impact Fee Advisory Committee  
November 18, 2019  
6:30 PM  
Town Lake Center, Room 100  
721 Barton Springs Road  
Austin, Texas**

For more information go to: [www.austintexas.gov/ifac](http://www.austintexas.gov/ifac)

**MEETING MINUTES - DRAFT**

Kris Bailey  
Lance Parishier  
Susan Turrieta

Lottie Dailey  
Channy Soeur

Dick Kallerman  
Bobak Tehrani

---

**A. CALL TO ORDER – November 18, 2019, 6:00 p.m.**

*Chair Bailey called the meeting to order at 6:30 pm with a quorum present.*

*Committee Members in Attendance: Kris Bailey, Dick Kallerman, Lance Parishier, Channy Soeur, Bobak Tehrani, Susan Turrieta.*

*City of Austin Staff in Attendance: Liane Miller (Austin Transportation Department).*

**B. CITIZEN COMMUNICATION**

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

*None*

**C. APPROVAL OF MINUTES**

1. Approval of minutes from the October 15, 2019 Impact Fee Advisory Committee meeting.

*Committee Member (CM) Parishier moved approval, Chair Bailey seconded and the minutes were approved 4-0 with CM Turrieta abstaining.*

**D. NEW BUSINESS**

*None*

**E. OLD BUSINESS**

1. Staff update briefing on the street impact fee study and draft report.

*Jeff Whitacre (consultant with Kimley-Horn coordinating the street impact fee study) recapped the October 15 meeting, including the maximum assessable fee calculation methodology. The study will result in the maximum assessable fee for consideration in developing policy, which is ultimately a City Council decision. He provided the pre-credit draft report to the committee members and reviewed the contents, the first three sections of which were what City Council adopted on August 22, 2019. Mr. Whitacre presented various policy options for the committee's consideration as they begin developing a recommendation for City Council. The committee discussed these various options. He also reviewed a draft schedule for the remainder of the study.*

2. Discussion and possible action on future Impact Fee Advisory Committee meeting dates for 2019 and 2020.

*The committee decided the next IFAC meeting date would be December 18, 2019. It was agreed that subsequent meeting dates would be discussed at future meetings.*

**F. FUTURE AGENDA ITEMS**

*The committee discussed that the next meeting would include an item for a discussion of their comments on the pre-credit draft report of the Street Impact Fee study.*

**G. ADJOURN**

*The meeting was adjourned at 8:14 pm due to a loss of quorum.*



**Impact Fee Advisory Committee  
December 18, 2019  
6:00 PM  
Town Lake Center, Room 100  
721 Barton Springs Road  
Austin, Texas**

For more information go to: [www.austintexas.gov/ifac](http://www.austintexas.gov/ifac)

**MEETING MINUTES - DRAFT**

Kris Bailey  
Lance Parishier  
Susan Turrieta

Lottie Dailey  
Channy Soeur

Dick Kallerman  
Bobak Tehrani

---

**A. CALL TO ORDER – December 18, 2019, 6:00 p.m.**

*Chair Bailey called the meeting to order at 6:16 pm with a quorum present.*

*Committee Members in Attendance: Kris Bailey, Dick Kallerman, Lance Parishier, and Channy Soeur.*

*City of Austin Staff in Attendance: Liane Miller (Austin Transportation Department), Martin Tower (Austin Water).*

**B. CITIZEN COMMUNICATION**

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

*None*

**C. APPROVAL OF MINUTES**

1. Approval of minutes from the November 18, 2019 Impact Fee Advisory Committee meeting.

*Chair Bailey moved approval, Committee Member (CM) Parishier seconded and the minutes were approved 4-0.*

**D. NEW BUSINESS**

1. Committee discussion of the street impact fee study pre-credit draft report.

*Liane Miller asked for the committee's comments and questions on the report. The committee asked questions about the cost methodology for Roadway Capacity Plan projects, rough proportionality determinations, and options to phase-in a street impact fee.*

2. Staff presentation of the public engagement strategy and policy considerations for the street impact fee.

*Chair Bailey asked for the various policy options to be tracked for committee consideration and approval in future meetings. Jeff Whitacre (consultant with Kimley-Horn coordinating the street impact fee study) provided a proposed approach to the committee for making policy recommendations. The committee discussed tracking their decision process so that they may best communicate their recommendation to the City Council. The committee discussed various policy topics that they would like to discuss further at their next meeting. Sebastian Puente (public*

*engagement consultant on the street impact fee project) presented a draft public engagement strategy for the policy development phase of the project and solicited feedback from the committee.*

**E. OLD BUSINESS**

1. Discussion and possible action on future Impact Fee Advisory Committee meeting dates for 2020.

*The committee decided the next IFAC meeting date would be January 28, 2020. It was agreed that subsequent meeting dates would be discussed at future meetings.*

**F. FUTURE AGENDA ITEMS**

1. Discussion and action on the water/wastewater Semi-Annual Impact Fee Report for April 1, 2019 through September 30, 2019 as set forth in the functions of the advisory committee, Austin City Code and Chapter 395.058 of the Texas Local Government Code.
2. Approval of committee comments on the street impact fee study final report.

*The committee discussed that the next meeting would include an item for discussion and potential approval of their comments on the Street Impact Fee study report as well as an item to discuss policy options.*

*Martin Tower (Austin Water) mentioned that the Water Forward Plan may be presented to the committee at a future meeting.*

**G. ADJOURN**

*Chair Bailey adjourned the meeting at 7:52 pm.*



**Impact Fee Advisory Committee  
January 28, 2020  
6:00 PM  
Town Lake Center, Room 100  
721 Barton Springs Road  
Austin, Texas**

For more information go to: [www.austintexas.gov/ifac](http://www.austintexas.gov/ifac)

**MEETING MINUTES - DRAFT**

Kris Bailey  
Lance Parishier  
Susan Turrieta

Lottie Dailey  
Channy Soeur

Dick Kallerman  
Bobak Tehrany

---

**CALL TO ORDER – January 28, 2020, 6:00 p.m.**

*Chair Bailey called the meeting to order at 6:06 pm with a quorum present.*

*Committee Members in Attendance: Kris Bailey, Dick Kallerman, Lance Parishier, Channy Soeur, Bobak Tehrany.*

*City of Austin Staff in Attendance: Liane Miller (Austin Transportation Department), Christina Romero, Aurora Pizano (Austin Water).*

**CITIZEN COMMUNICATION**

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

*None*

**1. APPROVAL OF MINUTES**

- a. Approval of minutes from the December 18, 2019 Impact Fee Advisory Committee meeting. *Committee Member (CM) Kallerman moved approval, CM Parishier seconded and the minutes were approved 4-0, with CM Soeur arriving after this action.*

**2. NEW BUSINESS**

- a. Discussion and action on the water/wastewater Semi-Annual Impact Fee Report for April 1, 2019 through September 30, 2019 as set forth in the functions of the advisory committee, Austin City Code and Chapter 395.058 of the Texas Local Government Code. *Christina Romero and Aurora Pizano presented the semi-annual Impact Fee Report, noting increases in fee revenue as compared to the same period from last year. Chair Bailey requested additional detail be provided in the report for impact fee waivers. Chair Bailey made a motion to approve the report with direction to bring information regarding the waivers back to the committee at its next meeting. The motion was seconded by CM Tehrany and passed 5-0.*
- b. Committee discussion and possible approval of comments on the street impact fee study final draft report. *Liane Miller discussed the schedule for the committee to review and approve the street impact fee study final report. Jeff Whitacre (consultant with Kimley-Horn coordinating the street impact fee*

*study) talked through the structure of the report and any changes that had been made since the pre-credit draft report was provided to the committee. The committee provided feedback on the content of the study foreword for staff to incorporate and share with the committee prior to the next meeting. Chair Bailey asked if any citizens wanted to speak on the item and Joyce Basciano from the Austin Neighborhoods Council addressed the committee.*

c. Staff presentation and committee discussion of policy options for the street impact fee.

*Jeff Whitacre recapped the presentation at the December 18, 2019 meeting including the calculation to determine service units (vehicle-miles) generated by new development. He also presented potential impact fee policy options for consideration by the committee and compared those to other cities in Texas. The committee discussed the impacts of the various options and their initial preferences.*

### **3. OLD BUSINESS**

a. Discussion and possible action on future Impact Fee Advisory Committee meeting dates for 2020.

*The committee decided the next IFAC meeting date would be March 4, 2020. It was agreed that subsequent meeting dates would be discussed at future meetings.*

### **FUTURE AGENDA ITEMS**

Discussion and approval of committee comments on the street impact fee policy proposal and draft ordinance.

### **ADJOURNMENT**

*Chair Bailey adjourned the meeting at 8:35 pm.*