



**Impact Fee Advisory Committee Meeting Minutes  
June 25, 2012  
Waller Creek Center, Room 104  
625 East 10th Street  
Austin, Texas**

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

**AGENDA**

J.R. (Hank) Kidwell, P.E. (Chair)  
William Moore

Kris Bailey  
Brian Rodgers

Richard Kallerman  
David Vitanza

---

**A. CALL TO ORDER – June 25, 2012, 6:00 p.m.**

*Chair Hank Kidwell called the meeting to order at 6:03. Members Hank Kidwell, Kris Bailey, Dick Kallerman, Bill Moore and Brian Rodgers were present. Member David Vitanza had notified the members at the previous meeting that he would be absent. (The recording of the meeting is available with items noted below designating the recording time, not clock time).*

**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.

*No citizens were signed up to speak.*

**C. APPROVAL OF MINUTES**

Approval of minutes from the April 24, 2012 Impact Fee Advisory Committee meeting.

*The committee members reviewed the draft meeting summary. Committee member Kris Bailey moved approval, Bill Moore seconded, approved 5-0-0-1.*

**D. DISCUSSION ITEMS FOR COMMITTEE'S REVIEW**

**1. Introductions and Overview of Impact Fee Advisory Committee (IFAC).**

*Chair Hank Kidwell gave an overview of the duties of the IFAC quoting from Texas state law. Brian Long, AWU supervising engineer, introduced Kristi Fenton, AWU utility financial manager, who will provide support to the IFAC. The remaining City of Austin staff introduced themselves and their roles in the impact fee process.*

Impact Fee Advisory Committee

June 25, 2012

Page 2 of 3

2. Discuss status of the Joint Committee on Austin Water Utility's Financial Plan established by City Council Resolution No. 20110922-052 and revised on January 12, 2012 via Resolution No. 20120112-063.

*(6:27) The Joint Committee completed its work. Committee member Hank Kidwell stated that the committee had provided recommendations to AWU and the Austin City Council for rate making to include a revenue stability fee and that the impact fee policy be changed. Item 3.1 of the recommendations is "Adopt an impact fee policy that calculates the maximum impact fee allowed by law. Consider the elimination of the current zone discount policy that has the effect of subsidizing infrastructure for new development." For more detailed information, refer to audio recording.*

3. Discuss and take action on the Impact Fee related components of the Southeast Travis County MUDs Agreements approved by City Council. *Ordinance Nos.: 20120524-031, 20120524-032, 20120524-033 and 20120524-034.*

*(9:06) Chair Hank Kidwell introduced the item. Bart Jennings, AWU business strategy manager, gave a summary of the MUD agreements for these four MUDs, which received City Council approval and are operational. For more information about the MUDs, refer to audio recording. Ross Crow, City of Austin senior attorney, discussed the reclaimed water issue with regard to impact fees.*

*Chair Hank Kidwell and committee members Brian Rodger, Bill Moore, Kris Bailey, and Dick Kallerman discussed with City staff members the MUD agreements and the processes and policies related to offsets, impact fee calculations, semi-annual reports, and future roles and responsibilities of the IFAC. For more information, please reference audio recording. The IFAC may make suggestions to the Austin City Council about the future role of the IFAC. Mr. Crow stated that the MUD documents went through the appropriate processes. The discussion ended with an agreement that MUD offsets will appear in AWU semi-annual reports.*

*No action was taken on this item.*

*(1:06:13)*

- 2.(cont'd.) Discuss status of the Joint Committee on Austin Water Utility's Financial Plan *Mickey Fishbeck, Chair of the Joint Committee, arrived, was introduced and made comments about the impact fee issue. The joint committee's presentation is scheduled for Thursday, June 28, 2012. She stated the joint committee recommended ending the location-based fee schedule. For more information, refer to audio recording.*

4. Discuss and take action on the Semi-Annual Impact Fee Report for October 1, 2011 through March 31, 2012 as set forth in the functions of the advisory committee, Austin City Code and Chapter 395.058 of the Texas Local Government Code.

*The IFAC expressed displeasure getting this report on the preceding Friday after 10:00PM and decided to table this item. Brian Rodgers moved to table this item to the next meeting, seconded by Dick Kallerman, and approved 5-0-1.*

5. Discuss components and status of the 2012 update to the Impact Fee Land Use Assumptions and Impact Fee Capital Improvements Plan. (Taken out of order.)

*(1:15:29) Brian Long, AWU supervising engineer, stated that City of Austin staff recommends not doing a potable offset calculation due to the lack of any precedent and small monetary value returned by the calculations. Therefore, a potable offset from reclaimed water is not being incorporated in this 5-year update.*

***City of Austin staff members and IFAC members carried out a detailed discussion. Reference the tables located on the IFAC website for this meeting and refer to the audio recording for more information.***

6. Discuss and take action on the protocol for setting meetings, staff requests for review, and information dissemination with regard to the Impact Fee Advisory Committee.

*Chair Hank Kidwell expressed dissatisfaction at getting this information packet after 5:00 PM and requesting a response by 8:00 AM the next day for calling a meeting Monday evening and stated that City staff should start polling members at least two weeks ahead of a meeting and leave at least 7 days until the meeting. He requested that staff allow lead time of at least 36 hours when immediate responses are needed from IFAC members with reports available at least 6 calendar days before the meeting.*

*The IFAC committee members responded by voice that they were satisfied with Chair Hank Kidwell's suggestions.*

*The tentative date and time for the next meeting were set for July 10 at 5:30. The agenda will include the tabled semi-annual report, no action on minutes for this meeting, and discussion of the stakeholder process.*

**E. ADJOURN**

*9:50 PM Kris Bailey moved to adjourn, second Dick Kallerman, approved 5-0-0-1.*