

Rick Schroder

From: Alan Moon <AMoon@jonescarter.com>
Sent: Monday, February 21, 2022 10:46 AM
To: Rick Schroder
Cc: Odalys Johnson; Kent O'Brien; bjsultemeier@gmail.com
Subject: CIP & Impact Fee Schedule and Advisory Committee Guidelines
Attachments: CIP & Impact Fee Study Schedule 20220221.pdf

Good morning Rick,

Attached is the updated schedule for the CIP and Impact Fee updates showing the impact fee adoption completed by August 1st, as discussed. I pushed the Advisory Committee Public Hearing up to the middle of July to allow time for any adjustments before adoption. For the advisory committee, below are the requirements as outlined in TAC 395.058:

- Must be appointed on or before the Advisory Committee public hearing
- Needs to be appointed by majority vote of City Council
- Committee should be 5 people or more
- 40% or more should be representatives of the real estate, development or building industries who are not City employees, or employees of any other governmental agency
- If the City has a Planning and Zoning commission, the commission can act as the Advisory Committee if one of its members is a non-City or governmental agency employee and has a background in real estate, development, or building infrastructure
- If impact fees are to be applied to properties within the ETJ, one Advisory Committee member should be from that area

Please let us know if you have any questions on this.

Thanks,

Alan M. Moon, P.E.
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City of Johnson City
Capital Improvements Plan Update & Impact Fee Study

ID	Task Name	Duration	Start	Finish	Predecessors	
1	Capital Improvements Plan Update & Impact Fee Study	126 days	Mon 2/7/22	Mon 8/1/22		February 2022315101520252March 2022712172227April 202216111621261May 202261116212631June 202251015202530July 202251015202530August 20224914
2	Notice to Proceed	0 days	Mon 2/7/22	Mon 2/7/22		2/7
3	Project Setup & Data Collection	20 days	Mon 2/7/22	Fri 3/4/22	2	
7	Land Use Plan Update	15 days	Mon 2/21/22	Fri 3/11/22		
11	Capital Improvements Plan Update	21 days	Mon 3/7/22	Mon 4/4/22	6	
20	Notice of Public Hearing	0 days	Tue 4/5/22	Tue 4/5/22	18FS+5 days	4/5
21	Prepare exhibits for Public Hearing	10 days	Tue 4/5/22	Mon 4/18/22	19	
22	Council Meeting / Public Hearing - Land Use and CIP	5 days	Tue 5/3/22	Mon 5/9/22	20FS+18 days	
23	Address Comments	5 days	Tue 5/10/22	Mon 5/16/22	22	
24	Impact Fees Update	20 days	Tue 5/17/22	Mon 6/13/22	23	
30	Notice of Impact Fee Hearing	0 days	Mon 6/13/22	Mon 6/13/22	29	6/13
31	Advisory Committee Public Hearing - Impact Fees	5 days	Tue 7/12/22	Mon 7/18/22	30FS+20 days	
32	Address Committee Comments	5 days	Tue 7/19/22	Mon 7/25/22	31	
33	City Council Meeting - Adoption of Impact Fees	5 days	Tue 7/26/22	Mon 8/1/22	31FS+5 days	

Task

Project Summary

Manual Task

Start-only

Deadline

Split

Inactive Task

Duration-only

Finish-only

Progress

Milestone

Inactive Milestone

Manual Summary Rollup

External Tasks

Manual Progress

Summary

Inactive Summary

Manual Summary

External Milestone

Date: Mon 2/21/22

Sec. 395.058. ADVISORY COMMITTEE. (a) On or before the date on which the order, ordinance, or resolution is adopted under Section 395.042, the political subdivision shall appoint a capital improvements advisory committee.

(b) The advisory committee is composed of not less than five members who shall be appointed by a majority vote of the governing body of the political subdivision. Not less than 40 percent of the membership of the advisory committee must be representatives of the real estate, development, or building industries who are not employees or officials of a political subdivision or governmental entity. If the political subdivision has a planning and zoning commission, the commission may act as the advisory committee if the commission includes at least one representative of the real estate, development, or building industry who is not an employee or official of a political subdivision or governmental entity. If no such representative is a member of the planning and zoning commission, the commission may still act as the advisory committee if at least one such representative is appointed by the political subdivision as an ad hoc voting member of the planning and zoning commission when it acts as the advisory committee. If the impact fee is to be applied in the extraterritorial jurisdiction of the political subdivision, the membership must include a representative from that area.

(c) The advisory committee serves in an advisory capacity and is established to:

(1) advise and assist the political subdivision in adopting land use assumptions;

(2) review the capital improvements plan and file written comments;

(3) monitor and evaluate implementation of the capital improvements plan;

(4) file semiannual reports with respect to the progress of the capital improvements plan and report to the political subdivision any perceived inequities in implementing the plan or imposing the impact fee; and

(5) advise the political subdivision of the need to update or revise the land use assumptions, capital improvements plan, and impact fee.

(d) The political subdivision shall make available to the advisory committee any professional reports with respect to developing and implementing the capital improvements plan.

(e) The governing body of the political subdivision shall adopt procedural rules for the advisory committee to follow in carrying out its

duties.

Added by Acts 1989, 71st Leg., ch. 1, Sec. 82(a), eff. Aug. 28, 1989.