

**IMPLEMENTATION**  
**TASKS AND TIMELINE DRAFT**

**APRIL 5, 2016--Capital Improvements Advisory Committee  
CITY COUNCIL- APPOINT COMMITTEE-INCLUDING ETJ REP—**

**APRIL 17, 28, MAY 12, 26, June 6  
Land Use Assumptions-ADVISORY COMMITTEE  
ONE MEETING EVERY TWO WEEKS OF THE COMMITTEE ON EACH OF  
THE FOUR STEPS OF (i) thru (iv)---below:**

The types of analyses undertaken may include the following:

- (i) analysis of existing conditions – population, density, zoning classifications, and other land use analyses;
- (ii) determination of service area – for water facilities, this is usually the entire city and its ETJ;
- (iii) projection of 10-year growth patterns – involves a review of land use data, zoning classifications, density calculations, projected growth, population trends, employment projects, and the like;
- (iv) **“build-out”** growth projections – based on the holding capacity of the land area of the city, anticipated land use types, densities, and ultimate populations.

**June 6, 2016---The committee provides land use assumptions to City engineer, so he may prepare the capital improvements plan.**

**June 6---August 6, 2016--Capital Improvements Plan—60 days**

**August 11, 2016---Public hearing on land use assumptions and capital improvements plan**

**August 16, 2016-- City council must approve, or disapprove, the land use assumptions and the capital improvements plans within 30 days of the public hearing. A resolution must also be passed to set a hearing on imposition of an impact fee.**

August 17, 2016--Send and publish 30 day notice of public hearing on impact fee

September. 6, 2016--Council review of draft of impact fee ordinance

September 14, 2016----Last day for Advisory Committee to file written comments on the impact fees proposed at the public hearing

September 20, 2016--Hearing on impact fee

October 4, 2016---Council vote on approval or denial of water impact fee

#### **TIMELINE AND TASKS FOR IMPACT FEE ADOPTION**

**THE TASKS ABOVE ARE TAKEN FROM THE “NUTS AND BOLTS” PAPER PREPARED IN NOVEMBER OF 2015. THE ESTIMATED TIMES FOR EACH TASK ARE HEAVILY DEPENDENT ON MEETING SCHEDULES, AND THE EXTENT OF EXISTING REQUIRED INFORMATION FOR THE LAND USE ASSUMPTIONS. THE TIME PERIODS BELOW ARE ESTIMATES OF WEEKS OR MEETINGS NECESSARY TO ACHIEVE EACH STEP. THE ATTACHED COPY OF THE NUTS AND BOLTS PAPER HAS THE IMPLEMENTATION PROCESS.**

#### **ASSUMPTIONS MADE ARE:**

- 1. P&Z WOULD BE APPOINTED AS THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE (THE “COMMITTEE”), THAT IT WOULD MEET NO LESS THAN TWICE A MONTH.**
- 2. STAFF AND THE CITY ENGINEER CAN PROVIDE EXISTING REQUIRED INFORMATION TO THE COMMITTEE QUICKLY, AND REQUIRED INFORMATION NOT CURRENTLY AVAILABLE CAN BE DEVELOPED IN A REASONABLE PERIOD OF TIME TO ALLOW THE LAND USE ASSUMPTIONS TO BE COMPLETED. FOR EXAMPLE, DO WE KNOW HOW MANY ACRES IN THE ETJ ARE UNDEVELOPED, AND WHAT THE LIKELY DEVELOPMENT IS?**
- 3. THE TIMELINE ESTIMATES ARE SHOWN BELOW AS WEEKS ESTIMATED FOR A SINGLE PURPOSE IMPACT FEE, SUCH AS ROADS. AND THE AGGREGATE TOTAL OF EACH STEP, ALL IN **BLUE INK**. THESE ARE VERY PRELIMINARY ESTIMATES, TO BE REVISED WHEN COUNCIL DECIDES ON WHAT TYPE OF FEES ARE TO BE DEFINED, AND THE CITY ENGINEER GIVES US AN ESTIMATE FOR THEIR WORK ON THE CAPITAL IMPROVEMENTS PLAN.**

