

**THE STATE OF TEXAS  
COUNTY OF BURNET  
CITY OF MARBLE FALLS**

On the 4<sup>th</sup> day of February, 2016 the Impact Fee Advisory Committee convened at the regular meeting having been posted as prescribed by law, with the following members present in accordance to-wit:

**MEMBERS PRESENT:**

|                     |                  |
|---------------------|------------------|
| Steve Reitz         | Chairman         |
| Fred Zagst          | Vice-Chairman    |
| Greg Mills          | Committee Member |
| Darlene Oostermeyer | Committee Member |
| Tom Barr            | Committee Member |
| Dee Haddock         | Committee Member |
| Jason Coleman       | Committee Member |

**MEMBERS ABSENT:**

|             |                            |
|-------------|----------------------------|
| John Kemper | Committee Member (excused) |
|-------------|----------------------------|

**STAFF PRESENT:**

|                   |                                  |
|-------------------|----------------------------------|
| Mike Hodge        | City Manager                     |
| Caleb Kraenzel    | Director of Development Services |
| Elizabeth Jaimes  | Associate Planner                |
| Scarlet Contreras | Secretary to the Committee       |
| Mike Ingalsbe     | Building Official                |

**1. CALL TO ORDER AND ANNOUNCE PRESENCE OF QUORUM:** Chairman Reitz called the meeting to order at 6:37 pm and declared a quorum of the Committee is present to conduct the meeting.

**2. Citizen/Visitor Comments to be heard for items not on the agenda:** This is an opportunity for citizens to address the Impact Fee Advisory Committee concerning an issue of community interest that is not on the agenda. Comments on a specific agenda item must be made when the agenda item comes before the Committee. The Chair may place a time limit on all comments. Any deliberation of an issue raised during Citizen Comments is limited to a proposal to place it on the agenda for a later meeting. There were no person(s) with any public comment(s).

**3. APPROVAL OF MINUTES:** Minutes from the September 3, 2015 meeting of the Impact Fee Advisory Committee. *(City Staff)* Committee Member Oostermeyer made a motion to approve the minutes as written. Committee Member Mills seconded the motion. The motion was approved by a vote of 7 - 0.

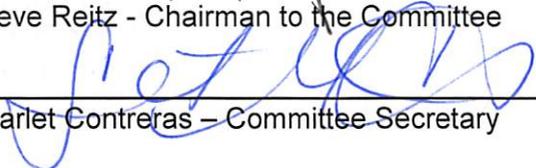
**4. DISCUSSION:** Regarding a summary of impact fees collected since September 3, 2013. *(City Staff)* Director Caleb Kraenzel addressed the Committee.

**5. DISCUSSION AND ACTION:** Regarding filing of semi-annual report to monitor and evaluate the implementation of Impact Fees, the Capital Improvement Plan (CIP), and Land Use assumptions. *(City Staff)* Director Caleb Kraenzel addressed the Committee regarding impact fees and Land Use assumptions. Committee Member Oostermeyer made a motion to approve the report for filing. Committee Member Haddock seconded the motion. The motion was approved by a vote of 7 - 0.

**6. DISCUSSION AND ACTION:** Establishing the next meeting date of the Impact Fee Advisory Committee. (City Staff) Director Caleb Kraenzel addressed the Committee. A motion was made by Committee Member Oostermeyer to schedule the next meeting date for September 1, 2016. Committee Member Haddock seconded the motion. The motion was approved by a vote of 7 – 0.

**7. ADJOURNMENT:** There being no further items to discuss, Committee Member Oostermeyer made a motion to adjourn the meeting. Committee Member Haddock seconded the motion. The motion was approved by a vote of 7– 0. The meeting was adjourned at 6:50 pm.

  
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Steve Reitz - Chairman to the Committee

  
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Scarlet Contreras – Committee Secretary