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**MINUTES  
CAPITAL IMPACT FEE ADVISORY COMMITTEE  
SPECIAL MEETING OF JUNE 23, 2022**

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*The Capital Impact Fee Advisory Committee of the City of Cedar Hill, Texas met on Thursday, June 23, 2022, at 4:00 p.m. in Conference Room D at the Cedar Hill Government Center, 285 Uptown Blvd., Bldg. 100, Cedar Hill, Texas 75104.*

*Present: Committee Members Greg Patton, Al Armistead, and Kirtland Speaks*

*Absent: Committee Member Scott Emmons*

*City Staff Members Present: Director of Planning, LaShondra Stringfellow; Director of Public Works, Tom Johnson; City Engineer, Robert Woodbury; Senior Planner, Maria Peña; Planner, Katherine Linares; and Planning Executive Secretary, Debra Kalsnes*

**1. Call the meeting to order.**

Chairperson Patton called the meeting to order at 4:00 p.m., declaring it an open meeting with the meeting notice duly posted.

**2. Public Comments**

There were no public comments.

**3. Regular Agenda**

1. Consider and take action to extend the required state mandated timeline to update the impact fee rate schedule and the Water and Wastewater Master Plans associated with impact fees.

Directors Stringfellow and Johnson briefed the Committee on the City's intent to update the capital impact fees and the request for an extension. A resolution has been drafted to be approved by City Council on June 28, 2022.

A motion was made by Committee Member Armistead for the city attorney to draft a letter to the State apprising them of the completion of the Comprehensive Plan which has been adopted and the preparation for bids to have our masterplan updated.

Ayes: 3 – Chairperson Patton, Committee Member Armistead and Kirtland Speaks

Nays: 0

Chairperson Patton declared the motion carried.

**4. Adjourn**

There being no further business, a motion to adjourn was made by Committee Member Armistead and seconded by Committee Member Speaks. The meeting adjourned at 4:15 p.m.

  
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Greg Patton  
Chairperson  
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Debra Kalsnes  
Planning Executive Secretary