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**MINUTES**  
**CAPITAL IMPACT FEE ADVISORY COMMITTEE**  
**SPECIAL MEETING OF MAY 4, 2023**

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The Capital Impact Fee Advisory Committee of the City of Cedar Hill, Texas met on Thursday, May 4, 2023, at 12:00 p.m. in the Third Floor Training Room at the Cedar Hill Government Center, 285 Uptown Blvd., Bldg. 100, Cedar Hill, Texas 75104.

Present: Chairperson, Scott Emmons; Vice-Chairperson, Rod Tyler; Committee Members Greg Patton, Al Armistead, and Kirtland Speaks

Absent: Committee Member Moises Ruiz

City Staff Members Present: Director of Public Works, Tom Johnson; Director of Neighborhood Services, Stacey Graves; Interim Finance Director, Jennifer Fung; Controller, Lauren McCarty; City Engineer, Robert Woodbury; Senior Planner, Maria Peña; Engineer in Training, Brittainie Cason; Planner, Katherine Linares; and Planning Executive Assistant, Debra Kalsnes

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

Chairperson Emmons called the meeting to order at 12:00 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. Update on status of Capital Impact Fee Study and Water, Sewer, and Thoroughfare Master Plan Amendments.**

Director Johnson introduced the Committee to Brandon Forsythe with Kimley-Horn who gave a presentation on Impact Fees 101.

**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 1:05 p.m.

  
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Scott Emmons  
Chairperson

  
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Debra Kalsnes  
Planning Executive Assistant