

**AGENDA**

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE REGULAR MEETING**

**02/28/2022**

**FLOWER MOUND TOWN HALL, 2121 CROSS TIMBERS ROAD  
FLOWER MOUND, TEXAS**

**6:00 P.M.**

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AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE AT [www.flower-mound.com/AgendaCenter](http://www.flower-mound.com/AgendaCenter)  
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Please silence or turn off all electronic devices.

Meeting participants may be asked to wait in the lobby until their name is called.

Comments regarding any agenda item can be sent to the Commission by emailing [pz@flower-mound.com](mailto:pz@flower-mound.com).

**A. CALL MEETING TO ORDER**

**B. INVOCATION**

**C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**

**D. PUBLIC COMMENT**

To speak to the Capital Improvements Advisory Committee during public comment, please fill out a comment form, which is located in the lobby near Jody Smith Hall.

- Speakers are limited to 3 minutes; a tone will sound at 30 seconds left and when time has expired.
- Please state your name and address when speaking.

The purpose of this item is to allow the public an opportunity to address the Committee on issues that are not indicated as a "Public Hearing" on this agenda. Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972-874-6000 during business hours.

**E. REGULAR ITEMS**

This part of the agenda consists of discretionary items either relating to zoning or a requested variation from the Town's development standards. If a public hearing is required, it will be noted in the item caption on the agenda. Typically, the Capital Improvements Advisory Committee will make a recommendation to Town Council on these types of projects.

1. Minutes of October 11, 2021: Consider approval of the minutes of the October 11, 2021, Capital Improvements Advisory Committee Regular Session.
2. Semi-Annual Impact Fee Report of September 30, 2021: Consider approval of the Semi-Annual Impact Fee Report of September 30, 2021 as required by Chapter 395 of the Texas Local Government Code.

Pursuant to Section 551.071 of the Texas Government Code, the Capital Improvements Advisory Committee reserves the right to consult in closed session with its attorney and to receive legal advice regarding any item listed on this agenda.

**F. ADJOURNMENT – REGULAR SESSION**

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall for the Town of Flower Mound, Texas, in a place convenient and readily accessible to the general public at all times and said Notice was also posted on the Town’s website in accordance with GC Section 551.056 on the following date and time: February 25, 2022, at 2:00 p.m., at least 72 hours prior to the scheduled time of said meeting.

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LauriAnn Cash, Executive Assistant

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodations or interpretive services must be made at least 48 hours prior to this meeting by contacting Planning Services at 972-874-6350.



**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**  
**AGENDA ITEM NO: 1**  
**REGULAR ITEM**

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**DATE:** February 28, 2022  
**FROM:** LauriAnn Cash, Development Services Executive Assistant  
**ITEM:** Consider approval of the minutes of the October 11, 2021, Capital Improvements Advisory Committee Regular Session.

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**I. BACKGROUND INFORMATION**

The Capital Improvements Advisory Committee held a regular meeting on October 11, 2021.

**II. ATTACHMENTS**

1. Draft Minutes

**THE FLOWER MOUND CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING HELD ON THE 11TH DAY OF OCTOBER 2021, IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS, AT 6:00 PM**

The Capital Improvements Advisory Committee met in a regular session with the following members present:

Brad Ruthrauff	Chair
Robert Cox	Vice-Chair
Janvier Werner	Commissioner, Place 3
James Naylor	Commissioner, Place 4
Greg Wilson	Commissioner, Place 5
Donald Gilmore	Commissioner, Place 6
Kathryn Wells	Commissioner, Place 7
Jason Hobbs	Commissioner, Place 8
Kris Wise	Representative of the Real Estate Industry
Reginald Rembert	Representative of the Development Industry

Constituting a quorum with the following members absent:

None

And the following members of Town staff present:

Alicia Kreh	Town Attorney
Lexin Murphy	Director of Planning Services
Brian Waltenburg	Assistant Director of Engineering
Robert Pegg	Assistant Director of Engineering
LauriAnn Cash	Executive Assistant

**A. CALL REGULAR SESSION TO ORDER (Council Chambers): 6:00 P.M.**

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

**C. GENERAL PUBLIC COMMENTS**

None

**D. REGULAR ITEMS**

**1. Consider approval of the minutes of the April 12, 2021, Capital Improvements Advisory Committee, Regular Session.**

**Commission Deliberation**

Commissioner Cox moved to approve the minutes of April 12, 2021. Commissioner Naylor seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Cox, Werner, Naylor, Wilson, Gilmore, Wells, Hobbs, Kilpper, Wise

**NAYS:** None

**ABSENT:** Rembert

The motion to approve passed with a vote of 9 to 0.

2. Consider approval of the Semi-Annual Impact Fee Report of March 31, 2021 as required by Chapter 395 of the Texas Local Government Code.

**Staff Presentation**

Brian Waltenburg, Assistant Director of Engineering

*(Development Industry Representative, Reginald Rembert, arrived at 6:15 P.M.)*

**Commission Deliberation**

Commissioner Werner moved to approve the Semi-Annual Impact Fee Report of September 30, 2020 as required by Chapter 395 of the Texas Local Government Code. Commissioner Wilson seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Wise, Kilpper, Hobbs, Wells, Gilmore, Wilson, Naylor, Werner, Cox

**NAYS:** None

**ABSTAIN:** Rembert

The motion to approve passed with a vote of 9 to 0 to 1.

- E. ADJOURNMENT – REGULAR SESSION 6:22 P.M.

**TOWN OF FLOWER MOUND, TEXAS**

Brian Waltenburg, Assistant Director of Engineering

**ATTEST:**

LauriAnn Cash, Executive Assistant



**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**  
**AGENDA ITEM NO: 2**  
**REGULAR ITEM**

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**DATE:** February 28, 2022

**FROM:** Brian Waltenburg, CIP Engineering Manager, P.E.

**ITEM:** **Consider approval of the Semi-Annual Impact Fee Report of September 30, 2021 as required by Chapter 395 of the Texas Local Government Code.**

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**I. BACKGROUND INFORMATION**

The Semi-Annual Impact Fee Report as of September 30, 2021 is presented to the Capital Improvements Advisory Committee (CIAC) for its review and recommendation to the Town Council regarding any perceived inequities. The CIAC's recommendation will be forwarded to the Town Council. Chapter 395 of the Texas Local Government Code provides guidelines to municipalities financing capital improvements, required for new development through impact fees. 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 Improvement Plan
- 4) File semi-annual 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
- 5) Advise the political subdivision of the need to update or revise the land use assumptions, Capital Improvements Plan, and impact fee

The Semi-Annual Impact Fee Report as required by Section 395.058 (c) (4) is attached. The report meets the intent of the code and includes total revenue and expenses collected and paid since the Town adopted its first impact fee ordinance on June 18, 1990 through September 30, 2021. Also included in the report are the revenues and expenses collected for the six-month period from April 1, 2021 through September 30, 2021. Roadway impact fees are reported by area, Wastewater impact fees are reported by district, and Water impact fees are reported on a Town-wide basis.

**II. ATTACHMENTS**

1. Semi-Annual Impact Fee Report as of September 30, 2021

Roadway Impact Fees as of September 30, 2021

<b>ROADWAY</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
<u>9/30/2021</u>				
A (1-6)	26,733,596	286,445	18,799,744	94,501
B (7-10,12)	3,662,499	107,699	1,100,981	46
C (11,13-16)	1,126,479	144,665	267,021	40,000
<b>Total</b>	<b>31,522,575</b>	<b>538,809</b>	<b>20,167,746</b>	<b>134,548</b>
<u>3/31/2021</u>				
A (1-6)	26,447,151	328,244	18,705,243	31,112
B (7-10,12)	3,554,801	71,845	1,100,934	9,172
C (11,13-16)	981,814	69,623	227,021	10,227
<b>Total</b>	<b>30,983,766</b>	<b>469,712</b>	<b>20,033,198</b>	<b>50,511</b>
<u>9/30/2020</u>				
A (1-6)	26,118,907	349,503	18,674,131	1,379,434
B (7-10,12)	3,482,956	76,587	1,091,762	70,200
C (11,13-16)	912,191	74,227	216,794	8,862
<b>Total</b>	<b>30,514,054</b>	<b>500,316</b>	<b>19,982,687</b>	<b>1,458,495</b>
<u>3/31/2020</u>				
A (1-6)	25,769,404	741,791	17,294,698	492,082
B (7-10,12)	3,406,369	68,601	1,021,562	12,000
C (11,13-16)	837,964	109,200	207,932	31,921
<b>Total</b>	<b>30,013,738</b>	<b>919,593</b>	<b>18,524,192</b>	<b>536,003</b>
<u>9/30/2019</u>				
A (1-6)	25,027,613	365,250	16,802,615	700,562
B (7-10,12)	3,337,768	148,365	1,009,562	0
C (11,13-16)	728,764	108,296	176,012	38,757
<b>Total</b>	<b>29,094,145</b>	<b>621,912</b>	<b>17,988,190</b>	<b>739,319</b>
<u>3/31/2019</u>				
A (1-6)	24,662,362	527,920	16,102,053	626,835
B (7-10,12)	3,189,403	86,573	1,009,562	0
C (11,13-16)	620,468	114,754	137,255	46,783
<b>Total</b>	<b>28,472,233</b>	<b>729,247</b>	<b>17,248,870</b>	<b>673,618</b>
<u>9/30/2018</u>				
A (1-6)	24,134,443	916,128	15,475,218	518,791
B (7-10,12)	3,102,830	80,379	1,009,562	0
C (11,13-16)	505,714	153,432	90,472	23,451
<b>Total</b>	<b>27,742,986</b>	<b>1,149,938</b>	<b>16,575,252</b>	<b>542,243</b>

Roadway Impact Fees as of September 30, 2021

<b>ROADWAY</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
<u>3/31/2018</u>				
A (1-6)	23,218,315	502,656	14,956,426	139,024
B (7-10,12)	3,022,451	253,920	1,009,562	0
C (11,13-16)	352,282	124,448	67,021	0
<b>Total</b>	<b>26,593,048</b>	<b>881,023</b>	<b>16,033,009</b>	<b>139,024</b>
<u>9/30/2017</u>				
A (1-6)	22,672,366	414,489	14,817,403	145,649
B (7-10,12)	2,748,689	172,730	1,009,562	0
C (11,13-16)	226,811	49,592	67,021	0
<b>Total</b>	<b>25,647,866</b>	<b>636,811</b>	<b>15,893,986</b>	<b>145,649</b>
<u>3/31/2017</u>				
A (1-6)	22,257,877	675,308	14,671,753	714,612
B (7-10,12)	2,575,959	0	1,009,562	0
C (11,13-16)	177,219	18,343	67,021	0
<b>Total</b>	<b>25,011,055</b>	<b>693,651</b>	<b>15,748,336</b>	<b>714,612</b>
<u>9/30/2016</u>				
A (1-6)	21,582,569	1,308,821	14,588,028	630,887
B (7-10,12)	2,575,959	23,533	1,009,562	0
C (11,13-16)	158,876	13,509	67,021	0
<b>Total</b>	<b>24,317,404</b>	<b>1,345,863</b>	<b>15,664,611</b>	<b>630,887</b>
<u>3/31/2016</u>				
A (1-6)	20,273,749	2,506,046	13,957,141	23,027
B (7-10,12)	2,552,426	25,157	1,009,562	0
C (11,13-16)	145,366	37,583	67,021	0
<b>Total</b>	<b>22,971,541</b>	<b>2,568,786</b>	<b>15,033,724</b>	<b>23,027</b>



Wastewater Impact Fees as of September 30, 2021

<b>WASTEWATER</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
<u>9/30/2021</u>				
Town Wide	18,019,110	(0)	18,019,110	(0)
Long Prairie	20,246,791	150,069	11,474,737	34,315
Denton Creek	2,563,879	731	2,413,989	(0)
Prairie Vista	1,316,565	0	1,300,000	0
Lakeside	2,689,936	153,227	402,417	0
	44,836,281	304,027	33,610,252	34,314
<u>3/31/2021</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	20,096,722	366,703	11,440,422	40,110
Denton Creek	2,563,148	7,732	2,413,989	0
Prairie Vista	1,316,565	7	1,300,000	0
Lakeside	2,536,709	187,983	402,417	(0)
	44,532,254	562,425	33,575,938	40,110
<u>9/30/2020</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	19,730,019	457,182	11,400,312	(40,472)
Denton Creek	2,563,148	19,427	2,413,989	0
Prairie Vista	1,316,558	4,932	1,300,000	0
Lakeside	2,348,726	278,963	402,417	177,757
	43,977,561	760,504	33,535,828	137,285
<u>3/31/2020</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	19,272,837	31,006	11,440,785	(69,244)
Denton Creek	2,543,721	(933,969)	2,413,989	(975,694)
Prairie Vista	1,311,626	1,301,626	1,300,000	1,290,000
Lakeside	2,069,763	462,104	224,660	(201,648)
	43,217,057	860,767	33,398,543	43,413
<u>9/30/2019</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	19,241,831	385,273	11,510,029	378,095
Denton Creek	3,477,690	22,031	3,389,683	0
Prairie Vista	10,000	0	10,000	0
Lakeside	1,607,659	150,641	426,308	0
	42,356,290	557,945	33,355,130	378,095
<u>3/31/2019</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	18,856,559	1,095,792	11,131,934	613,195
Denton Creek	3,455,659	36,678	3,389,683	5,475
Prairie Vista	10,000	(0)	10,000	0
Lakeside	1,457,018	296,232	426,308	102,074
	41,798,346	1,428,701	32,977,035	720,744

Wastewater Impact Fees as of September 30, 2021

<b>WASTEWATER</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
<u>9/30/2018</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	18,307,273	546,506	11,047,300	528,562
Denton Creek	3,429,743	10,762	3,389,683	5,475
Prairie Vista	10,000	(0)	10,000	0
Lakeside	1,237,327	76,540	423,808	99,574
	41,003,453	633,809	32,889,901	633,611
<u>3/31/2018</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	17,760,767	921,123	10,518,738	112,160
Denton Creek	3,418,981	23,290	3,384,208	0
Prairie Vista	10,000	0.00	10,000	0
Lakeside	1,160,787	9,872	324,234	0
	40,369,645	954,284	32,256,290	112,160
<u>9/30/2017</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	16,839,644	594,187	10,406,578	3,895
Denton Creek	22,370	0	789,666	1,250
Prairie Vista	3,430,691	3,025	3,464,468	1,250
Lakeside	1,150,915	5,059	326,733	1,250
	39,462,731	602,270	33,006,555	7,645
<u>3/17/2017</u>				
Town Wide	18,019,110	(0)	18,019,110	(0)
Long Prairie	16,245,458	641,115	10,402,683	9,730
Denton Creek	22,370	0	788,416	0
Prairie Vista	3,427,666	0	3,463,218	(0)
Lakeside	1,145,856	80,226	325,483	(0)
	38,860,460	721,341	32,998,910	9,730
<u>9/30/2016</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	15,604,343	598,240	10,392,953	114,743
Denton Creek	22,370	0	788,416	0
Prairie Vista	3,427,666	0	3,463,218	0
Lakeside	1,065,630	368,823	325,483	0
	38,139,119	967,063	32,989,180	114,742
<u>3/31/2016</u>				
Town Wide	18,019,110	0	18,019,110	0
Long Prairie	15,006,103	734,858	10,278,210	25,732
Denton Creek	22,370	0	788,417	361,732
Prairie Vista	3,427,666	0	3,463,218	25,732
Lakeside	696,808	74,135	325,483	242,392
	37,172,057	808,993	32,874,438	655,588

Water Impact Fees as of September 30, 2021

<b>WATER</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
9/30/2021	35,792,345	981,528	21,969,245	740,942
3/31/2021	34,810,817	1,008,964	21,228,304	294,064
9/30/2020	33,801,853	1,387,143	20,934,239	451,523
3/31/2020	32,414,710	1,285,355	20,482,717	374,842
9/30/2019	31,129,355	883,323	20,107,875	163,387
3/31/2019	30,246,032	1,236,126	19,944,487	138,407
9/30/2018	29,009,906	1,206,363	19,806,080	350,576
3/31/2018	27,803,543	1,212,683	19,455,504	99,879
9/30/2017	26,590,860	1,004,175	19,355,625	232,767
3/31/2017	25,586,685	943,410	19,122,858	612,782
9/30/2016	24,643,275	1,143,226	18,510,076	475,778
3/31/2016	25,586,685	943,410	19,122,858	612,782