



**AGENDA
TOWN OF FLOWER MOUND
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING**

SEPTEMBER 28, 2020

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

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AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE AT www.flower-mound.com/AgendaCenter
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There will be limited seating in Jody Smith Hall to allow for social distancing.
Meeting participants may be asked to wait in the lobby until their name is called.

A. CALL MEETING TO ORDER 6:00 P.M.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Commission 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.

D. REGULAR ITEMS

1. *Minutes of February 24, 2020*

Consider approval of the minutes of the February 24, 2020, Capital Improvements Advisory Committee Regular Session.

2. *Semi-Annual Impact Fee Report*

Consider approval of the Semi-Annual Impact Fee Report of March 31, 2020 as required by Chapter 395 of the Texas Local Government Code.

3. *Land Use Assumptions and Impact Fees*

Presentation of land use assumptions as they relate to the ongoing Master Plan and Impact Fee update projects, and opportunity for the Committee to ask questions and provide input.

E. ADJOURNMENT – REGULAR SESSION

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times, on the following date and time: September 24, 2020, at 4:00 p.m., at least 72 hours prior to the scheduled time of said meeting.

LauriAnn Cash, Executive Assistant

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.

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

DATE: September 28, 2020
FROM: LauriAnn Cash, Development Services Executive Assistant
ITEM: Consider approval of the minutes of the February 24, 2020, Capital Improvements Advisory Committee Regular Session.

I. BACKGROUND INFORMATION

The Capital Improvements Advisory Committee held a regular meeting on February 24, 2020.

II. ATTACHMENTS

1. Draft Minutes

THE FLOWER MOUND CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING HELD ON THE 24TH DAY OF AUGUST, 2019, 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:

David Johnson	Chair
Adam Schiestel	Committee Member
Rob Rawson	Committee Member
Philip Del Vecchio	Committee Member
Laura Dillon	Committee Member
Robert Cox	Committee Member
Timothy Fink	Committee Member
Reginald Rembert	Committee Member

Constituting a quorum with the following members absent:

Brad Ruthrauff	Vice-Chair
Thomas Pickering	Committee Member
Mark Glover	Committee Member

And the following members of Town staff present:

Brian Waltenburg	Assistant Director of Engineering
Robert Pegg	Assistant Director of Engineering
Lexin Murphy	Director of Planning Services
Chuck Russell	Principal Planner
Poornima Kashyap	Principal Planner
LauriAnn Cash	Executive Assistant

A. CALL TO ORDER: 6:00 P.M.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. REGULAR ITEMS

- 1. Consider approval of the minutes of the August 26, 2019, Capital Improvements Advisory Committee Regular Session.**

Commission Deliberation

Committee Member Dillon moved to approve the minutes of August 26, 2019, as presented. Committee Member Rembert seconded the motion.

VOTE ON THE MOTION

AYES: Schiestel, Rawson, Del Vecchio, Dillon, Cox, Fink, Rembert

NAYS: None

The motion passed with a vote of 7-0.

2. **Semi-Annual Impact Fee report as of September 30, 2019, as required by Chapter 395 of the Texas Local Government Code.**

Staff Presentation

Brian Waltenburg, Assistant Director of Engineering

Commission Deliberation

Committee Member Dillon moved to approve the minutes of August 26, 2019, as presented. Committee Member Cox seconded the motion.

VOTE ON THE MOTION

AYES: Schiestel, Rawson, Del Vecchio, Dillon, Cox, Fink, Rembert

NAYS: None

The motion passed with a vote of 7-0.

D. **ADJOURNMENT: 6:21 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

DATE: September 28, 2020
FROM: Brian Waltenburg, P.E., Assistant Director of Engineering
ITEM: Consider approval of the Semi-Annual Impact Fee Report of March 31, 2020 as required by Chapter 395 of the Texas Local Government Code.

I. BACKGROUND INFORMATION

The Semi-Annual Impact Fee Report as of March 31, 2020, 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 improvements 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 March 31, 2020. Also included in the report are the revenues and expenses collected for the six-month period from October 1, 2019 through March 31, 2020. Roadway impact fees are reported by area and wastewater impact fees are reported by district. Water impact fees are reported on a Town-wide basis.

II. ATTACHMENTS

1. Semi-Annual Impact Fee Report as of March 31, 2020

**Semiannual
Impact Fee Report
March 31, 2020**

STREETS	Rev Total	Rev This Per	Exp Total	Exp This Per	FY Total Rev
<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	
Total	30,013,738	919,593	18,524,192	536,003	
<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	
Total	29,094,145	621,912	17,988,190	739,319	
					FY 18-19 1,351,158
<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	
Total	28,472,233	729,247	17,248,870	673,618	
<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	
Total	27,742,986	1,149,938	16,575,252	542,243	
					FY 17-18 2,030,962
<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	
Total	26,593,048	881,023	16,033,009	139,024	
WATER					
	Rev Total	Rev This Per	Exp Total	Exp This Per	FY Total Rev
<u>3/31/2020</u>	32,414,710	1,285,355	20,482,717	374,842	
9/30/2019	31,129,355	883,323	20,107,875	163,387	FY 18-19 2,119,449
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	FY 17-18 2,419,046
3/31/2018	27,803,543	1,212,683	19,455,504	99,879	
WASTEWATER					
	Rev Total	Rev This Per	Exp Total	Exp This Per	FY Total Rev
<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)	
Total	43,217,057	860,767	33,398,543	43,413	
Area reallocations, due to prior allocations of non specified area revenues and costs					
<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	
Total	42,356,290	557,945	33,355,130	378,095	FY 2018-19 1,986,646
<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	
Total	41,798,346	1,428,701	32,977,035	720,744	
<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	
Total	41,003,453	633,809	32,889,901	633,611	FY 2017-18 2,382,985
<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	
Total	40,369,645	954,284	32,256,290	112,160	



CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
AGENDA ITEM NO: 3
REGULAR ITEM

DATE: September 28, 2020

FROM: Brian Waltenburg, P.E., Assistant Director of Engineering

ITEM: **Presentation of land use assumptions as they relate to the ongoing Master Plan and Impact Fee update projects, and opportunity for the Committee to ask questions and provide input.**

I. BACKGROUND INFORMATION

On October 7, 2019, a Professional Services Agreement with Kimley-Horn and Associates, Inc., for the professional services associated with the Water and Wastewater Master Plan Updates and Water, Wastewater, and Roadway Impact Fee Updates project, was approved by Town Council.

The project will update the Town's water and wastewater models to account for changes in existing and projected demands, land uses and capital improvements projects since the last update was performed in 2015. This project will also include recommendations for updates to the Town's five-year Water and Wastewater Capital Improvements Program.

The project will also update the Town's Impact Fee program. Impact fees allow the Town to recoup costs associated with infrastructure needed to serve new development. The Town is required by Chapter 395 of the Texas Local Government Code to update impact fees every five years. The Town's last impact fee update was done in 2015.