

**AGENDA**

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE REGULAR MEETING**

**10/11/2021**

**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 Planning & Zoning Commission 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 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.

**E. REGULAR ITEMS**

1. Minutes of April 12, 2021: Consider approval of the minutes of the April 12, 2021, Capital Improvements Advisory Committee Regular Session.
2. Semi-Annual Impact Fee Report of March 31, 2021: Consider approval of the Semi-Annual Impact Fee Report of March 31, 2021 as required by Chapter 395 of the Texas Local Government Code.

Pursuant to Section 551.071 of the Texas Government Code, the Planning and Zoning Commission 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: October 7, 2021, at 4:00 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:** October 11, 2021  
**FROM:** LauriAnn Cash, Development Services Executive Assistant  
**ITEM:** Consider approval of the minutes of the April 12, 2021, Capital Improvements Advisory Committee Regular Session.

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**I. BACKGROUND INFORMATION**

The Capital Improvements Advisory Committee held a regular meeting on April 12, 2021.

**II. ATTACHMENTS**

1. Draft Minutes

**THE FLOWER MOUND CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING HELD ON THE 12TH DAY OF APRIL 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 Rawson	Vice-Chair
Adam Schiestel	Commissioner, Place 2
James Naylor	Commissioner, Place 4
Philip Del Vecchio	Commissioner, Place 5
Donald Gilmore	Commissioner, Place 6
Janvier Werner	Commissioner, Place 9

Constituting a quorum with the following members absent:

Tim Fink	Commissioner, Place 7
Robert Cox	Commissioner, Place 8
Mark Glover	Representative of the Real Estate Industry
Reginald Rembert	Representative of the Development Industry

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
Claire Barnes	Planner
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 November 9, 2020, Capital Improvements Advisory Committee, Regular Session.**

**Commission Deliberation**

Vice-Chair Rawson moved to approve the minutes of November 9, 2020. Commissioner Gilmore seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Schiestel, Naylor, Del Vecchio, Rawson, Gilmore, Werner

**NAYS:** None

The motion to approve passed with a vote of 6 to 0.

2. Consider approval of the Semi-Annual Impact Fee Report of September 30, 2020 as required by Chapter 395 of the Texas Local Government Code.

**Staff Presentation**

Brian Waltenburg, Assistant Director of Engineering

**Commission Deliberation**

Vice-Chair Rawson 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 Schiestel seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Werner, Gilmore, Rawson, Del Vecchio, Naylor, Schiestel

**NAYS:** None

The motion to approve passed with a vote of 6 to 0.

- E. ADJOURNMENT – REGULAR SESSION 6:18 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:** October 11, 2021  
**FROM:** Brian Waltenburg, Assistant Director of Engineering, P.E.  
**ITEM:** **Consider approval of the Semi-Annual Impact Fee Report of March 31, 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 March 31, 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 March 31, 2021. Also included in the report are the revenues and expenses collected for the six-month period from October 1, 2020 through March 31, 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 March 31, 2021

<b>Roadway</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
<u>3/31/2021</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>
<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>

<b>WATER</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
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



**WASTEWATER**

	Rev Total	Rev This Per	Exp Total	Exp This Per
<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	562,424	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	2,555,416	11,695	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
	43,969,829	752,772	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
<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