

Impact Fee Capital Improvements Advisory Committee
December 13, 2022

The Impact Fee Capital Improvements Advisory Committee (IFCIAC) held a regular meeting on Tuesday, December 13, 2022 at 5:15 p.m. in the City Council Conference Room at 401 S. Rogers St., Waxahachie, TX

Members Present: Rick Keeler, Chairman
Jimmy Poarch, Vice Chairman
Melissa Ballard
Bonney Ramsey
Erik Test
Travis Smith
Brett Hess

Members Absent: Betty Square Coleman
David Hudgins
Ron Ansell

Others Present: Jennifer Pruitt, Senior Director of Planning
James Gaertner, Executive Director of Public Works & Engineering
Amber Villarreal, City Secretary

1. Call to Order
2. Invocation

Chairman Rick Keeler called the meeting to order and gave the invocation.

3. Public Comments

None.

4. Reorganize the Committee

Action:

Ms. Melissa Ballard moved to nominate Rick Keeler as Chairman. Mr. Brett Hess seconded, All Ayes.

Mr. Brett Hess moved to nominate Jimmy Poarch as Vice Chairman. Mr. Rick Keeler seconded, All Ayes.

5. Approval of minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of May 24, 2022

Action:

Ms. Bonney Ramsey moved to approve the minutes of the Impact Fee Capital Improvements Advisory Committee meeting of May 24, 2022. Ms. Melissa Ballard seconded, All Ayes.

6. Presentation to accept Impact Fee revenue and expenditure activity from April 1, 2022-September 30, 2022 and consider proposed increase to Impact Fee collection rates

Jennifer Pruitt, Senior Director of Planning, explained the end-of-year report identifies fees collected and expended, current and future projects, entitlements, and proposed increases to impact fees. She acknowledged the compilation of the report is a multi-departmental task and thanked those who contributed.

Amil Spencerberry, Utilities Business Operations Manager, reviewed the Impact Fee revenue and expenditure activity summary for October 1, 2021-September 30, 2022. He presented a brief summary of the projects which have been funded, or partially funded through the use of water impact fees during FY 21-22:

- BNSF Railroad 18" Water Transmission Line Phase 1 and Phase 2 (engineering design only)
- Distribution Line: Lofland Road/Ovilla Road Phase 1 (construction only)
- Dove Hollow (oversize participation)
- Howard Road Water Treatment Plant High Service Pump No. 5 (engineering and construction)
- Fire Station No. 4 Water Line (engineering design only)
- Debt Service

Anticipated FY 22-23 Water Impact Fee Expenditures:

- JP Tyler-Sunbelt Oversize Participation 16" Water Line
- Water Distribution System Master Plan Update-FY 23
- Distribution Line: Marshall Road/Ovilla Road Phase 2 (engineering design only)
- Cardinal Road Oversize Participation – 24" Water Line
- Saddlebrook Estates Phase III 16" Oversize Water Line Participation
- FM 878 at 287 Bypass 12" and 16" Water Line (engineering design only)
- IH-35 Water Main Lofland to Butcher (construction only)

Mr. Spencerberry stated the balance of Water Impact Fees, including revenues and expenses through September 30, 2022, total \$4,131,595.84. Ending balance of Sewer Impact Fees, including revenues and expenses through September 30, 2022, total \$3,121,949.15. He reviewed the summary of the projects which have been funded, or partially funded through the use of sewer impact fees during FY 21-22:

Sewer Impact Fee Expenditure Summary FY 21-22

- Wastewater Treatment Plant Improvements Project
- Jefferson Lift Station Capacity Expansion
- Debt Service

Anticipated FY 22-23 Sewer Impact Fee Expenditures

- Wastewater Collection Master Plan Update-FY23
- Wastewater Treatment Plant Master Plan Update
- Pine Meadows Oversize Wastewater Line Participation Project
- Lower Mustang Creek Trunk Sewer Phase 3 (engineering only)
- Grove Creek Parallel Gravity Trunk Sewer Phase IV (construction only)

Eneida Ojeda, Public Works Business Operations Manager, reviewed a table illustrating the revenues and expenditures for roadway impact fees from September 30, 2021 to September 30, 2022 totaling \$13,273,628.81. She noted the table includes seven (7) service areas.

She reviewed a summary of FY 21-22 Roadway Impact Fee Expenditures:

- Farley Street Service Area 4
- Marshall Road Service Area 1
- Dove Hollow-Vista Way Roadway Reimbursement Area 2

Ms. Ojeda also reviewed the Anticipated FY 22-23 Roadway Impact Fee Expenditures

- Left turn lane of Northgate onto Highway 77 Service Area 4
- Concept Plan for Broadhead Road Service Area 5

James Gaertner, Executive Director of Public Works and Engineering, reviewed the Impact Fee increase:

	Maximum Calculated Fee	Fees Imposed	Percent of Maximum
Water	\$3,275	\$2,216	67.66%
Wastewater	\$3,781	\$2,321	61.39%
Roadway*	\$1,196	\$1,103	92.22%

***Roadway Impact fee is the average of the Service Area Fees**

Mr. Gaertner provided a comparison to other cities regarding Water, Wastewater, and Roadway Impact Fee assessments and noted the City needs a funding plan to pay for the Capital Improvement Projects. Staff recommends increasing Impact Fees to collect the maximum allowed by law.

Council Member Travis Smith noted growth in Waxahachie has not stalled and the City needs to prepare to fund the infrastructure required.

Mr. Brett Hess and Mr. Jimmy Poarch explained development has slowed down in Waxahachie from what they can see from the real estate prospective.

Chairman Rick Keeler explained the options would be for the 13,000 platted (entitlement) lots incur the fees for adding to our infrastructure as opposed to passing that cost to the current residents.

Mr. Gaertner explained staff is requesting a recommendation from the committee to present to City Council for final approval. He noted City Council can determine the increase incrementally or all at once.

The committee and staff discussed growth and the need for increasing impact fees.

Action:

Mr. Erik Test moved to accept the Impact Fee End-of-Year Report and recommended increasing Water and Wastewater Impact Fees and Roadway Impact Fees to 100% of the maximum. Ms. Bonney Ramsey seconded, All Ayes.

7. Adjourn

There being no further business, the meeting adjourned at 6:10 p.m.

Respectfully submitted,

Amber Villarreal
City Secretary