

A G E N D A

A special meeting of the Impact Fee Capital Improvements Advisory Committee (IFCIAC) to be held at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas, on ***Monday, July 8, 2024 at 6:30 p.m.***

Committee Members:

Rick Keeler, Chairman
Erik Test, Vice Chairman
Bonney Ramsey
David Hudgins
Ron Ansell
Jeff Reed
Marlene Norcross
Brett Hess
Jimmy Poarch
Dalton Bradbury
Travis Smith

1. Call to Order
2. Invocation
3. ***Public Comments:*** Persons may address the Impact Fee Capital Improvements Advisory Committee on any issues. This is the appropriate time for citizens to address the Committee on any concern whether on this agenda or not. In accordance with the State of Texas Open Meetings Act, the Committee may not comment or deliberate such statements during this period, except as authorized by Section 551.042, Texas Government Code.
4. ***Approval*** of minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of May 14, 2024
5. ***Public Hearing*** to consider an amendment to the capital improvements plan (no change to the land use assumptions or impact fee is needed). The public has the right to appear at the hearing and present evidence for or against the update.
6. ***Consider*** recommendation of an amendment to the Capital Improvements Plan
7. Adjourn

The IFCIAC reserves the right to go into Executive Session as authorized by Section 551.071(2) of the Texas Government Code, for the purpose of seeking confidential legal advice from legal counsel on any agenda item listed herein. This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours ahead of the meeting. To make arrangements, call the City Secretary at 469-309-4006 or (TDD) 1-800-RELAY TX

***Notice of Potential Quorum
One or more members of the Waxahachie City Council and/or
Planning & Zoning Commission may be present at this meeting.***

The Impact Fee Capital Improvements Advisory Committee (IFCIAC) held a regular meeting on Tuesday, May 14, 2024 at 6:15 p.m. at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas.

Members Present: Rick Keeler, Chairman
Erik Test, Vice Chairman
Bonney Ramsey
David Hudgins
Ron Ansell
Marlene Norcross
Jimmy Poarch, Ad-Hoc Member
Brett Hess, Ad-Hoc Member

Members Absent: Travis Smith, Council Member Representative
Dalton Bradbury, Ad-Hoc Member

Others Present: Amber Villarreal, City Secretary
Jennifer Pruitt, Senior Director of Planning
Zack King, Senior Planner
Amil Spencer-Berry, Utilities Business Operations Manager
Justin Stoker, Senior Director of Public Works & Engineering

1. **Call to Order**
2. **Invocation**

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

3. **Public Comments**

None.

4. **Approval of minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of November 14, 2023**

Action:

Bonney Ramsey moved to approve minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of November 14, 2023. Motion was seconded by David Hudgins and carried unanimously (8-0).

5. **Hear the 2024 Impact Fee Revenue and Expenditure Activity Mid-Year Report**

Zack King, Senior Planner, explained the end-of-year report identifies fees collected and expended, current and future projects, entitlements, and proposed increases to impact fees. He acknowledged the compilation of the report is a multi-departmental task and thanked those who contributed.

Amil Spencer-Berry, Utilities Business Operations Manager, reviewed the revenues and expenditures for Water Impact Fees for October 1, 2023-March 31, 2024.

Current Fiscal Year	(Through 3/31/2024)
Beginning Balance	\$4,149,343.54
Revenues	\$1,423,985.80
Expenses	\$128,251.75
Ending Balance	\$5,445,077.59

He presented a brief summary of the projects which have been funded, or partially funded through the use of Water Impact Fees during FY 23-24:

- Distribution Line: Lofland Road/Ovilla Road Phase 1 (*Construction Phase*)
- Distribution Line: Marshall Road/Ovilla Road Phase 2 (*Engineering Design Phase*)
- Howard Road Water Treatment Plant High Service Pump No. 5 (*Construction Phase*)
- Water Distribution System Master Plan Update 2024 (*Professional Services*)
- Water Main Extension US77 to Old Italy Road (*Engineering Design Phase*)
- Debt Service

Anticipated FY 24 Water Impact Fee expenditures:

- IH-35 Water Main Lofland to Butcher Road (*Engineering Design Phase*)
- FM 878 at 287 Bypass 12" and 16" Oversize Waterline Participation (*Construction Phase*)
- Saddlebrook Estates Phase III 16" Oversize Water Line Participation (*Construction Phase*)

Mr. Spencer-Berry reviewed the revenues and expenditures for Sewer Impact Fees for October 1, 2023-March 31, 2024.

Current Fiscal Year	(Through 3/31/2024)
Beginning Balance	\$3,859,941.86
Revenues	\$1,336,832.07
Expenses	\$135,439.05
Ending Balance	\$5,061,334.88

He reviewed the summary of projects which have been funded, or partially funded through the use of Sewer Impact Fees during FY 23-24:

- Jefferson Lift Station Capacity Expansion (*Construction Phase*)
- Wastewater Collection Master Plan Update – FY23 (*Professional Services*)
- Wastewater Treatment Plant Master Plan Update (*Professional Services*)

- Grove Creek Parallel Gravity Trunk Sewer Phase IV (*Construction Phase*)
- Debt Service

Anticipated FY 24 Sewer Impact Fee expenditures

- Lower Mustang Creek Trunk Sewer Phase 3 (*Engineering Design Phase*)
- Pine Meadows Oversize Wastewater Line Participation (*Construction Phase*)

Justin Stoker, Senior Director of Public Works and Engineering, reviewed the revenues and expenditures for Roadway Impact Fees for October 1, 2023-March 31, 2024 within the seven (7) Service Areas.

Service Area	FY 2024 Start (10/1/2023)	Revenues	Interest Allocation	Expense	March 2024 End (03/31/2024)
Service Area 1	\$531,150.83	----	\$14,531.95	----	\$545,682.78
Service Area 2	\$4,705,832.40	\$537,860.29	\$143,464.12	----	\$5,387,156.81
Service Area 3	\$956,538.98	\$18,131.16	\$26,666.36	----	\$1,001,336.50
Service Area 4	\$2,162,483.25	\$15,082.57	\$51,369.02	\$300,000.00	\$1,928,934.84
Service Area 5	\$2,888,594.27	\$88,253.88	\$70,158.95	\$412,500.00	\$2,634,507.10
Service Area 6	\$2,508,543.32	\$207,841.14	\$74,318.56	----	\$2,790,703.02
Service Area 7	\$1,704,028.18	----	\$46,621.13	----	\$1,750,649.31
Interest	----	\$427,130.09	----	----	----
Total	\$15,457,171.23	\$1,294,299.13	\$427,130.09	\$712,500.00	\$16,038,970.36

He reviewed a summary of FY 24 Roadway Impact Fee expenditures:

- Left turn lane, with signal upgrades, from Northgate onto Highway 77 (Service Area 4)
- Broadhead Road Reconstruction (Service Area 5)

Mr. Stoker also reviewed the anticipated FY 24 Roadway Impact Fee expenditures:

- Ovilla Road Widening (FM 664) (Service Area 1)
- Farley Street (Service Area 4)
- Broadhead Road Reconstruction (*Construction Phase*) (Service Area 5)
- Engineering Design for Unnamed Road between Spur 394 and Howard Road (Service Area 6)

6. Consider recommendation of the 2024 Impact Fee Revenue and Expenditure Activity Mid-Year Report

Action:

David Hudgins moved to accept and recommend approval of the Impact Fee Revenue and Expenditure Activity Mid-Year Report 2023-2024 as presented by staff. Motion was seconded by Bonney Ramsey and carried unanimously (8-0).

7. Adjourn

There being no further business, the meeting adjourned at 6:39 p.m.

Respectfully submitted,

Amber Villarreal
City Secretary

Public Works & Engineering Department

Staff Report

Capital Improvement Plan Amendment



MEETING DATE(S)

IFCIAC: July 8, 2024
 Planning & Zoning Commission July 8, 2024
 City Council: July 15, 2024

APPLICANT REQUEST

The City is requesting an amendment to the Capital Improvements Plan.

CASE INFORMATION

Applicant: The City of Waxahachie

Property Owner(s): The CIP amendment impacts Property IDs: 294908 (WISD), 182049 (Bluejacket Group, LLC & Little Living Trust), 277093 & 284684 (Accru Family Limited Partnership LTD), 182037 (Ellen E Zinn), 277094 (City of Waxahachie), and 184701 (Kenneth H. Mitchell)

Site Acreage: N/A

SUBJECT PROPERTY

General Location: Generally located east of US 77, west and south of Howard Road, and north of the future Spur 394.

Parcel ID Number(s): 294908, 182049, 277093, 284684, 182037, 277094 & 184701

Current Zoning: SF-1 (All Properties)

Existing Use: Property ID: Undeveloped (All Properties).

Platting History: None of the impacted properties is currently platted

Site Aerial:



STAFF ANALYSIS

Proposed Use: The City of Waxahachie seeks to amend the current Impact Fee Capital Improvement Plan. The proposed amendment does not change any land use assumptions or impact fees.

Background: The Texas Department of Transportation (TxDOT) is proceeding with the design of Spur 394 on the south side of the City. Additionally, the Waxahachie Independent School District (WISD) is in design for a new high school that will be built north of that Spur. The North Central Texas Council of Governments (NCTCOG) and TxDOT have requested that the Spur not be the main recipient of traffic for the new high school. The current City of Waxahachie Thoroughfare Plan identifies a new roadway on the east side of the new high school that will receive the traffic and provide a roadway connection to the north.

After speaking with impacted property owners and external stakeholders, the City is proposing changes to the Impact Fee Capital Improvement Plan to avoid design complications and convey traffic to US 77, which is more capable of receiving northbound traffic. The Impact Fee Capital Improvement Plan and the Thoroughfare Plan are inherently connected to each other. The amendment to the Impact Fee Capital Improvement Plan is presented here for public comments, and the Thoroughfare Plan will subsequently be presented to the Planning and Zoning Commission. The City Council will consider both items for approval on July 15, 2024.

Staff Review: The proposed changes eliminate the need to design around a major drainage outfall south of the Senior Center and avoid creating a complicated intersection with Howard Road. The revision directs northbound traffic to US 77 further to the north, which is more capable of receiving the traffic. Shifting the proposed roadway to the east by 350 feet improves the ability of landowners to develop the property adjacent to the new roadway.

RECOMMENDATION

No action is necessary. State law only requires the Committee to solicit and provide comments on the proposed amendment.

ATTACHED EXHIBITS

1. Exhibit A – Effective Thoroughfare
2. Exhibit B – Proposed Thoroughfare

APPLICANT REQUIREMENTS

1. N/A

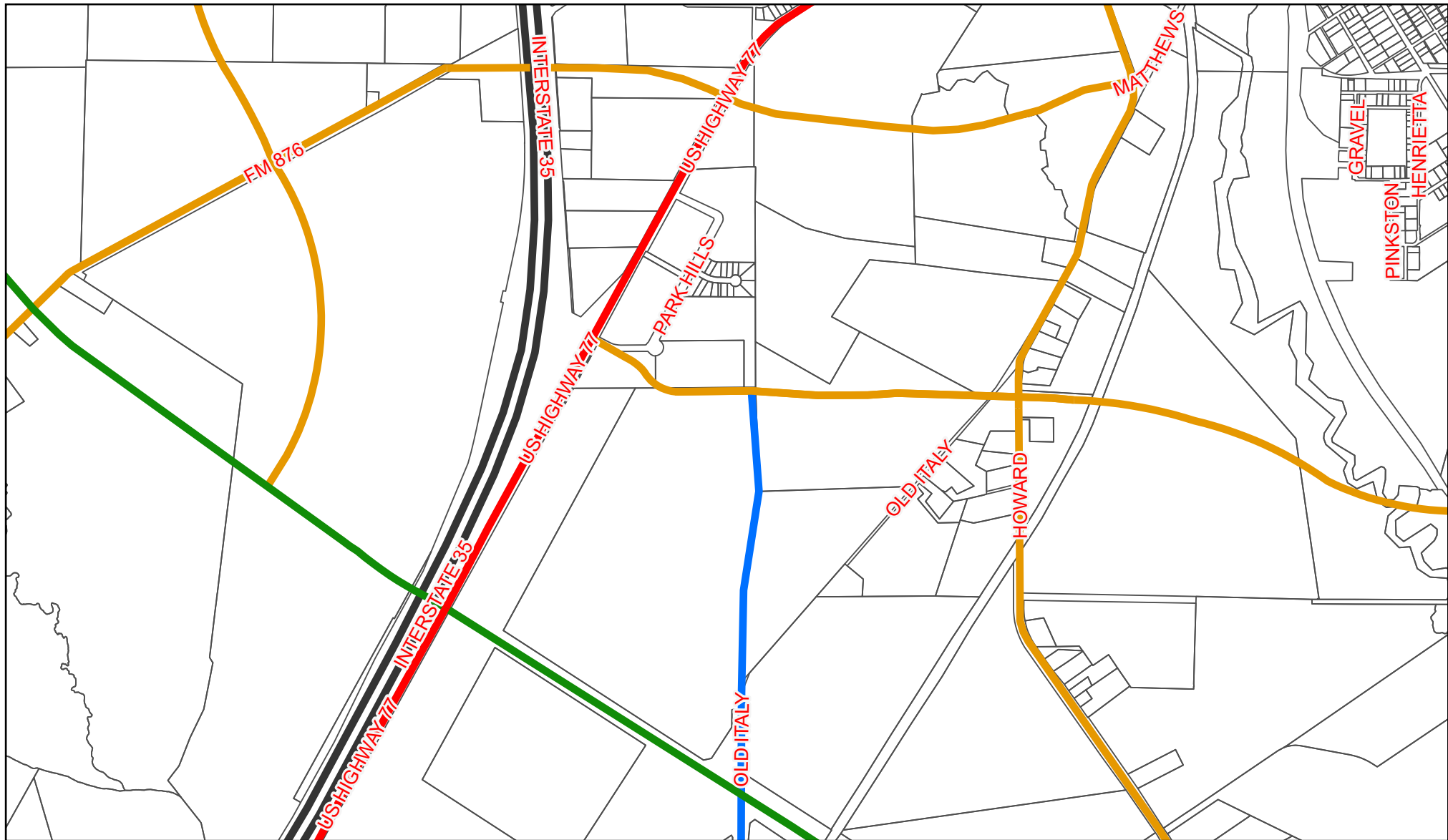
STAFF CONTACT INFORMATION

Prepared by:

Justin Stoker, PE, CFM, LEED-AP

Senior Director of Public Works and Engineering

justin.stoker@waxahachie.com



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US Feet

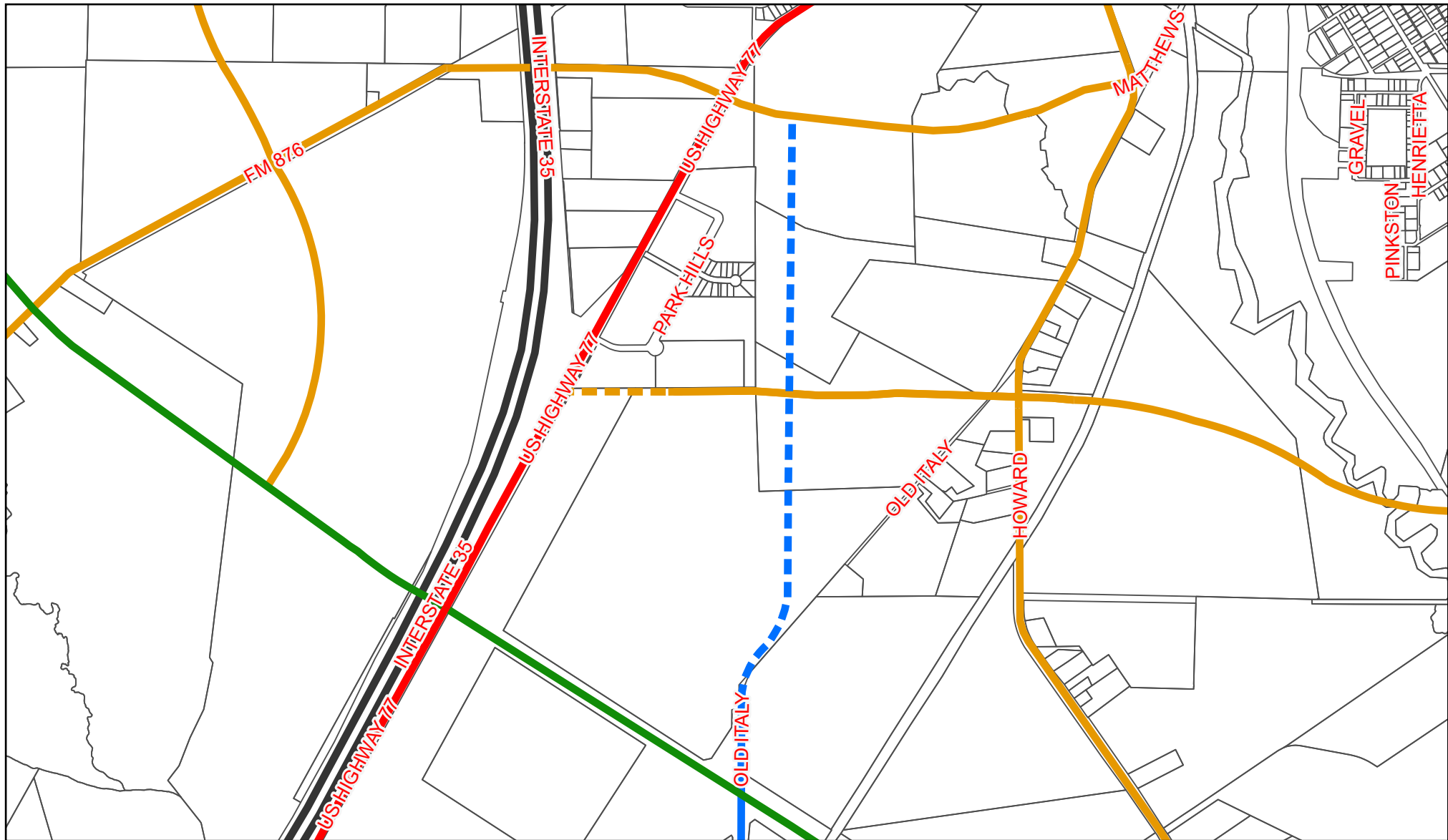
Thoroughfare ROW

- Highway
- Ex. A-MAJOR ARTERIAL (120')
- Ex. B-GREENWAY ARTERIAL (120')
- Ex. C-Minor Arterial (100')
- Ex. D-MAJOR COLLECTOR (80')

Effective Thoroughfare

Exhibit A

Note: Solid lines are the existing alignment based on 2023 Comprehensive Plan. The dashed line is the proposed thoroughfare revision for this ordinance.



Thoroughfare ROW

- Highway
- Ex. A-MAJOR ARTERIAL (120')
- Ex. B-GREENWAY ARTERIAL (120')
- Ex. C-Minor Arterial (100')
- Prop. C-Minor Arterial (100')
- Ex. D-MAJOR COLLECTOR (80')
- Prop. D-MAJOR COLLECTOR (80')

Proposed Thoroughfare Plan Revision Exhibit B

Note: Solid lines are the existing alignment based on 2023 Comprehensive Plan. The dashed line is the proposed thoroughfare revision for this ordinance.



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US Feet

Public Works & Engineering Department

Staff Report

Thoroughfare Plan Amendment



MEETING DATE(S)

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 Planning & Zoning Commission July 8, 2024
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RECOMMENDATION

Public Works and Engineering staff requests a positive recommendation to the City Council for this item.

ATTACHED EXHIBITS

1. Exhibit A – Effective Thoroughfare
2. Exhibit B – Proposed Thoroughfare

APPLICANT REQUIREMENTS

1. N/A

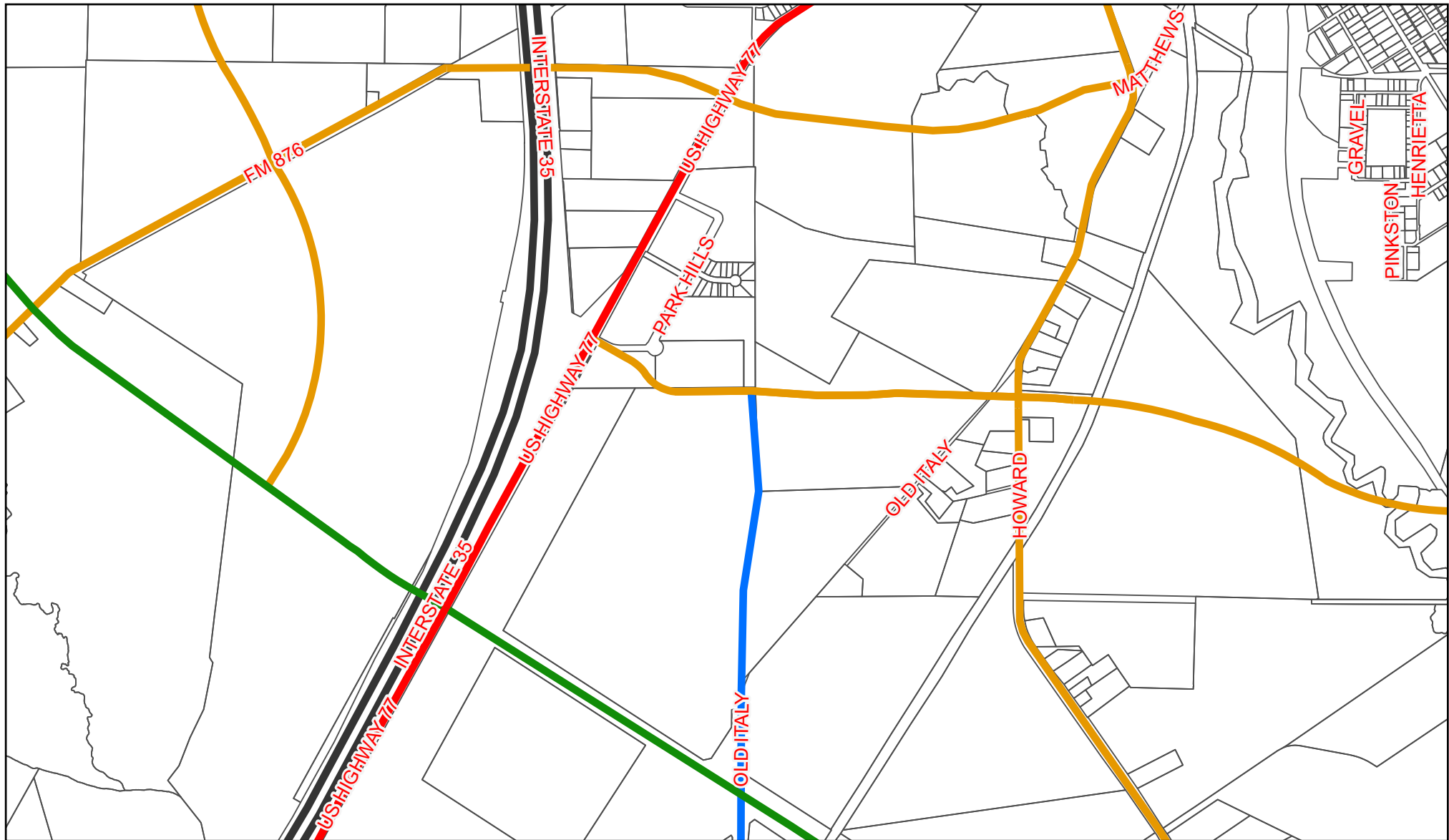
STAFF CONTACT INFORMATION

Prepared by:

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Senior Director of Public Works and Engineering

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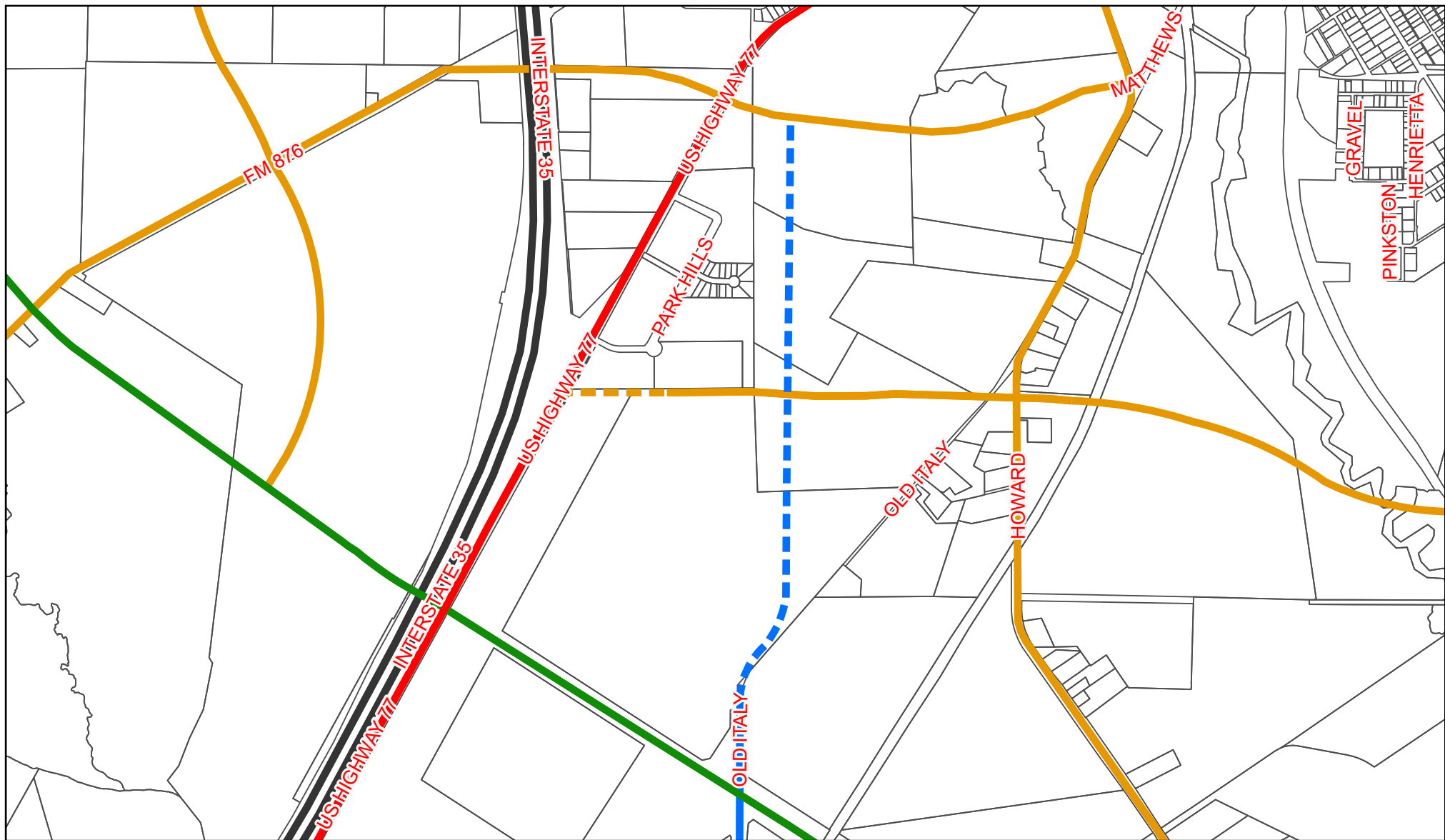
Thoroughfare ROW

- Highway
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- Ex. D-MAJOR COLLECTOR (80')

Effective Thoroughfare

Exhibit A

Note: Solid lines are the existing alignment based on 2023 Comprehensive Plan. The dashed line is the proposed thoroughfare revision for this ordinance.



Thoroughfare ROW

- Highway
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- Ex. B-GREENWAY ARTERIAL (120')
- Ex. C-Minor Arterial (100')
- Prop. C-Minor Arterial (100')
- Ex. D-MAJOR COLLECTOR (80')
- Prop. D-MAJOR COLLECTOR (80')

Proposed Thoroughfare Plan Revision

Exhibit B

Note: Solid lines are the existing alignment based on 2023 Comprehensive Plan. The dashed line is the proposed thoroughfare revision for this ordinance.



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US Feet