

A G E N D A

A regular 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 **May 12, 2026 at 6:15 p.m.**

Committee Members:

Wendy Johnson
Jenny Bridges
Terry Connor
Chad Hicks
Jimmy Poarch
Ryan Simpson
Bart Underwood
Dalton Bradbury, Ad-Hoc Member
Paul Colwell, Ad-Hoc Member
DeAnne Fite, Ad-Hoc Member
Doug Pate, Ad-Hoc Member
Travis Smith, City Council Liaison

1. Call to Order
2. Invocation
3. **Public Comments:** Persons may address the IFCIAC 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. *Speakers must observe the three (3) minute time limit.*

In order to be recognized during Public Comments please complete a Public Appearance Card located at the entrance of the meeting room. Please present the card(s) to the City Secretary, or their designee, by 6:05 p.m., ten minutes before the start of the 6:15 p.m. regular business meeting.

4. **Approval** of minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of November 10, 2025
5. **Hear** the 2026 Impact Fee Revenue and Expenditure Activity Mid-Year Report
6. **Consider** recommendation of the 2026 Impact Fee Revenue and Expenditure Activity Mid-Year Report
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 Monday, November 10, 2025 at 6:00 p.m. at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas.

Members Present: Jenny Bridges, Chair
 Jimmy Poarch, Vice Chair
 Terry Connor
 Chad Hicks
 Ryan Simpson
 Bart Underwood
 Paul Colwell
 DeAnne Fite
 Doug Pate
 Travis Smith

Members Absent: Wendy Johnson
 Dalton Bradbury

Others Present: Trenton Robertson, Senior Director of Planning
 Zack King, Planning Manager

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

Jenny Bridges called the meeting to order and Jimmy Poarch gave the invocation.

- 3. Public Comments**

None.

- 4. Reorganize the Committee**

Action:

Jimmy Poarch moved to nominate Jenny Bridges as Chairman of the Impact Fee Capital Improvements Advisory Committee. Motion was seconded by Paul Colwell and carried unanimously (10-0).

Action:

Doug Pate moved to nominate Jimmy Poarch as Vice Chairman of the Impact Fee Capital Improvements Advisory Committee. Motion was seconded by Bart Underwood and carried unanimously (10-0).

- 5. Approval of minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of July 8, 2025**

Action:

Jenny Bridges moved to approve minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of July 8, 2025. Motion was seconded by Jimmy Poarch and carried unanimously (10-0).

6. Presentation to accept Impact Fee revenue and expenditure activity from April 1, 2025 - September 30, 2025

Zack King, Planning Manager, introduced presenters and gave a brief overview of the definition and intent of impact fees.

Amil Spencer-Berry, Utilities Business Operations Manager, reviewed the revenues and expenditures for Water Impact Fees for October 1, 2024-September 30, 2025.

Current Fiscal Year	(Through 9/30/2025)
Beginning Balance	\$6,985,719.37
Revenues	\$3,185,378.00
Expenses	\$387,040.67
Ending Balance	\$9,823,924.40

He presented a brief summary of the projects which have been funded, or partially funded through the use of Water Impact Fees during FY 25:

- Distribution Line: Lofland Road/Ovilla Road Phase 2 (*Construction Phase*)
- Water Main Extension US77 to Old Italy Road (*Construction Phase*)
- IH-35 Water Main Lofland to Butcher Road (*Construction Phase*)
- Howard Road Water Treatment Plant High Service Pump No. 5 (*Professional Services*)
- Waxahachie Impact Fee Program Update (*Professional Services*)
- Howard Road Water Treatment Plant High Service Pump No. 5 (*Construction Phase*)
- Water Distribution System Master Plan Update 2024 (*Professional Services*)
- Debt Service

Anticipated FY 25 Water Impact Fee expenditures:

- Cardinal Road Water Transmission Line (*Professional Services*)
- 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, 2024-September 30, 2025.

Current Fiscal Year	(Through 9/30/2025)
Beginning Balance	\$4,981,891.50
Revenues	\$3,179,817.00
Expenses	\$260,149.48
Ending Balance	\$7,901,559.02

He reviewed the summary of projects which have been funded, or partially funded through the use of Sewer Impact Fees during FY 25:

- Waxahachie Impact Fee Program Update (*Professional Services*)
- Wastewater Collection Master Plan Update – FY23 (*Professional Services*)
- Wastewater Treatment Plant Master Plan Update (*Professional Services*)
- Debt Service

Anticipated FY 25 Sewer Impact Fee expenditures

- Wastewater Treatment Plant Expansion – Preliminary Design (*Professional Services*)
- High School Gravity Sewer from High School Property to Railroad (*Professional Services*)

Eneida Ojeda, Business Operations Manager, reviewed the revenues and expenditures for Roadway Impact Fees for October 1, 2024-September 30, 2025 within the seven (7) Service Areas.

Service Area	FY 2025 Start (10/1/2024)	Revenues	Interest Allocation	Expense	FY 2025 End (9/30/2025)
Service Area 1	\$562,754.26	-----	\$17,151.73	\$163,599.02	\$416,306.97
Service Area 2	\$6,127,535.13	\$1,497,843.66	\$317,222.01	\$242,985.28	\$7,699,615.52
Service Area 3	\$1,216,272.09	\$366,818.22	\$67,529.07	\$11,553.28	\$1,639,066.10
Service Area 4	\$1,968,624.43	\$87,541.53	\$87,857.16	\$11,533.29	\$2,132,469.83
Service Area 5	\$3,146,496.00	\$71,281.98	\$1,237,771.72	\$11,533.29	\$3,343,996.41
Service Area 6	\$3,016,193.60	\$302,780.92	\$111,796.98	\$717,234.19	\$2,217,537.31
Service Area 7	\$1,799,574.53	\$1,020,852.14	\$120,697.50	\$11,533.29	\$2,929,570.88
Interest	----	\$860,026.17	----	----	----
Total	\$17,837,450.04	\$4,207,144.62	\$860,026.17	\$1,170,031.64	\$20,874,563.02

She reviewed a summary of FY 25 Roadway Impact Fee expenditures:

- Left turn lane, with signal upgrades, from Northgate onto Highway 77 (Service Area 4)
- Broadhead Road Reconstruction (Service Area 5)
- New High School Road between Spur 394 and US 77 (Service Area 6)
- Waxahachie Impact Fee Program Update (*Professional Services*)

Ms. Ojeda also reviewed the anticipated FY 25 Roadway Impact Fee expenditures:

- Ovilla Road Widening (FM 664) (Service Area 1)
- Cardinal Road (power corridor to Vista Way) (Service Area 2)
- Farley Street (Service Area 4)
- Engineering Design for New High School Road between Spur 394 and US 77 (Service Area 6)

She reviewed the future Roadway Impact Fee Projects for FY 2026:

- Cardinal Road (power corridor to Vista Way) (Service Area 2)
- Cardinal Road (IH 35E to US 77) (Service Area 2)

Action:

Ryan Simpson moved to accept and recommend approval of the Impact Fee revenue and expenditure activity from April 1, 2025 to September 30, 2025, as presented. Motion was seconded by Jenny Bridges and carried unanimously (10-0).

7. Adjourn

There being no further business, the meeting adjourned at 6:28 p.m.

Respectfully submitted,
David Jones, Planner



Memorandum

To: Impact Fee Advisory Committee
From: Trenton Robertson, Senior Director of Planning
Thru: Ricky Boyd, City Manager *RB*
Date: May 12, 2026
Re: FY 2026 Impact Fee Revenue and Expenditure Activity Mid-Year Report

RECOMMENDED MOTION

"I move to accept and recommend approval of the Impact Fee Revenue and Expenditure Activity Mid-Year Report 2026 as presented by staff."

In August of 2025, City Council approved the 2025 Impact Fee Program Update. Updates to the Impact Fee Program are required every five years per Chapter 395 of the Texas Local Government Code. As part of the 2025 Impact Fee Program Update, land use assumptions, water, sewer, and roadway impact fees, and the Roadway Impact Fee Service Area boundaries were updated. These updates became effective on 9/17/2025.

In November of 2025, city staff presented the End-of-Year FY 2025 Impact Fee Revenue and Expenditure Activity Report to the Impact Fee Capital Improvement Advisory Committee (IFCIAC) and City Council. The activity summary detailed impact fee revenue and expenditures from October 1, 2024 to September 30, 2025. The following report entails the Impact Fee revenue and expenditure activity summary for the 2026 fiscal year, which includes data from October 1, 2025 to March 31, 2026.

Impact fees are authorized under Chapter 395 of the Texas Local Government Code and empower municipalities to levy a charge or assessment against new development to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to new development.

Impact Fee Revenues and Expenditures

The information below illustrates the revenues and expenditures for water, wastewater and roadway impact fees from October 1, 2025, to March 31, 2026, with a brief explanation of the associated spending from each project.

Water Impact Fees

Current Fiscal Year	(Through 03/31/2026)
Beginning Balance	\$10,396,613.01
Revenues	\$1,967,424.25
Expenses	\$2,425,466.35
Ending Balance	\$9,938,570.91

Water Impact Fee Expenditure Summary FY 2026

Below is a summary of the projects which have been funded or partially funded through the use of water impact fees during the FY 2026 budget year. The figures below are a total water impact fees allocated for each project and the status of the project, not the FY26 impact fee expenses.

Distribution Line: Lofland/Ovilla Road Phase 2 (Construction Phase)

This project is currently in the construction phase. The project scope includes the installation of a water transmission line along Ovilla Road between Marshall Road and US 287 Bypass. The project includes the installation of approximately 5,000 linear feet 24-inch diameter pipe. In FY 2023, \$672,575.00 was transferred from Water Impact Fees into this project. The construction is approximately 40% complete.

Water Main Extension US77 to Old Italy RD (Construction Phase)

This project is complete with construction and is in the closeout phase. The project extended approximately 2,100 linear feet of 24-inch water line and 3,000 linear feet of 12-inch water line from US 77 to Old Italy Road. This water line extension will serve the Waxahachie ISD's new high school and account for development near the construction of TxDOT's Spur 394. This year, \$2,800,000.00 was transferred from Water Impact Fees into this project. The walk-through has been completed, and we are waiting for the close out documents.

I-35 Water Main Lofland to Butcher (Construction Phase)

This project is complete. The project scope included the installation of a water transmission along the east right of way of I-35. The project includes the installation of approximately 4,230 linear feet of 18-inch water line connecting the existing 18-inch water lines at Butcher Road and Lofland Road's south side near the Owens Corning facility. In FY 2022, \$132,250.00 was transferred from Water Impact Fees into this project. The certificate of acceptance for the project was given on February 24, 2026.

Howard Road Water Treatment Plant Master Plan Update - (Professional Services)

Project scope is to update the Howard Water Treatment Facility Master Plan due to growth within the City planning area. In FY 2025, \$24,500.00 was transferred from Water Impact Fees into this project. The Consultant Engineer is currently wrapping up the report on the condition assessment of the Howard Water Treatment Plant assets. This project is 90% complete.

Howard Road WTP High Service Pump No.5 (Construction Phase)

The project scope included, but was not limited to, the addition of Pump No. 5 at the High Service Pump Station. Work also included the necessary electrical, instrumentation, and programming for a complete installation to enhance the treated water pumping capacity for the Howard Road Water Treatment Plant's distribution system. In FY 2022, \$718,263.00 was transferred from Water Impact Fees into this project fund. The project is now complete.

Debt Service

The City issues debt for financing long-term infrastructure capital improvements. Infrastructure includes those basic physical structures the government provides to support basic services, including improvements and new components to the City's utility system. Utility-related bond projects are largely financed by a portion of the monthly water fees paid by the City's utility customers. Additionally, water impact fees may be used to support and partially offset the required annual debt service for these bond funds. In FY 2026, water impact fees contributed \$98,300.00 toward the City's water debt service.

Anticipated FY 2026 Water Impact Fee Expenditures**Cardinal Road Water Transmission Line (Professional Services)**

This project involves the anticipated construction of approximately 2,400 linear feet of 24-inch water line extending from BNSF Railroad along Cardinal Road to US 77, as well as 4,000 linear feet of 16-inch water main along Cardinal Road connecting to the existing 16-inch water line at the intersection of Vista Way and Grove Creek Road. Project funding will be provided through a \$500,000.00 contribution from the Water Impact Fee Fund.

Saddle Brook Estates Phase III 16" Oversize Water Line Participation (Construction Phase)

This project is the City's anticipated oversize participation share in the construction of 1,160 linear feet of 16-inch diameter water line within the Saddlebrook Estates development. Funding for the project will include a contribution from the Water Impact Fee fund, with the specific obligation to be determined based on the developer's finalized plans.

FM 878 at 287 Bypass 16" Oversize Water Line Participation (Construction Phase)

This project is the City's anticipated oversize participation share in the construction of 4,200 linear feet of 16-inch diameter water line from Cleaver Street (west of 287 bypass), across 287 Bypass, to FM 878 (just east of 287 bypass). This is an offsite water line being installed by the Alpine Development. Funding for the project will include a \$416,000 contribution from the Water Impact Fee fund, with the specific obligation to be determined based on the developer's finalized plans.

Wastewater Impact Fees

Current Fiscal Year	(Through 03/31/2026)
Beginning Balance	\$4,610,371.40
Revenues	\$2,320,281.75
Expenses	\$132.62
Ending Balance	\$6,930,466.53

Wastewater Impact Fee Expenditure Summary FY 2026

Below is a summary of the projects which have been funded or partially funded through the use of wastewater impact fees during the FY 2026 budget year. The figures below are a total wastewater impact fees allocated for each project and the status of the project, not the FY26 impact fee expenses.

Wastewater Treatment Plant Master Plan Update (Professional Services)

The project scope was to update the Wastewater Treatment Facilities Master Plan due to growth within the City planning area. The project consisted of a Phase 1 to evaluate the existing plant site and two (2) additional sites to determine maximum amount of treatment capacity. Phase 2 of the project will provide planning level details of the treatment facilities needed to treat the flow identified in the Wastewater Treatment Master Plan and the location of the facilities. In FY 2022, \$276,000.00 was transferred from Wastewater Impact Fees into this project. The Consultant Engineer has finalized and submitted the master plan to the City. The project is now complete.

Debt Service

The City issues debt for financing long-term infrastructure capital improvements. Infrastructure includes those basic physical structures provided by the government to support basic services, including improvements and new components to the City's utility system. Utility-related bond projects are largely financed by a portion of the monthly sewer fees paid by the City's utility customers. Additionally, wastewater impact fees may be used to support and partially offset the required annual debt service for these bond funds. In FY 2026, wastewater impact fees contributed \$1,221,358.00 toward the City's wastewater debt service.

Anticipated FY 2026 Wastewater Impact Fee Expenditures**Wastewater Treatment Plant Expansion – Preliminary Design (Professional Services)**

This project involves preliminary design efforts to evaluate treatment processes, layout configurations, expansion phasing, and permitting requirements in coordination with TCEQ. Funding will be provided through a \$1,000,000.00 contribution from the Wastewater Impact Fee Fund.

Roadway Impact Fees

Below is a table illustrating the revenues and expenditures for Roadway Impact Fees from October 1, 2025, to March 31, 2026. This table includes figures for all seven (7) old service areas as opposed to just the five (5) new service areas adopted in September of 2025. The biannual impact fee reports will continue to show financial figures for the old service areas until all funds from the old service areas are fully spent or reallocated to the new districts. Revenues and expenses shown for Service Areas 6 & 7 during this reporting period are associated with projects within the old district boundaries that were platted and in permitting during the transition to the new service area boundaries. Roadway Impact Fees can only be spent within the Service Area in which they are collected.

Service Area	FY 2026 Start (10/01/2025)	Revenues	Interest Allocation	Expense	March 2026 End (03/31/2026)
Service Area 1	\$422,714.80	----	\$5,266.36	\$152,045.74	\$275,935.42
Service Area 2	\$7,701,628.03	\$658,094.14	\$162,309.38	\$17,692.40	\$8,504,339.15
Service Area 3	\$1,637,812.770	\$109,995.75	\$34,006.80	----	\$1,781,815.25
Service Area 4	\$2,108,149.36	\$116,641.85	\$43,287.37	----	\$2,268,078.58
Service Area 5	\$3,339,221.78	\$662,385.84	\$77,858.56	----	\$4,079,466.18
Service Area 6	\$2,663,368.58	\$40,152.36	\$51,620.47	\$50,442.81	\$2,704,698.60
Service Area 7	\$2,512,101.54	\$32,537.12	\$46,878.75	\$135,265.00	\$2,456,252.41
Interest	----	\$421,227.69	(\$421,227.69)	----	----
Total	\$20,384,996.79	\$2,041,034.75	----	\$355,445.95	\$22,070,585.59

Roadway Impact Fee Expenditure Summary FY 2026

Below is a summary of the projects which have been funded or partially funded through the use of Roadway impact fees during the FY 2026 budget year. The figures below are a total roadway impact fee allocated for each project and the status of the project, not the FY26 impact fee expenses.

Note that impact fee service area boundaries were revised on September 17, 2025 with the approval of the Impact Fee Update study. A map showing the revised boundaries has been provided below.

New High School Road between Spur 394 and US 77 - Service Area 6

This project was bid for construction. The project includes a four-lane concrete roadway from the new Spur 394 to the northwest for approximately 5,600 feet and then turns west on Matthews St for 850 feet to US 77. It includes left turn lanes near the new high school and new intersections at the connection with Old Italy Road and Matthews Street. Funding for construction is \$2,592,245 from old Roadway Impact Fee Service Area 6 (new Service Area 5) and the remainder is to be funded from FY 24 Street Bonds.

Ovilla Road Widening (FM 664) - Service Area 1

The Texas Department of Transportation (TxDOT) requires the City to reimburse the State for the ROW acquisition needed to widen FM 664. The city entered into an agreement with TxDOT to pay the initial cost of \$136,207 in 2022, and a yearly payment of \$152,045.74 from 2023 to 2026. A payment to TxDOT of \$152,045.74 was made on October 2025 from Impact Fee Service Area 1. The last payment for the TxDOT ROW is planned for Oct. 2026.

Farley Street - Service Area 4

This project includes the design and construction of a four-lane concrete arterial roadway between US 287 and the drive entrance to Brown-Singleton Park. The roadway will be widened to a four-lane concrete roadway with sidewalk, lighting, curb and gutter. Utilities will also be upgraded but funded separately (Impact Fees and Bonds). The design budget is \$792,561, and the land acquisition services budget is \$94,500, funded from Street Bonds. A total of \$135,265 from Roadway Impact Fees has been allocated to the project for future construction.

Cardinal Road (US 77 to I-35E) – Service Area 2

This project includes the conceptual plan and preliminary design of a 4-lane road and bridge to connect Cardinal Road from US 77 to I-35. \$500,000 was allocated from the Roadway Impact Fees Service Area 2, to prepare a conceptual plan/preliminary engineering to facilitate project discussions with Oncor, Tarrant Regional Water District (TRWD), Union Pacific Railroad, and grant writers. This project will take time due to the complexity of the coordination with Oncor high voltage transmission line relocations, TRWD raw water lines/easements, Union Pacific Railroad and seeking federal grants for this project.

Anticipated FY 2026 Roadway Impact Fee Expenditures

Future projects for Roadways that may utilize impact fee money include:

Cardinal Road (power corridor to Vista Way) – Service Area 2

Construction of this project is in conjunction with private development and is anticipated to begin in either late FY26 or FY27. Development proposed at the intersection of US 77 and Grove Creek Road will construct a portion of Cardinal Road as a four-lane divided roadway from US 77 eastward to a power corridor. Cardinal Road is on the Impact Fee Capital Improvement Plan. This project is eligible for Impact Fee funding for engineering and construction of the roadway extension from the power corridor to Vista Way.

Future Roadway Impact Fee Projects**Main Street and Brookside Road ROW – Service Area 4**

The City is responsible for the ROW acquisition at the east side of the intersection of Main Street and Brookside road, when the Kemp Tract subdivision is developed. Upon receipt of the design plans we will begin the ROW acquisition process. The ROW acquisition along Main Street and Brookside is eligible for Impact Fee funding.

Next Steps

Upon receiving acceptance of this report by the Impact Fee Advisory Committee, staff will provide it to City Council for consideration. Staff will continue to provide periodic updates to the Impact Fee Advisory Committee regarding the use of impact fees and the progress on the overall Capital Improvement Plan. Staff intends to provide its next Impact report to the Advisory Committee in the Fall of 2026, covering revenues and expenses for the period from October 1, 2025 through September 30, 2026.

Roadway Impact Fee Service Area Map

(Effective September 17, 2025)

