

Impact Fee Capital Improvements Advisory Committee
May 14, 2024

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