

Impact Fee Capital Improvements Advisory Committee
October 15, 2024

The Impact Fee Capital Improvements Advisory Committee (IFCIAC) held a regular meeting on Tuesday, October 15, 2024 at 6:00 p.m. at the Waxahachie Civic Center, 2000 Civic Center Lane, Meeting Rooms A and B, Waxahachie, Texas.

Members Present: Rick Keeler, Chairman
Marlene Norcross, Vice Chairman
David Hudgins
Jeff Reed
Wendy Johnson
Chad Hicks
Jimmy Poarch, Ad-Hoc Member
Paul Colwell, Ad-Hoc Member
Doug Pate, Ad-Hoc Member

Members Absent: Jenny Bridges
Dalton Bradbury, Ad-Hoc Member
Travis Smith, City Council Member

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

- 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:

David Hudgins moved to nominate Rick Keeler as Chairman. Motion was seconded by Jeff Reed and carried 7-0-1 with Rick Keeler abstaining.

David Hudgins moved to nominate Marlene Norcross as Vice Chairman. Motion was seconded by Jeff Reed and carried 7-0-1 with Marlene Norcross abstaining.

5. Approval of minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of July 8, 2024

Action:

Jimmy Poarch moved to approve minutes of the regular Impact Fee Capital Improvements Advisory Committee meeting of July 8, 2024. Motion was seconded by David Hudgins and carried unanimously (9-0).

6. Presentation to accept Impact Fee revenue and expenditure activity from April 1, 2024 - September 30, 2024

Zack King, Planning Manager, 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-September 30, 2024.

Current Fiscal Year	(Through 9/30/2024)
Beginning Balance	\$4,149,343.54
Revenues	\$3,130,625.91
Expenses	\$317,784.65
Ending Balance	\$6,962,184.80

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 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*)
- IH-35 Water Main Lofland to Butcher Road (*Construction Phase*)
- Debt Service

Anticipated FY 25 Water Impact Fee expenditures:

- FM 878 at 287 Bypass 12" and 16" Oversize Waterline Participation (*Construction Phase*)
*currently on hold
- Saddlebrook Estates Phase III 16" Oversize Water Line Participation (*Construction Phase*)
*currently on hold

{Doug Pate arrived at 6:13 p.m.}

Mr. Spencer-Berry reviewed the revenues and expenditures for Sewer Impact Fees for October 1, 2023-September 30, 2024.

Current Fiscal Year	(Through 9/30/2024)
Beginning Balance	\$3,859,941.86
Revenues	\$2,895,718.58
Expenses	\$1,700,737.16
Ending Balance	\$5,054,923.28

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 25 Sewer Impact Fee expenditures

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

Eneida Ojeda, Public Works & Engineering Business Operations Manager, reviewed the revenues and expenditures for Roadway Impact Fees for October 1, 2023-September 30, 2024 within the seven (7) Service Areas.

Service Area	FY 2024 Start (10/1/2023)	Revenues	Interest Allocation	Expense	March 2024 End (09/30/2024)
Service Area 1	\$531,150.83	\$3,044.10	\$28,427.54	----	\$562,622.47
Service Area 2	\$4,705,832.40	\$1,110,735.23	\$309,532.58	----	\$6,126,100.21
Service Area 3	\$956,538.98	\$198,008.28	\$61,440.01	----	\$1,215,987.27
Service Area 4	\$2,162,483.25	\$244,735.07	\$99,445.11	\$538,500.00	\$1,968,163.43
Service Area 5	\$2,888,594.27	\$139,169.58	\$139,173.03	\$412,500.00	\$2,754,436.88

Service Area 6	\$2,508,543.32	\$416,728.96	\$155,258.99	7,729.94	\$3,072,801.33
Service Area 7	\$1,704,028.18	\$4,067.14	\$90,897.45	----	\$1,798,992.77
Interest	----	\$884,174.72	----	----	----
Total	\$15,457,171.23	\$3,000,663.08	\$884,174.72	\$958,729.94	\$17,499,104.37

She 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) *This project has been postponed by City Council.

Ms. Ojeda 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) *This project has been postponed by City Council.
- Roadway Impact Fee Service Area Boundary Analysis

Action:

Jeff Reed moved to accept and recommend approval of the 2023-2024 Impact Fee Revenue and Expenditure Activity End of Year Report, as presented by staff. Motion was seconded by Paul Colwell and carried unanimously (9-0).

7. Adjourn

There being no further business, the meeting adjourned at 6:21 p.m.

Respectfully submitted,

Amber Villarreal
City Secretary