



**AGENDA  
TOWN OF FLOWER MOUND  
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING**

**APRIL 12, 2021**

**FLOWER MOUND TOWN HALL  
2121 CROSS TIMBERS ROAD  
FLOWER MOUND, TEXAS**

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AN AGENDA INFORMATION PACKET IS AVAILABLE ONLINE AT [www.flower-mound.com/AgendaCenter](http://www.flower-mound.com/AgendaCenter)  
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**There will be limited seating in Jody Smith Hall to allow for social distancing.  
Meeting participants may be asked to wait in the lobby until their name is called.**

- A. CALL MEETING TO ORDER 6:00 P.M.**
- B. INVOCATION AND PLEDGE OF ALLEGIANCE**
- C. PUBLIC COMMENT**

The purpose of this item is to allow the public an opportunity to address the Commission on issues that are not indicated as a "Public Hearing" on this agenda. Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972-874-6000 during business hours.

Please state your name and address when speaking. Speakers are limited to 3 minutes. A tone will sound when 30 seconds are left and when time has expired.

**D. REGULAR ITEMS**

- 1. *Minutes of November 9, 2020*

Consider approval of the minutes of the November 9, 2020, Capital Improvements Advisory Committee Regular Session.

- 2. *Semi-Annual Impact Fee Report of September 30, 2020*

Consider approval of the Semi-Annual Impact Fee Report of September 30, 2020 as required by Chapter 395 of the Texas Local Government Code.

**E. ADJOURNMENT – REGULAR SESSION**

I do hereby certify that the Notice of Meeting was posted on the bulletin board in Town Hall of the Town of Flower Mound, Texas, a place convenient and readily accessible to the general public at all times, on the following date and time: April 8, 2021, at 2:00 p.m., at least 72 hours prior to the scheduled time of said meeting.

\_\_\_\_\_  
LauriAnn Cash, Executive Assistant

Pursuant to Section 551.071 of the Texas Government Code, the Capital Improvements Advisory Committee reserves the right to consult in closed session with its attorney and to receive legal advice regarding any item listed on this agenda.

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodations or interpretive services must be made at least 48 hours prior to this meeting by contacting Planning Services at (972) 874-6350.



**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**  
**AGENDA ITEM NO: 1**  
**REGULAR ITEM**

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**DATE:** April 12, 2021  
**FROM:** LauriAnn Cash, Development Services Executive Assistant  
**ITEM:** Consider approval of the minutes of the November 9, 2020, Capital Improvements Advisory Committee Regular Session.

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**I. BACKGROUND INFORMATION**

The Capital Improvements Advisory Committee held a regular meeting on November 9, 2020.

**II. ATTACHMENTS**

1. Draft Minutes

**THE FLOWER MOUND CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING HELD ON THE 9TH DAY OF NOVEMBER 2020, IN THE FLOWER MOUND TOWN HALL, LOCATED AT 2121 CROSS TIMBERS ROAD IN THE TOWN OF FLOWER MOUND, COUNTY OF DENTON, TEXAS, AT 6:00 PM**

The Capital Improvements Advisory Committee met in a regular session with the following members present:

Brad Ruthrauff	Chair
Robert Rawson	Vice-Chair
Adam Schiestel	Commissioner, Place 2
David Johnson	Commissioner, Place 4
Philip Del Vecchio	Commissioner, Place 5
Donald Gilmore	Commissioner, Place 6
Tim Fink	Commissioner, Place 7
Robert Cox	Commissioner, Place 8
Janvier Werner	Commissioner, Place 9
Reginald Rembert	Representative of the Development Industry

Constituting a quorum with the following members absent:

Mark Glover	Representative of the Real Estate Industry
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And the following members of Town staff present:

Alicia Kreh	Town Attorney
Tiffany Bruce	Executive Director of Public Works
Brian Waltenburg	Assistant Director of Engineering
Robert Pegg	Assistant Director of Engineering
Chuck Russell	Principal Planner
LauriAnn Cash	Executive Assistant

**A. CALL REGULAR SESSION TO ORDER (Council Chambers): 6:00 P.M.**

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

**C. GENERAL PUBLIC COMMENTS**

None

**D. REGULAR ITEMS**

**1. Consider approval of the minutes of the September 28, 2020, Capital Improvements Advisory Committee, Regular Session.**

**Commission Deliberation**

Commissioner Johnson moved to approve the minutes of September 28, 2020. Vice-Chair Rawson seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Fink, Gilmore, Rawson, Del Vecchio, Johnson, Schiestel, Cox, Werner, Rembert

**NAYS:** None

The motion to approve passed with a vote of 9 to 0.

2. Consider a recommendation to amend the Town of Flower Mound land use assumptions and capital improvements plan and the imposition of an impact fee.

**Staff Presentation**

Anthony Samarripas, Kimley-Horn  
Jeff Whitacre, Kimley-Horn  
Brian Waltenburg, Assistant Director of Engineering

**Commission Deliberation**

Commissioner Johnson moved to recommend approval of the Impact Fee Update, along with recommending that consideration be given to the idea of assessing water impact fees to HOAs for common areas at a non-residential rate. Commissioner Rembert seconded the motion.

**VOTE ON THE MOTION**

**AYES:** Rembert, Werner, Cox, Schiestel, Johnson, Del Vecchio, Rawson, Gilmore, Fink

**NAYS:** None

The motion to approve passed with a vote of 9 to 0.

**E. ADJOURNMENT – REGULAR SESSION 6:47 P.M.**

**TOWN OF FLOWER MOUND, TEXAS**

\_\_\_\_\_  
**Brian Waltenburg, Assistant Director of Engineering**

**ATTEST:**

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**LauriAnn Cash, Executive Assistant**



**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING**  
**AGENDA ITEM NO: 2**  
**REGULAR ITEM**

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**DATE:** April 12, 2021  
**FROM:** Brian Waltenburg, CIP Engineering Manager, P.E.  
**ITEM:** Consider approval of the Semi-Annual Impact Fee Report of September 30, 2020 as required by Chapter 395 of the Texas Local Government Code.

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**I. BACKGROUND INFORMATION**

The Semi-Annual Impact Fee Report as of September 30, 2020, is presented to the Capital Improvements Advisory Committee (CIAC) for its review and recommendation to the Town Council regarding any perceived inequities. The CIAC's recommendation will be forwarded to the Town Council. Chapter 395 of the Texas Local Government Code provides guidelines to municipalities financing capital improvements, required for new development through impact fees. The advisory committee serves in an advisory capacity and is established to:

- 1) Advise and assist the political subdivision in adopting land use assumptions
- 2) Review the capital improvements plan and file written comments
- 3) Monitor and evaluate implementation of the capital improvements plan
- 4) File semi-annual reports with respect to the progress of the capital improvements plan and report to the political subdivision any perceived inequities in implementing the plan or imposing the impact fee
- 5) Advise the political subdivision of the need to update or revise the land use assumptions, capital improvements plan, and impact fee

The Semi-Annual Impact Fee Report as required by Section 395.058 (c) (4) is attached. The report meets the intent of the code and includes total revenue and expenses collected and paid since the Town adopted its first impact fee ordinance on June 18, 1990, through September 30, 2020. Also included in the report are the revenues and expenses collected for the six-month period from March 31, 2020, through September 30, 2020. Roadway impact fees are reported by area, Wastewater impact fees are reported by district, and Water impact fees are reported on a Town-wide basis.

**II. ATTACHMENTS**

1. Semi-Annual Impact Fee Report as of September 30, 2020

**Semiannual  
Impact Fee Report  
9/30/2020**

<b>ROADWAY</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
<u>9/30/2020</u>				
A (1-6)	\$ 26,118,907	\$ 349,503	\$ 18,674,131	\$ 1,379,434
B (7-10,12)	\$ 3,482,956	\$ 76,587	\$ 1,091,762	\$ 70,200
C (11,13-16)	\$ 912,191	\$ 74,227	\$ 216,794	\$ 8,862
<b>Total</b>	<b>\$ 30,514,054</b>	<b>\$ 500,316</b>	<b>\$ 19,982,687</b>	<b>\$ 1,458,495</b>

  

<b>WATER</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
<u>9/30/2020</u>				
Town Wide	\$ 33,801,853	\$ 1,387,143	\$ 20,934,239	\$ 451,523

  

<b>WASTEWATER</b>	<b>Rev Total</b>	<b>Rev This Per</b>	<b>Exp Total</b>	<b>Exp This Per</b>
<u>9/30/2020</u>				
Town Wide	\$ 18,019,110	\$ -	\$ 18,019,110	\$ -
Long Prairie	\$ 19,730,019	\$ 457,182	\$ 11,400,312	\$ (40,472)
Denton Creek	\$ 2,555,416	\$ 11,695	\$ 2,413,989	\$ -
Prairie Vista	\$ 1,316,558	\$ 4,932	\$ 1,300,000	\$ -
Lakeside	\$ 2,348,726	\$ 278,963	\$ 402,417	\$ 177,757
	<b>\$ 43,969,829</b>	<b>\$ 752,772</b>	<b>\$ 33,535,828</b>	<b>\$ 137,285</b>