

To: Honorable Mayor Gregory C. Maxton and City Council Members  
City of Fair Oaks Ranch

**Capital Improvements Advisory Committee Semiannual Progress Report  
September 1, 2022 Meeting**

Overview:

A Capital Improvements Plan is required by LGC § 395, *Financing Capital Improvements Required by New Development in Municipalities, Counties and Certain other Local Governments*. The plan is to identify capital improvements or facility expansions required by new service units projected; and to include a description of the service area and projection of changes in land uses, densities, intensities, and populations in the service area over a 10-year period. Since the City imposes an impact fee, a periodic review shall be performed at least every five years to determine the need of updating the plans and/or impact fees.

To partially pay for the extension of its Water and Wastewater systems attributable to new development, the City of Fair Oaks Ranch has opted to charge impact fees as allowed under Texas Local Government Code Title 12. Subtitle C. Chapter 395 (Code).

The Code requires the governing body (City) to appoint a Capital Improvements Advisory Committee (CIAC). The CIAC serves in an advisory capacity and is established to:

1. advise and assist the City 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 semiannual reports with respect to the progress of the capital improvements plan and report to the City any perceived inequities in implementing the plan or imposing the impact fee; and
5. advise the City of the need to update or revise the land use assumptions, capital improvements plan, and impact fee.

Progress Report:

Chairperson Mebane called the semi-annual CIAC meeting to order at 9:00 AM, Thursday, September 1, 2022. Below are the members present at roll call along with their designation and term expiration:

Paul Mebane, Chair (At Large) 9/30/22  
Vice Chair Chris Weigand (Real Estate) 9/30/23  
Dana Green (Development) 9/30/22  
Joe DeCola (Real Estate) 9/30/24  
John Guidry (At Large) 9/30/24  
Seth Mitchell (At Large) 9/30/24  
Marcus Garcia (Development) 9/30/22  
Ben Koerner (At Large) 9/30/23

Chairperson Mebane declared a quorum present.

Absent were:

Arthur Waterman (Building) 9/30/23

Council and Staff Present:

Emily Stroup – Council Representative

Gregory C. Maxton, Mayor

Grant Watanabe, P.E. – Director of Public Works & Engineering Services

Katherine Schweitzer, P.E. – Manager of Engineering Services

Sandra Gorski, Public Works Administrative Assistant

Scott Huizenga, Assistant City Manager, Administrative Services

Amanda Valdez, TRMC – Deputy City Secretary

Following introductions, staff provided updates on Capital Improvement Plans and Impact Fee Capital Projects. Staff also provided an update on Land Use Assumptions and answered questions of the members. The Committee voted to recommend approval of a revised version of the Committee's Rules of Procedure after minor edits were agreed to by consensus. The document will be presented to City Council for final approval.

COMMITTEE RECOMMENDATIONS:

1. There has been no significant change in the Capital Improvement Plan or the Land Use Assumptions, and therefore there is no need for any change in the current impact fees at this time. The next updated impact fees are expected to be presented to Council in 2025.
2. With the completion of the Wastewater Treatment Plant Study and approval of a way forward, there may be changes needed to the future wastewater infrastructure requirements in the current Master Plan. The Wastewater Master Plan update could occur during the FY2023-24 budget year, as well as relooking at the Water Master Plan at the same time.
3. It was noted that costs are rising, and home building is slowing down, but the extent and duration is not known. This should be considered in the next Master Plan and Land Use Assumptions update.

The next Semi Annual CIAC meeting will take place on March 2, 2023.

Signed: Paul Mebane  
Paul Mebane, CIAC Chairperson

Date: September 29, 2022