

**CITY OF FAIR OAKS RANCH**  
**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE (CIAC)**  
**MEETING**

Thursday, March 20, 2025 at 9:00 AM

Public Safety Training Room, Police Station, 7286 Dietz Elkhorn, Fair Oaks Ranch

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## **AGENDA**

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### **OPEN MEETING**

1. Roll Call - Declaration of a Quorum

### **CITIZENS and GUEST FORUM**

*To address the Committee, please sign the Attendance Roster located on the table at the entrance of the Council Chambers. In accordance with the Open Meetings Act, the CIAC Committee may not discuss or take action on any item which has not been posted on the agenda. Speakers shall limit their comments to five (5) minutes each*

2. Citizens to be heard

### **CONSENT AGENDA**

*The following items are considered routine by the CIAC, there will be no separate discussion on these items and will be enacted with one motion. Items may be removed by any Committee Member by making such request prior to a motion and vote*

3. Approval of the September 5, 2024 Regular Capital Improvements Advisory Committee meeting minutes

Amanda Valdez, TRMC, Deputy City Secretary

### **PRESENTATIONS**

4. Introduction of new CIAC members

Paul Mebane, Chairman

### **REVIEW OF COMMITTEE ACTIONS ITEMS**

5. Semiannual Report from September 2024

Paul Mebane, CIAC Chairman

### **REVIEW OF CAPITAL IMPROVEMENT PROJECTS**

6. Willow Wind / Red Bud Hill / Rolling Acres Trail Waterline Replacement (Not an Impact Fee Project)

Kelsey Delgado, Project Manager

7. Old Fredericksburg Road Waterline Replacement (Not an Impact Fee Project)

Kelsey Delgado, Project Manager

- [8.](#) SAWS Emergency Interconnection (Not an Impact Fee Project)  
Steve Fried, Assistant Director of Public Works
- [9.](#) Plant 3 Electrical Upgrades (Not an Impact Fee Project)  
Steve Fried, Assistant Director of Public Works
- [10.](#) Tank Maintenance Program (Not an Impact Fee Project)  
Steve Fried, Assistant Director of Public Works

### **UPDATE ON IMPACT FEE CAPITAL PROJECTS**

- [11.](#) Impact Fee Capital Improvement Project Summary:  
    ○Water CIP with Map  
    ○Wastewater CIP with Map  
Grant Watanabe, P.E., Director of Public Works and Engineering Services
- [12.](#) Elevated Storage Tank / Pressure Reducing Valves  
Grant Watanabe, P.E., Director of Public Works and Engineering Services
- [13.](#) Cojak Circle Manhole and Sewer Upgrades  
Grant Watanabe, P.E., Director of Public Works and Engineering Services
- [14.](#) Wastewater Treatment Plant (WWTP) Phase 1 Expansion  
Kelsey Delgado, Project Manager
- [15.](#) Water Plant 5 Ground Storage Tank  
Steve Fried, Assistant Director of Public Works

### **REVIEW OF AND LAND USE ASSUMPTIONS**

- [16.](#) Land Use Assumptions (LUA) Update  
    ○LUA Summary - From August 1, 2024 through January 31, 2025  
    ○Water and Wastewater Trend Charts (actual vs. projected growth)  
    ○Demonstration of LUA Interactive Map  
Amanda Wade, Public Works Administrative Support Specialist

### **WORKSHOP**

- [17.](#) Water and Wastewater Impact Fee Update  
Grant Watanabe, P.E., Director of Public Works and Engineering Services  
Dave Christiansen, P.E., Freese and Nichols, Inc.

**REPORTS FROM STAFF**

## 18. Roadway Impact Fees

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

**CONSIDERATION / DISCUSSION ITEMS**

## 19. Recommendations to City Council for Semi-Annual Report

Paul Mebane, Chairperson

20. Consideration and possible action to schedule future regular and special CIAC semiannual meetings

Amanda Valdez, TRMC, Deputy City Secretary

**FUTURE MEETINGS**

## 21. CIAC Semi-Annual Meeting to be announced

**ADJOURNMENT**

*Requests for City topic needing additional information/research; or, potential consideration for a future agenda*

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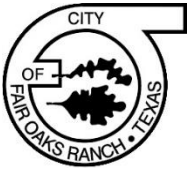
**Signature of Agenda Approval:** s/Paul Mebane

Paul Mebane, Chairman

I, Amanda Valdez, TRMC, Deputy City Secretary, certify that the above Notice of Meeting was posted on the outside bulletin board at the Fair Oaks Ranch City Hall, 7286 Dietz Elkhorn, Fair Oaks Ranch, Texas, and on the City's website [www.fairoaksranchtx.org](http://www.fairoaksranchtx.org), both places being convenient and readily accessible to the general public at all times

As per Texas Government Code 551.045, said Notice was posted by 9:00 AM, March 17, 2025 and remained so posted continuously for at least 72 hours before said meeting was convened. A quorum of City Council and various boards, committees, and commissions may attend the Capital Improvements Advisory Committee meeting

The Fair Oaks Ranch Police Station is wheelchair accessible at the front main entrance of the building from the parking lot. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the City Secretary's office at (210) 698-0900. Braille is not available.



**CITY OF FAIR OAKS RANCH  
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE (CIAC)  
MEETING**

Thursday, September 05, 2024 at 9:00 AM  
Fair Oaks Ranch Homeowners Association Office, 7286 Dietz Elkhorn, Fair Oaks Ranch

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**MINUTES**

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**OPEN MEETING**

**1. Roll Call - Declaration of a Quorum.**

CIAC Present: Chairman Paul Mebane and Vice Chair Chris Weigand, and Committee Members: John Guidry, Marcus Garcia, and Jamin Kazarian

CIAC Absent: Committee Members: Joe DeCola, Seth Mitchell, Dana Green, and Ben Koerner

Council Liaison, Emily Stroup, was also present at this meeting.

The meeting was called to order at 9:01 AM. Deputy City Secretary Amanda Valdez announced that there was no quorum, but the meeting would proceed to present items that require no action.

**CITIZENS and GUEST FORUM**

**2. Citizens to be heard – None.**

**CONSENT AGENDA**

**3. Approval of the March 21, 2024 Regular Capital Improvements Advisory Committee meeting minutes.**

There was no quorum of the Committee to take action. A quorum was established at 9:10 AM and the Committee took action to approve the minutes after all agenda items had been addressed.

MOTION: Made by Committee Chair Paul Mebane, seconded by Member Jamin Kazarian, to approve the Consent Agenda.

VOTE: 5-0; Motion Passed.

**REVIEW OF COMMITTEE ACTIONS ITEMS**

**4. Semiannual Report from March 2024.**

Paul Mebane, Chairman, went over the semiannual report submitted to City Council on April 4, 2024. Mr. Kazarian asked that staff correct the semiannual report to include him in the roll call. The change will be made administratively by staff.



**REVIEW OF CAPITAL IMPROVEMENT PROJECTS**

**5. Willow Wind / Red Bud Hill / Rolling Acres Trail waterline replacement. (Not an Impact Fee Project)**

Steve Fried, Assistant Director of Public Works, informed the committee that the design phase of this project is 90% complete and included in the proposed FY 2024-25 budget. The estimated cost of the project is \$1.6 million dollars. This project is expected to decrease operation and maintenance costs, service disruptions, and water loss.

**6. Old Fredericksburg Road Waterline Replacement. (Not an Impact Fee Project)**

Assistant Director of Public Works Steve Fried gave a brief update on this project. The waterline replacement encompasses 2,700 ft of waterline along Old Fredericksburg Road. This area experiences frequent leaks and repairs can be challenging because it is located outside the city limits and requires staff to obtain permits. The design phase has been completed and Bexar County, with whom the City has partnered, is currently soliciting bids for the project. An Interlocal Agreement is expected to be presented to Council. Steve also let the Committee know that the project is included in the proposed FY 2024-25 budget as part of the bond project.

*Vice Chair Chris Weigand arrived at 9:10 AM resulting in a quorum of the Committee.*

**7. SAWS Emergency Interconnection. (Not an Impact Fee Project)**

Steve Fried, Assistant Director of Public Works, explained that this project, which is located near the Fair Oaks Village Shopping Center on Fair Oaks Parkway near I-10, would provide a backup alternative water source for Zone C in the event of an extended power outage or water shortage. The estimated cost of this project is \$200,000 with \$30,000 for the design included in the proposed FY 2024-25 budget.

**8. Plant 3 Electrical Upgrades. (Not an Impact Fee Project)**

Steve Fried, Assistant Director of Public Works, explained that this project includes overall efficiency improvements. Electrical equipment has exceeded its service life and replacing it would reduce wear and tear on service pumps and the water distribution system. The estimated cost of this project is just under \$400,000 with the design costs included in the proposed FY 2024-25 budget.

**9. Tank Maintenance Program. (Not an Impact Fee Project)**

Steve Fried, Assistant Director of Public Works, explained that this a project staff has been working towards for years. He detailed that the City’s seven tanks need severe attention. Staff proposes soliciting bids for all tanks rather than individually to cover service and maintenance for 10-15 years. Services include tank coating, assistance with TCEQ compliance, cleaning of the tanks, and an annual inspection required by TCEQ. Annual costs for the services are estimated at \$207,000.

*Amanda Valdez introduced newly appointed Assistant City Manager Jim Williams to the Committee.*

**UPDATE ON IMPACT FEE CAPITAL PROJECTS**

**10. Impact Fee Capital Improvement Project Summary:**

- Water CIP with Map
- Wastewater CIP with Map

Grant Watanabe, P.E., Director of Public Works & Engineering Services, gave a brief overview of the projects, identified costs spent in 2020, and answered questions of the committee.

**11. Elevated Storage Tank / Pressure Reducing Valves.**

Grant Watanabe, P.E., Director of Public Works & Engineering Services, explained that the City is working with the City of Boerne to acquire 3 acres of land but there is no change to the status as of now.

**12. Wastewater Treatment Plant (WWTP) Phase 1 Expansion.**

Grant Watanabe, P.E., Director of Public Works & Engineering Services, explained that this project will provide several upgrades to the effluent station and includes replacement of 10,400 feet of 6-inch and 8-inch main with a larger 12” main as well as upgraded pumps with higher horsepower. This project is currently in the design phase at an estimated \$5.6 million. Design is expected to be completed in 2025 for inclusion in the proposed budget for FY 2025-26 for construction.

**13. Cojak Circle Manhole and Sewer Upgrades.**

Steve Fried, Assistant Director of Public Works, detailed that this project would upgrade 1,200 feet of undersized sewer main from the manhole to the lift station. The cost is estimated at \$650,000 and is included in the FY2024-25 proposed budget.

**14. Water Plant 5 Ground Storage Tank.**

Steve Fried, Assistant Director of Public Works, provided an update to the committee detailing that the current tank capacity causes daily turnovers. The project increases overall storage capacity from 125,000 gallons to 625,000 gallons by constructing a 500,000 gallon tank.

**REVIEW OF AND LAND USE ASSUMPTIONS**

**15. Land Use Assumptions (LUA) Update.**

- LUA Summary - From February 1, 2024 through July 31, 2024
- Water and Wastewater Trend Charts (actual vs. projected growth)
- Demonstration of LUA Interactive Map

Amanda Wade, Public Works Administrative Support Specialist, provided an update to the Committee regarding Land Use Assumptions and answered questions of the Committee.

**CONSIDERATION / DISCUSSION ITEMS**

**16. Discussion regarding the next Impact Fee update.**

Grant Watanabe, P.E., Director of Public Works and Engineering Services, announced that staff has completed negotiations with Freese & Nichols for a study costing \$69,283. The agreement will be presented for action at the September 5, 2024, City Council meeting. If City Council approves the

agreement, staff will hold an internal kickoff meeting with the company later in September. Staff will work with them to update land use assumptions so that they are able to develop draft calculations for the March 2025 semiannual CIAC meeting. A special meeting will be scheduled during the March meeting to receive the DRAFT fees in April 2025. If the Committee agrees with the fees, staff will advance them to Council for a Workshop in May, then a public hearing and final adoption in June 2025.

**17. Recommendations to City Council for Semi-Annual Report.**

Paul Mebane, Chairperson, will provide the report to Council on October 3, 2025. The report will brief Council on the Impact Fee update. The committee agreed it was the only item for inclusion in the report at this time.

**FUTURE MEETINGS**

**18. Recognition of outgoing committee members.**

Paul Mebane, Chairman, recognized outgoing CIAC Committee members John Guidry and Seth Mitchell.

**19. CIAC Semi-Annual Meeting March 6, 2025.**

Amanda Valdez, TRMC, Deputy City Secretary, announced that the next regular meeting is scheduled for March 6, 2025.

**20. Consideration and possible action to schedule special meetings for an impact fee update.**

Amanda Valdez, TRMC, Deputy City Secretary, informed the Committee that no action would be necessary to schedule a special meeting at this time.

**ADJOURNMENT**

Vice Chair, Chris Weigand, suggested that the Committee consider proposing Transportation Impact Fees.

Chairman, Paul Mebane, adjourned the meeting at 10:29 AM.

ATTEST:

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Paul Mebane, Chairman

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Amanda Valdez, TRMC  
Deputy City Secretary

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

**Capital Improvements Advisory Committee Semiannual Progress Report  
September 5, 2024 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 5, 2024. Below are the members present along with their designation and term expiration:

- Paul Mebane, Chair (At Large) 9/30/25
- Chris Weigand, Vice Chair (Real Estate) 9/30/25
- John Guidry (At Large) 9/30/24
- Marcus Garcia (Development) 9/30/25
- Jamin Kazarian (At Large) 9/30/26

Chairperson Mebane declared a quorum present.

Absent was:

- Joe DeCola (Real Estate) 9/30/24
- Seth Mitchell (At Large) 9/30/24
- Dana Green (Development) 9/30/25
- Ben Koerner (At Large) 9/30/25

Council and Staff Present:

- Emily Stroup, Council Representative
- Jim Williams, Assistant City Manager
- Grant Watanabe, P.E., Director of Public Works & Engineering Services
- Amanda Wade, Public Works Administrative Assistant
- Steve Fried, Assistant Director of Public Works
- Amanda Valdez, TRMC, Deputy City Secretary
- Rachel Brown, Building Codes Administrative Assistant

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.

COMMITTEE RECOMMENDATIONS:

1. In accordance with Texas Local Government Code §395.052, a political subdivision imposing an impact fee shall update the land use assumptions (LUA) and capital improvement plan (CIP) at least every five years. The City’s water and wastewater impact fees were last updated and adopted on March 5, 2020, and, therefore, are due for an update in 2025. In addition, LGC §395.014 states that political subdivisions shall use qualified professionals to prepare the capital improvement plan and to calculate the impact fee. Freese and Nichols, Inc completed the City’s Water, Wastewater and Reuse Master Plan and conducted the 2015 and 2020 impact fee updates. They have experience working with the City’s Capital Improvements Advisory Committee (CIAC) in calculating proposed impact fees and developing recommendations to City Council.
2. City Council approved the contract with Freese and Nichols for a “Water and Wastewater Impact Fee Update” on September 5<sup>th</sup> of this year. The CIAC expects to review the status of their work and draft report at our next regularly scheduled meeting in March 2025. It is expected that the impact fee update would be presented to Council at a May meeting.

The next Semi Annual CIAC meeting will take place on March 6, 2025.

Signed:   
 Paul Mebane, CIAC Chairperson

Date: October 3, 2024

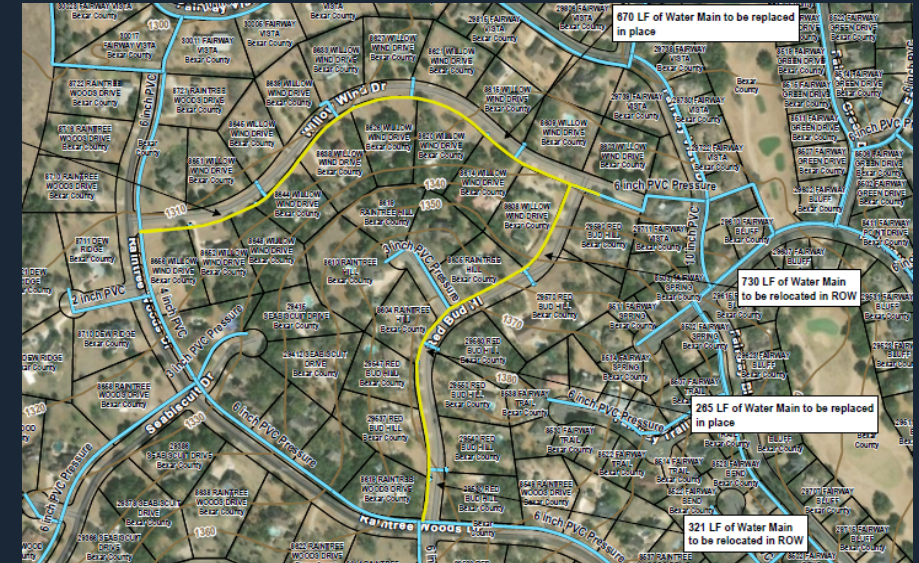
# Willow Wind/Red Bud Hill Water Line Replacement (29R) Rolling Acres Trail Water Line Replacement (28R)



- Project replaces approximately 3,300 feet or waterline on Willow Wind Drive/Red Bud Hill and approximately 2,300 feet of waterline on Rolling Acres Trail.
- Main breaks (3-4 per year) are becoming more frequent
- Reduces O&M costs, service disruption to customers, and water loss
- Design complete and bid advertisement to occur in March 2025.
- **Total Estimated Cost = \$1,628,247**

Prioritization Score: 48

“Must Do” Project (Resiliency, high O&M costs)





# Old Fredericksburg Rd. Water Line Replacement (21W)



Item #7.

- Project replaces approximately 2700 linear feet of water main along and under Old Fredericksburg Rd.
- Main breaks (two per year) are becoming more frequent and expensive due to traffic control requirements.
- Planned in conjunction with Bexar County road reconstruction project to gain efficiencies and reduce closure impact.
- Bexar County project is under construction. City waterline is expected to begin in May 2025.
- **Total Estimated Cost = \$562,320**

Prioritization Score: 26

"Should Do" Project (Reduced O&M, City Priority)





# SAWS Emergency Interconnect

- Project constructs an emergency interconnect with SAWS to provide a backup water source for Zone C
- Improves resiliency in the event of extended power outage or other event where FORU is unable to provide adequate flow or pressure
- Planned location is near intersection of Fair Oaks Parkway and IH-10 Access Rd.
- Currently in design phase with construction anticipated in FY 2025-26
- **Total Estimated Cost = \$200,000**

Prioritization Score: New project  
 "Must Do" Project [Resiliency, Regulatory (SB3)]





# Upgrade Electrical at Plant No. 3 (5R)



Item #9.

- Project installs VFDs, modern electrical panels and other components to reduce wear and tear on equipment (motors, pumps, check valves, etc.) and improve utility operations.
- Plant 3 is the only major plant without VFDs.
- Existing electrical equipment is beyond its expected service life and requires replacement.
- Design is currently at 90% with construction anticipated to begin in FY 2025-26
- **Total Estimated Cost = \$392,939**



Prioritization Score: 24

"Should Do" Project (Resiliency, Reduced O&M)

# Tank Maintenance Program

- The City's seven ground storage tanks were last coated between 2004-2010. Due to the harsh Texas climate, tanks are normally coated every 10 years (exterior) and 15 years (interior) to prevent deterioration.
- As an alternative to CIP projects, the long-term tank maintenance program (10 year contract) will provide regular inspection, cleaning, recoating and rehab to meet TCEQ requirements for all tanks.
- Maintenance contracts awarded and underway with four tanks completed to date
- **Total Estimated Cost = \$207,036 per year**

Prioritization Score: 33

"Should Do" Project (Reduced O&M, Regulatory)



# Water Impact Fee and Project Summary

1999 Impact Fees		
Project Name Per Impact Fee Study	Project Description	Actual Project Costs
Groundwater Supply Facilities Component	Well # 36 - Deer Meadow	\$78,234
Groundwater Supply Facilities Component	Flow Lines Well - Deer Meadow	\$12,501
Groundwater Supply Facilities Component	FlowLines Well #32 - Deer Meadow	\$5,320
High Service Pumping Facilities	Replaced pumps; well repairs	\$75,917
Elevated Storage Facilities Component	Hydro Tank Plant 1	\$17,887
Water Supply & Production Future Facilities	Water Plant #5	\$130,616
<b>Total Project Costs</b>		<b>\$320,475</b>
<b>Impact Fee Allowable Cost Limit Per Study</b>		<b>\$320,475</b>
<b>Impact Fees Collected</b>		<b>\$169,621</b>

2004 Impact Fees		
Project Name Per Impact Fee Study	Project Description	Actual Project Costs
Water Supply & Production Future Facilities	Water Plant #5	\$1,232,260
<b>Impact Fee Allowable Cost Limit Per Study</b>		<b>\$559,311</b>
<b>Impact Fees Collected</b>		<b>\$1,103,407</b>

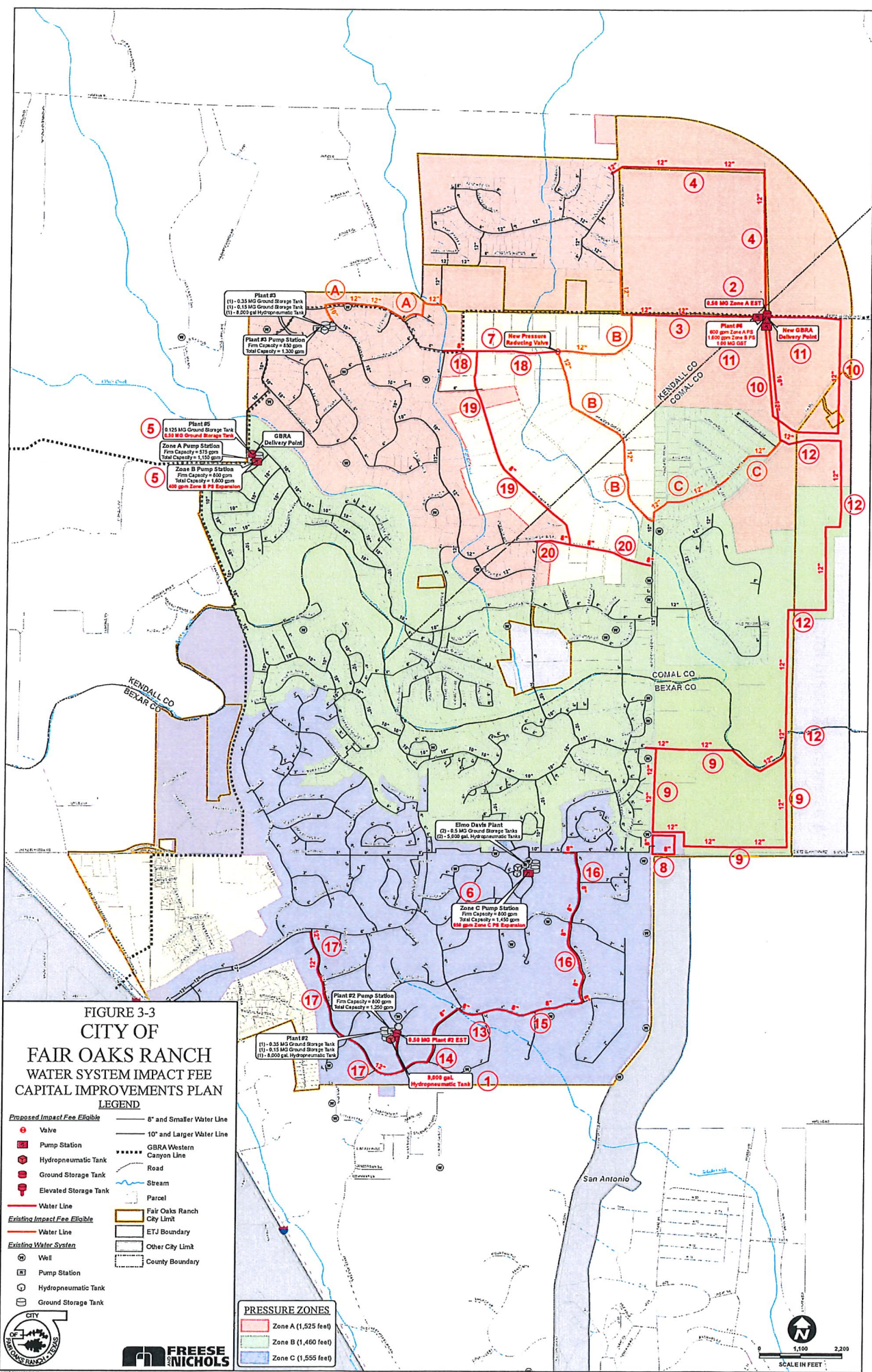
2014 Impact Fees		
Project Name Per Impact Fee Study	Project Description	Actual Project Costs
12-inch Parallel along Rolling Acres Trail	Pipeline Installation #1	\$312,775
12-inch line near Meadow Creek Trail	Pipeline Installation #1	\$69,598
2014 Impact Fee Study	Impact Fee Study	\$50,435
<i>Elevated Storage Tank</i>	<i>Contribution-in-Aid Eligible Project</i>	<i>\$106,226 *</i>
12-inch Connection to EST		-
12-inch North/South Connection	Meadow Creek Trail	\$1,109,477
6-inch line to Western ETJ		-
12-inch Parallel from Plant #2		-
0.5 MG Ground Storage Tank		-
12-inch Parallel from GBRA to Plant #3		-
New Groundwater Well		-
Financing Costs		-
<b>Total Project Costs</b>		<b>\$1,648,511</b>
<b>Impact Fee Allowable Cost Limit Per Study</b>		<b>\$5,768,373</b>
<b>Impact Fees Collected</b>		<b>\$523,800</b>

# Water Impact Fee and Project Summary

2020 Impact Fees			
Map	Project Name Per Impact Fee Study	Project Description	Actual Project Costs
	<u>Existing Projects</u>		
A	12-inch Parallel along Rolling Acres Trail		-
B	12-inch line near Meadow Creek Trail		-
C	12-inch line near Meadow Creek Trail and 3351		-
2	0.5 MG Zone A Elevated Storage Tank	<i>Contribution-in-Aid Eligible Project</i>	\$230,171 *
D	2020 Impact Fee Study		\$36,000
	<u>Proposed Projects</u>		
1	9000 Gallon Plant #2 Hyrdopneumatic Tank		\$642,558
3	12-inch West Ammann Road Water Line		-
4	12-inch Northeast Water Lines		-
5	400-gpm Plant #5 Zone B Pump Station Expansion and 0.5-MG GST		\$308,708
6	650-gpm Elmo Davis Pump Station Expansion		-
7	Pressure Reducing Valve at Rolling Acres Trail and Meadow Creek Trail		-
8	8-inch Water Line at Dietz Elkhorn Road and Ralph Fair Road		-
9	12-inch Southeastern Water Lines		-
10	12/16-inch Plant #6 Discharge Water Lines		-
11	Plant #6 and New GBRA Delivery Point		-
12	12-inch ETJ Water Line		-
13	0.5-MG Plant #2 Elevated Storage Tank		-
14	8/12-inch Royal Ascot/Triple Crown/Equestrian Water Line Replacement		-
15	8-inch Pimlico Lane Water Line Replacement		-
16	8-Inch Preakness Lane Water Line Replacement		-
17	12-inch Triple Crown Road Water Line Replacement		-
18	8-inch Rolling Acres Trail Water line		-
19	8-inch Post Oak Trail Water Line		-
20	8-inch Silver Spur Trail Water Line		-
<b>Total Project Costs</b>			<b>\$1,217,437</b>
<b>Impact Fee Allowable Cost Limit Per Study</b>			<b>\$17,852,217</b>
<b>Impact Fees Collected</b>			<b>\$1,340,433</b>

Total Contribution-in-Aid Eligible Costs (above) \$336,398 \*





# Wastewater Impact Fee and Project Summary

1999 Impact Fees		
Project Name Per Impact Fee Study	Project Description	Actual Project Costs
Wastewater Treatment Plant	WWTP Expansion Project	\$524,626
Wastewater Treatment Plant	Sludge Bed (Polymer)	\$50,575
Wastewater Treatment Plant	Sludge Harvester	\$25,943
<b>Total Project Costs</b>		<b>\$601,144</b>
<b>Impact Fee Allowable Cost Limit Per Study</b>		<b>\$343,294</b>
<b>Impact Fees Collected</b>		<b>\$308,799</b>

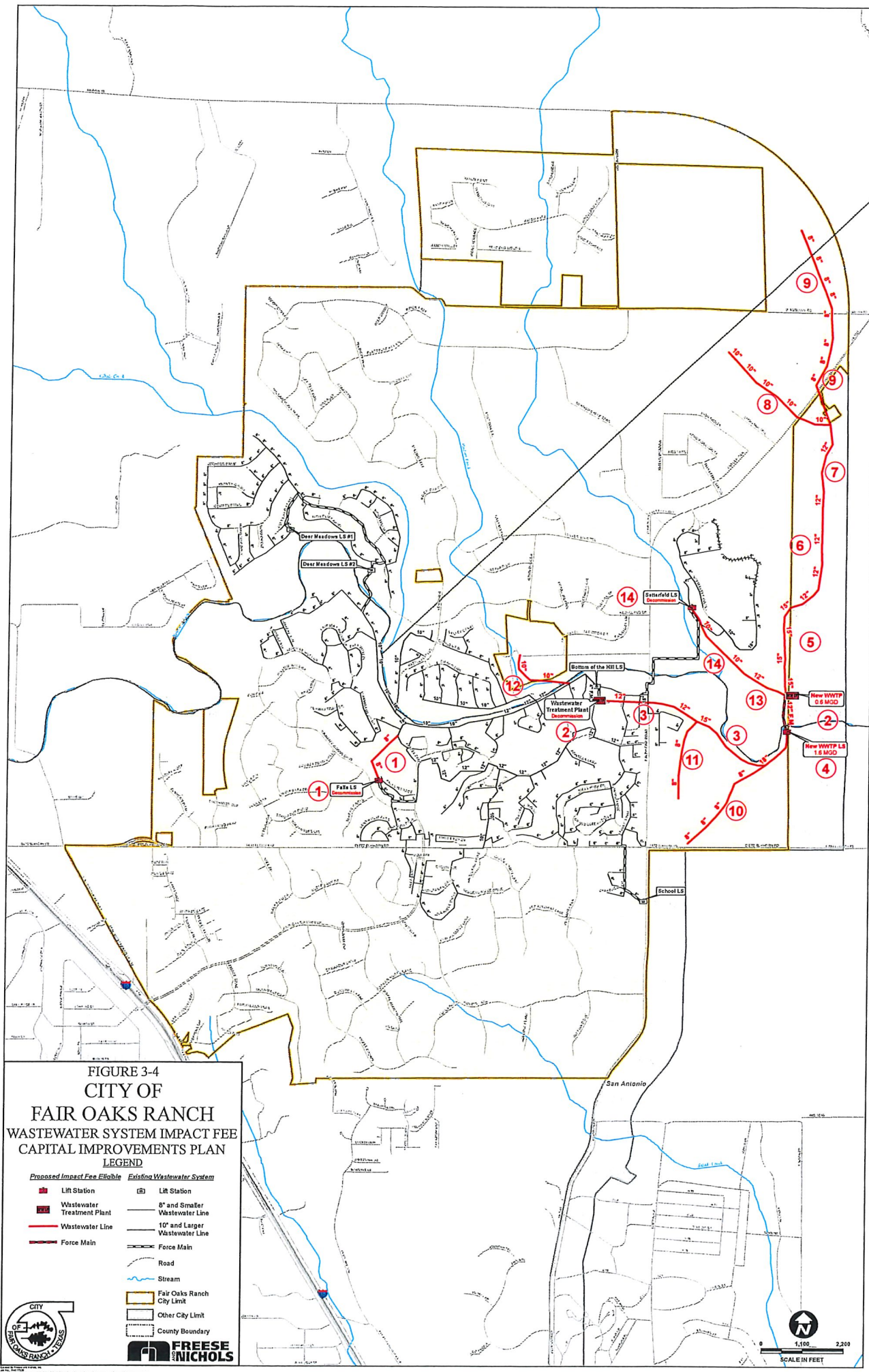
2004 Impact Fees		
Project Name Per Impact Fee Study	Project Description	Actual Project Costs
Wastewater Treatment	Wastewater Treatment	\$447,200
Wastewater Collection	Wastewater Collection	\$134,064
		\$581,264
<b>Impact Fee Allowable Cost Limit Per Study</b>		<b>\$297,051</b>
<b>Impact Fees Collected</b>		<b>\$410,162</b>

2014 Impact Fees		
Project Name Per Impact Fee Study	Project Description	Actual Project Costs
2014 Impact Fee Study		\$50,435
10-inch Cibolo Creek Crossing		-
8-inch Cibolo Trails expansion		-
8/10-inch Post Oak Creek lines		-
Southwest 8-inch sewer line		-
Financing Costs		-
<b>Total Project Costs</b>		<b>\$50,435</b>
<b>Impact Fee Allowable Cost Limit Per Study</b>		<b>\$1,112,762</b>
<b>Impact Fees Collected</b>		<b>\$171,006</b>

# Wastewater Impact Fee and Project Summary

2020 Impact Fees			
Map	Project Name Per Impact Fee Study	Project Description	Actual Project Costs
A	Impact Fee Study		\$36,000
1	8-inch Gravity Line and Decommission Falls Lift Station		-
2	New 0.6 mgd WWTP and Decommission old WWTP		194,743.06
3	New Gravity Line from Old WWTP to New WWTP		-
4	1.6 mgd Lift Station and 12" Force Main to New WWTP		-
5	12/15-inch Gravity Line in the ETJ		-
6	12-inch Gravity Line in the ETJ #1		-
7	12-inch Gravity Line in the ETJ #2		-
8	10-inch Gravity Line north of Ralph Fair Road		-
9	8/10-inch Gravity Line north of Ralph Fair Road		-
10	8-inch Gravity Line north of Dietz Elkhorn Road		-
11	8-inch Gravity Line east of Ralph Fair Road		-
12	10-inch Gravity Line crossing Cibolo Creek		-
13	12-inch Gravity Line to the new WWTP		-
14	10-inch Gravity Line and Decommission Setterfeld Lift Station		-
	Financing Costs		-
<b>Total Project Costs</b>			<b>\$230,743</b>
<b>Impact Fee Allowable Cost Limit Per Study</b>			<b>\$10,705,092</b>
<b>Impact Fees Collected</b>			<b>\$886,021</b>





**FIGURE 3-4**  
**CITY OF**  
**FAIR OAKS RANCH**  
**WASTEWATER SYSTEM IMPACT FEE**  
**CAPITAL IMPROVEMENTS PLAN**  
**LEGEND**

<b>Proposed Impact Fee Eligible</b>	<b>Existing Wastewater System</b>
Lift Station	Lift Station
Wastewater Treatment Plant	8" and Smaller Wastewater Line
Wastewater Line	10" and Larger Wastewater Line
Force Main	Force Main
	Road
	Stream
Fair Oaks Ranch City Limit	
Other City Limit	
County Boundary	

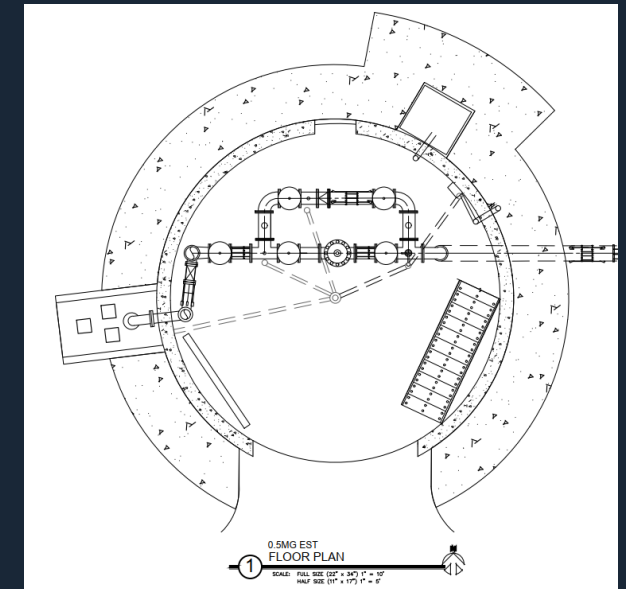
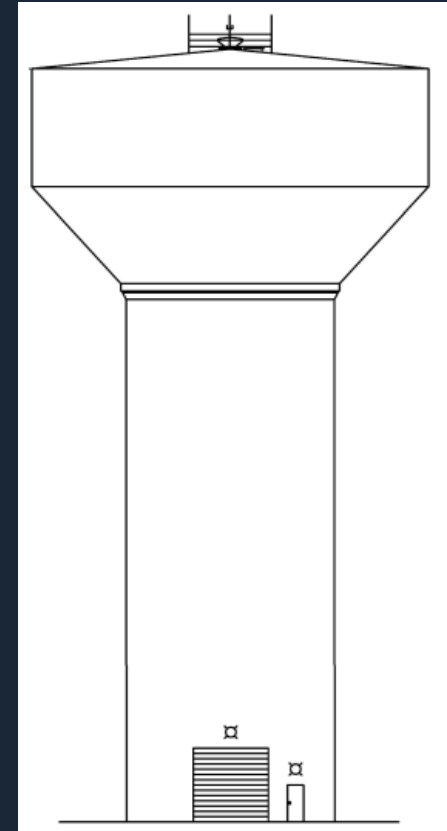
**FREESE & NICHOLS**

SCALE IN FEET: 0, 1,000, 2,000



# Elevated Storage Tank (2W)

- Constructs a 500,000 gallon EST to improve water supply and pressure during peak demand, provide adequate fire protection, and reserve storage during extended power outage
- Large parts of the City fall below the NFPA/IFC minimum requirement to combat a house fire (1000 gallons per minute for one hour).
- In 2017, TCEQ cited the City for exceeding hydrotank capacity. The City responded that it plans to construct an EST to serve Zone A and B (interconnect with pressure reducing valves).
- On hold pending land acquisition
- **Total Estimated Cost = \$8,779,378**



Prioritization Score: 33

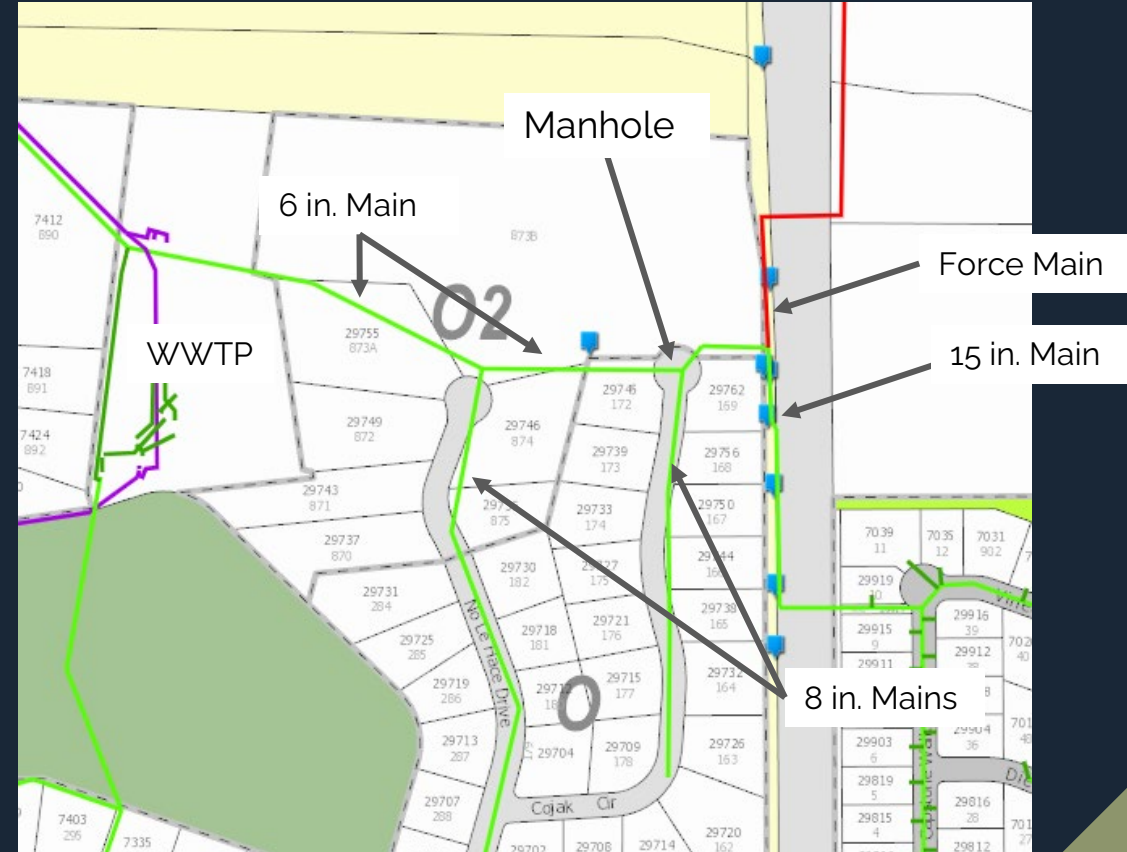
“Must Do” Project (Resiliency, Regulatory)

# Cojak Circle Manhole and Sewer Upgrade



- Project upgrades Cojak Circle manhole and 1200 linear feet of 6-inch sewer line which is undersized.
- Flow from Arbors, Setterfeld, No Le Hace and Cojak Circle cause backups and high levels in manhole.
- Future connections will exacerbate the issue and may result in spills during peak flow events.
- Cost-sharing negotiations with the Corley Tract developer ongoing
- **Total Estimated Cost = \$650,000**

Prioritization Score: New project  
 "Must Do" Project (Resiliency, Health and Safety)





# WWTP Phase I Expansion (2S)

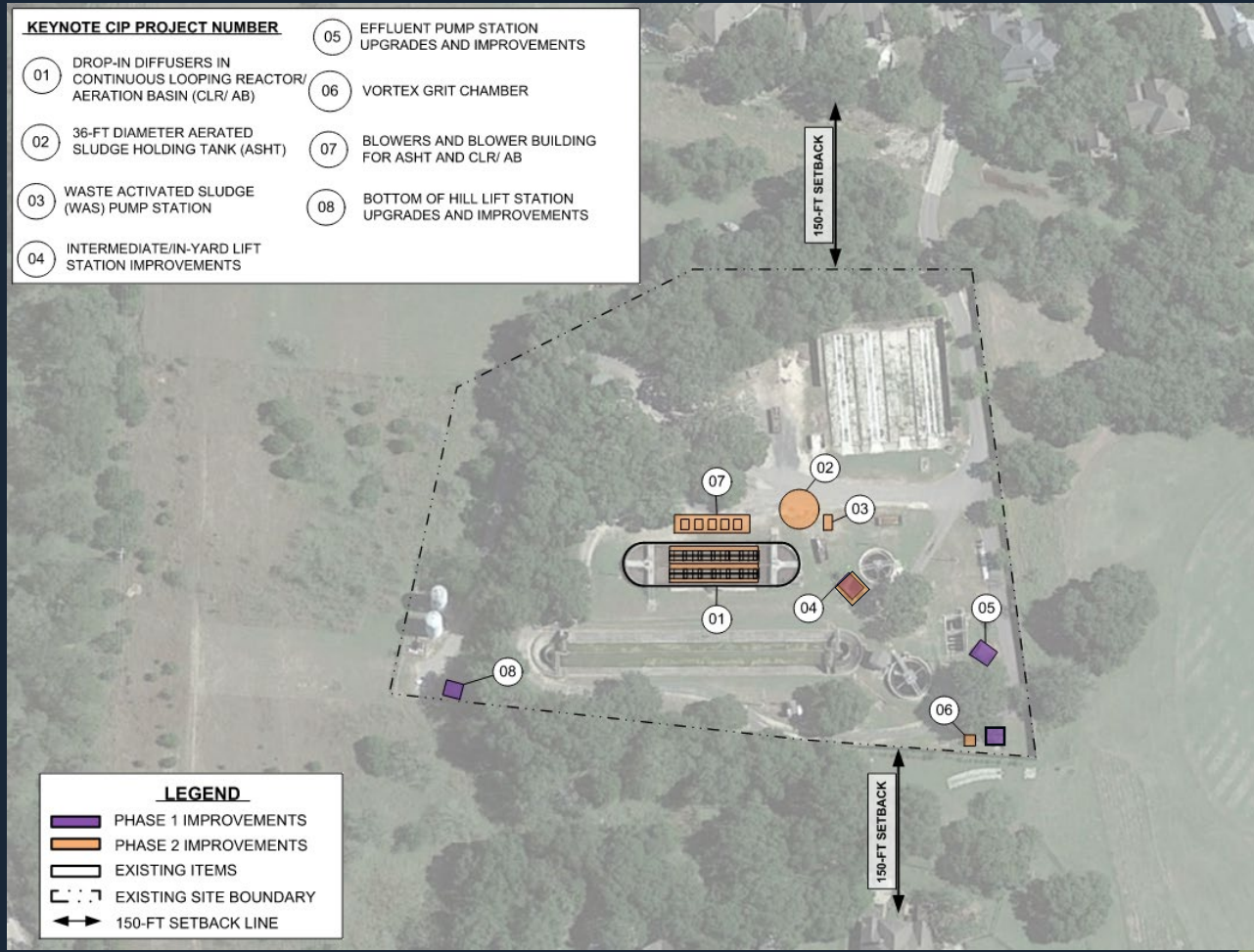
## Phase 1 (Immediate Needs): \$5.6 million

- Effluent Pump Station and Conveyance Upgrade
- Bottom of the Hill LS Improvements
- Headworks Odor Control Improvements
- Final design to be completed in Sept. 2025, and construction anticipated to start in FY 2025-26

## Phase 2 (Future Needs): \$11.2 million

- Oxidation Ditch to Aeration Basin Retrofit
- Aerated Sludge Holding Tank
- Headworks Grit Removal
- Intermediate/In-Yard LS Improvements

Prioritization Score: 33  
 “Must Do” Project (Regulatory)

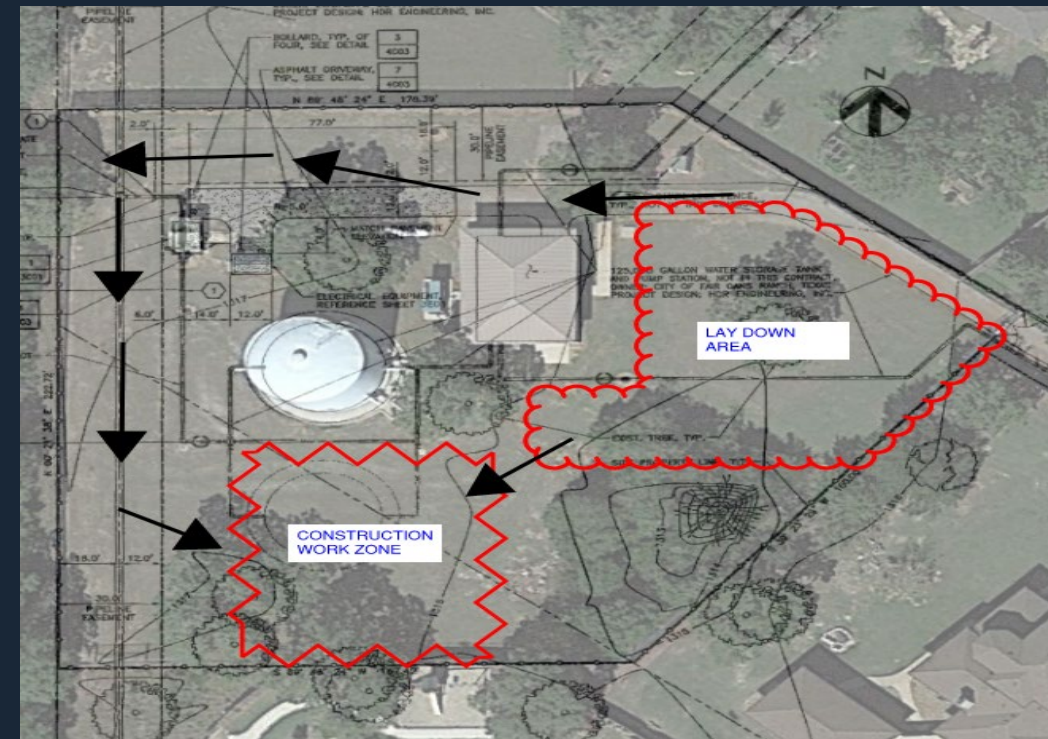




# Expand Plant No. 5 (5W)



- Constructs a new 500,000 gallon Ground Storage Tank (GST) at Plant 5 to improve utility operations and resiliency during periods of high demand and extended power outages.
- The existing 125,000 gallon tank turns over multiple times a day. It is not capable of meeting peak demand each summer.
- Plant 5 supplies GBRA water directly to Plant 3 (Zone A) and Elmo Davis (Zones B and C). The GST storage will enable utility staff to pump water to where it is needed most.
- Construction awarded in December 2024, mobilization expected this summer pending TCEQ plan review and approval
- **Total Estimated Cost = \$1,550,299**



Prioritization Score: 34  
 "Must Do" Project (Resiliency, Regulatory)

Land Use Assumptions Summary  
As Of January 31, 2025

Land Use Assumptions Summary Update for CIAC Meeting March 20, 2025

**Additions to LUA**

No additions

**Adjustments to LUA**

Adjustments were made to the LUA as needed for Master LUA and per the Master Plan.

**Summary: August 1, 2024 to January 31, 2025**

0 – Lots Added

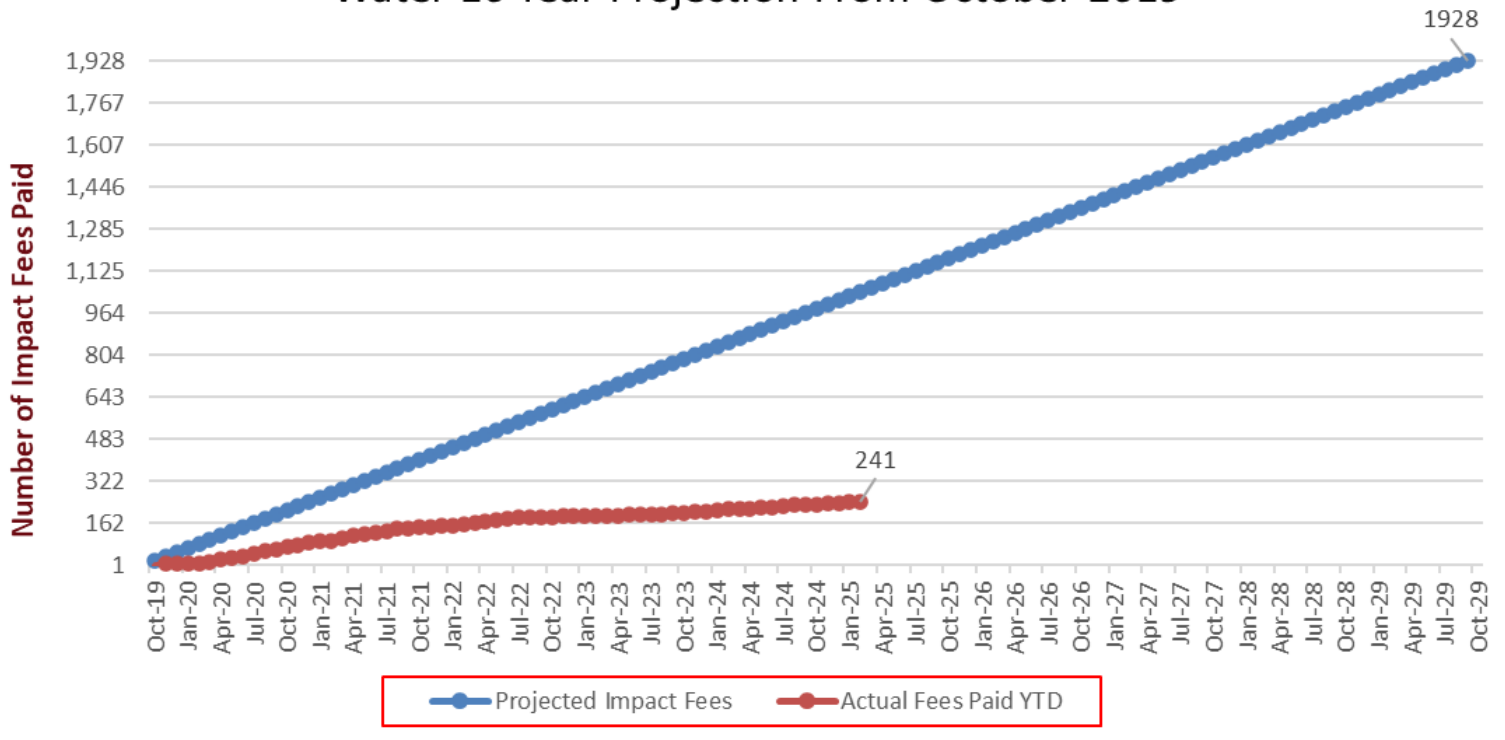
38 – Lots Improved

21 – Residential Water Connection Services Added

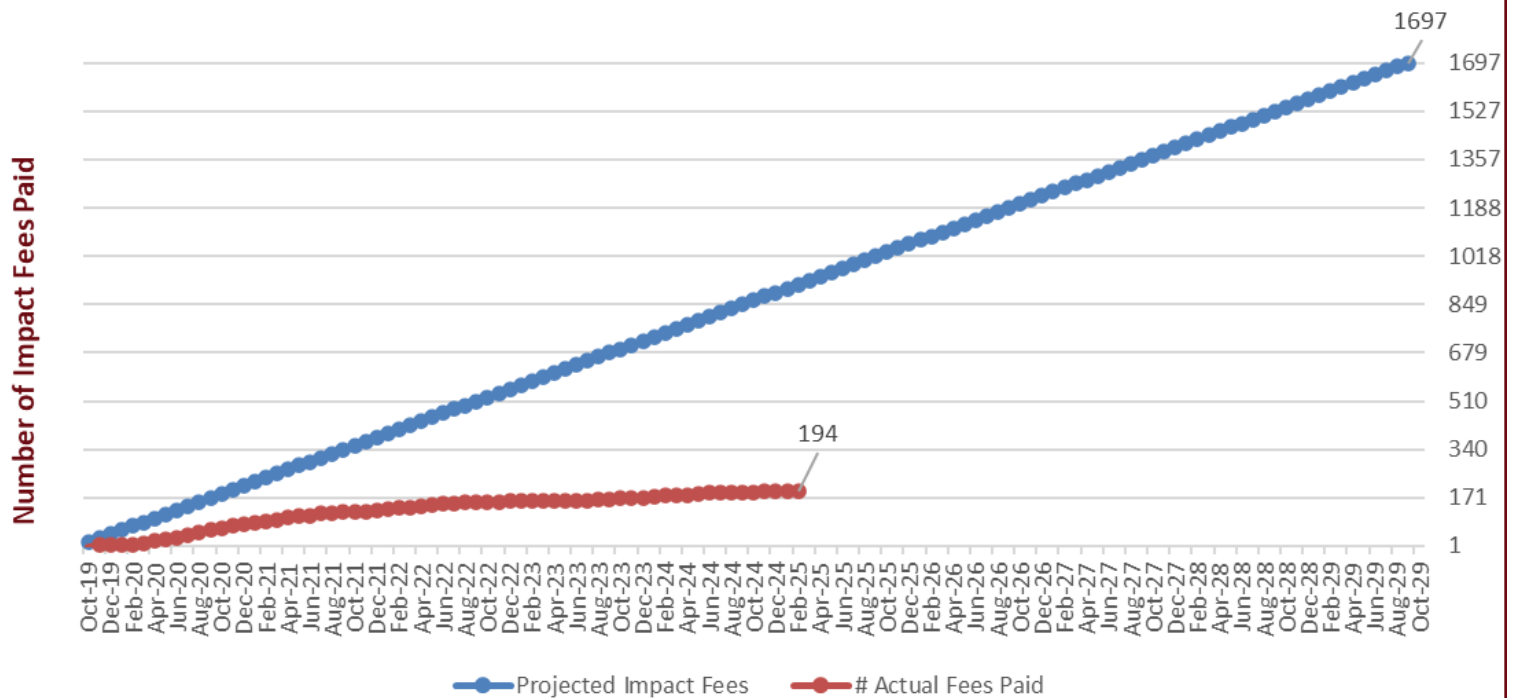
0 – Non-Residential Water Connection Services Added

8 – Wastewater Connection Services Added

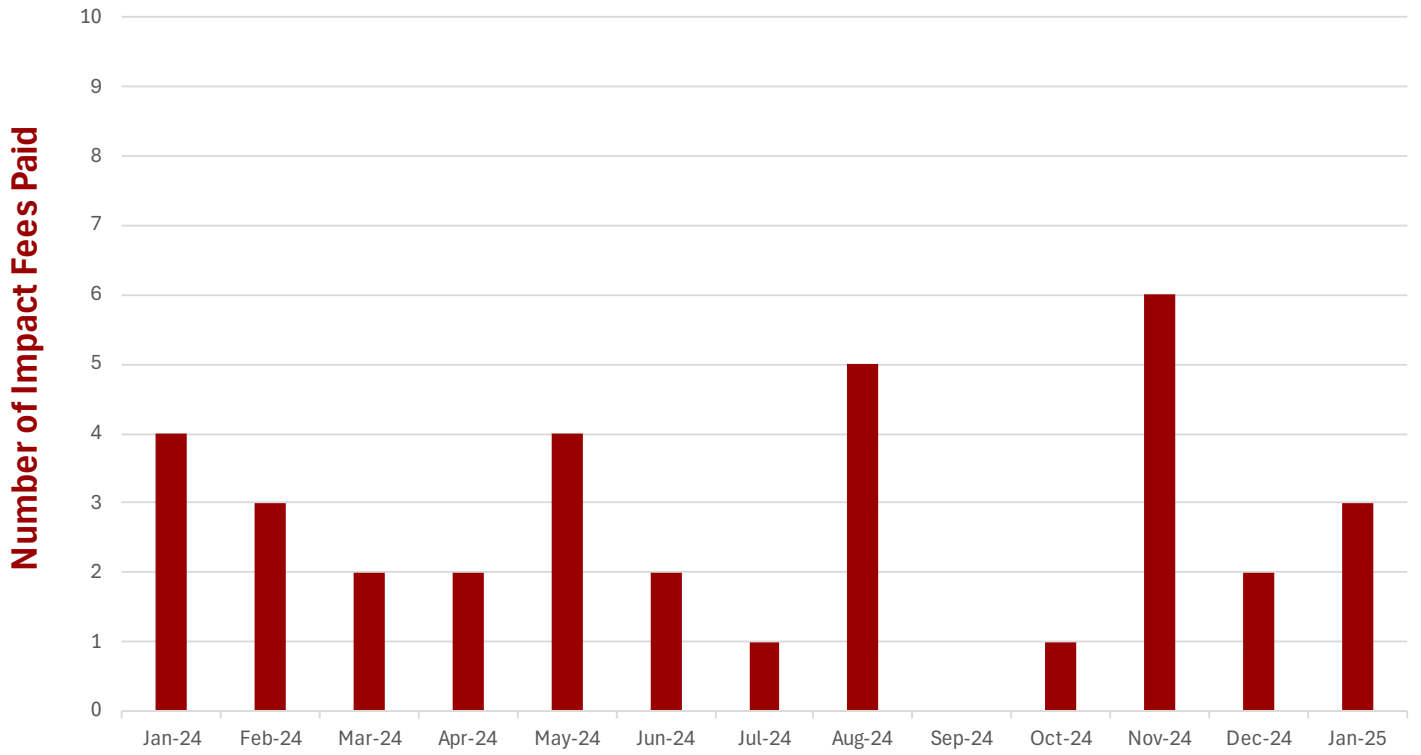
### Water 10 Year Projection From October 2019



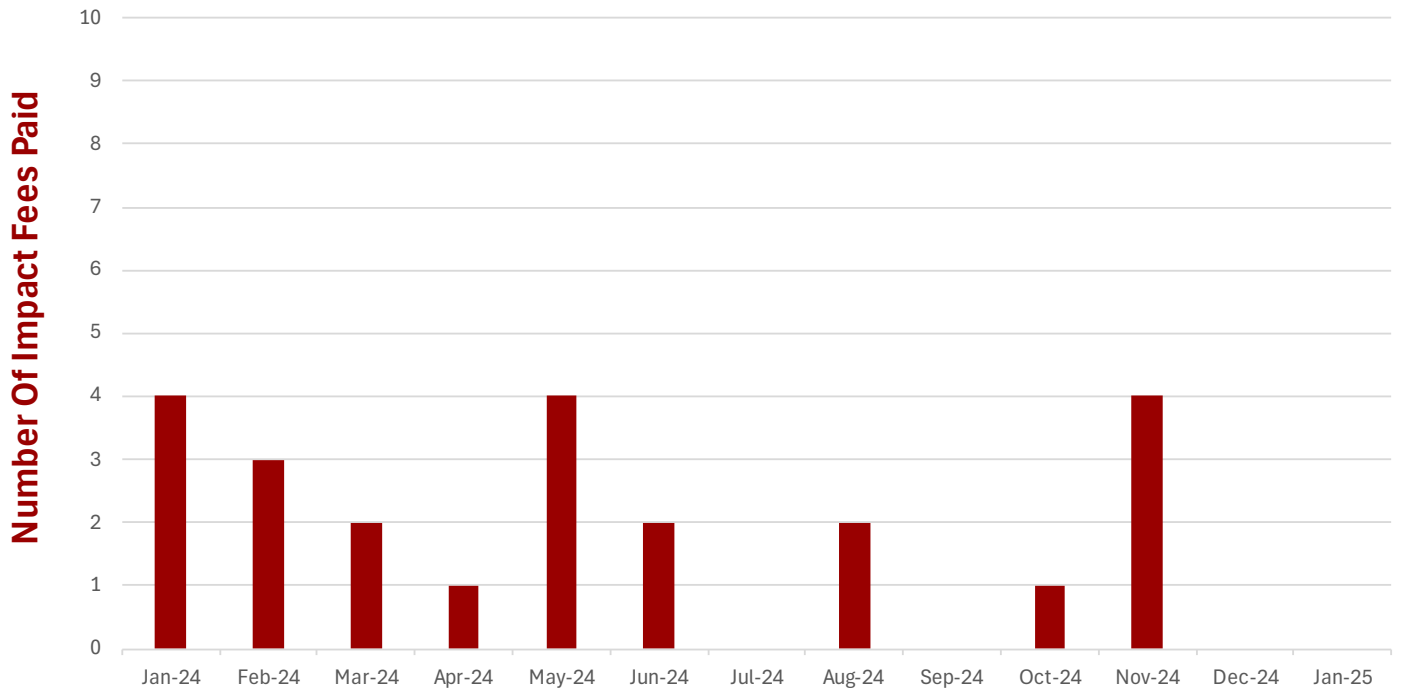
### Wastewater 10 Year Projection From October 2019



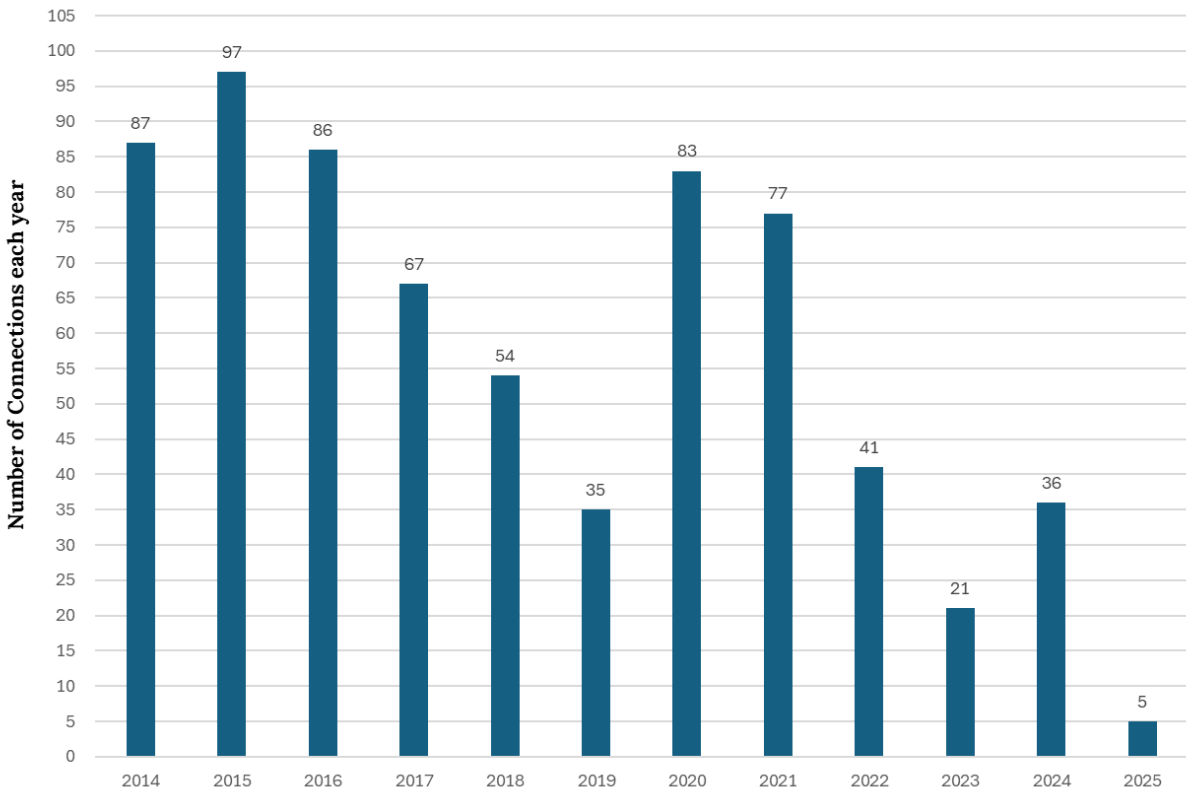
### Water Impact Fees - Past 12 Months



### Wastewater Impact Fees - Past 12 Months

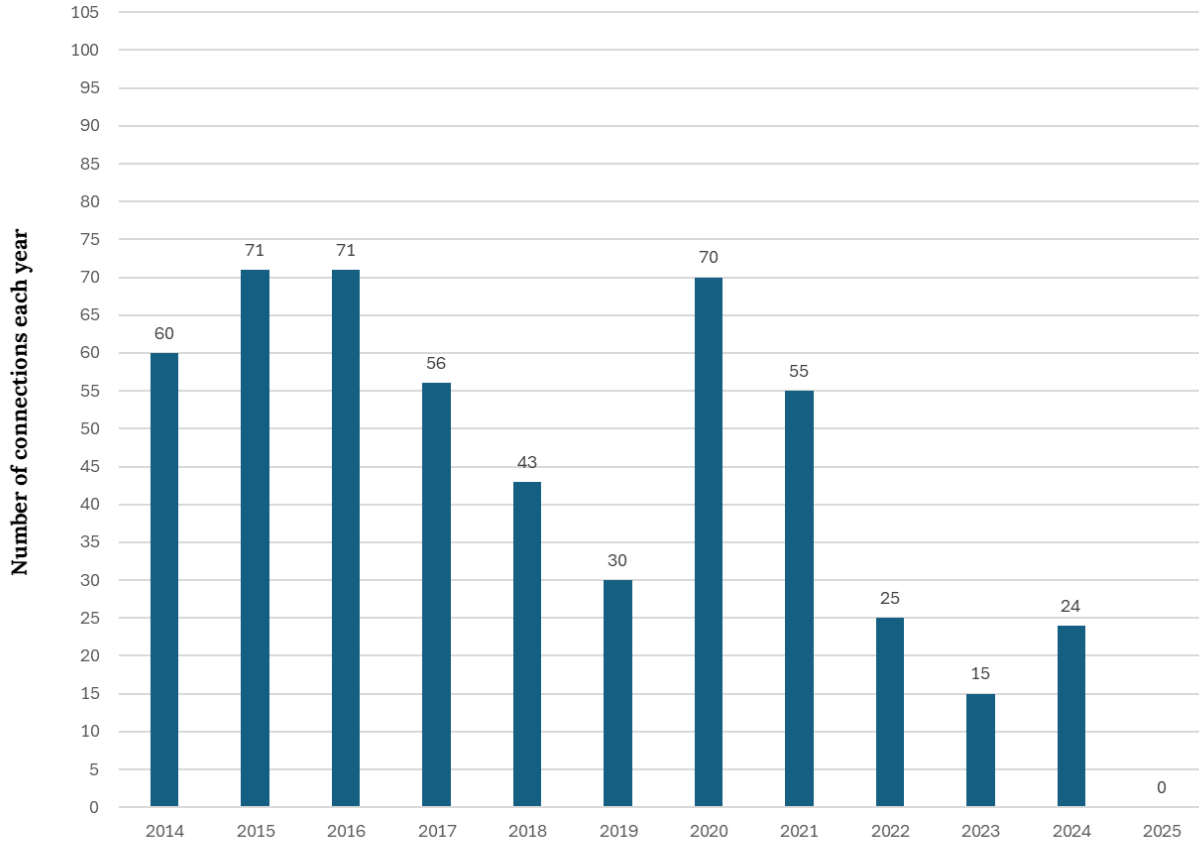


### Water Connections Past 10 Years



10 year average - 62 water connections | Highest year 2015 | Lowest year 2023

### Wastewater Connections Past 10 Years



10 year average - 47 wastewater connections | Highest year 2015 & 2016 | Lowest year 2023



PRESENTATION

# City of Fair Oaks Ranch

## Water and Wastewater Impact Fee Update

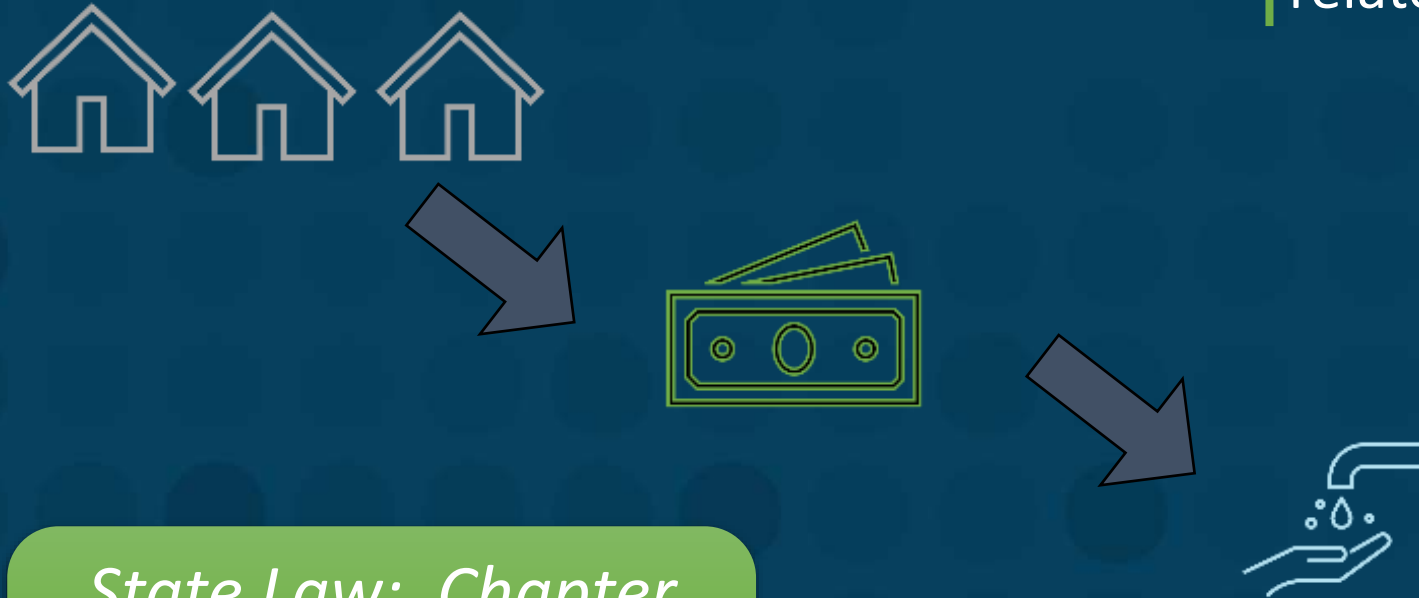


CIAC Meeting #1 – March 20, 2025

# Impact Fee Process



# What are Impact Fees?



***One-time charge*** assessed to new development for a ***portion of costs*** related to specific capital improvements

*State Law: Chapter  
395 Texas Local  
Government Code*

# Basic Policy Question

## Who Pays for Growth ?



**Citizen**

**No Impact Fees:**  
*Existing and future tax payers build all capital facilities.*



**Developer**

**Impact Fees:**  
*New development shares in part of this responsibility.*



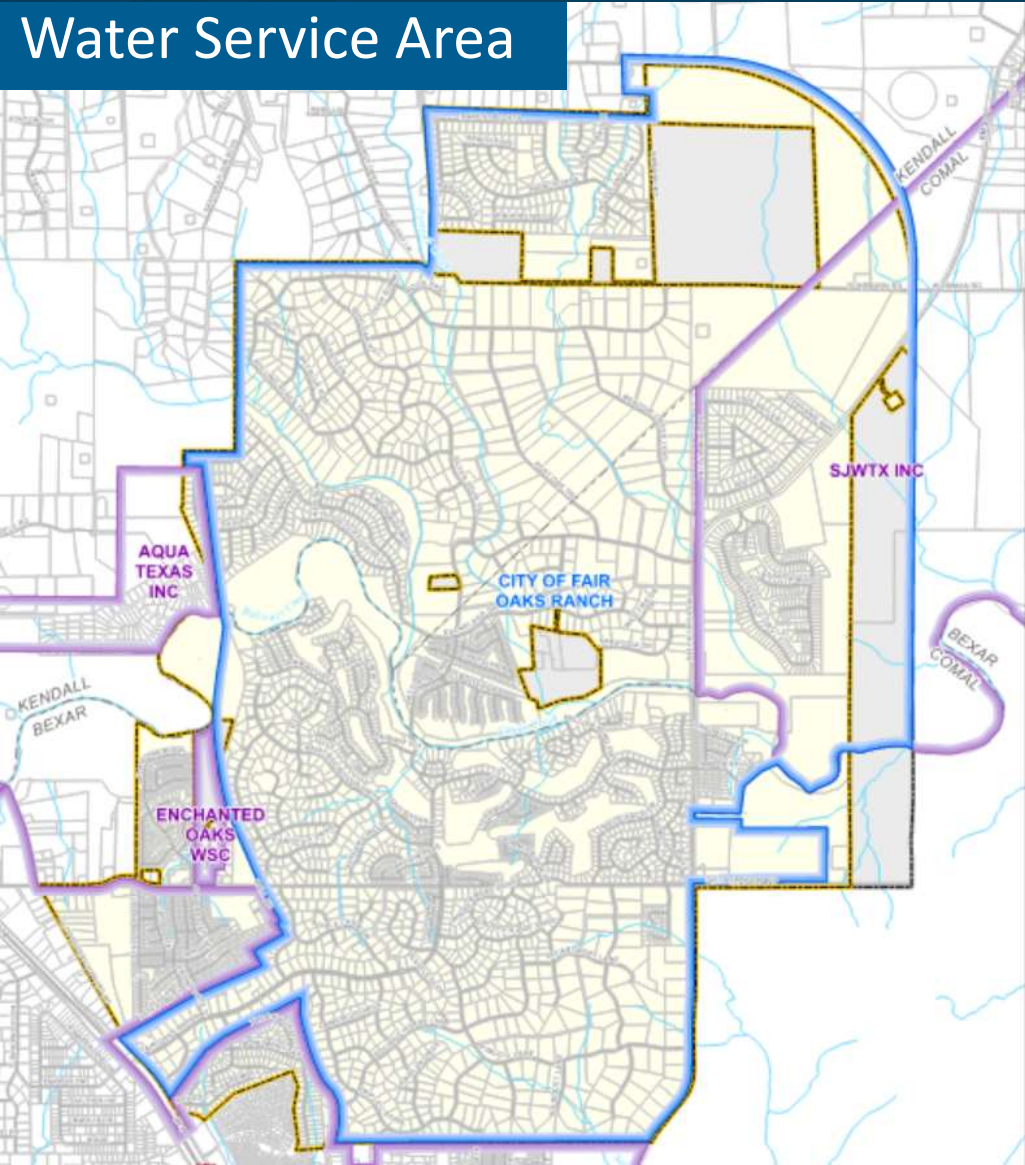
# Impact Fee Calculation

- Only percent of project utilized in the 10-year period is eligible
- Performed analysis to credit any portion of project costs that will be included in future water rates
- Impact fees calculated by dividing eligible CIP by growth in service units

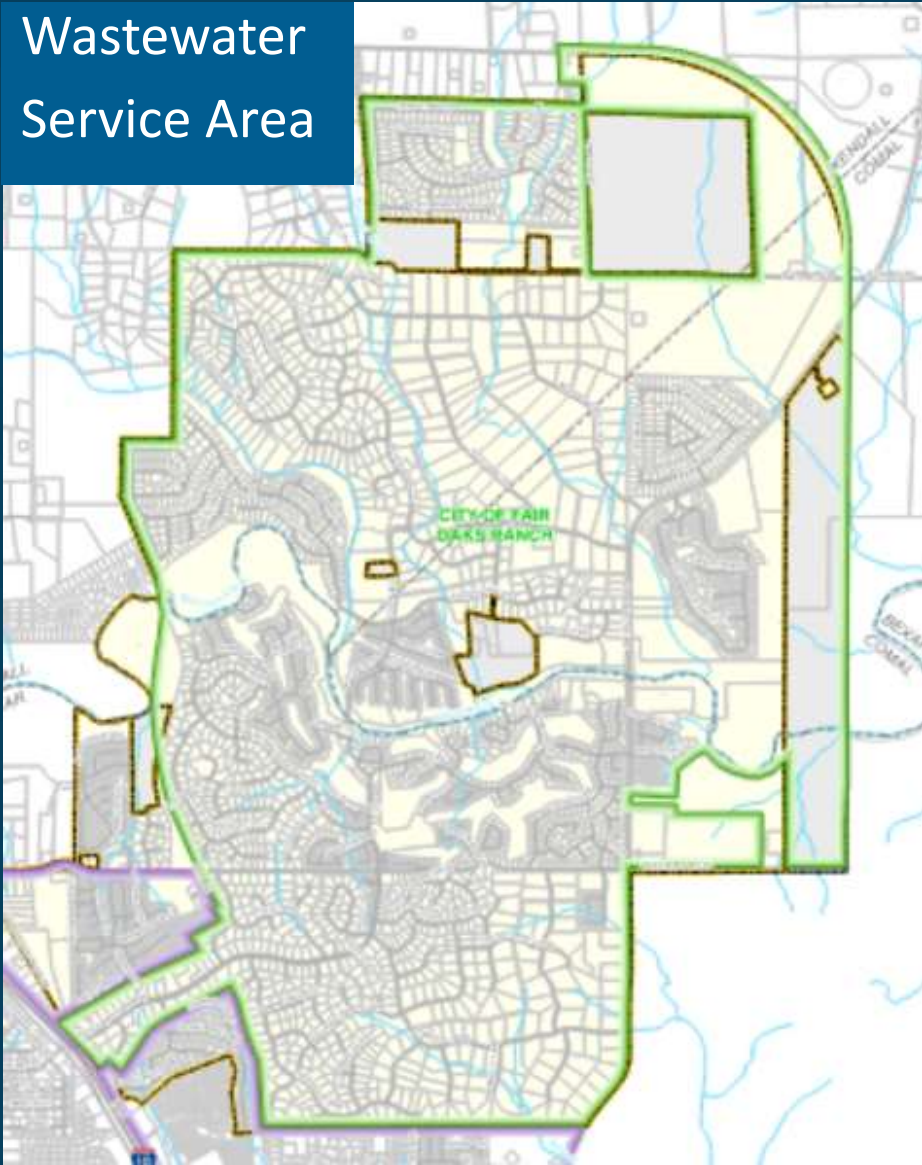
$$\text{Impact Fee per Service Unit} = \frac{\text{IFCIP Cost - Credit}}{\text{New Service Units}}$$

# Service Areas

Water Service Area



Wastewater Service Area

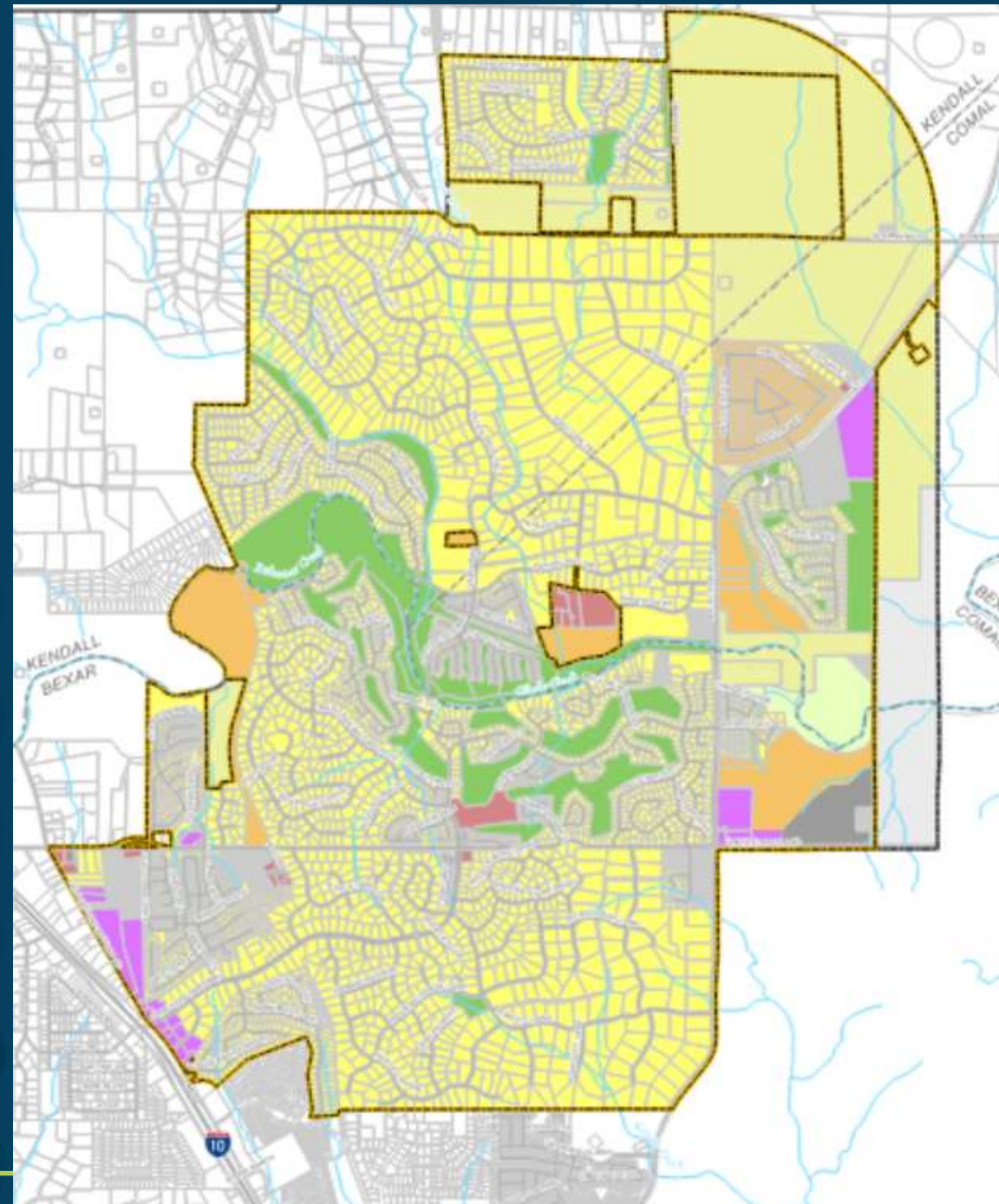




# Future Land Use

## FUTURE LAND USE

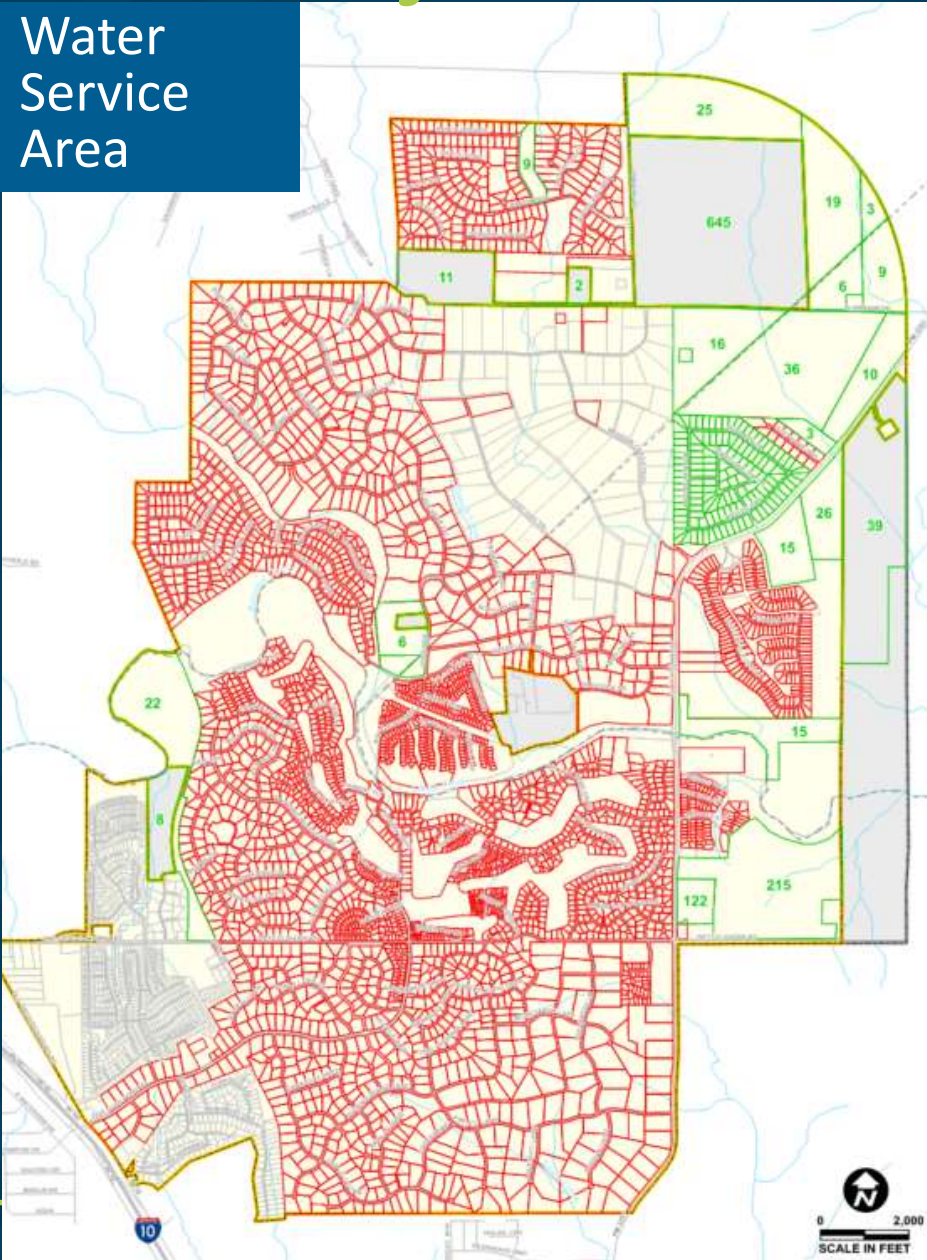
-  Civic & Community Facilities
-  Existing Parks and Open Space
-  Existing Residential
-  Logistics
-  Mixed Use Village
-  Neighborhood Commercial
-  Neighborhood Residential
-  Parks and Open Space
-  Rural Residential



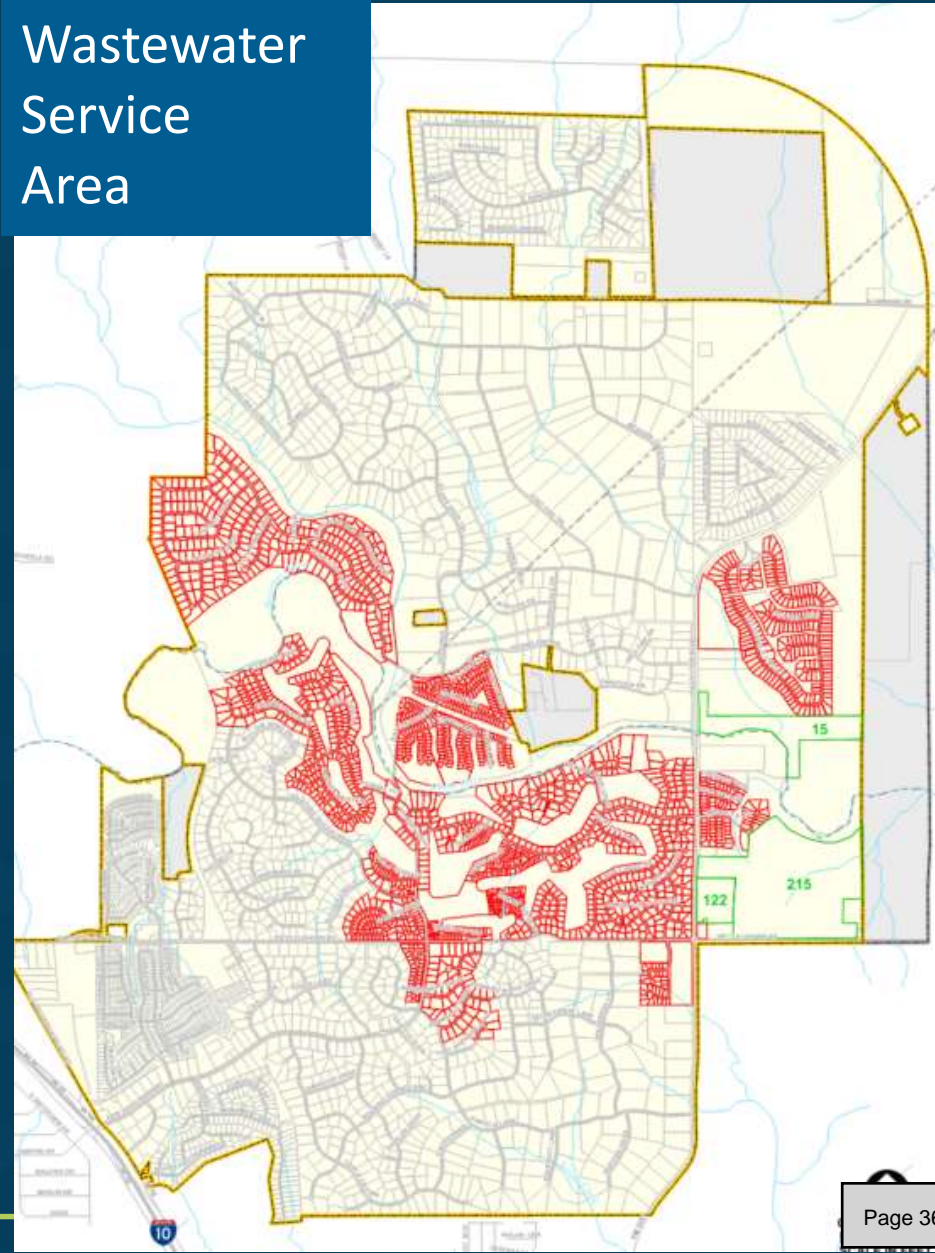


# Growth Projections

Water Service Area



Wastewater Service Area





# Growth Projections

Year	Water Service Area Connections	Wastewater Service Area Connections
2025	3,255	2,004
2035	4,650	2,356

# Water Demand Projections

Year	Average Day Demand (MGD)	Maximum Day Demand (MGD)	Peak Hour Demand (MGD)
2025	1.63	4.07	8.14
2035	2.33	5.81	11.63

# Wastewater Flow Projections

Year	Average Annual Daily Flow (MGD)	Peak Wet Weather Flow (MGD)
2025	0.32	1.12
2035	0.38	1.32

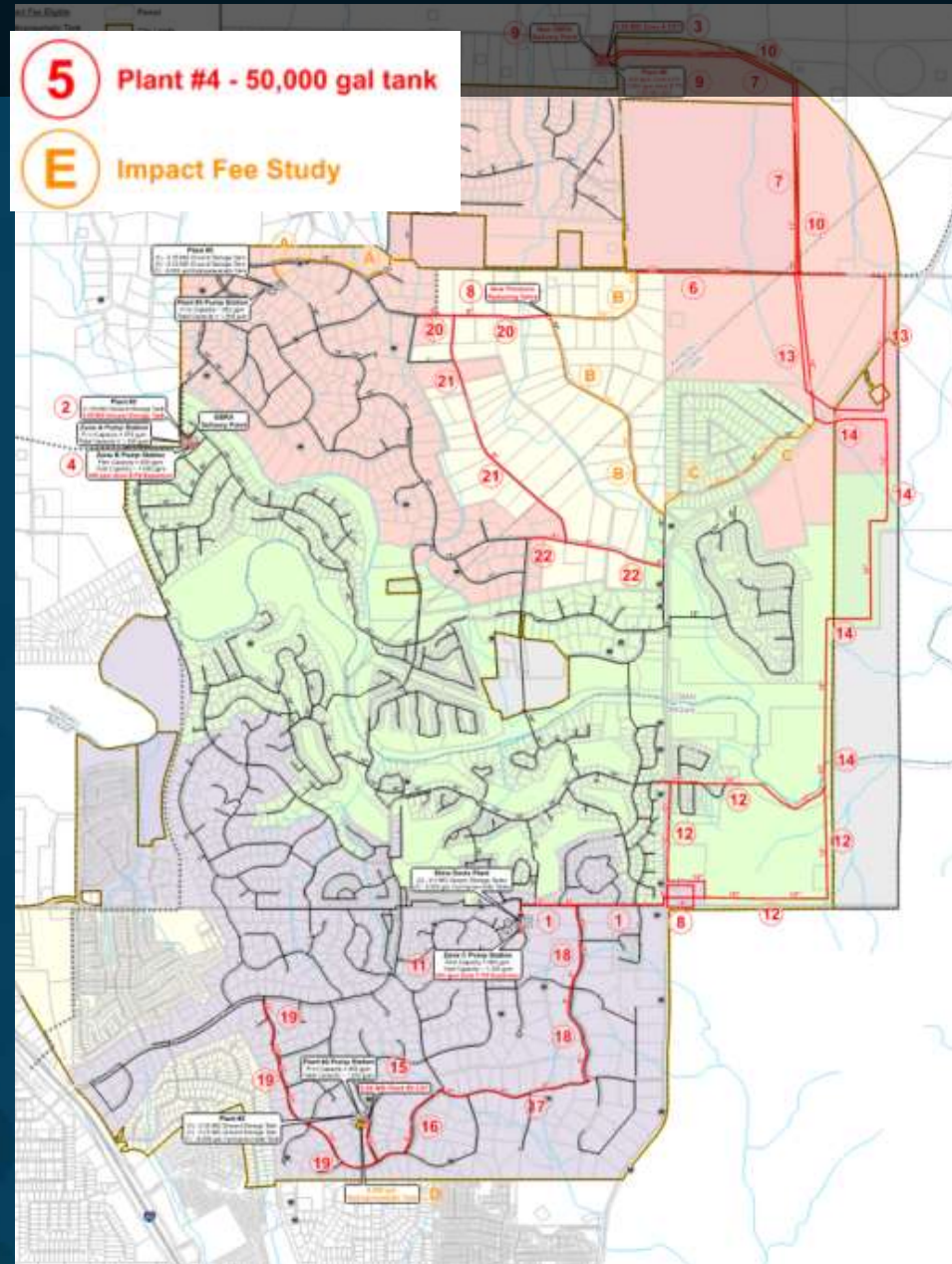
# Water Impact Fee CIP

## Proposed Impact Fee Eligible

- Valve
- Pump Station
- Ground Storage Tank
- Elevated Storage Tank
- Water Line

## Existing Impact Fee Eligible

- Hydropneumatic Tank
- Water Line





# Wastewater Impact Fee CIP

## Proposed Impact Fee Eligible



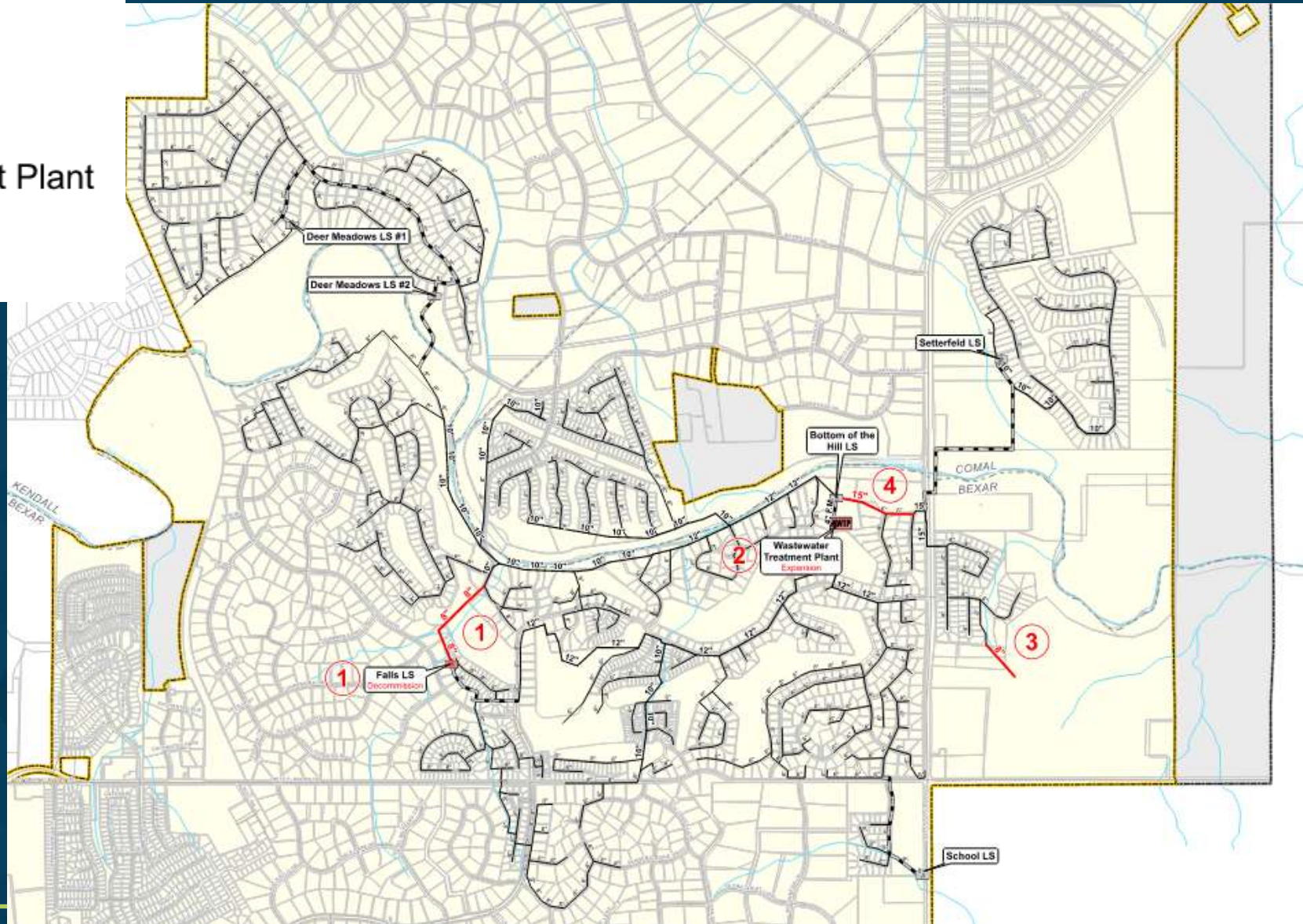
Lift Station



Wastewater Treatment Plant



Gravity Main





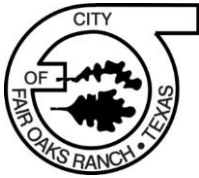
# Project Schedule

- CIAC Meeting #1 March 20<sup>th</sup>
- CIAC Meeting #2 April 3<sup>rd</sup>
- Resolution to set the Date for the Public Hearing May 1<sup>st</sup>
- Public Hearing/Ordinance Adoption June 5<sup>th</sup>

# Questions and Discussion

## Water and Wastewater Impact Fee Update





**CAPITAL IMPROVEMENT ADVISORY COMMITTEE  
CONSIDERATION ITEM  
CITY OF FAIR OAKS RANCH, TEXAS**

AGENDA TOPIC: Consideration and possible action to schedule future regular and special CIAC semiannual meetings  
DATE: March 20, 2025  
DEPARTMENT: Capital Improvement Advisory Committee  
PRESENTED BY: Amanda Valdez, TRMC, Deputy City Secretary

**INTRODUCTION/BACKGROUND:**

Section III of the CIAC Rules of Procedure, adopted in 2022, states that “the CIAC shall meet at 9:00 AM on the first Thursday in March and September each year or at the call of the Chairman.” This schedule was approved by the committee during its March 9, 2022, semiannual meeting.

The Municipal Court has since scheduled its recurring monthly hearings for the first Thursday of each month. As the City does not have a dedicated meeting space, this scheduling conflict prevents the CIAC from continuing to meet at the previously established time. To address this issue, the committee will consider adopting a revised uniform meeting schedule. Following the committee’s recommendation, staff will present a Resolution to City Council to update the Rules of Procedure accordingly.

Additionally, the committee will need to schedule a special meeting in April to receive a presentation from Freese & Nichols regarding newly drafted impact fees before forwarding the matter to City Council for consideration.

The committee is asked to recommend a new recurring meeting date and time as well as schedule a special meeting in April to receive the impact fee presentation.

**POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

1. Complies with the CIAC rules of procedure relative to Meetings
2. Provides the CIAC and members of the public an opportunity to anticipate upcoming meetings.

**LONGTERM FINANCIAL & BUDGETARY IMPACT:**

N/A

**LEGAL ANALYSIS:**

N/A

**RECOMMENDATION/PROPOSED MOTION:**

I move that the Fair Oaks Ranch Capital Improvements Advisory Committee schedule regular recurring semiannual meetings at \_\_\_\_\_ AM on the \_\_ (ex. First, Second) \_\_\_\_\_ (day of the week) in March and September of each year.

I move to schedule a special meeting of the Fair Oaks Ranch Capital Improvements Advisory Committee for \_\_\_\_\_ AM on \_\_\_\_\_.