

NOTICE OF CAPITAL IMPROVEMENTS ADVISORY COMMITTEE CITY OF TOMBALL, TEXAS



**Monday, December 11, 2023
5:30 PM**

Notice is hereby given of a meeting of the Capital Improvements Advisory Committee, to be held on Monday, December 11, 2023 at 5:30 PM, City Hall, 401 Market Street, Tomball, Texas 77375, for the purpose of considering the following agenda items. All agenda items are subject to action. The Capital Improvements Advisory Committee reserves the right to meet in a closed session for consultation with attorney on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

- A. Call to Order
- B. Public Comments and Receipt of Petitions; *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*
- C. Reports and Announcements
- D. Approval of Minutes
 - [D.1](#) Consideration to Approve the Minutes of the Special Capital Improvements Advisory Committee Meeting of August 14, 2023.
- E. New Business
 - [E.1](#) Discussion and possible action on the status of Impact Fees and action regarding filing a semi-annual report with respect to the Capital Improvements Plan and report to City Council.
 - [E.2](#) Discussion and Action Regarding establishing the next meeting of the Capital Improvement Plan Advisory Committee to file a semi-annual report with respect to the progress of the Capital Improvement Plan as required by Section 395.058 of the Texas Local Government Code.
- F. Adjournment

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Tomball, Texas, a place readily accessible to the general public at all times, on the 8th day of December 2023 by 5:00 PM, and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Kimberly Chandler
Community Development Coordinator

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (281) 290-1002 or FAX (281) 351-6256 for further information.

AGENDAS MAY BE VIEWED ONLINE AT www.ci.tomball.tx.us.

Capital Improvement Plan Advisory Committee

Agenda Item

Data Sheet

Meeting Date: December 11, 2023

Topic:

Consideration to Approve the Minutes of the Special Capital Improvements Advisory Committee Meeting of August 14, 2023.

Background:

Origination: Community Development

Recommendation:

Party(ies) responsible for placing this item on agenda: Jared Smith (City Planner)

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____ If yes, specify Account Number: # _____

If no, funds will be transferred from account: # _____ To Account: # _____

Signed: _____ **Approved by:** _____
 Staff Member Date City Manager Date

**MINUTES OF SPECIAL
CAPITAL IMPROVEMENT PLAN
ADVISORY COMMITTEE MEETING
CITY OF TOMBALL, TEXAS**

MONDAY, AUGUST 14, 2023



5:00 P.M.

A. The meeting was called to Order at 5:08 p.m. by Chairwoman Tague. Other members present were:

Commissioner Richard Anderson
Commissioner Tiffany Fuller
Commissioner Tana Ross
Commissioner Scott Moore
Commissioner Susan Harris

Others present:

Jessica Rogers – Assistant City Manager
Public Works Director – Drew Huffman
Will Goff – Utilities Superintendent
Meagan Mageo – Project Manager
City Attorney – Tommy Ramsey
Jared Smith – City Planner
Community Development Coordinator – Kim Chandler

draft

B. No Public Comments were received.

C. Reports or Announcements:

Jessica Rogers – Assistant City Manager announced the following:

- Craig Meyers has returned as Community Development Coordinator.

D. Motion was made by Commissioner Anderson, second by Commissioner Ross, to approve the Minutes of the Capital Improvements Plan Advisory Committee Meeting of June 12, 2023.

Roll call vote was called by Commission Secretary Kim Chandler.

Motion carried unanimously.

Discussion/Action of the Following Items:

E. New Business:

E.1 Presentation and Discussion of Land Use Assumptions, Capital Improvements Plan (CIP) and Impact Fee Analysis for Water and Wastewater, relating to possible adoption of updated Impact Fees; Consideration of Written Comments to be Provided to the City Council; in accordance with Chapter 395, Texas Local Government Code; Making Other Findings and Providing Details Related Thereto.

- Richard Weatherly with Freese & Nichols presented the status of Impact Fee Updates, Capital Improvements Plan and Land Use Assumption Report.

Motion was made by Commissioner Harris, second by Commissioner Moore to approve the presentation of Impact Fee Updates, Capital Improvements Plan and Land Use Assumption Report.

Roll call vote was called by Commission Secretary Kim Chandler.

Vote was as follows:

Chair Harris	<u>Aye</u>
Commissioner Tague	<u>Aye</u>
Commissioner Ross	<u>Abstain</u>
Commissioner Moore	<u>Aye</u>
Commissioner Anderson	<u>Aye</u>
Commissioner Fuller	<u>Aye</u>

Motion carried unanimously.

D.2 Discuss and finalize comments and recommendation of Impact Fees to be presented to City Council on September 5, 2023.

Motion was made by Commissioner Anderson, second by Commissioner Harris to approve the Planning and Zoning Commission’s recommendations of Impact Fees to City Council on September 5, 2023.

Roll call vote was called by Commission Secretary Kim Chandler.

Special Capital Improvement Plan Advisory Committee Meeting
 August 14, 2023
 Page 3 of 3

Vote was as follows:

Chair Harris	<u>Aye</u>
Commissioner Tague	<u>Aye</u>
Commissioner Ross	<u>Aye</u>
Commissioner Moore	<u>Aye</u>
Commissioner Anderson	<u>Aye</u>
Commissioner Fuller	<u>Aye</u>

Motion carried unanimously.

F. Motion was made by Commissioner Anderson, second by Commissioner Moore, to adjourn.

Roll call vote was called by Commission Secretary Kim Chandler.

Motion carried unanimously.

Meeting was adjourned at 5:59 p.m.

PASSED AND APPROVED this _____ day of _____ 2023.

 Kim Chandler
 Community Development Coordinator /
 Commission Secretary

 Barbara Tague
 Commission Chair

Capital Improvement Plan Advisory Committee
Agenda Item
Data Sheet

Meeting Date: December 11, 2023

Topic:

Discussion and possible action on the status of Impact Fees and action regarding filing a semi-annual report with respect to the Capital Improvements Plan and report to City Council.

Background:

Origination: Public Works Department

Recommendation:

Party(ies) responsible for placing this item on agenda: Drew Huffman, Public Works Director

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: No: If yes, specify Account Number: #

If no, funds will be transferred from account: # _____ To Account: # _____

Signed: _____ **Approved by:** _____
 Staff Member Date City Manager Date

Capital Improvement Projects Advisory Committee Impact Fee & Project Update

December 2023



Agenda

- Impact Fees
 - Current Adopted Impact Fees effective November 2024
- Capital Improvement Projects
 - Overview & Status of Current Projects
 - Overview of Complete Projects



Updated Impact Fees

Water and Wastewater Impact Fees

<i>Living Unit Equivalents (LUEs)</i>	<i>Water Meter Size</i>	<i>Water Impact Fee</i>	<i>Wastewater Impact Fee</i>	<i>Total Fees</i>
1.0	¾ inch	\$6,618	\$8,069	\$14,687
1.6	1 inch	\$10,588	\$12,910	\$23,498
5.3	1.5 inch	\$35,075	\$42,765	\$77,840
6.6	2 inch	\$43,678	\$53,255	\$96,933
13.3	3 inch	\$88,019	\$107,317	\$195,336
26.6	4 inch	\$176,038	\$214,635	\$390,673
53.3	6 inch	\$352,739	\$430,077	\$782,816
90.0	8 inch	\$595,620	\$726,210	\$1,321,830
166.6	10 inch	\$1,102,558	\$1,344,295	\$2,446,853



Current Projects Impact Fee Funded



Grand Parkway Elevated Storage Tank

Impact Fee Funded

- Description:
 - As agreed upon in the Development Agreement for Lovett Industrial, the City will construct a 1.0MG Elevated Storage Tank (EST) and approximately 500LF of 16-inch water line to connect the existing 12-inch line near the site location
- Progress
 - Project is fully underway with the entire pedestal constructed. Next steps will be to construct the bowl, install all piping and paint the tower with a new City of Tomball logo.



S. Persimmon Water Line Extension

Impact Fee Funded

- Description:
 - Replace the existing deteriorating 6-inch water line along S. Persimmon from Lizzie Lane to Sutton Lane.
 - The replacement line will tie into the new water line extension for the Medical Complex project.
- Progress:
 - Contract has been awarded to ISJ Underground Utilities, LLC for a total contract amount of \$305,970.
 - The project is 90% complete, will be completed before February 2024



Rudolph Road Water & Sanitary Sewer Line Extension

Impact Fee Funded

- Description:
 - Extend the sanitary sewer line from near Zion Road to Texas Prospects Baseball Academy.
 - Plans and specifications are completed, pending bid with water line in 2023.
 - Extend the water line from Hufsmith Road to Zion Road, upsizing to an 8-inch line.
- Progress:
 - Project will start in February 2024 and be completed in Summer of 2024



Impact Fee Fund Balances

- Fund Balances (as of September 31, 2023)
 - Fiscal Year transfers for impact fee funded projects have not been made

Water	Sanitary Sewer	Drainage
\$5,663,399	\$4,706,189	\$1,441,601



Current Projects Bond Funded



Pine Street Elevated Storage Tank Rehabilitation

Bond Funded

- Description:
 - Rehabilitation of the exterior of the Pine Street Elevated Storage Tank based on the inspection performed in 2020.
 - Project is based on the recommendations in the inspection, to maintain TCEQ standards and integrity of the tank.
- Progress
 - Project will start in late January, early February 2024 with a 12 week completion time frame



East Water Plant – Phase I

Bond Funded

- Description:
 - The Water Master Plan completed in 2018, identified needed improvements to the City's water distribution system that would help the City serve anticipated future water demand.
 - Recommendation included construction of a new water plant, referred to as the East Water Plant, to be located near Hufsmith-Kohrville.
- Progress:
 - Design consultants have been working on the preliminary design and assisting staff with the site location.
 - Staff is working to finalize details for the selected sites
 - Two sites have been finalized. More details will be provided at the next meeting



FM 2920 Lift Station Improvements

Bond Funded

- Description:
 - The FM 2920 Lift Station project is part of the effort to extend capacity of the wastewater collection system on the south and west sides of the City. The current FM 2920 Lift Station does not have the capacity for future development needs and our consultant is evaluating alternatives to expanding the lift station or consolidating by designing a gravity line.
- Progress:
 - Design consultants have identified all feasible alternatives and staff is finalizing the properties that will be impacted by the project.



Current Projects Grant Funded



Jerry Matheson Park Revitalization

Grant & City Funded

Description:

The City will be completing a revitalization of Jerry Matheson Park to include the installation of Pickleball Courts, a splashpad with features, walking trail and new playground equipment. Additionally, upgrades will be completed on the existing pool, baseball field and tennis courts.

The City has been selected to receive a grant from Texas Parks and Wildlife for \$750,000 to assist in the completion of the revitalization

- Additional funding sources include: Tomball Economic Development Corporation, Tomball Regional Health Foundation & HCA-Tomball



Jerry Matheson Park Revitalization

Progress:

- Playground equipment has been installed, and reopened to the public.
- Council has approved the purchase of the splashpad, tentative completion is Fall of 2023.
- The Project has started with a completion timeframe of Summer 2024
 - Pickleball Courts - Started
 - Baseball Netting - Complete
 - Drainage and Dirt Work - Started
 - Pool recoating and new fencing – Pool renovations Complete, Fencing has Started
- Working with Harris County Precinct 4 to develop and Interlocal Agreement for the installation of the walking trails, with the City reimbursing material.



Jerry Matheson Park Revitalization



Current Projects Enterprise Funded



Wastewater & Water Master Plan Update and Impact Fee Update

- Description:
 - Update the Wastewater Master Plan, adopted in 2017, and Water Master Plan, adopted in 2018, based on the increased development in the City. The plans will also update the City's existing hydraulic models, and develop updated capital improvement projects for 5-year, 10-year, and 25-year planning periods.
 - Update to the water and wastewater impact fees as required by Chapter 395 of Texas Local Government Code.
- Progress:
 - Complete



Questions?



Capital Improvement Plan Advisory Committee
Agenda Item
Data Sheet

Meeting Date: December 11, 2023

Topic:

Discussion and Action Regarding establishing the next meeting of the Capital Improvement Plan Advisory Committee to file a semi-annual report with respect to the progress of the Capital Improvement Plan as required by Section 395.058 of the Texas Local Government Code.

Background:

Origination: Public Works Department

Recommendation:

Party(ies) responsible for placing this item on agenda: Drew Huffman, Public Works Department

FUNDING (IF APPLICABLE)

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