

**NOTICE OF CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
CITY OF TOMBALL, TEXAS**



**Monday, December 12, 2022
5:30 PM**

Notice is hereby given of a meeting of the Capital Improvements Advisory Committee, to be held on Monday, December 12, 2022 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 Capital Improvements Advisory Committee Meeting of June 13, 2022.
- 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 9th day of December 2022 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 12, 2022

Topic:
Consideration to Approve the Minutes of the Capital Improvements Advisory Committee Meeting of June 13, 2022.

Background:

Origination: Community Development

Recommendation:

Approval

Party(ies) responsible for placing this item on agenda: Kim Chandler, Community Development Coordinator

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

MONDAY, JUNE 13, 2022



5:50 P.M.

A. The meeting was called to Order at 5:53 p.m. by Chairman Tague. Other members present were:

Commissioner Richard Anderson
Commissioner Caitlin McNeilly
Commissioner Tana Ross

Commissioner Susan Harris – Excused Absence

Others present:

Community Development Director – Nathan Dietrich
Assistant City Manager – Jessica Rogers
Public Works Director – Drew Huffman
City Attorney – Justin Pruitt
Community Development Coordinator – Kim Chandler
Project Manager – Meagan Mageo

Draft

B. No Public Comments were received.

C. Reports and Announcements:

- Nathan Dietrich, Community Development Director, announced the following:
 - Introduced the new City of Tomball Public Works Director, Drew Huffman.

Motion was made by Commissioner Anderson, second by Commissioner Ross, to approve the Minutes of the Capital Improvements Plan Advisory Committee Meeting of December 13, 2021.

Roll call vote was called by Commission Secretary Kim Chandler.

Motion carried unanimously.

Discussion/Action of the Following Items:

D. New Business:

D.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.

- Recommendation of no update to Land Use Assumptions, Capital Improvement Plan, and/or Impact Fees.
- Nathan Dietrich (Community Development Director) and Meagan Mageo (Project Manager) presented the Status of Impact Fees and Capital Improvements Plan and Report.

Motion was made by Commissioner Anderson, second by Commissioner Ross to recommend no update to Land Use Assumptions, Capital Improvement Plan, and/or Impact Fees.

Roll call vote was called by Commission Secretary Kim Chandler.

Vote was as follows:

Chair Tague	<u>Aye</u>
Commissioner Anderson	<u>Aye</u>
Commissioner McNeilly	<u>Aye</u>
Commissioner Ross	<u>Aye</u>

Motion carried unanimously.

D.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 on December 12, 2022 at 5:30 pm.

Motion was made by Commissioner Anderson, second by Commissioner McNeilly to set the next meeting on December 12, 2022 at 5:30 p.m.

Roll call vote was called by Commission Secretary Kim Chandler.

Vote was as follows:

Chair Tague	<u>Aye</u>
Commissioner Anderson	<u>Aye</u>
Commissioner McNeilly	<u>Aye</u>
Commissioner Ross	<u>Aye</u>

Motion carried unanimously.

E. Motion was made by Commissioner Anderson, second by Commissioner Ross, to adjourn.

Roll call vote was called by Commission Secretary Kim Chandler.

Motion carried unanimously.

Meeting was adjourned at 6:06 p.m.

PASSED AND APPROVED this _____ day of _____ 2022.

Kim Chandler
Community Development Coordinator /
Commission Secretary

Barbara Tague
Commission Chair

Capital Improvement Plan Advisory Committee Agenda Item Data Sheet

Meeting Date: December 12, 2022

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: Community Development

Recommendation:

Party(ies) responsible for placing this item on agenda: Kim Chandler, Community Development Coordinator

FUNDING (IF APPLICABLE)

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

Capital Improvement Projects Advisory Committee Impact Fee & Project Update

December 12, 2022



Agenda

- Impact Fees
 - Current Adopted Impact Fees
 - Impact Fees Collected as of Fiscal Year End
 - Impact Fee Fund Balances as of Fiscal Year End
- Capital Improvement Projects
 - Overview & Status of Current Projects
 - Overview of Complete Projects



Current 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	\$3,781.00	\$2,521.00	\$6,302.00
2.5	1 inch	\$6,314.27	\$4,210.07	\$10,524.34
5.0	1.5 inch	\$12,590.73	\$8,394.93	\$20,985.66
8.0	2 inch	\$20,152.73	\$13,436.93	\$33,589.66
16.0	3 inch	\$44,124.27	\$29,420.07	\$73,544.34
25.0	4 inch	\$75,620.00	\$50,420.00	\$126,040.00
50.0	6 inch	\$170,145.00	\$113,445.00	\$283,590.00
80.0	8 inch	\$201,640.73	\$134,444.93	\$336,085.66
Drainage Impact Fees				
<i>Drainage Basin</i>			<i>Fee</i>	
M118			\$5,757.81 per acre	
M121E			\$7,886.69 per acre	
M121W			\$6,692.00 per acre	
M125			\$436.88 per acre	



Impact Fees Collected

Fiscal Year	New Residential	New Commercial	Water	Sanitary Sewer	Drainage
2018/2019	77	22	\$362,000	\$361,000	\$192,000
2019/2020	231	19	\$726,000	\$658,000	\$358,000
2020/2021	474	14	\$1,571,435	\$1,306,859	\$387,132
2021/2022 (as of 09/30/2022)	416	28	\$1,740,009	\$1,335,482	\$429,685



Impact Fee Fund Balances

- Fund Balances (as of September 30, 2022)

Water	Sanitary Sewer	Drainage
\$5,669,494	\$4,706,189	\$1,441,601



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
 - Design and specifications of the tank and water line extension are approximately 90% complete and are pending final submittal to staff for approval before submission to TCEQ and bidding.



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:
 - Design is approximately 90%; all easement issues have been addressed.
 - Bidding for the project is pending early 2023.



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:
 - Design consultant is working to determine the best location for the extension, east or west side of Rudolph Road.
 - Once placement is determined, staff will determine if acquisition services are required.



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
 - Design consultant is currently working on the specifications; bidding to occur mid-2023.



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 consultant has been awarded a contract for the design, site location assistance, and construction over-sight.
 - Project began November 2022.



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, maintenance 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:

The grant contract from TPWD has been received, and approved by Council.

- The design of the splash pad has been completed.
- Playground equipment has been ordered and is pending installation.
 - We are receiving a Notice to Proceed for this portion of the project early.
- Working with the design consultant to finalize the overall plan of the park for submission to TPWD for final approval and Notice to Proceed.



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:
 - Consultant has been awarded a contract and work has begun.
 - Anticipate bringing proposed impact fees to CIPAC in July 2023.



Completed Projects



Medical Complex Dr. Extension Segment 4

Bond Funded



Description:

Segment 4 of the proposed Medical Complex Corridor commences at Cherry Street and continues easterly to South Persimmon and ends at Hufsmith-Kohrville as well as from South Persimmon to the Project includes extending City utilities and drainage in the ROW.

Progress:

Construction has been completed with the road opened. Centerpoint will be installing the street lights early 2023.



Questions?



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Recommendation:

Approval

Party(ies) responsible for placing this item on agenda: Kim Chandler, Community Development Coordinator

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