



**NOTICE OF THE REGULAR MEETING
OF THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**

Tuesday, June 5, 2018

7:00 p.m.

**(or at the conclusion of the meeting of the
Planning and Zoning Commission)**

Notice is hereby given of a Regular Meeting of the Town of Argyle Capital Improvements Advisory Committee beginning at 7:00 p.m., Tuesday, June 5, 2018, at Argyle Town Hall, 308 Denton Street, Argyle, Texas. The items listed below are placed on the agenda for discussion and/or action.

AGENDA

A. CALL TO ORDER – Chairman

B. MINUTES

1. Consider approval of the minutes of the Regular Meeting of the Capital Improvements Advisory Committee of November 7, 2017.

C. NEW BUSINESS

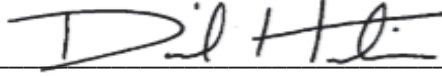
1. Consider approval of the Semiannual Impact Fee Report to the Town Council.
2. Discussion and review of impact fees for residential and non-residential developments.

D. FUTURE AGENDA AND ITEMS OF INTEREST

E. ADJOURN

CERTIFICATION

I hereby certify that the above notice was posted on the bulletin board at Argyle Town Hall, 308 Denton Street, Argyle, Texas, on the 1st day of June, 2018.

A handwritten signature in black ink, appearing to read "D. Hawkins", written over a horizontal line.

David Hawkins, AICP Director of Community Development

**MINUTES OF THE TOWN OF ARGYLE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
November 7, 2017**

A meeting of the Capital Improvements Advisory Committee (CIAC) was held on Tuesday, November 7, 2017, at 7:00 p.m. at Argyle Town Hall, located at 308 Denton Street, Argyle, Texas. This was an OPEN MEETING, open to the public, subject to the open meeting laws of the State of Texas and, as required by law was hereby posted on November 3rd, 2017 at 5:00 PM, at Argyle Town Hall, giving notice of time, date, place, and agenda thereof.

CIAC MEMBERS PRESENT:

Paul Walker, Chairman
Rick Bradford, Vice-Chairman
Richard Spies
Wayne Holt
Eric Fields
Leona McDade
Gordon Baethge

CIAC MEMBERS ABSENT:

STAFF PRESENT:

David Hawkins, Director of Community Development
Angie Manglaris, Development Coordinator
Matthew Butler, Town Attorney

MEETING AGENDA

A. CALL TO ORDER

Chairman Walker called the meeting to order at 8:52 p.m., noting a quorum was present.

B. MINUTES

- 1. Consider approval of the minutes of the Meeting of the Capital Improvements Advisory Committee of June 6, 2017.**

Mr. Spies motioned to approve the minutes of June 6, 2017 as submitted. Ms. McDade seconded and the motion carried unanimously by a vote of (7-0).

C. NEW BUSINESS

- 1. Consider approval of the Semiannual Impact Fee Report to the Town Council.**

Mr. Hawkins presented the Semiannual Impact Fee Report.

Mr. Spies motioned to accept the Semiannual Impact Fee Report as presented and to forward the report to the Town Council. Mr. Holt seconded and the motion carried unanimously (7-0).

D. FUTURE AGENDA AND ITEMS OF INTEREST

None.

E. ADJOURN

Chairman Walker adjourned the meeting at 9:06 p.m.

APPROVED this the 5th day of JUNE, 2018.

Rick Bradford
Vice-Chairman

WITNESS:

David Hawkins, AICP
Director of Community Development



**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
STAFF REPORT**

Meeting Date: June 5, 2018

To: Chairman and Members of the Capital Improvements Advisory Committee

From: David Hawkins, Director of Community Development

Subject: New Business Item C-1
Semiannual Impact Fee Report

Purpose:

Consider approval of the Semiannual Impact Fee Report to the Town Council

Background:

Section 395.058 (c) (4) of the Texas Local Government Code requires that the Capital Improvements Advisory Committee (CIAC) file semiannual reports with respect to the progress of the capital improvements plan and report to the political subdivision (Town Council) any perceived inequities in implementing the plan or imposing the fee.

Analysis:

The Impact Fee program for the Town of Argyle is progressing as outlined in the adopted Impact Fee Study adopted on April 7, 2015 (Adopted on a 5 year schedule). Impact Fee collection totals for the fiscal year to dates are as follows:

Waste Water Impact Fee Account:

FY18 YTD as of 3/30/18: \$62,118.93

Roadway Impact Fee Account:

FY18 YTD as of 3/30/18: \$64,301.17

Ending fund balances (unaudited) for Impact Fees as estimated for March 30, 2018 (unaudited) are as follows:

Waste Water Impact Fee Account: \$343,467.36

Roadway Impact Fee Fund Account: \$962,269.57

There are no signs of any perceived inequities in implementing the capital improvements plan or in the imposition of the fee.

Recommendation:

Staff forwards the Impact Fee Report for your consideration.



CAPITAL IMPROVEMENTS ADVISORY COMMITTEE STAFF REPORT

Meeting Date: June 5, 2018

To: Chairman and Members of the Capital Improvements Advisory Committee

From: David Hawkins, Director of Community Development

Subject: New Business Item C-2
Semiannual Impact Fee Report

Purpose:

Discussion and review of impact fees for residential and non-residential developments.

Background:

At the previous CIAC meeting, there was discussion about what the current impact fees rates were for the Town of Argyle and how they compare to other cities that collect impact fees. Staff has compiled a summary chart that lists the Town of Argyle current Roadway and Wastewater impact fee rates for both residential and non-residential developments as well as five (5) other cities.

In addition, there was discussion about next steps in preparations for the next Impact Fee Ordinance Update. Per Chapter 395 of the Texas Local Government Code (TLGC), Impact Fee Ordinances are mandated to be updated every five (5) years. The last update for the Town of Argyle was completed on April 7, 2015. The next update will need to be completed by April 2020 so staff will be preparing to initiate this process next year near April 2019 as this process can take up to a year to complete. Staff was also able to receive confirmation from a consulting engineer that impact fee funds can be used to update the program and to pay the cost for consultants to prepare the technical work.

Recommendation:

N/A

Roadway Impact Fees

	Residential	General Office (Based on a 10,000 SQ FT building)	General Retail (Based on a 10,000 SQ FT building)
Town of Argyle	\$2,500.00	\$27, 393	\$26,797.00
Town of Flower Mound- Service Area A	\$1,424.10	\$9,599.75	\$13,218.75
Town of Flower Mound- Service Area B	\$3,714.78	\$24,949.10	\$34,419.95
City of Southlake- North Service Area	\$2,292.00	\$25,610.00	\$48,300.00
City of Southlake- South Service Area	\$1,640.00	\$18,330.00	\$34, 560
Northlake Zone 1 (NW)	\$6,094.10	NA	\$226, 033
Northlake Zone 2- (NE)	\$3,844.98	NA	\$142, 623
Northlake Zone 3 (SW)	\$691.60	NA	\$25, 657.60
Northlake Zone 4 (SE)	\$710.62	NA	\$26, 632.50
City of Colleyville Service Area 1	\$4,941.00	\$7,790.00	\$7,790.00
City of Colleyville Service Area 2	\$4,941.00	\$21,580.00	\$21,580.00
Keller Service Area 1	\$2,999.19	\$24,922.00	\$24, 922
Keller Service Area 2	\$2,451.00	\$18, 416.3	\$18, 416.3

Wastewater Impact Fees

	5/8"	3/4"	1"	1-1/2"
Argyle	\$2,914.00	\$2,914.00	\$7,868.00	9, 616.18
Flower Mound-Long Prairie District Residential	\$2,436.00	\$3,645.00	\$6,090.00	\$12,180.00
Flower Mound-Long Prairie District Non-Residential	\$1,218.00	\$1,827.00	\$3,045.00	\$6,090.00
Southlake	\$2,609.00	\$3,914.00	\$6,523.00	\$13,045.00
Northlake	\$964.00	\$1,446.00	\$2,410.00	\$4,821.00
Colleyville	\$643.00	\$965.00	\$1,068.00	\$3,215.00
Keller	\$918.00	\$1,560.60	\$2,478.60	\$3,029.40