



City of Round Rock

Capital Improvements Advisory Committee (CIAC) Meeting Agenda - Final

Chairman David Pavliska
Vice Chair Matt Baker
Alternate Vice Chair Rob Wendt
Committee Member Stacie Bryan
Committee Member Casey Clawson
Committee Member Jennifer Henderson
Committee Member Greg Rabaey
Committee Member Selicia Sanchez
Committee Member Jennifer Sellers
Ad Hoc Member David Sour
Ad Hoc Member Edward Hanna

Wednesday, November 1, 2017

6:00 PM

City Council Chambers, 221 East Main St.

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES:

- C.1 [2017-4921](#) Consider approval of the May 17, 2017 meeting minutes.

D. SEMI-ANNUAL REPORT:

- D.1 [2017-4922](#) Consider and recommend approval of the Semi-Annual Report to City Council with respect to the progress of the Capital Improvements Plan and identification of any perceived inequities on Impact Fees.

E. ADJOURNMENT

In addition to any executive session already listed above, the Capital Improvements Advisory Committee for the City of Round Rock reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code for the following purposes:

§551.071 Consultation with Attorney
§551.072 Deliberations regarding Real Property
§551.073 Deliberations regarding Gifts and Donations
§551.074 Personnel Matters
§551.076 Deliberations regarding Security Devices
§551.087 Deliberations regarding Economic Development Negotiations

POSTING CERTIFICATION

I certify that this notice of the Capital Improvements Advisory Committee was posted on the 26th day of October 2017 at 5:00 p.m. as required by law in accordance with Section 551.043 of the Texas Government Code.

*/ORIGINAL SIGNED/
Sara L. White, TRMC, City Clerk*

**City of Round Rock, Texas
Capital Improvements Advisory Committee
May 17, 2017, Meeting**

Draft Meeting Minutes

A. CALL TO ORDER

The May 17, 2017, meeting of the Capital Improvements Advisory Committee (CIAC) was held in Round Rock City Council Chambers located at 221 East Main Street. With a quorum present, Committee Chairman David Pavliska called the meeting to order at 6:00 p.m.

B. ROLL CALL

Members in attendance included Chairman David Pavliska, Vice Chair Matthew Baker, Committee Members Stacie Bryan, Casey Clawson, Jennifer Henderson, Selicia Sanchez, Jennifer Sellers, Greg Rabaey, Rob Wendt, and Ad Hoc Committee Member David Sour. Ad Hoc Committee Member Edward Hanna was absent.

City staff included Michael Thane, Director of Utilities and Environmental Services; Brad Wiseman, Anel Naik, and Veronica Chandler with Planning and Development Services (PDS).

C. MEETING MINUTES

C.1 Consider approval of the November 16, 2016, meeting minutes.

With there being no questions or comments, a motion was offered.

MOTION: Motion by Committee Member Bryan, second by Committee Member Henderson to approve the November 6, 2016, meeting minutes as presented.

VOTE: Aye: Chairman Pavliska, Vice Chair Baker, Committee Member Bryan, Committee Member Clawson, Committee Member Henderson, Committee Member Rabaey, Committee Member Sanchez, Committee Member Sellers, Committee Member Wendt, and Ad Hoc Committee Member Sour. Vote to approve: 10-0. The motion carried unanimously.

D. SEMI-ANNUAL REPORT

D.1 Consider and recommend approval of the Semi-Annual Report to City Council with respect to the progress of the Capital Improvements Plan and identification of any perceived inequities on Impact Fees.

Mr. Thane reviewed Texas Local Government Code (TLGC) Section 395 pertaining to the CIAC noting the Committee is responsible for filing a semi-annual report with respect to the progress of the capital improvements plan and report to City Council whether to continue with the existing rates or review them if necessary. Local Government Code requires a report be presented to the Capital Improvements Advisory Committee semi-annually. The current report reflected data collected from October 1, 2016, through April 1, 2017.

Mr. Thane continued by reviewing the surface water usage, along with the number of active water services over the past two years, which indicated water production has remained steady. He also stated water conservation programs, water reuse programs, and community awareness have significantly improved water usage during the last few years. Other topics discussed included potable vs. reuse water; annual multi-family building permits issued; annual commercial building permits issued; annual single-family building permits issued for residential & MUD development; impact fees collected; and population projections for Round Rock and the ETJ from 2010 through 2030.

Mr. Thane followed by reviewing water and wastewater system Capital Improvement Projects that were in progress, scheduled for construction, or had been completed since the last impact fee analysis was completed in November 2015. He noted that some of the upcoming projects listed in the report will be to address needed maintenance to the wastewater system. He concluded his presentation by comparing Round Rock and surrounding communities' single-family utility rates and their associated impact fees.

In closing, Mr. Thane stated population growth in Round Rock is proceeding at a slightly slower rate than what was anticipated in the impact fee report, however, this has not caused a significant concern since the number of connections to the water and wastewater systems are occurring at the projected rate anticipated by the City.

City staff recommended the impact fees be reviewed every three years so the fees could be adjusted according to growth patterns and needs of the water and wastewater utility system improvements.

The following motion was offered:

MOTION: Motion by Committee Member Sanchez, second by Committee Member Baker to approve the Semi-Annual Report and forward the recommendation to City Council.

VOTE: Aye: Chairman Pavliska, Vice Chair Baker, Committee Member Bryan, Committee Member Clawson, Committee Member Henderson, Committee Member Rabaey, Committee Member Sanchez, Committee Member Sellers, Committee Member Wendt, and Ad Hoc Committee Member Sour. Vote to approve: 10-0. The motion carried unanimously.

E. ADJOURNMENT

There being no further discussion, the meeting was adjourned at 6:37 p.m.

Respectfully submitted,

Veronica Chandler
Planning Tech



City of Round Rock Utilities & Environmental Services Department

**Capital Improvements
Plan Progress
Semi-Annual Report
November 2017**

SUMMARY

The Local Government Code Section 395.058 requires the Capital Improvement Advisory Committee (CIAC) to report to the political subdivision the progress of the capital improvements plan and any perceived inequities in implementing the plan or imposing the impact fee. Included herein is the semi-annual report for the reporting period of April 1, 2017 to October 1, 2017. This report includes an updated assessment of the actual growth rate in comparison to the projections and assumptions made in the report; projects completed or initiated during the period; and impact fees collected during the period. These comparisons are used as indicators of the need to update the land use assumptions, capital improvements plan or impact fees.

The local government code also requires the Capital Improvement Advisory Committee to advise the City Council of the need to update the land use assumptions, capital improvements plan and impact fees. These items were last updated by the City in November 2015.

Figure 1 represents Ground and Surface water use, along with the number of active water services over the past two years. Although the City continues to grow, the total water production has remained fairly level over the past two years. Part of this reason could be because water usage is dependent on weather patterns; however, the City's conservation and reuse water programs are also affecting the amount of potable water usage by the City. New water services continue to increase, but at a slower pace compared to the early 2000's.

Figure 1

Figure 2 reflects the monthly potable water production over the past seven years. As can be expected, the average daily demand increases during the summer months; however, total water production is dependent on weather conditions, which effects discretionary water usage.

Figure 2

Figure 3 reflects the monthly potable treated water production and the Type I Reuse treated water production. The City's reuse water system began production in October 2012 with three customers: Old Settlers Park, Dell Diamond, and Forest Creek Golf Course. Since that time, the City has expanded the system to include Forest Creek HOA, Legends Village Subdivision, Austin Community College, Texas A&M Health Science Center, the Forest Grove and Vizcaya Subdivisions. The City continues to promote the reuse water system in the Northeast part of Round Rock and as depicted in Figure 3, the demand continues to grow.

Figure 3

Figure 4 shows the number of single-family building permits issued annually. The number of new housing starts per year in the City of Round Rock has ranged from 222 to 592 over the past nine years. Single-family permits have remained steady over the past year due to new subdivisions available within the City. With the release of four new subdivisions, single-family permitting is averaging about 60 permits per month for the second half of FY-17. Most of the activity is in the Vizcaya, Warner Ranch, Glen Ellyn, and Madsen Ranch subdivisions. Several Municipal Utility Districts (MUDs) that are located in Round Rock's extra-territorial jurisdiction (ETJ) continue to experience a steady number of single-family housing starts over this same time period as well.

Figure 4

Table 1 represents the number of multi-family building permits issued annually. During FY-07, a large number of new apartment complexes were constructed within the City. This is reflected in the amount of impact fees collected during that year. The following years did not see this amount of multi-family construction; however, the population continued to grow despite the fewer permits issued. In FY-14, there was an increase in the number of multi-family projects under construction; however, these projects were permitted in FY-13, as shown in the table below. Currently, there are four multi-family complexes that are either under construction or in permit review.

Table 1

Fiscal Year	Units Permitted
FY 2005	538
FY 2006	56
FY 2007	2147
FY 2008	224
FY 2009	274
FY 2010	130
FY 2011	0
FY 2012	280
FY 2013	884 (124 LUEs)
FY 2014	334 (63.5 LUEs)
FY 2015	792 (302 LUEs)
FY 2016	608 (157 LUEs)
FY 2017	330 (170 LUEs)

Note: The number of LUEs that were determined for these developments are shown in parenthesis.

Table 2 reflects the number of new commercial building permits issued annually. Over the past several years the number of permits has been steady, ranging from 20 to 30 permits annually. However, from FY-13 thru FY-16, there was a significant increase in new commercial building permits, specifically for restaurants, hospitals, medical clinics, banks, convenient stores, and office buildings.

Table 2

Fiscal Year	Commercial Building Permits
FY 2009	30
FY 2010	29
FY 2011	27
FY 2012	20 (100 LUEs)
FY 2013	37 (185 LUEs)
FY 2014	33 (165 LUEs)
FY 2015	47 (202 LUEs)
FY 2016	63 (442.5 LUEs)
FY 2017	25 (168 LUEs)

Note: The number of LUEs for these developments is shown in parenthesis.

Commercial growth continues to be heavy in the City in FY-17 as well. Several new office buildings are under construction and in for permits. These facilities include a number of hotels, convenient stores, and office space.

Table 3 and Figure 5 summarize the impact fees collected from FY-13 thru FY-17 for residential and commercial building permits. There was a significant increase in the amount of impact fees collected from FY-15 thru FY-17, due to the construction that occurred in single-family residential, multi-family residential and commercial developments.

Table 3

Impact Fees	FY-13	FY-14	FY-15	FY-16	FY-17
Residential Water	\$ 2,407,646	\$ 961,767	\$ 1,616,580	\$ 1,516,823	\$ 2,812,465
Commercial Water	\$ 1,296,258	\$ 941,463	\$ 2,273,857	\$ 2,342,270	\$ 915,617
Wholesale Water	N/A	\$ 1,163,887	\$ 1,035,951	\$ 1,117,590	\$ 818,121
Residential Sewer	\$ 1,106,716	\$ 322,936	\$ 618,240	\$ 701,551	\$ 1,201,518
Commercial Sewer	\$ 477,758	\$ 398,361	\$ 1,084,193	\$ 1,020,587	\$ 935,750
Wholesale Sewer	N/A	\$ 920,972	\$ 1,304,686	\$ 1,529,096	\$ 1,532,360
Total Collected	\$ 5,288,378	\$ 4,709,386	\$ 7,933,507	\$ 8,227,917	\$ 8,215,831

Figure 5



In 2015, the latest version of the water model assumed that 1,524 LUEs per year would be added to the water system. For an impact fee of \$4,025 per LUE, this would indicate that the City should have collected approximately \$6.13 million per year in water impact fees if the City would be growing as projected.

The wastewater model assumed that 1,089 LUEs would be added to the wastewater system per year. For an impact fee of \$2,099 per LUE, this would indicate that the City should have collected approximately \$2.29 million per year in wastewater impact fees if the City would be growing as projected.

Comparing these assumptions to the actual impact fees collected indicates that new connections to our water and wastewater systems are occurring as projected.

Table 4 provides population projections for Round Rock and Round Rock's ETJ over the coming years. These projections, anticipating a steady growth rate, indicate that in order to keep up with growth, capital improvements to the City's water and wastewater utility systems would be necessary. However, 2012-2017 estimates, shown in parenthesis, indicate the City's population growth rate is slightly slower than projected.

Table 4

Year	Inside City		City's ETJ	
	Projections	Growth Rate	Projections	Growth Rate
2010 (Census)	99,887	-	141,807	-
2011	100,659	0.8%	143,960	1.5%
2012	102,349 / (101,702)	1.7% (1.0%)	147,027	2.1%
2013	104,805 / (102,349)	2.4% (0.6%)	151,133	2.8%
2014	107,635 / (103,494)	2.7% (1.1%)	155,613	3.0%
2015	110,757 / (105,405)	2.9% (1.9%)	160,385	3.1%
2016	113,968 / (107,158)	2.9% (1.7%)	165,024	2.9%
2017	117,160 / (108,353)	2.8% (1.1%)	169,213	2.5%
2018	120,440	2.8%	173,490	2.5%
2019	123,812	2.8%	177,859	2.5%
2020	127,279	2.8%	182,323	2.5%
2021	130,461	2.5%	186,062	2.1%
2022	133,723	2.5%	189,881	2.1%
2023	137,066	2.5%	193,508	1.9%
2024	140,492	2.5%	197,218	1.9%
2025	143,302	2.0%	200,312	1.6%
2026	146,168	2.0%	203,462	1.6%
2027	149,092	2.0%	206,670	1.6%
2028	152,073	2.0%	209,651	1.4%
2029	155,115	2.0%	212,693	1.5%
2030	158,217	2.0%	215,795	1.5%

Notes: 2010 is the base year for these projections
() Annual Estimates by Planning & Development Services Department

Table 5 provides a summary of the Water System Capital Improvement Projects that have been completed or are in progress since the last impact fee analysis was completed in November 2015. In addition, projects that are anticipated over the next 10 years are also shown below.

Table 5

Completed Water Projects	Completion	Cost
Water Distribution System Model	2012	\$ 200,000
2012 Water Distribution System Master Plan & Impact Fee	2012	\$ 132,000
BCRUA Phase 1A - Construction Management & Inspection Services	2012	\$ 1,507,000
BCRUA Raw Water Line & Intake Barge, Contract 1	2012	\$ 8,590,000
BCRUA Raw Water Line & Intake Barge, Contract 2	2012	\$ 1,691,000
BCRUA Raw Water Line & Intake Barge, Contract 3	2012	\$ 1,134,000
BCRUA Treated Water Line - Phase 1, Segment 1	2012	\$ 3,608,000
BCRUA Treated Water Line - Phase 1, Segment 2A	2012	\$ 364,000
BCRUA Treated Water Line - Phase 1, Segment 2B	2012	\$ 5,168,000
BCRUA Treated Water Line - Phase 1, Segment 2C	2012	\$ 3,350,000
BCRUA Water Treatment Plant - Phase 1A	2012	\$ 19,048,000
Clearwell at RR-WTP	2012	\$ 2,851,000
BCRUA Treated Water Line - Phase 1, Segment 3	2015	\$ 8,749,000
University Blvd Water Line Phase 1	2015	\$ 1,877,000
Parcel 150	2015	\$ 3,144,000
CR 112 Phase 2 - 24" Water Line (890 PP)	2015	\$ 888,000
Water Distribution System Master Plan & Impact Fee	2015	\$ 141,000
Creek Bend 12" Water Line	2016	\$ 415,000
		\$ 62,857,000

Water Projects In Progress	Completion	Cost
Arterial H Waterline	2018	\$ 1,503,000
		\$ 1,503,000

Upcoming Water Projects	Estimated Completion	Estimated Cost
BCRUA Water Treatment Plant - Phase 1B	2017	\$ 31,000
South Creek Water Line	2018	\$ 617,000
Water Distribution System Master Plan & Impact Fee	2018	\$ 150,000
Palm Valley Water Line	2019	\$ 1,484,000
Double Creek Water Line	2019	\$ 1,841,000
BCRUA Water Treatment Plant - Phase 1C	2019	\$ 4,152,000
Avery Center East	2019	\$ 2,915,000
Meadow Lake Lines	2019	\$ 969,000
Southeast Red Bud Lane Water Lines	2020	\$ 559,000
Saddle Brook Water Lines	2020	\$ 598,000
Ground Water Treatment Plant at Lake Creek	2020	\$ 6,707,000
Round Rock Glen Water Lines	2020	\$ 1,169,000
Brenda Lane Water Lines	2020	\$ 1,141,000
Arterial A Water Line	2020	\$ 5,012,000
Arterial H Phase II	2020	\$ 1,470,500
Water Distribution System Master Plan & Impact Fee	2021	\$ 154,000
Parcel 185	2022	\$ 817,000
Gattis School Road	2022	\$ 1,827,000
2.0 MGD Elevated Storage Tank (PP 890)	2022	\$ 5,029,000
East Loop II	2022	\$ 6,619,000
Sam Bass Phase II	2022	\$ 1,624,000
South Creek Phase II	2022	\$ 2,312,000
East Loop III	2022	\$ 7,203,000
West Loop	2022	\$ 17,818,000
Sam Bass Phase I	2023	\$ 14,469,000
BCRUA Raw Water Line - Phase 2A, Segment 5	2024	\$ 16,866,000
BCRUA Deep Water Intake	2024	\$ 23,821,000
BCRUA Water Treatment Plant - Phase 1D	2024	\$ 1,047,000
		\$ 128,421,500

Table 6 provides a summary of the Wastewater System Capital Improvement Projects that have been completed or are in progress since the last impact fee analysis was completed in November 2015. In addition, projects that are anticipated over the next 10 years are also shown below.

Table 6

Completed Wastewater Projects	Completion	Cost
Chandler Creek 1 (Lower)	2013	\$ 424,000
McNutt Creek C3	2014	\$ 940,000
McNutt Creek C9	2015	\$ 1,471,000
McNutt Creek C13	2015	\$ 561,000
Chandler Creek 1 (Upper)	2015	\$ 573,000
Wastewater Master Plan and Impact Fee Update	2015	\$ 165,000
Lake Creek 2	2017	\$ 1,916,000
Lake Creek 3	2017	\$ 563,000
McNutt Creek C2 (referred to as C5)	2017	\$ 1,762,000
		\$ 8,375,000

Wastewater Projects in Progress	Completion	Cost
Forest Creek LS	2017	\$ 223,000
Brushy Creek 5	2017	\$ 288,000
		\$ 511,000

Upcoming Wastewater Projects	Estimated Completion	Estimated Cost
Chandler Creek 2	2018	\$ 428,000
Brushy Creek 2	2018	\$ 349,000
Chandler Creek 3	2018	\$ 655,000
Lake Creek 4	2018	\$ 1,712,000
McNutt Creek 15 (referred to as 12)	2019	\$ 488,000
Dry Creek	2019	\$ 856,000

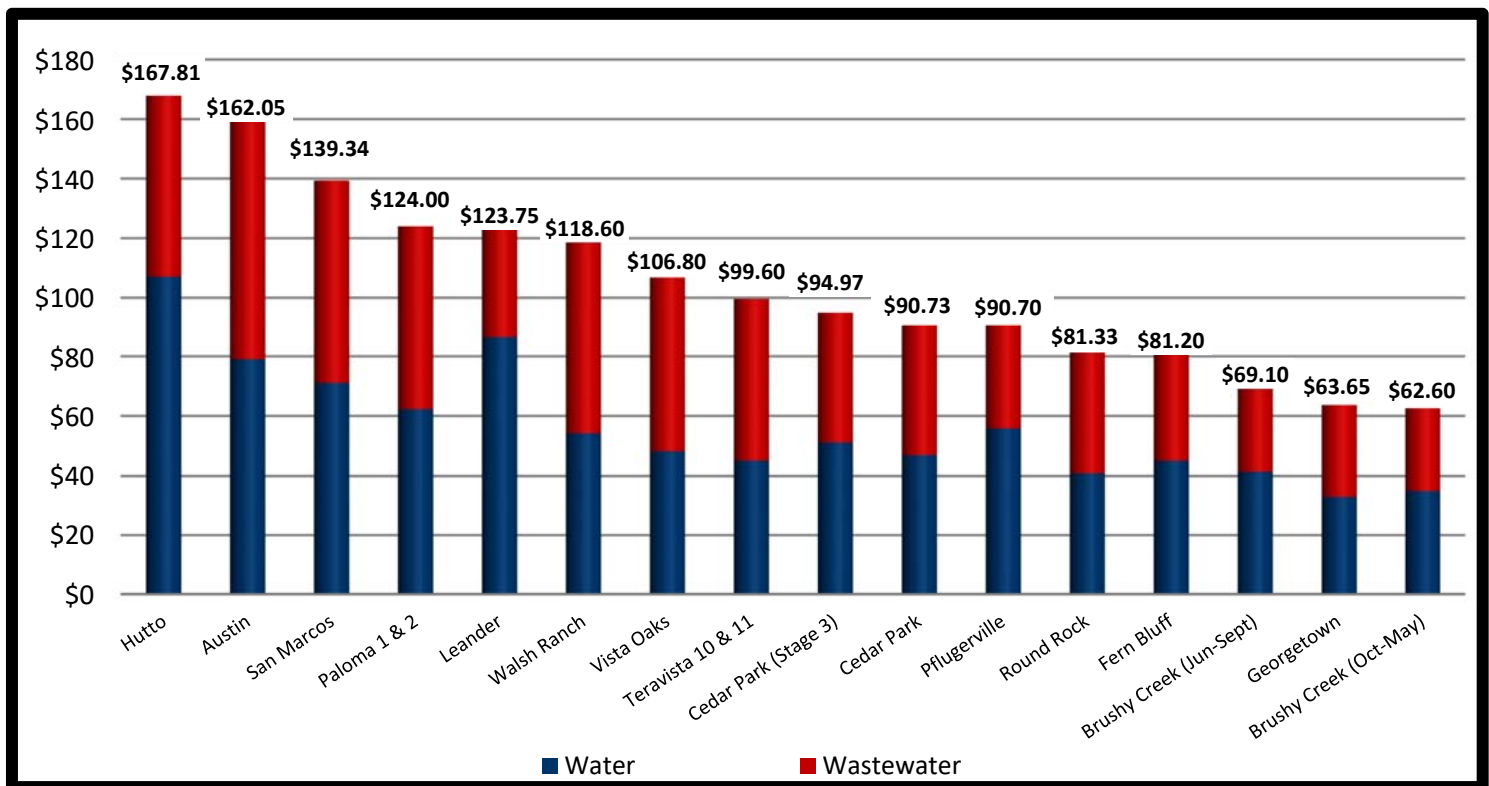
Upcoming Wastewater Projects Continued...	Estimated Completion	Estimated Cost
Brushy Creek 4	2019	\$ 173,000
McNutt Creek C10	2019	\$ 937,000
McNutt Creek D2	2020	\$ 3,339,000
McNutt Creek C4	2020	\$ 154,000
Hilton Head LS	2020	\$ 17,000
Lake Creek 1	2021	\$ 1,287,000
McNutt Creek C12	2022	\$ 714,000
SE Annex LS	2022	\$ 616,000
Forest Creek 2	2022	\$ 1,948,000
McNutt Creek D4	2022	\$ 1,108,000
Onion Creek 1	2022	\$ 134,000
McNutt Creek C6	2022	\$ 202,000
Onion Creek 2	2022	\$ 99,000
Spanish Oak 1	2022	\$ 1,179,000
McNutt Creek D5	2022	\$ 748,000
Mayfield Park 2	2022	\$ 1,549,000
McNutt Creek C8b	2022	\$ 649,000
Mayfield Park 1	2022	\$ 311,000
WWTP Expansion 1	2023	\$ 39,179,000
WWTP Rerate	2023	\$ 5,000,000
Stone Oak LS	2023	\$ 295,000
		\$ 64,349,000

Completed Reuse Projects	Completion	Cost
Reuse Phase II	2015	\$ 2,108,500
Reuse Phase VI	2016	\$ 900,000
		\$ 3,008,500

Upcoming Reuse Projects	Estimated Completion	Cost
Reuse Phase V – Stony Point High School	2022	\$ 600,000
		\$ 600,000

Figure 6 provides a comparison of the Single-Family Residential Utility Rates for Round Rock customers versus surrounding Central Texas City and Municipal Utility Districts. As depicted, Round Rock utility rates remain some of the lowest in the region.

Figure 6
Single-Family Residential
Water and Wastewater Rates Comparison
(monthly cost)*



* assumes 10,000 gallons water & 8,000 gallons wastewater used

Table 7 compares Round Rock's Water and Wastewater Impact Fees to other Central Texas cities. Historically, Round Rock had one of the highest total impact fees charged for new connections to the water and wastewater systems. However, several of the surrounding cities have increased their fees over the past few years and have surpassed Round Rock. Round Rock's philosophy is for new customers and developments to pay for the capital improvements that are required due to the growth.

Table 7

Area Impact Fee Comparison				
City/Utility	Last Updated	Water	Wastewater	Total
Brushy Creek MUD	2016	\$2,095	\$1,804	\$3,899
Cedar Park	2014	\$2,250	\$2,000	\$4,250
Leander	2013	\$3,880	\$1,615	\$5,495
Jonah Water SUD	2013	\$4,636	\$1,068	\$5,704
Hutto	2013	\$3,625	\$2,128	\$5,753
San Marcos	2014	\$2,285	\$3,506	\$5,791
Round Rock	2016	\$4,025	\$2,099	\$6,124
Pflugerville	2014	\$4,241	\$2,725	\$6,966
Austin	2014	\$5,400	\$2,200	\$7,600
Georgetown	2017	\$7,039	\$2,997	\$10,036
Georgetown (South San Gabriel Basin)	2017	\$7,039	\$4,452	\$11,491

CONCLUSION AND RECOMMENDATIONS

The CIAC and City Council approved the new Impact Fees which went into effect March 1, 2016. Although the projected population growth in Round Rock is proceeding at a slightly slower rate than what was anticipated in the impact fee report, this has not caused a significant concern since the number of connections to the water and wastewater systems are occurring at the projected rate anticipated by the City.

As a result of the potential volatility in growth rates and infrastructure requirements, the City recommends the impact fees be reviewed every three years so that the fees are set according to the growth patterns and needs of the water and wastewater utility system improvements. It is anticipated that we will update our Water and Wastewater Master Plans in 2018. Following the Master Plan update, we will review our adopted impact fees. The next Capital Improvements Plan Progress Report will be presented to the CIAC and to the City Council in approximately six months.