



# City of Round Rock

## Capital Improvements Advisory Committee (CIAC) Meeting Agenda - Final

Chairman David Pavliska  
Vice Chair Jennifer Henderson  
Alternate Vice Chair Greg Rabaey  
Committee Member Stacie Bryan  
Committee Member Casey Clawson  
Committee Member Paul Emerson  
Committee Member Michelle Ly  
Committee Member Jennifer Sellers  
Committee Member Rob Wendt  
Ad Hoc Committee Member Jesse Navarrete

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Wednesday, May 6, 2020

5:30 PM

City Council Chambers, 221 East Main St.

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**A. CALL MEETING TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF MINUTES:**

- C.1 [CI-2020-002](#) Consider approval of the minutes for the November 20, 2019 Capital Improvement Advisory Committee meeting.

**D. PRESENTATIONS:**

- D.1 [CI-2020-001](#) 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 in implementing the plan or imposing the impact fee.

**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 below as authorized by Texas Government Code:*

*§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 meeting was posted on the 1st day of May 2020 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*

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE  
WEDNESDAY, NOVEMBER 20, 2019 AT 6:30 PM**

**DRAFT - MEETING MINUTES**

**A. CALL TO ORDER**

The November 20, 2019, 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, Chairman David Pavliska called the meeting to order at 6:42 p.m.

**B. ROLL CALL**

Members in attendance included Chairman David Pavliska, Vice-Chair Jennifer Henderson, Committee Member Stacie Bryan, Committee Member Paul Emerson, Committee Member Michelle Ly, Committee Member Greg Rabaey, Committee Member Jennifer Sellers, and Committee Member Rob Wendt. Committee Member Casey Clawson and Ad Hoc Committee Member Jesse Navarrete were absent.

City staff included Michael Thane and Chris Perkins with Utilities and Environmental Services; Brad Wiseman, Bradley Dushkin, Laton Carr, and Veronica Chandler with Planning and Development Services.

**C. APPROVAL OF MINUTES**

**C1. Consider approval of the minutes for the May 15, 2019 meeting minutes.**

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

**Motion:** Motion by Committee Member Bryan, second by Committee Member Emerson to approve Agenda Item C1 as presented.

**Vote: AYES:** Chairman Pavliska, Vice-Chair Henderson, Committee Member Bryan, Committee Member Emerson, Committee Member Ly, Committee Member Rabaey, Committee Member Sellers, and Committee Member Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

**D. PRESENTATIONS**

**D1. 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 in implementing the plan or imposing the impact fee.**

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. He noted that as the community continues to grow, the capital improvement fee proceeds as projected. He also stated that the City continues to work on the water and wastewater utilities to meet with the population growth needs.

Mr. Thane reviewed the surface water usage, along with the number of active water services, which indicated water production and uses have remained steady. He stated that to help with the water capacity, the City continues to promote water conservation and reuse water programs; he noted that the water conservation system has expanded, and the demand has grown. 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 briefly discussing the water, wastewater, and reuse service areas. He also discussed the water and wastewater system Capital Improvement Projects that were in progress,

scheduled for construction, or had been completed. He concluded his presentation by comparing Round Rock and surrounding communities' single-family utility rates and their associated impact fees. He noted that Round Rock's utility rates remain some of the lowest in the region.

Mr. Thane explained that by law, the City is required to update the Impact Fee report every five years, however, due to growth, the City has updated its report every three years to make sure the impact fees collected are correct. He noted that the Master Plan update for water and wastewater is being reviewed and will be finalized next Spring.

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. He noted that the City recommends the impact fees be reviewed every three to four years so that the fees are set according to the growth patterns and needs of the water and wastewater utility system improvements. He stated that updates to the Water and Wastewater Master Plan began in September 2019; following the Master Plan updates, impact fees will be reviewed.

Following a brief discussion, a motion was offered.

**Motion:** Motion by Committee Member Bryan, second by Committee Member Henderson to approve the Semi-Annual Report and forward the recommendation to City Council.

**Vote: AYES:** Chairman Pavliska, Vice-Chair Henderson, Committee Member Bryan, Committee Member Emerson, Committee Member Ly, Committee Member Rabaey, Committee Member Sellers, and Committee Member Wendt. Vote to approve: 8 - 0. The motion carried unanimously.

#### **E. ADJOURNMENT**

There being no further discussion, the meeting adjourned at 7:39 p.m.

Respectfully Submitted

Veronica Chandler, Planning Technician



# **City of Round Rock Utilities & Environmental Services Department**

Capital Improvements Plan  
Progress  
Semi-Annual Report  
May 2020

## **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 October 1, 2019, to March 31, 2020. This report consists of an assessment of the actual growth rate in comparison to the projected growth rate, the status update of capital improvement projects, and the Impact Fees collected during the reporting period.

The local government code also requires the CIAC 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 shows the groundwater and surface water produced along with the number of active water services over the past two years. Although the City continues to grow, the total water production remains relatively steady. Water usage is highly dependent on weather patterns; however, the City's conservation and reuse water programs are also making an impact.

**Figure 1**

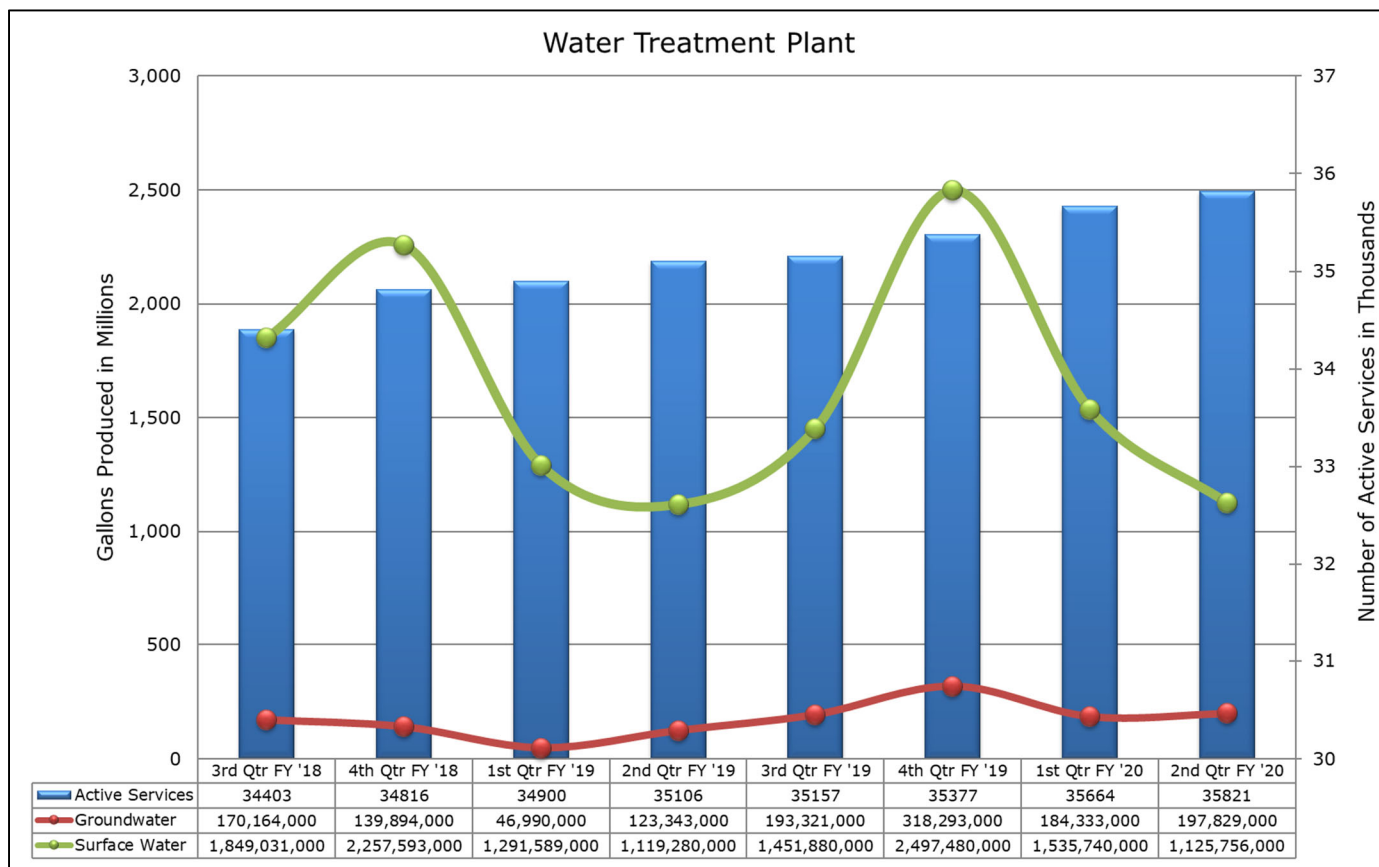


Figure 2 reflects the daily average of potable water produced each month over the past ten years. Total water production is dependent on weather conditions; therefore, discretionary water usage is higher during the summer months.

**Figure 2**

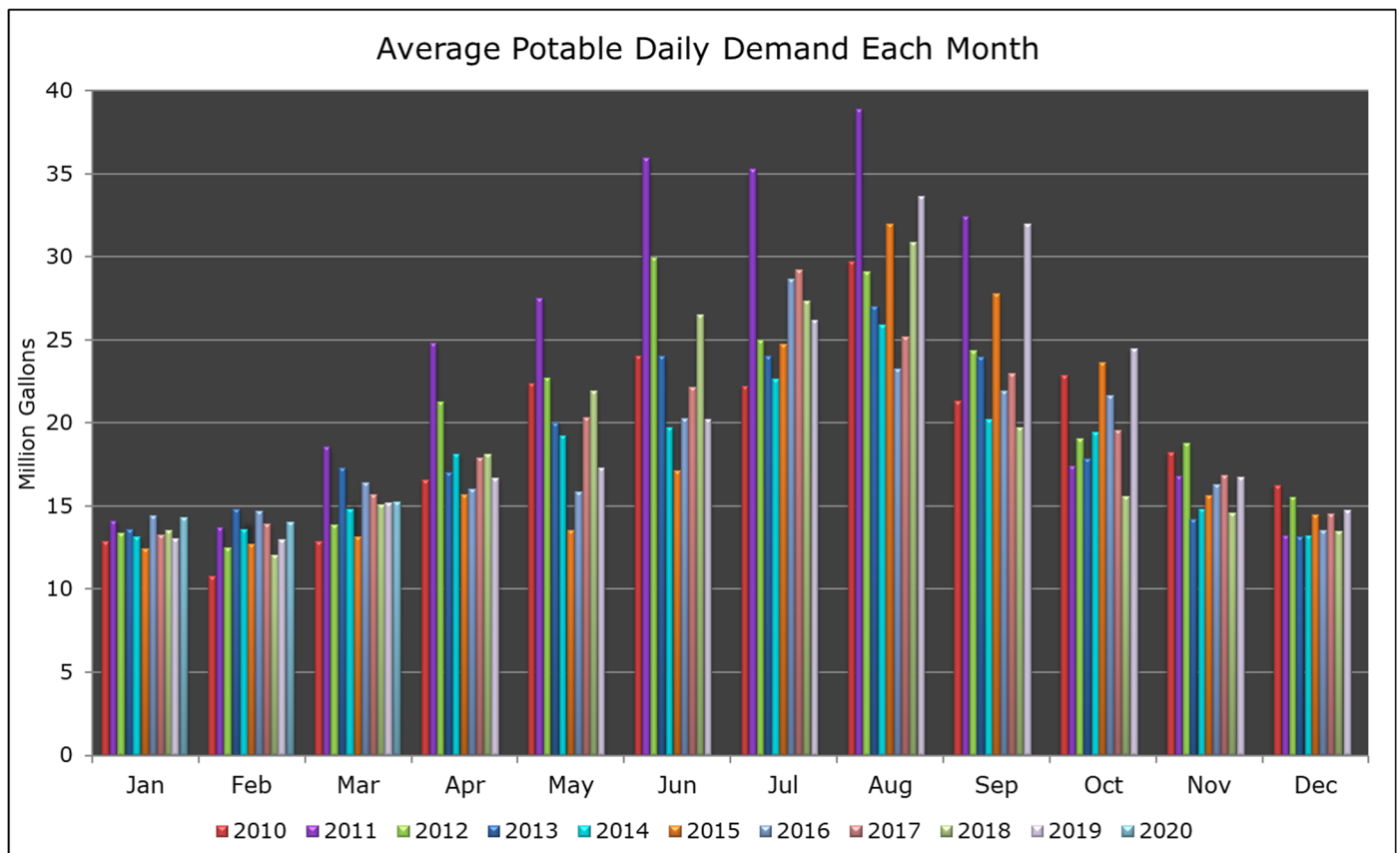




Figure 3 reflects the monthly potable treated water production and the Type I Reuse treated water production. The City's reuse water system began production in October 2012 with three customers: Old Settlers Park, Dell Diamond, and Forest Creek Golf Course. The City has since expanded the system to Forest Creek HOA, Legends Village Subdivision, Austin Community College, Texas A&M Health Science Center, and 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**

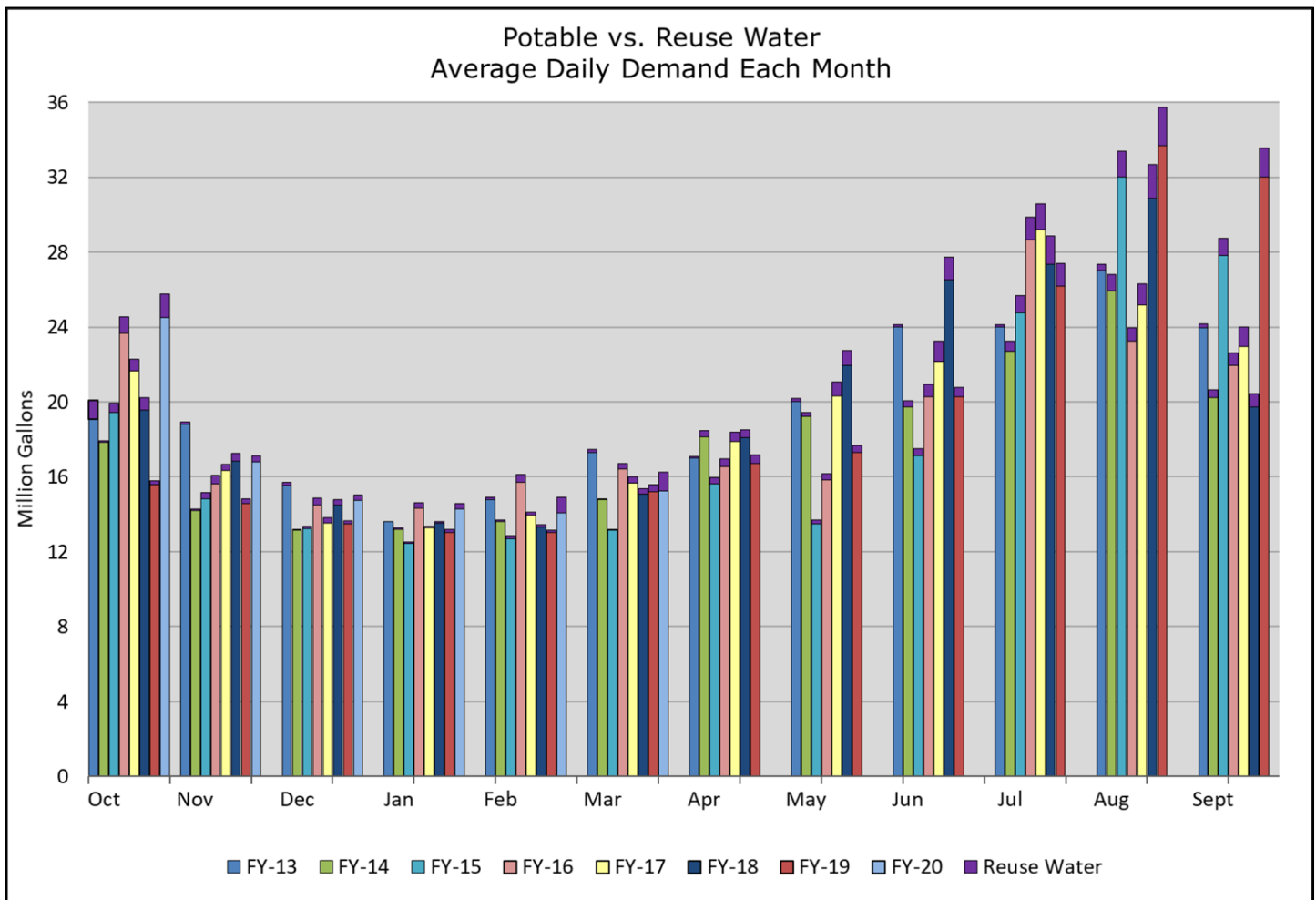


Figure 4 shows the number of new single-family building permits issued in the City of Round Rock and the City's extra-territorial jurisdiction (ETJ) over the past ten years. The number of new housing starts per year in the City has ranged from 222 to 911 annually. Single-family permits have slowed down from FY-19, where 849 permits were issued, verses 313 permits issued for the first half of FY-20. Most of the activity is in Madsen Ranch, Saul's Ranch, Vizcaya, Cottages at Meadowlake, Diamond Oaks, Legends Village, Reserve at Wyoming Springs, and Warner Ranch Duplexes. Several Municipal Utility Districts (MUDs) located in Round Rock's ETJ, as noted in Figure 4, continue to experience a steady number of new housing starts during this time as well.

**Figure 4**

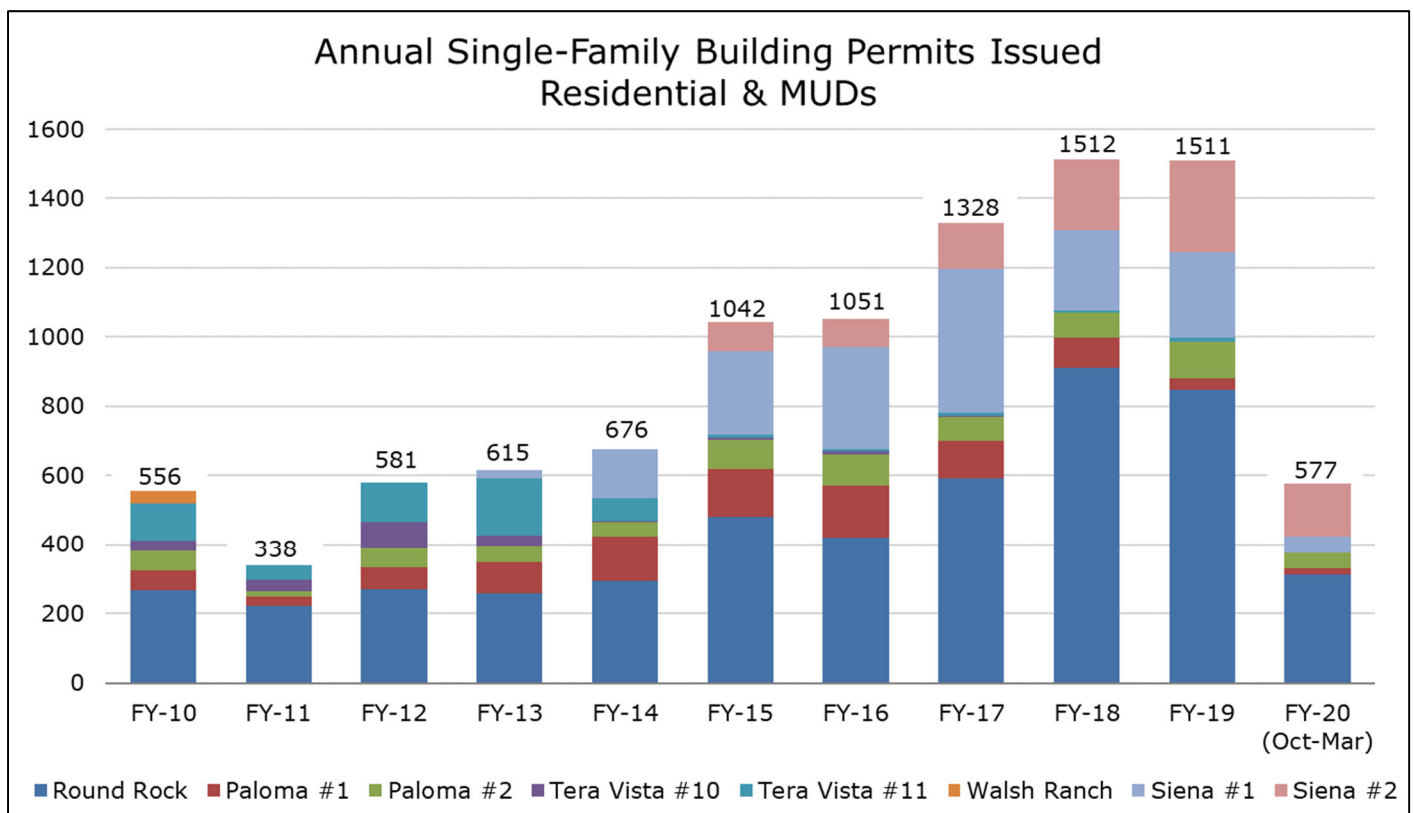


Table 1 represents the number of multi-family units permitted annually. Currently, there are three multi-family complexes under construction, Aura Avery, Hollybrook, and The Plaza. There has been only one multi-family complex permitted within the past six months, which is Aura Avery.

**Table 1**

Fiscal Year	Multi-Family Units
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)
FY 2018	652 (327.5 LUEs)
FY 2019	432 (218 LUEs)
FY 2020 (Oct-Mar)	356 (178 LUEs)

Table 2 reflects the number of new commercial building permits issued annually. This number has been steady, ranging from 20 to 60 annually; however, the past six months show a slight downward trend.

**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)
FY 2018	43 (220.5 LUEs)
FY 2019	50 (262 LUEs)
FY 2020 (Oct-Mar)	20 (67.5 LUEs)

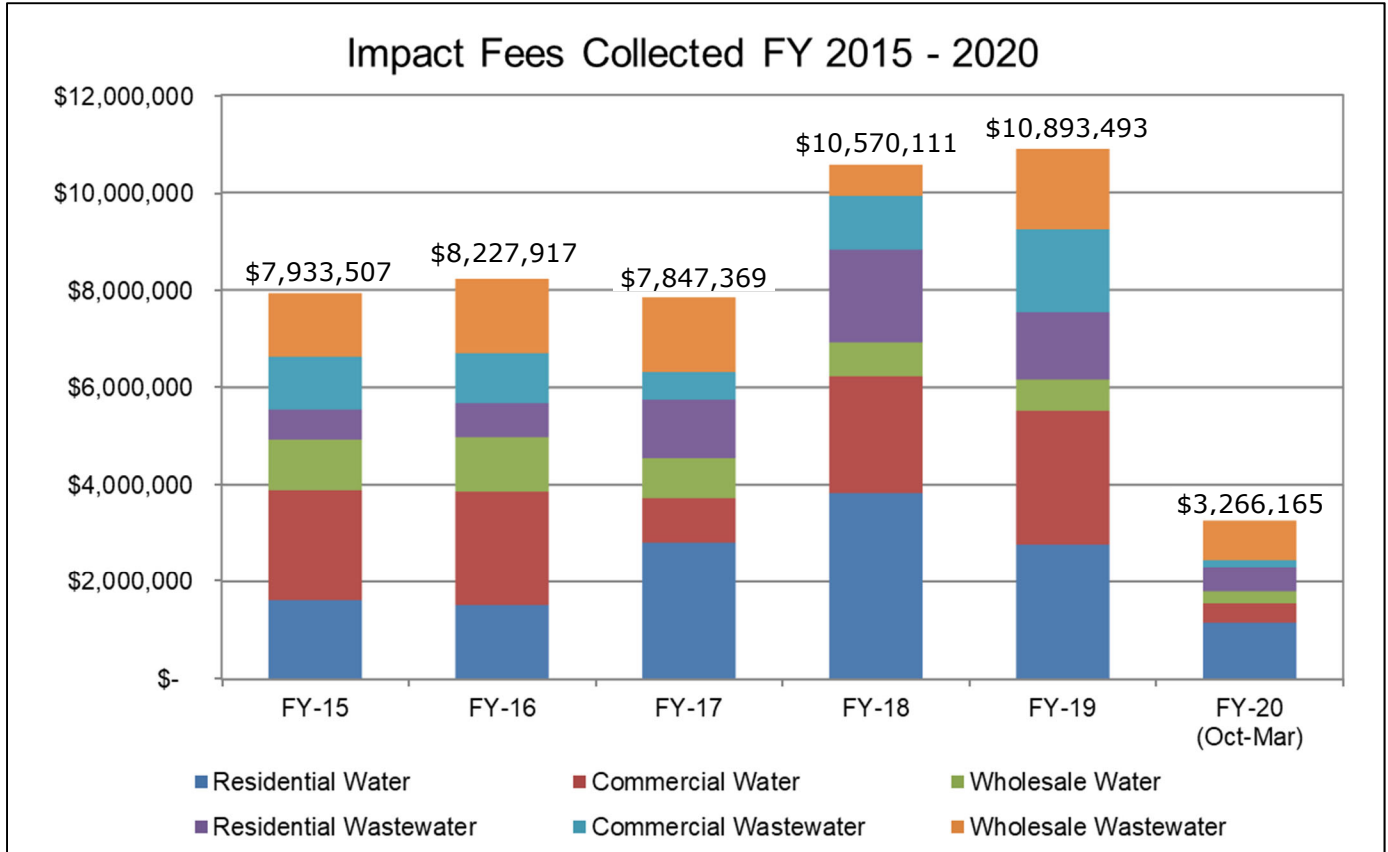
Current permits are mostly hotels, convenience stores, and retail strip centers with large industrial facilities.

Table 3 and Figure 5 summarize the Water and Wastewater Impact Fees collected for residential and commercial permits within the City, as well as permits issued in the wholesale customer areas. For the past five years, there was a significant increase in the total amount of Impact Fees collected due to the construction of single-family residential, multi-family residential, and commercial developments. However, for the first half of FY-20, we see a decrease in total Impact Fee collections versus the previous years.

**Table 3**

Impact Fees	FY-15	FY-16	FY-17	FY-18	FY-19	FY-20 (Oct-Mar)
Residential Water	\$1,616,580	\$1,516,823	\$2,812,465	\$3,830,017	\$2,770,650	\$1,155,303
Residential Wastewater	\$618,240	\$701,551	\$1,201,518	\$1,905,615	\$1,381,154	\$506,836
Commercial Water	\$2,273,857	\$2,342,270	\$915,617	\$2,399,541	\$2,750,040	\$395,280
Commercial Wastewater	\$1,084,193	\$1,020,587	\$567,288	\$1,102,400	\$1,701,974	\$145,881
Wholesale Water	\$1,035,951	\$1,117,590	\$818,121	\$692,763	\$639,567	\$249,278
Wholesale Wastewater	\$1,304,686	\$1,529,096	\$1,532,360	\$639,776	\$1,650,108	\$813,587
<b>Total Collected</b>	<b>\$7,933,507</b>	<b>\$8,227,917</b>	<b>\$7,847,369</b>	<b>\$10,570,111</b>	<b>\$10,893,493</b>	<b>\$3,266,165</b>

**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's growth rate was 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's growth rate was as projected.

Comparing these assumptions to the actual Impact Fees collected indicates that the number of new connections to our water and wastewater systems for the first half of FY-20 is slightly lower than projected.

Table 4 provides population projections for Round Rock and Round Rock's ETJ. These projections, anticipating a steady growth rate, indicate that to keep up with growth, capital improvements to the City's water and wastewater utility systems would be necessary. However, the annual estimates, shown in parenthesis, convey a slower growth rate in the City limits than projected. The 2020 Census will allow us to reset the population projections going forward.

**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 (107,117)	2.9% (1.9%)	165,024	2.9%
2017	117,160 (110,300)	2.8% (3.0%)	169,213	2.5%
2018	120,440 (113,390)	2.8% (2.8%)	173,490	2.5%
2019	123,812 (117,169)	2.8% (3.3%)	177,859	2.5%
2020	127,279 (117,801)	2.8% (0.5%)	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 summarizes the status of the Water System (Impact Fee eligible) Capital Improvement Projects included in the last Impact Fee analysis conducted in November 2015.

**Table 5**

Completed Water Projects	Completion	Impact Fee Report Estimated Cost	Actual Cost
BCRUA Treated Waterline - Ph 1 Seg. 3	2015	\$8,400,000	\$8,749,000
University Blvd Waterline Ph 1	2015	\$3,634,169	\$1,877,000
Parcel 150	2015	\$2,955,650	\$3,144,000
CR 112 Phase 2 - 24" Waterline (890 PP)	2015	\$1,188,049	\$888,000
Water Dist. Master Plan & Impact Fee	2015	\$138,000	\$141,000
Creek Bend 12" Waterline	2016	\$415,000	\$415,000
Arterial H Waterline	2017	\$856,400	\$162,460
BCRUA Water Treatment Plant - Ph 1B	2018	\$34,000	\$31,000
South 81 Elevated Storage Tank Pump Station	2019	\$157,000	\$1,070,900
		<b>\$17,778,268</b>	<b>\$16,478,360</b>

Water Projects In Progress	Completion	Impact Fee Report Estimated Cost	Actual Cost
Arterial H Phase II	2020	\$1,470,500	\$1,465,000
BCRUA Water Treatment Plant - Ph 1C	2020	\$4,465,000	\$4,363,400
Water Dist. Master Plan & Impact Fee	2020	\$66,000	\$220,570
Arterial A Waterline - 24" (Kenny Ft. Blvd.)	2022	\$5,024,000	\$5,024,000
Sam Bass Phase I	2023	\$14,469,000	\$14,469,000
BCRUA Intake & RW Line Ph2A, Seg.	2026	\$57,895,705	\$57,895,705
		<b>\$83,390,205</b>	<b>\$83,437,675</b>



Upcoming Water Projects	Estimated Completion	Impact Fee Report Estimated Cost
Sam Bass Phase II	2023	\$1,578,000
Avery Center East	2023	\$4,160,000
Saddle Brook Waterlines	2023	\$629,000
Palm Valley Waterline	2024	\$1,180,000
Palm Valley Phase II	2024	\$1,002,000
Water Dist. Master Plan & Impact Fee	2024	\$148,000
Brenda Lane Waterlines	2025	\$2,074,000
East Loop II	2025	\$7,795,000
South Creek Waterline	2025	\$1,604,000
2.0 MGD Elevated Storage Tank (PP 890)	2025	\$7,138,000
Southeast Red Bud Lane Waterlines	2026	\$629,000
Meadow Lake Lines	2026	\$2,367,000
Round Rock Glen Waterlines	2026	\$2,715,000
South Creek Phase II	2027	\$2,419,000
Gattis School Road	2027	\$1,130,600
BCRUA Water Treatment Plant – Ph 1D	2027	\$12,905,000
Water Dist. Master Plan & Impact Fee	2027	\$158,000
East Loop III	2028	\$7,171,000
West Loop	2028	\$17,818,000
Water Dist. Master Plan & Impact Fee	2030	\$75,000
		<b>\$74,695,600</b>

Table 6 summarizes the status of the Wastewater System (Impact Fee eligible) Capital Improvement Projects included in the last Impact Fee analysis conducted in November 2015.

**Table 6**

Completed Wastewater Projects	Completion	Impact Fee Report Estimated Cost	Actual Cost
McNutt Creek C3	2014	\$1,191,000	\$940,000
McNutt Creek C9	2015	\$2,046,000	\$1,471,000
Chandler Creek 1 (Upper)	2015	\$552,000	\$573,000
Lake Creek 2	2017	\$2,652,000	\$1,916,000
Lake Creek 3	2017	\$591,000	\$563,000
McNutt Creek C2 (referred to as C5)	2018	\$1,324,000	\$1,762,000
Brushy Creek 5	2018	\$288,000	\$282,618
Brushy Creek 2	2019	\$685,000	\$349,000
Brushy Creek 4	2019	\$173,000	\$173,000
<i>*Gattis School WW Extension</i>	<i>2019</i>		<i>\$1,100,000</i>
		<b>\$9,502,000</b>	<b>\$8,029,618</b>

Wastewater Projects in Progress	Completion	Impact Fee Report Estimated Cost	Actual Cost
Lake Creek 1	2021	\$1,995,000	\$2,400,000
WWTP Expansion 1	2023	\$41,600,000	\$15,800,000
<i>*Lake Creek 10</i>	<i>2020</i>		<i>\$233,444</i>
<i>*Lake Creek 11</i>	<i>2020</i>		<i>\$466,889</i>
		<b>\$43,595,000</b>	<b>\$18,200,000</b>

*\* Not included in current impact fee calculation will be included in the upcoming calculation.*

Upcoming Wastewater Projects	Estimated Completion	Impact Fee Report Estimated Cost
McNutt Creek C10	2021	\$1,014,000
McNutt Creek C4	2022	\$734,000
Lake Creek 4	2022	\$2,235,000
Chandler Creek 2	2023	\$520,000
McNutt Creek D2	2023	\$3,678,000
McNutt Creek 15 (referred to as 12)	2024	\$528,000
McNutt Creek C12	2024	\$949,000
Spanish Oak 1	2025	\$1,492,000
Chandler Creek 3	2025	\$753,000
McNutt Creek D4	2025	\$1,394,000
Hilton Head LS	2026	\$11,000
Forest Creek LS	2026	\$1,211,000
Forest Creek 2	2026	\$2,148,000
Onion Creek 1	2027	\$359,000
SE Annex LS	2027	\$820,000
McNutt Creek C6	2027	\$207,000
Onion Creek 2	2027	\$214,000
McNutt Creek D5	2028	\$691,000
Mayfield Park 2	2028	\$1,960,000
McNutt Creek C8b	2028	\$823,000
Mayfield Park 1	2028	\$393,000
Stone Oak LS	2028	\$295,000
		<b>\$22,429,000</b>

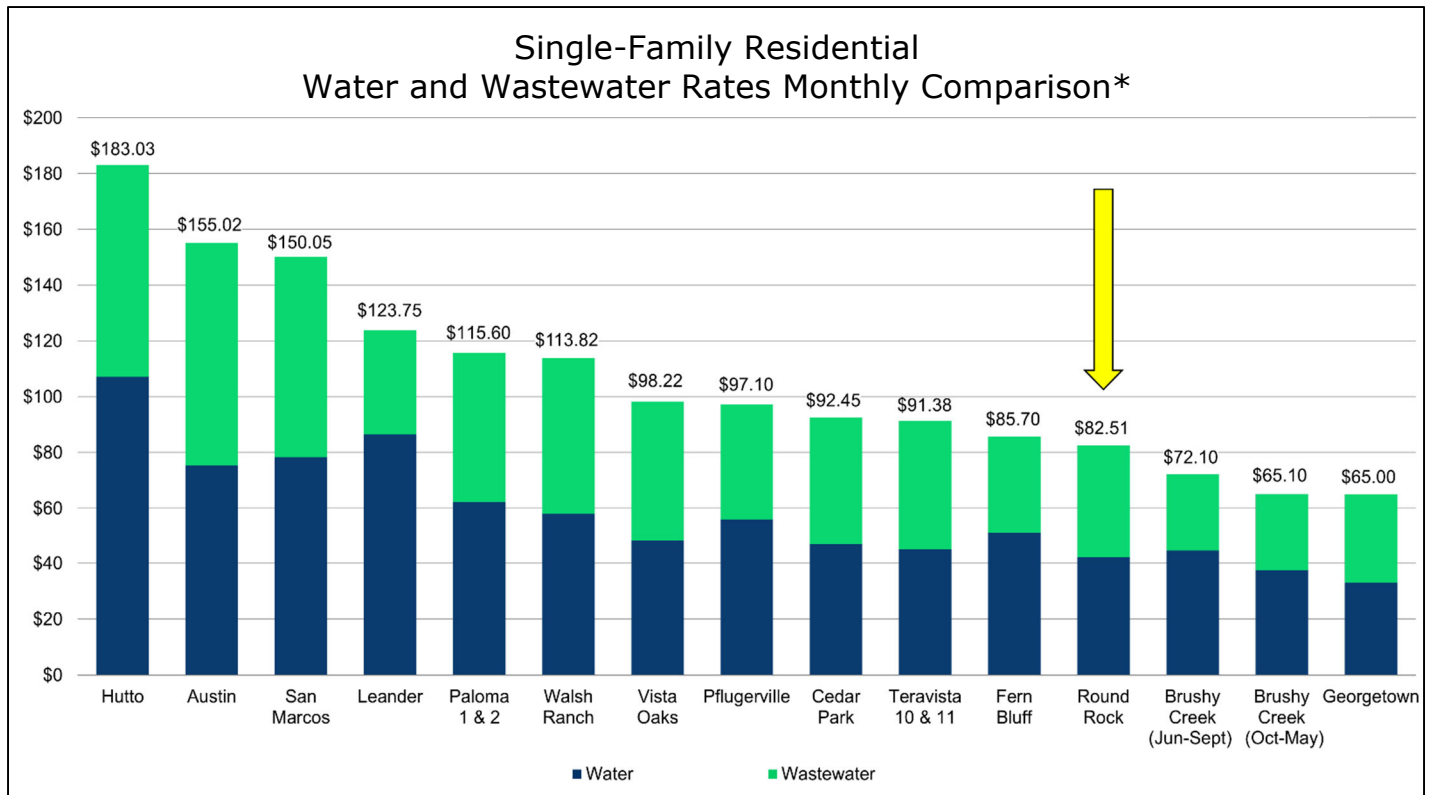
Table 7 summarizes the status of the Reuse Water System (Impact Fee eligible) Capital Improvement Projects included in the last Impact Fee analysis conducted in November 2015.

Completed Reuse Projects	Completion	Impact Fee Report Estimated Cost	Actual Cost
Reuse Phase II	2015	\$2,108,573	\$2,108,500
Reuse Phase VI	2016	\$900,000	\$900,000
Reuse Phase IV-B	2016	\$3,719,000	\$3,013,152
Forest Creek Golf Course Reuse Rehab	2016	\$150,000	\$83,890
		<b>\$6,877,573</b>	<b>\$6,105,542</b>

Upcoming Reuse Projects	Estimated Completion	Impact Fee Report Estimated Cost
Reuse Phase V – Stony Point High School	2022	\$558,376
		<b>\$558,376</b>

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**



\* assumes 10,000 gallons water and 8,000 gallons wastewater used

Table 8 compares Round Rock’s Water and Wastewater Impact Fees to surrounding cities and Municipal Utility Districts. Historically, Round Rock had one of the highest total Impact Fees charged for new connections to the water and wastewater systems. However, over the past few years, several of the surrounding cities have increased their fees and 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 8**

Area Impact Fee Comparison				
City/Utility	Last Updated	Water	Wastewater	Total
Brushy Creek MUD	2012	\$2,095	\$1,804	\$3,899
Cedar Park	2014	\$2,250	\$2,000	\$4,250
Hutto	2018	\$3,625	\$2,128	\$5,753
<b>Round Rock</b>	<b>2016</b>	<b>\$4,025</b>	<b>\$2,099</b>	<b>\$6,124</b>
San Marcos	2018	\$3,801	\$2,684	\$6,485
Pflugerville	2014	\$4,241	\$2,725	\$6,966
Leander	2017	\$4,309	\$2,820	\$7,129
Austin	2018	\$4,700	\$2,500	\$7,200
Georgetown	2018	\$6,921	\$3,115	\$10,036

## **CONCLUSION AND RECOMMENDATIONS**

The CIAC and City Council approved the current Impact Fees, which went into effect on March 1, 2016. Although the population growth in Round Rock is slightly lower than projected in the Impact Fee analysis, the number of connections to the water and wastewater systems over the past several years had been occurring as anticipated by the City. However, over the past six months, the number of building permits issued has slightly declined.

Due to the volatility in growth rates and infrastructure requirements, the City recommends the Impact Fees be reviewed every three to four years. In September 2019, the City commenced with updating the Water and Wastewater Master Plans and anticipates completion around September 2020, followed by updating our current Impact Fees. The updated Impact Fees should be presented to the CIAC in October/November 2020.

The next Capital Improvements Plan Progress Report will be presented to the CIAC and the City Council in approximately six months.