

**MINUTES OF THE REGULAR MEETING OF THE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE OF THE
CITY OF NORTH RICHLAND HILLS, TEXAS
November 17, 2011**

**1.
CALL TO ORDER**

The meeting was called to order by Vice Chairman Bill Schopper at 6:40 p.m.

**2.
ROLL CALL**

PRESENT	Vice Chair Secretary	Bill Schopper Don Bowen Mark Haynes Steven Cooper
	Ex-Officio	Jerry Tyner
ABSENT		Randy Shiflet Mike Benton Kathy Luppy
CITY STAFF	Director of Planning & Dev. Senior Planner Asst. Dir. of Public Works Recording Secretary	John Pitstick Clayton Comstock Greg Van Nieuwenhuize Teresa Koontz
Also present	Keith Reed with Reed Municipal Services	

**3.
CONSIDERATION OF THE MINUTES FROM THE FEBRUARY 17, 2011 CAPITAL
IMPROVEMENT ADVISORY COMMITTEE MEETING**

APPROVED

**Don Bowen motioned to approve the minutes of February 17, 2011,
seconded by Mark Haynes. The motion was approved (4-0).**

4.

Consideration and/or action regarding the progress of the Impact Fee Program's Capital Improvements Plan

Greg VanNieuwenhuize came forward and gave a power point presentation for the Impact Fees update. He said the way we measure the impact onto a system is based on the size of the water meter a homeowner or business owner pulls for usage. The standard water meter for the City of North Richland Hills is a $\frac{3}{4}$ inch meter. He presented a table of the number new water meter accounts in the City of NRHNRH from April 2010 through September 2011. He said the average is just under twelve meters per month on the actual water MUE growth, with the wastewater MUE growth just over ten meters per month. The disparity is because not everyone pulling a water meter is being charged for both impact fees. Typically businesses with quite a bit of irrigation will pull a meter just for irrigation and in this instance, they are just charged for water impact fees and not wastewater impact fees. Overall the water side of the impact fee program began with a balance in April 2010 of \$1,196,720, we have collected \$259,377, expenses were \$120,681 which leaves a balance as of September 30, 2011 of \$1,076,039. The wastewater side of the impact fee program began with a balance April 2010 with \$31,821, added \$55,525, expenses were (\$369,068), leaving a balance of (\$337,247). Overall, with the balance in the water side \$1,076,039, minus the wastewater (\$337,247) leaves a balance of \$738,792.

Greg VanNieuwenhuize continued showing there are currently five existing projects and thirteen proposed projects in the water program. Overall, the cost of all these projects is \$20,944,738. In the current budget October 1, 2011 through September 30, 2012 every project in the right of way for the widening of Loop 820 is in the City's current fiscal year budget. On the waste water side there is one existing project and eight proposed projects in the current plan at \$10,850,550. Wastewater projects affected by the Loop 820 construction are also included in the City's current budget.

Mark Haynes asked about the wastewater balance being negative and if that is surprising or should fees be adjusted to even it out?

After discussion with Staff and Keith Reed, Mr. Haynes question was addressed.

Keith Reed with Reed Municipal Services gave a brief presentation of the program and was available for questions from the Commission.

Greg VanNieuwenhuize stated that Staff requests approval of the semiannual report of the capital improvements plans and to authorize the chairman to report to the City Council that there are not any perceived inequities in implementing the plan or imposing the current impact fee schedule.

APPROVED

Mark Haynes motioned to accept the Capital Improvement Plan as presented and recommend approval from the City Council. Don Bowen seconded the motion and it carried unanimously (4-0).

7.

ADJOURNMENT

The meeting was adjourned at 6:55 p.m.

Randy Shiflet, Chairman

Don Bowen, Secretary