



NOTICE OF A MEETING

(In compliance with Sec. 551.041, Et. Seq., Tex. Gov't. Code)

NOTICE is hereby given that the City of Jersey Village Capital Improvements Advisory Committee will hold a meeting on April 1, 2025, at 6:00 p.m. at the Civic Center Meeting Room, 16327 Lakeview Drive, Jersey Village, Texas 77040.

A quorum of the City of Jersey Village City Council may be in attendance at this meeting.

ITEM(S) to be discussed and acted upon by the Committee are listed on the attached agenda.

AGENDA

- A. Open Meeting. Call the meeting to order and the roll of appointed officers will be taken.
Chairperson
- B. **CITIZENS' COMMENTS** - Any person who desires to address the Capital Improvements Advisory Committee regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Committee Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the Capital Improvements Advisory Committee.
- C. Consider approval of the minutes for the meeting held on October 14, 2024. *Courtney Rutherford, City Secretary*
- D. Discuss and take appropriate action concerning fiscal year 2024-2025 growth rate, capital improvement projects completed, and impact fees collected, and review the capital improvements projects identified in the Capital Improvements Plan in order to prepare the Capital Improvements Advisory Committee's April 2025 Semi-Annual Progress Report for presentation to City Council on April 14, 2025. *Miesha Johnson, Community Development Manager*
- E. Adjourn

CERTIFICATION

I, the undersigned authority, do hereby certify in accordance with the Texas Open Meeting Act, the Agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located at City Hall, 16327 Lakeview, Jersey Village, TX 77040, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: March 28, 2024 at 11:10 a.m. and remained so posted until said meeting was convened.



Courtney Rutherford, City Secretary

In compliance with the Americans with Disabilities Act, the City of Jersey Village will provide for reasonable accommodations for persons attending City Council meetings. Request for accommodations must be made to the City Secretary by calling 713 466-2102 forty-eight (48) hours prior to the meetings. Agendas are posted on the Internet Website at www.jerseyvillagetx.com

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

- B. CITIZENS' COMMENTS** - Any person who desires to address the Capital Improvements Advisory Committee regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Committee Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the Capital Improvements Advisory Committee.

October 14, 2024 Minutes for Approval

**MINUTES OF THE MEETING OF THE JERSEY VILLAGE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE**

October 14, 2024 – 6:00 p.m.

THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE (CIAC) OF THE CITY OF JERSEY VILLAGE, TEXAS, CONVENED ON OCTOBER 14, 2024, AT 6:00 P.M. IN THE CIVIC CENTER AUDITORIUM, 16327 LAKEVIEW DRIVE, JERSEY VILLAGE, TEXAS.

A. The meeting was called to order at 6:00 p.m. and the roll of appointed officers was taken. Committee Members present were:

Rick Faircloth, Chairman
Eric Henao, Committee Member
Nestor Mena, Committee Member

Debra Mergel, Committee Member
Cynthia Kopinitz, Committee Member
David L. Lock, Committee Member

Charles A. Butler, III, Committee Member, was not present at this meeting. Committee Member Nestor Mena was not present when the meeting was called to order but joined the meeting in progress at 6:05 p.m.

Drew Wasson, Council Liaison, was not present at this meeting.

Staff in attendance: Lorri Coody, City Secretary; and Miesha Johnson, Community Development Manager.

B. CITIZENS' COMMENTS - Any person who desires to address the Capital Improvements Advisory Committee regarding an item on the agenda will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on the agenda, the City staff and Committee Members are not allowed to discuss the subject. Each person is limited to five (5) minutes for comments to the Capital Improvements Advisory Committee.

There were no citizens' comments.

C. Consider approval of the minutes for the meeting held on April 10, 2024.

Committee Member Henao moved to approve the minutes for the meeting held on April 10, 2024. Committee Member Mergel seconded the motion. The vote follows:

Ayes: Committee Members Henao, Mergel, Kopinitz, and Lock
Chairman Faircloth

Nays: None

The motion carried.

D. Discuss and take appropriate action concerning fiscal year 2023-2024 growth rate, capital improvement projects completed, and impact fees collected, and review the capital improvements projects identified in the Capital Improvements Plan in order to prepare the Capital Improvements Advisory Committee's November 2024 Semi-Annual Progress Report for presentation to City Council on November 19, 2024.

Lorri Coody, City Secretary, introduced the item. Background information is as follows:

CAPITAL IMPROVEMENTS ADVISORY COMMITTEE PACKET FOR THE MEETING TO BE HELD ON APRIL 1, 2025

Sec. 395.052 of the Local Government Code requires a periodic update of Land Use Assumptions and Capital Improvements Plan at least every five years. By law the update must be done by a professional engineer. In accordance with these provisions, on November 29, 2023, the Capital Improvements Advisory Committee met with Consultants from Quiddity Engineering, LLC formerly known as Jones | Carter in order to review and discuss the 2023 Update Study concerning land use assumptions, capital improvements plan and impact fees, which was prepared by these Consultants and recommended that City Council approve the Draft Water and Wastewater Impact Fee Study Report.

On December 18, 2023, under Ordinance 2023-31, City Council adopted the updated Land Use Assumptions, a Capital Improvements Plan, and Impact Fees for water and wastewater facilities in accordance with Chapter 395 of the Texas Local Government Code.

Sec. 395.058(c)(4) of the Local Government Code requires that this Committee file semiannual reports with respect to the progress of the capital improvements plan and report to the City Council any perceived inequities in implementing the plan or imposing the impact fee.

Committee Member Mena joined the meeting in progress at 6:05 p.m.

Accordingly, this meeting is to review the status of the impact fee eligible projects and make sure that any expended impact fee dollars are being spent only on these projects. The impact fee eligible projects are as follow:

Water System Capital Improvement Projects:

No.	Description of Project	Cost
W-12	Water Master Plan - Ongoing	\$125,000
W-13	Impact Fee Study & Rate Analysis	\$75,000
W-14	Proposed Water Facility #4	\$10,534,000
W-15	City of Houston Interconnect No. 2	\$2,135,000
W-16	FM 529 8" & 12" Water Line from Harms Rd to Hwy 290 – Service to ETJ	\$2,971,000
W-17	Charles Rd 8" & Wright Rd 12" Water Line Loop – Service to ETJ	\$1,720,000
W-18	Wright Rd 12" Water Line from Charles Rd to Hwy 290 – Service to ETJ	\$1,724,000
W-19	Fairview St 12" Water Line from FM 529 to Taylor Rd – Service to ETJ	\$5,121,000
W-20	Harms Rd 12" Water Line from FM 529 to Taylor Rd – Service to ETJ	\$3,119,000
W-21	Musgrove Ln 8" & 12" Water Line from Taylor Rd to Jones Rd Along Hwy 290 – Service to ETJ	\$1,417,000
W-22	Taylor Rd 8" & 12" Water Line Extension from Hwy 290 to Edge of ETJ – Service to ETJ	\$761,000
Total		\$29,702,000

Wastewater System Capital Improvement Projects:

No.	Description of Project	Cost
S-6	Wastewater Master Plan - Ongoing	\$175,000
S-7	Impact Fee Study & Rate Analysis	\$75,000
S-10	Jones Rd LS & FM 529 Service Area 8" Wastewater Line - Service to ETJ	\$1,555,000
S-11	FM 529 LS Service Area 8" Wastewater Lines - Service to ETJ	\$3,045,000
S-12	Proposed Taylor Road Lift Station & 12" Force Main to Castlebridge WWTP - Service to ETJ	\$4,932,000
S-13	Wright Rd 8" & 12" Wastewater Line from FM 529 to Hwy 290 - Service to ETJ	\$1,998,000
S-14	Taylor Road 8", 15", & 18" Wastewater Line - Service to ETJ	\$2,017,000
S-15	Fairview St 8" & 12" Wastewater Line from FM 529 to Taylor Rd - Service to ETJ	\$3,921,000
S-16	Harms Rd 8" & 12" Wastewater Line from FM 529 to Taylor Rd - Service to ETJ	\$1,867,000
S-17	Castlebridge WWTP Expansion	\$19,600,000
Total		\$39,185,000

In making your review, maintenance and rehabilitation expenses are not impact fee eligible. Additionally, it is important to note that it is common that impact fees are collected but not always spent. This is acceptable in that these fees will be used in the future for impact fee eligible projects.

The Committee is to review the information presented and recommend whether another impact fee study is needed to increase our impact fees and/or include additional impact fee eligible projects on the CIP list.

An increase in impact fees or an addition of impact fee eligible projects to the CIP list can only be done by a professional engineer; therefore, should the Committee find that changes are needed; the recommendation will be to hire a consultant to re-evaluate the impact fee structure. Should the Committee find that no changes are needed, the recommendation will be that the current impact fee structure is sufficient to support the proposed Water and Wastewater Impact Fee Eligible Projects listed in the Capital Improvements Plan and it is not necessary to conduct an Impact Fee Study to reevaluate the City's impact fee structure.

In completing your review, the Committee will prepare the November 2024 Semiannual Progress Report outlining the findings of your review. To facilitate this process, a proposed report is included in the meeting packet. The final report will be submitted to Council on November 19, 2024.

The Committee engaged in discussion about the report and the review process. It was mentioned that a review was made last year by a consultant and since April of 2024 there have only been a few permits issued in connection with impact fees. Some felt that a study is not needed at this time. There was discussion about how impact fees are collected and expended.

The list of projects were discussed. Some felt that most were on the South side of US HWY 290 and were concerned about the projects listed given the recent decision to sell the City property located on the South side of US HWY 290. The project list was discussed.

With no further discussion on the matter, Committee Member Faircloth moved to approve the Capital Improvements Advisory Committee November 2024 Semiannual Progress Report, recommending that the current impact fee structure is sufficient to support the proposed Water and Wastewater Impact Fees Eligible Projects listed in the Capital Improvements Plan and it is not necessary that the City hire a consultant to conduct an Impact Fee Study to reevaluate the City's impact fee structure. Committee Member Mergel seconded the motion. The vote follows:

Ayes: Committee Members Henao, Mergel, Mena, Kopinitz, and Lock
Chairman Faircloth

Nays: None

The motion carried.

Upon passage of this motion, the Semiannual Progress Report was signed for presentation to Council. A copy of the November 2024 Semiannual Progress Report is attached to and made a part of these minutes as Exhibit "A."

E. Adjourn

With no additional business to conduct the Committee adjourned at 6:14 p.m.



Lorri Coody, City Secretary

EXHIBIT A
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
OCTOBER 14, 2024 MINUTES

**NOVEMBER 2024 SEMIANNUAL PROGRESS
REPORT**



CITY OF JERSEY VILLAGE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE NOVEMBER SEMIANNUAL PROGRESS REPORT

The Capital Improvements Advisory Committee has met in order to review current land use assumptions, capital improvements plan and impact fees imposed, in accordance with Chapter 395 of the Texas Local Government Code.

Background: Sec. 395.052 of the Local Government Code requires a periodic update of Land Use Assumptions and Capital Improvements Plan at least every five years. By law the update must be done by a professional engineer. In accordance with these provisions, on November 29, 2023, the Capital Improvements Advisory Committee met with Consultants from Jones | Carter in order to review and discuss the 2023 Update Study concerning land use assumptions, capital improvements plan and impact fees, which was prepared by these Consultants and recommended that City Council approve the Draft Water and Wastewater Impact Fee Study Report.

On December 18, 2023, under Ordinance 2023-31, City Council adopted the updated Land Use Assumptions, a Capital Improvements Plan, and Impact Fees for water and wastewater facilities in accordance with Chapter 395 of the Texas Local Government Code.

Progress: During the last six months of FY 2023-2024, one permit was issued as shown in the Project Payment Report attached hereto and made a part hereof as Exhibit A.

As of September 30, 2024, the City's Impact Fee Fund has a Cash Balance of \$1,032,034.56 as reflected in the Trial Balance Report attached here to and made a part hereof as Exhibit B.

Impact Fee Eligible Projects Identified in the Capital Improvements Plan:

The following is a listing of both Water and Wastewater Impact Fee Eligible Projects identified in the Capital Improvements Plan for future projected growth:

Water System Capital Improvement Projects:

No.	Description of Project	Cost
W-12	Water Master Plan - Ongoing	\$125,000
W-13	Impact Fee Study & Rate Analysis	\$75,000
W-14	Proposed Water Facility #4	\$10,534,000
W-15	City of Houston Interconnect No. 2	\$2,135,000
W-16	FM 529 8" & 12" Water Line from Harms Rd to Hwy 290 – Service to ETJ	\$2,971,000
W-17	Charles Rd 8" & Wright Rd 12" Water Line Loop – Service to ETJ	\$1,720,000
W-18	Wright Rd 12" Water Line from Charles Rd to Hwy 290 – Service to ETJ	\$1,724,000
W-19	Fairview St 12" Water Line from FM 529 to Taylor Rd – Service to ETJ	\$5,121,000
W-20	Harms Rd 12" Water Line from FM 529 to Taylor Rd – Service to ETJ	\$3,119,000
W-21	Musgrove Ln 8" & 12" Water Line from Taylor Rd to Jones Rd Along Hwy 290 – Service to ETJ	\$1,417,000
W-22	Taylor Rd 8" & 12" Water Line Extension from Hwy 290 to Edge of ETJ – Service to ETJ	\$761,000
Total		\$29,702,000

Wastewater System Capital Improvement Projects:

No.	Description of Project	Cost
S-6	Wastewater Master Plan – Ongoing	\$175,000
S-7	Impact Fee Study & Rate Analysis	\$75,000
S-10	Jones Rd LS & FM 529 Service Area 8" Wastewater Line - Service to ETJ	\$1,555,000
S-11	FM 529 LS Service Area 8" Wastewater Lines - Service to ETJ	\$3,045,000
S-12	Proposed Taylor Road Lift Station & 12" Force Main to Castlebridge WWTP - Service to ETJ	\$4,932,000
S-13	Wright Rd 8" & 12" Wastewater Line from FM 529 to Hwy 290 - Service to ETJ	\$1,998,000
S-14	Taylor Road 8", 15", & 18" Wastewater Line - Service to ETJ	\$2,017,000
S-15	Fairview St 8" & 12" Wastewater Line from FM 529 to Taylor Rd - Service to ETJ	\$3,921,000
S-16	Harms Rd 8" & 12" Wastewater Line from FM 529 to Taylor Rd - Service to ETJ	\$1,867,000
S-17	Castlebridge WWTP Expansion	\$ 19,600,000
Total		\$39,185,000

Recommendations:

After duly considering all the information before it, the Capital Improvements Advisory Committee recommends to Council that:

 x The current impact fee structure is sufficient to support the proposed Water and Wastewater Impact Fees Eligible Projects listed in the Capital Improvements Plan and it is not necessary to conduct and Impact Fee Study to reevaluate the City's impact fee structure at this time.

 The current impact fee structure is not sufficient to support the proposed Water and Wastewater Impact Fees Eligible Projects listed in the Capital Improvements Plan and it is necessary that the City hire a consultant to conduct an Impact Fee Study to reevaluate the City's impact fee structure. The budget for this effort is already approved.

Signed and approved this the 14th day of October 2024.

S/Rick Faircloth, Chairman

ATTEST:

S/Lorri Coody, City Secretary





Fee Specific "Impact Waste" and "Impact Water"

Date Paid from Fees feed: 04/01/2024 - 09/30/2024

TITLE	AMOUNT PAID	DATE PAID	TEMPLATE NAME	PROJECT ADDRESS
Impact Waste	\$ 3,633.72	04/25/2024 at 12:42 PM	Building Permit New (R)	15905 Elwood
Impact Water	\$ 3,581.02	04/25/2024 at 12:42 PM	Building Permit New (R)	15905 Elwood
AVERAGE	\$ 3,607.37			
TOTAL	\$ 7,214.74			



Jersey Village, TX

Trial Balance Account Summary

Date Range: 04/01/2024 - 09/30/2024

Account	Name	Beginning Balance	Period Total Debits	Period Total Credits	Net Change	Ending Balance
Fund: 04 - IMPACT FEE FUND						
04-0-0001	CASH	117,331.00	200,000.00	200,076.32	-76.32	117,254.68
04-0-0005	CASH INVESTED	1,088,992.48	25,787.40	200,000.00	-174,212.60	914,778.88
04-0-0115	ACCRUED INTEREST	0.00	0.00	0.00	0.00	0.00
04-0-0401	DUE FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
04-0-0402	DUE FROM UTILITY FUND	0.00	0.00	0.00	0.00	0.00
04-0-0403	DUE FROM DEBT SERVICE FND	0.00	0.00	0.00	0.00	0.00
04-0-0405	DUE FROM MOTEL TAX FUND	0.00	0.00	0.00	0.00	0.00
04-0-0406	DUE FROM ASSET FORF. FUND	0.00	0.00	0.00	0.00	0.00
04-0-0409	DUE FROM DISBURSEMENT FND	0.00	0.00	0.00	0.00	0.00
04-0-1010	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00	0.00
04-0-1401	DUE TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
04-0-1402	DUE TO UTILITY FUND	-65,743.32	0.00	0.00	0.00	-65,743.32
04-0-1403	DUE TO DEBT SERVICE FUND	0.00	0.00	0.00	0.00	0.00
04-0-1405	DUE TO MOTEL TAX FUND	0.00	0.00	0.00	0.00	0.00
04-0-1406	DUE TO ASSET FORF. FUND	0.00	0.00	0.00	0.00	0.00
04-0-1499	DUE TO DISBURSEMENT FUND	357.00	208,154.03	200,076.32	8,077.71	8,434.71
04-0-2050	EXPENDITURE CONTROL	0.00	0.00	0.00	0.00	0.00
04-0-2060	REVENUE CONTROL	0.00	0.00	0.00	0.00	0.00
04-0-2100	PRIOR YEAR FUND BALANCE	-639,797.95	0.00	0.00	0.00	-639,797.95
04-0-2104	RESERVED WATER CAPACITY	-216,370.91	0.00	0.00	0.00	-216,370.91
04-0-2105	RESERVED W/W CAPACITY	-337,414.48	0.00	0.00	0.00	-337,414.48
04-0-2106	RESERVED- WATER DISTRIBUTION	0.00	0.00	0.00	0.00	0.00
04-0-2107	RESERVED-W/W COLLECTION	0.00	0.00	0.00	0.00	0.00
04-43-8547	WATER DISTRIBUTION	-63.00	0.00	4,401.99	-4,401.99	-4,464.99
04-43-8548	SEWER PLANT CAPACITY	-21.00	0.00	42.00	-42.00	-63.00
04-43-8549	WATER PLANT CAPACITY	0.00	0.00	0.00	0.00	0.00
04-43-8551	SEWER COLLECTION	0.00	0.00	3,633.72	-3,633.72	-3,633.72
04-43-9601	INTEREST EARNED	-28,748.12	0.00	25,787.40	-25,787.40	-54,533.52
04-45-5515	CONSULTANT SERVICES	81,478.30	200,076.32	0.00	200,076.32	281,554.62
04-45-9761	TRANSFER TO UTILITY FUND	0.00	0.00	0.00	0.00	0.00
Fund 04 Total:		0.00	634,017.75	634,017.75	0.00	0.00
Report Total:		0.00	634,017.75	634,017.75	0.00	0.00

OFFICIAL FINANCIAL STATEMENTS TO BE HELD ON APRIL 1, 2025

Fund Summary

Fund	Beginning Balance	Total Debits	Total Credits	Ending Balance
04 - IMPACT FEE FUND	0.00	634,017.75	634,017.75	0.00
Report Total:	0.00	634,017.75	634,017.75	0.00

CAPITAL IMPROVEMENTS ADVISORY COMMITTEE PACKET FOR THE MEETING TO BE HELD ON APRIL 1, 2025

Item D: 2025 CIAC Report

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
CITY OF JERSEY VILLAGE, TEXAS - AGENDA REQUEST**

AGENDA DATE: April 1, 2025

AGENDA ITEM: D

AGENDA SUBJECT: Discuss and take appropriate action concerning fiscal year 2024-2025 growth rate, capital improvement projects completed, and impact fees collected, and review the capital improvements projects identified in the Capital Improvements Plan in order to prepare the Capital Improvements Advisory Committee's April 2025 Semi-Annual Progress Report for presentation to City Council on April 14, 2025.

Dept/Prepared By: Courtney Rutherford, City Secretary

Date Submitted: March 28, 2025

EXHIBITS: April Semiannual Progress Report - Proposed
Exhibit A - Project Payment Report
Exhibit B - Trial Balance Report

BACKGROUND INFORMATION: Sec. 395.052 of the Local Government Code requires a periodic update of Land Use Assumptions and Capital Improvements Plan at least every five years. By law the update must be done by a professional engineer. In accordance with these provisions, on November 29, 2023, the Capital Improvements Advisory Committee met with Consultants from Quiddity Engineering, LLC formerly known as Jones | Carter in order to review and discuss the 2023 Update Study concerning land use assumptions, capital improvements plan and impact fees, which was prepared by these Consultants and recommended that City Council approve the Draft Water and Wastewater Impact Fee Study Report.

On December 18, 2023, under Ordinance No. 2023-31, City Council adopted the updated Land Use Assumptions, a Capital Improvements Plan, and Impact Fees for water and wastewater facilities in accordance with Chapter 395 of the Texas Local Government Code.

Sec. 395.058(c)(4) of the Local Government Code requires that this Committee file semiannual reports with respect to the progress of the capital improvements plan and report to the City Council any perceived inequities in implementing the plan or imposing the impact fee.

Accordingly, this meeting is to review the status of the impact fee eligible projects and make sure that any expended impact fee dollars are being spent only on these projects. The impact fee eligible projects are as follow:

CAPITAL IMPROVEMENTS ADVISORY COMMITTEE PACKET FOR THE MEETING TO BE HELD ON APRIL 1, 2025

Water System Capital Improvement Projects:

No.	Description of Project	Cost
W-12	Water Master Plan – Complete	\$125,000
W-13	Impact Fee Study & Rate Analysis	\$75,000
W-14	Proposed Water Facility #4	\$10,534,000
W-15	City of Houston Interconnect No. 2	\$2,135,000
W-16	FM 529 8” & 12” Water Line from Harms Rd to Hwy 290 – Service to ETJ	\$2,971,000
W-17	Charles Rd 8” & Wright Rd 12” Water Line Loop – Service to ETJ	\$1,720,000
W-18	Wright Rd 12” Water Line from Charles Rd to Hwy 290 – Service to ETJ	\$1,724,000
W-19	Fairview St 12” Water Line from FM 529 to Taylor Rd – Service to ETJ	\$5,121,000
W-20	Harms Rd 12” Water Line from FM 529 to Taylor Rd – Service to ETJ	\$3,119,000
W-21	Musgrove Ln 8” & 12” Water Line from Taylor Rd to Jones Rd Along Hwy 290 – Service to ETJ	\$1,417,000
W-22	Taylor Rd 8” & 12” Water Line Extension from Hwy 290 to Edge of ETJ – Service to ETJ	\$761,000
Total		\$29,702,000

Wastewater System Capital Improvement Projects:

No.	Description of Project	Cost
S-6	Wastewater Master Plan – Complete	\$175,000
S-7	Impact Fee Study & Rate Analysis	\$75,000
S-10	Jones Rd LS & FM 529 Service Area 8" Wastewater Line - Service to ETJ	\$1,555,000
S-11	FM 529 LS Service Area 8" Wastewater Lines - Service to ETJ	\$3,045,000
S-12	Proposed Taylor Road Lift Station & 12" Force Main to Castlebridge WWTP - Service to ETJ	\$4,932,000
S-13	Wright Rd 8" & 12” Wastewater Line from FM 529 to Hwy 290 - Service to ETJ	\$1,998,000
S-14	Taylor Road 8", 15", & 18" Wastewater Line - Service to ETJ	\$2,017,000
S-15	Fairview St 8" & 12” Wastewater Line from FM 529 to Taylor Rd - Service to ETJ	\$3,921,000
S-16	Harms Rd 8" & 12” Wastewater Line from FM 529 to Taylor Rd - Service to ETJ	\$1,867,000
S-17	Castlebridge WWTP Expansion	\$ 19,600,000
Total		\$39,185,000

In making your review, maintenance and rehabilitation expenses are not impact fee eligible. Additionally, it is important to note that it is common that impact fees are collected but not always spent. This is acceptable in that these fees will be used in the future for impact fee eligible projects.

The Committee is to review the information presented and recommend whether another impact fee study is needed to increase our impact fees and/or include additional impact fee eligible projects on the CIP list.

An increase in impact fees or an addition of impact fee eligible projects to the CIP list can only be done by a professional engineer; therefore, should the Committee find that changes are needed; the recommendation will be to hire a consultant to re-evaluate the impact fee structure. Should the Committee find that no changes are needed, the recommendation will be that the current impact fee structure is sufficient to support the proposed Water and Wastewater Impact Fee Eligible Projects listed

in the Capital Improvements Plan and it is not necessary to conduct an Impact Fee Study to reevaluate the City's impact fee structure.

In completing your review, the Committee will prepare the April 2025 Semiannual Progress Report outlining the findings of your review. To facilitate this process, a proposed report is included in the meeting packet. The final report will be submitted to Council on April 14, 2025.

RECOMMENDED ACTION:

Discuss and take appropriate action concerning fiscal year 2024-2025 growth rate, capital improvement projects completed, and impact fees collected, and review the capital improvements projects identified in the Capital Improvements Plan in order to prepare the Capital Improvements Advisory Committee's April 2025 Semi-Annual Progress Report for presentation to City Council on April 14, 2025.



**CITY OF JERSEY VILLAGE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
SEMIANNUAL PROGRESS REPORT – APRIL 1, 2025**

The Capital Improvements Advisory Committee has met in order to review current land use assumptions, capital improvements plan and impact fees imposed, in accordance with Chapter 395 of the Texas Local Government Code.

Background: Sec. 395.052 of the Local Government Code requires a periodic update of Land Use Assumptions and Capital Improvements Plan at least every five years. By law the update must be done by a professional engineer. In accordance with these provisions, on November 29, 2023, the Capital Improvements Advisory Committee met with Consultants from Jones | Carter in order to review and discuss the 2023 Update Study concerning land use assumptions, capital improvements plan and impact fees, which was prepared by these Consultants and recommended that City Council approve the Draft Water and Wastewater Impact Fee Study Report.

On December 18, 2023, under Ordinance 2023-31, City Council adopted the updated Land Use Assumptions, a Capital Improvements Plan, and Impact Fees for water and wastewater facilities in accordance with Chapter 395 of the Texas Local Government Code.

Progress: During the first six months of FY 2024-2025, no permits were issued as shown in the Project Payment Report attached hereto and made a part hereof as Exhibit A.

As of March 31, 2025, the City's Impact Fee Fund has a Cash Balance of \$895,057 as reflected in the Trial Balance Report attached here to and made a part hereof as Exhibit B.

Impact Fee Eligible Projects Identified in the Capital Improvements Plan:

The following is a listing of both Water and Wastewater Impact Fee Eligible Projects identified in the Capital Improvements Plan for future projected growth:

Water System Capital Improvement Projects:

No.	Description of Project	Cost
W-12	Water Master Plan – Complete	\$125,000
W-13	Impact Fee Study & Rate Analysis	\$75,000
W-14	Proposed Water Facility #4	\$10,534,000
W-15	City of Houston Interconnect No. 2	\$2,135,000
W-16	FM 529 8" & 12" Water Line from Harms Rd to Hwy 290 – Service to ETJ	\$2,971,000
W-17	Charles Rd 8" & Wright Rd 12" Water Line Loop – Service to ETJ	\$1,720,000
W-18	Wright Rd 12" Water Line from Charles Rd to Hwy 290 – Service to ETJ	\$1,724,000
W-19	Fairview St 12" Water Line from FM 529 to Taylor Rd – Service to ETJ	\$5,121,000
W-20	Harms Rd 12" Water Line from FM 529 to Taylor Rd – Service to ETJ	\$3,119,000
W-21	Musgrove Ln 8" & 12" Water Line from Taylor Rd to Jones Rd Along Hwy 290 – Service to ETJ	\$1,417,000
W-22	Taylor Rd 8" & 12" Water Line Extension from Hwy 290 to Edge of ETJ – Service to ETJ	\$761,000
Total		\$29,702,000

Wastewater System Capital Improvement Projects:

No.	Description of Project	Cost
S-6	Wastewater Master Plan – Complete	\$175,000
S-7	Impact Fee Study & Rate Analysis	\$75,000
S-10	Jones Rd LS & FM 529 Service Area 8" Wastewater Line - Service to ETJ	\$1,555,000
S-11	FM 529 LS Service Area 8" Wastewater Lines - Service to ETJ	\$3,045,000
S-12	Proposed Taylor Road Lift Station & 12" Force Main to Castlebridge WWTP - Service to ETJ	\$4,932,000
S-13	Wright Rd 8" & 12" Wastewater Line from FM 529 to Hwy 290 - Service to ETJ	\$1,998,000
S-14	Taylor Road 8", 15", & 18" Wastewater Line - Service to ETJ	\$2,017,000
S-15	Fairview St 8" & 12" Wastewater Line from FM 529 to Taylor Rd - Service to ETJ	\$3,921,000
S-16	Harms Rd 8" & 12" Wastewater Line from FM 529 to Taylor Rd - Service to ETJ	\$1,867,000
S-17	Castlebridge WWTP Expansion	\$ 19,600,000
Total		\$39,185,000

Recommendations:

After duly considering all the information before it, the Capital Improvements Advisory Committee recommends to Council that:

___ The current impact fee structure is sufficient to support the proposed Water and Wastewater Impact Fees Eligible Projects listed in the Capital Improvements Plan and it is not necessary to conduct and Impact Fee Study to reevaluate the City's impact fee structure at this time.

___ The current impact fee structure is not sufficient to support the proposed Water and Wastewater Impact Fees Eligible Projects listed in the Capital Improvements Plan and it is necessary that the City hire a consultant to conduct an Impact Fee Study to reevaluate the City's impact fee structure. The budget for this effort is already approved.

Signed and approved this the 1st day of April 2025.

Rick Faircloth, Chairman

ATTEST:

Courtney Rutherford, City Secretary





Fee Specific "Impact Waste" and "Impact Water"

Date Paid from Fees feed: 10/01/2024 - 03/31/2025

TITLE	AMOUNT PAID	DATE PAID	TEMPLATE NAME	PROJECT ADDRESS
AVERAGE	\$ 0.00			
TOTAL	\$ 0.00			



Jersey Village, TX

Trial Balance

Account Summary

Date Range: 10/01/2024 - 03/31/2025

Account	Name	Beginning Balance	Period Total Debits	Period Total Credits	Net Change	Ending Balance
Fund: 04 - IMPACT FEE FUND						
04-0-0001	CASH	117,254.68	8,613.21	163,108.96	-154,495.75	-37,241.07
04-0-0005	CASH INVESTED	914,779.88	17,518.36	0.00	17,518.36	932,298.24
04-0-0115	ACCRUED INTEREST	0.00	0.00	0.00	0.00	0.00
04-0-0401	DUE FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00
04-0-0402	DUE FROM UTILITY FUND	0.00	0.00	0.00	0.00	0.00
04-0-0403	DUE FROM DEBT SERVICE FND	0.00	0.00	0.00	0.00	0.00
04-0-0405	DUE FROM MOTEL TAX FUND	0.00	0.00	0.00	0.00	0.00
04-0-0406	DUE FROM ASSET FORF. FUND	0.00	0.00	0.00	0.00	0.00
04-0-0409	DUE FROM DISBURSEMENT FND	0.00	0.00	0.00	0.00	0.00
04-0-1010	ACCOUNTS PAYABLE	0.00	0.00	0.00	0.00	0.00
04-0-1401	DUE TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
04-0-1402	DUE TO UTILITY FUND	-65,743.32	65,743.32	0.00	65,743.32	0.00
04-0-1403	DUE TO DEBT SERVICE FUND	0.00	0.00	0.00	0.00	0.00
04-0-1405	DUE TO MOTEL TAX FUND	0.00	0.00	0.00	0.00	0.00
04-0-1406	DUE TO ASSET FORF. FUND	0.00	0.00	0.00	0.00	0.00
04-0-1499	DUE TO DISBURSEMENT FUND	-49,814.87	97,470.64	47,655.77	49,814.87	0.00
04-0-2050	EXPENDITURE CONTROL	0.00	0.00	0.00	0.00	0.00
04-0-2060	REVENUE CONTROL	0.00	0.00	0.00	0.00	0.00
04-0-2100	PRIOR YEAR FUND BALANCE	-362,690.98	0.00	0.00	0.00	-362,690.98
04-0-2104	RESERVED WATER CAPACITY	-216,370.91	0.00	0.00	0.00	-216,370.91
04-0-2105	RESERVED W/W CAPACITY	-337,414.48	0.00	0.00	0.00	-337,414.48
04-0-2106	RESERVED- WATER DISTRIBUTION	0.00	0.00	0.00	0.00	0.00
04-0-2107	RESERVED-W/W COLLECTION	0.00	0.00	0.00	0.00	0.00
04-43-8547	WATER DISTRIBUTION	0.00	0.00	157.50	-157.50	-157.50
04-43-8548	SEWER PLANT CAPACITY	0.00	0.00	21.00	-21.00	-21.00
04-43-8549	WATER PLANT CAPACITY	0.00	0.00	0.00	0.00	0.00
04-43-8551	SEWER COLLECTION	0.00	0.00	0.00	0.00	0.00
04-43-9601	INTEREST EARNED	0.00	0.00	17,518.36	-17,518.36	-17,518.36
04-45-5515	CONSULTANT SERVICES	0.00	39,116.06	0.00	39,116.06	39,116.06
04-45-9761	TRANSFER TO UTILITY FUND	0.00	0.00	0.00	0.00	0.00
Fund 04 Total:		0.00	228,461.59	228,461.59	0.00	0.00
Report Total:		0.00	228,461.59	228,461.59	0.00	0.00

CAPITAL IMPROVEMENTS AND/OR COMMODITIES TO BE HELD ON APRIL 1, 2025

Fund Summary

Fund	Beginning Balance	Total Debits	Total Credits	Ending Balance
04 - IMPACT FEE FUND	0.00	228,461.59	228,461.59	0.00
Report Total:	0.00	228,461.59	228,461.59	0.00

CAPITAL IMPROVEMENTS ADVISORY COMMITTEE PACKET FOR THE MEETING TO BE HELD ON APRIL 1, 2025