



Capital Improvements Advisory Committee

September 14, 2026
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:00 p.m.

AGENDA

A. CALL TO ORDER

B. PUBLIC COMMENT

The purpose of this item is to allow the public an opportunity to address the Board/Commission regarding any item on this agenda that is not a "Public Hearing." Issues regarding daily operational or administrative matters should first be dealt with by calling Town Hall at 972.874.6000 during business hours.

In accordance with the Texas Open Meetings Act, the Board/Commission is restricted from discussing or acting on items not listed on the agenda.

To speak during public comment, fill out a comment form (PDF). Note:

- Limited to three (3) minutes, a tone will sound at 30 seconds left and when time has expired, and times may be adjusted by the Chair
- Direct comments to the Board/Commission
- State your name and the municipality where you reside

C. CONSENT ITEM(S)

This part of the agenda consists of non-controversial, or "housekeeping" items required by law. Items may be removed from Consent by any Commissioner by making such request prior to a motion and vote.

- 1 Minutes - Consider approval of the minutes from March 9, 2026

D. REGULAR ITEM(S)

- 1 Review and approve the Semi-Annual Impact Fee Report for impact fees as of March 31, 2026, as required by Chapter 395 of the Texas Local Government Code.

E. ADJOURN

Pursuant to Section 551.071 of the Texas Government Code, the Capital Improvement Advisory Committee reserves the right to consult in closed session with its attorney and to receive legal advice regarding any item listed on this agenda.

I do hereby certify that the notice of above meeting for the Town of Flower Mound was posted at Town Hall, Town of Flower Mound, Texas, and on the Town's website in compliance with Chapter 551, Texas Government Code on September 8, 2026, by 5:00 p.m.

Christina Torre, TIRZ Analyst

The Flower Mound Town Hall and Jody Smith Hall are wheelchair accessible. Requests for accommodation or interpretive services must be made

48 hours prior to this meeting by contacting Town Hall at 972.874.6000. Additional time limits will be provided for members of the public that need to address the Town Council through a translator.



Capital Improvements Advisory Committee

March 9, 2026
Town Hall
2121 Cross Timbers Road
Flower Mound, TX 75028

6:00 p.m.

DRAFT MINUTES

A. CALL TO ORDER

Chair Schultz opened the meeting at 6:01pm

The Capital Improvement Advisory Committee met in a regular meeting with the following members present:

Gregory Schultz, Place 1, Chair
Jason Hobbs, Place 2
Chris Reed, Place 3, Vice Chair
Bill Koenig, Place 4
Brian Dench, Place 5
Amit Juneja, Place 6

constituting a quorum with the following members of the Town Staff participating:

Lee Rodriguez, CIP/TIRZ Manager
Brian Waltenburg, Director of Public Works

B. PUBLIC COMMENT

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no public comment

C. CONSENT ITEM(S)

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ACTION: Vice Chair Reed moved to approve consent items. Representative Hobbs seconded the motion.
AYES: Vice Chair Reed, Representative Hobbs, Representative Koenig, Representative Dench, Representative Juneja
NAYS: None
ABSTAIN: None
RESULT: 5:0

- 1 Minutes - Consider approval of the minutes from November 10, 2025.

D. REGULAR ITEM(S)

- 1 Semi-Annual Impact Fee Report - Consider approval of the Semi-Annual Impact Fee Report as of September 30, 2025, as required by Chapter 395 of the Texas Local Government Code
Lee Rodriguez presented the semi-annual impact fee report. Brief discussion about how actual spending and revenues match what was forecasted.

ACTION: Vice Chair Reed moved to approve D.1. as presented in the agenda caption. Representative Hobbs seconded the motion.
AYES: Vice Chair Reed, Representative Hobbs, Representative Koenig, Representative Dench, Representative Juneja
NAYS: None
ABSTAIN: None
RESULT: 5:0

- 2 Impact Fee Update - Consider a recommendation to amend the Town of Flower Mound's land use assumptions, capital improvements plan, and impact fees, as required by Chapter 395 of the Texas Local Government Code
Pete Kelly and Connor Manley with Kimley-Horn presented the updated land use assumptions and capital improvements plan, along with the updated maximum assessable impact fees for roadway, water, and wastewater. Kimley-Horn then asked the committee for feedback and recommendation to take to Town Council. The following discussion took place:

- The committee had concerns about how the increase in impact fees would impact development; they had concerns that it would cause development to slow, or the cost for residential development would be passed through to the home buyer. The committee expressed the desire

to have data showing how previous impact fee increases have affected both residential and non-residential development.

- Kimley-Horn confirmed that Town Council can set different percentages of the maximum assessable for residential and non-residential impact fees.
- Another concern was if the newly adopted impact fees were lower than the maximum assessable amount, would the Town not be collecting enough revenue to cover the cost of capital improvements? The concern was that the residents and taxpayers would have to cover the cost through property taxes or debt.
 - Brian Waltenburg confirmed that any gap in impact fees collected and construction costs would be captured in subsequent updates; new impact fees collected could then be used to pay for debt-funded projects.
- The committee would prefer to see impact fees that allow for sustainable growth and development as opposed to rapid growth.

No action was taken on this item.

- 3 Impact Fee Audit - Presentation of the impact fee financial audit, as required by Chapter 395 of the Texas Local Government Code
Lee Rodriguez presented the final report of the impact fee financial audit. A brief discussion occurred about the sample size and the extent of the findings.

No action was taken on this item.

E. ADJOURN

Chair Schultz adjourned the meeting at 7:12pm.



CAPITAL IMPROVEMENTS ADVISORY COMMITTEE AGENDA D.1. REGULAR ITEM(S)

DATE: September 14, 2026
FROM: Christina Torre, TIRZ Analyst
ITEM: **Review and approve the Semi-Annual Impact Fee Report for impact fees as of March 31, 2026, as required by Chapter 395 of the Texas Local Government Code.**

BACKGROUND: The Semi-Annual Impact Fee Report as of March 31, 2026, is presented to the Capital Improvements Advisory Committee (CIAC) for its review and recommendation to the Town Council regarding any perceived inequities. The CIAC's recommendation will be forwarded to the Town Council. Chapter 395 of the Texas Local Government Code provides guidelines for municipalities that finance capital improvements through impact fees that are required for new development.

The advisory committee serves in an advisory capacity and is established to:

1. Advise and assist the political subdivision in adopting land use assumptions
2. Review the Capital Improvements Plan and file written comments
3. Monitor and evaluate implementation of the Capital Improvements Plan
4. File semi-annual reports with respect to the progress of the Capital Improvements Plan and report to the political subdivision any perceived inequities in implementing the plan or imposing the impact fee
5. Advise the political subdivision of the need to update or revise the land use assumptions, Capital Improvement Plan, and impact fee.

The Semi-Annual Impact Fee Report as required by Section 395.058 (c)(4) is attached. The report meets the intent of the code and includes total revenue and expenses collected and paid since the Town adopted its first impact fee ordinance on June 18, 1990, through March 31, 2026. Also included in the report are the revenues and expenses collected for the six-month period from October 1, 2025, through March 31, 2026. Roadway impact fees are reported by area, wastewater impact fees are reported by district, and water impact fees are reported on a Town-wide basis.

BOARD REVIEW/CITIZEN FEEDBACK: After CIAC approval, the Semi-Annual Impact Fee Report will be forwarded to Town Council.

ALTERNATIVES: N/A

FISCAL IMPACT: N/A
N/A

LEGAL REVIEW: N/A

ATTACHMENTS:

1. Impact Fee Report 3.31.26

DRAFT MOTION: Move to approve as presented in the agenda caption.

Impact Fees as of 3/31/2026

Roadway

Service Area	Total Revenue	Period Revenue*	Total Expenses	Period Expenses*
A	\$31,013,432	\$1,099,254	\$20,771,358	\$892,000
B	\$5,034,141	\$99,337	\$1,135,325	\$17,939
C	\$2,065,213	\$41,637	\$1,466,103	\$17,379
Total	\$38,112,786	\$1,240,228	\$23,372,786	\$927,318

Water

	Total Revenue	Period Revenue*	Total Expenses	Period Expenses*
Total	\$42,905,368	\$1,403,953	\$29,506,432	\$274,135

Wastewater

Service Area	Total Revenue	Period Revenue*	Total Expenses	Period Expenses*
Town Wide	\$18,019,110	\$0	\$18,019,110	\$0
Long Prairie	\$23,568,223	\$337,119	\$18,100,426	\$49,248
Denton Creek	\$2,742,917	\$6,129	\$2,413,989	\$0
Prairie Vista	\$1,320,679	\$385	\$1,300,000	\$0
Lakeside	\$4,134,564	\$398,711	\$527,417	\$41,845
Total	\$49,785,494	\$742,344	\$40,360,942	\$91,093

*Period is 10/1/2025 – 3/31/2026