



**AGENDA
TOWN OF SUNNYVALE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
TOWN HALL – 127 N. COLLINS RD
AUGUST 17, 2015
7:45 P.M.**

CALL MEETING TO ORDER

- 1. APPROVAL OF MINUTES OF REGULAR MEETING OF 2/16/2015**
- 2. DISCUSS AND RECOMMEND: MAXIMUM ALLOWABLE ROADWAY, WATER AND WASTEWATER IMPACT FEE.**

ANY MEMBER OF THE PUBLIC HAS A RIGHT TO APPEAR AT THE MEETING AND PRESENT EVIDENCE FOR OR AGAINST THE UPDATE.

ADJOURN

ALL LOCATIONS IDENTIFIED ARE IN THE TOWN OF SUNNYVALE UNLESS OTHERWISE INDICATED. FOR A DETAILED PROPERTY DESCRIPTION, PLEASE CONTACT THE BUILDING OFFICIAL AT TOWN HALL. ALL ITEMS ON THE AGENDA ARE FOR POSSIBLE DISCUSSION AND ACTION. PLEASE TURN OFF ALL TELEPHONES AND HANDHELD COMMUNICATION DEVICES WHILE IN ATTENDANCE AT THIS MEETING. MEMBERS OF THE PUBLIC ARE REQUESTED TO LIMIT THEIR COMMENTS, WHETHER AT THE PUBLIC FORUM OR DURING A PUBLIC HEARING, TO NO MORE THAN FIVE (5) MINUTES.

THE TOWN OF SUNNYVALE IS COMMITTED TO COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA). REASONABLE ACCOMMODATIONS AND EQUAL ACCESS TO COMMUNICATIONS WILL BE PROVIDED TO THOSE WHO PROVIDE NOTICE TO THE DIRECTOR OF COMMUNITY SERVICES AT 972-226-7177 AT LEAST 48 HOURS PRIOR TO THE MEETING.

THE FOREGOING NOTICE WAS POSTED IN THE FOLLOWING LOCATIONS:
SUNNYVALE ISD 417 E. TRIPP ROAD
SUNNYVALE LIBRARY AT 402 TOWER PLACE

I HEREBY CERTIFY THAT THE FOREGOING NOTICE WAS POSTED ON AUGUST 14, 2015, IN THE FOLLOWING LOCATIONS AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING:

TOWN HALL AT 127 N. COLLINS ROAD

LESLIE MALONE, TOWN SECRETARY



**MINUTES
TOWN OF SUNNYVALE
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
MONDAY, FEBRUARY 16, 2015
TOWN HALL - COUNCIL CHAMBERS
127 N. COLLINS RD.
7:30 P.M.**

**ABSENT
ABSENT**

**CHAIRPERSON
CO-CHAIRPERSON
MEMBER
MEMBER
MEMBER
MEMBER
MEMBER**

**DIANE TURNER
KEN DEMKO
ANTHONY OKAFOR
KEN WILSON
JOHN PEASE
JACK KIRKLAND
CHRIS MCNEILL**

CALL MEETING TO ORDER

Acting Chair McNeill called the meeting to order at 7:30 p.m. Acting Chair McNeill noted that Members Diane Turner and Ken Demko were absent, but had provided advance notice of the absence.

1. APPROVAL OF MINUTES OF REGULAR MEETING OF 9/29/2014

Acting Chair McNeill questioned if any members had comments or changes.

Acting Chair McNeill called for a motion. Motion by Member Wilson to approve the minutes from the regular meeting of the CIAC from 9/29/2014 as presented. Member Kirkland seconded the motion. Acting Chair McNeill called for a vote, with all members voting affirmative, the motion carried 5/0.

**2. DISCUSS AND CONSIDER: (A) APPROVAL OF A ROADWAY IMPACT FEE
CAPITAL IMPROVEMENTS PLAN AND (B) ROADWAY IMPACT FEE**

Eddie Haas, Freese & Nicols, presented the information provided within the power point presentation. Mr. Haas questioned if the members had comments or questions regarding the material.

Member Pease stated that the charts seemed to favor non-residential. Member Pease questioned if they could do either one.

Mr. Haas stated yes. Mr. Haas stated that is a policy decision. Mr. Haas stated that the Committee had requested that they try to find the middle area and that is what the data reflects.

Member Pease stated that he thinks the information is great and they at least have some good information to work from. Member Pease stated he questioned the standard practice, is it to favor residential or non-residential development.

Mr. Haas stated that he has seen it both ways. Mr. Haas stated that some communities want to incentivize residential development. Mr. Haas that other communities want to incentivize the non-residential component. Mr. Haas stated that Midlothian has this standard. Mr. Haas stated that it depends upon the Town's direction as it relates to economic development. Mr. Haas stated that from the roads piece, who is going to consume things most.

Mr. Pease stated that we have water and wastewater benchmarked. Mr. Pease stated that they have a very high water cost.

Mr. Haas stated that is voo-doo to him, but his guess is that there must be some pretty expensive water infrastructure associated with those costs.

Mr. Pease questioned if it is safe to approve a roadway impact fee without knowing what the water and wastewater equation will be. Mr. Pease questioned if that is more up to Town Council.

Mr. Haas stated ultimately that it is Town Council's decision. Mr. Haas stated that as the CIAC, they may want to make a recommendation that takes into consideration the big picture. Mr. Haas stated that Freese and Nichols have completed the roadway piece and we could make that decision, but it might not be a bad idea to have a big picture. Mr. Haas stated that this is where we combine all the fees and understand where we are at in fee collection. Mr. Haas stated that he is not sure where we are at in terms of infrastructure for water and sewer. Mr. Haas questioned if staff thought there were some big outstanding items.

Director Wilson stated yes, there are a number of larger projects on the radar.

Mr. Haas stated that someone needs to pay to put those roads on the ground and it is either development helping to pay for those costs or the existing tax payers. Mr. Haas stated that if you skimp back on roads, then the tax base picks up the cost.

Acting Chair McNeill stated that Sunnyvale has no problem attracting residential development in Sunnyvale. Acting Chair McNeill stated that it has been slow but is picking up and the unique aspects of the Town drive people wanting to be here. Acting Chair McNeill stated that he prefers Scenario B, as we are able to take advantage of the demand for residential housing; but also does attract economic development for non-residential uses. Acting Chair McNeill stated that they discuss the sliding scale over time, going from 5% to 7.5% the first year, to 17.5% by year 5.

Mr. Haas stated that it is not uncommon to see anywhere from \$1,000 to \$1,500 for a residential home for roads.

Acting Chair McNeill questioned if that took into consideration the value of the home.

Mr. Haas stated no. Mr. Haas stated that if someone were to ask what the cost is in north Texas, he would say between \$1,250 to \$1,500.

Acting Chair McNeill questioned if other communities have tailored the fee to the value of the home.

Mr. Haas stated that there is really no difference in the trip generation for a larger versus smaller house. Mr. Haas stated that he has not seen this stratified in any of the trip generation information he has come across.

Member Okafor questioned Highland Park and where they are at on impact fees.

Mr. Haas stated that he was unsure and did not have that data for that community.

Acting Member McNeill stated that last meeting, the group seemed to have a direction they wanted to go and the matrix helps. Acting Member McNeill stated that he thinks they would be acting pre-maturely if they were to act on the roadway portion without having the water and wastewater piece.

Mr. Haas agreed.

Member Wilson questioned if this is a study that is completed every 10 years.

Mr. Haas stated that it should be completed every 5 years. Mr. Haas stated that there is a good faith effort to update the study. Mr. Haas stated that if we need to wait for the other components we are still in a positive light. Mr. Haas stated that we have a cost calculated and are just waiting for the other pieces of the puzzle. Mr. Haas stated that he did not know schedule wise where the other group is at in their study.

Director Wilson stated that she has tried to contact Capex Consulting to see where they are at on the project. Director Wilson stated that Mr. Fox was going to reach out to them as well. Director Wilson stated that Freese and Nichols had provided the information to them a month or so ago. Director Wilson stated that staff would like to get this moving.

Mr. Haas stated that the CIAC would make a recommendation to Council. Mr. Haas stated that it may be cleaner to have a full package before Council.

Acting Chair McNeill stated that he feels they would be doing a disservice to the public and Council if they make a recommendation on one piece and the other comes back higher. Acting Chair McNeill stated that he doesn't want to get through the process and have to start over again.

Member Pease stated that there is a plus to solidifying some of the information, such as Scenario A or Scenario B and the graded increase over time. Member Pease stated that if we make those broad decisions, we have a general direction when they come back with the package.

Acting Chair McNeill stated that a poll to see where we are at in terms of those items may be necessary.

Member Pease stated that if we are so high in water and wastewater, moving forward, we will continue to be high. Member Pease stated that he thinks with Scenario B, he can explain to people that ask, why they chose what they did. Member Pease stated that it does place us in the middle.

Acting Chair McNeill stated that they can take an informal poll and see where they are at on the points provided. Acting Chair McNeill stated that they would have a framework to work under. Acting Chair McNeill questioned if the group was in favor of Scenario A versus Scenario B. Acting Chair McNeill called for a vote. Members Kirkland, McNeill, Pease, Wilson, and Okafor all voted to favor Scenario B.

Acting Chair McNeill stated that in terms of stair-stepping the rate over time, starting with the current service level to the final target rate levels, to make things easier for development over time. Acting Chair McNeill called for a vote. Members Kirkland, McNeill, Wilson, and Okafor voted in favor. Member Pease voted against.

Member Pease stated that it has been 14 years since this has been done. Member Pease stated that we are talking about increasing this over that time. Member Pease stated that this will be a big jump. Member Pease stated that we have good data now and we need to require the fees that we need to complete projects. Member Pease stated that he did not want to start the fees at the current level that are based upon bad data.

Acting Chair McNeill stated that he could see it both ways.

Mr. Haas stated that there were some different types of calculations used on the last study. Mr. Haas stated that some money was left on the table due to that approach. Mr. Haas stated that they stand behind their numbers and their approach.

Member Okafor questioned if the approach they used is over time in other places.

Mr. Haas stated that this approach has been used since 1981. Mr. Haas stated that their approach has been tested in court. Mr. Haas stated that most cities in Texas use the approach that Freese and Nichols has used in this study.

Acting Chair McNeill questioned if the committee had any further questions.

Mr. Haas stated that he likes the graduated approach. Mr. Haas stated that the percentages may need to be adjusted a bit.

Acting Chair McNeill stated that nothing is set in stone, there is opportunity to adjust.

Member Wilson questioned if there are two more reports.

Director Wilson stated that study should come as one.

Mr. Haas stated that he would coordinate with staff so that the charts could be updated appropriately to represent the water, wastewater, and roadways.

Acting Chair McNeill stated that given that this is a public meeting, he would open a hearing at 8:00 p.m. Acting Chair McNeill stated that since there is no public present, he would close the hearing at 8:01 p.m.

Motion by Member Wilson to continue this discussion to a future meeting time. Motion was seconded by Member Okafor. Acting Chair McNeill called for a vote. All members voting affirmative, motion passed 5/0.

ADJOURN.

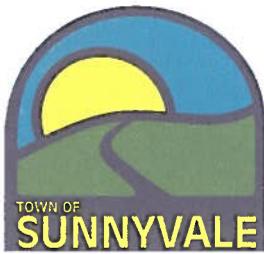
Acting Chair adjourned the meeting at 8:03 p.m.

The undersigned presiding officer certifies that this is a true and correct record of the proceedings.

Chris McNeill, Acting Chair

ATTEST:

Leslie Malone, Town Secretary



Town of Sunnyvale

Item: 2 Development Services

August 17, 2015

Prepared By: Rashad Jackson, AICP

Consent **Public Hearing** **Discussion** **Action**

Summary:

DISCUSS AND RECOMMEND: MAXIMUM ALLOWABLE ROADWAY, WATER AND WASTEWATER IMPACT FEE.

Background:

The consultant working on the Impact Fees has formalized the information needed for the next step in updating the Ordinance and Capital Improvement Plan for roadway, water and wastewater fees. The consultant will be presenting the maximum allowable roadway, water and wastewater impact fee at this meeting and would like for the CIAC to take action if possible.