

**AGENDA**  
**IMPACT FEE ADVISORY COMMITTEE MEETING**  
**RONALD C. BOWMAN CITY COUNCIL CHAMBERS**  
**447 North Main Street**  
**Boerne, TX 78006**  
**May 5, 2025 – 5:30 p.m.**

1. CALL TO ORDER – 5:30 PM
2.     [2025-191](#)           Receive a presentation on the status of the impact fees.  
  
      **Attachments:**   [IFAC May 2025](#)
3.     [2025-205](#)           Approve minutes of December 2, 2024.  
  
      **Attachments:**   [UnofficialMeetingMinutes02-Dec-2024](#)
4. ADJOURNMENT

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s/s Andrew Wilkinson  
Administrative Officer

**CERTIFICATION**

I hereby certify that the above notice of meeting was posted by 5 p.m. on the 2nd day  
of May, 2025.

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s/s Andrea Snouffer  
Recording Secretary

**NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS**

**City Hall is wheelchair accessible. Access to the building and special parking is  
available at the front entrance of the building. Requests for special services must be  
received forty-eight (48) hours prior to the meeting time by calling Andrea Snouffer  
at 830-248-1538.**

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.

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.



May 5, 2025, STATUS REPORT

# IMPACT FEE ADVISORY COMMITTEE

# Status Report

- What are Impact Fees?
- Assessments and Collections
- Role of the Advisory Committee
- 2023 Impact Fee Update
- Capital Improvements
- Impact Fee Balances



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# What Are Impact Fees?

- Impact Fees are charged to recover investment in infrastructure with capacity to serve new development.
- State Law provides framework in Chapter 395 of the Local Government Code.
- Impact Fees are charged to new developments only.
- Monies can only be spent on projects included in the Capital Improvements plan.



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# Assessments and Collections

- Impact Fees are assessed at time of platting.
- Note on plat indicates fee assessed to lots.
- Impact Fees are paid at time of Building Permit Issuance and/or Utility Application.
- Monies are tracked as separate accounts with interest earned adding to account balance.



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# Role of Advisory Committee

- Provide input to staff and engineers during Impact Fee development process.
- Review Land Use Assumptions, Capital Improvements Plan, and Impact Fee Calculations.
- Review status of impact fees and determine when updates are warranted. (5-year max).
- Advise City Council based on reviews.



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## 2023 Impact Fee Update

- City contracted with HDR Engineering, Inc. to update the Land Use Assumptions, Capital Improvements Plan and to calculate updated maximum impact fees based upon the new Capital Improvements Plan.
- HDR Engineering, Inc. provided a draft report on February 6, 2023 , presenting a maximum impact fee determination for consideration by the City's Impact Fee Advisory Committee and the Boerne City Council.
- The Advisory Committee made a recommendation to City Council on March 6, 2023 , to approve the Land Use Assumptions, Capital Improvements Plan and maximum fee of \$7,629 to be set as the new impact fee.
- In a public hearing on May 9, 2023, City Council approved the new maximum fee.
- The new impact fee is a decrease of \$1,928 from the previous impact fee of \$9,557.
- Ordinance 2023-18 is the current Impact Fee Ordinance.



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# Current Impact Fees

## Assessed Beginning May 23, 2023

LUE's	Meter Size	Water Fee	Wastewater Fee	Combined Fee
1	5/8"	\$2,509.00	\$5,120.00	\$7,629.00
1.5	3/4"	\$3,763.50	\$7,680.00	\$11,443.50
2.5	1"	\$6,272.50	\$12,800.00	\$19,072.50
5.0	1-1/2"	\$12,545.00	\$25,600.00	\$38,145.00
8.0	2"	\$20,072.00	\$40,960.00	\$61,032.00
16	3"	\$40,144.00	\$81,920.00	\$122,064.00
25	4"	\$62,725.00	\$128,000.00	\$190,725.00
50	6"	\$125,450.00	\$256,000.00	\$381,450.00



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## Impact Fee Comparison

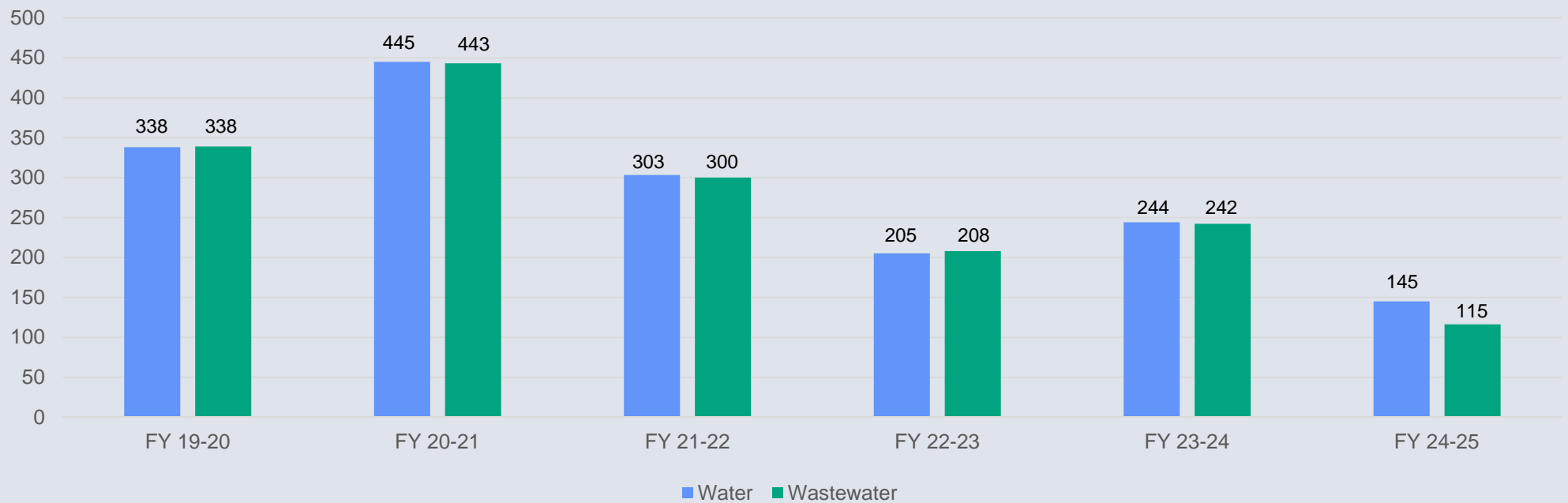
City Utility	Water	Wastewater	Total
Universal City	\$3,881	\$655	\$4,537
Fredericksburg	\$3,707	\$3,480	\$7,187
Boerne	\$2,509	\$5,120	\$7,629
Austin	\$4,800	\$2,900	\$7,700
Round Rock	\$4,912	\$2,921	\$7,833
San Antonio Water System*	\$5,720	\$3,287	\$9,007
Leander	\$8,762	\$2,301	\$11,063
Buda	\$7,188	\$5,239	\$12,427
Kyle	\$6,169	\$6,345	\$12,514
Fair Oaks Ranch	\$8,670	\$6,069	\$14,739
Georgetown	\$11,000	\$6,129	\$17,129
New Braunfels	\$19,448	\$6,244	\$25,692



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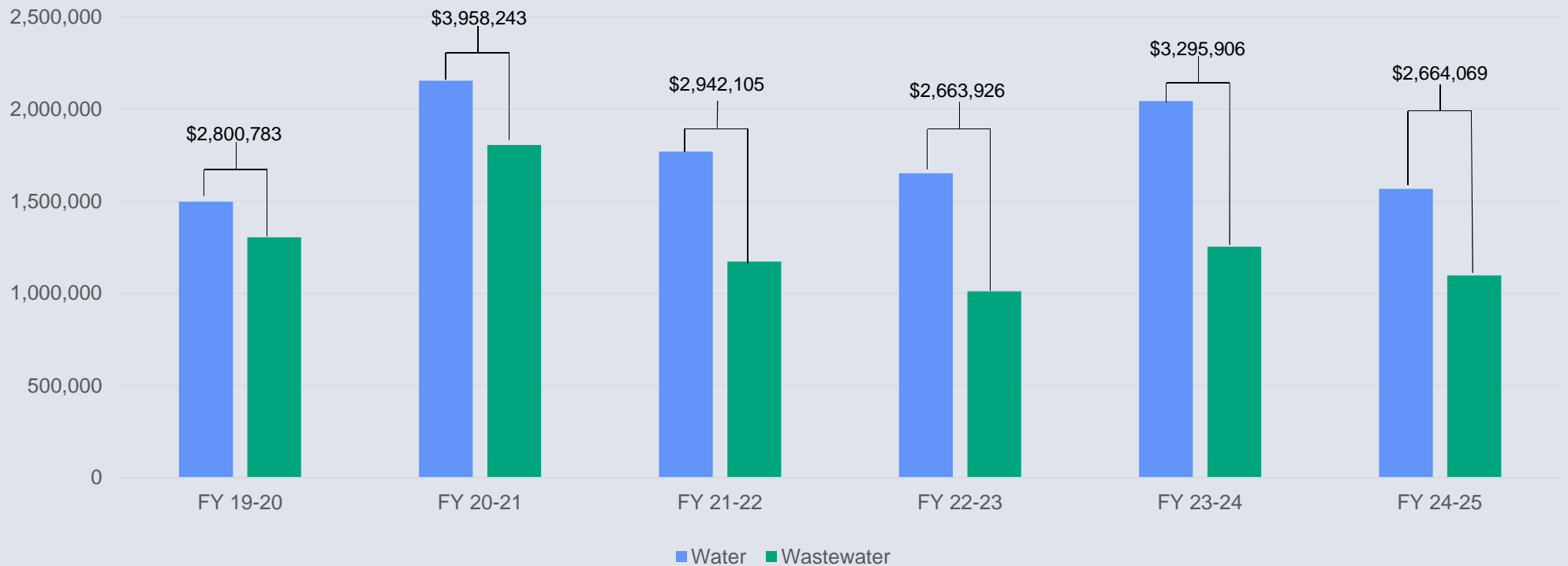
*\*The San Antonio Water System (SAWS) has multiple impact fees depending on service area. The impact fees shown here are an average of all fees. The base water impact fees range from \$5,470 to \$5,987 and the base wastewater impact fees range from \$1,873 to \$5,541.*

## New Impact Fee Payments



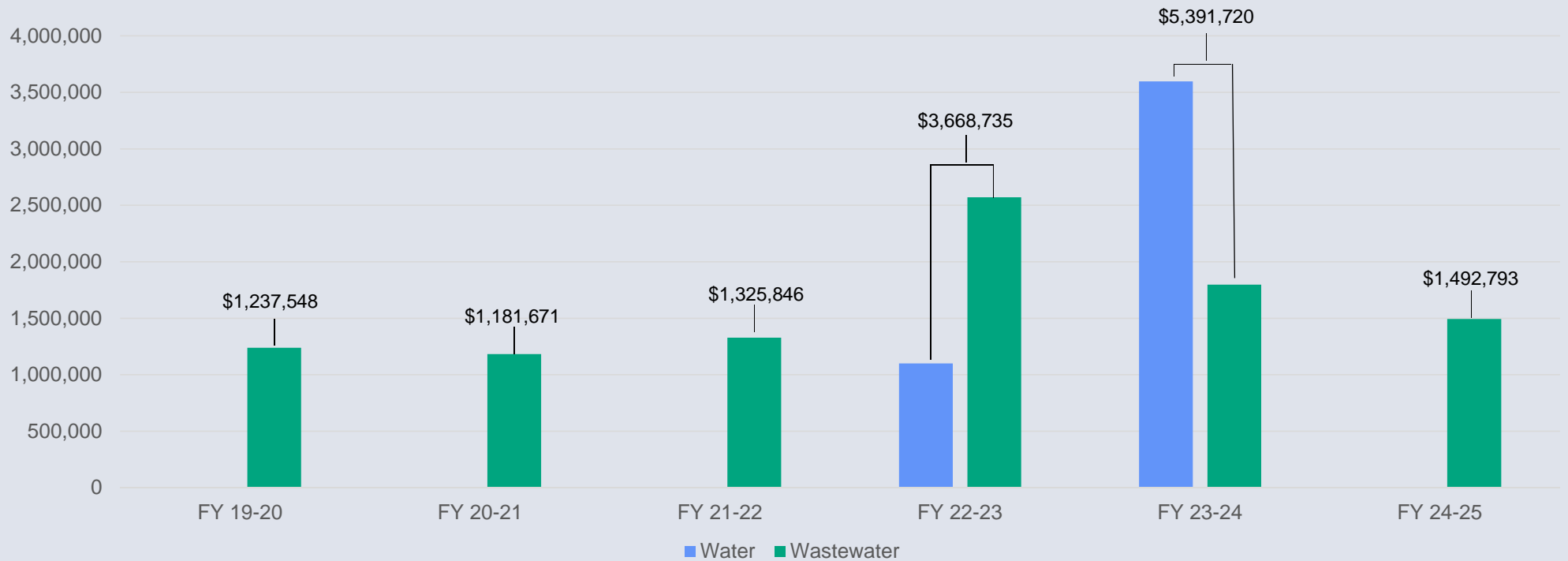
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## Impact Fee Collections



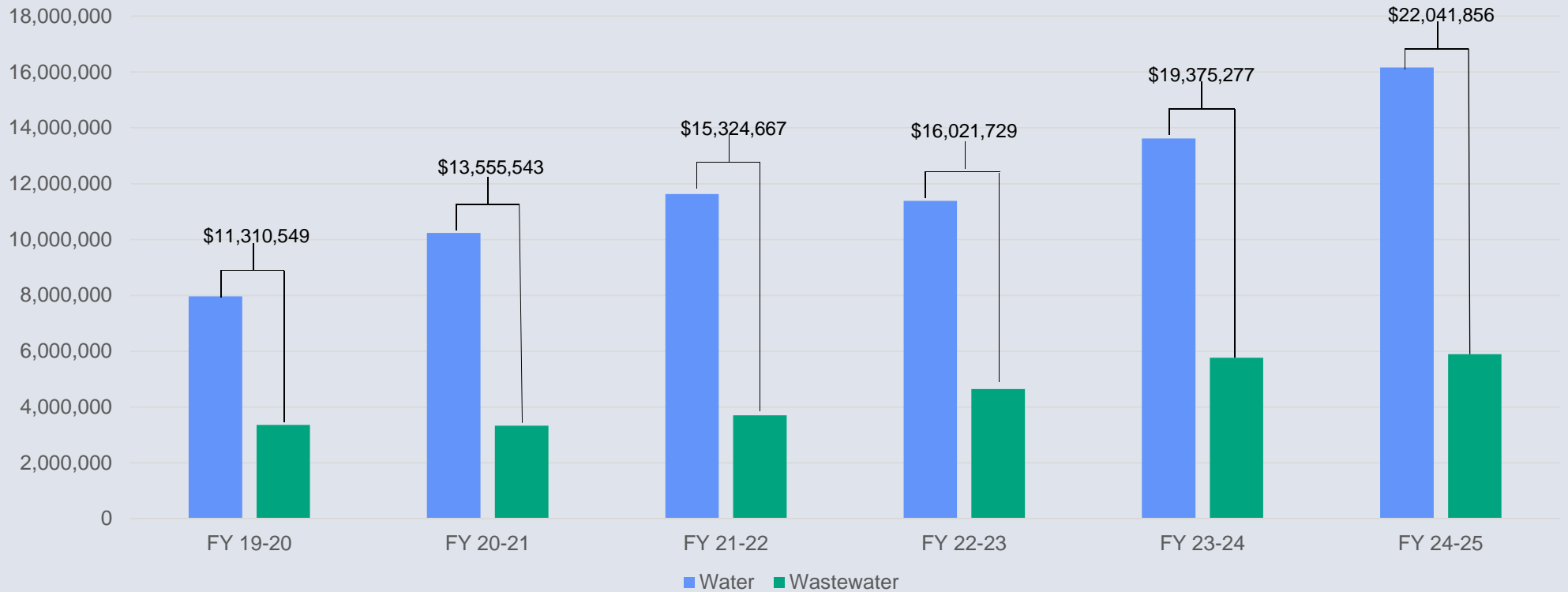
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## Impact Fee Expenditures



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## Impact Fee Fund Balances



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## Water CIP

Water Capital Projects	Cost
<b>Water Treatment</b>	
WTP Expansion	\$20,000,000
<b>Water Pumping</b>	
Ammann Road Water Tank & Pump Station	\$2,240,000
<b>Water Supply</b>	
GBRA Ammann Road Main	\$2,570,000
WCID #4 Supply Main (Ammann Rd.)	\$2,000,000
WCID #4 Supply Main (SH-46) – Oversizing	\$175,000
<b>Reclaimed Water</b>	
Reclaimed Main Transmission Upgrade	\$1,050,000
Trails of Herff Ranch Reclaimed Main	\$1,100,000
Reclaimed Water Elevated Storage	\$1,800,000
SH-46 Main Bore	\$200,000
WWTRC Storage Tank and Pumps	\$1,660,000
<b>Total 10-Year Projects</b>	<b>\$32,795,000</b>



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## Wastewater CIP

Wastewater Capital Projects	Cost
<b>Wastewater Treatment</b>	
1 <sup>st</sup> WWTRC Expansion	\$8,805,000
2 <sup>nd</sup> WWTRC Expansion	\$14,000,000
<b>Pumping (Lift Stations)</b>	
School Lift Station 3 <sup>rd</sup> Wet Well Addition	\$1,200,000
<b>Interceptors</b>	
South Cibolo Collector	\$7,000,000
Suggs Creek Sewer Main	\$2,250,000
Trails of Herff Ranch Main	\$2,090,000
Total 10-Year Projects for Growth	\$35,345,000



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# Summary

- Capital Improvements are under design or construction.
- Impact fee collections are outpacing expenditures.
- Impact fee fund is growing.
- Need to update Land Use Assumptions and Population Projections in 2028.
- Next Proposed Advisory Committee Meeting:
  - Nov 3, 2025



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**MINUTES**  
**IMPACT FEE ADVISORY COMMITTEE MEETING**  
**RONALD C. BOWMAN CITY COUNCIL CHAMBERS**  
**447 North Main Street**  
**Boerne, TX 78006**  
**December 2, 2024 – 5:30 p.m.**

Members Present: Tim Bannwolf - Chairman, Lucas Hiler - Vice Chairman, Bob Cates, Bill Bird, Susan Friar, and Ross Partlow.

Staff Present: Michael Mann, Andrew Wilkinson, and Andrea Snouffer

1. CALL TO ORDER – 5:30 PM

Meeting was called to order at 5:33 p.m.

2. Approve minutes of April 1, 2024.

Commissioner Bird motioned to approved the minutes, Commissioner Friar seconded the motion. All were in favor. Minutes were approved.

3. Receive presentation on the status of the impact fees.

Andrew Wilkinson, Utilities Engineer, gave the presentation on the status of the impact fees. Chairman Bannwolf asked if the impact fee fund was an interest bearing fund. Andrew replied yes and that water and wastewater funds are in separate interest bearing accounts. Vice Chairman Hiler asked about the correlation between utility rates and impact fees. Mike Mann, Utilities Director, replied that utility rates are set to cover all expenses. He said impact fees are a part of those expenses and they are also a part of the revenues so they are interrelated. Impact fees can only be used to fund new projects that provide development and we only recover part of the capital for those

projects. We have to sell debt or revenues bonds to put the infrastructure in and then we collect impact fees as time passes and people come online. Majority of the increases are operating costs. Commissioner Bird asked to review the comparison slide of other cities' impact fees. He asked what is the comparison if we increase in size. Andrew said it is based on the maximum fee per living unit equivalent (LUE) allotted in the ordinance. It is based on one LUE and when you go up in meter size you multiply by the number of LUE's to get the larger dollar amount. Andrew confirmed that one LUE is a total of \$7,629 and then it goes up from there depending on the meter size. Chairman Bannwolf asked about new subdivisions coming online with 200 homes and asked if you would multiply 200 LUE's by the \$7,629 or is there other math involved. Mike said a 5/8" water meter is one LUE the kind we would normally put at one house. He said there is a chart in the ordinance and it talks about how many LUE's are applied to each meter size. So, if you are putting in a four inch meter, it is twenty-five LUE's and you would pay twenty-five times that cost per LUE.

#### 4. ADJOURNMENT

Meeting was adjourned at 5:46 p.m.

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Chair

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Secretary