

AGENDA
The Board of Directors of the
Boerne Public Facility Corporation
Ronald C. Bowman City Council Chambers
447 N Main
Boerne, TX 78006
JUNE 23, 2026 – 6:00 PM

1. CALL TO ORDER – 6:00 PM
2. CONFLICTS OF INTEREST
3. PUBLIC COMMENTS: This is the opportunity for visitors and guests to address the Board of Directors on any issue. The Board of Directors may not discuss any presented issue, nor may any action be taken on any issue at this time. (Attorney General opinion – JC-0169)
4. [2026-225](#) CONSIDER THE APPROVAL OF THE MINUTES OF THE BOERNE PUBLIC FACILITY CORPORATION OF AUGUST 12, 2025.

 Attachments: [Minutes.25.0812 PFC](#)
5. [2026-221](#) BRIEFING AND DISCUSSION ON ANNUAL AUDITOR’S REPORT REGARDING DELIVERY OF BOOKS, RECORDS, ACCOUNTS AND FINANCIAL STATEMENTS OF THE BOERNE PUBLIC FACILITY CORPORATION.

 Attachments: [AIS - PFC](#)
 [BPFC Financials](#)
6. ADJOURNMENT

CERTIFICATION

**I hereby certify that the above notice of meeting was posted on the 16 day of June,
2026 at 4:00 p.m.**

s/s Ben Thatcher
Assistant Secretary

NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS

The City Hall Complex 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 the City Secretary at 830-249-9511.

MINUTES
The Board of Directors of the
Boerne Public Facility Corporation
Ronald C. Bowman City Council Chambers
447 N Main
Boerne, TX 78006
AUGUST 12, 2025 – 6:00 PM

Minutes of the Boerne Public Facility Corporation of August 12, 2025.

Present 6 - Chairman Frank Ritchie, Vice Chairman/Vice President Ty Wolosin, Board Member Joe Bateman, Board Member Quinten Scott, Board Member Bret A. Bunker, and Secretary/Treasurer Joseph Macaluso.

Staff Present: Ben Thatcher, Ryan Bass, Sarah Buckelew, Jeff Carroll, Lori Carroll, Nathan Crane, Susan Finch, Lissette Jimenez, Mike Mann, Mick McKamie, Nick Montagno, Steve Perez, Terry Nolan, Mike Raute, Chris Shadrock, Natalie Shults, Andrea Snouffer, Kristy Stark, Chastity Valdes, Andrew Wilkinson, and Danny Zincke.

Recognized / Registered Guests: Heather Bateman and Kyle Mickelsen.

1. CALL TO ORDER – 6:00 PM

Chairman Ritchie called the Boerne Public Facility Corporation meeting to order at 6:00 p.m.

2. CONFLICTS OF INTEREST

No conflicts were declared.

3. PUBLIC COMMENTS:

No comments were received.

4. CONSIDER THE APPROVAL OF THE MINUTES OF THE BOERNE PUBLIC FACILITY CORPORATION OF APRIL 8, 2025.

A MOTION WAS MADE BY VICE CHAIR/VICE PRESIDENT WOLOSIN, SECOND BY BOARD MEMBER SCOTT TO APPROVE THE MINUTES OF THE BOERNE PUBLIC FACILITY CORPORATION OF APRIL 8, 2025.

Yeah: 6 - Chairman Ritchie, Vice Chairman/Vice President Wolosin, Board Member Joe Bateman, Board Member Quinten Scott, Board Member Bret A. Bunker, and Secretary/Treasurer Macaluso.

5. **CONSIDER RESOLUTION NO. 2025-R02; A RESOLUTION AUTHORIZING THE BOERNE PUBLIC FACILITY CORPORATION TO USE AND/OR TRANSFER FUNDS TO THE CITY OF BOERNE TO SUPPORT THE DEVELOPMENT OF THE FOLLOWING PUBLIC PURPOSES: APPROXIMATELY \$500,000 FOR CITY SIDEWALKS; APPROXIMATELY \$1,000,000 FOR DOWNTOWN PARKING FACILITIES; APPROXIMATELY \$1,500,000 FOR THE WATERWORKS TERRACE PROJECT; AND OTHER MATTERS IN CONNECTION THEREWITH.**

Chairman Ritchie asked Sarah Buckelew, Finance Director to provide information on the proposed transfer of funds from the Public Facility Corporation (PFC). Director Buckelew stated that the PFC has approximately \$3,100,000.00 in fund balance to be used for qualifying projects. The PFC is being asked to consider allocating \$3,000,000.00 towards the following city projects: \$500,000.00 for city sidewalks, \$1,000,000.00 for downtown parking facilities, and \$1,500,000.00 for the waterworks terrace projects. The PFC has the authority to expend funds towards public projects as long as the PFC ensures the funds are used for the construction and placement in service of public facilities.

A MOTION WAS MADE BY BOARD MEMBER BUNKER, SECONDED BY VICE CHAIRMAN/VICE PRESIDENT WOLOSIN, TO APPROVE RESOLUTION NO. 2025-R02; A RESOLUTION AUTHORIZING THE BOERNE PUBLIC FACILITY CORPORATION TO USE AND/OR TRANSFER FUNDS TO THE CITY OF BOERNE TO SUPPORT THE DEVELOPMENT OF THE FOLLOWING PUBLIC PURPOSES: APPROXIMATELY \$500,000 FOR CITY SIDEWALKS; APPROXIMATELY \$1,000,000 FOR DOWNTOWN PARKING FACILITIES; APPROXIMATELY \$1,500,000 FOR THE WATERWORKS TERRACE PROJECT; AND OTHER MATTERS IN CONNECTION THEREWITH. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 6 - Chairman Ritchie, Vice Chairman/Vice President Wolosin, Board Member Joe Bateman, Board Member Quinten Scott, Board Member Bret A. Bunker, and Secretary/Treasurer Macaluso.

6. ADJOURNMENT

Chairman Ritchie adjourned the Boerne Public Facility Corporation meeting at 6:04 p.m.

Approved:

Chairman

Approved:

Assistant Secretary



AGENDA ITEM SUMMARY

	<h2 style="margin: 0;">AGENDA ITEM SUMMARY</h2>
Agenda Date	June 23, 2026
Requested Action	BRIEFING AND DISCUSSION ON ANNUAL AUDITOR’S REPORT REGARDING DELIVERY OF BOOKS, RECORDS, ACCOUNTS AND FINANCIAL STATEMENTS OF THE BOERNE PUBLIC FACILITY CORPORATION.
Contact Person	Sarah Buckelew, Finance Director
Background Information	<p>Section 4.1(c) of the Boerne Public Facility Corporation (BPFC) bylaws requires that the Corporation’s books, records, accounts, and financial statements be audited annually by an independent accounting firm and presented to the Governing Body within 150 days following the end of the Corporation’s fiscal year.</p> <p>As a blended component unit of the City of Boerne, BPFC’s financial information is included in the City’s annual audit. Whitley Penn completed the audit for the fiscal year ended September 30, 2025, and issued an unmodified (clean) opinion. To satisfy the BPFC bylaw requirements, the independent auditors presented the audit results to the City Council on March 10, 2026, within the required 150-day timeframe.</p> <p>Consistent with the City’s Financial Policies and Generally Accepted Accounting Principles (GAAP), the Finance Department completed the Annual Comprehensive Financial Report (ACFR) and submitted it to the Government Finance Officers Association (GFOA) for consideration of the Certificate of Achievement for Excellence in Financial Reporting. If awarded, fiscal year 2025 would represent the City’s 40th consecutive year receiving this distinction.</p> <p>The fiscal year 2025 audit and ACFR demonstrate continued compliance with the BPFC bylaws and the City’s financial policies and reflect the City’s commitment to sound financial management and long-term fiscal stewardship.</p>
Strategic Alignment	F1: Commitment to strategic, responsible, and conservative financial management. Fiscal Excellence

Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	N/A
Alternative Options	N/A
Supporting Documents	Boerne Public Facility Corporation Financials

CITY OF BOERNE, TEXAS
COMBINING BALANCE SHEET - NON-MAJOR GOVERNMENTAL FUNDS
September 30, 2025

	<u>Special Revenue Funds</u>		<u>Permanent Fund</u>	<u>Total Nonmajor Governmental Funds</u>
	<u>Economic Development Fund</u>	<u>Boerne Public Facility Corporation</u>	<u>Cemetery Fund</u>	
Assets				
Cash and cash equivalents	\$ 1,154,647	\$ 3,543,073	\$ 1,720,094	\$ 8,234,505
Investments	-	-	843,080	1,784,339
Receivables (net of allowance for uncollectibles)	-	-	4,038	212,621
Prepays	-	-	28,124	41,549
Restricted cash and cash equivalents	-	-	69,082	69,082
Total Assets	<u>\$ 1,154,647</u>	<u>\$ 3,543,073</u>	<u>\$ 2,664,418</u>	<u>\$ 10,342,096</u>
Liabilities				
Accounts payable	\$ 74,066	\$ -	\$ 20	\$ 154,377
Accrued liabilities	-	-	-	73,851
Total Liabilities	<u>74,066</u>	<u>-</u>	<u>20</u>	<u>228,228</u>
Deferred Inflows of Resources				
Unavailable revenue	-	-	-	72,903
Lease related	-	-	-	2,564
Total Deferred Inflows of Resources	<u>-</u>	<u>-</u>	<u>-</u>	<u>75,467</u>
Fund Balances				
Nonspendable	-	-	997,205	1,010,630
Restricted	-	3,543,073	1,667,193	5,845,331
Assigned	1,080,581	-	-	3,182,440
Total Fund Balances	<u>1,080,581</u>	<u>3,543,073</u>	<u>2,664,398</u>	<u>10,038,401</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	<u>\$ 1,154,647</u>	<u>\$ 3,543,073</u>	<u>\$ 2,664,418</u>	<u>\$ 10,342,096</u>

CITY OF BOERNE, TEXAS

**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
NON-MAJOR GOVERNMENTAL FUNDS
For the Year Ended September 30, 2025**

	<u>Special Revenue Funds</u>		<u>Permanent Fund</u>	<u>Total Nonmajor Governmental Funds</u>
	<u>Economic Development Fund</u>	<u>Boerne Public Facility Corporation</u>	<u>Cemetery Fund</u>	
Revenues				
Property taxes	\$ -	\$ -	\$ -	\$ 5,229,802
Hotel occupancy taxes	-	-	-	1,131,400
Charges for services	-	-	378,360	1,317,015
Investment earnings	87,984	37,781	57,316	494,054
Grants and donations	-	450,000	-	859,683
Miscellaneous	-	-	80,980	320,693
Total Revenues	<u>87,984</u>	<u>487,781</u>	<u>516,656</u>	<u>9,352,647</u>
Expenditures				
Current:				
General government	-	100	40,879	40,979
Economic development	743,219	-	-	1,655,892
Culture and recreation	-	-	-	5,908,638
Debt Service:				
Principal	-	-	-	197,894
Interest	-	-	-	19,778
Capital outlay	-	-	49,995	769,603
Total Expenditures	<u>743,219</u>	<u>100</u>	<u>90,874</u>	<u>8,592,784</u>
Excess (Deficiency) of Revenues Over Expenditures	(655,235)	487,681	425,782	759,863
Other Financing Sources (Uses)				
Transfers in	259,526	-	-	432,894
Transfers out	-	(50,000)	(55,000)	(2,881,317)
Issuance of debt:				
Lease	-	-	-	304,332
Sale of general capital assets	-	-	-	78,343
Total Other Financing Sources (Uses)	<u>259,526</u>	<u>(50,000)</u>	<u>(55,000)</u>	<u>(2,065,748)</u>
Net change in Fund Balances	(395,709)	437,681	370,782	(1,305,885)
Fund Balances - Beginning	<u>1,476,290</u>	<u>3,105,392</u>	<u>2,293,616</u>	<u>11,344,286</u>
Fund Balances - Ending	<u>\$ 1,080,581</u>	<u>\$ 3,543,073</u>	<u>\$ 2,664,398</u>	<u>\$ 10,038,401</u>