

**MINUTES**  
**IMPACT FEE ADVISORY COMMITTEE MEETING**  
**CITY COUNCIL CHAMBERS**  
**124 Old San Antonio Road**  
**Boerne, TX 78006**  
**December 5, 2016 – 5:30 p.m.**

Advisory Committee

Members Present: John Hollinshead (Chair),  
Patrick Cohoon (Secretary), and  
William Paxton

City Staff Present: Michael Mann (Public Works Director), Sean Reich (City Engineer),  
and Andrea Rivera (Recording Secretary)

**1. CALL TO ORDER – 5:30 PM**

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

**2. Receive presentation and discuss current status of Impact Fee Program.**

Sean Reich introduced himself and explained that there hasn't been any changes since the last update in June. He began by explaining what impact fees are and how they are assessed. The board asked if fees are charged on old lots as well. Mr. Reich said yes, if the lot is being re-platted, or if there is a new service. The current impact fee ordinance is from fees assessed in 2014. Current and projected land uses indicate low and medium density residential homes to be the largest use and we expect this to increase over the next ten years. The capital improvements plan contains water projects totaling about 33 million and wastewater projects totaling about 23 million. Mr. Reich said there was a question from the last meeting asking what other cities charge for impact fees. He said he researched each city that is listed on the existing 2014 presentation and updated the costs of impact fees for each. He said that Fair Oaks and New Braunfels have increased their fees significantly since 2014. He went on to explain that there is a continuing trend for increase in new active services as well as the projected lot development over the next 5 years. Fees and collections are also increasing trends. Impact Fee expenditures were over a million last year and so far they are around 100,00 for this past

month. Impact Fee fund balances continue to grow. Current fund balance is approximately 4.6 million dollars. Capital improvements are ongoing and under construction. Impact Fees collections are outpacing expenditures. Chairman Hollinshead asked about projected lot development and if in the future we will we see more expenditures than we have fees. He asked if we will we see a flip in lot development and expenditures. Mr. Reich said we are keeping up with the growth and if we see a trend moving that way it is something we need to take a look at. Commissioner Paxton mentioned that it would be useful to use the fund balance slide and put the capital expenditures with it to compare. Chairman Hollinshead said he agreed because the public will look at our fund balance and see a large amount of money sitting there and they don't look at the capital improvements timeline. Mr. Reich said that we don't know when the expenditures will take place so we can't really provide a timeline. Chairman Hollinshead said we have two years of actual lot counts that we can compare. He also said that we are in the ballpark with other cities with are costs for impact fees.

### 3. ADJOURNMENT

Meeting was adjourned at 5:46 p.m.

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Chairman

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Secretary