



**CITY OF NEW BRAUNFELS, TEXAS
ROADWAY IMPACT FEE COMMITTEE
MEETING
CITY HALL- COUNCIL CHAMBERS
550 LANDA STREET
NEW BRAUNFELS, TX**



TUESDAY, DECEMBER 3, 2024 at 5:30 PM

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

A) Approval of the June 4, 2024, November 7, 2023, and [24-1520](#) November 1, 2022 regular meeting minutes.

[June 4, 2024 Minutes](#)

[November 7, 2023 Minutes](#)

[November 1, 2022 Minutes](#)

4. CITIZENS' COMMUNICATIONS

This time is for citizens to address the Roadway Impact Fee Advisory Committee on any issues or items NOT on the agenda. It is a violation of the Texas Open Meetings Act for the Committee to address, discuss or take action on any items not on the agenda. In addition to this venue, citizens may also email any comments to planning@newbraunfels.gov. Emailed comments will be distributed to the Committee.

5. DISCUSSION AND ACTION ITEM

A) Consider a report from the City of New Braunfels [24-1505](#) regarding Roadway Impact Fees for the period of April 1, 2024 through September 30, 2024, and make a recommendation to City Council.

Scott McClelland, Assistant Director Transportation and Capital Improvements

[RW IF Advisory Committee Letter 11.21.24](#)

[RIFAC Presentation 2024H2 Final](#)

[Roadway Impact Fees FY 2024 H2 Final](#)

6. ADJOURNMENT

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at the New Braunfels City Hall.

Board Liaison

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (830) 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.



Roadway Impact Fee Committee Agenda Item Report

550 Landa Street
New Braunfels, TX

12/3/2024

Agenda Item No. A)

**DRAFT - MINUTES
OF THE NEW BRAUNFELS ROADWAY IMPACT FEE COMMITTEE
REGULAR MEETING OF TUESDAY, JUNE 4, 2024**

AGENDA

1. CALL TO ORDER

Nathan Brown called the meeting to order at 5:32pm and stated that the Commission would need to appoint an Interim Chair and Vice-Chair person for this meeting as elections had not yet been held.

Motion by Commissioner Chafin, seconded by Commissioner Nolte to elect Jerry Sonier as interim Planning Commission Chair and Commissioner Nolte as interim Vice-Chair. Motion carried unanimously.

2. ROLL CALL

The following Commissioners were present:

Angela Allen, Taylor Chafin, Ben Miedema, Chad Nolte, Jessica Schaefer, Jerry Sonier, and Chase Taylor.

The following Commissioners were absent:

Randall Allsup and Vicky Rudy.

3. CITIZENS' COMMUNICATIONS

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No one spoke.

4. DISCUSSION AND ACTION ITEM

A) Consider a report from the City of New Braunfels regarding Roadway Impact Fees for the period of October 1, 2023 through March 31, 2024, and make a recommendation to City Council.

Scott McClelland presented the aforementioned item to the Commission with the aid of a Powerpoint.

Interim Chair Jerry Sonier asked if there were any questions for staff.

Clarification followed regarding the established roadway impact fee service areas.

Interim Chair Sonier asked if there were any further discussion or motion.

Motion by Commissioner Miedema, seconded by Commissioner Taylor to recommend approval of the item to City Council. Motion carried unanimously.

5. ADJOURNMENT

There being no further business Interim Chair Sonier adjourned the meeting at 5:39pm.

By: _____
ROADWAY IMPACT FEE ADVISORY COMMITTEE CHAIR

Attest:

COMMITTEE LIAISON

**Roadway Impact Fee Committee
Meeting Minutes
November 7, 2023**

Members Present

Chair Lee Edwards
Vice Chair Ron Reaves
Bernard Miedema
Chad Nolte
Jerry Sonier
Cinderella Von Hach

Members Absent

Angela Allen
Kurt Andersen-Vie
Taylor Chafin

1. CALL TO ORDER

The above meeting was called to order by Chair Edwards at 5:31 p.m.

2. ROLL CALL

Roll was called and a quorum was declared.

3. CITIZENS COMMUNICATION

No one spoke.

4. DISCUSSION AND ACTION ITEM

Consider a report from the City of New Braunfels regarding Roadway Impact Fees for the period of April 1, 2023 through September 30, 2023, and make a recommendation to City Council. (Scott McClelland, P.E., Asst. Transportation & Capital Improvements Director)

Scott McClelland presented the report.

Discussion followed on expenditures and encumbrances in relation to receipts.

Motion by Vice-Chair Reaves, seconded by Commissioner Sonier, to recommend approval of the item to City Council. Motion carried unanimously.

8. ADJOURNMENT

There being no further business, Chair Edwards adjourned the meeting at 5:52pm.

Chair

Date

**Roadway Impact Fee Committee
Meeting Minutes
November 1, 2022**

Members Present

Chair Lee Edwards
Vice Chair Ron Reaves
Angela Allen
Kurt Andersen-Vie
Taylor Chafin
Bernard Miedema
Jerry Sonier
Creighton Tubb

Members Absent

Chad Nolte

1. CALL TO ORDER

The above meeting was called to order by Chair Edwards at 5:35 p.m.

2. ROLL CALL

Roll was called and a quorum was declared.

3. APPROVAL OF MINUTES

Motion by Commissioner Sonier, seconded by Commissioner Tubb, to approve the regular meeting minutes of October 5, 2022, as presented. Motion carried unanimously.

4. CITIZENS COMMUNICATION

No one spoke.

5. DISCUSSION AND ACTION ITEM

Presentation, discussion and recommendation to City Council on the Roadway Impact Fee Program collected fee. (*Garry Ford, Transportation and Capital Improvements Director*)

Mr. Ford presented the report.

Discussion followed on roadway impact fee service areas, funding, and equity.

Motion by Commissioner Sonier, seconded by Commissioner Chafin, to recommend approval of the item to City Council. Motion carried unanimously.

8. ADJOURNMENT

There being no further business, Chair Edwards adjourned the meeting at 5:48pm.

Chair

Date

12/3/2024

Agenda Item No. A)

PRESENTER:

Scott McClelland, Assistant Director Transportation and Capital Improvements

SUBJECT:

Consider a report from the City of New Braunfels regarding Roadway Impact Fees for the period of April 1, 2024 through September 30, 2024, and make a recommendation to City Council.



November 21, 2024

Mr. Christopher Looney, AICP
Director of Planning and Development Services
City of New Braunfels
550 Landa Street
New Braunfels, TX 78130

Re: New Braunfels Impact Fee Advisory Committee Report for the period of April 1, 2024 through September 30, 2024.

Dear Mr. Looney:

According to Chapter 395 of the State Government Code, a report should be filed semiannually with the New Braunfels Impact Fee Advisory Committee (“Advisory Committee”) that was established to advise the New Braunfels City Council on the Impact Fee program. Pursuant to this report filing requirement, the City of New Braunfels submits this report to the Advisory Committee for the City of New Braunfels.

Impact Fee balances and activity for the six months ended September 30, 2024 are shown on the following page.

Costs for design engineering fees, surveying, and land acquisition for projects included in the Roadway Impact Fee Capital Improvement Plan, along with consultant costs for updating the Capital Improvement Plan are allowable uses for collected fees.

If there are any questions regarding this report, please do not hesitate to contact me at 830-221-4387 or spaulos@newbraunfels.gov.

Sincerely,

Sandy Paulos

Sandy Paulos
Director of Finance
City of New Braunfels

Impact Fee Advisory Committee Update

Through
September 30, 2024



RIFAC December 3, 2024

What is an Impact Fee

- ▲ Assessment on new development to generate revenue for funding added capacity improvements
- ▲ Governed by Chapter 395 of the Texas Local Government Code
- ▲ Roadway Impact Fees established in New Braunfels in 2007
- ▲ Roadway | City of New Braunfels (City Limits)
- ▲ Water & Wastewater | New Braunfels Utilities (Service Area)

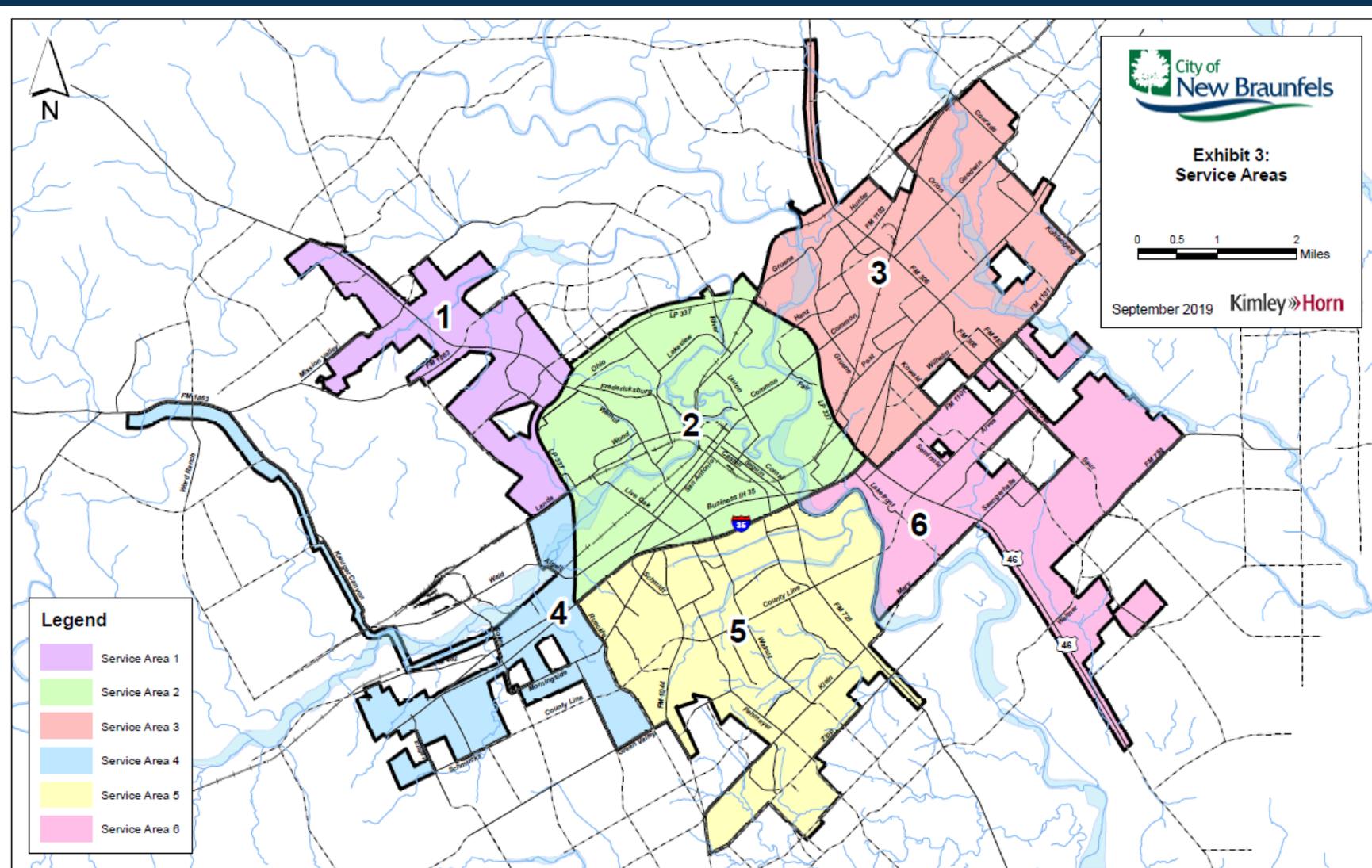
Roadway Impact Fee Study

- ▲ Required by ordinance and local government code to be updated every 5 years
 - Process prescribed by Chapter 395 of the Texas Local Government Code
 - Establishes 10-year land use assumptions and growth projections
 - Establishes Capital Improvement Plan project list and estimates
 - Calculates a maximum allowable fee per vehicle mile
- ▲ Last updated in 2020 – new update this Fiscal Year
 - Recommendations will be brought to this committee for comment



Service Areas

- Six Service Areas
- Fees must be used within the service area where they are collected
- Projects must be on the RIF Capital Improvement Plan to be eligible



- ▲ Based on the 2020 study, City Council raised fees
 - Established in February 2020
 - Residential: 50% of maximum fee
 - Non-residential: 25% of maximum fee
 - Effective with final plat approval after August 1, 2020

- ▲ 2022 – Collected fees raised to maximum assessable fee as established by 2020 study

Recent Fee Uses



Significant contributing funds to Klein Road Phase 2
and Goodwin / Conrads Lane Projects

Preliminary Design

- Barbarosa Road
- Waterway Lane
- City Intersection Improvements

Design and Construction

- Common & Old 306 Signal
- County Line & 1044
- Klein and Klein Way Pedestrian Beacon



Impact Fee Six Month Report



CITY OF NEW BRAUNFELS
For the Period 4/1/2024 - 9/30/2024

	Service Area 1	Service Area 2	Service Area 3	Service Area 4	Service Area 5	Service Area 6	TOTAL
Roadway Impact Fee Balance at 3/31/2024 (encumbrances excluded):	\$ 1,671,856	\$ 389,782	\$ 4,351,887	\$ 1,100,816	\$ 2,093,907	\$ 3,067,413	\$ 12,675,661
<i>Roadway Impact Fee Activity for the period 4/1/2024 to 9/30/2024:</i>							
Receipts:							
Roadway Impact Fees Collected	\$ 55,799.36	\$ 20,340.26	\$ 720,539.14	\$ -	\$ 150,794.70	\$ 271,799.11	\$ 1,219,272.57
Interest Earned	\$ 28,404.36	\$ 4,777.47	\$ 76,336.04	\$ 18,352.60	\$ 25,664.09	\$ 51,027.52	\$ 204,562.08
Total Receipts	\$ 84,203.72	\$ 25,117.73	\$ 796,875.18	\$ 18,352.60	\$ 176,458.79	\$ 322,826.63	\$ 1,423,834.65
Expenditures:							
Total Expenditures	\$ 7,611.22	\$ 7,611.22	\$ 7,611.23	\$ 7,611.23	\$ 618,733.94	\$ 25,751.22	\$ 674,930.06
Net Change in Roadway Impact Fee Balance	\$ 76,592.50	\$ 17,506.51	\$ 789,263.95	\$ 10,741.37	\$ (442,275.15)	\$ 297,075.41	\$ 748,904.59
Impact Fee Balance at 9/30/2024	\$ 1,748,448.21	\$ 407,288.62	\$ 5,141,151.38	\$ 1,111,557.32	\$ 1,651,631.64	\$ 3,364,488.70	\$ 13,424,565.87
Total Encumbrances	\$ 8,404.56	\$ 104,909.75	\$ 8,404.55	\$ 8,404.55	\$ 48,906.40	\$ 13,863.56	\$ 192,893.37
Impact Fee Balance less encumbrances	\$ 1,740,043.65	\$ 302,378.87	\$ 5,132,746.83	\$ 1,103,152.77	\$ 1,602,725.24	\$ 3,350,625.14	\$ 13,231,672.50

Questions?



CITY OF NEW BRAUNFELS
For the Period 4/1/2024 - 9/30/2024

	Service Area 1	Service Area 2	Service Area 3	Service Area 4	Service Area 5	Service Area 6	TOTAL
Roadway Impact Fee Balance at 3/31/2024 (encumbrances excluded):	\$ 1,671,856	\$ 389,782	\$ 4,351,887	\$ 1,100,816	\$ 2,093,907	\$ 3,067,413	\$ 12,675,661
<i>Roadway Impact Fee Activity for the period 4/1/2024 to 9/30/2024:</i>							
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Total Receipts	\$ 84,203.72	\$ 25,117.73	\$ 796,875.18	\$ 18,352.60	\$ 176,458.79	\$ 322,826.63	\$ 1,423,834.65
Expenditures:							
Multimodel Transportation Plan	\$ 7,611.22	\$ 7,611.22	\$ 7,611.23	\$ 7,611.23	\$ 7,611.22	\$ 7,611.22	\$ 45,667.34
Rough Proportionality Analysis					750.00	560.00	1,310.00
Signal Design County Line and FM 1044					4,760.00		4,760.00
Signal Design Schmidt and FM 1044					14,045.22		14,045.22
Klein and Walnut Signal					1,142.50		1,142.50
Klein / Klein Way Ped Beacon					2,035.00		2,035.00
Intersection Construction (FM1044/County Line;FM 1044 Schmidt; Klein/Klein Way)					557,449.00		557,449.00
Zipp Rd Intersection design / Zipp Rd extension schematic					30,941.00		30,941.00
August Fields Development Agreement						17,580.00	17,580.00
Total Expenditures	\$ 7,611.22	\$ 7,611.22	\$ 7,611.23	\$ 7,611.23	\$ 618,733.94	\$ 25,751.22	\$ 674,930.06
Net Change in Roadway Impact Fee Balance	\$ 76,592.50	\$ 17,506.51	\$ 789,263.95	\$ 10,741.37	\$ (442,275.15)	\$ 297,075.41	\$ 748,904.59
Impact Fee Balance at 9/30/2024	\$ 1,748,448.21	\$ 407,288.62	\$ 5,141,151.38	\$ 1,111,557.32	\$ 1,651,631.64	\$ 3,364,488.70	\$ 13,424,565.87
Encumbrances:							
August Fields Development Agreement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Barbarosa Road Intersection Striping						4,266.50	4,266.50
County Line Road @ FM 1044 Signal Design					8,792.31		8,792.31
Development Agreement Casina Creek Homes LLC (Hanz Drive)		96,505.19					96,505.19
Klein Road @ Klein Way Pedestrian Hybrid Beacon Design					13,982.50		13,982.50
Klein Road @ Walnut Avenue Signal Design					7,692.50		7,692.50
Multimodel Transportation Plan	8,404.56	8,404.56	8,404.55	8,404.55	8,404.56	8,404.56	50,427.34
Rough Proportionality Analysis						1,192.50	1,192.50
Schmidt Avenue @ FM 1044 Signal Design					6,054.53		6,054.53
Service Area 5 Signal Construction					3,980.00		3,980.00
Total Encumbrances	\$ 8,404.56	\$ 104,909.75	\$ 8,404.55	\$ 8,404.55	\$ 48,906.40	\$ 13,863.56	\$ 192,893.37
Impact Fee Balance less encumbrances	\$ 1,740,043.65	\$ 302,378.87	\$ 5,132,746.83	\$ 1,103,152.77	\$ 1,602,725.24	\$ 3,350,625.14	\$ 13,231,672.50