



**NOTICE OF MEETING  
IMPACT FEE ADVISORY COMMITTEE  
OF MARBLE FALLS, TEXAS  
Thursday, February 2, 2017 – 6:00 pm**

*A quorum of the Marble Falls City Council and the Planning and Zoning Commission may be present*

Notice is hereby given that the City of Marble Falls Impact Fee Advisory Committee will meet on **Thursday, February 2, 2017** in **regular session at 6:00 p.m.** in the City Council Chambers at 800 Third Street, Marble Falls, Texas.

The agenda listed below is distributed to the Committee members and the Marble Falls Public Library no later than the Monday preceding the Committee meeting. The agenda is also posted on the City's website: [www.marblefallstx.gov](http://www.marblefallstx.gov)

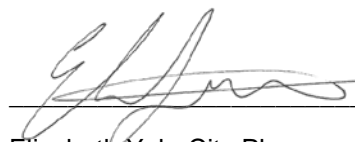
- 1. CALL TO ORDER AND ANNOUNCE PRESENCE OF QUORUM**
- 2. Citizen/Visitor Comments to be heard for items not on the agenda:** This is an opportunity for citizens to address the Impact Fee Advisory Committee concerning an issue of community interest that is not on the agenda. Comments on a specific agenda item must be made when the agenda item comes before the Commission. The Chair may place a time limit on all comments. Any deliberation of an issue raised during Citizen Comments is limited to a proposal to place it on the agenda for a later meeting.
- 3. APPROVAL OF MINUTES:** Minutes from the September 1, 2016 meeting of the Impact Fee Advisory Committee. *(City Staff)*
- 4. DISCUSSION:** Regarding a summary of impact fees collected since September 3, 2013. *(City Staff)*
- 5. DISCUSSION and ACTION:** Regarding filing of the semi-annual report to monitor and evaluate the implementation of Impact Fees, the Capital Improvement Plan (CIP), and Land Use Assumptions. *(City Staff)*
- 6. DISCUSSION and ACTION:** Establishing the next meeting date of the Impact Fee Advisory Committee. *(City Staff)*
- 7. ADJOURNMENT**

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In compliance with the Americans for Disabilities Act, the City of Marble Falls will provide for reasonable accommodations for persons attending the Commission Meetings. To better serve you, requests should be received 24 hours prior to the meeting, by contacting Ms. Christina McDonald, City Secretary, at 830-693-3615.

**Certificate of Posting Agenda Meeting Notice**

I, Elizabeth Jaimes, City Planner for the City of Marble Falls, Texas certify this Meeting Notice was posted at Marble Falls City Hall in a place readily accessible to the general public, on the 30<sup>th</sup> day of January, 2017, at 5:00 p.m., posted thereafter for at least 72 continuous hours before the scheduled time of said meeting.



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Elizabeth Yeh, City Planner



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3. **Approval of Minutes:** Minutes from the September 1, 2016 meeting of the Impact Fee Advisory Committee meeting. (City Staff)

**SYNOPSIS**

Committee will consider approval of the minutes from the September 1, 2016 meeting.

*(Minutes attached following this page)*

**THE STATE OF TEXAS  
COUNTY OF BURNET  
CITY OF MARBLE FALLS**

On the 1<sup>st</sup> day of September, 2016 the Impact Fee Advisory Committee convened at the regular meeting having been posted as prescribed by law, with the following members present in accordance to-wit:

**MEMBERS PRESENT:**

Steve Reitz	Chairman
Darlene Oostermeyer	Committee Member
Tom Barr	Committee Member
Dee Haddock	Committee Member
Jason Coleman	Committee Member

**MEMBERS ABSENT:**

Fred Zagst	Vice-Chairman
Greg Mills	Committee Member
John Kemper	Committee Member

**STAFF PRESENT:**

Mike Hodge	City Manager
Caleb Kraenzel	Director of Development Services
Elizabeth Yeh	City Planner
Eric Belaj, PE CFM	City Engineer
Scarlet Contreras	Secretary to the Committee

**VISITORS:**

Tom Martin	Citizen
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**1. CALL TO ORDER AND ANNOUNCE PRESENCE OF QUORUM:** Chairman Reitz called the meeting to order at 6:21 pm and declared a quorum of the Committee is present to conduct the meeting.

**2. Citizen/Visitor Comments to be heard for items not on the agenda:** This is an opportunity for citizens to address the Impact Fee Advisory Committee concerning an issue of community interest that is not on the agenda. Comments on a specific agenda item must be made when the agenda item comes before the Committee. The Chair may place a time limit on all comments. Any deliberation of an issue raised during Citizen Comments is limited to a proposal to place it on the agenda for a later meeting. There were no person(s) with any public comment(s).

**3. APPROVAL OF MINUTES:** Minutes from the February 4, 2016 meeting of the Impact Fee Advisory Committee. *(City Staff)* Committee Member Oostermeyer made a motion to approve the minutes as written. Committee Member Haddock seconded the motion. The motion was approved by a vote of 5 - 0.

**4. DISCUSSION:** Regarding a summary of impact fees collected since September 3, 2013. *(City Staff)* Assistant City Manager Caleb Kraenzel addressed the Committee.

**5. DISCUSSION AND ACTION:** Regarding filing of semi-annual report to monitor and evaluate the implementation of Impact Fees, the Capital Improvement Plan (CIP), and Land Use assumptions. *(City Staff)* Assistant City Manager Caleb Kraenzel addressed the Committee regarding impact fees and Land Use assumptions. City Engineer Eric Belaj addressed the Committee in regards to Capital Improvement Plan (CIP) projects. Committee Member Oostermeyer made a motion to approve the

report for filing. Committee Member Haddock seconded the motion. The motion was approved by a vote of 5 – 0.

**6. DISCUSSION AND ACTION:** Establishing the next meeting date of the Impact Fee Advisory Committee. (*City Staff*) City Planner Elizabeth Yeh addressed the Committee. A motion was made by Committee Member Oostermeyer to schedule the next meeting date for February 2, 2017. Committee Member Haddock seconded the motion. The motion was approved by a vote of 5 – 0.

**7. ADJOURNMENT:** There being no further items to discuss, Committee Member Oostermeyer made a motion to adjourn the meeting. Committee Member Haddock seconded the motion. The motion was approved by a vote of 5– 0. The meeting was adjourned at 6:55 pm.

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Steve Reitz - Chairman to the Committee

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Scarlet Contreras – Committee Secretary



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4. **Discussion:** Regarding a summary of impact fees collected since September 3, 2013. (City Staff)

**SYNOPSIS**

Staff will update the Committee regarding impact fees collected since the adoption of the new impact fees on September 3, 2013.

Key:       2013-2014     2014-2015     2015-2016     2016-2017(Oct-Jan 30<sup>th</sup>)

Residential Collections					
Meter size	Water	Sewer	Total	Land Use	Owner
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Eugene Poldraek
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Lucio Gonzales
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Ricky Langley
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Larry Taylor
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Andy Rhoades
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Matt Olds
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Greg Mills
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Jim Carpenter
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Ronald Bernhard
3/4"	\$853.82	N/A	\$853.82	Residential	Darlene Oostermeyer
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Larry Berkman
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Ronald & Judith Surbuts
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Habitat for Humanity



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¾"	\$853.82	\$256.46	\$1,110.28	Residential	Habitat for Humanity
¾"	\$853.82	N/A	\$853.82	Residential	William Stohler
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Leo Chapman
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Roy Huess
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Carpenter Homes
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Carpenter Homes
¾"	\$853.82	N/A	\$853.82	Residential	Herman L Wendler
¾"	\$853.82	N/A	\$853.82	Residential	Tony Brown
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Diane McAllister
¾"	\$853.82	N/A	\$853.82	Residential	Leroy Ferril
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Burdett Hill Country Homes, LP
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Burdett Hill Country Homes. LP
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Steven Rodgers
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Joe & Janelle Boatright
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Duane & Carolyn Weis
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Scott Cherry
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Steve Wright
¾"	\$853.82	N/A	\$853.82	Residential	Ray & Margie Cardenas
¾"	\$853.82	N/A	\$853.82	Residential	John Kemper



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3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Silverleaf Homes
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Silverleaf Homes
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Silverleaf Homes
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Silverleaf Homes
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	John Frey
3/4"	\$853.82	N/A	\$853.82	Residential	Masa Partners
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Ruben Espinosa
3/4" *	\$593.53	N/A	\$593.53	Residential	Tony Last *
1"	\$1,423.03	\$427.43	\$1,850.46	Residential	Zak Elgamal
1"	\$1,423.03	\$427.43	\$1,850.46	Residential	Don Tamborello
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Bella Casa Communities
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Marble Falls Construction
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Roy Huess
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Marble Falls Construction
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Jerome Rugen
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Catherine Cherry
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Sweetwater Construction LLC
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	Wilfong Construction
3/4"	\$853.82	\$256.46	\$1,110.28	Residential	FieldsCo Builders
3/4"	\$853.82	256.46	\$1,110.28	Residential	Jim Carter



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¾"	\$853.82	\$256.46	\$1,110.28	Residential	Burdett Hill Country Homes
¾"	\$853.82	\$256.46	\$1,110.28	Residential	CJR Homes, Inc.
¾"	\$853.82	\$256.46	\$1,110.28	Residential	FieldsCo Builders
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Jean Haseman
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Hewer Homes
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Javier Barrera
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Wilfong Construction
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Cactus Companies
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Ladera Construction
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Travis Langbein
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Sherri Miller
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Catherine Cherry





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¾"	\$853.82	\$256.46	\$1,110.28	Residential	Bella Casa Communities
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Curtis Knetsch
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Jim Carter
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Mayfield Builders, Inc.
¾"	\$853.82	N/A	\$853.82	Residential	Delineations
¾"	\$853.82	N/A	\$853.82	Residential	Silverleaf Communities
¾"	\$853.82	N/A	\$853.82	Residential	Silverleaf Communities
¾"	\$853.82	N/A	\$853.82	Residential	Silverleaf Communities
¾"	\$853.82	N/A	\$853.82	Residential	Silverleaf Communities
¾"	\$853.82	N/A	\$853.82	Residential	Ivan Stephens
¾"	\$853.82	N/A	\$853.82	Residential	Silverleaf Communities
¾"	\$853.82	N/A	\$853.82	Residential	Teri Jones
¾"	\$853.82	N/A	\$853.82	Residential	Robert White
¾"	\$853.82	N/A	\$853.82	Residential	Robin Siles
¾"	\$853.82	N/A	\$853.82	Residential	Christopher McArthur
¾"	\$853.82	N/A	\$853.82	Residential	DOC Homes



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¾"	\$853.82	N/A	\$853.82	Residential	DOC HOMES
1"	\$1,423.03	\$427.43	\$1,850.47	Residential	Schubert Construction
1"	\$1,423.03	427.43	\$1,850.47	Residential	Dustin Dean
1"	\$1,423.03	N/A	\$1,423.03	Residential	David Martin
1"	\$740.19	N/A	\$740.19	Residential	Ella Tyler
¾"	\$853.82	\$256.46	\$1,110.28	Residential	5M Construction
¾"	\$853.82	\$256.46	\$1,110.28	Residential	Cherry Custom Homes
¾"	\$853.82	\$256.46	\$1,110.28	Residential	FieldsCo Builders
¾"	\$853.82	\$256.46	\$1,110.28	Residential	William Brust
¾"	\$853.82	\$256.46	\$1,110.28	Residential	San Gabriel Builders
¾"	\$853.82	\$256.46	\$1,110.28	Residential	San Gabriel Builders
¾"	\$853.82	N/A	\$853.82	Residential	Randy Caldwell
<b>RES. TOTAL</b>	\$88,707.95	\$20,174.84	\$108,882.81		

*\*Customer is on a payment plan.*

<b>Commercial Collections</b>					
<b>Meter size</b>	<b>Water</b>	<b>Sewer</b>	<b>Total</b>	<b>Land Use</b>	<b>Owner</b>
¾"	\$853.82	\$256.46	\$1,110.28	Commercial	Eddie Askew
1"	\$1,423.03	\$427.43	\$1,850.47	Commercial	St. John's Catholic Church
1 ½"	\$2,846.07	\$854.87	\$3,700.93	Commercial	Pete's Country Kitchen



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1 ½"	\$2,846.07	\$854.87	\$3,700.93	Commercial	Austin Heart Clinic
2"	\$4,553.71	\$1,367.79	\$5,921.49	Commercial	Kwik Kar
1"	\$740.19	N/A	\$740.19	Commercial	Russell Buster
1"	\$1,423.03	\$427.43	\$1,850.47	Commercial	CVS
2"	\$4,553.71	\$1,367.79	\$5,921.49	Commercial	Tom Barker
2"	\$31,875.97	\$9,574.53	\$41,450.50	Commercial	Wyndham Worldmark
¾"	\$853.82	\$256.46	\$1,110.28	Commercial	Brad Shaw
¾"	\$853.82	N/A	\$853.82	Commercial	Highland Lakes Heating & Air
1"	\$1,423.03	\$427.43	\$1,850.46	Commercial	Mohan Poole
1"	\$1,423.03	\$427.43	\$1,850.46	Commercial	Westlake Dermatology
2"	\$4,553.71	\$1,367.79	\$5,921.49	Commercial	The Homestead
2"	\$4,553.71	\$1,367.79	\$5,921.49	Commercial	Wyndham Worldmark
2"	\$4,553.71	\$1,367.79	\$5,921.49	Commercial	Arbor House Cottages
2"	\$4,553.71	\$1,367.79	\$5,921.49	Commercial	Lakeshoes Church
3"	\$9,107.41	\$2,735.57	\$11,842.99	Commercial	LJA Engineering
1 ½"	\$2,846.07	\$854.87	\$3,700.93	Commercial	Chick-Fil-A
<b>COM. TOTAL</b>	\$85,837.62	\$25,304.09	\$111,141.65		

Key:  2013-2014  2014-2015  2015-2016  2016-2017(Oct-Jan 30<sup>th</sup>)



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<b>Total Number of Collections</b>			
	<b>Water</b>	<b>Sewer</b>	<b>Total</b>
2013-2014 Residential	11	10	21
2013-2014 Commercial	5	5	10
2014-2015 Residential	30	22	52
2014-2015 Commercial	4	3	7
2015-2016 Residential	53	38	91
2015-2016 Commercial	9	8	17
2016-2017 Residential	7	6	13
2016-2017 Commercial	1	1	2
<b>TOTAL</b>	<b>120</b>	<b>93</b>	<b>213</b>

<b>Total Collections for Current Fiscal Year 2016-2017 (October-January)</b>			
	<b>Water</b>	<b>Sewer</b>	<b>Total</b>
RES. TOTAL	\$ 5,976.74	\$ 1,538.76	\$ 7,515.50
COM. TOTAL	\$ 2,846.07	\$ 854.87	\$ 3,700.93
<b>2015 – 2016 TOTAL</b>	<b>\$ 8,722.81</b>	<b>\$ 2,393.63</b>	<b>\$ 11,216.43</b>

<b>Total Collections 2013-2017</b>			
	<b>Water</b>	<b>Sewer</b>	<b>Total</b>
RES. TOTAL	\$ 88,707.95	\$ 20,174.84	\$ 108,882.81
COM. TOTAL	\$ 85,837.62	\$ 25,304.09	\$ 111,141.65
<b>GRAND TOTAL</b>	<b>\$ 174,545.57</b>	<b>\$ 45,478.93</b>	<b>\$ 220,024.46</b>



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5. **Discussion and Action:** Regarding filing of the semi-annual report to monitor and evaluate the implementation of Impact Fees, the Capital Improvement Plan (CIP), and Land Use Assumptions. (City Staff)

**SYNOPSIS**

Monitoring and filing of an annual report related to Impact Fees is a necessity. The Committee must meet at a minimum bi-annually to evaluate impact fees, the associated Capital Improvement Plan relating to Impact Fees, and the Lands Use Assumptions for the Impact Fee area as required by Chapter 395 TLGC.

The report consists of statements to make findings on the progress of the overall impact fees process, the Impact Fee Capital Improvement Plan, and the associated Land Use Assumptions.

An update regarding the status of Impact Fee CIP projects will be provided to the Committee at the meeting.

Since the September 2016 meeting of the Impact Fee Advisory Committee, there has been no substantial changes to the land use assumptions as adopted in the impact fee ordinance. The staff recommends to the Committee that the adopted land use assumptions remain valid and consistent with the development in and around Marble Falls.

The following page of this memo is the draft report to be filled for the semi-annual report.



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**To: City of Marble Falls City Council**

**From: Impact Fee Advisory Committee**

**Regarding: Impact Fee Advisory Committee Semi-Annual Report**

The purpose of this report is to provide City Council an update of the status of impact fees, Land Use Assumptions, and the Capital Improvements Plan as included in the Impact Fee Report, dated September 3, 2013.

The Impact Fee ordinance has been in place since September 3, 2013. Any building permit for new construction will trigger assessment and collection of impact fees. Due to the recent adoption of the Impact Fee and associated study, the volume of development within the September 2013 to February 2017 evaluation period is consistent with projected growth and development patterns.

At this time the Land Use Assumptions continue to be consistent with the adopted 2016 Comprehensive Plan Land Use Plan, and therefore no revisions are required at this time. The Capital Improvement Projects within the Impact Fee Ordinance that are connected to impact fees are commencing consistent with the approved plan. No update is deemed to be warranted to the Capital Improvement Plan or Land Use Assumptions at this time.

The Impact Fee Advisory Committee does not believe that any revisions to the Land Use Assumptions, Capital Improvements Plan, or Impact Fees are warranted at this time.

Chairperson name: Steve Reitz

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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*DRAFT EXAMPLE ONLY*

March 7, 2017

Honorable Greg Abbott  
Texas Attorney General  
300 W. 15<sup>th</sup> Street  
Austin, TX 78701

RE: Impact Fee Compliance Letter

Dear General Abbott:

As Mayor of the City of Marble Falls, Texas (the "City"), I hereby certify that the City imposes impacts fees in accordance with the requirements of Chapter 395 of the Texas Local Government Code.

In accordance with Section 395.082(b): "This statement certifies compliance with Chapter 395, Local Government Code."

Very truly yours,

John Packer  
Mayor of the City of Marble Falls, Texas

Cc: Mike Hodge, City Manager  
Caleb Kraenzel, Assistant City Manager  
Patty Akers, City Attorney  
Elizabeth Yeh, City Planner



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6. **Discussion and Action:** Establishing the next meeting date of the Impact Fee Advisory Committee. (City Staff)

**SYNOPSIS**

The Committee should meet bi-annually to review the status and be updated regarding impact fees. The date of impact fee adoption was September 3, 2013.

Staff would request the Committee consider meeting at 6:00pm on any of the following dates: (the P&Z Commission meets on September 7, 2017)

Thursday, September 7, 2017

Thursday, September 14, 2017

Thursday, September 21, 2017

7. **ADJOURNMENT**