

**RESOLUTION NO. 23-R-101**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, ACCEPTING THE SEMIANNUAL REPORT WITH RESPECT TO THE CAPITAL RECOVERY CAPITAL IMPROVEMENT PLANS, AND OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the Capital Improvements Advisory Committee (CIAC) has reviewed the revenue and expenditures relating to the established Capital Recovery Fees in accordance with the Capital Improvements Plans for the City of Schertz; and

**WHEREAS**, the City Council accepts the Semiannual Reports as filed by the CIAC in accordance with Texas Local Government Code Chapter 395;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS, THAT:**

Section 1. The City Council hereby accepts the Capital Recovery Balance Report with respect to the Capital Improvement Plans for the City of Schertz, Texas, for the period between October 1, 2022 through March 31, 2023, as shown in Exhibit A, Capital Recovery Impact Fee Report, and Exhibit B, Minutes of the September 27, 2023, City of Schertz Capital Improvements Advisory Committee Meeting.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this \_\_\_\_ day of \_\_\_\_\_, 2023.

CITY OF SCHERTZ, TEXAS

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Ralph Gutierrez, Mayor

ATTEST:

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Sheila Edmondson, City Secretary

(city seal)

EXHIBIT A

Capital Recovery Impact Fee Report

**CITY OF SCHERTZ  
CAPITAL RECOVERY IMPACT FEE REPORT  
Oct 1, 2022 TO March 31, 2023**

	***** IMPACTS FEES *****		
	Water	Sewer	Total
Beginning Allocated Impact Fee Balance <sup>1</sup>	4,349,036.20	5,548,597.44	9,897,633.64
Net Change in Allocated Impact Fees	(21,629.11)	(3,646,586.19)	(3,668,215.30)
Ending Allocated Impact Fee Balance	4,327,407.09	1,902,011.25 #	6,229,418.34
Beginning Unallocated Impact Fee Balance	4,886,683.88	521,636.10	5,408,319.98
Revenues:			
Impact Fees	403,129.80	184,500.54	587,630.34
Transfer In	0.00	0.00	0.00
Interest Earned	963.06	17,586.65	18,549.71
Investments Income	108,034.79	113,009.62	221,044.41
Expenses:			
Professional Services	0.00	0.00	0.00
Auditor/Accounting Services	0.00	0.00	0.00
Investment Mgt Fee - Sewer	0.00	1,557.72	1,557.72
Transferred Out	0.00	0.00	0.00
Total Revenue Over/(Under) Expense	512,127.65	313,539.09	825,666.74
Ending Unallocated Impact Fee Balance	5,398,811.53	835,175.19	6,233,986.72
Estimated Cost of Unfunded Projects			
Loop Lines	793,121.81		
Capital Impact Fee Study - Water	78,417.12		
Capital Impact Fee Study - Sewer		97,902.49	
Cibolo West Trunk Line		6,000,000.00	
Total Unfunded Project Costs	871,538.93	6,097,902.49	6,969,441.42
Unfunded Projects to Ending Unallocated Impact Fee Balance <sup>2</sup>	4,527,272.60	(5,262,727.30)	(735,454.70)

<sup>1</sup> **Allocated Impact Fee Balances only include Capital Recovery funds and not funds from any other source. It also assumes Capital Recovery Funds are used first when allocated.**

<sup>2</sup> **Negative Unfunded Projects to Ending Impact Fee Balance to be funded by future revenues or through other sources**

**Capital Recovery Water Projects**

Capital Improvements Program	SE Quad Pump Station	SE Quad GST	SE Quad Elevated Tank	SE Quad Distribution Mains	NE Quad Distribution Mains	IH10 Corridor Distribution Mains
Original Cost Estimate	\$ 1,688,289	\$ 1,100,000	\$ 1,250,000	\$ 1,700,000	\$ 1,600,000	\$ 1,000,000
Current Project Designation	Corbett Ground Storage Tank	Corbett Ground Storage Tank- RL2	Corbett Elevated Tank - RL1	Loop Lines - WA1		
Current Cost Estimate		\$ 5,000,000	\$ 5,650,000	\$ 1,806,076		

Capital Recovery Funding/Allocation

2011						
2012						
2013			\$ 12,251.14			
2014			\$ 500.00			
2015			\$ 86,166.10			
2016			\$ 3,050,000.00			
2017						
2018						
2019			\$ 1,375,000.00			
2020						
2021		\$ 512,000.00				
2022		\$ 4,230,818.70				

Capital Recovery Funding Balance	\$ -	\$ 4,742,818.70	\$ 4,523,917.24	\$ -	\$ -	\$ -
Other Funding Sources	\$ -	\$ -	\$ 924,031.46	\$ 1,012,954.19	\$ -	\$ -
Total Project Funding Sources	\$ -	\$ 4,742,818.70	\$ 5,447,948.70	\$ 1,012,954.19	\$ -	\$ -

Project Annual Expenses

First Half 2012						
Second Half 2012						
First Half 2013						
Second Half 2013			\$ 12,251.14			
First Half 2014			\$ 6.77			
Second Half 2014			\$ 2,081.13			
First Half 2015			\$ 980.00			
Second Half 2015			\$ 120,233.32			
First Half 2016			\$ 87,843.28			
Second Half 2016			\$ 22,763.75			
First Half 2017			\$ -			
Second Half 2017			\$ 40,403.20			
First Half 2018			\$ 6,248.00			
Second Half 2018			\$ 7,485.13			
First Half 2019			\$ 50,510.63			
Second Half 2019			\$ 1,994,741.24			
First Half 2020			\$ 1,385,858.48			
Second Half 2020			\$ 1,161,122.42			
First Half 2021			\$ 172,980.16			
Second Half 2021		\$ 114,254.48	\$ 91,433.48			
First Half 2022		\$ 154,707.22	\$ -			
Second Half 2022		\$ 124,820.80	\$ -			
First Half 2023		\$ 21,629.11		\$ 40,455.00		
<b>Total Expenses</b>	\$ -	\$ 415,411.61	\$ 5,156,942.13	\$ 40,455.00	\$ -	\$ -

Allocated Impact Project Fee Balance	\$ -	\$ 4,327,407.09	\$ -	\$ -	\$ -	\$ -
Project Balance	\$ -	\$ 4,327,407.09	\$ 291,006.57	\$ 972,499.19	\$ -	\$ -

Project Status	Future	Future	Complete	Future	Future	Future
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**Capital Recovery Sewer Projects**

Capital Improvements Program	Final South Sewershed Master Plan	Town Creek Phase III	Town Creek Phase IV	Woman Hollering Creek STP PH II	South Schertz Trunk Lines and Lift Station	South Schertz Trunk Lines and Lift Station
Original Cost Estimate	\$ 15,000	\$ 659,126	\$ 1,000,000	\$ 600,000	\$ 9,600,000	
Current Project Designation		Town Creek Phase III - QA3		Crossvines Batch Plant Expansion - QA4	Woman Hollering Trunk Line - QA2/Q01	Cibolo West Truck Line
Current Cost Estimate		\$ 931,740		\$ 487,848	\$ 12,000,000	\$ 6,000,000.0

Capital Recovery Funding/Allocation

2011						
2012						
2013						
2014						
2015						
2016						
2017						
2018				\$ 487,848.00		
2019				\$ -		
2020						
2021					\$ 7,795,000.00	
2022						

Capital Recovery Funding Balance	\$ -	\$ -	\$ -	\$ 487,848.00	\$ 7,795,000.00	\$ -
Other Funding Sources		Bond 2007 \$ 931,739.74			Bond 2013 \$ 3,069,305.46	
Total Project Funding Sources	\$ -	\$ 931,739.74	\$ -	\$ 487,848.00	\$ 10,864,305.46	\$ -

Project Annual Expenses

First Half 2012						
Second Half 2012					\$ 82,262.17	
First Half 2013					\$ 49,861.30	
Second Half 2013		\$ 980.00			\$ 17,032.55	
First Half 2014		\$ 28,743.00			\$ 61,364.70	
Second Half 2014		\$ 46,690.62			\$ 34,775.84	
First Half 2015		\$ 5,858.72			\$ 5,382.50	
Second Half 2015		\$ 815,683.00			\$ 38,315.41	
First Half 2016		\$ 33,784.40			\$ 121,438.32	
Second Half 2016					\$ 83,983.26	
First Half 2017					\$ 6,220.00	
Second Half 2017					\$ 4,048.18	
First Half 2018					\$ 247,870.62	
Second Half 2018				\$ 68,609.20	\$ 212,479.83	
First Half 2019				\$ 225,595.33	\$ 56,860.59	
Second Half 2019				\$ 41,375.48	\$ 225,106.41	
First Half 2020				\$ -	\$ 98,737.52	
Second Half 2020				\$ -	\$ 143,307.30	
First Half 2021				\$ -	\$ -	
Second Half 2021				\$ -	\$ 16,123.52	
First Half 2022				\$ -	\$ 6,615.06	
Second Half 2022				\$ -	\$ 3,886,885.47	
First Half 2023					\$ 3,715,891.65	
<b>Total Expenses</b>	\$ -	\$ 931,739.74	\$ -	\$ 335,580.01	\$ 9,114,562.20	\$ -

Allocated Impact Project Fee Balance	\$ -	\$ -	\$ -	\$ 152,267.99	\$ 1,749,743.26	\$ -
Project Balance	\$ -	\$ -	\$ -	\$ 152,267.99	\$ 1,749,743.26	\$ -
Project Status	Future	Complete	Future	On Going	On Going	Future

**CITY OF SCHERTZ**  
**ROADWAY IMPACT FEE REPORT**  
**Oct 1, 2022 TO March 31, 2023**

	***** ROADWAY IMPACTS FEES *****				Total
	Area 1	Area 2	Area 3	Area 4	
Beginning Allocated Impact Fee Balance	0.00	0.00	0.00	0.00	0.00
Net Change in Allocated Impact Fees	0.00	0.00	0.00	0.00	0.00
Ending Allocated Impact Fee Balance	0.00	0.00	0.00	0.00	0.00
Beginning Unallocated Impact Fee Balance	805,970.93	564,027.75	1,183,301.24	6,053.19	2,559,353.11
Revenues:					
Impact Fees	109,471.43	98,144.59	141,540.00	0.00	349,156.02
Transfer In	0.00	0.00	0.00	0.00	0.00
Interest Earned	94.09	471.99	162.39	2.34	730.81
Investments Income	17,509.00	11,584.55	27,074.48	178.82	56,346.85
Expenses:					
Development Incentive Fund	0.00	102,494.88	0.00	0.00	102,494.88
Professional Services	0.00	0.00	0.00	0.00	0.00
Auditor/Accounting Services	0.00	0.00	0.00	0.00	0.00
Transferred Out	0.00	0.00	0.00	0.00	0.00
Contingency	0.00	0.00	0.00	0.00	0.00
Construction	88,172.99	0.00	0.00	0.00	88,172.99
Total Revenue Over/(Under) Expense	38,901.53	7,706.25	168,776.87	181.16	215,565.81
Ending Unallocated Impact Fee Balance	844,872.46	571,734.00	1,352,078.11	6,234.35	2,774,918.92

**EXHIBIT B**

**Minutes of the September 27, 2023 Capital Improvement Advisory Committee Meeting**

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MINUTES**  
**September 27, 2023**

The Capital Improvement Advisory Committee convened on September 27, 2023 at 5:00 p.m. at the Municipal Complex, Council Chambers, 1400 Schertz Parkway Building #4, Schertz, Texas.

**Present:** Glen Outlaw, Chairman; Richard Braud, Vice Chairman; Danielle Craig, Commissioner; Judy Goldick, Commissioner; Mark Penshorn, Board Member; Tamara Brown, Commissioner; Patrick McMaster, Commissioner

**Absent:** Gordon Rae, Commissioner; Roderick Hector, Commissioner; Bryan L. Jones, Board Member; John Carbon, Commissioner

**Staff present:** Lesa Wood, Director of Planning & Community Development  
Brian James, Deputy City Manager  
Emily Delgado, Planning Manager  
Tiffany Danhof, Administrative Assistant  
Ameriz Gamez, Planner  
Daisy Marquez, Planner  
Samuel Haas, Senior Planner  
Larry Busch, Director of Public Works  
Jerad Moheit, Water/Wastewater Foreman  
Kathy Woodlee, City Engineer

**1. CALL TO ORDER / ROLL CALL THE CAPITAL IMPROVEMENT ADVISORY COMMITTEE MEETING**

Chairman Mr. Outlaw called the meeting to order at 5:07 P.M.

**2. SEAT ALTERNATE TO ACT IF REQUIRED**

Mrs. Craig and Mr. McMaster were seated as the alternates.

**3. HEARING OF RESIDENTS**

*This time is set aside for any person who wishes to address the Capital Improvement Advisory Committee. Each person should fill out the Speaker's register prior to the meeting. Presentations should be limited to no more than three (3) minutes. Discussion by the Committee of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Hearing of Residents portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*

*Residents who choose to watch the meeting via live stream, but who would like to participate in the Hearing of Residents, should email their comments to the Planning Division, at [planning@schertz.com](mailto:planning@schertz.com) by 5:00p.m. on Tuesday, September 26, 2023, so that the Planning Division may read the public comments into the record under the hearing of residents. In the body of the email please include your name, your address, phone number, agenda item number if applicable or subject of discussion, and your comments.*

No one spoke.

**4. PUBLIC HEARING:**

- A. Hold a public hearing, consider, and file the semi-annual report evaluating the progress of the City on achieving the capital improvements program and identifying any problems in implementing the plans or administering the capital recovery fees.

Kathy Woodlee provided a presentation.

Chairman Mr. Outlaw opened the public hearing at 5:14 P.M.

No one spoke

Chairman Mr. Outlaw closed the public hearing at 5:14 P.M.

Motioned by Commissioner Judy Goldick, seconded by Board Member Mark Peshorn to approve the report as corrected

**Vote:** 6 - 1 Passed

NAY: Commissioner Patrick McMaster

\*Abstain counts as a nay vote.

Motioned by Commissioner Patrick McMaster, seconded by Commissioner Judy Goldick to reconsider the motion

**Vote:** 7 - 0 Passed

Motioned by Commissioner Patrick McMaster, seconded by Commissioner Judy Goldick to approve

**Vote:** 7 - 0 Passed

## 5. **ADJOURNMENT OF THE CAPITAL IMPROVEMENT ADVISORY COMMITTEE MEETING**

Chairman Mr. Outlaw adjourned the regular meeting at 5:26 P.M.