Weatherford Municipal Utility Board

AGENDA REPORT

Meeting Date:	January 29, 2026	**Staff Contact:**	Matt Leppla, Director of Public Works
Item Number:	2025-686-AR	**Phone:**	817-598-4148

SUBJECT: Discuss and consider a recommendation to the City Council to form an advisory committee to review the Roadway, Water and Wastewater Impact Fee Program - 2026 Update.

BACKGROUND/DISCUSSION

In 2003, the City approved water and wastewater impact fees to help finance infrastructure related to new development. The City also adopted roadway impact fees in 2022 to assist in funding transportation infrastructure. Chapter 395 of the Local Government Code requires cities to review and update their Impact Fee Program at least every five years. The water and wastewater impact fees were previously updated in 2008, 2013, 2016 and 2021, with the most recent ordinance being adopted by City Council on November 16, 2021. An update to the roadway impact fees will be required in 2027. Since the roadway impact fee update is required next year, it has also been included with the water and wastewater impact fee update to avoid duplicate effort and to consolidate the impact fee programs into a single report and advisory committee process.

There are several steps required to update the Impact Fee Program. The first step is to appoint an Advisory Committee. The committee must contain at least five members, 50 percent of which must be representative of the real estate, development, or building industry. The committee must also include a representative from the ETJ. This committee will review proposed changes to the land use assumptions, capital improvement plans, and proposed impact fee amounts. The committee will provide written comments on the proposed impact fees and a public hearing will be held at a later date. Staff recommends the following individuals to serve on the Advisory Committee: Jim Duncan (ETJ Representative), Chase Rutledge, John Hinton, Howard McClurkin, and Stephen Reich.

The draft impact fee report is scheduled to be complete in June 2026. A public hearing is tentatively scheduled for September 2026, and final adoption of the impact fee update is scheduled for October 2026.

FINANCIAL IMPACT

None

SUGGESTED ACTION

Staff recommends that the Board recommend to the City Council to form an advisory committee, consisting of the named individuals, to review the Roadway, Water and Wastewater Impact Fee Program - 2026 Update.