

Lauren Marlow

Lauren Marlow,
City Clerk Administrative Coordinator



**SHERMAN PLANNING &
ZONING COMMISSION**
Agenda Communication Form

Planning & Zoning Commission Development Services

Agenda Item No. 2.

Meeting Date: 12/22/2025

Prepared By: Lauren Marlow, City Clerk Administrative Coordinator

Approved By: Rob Rae, Developmental Services Director

Requested Action/Proposed Use:

APPROVE MINUTES OF THE REGULAR MAY 20, 2025 CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING

Background:

The previous CIAC meeting occurred on May 20, 2025. Attached are the action minutes from that meeting.

Origination:

Development Services

Staff Recommendation:

Staff recommends approval.

Attachments:

1. 2025-05-20 CIAC Action Minutes



Development Services
Planning and Zoning
Mailing Address: P.O. Box 1106
Sherman, TX 75091
Telephone: (903) 892-7229
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ACTION MINUTES

The Capital Improvements Advisory Committee (CIAC) of the City of Sherman held a regular meeting Tuesday, May 20, 2025 at 4:00 P.M. in the Municipal Ballroom at 405 North Rusk Street to consider the following:

The Planning and Zoning Commission and Board of Adjustment meetings are Video and Audio recorded and can be viewed at: <https://www.ci.sherman.tx.us/701/Agendas-and-Minutes>

Members Absent: Commission Member Manley

1. CALL TO ORDER

Bookmarked at 00:02:13

Chairman Mahone called the meeting to order at 4:06 p.m.

2. APPROVE MINUTES OF THE REGULAR NOVEMBER 19, 2024, CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEETING

Bookmarked at 00:02:30

The Capital Improvements Advisory Committee reviewed the minutes of the November 19, 2024, Regular Meeting. Motion by Commission Member Sims to approve the Minutes as written. Second by Vice Chairman Downtain. All present voted AYE.

3. REVIEW AND CONSIDER THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE QUARTERLY REPORT FOR 2024 AND 2025.

Bookmarked at 00:02:59

4. ADJOURNMENT

Bookmarked at 00:31:49

Chairman Mahone adjourned the meeting at 4:36 p.m.

CHAIRMAN



ACTING SECRETARY

**City of Sherman
Impact Fee Revenue**

Fund Name	YE 9/30/2021	YE 9/30/22	YE 9/30/23	YE 9/30/24	6 ME 3/31/2025	Total	Projects
Roadway Impact Fee Zone #1	\$ -	\$ 5,725.60	\$ 65,661.00	\$ 243,109.93	\$ 48,886.69	\$ 363,383.22	Hwy 82 & Plainview intersection
Roadway Impact Fee Zone #2	\$ -	\$ 90,743.00	\$ 753,891.46	\$ 570,228.00	\$ 327,347.50	\$ 1,742,209.96	Moore Street
Roadway Impact Fee Zone #3	\$ 1,056.00	\$ 25,460.24	\$ 24,020.61	\$ 196,179.00	\$ 5,279.50	\$ 251,995.35	None
Roadway Impact Fee Zone #4	\$ -	\$ 2,106,540.00	\$ 645,877.50	\$ 277,841.10	\$ 323,378.30	\$ 3,353,636.90	Shepherd Road
Total Roadway Impact Fees	\$ 1,056.00	\$ 2,228,468.84	\$ 1,489,450.57	\$ 1,287,358.03	\$ 704,891.99	\$ 5,711,225.43	
Water Impact Fee Fund	\$ -	\$ 703,708.06	\$ 2,158,294.00	\$ 2,422,136.80	\$ 1,346,284.65	\$ 6,630,423.51	Debt Service - Water Treatment Plant
Sewer Impact Fee Fund	\$ -	\$ 356,076.00	\$ 555,841.00	\$ 1,251,109.65	\$ 445,897.15	\$ 2,608,923.80	Debt Service - Wastewater Treatment Plant
Total Impact Fees	\$ 1,056.00	\$ 3,288,252.90	\$ 4,203,585.57	\$ 4,960,604.48	\$ 2,497,073.79	\$ 14,950,572.74	

For 6 months ending 3/31/2025	Amount	Percent
Water	\$ 1,346,285	
Large Payments (> \$10k)	\$ 839,260	62%
Net of Large Payments	\$ 507,025	38%
Sewer	\$ 445,897	
Large Payments (> \$10k)	\$ 219,154	49%
Net of Large Payments	\$ 226,743	51%
Roadway	\$ 704,892	
Large Payments (> \$10k)	\$ 443,470	63%
Net of Large Payments	\$ 261,422	37%

IMPACT FEE SUMMARY

Quarter 4 - 2024

	October	November	December	Total
Roadway Impact Fee Zone #1	\$5,772.61	\$2,708.00	\$3,060.00	\$11,540.61
Roadway Impact Fee Zone #2	\$37,876.00	\$42,295.00	\$15,596.00	\$95,767.00
Roadway Impact Fee Zone #3	\$880.00	\$0.00	\$440.00	\$1,320.00
Roadway Impact Fee Zone #4	\$25,434.00	\$137,541.74	\$80,877.00	\$243,852.74
Total Roadway Impact Fees	\$69,962.61	\$182,544.74	\$99,973.00	\$352,480.35

Water Impact Fee	\$54,989.40	\$143,996.00	\$39,268.25	\$238,253.65
Sewer Impact Fee	\$152,665.25	\$436,275.60	\$115,304.00	\$704,244.85
Total Impact Fees	\$207,654.65	\$580,271.60	\$154,572.25	\$942,498.50

	Single Family	Multi-Family	Commercial	Industrial
October	\$267,020.00	\$0.00	\$10,597.26	\$0.00
November	\$309,350.00	\$453,466.34	\$0.00	\$0.00
December	\$189,974.00	\$0.00	\$64,571.25	\$0.00
Total	\$766,344.00	\$453,466.34	\$75,168.51	\$0.00

IMPACT FEE SUMMARY

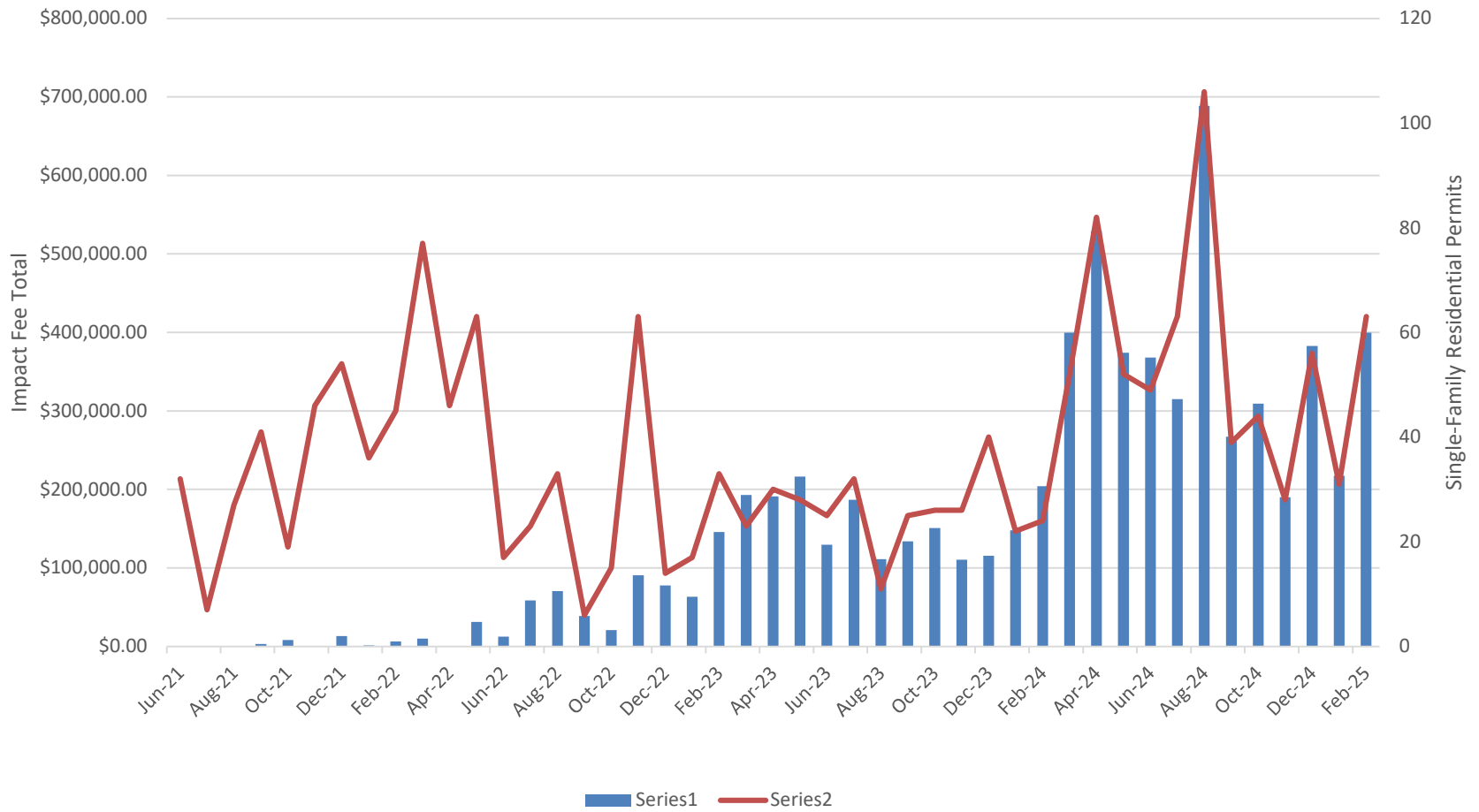
Quarter 1 - 2025

	January	February	March	Total
Roadway Impact Fee Zone #1	\$4,739.00	\$2,708.00	\$29,899.08	\$37,346.08
Roadway Impact Fee Zone #2	\$55,939.00	\$131,744.50	\$43,897.00	\$231,580.50
Roadway Impact Fee Zone #3	\$1,320.00	\$1,319.50	\$1,320.00	\$3,959.50
Roadway Impact Fee Zone #4	\$29,673.00	\$16,956.00	\$32,896.56	\$79,525.56
Total Roadway Impact Fees	\$91,671.00	\$152,728.00	\$108,012.64	\$352,411.64

Water Impact Fee	\$220,172.00	\$140,414.00	\$281,453.80	\$642,039.80
Sewer Impact Fee	\$70,998.00	\$49,520.10	\$87,125.40	\$207,643.50
Total Impact Fees	\$291,170.00	\$189,934.10	\$368,579.20	\$849,683.30

	Single Family	Multi-Family	Commercial	Industrial
January	\$382,841.00	\$0.00	\$0.00	\$0.00
February	\$217,395.00	\$0.00	\$125,267.10	\$0.00
March	\$399,546.00	\$11,513.48	\$65,532.36	\$0.00
Total	\$999,782.00	\$11,513.48	\$190,799.46	\$0.00

Single-Family Residential Permits vs Impact Fees Collected City of Sherman June 2021 - March 2025





**SHERMAN PLANNING &
ZONING COMMISSION**
Agenda Communication Form

Planning & Zoning Commission Development Services

Agenda Item No. 3.

Meeting Date: 12/22/2025

Prepared By: Lauren Marlow, City Clerk Administrative Coordinator

Approved By: Rob Rae, Developmental Services Director

Requested Action/Proposed Use:

**REVIEW AND CONSIDER THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE
QUARTERLY REPORT FOR 2025.**

Background:

Staff report for the impact fee collection for the fiscal year ending 2025

Origination:

Development Services

Staff Recommendation:

Staff has no recommendation for changes to the impact fee at this time.

Attachments:

1. Impact Fee Revenue Summary

**City of Sherman
Impact Fee Revenue**

Fund Name	YE 9/30/2021	YE 9/30/22	YE 9/30/23	YE 9/30/24	YE 9/30/25	Total	Projects
Roadway Impact Fee Zone #1	\$ -	\$ 5,725.60	\$ 65,661.00	\$ 243,109.93	\$ 142,512.35	\$ 457,008.88	Hwy 82 & Plainview intersection
Roadway Impact Fee Zone #2	\$ -	\$ 90,743.00	\$ 753,891.46	\$ 570,228.00	\$ 898,343.89	\$ 2,313,206.35	Moore Street
Roadway Impact Fee Zone #3	\$ 1,056.00	\$ 25,460.24	\$ 24,020.61	\$ 196,179.00	\$ 13,195.00	\$ 259,910.85	None
Roadway Impact Fee Zone #4	\$ -	\$ 2,106,540.00	\$ 645,877.50	\$ 277,841.10	\$ 394,028.30	\$ 3,424,286.90	Shepherd Road
Total Roadway Impact Fees	\$ 1,056.00	\$ 2,228,468.84	\$ 1,489,450.57	\$ 1,287,358.03	\$ 1,448,079.54	\$ 6,454,412.98	
Water Impact Fee Fund	\$ -	\$ 703,708.06	\$ 2,158,294.00	\$ 2,422,136.80	\$ 3,301,364.31	\$ 8,585,503.17	Debt Service - Water Treatment Plant
Sewer Impact Fee Fund	\$ -	\$ 356,076.00	\$ 555,841.00	\$ 1,251,109.65	\$ 1,045,763.91	\$ 3,208,790.56	Debt Service - Wastewater Treatment Plant
Total Impact Fees	\$ 1,056.00	\$ 3,288,252.90	\$ 4,203,585.57	\$ 4,960,604.48	\$ 5,795,207.76	\$ 18,248,706.71	