

## **Brenham City Council Minutes**

A Special Meeting of the Brenham City Council was held on Thursday, December 7, 2023 beginning at 5:30 PM in the Brenham City Hall, City Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

### Members Present:

Mayor Atwood Kenjura  
Mayor Pro Tem Clint Kolby  
Councilmember Shannan Canales  
Councilmember Leah Cook  
Councilmember Paul LaRoche  
Councilmember Adonna Saunders  
Councilmember Albert Wright

### Members Absent:

None

### City of Brenham Staff Present:

City Manager Carolyn Miller, City Secretary/Director of Administrative Services Jeana Bellinger, General Manager of Public Utilities Debbie Gaffey, Director of Finance Stacy Hardy, Director of Public Works Dane Rau, Strategic Budget Officer Tim McRoberts, Director of HR and Risk Management Susan Nienstedt, Asst. Police Chief Lloyd Powell, Shawn Bolenbarr, Jessica Perez, Robin Hutchens, Kim Hodde, and Daniel McCracken

### Citizens/Others Present:

Calvin Kossie, Steve Sefcik, Ken Miller, and Deanna Alfred

### Media Present:

Mark Whitehead, KWHI, and Sarah Forsythe, Brenham Banner Press

## **1. Call Meeting to Order**

### **PUBLIC HEARING**

## **2. Public Hearing to Consider Land Use Assumptions and Water, Wastewater, and Roadway Capital Improvement Plans Under Which Impact Fees in the**

## **City of Brenham May Be Imposed**

Utility Compliance Manager Daniel McCracken presented this item. McCracken explained that this Public Hearing is a requirement of Chapter 395 of the Local Government Code in relation to the implementation of Impact Fees. McCracken introduced Ryan Tinsley, Kelly Hajek and Jared Engelke from Strand Associates, the engineering firm the City has contracted to help with the study and possible implementation of impact fees.

Tinsley presented the following information:

- What is an Impact Fee
- Why should the City adopt Impact Fees
- Impact Fee Development Process - the City is currently on Step 7 "Public Hearing: Approval of Land Use Assumptions and Capital Improvement Plans"
- Appropriate Development of Land Use Assumptions (LUAs) Deliver Strong Foundation for Impact Fee Process
- Systemwide LUA Map Defines Service Area for Water and Wastewater Improvements
- Population Density Assumptions Reviewed to Identify Possible Full Build-Out Population
- Comprehensive Plan Methodology Replicated in Preparation of LUA Population Projections
- Water Study Considered as Basis for LUA Population Projections
- Service Units Provide Basis of Measurement for Collection of Impact Fees

Hajek presented the following information:

- Texas Commission on Environmental Quality (TCEQ) Capacity Requirements Drive Needs for Water Production Improvements Based on Connection Growth
- Water Source Evaluation and Water Treatments Plant Expansion Plan Identified Need for Incremental Water Production Improvements
- Water Storage and Pumping Improvements Required to Maintain System Pressures and Meet TCEQ Capacity Requirements
- Calibrated Hydraulic Model Used to Simulate System Pressure Changes Because of Anticipated 10-Year Development Growth
- Pressure Plane Extension Improvements Needed to Minimize Development-Related Pressure Deficiencies Along US Highway 290
- TCEQ Compliance Maintained through Combination of Water Treatment, Storage, Pumping, and Distribution Projects
- Water Impact Fees Fund Eligible Capacity Improvements on the Water

CIP. Currently, the City's sixteen (16) water capital projects total \$65,490,100

- TCEQ Identifies Need for Wastewater Collection, Pumping, and Treatment Improvements based on Increased Sanitary Flows
- Wastewater Collection Model Considers Inflow and Infiltration to Identify Needed Wastewater Infrastructure Improvements
- TCEQ Compliance Maintained through Combination of Wastewater Treatment, Pumping, and Collection Projects
- Wastewater Impact Fees Fund Eligible Capacity Improvements on the Wastewater CIP. Currently, the City's twenty-three (23) wastewater capital projects total \$3,264,000

Engelke presented the following information:

- Single Service Area Provides Flexibility for Roadway Impact Fees to be Spent on Highest Priority Capacity Improvements
- Vehicle-Miles Provides Basis of Measurement for Roadway Impact Fees
- Roadway Impact Fees Fund Eligible Capacity Improvements on the Roadway CIP. Currently, the City's nineteen (19) roadway capital projects total \$78,099,000
- Next Steps in the Process: Another Public Hearing on February 1st; City Council to consider an Ordinance for impact fees on February 15th and March 7th

## **REGULAR SESSION**

### **3. Discuss and Possibly Act Upon Resolution No. R-23-044 Adopting Land Assumptions and Water, Wastewater, and Roadway Capital Improvement Plans for the Possible Implementation of Impact Fees in the City of Brenham, Texas**

Utility Compliance Manager Daniel McCracken presented this item. McCracken advised that in preparation of the City's implementation of Impact Fees for the accumulation of funds which will aid in future capital improvement projects for water, wastewater, and roadways, the City had to follow procedures listed under the Texas Local Government Code Chapter 395.

McCracken advised that as per the guidelines, a capital improvement plan was developed by Strand Associates, a Capital Improvement Advisory Commission (CIAC) was formed, and this public hearing was held to present the capital improvement plan for water, wastewater, and roadways to receive feedback from the public. McCracken advised that this Resolution approves the land assumptions and water, wastewater and roadway capital improvement plans as presented.

A motion was made by Mayor Pro Tem Kolby and seconded by Councilmember Cook to approve Resolution No. R-23-044 adopting Land Assumptions and Water, Wastewater, and Roadway Capital Improvement Plans for the possible implementation of Impact Fees in the City of Brenham, Texas.

Mayor Kenjura called for a vote. The motion passed with Council voting as follows:

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Canales, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright

**No:** None

**Absent:**

**4. Discuss and Possibly Act Upon Resolution No. R-23-045 Setting a Public Hearing to Consider the Imposition of Impact Fees on New Development for Water, Wastewater, and Roadway Capital Improvements**

Utility Compliance Manager Daniel McCracken presented this item. McCracken advised that with the Council's approval of the land use assumption and water, wastewater, and roadway capital improvement plans, the next step for the City in the implementation of Impact Fees is to hold a second public hearing in accordance to the Texas Local Government Code. McCracken advised that this Resolution sets the second public hearing for February 1, 2024 at 1:00 p.m. in Council Chambers at City Hall.

A motion was made by Councilmember Saunders and seconded by Councilmember Wright to approve Resolution No. R-23-045 setting a Public Hearing to consider the imposition of Impact Fees on new development for water, wastewater, and roadway capital improvements.

Mayor Kenjura called for a vote. The motion Passed with Council voting as follows:

**Yes:** Mayor Kenjura, Mayor Pro Tem Kolby, Councilmember Canales, Councilmember Cook, Councilmember LaRoche, Councilmember Saunders, Councilmember Wright

**No:** None

**Absent:**

ADJOURN

*Atwood C. Kenjura*

Mayor

*Jeana Bellinger, TRMC, CMC*

City Secretary

