

Brenham City Council Minutes

A special workshop meeting of the Brenham City Council and the City of Brenham Planning and Zoning Commission was held on Tuesday, August 30, 2022 beginning at 5:30 p.m. in the Nancy Carol Roberts Memorial Library, Roberta C. Johnson Program Room, at 100 Martin Luther King, Jr. Parkway, Brenham, Texas.

Members Present:

Mayor Milton Y. Tate, Jr.
Mayor Pro Tem Clint Kolby
Councilmember Shannan Canales
Councilmember Leah Cook
Councilmember Atwood Kenjura
Councilmember Adonna Saunders
Councilmember Albert Wright

Members Absent:

None

City of Brenham Planning and Zoning Commission Members present:

Keith Behrens, Marcus Wamble, Catharyne Neil, Artis Edwards, Jr., Deanna Alfred, Calvin Kossie, and Chris Cangelosi

City of Brenham Planning and Zoning Commission Members absent:

None

City of Brenham Staff present:

City Manager Carolyn Miller, City Secretary Jeana Bellinger, General Manager of Public Utilities Debbie Gaffey, Director of Development Services Stephanie Doland, Deputy General Manager of Public Utilities Alton Sommerfield, Strategic Budget Officer Tim McRoberts Public Works Director Dane Rau, Economic Development Director Susan Cates, Jennifer Hill, Shawn Bolenbarr, Kim Hodde and Shauna Laauwe.

Citizens/Others Present:

None

Media Present:

Jason May, Brenham Banner-Press; and Josh Blaschke, KWHI

1. **Call Meeting to Order**
2. **Presentation and Discussion on Impact Fees for Capital Improvements, Infrastructure and Facilities**

Director of Development Services Stephanie Dolan welcomed everyone and introduced Ryan Tinsley and Kelly Hajek from Strand Associates Inc.

Tinsley advised that impact fees are an effective way to economically distribute the costs associated with water, wastewater, drainage and street improvements to the developers that are causing the need for improvements. Tinsley explained that impact fees are governed by Chapter 395 of the Texas Local Government Code and that these fees are a way for the City to recoup costs of capital improvements needed for new development. Tinsley stated that impact fees can only be assessed for the following capital improvements:

- Water Supply, Treatment and Distribution Facilities
- Wastewater Collection and Treatment Facilities
- Stormwater, Drainage and Flood Control Facilities
- Roadway Facilities

Tinsley and Hajek then explained the step-by-step process to begin the implementation of impact fees:

1. Form Capital Improvement Advisory Committee (CIAC)
2. Prepare Draft Land Use Assumptions (LUA) Map Recommendations and Population Projections
3. Present draft LUA and Population Projections to CIAC
4. Incorporate CIAC comments into LUA and Population Projections
5. Prepare draft Capital Improvement Plan (CIP)
6. Present final LUA, Population Projections, and draft CIP to CIAC
7. Incorporate CIAC comments and prepare Impact Fees
8. Present CIP and Impact Fees to CIAC
9. CIAC to make formal recommendation to City Council
10. Public Hearing for approval of LUA, CIP and Impact Fees
11. Adopt Impact Fee Ordinance

The meeting was adjourned.

Milton Y. Tate, Jr.
Mayor



Jeana Bellinger, TRMC, CMC
City Secretary

THIS PAGE INTENTIONALLY LEFT BLANK