



**NOTICE OF A REGULAR MEETING  
CAPITAL IMPROVEMENTS ADVISORY COMMITTEE  
TUESDAY, JANUARY 23, 2024, AT 2:00 PM  
SECOND FLOOR CITY HALL BUILDING  
CONFERENCE ROOM 2A  
200 W. VULCAN STREET  
BRENHAM, TEXAS**

**1. Call Meeting to Order**

**2. Public Comments**

*[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law.]*

**CONSENT AGENDA**

**3. Statutory Consent Agenda**

The Statutory Consent Agenda includes non-controversial and routine items that the Commission may act on with one single vote. A Commissioner may pull any item from the Consent Agenda in order that the Commission discuss and act upon it individually as part of the Regular Agenda.

**3-a. Minutes from the December 19, 2023 Capital Improvements Advisory Committee (CIAC) meeting.**

**REGULAR AGENDA**

**4. Discussion and Possible Action to File the Written Comments of the Capital Improvements Advisory Committee on the Proposed Impact Fees for Water, Wastewater, and Roadway Facilities.**

**5. Adjourn**

***CERTIFICATION***

I certify that a copy of the January 23, 2024 agenda of items to be considered by the Capital Improvements Advisory Committee was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on January 18, 2024 at 11:30 a.m.

*Kim Hodde*

\_\_\_\_\_  
Kim Hodde, Planning Technician

**Disability Access Statement:** This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7567 for assistance.

I certify that the attached notice and agenda of items to be considered by the Capital Improvements Advisory Committee was removed by me from the City Hall bulletin board on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 at \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

**CITY OF BRENHAM  
CAPITAL IMPROVEMENT ADVISORY COMMITTEE  
December 19, 2023**

*The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription.*

A regular meeting of the Capital Improvements Advisory Committee (CIAC) was held on December 19, 2023, at 1:00 pm in the Brenham Municipal Building, Conference Room 2A, at 200 West Vulcan Street, Brenham, Texas.

Committee Members present:

M. Keith Behrens, Chairman (*joined meeting at 1:06 pm*)

Darren Heine, Vice-Chairman

Dr. Deanna Alfred

Chris Cangelosi

Blake Brannon

Calvin Kossie

Cayte Neil

Dr. Paul LaRoche

Cyndee Smith

Committee Members absent:

Randy Hodde

Staff present:

Shawn Bolenbarr

Tim McRoberts

Stephanie Doland

Carolyn Miller

Debbie Gaffey

Dane Rau

Kim Hodde

Alton Sommerfield

Daniel McCracken

Strand Associates:

Ryan Tinsley

Blake Faldyn

Jared Engelke

Alec McAndrew

Morgan Ruiz

Citizens / Media present:

None

**1. Call Meeting to Order**

Vice Chairman Heine called the meeting to order at 1:04 pm with a quorum of eight (8) Committee Members present.

**2. Public Comments**

There were no public comments.

## CONSENT AGENDA

### 3. Statutory Consent Agenda

The Statutory Agenda includes non-controversial and routine items that the Committee may act on with one single vote. A Committee Member may pull any item from the Consent Agenda in order that the Committee discuss and act upon it individually as part of the Regular Agenda.

#### 3-a. Minutes from the October 24, 2023 Capital Improvements Advisory Committee (CIAC) Meeting.

Vice Chairman Heine called for any corrections or additions to the minutes as presented. A motion was made by Deanna Alfred and seconded by Calvin Kossie to approve the Consent Agenda (minutes from the October 24, 2023 meeting), as presented. The motion carried unanimously.

## REGULAR SESSION

### 4. Presentation and Discussion by Strand Associates, Inc. Concerning the Impact Fee Development Process, the Approved Land Use Assumptions, the Approved Capital Improvement Plans, and the Draft Maximum Assessable Impact Fees for Water, Wastewater, and Roadway Facilities.

Ryan Tinsley stated that today's meeting is a general discussion and no action will be taken. He stated that Impact Fees can be considered for a ten-year window. Every five years, the adopted fees will need to be re-evaluated and updated. Every ten years, the impact fee process will need to be reevaluated. Impact fees can be updated at any time within the ten-year window. Mr. Tinsley further stated that the CIAC needs to meet two times per year and provide recommendations that impact fees need to continue as adopted or modified as necessary. If money is collected for a specific area and is not used within the specified time, fees collected may be required to be returned to the developer. Impact fees will be assessed at the time of platting but not collected until a building permit is issued for the platted property.

Mr. Tinsley gave a work session presentation that included the following items:

- What is an impact fee?
- Impact Fee Development Process
- Approved Land Use Assumptions (LUAs) and Capital Improvement Plans (CIPs)
- Maximum Assessable Impact Fees
- Next steps

What is an impact fee?

- An impact fee is a charge or assessment imposed by a City to generate revenue to fund or recoup costs of capital improvements or facility expansions associated with new development.
- Impact fees are governed by Chapter 395 of the Texas Local Government Code.
- Items payable by impact fees include construction costs, survey and engineering fees, land acquisition costs, and consulting fees to prepare and update the CIPs.
- Calculations consider only the portion of the CIPs attributable to new development over a period of 10 years.
- Impact fees lessen the burden of increasing utility rates and taxes on existing residents and employers that are currently paying for such infrastructure improvements.

The Impact Fee Development Process provides multiple opportunities for input and public comment. The proposed process is listed below:

1. Form of the CIAC.
2. Prepare draft Land Use Assumptions with City Staff.
3. Present draft Land Use Assumptions to CIAC.
4. Incorporate CIAC comments into updated Land Use Assumptions and prepare draft CIP's.
- 5-a. Present updated Land Use Assumptions and draft CIP's for roadway impact fees to CIAC.
- 5-b. Present updated Land Use Assumptions and draft CIP's for water and wastewater impact fees to CIAC.
6. Incorporate CIAC comments into updated CIP's.
7. Public hearing: approval of land use assumptions and CIP's.
8. Prepare draft Impact Fees.
- 9. Present draft Impact Fees to CIAC.**
10. CIAC to make formal recommendation to City Council.
11. Public hearing: Approval of Impact Fees.
12. Adopt Impact Fee Ordinance.

A developer's workshop is an extra step that the City wanted to allow the CIAC members to have an extra opportunity to hear from the developers. This developer's workshop is tentatively planned for mid-January 2024, then the next step will be step ten in which the CIAC will make a formal recommendation to City Council.

Approved Land Use Assumptions (LUAs) defines service area boundary for Water and Wastewater Impact Fees were presented

- LUAs: description of service area and projections of changes in land uses, densities, and population in the service area over a 10-year period. The service area includes the City's Extraterritorial Jurisdiction (ETJ) for Water and Wastewater.
- Water Study Population Projections:
  - Current (2023) = 18,549 people
  - 10-year (2033) = 27,062 people
- Service Unit = Equivalent residential water meter connection rated for 25 gpm of continuous flow.

Approved Water CIP Maintains Regulatory Compliance and Quality of Service

- Water Project IDs:
  - WT = Water Treatment (3 projects)
  - WS = Water Storage (2 projects)
  - WM = Water Mains (11 projects)
  - Study = Water Impact Fee Study
  - Water impact fees fund eligible capacity improvements on the Water CIP. Various water projects were discussed and opinions of probable costs presented.

## Water Impact Fees Fund Eligible Capacity Improvements on the Water CIP

Water CIP Projects				Connections Served By Project				Opinion of Probable Costs		
ID	Name	Year	Project Description	Ultimate	Existing	10-Year	10-Year (%)	Total Costs (2023 Dollars)	10-Year Costs (2023 Dollars)	10-Year Costs (Escalated)
WT1	SWTP Improvements	2023	Expansion of Surface Water Treatment Plant from 6.984 MGD to 8.350 MGD.	12,322	10,283	2,039	16.5%	\$ 24,300,000	\$ 4,021,076	\$ 4,021,076
WT2	Loesch Street Water Plant	2023	Construct a groundwater plant having two wells, BPS, GST, and treatment facilities.	1,505	0	1,505	100.0%	\$ 11,700,000	\$ 11,700,000	\$ 11,700,000
WT3	Westside Water Plant	2031	Construct a groundwater plant having two wells, BPS, GST, and treatment facilities.	1,505	0	1,326	88.1%	\$ 12,700,000	\$ 11,189,502	\$ 15,616,875
WS1	Hwy 36 South EST	2025	Construct a 300,000-gallon EST in the Westside Pressure Plane.	1,955	0	1,955	100.0%	\$ 3,036,000	\$ 3,036,000	\$ 3,348,768
WS2	Gun and Rod Road EST	2030	Construct a 300,000-gallon EST in the Main Pressure Plane.	1,955	0	1,298	66.4%	\$ 3,036,000	\$ 2,015,718	\$ 2,705,078
WM1	Hwy 36 South WM	2025	2,800 LF of 10-inch water main extension to Pleasant Hill School Road/FM 35.	195	0	116	59.5%	\$ 741,250	\$ 440,949	\$ 486,375
WM2	Old Masonic Road WM	2026	5,300 LF of 8-inch water main replacement and extension along Old Masonic Road.	375	100	162	43.2%	\$ 1,289,900	\$ 557,237	\$ 639,229
WM3	Diase Road WM	2027	2,800 LF of 12-inch water main extension along Diase Road.	1,255	0	885	70.5%	\$ 805,000	\$ 567,669	\$ 677,244
WM4	Mustang Road WM	2028	1,700 LF of 6-inch water main extension along Mustang Road.	306	0	192	62.7%	\$ 378,900	\$ 237,741	\$ 294,977
WM5	FM 2935 WM	2028	5,200 LF of 10-inch water main extension along FM 2935.	683	0	683	100.0%	\$ 1,366,450	\$ 1,367,010	\$ 1,696,114
WM6	Hwy 290 West WM	2029	1,700 LF of 12-inch water main replacement along Highway 290 West.	105	10	53	50.5%	\$ 496,700	\$ 250,715	\$ 323,517
WM7	FM 332 WM	2029	4,500 LF of 12-inch water main extension along Industrial Blvd, FM 332, and FM 389.	23	0	12	52.2%	\$ 1,287,800	\$ 671,896	\$ 866,999
WM8	Hwy 290 East WM, P1	2030	3,200 LF of 10-inch water main extension along Highway 290 East.	45	0	25	55.0%	\$ 847,250	\$ 465,988	\$ 625,352
WM9	Hwy 105 WM	2031	3,500 LF of 12-inch water main replacement and extension along Highway 105.	79	30	27	34.2%	\$ 1,006,200	\$ 343,891	\$ 479,959
WM10	Small Area Plan WM	2032	5,900 LF of 10-inch water main extension along a future road alignment.	806	0	443	55.0%	\$ 1,576,250	\$ 866,351	\$ 1,257,507
WM11	Hwy 290 East WM, P2	2032	3,000 LF of 12-inch water main extension along Highway 290 East.	19	0	5	26.3%	\$ 857,400	\$ 225,632	\$ 327,504
Study	Study	2023	Water Impact Fee Study	1	0	1	100.0%	\$ 65,000	\$ 65,000	\$ 65,000
								<b>\$ 65,490,100</b>	<b>\$ 38,022,374</b>	<b>\$ 45,131,575</b>



### Approved Wastewater CIP Maintains Regulatory Compliance and Reduces Potential of Sewer Surcharging and Overflows

- Wastewater Project IDs:
  - WWT = Wastewater Treatment (1 project)
  - WWP = Wastewater Pumping (16 projects)
  - WWC = Wastewater Collection (6 projects)
  - Study = Wastewater Impact Fee Study
  - Wastewater impact fees fund eligible capacity improvements on the Wastewater CIP. Various wastewater projects were discussed and opinions of probable costs presented.

## Wastewater Impact Fees Fund Eligible Capacity Improvements on the Wastewater CIP

Wastewater CIP Projects				Connections Served By Project				Opinion of Probable Costs		
ID	Name	Year	Project Description	Ultimate	Existing	10-Year	10-Year (%)	Total Costs (2023 Dollars)	10-Year Costs (2023 Dollars)	10-Year Costs (Escalated)
WWT1	WWTP Expansion Study	2032	Begin planning for an expansion of the existing WWTP.	14,040	10,283	2,039	14.5%	\$ 150,000	\$ 21,784	\$ 31,620
WWP1	Stone Hollow LS	2023	1,590-gpm lift station (replacement) with 12-inch force main and 15 & 16-inch sewers.	1,908	845	272	14.3%	\$ 2,115,000	\$ 301,509	\$ 301,509
WWP2	Business Center LS, P1	2024	126-gpm lift station (replacement) with 4-inch force main and 8-inch gravity sewer.	151	1	145	96.0%	\$ 1,413,000	\$ 1,356,854	\$ 1,439,074
WWP3	Industrial Boulevard LS	2024	630 to 870-gpm lift station (replacement) and connect to force main and gravity sewer.	756	240	280	37.0%	\$ 1,762,000	\$ 652,593	\$ 692,137
WWP4	Hwy 105 LS	2025	2,250-gpm lift station (replacement) with 12-inch force main and 15-inch gravity sewer.	2,700	800	1,598	59.2%	\$ 5,126,000	\$ 3,033,833	\$ 3,346,378
WWP5	TxDOT LS	2025	120-gpm lift station (new) with 4-inch force main.	144	0	76	52.8%	\$ 942,000	\$ 497,167	\$ 548,385
WWP6	Old Masonic Road LS	2026	180-gpm lift station (new) with 4-inch force main and 8-inch gravity sewer.	216	0	162	75.0%	\$ 1,707,000	\$ 1,280,250	\$ 1,468,627
WWP7	Henderson Park LS	2027	3,400-gpm lift station (pump replacement) and connect to force main and gravity sewer.	4,080	1,725	2,349	57.6%	\$ 456,000	\$ 262,535	\$ 313,212
WWP8	Muniz LS	2027	2,250-gpm lift station (replacement) with 12-inch force main and 15-inch gravity sewer.	2,700	225	2,070	76.7%	\$ 5,104,000	\$ 3,913,067	\$ 4,668,392
WWP9	Liberty Village LS	2028	300-gpm lift station (pump replacement) with 8-inch gravity sewer.	360	164	146	40.6%	\$ 764,000	\$ 309,844	\$ 384,439
WWP10	Mustang Road LS	2028	180-gpm lift station (new) with 4-inch force main and 8-inch gravity sewer.	216	0	192	88.9%	\$ 1,122,000	\$ 997,333	\$ 1,237,439
WWP11	Business Center LS, P2	2029	4-inch force main replacement (replaces existing 3-inch force main).	66	1	47	71.2%	\$ 611,000	\$ 435,106	\$ 561,451
WWP12	Ralston Creek LS	2029	3,500-gpm lift station (pump replacement) with 16-inch force main replacement.	4,200	1,600	2,274	54.1%	\$ 1,504,000	\$ 814,309	\$ 1,050,765
WWP13	Hwy 290 East LS, P1	2030	70-gpm lift station (new) with 4-inch force main and 8-inch gravity sewer.	84	0	25	29.8%	\$ 1,008,000	\$ 300,000	\$ 402,598
WWP14	K of C Hall LS	2030	500-gpm lift station (replacement) with 6-inch force main replacement.	600	26	316	52.7%	\$ 1,806,000	\$ 951,160	\$ 1,276,449
WWP15	Baker Katz LS	2031	1,200-gpm lift station (pumps) with 10-inch force main and 15 & 18-inch gravity sewers.	1,440	456	770	53.5%	\$ 3,525,000	\$ 1,884,896	\$ 2,630,696
WWP16	Hwy 36 South No. 2 LS	2032	600-gpm lift station (new) with 6-inch force main.	720	0	388	53.9%	\$ 2,074,000	\$ 1,117,656	\$ 1,622,276
WWC1	Diase Road Sewer	2027	8-inch gravity sewer extension along Diase Road.	125	0	90	72.0%	\$ 223,000	\$ 160,560	\$ 191,552
WWC2	FM 2935 Sewer	2028	8-inch gravity sewer extension along FM 2935.	683	0	683	100.0%	\$ 697,000	\$ 697,000	\$ 864,801
WWC3	FM 332 Sewer	2029	8-inch gravity sewer extension along Industrial Blvd and FM 332.	23	0	12	52.2%	\$ 509,000	\$ 265,565	\$ 342,679
WWC4	Hwy 105 Sewer	2031	8-inch gravity sewer extension along Highway 105.	49	0	27	55.1%	\$ 515,000	\$ 283,776	\$ 396,058
WWC5	Hwy 290 East Sewer, P2	2032	8-inch gravity sewer extension along southside of Highway 290 East.	19	0	5	26.3%	\$ 249,000	\$ 65,526	\$ 95,111
WWC6	Hwy 36 North Sewer	2032	8- and 12-inch gravity sewer extension along Highway 36 North.	275	0	151	54.9%	\$ 772,000	\$ 423,898	\$ 615,288
Study	Study	2023	Wastewater Impact Fee Study	1	0	1	100.0%	\$ 110,000	\$ 110,000	\$ 110,000
								<b>\$ 34,264,000</b>	<b>\$ 20,136,221</b>	<b>\$ 24,590,935</b>



## Approved Roadway CIP Increases Capacity on Collector and Arterial Roadways within the City Limits

- Service Unit = Vehicle-Mile (capacity consumed in a single lane in the PM peak hour by a vehicle making a trip one mile in length). The service area for roadways is limited to the City limits.
- Roadway Project IDs:
  - R = Roadway Capacity (18 projects)
  - I = Intersection Capacity (1 project)
  - Study = Roadway Impact Fee Study
  - Roadway Impact fees fund eligible capacity improvements on the Roadway CIP. Various roadway projects were discussed and opinion of probable costs presented.

## Roadway Impact Fees Fund Eligible Capacity Improvements on the Roadway CIP

Roadway CIP Projects				Opinion of Probable Costs			
ID	Name	Year	Project Description	Total Costs (2023 Dollars)	10-Year (Percentage)	10-Year Costs (2023 Dollars)	10-Year Costs (Escalated)
R1	Tom Green Street	2024	Expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from SH 36 to FM 577.	\$ 6,581,000	90.5%	\$ 5,957,278	\$ 6,318,265
R2	Schulte Blvd Extension	2025	Construction of a three lane undivided (two-way, left-turn lane) concrete roadway from Salem Road to Schulte Boulevard.	\$ 2,483,000	90.5%	\$ 2,247,671	\$ 2,479,225
R3	East Stone Street	2026	Expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from Business SH 36 to FM 577.	\$ 6,580,000	90.5%	\$ 5,956,373	\$ 6,832,797
R4	West Gun and Rod Road	2027	Expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from E Stone Street to Gun & Rod Road.	\$ 2,618,000	90.5%	\$ 2,369,876	\$ 2,827,324
R5	East Gun and Rod Road	2027	Expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from Gun and Rod Road to FM 577.	\$ 2,591,000	90.5%	\$ 2,345,435	\$ 2,798,166
R6	South Saeger Street	2028	Construction of a three lane undivided (two-way, left-turn lane) concrete roadway from US 290 to Business 290.	\$ 5,230,000	90.5%	\$ 4,734,320	\$ 5,874,096
R7	Old Mill Creek Road	2028	Expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from the City Limits to Saeger Street.	\$ 4,181,000	90.5%	\$ 3,784,741	\$ 4,695,907
R8	Burleson Street	2029	Expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from FM 577 to the City Limits.	\$ 5,464,000	90.5%	\$ 4,946,143	\$ 6,382,390
R9	North Dixie Street	2030	Construction of a three lane undivided (two-way, left-turn lane) concrete roadway from Business 290 to Dixie Road.	\$ 4,181,000	90.5%	\$ 3,784,741	\$ 5,079,093
R10	North Saeger Street	2030	Expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from Business 290 to Dixie Road.	\$ 2,896,000	90.5%	\$ 2,621,528	\$ 3,518,071
R11	Dixie Road Extension	2030	Construction of a three lane undivided (two-way, left-turn lane) concrete roadway from SH 36 to FM 577.	\$ 3,680,000	90.5%	\$ 3,331,224	\$ 4,470,477
R12	North Dixie Street	2031	Construction of a three lane undivided (two-way, left-turn lane) concrete roadway from Business SH 36 to City Limits.	\$ 2,125,000	90.5%	\$ 1,923,601	\$ 2,684,716
R13	S Blue Bell Road Extension	2031	Construction of a four lane divided concrete roadway from SH 36 to South Blue Bell Road.	\$ 17,733,000	90.5%	\$ 16,052,334	\$ 22,403,793
R14	Small Area Plan Collector	2032	Construction three lane undivided (two-way, left-turn lane) concrete roadway from S Blue Bell Road Extension to SH 36.	\$ 5,572,000	90.5%	\$ 5,043,907	\$ 7,321,226
R15	Independence Road	2032	Expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from FM 577 to the City Limits.	\$ 2,869,000	90.5%	\$ 2,597,087	\$ 3,769,669
R16	Salem Road	2020	Prior expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from SH 36 to the City Limits.	\$ 1,320,000	90.5%	\$ 1,194,895	\$ 1,194,895
R17	Old Chappell Hill Road	2021	Prior expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from FM 577 to the City Limits.	\$ 724,000	90.5%	\$ 655,382	\$ 655,382
R18	South Chappell Hill Street	2023	Prior expansion to a three lane undivided (two-way, left-turn lane) concrete roadway from US 290 to Business 290.	\$ 1,100,000	90.5%	\$ 995,746	\$ 995,746
I1	Academy-Austin Intersection	2025	Intersection improvements consisting of pavement restriping and installation of new signals.	\$ 96,000	4.3%	\$ 4,167	\$ 4,596
Study	Study	2023	Roadway Impact Fee Study	\$ 75,000	100.0%	\$ 75,000	\$ 75,000
				<b>\$ 78,099,000</b>	<b>-</b>	<b>\$ 70,621,447</b>	<b>\$ 90,380,835</b>



## Chapter 395 Allows Credit to be Awarded to Developers using Two Different Methods: Revenue Credit and 50 Percent Credit

- CIP costs, financing costs (5.0%), existing fund balances, and interest earnings (1.28%) are considered in calculating pre-credit recoverable costs.
- Revenue credit method awards credit for portion of ad valorem taxes and utility service revenues generated by new service units.
- 50 percent credit method assumes a credit equal to 50 percent of the total projected cost.
- Maximum assessable impact fees are calculated by dividing the maximum recoverable costs by the new service units added.

	Water	Wastewater	Roadway
<b>10-Year Escalated CIP Costs:</b>	\$ 45,131,575	\$ 24,590,935	\$ 90,380,835
<b>Financing Cost (+):</b>	\$ 8,874,838	\$ 7,312,484	\$ 27,486,907
<b>Existing Fund Balance (-):</b>	\$ -	\$ -	\$ -
<b>Interest Earnings (-):</b>	\$ (2,121,935)	\$ (1,687,373)	\$ (5,761,522)
<b>Pre-Credit Recoverable Costs:</b>	\$ 51,884,478	\$ 30,216,047	\$ 112,106,220

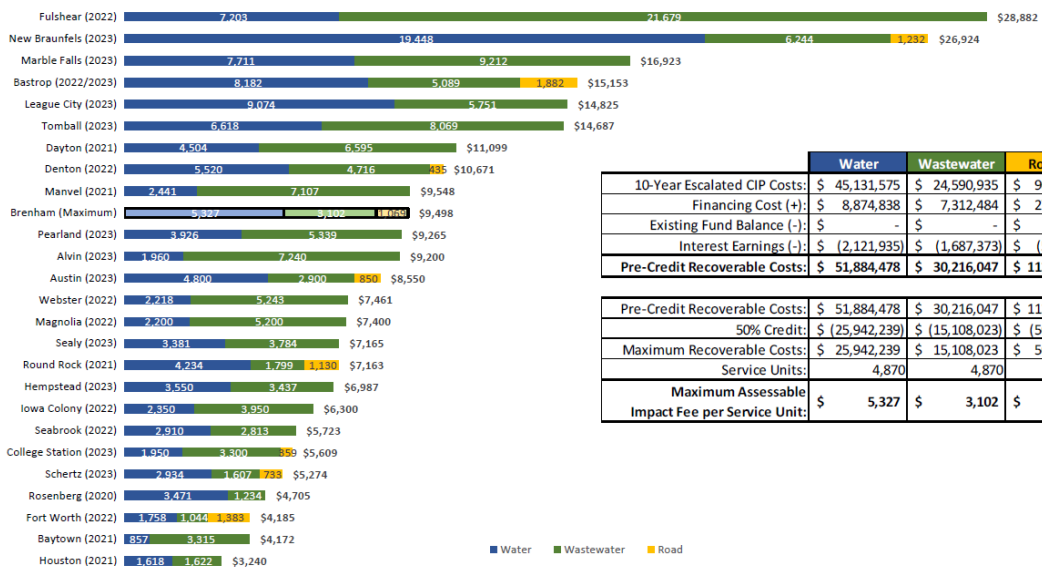
  

<b>Pre-Credit Recoverable Costs:</b>	\$ 51,884,478	\$ 30,216,047	\$ 112,106,220
<b>50% Credit:</b>	\$ (25,942,239)	\$ (15,108,023)	\$ (56,053,110)
<b>Maximum Recoverable Costs:</b>	\$ 25,942,239	\$ 15,108,023	\$ 56,053,110
<b>Service Units:</b>	4,870	4,870	52,435
<b>Maximum Assessable Impact Fee per Service Unit:</b>	\$ 5,327	\$ 3,102	\$ 1,069

Impact Fee Marketability is Supported by Review of Impact Fees Recently Adopted by Neighboring Communities.

The following study information was presented:

### Impact Fee Marketability is Supported by Review of Impact Fees Recently Adopted by Neighboring Communities



	Water	Wastewater	Roadway
<b>10-Year Escalated CIP Costs:</b>	\$ 45,131,575	\$ 24,590,935	\$ 90,380,835
<b>Financing Cost (+):</b>	\$ 8,874,838	\$ 7,312,484	\$ 27,486,907
<b>Existing Fund Balance (-):</b>	\$ -	\$ -	\$ -
<b>Interest Earnings (-):</b>	\$ (2,121,935)	\$ (1,687,373)	\$ (5,761,522)
<b>Pre-Credit Recoverable Costs:</b>	\$ 51,884,478	\$ 30,216,047	\$ 112,106,220

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<b>50% Credit:</b>	\$ (25,942,239)	\$ (15,108,023)	\$ (56,053,110)
<b>Maximum Recoverable Costs:</b>	\$ 25,942,239	\$ 15,108,023	\$ 56,053,110
<b>Service Units:</b>	4,870	4,870	52,435
<b>Maximum Assessable Impact Fee per Service Unit:</b>	\$ 5,327	\$ 3,102	\$ 1,069





Water and Wastewater Impact Fees Determined for Varying Water Meter Types and Sizes Using American Water Works Association (AWWA) Equivalency Tables as follows:

Meter Size (inch)	Meter Type	Continuous Duty Maximum Flow Rate (gpm)	Ratio to 1-Inch Meter	Maximum Assessable Impact Fees	
				Water	Wastewater
1	Displacement Type	25	1	\$5,327	\$3,102
1.5	Displacement Type	50	2	\$10,654	\$6,204
2	Displacement Type	80	3.2	\$17,046	\$9,926
2	Compound	80	3.2	\$17,046	\$9,926
3	Compound	175	7	\$37,289	\$21,714
3	Turbine Vertical Shaft	220	8.8	\$46,878	\$27,298
3	Turbine High Velocity	350	14	\$74,578	\$43,428
4	Compound	300	12	\$63,924	\$37,224
4	Turbine Vertical Shaft	420	16.8	\$89,494	\$52,114
4	Turbine High Velocity	650	26	\$138,502	\$80,652
6	Compound	675	27	\$143,829	\$83,754
6	Turbine Vertical Shaft	865	34.6	\$184,314	\$107,329
6	Turbine High Velocity	1,400	56	\$298,312	\$173,712
8	Compound	900	36	\$191,772	\$111,672
8	Turbine High Velocity	2,400	96	\$511,392	\$297,792
10	Turbine High Velocity	3,500	140	\$745,780	\$434,280
12	Turbine High Velocity	4,400	176	\$937,552	\$545,952



## Roadway Impact Fees Determined Using Land Use Categories and Sizes

Land Use Category	Development Unit (DU)	Vehicle Miles	Impact Fee Per DU
<b>RESIDENTIAL</b>			
Assisted Living	Beds	1.19	\$1,274
Mobile Home Park	Dwelling Unit	2.88	\$3,078
Multifamily (Low-Rise)	Dwelling Unit	2.53	\$2,707
Multifamily (Mid-Rise)	Dwelling Unit	1.94	\$2,070
Senior Adult Housing-Attached	Dwelling Unit	1.24	\$1,327
Senior Adult Housing-Detached	Dwelling Unit	1.49	\$1,592
Single-Family (Detached)	Dwelling Unit	4.67	\$4,989
<b>INDUS TRIAL</b>			
General Light Industrial-Default	1,000 SF GFA	3.88	\$4,152
Industrial Park	1,000 SF GFA	2.03	\$2,172
Manufacturing	1,000 SF GFA	4.42	\$4,727
Mini-Warehouse	1,000 SF GFA	0.90	\$958
Utility	1,000 SF GFA	12.91	\$13,797
Warehousing	1,000 SF GFA	1.08	\$1,150
<b>LODGING</b>			
Hotel	Room	2.93	\$3,131
Motel/Other Lodging Facilities	Room	1.79	\$1,911
<b>OFFICE</b>			
Corporate Headquarters Building	1,000 SF GFA	7.80	\$8,338
General Office Building-Default	1,000 SF GFA	8.63	\$9,221
Government Office Building	1,000 SF GFA	10.26	\$10,968
Medical-Dental Office Building	1,000 SF GFA	23.58	\$25,207
Single Tenant Office Building	1,000 SF GFA	10.56	\$11,289
United States Post Office	1,000 SF GFA	67.26	\$71,901
<b>RECREATIONAL</b>			
Multiplex Movie Theater	1,000 SF GFA	37.02	\$39,574
Recreational Community Center	1,000 SF GFA	15.00	\$16,035
<b>INSTITUTIONAL</b>			
Church	1,000 SF GFA	2.28	\$2,433
Day Care Center	1,000 SF GFA	28.93	\$30,921
Elementary School	Students	0.74	\$794
Fire and Rescue Station (Private)	1,000 SF GFA	2.88	\$3,079
High School	Students	0.65	\$695
Junior/Community College	Students	0.51	\$546
Library	1,000 SF GFA	48.96	\$52,338
Middle School/High School	Students	0.70	\$745
Private School (K-8)	Students	1.21	\$1,291
Private School (K-12)	Students	0.79	\$844
<b>MEDICAL</b>			
Animal-Veterinary Clinic	1,000 SF GFA	14.75	\$15,770
Clinic	1,000 SF GFA	22.03	\$23,549
Hospital	1,000 SF GFA	5.13	\$5,488
Nursing Home	Beds	0.84	\$893
<b>DINING</b>			
Coffee/Donut Shop with Drive-Thru	1,000 SF GFA	38.83	\$41,514
Coffee/Donut Shop w/o Drive-Thru	1,000 SF GFA	32.16	\$34,380
Drinking Place	1,000 SF GFA	28.29	\$30,238
Fast Food with Drive-Thru	1,000 SF GFA	49.35	\$52,752
Fast Food w/o Drive-Thru	1,000 SF GFA	44.10	\$47,146
Fine Dining Restaurant	1,000 SF GFA	14.50	\$15,502
High Turnover Restaurant (Sit Down)	1,000 SF GFA	17.13	\$18,308
<b>SERVICES</b>			
Bank (Walk-In)	1,000 SF GFA	20.20	\$21,590.61
Bank (Drive-In)	Drive-in Lanes	48.83	\$52,196.61
Hair Salon	1,000 SF GFA	2.82	\$3,010.97
<b>AUTOMOBILE</b>			
Automated Car Wash	1,000 SF GFA	23.64	\$25,274
Automobile Care Center	1,000 SF GFA	5.61	\$5,997
Automobile Parts/Service Center	1,000 SF GFA	3.72	\$3,972
Automobile Parts Sales	1,000 SF GFA	7.75	\$8,285
Automobile Sales (New)	1,000 SF GFA	5.04	\$5,384
Automobile Sales (Used)	1,000 SF GFA	7.80	\$8,343
Convenience Store/Gas Station	Fuel Positions	22.49	\$24,043
Gasoline/Service Station	Fuel Positions	16.60	\$17,743
Quick Lubrication Vehicle Shop	1,000 SF GFA	15.69	\$16,775
Self-Service Car Wash	Wash Stalls	9.22	\$9,861
Tire Store	1,000 SF GFA	7.80	\$8,343
<b>OTHER RETAIL</b>			
Building Materials and Lumber Store	1,000 SF GFA	3.75	\$4,005
Department Store	1,000 SF GFA	3.79	\$4,049
Discount Store	1,000 SF GFA	7.67	\$8,203
Free-Standing Discount Store	1,000 SF GFA	10.79	\$11,534
Furniture Store	1,000 SF GFA	0.68	\$725
Hardware/Paint Store	1,000 SF GFA	6.12	\$6,542
Home Improvement Superstore	1,000 SF GFA	3.69	\$3,940
Liquor Store	1,000 SF GFA	30.90	\$33,033
Nursery (Garden Center)	1,000 SF GFA	13.48	\$14,411
Drugstore w/ Drive-Thru	1,000 SF GFA	14.51	\$15,507
Drugstore w/o Drive-Thru	1,000 SF GFA	11.10	\$11,865
Shopping Center-Default	1,000 SF GFA	6.70	\$7,161
Sporting Goods Superstore	1,000 SF GFA	4.16	\$4,444
Supermarket	1,000 SF GFA	18.88	\$20,178
Tractor Supply Store	1,000 SF GFA	2.53	\$2,699

## Hypothetical Developments Assist in Right-Setting Impact Fee Amounts

- Single Family Residential
  - \$5,327 (water) + \$3,102 (wastewater) + \$4,989 (roadway) = \$13,418 total
- Fast Food Restaurant with Drive-Thru (5,000 SF, 2-inch water meter)
  - \$17,046 (water) + \$9,926 (wastewater) + \$263,760 (roadway) = \$290,732 total
- Sporting Goods Superstore (60,000 SF, 1.5-inch water meter)
  - \$10,654 (water) + \$6,204 (wastewater) + \$266,640 (roadway) = \$283,498 total

### Next Steps with anticipated dates:

- CIAC Presentation No. 1 – draft Land Use Assumptions – July 24, 2023
- CIAC Presentation No. 2A – updated Land Use Assumptions and draft CIP's (Roadway Impact Fees)– September 12, 2023
- CIAC Presentation No. 2B – updated Land Use Assumptions and draft CIP's (Water and Wastewater) – October 24, 2023
- City Council – Public Hearing for Approval of Land Use Assumptions and CIP's – December 7, 2023
- CIAC Presentation No. 3 – Draft Impact Fees – December 19, 2024
- Developer's Workshop with City Staff and CIAC – Mid-January 2024
- CIAC Presentation No. 4 – Draft Impact Fees – January 19, 2024
- City Council – Public Hearing for Approval of Impact Fees – February 1, 2024
- City Council – Adopt Impact Fee Ordinance (First Reading) – February 15, 2024
- City Council – Adopt Impact Fee Ordinance (Second Reading) – March 7, 2024

### In response to several questions, the following clarifications were made:

- The American Planning Association (APA) conducted a study and found that in general development did not lessen following the adoption of impact fees in a community.
- Chapter 395 does allow impact fee reductions for affordable housing.
- Per the local government code public School Districts may *not* be required to pay Impact Fees.
- The numbers presented today are the “maximum” fees that can be assessed.
- If nothing changes, all water rates for existing customers could increase by 50% to offset the costs of the required improvements.
- Some cities, such as Baytown and Rosenberg, allow for MUDs or TIRZs that allow for reimbursement of impact fees.
- The last City of Brenham water rate increase was a 5% increase on October 3, 2023.
- Fees for each category can be set at any rate up to the maximum.
- Impact fees can be adopted as a phased approach such as a percentage each year.

As this was a work session item, no formal action was taken.

## 5. Adjourn.

A motion was made by Calvin Kossie and seconded by Cayte Neil to adjourn the meeting at 2:45 pm. The motion carried unanimously.

*The City of Brenham appreciates the participation of our citizens, and the role of the Capital Improvements Advisory Committee (CIAC) in this decision-making process.*

*Certification of Meeting Minutes:*

\_\_\_\_\_  
Capital Improvements Advisory Committee

M. Keith Behrens  
Chair

January 23, 2024  
Meeting Date

\_\_\_\_\_  
Attest

Kim Hodde  
Staff Secretary

January 23, 2024  
Meeting Date