



# City of League City, TX

300 West Walker  
League City TX 77573

## Meeting Minutes City Council

---

Tuesday, November 13, 2018

5:00 PM

Council Chambers  
200 West Walker Street

---

### Council Work Session

The City Council of the City of League City, Texas, met in a work session in Council Chambers at 200 West Walker Street on the above date at 5:00 p.m.

**Mayor:**

**Pat Hallisey**

**City Council Members:**

**Dan Becker  
Hank Dugie  
Larry Millican  
Todd Kinsey  
Greg Gripon  
Keith Gross  
Nick Long**

**City Manager:**

**John Baumgartner**

**Assistant City Manager**

**Bo Bass**

**Assistant City Manager**

**Michael Kramm**

**City Attorney:**

**Nghiem Doan**

**City Secretary:**

**Diana M. Stapp**

**Chief of Police:**

**Gary Ratliff**

**Director of Budget/Project Management**

**Angie Steelman**

**Director of Engineering:**

**Christopher Sims**

**Director of Finance:**

**Allena Portis**

**Director of Human Resources/Civil Service:**

**Janet Shirley**

**Director of Parks & Cultural Services:**

**Chien Wei**

**Director of Planning/Development:**

**David Hoover**

**Director of Public Works:**

**Jody Hooks**

### **1. CALL TO ORDER AND ROLL CALL OF MEMBERS**

Mayor Hallisey called the meeting to order at 5:00 p.m. and called the roll. All members of Council were present except Mr. Gross and Mr. Becker.

Absent     2 -     Mr. Dan Becker and Mr. Keith Gross

**Present**     6 -     Mayor Pat Hallisey, Mr. Hank Dugie, Mr. Larry Millican, Mr. Todd Kinsey, Mr. Greg Gripon and Mr. Nick Long

**2.     PRESENTATION AND DISCUSSION REGARDING WATER AND WASTEWATER  
MASTER PLANS AND CAPITAL RECOVERY FEES**

**Jeff Peters of Ardurra Group and Richard Weatherly of Freese and Nichols gave the presentation and answered questions.**

**Overview of Master Plans**

**Existing Water/Wastewater Systems**

**Demand and Flow Projections**

**System Evaluation Criteria**

**Capital Improvement Plans**

**Capital Recovery Fees (CRF) 101**

**Overview of Master Plans**

- **Projected water demands and wastewater flows (5, 10, and 20 year)**
- **Identification of existing and future system deficiencies**
- **Prioritized, phased CIP with cost estimates and business case for recommended projects**
- **Very clear, easy to read CIP maps that show location and phasing of projects**
- **Comprehensive Master Plan Reports**

**Existing Water/Wastewater Systems**

- **3 Interconnects**
- **10 Booster Pump Station**
- **3 Elevated Storage Tanks**
- **500 miles of Water Pipes**
- **2 Water Reclamation Facilities**
- **74 Lift Stations**
- **340 miles of Wastewater Pipes**

**Demand and Flow Projections**

**Existing Population (2018) 102,635**

**Projected 10-year Population (2028) 142,091**

**Projected 20-year Population (2038) 206,827**

**System Evaluation Criteria**

- **Texas Commission on Environmental Quality**
- **Texas Local Government Code**

**Water - Chapter 290**

**Wastewater - Chapter 217**

**Water – Minimum System Pressure = 35 psi under normal conditions**

**Wastewater**

- 217.53(j)(3) that “an owner must ensure that the collection system has capacity to prevent a surcharge”
- 217.61(c) that “the firm pumping capacity of a lift station must handle the peak flow”

**What are Capital Recovery Fees (CRF)?**

**One-time charge assessed to new development for a portion of costs related to specific capital improvements. Systematic, structured approach to assessment of fees.**

**Types of Capital Recovery Fees**

**Roadway, Based on size and type of development, specific location (service area),  
Collected at time of building permit.**

**Water & Wastewater – Based on meter size, Collected at time of connection to system,  
Collected and applied citywide.**

**Both types of fees are calculated based on Service Units – units of development brought online**

**What can CRF’s pay for? Construction, Surveying, Land Acquisition, Debt Service  
Engineering (included in the Capital Recovery Fee, Capital Improvement Plan**

**: water supply, treatment, and distribution facilities**

**: wastewater collection and treatment facilities**

**CRF’s can also pay for required updates to the fee schedule, CRF CIP (not staff time, but  
contracted study updates)**

**Water/Wastewater Impact Fee Update**

**Develop Water/Wastewater Master Plan CIPs**

**Council Workshop: Master Plans and CRF 101**

**Develop Capital Recover Fee CIP (CIP: Capital Improvements Plan)**

**Conduct Impact Fee Calculations (Utilizing 2017 Land Use Assumptions Report)**

**CIAC Presentation & Discussion (CIAC: Capital Improvements Advisory Committee)**

**CIAC Provides Written Comments to Council**

**Public Hearing and Council Approval**

**Update Impact Fee Ordinance**

**Council Next Steps**

- **Council Resolution: January 8, 2019**
- **Posting in Newspapers: January 11, 2019**
- **Public Hearing and Council Approval February 12, 2019**
- **Approval within 30 days**

3. **PUBLIC COMMENTS**

16. **ADJOURNMENT**

Mayor Hallisey said, at 5:34 p.m. there being no further business the meeting was adjourned.

---

PAT HALLISEY  
MAYOR

---

DIANA M. STAPP  
CITY SECRETARY

(SEAL)

MINUTES APPROVED: February 12, 2019