

## Memorandum

To: Mayor and City Council Members  
Steve Parker, City Manager

From: Tim Howe, Water & Wastewater Director

Through: Rick Cortes, Deputy City Manager

Subject: Proposed On-Call Modeling Fee Adjustment

Date: March 19, 2024

The City of Seguin has been working with Freese and Nichols (FNI) since October 3, 2022; on this date city staff was authorized to enter into an agreement with FNI to perform “on-call modeling” of the water and wastewater utility in an effort to evaluate new developments and the timing and sizing of infrastructure. FNI services consists of the following:

1. Review of capital project timing and sizing;
2. Updating hydraulic models to include recently constructed projects;
3. Analyze proposed developments on existing infrastructure;
4. Project analysis and coordination with City staff and developers;
5. Perform various tasks related to the water and wastewater master plans.

This service has proven critical for the City to plan and execute capital improvement projects to meet the growing demand for water and wastewater service. Developers pay \$1,500 per utility per development for this service. This fee is intended to recover cost of service. To date, the City has modeled twenty-five water / wastewater scenarios for different developments. The average cost per task has been \$2,556.46

Staff has evaluated the current fees associated with this service and recommends increasing the current fee from \$1,500 to \$2,500 in an effort to recover cost of service. I will be available at the March 19<sup>th</sup> Council meeting and will be happy to address any questions or concerns.