

**CITY OF SULPHUR SPRINGS, TEXAS**

**SPECIAL MEETING OF THE**

**CITY COUNCIL**

**September 21, 2023**

**5:30 p.m.**

Mayor Sellers called the special meeting of the Sulphur Springs City Council to order at 5:40 p.m.

The following council members and staff were present:

Mayor John A. Sellers  
Mayor Pro Tem Harold Nash Sr.  
Councilman Jay W. Julian  
Councilman Oscar Aguilar  
Councilman Tommy Harrison  
Councilman Gary Spraggins

Absent: Councilman Tyler Law  
Marc Maxwell, City Manager

Staff: Natalie Burling, City Secretary  
Nate Smith, City Attorney  
Lesa Smith, Finance Director/Assistant City Manager  
Gordon Frazier, HR /Assistant City Manager  
Jason Ricketson, Chief of Police

**CALL TO ORDER**

Mayor Sellers called to order the special meeting of the Sulphur Springs City Council at 5:40 p.m.

**PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG, TEXAS FLAG, AND INVOCATION**

Mayor Sellers led in the pledge of allegiance to the United States Flag and the Pledge to the Texas Flag, and the invocation was led by Mayor Pro Tem Nash.

**DISCUSSION/ACTION ON PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 2843 ADOPTING THE FY 2024 BUDGET AND APPROPRIATING CERTAIN FUNDS AND DIRECTING THEIR EXPENDITURE**

Staff report was presented by Finance Director/Assistant City Manager Lesa Smith. This second reading of the budget ordinance includes all funds for next budget year which begins

on October 1<sup>st</sup>. This is a \$48,869,269 total budget that includes \$25,926,786 in operating costs, \$19,440,402 in capital costs, and \$3,502,081 for debt service and other contractual obligations. This budget removes \$100,000 in revenue from the general fund that was in the September 5<sup>th</sup> budget listed as Railroad Storage. No other changes have been made between September 5<sup>th</sup> and the 21<sup>st</sup>. There was no one else to speak to the issue. Councilman Spraggins made a motion to approve Ordinance No. 2843 as presented. Councilman Harrison seconded and the vote was as follows:

**Ayes: Nash, Aguilar, Harrison, Spraggins, Sellers**

**Noes: Julian**

**The motion carried.**

**DISCUSSION/ACTION ON PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 2836, SETTING THE TAX RATE FOR THE CITY OF SULPHUR SPRINGS FOR THE 2024 FISCAL YEAR**

Finance Director/Assistant City Manager Lesa Smith presented the staff report. Property tax rate is set at \$0.44 per \$100 of valuation as discussed in budget workshops. Taxes for properties on the tax roll as of January 1, 2023 will be assessed October 1, 2023. As stated below, the Local Government Code requires specific language for the motion, and the ordinance. The percentage increase in the motion is not the same as the percentage increase in the ordinance. The State requires different tax rate calculation for each one. The motion uses the no-new-revenue tax rate, and the ordinance uses the no-new-revenue maintenance & operations rate. As a reminder, although the tax rate is staying the same at \$0.44/\$100, the tax revenue is increasing and therefore state law says we must call this a tax increase. The Councilperson who makes the motion must say: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.44 per 100 dollars which is effectively a 12.33 percent increase in the tax rate."

There was no one else to speak to the issue. Councilman Augilar stated, "I move that the property tax rate be increased by the adoption of a tax rate of \$0.44 per 100 dollars which is effectively a 12.33 percent increase in the tax rate." Councilman Spraggins seconded and the vote was unanimous.

**The motion carried.**

**DISCUSSION/ACTION ON PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 2837 AMENDING WATER RATE ORDINANCE SETTING, NEW WATER RATES EFFECTIVE OCTOBER 1, 2023**

Finance Director/Assistant City Manager Lesa Smith presented the staff report. This ordinance shows rates as proposed at the August budget meetings. There was no one else to speak to the issue. Councilman Spraggins made a motion to approve the ordinance as presented. Councilman Julian seconded and the vote was unanimous.

**The motion carried.**

**DISCUSSION/ACTION ON PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 2838, AMENDING THE SEWER RATE ORDINANCE SETTING NEW SEWER RATES EFFECTIVE OCTOBER 1, 2023**

Finance Director/Assistant City Manager Lesa Smith presented the staff report. No changes have been made to this ordinance between the first and second readings. This ordinance shows rates as proposed at the August budget meetings. There was no one else to speak to the issue. Councilman Julian made a motion to approve the ordinance as presented. Councilman Nash seconded and the vote was unanimous.

**The motion carried.**

**DISCUSSION/ACTION ON PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 2839, AMENDING THE SANITATION RATE ORDINANCE SETTING NEW SANITATION RATES**

Finance Director/Assistant City Manager Lesa Smith presented the staff report. Sanitation rates in the ordinance are calculated at cost to the city with a projected 3% contract increase plus a 10% administration fee. As discussed in budget meetings, hand-collect rates will decrease. No changes to ordinance between 1<sup>st</sup> and 2<sup>nd</sup> Readings. There was no one else to speak to the issue. Councilman Spraggins made a motion to approve the ordinance as presented. Councilman Aguilar seconded and the vote was unanimous.

**The motion carried.**

**DISCUSSION/ACTION ON PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 2840 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SULPHUR SPRINGS, TEXAS, AMENDING ORDINANCE NO. 2824, THE MASTER FEE SCHEDULE FOR COSTS, FEES AND RATES ASSOCIATED WITH PERMITTING, UTILITY SERVICES AND OTHER SERVICES PROVIDED BY THE CITY**

Finance Director/Assistant City Manager Lesa Smith presented the staff report. The purpose of user fees are for the City to recoup the cost (or most of the cost) of providing a service to an individual benefactor rather than putting the burden on all citizens. Staff has reviewed fees and is recommending that the fees below be increased.

**Exhibit A**

**City of Sulphur Springs Master Fee Schedule**

| Description                                      | Section of Code of Ordinances | Fee Amount |
|--------------------------------------------------|-------------------------------|------------|
| <b>City-Wide</b>                                 |                               |            |
| Credit Card Fee (except specialty airport cards) | N/A                           | 2.3%       |
| Returned Check                                   | N/A                           | \$35       |
| Tax Certificate                                  | 23.14                         | \$10       |
| <b>Airport-Net of CC transaction Cost</b>        |                               |            |

|                                                                                                   |     |             |
|---------------------------------------------------------------------------------------------------|-----|-------------|
| Hangar Building 44, Community Space, Monthly                                                      | N/A | \$150.00    |
| Hangar Building 44, Private Space, Monthly                                                        | N/A | \$175.00    |
| T-Hangar Building 27, Bi-fold Door, Monthly                                                       | N/A | \$220.00    |
| T-Hangar Building 25, Community Space, No Door, Monthly                                           | N/A | \$120.00    |
| 100x100 Community Hangar- By Aircraft Size, Monthly                                               | N/A | \$250-\$650 |
| Land Lease Unimproved / no utilities- Per Sq. Ft.- Annual                                         | N/A | \$0.15      |
| Land Lease Improved / Utilities- Per Sq. Ft- Annual                                               | N/A | \$0.20      |
| Land leases Midfield Ramp- Per Sq. Ft.- Annual                                                    | N/A | \$0.27      |
| Land Leases Taxiways D,H- Per Sq. Ft.- Annual                                                     | N/A | \$0.25      |
| Avgas- self service margin                                                                        | N/A | \$0.80      |
| Avgas- Full service margin                                                                        | N/A | \$1.05      |
| Jet A- Full service margin                                                                        | N/A | \$1.42      |
| Jet A- Over 1000 gallons per month (margin w/ CC) (Must be based out of Sulphur Springs Airport)  | N/A | \$1.07      |
| Jet A- Over 1000 gallons per month (margin w/o CC) (Must be based out of Sulphur Springs Airport) | N/A | \$0.92      |
| Unscheduled Airport callout fee                                                                   | N/A | \$100.00    |
| Aircraft Storage                                                                                  | N/A | \$300.00    |

#### **Animal Control**

|                                                       |      |              |
|-------------------------------------------------------|------|--------------|
| Dog Adoption Fees (Can be lowered if shelter is full) | N/A  | \$110.00     |
| Cat Adoption Fees (Can be lowered if shelter is full) | N/A  | \$85.00      |
| Drop off fee per animal (Animal Surrender)            | 5.33 | \$100.00     |
| Impoundment fee per animal                            | 5.33 | \$20 per day |

#### **Court**

Court fees as set by the State of Texas

#### **Fire Protection and Prevention**

|                                              |     |               |
|----------------------------------------------|-----|---------------|
| Fire Plan Review Fee                         | N/A | \$100.00      |
| Fire Alarm Review Fee                        | N/A | \$100.00      |
| Fire inspection for new and existing systems | N/A | \$50.00       |
| Re-inspection for new and existing systems   | N/A | \$150.00      |
| 2 Free false alarm calls per year            | N/A | \$0.00        |
| False alarm calls                            | N/A | \$200.00      |
| Outdoor Burning Permit - Pit Burn            | N/A | \$100 per day |
| Outdoor Burning Permit - Open Burn           | N/A | \$200 per day |

#### **Library**

|                                         |     |                                   |
|-----------------------------------------|-----|-----------------------------------|
| Library Book- Daily Late Fee            | N/A | \$0.20                            |
| Audiovisual Material- Daily Late Fee    | N/A | \$1.00                            |
| B&W Copies- per side with print         | N/A | \$0.20                            |
| Color Copies- per side with print       | N/A | \$1.00                            |
| Flash drive files to email per file     | N/A | \$3.00                            |
| Fax- per page plus cover- local         | N/A | \$1.00 per page, \$1.00 for cover |
| Fax- per page plus cover- long distance | N/A | \$1.00 per page, \$3.00 for cover |
| Fax- per page plus cover- international | N/A | \$1.00 per page, \$5.00 for cover |

|                           |     |                              |
|---------------------------|-----|------------------------------|
| Scanned document to Email | N/A | \$1.00 per page - Max \$3.00 |
| Lost or Damaged Items     | N/A | At cost of replacement       |
| Notary                    | N/A | \$6.00                       |

#### **Parks, Recreation & Events**

|                                                                          |     |               |
|--------------------------------------------------------------------------|-----|---------------|
| Tournament Field Rental- Per day, per field (with 3 hours of lights)     | N/A | \$130.00      |
| Hourly Field Rental - per hour, per field                                | N/A | \$25.00       |
| Lights for Field Rental- Use of lights for more than 3 hours (per field) | N/A | \$30 per hour |
| Park Baseball/Softball/ Soccer User Fee - Per Player Per Season          |     |               |
| Player resides in City of Sulphur Springs                                | N/A | \$14.00       |
| Player resides outside City of Sulphur Springs City Limits               | N/A | \$17.00       |
| Temporary Tournament Fences, Per Field                                   | N/A | \$50.00       |
| Gray's Building Rental, per day                                          | N/A | \$50.00       |
| Gray's Building Deposit                                                  | N/A | \$200.00      |
| Senior Center Rental (150 MLK Jr. Dr.) (0-4 hours)                       | N/A | \$25.00       |
| Buford Park Pavilion (0-2 hours)                                         | N/A | \$25.00       |
| Buford Park Pavilion (2-4 hours)                                         | N/A | \$50.00       |
| Buford Park Pavilion (4+ hours)                                          | N/A | \$75.00       |
| Buford Park Pavilion Deposit                                             | N/A | \$100.00      |
| Market Food Vendor Space for Market Season (May-Sept)                    | N/A | \$300.00      |
| Market Craft and Produce Vendor Space for Market Season                  | N/A | \$100.00      |
| Market Vendor Space for 1 day only                                       | N/A | \$10.00       |

#### **Streets and Sidewalks**

|                                                           |             |         |
|-----------------------------------------------------------|-------------|---------|
| Street Maintenance Fee - Per Residential Unit Per Month   | 21.64-21.73 | \$10.00 |
| Street Maintenance Fee - Per Multi- Family Unit Per Month | 21.64-21.73 | \$10.00 |
| Street Maintenance Fee- Per Commercial Unit Per Month     | 21.64-21.73 | \$22.50 |
| Street Maintenance Fee- Per Industrial Unit Per Month     | 21.64-21.73 | \$50.00 |

#### **Utilities**

|                                                                                                             |     |                                |
|-------------------------------------------------------------------------------------------------------------|-----|--------------------------------|
| 3/4" Meter Set Fee                                                                                          | N/A | \$180.00                       |
| 1" Meter Set Fee                                                                                            | N/A | \$260.00                       |
| 2" Meter Set Fee                                                                                            | N/A | \$1,485.00                     |
| Meter Tampering Fee                                                                                         | N/A | \$50.00                        |
| New Connect Fee                                                                                             | N/A | \$10.00                        |
| Fire Hydrant Meter New Connect Fee                                                                          | N/A | \$30.00                        |
| Trash Bags (32 gal)                                                                                         | N/A | At Cost plus 5% plus Sales Tax |
| Trash Bags (42 gal)                                                                                         | N/A | At Cost plus 5% plus Sales Tax |
| Disconnection Fee (added to all accounts on list as of 8 A.M. on cutoff day)                                | N/A | \$30.00                        |
| Reconnect Fee (for same day reconnect if paid before 4 P.M. on cutoff day or reconnected next business day) | N/A | \$0.00                         |
| Reconnect Fee (for same day reconnect, paid after 4 P.M.)                                                   | N/A | \$30.00                        |
| Residential Water Deposit                                                                                   | N/A | \$100.00                       |
| Commercial Deposit                                                                                          | N/A | \$200+                         |

|                                       |     |                                |
|---------------------------------------|-----|--------------------------------|
| Clean Up/Inspection Service           | N/A | \$25.00                        |
| Administration Fee for Mowing Liens   | N/A | \$125.00                       |
| Sewer Tap Fee- 4" no street cut       | N/A | \$1,890.00                     |
| Sewer Tap Fee- 4" w/ street cut       | N/A | \$3,990.00                     |
| Sewer Tap Fee- 6" no street cut       | N/A | \$2,050.00                     |
| Sewer Tap Fee- 6" w/ street cut       | N/A | \$4,250.00                     |
| Sewer Tap Fee- over 6"                | N/A | Calculated on individual basis |
| Grease Trap- W/ Street Cut            | N/A | \$3,990.00                     |
| Grease Trap- No Street Cut            | N/A | \$1,890.00                     |
| Grease Trap Inspection Fee- Per Month | N/A | \$13.50                        |
| Sewer Disconnect                      | N/A | \$200.00                       |
| Water Tap Fee- 3/4" no street cut     | N/A | \$2,070.00                     |
| Water Tap Fee- 3/4" w/ street cut     | N/A | \$4,390.00                     |
| Water Tap Fee- 1" no street cut       | N/A | \$2,070.00                     |
| Water Tap Fee- 1" w/ street cut       | N/A | \$4,390.00                     |
| Water Tap Fee- 2" no street cut       | N/A | \$3,740.00                     |
| Water Tap Fee- 2" w/ street cut       | N/A | \$5,910.00                     |
| Water Tap Fee- over 2"                | N/A | Calculated on individual basis |
| Garbage and trash collection rates    |     | Per section 14.22              |
| Water Rates                           |     | Per section 26.2.1             |
| Sewer and Surcharge Rates             |     | Per section 26.2 and 26.2.2    |

**Community Development Department**

- i. Additions greater than 10% of the footprint of buildings will be treated as new construction and be subject to new construction fees as outlined in #2 for the overall project.

**4. Other permit fees:**

- a. Fees are calculated based on valuation as outlined in Table 1 & determined based on applicant's project valuation or on square footage costs of structures as outlined in Table 2, whichever is greater. Table 2 is intended for **new construction only**.

| TABLE 1                 |                                                                                                                                  |
|-------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Total Valuation         | Building Permit Fee                                                                                                              |
| \$1.00-\$5,000          | \$50                                                                                                                             |
| 5,001-\$25,000          | \$50 for 1 <sup>st</sup> \$5,000 plus \$12.00 for each additional \$1,000 or fraction thereof; to and including \$25,000.        |
| \$25,001-\$50,000       | \$290 for 1 <sup>st</sup> \$25,000 plus \$10.00 for each additional \$1,000 or fraction thereof, to and including \$50,000.      |
| \$50,001-\$100,000      | \$540 for 1 <sup>st</sup> \$50,000 plus \$7.00 for each additional \$1,000 or fraction thereof, to and including \$100,000.      |
| \$100,001-\$500,000     | \$890 for 1 <sup>st</sup> \$100,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$500,000.     |
| \$500,001-- \$1,000,000 | \$2,690 for 1 <sup>st</sup> \$500,000 plus \$2.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000. |
| \$1,000,001 and up      | \$3,940 for 1 <sup>st</sup> \$1,000,000 plus \$1.25 for each additional \$1,000 or fraction thereof                              |

Under Table 1, a new construction commercial restaurant building that has a valuation of \$399,000, the permit fee would be \$2,235.50. To determine the minimum valuation of construction, refer to Table 2. An approximate 3,000 square foot restaurant that is constructed of (VB) construction would equate to \$399,000 valuation and would determine the baseline for a permit fee. This is based on information that a construction type (VB) restaurant costs \$133 per square foot to construct.

| <b>TABLE 2</b>                                                                                                                                                                                                                                                                                                               |            |            |             |             |              |              |           |           |           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------|-------------|-------------|--------------|--------------|-----------|-----------|-----------|
| <b>Square Foot Construction Costs based on Use Group</b>                                                                                                                                                                                                                                                                     |            |            |             |             |              |              |           |           |           |
| <b>Use Group defined in International Building Code</b>                                                                                                                                                                                                                                                                      | <b>I-A</b> | <b>I-B</b> | <b>II-A</b> | <b>II-B</b> | <b>III-A</b> | <b>III-B</b> | <b>IV</b> | <b>VA</b> | <b>VB</b> |
| A-1 Assembly, theaters, with stage                                                                                                                                                                                                                                                                                           | 229        | 221        | 216         | 207         | 194          | 189          | 200       | 178       | 171       |
| A-1 Assembly, theaters, without stage                                                                                                                                                                                                                                                                                        | 210        | 202        | 196         | 188         | 175          | 170          | 181       | 158       | 152       |
| A-2 Assembly, nightclubs                                                                                                                                                                                                                                                                                                     | 179        | 174        | 169         | 162         | 153          | 149          | 157       | 138       | 134       |
| A-2 Assembly, restaurants, bars, banquet halls                                                                                                                                                                                                                                                                               | 178        | 173        | 167         | 161         | 151          | 148          | 156       | 136       | 133       |
| A-3 Assembly, churches                                                                                                                                                                                                                                                                                                       | 212        | 204        | 198         | 190         | 178          | 172          | 183       | 161       | 154       |
| A-3 Assembly, general, community halls, libraries, museums                                                                                                                                                                                                                                                                   | 176        | 169        | 162         | 154         | 141          | 137          | 148       | 125       | 119       |
| A-4 Assembly, arenas                                                                                                                                                                                                                                                                                                         | 209        | 201        | 194         | 187         | 173          | 169          | 180       | 156       | 151       |
| B Business                                                                                                                                                                                                                                                                                                                   | 182        | 176        | 170         | 161         | 147          | 142          | 155       | 129       | 123       |
| E Educational                                                                                                                                                                                                                                                                                                                | 194        | 187        | 182         | 173         | 162          | 154          | 167       | 141       | 137       |
| F-1 Factory and industrial, moderate hazard                                                                                                                                                                                                                                                                                  | 109        | 104        | 98          | 94          | 85           | 81           | 90        | 71        | 66        |
| F-2 Factory and industrial, low hazard                                                                                                                                                                                                                                                                                       | 108        | 103        | 98          | 93          | 85           | 80           | 89        | 71        | 65        |
| H-1 High Hazard, explosives                                                                                                                                                                                                                                                                                                  | 102        | 97         | 92          | 87          | 79           | 74           | 83        | 65        | N.P.      |
| H234 High Hazard                                                                                                                                                                                                                                                                                                             | 102        | 97         | 92          | 87          | 79           | 74           | 83        | 65        | 59        |
| H-5 HPM                                                                                                                                                                                                                                                                                                                      | 182        | 176        | 170         | 161         | 147          | 142          | 155       | 129       | 123       |
| I-1 Institutional, supervised environment                                                                                                                                                                                                                                                                                    | 183        | 177        | 172         | 165         | 152          | 148          | 165       | 136       | 132       |
| I-2 Institutional, hospitals                                                                                                                                                                                                                                                                                                 | 307        | 301        | 295         | 286         | 271          | N.P.         | 280       | 253       | N.P.      |
| I-2 Institutional, nursing homes                                                                                                                                                                                                                                                                                             | 213        | 206        | 200         | 192         | 179          | N.P.         | 185       | 161       | N.P.      |
| I-3 Institutional, restrained                                                                                                                                                                                                                                                                                                | 208        | 201        | 195         | 187         | 174          | 167          | 180       | 156       | 148       |
| I-4 Institutional, day care facilities                                                                                                                                                                                                                                                                                       | 183        | 177        | 172         | 165         | 152          | 148          | 165       | 136       | 132       |
| M Mercantile                                                                                                                                                                                                                                                                                                                 | 133        | 128        | 122         | 117         | 107          | 104          | 111       | 92        | 89        |
| R-1 Residential hotels                                                                                                                                                                                                                                                                                                       | 185        | 179        | 174         | 166         | 153          | 149          | 167       | 137       | 133       |
| R-2 Residential, multiple family                                                                                                                                                                                                                                                                                             | 155        | 149        | 144         | 137         | 124          | 120          | 137       | 108       | 104       |
| R-4 Residential, care/assisted living facilities                                                                                                                                                                                                                                                                             | 183        | 177        | 172         | 165         | 152          | 148          | 165       | 136       | 132       |
| S-1 Storage, moderate hazard                                                                                                                                                                                                                                                                                                 | 101        | 96         | 90          | 86          | 77           | 73           | 82        | 63        | 58        |
| S-2 Storage, low hazard                                                                                                                                                                                                                                                                                                      | 100        | 95         | 90          | 85          | 77           | 72           | 81        | 63        | 57        |
| <b>For more complete definitions, please refer to Chapter 6 of the International Building Code.</b>                                                                                                                                                                                                                          |            |            |             |             |              |              |           |           |           |
| N.P. means Not Permitted.                                                                                                                                                                                                                                                                                                    |            |            |             |             |              |              |           |           |           |
| Types I and II are those types of construction in which the building elements are of non-combustible materials except as permitted in the Code. (Typically associated with high rise to strip center type development)                                                                                                       |            |            |             |             |              |              |           |           |           |
| Type III type of construction in which exterior walls are of non-combustible materials and interior building elements are of materials permitted by code. (Load bearing walls are non-combustible)                                                                                                                           |            |            |             |             |              |              |           |           |           |
| Type IV is heavy timber construction. (Not common in this area)                                                                                                                                                                                                                                                              |            |            |             |             |              |              |           |           |           |
| Type V construction is the type of construction in which structural elements, exterior walls and interior walls are of any materials permitted by code. (Most common in residential construction and smaller commercial buildings)                                                                                           |            |            |             |             |              |              |           |           |           |
| Type A means that building elements are fire protected.                                                                                                                                                                                                                                                                      |            |            |             |             |              |              |           |           |           |
| Type B means that building elements are not fire protected.                                                                                                                                                                                                                                                                  |            |            |             |             |              |              |           |           |           |
| Square footage is calculated based on total square footage under a roof.                                                                                                                                                                                                                                                     |            |            |             |             |              |              |           |           |           |
| Mixed use occupancies can be calculated based on square footage of each classification. An example would be an office/warehouse use where 200 square feet of the building is classified as office (B- Business) space and 1,000 square feet of warehousing (S-2 Storage) space, totaling 1,200 square feet of building area. |            |            |             |             |              |              |           |           |           |

## 1. Other inspections and fees:

### a. Remodeling is based on a per unit basis.

- |      |                                                    |   |         |
|------|----------------------------------------------------|---|---------|
| i.   | Commercial remodel under 2,500 square feet         | = | \$200   |
| ii.  | Commercial remodel between 2,501-4,999 square feet | = | \$500   |
| iii. | Commercial remodel greater than 5,000 square feet  | = | \$1,000 |

- iv. Attached additions that are less than 5% of the building footprint can be considered a remodel depending on the overall scope of the project. However, any additions that exceed 5% of the overall building footprint will be treated as new construction for that area and be subject to a separate permit unless stated elsewhere in this section or by ordinance.
- b. Plumbing work & sprinkler system fee per unit
  - i. Requires building permit as outlined in Table 1 for non-residential projects. For one and two-family residential projects, the fee will be \$75
- c. Mechanical work fees per unit
  - i. Requires building permit as outlined in Table 1 for non-residential projects. For one and two-family residential projects, the fee will be \$75
- d. Electrical work fees per unit
  - i. Requires building permit as outlined in Table 1 for non-residential projects. For one and two-family residential projects, the fee will be \$75

|                                                                                                    |   |       |
|----------------------------------------------------------------------------------------------------|---|-------|
| e. Mobile home permit                                                                              | = | \$50  |
| f. Temporary mobile office or job trailer permit                                                   | = | \$100 |
| g. Building re-inspection fee                                                                      | = | \$40  |
| h. Stop work order fee                                                                             | = | \$100 |
| i. Inspection outside normal hours                                                                 | = | \$150 |
| j. Demolition permit                                                                               | = | \$50  |
| k. House moving permit                                                                             | = | \$50  |
| l. Roofing permit                                                                                  | = | \$50  |
| i. A permit will only be required when decking is replaced.                                        |   |       |
| m. Private swimming pool                                                                           | = | \$50  |
| n. Fences and walls                                                                                | = | \$40  |
| o. Driveway                                                                                        | = | \$50  |
| p. Temporary mobile home permit                                                                    | = | \$50  |
| q. Driveway tie-in                                                                                 | = | \$350 |
| r. Signs up to 100 sq. ft.                                                                         | = | \$50  |
| s. Signs over 100 sq. ft.                                                                          | = | \$100 |
| t. Patio (concrete slab structure)                                                                 | = | \$50  |
| u. Parking lot up to twenty spaces                                                                 | = | \$50  |
| v. Parking lot more than twenty spaces                                                             | = | \$200 |
| w. Certificate of occupancy inspection (commercial)                                                | = | \$200 |
| x. Utility, accessory detached structures equal to or under 200 sq. ft.                            | = | \$40  |
| i. Any habitable space would fall under Table 2 and be subject to supplemental valuation and fees. |   |       |
| y. Utility, accessory detached structures over 200 sq. ft.                                         | = | \$100 |

- i. Any habitable space would fall under Table 2 and be subject to supplemental valuation and fees.
- z. Outside consultants for plan checking and inspections or both = Actual costs
  - i. Actual costs are the amount billed to the City for services

## **2. Zoning & Plat Permits and Fees:**

|                                                                                                                                                                                                                                          |   |       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|-------|
| a. Zoning verification & compliance                                                                                                                                                                                                      | = | \$30  |
| <ul style="list-style-type: none"> <li>i. When requested, staff can provide written responses to applicants inquiring about facts of property relating to land use and whether a particular use can meet ordinance standards.</li> </ul> |   |       |
| b. Administrative review                                                                                                                                                                                                                 | = | \$60  |
| <ul style="list-style-type: none"> <li>i. Review proposed site plans and provide written comments back to applicants on appropriate steps needed to move forward with the project.</li> </ul>                                            |   |       |
| c. Special use permit                                                                                                                                                                                                                    | = | \$350 |
| d. Variance                                                                                                                                                                                                                              | = | \$350 |
| e. Zoning change                                                                                                                                                                                                                         | = | \$350 |
| f. Preliminary plat                                                                                                                                                                                                                      | = | \$60  |
| g. Replat                                                                                                                                                                                                                                | = | \$200 |
| <ul style="list-style-type: none"> <li>i. Plus recording fee as established by County</li> </ul>                                                                                                                                         |   |       |
| h. Minor plat                                                                                                                                                                                                                            | = | \$200 |
| <ul style="list-style-type: none"> <li>i. Plus recording fee as established by County</li> </ul>                                                                                                                                         |   |       |
| i. Final plat                                                                                                                                                                                                                            | = | \$300 |
| <ul style="list-style-type: none"> <li>i. Plus recording fee as established by County</li> </ul>                                                                                                                                         |   |       |

## **3. Health Permits and Inspections:**

|                                                                                       |   |       |
|---------------------------------------------------------------------------------------|---|-------|
| a. Health plan review                                                                 | = | \$150 |
| b. Food establishment permit/inspection                                               | = | \$300 |
| <ul style="list-style-type: none"> <li>i. Food establishment re-inspection</li> </ul> | = | \$150 |
| c. Mobile food vendor permit/inspection (valid 6 months)                              | = | \$150 |
| <ul style="list-style-type: none"> <li>i. Re-inspection if failed</li> </ul>          | = | \$150 |
| d. Public swimming pool inspection                                                    | = | \$300 |
| <ul style="list-style-type: none"> <li>i. Re-inspection if failed</li> </ul>          | = | \$150 |

## **4. Miscellaneous:**

|                                                                                                |   |       |
|------------------------------------------------------------------------------------------------|---|-------|
| a. Development Management Manual                                                               | = | \$100 |
| b. Photocopy or reproducible 8.5 x 11                                                          | = | *Free |
| <ul style="list-style-type: none"> <li>i. * 10 cents per page over ten pages</li> </ul>        |   |       |
| c. Photocopy or reproducible of 11 x 17                                                        | = | *Free |
| <ul style="list-style-type: none"> <li>i. *50 cents per page for more than one page</li> </ul> |   |       |
| d. Photocopy or reproducible of 24 x 36                                                        | = | \$5   |
| e. Computer generated maps 11 x 17                                                             | = | \$10  |
| f. Computer generated maps 24 x 36                                                             | = | \$20  |

No changes made to Ordinance in between 1<sup>st</sup> and 2<sup>nd</sup> Readings. Councilman Julian made a motion to approve the ordinance as presented. Councilman Nash seconded and the vote was unanimous.

**The motion carried.**

**DISCUSSION/ACTION ON PUBLIC HEARING AND SECOND AND FINAL READING OF ORDINANCE NO. 2841, AUTHORIZATION OF UPDATED SERVICE CREDITS**

Human Resources Director/Assistant City Manager Frazier presented the staff report. Staff recommends the city continues with the updated service credits for all current full time employees. We choose to act on this annually, so we have the option to discontinue at any time, which we have done for periods in the past. Our 2024 TMRS contribution rate is 7.62% without updated service credits and increases to a total rate of 8.08% with the adoption of updated service credits. The cities funded ratio will decrease slightly from 97.4% to 96.7%. The additional cost of the updated service credits are estimated at \$41,096.14 for 2024 fund year. Updated Service Credits enhance each retirement account of current employees for inflationary factors above specific thresholds. Inflation decreases your buying power if you are on a fixed income, or if a lot of your retirement is based on the value of money from retirement contributions made early in your career while at a much lower wage. The higher inflation is over time combined with a large salary increase, the more problematic the issue can become. Updated Service Credits apply an actuarial formula to help mitigate that issue account by account. There was no one else to speak to the issue. Councilman Aguilar made a motion to approve the ordinance as presented. Councilman Julian seconded and the vote was unanimous.

**The motion carried.**

**ADJOURN**

With all business complete the meeting was adjourned at 5:45 p.m.