



CITY OF TEXARKANA

CITY COUNCIL

MINUTES • AUGUST 26, 2024

Council Chambers

Regular Meeting

6:00 PM

220 TEXAS BLVD., TEXARKANA, TX 75501

I. CALL TO ORDER, ROLL CALL, ESTABLISHMENT OF QUORUM

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Mary Hart	Ward 2	Present	
Steve Thompson	Ward 3	Present	
Christie Page	Ward 4	Present	
Cole Meador	Ward 5	Present	
Jay Davis	Ward 6	Present	

Staff Present: City Manager David Orr, Jennifer Evans, Kristin Peebles, Reed Russell, Dusty Henslee, Ross Cowling, Brooke Stone, Kenny Icenhower, Mashell Daniel, Lisa Thompson, J.W. Bramlett, Tricia Briggs, Chris Black, Karey Parker, Vashil Fernandez, and David Waldroup.

Municipal Court: Judge Sherry Jackson Hawkins.

Legal Counsel: Jeff Lewis.

II. INVOCATION AND PLEDGE LED BY COUNCIL MEMBER MARY HART

III. WATER SERVICE LINE INVENTORY PROJECT - BY TWU

David Waldroup, Environmental Engineer of Texarkana Water Utilities, shared a presentation about the water service line inventory project that is a nationwide requirement for all water utilities. This water service line inventory is mandated by directives issued by the U.S. Environmental Protection Agency.

Mayor Bruggeman asked Mr. Waldroup to provide future updates on the progress of the project.

IV. RITTER COMMUNICATIONS - BY MARK MCHALE

Mark McHale, Vice President of Public Affairs and Community Relations, shared a presentation about the work Ritter Communications is doing in Texarkana and future projects

planned for the community. Ritter Communications is a telecommunications provider offering broadband fiber, telecom, video, and cloud and data center services.

V. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings

Monday, September 9, 2024, at 6:00 p.m.

Monday, September 23, 2024, at 6:00 p.m.

VI. OPEN FORUM: COMMENTS FROM THE PUBLIC

Per Council rules, comment time is limited to five minutes, or ten minutes if using a translator. Before comments are made, a speaker must complete an information sheet and give to the City Secretary. If your comment pertains to an agenda item with a scheduled public hearing or public comment, the Council requires that you make your comment at that time; you do not need to complete an information sheet.

There were no public comments made at Open Forum.

VII. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

Council Member Page recommended the reappointment of Alice Coleman to the Historic Landmark Preservation Committee.

Council Member Matlock recommended the reappointment of Carolyn Moore to the Building & Standards Commission.

Motion to make reappointments to various boards, commissions, and committees.

(6:25 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jay Davis, Ward 6
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

VIII. ITEMS FOR CONSIDERATION

Consent Items

(6:27 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Hart, Ward 2
SECONDER:	Christie Page, Ward 4
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

1. Consider approval of the minutes of the Regular Meeting of the City Council held on August 12, 2024 at 6:00 PM.

2. Ordinance No. 2024-097 acknowledging receipt of a grant in the amount of Seven Thousand Five Hundred Dollars (\$7,500) from the AKC Reunite Organization to purchase a K9 dog and amending budgeted revenue and expenditures in the General Fund (Fund 101) for the fiscal year ending September 30, 2024 to include the grant.

Public Hearing:

Council Vote: August 26, 2024

3. Resolution No. 2024-102 authorizing the City Manager to execute a one-time agreement with MTG Engineers and Surveyors, Inc. of Texarkana, Texas, in an amount not to exceed \$165,000, with funds budgeted from the 2022 Bond Fund (Fund 425), to supply the design, surveying, and drawings for the Waco Street Reconstruction Project.

Public Hearing:

Council Vote: August 26, 2024

Action Items

[There were no action items considered at this meeting.]

IX. FIRST BRIEFINGS

1. Ordinance No. 2024-098 amending PD-99-14 for site plan approval on Lot 6, Block 1, Brookwood Acres, located at 210-212 Cheyenne Place. Jason Nguyen, owner and Kayla Wood, MTG Engineers and Surveyors, agent.

Public Hearing: September 9, 2024

Council Vote: September 9, 2024

Mashell Daniel briefed this agenda item.

RESULT:

MOVED FORWARD

Next: 9/9/2024 6:00 PM

2. Ordinance No. 2024-099 amending PD-79-6 for site plan approval on an approximate 5.643-acre tract of land (being Tracts 71A and 72), Thomas Price HRS, A-466, located at 524 Sowell Lane. Jason Simmons, representative of the Westside Church of Christ, owner and David Williams, MTG Engineers and Surveyors, agent.

Public Hearing: September 9, 2024

Council Vote: September 9, 2024

Mashell Daniel briefed this agenda item.

RESULT: MOVED FORWARD**Next: 9/9/2024 6:00 PM**

3. Ordinance No. 2024-100 granting a Specific Use Permit for one additional use of tattooing on Lots 7 and 8, Block 108, City Triggs Addition, located at 1002 Wood Street. Bryan Callaway, owner and Joaquin Hernandez, agent.

Public Hearing: September 9, 2024

Council Vote: September 9, 2024

Mashell Daniel briefed this agenda item.

RESULT: MOVED FORWARD**Next: 9/9/2024 6:00 PM**

4. Resolution No. 2024-101 authorizing continuation of applying FY 2024 water production rate of \$1.2606 per 1,000 gallons to the FY 2025 water supply contract billing for all Member Entities with joint ownership interest in the Highway 82 water transmission line, with the funds accumulated in excess of the calculated FY 2025 water production cost of \$1.0895 per 1,000 gallons deposited in an interest-bearing account dedicated to fund the upcoming project to relocate a portion of the jointly-owned Highway 82 water transmission line.

Public Hearing: September 9, 2024

Council Vote: September 9, 2024

City Manager Orr briefed this agenda item.

RESULT: MOVED FORWARD**Next: 9/9/2024 6:00 PM**

X. PUBLIC HEARINGS

1. Resolution No. 2024-077 updating the Citizens Petition Policy focusing on petition requirements to address matters currently before the City Council for consideration at an upcoming meeting.

Public Hearing: August 26, 2024

Council Vote: August 26, 2024

There were no public comments made at this hearing.
(6:36 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christie Page, Ward 4
SECONDER:	Jay Davis, Ward 6
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

2. Resolution No. 2024-089 adopting revisions to the Employee Policy Manual for an effective date of October 1, 2024.

Public Hearing: August 26, 2024
Council Vote: August 26, 2024

There were no public comments made at this hearing.
(6:37 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jay Davis, Ward 6
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

3. Resolution No. 2024-091 authorizing the City Manager to execute a contract with Johnson Controls, Inc., of Fort Worth, Texas, to install an Advanced Metering Infrastructure System with a Leak Detection Monitoring System in combination with Satellite Based Leak Detection, in an amount not to exceed \$18,169,793, with the Texas portion not to exceed \$10,231,625, with funds available in the 2023 Bond Construction Fund.

Public Hearing: August 26, 2024
Council Vote: August 26, 2024

There were no public comments made at this hearing.
(6:38 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Hart, Ward 2
SECONDER:	Christie Page, Ward 4
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis

4. Ordinance No. 2024-092 amending the budget estimate of the revenues and expenditures for the fiscal year ending September 30, 2024, and adopting the budget and appropriating resources for the fiscal year beginning October 1, 2024, and ending September 30, 2025. (ROLL CALL VOTE)

Public Hearing: August 26, 2024
Council Vote: September 9, 2024

There were no public comments made at this hearing.
(6:39 p.m.)

RESULT: POSTPONED**Next: 9/9/2024 6:00 PM**

5. Resolution No. 2024-096 approving the fiscal year 2025 Master Fee List, including reauthorization of building permit fees.

Public Hearing: August 26, 2024
Council Vote: August 26, 2024

There were no public comments made at this hearing. Kristin Peeples updated council about the five new fees, added to the Master Fee List, for Swanger Baseball Complex.
(6:42 p.m.)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Christie Page, Ward 4
SECONDER: Jay Davis, Ward 6
AYES: Matlock, Hart, Thompson, Page, Meador, Davis

XI. CITY MANAGER'S REPORT

August Sales Tax Update

Sales tax receipts for the month of August (June sales) totaled \$1,999,617.60 a decrease of 2.22% compared to the same month in the prior year. Fiscal year to date collections totaled \$16,174,539.82, a decrease of \$237,555.33 (-1.45%) compared to last year. Excluding the February adjustments from a local energy company, fiscal year to date collections would have totaled \$16,592,284.82, an increase of \$180,189.67 (1.10%) compared to last year.

TIFMAS (Texas Intrastate Fire Mutual Aid System) Deployments

The city has had multiple TTFD teams deployed to Burkburnett (North of Wichita Falls) since August 1st that are all part of TIFMAS Strike Team 183. Over the past week, more than 60 wildfires have burned more than 10,000 acres across Texas.

TIFMAS is the Texas Intrastate Fire Mutual Aid System, which is a collaboration of fire departments across the state. Texarkana is a member of the east branch of the TIFMAS system which covers from Paris to Beaumont. TIFMAS deployments are fully covered financially and reimbursable to the city. Staff members are proud to help other Texas communities in need and they represent the city well.

Texarkana Youth Advisory Council Applications Open

Texarkana Youth Advisory Council (TYAC) applications are now open for high school students in grades 10-12 through September 6th. Students are encouraged to visit the website below or see their high school counselor to apply.

<https://texarkanatexas.gov/formcenter/city-management-7/city-of-texarkana-board--commission--c-75>

Save the Dates: Parks Master Plan public meetings are scheduled for the following dates: Wednesday, September 4th, Thursday, December 5th and Tuesday, February 11th.

Meetings will begin at 6:30 p.m. and will be held at the Texarkana Convention Center. Please join in as the Texarkana Parks & Recreation Master Plan is updated for future growth and capital park projects.

XII. ADMINISTRATIVE COMMENTS

1. City Council

Council had no administrative comments for staff.

2. City Staff

Staff had no administrative comments for council.

XIII. ADJOURNMENT

A motion was made to adjourn the meeting.
(6:45 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Thompson, Page, Meador, Davis



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor



CITY OF TEXARKANA

CITY COUNCIL

MINUTES • AUGUST 12, 2024

Council Chambers

Regular Meeting

6:00 PM

220 TEXAS BLVD., TEXARKANA, TX 75501

I. CALL TO ORDER, ROLL CALL, ESTABLISHMENT OF QUORUM

Attendee Name	Title	Status	Arrived
Bob Bruggeman	Mayor	Present	
Jean H. Matlock	Ward 1	Present	
Mary Hart	Ward 2	Present	
Vacant Seat	Ward 3	Absent	
Christie Page	Ward 4	Present	
Cole Meador	Ward 5	Present	
Jay Davis	Ward 6	Present	
Steve Thompson	Ward 3	Excused	

Staff Present: City Manager David Orr, Jennifer Evans, Kristin Peebles, J.W. Bramlett, Reed Russell, Brooke Stone, Matt Cashatt, Chris Black, Chiquita Burks, Kenny Icenhower, Robby Robertson, Tricia Briggs, Vashil Fernandez, and Brandon Uselton.

Legal Counsel: Jeff Lewis.

Municipal Court: Judge Sherry Jackson Hawkins.

II. INVOCATION AND PLEDGE LED BY MAYOR BOB BRUGGEMAN

III. SWEARING-IN CEREMONY FOR WARD 3 COUNCIL MEMBER STEVE THOMPSON

After being sworn-in, Council Member Thompson said he knows he has a lot of work to do, but it's an honor to fill the shoes of, and the legacy in memoriam, for Council Member Betty Williams.

He accepts the responsibility to well represent the people of Ward 3, the city, state, and United States and to make the best of serving in his new role.

Mayor Bruggeman presented Council Member Thompson with a Certificate of Election and city lapel pin. Mr. Thompson was joined by his wife Lisa.

Minutes Acceptance: Minutes of Aug 12, 2024 6:00 PM (Consent Items)



IV. MAYOR'S REMARKS AND ITEMS OF COMMUNITY INTEREST

Upcoming City Council Meetings

Monday, August 26, 2024, at 6:00 p.m.

Monday, September 9, 2024 at 6:00 p.m.

Monday, September 23, 2024 at 6:00 p.m.

Mayor Bruggeman welcomed and congratulated Dr. Robin Hickerson for her new position as the Texarkana Chamber of Commerce CEO/President.

V. OPEN FORUM: COMMENTS FROM THE PUBLIC

Per Council rules, comment time is limited to five minutes, or ten minutes if using a translator. Before comments are made, a speaker must complete an information sheet and give to the City Secretary. If your comment pertains to an agenda item with a scheduled public hearing or public comment, the Council requires that you make your comment at that time; you do not need to complete an information sheet.

Corey Robinson asked the city for help with tree limbs hanging down at Bertha & Sulphur Streets, a pothole on Sulphur Street near North Street, and a blocked drain on North Street that causes flooding which makes it impassable for cars.

Laney Harris expressed concerns of a Texarkana, Texas, police officer asking for his personal identifiable information when he was pulled over at 38th Street & State Line Avenue on Friday, August 9th.

Minutes Acceptance: Minutes of Aug 12, 2024 6:00 PM (Consent Items)

VI. APPOINTMENTS TO BOARDS, COMMISSIONS, AND COMMITTEES

Council Member Davis recommended the new appointment of Chloe Young to the Keep Texarkana Beautiful Board.

Council Member Meador recommended the reappointments of Kelly Mitchell, Jason Thomson, Josh Andrus, and Mike Malone to the TIRZ Board.

Council confirmed the appointment of Council Member Thompson to the Bi-State/IAC Committee, a position formerly held by Council Member Betty Williams.

Motion to confirm new appointments and reappointments to various boards, commissions, and committees.

(6:21 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Jay Davis, Ward 6
AYES:	Matlock, Hart, Page, Meador, Davis, Thompson
ABSENT:	Seat

VII. ITEMS FOR CONSIDERATION***Consent Items***

(6:22 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Christie Page, Ward 4
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Page, Meador, Davis, Thompson
ABSENT:	Seat

1. Consider approval of the minutes of the Regular Meeting of the City Council held on July 16, 2024 at 6:00 PM.
2. Resolution No. 2024-088 authorizing the City Manager to purchase necessary computers and computer accessories from Dell, Inc. of Round Rock, Texas, through the Texas Department of Information Resources (TX DIR) contract #TX DIR-TSO-3763, in an amount not to exceed \$74,929.32 with funds budgeted in the Technology Fund (Fund 115).

Public Hearing:

Council Vote: August 12, 2024

3. Order No. 2024-090 correcting Section 1 of Resolution No. 2024-075 to reflect Liberty-Eylau Independent School District as the contracting party to the approved interlocal agreement for fire protection and emergency management services. [Minute order only.]

Action Items

4. Resolution No. 2024-027 approving a "Solar Carport Airport Lease" between the Texarkana Regional Airport as Lessee and the City of Texarkana, Arkansas, as Lessor/Owner.

Public Hearing:

Council Vote: August 12, 2024

Paul Mehrlich, Texarkana Regional Airport Director, briefed this agenda item.
(6:25 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jay Davis, Ward 6
SECONDER:	Cole Meador, Ward 5
AYES:	Matlock, Hart, Page, Meador, Davis, Thompson
ABSENT:	Seat

5. Resolution No. 2024-084 authorizing the City Manager to accept a donation of approximately 17 acres of land, in the Falvey Industrial Park, from the Texarkana USA Chamber of Commerce for economic development purposes.

Public Hearing:

Council Vote: August 12, 2024

(6:27 p.m.)

Minutes Acceptance: Minutes of Aug 12, 2024 6:00 PM (Consent Items)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mary Hart, Ward 2
SECONDER:	Christie Page, Ward 4
AYES:	Matlock, Hart, Page, Meador, Davis, Thompson
ABSENT:	Seat

6. Resolution No. 2024-094 acknowledging submission of the Texas Tax Code calculations of the City's "no-new-revenue tax rate" of \$0.619350 per \$100 of assessed valuation and "voter-approval tax rate" of \$0.650392 per \$100 of assessed valuation; proposing a tax rate of \$0.650000 per \$100 of assessed valuation for the fiscal year beginning October 1, 2024, and ending September 30, 2025; and authorizing public notice of the proposed tax rate. [Note: This resolution, if passed by the City Council, does not adopt a tax rate, but rather proposes for publication the same tax rate adopted last year. A public hearing and Council record vote to adopt a proposed tax rate will be held on September 9, 2024.] (RCV)

Public Hearing:

Council Vote: August 12, 2024

Kristin Peeples briefed this agenda item. The Mayor asked the City Secretary for a roll call vote.

(6:30 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jay Davis, Ward 6
SECONDER:	Mary Hart, Ward 2
AYES:	Matlock, Hart, Page, Meador, Davis, Thompson
ABSENT:	Seat

VIII. FIRST BRIEFINGS

1. Resolution No. 2024-077 updating the Citizens Petition Policy focusing on petition requirements to address matters currently before the City Council for consideration at an upcoming meeting.

Public Hearing: August 26, 2024

Council Vote: August 26, 2024

City Attorney Lewis briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 8/26/2024 6:00 PM
----------------	----------------------	--------------------------------

2. Resolution No. 2024-089 adopting revisions to the Employee Policy Manual for an effective date of October 1, 2024.

Public Hearing: August 26, 2024
Council Vote: August 26, 2024

J.W. Bramlett briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 8/26/2024 6:00 PM
----------------	----------------------	--------------------------------

3. Resolution No. 2024-091 authorizing the City Manager to execute a contract with Johnson Controls, Inc., of Fort Worth, Texas, to install an Advanced Metering Infrastructure System with a Leak Detection Monitoring System in combination with Satellite Based Leak Detection, in an amount not to exceed \$18,169,793, with the Texas portion not to exceed \$10,231,625, with funds available in the 2023 Bond Construction Fund.

Public Hearing: August 26, 2024
Council Vote: August 26, 2024

Kenny Icenhower introduced Harry Romine and Craig Hannah, of Johnson Controls Inc, to brief this agenda item and share a presentation.

RESULT:	MOVED FORWARD	Next: 8/26/2024 6:00 PM
----------------	----------------------	--------------------------------

4. Ordinance No. 2024-092 amending the budget estimate of the revenues and expenditures for the fiscal year ending September 30, 2024, and adopting the budget and appropriating resources for the fiscal year beginning October 1, 2024, and ending September 30, 2025. (The law requires action to be taken after the public hearing. Recommendation will be to postpone until the September 9th meeting.)

Public Hearing: August 26, 2024
Council Vote: September 9, 2024

Kristin Peeples briefed this agenda item.

RESULT:	MOVED FORWARD	Next: 8/26/2024 6:00 PM
----------------	----------------------	--------------------------------

5. Ordinance No. 2024-093 fixing the tax rate and levy in and for the City of Texarkana, Texas, for the fiscal year ending September 30, 2025, upon all taxable property in the City of Texarkana, Texas.

Public Hearing: September 9, 2024
Council Vote: September 9, 2024

Kristin Peeples briefed this agenda item.

RESULT:	MOVED FORWARD
----------------	----------------------

Next: 9/9/2024 6:00 PM

6. Ordinance No. 2024-095 ratifying the recently adopted budget that contains a property tax rate that raises more total property taxes than the previous year. [Note: As of the posting date of this agenda, the referenced property tax proposed for the Fiscal Year 2024-25 budget is a tax rate of \$0.6500 per \$100 of assessed valuation — the same tax rate adopted for Fiscal Year 2023-24.]

Public Hearing: September 9, 2024

Council Vote: September 9, 2024

Kristin Peeples briefed this agenda item.

RESULT:	MOVED FORWARD
----------------	----------------------

Next: 9/9/2024 6:00 PM

7. Resolution No. 2024-096 approving the fiscal year 2025 Master Fee List, including reauthorization of building permit fees.

Public Hearing: August 26, 2024

Council Vote: August 26, 2024

Kristin Peeples briefed this agenda item.

RESULT:	MOVED FORWARD
----------------	----------------------

Next: 8/26/2024 6:00 PM

IX. PUBLIC HEARINGS

[There were no Public Hearing agenda items at this meeting.]

X. CITY MANAGER'S REPORT

GFOA Budget Award FY 2024 Budget

The city received notice that it was awarded the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award for the ninth year in a row. According to GFOA, this award represents a significant achievement by the city. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. Congratulations to Kristin and her team for this recognition.

Storm Recovery Update - FEMA

FEMA assistance for individuals in the community impacted by Hurricane Beryl was approved August 3rd. FEMA staff is canvassing damaged areas primarily in the Beverly neighborhood between 9:00 a.m. and 5:00 p.m. and will have photo identification as they canvass the area. It is anticipated they will be in town for the next two weeks and possibly longer.

2050 Texarkana Metropolitan Transportation Plan (MTP)

The Texarkana Metropolitan Planning Organization (MPO) invites comments as the city plans for future transportation needs with the 2050 MTP. The public review and comment period began August 1st and will continue until 5:00 p.m. on August 31st. <https://connect-to-2050-texarkana-mtp-atginc.hub.arcgis.com/pages/draft-plan-review>

XI. ADMINISTRATIVE COMMENTS

1. City Council

Mayor Bruggeman asked **Fire Chief Chris Black** to give an update on the newest fire truck operating in the city's fleet. Chief Black said Station 5, on Kenwood Road, has a "Quint 5" with the new paint scheme, latest and greatest technology, and also "road rescue" attachment capability. It functions as well as it looks! Fire staff is very proud of this beautiful piece of equipment and appreciates the council providing quality vehicles to perform their jobs.

He also said all of the city's five fire stations have been renovated and upgraded which makes living at the stations more comfortable and definitely boosts the morale for staff as well.

The Mayor also recognized former Texarkana, Texas Mayor **Steve Mayo** and **Robbin Bass**, who represents U.S. Congressman Nathaniel Moran. He thanked them both for joining the council meeting.

2. City Staff

Staff had no administrative comments for council.

XII. CLOSED SESSION

The City Council convened into closed session pursuant to Texas Government Code Section 551.071 (Consultation with Attorney) and Section 551.072 (Deliberation Regarding Real Property).

XIII. RECONVENED INTO OPEN SESSION

XIV. ADJOURNMENT

A motion was made to adjourn the meeting.
(8:00 p.m.)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jean H. Matlock, Ward 1
SECONDER:	Jay Davis, Ward 6
AYES:	Matlock, Hart, Page, Meador, Davis, Thompson
ABSENT:	Seat



Jennifer Evans
City Secretary



Bob Bruggeman
Mayor

City of Texarkana, Texas

Version: A

Update Date: 8/19/2024 3:56 PM

Briefing Sheet

Lead Department: Police **Action Officer:** Shawn Fitzgerald,
Ordinance No. 2024-097 acknowledging receipt of a grant in the amount of
Seven Thousand Five Hundred Dollars (\$7,500) from the AKC Reunite
Organization to purchase a K9 dog and amending budgeted revenue and
Subject: expenditures in the General Fund (Fund 101) for the fiscal year ending
September 30, 2024 to include the grant.

Briefing: 8/26/2024 **Public Hearing:** **Council Vote:** 8/26/2024

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

The police department was the recipient of a \$7,500 grant from the AKC Reunite Organization to assist in paying for our new K9, Gator. The monies have been received and have been deposited in the city general fund. This ordinance amends Ordinance No. 2023-102 in which the Council approved the City of Texarkana Texas Budget for Fiscal year 2024. This amendment is needed to allow for the grant money to be added to the police department budget account of 101-1702-55702 Major Tools & Equipment. This ordinance will publicly acknowledge receipt of the money and authorize its allocation to a line item in the police department's budget to facilitate the purchase of our new K9, Gator.

Potential Options:

- None
-

Fiscal Implications:

Increase of \$7,500 in grant revenue to the city

Staff Recommendation:

Staff recommends accepting this grant and increasing the department's budget to reflect monies donated.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

City of Texarkana, Texas

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2024-097 ORD Amending Police Budget (DOCX)
- b. 2024-097 Goals & Perspectives (DOCX)
- c. 2024-097 ORD amd PD Budget for K9 grant signed(PDF)

Staff Coordination

Police	Jennifer Evans	Department Head Review	Skipped	
	08/07/2024 9:32 AM			
Police	Jennifer Evans	Supervisor Review	Skipped	08/07/2024
9:32 AM				
Finance Department	Kristin Peebles	Review	Completed	08/07/2024
4:59 PM				
City Manager	David Orr	City Manager Review	Completed	08/08/2024
11:28 AM				
City Council	Jennifer Evans	Meeting	Completed	08/26/2024
6:00 PM				

Meeting History

ORDINANCE NO. 2024-097

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING BUDGETED REVENUE AND EXPENDITURES FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024, ADDING THE AMOUNT OF SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500) IN REVENUE AND EXPENDITURES IN THE GENERAL FUND (FUND 101) FOR RECEIPT OF A GRANT FROM THE AKC REUNITE ORGANIZATION FOR THE PURCHASE OF A K9 DOG; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texarkana, Texas Police Department received a grant from the AKC Reunite Organization in the amount of Seven Thousand Five Hundred Dollars (\$7,500) for the purchase of a K9 dog; and

WHEREAS, the revenue and expenditures for this grant were not included in the adopted budget for the fiscal year ending September 30, 2024; and

WHEREAS, City staff recommends amending the budget estimate of the City's revenue and expenditures for the fiscal year beginning October 1, 2023, and ending September 30, 2024, by adding Seven Thousand Five hundred Dollars (\$7,500) to the General Fund (Fund 101) budget to include this grant.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the budget estimate of the revenues and expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2023, and ending September 30, 2024, be amended to reflect additional revenue and expenditures appropriated of Seven Thousand Five Hundred Dollars (\$7,500) in the General Fund (Fund 101) budget to include this grant.

SECTION 2: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 26th day of August, 2024.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2024-097 ORD Amending Police Budget (4302 : 2024-097 ORD Amending Police Budget)

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☒ Provide a Safe Community ☒ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☐ Model a Positive City Image ☐ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

☐ Newspaper Notice (Required by Statute)	☐ Public Hearing (Required by Statute)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website Notice
☐ Social Media (Twitter, Facebook, etc.)	☐ Special Mailing
☐ Flyers Posted	☐ Banners Posted
☐ Survey	☐ Automated Phone Call
☒ None Required	☐

Other:

ORDINANCE NO. 2024-097

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING BUDGETED REVENUE AND EXPENDITURES FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024, ADDING THE AMOUNT OF SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500) IN REVENUE AND EXPENDITURES IN THE GENERAL FUND (FUND 101) FOR RECEIPT OF A GRANT FROM THE AKC REUNITE ORGANIZATION FOR THE PURCHASE OF A K9 DOG; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Texarkana, Texas Police Department received a grant from the AKC Reunite Organization in the amount of Seven Thousand Five Hundred Dollars (\$7,500) for the purchase of a K9 dog; and

WHEREAS, the revenue and expenditures for this grant were not included in the adopted budget for the fiscal year ending September 30, 2024; and

WHEREAS, City staff recommends amending the budget estimate of the City's revenue and expenditures for the fiscal year beginning October 1, 2023, and ending September 30, 2024, by adding Seven Thousand Five hundred Dollars (\$7,500) to the General Fund (Fund 101) budget to include this grant.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the budget estimate of the revenues and expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2023, and ending September 30, 2024, be amended to reflect additional revenue and expenditures appropriated of Seven Thousand Five Hundred Dollars (\$7,500) in the General Fund (Fund 101) budget to include this grant.

SECTION 2: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 26th day of August, 2024.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:27 pm

Attachment: 2024-097 ORD and PD Budget for K9 grant signed (4302 : 2024-097 ORD Amending Police Budget)

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 8/22/2024 8:35 AM

Lead Department: Public Works Department **Action Officer:** Dusty Henslee,
Resolution No. 2024-102 authorizing the City Manager to execute a one-time
agreement with MTG Engineers and Surveyors, Inc. of Texarkana, Texas, in an
amount not to exceed \$165,000, with funds budgeted from the 2022 Bond Fund
(Fund 425), to supply the design, surveying, and drawings for the Waco Street
Subject: Reconstruction Project.

Briefing: 8/26/2024 **Public Hearing:** **Council Vote:** 8/26/2024

Item Schedule

Schedule 3: No briefing required (one week)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

On September 12, 2022 the City Council authorized the issuance of certificates of obligation which included Street Maintenance Projects throughout the City. The list of projects included a reconstruction of Waco Street. The plan is a full concrete replacement of the existing streets and replace the existing underground storm drainage system as well. Water and sewer relocation will be analyzed during the design.

For a project this size, construction plans will be needed for bidding purposes. Council approved Resolution 2023-148 approving a list of highly qualified firms for professional services for engineering, architectural and surveying services for staff to choose from. MTG Engineers and Surveyors, Inc. is on the approved list for Street Construction Design Projects. MTG has worked with the City of Texarkana, Tx on various projects in the past including many street construction projects, and they are highly qualified to perform this design work.

Potential Options:

- Approve CM to enter into contract
- Not Approve CM to enter into contract

Fiscal Implications:

Funds are available in the 2022 Bond Fund (Fund 425)

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

NONE

City of Texarkana, Texas

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2024-102 RES Waco Street Reconstruction Project (DOCX)
- b. 2024-102 ATTH 01 MTG Proposal (PDF)
- c. 2024-102 ATTH 02 Approved Purchasing Exemption Form (PDF)
- d. 2024-102 ATTH 03 Signed Resolution 2023-148 (PDF)
- e. 2024-102 Goals & Perspectives (DOCX)
- f. 2024-102 RES Eng. Svcs Waco St reconstruction signed (PDF)

Staff Coordination

Public Works Department	Dusty Henslee	Department Head Review
Completed	08/20/2024 1:00 PM	
Finance Department	Kristin Peebles	Review
10:51 AM	Completed	08/21/2024
City Manager	David Orr	City Manager Review
5:29 PM	Completed	08/22/2024
City Council	Jennifer Evans	Meeting
6:00 PM	Completed	08/26/2024

Meeting History

RESOLUTION NO. 2024-102

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH MTG ENGINEERS AND SURVEYORS, INC. OF TEXARKANA, TEXAS, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$165,000), FOR DESIGN, SURVEYING, AND DRAWING SERVICES FOR THE WACO STREET RECONSTRUCTION PROJECT, TO BE PAID FROM THE 2022 BOND FUND (FUND 425); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council authorized the issuance of certificates of obligation, by adoption of Resolution No. 2022-089 on September 12, 2022, which included street maintenance projects; and

WHEREAS, Waco Street from Robison Road to Kilgore Street is on the City's planned project list; and

WHEREAS, the City Council approved Resolution No. 2023-148 which included an approved list of highly qualified professional service providers for future architectural, engineering, and surveying services; and

WHEREAS, MTG Engineers and Surveyors, Inc. is an approved provider for engineering services and has submitted a proposal attached hereto as **ATTH 01**; and

WHEREAS, funds are available through the 2022 Bond Fund (Fund 425).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: The most reasonable firm for the Waco Street Reconstruction Project for the City is hereby declared to be MTG Engineers and Surveyors, Inc. of Texarkana, Texas.

SECTION 2: The City Manager is hereby authorized to execute an agreement with MTG Engineers and Surveyors, Inc. of Texarkana, Texas.

SECTION 3: This resolution shall be in full force and in effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **26th day of August, 2024.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

August 20, 2024

Mr. Dustin Henslee, Assistant City Manager
City of Texarkana, TX
200 Texas Boulevard
Texarkana, TX 75501



5930 Summerhill Road 903.838.8533 telephone
 Texarkana, TX 75503 903.832.4700 facsimile

Sent via email: dustin.henslee@txkusa.org

Re: Waco Street Reconstruction

Dear Mr. Henslee:

MTG Engineers & Surveyors, Inc. (MTG) is pleased to submit this proposal to you to provide the design surveying, engineering design, and construction support to the reconstruction of Waco Street from Kilgore to Robison Road.



Figure 1

Scope of Services

Surveying:

MTG will provide a topographic survey of the Waco Street Project Area as shown in Figure 1. This will show utilities provided by a marked one-call and any that are visible by field observation. Additionally, this will provide existing right-of-way research and determination. No additional right-of-way or acquisition is anticipated for the project.

Geotechnical Engineering:

MTG will team with Braun Intertec for geotechnical testing for pavement design and cores/borings. Available traffic counts will be utilized in pavement section design. MTG assumes that the City will be available for help with any traffic control that might be needed during the coring of the existing street section. However, traffic control is listed as an optional service provided by Braun Intertec.

Reconstruction Documents:

The road design will be to reconstruct the existing 45' back-to-back concrete roadway, existing driveways along the road to the right-of-way, and intersecting streets to the curb return. Additionally, we will design the placement of sidewalk and curb ramps as an alternate to the project.

Storm drain inlets and pipe will be replaced to match existing. No upsizing or drainage analyses will be warranted.

Water and sewer mains also run inside the project limits. MTG will provide water and sewer replacement plans as an alternate to the project and coordinate these efforts with TWU.

MTG will also coordinate with all franchise utilities located inside right-of-way and near the construction. If they are inside the right-of-way and inside the construction limits, it will be expected for those utilities to be relocated at their own expense and prior to construction.

MTG will also provide all driveway permits for the driveways along the project stretch. Some driveways are atypical and a variance might be required. Owner negotiations for smaller driveways or reconfigured driveways are not considered to be needed for this project.

Bid Support:

MTG will provide an engineer's opinion of probable cost, technical specifications, and itemized quantities for bidding to the City, along with coordination to complete the bidding and contract documents. MTG will provide support during the bidding process to answer RFI's, issue addenda, and clarifications as needed. MTG will attend the pre-bid meeting and bid opening and provide any support needed for bid tabulations, contractor evaluation and council attendance.

Construction Support:

MTG understands that, although the City plans to provide their own inspection and construction management of the project, there are still times where the engineer of record is needed to answer questions due to unknown or changing conditions in the field. MTG shows an hourly allotment of construction support and will keep up with all time spent. We will assume a maximum and notify the City if that maximum is close to being reached or if additional funds are needed. We are available and happy to support the City as much as needed during construction.

Additionally, construction support for material testing is estimated to be around \$12,000.00 to \$15,000.00. This is not included in this proposal and will be assumed to be included as a direct invoice to the city during construction services.

Exclusions

The following items are not a part of this proposal but are services that can be provided by MTG, if desired. The scope of these services is traditionally difficult to define and MTG suggests that they be performed on a time and materials basis following our standard rate schedule. Some of these items are:

- Environmental Assessments,
- Material Testing,
- Utility Subsurface Engineering,
- Resident Inspection,
- Construction Surveying or Staking, and
- As-Built Survey.

Schedule

Once authorized, it is anticipated that the topographic design survey, and geotechnical investigation are approximately 4-6 weeks out. MTG can provide an updated schedule upon verification from all teams; however, we will work with the City to ensure that the design is completed for the anticipated construction of the street to begin in 2nd Quarter of 2025.

Compensation

MTG proposes to provide the services described above per the following line items. Please note, any changes made after surveying and 60% Construction Documents are completed will be subject to an hourly rate shown in Appendix 1 attached hereto.

Surveying.....	\$ 17,500.00
Geotechnical Engineering.....	\$ 7,000.00
Traffic Control for Geotechnical Engineering.....	\$ 2,500.00

Reconstruction Documents

- Schematic Design..... \$ 22,500.00
- 60% Construction Documents..... \$ 35,000.00
- 100% Construction Documents..... \$ 35,000.00
- Franchise Utility Coordination..... \$ 5,000.00
- Driveway Permitting/Variations..... \$ 3,000.00
- Water and Sewer Design Plans..... \$ 15,000.00
- SWPPP..... \$ 2,000.00

Bid Support..... \$ 5,500.00

Construction Support..... \$15,000.00

Total:..... \$165,000.00

SUMMARY

This proposal, unless otherwise noted, constitutes our understanding of the services to be provided by MTG on the project described above. This proposal is offered for a period of sixty (60) days, after which, if it has not been executed, said proposal will no longer be valid. MTG is pleased to have the opportunity to submit this proposal and we look forward to the possibility of working with you on this project.

If this proposal is acceptable to you as presented, please execute the Authorization below and return one original copy to our office. If you have any questions or would like any additional information, please do not hesitate to call us at your convenience.

Sincerely,



Kayla Wood
President

SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of **August 20, 2024**, by and between the

**City of Texarkana, TX
and
MTG Engineers & Surveyors**

Owner's Project, of which Engineer's services under this Agreement are a part and identified in attached proposal, is generally identified as follows:

**Waco Street Reconstruction
Texarkana, Texas**

Engineer's Services under this Agreement are generally identified in the attached proposal.
Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 8.01, 9.01 and 10.01, as applicable.
- B. Engineer shall complete its services in accordance with the proposal.
- C. If the Project includes construction-related professional services, then Engineer's time for completion of services is conditioned on the time for Owner and its contractors to complete construction not exceeding six (6) months. If the actual time to complete construction exceeds the number of months indicated, then Engineer's period of service and its total compensation shall be appropriately adjusted.

2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
 - 1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
 - b. By Engineer:
 - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.
 - 2. Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.
 - a. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30

days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

3. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.
- C. This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- D. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.
- E. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.
- F. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (EJCDC C-700, 2007 Edition) unless the parties agree otherwise.
- G. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without

liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.

- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.
- I. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.
- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

6.01 *Pre-Project Planning*

- A. Owner and engineer agree to engage in a pre-planning meeting to produce a project definition document that substantially addresses the project parameters below:
 - 1. Project Objectives
 - 2. Project Constraints (e.g., budget, schedule, regulatory, other)
 - 3. Basis of Design (e.g., site requirements, utility requirements and alternatives to be considered).

7.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

8.01 *See Proposal for Basis of Payment—Lump Sum*

- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer in accordance with proposal.
- B. The portion of the compensation amount billed monthly for Engineer's services will be based upon Engineer's estimate of the percentage of the total services actually completed during the billing period.

9.01 *See Proposal for Basis of Payment—Hourly Rates Plus Reimbursable Expenses*

- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:
 - 1. An amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class for all services performed on the Project, plus reimbursable expenses and Engineer's consultants' charges, if any.
 - 2. Engineer's Standard Hourly Rates are attached as Appendix 1.
 - 3. The total compensation for services and reimbursable expenses is as shown in the proposal.

- 10.01 *Additional Services: For additional services of Engineer's employees engaged directly on the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any. Engineer's standard hourly rates are attached as Appendix 1.*

Attachments: Appendix 1, Engineer's Standard Hourly Rates

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER:

CITY OF TEXARKANA, TX

By: _____

Name: _____

Date Signed: _____

Address for giving notices:

ENGINEER:

MTG ENGINEERS & SURVEYORS, INC.

By: Kayla R. Wood

Title: Principal Project Manager

Date Signed: 8/20/2024

Firm's Certificate Number: 354

State of Texas

Address for giving notices:

5930 Summerhill Road

Texarkana, TX 75503

Attachment: 2024-102 ATTH 01 MTG Proposal (4307 : 2024-102 RES Engineering Services for WacoStreet Reconstruction Projects)

APPENDIX 1

		MTG Engineers & Surveyors Civil***Environmental***Surveying 2024 Hourly Rate Schedule		
CATEGORY	CODE	SERVICE DESCRIPTION/CLASSIFICATION	UNITS	RATE
ENGINEERS	PE1	SENIOR PRINCIPAL ENGINEER	HOUR	\$ 255.00
	PE2	PRINCIPAL ENGINEER	HOUR	\$ 210.00
	PE3	PROJECT ENGINEER	HOUR	\$ 165.00
	EIT	ENGINEER-IN-TRAINING	HOUR	\$ 125.00
	DT	DESIGN TECHNICIAN	HOUR	\$ 105.00
SURVEY	LS1	SENIOR REGISTERED PUBLIC LAND SURVEYOR	HOUR	\$ 206.00
	LS2	REGISTERED PUBLIC LAND SURVEYOR	HOUR	\$ 140.00
	ST	SURVEY TECHNICIAN	HOUR	\$ 90.00
	SC	SURVEY CREW *	HOUR	\$ 170.00
	SD	LIDAR SURVEY DRONE (DATA PROCESSING EXTRA)	HOUR	\$ 330.00
PLANNERS & TECHNICIANS	UP	LAND PLANNER	HOUR	\$ 110.00
	GT	GIS TECHNICIAN	HOUR	\$ 105.00
	CT	CAD TECHNICIAN	HOUR	\$ 80.00
OFFICE	AP	ADMINISTRATIVE PROFESSIONAL	HOUR	\$ 85.00



Purchasing Exemption Form

For Purchases \$3,000.00 and Above

In accordance with the City of Texarkana, Texas Purchasing Policy and Procedures and the State of Texas Local Government Code, purchases in the amount of \$3,000.00 - \$49,999.99 require a quote from three eligible vendors. In making an expenditure of \$3,000.00 - \$49,999.99, the purchaser is required to contact at least two historically underutilized businesses (HUB) in Bowie County, if available, on a rotating basis. Purchases in the amount of \$50,000.00 and above must comply with the competitive sealed bid process. Split purchases made to circumvent the City of Texarkana, Texas Purchasing Policy and Procedures and/or the State of Texas Local Government Code are prohibited.

I am requesting an exemption from obtaining three quotes or a competitive bid for one of the following reasons:

- _____ unable to obtain three quotes (attach documentation showing an attempt was made)
- _____ co-operative purchasing agreement (ex. Buy Board), established contract, or interlocal agreement:

Name:

MTG Engineers & Surveyors

Contract Number:

24-1901-02

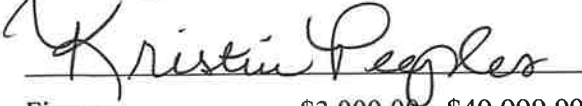
- _____ a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality;
- _____ a procurement necessary to preserve or protect the public health or safety of the municipality's residents;
- _____ a procurement necessary because of unforeseen damage to public machinery, equipment, or other property;
- _____ advertising, other than legal notices;

- _____ a procurement of items that are available from only one source, including:
 - items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies;
 - films, manuscripts, or books;
 - gas, water, and other utility services;
 - captive replacement parts or components for equipment;
 - books, papers, and other library materials for a public library that are available only from the persons holding exclusive distribution rights to the materials; and
 - management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits;
- _____ a purchase of rare books, papers, and other library materials for a public library;
- _____ paving drainage, street widening, and other public improvements, or related matters, if at least one-third of the cost is to be paid by or through special assessments levied on property that will benefit from the improvements;
- _____ a public improvement project, already in progress, authorized by the voters of the municipality, for which there is a deficiency of funds for completing the project in accordance with the plans and purposes authorized by the voters;
- _____ a payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchapter C, Chapter 212;
- _____ personal property sold:
 - at an auction by a state licensed auctioneer;
 - at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business & Commerce Code;
 - by a political subdivision of this state, a state agency of this state, or an entity of the federal government; or
 - under an interlocal contract for cooperative purchasing administered by a regional planning commission established under Chapter 391;

Requesting Buyer:

 8-20-24

Purchasing Approval:

 8/20/24

Finance	\$3,000.00 - \$49,999.99
Public Works	\$50,000.00 and above

Date:

RESOLUTION NO. 2023-148**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ADOPTING AND APPROVING HIGHLY QUALIFIED PROFESSIONAL SERVICES PROVIDERS FOR USE BY CITY ADMINISTRATION ON FUTURE ARCHITECTURAL, ENGINEERING, OR SURVEYING PROJECTS; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, Chapter 2254, Subchapter A, of the Texas Government Code provides for procuring architectural, engineering, or land surveying services, directing a governmental entity to first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications, and thereafter negotiate with that provider a contract at a fair and reasonable price; and

WHEREAS, the Public Works Department issued a request for qualifications, RFQ 23-1901-12 ("the RFQ"), inviting responders to submit information on competence and qualifications to perform professional architectural, engineering, and surveying services as needed by the City; and

WHEREAS, the RFQ identified the following project categories and invited responders to submit responses to one or more categories of projects listed:

Architectural Projects

- New or remodels of existing facilities related to architectural design

Engineering Projects

- Street Construction Design Projects - new and reconstruction type projects
- Hydrology Projects - drainage studies, FEMA and floodplain related projects, and new and rehabilitation drainage infrastructure improvement projects
- Utility Infrastructure Projects – new and rehabilitation of water and sanitary sewer systems
- Geotechnical – soil testing and classifications and pavement, foundation, and subgrade designs

Land Surveying Projects

- Boundary surveying
- Topographic surveying
- ROW and Easement Document preparation and acquisition
- Legal descriptions preparation

WHEREAS, the RFQ established the following ranking divisions and evaluative criteria:

Ranking divisions:

- Highly competent
- Competent
- Not ranked

Evaluative criteria for each of the project categories:

- Organization & qualifications
- Category-specific project experience
- Capacity to deliver services timely
- Professional licensure, credentials, and references
- Demonstrated competence on specific City projects
- Capacity to secure insurance per City requirements

WHEREAS, the RFQ gave notice to responders that all qualifications determined to be highly competent and meeting submittal requirements will be recommended and ranked, as may be applicable, to the City Council for consideration of adopting and approving a list of professional architects, engineers, and surveyors generally familiar with the needs of the City of Texarkana, Texas, for use by City administration on future architectural, engineering, or surveying projects, as applicable; and

WHEREAS, the Public Works Department evaluated the submissions received to the RFQ and ranked the following professionals as highly competent – the highest ranking – in the respective category or categories (professionals listed in alphabetical order per project categories):

Architectural:	KSA McCarty/Westwood
Engineering – Geotechnical Projects:	Braun Terracon McCarty/Westwood MTG
Engineering – Hydrology Projects:	EST HALFF McCarty/Westwood MTG
Engineering – Street Projects:	EST HALFF McCarty/Westwood MTG
Engineering – Utility Projects:	EST HALFF McCarty/Westwood MTG
Surveying:	Arrendondo, Zepeda, and Brunz EST HALFF JQ McCarty/Westwood MTG

WHEREAS, the Public Works Department submits and recommends to the City Council that the professional services providers listed in Section 1 of this Resolution, each receiving the highest ranking in their respective category or categories on the basis of demonstrated competence and qualifications, are the most “highly qualified” providers for use by City administration on future architectural, engineering, or surveying projects, as applicable, subject to the contract negotiation process as required by law and City purchasing policies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: The City Council adopts and approves the following professional services providers as the most highly qualified providers of the respective projects and services categorized below on the basis of demonstrated competence and qualifications, each provider receiving the highest ranking in their respective category or categories of professional services following an evaluation of responses to a request for qualifications; and subject to Section 2 of this Resolution, these providers may be utilized by City administration on future architectural, engineering, or surveying projects, as applicable:

Architectural:	KSA McCarty/Westwood
Engineering – Geotechnical Projects:	Braun Terracon McCarty/Westwood MTG
Engineering – Hydrology Projects:	EST HALFF McCarty/Westwood MTG
Engineering – Street Projects:	EST HALFF McCarty/Westwood MTG
Engineering – Utility Projects:	EST HALFF McCarty/Westwood MTG
Surveying:	Arrendondo, Zepeda, and Brunz EST HALFF JQ McCarty/Westwood MTG

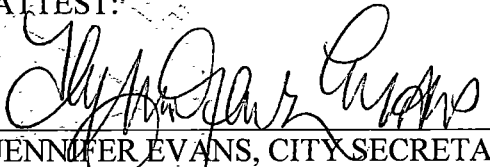
SECTION 2: City administration shall follow the requirements of negotiating contracts for professional services from a particular provider pursuant to Chapter 2254, Subchapter A, of the Texas Government Code, and proposed contracts shall be submitted for approval to the City Council or, if applicable pursuant to City purchasing policies, to the City Manager.

SECTION 3: The City Council may consider amending the list of providers set out in Section 1 of this Resolution in the event a professional services provider for one or more of the project categories identified in the RFQ desires to submit a response to the RFQ, and that provider is evaluated by the Public Works Department as highly competent, meeting all submittal requirements, and is recommended for inclusion.

SECTION 4: This Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 11th day of December, 2023.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:27 p.m.

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☒ Promote an Environmentally Sensitive & Livable Community ☒ Provide a Safe Community ☒ Deliver Quality Services ☒ Foster a Healthy Community
Run the Operations	☒ Enhance Community Preparedness & Responsiveness ☒ Maximize Partnership Opportunities ☒ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☒ Deliver Efficient Services ☒ Cultivate Community Involvement & Access
Manage the Resources	☒ Maintain Fiscal Strength ☒ Maximize Utilization & Resources ☒ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Low

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

☐ Newspaper Notice (Required by Statute)	☐ Public Hearing (Required by Statute)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website Notice
☐ Social Media (Twitter, Facebook, etc.)	☐ Special Mailing
☐ Flyers Posted	☐ Banners Posted
☐ Survey	☐ Automated Phone Call
☒ None Required	☐

Other:

RESOLUTION NO. 2024-102

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH MTG ENGINEERS AND SURVEYORS, INC. OF TEXARKANA, TEXAS, IN AN AMOUNT NOT TO EXCEED ONE HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$165,000), FOR DESIGN, SURVEYING, AND DRAWING SERVICES FOR THE WACO STREET RECONSTRUCTION PROJECT, TO BE PAID FROM THE 2022 BOND FUND (FUND 425); AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council authorized the issuance of certificates of obligation, by adoption of Resolution No. 2022-089 on September 12, 2022, which included street maintenance projects; and

WHEREAS, Waco Street from Robison Road to Kilgore Street is on the City's planned project list; and

WHEREAS, the City Council approved Resolution No. 2023-148 which included an approved list of highly qualified professional service providers for future architectural, engineering, and surveying services; and

WHEREAS, MTG Engineers and Surveyors, Inc. is an approved provider for engineering services and has submitted a proposal attached hereto as **ATTH 01**; and

WHEREAS, funds are available through the 2022 Bond Fund (Fund 425).

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

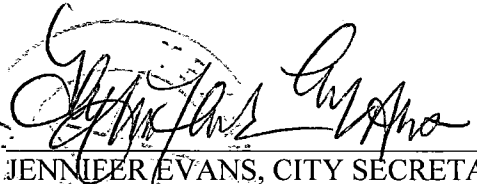
SECTION 1: The most reasonable firm for the Waco Street Reconstruction Project for the City is hereby declared to be MTG Engineers and Surveyors, Inc. of Texarkana, Texas.

SECTION 2: The City Manager is hereby authorized to execute an agreement with MTG Engineers and Surveyors, Inc. of Texarkana, Texas.

SECTION 3: This resolution shall be in full force and in effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **26th** day of **August, 2024**.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:27 pm

Attachment: 2024-102 RES Eng. Svcs Waco St reconstruction signed (4307 : 2024-102 RES Engineering Services for WacoStreet

102 ATTH-01

August 20, 2024

Mr. Dustin Henslee, Assistant City Manager
City of Texarkana, TX
200 Texas Boulevard
Texarkana, TX 75501

MTG

ENGINEERS & SURVEYORS

5930 Summerhill Road 903.838.8533 telephone
 Texarkana, TX 75503 903.832.4700 facsimile

Sent via email: dustin.henslee@txkusa.org

Re: *Waco Street Reconstruction*

Dear Mr. Henslee:

MTG Engineers & Surveyors, Inc. (MTG) is pleased to submit this proposal to you to provide the design surveying, engineering design, and construction support to the reconstruction of Waco Street from Kilgore to Robison Road.



Figure 1

Scope of Services

Surveying:

MTG will provide a topographic survey of the Waco Street Project Area as shown in Figure 1. This will show utilities provided by a marked one-call and any that are visible by field observation. Additionally, this will provide existing right-of-way research and determination. No additional right-of-way or acquisition is anticipated for the project.

Geotechnical Engineering:

MTG will team with Braun Intertec for geotechnical testing for pavement design and cores/borings. Available traffic counts will be utilized in pavement section design. MTG assumes that the City will be available for help with any traffic control that might be needed during the coring of the existing street section. However, traffic control is listed as an optional service provided by Braun Intertec.

Reconstruction Documents:

The road design will be to reconstruct the existing 45' back-to-back concrete roadway, existing driveways along the road to the right-of-way, and intersecting streets to the curb return. Additionally, we will design the placement of sidewalk and curb ramps as an alternate to the project.

Storm drain inlets and pipe will be replaced to match existing. No upsizing or drainage analyses will be warranted.

Water and sewer mains also run inside the project limits. MTG will provide water and sewer replacement plans as an alternate to the project and coordinate these efforts with TWU.

MTG will also coordinate with all franchise utilities located inside right-of-way and near the construction. If they are inside the right-of-way and inside the construction limits, it will be expected for those utilities to be relocated at their own expense and prior to construction.

MTG will also provide all driveway permits for the driveways along the project stretch. Some driveways are atypical and a variance might be required. Owner negotiations for smaller driveways or reconfigured driveways are not considered to be needed for this project.

Bid Support:

MTG will provide an engineer's opinion of probable cost, technical specifications, and itemized quantities for bidding to the City, along with coordination to complete the bidding and contract documents. MTG will provide support during the bidding process to answer RFI's, issue addenda, and clarifications as needed. MTG will attend the pre-bid meeting and bid opening and provide any support needed for bid tabulations, contractor evaluation and council attendance.

Construction Support:

MTG understands that, although the City plans to provide their own inspection and construction management of the project, there are still times where the engineer of record is needed to answer questions due to unknown or changing conditions in the field. MTG shows an hourly allotment of construction support and will keep up with all time spent. We will assume a maximum and notify the City if that maximum is close to being reached or if additional funds are needed. We are available and happy to support the City as much as needed during construction.

Additionally, construction support for material testing is estimated to be around \$12,000.00 to \$15,000.00. This is not included in this proposal and will be assumed to be included as a direct invoice to the city during construction services.

Exclusions

The following items are not a part of this proposal but are services that can be provided by MTG, if desired. The scope of these services is traditionally difficult to define and MTG suggests that they be performed on a time and materials basis following our standard rate schedule. Some of these items are:

- Environmental Assessments,
- Material Testing,
- Utility Subsurface Engineering,
- Resident Inspection,
- Construction Surveying or Staking, and
- As-Built Survey.

Schedule

Once authorized, it is anticipated that the topographic design survey, and geotechnical investigation are approximately 4-6 weeks out. MTG can provide an updated schedule upon verification from all teams; however, we will work with the City to ensure that the design is completed for the anticipated construction of the street to begin in 2nd Quarter of 2025.

Compensation

MTG proposes to provide the services described above per the following line items. Please note, any changes made after surveying and 60% Construction Documents are completed will be subject to an hourly rate shown in Appendix 1 attached hereto.

Surveying.....	\$ 17,500.00
Geotechnical Engineering.....	\$ 7,000.00
Traffic Control for Geotechnical Engineering.....	\$ 2,500.00
Reconstruction Documents	
• Schematic Design.....	\$ 22,500.00
• 60% Construction Documents.....	\$ 35,000.00
• 100% Construction Documents.....	\$ 35,000.00
• Franchise Utility Coordination.....	\$ 5,000.00
• Driveway Permitting/Variances.....	\$ 3,000.00
• Water and Sewer Design Plans.....	\$ 15,000.00
• SWPPP.....	\$ 2,000.00
Bid Support.....	\$ 5,500.00
Construction Support.....	\$15,000.00
Total:.....	\$165,000.00

2024-102 ATTH-01

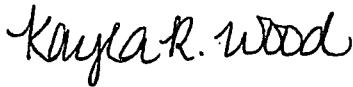
August 20, 2024
Waco Street Reconstruction
Texarkana, TX
Page 4

SUMMARY

This proposal, unless otherwise noted, constitutes our understanding of the services to be provided by MTG on the project described above. This proposal is offered for a period of sixty (60) days, after which, if it has not been executed, said proposal will no longer be valid. MTG is pleased to have the opportunity to submit this proposal and we look forward to the possibility of working with you on this project.

If this proposal is acceptable to you as presented, please execute the Authorization below and return one original copy to our office. If you have any questions or would like any additional information, please do not hesitate to call us at your convenience.

Sincerely,



Kayla Wood
President

Attachment: 2024-102 RES Eng. Svcs Waco St reconstruction signed (4307 : 2024-102 RES Engineering Services for WacoStreet

2024-102 ATTH-01

SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of **August 20, 2024**, by and between the

City of Texarkana, TX
and
MTG Engineers & Surveyors

Owner's Project, of which Engineer's services under this Agreement are a part and identified in attached proposal, is generally identified as follows:

Waco Street Reconstruction
Texarkana, Texas

Engineer's Services under this Agreement are generally identified in the attached proposal.
Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 8.01, 9.01 and 10.01, as applicable.
- B. Engineer shall complete its services in accordance with the proposal.
- C. If the Project includes construction-related professional services, then Engineer's time for completion of services is conditioned on the time for Owner and its contractors to complete construction not exceeding six (6) months. If the actual time to complete construction exceeds the number of months indicated, then Engineer's period of service and its total compensation shall be appropriately adjusted.

2.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
 - 1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
 - b. By Engineer:
 - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.
 - 2. Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.
 - a. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30

2024-102 ATTH-01

days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

3. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.
- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
- C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.
- C. This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- D. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.
- E. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.
- F. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (EJCDC C-700, 2007 Edition) unless the parties agree otherwise.
- G. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without

2024-102 ATTH-01

- liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by Engineer, whichever is greater.
- I. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.
- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- 6.01 *Pre-Project Planning*
- A. Owner and engineer agree to engage in a pre-planning meeting to produce a project definition document that substantially addresses the project parameters below:
1. Project Objectives
 2. Project Constraints (e.g., budget, schedule, regulatory, other)
 3. Basis of Design (e.g., site requirements, utility requirements and alternatives to be considered).
- 7.01 *Total Agreement*
- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
- 8.01 *See Proposal for Basis of Payment—Lump Sum*
- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer in accordance with proposal.
- B. The portion of the compensation amount billed monthly for Engineer's services will be based upon Engineer's estimate of the percentage of the total services actually completed during the billing period.
- 9.01 *See Proposal for Basis of Payment—Hourly Rates Plus Reimbursable Expenses*
- A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:
1. An amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class for all services performed on the Project, plus reimbursable expenses and Engineer's consultants' charges, if any.
 2. Engineer's Standard Hourly Rates are attached as Appendix 1.
 3. The total compensation for services and reimbursable expenses is as shown in the proposal.
- 10.01 *Additional Services: For additional services of Engineer's employees engaged directly on the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any. Engineer's standard hourly rates are attached as Appendix 1.*

Attachments: Appendix 1, Engineer's Standard Hourly Rates

2024-102 ATTH-01

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER:

ENGINEER:

CITY OF TEXARKANA, TX

MTG ENGINEERS & SURVEYORS, INC.

By: By: Kayla R. WoodName: DAVID OIZERTitle: Principal Project ManagerDate Signed: 9/9/24Date Signed: 8/20/2024Firm's Certificate Number: 354

State of Texas

Address for giving notices:

Address for giving notices:

220 Texas Blvd5930 Summerhill RoadTexarkana, Texas 75501Texarkana, TX 75503

2024-102 ATTH-01

APPENDIX 1

		MTG Engineers & Surveyors Civil***Environmental***Surveying 2024 Hourly Rate Schedule		
CATEGORY	CODE	SERVICE DESCRIPTION/CLASSIFICATION	UNITS	RATE
ENGINEERS	PE1	SENIOR PRINCIPAL ENGINEER	HOUR	\$ 255.00
	PE2	PRINCIPAL ENGINEER	HOUR	\$ 210.00
	PE3	PROJECT ENGINEER	HOUR	\$ 165.00
	EIT	ENGINEER-IN-TRAINING	HOUR	\$ 125.00
	DT	DESIGN TECHNICIAN	HOUR	\$ 105.00
SURVEY	LS1	SENIOR REGISTERED PUBLIC LAND SURVEYOR	HOUR	\$ 206.00
	LS2	REGISTERED PUBLIC LAND SURVEYOR	HOUR	\$ 140.00
	ST	SURVEY TECHNICIAN	HOUR	\$ 90.00
	SC	SURVEY CREW *	HOUR	\$ 170.00
	SD	LIDAR SURVEY DRONE (DATA PROCESSING EXTRA)	HOUR	\$ 330.00
PLANNERS & TECHNICIANS	UP	LAND PLANNER	HOUR	\$ 110.00
	GT	GIS TECHNICIAN	HOUR	\$ 105.00
	CT	CAD TECHNICIAN	HOUR	\$ 80.00
OFFICE	AP	ADMINISTRATIVE PROFESSIONAL	HOUR	\$ 85.00

Attachment: 2024-102 RES Eng. Svcs Waco St reconstruction signed (4307 : 2024-102 RES Engineering Services for WacoStreet

City of Texarkana, Texas

Version: A

Update Date: 8/20/2024 10:52 AM

Briefing Sheet

Lead Department: Planning & Zoning
Commission **Action Officer:** Laura Puckett, Zoning
Administrator
Subject: Ordinance No. 2024-098 amending PD-99-14 for site plan approval on Lot 6, Block 1, Brookwood Acres, located at 210-212 Cheyenne Place. Jason Nguyen, owner and Kayla Wood, MTG Engineers and Surveyors, agent.

Briefing: 9/9/2024 **Public Hearing:** 9/9/2024 **Council Vote:** 9/9/2024

Item Schedule

Schedule 2: Brief once - vote once (two weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Jason Nguyen, owner, and Kayla Wood, MTG Engineers and Surveyors, agent, for site plan approval on Lot 6, Block 1, Brookwood Acres, located at 210/212 Cheyenne Place. The current zoning is Two Family-2. The property is currently vacant property. The proposed use is a duplex.

The Future Land Use Map designates this property as "Neighborhood Residential".

The adjacent zoning is Planned Development Two Family-2 to the west, south, and east, and Two Family-2 to the north. The adjacent land use is duplexes to the west, south, east, and north.

The site plan consists of the following:

1. The construction of a 2,500 sq ft building.
2. The access driveway will be off Cheyenne Place.
3. There will be 4 parking spaces. All parking spaces shall be a minimum of 180 sq. ft. in size.
4. Development must meet Drainage Ordinance and Stormwater Manual Design Standards.

Staff recommends for approval of the site plan with stipulations.

The applicant should also be aware that if this site plan approval item is approved, all other applicable city code/ordinance requirements must be met including but not limited to building codes, setbacks, subdivision, fire, parking, drainage, water and sewer prior to the issuance of building permits.

City of Texarkana, Texas

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend for approval of this request with stipulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommends approval of this request with stipulations.

Advisory Board/Committee Meeting Date and Minutes:

August 5, 2024

Attachments

- a. 2024-098 ORD site plan approval 210-212 Cheyenne Place (DOCX)
- b. 2024-098 EXH 'A' (Site Plan)(PDF)
- c. 2024-098 ATTH 01 (Maps) (PDF)
- d. 2024-098 Goals & Perspectives (DOCX)

Staff Coordination

Building Code Administration	Mashell Daniel	Reviewer	Completed
08/14/2024 3:24 PM			
Public Works Department	Dusty Henslee	Reviewer	Completed
08/15/2024 7:50 AM			
City Manager	David Orr	Reviewer	Completed 08/15/2024
11:16 AM			
City Council	Jennifer Evans	Meeting	Completed 08/26/2024
6:00 PM			

Meeting History

ORDINANCE NO. 2024-098

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-99-14 (2F2) FOR SITE PLAN APPROVAL ON LOT 6, BLOCK 1, BROOKWOOD ACRES, LOCATED AT 210-212 CHEYENNE PLACE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting the approval of a **site plan (Exhibit ‘A’)** on **Lot 6, Block 1, Brookwood Acres, located at 210-212 Cheyenne Place** in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the subject property is zoned Planned Development-General Retail [PD-99-14(2F2)], and approval of the site plan (**Exhibit ‘A’**) would constitute an amendment to PD-99-14(2F2); and

WHEREAS, the proposed use is consistent with the listed uses in the Land Development Code for the zoning classification of Planned Development-General Retail; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas, and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of this amendment, have given the requisite notices by publication and otherwise, and have afforded and held full and fair hearings to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof; and

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted unanimously by a vote of five (5) to zero (0) to recommend for approval of the petition for a site plan (Exhibit ‘A’)** to the City Council of the City of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that the approval of the site plan for the above described property is in the best interest of the public health, safety, morals and general welfare of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the site plan (**Exhibit ‘A’**) on **Lot 6, Block 1, Brookwood Acres, located at 210-212 Cheyenne Place** in the City of Texarkana, Texas, Bowie County, Texas, is hereby approved and hereby amends PD-99-14(2F2).

SECTION 2: PD-99-14(2F2) is hereby amended by approval of the site plan (**Exhibit ‘A’**), incorporated herein by reference for all purposes and includes the following:

1. The construction of a 2,500 sq ft building.
2. The access driveway will be off Cheyenne Place.
3. There will be four (4) parking spaces. All parking spaces shall be a minimum of 180 sq. ft. in size.
4. Development must meet Drainage Ordinance and Stormwater Manual Design Standards.

SECTION 3: It is further provided that in case a section, clause, sentence or part of this ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this ordinance.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 5: This ordinance shall be in full force and effect from and after its passage and approval.

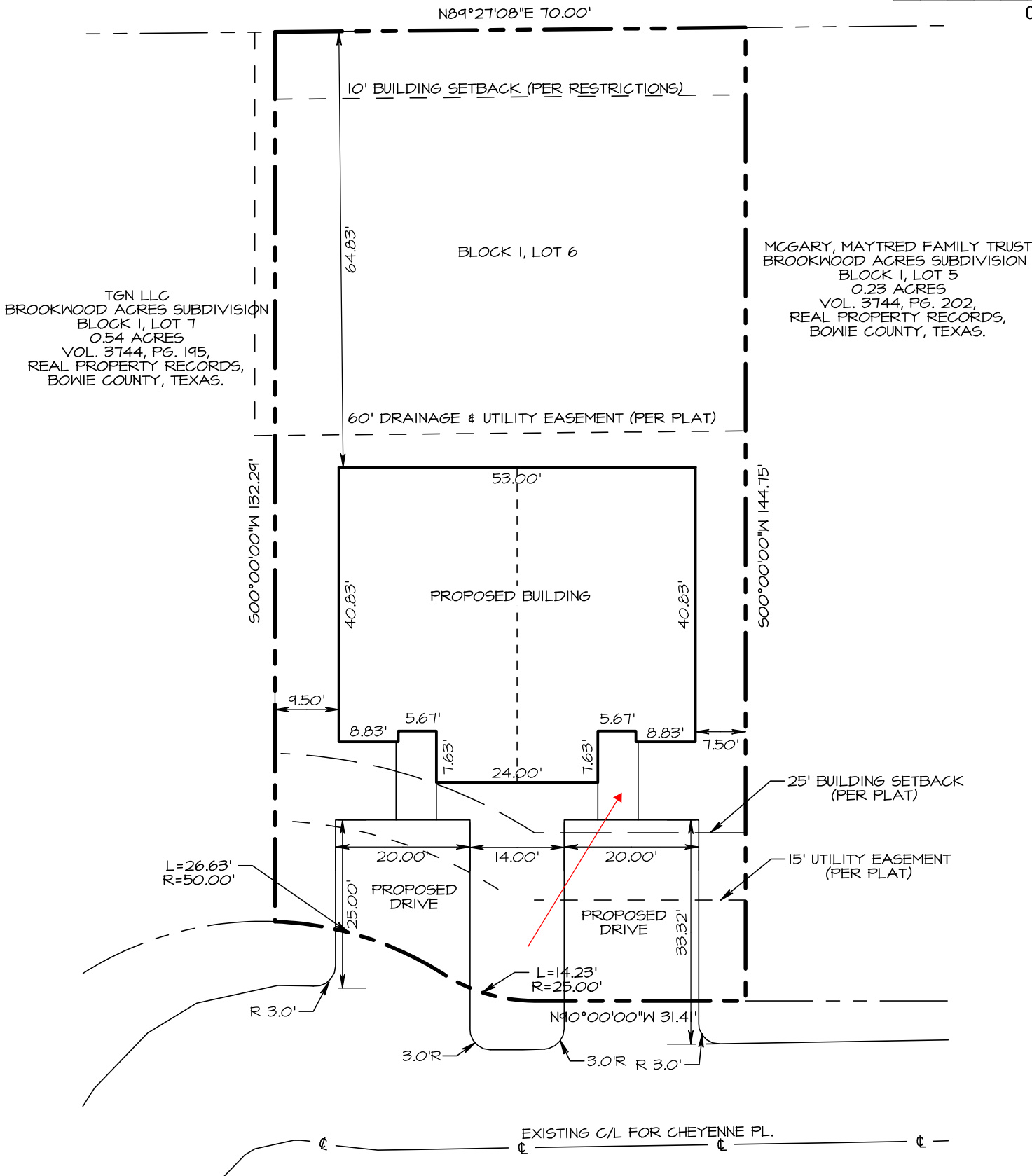
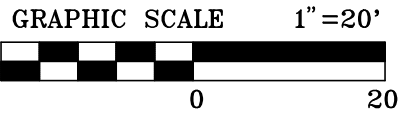
PASSED AND APPROVED in Regular Council Session on this the **9th day of September, 2024.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

2024-098 EXH 'A'
Amendment to PD-99-14



PROPERTY DESCRIPTION

ALL OF LOT NO. 6, BLOCK 1 OF BROOKWOOD ACRES, REPLAT OF LOT 20C, LOT 21A AND LOT 22 OF KENWOOD PARK ADDITION, A SUBDIVISION OF A PART OF CHANCELLOR BEACH HEADRIGHT SURVEY, ABSTRACT 731, BOWIE COUNTY, TEXAS, ACCORDING TO THE PLAT RECORDED IN VOLUME 744, PAGE 195 OF THE REAL PROPERTY RECORDS OF BOWIE COUNTY, TEXAS.

NOTE:
1.) NOTE:RESTRICTIVE CONVENANTS RECORDED IN VOLUME 744, PAGE 195 OF THE REAL PROPERTY RECORDS OF BOWIE COUNTY, TEXAS

PLOT PLAN				MTG ENGINEERS & SURVEYORS 5930 SUMMERHILL ROAD TEXARKANA, P 903.838.8533 www.mtgengineers.c TBPE FIRM NO. F-354 AR COA NO. © MTG 2024	
LOT 6, BLOCK 1 BROOKWOOD ACRES BOWIE COUNTY, TEXAS					
Date	Revision/Description				
Drawn By B.J.H.	Checked By K.R.H.	Project No. 246060	Dwg. Date 7/15/2024	File No.	Sheet No.

210/212 Cheyenne Place



637
631
629
BELLEAU WOOD
HOLDINGS LLC
02720001500
619
617

PINTO CIRCLE
INVESTMENTS LLC 318
02720000700

314
IMMS
INVESTMENTS LLC 308-306
02720000400

302
BARTLETT,
CHARLE
CINDY
02720000100

Brookwood Dr

RENEWED HOPE
HOMES LLC 325
02720001404

LOUIS
BENTLEY LLC 317
02720001200

AKI B E S I
OLUWASEUN 309
02720001000

SUMMER
COLLEGE LLC 301
02720000800

BELLEAU WOOD
HOLDINGS LLC
12440005902

BELLEAU WOOD
HOLDINGS LLC
12440005901

BROTHERS N BROTHERS
INVEST LLC
02710002000

OWENS, DEVERL
02710000200

Cheyenne Pl

OGUNKOLADE,
TOMILOLA & MODUPE O
02710000900

TP INVESTMENT
PROPERTY LLC
02710002200

SPARTAN
IVES LLC
02710004300

SMITH
TEXARKANA PRO
02710002000

SPRADLEY ROSALYN
M & G TON E
02710004200

LEVINGSTON,
CELESTHA
02710001200

WITTERSTAEETTER,
EVA RENEE
02710001300

CHEN, JIN HU
02710002100

SMITH TEXARKANA
PRO LLC
02710002700

HO, AN
THOAI
027100014411

NETEX RENTALS
LLC SERIES JV
02710001000

BROTHERS N BROTHERS
INVESTMENTS LLC
02710003700

Belt Rd

CLARDY, EDDIE H
02710003100

ANGEL JESSICA BROWN, JOHNNY CENTEX

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☐ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

Public Information Plan:

☒	Newspaper Notice (Required by Statute)	☒	Public Hearing (Required by Statute)
☐	Public Forum/Input Session	☐	Press Release
☐	E-News Distribution	☐	Website Notice
☐	Social Media (Twitter, Facebook, etc.)	☐	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☐	

Other:

City of Texarkana, Texas

Version: A

Briefing Sheet**Update Date:** 8/20/2024 11:11 AM

Lead Department: Planning & Zoning Commission **Action Officer:** Laura Puckett, Zoning Administrator
Ordinance No. 2024-099 amending PD-79-6 for site plan approval on an approximate 5.643-acre tract of land (being Tracts 71A and 72), Thomas Price HRS, A-466, located at 524 Sowell Lane. Jason Simmons, representative of the Westside Church of Christ, owner and David Williams, MTG Engineers and Surveyors, agent.

Subject: Surveyors, agent.

Briefing: 9/9/2024 **Public Hearing:** 9/9/2024 **Council Vote:** 9/9/2024

Item ScheduleSchedule 2: Brief once - vote once (two weeks)**Updates/History of Briefing:**

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Jason Simmons, Representative for the Church/owner, and David Williams, MTG Engineers and Surveyors, agent, for site plan approval on an approximate 5.643-acre tract of land (being Tracts 71A and 72), Thomas Price HRS, A-466, located at 524 Sowell Lane. The current zoning is Planned Development-Office. The property is a church parking lot. The proposed use is an addition to the church.

The Future Land Use Map designates this property as "Regional Commercial".

The adjacent zoning is Commercial to the north, Single Family-2 to the south and east, and Loop 369 to the west. The adjacent land use is auto body shop north, Church south and TXDOT east and south, and Loop 369 to the west.

The site plan consists of the following:

1. The construction of an 8,224 sq ft building.
2. The access driveway will be off Sowell Lane.
3. There will be 104 parking spaces, including 5 handicapped spaces. All parking spaces shall be a minimum of 180 sq. ft. in size.
4. Development must meet Drainage Ordinance and Stormwater Manual Design Standards.

Staff recommends for approval of the site plan with stipulations.

City of Texarkana, Texas

The applicant should also be aware that if this site plan approval item is approved, all other applicable city code/ordinance requirements must be met including but not limited to building codes, setbacks, subdivision, fire, parking, drainage, water and sewer prior to the issuance of building permits.

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommends approval of this request with stipulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommends for approval of this request with stipulations.

Advisory Board/Committee Meeting Date and Minutes:

August 5, 2024

Attachments

- a. 2024-099 ORD site plan approval 524 Sowell Ln (DOCX)
- b. 2024-099 EXH 'A' (Site Plan)(PDF)
- c. 2024-099 EXH 'B' (Legal Description) (PDF)
- d. 2024-099 ATTH 01 (Maps) (PDF)
- e. 2024-099 ATTH 02 (Elevations) (PDF)
- f. 2024-099 Goals & Perspectives (DOCX)

Staff Coordination

Building Code Administration	Mashell Daniel	Department Head Review	
Completed	08/14/2024 3:23 PM		
Building Code Administration	Mashell Daniel	Reviewer	Completed
08/14/2024 3:23 PM			
Public Works Department	Dusty Henslee	Reviewer	Completed
08/15/2024 7:50 AM			
City Manager	David Orr	Reviewer	Completed 08/15/2024
11:16 AM			
City Council	Jennifer Evans	Meeting	Completed 08/26/2024
6:00 PM			

City of Texarkana, Texas

Meeting History

ORDINANCE NO. 2024-099

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING PD-79-6(O) FOR SITE PLAN APPROVAL ON AN APPROXIMATE 5.643-ACRE TRACT OF LAND (BEING TRACTS 71A AND 72), THOMAS PRICE HRS, A-466, LOCATED AT 524 SOWELL LANE, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS, CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed requesting the approval of a **site plan (Exhibit ‘A’)** on an approximate 5.643-acre tract of land (being Tracts 71A and 72), Thomas Price HRS, A-466, located at 524 Sowell Lane (Exhibit ‘B’) in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the subject property is zoned Planned Development-General Retail [PD-79-6(O)], and approval of the site plan (Exhibit ‘A’) would constitute an amendment to PD-79-6(O); and

WHEREAS, the proposed use is consistent with the listed uses in the Land Development Code for the zoning classification of Planned Development-General Retail; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas, and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of this amendment, have given the requisite notices by publication and otherwise, and have afforded and held full and fair hearings to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof; and

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, **voted unanimously by a vote of five (5) to zero (0) to recommend for approval of the petition for a site plan (Exhibit ‘A’)** to the City Council of the City of Texarkana, Texas; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that the approval of the site plan for the above described property is in the best interest of the public health, safety, morals and general welfare of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the site plan (Exhibit ‘A’) on an approximate 5.643-acre tract of land (being Tracts 71A and 72), Thomas Price HRS, A-466, located at 524 Sowell Lane (Exhibit ‘B’) in the City of Texarkana, Texas, Bowie County, Texas, is hereby approved and hereby amends PD-79-6(O).

SECTION 2: PD-79-6(O) is hereby amended by approval of the site plan (**Exhibit ‘A’**), incorporated herein by reference for all purposes and includes the following:

1. The construction of an 8,224 sq ft building.
2. The access driveway will be off Sowell Lane.
3. There will be 104 parking spaces, including five (5) handicapped spaces. All parking spaces shall be a minimum of 180 sq. ft. in size.
4. Development must meet Drainage Ordinance and Stormwater Manual Design Standards.

SECTION 3: It is further provided that in case a section, clause, sentence or part of this ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this ordinance.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

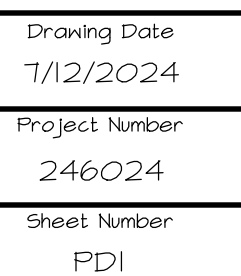
SECTION 5: This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **9th day of September, 2024.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



LOCATION MAP
N.T.S.

X:\2024 Projects\246024 West Side Church of Christ Multi Purpose Building\05 Engineering Design\West Side Coif PD Site Plan.pro
 Fri Jul 12, 2024 7:57AM

Amendment to PD-79-6

TRACT ONE:

All that certain tract or parcel of land situated in the THOMAS PRICE HEADRIGHT SURVEY, Bowie County, Texas, and being a portion of a certain 12.078 acre tract of land deeded to Local Union No. 526, International Chemical Workers Building Corp., said 12.078 acre tract being a part of a certain 50 acre tract of land described by Deed dated December 15, 1903, and recorded in Volume 39, Page 110, Deed Records, Bowie County, Texas, subject tract being more particularly described by metes and bounds as follows:

BEGINNING at an iron pipe for corner at a fence corner, the Northeast corner of a certain 8.394 acre tract of land conveyed to the State of Texas by Deed dated July 6, 1960, of record in Volume 386, Pages 219-223, Deed Records, Bowie County, Texas, and being 450 feet North of the Southeast corner of said 50 acre tract;

THENCE S 89 deg. 55' 20" W, with the North line of said 8.394 acre tract, same being a fence, 223.23 feet to an iron pipe for corner, same being the Southwest corner of a certain 2 acre Church tract;

THENCE N 00 deg. 49' 54" E, with the East line of said Church tract, same being a fence line, 208.71 feet to an iron pipe for corner;

THENCE West, with the North line of said Church tract, 417.42 feet to an iron pipe for corner on the East right-of-way line of Loop 151;

THENCE N 00 deg. 49' 54" E, with said Loop 151 right-of-way line, 177.67 feet to an iron pipe for corner;

THENCE East, 634.55 feet to an iron pipe for corner in the East line of said 12.078 acre tract;

THENCE S 00 deg. 04' 23" E, with the East line of said 12.078 acre tract, 386.04 feet to the POINT OF BEGINNING and containing 3.654 acres of land, more or less.

TRACT TWO:

All that certain tract or parcel of land situated in the THOMAS PRICE HR SURVEY and being a part of a certain 50 acre tract of land described by deed dated December 15, 1903, and recorded in Volume 39, Page 110, Deed Records of Bowie County, Texas, subject 2.00 acre tract being more particularly described by metes and bounds as follows:

BEGINNING at a concrete ROW marker in the East ROW line of Loop 151 and in the North line of a certain 8.394 acre tract owned by the State of Texas, said Point of Beginning being 450 feet North and 641.0 feet West of the Southeast corner of said 50 acre tract;

THENCE N 00 deg. 36' E with the East ROW line of Loop 151, 208.71 feet to an iron pipe for corner in said line;

THENCE E. 417.42 feet to an iron pipe for corner;

THENCE S 00 deg. 36' W, 208.71 feet to an iron pipe for corner in the North line of said 8.394 acre tract;

THENCE W along the North line of said 8.394 acre tract 417.42 feet to the Place of Beginning, and containing 2.00 acres of land, more or less.

5

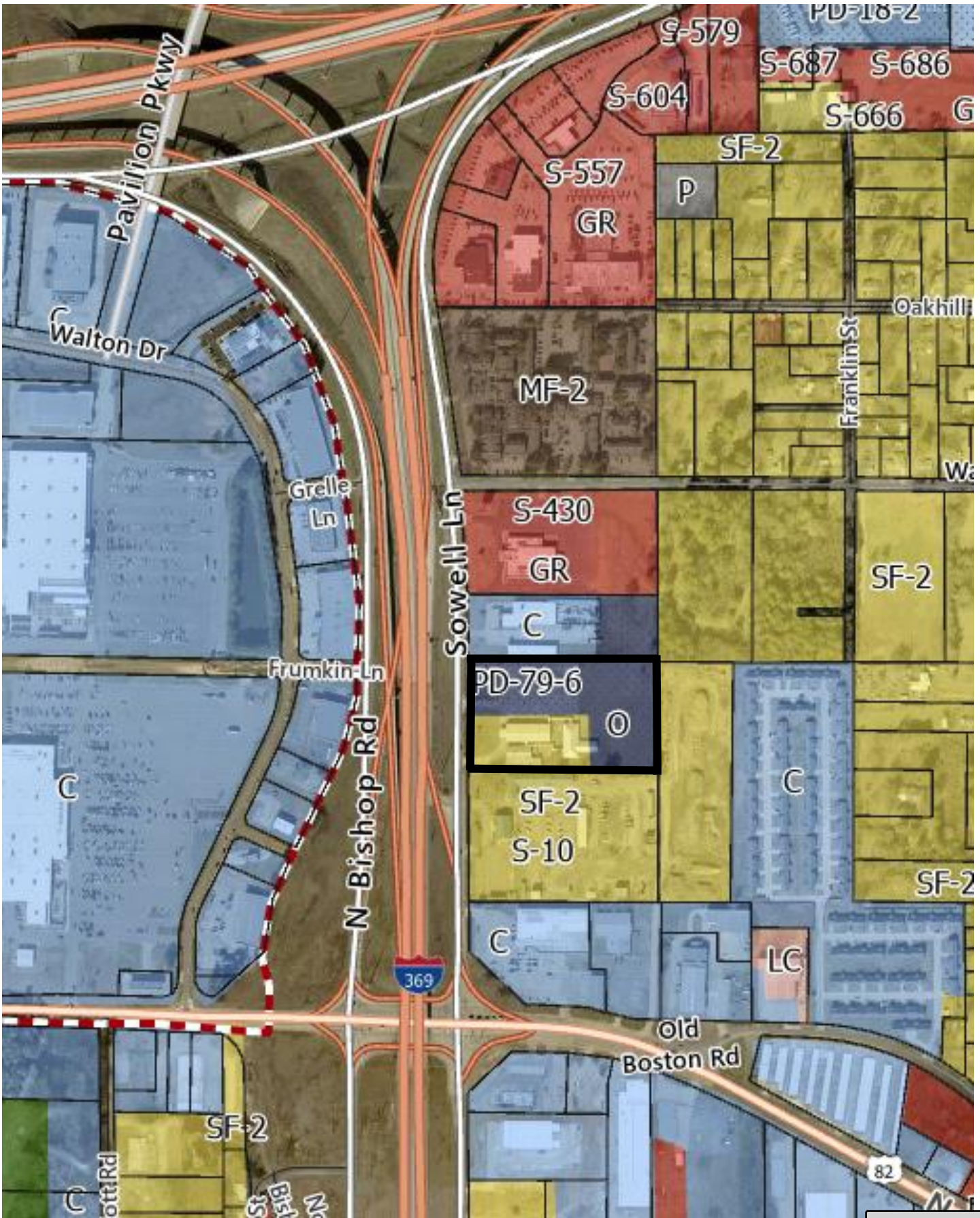
EXHIBIT "A"

9857

Vol 1m 2522

Page 149

524 Sowell Lane



Attachment: 2024-099 ATTH 01 (Maps) (4304 : 2024-099 ORD Amendment to PD-79-6 site plan approval 524 Sowell Lane)

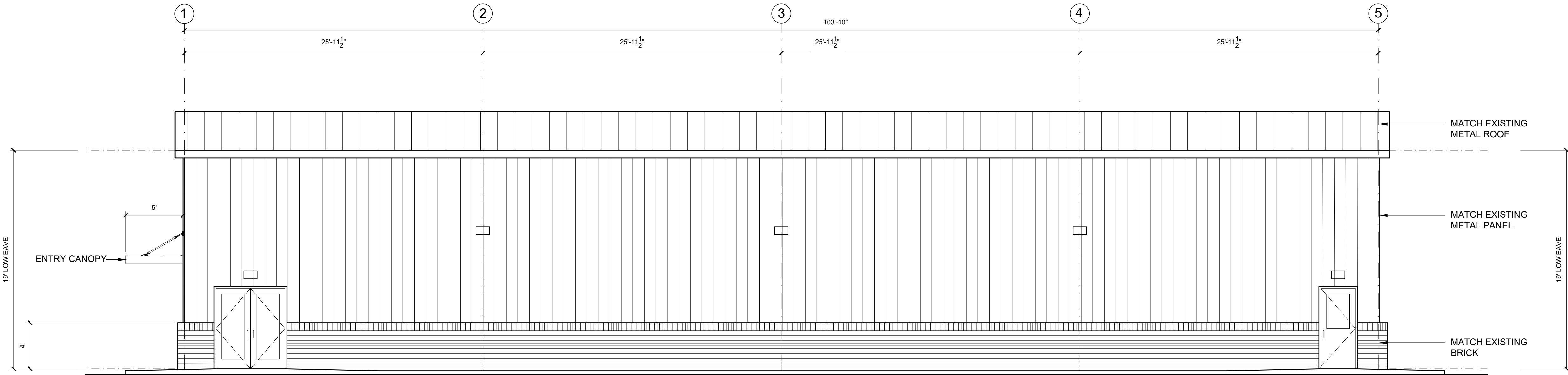
524 Sowell Lane



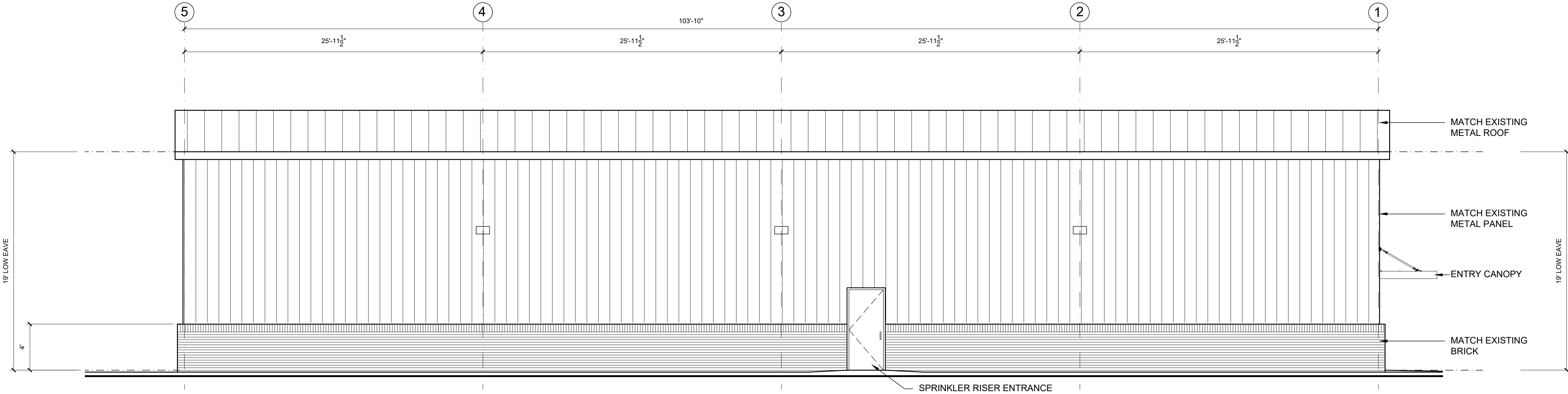
Attachment: 2024-099 ATTH 01 (Maps) (4304 : 2024-099 ORD Amendment to PD-79-6 site plan approval 524 Sowell Lane)

2024-099 ATTH 02

Amendment to PD-79-6



02 South Exterior Elevation
Scale: 3/16" = 1'-0



01 North Exterior Elevation
Scale: 3/16" = 1'-0

© 2024 Joe Crews Architects
All Rights Reserved.
All materials embodied herein
constitute an original work by the
Architect; the Architect owns all
copyrights herein. The viewer may
not reproduce, display or distribute
this work or prepare derivative
works based on this work without
the express written consent of
the copyright owner.

Westside Church of Christ
524 Sowell Lane
Texarkana, Texas 75501

Joe Crews
Architect, LLC

Architecture
Interiors
Planning
Accessibility
Specialist

6500 Summerhill Road
Building One, Ste. 211
Texarkana, Texas
75503
T. 903.748.9050
joe@joe crews.com



JUNE 26, 2024
Project No. 2023-2
Drawn By: jc
Date: tbd

Sheet Title:
Proposed
Exterior
Elevations

Drawing No.
A6.1

© 2024 Joe Crews Architects
All Rights Reserved.
All materials embodied herein
constitute an original work by the
Architect; the Architect owns all
copyrights herein. The viewer may
not reproduce, display or distribute
this work or prepare derivative
works based on this work without
the express written consent of
the copyright owner.

Westside Church of Christ
524 Sowell Lane
Texarkana, Texas 75501

Joe Crews
Architect, LLC

Architecture
Interiors
Planning
Accessibility
Specialist

6500 Summerhill Road
Building One, Ste. 211
Texarkana, Texas
75503
T. 903.748.9050
joe@joe crews.com



JUNE 26, 2024
Project No. 2023-2
Drawn By: jc
Date: tbd

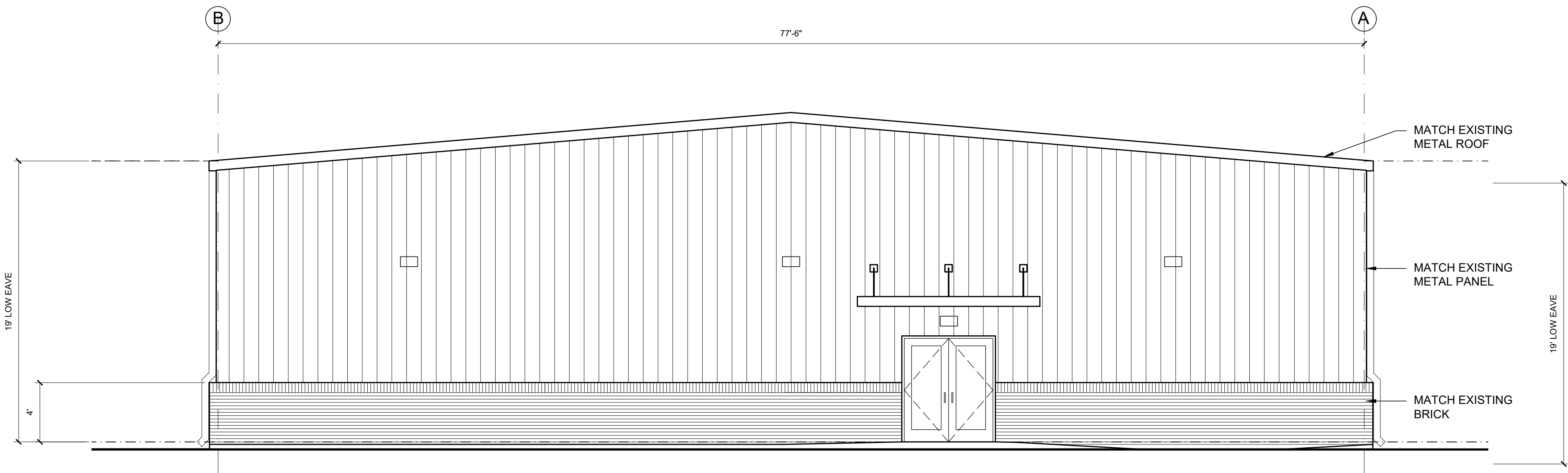
Sheet Title:
Proposed
Exterior
Elevations

Drawing No.
A6.2

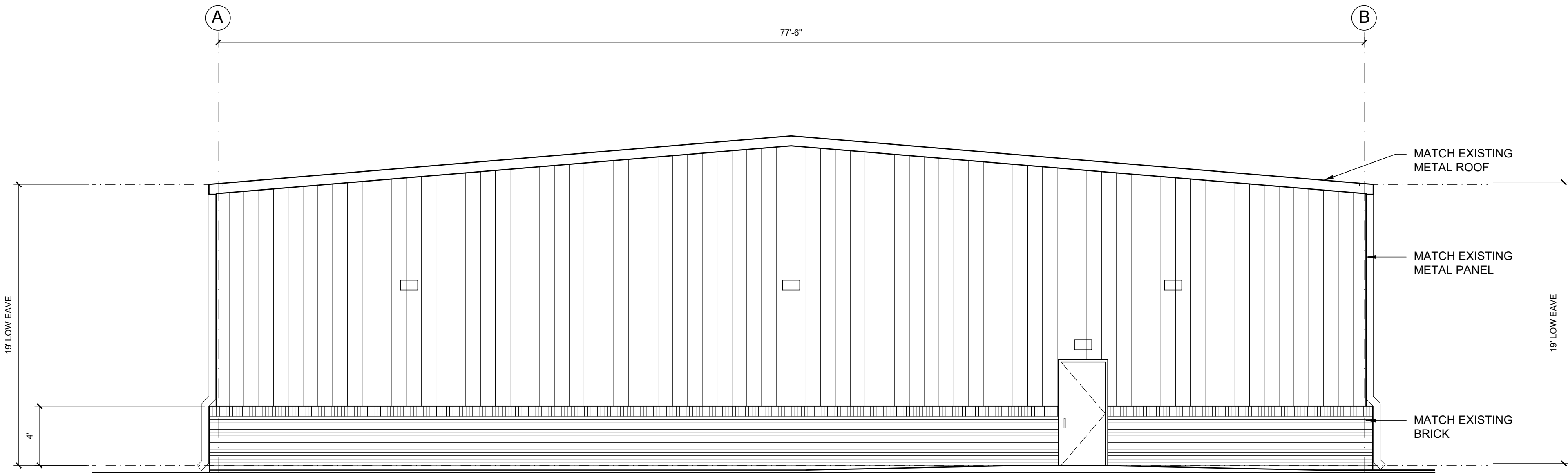
Attachment: 2024-099 ATTH 02 (Elevations) (4304 : 2024-099 ORD Amendment to PD-79-6 site plan approval 524 Sowell Lane)

2024-099 ATTH 02

Amendment to PD-79-6



02 West Exterior Elevation
Scale: 3/16" = 1'-0



01 East Exterior Elevation
Scale: 3/16" = 1'-0

© 2024 Joe Crews Architects
All Rights Reserved.
All materials embodied herein
constitute an original work by the
Architect; the Architect owns all
copyrights herein. The viewer may
not reproduce, display or distribute
this work or prepare derivative
works based on this work without
the express written consent of
the copyright owner.

Westside Church of Christ
524 Sowell Lane
Texarkana, Texas 75501

Joe Crews
Architect, LLC

Architecture
Interiors
Planning
Accessibility
Specialist

6500 Summerhill Road
Building One, Ste. 211
Texarkana, Texas
75503
T. 903.748.9050
joe@joe crews.com



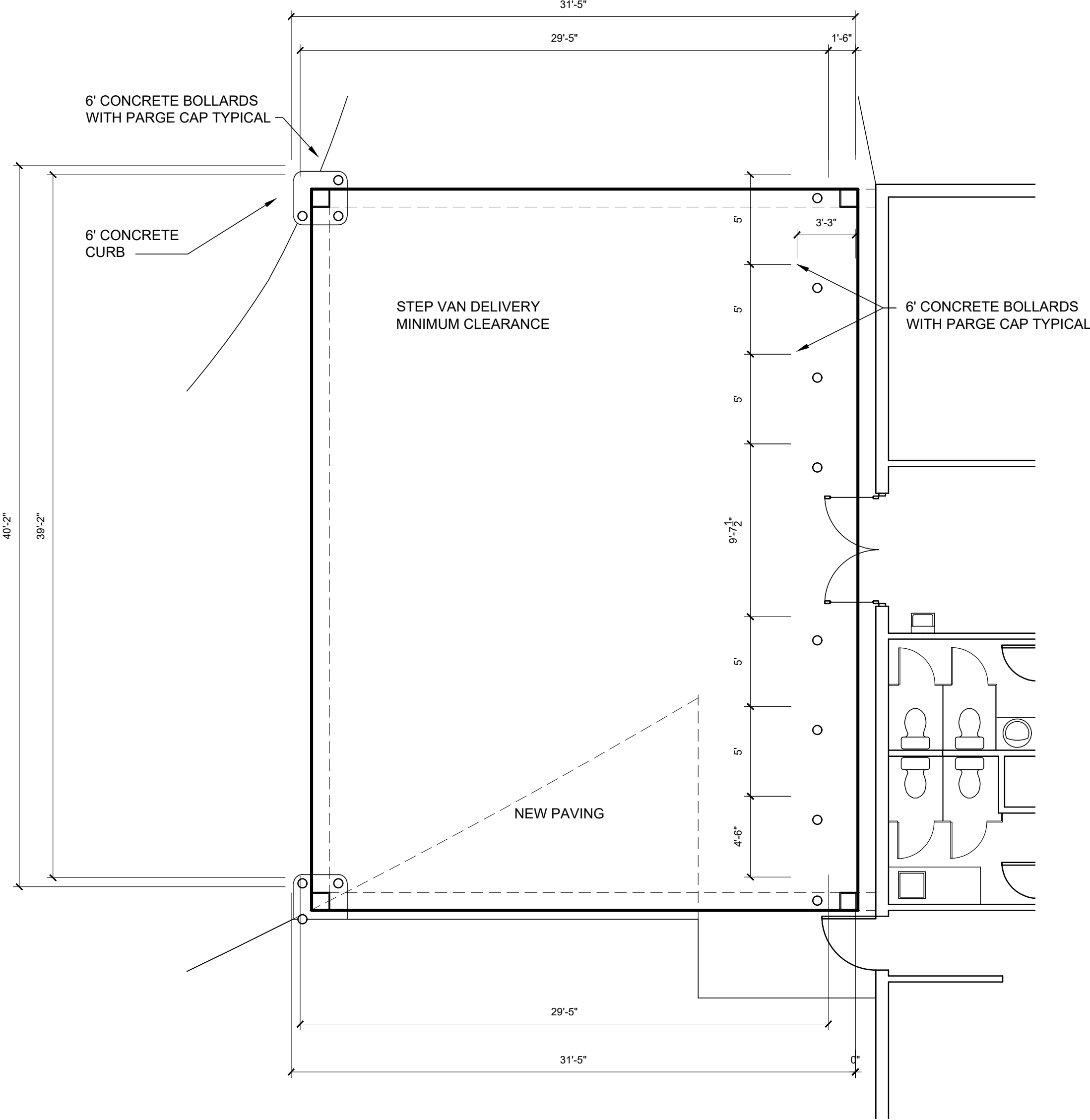
JUNE 26, 2024
Project No. 2023-2
Drawn By: jc
Date: tbd

Sheet Title:
Proposed
Canopy
Elevations

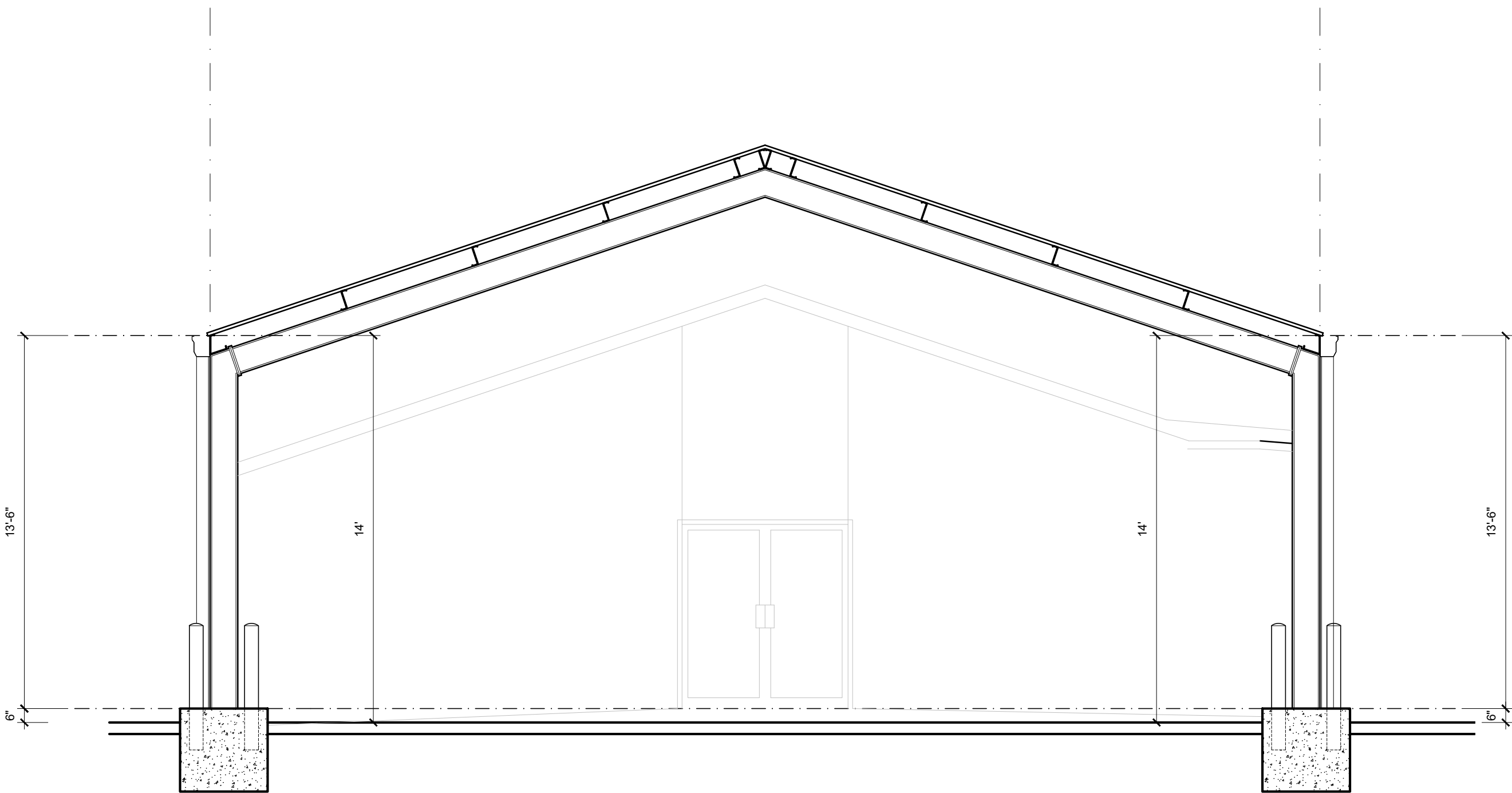
Drawing No.
A6.3

Attachment: 2024-099 ATTH 02 (Elevations) (4304 : 2024-099 ORD Amendment to PD-79-6 site plan approval 524 Sowell Lane)

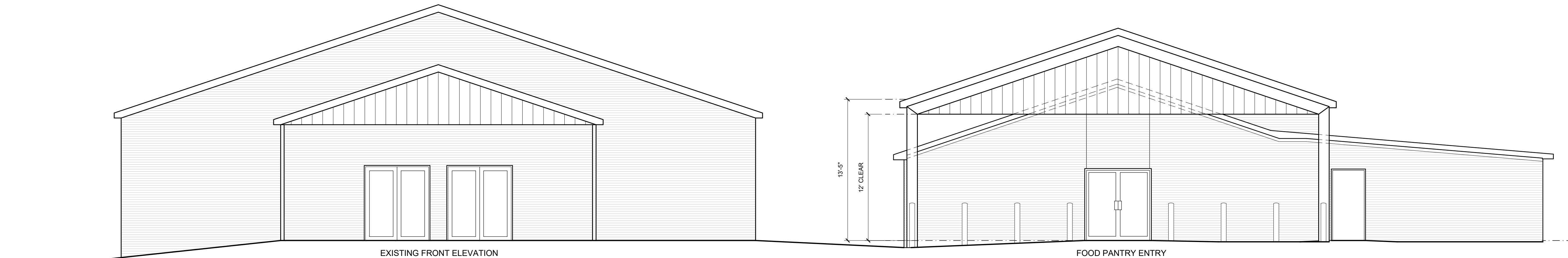
2024-099 ATTH 02 Amendment to PD-79-6



02 Canopy Plan at Food Pantry
Scale: 3/16" = 1'-0"



03 Section @ Food Pantry Canopy
Scale: 1/4" = 1'-0"



01 West Exterior Elevation
Scale: 3/16" = 1'-0"

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☐ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

Public Information Plan:

☒	Newspaper Notice (Required by Statute)	☒	Public Hearing (Required by Statute)
☐	Public Forum/Input Session	☐	Press Release
☐	E-News Distribution	☐	Website Notice
☐	Social Media (Twitter, Facebook, etc.)	☐	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☐	

Other:

City of Texarkana, Texas

Briefing Sheet

Version: A

Update Date: 8/19/2024 2:47 PM

Lead Department:	<u>Planning & Zoning</u>	Action Officer:	<u>Laura Puckett, Zoning</u>
	<u>Commission</u>		<u>Administrator</u>
Subject:	<u>Ordinance No. 2024-100 granting a Specific Use Permit for one additional use of tattooing on Lots 7 and 8, Block 108, City Triggs Addition, located at 1002 Wood Street. Bryan Callaway, owner and Joaquin Hernandez, agent.</u>		
Briefing:	<u>9/9/2024</u>	Public Hearing:	<u>9/9/2024</u>
		Council Vote:	<u>9/9/2024</u>

Item Schedule

Schedule 2: Brief once - vote once (two weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Bryan Callaway, owner, and Joaquin Hernandez, agent, for a Specific Use Permit to allow an additional use for tattooing on Lots 7 & 8, Block 108, City Triggs Addition, located at 1002 Wood Street. The property is zoned Neighborhood Service.

The Future Land Use Map has designated this property as "Downtown District".

The adjacent zoning is Commercial to the north and east, and Office to the south and west. The adjacent land usage is business to the north, east and west and church to the south.

A Specific Use Permit is required to allow permanent cosmetics in the General Retail zoning district.

Staff recommends for approval of this request with the following stipulations:

1. That the owner/or any employee performing the application of tattooing procedures be currently licensed by the State and meet all Federal, State and City licensing laws and health regulations. (A copy of the current license must be provided to the City prior to the opening of the business).
2. That if any complaints concerning minors or any violations of the regulations listed above occur, the City has the right to revoke the Specific Use Permit.
3. That if this use ever ceases at this location, the City may revoke the Specific Use Permit that allows a tattoo studio.
4. That the sale of tobacco products or drug paraphernalia is prohibited.

City of Texarkana, Texas

5. That any remodeling of the current building must meet all city codes and requires licensed contractors.
6. That no painting of the windows or the building with advertisement or graphic art.

The applicant should also be aware that if this zoning change is approved, all other applicable city code/ordinance requirements must be met including but not limited to building codes, setbacks, subdivision, fire, parking, drainage, water and sewer prior to the issuance of building permits.

All notifications and application requirements have been met to consider this request.

Potential Options:

Approved

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommends approval of this request with stipulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

The Planning and Zoning Commission unanimously recommends for approval of this request with stipulations.

Advisory Board/Committee Meeting Date and Minutes:

August 5, 2024

Attachments

- a. 2024-100 ORD granting SUP for 1002 Wood St (DOCX)
- b. 2024-100 ATTH 01 (Maps) (PDF)
- c. 2024-100 Goals & Perspectives (DOCX)

Staff Coordination

Building Code Administration	Mashell Daniel	Department Head Review	
Completed	08/14/2024 3:24 PM		
Building Code Administration	Mashell Daniel	Reviewer	Completed
08/14/2024 3:24 PM			
Public Works Department	Dusty Henslee	Reviewer	Completed
08/15/2024 7:51 AM			

City of Texarkana, Texas

City Manager 11:16 AM	David Orr	Reviewer	Completed	08/15/2024
City Council 6:00 PM	Jennifer Evans	Meeting	Completed	08/26/2024

Meeting History

ORDINANCE NO. 2024-100

S-791

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE ZONING MAP SHOWING THE LOCATION, BOUNDARY AND USE OF CERTAIN PROPERTY BY THE GRANTING OF SPECIFIC USE PERMIT NO. S-791 TO ALLOW ONE ADDITIONAL USE OF A TATTOO STUDIO ON LOTS 7 AND 8, BLOCK 108, CITY TRIGGS ADDITION, LOCATED AT 1002 WOOD STREET, IN THE CITY OF TEXARKANA, BOWIE COUNTY, TEXAS; CONTAINING A REPEALER CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, an application has been filed with the City of Texarkana, Texas, requesting an amendment to the Zoning Ordinance to grant a **Specific Use Permit** to allow one additional use of a **tattoo studio on Lots 7 and 8, Block 108, City Triggs Addition, located at 1002 Wood Street**, in the City of Texarkana, Bowie County, Texas; and

WHEREAS, the Planning and Zoning Commission of the City of Texarkana, Texas, and the City Council of the City of Texarkana, Texas, in compliance with the laws of the State of Texas with reference to the granting of zoning classifications and changes, have given the requisite notices by publication and otherwise, and have afforded and held full and fair hearings to all property owners generally and to all persons interested and situated in the affected area and in the vicinity thereof; and

WHEREAS, after consideration of said application, the Planning and Zoning Commission of the City of Texarkana, Texas, voted **unanimously five (5) to zero (0) to recommend** to the City Council of Texarkana, Texas, that a **Specific Use Permit be granted to allow one additional use of a tattoo studio** on said property; and

WHEREAS, after consideration of said application and the recommendation of the Planning and Zoning Commission, the City Council of the City of Texarkana, Texas, does hereby find that granting the **Specific Use Permit** is in the best interest of the public health, safety, morals and general welfare of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the Zoning Ordinance of the City of Texarkana, Texas, Ordinance No. 127-70, passed and approved on September 14, 1970, be further amended to grant **Specific Use Permit Numbered S-791** for one additional use of a **tattoo studio on Lots 7 and 8, Block 108, City Triggs Addition, located at 1002 Wood Street**, in the City of Texarkana, Bowie County, Texas.

Attachment: 2024-100 ORD granting SUP for 1002 Wood St (4305 : 2024-100 ORD granting an SUP for tattooing at 1002 Wood Street)

SECTION 2: That the following stipulations are hereby imposed and made a part of this ordinance:

1. That the owner/or any employee performing the application of tattooing procedures be currently licensed by the State and meet all Federal, State and City licensing laws and health regulations. (A copy of the current license must be provided to the City prior to the opening of the business).
2. That if any complaints concerning minors or any violations of the regulations listed above occur, the City has the right to revoke the Specific Use Permit.
3. That if this use ever ceases at this location, the City may revoke the Specific Use Permit that allows a tattoo studio.
4. That the sale of tobacco products or drug paraphernalia is prohibited.
5. That the hours of operation are by appointment only during normal business hours, 11:00 a.m. to 7:00 p.m. (9:00 p.m. by appointment only).
6. That any remodeling of the current building must meet all city codes and requires licensed contractors.
7. That no painting of the windows or the building with advertisement or graphic art is allowed.

SECTION 3: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 4: It is further provided that in case a section, clause, sentence or part of this ordinance shall be deemed or adjudged by a court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair, or invalidate the remainder of this ordinance.

SECTION 5: That this ordinance shall be in full force and effect from and after its passage and approval.

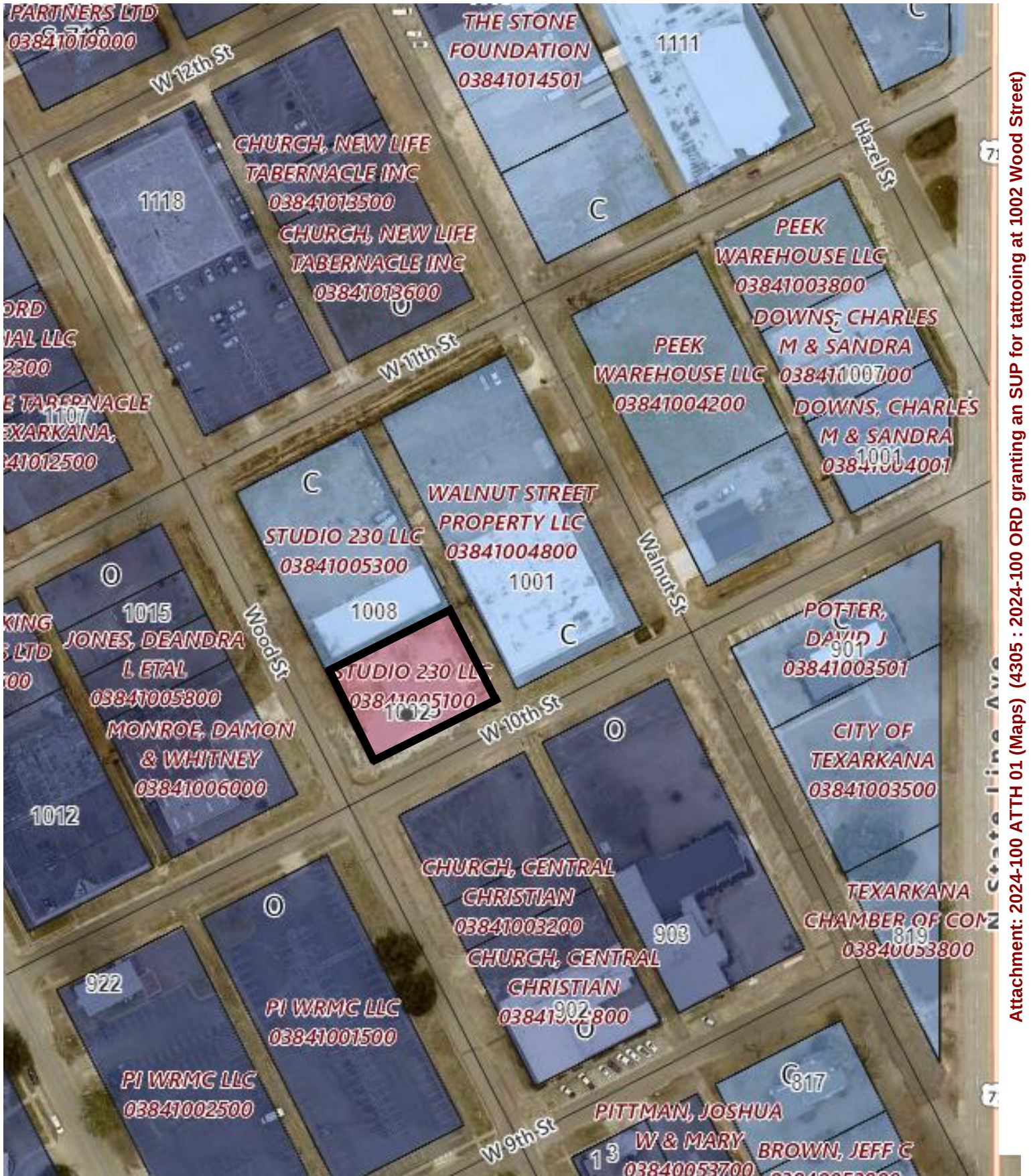
PASSED AND APPROVED in Regular Council Session on this the **9th day of September, 2024.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

1002 Wood Street



Attachment: 2024-100 ATTH 01 (Maps) (4305 : 2024-100 ORD granting an SUP for tattooing at 1002 Wood Street)

1002 Wood Street



Attachment: 2024-100 ATTH 01 (Maps) (4305 : 2024-100 ORD granting an SUP for tattooing at 1002 Wood Street)

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☐ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

Public Information Plan:

☒	Newspaper Notice (Required by Statute)	☒	Public Hearing (Required by Statute)
☐	Public Forum/Input Session	☐	Press Release
☐	E-News Distribution	☐	Website Notice
☐	Social Media (Twitter, Facebook, etc.)	☐	Special Mailing
☐	Flyers Posted	☐	Banners Posted
☐	Survey	☐	Automated Phone Call
☐	None Required	☐	

Other:

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 8/21/2024 2:45 PM

Lead Department: City Manager **Action Officer:** Jennifer Evans, City Secretary
Resolution No. 2024-101 authorizing continuation of applying FY 2024 water production rate of \$1.2606 per 1,000 gallons to the FY 2025 water supply contract billing for all Member Entities with joint ownership interest in the Highway 82 water transmission line, with the funds accumulated in excess of the calculated FY 2025 water production cost of \$1.0895 per 1,000 gallons deposited in an interest-bearing account dedicated to fund the upcoming project to relocate a portion of the jointly-owned Highway 82 water transmission line.

Subject:

Briefing: 9/9/2024**Public Hearing:** 9/9/2024**Council Vote:** 9/9/2024

Item Schedule

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

At a meeting held during the week of August 12, 2024, members of Riverbend Water Resources District

decided to allow the current FY24 water production rate of \$1.2606/1000 Gallons to be charged for FY25 even though the actual water production rate is going down in FY25 to \$1.0895/1000 Gallons. There is an upcoming project next year to relocate a portion of the HWY 82 transmission line out of the way of the road when TxDOT widens it between DeKalb and the Red River County Line, and those extra funds generated will be used to help pay a portion of that construction debt.

The funds will be put in an interest-bearing account and held for each of the participating members until the funds are ready to use for the transmission line relocation project. The current project cost estimate stood at approximately \$6-\$7.5 million. The expected total to be generated in FY25, by staying at the current, FY24 rate is approximately \$730,000.

As this is the line that is currently jointly owned by the original member entities, there would be seven members participating. They are Wake Village, Hooks, Maud, DeKalb, Annona, New Boston, and Texarkana.

Potential Options:

- To accept the resolution as presented
- To not accept the resolution as presented

Fiscal Implications:

Generated funds of approximately \$730,000, from the seven-member entities participating, would be put in an interest-bearing account to help fund the upcoming transmission line relocation project.

City of Texarkana, Texas

Staff Recommendation:

Staff recommends approval of this resolution.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2024-101 RES RWRD wtr line relocate generated funds (jcl rev) (DOCX)
- b. 2024-101 Goals & Perspectives (DOCX)

Staff Coordination

City Manager	Jennifer Evans	Department Head Review	Completed
	08/19/2024 3:04 PM		
City Manager	David Orr	City Manager Review Completed	08/22/2024
5:30 PM			
City Council	Jennifer Evans	Meeting	Completed 08/26/2024
6:00 PM			

Meeting History

RESOLUTION NO. 2024 -101

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS AUTHORIZING CONTINUATION OF APPLYING FY 2024 WATER PRODUCTION RATE OF \$1.2606 PER 1,000 GALLONS TO THE FY 2025 WATER SUPPLY CONTRACT BILLING FOR ALL MEMBER ENTITIES WITH JOINT OWNERSHIP INTEREST IN THE HIGHWAY 82 WATER TRANSMISSION LINE, WITH THE FUNDS ACCUMULATED IN EXCESS OF THE CALCULATED FY 2025 WATER PRODUCTION COST OF \$1.0895 PER 1,000 GALLONS DEPOSITED IN AN INTEREST-BEARING ACCOUNT DEDICATED TO FUND THE UPCOMING PROJECT TO RELOCATE A PORTION OF THE JOINTLY-OWNED HIGHWAY 82 WATER TRANSMISSION LINE.

WHEREAS, the City of Texarkana, Texas (“Texarkana”), formed in 1873, is a home-rule municipality operating under a municipal charter adopted as authorized by Article XI, Section 5, of the Texas Constitution and as recognized by Texas Local Government Code Section 5.004 and having full power of local self-government; and

WHEREAS, Riverbend Water Resources District is charged with oversight of the annual True-Up conducted amongst and between Texarkana Water Utilities and all Member Entities; and

WHEREAS, Riverbend Water Resources District held an annual True-Up meeting on July 17, 2024, at the Riverbend offices, to discuss the true-up process and information provided by Texarkana Water Utilities; and

WHEREAS, the proposed water production rate is shown to decrease in FY 2025 from \$1.2606/1,000 gallons used to \$1.0895/1,000 gallons used; and

WHEREAS, there is an upcoming Texas Department of Transportation project to widen Highway 82 which will force a portion of the current water transmission line along Highway 82 to be relocated; and

WHEREAS, this water transmission line is partially owned by each of the Member Entities, including the City of Texarkana, Texas; and

WHEREAS, the current cost estimate for the project is approximately \$7.5 million and funding is needed to pay for this relocation project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: The City Council authorizes the City Manager or designee to continue to apply FY 2024 water production rate of \$1.2606/1,000 gallons to the FY 2025 water supply contract billing

for all Member Entities with joint ownership interest in the Highway 82 water transmission line and to continue to apply said rate for internal City accounting for water production for FY 2025; funds accumulated in excess of the calculated FY 2025 water production cost of \$1.0895/1,000 gallons shall be deposited in an interest-bearing account dedicated to fund the upcoming project to relocate a portion of the jointly-owned Highway 82 water transmission line.

SECTION 2: This Resolution shall be in full force and effect from and after its passage and approval.

PASSED and APPROVED in Regular Council Session this **9th day of September, 2024.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☒ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☒ Provide Courteous & Responsive Customer Service ☐ Model a Positive City Image ☐ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

Public Information Plan:

☐ Newspaper Notice (Required by Statute)	☐ Public Hearing (Required by Statute)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website Notice
☐ Social Media (Twitter, Facebook, etc.)	☐ Special Mailing
☐ Flyers Posted	☐ Banners Posted
☐ Survey	☐ Automated Phone Call
☐ None Required	☐

Other:

City of Texarkana, Texas

Version: B

Update Date: 8/13/2024 3:00 PM

Briefing Sheet

Lead Department: City Attorney **Action Officer:** Jeffery Lewis,
Resolution No. 2024-077 updating the Citizens Petition Policy focusing on
Subject: petition requirements to address matters currently before the City Council for
consideration at an upcoming meeting.

Briefing: 8/26/2024 **Public Hearing:** 8/26/2024 **Council Vote:** 8/26/2024

Item ScheduleSchedule 3: No briefing required (one week)**Updates/History of Briefing:**

NOT APPLICABLE

Executive Summary and Background Information:

The City Council adopted a Citizens Petition Policy by Res. No. 2016-005 [eff. March 14, 2016] to provide a process for citizen interests and concerns related to public business conducted by the City Council not otherwise addressed by law or other policy. During the intervening years, the City expanded and added other forms of citizen communications for reporting requests or concerns to the City, and the City Council updated the public comment process during regular Council meetings to incorporate amendments to Texas law. Therefore, the proposed update of the Citizens Petition Policy streamlines and focuses petition requirements, not otherwise governed by law or City ordinance, to address a particular action currently under consideration by the City Council.

Potential Options:

Approve (or decline to approve) the updated Citizens Petition Policy.

Fiscal Implications:

None.

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

None.

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

City of Texarkana, Texas

Attachments

- a. 2024-077 RES amend petition policy v3 (DOCX)
- b. 2024-077 (current) Petition Information
- c. 2024-077 Goals & Perspectives (DOCX)
- d. 2024-077 RES update citizens petition policy signed (PDF)

Staff Coordination

City Attorney	Jeffery C. Lewis	Department Head Review	Completed	
	07/09/2024 11:59 AM			
Economic Development	Jennifer Evans	Review	Skipped	
	07/24/2024 11:21 AM			
City Secretary	Jennifer Evans	Review	Completed	08/05/2024
3:20 PM				
City Manager	David Orr	City Manager Review	Completed	08/05/2024
3:36 PM				
City Council	Jennifer Evans	Meeting	Completed	08/12/2024
6:00 PM				

Meeting History

08/12/24 City Council MOVED FORWARD Next: 08/26/24

RESOLUTION NO. 2024-077**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, UPDATING THE CITIZENS PETITION POLICY FOCUSING PETITION REQUIREMENTS TO ADDRESS MATTERS CURRENTLY BEFORE THE CITY COUNCIL FOR CONSIDERATION AT AN UPCOMING MEETING; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City Council adopted a Citizens Petition Policy by Resolution No. 2016-005 [eff. March 14, 2016] to provide a process for citizen interests and concerns related to public business conducted by the City Council not otherwise addressed by law or other policy; and

WHEREAS, during the intervening years, the City expanded and added other forms of citizen communications for reporting requests or concerns to the City, and the City Council updated the public comment process during regular Council meetings to incorporate amendments to Texas law; and

WHEREAS, continuing to recognize the role of petitions to government in the communication between citizens and elected officials, the City Council updates the Citizens Petition Policy to streamline and focus petition requirements, not otherwise governed by law or City ordinance, to address a particular action currently under consideration by the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: The City Council adopts the updated Citizen Petition Policy, as follows:

* * * * *

Citizen Petition Policy

The City Council of the City of Texarkana, Texas, recognizing the role of petitions to government in the communication between citizens and elected officials, adopts this Citizen Petition Policy. The City is committed to citizen engagement, and petitions are one of many communications tools the City makes available, so citizens have input into the City Council's deliberative process.

A petition is a formal written request made to the City Council of the City of Texarkana, Texas, on a matter currently before the Council for consideration at an upcoming meeting. A petition, after submittal to the City, is a public document and subject to Texas Government Code Chapter 552, the "Texas Public Information Act".

Purpose of Policy

This policy establishes procedures for the submission and consideration of petitions. This policy applies to all citizen-submitted petitions excepting those governed by law, City Charter, or City ordinance. This policy is not intended to replace or substitute other forms of citizen communication to the City or the City Council (examples include communicating by mail, e-mail, or telephone to an elected official or city employee; speaking during a noticed public hearing; or delivering comments during the "Open Forum" of every regular City Council meeting).

Petition Requirements

- The petition must be addressed to the City Council of the City of Texarkana, Texas, and request a particular action on a matter currently before the City Council for consideration at an upcoming meeting.
- The petition must be legible, whether typewritten or printed in ink.
- Each petitioner must print and sign the person's own name and disclose the person's residential address within the city limits of Texarkana, Texas (paper petitions must contain original signatures only, written directly on the petition; electronic petitions must also include each petitioner's current e-mail address).
- For petitions with multiple signature pages, the text of the petition must be listed at the top of each page; and pages should be numbered, with the total number of pages indicated on each numbered page.
- The petition must be appropriate and respectful in tone and must not contain any improper or offensive language or information.
- The petition must clearly disclose on each page the following: *I understand, when signing this petition, that submitting it to the City will make this a public document subject to Texas Government Code Chapter 552, the "Texas Public Information Act".*

Submission and Review

Completed petitions must be submitted to the attention of the City Secretary (by mail or delivered in person to Texarkana, Texas City Hall, 220 Texas Blvd, Texarkana, Texas 75501, or delivered by e-mail to j.evans@texarkanatexas.gov), who shall evaluate all petitions for conformance with requirements of this policy.

All petitions conforming with the requirements of this policy shall be submitted to the City Council prior to the meeting noticed for the matter pertinent to the petition and currently before the Council for consideration. If the timing of submittal and conformance review allows for inclusion in the Council's agenda packet for said meeting, the petition shall be added to the packet.

Petitions deemed to be non-conforming will not be referred to the City Council; however, if such petitions otherwise conform with the requirements of this policy

excepting the requirement of relating to a matter currently before the Council for consideration at an upcoming meeting, such petitions shall be referred to the City Manager or designee.

Retention and Disclosure

All petitions submitted to the City, whether conforming or nonconforming with the policy requirements, shall be retained in the City Secretary's office and kept in accordance with the retention schedule promulgated by Texas law and regulations.

Sample Petition Template

To the City Council of the City of Texarkana, Texas
220 Texas Blvd.
Texarkana, Texas 75501

I / We, the undersigned, petition the City Council as follows:
[describe the request being made to the City Council on the matter currently before the Council for consideration at an upcoming meeting]

Number of pages: ____ *[insert specific page number]* of ____ *[insert total number of pages]*

Signature Printed Name Residence Address E-mail address (for e-petitions)

[bottom of each page]

I understand, when signing this petition, that submitting it to the City will make this a public document subject to Texas Government Code Chapter 552, the "Texas Public Information Act".

* * * * *

SECTION 2: This Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **26th** day of **August, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☒ Foster a Healthy Community
Run the Operations	☒ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☒ Provide Courteous & Responsive Customer Service ☐ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

Public Information Plan:

☐ Newspaper Notice (Required by Statute)	☐ Public Hearing (Required by Statute)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website Notice
☐ Social Media (Twitter, Facebook, etc.)	☐ Special Mailing
☐ Flyers Posted	☐ Banners Posted
☐ Survey	☐ Automated Phone Call
☒ None Required	☐

Other: Update to current web page

RESOLUTION NO. 2024-077

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, UPDATING THE CITIZENS PETITION POLICY FOCUSING PETITION REQUIREMENTS TO ADDRESS MATTERS CURRENTLY BEFORE THE CITY COUNCIL FOR CONSIDERATION AT AN UPCOMING MEETING; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council adopted a Citizens Petition Policy by Resolution No. 2016-005 [eff. March 14, 2016] to provide a process for citizen interests and concerns related to public business conducted by the City Council not otherwise addressed by law or other policy; and

WHEREAS, during the intervening years, the City expanded and added other forms of citizen communications for reporting requests or concerns to the City, and the City Council updated the public comment process during regular Council meetings to incorporate amendments to Texas law; and

WHEREAS, continuing to recognize the role of petitions to government in the communication between citizens and elected officials, the City Council updates the Citizens Petition Policy to streamline and focus petition requirements, not otherwise governed by law or City ordinance, to address a particular action currently under consideration by the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: The City Council adopts the updated Citizen Petition Policy, as follows:

* * * * *

Citizen Petition Policy

The City Council of the City of Texarkana, Texas, recognizing the role of petitions to government in the communication between citizens and elected officials, adopts this Citizen Petition Policy. The City is committed to citizen engagement, and petitions are one of many communication tools the City makes available, so citizens have input into the City Council's deliberative process.

A petition is a formal written request made to the City Council of the City of Texarkana, Texas, on a matter currently before the Council for consideration at an upcoming meeting. A petition, after submittal to the City, is a public document and subject to Texas Government Code Chapter 552, the "Texas Public Information Act".

Purpose of Policy

This policy establishes procedures for the submission and consideration of petitions. This policy applies to all citizen-submitted petitions excepting those governed by law, City Charter, or City ordinance. This policy is not intended to replace or substitute other forms of citizen communication to the City or the City Council (examples include communicating by mail, e-mail, or telephone to an elected official or city employee; speaking during a noticed public hearing; or delivering comments during the "Open Forum" of every regular City Council meeting).

Petition Requirements

- The petition must be addressed to the City Council of the City of Texarkana, Texas, and request a particular action on a matter currently before the City Council for consideration at an upcoming meeting.
- The petition must be legible, whether typewritten or printed in ink.
- Each petitioner must print and sign the person's own name and disclose the person's residential address within the city limits of Texarkana, Texas (paper petitions must contain original signatures only, written directly on the petition; electronic petitions must also include each petitioner's current e-mail address).
- For petitions with multiple signature pages, the text of the petition must be listed at the top of each page; and pages should be numbered, with the total number of pages indicated on each numbered page.
- The petition must be appropriate and respectful in tone and must not contain any improper or offensive language or information.
- The petition must clearly disclose on each page the following: *I understand, when signing this petition, that submitting it to the City will make this a public document subject to Texas Government Code Chapter 552, the "Texas Public Information Act".*

Submission and Review

Completed petitions must be submitted to the attention of the City Secretary (by mail or delivered in person to Texarkana, Texas City Hall, 220 Texas Blvd, Texarkana, Texas 75501, or delivered by e-mail to j.evans@texarkanatexas.gov), who shall evaluate all petitions for conformance with requirements of this policy.

All petitions conforming with the requirements of this policy shall be submitted to the City Council prior to the meeting noticed for the matter pertinent to the petition and currently before the Council for consideration. If the timing of submittal and conformance review allows for inclusion in the Council's agenda packet for said meeting, the petition shall be added to the packet.

Petitions deemed to be non-conforming will not be referred to the City Council; however, if such petitions otherwise conform with the requirements of this policy

excepting the requirement of relating to a matter currently before the Council for consideration at an upcoming meeting, such petitions shall be referred to the City Manager or designee.

Retention and Disclosure

All petitions submitted to the City, whether conforming or nonconforming with the policy requirements, shall be retained in the City Secretary's office and kept in accordance with the retention schedule promulgated by Texas law and regulations.

Sample Petition Template

To the City Council of the City of Texarkana, Texas
220 Texas Blvd.
Texarkana, Texas 75501

I / We, the undersigned, petition the City Council as follows:
[describe the request being made to the City Council on the matter currently before the Council for consideration at an upcoming meeting]

Number of pages: ____ *[insert specific page number]* of ____ *[insert total number of pages]*

Signature Printed Name Residence Address E-mail address (for e-petitions)

[bottom of each page]

I understand, when signing this petition, that submitting it to the City will make this a public document subject to Texas Government Code Chapter 552, the "Texas Public Information Act".

* * * * *

SECTION 2: This Resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **26th** day of **August, 2024**.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:36pm

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 8/13/2024 3:01 PM

Lead Department: Human Resources **Action Officer:** J.W. Bramlett, Human Resources Specialist
Subject: Resolution No. 2024-089 adopting revisions to the Employee Policy Manual for an effective date of October 1, 2024.

Briefing: 8/26/2024 **Public Hearing:** 8/26/2024 **Council Vote:** 8/26/2024

Item Schedule

Schedule 2: Brief once - vote once (two weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Maintaining an up-to-date personnel policy manual is crucial to ensuring legal compliance, aligning with organizational changes, incorporating industry best practices, enhancing the employee experience, and effectively managing risks. Regular updates help comply with evolving labor laws and regulatory requirements. Clear and current policies improve employee morale and productivity, provide frameworks for dispute resolution, and enhance workplace health and safety. The City's current policy manual was adopted on December 10, 2019 by Resolution No. 2018-139 and went into effect on January 1, 2019. The City has made minor updates to the policy manual since 2019, but over the past year we have been working to review the entirety of the document to ensure organizational alignment with current best practices and regulations that ensure the City is fulfilling our Mission, Vision and Core Values.

Potential Options:

- Approve
- Deny

Fiscal Implications:

NONE

Staff Recommendation:

Staff recommends approval of the proposed employee policy manual.

Advisory Board/Committee Review:

The proposed employee policy manual has been reviewed by the City's cabinet team, a committee comprised of employees from each department, and the City's legal counsel.

Board/Committee Recommendation:

City of Texarkana, Texas

The City’s cabinet team, the employee committee, and the City’s legal counsel all recommend approval.

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2024-089 RES Revisions to Policy Manual (DOC)
- b. 2024-089 EXH A Policy Manual
- c. 2024-089 EXH B Policy Change Document (PDF)
- d. 2024-089 EXH C Policy Manual Revision Presentation 2024 (PDF)
- e. 2024-089 Goals & Perspectives (DOCX)
- f. 2024-089 RES revision to Employee Handbook signed (PDF)

Staff Coordination

Human Resources	J.W. Bramlett	Department Head Review	Completed
	07/16/2024 10:26 AM		
City Manager	David Orr	City Manager Review	Completed 07/16/2024
10:31 AM			
City Council	Jennifer Evans	Meeting	Completed 08/12/2024
6:00 PM			

Meeting History

08/12/24 City Council MOVED FORWARD Next: 08/26/24

RESOLUTION NO. 2024-089

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING RECOMMENDED REVISIONS TO THE EMPLOYEE POLICY MANUAL; REPEALING ALL ORDINANCES AND RESOLUTIONS IN CONFLICT HERewith TO THE EXTENT OF SUCH CONFLICT; PROVIDING FOR A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City recognizes the importance of maintaining an up-to-date and comprehensive employee policy manual to ensure legal compliance, support organizational changes, incorporate best practices, enhance the employee experience, and manage risks effectively; and

WHEREAS, significant changes in labor laws, regulatory requirements, organizational strategies, industry standards, and technological advancements necessitate periodic review and revision of the employee policy manual; and

WHEREAS, the proposed revisions to the employee policy manual have been thoroughly reviewed and are designed to reflect current legal standards, align with the City's mission, vision, and core values, and provide clear and comprehensive guidelines for employees; and

WHEREAS, the revised employee policy manual will enhance organizational efficiency, improve employee morale and productivity, and minimize the risk of legal and regulatory issues.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: The City Council hereby approves the proposed revisions to the employee policy manual as presented in **Exhibit "A"**.

SECTION 2: This Resolution shall be in full force and effect beginning on October 1, 2024, after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **26th** day of **August, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

Attachment: 2024-089 RES Revisions to Policy Manual (4288 : 2024-089 RES Revisions to Employee Policy Manual)

City Personnel Policy Manual Updates

Please reference page numbers below to locate new policy language within the draft policy manual document. New language that has been added will be notated with red text.

Pages 2-4: Code of Ethics

Page 6: Management Authority

Page 11: Pregnant Workers Fairness Act

Pages 12-14: Temporary Restricted Duty (Light Duty)

Pages 14 & 15: Conflicts of Interest, Solicitation, and Acceptance of Gifts

Page 16: Nepotism

Page 22: Recruitment and Selection

Pages 23 & 24: Attendance and Work Hours

Pages 28 & 29: Classification Plan

Pages 29-31: Separations

Page 32: Retirement

Page 33: Re-Hire Eligibility Determination

Page 36: Holiday Leave

Page 37: Vacation Leave

Pages 38 - 40: Sick Leave

Pages 42 & 43: Family Medical Leave

Pages 47 & 48: Military Leave

Page 50: Bereavement Leave (Funeral Leave)

Page 51: Jury and Witness Duty Leave

Page 52: Administrative Leave

Page 54: Mental Health Leave

Pages 56 & 57: Leave of Absence

Pages 58 & 59: Leave Donation Program

Page 66: Longevity Pay

Page 66: On Call & Call Back Compensation

Page 67: Supplemental Pay

Pages 72 & 73: Employee Assistance Program

Pages 76 & 77: Tuition Reimbursement Program

Page 79: Workers Compensation

Pages 84-87: Employee Conduct, Work Rules, Disciplinary Action

Pages 88-90: Employee Appeal/Grievance Process

Pages 90 & 91: Sexual and Other Unlawful Harassment

Pages 92-96: Drug and Alcohol Use Policy

Page 108: Cell Phone Use in the Workplace

Pages 109 & 110: Social Media

Pages 115 & 116: City Property/Equipment Use

Pages 119-121: Safety

Pages 121-126: Hazard Communication Policy

Page 126: Workplace Monitoring

Pages 128-132: Travel

Page 133: Dress, Appearance and Uniforms

Page 134: Political Activity

Pages 135 & 136: Generative Artificial Intelligence (AI) Usage Policy

Page 137: Safety Sensitive Positions

2024 Policy Manual Update

Steps Taken

- ✓ Other City Policy Manuals
- ✓ City Attorney
- ✓ City Manager and Department Directors
- ✓ Culture Champions Review

Code of Ethics

This update to the policy manual will contain a code of ethics for the first time. A code of ethics provides for:

- Guidance for behavior
- Promotion of values
- Cultural and Organizational identity

The City's Code of Ethics will also include the City's Core Values:

Teamwork, Integrity, Accountability, Innovation, Leadership, Professionalism, Communication, and Character

Pregnant Workers Fairness Act

New law that went into effect in 2023

Requires employers to provide reasonable accommodation to workers for known limitations related to pregnancy, childbirth, or related medical conditions

Examples of accommodations may include:

- *Providing additional restroom breaks*
- *Reducing lifting requirements*
- *Providing leave for an employee who does not qualify for a leave of absence under the Family and Medical Leave Act (FMLA) or other leave policy*
- *Providing different office equipment (e.g., a stool for an employee who is typically required to stand)*

Vacation Leave

Vacation leave accruals will be dependent upon years of service with the City

Vacation carry over totals will change

The reset date for vacation accruals will change

10.2.d		
Years of Service	General Fund & Police	Fire Operations (56-hour week)
0-9 Years	4.62 (per pay period) 120 / year (3 Weeks)	6.93 (per pay period) 180 / year (3 Weeks)
10-14 Years	5.23 (per pay period) 136 / year (3 Weeks, 2 Days)	7.85 (per pay period) 204 / year (3 Weeks, 2 Days)
15-19 Years	5.85 (per pay period) 152 / year (3 Weeks, 4 Days)	8.77 (per pay period) 228 / year (3 Weeks, 4 Days)
20+ Years	6.15 (per pay period) 160 / year (4 Weeks)	9.23 (per pay period) 240 / year (4 Weeks)

- Vacation leave carry over will be increased from 200 hours to 240 hours (360 hours for Fire Operations)
- The reset date for vacation accruals will change from Sep. 30th to Dec. 31st

Sick Leave

New language to the policy includes

- *Encouraging the use of sick leave for mental health leave.*
- *Ability to use sick leave for the care of a newborn after birth or adoption.*
- *Ability to use sick leave due to the lack of childcare as the result of the closure of the employee's childcare facility.*
- *Providing policy language on how to handle a situation where an employee has exhausted all leave, including both vacation and sick leave, but the employee continues to be absent from work.*

Mental Health Leave

State of Texas required mental health leave for peace officers in 2021 and included telecommunicators in 2023

New language to the policy includes

- *The City will provide for mental health leave for all City employees that will follow the same guidelines outlined for peace officers and telecommunicators.*
- *Granted to a City employee who experiences a traumatic event in the scope of their work. Traumatic event is one that involves extreme injury, near death or death of an individual at the event to which the City employee has direct involvement*

Hazard Communication

New Policy

- *This policy ensures compliance with the Texas Hazard Communication Act, Chapter 502 of the Texas Health and Safety Code which is required by public employers in Texas*
- *Ensures employees receive information regarding hazardous chemicals in the workplace to which they may be exposed, and that the City provides required notices, training, chemical lists and labeling, safety data sheets and personal protective equipment at each worksite where such chemicals are stored.*

Political Activity

New language to the policy includes

Amended Item G) to read, “Hold an appointive or elective office of public trust incompatible with current employment according to Texas law. Upon being elected to such an office, an employee must immediately resign or will be dismissed upon failure to do so. Please consult with Human Resources to help determine if the appointive or elective office would be incompatible with employment at the City of Texarkana, Texas.”

Current policy prohibits a City employee from holding an elected or appointed position with the City of Texarkana, Texas, Texarkana Independent School District, and/or Bowie County.

QUESTIONS



City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☒ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☒ Develop a Skilled & Diverse Workforce ☒ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

Public Information Plan:

☐ Newspaper Notice (Required by Statute)	☐ Public Hearing (Required by Statute)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website Notice
☐ Social Media (Twitter, Facebook, etc.)	☐ Special Mailing
☐ Flyers Posted	☐ Banners Posted
☐ Survey	☐ Automated Phone Call
☐ None Required	☐

Other:

RESOLUTION NO. 2024-089

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, APPROVING RECOMMENDED REVISIONS TO THE EMPLOYEE POLICY MANUAL; REPEALING ALL ORDINANCES AND RESOLUTIONS IN CONFLICT HERewith TO THE EXTENT OF SUCH CONFLICT; PROVIDING FOR A SEVERABILITY CLAUSE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City recognizes the importance of maintaining an up-to-date and comprehensive employee policy manual to ensure legal compliance, support organizational changes, incorporate best practices, enhance the employee experience, and manage risks effectively; and

WHEREAS, significant changes in labor laws, regulatory requirements, organizational strategies, industry standards, and technological advancements necessitate periodic review and revision of the employee policy manual; and

WHEREAS, the proposed revisions to the employee policy manual have been thoroughly reviewed and are designed to reflect current legal standards, align with the City's mission, vision, and core values, and provide clear and comprehensive guidelines for employees; and

WHEREAS, the revised employee policy manual will enhance organizational efficiency, improve employee morale and productivity, and minimize the risk of legal and regulatory issues.

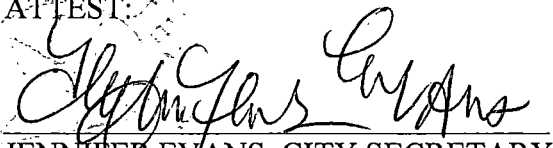
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: The City Council hereby approves the proposed revisions to the employee policy manual as presented in **Exhibit "A"**.

SECTION 2: This Resolution shall be in full force and effect beginning on October 1, 2024, after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the 26th day of August, 2024.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:37 pm

Attachment: 2024-089 RES revision to Employee Handbook signed (4288 : 2024-089 RES Revisions to Employee Policy Manual)

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 8/9/2024 2:31 PM

Lead Department: Water Utilities **Action Officer:** Michelle Warren,
Resolution No. 2024-091 authorizing the City Manager to execute a contract
with Johnson Controls, Inc., of Fort Worth, Texas, to install an Advanced
Metering Infrastructure System with a Leak Detection Monitoring System in
combination with Satellite Based Leak Detection, in an amount not to exceed
\$18,169,793, with the Texas portion not to exceed \$10,231,625, with funds
Subject: available in the 2023 Bond Construction Fund.

Briefing: 8/26/2024 **Public Hearing:** 8/26/2024 **Council Vote:** 8/26/2024

Item Schedule

Schedule 2: Brief once - vote once (two weeks)

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

Consider resolution authorizing the City Manager to enter into a contract with Johnson Controls, Inc. of Fort Worth, Texas to install an Advanced Metering Infrastructure System with a Leak Detection Monitoring System in combination with Satellite Based Leak Detection serving the Cities of Texarkana, Texas and Texarkana, Arkansas in an amount not to exceed \$18,169,793 with the Texas portion of the project not to exceed \$10,231,625. Texarkana Water Utilities advertised a request for qualifications for a Guaranteed Energy Savings Performance Contract from entities interested in providing Advanced Metering Infrastructure (AMI) and Energy Conservation Evaluation of utility assets. Three (3) firms submitted their qualifications. All three firms were interviewed and Johnson Controls, Inc. of Fort Worth, Texas was selected from the group. This Advanced Metering Infrastructure system will include replacing all meters over five (5) years old with a new Ultrasonics water meter. These new meters along with the remaining meters will be equipped with the infrastructure to automatically read the water meters. The accuracy of this system will reduce the water loss thereby increasing the Utilities revenue. This system will also include a customer portal which will allow the customer to monitor their usage daily. The City and Utility staff have reviewed and negotiated the cost to what has been determined to be a fair and equitable fee for design and installation of this system.

Potential Options:

- None

Fiscal Implications:

Funds are available in the Texarkana Water Utilities 2023 Bond Construction Fund in the amount of \$10,231,625.

City of Texarkana, Texas

Staff Recommendation:

The Utility staff recommends approval.

Advisory Board/Committee Review:

NONE

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

NOT APPLICABLE

Attachments

- a. 2024-091 RES Advanced Metering Infrastructure (DOCX)
- b. 2024-091 ATTH 01 (Auto. Water Meter) JCI AMI Project _07-29-24 (PDF)
- c. 2024-091 ATTH 02 Adv. Water Metering FINAL CLEAN DRAFT (002) opt
- d. 2024-091 Goals & Perspectives (DOCX)
- e. 2024-091 RES Adv. Metering Infrastructure Sys signed (PDF)

Staff Coordination

Water Utilities	Gary Smith	Department Head Review	Completed	
	07/26/2024 11:00 AM			
TWU Administration	Kenny Icenhower	Review	Completed	07/26/2024
	11:05 AM			
TWU Finance	Tricia Briggs	TWU Finance Review	Completed	08/01/2024
	7:50 AM			
City Manager	David Orr	City Manager Review	Completed	08/05/2024
	8:03 AM			
City Council	Jennifer Evans	Meeting	Completed	08/12/2024
	6:00 PM			

Meeting History

08/12/24 City Council MOVED FORWARD Next: 08/26/24

RESOLUTION NO. 2024-091

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH JOHNSON CONTROLS, INC. OF FORT WORTH, TEXAS, TO INSTALL AN ADVANCED METERING INFRASTRUCTURE SYSTEM WITH A LEAK DETECTION MONITORING SYSTEM IN COMBINATION WITH SATELLITE BASED LEAK DETECTION FOR THE CITIES OF TEXARKANA, TEXAS, AND TEXARKANA, ARKANSAS, IN AN AMOUNT NOT TO EXCEED \$18,169,793, WITH THE TEXAS PORTION NOT TO EXCEED \$10,231,625, WITH FUNDS AVAILABLE IN THE 2023 BOND CONSTRUCTION FUND; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Utility is replacing the existing aging metering infrastructure for the Cities of Texarkana, Texas, and Texarkana, Arkansas, with an Advanced Metering Infrastructure system with a Leak Detection Monitoring system in combination with Satellite Based Leak Detection in an effort to improve efficiency and accuracy of the current metering infrastructure, thereby increasing revenue for the Utility; and

WHEREAS, the procurement of services needed for the installation of the Advanced Metering Infrastructure System with a Leak Detection Monitoring System in combination with Satellite Based Leak Detection is governed by the provisions of Texas Government Code Chapter 2269 “Requests for Qualifications”; and

WHEREAS, in keeping with the engineering services selection requirements, the Texarkana Water Utilities Department published a request for qualifications for a Guaranteed Energy Savings Performance Contract from entities interested in providing Advanced Metering Infrastructure (AMI) and Energy Conservation Evaluation of utility assets, in response to which three (3) firms responded; and

WHEREAS, the Texarkana Water Utilities staff interviewed all three firms considering the qualifications of those responding in terms of exhibited skills, training, and experience in dealing with projects of similar complexity and the demonstrated competence shown in having satisfactorily completed similar projects in terms of scope and difficulty and based on those considerations, found that Johnson Controls, Inc. of Fort Worth, Texas, is most highly qualified to provide the necessary engineering services for this project; and

WHEREAS, Johnson Controls, Inc. has proposed a fee of \$18,169,793 with the Texas portion of the project not to exceed \$10,231,625 for installation of an Advanced Metering Infrastructure System with a Leak Detection Monitoring System in combination with Satellite Based Leak Detection serving the Cities of Texarkana, Texas and Texarkana, Arkansas; and

WHEREAS, funds are currently budgeted in the Texarkana Water Utilities 2023 Bond Construction Fund in the amount of \$10,231,625.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That Johnson Controls, Inc. of Fort Worth, Texas, being a professional firm capable of installing an Advanced Metering Infrastructure System with a Leak Detection Monitoring System in combination with Satellite Based Leak Detection serving the Cities of Texarkana, Texas, and Texarkana, Arkansas, be contracted to install this system in an amount not to exceed \$18,169,793 with the Texarkana, Texas, portion not to exceed \$10,231,625.

SECTION 2: The City Manager be and is authorized to contract with Johnson Controls, Inc. of Fort Worth, Texas for the above-described services.

SECTION 3: This resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **26th day of August, 2024.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



Texarkana Water Utilities

AMI / Meter Solution and Leak Detection Services

Texas Project

August 12, 2024

The power behind your mission

2024-091 ATTH 01



Agenda

- **Background On Project**
- **Investment Grade Audit Results**
- **Recommended Scope of Work**
- **Project Installation Schedule**
- **Customized Customer Outreach Plan**
- **Annual Benefits**
- **Project Financials**
- **Project Benefits**

Background On Project



- February 6, 2023 – TWU issues competitive RFQ for AMI Project
- March 23, 2023 – Johnson Controls (JCI) Presents to TWU
- May 1, 2023 – JCI notified of TWU selection
- May 23, 2023 – Investment Grade Audit kickoff workshop
- May, 2023 thru Present – Multiple workshops with staff, onsite engineering, water meter testing, project cost and savings



Investment Grade Audit Results



Existing TWU Water Meter Reading System

- Approximately 25% of the water meters are read utilizing an existing touch-read Automated Meter Reading (AMR) system and the remaining 75% are read manually.
- Existing TWU meter reading system requires the meter readers to manually visit each water meter every month for initial reads, re-read requests and final read requests.
- Most existing water meters are losing accuracy due to the number of years in service.
- Replacement parts are no longer available for most of the large water meters.

Investment Grade Audit Results



Annual Water & Sewer Revenues, 01/2019 – 12/2019 (Texas)

Services	Billed (gallons)	Billed (\$)
Water	1,186,077,819	\$5,868,073
Irrigation	142,336,227	\$654,572
Sewer	1,079,626,505	\$4,906,431
	Total	\$11,429,076

Investment Grade Audit Results



Water Meter Inventory – Active Accounts (Texas)

Meter Size	Qty
5/8" & 3/4"	11,461
1"	3,839
1.5"	214
2"	508
2" compound	95
3" & larger	75
Total	16,192

Investment Grade Audit Results



2" & Smaller Water Meters – Existing Meter Accuracies (Texas and Arkansas)

Meter Size	Average Tested Meter Accuracy
3/4"	95 %
1"	95 %
1 1/2"	95 %
2"	98 %
2" compound	95 %

Investment Grade Audit Results

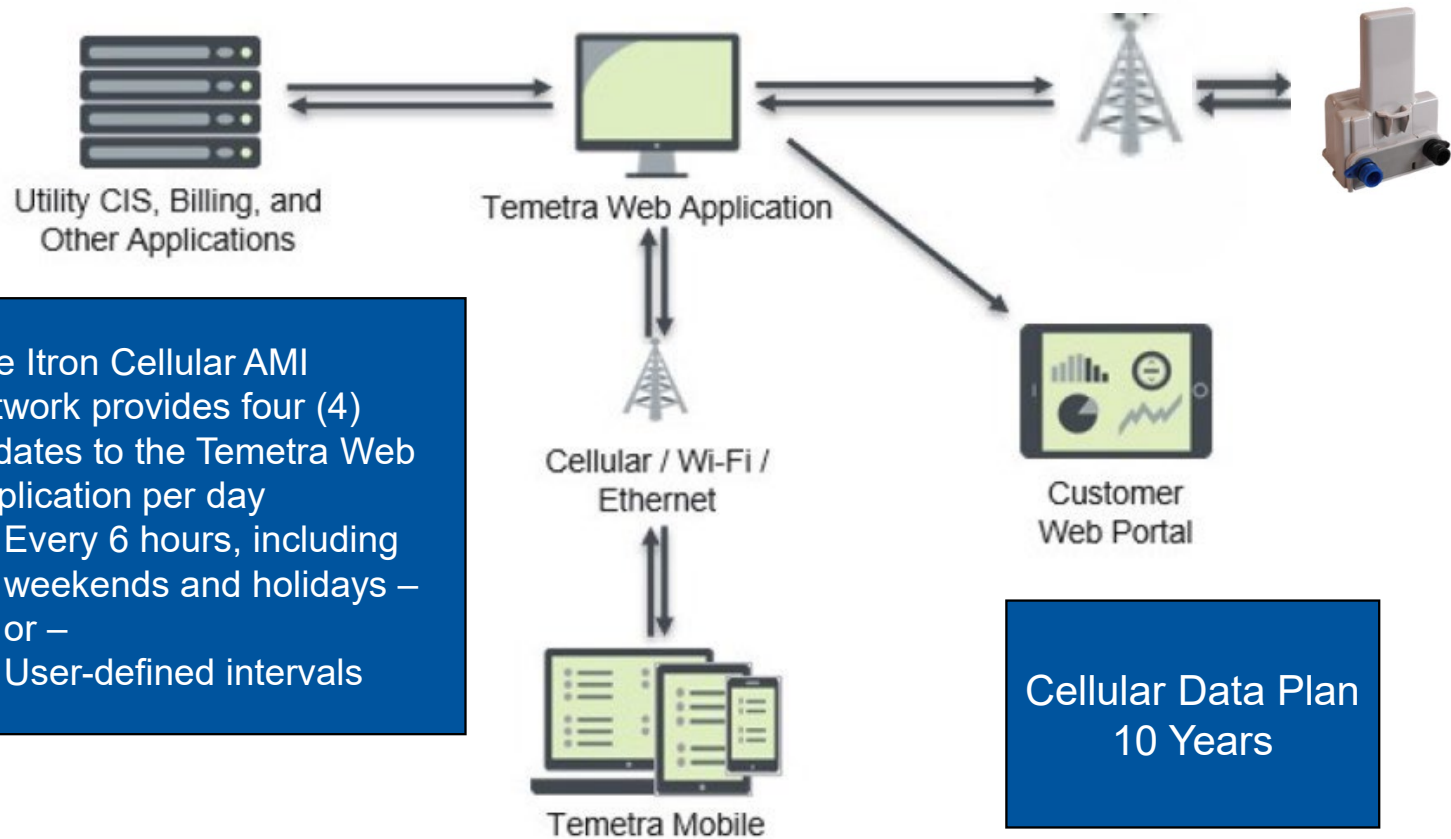


Large Water Meters – Existing Meter Accuracies (Texas)

Meter Size	Average Tested Meter Accuracy
3"	83 %
4"	81 %
6"	68 %
8"	49 %

Recommended Scope of Work

Itron Cellular Advanced Metering Infrastructure (AMI) System



The Itron Cellular AMI network provides four (4) updates to the Temetra Web Application per day

- Every 6 hours, including weekends and holidays – or –
- User-defined intervals

Cellular Data Plan
10 Years

Recommended Scope of Work



AMI Hardware and Ultrasonic Water Meters



Diehl Hydrus 2.0
(1" & Smaller)



Neptune MACH 10
(1.5" & 2")



Neptune MACH 10
(3" & Larger)



Itron Cellular Endpoint



Itron Through-Lid Mount

Itron Mobile Radio



10



Itron Mobile Collector

Recommended Scope of Work



Water Meter Upgrades – Active Accounts (Texas)

Meter Size	Replace Meters & Upgrade to AMI	Upgrade to AMI Only	Totals
5/8" & 3/4"	10,133	1,328	11,461
1"	3,478	361	3,839
1 1/2"	185	29	214
2"	300	208	508
2" compound	95	0	95
3"	30	1	31
4"	26	1	27
6"	14	0	14
8"	2	0	2
14"	1	0	1
Totals	14,264	1,928	16,192

Recommended Scope of Work



Extended Warranties

Material	Manufacturer	Warranty
5/8" – 1" ultrasonic water meters	Diehl	20 Years
1 1/2" – 2" ultrasonic water meters	Neptune	20 Years
Large ultrasonic water meters	Neptune	10 Years
AMI Endpoints	Ittron	20 Years

Recommended Scope of Work



Asterra Satellite Leak Detection

- Asterra conducts two (2) satellite radar surveys of entire TWU water distribution system
- A survey crew then correlates the Points of Interest to pinpoint the leak site for excavation and repair



Recommended Scope of Work



Ongoing Leak Detection Systems

- Itron Leak Sensors mounted on service lines next to new water meters
- Daily updates from Itron Leak Sensors identifying possible leaks
- SebaKMT leak noise equipment to verify and pinpoint leaks



Recommended Scope of Work



Temetra Customer Web Portal

- The customer can add high flow alarms.
- Set the flow rate, and the number of hours, days, and start and end time.
- If hourly usage exceeds the threshold, the customer will receive an email notification.

Manually set an alarm

Flow rate gal

For number of hours

What days should the alarm run

Mon Tue Wed Thu Fri Sat Sun

Start Time

End Time

Sample email alarm message

meter.ie Flow Alarm

Monday Jul 15, 2024 to Tuesday Jul 16, 2024

Meter:

Your meter had flow above alarm level: **8.000 gal/hr**

CWDemo-01, LUDemo-01's flow is greater than 8 per hour

Start	End	Consumption	Average Flow
6:00 PM 69688	9:00 PM 70171	483.000	161.000 gal/hr
10:00 PM 70176	1:00 AM 70314	138.000	46.000 gal/hr
11:00 AM 70325	2:00 PM 70373	48.000	16.000 gal/hr
3:00 PM 70381	5:00 PM 70436	55.000	27.500 gal/hr

Total consumption Jul 15, 2024 to Jul 16, 2024: 257.000 gal

Total consumption during alarm periods: 724.000 gal

Single sign-on (customer username & password) for Customer Web Portal and online bill payments

Recommended Scope of Work



Temetra Customer Web Portal



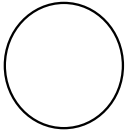
Project Installation Schedule



Construction Schedule – 18 Months (for both Texas and Arkansas projects)

Customized Customer Outreach Plan







**Texarkana
Water
Utilities**



Your water meter has been selected for replacement. This is a quick process that will enable TWU to both automatically and accurately measure your water usage each month.

If you would like more information, call (903) 798-38XX or go to www.TWU-AMI.com

Texarkana Water Utility customers soon will be able to monitor their water usage and bills. The new customer portal will notify you promptly if there may be a leak at your residence.

A Partnership for Tomorrow



**Texarkana
Water
Utilities**

Conserving Water and a Greener Path Ahead

Over the next 6 months, the utility will be replacing most all residential and commercial water meters in order to more accurately collect consumption data. This upgrade will benefit both the utility and you in many ways. You will be notified by the utility with a meter replacement time period in next several months. In the meantime, if you have any questions, please visit our city website at www.TWUAMI.com or call (903) 798-38XX.



**Texarkana
Water
Utilities**

Why is my water meter being replaced ? Over time, mechanical water meters become less accurate and can provide inaccurate water readings. By replacing these older water meters, the utility will be able to bill more accurately for water usage. New water meters will also be easier to read through new technology and enable us to provide you with better service—such as promptly letting you know when there may be a leak at your residence.

Does this mean my bill will be increasing ? Not necessarily. The new water meters will record your consumption more accurately. In some cases, your bill may increase but only if your current meter is underreporting usage.

How long will it take? In most cases, this is a simple procedure that will require less than 30 minutes.

How do I know who is authorized to do the work? We have contracted with Johnson Controls to complete this project. They will be driving Johnson Controls trucks, wear Johnson Controls uniform shirts, and carry appropriate identification with them.

I still have questions. Who can I talk to? Feel free to contact Texarkana Water Utilities at (903) 798-38XX M-F 8:00 – 5:00 for any questions about this program

- Scheduling letters, bill stuffers, door hangers
- Promotional flyers, signage and other materials for the public
- Media coverage in print, radio, and television
- Special public presentations and open houses to get the community involved
- Ongoing community goodwill outreach and events to keep the public informed on progress
- Information and tools for residents on how they can save water

Annual Increased Revenues



Annual Increased Revenues (Texas)

Description	Annual Increased Revenues
Small Water Meter Accuracy Benefits	\$195,470
Large Water Meter Accuracy Benefits	\$179,303
Rate Change Benefits	\$1,146
Right Meter Typing Benefits	\$15,231
Total	\$391,150

Annual Cost Savings



Annual Cost Savings (Texas)

Description	Annual Cost Savings
Leak Detection Benefits	\$128,078
O&M Cost Avoidance Benefits	\$101,599
Total	\$229,677

Project Financials



Project Financials (Texas)

Project Cost	\$10,231,625
Annual Project Benefits	\$620,827
Simple Payback	16.5 Years

Project Benefits



Improved customer service.



Positively maintain revenue streams.



Five-year M&V program to ensure financial performance and provide on-going support for the AMI and leak detection systems.



Customized customer outreach program.



Guaranteed performance of the AMI system.



Meter data integration handled 100% by JCI so there is zero impact on TWU staff, billings and revenues.



Our experienced team guarantees a successful project & minimizes customer complaints.



Reduced customer water losses.



Positive impact on local community.



Best cost-effective solution.



**Texarkana
Water
Utilities**



City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☐ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☐ Maintain Fiscal Strength ☐ Maximize Utilization & Resources ☒ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

Public Information Plan:

☒ Newspaper Notice (Required by Statute)	☐ Public Hearing (Required by Statute)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☒ Website Notice
☐ Social Media (Twitter, Facebook, etc.)	☒ Special Mailing
☐ Flyers Posted	☐ Banners Posted
☐ Survey	☐ Automated Phone Call
☐ None Required	☐

Other:

RESOLUTION NO. 2024-091

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH JOHNSON CONTROLS, INC. OF FORT WORTH, TEXAS, TO INSTALL AN ADVANCED METERING INFRASTRUCTURE SYSTEM WITH A LEAK DETECTION MONITORING SYSTEM IN COMBINATION WITH SATELLITE BASED LEAK DETECTION FOR THE CITIES OF TEXARKANA, TEXAS, AND TEXARKANA, ARKANSAS, IN AN AMOUNT NOT TO EXCEED \$18,169,793, WITH THE TEXAS PORTION NOT TO EXCEED \$10,231,625, WITH FUNDS AVAILABLE IN THE 2023 BOND CONSTRUCTION FUND; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Utility is replacing the existing aging metering infrastructure for the Cities of Texarkana, Texas, and Texarkana, Arkansas, with an Advanced Metering Infrastructure system with a Leak Detection Monitoring system in combination with Satellite Based Leak Detection in an effort to improve efficiency and accuracy of the current metering infrastructure, thereby increasing revenue for the Utility; and

WHEREAS, the procurement of services needed for the installation of the Advanced Metering Infrastructure System with a Leak Detection Monitoring System in combination with Satellite Based Leak Detection is governed by the provisions of Texas Government Code Chapter 2269 "Requests for Qualifications"; and

WHEREAS, in keeping with the engineering services selection requirements, the Texarkana Water Utilities Department published a request for qualifications for a Guaranteed Energy Savings Performance Contract from entities interested in providing Advanced Metering Infrastructure (AMI) and Energy Conservation Evaluation of utility assets, in response to which three (3) firms responded; and

WHEREAS, the Texarkana Water Utilities staff interviewed all three firms considering the qualifications of those responding in terms of exhibited skills, training, and experience in dealing with projects of similar complexity and the demonstrated competence shown in having satisfactorily completed similar projects in terms of scope and difficulty and based on those considerations, found that Johnson Controls, Inc. of Fort Worth, Texas, is most highly qualified to provide the necessary engineering services for this project; and

WHEREAS, Johnson Controls, Inc. has proposed a fee of \$18,169,793 with the Texas portion of the project not to exceed \$10,231,625 for installation of an Advanced Metering Infrastructure System with a Leak Detection Monitoring System in combination with Satellite Based Leak Detection serving the Cities of Texarkana, Texas and Texarkana, Arkansas; and

WHEREAS, funds are currently budgeted in the Texarkana Water Utilities 2023 Bond Construction Fund in the amount of \$10,231,625.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That Johnson Controls, Inc. of Fort Worth, Texas, being a professional firm capable of installing an Advanced Metering Infrastructure System with a Leak Detection Monitoring System in combination with Satellite Based Leak Detection serving the Cities of Texarkana, Texas, and Texarkana, Arkansas, be contracted to install this system in an amount not to exceed \$18,169,793 with the Texarkana, Texas, portion not to exceed \$10,231,625.

SECTION 2: The City Manager be and is authorized to contract with Johnson Controls, Inc. of Fort Worth, Texas for the above-described services.

SECTION 3: This resolution shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED in Regular Council Session on this the **26th** day of **August, 2024**.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:38 pm

City of Texarkana, Texas

Briefing Sheet

Version:

Update Date: 9/4/2024 8:54 AM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,
Ordinance No. 2024-092 amending the budget estimate of the revenues and expenditures for the fiscal year ending September 30, 2024, and adopting the budget and appropriating resources for the fiscal year beginning October 1, 2024, and ending September 30, 2025. (ROLL CALL VOTE)

Subject:

Briefing: 9/9/2024 **Public Hearing:** 8/26/2024 **Council Vote:** 9/9/2024

Item Schedule

Updates/History of Briefing:

- Addition of the Member Cities Highway 82 Project Fund (Fund 811) to be used for the collection of revenue to be set aside for the Highway 82 water line project. Estimated revenue to be collected in fiscal year 25 is \$132,951 with an offsetting expenditure for debt service.
- Addition of SECO grant award of \$250,000. Budget neutral - expenditures offset by grant revenue.
- Addition of the K9 grant award of \$7,500. Budget neutral – expenditures offset by grant revenue.
- Addition of the zoonosis grant award. Multi-year grant of \$14,128.00 in fiscal years 24, 25, and 26. Budget neutral – expenditures offset by grant revenue.
- Immaterial changes within the TWU budget.

Executive Summary and Background Information:

The proposed budget for the fiscal year ending September 30, 2025, includes the following:

- 101 General Fund revenue proposed of \$43,677,094, an increase of \$1,372,623 from revenue proposed in FY 24.
 - Maintain property tax rate of \$0.65
 - Increase in overall property valuation of \$297,610,594 and revenue of \$1,934,469 (8.58%) when comparing the official tax roll issued in October 2023 to the certified values issued in July 2024.
 - Texarkana City
 - \$204,777,626 increased valuation
 - \$1,331,055 increased gross revenue
 - T1
 - \$90,081,270 increased valuation
 - \$585,528 increased gross revenue
 - T2
 - \$2,751,698 increased valuation
 - \$17,886 increased gross revenue
 - Net revenue increase after allowances for frozen taxes and delinquent collections is estimated at \$1,666,590

City of Texarkana, Texas

- Allocated to General Fund = \$670,937
 - Allocated to Interest & Sinking = \$405,304
 - Allocated to TIRZ 1 = \$572,952
 - Allocated to TIRZ 2 = \$17,397
- The property tax collection rate is budgeted at 98%, which is consistent with prior years.
- Revised sales tax revenue for FY 2024 is budgeted to decline \$198,838 or just under 1% compared to the prior year due to audit adjustments of \$417,745 from a local energy company. Sales tax revenue for FY 2025 is projected to increase by 2.0% on base collections or \$442,191. This projected increase, along with removal of the prior year audit adjustment of \$417,745, equates to a total increase of \$859,936 over FY 2024 revised.
- 101 General Fund expenditures proposed of \$51,766,536, an increase of \$9,633,674 from expenditures proposed in FY 24. This increase is due to several large one-time expenditures budgeted to be paid from existing fund balance in FY 25 compared to FY 24.
 - All departments are budgeted to maintain current levels of service.
 - Personnel costs:
 - Personnel is budgeted at full employment
 - Non-Civil Service Personnel
 - 3% increase to base salary
 - Additional compensation adjustments to bring employees to minimum of grade
 - Estimated cost of \$385,000 annually
 - Fire Department Personnel
 - 5% increase to base salary
 - Step increases
 - Estimated cost of \$300,000 annually
 - Police Department
 - 5% increase to base salary
 - Step increases
 - Additional compensation adjustments for the lower half of the police officer grade
 - Estimated cost of approximately \$475,000 annually
 - TWU
 - 3% increase to base salary
 - Additional compensation adjustments to bring employees to minimum of grade
 - Estimated cost of \$340,000 annually
 - Annual allocations:
 - Capital & Equipment
 - Major street maintenance - \$425,000 from General Funds and \$500,000 from a proposed Tax Note issuance for a total of \$925,000
 - Fleet operations - \$1,355,000
 - Fleet capital replacement - \$2,200,000
 - Building maintenance - \$252,000
 - Public safety equipment (non-fleet expenditures) - \$207,500

City of Texarkana, Texas

- Technology - \$500,000
- Neighborhood & Community
 - Creation of a Community Development Fund with a transfer of \$2,000,000 from General Fund fund balance
 - Demolition of substandard properties – \$100,000
 - Neighborhood revitalization - \$100,000
 - Downtown enhancement - \$125,000
- Partnerships
 - Bi-State building and jail operations - \$2,311,000
 - Bi-State building and jail roofing project - \$1,040,314
 - Public library - \$600,000
 - T-Line bus system - \$223,710
 - Airport operations - \$691,128
 - Airport capital projects - \$357,202
 - Airport runway project- \$1,832,308
 - Health Department - \$100,000
 - Bowie Central Appraisal District - \$414,284
- One time use of fund balance FY 2024 revised, and FY 2025 proposed (projects not completed in FY 2024 will roll into FY 2025):
 - \$1,272,388 – Water Department dead end looping and capital projects
 - \$18,343 – Police Department gear and equipment
 - \$832,716 – Building improvements for Fire Stations
 - \$218,025 – Building improvements for City Hall and Alaska Printing building
 - \$72,000 – Fire Department gear extractors
 - \$450,000 – Animal services building
 - \$203,901 – Bringle Lake trail and mountain bike system
 - \$40,000 – Master planning
 - \$146,584 – Storm sirens
 - \$1,832,308 – Airport runway project
 - \$1,968,715 – Drainage improvements for College Drive and Potomac
 - \$1,241,947 – Grant matching funds for sidewalks
 - \$1,040,314 – Bi-State building roofing project
 - \$1,500,000 – Wallace Park soccer complex improvements
 - \$6,000,000 – Transfer to establish an Economic Development Corporation
 - \$2,000,000 – Transfer to establish a Community Development Corporation
- Proposed issuance of tax notes of approximately \$510,000 to be used for major street maintenance projects throughout the city.
- Estimated days of expenditures in General Fund Balance at the end of FY 2025 is approximately 160 days.

Potential Options:

- Adopt budget as presented
- Adopt budget with requested changes

Fiscal Implications:

City of Texarkana, Texas

To provide proper documentation and approval of authorized expenditures for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

Staff Recommendation:

Staff recommends approval

Advisory Board/Committee Review:

Budget Advisory Committee

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Staff met with the Budget Advisory Committee on the following dates:

May 8, 2024

May 15, 2024

May 28, 2024

Attachments

- a. 2024-092 ORD Adopting FY 25 Budget (DOC)
- b. 2024-092 ATTH 01 FY 2025 Budget Draft 09 03 24
- c. 2024-092 ATTH 02 Notice of Public Hearing on Proposed Budget FY 2025 (DOCX)
- d. 2024-092 Goals & Perspectives (DOCX)

Staff Coordination

Finance Department	Kristin Peeples	Department Head Review	Completed	
	08/07/2024 2:40 PM			
Finance Department	Kristin Peeples	Finance Review	Completed	08/07/2024
	2:40 PM			
City Manager	David Orr	City Manager Review	Completed	08/07/2024
	3:29 PM			
City Council	Jennifer Evans	Meeting	Completed	08/12/2024
	6:00 PM			

Meeting History

08/12/24 City Council MOVED FORWARD Next: 08/26/24

ORDINANCE NO. 2024-092

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, AMENDING THE BUDGET ESTIMATE OF THE REVENUES AND EXPENDITURES FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024, AND ADOPTING THE BUDGET AND APPROPRIATING RESOURCES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; APPROVING FLEET CAPITAL REPLACEMENT PURCHASES AND AUTHORIZING THE CITY MANAGER TO MAKE CERTAIN PURCHASES AUTHORIZED BY LAW; APPROVING CAPITAL IMPROVEMENT PLAN PROJECTS AND AUTHORIZING THE CITY MANAGER TO INCORPORATE PROJECTS INTO EXECUTION OF THE ANNUAL OPERATING BUDGET AS FUNDING IS AVAILABLE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith TO THE EXTENT OF SUCH CONFLICT; CONTAINING A SEVERABILITY CLAUSE; CONTAINING A SUPERSEDING CLAUSE; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the budget estimate of the revenues and expenditures of the City of Texarkana, Texas, as prepared by the City Manager and appropriated by the City Council for the fiscal year beginning October 1, 2024, and ending September 30, 2025, be and is hereby adopted and approved as the budget for such fiscal year.

SECTION 2: That a copy of said final adopted budget shall be filed with the City Secretary, the Texarkana Public Library, and published on the City's website.

SECTION 3: Appropriations:

Fund No.	Fund Name	Anticipated Revenue	Authorized Expenditures	Appropriated Fund Balance
101	General Fund	43,691,222	51,780,664	8,089,442
102	Narcotics Division Operations Fund	54,400	65,000	10,600
103	Personnel Policy Fund	777,000	697,250	-
104	Workers Compensation Fund	503,900	500,000	-
107	Court Security Fund	29,250	32,893	3,643
108	Public Safety Equipment Fund	211,000	211,000	-

109	Real Estate Sales and Acquisition Fund		27,650	27,650
110	Central Records & Communications Fund	2,592,817	2,592,818	1
113	Conservation Revolving Loan Fund		38,677	38,677
114	Court Technology Fund	29,500	28,206	-
115	City Technology Fund	512,206	641,349	129,143
116	TIRZ #1 Fund	2,968,083	4,487,585	1,519,502
117	Donation Fund	50,275	50,275	-
118	TIRZ #2 Fund	66,527	75,000	8,473
120	Major Street Maintenance Fund	425,000	425,000	-
121	Fire Department Training Fund	1,300	22,616	21,316
199	Homeland Security Grant Fund	87,576	87,576	-
200	Perot Enhancement	27,375	50,000	22,625
204	Community Development Block Grant Fund	363,451	363,429	-
207	EPA Revolving Loan Grant Fund	89,574	89,574	-
209	Home Program Fund	1,225	63,563	62,338
210	Opioid Settlement Fund		22,034	22,034
211	Perot Theatre Fund	363,125	355,519	-
212	Hotel Occupancy Tax Fund	2,040,000	2,905,313	865,313
213	Perot Theatre Building Maintenance Fund	63,750	100,000	36,250
214	COC Homeless Assistance Grant Fund	261,978	261,978	-
215	Housing Fund	15,406	25,000	9,594
216	Police Training Fund	2,685	12,610	9,925
217	Law Enforcement Block Grant Fund	16,607	17,000	393
218	CDBG 108 Loan Fund	29,014		-
219	Law Enforcement Program Fund	14,150	16,000	1,850
220	Metropolitan Planning Organization Fund	389,000	389,000	-

221	Community Development Fund	2,000,000	225,000	-
222	TIFMAS Fund	242,500	295,725	53,225
223	Economic Development Fund	6,421,267	1,014,813	-
228	Building Maintenance Fund	255,750	255,750	-
229	Public Safety Radio Fund	116,820	126,000	9,180
235	Farmer's Market Fund	46,625	46,625	-
240	TCA Grant Fund		107,914	107,914
243	TACF Grant RLF Fund		1,500	1,500
245	EPA RLF BIL Fund	995,000	995,000	-
246	Union Station Fund	8,000	412,237	404,237
247	SECO Grant Fund	250,000	250,000	-
301	Debt Service Fund	8,532,590	7,996,836	-
423	2017 Bond Fund	4,354	150,000	145,646
424	2019 TIRZ Bond Fund	-	689,743	689,743
425	2022 Bond Fund	400,000	11,317,110	10,917,110
426	2023 Bond Fund	300,000	4,714,786	4,414,786
427	2024 Tax Note Fund	510,000	510,000	-
501	Health Department Fund	1,580,008	1,608,523	28,515
502	Public Library Fund	925,006	925,006	-
604	Federal Asset Forfeiture Fund - Treasury	30	6,161	6,131
605	Federal Asset Forfeiture Fund - DOJ	12,000	30,000	18,000
702	Employee Health Claim Fund	7,314,365	7,099,286	-
703	Fleet Services Fund	1,545,806	1,545,805	-
704	Fleet Capital Replacement Fund	2,350,000	2,418,865	68,865
810	Member Cities Water Revenue Fund	1,017,898	1,017,898	-
811	Member Cities Water Highway 82 Project Fund	132,951	132,951	-

TWU	Texas Revenue Fund	30,388,293	29,152,476	-
TWU	GP Revenue Fund	2,298,255	2,298,255	-
TWU	2013 Bond Fund	163,714	163,681	-
TWU	2023 Bond Fund	1,324,087	1,383,562	59,475
TWU	2023 Bond Construction Fund	325,000	20,000,000	19,675,000
TWU	Millwood Depreciation Fund	511,772	632,224	120,452
TWU	North Texarkana WWTP Depreciation Fund	29,250	35,100	5,850
TWU	Equipment Fund	605,663	584,078	-
TWU	Technology Fund	586,499	868,790	282,291
TWU	South Regional WWTP Depreciation Fund	409,530	381,414	-
TWU	Compost Fund	118,580	98,242	-
TWU	Personnel Policy Fund	135,000	124,861	-
TWU	TX Infrastructure Fund	612,204	600,000	-
TWU	TX Capital Improvement Fund	3,713,374	4,359,707	646,333
TWU	Wright Patman Corps of Engineers Cost Fund	1,652,758	60,000	-
TWU	Lake Texarkana Capital Improvement Fund	516,000	498,000	-
TWU	Waggoner Creek WWTP Capital Impr. Fund	631,662	200,000	-
	Grand Total	134,660,007	171,768,503	48,533,022

SECTION 4: The funding and purchases for the 2024-2025 fiscal year Fleet Capital Replacement Schedule are hereby approved. Pursuant to article III, section 4, subsection (j) of the City Charter of the City of Texarkana, Texas, the powers and duties of the City Manager shall include taking any and all action within total budgeted parameters to implement the Council-approved Fleet Capital Replacement Schedule; and notwithstanding any ordinance, resolution, or administrative policy, this ordinance shall be construed as a delegation of authority to the City Manager or designee to exercise discretion to expend public funds expressly designated, approved, and appropriated in this budget for Fleet Capital Replacement purchases and to sign and execute any documentation necessary for such purchases without securing any additional approvals from the City Council, provided such purchases are made in compliance with Texas competitive purchasing laws and are within total budgeted parameters of the Fleet Capital Replacement Schedule.

SECTION 5: The funding and purchase for the 2024-2025 fiscal year Pavement Management Program Study, and the proposed vendor to perform the study, ICC-IMS, selected through the TXShare Cooperative Purchasing Program in compliance with Texas purchasing laws, are hereby approved. The City Manager is authorized to sign and execute any documentation necessary for procuring the services of ICC-IMS to perform the Pavement Management Program Study without securing any additional approvals from the City Council.

SECTION 6: The ongoing Capital Improvement Plan (CIP) is hereby approved and the City Manager or his designee is authorized and directed to incorporate the projects into the execution of the annual operating budget as funding is available, in all aspects of capital project execution, including the appropriate debt funding procedures as may be required by state law.

SECTION 7: Operating funds encumbered on the financial records as of September 30, 2024, are hereby re-appropriated to Fiscal Year 2025.

SECTION 8: It is further provided that in case a section, clause, sentence or part of this Ordinance shall be deemed or adjudged by a Court of competent jurisdiction to be invalid, then such invalidity shall not affect, impair or invalidate the remainder of this Ordinance.

SECTION 9: All ordinances or parts of ordinances in conflict herewith are specifically repealed to the extent of such conflict.

SECTION 10: This Ordinance supersedes and controls over all resolutions, parts of resolutions, or policies in conflict herewith to the extent of such conflict.

SECTION 11: This Ordinance shall be in full force and effect from and after its passage and approval, and after the adoption of this budget or budget amendment, budget officer shall provide for the filing of a true copy of the approved budget or amendment in the Office of the City Secretary.

PASSED AND APPROVED in Regular Council Session on this the **9th day of September, 2024.**

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR



**NOTICE OF PUBLIC HEARING
FISCAL YEAR 2024-2025
CITY OF TEXARKANA, TEXAS
ANNUAL OPERATING BUDGET**

The City of Texarkana, Texas will conduct a public hearing on the fiscal year 2024-2025 annual budget on Monday, August 26, 2024, at 6:00 PM at Texas City Hall, 220 Texas Boulevard, Texarkana, Texas 75501.

This budget will raise more revenue from property taxes than last year's budget by an amount of \$1,728,044 which is an 8.00% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$643,224.

Copies of the proposed budget are available for review with the City Secretary of the City of Texarkana, Texas and on the City's website at texarkanatexas.gov. The public is invited to review and make comments on the proposed budget.

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☒ Promote an Environmentally Sensitive & Livable Community ☒ Provide a Safe Community ☒ Deliver Quality Services ☒ Foster a Healthy Community
Run the Operations	☒ Enhance Community Preparedness & Responsiveness ☒ Maximize Partnership Opportunities ☒ Provide Courteous & Responsive Customer Service ☒ Model a Positive City Image ☒ Deliver Efficient Services ☒ Cultivate Community Involvement & Access
Manage the Resources	☒ Maintain Fiscal Strength ☒ Maximize Utilization & Resources ☒ Invest in Infrastructure & Transportation
Develop Personnel	☒ Develop a Skilled & Diverse Workforce ☒ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: Medium

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

☒ Newspaper Notice (Required by Statute)	☒ Public Hearing (Required by Statute)
☒ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☒ Website Notice
☐ Social Media (Twitter, Facebook, etc.)	☐ Special Mailing
☐ Flyers Posted	☐ Banners Posted
☐ Survey	☐ Automated Phone Call
☐ None Required	☐

Other:

City of Texarkana, Texas

Briefing Sheet

Version: A

Update Date: 8/23/2024 2:56 PM

Lead Department: Finance Department **Action Officer:** Kristin Peeples,
Subject: Resolution No. 2024-096 approving the fiscal year 2025 Master Fee List,
including reauthorization of building permit fees.

Briefing: 8/26/2024 **Public Hearing:** 8/26/2024 **Council Vote:** 8/26/2024

Item Schedule

Updates/History of Briefing:

Section 3 of the proposed resolution documents compliance with new law regarding reauthorization of building permit fees. Sec. 214.908 of the Texas Local Government Code provides,

REAUTHORIZATION OF BUILDING PERMIT FEES.

(a) In this section, "building permit fee" means a fee charged by a municipality as a condition to constructing, renovating, or remodeling a structure.

(b) A building permit fee is abolished on the 10th anniversary after the date the fee is adopted or most recently reauthorized under this section unless the governing body of the municipality that adopted or reauthorized the fee:

- (1) holds a public hearing on the reauthorization of the fee; and
- (2) reauthorizes the fee by vote of the governing body.

Added by Acts 2023, 88th Leg., R.S., Ch. 183 (H.B. 1922), Sec. 1, eff. January 1, 2024.

Fees added for Swanger Complex:

233	Swanger Complex Usage Fee	\$0.00	\$250.00	Per Day
234	Swanger Complex Field Rental	\$0.00	\$150.00	Per Field/Per Day
235	Swanger Complex Trash Service	\$0.00	\$250.00	Per Day (Optional)

City of Texarkana, Texas

236	Swanger Complex Cleaning Dugouts/Facilities	\$0.00	\$300.00	Per Occurrence
237	Swanger Complex Practice Slot Rental	\$0.00	\$50.00	Per 1.5 Hours

Executive Summary and Background Information:

The Master Fee List is presented to the council on an annual basis for approval of city fees. Staff has reviewed the list and made changes which are highlighted in yellow. Changes include:

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION
42	Dangerous Dog Registration	\$150.00	\$250.00	Per Pet Per Year	
44	Boarding Impounded Animal	\$15.00	\$20.00	Per Pet Per Day	For Day 4 On.
46	Rabies Quarantine	\$205.00	\$250.00	Per Pet	To Be Done at Vet's Office Or Approved Place
48	Animal Adoption Fee	\$75.00	\$50.00	Per Pet	Includes rabies shot, vaccinations, City Registration, & spaying/neutering of animal.
49	Miscellaneous Fee	\$0.00	\$0.00	Per Pet	In Increments of \$15 (Not Used)
69	Fire Inspection Service: Commercial OCL	\$0.00	\$75.00	Per hour	
86	Inspection Service: Pool (each body of water)	\$125 min. / \$0.25	\$125 min. / \$0.25	Per Square Foot / Annually	Maximum \$250.00
118	Notary Fee	\$5.00	\$0.00	Per Service	
151	Miscellaneous Inspection	\$0.00	\$50.00	Each	
213	Library: Texas Notary	\$1.00	\$2.00	Per Service	

City of Texarkana, Texas

233	Swanger Complex Usage Fee	\$0.00	\$250.00	Per Day	
234	Swanger Complex Field Rental	\$0.00	\$150.00	Per Field/Per Day	
235	Swanger Complex Trash Service	\$0.00	\$250.00	Per Day (Optional)	Vendor will have the option to supply their own personnel for trash service.
236	Swanger Complex Cleaning Dugouts/Facilities	\$0.00	\$300.00	Per Occurrence	This fee is established in case City has to clean turf of trash, sunflower seeds, gum, etc.
237	Swanger Complex Practice Slot Rental	\$0.00	\$50.00	Per 1.5 Hours	
393	Flow Test Fee		\$60.00		Required for vacant properties over 5 years
394	Water meter Tampering	\$50.00	\$100.00	Each	Plus any associated damage costs
395	Unauthorized Water Connection Inserted	\$100.00	\$200.00	Each	Plus any associated damage costs
400	Inspection/Tapping Fee for Water Main	\$75.00	\$100.00	Each	
403	Inspection/Tapping Fee for Sewer Main	\$75.00	\$100.00	Each	
424	Fire Hydrant Flow Testing	\$100.00	\$125.00	Per Test	
445	Residential Water Service Charge 1 (Monthly)	\$10.00	\$10.50	Per Meter	5/8" Meter Rate Study
446	Residential Water Service Charge 2 (Monthly)	\$10.00	\$10.50	Per Meter	3/4" Meter Rate Study
447	Residential Water Service Charge 3 (Monthly)	\$11.34	\$12.61	Per Meter	1" Meter Rate Study
448	Residential Water Service Charge 4 (Monthly)	\$14.66	\$17.84	Per Meter	1.5" Meter Rate Study
449	Residential Water Service Charge 5 (Monthly)	\$18.66	\$24.14	Per Meter	2" Meter Rate Study
450	Residential Water Service Charge 6 (Monthly)	\$28.00	\$38.85	Per Meter	3" Meter Rate Study
451	Residential Water Service	\$41.34	\$59.86	Per Meter	4" Meter Rate Study

City of Texarkana, Texas

	Charge 7 (Monthly)				
452	Residential Water Service Charge 8 (Monthly)	\$74.66	\$112.34	Per Meter	6" Meter Rate Study
453	Residential Water Service Charge 9 (Monthly)	\$114.66	\$175.34	Per Meter	8" Meter Rate Study
454	Residential Water Volume Rate Tier 1	\$2.15	\$2.45	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study
455	Residential Water Volume Rate Tier 2	\$2.55	\$2.96	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study
456	Residential Water Volume Rate Tier 3	\$3.76	\$4.14	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study
457	Residential Water Volume Rate Tier 4	\$4.48	\$5.02	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study
458	Residential Water Volume Rate Tier 5	\$5.11	\$5.90	Per 1,000 Gallons	Over 10,000 gallons Rate Study
459	Residential Irrigation Service Charge 1(Monthly)	\$10.00	\$10.50	Per Meter	5/8" Meter Rate Study
460	Residential Irrigation Service Charge 2(Monthly)	\$10.00	\$10.50	Per Meter	3/4" Meter Rate Study
461	Residential Irrigation Service Charge 3(Monthly)	\$11.34	\$12.61	Per Meter	1" Meter Rate Study
462	Residential Irrigation Service Charge 4(Monthly)	\$14.66	\$17.84	Per Meter	1.5" Meter Rate Study
463	Residential Irrigation Service Charge 5(Monthly)	\$18.66	\$24.14	Per Meter	2" Meter Rate Study
464	Residential Irrigation Service Charge 6(Monthly)	\$28.00	\$38.85	Per Meter	3" Meter Rate Study
465	Residential Irrigation Service Charge 7(Monthly)	\$41.34	\$59.86	Per Meter	4" Meter Rate Study
466	Residential Irrigation Service Charge 8(Monthly)	\$74.66	\$112.34	Per Meter	6" Meter Rate Study
467	Residential Irrigation Service Charge 9(Monthly)	\$114.66	\$175.34	Per Meter	8" Meter Rate Study
468	Residential Irrigation Volume Rate Tier 1	\$2.42	\$2.73	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study
469	Residential Irrigation Volume Rate Tier 2	\$2.81	\$3.20	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study
470	Residential Irrigation Volume Rate Tier 3	\$4.36	\$4.84	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study
471	Residential Irrigation	\$5.12	\$5.73	Per 1,000	Over 7,000 to 10,000

City of Texarkana, Texas

	Volume Rate Tier 4			Gallons	gallons Rate Study
472	Residential Irrigation Volume Rate Tier 5	\$5.65	\$6.43	Per 1,000 Gallons	Over 10,000 gallons Rate Study
473	Commercial Water Service Charge 1 (Monthly)	\$11.50	\$12.00	Per Meter	5/8" Meter Rate Study
474	Commercial Water Service Charge 2 (Monthly)	\$11.50	\$12.00	Per Meter	3/4" Meter Rate Study
475	Commercial Water Service Charge 3 (Monthly)	\$14.36	\$15.62	Per Meter	1" Meter Rate Study
476	Commercial Water Service Charge 4 (Monthly)	\$19.49	\$22.79	Per Meter	1.5" Meter Rate Study
477	Commercial Water Service Charge 5 (Monthly)	\$25.38	\$31.17	Per Meter	2" Meter Rate Study
478	Commercial Water Service Charge 6 (Monthly)	\$49.27	\$59.99	Per Meter	3" Meter Rate Study
479	Commercial Water Service Charge 7 (Monthly)	\$77.75	\$95.99	Per Meter	4" Meter Rate Study
480	Commercial Water Service Charge 8 (Monthly)	\$142.34	\$179.96	Per Meter	6" Meter Rate Study
481	Commercial Water Service Charge 9 (Monthly)	\$188.34	\$251.96	Per Meter	8" Meter Rate Study
482	Commercial Water Volume Rate Tier 1	\$3.99	\$4.55	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study
483	Commercial Water Volume Rate Tier 2	\$4.47	\$5.21	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study
484	Commercial Water Volume Rate Tier 3	\$5.01	\$5.97	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study
485	Commercial Water Volume Rate Tier 4	\$5.61	\$6.83	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study
486	Commercial Water Volume Rate Tier 5	\$6.28	\$7.82	Per 1,000 Gallons	Over 10,000 gallons Rate Study
488	Commercial Irrigation Service Charge 1(Monthly)	\$11.50	\$12.00	Per Meter	5/8" Meter Rate Study
489	Commercial Irrigation Service Charge 2(Monthly)	\$11.50	\$12.00	Per Meter	3/4" Meter Rate Study
490	Commercial Irrigation Service Charge	\$14.36	\$15.62	Per Meter	1" Meter Rate Study

City of Texarkana, Texas

	3(Monthly)				
491	Commercial Irrigation Service Charge 4(Monthly)	\$19.49	\$22.79	Per Meter	1.5" Meter Rate Study
492	Commercial Irrigation Service Charge 5(Monthly)	\$25.38	\$31.17	Per Meter	2" Meter Rate Study
493	Commercial Irrigation Service Charge 6(Monthly)	\$49.27	\$59.99	Per Meter	3" Meter Rate Study
494	Commercial Irrigation Service Charge 7(Monthly)	\$77.75	\$95.99	Per Meter	4" Meter Rate Study
495	Commercial Irrigation Service Charge 8(Monthly)	\$142.34	\$179.96	Per Meter	6" Meter Rate Study
496	Commercial Irrigation Service Charge 9(Monthly)	\$188.34	251..96	Per Meter	8" Meter Rate Study
498	Commercial Irrigation Volume Rate Tier 2	\$3.60	\$3.74	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study
499	Commercial Irrigation Volume Rate Tier 3	\$4.36	\$4.84	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study
500	Commercial Irrigation Volume Rate Tier 4	\$5.12	\$5.73	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study
501	Commercial Irrigation Volume Rate Tier 5	\$5.65	\$6.43	Per 1,000 Gallons	Over 10,000 gallons Rate Study
502	Residential Water Service Charge 1 (Monthly)	\$15.00	\$15.75	Per Meter	5/8" Meter Rate Study
503	Residential Water Service Charge 2 (Monthly)	\$15.00	\$15.75	Per Meter	3/4" Meter Rate Study
504	Residential Water Service Charge 3 (Monthly)	\$17.01	\$18.92	Per Meter	1" Meter Rate Study
505	Residential Water Service Charge 4 (Monthly)	\$21.99	\$26.76	Per Meter	1.5" Meter Rate Study
506	Residential Water Service Charge 5 (Monthly)	\$27.99	\$36.21	Per Meter	2" Meter Rate Study
507	Residential Water Service Charge 6 (Monthly)	\$42.00	\$58.28	Per Meter	3" Meter Rate Study
508	Residential Water Service Charge 7 (Monthly)	\$62.01	\$89.79	Per Meter	4" Meter Rate Study
509	Residential Water Service Charge 8 (Monthly)	\$111.99	\$168.51	Per Meter	6" Meter Rate Study
510	Residential Water Service Charge 9 (Monthly)	\$171.99	\$263.01	Per Meter	8" Meter Rate Study
511	Residential Water Volume Rate Tier 1 [outside city limits]	\$3.23	\$3.68	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study
512	Residential Water	\$3.82	\$4.44	Per 1,000	Over 2,000 to 5,000

City of Texarkana, Texas

	Volume Rate Tier 2 [outside city limits]			Gallons	gallons Rate Study
513	Residential Water Volume Rate Tier 3 [outside city limits]	\$5.64	\$6.21	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study
514	Residential Water Volume Rate Tier 4 [outside city limits]	\$6.72	\$7.53	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study
515	Residential Water Volume Rate Tier 5 [outside city limits]	\$7.66	\$8.85	Per 1,000 Gallons	Over 10,000 gallons Rate Study
516	Residential Irrigation Service Charge 1 (Monthly)	\$15.00	\$15.75	Per Meter	5/8" Meter Rate Study
517	Residential Irrigation Service Charge 2 (Monthly)	\$15.00	\$15.75	Per Meter	3/4" Meter Rate Study
518	Residential Irrigation Service Charge 3 (Monthly)	\$17.01	\$18.92	Per Meter	1" Meter Rate Study
519	Residential Irrigation Service Charge 4 (Monthly)	\$21.99	\$26.76	Per Meter	1.5" Meter Rate Study
520	Residential Irrigation Service Charge 5 (Monthly)	\$27.99	\$36.21	Per Meter	2" Meter Rate Study
521	Residential Irrigation Service Charge 6 (Monthly)	\$42.00	\$58.28	Per Meter	3" Meter Rate Study
522	Residential Irrigation Service Charge 7 (Monthly)	\$62.01	\$89.79	Per Meter	4" Meter Rate Study
523	Residential Irrigation Service Charge 8 (Monthly)	\$111.99	\$168.51	Per Meter	6" Meter Rate Study
524	Residential Irrigation Service Charge 9 (Monthly)	\$171.99	\$263.01	Per Meter	8" Meter Rate Study
525	Residential Irrigation Volume Rate Tier1(outside city)	\$3.63	\$4.10	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study
526	Residential Irrigation Volume Rate Tier2(outside city)	\$4.22	\$4.80	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study
527	Residential Irrigation Volume Rate Tier3(outside city)	\$6.54	\$7.26	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study
528	Residential Irrigation	\$7.68	\$8.60	Per 1,000	Over 7,000 to 10,000

City of Texarkana, Texas

	Volume Rate Tier4(outside city)			Gallons	gallons Rate Study
529	Resdiential Irrigation Volume Rate Tier5(outside city)	\$8.48	\$9.65	Per 1,000 Gallons	Over 10,000 gallons Rate Study
530	Commercial Water Service Charge 1 (Monthly) [outside city limits]	\$17.25	\$18.00	Per Meter	5/8" Meter Rate Study
531	Commercial Water Service Charge 2 (Monthly) [outside city limits]	\$17.25	\$18.00	Per Meter	3/4" Meter Rate Study
532	Commercial Water Service Charge 3 (Monthly) [outside city limits]	\$21.54	\$23.43	Per Meter	1" Meter Rate Study
533	Commercial Water Service Charge 4 (Monthly) [outside city limits]	\$29.23	\$34.19	Per Meter	1.5" Meter Rate Study
534	Commercial Water Service Charge 5 (Monthly) [outside city limits]	\$38.08	\$46.76	Per Meter	2" Meter Rate Study
535	Commercial Water Service Charge 6 (Monthly) [outside city limits]	\$73.91	\$89.99	Per Meter	3" Meter Rate Study
536	Commercial Water Service Charge 7 (Monthly) [outside city limits]	\$116.62	\$143.99	Per Meter	4" Meter Rate Study
537	Commercial Water Service Charge 8 (Monthly) [outside city limits]	\$213.51	\$269.94	Per Meter	6" Meter Rate Study
538	Commercial Water Service Charge 9 (Monthly) [outside city limits]	\$282.51	\$377.94	Per Meter	8" Meter Rate Study
539	Commercial Water Volume Rate Tier 1 [outside city limits]	\$5.98	\$6.83	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study
540	Commercial Water Volume Rate Tier 2 [outside city limits]	\$6.70	\$7.82	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study
541	Commercial Water Volume Rate Tier 3	\$7.51	\$8.96	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study

City of Texarkana, Texas

	[outside city limits]				
542	Commercial Water Volume Rate Tier 4 [outside city limits]	\$8.41	\$10.25	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study
543	Commercial Water Volume Rate Tier 5 [outside city limits]	\$9.42	\$11.73	Per 1,000 Gallons	Over 10,000 gallons Rate Study
544	Commercial Irrigation Service Charge 1 (Monthly) [outside city limits]	\$17.25	\$18.00	Per Meter	5/8" Meter Rate Study
545	Commercial Irrigation Service Charge 2 (Monthly) [outside city limits]	\$11.25	\$18.00	Per Meter	3/4" Meter Rate Study
546	Commercial Irrigation Service Charge 3 (Monthly) [outside city limits]	\$21.54	\$23.43	Per Meter	1" Meter Rate Study
547	Commercial Irrigation Service Charge 4(Monthly) [outside city limits]	\$29.24	\$34.19	Per Meter	1.5" Meter Rate Study
548	Commercial Irrigation Service Charge 5(Monthly) [outside city limits]	\$38.07	\$46.76	Per Meter	2" Meter Rate Study
549	Commercial Irrigation Service Charge 6 (Monthly) [outside city limits]	\$73.91	\$89.99	Per Meter	3" Meter Rate Study
550	Commercial Irrigation Service Charge 7(Monthly) [outside city limits]	\$116.63	\$143.99	Per Meter	4" Meter Rate Study
551	Commercial Irrigation Service Charge 8 (Monthly) [outside city limits]	\$213.51	\$269.94	Per Meter	6" Meter Rate Study
552	Commercial Irrigation Service Charge 9(Monthly) [outside city limits]	\$282.51	\$377.94	Per Meter	8" Meter Rate Study
554	Commercial Irrigation Volume Rate Tier 2 [outside city limits]	\$5.40	\$5.61	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study
555	Commercial Irrigation Volume Rate Tier 3	\$6.54	\$7.26	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study

City of Texarkana, Texas

	[outside city limits]				
556	Commercial Irrigation Volume Rate Tier 4[outside city limits]	\$7.68	\$8.60	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study
557	Commercial Irrigation Volume Rate Tier 5[outside city limits]	\$8.48	\$9.65	Per 1,000 Gallons	Over 10,000 gallons Rate Study
558	Residential Sewer Minimum Charge (Monthly)	\$12.50	\$13.00	Per Meter	Zero to 2,000 gallons Rate Study
559	Residential Sewer Volume Rate	\$4.50	\$4.80	Per 1,000 Gallons	Over 2,000 to 15,000 gallons Rate Study
560	Residential Unmetered Sewer (Monthly) (from water supplied by sources other than TWU)	\$27.47	\$41.80	Per Sewer Connection	Flat Fee Rate Study
561	Commercial Sewer Minimum Charge (Monthly)	\$12.50	\$13.00	Per Meter	Zero to 2,000 gallons Rate Study
562	Commercial Sewer Volume Rate	\$5.26	\$5.61	Per 1,000 Gallons	Over 2,000 gallons Rate Study
563	Residential Sewer Minimum Charge (Monthly) [outside city limits]	\$18.75	\$19.50	Per Meter	Zero to 2,000 gallons Rate Study
564	Residential Sewer Volume Rate [outside city limits]	\$6.75	\$7.20	Per 1,000 Gallons	Over 2,000 to 15,000 gallons Rate Study
565	Residential Unmetered Sewer Charge (Monthly) (from water supplied by sources other than TWU) [outside city limits]	\$41.20	\$62.70	Per Sewer Connection	Flat Fee Rate Study
566	Commercial Sewer Minimum Charge (Monthly) [outside city limits]	\$18.75	\$19.50	Per Meter	Zero to 2,000 gallons Rate Study
567	Commercial Sewer Volume Rate [outside city limits]	\$7.90	\$8.42	Per 1,000 Gallons	Over 2,000 gallons Rate Study

	Itinerate Vendor Permit	\$100.00	\$100.00	Each	\$10.00 each additional permit for same sales group. 1-year permit
--	------------------------------------	---------------------	---------------------	-----------------	---

Potential Options:

City of Texarkana, Texas

- Approve master fee list with changes
- Deny master fee list and stay with current fees

Fiscal Implications:

To offset the cost of specific services with the revenue generated from these services.

Staff Recommendation:

Staff recommends approval.

Advisory Board/Committee Review:

Not Applicable

Board/Committee Recommendation:

Not Applicable

Advisory Board/Committee Meeting Date and Minutes:

Not Applicable

Attachments

- a. 2024-096 RES Master Fee List FY 25 (jcl rev) (DOCX)
- b. 2024-096 ATTH 01 FY25 Master Fee List (PDF)
- c. 2024-096 ATTH 01 FY25 Master Fee List (PDF)
- d. 2024-096 Goals & Perspectives (DOCX)
- e. 2024-096 RES Master Fee List FY 2025 signed (PDF)

Staff Coordination

Finance Department	Kristin Peebles	Department Head Review	Completed	
	07/31/2024 11:33 AM			
Finance Department	Kristin Peebles	Finance Review	Completed	07/31/2024
	11:34 AM			
City Manager	David Orr	City Manager Review	Completed	08/02/2024
	10:06 AM			
City Council	Jennifer Evans	Meeting	Completed	08/12/2024
	6:00 PM			

Meeting History

08/12/24	City Council	MOVED FORWARD	Next: 08/26/24
----------	--------------	---------------	----------------

RESOLUTION NO. 2024-096**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ADOPTING THE FISCAL YEAR 2025 MASTER FEE LIST, INCLUDING REAUTHORIZATION OF BUILDING PERMIT FEES; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, municipal services generally serve the total city population; and

WHEREAS, these general municipal services are expected to be delivered on a scheduled or demand basis but paid for from general funds collected broadly via property taxes or sales taxes; and

WHEREAS, there are a number of municipal services that are provided on a demand basis or provided to a very restricted segment of the general population; and

WHEREAS, the guiding principle for funding these demand basic services or services targeting a very restricted segment of the population should be paid for by those who receive or request the specific service; and

WHEREAS, user fees are often established by local governments throughout Texas, and the nation, using the uniform basis of collected revenues offsetting the expenses incurred delivering the service, thus not requiring taxpayer subsidy; and

WHEREAS, Texarkana does provide a number of municipal services that are used by segments of the city and thus lend themselves to being provided subject to the beneficiary paying related user fees; and

WHEREAS, city staff has prepared a list of services that are generally not used by the whole collective of the city and therefore should be paid for by those who directly benefit from the service provided.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the City Council has reviewed the Master Fee List and has determined that the services listed are used by segments of the city and should appropriately be paid for by the charging and collecting of related user fees.

SECTION 2: That the Master Fee List will be reviewed annually and adjustments made to further align the user fee revenues with the costs of providing the designated services or city council directed percentages of the total costs of providing the designated service.

SECTION 3: That after holding a public hearing on reauthorizing building permit fees in the Master Fee List as required by Tex. Loc. Gov't Code §214.908, such fees are hereby reauthorized.

SECTION 4: That this Resolution shall be in full force and effect from and after adoption of this resolution.

PASSED AND APPROVED in Regular Council Session on this the **26th** day of **August, 2024**.

ATTEST:

JENNIFER EVANS, CITY SECRETARY

BOB BRUGGEMAN, MAYOR

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
1	Extraordinary Event Cost Recovery Fee	\$0.00			An invoice may be sent by the City to any individual, organization or entity to recapture the cost of staff time, materials and supplies, and other costs related to an event, item or activity which is not considered a service provided to the general population in the normal and ordinary course of the City's operation.	All Departments and Offices		
2	Returned Checks	\$30.00	\$30.00	Each check	NSF –Non-Sufficient Funds	All Departments and Offices		
3	Coin Operated Machine Permit	\$15.00	\$15.00	Per Coin Operated Machine	Maximum \$250.00 (17+ machines)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
4	Public Amusement Permit	\$100.00	\$100.00	Each	Permit is only valid for three (3) consecutive days	Administration	City Hall - Municipal Building - 220 Texas Boulevard	903.-798-3900
5	Public Amusement Permit - Annual	\$500.00	\$500.00	Each	Permit is valid for one year	Administration	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3900
6	Transient Dealer Precious Metal Permit	\$300.00	\$300.00	Each	For 30 Days, averaging \$10 per day	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
7	Alcoholic Bev: (Malt Beverage) Retail Dealer's Off-Premise License (BF)	\$60.00	\$60.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
8	Alcoholic Bev: Wine and Malt Beverage Retailer's Off-Premise Permit (BQ)	\$60.00	\$60.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
9	Alcoholic Bev: (Malt Beverage) Retail Dealer's On-Premise License (BE)	\$150.00	\$150.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
10	Alcoholic Bev: Wine and Malt Beverage Retailer's Permit (BG)	\$175.00	\$175.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
11	Alcoholic Bev: Brewpub License (BP)	\$500.00	\$500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
12	Alcoholic Bev: Package Store Permit (P)	\$500.00	\$500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
13	Alcoholic Bev: Wine-Only Package Store Permit (Q)	\$75.00	\$75.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
14	Alcoholic Bev: General Class B Wholesaler's Permit (X)	\$300.00	\$300.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
15	Alcoholic Bev: Winery Permit (G)	\$75.00	\$75.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
16	Alcoholic Bev: Local Distributor's Permit (LP)	\$100.00	\$100.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
17	Alcoholic Bev: Branch Distributor's License (BC)	\$75.00	\$75.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
18	Alcoholic Bev: Wholesaler's Permit (W)	\$1,875.00	\$1,875.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
19	Alcoholic Bev: General Distributor's License (BB)	\$300.00	\$300.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
20	Alcoholic Bev: Mixed Beverage Permit w/ FB (MB) - 2nd Renewal	\$1,500.00	\$1,500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
21	Alcoholic Bev: Mixed Beverage Permit w/ FB (MB) - 3rd and Subsequent Renewals	\$750.00	\$750.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
22	Alcoholic Bev: Brewer's License (BW)	\$1,500.00	\$1,500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
23	Alcoholic Bev: Distiller's and Rectifier's Permit (D)	\$1,500.00	\$1,500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
24	Alcoholic Bev: Nonresident Seller's Permit (S)	\$150.00	\$150.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
25	Alcoholic Bev: Bonded Warehouse Permit (J/JD)	\$150.00	\$150.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
26	Alcoholic Bev: Manufacturer's Agent's Warehousing Permit (AW)	\$750.00	\$750.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
27	Alcoholic Bev: Promotional Permit (PR)	\$300.00	\$300.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
28	Alcoholic Bev: Brewer's Self-Distribution License (SD)	\$600.00	\$600.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
29	Alcoholic Bev: Water Park Permit (WP)	\$30.00	\$30.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
30	Motor Vehicle Junk Yard or Business Permit	\$50.00	\$50.00	Each	Annual Note: \$1.00 Fee to Replace Lost Permit	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
31	Open Records Information	\$0.00	\$0.00		Note: Charges for public information will be as defined in Title 1, Part 3, Chapter 70 of the Texas Administrative Code. When applicable, labor cost will be added to open records requests and will be billed at \$15/hour plus a 20% overhead charge.	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
32	Airport Operations, Maintenance and Improvement Fee - Residential 1 *	\$0.00	\$0.00	Monthly	Collected via Utility Statement when water use less than 6,000 gallons (Residential)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
33	Airport Operations, Maintenance and Improvement Fee - Residential 2 *	\$0.00	\$0.00	Monthly	Collected via Utility Statement when water use exceeds 6,000 gallons (Residential)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
34	Airport Operations, Maintenance and Improvement Fee - Commercial 1 *	\$0.00	\$0.00	Monthly	Collected via Utility Statement when water use is less than 4,000 gallons (Commercial)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
35	Airport Operations, Maintenance and Improvement Fee - Commercial 2 *	\$0.00	\$0.00	Monthly	Collected via Utility Statement when water use exceeds 4,000 gallons (Commercial)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
36	Dog & Cat Registration (Unaltered) *	\$40.00	\$40.00	Per Pet	Per Year	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
37	Dog & Cat Breeding Fee (Unaltered)	\$50.00	\$50.00	Per Pet	Per Year - Waved if proof of alteration & rabies vaccination shown	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
38	Dog & Cat Registration (Altered) *	\$10.00	\$10.00	Per Pet	Per Year - Must show proof of alteration and rabies vaccination.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
39	Dog & Cat Late Registration or Fail to Register *	\$0.00	\$0.00	Per Pet	Per Year	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
40	Dog & Cat Registration 3-Year (Altered)	\$20.00	\$20.00	Per Pet	Every 3 years - Must show proof of alteration and rabies vaccination.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
41	Dog & Cat Registration - Replacement Tag *	\$0.00	\$0.00	Per Pet		Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
42	Dangerous Dog Registration	\$150.00	\$250.00	Per Pet Per Year		Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
43	Reclaim City-Registered Impounded Animal	\$50.00	\$50.00	Per Pet	For 1st 3 days	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
44	Boarding Impounded Animal	\$15.00	\$20.00	Per Pet Per Day	For Day 4 On.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
45	Reclaim Impounded Animal	\$100.00	\$100.00	Per Pet	Includes rabies shot, vaccinations, City Registration, and spaying/neutering of animal.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
46	Rabies Quarantine	\$205.00	\$250.00	Per Pet	To Be Done at Vet's Office Or Approved Place	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
47	Owner Surrenders	\$75.00	\$75.00	Per Pet		Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
48	Animal Adoption Fee	\$75.00	\$50.00	Per Pet	Includes rabies shot, vaccinations, City Registration, & spaying/neutering of animal.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
49	Miscellaneous Fee	\$0.00	\$0.00	Per Pet	In Increments of \$15 (Not Used)	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
50	Birth Certificates	\$23.00	\$23.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
51	Death Certificates	\$21.00	\$21.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
52	Death Certificates (additional copies)	\$4.00	\$4.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
53	Abstract Poly Envelope	\$2.00	\$2.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
54	Long Poly Envelope	\$3.00	\$3.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
55	Mail Request: Shipping & Handling Fee	\$2.00	\$2.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
56	Credit/debit card payment	\$2.50	\$2.50	Each Transaction	In Addition to certificate fees	Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
57	Garage Sale Permit	\$5.00	\$5.00	Each	3-day/max 2 per year	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
58	Estate Sale Permit	\$20.00	\$20.00	Each	3-days/Max 2 per year	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
	Itinerate Vendor Permit	\$100.00	\$100.00	Each	\$10.00 each additional permit for same sales group- 1 year permit	Vital Statistics Office	City Hall—Municipal Building— 220 Texas Boulevard	903-798-3905
59	Incident Report Copies	\$0.00	\$0.00	Per Report	Fire Department calls only	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
60	Fire Inspection Service: Nursing Home	\$150.00	\$150.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
61	Fire Inspection Service: Day Care	\$75.00	\$75.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
62	Fire Inspection Service: Group Home	\$75.00	\$75.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
63	Fire Inspection Service: Hospital	\$350.00	\$350.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
64	Fire Inspection Service: Hotel/Motel - Base	\$35.00	\$35.00	Annual Fee	Includes two inspections, performed semi-annually, \$35 base fee plus \$5 per room inspected	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
65	Fire Inspection Service: Hotel/Motel - Per Room	\$5.00	\$5.00	Annual Fee	Includes two inspections, performed semi-annually, \$35 base fee plus \$5 per room inspected	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
66	Fire Inspection Service: First Re-Inspection	\$0.00	\$0.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
67	Fire Inspection Service: 2nd and subsequent re-inspections.	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
68	Fire Inspection Service: After Hours Inspection (Minimum 2 hr.)	\$75.00	\$75.00	Per hour		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
69	Fire Inspection Service: Commercial OCL	\$0.00	\$75.00	Per hour		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
70	Water Fill / Truck Only	\$25.00	\$25.00	Per Order		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
71	Fire Inspection Service: Home Safety Inspection	No Charge	No Charge			Fire Department	Fire Administration - 919 Elm Street	903-798-3994
72	Fire Inspection Service: Foster Home Inspection	No Charge	No Charge			Fire Department	Fire Administration - 919 Elm Street	903-798-3994
73	Permit: Fire Alarm Commercial Installation	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
74	False Alarm Fee - Commercial: 4-6 Alarms	\$0.00	\$0.00	Each Alarm	Per 12-month period	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
75	False Alarm Fee - Commercial: 7 and more	\$0.00	\$0.00	Each Alarm	Per 12-month period	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
76	False Alarm Fee - Residential: 4-6 Alarms	\$0.00	\$0.00	Each Alarm	Per 12-month period	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
77	False Alarm Fee - Residential: 7 and more	\$0.00	\$0.00	Each Alarm	Per 12-month period	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
78	Permit: Fixed Fire Extinguishing System	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
79	Permit: Sprinkler/Standpipe	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
80	Permit: Installation/Removal of UST's	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
81	Permit: Open Burning (not recreational)	\$1,000.00	\$1,000.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
82	Permit: Recreational Burning	\$50.00	\$50.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
83	Permit: Fireworks	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
84	Response: Hazardous Materials	\$1.10	\$1.10	Replacement	Current Replacement cost of materials used	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
85	Response: Technical Rescue	\$1.10	\$1.10	Replacement	Current Replacement cost of materials used	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
86	Inspection Service: Pool (each body of water)	\$125 min. / \$0.25	\$125 min. / \$0.25	Per Square Foot / Annually	Maximum \$250.00	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
87	Inspection Service: Pool Late Fee (each body of water)	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
88	Inspection Service: Pool 1st Re-inspection (each body of water)	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
89	Inspection Service: Pool Subsequent Re-inspections (each body of water/each additional inspection - incremental increase in fee)	\$125.00	\$125.00	Each	Increasing in \$100.00 increments for each additional re-inspection	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
90	Inspection Service: Pool Complaint (each body of water)	\$75.00	\$75.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
91	Inspection Service: Pool Reinstatement (each body of water)	\$125.00	\$125.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
92	Health Service Inspection: Food Service w/1-5 employees	\$275 min./ \$0.05	\$275 min./ \$0.05	Per Square Foot / Annually		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
93	Health Service Inspection: Food Service w/6-10 employees	\$0.00	\$0.00	Annual Fee		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
94	Health Service Inspection: Food Service w/11 or more employees	\$0.00	\$0.00	Annual Fee		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
95	Health Service Inspection: Food Service each Public & Private School	\$275.00	\$275.00	Annual Fee		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
96	Health Service Inspection: Food Service for each Non-Profit	\$75.00	\$75.00	Annual Fee	Complaint Inspection, reinstatement & re-inspection fees apply	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
97	Health Service Inspection: Day Care	\$150 min. / \$0.05	\$150 min. / \$0.05	Per Square Foot/ Annually	Per Day Care	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
98	Health Service Inspection: Temporary Event	\$50.00	\$50.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
99	Health Service Inspection: Seasonal Permit	\$100.00	\$100.00	Each	There was an error in the current fee schedule that had swapped Mobile Fee with Seasonal Fee, this is to correct that error.	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
100	Health Service Inspection: Mobile Food Unit	\$200.00	\$200.00	Annual Fee	There was an error in the current fee schedule that had swapped Mobile Fee with Seasonal Fee, this is to correct that error.	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
101	Health Service Inspection: Mobile Food Unit for 3-days or less	\$50.00	\$50.00	Annual Fee	For Mobile Units that are coming in 1 or 2 times/year for special events that last less than 3 days	Health Inspections	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
102	Health Service Inspection: Mobile Food Unit Reinspection Fee	\$50.00	\$50.00	Per Inspection		Health Inspections	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
103	Health Service Inspection: Late fee	\$100.00	\$100.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
104	Health Service Inspection: Complaint Inspection	\$50.00	\$50.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
105	Health Service Inspection: Re-inspection	\$100.00	\$100.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
106	Health Service Inspection: Reinstatement	\$150.00	\$150.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
107	Health Service Inspection: Duplicate Permit	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
108	Copy: Texas Food Establishment Rules (picked up)	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
109	Copy: Texas Food Establishment Rules (mailed)	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
110	Health Service Inspection: Courtesy Follow Up Inspection	\$0.00	\$0.00	Each	Charged after the 2nd Courtesy Inspection	Health Inspections	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
111	Immunization: Child Administrative Fee	\$14.00	\$14.00	Per Visit	No Vaccine Maximum - No charge for Texas Medicaid Children	Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
112	Immunization: Adult Administrative Fee	\$20.00	\$20.00	Per Visit		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
113	Copy: Shot Record	\$2.00	\$2.00	Each		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
114	Immunization: Private Purchase Flu vaccine	\$25.00	\$25.00	Per Shot	Price subject to change	Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
115	Health Service: Tuberculosis Skin Test for Employment or Schooling	\$20.00	\$20.00	Per Test		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
116	Health Service: Health Card Renewal	\$10.00	\$10.00	Per Card		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
117	Health Service: Blood Sugar (Finger Stick)	\$10.00	\$10.00	Per Test		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
118	Notary Fee	\$5.00	\$0.00	Per Service		Human Resources Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3917
119	Portable Building Permit	\$30.00	\$30.00	Each	For buildings that are already constructed, moved on site	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
120	New Residential Building Permit	\$0.00	\$0.00	Per Square Foot	1. New SF, DD, MH and MF including units available for individual ownership; 2. Additions including but not limited to: bedrooms, bathrooms, screened porch, sunrooms and etc...; 3. Attached Accessory Structure including but not limited to: deck, garage, open porch and etc.... 4. All space measured including heated and unheated space.	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
121	Residential Remodeling, Alterations, Repairs	\$0.25	\$0.25	Per Square Foot		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
122	Residential Remodel/ Repair	\$0.00	\$0.00	Per Square Foot	Of Room Remodeled	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
123	Residential Re-Inspection Fee	\$25.00	\$25.00	All Trades	Does not include "Missed Appointment"	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
124	Non-Residential Building Permit with Estimated Costs < \$25M	\$0.50/SF + \$0.10/SF site development area	\$0.50/SF + \$0.10/SF site development area	Each	Site Development includes the square footage of all area disturbed minus building (includes stormwater, driveways, grading, etc)	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
125	Non-Residential Building Permit with Estimated Costs > \$25M	See Other Information	See Other Information		Contractor is responsible for paying 3rd Party Inspection Service + 10% of costs of Inspection Services	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
126	Residential Re-Roofing or Repair Permit	\$75.00	\$75.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
127	Non Residential Re-Roofing or Repair Permit	\$100.00	\$100.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
128	Application Plan Review Fee: Residential	\$50.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
129	Application Plan Review Fee: Non-Residential	\$500.00	\$500.00	Each	Project costs < \$1,000,000	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
130	Application Plan Review Fee: Non-Residential	\$500.00	\$500.00	Each	Project costs => \$1,000,000	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3913

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
131	Application Plan Review Fee: Non-Residential	See other informaiton	See other informaiton	Each	Project costs > \$25M, Contractor is responsible for hiring 3rd party Inspection Service for all plan review.	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
132	Residential: Re-Review Plan or Change	\$50.00	\$50.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
133	Non-Residential: Re-Review Plan or Change	\$250.00	\$250.00	Each	Project costs < \$1,000,000	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
134	Non-Residential: Re-Review Plan or Change	\$500.00	\$500.00	Each	Project costs => \$1,000,000	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3913
135	Non-Residential: Re-Inspection Fee	\$50.00	\$50.00	Each Trade	Increases at \$25 rate per failed inspection, thus increasing to \$75, \$100, \$125 and etc.... Does not include "Missed Appointment"	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
136	Inspections Outside City Limits - Inside ETJ	\$150.00	\$150.00	Each	Per Request from owner/contractor	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
137	Demolition Permit	\$150.00	\$150.00	Each	Performance Bond/cashiers check Required	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
138	Demolition Permit for Out Building	\$50.00	\$50.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
139	Non-Residential: Temporary Electrical Power	\$75.00	\$75.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
140	Work Performed without Permit	\$0.00	\$0.00	Each	Double Fee	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
141	Record Retrieval	\$0.00	\$0.00	Each Request	Pulling closed files, plans and etc....	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
142	Initial Certificate of Occupancy	\$50.00	\$50.00	Each	Does not include new construction; 2 inspections included; \$25 each additional inspection	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
143	Replacement of Certificate of Occupancy Card	\$10.00	\$10.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
144	Re-stamp Previously Approved Plans	\$25.00	\$25.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
145	Non Residential Permit Renewal of Expired Permit	25%	25%	Each	25% of original permit fee	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
146	Residential renewal of Expired Permit	25%	25%	Each	25% of original permit fee	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
147	Failure to Pick-up Permit within 60 days of Approval	\$0.00	\$0.00		Forfeit Fees	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
148	Refund Fee for Non-expired Permits	\$0.00	\$0.00	Each	Forfeit Fees; Permit fees will be reimbursed.	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
149	Refund Fee for Expired Permits	\$0.00	\$0.00		Forfeit Fees	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
150	Weekend/After Office Hours Inspection Fee	\$100.00	\$100.00	Per Hour	Minimum of 3 hours	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
151	Miscellaneous Inspection	\$0.00	\$50.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
152	Construction or Work Site Trailer	\$250.00	\$250.00	Per Trailer	Includes piers, tie-downs, steps, decks, electrical, plumbing, and mechanical	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
153	Minimum Inspection Miscellaneous Permit Fee	\$0.00	\$0.00	Each	Not Used	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
154	Courtesy/ Follow Up Inspection	\$25.00	\$25.00	Each	2 inspections included with building permit, 3rd + is charged for each inspection	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
155	Builders & Mechanical Contractors (Plumbing, Electric, HVAC) Registration Fee	\$0.00	\$0.00	One time	Not allowed by State of Texas	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
156	Driveway Permit	\$30.00	\$30.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
157	Swimming Pool Permit	\$200.00	\$200.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
158	Tent Permit	\$75.00	\$75.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
159	Sign Permit for basic/simple sign	\$70.00	\$70.00	Each	Simple Sign including but not limited to: Wall Mounted, Free Standing, Monument, or Pole - No electric power	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
160	Sign Permit for sign with electric power	\$100.00	\$100.00	Each	Simple Sign including but not limited to: Wall Mounted, Free Standing, Monument, or Pole with electric power	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
161	Sign Permit for sign with electronic messaging (CVEMS) less than or equal to 50 Square Feet	\$125.00	\$125.00	Each	CVEMS including but not limited to: Wall Mounted, Free Standing, Monument, or Pole	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
162	Sign Permit for sign with electronic messaging (CVEMS) greater than 50 Square Feet	\$150.00	\$150.00	Each	CVEMS including but not limited to: Wall Mounted, Free Standing, Monument, or Pole	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
163	Sign Permit-Banner	\$25.00	\$25.00	Each	Per month	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-9312
164	Sign Permit Promotional/Grand Opening	\$100.00	\$100.00	Each	Maximum Promotional 90 days; Grand Opening two weeks	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-9313
165	Billboard/Off Premise advertising sign *	\$500.00	\$500.00	Per Year		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
166	Cell Tower Permit	\$650.00	\$650.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
167	Co-location Antenna on Cell Tower Permit	\$100.00	\$100.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
168	Basic Electrical Rough-In or General Repairs Permit (up to 4 circuits)	\$25.00	\$25.00	Permit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
169	Additional Electrical Rough-In or General Repairs Permit (5 – 16 circuits) (Basic + Additional)	\$2.50	\$2.50	Each Additional Circuit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
170	Additional Electrical Rough-In or General Repairs Permit (More than 16 circuits) (Basic + Additional 1 + Additional 2)	\$2.00	\$2.00	Each Additional Circuit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
171	Restore/Repair Electrical Service Permit (100 amp)	\$25.00	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
172	Restore/Repair Electrical Service Permit (200 amp)	\$30.00	\$30.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
173	Restore/Repair Electrical Service Permit (400 amp)	\$35.00	\$35.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
174	Restore/Repair Electrical Service Permit (600 amp)	\$40.00	\$40.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
175	Restore/Repair Electrical Service Permit (Greater than 600 amp)	\$45.00	\$45.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
176	Other General Electrical Repair Permit	\$30.00	\$30.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
177	Non Residential General Electrical Repair Permit	\$50.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
178	Electric Power Permit for Sign	\$0.00	\$0.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
179	Electric Company Courtesy Inspection	\$25.00	\$25.00	Each	SWEPCO requires inspection before power can be turned on.	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
180	Placement of Temporary Pole for Electrical Power Permit	\$50.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
181	Electric - New Construction or Remodels (Residential & Commercial)	\$0.05	\$0.05	Per Square Foot		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
182	Appeal Concerning Electrical Code Filing Fee	\$50.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
183	Plumbing Permit Water (Installation or Replacement of Fixtures, Water Heater, Foot Spa, and etc.... Including general repair of water system)	\$15.00	\$15.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
184	Plumbing Permit: Sewer Line or Tap	\$20.00	\$20.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
185	Plumbing Permit Gas (Basic) (up to 4 openings)	\$15.00	\$15.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
186	Plumbing Permit Gas (Additional) (Greater than 4 openings) (Basic + Additional)	\$1.00	\$1.00	Each (over 4)		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
187	Plumbing Permit Irrigation: RPZ installation	\$50.00	\$50.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
188	Plumbing Permit Irrigation: (Basic) (1-5 Heads)	\$10.00	\$10.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
189	Plumbing Permit Irrigation (Additional) (More than heads)(Basic + Additional)	\$0.75	\$0.75	Each Additional Head		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
190	Plumbing Permit Miscellaneous (Backflow, Grease Trap, Sand/Oil Separator and etc...)	\$25.00	\$25.00	Each	TWU handles this...	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
191	Plumbing - New Construction or Remodels (Residential or Commercial)	\$0.05	\$0.05	Per Square Foot		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
192	HVAC Permit: Residential Air Installation/Replacement	\$25.00	\$25.00	Per Unit		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
193	HVAC Permit: Non Residential Commercial Air Installation/Replacement	\$50.00	\$50.00	Per Unit		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
194	HVAC Permit: Mini Split Commercial Air Units	\$10.00	\$10.00	Per Unit		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
195	HVAC - New Construction or Remodels (Residential or Commercial)	\$0.05	\$0.05	Per Square Foot		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
196	Temporary Landing Permit	\$335.00	\$335.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
197	Library Membership Texarkana AR/TX Residents	\$0.00	\$0.00	Each		Library	600 West 3 rd Street	903-794-2149
198	Library Membership Non-Texarkana Resident	\$20.00	\$20.00	Annual Fee		Library	600 West 3 rd Street	903-794-2149
199	Library Overdue Fines (Books and Compact Discs)	\$0.25	\$0.25	Per Calendar Day	Up to the cost of the book or compact discs. Return stops the fine accumulation.	Library	600 West 3 rd Street	903-794-2149
200	Library Overdue Fines (Videos, DVD or Playaway)	\$1.00	\$1.00	Per Calendar Day	Until the return, up to the cost of the videos, DVD or Playaway	Library	600 West 3 rd Street	903-794-2149
201	Library card replacement	\$1.00	\$1.00	Per Replacement	Lost unexpired library card	Library	600 West 3 rd Street	903-794-2149
202	Computer Keyboard Replacement	\$1.00	\$1.00	Per Replacement		Library	600 West 3 rd Street	903-794-2149
203	Library: Ear buds	\$1.00	\$1.00	Per Set		Library	600 West 3 rd Street	903-794-2149
204	Library: Memory Sticks (flash drive)	\$5.00	\$5.00	Per Drive		Library	600 West 3 rd Street	903-794-2149
205	Library Bag (Plastic)	\$0.50	\$0.50	Per Bag		Library	600 West 3 rd Street	903-794-2149
206	Library Bag (Canvas)	\$7.00	\$7.00	Per Bag		Library	600 West 3 rd Street	903-794-2149
207	Library: Use of Typewriter	\$0.00	\$0.00	Per 1/2 Hour		Library	600 West 3 rd Street	903-794-2149
208	Library: Case Replacement	\$2 - \$9	\$2 - \$9	Per Case		Library	600 West 3 rd Street	903-794-2149
209	Library: Art Sleeve for case	\$1.00	\$1.00	Each		Library	600 West 3 rd Street	903-794-2149
210	Library: Due Date Card Replacement	\$1.00	\$1.00	Per Card		Library	600 West 3 rd Street	903-794-2149
211	Library: Photo copies (B&W)	\$0.15	\$0.15	Per Page		Library	600 West 3 rd Street	903-794-2149
212	Library: Photo copies (Color)	\$1.00	\$1.00	Per Page		Library	600 West 3 rd Street	903-794-2149
213	Library: Texas Notary	\$1.00	\$2.00	Per Service		Library	600 West 3 rd Street	903-794-2149
214	Library: Fax Service Receiving	\$0.25	\$0.25	Per Page		Library	600 West 3 rd Street	903-794-2149
215	Library: Fax Service Sending (local)	\$0.25	\$0.25	Per Page		Library	600 West 3 rd Street	903-794-2149
216	Library: Fax Service Sending (long distance)	\$1.00	\$1.00	Per Page		Library	600 West 3 rd Street	903-794-2149
217	Library: Fax Service Sending (International)	\$5.00	\$5.00	Per Page		Library	600 West 3 rd Street	903-794-2149
218	Library: Lamination	\$1-\$5	\$1-\$5	Per Service	Inquire at Circulation Desk	Library	600 West 3 rd Street	903-794-2149
219	Library: David Nelson Meeting Room Rental	\$75.00	\$75.00	Per Rental	Non-Profit Organizations Exempt	Library	600 West 3 rd Street	903-794-2149
220	Municipal Court Technology Fees	\$4.00	\$4.00	Per Case		Municipal Court	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3008
221	Municipal Court Building Security Fees	\$3.00	\$3.00	Per Case		Municipal Court	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3008
222	Municipal Court Warrant Fee	\$50.00	\$50.00	Per Warrant		Municipal Court	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3008

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
223	Park Pavilion Rental (Half Day)	\$20.00	\$20.00	Per Rental	8:00 AM - 2:45 PM or 3:00 PM to 10:00 PM	Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
224	Park Pavilion Rental (All Day)	\$25.00	\$25.00	Per Rental		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
225	Wallace Ball Fields Practice Slot Rentals	\$20.00	\$20.00	Per 1.5 Hours		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
226	Wallace Ball Fields Rental - Tournaments 1 Field	\$100.00	\$100.00	Per Tournament		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
227	Wallace Ball Fields Rental - Tournaments 2 Fields	\$200.00	\$200.00	Per Tournament		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
228	Wallace Ball Fields Rental - Tournaments 3 Fields	\$300.00	\$300.00	Per Tournament		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
229	Wallace Ball Fields Rental - Tournaments 4-5 Fields	\$400.00	\$400.00	Per Tournament		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
230	Collins Senior Center Activity Room	\$75.00	\$75.00	Per Event		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
231	Collins Senior Center Meeting Room	\$25.00	\$25.00	Each Rental		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
232	Splash Pad Rental	\$150.00	\$150.00	Each Rental/ 2 Hours		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
233	Swanger Complex Usage Fee	\$0.00	\$250.00	Per Day		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
234	Swanger Complex Field Rental	\$0.00	\$150.00	Per Field/Per Day		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
235	Swanger Complex Trash Service	\$0.00	\$250.00	Per Day (Optional)	Vendor will have the option to supply their own personnel for trash service.	Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
236	Swanger Complex Cleaning Dugouts/Facilities	\$0.00	\$300.00	Per Occurrence	This fee is established in case City has to clean turf of trash, sunflower seeds, gum, etc.	Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
237	Swanger Complex Practice Slot Rental	\$0.00	\$50.00	Per 1.5 Hours		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
238	Southwest Center Multipurpose Room (GYM) Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
239	Southwest Center Multipurpose Room (GYM) Rental	\$150.00	\$150.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
240	Southwest Center Multipurpose Room (GYM) Rental	\$300.00	\$300.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
241	Southwest Center ABC Room Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
242	Southwest Center ABC Room Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
243	Southwest Center ABC Room Rental	\$100.00	\$100.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
244	Southwest Center Game/Activity Room Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
245	Southwest Center Game/Activity Room Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
246	Southwest Center Game/Activity Room Rental	\$75.00	\$75.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
247	Southwest Center Room A Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
248	Southwest Center Room A Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
249	Southwest Center Room A Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
250	Southwest Center Room B Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
251	Southwest Center Room B Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
252	Southwest Center Room B Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
253	Southwest Center Room C Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
254	Southwest Center Room C Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
255	Southwest Center Room C Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
256	Southwest Center Room D Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
257	Southwest Center Room D Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
258	Southwest Center Room D Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
259	Application for Zoning Change (Base Fee) (Base + Variable)	\$250.00	\$250.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
260	Application for Specific Use Permit (Base Fee) (Base + Variable)	\$250.00	\$250.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
261	Application for Site Plan approval (Base Fee) (Base + Variable)	\$250.00	\$250.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
262	Application for Site Plan Amendments (Base Fee) (Base + Variable)	\$250.00	\$250.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
263	Specific Use Permit Renewal (Base Fee) (Base + Variable)	\$100.00	\$100.00	Per Permit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
264	Application fee for Amendment to Zoning Ordinance	\$250.00	\$250.00	Per Amendment		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
265	Variances Requests (ZBA)(Base Fee) (Base + Variable)	\$150.00	\$150.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
266	Historic District Certificate of Appropriateness	\$75.00	\$75.00	Per Applicant		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
267	Subdivision Plats – preliminary (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
268	Subdivision Plats – final (Base Fee) (Base + Variable Deposit)	\$200.00	\$200.00	Per Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
269	Subdivision Plats – re-approval (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Re-approval		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
270	Subdivision Replats (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Replat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
271	Subdivision Plat - Vacated (Base Fee)	\$100.00	\$100.00	Per Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
272	Subdivision Plat – amendments (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Amendment		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
273	Subdivision Minor Plats (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Minor Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
274	Deposit for Variable Fees	\$0.00	\$0.00	Per Application	(Variable costs include the costs such as advertising, mailing notices, sign manufacturing and posting and etc...) Unused deposit will be returned to petitioner once the final decision is rendered. If variable costs exceed the deposit amount the difference is required to be paid in full prior to issuance of the permit or other required document.	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
275	Zoning Verification Document	\$25.00	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
276	Voluntary Annexation Application Fee	\$500 plus publication costs	\$500 plus publication costs	Each Application	Additional cost for publication and advertising as required by state law.	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
277	Annual Special Event Permit	\$10.00	\$10.00	Each	Application processing fee. Additional fee may be required for any additional services.	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
278	Daily Special Event Permit (20 days processing)	\$10.00	\$10.00	Each	Application processing fee. Additional fee may be required for any additional services.	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
279	Daily Special Event Permit (Expedited Processing)	\$150.00	\$150.00	Each	Five days processing after acceptance of a <u>completed</u> application: no processing will occur without payment	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
280	Daily Special Event Permit (Express Processing)	\$300.00	\$300.00	Each	Next day permit based on receipt of a <u>completed</u> application with proper insurance certificate included, received no later than 4:00 p.m., on a regular work day: no processing will occur without payment	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
281	Street Name Change Application Fee	\$750.00	\$750.00	Per request	Additional cost for new signage	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
282	Street/Alley/Public ROW Abandonment Application Fee	\$750.00	\$750.00	Per request	All associated costs including Quit claim deeds and any legal work will be applicant's responsibility	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
283	Wireless Cell communication pole/tower with network nodes to Encumber Right-of-Way	\$250.00	\$250.00	Each individual network node	Maximum fee set by Texas State Legislators 2017, annual fee does not include fees for building permits issued by the Inspections Department	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
284	Ground-level license to encumber ROW, sign only	\$10.00	\$10.00	Per Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
285	License to encumber ROW -Surface, Subsurface, Air Space, or Bldg. Encroachment	10% Fair Market Value	10% Fair Market Value	Per Square Foot	Fair market value per square foot cost is one time fee. License fee minimum is \$200.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
286	License to Encumber ROW - Ornamental Device and Downtown CBD public sidewalk	\$100.00	\$100.00	Per Request	This is a one time fee.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
287	Excavation, asphalt (streets, alleys, trails)	\$50 and cost of asphalt plus 15%	\$50 and cost of asphalt plus 15%	Per Request	Permit invalid (7) business days following issuance	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
288	Excavation, concrete (streets, alleys, sidewalks)	\$50.00	\$50.00	Per Request	Permit invalid (7) business days following issuance	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
289	Solid Waste Pickup - Residential Rate	\$30.52	\$30.52	Per Month	Includes 96 gal. Trash cart, 65 Gal. recycle cart, Yard waste pickup. 2025 - \$15.10/month for additional cart.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
290	Solid Waste Pickup - Commercial Hand PU (1 Toter)	\$37.08	\$37.08	Per Month	One pick up per week. Additional toters over four will be charged an extra \$21.38/month/toter over and above the four toter charge.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
291	Solid Waste Pickup - Commercial Hand PU (2 Toter)	\$62.31	\$62.31	Per Month	One pick up per week. Additional toters over four will be charged an extra \$21.38/month/toter over and above the four toter charge.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
292	Solid Waste Pickup - Commercial Hand PU (3 Toter)	\$87.53	\$87.53	Per Month	One pick up per week. Additional toters over four will be charged an extra \$21.38/month/toter over and above the four toter charge.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
293	Solid Waste Pickup - Commercial Hand PU (4 Toter)	\$112.76	\$112.76	Per Month	One pick up per week. Additional toters over four will be charged an extra \$21.38/month/toter over and above the four toter charge.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
294	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$140.81	\$140.81	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
295	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$211.13	\$211.13	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
296	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$246.35	\$246.35	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
297	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$218.69	\$218.69	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
298	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$316.75	\$316.75	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
299	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$387.42	\$387.42	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
300	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$91.46	\$91.46	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
301	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$168.95	\$168.95	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
302	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$253.56	\$253.56	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
303	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$295.69	\$295.69	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
304	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$338.09	\$338.09	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
305	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$380.23	\$380.23	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
306	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$451.81	\$451.81	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
307	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$109.77	\$109.77	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
308	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$197.21	\$197.21	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
309	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$295.69	\$295.69	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
310	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$345.09	\$345.09	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
311	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$394.39	\$394.39	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
312	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$443.70	\$443.70	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
313	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$542.27	\$542.27	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
314	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$128.09	\$128.09	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
315	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$256.13	\$256.13	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
316	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$386.46	\$386.46	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
317	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$447.10	\$447.10	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
318	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$512.21	\$512.21	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
319	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$577.49	\$577.49	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
320	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$703.22	\$703.22	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
321	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$169.73	\$169.73	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
322	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$287.00	\$287.00	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
323	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$382.90	\$382.90	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
324	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$497.38	\$497.38	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
325	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$719.18	\$719.18	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
326	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$784.42	\$784.42	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
327	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$906.79	\$906.79	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
328	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$186.49	\$186.49	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
329	Solid Waste Pickup - Commercial 96-Gallon Toter (RECYCLE)	\$8.17	\$8.17	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
330	Lock Bar (commercial dumpsters)	\$115.74	\$115.74	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
331	Casters (commercial dumpsters)	\$115.74	\$115.74	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
332	Snapshot Charge (overloaded commercial dumpster)	\$111.62	\$111.62	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
333	Solid Waste Pickup - Commercial 6-Yard FEL Container/Cardboard	\$79.61	\$79.61	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
334	Solid Waste Pickup - Commercial 8-Yard FEL Container/Cardboard	\$95.53	\$95.53	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
335	Lock Bar (commercial front load recycling container)	\$115.74	\$115.74	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
336	Casters (commercial front load recycling container)	\$115.74	\$115.74	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
337	Snapshot Charge (commercial front load recycling container)	\$111.62	\$111.62	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
338	Solid Waste Pickup - Commercial 2-Yard FEL Compactor	\$330.72	\$330.72	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
339	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$330.72	\$330.72	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
340	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$690.52	\$690.52	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
341	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$1,035.73	\$1,035.73	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
342	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$1,381.01	\$1,381.01	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
343	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$1,726.28	\$1,726.28	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
344	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$2,086.94	\$2,086.94	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
345	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$407.12	\$407.12	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
346	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$814.28	\$814.28	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
347	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$1,221.41	\$1,221.41	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
348	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$1,628.56	\$1,628.56	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
349	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$2,034.71	\$2,034.71	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
350	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$2,341.03	\$2,341.03	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
351	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$468.23	\$468.23	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
352	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$936.40	\$936.40	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
353	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$1,404.63	\$1,404.63	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
354	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$1,872.81	\$1,872.81	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
355	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$2,341.03	\$2,341.03	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
356	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$2,809.24	\$2,809.24	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
357	Snapshot Charge (overloaded commercial compactor)	\$111.62	\$111.62	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
358	Solid Waste Pickup 20-Yard Roll-Off (Open Top)	\$430.87	\$430.87	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - \$7.57 Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
359	Solid Waste Pickup 30-Yard Roll-Off (Open Top)	\$464.04	\$464.04	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - \$7.35 Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
360	Solid Waste Pickup 40-Yard Roll-Off (Open Top)	\$502.87	\$502.87	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - \$7.35 Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
361	Solid Waste Pickup 30-Yard Roll-Off (Compactor)	\$466.80	\$466.80	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
362	Solid Waste Pickup 33-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
363	Solid Waste Pickup 34-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
364	Solid Waste Pickup 35-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
365	Solid Waste Pickup 40-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
366	Solid Waste Pickup 42-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
367	Utility Easement Abandonment Application Fee	\$750.00	\$750.00	Per request	All associated costs including Quit claim deeds and any legal work will be applicant's responsibility	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
368	Central Records and Communications	\$10.00	\$10.00	Per Copy or 911 Recording		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
369	Police: Accident or Crash Report	\$6.00	\$6.00	Copy of Report	Front and back pages	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
370	Police: Offense Report	\$5.00	\$5.00	Copy of Report	Front page only	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
371	Police: Criminal History	\$10.00	\$10.00	Each	Must show two forms of ID	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
372	Police: Certification of any Report	\$2.00	\$2.00	Each	Added to the cost of the report	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
373	Burglar Alarm Permits – Residential	\$35.00	\$35.00	Annual Permit		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102
374	Burglar Alarm Permits – Commercial	\$75.00	\$75.00	Annual Permit		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102
375	Burglar Alarm Permits -- late renewal (30 days or less late)	\$20.00	\$20.00	Each System		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
376	Burglar Alarm Permits -- late renewal (more than 30 days late)	\$40.00	\$40.00	Each System		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102
377	False Alarm Fees	\$50.00	\$50.00	Each alarm	Per alarm after 6 alarms in any 12 month period	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102
378	Wrecker Permits	\$20.00	\$20.00	Per wrecker	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
379	Vehicle Storage Facility	\$50.00	\$50.00	Per facility	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
380	Taxi Permits	\$40.00	\$40.00	Per taxicab	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
381	Sexually Oriented Business	\$1,000.00	\$1,000.00	Per business	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
382	Youth Club/Dance Hall Permit	\$100.00	\$100.00	Per business	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
383	Police: Extraordinary Response to Problem Location	\$28.78	\$28.78	Per additional Officer	Only after Owner/Manager has been placed on legal notice.	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
384	Water Service Connection	\$15.00	\$15.00	Each	Water Service Initiation	TWU	801 Wood Street	903-798-3800
385	Water Meter Disconnect	\$15.00	\$15.00	Each	Discontinue Service	TWU	801 Wood Street	903-798-3800
386	Water Service Transfer	\$20.00	\$20.00	Each		TWU	801 Wood Street	903-798-3800
387	Late Service Charge -- Non-Payment	10%	10%	On billed amount	If not paid by Due Date	TWU	801 Wood Street	903-798-3800
388	After Hours Service Call to reinstate water service	\$50.00	\$50.00	Each		TWU	801 Wood Street	903-798-3800
389	Non Payment Service Charge	\$35.00	\$35.00	Each	If not paid by Disconnect Due Date	TWU	801 Wood Street	903-798-3800
390	Water meter reread initiated by Customer	\$15.00	\$15.00	Each	No charge if initiated by TWU	TWU	801 Wood Street	903-798-3800
391	Water meter testing initiated by Customer	\$50.00	\$50.00	Each	Meters two inches & smaller	TWU	801 Wood Street	903-798-3800
392	Water meter testing, for 2" line or greater, initiated by Customer (Cost plus %)	10%	10%	Each	Meters larger than two inches	TWU	801 Wood Street	903-798-3800
393	Flow Test Fee		\$60.00		Required for vacant properties over 5 years			
394	Water meter Tampering	\$50.00	\$100.00	Each	Plus any associated damage costs	TWU	801 Wood Street	903-798-3800
395	Unauthorized Water Connection Inserted	\$100.00	\$200.00	Each	Plus any associated damage costs	TWU	801 Wood Street	903-798-3800
396	Water meter Fees -- 5/8" meter	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
397	Water meter Fees -- 1" meter	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
398	Water meter Fees -- 1 1/2" meter	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
399	Water: Single Register 2" (irrigation)	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
400	Inspection/Tapping Fee for Water Main	\$75.00	\$100.00	Each		TWU	801 Wood Street	903-798-3800
401	Bacteriological testing of water samples	\$30.00	\$30.00	Each		TWU	801 Wood Street	903-798-3800
402	Late fee for submission of Bacteriological testing samples after 12:00 noon daily cut-off	\$20.00	\$20.00	Each		TWU	2700 New Boston Rd	903-798-3850
403	Inspection/Tapping Fee for Sewer Main	\$75.00	\$100.00	Each		TWU	801 Wood Street	903-798-3800
404	Sanitary Sewer Availability Fee *	\$25.00	\$25.00	Monthly	Non-Connection when Sewer Connection is available to the property	TWU	801 Wood Street	903-798-3800
405	Sewer Surcharge -- Excessive Strength Wastes	\$0.10	\$0.10	TSS per pound		TWU	801 Wood Street	903-798-3800
406	Sewer Surcharge -- Excessive Strength Wastes	\$0.25	\$0.25	BOD per pound		TWU	801 Wood Street	903-798-3800
407	Industrial Wastewater Discharge Permit	\$300.00	\$300.00		Significant Discharger	TWU	801 Wood Street	903-798-3800
408	Industrial Wastewater Discharge Permit	\$200.00	\$200.00		Minor Discharger	TWU	801 Wood Street	903-798-3800
409	Industrial Wastewater Discharge Permit	\$50.00	\$50.00		Commercial Discharger	TWU	801 Wood Street	903-798-3800
410	Industrial Wastewater Discharge Permit	\$50.00	\$50.00		Intermittent Discharger	TWU	801 Wood Street	903-798-3800
411	Industrial Wastewater Discharge Permit	\$100.00	\$100.00		Transported Discharger	TWU	801 Wood Street	903-798-3800
412	Industrial Wastewater Discharge Permit	\$50.00	\$50.00		Non-Discharge	TWU	801 Wood Street	903-798-3800
413	Temporary Wastewater Discharge Permit	\$50.00	\$50.00			TWU	801 Wood Street	903-798-3800
414	Metered Discharge Treatment	\$0.05	\$0.05	Per Gallon		TWU	801 Wood Street	903-798-3800
415	Liquid Waste Transport Permit	\$60.00	\$60.00			TWU	801 Wood Street	903-798-3800
416	Liquid Waste Transport Permit Late Fee	\$25.00	\$25.00	Each Permit		TWU	3616 South State Line Ave	903-798-3870

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
417	Septic Waste Dumping	\$50.00	\$50.00	Per 1,000 Gallons	Per Volume of Tank	TWU	801 Wood Street	903-798-3800
418	Delivery of Non-Domestic Waste to POTW Treatment Plant	\$0.10	\$0.10	Per Gallon		TWU	801 Wood Street	903-798-3800
419	Septic Waste Manifest Books	Cost plus 15%	Cost plus 15%	Each		TWU	801 Wood Street	903-798-3800
420	Liquid Waste Transporter Manifest Late Fee	\$25.00	\$25.00	Each Occurrence		TWU	3616 South State Line Ave	903-798-3870
421	Non-Residential Backflow Prevention Assembly Device	\$50.00	\$50.00	Per Year		TWU	312 W4th Street	903-798-3870
422	Backflow Testing Fee	\$150.00	\$150.00	Each		TWU	312 W4th Street	903-798-3870
423	Backflow Tester Registration Fee	\$25.00	\$25.00	Per Tester	Annual Fee	TWU	312 W4th Street	903-798-3870
424	Fire Hydrant Flow Testing	\$100.00	\$125.00	Per Test		TWU	312 W4th Street	903-798-3829
425	Smoke Testing Sewer Mains	\$100.00	\$100.00	Per Test	(2 Person Crew, 2 hours)	TWU	3616 South State Line Ave	903-798-3870
426	CCTV Sewer Mains	\$250.00	\$250.00	Each	(3 Person Crew, 3 hours)	TWU	801 Wood Street	903-798-3829
427	Commercial Customer Service Inspection	\$15.00	\$15.00	Each		TWU	312 W4th Street	903-798-3870
428	Environmental Services Enforcement Fee	Cost plus 10%	Cost plus 10%	Per Action		TWU	312 W4th Street	903-798-3870
429	Backflow Assembly Text Booklet	Cost plus 15%	Cost plus 15%	Each		TWU	312 W4th Street	903-798-3870
430	Water Infrastructure Fee - Residential ICL	\$1.50	\$1.50	Monthly		TWU	801 Wood Street	903-798-3800
431	Waste Water Infrastructure Fee - Residential ICL	\$1.50	\$1.50	Monthly		TWU	801 Wood Street	903-798-3800
432	Water Infrastructure Fee - Commercial ICL	\$3.75	\$3.75	Monthly		TWU	801 Wood Street	903-798-3800
433	Waste Water Infrastructure Fee - Commercial ICL	\$3.75	\$3.75	Monthly		TWU	801 Wood Street	903-798-3800
434	Water Infrastructure Fee - Residential OCL	\$2.25	\$2.25	Monthly		TWU	801 Wood Street	903-798-3800
435	Waste Water Infrastructure Fee - Residential OCL	\$2.25	\$2.25	Monthly		TWU	801 Wood Street	903-798-3800
436	Water Infrastructure Fee - Commercial OCL	\$5.63	\$5.63	Monthly		TWU	801 Wood Street	903-798-3800
437	Waste Water Infrastructure Fee - Commercial OCL	\$5.63	\$5.63	Monthly		TWU	801 Wood Street	903-798-3800
438	TX Regional Water Plant Fee	\$3.50	\$3.50	Per 1,000 Gallons	All metered usage over zero	TWU	801 Wood Street	903-798-3800
439	Sales: Screened Compost	\$20.00	\$20.00	Per Cubic Yard		TWU	4000 South State Line Ave	903-798-3860
440	Sales: Screened Compost	\$4.00	\$4.00	Per bag (1-Cubic Foot)		TWU	4000 South State Line Ave	903-798-3860
441	Sales: Unscreened Compost	\$10.00	\$10.00	Per Cubic Yard		TWU	4000 South State Line Ave	903-798-3860
442	Sales: Wood Chips	\$16.00	\$16.00	Per Cubic Yard		TWU	4000 South State Line Ave	903-798-3860
443	Sales: Wood Chips	\$2.00	\$2.00	Per Bag (2-Cubic Foot)		TWU	4000 South State Line Ave	903-798-3860
444	Sales: Leaf Mulch	\$20.00	\$20.00	Per Cubic Yard		TWU	4000 South State Line Ave	903-798-3860
	Residential Water Service Charge (Monthly)			Per Meter		TWU	801 Wood Street	903-798-3800
445	Residential Water Service Charge 1 (Monthly)	\$10.00	\$10.50	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
446	Residential Water Service Charge 2 (Monthly)	\$10.00	\$10.50	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
447	Residential Water Service Charge 3 (Monthly)	\$11.34	\$12.61	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
448	Residential Water Service Charge 4 (Monthly)	\$14.66	\$17.84	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
449	Residential Water Service Charge 5 (Monthly)	\$18.66	\$24.14	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
450	Residential Water Service Charge 6 (Monthly)	\$28.00	\$38.85	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
451	Residential Water Service Charge 7 (Monthly)	\$41.34	\$59.86	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
452	Residential Water Service Charge 8 (Monthly)	\$74.66	\$112.34	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
453	Residential Water Service Charge 9 (Monthly)	\$114.66	\$175.34	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
454	Residential Water Volume Rate Tier 1	\$2.15	\$2.45	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
455	Residential Water Volume Rate Tier 2	\$2.55	\$2.96	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
456	Residential Water Volume Rate Tier 3	\$3.76	\$4.14	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
457	Residential Water Volume Rate Tier 4	\$4.48	\$5.02	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
458	Residential Water Volume Rate Tier 5	\$5.11	\$5.90	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
	Residential Irrigation Service Charge (Monthly)			Per Meter		TWU	801 Wood Street	903-798-3800
459	Residential Irrigation Service Charge 1(Monthly)	\$10.00	\$10.50	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
460	Residential Irrigation Service Charge 2(Monthly)	\$10.00	\$10.50	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
461	Residential Irrigation Service Charge 3(Monthly)	\$11.34	\$12.61	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
462	Residential Irrigation Service Charge 4(Monthly)	\$14.66	\$17.84	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
463	Residential Irrigation Service Charge 5(Monthly)	\$18.66	\$24.14	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
464	Residential Irrigation Service Charge 6(Monthly)	\$28.00	\$38.85	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
465	Residential Irrigation Service Charge 7(Monthly)	\$41.34	\$59.86	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
466	Residential Irrigation Service Charge 8(Monthly)	\$74.66	\$112.34	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
467	Residential Irrigation Service Charge 9(Monthly)	\$114.66	\$175.34	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
468	Residential Irrigation Volume Rate Tier 1	\$2.42	\$2.73	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
469	Residential Irrigation Volume Rate Tier 2	\$2.81	\$3.20	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
470	Residential Irrigation Volume Rate Tier 3	\$4.36	\$4.84	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
471	Residential Irrigation Volume Rate Tier 4	\$5.12	\$5.73	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
472	Residential Irrigation Volume Rate Tier 5	\$5.65	\$6.43	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
473	Commercial Water Service Charge 1 (Monthly)	\$11.50	\$12.00	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
474	Commercial Water Service Charge 2 (Monthly)	\$11.50	\$12.00	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
475	Commercial Water Service Charge 3 (Monthly)	\$14.36	\$15.62	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
476	Commercial Water Service Charge 4 (Monthly)	\$19.49	\$22.79	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
477	Commercial Water Service Charge 5 (Monthly)	\$25.38	\$31.17	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
478	Commercial Water Service Charge 6 (Monthly)	\$49.27	\$59.99	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
479	Commercial Water Service Charge 7 (Monthly)	\$77.75	\$95.99	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
480	Commercial Water Service Charge 8 (Monthly)	\$142.34	\$179.96	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
481	Commercial Water Service Charge 9 (Monthly)	\$188.34	\$251.96	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
482	Commercial Water Volume Rate Tier 1	\$3.99	\$4.55	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
483	Commercial Water Volume Rate Tier 2	\$4.47	\$5.21	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
484	Commercial Water Volume Rate Tier 3	\$5.01	\$5.97	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
485	Commercial Water Volume Rate Tier 4	\$5.61	\$6.83	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
486	Commercial Water Volume Rate Tier 5	\$6.28	\$7.82	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
487	Industrial Water Rates and Service Charges	\$0.00	\$0.00	Annual	Negotiated Water Budgets	TWU	801 Wood Street	903-798-3800
488	Commercial Irrigation Service Charge (Monthly)			Per Meter		TWU	801 Wood Street	903-798-3800
489	Commercial Irrigation Service Charge 1(Monthly)	\$11.50	\$12.00	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
490	Commercial Irrigation Service Charge 2(Monthly)	\$11.50	\$12.00	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
491	Commercial Irrigation Service Charge 3(Monthly)	\$14.36	\$15.62	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
492	Commercial Irrigation Service Charge 4(Monthly)	\$19.49	\$22.79	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
493	Commercial Irrigation Service Charge 5(Monthly)	\$25.38	\$31.17	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
494	Commercial Irrigation Service Charge 6(Monthly)	\$49.27	\$59.99	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
495	Commercial Irrigation Service Charge 7(Monthly)	\$77.75	\$95.99	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
496	Commercial Irrigation Service Charge 8(Monthly)	\$142.34	\$179.96	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
497	Commercial Irrigation Service Charge 9(Monthly)	\$188.34	\$251.96	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
498	Commercial Irrigation Volume Rate Tier 1	\$3.34	\$3.34	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
499	Commercial Irrigation Volume Rate Tier 2	\$3.60	\$3.74	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
500	Commercial Irrigation Volume Rate Tier 3	\$4.36	\$4.84	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
501	Commercial Irrigation Volume Rate Tier 4	\$5.12	\$5.73	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
502	Commercial Irrigation Volume Rate Tier 5	\$5.65	\$6.43	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
503	Residential Water Service Charge (Monthly) [outside city limits]			Per Meter		TWU	801 Wood Street	903-798-3800
504	Residential Water Service Charge 1 (Monthly)	\$15.00	\$15.75	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
505	Residential Water Service Charge 2 (Monthly)	\$15.00	\$15.75	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
506	Residential Water Service Charge 3 (Monthly)	\$17.01	\$18.92	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
507	Residential Water Service Charge 4 (Monthly)	\$21.99	\$26.76	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
508	Residential Water Service Charge 5 (Monthly)	\$27.99	\$36.21	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
509	Residential Water Service Charge 6 (Monthly)	\$42.00	\$58.28	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
510	Residential Water Service Charge 7 (Monthly)	\$62.01	\$89.79	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
511	Residential Water Service Charge 8 (Monthly)	\$111.99	\$168.51	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
512	Residential Water Service Charge 9 (Monthly)	\$171.99	\$263.01	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
513	Residential Water Volume Rate Tier 1 [outside city limits]	\$3.23	\$3.68	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
514	Residential Water Volume Rate Tier 2 [outside city limits]	\$3.82	\$4.44	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
515	Residential Water Volume Rate Tier 3 [outside city limits]	\$5.64	\$6.21	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
516	Residential Water Volume Rate Tier 4 [outside city limits]	\$6.72	\$7.53	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
517	Residential Water Volume Rate Tier 5 [outside city limits]	\$7.66	\$8.85	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
518	Residential Irrigation Service Charge(Monthly)(outside city limits)			Per Meter		TWU	801 Wood Street	903-798-3800
519	Residential Irrigation Service Charge 1 (Monthly)	\$15.00	\$15.75	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
520	Residential Irrigation Service Charge 2(Monthly)	\$15.00	\$15.75	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
521	Residential Irrigation Service Charge 3 (Monthly)	\$17.01	\$18.92	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
522	Residential Irrigation Service Charge 4 (Monthly)	\$21.99	\$26.76	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
523	Residential Irrigation Service Charge 5 (Monthly)	\$27.99	\$36.21	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
524	Residential Irrigation Service Charge 6(Monthly)	\$42.00	\$58.28	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
525	Residential Irrigation Service Charge 7(Monthly)	\$62.01	\$89.79	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
526	Residential Irrigation Service Charge 8(Monthly)	\$111.99	\$168.51	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
527	Residential Irrigation Service Charge 9 (Monthly)	\$171.99	\$263.01	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
528	Residential Irrigation Volume Rate Tier1(outside city)	\$3.63	\$4.10	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
529	Residential Irrigation Volume Rate Tier2(outside city)	\$4.22	\$4.80	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
530	Residential Irrigation Volume Rate Tier3(outside city)	\$6.54	\$7.26	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
528	Residential Irrigation Volume Rate Tier4(outside city)	\$7.68	\$8.60	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
529	Residential Irrigation Volume Rate Tier5(outside city)	\$8.48	\$9.65	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
530	Commercial Water Service Charge 1 (Monthly) [outside city limits]	\$17.25	\$18.00	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
531	Commercial Water Service Charge 2 (Monthly) [outside city limits]	\$17.25	\$18.00	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
532	Commercial Water Service Charge 3 (Monthly) [outside city limits]	\$21.54	\$23.43	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
533	Commercial Water Service Charge 4 (Monthly) [outside city limits]	\$29.23	\$34.19	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
534	Commercial Water Service Charge 5 (Monthly) [outside city limits]	\$38.08	\$46.76	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
535	Commercial Water Service Charge 6 (Monthly) [outside city limits]	\$73.91	\$89.99	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
536	Commercial Water Service Charge 7 (Monthly) [outside city limits]	\$116.62	\$143.99	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
537	Commercial Water Service Charge 8 (Monthly) [outside city limits]	\$213.51	\$269.94	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
538	Commercial Water Service Charge 9 (Monthly) [outside city limits]	\$282.51	\$377.94	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
539	Commercial Water Volume Rate Tier 1 [outside city limits]	\$5.98	\$6.83	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
540	Commercial Water Volume Rate Tier 2 [outside city limits]	\$6.70	\$7.82	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
541	Commercial Water Volume Rate Tier 3 [outside city limits]	\$7.51	\$8.96	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
542	Commercial Water Volume Rate Tier 4 [outside city limits]	\$8.41	\$10.25	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
543	Commercial Water Volume Rate Tier 5 [outside city limits]	\$9.42	\$11.73	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
544	Commercial Irrigation Service Charge 1 (Monthly) [outside city limits]	\$17.25	\$18.00	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
545	Commercial Irrigation Service Charge 2 (Monthly) [outside city limits]	\$11.25	\$18.00	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
546	Commercial Irrigation Service Charge 3 (Monthly) [outside city limits]	\$21.54	\$23.43	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
547	Commercial Irrigation Service Charge 4(Monthly) [outside city limits]	\$29.24	\$34.19	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
548	Commercial Irrigation Service Charge 5(Monthly) [outside city limits]	\$38.07	\$46.76	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
549	Commercial Irrigation Service Charge 6 (Monthly) [outside city limits]	\$73.91	\$89.99	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
550	Commercial Irrigation Service Charge 7(Monthly) [outside city limits]	\$116.63	\$143.99	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
551	Commercial Irrigation Service Charge 8 (Monthly) [outside city limits]	\$213.51	\$269.94	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
552	Commercial Irrigation Service Charge 9(Monthly) [outside city limits]	\$282.51	\$377.94	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
553	Commercial Irrigation Volume Rate Tier 1 [outside city limits]	\$5.01	\$5.01	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
554	Commercial Irrigation Volume Rate Tier 2 [outside city limits]	\$5.40	\$5.61	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
555	Commercial Irrigation Volume Rate Tier 3 [outside city limits]	\$6.54	\$7.26	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
556	Commercial Irrigation Volume Rate Tier 4[outside city limits]	\$7.68	\$8.60	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
557	Commercial Irrigation Volume Rate Tier 5[outside city limits]	\$8.48	\$9.65	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
558	Residential Sewer Minimum Charge (Monthly)	\$12.50	\$13.00	Per Meter	Zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
559	Residential Sewer Volume Rate	\$4.50	\$4.80	Per 1,000 Gallons	Over 2,000 to 15,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
560	Residential Unmetered Sewer (Monthly) (from water supplied by sources other than TWU)	\$27.47	\$41.80	Per Sewer Connection	Flat Fee Rate Study	TWU	801 Wood Street	903-798-3800
561	Commercial Sewer Minimum Charge (Monthly)	\$12.50	\$13.00	Per Meter	Zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
562	Commercial Sewer Volume Rate	\$5.26	\$5.61	Per 1,000 Gallons	Over 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
563	Residential Sewer Minimum Charge (Monthly) [outside city limits]	\$18.75	\$19.50	Per Meter	Zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
564	Residential Sewer Volume Rate [outside city limits]	\$6.75	\$7.20	Per 1,000 Gallons	Over 2,000 to 15,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
565	Residential Unmetered Sewer Charge (Monthly) (from water supplied by sources other than TWU) [outside city limits]	\$41.20	\$62.70	Per Sewer Connection	Flat Fee Rate Study	TWU	801 Wood Street	903-798-3800
566	Commercial Sewer Minimum Charge (Monthly) [outside city limits]	\$18.75	\$19.50	Per Meter	Zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
567	Commercial Sewer Volume Rate [outside city limits]	\$7.90	\$8.42	Per 1,000 Gallons	Over 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
568	CPI adjustment to water and sewer rates to include all minimum charges, volume charges, unmetered sewer rates and wholesale rates	4.00%	4.00%		CPI adjustment to all rates effective on first day of January each year per Ord. 290-01 and Code of Ordinances 29-27.2	TWU	801 Wood Street	903-798-3800
569	Emergency Sample Test Fee	\$150.00	\$150.00		After Hours Fee \$150 plus \$30 per sample	TWU	2700 New Boston Rd	903-798-3850
570	Minimum deposit to open water account for new customers or have had no more than 3 late payments	\$100.00	\$100.00	Per account	Flat Fee	TWU	801 Wood Street	903-798-3800
571	Maximum deposit to open water account for previous customers that have tampered/theft, poor pay history or owe a balance on an account	\$200.00	\$200.00	Per account	Flat Fee	TWU	801 Wood Street	903-798-3800
572	Deposit to open commercial water account	6 mo. Avg doubled and rounded up	6 mo. Avg doubled and rounded up	Per account	Flat Fee	TWU	801 Wood Street	903-798-3800
573	Contractor Backflow Test Fee	\$50.00	\$50.00	Each	Flat Fee	TWU	312 W4th Street	903-798-3870
574	IPP Eff Limitation Violation	\$25.00	\$25.00	Per Day	Flat Fee	TWU	312 W4th Street	903-798-3870

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
1	Extraordinary Event Cost Recovery Fee	\$0.00			An invoice may be sent by the City to any individual, organization or entity to recapture the cost of staff time, materials and supplies, and other costs related to an event, item or activity which is not considered a service provided to the general population in the normal and ordinary course of the City's operation.	All Departments and Offices		
2	Returned Checks	\$30.00	\$30.00	Each check	NSF –Non-Sufficient Funds	All Departments and Offices		
3	Coin Operated Machine Permit	\$15.00	\$15.00	Per Coin Operated Machine	Maximum \$250.00 (17+ machines)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
4	Public Amusement Permit	\$100.00	\$100.00	Each	Permit is only valid for three (3) consecutive days	Administration	City Hall - Municipal Building - 220 Texas Boulevard	903.-798-3900
5	Public Amusement Permit - Annual	\$500.00	\$500.00	Each	Permit is valid for one year	Administration	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3900
6	Transient Dealer Precious Metal Permit	\$300.00	\$300.00	Each	For 30 Days, averaging \$10 per day	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
7	Alcoholic Bev: (Malt Beverage) Retail Dealer's Off-Premise License (BF)	\$60.00	\$60.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
8	Alcoholic Bev: Wine and Malt Beverage Retailer's Off-Premise Permit (BQ)	\$60.00	\$60.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
9	Alcoholic Bev: (Malt Beverage) Retail Dealer's On-Premise License (BE)	\$150.00	\$150.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
10	Alcoholic Bev: Wine and Malt Beverage Retailer's Permit (BG)	\$175.00	\$175.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
11	Alcoholic Bev: Brewpub License (BP)	\$500.00	\$500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
12	Alcoholic Bev: Package Store Permit (P)	\$500.00	\$500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
13	Alcoholic Bev: Wine-Only Package Store Permit (Q)	\$75.00	\$75.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
14	Alcoholic Bev: General Class B Wholesaler's Permit (X)	\$300.00	\$300.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
15	Alcoholic Bev: Winery Permit (G)	\$75.00	\$75.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
16	Alcoholic Bev: Local Distributor's Permit (LP)	\$100.00	\$100.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
17	Alcoholic Bev: Branch Distributor's License (BC)	\$75.00	\$75.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
18	Alcoholic Bev: Wholesaler's Permit (W)	\$1,875.00	\$1,875.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
19	Alcoholic Bev: General Distributor's License (BB)	\$300.00	\$300.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
20	Alcoholic Bev: Mixed Beverage Permit w/ FB (MB) - 2nd Renewal	\$1,500.00	\$1,500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
21	Alcoholic Bev: Mixed Beverage Permit w/ FB (MB) - 3rd and Subsequent Renewals	\$750.00	\$750.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
22	Alcoholic Bev: Brewer's License (BW)	\$1,500.00	\$1,500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
23	Alcoholic Bev: Distiller's and Rectifier's Permit (D)	\$1,500.00	\$1,500.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
24	Alcoholic Bev: Nonresident Seller's Permit (S)	\$150.00	\$150.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
25	Alcoholic Bev: Bonded Warehouse Permit (J/JD)	\$150.00	\$150.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
26	Alcoholic Bev: Manufacturer's Agent's Warehousing Permit (AW)	\$750.00	\$750.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
27	Alcoholic Bev: Promotional Permit (PR)	\$300.00	\$300.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
28	Alcoholic Bev: Brewer's Self-Distribution License (SD)	\$600.00	\$600.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
29	Alcoholic Bev: Water Park Permit (WP)	\$30.00	\$30.00	Each	Bi-Annual Permit at same time as state permit application/renewal	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
30	Motor Vehicle Junk Yard or Business Permit	\$50.00	\$50.00	Each	Annual Note: \$1.00 Fee to Replace Lost Permit	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
31	Open Records Information	\$0.00	\$0.00		Note: Charges for public information will be as defined in Title 1, Part 3, Chapter 70 of the Texas Administrative Code. When applicable, labor cost will be added to open records requests and will be billed at \$15/hour plus a 20% overhead charge.	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
32	Airport Operations, Maintenance and Improvement Fee - Residential 1 *	\$0.00	\$0.00	Monthly	Collected via Utility Statement when water use less than 6,000 gallons (Residential)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
33	Airport Operations, Maintenance and Improvement Fee - Residential 2 *	\$0.00	\$0.00	Monthly	Collected via Utility Statement when water use exceeds 6,000 gallons (Residential)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
34	Airport Operations, Maintenance and Improvement Fee - Commercial 1 *	\$0.00	\$0.00	Monthly	Collected via Utility Statement when water use is less than 4,000 gallons (Commercial)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
35	Airport Operations, Maintenance and Improvement Fee - Commercial 2 *	\$0.00	\$0.00	Monthly	Collected via Utility Statement when water use exceeds 4,000 gallons (Commercial)	Administration	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3900
36	Dog & Cat Registration (Unaltered) *	\$40.00	\$40.00	Per Pet	Per Year	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
37	Dog & Cat Breeding Fee (Unaltered)	\$50.00	\$50.00	Per Pet	Per Year - Waved if proof of alteration & rabies vaccination shown	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
38	Dog & Cat Registration (Altered) *	\$10.00	\$10.00	Per Pet	Per Year - Must show proof of alteration and rabies vaccination.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
39	Dog & Cat Late Registration or Fail to Register *	\$0.00	\$0.00	Per Pet	Per Year	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
40	Dog & Cat Registration 3-Year (Altered)	\$20.00	\$20.00	Per Pet	Every 3 years - Must show proof of alteration and rabies vaccination.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
41	Dog & Cat Registration - Replacement Tag *	\$0.00	\$0.00	Per Pet		Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3535
42	Dangerous Dog Registration	\$150.00	\$250.00	Per Pet Per Year		Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
43	Reclaim City-Registered Impounded Animal	\$50.00	\$50.00	Per Pet	For 1st 3 days	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
44	Boarding Impounded Animal	\$15.00	\$20.00	Per Pet Per Day	For Day 4 On.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
45	Reclaim Impounded Animal	\$100.00	\$100.00	Per Pet	Includes rabies shot, vaccinations, City Registration, and spaying/neutering of animal.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
46	Rabies Quarantine	\$205.00	\$250.00	Per Pet	To Be Done at Vet's Office Or Approved Place	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
47	Owner Surrenders	\$75.00	\$75.00	Per Pet		Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
48	Animal Adoption Fee	\$75.00	\$50.00	Per Pet	Includes rabies shot, vaccinations, City Registration, & spaying/neutering of animal.	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
49	Miscellaneous Fee	\$0.00	\$0.00	Per Pet	In Increments of \$15 (Not Used)	Animal Services	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
50	Birth Certificates	\$23.00	\$23.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
51	Death Certificates	\$21.00	\$21.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
52	Death Certificates (additional copies)	\$4.00	\$4.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
53	Abstract Poly Envelope	\$2.00	\$2.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
54	Long Poly Envelope	\$3.00	\$3.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
55	Mail Request: Shipping & Handling Fee	\$2.00	\$2.00	Each		Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
56	Credit/debit card payment	\$2.50	\$2.50	Each Transaction	In Addition to certificate fees	Vital Statistics Office	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
57	Garage Sale Permit	\$5.00	\$5.00	Each	3-day/max 2 per year	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
58	Estate Sale Permit	\$20.00	\$20.00	Each	3-days/Max 2 per year	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3905
	Itinerate Vendor Permit	\$100.00	\$100.00	Each	\$10.00 each additional permit for same sales group- 1 year permit	Vital Statistics Office	City Hall—Municipal Building— 220 Texas Boulevard	903-798-3905
59	Incident Report Copies	\$0.00	\$0.00	Per Report	Fire Department calls only	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
60	Fire Inspection Service: Nursing Home	\$150.00	\$150.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
61	Fire Inspection Service: Day Care	\$75.00	\$75.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
62	Fire Inspection Service: Group Home	\$75.00	\$75.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
63	Fire Inspection Service: Hospital	\$350.00	\$350.00	Annual Fee	Includes two inspections performed semi-annually	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
64	Fire Inspection Service: Hotel/Motel - Base	\$35.00	\$35.00	Annual Fee	Includes two inspections, performed semi-annually, \$35 base fee plus \$5 per room inspected	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
65	Fire Inspection Service: Hotel/Motel - Per Room	\$5.00	\$5.00	Annual Fee	Includes two inspections, performed semi-annually, \$35 base fee plus \$5 per room inspected	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
66	Fire Inspection Service: First Re-Inspection	\$0.00	\$0.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
67	Fire Inspection Service: 2nd and subsequent re-inspections.	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
68	Fire Inspection Service: After Hours Inspection (Minimum 2 hr.)	\$75.00	\$75.00	Per hour		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
69	Fire Inspection Service: Commercial OCL	\$0.00	\$75.00	Per hour		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
70	Water Fill / Truck Only	\$25.00	\$25.00	Per Order		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
71	Fire Inspection Service: Home Safety Inspection	No Charge	No Charge			Fire Department	Fire Administration - 919 Elm Street	903-798-3994
72	Fire Inspection Service: Foster Home Inspection	No Charge	No Charge			Fire Department	Fire Administration - 919 Elm Street	903-798-3994
73	Permit: Fire Alarm Commercial Installation	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
74	False Alarm Fee - Commercial: 4-6 Alarms	\$0.00	\$0.00	Each Alarm	Per 12-month period	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
75	False Alarm Fee - Commercial: 7 and more	\$0.00	\$0.00	Each Alarm	Per 12-month period	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
76	False Alarm Fee - Residential: 4-6 Alarms	\$0.00	\$0.00	Each Alarm	Per 12-month period	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
77	False Alarm Fee - Residential: 7 and more	\$0.00	\$0.00	Each Alarm	Per 12-month period	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
78	Permit: Fixed Fire Extinguishing System	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
79	Permit: Sprinkler/Standpipe	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
80	Permit: Installation/Removal of UST's	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
81	Permit: Open Burning (not recreational)	\$1,000.00	\$1,000.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
82	Permit: Recreational Burning	\$50.00	\$50.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
83	Permit: Fireworks	\$100.00	\$100.00	Each		Fire Department	Fire Administration - 919 Elm Street	903-798-3994
84	Response: Hazardous Materials	\$1.10	\$1.10	Replacement	Current Replacement cost of materials used	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
85	Response: Technical Rescue	\$1.10	\$1.10	Replacement	Current Replacement cost of materials used	Fire Department	Fire Administration - 919 Elm Street	903-798-3994
86	Inspection Service: Pool (each body of water)	\$125 min. / \$0.25	\$125 min. / \$0.25	Per Square Foot / Annually	Maximum \$250.00	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
87	Inspection Service: Pool Late Fee (each body of water)	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
88	Inspection Service: Pool 1st Re-inspection (each body of water)	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
89	Inspection Service: Pool Subsequent Re-inspections (each body of water/each additional inspection - incremental increase in fee)	\$125.00	\$125.00	Each	Increasing in \$100.00 increments for each additional re-inspection	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
90	Inspection Service: Pool Complaint (each body of water)	\$75.00	\$75.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
91	Inspection Service: Pool Reinstatement (each body of water)	\$125.00	\$125.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
92	Health Service Inspection: Food Service w/1-5 employees	\$275 min./ \$0.05	\$275 min./ \$0.05	Per Square Foot / Annually		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
93	Health Service Inspection: Food Service w/6-10 employees	\$0.00	\$0.00	Annual Fee		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
94	Health Service Inspection: Food Service w/11 or more employees	\$0.00	\$0.00	Annual Fee		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
95	Health Service Inspection: Food Service each Public & Private School	\$275.00	\$275.00	Annual Fee		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
96	Health Service Inspection: Food Service for each Non-Profit	\$75.00	\$75.00	Annual Fee	Complaint Inspection, reinstatement & re-inspection fees apply	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
97	Health Service Inspection: Day Care	\$150 min. / \$0.05	\$150 min. / \$0.05	Per Square Foot/ Annually	Per Day Care	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
98	Health Service Inspection: Temporary Event	\$50.00	\$50.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
99	Health Service Inspection: Seasonal Permit	\$100.00	\$100.00	Each	There was an error in the current fee schedule that had swapped Mobile Fee with Seasonal Fee, this is to correct that error.	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
100	Health Service Inspection: Mobile Food Unit	\$200.00	\$200.00	Annual Fee	There was an error in the current fee schedule that had swapped Mobile Fee with Seasonal Fee, this is to correct that error.	Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
101	Health Service Inspection: Mobile Food Unit for 3-days or less	\$50.00	\$50.00	Annual Fee	For Mobile Units that are coming in 1 or 2 times/year for special events that last less than 3 days	Health Inspections	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
102	Health Service Inspection: Mobile Food Unit Reinspection Fee	\$50.00	\$50.00	Per Inspection		Health Inspections	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
103	Health Service Inspection: Late fee	\$100.00	\$100.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
104	Health Service Inspection: Complaint Inspection	\$50.00	\$50.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
105	Health Service Inspection: Re-inspection	\$100.00	\$100.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
106	Health Service Inspection: Reinstatement	\$150.00	\$150.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
107	Health Service Inspection: Duplicate Permit	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
108	Copy: Texas Food Establishment Rules (picked up)	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
109	Copy: Texas Food Establishment Rules (mailed)	\$0.00	\$0.00	Each		Health Inspections	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
110	Health Service Inspection: Courtesy Follow Up Inspection	\$0.00	\$0.00	Each	Charged after the 2nd Courtesy Inspection	Health Inspections	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
111	Immunization: Child Administrative Fee	\$14.00	\$14.00	Per Visit	No Vaccine Maximum - No charge for Texas Medicaid Children	Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
112	Immunization: Adult Administrative Fee	\$20.00	\$20.00	Per Visit		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
113	Copy: Shot Record	\$2.00	\$2.00	Each		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
114	Immunization: Private Purchase Flu vaccine	\$25.00	\$25.00	Per Shot	Price subject to change	Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
115	Health Service: Tuberculosis Skin Test for Employment or Schooling	\$20.00	\$20.00	Per Test		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
116	Health Service: Health Card Renewal	\$10.00	\$10.00	Per Card		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
117	Health Service: Blood Sugar (Finger Stick)	\$10.00	\$10.00	Per Test		Health Clinic	Bowie County Health Clinic, 902 W. 12 th Street	903-798-3250
118	Notary Fee	\$5.00	\$0.00	Per Service		Human Resources Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3917
119	Portable Building Permit	\$30.00	\$30.00	Each	For buildings that are already constructed, moved on site	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
120	New Residential Building Permit	\$0.00	\$0.00	Per Square Foot	1. New SF, DD, MH and MF including units available for individual ownership; 2. Additions including but not limited to: bedrooms, bathrooms, screened porch, sunrooms and etc...; 3. Attached Accessory Structure including but not limited to: deck, garage, open porch and etc.... 4. All space measured including heated and unheated space.	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
121	Residential Remodeling, Alterations, Repairs	\$0.25	\$0.25	Per Square Foot		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
122	Residential Remodel/ Repair	\$0.00	\$0.00	Per Square Foot	Of Room Remodeled	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
123	Residential Re-Inspection Fee	\$25.00	\$25.00	All Trades	Does not include "Missed Appointment"	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
124	Non-Residential Building Permit with Estimated Costs < \$25M	\$0.50/SF + \$0.10/SF site development area	\$0.50/SF + \$0.10/SF site development area	Each	Site Development includes the square footage of all area disturbed minus building (includes stormwater, driveways, grading, etc)	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
125	Non-Residential Building Permit with Estimated Costs > \$25M	See Other Information	See Other Information		Contractor is responsible for paying 3rd Party Inspection Service + 10% of costs of Inspection Services	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
126	Residential Re-Roofing or Repair Permit	\$75.00	\$75.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
127	Non Residential Re-Roofing or Repair Permit	\$100.00	\$100.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
128	Application Plan Review Fee: Residential	\$50.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
129	Application Plan Review Fee: Non-Residential	\$500.00	\$500.00	Each	Project costs < \$1,000,000	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
130	Application Plan Review Fee: Non-Residential	\$500.00	\$500.00	Each	Project costs => \$1,000,000	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3913

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
131	Application Plan Review Fee: Non-Residential	See other informaiton	See other informaiton	Each	Project costs > \$25M, Contractor is responsible for hiring 3rd party Inspection Service for all plan review.	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
132	Residential: Re-Review Plan or Change	\$50.00	\$50.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
133	Non-Residential: Re-Review Plan or Change	\$250.00	\$250.00	Each	Project costs < \$1,000,000	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
134	Non-Residential: Re-Review Plan or Change	\$500.00	\$500.00	Each	Project costs => \$1,000,000	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3913
135	Non-Residential: Re-Inspection Fee	\$50.00	\$50.00	Each Trade	Increases at \$25 rate per failed inspection, thus increasing to \$75, \$100, \$125 and etc.... Does not include "Missed Appointment"	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
136	Inspections Outside City Limits - Inside ETJ	\$150.00	\$150.00	Each	Per Request from owner/contractor	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
137	Demolition Permit	\$150.00	\$150.00	Each	Performance Bond/cashiers check Required	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
138	Demolition Permit for Out Building	\$50.00	\$50.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
139	Non-Residential: Temporary Electrical Power	\$75.00	\$75.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
140	Work Performed without Permit	\$0.00	\$0.00	Each	Double Fee	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
141	Record Retrieval	\$0.00	\$0.00	Each Request	Pulling closed files, plans and etc....	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
142	Initial Certificate of Occupancy	\$50.00	\$50.00	Each	Does not include new construction; 2 inspections included; \$25 each additional inspection	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
143	Replacement of Certificate of Occupancy Card	\$10.00	\$10.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
144	Re-stamp Previously Approved Plans	\$25.00	\$25.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
145	Non Residential Permit Renewal of Expired Permit	25%	25%	Each	25% of original permit fee	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
146	Residential renewal of Expired Permit	25%	25%	Each	25% of original permit fee	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
147	Failure to Pick-up Permit within 60 days of Approval	\$0.00	\$0.00		Forfeit Fees	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
148	Refund Fee for Non-expired Permits	\$0.00	\$0.00	Each	Forfeit Fees; Permit fees will be reimbursed.	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
149	Refund Fee for Expired Permits	\$0.00	\$0.00		Forfeit Fees	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
150	Weekend/After Office Hours Inspection Fee	\$100.00	\$100.00	Per Hour	Minimum of 3 hours	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
151	Miscellaneous Inspection	\$0.00	\$50.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
152	Construction or Work Site Trailer	\$250.00	\$250.00	Per Trailer	Includes piers, tie-downs, steps, decks, electrical, plumbing, and mechanical	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
153	Minimum Inspection Miscellaneous Permit Fee	\$0.00	\$0.00	Each	Not Used	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
154	Courtesy/ Follow Up Inspection	\$25.00	\$25.00	Each	2 inspections included with building permit, 3rd + is charged for each inspection	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
155	Builders & Mechanical Contractors (Plumbing, Electric, HVAC) Registration Fee	\$0.00	\$0.00	One time	Not allowed by State of Texas	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
156	Driveway Permit	\$30.00	\$30.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
157	Swimming Pool Permit	\$200.00	\$200.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
158	Tent Permit	\$75.00	\$75.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
159	Sign Permit for basic/simple sign	\$70.00	\$70.00	Each	Simple Sign including but not limited to: Wall Mounted, Free Standing, Monument, or Pole - No electric power	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
160	Sign Permit for sign with electric power	\$100.00	\$100.00	Each	Simple Sign including but not limited to: Wall Mounted, Free Standing, Monument, or Pole with electric power	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
161	Sign Permit for sign with electronic messaging (CVEMS) less than or equal to 50 Square Feet	\$125.00	\$125.00	Each	CVEMS including but not limited to: Wall Mounted, Free Standing, Monument, or Pole	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
162	Sign Permit for sign with electronic messaging (CVEMS) greater than 50 Square Feet	\$150.00	\$150.00	Each	CVEMS including but not limited to: Wall Mounted, Free Standing, Monument, or Pole	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
163	Sign Permit-Banner	\$25.00	\$25.00	Each	Per month	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-9312
164	Sign Permit Promotional/Grand Opening	\$100.00	\$100.00	Each	Maximum Promotional 90 days; Grand Opening two weeks	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-9313
165	Billboard/Off Premise advertising sign *	\$500.00	\$500.00	Per Year		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
166	Cell Tower Permit	\$650.00	\$650.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
167	Co-location Antenna on Cell Tower Permit	\$100.00	\$100.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
168	Basic Electrical Rough-In or General Repairs Permit (up to 4 circuits)	\$25.00	\$25.00	Permit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
169	Additional Electrical Rough-In or General Repairs Permit (5 – 16 circuits) (Basic + Additional)	\$2.50	\$2.50	Each Additional Circuit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
170	Additional Electrical Rough-In or General Repairs Permit (More than 16 circuits) (Basic + Additional 1 + Additional 2)	\$2.00	\$2.00	Each Additional Circuit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
171	Restore/Repair Electrical Service Permit (100 amp)	\$25.00	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
172	Restore/Repair Electrical Service Permit (200 amp)	\$30.00	\$30.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
173	Restore/Repair Electrical Service Permit (400 amp)	\$35.00	\$35.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
174	Restore/Repair Electrical Service Permit (600 amp)	\$40.00	\$40.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
175	Restore/Repair Electrical Service Permit (Greater than 600 amp)	\$45.00	\$45.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
176	Other General Electrical Repair Permit	\$30.00	\$30.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
177	Non Residential General Electrical Repair Permit	\$50.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
178	Electric Power Permit for Sign	\$0.00	\$0.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
179	Electric Company Courtesy Inspection	\$25.00	\$25.00	Each	SWEPCO requires inspection before power can be turned on.	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
180	Placement of Temporary Pole for Electrical Power Permit	\$50.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
181	Electric - New Construction or Remodels (Residential & Commercial)	\$0.05	\$0.05	Per Square Foot		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
182	Appeal Concerning Electrical Code Filing Fee	\$50.00	\$50.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
183	Plumbing Permit Water (Installation or Replacement of Fixtures, Water Heater, Foot Spa, and etc.... Including general repair of water system)	\$15.00	\$15.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
184	Plumbing Permit: Sewer Line or Tap	\$20.00	\$20.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
185	Plumbing Permit Gas (Basic) (up to 4 openings)	\$15.00	\$15.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912
186	Plumbing Permit Gas (Additional) (Greater than 4 openings) (Basic + Additional)	\$1.00	\$1.00	Each (over 4)		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3912

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
187	Plumbing Permit Irrigation: RPZ installation	\$50.00	\$50.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
188	Plumbing Permit Irrigation: (Basic) (1-5 Heads)	\$10.00	\$10.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
189	Plumbing Permit Irrigation (Additional) (More than heads)(Basic + Additional)	\$0.75	\$0.75	Each Additional Head		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
190	Plumbing Permit Miscellaneous (Backflow, Grease Trap, Sand/Oil Separator and etc...)	\$25.00	\$25.00	Each	TWU handles this...	Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
191	Plumbing - New Construction or Remodels (Residential or Commercial)	\$0.05	\$0.05	Per Square Foot		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
192	HVAC Permit: Residential Air Installation/Replacement	\$25.00	\$25.00	Per Unit		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
193	HVAC Permit: Non Residential Commercial Air Installation/Replacement	\$50.00	\$50.00	Per Unit		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
194	HVAC Permit: Mini Split Commercial Air Units	\$10.00	\$10.00	Per Unit		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
195	HVAC - New Construction or Remodels (Residential or Commercial)	\$0.05	\$0.05	Per Square Foot		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
196	Temporary Landing Permit	\$335.00	\$335.00	Each		Inspections Department	City Hall - Municipal Building - 220 Texas Boulevard	903-798-3912
197	Library Membership Texarkana AR/TX Residents	\$0.00	\$0.00	Each		Library	600 West 3 rd Street	903-794-2149
198	Library Membership Non-Texarkana Resident	\$20.00	\$20.00	Annual Fee		Library	600 West 3 rd Street	903-794-2149
199	Library Overdue Fines (Books and Compact Discs)	\$0.25	\$0.25	Per Calendar Day	Up to the cost of the book or compact discs. Return stops the fine accumulation.	Library	600 West 3 rd Street	903-794-2149
200	Library Overdue Fines (Videos, DVD or Playaway)	\$1.00	\$1.00	Per Calendar Day	Until the return, up to the cost of the videos, DVD or Playaway	Library	600 West 3 rd Street	903-794-2149
201	Library card replacement	\$1.00	\$1.00	Per Replacement	Lost unexpired library card	Library	600 West 3 rd Street	903-794-2149
202	Computer Keyboard Replacement	\$1.00	\$1.00	Per Replacement		Library	600 West 3 rd Street	903-794-2149
203	Library: Ear buds	\$1.00	\$1.00	Per Set		Library	600 West 3 rd Street	903-794-2149
204	Library: Memory Sticks (flash drive)	\$5.00	\$5.00	Per Drive		Library	600 West 3 rd Street	903-794-2149
205	Library Bag (Plastic)	\$0.50	\$0.50	Per Bag		Library	600 West 3 rd Street	903-794-2149
206	Library Bag (Canvas)	\$7.00	\$7.00	Per Bag		Library	600 West 3 rd Street	903-794-2149
207	Library: Use of Typewriter	\$0.00	\$0.00	Per 1/2 Hour		Library	600 West 3 rd Street	903-794-2149
208	Library: Case Replacement	\$2 - \$9	\$2 - \$9	Per Case		Library	600 West 3 rd Street	903-794-2149
209	Library: Art Sleeve for case	\$1.00	\$1.00	Each		Library	600 West 3 rd Street	903-794-2149
210	Library: Due Date Card Replacement	\$1.00	\$1.00	Per Card		Library	600 West 3 rd Street	903-794-2149
211	Library: Photo copies (B&W)	\$0.15	\$0.15	Per Page		Library	600 West 3 rd Street	903-794-2149
212	Library: Photo copies (Color)	\$1.00	\$1.00	Per Page		Library	600 West 3 rd Street	903-794-2149
213	Library: Texas Notary	\$1.00	\$2.00	Per Service		Library	600 West 3 rd Street	903-794-2149
214	Library: Fax Service Receiving	\$0.25	\$0.25	Per Page		Library	600 West 3 rd Street	903-794-2149
215	Library: Fax Service Sending (local)	\$0.25	\$0.25	Per Page		Library	600 West 3 rd Street	903-794-2149
216	Library: Fax Service Sending (long distance)	\$1.00	\$1.00	Per Page		Library	600 West 3 rd Street	903-794-2149
217	Library: Fax Service Sending (International)	\$5.00	\$5.00	Per Page		Library	600 West 3 rd Street	903-794-2149
218	Library: Lamination	\$1-\$5	\$1-\$5	Per Service	Inquire at Circulation Desk	Library	600 West 3 rd Street	903-794-2149
219	Library: David Nelson Meeting Room Rental	\$75.00	\$75.00	Per Rental	Non-Profit Organizations Exempt	Library	600 West 3 rd Street	903-794-2149
220	Municipal Court Technology Fees	\$4.00	\$4.00	Per Case		Municipal Court	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3008
221	Municipal Court Building Security Fees	\$3.00	\$3.00	Per Case		Municipal Court	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3008
222	Municipal Court Warrant Fee	\$50.00	\$50.00	Per Warrant		Municipal Court	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3008

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
223	Park Pavilion Rental (Half Day)	\$20.00	\$20.00	Per Rental	8:00 AM - 2:45 PM or 3:00 PM to 10:00 PM	Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
224	Park Pavilion Rental (All Day)	\$25.00	\$25.00	Per Rental		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
225	Wallace Ball Fields Practice Slot Rentals	\$20.00	\$20.00	Per 1.5 Hours		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
226	Wallace Ball Fields Rental - Tournaments 1 Field	\$100.00	\$100.00	Per Tournament		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
227	Wallace Ball Fields Rental - Tournaments 2 Fields	\$200.00	\$200.00	Per Tournament		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
228	Wallace Ball Fields Rental - Tournaments 3 Fields	\$300.00	\$300.00	Per Tournament		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
229	Wallace Ball Fields Rental - Tournaments 4-5 Fields	\$400.00	\$400.00	Per Tournament		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
230	Collins Senior Center Activity Room	\$75.00	\$75.00	Per Event		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
231	Collins Senior Center Meeting Room	\$25.00	\$25.00	Each Rental		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
232	Splash Pad Rental	\$150.00	\$150.00	Each Rental/ 2 Hours		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
233	Swanger Complex Usage Fee	\$0.00	\$250.00	Per Day		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978
234	Swanger Complex Field Rental	\$0.00	\$150.00	Per Field/Per Day		Parks, Recreation and Community Health Parks,	3222 W. 7th Street	903-798-3978

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
235	Swanger Complex Trash Service	\$0.00	\$250.00	Per Day (Optional)	Vendor will have the option to supply their own personnel for trash service.	Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
236	Swanger Complex Cleaning Dugouts/Facilities	\$0.00	\$300.00	Per Occurrence	This fee is established in case City has to clean turf of trash, sunflower seeds, gum, etc.	Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
237	Swanger Complex Practice Slot Rental	\$0.00	\$50.00	Per 1.5 Hours		Parks, Recreation and Community Health	3222 W. 7th Street	903-798-3978
238	Southwest Center Multipurpose Room (GYM) Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
239	Southwest Center Multipurpose Room (GYM) Rental	\$150.00	\$150.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
240	Southwest Center Multipurpose Room (GYM) Rental	\$300.00	\$300.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
241	Southwest Center ABC Room Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
242	Southwest Center ABC Room Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
243	Southwest Center ABC Room Rental	\$100.00	\$100.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
244	Southwest Center Game/Activity Room Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
245	Southwest Center Game/Activity Room Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
246	Southwest Center Game/Activity Room Rental	\$75.00	\$75.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
247	Southwest Center Room A Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
248	Southwest Center Room A Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
249	Southwest Center Room A Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
250	Southwest Center Room B Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
251	Southwest Center Room B Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
252	Southwest Center Room B Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
253	Southwest Center Room C Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
254	Southwest Center Room C Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
255	Southwest Center Room C Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
256	Southwest Center Room D Rental	\$0.00	\$0.00	Each Rental	Group 1 Users	Southwest Center	3222 W. 7th Street	903-798-3978
257	Southwest Center Room D Rental	\$0.00	\$0.00	Each Rental	Group 2 Users	Southwest Center	3222 W. 7th Street	903-798-3978
258	Southwest Center Room D Rental	\$25.00	\$25.00	Each Rental	Group 3 Users	Southwest Center	3222 W. 7th Street	903-798-3978
259	Application for Zoning Change (Base Fee) (Base + Variable)	\$250.00	\$250.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
260	Application for Specific Use Permit (Base Fee) (Base + Variable)	\$250.00	\$250.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
261	Application for Site Plan approval (Base Fee) (Base + Variable)	\$250.00	\$250.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
262	Application for Site Plan Amendments (Base Fee) (Base + Variable)	\$250.00	\$250.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
263	Specific Use Permit Renewal (Base Fee) (Base + Variable)	\$100.00	\$100.00	Per Permit		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
264	Application fee for Amendment to Zoning Ordinance	\$250.00	\$250.00	Per Amendment		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
265	Variances Requests (ZBA)(Base Fee) (Base + Variable)	\$150.00	\$150.00	Per Application		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
266	Historic District Certificate of Appropriateness	\$75.00	\$75.00	Per Applicant		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
267	Subdivision Plats – preliminary (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
268	Subdivision Plats – final (Base Fee) (Base + Variable Deposit)	\$200.00	\$200.00	Per Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
269	Subdivision Plats – re-approval (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Re-approval		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
270	Subdivision Replats (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Replat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
271	Subdivision Plat - Vacated (Base Fee)	\$100.00	\$100.00	Per Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
272	Subdivision Plat – amendments (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Amendment		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
273	Subdivision Minor Plats (Base Fee) (Base + Variable Deposit)	\$100.00	\$100.00	Per Minor Plat		Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
274	Deposit for Variable Fees	\$0.00	\$0.00	Per Application	(Variable costs include the costs such as advertising, mailing notices, sign manufacturing and posting and etc...) Unused deposit will be returned to petitioner once the final decision is rendered. If variable costs exceed the deposit amount the difference is required to be paid in full prior to issuance of the permit or other required document.	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
275	Zoning Verification Document	\$25.00	\$25.00	Each		Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
276	Voluntary Annexation Application Fee	\$500 plus publication costs	\$500 plus publication costs	Each Application	Additional cost for publication and advertising as required by state law.	Inspections Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)
Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
277	Annual Special Event Permit	\$10.00	\$10.00	Each	Application processing fee. Additional fee may be required for any additional services.	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
278	Daily Special Event Permit (20 days processing)	\$10.00	\$10.00	Each	Application processing fee. Additional fee may be required for any additional services.	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
279	Daily Special Event Permit (Expedited Processing)	\$150.00	\$150.00	Each	Five days processing after acceptance of a <u>completed</u> application: no processing will occur without payment	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
280	Daily Special Event Permit (Express Processing)	\$300.00	\$300.00	Each	Next day permit based on receipt of a <u>completed</u> application with proper insurance certificate included, received no later than 4:00 p.m., on a regular work day: no processing will occur without payment	Planning and Community Development Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3945
281	Street Name Change Application Fee	\$750.00	\$750.00	Per request	Additional cost for new signage	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
282	Street/Alley/Public ROW Abandonment Application Fee	\$750.00	\$750.00	Per request	All associated costs including Quit claim deeds and any legal work will be applicant's responsibility	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
283	Wireless Cell communication pole/tower with network nodes to Encumber Right-of-Way	\$250.00	\$250.00	Each individual network node	Maximum fee set by Texas State Legislators 2017, annual fee does not include fees for building permits issued by the Inspections Department	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
284	Ground-level license to encumber ROW, sign only	\$10.00	\$10.00	Per Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
285	License to encumber ROW -Surface, Subsurface, Air Space, or Bldg. Encroachment	10% Fair Market Value	10% Fair Market Value	Per Square Foot	Fair market value per square foot cost is one time fee. License fee minimum is \$200.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
286	License to Encumber ROW - Ornamental Device and Downtown CBD public sidewalk	\$100.00	\$100.00	Per Request	This is a one time fee.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
287	Excavation, asphalt (streets, alleys, trails)	\$50 and cost of asphalt plus 15%	\$50 and cost of asphalt plus 15%	Per Request	Permit invalid (7) business days following issuance	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
288	Excavation, concrete (streets, alleys, sidewalks)	\$50.00	\$50.00	Per Request	Permit invalid (7) business days following issuance	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
289	Solid Waste Pickup - Residential Rate	\$30.52	\$30.52	Per Month	Includes 96 gal. Trash cart, 65 Gal. recycle cart, Yard waste pickup. 2025 - \$15.10/month for additional cart.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
290	Solid Waste Pickup - Commercial Hand PU (1 Toter)	\$37.08	\$37.08	Per Month	One pick up per week. Additional toters over four will be charged an extra \$21.38/month/toter over and above the four toter charge.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
291	Solid Waste Pickup - Commercial Hand PU (2 Toter)	\$62.31	\$62.31	Per Month	One pick up per week. Additional toters over four will be charged an extra \$21.38/month/toter over and above the four toter charge.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
292	Solid Waste Pickup - Commercial Hand PU (3 Toter)	\$87.53	\$87.53	Per Month	One pick up per week. Additional toters over four will be charged an extra \$21.38/month/toter over and above the four toter charge.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
293	Solid Waste Pickup - Commercial Hand PU (4 Toter)	\$112.76	\$112.76	Per Month	One pick up per week. Additional toters over four will be charged an extra \$21.38/month/toter over and above the four toter charge.	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
294	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$140.81	\$140.81	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
295	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$211.13	\$211.13	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
296	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$246.35	\$246.35	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
297	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$218.69	\$218.69	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
298	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$316.75	\$316.75	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
299	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$387.42	\$387.42	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
300	Solid Waste Pickup - Commercial 2-Yard FEL Container	\$91.46	\$91.46	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
301	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$168.95	\$168.95	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
302	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$253.56	\$253.56	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
303	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$295.69	\$295.69	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
304	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$338.09	\$338.09	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
305	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$380.23	\$380.23	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
306	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$451.81	\$451.81	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
307	Solid Waste Pickup - Commercial 3-Yard FEL Container	\$109.77	\$109.77	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
308	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$197.21	\$197.21	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
309	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$295.69	\$295.69	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
310	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$345.09	\$345.09	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
311	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$394.39	\$394.39	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
312	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$443.70	\$443.70	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
313	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$542.27	\$542.27	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
314	Solid Waste Pickup - Commercial 4-Yard FEL Container	\$128.09	\$128.09	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
315	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$256.13	\$256.13	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
316	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$386.46	\$386.46	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
317	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$447.10	\$447.10	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
318	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$512.21	\$512.21	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
319	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$577.49	\$577.49	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
320	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$703.22	\$703.22	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
321	Solid Waste Pickup - Commercial 6-Yard FEL Container	\$169.73	\$169.73	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
322	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$287.00	\$287.00	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
323	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$382.90	\$382.90	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
324	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$497.38	\$497.38	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
325	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$719.18	\$719.18	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
326	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$784.42	\$784.42	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
327	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$906.79	\$906.79	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
328	Solid Waste Pickup - Commercial 8-Yard FEL Container	\$186.49	\$186.49	Each	Extra Pick Up	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
329	Solid Waste Pickup - Commercial 96-Gallon Toter (RECYCLE)	\$8.17	\$8.17	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
330	Lock Bar (commercial dumpsters)	\$115.74	\$115.74	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
331	Casters (commercial dumpsters)	\$115.74	\$115.74	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
332	Snapshot Charge (overloaded commercial dumpster)	\$111.62	\$111.62	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
333	Solid Waste Pickup - Commercial 6-Yard FEL Container/Cardboard	\$79.61	\$79.61	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
334	Solid Waste Pickup - Commercial 8-Yard FEL Container/Cardboard	\$95.53	\$95.53	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
335	Lock Bar (commercial front load recycling container)	\$115.74	\$115.74	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
336	Casters (commercial front load recycling container)	\$115.74	\$115.74	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
337	Snapshot Charge (commercial front load recycling container)	\$111.62	\$111.62	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
338	Solid Waste Pickup - Commercial 2-Yard FEL Compactor	\$330.72	\$330.72	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
339	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$330.72	\$330.72	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
340	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$690.52	\$690.52	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
341	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$1,035.73	\$1,035.73	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
342	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$1,381.01	\$1,381.01	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
343	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$1,726.28	\$1,726.28	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
344	Solid Waste Pickup - Commercial 4-Yard FEL Compactor	\$2,086.94	\$2,086.94	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
345	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$407.12	\$407.12	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
346	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$814.28	\$814.28	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
347	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$1,221.41	\$1,221.41	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
348	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$1,628.56	\$1,628.56	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
349	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$2,034.71	\$2,034.71	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
350	Solid Waste Pickup - Commercial 6-Yard FEL Compactor	\$2,341.03	\$2,341.03	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
351	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$468.23	\$468.23	Per Month	One pick up per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
352	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$936.40	\$936.40	Per Month	Two pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
353	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$1,404.63	\$1,404.63	Per Month	Three pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
354	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$1,872.81	\$1,872.81	Per Month	Four pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
355	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$2,341.03	\$2,341.03	Per Month	Five pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
356	Solid Waste Pickup - Commercial 8-Yard FEL Compactor	\$2,809.24	\$2,809.24	Per Month	Six pick ups per week	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
357	Snapshot Charge (overloaded commercial compactor)	\$111.62	\$111.62	Each		Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
358	Solid Waste Pickup 20-Yard Roll-Off (Open Top)	\$430.87	\$430.87	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - \$7.57 Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
359	Solid Waste Pickup 30-Yard Roll-Off (Open Top)	\$464.04	\$464.04	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - \$7.35 Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
360	Solid Waste Pickup 40-Yard Roll-Off (Open Top)	\$502.87	\$502.87	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - \$7.35 Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
361	Solid Waste Pickup 30-Yard Roll-Off (Compactor)	\$466.80	\$466.80	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
362	Solid Waste Pickup 33-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
363	Solid Waste Pickup 34-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
364	Solid Waste Pickup 35-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
365	Solid Waste Pickup 40-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
366	Solid Waste Pickup 42-Yard Roll-Off (Compactor)	\$502.69	\$502.69	Per Haul	2025 Rates Delivery Rate - \$161.45 Rental Daily Rate - NEGOTIATED Disposal Rate - \$53.87 per ton	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
367	Utility Easement Abandonment Application Fee	\$750.00	\$750.00	Per request	All associated costs including Quit claim deeds and any legal work will be applicant's responsibility	Public Works Department	City Hall – Municipal Building – 220 Texas Boulevard	903-798-3948
368	Central Records and Communications	\$10.00	\$10.00	Per Copy or 911 Recording		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
369	Police: Accident or Crash Report	\$6.00	\$6.00	Copy of Report	Front and back pages	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
370	Police: Offense Report	\$5.00	\$5.00	Copy of Report	Front page only	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
371	Police: Criminal History	\$10.00	\$10.00	Each	Must show two forms of ID	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
372	Police: Certification of any Report	\$2.00	\$2.00	Each	Added to the cost of the report	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3181
373	Burglar Alarm Permits – Residential	\$35.00	\$35.00	Annual Permit		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102
374	Burglar Alarm Permits – Commercial	\$75.00	\$75.00	Annual Permit		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102
375	Burglar Alarm Permits -- late renewal (30 days or less late)	\$20.00	\$20.00	Each System		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
376	Burglar Alarm Permits -- late renewal (more than 30 days late)	\$40.00	\$40.00	Each System		Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102
377	False Alarm Fees	\$50.00	\$50.00	Each alarm	Per alarm after 6 alarms in any 12 month period	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3102
378	Wrecker Permits	\$20.00	\$20.00	Per wrecker	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
379	Vehicle Storage Facility	\$50.00	\$50.00	Per facility	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
380	Taxi Permits	\$40.00	\$40.00	Per taxicab	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
381	Sexually Oriented Business	\$1,000.00	\$1,000.00	Per business	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
382	Youth Club/Dance Hall Permit	\$100.00	\$100.00	Per business	Annual fee	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
383	Police: Extraordinary Response to Problem Location	\$28.78	\$28.78	Per additional Officer	Only after Owner/Manager has been placed on legal notice.	Police Department	Bi-State Justice Building 100 North State Line Avenue at Broad Street	903-798-3116
384	Water Service Connection	\$15.00	\$15.00	Each	Water Service Initiation	TWU	801 Wood Street	903-798-3800
385	Water Meter Disconnect	\$15.00	\$15.00	Each	Discontinue Service	TWU	801 Wood Street	903-798-3800
386	Water Service Transfer	\$20.00	\$20.00	Each		TWU	801 Wood Street	903-798-3800
387	Late Service Charge -- Non-Payment	10%	10%	On billed amount	If not paid by Due Date	TWU	801 Wood Street	903-798-3800
388	After Hours Service Call to reinstate water service	\$50.00	\$50.00	Each		TWU	801 Wood Street	903-798-3800
389	Non Payment Service Charge	\$35.00	\$35.00	Each	If not paid by Disconnect Due Date	TWU	801 Wood Street	903-798-3800
390	Water meter reread initiated by Customer	\$15.00	\$15.00	Each	No charge if initiated by TWU	TWU	801 Wood Street	903-798-3800
391	Water meter testing initiated by Customer	\$50.00	\$50.00	Each	Meters two inches & smaller	TWU	801 Wood Street	903-798-3800
392	Water meter testing, for 2" line or greater, initiated by Customer (Cost plus %)	10%	10%	Each	Meters larger than two inches	TWU	801 Wood Street	903-798-3800
393	Flow Test Fee		\$60.00		Required for vacant properties over 5 years			
394	Water meter Tampering	\$50.00	\$100.00	Each	Plus any associated damage costs	TWU	801 Wood Street	903-798-3800
395	Unauthorized Water Connection Inserted	\$100.00	\$200.00	Each	Plus any associated damage costs	TWU	801 Wood Street	903-798-3800
396	Water meter Fees -- 5/8" meter	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
397	Water meter Fees -- 1" meter	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
398	Water meter Fees -- 1 1/2" meter	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
399	Water: Single Register 2" (irrigation)	Cost	Cost	Each		TWU	801 Wood Street	903-798-3800
400	Inspection/Tapping Fee for Water Main	\$75.00	\$100.00	Each		TWU	801 Wood Street	903-798-3800
401	Bacteriological testing of water samples	\$30.00	\$30.00	Each		TWU	801 Wood Street	903-798-3800
402	Late fee for submission of Bacteriological testing samples after 12:00 noon daily cut-off	\$20.00	\$20.00	Each		TWU	2700 New Boston Rd	903-798-3850
403	Inspection/Tapping Fee for Sewer Main	\$75.00	\$100.00	Each		TWU	801 Wood Street	903-798-3800
404	Sanitary Sewer Availability Fee *	\$25.00	\$25.00	Monthly	Non-Connection when Sewer Connection is available to the property	TWU	801 Wood Street	903-798-3800
405	Sewer Surcharge -- Excessive Strength Wastes	\$0.10	\$0.10	TSS per pound		TWU	801 Wood Street	903-798-3800
406	Sewer Surcharge -- Excessive Strength Wastes	\$0.25	\$0.25	BOD per pound		TWU	801 Wood Street	903-798-3800
407	Industrial Wastewater Discharge Permit	\$300.00	\$300.00		Significant Discharger	TWU	801 Wood Street	903-798-3800
408	Industrial Wastewater Discharge Permit	\$200.00	\$200.00		Minor Discharger	TWU	801 Wood Street	903-798-3800
409	Industrial Wastewater Discharge Permit	\$50.00	\$50.00		Commercial Discharger	TWU	801 Wood Street	903-798-3800
410	Industrial Wastewater Discharge Permit	\$50.00	\$50.00		Intermittent Discharger	TWU	801 Wood Street	903-798-3800
411	Industrial Wastewater Discharge Permit	\$100.00	\$100.00		Transported Discharger	TWU	801 Wood Street	903-798-3800
412	Industrial Wastewater Discharge Permit	\$50.00	\$50.00		Non-Discharge	TWU	801 Wood Street	903-798-3800
413	Temporary Wastewater Discharge Permit	\$50.00	\$50.00			TWU	801 Wood Street	903-798-3800
414	Metered Discharge Treatment	\$0.05	\$0.05	Per Gallon		TWU	801 Wood Street	903-798-3800
415	Liquid Waste Transport Permit	\$60.00	\$60.00			TWU	801 Wood Street	903-798-3800
416	Liquid Waste Transport Permit Late Fee	\$25.00	\$25.00	Each Permit		TWU	3616 South State Line Ave	903-798-3870

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
417	Septic Waste Dumping	\$50.00	\$50.00	Per 1,000 Gallons	Per Volume of Tank	TWU	801 Wood Street	903-798-3800
418	Delivery of Non-Domestic Waste to POTW Treatment Plant	\$0.10	\$0.10	Per Gallon		TWU	801 Wood Street	903-798-3800
419	Septic Waste Manifest Books	Cost plus 15%	Cost plus 15%	Each		TWU	801 Wood Street	903-798-3800
420	Liquid Waste Transporter Manifest Late Fee	\$25.00	\$25.00	Each Occurrence		TWU	3616 South State Line Ave	903-798-3870
421	Non-Residential Backflow Prevention Assembly Device	\$50.00	\$50.00	Per Year		TWU	312 W4th Street	903-798-3870
422	Backflow Testing Fee	\$150.00	\$150.00	Each		TWU	312 W4th Street	903-798-3870
423	Backflow Tester Registration Fee	\$25.00	\$25.00	Per Tester	Annual Fee	TWU	312 W4th Street	903-798-3870
424	Fire Hydrant Flow Testing	\$100.00	\$125.00	Per Test		TWU	312 W4th Street	903-798-3829
425	Smoke Testing Sewer Mains	\$100.00	\$100.00	Per Test	(2 Person Crew, 2 hours)	TWU	3616 South State Line Ave	903-798-3870
426	CCTV Sewer Mains	\$250.00	\$250.00	Each	(3 Person Crew, 3 hours)	TWU	801 Wood Street	903-798-3829
427	Commercial Customer Service Inspection	\$15.00	\$15.00	Each		TWU	312 W4th Street	903-798-3870
428	Environmental Services Enforcement Fee	Cost plus 10%	Cost plus 10%	Per Action		TWU	312 W4th Street	903-798-3870
429	Backflow Assembly Text Booklet	Cost plus 15%	Cost plus 15%	Each		TWU	312 W4th Street	903-798-3870
430	Water Infrastructure Fee - Residential ICL	\$1.50	\$1.50	Monthly		TWU	801 Wood Street	903-798-3800
431	Waste Water Infrastructure Fee - Residential ICL	\$1.50	\$1.50	Monthly		TWU	801 Wood Street	903-798-3800
432	Water Infrastructure Fee - Commercial ICL	\$3.75	\$3.75	Monthly		TWU	801 Wood Street	903-798-3800
433	Waste Water Infrastructure Fee - Commercial ICL	\$3.75	\$3.75	Monthly		TWU	801 Wood Street	903-798-3800
434	Water Infrastructure Fee - Residential OCL	\$2.25	\$2.25	Monthly		TWU	801 Wood Street	903-798-3800
435	Waste Water Infrastructure Fee - Residential OCL	\$2.25	\$2.25	Monthly		TWU	801 Wood Street	903-798-3800
436	Water Infrastructure Fee - Commercial OCL	\$5.63	\$5.63	Monthly		TWU	801 Wood Street	903-798-3800
437	Waste Water Infrastructure Fee - Commercial OCL	\$5.63	\$5.63	Monthly		TWU	801 Wood Street	903-798-3800
438	TX Regional Water Plant Fee	\$3.50	\$3.50	Per 1,000 Gallons	All metered usage over zero	TWU	801 Wood Street	903-798-3800
439	Sales: Screened Compost	\$20.00	\$20.00	Per Cubic Yard		TWU	4000 South State Line Ave	903-798-3860
440	Sales: Screened Compost	\$4.00	\$4.00	Per bag (1-Cubic Foot)		TWU	4000 South State Line Ave	903-798-3860
441	Sales: Unscreened Compost	\$10.00	\$10.00	Per Cubic Yard		TWU	4000 South State Line Ave	903-798-3860
442	Sales: Wood Chips	\$16.00	\$16.00	Per Cubic Yard		TWU	4000 South State Line Ave	903-798-3860
443	Sales: Wood Chips	\$2.00	\$2.00	Per Bag (2-Cubic Foot)		TWU	4000 South State Line Ave	903-798-3860
444	Sales: Leaf Mulch	\$20.00	\$20.00	Per Cubic Yard		TWU	4000 South State Line Ave	903-798-3860
	Residential Water Service Charge (Monthly)			Per Meter		TWU	801 Wood Street	903-798-3800
445	Residential Water Service Charge 1 (Monthly)	\$10.00	\$10.50	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
446	Residential Water Service Charge 2 (Monthly)	\$10.00	\$10.50	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
447	Residential Water Service Charge 3 (Monthly)	\$11.34	\$12.61	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
448	Residential Water Service Charge 4 (Monthly)	\$14.66	\$17.84	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
449	Residential Water Service Charge 5 (Monthly)	\$18.66	\$24.14	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
450	Residential Water Service Charge 6 (Monthly)	\$28.00	\$38.85	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
451	Residential Water Service Charge 7 (Monthly)	\$41.34	\$59.86	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
452	Residential Water Service Charge 8 (Monthly)	\$74.66	\$112.34	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
453	Residential Water Service Charge 9 (Monthly)	\$114.66	\$175.34	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
454	Residential Water Volume Rate Tier 1	\$2.15	\$2.45	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
455	Residential Water Volume Rate Tier 2	\$2.55	\$2.96	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
456	Residential Water Volume Rate Tier 3	\$3.76	\$4.14	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
457	Residential Water Volume Rate Tier 4	\$4.48	\$5.02	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
458	Residential Water Volume Rate Tier 5	\$5.11	\$5.90	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
	Residential Irrigation Service Charge (Monthly)			Per Meter		TWU	801 Wood Street	903-798-3800
459	Residential Irrigation Service Charge 1(Monthly)	\$10.00	\$10.50	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
460	Residential Irrigation Service Charge 2(Monthly)	\$10.00	\$10.50	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
461	Residential Irrigation Service Charge 3(Monthly)	\$11.34	\$12.61	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
462	Residential Irrigation Service Charge 4(Monthly)	\$14.66	\$17.84	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
463	Residential Irrigation Service Charge 5(Monthly)	\$18.66	\$24.14	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
464	Residential Irrigation Service Charge 6(Monthly)	\$28.00	\$38.85	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
465	Residential Irrigation Service Charge 7(Monthly)	\$41.34	\$59.86	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
466	Residential Irrigation Service Charge 8(Monthly)	\$74.66	\$112.34	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
467	Residential Irrigation Service Charge 9(Monthly)	\$114.66	\$175.34	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
468	Residential Irrigation Volume Rate Tier 1	\$2.42	\$2.73	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
469	Residential Irrigation Volume Rate Tier 2	\$2.81	\$3.20	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
470	Residential Irrigation Volume Rate Tier 3	\$4.36	\$4.84	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
471	Residential Irrigation Volume Rate Tier 4	\$5.12	\$5.73	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
472	Residential Irrigation Volume Rate Tier 5	\$5.65	\$6.43	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
473	Commercial Water Service Charge 1 (Monthly)	\$11.50	\$12.00	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
474	Commercial Water Service Charge 2 (Monthly)	\$11.50	\$12.00	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
475	Commercial Water Service Charge 3 (Monthly)	\$14.36	\$15.62	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
476	Commercial Water Service Charge 4 (Monthly)	\$19.49	\$22.79	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
477	Commercial Water Service Charge 5 (Monthly)	\$25.38	\$31.17	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
478	Commercial Water Service Charge 6 (Monthly)	\$49.27	\$59.99	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
479	Commercial Water Service Charge 7 (Monthly)	\$77.75	\$95.99	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
480	Commercial Water Service Charge 8 (Monthly)	\$142.34	\$179.96	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
481	Commercial Water Service Charge 9 (Monthly)	\$188.34	\$251.96	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
482	Commercial Water Volume Rate Tier 1	\$3.99	\$4.55	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
483	Commercial Water Volume Rate Tier 2	\$4.47	\$5.21	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
484	Commercial Water Volume Rate Tier 3	\$5.01	\$5.97	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
485	Commercial Water Volume Rate Tier 4	\$5.61	\$6.83	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
486	Commercial Water Volume Rate Tier 5	\$6.28	\$7.82	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
487	Industrial Water Rates and Service Charges	\$0.00	\$0.00	Annual	Negotiated Water Budgets	TWU	801 Wood Street	903-798-3800
488	Commercial Irrigation Service Charge (Monthly)			Per Meter		TWU	801 Wood Street	903-798-3800
488	Commercial Irrigation Service Charge 1(Monthly)	\$11.50	\$12.00	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
489	Commercial Irrigation Service Charge 2(Monthly)	\$11.50	\$12.00	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
490	Commercial Irrigation Service Charge 3(Monthly)	\$14.36	\$15.62	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
491	Commercial Irrigation Service Charge 4(Monthly)	\$19.49	\$22.79	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
492	Commercial Irrigation Service Charge 5(Monthly)	\$25.38	\$31.17	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
493	Commercial Irrigation Service Charge 6(Monthly)	\$49.27	\$59.99	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
494	Commercial Irrigation Service Charge 7(Monthly)	\$77.75	\$95.99	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
495	Commercial Irrigation Service Charge 8(Monthly)	\$142.34	\$179.96	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
496	Commercial Irrigation Service Charge 9(Monthly)	\$188.34	\$251.96	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
497	Commercial Irrigation Volume Rate Tier 1	\$3.34	\$3.34	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
498	Commercial Irrigation Volume Rate Tier 2	\$3.60	\$3.74	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
499	Commercial Irrigation Volume Rate Tier 3	\$4.36	\$4.84	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
500	Commercial Irrigation Volume Rate Tier 4	\$5.12	\$5.73	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
501	Commercial Irrigation Volume Rate Tier 5	\$5.65	\$6.43	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
	Residential Water Service Charge (Monthly) [outside city limits]			Per Meter		TWU	801 Wood Street	903-798-3800
502	Residential Water Service Charge 1 (Monthly)	\$15.00	\$15.75	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
503	Residential Water Service Charge 2 (Monthly)	\$15.00	\$15.75	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
504	Residential Water Service Charge 3 (Monthly)	\$17.01	\$18.92	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
505	Residential Water Service Charge 4 (Monthly)	\$21.99	\$26.76	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
506	Residential Water Service Charge 5 (Monthly)	\$27.99	\$36.21	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
507	Residential Water Service Charge 6 (Monthly)	\$42.00	\$58.28	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
508	Residential Water Service Charge 7 (Monthly)	\$62.01	\$89.79	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
509	Residential Water Service Charge 8 (Monthly)	\$111.99	\$168.51	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
510	Residential Water Service Charge 9 (Monthly)	\$171.99	\$263.01	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
511	Residential Water Volume Rate Tier 1 [outside city limits]	\$3.23	\$3.68	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
512	Residential Water Volume Rate Tier 2 [outside city limits]	\$3.82	\$4.44	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
513	Residential Water Volume Rate Tier 3 [outside city limits]	\$5.64	\$6.21	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
514	Residential Water Volume Rate Tier 4 [outside city limits]	\$6.72	\$7.53	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
515	Residential Water Volume Rate Tier 5 [outside city limits]	\$7.66	\$8.85	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
	Residential Irrigation Service Charge(Monthly)(outside city limits)			Per Meter		TWU	801 Wood Street	903-798-3800
516	Residential Irrigation Service Charge 1 (Monthly)	\$15.00	\$15.75	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
517	Residential Irrigation Service Charge 2(Monthly)	\$15.00	\$15.75	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
518	Residential Irrigation Service Charge 3 (Monthly)	\$17.01	\$18.92	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
519	Residential Irrigation Service Charge 4 (Monthly)	\$21.99	\$26.76	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
520	Residential Irrigation Service Charge 5 (Monthly)	\$27.99	\$36.21	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
521	Residential Irrigation Service Charge 6(Monthly)	\$42.00	\$58.28	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
522	Residential Irrigation Service Charge 7(Monthly)	\$62.01	\$89.79	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
523	Residential Irrigation Service Charge 8(Monthly)	\$111.99	\$168.51	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
524	Residential Irrigation Service Charge 9 (Monthly)	\$171.99	\$263.01	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
525	Residential Irrigation Volume Rate Tier1(outside city)	\$3.63	\$4.10	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
526	Residential Irrigation Volume Rate Tier2(outside city)	\$4.22	\$4.80	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
527	Residential Irrigation Volume Rate Tier3(outside city)	\$6.54	\$7.26	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
528	Residential Irrigation Volume Rate Tier4(outside city)	\$7.68	\$8.60	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
529	Residential Irrigation Volume Rate Tier5(outside city)	\$8.48	\$9.65	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
530	Commercial Water Service Charge 1 (Monthly) [outside city limits]	\$17.25	\$18.00	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
531	Commercial Water Service Charge 2 (Monthly) [outside city limits]	\$17.25	\$18.00	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
532	Commercial Water Service Charge 3 (Monthly) [outside city limits]	\$21.54	\$23.43	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
533	Commercial Water Service Charge 4 (Monthly) [outside city limits]	\$29.23	\$34.19	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
534	Commercial Water Service Charge 5 (Monthly) [outside city limits]	\$38.08	\$46.76	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
535	Commercial Water Service Charge 6 (Monthly) [outside city limits]	\$73.91	\$89.99	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
536	Commercial Water Service Charge 7 (Monthly) [outside city limits]	\$116.62	\$143.99	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
537	Commercial Water Service Charge 8 (Monthly) [outside city limits]	\$213.51	\$269.94	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
538	Commercial Water Service Charge 9 (Monthly) [outside city limits]	\$282.51	\$377.94	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
539	Commercial Water Volume Rate Tier 1 [outside city limits]	\$5.98	\$6.83	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
540	Commercial Water Volume Rate Tier 2 [outside city limits]	\$6.70	\$7.82	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
541	Commercial Water Volume Rate Tier 3 [outside city limits]	\$7.51	\$8.96	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
542	Commercial Water Volume Rate Tier 4 [outside city limits]	\$8.41	\$10.25	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
543	Commercial Water Volume Rate Tier 5 [outside city limits]	\$9.42	\$11.73	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
544	Commercial Irrigation Service Charge 1 (Monthly) [outside city limits]	\$17.25	\$18.00	Per Meter	5/8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
545	Commercial Irrigation Service Charge 2 (Monthly) [outside city limits]	\$11.25	\$18.00	Per Meter	3/4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
546	Commercial Irrigation Service Charge 3 (Monthly) [outside city limits]	\$21.54	\$23.43	Per Meter	1" Meter Rate Study	TWU	801 Wood Street	903-798-3800
547	Commercial Irrigation Service Charge 4(Monthly) [outside city limits]	\$29.24	\$34.19	Per Meter	1.5" Meter Rate Study	TWU	801 Wood Street	903-798-3800
548	Commercial Irrigation Service Charge 5(Monthly) [outside city limits]	\$38.07	\$46.76	Per Meter	2" Meter Rate Study	TWU	801 Wood Street	903-798-3800
549	Commercial Irrigation Service Charge 6 (Monthly) [outside city limits]	\$73.91	\$89.99	Per Meter	3" Meter Rate Study	TWU	801 Wood Street	903-798-3800
550	Commercial Irrigation Service Charge 7(Monthly) [outside city limits]	\$116.63	\$143.99	Per Meter	4" Meter Rate Study	TWU	801 Wood Street	903-798-3800
551	Commercial Irrigation Service Charge 8 (Monthly) [outside city limits]	\$213.51	\$269.94	Per Meter	6" Meter Rate Study	TWU	801 Wood Street	903-798-3800
552	Commercial Irrigation Service Charge 9(Monthly) [outside city limits]	\$282.51	\$377.94	Per Meter	8" Meter Rate Study	TWU	801 Wood Street	903-798-3800
553	Commercial Irrigation Volume Rate Tier 1 [outside city limits]	\$5.01	\$5.01	Per 1,000 Gallons	Over zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
554	Commercial Irrigation Volume Rate Tier 2 [outside city limits]	\$5.40	\$5.61	Per 1,000 Gallons	Over 2,000 to 5,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
555	Commercial Irrigation Volume Rate Tier 3 [outside city limits]	\$6.54	\$7.26	Per 1,000 Gallons	Over 5,000 to 7,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
556	Commercial Irrigation Volume Rate Tier 4[outside city limits]	\$7.68	\$8.60	Per 1,000 Gallons	Over 7,000 to 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
557	Commercial Irrigation Volume Rate Tier 5[outside city limits]	\$8.48	\$9.65	Per 1,000 Gallons	Over 10,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
558	Residential Sewer Minimum Charge (Monthly)	\$12.50	\$13.00	Per Meter	Zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
559	Residential Sewer Volume Rate	\$4.50	\$4.80	Per 1,000 Gallons	Over 2,000 to 15,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800

FY 25 Master Fee List

Proposed 8/12/24

* Indicates that Authorizing Ordinances have not been enacted - Therefore, these fees will not be assessed prior to adoption of the appropriate ordinance(s)

Building Permit Fees to be Based on the FY Schedule of Fees in which the construction work is scheduled to begin.

Item Number	SERVICE/PERMIT	FY 24 RATE	FY 25 RATE	PER UNIT	OTHER INFORMATION	OFFICE	LOCATION	TELEPHONE
560	Residential Unmetered Sewer (Monthly) (from water supplied by sources other than TWU)	\$27.47	\$41.80	Per Sewer Connection	Flat Fee Rate Study	TWU	801 Wood Street	903-798-3800
561	Commercial Sewer Minimum Charge (Monthly)	\$12.50	\$13.00	Per Meter	Zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
562	Commercial Sewer Volume Rate	\$5.26	\$5.61	Per 1,000 Gallons	Over 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
563	Residential Sewer Minimum Charge (Monthly) [outside city limits]	\$18.75	\$19.50	Per Meter	Zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
564	Residential Sewer Volume Rate [outside city limits]	\$6.75	\$7.20	Per 1,000 Gallons	Over 2,000 to 15,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
565	Residential Unmetered Sewer Charge (Monthly) (from water supplied by sources other than TWU) [outside city limits]	\$41.20	\$62.70	Per Sewer Connection	Flat Fee Rate Study	TWU	801 Wood Street	903-798-3800
566	Commercial Sewer Minimum Charge (Monthly) [outside city limits]	\$18.75	\$19.50	Per Meter	Zero to 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
567	Commercial Sewer Volume Rate [outside city limits]	\$7.90	\$8.42	Per 1,000 Gallons	Over 2,000 gallons Rate Study	TWU	801 Wood Street	903-798-3800
568	CPI adjustment to water and sewer rates to include all minimum charges, volume charges, unmetered sewer rates and wholesale rates	4.00%	4.00%		CPI adjustment to all rates effective on first day of January each year per Ord. 290-01 and Code of Ordinances 29-27.2	TWU	801 Wood Street	903-798-3800
569	Emergency Sample Test Fee	\$150.00	\$150.00		After Hours Fee \$150 plus \$30 per sample	TWU	2700 New Boston Rd	903-798-3850
570	Minimum deposit to open water account for new customers or have had no more than 3 late payments	\$100.00	\$100.00	Per account	Flat Fee	TWU	801 Wood Street	903-798-3800
571	Maximum deposit to open water account for previous customers that have tampered/theft, poor pay history or owe a balance on an account	\$200.00	\$200.00	Per account	Flat Fee	TWU	801 Wood Street	903-798-3800
572	Deposit to open commercial water account	6 mo. Avg doubled and rounded up	6 mo. Avg doubled and rounded up	Per account	Flat Fee	TWU	801 Wood Street	903-798-3800
573	Contractor Backflow Test Fee	\$50.00	\$50.00	Each	Flat Fee	TWU	312 W4th Street	903-798-3870
574	IPP Eff Limitation Violation	\$25.00	\$25.00	Per Day	Flat Fee	TWU	312 W4th Street	903-798-3870

City of Texarkana, Texas

Developing Perspectives and Goals Pending Approval by the City Council:

Perspectives	Goals
Serve the Community	☐ Promote an Environmentally Sensitive & Livable Community ☐ Provide a Safe Community ☒ Deliver Quality Services ☐ Foster a Healthy Community
Run the Operations	☐ Enhance Community Preparedness & Responsiveness ☐ Maximize Partnership Opportunities ☒ Provide Courteous & Responsive Customer Service ☐ Model a Positive City Image ☒ Deliver Efficient Services ☐ Cultivate Community Involvement & Access
Manage the Resources	☒ Maintain Fiscal Strength ☒ Maximize Utilization & Resources ☐ Invest in Infrastructure & Transportation
Develop Personnel	☐ Develop a Skilled & Diverse Workforce ☐ Create a Positive & Rewarding Work Culture

Perspectives and Goals Additional Comments:

NONE

Resource Impact:

Staff time required if item is approved: No Additional

Other Potential Impacts:

NONE APPLICABLE

Public Information Plan:

☐ Newspaper Notice (Required by Statute)	☒ Public Hearing (Required by Statute)
☐ Public Forum/Input Session	☐ Press Release
☐ E-News Distribution	☐ Website Notice
☐ Social Media (Twitter, Facebook, etc.)	☐ Special Mailing
☐ Flyers Posted	☐ Banners Posted
☐ Survey	☐ Automated Phone Call
☐ None Required	☐

Other:

RESOLUTION NO. 2024-096**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS, ADOPTING THE FISCAL YEAR 2025 MASTER FEE LIST, INCLUDING REAUTHORIZATION OF BUILDING PERMIT FEES; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, municipal services generally serve the total city population; and

WHEREAS, these general municipal services are expected to be delivered on a scheduled or demand basis but paid for from general funds collected broadly via property taxes or sales taxes; and

WHEREAS, there are a number of municipal services that are provided on a demand basis or provided to a very restricted segment of the general population; and

WHEREAS, the guiding principle for funding these demand basic services or services targeting a very restricted segment of the population should be paid for by those who receive or request the specific service; and

WHEREAS, user fees are often established by local governments throughout Texas, and the nation, using the uniform basis of collected revenues offsetting the expenses incurred delivering the service, thus not requiring taxpayer subsidy; and

WHEREAS, Texarkana does provide a number of municipal services that are used by segments of the city and thus lend themselves to being provided subject to the beneficiary paying related user fees; and

WHEREAS, city staff has prepared a list of services that are generally not used by the whole collective of the city and therefore should be paid for by those who directly benefit from the service provided.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEXARKANA, TEXAS:

SECTION 1: That the City Council has reviewed the Master Fee List and has determined that the services listed are used by segments of the city and should appropriately be paid for by the charging and collecting of related user fees.

SECTION 2: That the Master Fee List will be reviewed annually and adjustments made to further align the user fee revenues with the costs of providing the designated services or city council directed percentages of the total costs of providing the designated service.

SECTION 3: That after holding a public hearing on reauthorizing building permit fees in the Master Fee List as required by Tex. Loc. Gov't Code §214.908, such fees are hereby reauthorized.

SECTION 4: That this Resolution shall be in full force and effect from and after adoption of this resolution.

PASSED-AND APPROVED in Regular Council Session on this the 26th day of August, 2024.

ATTEST:


JENNIFER EVANS, CITY SECRETARY


BOB BRUGGEMAN, MAYOR

6:42 pm

Attachment: 2024-096 RES Master Fee List FY 2025 signed (4296 : 2024-096 RES Approving Master Fee List for Fiscal Year 2025)