City of West University Place

A Neighborhood City

CITY COUNCIL
Susan Sample, Mayor
Bob Kelly, Mayor Pro Tem
Burt Ballanfant, Councilmember
Brennan Reilly, Councilmember
Mardi Turner, Councilmember

STAFF
M. Christopher Peifer, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

City Council Meeting Agenda

Notice is hereby given of a regular meeting of the City Council of West University Place to be held on **Monday, October 24, 2016** beginning at **6:30 p.m.** in the **Municipal Building** located at 3800 University Boulevard, West University Place, Texas, for the purpose of considering the following agenda items.

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

Agenda is as follows:

Call to Order
Pledge of Allegiance
Matters related to the notice of this meeting

1. <u>Chevron Houston Marathon</u>
Matters related to the 2017 Chevron Houston Marathon. *Recommended Action: Listen to presentation and take any desired action.* ***Ms. Susan White, Assistant Parks and Recreation Director*** [see Agenda Memo 1]

2. <u>Public Comments</u>
This is an opportunity for citizens to speak to Council relating to agenda and non-agenda items. If the topic the speaker wishes to address is on the agenda, the speaker can either speak at this time or defer his/her comments until such time the item is discussed. Speakers are advised that comments cannot be received on matters which are the subject of a public hearing once the hearing has been closed. Public comments must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments. Persons making irrelevant, personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. Speakers are required to register in advance and must limit their presentations to three minutes each.

3. <u>Wier Park Variance</u>
Matters related to approval of an equipment layout plan and variance to the existing zoning regulations tennis court lighting and fencing. *Recommended Action: Approve the Wier Park tennis court equipment layout plan as submitted and allow for a variance to the existing zoning regulations for the replacement tennis court lighting and fencing.* ***Ms. Susan White, Assistant Parks and Recreation Director*** [see Agenda Memo 3]

4. City Council Holiday Meeting Schedule

Matters related to rescheduling the meeting dates for November and December 2016 due to the Thanksgiving and Christmas holidays. *Recommended Action: Reschedule the Council meeting date from November 21 to November 7, 2016 and the Council meeting date from December 26 to December 5, 2016.* ***Mr. Chris Peifer, City Manager*** [see Agenda Memo 4]

5. Future Agenda Items

Matters related to future agenda items. *Recommended Action: Discuss and take any desired action.* ***City Council*** [see Future Agenda Items List]

6. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. City Council Minutes

Approve City Council Minutes of the October 1, 2016 Budget Workshop and October 3, 2016 Special Meeting. *Recommended Action: Approve Minutes.* ***Ms. Thelma Gilliam, City Secretary*** [see Minutes]

B. Appoint Member to the Senior Services Board

Matters related to the adoption of a resolution appointing Ann Crowley the Senior Services Board. *Recommendation Action: Adopt resolution appointing Ann Crowley to the Senior Services Board.* ***Ms. Toby Brooks, Senior Services Manager*** [see Agenda Memo 5B]

C. Fee Schedule Amendments

Matters related to an ordinance adopting amendments to the City of West University Place Fee Schedule. *Recommended Action: Approve an ordinance amending the fee schedule on the second and final reading.* ***Mr. Chris Peifer, City Manager*** [see Agenda Memo 5C]

7. Adjourn

In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Council Chambers is wheel chair accessible from the west entrance and specially marked parking spaces are available in the southwest parking area. Special seating will be provided.

I certify that the attached amended notice and agenda of items to be considered by the West University Place City Council on October 24, 2016 was posted on the Municipal Building bulletin board on October 21, 2016 at approximately 3:45 o'clock p.m.

(SEAL)

Thelma A. Gilliam, City Secretary

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 24, 2016	**AGENDA ITEM:**	1
DATE SUBMITTED:	October 11, 2016	**DEPARTMENT:**	Parks and Recreation
PREPARED BY:	Susan White	**PRESENTER:**	Susan White, Assistant Director; Brant Kotch, Chevron Houston Marathon Board of Directors President; and John Stokes, Chevron Houston Marathon Committee Member
SUBJECT:	**Request for Authorization of Street Closures and Installation of Temporary No Parking Signage for 2017 Chevron Houston Marathon**		
ATTACHMENTS:	**2017 Chevron Houston Marathon Course Map**		

EXPENDITURE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
ACCOUNT NO.:	N/A
ADDITIONAL APPROPRIATION REQUIRED:	N/A
ACCOUNT NO.:	N/A

EXECUTIVE SUMMARY

The City of West University Place has historically supported the Chevron Houston Marathon by means of allowing a portion of the race course to be held within the city limits. In order to ensure participants safety and the efficiency of the race, the course streets must be closed to all vehicular traffic, beginning at 6:30 a.m. and re-opening by 11:30 a.m. on Sunday, January 15, 2017. "No Parking" signs will be temporarily placed along the route approximately 48 hours prior to the event.

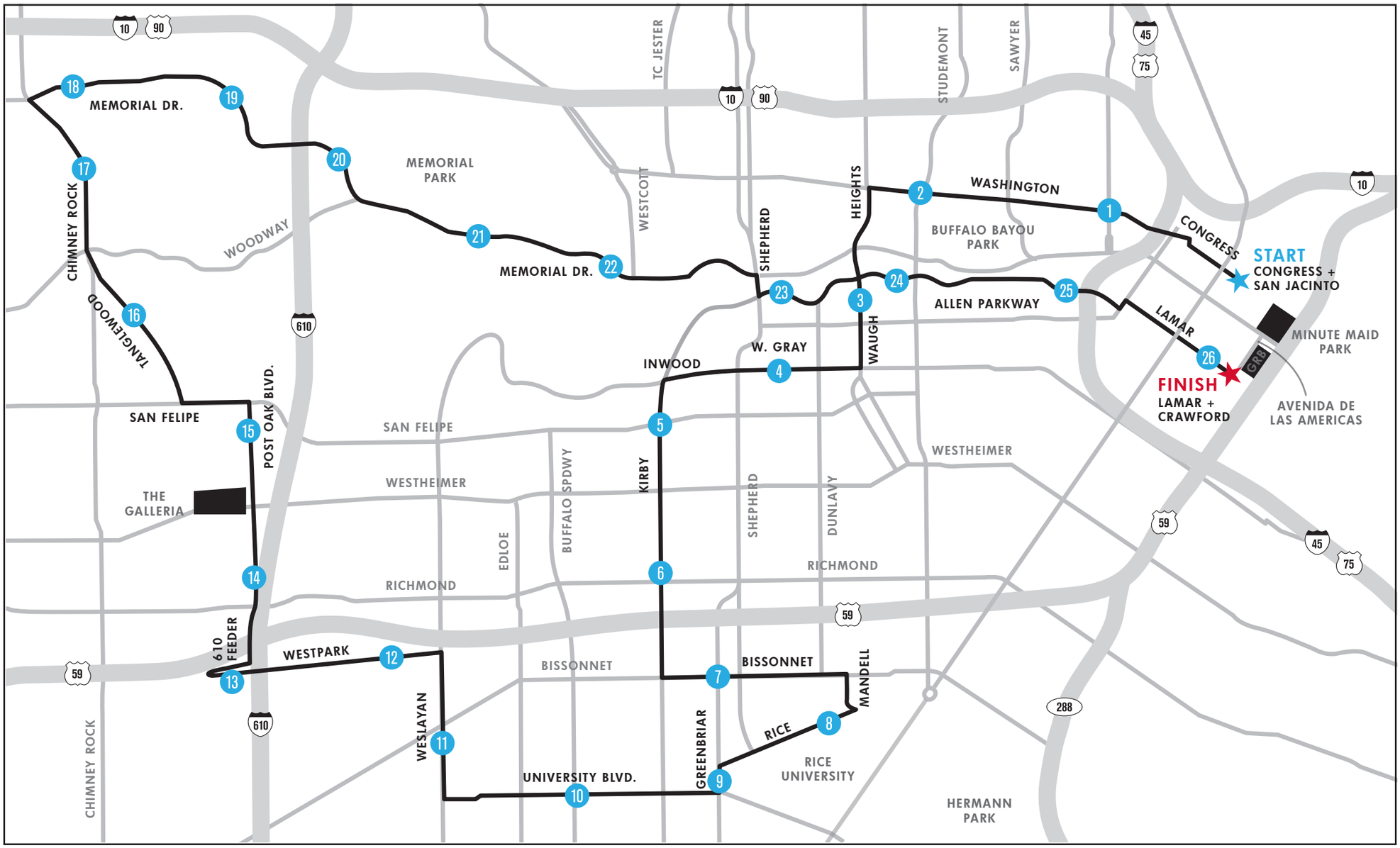
The City also hosts an official "Marathon Hoopla Station" at City Hall. This "station" is at the 10.5 mile mark of the marathon and is "home" to the annual Mayor's Marathon Breakfast, which includes a lively band to help encourage the race participants and provides a location for spectators to view the race and encourage the runners along.

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to take the necessary actions to support the 2017 Chevron Houston Marathon event in West University Place.

CHEVRON HOUSTON MARATHON

SUNDAY, JANUARY 15, 2017



MILE MARKER

START
CONGRESS + SAN JACINTO

FINISH
LAMAR + CRAWFORD

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 24, 2016	**AGENDA ITEM:**	3
DATE SUBMITTED:	October 13, 2016	**DEPARTMENT:**	Parks and Recreation
PREPARED BY:	Susan White	**PRESENTER:**	Susan White, Asst. Parks Director

SUBJECT: Request for City Council to Grant Zoning Regulation Variances

ATTACHMENTS: Wier Park Tennis Court Equipment Layout Plan

EXPENDITURE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
ACCOUNT NO.:	
ADDITIONAL APPROPRIATION REQUIRED:	N/A
ACCOUNT NO.:	N/A

EXECUTIVE SUMMARY

City Council has approved funding for the demolition and removal of the existing tennis court lighting system and purchase of the new Musco lighting system at Wier Park. The removal and replacement of the tennis court fencing is in the 2017 Parks and Recreation operating budget. Wier Park is located in a Single Family (Detached) Zoning District (SFD). In Table 7-5b, Note 1 of the Zoning Ordinance, a tennis court may be located in a SFD zoning district provided it meets the following: 1) be a private accessory structure for a single building site, (ii) be used for residential purposes only, (iii) be open to the sky, but enclosed and screened to a height of at least eight feet on all sides, and (iv) never be lighted for play. This project would cause non-conformance with this note. Additionally, the proposed light poles do not meet the height restriction of 8’ and will contain hooded bulbs that are directed toward the ground. The tennis court fencing is higher than 8’ and is not at or near the property lines and encroaches into the front setback.

Likewise, when Colonial Park, the Recreation Center, and the Judson Park Tennis Court were constructed, City Council granted variances under provisions in Article 6, Section 6-101, which allow non-conformities that have been approved by City Council and are under the control of the City. In order to be compliant with the zoning regulations, Council will need to approve the plans to allow for the replacement tennis court lighting and fencing to be installed, which will be located in the same areas as they exist currently.

RECOMMENDATION

Staff recommends that City Council approve the Wier Park tennis court equipment layout plan as submitted and allow for a variance to the existing zoning regulations for the replacement tennis court lighting and fencing.

SCALE IN FEET 1 : 30

0' 30' 60'

Pole location(s) ⊕ dimensions are relative to 0,0 reference point(s) ⊗

MY PROJECT

Name: **Weir Park Tennis Courts**
Location: Houston,TX

EQUIPMENT LAYOUT

INCLUDES:
· Tennis-1

Electrical System Requirements: Refer to Amperage Draw Chart and/or the **"Musco Control System Summary"** for electrical sizing.

Installation Requirements: Results assume +/- 3% nominal voltage at line side of the ballast and structures located within 3 feet (1m) of design locations.

EQUIPMENT LIST FOR AREAS SHOWN

Pole				Luminaires		
QTY	LOCATION	SIZE	GRADE ELEVATION	MOUNTING HEIGHT	LAMP TYPE	QTY / POLE
3	T1-T2, T4	40'	-	40'	1500W MZ	2
1	T3	40'	-	40'	LED 5700K - 75 CRI	1*
				40'	1500W MZ	2
4	TOTALS					9

* This structure utilizes a back-to-back mounting configuration

SINGLE LUMINAIRE AMPERAGE DRAW CHART

Ballast Specifications (.90 min power factor)	Line Amperage Per Luminaire (max draw)						
Single Phase Voltage	208 (60)	220 (60)	240 (60)	277 (60)	347 (60)	380 (60)	480 (60)
1500 watt MZ	8.6	8.3	7.5	6.5	5.1	4.7	3.7
96 LED	2.5	2.3	2.1	1.9	1.5	1.4	1.1

ENGINEERED DESIGN

By: **Greg Beatty**
File # / Date: 180931B 19-Aug-16

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EQUIPMENT LAYOUT

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 24, 2016	**AGENDA ITEM:**	4
DATE SUBMITTED:	October 18, 2016	**DEPARTMENT:**	Administration
PREPARED BY:	Thelma Gilliam, City Secretary	**PRESENTER:**	M. Chris Peifer, City Manager
SUBJECT:	Rescheduling City Council Meetings		
ATTACHMENTS:	None		

EXPENDITURE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
ACCOUNT NO.:	N/A
ADDITIONAL APPROPRIATION REQUIRED:	N/A
ACCOUNT NO.:	N/A

EXECUTIVE SUMMARY

Each year City Council typically changes the second meeting dates in November and December due to the holidays.

This year the second Council meeting in November (November 28) falls on the Monday following the Thanksgiving holidays, so due to possible travel conflicts of Council, residents and staff, it is being proposed to change the second meeting date in November to November 7th.

The second meeting in December falls on December 26, which is the Monday after the Christmas holiday, so it is being proposed to change that meeting to December 5th to coincide with the tree lighting ceremony as well as to accommodate possible travel schedules of Council, residents and staff during that period.

The regular scheduled meetings of November 14th and December 12th would remain as scheduled.

RECOMMENDATION

Staff recommends changing the November 28, 2016 Council meeting to November 7th and the December 26th Council meeting to December 5th.

FUTURE AGENDA ITEMS

Shaded items are on immediate agenda

10/24/16	Senior Services Board Appointment (Consent Agenda)	Matters related to the adoption of a resolution appointing Ann Crowley the Senior Services Board. *Recommendation Action: Adopt resolution appointing Ann Crowley to the Senior Services Board.* ***Ms. Toby Brooks, Senior Services Manager***
10/24/16	Chevron Houston Marathon	Matters related to the 2017 Chevron Houston Marathon. *Recommended Action: Listen to presentation and take any desired action.* ***Ms. Susan White, Assistant Parks and Recreation Director***
10/24/16	Wier Park Variance	Matters related to approval of an equipment layout plan and variance to the existing zoning regulations tennis court lighting and fencing. *Recommended Action: Approve the Wier Park tennis court equipment layout plan as submitted and allow for a variance to the existing zoning regulations for the replacement tennis court lighting and fencing*. ***Ms. Susan White, Assistant Parks and Recreation Director***
10/24/16	Council Meeting Holiday Schedule	Matters related to changing the meeting dates for November and December 2016 due to the Thanksgiving and Christmas holidays. *Recommended Action: Discuss and take any desired action.* ***Mr. Chris Peifer, City Manager***
11/14/16	Ordinance Calling Joint Public Hearing (Building Site Designations)	Matters related to the first and final reading of an ordinance calling for a joint public hearing for possible amendments to the Zoning Ordinance regarding building site designations; the definition of school use; curb cuts; and through lots. *Recommended Action: Approve ordinance calling for a joint public hearing for possible amendments to the Zoning Ordinance regarding building site designations, the definition of school use, curb cuts, and through lots on the first and final reading.* ***Ms. Debbie Scarcella, City Planner***
11/14/16	Ordinance Calling Joint Public Hearing (Parking Spaces)	Matters related to the first and final reading of an ordinance calling for a joint public hearing for an amendment to the zoning ordinance regarding the minimum number of parking spaces required in town center commercial district. *Recommended Action: Approve ordinance calling for a joint public hearing for an amendment to the Zoning Ordinance regarding the minimum number of parking spaces required in the Town Center Commercial District.* ***Ms. Debbie Scarcella, City Planner***
11/14/16	Advance Funding Agreement	Matters related to an Advance Funding Agreement for a Surface Transportation Program (STP) between the Texas Department of Transportation and the City of West University Place. *Recommended Action: Approve Agreement.* ***Mr. Dave Beach, Public Works Director***
11/14/16	West U Aquatics MOU	Matters related to a 2017 Memorandum of Understanding between the City of West University Place and West University Aquatics. *Recommended Action: Approve Memorandum of Understanding.* ***Ms. Susan White, Assistant Parks and Recreation Director***

11/14/16	West U Baptist Church MOU	Matters related to a 2017 Memorandum of Understanding between the City of West University Place and West University Baptist Church. *Recommended Action: Approve Memorandum of Understanding.* ***Ms. Susan White, Assistant Parks and Recreation Director***
11/14/16	Tri-Sports MOU	Matters related to a 2017 Memorandum of Understanding between the City of West University Place and Tri-Sports. *Recommended Action: Approve Memorandum of Understanding.* ***Ms. Susan White, Assistant Parks and Recreation Director***
11/14/16	Library Improvements	Matters related to authorizing the city manager to award a contract for library improvements. *Recommended Action: Authorize city manager to award a contract for library improvements.* ***Mr. Dave Beach, Public Works Director***
11/14/16	Video Distribution of Council and Board Meetings	Matters related to posting videos of Council and Board meetings on the City's website. *Recommended Action: Discuss and take any desired action* ***Mr. Gary McFarland, IT Director***
01/23/17	Calling the General Election	Matters related to the 2017 election, including designating election precincts and the polling place. ***Ms. Thelma A. Gilliam, City Secretary***
TBD	Friends 2017 Projects	Matters related to funding of the Friends of West University Place Parks 2017 projects. ***Ms. Susan White, Assistant Parks and Recreation Director***
TBD	Scout House Lease	Matters related to approval a lease between Houston Independent School District (HISD) and the City of West University Place (City) for the City's use of the Scout House. *Recommended Action: Authorize the City Manager to execute the lease agreement between the City and HISD for use of the Scout House.* ***Ms. Susan White, Assistant Parks and Recreation Director Ms. Susan White, Assistant Parks and Recreation Director***
TBD	Jennie Elizabeth Hughes Park (Approval of Final design)	Matters related to approval of the final design and authorization to proceed with construction of the Jennie Elizabeth Hughes Park. *Recommended Action: Approve the final design and authorize proceeding with construction of the Jennie Elizabeth Hughes Park.* ***Ms. Susan White, Assistant Parks and Recreation Director***
TBD	Liberty Hill Park	Matters related to a donor underwriting the project for the entry point at Liberty Hill park. *Recommendation Action: Discuss and take any desired action.* ***Ms. Susan White, Assistant Parks and Recreation Director***
TBD	Pending Litigation Matters	Matters related to an update by the City Attorney regarding the status of City litigation. ***Mayor Susan Sample at the request of Councilmember Reilly***
TBD	Pier and Beams	Matters related to the City's Code of Ordinances as it relates to Pier and Beams. *Recommended Action: Discuss and take any desired action.* ***Mayor Susan Sample***
TBD	Park Acquisition and Development	Matters related to a report from the Parks Board and staff regarding a presentation relating to current and previous parks surveys. ***City Council***

TBD	Park Acquisition and Development	Matters related to the status of the work with the Evelyn's Park Conservancy and the planning efforts with CenterPoint. ***Ms. Susan White, Assistant Parks and Recreation Director***
TBD	WU Rec Center Campus Parking Lot	Matters related to the proposed expansion of the parking lot on the ELPH Pipeline Property / West Side of the campus. *Recommended Action: Discuss and take any desired action.* ***Ms. Susan White, Assistant Parks and Recreation Director***
TBD	Safe Pedestrian Crossing	Matters regarding the investigation and installation of a safe pedestrian crossing at the railroad tracks on the north side of Bellaire Boulevard. *Recommended Action: Discuss and take any desired action.* ***Ms. Susan White, Assistant Parks and Recreation Director***
TBD	Evelyn's Park Development	Matters related to the development of Evelyn's park in Bellaire, including possibility of shared parking arrangements with the City of Bellaire for Evelyn's park. *Discuss and take any desired action.* ***Ms. Susan White, Assistant Parks and Recreation Director***
TBD	Texas Ethics Commission Opinion	Matters related to a Texas Ethics Commission opinion relating to the content of articles written in *City Currents*. *Recommended Action: Discuss and take any desired action.* ***Councilmember Brennan Reilly***
TBD	Parking Survey	Matters related to a parking survey. *Recommended Action: Discuss and take and desi action.* ***Mr. Dave Beach, Public Works Director***
TBD	Town Center Zoning	Matters related to Town Center Zoning. *Recommended Action: Discuss and take any desired.* ***City Council***
TBD	Poor Farm Ditch	Matters related to Poor Farm Ditch. *Recommended Action: Discuss and take any desired action.* ***Mayor Susan Sample***
TBD	Buffalo Speedway	Matters related to Buffalo Speedway Replacement Project. ***Mr. Chris Peifer, City Manager***

10/21/2016 1:24:55 PM

The City of West University Place

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CITY COUNCIL BUDGET WORKSHOP MINUTES

The City Council of the City of West University Place, Texas, met in Budget Workshop on **Saturday, October 1, 2016**, in the Municipal Building, 3800 University, West University Place, Texas beginning at **9:00 a.m.**

Agenda Items were as follows:

Call to Order. Mayor Sample called the meeting to order at 9:05 a.m. in the City Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Kelly, Councilmembers Ballanfant (arrived at 10:05 a.m.), Reilly and Turner, Interim City Manager Peifer, City Secretary Lenz, Executive Staff and Treasurer Renea Dobbs

Notice of the Budget Workshop was duly posted in accordance with the Texas Government Code, Chapter 551.

1. <u>City Finances, Facilities Programs, 2016 Tax Rate & 2017 Budget and Fees</u>
Matters related to city finances, 2016 tax rate, the 2017 Budget and fees, including revenues and expenditures for current and future years for all funds. ***Mr. M. Chris Peifer, City Manager***

City Manager Peifer and Finance Director Daugherty presented and stated:

- This is a relatively lean and conservative budget and that staff starts and finishes each year with a zero based budget.
- The big items this year are salary and benefits, which includes a 1 percent Cost of Living Adjustment (COLA) and 2.1 percent pay-for-performance.
- The proposed budget also reestablishes reserves in solid waste and brings the City in compliance in general funds and the water & sewer fund.
- The major increase in addition to the salary benefits is personnel cost for three positions in the police department – two police officers and one emergency dispatcher. He said there are also costs included in the budget for cameras at two intersections in the City for security monitoring.
- The cost for these increases is $488,000. If the City is looking at cutting the budget to get to the effective rate, a combination of the proposed increases would need to be reduced to $371,000.
- The two intersections are for the first year of a four-year program to outfit all major entry points into the City with security monitoring.
- There is also a downward trend on sales tax and a 50 percent downward trend on new building permits.
- The City is coming off of a year of wet weather where the City didn't sell as much water as it thought it would and because of that there wasn't the ability to transfer large amounts from the water sewer fund.
- The proposed budget results in roughly a 1 ½ percent rate reduction, which totals a 4 ½ cents reduction in the tax rate over the course of this Council's two-year tenure.

DRAFT

At this time, the City Manager and Finance Director reviewed the budget process and some of the budget highlights:

Overview – Financing Sources:

- The tax rate used to support this proposed budget is $0.31680 per $100 value, with $.18557 supporting Maintenance & Operations and $0.13123 supporting Debt Service. This is a $0.01499 decrease in the overall tax rate and $0.00001 less than the not-to-exceed tax rate of $0.31681.
- Minor decrease in license, permits and fees continuing the trend of lower expectations for building and contractor permit revenue.
- No proposed increases in water and sewer rates pending the results of the 2016 water & sewer rates study and a pass through increase from the City of Houston early in 2017.
- No proposed increase in solid waste fees.
- Transfers are increased due primarily to the 2016 refunding of the last of the Water/Wastewater Revenue Bonds whereby the services of the refunding bonds is in the Debt Service fund. The Water & Sewer fund transfers funding for its share of those refunding bonds for the Debt Service fund.

Overview – Financing Uses:

- Personnel (service) increases of $2.00 million
- Operating increases of $523,918
- Capital outlay increases of $323,975
- Transfer out increases of $0.26 million

Overview – Personnel

- 2016 Compensation includes the full year funding of the updates to the compensation plan as approved in the 2016 budget.
- Includes a 1% structure/COLA and salary adjustment on January 1, continuing the compensation policy approved in the 2015 budget as well as an average 2.1% merit increase on anniversary date.
- TMRS funding rate is budgeted at 13.74% for 2017, which is slightly up from 13.01% in 2016. The increase is primarily attributable to the TMRS actuarial assumption changes recommended to the TMRS Board as a result of the required actuarial experience study.
- Increase of three public safety positions totaling $288,100 in compensation and benefits.

Property Tax Rate Comparisons (based on a $1,000,000 valuation)

- 2016 Proposed Rate – 0.31680
- 2016 Effective Rate – 0.31119
- 2015 Tax Year Rate – 0.33179

General Fund:

- Fund Sources
  - Tax rate for Maintenance & Operations: $0.18557 per $100 valuation, a slight increase from the 2015 rate of $0.18321
  - Proposed rate vs Effective rate revenue at the certified collection rate of 99.64%:
    - $305,935 revenue increase due to existing values
    - $19,855 Revenue increase due to growth in existing values
    - $3,967 revenue increase due to new values
  - All other sources relatively stable but trending downward

- Highlight of Increases in General Fund:

DRAFT

- Compensation plan updates - $473,167 and $581,420 increase in compensation and benefits, respectively. Includes three public safety positions totaling $288,100 in compensation and benefits.
- Operating expenditure net increase over 2016 budget of $118,045, primarily due to a net increase of $167,775 in other equipment. $200,000 of this net increase is attributable to security cameras at two intersections that are to be determined.

Budget Highlights by Department

- Administration
  - Elimination of Communication Manager position
  - Legal fees: Increase of $40,000 from $145,000 to $185,000

- Finance
  - Additional $31,400 for medical benefit premium increases for retirees charged from the Employee Benefits fund (city-wide division)
  - Additional $58,700 for other benefits charged from the Employee Benefits fund
  - Additional $26,650 in insurance premiums charged by TML for general liability, auto liability, real & personal property, etc.

- Police
  - Additional 208,200 for the addition of two patrol officers
  - Additional $79,900 for one emergency telecommunications operator
  - Additional $200,000 (year 1 of 4) for installation of security cameras at designated locations

- Fire
  - Increase in compensation for holiday-on-duty pay. Prior years' budgets did not account for the additional compensation required to be paid for holiday-on-duty hours

- Public Works
  - Added $25,000 for a new annual maintenance program to address water ponding in the curb line due to shifting caused by trees and soil movement from natural causes
  - Net $22,500 reduction in other equipment expenses in the facilities maintenance division budget due to the purchase of a lift in 2016
  - Net $35,000 reduction for consultants' expenses in the planning division budget due to no longer a need for planning consulting associated with the Comprehensive Plan and Subdivision Ordinance that was budgeted in 2016.

- Parks and Recreation
  - Includes estimate for retirement of Parks and Recreation Director
  - Additional $8,000 for the paver replacement at the entry of the Community Building
  - Additional $7,000 for a pilot program for three dual Big Belly Solar Trash Compacting Systems at Wier Park
  - Additional $24,600 decrease in Colonial Park swimming pool maintenance due to items budgeted and completed in 2016

General Debt Service Fund Highlights

- Tax rate for debt $0.13123 per $100 valuation, a decrease of $0.01735 or 11.68% from the 2015 debt tax rate of $0.14858
- Debt service based on current outstanding debt – any new debt will increase future year's debt service

DRAFT

Water and Sewer Fund Highlights

- No scheduled rate increase
- The City of Houston has notified the City of pending rate increases for water purchases. When a rate notification is received, a rate increase will be proposed to fund the increased cost of water
- Removed $75,000 for water and sewer rate study budgeted in 2016
- Added $42,600 for electric service based on 2016 usage
- Added $30,000 for contract labor

Solid Waste Fund Highlights:

- The 2017 budget reduces the transfer to the general fund for the purpose of restoring the fund balance reserve to 10% of estimated revenues and eliminating the need in 2017 for a rate increase. The reserve was eliminated in the 2014 budget to mitigate the need for a solid waste increase.
- Due to continuing inflationary operations increases, the avoidance of annual rate increases will be difficult to maintain.
- Restoration of the reserve requirement is in agreement with industry budgeting best practices.

Internal Service Funds

- Provides budgetary and accounting controls over Employee Benefits, Vehicle Replacement, Technology Management and Equipment Replacement

Vehicle Replacement Fund Highlights

- Replace/Refurbish vehicles and machinery ($81,000)

Technology Management Fund Highlights

- Hardware and software maintenance contracts: $510,580
- Telecommunications/Data/Radio: $270,000
- Consultants: $15,000
- High Tech Replacements: $90,000

Equipment Replacement Fund Highlights

- Underground Storage Tank: $188,440
- Submersible pumps: $24,500
- Conflict Monitors – Traffic Signals: $5,600

Capital Improvement Funds

- Capital Project Fund
  - Animal Control Shelter: $200,000
- Transportation/Drainage Fund
  - Miscellaneous drainage improvements
- Water & Sewer Capital Projects Fund
  - Lift station renovations #8-12: $200,000
  - Bissonnet water line replacement: $250,000
  - WWTP Clarifier replacement (#2 of 2): $250,000

2017 City Fee Schedule

- No significant overall changes in city fees
- The Fire Department is proposing to replace the ambulance service fee schedule, section F.002, with an expanded schedule to include the Medicare/Medicaid billing rates
- The Public Works Department is proposing the change or addition of the following fees:

DRAFT

- New construction permit (from $.48 to $.55)
- Fence or wall permit fee ($.85 per linear foot; $30 minimum changed from $.075 per foot; $25 minimum
- Residential House Plumbing and Gas (Changed from $250 to $300)
- Replacement Planting Fee per Caliper Inch (New fee for replacement trees when planting on site is not an option)
- Cost of notices (Changed from $150 to $200)
- Water Meter Replacement Charges (NEW) – Includes cost for labor and misc. materials
  - Replace damaged ¾" water meter: $300
  - Replace damaged 1" water meter: $400
  - Replace damaged 1 ½" water meter: $900
  - Replace damaged 2" water meter: $1,000

Mayor Sample recessed the workshop at 10:15 a.m.

Mayor Sample reconvened the workshop at 10:35 a.m.

After the break, each fund was discussed individually, beginning with the General Fund and the transfers out of the Water and Sewer Fund.

Finance Director Daugherty discussed the transfers out, with highlights being as follows:

- The budget for water and sewer overstated revenue for the past couple of years, so this budget fixes the overstatement of revenue and reduces the transfer to the general fund to keep water and sewer fund stable
- Reduced the transfer from the solid waste fund to the general fund to reinstate the solid waste reserve
- The water & sewer transfer to the capital project fund for 2016 is reduced and is eliminated in 2017. After the completion of the water & sewer rate study in late 2016, the transfers will be reviewed for reinstatement
- The transfer estimates were reduced in 2016 in an effort to avoid a water & sewer fund deficit for 2016
- In order to maintain the general fund's funding allocation from 2016, the amount reduced in 2016 was added back in 2017. This allocation transfer to the general fund will be evaluated and continuation and level of participation will be decided after the finalization of the water & sewer rate study

Councilmember Reilly said under the proposed budget, there will be a balance in the equipment replacement fund of $1.946 million and the total expenditures over the next five years for that fund are $1.61 million, so the City is currently overfunding that account. He said at the end of 2017, the City will have enough money to pay for every single thing over the next five years and have $300,000 left over, which is where the City needs to be to get to the effective tax rate. He said he is concerned that taxpayers who have paid taxes over the last 10 years to pay for the City's infrastructure improvements, which is close to being paid off, are now being asked to pay for what will be bought in the next five years.

City Manager Peifer said staff takes a straight-line inflationary factor approach to fund the equipment replacement fund and it would be a policy decision from Council to deviate from staff's methodology.

Councilmember Reilly said he isn't saying that the City shouldn't put money in the equipment replacement fund, but appears to him that it is being overfunded.

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Mr. Peifer said as the $1.9 million over the next five years get expended, the new amortization factor for that same piece of equipment may be half of what it was, so there will be a natural attrition.

Councilmember Reilly said he understands that, but it should be factored in with the budget each year and staff should amortize the costs more equitably. He said the equipment fund jumped from $55,000 in 2014 to $866,000 now. Ms. Daugherty said that's because a lot more equipment has been added.

After further discussion regarding the equipment and vehicle replacement funds, Councilmember Reilly then had questions regarding the transfers from the wastewater and solid waste fund. He said last year the City budgeted $1.5 million to transfer from water and sewer and solid waste into the general fund, but is asking why staff is saying that the actual transfer will end up being $1,000,000 less. Ms. Daugherty said due to budget presentation errors in prior years for water and sewer, she has to reduce the current year transfer to the general fund, otherwise the City would need a significant tax rate increase to cover the $1,000,000.

Finance Director Daugherty said a water and sewer rate study is supposed to be completed by the end of this year and once received staff can evaluate the water and sewer fund to see what kind of rate increases the City should have.

Councilmember Reilly said if the water and sewer rate study is going to drive decisions, why is the transfer being made now? Finance Director said because water and sewer for 2016 will be in a deficit and this is to cover the deficit.

Councilmember Reilly said in 2014 $1.25 million was transferred to the general fund, in 2015 $1.25 was transferred, and $1.2 million was budgeted last year. He asked why the City is going from $1.25 million to effectively $400,000 in 2017.

City Manager Peifer said the reason to maintain reserves is that the City is building reserves in both of the funds and maintaining the compliant 10 percent reserve. Finance Director Daugherty said staff is doing the same thing in the solid waste fund. She said staff reduced that transfer to the general fund from $330,000 to $59,000.

Councilmember Reilly said since 2014, the City has allocated $310,000 from the solid waste fund to the general fund and in 2017 staff is dropping it to $59,000. City Manager Peifer said the good years went away. He said if $700,000 was taken between then and what is there today, there wouldn't be 10 percent reserve in that account.

Councilmember Reilly said it appears to him that rather than trying to peg that to overhead, staff's pegging it to reserve. Finance Director Daugherty said, yes, staff is using that account to fix the reserve and City Manager Peifer said it is being proposed that it be done in one year in order to accomplish the goal of a 10 percent reserve.

Councilmember Reilly asked staff what is the appropriate amount of overhead allocation. City Manager Peifer responded that staff is hoping to substantiate that amount with the rate study to find out what the market says should be in there and what it should bear.

Councilmember Reilly said it seems staff is "sucking" money from the general fund, at least for this year, to build up the reserves and asked if that is appropriate or is it more appropriate to build that reserve and maintain that reserve based upon the rate study. Finance Director Daugherty said it

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makes more sense to increase the rates now to be able to cover the 2016 deficit, but she doesn't think anyone wants to increase the rates that much right now and then have another increase in April.

Councilmember Reilly said the reserve shouldn't be built in one year. Finance Director Daugherty said she would rather do it all in one year and get it out of the way. Councilmember Reilly said if the reserve is built up as part of the rate study and the future rates, then it means that the fund is really self-supporting. Finance Director Daugherty said all she is trying to do is fix the 2016 deficit and not have a huge tax increase for 2017.

Councilmember Reilly said the extent of what staff is doing is setting a number to get a reserve target rather than based upon the actual cost allocation. He said is there a number in between the 1.25 million and $400,000 that is more justified. Finance Directory Daugherty said no there isn't.

Mayor Pro Tem Kelly said he is hearing from residents that they are hurting and they can be helped by letting the reserves drop from 10 percent to 5 percent in order to lower taxes. He said the City doesn't have to build the reserves back up in one year.

Finance Directory Daugherty pointed out that the water and sewer fund and the general fund are tied to bond ratings so if the reserves are effected the City's bond rating could potentially be effected.

Councilmember Ballanfant said citizens are interested in what their overall costs are to operate the City. He said the financial data shows that what the City is paying on its debt service is declining rapidly, so what the City has to charge taxpayers and the water rates aren't very big issues for West University Place. He said the City only has a couple of more years to pay the enormous debt service it has been paying for the last 10 or 12 years so it doesn't have to worry about the small amounts and how much is being generated by the sale of water. He said it's an extremely small driver of the City's overall financial capacity.

Councilmember Turner disagreed with Councilmember Ballanfant. She said Bellaire just had to raise their water rates by a large number and she doesn't want to see that happen.

Councilmember Ballanfant said he doesn't think that kind of number is on the table and Councilmember Turner said the City doesn't know yet because the water and sewer rate study has not been done and the City doesn't know what the City of Houston will charge. She said there are two very large unknowns on the water and sewer rate.

Mayor Pro Tem Kelly said that doesn't solve the problem right now. He said to get the City to the effective tax rate, how much is needed. City Manager Peifer said $371,000.

Mayor Sample asked how much does the budget increase with the added police officers and security cameras. City Manager Peifer responded $488,000.

At this time Council discussed departmental budgets and funds highlights:

Administration:

- Councilmember Turner asked about the funds for the citizen's academy. City Manager Peifer said it's a placeholder.
- Councilmember Turner asked about the city manager's contingency fund. Finance Director Daugherty responded that in the past, that fund was used for things that came up at the last minute. She said the City Manager has to authorize spending from the fund.

- Councilmember Reilly said he thinks the City Manager's shift to more of an emphasis on merit pay and less of an emphasis on the Cost of Living Adjustment (COLA) is fantastic.

Finance:
No comments.

Police Department

- Councilmember Turner said there are two new officers, but there is also an increase of $245,000 for overtime. She asked if staff expects the same level of overtime requirements with the two new officers. Chief Walker said he hopes not. He said if fully staffed, the overtime numbers should go down, but staff needs to budget for the overtime just in case. Also, he said, it takes a long to get an officer hired so overtime will be needed in the meantime.

- Councilmember Reilly inquired about the operational costs for security cameras. IT Director McFarland said per GSA prices, the recurring costs can be either software only or software and hardware. The annual cost for software only per intersection will be $1,000 to $2,000, but if hardware is included it could be between $5,000 and $10,000. In response to how long the cameras last, Mr. McFarland guesstimated an average of 5 to 7 years, but said he is not that familiar with the durability of the equipment.

- In response to Councilmember Reilly's question as to the value of the security cameras to the Police Department, Chief Walker said it would be wonderful to have them at all eight intersections, but it's hard to say the value. He said hopefully when the criminals figured out what the City is doing, they would go somewhere else.

- Councilmember Reilly asked if the cameras would have real time monitoring. Police Chief said they could, but the cost would increase due to having to have a person monitoring the system.

- In response to Councilmember Reilly's question as to whether the Police Chief would rather have the two security cameras or two patrol officers, Chief Walker said officers.

- Councilmember Turner asked how much information has the City received from the cameras at the Rec Center. Chief Walker responded that the City has received suspect information.

- In response to Councilmember Turner's inquiry as to the number of cameras around the City, IT Director McFarland responded that there are 120 cameras inside and outside of City facilities and parking lots.

- Mayor Pro Tem Kelly asked if the two additional police officers would make an immediate impact in the City. Chief Walker said, yes, he could see them making an impact over time. He said he's not saying that if Council approves the positions the City won't have crime issues, but rather it would have more resources to be proactive.

- Mayor Pro Tem Kelly asked if the visual presence of the police tend to have an impact on crime. Chief Walker said he thinks it has an impact on where crime occurs. Mayor Pro Tem Kelly asked Chief Walker if he sees the two additional officers as giving a more active police presence. Chief Walker said they would be assigned duties according to wherever they are needed at the time.

- Councilmember Reilly pointed out that it would be a 21% increase in the budget from 2016 to fund the two officers. He said once fully implemented, the cameras will cost $150,000 a year and a police officer's budgeted cost is $104,000 a year, so he asked Chief Walker if he would

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rather have all 8 cameras or a third police officer. Chief Walker said a third police officer. He said the two officers would give the City what it needs right now, but he doesn't know what is going to happen next year. He also said cameras are stationary.

- Mayor Pro Tem Kelly asked Chief Walker in what way does he see the cameras benefitting the City, considering the costs. Chief Walker said long-term they will be a deterrent, but initially it will give the City a way to identify criminals and go after them.

- Mayor Pro Kelly asked Chief Walker does he see a uniformed police officer presence superior to anything else – from the standpoint of people feeling protected. Chief Walker responded yes.

Fire Department:
- No comments.

Public Works:
- No comments.

Parks and Recreation:
- Mayor Pro Tem Kelly inquired about the budget costs associated with the Rec Center. Parks and Recreation Director O'Connor stated that the costs include all of the administrative and professional salaries in the Rec division. He said the Center operates 105 hours per week and 362 days a year, so a good portion of the overall Parks and Recreation budget is attributed to that complex.

- Councilmember Reilly said the wages in the Parks department are increasing and asked if there is a vacancy in the department right now. Finance Director Daugherty said, no. She said the 2017 budget includes the accrued leave payment for the scheduled retirement, so it will drop next year.

- Mayor Pro Tem Kelly asked about the cost for the Big Belly trash cans and asked why the City needs such a sophisticated trash can. Assistant Parks and Recreation Director White said the City is doing this as a pilot program to see how they work out. She said there would be a savings on maintenance, because currently park technicians collect trash daily at Wier Park, but the Big Belly systems will alert staff via email once they are full/nearing capacity and staff estimates it will only have to empty the Big Belly cans once per week. Ms. White said she believes it will help with recycling, too.

After discussing the departments, Councilmember Reilly revisited the transfers. He said a lot was talked about for the water & sewer and solid waste transfer amounts, but he said what is the capital project fund versus the capital reserve fund? He said the City used to put monies directly into the capital project fund and now staff tends to put it into the capital reserve fund, so do the funds now flow over into the capital reserve fund?

Finance Director Daugherty said the former Finance Director Walter Thomas moved funds around as needed and she prefers to move the money into the capital reserves because staff doesn't know what projects the City will have all the time.

Councilmember Reilly said if an expense is very significant, presumably the City would want it to go through the rigor of the budgeting process rather than on an ad hoc basis. Finance Director Daugherty said it goes through a rigorous process when it gets approved because anything over $50,000 has to be approved by Council.

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Mayor Pro Tem Kelly confirmed with the Finance Director that the capital reserve fund is a way to set funds aside for pay-as-you-go items instead of issuing debt.

Councilmember Reilly suggested having a threshold target for the capital reserve fund.

City Manager Peifer then reviewed the various funds for Council comments:

Debt Service Fund:
- No comments.

Water/Sewer Fund:
- Councilmember Turner inquired about $120,000 for beautification. Public Works Director Beach stated that it is actually $60,000 for fence replacement and security. He said the amount of $60,000 was inadvertently listed twice.

Solid Waste Fund:
- Transfers to the general fund from this fund were discussed earlier in the workshop.
- Public Works Director Beach stated that green waste will cost less next year because the City doesn't have to utilize the third-party contractor for hauling, which reduces the budget by about $50,000.

Technology Management Fund:
- Councilmember Reilly confirmed with Finance Director Daugherty that the goal is to build up a reserve in this fund to be dedicated for radios and other technology so that the funds would not have to come from the capital reserve fund.

Equipment Replacement Fund:
- No comments.

Mayor recessed the workshop at 12:55 p.m.

Mayor reconvened the workshop at 1:15 p.m.

Employee Benefits Fund:
- Increase in employee contribution to cover the increased percentage of costs

Final discussions ensued regarding:

- Tax rate
  - Councilmember Turner said she is perfectly comfortable with the proposed rate.
  - Mayor Sample said she is comfortable with the proposed rate considering that two officers and police cameras are being added.
  - Councilmember Reilly said $371,000 out of $19.7 million in expenditures is 1.88 percent and thinks that if residents want extra police, the City can fund it especially given recent spikes in crime. He said for him, the cameras are a harder decision, especially because it's being presented with a small amount of time to ask questions, but if Chief Walker says at the end of the day he'd rather have one more police officer than eight security cameras, then he would respect that and say that the cameras aren't obviously a priority for public safety. He said the amount for the cameras could be a source of savings.

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- Councilmember Reilly said the City could also realize savings in the $371,000 from the combination of phasing in the reserves in the water and sewer fund. He said instead of correcting the mistake all in one year funds could be phased in over time.
- Councilmember Reilly said the City should consider capping the capital reserve fund. He said it is fine to have the reserves for emergency projects and uses, but it doesn't have to be so significant that it becomes a slush fund for whatever the City wants to do during the year, especially if the City is going to go to a more targeted fund, like the technology management reserve fund.
- Councilmember Reilly said he would cap the capital reserve fund at $500,000, which would leave a $131,000 in savings. He said with the other $60,000 in savings found by Councilmember Turner, it is a matter of finding another $120,000 to get to the effective tax rate.
- Mayor Sample said Council gives staff a cost-of-living adjustment because the cost of living goes up. She said the costs of the City also go up and the City has managed to maintain a lot of the costs under the same principal. She said she doesn't think there is a problem with a COLA for employees or for the City, especially when police and other things are being added.
- Councilmember Turner said she is fearful of using the effective rate at the .31119 simply because a precedent is being set of dropping the rate. She said if the City keeps dropping the rate, how long can the City afford to keep doing it?
- Councilmember Reilly said if the City keeps increasing property taxes over time, it will become a problem for seniors. He said keeping the rate at the effective tax rate doesn't mean that the City is cutting the police, the COLA or 2.1 merit raises for employees on average, it means that Council can easily achieve those targets by finding better spending policies for some of the reserve funds without affecting the level of services to the citizens.
- Councilmember Reilly said keeping the taxes at the effective tax rate doesn't mean the tax revenue goes down. He said the overall property tax revenue will still go up by $600,000 if the rate is kept at the effective rate, because the City is getting new property taxes from new development.
- Councilmember Turner said she questions the statement that the City is having difficulty filling up the houses since it seems that some of the figures received in the last couple of weeks that a number of seniors 65 and over have actually increased more than any other facet of the City's population.
- Mayor Pro Tem Kelly said elected officials owe it to the citizens to save every dime they can save. He said he is for the employees, the fire and police and the salaries. He said Council is just asking staff to see where it can cut approximately $370,000. He said there will always be money in the budget if the reserve in the water fund is scaled back.
- Councilmember Turner said in the overall tax bill received the County/Tax Assessor, she doesn't think anybody will notice West U's portion of the increase.
- Mayor Sample said she doesn't want to cut salaries and police and fire either, however, at some point it looks a bit like grandstanding. She said she doesn't want to become fiscally imprudent, she doesn't want to endanger the City's bond rating, and she doesn't want to get in a position to have to borrow money. She said she knows there are seniors saying that they don't want to take any more costs on because they feel like they have paid their dues and feel like they should get a free ride now and not have to pay for reserve, which is saying to push it off onto the younger residents and tell them they will pay for it later with a smaller reserve.
- Mayor Sample said she doesn't think the City should be looking at reserves as a way to monkey with figures to reduce the rate. She said she thinks Council needs to be reasonable and not just say it wants to cut $350,000 and disregard what's prudent and what industry standards are in order for Council to tell the voters it kept it to the effective rate even though it was imprudent.

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- Councilmember Reilly said in 2015, if that Council thought it was prudent to have $334,000 in the capital reserve fund, then all this council has to do is take the $60,000 that Mardi found as a mistake in the water and sewer fund (due to the amount being included twice), add it to $300,000 reduction in the transfer to the capital reserve fund so that Council is exactly where it was in 2015 and that would get Council to the effective tax rate without hurting the general fund reserve or changing the 10 percent reserve for the solid waste fund or for the water and sewer funds.

After discussing the funds, Mayor Kelly said Council is not telling the city manager what to do. He said Council is just giving a policy kind of statement of what Council would like to see the tax rate at and how the city manager gets to that rate is up to him.

City Manager Peifer said staff proposed what it thought was best for the function of the budget and now he is just trying to get direction as to whether Council wants to go with the proposed rate or the effective rate.

Mayor Pro Tem Kelly said the only thing he wants to say is that he doesn't want to see the police department budget touched, so other than that the city manager can go anywhere else within the budget to find the money.

Councilmember Ballanfant said he proposes that the rate change be split down the middle of the effective rate and the proposed rate. In dollar amounts, Councilmember Reilly said it would be finding savings of $185,000 instead of $371,000.

City Manager Peifer said cutting out the cameras would get to that amount.

Councilmember Reilly told the city manager that he needs to come back to Council with his proposal for the cost savings.

Finance Director Daugherty said the rate would be 0.3140 if split down the middle.

Councilmember Turner said Councilmember Ballanfant's proposal has merit. She said it's better than rolling it back to 0.31119.

With no further discussion, the meeting adjourned at approximately 2:00 p.m.

Prepared By:

_____ _____

Thelma A. Gilliam, City Secretary Date Approved

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The City of West University Place

A Neighborhood City

CITY COUNCIL
Susan Sample, Mayor
Bob Kelly, Mayor Pro Tem
Burt Ballanfant, Councilmember
Brennan Reilly, Councilmember
Mardi Turner, Councilmember

STAFF
M. Chris Peifer, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

CITY COUNCIL SPECIAL MEETING MINUTES

The City Council of the City of West University Place, Texas, met in special session on **Monday, October 3, 2016**, in the Municipal Building, 3800 University, West University Place, Texas beginning at **6:30 p.m.**

Agenda Items were as follows:

Call to Order. Mayor Sample called the meeting to order at approximately 6:35 p.m. in the Council Chambers. Council and Staff in attendance were: Mayor Pro Tem Kelly, Councilmembers Ballanfant, Reilly and Turner, City Manager Peifer, City Secretary Gilliam, City Attorney Petrov, Public Works Director Beach, Finance Director Daugherty, and Police Chief Walker.

City Secretary Gilliam confirmed that the notice of this meeting was duly posted in accordance with the Texas Government Code, Chapter 551.

1. <u>Public First Public Hearing on Tax Rate</u>

Matters related to the first of two public hearings to hear comments on the proposed tax rate. *Recommended Action: Hold first public hearing on the proposed tax rate.*

Mayor Sample opened the hearing at 6:35 p.m.

Finance Director Daugherty reviewed a slide presentation with Council and, in summary, stated:

- Even though the tax rate will be lowered, the current State Tax Code requires the City to hold two public hearings since the increase in the overall appraised values will cause more tax revenue to be generated than in the previous year.
- Staff received the appraisal roll from Harris County on August 22, 2016 and presented it to Council on September 12, 2016.
- The estimated taxable assessed value for tax year 2016 is $5,887,431,883. Of that value $70,000,000 is new property, $93,000,000 is uncertified taxable (currently under protest), and $42,000,000 is estimated taxable value of property that is not included yet on the certified tax roll.
- For tax year 2016, the average taxable residence homestead has a value of $1,083,056 compared to tax year 2015 when the value was $1,003,607.
- This budget has a proposed tax rate of 0.31680, the effective tax rate is 0.31119 and last year's rate was 0.33179.

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- There is a value increase of $79,449 on average.
- The tax increase over 2015 taxes at the proposed rate is $101.25, at the effective rate it's $40.49 on an average taxable value residence homestead.
- The difference between the proposed and the effective tax rate calculations on an average homestead is $60.76.
- The proposed tax rate for the 2017 budget year is a reduction of $0.015 as compared to the 2015 tax rate.
- A tax rate of $0.31680, the proposed tax rate, is considered a 1.8% tax increase.
- Adopting the proposed tax rate will raise $538,445 more revenue than last year's budget, which is a 2.97% increase from the prior year budget.
- Revenue raised from new property added to the tax roll this year is $227,085.
- A tax rate of $0.31119, the effective tax rate, is considered a 0% tax increase.
- Adopting an effective tax rate will raise $208,160 more revenue than last year's budget, which is a 1.15% increase from the prior year budget.
- Revenue raised from new property added to the tax roll this year is $223,064.
- Proposed general fund budget cuts in the amount of $330,285 will be required if the effective tax rate is adopted:
  - $40,000 – eliminates increase to legal fees.
  - $90,285 – reduces the transfer to the equipment replacement fund. Items removed will be appropriated in the general fund in the year of required replacement.
  - $200,000 – removes the PD camera surveillance at two intersections
- A tax rate of $0.31400, the midpoint of the proposed tax rate and the effective tax rate, is considered a 0.90% tax increase.
- Adopting a 0.31400 tax rate will raise $373,597 more revenue than last year's budget, which is a 2.06% increase from the prior year budget.
- Revenue raised from new property added to the tax roll this year is $225,078.
- Proposed general fund budget cuts in the amount of $164,848 will be required if the midpoint of the proposed & effective tax rate is adopted
  - $40,000 – eliminates increase in legal fees.
  - $128,848 – reduces the transfer to the equipment replacement fund. Items removed will be appropriated in the general fund in the year of replacement.
- The final tax rate will be set by ordinance on Monday, October 17, 2016 p.m. at 3800 University Boulevard.

After the presentation, public comments were taken.

Chuck Guffey, 2809 Sunset, spoke to say that he thinks the best way to get the tax rate down is to take into account the huge increases in appraisals. He said based on the average house, anyone living in West U this last year paying taxes should not pay any more taxes the next year than they did the previous year. Mr. Guffey said the way to get the tax rate down is to lower the budget, so he thinks a common financial audit of the new budget needs to be done. He said each department needs to submit a list of its projects, people or expenses that can be reduced effectively by 15 percent and then Council can review the lists and decide which items would the best to cut.

Alida Drewes, 6112 Fordham, spoke to say that she agrees with everything Mr. Guffey said and that Council should listen to him because he has some really good ideas that would support the

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taxpayers of this community. She said as far as finding money in the budget, there are plenty places to find it, such as in credit card fees, overtime, travel, and “other” benefits. .

2. <u>Adjourn</u>

Mayor Pro Tem Kelly moved to adjourn the special meeting at 6:48 p.m. Councilmember Turner seconded the motion. **MOTION PASSED.**

Ayes: Sample, Kelly, Ballanfant, Reilly, Turner
Noes: None
Absent: None

Prepared by: _____ _____
Thelma A. Gilliam City Secretary Date

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AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 24, 2016	**AGENDA ITEM:**	5B
DATE SUBMITTED:	October 21, 2016	**DEPARTMENT:**	Parks and Recreation
PREPARED BY:	Thelma A. Gilliam City Secretary	**PRESENTER:**	Thelma A. Gilliam City Secretary
SUBJECT:	Resolution Appointing Ann Crowley to the Senior Services Board		
ATTACHMENTS:	1. Resolution 2. Application		

EXPENDITURE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
ACCOUNT NO.:	N/A
ADDITIONAL APPROPRIATION REQUIRED:	N/A
ACCOUNT NO.:	N/A

EXECUTIVE SUMMARY

The Senior Services Board is requesting approval of a resolution appointing Ann Crowley to Position 14 of the Seniors Service Board as replacement for Joe Mitchell who no longer desires to serve on the Board.

The Senior Services Board has reviewed the application and interviewed Ms. Crowley and feels that she will make a great addition to the Board.

RECOMMENDATION

Staff recommends Council approve the resolution appointing Ann Crowley to Position 14 of the Senior Services Board, with a term ending August 31, 2017.

City of West University Place
Harris County, Texas

RESOLUTION NUMBER XXXX-XX

A RESOLUTION APPOINTING MEMBER TO THE SENIOR SERVICES BOARD

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE:

Section 1. That the following person is hereby appointed to serve as members of the Senior Services Board for the specific terms of the specific positions indicated below, under and subject to Chapter 2, as last amended by Ordinance 1751.

APPOINTEE	POSITION	EFFECTIVE DATE	TERM ENDING
Ann Crowley	Position 14	October 24, 2016	August 31, 2017

Section 2. All resolutions and parts of resolutions in conflict herewith are hereby repealed to the extent of the conflicts only.

Section 3. If any word, phrase, clause, sentence, paragraph, section or other part of this resolution or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, the remainder of this resolution and the application of such word, phrase, clause, sentence, paragraph, section or other part of this resolution to any other persons or circumstances shall not be affected thereby.

Section 4. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this resolution was discussed, considered or acted upon was given in the manner required by the Texas Open Meetings Act, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

PASSED AND APPROVED this ____24th___ day of ____October_____, 2016.

(SEAL)

ATTEST:

_____
Thelma A. Gilliam, City Secretary

SIGNED:

_____
Susan Sample, Mayor

RECOMMENDED:

_____
M. Chris Peifer, City Manager

APPROVED AS TO FORM:

_____
Alan Petrov, City Attorney

CITY OF WEST UNIVERSITY PLACE

Board and Committee Membership Application

Name: Ann Crowley_____ Office Phone: [redacted]

Home Address: ____[redacted]____ Home Phone: [redacted]

Email Address: ___[redacted]_____

Employed By/Retired From: Amigos de las Americas /retired from HISD

Spouses Name: _____deceased_____ Office Phone:

Employed By/Retired From:

(Please Circle One)

Education: BA Clarke University, MA Creighton University

Background, Experience, Special Talents, etc. Educator, politically active, experienced working with non-profits, experienced using technology.

Previous Board or Committee Experience: WU softball, WU swim team, PTA's at WU Elementary,Lanier and Lamar, Houston Chapter Amigos

Specific Board or Committee Applied for: Seniors Board

If no Specific Board or Committee, Area of Interest:

Why are you interested in this board, committee or area of service? As a senior who still works part time , I appreciate the services WU provides. I am energetic and enjoy a challenge.

Limitations on Availability: _____None_____

References (optional): _____Susan Davis, Bob Kelly, Bob Fry, Maretta Toedt

FOR CITY USE ONLY:

Date Interviewed: _____

Qualified for (1): _____

Qualified for (2): _____

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

AGENDA OF:	October 24, 2016	**AGENDA ITEM:**	5C
DATE SUBMITTED:	October 17, 2016	**DEPARTMENT:**	Administration
PREPARED BY:	Staff	**PRESENTER:**	M. Christopher Peifer, City Manager
SUBJECT:	**Fee Schedule Update – Second and Final Reading**		
ATTACHMENTS:	1. Proposed Ordinance 2. Appendix A – Fee Table REDLINE		

EXPENDITURE REQUIRED:	N/A
AMOUNT BUDGETED:	N/A
ACCOUNT NO.:	N/A
ADDITIONAL APPROPRIATION REQUIRED:	N/A
ACCOUNT NO.:	N/A

EXECUTIVE SUMMARY

City Financial Policy states, in part: "*All fee schedules, user charges, and charges for utility services should be reviewed and adjusted to insure that rates are both equitable and sufficient to cover the cost of provided service as deemed appropriate by Council*." In order to comply with this policy, each year, in connection with the annual budget process, staff reviews all fees and charges. The proposed changes were presented to and discussed with council at the October 1, 2017 budget workshop. As a result of this review, for fiscal year 2017 we are recommending the following changes to the City's fee schedule.

F.002	Ambulance Service		The Fire department has proposed to replace the entire section with an expanded schedule to include the Medicare/Medicaid billing rates. See agenda memo attachments.
F.004	New construction permit fee (Other)		$ 0.55 per square foot Changed from $0.48
F.004	Fence or wall permit fee		$ 0.85 per linear foot; $30.00 minimum Changed from $0.75 per foot; $25 minimum
F.015	Residential House Plumbing & Gas	$ 300.00	Changed from $250 to $300
F.019	Replacement Planting Fee per Caliper Inch	$ 250.00	NEW - Fee for replacement trees when planting on site is not an option.

AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF WEST UNIVERSITY PLACE, TEXAS

F.020	WATER METER REPLACEMENT CHARGES		NEW
	Replace damaged 3/4" water meter.	$ 300.00	Inc. cost for labor and misc. materials.
	Replace damaged 1" water meter.	$ 400.00	Inc. cost for labor and misc. materials.
	Replace damaged 1 1/2" water meter.	$ 900.00	Inc. cost for labor and misc. materials.
	Replace damaged 2" water meter.	$1,000.00	Inc. cost for labor and misc. materials.
F.021	Cost of notices	$ 200.00	Changed from $150 to $200

RECOMMENDATION

Approve the ordinance amending the City of West University Fee Ordinance on the second and final reading.

City of West University Place
Harris County, Texas

ORDINANCE NO. XXXX

AN ORDINANCE AMENDING THE FEE SCHEDULE OF THE CODE OF ORDINANCES OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS; AND CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, THAT:

Section 1. The Fees & Charges Schedule of the Code of Ordinances of the City of West University Place, Texas is hereby amended to read in its entirety as set out in Appendix A, which is attached and made a part of this ordinance.

Section 2. This Ordinance applies from and after the Effective Date. New or changed water rates and charges shall apply to each billing period beginning on or after the Effective Date. For prior billing periods, the fees and charges in effect immediately before the Effective Date ("Prior Fees") shall govern. The Prior Fees are continued in effect for this purpose.

Section 3. All ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

Section 4. If any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section or other part of this Ordinance to any other persons or circumstances, shall be affected thereby.

Section 5. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this Ordinance was discussed, considered or acted upon was given in the manner required by the Texas Open Meetings Act, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

Section 6. This Ordinance and shall take effect of January 1, 2017 ("Effective Date").

PASSED, APPROVED and ADOPTED on first reading on October 17, 2016.

PASSED, APPROVED and ADOPTED on second reading AND SIGNED on _____, 2016.

(Seal)

Attest:_____
City Secretary

Signed:_____
Mayor

Recommended:_____
City Manager

Reviewed:_____
City Attorney

{

Appendix A

Fees & Charges Schedule

F.001 Administration
F.002 Ambulance Service
F.003 Animals
F.004 Building
F.005 Building and Standards Commission
F.006 Electrical Work
F.007 Garbage Service
F.008 Health
F.009 Heating, Ventilation and Air Conditioning
F.010 Liquor Licenses and Permits
F.011 Municipal Court
F.012 Parabolic Dish Antenna
F.013 Parks and Recreation
F.014 Public Records and Documents
F.015 Plumbing and Gas
F.016 Sexually Oriented Businesses and Adult Arcades
F.017 Signs
F.018 [Reserved]
F.019 Trees
F.020 Water and Sewer Service
F.021 Zoning and Planning Commission
F.022 Zoning Board of Adjustment
F.023 Public Safety

F.001	ADMINISTRATION		
	Motor vehicle decal charges	$ 1.00	
	Commercial impact zone permit fee	$ 10.00	For first motor vehicle and $5 per moter vehicle thereafter
	Returned check (or ACH payment) fee	$ 35.00	Also applies to payments returned by automated or electronic payment systems (ACH). Applies to payments of all kind, e.g., taxes, permits, fees, charges, utility rates and all other purposes.
	Lien release fee	$ 25.00	
	Acquiescence to encroachment fee	$ 100.00	
	Municipal Setting Designation Processing Fee	$ 500.00	
	Alcohol Variance Request	$ 250.00	
	Special events fee		Actual cost
	Use of City-owned photocopier	$ 0.10	Per copy
	Convenience fee for on-line transactions	2.75 % of total transaction amount	
	GEOGRAPHIC INFORMATION SYSTEM		
	Standard map - 8 1/2" x 11" color	$ 0.75	
	Standard map - 11" x 17" color	$ 1.00	
	Standard map - 24" x 36" color	$ 15.00	
	Standard map - 36" x 48" color	$ 17.50	
	Standard map - 42" x 52" color	$ 20.00	
	Custom map - same as above + hourly labor charges	$ 20.00	
F.002	AMBULANCE SERVICE		
	~~Commercial/Auto/Individuals Base Rates~~		~~Notes~~
	~~BLS Emergency A0429~~	~~$ 566.50~~	To be replaced with expanded schedule to include Medicare/Medicaid billing rates
	~~BLS Non-emergency A0428~~	~~$ 550.00~~	
	~~ALS-1 Non-emerg. A0426~~	~~$ 650.00~~	
	~~ALS-1 Emergency A0427~~	~~$ 669.50~~	
	~~ALS-2 A0433~~	~~$ 772.50~~	
	~~Mileage A0425~~	~~$ 10.30~~	
	~~Extra Attendant~~	~~$ 50.00~~	

	~~**Procedures**~~		
	~~AED~~	~~$ 219.00~~	To be replaced with expanded schedule to include Medicare/Medicaid billing rates
	~~Chest Decompression~~	~~$ 129.78~~	
	~~CPR~~	~~$ 129.78~~	
	~~Defib/Pacing~~	~~$ 219.00~~	
	~~EKG Monitoring~~	~~$ 184.50~~	
	~~Extrication~~	~~$ 180.00~~	
	~~Glucometer~~	~~$ 10.00~~	
	~~Immobilization~~	~~$ 21.00~~	
	~~Intubation (ET/EOA)~~	~~$ 45.00~~	
	~~Capnography~~	~~$ 45.00~~	
	~~K.E.D.~~	~~$ 45.00~~	
	~~Nebulizer Treatment~~	~~$ 25.00~~	
	~~Pulse Oximeter~~	~~$ 25.00~~	
	~~Splinting~~	~~$ 67.50~~	
	~~Traction Splint~~	~~$ 67.50~~	
	~~Tracheotomy Procedure~~	~~$ 280.00~~	
	~~Video Laryngoscope~~	~~$ 120.00~~	
	~~Waiting time~~	~~$ 35.00~~	
	~~**Medical Supply**~~		
	~~Bandages~~	~~$ 20.00~~	To be replaced with expanded schedule to include Medicare/Medicaid billing rates
	~~Blanket - disposable~~	~~$ 27.50~~	
	~~Burn Sheet~~	~~$ 24.75~~	
	~~Cervical Collar~~	~~$ 51.70~~	
	~~CAT Tourniquet~~	~~$48.00~~	
	~~Chest Seal~~	~~$27.00~~	
	~~Defib/Pacing Pads - Adult~~	~~$ 80.50~~	
	~~Defib/Pacing Pads - Pedi~~	~~$ 98.00~~	
	~~Disp. Head Immobilizer~~	~~$ 21.00~~	
	~~EKG Electrodes - 3 Lead~~	~~$ 33.00~~	
	~~EKG Electrodes - 12 Lead~~	~~$ 33.00~~	
	~~Gloves - Pair~~	~~$ 2.00~~	
	~~Glucose Strip~~	~~$ 10.00~~	
	~~Infection Control Kit~~	~~$ 49.50~~	
	~~Lucas 2 Suction Cup~~	~~$ 90.00~~	
	~~OB Kit~~	~~$ 44.00~~	
	~~Pillow - disposable~~	~~$ 9.00~~	
	~~Silver Rescue Blanket~~	~~$ 27.50~~	
	~~Silver Swaddler~~	~~$ 27.50~~	
	~~Quick Clot~~	~~$45.00~~	
	~~**Oxygen Supply**~~		
	~~Oxygen USP~~	~~$85.00~~	To be replaced with expanded schedule to include Medicare/Medicaid billing rates
	~~**Airway Supply**~~		
	~~CPAP~~	~~$98.00~~	To be replaced with expanded schedule to include Medicare/Medicaid billing rates
	~~ETCO2 Sensor~~	~~$23.50~~	
	~~LMA~~	~~$ 80.00~~	
	~~Oral Airway~~	~~$ 85.00~~	
	~~PNEUPAC Vent Circuit~~	~~$44.00~~	
	~~ResQPod~~	~~$ 160.00~~	
	~~Tracheotomy Kit~~	~~$ 200.00~~	
	~~King LTD-S~~	~~$ 80.00~~	
	~~Rusch Quick Trach~~	~~$ 280.00~~	
	~~ETCO2 Adapter~~	~~$ 23.50~~	
	~~**IV Supply**~~		

	~~EZIO Needle~~	~~$ 205.00~~	To be replaced with expanded schedule to include Medicare/Medicaid billing rates
	~~IO Needle~~	~~$ 205.00~~	
	~~Pedi Buretrol Volume Set~~	~~$25.55~~	
	~~Start Kit IV~~		
	~~Saline Lock~~	~~$ 5.00~~	
	~~**Fluids**~~		
	~~Normal Saline 1000~~	~~$ 42.58~~	To be replaced with expanded schedule to include Medicare/Medicaid billing rates
	~~Normal Saline 500~~	~~$ 19.16~~	
	~~Normal Saline 100~~	~~$ 6.18~~	
	~~**Drugs**~~		
	~~Acetaminophen~~	~~$ 1.00~~	To be replaced with expanded schedule to include Medicare/Medicaid billing rates
	~~Adenocard/Adenoside~~	~~$ 177.00~~	
	~~Albuterol /Proventil~~	~~$ 14.00~~	
	~~Aspirin 81mg~~	~~$ 0.05~~	
	~~Ativan~~	~~$ 10.82~~	
	~~Atropine~~	~~$ 14.42~~	
	~~Atrovent~~	~~$ 14.00~~	
	~~Benadryl~~	~~$ 6.70~~	
	~~Calcium Chloride~~	~~$ 13.91~~	
	~~Cardizem~~	~~$ 74.16~~	
	~~Cordarone~~	~~$ 46.35~~	
	~~Cyanokit~~	~~$ 1,699.50~~	
	~~Dextrose 25%~~	~~$ 14.42~~	
	~~Dextrose 50%~~	~~$ 18.54~~	
	~~Diazepam~~	~~$ 11.33~~	
	~~Dopamine~~	~~$ 58.71~~	
	~~EPI 1:1000~~	~~$ 5.15~~	
	~~EPI 1:10000~~	~~$ 11.33~~	
	~~Fentanyl~~	~~$ 10.82~~	
	~~Glucagen~~	~~$ 231.75~~	
	~~Haldol~~	~~$ 17.00~~	
	~~Insta Glucose~~	~~$ 10.00~~	
	~~Labetalol~~	~~$ 15.45~~	
	~~Lasix~~	~~$ 27.81~~	
	~~Lidocaine 100mg~~	~~$ 9.27~~	
	~~Magnesium Sulfate~~	~~$ 7.73~~	
	~~Naloxone/Narcan~~	~~$ 44.29~~	
	~~Nitroglycerine spray~~	~~$ 8.76~~	
	~~Nitroglycerine tab~~	~~$ 1.34~~	
	~~Sodium Bicarb~~	~~$ 12.36~~	
	~~Solumedrol~~	~~$ 29.00~~	
	~~Thiamine~~	~~$ 45.84~~	
	~~Versed~~	~~$ 16.03~~	
	~~Zofran~~	~~$ 4.12~~	
	Exceptions: (1) Amounts billed to other governmental units are determined by the applicable contracts or arrangements with those units. (2) The City may accept assignment of Medicare and Medicaid claims or payments, in which case, the amount payable is determined by the appropriate regulations. Such amount shall control over the charges set out above, in case of any difference.		
F.003	ANIMALS		
	Original registration of dogs and cats	$ 20.00	*Exception* : $15 for owners over 65 years of age.

	Annual dangerous dog registration	$ 250.00	(fee is in addition to the above registration fees)
	First violation and impoundment fee	$ 50.00	$100 if animal is: (i) not registered or (ii) a dangerous dog
	Second violation and impoundment fee	$ 75.00	$150 if animal is: (i) not registered or (ii) a dangerous dog
	Third and all successive violations and impoundment fees	$ 100.00	$200 if animal is: (i) not registered or (ii) a dangerous dog
	Daily kennel fees	$ 20.00	
	Note : All original registration fees shown, with the exception of the dangerous dog fee, are one-time fees that register the animal for life.		
F.004	BUILDING		
	Annual contractor registration fee	$ 75.00	
	Permit application fee	$ 30.00	In addition to applicable plan checking or permit fee
	Plan checking fee (applies to all plan submissions, unless otherwise specifically indicated; payable in addition to permit fee)	50% of the corresponding permit fee	Plan checking fee must be paid each time plans are submitted or re-submitted. *Exception:* The building official may reduce the re-submission fee if the time required to check the re-submission is materially lower than original submission; $25.00 minimum
	Drainage plan review fees	$ 25.00	
	New construction permit fee (Single family residential)	$ 0.40 per square foot	
	New construction permit fee (Other)	$ 0.55 per square foot	
	Remodeling and repair permit fee (Single family residential)		$ 20.00 for $1,000 or less in construction value plus $3.75 per $1,000 in construction value thereafter
	Remodeling and repair permit fee (Other)		$ 60.00 for $1,000 or less in construction value plus $3.75 per $1,000 in construction value thereafter
	Fence or wall permit fee		$ 0.85 per linear foot; $30.00 min.
	Driveway permit fee	$ 80.00	Includes entrance ramp permit fee
	Fire systems		
	Plan checking fee: $100 per set for original submission, $50 for re-submission (not credited to permit fees). Permit fees are $50 for each automatic fire extinguishing system and each alarm and detection system. For sprinkler systems, the fee is increased by either $25 (residential) or $50 plus $1.75 per head (non-residential). Fire system fees are payable in addition to all other fees.		
	Sidewalk permit fee	$0.75 per linear foot	
	Street or curb permit fee	$ 25.00	For regulated facilities under Chapter 19, add $150 for plan-checking plus application fees
	Exception: The permit fee for work affecting new roadways under Chapter 19 is $100, plus the estimated out-of-pocket expenses that may be incurred by the City in connection with the work, including engineering review, extra inspections or testing, supplemental traffic control, etc. The building official shall estimate such expenses at the time of application and shall collect at least 110% of the estimate as a deposit. The building official may require a permittee to supplement the deposit as the work proceeds. When the work is finished, the building official shall refund any part of the deposit that exceeds the actual permit fees due in connection with the work.		
	PWSF (low-impact) permit, for equipment attached to existing structures with no new electrical, alteration or construction	$100.00 per site	Non-low-impact PWSF permits require a special exception; see F.022, below
	All other PWSF (low-impact) permits	$500.00 per site	Non-low-impact PWSF permits require a special exception; see F.022, below
	Registration for house movers fee	$ 500.00	
	Renewal fee	$ 400.00	
	Moving permit fee	$ 500.00	

	Occupancy inspection fee (Single family residential)	$ 50.00	

	Occupancy inspection fee (Other)	$ 100.00	
	5/8" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 800.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	5/8" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 1,200.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	5/8" Water connection permit and meter service installation to service new structure.	$ 2,990.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	5/8" Water connection permit and meter service installation to service new structure.	$ 3,340.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	3/4" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 1,000.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	3/4" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 1,400.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	3/4" Water connection permit and meter service installation to service new structure.	$ 3,040.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	3/4" Water connection permit and meter service installation to service new structure.	$ 3,450.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	1" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 1,200.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	1" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 1,600.00	Long Side Service Connection. Irrigation Only Services are restricted to3/4 inch Service or less.
	1" Water connection permit and meter service installation to service new structure.	$ 3,090.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	1" Water connection permit and meter service installation to service new structure.	$ 3,865.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	1-1/2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 1,980.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizesas listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	1-1/2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 2,350.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizesas listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.

	1-1/2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 3,350.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizesas listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	1-1/2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 3,960.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizesas listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 1,980.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	$ 2,350.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.

	2" Water connection permit and meter service installation to service new structure.	$ 3,350.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	2" Water connection permit and meter service installation to service new structure.	$ 3,960.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	Water connection permit for any service greater than 2" will require that the owner or contractor acquire the services of a company with a Licensed Master Plumber registered with the City.	$ 475.00	Fee covers plan checking cost and permit cost only. The City provides no construction or materials. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	Sanitary Sewer, connection permit and service installation for any service	Actual Cost Plus $375.00	Fee will be based on actual cost Plus $375.00, for most customers this will involve a Concrete Cut in the Roadway and total cost are expected to be from $8,000.00 to $12,000.00. There is no fee to use an existing service that is on the property with a usable cleanout in the street ROW, if the sewer was either installed or approved by the city.
	Demolition permit fee	$ 250.00	
	Swimming pool permit fee	$ 150.00	
	Duplicate permit charge	$ 25.00	
	Duplicate permit card fee	$ 50.00	

	Premature work charge (Starting before permit is issued)		100% of the permit fee (additional) $150.00 minimum
	Reinspection fee (following routine inspection)	$ 50.00	Must be paid before reinspection~~,~~ and in any event before any certificate of occupancy or similar approval is issued. Fees may be appealed to BSC, and may be paid without prejudice to such an appeal.
	Reinspection fee (mandatory reinspection following notice of violation of building or zoning ordinances or other applicable regulations)	$125.00 for the first violation item plus $25.00 for each additional	Must be paid before any other inspections are scheduled, and in any event before any certificate of occupancy or similar approval is issued. Fees may be appealed to BSC, and may be paid without prejudice to such an appeal. BSC may reduce or abate this fee (and any appeal fees), if no violation occurred, or for other good cause shown.
	Permit renewal fee		50% of the original permit fee
F.005	BUILDING AND STANDARDS COMMISSION		
	Application fee	$ 100.00	
F.006	ELECTRICAL WORK		
	Application fee (Master electrician license)	$ 20.00	
	Annual license fee (Master electrician)	$ 75.00	
	Application fee (Journeyman electrician license)	$ 10.00	
	License fee (Journeyman electrician)	$ 10.00	
	Application fee (Apprentice electrician)	$ 10.00	
	License fee (Apprentice electrician)	$ 5.00	
	Application fee (Maintenance electrician license)	$ 10.00	
	License fee (Maintenance electrician license	$ 10.00	
	Permit application fee	$ 30.00	
	Temporary service permit fee	$ 30.00	
	Meter loop and service permit fee	$ 40.00	
	Outlet or light fixture permit fee	$ 0.75	
	Appliance permit fee	$ 3.00	
	Motor permit fee	$ 5.00	
	Service reconnection permit fee	$ 10.00	
	Electrical sign permit fee	$ 10.00	
	Sign Changing Display	$ 100.00	
	Swimming Pool NEW lights/motors/pumps	$ 50.00	
	Replacement PoolSpa Motors	$ 5.00	
	Electric Water Heater	$ 10.00	
	Transformer	$ 20.00	
	Electric Fence Gate	$ 50.00	
	Emergency Reconnect	$ 85.00	
	Generator	$ 40.00	

	CT/MRI/X-Ray Machines	$ 50.00	
	Sub-panel	$ 25.00	
	Minimum permit fee	$ 25.00	
	Premature work charge (Starting before a permit is issued)		100% of the permit fee (additional) $150.00 minimum
	Reinspection fee	$ 50.00	
	Permit renewal fee		50% of the original permit fee
*	FIRE DEPARTMENT FEES See "BUILDING, Fire systems"		
F.007	GARBAGE SERVICE		
	Monthly dwelling unit charge	$ 31.40	Basic fee, for basic service only
	Monthly dwelling unit charge (Claims Over 65 Exemption According to the Harris County Appraisal District)	$ 15.95	Basic fee, for basic service only
	Monthly dwelling unit charge (Claims Disabled Exemption According to the Harris County Appraisal District)	$ 15.95	Basic fee, for basic service only
	Special pick-up of items at curbside, not on a regular collection day for those items at that location	$50.00 or actual cost of labor and equipment	Special service fee, in addition to basic fee.
	Special handling of items not bagged, prepared or placed as required for basic service. *Example* : Leaves and grass clippings in non-approved bags.	$50.00 or actual cost of labor and equipment	Special service fee, in addition to basic fee and any other applicable special service fee
F.008	HEALTH		
	Permit application fee	$ 30.00	
	Annual food establishment permit fee	$ 120.00	
	Temporary food establishment permit fee (Special event)	$16.00	
F.009	HEATING, VENTILATION, AND AIR CONDITIONING		
	Annual contractor registration fee	$ 75.00	
	NEW Residential HVAC System	$ 200.00	Per unit
	NEW (Addition) Residential HVAC System	$ 50.00	Per unit
	Replacement Heating and air conditioning permit fee (Residential)	$ 25.00	Per unit
	Boiler Inspection (Annual)	$ 50.00	Per unit
	New Boiler 1,000,000 BTU's or less	$ 75.00	
	Replacement Commercial Air Handler	$ 30.00	Per unit
	Fire Damper	$ 10.00	Per unit
	Fireplace (Residential)	$ 25.00	Per unit
	Heating and air conditioning permit fee (Commercial)	$ 100.00	For first 140,000 btu's and $5 per 100,000 btu's thereafter
	Permit application fee	$ 30.00	
	Local vent permit fee	$ 5.00	
	Minimum permit fee	$ 25.00	

	Premature work charge (Starting before a permit is issued)		100% of the permit fee (additional) $150.00 minimum
	Reinspection fee	$ 50.00	
	Permit renewal fee		50% of the original fee

F.010	LIQUOR LICENSES AND PERMITS		
	All liquor permit fees and license fees are regulated by the State.		
F.011	MUNICIPAL COURT		
	Clearance letter	$ 25.00	
	Complaint and judgment copy charge	$ 2.00	
	Court costs are regulated by the State.		
	All state-prescribed court costs apply.		
F.012	PARABOLIC DISH ANTENNAS		
	Permit application fee	$ 30.00	
	Installation permit fee	$ 50.00	
F.013	PARKS AND RECREATION		
	WUP Rec. Center		Available to Residents Only
	All WUP Residents 75 and older and WUP residents with a Disability Exemption are allowed FREE membership	NO FEE	
	All WUP residents ages 65 to 74 will receive a 50% discount on all walk-in and membership fees	50% Discount	Any resident age 65 to 74 may request a waiver for the membership fee, no questions asked, and receive that privilege.
	Daily Walk In Adult 18 and Older	$ 5.00	
	Daily Walk-In Seniors aged 65 through 74	$ 2.00	
	Daily Walk In Adult Guest of Resident 18 and Older	$ 10.00	
	Walk In Youth 17 and younger	$ 3.00	
	Walk in Youth Guest of Resident 17 and Younger	$ 6.00	
	Individual Annual	$180.00 to $190.00	
	Individual Seniors age 65 to 74 Annual membership fee	$ 90.00	
	Individual Monthly **EFT**	$18.00 to $20.00	
	Individual Senior Monthly **EFT** ages 65 to 74	$ 9.00	
	Individual Monthly	$25.00 to $27.00	
	Individual Senior Monthly ages 65 to 74	$ 12.00	
	Couple Annual	$240.00 to $250.00	
	Blended Age Couple Annual one partner 75 or older	$120.00 to $130.00	
	Blended Age Couple Annual one partner age 65 to 74	$180.00 to $190.00	
	Couple Monthly **EFT**	$23.00 to $25.00	
	Blended Age Couple Monthly **EFT** one partner 75 or older	$11.00 to $12.00	
	Blended Age Couple Monthly **EFT** one partner age 65 to 74	$17.00 to $18.00	
	Couple Monthly	$30.00 to $32.00	
	Blended Age Couple Monthly one partner 75 or older	$15.00 to $16.00	
	Blended Age Couple Monthly one partner age 65 to 74	$22.00 to $23.00	
	Family Annual	$300.00 to $315.00	

	Family Monthly **EFT**	$28.00 to $29.00	
	Family Monthly	$35.00 to $40.00	
	Resident College Student Visiting Pass - Calendar Year Term Only	$50.00 to $55.00	Calendar year membership for college students returning home for the summer or various holiday breaks.
	Colonial Park Pool		Available to Residents Only
	All WUP residents 65 and older and WUP residents with a Disability Exemption are allowed FREE membership	NO FEE	
	Daily Walk-in	$3.00 to $4.00	All Ages
	Daily Walk-in (Guest of Resident)	$6.00 to $7.00	All Ages; Must be accompanied by a West U Resident
	Season Resident House Guest Pass	$150.00 to $160.00	Individual option only - WUPRC & CPP Combination Only - Reference Recreation Center Memberships
	Individual Season Pass	$75.00 to $80.00	2014 Colonial Season
	Couples Season Pass	$110.00 to $120.00	2014 Colonial Season
	Family Season Pass	$175.00 to $185.00	2014 Colonial Season
	Nanny Pass	$10.00 to $11.00	Nanny Photo ID pass; use restricted exclusively to pool visits with their employer.
	WUPRC & CPP Combination Memberships		Available to Residents Only
	Combination Individual Annual Membership to the West University Place Recreation Center and Colonial Park Pool	$230.00 to $240.00	
	Combination Couple Annual Membership to the West University Place Recreation Center and Colonial Park Pool	$320.00 to $330.00	
	Combination Family Annual Membership to the West University Place Recreation Center and Colonial Park Pool	$430.00 to $440.00	
	Weekly Resident House Guest Pass	$15.00 to $20.00	Individual option only - WUPRC & CPP Combination Only - Reference Recreation Center Memberships
	Monthly Resident House Guest Pass	$50.00 to $60.00	Individual option only - WUPRC & CPP Combination Only - Reference Recreation Center Memberships
	Seasonal Resident House Guest	$150.00 to $160.00	
	Members Only Benefits of Colonial Park Pool Membership	Complimentary	Members entitled to a variety of complimentary or discounted privileges including but not limited to; Opening Weekend Celebration, Dive-In Movie Nights, Mom's Spa day, Ice Cream Socials, priority registration for all pool related events and 10% discount on all pool rentals.
	Racquetball & Tennis		Available to Residents Only
	Tennis Court Reservation Fee	$ 4.00	1.5 Hour Reservation - ALL WUP Tennis Courts
	Tennis Court "Preferred Membership"	$ 200.00	Annual Fee
	Tennis Court "Preferred Membership" - Annual Fee with WUPRC Membership	$ 120.00	Annual Fee / with WUPRC Membership Only
	Tennis Court "Preferred Membership" - Monthly Fee with WUPRC Membership	$ 10.00	Monthly Fee / with WUPRC Membership Only
	Rentals		Rentals Available to Non- Residents only with a Resident Sponsor, EXCEPTION: Colonial Park Pool Rentals are available to Residents Only

	* Janitorial Fee: At ALL rentals, where food and beverages are served, janitorial services will be required	$ 45.00	Flat Fee
	Security Deposit: required for ALL rentals	$ 200.00	

	Community Building / Senior Center		
	Kitchen (Resident)	$ 25.00	Flat Fee
	Kitchen (Non-resident w/ resident sponsor)	$ 35.00	Flat Fee
	Large Room: Auditorium and Senior	$ 50.00	Hourly for either room
	Large Room: Auditorium and Senior Congregant Room (Non Resident w/ resident sponsor)	$ 75.00	Hourly for either room
	Small Room: Activity Room A and Activity Room B (Resident)	$ 35.00	Hourly for either room
	Small Room: Activity Room A and	$ 45.00	Hourly for either room
	Scout House		
	Scout House (Resident)	$ 40.00	Hourly Rate
	Scout House (Non Resident w/ resident sponsor)	$ 60.00	Hourly Rate
	Colonial Park Pool & Park Pavilion Rentals		
	*Exclusive Pool & Multi-Purpose Room Rental: Involves a private pool party, only offered in "season" and on identified days/times. **Resident Only**	$ 400.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 250.
	Colonial Park Pavilion (Resident)	$ 50.00	Hourly
	Colonial Park Pavilion (Non-resident w/ resident sponsor)	$ 75.00	Hourly
	*Janitorial Fee: At ALL rentals, where food and beverages are served, janitorial services will be required.	$ 45.00	Flat Fee
	*Colonial Park Multi-Purpose Room & Pool Use: Involves exclusive use of the Multi-Purpose Room and general pool admission, only offered in "season", during normal operating hours **Resident Only**	$ 200.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 60.
	*Off Season Multi-Purpose Room Rental: Involves NO pool use **Resident Only**	$ 60.00	$60.00 Hourly with a two-hour minimum rental period. Additional Janitorial fees will be charged if food and beverages are served.
	Wooden Deck Rental : Involves exclusive use of the Wooden Deck and general pool admission, only offered in "season", during normal operating hours **Resident Only**	$ 175.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 60.
	Alcohol Fees		Appendix A Amended Section 10-10, Code of Ordinances - Consumption in public places. City Council has authorized the issuance of permits for the limited sales, consumption and distribution of alcoholic beverages within public places, specifically at the Colonial Park Pool, Colonial Park Pavilion, Community Building/Senior Center and the West University Place Recreation Center, by the City Manager or his designee.
	Administration Fee	$ 25.00	Per Event
	Security Deposit Fee	$ 300.00	Per Event

	Institutional Exchanges. The Parks & Recreation Director may waive all or part of the Parks & Recreation fees prescribed by this section, subject to the following regulations: (1) The applicant must be an institution, either public or non-profit, with facilities located within the City; (2) The portion of the fees waived may not exceed the value of facilities made available by the institution to the City for public use (e.g., for meetings, elections, emergency operations, etc.); (3) The maximum amount of fees that may be waived is $500 per institution per year; (4) Passes and permits issued to an institution under this section may be assigned or resold by the institution, but the actual user must qualify for the type of pass or permit in question, and the City must be notified.

F.015	PLUMBING AND GAS		
	Annual contractor registration fee	No Charge	per SB 1354
	Permit application fee	$ 30.00	
	Plumbing Fixture or Gas outlet permit fee	$ 7.00	Applies to each fixture and outlet.
	Shower Pan	$ 10.00	
	Residential NEW Houst Plumbing & Gas	$ 300.00	
	Medical Gas/Vacuum System	$ 75.00	
	Gas test	$ 25.00	
	Gas Repair & Test	$ 25.00	
	Annual Gas Test	$ 50.00	
	Grease trap permit fee	$ 50.00	
	Irrigation system permit fee	$ 25.00	
	Service line permit fee	$ 10.00	
	Minimum permit fee	$ 25.00	
	Premature work charge (Starting before a permit is issued)		100% of the permit fee (additional) $150.00 minimum
	Reinspection fee	$ 50.00	
	Permit renewal fee		50% of the original permit fee
	Water Heater Replacement	$ 25.00	New Fee
F.016	SEXUALLY ORIENTED BUSINESSES AND ADULT ARCADES		
	Sexually oriented business application fee (Original)	$ 350.00	
	Sexually oriented business application fee (Renewal)	$ 100.00	
	Sexually oriented business transfer fee	$ 300.00	
	Adult arcade application fee	$ 75.00	
	Adult arcade reinspection fee	$ 60.00	
	Adult arcade transfer or amendment fee	$ 15.00	
F.017	SIGNS		
	Biennial Operating Permit fee after initial 2 years (all permanent signs)	$10.00 + $.50/SF of sign face area	New Fee
	Permit application fee	$ 30.00	(New Sign Permit valid for two years)
	Festival Sign Permit Fee	$ 5.00	
	Sign permit fee	$ 1.25	Per square foot of sign face

	Minimum permit fee	$ 25.00	
	Premature work charges (starting before a permit is issued)	$150.00 + Regular sign permit fees	
	Reinspection fee	$ 50.00	
	Sign operating permit fee (Payable per sign, per term of permit. Term is one year for temporary signs, 24 months for all others.)	$10.00 plus $0.50 per sq. ft. of display area	"Display area" and "sign" are defined in Chapter 6. *Exceptions* : Fees do not apply to signs covered by affirmative defenses or signs for conforming uses allowed in residential districts.
F.018	Reserved		
F.019	TREES - URBAN FOREST PRESERVATION		
	Replacement Planting Fee per Caliper Inch	$ 250.00	NEW - Fee for replacement trees when planting on site is not an option.
	Removal permit fee	$ 50.00	*Exception* : There is no fee for dead, dying, diseased, hazardous or Class 4 trees.
	Low impact evaluation fee	$ 50.00	Non-structures such as patios, irrigation systems, etc.
	Survey and disposition review fee (major construction)	$ 250.00	Includes new construction including residential, commercial, pools, major additions, etc.
	Survey and disposition review fee (minor construction)	$ 150.00	Includes demolitions, garages, alterations and rennovations.
F.020	WATER AND SEWER SERVICE		
	New service connect	$ 50.00	Each time service is established
	Delinquent account service fee	$ 50.00	Fee for accounts that are subject to disconnection due to past due status of the bill. The fee is charged on these accounts regardless if the service is disconnected or not.
	After hours delinquent reconnect fee	$ 60.00	Reconnect service after 4 p.m. or before 8 a.m.
	Deposit	$ 200.00	Maximum for residential accounts
		$ 500.00	Maximum for non-residential accounts (builders, developers, commercial)
	Return check (or ACH) charge	$ 35.00	(see "Administration")
	Periodic Charges:		
	The total charge per month for each customer is the sum of the applicable base monthly charges (for both water and sewer), for each meter, plus the charges for gallons (for both water and sewer) delivered through each meter, all calculated separately for each meter according to the schedules set out below.		
	Notes:		
	(1) "Residential-only premises" refers to premises that are used only for residential purposes.		
	(2) "Water-only meters" refers to meters that serve only irrigation systems and other fixtures from which there is no return flow into the sanitary sewer system; "regular meters" refers to all other meters.		
	Base monthly charges:		
	Meters serving residential-only premises:		
	5/8" or 3/4" meter:	$ 10.69	
	1" meter	$ 23.89	
	1-1/2" meter	$ 45.52	
	Meters serving any other premises:		
	5/8 or 3/4" meter	$ 31.34	
	1" meter	$ 44.14	

	1-1/2" meter	$ 65.31	

	2" meter	$ 199.98	
	3" meter	$ 534.33	
	Gallonage charges (per 1,000 gallons):		
	Regular meters:		
	First 3,000 gallons (0 to 3,000)	$ 4.22	
	Next 6,000 gallons (3,001 to 9,000)	$ 5.13	
	Next 6,000 gallons (9,001 to 15,000)	$ 6.10	
	Each 1,000 gallons thereafter (over 15,000)	$ 7.27	
	Water-only meters:		
	First 7,500 gallons	$ 5.67	
	Each 1,000 gallons thereafter (over 7,500)	$ 7.27	
	Sewer Rates		
	Base monthly charges:		
	Meters serving residential-only premises	$ 5.44	
	Meters serving any other premises	$ 21.57	
	Gallonage charges (per 1,000 gallons)		
	Residential-only premises	$ 2.96	
	Any other premises	$ 3.20	
	WATER METER REPLACEMENT CHARGES		NEW FEES
	Replace damaged 3/4" water meter.	$ 300.00	Inc. cost for labor and misc. materials.
	Replace damaged 1" water meter.	$ 400.00	Inc. cost for labor and misc. materials.

	Replace damaged 1 1/2" water meter.	$ 900.00	Inc. cost for labor and misc. materials.
	Replace damaged 2" water meter.	$ 1,000.00	Inc. cost for labor and misc. materials.
F.021	ZONING & PLANNING COMMISSION		
	Plats and replats	The fee is the City's actual cost of plat review, plus incidentals. The review is done by a planner retained by the City or by City staff. Incidentals include legal notices, surveys, title and legal work, research, signature requests, recording, copies, etc., as may be required and not provided by the applicant. DEPOSIT. A deposit amount (due with the preliminary application) is estimated by the City staff, but the minimum deposit is $500 base fee (or $200.00 base fee for amending plats only), plus $10.00 for each lot and reserve shown on the plat or replat, plus $100 for those requiring newspaper legal notice, plus $100.00 for each separate legal instrument needed (easements, etc.). ADDITIONAL DEPOSIT. An additional deposit of $100.00 ($50.00 for amending plats) is due each time the plat is resubmitted for rechecking. FULL PAYMENT. The full actual cost must be paid before the replat is released for recording.	
	Rezoning requested by applicant for that person's special benefit	$500 plus out-of-pocket costs for drafting and review by planner, engineer, attorney and other consultant. A deposit is estimated by the city planner, and may be increased as the matter proceeds. The deposit must be increased to cover the estimated full costs at these stages: (1) before the meeting of the Commission to consider a preliminary report, (2) before any hearing notices are sent out and (3) before the meeting at which the Commission considers its final report.	
F.022	ZONING BOARD OF ADJUSTMENT		
	Appeal of building official decision	$250.00. *Exception* : $500.00 plus out-of-pocket review costs for appeals requiring review by planner, engineer, attorney or other consultant. A deposit is estimated by the city planner and must be paid with the application. The full cost is payable before the hearing. In addition to all other fee items, the applicant must pay the actual cost of notices; see below.	
	Special exception	$250.00 per exception per proposed building site affected. *Exception* : $500.00 plus out-of-pocket review costs for exceptions requiring review by planner, engineer, attorney or other consultant. A deposit is estimated by the city planner and must be paid with the application. The full cost is payable before the hearing. In addition to all other fee items, the applicant must pay the actual cost of notices; see below.	
	Variance	$250.00 per variance per proposed building site affected. Exception: $500.00 plus out-of-pocket review costs for variances requiring review by planner, engineer, attorney or other consultant. A deposit is estimated by the city planner and must be paid with the application. The full cost is payable before the hearing. In addition to all other fee items, the applicant must pay the actual cost of notices; see below.	
	Other application	$250 per action item requested. *Exception* : $500.00 plus out-of-pocket review costs for appeals requiring review by planner, engineer, attorney or other consultant. A deposit is estimated by the city planner and must be paid with the application. The full cost is payable before the hearing In addition to all other fee items, the applicant must pay the actual cost of notices; see below.	

	Cost of notices	In addition to all other fee items, the applicant must pay the City's actual out-of-pocket cost of giving notices and recording decisions in the real property records. A deposit of ~~$150.00~~ $200.00 is due at the time of application. Any excess cost must be paid before the hearing or release of decision.	
	Refunds	No fees or costs are refundable unless: (i) the applicant prevails, (ii) the ZBA reverses or modifies an administrative interpretation or other decision; and (iii) the ZBA determines that a refund (full or partial) would be just and equitable under the facts and circumstances of the case.	
F.023	PUBLIC SAFETY		
	Alarm Permit Application Fee	$ 30.00	
	Annual permit renewal fee	$ 15.00	
	Burglary False Alarm Fees	$ 50.00	Per occurrence on the 4th and 5th false alarm in a 12 month period.
	Burglary False Alarm Fees	$ 75.00	Per occurrence on the 6th and 7th false alarm in a 12 month period.
	Burglary False Alarm Fees	$ 100.00	Per occurrence on the 8th or more false alarms in a 12 month period.
	Fire or Medical False Alarm Fees	$ 175.00	Per occurance on the 4th or more false alarms in a 12 month period
	Copies of accident reports or accident information	$6.00 or the actual cost of the preparation of the copy, whichever is less; plus $2.00 per copy for certification (if requested).	
	Certification that no such report or information is on file	$ 6.00	
	CPR/AED Certification Class	$ 40.00	
	DirectLink Monthly Alarm Fee	$ 35.00	

Master Charge Schedule for West University FD EMS

Regarding DOS 2016-2017

Service/Supply	MEDICARE		MEDICAID		Commercial/ Individual	
Base Rates						
	Current	Suggested	Current	Suggested	Current	Suggested
BLS Emergency	$ 566.50	$736.50	$566.50	$736.50	$ 566.50	$ 820.50
BLS Non-emergency	$ 550.00	$715.00	$550.00	$715.00	$ 550.00	$ 797.00
ALS-1 Non-Emerg	$ 650.00	$845.00	$650.00	$845.00	$ 650.00	$ 942.00
ALS-1 Emergency	$ 669.50	$869.50	$669.50	$869.50	$ 669.50	$ 970.00
ALS-2	$ 772.50	$1,003.50	$772.50	$1,003.50	$ 772.50	$ 1,119.50
Ground Mileage	$ 10.30	$14.01	$10.30	$14.01	$ 10.30	$ 14.94
Decontamination					$ -	$ 75.00
Extra Attendant			$0.00	$ 75.00	$ 50.00	$ 75.00
Bariatric					$ -	$ 75.00
Procedures						
Service/Supply	MEDICARE		MEDICAID		Commercial/ Individual	
BLS AED					$ 219.00	$219.00
ALS AED					$ 219.00	$219.00
Capnography					$ 45.00	$45.00
Cardiac/EKG Monitoring					$ 184.50	$195.54
Chest Decompression					$ 129.78	$250.00
CPAP					$ 98.00	$100.94
CPR					$ 129.78	$150.00
Defib/Pacing					$ 219.00	$250.00
Extrication					$ 180.00	$180.00
Glucometer					$ 10.00	$45.00
Immobilization (backboard,					$ 21.00	$45.00
Intubation (ET/EOA)					$ 45.00	$45.00
K.E.D.					$ 45.00	$45.00
Nebulizer Treatment					$ 25.00	$25.00
OB Delivery					$ -	$75.00
Oxygen Administration					$ -	$45.00
Pulse Oximeter					$ 25.00	$10.00
Restraint					$ -	$45.00
Splinting					$ 67.50	$75.00
Suction					$ -	$45.00
Traction Splint					$ 67.50	$67.50
Tracheotomy Procedure					$ 280.00	$295.00
Medical Supply						
Service/Supply	MEDICARE		MEDICAID		Commercial/ Individual	
Adhesive Tape					$ -	$5.00
Bandages					$ 20.00	$21.22
Betadine Swab					$ -	$2.50
Blanket - disposable					$ 27.50	$28.33

Master Charge Schedule for West University FD EMS

Regarding DOS 2016-2017

Service/Supply	MEDICARE		MEDICAID		Commercial/ Individual	
Bulb Syringe					$ -	$5.00
Burn Sheet					$ 24.75	$36.55
Cervical Collar					$ 51.70	$53.25
Chest Decompression Kit					$ -	$120.00
Chest Seal (Disposable)					$ 27.00	$27.00
Cold Pack					$ -	$5.00
Combat Tourniquet					$ 48.00	$55.41
Convenience Bag					$ -	$5.00
Defib/Pacing Pads - Adult					$ 80.50	$85.00
Defib/Pacing Pads - Pedi					$ 98.00	$98.00
Head Immobilizer					$ 21.00	$65.00
EKG Electrodes (12 Lead)					$ 33.00	$132.00
EKG Electrodes (3 Lead)					$ 33.00	$33.00
Eye Wash					$ -	$15.00
Gauze Pad 4x4					$ -	$5.00
Gauze Pad 5x9					$ -	$10.00
Gloves - Pair					$ 2.00	$5.00
Glucose Strip					$ 10.00	$10.00
Hot Pack					$ -	$2.50
Isolation/Infection Kit					$ 49.50	$58.35
Kerflix Soft Roll Gauze					$ -	$5.00
KY Jelly					$ -	$5.00
Linen (Disposable)					$ -	$8.50
OB Kit					$ 44.00	$45.00
Padded Board Splint					$ -	$36.00
Petroleum/Vaseline Gauze					$ -	$2.50
Pillow - disposable					$ 9.00	$20.00
Quick Clot					$ 45.00	$45.00
Roller Gauze 4'					$ -	$5.00
Silver Rescue Blanket					$ 27.50	$27.50
Silver Swaddler					$ 27.50	$27.50
Splints (SAM)					$ -	$25.00
Sterile Water/Saline					$ -	$5.00
Thermometer Cover					$ -	$5.00
Trauma Dressing (Multi)					$ -	$15.00
Triangle Bandage					$ -	$5.00
Oxygen Supply						
Service/Supply	**MEDICARE**		**MEDICAID**		**Commercial/ Individual**	

Master Charge Schedule for West University FD EMS

Regarding DOS 2016-2017

Service/Supply	MEDICARE		MEDICAID		Commercial/ Individual	
Oxygen USP			$85.00	$ 90.18	$ 85.00	$90.18
Aerosol Mask					$ -	$10.00
Corrugated Aerosol Tubing					$ -	$5.00
CO2 Detector					$ -	$25.00
Humidifier					$ -	$10.00
Nasal Cannula					$ -	$5.00
Non-Rebreather Mask					$ -	$10.00
Airway Supply						
Service/Supply	**MEDICARE**		**MEDICAID**		**Commercial/ Individual**	
Adult BVM					$ -	$40.00
Child BVM					$ -	$40.00
CO2 Sampling Line					$ -	$24.00
CPAP Mask/Tubing					$ -	$124.29
Endotracheal Inducer (Bougie)					$ -	$12.84
Disposable SPO2 Sensor					$ -	$43.32
Endotracheal Tube (ET)					$ -	$25.00
Endotracheal Tube Holder					$ -	$10.00
ETCO2 Sensor					$ 23.50	$23.50
FilterLine H Set					$ -	$59.70
Infant BVM					$ -	$40.00
King Airway					$ 80.00	$90.00
King Vision Blade					$ -	$49.00
Laryngoscope Blade Disposable					$ -	$25.00
LMA					$ 80.00	$80.00
MucosalAirwayDevice(MA					$ -	$17.48
Magill Forceps					$ -	$10.00
Oral Airway					$ -	$10.00
PNEUPAC Vent Circuit					$ 44.00	$44.00
Suction Cannister					$ -	$20.00
Suction Catheter (Yankuer)					$ -	$10.00
Suction Cath. (Looped)					$ -	$5.00
Suction Tubing					$ -	$5.00
IV Supply						
Service/Supply	**MEDICARE**		**MEDICAID**		**Commercial/ Individual**	
Angio Catheter (14G-22G)					$ -	$10.00
Buretrol Volume (Pedi)					$ 25.55	$31.84
Drip Multi (10,150,60)					$ -	$20.00

Master Charge Schedule for West University FD EMS

Regarding DOS 2016-2017

Service/Supply	MEDICARE		MEDICAID		Commercial/ Individual	
EZIO Needle					$ 205.00	$205.00
IO Needle					$ 205.00	$211.15
Needles (18G-22G)					$ -	$5.00
Saline Flush					$ -	$10.00
Saline Lock					$ 5.00	$10.00
Start Kit IV					$ -	$45.00
Syringe 1cc					$ -	$2.50
Syringe 3cc					$ -	$5.00
Syringe 5cc					$ -	$7.50
Syringe 10cc					$ -	$10.00
Syringe 30cc					$ -	$15.00
Syringe 60cc					$ -	$20.00
Fluids						
Service/Supply	**MEDICARE**		**MEDICAID**		**Commercial/ Individual**	
Normal Saline 1000cc					$ 42.58	$42.58
Normal Saline 500cc					$ 19.16	$39.48
Normal Saline 250cc					$ -	$19.73
Normal Saline 100cc					$ 6.18	$19.73
Drugs						
Service/Supply	**MEDICARE**		**MEDICAID**		**Commercial/ Individual**	
Acetaminophen/Tylenol					$ 1.00	$2.50
Addaprin/Ibuprofen Tab					$ -	$2.50
Adenocard/Adenoside					$ 177.00	$177.00
Albuterol/Proventil					$ 14.00	$14.42
Amiodarone/Cordarone					$ 46.35	$52.00
Ammonia Inhalant					$ -	$2.50
Aspirin/ASA 81mg					$ 0.05	$2.50
Atropine					$ 14.42	$40.00
Atrovent/Ipratropium					$ 14.00	$14.42
Benadryl/Diphenhydramine					$ 6.70	$6.70
Calcium Chloride/CaCl					$ 13.91	$25.41
Cardizem/Diltiazem					$ 74.16	$74.16
Cyanokit/ Cyanide Antidote					$ 1,699.50	$1,850.00
Dextrose 25%					$ 14.42	$35.86
Dextrose 50%					$ 18.54	$71.74
EPI 1:1000					$ 5.15	$10.00
EPI 1:10000					$ 11.33	$18.00
Fentanyl/Sublimaze					$ 10.82	$10.82

Master Charge Schedule for West University FD EMS

Regarding DOS 2016-2017

Service/Supply	MEDICARE		MEDICAID		Commercial/ Individual	
Glucagon/Glucagen					$ 231.75	$585.70
Glucose/Glutose (oral)					$ 10.00	$11.00
Haldol/Haloperidol					$ 17.00	$22.00
Ketalar/Ketamine					$ 20.17	$20.17
Labetalol/Normodyne					$ 15.45	$18.85
Lidocaine/Xylocaine 2% 100mg					$ 9.27	$20.00
Magnesium Sulfate					$ 7.73	$10.00
Naloxone/Narcan					$ 44.29	$81.43
NTG/Nitroglycerine tab					$ 1.34	$7.25
NTG/Nitroglycerine spray					$ 8.76	$35.41
Sodium Bicarbonate 8.4% Adult					$ 12.36	$33.27
Solu-Cortef					$ 37.98	$37.98
Solumedrol					$ 29.00	$29.00
Thiamine/B-1					$ 45.84	$45.84
Versed/Midazolam					$ 16.03	$25.00
Zofran/Ondansetron					$ 4.12	$10.00