



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
John Montgomery, Mayor Pro Tem
John P. Barnes, Councilmember
Melanie Bell, Councilmember
Shannon Carroll, Councilmember

STAFF

David Beach, City Manager
Scott Bounds, Olson & Olson, City Attorney
Thelma Gilliam, City Secretary

City Council Meeting Agenda

Notice is hereby given of a **Regular Meeting** of the West University Place City Council to be held on **Monday, November 8, 2021** beginning at **6:30 p.m.** in the **Municipal Building, located at 3800 University Boulevard**, for the purpose of considering the agenda of items listed.

Residents can attend in-person, by telephone, or via Zoom. To attend the meeting via telephonic means, please **call 346-248-7799** or you can join <https://us02web.zoom.us/j/87425516393>. **The Meeting ID Number is 874 2551 6393.** Should you have difficulty entering the meeting or need assistance during the meeting, email westuzoom@westutx.gov.

Any person interested in speaking via Zoom on any item on the regular agenda or during public comments must submit his/her request via email to the City Secretary at tgilliam@westutx.gov at least **one (1) hour prior to the start of the meeting**. The request must include the speaker's name, address, and the phone number that will be used for the call, and the agenda item number or description, if applicable. Speakers will remain in a queue and muted until their time to speak. Handouts or other information must be emailed to tgilliam@westutx.gov no later than one day prior to the start of the meeting. The information will be provided to Mayor and Council in advance of the meeting. **Any person interested in speaking in-person** at the meeting, must sign up before the start of the regular meeting at 6:30 p.m.

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.

The agenda packet is accessible to the public on the City's website. A recording of this meeting will be made available to the public within three (3) business days after the meeting. **To obtain a hard copy of the agenda packet, please contact the City Secretary via the email address above.**

Agenda of Items:

1. **Call Meeting to Order**
2. **Pledge of Allegiance**

RECESS REGULAR MEETING OF THE CITY COUNCIL TO CONVENE A MEETING OF THE CITY OF WEST UNIVERSITY PLACE EMPLOYEE BENEFITS TRUST (EBT) FOR WHICH A SEPARATE EBT AGENDA HAS BEEN POSTED.

RESUME REGULAR CITY COUNCIL MEETING AFTER ADJOURNMENT OF THE EBT MEETING

3. **Public Comments**

This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items. Speakers are required to register in advance and must limit their presentations to three minutes each.

If the topic the speaker wishes to address is on the agenda, the speaker may 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 on matters on the agenda must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments.

Persons making personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. This rule does not prohibit criticism of the City or criticisms of actions or omissions of the City.

4. Appointment of a Fire Chief

Matters related to the appointment of a Fire Chief. *Recommended Action: Approve the City Manager's appointment of a Fire Chief. Mr. Dave Beach, City Manager* [see Agenda Memo 4]

5. Resolution Approving the 2022 Fee Schedule

Matters related to a resolution adopting the City's 2022 Fee Schedule. *Recommended Action: Approve resolution adopting the City's 2022 Fee Schedule. Ms. Will Thompson, Assistant to the City Manager* [see Agenda Memo 5]

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 Meeting Minutes

Approve City Council Minutes of October 25, 2021. *Recommended Action: Approve City Council Minutes of October 25, 2021. Ms. Thelma Gilliam, City Secretary* [see Agenda Memo 6A]

B. Update to 2022 Employee Medical Rates

Matters related to the 2022 employee medical rates. *Recommended Action: Approve update to 2022 Employee medical rates. Mr. James Urban, Human Resources Director* [see Agenda Memo 6B]

7. Water System Resiliency

Matters related to discussion on the resiliency of water system. *Recommended Action: Discuss and provide feedback and direction. Mr. Gerardo Barrera, Public Works Director* [see Agenda Memo 7]

8. Adjourn Regular Meeting

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 November 8, 2021 was posted on the Municipal Building bulletin board on November 4, 2021, at approximately 4:00 o'clock p.m.

(SEAL)

Thelma A. Gilliam
Thelma A. Gilliam, City Secretary



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	11.8.2021	Agenda Item	4
Approved by City Manager	Yes	Presenter(s)	D. Beach, City Manager
Reviewed by City Attorney	N/A	Department	Administration
Subject	Appointment of Fire Chief – Jennifer Drake		
Attachments	N/A		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:	N/A	
	Additional Appropriation Required:	N/A	
	Additional Account Number:	N/A	

Executive Summary

Fire Chief Taylor recently announced his retirement effective January 3, 2022, so it is necessary for the City Manager to designate his replacement. Section 6.02(a) of the City Charter states, “the City Manager shall have the authority, with approval of the City Council, to appoint all department heads and the City Secretary.” Therefore, I request that Council approve my appointment of Jennifer Drake to the position of Fire Chief, effective January 4, 2022.

Captain Drake has been serving the City of West University since April 2004. She has worked her way up the ranks within the department, earning respect from employees, peers, and supervisors. In January of 2020, she was promoted to her current position of Fire Captain. In addition to numerous relevant fire and paramedic certifications, Captain Drake recently completed the Texas Fire Chief’s Association Academy to become a Certified Fire Executive. Her experience and proficiency with the fire and emergency medical services and her understanding and dedication to our community make Jennifer an excellent choice to be West U’s next Fire Chief.

Making this appointment official in advance of Chief Taylor’s retirement will provide enough time for Chief Taylor and Captain Drake to implement a transition plan for the Department. The future of the Fire Department will be in good hands with Chief Drake.

Recommended Action

The City Manager recommends that Council approve his appointment of Jennifer Drake to the position of Fire Chief, effective January 4, 2022.



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	11.8.2021	Agenda Item	5
Approved by City Manager	Yes	Presenter(s)	W. Thompson, Assistant to the City Manager
Reviewed by City Attorney	Yes	Department	Administration
Subject	Resolution Adopting the FY 2022 Fee Schedule		
Attachments	1. Resolution 2. Redline Proposed 2022 Fee Schedule – Exhibit A		
Financial Information	Expenditure Required:		None
	Amount Budgeted:		None
	Account Number:		None
	Additional Appropriation Required:		None
	Additional Account Number:		None

Executive Summary

As part of the annual budget process, staff reviews all fees and rates charged for city-provided services to ensure that the fees are sufficient to cover the cost to provide those services as deemed appropriate by City Council.

Council discussed the fee schedule and its meeting on October 25, 2021, and requested further information. Staff is proposing revisions to the City’s fee schedule, which are included in Exhibit A of the proposed resolution.

Recommended Action

Staff recommends that City Council approve the resolution adopting the 2022 Fee Schedule.

**City of West University Place
Harris County, Texas**

RESOLUTION NO. XXXX-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, ADOPTING THE CITY OF WEST UNIVERSITY PLACE 2022 FEE SCHEDULE AND ESTABLISHING AN EFFECTIVE DATE.

* * * * *

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

Section 1. The City Council of the City of West University Place, Texas, hereby adopts the “City of West University Place Fee Schedule” attached hereto and made a part hereof for all intents and purposes.

Section 2. The City of West University Place Fee Schedule shall become effective on January 1, 2022.

PASSED, APPROVED, AND RESOLVED this 8th day of November, 2021.

Susan Sample, Mayor

ATTEST:

Thelma A. Gilliam, City Secretary

Redline Proposed 2022 Fee Schedule
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 Removal/Trimming Fee
 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				
		FY 2021	FY 2022	
	Motor vehicle decal charges	\$ 1.00	\$ 1.00	
	Commercial impact zone permit fee	\$ 10.00	\$ 10.00	For first motor vehicle and \$5 per motor vehicle thereafter
	Returned check (or ACH payment) fee	\$ 35.00	\$ 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	\$ 25.00	
	Acquiescence to encroachment fee	\$ 100.00	\$ 100.00	
	Municipal Setting Designation Processing Fee	\$ 500.00	\$ 500.00	
	Alcohol Variance Request	\$ 250.00	\$ 250.00	
	Special events fee			
	Use of City-owned photocopier	\$ 0.10	\$ 0.10	Actual cost Per copy
	Convenience fee for on-line transactions	2.75% of total transaction amount	2.75% of total transaction amount	
GEOGRAPHIC INFORMATION SYSTEM				
	Standard map - 8 1/2" x 11" color	\$ 0.75	\$ 0.75	
	Standard map - 11" x 17" color	\$ 1.00	\$ 1.00	
	Standard map - 24" x 36" color	\$ 15.00	\$ 15.00	
	Standard map - 36" x 48" color	\$ 17.50	\$ 17.50	
	Standard map - 42" x 52" color	\$ 20.00	\$ 20.00	
	Custom map - same as above + hourly labor charges	\$ 20.00	\$ 20.00	
F.002 AMBULANCE SERVICE				
	Commercial/Auto/Individuals Base Rates	FY 2021	FY 2022	
	BLS Emergency A0429	\$ 844.60	\$ 844.60	
	BLS Non-emergency A0428	\$ 820.91	\$ 820.91	
	ALS-1 Non-emerg. A0426	\$ 970.26	\$ 970.26	
	ALS-1 Emergency A0427	\$ 999.10	\$ 999.10	
	ALS-2 A0433	\$ 1,153.09	\$ 1,153.09	
	Ground Mileage A0425	\$ 15.39	\$ 15.39	
	Decontamination	\$ 157.50	\$ 157.50	
	Extra Attendant	\$ 75.00	\$ 75.00	
	Bariatric	\$ 75.00	\$ 75.00	

	Procedures	FY 2021	FY 2022
	BLS AED	\$ 219.00	\$ 219.00
	ALS AED	\$ 219.00	\$ 219.00
	Capnography	\$ 45.00	\$ 45.00
	Cardiac/EKG Monitoring	\$ 195.54	\$ 195.54
	Chest Decompression	\$ 250.00	\$ 250.00
	CPAP	\$ 100.94	\$ 100.94
	CPR	\$ 150.00	\$ 150.00
	Defib/Pacing	\$ 250.00	\$ 250.00
	Extrication	\$ 180.00	\$ 180.00
	Glucometer	\$ 45.00	\$ 45.00
	Immobilization (backboard, combicarrier or scoop)	\$ 45.00	\$ 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	\$ 75.00
	Oxygen Administration	\$ 45.00	\$ 45.00
	Pulse Oximeter	\$ 10.00	\$ 10.00
	Restraint	\$ 45.00	\$ 45.00
	Splinting	\$ 75.00	\$ 75.00
	Suction	\$ 45.00	\$ 45.00
	Traction Splint	\$ 67.50	\$ 67.50
	Tracheotomy Procedure	\$ 295.00	\$ 295.00

	Medical Supply	FY 2021	FY 2022
	Adhesive Tape	\$ 5.00	\$ 5.00
	Bandages	\$ 21.22	\$ 21.22
	Betadine Swab	\$ 2.50	\$ 2.50
	Blanket - disposable	\$ 28.33	\$ 28.33
	Bulb Syringe	\$ 5.00	\$ 5.00
	Burn Sheet	\$ 36.55	\$ 36.55
	Cervical Collar	\$ 53.25	\$ 53.25
	Chest Decompression Kit	\$ 120.00	\$ 120.00
	Chest Seal (Disposable)	\$ 27.00	\$ 45.00
	Cold Pack	\$ 5.00	\$ 5.00
	Combat Tourniquet	\$ 55.41	\$ 55.41
	Convenience Bag	\$ 5.00	\$ 5.00
	Defib/Pacing Pads - Adult	\$ 85.00	\$ 85.00
	Defib/Pacing Pads - Pedi	\$ 98.00	\$ 98.00
	Disp. Head Immobilizer	\$ 65.00	\$ 65.00
	EKG Electrodes - 3 Lead	\$ 33.00	\$ 33.00
	EKG Electrodes - 12 Lead	\$ 132.00	\$ 132.00
	Eye Wash	\$ 15.00	\$ 15.00
	Gauze Pad 4x4	\$ 5.00	\$ 5.00
	Gauze pad 5x9	\$ 10.00	\$ 10.00
	Gloves - Pair	\$ 5.00	\$ 5.00
	Glucose Strip	\$ 10.00	\$ 10.00
	Hot Pack	\$ 2.50	\$ 2.50
	Isolation/Infection Control Kit	\$ 58.35	\$ 110.00
	Kerfix Soft Roll Gauze	\$ 5.00	\$ 5.00
	KY Jelly	\$ 5.00	\$ 5.00
	Linen (Disposable)	\$ 10.00	\$ 10.00
	OB Kit	\$ 45.00	\$ 45.00
	Padded Board Splint	\$ 36.00	\$ 36.00
	Petroleum/Vaseline Gauze	\$ 2.50	\$ 2.50
	Pillow - disposable	\$ 20.00	\$ 20.00
	Quick Clot	\$ 55.00	\$ 55.00
	Roller Gauze 4'	\$ 5.00	\$ 5.00
	Silver Rescue Blanket	\$ 27.50	\$ 27.50
	Silver Swaddler	\$ 27.50	\$ 0.00
	Splint (SAM)	\$ 25.00	\$ 25.00
	Sterile Water/Saline	\$ 5.00	\$ 5.00
	Thermometer Cover	\$ 5.00	\$ 5.00
	Trauma Dressing (Multi)	\$ 15.00	\$ 15.00
	Triangle Bandage	\$ 5.00	\$ 5.00
	Oxygen Supply	FY 2021	FY 2022
	Oxygen USP	\$ 90.18	\$ 90.18
	Aerosol Mask	\$ 10.00	\$ 10.00
	CO2 Detector NCCO2	\$ 25.00	\$ 48.00
	Humidifier	\$ 10.00	\$ 0.00
	Nasal Cannula	\$ 5.00	\$ 5.00
	Non-Rebreather Mask	\$ 10.00	\$ 10.00

	Airway Supply	FY 2021	FY 2022
	Adult BVM	\$ 40.00	\$ 40.00
	Child BVM	\$ 40.00	\$ 40.00
	CO2 Sampling Line	\$ 24.00	\$ 0.00
	CPAP Mask/Tubing	\$ 124.29	\$ 124.29
	Endotracheal Inducer (Bougie)	\$ 12.84	\$ 12.84
	Disposable SPO2 Sensor	\$ 43.32	\$ 43.32
	Endotracheal Tube (ET)	\$ 25.00	\$ 25.00
	Endotracheal Tube Holders	\$ 10.00	\$ 10.00
	ETCO2 Sensor	\$ 23.50	\$ 23.50
	FilterLine H Set	\$ 59.70	\$ 59.70
	Infant BVM	\$ 40.00	\$ 40.00
	IGel	\$ 90.00	\$ 90.00
	King Vision Blade	\$ 49.00	\$ 65.00
	Laryngoscope Blade Disposable	\$ 25.00	\$ 25.00
	MucosalAirwayDevice(MAD)	\$ 17.48	\$ 17.48
	Magill Forceps	\$ 10.00	\$ 10.00
	Oral Airway	\$ 10.00	\$ 10.00
	PNEUPAC Vent Circuit	\$ 100.00	\$ 100.00
	Suction Cannister	\$ 20.00	\$ 20.00
	Suction Catheter (Yankuer)	\$ 10.00	\$ 10.00
	Suction Cath. (Looped)	\$ 5.00	\$ 5.00
	Suction Tubing	\$ 5.00	\$ 5.00
	IV Supply	FY 2021	FY 2022
	Angio Catheter (14G-22G)	\$ 10.00	\$ 10.00
	Buretrol Volume (Pedi)	\$ 31.84	\$ 31.84
	Drip Multi (10,150,60)	\$ 20.00	\$ 20.00
	EZIO Needle	\$ 205.00	\$ 205.00
	IO Needle	\$ 211.15	\$ 211.15
	Needles (18G-22G)	\$ 5.00	\$ 5.00
	Saline Flush	\$ 10.00	\$ 10.00
	Saline Lock	\$ 10.00	\$ 10.00
	Starter Kit IV	\$ 45.00	\$ 45.00
	Syringe 1cc	\$ 2.50	\$ 2.50
	Syringe 3cc	\$ 5.00	\$ 5.00
	Syringe 5cc	\$ 7.50	\$ 7.50
	Syringe 10cc	\$ 10.00	\$ 10.00
	Syringe 30cc	\$ 15.00	\$ 15.00
	Syringe 60cc	\$ 20.00	\$ 20.00
	Fluids	FY 2021	FY 2022
	Normal Saline 1000	\$ 42.58	\$ 42.58
	Normal Saline 500	\$ 39.48	\$ 39.48
	Normal Saline 250	\$ 19.73	\$ 19.73
	Normal Saline 100	\$ 19.73	\$ 19.73

	Drugs	FY 2021	FY 2022
	Acetaminophen/Tylenol	\$ 2.50	\$ 2.50
	Adenocard/Adenoside	\$ 177.00	\$ 177.00
	Albuterol /Proventil	\$ 14.42	\$ 14.42
	Amiodarone/Cordarone	\$ 67.00	\$ 67.00
	Ammonia Inhalant	\$ 2.50	\$ 2.50
	Aspirin/ASA 81mg	\$ 2.50	\$ 2.50
	Atropine	\$ 40.00	\$ 40.00
	Atrovent/Ipratropium	\$ 14.42	\$ 14.42
	Benadryl/Diphenhydramine	\$ 10.50	\$ 10.50
	Calcium Chloride/CaC1	\$ 35.00	\$ 35.00
	Cardizem/Diltiazem	\$ 74.16	\$ 74.16
	Cyanokit/Cyanide Antidote	\$ 1,850.00	\$ 1,850.00
	Dextrose 10% 250ml	\$ 0.00	\$ 12.00
	Dextrose 25%	\$ 35.86	\$ 35.86
	Dextrose 50%	\$ 71.74	\$ 71.74
	EPI 1:1000	\$ 44.00	\$ 44.00
	EPI 1:10000	\$ 18.50	\$ 18.50
	EPI Racemic 2.25%	\$ 0.00	\$ 12.00
	Fentanyl/Sublimaze	\$ 13.50	\$ 13.50
	Glucagon/Glucagen	\$ 585.70	\$ 585.70
	Glucagon/Glucagen Oral	\$ 11.00	\$ 11.00
	Haldol/Haloperidol	\$ 30.00	\$ 30.00
	Ketalar/Ketamine	\$ 45.00	\$ 90.00
	Labetalol/Normodyne	\$ 40.00	\$ 40.00
	Lidocaine/Xylocaine 2% 100mg	\$ 30.00	\$ 30.00
	Magnesium Sulfate	\$ 22.50	\$ 22.50
	Naloxone/Narcan	\$ 87.50	\$ 87.50
	NTG/Nitroglycerine spray	\$ 35.41	\$ 35.41
	NTG/Nitroglycerine tab	\$ 18.00	\$ 18.00
	Sodium Bicarbonate 8.4% Adult	\$ 35.00	\$ 35.00
	Solumedrol	\$ 125.00	\$ 125.00
	Thiamine/B-1	\$ 45.84	\$ 45.84
	Versed/Midazolam	\$ 38.50	\$ 38.50
	Zofran/Ondansetron	\$ 10.00	\$ 10.00
<p><i>Exceptions:</i> (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.</p>			

F.003 ANIMALS			
	FY 2021	FY 2022	
Original registration of dogs and cats	\$ 20.00	\$ 20.00	<i>Exception</i> : \$15 for owners over 65 years of age.
Annual dangerous dog registration	\$ 250.00	\$ 250.00	Fee is in addition to the above registration fees
First violation and impoundment fee	\$ 50.00	\$ 50.00	\$100 if animal is: (i) not registered or (ii) a dangerous dog
Second violation and impoundment fee	\$ 75.00	\$ 75.00	\$150 if animal is: (i) not registered or (ii) a dangerous dog
Third and all successive violations and impoundment fees	\$ 100.00	\$ 100.00	\$200 if animal is: (i) not registered or (ii) a dangerous dog
Daily kennel fees	\$ 20.00	\$ 20.00	
<i>Note</i> : 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			
	FY 2021	FY 2022	
Annual contractor registration fee	\$ 100.00	\$ 100.00	
Permit application fee	\$ 50.00	\$ 100.00	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	50% of the corresponding permit fee	Plan checking fee must be paid each time plans are submitted or re-submitted. <i>Exception</i> : 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	\$ 50.00	\$ 100.00	
New construction permit fee (Single family residential)	\$0.60 per square foot	\$1.00 per square foot	
New construction permit fee (Other)	\$0.60 per square foot	\$1.00 per square foot	
Remodeling and repair permit fee (Single family residential)	\$0.60 per square foot (area remodeled)	\$1.00 per square foot (area remodeled)	
Remodeling and repair permit fee (Other)	\$0.60 per square foot (area remodeled)	\$1.00 per square foot (area remodeled)	
Fence or wall permit fee	See Note	See Note	\$ 0.85 per linear foot; \$30.00 min.
Driveway permit fee	\$ 80.00	\$ 100.00	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	\$1.00 per linear foot	\$1.50 per linear foot	
Street or curb permit fee	\$ 25.00	\$ 25.00	For regulated facilities under Chapter 19, add \$150 for plan-checking plus application fees
<i>Exception</i> : 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.			

	FY 2021	FY 2022	
PWSF (low-impact) permit, for equipment attached to existing structures with no new electrical, alteration or construction	\$100.00 per site	\$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	\$500.00 per site	Non-low-impact PWSF permits require a special exception; see F.022, below
Registration for house movers fee	\$ 500.00	\$ 500.00	
Renewal fee	\$ 400.00	\$ 400.00	
Moving permit fee	\$ 500.00	\$ 500.00	
Occupancy inspection fee (Single family residential)	\$ 50.00	N/A	
Occupancy inspection fee (Commercial)	\$ 100.00	\$ 100.00	
3/4" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 1,400.00	\$ 1,400.00	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.	\$ 2,600.00	\$ 2,600.00	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.	\$ 3,500.00	\$ 3,500.00	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.	\$ 4,700.00	\$ 4,700.00	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.	\$ 1,600.00	\$ 1,600.00	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.	\$ 2,800.00	\$ 2,800.00	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 service new structure.	\$ 3,500.00	\$ 3,500.00	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.	\$ 4,700.00	\$ 4,700.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.

		FY 2021	FY 2022	
	1-1/2" Water connection permit and meter service installation to service new structure	\$ 4,900.00	\$ 4,900.00	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.
	1-1/2" Water connection permit and meter service installation to service new structure	\$ 3,700.00	\$ 3,700.00	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.
	1-1/2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 3,600.00	\$ 3,600.00	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.
	1-1/2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 2,400.00	\$ 2,400.00	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.	\$ 3,700.00	\$ 3,700.00	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.	\$ 4,800.00	\$ 4,800.00	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.	\$ 4,100.00	\$ 4,100.00	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.	\$ 5,200.00	\$ 5,200.00	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	\$ 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	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.

	FY 2021	FY 2022	
Artificial Turf		\$ 150.00	
Demolition permit fee	\$ 250.00	\$ 250.00	
Foundation Repair		\$ 150.00	
Generator		\$ 150.00	
Roofing/Siding		\$ 150.00	
Solar Panel Installation		\$ 150.00	
Stucco Repair		\$ 150.00	
Swimming pool permit fee	\$ 150.00	\$ 150.00	
Window Replacement		1-9 Windows: \$150 ≥10 Windows: \$250	
Duplicate permit card fee	\$ 100.00	\$ 100.00	
Premature work charge (Starting before permit is issued)			100% of the permit fee (additional) \$150.00 minimum
Reinspection fee (following routine inspection)	\$ 100.00	\$ 100.00	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	\$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		
	FY 2021	FY 2022	
Application fee	\$ 100.00	\$ 500.00	
Cost of Notices	\$200.00	\$300.00	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 \$200.00 is due at the time of application. Any excess cost must be paid before the hearing or release of decision.
F.006	ELECTRICAL WORK		
	FY 2021	FY 2022	
Annual license fee (Master electrician)	No Charge	No Charge	Per Senate Bill 3329
Permit application fee	\$ 50.00	\$ 100.00	
Temporary service permit fee	\$ 40.00	\$ 100.00	
Meter loop and service permit fee	\$ 50.00	\$ 100.00	
Outlet or light fixture permit fee	\$ 1.00	\$ 3.00	
Appliance permit fee	\$ 5.00	\$ 20.00	
Motor permit fee	\$ 10.00	\$ 25.00	
Service reconnection permit fee	\$ 15.00	\$ 25.00	
Electrical sign permit fee	\$ 15.00	\$ 75.00	
Sign Changing Display	\$ 125.00	\$ 125.00	
Swimming Pool New lights/motors/pumps	\$ 65.00	\$ 100.00	
Replacement Pool/Spa Motors	\$ 10.00	\$ 50.00	
Electric Water Heater	\$ 15.00	\$ 50.00	
Transformer	\$ 25.00	\$ 50.00	
Electric Fence Gate	\$ 65.00	\$ 65.00	
Emergency Reconnect	\$ 110.00	\$ 110.00	
Generator	\$ 50.00	\$ 250.00	
CT/MRI/X-Ray Machines	\$ 65.00	\$ 100.00	
Sub-panel	\$ 35.00	\$ 75.00	
Minimum permit fee	\$ 75.00	\$ 100.00	
Premature work charge (Starting before a permit is issued)			100% of the permit fee (additional) \$150.00 minimum
Reinspection fee	\$ 100.00	\$ 100.00	
Permit renewal fee			50% of the original permit fee
* FIRE DEPARTMENT FEES - See "BUILDING, Fire systems"			

F.007 GARBAGE SERVICE			
	FY 2021	FY 2022	
Monthly dwelling unit charge	\$ 32.97	\$ 33.96	Basic fee, for basic service only.
Monthly dwelling unit charge (Claims Over 65 Exemption According to the Harris County Appraisal District)	\$ 16.75	\$ 17.25	Basic fee, for basic service only.
Monthly dwelling unit charge (Claims Disabled Exemption According to the Harris County Appraisal District)	\$ 16.75	\$ 17.25	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	Min. \$50.00 or actual cost of labor	Min. \$50.00 or actual cost of labor	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.	Min. \$50.00 or actual cost of labor	Min. \$50.00 or actual cost of labor	Special service fee, in addition to basic fee and any other applicable special service fee
F.008 HEALTH			
	FY 2021	FY 2022	
Permit application fee	\$ 30.00	\$ 30.00	
Annual food establishment permit fee	\$ 120.00	\$ 120.00	
Temporary food establishment permit fee (Special event)	\$ 16.00	\$ 16.00	
F.009 HEATING, VENTILATION, AND AIR CONDITIONING			
	FY 2021	FY 2022	
Annual contractor registration fee	\$ 100.00	No Charge	Per House Bill 871, no charge effective September 1, 2021
NEW Residential HVAC System	\$ 200.00	\$ 250.00	Per unit
NEW (Addition) Residential HVAC System	\$ 50.00	\$ 100.00	Per unit
Replacement Heating and air conditioning permit fee (Residential)	\$ 25.00	\$ 100.00	Per unit
Boiler Inspection (Annual)	\$ 50.00	\$ 50.00	Per unit
New Boiler 1,000,000 BTU's or less	\$ 75.00	\$ 75.00	
Replacement Commercial Air Handler	\$ 30.00	\$ 100.00	Per unit
Fire Damper	\$ 10.00	\$ 10.00	Per unit
Fireplace (Residential)	\$ 25.00	\$ 25.00	Per unit
Heating and air conditioning permit fee (Commercial)	\$ 100.00	\$ 100.00	For first 140,000 btu's and \$5 per 100,000 btu's thereafter
Permit application fee	\$ 50.00	\$ 100.00	
Local vent permit fee	\$ 5.00	\$ 20.00	
Minimum permit fee	\$ 75.00	\$ 150.00	
Premature work charge (Starting before a permit is issued)			100% of the permit fee (additional) \$150.00 minimum
Reinspection fee	\$ 100.00	\$ 100.00	
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		
		FY 2021	FY 2022
	Clearance letter	\$ 25.00	\$ 25.00
	Complaint and judgment copy charge	\$ 2.00	\$ 2.00
	Convenience Fee - Online	6.50%	6.50%
	Convenience Fee - In Person	3.50%	3.50%
	Court costs are regulated by the State.		
	All state-prescribed court costs apply.		
F.012	PARABOLIC DISH ANTENNAS		
		FY 2021	FY 2022
	Permit application fee	\$ 30.00	\$ 30.00
	Installation permit fee	\$ 50.00	\$ 50.00

F.013 PARKS AND RECREATION			
	FY 2021	FY 2022	
WUP Rec. Center			
All WUP Residents 75 and older and WUP residents with a Disability Exemption are allowed FREE membership	NO FEE	NO FEE	Available to Residents Only
All WUP residents ages 65 to 74 will receive at least a 50% discount on all membership fees	At least a 50% Discount	At least a 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 Residents	\$ 6.00	\$ 6.00	All Ages
Daily Walk In-Adult Guest of Resident	\$ 12.00	\$ 12.00	All Ages; Must be accompanied by a West U Resident
Individual Annual	\$ 250.00	\$ 250.00	
Individual Seniors age 65 to 74 Annual membership fee	\$ 125.00	\$ 125.00	
Individual Monthly EFT	\$ 25.00	\$ 25.00	
Individual Senior Monthly EFT ages 65 to 74	\$ 10.00	\$ 10.00	
Individual Monthly	\$ 25.00	\$ 25.00	
Individual Senior Monthly ages 65 to 74	\$ 10.00	\$ 10.00	
Couple Annual	\$ 330.00	\$ 330.00	
Couple Senior Annual ages 65 to 74	\$ 165.00	\$ 165.00	
Couple Senior Monthly ages 65 to 74	\$ 15.00	\$ 15.00	
Couple Senior Monthly EFT ages 65 to 74	\$ 15.00	\$ 15.00	
Couple Monthly EFT	\$ 30.00	\$ 30.00	
Couple Monthly	\$ 30.00	\$ 30.00	
Family Annual	\$ 410.00	\$ 410.00	
Family Monthly EFT	\$ 40.00	\$ 40.00	
Family Monthly	\$ 40.00	\$ 40.00	
Weekly Resident House Guest Pass	\$ 30.00	\$ 30.00	Individual option only
Colonial Park Pool			
All WUP residents 65 and older and WUP residents with a Disability Exemption are allowed FREE membership	NO FEE	NO FEE	Available to Residents Only
Daily Walk-in	\$ 6.00	\$ 6.00	All Ages
Daily Walk-in (Guest of Resident)	\$ 12.00	\$ 12.00	All Ages; Must be accompanied by a West U Resident
Individual Season Pass	\$ 105.00	\$ 105.00	
Couples Season Pass	\$ 160.00	\$ 160.00	
Family Season Pass	\$ 240.00	\$ 240.00	
Weekly Resident House Guest Pass	\$ 30.00	\$ 30.00	Individual option only
Nanny Pass	\$ 25.00	\$ 25.00	Nanny Photo ID pass; use restricted exclusively to pool visits with their resident charge(s).
WUPRC & CPP Combination Memberships			
Combination Couple Annual Membership to the West University Place Recreation Center and Colonial Park Pool	\$ 430.00	N/A	
Combination Family Annual Membership to the West University Place Recreation Center and Colonial Park Pool	\$ 575.00	N/A	
Members Only Benefits of Colonial Park Pool Membership	Complimentary	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.

	FY 2020	FY 2021	
Tennis Memberships			Available to Residents Only
Tennis Court Reservation Fee	\$ 6.00	\$ 6.00	
Tennis Court "Membership"	\$ 200.00	\$ 200.00	Annual Fee
Tennis Court "Membership" - Annual Fee with WUPRC Membership	\$ 120.00	\$ 120.00	Annual Fee / with WUPRC Membership Only
Senior Tennis Court Membership	\$ 100.00	\$ 100.00	Annual Fee
Senior Tennis Court Membership - Annual Fee with WUPRC Membership	\$ 60.00	\$ 60.00	Annual 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 indoor rentals, where food and beverages are served, janitorial services will be required	\$ 55.00	\$ 55.00	Flat Fee
Security Deposit: required for ALL rentals	\$ 200.00	\$ 200.00	
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 consumption and distribution of alcoholic beverages within public places, specifically at the Colonial Park Pavilion, Community Building/Senior Center and the West University Place Recreation Center, by the City Manager or his designee.
Alcohol Permit Administration Fee	\$ 50.00	\$ 50.00	Per Event
Alcohol Security Deposit Fee	\$ 300.00	\$ 300.00	Per Event
<i>Institutional Exchanges.</i> 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.			
Community Building / Senior Center Rentals			
Kitchen (Resident)	\$ 30.00	\$ 30.00	Flat Fee
Kitchen (Non-resident w/ resident sponsor)	\$ 45.00	\$ 45.00	Flat Fee
Auditorium (Resident)	\$ 60.00	\$ 60.00	Hourly Rate / 2hr minimum
Auditorium (Non Resident w/ resident sponsor)	\$ 90.00	\$ 90.00	Hourly Rate / 2hr minimum
John Neighbors Senior Room (Resident)	\$ 60.00	\$ 60.00	Hourly Rate / 2hr minimum
John Neighbors Senior Room (Non-resident w/ resident sponsor)	\$ 90.00	\$ 90.00	Hourly Rate / 2hr minimum
Activity Room (Resident)	\$ 40.00	\$ 40.00	Hourly Rate / 2hr minimum
Activity (Non Resident w/ resident sponsor)	\$ 65.00	\$ 60.00	Hourly Rate / 2hr minimum
Meeting Room (Resident)	\$ 40.00	\$ 40.00	Hourly Rate / 2hr minimum
Meeting Room (Non-Resident w/ resident sponsor)	\$ 65.00	\$ 60.00	Hourly Rate / 2hr minimum
Judson Park Rentals			
Wooden Deck Resident	N/A	\$ 60.00	Hourly Rate / 2hr minimum
Wooden Deck (Non Resident w/resident sponsor)	N/A	\$ 90.00	Hourly Rate / 2hr minimum
Scout House Rentals			
Scout House (Resident)	\$ 50.00	\$ 50.00	Hourly Rate / 2hr minimum
Scout House (Non Resident w/ resident sponsor)	\$ 70.00	\$ 75.00	Hourly Rate / 2hr minimum

	FY 2020	FY 2021	
Colonial Park Room, 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)	\$ 480.00	\$ 480.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 250.
Colonial Park Pavilion (Resident)	\$ 60.00	\$ 60.00	Hourly Rate / 2hr minimum
Colonial Park Pavilion (Non-resident w/ resident sponsor)	\$ 90.00	\$ 90.00	Hourly Rate / 2hr minimum
*Janitorial Fee: At ALL rentals, where food and beverages are served, janitorial services will be required.	\$ 55.00	N/A	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)	\$ 240.00	\$ 240.00	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	\$ 70.00	\$ 100.00	Hourly Rate / 2hr minimum \$60.00-Hourly with a two-hour minimum rental period. Additional janitorial fees will be charged if food and beverages are served.
*Off Season Multi-Purpose Room Rental: Involves NO pool use (Non Resident w/ resident sponsor)	N/A	\$ 150.00	Hourly Rate / 2hr minimum
Wooden Deck Rental (Byron St or Case St) : Involves exclusive use of the Wooden Deck and general pool admission, only offered in "season", during normal operating hours Resident Only	\$ 210.00	\$ 210.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 60.
Wooden Deck Rental (Case St) : Involves exclusive use of the Wooden Deck and general pool admission, only offered in "season", during normal operating hours Resident Only	\$ 210.00	N/A	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 60.
Off - Season Wooden Deck (Byron St or Case St.) Resident	\$ 60.00	\$ 60.00	Hourly Rate / 2hr minimum
Off - Season Wooden Deck (Byron St or Case St.) Non-Resident w/ resident sponsor	\$ 90.00	\$ 90.00	Hourly Rate / 2hr minimum
West U Recreation Center Rentals			
Conference Room, Multi-Purpose Room 1, 2a, 2b, 3, or 4 (Resident)	N/A	\$ 40.00	Hourly Rate for each room/ 2hr minimum
Conference Room, Multi-Purpose Room 1, 2a, 2b, 3, or 4 (Non-Resident w/ resident sponsor)	N/A	\$ 60.00	Hourly Rate for each room/ 2hr minimum
Multi-Purpose Room 2 - includes sections A & B (Resident)	N/A	\$ 60.00	Hourly Rate / 2hr minimum
Multi-Purpose Room 2 - includes sections A & B (Non-Resident w/ resident sponsor)	N/A	\$ 90.00	Hourly Rate / 2hr minimum
Multi-Purpose Room 5 (Resident)	N/A	\$ 100.00	Hourly Rate / 2hr minimum
Multi-Purpose Room 5 (Non-Resident w/ resident sponsor)	N/A	\$ 150.00	Hourly Rate / 2hr minimum
Racquetball Court 1 or 2 (Resident)	N/A	\$ 30.00	Hourly Rate / 2hr minimum
Racquetball Court 1 or 2 (Non-Resident w/ resident sponsor)	N/A	\$ 45.00	Hourly Rate / 2hr minimum
Exclusive Pool (Resident)	N/A	\$ 300.00	Hourly Rate / 2hr minimum
Exclusive Pool (Non-Resident w/ resident sponsor)	N/A	\$ 450.00	Hourly Rate / 2hr minimum
Exclusive Entire Building (Resident)	N/A	\$ 600.00	Hourly Rate / 2hr minimum
Exclusive Entire Building (Non-Resident w/ resident sponsor)	N/A	\$ 900.00	Hourly Rate / 2hr minimum
Technology Fee	N/A	\$ 50.00	Use of Projector and Screen

F.014 REMOVAL/TRIMMING FEE				
		FY 2021	FY 2022	
	Vegetation Removal/trimming	Min \$150	Min \$150	\$150 or actual cost if higher for labor, equipment, materials or third party contractor.
F.015 PLUMBING AND GAS				
		FY 2021	FY 2022	
	Permit application fee	\$ 50.00	\$ 100.00	
	Plumbing Fixture or Gas outlet permit fee	\$ 10.00	\$ 30.00	Applies to each fixture and outlet.
	Shower Pan	\$ 10.00	\$ 25.00	
	Residential NEW House Plumbing & Gas	\$ 300.00	\$ 300.00	
	Medical Gas/Vacuum System	\$ 75.00	\$ 100.00	
	Gas test	\$ 25.00	\$ 50.00	
	Gas Repair & Test	\$ 25.00	\$ 75.00	
	Annual Gas Test	\$ 50.00	\$ 100.00	
	Grease trap permit fee	\$ 50.00	\$ 100.00	
	Irrigation system permit fee	\$ 25.00	\$ 50.00	
	Service line permit fee	\$ 10.00	\$ 75.00	
	Minimum permit fee	\$ 75.00	\$ 100.00	
	Premature work charge (Starting before a permit is issued)			100% of the permit fee (additional) \$150.00 minimum
	Reinspection fee	\$ 100.00	\$ 100.00	
	Permit renewal fee			50% of the original permit fee
	Water Heater Replacement	\$ 25.00	\$ 75.00	
F.016 SEXUALLY ORIENTED BUSINESSES AND ADULT ARCADES				
		FY 2021	FY 2022	
	Sexually oriented business application fee (Original)	\$ 350.00	\$ 350.00	
	Sexually oriented business application fee (Renewal)	\$ 100.00	\$ 100.00	
	Sexually oriented business transfer fee	\$ 300.00	\$ 300.00	
	Adult arcade application fee	\$ 75.00	\$ 75.00	
	Adult arcade reinspection fee	\$ 60.00	\$ 60.00	
	Adult arcade transfer or amendment fee	\$ 15.00	\$ 15.00	
F.017 SIGNS				
		FY 2021	FY 2022	
	Biennial Operating Permit fee after initial 2 years (all permanent signs)	\$10.00 + \$.50/SF of sign face area	\$10.00 + \$.50/SF of sign face area	
	Permit application fee	\$ 50.00	\$ 100.00	(New Sign Permit valid for two years)
	Festival Sign Permit Fee	\$ 5.00	\$ 5.00	
	Sign permit fee	\$ 2.00	\$ 2.00	Per square foot of sign face
	Minimum permit fee	\$ 75.00	\$ 75.00	
	Premature work charges (starting before a permit is issued)	\$150.00 + Regular sign permit fees	\$150.00 + Regular sign permit fees	
	Reinspection fee	\$ 100.00	\$ 100.00	
	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	\$10.00 plus \$0.50 per sq. ft. of display area	"Display area" and "sign" are defined in Chapter 6. <i>Exceptions</i> : 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				
		FY 2021	FY 2022	
	Replacement Planting Fee per Caliper Inch	\$ 250.00	\$ 250.00	Fee for replacement trees when planting on site is not an option.
	Removal permit fee	\$ 100.00	\$ 100.00	<i>Exception</i> : There is no fee for dead, dying, diseased,
	Low impact evaluation fee	\$ 100.00	\$ 100.00	Non-structures such as patios, irrigation systems, etc.
	Survey and disposition review fee (major construction)	\$ 250.00	\$ 250.00	Includes new construction including residential, commercial, pools, major additions, etc.
	Survey and disposition review fee (minor construction)	\$ 150.00	\$ 150.00	Includes demolitions, garages, alterations and renovations.

F.020 WATER AND SEWER SERVICE			
	FY 2021	FY 2022	
New service connect	\$ 50.00	\$ 50.00	Each time service is established
Delinquent account service fee	\$ 50.00	\$ 50.00	Fee <u>per meter</u> 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	\$ 60.00	Reconnect service after 4 p.m. or before 8 a.m.
Residential Deposit	\$ 200.00	\$ 200.00	Maximum for residential accounts
Commercial Deposit	\$ 500.00	\$ 500.00	Maximum for non-residential accounts (builders, developers, commercial)
Return check (or ACH) charge	\$ 35.00	\$ 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)			
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:			
<i>Meters serving residential-only premises:</i>			
3/4" meter:	\$ 11.15	\$ 11.15	
1" meter	\$ 24.90	\$ 24.90	
1-1/2" meter	\$ 47.45	\$ 47.45	
<i>Meters serving any other premises:</i>			
3/4" meter	\$ 32.70	\$ 32.70	
1" meter	\$ 46.00	\$ 46.00	
1-1/2" meter	\$ 68.10	\$ 68.10	
2" meter	\$ 207.45	\$ 207.45	
3" meter	\$ 557.05	\$ 557.05	
Gallonge Charges (per 1,000 gallons):			
<i>Regular meters:</i>			
First 3,000 gallons (0 to 3,000)	\$ 4.40	\$ 4.40	
Next 6,000 gallons (3,001 to 9,000)	\$ 5.35	\$ 5.35	
Next 6,000 gallons (9,001 to 15,000)	\$ 6.35	\$ 6.35	
Each 1,000 gallons thereafter (over 15,000)	\$ 7.60	\$ 7.60	
<i>Water-only meters:</i>			
First 7,500 gallons	\$ 5.90	\$ 5.90	
Each 1,000 gallons thereafter (over 7,500)	\$ 7.60	\$ 7.60	
Sewer Rates			
Base Monthly Charges:			
Meters serving residential-only premises	\$ 9.25	\$ 9.25	
Meters serving any other premises	\$ 22.17	\$ 22.17	
Gallonge charges (per 1,000 gallons):			
Residential-only premises	\$ 4.11	\$ 4.11	
Any other premises	\$ 4.11	\$ 4.11	
Water Meter Replacement Charges:			
Replace damaged 3/4" water meter.	\$ 400.00	\$ 400.00	Includes cost for labor and misc. materials
Replace damaged 1" water meter.	\$ 500.00	\$ 500.00	Includes cost for labor and misc. materials
Replace damaged 1 1/2" water meter.	\$ 1,500.00	\$ 1,500.00	Includes cost for labor and misc. materials
Replace damaged 2" water meter.	\$ 1,700.00	\$ 1,700.00	Includes 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.).		
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 \$1,000 per exception per proposed building site affected. Exception: \$500.00 \$1,000 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 \$1,000 per variance per proposed building site affected. Exception: \$500.00 \$1,000 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 \$1,000 per action item requested. Exception: \$500.00 \$1,000 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 \$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			
	FY 2021	FY 2022	
Alarm Permit Application Fee	\$ 30.00	\$ 30.00	
Annual permit renewal fee	\$ 15.00	\$ 15.00	
Burglary False Alarm Fees	\$ 50.00	\$ 50.00	Per occurrence on the 4th and 5th false alarm in a 12 month period.
Burglary False Alarm Fees	\$ 75.00	\$ 75.00	Per occurrence on the 6th and 7th false alarm in a 12 month period.
Burglary False Alarm Fees	\$ 100.00	\$ 100.00	Per occurrence on the 8th or more false alarms in a 12 month period.
Fire or Medical False Alarm Fees	\$ 175.00	\$ 175.00	Per occurrence on the 4th or more false alarms in a 12 month period
Copies of accident reports or accident information			
Certification that no such report or information is on file	\$ 6.00	\$ 6.00	
Copies of incident reports	\$ 1.00	\$ 1.00	
CPR/AED Certification Class	\$ 40.00	\$ 40.00	
DirectLink Monthly Alarm Fee	\$ 35.00	\$ 35.00	
DirectLink Interactive Gold	\$ 8.95	\$ 8.95	Optional add on to regular service
DirectLink Interactive Gold Plus Video	\$ 14.95	\$ 14.95	Optional add on to regular service and Gold package



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	11.08.21	Agenda Item	6A
Approved by City Manager	N/A	Presenter(s)	T. Gilliam, City Secretary
Reviewed by City Attorney	N/A	Department	Administration
Subject	City Council Meeting Minutes		
Attachments	Minutes		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:	N/A	
	Additional Appropriation Required:	N/A	
	Additional Account Number:	N/A	

Executive Summary

Approve City Council Minutes of October 25, 2021.

Recommended Action

Staff recommends approval of the October 25, 2021 Council Meeting Minutes.



The City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
John Montgomery, Mayor Pro Tem
John P. Barnes, Councilmember
Melanie Bell, Councilmember
Shannon Carroll, Councilmember

STAFF

David J. Beach, City Manager
Scott Bounds, Olson and Olson, City Attorney
Thelma Gilliam, City Secretary

CITY COUNCIL MEETING MINUTES

The City Council of the City of West University Place, Texas, met in a workshop and regular meeting on **Monday, October 25**, at **6:00 p.m.**, in the Municipal Building at 3800 University Boulevard, for the purpose of considering the agenda of items listed. The meeting was held in person, but the public was also able attend via Zoom.

Agenda of as follows:

WORKSHOP (6:00 p.m.)

1. Call to Order/Roll Call

Mayor Sample called the workshop to order at 6:00 p.m. In attendance in person were Mayor Pro Tem Montgomery and Councilmembers Barnes and Carroll. Councilmember Bell attended via Zoom from Boston.

Staff in attendance were City Manager Beach, City Secretary Gilliam, Assistant to the City Manager Thompson, and Public Works Director Barrera.

Michael Shelton and Mike Moriarty with Kimley-Horn Associates were also present.

2. Wastewater Treatment Plant Improvements PER

Matters related to Wastewater Treatment Plant Improvements Preliminary Engineering Report (PER).
Mr. Gerardo Barrera, Public Works Director

Public Works Director Barrera presented and said staff is requesting Council's support on the Wastewater final Master Plan as they proceed into the design phase.

After an introduction by Mr. Barrera, Michael Moriarty, Project Manager with Kimley-Horn, spoke and addressed the agenda. Highlights from the presentation were:

• Preliminary Engineering Report

- | | |
|---|-------------|
| ▪ P001 Electrical Power Service Improvements | \$ 640,000 |
| ▪ P002 Treatment Process Optimization with Fine Diffusers | \$3,116,000 |
| ▪ P003 Motor Control Center and Controls | \$1,201,000 |
| ▪ P006 Disinfection Improvements | \$ 405,000 |
| ▪ P007 Replace Screw Pumps with Submersible Pumps | \$1,532,000 |
| ▪ P008 Mechanical Step Screen | \$ 648,000 |
| ▪ P009 Grit Chamber | \$ 916,000 |

▪ P010 Consolidated Operations and Maintenance Manual	\$ 57,000
▪ P011 Control Building	\$2,843,000
▪ P012 Site Work	\$ 379,000
▪ P013 WWTP Structural Improvements	\$ 136,000
▪ P014 Convert Thickener to Digester	\$ 337,000
▪ P015 Plant Security Cameras	\$ 39,000
▪ P016 Nonpotable Water System	\$ 236,000
▪ Total	\$12,485,000

- **WWTP Location**

- Site plans were provided in the presentation

- **Why Upgrade the WWTP**

- Age and Condition
- Flood Resiliency
- Safety Improvements
- Operation & Maintenance Cost Savings
- Regulatory Compliance

- **What Upgrades are Recommended**

- P001 Electrical Power Service Improvements
- P002 Process / Fine Diffusers / Blowers
- P003 Motor Control Center
- P006 Disinfection Improvements
- P007 Submersible Lift Station
- P008 Mechanical Step Screen
- P009 Grit Removal System
- P010 O&M Manual
- P011 Control Building
- P012 Site Work
- P013 Structural Evaluation
- P014 Convert Thickener to Digester
- P015 Plant Security Cameras
- P016 Non-potable Water System

- **Schedule**

- Design (8 months)
- Permitting TCEQ and City of Houston (10 months)
- Bid Phase (3 months)
- Construction (15 months)

Note: Design and permitting tasks will overlap and run concurrently

- **Next Steps**

- Request Council approval of PER (in November)
- Council award of design phase

3. **Adjourn Workshop**

At 6:27 p.m., Councilmember Carroll moved to adjourn the workshop. Councilmember Barnes seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

Audio of the workshop in its entirety is temporarily on the City's website. If the audio is no longer on the website, you can obtain a copy from the City Secretary's office.

REGULAR MEETING (6:30 PM)

4. Call Regular Meeting to Order

Mayor Sample called the regular meeting to order at 6:30 p.m. In attendance were Mayor Pro Tem Montgomery, and Councilmembers Barnes, Bell, and Carroll.

Staff in attendance were City Manager Beach, City Secretary Gilliam, Public Works Director Barrera, Parks and Recreation Director White, Finance Director DuBose, Fire Chief Taylor, Assistant to the City Manager Thompson, Communications Coordinator Cuccerre, HR Director Urban, and Police Chief Walker

5. Pledge of Allegiance

Councilmember Bell led the Pledge of Allegiance.

6. Citizens Academy Awards Ceremony

Matters related to the presentation of awards for graduates of the Citizens Academy. *Recommended Action: No action required. Ms. Bianca Cuccerre, Communications Coordinator*

Communications Coordinator Cuccerre presented and stated eleven residents were receiving recognition for spending the past 7 weeks dedicating their Thursday evenings to learn more about the inter-workings of West U. She said the group spent 14 hours in the classroom, participated in hands-on activities, and toured facilities to have a better understanding of the day-to-day operations it takes to keep the City running.

After Ms. Cuccerre's briefing, Mayor Sample issued Certificates of Completion to the following class participants:

Mayra Perez	Robert Woelfel	Sergio Pozzerle
Melissa Carroll	Jan Woelfel	Eric Orzeck
Elizabeth Cosgrove	Lilly Liang	Scott Ellis
Alice Echervarria	Nick Tajian	

Participants Melissa Carroll, Eric Orzeck and Elizabeth Cosgrove spoke highly of the academy and City staff and said they appreciate the City for offering the academy.

7. Public Comments

This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items. Speakers are required to register in advance and must limit their presentations to three minutes each.

Alida Drewes, 6112 Fordham, spoke on various issues, including the City's lack of transparency and a suggestion that the City do something to honor veterans.

Eddie Mathews, 5906 Fordham Street, spoke regarding the traffic study, traffic safety, and the speed limit changes. He asked Council if the educational campaign for the speed limit change could include some of the issues he pointed out in his comments, with a goal of further improving traffic safety in West U.

8. Resolution Adopting Investment Policy

Matters related to a resolution adopting the Investment Policy. *Recommended Action: Approve resolution adopting the Investment Policy.* **Ms. Katherine DuBose, Finance Director**

Finance Director DuBose presented and said staff brings the City's Investment Policy before Council annually for approval. She also said the policy complies with the Public Funds Investment Act and said the City's general objectives the City chooses to meet for the Investment Policy in priority order are:

- Safety (of the City's principle investment)
- Liquidity
- Public Trust
- Yield (rate of return received on investments)

Ms. DuBose then reviewed staff's recommended changes to the policy:

- Pages 4, 10 & 11 – Updated "Treasurer" to "Finance Manager" based on the position being renamed
- Page 6 – Added item 3. "Obligations of the state of Texas, its agencies, counties, cities, and other political subdivisions rate as to investment quality by a nationally recognized investment rating firm not less than AAA or its equivalent. Individual issuer exposure shall be limited to 5% of the total investment portfolio.;" to the list of Eligible Investments
- Page 12 – Changed "FTN Financial" to "FHN Financial" based on a recent name change
- Page 5 – Added separate category for Financial Institutions
- Included minor updates to ensure the Policy is cohesive and accurately reflects the City's investment standards

Councilmember Bell said the interest the City is seeing in some of the investments does not seem to cover inflation so the City is potentially losing money. She said she is curious how staff is deciding between the suitable and authorized investments because though "Yield" is the least important, it factors into keeping the principle in play.

Ms. DuBose said mainly the City is invested in TexPool because they are very liquid and the City does get earnings, though small, on those investments. She said staff had discussed investing in treasury securities, but in comparison with the investments with TexPool, there was not much of a difference so staff decided to stay with TexPool. Ms. DuBose said staff continuously looks at other investment opportunities and what the City could be earning on any potential investment.

Councilmember Barnes moved to approve the resolution adopting the City's Investment Policy. Councilmember Bell seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

9. Houston-Galveston Area Council Appointment

Matters related to the appointment of representatives to the 2022 H-GAC General Assembly. *Recommended Action: Discuss and designate a representative and alternate to the 2022 H-GAC General Assembly. Mr. Dave Beach, City Manager*

City Manager Beach presented and after a brief explanation to the new members of Council of what H-GAC is and what it does, there was some discussion. After discussion, Councilmember Montgomery moved to appoint Mayor Sample as the representative. Councilmember Bell seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

Councilmember Bell moved to appoint Mayor Pro Tem Montgomery as the alternate. Councilmember Carroll seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

10. 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 Meeting Minutes

Approve City Council Minutes of October 11, 2021. *Recommended Action: Approve City Council Minutes of October 11, 2021. Ms. Thelma Gilliam, City Secretary*

B. Quarterly Investment Report

Matters related to the September 2021 Quarterly Investment Report. *Recommended Action: Accept the City's September 2021 Quarterly Investment Report. Ms. Neelie Walker, Finance Manager*

Mayor Pro Tem Montgomery moved to approve the Consent Agenda as presented. Councilmember Carroll seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

At approximately 7:00 p.m., Council recessed its meeting to convene a meeting of the West University Place Employee Benefits Trust (EBT). See EBT Minutes for discussion/action.

After the EBT meeting, Council resumed the City Council meeting.

11. Transfer of Funds to Employee Benefits Trust

Matters related to authorizing the transfer of funds from the City of West University Place to the City of West University Place Employee Benefits Trust to pay for employee-related benefits beginning with the January 2022 contribution. *Recommended Action: Authorize the transfer of funds to the West University Place Employee Benefits Trust beginning with the January 2022 contribution. Mr. James Urban, Human Resources Director*

Councilmember Barnes moved to authorize the transfer of funds to the West University Place Employee Benefits Trust beginning with the January 22 contribution. Councilmember Carroll seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

12. Adjourn Regular Meeting

With no other business before the Council, Councilmember Carroll moved to adjourn the regular meeting at approximately 7:30 p.m. Councilmember Barnes seconded the motion. **MOTION PASSED.**

Ayes: Sample, Montgomery, Barnes, Bell, Carroll
Noes: None
Absent: None

Audio of the meeting in its entirety is temporarily on the City's website. If the audio is no longer on the website, you can obtain a copy from the City Secretary's office.

Prepared by: Thelma A. Gilliam, TRMC, City Secretary

Council Approved:



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	11.08.2021	Agenda Item	6B
Approved by City Manager	Yes	Presenter(s)	J. Urban, HR Director
Reviewed by City Attorney	N/A	Department	Administration
Subject	Update to 2022 Employee Medical Rates		
Attachments	Updated BCBS Rates		
Financial Information	Expenditure Required:	\$1,709,661	
	Amount Budgeted:	\$1,907,900	
	Account Number:	510-1000-71510 (Employee Medical) 510-1000-71511 (Retiree Medical) 510-1000-71512 (COBRA Medical)	
	Additional Appropriation Required:	N/A	
	Additional Account Number:	N/A	

Executive Summary

At the City Council Meeting and the meeting of the Employee Benefits Trust Board on October 25, 2021, staff recommended the 2022 benefits rates as received by the City’s benefits consultants. However, since those meetings, staff has learned that the rates presented at that time had not yet been through the underwriting process. Therefore, after underwriting approvals, the final numbers resulted in a slight increase of approximately 0.9% from the estimated rates previously presented.

The projection from the previous meeting included a total medical cost to the City of \$1,696,838. The updated projection for the total medical costs is \$1,709,661, an increase of \$12,823 over the original projection. Neither estimate included a \$15,000 premium credit to the City from Blue Cross Blue Shield.

While the overall funding for medical is still within budget and remains with Blue Cross Blue Shield, staff is informing Council of the change. The rate change only applies to the medical plan and does not affect the other approved benefits including, dental, vision, life, or short- and long-term disability.

Recommended Action

Staff recommends that City Council authorize the updated projections for medical rates and continue funding the Employee Benefits Trust with updated projections, beginning with the January 2022 contribution.

**City of West University Place
2022 Premiums & Contributions**

Enrollment		Unit Costs - Monthly						
PPO 2500	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)	Monthly Employee Change From Current (\$)	Monthly Employee Change From Current (%)
Employee	42	\$661.56	\$578.87	87.5%	\$82.69	\$82.69	\$6.86	9.0%
Employee & Children	10	\$1,227.20	\$883.58	72.0%	\$343.62	\$343.62	\$28.46	9.0%
Employee & Spouse	10	\$1,278.79	\$920.73	72.0%	\$358.06	\$358.06	\$29.65	9.0%
Employee & Family	16	\$1,898.68	\$1,367.05	72.0%	\$531.63	\$531.63	\$44.02	9.0%
Total Contributions	78	\$998,692	\$770,739	77.2%	\$227,953			

HSA PLAN	Full Time Employees	Medical Rate	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)	Total Employee Contribution (\$)	Monthly Employee Change From Current (\$)	Monthly Employee Change From Current (%)
Employee	37	\$586.76	\$557.42	95.0%	\$29.34	\$29.34	\$2.43	9.0%
Employee & Children	5	\$1,088.43	\$816.32	75.0%	\$272.11	\$272.11	\$22.54	9.0%
Employee & Spouse	7	\$1,134.20	\$850.65	75.0%	\$283.55	\$283.55	\$23.48	9.0%
Employee & Family	9	\$1,683.98	\$1,262.99	75.0%	\$421.00	\$421.00	\$34.87	9.0%
Total Contributions	58	\$602,970	\$504,332	83.6%	\$98,638			
HSA Contributions	58	\$108,000	\$108,000					
Total Contributions Incl HSA	58	\$710,970	\$612,332		\$98,638			

ER HSA Contribution (EE only) \$1,500
ER HSA Contribution (EE + DEP) \$2,500

All Plans	Full Time Employees	Total Medical Cost	City Contribution (\$)	City Contribution (%)	Employee Contribution (\$)
Total Contributions - All Plans	136	\$1,709,661	1,383,071	80.9%	326,591
Change from current (\$)		\$132,627	\$105,579		\$27,048
Change from current (%)		8.4%	8.3%		9.0%

\$12,571.04 \$10,169.64 \$2,401.40

Rates include 3% bundle discount for LF/LTD/STD/Dental
BCBS is also providing one-time premium credit of \$15k 1/1/2022



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	11.08.2021	Agenda Item	7
Approved by City Manager	Yes	Presenter(s)	G. Barrera, Director
Reviewed by City Attorney	N/A	Department	Public Works
Subject	Water System Resiliency		
Attachments	None		
Financial Information	Expenditure Required:		N/A
	Amount Budgeted:		N/A
	Account Number:		N/A
	Additional Appropriation Required:		N/A
	Additional Account Number:		N/A

Executive Summary

Tonight, staff and the project engineer will provide an overview of the assessment of the City’s water system completed earlier this year with the previous City Council. The assessment consisted of a hydraulic modeling study of the City’s water system and development of recommendations for any improvements needed.

The City’s existing water system includes two groundwater wells, two elevated storage tanks, four ground storage tanks, two booster pump stations, two water supply connections from the City of Houston, and a network of underground water lines. Currently, the City is able to pump 50% of its water from groundwater and purchases the remaining 50% from the City of Houston. In 2020, the City purchased approximately 55% of its water from the City of Houston.

The assessment revealed that the City’s water system is adequate to meet the needs of residents and complies with requirements of the Texas Commission on Environmental Quality (TCEQ). An issue of concern is the City’s ability to complete major repairs/replacement of critical infrastructure for extended periods of time, without a service disruption to our residents.

Project Timeline and deliverables:

- April 2020, the City Engineer (IDS) completed a Water System Capacity Study.
 - This study provided the City staff with a “report card” and recommended action to complete a water efficiency study that would model the current system and identify deficiencies and future system improvements.
- July 2020, City contracted with Freese and Nichols, Inc. (FNI) to Water System Assessment.
 - This assessment performed hydraulic modeling of the City’s existing system under various scenarios to verify the adequacy and performance of the system. The results of the assessment would be used by staff and the City Engineer to develop a planning guide for system improvements.
 - Workshops were held on January 25, 2021 and April 26, 2021, with the final report accepted on May 24, 2021.

Staff is not requesting any decision tonight, other than starting the discussion on the water system assessment and what it means for West U.

Recommended Action

Discuss and provide feedback and direction.