



AGENDA
WATAUGA CITY COUNCIL
REGULAR MEETING
MONDAY, SEPTEMBER 13, 2021
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:30 PM

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a **Regular City Council Meeting** of the City of Watauga, Texas will be held at which time the following subjects will be discussed and may be acted upon.

CALL TO ORDER (Council Members, City Staff, Members of the Public - when speaking during the meeting please speak directly into the microphones on the dais or podium)

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE United States and Texas Flags

ANNOUNCEMENTS

PRESENTATIONS

1. Presentation of Service Awards for City of Watauga Employees celebrating a milestone anniversary during the month of September 2021
Marcia Reyna, Human Resources and Civil Service Director
2. Presentation of a Proclamation recognizing September as Senior Center Month
Andrea Gardner, City Manager

PUBLIC COMMENT If speaking for an organization or group, the speaker should identify the group represented. If speaking during Public Comment (for matters not posted on that particular meeting's agenda), members of the City Council and Staff may only provide a statement of

factual information in response to the inquiry or recite existing policy in response (e.g., to correct a factual misstatement made by the citizen or provide factual information requested by the citizen). Any deliberation of or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the agenda for a future meeting. If necessary, the Chair will task the City Manager to respond to the citizen and report back to the City Council as soon as practicable. Such report to the City Council shall not constitute a meeting called by the City Council nor shall it constitute deliberation or formal action. Individual citizens addressing the City Council during Public Comment shall not exceed three (3) minutes in their comments; however, the Chair may extend or reduce the speaker's allotted time in order to conduct an efficient and effective public meeting. The time allotted shall not be donated to others desiring to speak. Public Comment is not established to engage in a conversation with the Council and no formal Council action will be taken.

PUBLIC TESTIMONY FOR ACTION ITEMS Only those persons who submit a completed Request to Speak form prior to the agenda item being introduced by the Chair will be allowed to speak on agenda items set for action (this doesn't include presentations or reports). The Chair shall ask each person requesting to speak to approach the podium when called to speak. Speakers time shall generally not exceed three (3) minutes in their comments and all comments must be germane to the specific agenda item being discussed; however, the Chair may extend or reduce the speaker's allotted time. Speakers shall not be permitted to donate their time to other speakers. Members of the City Council may ask questions or discuss the item directly with the citizen during the citizen's testimony if necessary. Any discussion between a Council member and the citizen will not count toward the time limit and Council Members are encouraged not to speak until the citizen has first utilized their allocated time.

CONSENT AGENDA All of the items on the consent agenda are considered to be self-explanatory by the Council and will be enacted with one motion, one second, and one vote. There will be no separate discussion of these items.

1. Consider action to approve a resolution to adopt the Fiscal Year 2021-22 Classification Plan for all employees; providing for repeal; providing for severability; providing an effective date
Marcia Reyna, Human Resources and Civil Service Director
2. Consider action to approve an Interlocal Agreement between the City of Watauga, City of North Richland Hills, City of Haltom City, and City of Richland Hills regarding Teen Court (Northeast Tarrant Teen Court)
Sandra Gibson, Director of Finance
3. Consider action to approve the meeting minutes of the August 9, 2021 City Council Workshop; August 9, 2021 City Council Regular Meeting; August 16, 2021 City Council Special Meeting; August 23, 2021 City Council Workshop; and August 23, 2021 City Council Regular Meeting.
Andrea Gardner, City Manager

4. Consider action to adopt an Ordinance by the City Council of the City of Watauga, Texas adopting the Capital Outlay Plan for fiscal years 2022-2026; providing for repeal; providing a savings clause; and providing an effective date
Sandra Gibson, Director of Finance
Andrea Gardner, City Manager
5. Consider action to adopt an ordinance by the City Council of the City of Watauga, Texas adopting the Personnel Improvement Plan for Fiscal Years 2022-2026; providing for repeal; providing a savings clause; providing an effective date
Marcia Reyna, Human Resources and Civil Service Director
Andrea Gardner, City Manager
6. Consider action to adopt a Resolution by the City Council of the City of Watauga, Texas amending Policy 6.04, Classification and Compensation Plan, of the Personnel, Administration and Financial Policies and Procedures Manual; providing for repeal; providing for severability; and providing an effective date
Marcia Reyna, Human Resources and Civil Service Director
Andrea Gardner, City Manager

PUBLIC HEARINGS / ACTION

1. Public hearing to receive comments for or against a request for a zoning change from (LB) Local Business District to (C) Commercial District for property located at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition, located north of Chapman Road and east of Denton Highway; and consider action on the Planning and Zoning Commission's final report and an ordinance authorizing a zoning map amendment for such property; changing the zoning classification of said property from Local Business (LB) District to Commercial (C) District; amending the zoning map; providing for repeal; providing for severability; providing a penalty and providing an effective date
Randy Richards, Building Official
Paul Hackleman, Director of Public Works
Andrea Gardner, City Manager
2. Public hearing to receive comments for or against proposed text amendments to the City's zoning chapter allowing for the location of packaged liquor stores in General Business (GB) and Commercial (C) Districts pursuant to a specific use permit; providing spacing requirements between such stores; providing spacing requirements between such stores and other land uses; and consider action on Planning and Zoning's final report and an ordinance providing zoning rules and regulations for packaged liquor stores, providing for repeal; providing for severability; providing a penalty and providing an effective date
Paul Hackleman, Director of Public Works
Randy Richards, Building Official
Andrea Gardner, City Manager

3. Public Hearing on the proposed ad valorem tax rate of \$0.580400 per \$100 of assessed value for the tax year 2021, comprised of \$0.395445 on each \$100 valuation of property for maintenance and support of the general government and in the amount of \$0.184955 on each \$100 valuation of property for the Interest and Sinking Fund
Sandra Gibson, Director of Finance
4. Public Hearing on proposed changes to the City's user fees and charges for services
Sandra Gibson, Director of Finance

ACTION ITEMS

1. Discuss and consider action to appoint an interim City Secretary
Marcia Reyna, Human Resources and Civil Service Director
Arthur Miner, Mayor
2. Consider action on a resolution to adopt a Records Management Program to include the Texas Library and Archives Commission Records Retention Schedules
Andrea Gardner, City Manager
Samantha Ortega, CSO
Marcia Reyna, Human Resources and Civil Service Director
3. Acknowledgement of City Councilmember Juanita King's August 23, 2021 resignation as City Councilmember City Council Place 5
Andrea Gardner, City Manager
Mayor Arthur L. Miner
4. Discuss and consider action adopting an ordinance by the City Council of the City of Watauga, Texas approving and adopting a budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022; providing for the appropriation of funds in the budget; providing for repeal; providing for severability; and providing an effective date
Sandra Gibson, Director of Finance
Andrea Gardner, City Manager
5. Discuss and consider action adopting an ordinance by the City Council of the City of Watauga, Texas approving the Fiscal Year 2021-2022 Annual Service Plan Update and 2021 Assessment Roll for the Park Vista Public Improvement District of the City of Watauga, Texas; providing for repeal; providing for severability and providing an effective date
Sandra Gibson, Director of Finance
Andrea Gardner, City Manager
6. Discuss and consider action adopting an ordinance by the City Council of the City of Watauga, Texas levying ad valorem taxes for the 2021 Tax Year for use and support of the municipal government of the City of Watauga, Texas for the 2021-2022 Fiscal Year; apportioning each levy for specific purposes; providing the date when taxes shall be

due and timely paid; providing for repeal; providing for severability; providing an effective date; and levying ad valorem taxes for Fiscal Year October 1, 2021 through September 30, 2022 in the amount of \$0.580400 per \$100 of assessed value, comprised of \$0.395445 on each \$100 valuation of property for maintenance and support of the general government and in the amount of \$0.184955 on each \$100 valuation of property for the Interest and Sinking Fund

Sandra Gibson, Director of Finance

Andrea Gardner, City Manager

7. Discuss and consider action adopting an ordinance of the City Council of the City of Watauga, Texas, ratifying a property tax increase reflected in the City of Watauga budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022, in accordance with Texas Local Government Code Section 102.007; providing for repeal; providing for severability; and providing an effective date

Sandra Gibson, Director of Finance

Andrea Gardner, City Manager

8. Discuss and consider action on an ordinance of the City of Watauga, Texas, amending Chapter 16 and Chapter 12 of the Code of Ordinances of the City of Watauga, Texas; amending the fee schedule and rules and regulations related to fees; providing for repeal; providing for severability; and providing an effective date

9. Consider action on the resignation of Library Board Member Carol Coy

Terri Johnson, City Secretary

Arthur Miner, Mayor

REPORTS

1. Receive report from Mayor Miner regarding the creation of a special subcommittee of City Council, the City Secretary Search Subcommittee, and appointment of members to same

Marcia Reyna, Human Resources and Civil Service Director

Arthur Miner, Mayor

ITEMS FOR FUTURE AGENDAS

EXECUTIVE SESSION The City Council will recess its open meeting and reconvene in executive session to discuss the following items pursuant to the below referenced section(s) of the Texas Government Code:

1. Pursuant to Texas Government Code Section 551.071 to seek legal advice regarding City Council Place 5 vacancy

Andrea Gardner, City Manager

2. Pursuant to Texas Government Code Sections 551.071 and 551.087, to seek legal advice regarding and to discuss economic incentives for Smiley Transportation Corp and Wetzel Consultants, LLC

Andrea Gardner, City Manager

3. Pursuant to Texas Government Code Section 551.071 to seek legal advice regarding the City's obligations related to the Park Vista Public Improvement District

Caroline Kelley, Attorney

RECONVENE The City Council will return to open session in the City Council Chamber for possible discussion and action as a result of the Executive Session.

ITEMS OF EXECUTIVE SESSION DELIBERATION

1. Discuss and consider action on a Chapter 380 Economic Development Agreement between the City of Watauga and Smiley Transportation Corp and Wetzel Consultants, LLC

Andrea Gardner, City Manager

ADJOURNMENT

Meeting Notices and Reservation of Rights

The City Council may retire to executive session any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code if the requisite information is otherwise posted; deliberation regarding real property pursuant to Chapter 551.072 of the Texas Government Code; deliberation regarding economic development negotiations pursuant to Chapter 551.087 of the Texas Government Code; and/or deliberation regarding the deployment, or specific occasions for implementation of security personnel or devices pursuant to Chapter 551.076 of the Texas Government Code (as applicable) when determined necessary by the to address a subject matter on the agenda. Action, if any, will be taken in open session.

This agenda has been reviewed and approved by the City's legal counsel and the presence of any subject in any Executive Session portion of the agenda constitutes a written interpretation of Texas Government Code Chapter 551 by legal counsel for the governmental body and constitutes an opinion by the attorney that the items discussed therein may be legally discussed in the closed portion of the meeting considering available opinions of a court of record and opinions of the Texas Attorney General known to the attorney. This provision has been added to this agenda with the intent to meet all elements necessary to satisfy Texas

Government Code Chapter 551.144(c) and the meeting is conducted by all participants in reliance on this opinion.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other governmental bodies, and/or city council, boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of the body, board, commission and/or committee. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a possible meeting of the other body, board, commission and/or committee, whose members may be in attendance, if such numbers constitute a quorum. The members of the city council, boards, commissions and/or committees may be permitted to participate in discussions on the same items listed on the agenda, which occur at the meeting, but no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that city council, body, board, commission or committee subject to the Texas Open Meetings Act.

NOTICE

THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICES MUST BE MADE 48 HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT (817) 514-5825, OR FAX (817) 514-3625.

I, Terri Johnson, Interim City Secretary for the City of Watauga, hereby certify that this agenda was posted on the bulletin boards at City Hall, 7105 Whitley Road, Watauga, Texas, on September 10, 2021, before 6:00 p.m., in accordance with Chapter 551 of the Texas Government Code.


Terri Johnson, Interim City Secretary





AGENDA MEMORANDUM

DATE: July 28, 2021

TO: Honorable City Council Members

FROM: Marcia Reyna, Human Resources and Civil Service Director

THROUGH:

SUBJECT: Presentation of Service Awards for City of Watauga Employees celebrating a milestone anniversary during the month of September 2021

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Marcia Reyna, Human Resources and Civil Service Director Approved - 8/10/2021

Raquel Guajardo, Deputy City Secretary

Final Approval - 8/10/2021

Approved as to form for inclusion on Agenda



AGENDA MEMORANDUM

DATE: September 3, 2021
TO: Honorable City Council Members
FROM: Andrea Gardner, City Manager
SUBJECT: Presentation of a Proclamation recognizing September as Senior Center Month

BACKGROUND/INFORMATION:

On September 2, 2021, Mr. Kindel Smith of Meals on Wheels, Inc of Tarrant County requested the City Manager include a proclamation on the September 13, 2021 Agenda to recognize September as Senior Center Month.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION/ACTION DESIRED:

No action required.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Proclamation Senior Center Month

REVIEWED BY:

Andrea Gardner, City Manager

Final Approval - 9/3/2021

Approved as to form for inclusion on Agenda



Proclamation

- Whereas,** Older Americans are significant members of our society, investing their wisdom and experience to help enrich and better the lives of younger generations; and
- Whereas,** Watauga Activity Center with Meals On Wheels, Inc. of Tarrant County has acted as a catalyst for mobilizing the creativity, energy, vitality, and commitment of the older residents of Watauga, Texas; and
- Whereas,** through a wide array of services, programs, and activities, Watauga Activity Center and Meals On Wheels of Tarrant County empower the older citizens of Watauga to contribute to their own health and well-being, and the health and well-being of their fellow citizens of all ages; and
- Whereas,** Watauga Activity Center and Meals On Wheels of Tarrant County affirm the dignity, self-worth, and independence of older persons; tapping their experiences, skills, and knowledge; and enabling their continued contributions to the community;

NOW, THEREFORE, I, Arthur L. Miner, Mayor of the City of Watauga, Texas, do hereby proclaim the month of September 2021 as

“SENIOR CENTER MONTH”

And call upon all citizens to recognize the tremendous contributions of the Watauga Activity Center participants, and the outstanding efforts of the Watauga Activity Center and Meals On Wheels of Tarrant County staff and volunteers who work every day to change the perception of aging and create important community resources for older adults to live with purpose, independence, and dignity.

IN WITNESS WHEREOF, I have set my hand and the official seal of the City of Watauga, Texas to be affixed this the 13th Day of September 2021.

Arthur L. Miner, Mayor

ATTEST

Andrea Gardner

Andrea Gardner, City Manager/Secretary



AGENDA MEMORANDUM

DATE: August 6, 2021

TO: Honorable City Council Members

FROM: Marcia Reyna, Human Resources and Civil Service Director

THROUGH: Andrea Gardner, City Manager

SUBJECT: Consider action to approve a resolution to adopt the Fiscal Year 2021-22 Classification Plan for all employees; providing for repeal; providing for severability; providing an effective date

BACKGROUND/INFORMATION:

The Classification Plan provides for the position title, job code, grade and salary ranges for all employees (full-time, part-time, seasonal) including general government and civil service. The Classification Plan must be approved by the City Council as required by Article III, Section 3.07(m) of the Home Rule Charter of the City of Watauga, Texas and Policy 6.06 Position Classification and Evaluation of the Watauga Personnel, Administration and Financial Policies and Procedures Manual.

As discussed during the Budget Workshop on August 9, 2021 a Cost of Living Adjustment (COLA) of 3% was proposed for all employees in the FY2021-22 Budget. Step increases for Police, Fire and City Marshal are also proposed. Changes to the Classification Plan include the removal of eliminated positions and the addition of proposed positions as marked in red.

FINANCIAL IMPLICATIONS:

As approved in the FY2021-22 budget.

RECOMMENDATION/ACTION DESIRED:

City staff respectfully requests that City Council approve resolution no. 2021-042 to adopt the Fiscal Year 2021-22 Classification Plan for all employees.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. FY 2021-22 Classification Plan Resolution
2. Exhibit A 2021-22 Classification Plan - redline
3. Exhibit A 2021-22 Classification Plan - final

REVIEWED BY:

Caroline Kelley, Attorney

Approved - 8/28/2021



AGENDA MEMORANDUM

Raquel Guajardo, Deputy City Secretary
Andrea Gardner, City Manager
Approved as to form for inclusion on Agenda

Approved - 8/30/2021
Final Approval - 8/30/2021

**CITY OF WATAUGA, TEXAS
RESOLUTION NO. 2021 -042**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY
OF WATAUGA, TEXAS APPROVING THE
CLASSIFICATION PLAN FOR ALL EMPLOYEES
EFFECTIVE OCTOBER 1, 2021; PROVIDING FOR
REPEAL; PROVIDING FOR SEVERABILITY; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, Article III, Section 3.07(m) of the Home Rule Charter of the City of Watauga, Texas (hereinafter “the City”) provides that the City Council fix the salaries and compensation of the city officers and employees, and establish qualifications, rules and standards of and for all employees of the City; and

WHEREAS, Policy 6.06 Position Classification and Evaluation of the Watauga Personnel, Administration and Financial Policies and Procedures Manual provides that the Classification Plan shall be approved by the City Council, as amended; and

WHEREAS, the Classification Plan provides for the position title, job code, grade and salary ranges for all employees (full-time, part-time, seasonal) for general government and civil service; and

WHEREAS, as discussed during the Council Workshop on August 9, 2021, the City has proposed a Cost of Living Adjustment (COLA) of 3% in the FY2021-22 budget for all employees and the continuation of step increases for public safety positions including Police, Fire and City Marshal; and

WHEREAS, as discussed during the Council Workshops on August 9, 2021, and August 23, 2021, the FY2022-2026 Personnel Improvement Plan (PIP) includes adding 8.75 FTEs,

removing 2.5 FTEs and reclassifying six (6) positions in the FY2021-22 budget which requires the changes to the FY2021-22 Classification Plan as set forth in Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS AS FOLLOWS:

I.

The City Council of the City of Watauga hereby finds that the statements set forth in the recitals of this Resolution are true and correct and hereby incorporates such recitals as a part of this Resolution.

II.

The Fiscal Year 2021-22 Classification Plan as set forth in Exhibit "A" attached hereto and incorporated by reference, is hereby adopted.

III.

This Resolution shall be and is hereby cumulative of all other Resolutions of the City of Watauga, Texas, and this Resolution shall not operate to repeal or affect any such other Resolutions except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Resolution, in which event, such conflicting provisions, if any, in such other Resolutions are hereby repealed.

IV.

If any section, sub-section, sentence, clause, or phrase of this Resolution shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of the Resolution.

V.

This Resolution shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Section 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the ____ day of _____, 2021.

APPROVED:

ARTHUR L. MINER, Mayor

ATTEST:

RAQUEL GUAJARDO, Interim City Secretary

APPROVED AS TO FORM AND LEGALITY:

CAROLINE KELLEY, City Attorney



CITY OF WATAUGA, TEXAS
CLASSIFICATION PLAN FISCAL YEAR 2021-22
GENERAL GOVERNMENT EMPLOYEES (Full Time, Part Time and Seasonal)

Job Code	Position Title	FLSA	Salary Range	Pay Basis	Minimum	Midpoint	Maximum
ADM 00-101	City Manager	E	45	Annual Monthly Hourly	\$129,042 \$10,753.49 \$62.04	\$161,302 \$13,441.86 \$77.55	\$193,563 \$16,130.23 \$93.06
ADM 00-112	Deputy City Manager/Fire Chief	E	42	Annual Monthly Hourly	\$111,471 \$9,289.25 \$53.59	\$139,339 \$11,611.58 \$66.99	\$167,207 \$13,933.92 \$80.39
PD 05-101	Chief of Police	E	39	Annual	\$96,293	\$120,366	\$144,439
PW 13-101	Director of Public Works	E		Monthly	\$8,024.42	\$10,030.52	\$12,036.62
FIN 01-101	Director of Finance	E		Hourly	\$46.29	\$57.87	\$69.44
IT 02-101	Chief Information Officer-Director of Technology and Communications	E	36	Annual	\$83,182	\$103,977	\$124,772
HR 00-101	Director of Human Resources and Civil Service	E		Monthly	\$6,931.79	\$8,664.74	\$10,397.69
PCS 04-101	Director of Parks and Community Services	E		Hourly	\$39.99	\$49.99	\$59.99
PD 05-124	Assistant Chief of Police	E	35	Annual	\$79,220	\$99,026	\$118,831
FD 06-108	Assistant Fire Chief	E		Monthly	\$6,601.67	\$8,252.17	\$9,902.58
PW 13-118	Assistant Public Works Director/Building Official	E		Hourly	\$38.09	\$47.61	\$57.13
ADM 00-103	City Secretary	E	33	Annual	\$71,855	\$89,819	\$107,783
LIB 03-101	Director of Library Services	E		Monthly Hourly	\$5,987.94 \$34.55	\$7,484.93 \$43.18	\$8,981.91 \$51.82
FIN 01-102	Assistant Director of Finance	E	32	Annual	\$68,434	\$85,542	\$102,650
IT 02-104	Information Technology Manager	E		Monthly Hourly	\$5,702.80 \$32.90	\$7,128.50 \$41.13	\$8,554.20 \$49.35
PW 13-111	Building Official	E	30	Annual	\$62,071	\$77,589	\$93,107
FBM 08-101	Fleet and Facilities Superintendent	E		Monthly	\$5,172.61	\$6,465.76	\$7,758.92
PW 07-101	Streets and Drainage Superintendent	E		Hourly	\$29.84	\$37.30	\$44.76
PW 13-102	Utilities Superintendent	E					
LIB 03-104	Assistant Library Director	E	27	Annual	\$53,620	\$67,024	\$80,429
IT 02-102	Systems Administrator	E		Monthly	\$4,468.30	\$5,585.37	\$6,702.44
PCS 09-101	Parks Superintendent	NE		Hourly	\$25.78	\$32.22	\$38.67
FIN 01-106	Municipal Court Administrator	E	26	Annual	\$51,066	\$63,833	\$76,599
FIN 11-101	Utility Billing Administrator	E		Monthly Hourly	\$4,255.52 \$24.55	\$5,319.40 \$30.69	\$6,383.28 \$36.83
FIN 01-112	Financial Services Analyst II	E	25	Annual	\$48,635	\$60,793	\$72,952
FBM 08-102	Fleet Supervisor	NE		Monthly	\$4,052.88	\$5,066.09	\$6,079.31
PW 10-101	Storm Drain Supervisor	NE		Hourly	\$23.38	\$29.23	\$35.07
PW 07-102	Streets Supervisor	NE					
PW 13-103	Utilities Supervisor	NE					
PD 05-117	Animal Services Supervisor	E	23	Annual	\$44,113	\$55,141	\$66,169
PD 05-110	Police Records Supervisor	E		Monthly	\$3,676.08	\$4,595.10	\$5,514.12
HR 00-102	Human Resources Generalist	E		Hourly	\$21.21	\$26.51	\$31.81



CLASSIFICATION PLAN FISCAL YEAR 2021-22
GENERAL GOVERNMENT EMPLOYEES (Full Time, Part Time and Seasonal)

Job Code	Position Title	FLSA	Salary Range	Pay Basis	Minimum	Midpoint	Maximum
ADM 00-113	Media Specialist	NE					
IT 02-103	IT Support Specialist	NE					
FIN 01-113	Financial Services Analyst I	E					
ADM 00-110	Deputy City Secretary	NE					
LIB 03-118	Senior Librarian - Adult Services	E					
LIB 03-117	Senior Librarian - Youth Services	E					
FIN 01-114	Financial Services Technican II	NE	22	Annual	\$42,012	\$52,515	\$63,018
PW 07-110	Construction Inspector	NE		Monthly	\$3,501.03	\$4,376.28	\$5,251.54
PW 07-105	Combination Building Inspector	NE		Hourly	\$20.20	\$25.25	\$30.30
LIB 03-102	Librarian - Adult Services	E					
LIB 03-105	Librarian - Youth Services	E					
FBM 08-105	Mechanic II	NE	21	Annual	\$40,012	\$50,015	\$60,018
PCS 04-103	Recreation Programmer	NE		Monthly	\$3,334.31	\$4,167.89	\$5,001.47
PD 05-125	Senior Code Enforcement Officer	NE		Hourly	\$19.24	\$24.05	\$28.85
FIN 01-115	Financial Services Technican I	NE					
PD 05-127	Reserve Police Officer - Part Time	NE	20	Annual	\$38,106	\$47,633	\$57,160
PW 13-116	Planning & Zoning Coordinator	E		Monthly	\$3,175.53	\$3,969.42	\$4,763.30
				Hourly	\$18.32	\$22.90	\$27.48
PW 07-104	Equipment Operator (Public Works)	NE	19	Annual	\$36,292	\$45,365	\$54,438
PW 10-103	Equipment Operator (Street Sweeper)	NE		Monthly	\$3,024.32	\$3,780.40	\$4,536.48
PW 10-102	Equipment Operator (Storm Drainage Utility)	NE		Hourly	\$17.45	\$21.81	\$26.17
PW 13-112	Equipment Operator (Jet Vac)	NE					
PW 13-105	Equipment Operator (Utilities)	NE					
PW 13-117	Equipment Operator (Utilities)/Water Conservation Coordinator	NE					
FIN 11-110	Senior Deputy Court Clerk	NE					
PW 13-110	Water Quality Technician	NE					
PD 05-126	Code Enforcement Officer	NE	18	Annual	\$34,564	\$43,205	\$51,845
PCS 09-104	Landscape Gardener	NE		Monthly	\$2,880.30	\$3,600.38	\$4,320.45
FBM 08-106	Mechanic I	NE		Hourly	\$16.62	\$20.77	\$24.93
PW 07-111	Signs and Signals Technician	NE					
FIN 11-103	Utility Billing Representative	NE	17	Annual	\$32,918	\$41,147	\$49,377
LIB 03-119	Technical Services Supervisor	NE		Monthly	\$2,743.15	\$3,428.93	\$4,114.72
PD 05-112	Administrative Assistant (Police)	NE		Hourly	\$15.83	\$19.78	\$23.74
PD 05-116	Administrative Assistant (Animal Services)	NE					
FIN 00-116	Administrative Assistant (Financial Services)	NE					
PD 05-118	Animal Control Officer	NE					
FBM 08-108	Building Maintenance Technician II	NE					
LIB 03-106	Circulation Supervisor	NE					
FIN 01-108	Deputy Court Clerk	NE					
PW 07-109	Permit Technician	NE					
PCS 09-105	Chemical Applicator/Irrigation Technician	NE	16	Annual	\$31,350	\$39,188	\$47,025
PD 05-121	Property Room Technician	NE		Monthly	\$2,612.52	\$3,265.65	\$3,918.78
				Hourly	\$15.07	\$18.84	\$22.61
FBM 08-103	Building Maintenance Technician I	NE	15	Annual	\$29,857	\$37,322	\$44,786
PCS 09-102	Parks Maintenance Worker II	NE		Monthly	\$2,488.11	\$3,110.14	\$3,732.17



CLASSIFICATION PLAN FISCAL YEAR 2021-22
GENERAL GOVERNMENT EMPLOYEES (Full Time, Part Time and Seasonal)

Job Code	Position Title	FLSA	Salary Range	Pay Basis	Minimum	Midpoint	Maximum
PW 10-104	Storm Drain Maintenance Worker II	NE		Hourly	\$14.35	\$17.94	\$21.53
FBM 08-107	Fleet Services Technician	NE					
FBM 08-109	Janitorial Service Technician II	NE					
PW 07-107	Streets Maintenance Worker II	NE					
PW 13-106	Utilities Maintenance Worker II (Water)	NE					
PW 13-108	Utilities Maintenance Worker II (Sewer)	NE					
FIN 11-105	Water Service Field Representative	NE					
ADM 00-111	Records Clerk	NE					
PD 05-114	Police Records Clerk	NE					
PCS 09-103	Parks Maintenance Worker I	NE	13	Annual	\$27,082	\$33,852	\$40,622
PW 10-105	Storm Drain Maintenance Worker I	NE		Monthly	\$2,256.79	\$2,820.99	\$3,385.19
PW 07-108	Streets Maintenance Worker I	NE		Hourly	\$13.02	\$16.27	\$19.53
PW 13-107	Utilities Maintenance Worker I (Water)	NE					
PW 13-109	Utilities Maintenance Worker I (Sewer)	NE					
LIB 03-120	Homework Help Center Coordinator	NE	12	Annual	\$25,792	\$32,240	\$38,688
LIB 03-111	Library Assistant (Circulation)	NE		Monthly	\$2,149.33	\$2,686.66	\$3,223.99
LIB 03-114	Library Assistant (Youth Services) - Part Time	NE		Hourly	\$12.40	\$15.50	\$18.60
FIN 11-109	Court Assistant	NE					
LIB 03-107	Library Assistant (Circulation) - Part Time	NE					
LIB 03-110	Library Assistant (Technical Services) - Part Time	NE					
LIB 03-108	Library Assistant (Reference) - Part Time	NE					
LIB 03-116	Summer Library Assistant - Part Time	NE					
FBM 08-104	Janitorial Service Technician	NE	11	Annual	\$24,564	\$30,705	\$36,846
				Monthly	\$2,046.98	\$2,558.72	\$3,070.47
				Hourly	\$11.81	\$14.76	\$17.71
PD 05-119	Kennel Technician - Part Time	NE	10	Annual	\$23,394	\$29,243	\$35,091
FIN 01-111	Summer Finance Intern - Part Time	NE		Monthly	\$1,949.50	\$2,436.92	\$2,924.25
PW 10-106	Summer Storm Drain Maintenance Worker	NE		Hourly	\$11.25	\$14.06	\$16.87
PCS 09-106	Summer Parks Maintenance Worker	NE					
LIB 03-112	Library Aide - Part Time	NE	9	Annual	\$22,280	\$27,850	\$33,420
LIB 03-113	Library Aide (Technical Services) - Part Time	NE		Monthly	\$1,856.67	\$2,320.83	\$2,785.00
PCS 04-106	Recreation Attendant - Part Time	NE		Hourly	\$10.71	\$13.39	\$16.07
LIB 03-115	Summer Library Aide - Part Time	NE					



CLASSIFICATION PLAN FISCAL YEAR 2021-22



CITY OF WATAUGA, TEXAS STEP PLAN - FIRE DEPARTMENT

JOB CODE	POSITION	PAY FREQUENCY		PAY STEPS										
				FLSA	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GRADE: CS1														
FD 06-107	Firefighter/EMT	NE	Annual											\$ 66,121
			Monthly											\$ 5,510.07
			Hourly (2080)											\$ 31.79
			Hourly (2223)											\$ 29.74
			Hourly (2920)											\$ 22.64
GRADE: CS2														
FD 06-105	Firefighter/Paramedic	NE	Annual	\$ 58,282	\$ 60,030	\$ 61,831	\$ 63,686	\$ 65,597	\$ 67,565	\$ 69,591	\$ 71,679	\$ 73,830	\$ 76,045	
			Monthly	\$ 4,857	\$ 5,002	\$ 5,153	\$ 5,307	\$ 5,466	\$ 5,630	\$ 5,799	\$ 5,973	\$ 6,153	\$ 6,337	
			Hourly (2080)	\$ 28.02	\$ 28.86	\$ 29.73	\$ 30.62	\$ 31.54	\$ 32.48	\$ 33.46	\$ 34.46	\$ 35.50	\$ 36.56	
			Hourly (2920)	\$ 19.96	\$ 20.56	\$ 21.18	\$ 21.81	\$ 22.46	\$ 23.14	\$ 23.83	\$ 24.55	\$ 25.28	\$ 26.04	
GRADE: CS3														
FD 06-109	Driver/Engineer	NE	Annual	\$ 79,847	\$ 82,242	\$ 84,709	\$ 87,251							
			Monthly	\$ 6,654	\$ 6,854	\$ 7,059	\$ 7,271							
			Hourly (2080)	\$ 38.39	\$ 39.54	\$ 40.73	\$ 41.95							
			Hourly (2920)	\$ 27.34	\$ 28.17	\$ 29.01	\$ 29.88							
GRADE: CS4														
FD 06-104	Fire Lieutenant	NE	Annual	\$ 91,613	\$ 94,362	\$ 97,193	\$ 100,109							
			Monthly	\$ 7,634	\$ 7,863	\$ 8,099	\$ 8,342							
			Hourly (2080)	\$ 44.04	\$ 45.37	\$ 46.73	\$ 48.13							
			Hourly (2920)	\$ 31.37	\$ 32.32	\$ 33.29	\$ 34.28							
GRADE: CS4														
FD 06-102	Battalion Chief	NE	Annual	\$ 105,114	\$ 108,267	\$ 111,515	\$ 114,860							
			Monthly	\$ 8,759	\$ 9,022	\$ 9,293	\$ 9,572							
			Hourly (2080)	\$ 50.54	\$ 52.05	\$ 53.61	\$ 55.22							
			Hourly (2920)	\$ 36.00	\$ 37.08	\$ 38.19	\$ 39.34							

Certification Pay

Certification

	Amount	
	Annual	Bi-Weekly
TCFP Intermediate	\$ 300.00	\$ 11.54
TCFP Advanced	\$ 600.00	\$ 23.08
TCFP Master	\$ 900.00	\$ 34.62
Paramedic	\$ 300.00	\$ 11.54

Advanced Degree

	Amount	
	Annual	Bi-Weekly
Associate College Degree	\$ 300.00	\$ 11.54
Bachelor College Degree	\$ 600.00	\$ 23.08
Master College Degree	\$ 900.00	\$ 34.62

Annual pay is non cumulative

Effective October 1, 2021



CLASSIFICATION PLAN FISCAL YEAR 2021-22

CITY OF WATAUGA, TEXAS

STEP PLAN - POLICE DEPARTMENT



JOB CODE	POSITION	FLSA	PAY FREQUENCY	PAY STEPS																			
				STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10										
GRADE: CS1																							
PD 05-105	Police Officer Includes assignments to Patrol, Criminal Investigations, Traffic Enforcement, School Resource Officer, K9 & Training	NE	Annual	\$	58,282	\$	60,030	\$	61,831	\$	63,686	\$	65,597	\$	67,565	\$	69,591	\$	71,679	\$	73,830	\$	76,045
			Monthly	\$	4,857	\$	5,002	\$	5,153	\$	5,307	\$	5,466	\$	5,630	\$	5,799	\$	5,973	\$	6,153	\$	6,337
			Hourly (2080)	\$	28.02	\$	28.86	\$	29.73	\$	30.62	\$	31.54	\$	32.48	\$	33.46	\$	34.46	\$	35.50	\$	36.56
			Hourly (2223)	\$	26.22	\$	27.00	\$	27.81	\$	28.65	\$	29.51	\$	30.39	\$	31.31	\$	32.24	\$	33.21	\$	34.21
GRADE: CS2																							
PD 05-128	Police Corporal Includes assignment to Patrol and Criminal Investigations	NE	Annual	\$	79,847	\$	82,242	\$	84,709	\$	87,251												
			Monthly	\$	6,654	\$	6,854	\$	7,059	\$	7,271												
			Hourly (2080)	\$	38.39	\$	39.54	\$	40.73	\$	41.95												
			Hourly (2223)	\$	35.92	\$	37.00	\$	38.11	\$	39.25												
GRADE: CS3																							
PD 05-103	Police Sergeant Includes assignment to Patrol, Traffic Enforcement, Professional Standards and Criminal Investigations	NE	Annual	\$	91,613	\$	94,362	\$	97,193	\$	100,109												
			Monthly	\$	7,634	\$	7,863	\$	8,099	\$	8,342												
			Hourly (2080)	\$	44.04	\$	45.37	\$	46.73	\$	48.13												
			Hourly (2223)	\$	41.21	\$	42.45	\$	43.72	\$	45.03												
GRADE: CS4																							
PD 05-102	Police Lieutenant	NE	Annual	\$	105,114	\$	108,267	\$	111,515	\$	114,860												
			Monthly	\$	8,759	\$	9,022	\$	9,293	\$	9,572												
			Hourly (2080)	\$	50.54	\$	52.05	\$	53.61	\$	55.22												
			Hourly (2223)	\$	47.28	\$	48.70	\$	50.16	\$	51.67												

Certification Pay

Certification	Annual	Bi-Weekly
TCOLE Intermediate	\$ 300.00	\$ 11.54
TCOLE Advanced	\$ 600.00	\$ 23.08
TCOLE Master	\$ 900.00	\$ 34.62

Amount

Amount	Annual	Bi-Weekly
Associate College Degree	\$ 300.00	\$ 11.54
Bachelor College Degree	\$ 600.00	\$ 23.08
Master College Degree	\$ 900.00	\$ 34.62

Advanced Degree

Advanced Degree	Annual	Bi-Weekly
Associate College Degree	\$ 300.00	\$ 11.54
Bachelor College Degree	\$ 600.00	\$ 23.08
Master College Degree	\$ 900.00	\$ 34.62

Annual pay is non cumulative

Effective October 1, 2021



CLASSIFICATION PLAN FISCAL YEAR 2021-22
CITY OF WATAUGA, TEXAS



STEP PLAN - CITY MARSHAL

JOB CODE	POSITION	FLSA	PAY FREQUENCY	PAY STEPS									
				STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GRADE: CM1													
FIN 11-108	City Marshal	NE	Annual	\$ 70,282	\$ 72,391	\$ 74,562	\$ 76,799						
			Monthly	\$ 5,856.84	\$ 6,032.54	\$ 6,213.52	\$ 6,399.92						
			Hourly (2080)	\$ 33.79	\$ 34.80	\$ 35.85	\$ 36.92						

Certification Pay

Certification

Amount

Annual

Bi-Weekly

TCOLE Intermediate	\$ 300.00	\$ 11.54
TCOLE Advanced	\$ 600.00	\$ 23.08
TCOLE Master	\$ 900.00	\$ 34.62

Advanced Degree

Amount

Annual

Bi-Weekly

Associate College Degree	\$ 300.00	\$ 11.54
Bachelor College Degree	\$ 600.00	\$ 23.08
Master College Degree	\$ 900.00	\$ 34.62

Annual pay is non cumulative

Effective October 1, 2021



CITY OF WATAUGA, TEXAS
CLASSIFICATION PLAN FISCAL YEAR 2021-22
GENERAL GOVERNMENT EMPLOYEES (Full Time, Part Time and Seasonal)

Job Code	Position Title	FLSA	Salary Range	Pay Basis	Minimum	Midpoint	Maximum
ADM 00-101	City Manager	E	45	Annual Monthly Hourly	\$129,042 \$10,753.49 \$62.04	\$161,302 \$13,441.86 \$77.55	\$193,563 \$16,130.23 \$93.06
ADM 00-112	Deputy City Manager/Fire Chief	E	42	Annual Monthly Hourly	\$111,471 \$9,289.25 \$53.59	\$139,339 \$11,611.58 \$66.99	\$167,207 \$13,933.92 \$80.39
PD 05-101	Chief of Police	E	39	Annual	\$96,293	\$120,366	\$144,439
PW 13-101	Director of Public Works	E		Monthly	\$8,024.42	\$10,030.52	\$12,036.62
FIN 01-101	Director of Finance	E		Hourly	\$46.29	\$57.87	\$69.44
IT 02-101	Director of Technology and Communications	E	36	Annual	\$83,182	\$103,977	\$124,772
HR 00-101	Director of Human Resources and Civil Service	E		Monthly	\$6,931.79	\$8,664.74	\$10,397.69
PCS 04-101	Director of Parks and Community Services	E		Hourly	\$39.99	\$49.99	\$59.99
PD 05-124	Assistant Chief of Police	E	35	Annual	\$79,220	\$99,026	\$118,831
FD 06-108	Assistant Fire Chief	E		Monthly	\$6,601.67	\$8,252.17	\$9,902.58
PW 13-118	Assistant Public Works Director/Building Official	E		Hourly	\$38.09	\$47.61	\$57.13
ADM 00-103	City Secretary	E	33	Annual	\$71,855	\$89,819	\$107,783
LIB 03-101	Director of Library Services	E		Monthly Hourly	\$5,987.94 \$34.55	\$7,484.93 \$43.18	\$8,981.91 \$51.82
FIN 01-102	Assistant Director of Finance	E	32	Annual	\$68,434	\$85,542	\$102,650
IT 02-104	Information Technology Manager	E		Monthly Hourly	\$5,702.80 \$32.90	\$7,128.50 \$41.13	\$8,554.20 \$49.35
PW 13-111	Building Official	E	30	Annual	\$62,071	\$77,589	\$93,107
FBM 08-101	Fleet and Facilities Superintendent	E		Monthly	\$5,172.61	\$6,465.76	\$7,758.92
PW 07-101	Streets and Drainage Superintendent	E		Hourly	\$29.84	\$37.30	\$44.76
PW 13-102	Utilities Superintendent	E					
LIB 03-104	Assistant Library Director	E	27	Annual	\$53,620	\$67,024	\$80,429
IT 02-102	Systems Administrator	E		Monthly	\$4,468.30	\$5,585.37	\$6,702.44
PCS 09-101	Parks Superintendent	NE		Hourly	\$25.78	\$32.22	\$38.67
FIN 01-106	Municipal Court Administrator	E	26	Annual	\$51,066	\$63,833	\$76,599
FIN 11-101	Utility Billing Administrator	E		Monthly Hourly	\$4,255.52 \$24.55	\$5,319.40 \$30.69	\$6,383.28 \$36.83
FIN 01-112	Financial Services Analyst II	E	25	Annual	\$48,635	\$60,793	\$72,952
FBM 08-102	Fleet Supervisor	NE		Monthly	\$4,052.88	\$5,066.09	\$6,079.31
PW 10-101	Storm Drain Supervisor	NE		Hourly	\$23.38	\$29.23	\$35.07
PW 07-102	Streets Supervisor	NE					
PW 13-103	Utilities Supervisor	NE					
PD 05-117	Animal Services Supervisor	E	23	Annual	\$44,113	\$55,141	\$66,169
PD 05-110	Police Records Supervisor	E		Monthly	\$3,676.08	\$4,595.10	\$5,514.12
HR 00-102	Human Resources Generalist	E		Hourly	\$21.21	\$26.51	\$31.81
ADM 00-113	Media Specialist	NE					



CLASSIFICATION PLAN FISCAL YEAR 2021-22
GENERAL GOVERNMENT EMPLOYEES (Full Time, Part Time and Seasonal)

Job Code	Position Title	FLSA	Salary Range	Pay Basis	Minimum	Midpoint	Maximum
IT 02-103	IT Support Specialist	NE					
FIN 01-113	Financial Services Analyst I	E					
ADM 00-110	Deputy City Secretary	NE					
LIB 03-118	Senior Librarian - Adult Services	E					
LIB 03-117	Senior Librarian - Youth Services	E					
FIN 01-114	Financial Services Technican II	NE	22	Annual	\$42,012	\$52,515	\$63,018
PW 07-110	Construction Inspector	NE		Monthly	\$3,501.03	\$4,376.28	\$5,251.54
PW 07-105	Combination Building Inspector	NE		Hourly	\$20.20	\$25.25	\$30.30
LIB 03-102	Librarian - Adult Services	E					
LIB 03-105	Librarian - Youth Services	E					
FBM 08-105	Mechanic II	NE	21	Annual	\$40,012	\$50,015	\$60,018
PCS 04-103	Recreation Programmer	NE		Monthly	\$3,334.31	\$4,167.89	\$5,001.47
PD 05-125	Senior Code Enforcement Officer	NE		Hourly	\$19.24	\$24.05	\$28.85
FIN 01-115	Financial Services Technican I	NE					
PD 05-127	Reserve Police Officer - Part Time	NE	20	Annual	\$38,106	\$47,633	\$57,160
PW 13-116	Planning & Zoning Coordinator	E		Monthly	\$3,175.53	\$3,969.42	\$4,763.30
				Hourly	\$18.32	\$22.90	\$27.48
PW 07-104	Equipment Operator (Public Works)	NE	19	Annual	\$36,292	\$45,365	\$54,438
PW 10-103	Equipment Operator (Street Sweeper)	NE		Monthly	\$3,024.32	\$3,780.40	\$4,536.48
PW 10-102	Equipment Operator (Storm Drainage Utility)	NE		Hourly	\$17.45	\$21.81	\$26.17
PW 13-112	Equipment Operator (Jet Vac)	NE					
PW 13-105	Equipment Operator (Utilities)	NE					
PW 13-117	Equipment Operator (Utilities)/Water Conservation Coordinator	NE					
FIN 11-110	Senior Deputy Court Clerk	NE					
PW 13-110	Water Quality Technician	NE					
PD 05-126	Code Enforcement Officer	NE	18	Annual	\$34,564	\$43,205	\$51,845
FBM 08-106	Mechanic I	NE		Monthly	\$2,880.30	\$3,600.38	\$4,320.45
PW 07-111	Signs and Signals Technician	NE		Hourly	\$16.62	\$20.77	\$24.93
FIN 11-103	Utility Billing Representative	NE	17	Annual	\$32,918	\$41,147	\$49,377
LIB 03-119	Technical Services Supervisor	NE		Monthly	\$2,743.15	\$3,428.93	\$4,114.72
PD 05-112	Administrative Assistant (Police)	NE		Hourly	\$15.83	\$19.78	\$23.74
PD 05-116	Administrative Assistant (Animal Services)	NE					
FIN 00-116	Administrative Assistant (Financial Services)	NE					
PD 05-118	Animal Control Officer	NE					
FBM 08-108	Building Maintenance Technician II	NE					
LIB 03-106	Circulation Supervisor	NE					
FIN 01-108	Deputy Court Clerk	NE					
PW 07-109	Permit Technician	NE					
PCS 09-105	Chemical Applicator/Irrigation Technician	NE	16	Annual	\$31,350	\$39,188	\$47,025
PD 05-121	Property Room Technician	NE		Monthly	\$2,612.52	\$3,265.65	\$3,918.78
				Hourly	\$15.07	\$18.84	\$22.61
FBM 08-103	Building Maintenance Technician I	NE	15	Annual	\$29,857	\$37,322	\$44,786
PCS 09-102	Parks Maintenance Worker II	NE		Monthly	\$2,488.11	\$3,110.14	\$3,732.17
PW 10-104	Storm Drain Maintenance Worker II	NE		Hourly	\$14.35	\$17.94	\$21.53



CLASSIFICATION PLAN FISCAL YEAR 2021-22
GENERAL GOVERNMENT EMPLOYEES (Full Time, Part Time and Seasonal)

Job Code	Position Title	FLSA	Salary Range	Pay Basis	Minimum	Midpoint	Maximum
FBM 08-107	Fleet Services Technician	NE					
FBM 08-109	Janitorial Service Technician II	NE					
PW 07-107	Streets Maintenance Worker II	NE					
PW 13-106	Utilities Maintenance Worker II (Water)	NE					
PW 13-108	Utilities Maintenance Worker II (Sewer)	NE					
FIN 11-105	Water Service Field Representative	NE					
ADM 00-111	Records Clerk	NE					
PD 05-114	Police Records Clerk	NE					
PCS 09-103	Parks Maintenance Worker I	NE	13	Annual	\$27,082	\$33,852	\$40,622
PW 10-105	Storm Drain Maintenance Worker I	NE		Monthly	\$2,256.79	\$2,820.99	\$3,385.19
PW 07-108	Streets Maintenance Worker I	NE		Hourly	\$13.02	\$16.27	\$19.53
PW 13-107	Utilities Maintenance Worker I (Water)	NE					
PW 13-109	Utilities Maintenance Worker I (Sewer)	NE					
LIB 03-111	Library Assistant (Circulation)	NE	12	Annual	\$25,792	\$32,240	\$38,688
LIB 03-114	Library Assistant (Youth Services) - Part Time	NE		Monthly	\$2,149.33	\$2,686.66	\$3,223.99
FIN 11-109	Court Assistant	NE		Hourly	\$12.40	\$15.50	\$18.60
LIB 03-107	Library Assistant (Circulation) - Part Time	NE					
LIB 03-110	Library Assistant (Technical Services) - Part Time	NE					
LIB 03-108	Library Assistant (Reference) - Part Time	NE					
LIB 03-116	Summer Library Assistant - Part Time	NE					
FBM 08-104	Janitorial Service Technician	NE	11	Annual	\$24,564	\$30,705	\$36,846
				Monthly	\$2,046.98	\$2,558.72	\$3,070.47
				Hourly	\$11.81	\$14.76	\$17.71
PD 05-119	Kennel Technician - Part Time	NE	10	Annual	\$23,394	\$29,243	\$35,091
FIN 01-111	Summer Finance Intern - Part Time	NE		Monthly	\$1,949.50	\$2,436.92	\$2,924.25
PW 10-106	Summer Storm Drain Maintenance Worker	NE		Hourly	\$11.25	\$14.06	\$16.87
PCS 09-106	Summer Parks Maintenance Worker	NE					
LIB 03-112	Library Aide - Part Time	NE	9	Annual	\$22,280	\$27,850	\$33,420
LIB 03-113	Library Aide (Technical Services) - Part Time	NE		Monthly	\$1,856.67	\$2,320.83	\$2,785.00
PCS 04-106	Recreation Attendant - Part Time	NE		Hourly	\$10.71	\$13.39	\$16.07
LIB 03-115	Summer Library Aide - Part Time	NE					



CLASSIFICATION PLAN FISCAL YEAR 2021-22



CITY OF WATAUGA, TEXAS STEP PLAN - FIRE DEPARTMENT

JOB CODE	POSITION	PAY FREQUENCY		PAY STEPS											
				FLSA	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	
GRADE: CS1															
FD 06-107	Firefighter/EMT	NE	Annual												\$ 66,121
			Monthly												\$ 5,510.07
			Hourly (2080)												\$ 31.79
			Hourly (2223)												\$ 29.74
			Hourly (2920)												\$ 22.64
GRADE: CS2															
FD 06-105	Firefighter/Paramedic	NE	Annual	\$ 58,282	\$ 60,030	\$ 61,831	\$ 63,686	\$ 65,597	\$ 67,565	\$ 69,591	\$ 71,679	\$ 73,830	\$ 76,045		
			Monthly	\$ 4,857	\$ 5,002	\$ 5,153	\$ 5,307	\$ 5,466	\$ 5,630	\$ 5,799	\$ 5,973	\$ 6,153	\$ 6,337		
			Hourly (2080)	\$ 28.02	\$ 28.86	\$ 29.73	\$ 30.62	\$ 31.54	\$ 32.48	\$ 33.46	\$ 34.46	\$ 35.50	\$ 36.56		
			Hourly (2920)	\$ 19.96	\$ 20.56	\$ 21.18	\$ 21.81	\$ 22.46	\$ 23.14	\$ 23.83	\$ 24.55	\$ 25.28	\$ 26.04		
GRADE: CS3															
FD 06-109	Driver/Engineer	NE	Annual	\$ 79,847	\$ 82,242	\$ 84,709	\$ 87,251								
			Monthly	\$ 6,654	\$ 6,854	\$ 7,059	\$ 7,271								
			Hourly (2080)	\$ 38.39	\$ 39.54	\$ 40.73	\$ 41.95								
			Hourly (2920)	\$ 27.34	\$ 28.17	\$ 29.01	\$ 29.88								
GRADE: CS4															
FD 06-104	Fire Lieutenant	NE	Annual	\$ 91,613	\$ 94,362	\$ 97,193	\$ 100,109								
			Monthly	\$ 7,634	\$ 7,863	\$ 8,099	\$ 8,342								
			Hourly (2080)	\$ 44.04	\$ 45.37	\$ 46.73	\$ 48.13								
			Hourly (2920)	\$ 31.37	\$ 32.32	\$ 33.29	\$ 34.28								
GRADE: CS4															
FD 06-102	Battalion Chief	NE	Annual	\$ 105,114	\$ 108,267	\$ 111,515	\$ 114,860								
			Monthly	\$ 8,759	\$ 9,022	\$ 9,293	\$ 9,572								
			Hourly (2080)	\$ 50.54	\$ 52.05	\$ 53.61	\$ 55.22								
			Hourly (2920)	\$ 36.00	\$ 37.08	\$ 38.19	\$ 39.34								

Certification Pay

Certification

	Amount	
	Annual	Bi-Weekly
TCFP Intermediate	\$ 300.00	\$ 11.54
TCFP Advanced	\$ 600.00	\$ 23.08
TCFP Master	\$ 900.00	\$ 34.62
Paramedic	\$ 300.00	\$ 11.54

Advanced Degree

	Amount	
	Annual	Bi-Weekly
Associate College Degree	\$ 300.00	\$ 11.54
Bachelor College Degree	\$ 600.00	\$ 23.08
Master College Degree	\$ 900.00	\$ 34.62

Annual pay is non cumulative

Effective October 1, 2021



CLASSIFICATION PLAN FISCAL YEAR 2021-22

CITY OF WATAUGA, TEXAS

STEP PLAN - POLICE DEPARTMENT



JOB CODE	POSITION	FLSA	PAY FREQUENCY	PAY STEPS																			
				STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10										
GRADE: CS1																							
PD 05-105	Police Officer Includes assignments to Patrol, Criminal Investigations, Traffic Enforcement, School Resource Officer, K9 & Training	NE	Annual	\$	58,282	\$	60,030	\$	61,831	\$	63,686	\$	65,597	\$	67,565	\$	69,591	\$	71,679	\$	73,830	\$	76,045
			Monthly	\$	4,857	\$	5,002	\$	5,153	\$	5,307	\$	5,466	\$	5,630	\$	5,799	\$	5,973	\$	6,153	\$	6,337
			Hourly (2080)	\$	28.02	\$	28.86	\$	29.73	\$	30.62	\$	31.54	\$	32.48	\$	33.46	\$	34.46	\$	35.50	\$	36.56
			Hourly (2223)	\$	26.22	\$	27.00	\$	27.81	\$	28.65	\$	29.51	\$	30.39	\$	31.31	\$	32.24	\$	33.21	\$	34.21
GRADE: CS2																							
PD 05-128	Police Corporal Includes assignment to Patrol and Criminal Investigations	NE	Annual	\$	79,847	\$	82,242	\$	84,709	\$	87,251												
			Monthly	\$	6,654	\$	6,854	\$	7,059	\$	7,271												
			Hourly (2080)	\$	38.39	\$	39.54	\$	40.73	\$	41.95												
			Hourly (2223)	\$	35.92	\$	37.00	\$	38.11	\$	39.25												
GRADE: CS3																							
PD 05-103	Police Sergeant Includes assignment to Patrol, Traffic Enforcement, Professional Standards and Criminal Investigations	NE	Annual	\$	91,613	\$	94,362	\$	97,193	\$	100,109												
			Monthly	\$	7,634	\$	7,863	\$	8,099	\$	8,342												
			Hourly (2080)	\$	44.04	\$	45.37	\$	46.73	\$	48.13												
			Hourly (2223)	\$	41.21	\$	42.45	\$	43.72	\$	45.03												
GRADE: CS4																							
PD 05-102	Police Lieutenant	NE	Annual	\$	105,114	\$	108,267	\$	111,515	\$	114,860												
			Monthly	\$	8,759	\$	9,022	\$	9,293	\$	9,572												
			Hourly (2080)	\$	50.54	\$	52.05	\$	53.61	\$	55.22												
			Hourly (2223)	\$	47.28	\$	48.70	\$	50.16	\$	51.67												

Certification Pay

Certification

TCOLE Intermediate	\$ 300.00	\$ 11.54
TCOLE Advanced	\$ 600.00	\$ 23.08
TCOLE Master	\$ 900.00	\$ 34.62

Amount

Annual	Bi-Weekly
\$ 300.00	\$ 11.54
\$ 600.00	\$ 23.08
\$ 900.00	\$ 34.62

Amount

Advanced Degree	Annual	Bi-Weekly
Associate College Degree	\$ 300.00	\$ 11.54
Bachelor College Degree	\$ 600.00	\$ 23.08
Master College Degree	\$ 900.00	\$ 34.62

Annual pay is non cumulative

Effective October 1, 2021



CLASSIFICATION PLAN FISCAL YEAR 2021-22
CITY OF WATAUGA, TEXAS



STEP PLAN - CITY MARSHAL

JOB CODE	POSITION	FLSA	PAY FREQUENCY	PAY STEPS									
				STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
GRADE: CM1													
FIN 11-108	City Marshal	NE	Annual	\$ 70,282	\$ 72,391	\$ 74,562	\$ 76,799						
			Monthly	\$ 5,856.84	\$ 6,032.54	\$ 6,213.52	\$ 6,399.92						
			Hourly (2080)	\$ 33.79	\$ 34.80	\$ 35.85	\$ 36.92						

Certification Pay

Certification

Amount

Annual

Bi-Weekly

TCOLE Intermediate	\$ 300.00	\$ 11.54
TCOLE Advanced	\$ 600.00	\$ 23.08
TCOLE Master	\$ 900.00	\$ 34.62

Advanced Degree

Amount

Annual

Bi-Weekly

Associate College Degree	\$ 300.00	\$ 11.54
Bachelor College Degree	\$ 600.00	\$ 23.08
Master College Degree	\$ 900.00	\$ 34.62

Annual pay is non cumulative

Effective October 1, 2021



AGENDA MEMORANDUM

DATE: August 9, 2021

TO: Honorable City Council Members

FROM: Sandra Gibson, Director of Finance

THROUGH: Andrea Gardner, City Manager

SUBJECT: Consider action to approve an Interlocal Agreement between the City of Watauga, City of North Richland Hills, City of Haltom City, and City of Richland Hills regarding Teen Court (Northeast Tarrant Teen Court)

BACKGROUND/INFORMATION:

The Northeast Teen Court was established in October, 2010 between the City of Watauga, the City of North Richland Hills, and the City of Haltom City. The City of Richland Hills began participating in the program in Fiscal Year 2013-2014. Teen Court is a voluntary program which allows juvenile Class C misdemeanor offenders to "pay" for their citation through community service and involvement in the judicial process. The Teen Court program has been very successful and averages approximately 90 cases processed per year. The total shared cost of the program is \$20,653, of which 45.8% (\$9,456) is Watauga's portion of the program. Costs were allocated using a 3-year average for cases filed for FY16/17, FY17/18, and FY18/19 (pre-pandemic).

The Interlocal Agreement is pursuant to Chapter 791 of the Texas Government Code and is for the period of October 1, 2021 through September 30, 2022, with an option for a one-year renewal.

FINANCIAL IMPLICATIONS:

The annual cost is \$9,456 and is funded by the Truancy Prevention Fund

RECOMMENDATION/ACTION DESIRED:

Recommend approval of the Interlocal Agreement between the City of Watauga, City of North Richland Hills, City of Haltom City, and City of Richland Hills regarding Teen Court (Northeast Tarrant Teen Court) for the period of October 1, 2021 through September 30, 2022, with an option for a one-year renewal.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Interlocal 2021-2022 Approved -FINAL



AGENDA MEMORANDUM

REVIEWED BY:

Sandra Gibson, Director of Finance

Deby Woodard, Assistant Director of Finance

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/27/2021

Approved - 8/31/2021

Approved - 9/3/2021

Final Approval - 9/3/2021

STATE OF TEXAS §

§

INTERLOCAL AGREEMENT

COUNTY OF TARRANT §

THIS AGREEMENT is entered into this the 1st day of October, 2021, by and between the Cities of North Richland Hills, Haltom City, Watauga and Richland Hills, Texas, municipal corporations, (hereafter referred to as "Cities" or "each participating City") the parties acting herein under the authority and pursuant to the terms of Chapter 791, INTERLOCAL COOPERATION CONTRACTS, Texas Government Code, for the purpose of establishing the terms under which a Teen Court program will be established and funded.

WHEREAS, the City of North Richland Hills has a Teen Court program established and operating and the Cities of Haltom City, Watauga and Richland Hills desire to make this program available to the residents of their respective cities; and,

WHEREAS, the Cities find that the terms and conditions set out herein for providing for the operation of a Teen Court for the parties hereto is equitable and will provide benefits to each; **NOW THEREFORE**,

W I T N E S S E T H:

For and in consideration of the mutual promises and covenants herein made, the benefits flowing to each of the parties hereto, and other good and valuable consideration, the Cities of North Richland Hills, Haltom City, Watauga and Richland Hills, Texas do hereby contract and agree as follows:

SECTION 1. The Teen Court is a volunteer program which allows juvenile misdemeanor offenders an alternative to the criminal justice system while allowing them to assume responsibility for their own actions by involvement in the judicial process and community service in order that their offenses will not be recorded; bringing juvenile offenders before a jury of their peers and to the community for constructive punishment which will provide the youths with an understanding of the judicial system and a realization of their roles (responsibilities) in the community.

SECTION 2. The City of North Richland Hills shall provide a court facility available for holding teen court on Monday nights and provide a Judge and Bailiff for all weekly sessions, employ a Teen Court Clerk to assist in administering and coordinating the activities of the Teen Court program and provide office space for the clerk. The Teen Court Clerk will work under the supervision of the North Richland Hills Juvenile Case Manager, who shall be responsible for data tracking for statistical reporting purposes.

SECTION 3. Haltom City, Watauga and Richland Hills agree to provide a Teen Court Board Member and Teen Court Judge to add in the rotation of scheduling with North Richland Hills Board Members and Teen Court Judges.

- SECTION 4.** The Cities agree that the Teen Court Clerk, Juvenile Case Manager, and Bailiff provided under the Teen Court program are employees of the City of North Richland Hills and the cities of Haltom City, Watauga and Richland Hills shall have no obligation to such employees for salaries or benefits. Haltom City, Watauga and Richland Hills shall reimburse North Richland Hills the amounts set forth herein in this section to offset the costs incurred by North Richland Hills for the operation of the Teen Court program. Such costs shall be in the collective amount of \$20,653.00 for the year beginning October 1, 2021. Haltom City agrees to pay 37%, (\$7,665.00), Watauga agrees to pay 46% (\$9,456.00) and Richland Hills agrees to pay 17% (\$3,532.00). Each party shall make respective payments from current revenues available to the paying party.
- SECTION 5.** North Richland Hills has an existing Teen court Advisory Board in its jurisdiction appointed to such board by the City Council. Haltom City, Watauga and Richland Hills shall have the right to appoint one additional member to such advisory board.
- SECTION 6.** This Agreement shall be for the initial period beginning October 1, 2021 and ending September 30, 2022 upon execution of hereof by all parties hereto, with the option to renew for one additional year.
- SECTION 7.** Any party hereto may terminate its participation in this Agreement without recourse or liability upon thirty (30) days written notice to the other parties. Should either of the other three parties terminate their participation, North Richland Hills may terminate this agreement or renegotiate with the remaining party or parties.
- SECTION 8.** This Agreement is made pursuant to Chapter 791 and Subchapter E, Chapter 418, Texas Government Code. It is agreed that in the execution of this Agreement, no party waives any immunity or defense that would otherwise be available to it, against claims arising from the exercise of governmental powers and functions.

SIGNED AND EXECUTED this the _____ day of _____, A.D.,
2021, at Tarrant County, Texas.

CITY OF NORTH RICHLAND HILLS

BY: _____
Mark Hindman, City Manager

Attest:

Alicia Richardson, City Secretary/Chief Governance Officer

(City Seal)

Approved as to Form and Legality:

Maleshia McGinnis, City Attorney

SIGNED AND EXECUTED this the _____ day of _____, A.D.,
2021, at Tarrant County, Texas.

CITY OF HALTOM CITY, TEXAS

BY: _____
Rex Phelps, City Manager

ATTEST:

Art Camacho, City Secretary

(City Seal)

Approved as to Form and Legality:

Attorney from Toase Law Firm, City Attorney

SIGNED AND EXECUTED this the _____ day of _____, A.D.,
2021, at Tarrant County, Texas.

CITY OF WATAUGA, TEXAS

BY: _____
City Manager

ATTEST:

City Secretary

(City Seal)

Approved as to Form and Legality:

| _____
Caroline Kelley - City Attorney

SIGNED AND EXECUTED this the _____ day of _____, A.D.,
2021, at Tarrant County, Texas.

CITY OF RICHLAND HILLS, TEXAS

BY: _____
Candice Edmondson, City Manager

ATTEST:

Cathy Bourg, City Secretary

(City Seal)

Approved as to Form and Legality:

Betsy Elam, City Attorney



AGENDA MEMORANDUM

DATE: August 24, 2021

TO: Honorable City Council Members

FROM: Andrea Gardner, City Manager

SUBJECT: Consider action to approve the meeting minutes of the August 9, 2021 City Council Workshop; August 9, 2021 City Council Regular Meeting; August 16, 2021 City Council Special Meeting; August 23, 2021 City Council Workshop; and August 23, 2021 City Council Regular Meeting.

BACKGROUND/INFORMATION:

Meeting minutes are attached for review and action.

FINANCIAL IMPLICATIONS:

None.

RECOMMENDATION/ACTION DESIRED:

Staff respectfully recommends City Council approve the meeting minutes as presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Workshop Meeting 8-9-21 AG
2. Regular Council Meeting 8-9-21 rev by AG
3. City Council Special Meeting 8-16-21 AG
4. 082321 Council Workshop AG
5. 08232021 Reg Meeting Minutes AG

REVIEWED BY:

Andrea Gardner, City Manager

Final Approval - 9/4/2021

Approved as to form for inclusion on Agenda

**MINUTES
WATAUGA CITY COUNCIL
WORKSHOP MEETING
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA, TX 76148
MONDAY, AUGUST 9, 2021
5:30 PM**

CALL TO ORDER

The Workshop Meeting of the City Council was called to order at 5:31 p.m.

ROLL CALL

The meeting convened with the following members present:

Council Place 1, Pat Shelbourne – Present
Council Place 2, Tom Snyder – Present
Council Place 3, Lovie Downey – Present
Mayor Pro Tem/Council Place 4 – Andrew Neal – Present
Council Place 5 – Juanita King – Present
Council Place 6 – Mark Taylor – Present
Council Place 7 – Jan Hill - Present

ANNOUNCEMENTS

None

PRESENTATIONS

1. Presentation, discussion and direction on the City of Watauga Code of Ordinances update to Chapter 2

Ms. Kelley presented the item to Council. She stated the assumption going into the workshop was that Legal was to incorporate into the draft ordinance the language recommended by Legal unless stated otherwise by Council. No comments were made by Council regarding the assumption. She continued by stating that during the Legal and City Manager reviews of the ordinance it was found to be unclear as to what applies to board members. It was further stated that if Council desires to have certain board members comply with the ethics provisions, she recommends not having it apply to the YAC (Youth Advisory Council). Ms. Kelley also stated that the City Manager and Legal agreed that if board members are to comply, the members will need to be fully trained and made aware of the provisions.

Council Member Taylor asked if the documents to be reviewed are those included in

the regular meeting packet. Ms. Kelley confirmed that the documents are in the regular meeting packet.

Ms. Kelley stated that the City Manager's recommendation is to not have Chapter 2 ordinance ethics obligations apply to employees because City personnel policies address that matter and Legal concurs with the City Manager's recommendation.

Council Member Hill agreed to remove City employees from ordinance provisions and have personnel policies address.

Ms. Kelley stated it was her recommendation for the City Council to self-discipline individuals for any violations of the City's ethics ordinance rather than allow the District Attorney to handle.

Mayor Pro Tem Neal requested to repeal ethics provisions and follow State law Chapters 171 and 176. Ms. Kelley stated she thinks that is a great idea but asked if Council wanted to self-govern.

Council Member Downey responded she agreed best to follow State law. The remainder of the Council concurred with following State law.

Council Members Shelbourne, Snyder, Neal, King, Taylor and Mayor Miner agreed self-govern was best.

Ms. Kelley pointed out that the real estate provision found in the City's ethics ordinance isn't addressed by State law. She stated the Council could agree to remove those items from the ordinance that are addressed by 171 and 176 of State law and leave in those that aren't addressed by State law, have the Mayor establish an ad hoc committee to review those items not addressed by State law in the future.

Council Members Downey, Shelbourne, Neal, King, Taylor, Snyder and Hill all agreed to have the Mayor create an ad hoc committee for review of the ethics ordinance language in the future.

Mayor Miner recommended the Council accept the recommended changes from the Financial Section and forward. All appeared to agree as no objection was made.

ADJOURNMENT

Mayor Miner adjourned the meeting at 6:34 p.m.

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office

**MINUTES
WATAUGA CITY COUNCIL
REGULAR MEETING
MONDAY, AUGUST 9, 2021
CITY HALL, COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:30 PM**

CALL TO ORDER

Mayor Miner called the Regular Meeting of the Watauga City Council to order at 6:46 P.M.

ROLL CALL

Council Place 1, Pat Shelbourne – Present
Council Place 2, Tom Snyder – Present
Council Place 3, Lovie Downey – Present
Mayor Pro Tem/Council Place 4 – Andrew Neal – Present
Council Place 5 – Juanita King – Present
Council Place 6 – Mark Taylor – Present
Council Place 7 – Jan Hill - Present

INVOCATION

Invocation provided by Dennis Hester, First Baptist Church of Watauga.

PLEDGE OF ALLEGIANCE

Mayor Miner led the Pledges to the US Flag and Texas Flag.

ANNOUNCEMENTS

Mayor Pro Tem Neal: Congratulated Dollar General for 30 years, Tony's Wash and Lube for 20 years and CVS located in Target for 5 years as a Watauga businesses. He also announced the Redo Prom at Watauga Community Center on Friday, September 3, 2021. He announced the Clear the Shelter event scheduled for August 18, 2021 from 10am – 5pm.

Mayor Mlner: Stated Big Truck Day was a success, thanks to staff. He also announced Alzheimer's Education Seminar to be held at TCC as a free luncheon and reminded the public of the rental assistance program at getrenthelp.com or 817-850-7940 option 2.

Mayor Miner changed the agenda order to allow for Public Comment from a registered speaker.

Mr. Daniel Bennett from White Settlement, Texas addressed the Council regarding certain properties that were under Appraisal Review Board review. He provided a copy of letter to the City Council members regarding the matter and stated that Mr. Jeffrey Law, Tarrant County Appraisal District Chief Appraiser, was ignoring the law. The letter provided by Mr. Bennett have been filed in the City's records and made a part of these minutes.

PRESENTATIONS

1. Presentation of Service Awards for City of Watauga Employees celebrating a milestone anniversary during the month of August 2021

Ms. Gardner and Mayor Miner presented employee service awards for employees celebrating 15 years to Ms. Cathy Nguyen; Steve Gochal and Ms. Marcia Reyna.

2. Presentation on bulk waste collection, regulations and enforcement

Sgt. Kevin Mead presented the item to the Council. (Presentation is attached). Abel Moreno from Waste Connections was also present to answer questions from the Council.

44 open cases for bulk waste (North end of the city)
Bulk services is up to date and on schedule
Updated map provided by vendor

Questions:

Council Member Shelbourne thanked Sgt. Mead and staff for responding to a concern from a Citizen.

Council Member Taylor appreciated the teamwork and vendor. He also inquired about the typical time frame for conducting re-inspections. Kevin responded 7-10 days to re-inspect. CM Taylor asked if the roll-off containers have been removed and Sgt. Mead stated the dumpsters have been removed. He then asked what the real date was for pick-up.

Mr. Moreno stated that Zone 3 will begin tomorrow, and that Waste Connections has "all hands on deck", meaning that supervisors out with the team, employees with a CDL are on the truck assisting with collections.

Council Member Taylor inquired about what citizens are doing to cause the problems, like placing tires on the curb for collection.

Mr. Moreno stated that drivers are taking pictures of piles not in compliance with the City's ordinance and the City's Code Enforcement is assisting with notification.

He stated the communication has improved tremendously and they are now using adhesive tags to notify citizens of non-compliance, so they don't blow away.

Council Member Taylor asked about people going through other's bulk and strolling it out over the yards and what is being done about that issue.

Sgt. Mead responded that staff is doing the best they can to address.

Mayor Pro Tem Neal asked about what happens if bulk is missed.

Sgt. Mead stated to contact Code. He also explained that Waste Connections sometimes reports back that vehicles are parked in a manner that blocks access or the items are too heavy for pick-up by personnel.

Mayor Pro Tem Neal stated that the situation has been ongoing for two years and he does not have confidence that Waste Connections will be able to keep up.

Council Member Hill stated that several residents contacted her stating that they liked having the roll-off containers and that they would like to continue but want a more controlled location.

Sgt. Mead responded that staff would need to work with Waste Connections for such an operation. He explained that people are still leaving bulk, although the containers were removed, in the locations the roll-offs were placed.

Council Member Downey echoed the sentiments of appreciation for staff and Waste Connections and agreed "the pickers" were a problem. She asked how successful door hangers are.

Sgt. Mead stated it is an effective tool but some are missing tags placed on front door because they go in/out through garage door.

Council Member Downey also expressed concern that employees are utilizing too much discretion and picking up items that shouldn't be.

Mr. Moreno explained the crews pick-up only what they are contractually obligated and are trained to pick up piles the size of a truck bed.

Mayor Miner stated that he is in zone 5 and not due for pick up for another three weeks. He inquired what will be done about those piles already on the curb and wanted to know why those individuals are given 7-10 days to resolve.

Sgt. Mead agreed that early placement on the curb is an issue.

Mayor Miner commented he has heard from some that do and others that don't

like roll-offs.

Council Member Shelbourne commented that some contractors are placing bulk on curb when the contractor is required to haul off the items.

Sgt. Mead stated Code works with the citizen on those issues.

PUBLIC COMMENT

Mr. Charles Manning – Stated he has been a member of the Senior Center since 2017 and been a resident of Watauga since 1962. He expressed dissatisfaction with the treatment of Seniors. He stated that he helped Seniors with May Fest for 2 years and now they can't keep anything they bought unless they donate item(s) to the City, that they aren't able to keep things in the building any longer and must take items home. He expressed concern that dances aren't allowed anymore.

Ms. Rosemary Manning – Thanked the Council for listening to her. She had a lot of things taken away because they weren't organized, the only way to save things is to take them home and that food is being taken away.

Mr. Roland Bourne – Stated that he is speaking on behalf of the Seniors and that he has been a member of Hurst and Southlake Senior Centers. He visited those Centers Pre-COVID and they had room for pottery. He stated he will not discuss Southlake because they are off the chain. He stated the Olympics might be canceled again due to COVID but they found a way to host and keep all safe. With that stated, the City should be able to find a way to continue.

Ms. Fabri – Stated she has been a member of the Senior Center for 13 years and that she understands coming out of hell is tough and money is tight. She requested kitchen help be hired and stated that Seniors were so excited when the Senior Center was constructed. She wants it changed back and stated the Center needs a hero.

Cynthia Shew – Stated she was an 18 year resident of Watauga and that a water line was dug up and has not been fixed yet. She further stated she noticed that another line on Coy Drive has already been fixed.

PUBLIC TESTIMONY FOR ACTION ITEMS

No requests to provide public testimony were provided; therefore, there was no public testimony.

CONSENT AGENDA

1. Consider action to accept the Watauga Economic Development Corporation's Proposed Fiscal Year Budget for FY2021-2022; providing for all anticipated expenditures
2. Consider action to set the Watauga Economic Development Corporation's Proposed FY2021-2022 Budget Public Hearing and Adoption Date for Monday, August 23, 2021 at 6:30 p.m.
3. Consider action to approve the proposed "MetroShare" Consortium Interlocal Agreement
4. Consider action to approve the meeting minutes of the July 26, 2021 City Council Group Photo Session; July 26, 2021 City Council Workshop and July 26, 2021 Regular City Council Meeting.

Council Member Downey made a motion to approve the consent agenda as presented. Council Member King seconded the motion. There being no discussion allowed on consent agenda matters, the Mayor called for a vote.

Ayes: Shelbourne, Snyder, Downey, Neal, King, Taylor and Hill
Nays: None

Motion Carried 7-0-0.

PUBLIC HEARINGS / ACTION

1. Public Hearing on the Watauga Crime Control and Prevention District FY2021-2022 Proposed Budget

Mayor Miner opened the Public Hearing at 7:44 p.m.

Ms. Deby Woodard presented the item to Council. NO changes from items presented in the workshops held previously.

Receiving no requests to speak, the Mayor closed the Public Hearing at 7:45 p.m.

ACTION ITEMS

1. Discuss and consider action on a resolution approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division, regarding the Company's 2021 Rate Review Mechanism filing; declaring existing rates to be unreasonable; adopting tariffs that reflect rate adjustments

consistent with the negotiated settlement; finding the rates to be set by the attached settlement tariffs to be just and reasonable and in the public interest; approving an attached exhibit establishing a benchmark for pensions and retiree medical benefits; approving an attached exhibit regarding amortization of regulatory liability; requiring the company to reimburse ACSC's reasonable ratemaking expenses; determining that this resolution was passed in accordance with the requirements of the Texas Open Meetings Act; adopting a savings clause; declaring an effective date; and requiring delivery of this resolution to the company and the ACSC's legal counsel

Ms. Gardner provided the staff report and informed Council that Darwin Winfield from Atmos was present to answer questions from Council.

Council Member Taylor made a motion to approve resolution of negotiated settlement. Council Member Hill seconded the motion.

Hearing no further discussion, Mayor Miner called for a vote.

Ayes: Shelbourne, Snyder, Downey, Neal, King, Taylor and Hill

Nays: None

Motion Carried 7-0-0.

2. Discuss and consider action to approve an Ordinance of the City of Watauga, Texas providing for and ordering a special local option election to be held on November 2, 2021, for the purpose of submitting to the qualified voters of the City of Watauga a proposition for or against legalizing "the legal sale of all alcoholic beverages for off-premise consumption only" in the City of Watauga; providing for notice of said election; authorizing a contract with Tarrant County for the conduct of the election; providing for a joint election on November 2, 2021, with other entities contracting with Tarrant County for such joint election; providing for election precincts and polling places; providing a savings clause; providing for repeal; providing for severability; providing an effective date; and containing other provisions related to the subject

Deliberar y considerar el curso de acción para aprobar una Ordenanza de la Ciudad de Watauga, Texas, para disponer y convocar una elección especial de opción local a celebrarse el 2 de noviembre de 2021 con el fin de presentar ante los votantes habilitados de la Ciudad de Watauga una proposición a favor o en contra de legalizar "la venta legal de todas las bebidas alcohólicas solamente para el consumo fuera de las instalaciones" en la Ciudad de Watauga; disponer la notificación de dicha elección; autorizar un contrato con el Condado de Tarrant para la celebración de la elección; disponer una elección conjunta para el 2 de noviembre de 2021 con otros organismos que contraten al Condado de Tarrant

para tal elección conjunta; disponer los precintos electorales y los lugares de votación; disponer una cláusula de ahorro; disponer la revocación; disponer la divisibilidad; disponer una fecha de entrada en vigencia; e incluir otras disposiciones relativas al asunto

Thảo luận và xem xét thực thi việc phê chuẩn một Sắc Lệnh của Thành Phố Watauga, Texas để quy định và ra lệnh tổ chức một cuộc bầu cử đặc biệt lựa chọn của cộng đồng vào ngày 2 tháng Mười Một, 2021, để đệ trình cho các cử tri hội đủ điều kiện của Thành Phố Watauga một kế hoạch đề nghị ủng hộ hoặc phản đối việc luật hóa " bán hàng hợp pháp tất cả các loại đồ uống có cồn chỉ để uống bên ngoài khuôn viên " tại Thành Phố Watauga; quy định thông báo về cuộc bầu cử nói trên; phê chuẩn một hợp đồng với Quận Tarrant để tiến hành cuộc bầu cử này; quy định về một cuộc bầu cử kết hợp được tổ chức vào ngày 2 tháng Mười Một, 2021, với các cơ quan tổ chức khác có hợp đồng với Quận Tarrant cho cuộc bầu cử kết hợp đó; quy định về các phân khu bầu cử và các địa điểm phòng phiếu; quy định một điều khoản bảo lưu; quy định thủ tục bãi bỏ; quy định về hiệu lực tách rời; quy định về ngày hiệu lực; và bao gồm các điều khoản quy định khác liên quan đến chủ đề này

Ms. Gardner presented the item to Council.

Council Member Hill made a motion to approve the item as presented. Mayor Pro Tem Neal seconded the motion.

Mayor Miner called for discussion and Council Member Hill made a statement that she was pleased with the efforts of the second group. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Snyder, Downey, Neal, King, Taylor and Hill.

Nays: None

Motion Carried 7-0-0.

3. Discuss and consider action on legislative amendments to update and revise Chapter 2 of the City of Watauga Code of Ordinances

Ms. Gardner presented the item to the Council and stated the item will be included for action on the August 23, 2021 agenda, thus no action required.

REPORTS

1. Receive report from Mayor Miner regarding the creation of a special subcommittee of City Council, the City Manager Search Subcommittee, and appointment of members to same

Mayor Miner presented the item to the Council and stated the committee will

consist of the Mayor, Council Members Shelbourne and Downey.

Mayor Pro Tem Neal asked when the first meeting will be conducted. The Mayor inquired with Ms. Reyna about the number of applications received. Ms. Reyna stated currently 18 applications and the plan is to meet on September 6, 2021. Mayor Pro Tem Neal then asked what the cut off date for applying is. Ms. Reyna stated the deadline to apply is September 24, 2021.

ITEMS FOR FUTURE AGENDAS

Mayor Pro Tem Neal requested a workshop on senior operations be scheduled and Council Member Taylor agreed to support and stated a senior committee should be created.

Mayor Miner recessed the open session to enter into Executive Session pursuant to Texas Government Code 551.071, 551.087, 551.074 and 551.072 at 8:00 p.m.

EXECUTIVE SESSION

1. Pursuant to Texas Government Code Sections 551.071 and 551.087, to seek legal advice regarding and to discuss economic incentives for Blazing Hospitality, LLC
2. Pursuant to Texas Government Code Sections 551.071 and 551.087, to seek legal advice regarding and to discuss economic incentives for FSG, LLC (locally known as Excel Construction) to expand operations within the City of Watauga
3. Pursuant to Texas Government Code Sections 551.071 and 551.087, to seek legal advice regarding and to discuss economic incentives for Smiley Transportation
4. Texas Government Code Section 551.074, to deliberate the appointment, employment or duties of an interim City Manager
5. Pursuant to Texas Government Code Section 551.074, to deliberate upon the employment of a new City Secretary
6. Pursuant to Texas Government Code Section 551.072, to deliberate the purchase, exchange, lease or value of real property - Watauga Addition Block 1 Lots 6, 7, 8 & 9, Watauga Addition Block 1 Lot 10 & 11 and Watauga Addition Block 1 Lot 12A

RECONVENE

Mayor Miner reconvened into Open Session at 12:13 a.m. on August 10, 2021.

ITEMS OF EXECUTIVE SESSION DELIBERATION

1. Discuss and consider action on a Chapter 380 Agreement between the City of Watauga and Blazing Hospitality, LLC

Mayor Miner announced there was no action to be taken on the item as a result of the discussion in Executive Session.

2. Discuss and consider action on a Chapter 380 Agreement between the City of Watauga and FSG, LLC

Mayor Miner announced there was no action to be taken on the item as a result of the discussion in Executive Session.

3. Discuss and consider action on a Chapter 380 Agreement between the City of Watauga and Smiley Transportation

Mayor Miner announced there was no action to be taken on the item as a result of the discussion in Executive Session.

4. Texas Government Code Section 551.074, to deliberate the appointment, employment or duties of an interim City Manager

Mayor Miner called for a motion on the item. Council Member Shelbourne made a motion to authorize the Mayor to meet with Human Resources on August 10, 2021 to announce the choice for Interim City Manager. Mayor Pro Tem Neal seconded the motion.

Hearing no discussion, the Mayor called for a vote.

Ayes: Shelbourne, Snyder, Downey, Neal, King, Taylor and Hill
Nays: None

Motion Carried 7-0-0.

5. Pursuant to Texas Government Code Section 551.074, to deliberate upon the employment of a new City Secretary

Mayor Miner announced there was no action to be taken on the item as a result of the discussion in Executive Session.

6. Pursuant to Texas Government Code Section 551.072, to deliberate the purchase, exchange, lease or value of real property – Watauga Addition Block 1 Lots 6, 7, 8 & 9, Watauga Addition Block 1 Lot 10 & 11 and Watauga Addition Block 1 Lot 12A

Mayor Miner announced there was no action to be taken on the item as a result of the discussion in Executive Session.

ADJOURNMENT

There being no further business before the Council, Mayor Miner adjourned the meeting at 12:15 a.m. on August 10, 2021.

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office

**MINUTES
WATAUGA CITY COUNCIL
SPECIAL MEETING
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA, TX 76148
MONDAY, AUGUST 16, 2021
5:30 PM**

CALL TO ORDER

The Special Meeting of the City Council was called to order at 5:30 p.m.

ROLL CALL

The meeting convened with the following members present:

Arthur L. Miner	Mayor
Andrew Neal	Mayor Pro Tem/Council Member Place 4
Pat Shelbourne	Council Member Place 1 (Absent with notice)
Tom Snyder	Council Member Place 2
Lovie Downey	Council Member Place 3
Juanita King	Council Member Place 5 (Absent with notice)
Mark Taylor	Council Member Place 6
Jan Hill	Council Member Place 7

and

Andrea Gardner	City Manager/City Secretary
Raquel Guajardo	Deputy City Secretary
Sandra Gibson	Director of Finance
Deby Woodard	Assistant Director of Finance
Marcia Reyna	Director of Human Resources & Civil Service
Paul Hackleman	Director of Public Works
Bradley Fraley	Chief Information Officer

ANNOUNCEMENTS

Mayor Miner provided a reminder regarding board appointments and required training.

PUBLIC COMMENT

Requests for public comment were not received.

PUBLIC TESTIMONY FOR ACTION ITEMS

Requests for public testimony were not received.

PRESENTATIONS

1. Presentation on Proposed User Fee Adjustments for Fiscal Year 2021-2022

Mr. Calvin Coles with Waterworth was present virtually with audio/video captured for the Council, in-person audience and remote audience. Mr. Coles provided a review of the City's proposed Utility Rate Model to include a review of capital projects, debt service requirements by year, proposed debt service for the future, operating revenues, water sales, and operating expenses.

He reviewed the chart and explained the purpose/meaning of the red line depicted in the chart and advised the Council that it isn't advisable to go below the red line as that indicates a negative cash position. He further explained the second dotted line on the chart represents the "ideal cash position". The solid black line depicts the financial position of the City as projected. Mr. Coles stated that year 2026 indicates a potential issue if the proposed rate increases do not happen. The revenue generated from the proposed rate increases, show the stabilization of the cash position. Mr. Coles wrapped up his presentation by calling for questions related to the proposed increases or the model. Hearing none, Mr. Coles left the meeting.

Ms. Gibson continued with the presentation of City user fees to include the following highlights:

- 3% increase on base rate for water
- 6% increase on base rate for sewer
- Residential consumption water rate increase from \$5.01 to \$5.16
- Residential consumption sewer rate increase from \$2.99 to \$3.17

Council Member Taylor asked when the last time the rates were increased for water and sewer. Ms. Gibson responded the last increase was completed in September 2019 and that the current proposed rates were suggested by the Waterworth software used to develop the proposed rate structure. Use of the software allowed the City to avoid consultant fees.

Mayor Pro Tem Neal inquired about the water and sewer wholesaler providing 10 year projections on costs. Ms. Gibson stated that unfortunately the wholesaler does not provide such projections.

Ms. Gibson moved to review the administrative fees found in Chapter 12 of the Code of Ordinances to include the following highlights:

- New business registration fee of \$15 (add)
- Renewal business registration fee of \$10 (add)
- Credit card convenience fee \$1.25 (increase) – the increase decreases the subsidy provided by the City to credit card consumers but doesn't provide a total cost recovery
- Various increases to development fees driven by HB 852 attempting to reach closer to full cost recovery

Mayor Pro Tem Neal inquired if the solar system permit fee was based on the value or cost of the system. Mr. Randy Richards responded that the fees were based on the valuation of the project, but HB 852 prohibits basing fees on valuation and must be set as a flat fee or based on square footage for residential. Many of the fees are based on an established table but solar panels are based on the quantity of panels and not the size of panels.

Ms. Gibson reviewed the Parks & Community Services fee changes to include highlights below:

- Summer program fees are being removed
- Pre-school fees being removed

Fire and EMS fees were reviewed next. Many of the fees are currently included in ordinances but staff desires to relocate to the fee schedule. Also, the EMS billing vendor suggested the City breakout the fees for ALS and BLS rates to improve the collection ability for such charges.

Ms. Gibson completed the User Fee presentation with a review of the utilities fees.

Council Member Taylor commented that the presentation included good information and that everything discussed is cost recovery. He expressed the desire to review the possibility of moving to tiered water rates during a future strategic planning meeting. He also would like to incorporate a mechanism that charges for water to fill a pool and only water, not sewer.

Council Member Hill asked how ambulance service is billed. Ms. Gibson responded that the charges are billed to insurance first, then patient billed for the balance.

PUBLIC COMMENT

No public comment was provided.

PUBLIC TESTIMONY FOR ACTION ITEMS

No public testimony was provided.

ACTION ITEMS

- 1. Discuss and consider action to authorize the expenditure for the High Density Mineral Bond Seal Program by Andale Construction, Inc. pursuant to the Interlocal Agreement, for the cooperative purchasing of goods and services, with the City of Hurst, Texas**

Mr. Hackleman presented the item to the Council and stated Mr. Kent Nobis with IPS was present to assist with answering questions from the Council.

followed by asking if the product requires a reapplication coat after a certain amount of time. Mr. Hackleman responded that it is best to reapply, so it extends the useful life. Mr. Neal then asked how long the City of Hurst used the product. Mr. Nobis stated the product has been around for 20 years and the City of Hurst has used for 4 years.

Council Member Downey commented that she has driven on this type of road while in S. Carolina and found them to be smooth.

Mayor Miner stated no request was made to provide Public Testimony on this item.

Mayor Pro Tem Neal made a motion to approve. Council Member Downey seconded the motion. As there was no discussion, Mayor Miner called for the Council to vote. Motion carried 5-0-0-2.

Ayes: Snyder, Downey, Neal, Taylor, Hill

Nays: None

Abstain: None

Absent: Shelbourne and King

ADJOURNMENT

Mayor Miner adjourned the Special Meeting at 9:01 p.m.

APPROVED: this _____ day of _____, 2021.

SIGNED: this _____ day of _____, 2021.

APPROVED:

Arthur L. Miner, Mayor

ATTEST:

Andrea Gardner, City Secretary

Note: Original Audio and Video Recording of this meeting is preserved and maintained by City Secretary's Office.

**MINUTES
WATAUGA CITY COUNCIL
WORKSHOP MEETING
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA, TX 76148
MONDAY, AUGUST 23, 2021
5:30 PM**

CALL TO ORDER

The Workshop Meeting of the City Council was called to order at 5:31 p.m.

ROLL CALL

The meeting convened with the following members present:

Arthur L. Miner	Mayor
Andrew Neal	Mayor Pro Tem/Council Member Place 4
Pat Shelbourne	Council Member Place 1
Tom Snyder	Council Member Place 2 (Absent with notice)
Lovie Downey	Council Member Place 3
Juanita King	Council Member Place 5 (Absent with notice)
Mark Taylor	Council Member Place 6
Jan Hill	Council Member Place 7

and

Andrea Gardner	City Manager/City Secretary
Raquel Guajardo	Deputy City Secretary
Sandra Gibson	Director of Finance
Deby Woodard	Assistant Director of Finance
Marcia Reyna	Director of Human Resources & Civil Service
Paul Hackleman	Director of Public Works
Bradley Fraley	Chief Information Officer
Robert Parker	Police Chief

PRESENTATIONS

1. Presentation of the Personnel Improvement Plan, Capital Outlay Plan, and Capital Improvement Plan

Ms. Reyna presented an overview of the Proposed Personnel Improvement Plan to the Council. (*Presentation is attached*).

Ms. Gibson presented an overview of the Proposed Capital Outlay Plan to the Council. (*Presentation is attached*).

Ms. Gibson and Mr. Hackleman presented an overview of the Proposed Capital Improvements Plan.

ADJOURNMENT

Mayor Miner adjourned the special meeting at 6:32 p.m.

APPROVED: this _____ day of _____, 2021.

SIGNED: this _____ day of _____, 2021.

APPROVED:

Arthur L. Miner, Mayor

ATTEST:

Andrea Gardner, City Secretary

NOTE: Original Audio and Video Recording of this meeting is preserved and maintained by the City Secretary's Office

**MINUTES
WATAUGA CITY COUNCIL
REGULAR MEETING
MONDAY, AUGUST 23, 2021
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
6:30 PM**

CALL TO ORDER

Mayor Miner called the Regular Meeting of the Watauga City Council to order at 6:47 p.m.

ROLL CALL

Council Place 1, Pat Shelbourne – Present
Council Place 2, Tom Snyder – Absent (with notice)
Council Place 3, Lovie Downey – Present
Mayor Pro Tem/Council Place 4 – Andrew Neal – Present
Council Place 5 – Juanita King – Absent (with notice)
Council Place 6 – Mark Taylor – Present
Council Place 7 – Jan Hill - Present

INVOCATION

Dennis Hester of First Baptist Church Watauga provided the invocation.

PLEDGE OF ALLEGIANCE

Mayor Miner led the pledges to the US and Texas flags

ANNOUNCEMENTS

Mayor Pro Tem Neal stated a bulk waste forum has been created and posted on the City's website for citizens to provide input on waste services and announced that August 26, 2021 is National Dog Day.

Mayor Miner announced the event planned for Saturday, September 11, 2021 at the Central Fire Station to commemorate the 20th Anniversary of the 9/11 attacks.

PRESENTATIONS

1. **Presentation to City Manager Andrea Gardner in appreciation of her service and dedication to the City of Watauga**

Mayor Miner presented Ms. Gardner with a plaque to demonstrate the City's appreciation for her contribution to the City of Watauga during her tenure as City Manager. Ms. Gardner expressed her appreciation to the employees of the City and the City Council.

PUBLIC COMMENT

Kelly White addressed the Council and provided written comments as well describing a dangerous intersection and requesting the City research measures to improve the safety of the intersection.

PUBLIC TESTIMONY FOR ACTION ITEMS

Jillian Giles requested Council consider leaving Division 2, Ethics, item 2A, financial interest, as is with no changes.

CONSENT AGENDA

1. **Consider action to approve the Watauga Economic Development Staffing Reimbursement Resolution for Fiscal year 2021-2022**
2. **Consider action approving a resolution setting the City Observed Holiday Schedule for the 2022 Calendar Year; providing for repeal; providing for severability; providing an effective date**
3. **Consider action to approve the meeting minutes of the August 3, 2021 City Council Workshop; August 3, 2021 City Council Special Meeting; August 4, 2021 City Council Workshop**
4. **Consider action to approve the Monthly Financial Report for the period ending July 31, 2021**

Mayor Miner read the consent agenda item captions and called for a motion. Council Member Downey made a motion to accept the consent agenda as presented. Council Member Hill seconded the motion. The Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2

PUBLIC HEARINGS / ACTION

1. Public Hearing and action on the City Manager's Proposed Budget for Fiscal Year 2021-2022

Mayor Miner opened the Public Hearing at 7:07 p.m.

Ms. Gibson provided an overview of the item.

Jillian Giles provided public comment during the public hearing that included a request for the City to consider use of ARPA funds to offset some general fund expenses so that the property tax rate might be reduced. She read off several items that she interpreted as being authorized for use.

Mayor Miner asked for the deadline to utilize the ARPA funds. Ms. Gardner responded the deadline is December 31, 2024.

Mayor Miner closed the Public Hearing at 7:19 p.m. and called for a motion.

Council Member Neal made a motion to accept the City Manager Proposed Budget. Council Member Downey seconded the motion. The Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2

Ms. Kelley stressed that the action taken by Council on this item was to accept the budget, not approve the budget. The budget is scheduled for adoption/approval on September 13, 2021.

2. Public Hearing on the Watauga Economic Development Corporation Proposed Budget for FY2021-2022

Mayor Miner opened the Public Hearing at 7:21 p.m.

Ms. Gibson provided an overview of the item.

Mayor Miner closed the Public Hearing at 7:23 p.m.

ACTION ITEMS

1. **Discuss and consider action to approve an ordinance authorizing the issuance of “City of Watauga, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2021” providing the terms and conditions of said certificates and resolving other matters incident and relating to the issuance, payment, security, sale, and delivery of said certificates, including the approval and distribution of an official statement pertaining thereto; authorizing the execution of a paying agent/registrar agreement and an official bid form; complying with the requirements of the letter of representations previously executed with the depository trust company; and other matters related thereto; authorizing the execution of any necessary engagement agreements with the City’s Financial Advisors and/or Bond Counsel; and providing an effective date**

Ms. Gibson provided an overview of the item by stating the issuance was for \$4.7 million and the process for issuance began in June 2021. The issuance will provide funding for street projects in the amount of \$3.7 million and capital equipment for \$1 million.

Mark McLiney of Samco Capital, the City’s Financial Advisor, reviewed the bids received with the Council and recommended awarding to FHN at a rate of 1.57%.

Mayor Pro Tem Neal asked why pay more with FHN but BOK is lower. Mr. McLiney explained the bid from FHN includes a premium that is used to lower issuance costs and underwriting.

Council Member Shelbourne made a motion to approve the issuance of Watauga Certificates of Obligation, Series 2021. Council Member Downey seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2

Mayor Miner recessed the regular meeting to convene into Executive Session to discuss Executive Session Items 2 and 4 at 7:35 p.m. as authorized by Texas Local Government Code Sections 551.071 (Consult with Attorney) and 551.087 (Economic Development Negotiations).

Mayor Miner reconvened the regular meeting from Executive Session at 9:02 p.m. and recalled Executive Session Items 2.

2. Pursuant to Texas Government Code Sections 551.071 and 551.087, to seek legal advice regarding and to discuss economic incentives for SP Ventures, LLC (Blazing Hospitality)

Council Member Downey made a motion to authorize the City Manager to execute a 380 Agreement with SP Ventures for the construction of Denton Highway property 6,000 sf minimum facility size with investment of \$3.5 million within 24 months of acquisition of the

Denton Highway location with. The agreement will be effective November 15, 2021. Includes sales tax revenue sharing in year 1 at 6.5 percent, years 2 and 3 at 65 percent, years 4 and 5 at 50 percent and year 6 at 6.5 percent, all to be capped at \$140,000 over the term of the agreement. The facility must be constructed to consist of 30 percent brick exterior with standards equal to or greater than the reference building and an option for a second location on Rufe Snow Drive at a minimum square footage of 4,000. Mayor Pro Tem Neal seconded the motion. Hearing no further discussion, Mayor Miner called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

4. Pursuant to Texas Government Code Sections 551.071 and 551.087, to seek legal advice regarding and to discuss economic incentives for FSG, LLC (Excel Construction)

Council Member Downey made a motion to authorize the City Manager to execute a 380 Agreement with FSG, LLC with the following terms 6 years, effective date October 1, 2021 and construction of a 4,800 sf metal building and 100 percent stucco façade, construction of sidewalks along the entire frontage, concept plan must be submitted and approved by the City Manager for inclusion in the agreement, the six year grant agreement will begin the year after a certificate of occupancy is issued fiscal year based off of October 1 to September 30, amounts equal to percentages of property tax revenue at 75 percent in year one and 50 percent for the following years, hiring of five positions with a salary range of \$35,000 to \$55,000 annually and the hiring of one position at an annual salary of \$80,000 and construction of a 1,500 sf storage facility. Council Member Hill seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

Mayor Miner returned to the Action Items.

2. Discuss and consider action to approve or reject the Crime Control and Prevention District Budget for the Fiscal Year 2021-2022

Ms. Gibson provided an overview of the item. Council Member Downey made a motion to adopt the Crime Control and Prevention District Budget for FY 2021-22. Council Member Shelbourne seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

3. **Discuss and consider action on the adoption of the Watauga Economic Development Budget for the Fiscal Year 2021-2022**

Ms. Gibson provided an overview of the item. Council Member Shelbourne made a motion to adopt the Watauga Economic Development Corporation Budget for FY 2021-22. Council Member Downey seconded the motion. The Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

4. **Discuss and consider action to approve a resolution amending the Business Retention Project to add funding for the installation and display of one electronic variable message sign in the City of Watauga and authorizing the Watauga Economic Development Corporation to increase the grant to the City to expand the project; providing for severability; and providing an effective date**

Ms. Deby Woodard provided an overview of the item. Mayor Pro Tem Neal made a motion to approve the item as presented. Council Member Hill seconded the motion. Hearing no further discussion, the Mayor called a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

5. **Discuss and consider action on ordinance of the City of Watauga, Texas, amending Chapter 2, Administration, and Chapter 12, Fee Schedule, of the Code of Ordinances of the City of Watauga, Texas; providing rules and regulations for the administration of the City; providing for fees associated therewith; providing for repeal; providing for severability; providing a penalty; and providing an effective date**

Ms. Kelley provided an overview of the item by stating Legal took comments from multiple meetings and incorporated the comments into the Ordinance before the Council.

Council Member Hill made a motion to accept the item as presented. Council Member Downey seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

6. **Discuss and consider action on an ordinance of the City of Watauga, Texas, amending Chapter 22, Licenses, Permits and Business Regulations, and Chapter 12, Fee Schedule, of the Code of Ordinances of the City of Watauga, Texas; providing rules and regulations for the business registration program; providing a fee associated therewith; providing for repeal; providing for severability; and providing an effective date**

Ms. Gardner provided an overview of the item. Council Member Downey made a motion to approve an ordinance adopting business regulations. Council Member Hill seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

7. **Discuss and consider action to approve Bid # 21-006 for Water, Sewer, Utility Parts as presented**

Ms. Deby Woodard provided an overview of the item. Mayor Pro Tem Neal made a motion to accept the item as presented. Council Member Shelbourne seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

Mayor Miner returned to Action Item 5 to announce a request to provide public testimony had been submitted but the individual was no longer present when the item was called.

8. **Discuss and consider action on appointments and re-appointment to the Board of Appeals**

Ms. Gardner reviewed some changes to agenda. Reminded the Council of the action taken earlier on Action Item 2 to make the expiration dates for all board appointments to be uniform and expire on the same month and day each year. Furthermore, the Council desired to have odd numbered places expire in odd years and the even numbered places expire in even years. For the Board of Appeals, Place 2 currently expires in an odd year and Place 5 currently expires in an even year. Ms. Gardner requested a motion to switch places 2 and 5 on the Board of Appeals so that Place 2 would expire in an even year and

Place 5 expire in an odd year.

Council Member Hill made a motion to reverse the places on the Board of Appeals as presented by the City Manager. Council Member Shelbourne seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

Next Ms. Gardner reviewed the Mayor's appointment recommendations as Place 1 reappoint David Villafuerte, Place 3 reappoint Glenn Knight and Place 5 reappoint Leah Chauvin to terms ending on August 31, 2023. Also, appoint Roy Stults to the unexpired term in Place 4 with a term expiration of August 31, 2022.

Council Member Shelbourne made a motion to approve as presented. Council Member Downey seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

9. **Discuss and consider action on appointments, re-appointments and removal of board members to the Charter Review Commission**

Ms. Gardner provided a review of the Mayor's recommendations as follows:

Remove Becky Hartless (Place 1) and Carolyn Patton (Place 3) and reappoint Kip Woodruff to Place 7 for term expiring on August 31, 2023.

Ms. Kelley informed the Council that the Charter Review term dates are controlled by the Charter, thus the expiration date for that Commission must remain as June 30.

Council Member Hill made a motion to remove Becky Hartless from Place 1, Carolyn Patton from Place 3 and reappoint Kip Woodruff to Place 7 for a term ending on June 30, 2023. Council Member Shelbourne seconded the motion.

Discussion between Council Members and the Mayor was recorded as a difference of opinion on Council Members being authorized to serve on City boards, committees or commissions and the City Council simultaneously. Ms. Kelley provided information to the Council on dual office holding prohibition and stated that prohibition would impact council members from serving on the Zoning Board of Adjustment, the Planning & Zoning Commission and the Board of Appeals. She further stated the WEDC Bylaws addresses

the number of council members authorized to serve on that Board.

Upon completion of discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal and Hill

Nays: Taylor

Absent: Snyder and King

Motion Carried 4-1-0-2.

10. Discuss and consider action on appointments and re-appointment to the Watauga Library Board

Ms. Gardner reviewed the Mayor's recommendations with the Council to include the following:

Reappoint Lindsey Neal to Place 1 and Kip Woodruff to Place 7 for terms expiring on August 31, 2023 and appoint Whitney Isbell to Place 5 for a term expiring on August 31, 2023.

Council Member Downey made a motion to accept the item as presented. Council Member Hill seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

11. Discuss and consider action on re-appointments to the Parks Advisory Board

Ms. Gardner provided a review of the Mayor's recommendations as follows:

Reappoint Jim McDonald to Place 1, Natasha Havrda to Place 3 and Lindy Riggall to Place 5 for terms ending on August 31, 2023.

Council Member Hill made a motion to approve as presented. Council Member Shelbourne seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

12. Discuss and consider action on appointments and re-appointment to the Planning and Zoning Commission

Ms. Gardner reviewed the Mayor's recommendations as follows:

Reappoint Cristy McCauley to Place 5 and Sharon Gehle to Place 7 for a term ending on August 31, 2023.

Mayor Pro Tem Neal made a motion to approve as presented. Council Member Downey seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

13. Discuss and consider action on re-appointment to WEDC Board

Ms. Gardner provided a review of the Mayor's recommendations as follows:

Reappoint Art Miner to Place 1, Jan Hill to Place 3, Mike Alexander to Place 5 and Lissa Sieja to Place 7, all with terms expiring on August 31, 2023.

Council Member Taylor stated he wasn't arguing that Council can serve but that the Interview Committee didn't interview any of the applicants. Council Member inquired if individuals seeking reappointment were required to be interviewed. Mayor Miner stated there is no requirement for those wanting to be reappointed. Council Member Downey stated she addressed with her earlier comments. Mayor Miner read language from Chapter 2 approved earlier in meeting related to the Interview Committee. Council Member Taylor recalled a process and stated the process isn't being followed.

Mayor Pro Tem Neal called Point of Order because the matter isn't about Interview Committee, it is about appointments. Mayor Miner ruled the Point of Order as denied.

Council Member Hill asked for confirmation that Mayor makes recommendations and Council either votes for or against. Council Member Shelbourne asked if Council could not approve the ones they wanted.

Council Member Downey made a motion to accept the item as presented. Council Member Shelbourne seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal and Hill

Nays: Taylor

Absent: Snyder and King

Motion Carried 4-0-1-2.

14. **Discuss and consider action on appointments and re-appointment to the Zoning Board of Adjustment**

Ms. Gardner provided a review of the Mayor's recommendations as follows:

Reappoint David Villafuerte to Place 1 and Charlie Mann to Place 5 for terms ending August 31, 2023 and appoint Roy Stilts to Place 3 for a term ending August 31, 2023.

Council Member Shelbourne made a motion to approve as presented. Council Member Downey seconded the motion. Hearing no further discussion, the Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

REPORTS

1. **87th Regular Session of the Texas Legislature Update**

Ms. Gardner provide the Legislative Report to the Council as required by the Legislative Policy.

No action required on this item.

ITEMS FOR FUTURE AGENDAS

None

Mayor Miner recessed the regular meeting to convene in Executive Session pursuant to Texas Local Government Sections 551.074, 551.071, 551.087 and 551.072 at 10:27 p.m.

EXECUTIVE SESSION The City Council will recess its open meeting and reconvene in executive session to discuss the following items pursuant to the below referenced section(s) of the Texas Government Code:

1. **Pursuant to Texas Government Code Section 551.074, to deliberate the appointment, employment or duties of an interim City Secretary**
3. **Pursuant to Texas Government Code Sections 551.071 and 551.087, to seek legal**

advice regarding and to discuss economic incentives for Smiley Transportation

5. **Pursuant to Texas Government Code Section 551.071, to seek legal advice regarding permitting by Lifestyle Christianity Church for an irrigation well**
6. **Pursuant to Texas Government Code Section 551.072, to deliberate the purchase, exchange, lease or value of real property - Lifestyle Christianity Church property**

RECONVENE The City Council will return to open session in the City Council Chamber for possible discussion and action as a result of the Executive Session.

Mayor Miner reconvened the regular meeting at 11:39 p.m.

ITEMS OF EXECUTIVE SESSION DELIBERATION

1. **Pursuant to Texas Government Code Section 551.074, to deliberate the appointment, employment or duties of an interim City Secretary**

Council Member Hill made a motion to appoint Raquel Guajardo as the Interim City Secretary for the City of Watauga. Council Member Downey seconded the motion. Council Member Jan Hill requested to amend the motion to make the appointment effective September 11, 2021. Council Member Downey seconded the amendment. Mayor called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill

Nays: None

Absent: Snyder and King

Motion Carried 5-0-0-2.

3. **Discuss and consider action on a Chapter 380 Economic Development Agreement between the City of Watauga and Smiley Transportation**

Council Member Hill made a motion to authorize the City Manager to execute a 380 Agreement with Smiley Transportation and Wetzel Consulting for a share of the increase in property tax revenues at 50 percent per year with a maximum total payment of \$35,000 that includes \$14,500 as an economic incentive payment for an initial investment within 90 days and establish a baseline annual payroll as June 1, 2020 – May 31, 2021 and required to increase baseline payroll amount by 25 percent in a year of the agreement and maintain that 25 percent for three consecutive years. Council Member Downey seconded the motion.

Council Member Shelbourne questioned if the motion included a term for the agreement. It was stated the agreement was for seven years. The Mayor restated the motion and called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill
Nays: None
Absent: Snyder and King

Motion Carried 5-0-0-2.

5. Pursuant to Texas Government Code Section 551.071, to seek legal advice regarding permitting by Lifestyle Christianity Church for an irrigation well

Mayor Pro Tem Neal made a motion to direct the City Manager to have the Chief Building Official rescind the denial of the water well permit. Council Member Hill seconded the motion. Mayor Miner called for a vote.

Ayes: Shelbourne, Downey, Neal, Taylor and Hill
Nays: None
Absent: Snyder and King

Motion Carried 5-0-0-2.

6. Pursuant to Texas Government Code Section 551.072, to deliberate the purchase, exchange, lease or value of real property - Lifestyle Christianity Church property

Mayor Miner stated there was no action to be taken on this item.

ADJOURNMENT

There being no further business before the Watauga City Council, Mayor Miner adjourned the meeting at 11:47 p.m.



AGENDA MEMORANDUM

DATE: August 25, 2021

TO: Honorable City Council Members

FROM: Sandra Gibson, Director of Finance

THROUGH: Andrea Gardner, City Manager

SUBJECT: Consider action to adopt an Ordinance by the City Council of the City of Watauga, Texas adopting the Capital Outlay Plan for fiscal years 2022-2026; providing for repeal; providing a savings clause; and providing an effective date

BACKGROUND/INFORMATION:

The 5-year Capital Outlay Plan (COP) outlines the capital costs associated with providing City services to include vehicles, equipment, and technology and identifies funding sources for replacement of these items. The COP summarizes capital outlay items by Category/Type, Funding Source, and provides for detail listings by fund and department. This plan will be reviewed and updated annually through a committee process that includes all City departments.

The 5-year COP identifies funding needs and a replacement schedule for capital equipment, vehicles and technology totaling \$7,302,994. Fiscal Year 2021-2022 capital asset replacements are proposed at \$1,247,109 and are funded through the 2021 Certificates of Obligation proceeds, the Equipment Replacement Fund, and General Fund, Storm Drain, Water and Sewer and PEG revenue funding. These items have been included in the City Manager's Proposed 2021-2022 Fiscal Year Budget. The Capital Outlay Plan is attached as "Exhibit A".

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

It is respectfully requested that City Council consider action to approve the attached ordinance to adopt the Capital Outlay Plan for Fiscal Years 2022-2026.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Ordinance FY2022-26 Capital Outlay Plan
2. ATTACHMENT A CAPITAL OUTLAY PLAN 2022-2026



AGENDA MEMORANDUM

REVIEWED BY:

Sandra Gibson, Director of Finance

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/30/2021

Approved - 9/3/2021

Final Approval - 9/3/2021

**CITY OF WATAUGA, TEXAS
ORDINANCE NO. 2021-039**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY
OF WATAUGA, TEXAS ADOPTING THE CAPITAL
OUTLAY PLAN FOR FISCAL YEARS 2022-2026;
PROVIDING FOR REPEAL; PROVIDING FOR
SEVERABILITY; AND PROVIDING AN EFFECTIVE
DATE.**

WHEREAS, the City Council finds the City of Watauga makes major investments, from time to time, in costly capital assets that improve the quality of service provided by the City; and

WHEREAS, the City Council finds each asset requires a long-term investment that should only take place after due consideration of the City's needs, service required to be provided by the City, and the City's ability to finance the asset; and

WHEREAS, the City Council finds the City has a number of funding resources at its disposal, including tax revenue, utility revenues, and financial aid from county, state, and federal agencies that can be used to replace and purchase capital assets; and

WHEREAS, the City Council finds the City desires to maintain a continuous process of planning for the replacement and purchase of capital assets; and

WHEREAS, the City Council finds that it, as the governing body, discussed the 2022-2026 Capital Outlay Plan and the capital items included in Fiscal Year 2021-2022 during a Workshop Meeting held on August 23, 2021; and

WHEREAS, the City Council finds the Fiscal Year 2021-2022 Budget has been submitted to the City Council by the City Manager in accordance with the City Charter including funded items identified in the Capital Outlay Plan.

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

I.

The City Council of the City of Watauga hereby adopts the Capital Outlay Plan (COP) for FY2022-2026, a copy of which is attached hereto as Exhibit A.

II.

Funded assets approved during the Fiscal Year 2021-2022 will be consistent with the approved COP. Any expenses substantively deviating from those authorized in the COP will require an amendment of the COP approved by the City Council.

III.

All ordinances appropriating funds for assets included in the approved or amended COP will include information citing the COP asset along with appropriate financial accounting information.

IV.

This Ordinance shall be and is hereby cumulative of all other Ordinances of the City of Watauga, Texas, and this Ordinance shall not operate to repeal or affect any such other Ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event, such conflicting provisions, if any, in such other Ordinance or Ordinances are hereby repealed.

V.

If any section, sub-section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

VI.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the 13th day of September 2021.

APPROVED:

ARTHUR L. MINER, Mayor

ATTEST:

ANDREA GARDNER, City Secretary

APPROVED AS TO FORM AND LEGALITY:

RUSSELL RODRIGUEZ HYDE BULLOCK, LLP
CAROLINE KELLEY, City Attorney



CAPITAL OUTLAY PLAN

FY 2022 – FY 2026





City of Watauga

FY2022 - FY2026

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ATTACHMENT A



City of Watauga

Capital Outlay Plan Summaries

Summary by Category/Type

Summary by Funding Source

ATTACHMENT A

CITY OF WATAUGA CAPITAL OUTLAY SUMMARY - CATEGORY/TYPE FY 2022-2026

CATEGORY/TYPE	2021-22		2022-23		2023-24		2024-25		2025-26		Total	
	#	COST	#	COST	#	COST	#	COST	#	COST	#	COST
VEHICLES												
AMBULANCE									1	375,000	1	375,000
ATV	1	20,000									1	20,000
EMERGENCY CAR	1	60,000	1	60,000			6	355,000	6	360,000	14	835,000
FIRE TRUCK												
LIGHT DUTY TRUCK	4	195,000	4	213,000	4	190,000	10	485,000	4	224,000	26	1,307,000
HEAVY DUTY TRUCK			3	931,000			3	420,000	1	140,000	7	1,491,000
MEDIUM DUTY TRUCK	1	80,000									1	80,000
MOTORCYCLE	1	30,000	1	30,000							2	60,000
PASSENGER CAR			2	80,000			1	40,000	2	80,000	5	200,000
MACHINERY/MOTORIZED EQUIPMENT												
HEAVY EQUIPMENT	1	80,000	1	160,000			1	160,000			3	400,000
LIGHT EQUIPMENT					5	97,500	1	40,000	1	70,000	7	207,500
SMALL ENGINE EQUIPMENT			1	62,000			2	78,000			3	140,000
BOAT												
TRAILER	1	10,000	1	10,000	1	15,000	1	6,000	1	18,000	5	59,000
COMMUNICATIONS EQUIPMENT												
RADIO									1	805,000	1	805,000
COMPUTERS/ELECTRONIC EQUIPMENT												
SERVERS	5	25,100									5	25,100
HARDWARE	17	348,000	1	66,300							18	414,300
COMPUTERS			1	3,858							1	3,858
SOFTWARE												
OTHER EQUIPMENT												
FITNESS EQUIPMENT			1	1,200			7	21,800	11	38,700	19	61,700
OFFICE EQUIPMENT												
FURNITURE	2	4,200	1	24,000							3	28,200
PUBLIC SAFETY EQUIP	4	210,000			1	75,000					5	285,000
FACILITIES												
HVAC	13	146,359	15	121,496	12	53,255	1	24,526			41	345,636
FIRE ALARMS	1	46,750	1	43,750	1	31,750			1	45,750	4	168,000
GENERATOR												
TOTALS	52	\$ 1,255,409	34	1,806,604	24	\$ 462,505	33	\$ 1,630,326	29	\$ 2,156,450	172	\$ 7,311,294

FUND TOTALS	2021-22		2022-23		2023-24		2024-25		2025-26		Total	
	#	COST	#	COST	#	COST	#	COST	#	COST	#	COST
GENERAL FUND	48	1,089,409	26	579,604	22	430,005	18	705,326	26	1,904,450	140	4,708,794
WATER AND SEWER FUND	2	90,000	2	660,000			8	520,000	2	112,000	14	1,382,000
STORM DRAIN	1	50,000	3	427,000	2	32,500	1	65,000	1	140,000	8	714,500
TRAFFIC SAFETY												
CCD			3	140,000			6	340,000			9	480,000
PEG	1	26,000									1	26,000
TOTALS	52	\$ 1,255,409	34	\$ 1,806,604	24	\$ 462,505	33	\$ 1,630,326	29	\$ 2,156,450	172	\$ 7,311,294

FUNDING SOURCE	2021-22		2022-23		2023-24		2024-25		2025-26		Total	
	#	COST	#	COST	#	COST	#	COST	#	COST	#	COST
CERTIFICATES OF OBLIGATION	45	999,909 *	26	1,234,546	20	415,005	25	1,543,526	16	1,917,750	132	4,567,210
TAX NOTES												
EQUIPMENT REPLACEMENT FUND	4	131,200	6	508,858	2	32,500	8	86,800	13	238,700	33	998,058
PEG	1	26,000									1	
OTHER GENERAL FUNDING	2	90,000	2	\$ 63,200.00	2	15,000					6	153,200
TOTALS	52	\$ 1,247,109	34	\$ 1,806,604	24	\$ 462,505	33	\$ 1,630,326	29	\$ 2,156,450	172	\$ 7,302,994

* Note: Valued Trade-In - \$8,300

ATTACHMENT A

CITY OF WATAUGA CAPITAL OUTLAY SUMMARY - Funding Source FY2022 - FY2026

General Fund

	2021-22		2022-23		2023-24		2024-25		2025-26		Total	
Funding Source	#	COST	#	COST	#	COST	#	COST	#	COST	#	COST
Certificates of Obligation	45	999,909	24	574,546	20	415,005	11	683,526	14	1,805,750	114	4,478,736
Tax Note												
ERF	3	81,200	1	3,858			7	21,800	12	\$ 98,700.00	23	205,558
PEG	1	26,000									1	26,000
Other			1	1,200	2	15,000					3	16,200
TOTALS	49	\$ 1,107,109	26	\$ 579,604	22	\$ 430,005	18	\$ 705,326	26	\$ 1,904,450	141.0	\$ 4,726,494

Water & Sewer

	2021-22		2022-23		2023-24		2024-25		2025-26		Total	
Funding Source	#	COST	#	COST	#	COST	#	COST	#	COST	#	COST
Certificates of Obligation			2	660,000			8	520,000	2	112,000	12	772,000
Tax Note												
ERF												
Other	2	90,000									2	90,000
TOTALS	2	\$ 90,000	2	\$ 660,000		\$ -	8	\$ 520,000	2	\$ 112,000	14.0	\$ 1,382,000

Storm Drain

	2021-22		2022-23		2023-24		2024-25		2025-26		Total	
Funding Source	#	COST	#	COST	#	COST	#	COST	#	COST	#	COST
Certificates of Obligation												
Tax Note												
ERF	1	50,000	2	365,000	2	32,500	1	65,000	1	140,000	7	652,500
Other			1	62,000								
TOTALS	1	\$ 50,000	3	\$ 427,000	2	\$ 32,500	1	\$ 65,000	1	\$ 140,000	8	\$ 714,500

Traffic Safety

	2021-22		2022-23		2023-24		2024-25		2025-26		Total	
Funding Source	#	COST	#	COST	#	COST	#	COST	#	COST	#	COST
Certificates of Obligation												
Tax Note												
ERF												
Other												
TOTALS		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -

CCD

	2021-22		2022-23		2023-24		2024-25		2025-26		Total	
Funding Source	#	COST	#	COST	#	COST	#	COST	#	COST	#	COST
Certificates of Obligation							6	340,000				
Tax Note												
ERF			3	140,000							3	140,000
Other												
TOTALS		\$ -	3	\$ 140,000		\$ -	6	\$ 340,000		\$ -	9	\$ 480,000

TOTALS	52	\$ 1,247,109	34	\$ 1,806,604	24	\$ 462,505	33	\$ 1,630,326	29	\$ 2,156,450	172	\$ 7,302,994
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* Note: Valued Trade-In - \$8,300

ATTACHMENT A

CLASS CODE CHART

CLASS CODE	RELACEMENT THRESHOLD YEAR/MILES OR HOURS	DESCRIPTIONS
EMERGENCY CAR	5 YEAR/100K MILES	MARKED EMERGENCY RESPONDERS
CAR	8 YEAR/120K MILES	CARS NON-EMERGENCY
LT TRK	8 YEAR/120K MILES	LIGHT DUTY PICK-UPS
MED TRK	8 YEAR/150K MILES	MEDIUM DUTY PICK-UPS (DIESEL)
HD TRK	10 YEAR/150K MILES	HEAVY DUTY TRUCKS (DUMP TRUCKS, VACTOR TRUCK)
LT EQUIP	12 YEAR/6K HOURS	LIGHT EQUIPMENT (SMALL TRACTORS, CONCRETE SAWS, CRACK SEALERS, ROLLERS, LIFTS, SANDERS, SKID STEERS)
HD EQUIP	10 YEAR/7K HOURS	HEAVY DUTY EQUIPMENT (LARGE TRACTORS, BACK HOE, LOADERS, MOTOR GRADER, DOZERS, SWEEPER)
MOWERS	6 YEAR/3K HOURS	ZERO TRUNS
ATV	12 YEARS/6K HOURS	GATOR, MULES, HUMVEE
MEDIC	8 YEAR/80K MILES	AMBULANCES
FIRE TRK	10 YEAR FRONT LINE/10 YEAR RESERVE	FIRE TRUCKS (ENGINE, PUMPER, QUINT, RESCUE)
GEN/COM	12 YEAR/6K HOURS	GENERATORS, COMPRESSORS
TRAILERS	8 YEAR MIN	ALL TRAILERS
BOAT	12 YEAR/6K HOURS	BOAT AND MOTORS
PUBLIC SAFETY EQUIP	5 YEAR	BALLISTIC VESTS
PUBLIC SAFETY EQUIP	10 YEAR	DRONE, WEAPONS SYSTEM, NARCOTICS TESTING
FURNITURE	7-10 YEAR	OFFICE, PUBLIC
HVAC	15 YEAR	HEATING, VENTILATION, AIR CONDITIONING
FIRE ALARMS	15-18 YEAR	FACILITIES FIRE ALARMS

ATTACHMENT A



City of Watauga

Capital Outlay Plan

Detailed List by Year

Sorted by Fund and Department

Water and Sewer Fund

ATTACHMENT A

CAPITAL OUTLAY SUMMARY - WATER/SEWER

VEHICLE	ODO	MAKE	MODEL	TYPE	FUND	LIFE EXPECTANCY	REPLACEMENT YEAR	FUNDING SOURCE	ESTIMATED REPLACEMENT COST
422	85	PIPEHUNTER	38T44-STK 3101 SEWER TRAILER	EQUIPMENT - HEAVY	WATER/SEWER	10 YEAR/7K HOURS	2021-22	WATER/SEWER FUND	\$ 80,000
632	0	PARKER	TRAILER	TRAILERS	WATER/SEWER	8 YEAR MIN	2021-22	WATER/SEWER FUND	\$ 10,000
420	43131	CAT	430E BACKHOE LOADER	EQUIPMENT - HEAVY	WATER/SEWER	10 YEAR/7K HOURS	2022-23	DEBT ISSUANCE 2022	\$ 160,000
444	19214	GAP-VAC	JET VAC TRUCK	HEAVY DUTY TRUCK	WATER/SEWER	10 YEAR/150K MILES	2022-23	DEBT ISSUANCE 2022	\$ 500,000
810	36579	FORD	F150	LIGHT DUTY TRUCK	WATER/SEWER	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 40,000
811	58404	FORD	F150	LIGHT DUTY TRUCK	WATER/SEWER	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 40,000
810	36579	FORD	F150	LIGHT DUTY TRUCK	WATER/SEWER	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 40,000
811	58404	FORD	F150	LIGHT DUTY TRUCK	WATER/SEWER	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 40,000
810	36579	FORD	F150	LIGHT DUTY TRUCK	WATER/SEWER	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 40,000
811	58404	FORD	F150	LIGHT DUTY TRUCK	WATER/SEWER	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 40,000
407	29486	INTERNATIONAL	7400 SBA 6X4 DUMP TRUCK	HEAVY DUTY TRUCK	WATER/SEWER	10 YEAR/150K MILES	2024-25	DEBT ISSUANCE 2025	\$ 140,000
419	43084	INTERNATIONAL	TANDEM DUMP TRUCK	HEAVY DUTY TRUCK	WATER/SEWER	10 YEAR/150K MILES	2024-25	DEBT ISSUANCE 2025	\$ 140,000
400	11697	FORD	F150 4X4	LIGHT DUTY TRUCK	WATER/SEWER	8 YEAR/120K MILES	2025-26	DEBT ISSUANCE 2025	\$ 56,000
405	16886	FORD	F150 4X4	LIGHT DUTY TRUCK	WATER/SEWER	8 YEAR/120K MILES	2025-26	DEBT ISSUANCE 2025	\$ 56,000

* Water/Sewer Going Green - Emission Reduction with Incorporating Hybrid Light Duty Trucks.

ATTACHMENT A



City of Watauga

Capital Outlay Plan

Detailed List by Year

Sorted by Fund and Department

General Fund

ATTACHMENT A

CAPITAL OUTLAY SUMMARY - GENERAL FUND

VEHICLE	ODO	MAKE	MODEL	TYPE	DEPARTMENT	FUND	LIFE EXPECTANCY	REPLACEMENT YEAR	FUNDING SOURCE	ESTIMATED REPLACEMENT COST
157	76215	CHEVY	TAHOE	EMERGENCY CAR	POLICE	GENERAL FUND	5 YEAR/100K MILES	2021-22	DEBT ISSUANCE 2021	\$ 60,000
701	54715	FORD	F150 4X4	LIGHT DUTY TRUCK	FLEET	GENERAL FUND	12 YEAR/6K HOURS	2021-22	DEBT ISSUANCE 2021	\$ 55,000
709	24621	FORD	F450	MEDIUM DUTY TRUCK	FLEET	GENERAL FUND	8 YEAR/150K MILES	2021-22	DEBT ISSUANCE 2021	\$ 80,000
620	27867	FORD	F250	LIGHT DUTY TRUCK	PARKS	GENERAL FUND	8 YEAR/120K MILES	2021-22	DEBT ISSUANCE 2021	\$ 50,000
205	65336	FORD	F150	LIGHT DUTY TRUCK	POLICE - CODE	GENERAL FUND	8 YEAR/120K MILES	2021-22	DEBT ISSUANCE 2021	\$ 40,000
		DEMCO CHAIRS		FURNITURE	LIBRARY	GENERAL FUND	7-10 YEAR	2021-22	EQUIPMENT REPLACEMENT FUND	\$ 1,700
		STAFF CHAIRS	HON	FURNITURE	LIBRARY	GENERAL FUND	7-10 YEAR	2021-22	EQUIPMENT REPLACEMENT FUND	\$ 2,500
628	1815	JOHN DEERE	GATOR TS ATV	ATV	PARKS	GENERAL FUND	12 YEAR/6K HOURS	2021-22	DEBT ISSUANCE 2021	\$ 20,000
68	17975	HARLEY DAVIDSON	FLHP	MOTORCYCLE	POLICE	GENERAL FUND	5 YEAR/100K MILES	2021-22	DEBT ISSUANCE 2021	\$ 30,000
			BALLISTIC VESTS	SAFETY	POLICE	GENERAL FUND	5 YEAR	2021-22	DEBT ISSUANCE 2021	\$ 80,000
			TRU NARC	EQUIPMENT	POLICE	GENERAL FUND	10 YEAR	2021-22	DEBT ISSUANCE 2021	\$ 30,000
			WEAPONS SYSTEM	EQUIPMENT	POLICE	GENERAL FUND	10 YEAR	2021-22	DEBT ISSUANCE 2021	\$ 75,000
			DRONE	EQUIPMENT	POLICE	GENERAL FUND	10 YEAR	2021-22	DEBT ISSUANCE 2021	\$ 25,000
		BRYANT	CK5BXA030000AAA	2.5 TON SPLIT	FLEET SHOP	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 5,961
		BRYANT	561CJ030-D	2.5 TON SPLIT	FLEET SHOP	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	**
		BRYANT	CK5BXA24000AAAA	1.5 TON SPLIT	FLEET SHOP	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 5,786
		BRYANT	561CJX024-D	1.5 TON SPLIT	FLEET SHOP	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	**
		BRYANT	524AEB072000AAGC	AIR HANDLER	WATER TOWER	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 7,068
		BRYANT	569CPX072000AAAA	6 TON SPLIT	WATER TOWER	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 7,410
		BRYANT	524AEB072000AAGC	AIR HANDLER	WATER TOWER	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 7,068
		BRYANT	569CPX072000AAAA	6 TON SPLIT	WATER TOWER	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 7,310
		BRYANT	524AEB072000AAGC	AIR HANDLER	WATER TOWER	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 7,068
		BRYANT	569CPX072000AAAA	6 TON SPLIT	WATER TOWER	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 7,310
		BRYANT	524AEB072000AAGC	AIR HANDLER	WATER TOWER	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 7,068
		BRYANT	569CPX072000AAAA	6 TON SPLIT	WATER TOWER	GENERAL FUND	15 YRS	2021-22	DEBT ISSUANCE 2021	\$ 7,310
		CARRIER/AAON	48HJE004-351CA	3 TON	ANIMAL CONTROL	GENERAL FUND	15 YRS	2021-22	EQUIPMENT REPLACEMENT FUND	\$ 77,000
		CHEETAH	FIKE 10-068	FIRE ALARM	POLICE DEPT	GENERAL FUND	15-18 YEAR	2021-22	DEBT ISSUANCE 2021	\$ 46,750
		SEATING		FURNITURE	LIBRARY	GENERAL FUND	7-10 YEAR	2022-23	DEBT ISSUANCE 2021	\$ 24,000
		LENOVO	LAPTOP	COMPUTER	LIBRARY	GENERAL FUND	5 YEAR	2022-23	EQUIPMENT REPLACEMENT FUND	\$ 3,858
633	0	TEXAS TRAILER	TRAILER	TRAILERS	PARKS	GENERAL FUND	8 YEAR MIN	2022-23	DEBT ISSUANCE 2022	\$ 10,000
600	36454	FORD	F350	LIGHT DUTY TRUCK	PARKS	GENERAL FUND	8 YEAR/120K MILES	2022-23	DEBT ISSUANCE 2022	\$ 60,000
626	35728	FORD	F150	LIGHT DUTY TRUCK	PARKS	GENERAL FUND	8 YEAR/120K MILES	2022-23	DEBT ISSUANCE 2022	\$ 38,000
69	6,941	HARLEY DAVIDSON	FLHP	MOTORCYCLE	POLICE	GENERAL FUND	5 YEAR	2022-23	DEBT ISSUANCE 2022	\$ 30,000
200	60690	FORD	F150 4X4	LIGHT DUTY TRUCK	PUBLIC WORKS	GENERAL FUND	8 YEAR/120K MILES	2022-23	DEBT ISSUANCE 2022	\$ 60,000
77	N/A	MATRIX	CABLE CROSS	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	15 YEAR	2022-23	GENERAL FUND OPERATING	\$ 1,200
		FORD	F550 BUCKET TRUCK	HEAVY DUTY TRUCK	STREETS	GENERAL FUND	8 YEAR/120K MILES	2022-23	DEBT ISSUANCE 2021	\$ 121,000
		CARRIER	48TMD009-501	8.5 TON	LIBRARY	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 10,962
		CARRIER	48TFE004-A-511	3 TON	LIBRARY	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 6,761
		LENNOX	TGA120H2BM1Y	10 TON	LIBRARY	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 11,595
		CARRIER	48TMD012-A-501	10 TON	LIBRARY	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 10,527
		CARRIER	48TFD006-A-511	5 TON	LIBRARY	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 7,642
		LENNOX	TGA120H2BM1Y	10 TON	LIBRARY	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 11,595
		CARRIER	48HJF004-541HY	3 TON	POLICE	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 6,761
		CARRIER	48HJE006-541HV	5 TON	POLICE	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 7,642
		CARRIER	48HJE006G-541HV	5 TON	POLICE	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 7,642
		CARRIER	48HJF004-541HY	3 TON	POLICE	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 6,761
		CARRIER	48HJF004-541HY	3 TON	POLICE	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 6,761
		CARRIER	48HJD005-551	4 TON	POLICE	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 7,268
		CARRIER	48SD-030060311	5 TON	POLICE	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 6,024
		CARRIER	48HJE005---551	4 TON	POLICE	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 7,268
		CARRIER	48HEE003-301HY	2 TON	POLICE	GENERAL FUND	15 YRS	2022-23	DEBT ISSUANCE 2022	\$ 6,287
		SILENT KNIGHT	5700	FIRE ALARM	CITY HALL	GENERAL FUND	15-18 YEAR	2022-23	DEBT ISSUANCE 2022	\$ 43,750

CONTINUED

ATTACHMENT A

CAPITAL OUTLAY SUMMARY - GENERAL FUND CONTINUED

VEHICLE	ODO	MAKE	MODEL	TYPE	DEPARTMENT	FUND	LIFE EXPECTANCY	REPLACEMENT YEAR	FUNDING SOURCE	ESTIMATED REPLACEMENT COST
8	77648	FORD	F150 4X4	LIGHT DUTY TRUCK	FIRE & EMS	GENERAL FUND	8 YEAR/120K MILES	2023-24	DEBT ISSUANCE 2021	\$ 55,000
			BUNKER GEAR	SAFETY	FIRE	GENERAL FUND	5 YEAR	2023-24	DEBT ISSUANCE 2023	\$ 75,000
777	35402	FORD	F250	LIGHT DUTY TRUCK	FLEET	GENERAL FUND	8 YEAR/120K MILES	2023-24	DEBT ISSUANCE 2023	\$ 55,000
637	0	BIG TEX	TRAILER	TRAILERS	PARKS	GENERAL FUND	8 YEAR MIN	2023-24	DEBT ISSUANCE 2023	\$ 15,000
634	500	KUBOTA	KX41-3VR1 EXCAVATOR	EQUIPMENT-LIGHT	PARKS	GENERAL FUND	12 YEAR/6K HOURS	2023-24	DEBT ISSUANCE 2023	\$ 50,000
202	51439	FORD	F150	LIGHT DUTY TRUCK	POLICE - CODE	GENERAL FUND	8 YEAR/120K MILES	2023-24	DEBT ISSUANCE 2021	\$ 40,000
204	53113	FORD	F150	LIGHT DUTY TRUCK	POLICE - CODE	GENERAL FUND	8 YEAR/120K MILES	2023-24	DEBT ISSUANCE 2021	\$ 40,000
337	0	LINELAZER	IV3900 PAINT STRIPER	EQUIPMENT-LIGHT	STREETS	GENERAL FUND	12 YEAR/6K HOURS	2023-24	GENERAL FUND OPERATING	\$ 7,500
324-A	0	HENDERSON	FSP2 SANDER	EQUIPMENT-LIGHT	STREETS	GENERAL FUND	12 YEAR/6K HOURS	2023-24	GENERAL FUND OPERATING	\$ 7,500
		LENNOX	CB17-135V-2	10 TON AIR HANDLER	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 3,958
		LENNOX	CB17-135V-2	10 TON AIR HANDLER	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 3,958
		LENNOX	HS29-120-2Y	10 TON	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 5,136
		LENNOX	CBH17-135V-2	10 TON AIR HANDLER	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 4,041
		LENNOX	HS29-120-2Y	10 TON	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 5,136
		LENNOX	CB17-95V-2	7 TON AIR HANDLER	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 3,556
		LENNOX	CBH17-95V-2	7 TON AIR HANDLER	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 3,556
		LENNOX	CBH17-185-1	20 TON AIR HANDLER	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 5,473
		LENNOX	HS29-180-2Y	20 TON	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 7,150
		LENNOX	CB17-95V-2	7 TON AIR HANDLER	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 3,556
		LENNOX	CB17-95V-2	7 TON AIR HANDLER	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 3,556
		LENNOX	HS29-290-2Y	7 TON	REC CENTER	GENERAL FUND	15 YRS	2023-24	DEBT ISSUANCE 2023	\$ 4,179
		FIRE LITE	MSSUD	FIRE ALARM	ANIMAL CONTROL	GENERAL FUND	15-18 YEAR	2023-24	DEBT ISSUANCE 2023	\$ 31,750
11	21562	FORD	EXPEDITION XL	LIGHT DUTY TRUCK	FIRE	GENERAL FUND	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2022	\$ 75,000
1300	57556	FORD	CROWN VIC	EMERGENCY CAR	MARSHAL	GENERAL FUND	5 YEAR/100K MILES	2024-25	DEBT ISSUANCE 2024	\$ 55,000
629	1135	JOHN DEERE	3320H TRACTOR	EQUIPMENT-LIGHT	PARKS	GENERAL FUND	12 YEAR/6K HOURS	2024-25	DEBT ISSUANCE 2024	\$ 40,000
618	0	SCAGG	STT61V27CH MOWER	MOWERS	PARKS	GENERAL FUND	6 YEAR/3K HOURS	2024-25	DEBT ISSUANCE 2024	\$ 13,000
TL2	0	STAR AMERICA	TRAILER	TRAILERS	POLICE	GENERAL FUND	8 YEAR MIN	2024-25	DEBT ISSUANCE 2024	\$ 6,000
201	25966	FORD	F150 4X4	LIGHT DUTY TRUCK	PUBLIC WORKS	GENERAL FUND	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 55,000
207	22549	FORD	F150 4X4	LIGHT DUTY TRUCK	PUBLIC WORKS	GENERAL FUND	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 55,000
106	N/A	LIFE FITNESS	HIP ADDUCT/ABDUCT	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2024-25	EQUIPMENT REPLACEMENT FUND	\$ 2,000
1	N/A	LIFE FITNESS	RECU MBENT BIKE	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	8 YEAR	2024-25	EQUIPMENT REPLACEMENT FUND	\$ 2,300
2	N/A	LIFE FITNESS	RECU MBENT BIKE	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	8 YEAR	2024-25	EQUIPMENT REPLACEMENT FUND	\$ 2,300
3	N/A	LIFE FITNESS	RECU MBENT BIKE	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	8 YEAR	2024-25	EQUIPMENT REPLACEMENT FUND	\$ 2,300
6	N/A	LIFE FITNESS	POWERMILL	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	8 YEAR	2024-25	EQUIPMENT REPLACEMENT FUND	\$ 6,300
9	N/A	LIFE FITNESS	ELLIPTICAL	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	8 YEAR	2024-25	EQUIPMENT REPLACEMENT FUND	\$ 3,300
10	N/A	LIFE FITNESS	ELLIPTICAL	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	8 YEAR	2024-25	EQUIPMENT REPLACEMENT FUND	\$ 3,300
302	51637	FORD	TRUCK	LIGHT DUTY TRUCK	STREETS	GENERAL FUND	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 60,000
304	2399	CAT	430F BACKHOE	EQUIPMENT - HEAVY	STREETS	GENERAL FUND	10 YEAR/7K HOURS	2024-25	DEBT ISSUANCE 2024	\$ 160,000
305	50217	INTERNATIONAL	7400 SBA DUMP TRUCK	HEAVY DUTY TRUCK	STREETS	GENERAL FUND	10 YEAR/150K MILES	2024-25	DEBT ISSUANCE 2023	\$ 140,000
		AAON	RN-020-8-0-EB0A-12A	20 TON	FIRE DEPT	GENERAL FUND	15 YRS	2024-25	DEBT ISSUANCE 2024	\$ 24,526
210	8679	FORD	F150 4X4	LIGHT DUTY TRUCK	BUILDING OFFICIAL	GENERAL FUND	8 YEAR/120K MILES	2025-26	DEBT ISSUANCE 2025	\$ 56,000
		MOTOROLA	RADIOS	RADIOS	FIRE	GENERAL FUND	15 YEAR	2025-26	DEBT ISSUANCE 2025	\$ 805,000
12	35131	RAM	MEDIC	MEDIC	FIRE	GENERAL FUND	8 YEAR/80K MILES	2025-26	DEBT ISSUANCE 2025	\$ 375,000
610	774	BOBCAT	T180 TRACKLOADER	EQUIPMENT-LIGHT	PARKS	GENERAL FUND	12 YEAR/6K HOURS	2025-26	DEBT ISSUANCE 2025	\$ 70,000
102	0	STALKER	SPEED SENSOR & trailer	TRAILERS	POLICE	GENERAL FUND	12 YEAR/6K HOURS	2025-26	DEBT ISSUANCE 2025	\$ 18,000
163	94427	FORD	ESCAPE S	PASSENGER CAR	POLICE	GENERAL FUND	8 YEAR/120K MILES	2025-26	DEBT ISSUANCE 2025	\$ 40,000
164	31924	FORD	ESCAPE S	PASSENGER CAR	POLICE	GENERAL FUND	8 YEAR/120K MILES	2025-26	DEBT ISSUANCE 2025	\$ 40,000
172	17623	CHEVY	TAHOE	EMERGENCY CAR	POLICE	GENERAL FUND	5 YEAR/100K MILES	2025-26	DEBT ISSUANCE 2025	\$ 60,000
173	22529	CHEVY	TAHOE	EMERGENCY CAR	POLICE	GENERAL FUND	5 YEAR/100K MILES	2025-26	DEBT ISSUANCE 2025	\$ 60,000
174	10806	CHEVY	TAHOE	EMERGENCY CAR	POLICE	GENERAL FUND	5 YEAR/100K MILES	2025-26	DEBT ISSUANCE 2025	\$ 60,000
175	19485	CHEVY	TAHOE	EMERGENCY CAR	POLICE	GENERAL FUND	5 YEAR/100K MILES	2025-26	DEBT ISSUANCE 2025	\$ 60,000
176	24365	CHEVY	TAHOE	EMERGENCY CAR	POLICE	GENERAL FUND	5 YEAR/100K MILES	2025-26	DEBT ISSUANCE 2025	\$ 60,000
162	48150	CHEVY	TAHOE	EMERGENCY CAR	POLICE SRO	GENERAL FUND	8 YEAR/120K MILES	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 60,000
101	N/A	LIFE FITNESS	LEG EXTENSION	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 3,600
102	N/A	LIFE FITNESS	SEATED LEG PRESS	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 4,600
103	N/A	LIFE FITNESS	LEG CURL	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 3,500
104	N/A	LIFE FITNESS	TORSO ROTATION	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 3,500
105	N/A	LIFE FITNESS	CHEST PRESS	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 3,500
108	N/A	LIFE FITNESS	TRICEPS PRESS	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 3,000
109	N/A	LIFE FITNESS	SHOULDER PRESS	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 3,000
110	N/A	LIFE FITNESS	ABDOMINAL	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 3,000
111	N/A	LIFE FITNESS	PULLDOWN	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 3,500
112	N/A	LIFE FITNESS	DUAL ADJUSTABLE PULLEY	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 4,500
113	N/A	LIFE FITNESS	SYNRGY 360	FITNESS EQUIPMENT	RECREATION	GENERAL FUND	10 YEAR	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 3,000
324	24142	FORD	F150 4X4	LIGHT DUTY TRUCK	STREETS	GENERAL FUND	8 YEAR/120K MILES	2025-26	DEBT ISSUANCE 2025	\$ 56,000
		FARADAY	MPC-6000	FIRE ALARM	FIRE STATION	GENERAL FUND	15-18 YEAR	2025-26	DEBT ISSUANCE 2025	\$ 45,750

*Public Works Going Green - Emission Reduction with Incorporating Hybrid &/or Electric Light Duty Trucks.

** Split unit combined cost.

ATTACHMENT A

TECHNOLOGY CAPITAL OUTLAY PLAN - GENERAL FUND

MAKE	MODEL	TYPE	LOCATION	FUND	REPLACEMENT YEAR	FUNDING SOURCE	ESTIMATED REPLACEMENT COST
SERVER HARDWARE	AVENGERS	HARDWARE	CITY HALL	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 9,500
SERVER HARDWARE	BEDROCK	HARDWARE	CITY HALL	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 9,500
SERVER HARDWARE	CASTLEROCK	HARDWARE	CITY HALL	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 9,500
SERVER HARDWARE	SKYLINES	HARDWARE	CITY HALL	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 9,500
SERVER HARDWARE	ROBOCOP	HARDWARE	CITY HALL	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 4,500
MICROSOFT	2019	SERVER	CITY HALL	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 3,800
MICROSOFT	2019 USER CAL	SERVER	CITY HALL	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 6,500
MICROSOFT	SQL CASTLEROCK	SERVER	CITY HALL	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 7,000
SERVER HARDWARE	VULCAN	HARDWARE	POLICE	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 9,500
MICROSOFT	2019	SERVER	POLICE	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 800
MICROSOFT	SQL SERVER	SERVER	POLICE	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 7,000
CRADLEPOINT MODEMS	IBR1700-1200M-B	HARDWARE	POLICE/FIRE	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 35,000
HP	SWITCH	HARDWARE	CITY HALL	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 66,000
HP	SWITCH	HARDWARE	FIRE	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 10,000
HP	SWITCH	HARDWARE	LIBRARY	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 20,000
HP	SWITCH	HARDWARE	POLICE	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 31,000
HP	SWITCH	HARDWARE	PUBLIC WORKS	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 18,000
HP	SWITCH	HARDWARE	RECREATION	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 20,000
HP	SWITCH	HARDWARE	ACO	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 25,000
HP	SWITCH	HARDWARE	WIRELESS	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 30,000
ACO CAMERAS	w/ 10 YEAR NVR SERVICE	HARDWARE	ACO	GENERAL FUND	2021-22	DEBT ISSUANCE 2021	\$ 15,000
COUNCIL A/V - WEBEX INTEGRATION		HARDWARE	COUNCIL	GENERAL FUND	2021-22	PEG FUND	\$ 26,000
PANASONIC (POLICE MDT)	CF-33	HARDWARE	POLICE	GENERAL FUND	2022-23	DEBT ISSUANCE 2022	\$ 66,300

ATTACHMENT A



City of Watauga

Capital Outlay Plan

Detailed List by Year

Sorted by Fund and Department

Crime Control and Prevention District Fund

ATTACHMENT A

CAPITAL OUTLAY SUMMARY - CCD FUND

VEHICLE	ODO	MAKE	MODEL	TYPE	FUND	LIFE EXPECTANCY	REPLACEMENT YEAR	FUNDING SOURCE	ESTIMATED REPLACEMENT COST
150	66549	CHEVY	TAHOE	PASSENGER CAR	CCD FUND	8 YEAR/120K MILES	2022-23	EQUIPMENT REPLACEMENT FUND	\$ 40,000
151	104396	CHEVY	TAHOE	PASSENGER CAR	CCD FUND	8 YEAR/120K MILES	2022-23	EQUIPMENT REPLACEMENT FUND	\$ 40,000
159	102587	CHEVY	TAHOE	EMERGENCY CAR	CCD FUND	5 YEAR/100K MILES	2022-23	EQUIPMENT REPLACEMENT FUND	\$ 60,000
161	28070	CHEVY	SUBURBAN	PASSENGER CAR	CCD FUND	8 YEAR/120K MILES	2024-25	DEBT ISSUANCE 2024	\$ 40,000
165	31924	CHEVY	TAHOE	EMERGENCY CAR	CCD FUND	5 YEAR/100K MILES	2024-25	DEBT ISSUANCE 2024	\$ 60,000
166	27750	CHEVY	TAHOE	EMERGENCY CAR	CCD FUND	5 YEAR/100K MILES	2024-25	DEBT ISSUANCE 2024	\$ 60,000
167	26502	CHEVY	TAHOE	EMERGENCY CAR	CCD FUND	5 YEAR/100K MILES	2024-25	DEBT ISSUANCE 2024	\$ 60,000
168	21548	CHEVY	TAHOE	EMERGENCY CAR	CCD FUND	5 YEAR/100K MILES	2024-25	DEBT ISSUANCE 2024	\$ 60,000
169	26296	CHEVY	TAHOE	EMERGENCY CAR	CCD FUND	5 YEAR/100K MILES	2024-25	DEBT ISSUANCE 2024	\$ 60,000

ATTACHMENT A



City of Watauga

Capital Outlay Plan

Detailed List by Year

Sorted by Fund and Department

Storm Drain Fund

ATTACHMENT A

CAPITAL OUTLAY SUMMARY - STORM DRAIN

VEHICLE	ODO	MAKE	MODEL	TYPE	FUND	LIFE EXPECTANCY	REPLACEMENT YEAR	FUNDING SOURCE	ESTIMATED REPLACEMENT COST
521	88558	FORD	F350	LIGHT DUTY TRUCK	STORM DRAIN	8 YEAR/120K MILES	2021-22	EQUIPMENT REPLACEMENT FUND	\$ 50,000
501	51151	FORD	F350 DUMP BODY	LIGHT DUTY TRUCK	STORM DRAIN	8 YEAR/120K MILES	2022-23	EQUIPMENT REPLACEMENT FUND	\$ 55,000
513	17033	INTERNATIONAL	4300 SBC 4X2 SWEEPER TRUCK	HEAVY DUTY TRUCK	STORM DRAIN	10 YEAR/150K MILES	2022-23	EQUIPMENT REPLACEMENT FUND	\$ 310,000
-	0	RC MOWER	TK-60XP/700009	MOWERS	STORM DRAIN	6 YEARS/3K HOURS	2022-23	STORM DRAIN FUND	\$ 62,000
314	20638	JOHN DEERE	TRACTOR	EQUIPMENT - LIGHT	STORM DRAIN	8 YEAR MIN	2023-24	EQUIPMENT REPLACEMENT FUND	\$ 25,000
500-A	0	HENDERSON	FSP2 SANDER	EQUIPMENT - LIGHT	STORM DRAIN	12 YEAR/6K HOURS	2023-24	EQUIPMENT REPLACEMENT FUND	\$ 7,500
515	940	KUT KWICK	SSM38-720 MOWER	MOWERS	STORM DRAIN	6 YEAR/3K HOURS	2024-25	EQUIPMENT REPLACEMENT FUND	\$ 65,000
510	99842	INTERNATIONAL	7400 SBA 6X4 DUMP TRUCK	HEAVY DUTY TRUCK	STORM DRAIN	10 YEAR/150K MILES	2025-26	EQUIPMENT REPLACEMENT FUND	\$ 140,000



AGENDA MEMORANDUM

DATE: August 30, 2021

TO: Honorable City Council Members

FROM: Marcia Reyna, Human Resources and Civil Service Director

THROUGH: Andrea Gardner, City Manager

SUBJECT: Consider action to adopt an ordinance by the City Council of the City of Watauga, Texas adopting the Personnel Improvement Plan for Fiscal Years 2022-2026; providing for repeal; providing a savings clause; providing an effective date

BACKGROUND/INFORMATION:

During the Council Workshop on August 23, 2021, the Personnel Improvement Plan (PIP) for Fiscal Years 2022-2026 was presented. The PIP identifies current and future personnel needs and develops a plan to fund these positions. As part of the annual budget preparation process, Department Directors submit personnel requests to the City Manager. Included with the FY 2022-2026 Personnel Improvement Plan is a letter from City Manager Andrea Gardner which explains the changes in personnel for FY2021-22 and FY2022-23. If approved by the City Council, the PIP will be included as part of the FY2021-22 City budget.

FINANCIAL IMPLICATIONS:

As included in the FY2021-22 budget and future budgets.

RECOMMENDATION/ACTION DESIRED:

City Administration requests that the City Council adopt ordinance 2021-037 adopting the Personnel Improvement Plan for Fiscal Years 2022-2026.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. FY2022-26 Personnel Improvement Plan Ordinance
2. Exhibit A - FY2022-2026 Personnel Improvement Plan - DRAFT

REVIEWED BY:

Marcia Reyna, Human Resources and Civil Service Director	Approved - 8/25/2021
Caroline Kelley, Attorney	Approved - 8/28/2021
Raquel Guajardo, Deputy City Secretary	Approved - 8/30/2021
Andrea Gardner, City Manager	Final Approval - 8/30/2021

Approved as to form for inclusion on Agenda

**CITY OF WATAUGA, TEXAS
ORDINANCE NO. 2021-037**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY
OF WATAUGA, TEXAS ADOPTING THE PERSONNEL
IMPROVEMENT PLAN FOR FISCAL YEARS 2022-2026;
PROVIDING FOR REPEAL; PROVIDING A SAVINGS
CLAUSE; PROVIDING AN EFFECTIVE DATE.**

WHEREAS, The City of Watauga invests a large percentage of the annual budget in personnel in order for the City to provide quality services; and

WHEREAS, Each funded position is considered only after due consideration of the City's needs, service required to be provided by the City, and the City's ability to fund each position; and

WHEREAS, The governing body discussed the 2022-2026 Personnel Improvement Plan (PIP) and the specific funded and unfunded positions included in Fiscal Year 2021-22 Budget during a Council Workshop held on August 23, 2021; and

WHEREAS, Said Fiscal Year 2021-22 Budget has been submitted to the City Council by the City Manager in accordance with the City Charter including funded positions identified in the Personnel Improvement Plan.

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

I.

The City Council of the City of Watauga hereby adopts the Personnel Improvement Plan for Fiscal Year 2022-2026 as set forth in Exhibit "A" attached hereto and incorporated by reference.

II.

That the City Council provides that funded positions approved during the Fiscal Year 2021-22 will be consistent with the approved Personnel Improvement Plan unless the changes are substantive in nature.

III.

That the City Council provides that all ordinances appropriating funds for positions included in the PIP as approved or amended will include information citing the PIP position along with appropriate financial accounting information.

IV.

If any section, sub-section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

V.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Section 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the
_____ day of _____, 2021.

APPROVED:

ARTHUR L. MINER, Mayor

ATTEST:

RAQUEL GUAJARDO, Interim City Secretary

APPROVED AS TO FORM AND LEGALITY:

CAROLINE KELLEY, City Attorney



CITY OF WATAUGA

FY2022-2026

PERSONNEL IMPROVEMENT PLAN (PIP)

5 YEAR PLAN



Approved on September 13, 2021

DRAFT



FY2022-2026

PERSONNEL IMPROVEMENT PLAN (PIP)

5 YEAR PLAN

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August 24, 2021

To the Honorable Mayor Arthur L. Miner, Members of the City Council, and Citizens of Watauga,

I am pleased to present the City of Watauga's Personnel Improvement Plan (PIP) for FY2022-2026. The purpose of this plan is to identify current and future personnel needs, justify these needs and develop a plan to fund these positions. The PIP provides a five (5) year staffing plan created as a result of department directors' requests. It is used as a tool for the annual budgeting process.

During the budgeting process this year, City departments created a two (2) year budget for Fiscal Years 2021-22 and 2022-23. Included in this PIP are an additional 8.75 FTE (Full Time Equivalent Employees) for a total of 164 FTE for FY2021-22. An additional 10.5 FTE are requested in the FY2022-23 budget for a total of 174.50. The majority of the requests that were submitted for FY2021-22 and FY2022-23 have been pushed back a year as the City continues to recover from the financial impact of the COVID-19 pandemic.

As previously stated, the FY2021-22 budget includes an additional 8.75 FTE for a total of 164 FTE. Through the PIP process department directors also submitted requests for the reclassification of existing positions. These reclassifications are due to an increase in responsibilities, as well as a creation of promotional paths within the departments to supplement the City's Succession Plan and promote employee retention. Reclassifications do not affect the number of FTEs.

Reclassifications	
Department	Position
Finance	Financial Services Analyst II
Finance	Senior Deputy Court Clerk
Information Technology	Director of Technology and Communication
Information Technology	Information Technology Manager
Public Works	Fleet Supervisor
Public Works	Assistant Public Works Director/Building Official

As you may recall, in order to balance the FY2020-21 budget, the City unfunded 8.75 FTE vacant positions. 12 FTE were eliminated as a result of reorganizations within the Finance, Public Works, Police and Parks and Community Services Department. In FY2020-21 the City funded two new (2) positions, Media Specialist and Administrative Assistant-Financial Services, for half a year. The positions are now fully funded in FY2021-22. A part-time Kennel Technician position (FTE 0.5) was increased to full time status (FTE 1) during FY2020-21. The City was able to convert this position due to the savings of a vacant part-time Kennel Technician

position. The original vacant part-time position was inadvertently left in the budget and will not be filled, but must be accounted for in the plan.

The following positions have been restored and/or included in this year's budget:

Restored/Additional Positions			
Department	Position	FTEs	Notes
Finance	Finance Summer Intern	0.25	Restored
Finance	Court Assistant	0.25	New Position
Finance	Administrative Assistant - Finance	0.5	Increase FTE .5 to 1
Information Technology	Media Specialist	0.5	Increase FTE .5 to 1
Information Technology	IT Support Specialist	1	New Position
Library	Library Assistant -Circulation	1	Restored
Parks & CS	Recreation Attendant	0.25	Restored
Parks & CS	Recreation Attendant	0.5	Restored
Parks & CS	Parks & Community Services Director	1	Restored
Police	Kennel Technician (Full Time)	0.5	Increase FTE .5 to 1
Public Works	Streets Maintenance Worker I	0.5	Restored
Public Works	Streets Maintenance Worker I	1	Restored
Public Works	Utilities Maintenance Worker I (Water)	1	Restored
Public Works	Combination Building Inspector	1	Restored
Total		9.25	
Police	Kennel Technician (Part Time)	-0.5	Will not be filled
Total		8.75	

Other changes in FY2021-22 include a reallocation of two (2) Police Officer and one (1) Police Sergeant positions to the General Fund from the Traffic Safety Fund (28). HB1631, passed during the 86th Legislative Session prohibited the use of red light cameras. This resulted in a revenue loss to the Traffic Fund requiring the City to now fund these Officers from the General Fund. As you may recall, HB1631 forced the City to discontinue the School Crossing Guard Program which was absorbed by Birdville ISD and Keller ISD this past fiscal year.

Due to contracted services, three (3) positions for a total of 2.5 FTEs were eliminated in the Parks Department. One (1) position for a total of 0.25 FTE was eliminated in the Library. The positions listed below were vacant at the time they were eliminated.

Positions Eliminated		
Department	Position	FTEs
Library	Homework Help Center Coordinator	0.25
Parks & CS	Landscape Gardener	1
Parks & CS	Assistant Landscape Gardener	1
Parks & CS	Summer Parks Maintenance Worker I	0.25
Total		2.5



The changes in personnel for FY2020-21, FY2021-22 and FY2022-23 are outlined below.

FY2020-21	
FTE	Changes
176.5	Approved FTEs for FY2019-20
1.5	Restored/Additional Positions
-20.75	Eliminated/Unfunded Positions
157.25	FY2020-21 Approved

FY2021-22	
FTE	Changes
157.25	Approved FTEs for FY2020-21
9.25	Restored/Additional Positions
-2.5	Eliminated/Unfunded Positions
164	FY2021-22 Proposed

FY2022-23	
FTE	Changes
164	Proposed FTEs for FY2021-22
10.5	Restored/Additional Positions
	Eliminated/Unfunded Positions
174.5	FY2022-23 Proposed

Moving forward, City Administration will continue to rely on planning tools and documents, such as the Personnel Improvement Plan, to ensure sufficient staffing numbers exists to maintain quality services to our residents. City Administration will continue to work together to identify cost saving measures and improve inefficiencies.

Sincerely,

A handwritten signature in black ink, appearing to read 'Andrea Gardner'.

Andrea Gardner
City Manager

City of Watauga
FY2022-2026
Personnel Improvement Plan (PIP)



Summary of Positions and
Financial Impact



**CITY OF WATAUGA PERSONNEL IMPROVEMENT PLAN
FISCAL YEARS 2022-2026**

	FY 2019-20 Prior Year	FY 2020-21 Current	FY 2020-21 Projected		FY 2021-22 Recommended		Future Needs			
SUMMARY	Funded	Funded	Funded	Unfunded or Eliminated	Funded	Financial Impact (Salary & Benefits)	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26
SUMMARY OF TOTAL POSITIONS BY DEPARTMENT										
GENERAL FUND										
CITY MANAGER DEPARTMENT	1	1	1	0	1	\$ -	1	1	1	1
CITY SECRETARY DEPARTMENT	2	2	2	0	2	\$ 34,597	2	2	2	2
ECONOMIC DEVELOPMENT DEPARTMENT	1	0	0	0	0	\$ -	1	3	3	3
HUMAN RESOURCES DEPARTMENT	2	2	2	0	2	\$ -	2	2	2	2
FIRE DEPARTMENT	27	27	27	0	27	\$ -	28	34	40	40
FINANCE DEPARTMENT	6.25	5.5	5.5	0	6.25	\$ 38,868	7.25	9.25	9.25	9.25
FINANCE DEPARTMENT - MUNICIPAL COURT	5	4	4	0	4.25	\$ 15,742	4.25	4.5	4.5	4.5
LIBRARY DEPARTMENT	12.75	11.25	11.25	-0.25	11.75	\$ 38,833	11.75	13.25	14.25	14.25
INFORMATION TECHNOLOGY DEPARTMENT	2	2.5	2.5	0	4	\$ 96,623	4	4	4	4
PARKS & COMMUNITY SERVICES DEPARTMENT	15.25	9	9	-2.25	8.75	\$ 134,526	8.75	10	10	10
POLICE DEPARTMENT	27.5	28	28	0	31	\$ -	32	35	38	41
POLICE - ENVIRONMENTAL SERVICES	8	8	8	0	8.5	\$ -	9.5	9.5	9.5	9.5
PUBLIC WORKS - DEVELOPMENT SERVICES	6	4	4	0	5	\$ 73,766	6	8	8	8
PUBLIC WORKS - STREETS	10	7	7	0	8.5	\$ 64,253	10	15	15	15
PUBLIC WORKS - FLEET MAINTENANCE	4	4	4	0	4	\$ 10,521	5	5	5	5
PUBLIC WORKS - FACILITIES MAINTENANCE	6	6	6	0	6	\$ -	6	6	6	6
SPECIAL REVENUE FUNDS										
FINANCE - COURT SECURITY (25)/JUVENILE CASE MANAGER (27)	0	0	0	0	0	\$ -	0	0	0	0
POLICE - CRIME CONTROL PREVENTION DISTRICT (18)	11	11	11	0	11	\$ -	11	11	11	11
POLICE - TRAFFIC SAFETY (28)	5	3	3	0	0	\$ -	0	0	0	0
ECONOMIC DEVELOPMENT CORPORATION (04)	0	0	0	0	0	\$ -	0	0	0	0
ENTERPRISE FUNDS										
PUBLIC WORKS - DRAINAGE UTILITY (15)	6	6	6	0	6	\$ -	6	8	8	8
PUBLIC WORKS - WATER DISTRIBUTION (40)	8	7	7	0	8	\$ 40,385	8	10	10	10
PUBLIC WORKS - SEWER COLLECTION (40)	4	2	2	0	2	\$ -	4	7	7	7
FINANCE - UTILITY BILLING & COLLECTIONS (40)	7	7	7	0	7	\$ -	7	7	7	7
CITY WIDE TOTAL	176.75	157.25	157.25	-2.50	164.00	\$ 548,114	174.50	204.50	214.50	217.50

City of Watauga
FY2022-2026
Personnel Improvement Plan (PIP)



Fiscal Impact By Fund

	FY 2020-21 CURRENT		FY 2021-22 PROJECTED	
	FUNDED	UNFUNDED	FUNDED	UNFUNDED
GENERAL FUND	\$ 9,569,264	\$ 1,985,369	\$ 10,863,250	\$ 3,229,207
SPECIAL REVENUE FUNDS				
Safer Grant (12)	\$ 368,550		\$ 262,900	
Crime Control District (18)	\$ 991,000		\$ 1,029,000	
Traffic Safety (28)	\$ 341,650		\$ -	
Truancy Prevention (27)	\$ 21,415		\$ 22,080	
Subtotal	\$ 1,722,615		\$ 1,313,980	
ENTERPRISE FUNDS				
Storm Drain (15)	\$ 465,400	\$ 41,955	\$ 444,300	\$ 158,253
Water/Sewer (40)	\$ 1,448,940	\$ 199,782	\$ 1,508,800	\$ 438,718
Subtotal	\$ 1,914,340	\$ 241,737	\$ 1,953,100	\$ 596,971
Total Fiscal Impact	\$ 13,206,219	\$ 2,227,106	\$ 14,130,330	\$ 3,826,178

**City of Watauga
FY2022-2026
Personnel Improvement Plan (PIP)**



Funded Positions



**CITY OF WATAUGA PERSONNEL IMPROVEMENT PLAN
FISCAL YEARS 2022-2026**

FUNDED POSITIONS	FY 2019-20 Prior Year	FY 2020-21 Current		FY 2021-22	Recommended
Department/Position	Funded	Funded	Requested Change	Funded	Financial Impact (Salary & Benefits)
GENERAL FUND					
CITY MANAGER DEPARTMENT					
City Manager	1	1		1	\$ -
Subtotal Department	1	1	0	1	\$ -
CITY SECRETARY DEPARTMENT					
City Secretary	0	0		1	\$ 34,597
Deputy City Secretary	1	1		0	\$ -
Assistant to the City Secretary	0	0		0	\$ -
Records Clerk	1	1		1	\$ -
Subtotal Department	2	2	0	2	\$ 34,597
Justification: The City Secretary position was unfunded in FY2019-20 and FY2021-22 due to the City Manager performing those duties. It will be filled in FY2021-22.					
ECONOMIC DEVELOPMENT DEPARTMENT					
Economic Development Specialist	1	0		0	\$ -
Media Specialist**	0	0	0	0	\$ -
Subtotal Department	1	0		0	\$ -
Justification: The position of Media Specialist was funded at FTE .5 and hired mid-year. In FY2021-22 it is fully funded at FTE 1 and being moved under Information Technology.					
HUMAN RESOURCES DEPARTMENT					
Director of Human Resources & Civil Service*	1	1		1	\$ -
Human Resources Generalist	1	1		1	\$ -
Subtotal Department	2	2	0	2	\$ -
FIRE DEPARTMENT					
Deputy City Manager/Fire Chief	1	1		1	\$ -
Assistant Fire Chief	1	1		1	\$ -
Batallion Chief	1	1		1	\$ -
Fire Lieutenant	3	3		3	\$ -
Driver/Engineer	3	3		3	\$ -
Firefighter/Paramedic	17	17		17	\$ -
Firefighter/EMT	1	1		1	\$ -
Subtotal Department	27	27	0	27	\$ -
LIBRARY DEPARTMENT					
Director of Library Services	1	1		1	\$ -
Assistant Library Director	1	1		1	\$ -
Senior Librarian - Adult Services	1	1		1	\$ -
Senior Librarian - Youth Services	1	1		1	\$ -
Librarian - Youth Services	1	1		1	\$ -
Circulation Supervisor	1	1		1	\$ -
Technical Services Supervisor	0	1		1	\$ -
Library Assistant (Circulation)	1	0	1	1	\$ 38,833
Library Assistant (Circulation) (PT)	1.25	1.25		1	\$ -
Library Assistant (Youth Services) (PT)	0.75	0.75		0.75	\$ -
Administrative Assistant (Library)	1	0		0	\$ -
Library Assistant (Technical Services) (PT)	0.75	0.75		0.75	\$ -
Library Aide (PT)	1	0.75		0.75	\$ -
Library Assistant I (Reference) (PT)	0.25	0.25		0.25	\$ -

FUNDED POSITIONS		FY 2019-20 Prior Year	FY 2020-21 Current		FY 2021-22	Recommended
Department/Position	Funded	Funded	Requested Change	Funded	Financial Impact (Salary & Benefits)	
Summer Library Aide	0.25	0.25			\$	-
Summer Library Assistant	0.25	0.25		0.25	\$	-
Subtotal Department	12.5	11.25	1	11.75	\$	38,833
Justification: The Library Assistant - Circulation (full time) position was unfunded to assist with revenue losses in FY2020-21 and is being funded in FY2021-22.						
FINANCE DEPARTMENT						
Director of Finance*	1	1		1	\$	-
Assistant Director of Finance*	1	1		1	\$	-
Financial Services Technician II*	1	1		1	\$	-
Financial Services Analyst II	0	0	Reclass	1	\$	7,025
Financial Services Analyst I	1	1		0	\$	-
Payroll Specialist	1	0		0	\$	-
Financial Services Technician I	1	1		1	\$	-
Administrative Assistant - Financial Services**	0	0.5	0.5	1	\$	26,973
Summer Finance Intern (PT)	0.25	0	0.25	0.25	\$	4,870
Subtotal Department	6.25	5.5	0.75	6.25	\$	38,868
Justification: The position of Administrative Assistant - Financial Services was funded at FTE .5 and hired mid-year. In FY2021-22 it is fully funded at FTE 1. The Summer Finance Intern position was unfunded in FY2020-21 to assist with revenue losses and is being funded in FY2021-22. The Financial Services Analyst I is being reclassified to Financial Services Analyst II.						
FINANCE DEPARTMENT - MUNICIPAL COURT						
Municipal Court Administrator	1	1		1	\$	-
Senior Deputy Court Clerk*	0	0	Reclass	1	\$	1,709
Deputy Court Clerk*	2	2		1	\$	-
City Marshal	1	1		1	\$	-
Deputy City Marshal*	1	0		0	\$	-
Court Assistant	0	0	0.25	0.25	\$	14,033
Subtotal Department	5	4	0.25	4.25	\$	15,742
Justification: The part-time Court Assistant position has been added to help with the large volume of court citations, warrants and additional workload over the past couple of years. One Deputy Court Clerk position is being reclassified to Senior Deputy Court Clerk.						
INFORMATION TECHNOLOGY DEPARTMENT						
Chief Information Officer*	1	1		0	\$	-
Director of Technology and Communications	0	0	Reclass	1		
Information Technology Manager	0	0	Reclass	0	\$	8,300
Systems Administrator	1	1		1		
Information Technology Support Specialist	0	0	1	1	\$	60,867
Media Specialist**	0	0.5	0.5	1	\$	27,456
Subtotal Department	2	2.5	1.5	4	\$	96,623
Justification: The position of Media Specialist was funded at FTE .5 and hired mid-year. In FY2021-22 it is fully funded at FTE 1 and being moved under Information Technology. The Chief Information Officer was reclassified to Director of Technology and Communication. The Systems Administrator was reclassified to Information Technology. An IT Support Specialist position was added to assist with workload in the IT department.						
PARKS & COMMUNITY SERVICES DEPARTMENT						
Director of Parks and Community Services	1	0	1	1	\$	103,952
Recreation Superintendent	1	0			\$	-
Recreation Programmer	3	2		2	\$	-
Recreation Attendant (PT)	2.5	1	0.75	1.75	\$	30,574

FUNDED POSITIONS		FY 2019-20 Prior Year	FY 2020-21 Current		FY 2021-22	Recommended
Department/Position	Funded	Funded	Requested Change	Funded	Financial Impact (Salary & Benefits)	
Summer Recreation Coordinator, Instructor & Assistant	1	0		0	\$	-
Pre-School Program Instructor (PT)	0.25	0		0	\$	-
PM Play Time Attendant	0.25	0		0	\$	-
Parks Superintendent	1	1		1	\$	-
Parks Maintenance Worker II	2	2		2	\$	-
Parks Maintenance Worker I	2	2		1	\$	-
Landscape Gardener	1	1		0	\$	-
Summer Parks Maintenance Worker	0.25	0		0	\$	-
Subtotal Department	15.25	9	1.75	8.75	\$	134,526
Justification: The position of Parks and Community Services Director was unfunded for FY2020-21 and is being added in FY2021-22. FTE 0.75 part time Recreation Attendants is added to help programs at the Community Center.						
POLICE						
POLICE DEPARTMENT						
Chief of Police	1	1		1	\$	-
Assistant Chief of Police	1	1		1	\$	-
Police Lieutenant	2	2		2	\$	-
Police Sergeant	6	6	1	7	\$	-
Police Corporal	5	5		5	\$	-
Police Officer	8	8	2	10	\$	-
Police Records Supervisor	1	1		1	\$	-
Police Records Clerk	1.5	2		2	\$	-
Property Room Technician	1	1		1	\$	-
Administrative Assistant (Police)	1	1		1	\$	-
Subtotal Department	27.5	28	3	31	\$	-
Note: Resulting from the 86th Legislative Session, HB1631 banned Red Light Cameras causing a loss of revenue to the City requiring that a Police Sergeant and two Police Officer positions be moved from the Traffic Safety Fund to the General Fund.						
POLICE - ENVIRONMENTAL SERVICES						
Code Enforcement Officer	2	2		2	\$	-
Senior Code Enforcement Officer	1	1		1	\$	-
Administrative Assistant (Animal Control)	1	1		1	\$	-
Animal Control Supervisor	1	1		1	\$	-
Animal Control Officer	2	2		2	\$	-
Kennel Technician (PT)	1	1		1.5	\$	-
Subtotal Department	8	8	0	8.5	\$	-
PUBLIC WORKS DEPARTMENT						
PUBLIC WORKS - DEVELOPMENT SERVICES						
Assistant Public Works Director/Building Official*	0	0		1	\$	9,397
Building Official*	1	1		0		
Construction Inspector*	1	1		1	\$	-
Planning and Zoning Coordinator	1	1		1	\$	-
Permit Technician*	2	1		1	\$	-
Combination Building Inspector	1	0	1	1	\$	64,369
Subtotal Department	6	4	1	5	\$	73,766
Justification: The duties of the Combination Building Inspector were outsourced which proved to be not be cost efficient. The position being added in FY2021-22. The Building Official is being reclassified to Assistant Public Works Director/Building Official.						
PUBLIC WORKS - STREETS						
Director of Public Works*	1	1		1	\$	-

FUNDED POSITIONS		FY 2019-20 Prior Year	FY 2020-21 Current		FY 2021-22	Recommended
Department/Position	Funded	Funded	Requested Change	Funded	Financial Impact (Salary & Benefits)	
Streets and Drainage Superintendent*	1	1		1	\$	-
Streets Supervisor	1	1		1	\$	-
Streets Crew Leader	0	0		0	\$	-
Equipment Operator (Streets)	1	1		1	\$	-
Streets Maintenance Worker II	1	1		1	\$	-
Streets Maintenance Worker I	4	1	1.5	2.5	\$	64,253
Sign and Signal Technician	1	1		1	\$	-
Subtotal Department	10	7	1.5	8.5	\$	64,253
Justification: Three (3) Streets Maintenance Worker I positions had been unfunded in FY2020-21 due to revenue loss, FTE 1.5 positions will be added in FY2021-22.						
PUBLIC WORKS - FLEET MAINTENANCE						
Fleet and Facilities Superintendent	1	1		1	\$	-
Fleet Supervisor	0	0	Reclass	1	\$	10,521
Mechanic II	1	1		0	\$	-
Mechanic I	1	1		1	\$	-
Fleet Services Technician	1	1		1	\$	-
Subtotal Department	4	4	0	4	\$	10,521
Justification: The Fleet Supervisor position has been added to the budget and is a reclassification due to an increase in responsibilities in managing the Fleet Interlocal Agreement.						
PUBLIC WORKS - FACILITIES MAINTENANCE						
Building Maintenance Technician I	1	1		1	\$	-
Building Maintenance Technician II	1	1		1	\$	-
Janitorial Service Technician	3	3		3	\$	-
Janitorial Service Technician II	1	1		1	\$	-
Subtotal Department	6	6	0	6	\$	-
GENERAL FUND TOTAL	135.5	121.25	10.75	130	\$	507,729
SPECIAL REVENUE FUNDS						
FINANCE DEPARTMENT						
FINANCE - COURT SECURITY (25)/JUVENILE CASE MANAGER (27)						
Deputy Court Clerk*	0	0		0	\$	-
Deputy City Marshal*	0	0		0	\$	-
Subtotal Department	0	0	0	0	\$	-
POLICE DEPARTMENT						
POLICE - CRIME CONTROL PREVENTION DISTRICT (18)						
Police Sergeant	1	1		1	\$	-
Police Officer	10	10		10	\$	-
Subtotal Department	11	11	0	11	\$	-
POLICE - TRAFFIC SAFETY (28)						
Traffic Sergeant*	1	1	-1	0	\$	-
Police Officer*	2	2	-2	0	\$	-
School Crossing Guard (PT)	2	0		0	\$	-
Subtotal Department	5	3	-3	0	\$	-
Justification: One (1) Sergeant and two (2) Police Officer positions are being moved to the General Fund to the revenue losses from elimination Red Light Cameras during the 86th Legislative Session.						
ECONOMIC DEVELOPMENT CORPORATION (04)						
Interfund transfer for various positions*	0	0		0	\$	-

FUNDED POSITIONS	FY 2019-20 Prior Year	FY 2020-21 Current		FY 2021-22	Recommended
Department/Position	Funded	Funded	Requested Change	Funded	Financial Impact (Salary & Benefits)
Subtotal Department	0	0	0	0	\$ -
SPECIAL REVENUE FUNDS TOTAL	23	21	-3	18	\$ -
ENTERPRISE FUNDS					
PUBLIC WORKS DEPARTMENT					
PUBLIC WORKS - DRAINAGE UTILITY (15)					
Storm Drain Supervisor	1	1		1	\$ -
Storm Drain Crew Leader	0	0		0	\$ -
Equipment Operator (Storm Drainage Utility)	1	1		1	\$ -
Equipment Operator (Sweeper)	1	1		1	\$ -
Storm Drain Maintenance Worker II	1	1		1	\$ -
Storm Drain Maintenance Worker I	1	1		1	\$ -
Summer Storm Drain Maintenance Worker I	1	1		1	\$ -
Subtotal Department	6	6	0	6	\$ -
PUBLIC WORKS - WATER DISTRIBUTION (40)					
Utilities Superintendent*	1	1		1	\$ -
Utilities Supervisor*	1	1		1	\$ -
Utilites Crew Leader (Water)	0	0		0	\$ -
Equipment Operator (Water)*	1	1		1	\$ -
Utilities Maintenance Worker II (Water)	1	1		1	\$ -
Utilities Maintenance Worker I (Water)	3	2	1	3	\$ 40,385
Subtotal Department	7	6	1	7	\$ 40,385
Justification: The Utilities Maintenance Worker I (Water) had been unfunded in FY2020-21 due to revenue loss, it will be added in FY2021-22.					
PUBLIC WORKS - SEWER COLLECTION (40)					
Utilities Maintenance Worker II (Wastewater)	1	0		0	\$ -
Utilities Maintenance Worker I (Wastewater)	1	0		0	\$ -
Equipment Operator (Wastewater)*	1	1		1	\$ -
Water Quality Technician	1	1		1	\$ -
Equipment Operator (Jet Vac)	1	1		1	\$ -
Subtotal Department	5	3	0	3	\$ -
Justification: One (1) Utilities Maintenance Worker I (Sewer) and one (1) Utilities Maintenance Worker II (Sewer) was unfunded in FY2020-21 due to revenue loss and will remain unfunded in FY2021-22.					
FINANCE - UTILITY BILLING & COLLECTIONS (40)					
Utility Billing Administrator	1	1		1	\$ -
Utility Billing Representative	2	2		2	\$ -
Water Meter Reader	0	0		0	\$ -
Water Service Field Representative	4	4		4	\$ -
Subtotal Department	7	7	0	7	\$ -
ENTERPRISE FUNDS TOTAL	18	15	1	16	\$ 40,385
TOTAL ALL FUNDS	176.5	157.25	8.75	164	\$ 548,114

* Funding for these positions is split amongst various funds

**Positions are partial funded by Watauga Economic Development Corporation (WEDC)

City of Watauga
FY2022-2026
Personnel Improvement Plan (PIP)



Unfunded Positions/
Future Needs

CITY OF WATAUGA PERSONNEL IMPROVEMENT PLAN
FISCAL YEARS 2022-2026



			Unfunded & Unmet Needs	Future Needs				Financial Impact (Salary, Benefits, Training and Equipment)
UNFUNDED POSITIONS		FLSA Status	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	
GENERAL FUND								
CITY SECRETARY DEPARTMENT								
Deputy City Secretary	NE	0	0	1	1	1	\$	59,601
Subtotal Department		0	0	1	1	1	\$	59,601
Justification: The City Secretary's Office is in a period of transition and training with the goal of filling the Deputy City Secretary position in FY2023-24.								
ECONOMIC DEVELOPMENT DEPARTMENT								
Business Development Manager	E	0	0	1	1	1	\$	80,618
Economic Innovation and Strategy Specialist	NE	0	0	1	1	1	\$	66,592
Business Retention Specialist	NE	0	1	1	1	1	\$	66,592
Subtotal Department		0	1	3	3	3	\$	213,802
Justification: A Business Retention Specialist is requested in FY 2022-23 to manage business retention within the City of Watauga. With the City of Watauga being close to built out, business retention and development is key to the vitality and economic development of the City hence the need for a Business Development Manager and Economic Innovation and Strategy Specialist.								
FIRE DEPARTMENT								
Firefighter/Paramedic	NE	0	0	6	12	12	\$	951,732
Administrative Assistant - Fire	NE	0	1	1	1	1	\$	46,599
Subtotal Department		0	1	7	13	13	\$	998,331
Justification: An Administrative Assistant - Fire position is needed to handle a wide array of administrative tasks and reporting requirements to assist in the administration of the department. It is proposed that a second Fire Station be built across the train tracks at Denton Highway in order to support the west side of the City; hence the need for additional Firefighter/Paramedics.								
FINANCE DEPARTMENT								
Budget and Purchasing Manager	E	0	0	Reclass	Reclass	Reclass	\$	-
Controller	E	0	0	Reclass	Reclass	Reclass	\$	29,585
Grants Coordinator	NE	0	1	1	1	1	\$	60,730
Internal Auditor	E	0	0	1	1	1	\$	80,618
Subtotal Department		0	1	2	2	2	\$	170,933
Justification: A Grants Coordinator position is needed to perform high-level professional work related to Grant seeking, grant administration, and coordinating grant management activities on a City-wide basis. Over the next several years, the Finance Department will experience various retirements, creating an opportunity to restructure the department for more operational efficiencies requiring the need for a Budget and Purchasing Manager, Controller and Internal Auditor positions.								
FINANCE DEPARTMENT - MUNICIPAL COURT								
Bailiff (PT)	NE	0	0	0.25	0.25	0.25	\$	11,186
Subtotal Department		0	0	0.25	0.25	0.25	\$	11,186
Justification: A part time Bailiff position is requested to assist with security on Court days.								
LIBRARY DEPARTMENT								
Librarian - Reference	E	0	0	0	1	1	\$	57,227
Library Assistant (Youth Services)	NE	0	0	0.5	0.5	0.5	\$	23,848
Library Assistant (Adult Services)	NE	0	0	1	1	1	\$	38,212
Subtotal Department		0	0	1.5	2.5	2.5	\$	119,287



UNFUNDED POSITIONS

FLSA Status	Unfunded & Unmet Needs	Future Needs					Financial Impact (Salary, Benefits, Training and Equipment)
		FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	

Justification: Currently, the Librarian - Adult Services, Director of Library Services and Assistant Director of Library Services cover the Reference Desk. A Librarian - Reference is needed to manage this division of the Library. The Reference Desk oversees 22 public computers, answers phone calls and helps customers who come into the Library looking for information, services and books. The Reference Desk instructs customers on how to use computers, databases and downloading eBooks/eAudiobooks onto their devices. Library customers are often not computer literate. A Reference Librarian would also be responsible for developing promotional materials that advertises classes, resources and events, as well as regularly completing a variety of statistical reports and visual presentations. These duties have had to be divided among those staff rotating at the desk. At present, the Reference Desk has one 19 hour/week Library Assistant assigned to the desk. A full-time Reference Librarian would ease staff shortages and improve customer service by assuring adequate desk coverage at all times allowing other leadership within the Library to focus on their duties and assignments.

It is requested that the existing Library Assistant I - Youth Services position be reclassified to full time. The Youth Service Department is one of the busiest areas in the Library and has worked hard to establish a strong relationship with schools and other organizations in our community. We not only serve those who visit us in-house, but increasingly we receive requests from community organizations to provide service and educate them on what the Library has to offer. We also have a very high circulation of Youth library materials. Youth Librarians must research current trends in education and early literacy skills. It takes a great deal of time to do the research and locate materials that support this very important mission. We hope to develop new programs, especially for our homeschool families. With current staffing levels, we are sometimes put in a position of having to rethink our priorities with the potential of neglecting an important program or service. With this reclassification, the Youth Librarians would have more time for collection and program development. In addition to providing needed public desk coverage, the Library Assistant could keep social media/website updated. A Library Assistant I - Adult Services is requested to assist with the stark increase in the number of In-house classes and events, and the attendance at these adult oriented programs in the past six (6) years. Comparing the total numbers of In-house adult classes and events from FY 2012/2013 (429) to FY 2017/2018 (1,195) there was a 178.55% increase. Attendance at these programs in FY 2012/2013 (3,360) to FY 2017/2018 (14,789) was 340.15% increase. Public libraries are gateways to their communities that provide a way for folks to connect with resources, learn new skills and meet others. The increase in attendance we see is evidence of the success the Adult Services Department is having in the community. More staff is needed to sustain this success.

INFORMATION TECHNOLOGY DEPARTMENT

Assistant Director of Technology and

Communications	E	0	0	0	Reclass	0	\$	5,825
Systems Administrator	E	0	0	0	0	Reclass	\$	5,825
Information Technology Support Specialist II	NE	0	0	0	Reclass	0	\$	5,825
Communications Specialist II/Public Information Officer	NE	0	0	0	Reclass	0	\$	5,825
Communications Specialist I	NE	0	0	Reclass	0	0	\$	5,825
Subtotal Department		0	0	0	0	0	\$	29,125

Justification: The positions of Assistant Director of Information Technology and Communications, Systems Administrator, IT Support Specialist II, Communication Specialist II/PIO and Communication Specialist I positions are not additional positions, but reclassifications for the future as department responsibilities increase.

PARKS & COMMUNITY SERVICES DEPARTMENT

Chemical Applicator & Irrigation Technician	NE	0	0	1	1	1	\$	44,727
Summer Parks Maintenance Worker	NE	0	0	0.25	0.25	0.25	\$	7,042
Subtotal Department		0	0	1.25	1.25	1.25	\$	51,769

Justification: The Chemical Applicator & Irrigation Technician is requested to augment the Parks Department. Specialization in irrigation will allow for scheduled checks and maintenance of the irrigation systems throughout our parks which can result in water savings. This additional position would relieve the Landscape Gardener and Parks Superintendent of irrigation and chemical spraying duties allowing them to focus on other parks' issues and their beautification. The Summer Parks Maintenance Worker position was unfunded in FY2020-21 and is needed to help keep the parks clean during the summer as well as assist with the Splash Pad.

POLICE

POLICE DEPARTMENT

Mental Health Police Officer	NE	0	1	2	2	2	\$	171,622
Police Officer (FY2022-23)	NE	0	0	2	2	2	\$	160,122
Police Officer (FY2023-24)	NE	0	0	0	3	3	\$	240,433
Police Officer (FY2024-25)	NE	0	0	0	0	3	\$	240,433
Subtotal Department		0	1	4	7	10	\$	812,610



								
UNFUNDED POSITIONS		Unfunded & Unmet Needs	Future Needs				Financial Impact (Salary, Benefits, Training and Equipment)	
	FLSA Status	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26		
Justification: Four (4) Police Officer positions were unfunded between FY2015-16, FY2016-17 and FY2017-18. It is requested that these four (4) positions be refunded so that the Police Department can achieving staffing as approved in the Strength of Force Classifications adopted by the City Council and Civil Service Commission. Eight (8) positions are being requested within the next five (5) years. These positions are needed to adequately staff shifts and to continue to provide the best quality of service and protection to the City of Watauga. Two (2) Mental Health Police Officer positions are requested to address the increasing number of non-law enforcement related issues including an increase in the number of mental health calls for persons in crisis.								
POLICE - ENVIRONMENTAL SERVICES								
Code Enforcement Officer	NE	0	1	1	1	1	\$	85,745
Subtotal Department		0	1	1	1	1	\$	85,745
Justification: The Code Enforcement Officer position has been requested to supplement existing staff that is overloaded with code enforcement claims. A fourth position will allow for a geographic division of the city between all of the Code staff which allows for case balance and provides the level of customer service that is expected to keep Watauga a safe and attractive City.								
PUBLIC WORKS DEPARTMENT								
PUBLIC WORKS - DEVELOPMENT SERVICES								
Building Official*	E	0	1	1	1	1	\$	84,406
Permit Technician*	NE	0	0	1	1	1	\$	49,715
Administrative Assistant - Public Works	NE	0	0	1	1	1	\$	49,091
Subtotal Department		0	1	3	3	3	\$	183,212
Justification: Funding for a Building Official is requested in FY2022-23. The position of Assistant Public Works Director/Building Official was created in FY2021-22. The incumbent would be performing both duties for a period of one year. The Development Services Division also desires to add an Administrative Assistant - Public Works. This position would be responsible for assisting the Director of Public Works with preparing grants, scanning data into Laserfische answering phones and scheduling meetings. This position would additionally coordinate with other divisions within Public Works as necessary to research and process transactions for the Planning & Zoning Division as well as fill in on the first floor with scanning construction applications into the MyGov system. A Permit Technician position is requested due to the work load placed on existing permitting staff. This position will be responsible for assisting clients with permit application, scanning documents to files, daily close-out of cash deposits, answering phones, generating monthly and yearly reports, public information request, generating work orders, single family registrations, special event permits and other duties assigned.								
PUBLIC WORKS - STREETS								
Streets Crew Leader	NE	0	0	2	2	2	\$	234,960
Equipment Operator (Streets)	NE	0	0	1	1	1	\$	52,776
Streets Maintenance Worker II	NE	0	0	1	1	1	\$	44,027
Streets Maintenance Worker I	NE	0	1.5	2.5	2.5	2.5	\$	101,933
Subtotal Department		0	1.5	6.5	6.5	6.5	\$	433,696
Justification: Three (3) Streets Maintenance Worker I postions were unfunded in FY2020-21 to assist with revenue losses. FTE 1.5 was funded in FY2021-22 and FTE 1.5 is requested for FY2022-23. As part of a department reorganization, they will create two street crews and need one additional Streets Equipment Operator. In addition, another FTE 1 Streets Maintenance Worker I and II are requested. The Public Works Streets division is requesting two Streets Crew Leader positions. This position shall lead the crew in the field make on-site decisions and prepare the employee for supervisory roles, as well as, being capable of operating heavy equipment and assisting in the daily operations of the Street Division.								
PUBLIC WORKS - FLEET MAINTENANCE								
Mechanic II	NE	0	1	1	1	1	\$	59,910
Subtotal Department		0	1	1	1	1	\$	59,910
Justification: The Mechanic II position was unfunded in FY2021-22 to allow for the creation of a Fleet Supervisor position. This position is scheduled to be added in FY2022-23.								
GENERAL FUND TOTAL		0	8.5	31.5	41.5	44.5	\$	3,229,207
SPECIAL REVENUE FUNDS								
FINANCE DEPARTMENT								
FINANCE - MUNICIPAL COURT SECURITY								
		0	0	0	0	0	\$	-
Subtotal Department		0	0	0	0	0	\$	-



		Unfunded & Unmet Needs	Future Needs					Financial Impact (Salary, Benefits, Training and Equipment)
UNFUNDED POSITIONS	FLSA Status	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26		
POLICE DEPARTMENT								
DISTRICT								
		0	0	0	0	0	\$	-
Subtotal Department		0	0	0	0	0	\$	-
POLICE - TRAFFIC SAFETY								
		0	0	0	0	0	\$	-
Subtotal Department		0	0	0	0	0	\$	-
Note: Resulting from the 86th Legislative Session, HB1631 banned Red Light Cameras causing a loss of revenue to the City requiring that a Police Sergeant and two Police Officer positions be moved to the general fund.								
ECONOMIC DEVELOPMENT CORPORATION								
		0	0	0	0	0	\$	-
Subtotal Department		0	0	0	0	0	\$	-
SPECIAL REVENUE FUNDS TOTAL								
		0	0	0	0	0	\$	-
ENTERPRISE FUNDS								
PUBLIC WORKS DEPARTMENT								
PUBLIC WORKS - DRAINAGE UTILITY								
Storm Drain Crew Leader	NE	0	0	1	1	1	\$	117,480
Storm Drain Maintenance Worker I	NE	0	0	1	1	1	\$	40,773
Subtotal Department		0	0	2	2	2	\$	158,253
Justification: The Storm Drain Utilities Division would like to expand its maintenance crew by 1 full time employee adding a Storm Drain Maintenance Worker I in order to maintain the highest level of service possible to the residents of Watauga. As part of a department reorganization, a Storm Drain Crew Leader is requested for this division which will allow a member in the field to make on-site decisions and prepare the employee for supervisory roles.								
PUBLIC WORKS - WATER DISTRIBUTION								
Utilites Crew Leader (Water)	NE	0	0	1	1	1	\$	117,480
Environmental Compliance Coordinator	NE	0	0	1	1	1	\$	66,182
Subtotal Department		0	0	2	2	2	\$	183,662
Justification: The Public Works Department desires to add a Environmental Compliance Coordinator position responsible for Water Conservations Requirements of TCEQ, MS4 Regulations and environmental stormwater reporting for construction projects. The Public Works Utilites Water Division is requesting a Utilities Crew Leader position which will have added responsibilities in the field to make on-site decisions and prepare the employee for supervisory roles.								
PUBLIC WORKS - SEWER COLLECTION								
Utilites Crew Leader (Wastewater)	NE	0	0	2	2	2	\$	117,480
Equipment Operator (Wastewater)*	NE	0	0	1	1	1	\$	52,776
Utilities Maintenance Worker II (Wastewater)	NE	0	1	1	1	1	\$	44,027
Utilities Maintenance Worker I (Wastewater)	NE	0	1	1	1	1	\$	40,773
Subtotal Department		0	2	5	5	5	\$	255,056
Justification: The Utilities Maintenance Worker II (Sewer) and Utilities Maintenance Worker I (Sewer) postions were unfunded in FY2020-21 to assist with revenue losses, but will be considered for funding in FY2022-23. The Public Works Utilites Water Division is requesting to create two (2) Wastewater Crews requiring an additional Equipment Operator (Wastewater) and two Utilities Crew Leader positions. These positions will have added responsibilities in the field to make on-site decisions and prepare the employee for supervisory roles.								
FINANCE - UTILITY BILLING & COLLECTIONS								
		0	0	0	0	0	\$	-
Subtotal Department		0	0	0	0	0	\$	-
ENTERPRISE FUNDS TOTAL								
		0	2	9	9	9	\$	596,971
TOTAL POSITIONS PER FISCAL YEAR								
		0	10.5	40.5	50.5	53.5	\$	3,826,178
TOTAL COST PER FISCAL YEAR								
			\$ 635,753	\$ 2,210,393	\$ 733,774	\$ 246,258		

* Funding for these positions is split amongst various funds

**Positions budgeted by Watauga Economic Development Corporation



AGENDA MEMORANDUM

DATE: August 30, 2021

TO: Honorable City Council Members

FROM: Marcia Reyna, Human Resources and Civil Service Director

THROUGH: Andrea Gardner, City Manager

SUBJECT: Consider action to adopt a Resolution by the City Council of the City of Watauga, Texas amending Policy 6.04, Classification and Compensation Plan, of the Personnel, Administration and Financial Policies and Procedures Manual; providing for repeal; providing for severability; and providing an effective date

BACKGROUND/INFORMATION:

City Administration wishes to revise current Policy 6.04 Classification and Compensation Plan to better define the criteria for establishing temporary assignment pay. *Section J. Temporary Assignment Pay* of the policy provides the procedures for determining temporary pay. The proposed policy states that when an employee serves in a temporary or interim position for at least thirty (30) days their pay will be increased by a minimum of 10% depending on the employee's knowledge, skills, abilities, experience, training, and education. The amount must be approved by the City Manager. The revised policy is attached as Exhibit A.

FINANCIAL IMPLICATIONS:

As included in the budget.

RECOMMENDATION/ACTION DESIRED:

City Administration requests that City Council approve resolution number 2021-043 amending Policy 6.04 Classification and Compensation Plan of the Personnel, Administration, Financial Policies and Procedures Manual.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Exhibit A 6.04 Classification and Compensation Plan - clean
2. Exhibit A 6.04 Classification and Compensation Plan -redline
3. Resolution Policy 6.04 Classification and Compensation Plan

REVIEWED BY:

Marcia Reyna, Human Resources and Civil Service Director	Approved - 8/30/2021
Caroline Kelley, Attorney	Approved - 9/3/2021
Andrea Gardner, City Manager	Final Approval - 9/3/2021



AGENDA MEMORANDUM

Approved as to form for inclusion on Agenda



CITY OF WATAUGA – PERSONNEL, ADMINISTRATION AND FINANCIAL POLICIES AND PROCEDURES MANUAL

POLICY TITLE	Classification and Compensation Plan
INITIAL EFFECTIVE DATE	October 24, 2016
LAST REVISION DATE	July 23, 2018
POLICY NUMBER	6.04

OBJECTIVE It is the policy of the City of Watauga to provide a systematic and organized approach for the administration of salaries for classified employees in a uniform, city-wide basis and to provide equitable and competitive compensation based on position classification, performance, and market analysis. It is the philosophy of the City to compensate employees in direct relation to the value of the position and their contributions to the success of the City and their department goals and objectives.

SCOPE This policy applies to all employees. Police Officers and Fire Fighters are subject to the applicable provisions of Texas Local Government Code Chapter 143, the Rules of the City of Watauga Firefighters and Police Officers Civil Service Commission, and the general and special orders of the Police and Fire Departments, which may incorporate some or all of the provisions of this policy.

POLICY

A. Definitions

1. **Regular Full-Time Employee:** Employees who are scheduled to work a full work week (40 hours/week) or a full work period on a regular basis and have successfully completed probation with the city. These employees are eligible for full benefits.
2. **Regular Part-Time Employee:** Employees who are scheduled to work less than a full work week schedule or less than a full work period and have successfully completed probation with the city. These employees whose positions are scheduled to work at least 1,000 hours per year (20 hours/week but less than 40 hours/week) must participate in TMRS retirement plan.
3. **Probationary Employee:** Full-time or part-time employees who have not yet completed their initial probationary period, which is generally six (6) months but may be extended

up to one (1) year from hire date. Probationary employees can be either full-time or part-time. See **Policy 3.03 Probation Period**.

4. **Temporary Employee:** Full-time or part-time employees who are hired for a specific period of time, determined at the onset of employment and is usually twelve (12) months or less. Part-time employees whose function is to supplement the regular work force on a sporadic as-needed basis. Employees must work less than 1,000 hours per calendar year (19 hours/week or less). Temporary employees do not accrue benefits however; they must participate in the Part-time, Temporary, or Seasonal (PTS) retirement plan through the city's PARS (Public Agency Retirement Service) provider.
5. **Dual Employment:** No employee may hold more than one position within the City of Watauga at any given time.
6. **Range:** A designation within the structure; linked through the midpoint (control point) to the external prevailing wage; all positions within an assigned grade have similar relative internal and external value.
7. **Minimum:** Typically the rate at which an employee is paid who has acquired the minimum qualifications.
8. **Midpoint:** Statistical average of the surveyed data for positions assigned to that grade. Calculation = (Minimum + Maximum)/2
9. **Maximum:** Typically the maximum value of a position and above which an incumbent's pay should not exceed; long-tenured staff with little position movement typically will have a pay rate toward the top end of the assigned grade.
10. **Exempt Position:** Positions paid on a salaried basis as determined by Human Resources based on job analysis to ensure compliance with Fair Labor Standards Act (FLSA). Exempt from coverage of the overtime rule; therefore not eligible for compensation for hours worked in excess of 40 in the work week.
11. **Non-Exempt Position:** Positions paid on an hourly basis as determined by Human Resources based on job analysis to ensure compliance with Fair Labor Standards Act (FLSA). Compensation of all hours worked including hours in excess of 40 in a work week either through overtime (time and ½) or compensatory time.

B. City of Watauga Classification and Compensation Plan

1. The Human Resources Department maintains the City's Classification and Compensation Plan. The plan includes the positions and salary ranges for all employees of the City of Watauga. When extensive changes occur, Department Directors may submit written requests to the City Manager through the Director of Human Resources to reclassify current position(s). **Policy 6.06 Position Classification and Evaluation** provides direction regarding the reclassification process.
2. The administration of the pay system is under the direction of the Director of Human Resources, who is responsible for the following:
 - a. Communication of pay issues with the workforce, including training, orientation and other processes.
 - b. Conducting salary surveys annually to adjust the salary structure as established through budgetary guidelines and eligibility criteria.
 - c. Utilizing comparator cities adopted by the City Council to evaluate compensation for its Non-Civil Service (Exempt/ Non-Exempt) and Civil Services positions.
3. The classification plan comprises a list of job titles supported by written job descriptions setting forth the duties and responsibilities of each job and the qualifications necessary for appointment to a position of that job. The classification plan shall:
 - a. Provide equal pay for equal work under the provisions of the Equal Pay Act.
 - b. Establish qualification requirements for recruiting applicants.
 - c. Provide supervisors with a means of analyzing work distribution, areas of responsibility, lines of authority and other relationships between positions.
 - d. Assist departments in determining budget requirements.
 - e. Provide a basis for developing standards of work performance.
 - f. Provide uniform titles for positions.

C. Employee Compensation

1. Compensation Plan
 - a. The Human Resources Department maintains the compensation plan. The plan includes a schedule listing pay at the minimum, midpoint and maximum for each salary range. The minimum represents the minimum salary level for a new employee meeting the minimum qualifications of the job.

- b. Salaries are listed on an annual, monthly and hourly basis for both exempt and non-exempt positions. Part-time employees are classified as non-exempt.

2. Starting Salary

New employees meeting the minimum job requirements are hired at the “minimum” salary. There may be circumstances where a new employee offers an unusual skill level, the number of qualified applicants is lacking, or there may be market conditions or specific job duties requiring higher compensation levels, in which the employee may be offered compensation above the “minimum,” contingent upon available funding. Starting salaries above the minimum require the approval of the City Manager.

3. Changes in Compensation

The City Manager must authorize all salary adjustments, except for adjustments to zero during a separation of employment. The City Council must authorize compensation adjustments for the City Manager.

The City Manager is prohibited from authorizing any change in any employee's salary or wages that exceeds the pay ranges approved in the Classification Plan that has been approved by the City Council. Any change in salary or wages outside of the Classification Plan requires the prior consent and approval of the City Council in an open meeting.

The following types of increases may be given as approved through the budgetary process.

a. Merit Increase

The compensation plan is designed to allow pay increases to employees rewarding ability, education and efficiency with consideration given to market factors for each job. Dependent upon budgetary appropriations individual increases may be granted upon recommendation of Department Directors, who shall give careful consideration to the performance record of each employee. Merit increases are given to an employee based on an assessment of their work performance based on their annual written performance evaluation.

The amount of merit increase is determined annually through the budgeting process. The schedule for the ratings is determined by the City Manager using this format:

Rating:

Exceeds Expectations

Meets Expectations

Needs Improvement

b. Market Increase

Market increases are based on results of an annual compensation market study. It occurs when an assigned grade of the job is adjusted to a grade higher and the affected position's current salary falls below the minimum of the new grade.

c. Across-the-Board Pay Rate Increases

Across-the-board pay rate increases occur at the beginning of the fiscal year if approved by City Council. Typically, these types of increases are given as Cost of Living Adjustment (COLA). A COLA adjusts salaries based on changes in the Consumer Price Index or some other measurement.

d. Equity Adjustment

Equity adjustments are intended to correct a pay disparity within a job classification. Equity adjustments will be made on a case-by-case basis and must be approved by the City Manager subject to fund availability.

Employees under active disciplinary action may have their increases withheld until performance returns to acceptable standards. These will be reviewed by the Department Director and City Manager on case-by-case. This section does not apply to Civil Service employees.

D. Promotions

If an employee is promoted to another classification in a higher salary range, the employee's rate of pay may be increased in accordance with the same criteria outlined for new hires in **Section C. 2. Starting Salary** of this policy. In no case shall the employee's rate of pay be less than the minimum of the higher pay range. **See Section 3.02 Selection Process, D. Promotions** for more information.

E. Demotions

1. An employee who is either voluntarily or involuntarily demoted to a classification with a lower pay range or lower maximum salary shall have their salary reduced by a minimum of 5% unless otherwise authorized by the City Manager.
2. The salary for employees receiving voluntary or involuntary demotions must be placed below the maximum pay level of the assigned salary range.

3. **See Policy 3.02 Selection Process, F. Demotions** and **Policy 11.01 Discipline Section B.5. Demotions** for more information.

F. Lateral Transfers

1. When an employee applies and is selected for a position in the same salary range this is considered a lateral transfer. In most cases of lateral transfers, the employee's rate of pay will remain unchanged unless otherwise authorized by the City Manager.
2. **See Section 3.02 Selection Process, E. Lateral Transfers** for more information.

G. Compensation At or Exceeding Top of Pay Range

Employees whose base salary is at, or exceeds, the maximum of their pay range, shall receive an annual one time lump sum in lieu of any across-the-board or merit increases. Lump sum payments shall be approved by the City Manager. The lump sum payment shall not be included in the employee's annual salary. As such, it will not be considered in calculating any rate-based pay increases, determining the amount of life insurance or disability insurance provided to the employee by the City or any other salary-based considerations unless required by law or City policy.

H. Completion of Probationary Period Increase

A newly hired or promoted employee who successfully completes the six (6) month probationary period may be authorized an increase up to five percent (5%) of their salary by their respective Department Director as approved by the City Manager.

I. Compensation for Supervisors

All supervisors shall be paid at a higher rate than their subordinates. In the event that a supervisor is paid a rate of pay equal to or less than one or more of their assigned subordinates, the supervisor shall be advanced to a rate of pay five percent (5%) higher than any subordinate.

J. Temporary Assignment Pay

An employee who is required to serve in a position of a higher classification shall receive a minimum of ten percent (10%) above the present salary of the employee as approved by the City Manager. The amount will be based on the employee's knowledge, skills, abilities, experience, training, and education.

The following must occur to qualify for the higher pay:

1. The employee must be able to perform the duties of the position of higher classification.
2. The employee is asked to serve in a position of a higher classification.
3. The employee accepts the responsibility for work in a higher position.
4. The assignment to a higher class position is regular and continuous in character for at least thirty (30) days.
5. The assignment is approved by the Department Director. If it is a Department Director position, the City Manager or their designee will make the determination.

Duty Assignments for Civil Service employees are governed by Chapter 143 of the Local Government Code and the City of Watauga Firefighters' and Police Officers' Civil Service Rules and Regulations, Chapter 7.

An employee may be temporarily assigned to the work of any position of the same or lower class grade without change in pay.

K. Sign-on Bonuses

Police Officer applicants who are certified Peace Officers and meet the qualifications and requirements of the Watauga Police Department may receive a sign-on bonus. The amount will be subject to available funds. Applicants will receive half of the bonus at the time of hire. The other half will be paid upon successful completion of the Field Training Officer (FTO) program.

L. Employee Recruitment Compensation

Employees who expend time and effort to recruit prospective Police Officer applicants, who possess the credentials of being a certified peace officer in Texas and who meet the qualifications and requirements of the Watauga Police Department, may receive Employee Recruitment Compensation. The amount will be subject to available funds.

The following policies apply:

1. The Police Applicant Candidate must be hired by the City of Watauga Police Department and successfully complete the Field Training Officer (FTO) program. Once this is satisfied, the recruiting employee will be eligible to receive Employee Recruitment Compensation.
2. The recruiting employee must complete and submit the Police Candidate Recruitment Form (**See Appendix A**) to Human Resources prior to the date the applicant takes the department entrance examination.
3. The recruiting employee must be employed with the City of Watauga to receive Employee Recruitment Compensation.
4. The first employee to complete the Police Candidate Recruitment Form will be the only employee eligible for payment.
5. All information regarding the hiring decision will remain strictly confidential.



Police Candidate Recruitment Form

Entrance Examination Date: _____

Police Candidate's Name: _____

Date Candidate Applied: _____

Recruiting Employee's Name: _____

Recruiting Employee's Phone Number: _____

I have read and understand the City of Watauga policy *Employee Recruitment Compensation* found in Policy 6.04 Classification and Compensation Plan, Section L.

Recruiting Employee's Signature

Date

INTERNAL USE ONLY

Date form was received: _____ HR Initials: _____

Was candidate hired by WPD? Yes No (Circle)

Date of Hire: _____ HR Initials: _____

Date Candidate completed Field Training Officer Program: _____

Payroll Date for Employee Recruitment Compensation: _____

Approved Amount: _____

Approvals:

HR Director

Date

City Manager

Date



CITY OF WATAUGA – PERSONNEL, ADMINISTRATION AND FINANCIAL POLICIES AND PROCEDURES MANUAL

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POLICY NUMBER	6.04

OBJECTIVE It is the policy of the City of Watauga to provide a systematic and organized approach for the administration of salaries for classified employees in a uniform, city-wide basis and to provide equitable and competitive compensation based on position classification, performance, and market analysis. It is the philosophy of the City to compensate employees in direct relation to the value of the position and their contributions to the success of the City and their department goals and objectives.

SCOPE This policy applies to all employees. Police Officers and Fire Fighters are subject to the applicable provisions of Texas Local Government Code Chapter 143, the Rules of the City of Watauga Firefighters and Police Officers Civil Service Commission, and the general and special orders of the Police and Fire Departments, which may incorporate some or all of the provisions of this policy.

POLICY

A. Definitions

1. **Regular Full-Time Employee:** Employees who are scheduled to work a full work week (40 hours/week) or a full work period on a regular basis and have successfully completed probation with the city. These employees are eligible for full benefits.
2. **Regular Part-Time Employee:** Employees who are scheduled to work less than a full work week schedule or less than a full work period and have successfully completed probation with the city. These employees whose positions are scheduled to work at least 1,000 hours per year (20 hours/week but less than 40 hours/week) must participate in TMRS retirement plan.
3. **Probationary Employee:** Full-time or part-time employees who have not yet completed their initial probationary period, which is generally six (6) months but may be extended

up to one (1) year from hire date. Probationary employees can be either full-time or part-time. See **Policy 3.03 Probation Period**.

4. **Temporary Employee:** Full-time or part-time employees who are hired for a specific period of time, determined at the onset of employment and is usually twelve (12) months or less. Part-time employees whose function is to supplement the regular work force on a sporadic as-needed basis. Employees must work less than 1,000 hours per calendar year (19 hours/week or less). Temporary employees do not accrue benefits however; they must participate in the Part-time, Temporary, or Seasonal (PTS) retirement plan through the city's PARS (Public Agency Retirement Service) provider.
5. **Dual Employment:** No employee may hold more than one position within the City of Watauga at any given time.
6. **Range:** A designation within the structure; linked through the midpoint (control point) to the external prevailing wage; all positions within an assigned grade have similar relative internal and external value.
7. **Minimum:** Typically the rate at which an employee is paid who has acquired the minimum qualifications.
8. **Midpoint:** Statistical average of the surveyed data for positions assigned to that grade. Calculation = (Minimum + Maximum)/2
9. **Maximum:** Typically the maximum value of a position and above which an incumbent's pay should not exceed; long-tenured staff with little position movement typically will have a pay rate toward the top end of the assigned grade.
10. **Exempt Position:** Positions paid on a salaried basis as determined by Human Resources based on job analysis to ensure compliance with Fair Labor Standards Act (FLSA). Exempt from coverage of the overtime rule; therefore not eligible for compensation for hours worked in excess of 40 in the work week.
11. **Non-Exempt Position:** Positions paid on an hourly basis as determined by Human Resources based on job analysis to ensure compliance with Fair Labor Standards Act (FLSA). Compensation of all hours worked including hours in excess of 40 in a work week either through overtime (time and ½) or compensatory time.

B. City of Watauga Classification and Compensation Plan

1. The Human Resources Department maintains the City's Classification and Compensation Plan. The plan includes the positions and salary ranges for all employees of the City of Watauga. When extensive changes occur, Department Directors may submit written requests to the City Manager through the Director of Human Resources to reclassify current position(s). **Policy 6.06 Position Classification and Evaluation** provides direction regarding the reclassification process.
2. The administration of the pay system is under the direction of the Director of Human Resources, who is responsible for the following:
 - a. Communication of pay issues with the workforce, including training, orientation and other processes.
 - b. Conducting salary surveys annually to adjust the salary structure as established through budgetary guidelines and eligibility criteria.
 - c. Utilizing comparator cities adopted by the City Council to evaluate compensation for its Non-Civil Service (Exempt/ Non-Exempt) and Civil Services positions.
3. The classification plan comprises a list of job titles supported by written job descriptions setting forth the duties and responsibilities of each job and the qualifications necessary for appointment to a position of that job. The classification plan shall:
 - a. Provide equal pay for equal work under the provisions of the Equal Pay Act.
 - b. Establish qualification requirements for recruiting applicants.
 - c. Provide supervisors with a means of analyzing work distribution, areas of responsibility, lines of authority and other relationships between positions.
 - d. Assist departments in determining budget requirements.
 - e. Provide a basis for developing standards of work performance.
 - f. Provide uniform titles for positions.

C. Employee Compensation

1. Compensation Plan
 - a. The Human Resources Department maintains the compensation plan. The plan includes a schedule listing pay at the minimum, midpoint and maximum for each salary range. The minimum represents the minimum salary level for a new employee meeting the minimum qualifications of the job.

- b. Salaries are listed on an annual, monthly and hourly basis for both exempt and non-exempt positions. Part-time employees are classified as non-exempt.

2. Starting Salary

New employees meeting the minimum job requirements are hired at the “minimum” salary. There may be circumstances where a new employee offers an unusual skill level, the number of qualified applicants is lacking, or there may be market conditions or specific job duties requiring higher compensation levels, in which the employee may be offered compensation above the “minimum,” contingent upon available funding. Starting salaries above the minimum require the approval of the City Manager.

3. Changes in Compensation

The City Manager must authorize all salary adjustments, except for adjustments to zero during a separation of employment. The City Council must authorize compensation adjustments for the City Manager.

The City Manager is prohibited from authorizing any change in any employee's salary or wages that exceeds the pay ranges approved in the Classification Plan that has been approved by the City Council. Any change in salary or wages outside of the Classification Plan requires the prior consent and approval of the City Council in an open meeting.

The following types of increases may be given as approved through the budgetary process.

a. Merit Increase

The compensation plan is designed to allow pay increases to employees rewarding ability, education and efficiency with consideration given to market factors for each job. Dependent upon budgetary appropriations individual increases may be granted upon recommendation of Department Directors, who shall give careful consideration to the performance record of each employee. Merit increases are given to an employee based on an assessment of their work performance based on their annual written performance evaluation.

The amount of merit increase is determined annually through the budgeting process. The schedule for the ratings is determined by the City Manager using this format:

Rating:

Exceeds Expectations

Meets Expectations

Needs Improvement

b. Market Increase

Market increases are based on results of an annual compensation market study. It occurs when an assigned grade of the job is adjusted to a grade higher and the affected position's current salary falls below the minimum of the new grade.

c. Across-the-Board Pay Rate Increases

Across-the-board pay rate increases occur at the beginning of the fiscal year if approved by City Council. Typically, these types of increases are given as Cost of Living Adjustment (COLA). A COLA adjusts salaries based on changes in the Consumer Price Index or some other measurement.

d. Equity Adjustment

Equity adjustments are intended to correct a pay disparity within a job classification. Equity adjustments will be made on a case-by-case basis and must be approved by the City Manager subject to fund availability.

Employees under active disciplinary action may have their increases withheld until performance returns to acceptable standards. These will be reviewed by the Department Director and City Manager on case-by-case. This section does not apply to Civil Service employees.

D. Promotions

If an employee is promoted to another classification in a higher salary range, the employee's rate of pay may be increased in accordance with the same criteria outlined for new hires in **Section C. 2. Starting Salary** of this policy. In no case shall the employee's rate of pay be less than the minimum of the higher pay range. **See Section 3.02 Selection Process, D. Promotions** for more information.

E. Demotions

1. An employee who is either voluntarily or involuntarily demoted to a classification with a lower pay range or lower maximum salary shall have their salary reduced by a minimum of 5% unless otherwise authorized by the City Manager.
2. The salary for employees receiving voluntary or involuntary demotions must be placed below the maximum pay level of the assigned salary range.

3. **See Policy 3.02 Selection Process, F. Demotions** and **Policy 11.01 Discipline Section B.5. Demotions** for more information.

F. Lateral Transfers

1. When an employee applies and is selected for a position in the same salary range this is considered a lateral transfer. In most cases of lateral transfers, the employee's rate of pay will remain unchanged unless otherwise authorized by the City Manager.
2. **See Section 3.02 Selection Process, E. Lateral Transfers** for more information.

G. Compensation At or Exceeding Top of Pay Range

Employees whose base salary is at, or exceeds, the maximum of their pay range, shall receive an annual one time lump sum in lieu of any across-the-board or merit increases. Lump sum payments shall be approved by the City Manager. The lump sum payment shall not be included in the employee's annual salary. As such, it will not be considered in calculating any rate-based pay increases, determining the amount of life insurance or disability insurance provided to the employee by the City or any other salary-based considerations unless required by law or City policy.

H. Completion of Probationary Period Increase

A newly hired or promoted employee who successfully completes the six (6) month probationary period may be authorized an increase up to five percent (5%) of their salary by their respective Department Director as approved by the City Manager.

I. Compensation for Supervisors

All supervisors shall be paid at a higher rate than their subordinates. In the event that a supervisor is paid a rate of pay equal to or less than one or more of their assigned subordinates, the supervisor shall be advanced to a rate of pay five percent (5%) higher than any subordinate.

J. Temporary Assignment Pay

An employee who is required to serve in a position of a higher classification shall receive ~~either the minimum salary of the position or up to~~ a minimum of ten percent (10%) above the present salary of the employee as approved by the City Manager. **The amount will be based on the employee's knowledge, skills, abilities, experience, training, and education.**

The following must occur to qualify for the higher pay:

1. The employee must be able to perform the duties of the position of higher classification.
2. The employee is asked to serve in a position of a higher classification.
3. The employee accepts the responsibility for work in a higher position.
4. The assignment to a higher class position is regular and continuous in character for at least thirty (30) days.
5. The assignment is approved by the Department Director. If it is a Department Director position, the City Manager or their designee will make the determination.

Duty Assignments for Civil Service employees are governed by Chapter 143 of the Local Government Code and the City of Watauga Firefighters' and Police Officers' Civil Service Rules and Regulations, Chapter 7.

An employee may be temporarily assigned to the work of any position of the same or lower class grade without change in pay.

K. Sign-on Bonuses

Police Officer applicants who are certified Peace Officers and meet the qualifications and requirements of the Watauga Police Department may receive a sign-on bonus. The amount will be subject to available funds. Applicants will receive half of the bonus at the time of hire. The other half will be paid upon successful completion of the Field Training Officer (FTO) program.

L. Employee Recruitment Compensation

Employees who expend time and effort to recruit prospective Police Officer applicants, who possess the credentials of being a certified peace officer in Texas and who meet the qualifications and requirements of the Watauga Police Department, may receive Employee Recruitment Compensation. The amount will be subject to available funds.

The following policies apply:

1. The Police Applicant Candidate must be hired by the City of Watauga Police Department and successfully complete the Field Training Officer (FTO) program. Once this is satisfied, the recruiting employee will be eligible to receive Employee Recruitment Compensation.
2. The recruiting employee must complete and submit the Police Candidate Recruitment Form (**See Appendix A**) to Human Resources prior to the date the applicant takes the department entrance examination.
3. The recruiting employee must be employed with the City of Watauga to receive Employee Recruitment Compensation.
4. The first employee to complete the Police Candidate Recruitment Form will be the only employee eligible for payment.
5. All information regarding the hiring decision will remain strictly confidential.



Police Candidate Recruitment Form

Entrance Examination Date: _____

Police Candidate's Name: _____

Date Candidate Applied: _____

Recruiting Employee's Name: _____

Recruiting Employee's Phone Number: _____

I have read and understand the City of Watauga policy *Employee Recruitment Compensation* found in Policy 6.04 Classification and Compensation Plan, Section L.

Recruiting Employee's Signature

Date

INTERNAL USE ONLY

Date form was received: _____ HR Initials: _____

Was candidate hired by WPD? Yes No (Circle)

Date of Hire: _____ HR Initials: _____

Date Candidate completed Field Training Officer Program: _____

Payroll Date for Employee Recruitment Compensation: _____

Approved Amount: _____

Approvals:

HR Director

Date

City Manager

Date

**CITY OF WATAUGA, TEXAS
RESOLUTION NO. 2021-043**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY
OF WATAUGA, TEXAS AMENDING POLICY 6.04,
CLASSIFICATION AND COMPENSATION PLAN, OF
THE PERSONNEL, ADMINISTRATION AND FINANCIAL
POLICIES AND PROCEDURES MANUAL; PROVIDING
FOR REPEAL; PROVIDING FOR SEVERABILITY; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, Article III, Section 3.07(m) of the Home Rule Charter of the City of Watauga, Texas (hereinafter “the City”) provides that the City Council fix the salaries and compensation of the city officers and employees and establish qualifications, rules and standards of and for all employees of the City; and

WHEREAS, the City Council wishes to revise current Policy 6.04, Classification and Compensation Plan, to better define the criteria for establishing temporary assignment pay; and

WHEREAS, the City Council desires to establish a minimum percent salary increase for employees serving in positions of a higher classification than their previous positions when so serving in a temporary or interim capacity for at least thirty (30) days; and

WHEREAS, the City Council desires that the City take into consideration an employee’s knowledge, skills, ability, experience, training and education in setting salaries for employees serving in temporary assignments; and

WHEREAS, the City Council desires to amend the Temporary Assignment Pay requirements of Policy 6.04, Classification and Compensation Plan, to effectuate these salary requirements and considerations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS AS FOLLOWS:

I.

The City Council of the City of Watauga hereby finds that the statements set forth in the recitals of this Resolution are true and correct and hereby incorporates such recitals as a part of this Resolution.

II.

Policy 6.04, Classification and Compensation Plan, of the City's Personnel, Administration and Financial Policies and Procedures Manual as set forth in Exhibit "A" attached hereto and incorporated by reference, is hereby amended.

III.

This Resolution shall be and is hereby cumulative of all other Resolutions of the City of Watauga, Texas, and this Resolution shall not operate to repeal or affect any such other Resolutions except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Resolution, in which event, such conflicting provisions, if any, in such other Resolutions are hereby repealed.

IV.

If any section, sub-section, sentence, clause, or phrase of this Resolution shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of the Resolution.

V.

This Resolution shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Section 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the 13th day of September, 2021.

APPROVED:

ARTHUR L. MINER, Mayor

ATTEST:

ANDREA GARDNER, City Secretary

APPROVED AS TO FORM AND LEGALITY:

CAROLINE KELLEY, City Attorney



AGENDA MEMORANDUM

DATE: August 17, 2021

TO: Honorable City Council Members

FROM: Randy Richards, Building Official
Paul Hackleman, Director of Public Works

SUBJECT: Public hearing to receive comments for or against a request for a zoning change from (LB) Local Business District to (C) Commercial District for property located at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition, located north of Chapman Road and east of Denton Highway; and consider action on the Planning and Zoning Commission's final report and an ordinance authorizing a zoning map amendment for such property; changing the zoning classification of said property from Local Business (LB) District to Commercial (C) District; amending the zoning map; providing for repeal; providing for severability; providing a penalty and providing an effective date

BACKGROUND/INFORMATION:

The property, commonly known as 6700 Denton Highway, is currently zoned (LB) Local Business. The applicant is requesting the zoning change in efforts to allow more uses and be more business friendly. The zoning change request and land use is consistent with the surrounding districts allowing for commercial development and meets the Comprehensive Land Use Plan.

Properties adjacent to 6700 Denton Highway	Zoning	Current Land Use
North	CF	Church
South	LB	Auto Sales
East	SF6	Residential
West	PD	Park Vista Townhomes

The Planning and Zoning recommendation will go before the City Council during their regular meeting in September.

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:



AGENDA MEMORANDUM

Staff respectfully recommends the Council consider the comments received during the public hearing and staff recommendation of rezoning the property located at 6700 Denton Highway from (LB) Local Business to (C) Commercial

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. ORDINANCE No 2021-045 - Case 21-02 - Zoning Change - 6700 Denton Hwy
2. Background: PZ Application - 6700 Denton Hwy
3. Background: ALTA Survey-0521000756-Watauga, TX-032621-CC
4. Background: 6700 Denton Hwy - Response Received
5. Background: 8.26.2021 Final Report - Z.21-02 from LB to C 6700 Denton HW, Greenfield Village Addition
6. Background: FWST Order Confirmation - PH Notice - IPL0038982
7. Background: Public Hearing 200 ft notice - 6700 Denton Hwy - Greenfield Village
8. Background: 6700 Denton Hwy - 200 ft. notices mailed - Spreadsheet
9. Background: FWST Affidavit of Publication - IPL0034800

REVIEWED BY:

Paul Hackleman, Director of Public Works
Caroline Kelley, Attorney
Andrea Gardner, City Manager

Approved - 9/2/2021
Approved - 9/8/2021
Final Approval - 9/8/2021

Approved as to form for inclusion on Agenda

**CITY OF WATAUGA, TEXAS
ORDINANCE NO. 2021-045**

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS AUTHORIZING A ZONING MAP AMENDMENT FOR THE PROPERTY DESCRIBED AS GREENFIELD VILLAGE ADDITION, BLOCK 23R AND ADDRESSED AS 6700 DENTON HIGHWAY; CHANGING THE ZONING CLASSIFICATION OF SAID PROPERTY FROM LOCAL BUSINESS (LB) DISTRICT TO COMMERCIAL (C) DISTRICT; AMENDING THE ZONING MAP; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING A PENALTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, InvMax LLC (the “Owner”) owns land addressed as 6700 Denton Highway, commonly known as the Greenfield Plaza Shopping Center, located to the North of Chapman Road and east of Denton Highway and described as Greenfield Village Addition, Block 23R, located in the City of Watauga, Tarrant County, Texas; and

WHEREAS, the City of Watauga has adopted a comprehensive zoning ordinance providing for the development of the City (hereinafter “Zoning Chapter”); and

WHEREAS, the Property is presently zoned with the classification of Local Business (LB) District; and

WHEREAS, the Owner of the Property has made proper application to the City of Watauga to change the zoning classification of the Property from Local Business (LB) District to Commercial (C) District; and

WHEREAS, after notice required by law including the City of Watauga Zoning Chapter, the City of Watauga Planning and Zoning Commission held a public hearing regarding said request for zoning change and issued its final report to the City Council of the City of Watauga; and

WHEREAS, all requirements of the Zoning Chapter pertaining to zoning map amendments have been met; and

WHEREAS, the City Council of the City of Watauga has determined that adoption of this ordinance is in the interest of the general health, safety, and welfare of the community; and

WHEREAS, the zoning change is in general conformance with the comprehensive plan of the City; and

WHEREAS, the City Council of the City of Watauga, Texas has considered the application and the materials presented and referenced herein and now deems it appropriate to grant such requested zoning map amendment.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Watauga, Texas that:

I.

The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

II.

The zoning classification of the Property is hereby changed from Local Business (LB) District to Commercial (C) District.

III.

The Zoning Map of City of Watauga, Texas shall be revised and amended to show the zoning classification of the Property as provided in Section II hereof, with the appropriate reference thereon to the number and effective date of this Ordinance.

IV.

This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Watauga, Texas, and this Ordinance shall not operate to repeal or affect any of such other ordinances, except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other ordinance(s) are hereby repealed.

V.

If any section, sub-section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

VI.

It shall be unlawful for any person to violate any provision of this Ordinance. Any person who violates, or any person who causes or allows another person to violate, any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than Two Thousand Dollars (\$2000.00). Each occurrence of any violation of this Ordinance shall constitute a separate offense. Each day in which any violation of this Ordinance occurs shall constitute a separate offense.

VII.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas, the 13th day of September, 2021.

APPROVED:

ARTHUR L. MINER, MAYOR

ATTEST:

ANDREA GARDNER, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

RUSSELL RODRIGUEZ HYDE BULLOCK, LLP
CAROLINE KELLEY, CITY ATTORNEY



Planning & Zoning Application

CASE NO. 21-02 P&Z Fee: \$600.00 Date Paid: 7/24/2021 Receipt #: 21-00741

SELECT ZONING APPLICATION TYPE:

☒ Zoning Change

☐ Specific Use Permit

☐ Planned Development

DEVELOPMENT INFORMATION

Project Address: 6700 Denton highway, watauga TX 76148

Project Name: Green field plaza

Legal Description: (Abstract) _____ (Tract) _____ (Block) 23-R (Lot) _____

(Survey) _____ (Addition) Greenfield Village

Current Zoning: Local Business (LB) Proposed Zoning: Commercial (C)

Current Use: shopping center Proposed Use: shoppin center

IF PROPERTY IS NOT PLATTED, PLEASE PROVIDE METES AND BOUNDS DESCRIPTION.

OWNER INFORMATION

NAME: INVMax LLC [Signature]

ADDRESS: 2800 S pipeline Rd Euless, TX 76040

PHONE: 682-738-6444 EMAIL: Ali@InvMax.com

I certify I have given my permission to the below representative to act on my behalf for zoning, specific use permit, platting or variance/special exception cases [Signature]

Owner Signature

For additional owners, please include additional copies of this page. The property owner may sign the application or submit a notarized letter of authorization. *Applicant, owner, and grantee of the specific use permit shall accept and agree to be bound by and comply with the written requirements of the specific use permit as attached to the site plan drawing and recommendation by the planning and zoning commission and approved by the city council.

REPRESENTATIVE/AGENT INFORMATION

NAME: _____

Please Print

Agent Signature*

BUSINESS NAME (If applicable): _____

Agent Title*

BUSINESS ADDRESS: _____

PHONE: _____ EMAIL: _____



Planning & Zoning Application

CERTIFICATION

I certify that the above information is correct and complete to the best of my knowledge and ability, and that I will be fully prepared to present the proposal at a Planning and Zoning Commission and City Council public hearing. I reserve the right to withdraw this proposal at any time by filing a written request with the Development Services Division.

*Application will be considered filed when project is set on an appropriate agenda.

InvMax LLC 7/22/21 [Signature]
Owner Name (Print) Date Owner Signature

Agent Name (Print) Date Agent Signature

State of Texas

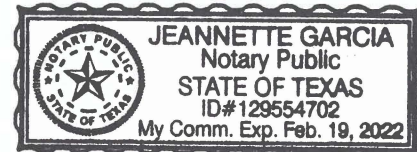
County of Tarrant

Before me, Jeannette Garcia the undersigned authority, on this day personally appeared Ali Behzadyour known to me, or proved to me on the oath of _____ or through Drivers License Verification, to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of the office this 26 day of July, 2021

[Signature]
Signature of Notary Public

My commission expires the 19 day of February, 2022



APPLICATION SUBMITTAL REQUIREMENTS

The following items are required with all types of applications:

- ☒ Zoning Application form (this form)
- ☒ Application filing fee (Non-refundable) \$600 – Zoning Change; \$600 – Planned Development; \$600 – Specific Use Permit, plus costs incurred by the City for postage, mailing, copying and other related expenses. \$150 - Specific Use Permit related to childcare in residential districts, plus costs incurred by the City for postage, mailing, copying and other related expenses.
- ☐ One 11"x17" copy of the subdivision Plat (If property is platted).
- ☐ One digital (PDF) copy of subdivision plat (if property is platted).
- ☐ If request is for (i) a portion of a platted lot, or (ii) an un-platted lot, surveyed site boundary dimensions (metes and bounds) and gross acreage determined by licensed surveyor must be provided electronically in Microsoft Word format and in paper copy.
- ☐ Original paid receipt or tax certificate indicating that property taxes have been paid for the property. The certificate may be obtained for a fee from the Tarrant County Tax Office at 100 E. Weatherford Street in downtown Fort Worth.
- ☐ Completed trip generation data form, if requested by the Director of Public Works or their designee. This will be used to determine if a traffic impact analysis will be required for the development.
- ☐ If the ownership does not match the ownership on the Tarrant County Appraisal District website, a warranty deed or corporate resolution stating who may act on behalf of the company stating "The company approves the application and agent" shall be submitted with this application. Please verify ownership prior to submitting the application.
- ☐ Additional information may be requested by the Development Review Team if deemed essential for review and consideration by Planning and Zoning Commission and City Council.
- ☐ Additional application submittal requirements, based on the specific type of application (see below).

ZONING CHANGE

- ☒ Three (3) copies of a zoning exhibit indicating the proposed land area of the zoning request. The exhibit must show the abutting properties, adjacent streets, and all structures on the property. A copy of a property survey less than two years old will satisfy this requirement.
- ☒ One digital (PDF) copy of the zoning exhibit.

SPECIFIC USE PERMIT

- ☐ A written statement describing what is to be achieved in the development proposal for the property.
- ☐ Electronic copy of a site plan showing the items indicated in the technical requirements described below for **SITE PLAN**.

PLANNED DEVELOPMENT

- ☐ A written statement describing what the applicant wants to achieve in the development of the property and how the proposal conforms to the development standards established in Section 115-62 (12) PD Planned Development District of the Zoning chapter. This statement should be prepared as a narrative description of the character of the proposed development and rationale behind the assumptions and choices made by the applicant, including the use and ownership of open spaces. This is the applicant's opportunity to describe what they want to do with the property and why. The applicant may also submit drawings, photographs, company information, and other relevant material with the application.
- ☐ Confirmation of the required pre-submittal meeting with City Staff.
- ☐ Electronic copy of a site plan showing the items indicated in the technical requirements described below for **SITE PLAN**.

SITE PLAN

Applications requiring a site plan must show the items indicated in the technical requirements below. Sheet size for all plans must be 22" x 34" unless otherwise approved by the Development Services Division. All SUP's and where indicated on the Table of Uses require a Site Plan.

- ☐ Site Plan Layout
 - Location map, north arrow, graphic and written scale (not less than 1" = 60').
 - Existing zoning and land uses of properties adjacent to the site.
 - Existing structures on the site and exterior to the site within 25 feet of all property lines, including setbacks from property lines and dimensions between buildings.
 - Proposed site layout, including the size and dimensions of all lots.
 - The number of square feet of impervious area or surfaces and vegetated areas.
 - Proposed land uses and building locations, indicating setbacks from property lines and dimensions between buildings.
 - Square footage, acreage, and density of all proposed land uses and lots.
 - Location and gross area of all streets, sidewalks, approaches and other paved surfaces and its percentage of total property area.
 - Roadway speeds and distances to adjacent driveways from proposed driveways.
 - Location of all fire hydrants.
 - Location and height of all walls and fences.
 - Location of screened refuse containers, air conditioners, and outside storage or displays.
 - Gross area of open space areas and recreational areas and its percentage of total property area.
 - Existing and proposed public and private rights-of-way, easements, access points in the property, and street names.
 - Calculation and location of all off-street parking and loading facilities.
 - Location of all floodplains and watercourses.



Planning & Zoning Application

- Location, type, and elevation drawings of all signs, including ground-mounted and building-mounted signs.
- For residential uses, the number, type, and density of each type of dwelling unit (i.e., single-family, multi-family, townhouse, etc.).
- For requests of alcoholic beverage uses, provide distances from churches or hospitals. Distances shall be measured along property lines of the street fronts and from front door to front door, and in a direct line across intersections. For alcoholic beverage uses, provide distances from public schools. Distances shall be measured in a direct line from property line to property line, and in a direct line across intersections.
- ☐ Landscape Plan
 - Plans demonstrating compliance with standards described in Section 115-117 Landscape Regulations, showing all required and proposed landscaping, landscape setbacks, buffer zones, screening, and fencing.
- ☐ Building Elevations
 - Plans demonstrating compliance with standard materials accepted within the currently adopted International Building or International Residential Codes.
 - Elevation drawings of all sides of all buildings, showing dimensions, height, building materials, color, texture, and design.
- ☐ Photometric Plan
 - Plans demonstrating compliance with standards described below:
 - a. Minimize adverse off-site impacts of lighting such as light trespass and glare.
 - b. Curtail light pollution, reduce skyglow and improve the nighttime environment.
 - c. Conserve energy and resources to the greatest extent possible.
 - d. Conformance with applicable codes. All outdoor lighting shall be installed in conformance with provisions of the code of ordinances, applicable electrical and energy codes, and applicable sections of the building code.
 - e. The provisions of these regulations shall apply to all new development, redevelopment, construction or new luminaire installations.
 - f. Except as otherwise noted, legal non-conforming luminaries may be repaired, maintained and replaced.
 - g. All exterior luminaries shall be placed so as to not cause light trespass or glare beyond the property line.
 - h. Submission of a photometric plan and data sheet showing the angle of cut off or light emissions in footcandles across the entire property and at the property lines.
- ☐ Engineering Plans
 - Civil engineering plans for all public and private improvements for street, water, sanitary sewer, stormwater, grading, and drainage. Plans must demonstrate compliance with accepted engineering practices and the code of ordinances for design and construction.
 - Traffic impact analysis or traffic circulation analysis, if required by the Director of Public Works or their designee for this property.

CHILD CARE/DAY CARE FACILITY (SUP)

- ☐ Show proof of compliance with all local and state rules, regulations, and license requirements.
- ☐ Fulfill all required steps described in the Code of Ordinances, Sections 22-79 through 22-81, pertaining to zoning approval for facilities in residential districts.
- ☐ Provide a list of signatures of all property owners within 200 feet of the proposed location; said list shall contain the personal signature and address of each property owner, together with such owner's statement of approval or disapproval or otherwise expressing opinions on the proposed nursery or kindergarten.

OFFICE USE ONLY: CASE APPROVED BY:

PLANNING & ZONING COMMISSION:	Yes _____ No _____	DATE: _____
CITY COUNCIL:	Yes _____ No _____	DATE: _____
ADDITIONAL P&Z FEE: _____	RECEIPT #: _____	DATE: _____

TITLE COMMITMENT INFORMATION

THE PROPERTY HEREON DESCRIBED IS THE SAME AS THE PERTINENT PROPERTY AS DESCRIBED IN FIRST AMERICAN TITLE INSURANCE COMPANY COMMITMENT NUMBER 21-560214-NJ, ISSUED FEBRUARY 4, 2021 WITH AN EFFECTIVE DATE OF JANUARY 20, 2021.

TITLE COMMITMENT DESCRIPTION

THE PROPERTY HEREON DESCRIBED IS THE SAME AS THE PERTINENT PROPERTY AS DESCRIBED IN FIRST AMERICAN TITLE INSURANCE COMPANY COMMITMENT NUMBER 21-560214-NJ, ISSUED FEBRUARY 4, 2021 WITH AN EFFECTIVE DATE OF JANUARY 20, 2021.

BEING a portion of Block 23-R, Greenfield Village, an addition to the City of Watauga, Tarrant County, Texas, according to the Plat thereof recorded in Volume 388-177, Page 28, Plat Records, Tarrant County, Texas, and described by metes and bounds as follows:

BEGINNING at 5/8 inch capped iron pin stamped Hancock, in the North line of said Block 23-R, being the Northeast corner of that certain tract conveyed to the State of Texas by Deed recorded in Volume 9793, Page 2010, Deed Records, Tarrant County, Texas, from said iron the Northwest corner of said Block 23-R bears South 89 degrees 27 minutes 57 seconds West, 31.25 feet;

THENCE North 89 degrees 27 minutes 57 seconds, East, 363.66 feet to a 5/8 inch capped iron pin stamped Hancock 0.6 feet North of a wood fence corner, the Northeast corner of said Block 23-R and the Northwest corner of Lot 7, Block 1, said Addition according to the Plat recorded in Volume 388-134, Page 48, Plat Records, Tarrant County, Texas;

THENCE South 00 degrees 46 minutes 13 seconds East, generally with a wire fence 259.95 feet to an "X" scribed in concrete 0.7 feet South of a steel fence, the Southeast corner of said Block 23-R and the Southwest corner of Lot 5, said Block 1, said iron lying in the North line of Chapman Road;

THENCE South 89 degrees 43 minutes 00 seconds West, with said road and the South line of said Block 23-R, 400.19 feet to a 5/8 inch capped iron pin stamped Hancock, the intersection of the North line of before mentioned State of Texas tract;

THENCE North 07 degrees 18 minutes 58 seconds East, with said right-of-way, 259.95 feet to the POINT OF BEGINNING and containing 2.2632 acres of land.

LEGEND

- UTILITY POLE
- GUY ANCHOR
- LIGHT POLE
- ELECTRIC PANEL
- ELECTRIC METER
- ELECTRIC BOX
- CITY RISER
- FIBER OPTIC VAULT
- GAS METER
- GAS VALVE
- SANITARY SEWER MANHOLE
- SEWER CLEAN OUT
- IRRIGATION CONTROL VALVE
- TELEPHONE VAULT
- TELEPHONE RISER
- TELEPHONE MANHOLE
- TRAFFIC SIGNAL POLE
- TRAFFIC SIGNAL BOX
- FIRE HYDRANT
- WATER VALVE
- WATER VAULT
- WATER METER
- MONITORING WELL
- JUNCTION BOX
- BOLLARD
- SIGN
- HANDICAP PARKING
- STONE COLUMN
- MONUMENT FOUND (AS NOTED)
- MONUMENT SET (AS NOTED)
- CONCRETE
- WALL
- PARKING STRIPE
- SCHEDULE "B" ITEM NO.
- POSSIBLE ENCROACHMENT
- RECORD CALL
- MEASURED CALL
- RIGHT-OF-WAY
- POINT OF BEGINNING
- COVERED AREA
- BUILDING HEIGHT LOCATION
- ADJOINING PROPERTY LINE
- BUILDING SETBACK LINE
- EASEMENT LINE
- PROPERTY LINE
- WOOD FENCE
- IRON FENCE
- OVERHEAD UTILITY LINE

NOTES CORRESPONDING TO SCHEDULE B

1. Those restrictive covenants recorded in **Volume 8214, Page 1130, and D220178068**, Real Property Records, Tarrant County, Texas, but omitting any covenant, condition or restriction, if any, based on race, color, religion, sex, handicap, familial status, or national origin unless and only to the extent that the covenant, condition or restriction(a) is exempt under Title 42 of the United States Code, or (b) relates to handicap, but does not discriminate against handicapped persons.

NON-SURVEY RELATED ITEM

10f. The following easement(s) and/or building line(s) affecting the subject property as shown on Map or Plat recorded in **Volume 388-177, Page 28**, Plat Records, Tarrant County, Texas
15 foot utility easement along the west property line.
5 foot utility easement along the west and north property lines.
DOES AFFECT, PLOTTED AS SHOWN

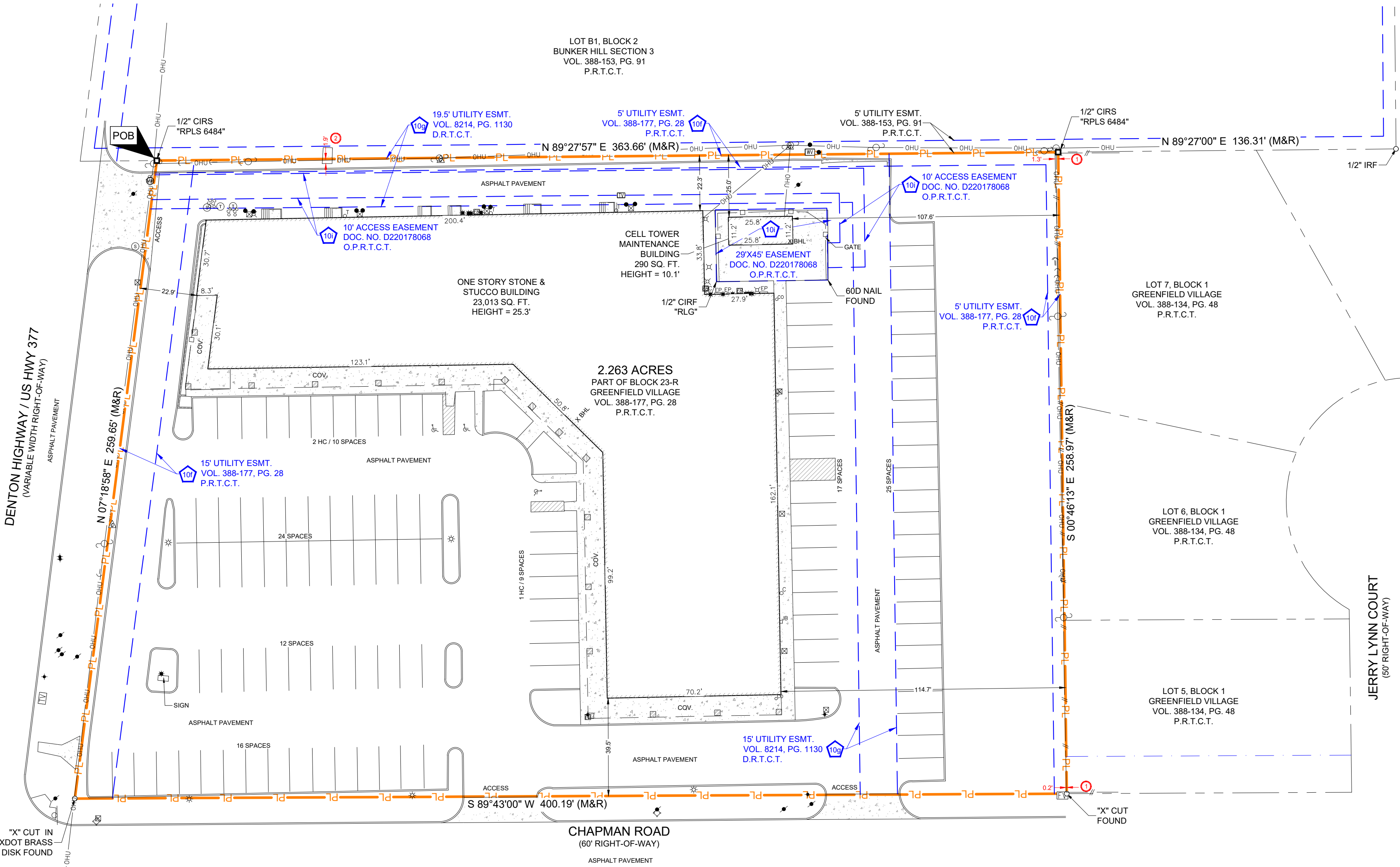
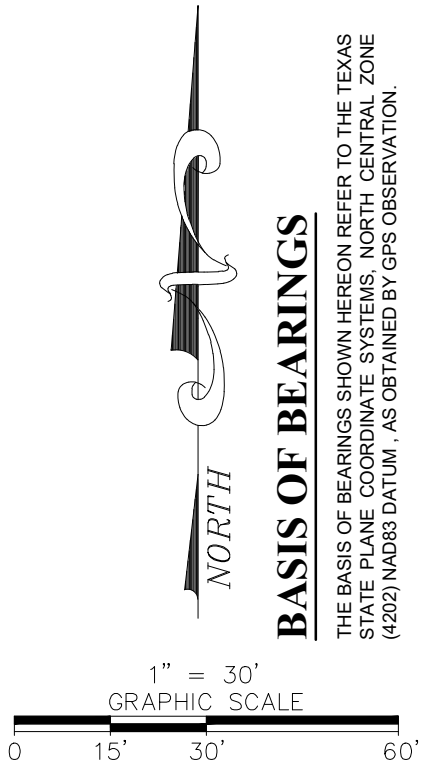
10g. Easement created in instrument executed by Tommy Goff to the City of North Richland Hills, dated May 14, 1985, filed June 14, 1985, recorded in **Volume 8214, Page 1130**, Real Property Records, Tarrant County, Texas.
DOES AFFECT, PLOTTED AS SHOWN

10h. Terms and provisions of Lease Agreement from Texas Trust Savings Bank, Lessor to Dallas SMSA Limited Partnership, a Delaware Limited Partnership, Lessee, filed March 18, 1993, recorded in **Volume 10983, Page 1529**, Real Property Records, Tarrant County, Texas. As affected by Memorandum of Sublease and Purchase Option, between Dallas SMSA Tower Holdings, LLC, a Delaware Limited Liability Company and Southern Towers, Inc., a Delaware corporation, filed October 18, 2004, recorded in **Clerk's File No. D204326188**, Real Property Records, Tarrant County, Texas. As affected by Texas Assignment and Assumption of Lease or Other Agreement, from Southern Towers, LLC, a Delaware limited liability company ("Assignor") to American Tower Asset Sub II, LLC, a Delaware limited liability company, dated February 28, 2007, filed January 16, 2008, recorded in **Clerk's File No. D208016591**, Real Property Records, Tarrant County, Texas. As affected by Amended Memorandum of Lease by and between Cantu Services, Inc and Dallas SMSA Tower Holdings, LP a Delaware limited partnership, dated September 24, 2008, filed December 18, 2008, recorded in **Clerk's File No. D208460235**, Real Property Records, Tarrant County, Texas. (Lease expires September 30, 2010).
NON-SURVEY RELATED ITEM

10i. Conditions, restrictions, easements and provisions as contained in Easement and Assignment Agreement by and between Cantu Services, Inc., a Texas Corporation and American Tower Asset Sub II, LLC, a Delaware limited liability company, dated June 25, 2020, filed July 24, 2020, recorded under **Clerk's File No. D220178068**, Real Property, Tarrant County, Texas. As affected by Resolution and Consent Affidavit dated June 25, 2020, filed July 24, 2020, recorded in **Clerk's File No. D220178068**, Real Property Records, Tarrant County, Texas.
DOES AFFECT, PLOTTED AS SHOWN

FLOOD INFORMATION

FLOOD NOTE: BASED ON MAPS PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) AVAILABLE ONLINE AT WWW.MSC.FEMA.GOV. AND BY GRAPHIC PLOTTING ONLY. THIS PROPERTY IS LOCATED IN ZONE "X" (UNSHADED) ON FLOOD INSURANCE RATE MAP NUMBER 48439C0185L, WHICH BEARS AN EFFECTIVE DATE OF 3/21/2019 AND IS NOT IN A SPECIAL FLOOD HAZARD AREA.



SHEET 1 OF 1

BBG NO.
0521000756

LAND AREA
98,586 SQUARE FEET
2.263 ACRES

PARKING
REGULAR = 113
HANDICAP = 3
TOTAL = 116

VICINITY MAP
NOT TO SCALE

SITE

BUNKER BLVD
YORKSTON ST
CHAPMAN RD
LEVITT DR
JERRY LYNN DR
LAPE DR
HUGHES DR
CONSTITUTION DR

STATEMENT OF ENCROACHMENTS

- WOOD FENCE IS IN SURVEYED PROPERTY 0.2 FEET TO 1.3 FEET
- CONCRETE PAD IS IN SURVEYED PROPERTY UP TO 1.9 FEET

GENERAL NOTES

- NO UNDERGROUND UTILITIES ARE SHOWN ON THIS SURVEY, ONLY ABOVE GROUND VISIBLE EVIDENCE OF UTILITIES ARE SHOWN.
- ALL STATEMENTS WITHIN THE CERTIFICATION, AND OTHER REFERENCES LOCATED ELSEWHERE HEREON, RELATED TO UTILITIES, IMPROVEMENTS, STRUCTURES, BUILDINGS, PARTYWALLS, PARKING, EASEMENTS, SERVITUDES, AND ENCROACHMENTS ARE BASED SOLELY ON ABOVE GROUND, VISIBLE EVIDENCE, UNLESS ANOTHER SOURCE OF INFORMATION IS SPECIFICALLY REFERENCED HEREON.
- THIS SURVEY MEETS OR EXCEEDS THE SURVEY STANDARDS/STANDARDS OF CARE AS SET FORTH IN SECTION 3 OF THE 2016 ALTA/NSPS SURVEY REQUIREMENTS.
- THE SUBJECT PROPERTY HAS DIRECT PHYSICAL ACCESS TO DENTON HIGHWAY (US HIGHWAY 377) AND CANTON ROAD, DEDICATED PUBLIC STREETS OR HIGHWAYS.
- THERE IS NO VISIBLE EVIDENCE OF CEMETERIES ON THE SUBJECT PROPERTY.
- THERE IS NO OBSERVABLE EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS WITHIN RECENT MONTHS.
- THE PARCEL CONTAINED IN THE LEGAL DESCRIPTION ARE CONTIGUOUS WITHOUT ANY GAPS, GORES OR OVERLAPS.
- BUILDING AREAS SHOWN HEREON ARE FOR THE FOOTPRINT OF THE BUILDING ONLY.
- NO APPARENT CHANGES IN STREET RIGHT OF WAY LINES EITHER COMPLETED OR PROPOSED, AND AVAILABLE FROM THE CONTROLLING JURISDICTION. NO OBSERVABLE EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.
- NO ATTEMPT WAS MADE TO DETERMINE WETLANDS OR OTHER ENVIRONMENTAL ISSUES, UNLESS OTHERWISE NOTED.
- IN REGARDS TO ALTA TABLE A ITEM 10(A), NO VISIBLE CERTAIN DIVISION OR PARTY WALLS WITH RESPECT TO ADJOINING PROPERTIES WERE OBSERVED AT THE TIME THE FIELDWORK WAS PERFORMED, NOR WERE ANY DESIGNATED BY THE CLIENT. NECESSARY PERMISSIONS WERE NOT PROVIDED.
- ALL OFFSITE EASEMENTS OR SERVITUDES PROVIDED TO OR OBTAINED BY THE SURVEYOR AS PART OF THE SURVEY ARE PLOTTED AND SHOWN HEREON.

ALTA/NSPS LAND AND TITLE SURVEY
GREENFIELD PLAZA
6700 DENTON HIGHWAY

TARRANT COUNTY WATAUGA, TEXAS

ZONING DATA

ZONING ITEM	REQUIRED	PARKING REQUIREMENTS
ZONING DESIGNATION		
MINIMUM LOT AREA (SQ. FT.)		
MAX IMPERVIOUS COVERAGE		
MAX BUILDING HEIGHT		
BUILDING SETBACKS		
FRONT		
SIDE		
REAR		
NOTES: SUBJECT PROPERTY IS CONSIDERED LEGAL AND CONFORMING		CONTACT: PZRC REPORT DATE: 3/25/20 REPORT #:

BUILDING HEIGHT

BUILDING 1 25.3' ±
BUILDING 2 10.1' ±

BUILDING AREA

BUILDING 1 23,013 SQ. FT.
BUILDING 2 290 SQ. FT.

SURVEYED BY:

ANTHONY RAY CROWLEY R.P.L.S. NO. 6484
CROWLEY SURVEYING
FRN:10194203
4521 FM 2181, #230-484
CORINTH, TX 76210
(469) 850-CPLS(2757)
acrowley@crowleysurveying.com



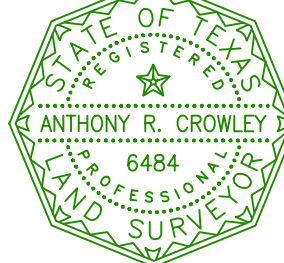
SURVEYOR CERTIFICATE

To: Cantu Services, Inc. a Texas Corporation;
Ali Behzadpour and/or assigns;
Legend Bank; and
First National Title Insurance Company

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 6(a), 6(b), 7(a), 7(b)(1), 7(c), 8, 9, 13, 14, 16, 17 and 18 of Table A thereof. The fieldwork was completed on February 6, 2021.

Date of Plat or Map: March 26, 2021

ANTHONY RAY CROWLEY R.P.L.S. NO. 6484
CROWLEY SURVEYING
FRN:10194203
4521 FM 2181, #230-484
CORINTH, TX 76210
(469) 850-CPLS(2757)
acrowley@crowleysurveying.com



DATE	REVISION HISTORY	JOB NUMBER 2021-001	PREPARED FOR:
03/08/2021	Client Comments	SCALE: 1" = 30'	BBG BBG ASSESSMENTS, LLC 8300 DOUGLAS AVENUE, SUITE 600 DALLAS, TEXAS 75225 877.524.1187
03/26/2021	Updated Certificate	DRAWN BY: LJG	
		APPROVED BY: ARC	

ZONING CHANGE CASE NO. 21-02

<u>NAME</u>	<u>ADDRESS</u>	<u>RESPONSE</u>
INVMAX LLC Greenfield Village Addition	6700 Denton Hwy Block 23R	_____
North Fort Worth Church of Nazarene Bunker Hill	6936 Denton Hwy Block 2 Lot B1	_____
Union Pacific Railroad C. Hall, David L Survey	Watauga Rd Abstract 700 Tract 4	_____
Tri Dal Real Estate LTD Greenfield Village Addition	6650 Denton Hwy Block 4 Lot B1	_____
Chetri Man Mohan Greenfield Village Addition	6633 Levitt Dr Block 4 Lot 1	_____
Ma Tu Marip Greenfield Village Addition	6629 Levitt Dr Block 4 Lot 2	_____
Juan P Ortega Servin Luna Maria Greenfield Village Addition	6632 Levitt Dr Block 5 Lot 1	_____
Anh Hoang Hien Thi Hoang Greenfield Village Addition	6628 Levitt Dr Block 5 Lot 2	_____
Michael Luedtke Lisa L Luedtke Greenfield Village Addition	6633 Jerri Lynn Dr Block 5 Lot 34	_____
Sandra L Mollett Greenfield Village Addition	6629 Jerri Lynn Dr Block 5 Lot 33	_____
Birdville ISD Greenfield Village Addition	5700 Chapman Rd Block 6R Lot 1R	_____
Laura Francis Lawson Greenfield Village Addition	6700 Jerri Lynn Ct Block 1 Lot 11	_____

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

Ray D & Antrice Greenfield Village Addition	6704 Jerri Lynn Ct Block 1 Lot 10	_____
Diane S Daigh Greenfield Village Addition	6708 Jerri Lynn Ct Block 1 Lot 9	_____
Shilpa Tanwar Greenfield Village Addition	6712 Jerri Lynn Ct Block 1 Lot 8	_____
Nathan V McRaney Greenfield Village Addition	6709 Jerri Lynn Ct Block 1 Lot 7	_____
George Garza Greenfield Village Addition	6705 Jerri Lynn Ct Block 1 Lot 6	_____
Souksavanh & B Detvongsa Greenfield Village Addition	6701 Jerri Lynn Ct Block 1 Lot 5	_____
Dawn M Humphries Bunker Hill	5650 Philadelphia Ct Block 2 Lot 15	<u>Protest</u>
Ravines Martin Rafael La Rosa Bunker Hill	5651 Philadelphia Ct Block 2 Lot 16	_____

20 Notices were mailed out:

_____ Support 1 Protest 19 Did Not Reply.

City of Watauga
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Watauga, TX 76148
<http://www.wataugatx.org>

To: City of Watauga, Texas

From: Dawn Humphries

5650 Philadelphia Ct

(Address of Your Property that Could Be Impacted by this Request)

RE: **Z. 21-02:** Consider request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton Highway. Applicant, Ali Behzadpour, Managing Member of InvMax, LLC.



I PROTEST THE PROPOSED ZONING CHANGE



I SUPPORT THE PROPOSED ZONING CHANGE

Basis for your protest/support This DIRECTLY effects my
property & Home! This is my HOME & where I'm
raising my Children. I Do NOT want Commercial property behind my house

Dawn Humphries
Printed Name

[Signature]
Signature

8/4/21
Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
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WATAUGA
 TEXAS
 7105 Whitley Road • Watauga, TX 76148



NORTH TEXAS TX-750
NEOPOST
9 AUG 2021 PM 3 L
08/03/2021

US POSTAGE
\$000.51¹⁰
FIRST-CLASS MAIL



ZIP 76148
 041M11467711

received
 8/23/2021

N FW Church of Nazarene
 15653 E US Highway 243
 Kaufman TX 75142
 wrong address

706053



FINAL REPORT

RECEIVED

AUG 30 2021 PM 12:45

DATE: August 26, 2021
TO: City Council Members
FROM: Randy Richards, Building Official
SUBJECT: Recommendation to accept and file Final Report for Zoning change (Z.21-02) from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, of the Greenfield Village Addition

BACKGROUND/INFORMATION:

Texas Local Government Code 211.007(b) requires the Planning & Zoning Commission make a preliminary report prior to approving changes to the City's Zoning Ordinance. As such, this document now serves as the final report.

The applicant, Ali Behzadpour, Managing Member of INVMax LLC is requesting for the zoning change to be more business friendly and allow for more uses with less restrictive conditions for the small business owner applying for occupancy at this location. The zoning change is consistent with the surrounding districts allowing for commercial development and meets the future land use plan.

During staff review of existing regulations, items considered, and steps taken include:

- The site plan requirements were met as stated in Sec. 115-115. A property survey of the land area for the zoning change request was submitted with application. A copy of a property survey less than two years old satisfies this requirement.
- Staff reviewed the consistency of the zoning change with the Comprehensive Plan. Neighboring uses in the Greenfield Plaza Shopping Center include a restaurant, dance school, and tax preparation service. A furniture store and staffing agency have also leased space in recent years. Surrounding properties include a Church, Auto Sales and Single-family homes.
- The City Secretary's Office completed the required notice with the Fort Worth Star Telegram for the September 13, 2021 Public Hearing of the City Council.
- In accordance with State law, property owners received the public notice due to public records available through Tarrant Appraisal District which reflect they are the owner(s) of one or more parcels within two hundred (200) feet of the subject property. A site map was also attached for their information.
- One sign has been erected on the property which contains a notice of hearing and telephone number of staff from whom dates may be obtained.

FINAL REPORT

CURRENT ACTIVITY:

Notice was published in the Fort Worth Star Telegram on July 30, 2021, for the August 18, 2021, Public Hearing of the Planning and Zoning Commission. The public hearing was conducted on August 18, 2021, on the preliminary report. No public testimony was provided during the public hearing; however, (1) one written comment was filed with the Commission and is attached to this report for Council review. The Preliminary Report was approved by the Commission to be completed and submitted as Final Report to the City Council by the P&Z through the City Secretary's Office for consideration and action by the City Council on September 13, 2021.

The Commission considered the following criteria for the amendment:

1. The consistency of the proposed amendment with the City's Comprehensive Plan

On Page 6, a guiding principle for land use is "ensure that future development is orderly and efficient, compatible with existing land uses and enhances the overall quality of life."

Page 23 states, "The retail along US Hwy. 377 that is located in the City limits of Watauga is an asset to the community, because it provides tax base, shopping and dining within close proximity."

Page 26 states a guiding principle for economic development is to encourage the development of non-residential services to enhance the tax base and meet the needs of Watauga residents. The proposed zoning change will continue to allow for business-friendly establishments in the commercial zoning district, which is along the State Hwy. 377 retail corridor.

2. The consistency of the proposed amendment with the intent and general regulations of the State Zoning laws.

The proposed amendment is consistent with the following purposes of Chapter 211 of Texas Local Government Code: promoting the public health, safety, morals, or general welfare and protecting and preserving places and areas of historical, cultural, or architectural importance or significance.

3. Whether the proposed amendment corrects an error or omission, adds clarification to existing requirements, is more workable than the existing text, or reflects a change of policy.

The proposed amendment is consistent to the existing districts and uses. The amendment also recognizes changing conditions in business location along a major retail corridor within the City boundaries and would not serve solely the interest of the applicant.

RECOMMENDATION/ACTION DESIRED:

FINAL REPORT

During the Planning and Zoning Commission Regular Meeting held Wednesday, August 18, 2021, the commission members approved the following item for recommendation to City Council.

2. Consider a preliminary report and hold a public hearing to receive comments for or against that report concerning a request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton Highway. Applicant, Ali Behzadpour, Managing Member of InvMax LLC; consider action on a final report regarding same to City Council.

Member Adams made motion to approve the item as presented. Member Nedderman seconded the motion. Vice-Chairperson McCauley called for discussion and hearing none, called for a vote. Members present voting as follows:

AYES:	Adams, Nedderman, McCauley
NAYS:	Gehle
ABSENT:	Isbell
ABSTAIN:	None

The motion carried 3-1-1-0.

The Watauga Planning and Zoning Commission, along with City staff, respectfully recommend the City Council accept the proposed zoning change as included in the final report filed with the City Secretary's Office on August 30, 2021. The Commission's Final Report includes the (1) one response received to date in response to the public notices mailed to owners of one or more parcels within two hundred (200) feet of the subject property. The final report as filed with the City Secretary's Office on August 30, 2021, is scheduled to be considered upon conclusion of the public hearing to be held during the City Council regular meeting for September 13, 2021, at 6:30 p.m. on the proposed zoning change.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

Property Survey

Public Hearing Notice, (1) One Response Received to date

City of Watauga Code of Ordinances, Article V. Development Controls, Section 115-115 Site Plan Requirements

Recommendation of the Planning and Zoning Commission

Agenda Page 149 of 459

To: City of Watauga, Texas

From: Dawn Humphries

5650 Philadelphia Ct

(Address of Your Property that Could Be Impacted by this Request)

RE: **Z. 21-02:** Consider request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton Highway. Applicant, Ali Behzadpour, Managing Member of InvMax, LLC.



I PROTEST THE PROPOSED ZONING CHANGE



I SUPPORT THE PROPOSED ZONING CHANGE

Basis for your protest/support This DIRECTLY effects my
property & Home! This is my HOME & where I'm
raising my Children. I Do NOT want Commercial property behind my house

Dawn Humphries
Printed Name

Dawn Humphries
Signature

8/4/21
Date

Return to: City of Watauga Development Services
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Watauga, TX 76148
Email: jgarcia@wataugatx.org

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received
JH 8.11.2021

Sec. 115-115. Site plan requirements.

- (a) *Generally.* Whenever a site plan is required by this chapter, such site plan must conform to the requirements of this section. All site plans must be approved by action of the planning and zoning commission and the city council.
 - (1) Whenever a site plan requires approval before a building permit is issued, and there is no request for a zoning change, the city council may approve the site plan by minute order. The approved site plan and a copy of the minutes of the city council action must accompany the request for the issuance of the building permit.
 - (2) Changes in any site plan required by this chapter and approved by the planning and zoning commission and the city council shall be processed the same as the original. Approval of the site plan, except that changes of detail which do not alter the basic relationship of the proposed development to adjacent property and which do not alter the uses permitted or increase the density, floor area ratio, height ratio, or reduce the yards provided at the boundary of the site as indicated on the approved site plan may be authorized by the zoning administrator. An aggrieved party may appeal the decision of the zoning administrator to the zoning board of adjustment in accordance with the provisions of this chapter.
- (b) *Site plan required.* When required by the administrative official, planning and zoning commission, or the city council, any applicant for a zoning change shall submit a proposed site plan for approval. It is the established policy of the planning and zoning commission and the city council under this section of the city zoning ordinance that a site plan is required when specified by section 115-85, Conditions and special regulations for listed uses. A waiver of the site plan requirement may be granted if approved by the city manager or his designee.
- (c) *Notice and hearing.* Notice and hearing requests for site plan approval shall be conducted as follows:
 - (1) Owners of record of property within 200 feet area of the property under consideration will be notified of site plan consideration by the planning and zoning commission.
 - (2) The city manager or designee shall have at least one sign erected on the property for which site plan consideration of the planning and zoning commission has been requested. The sign shall have a total area of at least four square feet and shall be located adjacent to streets, if possible. Such sign shall be erected on or before the first date of the first notice to property owners and shall be removed immediately after final action by the city council, or when the applicant withdraws the request, whichever comes first. The sign shall contain a notice of hearing on a site plan and the telephone number of the public official from whom dates of the public hearing may be obtained. The erection or continued maintenance of signs shall not be deemed a condition precedent to the granting of any site plan recommendation or approval or the holding of any public hearing.
 - (3) Council approval of a site plan that accompanies a zoning change request shall become part of the amending ordinance and shall be referenced on the zoning district map. Hearings held by the council for consideration of approval of such zoning changes and accompanying site plans shall be conducted in accordance with the provisions of section 115-35(c), Changes and amendments, of this chapter and state law.
 - (4) Council approval of a site plan required for the issuance of a building permit in which no zoning change has been requested, shall not constitute an official public hearing as required by section 115-35(c), Changes and amendments. Notice of the consideration of the site plan by the city council in the posted agenda of the council shall be sufficient notice for the purposes of approving a site plan by city council action for the issuance of a building permit.

-
- (d) *Form and content.* The site plan shall contain the information listed below. Any or all of the required features may be incorporated on a single drawing if such drawing is clear and capable of evaluation by the planning and zoning commission, the city council, and the officers required to enforce and interpret this chapter. However, the city manager or his designee may exclude or amend the information to be provided if it is determined that the required information is not applicable or necessary:
- (1) The boundary lines and dimensions of the property, existing subdivision lots, available utilities, easements, roadways, sidewalks, fire lanes, and public rights-of-way;
 - (2) Topography of the property proposed for development in contours of not less than two feet or five feet on steep slopes;
 - (3) Floodplains, watercourses, marshes, drainage areas, and other significant environmental features including, but not limited to, rock outcroppings and major tree groupings;
 - (4) The location and use of all existing and proposed buildings or structures, including all refuse storage areas, and the minimum distance between buildings. Where building complexes are proposed, a site plan showing the location of each building and the minimum distance between buildings, and between buildings and the property line, street line, and/or alley shall be submitted;
 - (5) Total number and location of off-street parking and loading spaces;
 - (6) All points of vehicular ingress and egress and circulation within the property, including any special traffic regulations proposed or required to ensure the safe function of the circulation plan;
 - (7) Setbacks, lot coverage, and when relevant, the relationships of the setbacks provided and the height of any existing or proposed building or structure;
 - (8) The location, size, and arrangement of all outdoor signs, exterior auditory speakers and lighting;
 - (9) The type, location, and quantity of all plant material used for landscaping, and the type, location, and height of fences or screening and the plantings around them;
 - (10) A land use plan that delineates where multiple types of land use are proposed, and the specific areas to be devoted to various uses;
 - (11) Vicinity map, north point, scale, name of development, name of owner, name of planner, total acreage of project, street address, or common description of the property;
 - (12) Current land uses and zoning district of the property and current land uses and zoning districts of contiguous properties;
 - (13) The location and size of existing and proposed surface and subsurface drainage facilities, including culverts, drains, and detention ponds, showing size and dimensions of flow;
 - (14) Land uses and zoning district contiguous to the property;
 - (15) Existing buildings on the exterior of the site and within 25 feet of all property lines;
 - (16) The number of square feet of the property after construction which will constitute impervious area or impervious surface and vegetated areas;
 - (17) Roadway speeds and distances of adjacent driveways from all proposed driveways; and
 - (18) For requests for alcoholic beverage uses, the distances from schools, churches and day care facilities.
- (e) *Consideration.* In considering, granting, or denying an application for a site plan as provided for in this chapter, the planning and zoning commission and the city council shall take into consideration the following factors:
- (1) Compliance with the zoning ordinance, the subdivision ordinance, and all other ordinances of the city;

(2) Such other measures as will secure and protect public health, safety and general welfare.
(Code 2001, § 14.502; Code 2010, § 14.05.002)



PLANNING AND ZONING COMMISSION

RECOMMENDATION TO COUNCIL

PLANNING AND ZONING MEETING: August 18, 2021

PLANNING AND ZONING CASE NO: Planning & Zoning Case Z. 21-02

Consider request for a zoning change from Local Business (LB) to Commercial (C) at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton Highway. Applicant, Ali Behzadpour, Managing Member of InvMax LLC; consider action on a final report regarding same to City Council

RECOMMEND APPROVAL OR DENIAL:
APPROVAL ☒ DENIAL ☐

COMMENTS:

(REQUIRED FOR DISAPPROVALS)



~~Karen Isbell~~ - Secretary
Laura Nidderman



Cristy McCauley - Vice-Chairperson

DeChambeau tied with Cantlay after 3 rounds at BMW

BY DOUG FERGUSON
Associated Press

OWINGS MILLS, MD.

Baltimore delivered a big crowd for its first PGA Tour stop in nearly 60 years, and Bryson DeChambeau delivered a big dose of entertainment. That covered a lot of territory. DeChambeau had back-to-back eagles with sheer strength and a remarkable touch with the putter. And then he had consecutive holes with shots into the water that cost him a four-shot lead.

"It was definitely colorful," DeChambeau said. He had to settle for a share of the lead with Patrick Cantlay, whose classic style and unwavering patience in the wake of DeChambeau's wild ride worked equally well.

So crazy was this action that DeChambeau wended from a one-shot deficit to a three-shot lead in the span of two holes with his long eagle putts, only for Cantlay to go from a four-shot deficit to a one-shot lead in two holes on the



TERENCE WILLIAMS AP

Bryson DeChambeau and spectators watch his shot from the rough on the eighth hole during the third round of the BMW Championship on Saturday at Caves Valley Golf Club in Owings Mills, Md.

back nine with his birdies and DeChambeau's blunders.

DeChambeau steadied himself over the final three holes for a 5-under 67. Cantlay didn't drop a shot until the final hole when he drove into deep rough and an 8-foot par putt caught the left side of the hole. His lone bogey gave him a 66.

"It was another day on an easy, soft golf course, so you needed to make a bunch of birdies. I thought I played really well, all in

all. I didn't make too many mistakes," he said. "I thought it was a good day and I'm in a good spot for tomorrow."

They were at 21-under 195, and Sunday had the trappings of a two-man race.

Sungie 1m birdied his last two holes for a 66 and was three shots behind. The group four shots back included Rory McIlroy, who had a bogey-free 65 and only made up two shots on the lead.

Crisp-hitting Abraham

Ancor of Mexico (66), Sam Burns (65) and Sergio Garcia (67) also were in the group four shots behind.

The biggest disappointment belonged to Jon Rahm, the world's No. 1 player, who had three bogeys and no birdies over the last six holes and shot 70.

He fell five shots behind. That's not typically a massive deficit, it just seems like one on a course where birdies are available to everyone at any time.

Rahm was doing his best to keep up, three shots behind, when he missed the 13th green to the left for bogey, missed the fairway to the right on the 14th for another bogey and had to settle for par on the par-5 16th. He closed with a bogey from the fairway bunker.

On this course, on this day, Cantlay isn't losing ground quickly.

Then again, momentum and position changed without notice. Cantlay was one shot ahead early with an eagle on the par-5 second hole – DeChambeau's tee shot into the green hit a sprinkler pin-high in the collar and shot over the green into shaggy grass in a hazard that led to par – and matching birdies into the par-3 third.

All it took was two holes for Cantlay to fall three behind without doing anything wrong.

This was all about DeChambeau, who charged up the sun-baked gallery with a 25-foot eagle putt on the par-5 fourth hole and then drove onto the front of the green on the 322-yard fifth and made a 55-foot putt that looked good when it was halfway to the hole.

At that point, it looked like a runaway on a Caves Valley course suited perfectly to him with soft conditions and wide fairways. Even the errant shots turned out well.

He hit one drive so far left down the hill at No. 8 that DeChambeau had to walk some 30 yards back to the fairway because he couldn't find a sprinkler with a yardage on it. He hit that to 30 feet and made the birdie, stretching his lead to four shots.

And then it all changed. The mud on his ball contributed to a wild shot to the right and into the water, turning certain birdie on the par-5 12th into bogey and a two-shot swing when Cantlay got up-and-down from just off the green for birdie.

DeChambeau's tee shot on the par-3 13th found the water, which led to double bogey and a three-

shot swing when Cantlay holed a 35-foot birdie putt. DeChambeau was mostly concerned about some of his wild tee shots, even the ones that didn't cost him. Something went awry on No. 7, and he went in search of answers on the practice range after the round.

"If I can get that straightened out like I did the first few days and off the tee the first couple holes today, I'll give myself a great chance again," he said.

Sunday has more than just the trophy at stake. The top 30 in the FedEx Cup advance to the final event at the Tour Championship next week. Garcia was poised to move into the top 30 with Hudson Swafford and Erik van Rooyen among those lurking.

Patrick Reed was home in Houston recovering from bilateral pneumonia. He needed a lot of go right to stay in the top 30 and has a more reasonable chance than at the start of the week.

As for the Ryder Cup, Tony Finan and Xander Schauffele dropped out of the top 30 at Caves Valley, and Cantlay could grab the sixth and final automatic spot only if he were to win.

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Legals

Rickotts Pad

Notice is hereby given that, acting under and pursuant to the Ordinance of the City of Fort Worth, on the 15th day of September, TSP Barnett USA, LLC will file with the Gas Well Inspector of the City of Fort Worth, an application to drill, complete and operate one or more wells on the Rickotts Pad, 7458 Mosier View Court, to obtain information regarding this proposed sale, or general questions concerning Gas Well Drilling in Fort Worth, please visit www.fortworthgov.org/gaswells or call 817-392-2851. JPL0038736 Aug 30-Sep 3,5-9 2021

Spencer TRT Pad

Notice is hereby given that, acting under and pursuant to the Ordinance of the City of Fort Worth, on the 15th day of September, TSP Barnett USA, LLC will file with the Gas Well Inspector of the City of Fort Worth, an application to drill, complete and operate one or more wells on the Poly, B, Hawk TRT, and Volunteer leases located at approximately 7603 Trinity Boulevard. To obtain information regarding this proposed sale, or general questions concerning Gas Well Drilling in Fort Worth, please visit www.fortworthgov.org/gaswells or call 817-392-2851. JPL0038736 Aug 30-Sep 3,5-9 2021

Request for Competitive Sealed Proposals

TURNER WARELL RD MEDIAN IRIGATION
City of Mansfield, Texas
Bid Number – 2021-23-01-02
Closing 3:00pm – Sept 6, 2021
It is the intention of the City of Mansfield to receive competitive sealed proposals from interested and qualified construction service firms with experience in the waterpark construction industry to construct the TURNER WARELL RD MEDIAN IRIGATION.
The proposed scope of work will include but is not limited to:
- Demolition of turf and planting beds as shown on plans
- Grading for plantings
- Install irrigation for new plantings
- Install chopped Millstone stone
- Execution of all specified hard-scape amenities including paving, drainage, signage, fencing both iron and soil rail, walls/columns/screening walls, landscape planting, irrigation, and park amenities.
The project plans and specifications packet containing the full scope of work plans may be viewed or downloaded at CIVICUSAUSA.com, viewed or picked up at the Parks and Recreation Administration Building, 1164 Matlock Road, Mansfield Texas 76063 upon request. Please contact Chris Ray, Park Planner at 817-728-3393, or chrisray@mansfieldtexas.gov for questions regarding pick-up. A final contract will be negotiated with the selected offeror.
The City will evaluate proposals and select the proposal that offers the best value for the City based on: (1) the selection criteria and the weighted value for the criteria; and (2) the City's ranking evaluation.
Three (3) 8 1/2" x 11" bound copies and one unbound, signed original of the proposal shall be submitted in sealed envelopes and clearly marked "Turner Warell Rd Median Irrigation" to be received on Thursday September 9, 2021 not later than 3:00 pm, Attn: Susana Merin, City Secretary 1200 E. Broad Street, Mansfield TX 76063.
Opening of proposals will begin on five minutes after the proposal closing time in the City Hall multipurpose room, 1200 E. Broad St. Mansfield, TX 76063.
Schedule:
8/23/2021 First Ad Placed In Local Newspaper & CivicUSAUSA.com
9/30/2021 Second Ad Placed In Local Newspaper
9/9/2021 3:00pm Proposals Due – 3:05pm Opening Proposals
For questions concerning the preparation of your submission for the Request for Competitive Sealed Proposals, please contact Chris Ray, Park Planner at 817-728-3393, or chrisray@mansfieldtexas.gov JPL0037517 Aug 23,30 2021

NOTICE REQUEST FOR PROPOSALS ATTORNEY SERVICES

The City is soliciting Request for Proposals (RFP) from experienced and qualified professional legal firms or individuals willing to serve in the capacity of City attorney and WEDC attorney on an as-will contractual basis. The City seeks an attorney who will provide clear, understandable, and independent legal advice. The firm/individual(s) must be qualified to provide expertise in the areas of, but not limited to, general municipal law, land use, personnel and labor relations, open meeting and conflict of interest laws, municipal Type B corporation and economic development law as well as and other matters as they arise. Preference will be given to those submitters demonstrating extensive experience in municipal law and economic development law. Successful attorney(s) shall possess sufficient resources to ensure demands for the City and WEDC's legal needs will be met in a timely manner. Questions regarding the Request for Proposals will be accepted until 2:00PM (CST), Friday, September 3, 2021. Proposals will be accepted until 4:00PM, Friday, September 3, 2021, in the City of Watauga Planning Department, 7105 Whitley Road, Watauga, Texas 76148. Proposals will not be accepted after the closing date and time. Proposals shall be sealed and clearly labeled on the front of the envelope or package. 4:00PM, Friday, September 3, 2021. The City reserves the right to reject any and/or all proposals and to waive any and all formalities. For further information contact: Dany Woodard at 817-514-5833. You may download Request for Proposals documents by way of: www.cityofwatauga.com. JPL0037985 Aug 23,30 2021

CITY OF BURLESON RFP 2021-026 BURLESON 457

Notice is hereby given that the City of Burleson is now calling for proposals for the administration of the City of Burleson's Voluntary 457 (b) plan for City employees. The deadline for submission is September 13, 2021 at 3:00 CST. Specifications and Contract Documents for this project shall be available for viewing and download in electronic PDF format at the City of Burleson website (<https://burlesoncity.bonfirehub.com/login>) at or on cost beginning August 23, 2021. Contractors and other interested parties must register as a vendor under the Purchasing Department tab to access the specifications and contract documents. Vendors are responsible for obtaining all addenda to the contract documents prior to the receipt time and acknowledging them at the time of bid receipt. Information regarding the status of addenda will be obtained by contacting the Purchasing Manager at jpschamhorst@burlesoncity.com. Bids that do not acknowledge all applicable addenda may be rejected as non-responsive. For additional information concerning this project, please contact Justin Schamhorst at jpschamhorst@burlesoncity.com. POSTED THIS 23rd day of August 2021, in the Burleson City Hall, 141 West Main Street, Burleson, Texas. JPL0038045 Aug 23,30 2021

TSU FW Building #2 Info Session 9/1/21

Holder Construction is seeking competitive bid proposals from qualified subcontractors for the Tarrant State University Building #2 project. This project includes a 30% HUB participation goal. A Town Hall Info Session will be held on 9/1/21 from 3:30-5PM at 10850 Tean Rider Dr. Ft. Worth, TX 76236. For more information or to pre-qualify, contact Trevor Carey at tcarey@holdercon.com. JPL0038198 Aug 29-27-29-Sep 3 2021

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Public Notification

The City of Fort Worth's Transportation & Public Works Department, hereby gives notice of the city's intent to revise the flood hazard information, generally located between Keller Hills Road, Kenny Drive and Golden Triangle Boulevard. Specifically, the flood hazard information shall be revised along Tributary B to Big Bear Creek from a point approximately 200 feet west of the intersection of Park Vista Boulevard to approximately 475 feet downstream of an existing pipeline. As a result of the revision, the 1% annual chance water-surface elevations shall increase and decrease, and the 1% annual chance floodplain shall widen and narrow within the area of revision. Maps and detailed analysis of the revision can be reviewed at the Transportation & Public Works Department at 200 Tean Street, Fort Worth, TX 76102. Interested persons may call Mr. Clair C. Davis, PE, CFM at (817) 392-2861 for additional information from Monday to Friday during normal business hours. JPL0038766 Aug 30 2021

LEGAL NOTICE

Notice is hereby given that the Halton City Planning & Zoning Commission will hold a public hearing on September 14, 2021 in the Council Chambers at 7:00PM at 5024 Broadway Avenue, Halton City, Texas to consider the following: P-015-21 Consider action on the application of Tom Miller creating a Replat of Addition, Halton City, Texas. P-015-21 Consider action on the application of Travis Hazelwood for a conditional use permit in the "C-3" Commercial district to allow for automobile and light light repair shops located on approximately 0.45 acres of land, locally known as 3228 Friendship Lane. Notice is also hereby given that the City Council will hold a public hearing on September 27, 2021 in the Council Chambers at 6:00PM at 5024 Broadway Avenue, Halton City, Texas to consider the same above. Signed this 28th day of August, 2021. Art Camacho, City Secretary JPL0039047 Aug 30 2021

LEGAL NOTICE

Notice is hereby given that the Sign Board of Appeals for the City of Halton City, Texas will hold Public Hearings beginning at 5:30 pm, on September 14, 2021 in the City Council Chambers at 5024 Broadway Avenue, Halton City, Texas to consider the same above. Signed this 28th day of August, 2021. Art Camacho, City Secretary JPL0039047 Aug 30 2021

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NOTICE OF PUBLIC HEARINGS CITY COUNCIL

CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
SEPTEMBER 13, 2021 6:30 PM
Notice is hereby given that a public hearing shall be held in the City of Watauga Council Chambers located at 7105 Whitley Road, Watauga, Texas at 6:30 p.m. during the regular City Council meeting to consider action on a final report and hold a public hearing to receive comments for and against that report concerning a request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 238 of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton at 200 Tean Street, Fort Worth, TX 76102. Interested persons may call Mr. Clair C. Davis, PE, CFM at (817) 392-2861 for additional information from Monday to Friday during normal business hours. JPL0038766 Aug 30 2021

NOTICE OF PUBLIC HEARING WATAUGA CITY COUNCIL

CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
MONDAY, SEPTEMBER 13, 2021 6:30 PM
Notice is hereby given that the Watauga City Council will hold a Public Hearing on the proposed changes to the City's user fees and charges on September 13, 2021, during the Council meeting which begins at 6:30 p.m. in the Council Chambers at City Hall, 7105 Whitley Road, Watauga, Texas 76148. The City Council will consider the following: 1. A resolution to revise the user fees and charges to fees designed to recoup all or a portion of the costs associated with specific services to include Water and Wastewater charges, permits, inspection, building and development fees, parks and recreation fees, emergency management services (ambulance) fees, and other administrative fees. A detailed listing of these fees is attached and can be found on the City's website, www.cowtexas.gov. Signed this 28th day of August, 2021. Art Camacho, City Secretary JPL0039047 Aug 30 2021

NOTICE OF PUBLIC HEARING WATAUGA CITY COUNCIL

CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
MONDAY, SEPTEMBER 13, 2021 6:30 PM
Notice is hereby given that the Watauga City Council will hold a Public Hearing on the proposed changes to the City's user fees and charges on September 13, 2021, during the Council meeting which begins at 6:30 p.m. in the Council Chambers at City Hall, 7105 Whitley Road, Watauga, Texas 76148. The City Council will consider the following: 1. A resolution to revise the user fees and charges to fees designed to recoup all or a portion of the costs associated with specific services to include Water and Wastewater charges, permits, inspection, building and development fees, parks and recreation fees, emergency management services (ambulance) fees, and other administrative fees. A detailed listing of these fees is attached and can be found on the City's website, www.cowtexas.gov. Signed this 28th day of August, 2021. Art Camacho, City Secretary JPL0039047 Aug 30 2021

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NOTICE OF PUBLIC HEARINGS PLANNING AND ZONING COMMISSION

CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA, TEXAS 76148
SEPTEMBER 13, 2021 6:30 PM
Notice is hereby given that a public hearing to be held in the City of Watauga Council Chambers located at 7105 Whitley Road, Watauga, Texas at 6:30 p.m. during the regular City Council meeting, for the purpose of hearing the following cases: P 21-02: Consider a preliminary report and hold a public hearing to hear comments for or against that report concerning a request for a re-zoned to allow for Runey Road Townhome Development, commonly known as 5900 Runey Road, Lots 1, 2 and 3, Block 1, Huffman Addition. The subject property is located on the south side of Runey Road east of Whitley Road and west of Indian Springs Road. Clarence Huffman, owner, David Washington Jr., applicant/agent. FLUP 21-01: Consider a preliminary report and hold a public hearing to hear comments for or against that report concerning an amendment to the 2020 City of Watauga Comprehensive Plan Update and to discuss and receive recommendations from the (WEDC) Watauga Economic Development Commission for amendment to the City of Watauga 2016 Comprehensive Plan with the newly proposed RTM classification to allow for drive-thru establishments. P 21-02: Consider a preliminary report and hold a public hearing to hear comments for or against that report concerning an amendment to the 2020 City of Watauga Comprehensive Plan Update and to discuss and receive recommendations from the (WEDC) Watauga Economic Development Commission for amendment to the City of Watauga 2016 Comprehensive Plan with the newly proposed RTM classification to allow for drive-thru establishments. P 21-02: Consider a preliminary report and hold a public hearing to hear comments for or against that report concerning an amendment to the 2020 City of Watauga Comprehensive Plan Update and to discuss and receive recommendations from the (WEDC) Watauga Economic Development Commission for amendment to the City of Watauga 2016 Comprehensive Plan with the newly proposed RTM classification to allow for drive-thru establishments. P 21-02: Consider a preliminary report and hold a public hearing to hear comments for or against that report concerning an amendment to the 2020 City of Watauga Comprehensive Plan Update and to discuss and receive recommendations from the (WEDC) Watauga Economic Development Commission for amendment to the City of Watauga 2016 Comprehensive Plan with the newly proposed RTM classification to allow for drive-thru establishments. 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THANK YOU for your legal submission!

Your legal has been submitted for publication. Below is a confirmation of your legal placement. You will also receive an email confirmation.

ORDER DETAILS**Order Number:**

IPL0038982

Order Status:

Submitted

Classification:

Legals & Public Notices

Package:

FTW - Legal Ads

Final Cost:

117.04

Payment Type:

Account Billed

User ID:

IPL0019627

ACCOUNT INFORMATION

CITY OF WATAUGA IP

7105 WHITLEY RD

FORT WORTH, TX 76148-2024

817-281-8047

noemail@noemail.com

CITY OF WATAUGA

TRANSACTION REPORT**Date**

August 27, 2021 2:25:18 PM EDT

Amount:

117.04

SCHEDULE FOR AD NUMBER IPL00389820

August 29, 2021

Fort Worth Star-Telegram

PREVIEW FOR AD NUMBER IPL00389820**NOTICE OF PUBLIC HEARINGS**

CITY COUNCIL

CITY HALL COUNCIL CHAMBER

7105 WHITLEY ROAD, WATAUGA,

TEXAS 76148

SEPTEMBER 13, 2021

6:30 P.M.

Notice is hereby given of a public hearing to be held in the City of Watauga Council Chambers located at 7105 Whitley Road, Watauga, Texas 76148, on Wednesday, September 13, 2021 at 6:30 p.m. during the regular City Council meeting, to consider action on a final report and hold a public hearing to receive comments for or against that report concerning a request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton Highway. Applicant, Ali Behzadpour, Managing Member of InvMax LLC. (Z. 21-02) The second hearing is to consider action on a final report and hold a public hearing to receive comments for or against that report concerning text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in General Business and Commercial zoning districts pursuant to a specific use permit, providing spacing requirements between such stores, and providing spacing requirements between such stores and other land uses. (ORD. 21-01)

Published on Sunday, August 29, 2021, in the Star Telegram, Legal Notices Section.

I, Raquel Guajardo, Deputy City Secretary for the City of Watauga, Texas, hereby certify that this notice was posted on the official bulletin board at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, August 27, 2021 before 6:30 p.m., in accordance with Chapter 551 of the Texas Government Code.

/s/Raquel Guajardo

Raquel Guajardo, Deputy City Secretary

W00000000

Publication Dates

[<< Click here to print a printer friendly version >>](#)



Public Hearing Notice – Zoning Change

August 3, 2021

Dear Property Owner:

The Planning and Zoning Commission will hold a public hearing to consider an application for zoning change during their regular meeting on Wednesday, August 18, 2021 at 6:30 PM in the City Council Chamber at Watauga City Hall, 7105 Whitley Road. The City Council will also hold a public hearing to consider the application for zoning change during their regular meeting on Monday, September 13, 2021 at 6:30 PM in the Council Chamber at Watauga City Hall, 7105 Whitley Road. The purpose is to hear the following case:

Z. 21-02: Consider request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton Highway. Applicant, Ali Behzadpour, Managing Member of InvMax, LLC.

In accordance with State law, you are receiving this notice due to public records available through Tarrant Appraisal District which reflect you are the owner(s) of one or more parcels within two hundred (200) feet of the subject property. A site map is attached for your information. This notice will serve as public notice for all properties owned in the subject area.

If you are interested, you are invited to attend these meetings. If you cannot attend these meetings and wish to provide written comments or documentation to the Commission, please return your information on the attached response form.

If you have any questions, please contact me at 817-514-5827 or e-mail jgarcia@wataugatx.org.

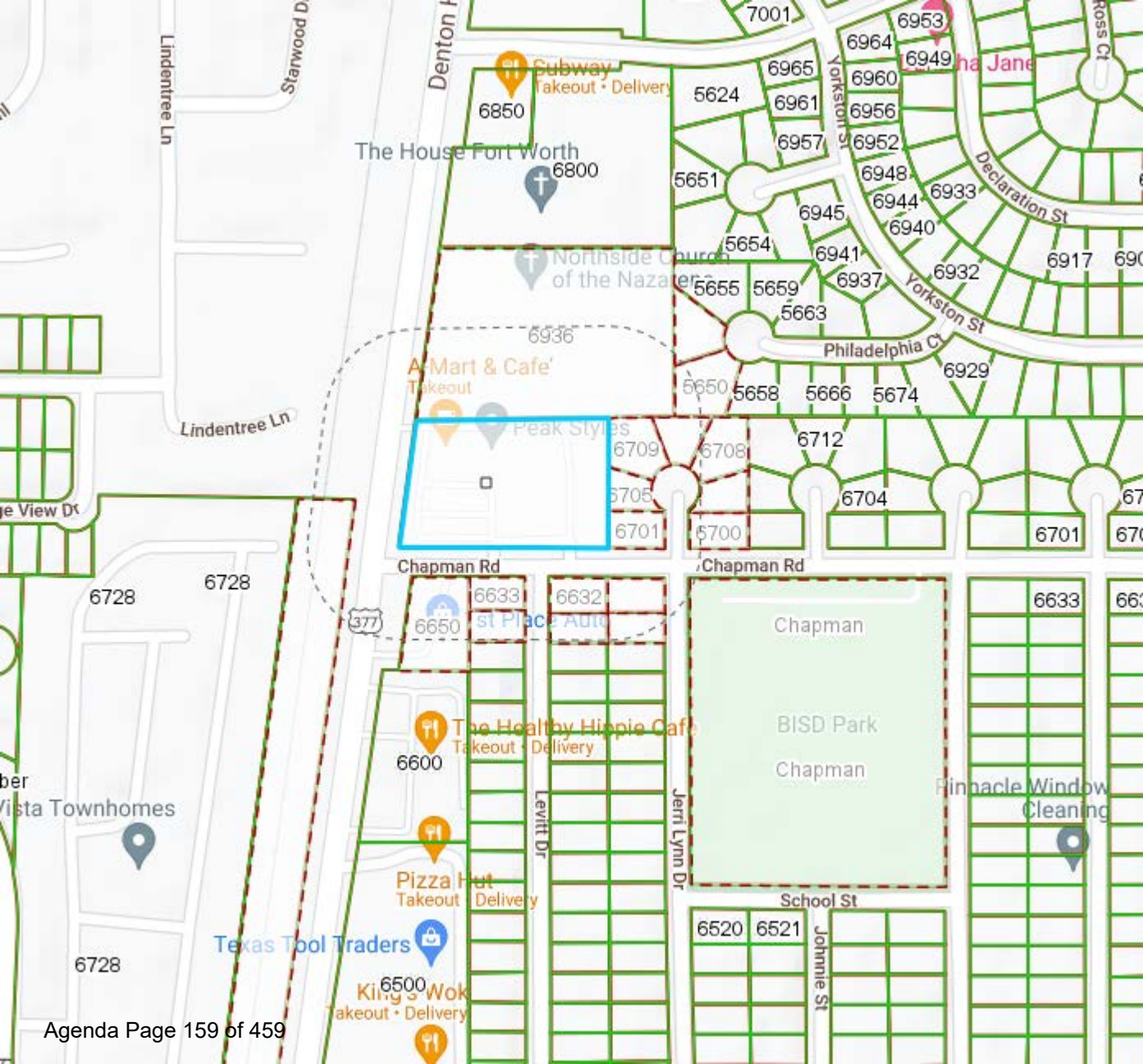
Sincerely,

A handwritten signature in blue ink that reads "Jeannette Garcia". The signature is fluid and cursive, with the first name and last name clearly distinguishable.

Jeannette Garcia
Planning and Zoning Coordinator

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

FILE COPY



To: City of Watauga, Texas

From: _____

(Address of Your Property that Could Be Impacted by this Request)

RE: **Z. 21-02:** Consider request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton Highway. Applicant, Ali Behzadpour, Managing Member of InvMax, LLC.

☐

I PROTEST THE PROPOSED ZONING CHANGE

☐

I SUPPORT THE PROPOSED ZONING CHANGE

Basis for your protest/support _____

Printed Name

Signature

Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

Owner	Owner_Address	Owner_City State	Owner_Zip	Situs_Address
INVMAX LLC	2800 S. Pipeline Rd	Eules TX	76040	6700 Denton Hwy
N FW Chuch of Nazarene	15653 E US Highway 243	Kaufman TX	75142	6936 Denton Hwy
Union Pacific Railroad Co	1400 Douglas Stop 1640 St	Omaha NE	68179	Watauga Rd
Tri Dal Real Estate LTD	540 Commerce St	Southlake TX	76092-9113	6650 Denton Hwy
Chetri Man Mohan	9529 Saltbrush St	Fort Worth TX	76177	6633 Levitt Dr
Ma Tu Marip	7048 Glenview Dr 41	N Richland Hills TX	76180	6629 Levitt Dr
Juan P Ortega & Servin Luna Maria	6632 Levitt Dr	Watauga TX	76148	6632 Levitt Dr
Anh & Hien Thi Hoang	6628 Levitt Dr	Fort Worth TX	76148-2530	6628 Levitt Dr
Michael & Lisa Luedtke	6633 Jerri Lynn Dr	Watauga TX	76148-2519	6633 Jerri Lynn Dr
Sandra L Mollett	6629 Jerri Lynn Dr	Watauga TX	76148-2519	6629 Jerri Lynn Dr
Birdville ISD	6125 E Belknap St	Fort Worth TX	76117-4204	5700 Chapman Rd
Laura Francis Lawson	6700 Jerri Lynn Ct	Watauga TX	76148-1953	6700 Jerri Lynn Ct
Ray D & Antrice Lewis	6704 Jerri Lynn Ct	Watauga TX	76148	6704 Jerri Lynn Ct
Diane S Daigh	6708 Jerri Lynn Ct	Watauga TX	76148-1953	6708 Jerri Lynn Ct
Shilpa Tanwar	1200 Rosewood Ln	Allen TX	75002-5089	6712 Jerri Lynn Ct
Nathan V McRaney	6709 jerri Lynn Ct	Watauga TX	76148-1953	6709 Jerri Lynn Ct
George Garza	2901 Elinor St	Fort Worth TX	76111-6227	6705 Jerri Lynn Ct
Souksavanh& B Detvongsa	6701 Jerri Lynn Ct	Watauga TX	76148-1953	6701 Jerri Lynn Ct
Dawn M Humphries	5650 Philadelphia Ct	Watauga TX	76148-1956	5650 Philadelphia
Ravines Martin Rafael La Rosa	5651 Philadelphia Ct	Watauga TX	76148-1956	5651 Philadelphia



Beaufort Gazette
Belleville News-Democrat
Bellingham Herald
Bradenton Herald
Centre Daily Times
Charlotte Observer
Columbus Ledger-Enquirer
Fresno Bee

The Herald - Rock Hill
Herald Sun - Durham
Idaho Statesman
Island Packet
Kansas City Star
Lexington Herald-Leader
Merced Sun-Star
Miami Herald

el Nuevo Herald - Miami
Modesto Bee
Raleigh News & Observer
The Olympian
Sacramento Bee
Fort Worth Star-Telegram
The State - Columbia
Sun Herald - Biloxi

Sun News - Myrtle Beach
The News Tribune Tacoma
The Telegraph - Macon
San Luis Obispo Tribune
Tri-City Herald
Wichita Eagle

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
18806	109698	Print Legal Ad - IPL0034800		\$88.12	1	47 L

Attention: Raquel Guajardo

CITY OF WATAUGA
7105 WHITLEY RD
FORT WORTH, TX 761482024

NOTICE OF PUBLIC HEARINGS

PLANNING AND ZONING
COMMISSION
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA,
TEXAS 76148
AUGUST 18, 2021
6:30 P.M.

Notice is hereby given of a public hearing to be held in the City of Watauga Council Chambers located at 7105 Whitley Road, Watauga, Texas 76148, on Wednesday, August 18, 2021, at 6:30 p.m. during the regular Planning and Zoning Commission meeting, for the purpose of hearing the following cases:

Z. 21-02: Consider request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton Highway. Applicant, Ali Behzadpour, Managing Member of InvMax, LLC.

ORD. 21-01: Review recommendation of the City of Watauga Planning and Zoning Commission's Preliminary Report to consider text amendments to the City's Zoning Ordinance.

Published on Friday, July 30, 2021, in the Star Telegram, Legal Notices Section.

I, Raquel Guajardo, Deputy City Secretary for the City of Watauga, Texas, hereby certify that this notice was posted on the official bulletin board at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, July 30, 2021, before 6:30 p.m., in accordance with Chapter 551 of the Texas Government Code.

Raquel Guajardo, Deputy City Secretary
IPL0034800
Jul 30 2021

THE STATE OF TEXAS COUNTY OF TARRANT

Before me, a Notary Public in and for said County and State, this day personally appeared Amanda Grisham, Bid and Legal Coordinator for the Star-Telegram, published by the Star-Telegram, Inc. at Fort Worth, in Tarrant County, Texas; and who, after being duly sworn, did depose and say that the attached clipping of an advertisement was published in the above named paper on the listed dates:

No. of Insertions: 1

Beginning Issue of: 07/30/2021

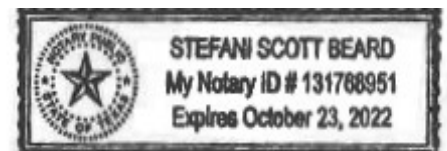
Ending Issue of: 07/30/2021

Amanda Grisham

Sworn to and subscribed before me this 30th day of July in the year of 2021

Stefani Beard

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!



AGENDA MEMORANDUM

DATE: August 17, 2021

TO: Honorable City Council Members

FROM: Paul Hackleman, Director of Public Works
Randy Richards, Building Official

SUBJECT: Public hearing to receive comments for or against proposed text amendments to the City's zoning chapter allowing for the location of packaged liquor stores in General Business (GB) and Commercial (C) Districts pursuant to a specific use permit; providing spacing requirements between such stores; providing spacing requirements between such stores and other land uses; and consider action on Planning and Zoning's final report and an ordinance providing zoning rules and regulations for packaged liquor stores, providing for repeal; providing for severability; providing a penalty and providing an effective date

BACKGROUND/INFORMATION:

Over the last year there has been increasing market interest in the City of Watauga for liquor establishments. Therefore, revisions are proposed to the zoning ordinance related to Sec. 115-6. Permitted principal, accessory and specific use permit uses; Sec. 115-85. Permitted use table of the Zoning Ordinance; and creating Article IV Sec. 4-60 through 4-61 regarding Liquor Stores (Packaged). The revisions would add to the Code of Ordinance and Table of Uses, a designation for "Liquor Store"; definitions and specific regulations for permitting. All proposed text amendments are consistent with the Comprehensive Land Use Plan.

Liquor Stores (Packaged) shall only be permitted upon approval of a local option election to legalize the sale of packaged liquor within the corporate jurisdiction.

FINANCIAL IMPLICATIONS:

NA

RECOMMENDATION/ACTION DESIRED:

Staff recommends approval and respectfully recommend the Council consider the comments heard during the public hearing and final report of the text amendment additions received.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:



AGENDA MEMORANDUM

1. Ord ZTA Packaged Liquor Store
2. FINAL REPORT TEXT AMEND ALCOHOLIC BEVERAGES Received in CSO 8.24.21 at 0454 p.m.
3. Redline Sec. 115-6. Permitted principal accessory and specific-uses - Liquor Store (Packaged)
4. Redline Sec. 115-85 Permitted Use Table - Liquor Store (Packaged)
5. Background: Fort Worth Star-Telegram - August 30, 2021
6. Background: Residents to Notify - RESPONSE REC'D - thru 09022021
7. Background: FWST Order Confirmation - PH Notice Sept. 13, 2021 - IPL0038982
8. Background: Star Telegram - Affidavit of Publication - July 2, 2021
9. Background: Public Hearing Notice - Mailed
10. Background: Chapter 4 Liquor Store Ordinance

REVIEWED BY:

Paul Hackleman, Director of Public Works

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 9/2/2021

Approved - 9/7/2021

Final Approval - 9/8/2021

CITY OF WATAUGA, TEXAS
ORDINANCE NO. _____

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS; AMENDING THE ZONING CHAPTER OF THE CITY OF WATAUGA, TEXAS CODE OF ORDINANCES; PROVIDING RULES AND REGULATIONS FOR PACKAGED LIQUOR STORES; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING A PENALTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Zoning Commission of the City of Watauga and the City Council of the City of Watauga have each conducted, in the time and manner and after the notice required by law and the Zoning Chapter of the City of Watauga Code of Ordinances, public hearings on certain proposed amendments to the Zoning Chapter of the City of Watauga, Texas; and

WHEREAS, all persons appearing at such public hearings who desired to speak on such proposed amendments were afforded that opportunity and their comments were duly noted and considered; and

WHEREAS, after its public hearing, the Planning and Zoning Commission made its recommendation and final report to the City Council; and

WHEREAS, the City Council of the City of Watauga has determined that adoption of this ordinance is in the interest of the general health, safety, and welfare of the community; and

WHEREAS, the City Council now deems it appropriate to approve the proposed amendments; now, therefore,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Watauga, Texas that:

I.

The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct.

II.

The Code of Ordinances of the City of Watauga, Texas, is hereby amended by deleting Section 115-6 of Chapter 115 of the Code of Ordinances and substituting therefor a new Section 115-6 of Chapter 115 as set forth in **Exhibit A**.

III.

The Code of Ordinances of the City of Watauga, Texas, is hereby amended by deleting Section 115-85 of Chapter 115 of the Code of Ordinances and substituting therefor a new Section 115-85 of Chapter 115 as set forth in **Exhibit B**.

IV.

This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Watauga, Texas, and this Ordinance shall not operate to repeal or affect any of such other ordinances, except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other ordinance(s) are hereby repealed.

V.

If any section, sub-section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

VI.

It shall be unlawful for any person to violate any provision of this Ordinance. Any person who violates, or any person who causes or allows another person to violate, any provision of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than Two Thousand Dollars (\$2000.00). Each occurrence of any violation of this Ordinance shall constitute a separate offense. Each day in which any violation of this Ordinance occurs shall constitute a separate offense.

VII.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas, the 13th day of September, 2021.

APPROVED:

ARTHUR L. MINER, MAYOR

ATTEST:

ANDREA GARDNER, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

RUSSELL RODRIGUEZ HYDE BULLOCK, LLP
CAROLINE KELLEY, CITY ATTORNEY

EXHIBIT A

Sec. 115-6. Permitted principal, accessory and specific use permit uses.

The following uses are permitted as provided in this chapter:

Accessory building (business). In a commercial district, a subordinate building attached or detached, and used for a purpose customarily incidental to the main structure.

Accessory building (industrial). In an industrial district, a subordinate building attached or detached, and used for a purpose customarily incidental to the main structure.

Accessory building (residential). In a residential district, a subordinate building attached or detached and used for a purpose customarily incidental to the main structure, located on the same lot, such as a private garage for automobile storage, tool house, greenhouse, hobby shop (no business), home workshop, children's play house, storage house, garden shelter, but not involving the conduct of a business.

Amusement center, indoor. A facility providing game equipment for entertainment and amusement as its primary source of income. Games contained in the facility may include coin-operated machines utilizing balls, pins, and baskets, video equipment, and pinball. Other equipment may include skill games such as pool, billiards, bowling, shuffleboard, darts, and batting cages. Any combination of these games may be used in the facility. However, the combination of any four coin-operated game machines shall constitute an amusement center.

Amusement center, outdoor. Any amusement enterprise offering entertainment or games of skill to the general public for a fee or charge wherein any portion of the activity takes place in the open.

Amusement center, teen club. A nightclub which caters primarily to patrons who are minors and in which no alcoholic beverages are sold or permitted and all activities occur indoors.

Amusement center (with alcohol). A facility which includes bowling alleys, pool halls, billiard halls or arcades, that provides entertainment or games of skill to the general public for a fee or charge wherein any portion of the activity takes place indoors or outdoors and which permits alcoholic beverages to be sold, served, or consumed on-site.

Amusement park. An amusement enterprise offering rides such as roller coasters and games to the general public for a fee or charge wherein the majority of the activity takes place in the open.

Animal grooming. An establishment that offers to the general public the service of animal grooming for domestic pets. No boarding or medical care is provided.

Animal hospitals and clinics (for the care and temporary boarding of domestic household pets). The office and clinic of a doctor of veterinary medicine, not including outside treatment pens or outside boarding.

Antique shop. An establishment offering for sale articles such as glass, china, furniture or similar furnishings and decorations which have value and significance as a result of age, design or sentiment.

Apartment. A room or a suite of rooms within an apartment house arranged, intended, or designed for a place of residence of a single family, individual, or a group of individuals.

Apartment house. Same as *Dwelling, multifamily*.

Apparel alteration and repair shop. An establishment offering alteration and repair of clothing apparel to the public.

Appliance repair, household. A shop specializing in the repair of household appliances, including televisions, radios and other small electronic devices.

Art gallery. An establishment offering for viewing and sale works of art to the general public.

Asphalt or concrete batching plant (permanent). A permanent installation of facilities and materials required to manufacture hot mix asphaltic concrete or Portland cement concrete.

Asphalt or concrete batching plant (temporary). A temporary installation of facilities and materials required to manufacture hot mix asphaltic concrete or Portland cement concrete. See section 115-63, Supplemental regulations.

Assembly hall. A building and grounds owned and operated by a public or private nonprofit organization which serves as a meeting facility for groups, and may provide social, educational, recreational, and developmental training programs.

Assembly plant. A facility for the assembly of equipment including automobiles, trucks, farm machinery, railroad cars, engines, and appliances from components fabricated for the most part in other locations.

Auto, auction. An enclosure or area, including outside storage, designed for the sale of automobiles at auction or using other sales techniques.

Auto, carwash. A facility or area for the cleaning or steam cleaning, washing, polishing, or waxing of passenger vehicles by machine or hand-operated facilities. A car wash may be:

- (1) A single unit type that has a single bay or a group of single bays with each bay to accommodate one vehicle only; or
- (2) A tunnel type that allows washing multiple vehicles in a tandem arrangement while moving through the structure.

Auto, gasoline or motor fuel sales with or without a convenience store. A facility or area designed for the retail sale of motor vehicle fuel dispensed from pumps with or without a convenience store offering for sale prepackaged food products, household items and other goods commonly associated with the same are sold.

Auto, impound lot/wrecker business. An accessory use where vehicles owned by someone other than the property owner are temporarily stored.

Auto, paint and body shop. An automobile related use where vehicles are repainted, the exterior repaired and replaced, frames straightened, damaged panels repaired and replaced, and window glass is repaired and replaced.

Auto, parts and accessory stores. An automotive store with the primary purpose of selling new auto parts and accessories for automobiles, trucks, and vans.

Auto, rental (car and truck). Establishments primarily engaged in the short-term rental or extended-term leasing of automobiles and trucks, not including truck tractors or semitrailers. No rental trucks shall be located in any multi-use shopping center.

Auto, repair garage. An enclosed facility designed for the repair and maintenance of automobiles, trucks, and vans with outside storage of vehicles if screened by the facility and located in the rear yard out of view from the public right-of-way. No repair or maintenance conducted outside of the garage on any vehicle including truck trailers and semitrailers. This definition includes any businesses that conducts automotive maintenance activities such as engine tune-ups, lubrication, minor repairs, and carburetor cleaning.

Auto, sales, new (outdoor). A motor vehicle retail establishment operated by a franchised dealer. A "franchised dealer" means a person who holds a franchised motor vehicle dealer's license issued under the Texas Transportation Code, and is engaged in the business of buying, selling, or exchanging new motor vehicles and servicing or repairing motor vehicles under a manufacturer's warranty at an established and permanent place of business under a franchise in effect with a manufacturer or distributor. For purposes of this definition, motor vehicles are not considered outside storage. Accessory uses may include the sale of used motor vehicles, auto service, and auto repair activities, as defined elsewhere in this Code.

Auto service station/convenience store. Reserved.

Auto service station/light maintenance. Reserved.

Auto, service station/restaurant. Any premises where gasoline and other petroleum products are sold as a principal use and in connection with the primary use, and a secondary use of a restaurant is provided.

Aviation field. An area improved for the landing or takeoff of aircraft, approved by the Federal Aviation Administration for operation as an airport.

Bakery or industrial confectionery. A facility which primarily produces large quantities of baked goods for distribution off of the premises.

Bakery or wholesale candy. A manufacturing facility for either baked goods or candy with the purpose of selling the products at off-site retail locations.

Bank, savings and loan association, financial institution. A building or premise offering banking, savings and loan, and other financial services. (Not including pawnshops as herein defined.)

Bar, tavern, or nightclub. Any establishment serving alcoholic beverages in which the principal business is the sale of such beverages at retail for consumption on the premises and where the sale of food for consumption on the premises is secondary. In addition, a dance floor or entertainment may be provided. (Does not include sexually oriented businesses.)

Beauty/barber or other personal shop. An establishment which provides personal services including haircuts, perms, color treatments, manicures, pedicures and other personal beauty services.

Bed and breakfast (nonresidential district). A tourist lodging service within the rooms of a dwelling located on a property served by a single utility meter and single water meter and wastewater service, occupied by a resident manager and located in a district zoned other than residential.

Bed and breakfast (residential district). A tourist lodging service within the rooms of a single-family residence occupied by the owner or resident manager and located on a property served by a single utility meter and single water and wastewater service within a residential district of the city.

Boardinghouse or lodginghouse. A building other than a hotel, motel, or other establishment that offers short-term accommodations for transients, occupied as a single housekeeping unit, where lodging or meals are provided for five or more persons for compensation, pursuant to previous arrangements.

Brick kiln or tile plant. A manufacturing facility for making brick or tile products, with product and raw material storage.

Building materials manufacturing. A facility for the production of building materials which include fiberglass, wallboard, shingles, etc.

Building materials sales. A distribution and sales center for retail and wholesale hardware, plumbing, lumber, and other materials used in the building trade.

Bus station, terminal. A facility for regularly scheduled bus services with passenger lounge and ticketing services.

Cabinet and upholstery shop. A shop for the assembly of cabinetry for domestic use and furniture repairing and upholstery.

Caretaker's or guard's residence. A residence located on a premises with a main nonresidential or residential use occupied only by an employee of the principal use. Manufactured or industrialized homes are not permitted for this use.

Carpet cleaning establishment. An establishment which provides commercial cleaning of carpeting and/or rugs as a retail service. Such service shall be performed in a consumer's home or place of business.

Cement or hydrated lime plant. A manufacturing facility and process for making cement, hydrated lime, and byproducts including storage of products and raw materials.

Cemetery or mausoleum. An area or structure designed to contain the remains of humans or animals for permanent interment.

Chemical laboratory. A facility for the on-site manufacturing processes used in chemical and associated laboratory manufacturing.

Clinic. Offices for one or more physicians, surgeons, chiropractors, or dentists engaged in the treatment of the sick or injured, but not including rooms for the abiding of patients.

Clothing store, retail/secondhand/thrift. An establishment which is engaged in retail sales of used clothing and associated materials, goods, and merchandise.

Community center. A place or facility dedicated to social or recreational activities, serving the city or a neighborhood thereof and owned and operated by the city, or by a nonprofit organization dedicated to promoting the health, safety, or general welfare of the city.

Contractor, electrical/mechanical/plumbing (no outside storage). A business whose primary use provides a service by installing electrical, mechanical, or plumbing systems; which may also have limited sales of electrical, mechanical, or plumbing supplies or equipment as a secondary use incidental to its primary use. No outside storage is permitted.

Contractor, electrical/mechanical/plumbing (outside storage permitted). A business whose primary use provides a service by installing electrical, mechanical, or plumbing systems which may also have limited sales of electrical, mechanical, or plumbing supplies or equipment as a secondary use incidental to its primary use. Outside storage permitted.

Contractor's storage or equipment yard. An area located on the same lot or separate lot, used for outside storage of construction equipment, including vehicles and construction material.

Copy shop. A small commercial printing shop which sells on-site most of the items printed along with associated items.

Correctional facilities (including pre-parole centers). A facility housing those who have been involved in the criminal justice system or related program and serving an adjudicated sentence, but not housing individuals convicted of violent or sexual crimes.

Dance hall. An establishment offering a dance floor and entertainment for the general public. (Does not include sexually oriented businesses.)

Day care center, adult. A facility that provides services under an adult day-care program on a daily or regular basis but not overnight to four or more elderly or handicapped persons who are not related by blood, marriage, or adoption to the owner of the facility.

Day care center, child. A child-care facility that provides care at a location other than the residence of the director, owner, or operator of the child-care facility for seven or more children under 14 years of age for less than 24 hours a day, but at least two hours a day, three or more days a week.

Day care, in the home. A private residence that provides regular care in the caretaker's own residence for not more than six children under 14 years of age, excluding children who are related to the caretaker, and that provides care after school hours for not more than six additional elementary school children, but the total number of children, including children who are related to the caretaker, does not exceed 12 at any given time. The term does not include a home that provides care exclusively for any number of children who are related to the caretaker.

Department store. A store offering a variety of comparison and consumptive goods, including lawn and garden products, at a retail price to the general public.

Dwelling, assisted living facility. A facility intended to provide dwelling units for occupancy by persons requiring the level of care and support defined by the state as "supervised living."

Dwelling, caretaker/guard residence. A residential use located within the building or structure of a nonresidential use where quarters are occupied by an owner or employee of a business occupying some or all of the remainder of the building or structure where living facilities are distinctly separate from and secondary to the nonresidential structure or use.

Dwelling, four-family. A detached residential building containing four dwelling units.

Dwelling, HUD-code manufactured home. A structure, constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width or 40 body feet or more in length, or, when erected on-site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air conditioning and electrical systems. The term does not include a recreational vehicle as defined by 24 CFR 3282.8(g).

Dwelling, industrialized housing. A residential structure that is designed for the use and occupancy of one or more families, that is constructed in one or more modules or constructed using one or more modular components built at a location other than the permanent site, and that is designed to be used as a permanent residential structure when the modules or modular components are transported to the permanent site and are erected or installed on a permanent foundation system. The term does not include any residential structure that is in excess of three stories or 49 feet in height as measured from the finished grade elevation at the building entrance to the peak of the roof. Industrialized housing includes the structure's plumbing, heating, air conditioning, and electrical systems. The term shall not mean nor apply to:

- (1) Housing constructed of sectional or panelized systems not utilizing modular components; or
- (2) Any ready-made home which is constructed so that the entire living area is contained in a single unit or section as a temporary location for the purpose of selling it and moving it to another location.

Dwelling, mobile home. A structure that was constructed before June 5, 1976, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width or 40 body feet or more in length, or, when erected on-site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems.

Dwelling, multifamily. A residential building containing five or more dwelling units, with the number of

families in residence not exceeding the number of dwelling units provided.

Dwelling, single-family. A detached residential building, not including a mobile home or a HUD-code manufactured home, which contains not more than one dwelling unit.

Dwelling, three-family. A detached residential building containing three dwelling units.

Dwelling, two-family. A detached residential building containing two dwelling units.

Electrical generating station. A facility designed to convert electrical current from other energy sources for consumption by dwellings and other structures.

Electrical substation. A facility designed to convert electrical current to a different phase or voltage prior to consumption by dwellings and other structures.

Electrical transmission line. A high voltage line used to transmit electrical current to or between electrical substations or long distances and customarily associated with towers.

Electronics manufacturing. A facility for the production of printed circuit boards, microchips and other electronic parts which may be assembled on-site into end products such as computers, televisions, radios and communication equipment.

Equipment, tool rental. An establishment that provides equipment and tools for rent by the general public to be used off-site. All storage of rental equipment and tools shall be contained within the limits of the primary structure.

Farm, truck garden, orchard, or nursery. A parcel of land used for the growing or raising of plants, shrubs, and trees and other agricultural products, including related structures thereon provided no sales office is maintained on the premises, and provided that no obnoxious fertilizer is stored upon the premises, and that no obnoxious soil or fertilizer processing is conducted thereon.

Frozen food locker/ice locker. A facility for the storage of frozen food or ice for retail sale for individual or family use, not including food processing, except for cutting or wrapping.

Funeral home/mortuary.

(1) A building or part thereof used for human funeral services. Such building may contain space and facilities for:

- a. Cremation facilities, embalming, and the performance of other services used in preparation of the dead for burial;
- b. The performance of autopsies and other surgical procedures;
- c. The storage of caskets, funeral urns, and other related funeral supplies; and
- d. The storage of funeral vehicles.

(2) Where a funeral home is permitted, a funeral chapel shall also be permitted.

Furniture or appliance store. A retail establishment offering home furnishings and appliances, including televisions, radios, and other electronic devices, for sale to the general public.

Garage, parking. A building or portion thereof, other than a private garage, used exclusively for parking or storage of self-propelled vehicles, but with no other services provided except facilities for washing.

Garage, private. A building for parking only of motor vehicles belonging to the occupant of the same premises, having an entrance door at least 16 feet in width and opening onto a paved or surfaced area used primarily as a driveway for motor vehicles.

Garage, public. A building other than a private or parking garage, used for the care or repair of self-propelled vehicles or where such vehicles are kept for remuneration, hire or sale.

Golf course, driving range. An establishment offering areas for driving of golf balls, including "pitch and putt" facilities.

Golf course, miniature. An establishment offering facilities for miniature golf.

Golf course, private. Rounds and facilities used in the playing of the game golf, for use by private membership on a site containing a total area of not less than 40 acres.

Golf course, public. Grounds and facilities used in the playing of the game golf, privately owned but open to the public for a fee and operated as a commercial venture.

Greenhouse or plant nursery. An establishment operated for commercial purposes, offering plants grown on-premises and off-premises and associated products for sale for use in connection with home gardening activities.

Grocery store. Retail grocery stores, commonly known as supermarkets, food stores, and grocery stores, primarily engaged in the retail sale of all sorts of canned foods, dry goods, fresh fruits and vegetables, and fresh and prepared meats, fish and poultry.

Group home for the disabled (see also family). A dwelling shared by four or more disabled persons, including resident staff, who live together as a single housekeeping unit and in a long-term, family-like environment in which staff persons provide care, education and participation in community activities for the residents with the primary goal of enabling the resident to live as independently as possible in order to reach their maximum potential. As used herein, a person is disabled if the person whose ability to care for himself, perform manual tasks, learn, work, walk, see, hear, speak, or breathe is substantially limited because the person has:

- (1) An orthopedic, visual, speech, or hearing impairment;
- (2) Alzheimer's disease;
- (3) Pre-senile dementia;
- (4) Cerebral palsy;
- (5) Epilepsy;
- (6) Muscular dystrophy;
- (7) Multiple sclerosis;
- (8) Cancer;
- (9) Heart disease;
- (10) Diabetes;
- (11) Mental retardation;
- (12) Autism; or
- (13) Emotional illness.

Gymnasium. A building or room used for physical education and sports, which may be equipped with gymnastics or other sports-related equipment and which may have seating in which spectators may view sports activities.

Halfway house. A licensed home for inmates on release from more restrictive custodial confinement or initially placed in lieu of such more restrictive custodial confinement, wherein supervision, rehabilitation, and counseling are provided to mainstream residents back into society, enabling them to live independently. Such placement is pursuant to the authority of the local, state, or federal department of corrections, but not including individuals convicted of violent or sexual crimes.

Health club/recreation facility. An indoor facility including uses such as game courts, exercise equipment, locker rooms, Jacuzzi, and/or sauna and pro shop, gymnasiums, private clubs (athletic, health or recreational), reducing salons and weight control establishment.

Health service facilities (outpatient). Clinics, offices, dentist, doctors and/or other practitioners of the healing arts licensed or similarly recognized under the laws of the state. Also including offices for specialists in supportive health services such as physical, audio, and speech therapy, podiatry, and psychological testing and counseling, dental, medical, and optical labs, and blood banks.

Heliport. A landing facility for rotary wing aircraft subject to regularly scheduled use and may include fueling or servicing facilities for such craft.

Helistop. A landing pad for occasional and infrequent use by rotary wing aircraft with no fueling facilities.

Hobby shop. An establishment providing retail sales of items commonly associated with hobbies, including display area for hobbies.

Hobby studio, private. An accessory activity area, used by the occupants of the premises purely for personal enjoyment, amusement, recreation, or cultivation of artistic talents.

Home occupation. An occupation conducted in a dwelling unit or accessory building, provided that it is clearly "transparent" to the neighborhood and meets all of the requirements as defined in section 115-85(b), Conditions and special regulations for listed uses.

Hotel, apartment. A multifamily dwelling which furnishes for the use of its tenants services ordinarily furnished by hotels, but the privileges of which are not primarily available to the public.

Hotel/motel. One or more buildings containing individual living or sleeping units specially designed as temporary quarters for transient guests, including provisions for meals and personal services; "hotel" includes a tourist hotel, a motor hotel, and a motel, but does not include an apartment hotel.

Junkyard/vehicle salvage yard. Any establishment or place of business which is maintained, used, or operated for storing, keeping, buying, selling, trading, or other disposition of wrecked, scrapped, ruined, dismantled, or partially dismantled motor vehicles or motor vehicle parts, or any establishment or place of business maintained, used, or operated for the storing, keeping, buying, selling, trading, or other disposition of junk. The operation of junkyards shall be governed by the general rules and regulations applicable to junkyard and vehicle salvage yard operations within the city.

Kennel. Any lot or premises on which four or more dogs, cats, or other domestic animals, at least four months of age, are housed or accepted for boarding, trimming, grooming, or bathing for which remuneration is received.

Laboratory, medical and/or dental. A facility with materials and scientific and technological equipment designed for scientific experimentation, examination, evaluation, and documentation for medical and other technologies.

Laundry/cleaners, full-service. A retail establishment providing full-service laundry and dry cleaning services to the general public.

Laundry/cleaners, self-service. A retail establishment providing facilities for customers to launder or dry clean wearing apparel or other materials.

Laundry cleaning plant, commercial. A commercial laundry or cleaning plant doing cleaning or laundry for off-premises service outlets and retail establishments.

Library. Buildings and structures open for the general public, for which a fee may or may not be charged for the use of book collections.

Liquor Store (Packaged) is an establishment licensed by the State where the primary purpose, based on floor area, is the sale of packaged alcoholic liquor directly to the consumer for consumption off the premises. This use does not include Retail Sales, Tavern/Bar, or Restaurant.

Lithography or print shop. A large commercial printing shop with multiple presses and capabilities offering duplicating services including blueprinting and photostating.

Lodge, fraternity, sorority and clubs. An association of persons meeting regularly for their mutual benefit or for the promotion of some common purpose, supported jointly through payment of membership dues, all members having the right to vote on policies and business.

Lumber yard. An establishment for the sales, storage and distribution of pre-cut lumber and associated materials used in the building trade.

Machinery sales or repair (heavy). A facility for the storage, repair, outside sales or rental of heavy machinery or equipment.

Manufactured home park. An area designated, arranged or used for the parking or storing of one or more HUD-code manufactured homes which are occupied or intended for occupancy as temporary living quarters by individuals or families.

Manufacturing facility (heavy). A facility that utilizes raw material to forge, cast, mix, or otherwise create material used to build or assemble final products; may include the assembly and storage of integral components or the completed final product.

Manufacturing facility (light). A facility used for subassembly, or assembly of subassemblies for industrial purposes, and may conduct manufacturing that does not emit noise, odor, dust, or other hazards.

Massage establishment. A place of business that advertises or offers massage therapy or other massage services. The term includes a place of business that advertises or offers any service described by a derivation of the terms "massage therapy" or "other massage services."

Massage services. Massage therapy or other massage services.

(1) "Massage therapy" means the manipulation of soft tissue by hand or through a mechanical or electrical apparatus for the purpose of body massage and includes effleurage (stroking), petrissage (kneading), tapotement (percussion), compression, vibration, friction, nerve strokes, and Swedish gymnastics. The terms "massage," "therapeutic massage," "massage technology," "myotherapy," "body

massage," "body rub," or any derivation of those terms are synonyms for "massage therapy."

(2) "Other massage services" includes any services offered or performed for compensation at a massage establishment that involve physical contact with a client, and may include the use of oil, lubricant, salt glow, a heat lamp, a hot and cold pack, or a tub, shower, Jacuzzi, sauna, steam, or cabinet bath.

Medical care facility, hospital. An institution specializing in giving clinical, temporary, and emergency services of a medical or surgical nature to human patients and injured persons, and licensed by state law to provide facilities and services in surgery, obstetrics, and general medical practice including related facilities such as laboratories, outpatient departments, training facilities, central services facilities and staff offices that are an integral part of the facilities. Hospitals may include supportive retail and personal service uses operated by or under the control of the hospital primarily for the convenience of patients, staff and visitors.

Medical care facility, nursing and care homes. Any structure used for or occupied by persons recovering from illness or suffering from the infirmities of old age, including developments containing convalescent or nursing facilities.

Medical equipment sales, rental, and leasing services. An establishment including offices, stores, and display rooms for the display, sale, rental and leasing of medical equipment.

Mini-warehouse facility. A building or group of buildings in a controlled-access and fenced compound consisting of varying sizes of individual, compartmentalized, controlled-access, self-contained units that are leased or owned for the storage of business and household goods or contractor supplies.

Mobile food vendor court. A primary land use located on one or more platted lots where two or more mobile food vendor units are located to offer food or beverages for sale to the public, functioning as a single business and authorized to provide, tables, play areas, a permanent structure for alcohol sales, and other outdoor entertainment open to all customers of all vendors.

Museum, fine arts center, or art gallery. An institution for the collection, display, and distribution of objects of art or science and which is sponsored by or owned and operated by the city, a public or quasi-public agency and which facility is open to the general public.

Office, business. Any office in which chattels or goods, wares or merchandise are not commercially displayed, created, sold or exchanged.

Office, professional. A building or portion of a building wherein services are performed involving predominantly administrative, professional, or clerical operations, including but not limited to: insurance broker, public stenographers, real estate broker, stockbroker, and other persons who operate or conduct offices which do not require the stocking of goods for wholesale or retail sales.

Office, real estate development tract or field office. A temporary office for the purpose of selling real estate to the general public located on or adjacent to the real estate being offered for sale.

Oil field service business. An establishment offering sales, maintenance, and outside storage of oil field business equipment including rigs, machinery, servicing vehicles, pipe, drill stem, and devices used on or attached to oil wells.

Park, public. Any public or private land available for recreational, educational, cultural, or aesthetic use.

Pawnshop. A shop specializing in making small loans against personal property or buying used personal goods from individuals.

Payday loan business. Any business which provides loans typically known as "payday loans," "payday advances," or "deferred deposit loans" in which a cash advance in whole or part is made in exchange for a personal check or authorization to debit a deposit account; the amount of the check or authorized debit equals the amount of the advance plus a fee, and the person making the advance agrees that the check will not be cashed or deposited or the authorized debit will not be made until a designated future date.

Person. Every natural person, firm, partnership, association, corporation, or society. The term "person" shall include both the singular and plural, and the masculine shall include the feminine gender.

Pet shop. A shop offering small animals for sale, with associated goods and services.

Pharmaceutical plant. A facility for the production of drugs for medicine.

Pharmacy. An establishment offering prescription and over-the-counter pharmaceuticals and other

associated products for sale to the public.

Photographic print shop. An establishment engaged in film editing, developing, and processing of photographs. May also provide for retail sale of cameras, film, and other photographic supplies and equipment to the general public.

Plastic products manufacturing. A facility for the production of molded products constructed out of plastic, fiberglass or other composite material.

Printing/publishing plant. An establishment offering reproduction services for the production of books, magazines, newspapers, and other published materials.

Private club. An association of members meeting regularly for their mutual benefit or for the promotion of some common purpose supported jointly through payment of membership dues, and regulated by the Texas Alcoholic Beverage Code in such instances where alcoholic beverages are sold to members.

Public safety facility, fire and police. A facility designed to provide public protection from dangers of fire and crime, including civil defense, operational centers, police and fire stations and training facilities.

Radio, television, microwave broadcast, relay or receiving towers, transmission or retransmission facilities. Structures supporting antennae and/or commercial satellite antenna dishes which are transmitting or receiving any portion of the radio spectrum, but excluding noncommercial antennae installations for home use of radio or television.

Radio, television studio. A facility designed to create and broadcast original source programming, or relay commercial programming from another source, including taped or prerecorded materials for any part of the radio spectrum for commercial consumption.

Recreational vehicle storage (commercial). A facility or location, which upon payment of a fee, provides for the parking and storage of recreational vehicles.

Recycling collection center. A building in which used materials such as newspapers, glassware, and metal cans are separated and processed prior to shipment to others who will use those materials to manufacture new products.

Recycling plant. A facility that is not a junkyard and in which recoverable resources, such as newspapers, magazines, books and other paper products, glass, metal cans, and other products are recycled, reprocessed, and treated to return such products to a condition in which they may again be used for production.

Rehabilitation care facility (criminal-psychiatric, mental disorders and substance abuse). A facility whose primary purpose is to provide residence and/or outpatient care, with supervisory personnel, to persons regardless of legal relationship, who have been involved in the criminal justice system or related program including parole or probation as authorized by the criminal justice system, and have demonstrated a tendency toward alcoholism, drug abuse, mental illness, or antisocial or criminal conduct.

Rehabilitation care facility (psychiatric and mental disorders). A facility which provides residence and/or outpatient care, with supervisory personnel, to persons regardless of legal relationship, who have demonstrated a tendency toward mental illness.

Rehabilitation care facility (substance abuse). A facility which provides residence and/or outpatient care, with supervisory personnel to persons regardless of legal relationship who have demonstrated a tendency toward alcoholism and/or drug abuse.

Religious institution. Churches and facilities for related activities including those of worship, fellowship and education that people regularly attend. A religious institution which, for a fee, provides day care and/or child care must seek a specific use permit; however, a religious institution which provides day care and/or child care services to its members during religious services without charge or fee is permitted within each designated zoning district permitting the particular religious institution.

Rental store (no outside storage). An establishment that provides equipment and goods for rent by the general public to be used off-site. All storage of rental equipment and goods shall be contained within the limits of the primary structure.

Rental yard (commercial and heavy equipment). An establishment that provides heavy equipment for rent to contractors or the general public to be used off-site. The storage of rental equipment or goods may occur either within the limits of the primary structure or may be displayed and stored outside of the

primary structure. Areas reserved for repairs and maintenance of all equipment or goods must be within the primary structure.

Rental yard (domestic goods with outside storage). An establishment that provides domestic equipment and goods for rent to the general public to be used off-site. The storage of rental equipment or goods may occur either within the limits of the primary structure or displayed and stored on an improved surface outside the primary structure, not to include backhoes, front end loaders and tractors.

Repair shop (bicycle and small appliance). A shop specializing in the repair of household appliances and/or bicycles.

Restaurant (drive-in/drive-thru). Any place or premises used for sale, dispensing, or serving of food, refreshments, or beverages in automobiles, including those establishments where customers may serve themselves and may eat or drink the food, refreshments or beverages on the premises.

Restaurant (including cafe, lunch room, tea room). A business establishment whose principal business is the selling of unpackaged food to the customer in a ready-to-consume state, in individual servings, or in nondisposable containers, and where the customer consumes these foods while seated at tables or counters located within the building.

Restaurant, refreshment stand (temporary or seasonal). Any place or premises used for sale, dispensing, or serving of food, refreshments, or beverages from a temporary or permanent building on a temporary or seasonal basis.

Restaurant with alcohol. A business establishment whose principal business is the selling of unpackaged food and alcoholic beverages for on-premises consumption, to the customer in a ready-to-consume state, in individual servings, or in nondisposable containers, and where the customer consumes these foods while seated at tables or counters located within the building.

Retail, retail store or retail activities. An establishment engaged in selling goods or merchandise to the general public in small quantities for personal or household consumption and the rendition of services incidental to the sale of such goods.

Rodeo grounds/fairground. An outdoor entertainment area providing an arena for rodeo activities, including grandstands and bleachers for the viewing public, storage pens and facilities for the caring and presentation of livestock, and open area for exhibits and carnival activities.

School. A facility that provides a curriculum of elementary and secondary academic instruction, including kindergartens, elementary schools, junior high schools, and high schools.

School, business college. A facility that provides a curriculum limited to the teaching of office and business practices and skills.

School, college or university. An academic institution of higher learning, accredited or recognized by the state and offering a program or series of programs of academic study leading to a recognized degree or advanced degree, including junior and senior colleges, universities, conservatories and seminaries.

School, commercial trade. A business organized to operate for a profit and offering instruction and training in a trade such as welding, brick laying, machinery operation, and similar manual trades.

School, home. Educational activities consisting of a defined curriculum with the purpose of satisfying the state educational requirements and said educational activities being conducted in the home of a student living in the home. Said educational activities shall be considered to be a part of the housekeeping activities of a family.

School, home day. Educational activities consisting of a defined curriculum with the purpose of satisfying the state educational requirements and said educational activities being conducted in a home but not necessarily the home of the student living therein. There shall be no more than six unrelated students not living in the home in which the educational activities are being conducted. The total number of students living in the home in which the activities are being conducted shall not exceed 12 at any given time.

School, institution, rehabilitation and training center (private). A facility that provides rehabilitation and training operated or sponsored by chartered educational, religious or philanthropic organizations, but excluding uses such as trade schools, which are operated primarily on a commercial basis.

Servants' quarters. A dwelling unit located on the same lot or grounds as the main building, and used by servants employed on the premises and not rented or otherwise used as a separate domicile, and serviced

through the same utility meters or connections as the principal use to which it is an accessory.

Shoe repair. An establishment offering shoe repair service to the general public.

Specialty and novelty establishment. An establishment which provides any or all of the following:

(1) Kits used, intended for use or designed for use in planting, propagating, cultivating, growing, or harvesting of any species of plant which is a controlled substance or from which a controlled substance can be derived, as the term "controlled substance" is defined in V.T.C.A., Health and Safety Code ch. 481.

(2) Kits used, intended for use or designed for use in manufacturing, converting, producing, processing, or preparing controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).

(3) Isomerization devices used, intended for use or designed for use in increasing potency of any species of plant which is a controlled substance, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).

(4) Testing equipment used, intended for use or designed for use in identifying or in analyzing the strength, effectiveness, or purity of controlled substances, as the term "controlled substance," is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).

(5) Scales and balances used, intended for use, or designed for use in weighing or measuring controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).

(6) Diluents and adulterants, such as quinine hydrochloride, mannitol, mannite, dextrose and lactose used, intended for use or designed for use in cutting controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).

(7) Separation gins and sifters used, intended for use or designed for use in removing twigs and seeds from, or in otherwise cleaning or refining marijuana.

(8) Blenders, bowls, containers, spoons, and mixing devices used, intended for use, or designed for use in compounding controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).

(9) Capsules, balloons, envelopes, and other containers used, intended for use or designed for use in packaging small quantities of controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).

(10) Containers and other objects used, intended for use or designed for use in storing or concealing controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).

(11) Hypodermic syringes, needles, and other objects used, intended for use or designed for use in parenterally injecting controlled substances into the human body, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).

(12) Objects used, intended for use, or designed for use in ingesting, inhaling, or otherwise introducing marijuana, cocaine, hashish, or hashish oil into the human body such as:

- a. Metal, wooden, acrylic, glass, stone, plastic, or ceramic pipes, with or without screens, permanent screens, hashish heads or punctured metal bowls;
- b. Water pipes;
- c. Carburetion tubes and devices;
- d. Smoking and carburetion masks;
- e. Roach clips, meaning objects used to hold burning material, such as a marijuana cigarette, that has become too small or too short to be held in the hand;
- f. Miniature cocaine spoons and cocaine vials;
- g. Chamber pipes;
- h. Electric pipes;
- i. Air-driven pipes;
- j. Chillums;

- k. Bongs;
 - l. Ice pipes or chillers.
 - (13) Wearing apparel containing obscene pictures or words; such apparel being T-shirts, belt buckles, jewelry or any other wearing apparel.
 - (14) Salves, ointments, gels, creams, jellies, lotions and oils advertised for or designed as a sexual stimulus.
 - (15) Magazines, books, records, cassettes, pictures, drawings and other similar material depicting and describing sexual conduct in a manner that is designed for adult use and consumption.
 - (16) Incense.
- Stable, private.* A building designed for the keeping of horses or mules owned by the occupants of the premises and not kept for remuneration, hire, or sale; for not more than one horse or mule for each 36,000 square feet of lot area.
- Stable, riding.* A building designed for the keeping of horses or mules used for pleasure riding or driving, for boarding, or for hire including a riding track.
- Stockyard.* An area designed to receive and transfer large quantities of livestock, containing a number of holding pens, loading and unloading areas, ramps, and other facilities required for the handling of large quantities of livestock.
- Studio.* A facility for professional work or teaching of any form of commercial or fine arts, photography, music, drama, dance, but not including commercial gymnasium or dance hall.
- Swimming pool, commercial.* A swimming pool accessory facility, not part of the municipal or public recreational system, and not a private swim club, but where the facilities are available to the general public for a fee.
- Swimming pool, private residential.* A swimming pool accessory facility constructed for the exclusive use of the proprietor, when located in other than the minimum front yard, subject to the regulations of section 115-85(b), Conditions and regulations for listed uses.
- Tattoo parlor.* An establishment where trained personnel apply micro-injections of pigment to the dermal layer of skin. Not including establishments that provide permanent cosmetic make-up application.
- Telephone exchange, switching or relay facility.* A facility for the exchange, switching, relaying, or transmission of telephone services. Not including public business facilities, storage, or repair facilities.
- Theater, indoor motion picture.* An establishment offering motion pictures for viewing by the public.
- Trailer, manufactured or industrialized home sales or rental.* An area devoted to outside sales or rental of travel trailers, HUD-code manufactured homes, or industrialized housing. Rental for off-premises use only.
- Trailer park for travel trailers.* A lot of land upon which two or more travel trailers or recreational vehicle sites are located, established, or maintained for occupancy by travel trailers or recreational vehicles of the general public as temporary living quarters for recreation or vacation purposes.
- Travel bureau or consultant.* An office that serves as a broker for airlines, trains or other transportation and lodging organizations and provides these services to the patron.
- Utility buildings and structures.* Power substations, water tanks or reservoirs, water or sewage treatment plant, including supportive structures such as pump and lift stations.
- Veterinarian hospital (with outside pens).* The office and clinic of a doctor of veterinary medicine, including outside treatment pens, and the boarding of animals on a temporary basis.
- Veterinarian hospital (without outside pens).* The office and clinic of a doctor of veterinary medicine for small domestic animal practice, which may include facilities for the temporary treatment or boarding of small animals but does not include outside treatment pens.
- Veterinarian office only.* The offices of a doctor of veterinary medicine with limited on-site treatment of small domestic animals.
- Video/game rental store.* A commercial establishment that provides as a service a library of video movies and video games which may be rented on a short-term basis and returned for reuse.
- Warehouse showroom with retail sales.* A sales and office facility for a product that by nature of the bulk dimensions of the product requires a larger than normal storage area ratio of sales to office area to

maintain a normal operating product inventory. All activities and storage shall be totally within an enclosed building, and no manufacturing, fabrication, or assembly operation shall be conducted in any part of the unit except for articles to be sold at retail on the premises.

Warehousing and freight offices and storage. A use engaged in storage, wholesale, and distribution of manufactured products, supplies, and equipment, but excluding bulk storage of materials that are flammable or explosive or that create hazardous or commonly recognized offensive conditions.

Watch and/or jewelry sales and repair. An establishment offering repair services for jewelry, watches and other similar items.

Welding or machine shop. A facility for the machining or welding of metals, not including forging.

Wholesale club with membership sales. An establishment engaged in the warehousing, storage, and wholesaling of a general line of goods, which sells memberships in order for consumers to purchase items at wholesale prices.

EXHIBIT B

Sec. 115-85 Permitted use table.

- (a) *Permitted use table legend.* The following table presents the zoning district classifications and the permitted uses within those classifications. Uses are listed in accordance with permitted uses (P), uses permitted by a specific use permit (S), uses permitted by special exception (SE), and prohibited uses (blank). Conditions are provided in this section. Conditions and special regulations are for listed uses.
- (b) Any land use located in the table below that predates zoning ordinance changes shall then be considered legal nonconforming per article II, administration and enforcement. Specific to section 115-31, nonconformities.

Permitted use	P
Prohibited use	(blank)
Special exception	SE
Specific use	S

Land Use	SFA	SF6	D	MF	MH	LB	GB	C	I	CF	GU	Special Conditions
Accessory building (business)						P	P	P		P		
Accessory building (industrial)									P			
Accessory building (residential)	P	P	P	P	P							
Amusement center (indoor)							S	S				2, 5, 7, 11, 16
Amusement center (outdoor)								S				2, 5, 7, 12, 14, 15
Amusement center teen club						S	P	P				2, 5, 7
Amusement center with alcohol								S				1, 5, 7
Amusement park								S	S			1, 3, 5, 7, 12, 14, 15
Animal grooming						S	P	P				2, 7, 17, 24
Animal hospitals and clinics (care and temporary boarding)								P	P			5, 7, 15
Antique shop						P	P	P				5, 7
Apparel alteration and repair shop						P	P	P				5, 7
Appliance repair (household)						S	P	P				5, 7
Art gallery						P	P	P				5, 7
Asphalt or concrete batching plant (permanent)												2, 3
Asphalt or concrete batching plant (temporary)									S			2, 7
Assembly hall							P	P		P		
Assembly plant									P			5, 7, 14, 15, 18
Auto parking lot (cars and pickup trucks only)						P	P	P	P	P	P	
Auto tire and battery retail							S	P				2, 5, 7, 14
Auto auction								S	S			2, 5, 7, 14, 18, 19, 20, 22
Auto, carwash						S	S					2, 5, 7, 11

Auto, gasoline or motor fuel sales with or without a convenience store						S	S	S	S			2, 5, 7, 11, 14, 16, 18, 20, 21, 22
Auto, impound lot/wrecker business									S			2, 3, 5, 8, 18, 22
Auto, paint and body shop								S	S			2, 5, 7, 14, 18, 20, 21, 22
Auto, parts and accessory stores						P	P	P				2, 5, 7, 11, 14, 20, 22
Auto, rental (car and truck)							S	S	S			2, 5, 7, 14, 18, 21
Auto, repair garage							S	S	S			1, 5, 7, 14, 18, 20, 21, 22
Auto, sales new (outdoor)							S	S				1, 5, 7, 12, 14, 18, 19, 20, 21, 22
Auto, service station/restaurant						P	P	P	P			2, 5, 7, 11, 22
Aviation field									SE			
Bakery or candy wholesale								S	P			2, 5, 7, 11, 15, 22
Bakery or confectionery, industrial									S			2, 5, 7, 11, 15, 22
Bank, savings and loan association, financial institutions						P	P	P				5, 7
Bar, tavern, or nightclub							S	S	S			1, 3, 5, 7, 15
Beauty/barber or other personal shop						P	P	P				5, 7
Bed and breakfast (nonresidential district)						S	P	P				2, 5, 7, 14, 29
Bed and breakfast (residential district)	S	S	S	S	S							1, 5, 7, 14, 29
Boarding or lodging house				S			P	P				2, 5, 7, 14, 36, 37
Brick kiln or tile plant									S			1, 5, 7, 14, 15, 18
Building materials manufacturing									S			2, 5, 7, 14, 15, 18
Building materials sales							S	P	P			2, 5, 7, 12, 14, 15, 18
Bus station, terminal								P	P			1, 5, 7, 14
Cabinet and upholstery shop							S	P	S			2, 5, 7
Caretaker's or guard's residence	S	S	S	S	S	S	S	S	S	S		
Carpet cleaning establishment									P			1, 5, 7, 14
Cement or hydrated lime plant												2, 5, 7, 14, 15
Cemetery or mausoleum	SE	SE	SE	SE	SE	SE	SE	SE	SE	SE	SE	1
Chemical laboratory									S			2, 5, 7, 14
Clinic						S	P	P	P			2, 5, 7
Clothing store/resale, secondhand, thrift							S	P				2, 5, 7, 14, 22
Community center										S	P	2, 5, 7

Contractor, electrical/mechanical/plumbing (no outside storage)							P	P	P			5, 7, 11
Contractor, electrical/mechanical/plumbing (outside storage)							S	S	P			2, 5, 7, 12
Contractor's storage or equipment yard								S	P			2, 5, 7, 12
Copy shop						S	P	P				2, 5, 7
Correctional facilities (including pre-parole centers)											S	2, 3, 5, 7
Dance hall							S	S				2, 5, 7
Day care center, adult	S	S	S	S	S	P	P	P		S		2, 5, 7
Day care center, child	S	S	S	S	S	P	P	P		S		2, 5, 7
Day care, in the home	S	S	S	S	S	P	P	P				13
Department store						P	P	P				5, 7, 11
Dwelling assisted living facility						S	S	P				2, 5, 7
Dwelling caretaker or guard residence									S			1
Dwelling, four-family	S											1, 7, 8, 11, 16, 30, 31, 32, 33
Dwelling, HUD-code manufactured home					P							
Dwelling, industrialized housing	P	P	P	P	P							
Dwelling, mobile home												
Dwelling, multifamily				P								
Dwelling, single-family attached			P									
Dwelling, single-family detached	P	P	P	P	P							
Dwelling, three-family												
Dwelling, two-family			P									
Electrical generating station											P	8
Electrical substation	P	P	P	P	P	P	P	P	P	P	P	8
Electrical transmission line	P	P	P	P	P	P	P	P	P	P	P	
Electronics manufacturing									P			5, 7, 14, 15, 18
Equipment/tool rental						S	S	P	P			2, 5, 7, 12, 14
Farm, truck garden, orchard or nursery								S	S			2, 5, 7
Frozen food lockers/ice lockers								S	P			2, 5, 7
Funeral home/mortuary						P	P	P		S		2, 5, 7
Furniture or appliance store						S	P	P				5, 7
Garage, parking						P	P	P		S		5, 7
Garage, private	P	P	P	P	P	P	P	P	P			
Garage, public						S	P	P	P	S		2, 5, 7
Golf course, driving range							S	P	P			2, 5
Golf course, miniature golf						S	P	P				2
Golf course, private	S	S	S					P	P	S		2
Golf course, public	S	S	S					P	P	P		2
Greenhouse or plant nursery							S	P	P			2, 5, 7

Grocery store						P	P	P				5, 7, 11, 15, 16
Group home for the disabled	S	S	S	S	S	P	P	P		S		2
Gymnasium						S	S	P	S			2, 5, 7
Halfway house										S		2, 3
Health club/recreation facility						S	P	P				2, 5, 7
Health service facility (outpatient)						S	P	P				2, 5, 7
Heliports								S	P	S		2, 5, 7
Helistop						S	S	S	P	S		2, 5, 7
Hobby shop						P	P	P				5, 7
Hobby studio, private	P	P	P	P	P	P	P	P				5, 7
Home occupation	P	P	P	P	P	P						28
Home school	P	P	P	P	P							
Hotel, apartment						S	P	P				2
Hotel, motel							P	P				2, 5, 7
Junkyard or salvage yard												
Kennel									P			5, 7, 10, 17, 23
Laboratory, medical and/or dental								P	P			5, 7, 14, 15
Laundry cleaning plant									P			5, 7, 14, 15
Laundry, cleaners, self-service						S	P	P				2, 5, 7
Laundry/cleaners, full-service						S	P	P				2, 5, 7
Library										S	P	2, 5, 7
Liquor Store (Packaged)							S	S				1,5,7,38,39,40,
Lithography or print shop								S				2, 5, 7
Lodge, fraternity, sorority, clubs						S	P	P	S	S		2, 5, 7
Lumber yard								S	P			1, 5, 7, 14
Machinery sales or repair (heavy)								S	P			2, 5, 7, 12, 18, 22
Manufactured home park					P							
Manufacturing facility (heavy)									S			2, 5, 7, 18, 22
Manufacturing facility (light)								S	P			2, 5, 7, 18, 22
Massage establishment							S	S	S			1, 5, 7
Medical care facility, hospital							P	P		S		2, 5, 7, 14, 15
Medical care facility, nursing and care homes						P	P	P		S		2, 5, 7, 14, 15
Medical equipment sales, rental and leasing						S	P	P				2, 5, 7
Mini-warehouse facility								S	P			1, 5, 8, 11, 14
Mobile food vendor court						S	P	P				2
Museum, fine arts center, or art gallery						P	P	P		S	P	
Office, business						P	P	P				5, 7
Office, professional						P	P	P				5, 7
Office, real estate development tract or field office	S	S	S	S	S	P	P	P	P			5, 7
Oil field service business								S	P			2, 5, 7, 14, 15
Park, public	P	P	P	P	P	P	P	P	P	P	P	
Pawnshop							S	P				2, 5, 7
Payday loan business												35

Pet shop							P	P				5, 7
Pharmaceutical plant									S			5, 7, 14, 22
Pharmacy						P	P	P				5, 7
Photographic print shop						P	P	P				5, 7
Plastic products manufacturer									S			2, 5, 7, 14, 22
Portable type storage containers						P	P	P				
Printing/publishing plant								S	P			1, 5, 7, 14
Private club						S	S	P	S			2, 5, 7
Public safety facility, fire and police	S	S	S	S	S	S	S	S	S	S	P	
Radio, television studio						S	P	P				2, 5, 7
Radio, television, microwave broadcast, relay/receiving towers, transmission	P	P	P	P	P	P	P	P	P			26
Recreational vehicle storage (commercial)						S	P	P	S			2, 5, 7, 14
Recycling collection center								S	P	S	P	2, 5, 7
Recycling plant									S			2, 5, 7, 14, 22
Rehabilitation care facility (criminal-psychiatric-mental-substance abuse)												2, 3, 5, 7
Rehabilitation care facility (psychiatric and mental disorders)							S	P	P			2, 3, 5, 7
Rehabilitation care facility (substance abuse)								S	S			2, 3, 5, 7
Religious institutions	P	P	P	P	P	P	P	P	P	P	P	2, 5, 7
Rental store (no outside storage)						P	P	P				5, 7, 11, 24
Rental yard (commercial and heavy equipment)								S	S			2, 5, 7, 18, 22
Rental yard (domestic goods with outside storage)							S	P	S			2, 5, 7, 11
Repair shop (bicycle and small appliance)						P	P	P	P			2, 5, 7
Restaurant (drive-in or drive-thru)						S	S	S	S			2, 5, 7, 16
Restaurant (including cafe, lunch room, tea room)						P	P	P	P			2, 5, 7, 16
Restaurant, refreshment stand (temporary or seasonal)						S	P	P	S			2, 5, 7, 16
Restaurants with alcohol						P	P	P	P			2, 5, 7, 16
Retail						P	P	P				2, 5, 7, 11, 16
Rodeo grounds, fairgrounds										S		2
School						S	S	S	S	P		2, 5, 7, 16
School, business college						S	P	P		P		2, 5, 7
School, college or university						S	S	S		P		2, 5, 7
School, commercial trade						S	P	P				2, 5, 7
School, home	P	P	P	P	P							
School, home day	P	P	P	P	P							

School, institutions rehabilitation and training center (private)							S	P	P		S	2, 5, 7
Servants' quarters	S	S	S		S							2
Shoe repair						P	P	P				5, 7
Specialty and novelty establishment												
Stable, private	S	S				S	S	S	S			2, 5, 6, 7
Stable, riding								S	S			2, 5, 6, 7
Stockyards												2
Studio						P	P	P				5, 7
Swimming pool, commercial							P	P				1, 5, 7, 26
Swimming pool, private, residential	P	P	P	P	P							26
Tattoo parlor								S				2, 3, 5, 7
Telephone exchange switching or relay facility	P	P	P	P	P	P	P	P	P	P	P	
Temporary and portable type accessory buildings						S	S	S	S	S	S	
Theater, indoor motion picture							P	P				5, 7
Trailer park for travel trailers								S	S			2, 5, 7, 14
Trailer, manufactured or industrialized home sales/rental								S	P			2, 5, 7, 12
Travel bureau or consultant						P	P	P				5, 7
Utility building and structures	S	S	S	S	S	S	S	S	S	P	P	2, 5, 7
Veterinarian hospital (with outside pens)									S			5, 7, 10, 23
Veterinarian hospital (without outside pens)							S	S	P			2, 5, 7
Veterinarian office only						P	P	P	P			5, 7
Video/game rental store						P	P	P				5, 7
Warehouse showroom with retail sales								S	P			2, 5, 7, 14
Warehousing and freight offices and storage								S	P			2, 5, 7, 11, 14, 22
Welding or machine shop								S	P			5, 7, 12, 20
Wholesale club with membership sales												1, 5, 7, 14

- (c) *Conditions and special regulations for listed uses.* The following describe conditions and special regulations for uses listed in the permitted use table. Additional requirements may be added to these listed herein by the planning and zoning commission and city council as deemed necessary to protect the health, safety, and general welfare of the citizens of the city. No construction or occupancy shall commence for any permitted use until the conditions herein stated or required by the planning and zoning commission have been met.
- (1) Site plan. A site plan will be required in accordance with section 115-115, Site plan requirements.
 - (2) A site plan in accordance with section 115-115, Site plan requirements, will only be required in districts which require a specific use permit.
 - (3) May not be located within 300 feet of any property zoned for a residential use or any property which is occupied by a church, public school, day care, or nursing home. The measurement of distance shall be measured as a radius from the edge of the property line.
 - (4) Permitted on a temporary basis only.
 - (5) All outdoor lighting, including parking lot lighting, shall be directional away from any property zoned or developed for residential uses.
 - (6) Any proposed stable or barn must be set back 150 feet from the property line. Only animals permitted within the corporate limits by the city Code will be permitted on-site.
 - (7) Must provide screening and/or landscaping consisting of fences/walls, beams [berms], or a combination of such from any abutting residentially zoned property.
 - (8) Must provide screening and/or landscaping along the perimeter of the property containing the use.
 - (9) Must meet the requirements of chapter 22, article X, Sexually Oriented Businesses.
 - (10) Pens, outdoor kennels, or animal runs must be located 150 feet from any residentially zoned property.
 - (11) No outside storage permitted.
 - (12) All outside storage areas shall be screened with either landscaping, fences/walls, beams [berms] or a combination thereof.
 - (13) A copy of the state certification of licensing or registration as described in human resources code § 42.052 must be provided to the city.
 - (14) Parking areas shall be designed such that vehicles do not face any residentially used street.
 - (15) Dumpster and loading areas shall not be located in areas adjacent to any abutting residential property.
 - (16) No trash dumpster shall be located within 50 feet of a residentially zoned property.
 - (17) No veterinary services shall be permitted.
 - (18) Such incidental parts, maintenance, and repair facilities shall be completely located within an enclosed building.
 - (19) Must only be used for the display and sale of automobiles that are in condition to be driven on or off the lot.
 - (20) Shall not be used for the storage of wrecked vehicles, or the dismantling of vehicles or the storage of vehicle parts.
 - (21) All vehicles being stored for repair shall be screened from all public rights-of-way.
 - (22) No semi-trailer truck or tractor parking will be allowed adjacent to any residentially zoned property.
 - (23) No outdoor boarding of animals may be permitted if adjacent to residentially zoned property.
 - (24) No outdoor exercise areas, runs, or holding pens may be located within 50 feet of any residentially zoned property.
 - (25) All equipment shall be stored and displayed on a hard, all-weather surface.
 - (26) Antenna and towers shall be permitted and regulated in accordance with section 115-116, antenna facilities. Special exception may be granted for sites not meeting the requirements of section 115-116.
 - (27) Swimming pools. It is the purpose of these provisions to recognize outdoor swimming pools as a potential attractive nuisance and to promote the public safety and enjoyment of property rights by establishing rules and regulations governing the location and improvement of swimming pools whether

privately, publicly or commercially owned or operated.

a. Permits and approvals. No swimming pool shall be constructed or used until a swimming pool building permit and certificate of occupancy have been issued therefor. No building permit and no final certificate of occupancy shall be issued unless the proposed sanitary facilities and water supply will comply with applicable local and state health department regulations.

b. Requirements. A swimming pool may be constructed and operated in conjunction with any permitted use or special use when:

1. The pool is not located in any minimum yard space.
2. A wall or fence, not less than six feet in height, with self-latching gates at all entrances, shall completely enclose either the pool area or the surrounding yard area, and such wall or fence shall not be located in a front yard.
3. All lighting of the pool is shielded or directed to face away from adjoining residences. If lights are not individually shielded, they shall be so placed, or the enclosing wall or fence shall be so designed, that direct rays from the lights shall not be visible from adjacent properties.
4. No broadcasting system is used for the purpose of advertising the operation of the pool or for the attraction of persons to the premises. This shall not prevent a public address system necessary or useful to the supervision of the pool and the safety of swimmers.

(28) Home occupations. In connection with the operation of a dwelling, any use permitted as a home occupation may be operated subject to compliance with the following conditions:

a. Is operated in its entirety within the dwelling unit and only by the person maintaining a dwelling therein.

b. Does not have a separate entrance from outside the building.

c. Does not display or create outside of the building or structure any external evidence of the operation of the home occupation, including, but not limited to any display or visible evidence of such home occupation from the garage area of the home or structure.

d. Does not have any employee or regular assistant not residing in the dwelling unit in which the home occupation is operated or maintained. Additionally, in no event shall employees or associates of a residential business or occupation meet at the residence for purposes of performing a dispatch function in connection with the home occupation.

e. No traffic shall be generated by such home occupation in a greater volume than would normally exist in a residential neighborhood. Any need for parking generated by the home occupation shall be satisfied with off-street parking and shall not result in more than two customer vehicles at any one time (other than residents) and parking in a required front yard is expressly prohibited.

f. Commercial delivery service shall not deliver goods or products to the home more than four times per month. Commercial delivery service shall be limited to vehicles which do not exceed 14,000 pounds and have two axles.

g. No equipment, process or work shall be used or conducted in such home occupation which creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot. In case of electrical interference, no equipment, process or work shall be used or conducted which creates visual or audible interference in any radio or television receivers off the premises, or causes fluctuations in line voltage off the premises.

h. No outdoor storage of any type shall be permitted with any home occupation.

(29) Bed and breakfast.

a. The operation of a bed and breakfast as defined in this section shall be subject to compliance at all times with the following:

1. Off-street parking on the property shall be provided on the basis of two spaces for the facility plus one space for each guest bedroom. Such off-street parking shall be located behind the front building line of the structure and shall be screened from public view;

however, if the bed and breakfast facility is located in a nonresidential zoned district, screening shall be required only on the property lines that immediately abut any residentially zoned property.

2. Where a bed and breakfast facility is located in a district zoned residential, the total guest bedroom area of the structure shall not exceed 50 percent of the total floor area of the dwelling.
3. There shall be no clear and present danger as to fire and fire safety. Smoke detectors shall be placed in each individual bedroom which is offered for public use and smoke detectors shall also be placed in any hallway adjacent thereto.
4. The plumbing and electrical systems in the structure shall be in compliance with the applicable codes of the city.
5. Where a bed and breakfast facility is located in a district zoned residential, no sign shall be on any portion of the property, except a sign not exceeding one-half square feet in area indicating the address, and if desired, the name of the occupant or the establishment.
6. No guest may stay at the premises for more than 15 consecutive days.

b. Annual inspections shall be required for each bed and breakfast facility to ensure ongoing compliance with the requirements of this Section.

c. If the actual authorized special exception use ceases for any reason, including storm, fire or other casualty, and such non-use continues for a period of six consecutive months, the special exception use shall automatically expire for non-use. Non-use, for the purpose of bed and breakfast facilities, shall be defined as two consecutive quarterly reports which indicate that no tax has been collected for two consecutive quarters on said bed and breakfast facility, or any other evidence which indicates that the bed and breakfast has not operated as a bed and breakfast for six consecutive months.

(30) Zero lot line dwelling district shall require a two-car enclosed garage for each individual dwelling.

(31) Zero lot line dwelling district shall require a minimum floor space of 1,500 square feet per residential unit.

(32) Where a four-family dwelling zero lot line town home concept has four contiguous tracts/structures, access for purposes of landscape and maintenance to the rear yard of the two interior tracts/structures shall be by virtue of an access easement across the rear yard of each of the two exterior tracts/structures. Conveyance of interests in said zero lot line town home tracts/structures shall include access easements for purposes of landscape and maintenance in the conveyance instrument. The two exterior tracts/structures must provide for access to the rear yard of the tract/structure for landscape and maintenance purposes.

(33) Zero lot line dwelling districts shall require dedication to the city of park property equivalent to one-tenth of the total square footage of the development.

(34) May only be assembled on public school property or on city property for local, state, or national government purposes.

(35) May not be located within 1,000 feet of any other payday loan business or within 200 feet of any property used primarily for a single-family residence, a two-family residence, a town home, or an apartment building. The separation distances shall be measured from or to the outer wall of the payday loan business, and from or to the property line of the property containing the residential use.

(36) Boarding or lodging houses shall require off-street parking at a rate of one space for each tenant and one space for the manager (on site).

(37) Boarding or lodging houses shall meet all fire safety regulations including, but not limited to, fire alarm detection systems, fire suppression systems, egress illumination, commercial (Type 1) hood systems, emergency escape and rescue openings and a Knox box system.

(38) Liquor Stores (Packaged) shall only be permitted along the Denton Highway and Rufe Snow

Drive Corridors, shall be limited to no more than one (1) location on each corridor, and shall have at least one drive approach facing Denton Highway or Rufe Snow Drive, as applicable.

(39) Separation. - Liquor Stores (Packaged) shall not be permitted within 2,000 feet of a Public School or 1,500 feet of a Public Park.

(40) Liquor Stores (Packaged) shall require a minimum floor area of 3,000 square feet.

(d) *Classification of new and unlisted uses.* It is generally recognized that new types of land uses will develop, and forms of land use not anticipated may request to locate in the city. In order to provide for such changes and contingencies, a determination as to the appropriate classification of any new or unlisted form of land use shall be made as follows:

(1) The building official shall refer the question concerning any new or unlisted use to the planning and zoning commission requesting an interpretation as to the zoning classification into which such use should be placed. The referral of the use interpretation question shall be accompanied by a statement of the facts listing the nature of the use and whether it involves dwelling activity, sales, processing, type of product, storage, and amount and nature thereof, enclosed or open storage, anticipated employment, and amount of noise, odor, fumes, dust, toxic material and vibration likely to be generated.

(2) The planning and zoning commission shall consider the nature and described performance of the proposed use and its compatibility with the uses permitted in the various districts and determine the zoning district within which such use should be permitted.

(3) The planning and zoning commission shall transmit its findings and recommendations to the city council as to the classification proposed for any new or unlisted use. The city council shall, by ordinance, adopt the recommendations of the planning and zoning commission, in accordance with section 115-35(c), or make such determination concerning the classification of such use as is determined appropriate.

FINAL REPORT

RECEIVED

AUG 24 2021 PM4:54

CSO - R.G.

DATE: August 19, 2021
TO: City Council Members
FROM: Randy Richards, Building Official
SUBJECT: Recommendation to accept and file Final Report of Zoning Ordinance Amendment, Section 115-6, Section 115-85 and Chapter 4 – Alcoholic Beverages pertaining to alcohol retail sales establishments

BACKGROUND/INFORMATION:

Texas Local Government Code 211.007(b) requires the Planning & Zoning Commission make a preliminary report prior to approving changes to the City's Zoning Ordinance. As such, this document now serves as the final report.

The (W.E.D.C.) Watauga Economic Development Corporation has received inquiries from various companies regarding the desire to operate retail liquor stores in Watauga. Additionally, last fall a group of petitioners filed the required affidavit and completed the required notice with the Fort Worth Star Telegram. The City Secretary's Office issued petition pages to the Petitioners, but the petition was never returned. Thus, a second group submitted a petitioner's affidavit, completed the required notice with the Fort Worth Star Telegram this calendar year. Petition pages were issued, and the completed petition pages were filed with the City Secretary's Office within the required 60-day timeframe. The petition was verified by the City Secretary's Office and was placed on the August 9, 2021, Council Agenda for action providing for and ordering a special local option election to be held on November 2, 2021, for the purpose of submitting to the qualified voters of the City of Watauga a proposition for or against legalizing "the legal sale of all alcoholic beverages for off-premise consumption only" in the City of Watauga.

Due to the increasing market interest in the City of Watauga for liquor establishments and the City Council expressing an interest in limiting the locations where liquor stores can locate, the need exists to amend the City's zoning ordinance. Currently, the City's Zoning Ordinance does not differentiate between general Retail Sales and alcohol sales, meaning that liquor stores can be located in any commercial zoning district. Some commercially zoned property is adjacent to or surrounded by other uses desired to be protected. Thus, staff is proposing an amendment to create a category for businesses that devote more than 50% of their retail floor area to the sale of alcohol and alcohol related products.

Staff proposes a zoning ordinance change to create the use category and establish locations in which the use is permitted:

- Permit liquor store establishments in the commercial zoning districts with an SUP required.

FINAL REPORT

- Permit liquor store establishments in the general business zoning district with an SUP required.

During staff review, items considered include:

- Assessing whether local alcohol retail stores should follow and comply with the requirements to be contained in a specific use permit (SUPs) in the community. SUPs regulate spacing between alcohol retail stores and proximity to “sensitive land uses” (e.g., parks, schools, and churches).
- Preventing alcohol retail stores from being located near youth-related venues (e.g., schools and parks) or over-concentrated in certain areas (e.g., low-income neighborhoods)
- Development of SUPs with clear criteria that alcohol retail stores must meet to continue operating in the community and monitor for compliance.
- The need to limit privatization of alcohol sales locations.

CURRENT ACTIVITY:

Proposed redline ordinances and a Table of Use Chart are attached for review along with staff recommendation of the specific zoning district “GB” General Business and “C” Commercial, to place the new business type.

The Preliminary Report was filed with the City Secretary on July 22, 2021. Notice was published in the Fort Worth Star Telegram on July 30, 2021, for the August 18, 2021, Public Hearing of the Planning and Zoning Commission. The public hearing was conducted on August 18, 2021, on the preliminary report. No public testimony was provided during the public hearing; however, written comments were filed with the Commission and are attached to this report for Council review. The Preliminary Report was approved by the Commission to be completed and submitted as Final Report to the City Council by the P&Z through the City Secretary’s Office for consideration and action by the City Council on September 13, 2021.

The Commission considered the following criteria for the amendment:

1. The consistency of the proposed amendment with the City’s Comprehensive Plan

On Page 6, a guiding principle for land use is “ensure that future development is orderly and efficient, compatible with existing land uses and enhances the overall quality of life.”

Page 23 states, “The retail along US Hwy. 377 that is located in the City limits of Watauga is an asset to the community, because it provides tax base, shopping and dining within close proximity.”

Page 26 states a guiding principle for economic development is to encourage the

FINAL REPORT

development of non-residential services to enhance the tax base and meet the needs of Watauga residents. Should the petition reach the ballot and be approved by the citizens of Watauga, the need would be established for such retail.

The proposed amendment will allow alcohol store establishments in the general business and commercial zoning districts, but along retail corridors only, and not within small pockets of the remaining commercial acres surrounded by residential neighborhoods, within 2,000 feet of a public school and 1,500 feet of public park.

On Page 35, the proposed amendment appears to be supported by the survey results of the community. The results indicate 36.5% of respondents feel local retailers and specialty shops are very important and 54.8% feel they are important.

On Pages 36 and 46, increasing the tax base to support community desires was mentioned as a major opportunity for Watauga.

Page 49 discusses retail leakage, with food and beverage stores scoring high among those categories with high leakage.

2. The consistency of the proposed amendment with the intent and general regulations of the State Zoning laws.

The proposed amendment is consistent with the following purposes of the Chapter 211 of Texas Local Government Code: promoting the public health, safety, morals, or general welfare and protecting and preserving places and areas of historical, cultural, or architectural importance or significance. In addition, the classification of the use proposed is consistent with the purpose of each impacted zoning district.

3. Whether the proposed amendment corrects an error or omission, adds clarification to existing requirements, is more workable than the existing text, or reflects a change of policy.

The proposed amendment adds clarification to the existing text by differentiating alcohol sales establishments from the general retail sales use category. The amendment also reflects a change in policy to limit alcohol sales establishments to locations along the two major business retail corridors within the corporate boundaries.

4. The extent to which the proposed amendment would be in the public interest and would not serve solely the interest of the applicant.

Establishments that sell alcohol are licensed by the approval of the Texas Alcoholic Beverage Commission.

It is in the public interest to better align the City's zoning use restrictions with Watauga's expectations regarding the appropriate location for alcohol sales establishments.

The change to the code will provide for a sufficient area within the City in which an

FINAL REPORT

alcohol establishment can locate.

5. The extent to which the proposed amendment creates non-conformities.

The proposed amendment will not create a nonconformity as the City doesn't currently allow alcohol sales establishments.

6. The implications of the proposed amendment on all similarly zoned property in the City.

Currently, liquor stores are not included as a permitted use, but the code could be interpreted to allow retail liquor stores in zoning districts that do allow retail sales. The proposed amendment will clearly establish specific zoning districts that such establishments will only be permitted along Denton Highway and Rufe Snow Drive corridors with the approval an SUP.

RECOMMENDATION/ACTION DESIRED:

During the Planning and Zoning Commission Regular Meeting held Wednesday, August 18, 2021, the commission members approved the following item.

1. Consider a preliminary report and hold a public hearing to receive comments for or against that report concerning text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in General Business and Commercial zoning districts pursuant to a specific use permit, providing spacing requirements between such stores, and providing spacing requirements between such stores and other land uses; consider action on a final report regarding same to City Council.

Member Adams made motion to consider approval of the preliminary report to be sent as a final report to the City Council. Member Gehle seconded the motion. Vice-Chairperson McCauley called for discussion and hearing none, called for a vote. Members present voting as follows:

AYES:	Adams, Nedderman, McCauley, Gehle
NAYS:	None
ABSENT:	Isbell
ABSTAIN:	None

The motion carried 4-0-1-0.

The Watauga Planning and Zoning Commission, along with City staff, respectfully recommend the City Council approve the proposed text amendments to the City's Zoning Ordinance as included in the final report filed with the City Secretary's Office on August 24, 2021. The Commission's Final Report includes the proposed text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in General Business and Commercial zoning districts pursuant to a specific use

FINAL REPORT

permit, providing spacing requirements between such stores, and providing spacing requirements between such stores and other land uses. The final report as filed with the City Secretary's Office on August 24, 2021, is scheduled to be considered upon conclusion of the public hearing to be held during the City Council regular meeting for September 13, 2021, at 6:30 p.m. on the proposed text amendments to the City's Zoning Ordinance.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

City of Watauga Code of Ordinances, Section 115-6 (Specific Use Permits Uses)

City of Watauga Code of Ordinances, Section 115-85 (Permitted Use Table)

City of Watauga Code of Ordinances, Chapter 4 (Alcoholic Beverages), Article IV

FINAL REPORT

Sec. 115-6. Permitted principal accessory and specific-use permit uses – Liquor Store (Packaged)

Hobby shop. An establishment providing retail sales of items commonly associated with hobbies, including display area for hobbies.

Hobby studio, private. An accessory activity area, used by the occupants of the premises purely for personal enjoyment, amusement, recreation, or cultivation of artistic talents.

Home occupation. An occupation conducted in a dwelling unit or accessory building, provided that it is clearly "transparent" to the neighborhood and meets all of the requirements as defined in section 115-85(b), Conditions and special regulations for listed uses.

Hotel, apartment. A multifamily dwelling which furnishes for the use of its tenants services ordinarily furnished by hotels, but the privileges of which are not primarily available to the public.

Hotel/motel. One or more buildings containing individual living or sleeping units specially designed as temporary quarters for transient guests, including provisions for meals and personal services; "hotel" includes a tourist hotel, a motor hotel, and a motel, but does not include an apartment hotel.

Junkyard/vehicle salvage yard. Any establishment or place of business which is maintained, used, or operated for storing, keeping, buying, selling, trading, or other disposition of wrecked, scrapped, ruined, dismantled, or partially dismantled motor vehicles or motor vehicle parts, or any establishment or place of business maintained, used, or operated for the storing, keeping, buying, selling, trading, or other disposition of junk. The operation of junkyards shall be governed by the general rules and regulations applicable to junkyard and vehicle salvage yard operations within the city.

kennel. Any lot or premises on which four or more dogs, cats, or other domestic animals, at least four months of age, are housed or accepted for boarding, trimming, grooming, or bathing for which remuneration is received.

Laboratory, medical and/or dental. A facility with materials and scientific and technological equipment designed for scientific experimentation, examination, evaluation, and documentation for medical and other technologies.

Laundry/cleaners, full-service. A retail establishment providing full-service laundry and dry cleaning services to the general public.

Laundry/cleaners, self-service. A retail establishment providing facilities for customers to launder or dry clean wearing apparel or other materials.

Laundry cleaning plant, commercial. A commercial laundry or cleaning plant doing cleaning or laundry for off-premises service outlets and retail establishments.

Library. Buildings and structures open for the general public, for which a fee may or may not be charged for the use of book collections.

Liquor Store (Packaged) is an establishment licensed by the State where the primary purpose, based on floor area, is the sale of packaged alcoholic liquor directly to the consumer for consumption off the premises. This use does not include Retail Sales, Tavern/Bar, or Restaurant.

Lithography or print shop. A large commercial printing shop with multiple presses and capabilities offering duplicating services including blueprinting and photostating.

Lodge, fraternity, sorority and clubs. An association of persons meeting regularly for their mutual benefit or for the promotion of some common purpose, supported jointly through payment of membership dues, all members having the right to vote on policies and business.

Lumber yard. An establishment for the sales, storage and distribution of pre-cut lumber and associated materials used in the building trade.

FINAL REPORT

- b. Annual inspections shall be required for each bed and breakfast facility to ensure ongoing compliance with the requirements of this Section.
 - c. If the actual authorized special exception use ceases for any reason, including storm, fire or other casualty, and such non-use continues for a period of six consecutive months, the special exception use shall automatically expire for non-use. Non-use, for the purpose of bed and breakfast facilities, shall be defined as two consecutive quarterly reports which indicate that no tax has been collected for two consecutive quarters on said bed and breakfast facility, or any other evidence which indicates that the bed and breakfast has not operated as a bed and breakfast for six consecutive months.
- (30) Zero lot line dwelling district shall require a two-car enclosed garage for each individual dwelling.
 - (31) Zero lot line dwelling district shall require a minimum floor space of 1,500 square feet per residential unit.
 - (32) Where a four-family dwelling zero lot line town home concept has four contiguous tracts/structures, access for purposes of landscape and maintenance to the rear yard of the two interior tracts/structures shall be by virtue of an access easement across the rear yard of each of the two exterior tracts/structures. Conveyance of interests in said zero lot line town home tracts/structures shall include access easements for purposes of landscape and maintenance in the conveyance instrument. The two exterior tracts/structures must provide for access to the rear yard of the tract/structure for landscape and maintenance purposes.
 - (33) Zero lot line dwelling districts shall require dedication to the city of park property equivalent to one-tenth of the total square footage of the development.
 - (34) May only be assembled on public school property or on city property for local, state, or national government purposes.
 - (35) May not be located within 1,000 feet of any other payday loan business or within 200 feet of any property used primarily for a single-family residence, a two-family residence, a town home, or an apartment building. The separation distances shall be measured from or to the outer wall of the payday loan business, and from or to the property line of the property containing the residential use.
 - (36) Boarding or lodging houses shall require off-street parking at a rate of one space for each tenant and one space for the manager (on site).
 - (37) Boarding or lodging houses shall meet all fire safety regulations including, but not limited to, fire alarm detection systems, fire suppression systems, egress illumination, commercial (Type 1) hood systems, emergency escape and rescue openings and a Knox box system.
 - (38) Liquor Stores (Packaged) shall only be permitted along the Denton Highway and Rufe Snow Drive Corridors, shall be limited to no more than one (1) location on each corridor, and shall have at least one drive approach facing the Denton Highway or Rufe Snow Drive Corridor.
 - (39) Separation. - Liquor Stores (Packaged) shall not be permitted within 2,000 feet of a Public School or 1,500 feet of a Public Park.
 - (40) Liquor Stores (Packaged) shall require a minimum floor area of 3,000 square feet along the Denton Highway corridor and 3,000 square feet along the Rufe Snow Drive Corridor.
- (d) *Classification of new and unlisted uses.* It is generally recognized that new types of land uses will develop, and forms of land use not anticipated may request to locate in the city. In order to provide for such changes and contingencies, a determination as to the appropriate classification of any new or unlisted form of land use shall be made as follows:

FINAL REPORT

Article IV Section 4-60 through 4-61 Liquor Store (Packaged) Ordinance

Secs. 4-51 - 4-59. – Reserved.

ARTICLE IV. – LIQUOR STORES (Packaged)*

Sec. 4-60. – Definitions.

1. *Liquor Store (Packaged).* is an establishment where the primary purpose, based on floor area, is the sale of packaged alcoholic liquor directly to the consumer for consumption off the premises. This use does not include Retail Sales, Tavern/Bar, or Restaurant.
2. *Off Premise.* Away from the property where alcoholic beverages are sold.
3. *State permit.* A permit issued by the (TABC) Texas Alcoholic Beverage Commission for the sale of alcohol.

Sec. 4-61. – Permit Required, Permit Fee, and Permit Renewal Fees.

- (a) *Permit required.* It shall be unlawful for any person to manufacture, distill, brew, import, transport, store for purposes of sale, distribute or sell any alcoholic liquor beverages within the City unless such person has obtained a City permit from the office of the City Secretary.
- (b) *Initial permit fee.* After approval by all necessary City departments, the permit application shall be deemed approved, and the City Secretary shall issue a City permit upon payment by the applicant of the initial permit fee. The City initial permit fee shall be equal to one-half (½) of the state fee required by the Texas Alcoholic Beverage Commission of every person that may be issued any state permit or license for the manufacture, distilling, brewing, importing, transporting, storing, distributing or sale of any alcoholic beverage, unless a different fee is allowed or required by state law. No City permit may be issued unless the initial permit fee is received. Please refer to the Texas Alcoholic Beverage Commission Guide for Tax Assessor-Collectors for a list of State Fees Paid to TABC. For a full listing of the fees or information about which liquor code applies to a type of business, visit The TABC website.
- (c) *Renewal of permits.* All permits shall be renewed annually unless otherwise provided by state law. All permits shall terminate at midnight on the day before the anniversary date of their issuance and no permit shall be issued covering a term longer than one (1) year unless otherwise provided by state law.
- (d) *Annual permit renewal fee.* The City shall require payment of an annual permit renewal fee by all establishments selling alcoholic beverages within the City. The permit renewal fee shall be equal to one-half (½) of the state fee required by the Texas Alcoholic Beverage Commission of every person that may be issued any state permit or license for the manufacture, distilling, brewing, importing, transporting, storing, distributing or sale of any alcoholic beverage, unless a different fee is allowed or required by state law. Please refer to the Texas Alcoholic Beverage Commission Guide for Tax Assessor-Collectors for a list of State Fees Paid to TABC. For a full listing of the fees or information about which liquor code applies to a type of business, visit The TABC website.
- (e) *Cancellation of permit.* The City Secretary may cancel a permit if a permittee fails to pay the permit renewal fee. The City Secretary shall send notice of such cancellation to the address on file with the permit application.
- (f) *Permit application.* Permit applications shall be kept on file in the City Secretary's office. The City

FINAL REPORT

Secretary shall issue a receipt for the initial permit fee and keep a record of the same in the City Secretary's office.

- (g) *Penalty.* A permittee who sells an alcoholic beverage without first having paid the initial permit fee or permit renewal fee under this section commits a misdemeanor punishable by a fine not to exceed five hundred dollars (\$500.00), except as otherwise provided by law or ordinance.

* Section Numbers to be determined.



PLANNING AND ZONING COMMISSION
RECOMMENDATION TO COUNCIL

PLANNING AND ZONING MEETING: August 18, 2021

PLANNING AND ZONING CASE NO: Planning & Zoning Case ORD. 21-01

Consider a preliminary report and hold a public hearing to receive comments for or against that report concerning text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in General Business and Commercial zoning districts pursuant to a specific use permit, providing spacing requirements between such stores, and providing spacing requirements between such stores and other land uses; consider action on a final report regarding same to City Council

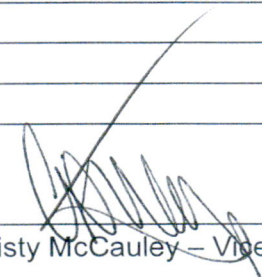
RECOMMEND APPROVAL OR DENIAL:
APPROVAL X DENIAL _____

COMMENTS:

(REQUIRED FOR DISAPPROVALS)



Karen Isbell - Secretary
Laura Nedderman



Cristy McCauley - Vice-Chairperson

To: City of Watauga, Texas

From:

16540 Summit Ridge Drive

Watauga, TX 76148

(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.

☐

I PROTEST THE PROPOSED ZONING AMENDMENT

☒

I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: _____

Forrest DeSmit

Printed Name

[Signature]

Signature

8/7/2021

Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8/7/2021

To: City of Watauga, Texas

From: Michael P. McCoy
6625 High Lawn TER
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: TRAFFIC & NOISE FROM RESTAURANTS
ALREADY THERE IS ENOUGH. IT WILL HAVE SHADY
CHARACTERS HANGING OUT THERE AS WELL

Michael P. McCoy
Printed Name

Michael P. McCoy
Signature

08/08/21
Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
JH 8/9/2021

To: City of Watauga, Texas

From: Bonnie Blair
6604 Summit Ridge Dr. Watauga Tx. 76148
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: We have children walking in the area both back in front of this location. We have quite a bit of theft in the area also. We don't need any drunk drivers especially in this busy area to run over anyone!! So to a more vacant area + no traffic -

Bonnie Blair

Printed Name

Bonnie Blair

Signature

8-6-21

Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8/9/2021

To: City of Watauga, Texas

From:

Terry Johnson

6620 High Lawn Terrace
(Address of Your Property that Could Be Impacted by this Request)

Watauga TX
76148

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.

☐

I PROTEST THE PROPOSED ZONING AMENDMENT

☒

I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support:

Some people like to drink
& this increases the sales tax base for
Watauga, TX.

Terry Johnson
Printed Name

Terry Johnson
Signature

8-6-2021
Date

Return to: City of Watauga Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
JH 8.11.2021

To: City of Watauga, Texas

From:

Paul Maguire
5624 Main St

(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support:

** Dar Neighbor at 6029 Plum
Small Private School for Small Children + Pre K. I fill
has a School for Children
that these children should have our consideration
and should be protected.*

Paul Maguire
Printed Name

Paul Maguire / JPM
Signature

8-9-2021
Date

Return to: City of Watauga Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

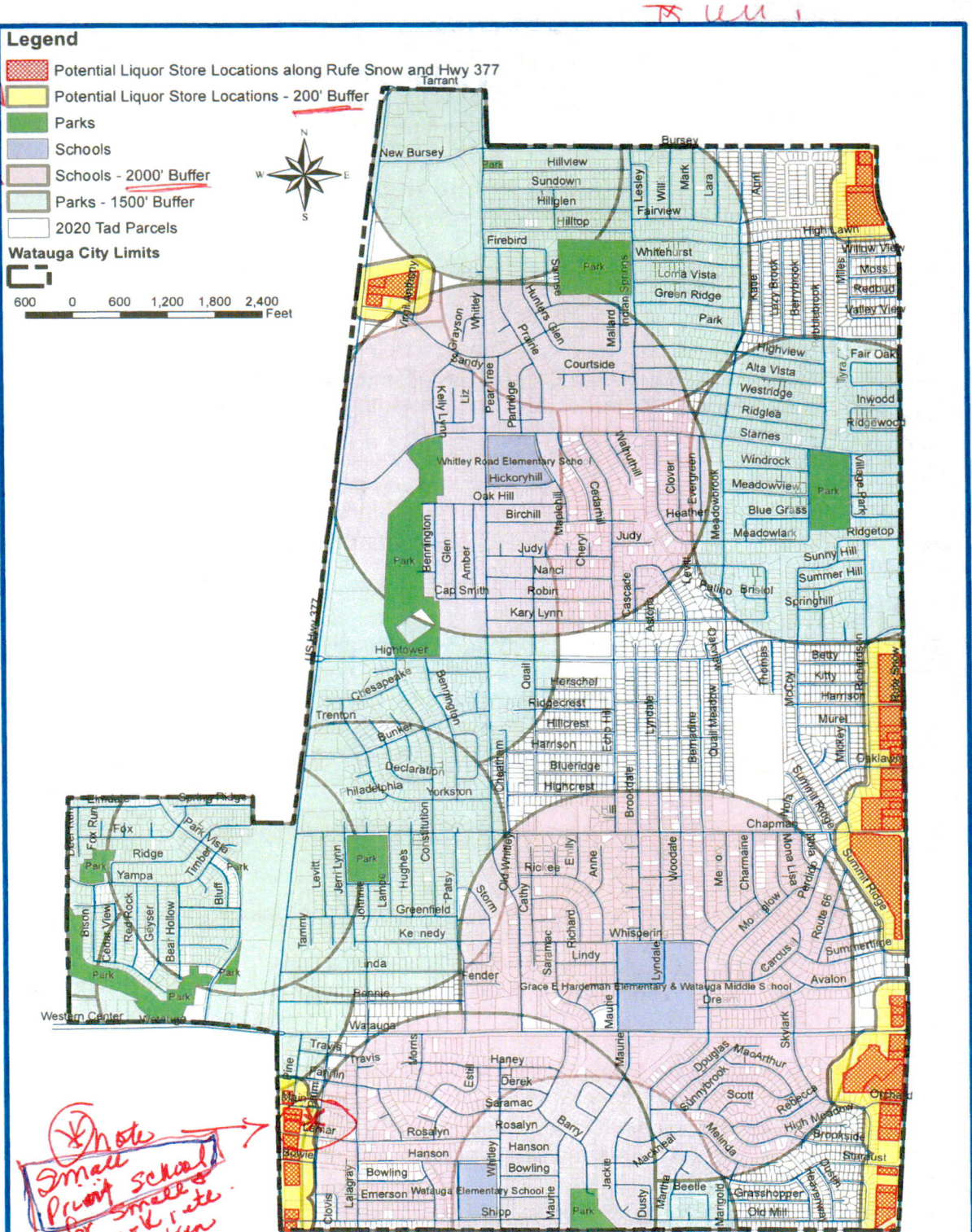
*See Att: **

received
21 8.11.2021

Legend

- Potential Liquor Store Locations along Rufe Snow and Hwy 377
- Potential Liquor Store Locations - 200' Buffer
- Parks
- Schools
- Schools - 2000' Buffer
- Parks - 1500' Buffer
- 2020 Tad Parcels

Watauga City Limits



Liquor Store Ordinance - Notification Exhibit



BURGESS & NIPLE
Engineers ■ Planners

Date 8/2/2021

To: City of Watauga, Texas

From: Douglas Taylor
6636 Richardson Dr.
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: I do not want liquor stores
near our home

DOUGLAS TAYLOR
Printed Name

Douglas Taylor
Signature

8-10-21
Date

Return to: City of Watauga Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8.11.2021

To: City of Watauga, Texas

From: Robert Gonzalez
6529 Summit Ridge, WATAUGA, TX 76148
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: Increase in DWI and
related issues

Robert Gonzalez
Printed Name

Robert Gonzalez
Signature

8/5/21
Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
JH 8.12.2021

To: City of Watauga, Texas

From:

Brenda Norman

6609 High Lawn Terrace

(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: Devalue property values. Too close to
nearby schools and parks. Watauga is known as a family
oriented community and this is in direct conflict of what
Watauga stands for, this type of store is not needed.

Brenda S. Norman
Printed Name

Brenda S. Norman
Signature

8/7/2021
Date

Return to: City of Watauga Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
JH 8.12.2021

To: City of Watauga, Texas

From:

8240 Courtney Way
Watauga, TX 76148
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.

☐

I PROTEST THE PROPOSED ZONING AMENDMENT

☒

I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support:

More jobs and tax
money for Watauga.

Rafael Aguilar

Printed Name

[Signature]

Signature

Date

8/12/21

Return to: City of Watauga Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
29 8.12.2021

To: City of Watauga, Texas

From: 6817 Richardson Dr.

(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.

☐

I PROTEST THE PROPOSED ZONING AMENDMENT

☒

I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: _____

Scotty L Wood
Printed Name

Scotty Wood
Signature

8-13-21
Date

Return to: City of Watauga Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

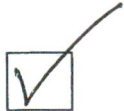
City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
JH 8.13.2021

To: City of Watauga, Texas

From: 5613 BOWIE
WATAUGA, TX 76248
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: I OPPOSE LIQUOR

PHIL MARTIN

Printed Name

[Signature]

Signature

8/9/2021
Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8/16/2021

To: City of Watauga, Texas

From:

VANCE HERROLD

6637 SUMMERTIME LN

(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: ALTHOUGH ALCOHOL SALES WILL INCREASE THE TAX REVENUES, THE DOWNSTREAM CONSEQUENCES WILL COST IN CRIME, POLICE & ACCIDENTS. 1.) WATAUGA RESIDENTS HAVE SURVIVED WITHOUT & HAVE ACCESS TO LIQUOR STORES IN NEARBY CITIES.

2.) ADDING MORE ALCOHOL TO OUR COMMUNITY WILL NOT UPLIFT THIS MIDDLE CLASS BEDROOM COMM., BUT DRAW MONEY AWAY FROM WHAT

VANCE HERROLD

Printed Name

Vance Herrold

Signature

8/12/2021

Date

MIDDLE CLASS FAMILIES NEED... ADVANCED EDUCATION, MONEY FOR HEALTHCARE, ETC.

3.) ADDING CARCINOGENS (CANCER CAUSING AGENTS) I.E. ALCOHOL, TOBACCO, VAPING, LEAD INTO OUR COMMUNITY WILL CONTINUE TO HOLD WATAUGA DOWN.

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

PLEASE LEAVE THESE STORES
IN OUR SURROUNDING/ADJACENT
COMMUNITIES.

THANK YOU.

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8/16/2021

To: City of Watauga, Texas

From:

Icee Real Estate LLC
6871 Rufe snow Dr Watauga, Tx
(Address of Your Property that Could Be Impacted by this Request) 76148

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support:

It will bring more
crime to the area.

SARIN CHARGUT
Printed Name

CHARGUT
Signature

Date

08/11/21

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
JH 8/16/2021

To: City of Watauga, Texas

From: 6840 Richardson Dr.
Watauga, TX. 76148
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: Fear of property value decrease
Increase of crime

Steve R Fromm
Printed Name

Steve R Fromm
Signature

8/11/21
Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
JH 8/16/2021

To: City of Watauga, Texas

From: NEIGHBORHOOD AUTO

5920 DENTON HWY WATAUGA TX 76148
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: _____

BRANDIE Fuller
Printed Name

Brandie Fuller
Signature

8/12/2021
Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8/16/2021

To: City of Watauga, Texas

From: Ron + MARILYN Holland
6200 SKYLARK LN 76148
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: too close to our
home, almost in our house! We like
WATAUGA to be liquor-free.

Ron Holland

Printed Name

[Signature]

Signature

8-7-2021

Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8/16/2021

To: City of Watauga, Texas

From: 6229 Green Apple Ct
Watauga TX 76148
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.

☒

I PROTEST THE PROPOSED ZONING AMENDMENT

☐

I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: There are many liquor delivery services and Drizly.com will deliver in under 60 minutes. LIQUOR DEPOT is 1 mile away on Basswood. I believe this would have a negative

JEANETTA MABRY

Printed Name

Jeanetta Mabry
Signature

8-17-2021

Date

→ impact on our community.
How much \$\$\$ is worth that?

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
JH 8/17/2021

Form Name:	Zoning Amendment Form
Submission Time:	August 18, 2021 12:33 pm
Browser:	Chrome 92.0.4515.131 / OS X
IP Address:	75.28.20.62
Unique ID:	849219173
Location:	

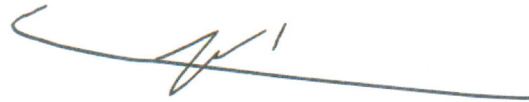
Address of Your Property that Could Be Impacted by this Request	6751 Rufe Snow Drive Watauga, TX 76148
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Checkbox	I SUPPORT THE PROPOSED ZONING AMENDMENT
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Basis for your protest/support	Every city will eventually support as you dont want to lose tax dollars to the surrounding cities. I'm glad that there is a ordinance that support not being close to parks, schools, and churches.
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Name	Ali Hemani
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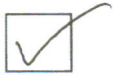
Signature	
------------------	--



To: City of Watauga, Texas

From: 8218 Caraway Way
WATAUGA TX, 76148
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: DO NOT WANT LIQUOR
STORE IN OUR CITY.

Fred Garcia
Printed Name

Signature

8/14/21
Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8/20/2021

To: City of Watauga, Texas

From:

Richard Taylor

8229 Courtney Way, 76148

(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support:

Accessing those businesses
from surrounding areas is not a hardship, and adding
them does nothing to enhance this community.

Richard Taylor

Printed Name

Signature

[Signature]

Date

8/6/2021

Return to: City of Watauga Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8/20/2021

To: City of Watauga, Texas

From: 8213 Courtney Way
Watauga, TX 76148
(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.



I PROTEST THE PROPOSED ZONING AMENDMENT



I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: I do not support the amendment
to have a liquor store at Bursey + Rufe Shaw. The addition of
the waffle house, without adequate fencing for noise, is
already enough of a disturbance.

Catherine Shaw

Printed Name

Catherine Shaw

Signature

08/07/2021

Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

received
8/8/2021

Sec. 115-6. Permitted principal, accessory and specific use permit uses.

The following uses are permitted as provided in this chapter:

Accessory building (business). In a commercial district, a subordinate building attached or detached, and used for a purpose customarily incidental to the main structure.

Accessory building (industrial). In an industrial district, a subordinate building attached or detached, and used for a purpose customarily incidental to the main structure.

Accessory building (residential). In a residential district, a subordinate building attached or detached and used for a purpose customarily incidental to the main structure, located on the same lot, such as a private garage for automobile storage, tool house, greenhouse, hobby shop (no business), home workshop, children's play house, storage house, garden shelter, but not involving the conduct of a business.

Amusement center, indoor. A facility providing game equipment for entertainment and amusement as its primary source of income. Games contained in the facility may include coin-operated machines utilizing balls, pins, and baskets, video equipment, and pinball. Other equipment may include skill games such as pool, billiards, bowling, shuffleboard, darts, and batting cages. Any combination of these games may be used in the facility. However, the combination of any four coin-operated game machines shall constitute an amusement center.

Amusement center, outdoor. Any amusement enterprise offering entertainment or games of skill to the general public for a fee or charge wherein any portion of the activity takes place in the open.

Amusement center, teen club. A nightclub which caters primarily to patrons who are minors and in which no alcoholic beverages are sold or permitted and all activities occur indoors.

Amusement center (with alcohol). A facility which includes bowling alleys, pool halls, billiard halls or arcades, that provides entertainment or games of skill to the general public for a fee or charge wherein any portion of the activity takes place indoors or outdoors and which permits alcoholic beverages to be sold, served, or consumed on-site.

Amusement park. An amusement enterprise offering rides such as roller coasters and games to the general public for a fee or charge wherein the majority of the activity takes place in the open.

Animal grooming. An establishment that offers to the general public the service of animal grooming for domestic pets. No boarding or medical care is provided.

Animal hospitals and clinics (for the care and temporary boarding of domestic household pets). The office and clinic of a doctor of veterinary medicine, not including outside treatment pens or outside boarding.

Antique shop. An establishment offering for sale articles such as glass, china, furniture or similar furnishings and decorations which have value and significance as a result of age, design or sentiment.

Apartment. A room or a suite of rooms within an apartment house arranged, intended, or designed for a place of residence of a single family, individual, or a group of individuals.

Apartment house. Same as *Dwelling, multifamily*.

Apparel alteration and repair shop. An establishment offering alteration and repair of clothing apparel to the public.

Appliance repair, household. A shop specializing in the repair of household appliances, including televisions, radios and other small electronic devices.

Art gallery. An establishment offering for viewing and sale works of art to the general public.

Asphalt or concrete batching plant (permanent). A permanent installation of facilities and materials required to manufacture hot mix asphaltic concrete or Portland cement concrete.

Asphalt or concrete batching plant (temporary). A temporary installation of facilities and materials required to manufacture hot mix asphaltic concrete or Portland cement concrete. See section 115-63, Supplemental regulations.

Assembly hall. A building and grounds owned and operated by a public or private nonprofit organization which serves as a meeting facility for groups, and may provide social, educational, recreational, and developmental training programs.

Assembly plant. A facility for the assembly of equipment including automobiles, trucks, farm machinery, railroad cars, engines, and appliances from components fabricated for the most part in other locations.

Auto, auction. An enclosure or area, including outside storage, designed for the sale of automobiles at auction or using other sales techniques.

Auto, carwash. A facility or area for the cleaning or steam cleaning, washing, polishing, or waxing of passenger vehicles by machine or hand-operated facilities. A car wash may be:

- (1) A single unit type that has a single bay or a group of single bays with each bay to accommodate one vehicle only; or
- (2) A tunnel type that allows washing multiple vehicles in a tandem arrangement while moving through the structure.

Auto, gasoline or motor fuel sales with or without a convenience store. A facility or area designed for the retail sale of motor vehicle fuel dispensed from pumps with or without a convenience store offering for sale prepackaged food products, household items and other goods commonly associated with the same are sold.

Auto, impound lot/wrecker business. An accessory use where vehicles owned by someone other than the property owner are temporarily stored.

Auto, paint and body shop. An automobile related use where vehicles are repainted, the exterior repaired and replaced, frames straightened, damaged panels repaired and replaced, and window glass is repaired and replaced.

Auto, parts and accessory stores. An automotive store with the primary purpose of selling new auto parts and accessories for automobiles, trucks, and vans.

Auto, rental (car and truck). Establishments primarily engaged in the short-term rental or extended-term leasing of automobiles and trucks, not including truck tractors or semitrailers. No rental trucks shall be located in any multi-use shopping center.

Auto, repair garage. An enclosed facility designed for the repair and maintenance of automobiles, trucks, and vans with outside storage of vehicles if screened by the facility and located in the rear yard out of view from the public right-of-way. No repair or maintenance conducted outside of the garage on any vehicle including truck trailers and semitrailers. This definition includes any businesses that conducts automotive maintenance activities such as engine tune-ups, lubrication, minor repairs, and carburetor cleaning.

Auto, sales, new (outdoor). A motor vehicle retail establishment operated by a franchised dealer. A "franchised dealer" means a person who holds a franchised motor vehicle dealer's license issued under the Texas Transportation Code, and is engaged in the business of buying, selling, or exchanging new motor vehicles and servicing or repairing motor vehicles under a manufacturer's warranty at an established and permanent place of business under a franchise in effect with a manufacturer or distributor. For purposes of this definition, motor vehicles are not considered outside storage. Accessory uses may include the sale of used motor vehicles, auto service, and auto repair activities, as defined elsewhere in this Code.

Auto service station/convenience store. Reserved.

Auto service station/light maintenance. Reserved.

Auto, service station/restaurant. Any premises where gasoline and other petroleum products are sold as a principal use and in connection with the primary use, and a secondary use of a restaurant is provided.

Aviation field. An area improved for the landing or takeoff of aircraft, approved by the Federal Aviation Administration for operation as an airport.

Bakery or industrial confectionery. A facility which primarily produces large quantities of baked goods for distribution off of the premises.

Bakery or wholesale candy. A manufacturing facility for either baked goods or candy with the purpose of selling the products at off-site retail locations.

Bank, savings and loan association, financial institution. A building or premise offering banking, savings and loan, and other financial services. (Not including pawnshops as herein defined.)

Bar, tavern, or nightclub. Any establishment serving alcoholic beverages in which the principal business is the sale of such beverages at retail for consumption on the premises and where the sale of food for consumption on the premises is secondary. In addition, a dance floor or entertainment may be provided. (Does not include sexually oriented businesses.)

Beauty/barber or other personal shop. An establishment which provides personal services including haircuts, perms, color treatments, manicures, pedicures and other personal beauty services.

Bed and breakfast (nonresidential district). A tourist lodging service within the rooms of a dwelling located on a property served by a single utility meter and single water meter and wastewater service, occupied by a resident manager and located in a district zoned other than residential.

Bed and breakfast (residential district). A tourist lodging service within the rooms of a single-family residence occupied by the owner or resident manager and located on a property served by a single utility meter and single water and wastewater service within a residential district of the city.

Boardinghouse or lodginghouse. A building other than a hotel, motel, or other establishment that offers short-term accommodations for transients, occupied as a single housekeeping unit, where lodging or meals are provided for five or more persons for compensation, pursuant to previous arrangements.

Brick kiln or tile plant. A manufacturing facility for making brick or tile products, with product and raw material storage.

Building materials manufacturing. A facility for the production of building materials which include fiberglass, wallboard, shingles, etc.

Building materials sales. A distribution and sales center for retail and wholesale hardware, plumbing, lumber, and other materials used in the building trade.

Bus station, terminal. A facility for regularly scheduled bus services with passenger lounge and ticketing services.

Cabinet and upholstery shop. A shop for the assembly of cabinetry for domestic use and furniture repairing and upholstery.

Caretaker's or guard's residence. A residence located on a premises with a main nonresidential or residential use occupied only by an employee of the principal use. Manufactured or industrialized homes are not permitted for this use.

Carpet cleaning establishment. An establishment which provides commercial cleaning of carpeting and/or rugs as a retail service. Such service shall be performed in a consumer's home or place of business.

Cement or hydrated lime plant. A manufacturing facility and process for making cement, hydrated lime, and byproducts including storage of products and raw materials.

Cemetery or mausoleum. An area or structure designed to contain the remains of humans or animals for permanent interment.

Chemical laboratory. A facility for the on-site manufacturing processes used in chemical and associated laboratory manufacturing.

Clinic. Offices for one or more physicians, surgeons, chiropractors, or dentists engaged in the treatment of the sick or injured, but not including rooms for the abiding of patients.

Clothing store, retail/secondhand/thrift. An establishment which is engaged in retail sales of used clothing and associated materials, goods, and merchandise.

Community center. A place or facility dedicated to social or recreational activities, serving the city or a neighborhood thereof and owned and operated by the city, or by a nonprofit organization dedicated to promoting the health, safety, or general welfare of the city.

Contractor, electrical/mechanical/plumbing (no outside storage). A business whose primary use provides a service by installing electrical, mechanical, or plumbing systems; which may also have limited sales of electrical, mechanical, or plumbing supplies or equipment as a secondary use incidental to its primary use. No outside storage is permitted.

Contractor, electrical/mechanical/plumbing (outside storage permitted). A business whose primary use provides a service by installing electrical, mechanical, or plumbing systems which may also have limited sales of electrical, mechanical, or plumbing supplies or equipment as a secondary use incidental to its primary use. Outside storage permitted.

Contractor's storage or equipment yard. An area located on the same lot or separate lot, used for outside storage of construction equipment, including vehicles and construction material.

Copy shop. A small commercial printing shop which sells on-site most of the items printed along with associated items.

Correctional facilities (including pre-parole centers). A facility housing those who have been involved in the criminal justice system or related program and serving an adjudicated sentence, but not housing individuals convicted of violent or sexual crimes.

Dance hall. An establishment offering a dance floor and entertainment for the general public. (Does not include sexually oriented businesses.)

Day care center, adult. A facility that provides services under an adult day-care program on a daily or regular basis but not overnight to four or more elderly or handicapped persons who are not related by blood, marriage, or adoption to the owner of the facility.

Day care center, child. A child-care facility that provides care at a location other than the residence of the director, owner, or operator of the child-care facility for seven or more children under 14 years of age for less than 24 hours a day, but at least two hours a day, three or more days a week.

Day care, in the home. A private residence that provides regular care in the caretaker's own residence for not more than six children under 14 years of age, excluding children who are related to the caretaker, and that provides care after school hours for not more than six additional elementary school children, but the total number of children, including children who are related to the caretaker, does not exceed 12 at any given time. The term does not include a home that provides care exclusively for any number of children who are related to the caretaker.

Department store. A store offering a variety of comparison and consumptive goods, including lawn and garden products, at a retail price to the general public.

Dwelling, assisted living facility. A facility intended to provide dwelling units for occupancy by persons requiring the level of care and support defined by the state as "supervised living."

Dwelling, caretaker/guard residence. A residential use located within the building or structure of a nonresidential use where quarters are occupied by an owner or employee of a business occupying some or all of the remainder of the building or structure where living facilities are distinctly separate from and secondary to the nonresidential structure or use.

Dwelling, four-family. A detached residential building containing four dwelling units.

Dwelling, HUD-code manufactured home. A structure, constructed on or after June 15, 1976, according to the rules of the United States Department of Housing and Urban Development, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width or 40 body feet or more in length, or, when erected on-site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities and includes the plumbing, heating, air conditioning and electrical systems. The term does not include a recreational vehicle as defined by 24 CFR 3282.8(g).

Dwelling, industrialized housing. A residential structure that is designed for the use and occupancy of one or more families, that is constructed in one or more modules or constructed using one or more modular components built at a location other than the permanent site, and that is designed to be used as a permanent residential structure when the modules or modular components are transported to the permanent site and are erected or installed on a permanent foundation system. The term does not include any residential structure that is in excess of three stories or 49 feet in height as measured from the finished grade elevation at the building entrance to the peak of the roof. Industrialized housing includes the structure's plumbing, heating, air conditioning, and electrical systems. The term shall not mean nor apply to:

- (1) Housing constructed of sectional or panelized systems not utilizing modular components; or
- (2) Any ready-made home which is constructed so that the entire living area is contained in a single unit or section as a temporary location for the purpose of selling it and moving it to another location.

Dwelling, mobile home. A structure that was constructed before June 5, 1976, transportable in one or more sections, which, in the traveling mode, is eight body feet or more in width or 40 body feet or more in length, or, when erected on-site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems.

Dwelling, multifamily. A residential building containing five or more dwelling units, with the number of families in residence not exceeding the number of dwelling units provided.

Dwelling, single-family. A detached residential building, not including a mobile home or a HUD-code manufactured home, which contains not more than one dwelling unit.

Dwelling, three-family. A detached residential building containing three dwelling units.

Dwelling, two-family. A detached residential building containing two dwelling units.

Electrical generating station. A facility designed to convert electrical current from other energy sources for consumption by dwellings and other structures.

Electrical substation. A facility designed to convert electrical current to a different phase or voltage prior to consumption by dwellings and other structures.

Electrical transmission line. A high voltage line used to transmit electrical current to or between electrical substations or long distances and customarily associated with towers.

Electronics manufacturing. A facility for the production of printed circuit boards, microchips and other electronic parts which may be assembled on-site into end products such as computers, televisions, radios and communication equipment.

Equipment, tool rental. An establishment that provides equipment and tools for rent by the general public to be used off-site. All storage of rental equipment and tools shall be contained within the limits of the primary structure.

Farm, truck garden, orchard, or nursery. A parcel of land used for the growing or raising of plants, shrubs, and trees and other agricultural products, including related structures thereon provided no sales office is maintained on the premises, and provided that no obnoxious fertilizer is stored upon the premises, and that no obnoxious soil or fertilizer processing is conducted thereon.

Frozen food locker/ice locker. A facility for the storage of frozen food or ice for retail sale for individual or family use, not including food processing, except for cutting or wrapping.

Funeral home/mortuary.

- (1) A building or part thereof used for human funeral services. Such building may contain space and facilities for:
 - a. Cremation facilities, embalming, and the performance of other services used in preparation of the dead for burial;
 - b. The performance of autopsies and other surgical procedures;
 - c. The storage of caskets, funeral urns, and other related funeral supplies; and
 - d. The storage of funeral vehicles.
- (2) Where a funeral home is permitted, a funeral chapel shall also be permitted.

Furniture or appliance store. A retail establishment offering home furnishings and appliances, including televisions, radios, and other electronic devices, for sale to the general public.

Garage, parking. A building or portion thereof, other than a private garage, used exclusively for parking or storage of self-propelled vehicles, but with no other services provided except facilities for washing.

Garage, private. A building for parking only of motor vehicles belonging to the occupant of the same premises, having an entrance door at least 16 feet in width and opening onto a paved or surfaced area used primarily as a driveway for motor vehicles.

Garage, public. A building other than a private or parking garage, used for the care or repair of self-propelled vehicles or where such vehicles are kept for remuneration, hire or sale.

Golf course, driving range. An establishment offering areas for driving of golf balls, including "pitch and putt" facilities.

Golf course, miniature. An establishment offering facilities for miniature golf.

Golf course, private. Rounds and facilities used in the playing of the game golf, for use by private membership on a site containing a total area of not less than 40 acres.

Golf course, public. Grounds and facilities used in the playing of the game golf, privately owned but open to the public for a fee and operated as a commercial venture.

Greenhouse or plant nursery. An establishment operated for commercial purposes, offering plants grown on-premises and off-premises and associated products for sale for use in connection with home gardening activities.

Grocery store. Retail grocery stores, commonly known as supermarkets, food stores, and grocery stores, primarily engaged in the retail sale of all sorts of canned foods, dry goods, fresh fruits and vegetables, and fresh and prepared meats, fish and poultry.

Group home for the disabled (see also family). A dwelling shared by four or more disabled persons, including resident staff, who live together as a single housekeeping unit and in a long-term, family-like environment in which staff persons provide care, education and participation in community activities for the residents with the primary goal of enabling the resident to live as independently as possible in order to reach their maximum potential. As used herein, a person is disabled if the person whose ability to care for himself, perform manual tasks, learn, work, walk, see, hear, speak, or breathe is substantially limited because the person has:

- (1) An orthopedic, visual, speech, or hearing impairment;
- (2) Alzheimer's disease;
- (3) Pre-senile dementia;
- (4) Cerebral palsy;
- (5) Epilepsy;
- (6) Muscular dystrophy;
- (7) Multiple sclerosis;
- (8) Cancer;
- (9) Heart disease;
- (10) Diabetes;
- (11) Mental retardation;
- (12) Autism; or
- (13) Emotional illness.

Gymnasium. A building or room used for physical education and sports, which may be equipped with gymnastics or other sports-related equipment and which may have seating in which spectators may view sports activities.

Halfway house. A licensed home for inmates on release from more restrictive custodial confinement or initially placed in lieu of such more restrictive custodial confinement, wherein supervision, rehabilitation, and counseling are provided to mainstream residents back into society, enabling them to live independently. Such placement is pursuant to the authority of the local, state, or federal department of corrections, but not including individuals convicted of violent or sexual crimes.

Health club/recreation facility. An indoor facility including uses such as game courts, exercise equipment, locker rooms, Jacuzzi, and/or sauna and pro shop, gymnasiums, private clubs (athletic, health or recreational), reducing salons and weight control establishment.

Health service facilities (outpatient). Clinics, offices, dentist, doctors and/or other practitioners of the healing arts licensed or similarly recognized under the laws of the state. Also including offices for specialists in supportive health services such as physical, audio, and speech therapy, podiatry, and psychological testing and counseling, dental, medical, and optical labs, and blood banks.

Heliport. A landing facility for rotary wing aircraft subject to regularly scheduled use and may include fueling or servicing facilities for such craft.

Helistop. A landing pad for occasional and infrequent use by rotary wing aircraft with no fueling facilities.

Hobby shop. An establishment providing retail sales of items commonly associated with hobbies, including display area for hobbies.

Hobby studio, private. An accessory activity area, used by the occupants of the premises purely for personal enjoyment, amusement, recreation, or cultivation of artistic talents.

Home occupation. An occupation conducted in a dwelling unit or accessory building, provided that it is clearly "transparent" to the neighborhood and meets all of the requirements as defined in section 115-85(b), Conditions and special regulations for listed uses.

Hotel, apartment. A multifamily dwelling which furnishes for the use of its tenants services ordinarily furnished by hotels, but the privileges of which are not primarily available to the public.

Hotel/motel. One or more buildings containing individual living or sleeping units specially designed as temporary quarters for transient guests, including provisions for meals and personal services; "hotel" includes a tourist hotel, a motor hotel, and a motel, but does not include an apartment hotel.

Junkyard/vehicle salvage yard. Any establishment or place of business which is maintained, used, or operated for storing, keeping, buying, selling, trading, or other disposition of wrecked, scrapped, ruined, dismantled, or partially dismantled motor vehicles or motor vehicle parts, or any establishment or place of business maintained, used, or operated for the storing, keeping, buying, selling, trading, or other disposition of junk. The operation of junkyards shall be governed by the general rules and regulations applicable to junkyard and vehicle salvage yard operations within the city.

Kennel. Any lot or premises on which four or more dogs, cats, or other domestic animals, at least four months of age, are housed or accepted for boarding, trimming, grooming, or bathing for which remuneration is received.

Laboratory, medical and/or dental. A facility with materials and scientific and technological equipment designed for scientific experimentation, examination, evaluation, and documentation for medical and other technologies.

Laundry/cleaners, full-service. A retail establishment providing full-service laundry and dry cleaning services to the general public.

Laundry/cleaners, self-service. A retail establishment providing facilities for customers to launder or dry clean wearing apparel or other materials.

Laundry cleaning plant, commercial. A commercial laundry or cleaning plant doing cleaning or laundry for off-premises service outlets and retail establishments.

Library. Buildings and structures open for the general public, for which a fee may or may not be charged for the use of book collections.

Liquor Store (Packaged) is an establishment licensed by the State where the primary purpose, based on floor area, is the sale of packaged alcoholic liquor directly to the consumer for consumption off the premises. This use does not include Retail Sales, Tavern/Bar, or Restaurant.

Lithography or print shop. A large commercial printing shop with multiple presses and capabilities offering duplicating services including blueprinting and photostating.

Lodge, fraternity, sorority and clubs. An association of persons meeting regularly for their mutual benefit or for the promotion of some common purpose, supported jointly through payment of membership dues, all members having the right to vote on policies and business.

Lumber yard. An establishment for the sales, storage and distribution of pre-cut lumber and associated materials used in the building trade.

Machinery sales or repair (heavy). A facility for the storage, repair, outside sales or rental of heavy machinery or equipment.

Manufactured home park. An area designated, arranged or used for the parking or storing of one or more HUD-code manufactured homes which are occupied or intended for occupancy as temporary living quarters by individuals or families.

Manufacturing facility (heavy). A facility that utilizes raw material to forge, cast, mix, or otherwise create material used to build or assemble final products; may include the assembly and storage of integral components or the completed final product.

Manufacturing facility (light). A facility used for subassembly, or assembly of subassemblies for industrial purposes, and may conduct manufacturing that does not emit noise, odor, dust, or other hazards.

Massage establishment. A place of business that advertises or offers massage therapy or other massage services. The term includes a place of business that advertises or offers any service described by a derivation of the terms "massage therapy" or "other massage services."

Massage services. Massage therapy or other massage services.

- (1) "Massage therapy" means the manipulation of soft tissue by hand or through a mechanical or electrical apparatus for the purpose of body massage and includes effleurage (stroking), petrissage (kneading), tapotement (percussion), compression, vibration, friction, nerve strokes, and Swedish gymnastics. The terms "massage," "therapeutic massage," "massage technology," "myotherapy," "body massage," "body rub," or any derivation of those terms are synonyms for "massage therapy."
- (2) "Other massage services" includes any services offered or performed for compensation at a massage establishment that involve physical contact with a client, and may include the use of oil, lubricant, salt glow, a heat lamp, a hot and cold pack, or a tub, shower, Jacuzzi, sauna, steam, or cabinet bath.

Medical care facility, hospital. An institution specializing in giving clinical, temporary, and emergency services of a medical or surgical nature to human patients and injured persons, and licensed by state law to provide facilities and services in surgery, obstetrics, and general medical practice including related facilities such as laboratories, outpatient departments, training facilities, central services facilities and staff offices that are an integral part of the facilities. Hospitals may include supportive retail and personal service uses operated by or under the control of the hospital primarily for the convenience of patients, staff and visitors.

Medical care facility, nursing and care homes. Any structure used for or occupied by persons recovering from illness or suffering from the infirmities of old age, including developments containing convalescent or nursing facilities.

Medical equipment sales, rental, and leasing services. An establishment including offices, stores, and display rooms for the display, sale, rental and leasing of medical equipment.

Mini-warehouse facility. A building or group of buildings in a controlled-access and fenced compound consisting of varying sizes of individual, compartmentalized, controlled-access, self-contained units that are leased or owned for the storage of business and household goods or contractor supplies.

Mobile food vendor court. A primary land use located on one or more platted lots where two or more mobile food vendor units are located to offer food or beverages for sale to the public, functioning as a single business and authorized to provide, tables, play areas, a permanent structure for alcohol sales, and other outdoor entertainment open to all customers of all vendors.

Museum, fine arts center, or art gallery. An institution for the collection, display, and distribution of objects of art or science and which is sponsored by or owned and operated by the city, a public or quasi-public agency and which facility is open to the general public.

Office, business. Any office in which chattels or goods, wares or merchandise are not commercially displayed, created, sold or exchanged.

Office, professional. A building or portion of a building wherein services are performed involving predominantly administrative, professional, or clerical operations, including but not limited to: insurance broker, public stenographers, real estate broker, stockbroker, and other persons who operate or conduct offices which do not require the stocking of goods for wholesale or retail sales.

Office, real estate development tract or field office. A temporary office for the purpose of selling real estate to the general public located on or adjacent to the real estate being offered for sale.

Oil field service business. An establishment offering sales, maintenance, and outside storage of oil field business equipment including rigs, machinery, servicing vehicles, pipe, drill stem, and devices used on or attached to oil wells.

Park, public. Any public or private land available for recreational, educational, cultural, or aesthetic use.

Pawnshop. A shop specializing in making small loans against personal property or buying used personal goods from individuals.

Payday loan business. Any business which provides loans typically known as "payday loans," "payday advances," or "deferred deposit loans" in which a cash advance in whole or part is made in exchange for a personal check or authorization to debit a deposit account; the amount of the check or authorized debit equals the amount of the advance plus a fee, and the person making the advance agrees that the check will not be cashed or deposited or the authorized debit will not be made until a designated future date.

Person. Every natural person, firm, partnership, association, corporation, or society. The term "person" shall include both the singular and plural, and the masculine shall include the feminine gender.

Pet shop. A shop offering small animals for sale, with associated goods and services.

Pharmaceutical plant. A facility for the production of drugs for medicine.

Pharmacy. An establishment offering prescription and over-the-counter pharmaceuticals and other associated products for sale to the public.

Photographic print shop. An establishment engaged in film editing, developing, and processing of photographs. May also provide for retail sale of cameras, film, and other photographic supplies and equipment to the general public.

Plastic products manufacturing. A facility for the production of molded products constructed out of plastic, fiberglass or other composite material.

Printing/publishing plant. An establishment offering reproduction services for the production of books, magazines, newspapers, and other published materials.

Private club. An association of members meeting regularly for their mutual benefit or for the promotion of some common purpose supported jointly through payment of membership dues, and regulated by the Texas Alcoholic Beverage Code in such instances where alcoholic beverages are sold to members.

Public safety facility, fire and police. A facility designed to provide public protection from dangers of fire and crime, including civil defense, operational centers, police and fire stations and training facilities.

Radio, television, microwave broadcast, relay or receiving towers, transmission or retransmission facilities. Structures supporting antennae and/or commercial satellite antenna dishes which are transmitting or receiving any portion of the radio spectrum, but excluding noncommercial antennae installations for home use of radio or television.

Radio, television studio. A facility designed to create and broadcast original source programming, or relay commercial programming from another source, including taped or prerecorded materials for any part of the radio spectrum for commercial consumption.

Recreational vehicle storage (commercial). A facility or location, which upon payment of a fee, provides for the parking and storage of recreational vehicles.

Recycling collection center. A building in which used materials such as newspapers, glassware, and metal cans are separated and processed prior to shipment to others who will use those materials to manufacture new products.

Recycling plant. A facility that is not a junkyard and in which recoverable resources, such as newspapers, magazines, books and other paper products, glass, metal cans, and other products are recycled, reprocessed, and treated to return such products to a condition in which they may again be used for production.

Rehabilitation care facility (criminal-psychiatric, mental disorders and substance abuse). A facility whose primary purpose is to provide residence and/or outpatient care, with supervisory personnel, to persons regardless of legal relationship, who have been involved in the criminal justice system or related program including parole or probation as authorized by the criminal justice system, and have demonstrated a tendency toward alcoholism, drug abuse, mental illness, or antisocial or criminal conduct.

Rehabilitation care facility (psychiatric and mental disorders). A facility which provides residence and/or outpatient care, with supervisory personnel, to persons regardless of legal relationship, who have demonstrated a tendency toward mental illness.

Rehabilitation care facility (substance abuse). A facility which provides residence and/or outpatient care, with supervisory personnel to persons regardless of legal relationship who have demonstrated a tendency toward alcoholism and/or drug abuse.

Religious institution. Churches and facilities for related activities including those of worship, fellowship and education that people regularly attend. A religious institution which, for a fee, provides day care and/or child care must seek a specific use permit; however, a religious institution which provides day care and/or child care services to its members during religious services without charge or fee is permitted within each designated zoning district permitting the particular religious institution.

Rental store (no outside storage). An establishment that provides equipment and goods for rent by the general public to be used off-site. All storage of rental equipment and goods shall be contained within the limits of the primary structure.

Rental yard (commercial and heavy equipment). An establishment that provides heavy equipment for rent to contractors or the general public to be used off-site. The storage of rental equipment or goods may occur either within the limits of the primary structure or may be displayed and stored outside of the primary structure. Areas reserved for repairs and maintenance of all equipment or goods must be within the primary structure.

Rental yard (domestic goods with outside storage). An establishment that provides domestic equipment and goods for rent to the general public to be used off-site. The storage of rental equipment or goods may occur either within the limits of the primary structure or displayed and stored on an improved surface outside the primary structure, not to include backhoes, front end loaders and tractors.

Repair shop (bicycle and small appliance). A shop specializing in the repair of household appliances and/or bicycles.

Restaurant (drive-in/drive-thru). Any place or premises used for sale, dispensing, or serving of food, refreshments, or beverages in automobiles, including those establishments where customers may serve themselves and may eat or drink the food, refreshments or beverages on the premises.

Restaurant (including cafe, lunch room, tea room). A business establishment whose principal business is the selling of unpackaged food to the customer in a ready-to-consume state, in individual servings, or in nondisposable containers, and where the customer consumes these foods while seated at tables or counters located within the building.

Restaurant, refreshment stand (temporary or seasonal). Any place or premises used for sale, dispensing, or serving of food, refreshments, or beverages from a temporary or permanent building on a temporary or seasonal basis.

Restaurant with alcohol. A business establishment whose principal business is the selling of unpackaged food and alcoholic beverages for on-premises consumption, to the customer in a ready-to-consume state, in individual servings, or in nondisposable containers, and where the customer consumes these foods while seated at tables or counters located within the building.

Retail, retail store or retail activities. An establishment engaged in selling goods or merchandise to the general public in small quantities for personal or household consumption and the rendition of services incidental to the sale of such goods.

Rodeo grounds/fairground. An outdoor entertainment area providing an arena for rodeo activities, including grandstands and bleachers for the viewing public, storage pens and facilities for the caring and presentation of livestock, and open area for exhibits and carnival activities.

School. A facility that provides a curriculum of elementary and secondary academic instruction, including kindergartens, elementary schools, junior high schools, and high schools.

School, business college. A facility that provides a curriculum limited to the teaching of office and business practices and skills.

School, college or university. An academic institution of higher learning, accredited or recognized by the state and offering a program or series of programs of academic study leading to a recognized degree or advanced degree, including junior and senior colleges, universities, conservatories and seminaries.

School, commercial trade. A business organized to operate for a profit and offering instruction and training in a trade such as welding, brick laying, machinery operation, and similar manual trades.

School, home. Educational activities consisting of a defined curriculum with the purpose of satisfying the state educational requirements and said educational activities being conducted in the home of a student living in the home. Said educational activities shall be considered to be a part of the housekeeping activities of a family.

School, home day. Educational activities consisting of a defined curriculum with the purpose of satisfying the state educational requirements and said educational activities being conducted in a home but not necessarily the home of the student living therein. There shall be no more than six unrelated students not living in the home in which the educational activities are being conducted. The total number of students living in the home in which the activities are being conducted shall not exceed 12 at any given time.

School, institution, rehabilitation and training center (private). A facility that provides rehabilitation and training operated or sponsored by chartered educational, religious or philanthropic organizations, but excluding uses such as trade schools, which are operated primarily on a commercial basis.

Servants' quarters. A dwelling unit located on the same lot or grounds as the main building, and used by servants employed on the premises and not rented or otherwise used as a separate domicile, and serviced through the same utility meters or connections as the principal use to which it is an accessory.

Shoe repair. An establishment offering shoe repair service to the general public.

Specialty and novelty establishment. An establishment which provides any or all of the following:

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- (1) Kits used, intended for use or designed for use in planting, propagating, cultivating, growing, or harvesting of any species of plant which is a controlled substance or from which a controlled substance can be derived, as the term "controlled substance" is defined in V.T.C.A., Health and Safety Code ch. 481.
 - (2) Kits used, intended for use or designed for use in manufacturing, converting, producing, processing, or preparing controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).
 - (3) Isomerization devices used, intended for use or designed for use in increasing potency of any species of plant which is a controlled substance, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).
 - (4) Testing equipment used, intended for use or designed for use in identifying or in analyzing the strength, effectiveness, or purity of controlled substances, as the term "controlled substance," is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).
 - (5) Scales and balances used, intended for use, or designed for use in weighing or measuring controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).
 - (6) Diluents and adulterants, such as quinine hydrochloride, mannitol, mannite, dextrose and lactose used, intended for use or designed for use in cutting controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).
 - (7) Separation gins and sifters used, intended for use or designed for use in removing twigs and seeds from, or in otherwise cleaning or refining marijuana.
 - (8) Blenders, bowls, containers, spoons, and mixing devices used, intended for use, or designed for use in compounding controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).
 - (9) Capsules, balloons, envelopes, and other containers used, intended for use or designed for use in packaging small quantities of controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).
 - (10) Containers and other objects used, intended for use or designed for use in storing or concealing controlled substances, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).
 - (11) Hypodermic syringes, needles, and other objects used, intended for use or designed for use in parenterally injecting controlled substances into the human body, as the term "controlled substance" is defined in the Texas Controlled Substances Act (V.T.C.A., Health and Safety Code ch. 481).
 - (12) Objects used, intended for use, or designed for use in ingesting, inhaling, or otherwise introducing marijuana, cocaine, hashish, or hashish oil into the human body such as:
 - a. Metal, wooden, acrylic, glass, stone, plastic, or ceramic pipes, with or without screens, permanent screens, hashish heads or punctured metal bowls;
 - b. Water pipes;
 - c. Carburetion tubes and devices;
 - d. Smoking and carburetion masks;
 - e. Roach clips, meaning objects used to hold burning material, such as a marijuana cigarette, that has become too small or too short to be held in the hand;

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- f. Miniature cocaine spoons and cocaine vials;
 - g. Chamber pipes;
 - h. Electric pipes;
 - i. Air-driven pipes;
 - j. Chillums;
 - k. Bongs;
 - l. Ice pipes or chillers.
- (13) Wearing apparel containing obscene pictures or words; such apparel being T-shirts, belt buckles, jewelry or any other wearing apparel.
- (14) Salves, ointments, gels, creams, jellies, lotions and oils advertised for or designed as a sexual stimulus.
- (15) Magazines, books, records, cassettes, pictures, drawings and other similar material depicting and describing sexual conduct in a manner that is designed for adult use and consumption.
- (16) Incense.

Stable, private. A building designed for the keeping of horses or mules owned by the occupants of the premises and not kept for remuneration, hire, or sale; for not more than one horse or mule for each 36,000 square feet of lot area.

Stable, riding. A building designed for the keeping of horses or mules used for pleasure riding or driving, for boarding, or for hire including a riding track.

Stockyard. An area designed to receive and transfer large quantities of livestock, containing a number of holding pens, loading and unloading areas, ramps, and other facilities required for the handling of large quantities of livestock.

Studio. A facility for professional work or teaching of any form of commercial or fine arts, photography, music, drama, dance, but not including commercial gymnasium or dance hall.

Swimming pool, commercial. A swimming pool accessory facility, not part of the municipal or public recreational system, and not a private swim club, but where the facilities are available to the general public for a fee.

Swimming pool, private residential. A swimming pool accessory facility constructed for the exclusive use of the proprietor, when located in other than the minimum front yard, subject to the regulations of section 115-85(b), Conditions and regulations for listed uses.

Tattoo parlor. An establishment where trained personnel apply micro-injections of pigment to the dermal layer of skin. Not including establishments that provide permanent cosmetic make-up application.

Telephone exchange, switching or relay facility. A facility for the exchange, switching, relaying, or transmission of telephone services. Not including public business facilities, storage, or repair facilities.

Theater, indoor motion picture. An establishment offering motion pictures for viewing by the public.

Trailer, manufactured or industrialized home sales or rental. An area devoted to outside sales or rental of travel trailers, HUD-code manufactured homes, or industrialized housing. Rental for off-premises use only.

Trailer park for travel trailers. A lot of land upon which two or more travel trailers or recreational vehicle sites are located, established, or maintained for occupancy by travel trailers or recreational vehicles of the general public as temporary living quarters for recreation or vacation purposes.

Travel bureau or consultant. An office that serves as a broker for airlines, trains or other transportation and lodging organizations and provides these services to the patron.

Utility buildings and structures. Power substations, water tanks or reservoirs, water or sewage treatment plant, including supportive structures such as pump and lift stations.

Veterinarian hospital (with outside pens). The office and clinic of a doctor of veterinary medicine, including outside treatment pens, and the boarding of animals on a temporary basis.

Veterinarian hospital (without outside pens). The office and clinic of a doctor of veterinary medicine for small domestic animal practice, which may include facilities for the temporary treatment or boarding of small animals but does not include outside treatment pens.

Veterinarian office only. The offices of a doctor of veterinary medicine with limited on-site treatment of small domestic animals.

Video/game rental store. A commercial establishment that provides as a service a library of video movies and video games which may be rented on a short-term basis and returned for reuse.

Warehouse showroom with retail sales. A sales and office facility for a product that by nature of the bulk dimensions of the product requires a larger than normal storage area ratio of sales to office area to maintain a normal operating product inventory. All activities and storage shall be totally within an enclosed building, and no manufacturing, fabrication, or assembly operation shall be conducted in any part of the unit except for articles to be sold at retail on the premises.

Warehousing and freight offices and storage. A use engaged in storage, wholesale, and distribution of manufactured products, supplies, and equipment, but excluding bulk storage of materials that are flammable or explosive or that create hazardous or commonly recognized offensive conditions.

Watch and/or jewelry sales and repair. An establishment offering repair services for jewelry, watches and other similar items.

Welding or machine shop. A facility for the machining or welding of metals, not including forging.

Wholesale club with membership sales. An establishment engaged in the warehousing, storage, and wholesaling of a general line of goods, which sells memberships in order for consumers to purchase items at wholesale prices.

(Code 2001, § 14.106; Code 2010, § 14.01.006; Ord. No. 1565, § I, 7-28-2014; Ord. No. 1599, §§ I, II(Exh.A), 8-17-2015; Ord. No. 1600, § I(Exh. A), 8-17-2015; Ord. No. 1648, § I(Exh. A), 10-16-2017)

Sec. 115-85 Permitted use table.

- (a) *Permitted use table legend.* The following table presents the zoning district classifications and the permitted uses within those classifications. Uses are listed in accordance with permitted uses (P), uses permitted by a specific use permit (S), uses permitted by special exception (SE), and prohibited uses (blank). Conditions are provided in this section. Conditions and special regulations are for listed uses.
- (b) Any land use located in the table below that predates zoning ordinance changes shall then be considered legal nonconforming per article II, administration and enforcement. Specific to section 115-31, nonconformities.

Permitted use	P
Prohibited use	(blank)
Special exception	SE
Specific use	S

Land Use	SFA	SF6	D	MF	MH	LB	GB	C	I	CF	GU	Special Conditions
Accessory building (business)						P	P	P		P		
Accessory building (industrial)									P			
Accessory building (residential)	P	P	P	P	P							
Amusement center (indoor)							S	S				2, 5, 7, 11, 16
Amusement center (outdoor)								S				2, 5, 7, 12, 14, 15
Amusement center teen club						S	P	P				2, 5, 7
Amusement center with alcohol								S				1, 5, 7
Amusement park								S	S			1, 3, 5, 7, 12, 14, 15
Animal grooming						S	P	P				2, 7, 17, 24
Animal hospitals and clinics (care and temporary boarding)								P	P			5, 7, 15
Antique shop						P	P	P				5, 7
Apparel alteration and repair shop						P	P	P				5, 7
Appliance repair (household)						S	P	P				5, 7
Art gallery						P	P	P				5, 7
Asphalt or concrete batching plant (permanent)												2, 3
Asphalt or concrete batching plant (temporary)									S			2, 7
Assembly hall							P	P		P		
Assembly plant									P			5, 7, 14, 15, 18

Auto parking lot (cars and pickup trucks only)						P	P	P	P	P	P	
Auto tire and battery retail							S	P				2, 5, 7, 14
Auto auction								S	S			2, 5, 7, 14, 18, 19, 20, 22
Auto, carwash						S	S					2, 5, 7, 11
Auto, gasoline or motor fuel sales with or without a convenience store						S	S	S	S			2, 5, 7, 11, 14, 16, 18, 20, 21, 22
Auto, impound lot/wrecker business									S			2, 3, 5, 8, 18, 22
Auto, paint and body shop								S	S			2, 5, 7, 14, 18, 20, 21, 22
Auto, parts and accessory stores						P	P	P				2, 5, 7, 11, 14, 20, 22
Auto, rental (car and truck)							S	S	S			2, 5, 7, 14, 18, 21
Auto, repair garage							S	S	S			1, 5, 7, 14, 18, 20, 21, 22
Auto, sales new (outdoor)							S	S				1, 5, 7, 12, 14, 18, 19, 20, 21, 22
Auto, service station/restaurant						P	P	P	P			2, 5, 7, 11, 22
Aviation field									SE			
Bakery or candy wholesale								S	P			2, 5, 7, 11, 15, 22
Bakery or confectionery, industrial									S			2, 5, 7, 11, 15, 22
Bank, savings and loan association, financial institutions						P	P	P				5, 7
Bar, tavern, or nightclub							S	S	S			1, 3, 5, 7, 15
Beauty/barber or other personal shop						P	P	P				5, 7
Bed and breakfast (nonresidential district)						S	P	P				2, 5, 7, 14, 29
Bed and breakfast (residential district)	S	S	S	S	S							1, 5, 7, 14, 29
Boarding or lodging house				S			P	P				2, 5, 7, 14, 36, 37
Brick kiln or tile plant									S			1, 5, 7, 14, 15, 18
Building materials manufacturing									S			2, 5, 7, 14, 15, 18
Building materials sales							S	P	P			2, 5, 7, 12, 14, 15, 18
Bus station, terminal								P	P			1, 5, 7, 14

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Cabinet and upholstery shop							S	P	S			2, 5, 7
Caretaker's or guard's residence	S	S	S	S	S	S	S	S	S	S		
Carpet cleaning establishment									P			1, 5, 7, 14
Cement or hydrated lime plant												2, 5, 7, 14, 15
Cemetery or mausoleum	SE	SE	SE	SE	SE	SE	SE	SE	SE	SE	SE	1
Chemical laboratory									S			2, 5, 7, 14
Clinic						S	P	P	P			2, 5, 7
Clothing store/resale, secondhand, thrift							S	P				2, 5, 7, 14, 22
Community center										S	P	2, 5, 7
Contractor, electrical/mechanical/plumbing (no outside storage)							P	P	P			5, 7, 11
Contractor, electrical/mechanical/plumbing (outside storage)							S	S	P			2, 5, 7, 12
Contractor's storage or equipment yard								S	P			2, 5, 7, 12
Copy shop						S	P	P				2, 5, 7
Correctional facilities (including pre-parole centers)											S	2, 3, 5, 7
Dance hall							S	S				2, 5, 7
Day care center, adult	S	S	S	S	S	P	P	P		S		2, 5, 7
Day care center, child	S	S	S	S	S	P	P	P		S		2, 5, 7
Day care, in the home	S	S	S	S	S	P	P	P				13
Department store						P	P	P				5, 7, 11
Dwelling assisted living facility						S	S	P				2, 5, 7
Dwelling caretaker or guard residence									S			1
Dwelling, four-family	S											1, 7, 8, 11, 16, 30, 31, 32, 33
Dwelling, HUD-code manufactured home					P							
Dwelling, industrialized housing	P	P	P	P	P							
Dwelling, mobile home												
Dwelling, multifamily				P								
Dwelling, single-family attached			P									
Dwelling, single-family detached	P	P	P	P	P							
Dwelling, three-family												
Dwelling, two-family			P									
Electrical generating station											P	8
Electrical substation	P	P	P	P	P	P	P	P	P	P	P	8
Electrical transmission line	P	P	P	P	P	P	P	P	P	P	P	
Electronics manufacturing									P			5, 7, 14, 15, 18
Equipment/tool rental						S	S	P	P			2, 5, 7, 12, 14

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Farm, truck garden, orchard or nursery								S	S			2, 5, 7
Frozen food lockers/ice lockers								S	P			2, 5, 7
Funeral home/mortuary						P	P	P		S		2, 5, 7
Furniture or appliance store						S	P	P				5, 7
Garage, parking						P	P	P		S		5, 7
Garage, private	P	P	P	P	P	P	P	P	P			
Garage, public						S	P	P	P	S		2, 5, 7
Golf course, driving range							S	P	P			2, 5
Golf course, miniature golf						S	P	P				2
Golf course, private	S	S	S					P	P	S		2
Golf course, public	S	S	S					P	P	P		2
Greenhouse or plant nursery							S	P	P			2, 5, 7
Grocery store						P	P	P				5, 7, 11, 15, 16
Group home for the disabled	S	S	S	S	S	P	P	P		S		2
Gymnasium						S	S	P	S			2, 5, 7
Halfway house										S		2, 3
Health club/recreation facility						S	P	P				2, 5, 7
Health service facility (outpatient)						S	P	P				2, 5, 7
Heliports								S	P	S		2, 5, 7
Helistop						S	S	S	P	S		2, 5, 7
Hobby shop						P	P	P				5, 7
Hobby studio, private	P	P	P	P	P	P	P	P				5, 7
Home occupation	P	P	P	P	P	P						28
Home school	P	P	P	P	P							
Hotel, apartment						S	P	P				2
Hotel, motel							P	P				2, 5, 7
Junkyard or salvage yard												
Kennel									P			5, 7, 10, 17, 23
Laboratory, medical and/or dental								P	P			5, 7, 14, 15
Laundry cleaning plant									P			5, 7, 14, 15
Laundry, cleaners, self-service						S	P	P				2, 5, 7
Laundry/cleaners, full-service						S	P	P				2, 5, 7
Library										S	P	2, 5, 7
Liquor Store (Packaged)							S	S				1,5,7,38,39,40,
Lithography or print shop								S				2, 5, 7
Lodge, fraternity, sorority, clubs						S	P	P	S	S		2, 5, 7
Lumber yard								S	P			1, 5, 7, 14
Machinery sales or repair (heavy)								S	P			2, 5, 7, 12, 18, 22
Manufactured home park					P							
Manufacturing facility (heavy)									S			2, 5, 7, 18, 22
Manufacturing facility (light)								S	P			2, 5, 7, 18, 22

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Massage establishment							S	S	S			1, 5, 7
Medical care facility, hospital							P	P		S		2, 5, 7, 14, 15
Medical care facility, nursing and care homes						P	P	P		S		2, 5, 7, 14, 15
Medical equipment sales, rental and leasing						S	P	P				2, 5, 7
Mini-warehouse facility								S	P			1, 5, 8, 11, 14
Mobile food vendor court						S	P	P				2
Museum, fine arts center, or art gallery						P	P	P		S	P	
Office, business						P	P	P				5, 7
Office, professional						P	P	P				5, 7
Office, real estate development tract or field office	S	S	S	S	S	P	P	P	P			5, 7
Oil field service business								S	P			2, 5, 7, 14, 15
Park, public	P	P	P	P	P	P	P	P	P	P	P	
Pawnshop							S	P				2, 5, 7
Payday loan business												35
Pet shop							P	P				5, 7
Pharmaceutical plant									S			5, 7, 14, 22
Pharmacy						P	P	P				5, 7
Photographic print shop						P	P	P				5, 7
Plastic products manufacturer									S			2, 5, 7, 14, 22
Portable type storage containers						P	P	P				
Printing/publishing plant								S	P			1, 5, 7, 14
Private club						S	S	P	S			2, 5, 7
Public safety facility, fire and police	S	S	S	S	S	S	S	S	S	S	P	
Radio, television studio						S	P	P				2, 5, 7
Radio, television, microwave broadcast, relay/receiving towers, transmission	P	P	P	P	P	P	P	P	P			26
Recreational vehicle storage (commercial)						S	P	P	S			2, 5, 7, 14
Recycling collection center								S	P	S	P	2, 5, 7
Recycling plant									S			2, 5, 7, 14, 22
Rehabilitation care facility (criminal-psychiatric-mental-substance abuse)												2, 3, 5, 7
Rehabilitation care facility (psychiatric and mental disorders)							S	P	P			2, 3, 5, 7
Rehabilitation care facility (substance abuse)								S	S			2, 3, 5, 7
Religious institutions	P	P	P	P	P	P	P	P	P	P	P	2, 5, 7
Rental store (no outside storage)						P	P	P				5, 7, 11, 24

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Rental yard (commercial and heavy equipment)								S	S			2, 5, 7, 18, 22
Rental yard (domestic goods with outside storage)							S	P	S			2, 5, 7, 11
Repair shop (bicycle and small appliance)						P	P	P	P			2, 5, 7
Restaurant (drive-in or drive-thru)						S	S	S	S			2, 5, 7, 16
Restaurant (including cafe, lunch room, tea room)						P	P	P	P			2, 5, 7, 16
Restaurant, refreshment stand (temporary or seasonal)						S	P	P	S			2, 5, 7, 16
Restaurants with alcohol						P	P	P	P			2, 5, 7, 16
Retail						P	P	P				2, 5, 7, 11, 16
Rodeo grounds, fairgrounds										S		2
School						S	S	S	S	P		2, 5, 7, 16
School, business college						S	P	P		P		2, 5, 7
School, college or university						S	S	S		P		2, 5, 7
School, commercial trade						S	P	P				2, 5, 7
School, home	P	P	P	P	P							
School, home day	P	P	P	P	P							
School, institutions rehabilitation and training center (private)							S	P	P		S	2, 5, 7
Servants' quarters	S	S	S		S							2
Shoe repair						P	P	P				5, 7
Specialty and novelty establishment												
Stable, private	S	S				S	S	S	S			2, 5, 6, 7
Stable, riding								S	S			2, 5, 6, 7
Stockyards												2
Studio						P	P	P				5, 7
Swimming pool, commercial							P	P				1, 5, 7, 26
Swimming pool, private, residential	P	P	P	P	P							26
Tattoo parlor								S				2, 3, 5, 7
Telephone exchange switching or relay facility	P	P	P	P	P	P	P	P	P	P	P	
Temporary and portable type accessory buildings						S	S	S	S	S	S	
Theater, indoor motion picture							P	P				5, 7
Trailer park for travel trailers								S	S			2, 5, 7, 14
Trailer, manufactured or industrialized home sales/rental								S	P			2, 5, 7, 12
Travel bureau or consultant						P	P	P				5, 7
Utility building and structures	S	S	S	S	S	S	S	S	S	P	P	2, 5, 7

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Veterinarian hospital (with outside pens)									S			5, 7, 10, 23
Veterinarian hospital (without outside pens)							S	S	P			2, 5, 7
Veterinarian office only						P	P	P	P			5, 7
Video/game rental store						P	P	P				5, 7
Warehouse showroom with retail sales								S	P			2, 5, 7, 14
Warehousing and freight offices and storage								S	P			2, 5, 7, 11, 14, 22
Welding or machine shop								S	P			5, 7, 12, 20
Wholesale club with membership sales												1, 5, 7, 14

- (c) *Conditions and special regulations for listed uses.* The following describe conditions and special regulations for uses listed in the permitted use table. Additional requirements may be added to these listed herein by the planning and zoning commission and city council as deemed necessary to protect the health, safety, and general welfare of the citizens of the city. No construction or occupancy shall commence for any permitted use until the conditions herein stated or required by the planning and zoning commission have been met.
- (1) Site plan. A site plan will be required in accordance with section 115-115, Site plan requirements.
 - (2) A site plan in accordance with section 115-115, Site plan requirements, will only be required in districts which require a specific use permit.
 - (3) May not be located within 300 feet of any property zoned for a residential use or any property which is occupied by a church, public school, day care, or nursing home. The measurement of distance shall be measured as a radius from the edge of the property line.
 - (4) Permitted on a temporary basis only.
 - (5) All outdoor lighting, including parking lot lighting, shall be directional away from any property zoned or developed for residential uses.
 - (6) Any proposed stable or barn must be set back 150 feet from the property line. Only animals permitted within the corporate limits by the city Code will be permitted on-site.
 - (7) Must provide screening and/or landscaping consisting of fences/walls, beams [berms], or a combination of such from any abutting residentially zoned property.
 - (8) Must provide screening and/or landscaping along the perimeter of the property containing the use.
 - (9) Must meet the requirements of chapter 22, article X, Sexually Oriented Businesses.
 - (10) Pens, outdoor kennels, or animal runs must be located 150 feet from any residentially zoned property.
 - (11) No outside storage permitted.
 - (12) All outside storage areas shall be screened with either landscaping, fences/walls, beams [berms] or a combination thereof.
 - (13) A copy of the state certification of licensing or registration as described in human resources code § 42.052 must be provided to the city.
 - (14) Parking areas shall be designed such that vehicles do not face any residentially used street.
 - (15) Dumpster and loading areas shall not be located in areas adjacent to any abutting residential property.

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- (16) No trash dumpster shall be located within 50 feet of a residentially zoned property.
 - (17) No veterinary services shall be permitted.
 - (18) Such incidental parts, maintenance, and repair facilities shall be completely located within an enclosed building.
 - (19) Must only be used for the display and sale of automobiles that are in condition to be driven on or off the lot.
 - (20) Shall not be used for the storage of wrecked vehicles, or the dismantling of vehicles or the storage of vehicle parts.
 - (21) All vehicles being stored for repair shall be screened from all public rights-of-way.
 - (22) No semi-trailer truck or tractor parking will be allowed adjacent to any residentially zoned property.
 - (23) No outdoor boarding of animals may be permitted if adjacent to residentially zoned property.
 - (24) No outdoor exercise areas, runs, or holding pens may be located within 50 feet of any residentially zoned property.
 - (25) All equipment shall be stored and displayed on a hard, all-weather surface.
 - (26) Antenna and towers shall be permitted and regulated in accordance with section 115-116, antenna facilities. Special exception may be granted for sites not meeting the requirements of section 115-116.
 - (27) Swimming pools. It is the purpose of these provisions to recognize outdoor swimming pools as a potential attractive nuisance and to promote the public safety and enjoyment of property rights by establishing rules and regulations governing the location and improvement of swimming pools whether privately, publicly or commercially owned or operated.
 - a. Permits and approvals. No swimming pool shall be constructed or used until a swimming pool building permit and certificate of occupancy have been issued therefor. No building permit and no final certificate of occupancy shall be issued unless the proposed sanitary facilities and water supply will comply with applicable local and state health department regulations.
 - b. Requirements. A swimming pool may be constructed and operated in conjunction with any permitted use or special use when:
 - 1. The pool is not located in any minimum yard space.
 - 2. A wall or fence, not less than six feet in height, with self-latching gates at all entrances, shall completely enclose either the pool area or the surrounding yard area, and such wall or fence shall not be located in a front yard.
 - 3. All lighting of the pool is shielded or directed to face away from adjoining residences. If lights are not individually shielded, they shall be so placed, or the enclosing wall or fence shall be so designed, that direct rays from the lights shall not be visible from adjacent properties.
 - 4. No broadcasting system is used for the purpose of advertising the operation of the pool or for the attraction of persons to the premises. This shall not prevent a public address system necessary or useful to the supervision of the pool and the safety of swimmers.
 - (28) Home occupations. In connection with the operation of a dwelling, any use permitted as a home occupation may be operated subject to compliance with the following conditions:
 - a. Is operated in its entirety within the dwelling unit and only by the person maintaining a dwelling therein.

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- b. Does not have a separate entrance from outside the building.
 - c. Does not display or create outside of the building or structure any external evidence of the operation of the home occupation, including, but not limited to any display or visible evidence of such home occupation from the garage area of the home or structure.
 - d. Does not have any employee or regular assistant not residing in the dwelling unit in which the home occupation is operated or maintained. Additionally, in no event shall employees or associates of a residential business or occupation meet at the residence for purposes of performing a dispatch function in connection with the home occupation.
 - e. No traffic shall be generated by such home occupation in a greater volume than would normally exist in a residential neighborhood. Any need for parking generated by the home occupation shall be satisfied with off-street parking and shall not result in more than two customer vehicles at any one time (other than residents) and parking in a required front yard is expressly prohibited.
 - f. Commercial delivery service shall not deliver goods or products to the home more than four times per month. Commercial delivery service shall be limited to vehicles which do not exceed 14,000 pounds and have two axles.
 - g. No equipment, process or work shall be used or conducted in such home occupation which creates noise, vibration, glare, fumes, odors, or electrical interference detectable to the normal senses off the lot. In case of electrical interference, no equipment, process or work shall be used or conducted which creates visual or audible interference in any radio or television receivers off the premises, or causes fluctuations in line voltage off the premises.
 - h. No outdoor storage of any type shall be permitted with any home occupation.

(29) Bed and breakfast.

- a. The operation of a bed and breakfast as defined in this section shall be subject to compliance at all times with the following:
 - 1. Off-street parking on the property shall be provided on the basis of two spaces for the facility plus one space for each guest bedroom. Such off-street parking shall be located behind the front building line of the structure and shall be screened from public view; however, if the bed and breakfast facility is located in a nonresidential zoned district, screening shall be required only on the property lines that immediately abut any residentially zoned property.
 - 2. Where a bed and breakfast facility is located in a district zoned residential, the total guest bedroom area of the structure shall not exceed 50 percent of the total floor area of the dwelling.
 - 3. There shall be no clear and present danger as to fire and fire safety. Smoke detectors shall be placed in each individual bedroom which is offered for public use and smoke detectors shall also be placed in any hallway adjacent thereto.
 - 4. The plumbing and electrical systems in the structure shall be in compliance with the applicable codes of the city.
 - 5. Where a bed and breakfast facility is located in a district zoned residential, no sign shall be on any portion of the property, except a sign not exceeding one-half square feet in area indicating the address, and if desired, the name of the occupant or the establishment.
 - 6. No guest may stay at the premises for more than 15 consecutive days.

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- b. Annual inspections shall be required for each bed and breakfast facility to ensure ongoing compliance with the requirements of this Section.
 - c. If the actual authorized special exception use ceases for any reason, including storm, fire or other casualty, and such non-use continues for a period of six consecutive months, the special exception use shall automatically expire for non-use. Non-use, for the purpose of bed and breakfast facilities, shall be defined as two consecutive quarterly reports which indicate that no tax has been collected for two consecutive quarters on said bed and breakfast facility, or any other evidence which indicates that the bed and breakfast has not operated as a bed and breakfast for six consecutive months.
- (30) Zero lot line dwelling district shall require a two-car enclosed garage for each individual dwelling.
 - (31) Zero lot line dwelling district shall require a minimum floor space of 1,500 square feet per residential unit.
 - (32) Where a four-family dwelling zero lot line town home concept has four contiguous tracts/structures, access for purposes of landscape and maintenance to the rear yard of the two interior tracts/structures shall be by virtue of an access easement across the rear yard of each of the two exterior tracts/structures. Conveyance of interests in said zero lot line town home tracts/structures shall include access easements for purposes of landscape and maintenance in the conveyance instrument. The two exterior tracts/structures must provide for access to the rear yard of the tract/structure for landscape and maintenance purposes.
 - (33) Zero lot line dwelling districts shall require dedication to the city of park property equivalent to one-tenth of the total square footage of the development.
 - (34) May only be assembled on public school property or on city property for local, state, or national government purposes.
 - (35) May not be located within 1,000 feet of any other payday loan business or within 200 feet of any property used primarily for a single-family residence, a two-family residence, a town home, or an apartment building. The separation distances shall be measured from or to the outer wall of the payday loan business, and from or to the property line of the property containing the residential use.
 - (36) Boarding or lodging houses shall require off-street parking at a rate of one space for each tenant and one space for the manager (on site).
 - (37) Boarding or lodging houses shall meet all fire safety regulations including, but not limited to, fire alarm detection systems, fire suppression systems, egress illumination, commercial (Type 1) hood systems, emergency escape and rescue openings and a Knox box system.
 - (38) Liquor Stores (Packaged) shall only be permitted along the Denton Highway and Rufe Snow Drive Corridors, shall be limited to no more than one (1) location on each corridor, and shall have at least one drive approach facing the Denton Highway or Rufe Snow Drive Corridor.
 - (39) Separation. - Liquor Stores (Packaged) shall not be permitted within 2,000 feet of a Public School or 1,500 feet of a Public Park.
 - (40) Liquor Stores (Packaged) shall require a minimum floor area of 3,000 square feet along the Denton Highway corridor and 3,000 square feet along the Rufe Snow Drive Corridor.
- (d) *Classification of new and unlisted uses.* It is generally recognized that new types of land uses will develop, and forms of land use not anticipated may request to locate in the city. In order to provide for such changes and contingencies, a determination as to the appropriate classification of any new or unlisted form of land use shall be made as follows:

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- (1) The building official shall refer the question concerning any new or unlisted use to the planning and zoning commission requesting an interpretation as to the zoning classification into which such use should be placed. The referral of the use interpretation question shall be accompanied by a statement of the facts listing the nature of the use and whether it involves dwelling activity, sales, processing, type of product, storage, and amount and nature thereof, enclosed or open storage, anticipated employment, and amount of noise, odor, fumes, dust, toxic material and vibration likely to be generated.
 - (2) The planning and zoning commission shall consider the nature and described performance of the proposed use and its compatibility with the uses permitted in the various districts and determine the zoning district within which such use should be permitted.
 - (3) The planning and zoning commission shall transmit its findings and recommendations to the city council as to the classification proposed for any new or unlisted use. The city council shall, by ordinance, adopt the recommendations of the planning and zoning commission, in accordance with section 115-35(c), or make such determination concerning the classification of such use as is determined appropriate.

(Code 2001, § 14.201; Code 2010, § 14.02.001; Ord. No. 1565, § II, 7-28-2014; Ord. No. 1599, § III(Exh. A), 8-17-2015; Ord. No. 1600, § I(Exh. A), 8-17-2015; Ord. No. 1604, § I(Exh. A), 9-8-2015; Ord. No. 1648, § II(Exh. B), 10-16-2017; Ord. No. 1680, § I, 10-22-2018; Ord. No. 1712, § II, 6-10-2019)

DeChambeau tied with Cantlay after 3 rounds at BMW

BY DOUG FERGUSON
Associated Press

OWINGS MILLS, MD.

Baltimore delivered a big crowd for its first PGA Tour stop in nearly 60 years, and Bryson DeChambeau delivered a big dose of entertainment.

That covered a lot of territory. DeChambeau had back-to-back eagles with sheer strength and a remarkable touch with the putter. And then he had consecutive holes with shots into the water that cost him a four-shot lead.

"It was definitely colorful," DeChambeau said.

He had to settle for a share of the lead with Patrick Cantlay, whose classic style and unwavering patience in the wake of DeChambeau's wild ride worked equally well.

So crazy was this action that DeChambeau wobbled from a one-shot deficit to a three-shot lead in the span of two holes with his long eagle putts, only for Cantlay to go from a four-shot deficit to a one-shot lead in two holes on the



TERENCE WILLIAMS AP

Bryson DeChambeau and spectators watch his shot from the rough on the eighth hole during the third round of the BMW Championship on Saturday at Caves Valley Golf Club in Owings Mills, Md.

back nine with his birdies and DeChambeau's blunders.

DeChambeau steadied himself over the final three holes for a 5-under 67. Cantlay didn't drop a shot until the final hole when he drove into deep rough and an 8-foot par putt caught the left side of the hole. His lone bogey gave him a 66.

"It was another day on an easy, soft golf course, so you needed to make a bunch of birdies. I thought I played really well, all in

all. I didn't make too many mistakes," he said. "I thought it was a good day and I'm in a good spot for tomorrow."

They were at 21-under 195, and Sunday had the trappings of a two-man race.

Sungie 1m birdied his last two holes for a 66 and was three shots behind. The group four shots back included Rory McIlroy, who had a bogey-free 65 and only made up two shots on the lead.

Crisp-hitting Abraham

Ancor of Mexico (66), Sam Burns (65) and Sergio Garcia (67) also were in the group four shots behind.

The biggest disappointment belonged to Jon Rahm, the world's No. 1 player, who had three bogeys and no birdies over the last six holes and shot 70.

He fell five shots behind. That's not typically a massive deficit, it just seems like one on a course where birdies are available to everyone at any time.

Rahm was doing his best to keep up, three shots behind, when he missed the 13th green to the left for bogey, missed the fairway to the right on the 14th for another bogey and had to settle for par on the par-5 16th. He closed with a bogey from the fairway bunker.

On this course, on this day, Rahm almost losing ground quickly.

Then again, momentum and position changed without notice. Cantlay was one shot ahead early with an eagle on the par-5 second hole – DeChambeau's shot into the green hit a sprinkler pin-high in the collar and shot over the green into shaggy grass in a hazard that led to par – and matching birdies into the par-3 third.

All it took was two holes for Cantlay to fall three behind without doing anything wrong.

This was all about DeChambeau, who charged up the sun-baked gallery with a 25-foot eagle putt on the par-5 fourth hole and then drove onto the front of the green on the 322-yard fifth and made a 55-foot putt that looked good when it was halfway to the hole.

At that point, it looked like a runaway on a Caves Valley course suited perfectly to him with soft conditions and wide fairways. Even the errant shots turned out well.

He hit one drive so far left down the hill at No. 8 that DeChambeau had to walk some 30 yards back to the fairway because he couldn't find a sprinkler with a yardage on it. He hit that to 30 feet and made the birdie, stretching his lead to four shots.

And then it all changed. The mud on his ball contributed to a wild shot to the right and into the water, turning certain birdie on the par-5 12th into bogey and a two-shot swing when Cantlay got up-and-down from just off the green for birdie.

DeChambeau's tee shot on the par-3 13th found the water, which led to double bogey and a three-

shot swing when Cantlay holed a 35-foot birdie putt. DeChambeau was mostly concerned about some of his wild tee shots, even the ones that didn't cost him. Something went awry on No. 7, and he went in search of answers on the practice range after the round.

"If I can get that straightened out like I did the first few days and off the tee the first couple holes today, I'll give myself a great chance again," he said.

Sunday has more than just the trophy at stake. The top 30 in the FedEx Cup advance to the final event at the Tour Championship next week. Garcia was poised to move into the top 30 with Hudson Swafford and Erik van Rooyen among those lurking.

Patrick Reed was home in Houston recovering from bilateral pneumonia. He needed a lot of go right to stay in the top 30 and has a more reasonable chance than at the start of the week.

As for the Ryder Cup, Tony Finni and Xander Schauffele dropped out of the top 30 at Caves Valley, and Cantlay could grab the sixth and final automatic spot only if he were to win.

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Legals

Rickotts Pad

Notice is hereby given that, acting under and pursuant to the Ordinance of the City of Fort Worth, on the 15th day of September, TSP Barnett USA, LLC will file with the Gas Well Inspector of the City of Fort Worth, an application to drill, complete and operate one or more wells on the Rickotts Pad, 7458 Mosier View Court, to obtain information regarding this proposed well, or general questions concerning Gas Well Drilling in Fort Worth, please visit www.fortworthgov.org/gaswells or call 817-392-2851. JPL0038756 Aug 30-Sep 3,5-9 2021

Spencer TRT Pad

Notice is hereby given that, acting under and pursuant to the Ordinance of the City of Fort Worth, on the 15th day of September, TSP Barnett USA, LLC will file with the Gas Well Inspector of the City of Fort Worth, an application to drill, complete and operate one or more wells on the Poly, B.V. Hawk TRT, and Volunteer leases located at approximately 7603 Trinity Boulevard, to obtain information regarding this proposed well, or general questions concerning Gas Well Drilling in Fort Worth, please visit www.fortworthgov.org/gaswells or call 817-392-2851. JPL0038756 Aug 30-Sep 3,5-9 2021

Request for Competitive Sealed Proposals

TURNER WARNELL RD MEDIAN IRIGATION
City of Mansfield, Texas
Bid Number – 2021-23-01-02
Closing 3:00pm – Sept 6, 2021
It is the intention of the City of Mansfield to receive competitive sealed proposals from interested and qualified construction service firms with experience in the waterpark construction industry to construct the TURNER WARNELL RD MEDIAN IRIGATION.
The proposed scope of work will include but is not limited to:
– Demolition of turf and planting beds as shown on plans
– Grading for plantings
– Install irrigation for new plantings
– Install chopped Millstone seal
– Execution of all specified hard-scape amenities including paving, drainage, signage, fencing both iron and soil rail, walls/columns/screening walls, landscape planting, irrigation, and park amenities.
The project plans and specifications packet containing the full scope of work plans may be viewed or downloaded at CIVICUSAUSA.com, viewed or picked up at the Parks and Recreation Administration Building, 1164 Matlock Road, Mansfield Texas 76063 upon request. Please contact Chris Ray, Park Planner at 817-728-3393, or chrisr@mansfieldtexas.gov for questions regarding pick-up. A final contract will be negotiated with the selected offeror.
The City will evaluate proposals and select the proposal that offers the best value for the City based on: (1) the selection criteria and the weighted value for the criteria; and (2) the City's ranking evaluation.
Three (3) 8 1/2" x 11" bound copies and one unbound, signed original of the proposal shall be submitted in sealed envelopes and clearly marked "Turner Warnell Rd Median Irrigation" to be received on Thursday September 9, 2021 not later than 3:00 pm, Attn: Susana Merin, City Secretary 1200 E. Broad Street, Mansfield TX 76063.
Opening of proposals will begin on five minutes after the proposal closing time in the City Hall multipurpose room, 1200 E. Broad St. Mansfield, TX 76063.
Schedule:
8/23/2021 First Ad Placed In Local Newspaper & CivicUSAUSA.com
9/30/2021 Second Ad Placed In Local Newspaper
9/30/2021 3:00pm Proposals Due – 3:05pm Opening Proposals
For questions concerning the preparation of your submission for the Request for Competitive Sealed Proposals, please contact Chris Ray, Park Planner at 817-728-3393, or chrisr@mansfieldtexas.gov or call 817-728-3393. JPL0037517 Aug 23,30 2021

NOTICE REQUEST FOR PROPOSALS ATTORNEY SERVICES

The City is soliciting Request for Proposals (RFP) from experienced and qualified professional legal firms or individuals willing to serve in the capacity of City attorney and WEDC attorney on an as-will contractual basis. The City seeks an attorney who will provide clear, understandable, and independent legal advice. The firm/individual(s) must be qualified to provide expertise in the areas of, but not limited to, general municipal law, land use, personnel and labor relations, open meeting and conflict of interest laws, municipal Type B corporation and economic development law as well as and other matters as they arise. Preference will be given to those who submit a demonstrated extensive experience in municipal law and economic development law. Successful attorney(s) shall possess sufficient resources to ensure demands for the City and WEDC's legal needs will be met in a timely manner. Questions regarding the Request for Proposals will be accepted until 2:00PM (CST), Friday, September 3, 2021. Proposals will be accepted until 4:00PM, Friday, September 3, 2021, in the City of Watauga Planning Department, 7105 Whitley Road, Watauga, Texas 76148. Proposals will not be accepted after the closing date and time. Proposals shall be sealed and clearly labeled on the front of the envelope or package. 4:00PM, Friday, September 3, 2021. The City reserves the right to reject any and/or all proposals and to waive any and all formalities. For further information contact: Dany Woodard at 817-514-5833. You may download Request for Proposals documents by way of: www.cityofwatauga.com. JPL0037985 Aug 23,30 2021

CITY OF BURLESON RFP 2021-026 BURLESON 457

Notice is hereby given that the City of Burleson is now calling for proposals for the administration of the City of Burleson's Voluntary 457 (b) plan for City employees. The deadline for submission is September 13, 2021 at 3:00 CST. Specifications and Contract Documents for this project shall be available for viewing and download in electronic PDF format at the City of Burleson website (<https://burlesoncity.bonfirehub.com/login>) at or on cost beginning August 23, 2021. Contractors and other interested parties must register as a vendor under the Purchasing Department tab to access the specifications and contract documents. Vendors are responsible for obtaining all addenda to the contract documents prior to the receipt time and acknowledging them at the time of bid receipt. Information regarding the status of documents may be obtained by contacting the Purchasing Manager at jschamhorst@burlesoncity.com. Bids that do not acknowledge all applicable addenda may be rejected as non-responsive. For additional information concerning this project, please contact Jodi Schamhorst at jschamhorst@burlesoncity.com. POSTED THIS 23rd day of August 2021, in the Burleson City Hall, 141 West 1st Street, Burleson, Texas. JPL0038045 Aug 23,30 2021

TSU FW Building #2 Info Session 9/1/21

Holder Construction is seeking competitive bid proposals from qualified subcontractors for the Tarrant State University Building #2 project. This project includes a 30% HUB participation goal. A Town Hall Info Session will be held on 9/1/21 from 3:30-5PM at 10850 Tean Rider Dr. Ft. Worth, TX 76236. For more information or to pre-qualify, contact Trevor Carey at tcarey@holder.com. JPL0038198 Aug 29-27-29-Sep 3 2021

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Public Notification

The City of Fort Worth's Transportation & Public Works Department, hereby gives notice of the city's intent to revise the flood hazard information, generally located between Keller Hills Road, Kenny Drive and Golden Triangle Boulevard. Specifically, the flood hazard information shall be revised along Tributary B to Big Bear Creek from a point approximately 200 feet downstream of Park Vista Boulevard to approximately 475 feet downstream of an existing pipeline. As a result of the revision, the 1% annual chance water-surface elevations shall increase and decrease, and the 1% annual chance floodplain shall widen and narrow within the area of revision. Maps and detailed analysis of the revision can be reviewed at the Transportation & Public Works Department at 200 Tean Street, Fort Worth, TX 76102. Interested persons may call Mr. Clair C. Davis, PE, CFM at (817) 392-2861 for additional information from Monday to Friday during normal business hours. JPL0038766 Aug 30 2021

LEGAL NOTICE

Notice is hereby given that the Halton City Planning & Zoning Commission will hold a public hearing on September 17, 2021 in the Council Chambers at 7:00PM at 5024 Broadway Avenue, Halton City, Texas to consider the following: P-015-21 Consider an action on the application of Tom Miller creating a Regulate Addition creating Lot 9-11 & 9-12, Block 3 Golden Gardens, being approximately 0.021 acres of land, locally known as 2516 Oakwood Terrace. Published on Monday, August 30, 2021, in the Star-Telegram, Legal Notice. P-015-21 Consider an action on the application of Travis Hasekwood for a conditional use permit in the "C-3" Commercial district to allow for automobile and light light repair shops located on approximately 0.453 acres of land, locally known as 3228 Friendship Lane. Notice is also hereby given that the City Council will hold a public hearing on September 27, 2021 in the Council Chambers at 6:00PM at 5024 Broadway Avenue, Halton City, Texas to consider the same above. Signed this 28th day of August, 2021. Art Camacho, City Secretary JPL0039047 Aug 30 2021

LEGAL NOTICE

Notice is hereby given that the Sign Board of Appeals for the City of Halton City, Texas will hold Public Hearings beginning at 5:30 pm, on September 14, 2021 in the City Council Chambers at City Hall, 5024 Broadway Avenue, Halton City, Texas. To consider the same above. Signed this 28th day of August, 2021. Art Camacho, City Secretary JPL0039047 Aug 30 2021

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NOTICE OF PUBLIC HEARINGS CITY COUNCIL

CITY HALL COUNCIL CHAMBER 7105 WHITLEY ROAD, WATAUGA, TEXAS 76148 SEPTEMBER 13, 2021 6:30 PM Notice is hereby given that a public hearing shall be held in the City of Watauga Council Chambers located at 7105 Whitley Road, Watauga, Texas 76148, on Wednesday, September 13, 2021 at 6:30 p.m. during the regular City Council meeting to consider action on a final report and hold a public hearing to receive comments for and against that report concerning a request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 238 of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton at 200 Tean Street, Fort Worth, TX 76102. Interested persons may call Mr. Clair C. Davis, PE, CFM at (817) 392-2861 for additional information from Monday to Friday during normal business hours. JPL0038766 Aug 30 2021

NOTICE OF PUBLIC HEARING WATAUGA CITY COUNCIL

CITY HALL COUNCIL CHAMBER 7105 WHITLEY ROAD, WATAUGA, TEXAS 76148 MONDAY, SEPTEMBER 13, 2021 6:30 PM Notice is hereby given that the Watauga City Council will hold a Public Hearing on the proposed changes to the City's user fees and charges on September 13, 2021, during the Council Meeting which begins at 6:30 p.m. in the Council Chambers at City Hall, 7105 Whitley Road, Watauga, Texas 76148. The City Council will consider the following: 1. A resolution to revise the user fees and charges to fees designed to recoup all or a portion of the costs associated with specific services to include Water and Wastewater charges, permits, inspection, building and development fees, parks and recreation fees, emergency management services (ambulance) fees, and other administrative fees. A detailed listing of these fees may be found on the City's website, www.cwotx.org. Signed this 28th day of August, 2021. Art Camacho, City Secretary JPL0039047 Aug 30 2021

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NOTICE OF PUBLIC HEARINGS PLANNING AND ZONING COMMISSION

CITY HALL COUNCIL CHAMBER 7105 WHITLEY ROAD, WATAUGA, TEXAS 76148 SEPTEMBER 15, 2021 6:30 PM Notice is hereby given that a public hearing to be held in the City of Watauga Council Chambers located at 7105 Whitley Road, Watauga, Texas 76148, on Wednesday, September 15, 2021 at 6:30 p.m. during the regular Planning and Zoning Commission meeting, for the purpose of hearing the following cases: P 21-02: Consider a preliminary report and hold a public hearing to hear comments for or against that report concerning a request for a re-zoned to allow for Runey Road Townhome Development, commonly known as 5900 Runey Road, Lots 1, 2 and 3, Block 1, Huffman Addition. The subject property is located on the south side of Runey Road east of Whitley Road and west of Indian Springs Road. Clarence Huffman, owner, David Washington Jr., applicant/agent. P 21-01: Consider a preliminary report and hold a public hearing to hear comments for or against that report concerning an amendment to the 2020 City of Watauga Comprehensive Plan Update and to discuss and receive recommendation from the (WEDC) Watauga Economic Development Corporation for amendment to the City of Watauga 2016 Comprehensive Plan with the newly proposed RTM classification to allow for drive-thru establishments. Published on Monday, August 30, 2021, in the Star-Telegram, Legal Notice. Signed this 28th day of August, 2021. Art Camacho, City Secretary JPL0039047 Aug 30 2021

NOTICE OF PUBLIC HEARING WATAUGA CITY COUNCIL

CITY HALL COUNCIL CHAMBER 7105 WHITLEY ROAD, WATAUGA, TEXAS 76148 MONDAY, SEPTEMBER 13, 2021 6:30 PM Notice is hereby given that the Watauga City Council will hold a Public Hearing on the proposed changes to the City's user fees and charges on September 13, 2021, during the Council Meeting which begins at 6:30 p.m. in the Council Chambers at City Hall, 7105 Whitley Road, Watauga, Texas 76148. The City Council will consider the following: 1. A resolution to revise the user fees and charges to fees designed to recoup all or a portion of the costs associated with specific services to include Water and Wastewater charges, permits, inspection, building and development fees, parks and recreation fees, emergency management services (ambulance) fees, and other administrative fees. A detailed listing of these fees may be found on the City's website, www.cwotx.org. Signed this 28th day of August, 2021. Art Camacho, City Secretary JPL0039047 Aug 30 2021

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FID	Owner_Name	Owner_Addr
0	DGN EQUITIES LP	PO BOX 52428
1	STANLEY, DAVID	8232 COURTNEY WAY
2	WELCH, ERIN	8236 COURTNEY WAY
3	GTY-GPM/EZ LEASING LLC	TWO JERICHO PLAZA STE 110
4	ELMORE, DAVE	6573 EMMA WAY
5	KHOKAR, FUAD	8228 COURTNEY WAY
6	CAMACHO-BISBY, VANESSA	8244 COURTNEY WAY
7	APONTE, RAFAEL A	8240 COURTNEY WAY
8	JIFFY LUBE INTERNATIONAL INC	PO BOX 4427
9	SOUTHWESTERN BELL	1010 PINE 9E-L-01
10	MCLENDON, MICHAEL	110 SAN JACINTO CT
11	ONCOR ELECTRIC DELIVERY CO LLC	PO BOX 139100
12	WORTHEY, JEANIE L	6568 OLD MILL CIR
13	BLOCK, ARNOLD H	2317 CLEARVIEW CT
14	IDHAK HOLDINGS LLC	4900 EXPOSITION WAY
15	MERANI INC	1512 REATA DR
16	LAVENDER, EDWARD	1511 LIVE OAK DR
17	VONGPRADITH, CHANTHASONE	6745 DRIFFIELD CIR W
18	TRUONG-NGUYEN ENTERPRISES	5900 DENTON HWY
19	RAE TEXAS GROUP LLC	1366 CLEAR CREEK DR
20	CHAPLIN, RICKEY LEE	6540 OLD MILL CIR
21	BEKISZ, JUDITH	6536 OLD MILL CIR
22	BARRIENTOS, VICTORIA	6532 OLD MILL CIR
23	WAGNER, DONNA	6208 SARAMAC DR
24	HALLE PROPERTIES LLC	20225 N SCOTTSDALE RD
25	SANDY ENTERPRISES INC	6704 VISTA TRL
26	BROWN, MIKE	6208 SARAMAC DR
27	ANTHONY, GARY TODD	5625 MAIN ST
28	WAGNER, DONNA	6208 SARAMAC DR
29	WILEMON, J KENNETH	322 S ADAMS ST
30	SCOTT, AUBREY	350 RIVER VIEW RD
31	ANAYA, RICARDO	5012 SAN JACINTO DR
32	AABC PLUMBING INC	5616 MAIN ST
33	PRELJVUKAJ, DZEVAT	837 KELLER PKWY
34	PRELJVUKAJ, DZEVAT	837 KELLER PKWY
35	CERVANTES MANAGEMENT GROUP LLC	9721 MERIBEE DR
36	ROSS, EVELYN B EST	8541 NEIL CT
37	ISHAK, ASHRAF Z	104 W LD LOCKETT RD
38	RASHA TRANSPORATION LLC	4909 NE 28TH ST
39	BEATY, WALTER	6025 PLUM ST
40	PRESSLEY, KAYE	6025 PLUM ST
41	GILLEY, STEPHEN	77 CORRAL DR N
42	CHAVEZ, JUAN	6537 OLD MILL CIR
43	MELESIO-RAMIREZ, JUAN OCTAVIO	6517 OLD MILL CIR
44	FATCAT LLC	705 COMMERCE ST
45	SKAGGS, ROGER D	6520 OLD MILL CIR

46 NGUYEN, LE THI	6329 PEBBLE BEACH CT
47 BERRONG, DENNIS	5616 SHIPP DR
48 WILEMON, J KENNETH	322 S ADAMS ST
49 FERNANDEZ, OSCAR	5700 LINDA DR
50 MAGUIRE, PAUL	5624 MAIN ST
51 JONES, CHAD	4820 STETSON DR S
52 DYER, HEATHER LEIGH	9413 CYPRESS LAKE DR
53 FABIAN, ARTHUR	6309 HUNTERS GLEN DR
54 ROSS, EVELYN B EST	8541 NEIL CT
55 VELASCO INVESTMENTS CORP	803 HIDDEN WOODS DR
56 5613 BOWIE LLC	1121 MISTY OAK LN
57 METER CALIBRATION SOLUTIONS LL	6001 PLUM ST
58 RACETRAC PETROLEUM	PO BOX 2437
59 NORWOOD PLAZA LLC	PO BOX 1473
60 MILES TO GO, LLC	1604 STAFFORDSHIRE CT
61 TILLOTSON, KEITH	6737 HEWITT ST
62 SUPRA ENTERPRISES CORP	6005 RUFÉ SNOW DR
63 URIOSTEGUI, ABEL	6125 SKYLARK LN
64 FLORES, MIRNA	6124 SKYLARK LN
65 OEHLERT, DEAN E	6121 SKYLARK LN
66 STUBBS, JEFF	6120 SKYLARK LN
67 BOND, ANITA	6111 SKYLARK LN
68 ISBELL, JERRY D	6116 SKYLARK LN
69 SCI TEXAS FUNERAL SERVICE INC	1929 ALLEN FL 9 PKWY
70 BORIBOUN, SONNY S	6112 SKYLARK LN
71 GWA, LAW	6540 BROOKSIDE DR
72 LE, TOM	8970 RIVER FALLS DR
73 VSP DALLAS LLC	3495 PIEDMONT RD NE BLDG 11 ST
74 LEHNERT, JIM	PO BOX 822843
75 KIRKSEY, BETTY GAIL	6100 SKYLARK LN
76 HOBBS, CLIFFORD	6540 STARDUST DR S
77 TERRELL, SHEILA RENEE	6544 STARDUST DR S
78 WIMMER, PATRICK	PO BOX 835310
79 NEGRON, ROSA M	6604 STARDUST DR S
80 LTT INVESTMENT CORP	4365 SOUTHERN AVE
81 THOMAS, TYLER	635 BUNAGLOW DR
82 ROY, TIMOTHY G	6564 OLD MILL CIR
83 MUSE, CATHERINE A	6560 OLD MILL CIR
84 HERNANDEZ, ANTONIO	6563 OLD MILL CIR
85 JAVIER, WILFREDO	6556 OLD MILL CIR
86 SALINAS, DOMINGO B	6553 OLD MILL CIR
87 RODRIQUEZ, GERARDO	6552 OLD MILL CIR
88 BECKER, KARL W	6549 OLD MILL CIR
89 NGUYEN, TAM	6548 OLD MILL CIR
90 STORMER, MARY	6545 OLD MILL CIR
91 MUNOZ, ROSALIO	6544 OLD MILL CIR
92 BROOKS CROSSING SC LTD	3102 MAPLE AVE STE 500

93 BANK ONE TEXAS	575 WASHINGTON FL 4TH BLVD
94 BARNARD PARTNERS VI	PO BOX 127
95 BROOKS CROSSING SC LTD	3102 MAPLE AVE STE 500
96 TACO BELL OF AMERICA INC	PO BOX 35370
97 SWAIN, MARY	6228 GREEN APPLE CT
98 MABRY, ROBERT W	6229 GREEN APPLE CT
99 PEREZ, NICOLAS M	6224 GREEN APPLE CT
100 BELL, CONSTANCE	6221 GREEN APPLE CT
101 TORRES, JULIO C	6220 GREEN APPLE CT
102 DUTTON, MELVIN D	6217 GREEN APPLE CT
103 THE PATRIAM GROUP LLC	PO BOX 164334
104 BEAUCHAMP, JACQUELINE P	6213 GREEN APPLE CT
105 BRESSERT, JAMES R EST	6212 GREEN APPLE CT
106 VAN BUREN, DIANE	6209 GREEN APPLE CT
107 WILLIAMS, JULIA A	6208 GREEN APPLE CT
108 KEHLER, WILLIAM	706 CLEBUD DR
109 CARLTEX ASSOC	26 CARLTON RD
110 HOLLAND, RONALD J	6200 SKYLARK LN
111 WESTBROOK, SHELLEY D	6609 ORCHARD DR
112 BUSTER, MARK	6605 ORCHARD DR
113 LALIEMIHAVIXAY, C	6164 SKYLARK LN
114 SPARKMAN, JASON	3804 COLLINWOOD AVE
115 DEL RIO, JOSE C	4401 STARLIGHT DR
116 CANALES, AMBER RENE	6152 SKYLARK LN
117 NANCE, JEANNIE L	6156 SKYLARK LN
118 COZART, STACY	6144 SKYLARK LN
119 MCNARY PROPERTIES	1230 BROWN TR STE 107
120 6237 RUFE SNOW DR LLC	2704 BENEVENTO WAY
121 SABOGAL INVESTMENTS LLC	4716 GERALD CT
122 SHERMAN, RACHEL M	6157 SKYLARKE LN
123 WHEELOCK, MICHAEL D	6153 SKYLARK LN
124 GONZALEZ, JUAN	6715 AMBERDALE DR
125 ESPINOSA, MELINA	6149 SKYLARK LN
126 CALO, DOMINGO	6141 SKYLARK LN
127 SANDERS, RONDAL	6136 SKYLARK LN
128 KALLIS LLC	1317 CHASE OAKS DR
129 RIVERA, ROXANA	6133 SKYLARK LN
130 DIAZ, ELVIN J	6132 SKYLARK LN
131 WORRELL, DARRELL	2249 FARRINGTON LN
132 AVILA, FELIX	6605 RICHARDSON DR
133 HOLLIFIELD, LESLIE J	6644 RICHARDSON DR
134 CHICKEN PLACE INC	PO BOX 149
135 MANN, JUDY	6532 SUMMIT RIDGE DR
136 DESMIT, FORREST J	6540 SUMMIT RIDGE DR
137 SAIN, RONNIE D	6536 SUMMIT RIDGE DR
138 WOODCREST MARKETPLACE LP	3113 S UNIVERSITY FL 6 DR
139 WOODCREST MARKETPLACE LP	3113 S UNIVERSITY FL 6 DR

140 BRADDOCK, MARLIN H
141 CHOATE, DOROTHY
142 RUSSELL, LINDA SUE LAIN EST
143 JOHNSON, JUSTIN QUINN
144 CARVER, RONNIE L
145 DAVIS, LOUIS L
146 DOWNING, G W
147 VASTINE, RANDY
148 JOHNSON, MICHAEL
149 MIDDLETON, EDWARD BRUCE
150 SSJA4R HOLDINGS LLC
151 RODRIGUEZ, JOSE C
152 TANTON, MARGO
153 DEUTSCH, EUGENE
154 ONCOR ELECTRIC DELIVERY LLC
155 HERROLD, VANCE
156 WARREN TRUST, THE
157 HUDSON LAWRENCE ETUX MARTHA
158 MEYERS, YAN-HUI
159 NORSWORTHY, JAMES
160 DUFF, GREGORY A
161 RICH, ALBERT RAY
162 THOMAS, DEBRA
163 KRAATZ, BARRY RAY
164 GENTRY, JOSHUA K
165 DINGER, PRISCILLA ANN
166 GRANT, RICKY J
167 MARSHALL, WILMA E
168 BOGGESE, CHARLES
169 BLAIR, BONNIE
170 GUZMAN, MIGUEL A
171 BOWMAN, B B
172 HENAULT, RAYMOND
173 SMITH, JOSEPH
174 PAULING, JOSHUA D
175 LEITNER, DUANE
176 HARRIS, ELIZABETH
177 AGUDELO, RODRIGO H
178 DIXON, NORMA SHERREL
179 JONES, REBECCA
180 PARSONS, THOMAS K
181 THE GONZALEZ FAMILY LIVING TRU
182 HATOUM, RABIH
183 JKD ENTERPRISES LTD
184 CARR, PATRICIA ANN
185 BARBETTI, CHRISTINE
186 WILKINS, THOMAS C

6516 SUMMIT RIDGE DR
6525 SUMMIT RIDGE DR
6512 SUMMIT RIDGE DR
6521 SUMMIT RIDGE DR
6508 SUMMIT RIDGE DR
1924 COUNTY LOOP RD
6504 SUMMIT RIDGE DR
6513 SUMMIT RIDGE DR
6500 SUMMIT RIDGE DR
6501 SUMMIT RIDGE DR
971 W GLADE RD #100
6428 SUMMIT RIDGE DR
6425 SUMMIT RIDGE DR
6424 SUMMIT RIDGE DR
PO BOX 139100
PO BOX 1611
3700 BRIARHAVEN LN
6625 SUMMERTIME LN
6912 WOODALE DR
6636 SUMMERTIME LN
2680 CORAL COVE DR
6636 AVALON DR
6632 AVALON DR
6628 AVALON DR
6624 AVALON DR
6620 AVALON DR
6616 AVALON DR
6608 SUMMIT RIDGE DR
174 TRES VISTAS CT
6604 SUMMIT RIDGE DR
6600 SUMMIT RIDGE DR
6601 SUMMIT RIDGE DR
6548 SUMMIT RIDGE DR
6544 SUMMIT RIDGE DR
6541 SUMMIT RIDGE DR
6537 SUMMIT RIDGE DR
6537 SUMMIT RIDGE DR
6528 SUMMIT RIDGE DR
6533 SUMMIT RIDGE DR
6524 SUMMIT RIDGE DR
6520 SUMMIT RIDGE DR
3725 DAWN DR
6940 RICHARDSON DR
PO BOX 470765
6932 RICHARDSON DR
4500 SHADY LAKE DR
6648 BETTY DR

187 BROWN, WAYNE EST
188 PIVONKA, CAROLINE
189 SPARKS, JOHN ARVIL
190 DURHAM, ORSON
191 BEENE, KENNETH R
192 CASTILLO, MARTIN
193 SANDERS, TOMMY
194 HOLDER ASSETS LLC SERIES A
195
196 MAPLES, BROOKE
197 MY ENTERPRISES INC
198 WHITEHEAD, CASSIDY
199 CORTES, ANTONIO
200 FROMM, STEVEN
201 BALLARD, JERRY
202 PRICE, EDWARD
203 MOORE, LARRY B
204 MOORE, MICHAEL L
205 HUBLEY, RICHARD EUGENE
206 RYAN, JAMES
207 FORD, CYNTHIA ANN
208 GREENER, AMY N
209 WOOD, SCOTTY L
210 LANGE, RANDY
211 MULLINS, JAMES
212 HORTON, WALTER E
213 HARVEY, ROBERT B
214 MARTIN, DOYLE R
215 JUAREZ, CARLOS B
216 SEABAUGH, SUSAN
217 MCELVAIN, ROBIN
218 BILLINGSLEY, WENDAL LEE
219 CALVILLO, RUBEN
220 BOEN, NEYCIA
221 SCHUMACHER, THOMAS
222 NUMETRO PROPERTIES LLC
223 COPPER TOP LLC SERIES F
224 FLELMING, HOPE D
225 MCDONALD, VICKIE
226 SANDOBAL, MIGUEL J
227 CASTELLON, RAMIRO
228 TAYLOR, DOUGLAS R
229 WARREN TRUST, THE
230 HARRIS, IAN
231 MARTIN, LOWELL
232 DE ARAUJO, FABIO
233 HORTON, WALTER E

10842 SMOKY OAK TRL
6920 RICHARDSON DR
6649 KITTY DR
6916 RICHARDSON DR
6912 RICHARDSON DR
6648 KITTY DR
6908 RICHARDSON DR
1101 OAKWOOD CIR

6900 RICHARDSON DR
212 WILDBRIAR ST
6844 RICHARDSON DR
6648 HARRISON WAY
213 HALL DR
6649 MUREL DR
6836 RICHARDSON DR
6832 RICHARDSON DR
6828 RICHARDSON DR
6825 RICHARDSON DR
6824 RICHARDSON DR
6821 RICHARDSON DR
6820 RICHARDSON DR
6817 RICHARDSON DR
9525 COURTRIGHT DR
6813 RICHARDSON DR
4904 TAMRA CT
6809 RICHARDSON DR
6808 RICHARDSON DR
6805 RICHARDSON DR
6804 RICHARDSON DR
6801 RICHARDSON DR
PO BOX 1129
6628 OAKLAWN DR
6652 RICHARDSON DR
6648 RICHARDSON DR
3725 CROMWELL CT
14060 CONDESA DR
6621 RICHARDSON DR
1249 GRAND CENTRAL PKWY
6640 RICHARDSON DR
6613 RICHARDSON DR
6636 RICHARDSON DR
3700 BRIARHAVEN LN
6628 RICHARDSON DR
6620 RICHARDSON DR
4341 WOODGLEN DR
4904 TAMRA CT

234 RUFE SNOW DEPOT LP
235 BARKER, CAROLYN S
236 NORRIS, HOLLY
237 WEATHERFORD, CHRISTINA
238 LAGUNA, BERNABE
239 SHAW, CATALINA DE LA MORA
240 MCKEE, DOROTHY B
241 MILLER, DAVID W
242 MARSHALL, THERSA W
243 DUNN, LORENA N
244 HOPKINS, JONATHAN
245 BURRIS, TRULEY ANN
246 RATSAVONGSA, PAT
247 ROBBINS, LARRY W
248 EPLEY, LEA
249 WATAUGA TOWNE CROSSING LLC
250 WATAUGA ASSOC
251 WATAUGA, CITY OF
252 2J INTEREST LLC
253 WELLS FARGO BANK NA
254 GRESKY, BLAIR
255 TAYLOR, RICHARD
256 BEATON, WILLIAM C
257 STEINSULTZ, DEVIN LEE
258 YANG, KUEIO L
259 THE SHAW FAMILY LIVING TRUST
260 NASHED, SUSAN Y
261 ANDERSEN, ANDREW
262 PEARSON-TYLER INC
263 BRANDON, MARK L
264 DULANEY, SHIRLEY
265 REYNOLDS, JERRI
266 FLOURNOY, DAN
267 GROW, JENNIFER
268 DAY, STEPHANIE
269 JOHNSON, TERRY GAIL
270 HAMMONS, CANDACE
271 SCHEIRMANN, FRANCIS H
272 TAYLOR, SCOTT
273 CHANN, GINA SUI-CHUN
274 BARNARD PARTNERS VI
275 RASHDAN, KALID
276 PADICK PARTNERS
277 WOODCREST MARKETPLACE LP
278 MILA, OFA
279 BROOKS CROSSING SC LTD
280 BRIDGER I LIMITED PRTNSHP

800 ELAINE ST
6604 RICHARDSON DR
6716 MCCOY DR
8937 SUN HAVEN WAY
6712 MCCOY DR
214 RODEO DR
6713 MCCOY DR
4668 MISTY RIDGE DR
6700 SUMMIT RIDGE DR
6709 MCCOY DR
66620 SUMMIT RIDGE DR
6616 SUMMIT RIDGE DR
2521 LILLIAN ST
6944 RICHARDSON DR
6648 HIGHTOWER DR
82 W ARMSTRONG DR
303 INTERNATIONAL CIR SUITE 20
7105 WHITLEY RD
5705 NORTH PARK DR
PO BOX 2609
8233 COURTNEY WAY
8229 COURTNEY WAY
8225 COURTNEY WAY
8221 COURTNEY WAY
8217 COURTNEY WAY
8213 COURTNEY WAY
8209 COURTNEY WAY
6569 FAIRVIEW DR
5705 N PARK DR
8528 DAVIS BLVD STE 134
6636 HIGH LAWN TERR
6636 HIGH LAWN TERR
6632 HIGH LAWN TERR
6628 HIGH LAWN TERR
6624 HIGH LAWN TERR
1775 AN COUNTY ROAD 153
6616 HIGH LAWN TERR
6612 HIGH LAWN TERR
5435 ARGALL CRES
24100 HILLVIEW RD
PO BOX 127
7131 COLLEYVILLE BLVD STE 101
7900 DENTON HWY
3113 S UNIVERSITY FL 6 DR
6613 ORCHARD DR
3102 MAPLE AVE STE 500
3113 S UNIVERSITY DR STE 600

281 SYMONDS TAYLOR, CHRISTINE	5905 PLUM ST
282 HAIRSTON, LLOYD H	5901 PLUM ST
283 MCWHIRTER, GARRETT	5909 PLUM ST
284 MARTINEZ, ALYSSA	5913 PLUM ST
285 HUFF, JOSHUA	5925 PLUM ST
286 DANIEL, PAULA RENE A	5921 PLUM ST
287 J&S CAR LOTS LLC	PO BOX 806
288 RENFROW, DAVID	5917 PLUM ST
289 SH 746-755 LLC	6467 MAIN ST
290 STORE MASTER FUNDING I LLC	1501 13TH ST STE D
291 HUSSION FAMILY PARTNERSHIP	22110 TERRACE GATE LN
292 BLACKWOOD INV LTD	PO BOX 630768
293 RADELICH, RICHARD	6953 NE LOOP 820 APT 827
294 KRYSTAL FINISH INC	836 W BEDFRD EULES RD
295 NEXT ONE LLC	1533 VANDARGRIFF WAY
296 TESLA INVESTMENTS LLC	1119 W RANDOL MILL RD STE 103
297 O'REILLY AUTO ENTERPRISES LLC	PO BOX 9167
298 A & A PLATINUM FAMILY PARTNERS	2315 HOLDER DR
299 PIPPIN, JAMES M	800 ELAINE ST
300 PIPPIN, JAMES M	800 ELAINE ST
301 PH WATAUGA PROPERTIES LLC	916 SILVER SPUR RD STE 210
302 CLK PROPERTY INVESTMENTS LLC	PO BOX 70
303 WOODCREST MARKETPLACE LP	3113 S UNIVERSITY FL 6 DR
304 HIGHRISE REAL ESTATE GROUP LLC	4001 N JOSEY LN STE 200
305 ICEE REAL ESTATE INC	17819 STUEB AIRLIN RD # D
306 LEUNG, VICKI	351 UNION AVE
307 MCCOY, MICHAEL	6625 HIGH LAWN TERR
308 MORGAN-BAYLEY INVESTMENT CO	PO BOX 1263
309 MUTTER, MICHAEL G	6637 HIGH LAWN TERR
310 TOUT, CHARLES L	6633 HIGH LAWN TERR
311 KOONTZ, LINDSY	6617 HIGH LAWN TERR
312 BOREN, PAMELA C	6613 HIGH LAWN TERR
313 WILHELM, SHEILA	6601 HIGH LAWN TERR
314 JORDAN, MARSHA	6605 HIGH LAWN TERR
315 NORMAN, BRENDA S	6609 HIGH LAWN TERR
316 MYERS, MATTHEW	6576 FAIRVEIW DR
317 DURHAM FARMS HOA INC	519 CHASEWOOD DR
318 JACKSON, TIMOTHY	8204 COURTNEY WAY
319 SCHMIDT, ANDREW K	8200 COURTNEY WAY
320 SMITH, YACORSHA L	8212 COURTNEY WAY
321 FRIDGE, PENNY	8208 COURTNEY WAY
322 NGUYEN, THE VAN	8220 COURTNEY WAY
323 THOMASON, KAYLEEN	8224 COURTNEY WAY
324 LEE FUNDAMENTAL INVESTMENT LLC	4301 WILLIAMSON LN
325 LEE FUNDAMENTAL INVESTMENT LLC	4301 WILLIAMSON LN
326 OWENS-STRINGER INC	385 GREATVIEW DR
327 WILSON, CARL	8216 COURTNEY WAY

328 WAFFLE HOUSE INC
329 PEARSON-TYLER II INC

5986 FINANCIAL DR
5705 N PARK DR

RTS - Return to Sender - 7

Protest - 17

Support - 6

Total Received - 30 (combined)

Total Mailed - 329

* as of 09022021

Owner_City	Owner_Zip	Owner_Zip4	Situs_Addr	
ATLANTA, GA	30355	428	6550 BURSEY RD	
WATAUGA, TX	76148		8232 COURTNEY WAY	
WATAUGA, TX	76148		8236 COURTNEY WAY	
JERICHO, NY	11753		8251 RUFÉ SNOW DR	
FORT WORTH, TX	76148	1121	6573 EMMA WAY	
WATAUGA, TX	76148	1106	8228 COURTNEY WAY	Protest
FORT WORTH, TX	76148		8244 COURTNEY WAY	
WATAUGA, TX	76148		8240 COURTNEY WAY	Support
HOUSTON, TX	77210	4427	6546 WATAUGA RD	
SAINT LOUIS, MO	63101		6636 WATAUGA RD	
SOUTHLAKE, TX	76092	5946	5901 RUFÉ SNOW DR	
DALLAS, TX	75313		6601 RUFÉ SNOW DR	
WATAUGA, TX	76148	3663	6568 OLD MILL CIR	
LEWISVILLE, TX	75057	2108	5951 RUFÉ SNOW DR	
KELLER, TX	76244		5612 SHIPP DR	
CARROLLTON, TX	75010		5850 DENTON HWY	
IRVING, TX	75061	2144	5912 DENTON HWY	
NORTH RICHLAND HILLS, TX	76182	4461	5613 SHIPP DR	
WATAUGA, TX	76148	3426	5900 DENTON HWY	
LEWISVILLE, TX	75067		5947 RUFÉ SNOW DR	
WATAUGA, TX	76148	3663	6540 OLD MILL CIR	RTS
WATAUGA, TX	76148	3663	6536 OLD MILL CIR	
FORT WORTH, TX	76148		6532 OLD MILL CIR	
WATAUGA, TX	76148	3107	6528 OLD MILL CIR	
SCOTTSDALE, AZ	85255		5931 RUFÉ SNOW DR	
PLANO, TX	75024		5911 RUFÉ SNOW DR	
WATAUGA, TX	76148	3107	6100 PINE ST	
WATAUGA, TX	76148	3038	5625 MAIN ST	
WATAUGA, TX	76148	3107	5621 MAIN ST	
FORT WORTH, TX	76104	1001	6112 DENTON HWY	
MILLSAP, TX	76066	3434	6112 PINE ST	
FORT WORTH, TX	76137		6110 PINE ST	
WATAUGA, TX	76148		5616 MAIN ST	
KELLER, TX	76248	2406	6020 DENTON HWY	
KELLER, TX	76248	2406	6024 DENTON HWY	
FORT WORTH, TX	76244	6055	5609 LAMAR ST	
NORTH RICHLAND HILLS, TX	76182	7427	6008 DENTON HWY	
COLLEYVILLE, TX	76034	3426	5600 LAMAR ST	
HALTOM CITY, TX	76117		6100 DENTON HWY	
WATAUGA, TX	76148	3467	6025 PLUM ST	
WATAUGA, TX	76148	3467	6025 PLUM ST	
KELLER, TX	76244		6541 OLD MILL CIR	
FORT WORTH, TX	76148	3664	6537 OLD MILL CIR	
WATAUGA, TX	76148	3664	6517 OLD MILL CIR	
SOUTHLAKE, TX	76092		6524 OLD MILL CIR	RTS
WATAUGA, TX	76148	3663	6520 OLD MILL CIR	

NORTH RICHLAND HILLS, TX	76180	825 5620 SHIPP DR	
FORT WORTH, TX	76148	3414 5616 SHIPP DR	
FORT WORTH, TX	76104	1001 6109 PINE ST	
FORT WORTH, TX	76148	5620 FANNIN ST	
FORT WORTH, TX	76148	5624 MAIN ST	Protest
FORT WORTH, TX	76244	6029 PLUM ST	
CROWLEY, TX	76036	6016 DENTON HWY	
FORT WORTH, TX	76148	5617 LAMAR ST	
NORTH RICHLAND HILLS, TX	76182	7427 5608 LAMAR ST	
KELLER, TX	76248	5461 6000 DENTON HWY	
KELLER, TX	76248	5613 BOWIE ST	Protest
WATAUGA, TX	76148	6001 PLUM ST	
SMYRNA, GA	30081	5932 DENTON HWY	
HURST, TX	76053	5937 PLUM ST	
BEDFORD, TX	76021	6129 SKYLARK LN	
NORTH RICHLAND HILLS, TX	76182	6128 SKYLARK LN	
FORT WORTH, TX	76148	3666 6005 RUFE SNOW DR	
WATAUGA, TX	76148	6125 SKYLARK LN	
WATAUGA, TX	76148	3337 6124 SKYLARK LN	
WATAUGA, TX	76148	3338 6121 SKYLARK LN	
FORT WORTH, TX	76148	3337 6120 SKYLARK LN	
FORT WORTH, TX	76148	6111 SKYLARK LN	
FORT WORTH, TX	76148	3337 6116 SKYLARK LN	
HOUSTON, TX	77019	2506 6001 RUFE SNOW DR	
FORT WORTH, TX	76148	3337 6112 SKYLARK LN	
WATAUGA, TX	76148	3240 6540 BROOKSIDE DR	
FORT WORTH, TX	76118	7772 6108 SKYLARK LN	
ATLANTA, GA	30305	6104 SKYLARK LN	
FORT WORTH, TX	76182	6541 STARDUST DR S	
WATAUGA, TX	76148	3337 6100 SKYLARK LN	
FORT WORTH, TX	76148	6540 STARDUST DR S	
WATAUGA, TX	76148	6544 STARDUST DR S	
RICHARDSON, TX	75083	6600 STARDUST DR S	
WATAUGA, TX	76148	3658 6604 STARDUST DR S	
DALLAS, TX	75205	6608 STARDUST DR S	
EL SEGUNDO, CA	90245	6572 OLD MILL CIR	
FORT WORTH, TX	76148	3663 6564 OLD MILL CIR	
WATAUGA, TX	76148	3663 6560 OLD MILL CIR	
WATAUGA, TX	76148	3664 6563 OLD MILL CIR	
WATAUGA, TX	76148	6556 OLD MILL CIR	
WATAUGA, TX	76148	3664 6553 OLD MILL CIR	
FORT WORTH, TX	76148	3663 6552 OLD MILL CIR	
WATAUGA, TX	76148	3664 6549 OLD MILL CIR	
WATAUGA, TX	76148	6548 OLD MILL CIR	
WATAUGA, TX	76148	6545 OLD MILL CIR	
WATAUGA, TX	76148	6544 OLD MILL CIR	
DALLAS, TX	75201	1292 6600 WATAUGA RD	

JERSEY CITY, NJ	7310	1616 6624 WATAUGA RD	
COLLEYVILLE, TX	76034	127 6630 WATAUGA RD	
DALLAS, TX	75201	1292 6253 RUFÉ SNOW DR	
LOUISVILLE, KY	40232	6261 RUFÉ SNOW DR	
FORT WORTH, TX	76148	3333 6228 GREEN APPLE CT	
WATAUGA, TX	76148	3333 6229 GREEN APPLE CT	Protest
WATAUGA, TX	76148	3333 6224 GREEN APPLE CT	
FORT WORTH, TX	76148	3333 6221 GREEN APPLE CT	
WATAUGA, TX	76148	3333 6220 GREEN APPLE CT	
WATAUGA, TX	76148	3333 6217 GREEN APPLE CT	
FORT WORTH, TX	76161	6216 GREEN APPLE CT	Protest
WATAUGA, TX	76148	3333 6213 GREEN APPLE CT	
FORT WORTH, TX	76148	3333 6212 GREEN APPLE CT	
WATAUGA, TX	76148	3333 6209 GREEN APPLE CT	
FORT WORTH, TX	76148	3333 6208 GREEN APPLE CT	
EULESS, TX	76040	6204 GREEN APPLE CT	
FLANDERS, NJ	7836	4408 6241 RUFÉ SNOW DR	
WATAUGA, TX	76148	3343 6200 SKYLARK LN	Protest
WATAUGA, TX	76148	3336 6609 ORCHARD DR	
FORT WORTH, TX	76148	3336 6605 ORCHARD DR	
WATAUGA, TX	76148	3341 6164 SKYLARK LN	
FORT WORTH, TX	76107	6148 SKYLARK LN	
HALTOM CITY, TX	76117	2145 6160 SKYLARK LN	
WATAUGA, TX	76148	3341 6152 SKYLARK LN	
WATAUGA, TX	76148	3341 6156 SKYLARK LN	
WATAUGA, TX	76148	3341 6144 SKYLARK LN	
BEDFORD, TX	76022	8028 6608 ORCHARD DR	
CEDAR PARK, TX	78613	4306 6237 RUFÉ SNOW DR	
KELLER, TX	76244	6201 SKYLARK LN	
WATAUGA, TX	76148	6157 SKYLARK LN	
WATAUGA, TX	76148	3342 6153 SKYLARK LN	
FORT WORTH, TX	76137	6305 6600 ORCHARD DR	
FORT WORTH, TX	76148	6149 SKYLARK LN	
FORT WORTH, TX	76148	3338 6141 SKYLARK LN	
WATAUGA, TX	76148	6136 SKYLARK LN	
KELLER, TX	76248	8297 6101 RUFÉ SNOW DR	
WATAUGA, TX	76148	3338 6133 SKYLARK LN	
WATAUGA, TX	76148	3337 6132 SKYLARK LN	
HURST, TX	76054	6936 RICHARDSON DR	
FORT WORTH, TX	76148	2336 6605 RICHARDSON DR	
WATAUGA, TX	76148	2335 6644 RICHARDSON DR	
MARLIN, TX	76661	149 6717 RUFÉ SNOW DR	
WATAUGA, TX	76148	6532 SUMMIT RIDGE DR	
FORT WORTH, TX	76148	2929 6540 SUMMIT RIDGE DR	Support
WATAUGA, TX	76148	2929 6536 SUMMIT RIDGE DR	
FORT WORTH, TX	76109	5616 6317 RUFÉ SNOW DR	
FORT WORTH, TX	76109	5616 6321 RUFÉ SNOW DR	

FORT WORTH, TX	76148	2929 6516 SUMMIT RIDGE DR	
FORT WORTH, TX	76148	2930 6525 SUMMIT RIDGE DR	
FORT WORTH, TX	76148	2929 6512 SUMMIT RIDGE DR	
WATAUGA, TX	76148	6521 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2929 6508 SUMMIT RIDGE DR	
FORT WORTH, TX	76179	5194 6517 SUMMIT RIDGE DR	
FORT WORTH, TX	76148	2929 6504 SUMMIT RIDGE DR	
FORT WORTH, TX	76148	6513 SUMMIT RIDGE DR	
WATAUGA, TX	76148	6500 SUMMIT RIDGE DR	
FORT WORTH, TX	76148	2930 6501 SUMMIT RIDGE DR	
HURST, TX	76054	6432 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2925 6428 SUMMIT RIDGE DR	
WATAUGA, TX	76148	6425 SUMMIT RIDGE DR	
WATAUGA, TX	76148	6424 SUMMIT RIDGE DR	
DALLAS, TX	75313	6641 SUMMERTIME LN	
KELLER, TX	76244	6637 SUMMERTIME LN	Protest
COLLEYVILLE, TX	76034	6633 SUMMERTIME LN	
FORT WORTH, TX	76148	2920 6625 SUMMERTIME LN	
WATAUGA, TX	76148	2154 6640 SUMMERTIME LN	
FORT WORTH, TX	76148	2921 6636 SUMMERTIME LN	
GRAND PRAIRIE, TX	75054	6632 SUMMERTIME LN	
FORT WORTH, TX	76148	2942 6636 AVALON DR	
FORT WORTH, TX	76148	6632 AVALON DR	
WATAUGA, TX	76148	2942 6628 AVALON DR	
WATAUGA, TX	76148	2940 6624 AVALON DR	
WATAUGA, TX	76148	2940 6620 AVALON DR	
FORT WORTH, TX	76148	6616 AVALON DR	
WATAUGA, TX	76148	2931 6608 SUMMIT RIDGE DR	
CRESSON, TX	76035	6624 PERDIDO DR	
WATAUGA, TX	76148	2931 6604 SUMMIT RIDGE DR	Protest
WATAUGA, TX	76148	2931 6600 SUMMIT RIDGE DR	
FORT WORTH, TX	76148	2928 6601 SUMMIT RIDGE DR	RTS
WATAUGA, TX	76148	6548 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2929 6544 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2930 6541 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2930 6537 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2930 6537 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2929 6528 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2930 6533 SUMMIT RIDGE DR	
WATAUGA, TX	76148	6524 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2929 6520 SUMMIT RIDGE DR	
NORTH RICHLAND HILLS, TX	76180	6529 SUMMIT RIDGE DR	Protest
WATAUGA, TX	76148	2342 6940 RICHARDSON DR	
FORT WORTH, TX	76147	765 6649 BETTY DR	
WATAUGA, TX	76148	2342 6932 RICHARDSON DR	
NORTH RICHLAND HILLS, TX	76180	6928 RICHARDSON DR	
FORT WORTH, TX	76148	2301 6648 BETTY DR	

ARGYLE, TX	76226	6924 RICHARDSON DR	
FORT WORTH, TX	76148	6920 RICHARDSON DR	
WATAUGA, TX	76148	2308 6649 KITTY DR	
WATAUGA, TX	76148	2342 6916 RICHARDSON DR	
FORT WORTH, TX	76148	2342 6912 RICHARDSON DR	
FORT WORTH, TX	76148	6648 KITTY DR	
WATAUGA, TX	76148	2342 6908 RICHARDSON DR	Support
KELLER, TX	76248	4010 6904 RICHARDSON DR	
FORT WORTH, TX	76148	6900 RICHARDSON DR	
EULESS, TX	76039	6751 RUFÉ SNOW DR	Support
WATAUGA, TX	76148	6844 RICHARDSON DR	
WATAUGA, TX	76148	6648 HARRISON WAY	
CROWLEY, TX	76036	6840 RICHARDSON DR	Protest
FORT WORTH, TX	76118	6649 MUREL DR	
FORT WORTH, TX	76148	2339 6836 RICHARDSON DR	
FORT WORTH, TX	76148	2339 6832 RICHARDSON DR	
WATAUGA, TX	76148	6828 RICHARDSON DR	
WATAUGA, TX	76148	2340 6825 RICHARDSON DR	
FORT WORTH, TX	76148	6824 RICHARDSON DR	
WATAUGA, TX	76148	6821 RICHARDSON DR	
WATAUGA, TX	76148	2339 6820 RICHARDSON DR	
FORT WORTH, TX	76148	2340 6817 RICHARDSON DR	Support
KELLER, TX	76244	6816 RICHARDSON DR	
WATAUGA, TX	76148	2340 6813 RICHARDSON DR	
HALTOM CITY, TX	76117	6812 RICHARDSON DR	
FORT WORTH, TX	76148	2340 6809 RICHARDSON DR	
WATAUGA, TX	76148	2339 6808 RICHARDSON DR	
WATAUGA, TX	76148	2340 6805 RICHARDSON DR	
WATAUGA, TX	76148	6804 RICHARDSON DR	
WATAUGA, TX	76148	2340 6801 RICHARDSON DR	
AZLE, TX	76098	1129 6800 RICHARDSON DR	
WATAUGA, TX	76148	2329 6628 OAKLAWN DR	
FORT WORTH, TX	76148	6652 RICHARDSON DR	
WATAUGA, TX	76148	6648 RICHARDSON DR	
PLANO, TX	75075	6629 RICHARDSON DR	
DEL MAR, CA	92014	6625 RICHARDSON DR	
WATAUGA, TX	76148	2336 6621 RICHARDSON DR	
SAGINAW, TX	76131	5222 6617 RICHARDSON DR	
WATAUGA, TX	76148	2335 6640 RICHARDSON DR	
WATAUGA, TX	76148	6613 RICHARDSON DR	
FORT WORTH, TX	76148	2335 6636 RICHARDSON DR	Protest
COLLEYVILLE, TX	76034	6632 RICHARDSON DR	
WATAUGA, TX	76148	2335 6628 RICHARDSON DR	
WATAUGA, TX	76148	6620 RICHARDSON DR	
GRAPEVINE, TX	76051	6709 RUFÉ SNOW DR	
HALTOM CITY, TX	76117	6608 RICHARDSON DR	

KELLER, TX	76248	2611 6707 RUFÉ SNOW DR	
WATAUGA, TX	76148	2335 6604 RICHARDSON DR	
WATAUGA, TX	76148	6716 MCCOY DR	
FORT WORTH, TX	76244	6708 MCCOY DR	
WATAUGA, TX	76148	6712 MCCOY DR	
KELLER, TX	76248	6704 MCCOY DR	
WATAUGA, TX	76148	2311 6713 MCCOY DR	
FORT WORTH, TX	76137	1548 6700 MCCOY DR	
WATAUGA, TX	76148	2350 6700 SUMMIT RIDGE DR	
WATAUGA, TX	76148	6709 MCCOY DR	
WATAUGA, TX	76148	6620 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2931 6616 SUMMIT RIDGE DR	
FORT WORTH, TX	76111	1247 6612 SUMMIT RIDGE DR	
WATAUGA, TX	76148	2342 6944 RICHARDSON DR	
WATAUGA, TX	76148	6648 HIGHTOWER DR	
MUSTANG, OK	73064	3102 8004 DENTON HWY	
HUNT VALLEY, MD	21030	7804 VIRGIL ANTHONY BLVD	RTS
WATAUGA, TX	76148	2024 7800 VIRGIL ANTHONY BLVD	
WATAUGA, TX	76148	5705 NORTH PARK DR	
CARLSBAD, CA	92018	2609 7830 DENTON HWY	
WATAUGA, TX	76148	1119 8233 COURTNEY WAY	
WATAUGA, TX	76148	8229 COURTNEY WAY	Protest
FORT WORTH, TX	76148	8225 COURTNEY WAY	
WATAUGA, TX	76148	8221 COURTNEY WAY	
WATAUGA, TX	76148	1119 8217 COURTNEY WAY	
FORT WORTH, TX	76148	8213 COURTNEY WAY	Protest
WATAUGA, TX	76148	1119 8209 COURTNEY WAY	
WATAUGA, TX	76148	6569 FAIRVIEW DR	
WATAUGA, TX	76148	2447 7904 DENTON HWY	
N RICHLND HLS, TX	76182	6640 HIGH LAWN TERR	
WATAUGA, TX	76148	6636 HIGH LAWN TERR	
WATAUGA, TX	76148	6636 HIGH LAWN TERR	
WATAUGA, TX	76148	1525 6632 HIGH LAWN TERR	
WATAUGA, TX	76148	6628 HIGH LAWN TERR	
FORT WORTH, TX	76148	6624 HIGH LAWN TERR	
PALESTINE, TX	75801	6620 HIGH LAWN TERR	Support
WATAUGA, TX	76148	6616 HIGH LAWN TERR	
WATAUGA, TX	76148	1525 6612 HIGH LAWN TERR	
NORFOLK, VA	23508	8041 MILES DR	RTS
LOS ALTOS HILLS, CA	94024	5241 6573 HIGH LAWN TERR	
COLLEYVILLE, TX	76034	127 6628 WATAUGA RD	
COLLEYVILLE, TX	76034	5612 LAMAR ST	
FORT WORTH, TX	76148	7900 DENTON HWY	RTS
FORT WORTH, TX	76109	5616 6651 WATAUGA RD	
WATAUGA, TX	76148	3336 6613 ORCHARD DR	
DALLAS, TX	75201	1292 6245 RUFÉ SNOW DR	
FORT WORTH, TX	76109	5622 6249 RUFÉ SNOW DR	

WATAUGA, TX	76148	5905 PLUM ST	
WATAUGA, TX	76148	3461 5901 PLUM ST	
WATAUGA, TX	76148	5909 PLUM ST	
WATAUGA, TX	76148	5913 PLUM ST	
WATAUGA, TX	76148	5925 PLUM ST	
FORT WORTH, TX	76148	3463 5921 PLUM ST	
DECATUR, TX	76234	806 5916 DENTON HWY	Protest
FORT WORTH, TX	76148	5917 PLUM ST	
WILLIAMSVILLE, NY	14221	5856 7902 DENTON HWY	
COLUMBUS, GA	31901	2384 6637 OAKLAWN DR	RTS
KATY, TX	77450	8054 6739 RUFÉ SNOW DR	
HOUSTON, TX	77263	768 6743 RUFÉ SNOW DR	
FORT WORTH, TX	76180	9003 6745 RUFÉ SNOW DR	
HURST, TX	76053	3857 6747 RUFÉ SNOW DR	
CORONA, CA	92883	6735 RUFÉ SNOW DR	
ARLINGTON, TX	76012	6325 RUFÉ SNOW DR	
SPRINGFIELD, MO	65801	6713 RUFÉ SNOW DR	
EULESS, TX	76039	4361 6701 RUFÉ SNOW DR	
KELLER, TX	76248	2611 6703 RUFÉ SNOW DR	
KELLER, TX	76248	2611 6705 RUFÉ SNOW DR	
PALOS VERDES PENINSULA, CA	90274	6867 RUFÉ SNOW DR	
DOUGLASVILLE, GA	30133	70 6637 WATAUGA RD	
FORT WORTH, TX	76109	5616 6601 WATAUGA RD	
CARROLLTON, TX	75007	6801 RUFÉ SNOW DR	
SPRING, TX	77379	5419 6871 RUFÉ SNOW DR	Protest
STATEN ISLAND, NY	10303	6621 HIGH LAWN TERR	
WATAUGA, TX	76148	6625 HIGH LAWN TERR	Protest
COLLEYVILLE, TX	76034	1263 6629 HIGH LAWN TERR	
FORT WORTH, TX	76148	1526 6637 HIGH LAWN TERR	
FORT WORTH, TX	76148	1526 6633 HIGH LAWN TERR	
WATAUGA, TX	76148	6617 HIGH LAWN TERR	
WATAUGA, TX	76148	1526 6613 HIGH LAWN TERR	
WATAUGA, TX	76148	1526 6601 HIGH LAWN TERR	
WATAUGA, TX	76148	6605 HIGH LAWN TERR	
WATAUGA, TX	76148	1526 6609 HIGH LAWN TERR	Protest
FORT WORTH, TX	76148	6576 FAIRVIEW DR	
GRAPEVINE, TX	76051	4407 6572 FAIRVIEW DR	
WATAUGA, TX	76148	1106 8204 COURTNEY WAY	
FORT WORTH, TX	76148	1106 8200 COURTNEY WAY	
FORT WORTH, TX	76148	8212 COURTNEY WAY	
FORT WORTH, TX	76148	1106 8208 COURTNEY WAY	
FORT WORTH, TX	76148	1106 8220 COURTNEY WAY	
FORT WORTH, TX	76148	8224 COURTNEY WAY	
CARROLLTON, TX	75010	6745 RUFÉ SNOW DR	
CARROLLTON, TX	75010	8247 RUFÉ SNOW DR	
FREDERICKSBURG, TX	78624	7581 RUFÉ SNOW DR	
WATAUGA, TX	76148	8216 COURTNEY WAY	

NORCROSS, GA
WATAUGA, TX

30071
76148

8243 RUFÉ SNOW DR
2447 5701 NORTH PARK DR

THANK YOU for your legal submission!

Your legal has been submitted for publication. Below is a confirmation of your legal placement. You will also receive an email confirmation.

ORDER DETAILS**Order Number:**

IPL0038982

Order Status:

Submitted

Classification:

Legals & Public Notices

Package:

FTW - Legal Ads

Final Cost:

117.04

Payment Type:

Account Billed

User ID:

IPL0019627

ACCOUNT INFORMATION

CITY OF WATAUGA IP

7105 WHITLEY RD

FORT WORTH, TX 76148-2024

817-281-8047

noemail@noemail.com

CITY OF WATAUGA

TRANSACTION REPORT**Date**

August 27, 2021 2:25:18 PM EDT

Amount:

117.04

SCHEDULE FOR AD NUMBER IPL00389820

August 29, 2021

Fort Worth Star-Telegram

PREVIEW FOR AD NUMBER IPL00389820**NOTICE OF PUBLIC HEARINGS**

CITY COUNCIL

CITY HALL COUNCIL CHAMBER

7105 WHITLEY ROAD, WATAUGA,

TEXAS 76148

SEPTEMBER 13, 2021

6:30 P.M.

Notice is hereby given of a public hearing to be held in the City of Watauga Council Chambers located at 7105 Whitley Road, Watauga, Texas 76148, on Wednesday, September 13, 2021 at 6:30 p.m. during the regular City Council meeting, to consider action on a final report and hold a public hearing to receive comments for or against that report concerning a request for a zoning change from (LB) Local Business to (C) Commercial, at 6700 Denton Highway, being Block 23R of the Greenfield Village Addition. The subject property is located north of Chapman Road and east of Denton Highway. Applicant, Ali Behzadpour, Managing Member of InvMax LLC. (Z. 21-02) The second hearing is to consider action on a final report and hold a public hearing to receive comments for or against that report concerning text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in General Business and Commercial zoning districts pursuant to a specific use permit, providing spacing requirements between such stores, and providing spacing requirements between such stores and other land uses. (ORD. 21-01)

Published on Sunday, August 29, 2021, in the Star Telegram, Legal Notices Section.

I, Raquel Guajardo, Deputy City Secretary for the City of Watauga, Texas, hereby certify that this notice was posted on the official bulletin board at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, August 27, 2021 before 6:30 p.m., in accordance with Chapter 551 of the Texas Government Code.

/s/Raquel Guajardo

Raquel Guajardo, Deputy City Secretary

W00000000

Publication Dates

[<< Click here to print a printer friendly version >>](#)



Beaufort Gazette
Belleville News-Democrat
Bellingham Herald
Bradenton Herald
Centre Daily Times
Charlotte Observer
Columbus Ledger-Enquirer
Fresno Bee

The Herald - Rock Hill
Herald Sun - Durham
Idaho Statesman
Island Packet
Kansas City Star
Lexington Herald-Leader
Merced Sun-Star
Miami Herald

el Nuevo Herald - Miami
Modesto Bee
Raleigh News & Observer
The Olympian
Sacramento Bee
Fort Worth Star-Telegram
The State - Columbia
Sun Herald - Biloxi

Sun News - Myrtle Beach
The News Tribune Tacoma
The Telegraph - Macon
San Luis Obispo Tribune
Tri-City Herald
Wichita Eagle

AFFIDAVIT OF PUBLICATION

Account #	Order Number	Identification	Order PO	Amount	Cols	Depth
18806	93186	Print Legal Ad - IPL0030804		\$79.48	1	4.11

Attention: Raquel Guajardo

CITY OF WATAUGA
7105 WHITLEY RD
FORT WORTH, TX 761482024

NOTICE OF PUBLIC HEARING

PLANNING AND ZONING
COMMISSION
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAUGA,
TEXAS 76148
JULY 21, 2021
6:30 P.M.

Notice is hereby given of a public hearing to be held in the City of Watauga Council Chambers located at 7105 Whitley Road, Watauga, Texas 76148, on Wednesday, July 21, 2021, at 6:30 p.m. during the regular Planning and Zoning Commission meeting, for the purpose of hearing the following case:

ORD. 21-01: Public hearing to consider amendments to Section 115-6. Permitted principal, accessory, and specific use permit uses; Section 115-85. Permitted use table and, Chapter 4, Alcoholic Beverages of the Watauga Code of Ordinance regarding alcohol related uses.

Published on Friday, July 2, 2021, in the Star Telegram, Legal Notices Section.

I, Raquel Guajardo, Deputy City Secretary for the City of Watauga, Texas, hereby certify that this notice was posted on the official bulletin board at City Hall, 7105 Whitley Road, Watauga, Texas, on Friday, July 2, 2021, before 6:30 p.m., in accordance with Chapter 551 of the Texas Government Code.

/s/ Raquel Guajardo
Raquel Guajardo, Deputy City Secretary
IPL0030804
Jul 2 2021

THE STATE OF TEXAS COUNTY OF TARRANT

Before me, a Notary Public in and for said County and State, this day personally appeared Amanda Grisham, Bid and Legal Coordinator for the Star-Telegram, published by the Star-Telegram, Inc. at Fort Worth, in Tarrant County, Texas; and who, after being duly sworn, did depose and say that the attached clipping of an advertisement was published in the above named paper on the listed dates:

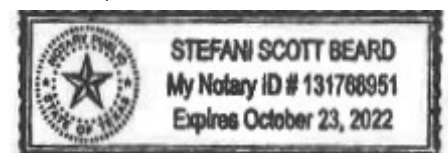
No. of Insertions: 1

Beginning Issue of: 07/02/2021

Ending Issue of: 07/02/2021

Sworn to and subscribed before me this 1st day of July in the year of 2021

Notary Public in and for the state of Texas, residing in Dallas County



Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!



Notice of Public Hearings
Text Amendments to Zoning Ordinance

August 4, 2021

Dear Property Owner:

The City of Watauga Planning and Zoning (P&Z) Commission will hold a public hearing on a preliminary report to consider text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit. Additionally, text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and public youth-related venues will be considered. The proposed amendments under consideration are available online at <https://www.cowtx.org/1530/Development-Services> - P&Z Commission's Preliminary Report link. An objective of the Planning and Zoning Commission is to finalize a report regarding the proposed Zoning Ordinance text amendments and forward the final report and recommendation to the City Council for action. The City Council will hold a public hearing to consider the final report and the text amendments. This letter is being sent to property owners within 200 feet of property subject to the zoning amendment. In accordance with state law, you are receiving this notice because the most recent Tarrant Appraisal District records reflect you are the owner(s) of one or more parcels within two hundred (200) feet of the subject property. A site map is attached for your information.

Public hearings on the zoning text amendments are scheduled as follows:

Planning and Zoning Commission

Wednesday, August 18, 2021 at 6:30 PM

City Council

Monday, September 13, 2021 at 6:30 PM

Council Chamber at Watauga City Hall
7105 Whitley Road, Watauga, Texas

If you are interested, you are invited to attend these meetings. If you wish to provide written comments or documentation to the Commission, please provide such comments or documentation by email: jgarcia@wataugatx.org. If you wish to protest or support this zoning text amendment, please see the attached form. If you have any questions, please contact me at 817-514-5827 or e-mail jgarcia@wataugatx.org.

Sincerely,

A handwritten signature in blue ink that reads 'Jeannette Garcia'.

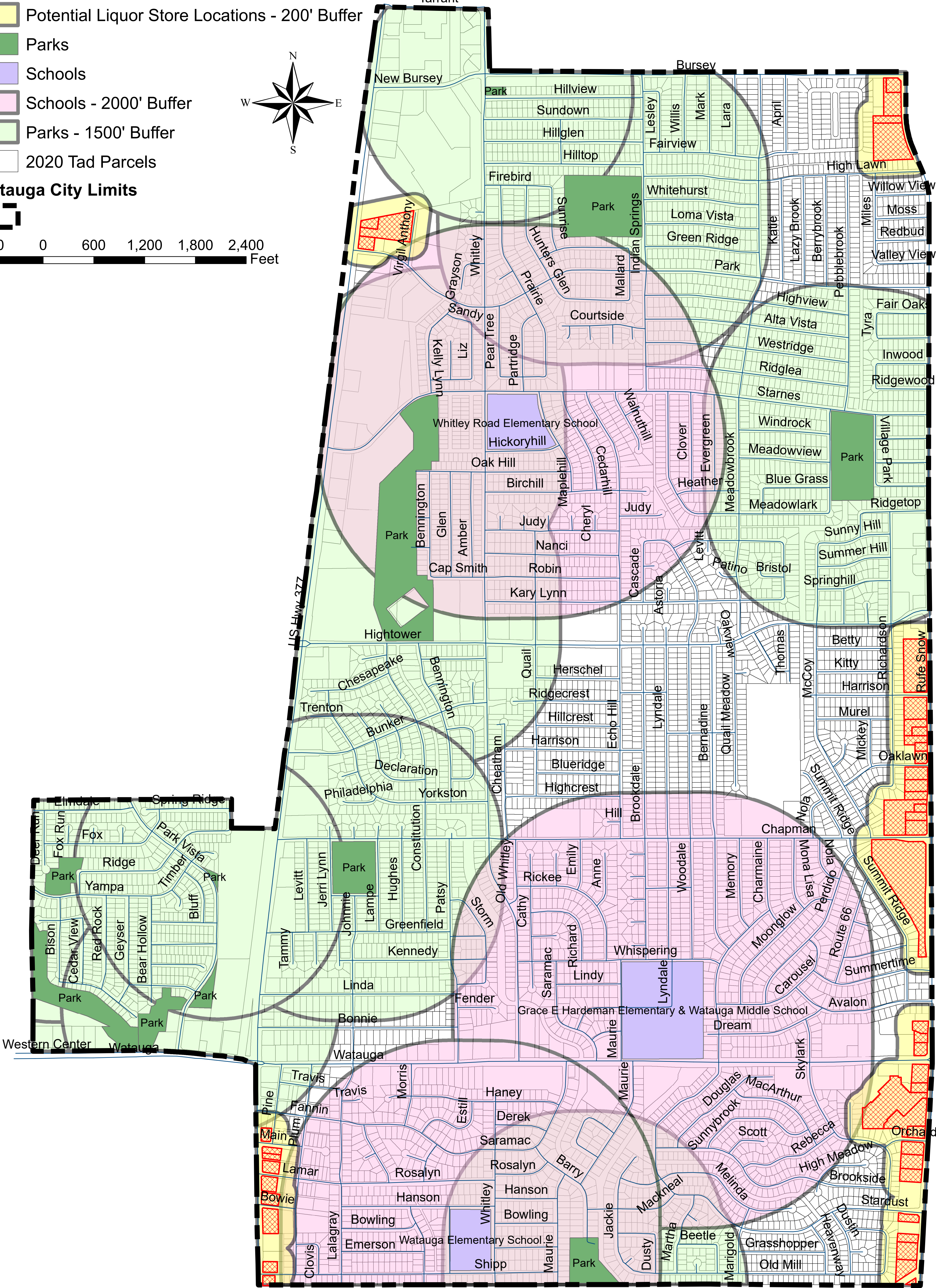
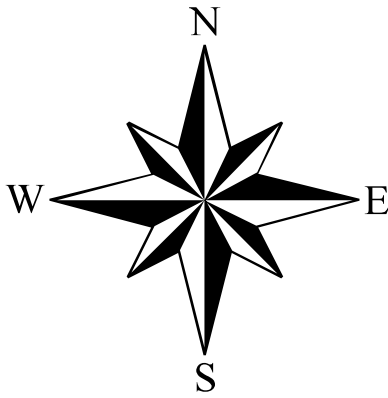
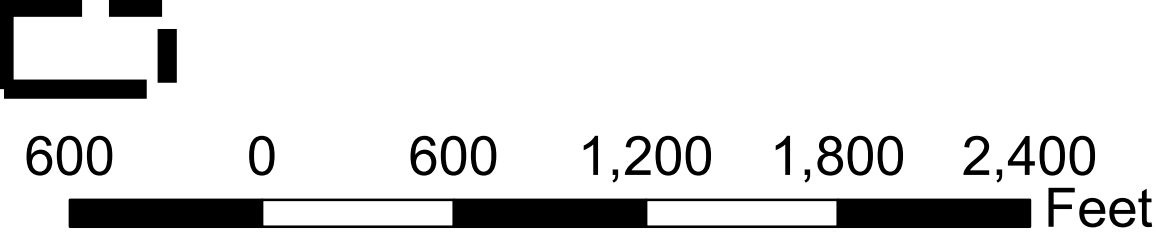
Jeannette Garcia
Planning and Zoning Coordinator

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

Legend

- Potential Liquor Store Locations along Rufe Snow and Hwy 377
- Potential Liquor Store Locations - 200' Buffer
- Parks
- Schools
- Schools - 2000' Buffer
- Parks - 1500' Buffer
- 2020 Tad Parcels

Watauga City Limits



Liquor Store Ordinance - Notification Exhibit



BURGESS & NIPLE
Engineers ■ Planners

Date: 8/2/2021

To: City of Watauga, Texas

From: _____

(Address of Your Property that Could Be Impacted by this Request)

RE: Text amendments to the City's Zoning Ordinance allowing for the location of packaged liquor stores in general business and commercial zoning districts pursuant to a specific use permit; text amendments limiting spacing between packaged liquor stores and spacing of such stores from sensitive land uses and youth-related venues.

☐

I PROTEST THE PROPOSED ZONING AMENDMENT

☐

I SUPPORT THE PROPOSED ZONING AMENDMENT

Basis for your protest/support: _____

Printed Name

Signature

Date

Return to: City of Watauga Development Services
7800 Vigil R. Anthony Sr. Blvd.
Watauga, TX 76148
Email: jgarcia@wataugatx.org

City of Watauga
Development Services
7800 Virgil R. Anthony Sr. Blvd.
Watauga, TX 76148
<http://www.wataugatx.org>

ARTICLE IV. – LIQUOR STORES (Packaged)*

Definitions.

1. *Liquor Store (Packaged).* is an establishment where the primary purpose, based on floor area, is the sale of packaged alcoholic liquor directly to the consumer for consumption off the premises. This use does not include Retail Sales, Tavern/Bar, or Restaurant.
2. *Off Premise.* Away from the property where alcoholic beverages are sold.
3. *State permit.* A permit issued by the (TABC) Texas Alcoholic Beverage Commission for the sale of alcohol.

Permit Required, Permit Fee, and Permit Renewal Fees.

- (a) *Permit required.* It shall be unlawful for any person to manufacture, distill, brew, import, transport, store for purposes of sale, distribute or sell any alcoholic liquor beverages within the City unless such person has obtained a City permit from the office of the City Secretary.
- (b) *Initial permit fee.* After approval by all necessary City departments, the permit application shall be deemed approved, and the City Secretary shall issue a City permit upon payment by the applicant of the initial permit fee. The City initial permit fee shall be equal to one-half (½) of the state fee required by the Texas Alcoholic Beverage Commission of every person that may be issued any state permit or license for the manufacture, distilling, brewing, importing, transporting, storing, distributing or sale of any alcoholic beverage, unless a different fee is allowed or required by state law. No City permit may be issued unless the initial permit fee is received. Please refer to the [Texas Alcoholic Beverage Commission Guide for Tax Assessor-Collectors](#) for a list of State Fees Paid to TABC. For a full listing of the fees or information about which liquor code applies to a type of business, visit [The TABC website](#).
- (c) *Renewal of permits.* All permits shall be renewed annually unless otherwise provided by state law. All permits shall terminate at midnight on the day before the anniversary date of their issuance and no permit shall be issued covering a term longer than one (1) year unless otherwise provided by state law.
- (d) *Annual permit renewal fee.* The City shall require payment of an annual permit renewal fee by all establishments selling alcoholic beverages within the City. The permit renewal fee shall be equal to one-half (½) of the state fee required by the Texas Alcoholic Beverage Commission of every person that may be issued any state permit or license for the manufacture, distilling, brewing, importing, transporting, storing, distributing or sale of any alcoholic beverage, unless a different fee is allowed or required by state law. Please refer to the [Texas Alcoholic Beverage Commission Guide for Tax Assessor-Collectors](#) for a list of State Fees Paid to TABC. For a full listing of the fees or information about which liquor code applies to a type of business, visit [The TABC website](#).
- (e) *Cancellation of permit.* The City Secretary may cancel a permit if a permittee fails to pay the permit renewal fee. The City Secretary shall send notice of such cancellation to the address on file with the permit application.
- (f) *Permit application.* Permit applications shall be kept on file in the City Secretary's office. The City Secretary shall issue a receipt for the initial permit fee and keep a record of the same in the City Secretary's office.

- (g) *Penalty.* A permittee who sells an alcoholic beverage without first having paid the initial permit fee or permit renewal fee under this section commits a misdemeanor punishable by a fine not to exceed five hundred dollars (\$500.00), except as otherwise provided by law or ordinance.

* Section Numbers to be determined.



AGENDA MEMORANDUM

DATE: August 19, 2021

TO: Honorable City Council Members

FROM: Sandra Gibson, Director of Finance

THROUGH: Andrea Gardner, City Manager

SUBJECT: Public Hearing on the proposed ad valorem tax rate of \$0.580400 per \$100 of assessed value for the tax year 2021, comprised of \$0.395445 on each \$100 valuation of property for maintenance and support of the general government and in the amount of \$0.184955 on each \$100 valuation of property for the Interest and Sinking Fund

BACKGROUND/INFORMATION:

This public hearing is provided for input on the proposed tax rate of \$0.580400 per \$100 valuation for the 2021 tax year. The proposed tax rate is a slight decrease from the current tax rate of \$0.580404 per \$100 valuation. Individual taxes may also be affected by a change in property values. The attached publication on the tax rate increase was published in the Star-Telegram as required.

According to Tax Code 26.05(d), "The governing body of a taxing unit other than a school district may not adopt a tax rate that exceeds the lower of the voter-approval tax rate or the no-new-revenue tax rate calculated as provided by this chapter until the governing body has held a public hearing on the proposed tax rate and has otherwise complied with Section 26.06 and Section 26.065." On August 3, 2021, City Council placed a proposal to adopt a property tax rate of \$0.580400 per \$100 assessed valuation on the September 13, 2021 agenda and scheduled a public hearing on that proposed rate for September 13, 2021. This hearing must take place within the boundaries of the City; on a weekday that is not a holiday; and in a public building or, if a public building is not available, in a building normally open to the public. The public hearing must afford adequate opportunity for proponents and opponents of the tax increase to present their views.

The governing body may adopt the tax rate at this hearing. If the governing body does not vote on the proposed tax rate at the public hearing, the governing body must announce at the public hearing the date, time and place of the meeting at which it will vote on the tax rate. Tonight's agenda includes an action item to adopt the tax rate after the budget is adopted.

FINANCIAL IMPLICATIONS:



AGENDA MEMORANDUM

Respectfully recommend the Council allow for public input as posted and advertised.

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Council allow for public input as posted and advertised.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. NOTICE OF PUBLIC HEARING ON TAX INCREASE

REVIEWED BY:

Sandra Gibson, Director of Finance

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/30/2021

Approved - 9/8/2021

Final Approval - 9/8/2021

NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.580400 per \$100 valuation has been proposed by the governing body of City of Watauga.

PROPOSED TAX RATE	\$0.580400 per \$100
NO NEW REVENUE TAX RATE	\$0.552327 per \$100
VOTER APPROVAL RATE	\$0.597593 per \$100

The no-new-revenue tax rate is the tax rate for the 2021 tax year that will raise the same amount of property tax revenue for City of Watauga from the same properties in both the 2020 tax year and the 2021 tax year.

The voter-approval rate is the highest tax rate that City of Watauga may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that City of Watauga is proposing to increase property taxes for the 2021 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON September 13, 2021 at 6:30 p.m. at City Hall, 7105 Whitley Road, Watauga, Texas 76148.

The proposed tax rate is not greater than the voter-approval tax rate. As a result, City of Watauga is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the City Council of the City of Watauga at their offices or by attending the public hearing mentioned above. Visit [Texas.gov/Property Taxes](https://www.texas.gov/Property-Taxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:
Property tax amount= (tax rate) x (taxable value of your property)/100

The members of the governing body voted on the proposal to consider the tax increase as follows:

FOR: Patrick Shelbourne, Place 1, Lovie Downey, Place 3, Andrew Neal, Mayor Pro Tem, Place 4, Juanita King, Place 5, Mark Taylor, Place 6, Jan Hill, Place 7

AGAINST: None

PRESENT and not voting: Arthur Miner, Mayor ABSENT: Tom Snyder, Place 2

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by City of Watauga last year to the taxes proposed to be imposed on the average residence homestead by City of Watauga this year.

	2020	2021	Change
Total tax rate (per \$100 of value)	\$0.580404	\$0.580400	Decrease of \$-0.000004.
Average homestead taxable value	\$160,330	\$173,843	Increase of \$13,513, or 8.43%
Tax on average homestead	\$930.56	\$1,008.98	Increase of \$78.42, or 8.43%
Total tax levy on all properties	\$8,160,080	\$8,571,826	Increase of \$411,746, or 5.05%

For assistance with tax calculations, please contact the tax assessor for City of Watauga at 817-514-5800, or accounting@wataugatx.org, or visit www.wataugatx.org for more information.



AGENDA MEMORANDUM

DATE: August 25, 2021
TO: Honorable City Council Members
FROM: Sandra Gibson, Director of Finance
THROUGH: Andrea Gardner, City Manager
SUBJECT: Public Hearing on proposed changes to the City's user fees and charges for services

BACKGROUND/INFORMATION:

This public hearing is for public input on proposed changes to the City's user fees and charges for services. Local governments have broad authority to implement user fees that reasonably cover the costs of their operations. User fees differ from taxes, which must be authorized by the State Legislature. Municipal fees are defined as a fee for city services paid by an individual to access a service or facility. The City strives to follow the Government Finance Officers Association's recommended practices that state that charges and fees should be reviewed and updated periodically based on factors such as the impact of inflation, other cost increases, the adequacy of the coverage of the costs and current competitive rates.

FINANCIAL IMPLICATIONS:

Respectfully recommend the Council allow for public input as posted and advertised.

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Council allow for public input as posted and advertised.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. August 16th Workshop - Proposed Fee Schedule Changes -
2. NOTICE OF PUBLIC HEARING - FEE CHANGES

REVIEWED BY:

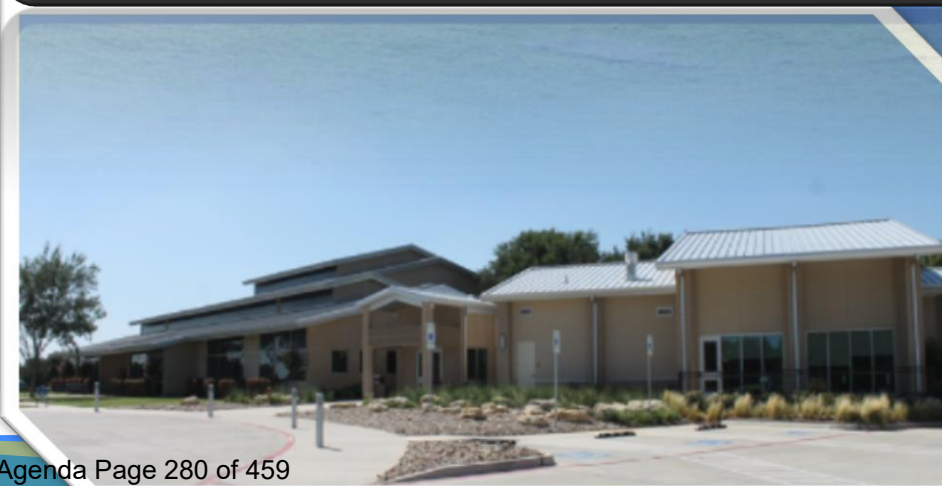
Sandra Gibson, Director of Finance
Caroline Kelley, Attorney
Andrea Gardner, City Manager

Approved - 9/3/2021
Approved - 9/7/2021
Final Approval - 9/8/2021

Approved as to form for inclusion on Agenda

CITY OF WATAUGA, TEXAS

FEE SCHEDULE WORKSHOP - MUNICIPAL SERVICES



Proposed fee changes

Chapter 12 Fee Schedule

City of Watauga Code of Ordinances

Utility Rate Changes to Customers

Rate	Current Fee	Proposed Fee	Annual Impact of Change
Water Base Rate 3% increase base and volume			
Residential and Senior ¼ meter	\$17.70	\$18.23	\$55,000
Commercial varies by meter size			
1"	\$23.96	\$24.68	
1 – ¼ "	\$31.93	\$32.89	
1 – ½	\$65.10	\$67.05	
2"	\$84.56	\$87.10	
3"	\$154.58	\$159.22	
4"	\$256.49	\$264.18	\$110,000
6"/8"	\$653.65	\$673.26	
Water Volume Rate 3% increase	\$5.01/100 cubic feet	\$5.16/100 cubic feet	

Utility Rate Changes to Customers

Rate	Current Fee	Proposed Fee	Annual Impact of Change
Sewer Base Rate 6% increase base & volume			
Residential and Commercial	\$19.36	\$20.52	\$115,000
Sewer Treatment Volume Rate	\$2.99/100	\$3.17/100	\$90,000

Consumption - Residential 6000 GALLONS			802 CUFT	
	Current		3% INCREASE IN WATER, 6% INCREASE SEWER	
	Current Rate	Senior Current Bill	Residential Current Bill	
	Water Base - Residential	17.70	17.70	
	Water Base - Senior	17.70	17.70	
	Consumption - Residential	5.01	26.80	
	Consumption - Senior	5.01	26.80	
	Sewer Base - Residential	19.36	19.36	
	Sewer Base - Senior	19.36	19.36	
	Sewer Usage - Residential	2.99	23.98	
	Sewer Usage - Senior	2.99	23.98	
Senior Discount		-10		
Total Due:		77.84	87.84	
Senior rate vs Residential rate difference:		-10.00		
			Residential Total:	91.78
			Less Senior Discount:	-10.00
			Senior Total	81.78
			PROPOSED RATE VS CURRENT RATE	
			Residential Difference:	3.94
			Senior Difference	3.94
			4.5% increase	

Administrative Fees

Administrative Section

Fee Type	Current Fee/Proposed	Annual Impact
Business Registration - New	\$0/\$15.00	\$500.00
Business Registration – Renewal (annual)	\$0/\$10.00	\$3,600
Convenience Fee (\$1.25 to Tyler Technologies)	\$1.75/\$2.25	\$30,000

Building and Development Related Proposed Fee changes

Building & Development Fee Change Summary

Fee Type	Current Fee/Proposed Fee	Annual Impact of Change
Single Family Rental Fee	\$125/\$150	\$40,000
Single Family Rental – early move in	\$100/\$150	\$1,500
Construction investigation fee – work without a permit	various/\$200	\$2,000
Residential Plan Review	25% of permit fee	N/A
Building/Structure move or relocate	Cost/not less than \$200	N/A
Contractor Fence Registration	\$100/\$100	N/A
Contractor General Registration	\$100/\$100	N/A
Temporary Power pole fee	\$15/\$25	\$1,300
Carport permit fees (residential)	\$200	N/A
Carport permit fees (commercial)	Various/not less than \$350	N/A
Electrical permit issuance	\$60/\$70	\$600

Building & Development Fee Change Summary

Fee Type	Current Fee/New Fee	Annual Impact of Change
Private swimming pools – electrical (in ground and above ground)	\$75/\$175	\$3,000
Signs – CEVMS type signs (electrical permit)	N/A/\$100	\$500
Solar System panels up to 25 /up to 40/41+ each panel box upgrade	N/A/\$375/\$475/\$800 N/A/\$180	N/A – move from valuation table
Plumbing Permit issuance	\$60/\$70	\$2,500
Plumbing permits – residential lawn sprinkler & plan review	\$75/\$130	\$825.00
Commercial lawn sprinkler system and plan review	N/A/\$200	\$600.00
Backflow protective device 2”	\$20/\$40	
Backflow protective device +2”	\$40/\$80	
Annual Backflow Testing	\$45/\$60	

Building & Development Fee Change Summary

Fee Type	Current Fee/New Fee	Annual Impact of Change
Mechanical Permit issuance fee	\$60/\$70	\$1,200
Application for temporary power	\$40/\$70	\$600
Water Service Connection Fees		
2" Meter	\$550/\$700	nominal
3" Meter	\$1,350/\$1,400	nominal
4" Meter	\$1,775/\$1,900	nominal
Zoning Fees		
Text amendment fee	N/A/\$600.00	\$3,000

Parks and Recreation Proposed Fee Changes

Parks & Recreation Fee Changes

Name of Fee	Current Fee	Proposed Fee	Annual Impact of Change
Summer Recreation Program Fees – delete rates/program provided by vendor			
- Annual Registration Fee			(\$5,500) Offset by decrease in summer staff & program expenses
Resident/Non-resident	\$30/\$30	Delete	
- Fee for One Child (weekly)			
Resident/Non-resident	\$120/\$135	Delete	
- Fee for Two Children (weekly)			
Resident/Non-resident	\$140/\$155	Delete	
- Fee for Three Children (weekly)			
Resident/Non-resident	\$170/\$185	Delete	
- Fee for Four Children (weekly)			
Resident/Non-resident	\$200/\$215	Delete	

Parks & Recreation Fee Changes

Name of Fee	Current Fee	Proposed Fee	Annual Impact of Change
-------------	-------------	--------------	-------------------------

Preschool Program Fees – delete

-Time for Tots Preschool Fees (monthly)			(\$2,500) Offset by salary savings
Resident/Non-resident	\$100/\$100	delete	
-Tiny Tots Preschool Fees (monthly)			
Resident/Non-resident	\$75.00/\$75	Delete	

Parks & Recreation Fee Changes

Name of Fee	Current Fee	Proposed Fee	Annual Impact of Change
-------------	-------------	--------------	-------------------------

Program Fees – Classes delete

-Classes

Fee set by instructor

30%

delete

Nominal

League Fees

Resident/Non-resident

Based on
area user
fees

20%

Parks & Recreation Fee Changes

Name of Fee	Current Fee	Proposed Fee	Annual Impact of Change
Facility Rental Fees (hourly)			
- Multi-Purpose Room A			\$1,000-\$3,000
Resident/Non-resident	N/A	\$50/\$60	
- Active Adult Center Room			
Resident/Non-resident	N/A	\$75/\$85	

Parks & Recreation Fee Changes

Name of Fee	Current Fee	Proposed Fee	Annual Impact of Change
Park Rentals			
- Cabana rental deposit – splashpad			\$>>>>>>
Resident/Non-resident	\$150/\$150*	\$30/\$30	
- Field Rentals (hourly)			
Resident/Non-resident	\$20/\$20**	\$25/\$35	

**correction*

***corrected from \$50/\$60 due to ordinance change not yet codified.*

Fire/EMS fees

Name of Fee	Current Fee	Proposed Fee	Annual Impact of Change
EMS fees set by Resolution – incorporate into fee schedule and set medication fee by supplier cost as needed.			
Additional Supplies – airway management	N/A	\$112.80	TBD
IV Therapy	N/A	\$309.60	TBD
EKG Interpretation	N/A	\$312.00	TBD
Emergency Rate	N/A	\$112.80	TBD
Pulse Oximeter	N/A	\$113.40	TBD

Utilities Proposed Fee Changes

Utilities Fee Changes

Name of Fee	Current Fee	Proposed Fee	Annual Impact of Change
Utility Billing Fee List			
Meter Swap Demand (meter<7 years)	\$0.00	\$100.00	\$500
Return Trip	\$15.00	\$20.00	\$90

Next steps

Ordinance Fee Schedule Updates

Public Hearing –September 13

Ordinance approving amendments to fee schedules
–September 13th



Direction

Questions

Comments





NOTICE OF PUBLIC HEARING

**WATAUGA CITY COUNCIL
CITY HALL COUNCIL CHAMBER
7105 WHITLEY ROAD, WATAGUA, TEXAS 76148
MONDAY, SEPTEMBER 13, 2021
6:30 P.M.**

Notice is hereby given that the Watauga City Council will hold a Public Hearing on the proposed changes to the City's user fees and charges on September 13, 2021, during the Council Meeting which begins at 6:30 p.m. in the Council Chambers at City Hall, 7105 Whitley Road, Watauga, Texas, 76148.

The City Council will consider the adoption of new fees and/or changes to fees designed to recoup all or a portion of costs associated with specific services to include Water and Wastewater charges, permits, licenses, registration, building and development fees, parks and recreation fees, emergency management services (ambulance) fees, and other administrative fees. A detailed listing of these proposed changes can be found on the City's website, www.cowtx.org.

I, Raquel Guajardo, City Secretary for the City of Watauga, Texas, hereby certify that this notice was posted on the official bulletin board at City Hall, 7105 Whitley Road, Watauga, Texas 76148, and on the City's website on August 27, 2021.

/s/ Raquel Guajardo
Raquel Guajardo, Deputy City Secretary



AGENDA MEMORANDUM

DATE: August 30, 2021

TO: Honorable City Council Members

FROM: Marcia Reyna, Human Resources and Civil Service Director

THROUGH: Arthur Miner, Mayor

SUBJECT: Discuss and consider action to appoint an interim City Secretary

BACKGROUND/INFORMATION:

The City of Watauga is currently recruiting for the position of City Secretary. Terri Johnson served as interim City Secretary for the City of Watauga from April 2019 - July 2019 when a vacancy in the position existed. Terri Johnson is an experienced City Secretary with over 40 years of experience in local government and is recommended for the interim role. Ms. Johnson will be hired as a contractor through Texas First Group.

FINANCIAL IMPLICATIONS:

As approved in the budget.

RECOMMENDATION/ACTION DESIRED:

Staff requests that the City Council appoint Terri Johnson as interim City Secretary until a permanent City Secretary is hired.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Andrea Gardner, City Manager

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/30/2021

Approved - 9/3/2021

Final Approval - 9/3/2021



AGENDA MEMORANDUM

DATE: May 25, 2021

TO: Honorable City Council Members

FROM: Andrea Gardner, City Manager

THROUGH: Samantha Ortega, CSO
Marcia Reyna, Human Resources and Civil Service Director

SUBJECT: Consider action on a resolution to adopt a Records Management Program to include the Texas Library and Archives Commission Records Retention Schedules

BACKGROUND/INFORMATION:

On July 8, 2019, the City Council adopted an ordinance no. 2019-004 amending Chapter 2, Article VI, Division 2, Records Management Program. Section 2-289 of the Ordinance requires the adoption of the Departmental Control Schedules by the City Council upon approval of the department head.

The attached Records Management Program provides policies and procedures which cover the maintenance and destruction of City records. The Program includes Records Retention schedules created by the Texas State Library and Archives Commission in accordance with Government Code, Section 441.158.

FINANCIAL IMPLICATIONS:

Records destruction costs are budgeted along with any technology used in records retention.

RECOMMENDATION/ACTION DESIRED:

City staff respectfully recommends the City Council approve Resolution No. 2021-044, approving a Records Management Program for the City of Watauga.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Designation of RMO 6.17.19
2. DRAFT Resolution Records Management Program
3. Exhibit A - Records Management Program - Final Draft

REVIEWED BY:

Samantha Ortega, CSO



AGENDA MEMORANDUM

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda



SLRM
STATE AND LOCAL
RECORDS
MANAGEMENT

Designation of Local Government Records Management Officer

Purpose: The purpose of this form is to notify the Texas State Library and Archives Commission of a change in Records Management Officer (RMO).

Instructions: Elected officials complete Section One **only**; all other local governments complete Section Two **only**.

Section 1 Elected County Officials **ONLY**

1. County: _____
2. Title of Office: _____
3. Name of Officeholder: _____
4. Address: _____
5. City: _____ ZIP code: _____
6. Telephone: _____
7. Email address (optional): _____

☐ Please subscribe this email address to *The Texas Record* blog for news and training information.

Signature _____ Date: _____

Section 2 All Other Local Government Offices

Before filling out this form, consult the Records Management policy/order/ordinance ("policy") approved by your governing body. If the position of the RMO has changed, or if the policy names an individual who is no longer serving as RMO, a new policy must be filed along with this form.

1. Government: City of Watauga
2. Position Designated in Policy: City Secretary
3. Individual's Name: Andrea Gardner
4. Address: 7105 Whitley Rd
5. City: Watauga ZIP code: 76148
6. Telephone: 817-514-4521
7. Email address (optional): agardner@cowtx.org

☒ Please subscribe this email address to *The Texas Record* blog for news and training information.

Signature Andrea Gardner Date: 06/17/2019

Please return original, signed form within 30 days of RMO change to:

State and Local Records Management Division
Texas State Library and Archives Commission
P.O. Box 12927
Austin, TX 78711-2927

**CITY OF WATAUGA, TEXAS
RESOLUTION NO. 2021-044**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY
OF WATAUGA, TEXAS APPROVING THE RECORDS
MANAGEMENT PROGRAM; PROVIDING FOR REPEAL;
PROVIDING FOR SEVERABILITY; PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, the City wishes establish a Records Management Program which outlines policies and procedures for maintaining and destroying City records as required by City Ordinance 2019-004; and

WHEREAS, the Records Management Program will be a valued resource for the City to aid in the construction of a well-informed Records Liaison team and a proactive approach to care and maintain City records; and

WHEREAS, the City's Records Management Program incorporates the Texas Library and Archives Commissions Records Retention Schedules; and

WHEREAS, the City Secretary's Office (CSO) and the CSO Records Clerk will work with all city departments to provide training and implement policies and procedures.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS AS FOLLOWS:

I.

The City Council of the City of Watauga hereby finds that the statements set forth in the recitals of this Resolution are true and correct and hereby incorporates such recitals as a part of this Resolution.

II.

Records Management Program as set forth in Exhibit "A" attached hereto and incorporated by reference, is hereby adopted.

III.

This Resolution shall be and is hereby cumulative of all other Resolutions of the City of Watauga, Texas, and this Resolution shall not operate to repeal or affect any such other Resolutions except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Resolution, in which event, such conflicting provisions, if any, in such other Resolutions are hereby repealed.

IV.

If any section, sub-section, sentence, clause, or phrase of this Resolution shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of the Resolution.

V.

This Resolution shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Section 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the ____ day of ____, 2021.

APPROVED:

ARTHUR L. MINER, Mayor

ATTEST:

ANDREA GARDNER, City Secretary

APPROVED AS TO FORM AND LEGALITY:

CAROLINE KELLEY, City Attorney



RECORDS MANAGEMENT PROGRAM

Policies & Procedures

Prepared by:

Samantha Ortega

CSO Records Clerk

Approved by RMO: Andrea Gardner City Manager/City Secretary

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City Staff



Andrea Gardner

**City Manager/City Secretary/ Records
Management Officer (RMO)**

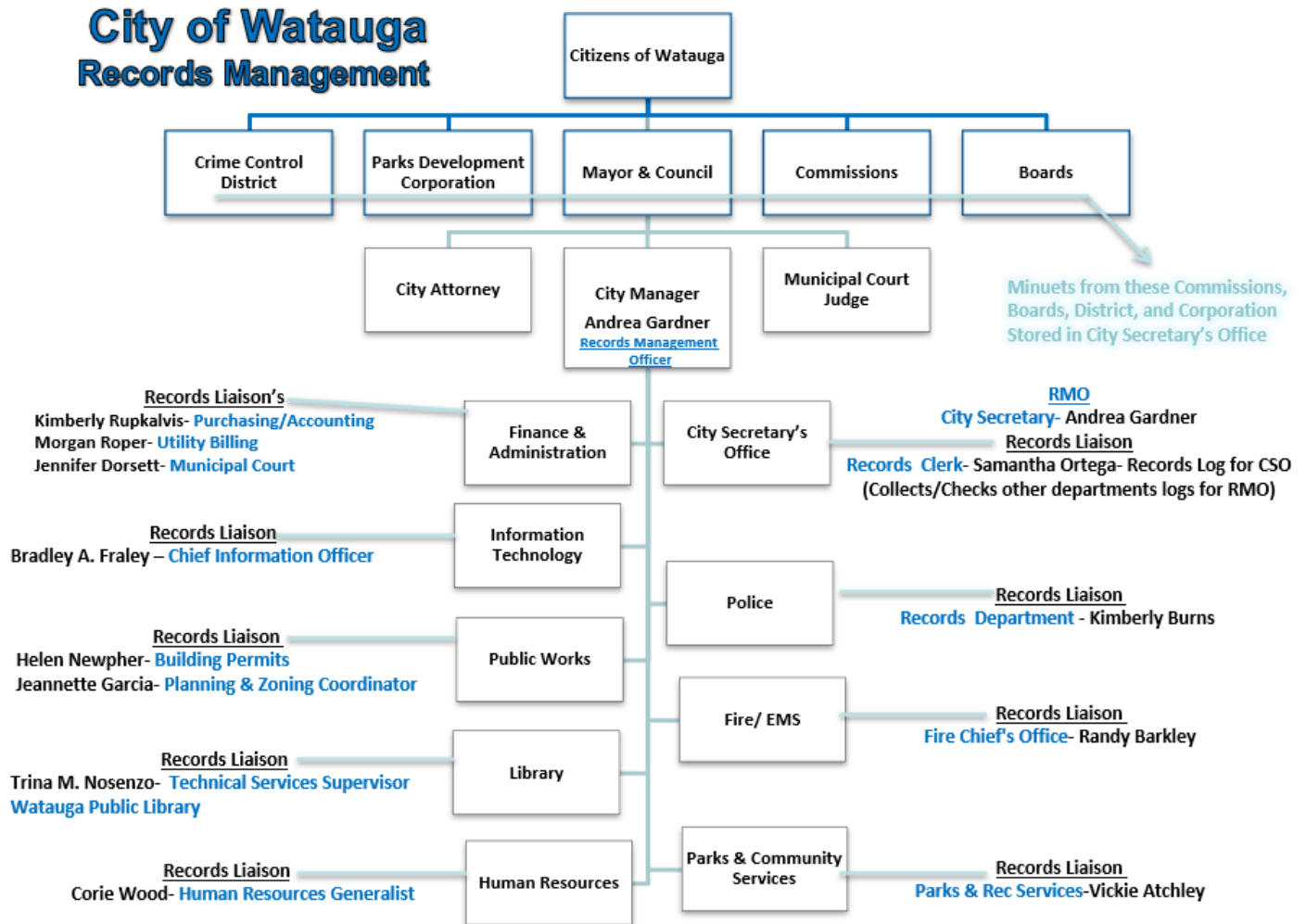


Samantha Ortega

CSO Records Clerk



Organizational Chart of Management



Vision Statement and Objectives

Vision Statement:

The CSO (City Secretary's Office) Records management program will be a valued records management resource for the City of Watauga and will aid in the construction of a well-informed, enthusiastic, and proactive Records liaison team to maintain and care for city records.

Why do we manage records?

Laws:

- Public Information Act
- Open Meetings Act
- Local Government Records Act
- Watauga's Record Management Program Ordinance NO. 2019-004

Objectives

- Complete inventory of all records.
 - Determine who will manage the process and records.
 - Create a Records Management Program that includes operating procedures.
 - Present the Records Retention Schedules to City Council for approval
 - **Form SLR 508 (Declaration of Compliance) Filed with the State that the city has adopted the Texas State Library and Archives Commission (TSLAC) Retention Schedules**
-

Acknowledgement, References and Strategic Initiatives

Acknowledgements

- Content from the Texas State Libraries and Archives Commission (TSLAC) State and Local Records Management Division.
- Content provided by Holly Dolan - Department of Technology Services for Denton County, Texas as a provided reference material.

References

1. Local Government Code §201.003(8)(A)
2. TSLAC Records Retention Schedules for State Agencies. *Explanation of terms.* <https://www.tsl.texas.gov/slr/recordspubs/rrs4.html>
3. Holly Dolan- Department of Technology Services for Denton County, Texas. *Vision statement, template for storage and disposition policy.*

Strategic Initiatives

1. Implement policies and procedures by having the CSO Records Clerk provide training to records liaisons and apply the policies at the department level.
2. Continue to work with each department records liaison to determine the best way to store and manage your records.
3. Continue to maintain and audit the records management program.
4. Create a disaster recovery plan:
 - Accidents and natural disasters happen. A disaster recovery plan in place will help eliminate any issues in case of a natural disaster, fire, or flood.



Records Management Program

Records Management Program and Policies

Referenced: [ORDINANCE NO. 2019-004 sec. 2-286](#)

Status: Pending

Revision #: 1

Date Last Updated: 09/13/2021

Purpose:

City records are important assets and must be managed to ensure their protection and accessibility.

The purpose of this plan is to establish eligibility requirements and guidelines for records management throughout the City of Watauga. This program ensures Records Management provides efficient, complaint, and uniform service to all city employees.

Scope:

The plan applies to all city employees. Each city employee is responsible for protecting city records and assuring the authenticity, utility, integrity, confidentiality, and availability of city records, from creation to disposition.

Policy Program:

The City of Watauga's Records are under direct control and supervision of the City Secretary/Records Management Officer (RMO). The RMO is responsible for adopting and updating a Records Management Program along with policies and procedures. (See [ORDINANCE NO. 2019-004 sec. 2-286](#))

1. The RMO is responsible for creating, as well as, adopting and amending Record Retention schedules and has adopted the Texas State Library and Archives Commissions records retention control schedules. (See [policy CSO-RM-00 & Form SLR 508 \(Declaration of Compliance\) Filed with TSLAC](#))
2. The RMO is responsible for appointing Record Liaisons to help with the care, custody, and disposition of records. (See [Policy CSO-RM-001 and Procedures SOP RM-001](#))

3. The RMO is responsible for keeping track of city records through inventory logs to determine a records retention. ([see Policy CSO-RM-002 and Procedures SOP-RM-002](#))
4. The RMO is responsible for determining a policy for navigating the storage of text messages. ([See Policy RM-004](#))
5. City Secretary staff must adhere to the eligibility requirements established by the RMO. When processing requests for storage or destruction services. ([See Policy CSO-RM-003 and Procedures SOP-RM-003](#))
6. As events warrant, specific records or record series may be selected for audit, requested per the Public Information Act, held per a litigation hold notice, or involved in another action. When a record is involved in an action, disposition activity for that record will cease until the action is complete.
7. In the event that a function of the city ceases, the supervising office takes responsibility for the records of the ceased function. Records must be accessible throughout the full retention period, and records must be retained and disposed according to the LGRS.
8. Records stored in Electronic Repository or approved city electronic format will be maintained, and retained, and disposition will be initiated by the records owners or administrators. Database administrators assume the responsibility for maintaining the integrity of the records in the system by ensuring the system meets the technical requirements set forth by the State of Texas in [State Agency Bulletin Number One: Electronic Records Standards and Procedures](#). ([See Policy CSO-RM-005](#))



Retention Schedules

Document Number: CSO-RM-00

Revision #: 1

Status: Pending

Reference: ORDINANCE NO.2019-004 Sec. 2-289

Date Last Updated: 08/19/2021

Purpose:

City records are important assets and must be managed to ensure their protection and accessibility. The purpose of this policy is to establish a policy for the City of Watauga's use of Texas State Library and Archives Commission Retention Schedules.

Scope:

The Policy applies to all city employees. Each employee is responsible for protecting city records and assuring the authenticity, utility, Integrity, confidentiality, and availability of city records, from creation to disposition.

Policy:

The City of Watauga's Records are under direct control and supervision of the City Secretary/Records Management Officer (RMO). The RMO is responsible for the care, custody, and disposition of records. The RMO is responsible for creating, adopting, and amending Record Retention schedules. (See [ORDINANCE NO. 2019-004, Sec. 2-289](#)).

1. The RMO is also responsible for the implementation of records control schedules. The RMO has adopted the Texas State Library and Archives Commission's Local Retention Schedules. The RMO also filed [Form SLR 508 \(Declaration of Compliance\) Filed with TSLAC](#) to adopt these schedules. (See [ORDINANCE NO. 2019-004, Section Sec. 2-290](#)).
- **GR: Records Common to All Local Governments**
 - **EL: Records of Elections and Voter Registration**
 - **LC: Records of Justice and Municipal Courts**
 - **PW: Records of Public Works and other Government Services**
 - **UT: Records of Utility Services**
 - **[PS: Records of Public Safety Agencies \(Police, Fire, EMS, ME, etc.\)](#)**
 - **HR: Records of Public Health Agencies**
 - **SD: Records of Public-School Districts**
 - **TX: Records of Property Taxation**
 - **Added Policy Retention Amendments per RMO (to be added as amendments are made.)**

[Local Government Retention Schedules \(LGRS\)](#), as certified by the Texas State Library and Archives Commission (TSLAC) City Secretary's Office, is the official department for policies referring to retaining and disposing of city records and the City Secretary is our Official RMO. (See [ORDINANCE NO. 2019-004, Sections. Sec. 2-285 & State Agency Bulletin Number Four: State Records Management Laws](#))

2. The current certified [LGRS](#), as well as related forms and information, is available on the CSO Records Management Intranet page. Previous versions of the [LGRS](#) are not valid and should be discarded. The [LGRS](#) applies to all city records, regardless of format. [ORDINANCE NO. 2019-004, Sec. 2-289](#).
3. In the event of conflicting retention periods within the [LGRS](#), such as when a record serves more than one function or when multiple records are gathered to serve a single function, default to the longest retention period.
 - Each records control schedule shall be monitored and [amended](#) as needed by the Records Management Officer on a regular basis to ensure that it is in compliance with records retention schedules issued by the state and that it continues to reflect the recordkeeping procedures and needs of the department and the records management program of the City of Watauga.
4. The LGRS is a dynamic document designed to accommodate the changing functions of the city. All records, regardless of format, must correspond to a record series on the Local Government Retention Schedules listed above unless another sub policy is established by the RMO outlining further retention guidelines. Employees should notify the records manager of any records that do not appear to fit within the Local Government Retention Schedules, or of any existing records series that need to be revised.
5. As events warrant, specific records or record series may be selected for audit, requested per the Public Information Act, held per a litigation hold notice, or involved in another action. When a record is involved in an action, disposition activity for that record will cease until the action is complete.
6. If a function of the city ceases, the supervising office takes responsibility for the records of the ceased function. Records must be accessible throughout the full retention period, and records must be retained and disposed according to the LGRS.
7. Records stored in Electronic Repository or approved city electronic format will be maintained, and retained, and disposition will be initiated by the records owners or administrators. Database administrators assume the responsibility for maintaining the integrity of the records in the system by ensuring the system meets the technical requirements set forth by the State of Texas in State Agency Bulletin Number One: Electronic Records Standards and Procedures. ([See Policy CSO-RM-005](#))

TSLAC Retention Schedules



Local Government Retention Schedules Adopted by Form SLR 508- Declaration of Compliance (found on TSLAC's Web page or the CSO intranet site Click PDF Link to see full Schedule list with retentions)

- **GR: Records Common to All Local Governments**
 - i. *Revised Fifth Edition - Effective April 17, 2016*
 - ii. Formats: [Word](#) | [PDF](#) | [Webpage](#)
 - 1. Part 1: Administrative Records
 - 2. Part 2: Financial Records
 - 3. Part 3: Personnel and Payroll Records
 - 4. Part 4: Support Services Records
 - 5. Part 5: Information Technology Records
 - **EL: Records of Elections and Voter Registration**
 - i. *Fourth Edition - Effective September 18, 2020*
 - ii. Formats: [Word](#) | [PDF](#) | [Webpage](#)
 - 1. Part 1: Election Records
 - 2. Part 2: Records of Candidacy and Campaign Finance
 - 3. Part 3: Voter Registration Records
 - **LC: Records of Justice and Municipal Courts**
 - i. *Revised Third Edition - Effective March 25, 2019*
 - ii. Formats: [Word](#) | [PDF](#) | [Webpage](#)
 - 1. Part 1: Civil and Criminal Records
 - 2. Part 2: Inquest Records
 - 3. Part 3: Vital Statistics Records
 - 4. Part 4: Miscellaneous Records
 - 5. Part 5: Juvenile Records
 - **HR: Records of Public Health Agencies**
 - i. Formats: [Word](#) | [PDF](#) | [Webpage](#)
 - ii. *Second Edition - Effective April 3, 2011*
 - 1. Part 1: Records Common to Public Health Agencies
-

- 2. Part 2: Records of Local Public Health Authorities
 - 3. Part 3: Records of Local Public Hospitals
 - 4. Part 4: County Indigent Health Care Records
 - 5. Part 5: Animal Control and Health Records
 - 6. Part 6: Records of the County Inspector of Hides and Animals
 - **PW: Records of Public Works and other Government Services**
 - i. *Second Edition - Effective April 3, 2011*
 - ii. Formats: [Word](#) | [PDF](#) | [Webpage](#)
 - 1. Part 1: General Records
 - 2. Part 2: Planning and Zoning Records
 - 3. Part 3: Building Permit and Inspection Records
 - 4. Part 4: Public Transportation and Engineering Records
 - 5. Part 5: Soil and Water Conservation Records
 - 6. Part 6: Agriculture Extension Agent Records
 - 7. Part 7: Environmental Hazards Records
 - 8. Part 8: Weights and Measures Records
 - 9. Part 9: Library and Museum Records
 - 10. Part 10: Parks and Recreation Records
 - 11. Part 11: Zoo Records
 - 12. Part 12: Public Broadcasting Records
 - 13. Part 13: Social Services Records
 - 14. Part 14: Veterans Service Officer Records
 - 15. Part 15: Gaming Records
 - 16. Part 16: Cemetery Records
 - 17. Part 17: County Historical Commission Records
 - 18. Part 18: Miscellaneous Records
 - **UT: Records of Utility Services**
 - i. Formats: [Word](#) | [PDF](#) | [Webpage](#)
 - ii. *Second Edition - Effective April 3, 2011*
 - 1. Part 1: General Records
 - 2. Part 2: Water and Wastewater
 - 3. Part 3: Solid Waste and Hazardous Waste Management Records
 - 4. Part 4: Electric Utility Records
 - 5. Part 5: Gas Utility Records
 - **PS: Records of Public Safety Agencies (Police, Fire, EMS, ME, etc.)**
 - i. *Revised Fourth Edition - Effective March 25, 2019*
 - ii. Formats: [Word](#) | [PDF](#) | [Webpage](#)
 - 1. Part 1: Records Common to Public Safety Agencies
 - 2. Part 2: Law Enforcement Records
 - 3. Part 3: Records of County Medical Examiners
 - 4. Part 4: Records of Fire Fighting and Emergency Medical Service Agencies
 - 5. Part 5: Records of Community Supervision and Corrections (Adult Probation) Departments
 - 6. Part 6: Records of County, District and Criminal District Attorneys
 - **TX: Records of Property Taxation**
 - i. Formats: [Word](#) | [PDF](#) | [Webpage](#)
 - ii. *Third Edition - Effective April 3, 2011*
 - 1. Part 1: Appraisal Records
 - 2. Part 2: Property Tax Collection Records
-

3. Part 3: Motor Vehicle and Boat Licensing and Registration Records
4. Part 4: Liquor Licensing Records
5. Part 5: Occupation Tax Records
6. Part 6: Miscellaneous Records of County Tax Assessor-Collectors
7. Appendix

- **SD: Records of Public School Districts**

- i. *Third Edition - Effective May 23, 2018*
- ii. Formats: [Word](#) | [PDF](#) | [Webpage](#)
 1. Part 1: Student Academic Records
 2. Part 2: Family Educational Rights and Privacy Act Records
 3. Part 3: Records of Special Populations and Services
 4. Part 4: Attendance Records
 5. Part 5: Student Health Records
 6. Part 6: Instruction and Grade Reporting Records
 7. Part 7: Discipline and Counseling Records
 8. Part 8: Adult and Vocational Education Records
 9. Part 9: Drivers Education Records
 10. Part 10: Accreditation Records
 11. Part 11: Food Service Records
 12. Part 12: Textbook Records
 13. Part 13: Transportation Records
 14. Part 14: School Safety Records
 15. Part 15: Financial Records
 16. Part 16: Personnel and Staffing Records
 17. Part 17: Miscellaneous Reports and Surveys
 18. Part 18: Miscellaneous Records
 19. Part 19: Library Records

- **Added Policy Retention Amendments per RMO (to be added as amendments are made.)**
 - i. [Documentation of Amendments](#) to Local Government Retention Schedule

Form SLR 508 (Declaration of Compliance) Filed with TSLAC that the city has adopted the Texas State Library and Archives Commission (TSLAC) Retention Schedules



Form SLR 508 – Declaration of Compliance with the Records Scheduling Requirement of the Local Government Records Act

Part 1: Contact Information

Name of Local Government: City of Watauga

Mailing Address: 7105 Whitley Road

City: Watauga

ZIP code: 76148

Part 2: Local Government Certification

As records management officer for the local government named, I hereby declare records control schedules have been prepared for all records as required by Local Gov. Code §203.041(a) for use in our records management program. I certify that the schedules:

- Comply with the minimum requirements established on records retention schedules issued by the Texas State Library and Archives Commission (as checked below), including retention periods; and
- No retention period on the records control schedules is less than a retention period prescribed by a state or federal law, regulation, or rule of court.

As records management officer, I understand that I shall:

- Assist in establishing and developing policies and procedures for the records management program for the local government;
- Ensure compliance with other duties of records management officer pursuant to Local Gov. Code, §203.023;
- Ensure compliance with Electronic Standards and Procedures, 13 TAC 7, pursuant to Local Gov. Code, §205.002; and
- Ensure compliance with Microfilming Standards and Procedures, 13 TAC 7, pursuant to Local Gov. Code, §204.002.

I declare that this local government will comply with the retention schedule:

☒ Schedule GR (Records Common to All Governments)

I declare compliance with the following additional retention schedules issued by the commission:

(check all that apply):

- | | |
|---|--|
| ☐ Schedule CC (Records of County Clerks) | ☒ Schedule PS (Records of Public Safety Agencies) |
| ☐ Schedule DC (Records of District Clerks) | ☒ Schedule PW (Records of Public Works and Services) |
| ☒ Schedule EL (Records of Elections and Voter Registration) | ☒ Schedule SD (Records of Public School Districts) |
| ☒ Schedule HR (Records of Public Health Agencies) | ☒ Schedule TX (Records of Property Taxation) |
| ☐ Schedule JC (Records of Public Junior Colleges) | ☒ Schedule UT (Records of Utility Services) |
| ☒ Schedule LC (Records of Justice and Municipal Courts) | |

RMO Name and Title: Andrea Gardner City Secretary

RMO Signature: Andrea Gardner

Date: 6/22/2021

Part 3: Acceptance by Texas State Library and Archives Commission (internal use only)

This Declaration of Compliance has:

- ☒ been accepted for filing pursuant to Local Gov. Code §203.041(a)(2). A record appearing on a valid records control schedule may be disposed of at the expiration of its retention period without additional notice to the director and librarian as described in §202.001(a)(1), subject to the provisions of §203.041(d).
- ☐ been accepted for filing subject to the conditions stated in the accompanying letter.

Name and Title: Megan Carey, RMA Manager

Signature: Megan Carey

Date: 07/29/2021



Appointing a Records Liaison

Document Number: CSO-RM-001

Revision #: 1

Status: Pending

Reference: ORDINANCE NO.2019-004 Sec. 2-286

Date Last Updated: 09/13/2021

Purpose:

To ensure Department Heads assign Records Liaison have an established procedure to care for records for the required retention.

Scope:

This policy applies to all Department Heads and all custodian of records within the City of Watauga. If you have any questions, please refer to the City Secretary's Office and [ORDINANCE NO. 2019-004 Sec. 2-888 & Sec. 2-286](#).

Policy:

Each Department Head/Manager shall designate one or more members of their staff to serve as Records Liaison Officers.

In the event of the resignation, retirement, dismissal, or removal of a Records Liaison Officer, the Department Head/ Manager shall designate another person to fill the vacancy.

A Department Head may serve as Records Liaison Officer for their own department or office. The RMO has implemented a form to be submitted to the City Secretary's Office acknowledging who is assigned the Department's Record Liaison. A new form will be submitted in the event of a change in liaison. The Department Head has 30 days to submit the form **RM 001-1** to reflect the change in liaison.



SOP-RM-001 Appointing a Records Liaison

STANDARD OPERATING PROCEDURE (SOP)		
CITY OF WATAUGA	NUMBER	SOP-RM-001
SUBJECT: APPOINTING A RECORDS LIAISON	PAGES	3
PREPARED BY: CITY SECRETARY'S OFFICE	EFFECTIVE DATE	09/13/2021

APPLICABILITY:

This policy applies to all Department Heads and all custodian of records within the City of Watauga. If you have any questions, please refer to the City Secretary's Office and [ORDINANCE NO. 2019-004 Sec. 2-888 & Sec. 2-286](#).

PURPOSE:

To ensure all Department Head staff and records liaisons understand the procedure to follow as it pertains to assigning a custodian of records to care for the departments of records to their full retention.

DEFINITION:

Records liaison officers: Those responsible for coordinating records matters in particular offices, records liaison officers provide records management officer (RMO) with much of the information and support needed to develop and implement the program.

Record: A record is any document in any format created or received by a government employee in the transaction of public business. This means that records in your department any include papers, E-mail correspondence, photographs, video, social media posts, or any number of digital file types.

PROCEDURE:

1. Department Heads Designation of Liaisons

Each Department Head/Manager shall designate one or more members of their staff to serve as Records Liaison Officers.

In the event of the resignation, retirement, dismissal, or removal of a Records Liaison Officer, the Department Head/ Manager shall designate another person to fill the vacancy within 30 days.

A Department Head may serve as Records Liaison Officer for their own department or office. The RMO has implemented a required form to be submitted to the City Secretary's Office acknowledging said form requires assigning a Department's Record Liaison. A new form will be submitted in the event

of a change in liaison. The department head has **30 days** to submit the form **RM 001-1** to reflect the change in liaison.

2. Records Center Inventory Request Form

Record Liaison assignment form **RM 001-1** is located online on the Records Management intranet page.

Forms will only be submitted online through the CSO Records Management intranet. For assistance with retention schedules, contact the City Secretary's Office.

3. Before Assigning your Records Liaison:

- **Qualifications:**

Records Liaison Officers should be familiar with all the records created and maintained by their department or office served.

- **Inventories:**

A responsibility of a Records Liaison Officer is to complete inventories of records in their department or office served. Inventory information is used to develop records control schedules which dictate how long each record must be kept before being destroyed or permanently archived. The City of Watauga uses the Texas State Library Archives and commission Local Government Retention Schedules

- **Disposition of Records:**

A Records Liaison documents and submits Records Deposition logs for records disposal. Using the developed records control schedules which dictate records are ready for disposal. [\(See Policy CSO-RM-003\)](#)

- **Policies and Procedures:**

Each department and office has unique functions, therefore each department shall collaborate with the Records Management Officer to coordinate and implement records management policies and procedures.

- **Share Information:**

A Records Liaison is expected to frequently and consistently communicate with their department and office staff about the records management program.

- **Training:**

Records Management Liaisons should complete ongoing training to effectively carry out their duties. Liaisons will coordinate with the City Secretary's Office for training.

4. Submitting form RM 001-1 (Records Liaison Assignment):

After notifying the employee of the Record liaison appointment. The Department Head/Manager will submit the form by email to CSO@cowtx.org.

5. Once submitted the CSO Records Clerk will look over and submit to the City Secretary our Records Management Officer (RMO) to sign off for Approval.

Upon approval the form will be retained by the City Secretary's Office as the original record and send a copy to the Department Head/ Manager.

6. The CSO Records Clerk will reach out to the newly appointed liaison for training.

The City of Watauga uses the Texas State Library Archives and commission Local Government Retention Schedules. The liaison will receive training in how to read these control schedules to accurately document Record Numbers for their department or offices records which are also located on the City's intranet site page online. This page also provides all forms need to submit to the records liaison, helpful information and information about available online free training.

Liaisons will be notified of upcoming group training and webinars. One-on-one or department-specific training can be scheduled by request. Recorded webinars are also available.

Records Management Liaisons should complete ongoing training to effectively carry out their duties.

7. The Records Liaison's key duties:

Inventories

One of the key duties of a Records Liaison Officer is to conduct or supervise annual inventories of the records in their department or office. ([See CSO RM SOP 002-Inventory of Records](#))

Disposition of Records

Another key duty of Records Liaison Officer is to document and submit Records Deposition logs for records disposal ([See CSO RM SOP 003- Disposition of Records](#))

Please refer to item number 3 to get the full list of duties for the records liaison

This completes the Appointing a Records Liaison process.



Inventory of City Records Policy

Document Number: CSO-RM-002

Revision #: 1

Status: Pending

Reference: ORDINANCE NO.2019-004 Sec. 2-286

Date Last Updated: 09/13/2021

Purpose:

The purpose of this policy is to maintain the accurate inventory log of each department's City records on an annual basis. Departments must maintain records for the full retention period.

Scope:

This policy applies to all City employees that are custodians of records within the City of Watauga. If you have any questions, please refer to the City Secretary's Office and [ORDINANCE NO. 2019-004](#)

Policy:

The City Hall Records Center is under direct control and supervision of the City Secretary/Records Management Officer (RMO) (See [ORDINANCE NO.2019-004, Sec. 2-285](#)) The RMO has implemented an annual submission of an Inventory Records log from each Department Records Liaison.

Records Management is an important part of maintaining the city's records and should be maintained in compliance with [ORDINANCE NO.2019-004 or Form SLR 508 \(Declaration of Compliance\)](#) which has been filed with the State indicating that the city has adopted the Texas State Library and Archives Commission (TSLAC) Retention Schedules. These retention schedules are updated by TSLAC. In order to make sure that the city continues to maintain records in compliance with these schedules, the City Secretary's Office will provide an annual Inventory Log that will be submitted through the CSO Website Form/Submissions no later than April 30th each new year.



SOP-RM-002 Inventory of Records

STANDARD OPERATING PROCEDURE (SOP)		
CITY OF WATAUGA	NUMBER	CSO RM SPO-002
SUBJECT: Inventory of Records	PAGES	3
PREPARED BY: CITY SECRETARY'S OFFICE	EFFECTIVE DATE	09/13/2021

APPLICABILITY:

This procedure applies to all Record Custodians also known as City department staff that hold records defined by [ORDINANCE NO. 2019-004 Sec. 2-286](#)

PURPOSE:

To ensure all employees understand the procedure to follow as it pertains to inventorying of records.

DEFINITIONS:

Municipal Record: All documents, papers, letters, books, maps, photographs, sound or video recordings, microfilm, magnetic tape, electronic media, or other information recording media, regardless of physical form or characteristic and regardless of whether public access to them is open or restricted under the laws of the state, created or received by the City of Watauga or any of its officers or employees pursuant to law or in the transaction of public business are hereby declared to be the records of the City of Watauga and shall be created, maintained, and disposed of in accordance with the provisions of this ordinance or procedures authorized by it and in no other manner. [ORDINANCE NO. 2019-004 Sec. 2-281.](#)

PROCEDURE:

1. Records Inventory

Departments should create a regularly scheduled inventory process. Records inventory is one of the best ways to keep departments up to date on records retention schedules. Departments should check the city's Intranet site as TSLAC Local Government Retention Schedules do change and it is important to use the current records schedule.

2. Records Center Inventory Request Form

Inventory logs must be submitted to the City Secretary's Office annually by April 30th. To request an Inventory log go onto the City Secretary's Office Intranet site form center. Departments must prepare form **RM 002-1** (Records Inventory log) and submit it online through the Records Center Request online Intranet page.

Forms will only be submitted online through the Records Management intranet. For assistance with retention schedules, contact the City Secretary's Office.

3. Before Submitting RM 002-1 (Records Inventory log):

Verify that every record logged in form **RM 002-1** documents:

- The type of record (Document Name)
- The year of the records along with the current retention record series number assigned by the TSLAC Local Government Retention Schedules ([See Policy CSO-RM-003](#)). If help is needed with the retention schedule, contact the City Secretary's Office for assistance.
- Include all locations the records are stored even if there are multiple copies: electronically or paper copies. **Example:**

Electronically:

N Drive>CSO Shared> Permits> year> Document named, **Laserfiche> City Secretary's Office>Archives>Year>Document name and any software the record is stored.**

Paper Copies:

Filing cabinet, Desk or Storage room.

- The City Secretary/Records Management Officer (RMO) may extend a retention period for a record using form **RM 002-3** this Amends retentions, check the City Secretary's Records Management Intranet page for any amendments made.
- This policy only applies to Records defined as **Municipal Records**. This is does **NOT** include convenience copies, blank document forms, Listserv emails (electronic mailing list), unsolicited advertising, spam, personal emails, Cc'd messages, and stocks of publications.

4. Review of Inventory Logs (The following is for City Secretary Staff)

Once form **RM 002-1** (Inventory Log) is submitted. The City Secretary's Office will receive an alert by the Form Center Automation with the subject line "Online Form Submittal: Records Management Form" Any trained CSO staff can claim these messages from the shared mailbox. New requests should be processed and responded to within 1-7 business days.

5. Upon receipt of an Inventory request, Records Management staff should:

1. Verify that the request form (Inventory log) is completed in full and includes the signature of the appropriate Records Liaison.
2. Verify that the TSLAC Records Series Number is complete and there is sufficient information to verify the records series number is correct.
3. Verify the location of the records is clearly marked.
4. If eligibility requirements are not met or cannot be determined, consult with the requestor to resolve the issues. If RMO assistance is required to determine eligibility, details about the issue should be documented on form **RM 002-2** (Records Comments) along with Inventory log.
5. If all criteria above are met, the CSO staff member that verified will sign off.
6. When completed, the Records Management staff will email the City Secretary/Records Management Officer (RMO), Department Head, and Record Liaison indicating that their request is approved for the updated year.
7. This method of documentation completes the acceptance of the updated Inventory log for the department's form.

6. CSO Approved Official Record Copy Storage:

1. After the department has been notified of the approval, scan and save form **RM-002-1** (Inventory log) in Laserfiche under> City Secretary > Archive > Records Management > Inventory Logs > Department folder> Year -Inventory of Records (GR1000-40C) Official Copy > File name-**official copy**.

Example: Public_works-permits-2021-Official copy

This is the City's Final Official Copy

The retention for the Records Inventory Log per TSLAC GR Retention Schedule is US, Expired, or Discontinued. (Departments should check the CSO intranet or Texas State Library Archives and Commissions Website as it will have the most up to date Retention).

This completes the Inventory of records process.



Storage and Destruction Eligibility

Document Number: CSO-RM-003

Revision #: 1

Status: Pending

Reference: ORDINANCE NO.2019-004 Sec. 2-286

Last Updated: 09/13/2021

Purpose:

The purpose of this policy is to establish eligibility requirements for storage services in City Hall's Records Center and for the destruction services facilitated by the CSO department.

Scope:

This policy applies to all City employees requesting storage and destruction of records.

Policy:

The City Hall Records Center is under direct control and Supervision for the City Secretary/Records Management Officer (RMO) ([see ORDINANCE NO. 2019-004, Sec. 2-285](#))

Employees must adhere to the eligibility requirements. This means City Secretary Staff must confirm eligibility requirements have been met and follow all written procedures when granting access to these services. Employees are expected to work closely with department Records Liaisons to determine eligibility and must never guarantee services if eligibility cannot be confirmed. Following this policy ensures services are provide uniformly and fairly to all City of Watauga departments and offices.

Storage Eligibility:

- The record must be a valid record. Defined by **Municipal Records in [ORDINANCE NO. 2019-004 Sec. 2-281](#)**.
- Non-record, such as convenience copies, are ineligible for storage at the Records Center. Non-records may be accepted in bulk for immediate destruction on a case-by-case basis (see Destruction Eligibility)
- The records must not be duplicated in digital format, microfilm, or hard copy. Scanned records

are ineligible for storage. The RMO may approve storage of duplicated records of historical value or with a permanent retention period.

- Valid records retention requirements must be provided by the Records liaison/Department Head.
- Records must not be past their retention period.
- City Secretary Staff must be given sufficient information to determine/verify a destruction date for the records unless the retention is “Permanent”.
- The record must have at least **10 years** of retention time remaining.
- The record must meet formatted and organization requirements.
- Records must be in paper format. The City Secretary Staff may approve storage of non-paper items (such as hard drives, CDs, Cassettes), only if it is determined that the records can be preserved in this format for their entire retention period.
- The records must be inactive to department.
- The records must be packed, organized, labeled, and inventoried correctly.
- The records will be deemed ineligible if there is evidence of pest infestation, mold, or other treats to the City Hall Records Center.

Destruction Eligibility:

- **One of the following must be true:**
 1. Documents are official records that have met their retention.
 2. Documents are non-records such as convenience or working copies.
 3. Documents have been scanned by the originating department ant the digital copy will be maintained as the official record.
- **For official records:**
 1. Valid records retention requirements must be met by the Records the Texas State Library and Archives Commission (TSLAC) Retention schedules adopted through form

SLR 508 and give sufficient information to determine/verify destruction date of the records.

- **For all Records:**

1. The records custodian, record liaison, department head and the official Records Management Officer (City Secretary) must authorize the destruction.
2. Records must be packed, organized, labeled, and inventoried correctly.
3. Law does not prohibit destruction and there is no outstanding or pending litigation, audit, negotiation, public information request, or other legal process associated with the documents.

- **Exceptions**

Justifiable exceptions to storage and destruction eligibility requirements must be approved in writing by the RMO. Exceptions must be approved before services are granted. Approved exceptions to eligibility will be added to this policy. Exceptions may be reassessed if circumstances, such as limited storage capacity, render the exception unjustifiable.

Department / Record Type	Date	Exception Type
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SOP-RM-003 Records Destruction

STANDARD OPERATING PROCEDURE (SOP)		
CITY OF WATAUGA	NUMBER	SOP-RM-003
SUBJECT: Records Destruction	PAGES	4
PREPARED BY: CITY SECRETARY'S OFFICE	EFFECTIVE DATE	09/13/2021

APPLICABILITY:

This procedure applies to all Record Custodians also known as City department staff that holds records defined by [ORDINANCE NO. 2019-004 Sec. 2-281](#)

PURPOSE:

To ensure all staff understand the procedure to follow as it pertains to disposing of records.

PROCEDURE:

1. According to the Retention Schedule:

Verify that every record logged for destruction is past its retention date. See Retention Schedules [Policy CSO-RM-00](#) for approved Local Government Retention Schedules. Destroying a record before it has met retention is unlawful except by a court order. For help with retention schedules, contact the City Secretary's Office for assistance.

Remember: If there is a **legal hold** on a record because of litigation or anticipated litigation, an open records request, an audit, or any other legal process, you cannot destroy that record even if the retention period is up.

2. Regularly:

Departments should create a regularly scheduled disposal process to perform a biannual records destruction. This process will keep departments clear of unneeded records.

3. Request Form RM 003-1 (Disposition Log):

To request a disposition of records, the requestor must prepare form **RM 003-1** (Records Center Disposition Log) which can be found online on the CSO Intranet page.

4. Before Submitting RM 003-1 (Disposition Log):

The Online form includes the following fields which are required to be filed out and attached:

- **Requesting Department**
- **Date**
- **Signed Disposition Log by Records Liaison and Department Head**
- **All other columns in the Disposition Log.**
- **Additional Notes:** Enter any additional information that will help retrieve records for destruction. This may include building location, office location, or dates/times of availability.

Once completed the requestor should upload their Form **RM-003-1** (Disposition Log). Forms will only be submitted online through the CSO intranet Records Management page. For assistance with retention schedules, contact the City Secretary's Office.

5. CSO's Review of Destruction Requests:

Once submitted the Records Destruction Request Form, the City Secretary's Office will receive an alert by the Form Center Automation with the subject line "Online Form Submittal: Records Management Form". A trained CSO staff will claim these messages from the shared mailbox. New requests should be processed and responded to within 1-7 business days.

Upon receipt of a destruction request, the following occurs:

1. CSO staff should verify that the request form (Destruction log) is completed in full and includes the signature of the appropriate Records Liaison and Department Head.
 2. CSO staff should verify that the records listed on the Destruction Log meet the requirements of the Storage and Destruction Eligibility policy, paying careful attention to any documented exceptions listed at the bottom of the policy. To meet eligibility, the following must occur:
 - The TSLAC Records Series Number is complete and correct, or the items are non-records.
 - There is sufficient information to determine/verify a destruction date for the records.
 3. If eligibility requirements are not met or cannot be determined, CSO staff will consult with the requestor to resolve the issues. If RMO assistance is required to determine eligibility, enter details about the issue on the form **RM 002-2** (Records Comments) along with **RM 003-1** (Disposition Log). The RMO should be contacted for assistance.
 4. CSO staff should go onsite to the location of the records and verify that the records are correctly marked, boxed correctly for pick up and ready for destruction.
-

5. If all criteria above has been met, the CSO Records Clerk will sign off.
6. When this is done, each manager will receive an email with the subject line "Destruction Request: Awaiting RMO Approval."
7. The City Secretary/Records Management Officer (RMO) will review the final approval.
8. The City Secretary's Office will notify departments through email if the records were approved or if any requirements are not met.

This method of documentation completes the acceptance of the destruction form.

5. CSO Destruction Pickups/ Drop off:

- Upon receipt of the approval notice email, the pick-up can be scheduled with the requestor.

6. To schedule the pick-up with the requestor/ Drop off:

1. Departments will make a single copy of the Disposition Log. This is a convenience copy and will be used for reference only during the destruction request workflow.
2. If the records can be brought in to the CSO department the department may do so but will need to schedule an appointment with the CSO Records Clerk to insure the records are secure.
3. If the department is unable to bring the boxes, the CSO records clerk will put in a work order to building services to bring the boxes in.
4. Once the boxes are at the CSO department secure area the CSO Staff will print out a **RM 003-2** form after updating to reflect the departments approved for destruction. Once all department areas are confirmed and completed the destruction date will be scheduled with the City's shred provider.
5. Once the shred is completed refer to **RM 003-2** form to provide the date of destruction, along with who witnessed, and RMO's signature.
6. CSO will scan and save all department Destruction logs/with signatures (**RM 003-1**) and **RM 003-2** forms that's witnessed to being destroyed in Laserfiche under> City Secretary > Archive > Records Management > Disposition Logs > Fully Executed Disposition of Records (GR1000-

40b, Permanent). This is the Final official record copy> Folder year > name: Destruction Date destroyed- **status pending**

Example: Destruction 9.28.2020- status pending.

The file name will need to be updated with the Invoice from the shred company. This document will be emailed by finance a few days after the shred destruction. Once updated the–Pending in the file name will change to –**Completed**.

Example: Destruction 9.28.2020- Completed

This is the City's Final Official Copy

*Also save in the N Drive > Records Management > Fully Executed Disposition of Records (GR1000-40b, Permanent) > Year > File name example: Destruction 9.28.2020- **Completed-back-up copy**.

CSO will save paper originals in a binder labeled Records Destruction by year.

This completes the disposition of records process. The records destruction will be the Records in Laserfiche / Binder will be kept to its full retention: GR1000-40b, Permanent.

This completes the records Destruction process.



Text Message Policy

Document Number: CSO-RM-004

Status: Pending

Revision #: 1

Last Updated: 09/13/2021

Reference: [Policy 9.01 Mobile Communication Devices, Section D Public Information Act](#)

Purpose:

The purpose of this policy is to maintain the accurate retention periods of each employee's text messages that pertain to City business on a quarterly basis. Department must maintain records to their full retention period.

Scope:

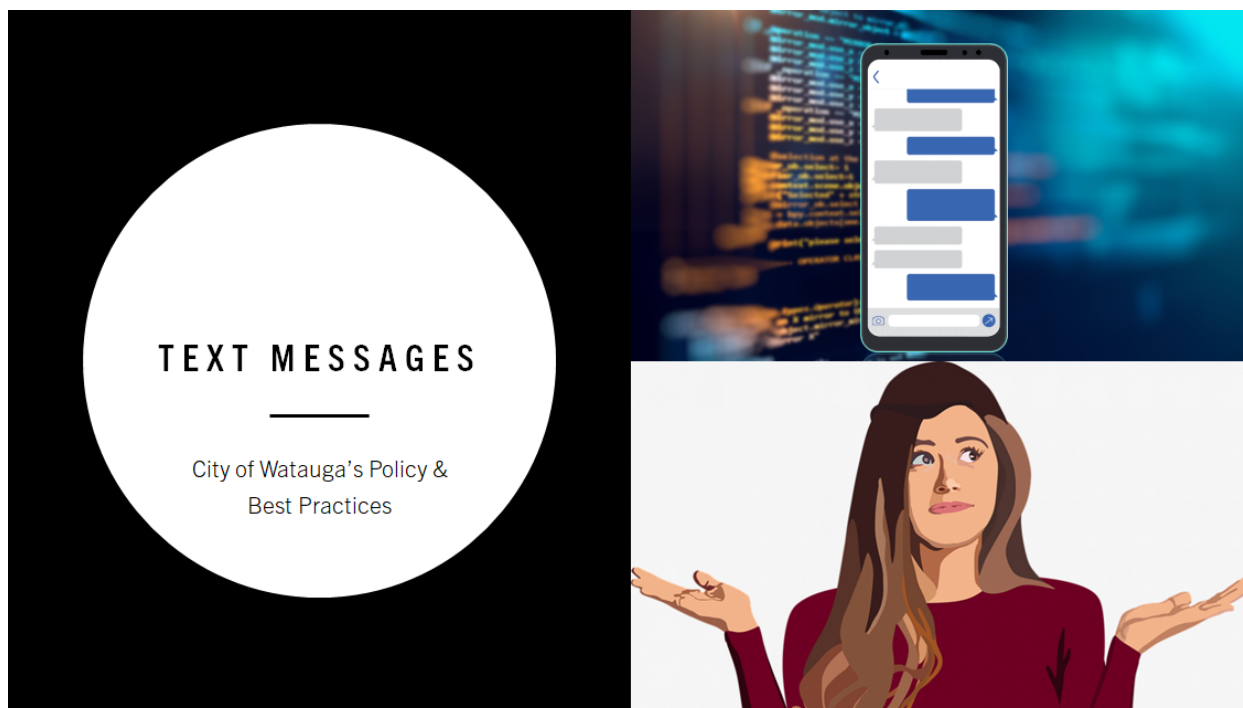
This policy applies to all City employees that are custodians of records within the City of Watauga. If you have any questions, please refer to the City Secretary's Office and [ORDINANCE NO. 2019-004](#)

Policy:

The City Secretary/Records Management Officer (RMO) is implementing a quarterly records sorting/categorizing of text messages submitted with the retention records number along with corresponding form **RM 002-1** (Inventory Log).

- Records Management is an important part of maintaining the city's records and should be maintained in compliance with (TSLAC) Retention Schedules or RMO Amendments to retentions, this includes text messages. City employee are the custodian of their text messages, and it is their responsibility to make sure they are upload/sent to the appropriate location as stated in [Policy 9.01 Mobile Communication Devices, Section D](#). Public Information Act to comply with this new law. Employees are required to archive city information found on their personal devices on a quarterly basis.
- Managers are required to go through their staff's messages and categorize/document these messages for the proper retentions and submit to the designated location as stated in ([CSO SOP RM-004 Power point text messages City of Watauga's policy & best practices](#)) on a quarterly basis.

SOP-RM-004 -Text Message Retention/Presentation: Policy & Best Practices SOP-RM-004





Digital Imaging Standards

Document Number: CSO-RM-005

Revision #: 001

Status: Pending

Reference: ORDINANCE NO.2019-004 Sec. 2-286

Last Updated: 9/13/2021

Purpose:

This document outlines the minimum requirements the City of Watauga must meet to lawfully destroy paper-based source documents after they have been converted to a digital format by imaging (scanning).

Scope:

This policy applies to all City of Watauga employees.

Policy:

- **Historical Review**

- A. Historically significant source documents should never be destroyed. A department may scan historical records in accordance with the requirements listed below. However, after imaging is complete the department should arrange for preservation of the source documents. (Keep the physical copy)
- B. The City Secretary's Office/ Records Management Officer (RMO) should be consulted for questions regarding the historical value of documents.
- C. Multiple backups of historically significant documents are encouraged.

- **Image Standards**

- A. Images should be scanned with a minimum resolution of 200dpi. 400 dpi is the optimal resolution for historical document. For documents with a type font smaller than 6 point, or for maps or other images with fine lines, resolution should be increased to ensure no detail is lost. If there are concerns about poor image quality, please reach out to City Secretary's Office for assistance.

- B. **Laserfiche is the City of Watauga's Official Records Management System and documents must be stored there.** Within the system images should be stored in an acceptable file format for long-term preservation, such as PDF, PDF/A, JPEG, PNG, or TIFF. For long-term records (with a retention period of **10 years** or more records must be saved as a PDF/A or TIFF). Departments should consult with City Secretary's Office or Technology Services for assistance determining the sustainability of formats.
- C. Images should never be solely stored on removable media, such as CDs, DVDs, or thumb drives.
- D. If the retention period for the document is **10 years or longer** departments will need to file a request with the City Secretary's Office to have final approval to store Official Records as a digital record and it is required that you submit a records retention plan for the records storage and strategies to have these records remain accessible for the entire retention period, to be considered for approval.

- **Storage**

- A. Technologies used to store imaged records should be regularly reviewed for obsolescence. If technologies will potentially no longer have the ongoing capability to read and retrieve images, the department must implement one of the following strategies:
 - Prepare to migrate or convert the documents to new technologies.
 - Maintain the original software and hardware required to read, store, and access the documents for their entire retention period.
- B. Images must be consistently organized in a matter that facilitates access, retrieval, and disposition.
- C. Imaged records must be protected against alteration, deletion, damage, or loss throughout the entire retention period.
- D. Multiple backups across multiple geographic locations should be established for essential records. Departments should consult with the Department of Technology Services for assistance with establishing backups of record information.
- E. Official records should never be stored locally on hard drives or portable storage.

- **General Standards**

- A. Images must remain accessible for the entire length of the required retention period.
-

- B. When documenting the destruction of source documentation, departments should clearly state that imaged documents will be retained as the official record.
- C. Departments are required to document specific imaging procedures to demonstrate if asked to legally produce records. Examples of documentation include:
- A step-by-step workflow for imaging and indexing.
 - Specific step-by-step assurance procedures, including a plan for re-imaging the source documentation if quality control reveals the image is illegible or incomplete.
 - Training procedures for those authorized to perform departmental imaging.
 - Periodic review of technologies used to scan and store imaged records.
 - Specific scanner settings and instructions for routine calibration.

Terms and Definitions:

Document Feeder Scanner: Operates by taking several pages and feeding the paper into the scanner one page at a time. This type of scanner is best suited for printer paper documents.

DPI (Dots Per Inch): A measure of resolution used for images. The more dots per inch, the higher the resolution.

Employee: Is any full-time or part-time Watauga City employee, contract employee, volunteer, intern or temporary worker.

Index: An ordered list of headings that points to relevant information in materials that are organized in a different order.

Metadata: A characterization or description documenting the identification, management, nature, use, or location of information resources (data).

Record: Any document, paper, letter, book, map, photograph, sound or video recording, microfilm, magnetic tape, electronic medium, or other information recording medium, regardless of physical form or characteristic and regardless of whether public access to it is open or restricted under the laws of the state, created or received by a local government or any of its officers or employees pursuant to law, including an ordinance, or in the transaction of public business.

Removable Media/Portable Storage: Any media used to hold data that may routinely be stored or moved independently of computing device. This includes DVDs, memory cards, flash drives, smart phones, digital cameras, and external hard drives.

Table Scanner: operates by placing documents on a flat surface and scanning overhead. This allows for greater control for fragile or brittle documents.

Authorizations:

Name:	Revision #:	Approved:
City Secretary Office	001	

Supporting Documents for Policies and Procedures

RM 001-1- Department Appointed Records Liaison



Record Liaison

RM 001-1

City Department: _____

Department Manager: _____

Department Appointed Records Liaison: _____

Position/Title: _____

A records liaison should exhibit knowledge of records management in addition to understanding the ins and outs of the records created or maintained by the department. Ensuring everyone in the department understands the inventory process and is completing the inventory form sufficiently. They work with the RMO to ensure policies and procedures are being followed. They are the records management conduit of their department, disseminating information regarding the records management program to the staff. They ensure the department is completing the disposition log before records are disposed of.

Records Liaison Signature: _____ Date: _____

Department Manager's Signature: _____ Date: _____

Official RMO's Signature: _____ Date: _____



DEPARTMENT: _____

RECORDS MANAGEMENT INVENTORY LOG

RM 002-1

RML/INVENTORY TAKER: _____

DATE: _____

TYPE OF RECORD Document Name	RECORD SERIES + REQUIRED RETENTION Current Retention Period Assigned	LOCATION OF RECORD (SPECIFIC PLACE WHERE IT IS BEING STORED) Electronic file or Paper Files

RM 002-2- Records Additional Notes



Record's Additional Notes:

RM 002-2

Please type up any additional notes:

Documentation of Amendments to Local Government Retention Schedules

Pursuant to Local Government Code §203.041(d)

RM 002-3- LG-Amendment

[illegible]

Disposition Log

Name of Local Government:

Office/Dept.:

Record Liaison Prepared by:

Date:

Department Head Signature:

Date:

CSO Records Clerk Signature:

Date:

RMO Signature:

Date:

RM 003-1 LG-Disposition Log

[illegible]

- **Additional Notes:**
 - Requestors should enter any additional information that will help us retrieve their records for destruction. This may include building location, office location, or dates/times of availability.

RM 003-2-Records Destruction

**Record's Destruction**By: *Shredding via Sierra Shred*

RM 003-2

Month

Year

Department Name: _____

Submitted by: _____

RMO Approved: ☐

Total boxes _____

Labeled correctly ☐ Initials checked by: _____

Department Name: _____

Submitted by: _____

RMO Approved: ☐

Total boxes _____

Labeled correctly ☐ Initials checked by: _____

Department Name: _____

Submitted by: _____

RMO Approved: ☐

Total boxes _____

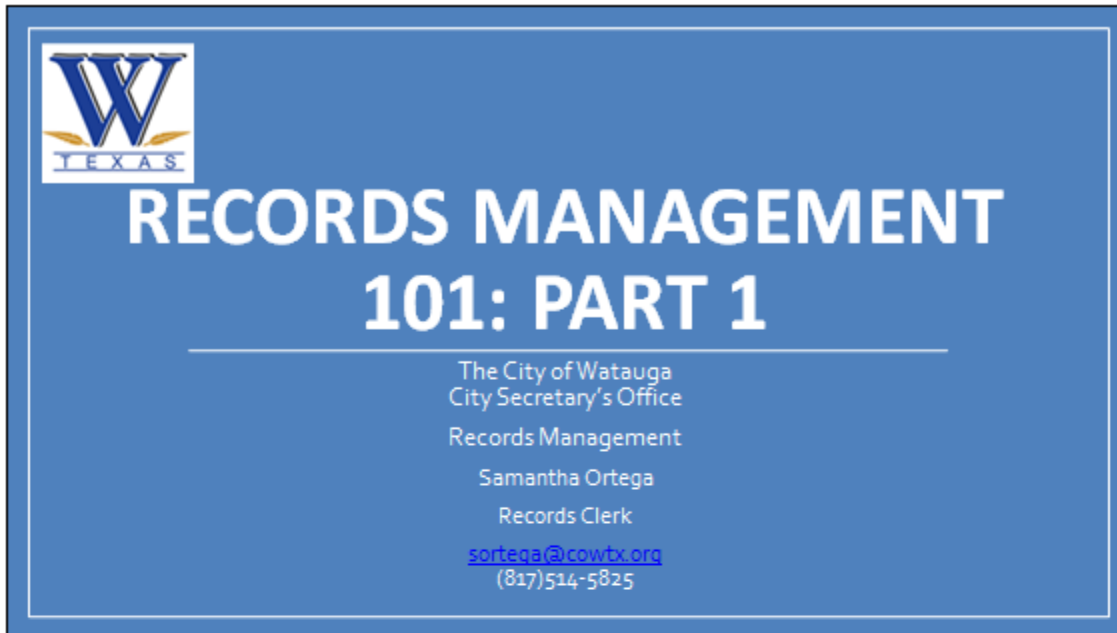
Labeled correctly ☐ Initials checked by: _____**Date of Official Shred destruction:** _____**Witnessed by:** _____**Witnessed by:** _____

Internal Training Materials

Basic Records Management 101 Part 1

RMO: _____

PowerPoint Available Basic Training Part 1



1



2

Basic Records Management 101 Part 2
PowerPoint Available Basic Training Part 2

RECORDS MANAGEMENT



101:PART 2

The City of Watauga
City Secretary's Office
Records Management

Samantha Ortega
Records Clerk
sortega@cowtx.org
(817)514-5825

1



After this training you should be able to:

- Dispose of records in compliance with government regulations.
- Design a file structure for your office records.
- Employ techniques to manage your e-mail records.

2

Presentation on retention of text message records

PowerPoint Available to Text Messages Training SOP-RM-004 page 37



TSLAC Training Materials



Our webinars are developed with the goal of supporting government records management programs in the State of Texas. If you have a records management topic you would like to see covered in a future webinar, email slrminfo@tsl.texas.gov and let us know. We are working hard to get our entire archive of webinars spiffed up (for better sound quality), as well as creating new content.

Stay tuned on our blog, [The Texas Record](#), for training announcements.

Free Archived Webinars: **NEW! [Achieving Compliance](#)**

If you work for a local government and have interacted with us, there's a good chance you've heard us talk about whether or not you're "in compliance." We can make it sound more fun and call it the paperwork polka, the due diligence dance, or the Texas 3-step! But regardless of the level of fun that can be had in filling out forms, we simply aim to help you understand what it means to be *in compliance* and how to get there. [View the webinar page](#) for video and supplemental resources

[Email Management Basics](#)

In this introduction to email management, you will learn how to determine when an email is a record, how to identify which emails you should keep, and the principles of inbox management. We will also discuss the basics of email preservation, metadata considerations, and next steps for developing an email management policy. Email is a record type as vast as space and as timeless as infinity. It is the middle ground between paper and digitized, between science and superstition, and it lies between the pit of man's "transitory" and the summit of his "permanent." Welcome to Email Management Basics! [View the webinar page](#) for video and supplemental resources

[Disposition 101](#)

This webinar is for state agency and local government personnel who would like to find out about the laws, rules and best practice guidelines related to the disposition of records. Disposition 101 serves as an introduction or a refresher for those who are new to records management or those who have more experience with this topic, and it can be used as a resource to conduct in-house training as well. [View the webinar page](#) for video and supplemental resources

[Managing Social Media Records](#)

Have you ever wondered what record series your agency's Facebook posts fall under? Do you ever ponder whether or not your office's blog is considered "public information"? Have you found yourself ruminating on the costs of preserving your local government's tweets for all eternity? This presentation

will cover the basics of social media retention, capture, disposition, and policy management for both local governments and state agencies.

[View the webinar page](#) for video and supplemental resources

Retention 101 for Local Governments

This webinar is for local government personnel who would like to understand the rules and processes for records retention better. All are welcome, but the webinar is designed specifically for those who may not have much experience with records management and would like to learn the basics. The webinar will address basic questions like, what is a record? How do I figure out how long to keep a record? What happens when I call TSLAC for help? [View the webinar page](#) for video and supplemental resources

The 5 Ws of Planning an Imaging Project

What does digital imaging involve? When (and why) is digital imaging beneficial, and when is it a waste of money and time? In the first webinar of this two-part series, we will introduce the benefits of a digital imaging project - quick access, file sharing - and discuss cost considerations. We will also discuss the issue of source document destruction - should you destroy the original document after scanning, and if you do, how can you ensure that the scanned image meets Bulletin 1/Bulletin B requirements for authenticity? [View the webinar page](#) for video and supplemental resources

Strategies for Preserving Electronic Records

Part 1 is aimed at creators of electronic records with long-term value, discusses the fragility of digital information and offers practical tips on such topics as selecting storage media and choosing file formats.

Part 2 is intended for records managers. This video discusses preservation methods for digital records, such as migration, normalization, emulation, and printing to hard copy. It discusses first steps for establishing a digital preservation program, including defining the scope of file formats accepted, conducting a needs assessment, and preparing a business case. [View the webinar page](#) for video and supplemental resources

Storage and Preservation of Paper Records

This webinar discusses legal standards for the storage of paper records and explores practical solutions for implementing them. We will also cover how to engage your staff in the storage and preservation of documents and cost-benefit analysis of long-term storage for non-permanent documents. The legal requirements are published in Bulletin F and applicable only to local governments, but state governments are encouraged to use the Bulletin F as guidelines for best practices. [View the webinar page](#) for video and supplemental resources

Disaster Recovery and Salvage of Government Records

When disaster strikes, will you know what to do? This course addresses physical recovery and legal obligations for government records facing common threats like flood, insects, and mold. Learn strategies for emergency and disaster planning and prevention, records storage, and recovery/restoration contracting. Hands-on salvage techniques are discussed for paper, books, and photographic materials, with additional focus on electronic media and decision-making priorities.

[View the webinar page](#) for video and supplemental resources

Simple Ways to Turn Your Records Liaisons Into Records Ambassadors

A difficult obstacle to a successful records management program is creating clear channels of communication. To overcome this time-honored challenge, Denton County Records Management created a Records Liaison Officer program to aid the flow of information to the more than 50 departments that we serve. This case study shows how the launch, and eventual revamping, of this program has impacted records management across Denton County.

[View the webinar page](#) for video and supplemental resources

Interstate Correspondence

Premiered originally at NAGARA'S 2020 Spring Forum, this webinar presents research on how correspondence is managed in government records management programs across the country. Real-world examples of correspondence-related record series at the federal, state, and local levels are analyzed and discussed. The analysis progresses chronologically, starting with the paper formats of the past, and moving to present and future correspondence formats, such as email and social media. Are correspondence records defined best by format or function? Should we base retention periods on the importance of the person authoring correspondence, or should it be based solely on the function of the letter or the Twitter post? How do we write correspondence definitions that the average user can utilize to classify and organize their own records successfully? This Online Forum session surveys a broad range of possible answers, and presents new ideas about how to refine record series and consider future correspondence formats at their own institutions.

[View the webinar on youtube.com](#)

Records Management Webinars

<https://www.tsl.texas.gov/slrn/training/webinars>



AGENDA MEMORANDUM

DATE: August 25, 2021
TO: Honorable City Council Members
FROM: Andrea Gardner, City Manager
SUBJECT: Acknowledgement of City Councilmember Juanita King's August 23, 2021 resignation as City Councilmember City Council Place 5

BACKGROUND/INFORMATION:

On August 23, 2021, the City Secretary's Office received an email from City Councilmember Juanita King, announcing she has elected to resign from her position as City Councilmember City Council Place 5.

Section 3.05 of the City's Charter reads in pertinent part:

"The office of the mayor or a councilmember shall become vacant upon... written resignation submitted to the city secretary,...."

On August 25, 2021, formal notice of acceptance was sent to Councilmember King by the City Secretary in accordance with the City Charter.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

City staff respectfully requests the City Council acknowledge the resignation submitted by Ms. Juanita King on August 23, 2021 as it was accepted by the City Secretary on August 25, 2021, and effective by operation of law on August 31, 2021, if not sooner.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. CM King Resignation Received 08-23-21

REVIEWED BY:

Caroline Kelley, Attorney
Andrea Gardner, City Manager

Approved - 9/3/2021
Final Approval - 9/3/2021

Approved as to form for inclusion on Agenda



AGENDA MEMORANDUM

DATE: August 25, 2021

TO: Honorable City Council Members

FROM: Sandra Gibson, Director of Finance

THROUGH: Andrea Gardner, City Manager

SUBJECT: Discuss and consider action adopting an ordinance by the City Council of the City of Watauga, Texas approving and adopting a budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022; providing for the appropriation of funds in the budget; providing for repeal; providing for severability; and providing an effective date

BACKGROUND/INFORMATION:

As required by Chapter 102 of the Local Government Code, as well as the City Charter, the City Manager's Proposed Budget was submitted to the City Council on August 1, 2021, and represents the proposed financial plan for Fiscal Year 2021-2022.

All of the required Public Hearings, notices, and publications relating to the proposed Budget for Fiscal Year 2021-2022 have been completed, and the required budget appropriations ordinance has been drafted and approved by legal counsel for your consideration.

The FY 2021-2022 Proposed Budget is provided for public view on the City's website, and additionally at City Hall.

FINANCIAL IMPLICATIONS:

Appropriations by fund are listed in the attached Ordinance and total \$53,194,549 for FY2021-2022.

RECOMMENDATION/ACTION DESIRED:

Approval and adoption of Ordinance 2021-041 that will approve and adopt the 2021-2022 Fiscal Year Budget for the City of Watauga.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Ordinance Budget Appropriations Ordinance 2021-2022

REVIEWED BY:



AGENDA MEMORANDUM

Sandra Gibson, Director of Finance

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/30/2021

Approved - 9/3/2021

Final Approval - 9/3/2021

CITY OF WATAUGA, TEXAS
ORDINANCE NO. 2021-041

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022; PROVIDING FOR THE APPROPRIATION OF FUNDS IN THE BUDGET; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council finds the budget officer of the City of Watauga filed a proposed budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022, with the City Secretary in accordance with state law; and

WHEREAS, the City Council finds the proposed budget was made available for public inspection; and

WHEREAS, the City Council finds the City Manager presented the proposed budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022, to the City Council in accordance with the City Charter; and

WHEREAS, the City Council finds a public hearing notice was published and said public hearing was held, the subject of which was the proposed budget submitted by the City Manager; and

WHEREAS, after full and final consideration, it is the consensus of the City Council that the budget, as hereinafter set forth, should be approved and adopted.

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

I.

The facts and recitations set forth in the preamble of this ordinance are hereby found to be true and correct and adopted herein for all purposes.

II.

The attached budget for the City of Watauga, Texas for the fiscal year beginning October 1, 2021, and ending September 30, 2022, is hereby approved and adopted, and appropriations are made as follows:

1.	General Fund Operating – Fund 01	\$14,907,475
2.	General Obligation Debt Service Fund – Fund 03	\$3,143,660
3.	Storm Drain Utility Enterprise Fund – Fund 15	\$3,700,986
4.	Economic Development Corporation Fund – Fund 04	\$549,268
5.	Capital Projects (Plus Prior Appropriations) – Fund 07	\$9,638,500
6.	Crime Control and Prevention District – Fund 18	\$1,620,000
7.	Economic Development Corporation Capital Projects – Fund 05 (Plus Prior Appropriations)	\$10,000
8.	Water Impact Fee – Fund 47	\$0
9.	Sewer Impact Fee – Fund 48	\$0
10.	Water/Sewer Joint Use Facilities – Fund 46	\$0
11.	Water/Sewer Capital Projects (Plus Prior Appropriations) – Fund 45	\$7,025,201
12.	Water and Sewer Operating Fund – Fund 40	\$9,222,880
13.	Internal Service Fund – Fund 22	\$308,700
14.	Water and Sewer Debt Service Fund – Fund 44	\$1,1723,199
15.	Water and Sewer Revenue Bond Debt Service Fund – Fund 42	\$0
16.	Water and Sewer Debt Reserve Fund – Fund 43	\$0
17.	Library Donation Fund – Fund 23	\$10,700
18.	Bunker Hill Drainage Fund – Fund 16	\$0
19.	Municipal Court Security Fee – Fund 25	\$0

20.	Municipal Court Technology Fund – Fund 26	\$17,200
21.	Municipal Court Truancy Prevention Fund – Fund 27	\$33,380
22.	Park Vista Public Improvement District – Fund 30	\$0
23.	Traffic Safety Fund – Fund 28	\$0
24.	CARES Grant Fund – Fund 10	\$0
25.	Street Maintenance Fund – Fund 14	\$908,000
26.	Strategic Initiative Fund – Fund 13	\$30,000
27.	PEG Fund – Fund 24	\$36,000
29.	SAFER Grant Fund – Fund 12	\$271,000
30.	Fleet ILA Fund – Fund 21	\$38,400

III.

This Ordinance shall be and is hereby cumulative of all other Ordinances of the City of Watauga, Texas, and this Ordinance shall not operate to repeal or affect any such other Ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event, such conflicting provisions, if any, in such other Ordinance or Ordinances are hereby repealed.

IV.

If any section, subsection, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance.

V.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas
this 13th day of September 2021.

APPROVED:

ARTHUR L. MINER, MAYOR

ATTEST:

ANDREA GARDNER, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

RUSSELL RODRIGUEZ HYDE BULLOCK, LLP
CAROLINE KELLEY, CITY ATTORNEY



AGENDA MEMORANDUM

DATE: August 25, 2021

TO: Honorable City Council Members

FROM: Sandra Gibson, Director of Finance

THROUGH: Andrea Gardner, City Manager

SUBJECT: Discuss and consider action adopting an ordinance by the City Council of the City of Watauga, Texas approving the Fiscal Year 2021-2022 Annual Service Plan Update and 2021 Assessment Roll for the Park Vista Public Improvement District of the City of Watauga, Texas; providing for repeal; providing for severability and providing an effective date

BACKGROUND/INFORMATION:

The City Council should review and adopt the annual service plan for the Park Vista Public Improvement District for the purpose of determining the annual budget for improvements, and for determining the annual assessment roll for the District in accordance with Chapter 372 of the Local Government Code. This year, no assessment will be levied and the areas will be maintained as part of the City's maintenance program.

The attached ordinance has been reviewed and approved by legal.

FINANCIAL IMPLICATIONS:

For Fiscal Year 2021-2022, no assessment will be levied and the areas will be maintained as part of the City's maintenance program.

RECOMMENDATION/ACTION DESIRED:

Approval of Ordinance 2021-040 approving the FY2021-2022 Annual Service Plan Update and 2021 Assessment Roll for the Park Vista Public Improvement District

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 2021 Ordinance Park Vista PID 2021-2022

REVIEWED BY:

Sandra Gibson, Director of Finance
Caroline Kelley, Attorney
Andrea Gardner, City Manager

Approved - 8/30/2021
Approved - 9/8/2021
Final Approval - 9/9/2021



AGENDA MEMORANDUM

Approved as to form for inclusion on Agenda

CITY OF WATAUGA, TEXAS
ORDINANCE NO. 2021-040

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS
APPROVING THE FISCAL YEAR 2021-2022 ANNUAL SERVICE PLAN UPDATE
AND 2021 ASSESSMENT ROLL FOR THE PARK VISTA PUBLIC IMPROVEMENT
DISTRICT OF THE CITY OF WATAUGA, TEXAS; PROVIDING FOR REPEAL;
PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council finds the City Council of the City of Watauga, Texas adopted Resolution No. 98-12-14-3 which authorized the establishment of the Park Vista Public Improvement District (the “District”) as provided by Chapter 372 of the Local Government Code on December 14, 1998; and

WHEREAS, the City Council finds the City Council adopted Resolution No. 99-1-19-3 on January 19, 1999, adopting the original service plan and budget for the District; and

WHEREAS, the City Council finds the City Council adopted Ordinance No. 1035 on September 25, 2000, levying assessments for use and support of the Park Vista Public Improvement District; and

WHEREAS, the City Council finds that after the creation of the District and the adoption of the original service plan and the assessment levy, the City Council regularly reviewed the service plan for the purpose of determining the annual budget for improvements and for determining the annual assessment roll for the District in accordance with Chapter 372 of the Local Government Code; and

WHEREAS, the City Council finds, after each such review, the City Council regularly approved the annual service plan update, the annual budget and the annual assessment for the District, in accordance with Chapter 372 of the Local Government Code; and

WHEREAS, the City Council finds that the City Council has reviewed the proposed Fiscal Year 2021-2022 annual service plan and budget and the proposed 2021 assessment roll; and

WHEREAS, the City Council now desires to approve the Fiscal Year 2021-2022 annual service plan update and budget and the 2021 assessment roll, in accordance with Chapter 372 of the Local Government Code; and

WHEREAS, the City Council finds the passage of this Ordinance is required by Chapter 372 of the Local Government Code and is in the best interest of the residents of the City of Watauga.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Watauga, Texas, as follows:

I.

The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct and adopted herein for all purposes.

II.

The City Council of the City of Watauga, Texas does hereby approve and adopt the Fiscal Year 2021-2021 Annual Service Plan Update for the District, a copy of which is attached hereto as Exhibit 1 and is incorporated herein for all purposes.

III.

The 2021 Assessment Roll included in the Fiscal Year 2021-2022 Annual Service Plan Update is hereby accepted and approved pursuant to Chapter 372 of the Texas Local Government Code as the assessment roll of the District.

IV.

The method of apportioning the costs of the authorized improvements is set forth in the Fiscal Year 2021-2022 Annual Service Plan Update.

V.

The City Secretary is directed to cause a copy of this Ordinance, including the FY 2021-2022 Annual Service Plan Update and Assessment Roll and the notice form required by Section 5.014 of the Property Code be filed with the County Clerk of Tarrant County.

VI.

This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Watauga, Texas and this Ordinance shall not operate to repeal or affect any such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other ordinance or ordinances are hereby repealed.

VII.

If any section, subsection, sentence, clause, or phrase of this Ordinance shall for any reason be held invalid, such decision shall not affect the validity of the remaining portions of this Ordinance.

VIII.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas, this 13th day of September 2021.

APPROVED:

Arthur L. Miner, Mayor

ATTEST:

Terri Johnson, Interim City Secretary

APPROVED AS TO FORM AND LEGALITY:

RUSSELL RODRIGUEZ HYDE BULLOCK, LLP
Caroline Kelley, City Attorney

EXHIBIT 1

**CITY OF WATAUGA, TEXAS
PARK VISTA PUBLIC IMPROVEMENT DISTRICT
FY 2021-2022 ANNUAL SERVICE PLAN UPDATE**

**CITY OF WATAUGA, TEXAS
PARK VISTA PUBLIC IMPROVEMENT DISTRICT
FY 2021-2022 ANNUAL SERVICE PLAN UPDATE**

Section 372.013(d) of the Local Government Code requires an annual update of the Service Plan. The boundaries of the Park Vista Public Improvement District are set forth in Exhibits “A” and “B” attached hereto and incorporated herein for all purposes. Park Vista Public Improvement District will not provide services during the fiscal year 2021-2022. The City will furnish or pay for standard improvements and/or services in the Park Vista Public Improvement District at the same level as they would be provided to the taxpayers generally. The service plan is approved and adopted by the City Council for a period of one year. The plan will be reviewed and updated annually by the City Council to determine the annual budget for improvements and/or services within Park Vista Public Improvement District. The cost of an improvement and/or special services will be assessed against real property within the Park Vista Public Improvement District according to value of the property with improvements as determined by the Tarrant Appraisal District.

The apportionment of costs between the Park Vista Public Improvement District and the City as a whole shall be:

- (1) All of the cost of an improvement and/or service shall be paid by special assessments against real property in Park Vista Public Improvement District.
- (2) The City Council of the City of Watauga will be authorized to establish by Ordinance reasonable classifications and formulas for the apportionment of costs between the City and the property to be assessed.
- (3) The City as a whole will continue to provide standard improvements and services to Park Vista Public Improvement District at the same level as they are provided to other areas in the City and the taxpayers generally.

All public improvement projects of the Park Vista Public Improvement District have been completed. The District has no obligations of indebtedness for public improvement projects.

FISCAL YEAR 2021-2022 BUDGET

Cost of Maintenance & Operating Expense	\$0.00
TOTAL	\$0.00

FIVE YEAR SERVICE PLAN

Assessment Due Date	1/31/2022	1/31/2023	1/31/2024	1/31/2025	1/31/2026
Assessment Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

2021 ASSESSMENT ROLL

\$0.00 on each \$100.00 valuation of property, upon all real property within the Park Vista Public Improvement District.

The following notice is required by section 372.013(e) of the Texas Local Government Code. NO ASSESSMENT IS BEING IMPOSED ON THE PROPERTY AS A RESULT OF THE 2021-2022 ANNUAL SERVICE PLAN UPDATE.

**NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT
TO CITY OF WATAUGA, TEXAS CONCERNING THE FOLLOWING PROPERTY:
PARK VISTA ADDITION, PHASES I, II, III, AND IV**

As the purchaser of the real property described above, you are obligated to pay assessments to City of Watauga, Texas, for the costs of a portion of a public improvement or services project (the “Authorized Improvements”) undertaken for the benefit of the property within the Park Vista Public Improvement District (the “District”) created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from the City of Watauga, Texas. The exact amount of each annual installment will be approved each year by the City Council of the City of Watauga, Texas in the annual service plan update for the district . More information about the assessments, including the amounts and due dates, may be obtained from the City of Watauga, Texas .

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

Section 5.014 of the Texas Property Code requires “A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code . . . shall first give to the purchaser of the property the written notice prescribed by Subsection (a-1). . .” Subsection 5.014(a-1) of the Texas Property Code provides that the above referenced notice shall be executed by the seller of property and must read as provided above.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas, by Ordinance No. 2021-040 approved on the 13th day of September 2021.

APPROVED:

Arthur L. Miner, Mayor

ATTEST:

Terri Johnson, Interim City Secretary

Exhibit A

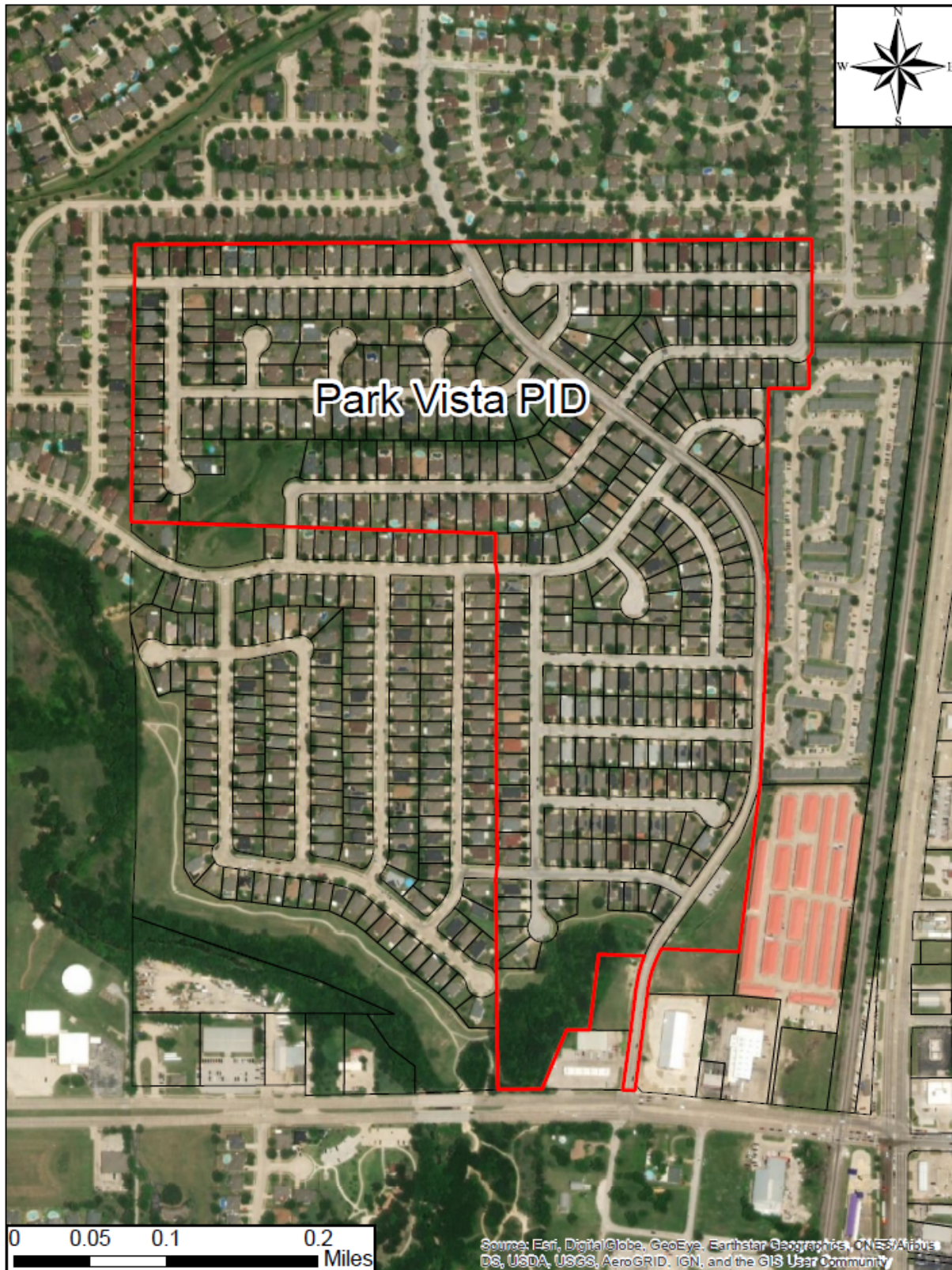


Exhibit B

Legal Description

80.651 acres situated in the WILLIAM EVANS SURVEY, Abst. No. 467 and the DAVID L. HALL SURVEY, Abst. No. 700, City of Fort Worth, City of Watauga and Unincorporated Tarrant County, Texas, being a portion of that certain tract of land conveyed to Havener Rupert Limited Partnership, by deed recorded in Volume 12451, Page 1824, Deed Records, Tarrant County, Texas, said 80.651 acres being more particularly described, as follows:

Commencing at a 1/2" iron found in the north line of Watauga Road (a 120 foot R.O.W.) at the southeast corner of that certain tract of land conveyed to Hillwood - Park Glen, Ltd., by deed recorded in Volume 9357, Page 3424, Deed Records, Tarrant County, Texas;

THENCE North 88 degrees 07 minutes 11 seconds East, along the north line of said Watauga Road, 285.86 feet to a 1/2" iron found at the beginning of a curve to the right, whose radius is 2924.79 feet and whose long chord bears North 89 degrees 24 minutes 55 seconds East, 133.72 feet;

THENCE continuing along the north line of said Watauga Road and along said curve in an easterly direction through a central angle of 02 degrees 37 minutes 11 seconds, a distance of 133.73 feet to a 1/2" iron set at the Point Of Beginning of the herein described tract;

THENCE North 06 degrees 11 minutes 23 seconds East, 387.72 feet to a 1/2" iron set at the beginning of a curve to the right, whose radius is 472.00 feet and whose long chord bears North 16 degrees 13 minutes 38 seconds East, 164.53 feet;

THENCE along said curve in a northerly direction, through a central angle of 20 degrees 04 minutes 28 seconds, a distance of 165.37 feet to a 1/2" iron set in a curve to the left, whose radius is 200.00 feet and whose long chord bears North 77 degrees 31 minutes 13 seconds West, 72.88 feet;

THENCE along said curve in a westerly direction, through a central angle of 20 degrees 59 minutes 45 seconds, a distance of 73.29 feet to a 1/2" iron set at the end of said curve;

THENCE North 88 degrees 01 minutes 06 seconds West, 443.97 feet to a 1/2" iron set in the west line of said Havener Rupert Limited Partnership tract and the east line of said Hillwood - Park Glen, Ltd. tract;

THENCE North 00 degrees 45 minutes 02 seconds West, along the common line of said Havener Rupert Limited Partnership and Hillwood - Park Glen, Ltd. tracts, 1355.51 feet to a 1/2" iron found;

THENCE North 89 degrees 30 minutes 17 seconds West, continuing along the common line of said Havener Rupert Limited Partnership and Hillwood - Park Glen, Ltd. tracts, 1264.52 feet to a 1/2" iron found at the most westerly southwest corner of said Havener - Rupert Limited Partnership tract in the east line of that certain tract of land conveyed to NPC - Basswood Development Corporation, by deed recorded in Volume 12172, Page 796, Deed Records, Tarrant County, Texas;

THENCE North 00 degrees 52 minutes 25 seconds West, along the common line of said Havener Rupert Limited Partnership and NPC - Basswood Development Corporation tracts, 973.19 feet to a 1/2" iron found at the northwest corner of said Havener Rupert Limited Partnership tract;

THENCE North 88 degrees 52 minutes 25 seconds East, continuing along the common line of said Havener Rupert Limited Partnership and NPC - Basswood Development Corporation tracts, passing the southeast corner of said NPC - Basswood Development Corporation tract, passing the southwest and southeast corners of PHASE IV, SECTION 2, PARK GLEN ADDITION, an Addition to the City of Fort Worth, Tarrant County, Texas according to Plat recorded in Plat Cabinet A, Slide 329, Plat Records, Tarrant County, Texas and passing the southwest corner of PHASE IV, SECTION 1, PARK GLEN ADDITION an Addition to the City of Fort Worth, Tarrant County, Texas, according to Plat recorded in Plat Cabinet A, Slide 376, Plat Records, Tarrant County, Texas and continuing, along the common line of said Havener Rupert Limited Partnership tract and said PHASE IV, SECTION 1, PARK GLEN ADDITION, in all, 2346.16 feet to a 1/2" iron set;

THENCE South 00 degrees 52 minutes 25 seconds East, 349.74 feet to a 1/2" iron found at the beginning of a non-tangent curve to the right, whose radius is 50.00 feet and whose long chord bears South 00 degrees 52 minutes 25 seconds East, 82.05 feet;

THENCE along said curve in a southwesterly direction, through a central angle of 110 degrees 16 minutes 36 seconds, a distance of 96.24 feet to a 1/2" iron set;

THENCE South 00 degrees 52 minutes 25 seconds East, 106.02 feet to a 1/2" iron set;

THENCE North 89 degrees 38 minutes 32 seconds West, 141.72 feet to a 1/2" iron set;

THENCE South 00 degrees 21 minutes 28 seconds West, 369.00 feet to a 1/2" iron set at the beginning of a non-tangent curve to the right, whose radius is 60.00 feet and whose long chord bears South 00 degrees 21 minutes 28 seconds West, 60.00 feet;

THENCE along said curve in a southerly direction, through a central angle of 73 degrees 44 minutes 23 seconds, a distance of 64.35 feet to a 1/2" iron set;

THENCE South 00 degrees 21 minutes 28 seconds West, 847.63 feet to a 1/2" iron set at the beginning of a curve to the right whose radius is 468.31 feet and whose long chord bears South 17 degrees 22 minutes 28 seconds West, 274.10 feet;

THENCE along said curve in a southwesterly direction, through a central angle of 34 degrees 01 minutes 68 seconds, a distance of 278.17 feet to a 1/2" iron set at the end of said curve;

THENCE South 34 degrees 23 minutes 26 seconds West, 390.49 feet to a 1/2" iron set at the beginning of a curve to the left, whose radius is 404.00 feet and whose long chord bears South 20 degrees 17 minutes 24 seconds West, 196.85 feet;

THENCE along said curve in a southerly direction, through a central angle of 28 degrees 12 minutes 02 seconds, a distance of 198.85 feet to a 1/2" iron set at the end of said curve;

THENCE South 06 degrees 11 minutes 23 seconds West, passing the northwest corner of that certain tract of land conveyed to Martin and Martin Foundation Drilling Contractors, Co., by deed recorded in Volume 6986, Page 279, Deed Records, Tarrant County, Texas, and continuing, along the west line of said Martin & Martin Foundation Drilling Contractors, Co. tract, in all, 382.02 feet to a 1/2" iron found in the north line of said Watauga Road, said point being in a curve to the left whose radius is 2924.79 feet and whose long chord bears North 86 degrees 36 minutes 24 seconds West, 68.24 feet;

THENCE along the north line of said Watauga Road and along said curve, in a westerly direction, through a central angle of 01 degrees 20 minutes 13 seconds, a distance of 68.24 feet to the POINT OF BEGINNING and containing 80.661 acres of land.



AGENDA MEMORANDUM

DATE: August 25, 2021

TO: Honorable City Council Members

FROM: Sandra Gibson, Director of Finance

THROUGH: Andrea Gardner, City Manager

SUBJECT: Discuss and consider action adopting an ordinance by the City Council of the City of Watauga, Texas levying ad valorem taxes for the 2021 Tax Year for use and support of the municipal government of the City of Watauga, Texas for the 2021-2022 Fiscal Year; apportioning each levy for specific purposes; providing the date when taxes shall be due and timely paid; providing for repeal; providing for severability; providing an effective date; and levying ad valorem taxes for Fiscal Year October 1, 2021 through September 30, 2022 in the amount of \$0.580400 per \$100 of assessed value, comprised of \$0.395445 on each \$100 valuation of property for maintenance and support of the general government and in the amount of \$0.184955 on each \$100 valuation of property for the Interest and Sinking Fund

BACKGROUND/INFORMATION:

Section 10 of the Watauga Home Rule Charter authorizes the levying of ad valorem taxes for the City of Watauga. The required Public Hearing on the tax rate was held on September 13, 2021 and all of the required notices and publications have been completed.

Section 26.05 of the Texas Property Tax Code states that the vote on the ordinance setting the tax rate that exceeds the effective rate must be a record vote, and at least 60 percent of the members of the governing body must vote in favor of the ordinance.

The attached ordinance has been prepared including the required language from Texas Tax Code Sec. 26.05 and has been reviewed and approved by Legal.

The required motion format is included in this agenda item (see attached).

FINANCIAL IMPLICATIONS:

The tax rate is proposed at \$0.580400 per 100 of valuation. Failure to adopt and approve the proposed Ordinance will delay the budget process for the City of Watauga for FY2021-2022.



AGENDA MEMORANDUM

RECOMMENDATION/ACTION DESIRED:

Approval of Ordinance adopting and approving the levying of Ad Valorem Taxes for Fiscal Year 2021-2022.

MOTION FORMAT: See attached

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. A6 Ordinance Tax Levy 2021 (1)
2. Tax Levy 2021 Reading

REVIEWED BY:

Sandra Gibson, Director of Finance

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/30/2021

Approved - 9/3/2021

Final Approval - 9/3/2021

CITY OF WATAUGA, TEXAS
ORDINANCE NO. 2021-042

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS LEVYING AD VALOREM TAXES FOR THE 2021 TAX YEAR FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF WATAUGA, TEXAS FOR THE 2021-2022 FISCAL YEAR; APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; PROVIDING THE DATE ON WHICH SUCH TAXES SHALL BE DUE AND TIMELY PAID; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council finds the City of Watauga, Texas has previously complied with all notice, publications and public hearing requirements of the Home Rule Charter of the City of Watauga, Texas and the laws of the State of Texas providing for the consideration and adoption of the 2021 Tax Year Property Tax Rate; and

WHEREAS, the City Council finds ad valorem taxes should be levied and collected to provide a portion of the revenues necessary for the use and support of the City of Watauga, Texas municipal government.

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

I.

The facts and recitations set forth in the preamble of this ordinance are hereby found to be true and correct and are adopted herein for all purposes.

II.

There is hereby levied and there shall be collected for the use and support of the municipal government of the City of Watauga, Texas, and to provide an Interest and Sinking Fund, for the 2021-2022 Fiscal Year, upon all property, real, personal and mixed, within the corporate limits of the City subject to taxation, a tax of \$0.580400 on each \$100.00 valuation of property, said tax being so levied and apportioned to the specific purposes herein set forth:

1. For the maintenance and support of the general government (General Fund), \$0.395445 on each \$100.00 valuation of property; and
2. For the Interest and Sinking Fund, \$0.184955 on each \$100.00 valuation of property.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.50 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY -\$5.25.

III.

Taxes levied under the Ordinance shall be due October 1, 2021, and if not paid on or before January 31, 2022, shall immediately become delinquent.

IV.

All ad valorem taxes due the City of Watauga, Texas, and not paid on or before February 1 following the year for which they were levied shall bear penalty and interest as prescribed in the Texas Tax Code, as may be amended.

V.

All taxes shall become a lien upon the property against which assessed, and the City assessor and collector of the City of Watauga, Texas, shall by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the General Fund of the City of Watauga, Texas. All delinquent taxes shall bear interest from the date of delinquency at the rate as prescribed by state law.

VI.

The City assessor and collector of the City of Watauga, Texas is hereby directed to assess for the 2021 Tax Year the rates and amounts herein levied and, when such taxes are collected, to distribute the collections in accordance with this Ordinance.

VII.

This Ordinance shall be and is hereby cumulative of all other Ordinances of the City of Watauga, Texas, and this Ordinance shall not operate to repeal or affect any such other Ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event, such conflicting provisions, if any, in such other Ordinance or Ordinances are hereby repealed.

VIII.

If any section, subsection, sentence, or clause or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance.

IX.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this 13th day of September 2021.

APPROVED:

ARTHUR L. MINER, MAYOR

ATTEST:

ANDREA GARDNER, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

RUSSELL RODRIGUEZ HYDE BULLOCK, LLP
CAROLINE KELLEY, CITY ATTORNEY



AGENDA MEMORANDUM

DATE: August 25, 2021

TO: Honorable City Council Members

FROM: Sandra Gibson, Director of Finance

THROUGH: Andrea Gardner, City Manager

SUBJECT: Discuss and consider action adopting an ordinance of the City Council of the City of Watauga, Texas, ratifying a property tax increase reflected in the City of Watauga budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022, in accordance with Texas Local Government Code Section 102.007; providing for repeal; providing for severability; and providing an effective date

BACKGROUND/INFORMATION:

Local Government Code Section 102.007 requires that if a City's property tax levy raises more revenue from property taxes than in the preceding year, the governing body must hold a separate vote to ratify the property tax increase reflected in the budget. State law requires that this vote is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate required by Chapter 26, Tax Code, or other law.

This budget will raise more revenue from property taxes than last year's budget by an amount of \$411,746, or 5.05% and of that amount, \$13,280 is tax revenue to be raised from new property added to the tax roll this year.

All of the required Public Hearings, notices, and publications relating to the Proposed Budget for Fiscal Year 2021-2022 have been completed.

FINANCIAL IMPLICATIONS:

Failure to adopt and approve the proposed Ordinance will delay the budget process for the City of Watauga for Fiscal Year 2021-2022.

RECOMMENDATION/ACTION DESIRED:

Approval of Ordinance 2021-043 adopting and approving a property tax increase reflected in the Budget of the City of Watauga for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022.



AGENDA MEMORANDUM

Motion language: **"I MOVE TO RATIFY THE PROPERTY TAX INCREASE REFLECTED IN THE 2021-2022 OPERATING BUDGET, AS PRESENTED."**

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Ordinance Tax Revenue Increase 2021-2022
2. Tax Increase in Budget Reading

REVIEWED BY:

Sandra Gibson, Director of Finance

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/30/2021

Approved - 9/3/2021

Final Approval - 9/3/2021

CITY OF WATAUGA, TEXAS
ORDINANCE NO. 2021-043

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS, RATIFYING A PROPERTY TAX INCREASE REFLECTED IN THE CITY OF WATAUGA BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022, IN ACCORDANCE WITH TEXAS LOCAL GOVERNMENT CODE SECTION 102.007; PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council finds the proposed budget for the 2021-2022 Fiscal Year for the City of Watauga will require raising more revenue from property taxes than in the previous fiscal year; and

WHEREAS, the City Council finds Section 102.007 of the Texas Local Government Code requires a separate vote by the City Council to ratify a property tax increase when adopting a budget that will require raising more revenue from property taxes than in the previous fiscal year; and

WHEREAS, the City Council finds this vote is in addition to and separate from the vote to adopt the budget and the vote to set the tax rate.

NOW, THEREFORE, BE IT ORDAINED by the City Council for the City of Watauga, Texas.

I.

The facts and recitations set forth in the preamble of this ordinance are hereby found to be true and correct and adopted herein for all purposes.

II.

The budget for the City of Watauga for the fiscal year beginning October 1, 2021, and ending September 30, 2022, will raise more revenue from property taxes than the previous fiscal year's budget by \$411,746 or 5.05%, and of that amount, \$13,280 is tax revenue to be raised from new property added to the tax roll this year. The property tax increase that is reflected in the budget for the City of Watauga for the fiscal year beginning October 1, 2021, and ending September 30, 2022, is hereby ratified.

III.

This Ordinance shall be and is hereby cumulative of all other Ordinances of the City of Watauga, Texas, and this Ordinance shall not operate to repeal or affect any such other Ordinances except insofar as the provisions thereof might be inconsistent or in

conflict with the provisions of this Ordinance, in which event, such conflicting provisions, if any, in such other Ordinance or Ordinances are hereby repealed.

IV.

If any section, subsection, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance.

V.

This Ordinance shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the 13th day of September 2021.

APPROVED:

ARTHUR L. MINER, MAYOR

ATTEST:

ANDREA GARDNER, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

RUSSELL RODRIGUEZ HYDE BULLOCK, LLP
CAROLINE KELLEY, CITY ATTORNEY



AGENDA MEMORANDUM

DATE: August 25, 2021

TO: Honorable City Council Members

FROM: Sandra Gibson, Director of Finance

THROUGH: Andrea Gardner, City Manager

SUBJECT: Discuss and consider action on an ordinance of the City of Watauga, Texas, amending Chapter 16 and Chapter 12 of the Code of Ordinances of the City of Watauga, Texas; amending the fee schedule and rules and regulations related to fees; providing for repeal; providing for severability; and providing an effective date

BACKGROUND/INFORMATION:

Local Governments have broad authority to implement user fees that reasonably cover the costs of their operations. User fees differ from taxes, which must be authorized by the State legislature. Municipal User Fees are defined as a fee for city services paid by an individual to access a service or facility.

Over the past several months, a user fee analysis has been underway for all City of Watauga municipal user fees. As part of this process, staff considered the costs of providing services and researched comparative City fees. Staff presented recommendations to City Council on August 23, 2021 for proposed changes to the Chapter 12 Fee Schedule. The recommendations are included in the attached proposed Ordinance amending user fees with a proposed effective date of October 1, 2021.

In summary, the proposed fee changes include building and development related fees, convenience fees, recreation membership fees, utility service fees, as well as water and sewer base rates and volumetric rate increases. The following sections have proposed fee changes:

- Section 12-2 – Chapter 2, Administration and miscellaneous fees
- Section 12-16 – Chapter 16, Health
- Section 12-22. – Chapter 22, Licenses permits and business regulations
- Section 12-30. – Chapter 30, Parks and recreational facilities



AGENDA MEMORANDUM

- Section 12-42. – Chapter 42, Utilities
- Section 12-103. – Chapter 103, Buildings and building regulations
- Section 12-113. – Chapter 113, Subdivisions

In addition, staff has recommended an amendment to Chapter 16, Article II, Division 2, Section 16-47 regarding ambulance services. The current ordinance states that ambulance fees will be adopted by the City Council by resolution. Staff recommends changing "resolution" to "ordinance" and incorporating the ambulance fees into the City's Chapter 12 fee schedule. In addition, staff recommends adding language for exempting City staff and their dependents that are on the City's insurance from being charged ambulance fees. This exemption was previously included in the resolution adopting ambulance fees.

The attached ordinance has been reviewed by legal. A public hearing has been advertised and held to allow for citizen input on the changes to the Chapter 12 Fee Schedule.

FINANCIAL IMPLICATIONS:

Changes to user fees for building development, permits, recreation, and ambulance services are estimated to generate approximately \$85,000 annually.

Water and sewer rate increases are expected to generate \$370,000 annually and will fund wholesale water and wastewater cost increases, personnel cost increases, and debt service increases.

RECOMMENDATION/ACTION DESIRED:

Respectfully recommend the Council review and take action on the item presented.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. 10-1-2021 Proposed Fee Schedule Update (2)
2. Section 16-47 Redline
3. 2021.09.13 Fee Schedule redline (2)

REVIEWED BY:

Caroline Kelley, Attorney
Andrea Gardner, City Manager

Approved - 9/7/2021
Final Approval - 9/8/2021

Approved as to form for inclusion on Agenda



AGENDA MEMORANDUM

**CITY OF WATAUGA, TEXAS
ORDINANCE NO. 2021-044**

**AN ORDINANCE OF THE CITY OF WATAUGA, TEXAS,
AMENDING CHAPTER 12 AND CHAPTER 16 OF THE
CODE OF ORDINANCES OF THE CITY OF WATAUGA,
TEXAS; AMENDING THE FEE SCHEDULE AND RULES
AND REGULATIONS RELATED TO FEES; PROVIDING
FOR REPEAL; PROVIDING FOR SEVERABILITY; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, pursuant to Chapter 51 of the Texas Local Government Code, the City of Watauga has the full power of local self-government and may adopt and amend ordinances for the good government, peace and order of the City; and

WHEREAS, the City Council finds a revision of the Code of Ordinances to incorporate the ambulance fees set by City Council into the schedule of fees is merited; and

WHEREAS, the City of Watauga has studied the cost of providing city services and enforcing regulations; and

WHEREAS, the City of Watauga has identified certain services that are currently not being covered by the existing fees; and

WHEREAS, the City Council of the City of Watauga finds that the fees established herein do not exceed the amount reasonably necessary to provide the services to which they are related; and

WHEREAS, the City Council of the City of Watauga finds that the fees and rates described herein are necessary to provide for the services to which they relate; and

WHEREAS, the City Council finds that it is necessary to amend its fee schedule in order to more effectively provide services to the residents and businesses of the City of Watauga.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Watauga, Texas as follows:

I.

The facts and recitations set forth in the preamble of this Ordinance are hereby found to be true and correct and adopted herein for all purposes.

II.

The City of Watauga Code of Ordinances is hereby amended by deleting Section 16-47 of Chapter 16 thereof and substituting therefor a new Section 16-47 of Chapter 16 to provide as follows:

“Chapter 16 - HEALTH

. . . .

ARTICLE II. - AMBULANCE SERVICES

. . . .

DIVISION 2. – EMERGENCY AMBULANCE SERVICES

. . . .

Sec. 16-47. Fee schedule.

. . . .

The fees and charges for the use of the city ambulance services along with specified collection standards shall be established by ordinance by the city council in the amounts set forth in the schedule of fees in Chapter 12 of this Code. City of Watauga insured employees and their spouses and dependents are exempt from such fees.”

III.

The City of Watauga Code of Ordinances is hereby amended by deleting Subsection 12-2(e) of Chapter 12 thereof and substituting therefor a new Subsection 12-2(e) to provide as follows:

“Chapter 12 - FEE SCHEDULE

Sec. 12-2. - Chapter 2, Administration and miscellaneous fees.

. . . .

(e) Convenience Fee: \$2.25 each transaction.”

IV.

The City of Watauga Code of Ordinances is hereby amended by adding a new Subsection 12-16(d) of Chapter 12 to provide as follows:

“Chapter 12 – FEE SCHEDULE

. . . .

Sec. 12-16. - Chapter 16, Health

. . . .

(d) Ambulance Service Rates

Advanced Life Support (ALS) Resident	\$705.00
Advanced Life Support (ALS) Non-Resident	\$855.00
Basic Life Support (BLS) Resident	\$637.00
Basic Life Support (BLS) Non-Resident	\$787.00
Treatment / No-Transport	\$175.00
ALS Mileage per mile	\$15.00
BLS Mileage per mile	\$15.00
ALS Supplies – Routine Disposable	\$52.50
BLS Supplies – Routine Disposable	\$52.50
Disposable Linen Kit	\$25.00
Oxygen, Administration, & Supplies/hr.	\$119.00
ALS Supplies – Airway Management	\$94.00
Additional Supplies – Airway Management	\$112.80
Additional Supplies – IV Therapy	\$309.60
Additional Supplies – EKG Interpretation	\$312.00
ALS Supplies – CPAP	\$40.00
ALS Supplies – Capnography	\$156.00
ALS Supplies – Defibrillation	\$210.00

ALS Supplies – EKG Pads	\$36.75
ALS Supplies – External Pacing	\$210.00
ALS Supplies – IV Therapy	\$258.00
Emergency Rate	\$112.80
Pulse Oximeter	\$113.40
Blood Glucose Test	\$45.64
Spinal Immobilization	\$184.50

The rate structure for medications dispensed in connection with ambulance services will be determined by an annual review conducted by the Chief of the Fire Department and approved by the City Manager. The medication rate structure will be based on supplier costs at the time of the annual review.”

V.

The City of Watauga Code of Ordinances is hereby amended by deleting Subsections 12-22(m)(2) and 12-22(m)(3) of Chapter 12 thereof and substituting therefor new Subsections 12-22(m)(2) and 12-22(m)(3) of Chapter 12 to provide as follows:

“Chapter 12 – FEE SCHEDULE

. . . .

Sec. 12-22. - Chapter 22, Licenses, permits and business regulations.

. . . .

(m) *Single-family dwelling rental units.*

. . . .

(2) *Annual permit fee* . Applications for permit shall include an annual permit fee of \$150.00.

(3) *Early move-in fee*. A fee of \$150.00 will be due from the owner of the single-family dwelling unit if a tenant moves into the dwelling before inspection or application for permit has been made.”

VI.

The City of Watauga Code of Ordinances is hereby amended by deleting Section 12-30 of Chapter 12 thereof and substituting therefor a new Section 12-30 of Chapter 12 to provide as follows:

“Chapter 12 – FEE SCHEDULE

. . . .

Sec. 12-30. - Chapter 30, Parks and recreational facilities.

(a) *Recreation and community center membership fees:*

Type	Resident Fee	Nonresident Fee
Adult:		
Annual	\$55.00	\$125.00
Daily walk-in	\$6.00	\$6.00
Child 17 and under:		
Annual	\$25.00	\$60.00
Daily walk-in	\$3.00	\$3.00
Hall Pass 3 p.m.—6 p.m.	\$10.00/seasonal	\$10.00/seasonal
Seniors over 60:		
Annual	\$30.00	\$65.00
Daily walk-in	\$4.00	\$4.00
Family of four:		
Annual	\$140.00	\$280.00
Each additional child	\$20.00	\$20.00
City employee:		
Annual	\$0.00	\$0.00
Daily walk-in	\$0.00	\$0.00
City Employee Spouse:		
Annual	\$20.00	\$20.00
Daily walk-in	\$3.00	\$3.00
City Employee Child 17 & Under:		
Annual	\$10.00	\$10.00
Daily walk-in	\$2.00	\$2.00
Senior Center Membership	\$15.00	\$15.00

Recreational center membership includes access to the gymnasium, fitness room, activity room, entertainment area and locker rooms. Senior Center membership is for access to Senior Center only. Membership is not mandatory to participate in classes and programs or city-sponsored sports leagues.

(b) *Recreation and community center class fees :*

Type	Resident Fee	Nonresident Fee
Pickle Pass	\$20.00/seasonal	\$20.00/seasonal
League Fees (seasonal)	Based on area user fees for specific activity – City receives 20% by contract	Based on area user fees for specific activity – City receives 20% by contract

(c) *Recreation and community center rental of facility fees :*

Type	Resident Fee	Nonresident Fee
Foster Village	\$40.00/hr. (3 hr. minimum)	\$50.00/hr. (3 hr. minimum)
Recreation Center		
Multi-purpose Room (A)	\$50.00/hr.	\$60.00/hr.
Multi-purpose Room (B)	\$40.00/hr.	\$50.00/hr.
Multi-purpose Room (C)	\$50.00/hr.	\$60.00/hr.
Multi-purpose Room (E)	\$50.00/hr.	\$60.00/hr.
Active Adult Center Room	\$75.00/hr.	\$85.00/hr.
Gym ½ Court	\$35.00/hr.	\$45.00/hr.
Gym Full Court	\$55.00/hr.	\$65.00/hr.
After hours fee	\$20.00/hr. additional charge	\$20.00/hr. additional charge
Capp Smith Park		
Amphitheatre (1 st 3 hours)	\$60.00 (3 hr. block)	\$70.00 (3 hr. block)
Amphitheatre (each additional hour)	\$25.00/hr. (each additional hour)	\$35.00/hr. (each additional hour)
Pavilion #1 (1 st 3 hours)	\$35.00 (3 hr. block)	\$45.00 (3 hr. block)
Pavilion # 1 (each additional hour)	\$15.00/hr.	\$25.00/hr.
Pavilion #1 All Day	\$110.00	\$120.00

Pavilion #2, 3, 4 (1 st 3 hours)	\$25.00 (3 hr. block)	\$25.00 (3 hr. block)
Pavilion #2, 3, 4 (each additional hour)	\$10.00/hr.	\$20.00/hr.
Pavilion #2, 3, 4 All Day	\$70.00	\$80.00
Field Rentals	\$25.00/hr.	\$35.00/hr.
Cabana Rentals	\$35.00/2 hours Mon-Fri	\$50.00/2 hours Mon-Fri
Cabana Rentals (with host)	\$45.00/2 hours Sat-Sun	\$60.00/2 hours Sat-Sun
Cabana rental Deposit	\$30.00	\$30.00
After Hours Splash Pad and cabana rentals after hours (with 2 party attendants)	\$300.00/3 hours	\$300.00/3 hours
After Hours Splash Pad and cabana rental deposit	\$150.00	\$150.00

(d) Other Camps and Miscellaneous Fees

Type	Resident Fee	Nonresident Fee
Youth Fire Camp	\$75.00	\$75.00

A refundable deposit of \$30.00 is due on all reservations made for a Watauga facility. Deposits will be refunded providing there were no damages to the facility reserved. Any reservations cancelled at least two weeks prior to the reservation date will be entitled to a full refund. Cancellations less than two weeks prior to the reservation date will cause forfeiture of the entire deposit.”

VII.

The City of Watauga Code of Ordinances is hereby amended by deleting Subsections 12-42(a), 12-42(b), 12-42(c), 12-42(f) and 12-42(l) of Chapter 12 thereof and substituting therefor new Subsections 12-42(a), 12-42(b), 12-42(c), 12-42(f) and 12-42(l) of Chapter 12 to provide as follows:

“Chapter 12 - FEE SCHEDULE

. . . .

Sec. 12-42. - Chapter 42, Utilities.

(a) Water Rates

(1) Billing policy where only one user or building is tied to the same meter:

- (a) The monthly bill will be computed as follows: The minimum bill taken from Schedule A plus a volume charge of \$5.16 per 100 cubic feet on monthly volume greater than the minimum volume from Schedule A for all customers.
- (b) Residential customers who have attained the age of 65 and reside in owner-occupied or rental property within the City will be eligible for a \$5.00 discount for water service on their monthly bill when proof of eligibility is provided to the City.

SCHEDULE A WATER RATE SCHEDULE

Effective October 1, 2021

Meter size (inches)	3/4"	1"	1¼"	1½"	2"	3"	4"	6"/8"
Minimum Bill*	\$18.23	\$24.68	\$32.89	\$67.05	\$87.10	\$159.22	\$264.18	\$673.26
Volume* first:	267	345	460	937	1,300	2,400	4,000	10,000

*Volume included in minimum bill (base charge)

(2) Billing policy where more than one user or building is tied onto the same meter:

It shall be the policy of Watauga to bill each home, homes, duplex, triplex, offices or any other buildings where more than one user is tied onto the same water meter at \$18.23 per month for each customer unit for water, plus a monthly volume charge of \$5.16 per 100 cubic feet of water used by the building.

(3) Billing for apartment complexes and mobile home parks:

\$18.23 per month per apartment or mobile home plus a monthly volume charge of \$5.16 per 100 cubic feet of water used by the apartment complex or park.

Apartment or mobile home park owner shall furnish a certified statement of occupancy prior to the 10th of each month. Failure to file occupancy statement will result in billing for 100% occupancy.

- (4) As used herein, single-family residential unit is defined as any residential dwelling unit that is designed for, and inhabited by, a single person or family unit and that generates and accumulates household hazardous waste and that is located within the city's corporate limits and is billed by the city for water and sewer services.

a. Household hazardous waste collection service fee....\$0.89 per month per single family residential unit.

(b) Sewer Rates

- (1) *Minimum monthly service charge.* The monthly bill will be computed as follows: The minimum monthly service charge will be \$20.52 for all customers. Residential Customers who have attained the age of 65 and reside in owner-occupied or rental property within the City are eligible for a \$5.00 discount for sewer service on their monthly bill when proof of eligibility is provided to the City.

(2) *Volume Charge.*

- (a) A monthly volume charge shall also be charged to all customers in the amount of \$3.17 per 100 cubic feet of water used or wastewater produced.
- (b) The monthly volume charge for residential customers will be based on the lesser of the calculated average monthly water consumption billed during the winter quarter months of December, January and February, or actual water usage during the month. The volumes used to compute these charges are based on the amount of water used by the residential customer as measured by a meter. Where the previous winter quarter average is not available from the records, the volume to be used for the monthly volume charge shall be 900 cubic feet.
- (3) *Determination of water use for commercial and industrial customers.* The monthly charges to commercial and industrial customers will be based on water use for each month as measured by appropriate meters, with the provision that, if a customer can show to the satisfaction of the Director of Public Works that a significant portion of the metered water usage does not enter the sanitary sewer system, the customer will be charged only for that volume entering the wastewater system, as determined by a method approved by the Director of Public Works.
- (4) *Industrial waste.* All industrial users: To be served on the system only by specific contract approved by the city council for the particular industrial sewage or water involved.

- (5) *Waste creating unusual conditions or problems.* In the event a commercial customer is introducing sewage into the wastewater system that creates unusual conditions or problems such as excessive oils, grease or chemicals, the director of public works shall advise the customer of his options which are available to the commercial customer to remedy the existing condition. Those options include the following:
- (a) To correct at his own expense the conditions causing the excess.
 - (b) To pay a monthly rate, to be determined by the Director of Public Works, to the City equal to the expense of maintaining and/or treating the excessive waste.
- (6) *Billing policy where more than one user or building is tied onto the same water meter.* It shall be the policy of the City to bill each home, homes, duplex, triplex, offices, or any other buildings where more than one user is tied onto the same water meter at \$20.52 per month for each customer unit for sewer, plus a monthly charge to be calculated as noted in subsection (2)(a) above.
- (7) *Billing for apartment and mobile home parks.*
- (a) \$20.52 per month per apartment or mobile home plus a monthly volume charge of \$3.17 per 100 cubic feet of water used by the apartment complex or park.
 - (b) The apartment or mobile home park owner shall furnish a certified statement of occupancy prior to the 10th of each month. Failure to file the occupancy statement will result in billing for 100% occupancy.

(c) Deposits

- (1) *Calculation of deposit.* The required deposit will be based on historical average consumption using not less than 12 consecutive months of data, computed using the current city water and wastewater rates. The required deposit will be 1.5 times the average bill. If no recent historical data is available, the deposit will be taken from schedule B. All residential customers will use Schedule B.

SCHEDULE B. WATER AND SEWER DEPOSITS
Effective October 1, 2021

Customer Type	Water	Sewer	Garbage
Renter-occupied residential	\$100.00	\$75.00	\$25.00
Owner residential	\$75.00	\$50.00	\$25.00
Commercial:			
$\frac{3}{4}$ "	\$150.00	\$100.00	

1" - 1½"	\$150.00	\$100.00	
2"	\$600.00	\$600.00	
4"	\$1,500.00	\$1,500.00	
6"—8"	\$4,500.00	\$2,900.00	
Multifamily: All sizes/per unit (unless owner deposit on file)	\$150.00	\$100.00	
Fire hydrant meter	\$1,000.00		

. . . .

(f) *Water and sewer connection fees.*

- (1) *Developed service.* A developed service is a service where the developer installed the tap, service line and meter box for water and tapping saddle and service line stub-out for wastewater service.
- (2) *Undeveloped service.* An undeveloped service is a service where the city has to install the tap, service line, meter box and meter for water and tapping saddle and service line stub-out for wastewater service.
- (3) *Additional services.* Additional services which are not included in the service connection fees are boring costs, service line costs in excess of 50 feet and street cut costs.
- (4) *Special conditions taps.* Taps larger than eight inches or requiring a special tapping crew. Fee will be charged according to tap installation costs.

Size	Developed	Undeveloped
WATER SERVICE CONNECTION FEES		
5/8 " x ¾"	\$300.00	\$500.00
1"	\$350.00	\$565.00
2"	\$700.00	\$965.00
3"	\$1,400.00	**
4"	\$1,950.00	**
SANITARY SEWER SERVICE CONNECTION FEES		
4"	\$75.00	\$305.00
6"	\$75.00	**
8"	\$75.00	**

** These service connections shall be installed by a utility contractor for the developer at developer's cost.

Reconnect fee. When customer water or wastewater service has been disconnected, payment must be made by cash, check, credit card, or money order to restore service. Where water service has

been disconnected for failure to pay for services rendered, a charge of \$45.00 shall be made for each meter on the final disconnection report and the utility account must be paid in full before such service is restored. An additional charge of \$50.00 for each meter shall be made if service is restored after 5:00 p.m. and before 8:00 a.m. on Monday through Friday or anytime on Saturday or Sunday.

. . . .

(l) *Meter investigation fees.*

- (1) Should any customer demand that a meter investigation be performed by the city in order to read the meter, verify readings or conduct leak investigations, a fee of \$10.00 will be assessed to the customer account exceeding two times in one calendar year (January 1 to December 31) if no problem is detected by the city in the investigation.
- (2) Upon a second trip to a location made at the request of the customer for assistance, if the customer fails to meet his responsibility in order for a city representative to complete the service request, a fee of \$20.00 will be imposed on the customer account for each additional customer assistance call or dispatch.
- (3) Should any customer demand that a meter be tested by a third party for accuracy, he shall make a cash deposit with the city utility department of \$60.00.
- (4) Should any customer demand that a meter be replaced and such meter is under the age of seven (7) years, a fee of \$100.00 will be imposed on the customer account.”

VIII.

The City of Watauga Code of Ordinances is hereby amended by deleting Subsection 12-42(n).

IX.

The City of Watauga Code of Ordinances is hereby amended by deleting Section 12-103 of Chapter 12 thereof and substituting therefor a new Section 12-103 of Chapter 12 to provide as follows:

“Chapter 12 - FEE SCHEDULE

. . . .

Sec. 12-103. - Chapter 103, Buildings and building regulations.

(a) *Fees* . Fees required by chapter 103 are as follows:

- (1) Construction Investigation – work without a permit. Whenever any work for which a permit is required by code or ordinance has commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.
- (2) *Construction investigation fee.* An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is subsequently issued. The investigation fee shall be \$200.00.

(3) Building/Structure Moving or Relocating – Fee shall be the cost of regulating the activity (processing the application, staff manpower for escorts, etc.) but in no case less than \$200.00.

(b) *Building permits; building contractor registration; miscellaneous permit and registration fees .*

(1) *Table I-A .*

\$1.00—\$500.00	\$36.00
\$501.00—\$2,000.00	\$36.00 for the first \$500.00 plus \$3.86 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00—\$25,000.00	\$94.00 for the first \$2,000.00 plus \$18.14 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00—\$50,000.00	\$512.00 for the first \$25,000.00 plus \$13.04 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00—\$100,000.00	\$838.00 for the first \$50,000.00 plus \$9.06 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00—\$500,000.00	\$1,291.00 for the first \$100,000.00 plus \$7.24 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00—\$1,000,000.00	\$4,187.00 for the first \$500,000.00 plus \$6.16 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$7,267.00 for the first \$1,000,000.00 plus \$3.99 for each additional \$1,000.00, or fraction thereof

(2) a. *Commercial plan review fee .* 65 percent of permit fee.

b. *Residential plan review fee.* 25 percent of permit fee for each newly constructed residential dwelling unit.

(3) *Other inspection and fees .*

- a. *Inspections outside normal business hours (minimum charge, two hours) :* \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
- b. *Reinspection fees :* \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
- c. *Inspections for which no fee is specifically indicated (minimum charge, one hour) :* \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

- d. *Additional plan review required by changes, additions or revisions to plans (minimum charge, one hour) : \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.*
- e. *For use of outside consultants for checking plans and inspections, or both : Actual costs. Actual costs include administrative and overhead costs.*

(4) *Building valuation data . Occupancy and type based on cost per square foot.*

(5) Group (2015 International Building Code	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	226.92	219.10	213.80	205.04	192.95	187.36	198.56	176.18	169.73
A-1 Assembly, theaters, without stage	207.97	200.15	194.85	186.09	174.15	168.55	179.61	157.38	150.92
A-2 Assembly, nightclubs	177.49	172.34	167.98	161.18	151.95	147.76	155.52	137.58	132.93
A-2 Assembly, restaurants, bars, banquet halls	176.49	171.34	165.98	160.18	149.95	146.76	154.52	135.58	131.93
A-3 Assembly, churches	209.94	202.13	196.83	188.07	176.32	170.72	181.59	159.54	153.09
A-3 Assembly, general, community halls, libraries, museums	175.12	167.31	161.01	153.25	140.50	135.90	146.77	123.72	118.27
A-4 Assembly, arenas	206.97	199.15	192.85	185.09	172.15	167.55	178.61	155.38	149.92
B Business	181.12	174.43	168.67	160.26	146.18	140.70	153.97	128.34	122.72
E Educational	192.29	185.47	180.15	172.12	160.72	152.55	166.18	140.46	136.18
F-1 Factory and industrial, moderate hazard	108.53	103.54	97.56	93.81	84.17	80.36	89.86	70.57	66.08
F-2 Factory and industrial, low hazard	107.53	102.54	97.56	92.81	84.17	79.36	88.86	70.57	65.08
H-1 High Hazard, explosives	101.60	96.60	91.63	86.88	78.44	73.62	82.93	64.84	0.00
H234 High Hazard	101.60	96.60	91.63	86.88	78.44	73.62	82.93	64.84	59.35
H-5 HPM	181.12	174.43	168.67	160.26	146.18	140.70	153.97	128.34	122.72

I-1 Institutional, supervised environment	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
I-2 Institutional, hospitals	304.80	298.11	292.36	283.95	268.92	0.00	277.65	251.09	0.00
I-2 Institutional, nursing homes	211.20	204.51	198.75	190.34	177.26	0.00	184.05	159.42	0.00
I-3 Institutional, restrained	206.08	199.38	193.63	185.22	172.62	166.14	178.93	154.78	147.16
I-4 Institutional, day care facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
M Mercantile	132.23	127.09	121.73	115.92	106.18	102.99	110.26	91.82	88.16
R-1 Residential, hotels	182.28	175.70	170.83	162.68	150.87	146.84	162.68	135.49	131.23
R-2 Residential, multiple family	152.86	146.27	141.41	133.25	122.04	118.01	133.25	106.66	102.41
R-3 Residential, one- and two-family	143.93	139.97	136.51	132.83	127.95	124.61	130.57	119.73	112.65
R-4 Residential, care/assisted living facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
S-1 Storage, moderate hazard	100.60	95.60	89.63	85.88	76.44	72.62	81.93	62.84	58.35
S-2 Storage, low hazard	99.60	94.60	89.63	84.88	76.44	71.62	80.93	62.84	57.35
U Utility, miscellaneous	77.82	73.48	69.04	65.52	59.23	55.31	62.58	46.83	44.63
a. Private Garages use Utility, miscellaneous									
b. Unfinished basements (all use group) = \$15.00 per sq. ft.									
c. For shell only buildings deduct 20 percent									
d. Not permitted									

Add 0.5 percent to total cost for each story over three.

- (5) *Building valuation data formula* . Cost per square foot multiplied by the Texas regional modifier of 0.77.
- Example: Type IIA, B Business of average construction is $\$168.67 \times .77$ modifier = \$129.88 adjusted cost per square foot.
- a. The administrative official having jurisdiction for the city shall determine all building or construction valuations.
 - b. Valuations shall be the greater of the valuation as established from table 1-A or using the formula from the building valuation data list.
- (6) *Contractor registration fees* .
- a. Contractor builder or remodeler registration fee, yearly \$100.00
 - b. Contractor roofer registration fee, yearly \$100.00
 - c. Contractor irrigator registration fee, yearly \$100.00
 - d. Contractor journeyman electrician registration fee, yearly \$100.00
 - e. Contractor fence registration fee, yearly\$100.00
 - f. Contractor general registration fee, yearly\$100.00
- (7) *New Single-family construction permit fees*. Shall be based on square footage. The cost shall be \$1.30 per square foot. .
- a. Electrical permit fees for new single-family construction shall be 15 percent of the building permit fee. (Note: Temporary power pole fee for new single-family construction is \$25.00.)
 - b. Plumbing permit fees for new single-family construction shall be 5 percent of the building permit fee.
 - c. Mechanical permit fees for new single-family construction shall be 3 percent of the building permit fee.
 - d. *Single-family remodel construction permit fees*. Shall be based on square footage. The cost shall be \$0.85 per square foot.
- (8) *Fence permit fees* . Fees for fence permits shall be based on cost of construction as determined in table 1-A.
- (9) *Swimming pool/spa/hot tub fees* . Fees for swimming pool, spa and hot tub construction, excluding electrical, shall be based on cost of construction as determined in table 1-A.
- (10) *Reroofing permit fees* .
- a. For reroofing single-family structures or fractions thereof, each \$100.00
 - b. Fees for commercial reroofing shall be based on cost of construction as determined in table 1-A.
- (11) *Demolition permit fee* . For the demolition of each structure of building, including accessory buildings \$100.00 .

- (c) *Carport construction* . Residential carport permit fees shall be \$200.00. Commercial carport permit fees shall be based on cost of construction as determined in table 1-A, but in no instance shall be less than \$350.00.
- (d) *Electrical permits* .
 - (1) *Permit issuance* .
 - a. For the issuance of each permit \$70.00
 - b. For issuance of each supplemental permit \$15.00
 - (2) *System fee schedule* . (Note: The following do not include permit issuing fees.)
 - a. *New multi-family residential buildings (apartments or condominiums)* .
 - 1. Fees for this type of construction will be based on the fee schedule.
 - 2. For all other types of residential occupancies and alterations, additions, and modifications to existing residential buildings, use the unit fee schedule.
 - b. *Private swimming pools* .
 - 1. For new private residential in-ground and above ground swimming pools for single-family and multi-family occupancies including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of a swimming pool, each \$175.00
 - 2. For therapeutic whirlpools, spas, and alterations to existing swimming pools, use the unit fee schedule.
 - c. *Carnivals and circuses* . Utilizing transportable-type rides, booths, displays and attractions.
 - 1. For electric generators and electrically driven rides, each \$25.00
 - 2. For mechanically driven rides and walk-through attractions or displays having electric lighting, each \$10.00
 - 3. For a system of area and booth lighting, each \$10.00
 - 4. For permanently installed rides, booths, displays and attractions, use the unit fee schedule.
 - d. *Temporary power service* .
 - 1. Temporary service power pole and attachments, each \$25.00
 - 2. Temporary distribution system and temporary lighting, each \$10.00
 - (3) *Unit fee schedule* . (Note: The following do not include permit-issuing fees.)
 - a. *Receptacle, switch and lighting outlets* . For receptacle, switch, lighting, or other outlets at which current is used or controlled, except services, feeders, and meters:
 - 1. First ten \$2.50 each
 - 2. Additional outlets \$1.00 each

Note: for multi-outlet assemblies, for each five feet or fraction thereof, may be considered one outlet.

b. *Lighting fixtures* .

1. For lighting fixtures, sockets or other lamp-holding devices:
 - (i) First ten \$2.50 each
 - (ii) Additional fixtures \$1.00 each
2. For pole or platform mounted lighting fixtures \$1.00 each
3. For theatrical type lighting fixtures or assemblies \$1.00 each

c. *Residential appliances* .

1. For fixed residential appliances or receptacle outlets; electric ovens; counter-mounted cooking tops; electric ranges; self-contained room, console or through-wall air conditioners; space heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor-operated appliances not exceeding one horsepower (hp) in rating \$10.00 each.
2. For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see "power apparatus."

d. *Nonresidential appliances* .

1. For residential appliances and self-contained factory-wired nonresidential appliances, not exceeding one horsepower (hp), kilowatt(kW) or kilovolt-ampere(kVA) in rating, including medical and dental devices; food, beverage and ice cream cabinets; illuminated showcases; drinking fountains; vending machines; laundry machines; or similar types of equipment: \$7.50 each
2. For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see "power apparatus."

e. *Power apparatus* . For motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment and other apparatus, as follows:

Rating in horsepower (hp), kilowatts(kW), kilovolt-amperes(kVA) or kilovolt-amperes reactive (kVAE):

Up to and including 1 \$10.00 each

Over 1 and not over 10 \$15.00 each

Over 10 and not over 50 \$20.00 each

Over 50 and not over 100 \$40.00 each

Over 100 \$55.00 each

Notes:

1. For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used.
 2. These fees include all switches, circuit breakers, contractors (conductors), thermostats, relays, and other directly related control equipment.
- f. *Busways* . For trolley and plug-in busways: \$7.50 each 100 feet or fraction thereof.
- Note: An additional fee will be required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in type busways. No fee is required for portable tools.
- g. *Signs, outline lighting and marquees* .
1. For signs, outline lighting systems or marquees supplied from one branch circuit \$40.00 each
 2. For additional branch circuits within the same sign, outline light system or marquee \$5.00 each
 3. For CEVMS type signs\$100.00
- h. *Services or subpanels* .
1. For services or subpanels 100 amps in rating or less, each \$40.00
 2. For services or subpanels 101 amps to 150 amps in rating, each \$80.00
 3. For services or subpanels over 150 amperes in rating, each \$120.00
- i. *Solar Systems* .
1. For each solar system up to 25 panels..... \$375.00
 2. For each solar system from 26 to 40 panels \$475.00
 3. For each solar system of 41 panels or more \$800.00
 4. For each upgrade to an electrical panel with the addition of a solar system..... \$180.00
- j. *Miscellaneous apparatus, conduits and conductors* .
1. *For electrical apparatus, conduits and conductors for which a permit is required but for which no fee is herein set forth* : \$25.00 . Note: This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs or other equipment.
 2. *Inspections outside normal business hours (minimum charge, two hours)* : \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
 3. *Reinspection fees* : \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.

4. *Inspections for which no fee is specifically indicated, per hour (minimum charge, one hour) : \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.*

(e) *Plumbing permits .*

(1) *Permit issuance .*

- a. For issuing each permit \$70.00
- b. For issuing each supplemental permit \$30.00

(2) *Unit fee schedule . (In addition to subsection (e)(1)a and b of this section.)*

- a. For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping, and backflow protection) \$15.00
- b. For each building sewer and each trailer park sewer \$30.00
- c. Rainwater systems, per drain (inside building) \$15.00
- d. For each cesspool (where permitted) \$50.00
- e. For each private sewage disposal system \$80.00
- f. For each water heater and/or vent \$15.00
- g. For each gas piping system up to five inlets or outlets \$15.00
- h. For each additional gas piping inlet or outlet \$5.00
- i. For each medical gas piping system, up to five inlets or outlet \$25.00
- j. For each additional medical gas inlet or outlet \$5.00
- k. For each waste pretreatment interceptor including its trap and vent \$45.00
- l. For each installation, alteration or repair of water piping and/or water treating equipment \$15.00
- m. For each repair or alteration of drainage or vent piping, each fixture \$15.00
- n. For each residential lawn sprinkler system on any one meter, including backflow protection devices and plan review \$130.00
- o. For each commercial lawn sprinkler system on any one meter, including backflow protection devices and plan review \$200.00
- p. For each atmospheric-type vacuum breaker not part of a lawn sprinkler system \$15.00
- q. For each backflow protective device other than atmospheric-type vacuum breakers:
 1. Two inch diameter and smaller \$40.00
 2. Over two-inch diameter \$80.00
- r. For each graywater system \$60.00
- s. For initial installation and testing for a reclaimed water system \$45.00

- t. For each annual backflow device testing (excluding initial test) \$60.00
- u. For each gas pressure test.....\$75.00
- (3) *Other inspection fees* .
 - a. *Inspections outside normal business hours (minimum charge, two hours)* : \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
 - b. *Reinspection fees* : \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.
 - c. *Inspections for which no fee is specifically indicated, per hour (minimum charge, one hour)* : \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.
- (f) *Mechanical permits* .
 - (1) *Permit issuance* .
 - a. For the issuance of each permit \$70.00
 - b. For issuance of each supplemental permit for which the original permit has not expired, been cancelled or finalized \$30.00
 - (2) *Unit fee schedule* . (Note: The following do not include permit-issuing fees.)
 - a. *Furnaces (heat)* .
 - 1. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to each appliance, up to and including 100,000 Btu/h (29.3 kW) \$30.00
 - 2. For the installation or relocation of each forced-air or gravity furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h(29.3 kW) \$40.00
 - 3. For the installation or relocation of each floor furnace, including vent \$30.00
 - 4. For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater \$30.00
 - b. *Appliance vents* . For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit \$20.00
 - c. *Repairs or additions* . For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption unit, or evaporative cooling system, including installation controls regulated by the mechanical code \$30.00
 - d. *Boilers, compressors and absorption systems (A/C)* .

1. For the installation or relocation of each boiler or compressor to and including three horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW) \$40.00
 2. For the installation or relocation of each boiler or compressor over three horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or for each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW) \$60.00
 3. For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW) \$80.00
 4. For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW) \$120.00
 5. For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or 1,750,000 Btu/h (512.9 kW) \$200.00
- e. *Air handlers* .
1. For each air-handling unit to and including 10,000 cubic feet per minute permit (cfm) (4,719 L/s), including ducts attached thereto \$38.00
- Note: This fee does not apply to an air-handling unit which is a portion of a factory assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere in the mechanical code.
2. For each air-handling unit over 10,000 cfm (4,719 L/s) \$60.00
- f. *Evaporative cooler* . For each evaporative cooler other than portable type \$35.00
- g. *Ventilation and exhaust* .
1. For each ventilation fan connected to a single duct \$20.00
 2. For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit \$30.00
 3. For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood \$40.00
- h. *Incinerators* .
1. For the installation or relocation of each domestic—type incinerator \$45.00
 2. For the installation or relocation of each commercial or industrial type incinerator \$60.00
- i. *Miscellaneous fees* .

1. For each appliance or piece of equipment regulated by the mechanical code but not classed in other appliance categories, or for which no other fee is listed in the table \$30.00
 2. Permit fees for fuel gas piping shall be:
 - (i) For each gas piping system of one to four outlets \$15.00
 - (ii) For each additional outlet exceeding four, each \$5.00
 3. Permit fees for process piping shall be as follows:
 - (i) For hazardous process piping system (HPP) of one to four outlets \$15.00
 - (ii) For hazardous process piping system of five or more outlets \$5.00
 - (iii) For each nonhazardous process piping system (HPP) of one to four outlets \$2.00
 - (iv) For each nonhazardous process piping system of five or more outlets \$2.00
- j. *Other inspection fees .*
1. *Inspections outside normal business hours (minimum charge, two hours) :* \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
 2. *Reinspection fees :* \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.
 3. *Inspections for which no fee is specifically indicated, per hour (minimum charge, one hour) :* \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.
- (g) *Reinspection fee .* \$70.00
- (h) *Certificate of Occupancy .* \$100.00
- (i) *Application for temporary power .* \$70.00
- (j) *Appeal to board of appeals .* Each notice of appeal to the board of appeals shall be accompanied by a cashier's check or money order, payable to the city in the amount of \$200.00."

X.

The City of Watauga Code of Ordinances is hereby amended by deleting Section 12-113(b)(4) of Chapter 12.

XI.

This Ordinance shall be and is hereby cumulative of all other ordinances of the City of Watauga, Texas and this Ordinance shall not operate to repeal or affect any of such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Ordinance, in which event such conflicting provisions, if any, in such other Ordinances or Ordinances are hereby repealed.

XII.

In the event any clause, phrase, provision, sentence or part of this Ordinance or the application of the same to any person or circumstances shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Watauga, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

XIII.

This Ordinance shall become effective on October 1, 2021 and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Sections 3.11 and 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this, the 13th day of September, 2021.

APPROVED:

ARTHUR L. MINER, MAYOR

ATTEST:

TERRI JOHNSON, INTERIM CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

CAROLINE KELLEY, CITY ATTORNEY
RUSSELL RODRIGUEZ HYDE BULLOCK, LLP

Chapter 16 - HEALTH

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ARTICLE II. - AMBULANCE SERVICES

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DIVISION 2. – EMERGENCY AMBULANCE SERVICES

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Sec. 16-47. Fee schedule.

The fees and charges for the use of the city ambulance services along with specified collection standards shall be established by ~~resolution of ordinance by~~ the city council. in the amounts set forth in the schedule of fees in Chapter 12 of this Code. City of Watauga insured employees and their spouses and dependents are exempt from such fees.

Watauga, Texas – Code of Ordinances

Chapter 12 – FEE SCHEDULE

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Sec. 12-2. - Chapter 2, Administration and miscellaneous fees.

(a) *Returned check fee.* \$30.00 per check.

(b) *Books and maps.*

(1) Zoning and thoroughfare plan\$5.00

(2) Sign ordinance book\$10.00

(3) Subdivision regulation book\$12.00

(4) Street and storm drain details/plans\$18.00

(5) Zoning ordinance book\$30.00

(6) Street and storm drain specs\$30.00

(7) Standard details book\$30.00

(8) Water and sewer book\$30.00

(c) *Fingerprinting service fees.* \$10.00

(d) *Accident Reports:*

(1) Accident Report. As provided by V.T.C.A., Transportation Code § 550.065, as amended

(2) Certification of accident report. As provided by V.T.C.A., Transportation Code § 550.065, as amended

(3) Certification of no accident on file. As provided by V.T.C.A., Transportation Code § 550.065, as amended

(e) *Convenience fees.* ~~\$1.75~~2.25 per transaction.

(f) *Fee refunds.*

a. The Building Official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

b. The Building Official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

c. The Building Official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.

d. The Building Official shall not authorize refunding of any fee paid except on written request filed by the original permittee not later than 180 days after the date of fee payment.

(g) *Non-resident library card.* \$25.00 annual fee

(h) *Reservation Fee - Meeting Room.* \$50.00

(i) *Rental Fee - Meeting Room.* \$30.00/hr.

(j) *Replacement Library Card.* \$1.00

(k) *Damage Cost- Rebinding plus cost to repair/replace.* \$5.00

(l) *Lost Items - Processing Fee.* \$5.00

(m) *Certified Records Fee (In State)*. \$75.00

(n) *Certified Records Fee (Out of State)*. \$100.00

(o) *Deposition of Records Fee*. \$75.00

(p) *Library Self-Serve Kiosk*.

(1) Black and white copies and print..... \$0.15/ea page

(2) Color copies and print..... \$0.35/ea page

(3) Tabloid color copies and print..... \$0.50/ea page

(4) Tabloid black and white copies and print..... \$0.30/ea page

(5) Scan..... \$0.30/ea page

(6) Fax..... \$1.00/ea page (not including cover)

(q) Appeal to board of appeals. As provided in subsection 12-103 of this Code.

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Sec. 12-6. - Chapter 6, Animals.

(a) *Violation notice and fees*.

(1) *Issuance; contents*. When violations of the licensing, rabies vaccination, or "animal at large" requirements of chapter 6 are observed by any animal control officer or police officer, the officer may issue a violation notice in lieu of a citation. The violation notice will stipulate a compliance date and an associated fee and late fee, as well as a waiver provision providing that the person to whom the violation notice is issued waives all rights to contest such violation and waives all rights to a hearing on the issues relating to that violation. Failure to pay associated fees and/or late fees by the compliance date shall constitute a violation of chapter 6 and may result in the issuance of a citation.

(2) *Fees*.

a. Licensing requirements \$ 20.00

b. Rabies vaccination requirements 40.00

c. "Animal at large" violation 50.00

(b) *Multiple pet ownership permit*. Such a permit shall be issued through the office of permits for a fee of \$17.00 and shall be valid for one year from date of issuance.

(c) *Dog and cat impoundment fees*.

(1) *Impoundment of altered animal*:

a. First impoundment \$ 17.00

b. Second impoundment 81.00

c. Third and subsequent impoundments 100.00

(2) *Impoundment of unaltered animal*:

a. First impoundment 44.00

b. Second impoundment 81.00

c. Third and subsequent impoundments 100.00

(3) *Boarding*. Per night: \$12.00.

(4) *Quarantine*. Per night: \$14.00.

- (5) *Reduction of fee for licensed animal.* A dog or cat bearing a current license tag and impounded for the first time is eligible for a 50 percent reduction of the impoundment fee.
- (6) *Partial refund.* When an unaltered animal has been impounded, a \$15.00 refund will be provided to the owner in the event written evidence that the animal has been altered is presented to the city within 30 days of the initial impoundment.
- (d) *Surrender of animal by owner; adoption fee.*
 - (1) Per animal, whether alive or dead \$ 27.00
 - (2) Surrender for rabies analysis 52.00
 - (3) Adoption fee (includes a voucher for spay/neuter and rabies vaccination, microchip implanting, yearly booster shot and heartworm test) 80.00
- (e) *Kennel permit.* The permit fee shall be \$81.00.
- (f) *Animal licenses and microchip implanting.*
 - (1) *Pet licenses.* Pet license fees are provided for in subsection (b) of this section, and pet licenses shall be valid for a period of one year from the date of issuance.
 - (2) *Fees for animal licenses and microchip implanting.*
 - a. Unaltered animal \$ 22.00
 - b. Altered animal 6.00
 - c. Altered animal whose primary owner is 65 years of age or older at the time of issuance of license No fee
 - d. Guard dog 25.00
 - e. Service dog No fee
 - f. Microchip implanting 20.00
- (g) *Dangerous dog registration fees.*
 - (1) The initial registration and permit fee shall be \$350.00 per dangerous dog. For every year thereafter, an owner of a registered dangerous dog must also pay \$200.00 to the city for the city to verify and insure compliance with the standards and requirements of chapter 6, article III, division 7. This amount is payable on the anniversary date of the initial registration of the dangerous dog.
 - (2) If an owner of a registered dangerous dog sells or moves the dog to a new address, the owner, not later than the 14th day after the date of the sale or move, shall notify the city police department of the new address. On presentation by the current owner of the dangerous dog's prior registration tag and payment of a fee of \$50.00, the city police department shall issue a new registration tag to be placed on the dangerous dog's collar.
- (h) *Estray impoundment fees.* For each and every estray taken and impounded, there shall be paid to the city by the owner thereof, or his agent, the sum of \$50.00 for the taking and impounding of the estray and the further sum of \$15.00 per day, except for the first day and for every subsequent day that the animal shall remain in the custody of the animal control officer, such fee being charged for the care and feeding of such animal. The owner shall also pay for any veterinarian or drug fees incurred on behalf of the animal while it is in the custody of the city.
- (i) *Backyard chicken fees.*
 - (1) *Registration fee.* The initial registration fee shall be included with the required permit fee. For every year thereafter, a flat fee of \$17.00 per household shall be required. This amount is payable on the anniversary date of the initial registration of the backyard chickens.
 - (2) *Impoundment of backyard chicken:*
 - a. First impoundment \$17.00

- b. Second impoundment \$81.00
 - c. Third and subsequent impoundments \$100.00
- (3) *Surrender of animal by owner.*
 - a. Per chicken, whether alive or dead \$27.00
- (4) *Adoption fee.*
 - a. There is no adoption fee. But adoption of backyard chickens is only available for residents who have completed the education program and requirements per Chapter 6, Article VII, Division 3 (Backyard Chickens).
- (5) *Boarding.* Per night: \$12.00.

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Sec. 12-8. Chapter 8, Emergency management and emergency services.

(a) *Alarm system permit and service fees.*

- (1) *Permit fee.* A nonrefundable application filing fee in the amount of \$20.00 and a permit fee in the amount of \$25.00 for a residential alarm system permit and \$50.00 for a commercial alarm system permit shall accompany the application when submitted to the city. If no license is issued pursuant to this section, the permit fee shall be refunded to the applicant.
- (2) *Service fee.* Except as provided in section 8-67(b), (c) and (d), the holder of an alarm permit shall pay a service fee in an amount of \$75.00 for each alarm notification emitted from an alarm system that is in excess of three unwarranted and/or false alarms within any calendar year (January 1 to December 31).

Sec. 12-10. Chapter 10, Environment and natural resources.

- (a) *Annual burning permit.* The fee for an annual burning permit will be \$18.00 per annum and will be prorated for the number of months issued.
- (b) *Oil and gas well fees.*
 - (1) A permit of \$3,000.00 per wellhead in cashier's check made payable to the city.
 - (2) *Independent registered professional engineer report:* Cost to the applicant not to exceed \$5,000.00.
 - (3) \$300.00 appeal fee.
- (c) *Grease and grit generator permit fee.* \$75.00 annually with a prorated fee for the actual number of months for which the permit is issued.
- (d) *Grease and grit transporter fee with book.* \$150.00 annually with a prorated fee for the actual number of months for which the permit is issued.

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Sec. 12-14. - Fire Department Mitigation Rates

The mitigation rates set forth in this section shall be charged on a per hour basis unless specified otherwise. When a claim is submitted, it will be itemized and based on the actual services provided.

- (a) *Motor Vehicle Accidents.*
 - (1) *Level 1* - \$487.00.
 - (2) *Level 2* - \$554.00.
 - (3) *Level 3* - \$677.00.
 - (4) *Add-On Services.*
 - i. *Extrication* - \$1,461.00.

- ii. *Creating a Landing Zone* - \$448.00.
 - (5) *Additional Time On-Scene.*
 - i. *Engine* - \$448.00.
 - ii. *Truck* - \$560.00.
 - iii. *Miscellaneous Equipment* - \$336.
- (b) *Hazmat Services.*
 - (1) *Level 1* - \$784.00.
 - (2) *Level 2* - \$2,800.00.
 - (3) *Level 3* - \$6,608.00.
 - i. Level 3 services include 3 hours of on-scene time. Each additional hour shall cost \$336.00 per HAZMAT team.
 - (4) *Additional Time On-Scene For All Service Levels.*
 - i. *Engine* - \$448.00.
 - ii. *Truck* - \$560.00.
 - iii. *Miscellaneous Equipment* - \$336.00.
- (c) *First Responder (No Transport)* - \$350.00 per incident.
- (d) *Fire Investigation Team* - \$308.00.
- (e) *Fires.*
 - (1) \$448.00 per hour, per engine.
 - (2) \$560.00 per hour, per truck.
- (f) *Illegal Fires.*
 - (1) \$448.00 per hour, per engine.
 - (2) \$560.00 per hour, per truck.
- (g) *Water Incidents.*
 - (1) *Level 1* - \$448.00 plus \$56.00 per hour, per rescue person.
 - (2) *Level 2* - \$896.00 plus \$56.00 per hour, per rescue person.
 - (3) *Level 3* - \$2,240 plus \$56.00 per hour, per rescue person, plus \$112.00 per hour per HAZMAT team member.
 - (4) *Level 4* - Each Level 4 incident shall be billed as an independent event with the mitigation rates determined by the itemized rates set forth in this Section.
- (h) *Back Country or Special Rescue.*
 - (1) *Response vehicle* - \$448.00.
 - (2) *Rescue person* - \$56.00 per hour, per rescue person.
- (i) *Chief Response* - \$280.00.
- (j) *Miscellaneous Time On-Scene.*
 - (1) *Engine* - \$448.00.
 - (2) *Truck* - \$560.00.
 - (3) *Miscellaneous Equipment* - \$336.00.”

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Sec. 12-15. - Fire Marshal Inspection and Permitting Fees

- (a) *Fire Marshal Inspections.*
 - (1) *Certificate of Occupancy* - \$60.00.
 - (2) *Temporary Certificate of Occupancy* - \$60.00.
 - (3) *After Hours Inspections (after 5:00 p.m. or on weekend)*
 - i. \$150.00 per hour for first two hours.
 - ii. \$50.00 per hour for each additional hour beyond the first two hours.
- (b) *Fire Protection Systems.*
 - (1) *1-10 devices* - \$75.00.
 - (2) *11-25 devices* - \$100.00.
 - (3) *26-100 devices* - \$200.00.

- (4) 101-200 devices - \$275.00.
 - (5) 201-500 devices - \$500.00.
 - (6) Per device for each device over 500 - \$1.00.
- (c) *Fire Sprinkler Systems.*
 - (1) *Underground* - \$150.00.
 - (2) *Aboveground, 1-19 heads* - \$75.00
 - (3) *Aboveground 20-100 heads* - \$100.00.
 - (4) *Aboveground, 101-300 heads* - \$200.00.
 - (5) *Aboveground 301-1,000 heads* - \$400.00.
 - (6) *Per head for each over 1,000 heads* - \$1.00.
 - (7) *Fire Pump, additional* - \$150.00.
- (d) *Access Control.*
 - (1) 1-10 Doors - \$75.00.
 - (2) 11-25 Doors - \$100.00
 - (3) 26-100 Doors - \$200.00.
 - (4) 101-200 Doors - \$275.00
 - (5) 201-500 Doors - \$500.00.
 - (6) Per device for each device over 500 - \$1.00.
- (e) *Fire Alarm System Permits.*
 - (1) *Residential Permit Fee* - \$50.00 annually.
 - i. This residential fee shall be waived if a burglar alarm permit fee has already been paid.
 - (2) *Non-Residential Permit Fee* - \$100.00 annually.
- (f) *False Alarm Billing Fee (Residential).*
 - (1) The first three (3) false alarm calls within a twelve (12) month period are free of charge.
 - (2) The fee for the fourth (4th) and fifth (5th) false alarm calls within a twelve (12) month period is \$75.00 per call.
 - (3) The fee for the sixth (6th) and seventh (7th) false alarm calls within a twelve (12) month period is \$250.00 per call.
 - (4) The fee for the eighth (8th) false alarm call and any false alarm call beyond the eighth (8th) within a twelve (12) month period is \$500.00 per call.
- (g) *False Alarm Fee (Non-Residential).*
 - (1) The first three (3) false alarm calls within a twelve (12) month period are free of charge.
 - (2) The fee for the fourth (4th) and fifth (5th) false alarm calls within a twelve (12) month period is \$150.00 per call.
 - (3) The fee for the sixth (6th) and seventh (7th) false alarm calls within a twelve (12) month period is \$500.00 per call.
 - (4) The fee for the eighth (8th) false alarm call and any false alarm call beyond the eighth (8th) within a twelve (12) month period is \$1,000.00 per call.
- (h) *Fire Marshal Annual Inspection Fee.*
 - (1) 1 - 1,500 sq. ft. - \$50.00 annually.
 - (2) 1,501 - 3,000 sq. ft. - \$55.00 annually.
 - (3) 3,001 - 5,000 sq. ft. - \$60.00 annually.
 - (4) 5,001 - 10,000 sq. ft. - \$65.00 annually.
 - (5) 10,001 - 25,000 sq. ft. - \$70.00 annually.
 - (6) 25,001 - 50,000 sq. ft. - \$75.00 annually.
 - (7) 50,001 - 75,000 sq. ft. - \$80.00 annually.
 - (8) 75,001 - 100,000 sq. ft. - \$100.00 annually.
 - (9) 100,001 - 200,000 sq. ft. - \$120.00 annually.
 - (10) 200,001 sq. ft. and greater - \$280.00 annually.
- (i) *Hazardous Materials Annual Permit (includes flammable/combustible liquids).*
 - (1) *Powders and Solids*

- i. 1,000 lbs. and less - \$25.00
 - ii. 1,001 - 2,000 lbs. - \$37.50.
 - iii. 2,001 - 5,000 lbs. - \$70.00.
 - iv. 5,001 lbs. and over - \$137.50.
- (2) *Liquids and Gels.*
 - i. 25 gallons or less - \$25.00.
 - ii. 26 -100 gallons - \$37.50.
 - iii. 101- 1,000 gallons - \$70.00.
 - iv. 1,001 gallons or more - \$137.50.
- (j) *Plan Review Fees.*
 - (1) *Plan Review* - \$60.00.
 - (2) *Fire Alarm System* - \$70.00.
 - (3) *Fire Sprinkler System* - \$150.00.
 - (4) *Emergency Lighting* - \$37.50.
 - (5) *Special Lighting* - \$30.00.
 - (6) *Liquid storage tanks, hazardous materials* - \$70.00.
- (k) *Reinspection Fee* - \$60.00.
- (l) *Special Permits.*
 - (1) *Blasting operation* - \$65.00 per day.
 - (2) *Pyrotechnic display* - \$65.00 per day.
 - (3) *Tent permit.*
 - i. 1 - 30 days - \$30.00.
 - ii. *Each additional 30 days or portion thereof* - \$30.00.
- (m) *Underground Storage Tanks Installation.* The fees set forth in this subsection are applicable to both temporary and permanent underground storage tanks.
 - (1) 0 - 1,000 gallons - \$50.00.
 - (2) *More than 1,000 gallons* - \$100.00.
- (n) *LPG Tank Installation or Removal* - \$50.00.
- (o) *Special Event Fees.*
 - (1) *Fire marshal permit.*
 - i. \$125.00 for first day.
 - ii. \$75.00 per each additional day thereafter.
 - (2) *Fire marshal on premises* - \$65.00 per hour.
 - (3) *Standby fire personnel, no apparatus* - \$65.00 per hour (each, three hour minimum).
 - (4) *Standby ambulance, with personnel* - \$130.00 per hour (three hour minimum).
 - (5) *Standby engine or truck, with personnel* - \$195.00 per hour (three hour minimum).
- (p) *State Mandated Inspections.*
 - (1) *Hospitals* - \$100.00
 - (2) *Nursing and long-term care homes* - \$75.00.
 - (3) *Daycare/Mother's day out* - \$50.00.
 - (4) *Foster home or adoptive home* - \$10.00.
 - (5) *Home inspection (insurance)* - \$50.00."

Sec. 12-16. Chapter 16, Health.

- (a) *Ambulance license.* Any person desiring to operate one or more auxiliary ambulances within the city shall submit to the city fire department an annual nonportable license fee of \$250.00.
- (b) *Food service establishment fees.*
 - (1) *Food store.*
 - a. For a food store less than or equal to 5,000 square feet the fee is \$200.00.
 - b. For a food store greater than 5,000 square feet the fee is \$300.00.

- (2) *Food service.*
 - a. For a food service less than or equal to 500 square feet the fee is \$100.00.
 - b. For a food service greater than 500 square feet, but less than or equal to 1,500 square feet the fee is \$150.00 [sic].
 - c. For a food service greater than 1,500 square feet, but less than or equal to 3,000 square feet, the fee is \$200.00.
 - d. For a food service greater than 3,000 square feet, but less than or equal to 6,000 square feet, the fee is \$250.00.
 - e. For a food service greater than 6,000 the fee is \$300.00.
- (3) *Child care food service.* The child care food service fee is \$150.00.
- (4) *Catering operation.* The catering operation fee is \$250.00.
- (5) *Food court.* The food court fee is \$200.00 for each establishment.
- (6) *Adjunct operation.*
 - a. The food service fee for an adjunct operation is \$150.00 per independent operation.
 - b. The food store service fee for an adjunct operation that is less than or equal to 5,000 square feet is \$150.00 per independent operation.
 - c. The food store service fee for an adjunct operation that is greater than 5,000 square feet is \$200.00 per independent operation.
- (7) *Commissary.*
 - a. The fee for a commissary that has no food preparation is \$100.00.
 - b. The fee for a commissary that has food preparation is \$200.00.
- (8) *Mobile units.*
 - a. The fee for mobile units with only prepackaged food is \$100.00.
 - b. The fee for mobile units with open food and/or food preparation is \$200.00.
 - c. The fee for mobile units with push carts is \$200.00.
- (9) *Plan review.*
 - a. The plan review fee for food establishments that are less than or equal to 500 square feet is \$0.00.
 - b. The plan review fee for food establishments that are greater than 500 square feet, but less than or equal to 3,000 square feet is \$50.00.
 - c. The plan review fee for food establishments that are greater than 3,000 square feet is \$100.00.
- (10) *Late fee.*
 - a. For fees that are one to 30 days late, the late fee is ten percent of the fee owed.
 - b. For fees that are 31 to 60 days late, the late fee is 20 percent of the fee owed.
 - c. The late fee increases ten percent for each 30-day block until the permit fee and late fee is paid.
 - d. Permits that are more than 90 days overdue will be void and the food service establishment will be required to reapply.
- (11) *Reinspection fee.* The reinspection fee is \$75.00.

(c) *Public pool, spa or interactive water feature fees.*

- (1) *Plan review and opening inspection fee.* The plan review and opening inspection fee is \$150.00 by check or money order made payable to the county.
- (2) *Annual permit fee.* Inspection fees for annual permits shall be based on the number of filtration systems located at a single address. Inspection fees for single filtration systems shall be \$250.00 each.
- (3) *Required reinspection fee.* The required reinspection fee is \$75.00.

(d) Ambulance Service Rates

<u>Advanced Life Support (ALS) Resident</u>	<u>\$705.00</u>
<u>Advanced Life Support (ALS) Non-Resident</u>	<u>\$855.00</u>
<u>Basic Life Support (BLS) Resident</u>	<u>\$637.00</u>
<u>Basic Life Support (BLS) Non-Resident</u>	<u>\$787.00</u>
<u>Treatment / No-Transport</u>	<u>\$175.00</u>
<u>ALS Mileage per mile</u>	<u>\$15.00</u>
<u>BLS Mileage per mile</u>	<u>\$15.00</u>
<u>ALS Supplies – Routine Disposable</u>	<u>\$52.50</u>
<u>BLS Supplies – Routine Disposable</u>	<u>\$52.50</u>
<u>Disposable Linen Kit</u>	<u>\$25.00</u>
<u>Oxygen, Administration, & Supplies/hr.</u>	<u>\$119.00</u>
<u>ALS Supplies – Airway Management</u>	<u>\$94.00</u>
<u>Additional Supplies – Airway Management</u>	<u>\$112.80</u>
<u>Additional Supplies – IV Therapy</u>	<u>\$309.60</u>
<u>Additional Supplies – EKG Interpretation</u>	<u>\$312.00</u>
<u>ALS Supplies – CPAP</u>	<u>\$40.00</u>
<u>ALS Supplies – Capnography</u>	<u>\$156.00</u>
<u>ALS Supplies – Defibrillation</u>	<u>\$210.00</u>
<u>ALS Supplies – EKG Pads</u>	<u>\$36.75</u>
<u>ALS Supplies – External Pacing</u>	<u>\$210.00</u>

<u>ALS Supplies – IV Therapy</u>	<u>\$258.00</u>
<u>Emergency Rate</u>	<u>\$112.80</u>
<u>Pulse Oximeter</u>	<u>\$113.40</u>
<u>Blood Glucose Test</u>	<u>\$45.64</u>
<u>Spinal Immobilization</u>	<u>\$184.50</u>

The rate structure for medications dispensed in connection with ambulance services will be determined by an annual review conducted by the Chief of the Fire Department and approved by the City Manager. The medication rate structure will be based on supplier costs at the time of the annual review.

Sec. 12-22. - Chapter 22, Licenses, permits and business regulations.

- (a) *Fee for release of sealed coin-operated machine* . A fee of \$15.00 is hereby levied for the release of any machine or table sealed as provided in chapter 22, article VIII for the nonpayment of tax.
- (b) *Occasional and estate sales* .
 - (1) *Permit*. The occasional and garage sale permit fee shall be \$5.00 per application.
 - (2) *Permit*. The estate sale permit fee shall be \$20.00 per application.
- (c) *Permit for home child care facility* .
 - (1) Each permit granted pursuant to chapter 22, article III shall expire on December 31 of the year in which the permit is issued. A permit fee of \$75.00 shall be charged for each full year or a prorated fee shall be charged if less than a full year is applicable when the permit is first issued. An additional charge will be payable to cover costs of notification of property owners.
 - (2) An existing permit may be renewed by payment of the \$50.00 annual fee on or before January 15 of each succeeding year unless the permit has been otherwise cancelled by city council. Failure to pay the annual renewal fee on or before January 15 shall act as an automatic cancellation of the permit and the permit holder shall immediately cease its operation.
- (d) *Permit for child care facility in commercial zone* . Said business shall be required to pay a permit fee of \$100.00 for each calendar year ending December 31 of each year or a proration thereof. Said sum is due and payable by January 15 of each year.
- (e) *Itinerant vendor permit* . \$100.00 itinerant vendor's filing fee for the company or individual making the request and an additional \$15.00 per employee licensed under the company name. Valid for a period of 90 days.
- (f) *Door-to-door solicitor permit* . For itinerant vendors limiting their operations to door-to-door solicitation of sales or orders of merchandise and services: \$100.00 filing fee for the company or individual making the request and an additional \$15.00 per solicitor licensed under the company name. Valid for a period of 30 days.
- (g) *Junk dealer, secondhand dealer license* . \$100.00 per application.

- (h) *Flea market license* . The annual license fee for license under chapter 22, article V shall be \$100.00 paid in advance.
- (i) *Massage establishment license and health certificate* .
 - (1) The annual license fee shall be \$125.00 for each such establishment. If said license is obtained between January 1 and June 30 of any year, the full amount of said fee shall be paid. If said license is obtained between July 1 and December 31 of any year, the fee shall be one-half of the said amount. No refund shall ever be made of any such license fee. It is further stipulated that said license fee is for a period of 12 months from January 1 to December 31, and it shall be necessary to renew said license each year at the fee established of \$125.00 per year.
 - (2) Every person who operates a massage establishment and who is required to have a certificate of health, when issued by the city health officer, shall pay the sum of \$2.00 for the issuance of such certificate of health.
- (j) *Sexually oriented business license* . Each initial application for a license or a license renewal shall be accompanied by a cashier's check or money order, payable to the city, in the amount of \$2,000.00, which shall be commensurate with the cost associated with the administration and processing of the permit application. Renewal application fees are set at \$150.00. Such fees shall be nonrefundable.
- (k) *Taxicab street rental fee* . As compensation or a rental or license fee for the privilege of operating upon and using the public streets and thoroughfares of the city, and conducting and carrying on the business of transporting passengers for compensation on and over the streets and thoroughfares in taxicabs, each holder of a franchise granted under the terms of chapter 22, article XII shall pay to the city at the office of the city secretary an amount equivalent to two percent of the gross revenues derived from the operation of the taxicabs operated by him. Such amount shall be paid monthly for each calendar month on or before the 15th of each succeeding calendar month. Such compensation shall be in lieu of all other fees to be paid by taxicab operators imposed by any other ordinance now in force, but shall not be construed to be in lieu of any validity assessed ad valorem taxes.
- (l) *Taxicab driver permit* . If the chief of police of the city deems it advisable, he shall make such additional investigations of the applicant as he deems necessary to ascertain whether or not he is a fit and proper person to drive a taxicab in the city. If, after examining such applicant and obtaining such information as he deems advisable, the chief of police is satisfied that the applicant is a fit and proper person to drive a taxicab in the city, then, upon the payment of a fee of \$5.00 by the applicant, the chief of police of the city shall cause to be issued to such applicant a permit to drive taxicabs in the city. Each permit issued shall expire on December 31 following the date of issuance.
- (m) *Single-family dwelling rental units* .
 - (1) *Reinspection fees* . If a reinspection is necessary and the reinspection reveals that violations have not been corrected, subsequent inspection shall result in a reinspection fee of \$50.00 for the initial reinspection, \$75.00 for the next reinspection, if so needed, and \$100.00 for each reinspection thereafter.
 - (2) *Annual permit fee* . Applications for permit shall include an annual permit fee of ~~\$125.00~~150.00.
 - (3) *Early move-in fee* . A fee of ~~\$100.00~~150.00 will be due from the owner of the single-family dwelling rental unit if a tenant moves in to the dwelling before inspection or application for permit has been made.
- (n) *Mobile food vendor unit certificate of occupancy permits* . The fees for certificates of occupancy permits for mobile food vendor units shall be:
 - (1) *Annual permit* . The fee for an annual permit shall be \$300.00 for the initial issuance of the permit. The fee for a renewal of an annual permit shall be \$150.00. If an annual permit is not renewed within six months of the expiration of the previous annual permit issued for a mobile food vending unit, the applicant must pay the initial issuance fee of \$300.00 to apply for a new annual permit.
 - (2) *Seasonal permit* . The fee for a seasonal permit shall be \$200.00 for the initial issuance of the permit. The fee for a renewal of a seasonal permit shall be \$100.00. If a seasonal permit is not

renewed within six months of the expiration of the previous seasonal permit issued for a mobile food vending unit, the applicant must pay the initial issuance fee of \$200.00 to apply for a new seasonal permit.

- (3) *Temporary permit* . The fee for a temporary permit shall be \$75.00 for each permit, but may be waived if the permit is issued in connection with a city sponsored event.
- (4) *Amended permit* . The fee to change authorized operating locations or add additional authorized operating locations to a mobile food vendor unit certificate of occupancy permit shall be \$25.00 for each amendment of the permit.

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Sec. 12-26. Chapter 26, Nuisances.

Administrative fee for city abatement of high weeds, junk and rubbish: \$125.00.

Sec. 12-30. - Chapter 30, Parks and recreational facilities.

~~(a) — Summer recreation program fees :~~

Activity Type	Resident Fee	Nonresident Fee
Registration fee (annual)	\$30.00	\$30.00
Fee for one child	\$120.00	\$135.00
Fee for two children	\$140.00	\$155.00
Fee for three children	\$170.00	185.00
Fee for four children	\$200.00	\$215.00

(ba) Recreation and community center membership fees:

Type	Resident Fee	Nonresident Fee
Adult:		
Annual	\$55.00	\$125.00
Daily walk-in	\$6.00	\$6.00
Child 17 and under:		
Annual	\$25.00	\$60.00
Daily walk-in	\$3.00	\$3.00
Hall Pass 3 p.m.—6 p.m.	\$10.00/seasonal	\$10.00/seasonal
Seniors over 60:		
Annual	\$30.00	\$65.00
Daily walk-in	\$4.00	\$4.00
Family of four:		
Annual	\$140.00	\$280.00
Each additional child	\$20.00	\$20.00
City employee:		
Annual	\$0.00	\$0.00

Daily walk-in	\$0.00	\$0.00
City Employee Spouse:		
Annual	\$20.00	\$20.00
Daily walk-in	\$3.00	\$3.00
City Employee Child 17 & Under:		
Annual	\$10.00	\$10.00
Daily walk-in	\$2.00	\$2.00
Senior Center Membership	\$15.00	\$15.00

Recreational center membership includes access to the gymnasium, fitness room, activity room, entertainment area and locker rooms. Senior Center membership is for access to Senior Center only. Membership is not mandatory to participate in classes and programs or city-sponsored sports leagues.

~~(c)~~ *Recreation and community center pre-school fees :*

Type	Resident Fee	Nonresident Fee
Registration Fee	\$25.00/annual	\$25.00-annual
Time for Tots Preschool	\$100.00/month	\$100.00/month
Tiny Tots Preschool	\$75.00/month	\$75.00/month

~~(d)~~ *Recreation and community center class fees :*

Type	Resident Fee	Nonresident Fee
Fit Pass		
-Regular	\$25.00/month	\$25.00/month
-Senior/City Employee or Promotional Discount	\$15.00/month	\$15.00/month
Pickle Pass	\$20.00/seasonal	\$20.00/seasonal
-All Classes	Fee Set by Instructor (City receives 30% of fee)	Fee Set by Instructor (City receives 30% of fee)
League Fees (seasonal)	Based on area user fees for specific activity (City receives 20% of fee)	Based on area user fees for specific activity (City receives 20% of fee)

~~(e)~~ *Recreation and community center rental of facility fees :*

Type	Resident Fee	Nonresident Fee
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Foster Village	\$40.00/hr. (3 hr. minimum)	\$50.00/hr. (3 hr. minimum)
Recreation Center		
<u>Multi-purpose Room (A)</u>	<u>\$50.00/hr.</u>	<u>\$60.00/hr.</u>
Multi-purpose Room (B)	\$40.00/hr.	\$50.00/hr.
Multi-purpose Room (C)	\$50.00/hr.	\$60.00/hr.
Multi-purpose Room (E)	\$50.00/hr.	\$60.00/hr.
<u>Active Adult Center Room</u>	<u>\$75.00/hr.</u>	<u>\$85.00</u>
Gym ½ Court	\$35.00/hr.	\$45.00/hr.
Gym Full Court	\$55.00/hr.	\$65.00/hr.
After hours fee	\$20.00/hr. additional charge	\$20.00/hr. additional charge
Capp Smith Park		
Amphitheatre (1 st 3 hours)	\$60.00 (3 hr. block)	\$70.00 (3 hr. block)
Amphitheatre (each additional hour)	\$25.00/hr. (each additional hour)	\$35.00/hr. (each additional hour)
Pavilion #1 (1 st 3 hours)	\$35.00 (3 hr. block)	\$45.00 (3 hr. block)
Pavilion #1 (each additional hour)	\$15.00/hr.	\$25.00/hr.
Pavilion #1 All Day	\$110.00	\$120.00
Pavilion #2, 3, 4 (1 st 3 hours)	\$25.00 (3 hr. block)	\$25.00 (3 hr. block)
Pavilion #2, 3, 4 (each additional hour)	\$10.00/hr.	\$20.00/hr.
Pavilion #2, 3, 4 All Day	\$70.00	\$80.00
Field Rentals	\$20.00 <u>\$25.00</u> /hr.	\$20.00 <u>\$35.00</u> /hr.
Cabana Rentals	\$35.00/2 hours Mon-Fri	\$50.00/2 hours Mon-Fri
Cabana Rentals (with host)	\$45.00/2 hours Sat-Sun	\$60.00/2 hours Sat-Sun
Cabana rental Deposit	\$150.00 <u>\$30.00</u>	\$150.00 <u>\$30.00</u>
After Hours Splash Pad and cabana rentals after hours (with 2 party attendants)	\$300.00/3 hours	\$300.00/3 hours
After Hours Splash Pad and cabana rental deposit	\$150.00	\$150.00

(f) (d) Other Camps and Miscellaneous Fees

Type	Resident Fee	Nonresident Fee
Youth Fire Camp	\$75.00	\$75.00

A refundable deposit of \$30.00 is due on all reservations made for a Watauga facility. Deposits will be refunded providing there were no damages to the facility reserved. Any reservations cancelled at least two weeks prior to the reservation date will be entitled to a full refund. Cancellations less than two weeks prior to the reservation date will cause forfeiture of the entire deposit.”

Sec. 12-34. - Chapter 34, Streets, sidewalks and other public places.

(a) *Block party application* .

- \$25.00 per application. Barricades Supplied by 3rd Party Only
- \$75.00 per application. Weekday Delivery/Pick-Up M-F 7am – 4pm
- \$355.00 per application, Weekend Delivery/Pick-Up Sat-Sun 9am - 3pm"

(b) *Excavation permit and inspection* .

- (1) *Amount* . A permit fee shall be charged for the issuance of an excavation permit and the inspection of same in the amount of \$50.00 for each permit.
- (2) *Payment* . The application for an excavation permit to perform work under chapter 34, article II, division 1 shall be accompanied with cash or a check adequate to cover a permit and inspection fee of \$50.00.
- (3) *Exceptions* . Where excavations are made by a public utility company operating under a franchise agreement issued by the city or under the direct supervision of the director of public works, a permit may be granted without making the advance permit payment, or waived if the franchise agreement permits waiver and the director of public works approves.

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Sec. 12-42. - Chapter 42, Utilities.

(a) **Water Rates**

(1) *Billing policy where only one user or building is tied to the same meter:*

- The monthly bill will be computed as follows: The minimum bill taken from Schedule A plus a volume charge of ~~\$5.04~~\$5.16 per 100 cubic feet on monthly volume greater than the minimum volume from Schedule A for all customers.
- Residential customers who have attained the age of 65 and reside in owner- occupied or rental property within the City will be eligible for a \$5.00 discount for water service on their monthly bill when proof of eligibility is provided to the City.

SCHEDULE A WATER RATE SCHEDULE

Effective ~~August 30, 2019~~October 1, 2021

Meter size (inches)	3/4"	1"	1¼"	1½"	2"	3"	4"	6"/8"
Minimum Bill*	\$17.70 <u>\$18.23</u>	\$23.96 <u>\$24.68</u>	\$31.93 <u>\$32.89</u>	\$65.10 <u>\$67.05</u>	\$84.56 <u>\$87.10</u>	\$154.58 <u>\$159.22</u>	\$256.49 <u>\$264.18</u>	\$653.65 <u>\$673.26</u>
Volume* first:	267	345	460	937	1,300	2,400	4,000	10,000

*Volume included in minimum bill (base charge)

(2) *Billing policy where more than one user or building is tied onto the same meter:*

It shall be the policy of Watauga to bill each home, homes, duplex, triplex, offices or any other buildings where more than one user is tied onto the same water meter at ~~\$17.70~~\$18.23 per month for each customer unit for water, plus a monthly volume charge of ~~\$5.04~~\$5.16 per 100 cubic feet of water used by the building.

(3) *Billing for apartment complexes and mobile home parks:*

~~\$17.70~~\$18.23 per month per apartment or mobile home plus a monthly volume charge of ~~\$5.04~~\$5.16 per 100 cubic feet of water used by the apartment complex or park.

Apartment or mobile home park owner shall furnish a certified statement of occupancy prior to the 10th of each month. Failure to file occupancy statement will result in billing for 100% occupancy.

(4) As used herein, single-family residential unit is defined as any residential dwelling unit that is designed for, and inhabited by, a single person or family unit and that generates and accumulates household hazardous waste and that is located within the city's corporate limits and is billed by the city for water and sewer services.

- a. Household hazardous waste collection service fee....\$0.89 per month per single family residential unit.

(b) Sewer Rates

(1) *Minimum monthly service charge.* The monthly bill will be computed as follows: The minimum monthly service charge will be ~~\$19.36~~\$20.52 for all customers. Residential Customers who have attained the age of 65 and reside in owner-occupied or rental property within the City are eligible for a \$5.00 discount for sewer service on their monthly bill when proof of eligibility is provided to the City.

(2) *Volume Charge.*

- (a) A monthly volume charge shall also be charged to all customers in the amount of ~~\$2.99~~\$3.17 per 100 cubic feet of water used or wastewater produced.

- (b) The monthly volume charge for residential customers will be based on the lesser of the calculated average monthly water consumption billed during the winter quarter months of December, January and February, or actual water usage during the month. The volumes used to compute these charges are based on the amount of water used by the residential customer as measured by a meter. Where the previous winter quarter average is not available from the records, the volume to be used for the monthly volume charge shall be 900 cubic feet.

(3) *Determination of water use for commercial and industrial customers.* The monthly charges to commercial and industrial customers will be based on water use for each month as measured by appropriate meters, with the provision that, if a customer can show to the satisfaction of the Director of Public Works that a significant portion of the metered water usage does not enter the sanitary sewer system, the customer will be charged only for that volume entering the wastewater system, as determined by a method approved by the Director of Public Works.

(4) *Industrial waste.* All industrial users: To be served on the system only by specific contract approved by the city council for the particular industrial sewage or water involved.

(5) *Waste creating unusual conditions or problems.* In the event a commercial customer is introducing sewage into the wastewater system that creates unusual conditions or problems such as excessive

oils, grease or chemicals, the director of public works shall advise the customer of his options which are available to the commercial customer to remedy the existing condition. Those options include the following:

- (a) To correct at his own expense the conditions causing the excess.
- (b) To pay a monthly rate, to be determined by the Director of Public Works, to the City equal to the expense of maintaining and/or treating the excessive waste.
- (6) *Billing policy where more than one user or building is tied onto the same water meter.* It shall be the policy of the City to bill each home, homes, duplex, triplex, offices, or any other buildings where more than one user is tied onto the same water meter at ~~\$19.36~~\$20.52 per month for each customer unit for sewer, plus a monthly charge to be calculated as noted in subsection (2)(a) above.
- (7) *Billing for apartment and mobile home parks.*
 - (a) ~~\$19.36~~\$20.52 per month per apartment or mobile home plus a monthly volume charge of ~~\$2.99~~\$3.17 per 100 cubic feet of water used by the apartment complex or park.
 - (b) The apartment or mobile home park owner shall furnish a certified statement of occupancy prior to the 10th of each month. Failure to file the occupancy statement will result in billing for 100% occupancy.

(c) Deposits

- (1) *Calculation of deposit.* The required deposit will be based on historical average consumption using not less than 12 consecutive months of data, computed using the current city water and wastewater rates. The required deposit will be 1.5 times the average bill. If no recent historical data is available the deposit will be taken from schedule B. All residential customers will use Schedule B.

SCHEDULE B. WATER AND SEWER DEPOSITS

Effective ~~August 30, 2019~~October 1, 2021

Customer Type	Water	Sewer	Garbage
Renter-occupied residential	\$100.00	\$75.00	\$25.00
Owner residential	\$75.00	\$50.00	\$25.00 <u>\$25.00</u>
Commercial:			
¾"	\$150.00	\$100.00	
1" - 1½"	\$150.00	\$100.00	
2"	\$600.00	\$600.00	
4"	\$1,500.00	\$1,500.00	
6"—8"	\$4,500.00	\$2,900.00	
Multifamily: All sizes/per unit (unless owner deposit on file)	\$150.00	\$100.00	
Fire hydrant meter	\$1,000.00		

(d) *Leak adjustments for hidden leaks.*

- (1) A hidden leak shall be defined as a leak that cannot be detected until a higher than normal water bill is received. A hidden leak includes water leaks in the interior plumbing of a structure such as walls, slabs, in sprinkler system heads, and other undetectable areas. A hidden leak is not defined as a leak in hot water heaters, toilets, dripping faucets or frozen plumbing. In the event of a hidden leak, the city shall share the cost up to a maximum of \$150.00 of the excess water attributable to the hidden leak that has passed through the meter. A leak adjustment will be made:
 - a. Only once in a calendar year.
 - b. Only after proof (usually a statement from a licensed plumber) has been received that the leak has been repaired.
 - c. Only to the highest month consumption affected by the leak.
- (2) The amount of adjustment, not to exceed \$150.00, is determined by the following formula:
 - a. Calculate the amount of "normal" consumption.
 1. Averaging the previous six months before the leak occurred; or
 2. Using volume from the same month of the previous year, whichever is greater.
 - b. Subtract calculated "normal" consumption from actual consumption.
 - c. Divide the difference by two.
 - d. Apply the rate to the result in subsection (d)(2)c of this section.
 - e. The resulting dollar amount, up to \$150.00, shall be the amount of credit to the customer's account.
- (3) Customer costs associated with the leak repair are not reimbursable by the city. The city will only assist with the cost of excess water flowing through the meter as a result of a hidden leak.

(e) *Billing; delinquency fee.* All charges for services furnished or rendered by the city under this article shall include water, wastewater, sewer surcharge, EPA, storm drain and garbage service. Payment for such services shall be due and payable 21 days from the billing date stamped on the bill. In the event the billing statement is not paid in full by the 25th day after the billing date stamped on the bill, a fee of ten percent of the unpaid balance will be added to the next billing statement. (The minimum fee for failure to pay in full within the 25 days after the billing date is \$2.50 for residential accounts and \$15.00 for commercial accounts.)

(f) *Water and sewer connection fees.*

- (1) *Developed service.* A developed service is a service where the developer installed the tap, service line and meter box for water and tapping saddle and service line stub-out for wastewater service.
- (2) *Undeveloped service.* An undeveloped service is a service where the city has to install the tap, service line, meter box and meter for water and tapping saddle and service line stub-out for wastewater service.
- (3) *Additional services.* Additional services which are not included in the service connection fees are boring costs, service line costs in excess of 50 feet and street cut costs.
- (4) *Special conditions taps.* Taps larger than eight inches or requiring a special tapping crew. Fee will be charged according to tap installation costs.

Size	Developed	Undeveloped
WATER SERVICE CONNECTION FEES		
5/8 " x 3/4"	\$300.00	\$500.00
1"	\$350.00	\$565.00
2"	\$550.00 <u>\$700.00</u>	\$965.00
3"	\$1,350.00 <u>\$1,400.00</u>	**
4"	\$1,775.00 <u>\$1,950.00</u>	**
SANITARY SEWER SERVICE CONNECTION FEES		
4"	\$75.00	\$305.00
6"	\$75.00	**
8"	\$75.00	**

** These service connections shall be installed by a utility contractor for the developer at developer's cost.

Reconnect fee. When customer water or wastewater service has been disconnected, payment must be made by cash, check, credit card, or money order to restore service. Where water service has been disconnected for failure to pay for services rendered, a charge of \$45.00 shall be made for each meter on the final disconnection report and the utility account must be paid in full before such service is restored. An additional charge of \$50.00 for each meter shall be made if service is restored after 5:00 p.m. and before 8:00 a.m. on Monday through Friday or anytime on Saturday or Sunday.

(g) *Water meters serving multiple units; fire protection system meters.*

- (1) *Multifamily residential buildings.* Water meters that service a multiple-tenant residential building may have individual water meters dedicated to each individual unit to be serviced.
 - a. Multifamily residential buildings where one or more residential units is serviced by one meter: If a developer/owner/manager elects not to meter each residential unit (create individual taps and install city-approved meters to be read monthly by city staff), the developer/owner/manager may post a surety bond or cash deposit in the amount equal to six times \$75.00 times the number of units, regardless of the number of meters installed to service the total complex.
 - b. Multifamily residential buildings where one or more residential units is serviced by one meter: If within the specified period of time a developer/owner/manager of existing systems cannot (or elects not to) individually meter each residential unit (create individual taps and install city-approved meters to be read monthly by the city staff), such developer/owner/manager may post a surety bond or a cash deposit in the amount equal to six times the number of units times the average bill for that customer during the previous calendar year, regardless of the number of meters installed to service the total complex.
 - c. Requirements for surety bond:
 1. The surety bond payable to the city shall be issued by an authorized insurance company licensed to do business in the state and approved in writing by the city attorney.
 2. A power of attorney from the insurance company must accompany the surety bond.
 3. The surety bond must be filled out completely and executed by both the surety and principal.

4. The surety bond must be filed with the city within 30 days from the date of commencement of service.
- (2) *Commercial property.* Water meters that service a multiple-tenant commercial building may have water meters dedicated to individual units to be served.
 - a. Multi-unit commercial property where one or more commercial units serviced by one meter: If a developer/owner/manager elects not to meter each commercial unit (create individual taps and install city-approved meters to be read monthly by city staff), such developer/owner/manager may post a surety bond or cash deposit in the amount equal to six times the number of units times the average monthly bill of like-kind establishments, regardless of the number of meters installed to service the total complex.
 - b. Multi-unit commercial property where one or more commercial units serviced by one meter: If a developer/owner/manager of existing systems cannot individually meter each commercial unit (create individual taps and install city-approved meters to be read monthly by city staff), such developer/owner/manager may post a surety bond or cash deposit in the amount equal to six times the number of units times the average monthly bill for that location during the previous calendar year, regardless of the number of meters installed to service the total complex.
 - c. Requirements for surety bond:
 1. The surety bond payable to the city shall be issued by an authorized insurance company licensed to do business in the state and approved in writing by the city attorney.
 2. A power of attorney from the insurance company must accompany the surety bond.
 3. The surety bond must be filled out completely and executed by both the surety and principal.
 4. The surety bond must be filed with the city within 30 days from the date of commencement of service.
 - (h) *Fire protection water supply.* All water lines that supply a fire protection system shall be metered for water usage. These meters shall be installed at the point of connection from the underground to the above-ground piping.
 - (i) *Existing systems.* All occupancies, residential or commercial, that are existing must be within compliance of this article within two years of its effective date or when repairs or remodels are made that would involve changing, moving, relocating or altering the metering device.
 - (j) *Fee for printed account history.* There shall be a fee of \$15.00 charged to provide a printed account history of information that is available on the city's customer information system, to cover the cost of time and materials necessary to provide the information.
 - (k) *Activation/transfer fee.* There shall be a nonrefundable activation/transfer fee of \$20.00 to be charged for all water/sewer accounts.
 - (l) *Meter investigation fees.*
 - (1) Should any customer demand that a meter investigation be performed by the city in order to read the meter, verify readings or conduct leak investigations, a fee of \$10.00 will be assessed to the customer account exceeding two times in one calendar year (January 1 to December 31) if no problem is detected by the city in the investigation.
 - (2) Upon a second trip to a location made at the request of the customer for assistance, if the customer fails to meet his responsibility in order for a city representative to complete the service request, a fee of ~~\$15.00~~\$20.00 will be imposed on the customer account for each additional customer assistance call or dispatch.
 - (3) Should any customer demand that a meter be tested by a third party for accuracy, he shall make a cash deposit with the city utility department of \$60.00.

(4) Should any customer demand that a meter be replaced and such meter is under the age of seven (7) years, a fee of \$100.00 will be imposed on the customer account.

(m) *Tampering with or damaging meters.*

(1) Locking device\$60.00

(2) ¾-inch meter \$100.00

Fees for larger meters will vary and shall be imposed based on cost to the city plus 20 percent for installation and purchase.

(3) Curb stop/cut-off valve – 1st, 2nd, 3rd Offense \$100.00/\$200.00/\$300.00

(4) Setter 150.00

(5) ¾-inch meter box and lid 85.00

Fees for larger meter boxes and lids will vary and shall be imposed based on cost to the city plus 20 percent for installation and purchase.

(6) Meter bypass/jumper \$400.00

(7) Pull Meter \$75.00

~~(n) Irrigation system fees- (n) Reserved~~

~~(1) Plan review 50.00~~

~~(2) Permit approval 40.00~~

~~(3) On-site inspection 40.00~~

(o) *Drainage charges.*

(1) *Basic drainage charge.* The rate set forth herein is calculated on the basis of a drainage charge of \$11.00 per ERU (equivalent residential unit) which is equal to \$118.60 per impervious acre of land. Runoff coefficients and corresponding rates per acres for various land uses may be modified by the City Council from time to time by a modification of said basic drainage charge.

(2) *Residential property.* The city council finds that the residential lots within the city based upon a runoff coefficient of 0.50 will be charged at a rate of \$11.00 per month, per platted lot, tract and parcels of land when a building exists on the platted lot, tract and parcel of land.

(3) *Other property.* All other lots, tracts and parcels of land within the city shall be charged on the basis of the acreage contained in said lot, tract or parcel of land, and the use made of such property, in accordance with the following schedule of drainage charges which are hereby levied against all such remaining lots, tracts and parcels of land within the city.

Land Use	Run-off Coefficient	Rate Per Acre
Commercial	0.90	\$106.74
Industrial	0.80	94.88
School	0.50	59.30
Churches	0.65	77.09
Vacant Land	0.30	0.00

Calculation: Land use rate per acre x total acreage of property = Monthly Fee

Example: Land use rate per acre x Total Acreage of Property = Monthly Fee

Calculation: 106.74 x 1.50 acres = \$160.11 fee per month

- (4) *Changes to rates and charges.* The city council may later change, adjust, and readjust the rates and charges established herein for drainage services from time to time by ordinance. Prior to adjusting any drainage service rates and charges, the city council shall hold a public hearing in accordance with V.T.C.A., Local Government Code § 552.045(c), as now or hereafter amended. No action may be taken upon the proposed rate changes or adjustments by the city council until the following meeting of the city council.
 - (5) *Review.* Following the initial five years of substantial continuous operations of the municipal drainage utility system, a review and public hearing (requiring notice pursuant to the Texas Open Meetings Act, V.T.C.A., Government Code ch. 551, as now or hereafter amended) shall be conducted every three years addressing revenues, necessity for increases or decreases of the schedule of charges for drainage service, facilities, costs of service, drainage system, service area, and all other aspects of the operation of the MDUS.
 - (6) *Discontinuance of system.* If, after at least five years of substantially continuous operation of the municipal drainage utility system, the city council determines that the system should be discontinued, and that the provision for municipal drainage should be made by other revenues, the city council may adopt an ordinance in accordance with V.T.C.A., Local Government Code § 552.052 to that effect after providing notice and a public hearing as required by V.T.C.A., Local Government Code § 552.045.
 - (7) *Disclaimer.* By the passage of this section, the city makes no representation that all of the city drainage problems will be immediately remedied, and the city council is given full discretion in establishing time and quantitative priorities in expending funds as the same become available to meet the drainage needs of the city on a reasonable basis. The passage of this section shall not be construed to relieve private landowners, developers or other individuals or entities from providing drainage improvements pursuant to the ordinances of the city and the laws of this state which relate to drainage or drainage improvements.
 - (8) *Use of income.* All income from the city municipal drainage utility system shall be segregated and completely identifiable in municipal accounts. If drainage charges are solely for the cost of service, the city may transfer the charges in whole or in part to its general fund except for any part collected outside the city boundary and except for any part pledged to retire any outstanding indebtedness or obligation incurred or as a reserve for future construction, repair, or maintenance of the drainage system. Any sum levied in the drainage charges for contribution to the funding's of future system improvements including replacement, new construction, or extension of the system shall be used for such improvements and shall not be transferred to the general fund.
 - (9) *Adoption of additional rules.* The city council may, by subsequent ordinance, adopt rules for the operation and conduct of the city municipal drainage utility system, including exemptions, if any, from the drainage charges levied therein, consistent with its authority and state law.
- (p) *Gas rates and charges.*
- (1) *Item A: Residential and commercial rates.*
 - a. *Rate schedule.* Subject to applicable adjustments, the following rates are the maximum applicable to residential and commercial consumers per meter per month or for any part of a month for which gas service is available at the same location:
 1. Residential:
Customer charge \$8.0000

All consumption @ 3.8301 per Mcf

If the service period is less than 28 days in a month the customer charge is \$0.2857 times the number of days service. If the consumption contains a portion of an Mcf, a pro-rata portion of the per Mcf charge will be made.

2. Commercial:

Customer charge \$14.0000

First 20 Mcf @ 4.1150 per Mcf

Next 30 Mcf @ 3.8150 per Mcf

Over 50 Mcf @ 3.6650 per Mcf

If the service period is less than 28 days in a month the customer charge is \$0.5000 times the number of days service. If the consumption contains a portion of an Mcf, a pro-rata portion of the per Mcf charge will be made.

- b. *Due date.* Bills are due and payable when rendered and must be paid within 15 days from the monthly billing date.
- c. *Residential off-peak sales discount.* An off-peak sales discount of \$0.25 per Mcf will apply to residential customers' volume purchased in excess of eight Mcf for each of the billing months May through October.

(2) *Item A-1: Industrial rates.*

- a. Industrial rates-N is hereby amended and revised as follows:

Monthly rates. Subject to the company's limitation on the availability of each rate, the customer shall receive service under its choice of one of the following rates in accordance with the rate selected by customer as provided in the contract:

Rate 1

First 125 Mcf or less \$231.67

All over 125 Mcf @ 1.8142 per Mcf

Rate 2

First 600 Mcf or less \$1,045.78

All over 600 Mcf @ 1.6682 per Mcf

Rate 3

First 1,250 Mcf or less \$2,040.87

All over 1,250 Mcf @ 1.6082 per Mcf

- b. In all other respects, industrial rates-N shall remain in effect as filed with the city. 100 percent of the increase in industrial margin is to accrue to the benefit of TXU Gas Distribution.

(3) *Item A-2: Transportation rates.*

- a. The maximum fee for industrial transportation service on the city distribution system is \$0.8142 per MMBTU delivered plus applicable taxes exclusive of the backup fee.
- b. The above transportation fee includes both the fee incurred to move the gas from the receipt point on the transmission system to the city gate and the fee incurred to move the gas from the city gate to the customer's facility.

- c. If the fees for transportation service on the transmission system change, the revised fees will be included in the overall transportation rate charged to customers.
 - d. 100 percent of the increase in transportation fees incurred to move the gas from the city gate to the customer's facility is to accrue the benefit of TXU Gas Distribution.
- (4) *Item B: Gas cost adjustment.* Each residential and commercial monthly bill at the above rates in item A shall be adjusted for gas cost as follows:
- a. The city gate rate increase or decrease applicable to the current billing month residential and commercial sales shall be estimated to the nearest \$0.0001 per Mcf based upon:
 - 1. The city gate rate estimated to be applicable to volumes purchased during the current calendar month, expressed to the nearest \$0.0001 per Mcf (shown below as "Re"), less
 - 2. The base city gate rate of \$2.7535 per Mcf, multiplied by
 - 3. A volume factor of 1.0216 determined in establishing the above rates for the distribution system as the ratio of adjusted purchased volumes divided by adjusted sales volumes.
 - b. Correction of the estimated adjustment determined by item B.a above for the second preceding billing month shall be included as part of the adjustment. The correcting factor (shown below as "3") shall be expressed to the nearest \$0.0001 per Mcf based upon:
 - 1. The corrected adjustment amount based upon the actual city gate rate, less
 - 2. The estimated adjustment amount billed under item B.a above, divided by
 - 3. Distribution system residential and commercial sales Mcf recorded on the company's books during the prior year for the month that the correction is included as part of the adjustment.
- In summary, the gas cost adjustment (GCA) shall be determined to the nearest \$0.0001 per Mcf by item B.a and item B.b as follows:

$$\text{GCA} = [\text{Item B.a} + \text{Item B.b}]$$

$$\text{GCA} = [(1.0216) (\text{Re} - \$2.7535) + \text{C}]$$

(5) *Item C: Weather normalization adjustment.*

- a. Effective with bills rendered during the October 2000 through May 2001 billing months, and annually thereafter for the October through May billing months, the above residential and commercial consumption rates for gas service, as adjusted, will be subject to a weather normalization adjustment each billing cycle to reflect the impact of variations in the actual heating degree days during the period included in the billing cycle from the normal level of heating degree days during the period included in the billing cycle.
- b. The weather normalization adjustment will be implemented on a per Mcf basis and will be applicable to the heating load of each customer during the period included in the billing cycle. It will be determined separately for residential and commercial customers based on heating degree data recorded by the D/FW Airport weather station. The adjustment to be made for each billing cycle will be calculated according to the following formula:

WNA	=	$\frac{\text{NDD} - \text{ADD}}{\text{ADD}}$	x M x AHL
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Where:

WNA = Weather normalization adjustment.

NDD = Normal heating degree days during the period covered by the billing cycle.

ADD = Actual heating degree days during the period covered by the billing cycle.

M = Weighted average margin per Mcf included in the commodity portion of the rates effective during the October through May billing months.

AHL = Actual heating load per customer.

- c. The heating load to which the weather normalization adjustment is to be applied for residential and commercial customers is determined by subtracting the base load for the customer from the total volume being billed to the customer. The base load of a customer is the average level of non-heating consumption.
 - d. The weather normalization adjustment is subject to a 50 percent limitation factor based on temperatures being 50 percent warmer or colder than normal. The weather normalization adjustment will be calculated to the nearest \$0.0001 per Mcf.
- (6) *Item D: Tax adjustment.* Each monthly bill at the above residential and commercial rates, as adjusted above, shall be adjusted for municipal franchise fees (street and alley rental taxes) and the state gross receipts taxes imposed by V.T.C.A., Tax Code §§ 182.021—182.024. Each monthly bill, as adjusted above, shall also be adjusted by an amount equivalent to the proportionate part of any new tax or any tax increase or decrease, or any increase or decrease of any other governmental imposition, rental fee, or charge (except state, county, city and special district ad valorem taxes and taxes on net income), levied, assessed, or imposed subsequent to December 31, 1999, upon or allocated to the company's distribution operations, by any new or amended law, ordinance or contract. Municipal franchise fees (street and alley rental taxes) and the state gross receipts taxes imposed by V.T.C.A., Tax Code §§ 182.021—182.024 shall continue to be collected pursuant to individual industrial contracts.
- (7) *Item E: Schedule of service charges.*
- a. *Connection charge.* In addition to the charges and rates set out above, the company shall charge and collect the sum of:

Schedule	Charge
Business hours	\$35.00
After hours	52.50

for each reconnection of gas service where service has been discontinued at the same premises for any reason, for the initial inauguration of service, and for each inauguration of service when the billable party has changed, with the following exceptions:

- (i) For a builder who uses gas temporarily during construction or for display purposes;
 - (ii) Whenever gas service has been temporarily interrupted because of system outage or service work done by the company; or
 - (iii) For any reason deemed necessary for company operations.
- b. *Read for change charge.* A read for change charge of \$12.00 is made when it is necessary for a company employee to read the meter at a currently served location because of a change in the billable party.
 - c. *Returned check charge.* A returned check handling charge of \$16.25 is made for each check returned to the company for any reason.

- d. *Delinquent notification charge.* A charge of \$4.75 shall be made for each trip by a company employee to a customer's residence or place of business when there is an amount owed to the company that is past due. This charge shall not be made when the trip is required for safety investigations or when gas service has been temporarily interrupted because of system outage or service work done by the company.
- (8) *Item F: Main line extension rate.* The charge for extending mains beyond the free limit established by franchise for residential, commercial, and industrial customers shall be based on the actual cost per foot of the extension."

Sec. 12-103. - Chapter 103, Buildings and building regulations.

(a) *Fees .* Fees required by chapter 103 are as follows:

- (1) ~~*Plumber registration . \$100.00 per year for a journeyman.*~~ *Construction investigation – work without a permit. Whenever any work for which a permit is required by code or ordinance has commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.*
- (2) ~~*Mechanical contractor registration . \$100.00 per year.*~~ *Construction investigation fee. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be \$200.00.*
- (3) ~~*Building/Structure Moving or Relocating. —*~~ *Fee shall be the cost of regulating the activity (processing the application, staff manpower for escorts, etc.) but in no case less than \$200.00.*

(b) *Building permits; building contractor registration; miscellaneous permit and registration fees .*

(1) *Table 1-A .*

\$1.00—\$500.00	\$36.00
\$501.00—\$2,000.00	\$36.00 for the first \$500.00 plus \$3.86 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00—\$25,000.00	\$94.00 for the first \$2,000.00 plus \$18.14 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00—\$50,000.00	\$512.00 for the first \$25,000.00 plus \$13.04 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00—\$100,000.00	\$838.00 for the first \$50,000.00 plus \$9.06 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00—\$500,000.00	\$1,291.00 for the first \$100,000.00 plus \$7.24 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00—\$1,000,000.00	\$4,187.00 for the first \$500,000.00 plus \$6.16 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$7,267.00 for the first \$1,000,000.00 plus \$3.99 for each additional \$1,000.00, or fraction thereof

—(2) a. *Commercial plan review fee .* 65 percent of permit fee.

b. *Residential plan review fee. 25 percent of permit fee for each newly constructed single family residential dwelling unit.*

(3) *Other inspection and fees .*

- a. *Inspections outside normal business hours (minimum charge, two hours) :* \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include

supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

- b. *Reinspection fees* : \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
- c. *Inspections for which no fee is specifically indicated (minimum charge, one hour)* : \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
- d. *Additional plan review required by changes, additions or revisions to plans (minimum charge, one hour)* : \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
- e. *For use of outside consultants for checking plans and inspections, or both* : Actual costs. Actual costs include administrative and overhead costs.

(4) *Building valuation data* . Occupancy and type based on cost per square foot.

(5) Group (2015 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	226.92	219.10	213.80	205.04	192.95	187.36	198.56	176.18	169.73
A-1 Assembly, theaters, without stage	207.97	200.15	194.85	186.09	174.15	168.55	179.61	157.38	150.92
A-2 Assembly, nightclubs	177.49	172.34	167.98	161.18	151.95	147.76	155.52	137.58	132.93
A-2 Assembly, restaurants, bars, banquet halls	176.49	171.34	165.98	160.18	149.95	146.76	154.52	135.58	131.93
A-3 Assembly, churches	209.94	202.13	196.83	188.07	176.32	170.72	181.59	159.54	153.09
A-3 Assembly, general, community halls, libraries, museums	175.12	167.31	161.01	153.25	140.50	135.90	146.77	123.72	118.27
A-4 Assembly, arenas	206.97	199.15	192.85	185.09	172.15	167.55	178.61	155.38	149.92
B Business	181.12	174.43	168.67	160.26	146.18	140.70	153.97	128.34	122.72
E Educational	192.29	185.47	180.15	172.12	160.72	152.55	166.18	140.46	136.18
F-1 Factory and industrial, moderate hazard	108.53	103.54	97.56	93.81	84.17	80.36	89.86	70.57	66.08
F-2 Factory and industrial, low hazard	107.53	102.54	97.56	92.81	84.17	79.36	88.86	70.57	65.08
H-1 High Hazard, explosives	101.60	96.60	91.63	86.88	78.44	73.62	82.93	64.84	0.00
H234 High Hazard	101.60	96.60	91.63	86.88	78.44	73.62	82.93	64.84	59.35
H-5 HPM	181.12	174.43	168.67	160.26	146.18	140.70	153.97	128.34	122.72
I-1 Institutional, supervised environment	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
I-2 Institutional, hospitals	304.80	298.11	292.36	283.95	268.92	0.00	277.65	251.09	0.00
I-2 Institutional, nursing homes	211.20	204.51	198.75	190.34	177.26	0.00	184.05	159.42	0.00

I-3 Institutional, restrained	206.08	199.38	193.63	185.22	172.62	166.14	178.93	154.78	147.16
I-4 Institutional, day care facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
M Mercantile	132.23	127.09	121.73	115.92	106.18	102.99	110.26	91.82	88.16
R-1 Residential, hotels	182.28	175.70	170.83	162.68	150.87	146.84	162.68	135.49	131.23
R-2 Residential, multiple family	152.86	146.27	141.41	133.25	122.04	118.01	133.25	106.66	102.41
R-3 Residential, one- and two-family	143.93	139.97	136.51	132.83	127.95	124.61	130.57	119.73	112.65
R-4 Residential, care/assisted living facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
S-1 Storage, moderate hazard	100.60	95.60	89.63	85.88	76.44	72.62	81.93	62.84	58.35
S-2 Storage, low hazard	99.60	94.60	89.63	84.88	76.44	71.62	80.93	62.84	57.35
U Utility, miscellaneous	77.82	73.48	69.04	65.52	59.23	55.31	62.58	46.83	44.63
a. Private Garages use Utility, miscellaneous									
b. Unfinished basements (all use group) = \$15.00 per sq. ft.									
c. For shell only buildings deduct 20 percent									
d. Not permitted									

Add 0.5 percent to total cost for each story over three.

- (5) *Building valuation data formula* . Cost per square foot multiplied by the Texas regional modifier of 0.77.

Example: Type IIA, B Business of average construction is \$168.67 × .77 modifier = \$129.88 adjusted cost per square foot.

- The administrative official having jurisdiction for the city shall determine all building or construction valuations.
- Valuations shall be the greater of the valuation as established from table 1-A or using the formula from the building valuation data list.

- (6) *Contractor registration fees* .

- Contractor builder or remodeler registration fee, yearly \$100.00
- Contractor roofer registration fee, yearly \$100.00
- Contractor irrigator registration fee, yearly \$100.00
- Contractor journeyman electrician registration fee, yearly \$100.00
- Contractor fence registration fee, yearly\$100.00
- Contractor general registration fee, yearly\$100.00

- (7) *New Single-family construction permit fees*. Shall be based on square footage. The cost shall be \$1.30 per square foot. .
- Electrical permit fees for new single-family construction shall be 15 percent of the building permit fee. (Note: Temporary power pole fee for new single-family construction is ~~\$45.00~~\$25.00.)
 - Plumbing permit fees for new single-family construction shall be 5 percent of the building permit fee.
 - Mechanical permit fees for new single-family construction shall be 3 percent of the building permit fee.
 - Single-family remodel construction permit fees*. Shall be based on square footage. The cost shall be \$0.85 per square foot.
- (8) *Fence permit fees* . Fees for fence permits shall be based on cost of construction as determined in table 1-A.
- (9) *Swimming pool/spa/hot tub fees* . Fees for swimming pool, spa and hot tub construction, excluding electrical, shall be based on cost of construction as determined in table 1-A.
- (10) *Reroofing permit fees* .
- For reroofing single-family structures or fractions thereof, each \$100.00
 - Fees for commercial reroofing shall be based on cost of construction as determined in table 1-A.
- (11) *Demolition permit fee* . For the demolition of each structure of building, including accessory buildings \$100.00 .
- (c) *Carport construction* . Residential carport permit fees shall be \$200.00. Commercial carport permit fees shall be based on cost of construction as determined in table 1-A, but in no instance shall be less than \$350.00.
- (d) *Electrical permits* .
- (1) *Permit issuance* .
- For the issuance of each permit ~~\$60.00~~\$70.00
 - For issuance of each supplemental permit \$15.00
- (2) *System fee schedule* . (Note: The following do not include permit issuing fees.)
- New multi-family residential buildings (apartments or condominiums)* .
 - Fees for this type of construction will be based on the fee schedule.
 - For all other types of residential occupancies and alterations, additions, and modifications to existing residential buildings, use the unit fee schedule.
 - Private swimming pools* .
 - For new private residential in-ground and above ground swimming pools for single-family and multi-family occupancies including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping and other similar electrical equipment directly related to the operation of a swimming pool, each ~~\$75.00~~\$175.00
 - For ~~other types of swimming pools~~, therapeutic whirlpools, spas, and alterations to existing swimming pools, use the unit fee schedule.
 - Carnivals and circuses* . Utilizing transportable-type rides, booths, displays and attractions.
 - For electric generators and electrically driven rides, each \$25.00

2. For mechanically driven rides and walk-through attractions or displays having electric lighting, each \$10.00
 3. For a system of area and booth lighting, each \$10.00
 4. For permanently installed rides, booths, displays and attractions, use the unit fee schedule.
- d. *Temporary power service* .
1. Temporary service power pole and attachments, each \$25.00
 2. Temporary distribution system and temporary lighting, each \$10.00
- (3) *Unit fee schedule* . (Note: The following do not include permit-issuing fees.)
- a. *Receptacle, switch and lighting outlets* . For receptacle, switch, lighting, or other outlets at which current is used or controlled, except services, feeders, and meters:
1. First ten \$2.50 each
 2. Additional outlets \$1.00 each
- Note: for multi-outlet assemblies, for each five feet or fraction thereof, may be considered one outlet.
- b. *Lighting fixtures* .
1. For lighting fixtures, sockets or other lamp-holding devices:
 - (i) First ten \$2.50 each
 - (ii) Additional fixtures \$1.00 each
 2. For pole or platform mounted lighting fixtures \$1.00 each
 3. For theatrical type lighting fixtures or assemblies \$1.00 each
- c. *Residential appliances* .
1. For fixed residential appliances or receptacle outlets; electric ovens; counter-mounted cooking tops; electric ranges; self-contained room, console or through-wall air conditioners; space heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor-operated appliances not exceeding one horsepower (hp) in rating \$10.00 each.
 2. For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see "power apparatus."
- d. *Nonresidential appliances* .
1. For residential appliances and self-contained factory-wired nonresidential appliances, not exceeding one horsepower (hp), kilowatt(kW) or kilovolt-ampere(kVA) in rating, including medical and dental devices; food, beverage and ice cream cabinets; illuminated showcases; drinking fountains; vending machines; laundry machines; or similar types of equipment: \$7.50 each
 2. For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see "power apparatus."
- e. *Power apparatus* . For motors, generators, transformers, rectifiers, synchronous converters, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment and other apparatus, as follows:
- Rating in horsepower (hp), kilowatts(kW), kilovolt-amperes(kVA) or kilovolt-amperes reactive (kVAE):

Up to and including 1 \$10.00 each
Over 1 and not over 10 \$15.00 each
Over 10 and not over 50 \$20.00 each
Over 50 and not over 100 \$40.00 each
Over 100 \$55.00 each

Notes:

1. For equipment or appliances having more than one motor, transformer, heater, etc., the sum of the combined ratings may be used.
2. These fees include all switches, circuit breakers, contractors (conductors), thermostats, relays, and other directly related control equipment.
- f. *Busways* . For trolley and plug-in busways: \$7.50 each 100 feet or fraction thereof.

Note: An additional fee will be required for lighting fixtures, motors and other appliances that are connected to trolley and plug-in type busways. No fee is required for portable tools.

g. *Signs, outline lighting and marquees* .

1. For signs, outline lighting systems or marquees supplied from one branch circuit \$40.00 each
2. For additional branch circuits within the same sign, outline light system or marquee \$5.00 each

3. For CEVMS type signs.....\$100.00

h. *Services or subpanels* .

1. For services or subpanels 100 amps in rating or less, each \$40.00
2. For services or subpanels 101 amps to 150 amps in rating, each \$80.00
3. For services or subpanels over 150 amperes in rating, each \$120.00

i. *Solar Systems*

1. For each solar system up to 25 panels.....\$375.00

2. For each solar system from 26 to 40 panels....\$475.00

3. For each solar system of 41 panels or more.....\$800.00

4. For each upgrade to an electrical panel with the addition of a solar system.....\$180.00

i. *Miscellaneous apparatus, conduits and conductors* .

1. *For electrical apparatus, conduits and conductors for which a permit is required but for which no fee is herein set forth* : \$25.00 . Note: This fee is not applicable when a fee is paid for one or more services, outlets, fixtures, appliances, power apparatus, busways, signs or other equipment.
2. *Inspections outside normal business hours (minimum charge, two hours)* : \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

3. *Reinspection fees* : \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.
4. *Inspections for which no fee is specifically indicated, per hour (minimum charge, one hour)* : \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

(e) *Plumbing permits .*

(1) *Permit issuance .*

- a. For issuing each permit ~~\$60.00~~\$70.00
- b. For issuing each supplemental permit \$30.00

(2) *Unit fee schedule .* (In addition to subsection (e)(1)a and b of this section.)

- a. For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping, and backflow protection) \$15.00
- b. For each building sewer and each trailer park sewer \$30.00
- c. Rainwater systems, per drain (inside building) \$15.00
- d. For each cesspool (where permitted) \$50.00
- e. For each private sewage disposal system \$80.00
- f. For each water heater and/or vent \$15.00
- g. For each gas piping system up to five inlets or outlets \$15.00
- h. For each additional gas piping inlet or outlet \$5.00
- i. For each medical gas piping system, up to five inlets or outlet \$25.00
- j. For each additional medical gas inlet or outlet \$5.00
- k. For each waste pretreatment interceptor including its trap and vent \$45.00
- l. For each installation, alteration or repair of water piping and/or water treating equipment \$15.00
- m. For each repair or alteration of drainage or vent piping, each fixture \$15.00
- n. For each residential lawn sprinkler system on any one meter, including backflow protection devices, and plan review ~~\$75.00~~\$130.00
- o. For each commercial lawn sprinkler system on any one meter, including backflow protection devices, and plan review.....\$200.00
- ~~op.~~ For each atmospheric-type vacuum breaker not part of a lawn sprinkler system \$15.00
- ~~pq.~~ For each backflow protective device other than atmospheric-type vacuum breakers:
 1. Two inch diameter and smaller ~~\$20.00~~\$40.00
 2. Over two-inch diameter ~~\$40.00~~\$80.00
- ~~qr.~~ For each graywater system \$60.00
- ~~rs.~~ For initial installation and testing for a reclaimed water system \$45.00
- ~~st.~~ For each annual backflow device testing (excluding initial test) ~~\$45.00~~\$60.00
- ~~tu.~~ For each gas pressure test.....\$75.00

(3) *Other inspection fees .*

- a. *Inspections outside normal business hours (minimum charge, two hours) :* \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
 - b. *Reinspection fees :* \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.
 - c. *Inspections for which no fee is specifically indicated, per hour (minimum charge, one hour) :* \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.
- (f) *Mechanical permits .*
- (1) *Permit issuance .*
 - a. For the issuance of each permit ~~\$60.00~~ \$70.00
 - b. For issuance of each supplemental permit for which the original permit has not expired, been cancelled or finalized \$30.00
 - (2) *Unit fee schedule .* (Note: The following do not include permit-issuing fees.)
 - a. *Furnaces (heat) .*
 - 1. For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to each appliance, up to and including 100,000 Btu/h (29.3 kW) \$30.00
 - 2. For the installation or relocation of each forced-air or gravity furnace or burner, including ducts and vents attached to such appliance, over 100,000 Btu/h(29.3 kW) \$40.00
 - 3. For the installation or relocation of each floor furnace, including vent \$30.00
 - 4. For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater \$30.00
 - b. *Appliance vents .* For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit \$20.00
 - c. *Repairs or additions .* For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption unit, or evaporative cooling system, including installation controls regulated by the mechanical code \$30.00
 - d. *Boilers, compressors and absorption systems (A/C) .*
 - 1. For the installation or relocation of each boiler or compressor to and including three horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW) \$40.00
 - 2. For the installation or relocation of each boiler or compressor over three horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or for each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW) \$60.00
 - 3. For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW) \$80.00
 - 4. For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW) \$120.00

5. For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or 1,750,000 Btu/h (512.9 kW) \$200.00
- e. *Air handlers* .
1. For each air-handling unit to and including 10,000 cubic feet per minute permit (cfm) (4,719 L/s), including ducts attached thereto \$38.00
- Note: This fee does not apply to an air-handling unit which is a portion of a factory assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere in the mechanical code.
2. For each air-handling unit over 10,000 cfm (4,719 L/s) \$60.00
- f. *Evaporative cooler* . For each evaporative cooler other than portable type \$35.00
- g. *Ventilation and exhaust* .
1. For each ventilation fan connected to a single duct \$20.00
 2. For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit \$30.00
 3. For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood \$40.00
- h. *Incinerators* .
1. For the installation or relocation of each domestic—type incinerator \$45.00
 2. For the installation or relocation of each commercial or industrial type incinerator \$60.00
- i. *Miscellaneous fees* .
1. For each appliance or piece of equipment regulated by the mechanical code but not classed in other appliance categories, or for which no other fee is listed in the table \$30.00
 2. Permit fees for fuel gas piping shall be:
 - (i) For each gas piping system of one to four outlets \$15.00
 - (ii) For each additional outlet exceeding four, each \$5.00
 3. Permit fees for process piping shall be as follows:
 - (i) For hazardous process piping system (HPP) of one to four outlets \$15.00
 - (ii) For hazardous process piping system of five or more outlets \$5.00
 - (iii) For each nonhazardous process piping system (HPP) of one to four outlets \$2.00
 - (iv) For each nonhazardous process piping system of five or more outlets \$2.00
- j. *Other inspection fees* .
1. *Inspections outside normal business hours (minimum charge, two hours)* : \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
 2. *Reinspection fees* : \$70.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.

3. *Inspections for which no fee is specifically indicated, per hour (minimum charge, one hour) : \$75.00 per hour or the hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.*

(g) *Reinspection fee* . \$70.00

(h) *Certificate of Occupancy* . \$100.00

(i) *Application for temporary power* . ~~\$40.00~~70.00

(j) *Appeal to board of appeals* . Each notice of appeal to the board of appeals shall be accompanied by a cashier's check or money order, payable to the city in the amount of \$200.00."

. . . .

Sec. 12-109. - Chapter 109, Manufactured housing and mobile home parks.

Mobile home park fees.

(1) *Nonconforming use permit*. The fee for issuance of a permit shall be \$100.00.

(2) *Renewal or transfer of license or permit*. For validity, a license or permit shall be renewed each year on payment of an annual fee of \$100.00 by the licensee or permittee. Renewal will be effected by the city permit clerk. To transfer a license or permit, a written request to do so shall be submitted to the city permit clerk. Upon inspection of the park by the building official, and with his approval, the city permit clerk will issue a transfer, the fee therefor being \$25.00.

(3) *Monthly inspection fee*. Each owner of a mobile home park within the city shall pay a monthly fee of \$1.00 to the city for each mobile home within the park.

. . . .

Sec. 12-111. - Chapter 111, Signs.

(a) *Temporary sign fee* . \$130.00

(b) *Permanent sign fee* . \$200.00 plus three percent of the cost of the sign.

(c) *Billboard advertising permit* . \$200.00 valid for a period of one year.

(d) *Billboard digital conversion*. \$1,737.00

(e) *Billboard digital – Annual fee*. \$232.00"

Sec. 12-113. - Chapter 113, Subdivisions.

(a) *Fees for processing and filing plats* . Fees for processing and filing plats shall be established as follows:

(1) *Preliminary plat* : \$300.00 plus \$10.00 per lot.

(2) *Final plat* : \$300.00 plus \$20.00 per lot.

(3) *Replat* : \$300.00 plus \$5.00 per residential lot or commercial unit.

a. Recording fees

- 24' x 36" plat \$67.00
- 18" x 24" plat \$52.00
- Each additional page (ie, tax certificate, extra plat page) \$10.00
- See current Tarrant County recording fee for other fees that may apply

b. Miscellaneous fees

- Easement or alley vacation \$67.00
- (4) *Conveyance/corrected/amended plat*: \$200.00

- | | |
|--------------------------------|---------|
| (5) Zoning Verification Letter | \$22.00 |
| (6) Zoning Map copy | \$17.00 |
| (7) Plat copy | \$10.00 |

(b) Construction inspection and processing fee.

(1) The developer agrees to pay the city an inspection and processing fee in the amount of four percent of the construction costs of the streets, curb, and gutter, water, sewer and the drainage facilities required to serve the subdivision.

(2) Commercial plan review will be 65 percent of permit fee.

(3) Subdivision development (public utility, street, curb and gutter) plan review will be 65 percent of permit fee.

~~(4) Residential plan review will be 25 percent of permit fee."~~

Sec. 12-115. - Chapter 115, Zoning.

(a) *Rezoning fee* . \$600.00 plus costs incurred by the city for the postage, mailing, copying and other related expenses for all other zoning districts; \$600.00 plus costs incurred by the city for the postage, mailing, copying and other related expenses for planned development.

(b) *Special use permit fee* . \$600.00 plus costs incurred by the city for the postage, mailing, copying, and other related expenses.

(c) *Site Plan review fee*. \$528.00

(d) *Zoning board of adjustments hearing fee for variance to existing city codes and ordinances* . \$300.00 plus costs incurred by the city for postage, mailing, copying and other related expenses.

(e) *Land plan/site plan fee* . \$500.00 for plan/site less than ten acres and \$700.00 for plan/site more than 10 acres.

(f) *Portable storage container permit fee* . \$25.00 for any portable storage container used in a residential zoned district for a period of 30 days or more. No fee shall be assessed for a portable storage building used in a residential zoned district for less than 30 days."



AGENDA MEMORANDUM

DATE: September 8, 2021
TO: Honorable City Council Members
FROM: Terri Johnson, City Secretary
SUBJECT: Consider action on the resignation of Library Board Member Carol Coy

BACKGROUND/INFORMATION:

Ms. Coy's term on the City's Library Board expired August 31, 2021 and the Mayor was informed that she has resigned her seat on the Board.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

City Staff respectfully requests the City Council accept the resignation of Library Board member Carol Coy.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Caroline Kelley, Attorney
Terri Johnson, City Secretary

Approved - 9/8/2021
Final Approval - 9/8/2021

Approved as to form for inclusion on Agenda



AGENDA MEMORANDUM

DATE: September 7, 2021

TO: Honorable City Council Members

FROM: Marcia Reyna, Human Resources and Civil Service Director

THROUGH: Arthur Miner, Mayor

SUBJECT: Receive report from Mayor Miner regarding the creation of a special subcommittee of City Council, the City Secretary Search Subcommittee, and appointment of members to same

BACKGROUND/INFORMATION:

The City of Watauga is currently conducting an executive search for the position of City Secretary. Article III, Section 3.06(c) of the City Charter states that "the mayor shall have the power to recommend appointment... of the city secretary...subject to the consent and approval of the remaining members of city council. Such approval must be in accordance with the voting procedure set forth in section 3.09(c) of this Charter." Additionally, Article III Section 3.06(e) of the City Charter authorizes the Mayor "to create special subcommittees of three members or less of the city council as he or she deems advisable or as instructed by the city council. The mayor shall have the power to appoint members of the city council to such subcommittees". The creation of a City Secretary Search Sub-Committee will facilitate the applicant screening process. The committee will consist of three (3) Council Members or less. The committee will review all of the applications and submit the top applicants to the City Council for interview, consideration and action.

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

Staff respectfully requests that the City Council create a City Secretary Search SubCommittee to screen applicants for the position of City Secretary.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. City Secretary Search Sub-Committee Resolution

REVIEWED BY:

Marcia Reyna, Human Resources and Civil Service Director	Approved - 9/7/2021
Caroline Kelley, Attorney	Approved - 9/7/2021
Terri Johnson, City Secretary	Final Approval - 9/8/2021
<i>Approved as to form for inclusion on Agenda</i>	



AGENDA MEMORANDUM

CITY OF WATAUGA, TEXAS
RESOLUTION NO. 2021-034

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF WATAUGA, TEXAS PROVIDING FOR THE CREATION OF A CITY SECRETARY SEARCH SUB-COMMITTEE TO SCREEN APPLICANTS FOR THE POSITION OF CITY SECRETARY OF THE CITY OF WATAUGA AND MAKE RECOMMENDATIONS TO THE CITY COUNCIL; PROVIDING FOR THE MEMBERS, DUTIES AND OPERATING PROCEDURES, PROVIDING FOR REPEAL; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Article III, Section 3.06(e) of the Home Rule Charter of the City of Watauga, Texas authorizes the Mayor "to create special subcommittees of three members or less of the city council as he or she deems advisable or as instructed by the city council. The mayor shall have the power to appoint members of the city council to such subcommittees"; and

WHEREAS, the City Secretary Search Sub-Committee will be created to screen applicants for the position of City Secretary and make recommendations to the City Council; and

WHEREAS, the City Secretary Search Sub-Committee will abide by the following operating procedures:

A. Membership

1. The City of Watauga City Secretary Search Sub-Committee (hereinafter "the Committee") is hereby created and shall consist of three (3) members of the City Council.
2. The Committee shall exist and the Committee members shall serve on the Committee until the current vacancy in the position of City Secretary is filled.
3. Committee members serve without compensation.

B. Officers

1. The Mayor shall elect from among its members a Chair to serve in such position until the Committee is dissolved.
2. The Human Resources Director will serve as Secretary. The Secretary shall perform the duties of maintaining records and minutes of the Committee along with other responsibilities the Committee may authorize. The Secretary is not a member of the Committee and does not vote.

C. Voting

1. A majority of the members of the Committee is necessary in matters relating to the business of the Committee.

D. Jurisdiction

1. The Committee shall review all applications for the position of City Secretary that are submitted to the City after the Human Resources Department has reviewed said applications and determined whether the applicants meet the minimum qualifications for the position.
2. The Committee shall review and rank the applicants and submit top applications to the City Council for consideration and action.

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

I.

The City Council of the City of Watauga hereby finds that the statements set forth in the recitals of this Resolution are true and correct and hereby incorporates such recitals as a part of this Resolution.

II.

The City Secretary Search Sub-Committee hereto and incorporated by reference, is hereby adopted.

III.

This Resolution shall be and is hereby cumulative of all other Resolutions of the City of Watauga, Texas, and this Resolution shall not operate to repeal or affect any such other Resolutions except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this Resolution, in which event, such conflicting provisions, if any, in such other Resolutions are hereby repealed.

IV.

If any section, sub-section, sentence, clause, or phrase of this Resolution shall for any reason be held to be invalid, such decision shall not affect the validity of the remaining portions of the Resolution.

V.

This Resolution shall become effective and shall be in full force and effect from and after the date of passage and adoption by the City Council of the City of Watauga, Texas, and upon application of law and in accordance with Section 3.13 of the Charter of the City of Watauga, Texas.

PASSED AND ADOPTED by the City Council of the City of Watauga, Texas this the ____ day of _____, 2021.

APPROVED:

ARTHUR L. MINER, MAYOR

ATTEST:

TERRI JOHNSON, INTERIM CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

CAROLINE KELLEY, CITY ATTORNEY
RUSSELL RODRIGUEZ HYDE & BULLOCK, LLP



AGENDA MEMORANDUM

DATE: August 25, 2021

TO: Honorable City Council Members

FROM: Andrea Gardner, City Manager

THROUGH:

SUBJECT: Pursuant to Texas Government Code Section 551.071 to seek legal advice regarding City Council Place 5 vacancy

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Andrea Gardner, City Manager

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 8/30/2021

Approved - 9/3/2021

Final Approval - 9/3/2021



AGENDA MEMORANDUM

DATE: September 1, 2021

TO: Honorable City Council Members

FROM: Andrea Gardner, City Manager

SUBJECT: Pursuant to Texas Government Code Sections 551.071 and 551.087, to seek legal advice regarding and to discuss economic incentives for Smiley Transportation Corp and Wetzel Consultants, LLC

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Caroline Kelley, Attorney

Andrea Gardner, City Manager

Approved as to form for inclusion on Agenda

Approved - 9/4/2021

Final Approval - 9/8/2021



AGENDA MEMORANDUM

DATE: September 3, 2021

TO: Honorable City Council Members

FROM: Caroline Kelley, Attorney

THROUGH:

SUBJECT: Pursuant to Texas Government Code Section 551.071 to seek legal advice regarding the City's obligations related to the Park Vista Public Improvement District

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

George Hyde, Legal	Approved - 9/3/2021
Karrie Marling, Legal	Approved - 9/3/2021
Caroline Kelley, Attorney	Approved - 9/3/2021
Andrea Gardner, City Manager	Final Approval - 9/3/2021

Approved as to form for inclusion on Agenda



AGENDA MEMORANDUM

DATE: September 3, 2021

TO: Honorable City Council Members

FROM: Andrea Gardner, City Manager

SUBJECT: Discuss and consider action on a Chapter 380 Economic Development Agreement between the City of Watauga and Smiley Transportation Corp and Wetzel Consultants, LLC

BACKGROUND/INFORMATION:

FINANCIAL IMPLICATIONS:

RECOMMENDATION/ACTION DESIRED:

City staff respectfully recommends the City Council approve a Chapter 380 Agreement between the City of Watauga and FSG, LLC

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

None

REVIEWED BY:

Caroline Kelley, Attorney
Andrea Gardner, City Manager

Approved - 9/4/2021
Final Approval - 9/8/2021

Approved as to form for inclusion on Agenda