



AGENDA
WATAUGA CITY COUNCIL
WORKSHOP MEETING
MONDAY, APRIL 8, 2024
CITY HALL COUNCIL CHAMBER, 7105 WHITLEY ROAD
5:30 PM

This notice is posted pursuant to the Texas Open Meetings Act. Notice is hereby given that a **City Council Workshop 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

ANNOUNCEMENTS

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.

PRESENTATIONS

1. Presentation on Chapter 12 Fee Schedule Proposed Changes
Sandra Gibson, Director of Finance

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 [City Council/Board/Commission/Committee] to address a subject matter on the agenda. Action, if any, will be taken in open session.

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, Linda Proskey, 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 April 5, 2024, before 5:00 p.m., in accordance with Chapter 551 of the Texas Government Code.

/S/ Linda Proskey
City Secretary





AGENDA MEMORANDUM

DATE: April 1, 2024
TO: Honorable City Council Members
FROM: Sandra Gibson, Director of Finance
THROUGH: Joshua Jones, City Manager
SUBJECT: Presentation on Chapter 12 Fee Schedule Proposed Changes

BACKGROUND/INFORMATION:

Staff will present proposed changes to the Chapter 12 Fee Schedule.

FINANCIAL IMPLICATIONS:

N/A

RECOMMENDATION/ACTION DESIRED:

This item does not require a recommendation as it is a presentation/report.

ATTACHMENTS/ SUPPORTING DOCUMENTATION:

1. Proposed Fee Schedule Changes April 8th 2024

REVIEWED BY:

Sandra Gibson, Director of Finance

Joshua Jones, City Manager

Linda Proskey, City Secretary

Approved as to form for inclusion on Agenda

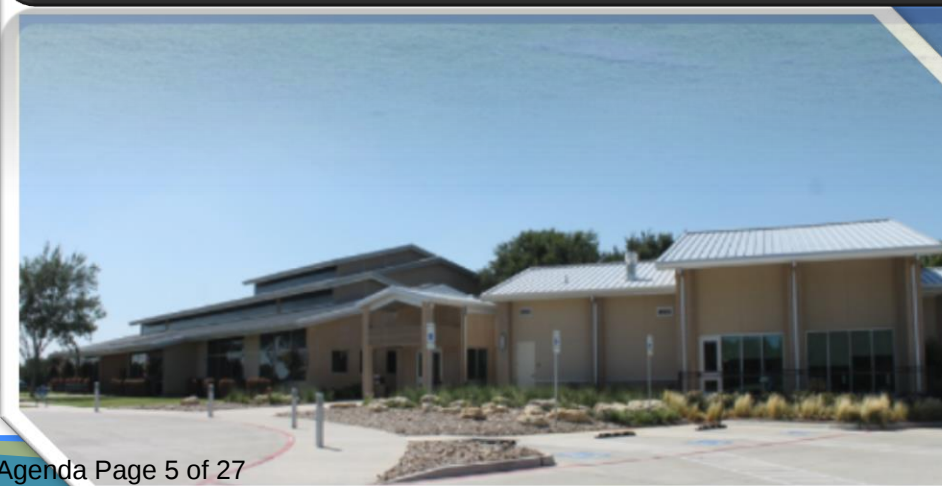
Approved - 4/3/2024

Approved - 4/4/2024

Final Approval - 4/5/2024

CITY OF WATAUGA, TEXAS

FEE SCHEDULE WORKSHOP - MUNICIPAL SERVICES



Proposed fee changes

Chapter 12 Fee Schedule

City of Watauga Code of Ordinances

Administrative Fees

12-2, 12-4

12-2 Administrative Section

Fee Type	Current Fee	<i>Proposed</i>
Library – damage cost	Rebinding plus cost to repair/replace \$5.00	Replacement cost plus \$5.00 processing fee
Library – lost items	Processing fee \$5.00	Replacement cost plus \$5.00 processing fee
Library self-serve kiosk – Scan	.30/each page	Free

Section 12-4 – Alcoholic Beverages

Fee Type	Current Wording	<i>Proposed wording</i>
Permit for sale of alcohol	<i>Permit for sale of beer and wine.</i> A fee of \$30.00 is hereby imposed upon each application for a permit to sell beer or wine. This fee shall be collected when the application for such permit is requested. Permits shall be available during regular business hours from the city secretary. Such permit must be presented to the city secretary for certification that such permit is in compliance with all city ordinances.	<i>Permit for sale of alcohol.</i> A fee of \$30.00 is imposed upon each application for a city permit to sell beer or wine. This fee shall be collected when the application is submitted and upon permit renewal each year. For mixed beverages and all other alcohol permits, the fee is the maximum local fee allowed by the Texas Alcoholic Beverage Commission. Applications will be accepted through the city secretary's office during regular business hours. All permit applications must be presented to the city secretary's office to ensure compliance with all city ordinances.

Section 12-6 Animals

Chapter 12-6 Animals

Fee Type	Current Fee	<i>Proposed fee</i>
Multiple pet ownership	\$17.00	\$20.00
Impoundment fees – altered animal	First \$17.00 Second \$81.00 Third \$100.00	First \$20.00 Second \$80.00 Third - no change
Impoundment fees – unaltered animal	First \$44.00 Second \$81.00 Third \$100.00	First \$45.00 Second \$80.00 Third – no change
Boarding – per night	\$12.00	\$10.00
Quarantine – per night	\$14.00	\$20.00

Section 12-6 Animals

Fee Type	Current Fee	Proposed Fee
Surrender of animals – per animal	\$27.00	\$30.00
Surrender of animal for rabies analysis	\$52.00	\$55.00
Kennel permit	\$81.00	\$80.00
Fees for animal licenses	Unaltered \$22.00 Altered \$6.00	Unaltered \$20.00 Altered \$5.00
Microchip	\$20.00	<i>No change</i>

Section 12-6 Animals

Fee Type	Current Fee	Proposed Fee
Backyard chicken fees- Initial Registration	\$60.00* *omitted from fee schedule	\$60.00
Annual fee	\$17.00	\$20.00
Impoundment of backyard chicken	First \$17.00 Second \$81.00 Third \$100.00	First \$20.00 Second \$80.00 Third – no change
Surrender of animal by owner	\$27.00	\$30.00

Building and Development Related Proposed Fee changes

Sections 12-10, 12-22, 12-103, 12-111, 12-113,
12-115

Building & Development Fee Change Summary

Fee Type	Current Fee	Proposed Fee
Grease and grit transporter book	N/A	\$15.00 per ticket book
Additional city issue signs – garage sales	\$2.00/sign	Not provided
Other inspection and fees	various	Add “other third party entity verbiage” for providing these services
Civil Plan Review – Private Development	N/A	\$2,500 first 3 review, \$775 each additional review
Grade Plan Review – Single Lot residential	N/A	\$200.00 first review, \$200 each additional
Grading Permit – Private Development: Residential	N/A	\$150.00 per lot
Grading Permit – Commercial or Subdivision	N/A	\$400 per recorded acre, minimum \$600
Fence permit fees	Based on cost of construction	\$150.00
Swimming pool/spa/hot tub fees	Based on cost of construction	\$1,000.00
Reroofing permit fees – commercial	Based on cost of construction	\$900.00
Carport Construction	Residential \$200.00, commercial based on cost of construction	Residential \$200.00, commercial \$350.00

Building & Development Fee Change Summary

Fee Type	Current Fee	Proposed Fee
Permanent Sign fee	\$200.00 plus 3% of cost of sign	\$300.00
Billboard Advertising Permit	\$200.00	\$300.00
Billboard digital	\$232.00	\$300.00
Subdivisions – preliminary plat	\$300.00 plus \$10.00 per lot	\$400.00 plus \$20.00 per lot
Subdivisions – final plat	\$300.00 plus \$20.00 per lot	\$400.00 plus \$20.00 per lot
Subdivisions - Replat	\$300.00 plus \$5.00 per lot	\$300.00 plus \$10.00 per lot
24" x 36" plat	\$67.00	\$120.00
18" x 24" plat	\$52.00	\$100.00

Building & Development Fee Change Summary

Fee Type	Current Fee	Proposed Fee
Easement or alley vacation	\$67.00	\$1,000, plus costs incurred by City
Conveyance/corrected/amended plat	\$200.00	\$275.00
Zoning Verification Letter	\$200.00	\$275.00
Zoning map copy	\$22.00	\$25.00
Plat copy	\$10.00	\$15.00
Construction inspection and permit fee – developer	4% of construction costs	\$24,000 for the first 6 months and \$4,000 per month until final letter of acceptance
Detailed drainage reviews (new)	N/A	Based on third party review cost plus 10% for administration
Pre-construction meeting (new)	N/A	\$300.00
Portable Storage container fee	\$25.00	\$30.00



Parks and Recreation Proposed Fee Changes – Section 12-30

Parks & Recreation Fee Changes

Name of Fee	Resident Fee Current	Non-resident Current	Resident Fee Proposed	Non-resident Proposed
Community Center Fees				
Daily Walk-in (adult)	\$6.00	\$6.00	\$8.00	\$12.00
Daily Walk-in (child 17 and under)	\$3.00	\$3.00	\$5.00	\$10.00
Seniors over 60 Annual	\$15.00	\$15.00	\$15.00	\$30.00
Daily walk-in (seniors)	\$3.00	\$3.00	\$5.00	\$7.00
Pickle Pass	\$40.00	\$60.00	N/A	N/A
Class and Program fees	\$5.00 per class	\$5.00 per class	Instructor agreement	Instructor Agreement
Preschool Tiny Tots			\$100.00/month	\$100.00/month
Preschool – Time for Tots			\$125.00/month	\$125.00/month

Parks & Recreation Fee Changes

Name of Fee	Resident Fee Current	Non-resident Current	Resident Fee Proposed	Non-resident Proposed
Community Center Fees				
Camp Watauga 1 child	N/A	N/A	\$135/week	\$160/week
Camp Watauga 2 child	N/A	N/A	\$243/week	\$288/week
Camp Watauga 3 child	N/A	N/A	\$338/week	\$400/week
Camp Watauga 4 child	N/A	N/A	\$419/week	\$496/week

Parks & Recreation Fee Changes

Name of Fee	Resident Fee Current	Non-resident Current	Resident Fee Proposed	Non-resident Proposed
Facility and Park Rentals				
Foster Village	\$40.00/hr.	\$60.00/hr.	\$45.00/hr.	\$75.00/hr.
Multi-purpose Center E	\$40.00/hr.	\$60.00/hr.	\$50.00/hr.	\$80.00/hr.
Active Adult Center Room	\$60.00/hr.	\$80.00/hr.	\$75.00/hr.	\$125.00/hr.
Gym ½ court	\$25.00/hr.	\$50.00/hr.	\$40.00/hr.	\$65.00/hr.
Gym Full Court	\$50.00/hr.	\$75.00/hr.	\$75.00/hr.	\$125.00/hr.
Capp Smith Park Ampitheatre	\$60.00/3 hr. block	\$80.00/3 hr. block	\$75.00/3 hr. block	\$120.00/3 hr. block
Ampitheatre (each additional hour)	\$20.00/hr.	\$20.00/hr.	\$25.00/hr.	\$40.00/hr.
Pavilion Rental (1 st 2 hours)	\$30.00/2 hr. block	\$40.00/2 hr. block	\$35.00/2 hr. Block	\$60.00/2 hr. block
Pavilion Rental (each additional hour)	\$15.00/hr.	\$20.00/hr.	\$17.50/hr.	\$30.00/hr.

Parks & Recreation Fee Changes

Name of Fee	Resident Fee Current	Non-resident Current	Resident Fee Proposed	Non-resident Proposed
Facility and Park Rentals				
Tables 1-6	\$25.00/hr Mon-Friday \$40.00/hr Sat-Sun	\$50.00/hour Mon-Friday \$60.00/hr. Sat-Sun	Delete	Delete
Splashpad Cabanas 1-3 Mon-Fri	N/A	N/A	\$37.50/hr (2 hr. minimum)	\$62.50/hr (2 hr. minimum)
Splashpad Cabanas 1-3 Sat-Sun	N/A	N/A	\$50.00/hr (2 hr. minimum)	\$75.00/hr (2 hr. minimum)
Splashpad Pavilion Mon-Fri	N/A	N/A	\$50.00/hr (2 hr. minimum)	\$75.00/hr (2 hr. minimum)
Splashpad Pavilion Sat-Sun	N/A	N/A	\$75.00/hr (2 hr. minimum)	\$100.00/hr (2 hr. minimum)



Utilities Proposed Fee Changes Section 12-42

Utility Rate Changes to Customers

Deposits	Current Deposit	Proposed Deposit
Fire Hydrant Meter	\$1,000	\$3,000

Utility Rate Changes to Customers

Rate	Current Fee	Proposed Fee	Annual Impact of Change
Sewer Base Rate 6% increase base & volume			
Residential and Commercial	\$20.52	\$21.75	\$115,000
Sewer Treatment Volume Rate	\$3.17/100	\$3.36/100	\$100,000

Next steps

Ordinance Fee Schedule Updates – attorney review

Public Hearing if necessary

Ordinance approving amendments to fee schedules
–May 13th



Questions