



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Michelle Fischer, City Administrator

Council Meeting Date: June 15, 2021

Agenda Item Wording: **Discuss and consider approval of a Professional Services Agreement between the City of Dripping Springs and Environmental Concepts, LLC for services related to Environmental Health and On Site Sewage Facilities.** *Sponsor: Council Member Harris-Allison*

Agenda Item Requestor: Kyle DeHart, Environmental Concepts, LLC

Summary/Background: Kyle DeHart is the city's Environmental Health and OSSF Inspector. His current contract was approved in December 2017. Kyle submitted a revised contract with increased rates. City Secretary Laura Mueller reviewed the contract and provided the draft document in your packet for consideration.

Kyle conducts inspections and issues permits for food establishments, child/adult care facilities, schools, health care facilities, and on site sewage facilities. He also assists with Code Enforcement.

Kyle works at City Hall on Thursdays and an additional day a week as need.

Kyle proposes the following rate increases:

Regular office hours increase to \$66 per hour from \$60;

Heath, food, and OSSF inspections increase from \$125 per hour to \$140;

and

Other duties outside the realm of scheduled office hours increase from

\$125 per hour to \$135.

City Staff has reviewed the increased rates and found them to be reasonable.

Commission Recommendations: N/A

Recommended Council Actions: Approve the professional services agreement with Environmental Concepts, LLC.

Attachments: Draft 2021 agreement; 2017 agreement.

Next Steps/Schedule: If approved, staff will review the city's Fee Schedule to determine if any fees associated with Kyle's services need to be increased to cover costs, and if so, will make a recommendation on amending the Fee Schedule.