



August 8, 2019

Amber Lewis, City Administrator  
City of Rollingwood  
403 Nixon Drive  
Rollingwood, TX 78746

Dear Ms. Lewis;

Under the terms of the attached Interlocal Agreement between the City of Rollingwood and the City of Austin, this agreement for public health services is set to expire on September 30, 2019. Per Section 2.0, this agreement may be renewed for an additional four (4) one-year terms upon written approval of the parties.

Please find attached two original agreement renewal forms signed by Austin Public Health Director Stephanie Hayden. To finalize the renewal of the agreement, please have the City Manager/Administrator/Secretary as appropriate sign these two forms and return one original copy to the Environmental Health Services Division using the enclosed stamped, self-addressed envelope.

In addition, please find attached the current Environmental Health Services Division fee schedule, as adopted by the Austin City Council based on cost of service analysis.

We appreciate the opportunity to work with your city to provide these public health services. Should you have any questions, please do not hesitate to contact us.

Respectfully,

Don Hastings, Assistant Director  
Environmental Health Services Division  
Austin Public Health

Attachments: Renewal of Interlocal Agreement Form  
Current Fee Schedule

cc: Stephanie Hayden, Director APH  
Marcel Elizondo, Interim Program Manager, APH/ EHSD  
Gwen Meighan, Environmental Health Supervisor, APH/ EHSD  
Denise Estrada, Customer Solutions Coordinator



**RENEWAL OF INTERLOCAL AGREEMENT  
FOR PUBLIC HEALTH SERVICES  
BETWEEN THE CITY OF AUSTIN AND THE CITY OF ROLLINGWOOD**

This Renewal of the Interlocal Agreement for Public Health Services is entered into by and between the City of Austin, a Texas home-rule municipality located in Travis, Hays and Williamson Counties (Austin), and City of Rollingwood, a Texas municipal corporation located in Travis County (City of Rollingwood).

Austin and City of Rollingwood entered into an interlocal agreement under which Austin provides certain public health services to City of Rollingwood in exchange for compensation in the form of inspection, permit and other fees.

The initial term of the Agreement became effective on October 1, 2018.

The terms of the initial Agreement permit the parties to renew the Agreement for up to four successive one-year terms. Austin and City of Rollingwood wish to renew the Agreement for a second one-year term effective October 1, 2019, and terminating on September 30, 2020.

NOW, THEREFORE, for good and valuable consideration, the amount and sufficiency of which are acknowledged, Austin and City of Rollingwood agree to amend the Agreement as follows:

- 1) The Agreement is renewed for an additional one-year term from October 1, 2019, through September 30, 2020 (2020 Term).
- 2) All other terms and conditions of the Agreement shall remain in full force and effect for the 2020 Term.

CITY OF AUSTIN  
A Texas Home Rule Municipality

By: \_\_\_\_\_

Title: \_\_\_\_\_

CITY OF ROLLINGWOOD

By: \_\_\_\_\_

Title: \_\_\_\_\_

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CITY OF AUSTIN  
A Texas Home Rule Municipality

By: \_\_\_\_\_

Title: \_\_\_\_\_

CITY OF ROLLINGWOOD

By: \_\_\_\_\_

Title: \_\_\_\_\_

## City of Austin/Inter-Locals

Cash, check, money orders, MasterCard, Visa, American Express, & Discover Card

## Travis County

Cash, check or money orders payments accepted.

### FOOD PROTECTION FEES

Food Service, Retail Food, Food Processing Plant or Warehouse	FEES	Food Service, Retail Food	FEES
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<u>Risk Categories:</u>	<u>Size Categories:</u>	<u>Risk Categories:</u>	<u>Size Categories:</u>
1 (low risk)	A (>50 employees)	1 (low risk)	A (>50 employees)
2 (medium risk)	B (26-50 employees)	2 (medium risk)	B (26-50 employees)
3 (high risk)	C (1-25 employees)	3 (high risk)	C (1-25 employees)

Low Risk/Small - 1C	\$359	Low Risk/Small - 1C	\$250
Low Risk/Medium - 1B	\$378	Low Risk/Medium - 1B	\$275
Low Risk/Large - 1A	\$416	Low Risk/Large - 1A	\$300
Medium Risk/Small - 2C	\$532	Medium Risk/Small - 2C	\$275
Medium Risk/Medium - 2B	\$608	Medium Risk/Medium - 2B	\$300
Medium Risk/Large - 2A	\$684	Medium Risk/Large - 2A	\$300
High Risk/Small - 3C	\$601	High Risk/Small - 3C	\$275
High Risk/Medium - 3B	\$782	High Risk/Medium - 3B	\$300
High Risk/Large - 3A	\$896	High Risk/Large - 3A	\$300
Food Permit Late Fee	\$100		

Child Care Facility	\$445	Child Care Facility	\$250
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Certified Farmers Market Annual Permits		Food Processing Plant or Warehouse	n/a
Class A	\$177*		
Class B	\$333*		
Class C	\$622*		

\*These Farmers Market fees change to \$100 effective

September 1, 2019

Mobile Vendor		Mobile Vendor	
Mobile Vendor Application Fee	\$105	Unrestricted/Unit	\$273
Unrestricted Permit/Unit	\$290	Restricted/Unit	\$198
Restricted Permit/Unit	\$212	Mobile Vendor TC Fire Inspection	\$125
Mobile Vendor Re-Inspection	\$130	Mobile Vendor TC Fire Re-inspection*	\$125
Mobile Vendor AFD Fire Inspection*	\$204		
Mobile Vendor AFD Fire Re-Inspection*	\$75		

\*This fee is assessed by COA Fire Department

Temporary Food Establishments		Temporary Food Establishments	
1 booth, 1 calendar day	\$57/booth	1-5 calendar days	\$98/booth
1-5 calendar days	\$114/booth	6-14 calendar days	\$145/booth
6-14 calendar days	\$172/booth	Expedited Permit	n/a
Expedited Permit	\$100		

Vending Machines		Vending Machines	n/a
Vending Machine Application Fee	\$120		
Permit Fee (per machine)	\$25		

### Food Enterprise Inspection Fees and Variance Request Fee

Certificate of Occupancy	\$224	Certificate of Occupancy	n/a
Change of Ownership Inspection	\$192	Change of Ownership Inspection	n/a
Variance Request/HACCP Review	\$290	Variance Request/HACCP Review	n/a
Inspection outside of normal work hours	\$144	Inspection outside of normal work hours	n/a
Food Re-inspection	\$130	Food Re-inspection	n/a
Central Preparation Facility Registration	\$150		

### Food Enterprise Plan Review

New Construction	\$298	New Construction	\$10
Remodel of Permitted Facility		Remodel of Permitted Facility	
>10,000 sq. ft.	\$298	>10,000 sq. ft.	\$10
2,500-10,000 sq. ft.	\$254	2,500-10,000 sq. ft.	\$10
<2,500 sq. ft.	\$211	<2,500 sq. ft.	\$10

### Food Manager Certificate (FMC) - City Only

FMC Reciprocity Certificate	\$31
FMC Duplicate Certificate	\$16

### OTHER FEES

Custodial Inspection	\$110	Custodial Inspection	n/a
Junk Yard, Auto Wrecking & Salvage Yard	n/a	Junk Yard, Auto Wrecking & Salvage Yard	\$25
Slop and Swill Permits (per vehicle)	\$128	Slop and Swill Permits (per vehicle)	n/a
Tourist Court Permits	\$150	Tourist Court Permits	n/a

### SWIMMING POOLS

Swimming Pool Permit	\$221	Swimming Pool Permit	\$95
Spa Permit	\$221	Spa Permit	\$95
Additional Spa	\$151	Additional Spa	\$95
Permit Late Fee	\$100	Permit Late Fee	n/a
Pool/Spa Plan Review (New or Remodel)	\$275	Pool/Spa Plan Review (New or Remodel)	\$50
Certificate of Occupancy	\$191	Certificate of Occupancy	n/a
Change of Ownership	\$191	Change of Ownership	n/a
Inspection outside of normal work hours	\$144	Inspection outside of normal work hours	n/a
Pool Re-inspection	\$150	Pool Re-inspection	n/a

Updated August 7, 2019