

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: August 18, 2025

Topic:

Approve Resolution No. 2025-35, a Resolution of the City of Tomball, Texas, approving the Master Fee Schedule for Fiscal Year 2025-2026.

Background:

Each year, the City of Tomball adopts a Master Fee Schedule that incorporates City fees, fines, permits, utility rates and other charges for services. Staff from the City Secretary's Office, Finance, Customer Service, Project Management, Community Development, Police, Fire, and Public Works reviewed their relevant fees and charges and propose updates based on the focus areas.

A redline version and clean version of the Master Fee Schedule are attached for City Council review. Below is a high-level summary of the major changes proposed. Please note, due to the timing of the utility billing cycle, the new water/wastewater rates and the new solid waste rates will be effective in the September 2025-October 2025 service cycle and will appear on the utility bills issued to customers in November 2025.

Proposed changes to the Master Fee Schedule

- **Development Permits, Inspections & Fees**
 - Planning/Engineering
 - Removed redundant fees
 - Engineering fees updated to match statutory requirements
 - Updated permit/fee costs based on cost of service
 - Increased fees for repeat plan submissions and inspections and missed inspections
 - Utility Taps
 - Adjusted based on cost of service
- **Fire Department Permits & Inspections**
 - FMO Plan Reviews
 - Updated fees based on cost of service
 - Increased fees for repeat plan submissions and inspections and missed inspections
 - Added new fee for "On-site Consultations" and "Missed Inspections"
 - Fire Marshal Permits
 - Updated to new codes
 - Reorganized fees for easier use
- **Utility Fees, Rates & Charges**
 - Adjusted deposit for commercial accounts
 - All water and wastewater rates adjusted based on Utility Rate Plan
 - All solid waste and recycling rates adjusted based on Solid Waste Rate Plan

Origination: Finance Department

Recommendation:

Staff recommends approval.

Party(ies) responsible for placing this item on agenda:

Jessica Rogers, Assistant City
Manager

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____

If yes, specify Account Number: # _____

If no, funds will be transferred from account # _____

To account # _____

Signed Jessica Rogers 8/6/2025
Staff Member Date

Approved by _____
City Manager Date