

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: September 18, 2023

Topic:

Approve Resolution No. 2023-44, a Resolution of the City of Tomball, Texas, approving the Master Fee Schedule for Fiscal Year 2023-2024.

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. As the studies are still ongoing, there are no proposed changes to residential or commercial utility rates or impact fees reflected in the proposed Master Fee Schedule.

A redline 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.

Proposed changes to the Master Fee Schedule

- Administrative Fees
 - Removed listing of Public Information Charges;
 - These are set in the Texas Administrative Code and can change during the City's fiscal year. The City charges what is allowed by TAC, title 1, part 3, chapter 70, rule 70.3.
- Development Permits, Inspections & Fees
 - Planning Fees
 - Added single-family site plan/building elevation review fee
 - Engineering Fees
 - Added TXDOT RULIS/UIR fee
 - Building Permits
 - Added residential foundation repair permit fee and banner sign fee
 - Increased fees to align with comparable cities
 - Electrical Permits, Plumbing Permits, and Mechanical Permits
 - Increased fees to align with cost of service and comparable cities
 - Driveway Permits
 - Increased based on cost of service
 - Inspections
 - Added after-hours inspection fee
 - Tap Fees for Water, Wastewater, and Gas
 - Increased based on cost of service
- Fire Department Permits & Inspections
 - Inspections
 - Added after-hours inspection fee
 - Aligned fees with Building Inspections
- Utility Fees, Rates & Charges

- Added deposit for temporary hydrant meters
- Meter testing fees adjusted based on cost of service
- Roll-off containers increased based on GFL rates (GFL bills this directly).

Origination: City Manager’s Office/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 9/13/2023
Staff Member Date

Approved by _____
City Manager Date