

# City Council Meeting

## Agenda Item

### Data Sheet

Meeting Date: 9/19/2022

#### Topic:

Approve Resolution No. 2022-41, a Resolution of the City of Tomball, Texas, approving the Master Fee Schedule for Fiscal Year 2022-2023.

#### 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. This year, the Master Fee Schedule was redesigned and updated with a focus on a few key areas:

- To increase transparency to our customers by redesigning the Schedule;
- To simplify complex fee structures where needed to provide clarity; and
- To update rates, fees, and charges in accordance with Council's policy direction.

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. The updated Master Fee Schedule and a summary of proposed changes are attached for Council's review. Below is a high-level summary of the major changes proposed.

#### Proposed changes to the Master Fee Schedule

- Development Permits, Inspections & Fees
  - Plat Fees
    - Simplified fee structure
  - Planning Fees
    - Costs updated based on cost of service and market
    - Extraneous fees removed
  - Engineering Fees
    - Costs updated based on cost of service and market
  - Building Permits
    - Clear separation between residential and commercial
  - Electrical, Mechanical, and Plumbing Permits
    - Updates to base fees
    - Simplified fee structure
  - Inspections
    - Increased charges for re-inspections
  - Tap Fees
    - Increased based on actual cost of service
  - Impact Fees:
    - Increased to maximum allowed under current study
- Utility Fees, Rates, & Charges
  - 6% increase in water and wastewater rates
  - No changes to gas or solid waste rates

**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 8/31/2022  
Staff Member Date

Approved by \_\_\_\_\_  
City Manager Date