



AGENDA ITEM COMMENTARY

MEETING NAME: City Council Meeting

MEETING DATE: January 8, 2024

ITEM TITLE: Consider and take appropriate action on amended Master Fee Schedule.

INITIATOR/STAFF INFORMATION SOURCE: Tara Tomlinson

BACKGROUND:

On September 1, 2023, HB 3492 was enacted requiring municipalities to recreate their fee structure for reviewing and processing engineering or construction plans, along with inspecting infrastructure. Prior to September, cities were allowed to charge developers based on an estimate of construction cost. Municipalities are now required to determine a fee based off of actual construction and engineering cost. One of the three ways you can assess the actual cost is by charging a fee equivalent to a third-party entity that provides those services to the municipality. In recent months, the City of Wolfforth has worked with Kimley-Horn, Walker, and SafeBuilt, three of the third-party entities we currently have contracts with, to determine a fee structure that they will charge the City of Wolfforth that will, in turn, charge the developer. Major changes are signified in red on the new Master Fee Schedule. Table A and B will be removed from the Master Fee Schedule due to being based solely on estimated construction costs.

EXHIBITS:

1. Master Fee Schedule

COUNCIL ACTION/STAFF RECOMMENDATION:

Staff recommends adoption of new fee schedule.