



# EVERMAN CITY COUNCIL REGULAR MEETING

Tuesday, June 20, 2023 at 6:30 PM

213 North Race Street Everman, TX 76140

## AGENDA

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**1. MEETING CALLED TO ORDER**

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE**

**4. CONSENT AGENDA**

**A.** Minutes

May 2, 2023 Regular Council Meeting Minutes

May 16, 2023 Regular Council Meeting Minutes

**B.** Financials

May 2023

**5. PRESENTATIONS**

**6. CITIZEN'S COMMENTS**

**7. DISCUSSION ITEMS**

**A.** Staff Briefing - Everman Christmas Festivities - Mindi Parks

**B.** Staff Briefing - NFC Fitness Court Ribbon Cutting - Craig Spencer

**C.** Interlocal Agreement - City of Forest Hill Animal Control Services

**8. CONSIDERATION AND POSSIBLE ACTION**

**A.** Resolution #2023-06-04 - A RESOLUTION OF THE CITY OF EVERMAN, TEXAS PERMANENTLY CLOSING THE EVERMAN PUBLIC LIBRARY AND DECLARING CERTAIN CITY LIBRARY PROPERTY SURPLUS AND AUTHORIZING THE CITY MANAGER TO SELL, TRADE, DONATE, AND/OR DISPOSE OF IT IN ACCORDANCE WITH STATE LAW; AND PROVIDING AN EFFECTIVE DATE.

**B.** Resolution #2023-06-05 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AUTHORIZING AN INTERLOCAL COOPERATION AGREEMENT WITH THE FOREST HILL PUBLIC LIBRARY DISTRICT REGARDING THE PROVISION OF LIBRARY SERVICES; AND PROVIDING AN EFFECTIVE DATE

**C.** Ordinance #798 - AN ORDINANCE OF THE CITY OF EVERMAN, TEXAS AMENDING THE CODE OF ORDINANCES BY REVISING THE FEE SCHEDULE OF THE CITY FOR LICENSES, PERMITS OR OTHER SERVICES OF THE CITY WHERE REQUIRED BY ORDINANCE, RESOLUTION OR ORDER; PROVIDING THAT FUTURE REVISIONS OF THE

FEE SCHEDULE SHALL BE PERMITTED BY ORDINANCE OF THE CITY COUNCIL;  
PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES;  
PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND  
PROVIDING AN EFFECTIVE DATE.

**9. EXECUTIVE SESSION**

**10. CITY MANAGERS REPORT**

**11. MAYOR'S REPORT**

**12. ADJOURN**

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Friday June 16, 2023.

/s/ Mindi Parks  
City Secretary

*Citizens may watch city council meetings live on YouTube. A link to the City of Everman YouTube channel is provided on the city website at: [www.evermantx.us/government/citycouncil/](http://www.evermantx.us/government/citycouncil/)*

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*Pursuant to Section 551.071, Chapter 551 of the Texas Government Code, Council reserves the right to convene into Executive Session(s) from time to time as deemed necessary during this meeting, to receive advice from its attorney on any posted agenda item, as permitted by Law. Additionally, Council may convene into Executive Session to discuss the following:*

- A. Section 551.071 - Pending or Contemplated Litigation or to Seek Advice of the City Attorney.
- B. Section 551.072 - Purchase, Sale, Exchange, Lease, or Value of Real Property.
- C. Section 551.073 - Deliberation Regarding Prospective Gift.
- D. Section 551.074 - Personnel Matters.
- E. Section 551.087- Deliberation Regarding Economic Development Negotiations.
- F. Section 551.089 - Deliberations Regarding Security Devices or Security Audits.

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# EVERMAN CITY COUNCIL REGULAR MEETING

Tuesday, May 16, 2023 at 6:30 PM

213 North Race Street Everman, TX 76140

## MINUTES

**1. MEETING CALLED TO ORDER**

Mayor called meeting to order at 6:32pm.

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE**

**4. CONSENT AGENDA**

A. Minutes

April 18, 2023 Regular Meeting Minutes

Motion made by Place 4; Mayor Pro-Tem Mackey, Seconded by Place 5 Sellers.  
Voting Yea: Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

B. Financials

April 2023

Motion made by Place 4; Mayor Pro-Tem Mackey, Seconded by Place 5 Sellers.  
Voting Yea: Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

**5. PRESENTATIONS**

A. Recognition of Mayor Pro-Tem Susan Mackey - 25 Years of Service

Mayor stated that Susan Mackey is our longest running council member. Mayor also stated that he appreciates her as the Mayor Pro-Tem and she has been a great person to have there with him. At this time, Mayor presented Mayor Pro-Tem Mackey with a Plaque. The council took pictures with Susan Mackey and her Plaque.

B. Administration of the Oath of Office for City Council Place 1, Place 3, and Place 5

City Secretary, Mindi Parks administered the Oath of Office to both Judy Sellers and Johnnie Allen.

C. Proclamation - National Police Week

Mayor read the Proclamation. At this time a few Officers that were present at the meeting came up to take a picture with Mayor and Craig Spencer.

D. Proclamation - Public Works Week

Mayor read the Proclamation. At this time some of the Public Works that were present at the meeting came up and took a picture with Mayor and Craig Spencer.

6. CITIZEN'S COMMENTS

There were no citizens comments.

7. DISCUSSION ITEMS

A. Columbine Well Site - Councilwoman Johnnie Allen

Johnnie Allen wanted to know when this Project started and when it should be complete. Craig stated that the project has been completed and the well has been installed. The only thing left that they are doing is just pumping through and filtering out any materials and things through the lines. Johnnie asked if there were anymore cost to this project? Craig stated that he believes it has been completely paid out. At this time Director of Public Works, Gilbert Ramirez came up to answer some of Johnnies questions.

Completion date is passed, due to parts not coming in. They do have the parts now but it won't get complete until the end of August stated Gilbert. They also have to pull the well back out since it is not providing enough gallons per minute. They are experiencing a lot of issues with this. They will pull the contract and look at the time lines to see what it says. Johnnie stated that there are times when they are not working at all. They tore down fence and Johnnie wants to know what it will be replaced with. Gilbert stated that they will be putting a walkway there and will be cleaning it up. Craig stated that they will see if there is any problems we need to address and see if we can get a completion date for council.

B. City of Everman Financial Transparency Site - Councilwoman Johnnie Allen

Johnnie said that it has been down for over a year now and we owe it to our residents to have this up and running. Craig stated that he feels we have been very transparency with our financial reports. He also stated that the Financial Reports are always available online. We publish everything on the website for all the citizens to see. With the tool being down on the website, there are reports always being uploaded to the website. The tool that is not working will not be back up and running. This will be replaced with something different but it will share the same detail. Council, as well as the auditors will have sign ins for this and all the Directors. They all will be shown how to look at all this information with their login.

C. City of Everman Mineral Rights - Councilwoman Johnnie Allen

Johnnie Allen stated that it has been over ten years but the city did get funds from Mineral Rights and she is asking if we have recently received anything? Susanne Helgesen, Finance Director explained that the city did receive something recently within the last three months. These amounts were one hundred and fifty dollars, and two hundred dollars in a check. These have been very small increments and this goes to the General Fund.

D. BCBS NFC Fitness Court - Staff Update

The ribbon cutting and installation will be in June. In the coming weeks the fitness pad will be installed. Contractor for National Fitness Campaign are the ones who are installing it. Craig will send out the date once they have it for the grand opening and will also contact media, Blue Cross and others to be apart of this opening.

E. City of Everman Fee Schedule Update

Craig stated that he wanted to put this on the council's radar so this is not brought to them last minute. We have been working on this and have made some staffing changes, and some responsibility changes when it comes to permits. Craig stated that he has asked chief Whatley to revamp and over look the permitting process because of some problems that we have had converting to a third party review and some other little issues causing things not to flow as smooth as they should. With doing this we have came to the problems of things not being identified in our Fee Schedule and it should be and there has been numerous fees that need to be updated into the schedule and needed to since the seventies.

Craig stated that it is time that we revamp the Fee Schedule. The purpose of a Fee Schedule is to cover the cost of operations. With the new operations and the way we are doing things, the current Fee Schedule is not doing that. Craig stated that we have been working on this and Rachael has been a big help in this with comparing like size cities and administrative code and such and getting ready to come to council with some adjustments and present a new Fee Schedule to council to help recover the cost of these new operations and not pulling from General Fund for these overages. This will come to them at the next meeting.

**8. CONSIDERATION AND POSSIBLE ACTION**

A. Resolution 2023-05-01 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, NAMING THE INCLUSIVE PLAYGROUND LOCATED IN CLYDE PITTMAN PARK, 300 WICHITA STREET, AS THE "NOEL RODRIGUEZ-ALVAREZ PLAYGROUND," AND PROVIDING AN EFFECTIVE DATE.

Motion made by Place 4; Mayor Pro-Tem Mackey, Seconded by Place 6 Davila. Voting Yea: Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson.

After discussion, the Amended motion was made by Place 4; Mayor Pro-Tem Mackey to name the inclusive playground "Noel Angel Alvarez" Playground, seconded by Place 6; Miriam Davila. Voting Yea: Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson.

Motion Carried.

B. Consideration and Appointment of Members to the Community Safety Advisory Committee

Motion made by Place 5 Sellers, Seconded by Place 6 Davila to appoint Chris McIntire, Susan Burgess, Daniela Soria, and Herman West to the Community Safety Advisory Board. Voting Yea: Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

Mindi Parks, City Secretary also administered the Oath of Office to Herman West and Susan Burgess at this time since they were present at this meeting.

Mayor Ray Richardson made a motion that Herman West, Susan Burgess and Chris McCreary are the two year term Board Members and Daniela Soria is the one year term Board Member; Place 6, Miriam Davila seconded this motion.

Voting Yea: All Voted Yea.

Motion Carried.

C. City Council Election of a Mayor Pro-Tem

Motion made by Place 5 Sellers, to elect Susan Mackey, the Mayor Pro-Tem and Seconded by Place 6 Davila.

Voting Yea: Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried

D. Ordinance #797 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF EVERMAN, TEXAS BY AMENDING SECTION 19-76 "SPECIAL ORDINANCES PROHIBITING OR REGULATING PARKING OF VEHICLES AT SPECIFIC PLACES ON DESIGNATED STREETS" OF DIVISION 1 "GENERALLY" OF ARTICLE III "STOPPING, STANDING AND PARKING"; PROVIDING A SEVERABILITY CLAUSE, PROVIDING A REPEALING CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion made by Place 5 Sellers, Seconded by Place 4; Mayor Pro-Tem Mackey.

Voting Yea: Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried.

E. Interlocal Agreement for 9-1-1 Communications Center and Dispatch Services between the City of Everman, Texas and the City of Blue Mound, Texas.

Craig has asked not to consider this yet since they have made changes to this agreement

Motion made by Mayor Richardson, Seconded by Place 4; Mayor Pro-Tem Mackey.

Voting Yea: Place 2 Renfro, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried not to consider this yet.

9. EXECUTIVE SESSION

A. Section 551.071 & Section 551.074 - Past Performance, Evaluation, and Continued Professional Services With Snow, Garrett, Williams Certified Public Accountants

Executive Session opened at 7:22pm.

Executive Session closed at 7:40pm.

No Action Taken.

10. CITY MANAGERS REPORT

City Budget is right around the corner and Craig would like to have a Discovery Work Session Meeting to get an idea from council and get their vision for the Budget. This will be early June. Also have Public input meeting again like last year, and this will be early in July. Also, reminding council to do their training through TML, the Diversity, and sexual harassment.

**11. MAYOR’S REPORT**

Mayor had nothing to report.

**12. ADJOURN**

Mayor adjourned meeting at 7:42pm.

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Friday May 12, 2023.

/s/ Mindi Parks  
City Secretary

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Tuesday, May 02, 2023 at 6:30 PM

213 North Race Street Everman, TX 76140

## MINUTES

**1. MEETING CALLED TO ORDER**

Mayor called meeting to order at 6:31pm.

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE**

**4. CONSENT AGENDA**

**5. PRESENTATIONS**

**A. Audit Report Presentation for Fiscal Year 2022 - Snow, Garrett, Williams**

Kathy Williams, a partner with Snow Garrett Williams, the cities certified Public Accountants came up to take the council through a few items in the FY 2022 Audit Report. Kathy asked council to open the Audit Report to page 3 to the Independent Auditor's Report. Kathy explained that council to look at that second paragraph, where it stats that " In our opinion, the financial statements referred to above are presented fairly, in all material respects in accordance with accounting principles. So, that is the clean or unmodified opinion that council would like to see. Kathy did point out at the bottom of the page under Emphasis of Matter- Change in Accounting Principle that one of several things that delayed us getting this audit to you this year and complicated things is a new governmental accounting standard that was placed into affect this Fiscal Year and that is (GASB) Statement No. 87, and it was for leases. This changed accounting for leased assets and the related liability. This is one reason why the audit was later than normal.

Kathy turned to page 8 of the audit report, Management's Discussion and Analysis. Kathy explained to council that this is a good comparative spot of the audit report and they may want to look at this. Kathy is going to touch on a few things. Kathy stated that they can see under Government-Wide Financial Analysis that it reads, Net position may serve over time as a useful indicator of a government's financial position and assets exceeded liabilities and deferred inflows by \$7,343,891 as of September 30, 2022. She also pointed out the total assets for the city and that includes all Governmental, and Business-type activities put together is \$20,416,702. Total Liabilities were \$12,889,170 and Deferred inflows are \$183,641 and when you subtract the Liabilities and Deferred inflows from your assets, that resulted in net position of \$7,349,891. Kathy stated, much of that is in your Net Investment in Capital Assets and it is over \$5.8 million dollars and \$1.4 million of that is restricted and the unrestricted portion is that \$69,469.

Kathy moved to page 12, still in the Management's Discussion and Analysis. Kathy stated that council will see Capital assets towards the bottom of the page. The City's investment in total capital assets for its governmental and business-type activities as of September 30, 2022, amounts to \$15,883,200. Kathy explained Major capital assets that occurred during the 2022 Fiscal year, actually amounted to over 7 Million dollars.

Kathy moved to page 13, continued Management's Discussion and Analysis and you can see how Kathy mention the total was over \$15.8 million dollars for the city's Capital assets and that included \$9.2 million dollars for your Governmental Activities and \$6.6 million dollars for your Business-type Activities. At the bottom of this page you will also see the outstanding debt at the end of last year was almost \$10.4 million dollars and this includes the city's bonds, certificate of obligation, tax note, a new note payable for the Fire Truck, and Lease Liabilities.

Kathy taking council to page 19, she will start with the Governmental Funds Balance Sheet. This is categorized by funds and she pointed out some of those funds and the total balances that those had for Fiscal Year 2022. Kathy went to page 20, still looking at Governmental Funds. Kathy stated that this is the statement of Revenues, Expenditures, and Changes in Fund Balances for all of those same funds. She pointed out the totals on those funds for revenues, and expenditures and there was a net decrease of \$2,529,707. Kathy moving to page 22, the Statement of Net Position Enterprise Fund, the Water and Sewer Fund. She pointed out the total assets, \$8.567.395 and \$6.6 million of that total is total assets in the Water and Sewer Fund, Primarily in the water system. She also pointed out the net position of \$3,485,662. Kathy going on to page 23, again looking at Statements of Revenues, Expenses, and Changes in Net position still in the Water and Sewer Fund. She pointed out the Total Operating Revenues for last fiscal year were \$2,496,773 and Operating Expenses \$1,936,163 so your Operating income for the year was \$560,610. Your non-operating revenues (expenses) which is primarily interest expense was \$40,088. There was a change in net position which was an increase of \$870,318 and this needs to continue to happen stated Kathy.

Kathy pointed council to page 65, which is the Independent Auditor's Report on Internal Controls and Compliance. In this report it states that a deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that the material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. Kathy just wanted to point out that a material weakness is worse and we have a significant deficiency. She then went over the Scheduled findings and explained and broke down the page for council , again on the findings of the significant deficiency. We did require that single audit because of the Federal Funding that was spent.

Kathy stated that closing this report that they recommend that the City continue implementing policies and procedures to maintain strong internal controls related to financial reporting and monitoring, including the preparation of reconciliations and recording of financial transactions and capital asset activity to produce more useful and accurate reports. Kathy also wanted to add that due to the new Open gov software and changes and getting things to work right, plus the new lease law and the single audit because of the federal funding has played a big part in the audit being presented so late. Kathy also pointed out the Management's Response and Corrective Action Plan. She read to council that plan and that they will try to get the Audit presented sooner. Susan Mackey made the comment that they normally got this in March and it is May. Kathy pointed out what she already said about the changes in the audit and she

stated that they will try again next year and start spending time now on questions for Fiscal Year 2023. Council had no more questions.

B. Chambers Creek Flood Study Project Overview

Andrew Luce with TMP (Teague Neal Perkins) Director of Engineering came up to introduce himself and Mandy Clark, Director of Water Resources and Sawyer Maness, Project Manager. They are excited to be here and be apart of this Project being that it is the first step in solving the flood issues in the City of Everman. Andrew turned the presentation over to Mandy.

Mandy explained to council that the purpose of the Study generally is to Remap Floodplain, identify flood risk within the flood plain and establish projects to mitigate any issues with the flood plain. The purpose of this presentation is to share study scope, gather input on public input activities and share where they are at with their schedule. Mandy also stated that in 2018 the city did have a significant flood and the city staff did share a lot of information on that. Fifty-three homes reported flooded at that time, there could have been more and five businesses flooded. Of the 53 homes that flooded, Mandy stated that 11 of those were affected by structure flooding like, flooring and furniture. Another 11 were affected by minor flooding like flooring, drywall, furniture and the 31 that flooded to make the 53 homes flooded with major flooding like flooring, cabinets, drywall, furniture, clothing, structural, and vehicle. She also mentioned the flood in 2022. Mandy also wants to talk about the flooding that threatens your traveling public from roadway flooding that also causes cars being swept off the road and that sort of thing.

Mandy stated that this Project is being funded by Hazard Mitigation Grant Program (HMGP) that is administered through Texas Division of Emergency Management (TDEM) and managed through Tarrant County, so the contract is through Tarrant County. Mandy also added that with having a flood plain in place and getting this Project done is going to open up other future grant opportunities. Mandy stated and showed on a map that Chambers Creek flows through our city North and South and that is the main study of this and trying to identify roadway flooding and creek flooding. Mandy turned the presentation over to Sawyer at this time.

Sawyer is the Project Manager at TNP and is going to go over the Scope of the Study and discuss the current process of the project and where we are at in it and touch on the overall schedule. Sawyer stated that one of the first steps is going to be going out and getting the channel geometry and roadway crossings information. TNP will send their survey crews to get those elevations in the next few weeks and this will allow us to more accurately reflect your flood plain limits. The next step is Data Acquisition, when we work closely with the city staff to gather flood history, then meet with the public and get the community side of it and how impacted they are and how frequently they are impacted and this will be with surveys and a Open House that will be scheduled for mid June. this will be a meet and discuss first hand with the community about the flooding and get first hand experiences with the flooding issues. Next week is the first meeting with city staff and Emergency Services with a back log of this or witnessed first hand so that TNP can focus on those areas with main priority as well as the city as a whole.

Sawyer displayed a sample survey for council to review that will be sent out to the public prior to the Open House with the public. This will help compile information for the Open House and let the ones that may not be able to come share their experiences. This will also allow the city to catalog this information to have. Sawyer moved on to the H&H Modeling, the bulk of the study, which is the determining of how much water is coming through the city of Everman and how is it affecting properties, what are the extent of the flood plain, things like that. Sawyer displayed a map showing an example flood plain map and the difference that Fema has compared to there analysis which was big and Fema was not accurate. Sawyer explained that after getting with city staff and gathering all the information, they will identify those target areas of concerns and help priorities those properties. With all that being identified they will have at

least two alternatives in each flood prone area. This could be Preservation of open space, bridge/ culvert improvements, drainage facility installation and a buyout if necessary. The cost of all this will be apart of this study as well.

Sawyer stated that last they will Report and Presentation after they have all that documentation in order and compile all the information from the study to present to council and to the public with the Final Report. Sawyer wanted to give the council a Project status at this time and let them see where they are at. He displayed the calendar of events that he spoke of in the presentation. He also had a schedule of the events for the whole Project, since with the grant they have to be completely done with the Study by the end of the year. Sawyer is very confident they will stay on target with the tight schedule. At this time he turned the presentation back over to Mandy Clark. Mandy just wanted to add just how excited they are to be here and a part of this Study. TNP knows how important this is to the city and how much it can improve a community to solve these types of problems. At this time she opened the presentation to any questions from the council. Craig wanted to go back to the H&H Modeling and just clarify when they do identify an expansion of the Flood Plain will it also tell us the reason of the expansion? Mandy explained that yes, it will have all that information in the Study. TNP will compare with Fema as well in this study.

Susan Mackey wanted to make sure they know how important it is to get the citizens involved in this. They feel hey never get heard and that is super important. Sawyer assured her that this Study will help them identify f they are in the Flood Plain if they didn't know to allow them to get Flood Insurance to be prepared in the event it does happen. Susan also wants to make sure they are looking into the new construction going on around our cities and what that is going to do to the flow of water in our city. They assured council that this study includes anything sending water into the City of Everman and will be working with the City of Fort Worth as well with this Study. They also added that all videos are welcome from any time period, and any and all feed back from the public to help this Study as well. Council thanked them three for coming and sharing their presentation.

**6. CITIZEN'S COMMENTS**

There were no citizens comments.

**7. DISCUSSION ITEMS**

There were no discussion items.

**8. CONSIDERATION AND POSSIBLE ACTION**

A. Amend Previous Allocation of Water & Wastewater Funds for the acquisition of a Jetter

Motion made by Place 4; Mayor Pro-Tem Mackey to amend the allocation f the water and watste water fund to purchase a Jetter in the amount of \$85,000, Seconded by Place 6 Davila. Voting Yea: Place 1 Sanders, Place 3 Allen, Place 4; Mayor Pro-Tem Mackey, Place 5 Sellers, Place 6 Davila, Mayor Richardson

Motion Carried

**9. EXECUTIVE SESSION**

Did not convene into Executive Session.

**10. CITY MANAGERS REPORT**

ATV is done and outside for council to see when leaving.

The Resolution will come to council next meeting to name the park after Noel Rodriguez.

Construction has begun for the National Fitness Campaign Fitness Court installing the concrete pad. That will have to set a month before they start installing anything else. The city did receive today the Hot Asphalt Mix Trailer that council approved as well as the Heavy Roller. We are excited about using those for some great street repairs. Our crews will have to receive some training on these machines. Craig also stated that the Community Safety Committee has four applicants and we need one more that Committee to start meeting. Last, the Mobile Food Truck Park advertisement started yesterday and we have gotten five applications for permits already. Craig also reported to council that the demolition has started in the old council chambers to get the office space started and it is moving along.

**11. MAYOR’S REPORT**

Mayor had nothing to report.

**12. ADJOURN**

Mayor adjourned the meeting at 7:24pm.

I hereby certify that this agenda was posted on the City of Everman bulletin board at or before 5:00 p.m. on Friday April 28, 2023.

/s/ Mindi Parks  
City Secretary

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- E. Section 551.087- Deliberation Regarding Economic Development Negotiations.
- F. Section 551.089 - Deliberations Regarding Security Devices or Security Audits.

*Citizens wishing to submit written comments should e-mail the City Secretary at [mparks@evermantx.net](mailto:mparks@evermantx.net). Comments that are received at least one-hour prior to the start of the meeting will be provided to all council members.*

*According to the City of Everman Policy on Governance Process, individual citizen comments will be restricted to three (3) minutes unless otherwise determined by a majority vote of the Council. The mayor is responsible to enforce the time limit. Citizens may address City Council either during the Citizen Comments portion of the meeting or during deliberation of a listed agenda item. City Council is only permitted by Law to discuss items that are listed on the agenda. Citizens wishing to make comments should notify the City Secretary as soon as possible.*

*City Hall is wheelchair accessible. Parking spaces for disabled citizens are available. Requests for sign interpretative services must be made 48 hours prior to the meeting. To make arrangements, call 817.293.0525 or TDD 1.800.RELAY TX, 1.800.735.2989.*

**A RESOLUTION OF THE CITY OF EVERMAN, TEXAS**

**RESOLUTION NO. 2023-06-04**

**A RESOLUTION OF THE CITY OF EVERMAN, TEXAS PERMANENTLY CLOSING THE EVERMAN PUBLIC LIBRARY AND DECLARING CERTAIN CITY LIBRARY PROPERTY SURPLUS AND AUTHORIZING THE CITY MANAGER TO SELL, TRADE, DONATE, AND/OR DISPOSE OF IT IN ACCORDANCE WITH STATE LAW; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, each year the City invests substantial city resources in funding and operating the Everman Public Library; and

**WHEREAS**, in the last ten years, the Everman Public Library has issued a total of approximately 327 library cards and has, within the last year, had a total of approximately 90 books or other media checked out by residents of the City; and

**WHEREAS**, the level of community use of the Everman Public Library does not fiscally support continued use of taxpayer dollars to fund its continued operation when there are other available options for providing library resources and services to Everman residents at a fraction of the cost; and

**WHEREAS**, the City Council has authorized an interlocal cooperation agreement with the Forest Hill Public Library District to provide library services to the residents of Everman, which would allow for the permanent closure of the Everman Public Library; and

**WHEREAS**, the City Council has determined that permanently closing the Everman Public Library is in the best interest of the City of Everman; and

**WHEREAS**, in view of the closure of the Everman Public Library, certain of the City’s personal property situated at the library, consisting of books, audio/video media (DVDs, blu-rays, etc.), bookshelves, shelving, furniture and related items (the “Library Property”);

**WHEREAS**, the Library Property is not currently needed by the City and the City no longer has any foreseeable need or use for such property; and

**WHEREAS**, the City Council has determined that declaring this Library Property as surplus is in the best interest of the City of Everman.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS:**

**SECTION 1.** The City Council declares that effective \_\_\_\_\_, 2023, the Everman Public Library shall cease all operations and shall be permanently closed.



**SECTION 2.** The City Council further declares, upon the closure of the Everman Public Library, that certain of the City’s personal property situated at the library, consisting of books, audio/video media (DVDs, blu-rays, etc.), bookshelves, shelving, furniture and related items (the “Library Property”) shall be surplusage for city purposes and authorizes the City Manager or his designee to sell, trade, donate, and/or dispose of the Library Property according to law.

**SECTION 2.** This Resolution shall take effect immediately from and after its passage, and it is accordingly so resolved.

**DULY ORDERED** by the City Council of the City of Everman, Texas, this the \_\_\_\_ day of June 2023.

APPROVED:

\_\_\_\_\_  
RAY RICHADSON, MAYOR

ATTEST:

\_\_\_\_\_  
Mindi Parks, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
John D. Oliver, Asst. City Attorney  
(061323vwtTM135480)

**CITY OF EVERMAN, TEXAS  
RESOLUTION NO. 2023-06-05**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS,  
AUTHORIZING AN INTERLOCAL COOPERATION AGREEMENT WITH THE FOREST  
HILL PUBLIC LIBRARY DISTRICT REGARDING THE PROVISION OF LIBRARY  
SERVICES; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City of Everman will be closing and ceasing operations of its Everman Public Library; and

**WHEREAS**, the Forest Hill Public Library District has agreed to provide library services to Everman’s residents pursuant to an interlocal cooperation agreement available to the parties in accordance with the authority granted to them under Chapter 791 of the Texas Government Code; and

**WHEREAS**, the City Council of the City of Everman finds it to be in the public interest to enter to an agreement for library services with the Forest Hill Public Library District pursuant to the Interlocal Cooperation Act:

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS THAT:**

**SECTION 1.** The City Manager is hereby authorized to negotiate and sign on behalf of the City an Interlocal Cooperation Agreement for Library Services, in substantially the form of the agreement attached hereto and incorporated herein by this reference as Exhibit “A”, with the Forest Hill Public Library District for the provision of library services to the residents of the City of Everman.

**SECTION 2.** This resolution shall become effective immediately upon its approval.

**PASSED AND APPROVED** this the \_\_\_\_\_ day of June 2023.

**APPROVED:**

\_\_\_\_\_  
Ray Richardson, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Mindi Parks, City Secretary

\_\_\_\_\_  
John D. Oliver, Asst. City Attorney (TM135479)

**EXHIBIT A**

**[Interlocal Cooperation Agreement for Library Services]**

STATE OF TEXAS § INTERLOCAL COOPERATION AGREEMENT  
COUNTY OF DENTON § FOR LIBRARY SERVICES

This INTERLOCAL COOPERATION AGREEMENT FOR LIBRARY SERVICES (“Agreement”) is made as of the Effective Date by and between the Forest Hill Public Library District, a Texas governmental entity created in accordance with Chapter 326 of the Texas Local Government Code (“Forest Hill Public Library District”) and the City of Everman, a Texas home-rule municipality (“Everman”), (Forest Hill Public Library District and Everman may be collectively referred to herein as the “Parties” or separately as “Party”).

RECITALS:

WHEREAS, Forest Hill Public Library District operations include the provision of public library services for City of Forest Hill residents; and

WHEREAS, Everman has recently made the decision to close and discontinue operation of its public library; and

WHEREAS, Everman has requested, and Forest Hill Public Library District has agreed, to provide library services for residents of Everman under the terms of this Agreement; and

WHEREAS, Forest Hill Public Library District and Everman intend to enter in this Agreement pursuant to the "Interlocal Cooperation Act," Chapter 791 of the Texas Government Code, as amended;

NOW THEREFORE in consideration of the mutual agreements and covenants hereinafter contained and other and valuable consideration, the receipt and adequacy of which is hereby mutually acknowledged, Forest Hill Public Library District and Everman hereby agree as follows:

Article I  
Term

1.1 This Agreement shall commence on October 1, 2023 (the “Effective Date”) and end on September 30, 2028 (the “Expiration Date”). The period from the Effective Date to the Expiration Date shall be referred to as the Initial Term.

1.2 This Agreement shall be extended for up to two (2) periods of five (5) year each on October 1, 2028, and October 1, 2033 (each a “Renewal Term”), unless terminated at an earlier date in accordance with the terms of this Agreement. (The Initial Term and all Renewal Terms shall be collectively referred to herein as “Term.”)

Article II  
Library Services

2.1 Forest Hill Public Library District agrees to provide public library services to

Everman residents who obtain a new or renewal Forest Hill Public Library District Library Card under the terms of this Agreement in the same manner as Forest Hill Public Library District provides to residents of the City of Forest Hill.

2.2 Forest Hill Public Library District agrees to issue non-resident Forest Hill Public Library District Library Cards and non-resident Forest Hill Public Library District Library Card renewals to Everman residents upon showing by said Everman residents of proper proof of residency in Everman, Texas, at no cost to the Everman resident. Valid proof of residency in Everman shall include a driver’s license, government-issued identification card or license, utility bill, or other documentation bearing a residential address located within Everman, Texas. Without requiring an amendment to this Agreement, Everman may from time to time approve or reject additional types of proof of residency by providing written notice to Forest Hill Public Library District.

**III.  
Fees and Payments**

3.1 Everman shall pay Forest Hill Public Library District Twenty Thousand and No/100 (\$20,000.00) Dollars per year for the library services provided as set forth herein (the “Library Services Fee”). Forest Hill Public Library District shall have the option, annually, to review the Library Services Fee and provide notice in writing to Everman on or before March 1 of said year, of an adjustment in the amount of the Library Services Fee, not to exceed fifteen (15%) percent of the then-current Library Services Fee. Upon receipt of any such notice of exercise of the option to adjust the Library Services Fee, Everman shall have the right to terminate the Agreement by providing written notice of termination on or before September 1 of the same calendar year. If Everman does not terminate the Agreement, the adjusted Library Service Fee will become effective on October 1 of the same calendar year.

3.2 Forest Hill Public Library District shall submit an annual invoice to Everman not later than October 15 of each year indicating the applicable amount due for that annual billing period (October 1 of the current year through September 30 of the following year). Everman shall pay said invoiced amounts not later than thirty (30) days after receipt of the invoice, unless otherwise provided herein.

3.3 All payments herein shall be made from current revenues available to Everman. Forest Hill Public Library District acknowledges that this Agreement is subject to annual appropriation by Everman, and Everman agrees to use good faith efforts to secure through appropriations the funding agreed to for the services to be provided by Forest Hill Public Library District.

3.4 If Everman fails to timely pay Forest Hill Public Library District under this Agreement, Forest Hill Public Library District may temporarily suspend library services to Everman residents in accordance with the terms of this Agreement until payment is received.

**IV.  
Records and Audit**

4.1 Forest Hill Public Library District shall keep a record of the number of all non-resident Forest Hill Public Library District Library Cards and non-resident Forest Hill Public Library District Library Card renewals issued to Everman residents by Forest Hill Public Library District under the terms of this Agreement, including the resident's full name, full residential address, and date of issuance.

4.2 Everman, at Everman's expense shall have the right to audit the records kept by Forest Hill Public Library District pursuant to Section 4.1 herein, during Forest Hill Public Library District' regular business hours not earlier than five (5) days after delivery of notice to Forest Hill Public Library District requesting such audit.

4.3 Forest Hill Public Library District has determined that disclosure of records to Everman under Section 4.2 herein is reasonably necessary for the operation of the Forest Hill Public Library District Public Library and that said records are not confidential under other state or federal law. Everman hereby agrees to hold records obtained from Forest Hill Public Library District under Section 4.2 confidential unless disclosure is otherwise required by law.

**V.  
Termination and Default**

This Agreement may be terminated by either Party at any time by providing one hundred and eighty (180) days' notice to the other Party subject to the following:

- (a) If notice of termination is provided by Everman pursuant to this Section V, upon receipt of the notice of termination, Forest Hill Public Library District shall continue issuance of all non-resident Forest Hill Public Library District Library Cards and non-resident Forest Hill Public Library District Library Card renewals to Everman residents until the date of termination; and
- (b) If notice of termination is provided by Forest Hill Public Library District pursuant to this Section V, upon the date of termination, Forest Hill Public Library District shall continue to issue non-resident Forest Hill Public Library District Library Cards and non-resident Forest Hill Public Library District Library Card renewals and provide library services to Everman residents through the end of the then current term unless Everman notifies Forest Hill Public Library District otherwise.

Notwithstanding termination of this Agreement pursuant to this Section V, Forest Hill Public Library District shall continue to provide library services to each Everman resident who was issued a Forest Hill Public Library District Library Card prior to the date of termination until said Everman resident's card expires.

**VI.  
Miscellaneous.**

6.1 **Force Majeure.** If the performance of any provision of this Agreement by either Party is delayed by reason of war, civil commotion, act of God, governmental restrictions, regulations or interferences, fire or other casualty, court injunction, or any circumstances which are reasonably beyond the control of the Party obligated or permitted under the terms of this Agreement to do or perform the same, regardless of whether any such circumstance is similar to any of those enumerated herein, the party so obligated or permitted shall be excused from doing or performing the same during such period of delay, so that the period of time applicable to such requirement shall be extended for a period of time equal to the period of time such Party was delayed.

6.2 **Contractual Relationship.** The relationship described in this Agreement between the Parties is contractual in nature and is not to be construed to create a partnership or joint venture or agency relationship among the Parties. Each party hereto is an independent governmental entity acting pursuant to the state laws and local ordinances regulating its conduct, and the execution of this Agreement shall not be deemed a waiver of the governmental, sovereign, or official immunity afforded by law to the Parties, either individually or collectively, and by execution of this Agreement the Parties make no representations regarding the validity of the actions taken by the other Party hereto.

6.3 **Complete Agreement.** This Agreement embodies the entire agreement of the Parties relating to the subject matter expressly set forth herein, supersedes all prior understandings and agreements regarding such subject matter, and may be amended, modified, or supplemented only by an instrument or instruments in writing executed by all the Parties.

6.4 **Captions.** The captions, headings, and arrangements used in this Agreement are for convenience only and shall not in any way affect, limit, amplify, or modify its terms and provision.

6.5 **Governing Law and Venue.** This Agreement and all agreements entered into in connection with the transactions contemplated by this Agreement are, and will be, executed and delivered, and are intended to be performed in the County of Tarrant, State of Texas, and the laws of Texas shall govern the validity, construction, enforcement, and interpretation of this Agreement. In the event of litigation between the Parties hereto, their successors or assigns, regarding this Agreement and any subsequent supplementary agreements or amendments, venue shall lie exclusively in Tarrant County, Texas.

6.6 **Severability.** In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision(s) hereof, and this Agreement shall be revised so as to cure such invalid, illegal or unenforceable provision(s) to carry out as near as possible the original intent of the Parties.

6.7 **Further Assurances.** Each Party agree to perform any further acts and to sign and

deliver any further documents that may be reasonably necessary to carry out the provisions of this Agreement.

6.8 **Notice.** Whenever this Agreement requires or permits any consent, approval, notice, request, proposal, or demand from one Party to another, the content, approval, notice, request, proposal, or demand must be in writing to be effective and shall be delivered to the Party intended to receive it at the address(es) shown below:

**If to Forest Hill Public Library District:** Forest Hill Public Library District  
Attn: Director Michael Hardrick  
6962 Forest Hill Drive  
Forest Hill, TX 76140

**If to Everman:** City of Everman  
Attn: City Manager Craig Spencer  
212 N. Race Street  
Everman, TX 76140

6.9 **Effective Date.** This Agreement shall be binding on the Parties when signed by the authorized representatives of each Party.

6.10 **Counterparts.** This Agreement may be signed in multiple counterparts, each of which shall be deemed an original instrument, and all of which shall be deemed to constitute one and the same instrument.

6.11 **Recitals.** The recitals to this Agreement constitute a part of this Agreement.

*(Signature page to follow)*



Signed and Agreed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**Forest Hill Public Library District**

By: \_\_\_\_\_  
Michael Hardrick, Director

Signed and Agreed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**City of Everman, Texas**

By: \_\_\_\_\_  
Craig Spencer, City Manager

**ATTEST:**

\_\_\_\_\_  
Mindi Parks, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
John D. Oliver, Asst. City Attorney

**ORDINANCE NO. 798**

**AN ORDINANCE OF THE CITY OF EVERMAN, TEXAS AMENDING THE CODE OF ORDINANCES BY REVISING THE FEE SCHEDULE OF THE CITY FOR LICENSES, PERMITS OR OTHER SERVICES OF THE CITY WHERE REQUIRED BY ORDINANCE, RESOLUTION OR ORDER; PROVIDING THAT FUTURE REVISIONS OF THE FEE SCHEDULE SHALL BE PERMITTED BY ORDINANCE OF THE CITY COUNCIL; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Everman, Texas is a home rule city acting under its Charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Council has previously adopted Ordinance No. 630 of the Code of Ordinances of the City of Everman, Texas, setting forth the various fees for licenses, permits, or other services of the City where required by ordinance, resolution, or order; and

**WHEREAS**, the fees for licenses, permits or other services necessarily fluctuate based on the changing administrative costs associated with them; and

**WHEREAS**, the City Council desires to adopt a new fee schedule that accurately represents present-day administrative expenses incurred by the City in administering licenses, permits, or other services.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS THAT:**

**SECTION 1.**

The Schedule of Fees, Charges and Expenses attached hereto as Exhibit "A" is hereby adopted as Appendix 1 to the Code of Ordinances of the City of Everman for the purpose of defraying administrative costs connected with the processing, advertising, and reviewing of applications, appeals, permits and other services issued or performed by the City of Everman.

**SECTION 2.**

Should any word, sentence, paragraph, subdivision, clause, phrase or section of this ordinance, be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said ordinance which shall remain in full force and effect.

**SECTION 3.**

All ordinances of the City of Everman, Texas, in conflict with the provisions of this ordinance be, and the same are hereby, repealed; provided, however, that all other provisions of said ordinances not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 4.**

This ordinance shall take effect immediately from and after its passage, as the law and charter in such cases provide.

**DULY ORDAINED, PASSED AND ADOPTED** by the City Council of the City of Everman, Texas, on the 20th day of June 2023.

**CITY OF EVERMAN, TEXAS**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Mindi Parks, City Secretary

\_\_\_\_\_  
Ray Richardson, Mayor

**APPROVED AS TO FORM:**

\_\_\_\_\_  
John D. Oliver, Assistant City Attorney  
(031323vwtTM134002)

**Exhibit "A"**

**FEES FOR LICENSES, INSPECTIONS, PERMITS, PLATTING, ZONING, ETC.**

All persons, firms, or corporations applying for licenses, permits, platting, zoning or other city services, activities or uses that by their nature require the applicant to pay a fee incident to such application, shall be required to pay the following fees:

**ADMINISTRATIVE**

<b>Administrative Fees</b>	
Certificate of Occupancy – Residential	\$50.00
Certificate of Occupancy – Commercial	\$200.00
Returned Check	\$34.00
Copies (per page)	State Fee Chart
Re-inspection fee due to failure	\$35.00
Garage Sale Permit	\$25.00

<b>Mowing and/or Cleaning Property</b>	
Administrative Fee (plus legal and/or filing fees)	\$100.00
Tractor/Mower with Operator	\$65.00/hour – Each
Loader with Operator	\$90.00/hour – Each
Dump Truck with Operator	\$65.00/hour – Each
Hand Mower/Weed Eater with Operator	\$45.00/hour – Each
Extra Personnel/Laborer	\$20.00/hour – Each
Contractor Cleaning/Mowing	Actual Cost plus \$100.00 Administrative Fee

**WATER UTILITY**

<b>Water Department</b>	
Water Deposit – Residential Owner	\$75.00
Water Deposit – Residential Renter	\$150.00
Water Deposit – Commercial	\$200.00
Water Late Charges	10% of the amount currently owed
Hydrant Meter Deposit	\$1,500.00
Hydrant Meter Service Fee	\$50.00 + Usage
Water Reconnection Fee (After Involuntary Shutoff)	\$50.00
Move of City Utility or Add Vault	Actual Cost
Water Transfer Fee	\$15.00

**PLANNING & DEVELOPMENT SERVICES**

<b>Building Codes, Permits, &amp; Inspections</b>	
<p>Commercial Building permit fees charged, including Multi-Family, for: New Construction, Additions, Alterations, Remodels, &amp; Repairs of a building, shall be based on the declared valuation of the proposed work. The declared valuation shall include the fair market value of the proposed improvements, including the architectural, structural, electrical, plumbing, mechanical work, paving, parking, drive approach, and the contractor’s profit with <b>Table 1</b>.</p> <p>Residential permit fees charged the value of \$75.00 per square foot of area shall be used to determine the valuation for the purpose of computing permit fees in accordance with <b>Table 1</b> for the following permits: Detached Garages, Permanent Storage/Accessory Buildings (over 320 sq. ft.) and Retaining Walls.</p> <p>For one- and two-family residential dwellings only, the square feet shall be used for: New Construction, Additions, Alterations, Garage Conversions, Remodel &amp; Repairs only for the purposes of computing permit fees in accordance with <b>Table 2</b>.</p> <p>The Building Official may require the applicant to verify the declared value and/or square feet. The building permit fee shall be calculated based upon figures from <b>Table 1</b> and/or <b>Table 2</b>.</p>	
<b>Table 1 – Building Permit Fee – Based on Proposed Project Valuation</b>	
\$0 and up to \$2,000	\$84.61.
More than \$2,000 and up to \$25,000	\$84.61 for the first \$2,000 plus \$13.13 for each additional \$1,000, or fraction thereof, to and including \$25,000.
More than \$25,000 and up to \$50,000	\$367.24 for the first \$25,000 plus \$9.45 for each additional \$1,000, or fraction thereof, to and including \$50,000
More than \$50,000 and up to \$100,000	\$603.49 for the first \$50,000 plus \$6.56 for each additional \$1,000, or fraction thereof, to and including \$100,000
More than \$100,000 and up to \$500,000	\$931.61 for the first \$100,000 plus \$5.25 for each additional \$1,000, or fraction thereof, to and including \$500,000
More than \$500,000 and up to \$1,000,000	\$3,031.61 for the first \$500,000 plus \$4.46 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
More than \$1,000,000	\$5,262.86 for the first \$1,000,000 plus \$2.89 for each additional \$1,000 or fraction thereof
<b>Table 2 – Residential Building Permit Fee – Based on Square Feet</b>	
0 – 1,200 sq. ft.	0.80 cents per square foot
1,201 – 2,000 sq. ft.	0.64 cents per square foot
2,001 sq. ft. and up	0.53 cents per square foot
<b>Table 3 – Commercial and Multi-Family Construction Plan Review Fee*</b>	
<p>*A non-refundable plan review fee shall be assessed to all Commercial and Multi-Family Building (three or more dwelling units in a building, Single, and Two-Family Residential building permit applications at the time of submittal. A building permit application is only considered received once</p>	

the plan review fee has been paid. The non-refundable plan review fee shall be assessed in accordance with the below chart	
\$1.00 to \$10,000	\$55.00
\$10,001 to \$25,000	\$77.76 for the first \$10,000.00, plus \$6.01 for each additional \$1,000.00
\$25,001 to \$50,000	\$167.85 for the first \$25,000 plus \$4.33 for each additional \$1,000.
\$50,001 to \$100,000	\$276.20 for the first \$50,000 plus \$3.00 for each additional \$1,000.
\$100,001 to \$500,000	\$426.35 for the first \$100,000 plus \$2.41 for each additional \$1,000.
\$500,001 to \$1,000,000	\$1,389.95 for the first \$500,000 plus \$2.04 for each additional \$1,000.
\$1,000,001 and up	\$2,407.45 for the first \$1,000,000 plus \$1.35 for each additional \$1,000.
<b>Commercial Construction</b>	
After-Hours Inspections (Note: Minimum 2 hours)	\$150.00
Each Additional Hour	\$75.00
Minimum 30-minute increments	\$37.50
Addition, Alteration, Remodel, & Repairs*	Based on Valuation – Table 1
Fence, Commercial Lot, Privacy or Security	\$50.00
Fence, Commercial Lot, Screening for Outside Storage	\$50.00
Fence Perimeter Screening Fence	\$100.00 – Plus \$5.00 per lot
Fence, Swimming Pool Barrier	\$25.00
Foundation Repair*	Based on Valuation – Table 1
New Constructions*	Based on Valuation – Table 1
Parking Lots – (Note: No charge if issued with project building permit)*	Based on Valuation – Table 1
Public/Semi-Public Swimming Pools or Spa*	Based on Valuation – Table 1
Reroof*	Based on Valuation – Table 1
Retaining Wall	Based on Valuation – Table 1
Revisions to issued Permits	\$50.00 per hour
Sidewalk, Curb, Drive Approach – (Note: No charge if issued with project building permit)	Based on Valuation – Table 1
Work Without Permit – This is an addition to the permit fee charged	Equal to the amount of the permit fee
<b>Fire Plan Review</b>	
*A non-refundable plan review fee shall be assessed when plans have not be reviewed by a third party organization (TPO) and must be reviewed by City staff. Fee calculation is based on project valuation	
\$0 to \$10,000	\$220.00
More than \$10,000 and up to \$50,000	\$330.00
More than \$50,000 and up to \$250,000	\$500.00
More than \$250,000 and up to \$500,000	\$850.00
More than \$500,000 and up to \$1,000,000	\$1,100.00
More than \$1,000,000 and up to \$3,000,000	\$1,600.00
More than \$3,000,000 and up to \$6,000,000	\$2,400.00

More than \$6,000,000	\$2,400.00 plus \$0.25 for each additional \$1,000, or fraction thereof.
<b>Fire Operational Permit Fees</b>	
Aerosol Products	\$50.00
Amusement Buildings	\$100.00
Aviation Facilities	\$50.00
Battery Systems	\$50.00
Combustible Dust-Producing Operations	\$50.00
Combustible Fibers	\$50.00
Compressed Gases	\$50.00
Covered Mall Buildings	\$50.00
Cryogenic Fluids	\$50.00
Cutting and Welding	\$50.00
Flammable and Combustible Liquids	\$50.00
Hazardous Materials	\$350.00
HPM Facilities	\$270.00
High Piled Storage	\$50.00
Industrial Ovens	\$50.00
Lumber yards and woodworking Plants	\$50.00
Liquid or Gas-Fueled Vehicles/Equipment in assembly building	\$50.00
LP-Gas	\$50.00
Magnesium	\$50.00
Open Flames	\$50.00
Organic Coatings	\$50.00
Place of Assembly (Occupant Load 1-299)	\$40.00
Place of Assembly (Occupant Load 300-9999)	\$150.00
Place of Assembly (Occupant Load 10,000-19,999)	\$300.00
Place of Assembly (Occupant Load 20,000-29,999)	\$400.00
Place of Assembly (Occupant Load 30,000-39,999)	\$500.00
Place of Assembly (Occupant Load 40,000-49,999)	\$600.00
Place of Assembly (Occupant Load 50,000 or more)	\$1,000.00
Repair Garages and Motor Fuel-Dispensing Facilities	\$50.00
Spraying or Dipping	\$50.00
Storage of Scrap Tires and Tire byproducts	\$250.00
Temporary Membrane Structures, Tents, and Canopies	\$50.00
Tire Rebuilding Plants	\$50.00
Waste Handling	\$100.00
<b>Single Family Residential Fire Services</b>	
Fire Code Plan Review (residential fire sprinkler)	\$192.50
Fire Code Inspection Services (residential fire sprinkler)	\$440.00
<b>Fire Code Inspection Services – Commercial and Multi-Family Construction (Fire Alarm System &amp; Fire Sprinkler System – based on below valuation.</b>	
Less than \$6,250	\$330.00
\$6,250 to \$250,000	\$467.50
\$250,001 to \$500,000	\$577.50

\$500,001 to \$1,000,000	\$742.50
\$1,000,001 to \$3,000,000	\$1,045.00
\$3,000,001 to \$6,000,000	\$1,567.50
\$6,000,001 and up	\$1,567.50 plus 0.42 for each additional \$1,000.
<b>Fire Underground</b>	
Fire Code Plan Review	\$220.00
Fire Code Plan Inspection	\$275.00
<b>Fire Certificate of Occupancy Inspections</b>	
Fire Certificate of Occupancy Inspections	\$150.00
<b>Annual Fire Safety Inspections</b>	
Day Care, Foster Home, Commercial Business (each inspection and re-inspection per location)	\$110.00
Nursing Home / Assisted Living (each inspection and re-inspection per location)	\$275.00
<b>Underground/Aboveground Fuel Storage Tanks</b>	
Fire Code Plan Review	\$385.00
Fire Code Inspection	\$495.00
<b>Site Plan</b>	
Fire Code Plan Review	\$275.00
Fire Code Plan Inspection	\$275.00
<b>Residential Construction</b>	
Addition, Alteration, Remodel & Repairs*	Based on square feet – Table 2; with a minimum charge of \$225.00
Carport, Garage, & Porte Cochere	
When permitted with a new residence*	No charge, included in base permit fee
Carport & Porte Cochere*	\$200.00
Detached Garage*	Based on Valuation – Table 1
Garage Conversion	Based on square feet – Table 2; with a minimum charge of \$225.00
Fee for any permit required, but not elsewhere specified in this fee schedule	\$50.00 Minimum, and the Building Official may set appropriate fee based on scope of work and/or investigation/plan review to recover the cost of review and inspection.
Fence – Perimeter Screening Fence	\$100.00 – Plus \$5.00 per lot of location
Fence – Residential Lot	\$25.00 each
Fence – Subdivision Screening Wall	\$100.00 – Plus \$5.00 per lot of location
Fence – Swimming Pool Barrier	\$25.00
Foundation Repair	\$150.00



One and Two Family Residential New Construction*	Based on square feet – Table 2
Patio Cover, Screened Porch, Gazebo, & Decks*	\$225.00
Permanent Storage/Accessory Building over 320 sq. ft.*	Based on Valuation – Table 1
Portable Storage/Accessory Building 320 sq. ft. and under	\$25.00 each
Reroof	\$275.00
Retaining Wall	Based on Valuation – Table 1
Revisions to Issued Permits	\$50.00 per hour
Sidewalk, Curb, Drive Approach (Note: No charge if issued with project building permit)	\$75.00
Solar Panel*	\$275.00
Spa Gunite in ground (1 & 2 Family)	\$35.00
Spa Storable (1 & 2 Family)	\$25.00
Swimming Pool – Above Ground (1 & 2 Family)*	\$125.00
Swimming Pool – In Ground (1 & 2 Family) (Spa Included)*	\$275.00
Temporary Construction Sales Office (residential only)	\$75.00
Window/Door Replacement (2 doors or more)*	\$100.00
Work Without a Permit	Equal to the amount of the permit fee, plus original permit fee

<b>Electrical Permits</b>	
<b>Permit fees for Electrical Associated with Building Permits</b>	
The electrical permit fee charged related to electrical work to build a new building, add onto an existing building, remodel or alter an existing building shall be a no charge permit fee. A no charge permit must be secured prior to commencing work.	
<b>Permit fees for Electrical Work Not Associated with Building Permits</b>	
For electrical work that is not associated with a building permit for the construction of a new building, an addition to an existing building, or for the remodeling or alteration of an existing building, fees shall be assessed as follows:	
Hot-tubs, Spas, and Swimming Pools (above & below ground)	No Charge
<b>Residential, Commercial, and Industrial. There shall be a base permit fee plus the associated fee(s) as listed</b>	
Base permit fee	\$85.00
Electrical Vehicle Charging Station 120 – 480 Volt	\$25.00 each
Equipment rated in HP (Motors) (each)	
Up to and including 3 HP	\$2.00
Over 3 HP and up to and including 10 HP	\$4.00
Over 10 HP	\$6.50
Equipment rated in KW (each)	
Up to and including 15 KW	\$4.00
Over 15 KW and up to and including 50 KW	\$6.50
Over 50 KW	\$13.50
Equipment rated in tons (each)	
Up to and including 5 tons	\$4.00
Over 5 tones and up to and including 7.5 tons	\$6.50

Over 7.5 tons	\$12.50
For any permit required, but not elsewhere specified in this fee schedule	\$50.00 minimum and Building Official may set appropriate fee based on scope of work and/or investigation/plan review to recover the cost of review and inspection.
Lights, outlets, fixtures, switches, receptables (openings) (each)	
Up to and including 100	\$0.35
Over 100	\$0.30
Services and sub panels: new, repair, replace (each)	
Up to and including 200 amps	\$25.00
Over 200 amps and up to and including 400 amps	\$50.00
Over 400 amps	\$65.00
Sign Branch Circuit (each)	\$15.00
Temporary Pole	\$15.00
Work Without a Permit	Equal to the amount of the permit fee, plus the original permit fee.

<b>Irrigation</b>	
<b>Irrigation Permit fee to Install a new irrigation system</b>	
Potable Water	
For 1- & 2-family structures (residential)	\$100.00
For all others (commercial)	\$150.00
Reclaimed Water	
For 1- & 2-family structures (residential)	\$200.00
For all others (commercial)	\$300.00
<b>Irrigation Permit fee to expand or add additional new head(s) and/or zone(s) to an existing system</b>	
Potable Water	
Base fee for 1- & 2-family structures (residential)	\$75.00
Plus for each zone valve in excess of 2	\$25.00
Maximum Fee	\$100.00
Base fee for all others (commercial)	\$75.00
Plus for each zone valve in excess of 2	\$25.00
Maximum Fee	\$150.00
Reclaimed Water	
Base fee for 1- & 2-family structures (residential)	\$75.00
Plus for each zone valve in excess of 2	\$50.00
Maximum Fee	\$200.00
Base fee for all others (commercial)	\$75.00
Plus for each zone valve in excess of 2	\$50.00
Maximum fee	\$300.00

Work Without a Permit	Equal to the amount of the permit fee, plus the original permit fee.
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**Mechanical**

**Mechanical Permit Fees Associated with Building Permits**

The mechanical permit fee charged in conjunction with the construction of a new building, an addition to an existing building, or the remodeling or alteration to an existing building shall be assessed at no charge. A no charge permit must be secured prior to commencing work.

**Mechanical Permit Fees Not Associated with Building Permits**

For mechanical work that is not associated with a building permit for construction of a new building, an addition to an existing building, or for the remodeling or alteration to an existing building, fees shall be assessed as listed below. There shall be a base permit fee plus the associated fee(s) as follows:

Note: Permit fee may be assessed to cover plan review, investigation, and inspections.

Note: 1 Ton = 12,000 Btuh = 1 Horse Power for the purpose of fee assessment

Base Permit Fee	\$75.00
Install/Replace:	
Absorber, reciprocating, centrifugal, rotary compressor, condensing unit, chiller unit	\$50.00
Plus per ton in excess of 75 tons	\$1.00
Boiler per unit (Steam/Hot Water)	\$30.00
Cooling/heating coils other than DX coils first units, each	\$45.00
Plus each additional coil	\$5.00
Dust/Hazardous Collection/Ventilation Systems first system	\$20.00
Plus each additional system	\$10.00
DX system component (air handling unit, condensing unit, indoor coil, etc.) per first component	\$15.00
Plus per additional component per address	\$5.00
Environmental ductwork only-up to and including 10 outlets	\$15.00
Plus each additional outlet in excess of 10	\$1.50
Forced Air Heating Furnace	\$15.00
Plus per unit per address	\$3.00
HVAC complete refrigeration split/package/DX system up to and including 10 tons per first system	\$30.00
Plus additional system at one address	\$10.00
Miscellaneous appliance (fireplace, exhaust fan, wood burning stove, etc.) first appliance	\$15.00
Plus additional appliance	\$5.00
Non-ducted heater first unit	\$15.00
Plus per additional unit per address	\$3.00
Type I System complete (hood, make-up air, grease duct, exhaust fan) first system	\$75.00
Plus each additional component	\$5.00
Type II System complete (hood, make-up air, duct, exhaust fan) first system	\$75.00
Plus each additional system	\$25.00
Type II Component (hood, make-up air, duct, exhaust fan) first component	\$35.00

Plus each additional component	\$5.00
Work Without a Permit	Equal to the amount of the permit fee, plus the original permit fee.

<b>Plumbing</b>	
<b>Plumbing Permit Fees Associated with Building Permits</b>	
The plumbing permit fee charged in conjunction with the construction of a new building, an addition to an existing building, or for the remodeling or alteration of an existing building shall be assessed at no charge. A no charge permit must be secured prior to commencing work.	
<b>Plumbing Permit Fees Not Associated with Building Permits</b>	
For plumbing work that is not associated with a building permit for the construction of a new building, an addition to an existing building, or for the remodeling or alteration to an existing building, fees shall be assessed as listed below. There shall be a base permit fee plus the associated fee(s) as follows:	
Base Permit Fee	\$65.00
Fee for any permit required, but not elsewhere specified in this fee schedule.	\$65.00 minimum, and Building Official may set appropriate fee based on scope of work and/or investigation/plan review to recover the cost of review and inspection.
<b>Backflow prevention devices</b>	
Indoors (first device)	\$20.00
Outdoors (lawn irrigation first device)	\$20.00
Plus for each additional device	\$5.00
Maximum fee per building address	\$200.00
<b>Gas Line</b>	
Install new gas line	\$20.00
Repair/Replace Gas Line	\$20.00
Plus per each outlet	\$2.00
<b>Install:</b>	
New Fixtures (lavatory, sink, water closet, tub, etc.) for the first three	\$30.00
Plus for each additional fixture in excess of three at the same address	\$12.00
Test well or manhole, each	\$25.00
<b>Install/Replace:</b>	
Interceptor (grease, sand, oil, lint) each	\$50.00

Roof drains for the first five	\$25.00
Plus for each in excess of five	\$3.00
Sewer Line	\$10.00
Water heater, first water heater	\$15.00
Plus for each additional water heater	\$5.00
Water line	\$10.00
Water softener system, each	\$25.00
Med Gas Piping Vacuum System (per each outlet/termination)	\$5.00
Mobile home hook up (gas, water, and sewer)	\$20.00
Replace Fixtures (lavatory, sink, water closet, tub, etc.) for the first five	\$20.00
Plus for each additional fixture as building address (Maximum fee: \$400)	\$5.00
Work Without a Permit	Equal to the amount of the permit fee, plus the original permit fee.

<b>Demolition Permit Fee</b>	
Demolish, wreck, raze, or dismantle a building or structure within the City	\$100.00

<b>Business Registration Fees</b>	
When a business registration is to be recorded with the Building Official, the following fees shall be applied: Note: Electrical, Plumbing, and HVAC Mechanical registrations are not charged a fee	
1 Year	\$100.00
2 Year	\$175.00

<b>Miscellaneous Fees</b>	
Administrative processing of requested documents	\$25.00
Board of Appeals Hearing	
Building Code	\$100.00
Electrical Code	\$100.00
Mechanical Code	\$100.00
Plumbing Code	\$100.00
Easement Use Agreement (non-refundable processing fee)	\$125.00
Early Grading Release	\$100.00
Excavation/Fill Permit	\$100.00
Extension of Permit Application and Issued Permit (one-time)	\$50.00
Parking lot requiring plan review for new construction	Based on Valuation
Reinspection fee	\$75.00
Service Charge to correct, revise, or void submitted permits or Certificates of Occupancy	\$50.00
Temporary Carnival, Circus, or Amusement Ride(s)	\$150.00
Temporary Occupancy of Street (90 day max)	\$30.00
Temporary Outdoor Event Permit	\$150.00

<b>Moving Permit Fees</b>	
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For a permit to move a building, structure, or part of a building or structure through, upon, or across any sidewalk, street, alley, highway, or other public property of the City, the fee shall be as follows:	
Buildings of less than 300 square feet – when the move is completed in one day	\$125.00
Buildings of 300 – 900 square feet	\$175.00
Buildings of more than 900 square feet	\$250.00
When a building is moved in sections, each section is considered a separate building or structure for the purposes of assessing fees.	
When the move requires more than one day upon the City streets, alleys, or other public property, there shall be added for each additional day an amount equal to 50% of the fee required for the first day.	
When a building is proposed to be located within the City, an inspection fee of \$125 per hour plus round trip mileage is assessed to inspect the building prior to being moved.	

<b>Modular or Pre-fabricated Industrialized Building Fees</b>	
Permit Fee	Based on Valuation of work not including the value of the industrialized building.

<b>Oversize and Overweight Vehicle Fees</b>	
For travel within the City of an oversize and/or overweight vehicle, the fee shall be as follows:	
Single trip	\$75.00
Not exceeding 30 days	\$150.00
Not exceeding 60 days	\$300.00
Not exceeding 90 days	\$450.00
Not exceeding 1 Year	\$600.00
Sign Permit Fees	
For a permit to display within the City, the fee shall be as follows: Note: A change in sign copy or sign face shall constitute a new sign for the purposes of assessment. All applications for a sign permit shall be accompanied by a \$60.00 non-refundable deposit. The deposit shall be credited toward the permit fee when issued. If the permit is not issued for any reason, the deposit is forfeited.	
Billboard Advertising Signs (other than digital)	\$650.00
Digital Billboard Annual Inspection	\$200.00
Digital Billboard Initial Fee	\$1,500.00
Directory and Directional signs less than 8 s.f.	\$60.00
Electronic Message Center Signs Annual Inspection	\$150.00
Ground signs and Multi-Tenant Ground Signs less than or equal to 50 s.f.	\$125.00
Ground signs and Multi-Tenant Ground Signs greater than 50 s.f.	\$250.00
Menu Board and Awning signs less than or equal to 50 s.f.	\$125.00
Onsite/Offsite Development Signs	\$90.00
Pole signs less than or equal to 50 s.f.	\$125.00

Pole signs greater than 50 s.f.	\$250.00
Temporary Advertising signs	\$90.00
Supergraphic Signs	\$600.00
Wall Signs	\$125.00

<b>Health</b>	
<b>Child Care Center Fees</b>	
Application Fee/Plan Review Fee	\$375.00
Change of Ownership	\$300.00
Food Service Included (Initial or Annual Renewal)	\$400.00
No Food Service (Initial of Annual Renewal)	\$200.00
Playground Inspection (Initial or Annual Renewal) per playground at facility	\$50.00
Reinspection Fee	\$150.00
Reinstatement Fee	\$75.00
Service Charge to Revise Permit	\$10.00
<b>Food Service Establishment Fees</b>	
Application Fee/Plan Review Fee	\$450.00
Change of Ownership	\$300.00
Central Preparation Facility Permit Fee (Initial or Annual Renewal)	\$275.00
Emergency Inspection Fee	\$250.00
Permit Fee	\$375.00
Reinspection Fee	\$150.00
Reinstatement Fee	\$75.00
Mobile Food Unit Fees	
Annual Mobile Fee	\$300.00

<b>Municipal Setting Designation</b>	
Note: Filing fees will be in accordance with Tarrant County fee schedule	
Application Fee (non-refundable)	\$1,000.00

<b>Platting</b>	
Note: Filing fees will be in accordance with Tarrant County fee schedule. There is a \$150 non-refundable fee for all plats.	
<b>*Amended Plat Fees</b>	
Amended Plat Correcting Errors	\$300.00
All Other Amended Plats	\$300.00 + \$10.00 per acre
<b>*Combination Plat Fees</b>	
Preliminary plat and final plat for a maximum of 30 lots	\$550.00 + \$85.00 per acre
<b>*Conveyance Plat Fees</b>	
Conveyance Plat for property not intended for immediate development*	\$300.00 + \$10.00 per acre
*does not constitute the approval of the development of property	
<b>*Final Plat Fees</b>	

Final Plat	\$550.00 + \$45.00 per acre
<b>*Miscellaneous Plat Item Fees</b>	
Filing with County of any plat with 5 or more lots in lieu or providing digital file	\$250.00
Staff Consultation Meeting	\$200.00
Public Improvement Plan Review	\$1,000.00
Subdivision name change on a previously review or approved preliminary plat	\$200.00
<b>*Plat Vacation Fees</b>	
Plat vacation	\$500.00
<b>*Preliminary Plats Fees</b>	
All Preliminary Plats	\$550.00 + \$40.00 per acre
<b>Replats/Minor Plat Fees</b>	
Minor Plat	\$550.00 + \$35.00 per acre
Replat with Property Owner Notification	\$575.00 + \$35.00 per acre
Replat without Property Owner Notification	\$450.00 + \$35.00 per acre
<b>*Special Plat Filing Fees</b>	
By mail	\$600.00
Hand Delivered	\$900.00
<b>Abandonments</b>	
Abandonments by Plat	\$300.00
Abandonments by Separate Instrument	\$400.00

<b>Zoning</b>	
<b>Development Plan Fees</b>	
Administrative Change to Approved Development Plan	\$375.00
Development Plan (without "PD" zoning request)	\$1,800.00 + \$50 per acre
<b>Landscape/Tree Preservation Plan Review/Permit Fees</b>	
When a fee is required for the review of landscape plans in conjunction with the processing of building permits, the amount shall be based on the area of the lot to be developed.	
Square Feet of Lot to be Developed:	
Up to and including five (5) acres	\$230.00
Over five (5) acres, up to and including twenty (20) acres	\$400.00
Over twenty (20) acres	\$600.00
Tree removal permit, not in conjunction with a building permit (Maximum: \$150)	\$10.00 per tree
<b>Miscellaneous Zoning Fee</b>	
Alcohol Distance Appeal Application	\$1,000.00
Alternative Equivalent Compliance Review	\$375.00
Renotification Fee	\$125.00
Staff Placement of Zoning Change Request Signs	\$100.00
Zoning Board of Adjustment Application Fee	\$200.00



Zoning Verification Letter (per site)	\$50.00
<b>Specific Use Permits (SUP) Fees</b>	
SUP submitted with zoning change request – No Charge	\$0.00
SUP submitted without zoning change request	\$1,000.00 + \$50.00 per acre (\$15,000 max)
<b>Zoning Case Type Fees</b>	
All requests to Single Family Residential	\$1,000.00
Request for “PD” zoning with Development Plan	\$2,000.00 + \$100 per acre
All Other Requests	\$1,000.00 + \$50 per acre (\$15,000 max)

**POLICE DEPARTMENT FEES**

<b>Alarm Permits</b>	
Residential (Annual)	\$30.00
Commercial (Annual)	\$50.00
<b>Animal Control Fees</b>	
<b>Animal Registration</b>	
Initial Registration (includes microchipping)	\$20.00
Annual Renewal Registration	\$10.00
<b>Adoption Fees</b>	
Dog (includes microchipping and 1 <sup>st</sup> year registration)	\$80.00
Cat	\$30.00
<b>Impoundment</b>	
First Impoundment	\$50.00
Second Impoundment	\$75.00
Third Impoundment	\$100.00
Quarantine (Shelter)	\$20.00/day
Quarantine (In Home for eligible animals only)	\$5.00/day
<b>Miscellaneous</b>	
Boarding (Must be eligible and only when room is available)	\$15.00/day
Owner Surrender (Altered)	\$35.00
Owner Surrender (Unaltered)	\$50.00
Corpse Removal Fee (from residence)	\$20.00
Euthanasia at Owners Request	\$35.00
Corpse Disposal Fee	\$35.00
Kennel Permit Fee	\$25.00
Animal Trap Deposit (refundable upon return)	\$250.00
<b>Miscellaneous</b>	
Police Security (per Officer)	\$45.00/hour

Impounded Vehicle Release Fee	\$15.00
False Alarm Response	\$50.00

**CIVIC CENTER FEES**

<b>Rental Fees</b>	
Ballroom – Resident – Monday through Sunday – Hourly	\$250.00
Ballroom – Resident – Monday through Thursday – 8 Hour	\$1,200.00
Ballroom – Resident – Saturday – 12 hour	\$2,000.00
Ballroom – Resident – Friday or Sunday – 12 hour	\$1,500.00
Ballroom – Non-Resident – Monday through Sunday – Hourly	\$250.00
Ballroom – Non-Resident – Monday through Thursday – 8 Hour	\$1,500.00
Ballroom – Non-Resident – Saturday – 12 hour	\$2,500.00
Ballroom – Non-Resident – Friday or Sunday – 12 hour	\$2,000.00
Conference Room Rental with Ballroom Rental – Flat Fee	\$125.00
Conference Room Rental – Hourly	\$125.00
Tablecloths	\$4.00 each
Kitchen Rental – Flat Rate with other rental	\$125.00
Rental Damage Deposit	\$500.00
Alcohol Use Damage Deposit	\$250.00