



COUNCIL COMMITTEE MEETING

City Hall Council Chambers, 298 W Washington
Tuesday, September 19, 2023 at 5:30 PM

AGENDA

CALL TO ORDER

FINANCE COMMITTEE

Justin Haschke, chair; David Baskett, Brandon Greenhaw, Mark McClinton

1. Discuss and Approve Audit Proposals for Audit Services beginning with fiscal year ending September 30, 2023.
2. [Discuss](#) and Approve Fee Schedule for Fiscal Year 2023-2024.

NOMINATIONS COMMITTEE

Maddie Smith, chair; Lonni Reisman, Bob Newby, Brandon Greenhaw

3. Discuss and Approve Nominations to Citizen Boards and Commissions

PUBLIC WORKS COMMITTEE

Mark McClinton, chair; LeAnn Durfey, Justin Haschke, David Baskett

4. [Discuss](#) and Approve Harbin Drive Improvements Project Change Orders
5. [Discuss](#) and Approve Eastside Sewer Interceptor - Phase 1 Project Change Orders

ADJOURN

Note: The Stephenville City Council may convene into Executive Session on any matter related to any of the above agenda items for a purpose, such closed session allowed under Chapter 551, Texas Government Code.

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.

ORDINANCE NO. 2023-O-XX

**AN ORDINANCE OF THE CITY OF STEPHENVILLE, TEXAS, ESTABLISHING FEES FOR SERVICES;
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the rates and charges and procedures relative to the collection thereof shall be established by the Council from time to time by ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS: that

SECTION 1. The fee schedule attached hereto for the support of the general government of the City of Stephenville, Texas, be established.

SECTION 2. This ordinance shall become effective October 1, 2023 upon its passage.

SECTION 3. It is hereby officially found and determined that the meeting at which this Ordinance is passed is open to the public as required by law and that public notice of the time, place and purpose of the said meeting was given as required.

PASSED and APPROVED, BY THE CITY COUNCIL OF THE CITY OF STEPHENVILLE, TEXAS, this the 19th day of September, 2023, at which meeting quorum was present and voting.

Doug Svien, Mayor

ATTEST:

Sarah Lockenour, City Secretary

Reviewed by Jason M. King,
City Manager

Approved as to form and legality
Randy Thomas, City Attorney

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
201 FISCAL SERVICES			
	TABC- Liquor License Application Fee	50% of state fee	50% of state fee
	Solicitation Permit, non-refundable application fee	\$ 25.00	\$ 25.00
	Solicitor Investigation Fee per person (Non Refundable)	\$ 25.00	\$ 25.00
	Taxicab Permit (per year)	\$ 50.00	\$ 50.00
	Game Room License (per year)	\$ 250.00	\$ 250.00
	Gaming Machine Registration (per year)	50% of certification fee	50% of certification fee
	Private Owned Ambulance Service Permit (per year)	\$ 25.00	\$ 25.00
	Copying Charges (per page)(staff copied)	\$ 0.25	\$ 0.25
	Credit Access Business License (per year)	\$ 250.00	\$ 250.00
	Credit Access Business Application Fee (per year)	\$ 50.00	\$ 50.00
	Ad Valorem Taxes (per hundred)	\$ 0.3958	\$ 0.3872
	Hotel/Motel Occupancy Tax	7%	7%
	City Sales Tax	1.50%	1.50%
	Operations	1.3750%	
	4B Economic Development	0.1250%	
	Franchise Fees: (based on Gross Receipts)		
	Cable Television (set by PUC)	5%	5%
	Electricity (set by PUC/per kwh)	4%	4%
	Garbage (renew 1/1/2022)	7%	7%
	Gas (12/31/2045)	5%	5%
	Telephone (per access line set by PUC May 1st)		
	Category 1	\$ 0.75	\$ 0.79
	Category 2	\$ 1.61	\$ 1.68
	Category 3	\$ 2.42	\$ 2.53
	Garage Sale Permits:		
	Prior to Garage Sale	\$ 3.00	\$ 3.00
	Day of Garage Sale	\$ 5.00	\$ 5.00
	Returned Check Fee	\$ 30.00	\$ 30.00
	Late Charge Past Due Date (gross billing)	10%	10%
	Credit Card Process Fee-Development Services only	0%	0%
	Electronic Check Fee-Development Services only	\$ 2.00	\$ 2.00
302 MUNICIPAL COURT – As Set by Municipal Court Judge			
501 LEISURE SERVICES			
	Gymnasium Rental:		
	(No rentals will be permitted past 11:00 pm)		
	4 hour rental	\$ 250.00 *	\$ 100.00 *
	4 hour rental Non-Resident	\$ 275.00 *	\$ 275.00 *
	8 hour rental	\$ 450.00 *	\$ 200.00 *
	8 hour rental Non-Resident	\$ 500.00 *	\$ 500.00 *
	* (SPARD has all rights to concessions)		
	Per Hour	\$ 25.00	\$ 25.00
	Per Hour Non-Resident	\$ 30.00	\$ 30.00
	For games/hour	\$ 50.00	\$ 50.00
	Table rental each per day	\$ 4.00	\$ 4.00
	Table rental each per day Non-Resident	\$ 5.00	\$ 5.00
	Chair rental each per day	\$ 1.00	\$ 2.00
	Chair rental each per day Non-Resident	\$ 1.50	\$ 1.50

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
501 LEISURE SERVICES continued			
	Portable bleacher rental per bleacher (per event)	\$ 25.00	\$ 25.00
	Portable bleacher rental per bleacher (per event) Non-Resident	\$ 30.00	\$ 30.00
Small Pavilion & Century Park Rental:			
	Refundable Deposit	\$ 50.00	\$ 50.00
	Half Day (4 hours) Must be done before 2pm	\$ 75.00	\$ 75.00
	Half Day (4 hours) Must be done before 2pm Non-Resident	\$ 85.00	\$ 85.00
	Full Day (8 hours)	\$ 150.00	\$ 150.00
	Full Day (8 hours) Non-Resident	\$ 165.00	\$ 165.00
Large Pavilion:			
	Refundable Deposit	\$ 50.00	\$ 50.00
	Half Day (4 hours) Must be done before 2pm	\$ 150.00	\$ 150.00
	Half Day (4 hours) Must be done before 2pm Non-Resident	\$ 165.00	\$ 165.00
	Full Day (8 hours)	\$ 300.00	\$ 300.00
	Full Day (8 hours) Non-Resident	\$ 330.00	\$ 330.00
Bosque River Trail:			
	Refundable Deposit	\$ 50.00	\$ 50.00
	Half Day (4 hours)	\$ 150.00	\$ 150.00
	Half Day (4 hours) Non-Resident	\$ 165.00	\$ 165.00
	Full Day (8 hours)	\$ 300.00	\$ 300.00
	Full Day (8 hours) Non-Resident	\$ 330.00	\$ 330.00
<i>Facility Usage forms must be submitted a minimum of 2 weeks before requested event.</i>			
<i>All SPARD schedules are accommodated first.</i>			
Campground Fees & RV Hook-Up:			
	Per Night	\$ 25.00	\$ 25.00
	Per Night Non-Resident	\$ 30.00	\$ 30.00
	Senior Citizens (55 or older)	\$ 20.00	\$ 20.00
	Senior Citizens (55 or older) Non-Resident	\$ 22.00	\$ 22.00
	Dump code	\$ 20.00	\$ 20.00
	Dump code Non-Resident	\$ 22.00	\$ 22.00
Birdsong Amphitheater:			
	Half Day (4 hours - complete before 2 pm)	\$ 200.00	\$ 200.00
	Half Day (4 hours - complete before 2 pm) Non-Resident	\$ 220.00	\$ 220.00
	Electrical	\$ 50.00	\$ 50.00
	Electrical Non-Resident	\$ 55.00	\$ 55.00
	Full Day (8 hours)	\$ 350.00	\$ 350.00
	Full Day (8 hours) Non-Resident	\$ 385.00	\$ 385.00
	Electrical	\$ 100.00	\$ 100.00
	Electrical Non-Resident	\$ 110.00	\$ 110.00
	Ticketed events (per ticket sold for event)	\$ 1.00	\$ 1.00
Recreation:			
	Adult League (per team) Men's	\$ 350.00	\$ 400.00
	Adult League (per team) Co-ed	\$ 375.00	\$ 375.00
	Youth League (per team) non-SPARD teams		\$ 400.00

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

DEPARTMENT	DESCRIPTION	Adopted	Proposed
501 LEISURE SERVICES continued			
	Baseball League Fees:		
	T-Ball and Coach Pitch (+Blastball)	\$ 50.00	\$ 75.00
	T-Ball and Coach Pitch Non-Resident	\$ 55.00	\$ 55.00
	8U Baseball Softball	\$ 60.00	\$ 105.00
	8U Baseball Softball Non-Resident	\$ 65.00	\$ 65.00
	10u gfp, 12u gfp	\$ 70.00	\$ 105.00
	10u gfp, 12u gfp Non-Resident	\$ 75.00	\$ 75.00
	10u bb, 12u bb	\$ 70.00	\$ 105.00
	10u bb, 12u bb Non-Resident	\$ 75.00	\$ 75.00
	15u gfp	\$ 70.00	\$ 105.00
	15u gfp Non-Resident	\$ 75.00	\$ 75.00
	15u, bb	\$ 70.00	\$ 105.00
	15u, bb Non-Resident	\$ 75.00	\$ 75.00
	Non Baseball Youth Leagues (per person)	\$ 55.00	\$ 75.00
	Non Baseball Youth Leagues (per person) Non-Resident	\$ 60.00	\$ 60.00
	Late Registration Fee		\$ 25.00
	Youth Programs	\$ 45.00	\$ 45.00
	Youth Programs Non-Resident	\$ 50.00	\$ 50.00
	<i>Registration fees for individual sports may vary depending on participation for each class.</i>		
	Noncompetitive swim	\$ 35.00	\$ 75.00
	Noncompetitive swim Non-Resident	\$ 40.00	\$ 40.00
	Summer competitive swim	\$ 65.00	\$ 105.00
	Summer competitive swim Non-Resident	\$ 70.00	\$ 70.00
	Summer track	\$ 65.00	\$ 105.00
	Summer track Non-Resident	\$ 70.00	\$ 70.00
	After school program (per week)	\$ 35.00	\$ 35.00
	After school program (per week) Non-Resident	\$ 40.00	\$ 40.00
	After school program - Early Release (per day)	\$ 10.00	\$ 15.00
	After school program - Early Release (per day) Non-Resident	\$ 12.00	\$ 12.00
	After school program - Drop In fee (per day)	\$ 6.00	\$ 10.00
	After school program - Drop In fee (per day) Non-Resident	\$ 8.00	\$ 8.00
	No school - program fee	\$ 20.00	\$ 25.00
	No school - program fee Non-Resident	\$ 25.00	\$ 25.00
	School Break Camps - program fee (per week)	\$ 95.00	\$ 105.00
	School Break Camps - program fee (per week) Non-Resident	\$ 100.00	\$ 100.00
	After school program - late pickup penalty	\$ 5.00	\$ 5.00
	Archery (per session)	\$ 30.00	\$ 30.00
	Archery (per session) Non-Resident	\$ 35.00	\$ 35.00
	Noncompetitive Golf (per season - Spring & Summer)	\$ 50.00	\$ 50.00
	Noncompetitive Golf (per season - Spring & Summer) Non-Resident	\$ 55.00	\$ 55.00
	Competitive Golf (Summer)	\$ 60.00	\$ 60.00
	Competitive Golf (Summer) Non-Resident	\$ 65.00	\$ 65.00
	Cheer	\$ 55.00	\$ 55.00
	Cheer Non-Resident	\$ 60.00	\$ 60.00
	Sibling discount (Must reside in same household)	\$ (10.00)	\$ (10.00)
	Field Rental - Per Field Per Day	\$ 200.00	\$ 250.00
	Field Rental - Per Field Per Day Non-Resident	\$ 220.00	\$ 220.00

Ballfields may be rented April through September for tournaments.

SPARD reserves all concession rights.

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
501 LEISURE SERVICES continued			
	Temporary Fence 8 hours	\$ 75.00	\$ 75.00
	Temporary Fence 8 hours Non-Resident	\$ 85.00	\$ 85.00
	Temporary Fence Tournaments	\$ 125.00	\$ 125.00
	Temporary Fence Tournaments Non-Resident	\$ 140.00	\$ 140.00
	Field lighting (per hour) league teams	\$ 10.00	\$ 10.00
	Field lighting (per hour) league teams Non-Resident	\$ 20.00	\$ 20.00
	Field lighting (per hour) non-league teams	\$ 20.00	\$ 20.00
	Field lighting (per hour) non-league teams Non-Resident	\$ 30.00	\$ 30.00
	Field Rental per hour (Field is not game ready)	\$ 50.00	\$ 50.00
	Field Rental per hour (Field is not game ready) Non-Resident	\$ 60.00	\$ 60.00
	Field Rental per hour (Game ready-field worked once per day)	\$ 150.00	\$ 150.00
	Field Rental per hour (Game ready-field worked once per day) Non-Resident	\$ 165.00	\$ 165.00
	Field Rental School rate (Game ready & scoreboard only)	\$ 300.00	\$ 300.00
	Field Rental School rate (Game ready & scoreboard only) Non-Resident	\$ 330.00	\$ 330.00
	Field Rental School rate (Game ready & scoreboard only – 2 games back to back)	\$ 500.00	\$ 500.00
	Field Rental School rate (Game ready & scoreboard only – 2 games back to back) Non-Resident	\$ 550.00	\$ 550.00
	Tennis Courts per day (all courts-school rate)	\$ 125.00	\$ 125.00
	Tennis Courts per day (all courts-school rate) Non-Resident	\$ 140.00	\$ 140.00
	Tournament Fee	\$ 1,800.00	\$ 2,250.00
Splashville Swimming Pool:			
	Daily Admission (per person)	\$ 6.00	\$ 5.00
	Daily Admission (per person) Non-Resident	\$ 7.00	\$ 7.00
	Ages 2 & under	free	free
	Senior Citizen (65 & Up)/Military Family (Military ID Required)	\$ 3.00	\$ 3.00
	Senior Citizen (65 & Up)/Military Family (Military ID Required) Non-Resident	\$ 4.00	\$ 4.00
	Twilight Fee (2 hours prior to closing)	\$ 2.00	\$ 2.00
	Twilight Fee (2 hours prior to closing) Non-Resident	\$ 3.00	\$ 3.00
	Monday Mania	\$ 3.00	\$ 3.00
	Monday Mania Non-Resident	\$ 4.00	\$ 4.00
	Daily Discount Passes:		
	5-visits	\$ 25.00	\$ 25.00
	5-visits Non-Resident	\$ 30.00	\$ 30.00
	10-visits	\$ 40.00	\$ 40.00
	10-visits Non-Resident	\$ 45.00	\$ 45.00
	20-visits	\$ 75.00	\$ 75.00
	20-visits Non-Resident	\$ 80.00	\$ 80.00
	Unlimited Individual Season Pass	\$ 120.00	\$ 100.00
	Unlimited Individual Season Pass Non-Resident	\$ 125.00	\$ 125.00
	Discounted Individual Season Pass (March 1-May 1)	\$ 80.00	\$ 85.00
	Discounted Individual Season Pass (March 1-May 1) Non-Resident	\$ 85.00	\$ 85.00
	Unlimited Family Pass (family of 4)	\$ 225.00	\$ 200.00
	Unlimited Family Pass (family of 4) Non-Resident	\$ 235.00	\$ 235.00
	Additional family member	\$ 10.00	\$ 25.00
	Additional family member Non-Resident	\$ 20.00	\$ 20.00
	<i>(all family members must reside in the same household)</i>		
	Party Area Rental (Mon-Sat) per tent up to 24 guests	\$ 140.00	\$ 140.00
	Party Area Rental (Mon-Sat) per tent up to 24 guests Non-Resident	\$ 150.00	\$ 150.00
	Noon to 2:00 pm or 3:00 pm to 5:00 pm (Tuesday thru Saturday)		

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
501 LEISURE SERVICES continued			
	Private Party Rental (after hours pool capacity 660 swimmers)	\$ 750.00	\$ 750.00
	Private Party Rental (after hours pool capacity 660 swimmers) Non-Resident	\$ 775.00	\$ 775.00
	Swimming Lessons	\$ 50.00	\$ 50.00
	Swimming Lessons Non-Resident	\$ 60.00	\$ 60.00
501 PARKS AND CEMETERY			
	Cemetery Lots:		
	City Resident	\$ 600.00	\$ 600.00
	Non-City Resident	\$ 750.00	\$ 750.00
	Opening/Closing Equipment Access Fee	\$ 75.00	\$ 75.00
	Park Maintenance Crew per hour fee (minimum 3 hours)	\$ 25.00	\$ 25.00
504 LIBRARY SERVICES			
	Replace Lost Books	Cost of Replacement	Cost of Replacement
	Fines for Late Return (per day)	\$ 0.25	\$ 0.25
	Copy Machine (per copy, self-serve)	\$ 0.15	\$ 0.15
	Late Fee Video Return (per day)	\$ 1.00	\$ 1.00
	Inter-Library Loan (postage)	\$ -	\$ -
	Replacement Card Fee	\$ 2.00	\$ 2.00
402 STREETS SERVICES			
	Street Cuts:		
	Asphalt Surfaces Over Concrete (per sq ft):	\$ 3.75	\$ 3.75
	Asphalt Pavement Replacement for Curb/Gutter Installation	cost	cost
	Brick Surface Over Concrete (per sq ft):	\$ 5.25	\$ 5.25
	Parade Permits:		
	Type A - Less than 50 units	\$ 50.00	\$ 50.00
	Type B - More than 50 units	\$ 100.00	\$ 100.00
	Type C - Motorcades or parades otherwise not classified in "A" or "B". <i>Marches included in this category.</i>	\$ 25.00	\$ 25.00
	Type D - Other events, such as fun runs or walks, which require barricades, cones, or city personnel assistance that are otherwise not classified in "A", "B", or "C".	\$ 50.00	\$ 50.00
	Street Utility Repair Permits:	\$ 25.00	\$ 25.00
	Penalty. In the event any work, for which a permit is required by this chapter, is begun prior to obtaining said permit, the permit fee shall be doubled. The payment of such doubled fee shall not relieve any person from fully complying with the requirements of this chapter in execution of work nor from other penalties prescribed herein.		
506 COMMUNITY CENTER			
	Daily Rental Fee (8 hours)	\$ 150.00	\$ 150.00
	Daily Rental Fee (8 hours) Non-Resident	\$ 165.00	\$ 165.00
	Partial Day (4 hours)	\$ 75.00	\$ 75.00
	Partial Day (4 hours) Non-Resident	\$ 90.00	\$ 90.00
	Set-up of tables and chairs (Optional)	\$ 50.00	\$ 50.00
	Set-up of tables and chairs (Optional) Non-Resident	\$ 60.00	\$ 60.00

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
601 FIRE SERVICES			
	Inspections:		
	Annual Inspection and first reinspection	no charge	no charge
	Annual reinspection 2nd or more	\$ 75.00	\$ 75.00
	Certificate of Occupancy inspection and first reinspection	no charge	no charge
	Certificate of Occupancy reinspection 2nd or more	\$ 75.00	\$ 75.00
	Construction inspection and first reinspection	no charge	no charge
	Construction reinspection 2nd or more	\$ 75.00	\$ 75.00
	Mobile food vendor (annual)	\$ 25.00	\$ 25.00
	State Licensed Facility Annual Inspection	\$ 25.00	\$ 25.00
	After Hours Inspection per hour fee (2-hour minimum)	\$ 100.00	\$ 100.00
	Fire False Alarm Fee (per occurrence after 4 per year)	\$ 300.00	\$ 300.00
	Permits:		
	Burn permit residential	\$50.00	\$50.00
	Burn permit commercial (trench only)	\$100.00	\$100.00
	Fireworks Permit	\$100.00	\$100.00
	Non-Routine Response Fee:		
	Per Unit (per hour)	\$ 70.00 +	\$ 70.00 +
	Firefighter (per hour)	\$ 50.00	\$ 50.00
	Supplies	cost	cost
701 POLICE SERVICES			
	Accident Reports	\$ 6.00	\$ 6.00
	Finger Printing	\$ 5.00	\$ 5.00
	Finger Printing (cards provided by Police Department -2 card max per person)	\$ 10.00	\$ 10.00
	each additional card	\$ 10.00	\$ 10.00
	Offense Reports	\$ 1.00	\$ 1.00
	each additional page after page 50	\$ 0.10	\$ 0.10
	False Alarm Fee (per occurrence after five per year)	\$ 50.00	\$ 50.00
	False Alarm Fee (per occurrence after ten per year)	\$ 100.00	\$ 100.00
	Police Escort (per nonprofit event, except funerals)	\$ 190.00	\$ 190.00
	Solicitation Permit, non-refundable application fee	\$ 25.00	\$ 25.00
	Solicitor Investigation Fee per person (Non Refundable)	\$ 25.00	\$ 25.00
701 ANIMAL CONTROL			
	Dog License:		
	Male	\$ 20.00	\$ 20.00
	Neutered Male	\$ 5.00	\$ 5.00
	Female	\$ 20.00	\$ 20.00
	Spayed Female	\$ 5.00	\$ 5.00
	Guard dog	Bond + \$ 35.00	\$ 35.00
	Dangerous dog	Bond + \$ 50.00	\$ 50.00
	Cat License:		
	Male	\$ 20.00	\$ 20.00
	Neutered Male	\$ 5.00	\$ 5.00
	Female	\$ 20.00	\$ 20.00
	Spayed Female	\$ 5.00	\$ 5.00
	Multiple Dog Permit	\$ 50.00	\$ 50.00
	License Replacement	\$ 5.00	\$ 5.00

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

DEPARTMENT	DESCRIPTION	Adopted	Proposed
701 ANIMAL CONTROL continued			
	Livestock (per year)	Inspection + \$ 25.00	\$ 25.00
	Boarding/Riding Stables (per year)	Inspection + \$ 25.00	\$ 25.00
	Late Fee for Licenses	\$ 5.00	\$ 5.00
	Late Fee for Permits	\$ 10.00	\$ 10.00
	Impoundment Fee (Established and collected by animal shelter)		
801 PLANNING SERVICES			
	Zoning Ordinance	\$ 26.00	\$ 26.00
	Subdivision:		
	Ordinance	\$ 52.00	\$ 52.00
	Specifications	\$ 26.00	\$ 26.00
	Design Standards	\$ 26.00	\$ 26.00
	Zone Change Applications:		
	Acre or Less	\$ 310.00	\$ 310.00
	1.01 to 5 Acres	\$ 415.00	\$ 415.00
	5.01 or More	\$ 515.00	\$ 515.00
	Mapping:		
	City Zoning Map:		
	3ft L x 5ft W	\$ 52.00	\$ 52.00
	2ft L x 3ft W	\$ 31.00	\$ 31.00
	2ft L x 3ft W	\$ 31.00	\$ 31.00
	11in L x 17in W	\$ 21.00	\$ 21.00
	City Limits and Street Map:		
	3ft L x 5ft W	\$ 31.00	\$ 31.00
	2ft L x 3ft W	\$ 26.00	\$ 26.00
	2ft L x 3ft W	\$ 16.00	\$ 16.00
	11in L x 17in W	\$ 6.00	\$ 6.00
	Parkland Dedication (In-lieu of) Per Dwelling Unit:		
	Per single-family dwelling unit	\$ 825.00	\$ 825.00
	Per dwelling unit for duplex, townhome, condominium, apts.	\$ 415.00	\$ 415.00
	Board of Adjustment Applications	\$ 210.00	\$ 210.00
	Subdivision Filing Fees:		
	Preliminary Plat (per plat)	\$ 250.00	\$ 250.00
	Preliminary Plat (per lot)	\$ 11.00	\$ 25.00
	Final Plat (per plat)	\$ 250.00	\$ 250.00
	Final Plat (per lot)	\$ 11.00	\$ 25.00
	Replat (per plat)	\$ 210.00	\$ 210.00
	Site Development Plan (per plan)	\$ 210.00	\$ 210.00
	<i>(water, sewer, streets, storm drain engineering review)</i>		
	Comprehensive Plan	\$ 105.00	\$ 105.00
	Subdivision Waiver Request (per item)	\$ 210.00	\$ 210.00
801 INSPECTION SERVICES			
	Food Service Permit:		
	Annual Inspection:	\$ 260.00	\$ 308.00
	Administrative fee	\$ 50.00	
	Contractor fee	\$ 258.00	

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
801 INSPECTION SERVICES continued			
	Pre-opening:	\$ 129.00	\$ 153.00
	Administrative fee	\$ 24.00	
	Contractor fee	\$ 129.00	
	Complaint	\$ 105.00	\$ 105.00
	Re-inspection	\$ 100.00	\$ 100.00
	Temporary Mobile food-Inspection permit special event per day	\$ 37.00	\$ 37.00
	Mobile Home Park License:		
	Per Park	\$ 250.00	\$ 250.00
	Per Lot	\$ 25.00	\$ 25.00
	Mobile Home Inspection	\$ 26.00	\$ 50.00
	Multi-family Inspection per unit	\$ 13.00	\$ 50.00
	Inspections outside of normal business hours (per hour)	\$ 52.00	\$ 52.00
	Certificate of Occupancy	\$ 100.00	\$ 100.00
	Re-inspection Fee for 2nd or more re-inspections		\$ 50.00
	Sign permit inspection fee temporary	\$ 26.00	\$ 26.00
	Sign permit inspection fee permanent	\$ 100.00	\$ 100.00
	Right of Way Permits		\$ 50.00
	Accessory Building Permit:		
	Flat Fee up to 300 square feet		\$ 100.00 +
	Additional cost per square foot over 300 square feet		\$ 0.25
	Non-compliant RPZ fee		\$ 75.00
801 BUILDING PERMIT FEE SCHEDULE			
	Residential Building Permit Fees (Single Family, Duplex, Townhomes):		
	Flat Fee per Dwelling unit	\$ 464.00 +	\$ 464.00 +
	Plus additional cost per square ft.	\$ 0.42	\$ 0.42
	Residential Remodel Fees:		
	Flat Fee up to 1200 square ft.	\$ 258.00 +	
	Minimum		\$ 100.00 +
	Plus cost per square foot		\$ 0.30
	Plus additional cost per 100 square ft.	\$ 26.00	
	Multi-family Building Permit Fees:		
	Flat Fee per Dwelling unit	\$ 464.00 +	\$ 464.00 +
	Plus additional cost per square ft.	\$ 0.31	\$ 0.31
	Commercial Building Permit Fees:		
	Value \$1 to \$500—flat fee	\$ 26.00	\$ 26.00
	Value \$501 to \$2,000, minimum	\$ 25.00 +	\$ 25.00 +
	pro-rated for each \$100 above \$500	\$ 4.00	\$ 4.00
	Value \$2,001 to \$25,000, minimum	\$ 73.00 +	\$ 73.00 +
	pro-rated for each \$1,000 above \$2,000	\$ 15.00	\$ 15.00
	Value \$25,001 to 50,000, minimum	\$ 404.00 +	\$ 404.00 +
	pro-rated for each \$1,000 above \$25,000	\$ 11.00	\$ 11.00
	Value \$50,001 to \$100,000, minimum	\$ 662.00 +	\$ 662.00 +
	pro-rated for each \$1,000 above \$50,000	\$ 8.00	\$ 8.00
	Value \$100,001 to \$500,000, minimum	\$ 1,022.00 +	\$ 1,022.00 +
	pro-rated for each \$1,000 above \$100,000	\$ 7.00	\$ 7.00
	Value \$500,001 to \$1,000,000, minimum	\$ 3,494.00 +	\$ 3,494.00 +
	pro-rated for each \$1,000 above \$500,000	\$ 6.00	\$ 6.00

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
801 BUILDING PERMIT FEE SCHEDULE	continued		
	Value \$1,000,001 and up, minimum	\$ 6,069.00 +	\$ 6,069.00 +
	pro-rated for each \$1,000 above \$1,000,000	\$ 5.00	\$ 5.00
	Demolition Permit	\$ 26.00	\$ 100.00
	Structure Relocation Permit/ House Moving Permit	\$ 75.00	\$ 75.00
801 ELECTRICAL PERMIT FEES			
	Issuance fee for each permit	\$ 35.00	\$ 50.00
	Additional permit fees:		
	Installation of Service:		
	Up to 600 volts (residential)	\$ 7.00	\$ 7.00
	Up to 600 volts (commercial)	\$ 13.00	\$ 13.00
	Over 600 volts (residential or commercial)	\$ 18.00	\$ 18.00
	Solar Panel Installation	\$ 65.00	\$ 65.00
	Equipment Motors:		
	0 to 10 Hp	\$ 4.00	\$ 4.00
	11 to 50 Hp	\$ 5.00	\$ 5.00
	50 to 100 Hp	\$ 6.00	\$ 6.00
	Over 100 Hp	\$ 7.00	\$ 7.00
	Appliances	\$ 4.00	\$ 4.00
	Swimming Pools	\$ 9.00	\$ 9.00
	Other	\$ 5.00	\$ 5.00
	Re-inspection Fee	\$ 26.00	\$ 50.00
	License Reciprocation Letter	\$ 7.00	\$ 7.00
	<i>Penalty . In the event any work, for which a permit is required by this chapter, is begin prior to obtaining said permit, the permit fee shall be doubled. The payment of such doubled fee shall not relieve any person from fully complying with the requirements of this chapter in execution of work nor from other penalties prescribed herein.</i>		
801 PLUMBING PERMIT AND LAWN SPRINKLER FEES			
	Issuance fee for each permit	\$ 35.00	\$ 50.00
	Fee for each fixture or opening to receive waste	\$ 4.00	\$ 4.00
	Building Sewer	\$ 6.00	\$ 6.00
	Water Heater	\$ 4.00	\$ 4.00
	Gas Piping Systems	\$ 5.00	\$ 5.00
	Gas System Test	\$ 5.00	\$ 5.00
	Industrial Waste Pre-Treatment Interceptor	\$ 7.00	\$ 7.00
	Water Service Line	\$ 5.00	\$ 5.00
	Installation, alteration and repair of water piping or water treating	\$ 4.00	\$ 4.00
	Repair or alteration and repair of water piping or water treating	\$ 4.00	\$ 4.00
	Repair or alteration of drainage or vent piping	\$ 4.00	\$ 4.00
	Lawn Sprinkler System	\$ 4.00	\$ 4.00
	Grease or Sand Trap	\$ 7.00	\$ 7.00
	Other	\$ 5.00	\$ 5.00
	Re-inspection Fee	\$ 26.00	\$ 50.00
801 MECHANICAL PERMIT FEES			
	Issuance fee for each permit	\$ 50.00	\$ 50.00
	Re-inspection Fee	\$ 75.00	\$ 75.00

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
801 PLAN REVIEW FEE SCHEDULE			
	Commercial and Multi-Family:		
	Value \$1 to \$10,000 - flat fee	\$ 52.00	\$ 52.00
	Value \$10,001 to \$25,000	\$ 73.00 +	\$ 73.00 +
	pro-rated for each \$1000 above \$10,000	\$ 6.00	\$ 6.00
	Value \$25,001 to 50,000, minimum	\$ 158.00 +	\$ 158.00 +
	pro-rated for each \$1,000 above \$25,000	\$ 4.00	\$ 4.00
	Value \$50,001 to \$100,000, minimum	\$ 259.00 +	\$ 259.00 +
	pro-rated for each \$1,000 above \$50,000	\$ 3.00	\$ 3.00
	Value \$100,001 to \$500,000, minimum	\$ 400.00 +	\$ 400.00 +
	pro-rated for each \$1,000 above \$100,000	\$ 3.00	\$ 3.00
	Value \$500,001 to \$1,000,000, minimum	\$ 1,302.00 +	\$ 1,302.00 +
	pro-rated for each \$1,000 above \$500,000	\$ 2.00	\$ 2.00
	Value \$1,000,001 and up, minimum	\$ 2,255.00 +	\$ 2,255.00 +
	pro-rated for each \$1,000 above \$1,000,000	\$ 2.00	\$ 2.00
	Single Family Residential:		
	0 - 1,500 square feet	\$ 809.00	\$ 809.00
	1,501 - 10,000 square feet	\$ 809.00 +	\$ 809.00 +
	pro-rated for each additional square foot above 1,500	\$ 0.36	\$ 0.36
	10,001 square feet and up	\$ 3,873.00 +	\$ 3,873.00 +
	pro-rated for each additional square foot above 10,000	\$ 0.16	\$ 0.16
	Fire Code Plan Review (Fire Alarm and Sprinkler System):		
	Commercial and Multi-Family:		
	Value Up to \$6,250	\$ 210.00	\$ 210.00
	Value \$6,251 to \$250,000	\$ 310.00	\$ 310.00
	Value \$251,001 to \$500,000	\$ 438.00	\$ 438.00
	Value \$500,001 to \$1,000,000	\$ 567.00	\$ 567.00
	Value \$1,000,001 to \$3,000,000	\$ 825.00	\$ 825.00
	Value \$3,000,001 to \$6,000,000	\$ 1,236.00	\$ 1,236.00
	Value \$6,000,001 and up	\$ 2,400.00 +	\$ 2,400.00 +
	pro-rated for each \$1,000 above \$6,000,000	\$ 0.40	\$ 0.40
	Single Family Residential:		
	Flat fee	\$ 181.00	\$ 181.00
	(Fees include one permit, one field inspection, and plan review)		
	Public Works Plan Review:		
	Street, Water, Sewer, and Storm Infrastructure Review	at cost	at cost
801 CODE ENFORCEMENT SERVICES			
	Health and Sanitation Administrative Fees:		
	First Violation	\$ 95.00	\$ 95.00
	Second Violation	\$ 145.00	\$ 145.00
	Third Violation	\$ 195.00	\$ 195.00
	Code Enforcement Mowing:		
	Labor per hour	\$25.00	\$ 25.00
	Edger per hour	\$ 7.00	\$ 7.00
	Blower per hour	\$ 4.00	\$ 4.00
	Trimmer per hour	\$ 4.00	\$ 4.00
	Chainsaw per hour	\$ 9.00	\$ 9.00
	Push Mower per hour	\$ 12.00	\$ 12.00

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
801 CODE ENFORCEMENT SERVICES continued			
	Zero Turn Mower per hour	\$ 26.00	\$ 26.00
	Trailer per hour	\$ 16.00	\$ 16.00
	Tractor per hour	\$ 73.00	\$ 73.00
	Truck per hour	\$ 29.00	\$ 29.00
001 WATER FUND			
Water Rates:			
Residential Rates:			
Minimum Bill (0 gallons used)			
	5/8 inch and ¾ inch meter	\$ 13.89	\$ 14.03
	1 inch	\$ 28.65	\$ 28.94
	1 ½ inch	\$ 58.96	\$ 59.55
	2 inch	\$ 101.39	\$ 102.40
	3 inch	\$ 222.61	\$ 224.84
	4 inch and larger	\$ 392.32	\$ 396.24
	Plus Volume Charge—per 1,000 gallons	\$ 5.06	\$ 5.11
Commercial Rates:			
	5/8 inch and ¾ inch meter	\$ 19.44	\$ 19.63
	1 inch	\$ 35.55	\$ 35.91
	1 ½ inch	\$ 67.77	\$ 68.45
	2 inch	\$ 111.10	\$ 112.21
	3 inch	\$ 234.42	\$ 236.76
	4 inch and larger	\$ 405.52	\$ 409.58
	Plus Volume Charge—per 1,000 gallons	\$ 5.17	\$ 5.22
Institutional Rates:			
	5/8 inch and ¾ inch meter	\$ 19.44	\$ 19.63
	1 inch	\$ 35.55	\$ 35.91
	1 ½ inch	\$ 67.77	\$ 68.45
	2 inch	\$ 111.10	\$ 112.21
	3 inch	\$ 234.42	\$ 236.76
	4 inch and larger	\$ 405.52	\$ 409.58
	Plus Volume Charge—per 1,000 gallons	\$ 5.66	\$ 5.72
Industrial Rates:			
	5/8 inch and ¾ inch meter	\$ 19.44	\$ 19.63
	1 inch	\$ 35.55	\$ 35.91
	1 ½ inch	\$ 67.77	\$ 68.45
	2 inch	\$ 111.10	\$ 112.21
	3 inch	\$ 234.42	\$ 236.76
	4 inch and larger	\$ 405.52	\$ 409.58
	Plus Volume Charge—per 1,000 gallons	\$ 7.28	\$ 7.35
Multifamily Billing:			
	70% of number of living units (per unit)	\$ 9.72	\$ 9.82
	Example: \$12.50 x 12 units x 70% = \$105.00		
	Or 12 units x \$8.75 = \$105.00		
	Plus Volume Charge--per 1,000 gallons	\$ 5.06	\$ 5.11

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
001 WATER FUND continued			
	Surcharges (May - September):		
	Residential Surcharge per thousand gallon		
	Over 12,000 gallons	\$ -	
	Over 25,000 gallons	\$ 3.33	\$ 3.36
	Over 50,000 gallons	\$ 4.44	\$ 4.48
	Non-Residential Irrigation Only Surcharge per thousand gallon		
	Over 25,000 gallons	\$ 3.33	\$ 3.36
	Over 50,000 gallons	\$ 4.44	\$ 4.48
	Bulk Water Rate per 1,000 gallons		\$ 14.70
	Outside City Limits service established prior to August 16, 2022	115%	115%
	Outside City Limits service established after August 16, 2022	150%	150%
	Outside City Limits Contractor Construction Water	200%	200%
	Customer Deposits:		
	Residential, minimum	\$ 150.00	\$ 150.00
	Residential deposits shall be made either:		
	(a) in cash at the time of making application; or		
	(b) an applicant for residential connection may present a letter of credit from applicant's most recent utility company which represents a satisfactory payment history for at least twelve (12) months preceding the date of application. To be satisfactory, the letter must not indicate that the applicant has been advised of late payment more than two (2) times during the period.		
	(c) Any customer whose account has been active for twelve (12) months and has not been advised of a late payment during that period, shall be entitled to their deposit for utility service being applied to the account balance or refunded by check within thirty (30) days.		
	Commercial	2.5X monthly usage	2.5X monthly usage
	Minimum	\$ 500.00	\$ 500.00
	For commercial connections:		
	(a) a service deposit shall be required which shall be equal to an estimate of the cost of seventy-five (75) days utility service, with a two hundred and fifty dollar (\$250.00) minimum deposit if the location has five (5) or less drains, otherwise, a five hundred dollar (\$500.00) minimum deposit. The amount of the deposit shall be estimated by the utility billing clerks or his or her authorized representative.		

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

DEPARTMENT	DESCRIPTION	Adopted	Proposed
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001 WATER FUND continued

Where billing figures for a comparable establishment are not available to establish the deposit for a commercial connection, the utility billing clerks shall estimate a two-month billing based upon information received from the applicant. The utility office shall review the estimate and within the first three months make the appropriate adjustment in the deposit amount.

(b) Commercial deposits shall be made in cash. The Director of Finance or his or her authorized representative may authorize an alternative method of deposit for commercial accounts on a case by case basis.

(c) When and if it is found that the deposit required and is collected in accordance with the above schedule is not sufficient to protect the City from losses that may occur over a period of two and a half (2.5) months, the Director of Finance may, at his or her discretion, require an additional cash deposit, or may require an additional deposit if for any reason the amount of the deposit becomes less than the originally required under the schedules hereinabove set forth.

(d) an applicant for commercial connection may present a letter of credit from applicant’s most recent utility company which represents a satisfactory payment history for at least twelve (12) months preceding the date of application. To be satisfactory, the letter must not indicate that the applicant has been advised of late payment more than two (2) times during the period.

A customer with an existing account established before October 1, 2005, will not be required to establish an additional deposit unless and until the customer’s service is terminated for non-payment. In that event, the deposit requirements of this section will apply.

Basic Service Charges:

Connection Fee	\$	20.00	\$	20.00
Transfer Fee	\$	20.00	\$	20.00
After 4:00 p.m. or weekends (additional)	\$	40.00	\$	40.00
Damaged Meter Charge		cost		cost
Fire Hydrant Meter Deposit	\$	1,200.00	\$	1,200.00
Fire Hydrant Meter Set Fee	\$	25.00	\$	25.00
Fire Hydrant Meter Relocation Fee	\$	25.00	\$	25.00
Meter Reset Fee to Existing Location	\$	25.00	\$	25.00
Non-Pay Reconnect Fee	\$	30.00	\$	30.00
Check Read (each, after two free annually)	\$	10.00	\$	10.00
Temporary Service (72 hours)	cost + \$	20.00	\$	20.00

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

DEPARTMENT	DESCRIPTION	Adopted	Proposed
001 WATER FUND continued			
	Temporary Cut-Off for Repair	\$ 20.00	\$ 20.00
	Leak Test (each, after two free annually)	\$ 10.00	\$ 10.00
	Tampering Fee	\$ 75.00	\$ 75.00
	Water Meter Relocation Fee	At Cost: \$300 Min.	Cost: \$300 Min.
	Water Tap Charges:		
	5/8 inch and ¾ inch taps	\$ 733.26	\$ 740.59
	1 inch tap	\$ 907.99	\$ 917.07
	1 ½ inch tap	\$ 1,450.36	\$ 1,464.86
	2 inch tap	\$ 1,968.49	\$ 1,988.17
	Water Tap Charges do not include street repair.	at cost	
	<i>See 402 "Streets Services"</i>		
	Water Meter Test Fee (per each, up to 1-inch dia.)	\$ 50.00	\$ 50.00
	The City provides residential and commercial meters up to 1-inch diameter. The cost of city-approved water meters larger than 1-inch shall be borne by the developer. Contact Customer Service for an "at-		
012 SEWER FUND			
	Sewer Rates:		
	Residential Rates:		
	Minimum Bill (0 gallons used)	\$ 14.43	\$ 16.16
	Plus Volume Charge--per 1,000 gallons	\$ 5.14	\$ 5.76
	12,000 gallon minimum on sewer services that do not have corresponding water service		
	Commercial Rates:		
	Minimum Bill (0 gallons used)	\$ 21.95	\$ 24.58
	Plus Volume Charge--per 1,000 gallons	\$ 6.20	\$ 6.94
	Institutional Rates:		
	Minimum Bill (0 gallons used)	\$ 21.95	\$ 24.58
	Plus Volume Charge--per 1,000 gallons	\$ 6.59	\$ 7.38
	Industrial Rates:		
	Minimum Bill (0 gallons used)	\$ 21.95	\$ 24.58
	Plus Volume Charge--per 1,000 gallons	\$ 7.21	\$ 8.08
	Multifamily Billing:		
	70% of Number of Living Units (per unit)	\$ 10.10	\$ 11.31
	Example: \$11.00 x 12 units x 70% = \$92.40		
	Or 12 units x \$7.70 = \$92.40		
	Plus Volume Charge—per 1,000 gallons	\$ 5.14	\$ 5.76
	Residential Winter Months Averaging (Dec, Jan, Feb)		
	Outside City Limits	115%	115%
	Sewer Tap:		
	4-inch tap	\$ 564.48	\$ 632.22
	6-inch tap	\$ 674.24	\$ 755.15
	Man-Hole	cost	cost
	Sewer Tap Charges do not include street repair.	at cost	at cost
	<i>See 402 "Streets Services"</i>		
	Charges for Industrial Pretreatment:		
	Compliance Sampling (in house):		
	BOD (per pound)	\$ 0.018	\$ 0.018
	TSS (per pound)	\$ 0.17	\$ 0.17

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
050 STORMWATER DRAINAGE			
	Single Family Residential Properties (per property/per month):		
	0 to 5,000 sq. ft.	\$ 3.00	\$ 3.00
	5,001 to 21,780 sq. ft.	\$ 4.00	\$ 4.00
	Over 21,780 sq. ft.	\$ 5.00	\$ 5.00
	Commercial and all other properties (per property/per month):		
	Equivalent Residential Units (ERU):		
	ERU=LAND AREA (sq. ft.) div by 6,000 sq.ft		
	DETAINED ERU	\$ 4.00	\$ 4.00
	UNDETAINED ERU	\$ 6.80	\$ 6.80
	UNDEVELOPED	Exempt	Exempt
	Floodplain Development:		
	Floodplain Development Permit Fee	\$ 100.00	\$ 100.00
030 SANITATION SERVICES (Waste Connections) effective 04/01/2023			
	Garbage Rates:		
	Residential:		
	2X per week	\$ 13.97	\$ 13.97
	extra pickup	\$ 6.98	\$ 6.98
	Commercial:		
	1X per week	\$ 22.68	\$ 22.68
	extra pickup	\$ 11.59	\$ 11.59
	2 yard:		
	1X per week	\$ 78.55	\$ 78.55
	2X per week	\$ 132.01	\$ 132.01
	3X per week	\$ 185.48	\$ 185.48
	extra pick up	\$ 49.55	\$ 49.55
	3 yard:		
	1X per week	\$ 107.29	\$ 107.29
	2X per week	\$ 143.83	\$ 143.83
	3X per week	\$ 219.33	\$ 219.33
	4X per week	\$ 288.27	\$ 288.27
	5x per week	\$ 357.17	\$ 357.17
	extra pick up	\$ 58.70	\$ 58.70
	4 yard:		
	1X per week	\$ 117.70	\$ 117.70
	2X per week	\$ 169.15	\$ 169.15
	3X per week	\$ 297.64	\$ 297.64
	4X per week	\$ 401.04	\$ 401.04
	5x per week	\$ 504.44	\$ 504.44
	6X per week	\$ 607.82	\$ 607.82
	extra pick up	\$ 66.83	\$ 66.83
	6 yard:		
	1X per week	\$ 139.48	\$ 139.48
	2X per week	\$ 210.95	\$ 210.95
	3X per week	\$ 368.14	\$ 368.14
	4X per week	\$ 493.47	\$ 493.47
	5x per week	\$ 618.81	\$ 618.81
	6X per week	\$ 745.95	\$ 745.95
	extra pick up	\$ 83.10	\$ 83.10

CITY OF STEPHENVILLE

FY 2023-2024 FEE SCHEDULE BY DEPARTMENT

<u>DEPARTMENT</u>	<u>DESCRIPTION</u>	<u>Adopted</u>	<u>Proposed</u>
030 SANITATION SERVICES (Waste Connections) effective 04/01/2023 continued			
	8 yard:		
	1X per week	\$ 157.64	\$ 157.64
	2X per week	\$ 288.64	\$ 288.64
	3X per week	\$ 428.76	\$ 428.76
	4X per week	\$ 572.53	\$ 572.53
	5x per week	\$ 720.67	\$ 720.67
	6X per week	\$ 866.64	\$ 866.64
	extra pick up	\$ 99.16	\$ 99.16
	Locks for Commercial Dumpsters	\$ 11.93	\$ 11.93
	Damaged/unserviceable container fee minimum (not to exceed replacement cost)		\$ 65.00
	<i>Fuel Surcharge . Each month a fuel surcharge is added to the water bills based upon the average fuel cost incurred by Waste Connections in providing service to the City.</i>		
030 LANDFILL			
	Regular Rate Gate Fees:		
	Minimum (Up to 800 lbs.)	\$ 25.00	\$ 25.00
	Per Ton	\$ 60.00	\$ 65.00
	Inadequate Containment	Fee Doubled	Fee Doubled
	Truck Tire	\$ 15.00	\$ 15.00
	Tractor Tire	\$ 50.00	\$ 50.00
	Non-truck/tractor Tires	\$ 5.00	\$ 5.00
	Pull Off (Per Each)	\$ 25.00	\$ 25.00
	Pull Out (Per Each)	\$ 100.00	\$ 100.00
	Battery Boost Off (Per Each)	\$ 25.00	\$ 25.00
	Woodchip Mulch (Per Cubic Yard)	\$ 10.00	\$ 10.00
	After Hours Fee	Fee +10%	Fee +10%
	Minimum	\$ 20.00	\$ 20.00
040 AIRPORT			
	Airport Hangars (per month):		
	North side	\$ 150.00	\$ 150.00
	South side	\$ 200.00	\$ 200.00
	Small Corner	\$ 225.00	\$ 225.00
	Large Corner	\$ 250.00	\$ 250.00
	New Airport Hangars (per month):		
	Small	\$ 225.00	\$ 225.00
	Large	\$ 265.00	\$ 265.00
	Commercial	\$ 1,280.00	\$ 1,280.00
	Monthly Aircraft Tie down/Parking	\$ 20.00	\$ 20.00
	Fuel Tax (per gallon)	\$ 0.06	\$ 0.06
	Commercial Land Lease (per square foot)	\$ 0.11	\$ 0.11
	A 10% discount is available if twelve months of rent (October through September) are paid by October 31st.		

STAFF REPORT

SUBJECT: Harbin Drive Improvements Project – Change Orders
MEETING: Public Works Committee Meeting – 19 SEP 2023
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends approval of Change Orders 4, 5, and 6 to the contract with Jay Mills Contracting, Inc. for the Harbin Drive Improvements Project in the amount of \$130,706.

BACKGROUND:

On October 4, 2021, the City of Stephenville awarded the above referenced project to Jay Mills Contracting, Inc. for the Base Bid plus Bid Alternate #1, for concrete pavement, in the total amount of \$10,097,474.50.

The project includes the reconstruction of Harbin Drive from Washington Street to the Northwest Loop. The existing roadway is being reconstructed with concrete paving, curb and gutter, and sidewalks. Storm drainage infrastructure is being installed and existing water and sewer lines are being replaced.

PROJECT:

Below are summaries of Change Orders #1-6.

- Change Order #1: \$24,970.79
 - Adjustments to reflect lowering an existing 12-inch waterline at Swan, instead of an 8-inch, as originally shown.
- Change Order #2: \$11,620.00
 - Realignment of approximately 560 feet of existing sanitary sewer through the cemetery due to a conflict with the regraded drainage channel alignment not originally identified during the design phase.
 - Overruns were applied to existing pay items in the amount of \$106,265.00 for a total change order impact of \$117,885.
- Change Order #3: \$534,397.50
 - Realignment of the storm drain and existing well line from Tarleton Street to Turner Street as requested by Tarleton State University (TSU) to accommodate construction of a Convocation Center.
- Change Order #4: \$54,395.00
 - Additional waterline replacement at Mimosa, Overhill, and Northwest Loop intersections not identified during design phase.
 - Overruns were applied to existing pay items in the amount of \$211,425.00 for a total change order impact of \$265,820.
- Change Order #5: \$32,187.00
 - Signalization: (- \$183,840.75)
 - Modifications to the traffic signal designs for the signal at Washington and at the signal at Northwest Loop were identified during TxDOT's final review which was completed after construction began.
 - Illumination: \$114,015.75
 - Addition of foundations, conduit, and pull boxes necessary to add street lighting in the medians along Harbin. Oncor to install poles and wiring.
 - Irrigation: \$102,012.00
 - Addition of conduit under pavement to allow for future irrigation line installation in the medians.
- Change Order #6: \$44,123.50
 - Adjustments to reflect installation of concrete pavement with monolithic curb (all one piece) instead of separate curb and gutter, resulting in a minor increase in the cost of additional concrete versus reduced labor and time for construction. Concrete paving within medians as identified in the construction plans.

Additional Overruns: \$186,061

- Overruns to existing line items, in addition to those identified in the change orders above, have been incorporated into the project including:
 - Removal and replacement of additional paving, curb and gutter, and sidewalk due the quantities identified for replacement being insufficient to perform the work.
 - Additional replacement and installation of water mains, service lines, and fire hydrants not originally identified during the design phase.
 - Field modifications due to existing conditions/conflicts found during construction.

FISCAL IMPACT SUMMARY:

Below are tabulations of project costs.

	Total Amount	TSU Reimbursement	City Obligation
Original Contract	\$ 10,097,475	\$ 1,400,000	\$ 8,497,475
TSU MOU No. 2		\$ 200,000	
Approved Change Orders	\$ 570,988	\$ 534,397	\$ 36,591
Pending Change Orders	\$ 130,706		\$ 130,706
Revised Contract	\$ 10,799,169	\$ 2,134,397	\$ 8,664,772
Change Order Overruns	\$ 317,690		\$ 317,690
Additional Overruns	\$ 186,061	\$ 26,054	\$ 160,007
Revised Total with Overruns	\$ 11,302,920	\$ 2,160,451	\$ 9,142,469

The below table shows a summary of project costs.

Change Order	Change Order Amount	Amount Applied To Existing Pay Items	Total
No. 1 (Approved)	\$ 24,971		\$ 24,971
No. 2 (Approved)	\$ 11,620	\$ 106,265	\$ 117,885
No. 3 (Approved)	TSU \$ 534,397		\$ 534,397
Approved CO Subtotal	\$ 570,988		\$ 677,253
No. 4 (Pending)	\$ 54,395	\$ 211,425	\$ 265,820
No. 5 (Pending)	\$ 32,187		\$ 32,187
No. 6 (Pending)	\$ 44,124		\$ 44,124
Pending CO Subtotal	\$ 130,706		\$ 342,131
Additional Overruns		\$ 186,061	\$ 186,061
Total	\$ 701,694	\$ 503,751	\$ 1,205,445

TSU agreed to cover university project costs of \$1.4 million, per Amendment #1 to the Memorandum of Understanding (MOU) executed 1/2/2022. The cost of Change Order #3, in the amount of \$534,397, plus \$200,000 for the original scope of work and \$50,000 in contingency, was authorized for reimbursement by TSU in a MOU Number 2 executed 1/3/2023.

The addition of the approved and pending change order amounts as well as the cost overruns to the original contract amount of \$10,097,475 yields a total contract amount of \$11,302,920 comprised of TSU’s obligation of \$2,160,451 and the city’s obligation of \$9,142,469. Original project funding was appropriated with \$8.5 million in FY21-22 bond proceeds. An additional \$807,000 was allocated from the FY21-22 and FY22-23 Annual Street Maintenance Programs to provide \$9.3 million to cover the cost of overruns for the project. The \$9.3 million currently allocated for the city’s portion of the project leaves a positive balance of \$157,531 to address any additional unknowns encountered in the project.

Staff is also exploring options to incorporate brick in the medians.

Project completion is anticipated in the spring of 2024.

It is recommended that Change Orders 4, 5, and 6 be approved for a revised total contact amount of \$11,302,920.

ATTACHMENTS:

[Change Order #4](#), [Change Order #5](#), [Change Order #6](#)

PROJECT:	Harbin Drive Improvements		
OWNER:	City of Stephenville	OWNER PROJ #	ITB 3299
CONTRACTOR:	Jay Mills Contracting, Inc.	CONTRACTOR #	9377
ENGINEER:	Freese and Nichols, Inc.	ENG. PROJ. #	STE19752

CHANGE ORDER NO.	4	CHANGE ORDER DATE:	11/10/2022
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Change Order Description: Additional utility scope.
 Make following additions/deletions or modifications to work described in the Contract Documents:

	Pay Item	Quantity Change	Unit	Unit Cost	Applied to Pay App	Cost
E-02	12-Inch Waterline (AWWA C900, Class 3, DR-18)	170	LF	\$ 121.00	\$ 20,570.00	
E-03	6-Inch Waterline (AWWA C900, Class 3, DR-18)	817	LF	\$ 90.00	\$ 73,530.00	
E-05	12-Inch Gate Valve	2	EA	\$ 5,950.00	\$ 11,900.00	
E-06	6-Inch Gate Valve	9	EA	\$ 1,650.00	\$ 14,850.00	
E-07	Connection to Existing 12-Inch Waterline	2	EA	\$ 8,000.00	\$ 16,000.00	
E-08	Connection to Existing 6-Inch Waterline	7	EA	\$ 4,800.00	\$ 33,600.00	
E-09	1" Short Water Service Re-Connection	7	EA	\$ 825.00	\$ 5,775.00	
E-10	1" Long Water Service Re-Connection	4	EA	\$ 1,525.00	\$ 6,100.00	
E-11	Fire Hydrant	6	EA	\$ 4,850.00	\$ 29,100.00	
NEW	8-Inch Waterline (AWWA C900, Class 3, DR-18)	75	LF	\$ 120.00		\$ 9,000.00
NEW	Connection to Existing 8-Inch Waterline	2	EA	\$ 6,600.00		\$ 13,200.00
NEW	Remove 8-Inch Waterline	75	LF	\$ 66.00		\$ 4,950.00
NEW	Remove and Relocate Existing Fire Hydrant	2	EA	\$ 1,680.00		\$ 3,360.00
NEW	Additional Cut and Plug Waterline	5	EA	\$ 600.00		\$ 3,000.00
NEW	1-1/2" Water Service at Police Department	1	EA	\$ 2,160.00		\$ 2,160.00
NEW	Remove 12" Waterline	55	LF	\$ 66.00		\$ 3,630.00
NEW	Remove 6" Waterline	100	LF	\$ 66.00		\$ 6,600.00
NEW	Trench Safety (Waterline)	170	LF	\$ 5.50		\$ 935.00
NEW	Extra Long Sewer Service at Bank	60	LF	\$ 78.00		\$ 4,680.00
NEW	6" Cleanout	1	EA	\$ 2,160.00		\$ 2,160.00
NEW	Sewer Service Tees	2	EA	\$ 360.00		\$ 720.00

TOTAL COST APPLIED TO PAY APP:	\$ 211,425.00
TOTAL COST CHANGE ORDER 4:	\$54,395.00

The compensation agreed to upon in this change order is full, complete and final payment for all costs the Contractor may incur as a result of or related to this change whether said costs are known, unknown, foreseen or unforeseen at this time, including without limitation, any cost for delay, extended overhead, ripple or impact cost, or any other affect on changed or unchanged work as a result of this Change Order.

Contract Cost and/or Time Impacts:

Original Contract Amount	\$10,097,474.50
Previously Approved Change Order Amount	\$570,988.29
Adjusted Contract Amount	\$10,668,462.79
Proposed Change Order Amount (this change order)	\$54,395.00
Revised Contract Amount	\$10,722,857.79
Previous Contract Time	660
Previous Substantial Completion Date	10-Nov-23
Previous Final Completion Date	9-Jan-24
Proposed Change in Contract Time (this change order)	
Revised Contract Time	660
Revised Substantial Completion Date	10-Nov-23
Revised Final Completion Date	9-Jan-24

Recommended by:
 FREESE AND NICHOLS, INC.
 By _____ Date _____
 Approved by:
 Jay Mills Contracting, Inc.
 By _____ Date _____
 Approved by:
 City of Stephenville
 By _____ Date _____

PROJECT:	Harbin Drive Improvements		
OWNER:	City of Stephenville	OWNER PROJ #	ITB 3299
CONTRACTOR:	Jay Mills Contracting, Inc.	CONTRACTOR #	9377
ENGINEER:	Freese and Nichols, Inc.	ENG. PROJ. #	STE19752

CHANGE ORDER NO.	5	CHANGE ORDER DATE:	
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Change Order Description: Traffic signal revisions requested by TxDOT and addition of illumination foundations/boxes/conduit
 Make following additions/deletions or modifications to work described in the Contract Documents:

	Pay Item	Quantity Change	Unit	Unit Cost	Cost
Traffic Signals					
G-01	Conduit (PVC)(SCH 40)(3")(Bore)	-221	LF	\$ 59.00	\$ (13,039.00)
G-02	Conduit (PVC)(SCH 40)(3")(Trench)	53	LF	\$ 31.00	\$ 1,643.00
G-03	Conduit (PVC)(SCH 40)(4")(Bore)	155	LF	\$ 62.00	\$ 9,610.00
G-04	Electrical Conductors (No.6)(Bare)	-342	LF	\$ 3.25	\$ (1,111.50)
G-05	Electrical Conductors (No.6)(XHHW)	-52	LF	\$ 3.25	\$ (169.00)
G-06	Tray Cable (8 AWG)(4CNDR)	-335	EA	\$ 3.25	\$ (1,088.75)
G-08	Vehicle Signal Section LED (12")(Green)	-1	EA	\$ 810.00	\$ (810.00)
G-10	Vehicle Signal Section LED (12")(Red)	-1	EA	\$ 810.00	\$ (810.00)
G-12	Vehicle Signal Section LED (12")(Yellow)	-1	EA	\$ 810.00	\$ (810.00)
G-13	Vehicle Signal Section LED (12")(Yellow Arrow)	1	EA	\$ 810.00	\$ 810.00
G-14	Back Plate (12")(1 SEC)	-9	EA	\$ 220.00	\$ (1,980.00)
G-15	Back Plate (12")(3 SEC)	-5	EA	\$ 270.00	\$ (1,350.00)
G-16	Back Plate (12")(4 SEC)	-1	LF	\$ 300.00	\$ (300.00)
G-18	Signal Cable (TY-A, 14 AWG)(2 CNDR)	-2,110	LF	\$ 3.25	\$ (6,857.50)
G-19	Signal Cable (TY-A, 14 AWG)(7 CNDR)	294	LF	\$ 4.50	\$ 1,323.00
G-20	Signal Cable (TY-A, 14 AWG)(16 CNDR)	-483	EA	\$ 6.50	\$ (3,139.50)
G-24	Install of (RPD) Vehicle Detectors	-18	EA	\$12,250.00	\$ (220,500.00)
G-25 (NEW)	Replace Luminaire w/ LED (250W EQ)	3	LF	\$ 775.00	\$ 2,325.00
G-26 (NEW)	Conduit (PVC)(SCH 40)(2")(Bore) (Signal)	90	LF	\$ 56.00	\$ 5,040.00
G-27 (NEW)	Conduit (PVC)(SCH 40)(2")(Trench) (Signal)	84	LF	\$ 25.00	\$ 2,100.00
G-28 (NEW)	Conduit (PVC)(SCH 40)(4")(Trench) (Signal)	20	LF	\$ 34.00	\$ 680.00
G-29 (NEW)	Tray Cable (12 AWG)(4 CNDR)	115	EA	\$ 4.50	\$ 517.50
G-30 (NEW)	Backplates (12")(3 SEC)(Refl Border)(Vented)(Aluminum)	9	EA	\$ 316.00	\$ 2,844.00
G-31 (NEW)	Backplates (12")(4 SEC)(Refl Border)(Vented)(Aluminum)	2	EA	\$ 400.00	\$ 800.00
G-32 (NEW)	Backplates (12")(5 SEC)(Refl Border)(Vented)(Aluminum)	1	EA	\$ 468.00	\$ 468.00
G-33 (NEW)	Electrical Service TY D 120/240 060(NS)SS(E)SP(O)	2	LF	\$ 8,850.00	\$ 17,700.00
G-34 (NEW)	Drill Shaft (TRF SIG POLE) (36 IN)	13	LF	\$ 510.00	\$ 6,630.00
G-35 (NEW)	Drill Shaft (TRF SIG POLE) (48 IN)	22	LF	\$ 595.00	\$ 13,090.00
G-36 (NEW)	Conduit (Prepare) (TxDOT 6027)	468	LF	\$ 3.00	\$ 1,404.00
G-37 (NEW)	Ground Box (Prepare) (TxDOT 6027)	3	EA	\$ 380.00	\$ 1,140.00
Illumination/Irrigation					
NEW	Conduit (PVC)(SCH 40)(2")(Trench) (Irrigation)	2,214	LF	\$ 18.00	\$ 39,852.00
NEW	Conduit (PVC)(SCH 40)(2")(Trench) (Illumination)	2,331	LF	\$ 18.25	\$ 42,540.75
NEW	Conduit (PVC)(SCH 40)(4")(Trench) (Irrigation)	2,220	LF	\$ 28.00	\$ 62,160.00
NEW	Illumination Pole Foundation (Installation Only)	13	EA	\$ 2,110.00	\$ 27,430.00
NEW	Illumination Ground Box	13	EA	\$ 1,965.00	\$ 25,545.00
NEW	Mobilization - Electrical	1	LS	\$18,500.00	\$ 18,500.00

TOTAL COST CHANGE ORDER 5:

\$32,187.00

The compensation agreed to upon in this change order is full, complete and final payment for all costs the Contractor may incur as a result of or related to this change whether said costs are known, unknown, foreseen or unforeseen at this time, including without limitation, any cost for delay, extended overhead, ripple or impact cost, or any other affect on changed or unchanged work as a result of this Change Order.

Contract Cost and/or Time Impacts:

Original Contract Amount	\$10,097,474.50
Previously Approved Change Order Amount	\$625,383.29
Adjusted Contract Amount	\$10,722,857.79
Proposed Change Order Amount (this change order)	\$32,187.00
Revised Contract Amount	\$10,755,044.79
Previous Contract Time	660
Previous Substantial Completion Date	10-Nov-23
Previous Final Completion Date	9-Jan-24
Proposed Change in Contract Time (this change order)	
Revised Contract Time	660
Revised Substantial Completion Date	10-Nov-23
Revised Final Completion Date	9-Jan-24

Recommended by:

FREESE AND NICHOLS, INC.

By _____
Date

Approved by:

Jay Mills Contracting, Inc.

By _____
Date

Approved by:

City of Stephenville

By _____
Date

PROJECT:	Harbin Drive Improvements		
OWNER:	City of Stephenville	OWNER PROJ #	ITB 3299
CONTRACTOR:	Jay Mills Contracting, Inc.	CONTRACTOR #	9377
ENGINEER:	Freese and Nichols, Inc.	ENG. PROJ. #	STE19752

CHANGE ORDER NO.	6	CHANGE ORDER DATE:	
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Change Order Description: Concrete pavement and curb and gutter quantity adjustment to match construction method.

Make following additions/deletions or modifications to work described in the Contract Documents:

	Pay Item	Quantity Change	Unit	Unit Cost	Cost
H-01	8" Reinforced Portland Cement Concrete	6,786	SY	\$ 49.75	\$ 337,603.50
D-05	Concrete Curb and Gutter	-24,360	LF	\$ 22.75	\$ (554,190.00)
NEW	Monolithic Curb	24,360	LF	\$ 9.00	\$ 219,240.00
NEW	Median Concrete Paving (4")	715	SY	\$ 58.00	\$ 41,470.00

TOTAL COST CHANGE ORDER 6:	\$44,123.50
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The compensation agreed to upon in this change order is full, complete and final payment for all costs the Contractor may incur as a result of or related to this change whether said costs are known, unknown, foreseen or unforeseen at this time, including without limitation, any cost for delay, extended overhead, ripple or impact cost, or any other affect on changed or unchanged work as a result of this Change Order.

Contract Cost and/or Time Impacts:

Original Contract Amount	\$10,097,474.50
Previously Approved Change Order Amount	\$657,570.29
Adjusted Contract Amount	\$10,755,044.79
Proposed Change Order Amount (this change order)	\$44,123.50
Revised Contract Amount	\$10,799,168.29
Previous Contract Time	660
Previous Substantial Completion Date	10-Nov-23
Previous Final Completion Date	9-Jan-24
Proposed Change in Contract Time (this change order)	
Revised Contract Time	660
Revised Substantial Completion Date	10-Nov-23
Revised Final Completion Date	9-Jan-24

Recommended by:
 FREESE AND NICHOLS, INC.
 By _____
 Date _____

Approved by:
 Jay Mills Contracting, Inc.
 By _____
 Date _____

Approved by:
 City of Stephenville
 By _____
 Date _____

Public Works
STAFF REPORT



SUBJECT: Eastside Sewer Interceptor – Phase I Project – Change Order
MEETING: Public Works Committee Meeting – 19 SEP 2023
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends approval of Change Order #1 to the contract with MH Civil Constructors, Inc. for the Eastside Sewer Interceptor – Phase I Project in the total amount of \$164,500.

BACKGROUND:

On October 18, 2022, the City of Stephenville awarded the above referenced project to MH Civil Constructors, Inc. for the Base Bid amount of \$22,517,000.

The project includes the installation of approximately three miles of gravity sanitary sewer pipe ranging in size from 4-inch to 48-inch diameter using various installation methods including open-cut trenching, boring, and tunneling. The project spans from the Stephenville Wastewater Treatment Plant northwards to Collins Street along the east side of the Bosque River.

PROJECT:

Change Order #1 is needed for the demolition and removal of an existing subsurface concrete structure in conflict with the sewer alignment. The buried structure was unknown until excavation began for the proposed sewer line.

A transmittal letter from the design engineer at Parkhill is attached with additional details and photographs.

FISCAL IMPACT SUMMARY:

Project funding in the amount of \$22,661,479 was appropriated in FY22-23 from a combination of carryover, America Rescue Plan Act (ARPA) funds, cash reserves, and 2022 bonds. Discussions with the Finance Department confirm the FY22-23 revenues exceed budget projections for utility service charges and are sufficient to cover the change order.

Below are tabulations of project costs.

	Amount
Original Contract	\$ 22,517,000
Change Order No. 1	\$ 164,500
Revised Contract	\$ 22,681,500

It is recommended that Change Order #1 be approved for a revised total contact amount of \$22,681,500 and net increase of 10 contract days. Project completion is anticipated at the end of 2024.

ATTACHMENTS:

- [Change Order #1](#)
- [Parkhill Transmittal Letter](#)

PROJECT: Eastside Sewer Interceptor - Phase I
 OWNER: City of Stephenville
 CONTRACTOR: MH Civil Constructors, Inc.
 ENGINEER: Parkhill Smith & Cooper, Inc.

CHANGE ORDER NO.: 1 CHANGE ORDER DATE: _____

Make following additions/deletions or modifications to work described in the Contract Documents:

Item	Description	Qty.	Unit	Unit Cost	Cost
NEW	Removal of Concrete Structure	10	DAY	\$16,450.00	\$164,500.00

TOTAL COST OF THIS CHANGE ORDER: \$164,500.00

The compensation agreed to upon in this change order is full, complete and final payment for all costs the Contractor may incur as a result of or related to this change whether said costs are known, unknown, foreseen or unforeseen at this time, including without limitation, any cost for delay, extended overhead, ripple or impact cost, or any other affect on changed or unchanged work as a result of this Change Order.

Contract Cost and/or Time Impacts:

	Original Contract Amount	\$22,517,000.00
	Previously Approved Change Order Amount	\$0.00
	Adjusted Contract Amount	\$22,517,000.00
	Proposed Change Order Amount (this change order)	\$164,500.00
	Revised Contract Amount	\$22,681,500.00
	Previous Contract Time	540
	Previous Substantial Completion Date	8-Oct-24
	Previous Final Completion Date	7-Dec-24
	Net Change in Contract Time	10
	Revised Contract Time	550
	Revised Substantial Completion Date	18-Oct-24
	Revised Final Completion Date	17-Dec-24

Recommended by:
 Parkhill Smith & Cooper, Inc.

By _____
Date

Approved by:
 MH Civil Constructors, Inc.

By _____
Date

Approved by:
 City of Stephenville

By _____
Date

August 30, 2023

Mr. Nick Williams, PE
Director of Public Works
City of Stephenville
298 W Washington St.
Stephenville, TX 76401

RE: City of Stephenville Eastside Sewer Interceptor Phase I Project
Proposed Change Order 01

Dear Mr. Williams and Members of City Council:

The purpose of this letter is to provide you with information on the subject Project's required Change Order 01 to better inform you of its review process and added scope. Below is a description of services outlining such details.

This Change Order is due to an unforeseen underground conflict between the proposed sewer line and a large, subsurface concrete structure blocking the alignment. This change order accounts for the labor and time it took the General Contractor, MH Civil Constructors, to completely demolish, remove and stockpile on site the concrete material in the project area. The cost breakdown was per day of demolition, including labor and equipment rental for the water truck, hammer, excavator, and loader as shown in the Change Order General Scope of Work attached from the General Contractor. Costs associated with this change totaled **\$164,500.00** over a total of 10 days for an average cost per day of **\$16,450.00** which is slightly less than the original Change Order cost of **\$17,200.00** per day.

Initially, this Change Order was executed with the cost per day, but not knowing how long the demolition and removal process would take. After conferring with the Owner's field representative on-site coupled with site visits from the Engineer, we believe this time and cost from Change Order 1 is justified for the scope of work it entailed. Attached for your review are photos from the job site outlining the structure and the labor and machinery needed to perform the work.

If you have questions or would like to request additional information, please contact me at 817.633.0434. Thank you for your time and consideration.

Sincerely,

PARKHILL

By 
Ryan Kennerly, PE
Principal

RK/LA/kg

Enclosures

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