



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
John Barnes, Mayor Pro Tem
John Bertini, Councilmember
Clay Brett, Councilmember
Kalie Rainsberger, Councilmember

STAFF

David Beach, City Manager
Loren Smith, Olson & Olson, City Attorney
Tracylynn Garcia, City Secretary

City Council Meeting Agenda

Notice is hereby given of a **Regular Meeting** of the West University Place City Council to be held on **January 26, 2026**, beginning at **6:30 p.m.** in the **Municipal Building, located at 3800 University Boulevard**, for the purpose of considering the agenda of items listed.

The public can attend in-person, by telephone, or via Zoom. **Be advised that the public attending via Zoom will have only the ability to listen to the meeting.**

To attend the meeting via telephonic means, please **call 346-248-7799** or you can join at <https://us02web.zoom.us/j/82135707990>. **The Meeting ID Number is 821 3570 7990.**

Note: All agenda items are subject to action. The City Council reserves the right to meet in a closed session on any agenda item should the need arise and, if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

Violation of the rules of procedure does not invalidate an action unless a point of order is raised before the end of the next regular meeting.

1. Call Meeting to Order

2. Pledge of Allegiance

3. Public Comments

This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items. Speakers are required to register in advance and must limit their presentations to three minutes each. If the topic the speaker wishes to address is on the agenda, the speaker may either speak at this time or defer his/her comments until such time the matter is discussed.

Persons making personal, impertinent, or slanderous remarks may be barred by the presiding officer from further comment before the Council during the meeting. This rule does not prohibit criticism of the City or criticisms of actions or omissions of the City.

4. Poor Farm Ditch Project - South Update

Matters related to providing an update on the Poor Farm Ditch Project. *Recommended Action: Receive update Mr. J. Barnes, Mayor Pro Tem, Mr. J. Bertini, Councilmember and Mr. M. Leech, Director, Public Works* [See Agenda Memo 4]

5. Facilities Utilization Task Force Time Extension

Matters related to an update from the FUTF and for the Task Force to request a time extension. *Recommended Action: Discuss and take any desired action.* **Mr. A. Bishop, Asst. to the City Manager** [See Agenda Memo 5]

6. Stop Signs in West University Place

Matters related to adding additional stop signs in West University Place. *Recommended Action: Discuss and provide feedback.* **Mr. J. Barnes, Mayor Pro Tem, Mr. J. Bertini, Councilmember and Mr. M. Leech, Director, Public Works** [See Agenda Memo 6]

7. 2026 Master Fee Schedule Update

Matters related to approving Resolution No. 2026-01 approving the amendment to the 2026 Master Fee Schedule. *Recommended Action: Approve Resolution No. 2026-01 amending the 2026 Fee Schedule.* **Mr. M Leech, Director, Public Works** [See Agenda Memo 7]

8. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item in question will be removed from the Consent Agenda and be considered in its normal sequence on the agenda.

A. City Council Minutes

Matters related to approving the City Council Minutes of January 12, 2026. *Recommended Action: Staff recommends City Council approve the Minutes of January 12, 2026, meeting.* **Ms. T. Garcia, City Secretary** [See Agenda Memo 8A]

B. Quarterly Investment Report

Matters related to the December 2025 Quarterly Investment Report. *Recommended action: Staff recommends the City Council accept the City's December 2025 Quarterly Investment Report.* **Ms. M. Kalka, Finance Director** [See Agenda Memo 8B]

9. Recess Regular Meeting and Convene Executive Session

City Council will recess to convene an executive session to deliberate the employment, evaluation and duties of a public officer or employee, to wit: City Manager.

10. Adjourn Executive Session

Matters related to any action resulting from Executive Session deliberations.

11. Adjourn Regular Meeting

In compliance with the Americans with Disabilities Act, if you plan to attend this public meeting and you have a disability that requires special arrangements, please contact City Secretary Tracylynn Garcia at 713.662.5813 at least 3 business days prior to the meeting so that reasonable accommodations can be made to assist in your participation in the meeting. The Council Chambers is accessible by wheelchair from the west entrance and specially marked parking spaces are available in the southwest parking area.

I certify that this notice and agenda of items to be considered by the West University Place City Council on January 26, 2026, was posted on the Municipal Building bulletin board on January 20, 2026, by 6:30 p.m.

Attest:

Tracylynn Garcia, TRMC, MMC, CPM
City Secretary



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	01.26.2026	Agenda Item	4
Approved by City Manager	Yes	Presenter(s)	J. Barnes, Mayor Pro-Tem J. Bertini, Councilmember M. Leech, Director
Reviewed by City Attorney	Yes	Department	City Council Public Works
Subject	Poor Farm Ditch Project – South Update		
Attachments	N/A		
Financial Information	Expenditure Required:		Not Applicable
	Amount Budgeted:		Not Applicable
	Account Number:		Not Applicable
	Additional Appropriation Required:		Not Applicable
	Additional Account Number:		Not Applicable

Executive Summary

The City Council requested staff to provide an update on the current progress of the Harris County Flood Control District's (HCFCD) Poor Farm Ditch reconstruction project.

The requested discussion topics are as follows:

1. Update as to status of Poor Farm Ditch (South), including status of efforts to identify encroachments and affected homeowners.
2. Update concerning development of communications plan concerning Poor Farm Ditch (South) for dissemination to residents.
3. Discussion regarding requests to HCFCD for opportunities for Council & staff to walk the project with City engineers; and review and provide comments on bids received by HCFCD prior to final approval.

Recommended Action

Staff recommends City Council receive update.



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	01.26.2026	Agenda Item	5
Approved by City Manager	N/A	Presenter(s)	B. Beneke, Co-Chair A. Bishop, Staff Liaison
Reviewed by City Attorney	N/A	Department	City Council
Subject	Facilities Utilization Task Force Time Extension		
Attachments	None		
Financial Information	Expenditure Required:	Not Applicable	
	Amount Budgeted:	Not Applicable	
	Account Number:	Not Applicable	
	Additional Appropriation Required:	Not Applicable	
	Additional Account Number:	Not Applicable	

Executive Summary

On December 8, 2026, City Council formally adopted the Facilities Utilization Task Force (FUTF) via Resolution 2025-21. Pursuant to Section 4 of RES. 2025-21, the FUTF is expected to conclude its work no later than three (3) months after the first meeting, if more time is needed, the Co-Chairs may request an extension requiring the approval of the majority of City Council. The First meeting of the FUTF was held on December 2, 2025, meaning the FUTF's conclusion date, without extension, would be March 2, 2026.

Tonight, the Task Force Co-Chairs are requesting a three (3) month extension – until June 2, 2026. This extension was discussed with the entirety of the Task Force at the January 7, 2026, meeting with unanimous consensus. The FUTF recommends a time extension to allow for ample time to appropriately conduct the methodology necessary to meet the deliverables that are outlined in Resolution 2025-21.

Such Methods include but are not limited to:

- A survey or study of residents and users of the Library, Senior Center, and Community Building facilities,
- Conducting site visits of regional facilities
- Interviews of staff and industry professionals

If the time extension is approved as presented (until June 2, 2026), the report and presentation of deliverables would occur at the first regular City Council meeting in June (June 8, 2026). A summary of the FUTF's milestone dates is outlined below

Task Force Milestone	Date
First FUTF Meeting	12/02/2025
Original Conclusion Date	03/02/2026
Proposed Extension Date	06/02/2026
Presentation of Deliverables	06/08/2026

Recommended Action

Discuss and take any desired action.



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	01.26.2026	Agenda Item	6
Approved by City Manager	Yes	Presenter(s)	J. Barnes, Mayor Pro-Tem C. Brett, Councilmember M. Leech, Director
Reviewed by City Attorney	Yes	Department	City Council Public Works
Subject	Stop Signs in West University Place		
Attachments	N/A		
Financial Information	Expenditure Required:		Not Applicable
	Amount Budgeted:		Not Applicable
	Account Number:		Not Applicable
	Additional Appropriation Required:		Not Applicable
	Additional Account Number:		Not Applicable

Executive Summary

The City Council requested a discussion on stop signs in West University Place and the Manual on Uniform Traffic Control Devices (MUTCD), as it relates to stop signs in determining when a stop sign is warranted.

Below is the MUTCD's criteria for determining if a stop sign is warranted or not:

Section 2B.12 All-Way Stop Control

Support:

01 The provisions in the following sections describe warrants for the recommended engineering study to determine all-way stop control. Warrants are not a substitute for engineering judgment. The fact that a warrant for a particular traffic control device is met is not conclusive justification to install or not install all-way stop control. Because each intersection will have unique characteristics that affect its operational performance or safety, it is the engineering study for a given intersection that is ultimately the basis for a decision to install or not install all-way stop control.

02 All-way stop controls at intersections with substantially differing approach volumes can reduce the effectiveness of these devices for all roadway users.

Guidance:

03 The decision to establish all-way stop control at an unsignalized intersection should be based on an engineering study. The engineering study for all-way stop control should include an analysis of factors related to the existing operation and safety at the intersection, the potential to improve these conditions, and the applicable factors contained in the following all-way stop control warrants:

- A. All-Way Stop Control Warrant A: Crash Experience (see Section 2B.13)
- B. All-Way Stop Control Warrant B: Sight Distance (see Section 2B.14)



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

- C. All-Way Stop Control Warrant C: Transition to Signal Control or Transition to Yield Control at a Circular Intersection (see Section 2B.15)
- D. All-Way Stop Control Warrant D: 8-Hour Volume (Vehicles, Pedestrians, Bicycles) (see Section 2B.16)
- E. All-Way Stop Control Warrant E: Other Factors (see Section 2B.17)

Option:

04 The decision to install all-way stop control on site roadways open to public travel may be based on engineering judgment.

Standard:

05 The satisfaction of an all-way stop control warrant or warrants shall not in itself require the installation of all-way stop control at an unsignalized intersection.

Recommended Action

Staff recommends City Council discuss and provide feedback.



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	01.26.2026	Agenda Item	7
Approved by City Manager	Yes	Presenter(s)	M. Leech, Director
Reviewed by City Attorney	Yes	Department	Public Works
Subject	Master Fee Schedule Update		
Attachments	1. Presentation 2. Fee schedule Resolution 3. Master fee schedule		
Financial Information	Expenditure Required:	N/A	
	Amount Budgeted:	N/A	
	Account Number:	N/A	
	Additional Appropriation Required:	N/A	
	Additional Account Number:	N/A	

Executive Summary

During the 2026 Budget process and due to the onboarding of new staff in the Development Services Division and Public Works, the City Manager committed to returning to City Council after the first of the year with recommended changes to the Master Fee Schedule, as well as City Council's following questions:

1. What could be done to improve operational efficiency by disincentivizing excessive re-inspections and re-submittals of permitting and planning documents
2. What could be done to shorten the duration of residential construction projects
3. Were City of West University Place development fees inline with cities of our type and size

To fulfill this request, the department communicated with and received fee schedule information from the cities of Southside Place, Piney Point Village and Bellaire. The presentation information and corresponding recommendations that will be presented are based on the fee pricing from these three municipalities. Please keep in mind that this is not a full cost recovery analysis of West University Place development fees. A cost recovery analysis is significantly more involved, and they are typically performed by a consulting firm on behalf of a city.

Lastly, there will be a recommendation to increase the fee associated with Sexually Oriented Business and Adult Arcades.

Recommended Action

Staff recommends City Council approve Resolution No. 2026-01 amending the 2026 Fee Schedule.

PERMIT FEES COMPARISON WITH SIMILAR CITIES

- This is a per city review.
- This is not a cost recovery analysis.
- This is not an apples-to-apples comparison because fees can be structured differently at each jurisdiction.
- In some cases, other municipalities may not have fees for items that we have and vice versa.

PERMIT FEES COMPARISON WITH SIMILAR CITIES

- The City of West University Place information was taken from the 2026 Fee Schedule - Fees and Charges Schedule.

PERMIT FEES COMPARISON WITH SIMILAR CITIES

- Intent of the recommendations:
 - Builders to finish faster and adhere more closely to code.
 - Improve plan submittal quality
 - Ensure PW fees are consistent with similar organizations
 - Improve the efficiency of PW operations (inspections, re-inspections, plan review, plan re-review, etc.)

PERMIT FEES COMPARISON WITH SIMILAR CITIES

- Color Code Key

COMMENTS/RECOMMENDATIONS
Suggesting consecutive renewal fees
Aligning prices with peer cities
Out of alignment recommend no change

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
Suggesting consecutive renewal fees
Aligning prices with peer cities
Out of alignment recommend no change

- PERMIT FEE CALCULATOR BASED OFF OF 5,000 SF NEW SFR

		WEST U	COMMENTS		SOUTHSIDE	COMMENTS		PINEY POINT	COMMENTS		BELLAIRE	COMMENTS
F.004 Building	COMMENTS/RECOMMENDATIONS											
PERMIT FEE (1yr)		\$ 6,250.00	\$1.25 / SF		\$ 7,250.00	\$1.45 / SF		\$ 6,750.00	\$1.35 / SF		\$ 3,793.00	Fee Schedule
Permit fee 1 renewal (6 mos)	50% of permit fee											
Permit fee 2 renewal (3 mos) (Cap)	50% of permit fee											
PLAN REVIEW FEE		\$ 3,125.00	1/2 of		\$ 3,625.00	1/2 Permit Fee		\$ 3,375.00	1/2 Permit fee		\$ 1,896.50	1/2 Permit Fee
Re-Review 1 Fee	\$ 250.00	\$ 125.00										
Re-Review 2 Fee (Cap)	\$ 500.00											
ELECTRICAL		\$ 1,000.00	Set Fee		\$ -	Incl in permit		\$ 900.00	Fee Sch		\$ 650.00	Fee Schedule
MECHANICAL		\$ 750.00	Set Fee		\$ -	Incl in permit		\$ 300.00	\$100 / Unit		\$ 500.00	Fee Schedule
PLUMBING		\$ 500.00	Set Fee		\$ 650.00			\$ 500.00	Set Fee		\$ 500.00	Fee Schedule
APPLICATION FEE		\$ 100.00	Set Fee		\$ 125.00	Set Fee					\$ 44.00	Fee Schedule
CERT OF OCCUPANCY			N/A		\$ -	N/A					\$ 212.00	Fee Schedule
DRAINAGE			N/A		\$ -	N/A		\$ 1,500.00	Set Fee		\$ 384.00	Fee Schedule
TREE DISPOSITION		\$ 250.00	Fee Schedule		\$ 250.00	Set Fee		\$ 200.00	\$150 insp		\$ 520.00	Fee Schedule
INSPECTION FEES			incl in permit		\$ -	incl in permit		\$ 1,650.00	All permits		\$ -	incl in permit
TOTAL		\$ 12,100.00			\$ 11,900.00			\$ 15,175.00			\$ 8,499.50	

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
Suggesting consecutive renewal fees
Aligning prices with peer cities
Out of alignment recommend no change

- PERMIT FEE CALCULATOR BASED OFF OF 5,000 SF NEW SFR

		WEST U	COMMENTS		SOUTHSIDE	COMMENTS		PINEY POINT	COMMENTS		BELLAIRE	COMMENTS
F.004 Building	COMMENTS/RECOMMENDATIONS											
Contractor Registration Fees		\$ 100.00	Set Fee		\$ 125.00	Set Fee		\$ 60.00	Set Fee		\$ 44.00	Set Fee
Permit Transfer Fee		\$ 100.00	Set Fee									
Drainage Permit	Align with peer cities (\$750)	\$ 200.00	Set Fee		\$ 750.00	Set Fee		\$ 1,500.00	\$200 insp		\$ 384.00	Set Fee
Remodel Permit Fee SFR	Align with peer cities \$1.40 /SF	\$ 1.25	\$1.25 / SF		\$ 1.46	\$1.46 / SF		\$ 1.35	\$1.35 / SF		\$ 44.00	Set Fee
Remodel Permit Fee Other	Align with peer cities \$1.40 /SF	\$ 1.25	\$1.25 / SF		\$ 1.46	\$1.46 / SF		\$ 1.35	\$1.35 / SF		\$ 44.00	Set Fee
Fence Permit		\$ 1.00	\$1.00 / LF		\$ 1.05	\$1.05 / LF		\$ 225.00	incl inspection		\$ 101.00	Set Fee
Driveway Permit Fee		\$ 150.00	Set Fee					\$ 500.00	Set Fee		\$ 213.00	Set Fee
Flatwork Permit Fee		\$ 100.00	Set Fee					\$ 250.00	Set Fee		\$ 213.00	Set Fee

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
Suggesting consecutive renewal fees
Aligning prices with peer cities
Out of alignment recommend no change

- PERMIT FEE CALCULATOR BASED OFF OF 5,000 SF NEW SFR

		WEST U	COMMENTS		SOUTHSIDE	COMMENTS		PINEY POINT	COMMENTS		BELLAIRE	COMMENTS
F.004 FIRE SYSTEMS	COMMENTS/RECOMMENDATIONS											
Plan Checking Fee	Align with peer cities \$200	\$ 100.00	Set Fee		\$ 200.00	Set Fee						
Plan Checking Fee (2nd)	Align with peer cities \$150	\$ 50.00	Set Fee		\$ 150.00	Set Fee						
Sidewalk Permit Fee		\$ 1.50	\$1.50 / LF									
Street / Curb Permit Fee		\$ 50.00	Set Fee									

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
Suggesting consecutive renewal fees
Aligning prices with peer cities
Out of alignment recommend no change

- PERMIT FEE CALCULATOR BASED OFF OF 5,000 SF NEW SFR

		WEST U	COMMENTS		SOUTHSIDE	COMMENTS		PINEY POINT	COMMENTS		BELLAIRE	COMMENTS
F.0004 Building (Cont)	COMMENTS/RECOMMENDATIONS											
House Mover Registration		\$ 500.00	Set Fee / YR		\$ 125.00	Set Fee					\$ 44.00	Set Fee
House Moving Permit Fee		\$ 500.00	Set Fee		\$ 700.00	Set Fee					\$ 717.00	Set Fee
Occupancy Inspection Fee		\$ 150.00	Set Fee Comm.									
Artificial Turf	Out of alignment recommend no change	\$ 150.00	Set Fee		\$ 302.50	Set Fee		\$ 250.00	Set Fee			
Demo Permit Fee (Residential)		\$ 250.00	Set Fee		\$ 1,000.00	Set Fee		\$ 200.00	incl inspection		\$ 268.00	Set Fee
Foundation Repair		\$ 150.00	Set Fee		\$ 250.00	Set Fee		\$ 175.00	incl inspection			
Elevator Permit					\$ 500.00	Set Fee						
Generator Permit	Align with peer cities \$300	\$ 150.00	Set Fee		\$ 500.00	Set Fee		\$ 300.00	incl inspection			
Roofing / Siding Permit		\$ 150.00	Set Fee		\$ 200.00	Set Fee		\$ 215.00	incl inspection		\$ 66.00	Set Fee
Solar Permit	Out of alignment recommend no change	\$ 150.00	Set Fee		\$ 500.00	Set Fee						
Stucco Repair Permit		\$ 150.00	Set Fee									
Swimming Pool Permit	Align with peer cities \$750	\$ 300.00	Set Fee		\$ 750.00	Set Fee		\$ 1.30	1.30 / SF + \$50			
Duplicate Permit Card		\$ 300.00	Set Fee									
Reinspection 1 Fee		\$ 150.00	Set Fee		\$ 125.00	Set Fee					\$ 94.00	1st Reinspect
Reinspection 2 Fee	\$ 300.00											
Reinspection 3 (Cap) Fee	\$ 450.00											

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
Suggesting consecutive renewal fees
Aligning prices with peer cities
Out of alignment recommend no change

- PERMIT FEE CALCULATOR BASED OFF OF 5,000 SF NEW SFR

		WEST U	COMMENTS		SOUTHSIDE	COMMENTS		PINEY POINT	COMMENTS		BELLAIRE	COMMENTS
F.0005 Bldg & Standards	COMMENTS/RECOMMENDATIONS											
Application Fee		\$ 500.00	Set Fee					\$ 250.00			\$ 761.00	Set Fee
Cost of Notices		\$ 300.00	Set Fee								\$ 146.00	Set Fee

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
Suggesting consecutive renewal fees
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Out of alignment recommend no change

- PERMIT FEE CALCULATOR BASED OFF OF 5,000 SF NEW SFR

		WEST U	COMMENTS		SOUTHSIDE	COMMENTS		PINEY POINT	COMMENTS		BELLAIRE	COMMENTS
F.0006 Electrical Work	COMMENTS/RECOMMENDATIONS											
License Fees		NC			NC							
Permit transfer Fee		\$ 100.00	Set Fee									
Permit Application Fee		\$ 100.00	Set Fee		\$ 125.00	Set Fee		\$ 900.00	incl inspections		\$ 44.00	Set Fee
Temp Service Permit		\$ 100.00	Set Fee		\$ 175.00	Set Fee		\$ 150.00	incl inspections			
Meter Loop & Service Fee		\$ 100.00	Set Fee		\$ 175.00	Set Fee		\$ 150.00	incl inspections		\$ 71.00	Set Fee
Outlet or Fixture Fee		\$ 3.00	\$3.00 / ea		\$ 5.00	\$5.00 ea						
Appliance Permit Fee		\$ 20.00	Set Fee		\$ 35.00	\$35.00 ea					\$ 71.00	Min Fee
Motor Permit Fee		\$ 25.00	Set Fee		\$ 35.00	\$25-\$45					\$ 71.00	Min Fee
Service Reconnection Permit		\$ 50.00	Set Fee		\$ 50.00	Set Fee		\$ 150.00	incl inspections		\$ 71.00	Set Fee
Electrical Sign Permit Fee		\$ 75.00	Set Fee		\$ 150.00	\$150 ea					\$ 12.00	per ballast
Sign Changing Display Fee		\$ 125.00	Set Fee		\$ 150.00	\$150 ea						
Swimming Pool Elect Permit		\$ 100.00	Set Fee		\$ 300.00	Set Fee		\$ 200.00	incl inspections		\$ 71.00	Min Fee
Replace Pool / Spa Motor Fee		\$ 75.00	Set Fee		\$ 200.00	Set Fee					\$ 24.00	Set Fee
Water Heater Replacement Fee		\$ 50.00	Set Fee		\$ 100.00	Set Fee					\$ 71.00	Min Fee
Transformer Permit Fee		\$ 50.00	each		\$ 75.00	\$75.00 ea					\$ 71.00	Min Fee
Electric Fence Gate Permit		\$ 65.00	Set Fee		\$ 100.00	Set Fee					\$ 71.00	Min Fee
Emergency Reconnect Permit		\$ 110.00	Set Fee		\$ 50.00	Set Fee		\$ 150.00	incl inspections		\$ 71.00	Set Fee
Generator Permit Fee		\$ 250.00	Set Fee		\$ 300.00	Set Fee		\$ 350.00	incl inspections		\$ 208.00	Set Fee
X-Ray Machine Permit Fee		\$ 100.00	Set Fee		\$ 200.00	Set Fee					\$ 59.00	Min Fee
Subpanel Permit Fee		\$ 75.00	Set Fee		\$ 100.00	Set Fee		\$ 150.00	incl inspections		\$ 71.00	Min Fee
Reinspection Fee		\$ 100.00	Set Fee		\$ 125.00	Set Fee					\$ 94.00	1st Reinspect
Permit Renewal Fee		50%	of orig permit		50%	of orig permit						

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
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Out of alignment recommend no change

- PERMIT FEE CALCULATOR BASED OFF OF 5,000 SF NEW SFR

		WEST U	COMMENTS		SOUTHSIDE	COMMENTS		PINEY POINT	COMMENTS		BELLAIRE	COMMENTS
F.009 HVAC (Mechanical)	COMMENTS/RECOMMENDATIONS											
Annual Contractor Reg. Fee		NC										
Permit Application Fee		\$ 100.00	Set Fee		\$ 125.00	Set Fee		\$ -	Fee Sch		\$ 44.00	Set Fee
Permit transfer Fee		\$ 100.00	Set Fee								\$ -	
Residential HVAC(New SFR)		\$ 250.00	per unit		\$ 200.00	per unit		\$ 100.00	per unit			
Air Conditioning					\$ 200.00	per ton		\$ 100.00	per unit		\$ 12.00	per ton
Residential HVAC(Remodel)		\$ 200.00	per unit		\$ 200.00	per unit		\$ 50.00	per unit		\$ 35.00	per 100 BTU
Replace HVAC Permit Fee		\$ 100.00	per unit		\$ 200.00	per unit / ton		\$ 50.00	per unit		\$ 35.00	per 100 BTU
Boiler Inspection Permit Fee		\$ 50.00	per unit		\$ 100.00	Set Fee		\$ 50.00	per unit			
Boiler 1,000,000 BTU or Less		\$ 75.00	Set Fee		\$ 100.00	Set Fee						
Replace Comm Air Handler		\$ 100.00	per unit		\$ 250.00	per ton						
Fire Damper Fee		\$ 10.00	per unit		\$ 20.00	per each						
Residential Fireplace Permit		\$ 25.00	per unit									
HVAC Permit Fee		\$ 100.00	first 140K BTU		\$ 200.00	per unit		\$ 50.00	per unit		\$ 35.00	per 100 BTU
HVAC Permit Fee		\$ 5.00	per 100K BTU		\$ 200.00	per unit		\$ 50.00	per unit		\$ 35.00	per 100 BTU
Local Vent Permit Fee		\$ 20.00	Set Fee		\$ 30.00	Set Fee						
Minimum Permit Fee		\$ 150.00	Set Fee								\$ 59.00	Set Fee
Reinspection 1 Fee		\$ 100.00	Set Fee		\$ 125.00	Set Fee		\$ 50.00	per inspection		\$ 141.00	1st Reinspect
Reinspection 2 Fee	\$ 200.00											
Reinspection 3 (Cap) Fee	\$ 300.00											

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
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Out of alignment recommend no change

- PERMIT FEE CALCULATOR BASED OFF OF 5,000 SF NEW SFR

		WEST U	COMMENTS		SOUTHSIDE	COMMENTS		PINEY POINT	COMMENTS		BELLAIRE	COMMENTS
F.015 Plumbing & Gas	COMMENTS/RECOMMENDATIONS											
Permit Application Fees		\$ 100.00	Set Fee		\$ 125.00	Set Fee		\$ 500.00	Fee Sch		\$ 44.00	Set Fee
Permit Transfer Fee		\$ 100.00	Set Fee									
Plumbing / Gas Fixture /Outlet		\$ 30.00	\$30 ea		\$ 35.00	\$35.00 ea					\$ 12.00	per fixture
Shower Pan Permit		\$ 25.00	Set Fee		\$ 50.00	Set Fee					\$ 35.00	Set Fee
Residential SFR P&G		\$ 400.00	Set Fee		\$ 600.00	estimated		\$ 500.00	\$300 / insp		\$ 353.00	per floor
Med Gas / Vacuum Syst Permit		\$ 100.00	Set Fee		\$ 250.00	Set Fee					N/A	
Gas Test		\$ 50.00	Set Fee		\$ 100.00	Set Fee		\$ 100.00	\$50 insp		\$ 35.00	Set Fee
Gas Repair & Test		\$ 75.00	Set Fee		\$ 100.00	Set Fee		\$ 100.00	\$50 insp		\$ 35.00	Set Fee
Annual Gas Test		\$ 100.00	Set Fee		\$ 125.00	Set Fee		\$ 100.00	\$50 insp		\$ 35.00	Set Fee
Grease Trap Permit Fee		\$ 100.00	Set Fee		\$ 200.00	0-100 gal		\$ 150.00	\$100 insp		\$ 156.00	Set Fee
Irrigation System Permit Fee		\$ 100.00	Set Fee		\$ 750.00	Set Fee		\$ 150.00	\$100 / Insp		\$ 107.00	Set Fee
Service Line Permit Fee		\$ 75.00	Set Fee		\$ 200.00	Set Fee		\$ 150.00	\$50 / insp		\$ 24.00	Set Fee
Reinspection 1 Fee		\$ 100.00	Set Fee		\$ 125.00	Set Fee					\$ 94.00	1st Reinspect
Reinspection 2 Fee	\$ 200.00											
Reinspection 3 (Cap) Fee	\$ 300.00											
Water Heater Repl. Permit Fee		\$ 100.00	Set Fee		\$ 85.00	\$85 ea		\$ 75.00	\$50 / insp			
Permit Renewal Fee		50%	of orig permit									

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
Suggesting consecutive renewal fees
Aligning prices with peer cities
Out of alignment recommend no change

		West University Place Master Fee Schedule (2026)	SouthSide	Piney Village Building Dept. (2021)	City of Bellaire Schedule of Fees (2026)
Plats and Replats					
	\$500	DEPOSIT. A deposit amount (due with the preliminary application) is estimated by the City staff, but the minimum deposit is \$500 base fee (or \$200.00 base fee for amending plats only), plus \$10.00 for each lot and reserve shown on the plat or replat, plus \$100 for those requiring newspaper legal notice, plus \$100.00 for each separate legal instrument needed (easements, etc.).	\$500	Planning & Zoning Commission Plat Fees, Set Fee . Application Fee per lot as shown on final plat \$2000 Note: Increased fees (as of January 1st) to \$2,000 per action	Commercial Plat Fees: \$500 - amending \$500 + \$20/ac - Final Plat \$400 + \$20/ac - Minor Plat \$400+\$20/ac - Preliminary Plat \$400 + \$20/ac - Replat Residential Plat Fees: \$500 - amending \$500 + \$10/lot - Final Plat \$400 + \$10/lot - Minor Plat \$500+\$10/lot - Preliminary Plat \$400 + \$10/lot - Replat

PERMIT FEES COMPARISON WITH SIMILAR CITIES

COMMENTS/RECOMMENDATIONS
Suggesting consecutive renewal fees
Aligning prices with peer cities
Out of alignment recommend no change

		West University Place Master Fee Schedule (2026)	SouthSide	Piney Village Building Dept. (2021)	City of Bellaire Schedule of Fees (2026)
Rezoning requested by applicant for that person's special benefit					
	\$5,000	\$500 plus out-of-pocket costs for drafting and review by planner, engineer, attorney and other consultant.	\$500	\$2000 per lot	Set Fee: \$10, 053

Questions?

Michael Leech
Public Works Director

Thank You

CITY OF WEST UNIVERSITY PLACE
HARRIS COUNTY, TEXAS

RESOLUTION NO. 2026-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS, AMENDING AND ADOPTING THE CITY OF WEST UNIVERSITY PLACE 2026 FEE SCHEDULE AND ESTABLISHING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS:

Section 1. The City Council of the City of West University Place, Texas, adopted the 2026 Fee Schedule on September 22, 2025, with an effective date of January 1, 2026.

Section 2. The City then adopted an updated 2026 Fee Schedule on October 27, 2025, with an effective date of January 1, 2026.

Section 3. The City has conducted additional review of the current fee schedule and has determined that a change is necessary to properly cover the cost of providing various services or regulations.

Section 4. The City Council has reviewed the “City of West University Place Fee Schedule updated 1.8.26” attached hereto as **Exhibit A** and made a part hereof for all intents and purposes and finds that such fees are reasonable and necessary to cover the actual costs of services or regulation provided by the City.

Section 5. The City Council hereby adopts the “City of West University Place Fee Schedule updated 1.8.26” which amends certain fees.

Section 6. Any fees not expressly updated on **Exhibit A** remain in full force and effect as adopted in the Resolutions adopted on September 22, 2025, and October 27, 2025.

Section 7. The updates to the City of West University Place Fee Schedule shall become effective immediately upon passage.

PASSED, APPROVED, AND RESOLVED this 26th day of January 2026.

SUSAN SAMPLE, MAYOR

ATTEST:

TRACYLYNN GARCIA, CITY SECRETARY

2026 Fee Schedule
Fees & Charges Schedule - Red Lined

Exhibit A

F.001 Administration
F.002 Ambulance Service
F.003 Animals
F.004 Building
F.005 Building and Standards Commission
F.006 Electrical Work
F.007 Garbage Service
F.008 Health
F.009 Heating, Ventilation and Air Conditioning
F.010 Liquor Licenses and Permits
F.011 Municipal Court
F.012 Parabolic Dish Antenna

F.013 Parks and Recreation
F.014 Removal/Trimming Fee
F.015 Plumbing and Gas
F.016 Sexually Oriented Businesses and Adult Arcades
F.017 Signs
F.018 [Reserved]
F.019 Trees
F.020 Water and Sewer Service
F.021 Zoning and Planning Commission
F.022 Zoning Board of Adjustment
F.023 Public Safety

F.001 ADMINISTRATION				
		FY 2025	FY 2026	
	Motor vehicle decal charges	\$ 1.00	\$ 1.00	
	Commercial impact zone permit fee	\$ 10.00	\$ 10.00	For first motor vehicle and \$5 per motor vehicle thereafter
	Returned check (or ACH payment) fee	\$ 35.00	\$ 35.00	Also applies to payments returned by automated or electronic payment systems (ACH). Applies to payments of all kind, e.g., taxes, permits, fees, charges, utility rates and all other purposes.
	Lien release fee	\$ 25.00	\$ 25.00	
	Acquiescence to encroachment fee	\$ 100.00	\$ 100.00	
	Municipal Setting Designation Processing Fee	\$ 500.00	\$ 500.00	
	Alcohol Variance Request	\$ 250.00	\$ 250.00	
	Special events fee			Actual cost
	Use of City-owned photocopier	\$ 0.10	\$ 0.10	Per copy
	Convenience fee for on-line transactions	2.75% of total transaction amount	2.75% of total transaction amount	
GEOGRAPHIC INFORMATION SYSTEM				
	Standard map - 8 1/2" x 11" color	\$ 0.75	\$ 0.75	
	Standard map - 11" x 17" color	\$ 1.00	\$ 1.00	
	Standard map - 24" x 36" color	\$ 15.00	\$ 15.00	
	Standard map - 36" x 48" color	\$ 17.50	\$ 17.50	
	Standard map - 42" x 52" color	\$ 20.00	\$ 20.00	
	Custom map - same as above + hourly labor charges	\$ 20.00	\$ 20.00	
F.002 AMBULANCE SERVICE				
	Commercial/Auto/Individuals Base Rates	FY 2025	FY 2026	
	BLS Emergency A0429	\$ 1448.07	\$ 1448.07	
	BLS Non-emergency A0428	\$ 905.03	\$ 905.03	
	ALS-1 Non-emerg. A0426	\$ 1086.05	\$ 1086.05	
	ALS-1 Emergency A0427	\$ 1719.58	\$ 1719.58	
	ALS-2 A0433	\$ 2,488.85	\$ 2,488.85	
	SCT A0434	\$ 2,941.38	\$ 2,941.38	
	Ground Mileage A0425	\$ 29.06	\$ 29.06	
	Decontamination	\$ 170.34	\$ 170.34	
	Extra Attendant	\$ 81.11	\$ 81.11	
	Bariatric	\$ 81.11	\$ 81.11	
	<i>Exceptions:</i> (1) Amounts billed to other governmental units are determined by the applicable contracts or arrangements with those units. (2) The City may accept assignment of Medicare and Medicaid claims or payments, in which case, the amount payable is determined by the appropriate regulations. Such amount shall control over the charges set out above, in case of any difference.			

		FY 2025	FY 2026	
F.003	ANIMALS			
		FY 2025	FY 2026	
	Original registration of dogs and cats	\$ 20.00	\$ 20.00	<i>Exception</i> : \$15 for owners over 65 years of age.
	Annual dangerous dog registration	\$ 250.00	\$ 250.00	(fee is in addition to the above registration fees)
	First violation and impoundment fee	\$ 50.00	\$ 50.00	\$100 if animal is: (i) not registered or (ii) a dangerous dog
	Second violation and impoundment fee	\$ 75.00	\$ 75.00	\$150 if animal is: (i) not registered or (ii) a dangerous dog
	Third and all successive violations and impoundment fees	\$ 100.00	\$ 100.00	\$200 if animal is: (i) not registered or (ii) a dangerous dog
	Daily kennel fees	\$ 50.00	\$ 50.00	
	<i>Note</i> : All original registration fees shown, with the exception of the dangerous dog fee, are one-time fees that register the animal for life.			
F.004	BUILDING			
		FY 2025	FY 2026	
	Annual contractor registration fee	\$ 100.00	\$ 100.00	
	Permit Transfer Fee	\$ 100.00	\$ 100.00	
	Permit application fee	\$ 100.00	\$ 100.00	In addition to applicable plan checking or permit fee
	Plan checking fee (applies to all plan submissions, unless otherwise specifically indicated; payable in addition to permit fee)	50% of the corresponding permit fee	50% of the corresponding permit fee	Plan checking fee must be paid each time plans are submitted or re-submitted. <i>Exception:</i> The building official may reduce the re-submission fee if the time required to check the re-submission is materially lower than original submission; \$25.00 minimum
	Drainage permit	\$ 200.00	\$200.00 \$750.00	
	New construction permit fee (Single family residential)	\$1.25 per square foot	\$1.25 per square foot	Initial 1-year permit cost.
New	New construction permit fee (Single family residential) First Renewal	N/A	50% of New Construction Permit Fee	First Renewal 6 month duration.
New	New construction permit fee (Single family residential) Second Renewal	N/A	50% of New Construction Permit Fee	Second Renewal 3 month duration.
	New construction permit fee (Other)	\$1.25 per square foot	\$1.25 per square foot	
	Remodeling and repair permit fee (Single family residential)	\$1.25 per square foot	\$1.25 \$1.40 per square foot	
	Remodeling and repair permit fee (Other)	\$1.25 per square foot	\$1.25 \$1.40 per square foot	
	Resubmittal/Revision Fee	\$ 125.00	\$ 125.00	
	Fence or wall permit fee	See Note	See Note	\$1.00 per linear foot
	Driveway permit fee	\$ 150.00	\$ 150.00	Includes entrance ramp permit fee
	Flatwork permit fee	\$ 100.00	\$ 100.00	Includes exterior concete, patio, decking
	Fire systems			
	Plan checking fee: \$400 \$200 per set for original submission, \$50 \$150 for re-submission (not credited to permit fees). Permit fees are \$50 for each automatic fire extinguishing system and each alarm and detection system. For sprinkler systems, the fee is increased by either \$25 (residential) or \$50 plus \$1.75 per head (non-residential). Fire system fees are payable in addition to all other fees.			
	Sidewalk permit fee	\$1.50 per linear foot	\$1.50 per linear foot	
	Street or curb permit fee	\$ 50.00	\$ 50.00	For regulated facilities under Chapter 19, add \$150 for plan-checking plus application fees
	<i>Exception:</i> The permit fee for work affecting new roadways under Chapter 19 is \$100, plus the estimated out-of-pocket expenses that may be incurred by the City in connection with the work, including engineering review, extra inspections or testing, supplemental traffic control, etc. The building official shall estimate such expenses at the time of application and shall collect at least 110% of the estimate as a deposit. The building official may require a permittee to supplement the deposit as the work proceeds. When the work is finished, the building official shall refund any part of the deposit that exceeds the actual permit fees due in connection with the work.			
		FY 2025	FY 2026	
	PWSF (low-impact) permit, for equipment attached to existing structures with no new electrical, alteration or construction	\$100.00 per site	\$100.00 per site	Non-low-impact PWSF permits require a special exception; see F.022, below
	All other PWSF (low-impact) permits	\$500.00 per site	\$500.00 per site	Non-low-impact PWSF permits require a special exception; see F.022, below

		FY 2025	FY 2026	
	Registration for house movers fee	\$ 500.00	\$ 500.00	
	Renewal fee (house movers)	Discontinue	Discontinue	
	Moving permit fee	\$ 500.00	\$ 500.00	
	Occupancy inspection fee (Commercial)	\$ 150.00	\$ 150.00	
	3/4" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 1,435.00	\$ 1,435.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	3/4" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 2,650.00	\$ 2,650.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	3/4" Water connection permit and meter service installation to service new structure.	\$ 3,535.00	\$ 3,535.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	3/4" Water connection permit and meter service installation to service new structure.	\$ 4,750.00	\$ 4,750.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	1" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 1,635.00	\$ 1,635.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	1" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 2,850.00	\$ 2,850.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	1" Water connection permit and meter service installation to service new structure.	\$ 3,535.00	\$ 3,535.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
	1" Water connection permit and meter service installation to service new structure.	\$ 4,750.00	\$ 4,750.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
		FY 2025	FY 2026	
	1-1/2" Water connection permit and meter service installation to service new structure	\$ 4,950.00	\$ 4,950.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	1-1/2" Water connection permit and meter service installation to service new structure	\$ 3,735.00	\$ 3,735.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	1-1/2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 3,650.00	\$ 3,650.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	1-1/2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 2,435.00	\$ 2,435.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 3,735.00	\$ 3,735.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	2" Water connection permit and meter service installation, to upgrade or add to an existing structure.	\$ 4,850.00	\$ 4,850.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.

		FY 2025	FY 2026	
	2" Water connection permit and meter service installation to service new structure.	\$ 4,135.00	\$ 4,135.00	Short Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	2" Water connection permit and meter service installation to service new structure.	\$ 5,250.00	\$ 5,250.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	Water connection permit for any service greater than 2" will require that the owner or contractor acquire the services of a company with a Licensed Master Plumber registered with the City.	\$ 475.00	\$ 475.00	Fee covers plan checking cost and permit cost only. The City provides no construction or materials. Irrigation Only Services are restricted to 3/4 inch Service or less. Services greater in size than 1" require that certification based on minimum pipe sizes as listed in the Plumbing Code currently adopted by the City. This certification must be prepared, signed and sealed by a Licensed Professional Engineer.
	Sanitary Sewer, connection permit and service installation for any service	Actual Cost Plus \$375.00	Actual Cost Plus \$375.00	Fee will be based on actual cost Plus \$375.00, for most customers this will involve a Concrete Cut in the Roadway and total cost are expected to be from \$8,000.00 to \$12,000.00. There is no fee to use an existing service that is on the property with a usable cleanout in the street ROW, if the sewer was either installed or approved by the city.
	Artificial Turf	\$ 150.00	\$ 150.00	
	Demolition permit fee	\$ 250.00	\$ 250.00	
	Foundation Repair	\$ 150.00	\$ 150.00	
	Generator	\$ 150.00	\$150.00 \$300.00	
	Roofing/Siding	\$ 150.00	\$ 150.00	
	Solar Panel Installation	\$ 150.00	\$ 150.00	
	Stucco Repair	\$ 150.00	\$ 150.00	
	Swimming pool permit fee	\$ 300.00	\$300.00 \$750.00	
	Window Replacement	1-9 Windows: \$150 ≥10 Windows: \$250	1-9 Windows: \$150 ≥10 Windows: \$250	
	Duplicate permit card fee	\$ 300.00	\$ 300.00	
	Premature work charge (Starting before permit is issued)			100% of the permit fee (additional) \$150.00 minimum
	Reinspection fee 1 (following routine inspection)	\$ 100.00	\$ 150.00	Must be paid before reinspection, and in any event before any certificate of occupancy or similar approval is issued. Fees may be appealed to BSC, and may be paid without prejudice to such an appeal.
New	Reinspection fee 2	N/A	\$ 300.00	Must be paid before reinspection, and in any event before any certificate of occupancy or similar approval is issued. Fees may be appealed to BSC, and may be paid without prejudice to such an appeal.
New	Reinspection fee 3	N/A	\$ 450.00	Must be paid before reinspection, and in any event before any certificate of occupancy or similar approval is issued. Fees may be appealed to BSC, and may be paid without prejudice to such an appeal.
	Reinspection fee (mandatory reinspection following notice of violation of building or zoning ordinances or other applicable regulations)	\$125.00 for the first violation item plus \$25.00 for each additional	\$125.00 for the first violation item plus \$25.00 for each additional	Must be paid before any other inspections are scheduled, and in any event before any certificate of occupancy or similar approval is issued. Fees may be appealed to BSC, and may be paid without prejudice to such an appeal. BSC may reduce or abate this fee (and any appeal fees), if no violation occurred, or for other good cause shown.
	Permit renewal fee			50% of the original permit fee

		FY 2025	FY 2026	
F.005	BUILDING AND STANDARDS COMMISSION			
		FY 2025	FY 2026	
	Application fee	\$ 500.00	\$ 500.00	
	Cost of Notices	\$300.00	\$300.00	In addition to all other fee items, the applicant must pay the City's actual out-of-pocket cost of giving notices and recording decisions in the real property records. A deposit of \$200.00 is due at the time of application. Any excess cost must be paid before the hearing or release of decision.
F.006	ELECTRICAL WORK			
		FY 2025	FY 2025	
	Annual license fee (Master electrician)	No Charge	No Charge	Per Senate Bill 3329
	Permit Transfer fee	\$ 100.00	\$ 100.00	
	Permit application fee	\$ 100.00	\$ 100.00	
	Temporary service permit fee	\$ 100.00	\$ 100.00	
	Meter loop and service permit fee	\$ 100.00	\$ 100.00	
	Outlet or light fixture permit fee	\$ 3.00	\$ 3.00	per outlet/fixture
	Appliance permit fee	\$ 20.00	\$ 20.00	
	Motor permit fee	\$ 25.00	\$ 25.00	
	Service reconnection permit fee	\$ 50.00	\$ 50.00	
	Electrical sign permit fee	\$ 75.00	\$ 75.00	
	Sign Changing Display	\$ 125.00	\$ 125.00	
	Swimming Pool New lights/motors/pumps	\$ 100.00	\$ 100.00	
	Replacement Pool/Spa Motors	\$ 75.00	\$ 75.00	
	Electric Water Heater	\$ 50.00	\$ 50.00	
	Transformer	\$ 50.00	\$ 50.00	
	Electric Fence Gate	\$ 65.00	\$ 65.00	
	Emergency Reconnect	\$ 110.00	\$ 110.00	
	Generator	\$ 250.00	\$ 250.00	
	CT/MRI/X-Ray Machines	\$ 100.00	\$ 100.00	
	Sub-panel	\$ 75.00	\$ 75.00	
	Minimum permit fee	\$ 100.00	\$ 100.00	
	Premature work charge (Starting before a permit is issued)			100% of the permit fee (additional) \$150.00 minimum
	Reinspection fee	\$ 100.00	\$ 100.00	
	Permit renewal fee			50% of the original permit fee
*	FIRE DEPARTMENT FEES - See "BUILDING, Fire systems"			
F.007	GARBAGE SERVICE			
		FY 2025	FY 2026	
	Monthly dwelling unit charge	\$ 37.47	\$ 40.10	Basic fee, for basic service only.
	Monthly dwelling unit charge (Claims Over 65 Exemption According to the Harris County Appraisal District)	\$ 19.02	\$ 20.05	Basic fee, for basic service only.
	Monthly dwelling unit charge (Claims Disabled Exemption According to the Harris County Appraisal District)	\$ 19.02	\$ 20.05	Basic fee, for basic service only.
	Special pick-up of items at curbside, not on a regular collection day for those items at that location	Min. \$50.00 or actual cost of labor	Min. \$50.00 or actual cost of labor	Special service fee, in addition to basic fee.
	Food compost bin purchased by residents from City at 50% cost	50% of the City's expenditure	50% of the City's expenditure	Basic fee, per unit
	Special handling of items not bagged, prepared or placed as required for basic service. Example: Leaves and grass clippings in non-approved bags.	Min. \$50.00 or actual cost of labor	Min. \$50.00 or actual cost of labor	Special service fee, in addition to basic fee and any other applicable special service fee

		FY 2025	FY 2026	
F.008	HEALTH			
		FY 2025	FY 2026	
	Permit application fee	\$ 30.00	\$ 30.00	
	Annual food establishment permit fee	\$ 120.00	\$ 120.00	
	Temporary food establishment permit fee (Special event)	\$ 16.00	\$ 16.00	
F.009	HEATING, VENTILATION, AND AIR CONDITIONING			
		FY 2025	FY 2026	
	Annual contractor registration fee	No Charge	No Charge	Per House Bill 871, no charge effective September 1, 2021
	Permit Transfer fee	\$ 100.00	\$ 100.00	
	Residential HVAC System (New Home) or Air Handler	\$ 250.00	\$ 250.00	Per unit
	Residential HVAC System (Addition/remodel) or Air Handler	\$ 200.00	\$ 200.00	Per unit
	Replacement Heating and air conditioning permit fee (Residential)	\$ 100.00	\$ 100.00	Per unit
	Boiler Inspection (Annual)	\$ 50.00	\$ 50.00	Per unit
	Boiler 1,000,000 BTU's or less	\$ 75.00	\$ 75.00	
	Replacement Commercial Air Handler	\$ 100.00	\$ 100.00	Per unit
	Fire Damper	\$ 10.00	\$ 10.00	Per unit
	Fireplace (Residential)	\$ 25.00	\$ 25.00	Per unit
	Heating and air conditioning permit fee (Commercial)	\$ 100.00	\$ 100.00	For first 140,000 btu's and \$5 per 100,000 btu's thereafter
	Permit application fee	\$ 100.00	\$ 100.00	
	Local vent permit fee	\$ 20.00	\$ 20.00	
	Minimum permit fee	\$ 150.00	\$ 150.00	
	Premature work charge (Starting before a permit is issued)			100% of the permit fee (additional) \$150.00 minimum
	Reinspection fee 1	\$ 100.00	\$ 100.00	
New	Reinspection fee 2	N/A	\$ 200.00	
New	Reinspection fee 3	N/A	\$ 300.00	
	Permit renewal fee			50% of the original fee
F.010	LIQUOR LICENSES AND PERMITS			
	All liquor permit fees and license fees are regulated by the State.			
F.011	MUNICIPAL COURT			
		FY 2025	FY 2026	
	Clearance letter	\$ 25.00	\$ 25.00	
	Complaint and judgment copy charge	\$ 2.00	\$ 2.00	
	Convenience Fee - Online	6.50%	6.50%	
	Convenience Fee - In Person	3.50%	3.50%	
	Court costs are regulated by the State.			
	All state-prescribed court costs apply.			
F.012	PARABOLIC DISH ANTENNAS			
		FY 2025	FY 2026	
	Permit application fee	\$ 30.00	\$ 30.00	
	Installation permit fee	\$ 50.00	\$ 50.00	

		FY 2025	FY 2026	
F.013	PARKS AND RECREATION			
		FY 2025	FY 2026	
	WUP Rec. Center			
	Residents 75 and older with a complimentary individual membership effective in FY 2024 will continue to receive complimentary individual membership provided; 1. The member renews before the annual expiration date; and 2. Provides proof of WUP residency at the time of renewal.	NO FEE	NO FEE	
	All WUP residents ages 65 and older will receive at least a 50% discount on individual membership fees	At least a 50% Discount	At least a 50% Discount	Residents ages 65 and older and/or disabled may be eligible for Financial Assistance based on criteria. Visit www.westutx.gov/fees for forms.
	Daily Walk In Residents	\$ 8.00	\$ 8.00	All Ages
	Daily Walk In Guest of Resident	\$ 14.00	\$ 14.00	All Ages; Must be accompanied by a West U Resident
	Individual Annual	\$ 270.00	\$ 270.00	
	Individual Annual Seniors age 65 and older	\$ 135.00	\$ 135.00	
	Individual Monthly	\$ 40.00	\$ 40.00	
	Individual Monthly (EFT/ACH auto draft)	\$ 30.00	\$ 30.00	A minimum of three consecutive months required. Cancellation terms per Monthly Membership Agreement.
	Individual Senior Monthly ages 65 to 74	Discontinue	Discontinue	
	Couple Annual	Discontinue	Discontinue	
	Couple Senior Annual ages 65 to 74	Discontinue	Discontinue	
	Couple Senior Monthly ages 65 to 74	Discontinue	Discontinue	
	Couple Monthly	Discontinue	Discontinue	
	Family Annual	\$ 540.00	\$ 540.00	Maximum of 4 people per household
	Additional Family Member	\$ 50.00	\$ 50.00	Each additional household family member over 4
	Family Monthly	Discontinue	Discontinue	Maximum of 4 people per household
	Family Monthly Additional Person	Discontinue	Discontinue	Each additional household family member over 4
	Weekly Resident House Guest Pass	\$ 70.00	\$ 70.00	Individual option only
	Colonial Park Pool			
	All WUP residents ages 65 and older will receive at least a 50% discount on individual membership fees	At least a 50% Discount	At least a 50% Discount	
	Residents 65 and older with a complimentary individual membership effective in FY 2024 will continue to receive complimentary individual membership provided; 1. The member renews before the annual expiration date; and 2. Provides proof of residency at the time of renewal.	NO FEE	NO FEE	
	Daily Walk-in	\$ 8.00	\$ 8.00	All Ages
	Daily Walk-in (Guest of Resident)	\$ 14.00	\$ 14.00	All Ages; Must be accompanied by a West U Resident
	Individual Season Pass	\$ 150.00	\$ 150.00	
	Senior Individual Season Membership	\$ 75.00	\$ 75.00	
	Couples Season Pass	\$ 220.00	\$ 220.00	
	Family Season Pass	\$ 320.00	\$ 320.00	Maximum of 4 people per household
	Additional Family Member	\$ 50.00	\$ 50.00	Each additional household family member over 4
	Weekly Resident House Guest Pass	\$ 70.00	\$ 70.00	Individual option only
	Nanny Pass	\$ 50.00	\$ 50.00	Nanny Photo ID pass; use restricted exclusively to pool visits with their resident charge(s).

		FY 2025	FY 2026	
	WUPRC & CPP Combination Memberships			
	Members Only Benefits of Colonial Park Pool Membership	Complimentary	Complimentary	Members eligible to a variety of complimentary or discounted privileges including but not limited to: Opening weekend Members Only Day, Ice Cream Social, Members Only Pool Party, priority registration for all pool related events where registration is required, and 10% discount on all pool rentals.
	Tennis Memberships			
	Tennis Court Reservation Fee	\$ 8.00	\$ 8.00	
	Tennis Court "Membership"	\$ 235.00	\$ 235.00	Annual Fee
	Tennis Court "Membership" - Annual Fee with WUPRC Membership	\$ 140.00	\$ 140.00	Annual Fee / with WUPRC Membership Only
	Senior Tennis Court Membership	\$ 115.00	\$ 115.00	Annual Fee
	Senior Tennis Court Membership - Annual Fee with WUPRC Membership	\$ 70.00	\$ 70.00	Annual Fee / with WUPRC Membership Only
	Rentals			Rentals Available to Non- Residents only with a Resident Sponsor, EXCEPTION: Colonial Park Pool Rentals are available to Residents Only
	* Janitorial Fee: At ALL indoor rentals, where food and beverages are served, janitorial services will be required	\$ 55.00	\$ 55.00	Flat Fee
	Security Deposit: required for ALL rentals	\$ 200.00	\$ 200.00	
	Alcohol Fees			Appendix A Amended Section 10-10, Code of Ordinances - Consumption in public places. City Council has authorized the issuance of permits for the limited consumption and distribution of alcoholic beverages within public places, specifically at the Colonial Park Pavilion, Community Building/Senior Center and the West University Place Recreation Center, by the City Manager or his designee.
	Alcohol Permit Administration Fee	\$ 50.00	\$ 50.00	Per Event
	Alcohol Security Deposit Fee	\$ 300.00	\$ 300.00	Per Event
	<i>Institutional Exchanges.</i> The Parks & Recreation Director may waive all or part of the Parks & Recreation fees prescribed by this section, subject to the following regulations: (1) The applicant must be an institution, either public or non-profit, with facilities located within the City; (2) The portion of the fees waived may not exceed the value of facilities made available by the institution to the City for public use (e.g., for meetings, elections, emergency operations, etc.); (3) The maximum amount of fees that may be waived is \$500 per institution per year; (4) Passes and permits issued to an institution under this section may be assigned or resold by the institution, but the actual user must qualify for the type of pass or permit in question, and the City must be notified.			
		FY 2025	FY 2026	
	Community Building / Senior Center Rentals			
	Kitchen (Resident)	\$ 30.00	\$ 30.00	Flat Fee
	Kitchen (Non-resident w/ resident sponsor)	\$ 45.00	\$ 45.00	Flat Fee
	Auditorium (Resident)	\$ 80.00	\$ 80.00	Hourly Rate / 2hr minimum
	Auditorium (Non Resident w/ resident sponsor)	\$ 110.00	\$ 110.00	Hourly Rate / 2hr minimum
	John Neighbors Senior Room (Resident)	\$ 80.00	\$ 80.00	Hourly Rate / 2hr minimum
	John Neighbors Senior Room (Non-resident w/ resident sponsor)	\$ 110.00	\$ 110.00	Hourly Rate / 2hr minimum
	Activity Room (Resident)	\$ 50.00	\$ 50.00	Hourly Rate / 2hr minimum
	Activity (Non Resident w/ resident sponsor)	\$ 70.00	\$ 70.00	Hourly Rate / 2hr minimum
	Meeting Room (Resident)	\$ 50.00	\$ 50.00	Hourly Rate / 2hr minimum
	Meeting Room (Non-Resident w/ resident sponsor)	\$ 70.00	\$ 70.00	Hourly Rate / 2hr minimum
	Judson Park Rentals			
	Wooden Deck Resident	\$ 60.00	\$ 60.00	Hourly Rate / 2hr minimum
	Wooden Deck (Non Resident w/resident sponsor)	\$ 90.00	\$ 90.00	Hourly Rate / 2hr minimum
	Scout House Rentals			
	Scout House (Resident)	\$ 80.00	\$ 80.00	Hourly Rate / 2hr minimum
	Scout House (Non Resident w/ resident sponsor)	\$ 110.00	\$ 110.00	Hourly Rate / 2hr minimum

		FY 2025	FY 2026	
	Colonial Park Room, Pool & Park Pavilion Rentals			
	*Exclusive Pool & Multi-Purpose Room Rental: Involves a private pool party, only offered in "season" and on identified days/times. Resident	\$ 600.00	\$ 600.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 250.
	Colonial Park Pavilion (Resident)	\$ 75.00	\$ 75.00	Hourly Rate / 2hr minimum
	Colonial Park Pavilion (Non-resident w/ resident sponsor)	\$ 105.00	\$ 105.00	Hourly Rate / 2hr minimum
	*Colonial Park Multi-Purpose Room & Pool Use: Involves exclusive use of the Multi- Purpose Room and general admission, only offered in "season", during normal operating hours (Resident)	\$ 250.00	\$ 250.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 60.
	*Off Season Multi-Purpose Room Rental: Involves NO pool use Resident	\$ 110.00	\$ 110.00	Hourly Rate / 2hr minimum
	*Off Season Multi-Purpose Room Rental: Involves NO pool use (Non Resident w/ resident sponsor)	\$ 160.00	\$ 160.00	Hourly Rate / 2hr minimum
	Wooden Deck Rental (Byron St or Case St) : Involves exclusive use of the Wooden Deck and general pool admission, only offered in "season", during normal operating hours Resident Only	\$ 250.00	\$ 250.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 60.
	Wooden Deck Rental (Case St) : Involves exclusive use of the Wooden Deck and general pool admission, only offered in "season", during normal operating hours Resident Only	N/A	N/A	
	Off - Season Wooden Deck (Byron St or Case St.) Resident	\$ 60.00	\$ 60.00	Hourly Rate / 2hr minimum
	Off - Season Wooden Deck (Byron St or Case St.) Non-Resident w/ resident sponsor	\$ 90.00	\$ 90.00	Hourly Rate / 2hr minimum
	West U Recreation Center Rentals			
	Conference Room, Multi-Purpose Room 1, 2a, 2b, 3, or 4 (Resident)	\$ 60.00	\$ 60.00	Hourly Rate for each room/ 2hr minimum
	Conference Room, Multi-Purpose Room 1, 2a, 2b, 3, or 4 (Non-Resident w/ resident sponsor)	\$ 90.00	\$ 90.00	Hourly Rate for each room/ 2hr minimum
	Multi-Purpose Room 2 - includes sections A & B (Resident)	\$ 70.00	\$ 70.00	Hourly Rate / 2hr minimum
	Multi-Purpose Room 2 - includes sections A & B (Non-Resident w/ resident sponsor)	\$ 100.00	\$ 100.00	Hourly Rate / 2hr minimum
	Multi-Purpose Room 5 (Resident)	\$ 125.00	\$ 125.00	Hourly Rate / 2hr minimum
	Multi-Purpose Room 5 (Non-Resident w/ resident sponsor)	\$ 155.00	\$ 155.00	Hourly Rate / 2hr minimum
	Racquetball Court 1 or 2 (Resident)	\$ 50.00	\$ 50.00	Hourly Rate / 2hr minimum
	Racquetball Court 1 or 2 (Non-Resident w/ resident sponsor)	\$ 70.00	\$ 70.00	Hourly Rate / 2hr minimum
	Exclusive Pool (Resident)	\$ 375.00	\$ 375.00	Hourly Rate / 2hr minimum
	Exclusive Pool (Non-Resident w/ resident sponsor)	\$ 525.00	\$ 525.00	Hourly Rate / 2hr minimum
	Exclusive Entire Building (Resident)	\$ 650.00	\$ 650.00	Hourly Rate / 2hr minimum
	Exclusive Entire Building (Non-Resident w/ resident sponsor)	\$ 950.00	\$ 950.00	Hourly Rate / 2hr minimum
	Technology Fee	\$ 50.00	\$ 50.00	Use of Projector and Screen
F.014	REMOVAL/TRIMMING FEE			
		FY 2025	FY 2026	
	Vegetation Removal/trimming	Min \$150	Min \$150	\$150 or actual cost if higher for labor, equipment, materials or third party contractor.

		FY 2025	FY 2026	
F.015	PLUMBING AND GAS			
		FY 2025	FY 2026	
	Permit application fee	\$ 100.00	\$ 100.00	
	Permit Transfer fee	\$ 100.00	\$ 100.00	
	Plumbing Fixture or Gas outlet permit fee	\$ 30.00	\$ 30.00	Applies to each fixture and outlet.
	Shower Pan	\$ 25.00	\$ 25.00	
	Residential House Plumbing & Gas	\$ 400.00	\$ 400.00	
	Medical Gas/Vacuum System	\$ 100.00	\$ 100.00	
	Gas test	\$ 50.00	\$ 50.00	
	Gas Repair & Test	\$ 75.00	\$ 75.00	
	Annual Gas Test	\$ 100.00	\$ 100.00	
	Grease trap permit fee	\$ 100.00	\$ 100.00	
	Irrigation system permit fee	\$ 100.00	\$ 100.00	
	Service line permit fee	\$ 75.00	\$ 75.00	
	Minimum permit fee	\$ 100.00	\$ 100.00	
	Premature work charge (Starting before a permit is issued)			100% of the permit fee (additional) \$150.00 minimum
	Reinspection fee 1	\$ 100.00	\$ 100.00	
New	Reinspection fee 2	N/A	\$ 200.00	
New	Reinspection fee 3	N/A	\$ 300.00	
	Permit renewal fee			50% of the original permit fee
	Water Heater Replacement	\$ 100.00	\$ 100.00	
F.016	SEXUALLY ORIENTED BUSINESSES AND ADULT ARCADES			
		FY 2025	FY 2026	
	Sexually oriented business application fee (Original)	\$ 350.00	\$350.00 \$1,000.00	
	Sexually oriented business application fee (Renewal)	\$ 100.00	\$100.00 \$400.00	
	Sexually oriented business transfer fee	\$ 300.00	\$300.00 \$600.00	
	Adult arcade application fee	\$ 75.00	\$75.00 \$1,000.00	
	Adult arcade reinspection fee	\$ 60.00	\$60.00 \$400.00	
	Adult arcade transfer or amendment fee	\$ 15.00	\$15.00 \$600.00	
F.017	SIGNS			
		FY 2025	FY 2026	
	Biennial Operating Permit fee after initial 2 years (all permanent signs)	\$10.00 + \$.50/SF of sign face area	\$10.00 + \$.50/SF of sign face area	
	Permit application fee	\$ 100.00	\$ 100.00	New Sign Permit valid for two years
	Permit Transfer fee	\$ 100.00	\$ 100.00	
	Festival Sign Permit Fee	\$ 5.00	\$ 5.00	
	Sign permit fee	\$ 2.00	\$ 2.00	Per square foot of sign face
	Minimum permit fee	\$ 75.00	\$ 75.00	
	Premature work charges (starting before a permit is issued)	\$150.00 + Regular sign permit fees	\$150.00 + Regular sign permit fees	
	Reinspection fee	\$ 100.00	\$ 100.00	
	Sign operating permit fee (Payable per sign, per term of permit. Term is one year for temporary signs, 24 months for all others.)	\$10.00 plus \$0.50 per sq. ft. of display area	\$10.00 plus \$0.50 per sq. ft. of display area	"Display area" and "sign" are defined in Chapter 6. <i>Exceptions</i> : Fees do not apply to signs covered by affirmative defenses or signs for conforming uses allowed in residential districts.
F.018	RESERVED			

		FY 2025	FY 2026	
F.019	TREES			
		FY 2025	FY 2026	
	Replacement Planting Fee per Caliper Inch	\$ 250.00	\$ 250.00	Fee for replacement trees when planting on site is not an option.
	Permit Transfer fee	\$ 100.00	\$ 100.00	
	Removal permit fee	\$ 100.00	\$ 100.00	<i>Exception</i> : There is no fee for dead, dying, diseased,
	Low impact evaluation fee	\$ 100.00	\$ 100.00	Non-structures such as patios, irrigation systems, etc.
	Survey and disposition review fee (major construction)	\$ 250.00	\$ 250.00	Includes new construction including residential, commercial, pools, major additions, etc.
	Survey and disposition review fee (minor construction)	\$ 150.00	\$ 150.00	Includes demolitions, garages, alterations and renovations.
F.020	WATER AND SEWER SERVICE			
		FY 2025	FY 2026	
	Service Connect	\$ 50.00	\$ 50.00	Each time service is established
	Delinquent account service fee	\$ 50.00	\$ 50.00	Fee <u>per meter</u> for accounts that are subject to disconnection due to past due status of the bill. The fee is charged on these accounts regardless if the service is disconnected or not.
	After hours delinquent reconnect fee	\$ 60.00	\$ 60.00	Reconnect service after 4 p.m. or before 8 a.m.
	Residential Deposit	\$ 200.00	\$ 200.00	Maximum for residential accounts
	Commercial Deposit	\$ 500.00	\$ 500.00	Maximum for non-residential accounts (builders, developers, commercial)
	Return check (or ACH) charge	\$ 35.00	\$ 35.00	(see "Administration")
	Periodic Charges:			
	The total charge per month for each customer is the sum of the applicable base monthly charges (for both water and sewer), for each meter, plus the charges for gallons (for both water and sewer)			
	Notes:			
	(1) "Residential-only premises" refers to premises that are used only for residential purposes.			
	(2) "Water-only meters" refers to meters that serve only irrigation systems and other fixtures from which there is no return flow into the sanitary sewer system; "regular meters" refers to			
		FY 2025	FY 2026	
	Base Monthly Charges:			
	<i>Meters serving residential-only premises:</i>			
	3/4" meter:	\$ 13.41	\$ 19.44	2026 rates capture 25% fixed charge recovery
	1" meter	\$ 29.94	\$ 43.41	2026 rates capture 25% fixed charge recovery
	1-1/2" meter	\$ 57.05	\$ 82.72	2026 rates capture 25% fixed charge recovery
New	2" meter	\$ 93.54	\$ 135.64	2026 rates capture 25% fixed charge recovery
	<i>Meters serving any other premises:</i>			
	3/4" meter	\$ 39.31	\$ 57.00	2026 rates capture 25% fixed charge recovery
	1" meter	\$ 55.30	\$ 80.19	2026 rates capture 25% fixed charge recovery
	1-1/2" meter	\$ 81.87	\$ 118.71	2026 rates capture 25% fixed charge recovery
	2" meter	\$ 249.40	\$ 361.63	2026 rates capture 25% fixed charge recovery
	3" meter	\$ 669.70	\$ 971.07	2026 rates capture 25% fixed charge recovery
	Gallonge Charges (per 1,000 gallons):			
	<i>Regular meters:</i>			
	First 3,000 gallons (0 to 3,000)	\$ 5.29	N/A	
	Next 6,000 gallons (3,001 to 9,000)	\$ 6.43	N/A	
	Next 6,000 gallons (9,001 to 15,000)	\$ 7.63	N/A	
	Next 10,000 gallons (15,001 to 25,000)	\$ 9.14	N/A	
	Each 1,000 gallons thereafter (over 25,000)	\$ 12.14	N/A	
	First 4,000 gallons (0 to 4,000)	N/A	\$ 4.77	
	Next 4,000 gallons (4,001 to 8,000)	N/A	\$ 5.96	
	Next 4,000 gallons (8,001 to 12,000)	N/A	\$ 7.15	
	Next 6,000 gallons (12,001 to 18,000)	N/A	\$ 9.51	
	Each 1,000 gallons thereafter (over 18,000)	N/A	\$ 14.31	

		FY 2025	FY 2026	
	Water-only meters:			
	First 7,500 gallons	\$ 7.09	N/A	
	Next 7,500 gallons (7,501 to 15,000)	\$ 9.14	N/A	
	Each 1,000 gallons thereafter (over 15,000)	\$ 12.14	N/A	
	Water-only meters:			
	First 6,000 gallons	N/A	\$ 7.09	
	Next 9,000 gallons (6,001 to 15,000)	N/A	\$ 9.14	
	Each 1,000 gallons thereafter (over 15,000)	N/A	\$ 12.15	
	Sewer Rates			
	Base Monthly Charges:			
	Meters serving residential-only premises	\$ 10.10	\$ 14.14	
	Meters serving any other premises	\$ 24.23	\$ 33.92	
	Gallonge charges (per 1,000 gallons):			
	Residential-only premises	\$ 4.49	\$ 4.61	
	Any other premises	\$ 4.49	\$ 4.61	
	Water Meter Replacement Charges:			
	Replace damaged 3/4" water meter.	\$ 500.00	\$ 500.00	Includes cost for labor and misc. materials
	Replace damaged 1" water meter.	\$ 600.00	\$ 600.00	Includes cost for labor and misc. materials
	Replace damaged 1 1/2" water meter.	\$ 1,500.00	\$ 1,500.00	Includes cost for labor and misc. materials
	Replace damaged 2" water meter.	\$ 1,700.00	\$ 1,700.00	Includes cost for labor and misc. materials
F.021	ZONING & PLANNING COMMISSION			
	Plats and replats	The fee is the City's actual cost of plat review, plus incidentals. The review is done by a planner retained by the City or by City staff. Incidentals include legal notices, surveys, title and legal work, research, signature requests, recording, copies, etc., as may be required and not provided by the applicant. DEPOSIT. A deposit amount (due with the preliminary application) is estimated by the City staff, but the minimum deposit is \$500 base fee (or \$200.00 base fee for amending plats only), plus \$10.00 for each lot and reserve shown on the plat or replat, plus \$100 for those requiring newspaper legal notice, plus \$100.00 for each separate legal instrument needed (easements, etc.).		
	Rezoning requested by applicant for that person's special benefit	\$500 \$5,000 plus out-of-pocket costs for drafting and review by planner, engineer, attorney and other consultant. A deposit is estimated by the city planner, and may be increased as the matter proceeds. The deposit must be increased to cover the estimated full costs at these stages: (1) before the meeting of the Commission to consider a preliminary report, (2) before any hearing notices are sent out and (3) before the meeting at which the Commission considers its final report.		
F.022	ZONING BOARD OF ADJUSTMENT			
	Appeal of building official decision	\$250.00. Exception: \$500.00 plus out-of-pocket review costs for appeals requiring review by planner, engineer, attorney or other consultant. A deposit is estimated by the city planner and must be paid with the application. The full cost is payable before the hearing. In addition to all other fee items, the applicant must pay the actual cost of notices; see below.		
	Special exception	\$1,000 per exception per proposed building site affected. Exception: \$1,000 plus out-of-pocket review costs for exceptions requiring review by planner, engineer, attorney or other consultant. A deposit is estimated by the city planner and must be paid with the application. The full cost is payable before the hearing. In addition to all other fee items, the applicant must pay the actual cost of notices; see below.		
	Variance	\$1,000 per variance per proposed building site affected. Exception: \$1,000 plus out-of-pocket review costs for variances requiring review by planner, engineer, attorney or other consultant. A deposit is estimated by the city planner and must be paid with the application. The full cost is payable before the hearing. In addition to all other fee items, the applicant must pay the actual cost of notices; see below.		
	Other application	\$1,000 per action item requested. Exception: \$1,000 plus out-of-pocket review costs for appeals requiring review by planner, engineer, attorney or other consultant. A deposit is estimated by the city planner and must be paid with the application. The full cost is payable before the hearing. In addition to all other fee items, the applicant must pay the actual cost of notices; see below.		

		FY 2025	FY 2026	
	Cost of notices	In addition to all other fee items, the applicant must pay the City's actual out-of-pocket cost of giving notices and recording decisions in the real property records. A deposit of \$200.00 is due at the time of application. Any excess cost must be paid before the hearing or release of decision.		
	Refunds	No fees or costs are refundable unless: (i) the applicant prevails, (ii) the ZBA reverses or modifies an administrative interpretation or other decision; and (iii) the ZBA determines that a refund (full or partial) would be just and equitable under the facts and circumstances of the case.		
F.023	PUBLIC SAFETY			
		FY 2025	FY 2026	
	Alarm Permit Application Fee	\$ 30.00	\$ 30.00	
	Annual permit renewal fee	\$ 15.00	\$ 15.00	
	Burglary False Alarm Fees	\$ 50.00	\$ 50.00	Per occurrence on the 4th and 5th false alarm in a 12 month period.
	Burglary False Alarm Fees	\$ 75.00	\$ 75.00	Per occurrence on the 6th and 7th false alarm in a 12 month period.
	Burglary False Alarm Fees	\$ 100.00	\$ 100.00	Per occurrence on the 8th or more false alarms in a 12 month period.
	Fire or Medical False Alarm Fees	\$ 175.00	\$ 175.00	Per occurrence on the 4th or more false alarms in a 12 month period
	Copies of accident reports or accident information			
	Certification that no such report or information is on file	\$ 6.00	\$ 6.00	
	Copies of incident reports	\$ 1.00	\$ 1.00	
	CPR/AED Certification Class	\$ 40.00	\$ 40.00	
	DirectLink Monthly Alarm Fee	\$ 35.00	\$ 35.00	
	DirectLink Interactive Gold	\$ 8.95	\$ 8.95	Optional add on to regular service
	DirectLink Interactive Gold Plus Video	\$ 14.95	\$ 14.95	Optional add on to regular service and Gold package



AGENDA MEMO
Business of the City Council
City of West University Place, Texas

Meeting Date	01.15.2026	Agenda Item	8A
Approved by City Manager	Not Applicable	Presenter(s)	A. Bishop, Asst. to the City Manager
Reviewed by City Attorney	Not Applicable	Department	Administration
Subject	City Council Minutes		
Attachments	Meeting Minutes		
Financial Information	Expenditure Required:	Not Applicable	
	Amount Budgeted:	Not Applicable	
	Account Number:	Not Applicable	
	Additional Appropriation Required:	Not Applicable	
	Additional Account Number:	Not Applicable	

Executive Summary

Approve the City Council approving the City Council Minutes of the January 12, 2026, meeting.

Recommended Action

Staff recommends approval of the minutes of the Special and Regular City Council meeting of January 12, 2026.



City of West University Place

A Neighborhood City

CITY COUNCIL

Susan Sample, Mayor
John Barnes, Mayor Pro Tem
John Bertini, Councilmember
Clay Brett, Councilmember
Kalie Rainsberger, Councilmember

STAFF

David Beach, City Manager
Loren Smith, Olson & Olson, City Attorney
Tracylynn Garcia, City Secretary

City Council Meeting Minutes

On January 12, 2026 the West University Place City Council held the following meetings:

- **Special Meeting at 6:00 p.m. and a**
- **Regular Meeting beginning at 6:27 p.m.**

Both meetings were held in the Municipal Building, located at 3800 University Boulevard, for the purpose of considering the agenda of items listed.

SPECIAL MEETING (6:15 PM)

1. **Call Meeting to Order**

Mayor Sample called the meeting to order at 6:01 p.m. The Council in attendance were Mayor Pro Tem Barnes, Councilmembers Brett, Bertini and Rainsberger.

Staff members in attendance were City Manager Beach, Assistant to the City Manager Bishop, and City Attorney Smith (Olson and Olson).

2. **Recess Special Meeting and Convene Executive Session**

The City Council will recess to convene an executive session as authorized by Title 5, Chapter 551, Texas Government Code, for the following purposes: Sec. 551.071 Consultation with City Attorney and Sec. 551.072 Deliberation Regarding Real Property.

At approximately 6:01 p.m., Mayor Sample recessed the special meeting to convene executive session.

3. **Adjourn Executive Session and Reconvene Special Meeting**

At approximately 6:30 p.m., Councilmember Britini motioned to adjourn the executive session and reconvene the special meeting, seconded by Mayor Pro Tem Barnes.

Motion carried unanimously.

4. **Adjourn Special Meeting and Convene Regular Meeting**

At 6:27 p.m., Councilmember Brett motioned to adjourn the Special Meeting, seconded by Mayor Pro Tem Barnes.

Motion carried unanimously.

REGULAR MEETING (6:30 PM)

5. Call Meeting to Order

Mayor Sample called the meeting to order at 6:30 p.m. The Council in attendance were Mayor Pro Tem Barnes, Councilmembers Brett, Bertini and Rainsberger.

Staff members in attendance were City Manager Beach, City Attorney Smith (Olson and Olson), Police Chief Ratliff, Parks and Recreation Director White, Parks and Recreation Administrative Coordinator Rains, Public Works Director Leech, and members of his staff, City Engineer Harrison, and Assistant to the City Manager Bishop.

6. Pledge of Allegiance

Pledge was led by Mayor Pro Tem Barnes.

7. Public Comments

Public comments were received from:

- David Hawes, 3616 Amherst
- David Cole. 4104 Cason

8. Employee of the Year Recognition

Matters related to recognizing Charlotte Rains (Herling) as the 2025 Employee of the Year. *Recommended Action: No action required.* **Mr. J. Urban, Human Resources Director.** [See Agenda Memo 8]

No action taken.

9. Wastewater Treatment Plant Change Order No. 2

Matters related to approving a change order for the Wastewater Treatment Plant project. *Recommended Action: Approve Change Order No. 2 in the amount of (132,118.78) with Persons Services Corporation and authorize the City Manager to execute the change order.* **Mr. M. Leech, Public Works Director** [See Agenda Memo 9]

Mayor Pro Tem Barnes mentioned to approve Change Order No. 2 in the amount of -\$132,118.78 with Persons Services Corporation and authorized the City manager to execute the Change Order, seconded by Councilmember Brett.

Motion carried unanimously.

10. West Side Drainage Improvement Project Update

Matters related to approving an agreement amendment with HDR Inc for additional modeling services to support the West Side Drainage Improvement Project. *Recommended action: Approve Agreement Amendment No. 1 with HDR Inc. In an amount not to exceed \$337,563.50 for additional storm water modeling efforts associated with the West Side Paving & Drainage improvements and to authorize the City Manager to execute the amendment.* **Mr. M. Leech, Public Works Director, and C. Harrison, City Engineer.** [See Agenda Memo 10]

Mayor Pro Tem Barnes mentioned to approve Agreement Amendment No. 1 with HDR Inc. In an amount not to exceed \$337,563.50 for additional storm water modeling efforts associated with the West Side Paving & Drainage improvements and authorized the City Manager to execute the amendment, seconded by Councilmember Brett.

Motion carried unanimously.

11. Preserving and Enhancing Neighborhood Character

Matters related to a presentation of the City's current standards and regulations applicable to each matter of interest. *Recommended Action: Discuss and provide feedback and direction.* **Mr. C. Brett, Councilmember, Mrs. K. Rainsberger, Councilmember, and Mr. M. Leech, Public Works Director** [See Agenda Memo 11]

Council provided feedback.

12. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item in question will be removed from the Consent Agenda and be considered in its normal sequence on the agenda.

A. Approval of the Minutes

Matters related to approving the City Council Minutes for the meeting of December 8, 2025. *Recommended Action: Approve the minutes of the Regular City Council meeting of December 8, 2025.* **Ms. T. Garcia, City Secretary** [See Agenda Memo 12A]

B. October 2025 Monthly Financial Report

Matters related to receiving the City's monthly Financial Report for October 2025. *Recommended action: Receive the City's October 2025 Monthly Financial Report.* **Ms. M. Kalka, Finance Director** [See Agenda Memo 12B]

C. Vacant Structure Ordinance

Matters related to approving Ordinance 3100 related to vacant structures and properties on the second and final reading. *Recommended Action: Adopt Ordinance 3100 on the second and final reading.* **Mr. M. Leech, Public Works Director** [See Agenda Memo 12C]

D. Water Well 10 Sanitary Control Easement Ordinance

Matters related to requesting City Council approval of a Texas Commission on Environmental Quality (TCEQ) required ordinance associated with the protection of proposed West University Place Water Well 10. *Recommended Action: Approve Ordinance 3102 on the second and final reading and authorize the city manager to execute the subject Texas Commission on Environmental Quality (TCEQ) required ordinance associated with the protection of West University Place Water Wells.* **Mr. M. Leech, Public Works Director** [See Agenda Memo 12D]

E. Medical Director Appointment

Matters related to approving an agreement to appoint a Medical Director pursuant to Texas Emergency Medical Service Rules 22 of the Texas Administrative Code Chapter 197.1-197.6, governing Ambulances Services. *Recommended Action: Approve the agreement appointing Lars Thestrup, MD to serve as Medical Director and authorize the City Manager to execute the agreement.* **Mr. J. Novak, Fire Chief** [See Agenda Memo 12E]

Mayor Pro Tem Barnes made a motion to approve Consent Agenda items A, B, C, D, and E, seconded by Councilmember Rainsberger.

Motion carried unanimously.

13. Adjourn Regular Meeting

Councilmember Brett made the motion to adjourn the Regular Meeting at approximately 8:39 p.m., seconded by Mayor Pro Tem Barnes.

Motion carried unanimously.

Prepared by: Austin Bishop, Assistant to the City Manager

Council Approved:



AGENDA MEMO

Business of the City Council
City of West University Place, Texas

Meeting Date	01.26.2026	Agenda Item	8B
Approved by City Manager	Yes	Presenter(s)	Marie Kalka, Director
Reviewed by City Attorney	N/A	Department	Finance
Subject	Quarterly Investment Report		
Attachments	December 2025 Quarterly Investment Report		
Financial Information	Expenditure Required:	Not applicable	
	Amount Budgeted:	Not applicable	
	Account Number:	Not applicable	
	Additional Appropriation Required:	Not applicable	
	Additional Account Number:	Not applicable	

Executive Summary

The Texas Government Code, Section 2256 (known as the Public Funds Investment Act or PFIA) requires that the City Council and the City Manager receive quarterly investment reports.

The quarterly report ending December 31, 2025, meets the requirements established by the PFIA and the investment strategies outlined in the City's Investment Policy.

Recommended Action

Staff recommend City Council accept the City's December 2025 Quarterly Investment Report.



City of
**West University
Place**

QUARTERLY INVESTMENT REPORT

31-Dec-25

Presented January 27, 2026

ECONOMIC SUMMARY - DECEMBER 2025

- The Federal Reserve convened twice during the third quarter. Available indicators suggest that economic activity has been expanding at a moderate pace. Job gains have slowed this year, and the unemployment rate has edged up through September. More recent indicators are consistent with these developments. Inflation has moved up since earlier in the year and remains somewhat elevated.

The Committee seeks to achieve maximum employment and inflation at the rate of 2 percent over the longer run. Uncertainty about the economic outlook remains elevated. The Committee is attentive to the risks to both sides of its dual mandate and judges that downside risks to employment rose in recent months.

In support of its goals and in light of the shift in the balance of risks, the Committee decided to lower the target range for the federal funds rate by 1/4 percentage point to 3-1/2 to 3 3/4 percent. In considering the extent and timing of additional adjustments to the target range for the federal funds rate, the Committee will carefully assess incoming data, the evolving outlook, and the balance of risks. The Committee is strongly committed to supporting maximum employment and returning inflation to its 2 percent objective.

-Metro Houston jobs showed continued growth through late 2025, with total nonfarm employment in the Houston MSA rising to approximately 3,467,700 by September 2025. The unemployment rate for the Houston MSA in September 2025 was about 4.8%, compared with 4.0% for the State of Texas.

- Consumer Price Index for the Houston MSA core based statistical area declined 0.1% for the two months ending in August 2025. Assistant Commissioner for Regional Operations Michael Hirniak noted that a 2.1-percent fall in the energy index was the leading factor in the all items decrease. The index for food rose 0.4 percent over the same period, while the all items less food and energy index was unchanged.

PORTFOLIO TRANSACTIONS - For the Quarter Ended December 2025

- Total Book Value of the City's portfolio increased by \$7,859,923.34 from \$108.6 million to \$116.4 million for the quarter, which was primarily due to receipts of property, sales, and franchise taxes as well as charges for services exceeding operating expenditures and the sale of capital bonds. This is expected for this time of year, since the majority of the City's revenue is derived from property tax receipts, which are primarily received during the first and fourth quarters of each year.

- Investments in TexPool increased by \$17.1 million for the quarter, from \$26.1 million to \$43.2 million. Investments in TexasClass increased by \$112 thousand in interest. Cash in JP Morgan Chase Bank decreased by \$9.4 million for the quarter.

- The full listing of transactions for the quarter can be found in the report.

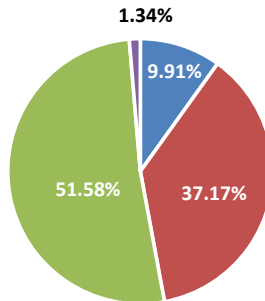
CITY OF WEST UNIVERSITY PLACE

Monthly Investment Report

Period Ending: December 31, 2025



SECURITY SECTOR



■ TexasClass ■ TexPool ■ US Agency ■ JPMorgan

		September 30, 2025	December 31, 2025
		Beginning Balance	Ending Balance
CASH AND INVESTMENT POOLS			
JPMorgan Chase Bank *	Market Value	\$ 10,972,600.94	\$ 1,557,832.19
TexPool	Market Value	\$ 26,128,600.54	\$ 43,235,871.67
Texas CLASS	Market Value	\$ 11,413,481.94	\$ 11,526,438.14
AGENCY SECURITIES			
	Book Value	\$ 60,055,682.23	\$ 60,110,146.99
	Market Value	\$ 60,095,146.44	\$ 60,163,081.26
	Par Value	\$ 60,000,000.00	\$ 60,000,000.00
TOTAL PORTFOLIO			
	Book Value	\$ 108,570,365.65	\$ 116,430,288.99
	Market Value	\$ 108,609,829.86	\$ 116,483,223.26
	Par Value	\$ 108,514,683.42	\$ 116,320,142.00
	Weighted Average Call/Maturity (in days)		71
	Weighted Average Maturity (in days)		71
	Weighted Average Yield to Maturity		3.84%
	Earnings / Current Year to Date	\$	4,386,459.04
	Accrued Interest	\$	371,487.34
COMPARATIVE YIELDS			
	Treasury Bill / 3 Month		3.68%
	Treasury Bill / 6 Month		3.63%
	Treasury Note / 1 Year		3.54%

* Bank Statement Balance

This report is presented in accordance with the Texas Government Code Title 10 / Section 2256.023.

The below signed hereby certify that, to the best of their knowledge on the date this report was generated, the City of West University Place is in compliance with the provisions of Government Code 2256 and with the stated policies and strategies of the City of West University Place.

Neelie Walker
Finance Manager

Marie Kalka
Finance Director

Darla Steubing
Fiscal Services Officer

City of West University Place
Portfolio Holdings
As of 12/31/2025

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Book Value	Market Value	Maturity Date	Days To Maturity	Accrued Interest	% of Portfolio
General Fund - Fixed Income											
FAMC 4.07 2/17/2026	31424WWT5	3/17/2025	4.070	10,000,000.00	10,000,000.00	10,000,000.00	10,002,900.00	2/17/2026	48	151,494.44	8.60
T-Bond 4.25 1/31/2026	91282CJV4	3/13/2025	4.028	10,000,000.00	10,018,750.00	10,001,793.98	10,003,100.00	1/31/2026	31	176,698.37	8.60
T-Note 4.125 10/31/2026	91282CLS8	11/13/2025	3.633	10,000,000.00	10,046,093.75	10,039,808.24	10,043,800.00	10/31/2026	304	69,509.67	8.60
T-Note 4.375 8/15/2026	91282CHU8	11/13/2025	3.717	10,000,000.00	10,048,069.30	10,039,679.02	10,049,609.38	8/15/2026	227	164,062.50	8.60
T-Note 4.5 3/31/2026	91282CKH3	6/10/2025	4.195	10,000,000.00	10,023,372.40	10,007,154.82	10,021,484.38	3/31/2026	90	113,736.26	8.60
T-Note 4.875 4/30/2026	91282CKK6	6/10/2025	4.191	10,000,000.00	10,058,619.50	10,021,710.93	10,042,187.50	4/30/2026	120	82,147.79	8.60
Sub Total / Average General Fund - Fixed Income			3.972	60,000,000.00	60,194,904.95	60,110,146.99	60,163,081.26		137	757,649.03	51.58
General Fund - JPMorgan Operating											
JPMorgan Chase Cash	CASH8159	12/31/2015	0.000	1,557,832.19	1,557,832.19	1,557,832.19	1,557,832.19	N/A	1		1.34
Sub Total / Average General Fund - JPMorgan Operating			0.000	1,557,832.19	1,557,832.19	1,557,832.19	1,557,832.19		1	0.00	1.34
General Fund - TexasClass											
LGIP LGIP	TEXASCLASS	10/26/2020	3.736	11,526,438.14	11,526,438.14	11,526,438.14	11,526,438.14	N/A	1		9.91
Sub Total / Average General Fund - TexasClass			3.736	11,526,438.14	11,526,438.14	11,526,438.14	11,526,438.14		1	0.00	9.91
General Fund - TexPool											
LGIP LGIP	TEXPOOL	9/30/2008	3.827	43,235,871.67	43,235,871.67	43,235,871.67	43,235,871.67	N/A	1		37.17
Sub Total / Average General Fund - TexPool			3.827	43,235,871.67	43,235,871.67	43,235,871.67	43,235,871.67		1	0.00	37.17
Total / Average			3.842	116,320,142.00	116,515,046.95	116,430,288.99	116,483,223.26		71	757,649.03	100

Description	CUSIP/Ticker	Settlement Date	Maturity Date	Beginning MV	Ending MV	Beginning BV	Ending BV	Beginning Face Amount/Shares	Ending Face Amount/Shares	Ending Days To Call/Maturity	Ending Days To Maturity	Ending YTM @ Cost	Interest Earned During Period- BV	Ending Market Accrued Interest
Cash														
JPMorgan Chase Cash	CASH8159	12/31/2015	N/A	10,972,600.94	1,557,832.19	10,972,600.94	1,557,832.19	10,972,600.94	1,557,832.19	1	1	0.000	0.00	N/A
Sub Total/Average Cash				10,972,600.94	1,557,832.19	10,972,600.94	1,557,832.19	10,972,600.94	1,557,832.19	1	1	0.000	0.00	0.00
Local Government Investment Pool														
LGIP LGIP	TEXASCLASS	10/26/2020	N/A	11,413,481.94	11,526,438.14	11,413,481.94	11,526,438.14	11,413,481.94	11,526,438.14	1	1	3.736	112,956.20	N/A
LGIP LGIP	TEXPOOL	9/30/2008	N/A	26,128,600.54	43,235,871.67	26,128,600.54	43,235,871.67	26,128,600.54	43,235,871.67	1	1	3.827	386,254.46	N/A
Sub Total/Average Local Government Investment Pool				37,542,082.48	54,762,309.81	37,542,082.48	54,762,309.81	37,542,082.48	54,762,309.81	1	1	3.808	499,210.66	0.00
US Agency														
FAMC 4.07 2/17/2026	31424WWT5	3/17/2025	2/17/2026	10,000,615.20	10,002,900.00	10,000,000.00	10,000,000.00	10,000,000.00	10,000,000.00	48	48	4.070	102,880.55	151,494.44
Sub Total/Average US Agency				10,000,615.20	10,002,900.00	10,000,000.00	10,000,000.00	10,000,000.00	10,000,000.00	48	48	4.070	102,880.55	151,494.44
US Treasury														
T-Bond 4.25 1/31/2026	91282CJV4	3/13/2025	1/31/2026	10,012,500.00	10,003,100.00	10,007,118.06	10,001,793.98	10,000,000.00	10,000,000.00	31	31	4.028	100,925.92	176,698.37
T-Note 3 10/31/2025	9128285J5	1/31/2025	10/31/2025	9,981,250.00	0.00	9,989,709.25	0.00	10,000,000.00	0.00				35,562.49	0.00
T-Note 4.125 10/31/2026	91282CLS8	11/13/2025	10/31/2026	0.00	10,043,800.00	0.00	10,039,808.24	0.00	10,000,000.00	304	304	3.633	48,410.62	69,509.67
T-Note 4.375 8/15/2026	91282CHU8	11/13/2025	8/15/2026	0.00	10,049,609.38	0.00	10,039,679.02	0.00	10,000,000.00	227	227	3.717	48,674.94	164,062.50
T-Note 4.5 3/31/2026	91282CKH3	6/10/2025	3/31/2026	10,033,203.12	10,021,484.38	10,014,468.63	10,007,154.82	10,000,000.00	10,000,000.00	90	90	4.195	106,422.45	113,736.26
T-Note 4.875 4/30/2026	91282CKK6	6/10/2025	4/30/2026	10,060,937.50	10,042,187.50	10,038,355.97	10,021,710.93	10,000,000.00	10,000,000.00	120	120	4.191	106,569.33	82,147.79
T-Note 5 10/31/2025	91282CJE2	1/31/2025	10/31/2025	10,006,640.62	0.00	10,006,030.32	0.00	10,000,000.00	0.00				36,089.24	0.00
Sub Total/Average US Treasury				50,094,531.24	50,160,181.26	50,055,682.23	50,110,146.99	50,000,000.00	50,000,000.00	154	154	3.953	482,654.99	606,154.59
Total / Average				108,609,829.86	116,483,223.26	108,570,365.65	116,430,288.99	108,514,683.42	116,320,142.00	71	71	3.842	1,084,746.20	757,649.03

Description	CUSIP/Ticker	Beginning Face Amount/Shares	Ending Face Amount/Shares	Beginning MV	Ending MV	Beginning BV	Ending BV	Beginning YTM @ Cost	Ending YTM @ Cost	Ending Market Accrued Interest	Interest/ Dividends	Interest Earned During Period- BV
Cash												
JPMorgan Chase Cash	CASH8159	10,972,600.94	1,557,832.19	10,972,600.94	1,557,832.19	10,972,600.94	1,557,832.19	0.000	0.000	N/A	0.00	0.00
Cash		10,972,600.94	1,557,832.19	10,972,600.94	1,557,832.19	10,972,600.94	1,557,832.19	0.000	0.000	0.00	0.00	0.00
Local Government Investment Pool												
LGIP LGIP	TEXASCLASS	11,413,481.94	11,526,438.14	11,413,481.94	11,526,438.14	11,413,481.94	11,526,438.14	4.189	3.736	N/A	112,956.20	112,956.20
LGIP LGIP	TEXPOOL	26,128,600.54	43,235,871.67	26,128,600.54	43,235,871.67	26,128,600.54	43,235,871.67	4.252	3.827	N/A	386,254.46	386,254.46
Local Government Investment Pool		37,542,082.48	54,762,309.81	37,542,082.48	54,762,309.81	37,542,082.48	54,762,309.81	4.233	3.808	0.00	499,210.66	499,210.66
US Agency												
FAMC 4.07 2/17/2026	31424WWT5	10,000,000.00	10,000,000.00	10,000,615.20	10,002,900.00	10,000,000.00	10,000,000.00	4.070	4.070	151,494.44	0.00	102,880.55
US Agency		10,000,000.00	10,000,000.00	10,000,615.20	10,002,900.00	10,000,000.00	10,000,000.00	4.070	4.070	151,494.44	0.00	102,880.55
US Treasury												
T-Bond 4.25 1/31/2026	91282CJV4	10,000,000.00	10,000,000.00	10,012,500.00	10,003,100.00	10,007,118.06	10,001,793.98	4.028	4.028	176,698.37	0.00	100,925.92
T-Note 3 10/31/2025	9128285J5	10,000,000.00	0.00	9,981,250.00	0.00	9,989,709.25	0.00	4.242		0.00	150,000.00	35,562.49
T-Note 4.125 10/31/2026	91282CLS8	0.00	10,000,000.00	0.00	10,043,800.00	0.00	10,039,808.24		3.633	69,509.67	0.00	48,410.62
T-Note 4.375 8/15/2026	91282CHU8	0.00	10,000,000.00	0.00	10,049,609.38	0.00	10,039,679.02		3.717	164,062.50	0.00	48,674.94
T-Note 4.5 3/31/2026	91282CKH3	10,000,000.00	10,000,000.00	10,033,203.12	10,021,484.38	10,014,468.63	10,007,154.82	4.195	4.195	113,736.26	0.00	106,422.45
T-Note 4.875 4/30/2026	91282CKK6	10,000,000.00	10,000,000.00	10,060,937.50	10,042,187.50	10,038,355.97	10,021,710.93	4.191	4.191	82,147.79	243,750.00	106,569.33
T-Note 5 10/31/2025	91282CJE2	10,000,000.00	0.00	10,006,640.62	0.00	10,006,030.32	0.00	4.260		0.00	250,000.00	36,089.24
US Treasury		50,000,000.00	50,000,000.00	50,094,531.24	50,160,181.26	50,055,682.23	50,110,146.99	4.183	3.953	606,154.59	643,750.00	482,654.99
		108,514,683.42	116,320,142.00	108,609,829.86	116,483,223.26	108,570,365.65	116,430,288.99	3.767	3.842	757,649.03	1,142,960.66	1,084,746.20

Description	CUSIP/Ticker	Coupon Rate	Security Sector	Security Type	Maturity Date	Settlement Date	Trade Date	Face Amount/Shares	Principal	Interest/Dividends	Total	Price	YTM @ Cost
Buy													
T-Note 4.125 10/31/2026	91282CLS8	4.125	US Treasury	Treasury Note	10/31/2026	11/13/2025	11/12/2025	10,000,000.00	10,046,093.75	14,813.54	10,060,907.29	100.460938	3.633
T-Note 4.375 8/15/2026	91282CHU8	4.375	US Treasury	Treasury Note	8/15/2026	11/13/2025	11/12/2025	10,000,000.00	10,048,069.30	106,997.28	10,155,066.58	100.480693	3.717
Sub Total / Average Buy								20,000,000.00	20,094,163.05	121,810.82	20,215,973.87		
Deposit													
JPMorgan Chase Cash	CASH8159	N/A	Cash	Cash	N/A	12/31/2025	12/31/2025	608,010.17	608,010.17	0.00	608,010.17	100	0.000
JPMorgan Chase Cash	CASH8159	N/A	Cash	Cash	N/A	10/31/2025	10/31/2025	10,362,885.36	10,362,885.36	0.00	10,362,885.36	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/31/2025	12/31/2025	131,217.34	131,217.34	0.00	131,217.34	100	0.000
LGIP LGIP	TEXASCLASS	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/31/2025	12/31/2025	36,515.70	36,515.70	0.00	36,515.70	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/24/2025	12/24/2025	232,667.82	232,667.82	0.00	232,667.82	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/24/2025	12/24/2025	778,053.55	778,053.55	0.00	778,053.55	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/18/2025	12/18/2025	423,105.41	423,105.41	0.00	423,105.41	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/18/2025	12/18/2025	1,418,026.10	1,418,026.10	0.00	1,418,026.10	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/12/2025	12/12/2025	421.69	421.69	0.00	421.69	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/11/2025	12/11/2025	48,601.99	48,601.99	0.00	48,601.99	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/11/2025	12/11/2025	162,036.92	162,036.92	0.00	162,036.92	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/10/2025	12/10/2025	21.96	21.96	0.00	21.96	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/10/2025	12/10/2025	43,929.90	43,929.90	0.00	43,929.90	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/10/2025	12/10/2025	146,231.28	146,231.28	0.00	146,231.28	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/9/2025	12/9/2025	10,800,000.00	10,800,000.00	0.00	10,800,000.00	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/8/2025	12/8/2025	87.62	87.62	0.00	87.62	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/5/2025	12/5/2025	8,944.78	8,944.78	0.00	8,944.78	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/5/2025	12/5/2025	27,982.26	27,982.26	0.00	27,982.26	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/30/2025	11/30/2025	132,410.53	132,410.53	0.00	132,410.53	100	0.000
LGIP LGIP	TEXASCLASS	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/30/2025	11/30/2025	36,766.58	36,766.58	0.00	36,766.58	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/6/2025	11/6/2025	5.20	5.20	0.00	5.20	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/3/2025	11/3/2025	20,500,000.00	20,500,000.00	0.00	20,500,000.00	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/31/2025	10/31/2025	122,626.59	122,626.59	0.00	122,626.59	100	0.000
LGIP LGIP	TEXASCLASS	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/31/2025	10/31/2025	39,673.92	39,673.92	0.00	39,673.92	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/30/2025	10/30/2025	193.13	193.13	0.00	193.13	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/6/2025	10/6/2025	23.36	23.36	0.00	23.36	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/2/2025	10/2/2025	272.97	272.97	0.00	272.97	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/1/2025	10/1/2025	5,975.03	5,975.03	0.00	5,975.03	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/1/2025	10/1/2025	15,409.57	15,409.57	0.00	15,409.57	100	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/1/2025	10/1/2025	10,000,000.00	10,000,000.00	0.00	10,000,000.00	100	0.000
Sub Total / Average Deposit								56,082,096.73	56,082,096.73	0.00	56,082,096.73		
Interest													
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/31/2025	12/31/2025	0.00	0.00	131,217.34	131,217.34		0.000
LGIP LGIP	TEXASCLASS	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/31/2025	12/31/2025	0.00	0.00	36,515.70	36,515.70		0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/30/2025	11/30/2025	0.00	0.00	132,410.53	132,410.53		0.000
LGIP LGIP	TEXASCLASS	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/30/2025	11/30/2025	0.00	0.00	36,766.58	36,766.58		0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/31/2025	10/31/2025	0.00	0.00	122,626.59	122,626.59		0.000
LGIP LGIP	TEXASCLASS	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/31/2025	10/31/2025	0.00	0.00	39,673.92	39,673.92		0.000
T-Note 3 10/31/2025	9128285J5	3.000	US Treasury	Treasury Note	10/31/2025	10/31/2025	10/31/2025	0.00	0.00	150,000.00	150,000.00		0.000
T-Note 4.875 4/30/2026	91282CKK6	4.875	US Treasury	Treasury Note	4/30/2026	10/31/2025	10/31/2025	0.00	0.00	243,750.00	243,750.00		0.000
T-Note 5 10/31/2025	91282CJE2	5.000	US Treasury	Treasury Note	10/31/2025	10/31/2025	10/31/2025	0.00	0.00	250,000.00	250,000.00		0.000
Sub Total / Average Interest								0.00	0.00	1,142,960.66	1,142,960.66		
Matured													
T-Note 3 10/31/2025	9128285J5	3.000	US Treasury	Treasury Note	10/31/2025	10/31/2025	10/31/2025	10,000,000.00	10,000,000.00	0.00	10,000,000.00	0	0.000
T-Note 5 10/31/2025	91282CJE2	5.000	US Treasury	Treasury Note	10/31/2025	10/31/2025	10/31/2025	10,000,000.00	10,000,000.00	0.00	10,000,000.00	0	0.000
Sub Total / Average Matured								20,000,000.00	20,000,000.00	0.00	20,000,000.00		
Withdraw													
JPMorgan Chase Cash	CASH8159	N/A	Cash	Cash	N/A	11/30/2025	11/30/2025	20,385,664.28	20,385,664.28	0.00	20,385,664.28	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/24/2025	12/24/2025	1,000,000.00	1,000,000.00	0.00	1,000,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/18/2025	12/18/2025	2,000,000.00	2,000,000.00	0.00	2,000,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/12/2025	12/12/2025	400,000.00	400,000.00	0.00	400,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	12/4/2025	12/4/2025	500,000.00	500,000.00	0.00	500,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/24/2025	11/24/2025	700,000.00	700,000.00	0.00	700,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/17/2025	11/17/2025	500,000.00	500,000.00	0.00	500,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/13/2025	11/13/2025	10,060,907.29	10,060,907.29	0.00	10,060,907.29	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/13/2025	11/13/2025	10,155,066.58	10,155,066.58	0.00	10,155,066.58	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	11/7/2025	11/7/2025	500,000.00	500,000.00	0.00	500,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/29/2025	10/29/2025	350,000.00	350,000.00	0.00	350,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/16/2025	10/16/2025	650,000.00	650,000.00	0.00	650,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/9/2025	10/9/2025	325,000.00	325,000.00	0.00	325,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/6/2025	10/6/2025	350,000.00	350,000.00	0.00	350,000.00	0	0.000
LGIP LGIP	TEXPOOL	N/A	Local Government Investment Pool	Local Government Investment Pool	N/A	10/2/2025	10/2/2025	400,000.00	400,000.00	0.00	400,000.00	0	0.000
Sub Total / Average Withdraw								48,276,638.15	48,276,638.15	0.00	48,276,638.15		