City of West University Place

A Neighborhood City

CITY COUNCIL
Bob Higley, Mayor
Kevin Trautner, Mayor Pro Tem
Lauri Lankford, Councilmember
John P. Barnes, Councilmember
Ed Sobash, Councilmember

STAFF
David J. Beach, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

City Council Meeting Agenda

Notice is hereby given of a **regular meeting** of the West University Place City Council to be held remotely on **Monday, September 28, 2020** beginning at **6:30 p.m.** for the purpose of considering the agenda of items listed.

Due to the Novel Coronavirus (COVID 19) pandemic and CDC's recommendation regarding social distancing measures, the meeting will be held via audio/video teleconference. City Council will be audible to members of the public and allow for two-way communications for those desiring to participate. To attend the meeting via telephonic means, please call 346-248-7799 or you can join via https://us02web.zoom.us/j/81937095694. The Meeting ID Number is 819 3709 5694.

Any person interested in speaking on any item on the regular agenda or during public comments must submit his/her request via email to the City Secretary at tgilliam@westutx.gov at least one (1) hour prior to the start of the meeting. The request must include the speaker's name, address, and the phone number that will be used for the call, and the agenda item number or description, if applicable.

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.

The agenda packet is accessible to the public on the City's website. After the meeting, a recording of this meeting will be made available to the public. To obtain a hard copy of the agenda packet, please contact the City Secretary via the email address above.

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1. **Call Regular Meeting to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **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 can either speak at this time or defer his/her comments until such time the item is discussed.

   Speakers are advised that comments cannot be received on matters which are the subject of a public hearing once the hearing has been closed. Public comments on matters on the agenda must be kept relevant to the subject before the Council. The presiding officer shall rule on the relevance of comments.

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.

5. <u>COVID-19 Update</u>

Matters related to COVID-19. *Recommended Action: Discuss and take any desired action.* ***Mr. Aaron Taylor, Fire Chief and Emergency Management Coordinator*** [see Agenda Memo 5]

6. <u>Adoption of the 2021 Budget</u>

Matters related to an ordinance adopting the budget for the fiscal year beginning January 1, 2021 and ending December 31, 2021 appropriating funds for such budget; containing findings and provisions relating to the subject. *Recommended Action: Two separate votes – (1) Approve the ordinance adopting the 2021 Budget on first and final reading and (2) ratify the property tax increase reflected in the budget.* ***Ms. Katherine DuBose, Finance Director.*** [see Agenda Memo 6]

7. <u>Adoption of the 2020 Tax Rate</u>

Matters related to an ordinance approving and adopting the 2020 tax rate. *Recommended Action: Move that the property tax rate be decreased by the adoption of a tax rate of $0.294066, which is effectively a 2.93 percent decrease in the tax rate and approve the ordinance adopting the 2020 tax rate on first and final reading.* ***Ms. Katherine DuBose, Finance Director.*** [see Agenda Memo 7]

8. <u>Adoption of the 2021 Fee Schedule</u>

Matters related to an ordinance adopting the City's 2021 Fee Schedule. *Recommended Action: Approve ordinance adopting the City's 2021 Fee Schedule on the first of two readings.* ***Mr. Dave Beach, City Manager and Ms. Katherine DuBose, Finance Director.*** [see Agenda Memo 8]

9. <u>Appointment of IT Director</u>

Matters related to the appointment of an IT Director. *Recommended Action: Approve the city manager's appointment of Kevin Davenport as the IT Director.* ***Mr. Dave Beach, City Manager*** [see Agenda Memo 9]

10. <u>Change in Start Time for Regular City Council Meetings</u>

Matters related to changing the start time for regular City Council meetings. *Recommended Action: Discuss and take any desired action.* ***Mr. Dave Beach, City Manager*** [see Agenda Memo 10]

11. <u>Agreement for Special Legal Services</u>

Matters related to authorizing the City Manager to enter into a legal services agreement for services related to the acquisition of the easement at W. Holcombe Boulevard and Buffalo Speedway. *Recommended Action: Authorize the City Manager to enter into an agreement with McFarland PLLC and begin easement acquisition proceedings, including condemnation proceedings, as necessary.* ***Mr. Dave Beach, City Manager*** [see Agenda Memo 11]

12. <u>Consent Agenda</u>

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 unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. <u>City Council Minutes</u>

Approve the Minutes of the Budget Workshop of September 8, 2020, the City Council Meeting Minutes of September 14, 2020 and the Special Meeting of September 21, 2020. *Recommended Action: Approve Minutes of August 24, 2020.* ***Ms. Thelma Gilliam, City Secretary*** [see Agenda Memo 12A]

B. <u>Memorandum of Understanding with City of Houston for Buffalo Speedway</u>

Matters related to an MOU for construction of drainage and roadway in City of Houston city limits. *Recommended Action: Approve MOU.* ***Mr. Gerardo Barrera, Public Works Director*** [see Agenda Memo 12B]

13. Adjourn Regular Meeting

In compliance with the Americans with Disabilities Act, please contact City Secretary Thelma Gilliam at 713.662.5813 at least 24 hours prior to the meeting to see whether the City can arrange for accommodations to assist in your participation in the meeting.

I certify that the attached notice and agenda of items to be considered by the West University Place City Council on September 28, 2020 was posted on the Municipal Building bulletin board on September 24, 2020, at approximately 4:30 o'clock p.m.

Thelma A. Gilliam

Thelma A. Gilliam, City Secretary

(SEAL)

AGENDA MEMO

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

Meeting Date	09.28.2020	**Agenda Item**	5
Approved by City Manager	Yes	**Presenter(s)**	A. Taylor, EMC, Fire Chief
Reviewed by City Attorney	N/A	**Department**	Fire
Subject	Information and Update Related to COVID-19 and City Response		
Attachments	None		
Financial Information	Expenditure Required:	None	
	Amount Budgeted:	None	
	Account Number:	None	
	Additional Appropriation Required:	None	
	Additional Account Number:	None	

Executive Summary

Update and discussion between City Council and staff on the COVID-19 emergency and City's response to this declared emergency.

Recommended Action

Discussion purposes only, no action recommended.

AGENDA MEMO

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

Meeting Date	09.28.20	**Agenda Item**	6
Approved by City Manager	Yes	**Presenter(s)**	K. DuBose, Director
Reviewed by City Attorney	N/A	**Department**	Finance
Subject	Adoption of the 2021 Budget		
Attachments	Ordinance		
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

The 2021 Budget appropriates $44,991,064 for general operations, water & wastewater operations, solid waste operations, debt service, internal services and special revenues for the fiscal year beginning January 1, 2021 and ending December 31, 2021. Included in this total is $8,978,120 of internal transfers. Not included in the total is an additional appropriation of $3,090,000 for capital projects.

Prior to this meeting to adopt the 2021 Budget, the City Manager and staff presented and discussed details of the appropriations, tax rates, and other information related to the annual budget at the following meetings/workshop:

- September 12 – City Council Budget Workshop
- September 14 – City Council Meeting
- September 21 – City Council Special Meeting (Public Hearing for Budget)

The Public Hearing on the 2021 Budget was held as required by State law to afford the residents an opportunity to provide related comments.

The City will be approving the ordinance at this meeting on first and final reading, because the budget must be approved no later than September 28, 2020. The budget is required to be approved within 30 days of filing the document with the City Secretary, which occurred on August 28, 2020.

Recommended Action

Staff recommends that the City Council take the following as separate actions:

1. First action: Adopt an ordinance on first and final reading approving and adopting the Budget for the fiscal year beginning January 1, 2021 and ending December 31, 2021.

2. Second action: Ratify the property tax increase reflected in the Budget.

City of West University Place
Harris County, Texas

Ordinance No. XXXX

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021; APPROPRIATING FUNDS FOR SUCH BUDGET AND CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT.

WHEREAS, as required by the City Charter and state law, the City Manager has prepared and submitted to the City Council a budget with an estimate of expenditures and revenue of all city departments and activities for the year beginning January 1, 2021 and ending December 31, 2021; and

WHEREAS, such budget has been timely filed with the City Secretary, the City Council has had sufficient time to review and revise such budget and notice of a public hearing upon such budget has been duly given; and

WHEREAS, a public hearing has been held, and all taxpayers and interested persons were provided an opportunity to attend and participate in such hearing; and

WHEREAS, public participation, input and suggestions regarding the budget have been received and considered by the City Council, and the City Council has made changes as the City Council considers warranted by law in the best interest of the municipal taxpayers, and the City Council has found and determined that the budget adopted by this ordinance does not allow expenditures during the budget period in excess of funds estimate to be on hand during the same period;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS:

Section 1. That the matters and facts set out in the preamble of this ordinance are found and determined to be true and correct and are hereby approved and adopted by the City Council.

Section 2. That the budget estimate of the revenues of the City of West University Place and the expenses of conducting the affairs thereof for the ensuing fiscal year, beginning January 1, 2021 and ending December 31, 2021, as finally submitted to the City Council by the City Manager of said City (a copy of which is on file in the City Secretary's office and on the City's website) be, and the same is in all things, adopted and approved as the budget

estimate of all the current expenses as well as the fixed charges against said City for the fiscal year beginning January 1, 2021, and ending December 31, 2021.

Section 3. That the sum of TWENTY-ONE MILLION TWO HUNDRED SEVENTY-SIX THOUSAND SEVENTY AND NO/100 DOLLARS ($21,276,070) is hereby appropriated out of the General Fund for the payment of operating expenses and capital outlay of the City Government.

Section 4. That the sum of SEVEN MILLION ONE HUNDRED EIGHTY THOUSAND THREE HUNDRED SEVENTY-FOUR AND NO/100 DOLLARS ($7,180,374) is hereby appropriated out of the General Fund Debt Service for the purpose of paying the accruing interest and redeeming the Serial Bonds as they mature on the General Fund Debt Service Bonds.

Section 5. That the sum of NINE MILLION THIRTY-SIX THOUSAND TWENTY AND NO/100 DOLLARS ($9,036,020) is hereby appropriated out of the Water and Sanitary Sewer System for the payment of operating expenses and capital outlay and for the purpose of paying the accruing interest and redeeming the Serial Bonds as they mature on the Water and Sanitary Sewer Fund Debt Service Bonds.

Section 6. That the sum of ONE MILLION NINE HUNDRED THIRTY-FIVE THOUSAND SEVEN HUNDRED AND NO/100 DOLLARS ($1,935,700) is hereby appropriated out of the Solid Waste Fund for the payment of operating expenses and capital outlay of the municipally owned Solid Waste Collection System.

Section 7. That the sum of TWO MILLION THREE HUNDRED SEVENTEEN THOUSAND AND NO/100 DOLLARS ($2,317,000) is hereby appropriated out of the Employee Benefit Fund for the payment of operating expenses for the health benefits of the employees.

Section 8. That the sum of TWO HUNDRED FIFTY-THREE THOUSAND NINE HUNDRED AND NO/100 DOLLARS ($253,900) is hereby appropriated out of the Human Resource Services Fund for the payment of operating expenses for city-wide human resource related expenses.

Section 9. That the sum of ONE HUNDRED FIFTY-THREE THOUSAND AND NO/100 DOLLARS ($153,000) is hereby appropriated out of the Vehicle Replacement Fund for the capital outlay for Vehicle Replacement Activities.

Section 10. That the sum of ONE MILLION SEVEN HUNDRED TWENTY-SEVEN THOUSAND NINE HUNDRED AND NO/100 DOLLARS ($1,727,900) is hereby appropriated out of the Technology Management Fund for operating expenses and capital outlay for Technology Fund Activities.

Section 11. That the sum of ONE HUNDRED EIGHTY-SIX THOUSAND SIX HUNDRED AND NO/100 DOLLARS ($186,600) is hereby appropriated out of the Asset Replacement Fund for operating expenses and capital outlay for Asset Replacement Fund Activities.

Section 12. That the sum of THIRTY THOUSAND AND NO/100 DOLLARS ($30,000) is hereby appropriated out of the Parks Fund for operating expenses and capital outlay for Parks Fund Activities.

Section 13. That the sum of TWO HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS ($250,000) is hereby appropriated out of the Friends of West University Place Parks Fund for operating expenses and capital outlay for Friends of West University Place Parks Fund Activities.

Section 14. That the sum of TWO THOUSAND AND NO/100 DOLLARS ($2,000) is hereby appropriated out of the Court Technology Fund for operating expenses and capital outlay for Court Technology Fund Activities.

Section 15. That the sum of FIFTY THOUSAND AND NO/100 DOLLARS ($50,000) is hereby appropriated out of the Tree Replacement Fund for operating expenses and capital outlay for Tree Replacement Fund Activities.

Section 16. That the sum of FIFTEEN THOUSAND AND NO/100 DOLLARS ($15,000) is hereby appropriated out of the Court Security Fund for operating expenses and capital outlay for Court Security Fund Activities.

Section 17. That the sum of FIVE HUNDRED SEVENTY-FIVE THOUSAND AND NO/100 DOLLARS ($575,000) is hereby appropriated out of the METRO Fund for operating expenses and capital outlay for METRO Fund Activities.

Section 18. That the sum of TWO THOUSAND FIVE HUNDRED AND NO/100 DOLLARS ($2,500) is hereby appropriated out of the Good Neighbor Fund for operating expenses and capital outlay for Good Neighbor Fund Activities.

Section 19. That the sum of FIVE HUNDRED THOUSAND AND NO/100 DOLLARS ($500,000) is hereby appropriated out of the Capital Project Fund for capital outlay for Capital Project Fund Activities.

Section 20. That the sum of TWO HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS ($250,000) is hereby appropriated out of the Transportation Improvement Fund for capital outlay for Transportation Improvement Fund Activities.

Section 21. That the sum of TWO MILLION THREE HUNDRED FORTY THOUSAND AND NO/100 DOLLARS ($2,340,000) is hereby appropriated out of the Water & Sewer Capital Project Fund for capital outlay for Water & Sewer Capital Project Fund Activities.

Section 22. That this ordinance approving and adopting the Budget is made in all things in accordance with the terms and provisions of the City Charter of the City of West University Place, Texas and the laws of the State of Texas and shall be interpreted and construed in compliance therewith.

Section 23. That all ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

Section 24. That if any word, phrase, clause, sentence, paragraph, section or other part of this ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section, or other part of this ordinance to any other persons or circumstances, shall be affected thereby.

Section 25. That the City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this

ordinance was discussed, considered, or acted upon was given in the manner required by the Open Meetings Act, Chapter 551, Texas Local Government Code, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

Section 26. That after adoption of the Budget, the City Manager shall provide for the filing of a true copy of the Budget (and each amendment) in the office of the County Clerk of Harris County, Texas.

Section 27. That this ordinance shall become effective upon adoption and signature.

PASSED, APPROVED, ADOPTED AND SIGNED ON, this 28th day of September, 2020.

SIGNED:	ATTEST:
_____	_____
Bob Higley, Mayor	Thelma Gilliam, City Secretary
RECOMMENDED:	REVIEWED:
_____	_____
Dave Beach, City Manager	Alan Petrov, City Attorney

AGENDA MEMO

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

Meeting Date	09.28.20	**Agenda Item**	7
Approved by City Manager	Yes	**Presenter(s)**	K. DuBose, Director
Reviewed by City Attorney	N/A	**Department**	Finance
Subject	Adoption of the 2020 Tax Rate		
Attachments	Ordinance		
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

A property tax rate of $0.294066 per $100 in assessed value is necessary to fund the 2021 Budget. This is a reduction in the rate in comparison to that which was adopted to support the 2020 Budget. The 2020 tax rate is allocated between the General Fund and the Debt Service Fund as follows:

General Fund	$0.192482	65.46%
Debt Service Fund	0.101584	34.54%
Total	$0.294066	100.00%

Since the proposed tax rate does not exceed the lower of the No-New-Revenue or Voter-Approval tax rates, a public hearing was not required.

The City's proposed tax rate for the 2021 Budget ($0.294066) is lower than the current adopted tax rate ($0.309210) by 4.9% or -$0.015144.

Recommended Action

Staff recommends that City Council approve the ordinance adopting the 2020 tax rate on first and final reading.

To comply with State law, the motion must be made as follows:

"I move that the property tax rate be decreased by the adoption of a tax rate of $0.294066, which is effectively a 2.93 percent decrease in the tax rate."

City of West University Place
Harris County, Texas

Ordinance No. XXXX

AN ORDINANCE LEVYING AND ASSESSING AD VALOREM TAXES FOR TAX YEAR 2020; CONFIRMING AND GRANTING EXEMPTIONS; AND CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT.

WHEREAS, The City of West University Place, Texas (the "City") has bonds outstanding which are payable from ad valorem taxes; and

WHEREAS, although the ordinances authorizing such bonds contain general levies of taxes, it is necessary for the City Council to fix a specific rate of tax for tax year 2020, based on the City's appraisal rolls for tax year 2020 which have been prepared, reviewed and certified by the Harris County Appraisal District; and

WHEREAS, the 2020 tax rate must not only provide funds sufficient for debt service on the City's bonds, but must also provide for maintenance and operation of the City; and

WHEREAS, the tax assessor and collector of the City ("Assessor") has certified an anticipated collection rate to the City Council, has performed the calculations required by Section 26.04 of the Texas Tax Code, has reported the tax rate and other information required to be reported to the City Council and has published the information required to be published, having been designated to do so by the City Council; and

WHEREAS, all other preparatory steps for the adoption of a tax rate have been taken, as required by law;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS:

Section 1. That the matters and facts set out in the preamble of this ordinance are found and determined to be true and correct, and the City Council adopts, confirms, and ratifies all of the calculations, publications, notices, and other preparatory steps preceding the consideration of this ordinance.

Section 2. That the City Council hereby levies, assesses and adopts the following tax rate per $100 valuation for tax year 2020, such tax being levied and assessed upon all property subject to taxation by the City:

$0.192482 For the purposes of maintenance and operations
$0.101584 For the purposes of debt service
$0.294066 Total tax rate.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE LOWERED BY 2.93 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A $100,000 HOME BY APPROXIMATELY $2.79.

Section 3. That such tax is hereby levied and assessed in accordance with the terms and provisions of Article VIII of the City Charter and the Constitution and laws of the State of Texas, and such levy and assessment are made to provide funds for the 2021 budget of the City for the purposes indicated, including maintenance, operations and debt service for that budget period. However, this section does not prohibit the use of tax proceeds for other lawful purposes.

Section 4. That the Assessor is hereby directed to assess and collect taxes on all property subject to taxation by the City on the basis of 100% of the assessed valuation thereof at the rate set by this ordinance. The taxes levied hereby shall be delinquent after January 31, 2021.

Section 5. That the Finance Director or designee for the City of West University Place is hereby appointed auditor of any refunds of overpayments or erroneous payments under the terms of Section 31.11(a) of the Texas Property Tax Code.

Section 6. That the City Council hereby confirms and re-grants the following exemptions, subject to the legal requirements applicable to each exemption:

(A) $185,000.00 of the appraised value of the residential homestead of an individual who is disabled or who is 65 years of age or older.

(B) The statutory exemption for each disabled veteran.

Section 7. That all ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

Section 8. That if any word, phrase, clause, sentence, paragraph, section or other part

of this ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section, or other part of this ordinance to any other persons or circumstances, shall be affected thereby.

Section 9. That the City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this ordinance was discussed, considered, or acted upon was given in the manner required by the Open Meetings Act, Chapter 551, Texas Local Government Code, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

PASSED, APPROVED, ADOPTED AND SIGNED ON FIRST AND FINAL READING ON, this 28th day of September, 2020.

SIGNED:	ATTEST:
_____	_____
Bob Higley, Mayor	Thelma Gilliam, City Secretary
RECOMMENDED:	REVIEWED:
_____	_____
David Beach, City Manager	Alan Petrov, City Attorney

AGENDA MEMO

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

Meeting Date	09.28.20	**Agenda Item**	8
Approved by City Manager	Yes	**Presenter(s)**	K. DuBose, Director
Reviewed by City Attorney	N/A	**Department**	Finance
Subject	Adoption of the 2021 Fee Schedule		
Attachments	1. Proposed Ordinance 2. Redline Proposed 2021 Fee Schedule – Appendix A		
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

As part of the annual budget process, City staff reviews all fees and rates charged for city-provided services to ensure that the fees are sufficient to cover the cost to provide those services. All fee schedules, user charges, and charges for utility services are reviewed and adjusted to ensure that rates are both equitable and sufficient to cover the cost of provided service as deemed appropriate by Council.

As a result of Council and staff discussions regarding fees at the Budget Workshop held on Tuesday, September 12, 2020, staff is proposing revisions to the City's current fee schedule (see Appendix A to the proposed ordinance).

Recommended Action

Staff recommends that Council approve the ordinance adopting the 2021 Fee Schedule on the first of two readings.

City of West University Place
Harris County, Texas

ORDINANCE NO. XXXX

AN ORDINANCE AMENDING THE FEE SCHEDULE OF THE CODE OF ORDINANCES OF THE CITY OF WEST UNIVERSITY PLACE, TEXAS; AND CONTAINING FINDINGS AND PROVISIONS RELATING TO THE SUBJECT.

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

Section 1. The Fees & Charges Schedule of the Code of Ordinances of the City of West University Place, Texas is hereby amended to read in its entirety as set out in Appendix A, which is attached and made a part of this ordinance.

Section 2. This Ordinance applies from and after the Effective Date. New or changed water rates and charges shall apply to each billing period beginning upon the approval of this ordinance. For prior billing periods, the fees and charges in effect immediately before the Effective Date ("Prior Fees") shall govern. The Prior Fees are continued in effect for this purpose.

Section 3. All ordinances and parts of ordinances in conflict with this Ordinance are repealed to the extent of the conflict only.

Section 4. If any word, phrase, clause, sentence, paragraph, section or other part of this Ordinance or the application thereof to any person or circumstance, shall ever be held to be invalid or unconstitutional by any court of competent jurisdiction, neither the remainder of this Ordinance, nor the application of such word, phrase, clause, sentence, paragraph, section or other part of this Ordinance to any other persons or circumstances, shall be affected thereby.

Section 5. The City Council officially finds, determines and declares that a sufficient written notice of the date, hour, place and subject of each meeting at which this Ordinance was discussed, considered or acted upon was given in the manner required by the Texas Open Meetings Act, as amended, and that each such meeting has been open to the public as required by law at all times during such discussion, consideration and action. The City Council ratifies, approves and confirms such notices and the contents and posting thereof.

Section 6. This Ordinance shall take effect of January 1, 2021 ("Effective Date") unless otherwise noted.

PASSED, APPROVED and ADOPTED on first reading on _____.

PASSED, APPROVED and ADOPTED on second reading AND SIGNED on __ _____.

(Seal)

Attest:_____
City Secretary

Signed:_____
Mayor

Recommended:_____
City Manager

Reviewed:_____
City Attorney

Appendi

Redline Proposed 2021 Fee Schedule

Fees & Charges Schedule

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 2020	**FY 2021**	
	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			**Commercial/Individual**		**Notes**
		FY 2020	**FY 2020**	**FY 2020**	**FY 2021**	
	BLS Emergency A0429	$ 758.60	$ 758.60	$ 844.60	$ 844.60	
	BLS Non-emergency A0428	$ 736.45	$ 736.45	$ 820.91	$ 820.91	
	ALS-1 Non-emerg. A0426	$ 870.35	$ 870.35	$ 970.26	$ 970.26	
	ALS-1 Emergency A0427	$ 895.59	$ 895.59	$ 999.10	$ 999.10	
	ALS-2 A0433	$ 1,033.61	$ 1,033.61	$ 1,153.09	$ 1,153.09	
	Ground Mileage A0425	$ 14.43	$ 14.43	$ 15.39	$ 15.39	
	Decontamination			$ 75.00	$ 157.50	
	Extra Attendant		$ 75.00	$ 75.00	$ 75.00	
	Bariatric			$ 75.00	$ 75.00	

	Procedures			Commercial/Individual		
		FY 2020	FY 2020	FY 2020	FY 2021	
	BLS AED			$ 219.00	$ 219.00	
	ALS AED			$ 219.00	$ 219.00	
	Capnography			$ 45.00	$ 45.00	
	Cardiac/EKG Monitoring			$ 195.54	$ 195.54	
	Chest Decompression			$ 250.00	$ 250.00	
	CPAP			$ 100.94	$ 100.94	
	CPR			$ 150.00	$ 150.00	
	Defib/Pacing			$ 250.00	$ 250.00	
	Extrication			$ 180.00	$ 180.00	
	Glucometer			$ 45.00	$ 45.00	
	Immobilization (backboard, combicarrier or scoop)			$ 45.00	$ 45.00	
	Intubation (ET/EOA)			$ 45.00	$ 45.00	
	K.E.D.			$ 45.00	$ 45.00	
	Nebulizer Treatment			$ 25.00	$ 25.00	
	OB Delivery			$ 75.00	$ 75.00	
	Oxygen Administration			$ 45.00	$ 45.00	
	Pulse Oximeter			$ 10.00	$ 10.00	
	Restraint			$ 45.00	$ 45.00	
	Splinting			$ 75.00	$ 75.00	
	Suction			$ 45.00	$ 45.00	
	Traction Splint			$ 67.50	$ 67.50	
	Tracheotomy Procedure			$ 295.00	$ 295.00	
	Medical Supply			Commercial/Individual		
		FY 2020	FY 2020	FY 2020	FY 2021	
	Adhesive Tape			$ 5.00	$ 5.00	
	Bandages			$ 21.22	$ 21.22	
	Betadine Swab			$ 2.50	$ 2.50	
	Blanket - disposable			$ 28.33	$ 28.33	
	Bulb Syringe			$ 5.00	$ 5.00	
	Burn Sheet			$ 36.55	$ 36.55	
	Cervical Collar			$ 53.25	$ 53.25	
	Chest Decompression Kit			$ 120.00	$ 120.00	
	Chest Seal (Disposable)			$ 27.00	$ 27.00	
	Cold Pack			$ 5.00	$ 5.00	
	Combat Tourniquet			$ 55.41	$ 55.41	
	Convenience Bag			$ 5.00	$ 5.00	
	Defib/Pacing Pads - Adult			$ 85.00	$ 85.00	
	Defib/Pacing Pads - Pedi			$ 98.00	$ 98.00	
	Disp. Head Immobilizer			$ 65.00	$ 65.00	
	EKG Electrodes - 3 Lead			$ 33.00	$ 33.00	
	EKG Electrodes - 12 Lead			$ 132.00	$ 132.00	
	Eye Wash			$ 15.00	$ 15.00	
	Gauze Pad 4x4			$ 5.00	$ 5.00	
	Gauze pad 5x9			$ 10.00	$ 10.00	
	Gloves - Pair			$ 5.00	$ 5.00	
	Glucose Strip			$ 10.00	$ 10.00	
	Hot Pack			$ 2.50	$ 2.50	
	Isolation/Infection Control Kit			$ 58.35	$ 58.35	
	Kerflix Soft Roll Gauze			$ 5.00	$ 5.00	
	KY Jelly			$ 5.00	$ 5.00	
	Linen (Disposable)			$ 8.50	$ 10.00	
	OB Kit			$ 45.00	$ 45.00	
	Padded Board Splint			$ 36.00	$ 36.00	
	Petroleum/Vaseline Gauze			$ 2.50	$ 2.50	
	Pillow - disposable			$ 20.00	$ 20.00	
	Quick Clot			$ 55.00	$ 55.00	
	Roller Gauze 4'			$ 5.00	$ 5.00	
	Silver Rescue Blanket			$ 27.50	$ 27.50	
	Silver Swaddler			$ 27.50	$ 27.50	

	Splint (SAM)			$ 25.00	$ 25.00	
	Sterile Water/Saline			$ 5.00	$ 5.00	
	Thermometer Cover			$ 5.00	$ 5.00	
	Trauma Dressing (Multi)			$ 15.00	$ 15.00	
	Triangle Bandage			$ 5.00	$ 5.00	
	Oxygen Supply			**Commercial/Individual**		
		FY 2020	**FY 2020**	**FY 2020**	**FY 2021**	
	Oxygen USP			$ 90.18	$ 90.18	
	Aerosol Mask			$ 10.00	$ 10.00	
	CO2 Detector			$ 25.00	$ 25.00	
	Humidifier			$ 10.00	$ 10.00	
	Nasal Cannula			$ 5.00	$ 5.00	
	Non-Rebreather Mask			$ 10.00	$ 10.00	
	Airway Supply			**Commercial/Individual**		
		FY 2020	**FY 2020**	**FY 2020**	**FY 2021**	
	Adult BVM			$ 40.00	$ 40.00	
	Child BVM			$ 40.00	$ 40.00	
	CO2 Sampling Line			$ 24.00	$ 24.00	
	CPAP Mask/Tubing			$ 124.29	$ 124.29	
	Endotracheal Inducer (Bougie)			$ 12.84	$ 12.84	
	Disposable SPO2 Sensor			$ 43.32	$ 43.32	
	Endotracheal Tube (ET)			$ 25.00	$ 25.00	
	Endotracheal Tube Holders			$ 10.00	$ 10.00	
	ETCO2 Sensor			$ 23.50	$ 23.50	
	FilterLine H Set			$ 59.70	$ 59.70	
	Infant BVM			$ 40.00	$ 40.00	
	IGel			$ 90.00	$ 90.00	
	King Vision Blade			$ 49.00	$ 49.00	
	Laryngoscope Blade Disposable			$ 25.00	$ 25.00	
	MucosalAirwayDevice(MAD)			$ 17.48	$ 17.48	
	Magill Forceps			$ 10.00	$ 10.00	
	Oral Airway			$ 10.00	$ 10.00	
	PNEUPAC Vent Circuit			$ 44.00	$ 100.00	
	Suction Cannister			$ 20.00	$ 20.00	
	Suction Catheter (Yankuer)			$ 10.00	$ 10.00	
	Suction Cath. (Looped)			$ 5.00	$ 5.00	
	Suction Tubing			$ 5.00	$ 5.00	
	IV Supply			**Commercial/Individual**		
		FY 2020	**FY 2020**	**FY 2020**	**FY 2021**	
	Angio Catheter (14G-22G)			$ 10.00	$ 10.00	
	Buretrol Volume (Pedi)			$ 31.84	$ 31.84	
	Drip Multi (10,150,60)			$ 20.00	$ 20.00	
	EZIO Needle			$ 205.00	$ 205.00	
	IO Needle			$ 211.15	$ 211.15	
	Needles (18G-22G)			$ 5.00	$ 5.00	
	Saline Flush			$ 10.00	$ 10.00	
	Saline Lock			$ 10.00	$ 10.00	
	Starter Kit IV			$ 45.00	$ 45.00	
	Syringe 1cc			$ 2.50	$ 2.50	
	Syringe 3cc			$ 5.00	$ 5.00	
	Syringe 5cc			$ 7.50	$ 7.50	
	Syringe 10cc			$ 10.00	$ 10.00	
	Syringe 30cc			$ 15.00	$ 15.00	
	Syringe 60cc			$ 20.00	$ 20.00	
	Fluids			**Commercial/Individual**		
		FY 2020	**FY 2020**	**FY 2020**	**FY 2021**	
	Normal Saline 1000			$ 42.58	$ 42.58	
	Normal Saline 500			$ 39.48	$ 39.48	
	Normal Saline 250			$ 19.73	$ 19.73	
	Normal Saline 100			$ 19.73	$ 19.73	

	Drugs			Commercial/Individual		
		FY 2020	FY 2020	FY 2020	FY 2021	
	Acetaminophen/Tylenol			$ 2.50	$ 2.50	
	Adenocard/Adenoside			$ 177.00	$ 177.00	
	Albuterol /Proventil			$ 14.42	$ 14.42	
	Amiodarone/Cordarone			$ 52.00	$ 67.00	
	Ammonia Inhalant			$ 2.50	$ 2.50	
	Aspirin/ASA 81mg			$ 2.50	$ 2.50	
	Atropine			$ 40.00	$ 40.00	
	Atrovent/Ipratropium			$ 14.42	$ 14.42	
	Benadryl/Diphenhydramine			$ 6.70	$ 10.50	
	Calcium Chloride/CaC1			$ 30.00	$ 35.00	
	Cardizem/Diltiazem			$ 74.16	$ 74.16	
	Cyanokit/Cyanide Antidote			$ 1,850.00	$ 1,850.00	
	Dextrose 25%			$ 35.86	$ 35.86	
	Dextrose 50%			$ 71.74	$ 71.74	
	EPI 1:1000			$ 44.00	$ 44.00	
	EPI 1:10000			$ 18.00	$ 18.50	
	Fentanyl/Sublimaze			$ 10.82	$ 13.50	
	Glucagon/Glucagen			$ 585.70	$ 585.70	
	Glucagon/Glucagen Oral			$ 11.00	$ 11.00	
	Haldol/Haloperidol			$ 30.00	$ 30.00	
	Ketalar/Ketamine			$ 32.00	$ 45.00	
	Labetalol/Normodyne			$ 40.00	$ 40.00	
	Lidocaine/Xylocaine 2% 100mg			$ 20.00	$ 30.00	
	Magnesium Sulfate			$ 10.00	$ 22.50	
	Naloxone/Narcan			$ 81.43	$ 87.50	
	NTG/Nitroglycerine spray			$ 35.41	$ 35.41	
	NTG/Nitroglycerine tab			$ 18.00	$ 18.00	
	Sodium Bicarbonate 8.4% Adult			$ 33.27	$ 35.00	
	Solumedrol			$ 29.00	$ 125.00	
	Thiamine/B-1			$ 45.84	$ 45.84	
	Versed/Midazolam			$ 25.00	$ 38.50	
	Zofran/Ondansetron			$ 10.00	$ 10.00	
	Exceptions: (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.					
F.003	**ANIMALS**					
				FY 2020	FY 2021	
	Original registration of dogs and cats			$ 20.00	$ 20.00	*Exception* : $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			$ 20.00	$ 20.00	
	Note : 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 2020	FY 2021	
	Annual contractor registration fee			$ 100.00	$ 100.00	
	Permit application fee			$ 50.00	$ 50.00	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. *Exception:* 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 plan review fees			$ 25.00	$ 50.00	
	New construction permit fee (Single family residential)			$0.60 per square foot	$0.60 per square foot	

	New construction permit fee (Other)			$0.60 per square foot	$0.60 per square foot	
	Remodeling and repair permit fee (Single family residential)			$0.60 per square foot (area remodeled)	$0.60 per square foot (area remodeled)	
	Remodeling and repair permit fee (Other)			$0.60 per square foot (area remodeled)	$0.60 per square foot (area remodeled)	
	Fence or wall permit fee			See Note	See Note	$ 0.85 per linear foot; $30.00 min.
	Driveway permit fee			$ 80.00	$ 80.00	Includes entrance ramp permit fee
	Fire systems					
	Plan checking fee: $100 per set for original submission, $50 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					
	Sidewalk permit fee			$1.00 per linear foot	$1.00 per linear foot	
	Street or curb permit fee			$ 25.00	$ 25.00	For regulated facilities under Chapter 19, add $150 for plan-checking plus application fees
	Exception: 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					
				FY 2020	**FY 2021**	
	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
	Registration for house movers fee			$ 500.00	$ 500.00	
	Renewal fee			$ 400.00	$ 400.00	
	Moving permit fee			$ 500.00	$ 500.00	
	Occupancy inspection fee (Single family residential)			$ 50.00	$ 50.00	
	Occupancy inspection fee (Other)			$ 100.00	$ 100.00	
	3/4" Water connection permit and meter service installation, to upgrade or add to an existing structure.			$ 1,400.00	$ 1,400.00	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.			$ 2,200.00	$ 2,600.00	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.			$ 3,500.00	$ 3,500.00	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.			$ 4,200.00	$ 4,700.00	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.			$ 1,600.00	$ 1,600.00	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.			$ 2,400.00	$ 2,800.00	Long Side Service Connection. Irrigation Only Services are restricted to3/4 inch Service or less.
	1" Water connection permit and meter service installation to service new structure.			$ 3,500.00	$ 3,500.00	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.			$ 4,700.00	$ 4,700.00	Long Side Service Connection. Irrigation Only Services are restricted to 3/4 inch Service or less.
				FY 2020	**FY 2021**	
	1-1/2" Water connection permit and meter service installation~~,~~ to service new structure~~.~~			$ 3,100.00	$ 4,900.00	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~~.~~			$ 3,700.00	$ 3,700.00	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.			$ 4,800.00	$ 3,600.00	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.			$ 2,400.00	$ 2,400.00	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.			$ 2,400.00	$ 3,700.00	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.			$ 3,100.00	$ 4,800.00	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.
	2" Water connection permit and meter service installation to service new structure.			$ 3,700.00	$ 4,100.00	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.			$ 4,800.00	$ 5,200.00	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.
	Demolition permit fee			$ 250.00	$ 250.00	
	Swimming pool permit fee			$ 150.00	$ 150.00	
	Duplicate permit charge			$ 25.00	$ 25.00	
	Duplicate permit card fee			$ 100.00	$ 100.00	
	Premature work charge (Starting before permit is issued)					100% of the permit fee (additional) $150.00 minimum
	Reinspection fee (following routine inspection)			$ 100.00	$ 100.00	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
F.005	**BUILDING AND STANDARDS COMMISSION**					
				FY 2020	**FY 2021**	
	Application fee			$ 100.00	$ 100.00	
	Cost of Notices			$200.00	$200.00	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 2020	**FY 2021**	
	Annual license fee (Master electrician)			No Charge	No Charge	Per Senate Bill 3329
	Permit application fee			$ 40.00	$ 50.00	
	Temporary service permit fee			$ 40.00	$ 40.00	
	Meter loop and service permit fee			$ 50.00	$ 50.00	
	Outlet or light fixture permit fee			$ 1.00	$ 1.00	
	Appliance permit fee			$ 5.00	$ 5.00	
	Motor permit fee			$ 10.00	$ 10.00	
	Service reconnection permit fee			$ 15.00	$ 15.00	
	Electrical sign permit fee			$ 15.00	$ 15.00	
	Sign Changing Display			$ 125.00	$ 125.00	
	Swimming Pool NEW lights/motors/pumps			$ 65.00	$ 65.00	
	Replacement PoolSpa Motors			$ 10.00	$ 10.00	
	Electric Water Heater			$ 15.00	$ 15.00	
	Transformer			$ 25.00	$ 25.00	
	Electric Fence Gate			$ 65.00	$ 65.00	
	Emergency Reconnect			$ 110.00	$ 110.00	
	Generator			$ 50.00	$ 50.00	
	CT/MRI/X-Ray Machines			$ 65.00	$ 65.00	
	Sub-panel			$ 35.00	$ 35.00	
	Minimum permit fee			$ 35.00	$ 75.00	
	Premature work charge (Starting before a permit is issued)					100% of the permit fee (additional) $150.00 minimum
	Reinspection fee			$ 50.00	$ 100.00	
	Permit renewal fee					50% of the original permit fee
*	FIRE DEPARTMENT FEES - See "BUILDING, Fire systems"					
F.007	**GARBAGE SERVICE**					
				FY 2020	**FY 2021**	
	Monthly dwelling unit charge			$ 32.97	$ 32.97	Basic fee, for basic service only.
	Monthly dwelling unit charge (Claims Over 65 Exemption According to the Harris County Appraisal District)			$ 16.75	$ 16.75	Basic fee, for basic service only.
	Monthly dwelling unit charge (Claims Disabled Exemption According to the Harris County Appraisal District)			$ 16.75	$ 16.75	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	Min. $50.00 or actual	Special service fee, in addition to basic fee.
	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 and	Min. $50.00 or actual cost of labor and	Special service fee, in addition to basic fee and any other applicable special service fee

F.008	**HEALTH**					
				FY 2020	**FY 2021**	
	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 2020	**FY 2021**	
	Annual contractor registration fee			$ 75.00	$ 100.00	
	NEW Residential HVAC System			$ 200.00	$ 200.00	Per unit
	NEW (Addition) Residential HVAC System			$ 50.00	$ 50.00	Per unit
	Replacement Heating and air conditioning permit fee (Residential)			$ 25.00	$ 25.00	Per unit
	Boiler Inspection (Annual)			$ 50.00	$ 50.00	Per unit
	New Boiler 1,000,000 BTU's or less			$ 75.00	$ 75.00	
	Replacement Commercial Air Handler			$ 30.00	$ 30.00	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			$ 40.00	$ 50.00	
	Local vent permit fee			$ 5.00	$ 5.00	
	Minimum permit fee			$ 25.00	$ 75.00	
	Premature work charge (Starting before a permit is issued)					100% of the permit fee (additional) $150.00 minimum
	Reinspection fee			$ 50.00	$ 100.00	
	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 2020	**FY 2021**	
	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 2020	**FY 2021**	
	Permit application fee			$ 30.00	$ 30.00	
	Installation permit fee			$ 50.00	$ 50.00	
F.013	**PARKS AND RECREATION**					
				FY 2020	**FY 2021**	
	WUP Rec. Center					Available to Residents Only
	All WUP Residents 75 and older and WUP residents with a Disability Exemption are allowed FREE membership			NO FEE	NO FEE	
	All WUP residents ages 65 to 74 will receive at least a 50% discount on all membership fees			At least a 50% Discount	At least a 50% Discount	Any resident age 65 to 74 may request a waiver for the membership fee, no questions asked, and receive that privilege.
	Daily Walk In Residents			$ 6.00	$ 6.00	All Ages
	Daily Walk In Adult Guest of Resident			$ 12.00	$ 12.00	All Ages; Must be accompanied by a West U Resident
	Individual Annual			$ 250.00	$ 250.00	
	Individual Seniors age 65 to 74 Annual membership fee			$ 125.00	$ 125.00	
	Individual Monthly **EFT**			$ 25.00	$ 25.00	
	Individual Senior Monthly **EFT** ages 65 to 74			$ 10.00	$ 10.00	
	Individual Monthly			$ 25.00	$ 25.00	
	Individual Senior Monthly ages 65 to 74			$ 10.00	$ 10.00	
	Couple Annual			$ 330.00	$ 330.00	

	Couple Senior Annual ages 65 to 74			$ 165.00	$ 165.00	
	Couple Senior Monthly ages 65 to 74			$ 15.00	$ 15.00	
	Couple Senior Monthly **EFT** ages 65 to 74			$ 15.00	$ 15.00	
	Couple Monthly **EFT**			$ 30.00	$ 30.00	
	Couple Monthly			$ 30.00	$ 30.00	
	Family Annual			$ 410.00	$ 410.00	
	Family Monthly **EFT**			$ 40.00	$ 40.00	
	Family Monthly			$ 40.00	$ 40.00	
	Weekly Resident House Guest Pass			$ 30.00	$ 30.00	Individual option only
	Colonial Park Pool					Available to Residents Only
	All WUP residents 65 and older and WUP residents with a Disability Exemption are allowed FREE membership			NO FEE	NO FEE	
	Daily Walk-in			$ 6.00	$ 6.00	All Ages
	Daily Walk-in (Guest of Resident)			$ 12.00	$ 12.00	All Ages; Must be accompanied by a West U Resident
	Individual Season Pass			$ 105.00	$ 105.00	2018 Colonial Season
	Couples Season Pass			$ 160.00	$ 160.00	2018 Colonial Season
	Family Season Pass			$ 240.00	$ 240.00	2018 Colonial Season
	Weekly Resident House Guest Pass			$ 30.00	$ 30.00	Individual option only
	Nanny Pass			$ 25.00	$ 25.00	Nanny Photo ID pass; use restricted exclusively to pool visits with their resident charge(s).
	WUPRC & CPP Combination Memberships					Available to Residents Only
	Combination Couple Annual Membership to the West University Place Recreation Center and Colonial Park Pool			$ 430.00	$ 430.00	
	Combination Family Annual Membership to the West University Place Recreation Center and Colonial Park Pool			$ 575.00	$ 575.00	
	Members Only Benefits of Colonial Park Pool Membership			Complimentary	Complimentary	Members entitled to a variety of complimentary or discounted privileges including but not limited to; Opening Weekend Celebration, Dive-In Movie Nights, Mom's Spa day, Ice Cream Socials, priority registration for all pool related events and 10% discount on all pool rentals.
	Tennis Memberships					Available to Residents Only
	Tennis Court Reservation Fee			$ 6.00	$ 6.00	
	Tennis Court "Membership"			$ 200.00	$ 200.00	Annual Fee
	Tennis Court "Membership" - Annual Fee with WUPRC Membership			$ 120.00	$ 120.00	Annual Fee / with WUPRC Membership Only
	Senior Tennis Court Membership			$ 100.00	$ 100.00	Annual Fee
	Senior Tennis Court Membership - Annual Fee with WUPRC Membership			$ 60.00	$ 60.00	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 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	
				FY 2020	**FY 2021**	
	Community Building / Senior Center					
	Kitchen (Resident)			$ 30.00	$ 30.00	Flat Fee
	Kitchen (Non-resident w/ resident sponsor)			$ 45.00	$ 45.00	Flat Fee
	Auditorium (Resident)			$ 60.00	$ 60.00	Hourly Rate / 2hr minimum
	Auditorium (Non Resident w/ resident sponsor)			$ 90.00	$ 90.00	Hourly Rate / 2hr minimum
	John Neighbors Senior Room (Resident)			$ 60.00	$ 60.00	Hourly Rate
	John Neighbors Senior Room (Non-resident w/resident sponsor)			$ 90.00	$ 90.00	Hourly Rate
	Activity Room (Resident)			$ 40.00	$ 40.00	Hourly Rate / 2hr minimum
	Activity (Non Resident w/ resident sponsor)			$ 65.00	$ 65.00	Hourly Rate / 2hr minimum
	Meeting Room (Resident)			$ 40.00	$ 40.00	Hourly Rate / 2hr minimum
	Meeting Room (Non-Resident w/ resident sponsor)			$ 65.00	$ 65.00	Hourly Rate / 2hr minimum

	Scout House					
	Scout House (Resident)			$ 50.00	$ 50.00	Hourly Rate / 2hr minimum
	Scout House (Non Resident w/ resident sponsor)			$ 70.00	$ 70.00	Hourly Rate / 2hr minimum
	Colonial Park 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 Only**			$ 480.00	$ 480.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 250.
	Colonial Park Pavilion (Resident)			$ 60.00	$ 60.00	Hourly Rate / 2hr minimum
	Colonial Park Pavilion (Non-resident w/ resident sponsor)			$ 90.00	$ 90.00	Hourly Rate / 2hr minimum
	*Janitorial Fee: At ALL rentals, where food and beverages are served, janitorial services will be required.			$ 55.00	$ 55.00	Flat Fee
	*Colonial Park Multi-Purpose Room & Pool Use: Involves exclusive use of the Multi- Purpose Room and general pool admission, only offered in "season", during normal operating hours **Resident Only**			$ 240.00	$ 240.00	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 Only**			$ 70.00	$ 70.00	$60.00 Hourly with a two-hour minimum rental period. Additional Janitorial fees will be charged if food and beverages are served.
	Wooden Deck Rental (Byron St) : Involves exclusive use of the Wooden Deck and general pool admission, only offered in "season", during normal operating hours **Resident Only**			$ 210.00	$ 210.00	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**			$ 210.00	$ 210.00	Per hour with a two hour minimum rental period. Maximum number of guests allowed is 60.
	Off - Season Wooden Deck (Case St.) Resident			$ 60.00	$ 60.00	Hourly Rate / 2hr minimum
	Off - Season Wooden Deck (Case St.) Non-Resident with resident sponsor			$ 90.00	$ 90.00	Hourly Rate / 2hr minimum
	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.
	Administration Fee			$ 50.00	$ 50.00	Per Event
	Security Deposit Fee			$ 300.00	$ 300.00	Per Event
	Institutional Exchanges. 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.					
F.014	**REMOVAL/TRIMMING FEE**					
				FY 2020	**FY 2021**	
	Vegetation Removal/trimming			Min $150	Min $150	$150 or actual cost if higher for labor, equipment, materials or third party contractor.
F.015	**PLUMBING AND GAS**					
				FY 2020	**FY 2021**	
	Permit application fee			$ 40.00	$ 50.00	
	Plumbing Fixture or Gas outlet permit fee			$ 10.00	$ 10.00	Applies to each fixture and outlet.
	Shower Pan			$ 10.00	$ 10.00	
	Residential NEW House Plumbing & Gas			$ 300.00	$ 300.00	
	Medical Gas/Vacuum System			$ 75.00	$ 75.00	
	Gas test			$ 25.00	$ 25.00	
	Gas Repair & Test			$ 25.00	$ 25.00	

	Annual Gas Test			$ 50.00	$ 50.00	
	Grease trap permit fee			$ 50.00	$ 50.00	
	Irrigation system permit fee			$ 25.00	$ 25.00	
	Service line permit fee			$ 10.00	$ 10.00	
	Minimum permit fee			$ 25.00	$ 75.00	
	Premature work charge (Starting before a permit is issued)					100% of the permit fee (additional) $150.00 minimum
	Reinspection fee			$ 50.00	$ 100.00	
	Permit renewal fee					50% of the original permit fee
	Water Heater Replacement			$ 25.00	$ 25.00	New Fee
F.016	**SEXUALLY ORIENTED BUSINESSES AND ADULT ARCADES**					
				FY 2020	**FY 2021**	
	Sexually oriented business application fee (Original)			$ 350.00	$ 350.00	
	Sexually oriented business application fee (Renewal)			$ 100.00	$ 100.00	
	Sexually oriented business transfer fee			$ 300.00	$ 300.00	
	Adult arcade application fee			$ 75.00	$ 75.00	
	Adult arcade reinspection fee			$ 60.00	$ 60.00	
	Adult arcade transfer or amendment fee			$ 15.00	$ 15.00	
F.017	**SIGNS**					
				FY 2020	**FY 2021**	
	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			$ 50.00	$ 50.00	(New Sign Permit valid for two years)
	Festival Sign Permit Fee			$ 5.00	$ 5.00	
	Sign permit fee			$ 2.00	$ 2.00	Per square foot of sign face
	Minimum permit fee			$ 25.00	$ 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			$ 50.00	$ 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. *Exceptions* : Fees do not apply to signs covered by affirmative defenses or signs for conforming uses allowed in residential districts.
F.018	**RESERVED**					
F.019	**TREES**					
				FY 2020	**FY 2021**	
	Replacement Planting Fee per Caliper Inch			$ 250.00	$ 250.00	Fee for replacement trees when planting on site is not an option.
	Removal permit fee			$ 50.00	$ 100.00	*Exception* : There is no fee for dead, dying, diseased, hazardous or Class 4 trees.
	Low impact evaluation fee			$ 50.00	$ 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 rennovations.

F.020	**WATER AND SEWER SERVICE**					
				FY 2020	**FY 2021**	
	New service connect			$ 50.00	$ 50.00	Each time service is established
	Delinquent account service fee			$ 50.00	$ 50.00	Fee per meter 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					
	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					
	Base Monthly Charges:					
	Meters serving residential-only premises:					
	3/4" meter:			$ 11.15	$ 11.15	
	1" meter			$ 24.90	$ 24.90	
	1-1/2" meter			$ 47.45	$ 47.45	
	Meters serving any other premises:					
	3/4" meter			$ 32.70	$ 32.70	
	1" meter			$ 46.00	$ 46.00	
	1-1/2" meter			$ 68.10	$ 68.10	
	2" meter			$ 207.45	$ 207.45	
	3" meter			$ 557.05	$ 557.05	
	Gallonage Charges (per 1,000 gallons):					
	Regular meters:					
	First 3,000 gallons (0 to 3,000)			$ 4.40	$ 4.40	
	Next 6,000 gallons (3,001 to 9,000)			$ 5.35	$ 5.35	
	Next 6,000 gallons (9,001 to 15,000)			$ 6.35	$ 6.35	
	Each 1,000 gallons thereafter (over 15,000)			$ 7.60	$ 7.60	
	Water-only meters:					
	First 7,500 gallons			$ 5.90	$ 5.90	
	Each 1,000 gallons thereafter (over 7,500)			$ 7.60	$ 7.60	
	Sewer Rates					
	Base Monthly Charges:					
	Meters serving residential-only premises			$ 9.25	$ 9.25	
	Meters serving any other premises			$ 22.17	$ 22.17	
	Gallonage charges (per 1,000 gallons):					
	Residential-only premises			$ 4.11	$ 4.11	
	Any other premises			$ 4.11	$ 4.11	
	Water Meter Replacement Charges:					
	Replace damaged 3/4" water meter.			$ 400.00	$ 400.00	Includes cost for labor and misc. materials
	Replace damaged 1" water meter.			$ 500.00	$ 500.00	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 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	$250.00 per exception per proposed building site affected. Exception: $500.00 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	$250.00 per variance per proposed building site affected. Exception: $500.00 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	$250 per action item requested. 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.
	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 2020	**FY 2021**	
	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 occurance 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	
	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	09.28.2020	**Agenda Item**	9
Approved by City Manager	Yes	**Presenter(s)**	D. Beach, City Manager
Reviewed by City Attorney	N/A	**Department**	Administration
Subject	Appointment of the Information Technology Director – Kevin Davenport		
Attachments	N/A		
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

Section 6.02 (a) of the City's Charter states that, "The City Manager shall have the authority, with approval of the City Council, to appoint all department heads and the City Secretary." Therefore, the city manager seeks approval of the City Council to appoint Kevin Davenport to the position of Information Technology Director.

Since 2000, Mr. Davenport has been working for the City of Texarkana, managing IT matters for both the Texas and Arkansas sides of the City, along with Bowie County. He progressed to his current role as the IT Manager after serving Texarkana as its Network Specialist and Network Supervisor. Mr. Davenport's experience in information technology dates back to 1995 when he began working at Starlink Information Systems as a Manager and Systems Network Engineer. From there he moved on to serve as Technology Specialist for Texarkana ISD before accepting the positon with the City of Texarkana. In addition to several IT qualifications and credentials, he has his certification as a Certified Government Chief Information Officer.

After a thorough review of applications and conducting multiple rounds of interviews with candidates, the city manager has determined that Mr. Davenport is the most qualified candidate for the position and believes that he will be a great asset for the City of West University Place and a great fit within the executive leadership team.

Recommended Action

Staff recommends that City Council approve the city manager's appointment of Kevin Davenport to the position of IT Director.

AGENDA MEMO

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

Meeting Date	09.28.2020	**Agenda Item**	10
Approved by City Manager	N/A	**Presenter(s)**	B. Higley, Mayor
Reviewed by City Attorney	N/A	**Department**	City Council
Subject	Change in Start Time for Regular City Council Meetings		
Attachments	None		
Financial Information	Expenditure Required:	None	
	Amount Budgeted:	None	
	Account Number:	None	
	Additional Appropriation Required:	None	
	Additional Account Number:	None	

Executive Summary

When the start time for Council meetings were set for 6:30 p.m., it was during a time when the average work day was 8 am to 5 pm. Now, with the evolution and progression of technology, there is no average work day and it is more common for people to work from home and/or have flexible schedules. Therefore, it is being requested that Council consider an earlier start time for City Council meetings.

Recommended Action

Discussion and take any desired action.

AGENDA MEMO

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

Meeting Date	09.28.20	**Agenda Item**	11
Approved by City Manager	N/A	**Presenter(s)**	D. Beach, City Manager
Reviewed by City Attorney	Yes	**Department**	Administration
Subject	Agreement for Special Legal Services		
Attachments	Letter of Engagement with McFarland PLLC		
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

Staff is requesting that City Council authorize the City Manager to enter into a legal services agreement with McFarland PLLC. Staff is also requesting that City Council authorize proceedings to begin for the easement acquisition at W. Holcombe Blvd. and Buffalo Speedway.

Recommended Action

Staff recommends that the City Council give the City Manager authorization to enter into a legal services agreement and begin easement acquisition proceedings, including condemnation proceedings, as necessary.

McFARLAND

Charles B. McFarland
CMCFARLAND@MCFARLANDPLLC.COM
DIRECT 713.325.9701

September 14, 2020

West University Place City Council
c/o Alan Petrov
Johnson Petrov LLP
2929 Allen Parkway, Suite 3150
Houston, Texas 77019

Re: Land Acquisition for Drainage Easement Across Property at W. Holcomb Blvd. and Buffalo Speedway Owned by St. Vincent De Paul Church

Ladies and Gentlemen:

We appreciate being asked to represent the City of West University Place (the "City") in connection with the above-referenced matter. Our experience has been that it is mutually beneficial to set forth, at the outset of our representation, the role and responsibilities of both our law firm and the client.

Client

The client for this engagement is the City of West University Place. This engagement does not create an attorney-client relationship with any related persons or entities.

Scope of Engagement

As its counsel, we will represent the City in connection with the above-referenced acquisition matter. This engagement will include only the matters described in this paragraph and any additional matters that are made part of the engagement by written supplement to this letter.

We understand and agree that this is not an exclusive agreement, and the City is free to retain any other counsel of your choosing. We recognize that we shall be disqualified from representing any other client with interests materially and directly adverse to the City (i) in any matter which is substantially related to our representation of the City and (ii) with respect to any matter where there is a reasonable probability that confidential information the City furnished to us could be used to your disadvantage.

This engagement and our attorney-client relationship will be terminated when we have completed the services in the matters covered by this engagement letter and any written supplements to this engagement letter. If the City later retains us to perform further or additional services, our attorney-client relationship will be established by another engagement letter.

Cooperation

In order to enable us to render effectively the legal services contemplated, the City has agreed to disclose fully and accurately all facts and keep us informed of all developments relating to the litigation. We necessarily must rely on the accuracy and completeness of the facts and information the City and its agents provide to us. The City has agreed to cooperate fully with us and to make representatives available to attend meetings, discovery proceedings and conferences, hearings, and other proceedings. We will attempt to schedule depositions, hearings, etc. to serve the convenience of those representatives, but it is the nature of litigation that such schedules are often not within our control.

We will of course make our best efforts to achieve a result in this litigation that is satisfactory to the City. However, because the outcome of litigation is subject to the vagaries and risks inherent in the litigation process, it is understood that we make no promises or guarantees to you concerning the outcome and cannot do so.

Fees

For this matter, our fees will be based on the time spent by the lawyers and non-lawyer personnel who work on the matter. Billing rates for our attorneys vary according to the experience of the individuals. Our current billing rates for those attorneys and non-lawyer personnel expected to work on your matter are shown on our rate sheet. Please feel free at any time to ask for our current rates.

By engaging us, you acknowledge and agree that you are responsible for payment of fees, expenses and disbursements. In appropriate matters as an accommodation to you, we may agree to direct our bills to third-party payors (*e.g.*, an insurer), but you agree that you will remain fully responsible for timely payment of our bills if for any reason the third party does not timely pay such bills. Likewise, we agree that we owe our professional obligations to you, even when a third party pays our bills.

Other Charges

In addition to our fees, there will be other charges for items incident to the performance of our legal services, such as reprographics, couriers, travel expenses, postage, specialized computer applications such as computerized legal research, media services and practice support, records retrieval, and filing fees.

Withdrawal or Termination

Our relationship is based upon mutual consent and you may terminate our representation at any time, with or without cause, by notifying us. Your termination of our services will not affect your responsibility for payment of fees for legal services rendered and of other charges incurred before termination and in connection with an orderly transition of the matter.

We are subject to the rules of professional conduct for the jurisdictions in which we practice, which list several types of conduct or circumstances that require or allow us to withdraw from representing a client, including for example, nonpayment of fees or costs, misrepresentation or failure to disclose material facts, fundamental disagreements, and conflict of interest with another client. We try to identify in advance and discuss with you any situation which may lead to our withdrawal, and if withdrawal ever becomes necessary, we give you written notice of our withdrawal. If we elect to withdraw for any reason, you will take all steps necessary to free us of any obligation to perform further, including the execution of any documents necessary to complete our withdrawal, and we will be entitled to be paid for all services rendered and other charges accrued on your behalf to the date of withdrawal.

House Bill 89 Verification

As required by Chapter 2270, Texas Government Code, McFarland PLLC hereby verifies that McFarland PLLC does not boycott Israel and will not boycott Israel through the term of this engagement. For purposes of this verification, "boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes.

Pursuant to Chapter 2252, Texas Government Code, McFarland PLLC represents and certifies that, at the time of execution of this engagement agreement, neither McFarland PLLC, nor any wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of the same (i) engages in business with Iran, Sudan, or any foreign terrorist organization as described in Chapters 806 or 807 of the Texas Government Code, or Subchapter F of Chapter 2252 of the Texas Government Code, or (ii) is a company listed by the Texas Comptroller of Public Accounts under Sections 806.051, 807.051, or 2252.153 of the Texas Government Code. The term "foreign terrorist organization" in this paragraph has the meaning assigned to such term in Section 2252.151 of the Texas Government Code.

If the foregoing correctly reflects your understanding of the terms and conditions of our representation, please so indicate by executing the enclosed copy of this letter in the space provided below and returning it to the undersigned.

Please contact me if there are any questions or comments. We are pleased to have this opportunity to be of service and to work with you.

Very truly yours,

Charles B. McFarland

AGREED TO AND ACCEPTED:

CITY OF WEST UNIVERSITY PLACE

By: _____
Name: _____
Title: _____

Date: _____

McFARLAND
CONDEMNATION ATTORNEYS

BILLING RATE SHEET

ATTORNEYS – PER HOUR

Charles McFarland $675.00

Mark Merrell $550.00

Laura Manion $500.00

Brittney Johnson $400.00

Marie Harlan $350.00

NON-LAWYER PERSONNEL – PER HOUR

Craig Judge $250.00

Dani Aedo $125.00

Karla Carranza $75.00

Esmeralda Fierro $75.00

Tyranny Metcalfe $50.00

Jamira Vaughn $50.00

The City of West University Place

A Neighborhood City

CITY COUNCIL
Bob Higley, Mayor
Kevin Trautner, Mayor Pro Tem
John P. Barnes, Councilmember
Lauri Lankford, Councilmember
Ed Sobash, Councilmember

STAFF
David J. Beach, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

CITY COUNCIL MINUTES

The City Council of the City of West University Place, Texas, **met via audio/video conferencing** in a workshop and regular session on **Monday, September 14, 2020**, at **5:00 p.m.** due to social distancing guidelines suggested by the CDC in light of the Novel Coronavirus (COVID 19).

Agenda items were as follows:

WORKSHOP (5:00 PM)

1. **Call Workshop to Order / Roll Call (Remotely)**
   Mayor Higley called the workshop to order at 5:00 p.m. Mayor Pro Tem Trautner, Councilmembers Barnes, Lankford and Sobash, and City Attorney Petrov were in attendance.

   Staff attending via video/teleconference from the Council Chambers: City Manager Beach, City Secretary Gilliam, Police Chief Walker, Parks and Recreation Director White, Finance Director DuBose, Assistant to the City Manager Thompson, Public Works Director Barrera, and Fire Chief Taylor.

   Staff attending remotely: Interim IT Director McFarland.

   Others attending in the Council Chambers were: Mr. Kirk Mills, Mr. Mike Shelton, and Mr. Michael Moriarty with Kimberly Horn Consultants and Mr. Vernon Webb and Ms. Carol Harrison with IDS Consultants

2. **Water Reclamation Study and Wastewater Treatment Plant Flood Protection Study**
   Matters related to Water Reclamation and WWTP Flood Protection Studies. ***Mr. Gerardo Barrera, Public Works Director***

   Public Works Director Barrera introduced Mr. Kirk Mills with Kimberly Horn who presented on the Water Reclamation study.

   Mr. Mills said Kimberly Horn looked at three alternatives, two were related to direct and indirect potable reuse and one was non-potable. He said the non-potable reuse option seemed to be the most feasible from a cost benefit standpoint and recommended that the City develop a non-potable reuse as a source of additional revenue. He said the benefits include:

   - Offsetting a portion of the cost of conventional wastewater treatment;
   - Reducing stress on freshwater supplies; and
   - Improving sustainability economically, environmentally, and socially.

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Mr. Mills said they found that non-potable could be implemented at the wastewater treatment plant for approximately $4,000,000 with a five to eight-year payback with no environmental impacts of which they are aware. He said the capital dollars do not include easements or any supplemental treatment that may come out of negotiations.

Mayor Higley said this seems like a no-brainer and Mr. Mills agreed.

In response to Mayor Higley's question as to how to move forward with the consultant's recommendation, City Manager Beach said staff can continue to investigate that if that is Council's consensus.

When asked her opinion, Councilmember Lankford said she has reservations due to the limited market for the non-potable, but if it can be confirmed that the City would be able to sell it she is okay with it. Mr. Shelton spoke to say there is a market for this and that they have identified a potential user. City Manager Beach added that before moving forward with construction staff would look at a long-term arrangement with the end user to be sure the City would recoup the cost of its investment in the system.

Mayor Pro Tem Trautner asked if the cost of maintenance would be recovered on any additional infrastructure that would be put in place with the $3.9 million and also asked if there is a return on that investment when the City receives the money back. Mr. Horn responded that there seems to be a price point between what is currently being paid for Houston water versus what could be a negotiated agreement and it could be a favorable thing for a return on the investment. Mr. Horn also said the approximate $4,000,000 does not include capital costs and would be added when negotiating costs with the end user.

In response to Councilmember Barnes' question as to once enough revenue has been generated to pay back the cost of the project, would the City then gain revenue of about $500,000 a year, Mr. Horn said it depends on the negotiated rate with the end user as to the amount of revenue that will be generated, but that it could be $500,000 to $750,000 per year.

Councilmember Sobash said this would be a good thing to do if the City could get the customer to buy-in to some of the capital improvements at a more favorable long-term rate, potentially, to them and to lower the downside risks of the City putting money up front.

Mayor Higley said he feels the City should move forward with this and expedite it as quickly as possible.

As a note, Public Works Director Barrera stated that this project would also help the City in that it is not putting a million gallons into the bayou, which might help in negotiating with Harris County since the City would be offsetting that particular amount of gallons.

Councilmember Barnes asked if the City is treating the affluence and sending it down to the Med Center instead of dumping it in the Braes Bayou could the City use that to get some type of credit with respect to the restrictors on the City's storm water. Mr. Barrera said it's possible and City Manager Beach said staff will look into it.

With no other questions, Mayor Higley moved to instruct the City Manager to move forward with all due haste with the civil engineers and bring back a report to Council ASAP. Councilmember Barns seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

3. Adjourn Workshop

Mayor Higley adjourned the workshop at approximately 5:55 p.m.

REGULAR MEETING (6:30 PM)

4. Call Regular Meeting to Order (Remotely)
Mayor Higley called the Regular Meeting to order at 6:30 p.m.

5. Roll Call
Mayor Pro Tem Trautner, Councilmembers Barnes, Lankford and Sobash, and City Attorney Petrov were attended via audio/videoconference.

Staff attending via video/teleconference from the Council Chambers: City Manager Beach, City Secretary Gilliam, Police Chief Walker, Parks and Recreation Director White, Finance Director DuBose, Public Works Director Barrera, and Fire Chief Taylor.

Staff attending remotely: Interim IT Director McFarland.

Others attending remotely: Mr. Kirby Follis with the West U Baptist Church; President of the Piranhas Ms. Lori Yi; and Ms. Jenny McCarthy with Tri-Sports.

6. Pledge of Allegiance
Councilmember Sobash led the Pledge.

7. Public Comments
This is an opportunity for citizens to speak to the Council relating to agenda and non-agenda items.

The following comments were made from the public:

Susan Butler, 4119 Oberlin, spoke regarding residential parking on the street when homeowners are not using their driveways and garages. She asked for possible resolution and Mayor Higley asked her to email him to request adding this topic as an item on the agenda for discussion.

Nina Springer, 4125 Oberlin, spoke regarding residential parking. She suggested that households have the ability to request a daily or weekly exception to the rule, such as that in Southside Place, that would allow them to allow a piece of paper or permit on their dashboard while parked on the street to be clear they were not in violation. She said this would allow for exceptions and at the time be a disincentive to park on the street without a valid reason.

Sarah Barrett, 3743 Tangley, spoke regarding reopening the playgrounds in the parks. Because this was not listed on the agenda and would not allow for two-way conversation with Council, it was suggested that Ms. Barrett speak during the COVID-19 update when matters related to the parks could be discussed.

8. COVID-19 Update
Matters related to COVID-19. *Recommended Action: Discuss and take any desired action.* ***Mr. Aaron Taylor, Fire Chief and Emergency Management Coordinator***

Chief Taylor reported:

- Situation continues to improve – both nationwide and locally.
- The positivity rate statewide is at 8.11 percent (holding under 10 percent for a week).

- The Harris County Public Health shows that West U now has 49 confirmed cases – 3 active, 46 recovered, and 0 deaths.
- The Harris County COVID-19 threat level system remains at Level 1, which is the highest level despite the improving conditions.

In response to Mayor Higley's question as to whether playground facilities are open in Harris County, Chief Taylor responded that Harris County Precincts 3 and 4 confirmed as of today that their playground facilities open with signage in place that indicates that the equipment is not routinely sanitized.

Mayor Higley asked if the City has COVID-19 signage available. PARD Director White responded and said the City does have signage at each of the entry gates to the parks. She also said if the playgrounds contain fencing around them, the City has the ability to post signage as one enters the closed playground areas.

Councilmember Sobash asked how does reopening of parks (playground facilities) in Precincts 3 and 4 comply with the County's order and asked if they received a waiver to open them. Chief Taylor said it is his understanding that there is no exemption or waiver at this time.

Councilmember Sobash asked what would be the triggers for the status to drop down from Level 1. Chief Taylor said there are several different data parameters, one of which is how many new cases of COVID-19 are reported for each day. He said the threshold for the next level down is between 201 and 400 cases a day and for the last 14 or 15 days the County has been under the 400 threshold. He said Harris County Public Health and the TMC have different ways of reporting data on the positivity rate so that's holding things up right now.

Councilmember Barnes asked if there is any guidance from Harris County Public Health or from the CDC as to how to safely operate playground equipment in the area. Chief Taylor said the only guidance that is out there is pretty much the same guidance heard every day – proper hygiene and social distancing. He said there is nothing that states that cities should routinely sanitize equipment and that the state, according to its guide, does not recommend sanitizing outdoor play equipment because it is not a good use of limited resources.

Mayor Pro Tem Trautner said he would be in favor of opening the parks to the extent that the City is not running afoul of any legalities under the rationale that the pandemic has been going for 6 months and so by now people could manage themselves and their children to access the parks appropriately.

Councilmember Sobash asked how quickly the City could open its playground facilities. City Manager Beach said if Council would like the facilities reopened, staff can have them open by early next week or as early as this weekend.

For clarification, Councilmember Lankford confirmed that "open the parks" means "open the playground facilities" because the parks (green spaces) are already open.

Ms. Barrett, 3743 Tangley, spoke to say that she would like the parks fully open as soon as possible.

9. <u>Record Vote on Tax Rate</u>

Matters related to a resolution recording vote on tax rate on the proposed "not to exceed" tax rate of $0.294066. *Recommended Action: Adopt resolution recording vote on the "not to exceed" tax rate of $0.294066.* ***Ms. Katherine DuBose, Finance Director***

Finance Director DuBose presented and stated that this resolution is required to be adopted in accordance with Chapter 26 of the Texas Property Code. She said Council is only being asked to

record its vote on the proposed tax rate, not adopt the tax rate. She said Council will be asked to adopt the proposed tax rate of $0.294066 at its meeting on September 28, 2020.

Councilmember Barnes moved to adopt the resolution recording the vote of the proposed "not to exceed" tax rate of $0.294066. Councilmember Sobash seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

10. 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 unless a Council member requests in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. City Council Minutes

Approve the City Council Workshop Minutes of August 24, 2020. *Recommended Action: Approve Minutes of August 24, 2020.* ***Ms. Thelma Gilliam, City Secretary***

B. Certified Appraisal Roll

Matters related to accepting the Certified Appraisal Roll. *Recommended Action: Approve* ***Ms. Katherine DuBose, Finance Director***

C. Reappointing Board Members to the Friends of West U Parks Fund

Matters related to the adoption of a resolution reappointing members to the Friends of West U Parks Fund Board. *Recommended Action: Reappoint Michelle Huth, Matthew Foytlin, Stephen Olson, Judy Cheng and Mark Prescott to their respective positions on the Friends of West U Parks Fund Board.* ***Ms. Donna LaMond, Director of FWUPF***

D. Harris Galveston Subsidence District Interlocal Agreement (Waterwise)

Matters related to Interlocal Agreement with HGSD *Recommended Action: Discuss and take any desired action.* ***Mr. Gerardo Barrera, Public Works Director***

E. Automated Weir Cleaning System

Matters related to approving a change order to purchase and install the Automated Weir Cleaning System at the Wastewater Treatment Plant. *Recommended Action: Approve Change Order to purchase and install the automated Weir Cleaning System at the Wastewater Treatment Plant.* ***Mr. Gerardo Barrera, Public Works***

Mayor Higley removed Item C and Item E from the Consent Agenda. Councilmember Sobash moved to approve Items A, B, and D as presented. Councilmember Barnes seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

Mayor Higley said he removed Item C to thank Friends Executive Director Donna LaMond for her service and the Friends of the West University Parks Fund Board for doing a marvelous job and making the City proud.

Councilmember Sobash moved to approve the reappointments to the Friends Board as presented. Councilmember Barnes seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

Mayor Higley said he removed Item E so that Public Works Director Gerardo Barrera could discuss the project and the $130,000 the City was able to save through project negotiations.

After Public Works Director spoke to explain the reason for the savings, Councilmember Sobash moved to approve the Change Order for the automated cleaning system as presented. Councilmember Barnes seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

11. Recess Regular Meeting to Convene Workshop on Memorandums of Understanding

Matters related to the City's Memorandums of Understanding with West U Baptist Church, Tri-Sports, and the Piranhas. *Recommended Action: Discuss and direct staff as desired.* ***Ms. Susan White, PARD Director***

At 7:15 pm, Mayor Barnes moved to recess the regular meeting and convene the Workshop. Councilmember Sobash seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

City Manager Beach informed Council that staff is not looking for approval of the Memorandums of Understanding (MOU) at this meeting, but rather for feedback that will be taken into account during the budget process.

Parks and Recreation Director White presented and began with the MOU with the West U Baptist Church (WUBC). She said other than updating the 2021 dates, WUBC's only request is that the term of the MOU be extended from one year to three or five years.

Mayor Higley noted that this MOU deals in square feet not dollars. He said the City has some square feet the Church can use when they need it and the Church has some square feet the City can use when it needs it and that staff calculated the value and it is pretty much equal.

Mayor Higley noted that it is the consensus of the Council to continue the MOU with the West U Baptist Church and extend the term to five years.

Ms. White presented the MOU with the Piranhas and said they are not requesting any updates to the 2021 MOU, but would also be interested in an extended term. In addition, she said staff discussed adding verbiage to the MOU to allow the City to make adjustments for pay increases and non-resident fees as needed.

Ms. White noted that with this MOU the City provides City property and the Piranhas reimburses the City for staffing costs outside of the City's normal operating expenses. She said they also pay the City $25 for each non-resident participant. When asked, Ms. White stated that according to the 2019 statistics there were 266 residents and 60 non-residents that participated in 2019. She said the Piranhas did not have a season this year due to COVID-19 so she does not have numbers for 2020.

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Councilmember Lankford said she recalls a discussion last year about increasing the fees for non-residents and thinks that might be reviewed in November when financial policies are reviewed. She said it the discussion came about because of the fact that even though a high percentage of the participants are West U residents when the Piranhas operate, they use the entire pool and residents can't use it at the same.

Mayor Higley noted that it is the consensus of the Council to move forward with this MOU.

Ms. White presented the MOU with Tri-Sports and said the only changes that have been made to the existing MOU are (1) removed language related to the Scout House irrigation because irrigation was for the Scout House itself and not irrigation for the fields and (2) after consultation with the City Attorney, individual signature lines for all three sports groups were added.

In response to Mayor Higley's question as to what Tri-Sports is asking for, Jenny McCarthy, resident at 6411 Belmont and representative of Tri-Sports and its member leagues, stated that Tri-sports is requesting for the restoration of the City's support and funding of $125,000.

In response to Councilmember Lankford's question as to her reasoning for the request, Ms. McCarthy said it's to build up the partnership that the City and Tri-Sports has had for many years. Ms. McCarthy also said Tri-Sports is a volunteer organization that spends a lot of time making sure over 1,000 kids in West U last year had a place to play youth sports. She said Tri-Sports is a wonderful organization that is the heart of the community.

Mayor Pro Tem Trautner asked what Tri-Sports would use the proceeds for over the next year. Ms. McCarthy said the $125,000 would be used directly to support the maintenance of the fields in West U.

Councilmember Barnes said the 2018 Form 990 that was filed by Tri-Sports indicates that the overall expenses for Tri-Sports were around $218,000 of which $89,000 was for field maintenance, utilities and other associated expenses and that over $121,000 went towards depletion, depreciation and amortization. He asked if some portion of the $125,000 would go towards what is essentially debt servicing or would it all go towards actual field maintenance. Ms. McCarthy responded that it would go towards field maintenance.

Councilmember Barnes asked Ms. McCarthy if she has any documentation from last year showing those maintenance costs and other costs in the budget, because the 990 forms from 2015 to 2018 are pretty consistent on the numbers so the $125,000 would be a substantial deviation. Ms. McCarthy said she would be happy to send over the information she has. Councilmember Barnes suggested she provide profit and loss statements and Form 990 for 2019. Mayor Pro Tem Trautner suggested that she also provide invoices for maintenance on the specific fields.

Mayor Pro Tem Trautner asked Ms. McCarthy if the Wallin Field (at West U Elementary) is included as one of the fields or is it just West U fields in the maintenance costs. Ms. McCarthy responded all the fields within West U are included in the operational costs, which includes Wallin Field.

Councilmember Barnes asked if the fields at Pershing are included in the maintenance costs provided. Ms. McCarthy said the fields at Pershing are not included. She said she excluded the Pershing numbers so that she would only be talking this evening about numbers specific to West U.

Councilmember Barnes asked Ms. McCarthy what is the participation percentage of West U residents for each of the leagues served by Tri-Sports. Ms. McCarthy responded that there are 3,046 participants in all the leagues combined with 33.5 percent of those being West U and Southside Place residents. She said when looking at just the field space that is used in West U and the age divisions associated with those fields, there are 2,000 kids using those fields and 42 percent of those are West U and Southside Place residents.

Councilmember Lankford asked if the numbers are per year or per the fall and spring seasons. Ms. McCarthy said they are treated separately by seasons.

Councilmember Sobash confirmed that the participation rate of 33.5 percent and 42 percent is a combination of both West U residents and Southside Place residents and asked Ms. McCarthy if she could provide a number for just West U residents. Ms. McCarthy responded that the West U number is 30.2 percent of participation in all the leagues and 38 percent for the specific age divisions using just the fields.

Mayor Higley asked if West U residents were determined by using the 77005 zip code and excluding streets not in West U. Ms. McCarthy replied that they are currently using the 2010 Census data to make the determination and confirmed that she is comfortable with the percentage she provided for West U residents. Councilmember Lankford asked why not just use the street addresses rather than the census data and Ms. McCarthy due to the lack of manpower.

Councilmember Lankford said she would be curious in seeing the percentages by season because she feels there is double counting involved. She also said the MOU requires that a certain number of West U residents participate under the Tri-Sports umbrella, not the required number of participants in each league, which could technically mean a resident can be counted more than once.

Mayor Pro Tem Trautner said because Ms. McCarthy was talking about percentages of West U participants he wanted to confirm that when she comes up with that number it is for a participant on an annual basis such that if a participant during a given year participates in three different seasonal sports, that person is not counted for the percentage calculation as three participants for that year.

In response to Mayor Pro Tem Trautner concern, Ms. McCarthy clarified that the majority of the participants play in West U softball or West U Little League and said those would not be double-counted because one is a girls' organization and one is primarily a boys' organization. So from a numbers perspective double-counting isn't a concern of theirs.

Mayor Higley asked that Ms. McCarthy understand that from the City's perspective Council has a tremendous burden, and it's not just a like or dislike. He said it is a tremendous legal obligation to do it right. He said the City can't gift money and not get something in return because it is illegal. City Attorney Petrov concurred and added that council could be held criminally responsible.

Councilmember Barnes asked City Attorney Petrov if the benefit citizens of West U get in return in order to justify making a cash disbursement have to be an objectionable quantifiable benefit. City Attorney Petrov said there is always some subjective nature to the benefit, but the City would have to do the best it can to reasonably relate it to a quantifiable amount.

Mayor Higley asked Ms. McCarthy to please provide the numbers this Council has been asking for. He said it can't be that hard and said it is important for Council to lay the proper predicate for giving away any money.

Councilmember Barnes said that Council also needs to know that there are financial controls in place to show that the money that is dispersed is 100 percent spent on the purpose for which it is being dispersed and asked what internal and external controls Tri-Sports have in place. Ms. McCarthy said she is not the right person to answer that question and will get Council an answer.

Councilmember Sobash asked Ms. McCarthy how many residents of the 3,046 participants in all the member leagues are West U residents and she replied 1,039 participants and that 775 of those are West residents playing on West U fields. Councilmember Sobash confirmed with Ms. McCarthy that

the $200,000 field maintenance is only for the fields within the West U city limits. He asked if the number of residents per field could be provided. She said they don't have that number.

Councilmember Barnes said when Council discussed this last year and taking the numbers provided by Tri-Sports in terms of participation, it was calculated that the amount that would be necessary for Tri-Sports in terms of raising registration fees to make up for the loss of the cash subsidy would be roughly $14.93 per head. He said subsequently, it was Council's understanding that West U Softball and West U Little League raised their registration fees by $25.00 going into the 20-20 season. He said a few games into the season Tri-Sports shut down due to COVID like everyone else, so the question is what was done with those registration fees since the season didn't happen.

Ms. McCarthy responded and said in speaking for West U Little League and West U Softball they did not make money this season. She said their registration fees pay for about 50 percent of what it costs to send a kid through little league or through softball. She said a majority of their costs are spent upfront so this year a lot of money was spent for a season that didn't happen and with COVID they were not able to raise funds nor did they receive the $125,000 normally received from the City to help subsidize costs.

Mayor Pro Tem Trautner said he and Council would love see a positive working relationship with Tri-Sports and a mutually agreeable situation and to get to that point he'd like to know from Ms. McCarthy if she recognizes the value of the in-kind contributions West U makes (i.e. $30,000 in electricity and water; $100,000 in priority field use) when doing their numbers. Ms. McCarthy said for in-kind services absolutely, but said she doesn't believe that the number for the field use is accurate.

Councilmember Barnes pointed out that the original arrangement between the City and Tri-Sports in 1987 when Tri-Sports was founded was that essentially the City would provide access to the fields in exchange for Tri-Sports and its member organizations taking on maintenance responsibilities and those costs, thereby taking those things out of the City budget, which in turn benefited the taxpayers. Councilmember Barnes said once the cash subsidy came into play to cover the maintenance costs the benefit to the taxpayers in that original arrangement essentially vanished and left the City giving Tri-Sports priority access, which has a definite value, in exchange for an undefined value in return. Ms. McCarthy said she doesn't agree that the City doesn't benefit from what Tri-Sports brings to the table.

Ms. McCarthy suggested that Council continue to look at the numbers to see how much Tri-Sports maintain and operate the fields in the West U City limits. She said the $125,000 received from the City does not cover all of those expenses. She again said she doesn't agree that the benefit to West U has vanished, because Tri-Sports continues to do improvements to the fields and spends more than what is given to them on maintenance to make sure West U continues to have an A class parks and rec system.

Councilmember Sobash asked if Tri-Sports plans to do any capital improvements that they would need funds for this year and asked if their request includes funds for those improvements. Ms. McCarthy said no, but over the years there have been several capital improvements made to the West U fields that were paid for by Tri-Sports.

Mayor Higley said the City is not in the youth sports business and Tri-Sports not being able to make their business work is not the City's problem. He said the City is trying to keep a balanced budget during COVID and has to make some hard decisions.

Ms. McCarthy said Tri-Sports does its business well and manages it well. She said they try to operate and maintain those fields at a low cost and the City of West U is a better place for it.

Councilmember Lankford said she disagrees with Ms. McCarthy's statement about Tri-Sports being the reason for West U having an A class parks and recreation system. She said as Mayor Higley stated,

West U is not in the youth sports business and she added that West U's programs that are offered and ran by the City are what makes West U parks and recreation A class. She said maybe that is where Tri-Sports and Council don't see eye to eye – because Tri-Sports sees themselves as part of the City's parks and recreation system and Council doesn't.

Mayor Pro Tem Trautner said if the City wanted to run a little league program or allow a third party (not Tri-Sports) to come in and run a program, they would charge a fee to cover all of their expenses to do that and the City would be fully reimbursed for its maintenance costs to the extent the City would maintain the fields. Ms. McCarthy responded and said one of the things that made her decision to move to West U was the little league. She said there is not enough field space to do what Tri-Sports does. She said the system works better the way it is and thinks the partnership should continue. She said their participant numbers continue to increase so they are doing something right.

Mayor Higley said he would like to be able to support Tri-Sports, but he was told by Mr. Waller before that West U needs Tri-Sports but Tri-Sports doesn't need West U. He said he feels that Tri-Sports doesn't need West U because they have "grown up" and are now is 137 different zip codes.

Mayor Higley said there needs to be a clear understanding and reasonable dialogue on this matter as opposed to the discussion last year.

Mayor Pro Tem Trautner told Ms. McCarthy that it would be helpful for Tri-Sports to provide hard numbers on what the maintenance costs are in the aggregate for the Rec Center field and the Wallin Field, and give a brief three or four sentence explanation as to the allocation between those two fields. He said it would also be helpful if some recognition of the value of priority access to Tri-Sports is provided.

12. <u>Adjourn Workshop and Convene Executive Session</u>

Executive Session will be held in accordance with Section 551.072 of Chapter 551 of the Texas Government Code.

Mayor Higley adjourned the workshop at 8:46 p.m. and convened the Executive Session.

13. <u>Adjourn Executive Session and Reconvene Regular Meeting</u>

At approximately 9:05 p.m., Mayor Higley adjourned the Executive Session and Reconvened the Regular Meeting.

14. <u>Adjourn Regular Meeting</u>

With no other matters before the council, the meeting will adjourn.

Councilmember Lankford moved to adjourn the regular meeting at approximately 9:05 p.m. Councilmember Barnes seconded the motion. **MOTION PASSED.**

Ayes:	Higley, Trautner, Barnes, Lankford, Sobash
Noes:	None
Absent:	None

Audio of this Council Meeting is available in its entirety on the City's website. You can also contact the City Secretary's office for a copy of the audio and/or for copies of any presentations/handouts.

Prepared by: City Secretary Thelma A. Gilliam

Approved by City Council on:

The City of West University Place

A Neighborhood City

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Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

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CITY COUNCIL BUDGET WORKSHOP MINUTES

The City Council of the City of West University Place, Texas, remotely met in a workshop on **Tuesday, September 8, 2019**, in the Municipal Building, 3800 University, West University Place.

Call to Order. Mayor Higley remotely called the workshop to order at 3:00 p.m. Council remotely attending were Mayor Pro Tem Trautner, Councilmembers Barnes, Lankford and Sobash.

Staff attending via audio/teleconference from the Council Chambers were: City Manager Beach, City Secretary Gilliam, Human Resource Director Urban, Finance Director DuBose, Fire Chief Taylor, Public Works Director Barrera, Police Chief Walker, Parks and Recreation Director White, and Parks Administrative Manager Veld. Staff attending remotely from home/office were: Treasure Harrison and IT (Interim) Director McFarland.

1. <u>2021 Proposed Budget</u>

Matters related to discussion regarding the City's annual budget, to include the City finances for all funds, the Community Improvement Program, tax rates, staffing, fees, and revenue and expenditures for all funds. *Recommended Action: Discuss the annual budget process and provide staff with feedback and direction as desired.*

City Manager Beach and Finance Director DuBose presented an overview of the proposed 2021 Budget for council to discuss and provide staff with feedback and direction.

Discussion was on the following topics:

- Property Tax Rates
  - One and a half cent decrease in the tax rate
  - Savings for the average taxable home of $5.26 per month
- Summary of Revenues and Expenditures
- Expenditures by Department
- Debt Service Fund
- Water and Sewer Fund
- Solid Waste Fund
- Internal Service Funds
- Special Revenue Fund
- Community Improvement Program (CIP)

- Personnel
- Fee Schedule
- Holidays

An audio of the presentation and discussion in its e in its entirety is on the City's website. You can obtain a hard copy of the presentation by contacting the City Secretary's office.

2. Adjourn

With no further discussion, Mayor Higley adjourned the workshop at 6:22 p.m.

Prepared by: Thelma A. Gilliam, TRMC, City Secretary

Council Approved:

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John P. Barnes, Councilmember
Ed Sobash, Councilmember

STAFF
David J. Beach, City Manager
Alan Petrov, City Attorney
Thelma Gilliam, City Secretary

CITY COUNCIL MINUTES

The City Council of the City of West University Place, Texas, met **via audio/video conferencing** in a special session on **Monday, September 21, 2020**, due to social distancing guidelines suggested by the CDC in light of the Novel Coronavirus (COVID 19).

Agenda Items were as follows:

1. <u>Call to Order / Roll Call (Remotely)</u>

Mayor Higley called the special meeting to order at 6:30 p.m. Mayor Pro Tem Trautner, Councilmembers Barnes, Lankford and Sobash were in attendance.

Staff attending via video/teleconference from the Council Chambers: City Manager Beach, City Secretary Gilliam, Police Chief Walker, Parks and Recreation Director White, Finance Director DuBose, Public Works Director Barrera, Assistant to the City Manager Thompson, and Fire Chief Taylor.

Staff attending remotely: Interim IT Director McFarland.

2. <u>COVID-19 Update</u>

Matters related to COVID-19. *Recommended Action: Discuss and take any desired action.* ***Mr. Aaron Taylor, Fire Chief and Emergency Management Coordinator.***

Chief Taylor reported:

- Governor Abbott sent out a new Executive Order (GA-30), which increases the capacity at certain places (i.e. retail stores, gyms, museums, etc.) in certain regions of the state from 50 percent to 75 percent. Chief Taylor said the City does not anticipate an increase to its recreational facility as it is bound by the guidelines of social distancing.
- Positivity rates are still declining and is at 6.64 percent statewide; The Medical Center is reporting 3.4 percent, and Harris County Public Health is still showing 7.74 percent as that number has not been updated since last week.
- West U now has 53 confirmed cases – 4 active, 49 recovered, and 0 deaths.
- The Harris County COVID-19 threat level system remains at Level 1, which is the highest level despite the improving conditions.
- Staff sent an email to Harris County Public Health for any orders or guidelines regarding reopening playground areas in City parks and no response received to date. He said the

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current plan is to have everything in place (i.e. signage and any maintenance) to reopen the playground facilities on Saturday, September 26.

Councilmember Sobash asked if there is any guidance on resuming in-person council meetings. Fire Chief Taylor said not that he is aware of.

Councilmember Lankford said that she doesn't know if there is a deadline date, but the order relating to remote meetings was extended. Councilmember Sobash said that gives the City the choice to continue remote meetings, but he wanted to know if there was anything keeping the City from resuming more normal council sessions. Councilmember Barnes stated that the order requiring social distancing is what will keep the City from holding normal council meetings at this time.

City Manager Beach said resuming normal council meetings is at the discretion of council as long as social distancing measures and guidelines are implemented.

Mayor Pro Tem Trautner said until it is clearer that Council can meet indoors in groups, he is not yet comfortable with meeting in person.

Fire Chief Taylor then provided an update on Tropical Storm Beta.

3. <u>Public Hearing on the 2021 Budget</u>

Matters related to the first and final hearing to hear comments on the proposed 2021 Budget. *Recommended Action: Hold first and final public hearing on the 2021 Budget*. ***Ms. Katherine DuBose, Finance Director***

Finance Director DuBose was prepared to give a presentation to Council, but because it's basically the same presentation given at the workshop and with no members of the public attending remotely for the hearing, she did not give the presentation and asked if Council had any questions.

Having no questions from Council, Mayor Higley opened the public hearing at 6:41 p.m.

There was no one signed up to speak from the public.

4. <u>Close Public Hearing</u>

With no comments from the public, Councilmember Barnes moved to close the first and final public hearing on the 2021 Budget at 6:43 p.m. Councilmember Lankford seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

Note: The proposed budget and a copy of the presentation is on file in the City Secretary's office.

5. <u>Resolution Declaring a Public Necessity</u>

Matters related to the adoption of a resolution declaring the existence of a public necessity for the acquisition of a drainage easement and temporary construction easement in connection with the Buffalo Speedway project. *Recommended Action: Adopt Resolution.* ***Mr. Dave Beach, City***

City Manager Beach said adopting the resolution is the first step in acquiring the easement related to the Buffalo Speedway project.

Councilmember Barnes moved to adopt the resolution declaring the public necessity. Councilmember Sobash seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

4. Adjourn

With no other business before Council, Councilmember Sobash moved to adjourn the special meeting at 6:45 p.m. Mayor Pro Tem Trautner seconded the motion. **MOTION PASSED.**

Ayes: Higley, Trautner, Barnes, Lankford, Sobash
Noes: None
Absent: None

Prepared by: Thelma A. Gilliam, TRMC, City Secretary

Council Approved:

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AGENDA MEMO

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

Meeting Date	09.28.20	**Agenda Item**	12B
Approved by City Manager	Yes	**Presenter(s)**	G. Barrera, Director
Reviewed by City Attorney	Yes	**Department**	Public Works
Subject	Memorandum of Understanding with City of Houston for the Buffalo Speedway Rehabilitation Project		
Attachments	Memorandum of Understanding		
Financial Information	Expenditure Required:		None
	Amount Budgeted:		None
	Account Number:		None
	Additional Appropriation Required:		None
	Additional Account Number:		None

Executive Summary

The purpose of this Memorandum of Understanding (MOU) is to establish the City's responsibility in the construction of the roadway and drainage work associated with the Buffalo Speedway Rehabilitation Project within the City of Houston Right of Way (ROW). This MOU is a necessary step that formally outlines the City's responsibilities while working within the ROW.

The appropriate representatives for the City of Houston (Houston) have been notified of this project and acknowledge that their only involvement is to support and assist as necessary with all aspects of construction within Houston's ROW and to ensure that this project meets Houston's design criteria and policies and procedures. Houston has no monetary ties to this project; therefore, any issues or problems that may arise from the design and construction of this project will be solely the responsibly of the City of West University Place.

This MOU memorializes the responsibilities of both cities for the duration of this project.

Recommended Action

Staff recommends that City Council approve the Memorandum of Understanding with the City of Houston for the Buffalo Speedway Rehabilitation Project and authorize the City Manager to execute the same.

MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF HOUSTON
AND THE CITY OF WEST UNIVERSITY

This is a **MEMORANDUM OF UNDERSTANDING** ("MOU") between: (1) the **CITY OF HOUSTON, TEXAS** ("City of Houston"), and (2) the **CITY OF WEST UNIVERSITY PLACE, TEXAS,** ("City of West University"), both Home Rule municipalities operating pursuant to the Constitution and laws of the State of Texas. This MOU is entered into as of the date set forth below, with terms and conditions as follows:

RECITALS

WHEREAS, the City of West University is seeking to reconstruct and improve Buffalo Speedway between Holcombe Boulevard and Bissonnet Street; this project is referred to as the "Buffalo Speedway Project."

WHEREAS, the Buffalo Speedway Project represents construction that will take place between Station 2+22 and to Station 10+00 as depicted in more detail in the construction plans attached as Exhibit "A."

WHEREAS, the Buffalo Speedway Project, while primarily with the City of West University does consist of portions within the City of Houston and will benefit both residents of the City of West University and the City of Houston. **NOW THEREFORE** the City of West University and the City of Houston agree as follows:

AGREEMENT AND UNDERSTANDING

I. The City of West University will oversee and complete all construction work for the Buffalo Speedway Project. In addition, the City of West University will ensure construction and drainage related to the Buffalo Speedway Project meets the City of Houston's design standards for the portions of the roadway within the City of Houston's City Limits.

II. The City of Houston will review and provide consent for the Buffalo Speedway Project as well as offer support and assistance as needed throughout the duration of the project pertaining to the City of Houston's design standards, policies and procedures. However, the City of Houston is not responsible for any costs related to the Buffalo Speedway Project.

III. The City of West University is responsible for any construction related issues that may arise from the design and construction of the Buffalo Speedway Project.

IV. Unless changed by notice from the City of Houston to the City of West University, the City of Houston's liaison is its Assistant Director of Public Works.

V. Unless changed by notice from the City of West University to the City of Houston, the City of West University's liaison is its Director of Public Works.

MISCELLANEOUS PROVISIONS

1. The recitals set forth above are, by this reference, incorporated into and deemed a part of this MOU.

2. The obligations of the parties to this MOU are performable in Harris County, Texas, and exclusive venue for any legal action in connection with this MOU shall lie in Harris County, Texas.

3. This MOU shall be governed by, interpreted under, and construed and enforced in accordance with the laws of the State of Texas, without regard to conflicts of law or choice of law principals of Texas or any other state.

4. Notwithstanding any provision of this MOU to the contrary, nothing in this MOU shall constitute a waiver by either party of any provisions of applicable law relating to any immunity or defense as may be available to either party on behalf of itself, its trustees, officers, employees, and agents.

5. This MOU and the agreements and documents referred to herein (including the exhibits and schedules hereto) and any provisions incorporated by reference contain the entire agreement and understanding of the parties hereto with respect to the subject matter hereof and supersede all prior agreements and understandings, whether written or oral, relating to the subject matter hereof. There are no other agreements, representations or warranties between or among the parties other than those set forth in this MOU and the agreements and documents referred to herein.

6. All notices, communications, invoices and reports required or permitted under this MOU shall be personally delivered or mailed to the respective parties as follows or to such other address as either party may subsequently specify in writing:

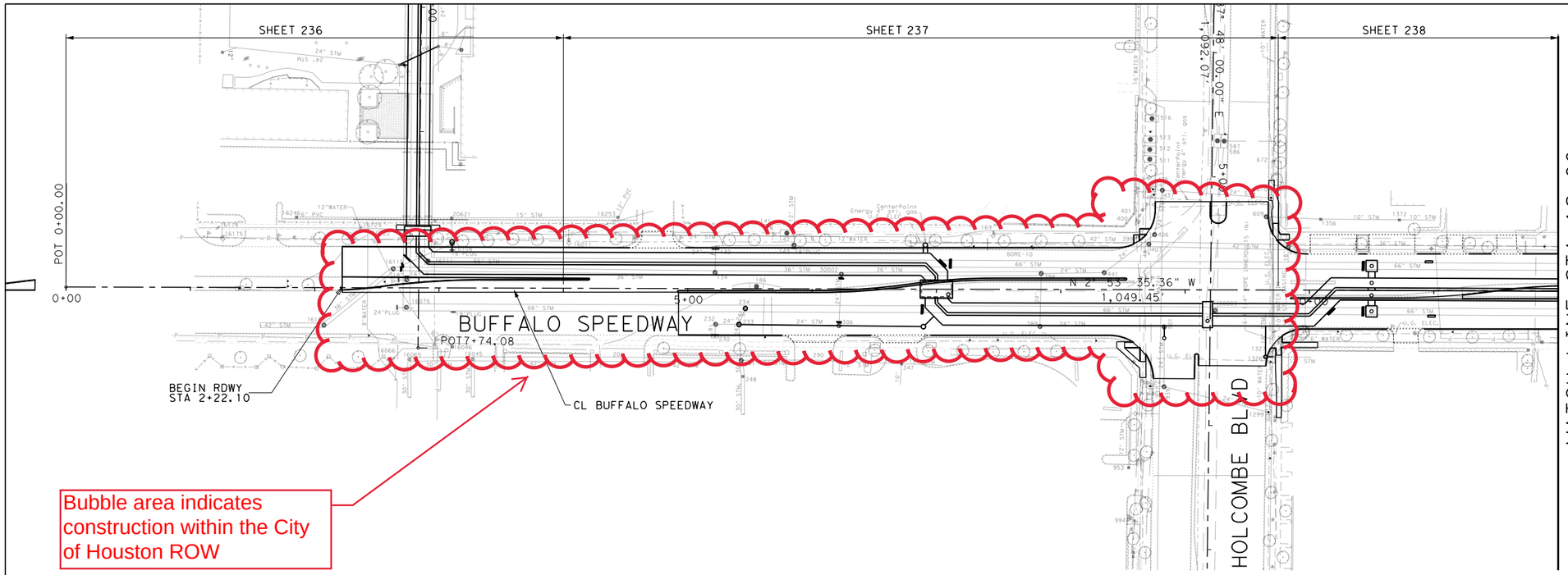
If to the City of Houston:	City of Houston _____ _____ Attn: Assistant Director, Public Works
With a copy to:	_____ _____ _____
If to the City of West University Place, Texas:	City of West University Place, Texas 3800 University Blvd. Houston, Texas 77005 Attn: Director, Public Works
With a copy to:	Johnson Petrov LLP 2929 Allen Parkway, Suite 3150 Houston, Texas 77019 Attention: Alan P. Petrov

7. This MOU may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

THIS MOU IS AGREED TO AND EFFECTIVE as of _____, 2020.

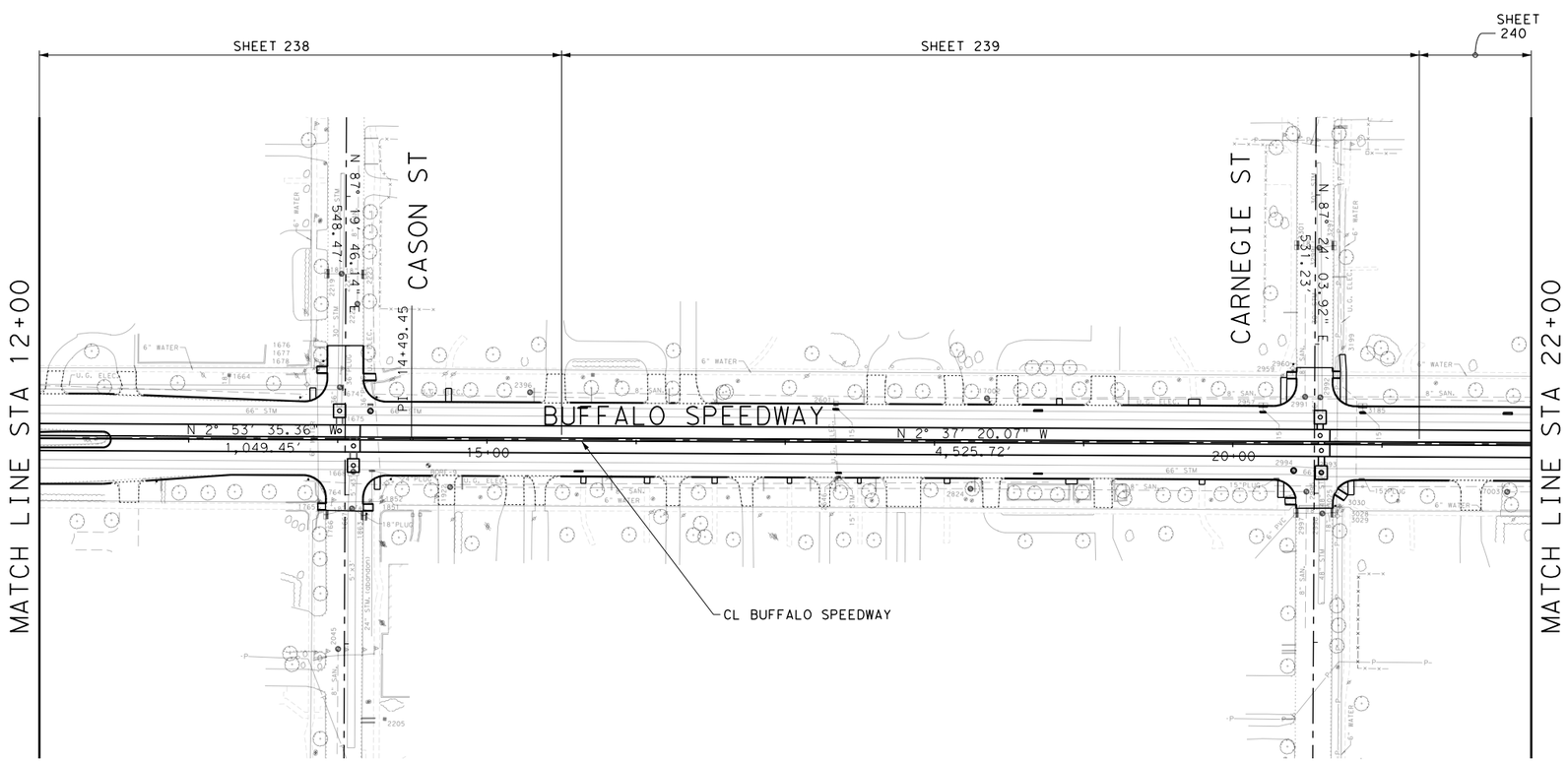
CITY OF HOUSTON	**CITY OF WEST UNIVERSITY PLACE, TEXAS**
By: _____	By: _____
Name:	Name:
Title:	Title:
ATTEST/SEAL: _____	ATTEST/SEAL: _____
Name:	Name:
Title:	Title:

EXHIBIT A



Bubble area indicates construction within the City of Houston ROW

0 50' 100' 200'
SCALE IN FEET



STATE OF TEXAS
MEHRAN BAVARIAN
48811
REGISTERED PROFESSIONAL ENGINEER
8/25/2020

FREESE AND NICHOLS
11200 Broadway Street, Suite 2320
Pearland, Texas 77584
Phone – (832) 456-4700
Fax – (832) 456-4701
Freese and Nichols, Inc.
Texas Registered Engineering Firm F-2144

City of West University Place

BUFFALO SPEEDWAY
RECONSTRUCTION
(HOLCOMBE BLVD. TO BISSONNET)

PROJECT LAYOUT

SHEET 2 OF 5

Texas Department of Transportation

FED.RD. DIV.NO.	PROJECT NO.		SHEET NO.
6	(SEE THE TITLE SHEET)		6
STATE	DIST.	COUNTY	
TEXAS	12	HARRIS	
CONT.	SECT.	JOB	HIGHWAY NO.
0912	72	360	BUFFALO SPEEDWAY