

AGENDA

CITY OF HALTOM CITY - SPECIAL CITY COUNCIL MEETING

Monday, August 21, 2023

Haltom City Hall, 5024 Broadway Avenue

Haltom City, Texas 76117 - 6:00 p.m.

CALL TO ORDER

EXECUTIVE SESSION

Section 551.071 – Consultation with Attorney - The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters: open meetings, open records, code of ethics and conflicts of interest, and nonconforming mobile home park.

Section 551.072 – Deliberation about Real Property - Deliberation regarding the purchase, exchange, lease or value of real property, and property owned or leased by the City.

Section 551.087 – Deliberation Regarding Economic Development Negotiations – Deliberation regarding financial or other incentives to a business prospect.

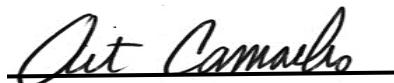
DISCUSSION ITEMS

1. **Proposed FY2024 Budget** – Conduct a public hearing and consideration and/or action regarding approval of Ordinance No. O-2023-013-03 adopting the FY2024 budget. **1st Reading (S. Johnson)**
2. **Proposed FY2024 Tax Rate** – Conduct a public hearing and consideration and/or action approving Ordinance No. O-2023-014-03 adopting the FY2024 Tax Rate. **1st Reading (S. Johnson)**
3. **Fee Schedule** – Consideration and/or action regarding approval of Resolution No. R-2023-014-03 amending the fee schedule. **(S. Johnson)**
4. **Investment Policy** – Consideration and/or action regarding approval of Resolution No. R-2023-015-03 adopting a revised investment policy. **(S. Johnson)**
5. **Signatories** – Consideration and/or action regarding approval of Resolution No. R-2023-016-03 designating the authorized signatories for all City financial transactions. **(S. Johnson)**

ADJOURNMENT

CERTIFICATION

I, ART CAMACHO, CITY SECRETARY OF THE CITY OF HALTOM CITY, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS POSTED ON THE BULLETIN BOARDS IN THE CITY HALL ON THIS THE 18th DAY OF AUGUST 2023, AT 5:00 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.



ART CAMACHO, CITY SECRETARY

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE CITY HALL BULLETIN BOARD ON ____ DAY OF _____, 2023. _____ Title: _____



This facility is wheelchair accessible. Handicapped parking spaces are available. Request for sign interpretative services must be made 48 hours ahead of meeting. To make arrangements call 817-222-7749.

CITY COUNCIL MEMORANDUM

City Council Meeting: August 21, 2023

Department: Finance / Budget

Subject: Ordinance No. O-2023-013-03
Proposed FY2023-2024 Budget

BACKGROUND

In accordance with applicable statutes and the City Charter, the City must conduct a public hearing to receive input on the proposed budget and any revisions to the current year's budget.

FISCAL IMPACT

The proposed FY2023-2024 budget totals \$145,704,172 and includes a proposed property tax rate of \$0.567283 per \$100 of assessed value. The budget is in compliance with the City Charter and applicable State statutes.

The attached budget ordinance reflects the proposed amounts for fiscal year 2023-2024 budget and the revised budget for the current year. This is the first reading and adoption of the budget. The second reading will be conducted on August 28, 2023.

RECOMMENDATION

Staff recommends the Mayor open the public hearing, receive the public comment upon the proposed budget and close the public hearing. Staff further recommends the City Council approve the first reading of Ordinance No. O-2023-013-03 and adopt the budget.

ATTACHMENTS

Ordinance No. O-2023-013-03

ORDINANCE NO. O-2023-013-03

APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024, IN ACCORDANCE WITH THE CHARTER OF THE CITY OF HALTOM CITY, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING FOR PUBLIC HEARINGS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

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

WHEREAS, the City Manager of the City of Haltom City has submitted to the City Council a proposed budget of the revenues and the expenses of conducting the affairs thereof and providing a complete financial plan for fiscal year 2023-2024 and which said proposed budget has been compiled from detailed information obtain from the several departments, divisions, and offices of the city; and

WHEREAS, the City Council finds that all provisions pertaining to the adoption of a budget contained in the City Charter have been in all things complied with; and

WHEREAS, the Public Hearing was held by the City Council of the City of Haltom City, Texas on the 21st day of August 2023;

WHEREAS, after a full and final consideration, the City Council is of the opinion that the budget should be approved and adopted;

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

SECTION 1.

The budget of the Revenues of the City of Haltom City and the Expenses of conducting the affairs thereof for the ensuing Fiscal Year beginning October 1, 2023 and ending September 30, 2024, as modified by the City Council, be, and the same is, in all things, adopted and approved as the said City of Haltom City budget for the Fiscal Year beginning the first day of October, 2023, and ending the thirtieth day of September, 2024.

SECTION 2.

The sums below are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City government as established in the approved budget document, including the revised budgetary data for the fiscal year ending September 30, 2023.

City of Haltom City Budget		Revised FYE 2023	Adopted FYE 2024
1	General Fund	37,758,751	44,158,982
5	Debt Service	7,480,549	7,488,984
12	Crime Control & Prevention Fund	2,064,837	2,222,089
13	Oil and Gas Fund		1,600,000
14	Hotel Motel Tax Fund	44,872	20,700
15	Court Security Fund	15,000	15,000
16	Court Technology Fund	40,278	40,500
17	Juvenile Case Manager Fund	25,000	26,600
18	Red Light Camera Fund	68,000	79,830
19	Grant Fund	151,500	197,500
20	PEG Fund	5,000	5,000
21	Fire Donation Fund	7,577	8,198
22	Library Donation Fund	123,842	50,000
23	Police Forfeiture Fund	16,000	16,000
24	Park Donation Fund	40,500	34,500
25	Park Dedication Fund	45,000	105,000
27	Animal Shelter Fund	5,000	5,000
28	Police Donation Fund	30,500	10,000
29	Police CART Fund	1,000	1,000
31	Street Reconstruction Fund	6,978,000	6,700,000
32	Capital Projects Fund	17,450,000	32,102,128
35	Capital Replacement Fund	900,000	900,000
41	Water and Sewer Fund	30,541,512	32,880,803
42	Water Capital Projects	2,520,000	10,195,000
44	Water and Sewer Impact Fees Fund	70,000	160,000
45	Drainage Fund	2,571,049	2,424,688
46	Drainage Capital Projects Fund	397,000	3,830,000
61	TIF/TIRZ#1 Fund	-	414,670
62	TIF/TIRZ#2 Fund	-	12,000
Funds Grand Total		\$ 109,350,766	\$ 145,704,172

SECTION 3.

A true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, shall be filed with the City Secretary. A copy of the budget, including the cover page, shall be posted on the City's website, along with the record vote of each member of the City Council as required by law. In addition, the City Manager is hereby directed to file or cause to be filed a true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, in the office of the County Clerk of Tarrant County, Texas, as required by law.

SECTION 4.

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Haltom City, Texas (1998), as amended, except where the provisions of this ordinance

are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

SECTION 5.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 6.

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED ON FIRST READING THIS 21st DAY OF AUGUST 2023.

ATTEST:

Art Camacho, City Secretary

An Truong, Mayor

PASSED AND APPROVED ON SECOND READING THIS 28th DAY OF AUGUST 2023.

ATTEST:

Art Camacho, City Secretary

An Truong, Mayor

APPROVED AS TO FORM AND LEGALITY:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM

City Council Meeting: August 21, 2023

Department: Finance

Subject: FY2023-24 Tax Rate Ordinance
No. O-2023-014-03 – First Reading
and Adoption

BACKGROUND

In accordance with Chapter 26 of the Texas Tax Code, the City Council must hold one (1) public hearing on a proposed tax rate that exceeds the No-New-Revenue tax rate. Prior to Senate Bill 2, there were two public hearings required.

At the August 8th City Council Meeting, the City Council, established a proposed maximum tax rate of \$0.567283 per \$100 of taxable value. This is greater than the No-New-Revenue tax rate of \$.546074 and the same as the Voter-Approval tax rate of \$.567283 per \$100 of taxable value.

The tax rate of \$0.567283 consists of the proposed “maintenance and operations” (M&O) rate of \$0.371831 to provide funding for the operation needs and the “interest and sinking” (I&S) rate of \$0.195452 which is earmarked for payment of principal and interest on outstanding debt.

This is the first reading and adoption of the tax ordinance. The second reading of the ordinance will be held on August 28, 2023.

FISCAL IMPACT

For the proposed FY2023-24 budget, the Tarrant Appraisal District estimated net taxable value is \$3,663,528,267. Applying the proposed tax rate of \$0.567283 yields a levy of \$20,782,573. The portion of the levy estimated to be uncollectable is \$519,564. Of the remaining collections, \$13,281,580 (M&O Tax Rate \$0.371831) would be allocable to maintenance and operations and \$6,981,428 (I&S Tax Rate \$0.195452) will be used for principal and interest payments on outstanding debt. The uncollectable portion is subtracted from the total levy and the 2023-2024 Budget reflects a revenue amount of \$20,263,009 plus \$301,109 in expected delinquent collections.

RECOMMENDATION

Staff recommends that the City Council conduct a record vote and approve Ordinance No. O-2023-014-03 to adopt the tax rate with the following motion:

I MOVE THAT THE PROPERTY TAX RATE BE INCREASED BY THE ADOPTION OF A TAX RATE OF \$0.567283, WHICH IS EFFECTIVELY A 3.88% PERCENT INCREASE IN THE TAX RATE REVENUE.

ATTACHMENTS

Ordinance No. O-2023-014-03

ORDINANCE NO. O-2023-014-03

AN ORDINANCE APPROVING THE APPRAISAL ROLL; SETTING THE TAX RATE; LEVYING AND ASSESSING GENERAL AND SPECIAL AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF HALTOM CITY, TEXAS; APPORTIONING THE LEVIES FOR SPECIFIC PURPOSES; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Manager of the City of Haltom City submitted a tax rate proposal to the City Council prior to the beginning of the fiscal year, and in said tax rate proposal set forth the estimated necessary tax rate required to provide adequate revenues for the general use and support of the Municipal Government of the City of Haltom City, Texas; and

WHEREAS, the City Council finds that all provisions pertaining to the adoption of an ad valorem tax rate have been complied with; and

WHEREAS, A Public Hearing on the tax rate were held by the City Council of the City of Haltom City on the 21st day of August 2023;

WHEREAS, after a full and final consideration, the City Council is of the opinion that the tax rate and ad valorem tax appraisal roll should be approved and adopted; and

WHEREAS, the taxes have been levied in accordance with the adopted fiscal year 2023-24 Budget as required by state law.

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

SECTION 1.

The ad valorem tax appraisal roll and No-New-Revenue tax rate information as presented by the tax assessor for the tax year 2023, be and is hereby in all things approved and adopted.

SECTION 2.

There is hereby levied and assessed and there shall be collected for the tax year 2022 for the general use and support of the Municipal Government of the City of Haltom City, Texas, a total ad valorem tax of fifty six seven two eight three cents (\$0.567283) on each One Hundred Dollars (\$100.00) of valuation of property - real and personal - within the corporate limits of the City of Haltom City, Texas, subject to taxation. The assessment ratio shall be One Hundred percent (100%).

SECTION 3.

The taxes collected shall be apportioned for the use as follows per \$100 Value:

- (a) To the Interest and Sinking Fund the sum of nineteen five four five two cents (\$0.195452) or an adequate amount necessary to fund all General Fund debt service for fiscal year 2023-24.

- (b) To the General Fund for general municipal purposes the sum of thirty-seven one eight three one cents (\$0.371831) for fiscal year 2023-24.

All monies collected are hereby apportioned and set apart for the specific purposes indicated and the funds where deposited shall be accounted for in such a manner as to readily show balances at any time.

SECTION 4.

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

SECTION 5.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 10.02 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-4.60.

SECTION 6.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 7.

Ad valorem taxes for the year are due and payable on October 1, 2023 and shall become delinquent after January 31, 2024. A delinquent tax shall incur all penalty and interest authorized by state law, Section 33.01 of the Property Tax Code. Personal Property Taxes that remain delinquent on the 60th day after February 1, 2024, incur an additional penalty of 20% of the amount of the taxes, penalty and interest due, such additional penalty to defray the additional cost of collection as authorized in Section 33.11 of the Property Tax Code. All other taxes that remain delinquent on and after July 1, 2023, incur an additional penalty of 20% of the amount of the taxes, penalty and interest due, such additional penalty to defray the cost of collection as authorized in Section 6.30 of the Property Tax Code. The City shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

SECTION 8.

Taxes are payable at the office of the Tarrant County Tax Collector.

SECTION 9.

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED ON FIRST READING THIS 21ST DAY OF AUGUST 2023.

PASSED AND APPROVED ON SECOND READING THIS 28TH DAY OF AUGUST 2023.

An Truong, Mayor

ATTEST:

Art Camacho, City Secretary

APPROVED AS TO FORM AND LEGALITY:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM

City Council Meeting: August 21, 2023

Department: Finance

Subject: Resolution No. R-2023-014-03
FY2023-2024 Fee Schedule Amending
Appendix C of the Code of
Ordinances

BACKGROUND

The various departments of the City are responsible for collecting a wide variety of fees for permits, services, fines, and other charges that are all part of the everyday operations of municipal government. Since 2003, the fees have been incorporated into a single ordinance.

The attached resolution replaces Appendix C of the code, which details the fees by department and discloses the existing and proposed rates for each type of service.

There have been changes to various Animal Services, lost materials and miscellaneous charges in the Library, Parks and Rec's gym use, and Sewer rates and Sewer Surcharges in the Utility Billing department. Haltom City's sewer rates reflect Fort Worth's increase of near 18% for sewer rates and 4% for surcharge.

FISCAL IMPACT

Sewer rates will increase 18% increase and 4% increase on the sewer surcharge fee. Other department fees are estimated to be minimal.

RECOMMENDATION

Staff recommends the City Council approve Resolution No. R-2023-014-03 to adopt the 2023-2024 fee schedule effective October 1, 2023.

ATTACHMENTS

Resolution No. R-2023-014-03
FY 2023-2024 Schedule of Fees (Appendix C of Code of Ordinance)

RESOLUTION NO. R-2023-014-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALTOM CITY, TEXAS, AMENDING THE FEE SCHEDULE OF APPENDIX C OF THE CODE OF ORDINANCES, CITY OF HALTOM CITY, TEXAS.

WHEREAS, Ordinance O-2005-041-03 (“the Ordinance”) governs the fees charged by the City for goods and services provided; and

WHEREAS, Section 2 of Ordinance O-2005-041-03 specifies that Exhibit “A” to the Ordinance may be amended by a resolution of the City Council.

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

SECTION I.

The schedule attached to this resolution, hereinafter known, as Exhibit “A” shall establish the fees to be charged for the City goods and services named in the attachment.

SECTION II.

Appendix C of the Code of Ordinances, City of Haltom City, Texas is hereby amended to read as shown in the attached and incorporated Exhibit “A” hereto.

SECTION III.

This resolution shall be effective for all services rendered and products sold effective October 1, 2023.

APPROVED this 21st day of August 2023.

An Truong
Mayor

Attest:

Art Camacho
City Secretary

FY2024 SCHEDULE OF FEES					
#	Description		FY2023 Rates	FY2024 Rates Proposed	FY2024 Rate Changes
A. ADMINISTRATIVE CHARGES					
Copies/Public Records					
1	Paper Copy - Standard Size 8 1/2 x 11 or 8 1/2 x 14 (One to Ten Pages) If two sides, counts as two copies.		\$0.10	\$0.10	
2	Paper Copy - Standard Size 8 1/2 x 11 or 8 1/2 x 14 (Eleven or More Pages) If two sides, counts as two copies - Per Page		\$0.10	\$0.10	
3	Paper Copy - Larger than 8 1/2 x 14 (If two sides, counts as two copies) - Per Page		\$0.50	\$0.50	
4	Computer Diskette-Per Diskette (when available)		\$1.00	\$1.00	
5	Computer CD - Per CD (when available)		\$1.00	\$1.00	
6	Audio Cassette		\$2.50	\$2.50	
7	VHS/DVD Duplication of Council Meeting/Open Record		\$2.50/\$3.00	\$2.50/\$3.00	
8	VHS/DVD Duplication of Program not Council Meeting/Open Record		\$8.00/\$15.00	\$8.00/\$15.00	
9	Personnel Charge For Research - Per Hour		\$15.00	\$15.00	
10	Certified Copy - Each Certification (Plus additional cost of document)		\$5.00	\$5.00	
Microfiche/Microfilm					
11	Paper Copy - Standard Size 8 1/2 x 11 or 8 1/2 x 14 - Per Page		\$0.10	\$0.10	
Notary Fees					
12	Acknowledgements, Certified Copies, Jurat's, Oaths and Affirmations, Proof of Acknowledgement - Per Document		\$6.00	\$6.00	
13	Protests - Per Document		\$5.00	\$5.00	
B. ANIMAL SERVICES					
Adoption/Surrender					
1	Adoption - Per Animal		\$45.00	\$65.00	\$65.00
	Spay/Neuter		\$60.00	\$0.00	\$0.00
	Rabies Shots		\$15.00	\$0.00	\$0.00
2	Surrender Fee All Species - Per Animal (must have rabies vaccine)		\$30.00	\$75.00	\$75.00
	Surrender Fee All Species - Bite Investigation		\$40.00	\$150.00	\$150.00
	Surrender Fee All Species - Unaltered, No Rabies		\$75.00	\$0.00	\$0.00
	Surrender Fee All Species - Altered, No Rabies		\$45.00	\$0.00	\$0.00
	Surrender Fee All Species - Unaltered, Rabies		\$65.00	\$0.00	\$0.00
	Surrender Fee All Species - Altered, Rabies		\$30.00	\$0.00	\$0.00
3	Deceased Animal Pickup - From Veterinarian - per animal		\$10.00	\$10.00	
4	Deceased Animal Pickup - From Citizen - Small Animal (Less than 30 pounds) - per animal		\$10.00	\$10.00	
5	Deceased Animal Pickup - From Citizen - Large Animal Over 30 pounds) - per animal		\$10.00	\$10.00	
Offense Fees					
6	Impoundment of Altered Animal - Per Animal	1st Offense	\$15.00	\$0.00	\$0.00
		2nd Offense	\$30.00	\$0.00	\$0.00
		After 2nd Offense	\$60.00	\$0.00	\$0.00
7	Impoundment of Unaltered Stray Animal - Per Animal	1st Offense	\$30.00	\$30.00	
		2nd Offense	\$60.00	\$60.00	
		After 2nd-Each Additional Offense	\$100.00	\$100.00	
8	Impoundment of Animal in Estrus - Per Animal		\$50.00	\$0.00	\$0.00
	Incremental increase in fee for each additional impoundment		\$10.00	\$0.00	\$0.00
	-Pet Registration subsequent to impoundment		\$10.00	\$0.00	\$0.00
9	Boarding Fee All Species - Per Day Per Animal (addition to impound fee)		\$10.00	\$10.00	
10	Quarantine All Species - Per Day Per Animal		\$30.00	\$30.00	
	Incremental increase in fee for each additional quarantine				
Trap Rental Fees					
11	Cat Trap (Refundable Fee)		\$60.00	\$60.00	
	Refundable deposit				
12	Dog Trap		\$100.00	\$0.00	\$0.00
	Refundable deposit				
13	City Animal Licensing Fee (Senior Citizens no charge)	altered	\$7.00	\$7.00	
	Required Minimum Age 4 months and older	un-altered	\$15.00	\$15.00	
		replace tag	\$5.00	\$5.00	
C. PERMIT FEES					
Building Permit Fees					
To obtain these fees in their entirety, refer to The Uniform Administrative Code, 1997 Edition, published by the International Conference of Building Officials. (Adopted as the official administrative code of Haltom City.) See Ordinance No. 0-98-055-18.					
1	a. Electrical Permit Fees				
	b. Elevator Permit Fees				
	c. Elevator Annual Certificates of Inspection Fees				
	d. Grading Plan Review Fees				
	e. Building Permit Fees - Commercial (Includes building, sign, commercial fence, commercial paving, and similar construction)				
		Valuation	Base Fee	Amount Over Base Fee	
		\$1 to \$500	\$23.50	\$0.00	
		\$501 to \$2,000	\$23.50	\$3.32 per \$100	
		\$2,001 to \$25,000	\$73.30	\$15.26 per \$1,000	
		\$25,001 to \$50,000	\$424.28	\$11.10 per \$1,000	
		\$50,001 to \$100,000	\$701.78	\$7.63 per \$1,000	
		\$100,001 to \$500,000	\$1,083.28	\$6.10 per \$1,000	
		\$500,001 to \$1,000,000	\$3,523.28	\$5.18 per \$1,000	
		Over \$1,000,000	\$6,118.46	\$3.98 per \$1,000	
	f. Building Permit Fees - Residential				
	Accessory Building		\$100.00	\$100.00	
	Addition		\$0.75/sf	\$0.75/sf	
	Carport		\$0.50/sf	\$0.50/sf	
	Flatwork		\$100.00	\$100.00	
	Foundation Repair		\$175.00	\$175.00	
	New Residential		\$0.75/sf	\$0.75/sf	
	Pool - in ground		\$500.00	\$500.00	
	Pool - above ground		\$100.00	\$100.00	
	Remodel		\$300.00	\$300.00	
	Roof		\$175.00	\$175.00	
	Siding		\$175.00	\$175.00	
	Solar System		\$300.00	\$300.00	
	Windows		\$175.00	\$175.00	
	Misc General Repair		\$100.00	\$100.00	
	g. Mechanical Permit Fees - Base Fee		\$27.50	\$27.50	
	h. Plumbing Permit Fees - Base Fee		\$27.50	\$27.50	
	i. Plan Review Fee		65% of Permit Fee	65% of Permit Fee	

FY2024 SCHEDULE OF FEES

#	Description	FY2023 Rates	FY2024 Rates Proposed	FY2024 Rate Changes
j.	Site Plan Review Fee	No Charge	No Charge	
Building Code Fees				
2	Certificate of Occupancy - Initial New Business Permit or any change in use or ownership	\$100.00	\$100.00	
3	General Contractor Registration - Initial	\$100.00	\$100.00	
4	General Contractor Registration - Annual Renewal	\$50.00	\$50.00	
5	Master Electrician License - Initial	\$100.00	\$100.00	
6	Master Electrician License - Annual Renewal	\$50.00	\$50.00	
7	Journeyman Electrician License - Initial	\$25.00	\$25.00	
8	Journeyman Electrician License - Annual Renewal	\$15.00	\$15.00	
9	Mechanical Contractor License - Initial	\$100.00	\$100.00	
10	Mechanical Contractor License - Annual Renewal	\$50.00	\$50.00	
11	Irrigation License - Initial	\$100.00	\$100.00	
12	Irrigation License - Annual Renewal	\$50.00	\$50.00	
13	A/C Contractor License - Initial	\$100.00	\$100.00	
14	A/C Contractor License - Annual Renewal	\$50.00	\$50.00	
15	Street Contractor License - Initial	\$100.00	\$100.00	
16	Street Contractor License - Annual Renewal	\$50.00	\$50.00	
Cemetery Fees				
17	Permit Fee For Erecting a Memorial	\$47.50	\$47.50	
18	Grave Inspection	\$65.00	\$65.00	
19	Saturday or Sunday Grave Inspection	\$120.00	\$120.00	
Public Works Fees (Related to Building Permits or Public Infrastructure Construction)				
20	Asphalt Street Cut	\$700.00	\$700.00	
21	Concrete Street Cut	\$2,000.00	\$2,000.00	
22	Street Bore (for water service between water main and water meter)	\$1,000.00	\$1,000.00	
23	Curb and Gutter - per Linear Foot	\$2.00	\$2.00	
24	Sidewalk Inspection - per linear foot	\$2.00	\$2.00	
25	Safe Pathways Fund (payment in lieu of sidewalk construction) - per linear foot	\$35.00	\$35.00	
26	Driveway Approach Permit	\$25.00	\$25.00	
27	Driveway Approach Subsequent Inspections - Per Inspection	\$10.00	\$10.00	
28	Abandoning/Vacating of Easement and/or Right of Way (If not part of plat)	\$100.00	\$100.00	
29	Public Infrastructure Plan Review and Construction Inspection	5.5% of the actual construction cost of the proposed infrastructure to be dedicated to the City of Haltom City.	5.5% of the actual construction cost of the proposed infrastructure to be dedicated to the City of Haltom City.	
30	Grading Permit Fee	see schedule below:	see schedule below:	
31	Public Infrastructure Construction Outside of Regular Work Hours	\$85 per hour (2 hour minimum)	\$85 per hour (2 hour minimum)	
32	Flood Plain Permit Residential	\$25.00	\$25.00	
33	Flood Plain Permit - Commercial	\$50.00	\$50.00	
34	Salvaged Fire Hydrant per unit	\$100.00	\$100.00	
35	Speed Humps Installed per each location	\$500.00	\$500.00	
36	Speed Humps Removed per each location	\$250.00	\$250.00	
Miscellaneous Permits and Fees				
37	Mobile Home Inspections - Per Month Per Trailer	\$2.00	\$2.00	
38	Grass Cutting Administrative Cost - Per Lot/Tract	\$250.00	\$250.00	
39	Grass Cutting Hourly Rate - Per Lot (in addition to administrative cost)	\$65.00	\$65.00	
40	Grass Cutting Hourly Rate - Per Tract (in addition to administrative cost)	\$80.00	\$80.00	
41	Contractor Fire Sprinkler Connection Tap Fee - Per Connection	\$100.00	\$100.00	
42	Residential Fence Permit (30" minimum height)	\$50.00	\$50.00	
43	Irrigation System Permit	\$140.00	\$140.00	
44	Demolition Permit	\$100.00	\$100.00	
45	Reinspection Fee	\$75.00	\$75.00	
46	Garage Sale Permit - Per Sale (Maximum of Four (4) Sales Per Calendar Year)	\$7.00	\$7.00	
47	Special Events Permits - Per Event	\$40.00	\$40.00	
D. CITY SECRETARY				
License and Permits				
1	Amusement Machine License - Four Machines or Less	\$100.00	\$100.00	
2	Amusement Machine License - Five Machines or More	\$300.00	\$300.00	
3	Occupation Tax Annual License -Per Amusement Machine	\$15.00	\$15.00	
4	Pool Hall - Annual License Per Table	\$15.00	\$15.00	
5	Solicitor's Permit - Annual Permit	\$100.00	\$100.00	
6	BQ - Wine and Beer Off Premise Permit	\$30.00	\$30.00	
7	BE - On Premise Beer Retailers	\$500 for the first year and \$375 for every year thereafter	\$500 for the first year and \$375 for every year thereafter	
8	BG - Wine and Beer Retailers On Premise	\$500 for the first year and \$375 for every year thereafter	\$500 for the first year and \$375 for every year thereafter	
9		\$375.00	\$375.00	
Documents				
10	Emergency Management Plan (Basic Only) - Paper Copy - Per Page	\$0.10	\$0.10	
		Plus	\$15.00	\$15.00
11	Emergency Management Plan (Annexes Only) - Paper Copy - Per Page	\$0.10	\$0.10	
		Plus	\$15.00	\$15.00
12	Emergency Management Plan (Basic Plan and/or Annexes) - CD (Computer Disk) - Per CD when available	\$5.00	\$5.00	
Faxing Fee - Open Records Requests				
13	Local Number - Per Page	\$1.00	\$1.00	
14	Long Distance Number U. S. Mail will be used on open records requests that have a long distance fax telephone number.			
E. ENGINEERING				
Gas Drilling and Production Fees				
1	Drilling Permit Fee	\$10,000.00	\$10,000.00	
2	Seismic Service Fee	\$500.00	\$500.00	

FY2024 SCHEDULE OF FEES					
#	Description		FY2023 Rates	FY2024 Rates Proposed	FY2024 Rate Changes
3	Pipeline Plan Review and Inspection Fee	5.5% of construction cost in ROW			
4	Blanket Permit Fee (per well head)		\$10,000.00	\$10,000.00	
5	Amended Permit Fee		\$1,000.00	\$1,000.00	
6	Operator Transfer Fee		\$1,000.00	\$1,000.00	
7	Annual Permit Fee		\$2,000.00	\$2,000.00	
8	Inspections		Actual Cost	Actual Cost	
9	Technical Advisor		Actual Cost	Actual Cost	
F. ENVIRONMENTAL SERVICES					
Permits and Inspections					
1	Liquid Waste Transport Fee - 1st Vehicle		\$200.00	\$200.00	
2	Liquid Waste Transport Fee - Each Additional Vehicle		\$170.00	\$170.00	
3	Trip Ticket Book Liquid Waste Transport - Per Book		\$20.00	\$20.00	
4	Backflow Tester Registration - For One Year		\$100.00	\$100.00	
5	Test Booklet - Per Booklet		\$20.00	\$20.00	
Public (not for single family residential) Swimming Pool, Spa & Interactive Water Feature Fees (Fees Paid Directly to Tarrant County)					
6	Plan Review and Opening Inspection		\$150.00	\$150.00	
7	Annual Permit		\$250.00	\$250.00	
8	Late Fee				
	From 1-30 days		10% of fee owed	10% of fee owed	
	From 31-60 days		20% of fee owed	20% of fee owed	
	From 61-90 days		30% of fee owed	30% of fee owed	
	The late fee increases 10% for each 30 day block until permit fee and late fee is paid.				
	Permits that are more than 90 days overdue will be void and required to reapply.				
9	Required Reinspection		\$75.00	\$75.00	
Industrial User Wastewater Discharge Permitting Fees					
<i>City of Fort Worth Pretreatment Contract fees which vary depending on compliance and changes to industrial facility (plus additional Haltom City)</i>					
10	Haltom City Significant Industrial User (Annual Fee)		\$500.00	\$500.00	
11	Administrative fee per compliance issue (see Haltom City's Enforcement Response Plan)		\$200.00	\$200.00	
Wastewater Sampling Fees					
12	Metals Composite Sampling Fee - Per Sample		\$255.00	\$255.00	
13	Oil/Grease and Cyanide Grab Sampling Fee - Per Sample		\$80.00	\$80.00	
14	Cyanide Grab Sampling Fee - Per Sample		\$50.00	\$50.00	
15	Total Toxic Organics Grab Sampling Fee - Per Sample		\$615.00	\$615.00	
16	Biochemical Oxygen Demand Sampling Fee - Per Sample		\$55.00	\$55.00	
17	Total Suspended Solids Sampling Fee - Per Sample		\$40.00	\$40.00	
Food Program Fees (Fees Paid Directly to Tarrant County)					
1	Food Store				
	≤ 5000 sq. ft		\$200.00	\$200.00	
	> 5000 sq. ft		\$300.00	\$300.00	
2	Food Service				
	≤ 500 sq. ft		\$100.00	\$100.00	
	> 500≤1500 sq. ft		\$150.00	\$150.00	
	>1500≤3000 sq. ft		\$200.00	\$200.00	
	>3000≤6000 sq. ft		\$250.00	\$250.00	
	>6000 sq. ft		\$300.00	\$300.00	
3	Child Care Food Service		\$150.00	\$150.00	
4	Catering Operation		\$250.00	\$250.00	
5	Food Court (per establishment)		\$200.00	\$200.00	
6	Adjunct Operation				
	Food Service (per independent operation)		\$150.00	\$150.00	
	Food Store ≤ 5000 sq. ft (per independent operation)		\$150.00	\$150.00	
	Food Store ≥ 5000 sq. ft (per independent operation)		\$200.00	\$200.00	
7	Commissary				
	No food prep		\$100.00	\$100.00	
	With food prep				
8	Mobile Units				
	Prepackaged food only		\$100.00	\$100.00	
	Open and/or food prep		\$200.00	\$200.00	
	Push Carts		\$200.00	\$200.00	
9	Plan Review				
	≤ 500 sq. ft		\$0.00	\$0.00	
	> 500 ≤ 3000 sq. ft		\$50.00	\$50.00	
	> 3000 sq. ft		\$100.00	\$100.00	
10	Late Fee				
	From 1-30 days		10% of fee owed	10% of fee owed	
	From 31-60 days		20% of fee owed	20% of fee owed	
	The late fee increases 10% for each 30 day block until permit fee and late fee is paid.				
	Permits that are more than 90 days overdue will be void and required to reapply.				
11	Reinspection Fee				
	Required reinspection		\$75.00	\$75.00	
G. FINANCE					
1	Bound Hardcopy of Budget		\$40.00	\$40.00	
2	Bound Hardcopy of Annual Audit		\$40.00	\$40.00	
3	Credit card convenience fee (per transaction)		\$2.50	\$2.50	
H. FIRE DEPARTMENT					
Fire Code Permit Fees					
1	Fire Code Permits - Per Permit (Maximum charge per facility \$165 regardless of number of permits at one location)		\$55.00	\$55.00	
	To obtain the entire list of tables with a description of each individual permit, refer to the 2012 2018 International Fire Code .				
2	Open Burning		\$300.00	\$300.00	
3	Temporary membrane structures, tents and canopies		\$175.00	\$175.00	
4	Automatic Fire Sprinkler Systems	1 to 19 heads	\$100.00	\$100.00	
		20 or more	\$125.00	\$125.00	

FY2024 SCHEDULE OF FEES					
#	Description		FY2023 Rates	FY2024 Rates Proposed	FY2024 Rate Changes
		plus per floor	\$50.00	\$50.00	
5	Stand-by/Fire Watch Personnel-Per Hour		\$45.00	\$45.00	
6	Fire Alarm Systems	2-5 initiating devices	\$100.00	\$100.00	
		6 or more initiating devices	\$125.00	\$125.00	
		plus per floor	\$45.00	\$45.00	
7	Standpipe Installation - New - Per Riser		\$100.00	\$100.00	
8	Standpipe Testing - Required every 5 years - Per Riser		\$50.00	\$50.00	
9	Pre-engineered Extinguishing System - New System		\$150.00	\$150.00	
10	Pre-engineered Extinguishing System - Existing System		\$100.00	\$100.00	
11	Multi-Family Safety Inspections (Per Dwelling Unit) - Annual Fee		\$14.00	\$14.00	
12	Fire Protection Contractor's Fee - Initial		No Charge	No Charge	
13	Fire Protection Contractor's Fee - Annual Renewal		No Charge	No Charge	
14	Fire Hydrant Flow Test - Per Test		\$75.00	\$75.00	
15	Plan Review - Per Plan		\$250.00	\$250.00	
16	Re-Inspection Fee (After 3rd visit if no compliance) - Per Occurrence Refer to <i>The Uniform Administrative Code, 1997 Edition</i> , published by the International Conference of Building Officials. (Adopted as the official administrative code of the City.) Ordinance No. 0-98-055-18				
17	Fireworks Display		\$300.00	\$300.00	
I. LIBRARY					
Fees					
1	Initial Library Card		No Charge	No Charge	
2	Replacement Card		\$ 2.00	\$ 2.00	
3	Overdue Material (including books, audio and video cassettes, DVDs etc.) - Cost Per Item, Per Day		No Charge	No Charge	
4	Interlibrary Loan Borrowing Fees		No Charge	No Charge	
5	Lost Material			Cost of Item	Cost of item
Fax, Copy and Print Fees - Patron Personal Documents					
7	Faxing Fee – Local and long distance (Continental US only) – send or receive – per page		\$1.00	\$1.00	
8	Black and white printing / copying (coin operated copiers or computer printers) - per page		\$0.10	\$0.10	
9	Color printing / copying (coin operated copiers or computer printers) - per page		\$0.50	\$0.50	
Miscellaneous Charges					
10	DVD/CD/CDBOOK Replacement Case		\$ 5.00	\$ 5.00	
	DVD/CD/CDBOOK Artwork		\$ 1.00	\$ 1.00	
	DVD/CD/CDBOOK Sleeve		\$ 0.20	\$ 0.20	
	Kit Replacement Case		\$ 20.00	\$ 20.00	\$ 20.00
	Plastic Book Jacket Replacement		\$ 1.00	\$ 1.00	
	Plastic Bag Replacement		\$ 2.00	\$ 2.00	
	Mobile Hot Spot Device replacement		\$ 100.00	\$ 100.00	
	Tablet Device Replacement		\$ 100.00	\$ 100.00	\$ 100.00
	Chromebook Replacement		\$ 328.00	\$ 328.00	\$ 328.00
	USB Type-C Charging Cable & AC Adapter		\$ 24.00	\$ 24.00	
	Carrying Case		\$ 10.00	\$ 10.00	
	Missing Part		Cost of item	Cost of item	
11	Flash Drive		\$6.50	\$6.50	
12	Earbuds		\$2.00	\$2.00	
Meeting Room Deposit					
13	Reservation /Cleaning Deposit - Refundable		\$50.00	\$50.00	
Meeting Room Usage Charges					
14	1/2 Room w/o Kitchenette - resident per hour (2-hour minimum)		\$15.00	\$15.00	
15	1/2 Room w/o Kitchenette - nonresident per hour (2-hour minimum)		\$25.00	\$25.00	
16	1/2 Room w/ Kitchenette - resident per hour (2 hour minimum)		\$20.00	\$20.00	
17	1/2 Room w/ Kitchenette - nonresident per hour (2 hour minimum)		\$30.00	\$30.00	
18	Full Room - resident per hour (2 hour minimum)		\$30.00	\$30.00	
19	Full Room - nonresident per hour (2 hour minimum)		\$50.00	\$50.00	
20	Business Rates per hours (minimum 2 hours)		above rates X 2	above rates X 2	
21	Board room (deposit applies)		No Charge	No Charge	
J. PARKS AND RECREATION					
Gym Use					
1	Basketball Gym and Game Room Pass for Residents Recreation- Membership - Haltom City Resident or Business Owner- Annual Renewal		\$5.00	\$5.00	
2	Daily One-Day Basketball Gym and Game Room Pass-Use for Non-Resident Per Visit		\$5.00	\$5.00	
3	Basketball Gym and Game Room Pass Use-for Non-Resident (unlimited visits) 1 Year Membership - Annual Renewal		\$50.00	\$50.00	
4	Replacement Card		\$5.00	\$5.00	
Gym Rental					
5	Youth Gym Rental Resident - Per Hour		\$50.00	\$50.00	
6	Adult Gym Rental Resident - Per Hour		\$75.00	\$75.00	
7	Gym Cleaning Deposit (not necessary for practices only)		\$100.00	\$100.00	
8	Tournament Fee- Full Day (9am to 5pm)		\$250.00	\$250.00	
Park and Ball Field Rental					
9	Ball Field Rental Without Lights - Per hour (2-Hour Minimum)		\$20.00	\$20.00	
10	Ball Field Rental With Lights - Per hour (2-Hour Minimum)		\$25.00	\$25.00	
11	Tournament Fee (With Lights) - Full Day (8:00 am - 11:00 pm)		\$150.00 / Field	\$150.00 / Field	
12	Light Key Deposit - Refundable (Cash Only)		\$30.00	\$40.00	\$40.00
Park Facility Fees and Deposits					
13	Shelter Reservations - Per Hour (2-Hour Minimum)		\$10.00	\$20.00	\$20.00

FY2024 SCHEDULE OF FEES					
#	Description		FY2023 Rates	FY2024 Rates Proposed	FY2024 Rate Changes
14	Tennis Courts		No Charge	No Charge	
15	Restroom Key Deposit - Refundable (Cash Only)		\$30.00	\$40.00	\$40.00
Disc Golf Course Rentals **					
	Mini-Tournament		\$25.00	\$25.00	
	Fundraiser/Non-profit		\$25.00	\$25.00	
	Sanctioned Tournament		\$50.00	\$50.00	
	Port-a-potty (each)		\$100.00	\$100.00	
**Does not designate "exclusive" use of course - funds will go into Park Donation fund for course improvements					
Recreation Center Room Rental					
16	Single Room Resident - Per Hour		\$30.00	\$30.00	
17	Single Room Cleaning Deposit - Refundable		\$50.00	\$50.00	
18	Multi-Purpose Room Resident - Per Hour		\$50.00	\$50.00	
19	Multi-Purpose Room Cleaning Deposit - Refundable		\$75.00	\$75.00	
20	Room Rental for Non-profit groups		No Charge	No Charge	
21	Staffing fee per hour (after hours rental)		\$25.00	\$25.00	
K. PLANNING AND COMMUNITY DEVELOPMENT					
Application and Variance Fees					
1	Application for Platting - Commercial (Non-Refundable)		\$300.00	\$300.00	
2	Application For Platting - Residential (Non-Refundable)		\$300.00	\$300.00	
3	Application For Variance - Zoning Board of Adjustment		\$300.00	\$300.00	
4	Council Variance (Non-Refundable)		\$300.00	\$300.00	
5	Application For Conditional Use Permit (Non-Refundable)		\$300.00	\$300.00	
6	Application For Rezoning (Non-Refundable)		\$300.00	\$300.00	
7	Application For Special Exception - Zoning Board of Adjustment		\$300.00	\$300.00	
8	Application for Variance - Sign Board of Appeals		\$300.00	\$300.00	
9	Application for Variance - Masonry Ordinance		\$300.00	\$300.00	
Miscellaneous Fees					
10	Comprehensive Land Use Plan - Available at www.haltomcitytx.com		No Charge	No Charge	
11	Zoning Ordinance - Available at www.haltomcitytx.com		No Charge	No Charge	
12	Subdivision Ordinance - Available at www.haltomcitytx.com		No Charge	No Charge	
13	Zoning Map - Available at www.haltomcitytx.com		No Charge	No Charge	
14	Sign Ordinance - Available at www.haltomcitytx.com		No Charge	No Charge	
15	Zoning Verification Letter		\$50.00	\$50.00	
Landscape Fees					
16	Payment into Parkland Dedication Fund in lieu of required tree		\$500.00	\$500.00	
	Payment into Parkland Dedication Fund in lieu of required shrub		\$250.00	\$250.00	
	Payment into Parkland Dedication Fund in lieu of required buffer area - per every 15 square feet		\$100.00	\$100.00	
17	Parkland Dedication Fee Per Dwelling Unit		\$250.00	\$250.00	
L. POLICE DEPARTMENT					
Miscellaneous Fees					
1	Incident Report		\$4.00	\$4.00	
2	Accident Report		\$6.00	\$6.00	
3	Alarm Permit - Residential - Annual Renewal		\$25.00	\$25.00	
4	Alarm Permit - Commercial - Annual Renewal		\$50.00	\$50.00	
5	False Alarm Response - Per Response After Five False Alarms in a 12 Month Period		\$50.00	\$50.00	
M. WATER AND SANITARY SEWER CONNECTION					
Water Meter/Box Set Only - NO TAP					
1a	5/8" X 3/4" Meter		\$400.00	\$400.00	
1b	Meter Interface Unit (Integrated Register with 6 Foot Antenna)		\$50.00	\$50.00	
2a	3/4" X 3/4" Meter		\$475.00	\$475.00	
2b	Meter Interface Unit (Integrated Register with 6 Foot Antenna)		\$65.00	\$65.00	
3a	1 inch Meter		\$500.00	\$500.00	
3b	Meter Interface Unit (Integrated Register with 6 Foot Antenna)		\$75.00	\$75.00	
4a	2 inch Non-Compound Meter		\$600.00	\$600.00	
4b	Meter Interface Unit (Integrated Register with 6 Foot Antenna and Strainer)		\$500.00	\$500.00	
5a	2 inch Compound Meter		\$1,200.00	\$1,200.00	
5b	Meter Interface Unit (Integrated Register with 20 Foot Antenna and Strainer)		\$800.00	\$800.00	
Water Meter/Box AND Tap					
6a	5/8" X 3/4" Meter		\$750.00	\$750.00	
6b	Meter Interface Unit (Integrated Register with 6 Foot Antenna)		\$50.00	\$50.00	
7a	3/4" X 3/4" Meter		\$850.00	\$850.00	
7b	Meter Interface Unit (Integrated Register with 6 Foot Antenna)		\$65.00	\$65.00	
8a	1 inch Meter		\$900.00	\$900.00	
8b	Meter Interface Unit (Integrated Register with 6 Foot Antenna)		\$75.00	\$75.00	
9a	2 inch Non-Compound Meter		\$1,800.00	\$1,800.00	
9b	Meter Interface Unit (Integrated Register with 6 Foot Antenna and Strainer)		\$500.00	\$500.00	
10a	2 inch Compound Meter		\$2,500.00	\$2,500.00	
10b	Meter Interface Unit (Integrated Register with 20 Foot Antenna and Strainer)		\$800.00	\$800.00	
11	4 inch Meter and Larger Tap Inspection Task performed by contractor under City supervision		\$100.00	\$100.00	
12	Relocate Meter - Per Meter		Actual Cost	Actual Cost	
13	Residential subdivision developer fee - Per residence		\$50.00	\$50.00	

FY2024 SCHEDULE OF FEES					
#	Description		FY2023 Rates	FY2024 Rates Proposed	FY2024 Rate Changes
Sanitary Sewer Connection Fees					
14	Sewer Tap Connection Inspection		\$100.00	\$100.00	
Miscellaneous Fees					
15	High Hazard Assemblies (Reduced Pressure Principle Assembly) Annual Registration		No Charge	No Charge	
16	Backflow Prevention Assembly Test - Per Assembly		No Charge	No Charge	
17	Backflow Prevention Assembly Re-Test - Per Assembly		No Charge	No Charge	
18	Bullhead Set		\$200.00	\$200.00	
N. WATER AND SEWER IMPACT FEES					
To obtain a schedule of these fees and the structure of the charges in their entirety, refer to Exhibit E, <i>Schedule for Collection of Water and Sewer Impact Fees for Haltom City and Fort Worth</i> . (Haltom City Impact Fee) Ordinance No. 2002-011-16					
		<u>Fort Worth after 4/1/19</u>	<u>FY2022</u>	<u>FY2022</u>	
1	3/4" Water Meter	\$2,637.00	\$1,166.54	\$1,166.54	
	Wastewater	\$1,566.00	\$2,115.33	\$2,115.33	
2	1" Water Meter	\$4,396.00	\$1,948.11	\$1,948.11	
	Wastewater	\$2,609.00	\$3,532.61	\$3,532.61	
3	2" Water Meter	\$14,066.00	\$6,217.64	\$6,217.64	
	Wastewater	\$8,350.00	\$11,074.74	\$11,074.74	
4	4" Water Meter	\$65,934.00	\$19,446.14	\$19,446.14	
	Wastewater	\$39,141.00	\$35,262.63	\$35,262.63	
5	6" Water Meter	\$140,660.00	\$38,880.63	\$38,880.63	
	Wastewater	\$83,500.00	\$70,504.11	\$70,504.11	
6	8" Water Meter	\$246,155.00	\$62,211.34	\$62,211.34	
	Wastewater	\$146,125.00	\$112,810.81	\$112,810.81	
7	10" Water Meter	\$369,233.00	\$89,438.27	\$89,438.27	
	Wastewater	\$219,187.00	\$162,182.72	\$162,182.72	
O. UTILITY BILLING					
Penalties					
1	Fire Hydrant Water Meter - No Reading Penalty		\$200.00	\$200.00	
2	Late Charge Penalty (to be levied one day after due date)		10%	10%	
Service Charges					
3	Currency and Coin Counting				
	Bills (\$1,\$5,\$10,\$20,\$100,etc.) per item when banded or bandable		\$0.009	\$0.009	
	Coin rolls (Per roll)		\$0.09	\$0.09	
	Bags of unrolled coins (Per Bag)		\$4.00	\$4.00	
4	Account Initiation Fee - Per Account		\$0.00	\$0.00	
	Account Transfer Fee - Per Transfer		\$20.00	\$20.00	
5	Turn on - Normal Hour		\$0.00	\$0.00	
	After Hours Turn On (5:00 pm to 8:00 am. Monday - Friday or weekends and holidays) - Per Turn On		\$25.00	\$25.00	
6	Jumper Removal - Per Jumper		\$150.00	\$150.00	
7	Meter Lock - Per Incident		\$30.00	\$30.00	
8	Meter Re-read (Customer request) There is no charge if error is discovered - Per Re-Read		\$15.00	\$15.00	
9	Meter Pull - Per Incident		\$75.00	\$75.00	
10	Meter Tampering/Cut Lock - Per Incident		\$150.00	\$150.00	
11	Meter Testing Fee (Residential) - Per Test		\$75.00	\$75.00	
12	Meter Testing Fee (Other) - Per Test		Actual replacement cost plus labor	Actual replacement cost plus labor	
	3/4" Meter		\$100.00	\$100.00	
	1" Meter		\$175.00	\$175.00	
	2" Meter		\$200.00	\$200.00	
	2" Compound Meter		\$100.00	\$100.00	
13	Returned Check/Bank Draft - Per Check/Bank Draft Return		\$35.00	\$35.00	
14	Second Trip Turn On - Per Trip		\$15.00	\$15.00	
15	Cutoff Fee - Per Cutoff		\$30.00	\$30.00	
16	Warning Fee (Door Hanger or in Person) - Per Warning or Door Hanger		\$30.00	\$30.00	
17	Newcomer's List - One to ten pages		No Charge	No Charge	
	Eleven pages or more - Per Page		\$0.10	\$0.10	
	(two sides count as two copies)				
Deposits					
18	Deposit - Exemptions				
	Deposits shall not be required for accounts of the Birdville Independent School District.				
19	Deposit - Waiver				
	If a business currently has an account at one existing location and the deposit has been refunded at the current account because the account has met all the requirements for a deposit refund, the business may open additional business locations within Haltom City without a deposit requirement on the additional business accounts. This includes irrigation accounts.				
20	Apartments (Commercial) - Standard Deposit (Refundable)				
	Cash deposit equal to 1/6th of the annual water bill based upon the immediate prior twelve (12) months of water usage. If prior twelve (12) months of history is not available then an average of 7,500 gallons per month, per dwelling unit will be used.				
21	Apartments (Commercial) - Letter of Credit (Refundable)				
	A properly executed irrevocable letter of credit for an initial one-year period of time in the form prescribed by the legal counsel of the City that is automatically renewable for additional one year periods. Said letter of credit shall be for an amount equal to the cash method described.				
22	Apartments (Commercial) - Credit Risk Deposit (Refundable)				
	Total deposit must equal the amount of double the current standard deposit amount.				
	<u>Commercial Dry Goods (Refundable) - Standard deposit. If based on an average of the highest 3 months during the previous 12 months of water usage - the average water consumption is 3000 gallons or less, the account will be classified as a "Commercial Dry Goods Account" and the current deposit amount in effect will apply. If the account exceeds 3000 gallons for any 3 consecutive months the account will be ineligible for Commercial Dry Goods Account status and will be reclassified to the classification appropriate in the circumstances and the new classification deposit will apply.</u>				
23			\$0.00	\$0.00	
24	Commercial Dry Goods - Credit Risk (Refundable)				
	Total deposit must equal the amount of double the current standard deposit amount.				
25	Commercial - Standard Deposit (Refundable) -		\$125.00	\$125.00	
	If based on an avg of the highest 3 months during the previous 12 months of water usage the average				

FY2024 SCHEDULE OF FEES					
#	Description		FY2023 Rates	FY2024 Rates Proposed	FY2024 Rate Changes
	is 3,100-10,000 gallons of water the account will be classified as a "Commercial Account" and the current deposit amount in effect will apply.				
	Note: A commercial account is described in part (see Ordinance 0-95-013-11) as a business(es) consuming less than 20,000 gallons of water per meter, based on an average of the highest 3 months in a twelve (12) month period for which consumption history is available.				
26	Commercial - Credit Risk (Refundable) Total deposit must equal the amount of double the current standard deposit amount.				
27	Commercial I- Standard Deposit (refundable) If based on an avg of the highest 3 months during the immediate prior 12 months of water usage - the average water consumption is 10,100-20,000 gallons of water, the account will be classified as a "Commercial I Account" and the current deposit amount in effect will apply.		\$260.00	\$260.00	
28	Commercial I - Credit Risk (Refundable) Note: A commercial account is described in part (see Ordinance 0-95-013-11) as a business(es) consuming less than 20,000 gallons of water per meter, based on an average of the highest 3 months in a 12 month period for which consumption history is available. Total deposit must equal the amount of double the current standard deposit amount.				
29	Industrial - Standard Deposit (Refundable) -		\$650.00	\$650.00	
30	If the water consumption of the highest 3 months during the previous 12 months is 20,001-60,000 gallons, the account will be classified as an "Industrial Account" and the current deposit amount in effect will apply. Industrial - Credit Risk (Refundable) Total deposit must equal the amount of double the current standard deposit amount.				
31	Industrial I - Standard Deposit (Refundable) If the water consumption of the highest 3 months during the previous 12 months is 60,001-100,000 gallons, the account will be classified as an "Industrial Account I" and the current deposit amount in effect will apply.		\$1,200.00	\$1,200.00	
32	Industrial I - Credit Risk (Refundable) Total deposit must equal the amount of double the current standard deposit amount.				
33	Industrial Plus - Standard Deposit (Refundable) - If the water consumption of the highest 3 months during the previous 12 months is over 100,000 gallons, the account will be classified as an "Industrial PlusI" and the current deposit amount in effect will apply.		greater of \$1,500 or 2 months average bill	greater of \$1,500 or 2 months average bill	
34	Industrial Plus - Credit Risk (Refundable) Total deposit must equal the amount of double the current standard deposit amount.				
35	Fire Hydrant Water Meter - Per Meter (Refundable)		\$2,100.00	\$2,100.00	
36	Residential - Standard Deposit (owner or renter) - Per Dwelling Unit (Refundable)	owner renter	\$75.00 \$150.00	\$75.00 \$150.00	
37	Residential - Credit Risk (owner or renter) - Per Dwelling Unit (Refundable)	after 1 force final 2+ force finals	standard deposit x 2 standard deposit x 3	standard deposit x 2 standard deposit x 3	
38	Inspection - 3 day deposit for customers to establish service long enough for inspection		\$25.00	\$25.00	
39	Sprinkler (Residential) - Standard Deposit (Owner or Renter) - Per Meter (Refundable)		\$60.00	\$60.00	
40	Sprinkler (Commercial) - Standard Deposit (Owner or Renter) - Per Meter (Refundable)		\$100.00	\$100.00	
41	Temporary (Two week maximum with curb only Trash Pickup) - Standard Deposit		\$50.00	\$50.00	
Sewer Rates					
42	Minimum Sewer Charge		\$15.00	\$17.70	\$17.70
43	Consumption Charge - Per 1,000 Gallons of Water Commercial (those paying Surcharge)		\$4.10	\$4.84	\$4.84
44	Consumption Charge - Residential/Commercial - Per 1,000 Gallons of Water		\$5.90	\$6.96	\$6.96
Sewer Surcharge Rates					
45	Biochemical Oxygen Demand (BOD) Rate per pound		\$0.52	\$0.5408	\$0.54
46	Total Suspended Solids (TSS) Rate per pound		\$0.33	\$0.3432	\$0.34
Water Rates - Minimum Charges					
47	Group A (100%) - Per Number of Units		n/a	n/a	
48	Group B (90%) - Per Number of Units		n/a	n/a	
49	Group A (25%) - Per Number of Units		n/a	n/a	
50	3/4" meter or less - Per Number of Units for Multi-Family		\$17.50	\$17.50	
51	1" meter		\$28.33	\$28.33	
52	1 1/2" meter		\$56.67	\$56.67	
53	2" meter		\$90.67	\$90.67	
54	3" meter		\$170.00	\$170.00	
55	4" meter		\$283.33	\$283.33	
56	6" meter		\$566.67	\$566.67	
57	8" meter		\$906.67	\$906.67	
58	10" meter		\$1,303.33	\$1,303.33	
59	12" meter		\$2,436.67	\$2,436.67	
60	City Meter - All Sizes		\$0.00	\$0.00	
Water Rates - Volumetric Charges (per 1,000 Gallons)					
Residential & Multi-family					
61	Consumption Charge 0-1,000		\$0.00	\$0.00	
62	Consumption Charge 1,001 - 4,000		\$6.00	\$6.00	
63	Consumption Charge 4,001 - 8,000		\$8.40	\$8.40	
64	Consumption Charge 8,001 - 15,000		\$10.25	\$10.25	
65	Consumption Charge 15,001 +		\$11.27	\$11.27	
Commercial					
66	Consumption Charge 0-1,000		\$8.40	\$8.40	
67	Consumption Charge 1,001 - 4,000		\$8.40	\$8.40	
68	Consumption Charge 4,001 - 8,000		\$9.00	\$9.00	
69	Consumption Charge 8,001 - 15,000		\$9.60	\$9.60	
70	Consumption Charge 15,001 +		\$10.20	\$10.20	
Industrial Heavy					
71	Consumption Charge 0-1,000		\$8.20	\$8.20	
72	Consumption Charge 1,001 - 4,000		\$8.20	\$8.20	
73	Consumption Charge 4,001 - 8,000		\$8.20	\$8.20	
74	Consumption Charge 8,001 - 15,000		\$8.20	\$8.20	
75	Consumption Charge 15,001 +		\$8.20	\$8.20	
Industrial Light & Hydrant					
76	Consumption Charge 0-1,000		\$8.40	\$8.40	
77	Consumption Charge 1,001 - 4,000		\$8.40	\$8.40	
78	Consumption Charge 4,001 - 8,000		\$8.40	\$8.40	
79	Consumption Charge 8,001 - 15,000		\$8.40	\$8.40	
80	Consumption Charge 15,001 +		\$8.40	\$8.40	
Sprinkler					
81	Consumption Charge 0-1,000		\$8.40	\$8.40	
82	Consumption Charge 1,001 - 4,000		\$8.40	\$8.40	
83	Consumption Charge 4,001 - 8,000		\$9.00	\$9.00	
84	Consumption Charge 8,001 - 15,000		\$10.25	\$10.25	
85	Consumption Charge 15,001 +		\$11.27	\$11.27	
Oil and Gas Well Drillers					
86	Consumption Charge All Volumes		\$16.23	\$16.23	
City Accounts					
87	Consumption Charge 0-1,000		\$0.00	\$0.00	
88	Consumption Charge 1,001 - 4,000		\$6.00	\$6.00	
89	Consumption Charge 4,001 - 8,000		\$6.00	\$6.00	
90	Consumption Charge 8,001 - 15,000		\$6.00	\$6.00	
91	Consumption Charge 15,001 +		\$6.00	\$6.00	
Stormwater / Drainage Rates					
92	Residential Charge - per customer account		\$6.81	\$6.81	
93	Commercial Charge - charge per square foot		\$0.00130	\$0.00130	

CITY COUNCIL MEMORANDUM

City Council Meeting: August 21, 2023
Department: Finance
Subject: Resolution No. R-2023-015-03
Investment Policy

BACKGROUND

Annual review of the City's investment policy is required to comply with the state statute, Public Funds Investment Act, Chapters 2256 & 2257 of the Texas Local Government Code. During the annual review, changes to the Investment Policy may be made to update the policy to meet the Public Funds Investment Act and to meet practical treasury operations.

There are minor changes recommended to the current investment policy. The first two are to allow Letter of Credit issued by a federal home loan bank as an alternative to Pledge Collateral to secure the City's monies in banks over the FDIC's limit and to decrease the required PFIA training from ten to eight hours to agree with current state requirement. Additionally, staff recommends increasing the maximum limits on investment pools of the City's total portfolio allowed to 80%, but only up to 50% in one pool, and require multiple signatures on all wires due to earning the highest interest in the current economic market.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends the City Council approve Resolution No. R-2023-015-03 - The Investment Policy.

ATTACHMENTS

Resolution No. R-2023-015-03 – Investment Policy

RESOLUTION NO. R-2023-015-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALTOM CITY, TEXAS, ADOPTING THE INVESTMENT POLICY.

WHEREAS, Section 2256.005 (a) of the Public Funds Investment Act (the "Act") directs the governing body of an investing entity to adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control;

WHEREAS, the Act requires the governing body of an investing entity to review and update said written policy on an annual basis.

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

SECTION I.

The City Council of Haltom City has reviewed the Investment Policy and investment strategies and hereby adopts the Investment Policy as attached to this resolution as Exhibit "A". This Investment Policy shall supersede the Investment Policy previously adopted by Resolution No. 2022-014-03

SECTION II.

This resolution shall be effective immediately upon adoption.

APPROVED this 21st day of August, 2023.

An Truong, Mayor

Attest:

Art Camacho, City Secretary

CITY COUNCIL MEMORANDUM

City Council Meeting: August 21, 2023

Department: Finance

Subject: Resolution No. R-2023-016-03
Authorized Signatories

BACKGROUND

Best practices in treasury management, as well as evolving bank requirements, recommend that the City Council annually appoint officials by resolution to execute financial transactions. Typically, the City Manager, Assistant City Manager, Director of Finance, and Controller are appointed as signatories. The resolution attached designates the City Manager, Assistant City Manager, Director of Finance, Assistant Director of Finance, and the Controller as the officials authorized to approve financial transactions such as checks, investments, fund transfers, and the release or exchange of pledged securities.

FISCAL IMPACT

The impact of not having this resolution is best measured in lost opportunity costs from Staff being unable to conduct transactions in the financial markets within the time constraints of the market.

RECOMMENDATION

Staff recommends approval of resolution R-2023-016-03 designating the authorized signatories for all City financial transactions.

ATTACHMENT

Resolution R-2023-016-03

RESOLUTION NO. R-2023-016-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HALTOM CITY, TEXAS, DESIGNATING THE AUTHORIZED SIGNATORIES FOR ALL CITY FINANCIAL TRANSACTIONS WITH THE AUTHORIZED DEPOSITORY BANK AND ANY OTHER INSTRUMENTS NECESSARY IN THE TRANSACTION OF THE CITY'S FINANCIAL AFFAIRS.

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

SECTION I.

That the City Council hereby designates the following individuals performing the duties of the following offices as authorized signatories for vouchers, checks, drafts, certificates of deposit, orders for the release or exchange of securities held as collateral for the City's funds on deposit with its depository banks and any other instruments necessary in transaction of the City's financial affairs: (a) City Manager, (b) Assistant City Manager (c) Director of Finance, (d) Assistant Director of Finance, (e) Controller (or person performing the duties thereof),

SECTION II.

This resolution shall be effective immediately upon adoption.

APPROVED this 21st day of August 2023.

An Truong, Mayor

ATTEST:

Art Camacho, City Secretary