



**City of New Fairview
City Council
Regular Meeting
999 Illinois Lane
Monday, October 16, 2023, at 7:00 pm**

WORK SESSION

1. Call to Order and Determination of Quorum
2. Adjournment

REGULAR SESSION

1. Call to Order and Determination of Quorum
2. Pledge to the Flags.
 - A. United States of America
 - B. Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.
3. **Announcements & Special Recognitions:** The agenda shall provide a time when proclamations, recognitions, general reports, and updates may be presented by the City Council.
4. **City Administrator's Report:** The City Administrator's Report may provide information on status of current city projects and other projects affecting the City, meetings and actions of the city's boards and commissions, upcoming local community events, including but not limited to departmental operations and capital improvement project status. No action will be taken with respect to this report.
5. **Public Comment:** The City Council invites persons with comments or observations related to city issues, projects, or policies to briefly address the City Council. Anyone wishing to speak should sign in with the City Secretary before the beginning of the City Council Meeting. In order to expedite the flow of business and to provide all citizens the opportunity to speak, there is a three-minute limitation on any person addressing the City Council. State law prohibits the City Council from discussing or taking action on any item not listed on the posted agenda.
6. **Consent Agenda:** All matters as Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. An item can be removed from the consent agenda by the City Administrator, Mayor, or any member of the City Council and will be considered after approval of the consent agenda.
 - A. Approve the City Council Meeting minutes for October 2, 2023.
 - B. Receive, consider, and act on a Resolution for the canceling of the November 20, 2023 Regular City Council Meeting.

7. **New Business:** All matters listed in New Business will be discussed and considered separately.
 - A. **Receive, consider, and act on an Ordinance amending the Transportation Impact Fees; defining development types and establishing the fees for each development type.**
 - B. **Hold a Public Hearing and act on an Ordinance adopting a revised Master Schedule of Fees for the City of New Fairview.**
 - C. **Receive, consider, and act on an Ordinance approving the disannexation of approximately 236.70 acres in the Smith County School Land Survey, Wise County, Texas.**
 - D. **Receive, consider, and act on a Resolution amending Resolution 202211-03-104 and the City Council Procedures and Decorum Policy to include prayer/invocation to City Council meetings.**
 - E. **Receive, consider, and act on appointing members to the Parks and Recreation Board and the Keep New Fairview Beautiful Committee**
8. **Executive Session:** Recess to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas Government Code; discuss personnel matters pursuant to §551.074, Texas Government Code; discuss IT network or critical infrastructure security pursuant to §551.089, Texas Government Code; and to consult with the City Attorney pursuant to §551.071, Texas Government Code. The Council may go into closed session at any time when permitted by Chapter 551, Texas Government Code or Chapter 418, Texas Tax Code. Before going into closed session, a quorum of the Council must be present, the meeting must be convened as an open meeting pursuant to proper notice, the presiding officer must announce that a closed session will be held and must identify the sections of Chapter 551 or 418, Texas Government Code authorizing the closed session.
 - A. §551.072, Tex. Gov't Code **(Real Property)**
 - B. §551.071 Tex. Gov't Code **(Legal Advice)**
Possible property acquisition that is east of South County Line, West of FM 407 and North of Dove Hollow Lane.
9. **Return to Open Session:** Discuss and take appropriate action, if any, resulting from the discussions conducted in Executive Session.
10. **Mayor & Council Member Announcements:** The City Council may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

11. Adjournment

I, the undersigned authority, do hereby certify the above notice of the meeting of the City Council of New Fairview, is a true and correct copy of the said notice that I posted on the official posting place at New Fairview City Hall, FM 407, New Fairview, Texas, a place of convenience and readily accessible to the general

public at all times, and on its website, said notice being posted this 13th day of October, 2023 at 5:00 PM at least 72 hours proceeding the meeting time.



Brooke Boller, City Secretary

SEAL:



This facility is wheelchair accessible; parking spaces are available. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary at City Hall 817-638-5366 or fax 817-638-5369 or by email at citysecretary@newfairview.org for further information.



**City of New Fairview
City Council
Regular Meeting Minutes
Monday, October 2, 2023**

**CITY COUNCIL
Mayor John Taylor
Mayor Pro Tem Steven King
Place 1 Councilman Harvey Lynn Burger
Place 3 Councilwoman Sarah Adams
Place 5 Councilman Richard Greene**

**City Staff
John Cabrales Jr, City Administrator
Brooke Boller, City Secretary
Roberta (Robin) Cross, City Attorney – Virtual**

**Absent
Place 2 Councilman Peter Kozlowski**

WORK SESSION

1. Call to Order and Determination of Quorum (**Work Session called to order by Mayor John Taylor at 7:00 pm; Roll Call with the above-mentioned names.**)
2. Receive a report and hold a discussion regarding an update on Fairview Meadows Development. **Council received a presentation from City Administrator and Landon Darwin a representative from Lackland Holdings and council informed city staff to move forward with the Fairview Meadows North development.**
3. Adjournment
**Motion: Councilman Richard Greene
Second: Councilwoman Sarah Adams
Vote: All in Favor
Result: Work Session was adjourned at 8:17pm**

REGULAR SESSION

1. Call to Order and Determination of Quorum (**Regular Session called to order by Mayor John Taylor at 7:02 pm; Roll Call with the above-mentioned names.**) (**Regular Session called to order by Mayor John Taylor at 8:22 pm; Roll Call with the above-mentioned names.**)
2. Pledge to the Flags.
 - A. United States of America
 - B. Texas Flag Honor the Texas Flag, I pledge allegiance to thee, Texas, one state under God, one and indivisible.

3. **Announcements & Special Recognitions:** The agenda shall provide a time when proclamations, recognitions, general reports, and updates may be presented by the City Council.

A. World Teacher Day Proclamation.

B. Tamara Taylor Proclamation.

Mayor Taylor presented a proclamation to representative from both Decatur ISD & Northwest ISD for World Teacher Day as well as a proclamation to Teacher Tamara Taylor for her achievements of being named the top Family and Consumer Sciences Teacher in the State of Texas by the Family and Consumer Sciences Teacher Association of Texas; and being named the Teacher of the year for Region 2. The council proclaims October 5 to be Tamara Taylor Day in New Fairview.

4. **City Administrator's Report:** The City Administrator's Report may provide information on status of current city projects and other projects affecting the City, meetings and actions of the city's boards and commissions, upcoming local community events, including but not limited to departmental operations and capital improvement project status. No action will be taken with respect to this report.

5. **Public Comment:** The City Council invites persons with comments or observations related to city issues, projects, or policies to briefly address the City Council. Anyone wishing to speak should sign in with the City Secretary before the beginning of the City Council Meeting. In order to expedite the flow of business and to provide all citizens the opportunity to speak, there is a three-minute limitation on any person addressing the City Council. State law prohibits the City Council from discussing or taking action on any item not listed on the posted agenda.

6. **Consent Agenda:** All matters as Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. An item can be removed from the consent agenda by the City Administrator, Mayor, or any member of the City Council and will be considered after approval of the consent agenda.

A. Approve the City Council Meeting minutes for September 18, 2023.

B. Approve the August 2023 Financials.

Motion: Mayor Pro Tem Steven King

Second: Councilwoman Sarah Adams

Vote: All in Favor

Result: Council approved the minutes for September 18, 2023 as well as the August 2023 financials.

7. **New Business:** All matters listed in New Business will be discussed and considered separately.

A. Receive, consider, and act on a Resolution authorizing the City Administrator to enter into a contract with iChoosr for the purpose of providing the New Fairview residents with opt-in solar panel/battery purchasing programs to help save citizens time and money on their electricity-related purchase.

Motion: Mayor Pro Tem Steven King

Second: Councilwoman Sarah Adams

Vote: All in Favor

Result: Council approved a Resolution authorizing the City Administrator to enter into a contract with iChooser for the purpose of providing the New Fairview residents with opt-in solar panel/battery purchasing programs to help save citizens time and money on their electricity-related purchase.

B. Receive, consider, and act on a Resolution updating the Transportation Impact Fees; defining development types and establishing the fees for each development type.

Result: Tabled

C. Receive, consider, and act on an Ordinance adopting a revised Master Schedule of Fees for the City of New Fairview.

Result: Tabled

D. Receive, consider, and act on a Resolution nominating individual(s) to the Wise County Appraisal District Board of Directors.

Motion: Mayor Pro Tem Steven King

Second: Councilwoman Sarah Adams

Vote: All in Favor

Result: Council approved a Resolution nominating Clayton Brazelton to the Wise County Appraisal District Board of Directors.

8. Executive Session: Recess to Executive Session to discuss matters relating to real property pursuant to §551.072, Texas Government Code; deliberation of economic development negotiations pursuant to §551.087, Texas Government Code; discuss personnel matters pursuant to §551.074, Texas Government Code; discuss IT network or critical infrastructure security pursuant to §551.089, Texas Government Code; and to consult with the City Attorney pursuant to §551.071, Texas Government Code. The Council may go into closed session at any time when permitted by Chapter 551, Texas Government Code or Chapter 418, Texas Tax Code. Before going into closed session, a quorum of the Council must be present, the meeting must be convened as an open meeting pursuant to proper notice, the presiding officer must announce that a closed session will be held and must identify the sections of Chapter 551 or 418, Texas Government Code authorizing the closed session.

A. Hold a discussion regarding possible property acquisition that is east of South County Line, West of FM 407 and North of Dove Hollow Lane.

Result: Tabled

9. Return to Open Session: Discuss and take appropriate action, if any, resulting from the discussions conducted in Executive Session.

10. Mayor & Council Member Announcements: The City Council may hear or make reports of community interest provided no action is taken or discussed. Community interest items may include information regarding upcoming schedules of events, honorary recognitions, and announcements involving imminent public health and safety threats to the city. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

11. Adjournment

Motion: Councilwoman Sarah Adams

Second: Mayor Pro Tem Steven King

Vote: All in Favor

Result: Work Session was adjourned at 9:29pm.

MINUTES APPROVED ON THIS, THE 16TH DAY OF OCTOBER 2023

John Taylor, Mayor

Brooke Boller, City Secretary



CITY COUNCIL AGENDA MEMO

Prepared By: Brooke Boller, City Secretary

October 16, 2023

Canceling City Council Meeting

DESCRIPTION:

Receive, consider, and act on a Resolution for the canceling of the November 20, 2023 Regular City Council Meeting.

BACKGROUND INFORMATION:

As provided by the City's Procedures and Decorum Policy, the City of New Fairview regular City Council meetings are held on the first and third Mondays of each month, at such times as may be set by the City Council, unless the meeting is rescheduled or canceled. All regular meetings of the City Council will be held in New Fairview Town Hall at 999 Illinois Lane, New Fairview, Texas, or at such other locations as the City Council may, by motion, resolution, or ordinance, designate.

The City Council desires to cancel the City Council meeting of Monday, November 20 at 7:00 p.m., in observance of the Thanksgiving Holiday. The City Council finds that it would be in the public interest to cancel the meeting to allow council members and staff the ability to spend time with family and friends during the holidays.

FINANCIAL CONSIDERATION:

None

RECOMMENDED MOTION:

I move to **Approve/Deny** a Resolution for the canceling of the November 20, 2023 Regular City Council Meeting.

ATTACHMENT(S):

1. Resolution 202310-05-104

RESOLUTION NO. 202310-05-104

A RESOLUTION OF THE CITY OF NEW FAIRVIEW, TEXAS, CANCELING THE CITY COUNCIL MEETING OF MONDAY, NOVEMBER 20, 2023; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of New Fairview, Texas (“City Council”) is regularly scheduled to meet on the first and third Mondays of each month at 7:00 p.m.; and

WHEREAS, the City Council finds that it would be in the public interest to cancel the November 20, 2023, Regular City Council meeting to allow council members and staff the ability to spend time with family and friends during the holidays.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NEW FAIRVIEW, TEXAS THAT:

SECTION 1. That the November 20, 2023, Regular City Council meeting at 7:00 p.m., is hereby canceled.

SECTION 2. This resolution shall take effect from and after its final date of passage.

The above and foregoing Resolution was passed and approved at a Regular Meeting of the City Council of the City of New Fairview, Texas, on the 16th day of October 2023.

JOHN TAYLOR, MAYOR

ATTEST:

Brooke Boller, City Secretary



AGENDA ITEM: 7A

CITY COUNCIL AGENDA MEMO

Prepared By: Ryley Paroulek, Senior Project Engineer, Pacheco Koch

October 16, 2023

Revisions to Transportation Impact Fees

DESCRIPTION:

Receive, consider, and act on an Ordinance updating the Transportation Impact Fees; defining development types and establishing the fees for each development type.

BACKGROUND INFORMATION:

In August 2021, Pacheco Koch concluded a roadway capital improvements plan and transportation impact fee study. The purpose of the study was to have a tool (impact fees) to help fund necessary public infrastructure improvements by new developments within the City of New Fairview. Cities across the country use impact fees to help municipal growth pay for its impact on public infrastructure, like roads. In an effort to have growth pay for growth, this Transportation Impact Fee is used for improvements and expansion of roads on the Capital Improvement Plan Map.

On September 13, 2021, the Council approved a Transportation Impact Fee, defined development types and established fees for each development type by Resolution 202108-01-178, and later codifying the same by Ordinance 202210-01-100 adopted 10/3/2022 and Ordinance 202303-02-108 adopted 3/20/2023, as New Fairview Appendix Art. A1000, Miscellaneous Fees, Section A1009, Transportation Impact Fees.

On July 17, 2023, the City entered into a Professional Services Agreement with the City's contract engineer, Pacheco Koch Consulting Engineers, LLC a wholly owned subsidiary of Westwood Professional Services Inc., to revise the CIP and the Transportation Impact Fee. The update is needed due to anticipated growth patterns for the city. Cities must follow the procedures and requirements specified in Subchapter C, Procedures for Adoption of Impact Fee, Chapter 395 of the Texas Local Government Code, to enact impact fee ordinances. The first phase of this process requires public hearings to secure approval of the land-use assumptions and comprehensive capital improvements plan. On July 17, 2023 the City Council passed a resolution calling for a notice to be published for the public hearing.

Below is the schedule that was followed for this process in order to comply with Chapter 395 of the Texas Local Government Code.

- August 21st – City Council to accept updated Capital Improvements Plan and MTP Map, call for update to Impact Fees.
- August 24th - Wise County Messenger posting of public notice for acceptance of updated Impact Fees.
- September 11th – Planning and Zoning to review updates to impact fees and land use assumptions. They have a five-day window to share comments. The City appointed the P&Z Commission to be the “Capital Advisory Committee” on the initial creation of the CIP Plan and Transportation Impact Fees. We need to make sure this committee is set up prior to having this meeting.
- October 2nd – City Council: action to accept updated impact fees.

Also, a Capital Advisory Committee must be appointed to review the CIP Plan and land use assumptions and make a recommendation to the City Council prior to the public hearing on the regions to the Transportation Impact Fee. When this was done initially by the City back in 2021, the City Council appointed the Planning and Zoning Commission to serve as the Capital Advisory Committee.

On August 21, 2023 Pacheco Koch held a Council discussion on the recommended revisions to the Capital Improvements Plan Map and Land Use Assumptions, which are needed to proceed with the update to the Transportation Impact Fees. At that meeting the City Council passed a Resolution to accept the updated New Fairview Capital Improvements Plan (CIP) Map and Land Use Assumptions and appointed the Planning and Zoning Commission as the Capital Advisory Committee to review the CIP Map and Land Use Assumptions.

On September 11, 2023 the Capital Advisory Committee held a discussion with Pacheco Koch on the updated New Fairview CIP Map and Land Use Assumptions. The Capital Advisory Committee did not have any recommended revisions.

On October 2, 2023, the City Council debated the matter and determined that it wanted additional provisions within the proposed Transportation Impact Fees to reflect proportionality for Basic and to limit such Impact Fees to small property owners. Pacheco Koch has made the requested revisions to the Transportation Impact Fees. This new impact fee schedule will be implemented by the city as a *NOT TO EXCEED* maximum amount that may be charged to developers by development type when they pull building permits for construction. The fees are based on the recently approved CIP Map and Land Use Assumptions.

Staff recommend approval of the Ordinance.

FINANCIAL CONSIDERATION:

Development Type	Maximum Accessible Fee	
Single Family	\$ 3,819.69	/Dwelling Unit
Multifamily	\$ 2,719.92	/Dwelling Unit
Retail	\$ 7,909.48	/1,000 SQFT
Basic (Small)	\$ 525.17	/1,000 SQFT
Basic (Large)	\$ 1,317.76	/1,000 SQFT
Service	\$ 3,297.48	/1,000 SQFT
Short-term Facility	\$ 500.00	/Parking Space
Long-term Facility	\$ 100.00	/Parking Space

The development types are as follows:

Single Family: will be collected by dwelling unit proposed by the developer. Only new single-family homes that require a replat of their property with the new construction of their home will be required to pay impact fees.

Multifamily: will be collected by dwelling unit proposed by the developer.

Basic (Small): will be collected by the buildings square footage, at a rate per 1,000 square feet. A Basic Development will be any Warehouses, Industrial, Manufacturing, and storage facility buildings, that have a total area of 200,000 SQFT or less.

Basic (Large): will be collected by the building's square footage, at a rate per 1,000 square feet. A Basic Development will be any Warehouses, Industrial, Manufacturing, and storage facility buildings, that have a total area of 200,000 SQFT or more.

Retail: will be collected by the building's square footage, at a rate per 1,000 square feet. A Retail development will be all commercial developments that sell goods such as fast food, grocery, strip centers, liquor stores, box stores, etc.

Service: will be collected by the building's square footage, at a rate per 1,000 square feet. A Service Development will be any developments in the service industry such as banks, doctor's offices, vets, daycares, etc.

Short Term Parking: When it is a short-term facility that will have much more traffic in and out that is typically rented out on a daily or weekly basis, a \$500/parking spot fee will be collected. This will help the city be able to collect transportation fees for these more unique developments.

Long Term Parking: When these developments come to the city for development and are to be a long-term facility such as an RV storage park that is typically rented out on a monthly basis, a \$100/parking

spot fee will be collected. This will help the city be able to collect transportation fees for these more unique developments.

RECOMMENDED MOTIONS:

I move to **Approve/Deny** an Ordinance updating the Transportation Impact Fees; defining development types and establishing the fees for each development type.

ATTACHMENT(S):

1. CIP and Impact Fee Study
2. Presentation
3. Ordinance 202310-03-102

**ROADWAY CAPITAL IMPROVEMENTS PLAN
AND IMPACT FEE STUDY**

FOR THE

CITY OF NEW FAIRVIEW

**999 Illinois Lane
New Fairview, Texas 76078
Phone (817) 638-5366
Fax (817) 638-5369**



OCTOBER 2023

Westwood

TX REG. ENGINEERING FIRM F-41756
TX REG. SURVEYING FIRM LS-10074301
4060 Bryant Irvin Road, Fort Worth, Texas 76109
(817) 412-7155 www.westwoodps.com
WW PROJECT NO. R0045103



Ryley C. Paroulek
10/16/2023

I. **Project Description and Summary**

The City of New Fairview requested that Westwood Professional Services, INC. (Westwood) help with updating the City of New Fairview's Roadway Capital Improvements Plan and Land Use Assumptions. The Roadway Capital Improvements Plan, CIP, update is based on New Fairview's future roadway system needs along with the population projections¹ and future Land Use Assumptions. The Roadway CIP includes anticipated roadway needs for the City of New Fairview for the next ten (10) years (~2033). This Roadway CIP has divided the identified Roadway improvements into two (2) categories or priorities. The priorities are labeled in numerical order with one being the most immediate needs within a five (5) year window, and two being later needs within a ten (10) year window. Shall growth happen quicker along roadways that are categorized as priority 2, these can move up on the improvement plan list as needed. These priorities are fluid with how the city grows and needs them over the next ten (10) years.

The Roadway CIP is being done in order to update the impact fees for the City of New Fairview. The first step in updating the impact fees is updating and revising the Roadway CIP along with the Land Use Assumptions.

The proposed roadway widths are based on the cities Technical Construction Standards (TCS) and sized to carry the capacity for the ten-year growth projections. Minor arterial roadways will consist of a 4-lane undivided 65' back-to-back concrete curb and gutter corridor section. The collector roadways will be 2-lane undivided 41' back-to-back concrete curb and gutter roadways.

This Roadway CIP provides a prioritized list of improvements, opinions of probable construction cost for the proposed Roadway improvements, and a map exhibit for the proposed roadway system improvements. The exact timing of construction needs within New Fairview over the next ten-year period is indeterminate, and this plan shall be revisited and updated as the city sees fit. Chapter 395 states a political subdivision shall go no longer than 5-years without updating their Land Use Assumptions and CIP. [CHAPTER 395: SEC. 395.052]

With these updates to the cities Land Use Assumptions and Capital Improvement Plans, the City of New Fairview will be able to update their Impact Fee Schedule

¹ Growth projections are based upon anticipated developments within the city limits of New Fairview. Developers constantly reach out to city staff about city design standards and zoning for potential new developments in the city.

per Chapter 395. This Impact Fee Schedule will be a tool used by the city when discussing future developments with developers, that fall within the city limits.

II. Land Use Assumptions

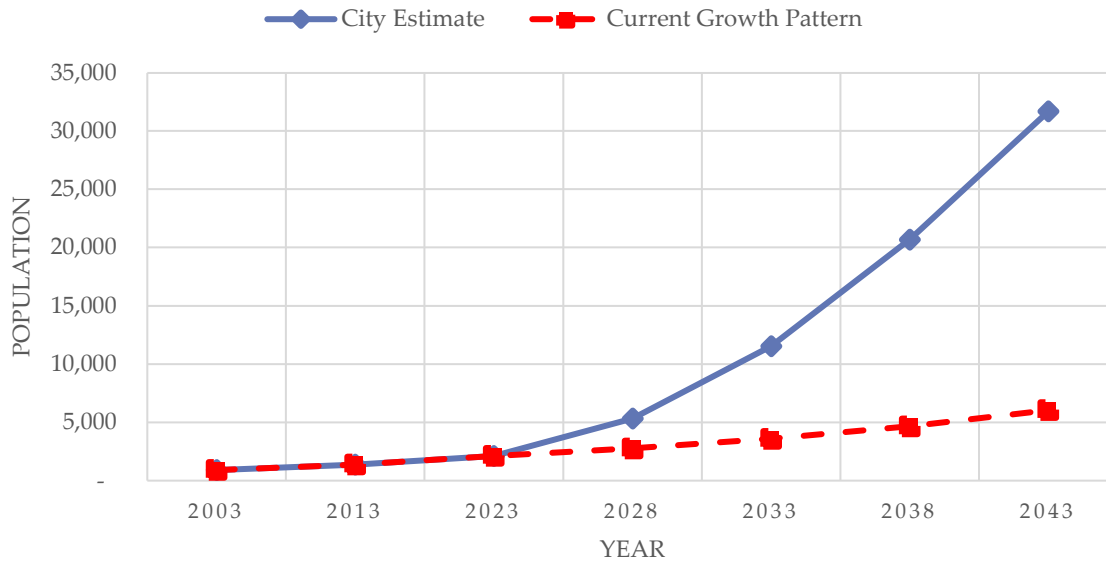
As previously mentioned in the project description, land use assumptions must be established in order to determine roadway demand, roadway sizes, population density and areas of growth. Dunaway & Associates has been periodically updating the Future Land Use map as developers come to the city with a concept plan for a future development. The assumptions made about the land use is with the most recent information that the city has of future developments. A copy of the Future Land Use Assumptions is attached in the appendix.

Population growth is an important factor to be considered with the land use assumptions. If there is no vacant or empty land and population growth is seen, then one can assume there will be redevelopment or denser population growth within existing areas. Conversely, if there are more empty areas in which to grow, one can assume that development will occur within these areas eventually. Thus, it is important to make sure that the land use assumptions along with the CIP take into account the population projections.

The table on the following page summarizes the historical and future population projections. The City of New Fairview had a population of 1,370 in the 2013 population estimate, and grew to 2,119 with the newest population numbers from NCTCOG.

The city has been in discussions with various developers and discussed future growth plans in the area. It has been forecasted that in the next 10-years upwards of 3,300 new homes could be built within the city limits. This doesn't take into account areas that are located within the cities ETJ that could eventually be annexed into city limits, adding to New Fairview's growth that isn't being modeled currently. The project population by the city was put together based off this information using an average number of persons per home (2.86), found from the Census Quickfacts for Wise County website. Potential for an additional 9,400 new residents within the city.

CITY OF NEW FAIRVIEW PROJECTED POPULATION GROWTH



	Year	2003	2013	2023	2028	2033	2038	2043
Projected Population	City Estimate	905	1,370	2,119	5,322	11,540	20,692	31,703
	Current Growth Pattern	905	1,370	2,119	2,755	3,582	4,657	6,054

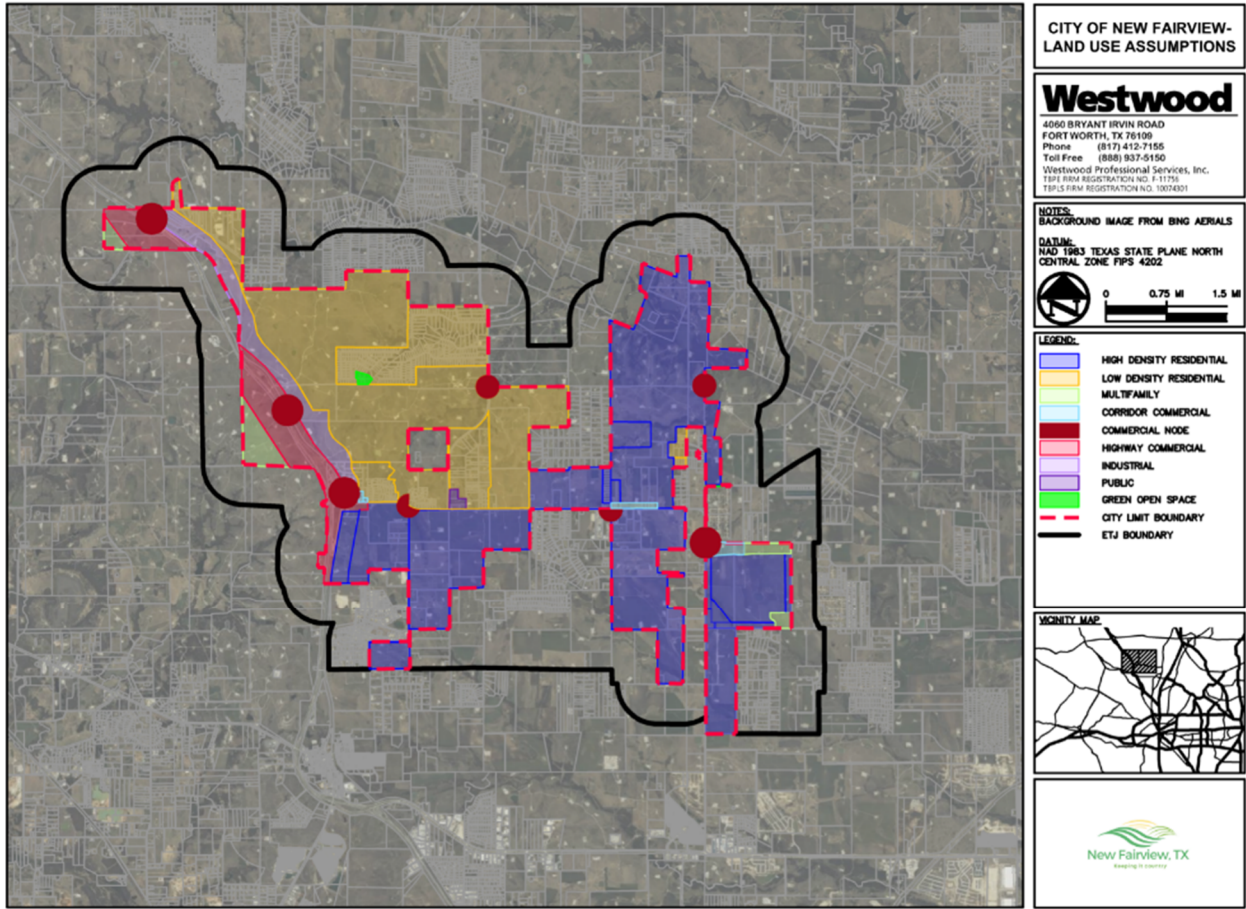
These population projection graph and chart help show the potential growth in new Fairview over the next 5, 10, 15 and 20 years. With the knowledge of future developers sharing concept plans with the city, the city was able to come up with a realistic growth pattern based off new developments being built in the city limits. This is shown against a current average growth rate that took place in New Fairview over the previous 20-years. It is easy to see that there is the potential for tons of growth in the coming years, and it is up to New Fairview to set themselves up for success to grow with these projected patterns.

III. Land Use Assumptions

With help of the cities contract Land Planner, Dunaway & Associates, we were able to create a Land Use Assumptions Map to anticipate not only where growth will be located within the city but also what type of growth. New Fairview is unique in the fact that it has a very large land area, 18.9 square miles within city limits, in which much of the land has not been developed and has many large parcels of land that are still intact. Even more land is in the cities ETJ of 41.0 square miles. With this amount of open land that has not yet been developed there is an abundant amount of space for developers to come in and begin building subdivisions.

The city is already reviewing construction plans for Settlers Glen and Paloma Ranch development in city limits, and Fairview Meadows that is located in the cities Southwest ETJ. Constellation Lakes and Shoop Ranch have created development agreements with the city, and are eager to begin construction in the next few years.

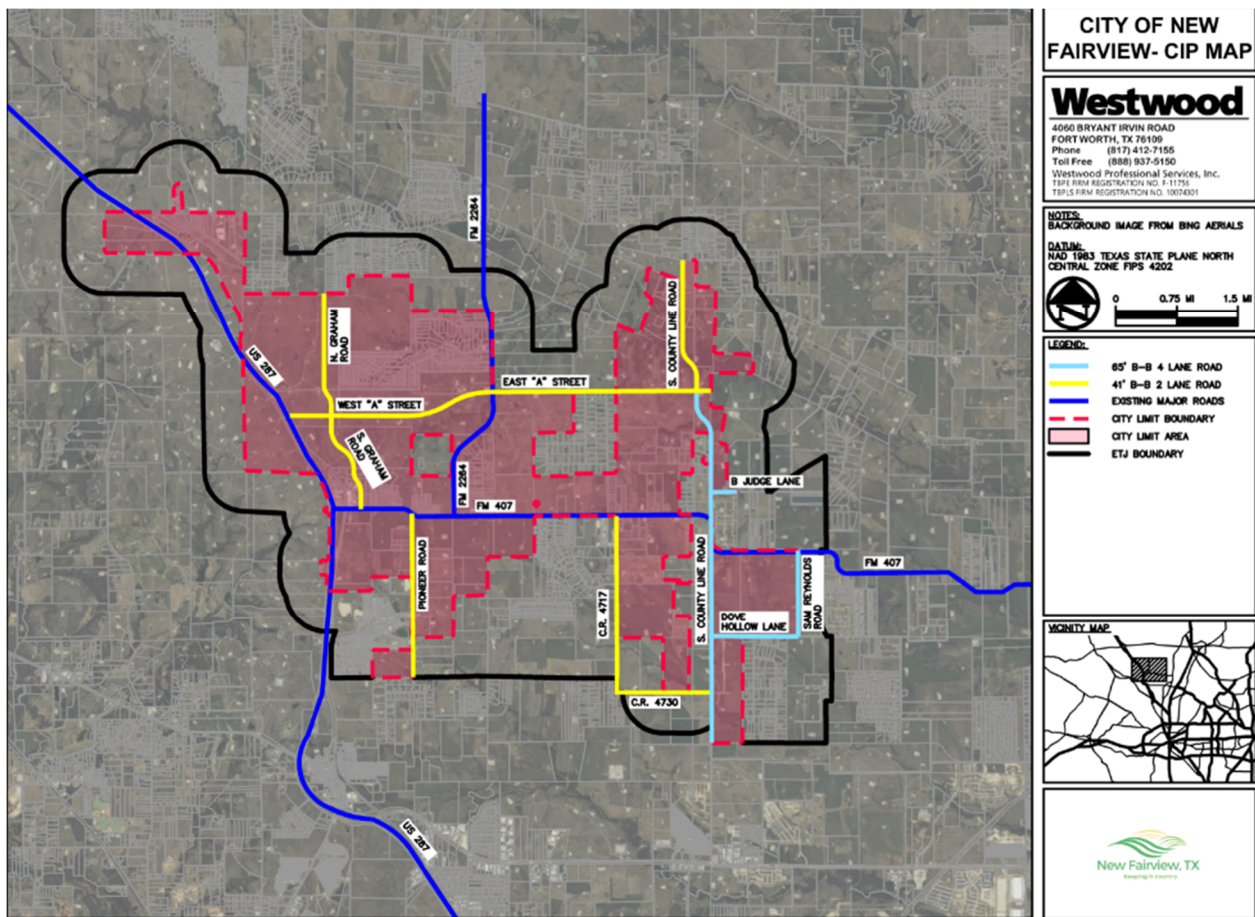
With these planned developments popping up inside the city limits, it isn't long until grocery stores and restaurants will follow. By already seeing where the subdivisions are starting to fall in line, we can make assumptions about where other types of development will begin to build in the city. Based off current zoning, a land assumptions were put together in the map shown on the next page. Having this map will help the city determine where larger portions of traffic could begin popping up in the next 10-years, which can help determine where new roads need to be built or expanded.



Land Use Assumptions Map

IV. Roadway Capital Improvement Plan

Now that the city has an idea of where they will see growth and what type they should expect, New Fairview needs a plan on how they will be able to handle the new increase in traffic across the city. First order is to create a Roadway Capital Improvement Plan. With help of city staff, Westwood has put together a CIP Map that includes proposed roadways inside city limits to help with the large, anticipated growth over the future 10-years. This map will show existing roadways that need to be reconstructed, existing roadways that need to be widened, and new roadways that would be added to handle population increase. 12 different street sections were identified as needing construction in the next 10-years. Below is a map showing roadway project locations, as well as a table separating anticipated priority of roadway projects into a 0-5 year and 5-10 year group. Priority of roads are fluid with how the city ends up growing in the next 10 years, and can change or be adjusted at any time.



NEW FAIRVIEW CIP ROADS					
PRIORITY 1 (0-5 YEARS)			PRIORITY 2 (5-10 YEARS)		
ROADWAY	LENGTH (FT)	LANES	ROADWAY	LENGTH (FT)	LANES
PIONEER ROAD	10,650	2	CR 4717	11,460	2
S. COUNTY LINE ROAD	23,090	4	CR 4730	6,165	2
DOVE HOLLOW	5,620	4	S. COUNTY LINE ROAD	8,785	2
SAM REYNOLDS	5,620	4	NORTH GRAHAM ROAD	8,080	2
B JUDGE LANE	1,730	4	WEST "A" STREET	13,480	2
SOUTH GRAHAM ROAD	6,675	2	EAST "A" STREET	14,160	2

V. Opinion of Probable Construction Cost (OPCC)

With a plan in place on where new roads will need to be built, the city now needs to look into the funding of this construction. Westwood was able to put together an OPCC based on each of the proposed roads shown in the CIP Map.

The estimated construction cost is based on estimated quantities of construction material needed for each roadway improvement based on how many lanes of traffic will be constructed. Estimated unit prices for each material were taken from TxDOT's website that has previously bid projects, and average cost of different materials. With this being an early rough estimate, a 25% contingency is added to the end of each roadway project. This contingency covers any missed items in this estimate that will later come up during design and construction. Engineering and Surveying will need to be done, and their combined estimated cost of 15% is added on as well, to come up with a final estimated total construction cost for all 12 roadways that are included on the CIP. These OPCC's can be found at the end of the document in the Appendix.

VI. Impact Fee Study

Creating transportation impact fees gives the city a tool to help fund roadway projects to keep up with growth in the area. When developers come to the City of New Fairview to discuss their development, city staff is able to share their impact fee table to make developers aware of what they could be charged for their project. Cities and Towns across the country use impact fees to help with projects needed to update their public infrastructure to keep up with growth. These can include but are not limited to: Police and Fire Facilities, Water Systems, Wastewater Systems, Roadway and Drainage Systems. This Impact Fee Study focuses on the need to implement fees charged to developers to help fund future roadway projects. This study will identify the impact fee per equivalent service unit necessary to fund future roadway projects that are listed on the previously mentioned Capital Improvement Map. In accordance with Chapter 395 of the Texas Local Government Code, these equivalent service unit's will be based off the projected vehicular demand that a certain development could bring to the city.

Coming up with impact fees for each type of new development that comes into New Fairview will allow city staff to share what the maximum allowable amount that can be collected. The final impact fee to be implemented on developers is to be decided by the city, as long as it does not exceed the maximum allowed amount. This study analyzed the anticipated growth and capacity of current roads within the city limits over the next 10 years. Land use assumptions and the CIP Map must be revisited and adjusted every 5 years, although the city has the option to update more frequently as needed.

Land use assumptions have already been presented and adopted by the Council, and will serve in helping to determine anticipated future traffic volumes across the city. Based on how future traffic demands are assumed within the city for the next 10 years a capital improvement plan was able to be constructed to make sure the cities roads had appropriate capacity for new traffic. Estimated construction costs will be put together for all the roads planned to be constructed on the capital improvement plan. This total price of construction will be shared at a maximum amount of a 50/50 split between the city and developers. With the total price determined, looking at the projected traffic totals will allow the city to determine how much can be collected within the different development types.

City staff has come up with 5 different development types. Single Family, Multifamily, Basic, Retail and Service. Single Family and Multifamily will be collected by dwelling unit proposed by the developer. Only new single-family homes that require a replat of their property with the new construction of their home will be required to pay impact fees. Retail, Basic, and Service will be collected by the buildings square footage, at a rate per 1,000 square feet.

- Retail Development- All commercial developments that sell goods such as fast food, grocery, strip centers, liquor stores, box stores, etc.
- Basic Development (Small)- Any Warehouses, Industrial, Manufacturing, and storage facility buildings, that have a total area of 200,000 SQFT or less.
- Basic Development (Large)- Any Warehouses, Industrial, Manufacturing, storage facility buildings, that have a total area of 200,000 SQFT or more.
- Service Development- will be any developments in the service industry such as banks, doctor’s offices, vets, daycares, etc.

Development Type	Maximum Accessible Fee	
Single Family	\$ 3,819.69	/Dwelling Unit
Multifamily	\$ 2,719.92	/Dwelling Unit
Retail	\$ 7,909.48	/1,000 SQFT
Basic (Small)	\$ 525.17	/1,000 SQFT
Basic (Large)	\$ 1,317.76	/1,000 SQFT
Service	\$ 3,297.48	/1,000 SQFT
Short-term Facility	\$ 500.00	/Parking Space
Long-term Facility	\$ 100.00	/Parking Space

In the past the city has had difficulty with implementing impact fees on developments that develop their land but don’t have any physical buildings. They instead have large parking areas such as a RV storage facility or a RV park. When these developments come to the city for development and are to be a long-term facility such as an RV storage park that is typically rented out on a monthly basis, a \$100/parking spot fee will be collected. When it is a short-term facility that will have much more traffic in and out that is typically rented out on a daily or weekly basis, a \$500/parking spot fee will be collected. This will help the city be able to collect transportation fees for these unique developments that are common for the area and bring in significant large vehicle traffic.

VII. Collection and Use of Impact Fees

Impact fees will be assessed and discussed whenever a final plat of a new development is approved and recorded with the city. This assessment will define how many equivalent service units this development could bring to the city, based off the land use, and may not exceed the maximum impact fees stated above, by state law. Once a building permit is issued, the city will then collect the impact fee from the developer. This means no funds may be collected from the development until new traffic impacts are introduced to the city's transportation system. These funds will be placed into a bank account for the city to use as needed on roads that are listed on the capital improvement map.

Using these funds for roads can be done to pay for any engineering, surveying, ROW acquisition, permitting, construction and any thing else that may cost the city in order to construct these listed roads.

VIII. Conclusion

A Capital Improvement Plan is a good key to have for a growing city. With many planned developments underway in New Fairview and others reaching out to the city to discuss, having this CIP will help aide the city in growth. With a Land Use Assumption Map and the CIP Map, the city will later be able to implement Transportation Impact Fees that will be able to help pay for the costs of these new roadway projects. These impact fees will be paid by developers as they come to the city and begin discussing what type of development they will build. To keep the city on track for this growth it is important to note that updating and revising this CIP will make sure New Fairview is properly growing to handle all the new developments that are coming to the city.

Sincerely,

Ryley Paroulek, P.E.
(817) 412-7155

APPENDIX

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: Pioneer Road

Date: 08/18/2023

Priority Phase: 1

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 450,000.00	\$ 450,000.00
2	Barricades, Signs & Traffic Handling	LS	1	50,000.00	50,000.00
3	SWPPP	LS	1	20,000.00	20,000.00
4	Prepare Right of Way	STA	107	1,500.00	160,500.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	16,100	25.00	402,500.00
7	8" Flexbase	SY	50,800	25.00	1,270,000.00
8	8" Reinforced Concrete Pavement	SY	43,800	90.00	3,942,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	21,300	25.00	532,500.00
10	4" Sidewalk	SY	5,900	45.00	265,500.00
11	6" Concrete Driveway Approach	SY	345	80.00	27,600.00
12	Storm Inlets	EA	42	9,000.00	378,000.00
13	24" Storm Pipe	LF	3,500	140.00	490,000.00
14	36" Storm Pipe	LF	7,100	175.00	1,242,500.00
15	4'x4' Junction Box	EA	8	10,000.00	80,000.00
16	4" Topsoil	SY	16,500	5.00	82,500.00
17	Block Sodding	SY	16,500	7.50	123,750.00
18	Signage and Striping	LS	1	10,000.00	10,000.00
	TOTAL				\$ 9,529,350.00
	25% CONTINGENCIES				\$ 2,382,000.00
	15% ENGINEERING AND SURVEY				\$ 1,429,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 13,340,350.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 10650 FT				
3	Limits of proposed roadway are FM 407 to Pioneer Rd				
4	Road assumed to be 2 lane, 41' B-B, ROW of 60', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs were updated based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: S. County Line Road

Date: 08/18/2023

Priority Phase: 1

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 1,100,000.00	\$ 1,100,000.00
2	Barricades, Signs & Traffic Handling	LS	1	100,000.00	100,000.00
3	SWPPP	LS	1	40,000.00	40,000.00
4	Prepare Right of Way	STA	231	1,500.00	346,500.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	55,500	25.00	1,387,500.00
7	8" Flexbase	SY	171,900	25.00	4,297,500.00
8	8" Reinforced Concrete Pavement	SY	95,000	90.00	8,550,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	46,100	25.00	1,152,500.00
10	4" Sidewalk	SY	12,800	45.00	576,000.00
11	6" Concrete Driveway Approach	SY	600	80.00	48,000.00
12	Storm Inlets	EA	92	9,000.00	828,000.00
13	24" Storm Pipe	LF	7,600	140.00	1,064,000.00
14	36" Storm Pipe	LF	15,300	175.00	2,677,500.00
15	4'x4' Junction Box	EA	19	10,000.00	190,000.00
16	4" Topsoil	SY	76,900	5.00	384,500.00
17	Block Sodding	SY	76,900	7.50	576,750.00
18	Signage and Striping	LS	1	21,500.00	21,500.00
	TOTAL				\$ 23,342,250.00
	25% CONTINGENCIES				\$ 5,835,000.00
	15% ENGINEERING AND SURVEY				\$ 3,501,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 32,678,250.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 23090 FT				
3	Limits of proposed roadway are from south city limits to proposed East "A" Street				
4	Road assumed to be 4 lane, 65' B-B, ROW of 100', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: Dove Hollow Lane

Date: 08/18/2023

Priority Phase: 1

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 280,000.00	\$ 280,000.00
2	Barricades, Signs & Traffic Handling	LS	1	20,000.00	20,000.00
3	SWPPP	LS	1	10,000.00	10,000.00
4	Prepare Right of Way	STA	57	1,500.00	85,500.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	13,500	25.00	337,500.00
7	8" Flexbase	SY	41,800	25.00	1,045,000.00
8	8" Reinforced Concrete Pavement	SY	23,200	90.00	2,088,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	11,200	25.00	280,000.00
10	4" Sidewalk	SY	3,100	45.00	139,500.00
11	6" Concrete Driveway Approach	SY	240	80.00	19,200.00
12	Storm Inlets	EA	22	9,000.00	198,000.00
13	24" Storm Pipe	LF	1,800	140.00	252,000.00
14	36" Storm Pipe	LF	3,700	175.00	647,500.00
15	4'x4' Junction Box	EA	4	10,000.00	40,000.00
16	4" Topsoil	SY	18,700	5.00	93,500.00
17	Block Sodding	SY	18,700	7.50	140,250.00
18	Signage and Striping	LS	1	5,000.00	5,000.00
	TOTAL				\$ 5,682,950.00
	25% CONTINGENCIES				\$ 1,420,000.00
	15% ENGINEERING AND SURVEY				\$ 852,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 7,954,950.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 5620 FT				
3	Limits of proposed roadway are from S. County Line Road to Sam Reynolds Road				
4	Road assumed to be 4 lane, 65' B-B, ROW of 100', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: Sam Reynolds Road

Date: 08/18/2023

Priority Phase: 1

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 270,000.00	\$ 270,000.00
2	Barricades, Signs & Traffic Handling	LS	1	20,000.00	20,000.00
3	SWPPP	LS	1	10,000.00	10,000.00
4	Prepare Right of Way	STA	57	1,500.00	85,500.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	13,500	25.00	337,500.00
7	8" Flexbase	SY	41,800	25.00	1,045,000.00
8	8" Reinforced Concrete Pavement	SY	23,200	90.00	2,088,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	11,200	25.00	280,000.00
10	4" Sidewalk	SY	3,100	45.00	139,500.00
11	6" Concrete Driveway Approach	SY	60	80.00	4,800.00
12	Storm Inlets	EA	22	9,000.00	198,000.00
13	24" Storm Pipe	LF	1,800	140.00	252,000.00
14	36" Storm Pipe	LF	3,700	175.00	647,500.00
15	4'x4' Junction Box	EA	4	10,000.00	40,000.00
16	4" Topsoil	SY	18,700	5.00	93,500.00
17	Block Sodding	SY	18,700	7.50	140,250.00
18	Signage and Striping	LS	1	5,000.00	5,000.00
	TOTAL				\$ 5,658,550.00
	25% CONTINGENCIES				\$ 1,414,000.00
	15% ENGINEERING AND SURVEY				\$ 848,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 7,920,550.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 5620 FT				
3	Limits of proposed roadway are FM 407 to Dove Hollow Lane				
4	Road assumed to be 4 lane, 65' B-B, ROW of 100', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: B Judge Lane

Date: 08/18/2023

Priority Phase: 1

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 80,000.00	\$ 80,000.00
2	Barricades, Signs & Traffic Handling	LS	1	10,000.00	10,000.00
3	SWPPP	LS	1	5,000.00	5,000.00
4	Prepare Right of Way	STA	18	1,500.00	27,000.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	2,600	25.00	65,000.00
7	8" Flexbase	SY	8,200	25.00	205,000.00
8	8" Reinforced Concrete Pavement	SY	7,200	90.00	648,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	3,400	25.00	85,000.00
10	4" Sidewalk	SY	900	45.00	40,500.00
11	6" Concrete Driveway Approach	SY	30	80.00	2,400.00
12	Storm Inlets	EA	6	9,000.00	54,000.00
13	24" Storm Pipe	LF	500	140.00	70,000.00
14	36" Storm Pipe	LF	1,100	175.00	192,500.00
15	4'x4' Junction Box	EA	1	10,000.00	10,000.00
16	4" Topsoil	SY	2,600	5.00	13,000.00
17	Block Sodding	SY	2,600	7.50	19,500.00
18	Signage and Striping	LS	1	1,500.00	1,500.00
	TOTAL				\$ 1,530,400.00
	25% CONTINGENCIES				\$ 382,000.00
	15% ENGINEERING AND SURVEY				\$ 229,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 2,141,400.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 1730 FT				
3	Limits of proposed roadway are S. County Line Road to east city limits				
4	Road assumed to be 4 lane, 65' B-B, ROW of 100', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: S. Graham Road

Date: 08/18/2023

Priority Phase: 1

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 300,000.00	\$ 300,000.00
2	Barricades, Signs & Traffic Handling	LS	1	30,000.00	30,000.00
3	SWPPP	LS	1	10,000.00	10,000.00
4	Prepare Right of Way	STA	67	1,500.00	100,500.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	10,100	25.00	252,500.00
7	8" Flexbase	SY	31,900	25.00	797,500.00
8	8" Reinforced Concrete Pavement	SY	27,500	90.00	2,475,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	13,300	25.00	332,500.00
10	4" Sidewalk	SY	3,700	45.00	166,500.00
11	6" Concrete Driveway Approach	SY	300	80.00	24,000.00
12	Storm Inlets	EA	26	9,000.00	234,000.00
13	24" Storm Pipe	LF	2,200	140.00	308,000.00
14	36" Storm Pipe	LF	4,400	175.00	770,000.00
15	4'x4' Junction Box	EA	5	10,000.00	50,000.00
16	4" Topsoil	SY	10,300	5.00	51,500.00
17	Block Sodding	SY	10,300	7.50	77,250.00
18	Signage and Striping	LS	1	6,000.00	6,000.00
	TOTAL				\$ 5,987,250.00
	25% CONTINGENCIES				\$ 1,496,000.00
	15% ENGINEERING AND SURVEY				\$ 898,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 8,381,250.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 6675 FT				
3	Limits of proposed roadway are FM 407 to proposed West "A" Street				
4	Road assumed to be 2 lane, 41' B-B, ROW of 60', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: CR 4717

Date: 08/18/2023

Priority Phase: 2

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 490,000.00	\$ 490,000.00
2	Barricades, Signs & Traffic Handling	LS	1	50,000.00	50,000.00
3	SWPPP	LS	1	20,000.00	20,000.00
4	Prepare Right of Way	STA	115	1,500.00	172,500.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	17,400	25.00	435,000.00
7	8" Flexbase	SY	54,700	25.00	1,367,500.00
8	8" Reinforced Concrete Pavement	SY	47,200	90.00	4,248,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	22,900	25.00	572,500.00
10	4" Sidewalk	SY	6,300	45.00	283,500.00
11	6" Concrete Driveway Approach	SY	375	80.00	30,000.00
12	Storm Inlets	EA	44	9,000.00	396,000.00
13	24" Storm Pipe	LF	3,800	140.00	532,000.00
14	36" Storm Pipe	LF	7,600	175.00	1,330,000.00
15	4'x4' Junction Box	EA	9	10,000.00	90,000.00
16	4" Topsoil	SY	17,800	5.00	89,000.00
17	Block Sodding	SY	17,800	7.50	133,500.00
18	Signage and Striping	LS	1	10,500.00	10,500.00
	TOTAL				\$ 10,252,000.00
	25% CONTINGENCIES				\$ 2,563,000.00
	15% ENGINEERING AND SURVEY				\$ 1,537,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 14,352,000.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 11460 FT				
3	Limits of proposed roadway are FM 407 to CR 4730				
4	Road assumed to be 2 lane, 41' B-B, ROW of 60', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: CR 4730

Date: 08/18/2023

Priority Phase: 2

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 270,000.00	\$ 270,000.00
2	Barricades, Signs & Traffic Handling	LS	1	20,000.00	20,000.00
3	SWPPP	LS	1	10,000.00	10,000.00
4	Prepare Right of Way	STA	62	1,500.00	93,000.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	9,300	25.00	232,500.00
7	8" Flexbase	SY	29,400	25.00	735,000.00
8	8" Reinforced Concrete Pavement	SY	25,400	90.00	2,286,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	12,300	25.00	307,500.00
10	4" Sidewalk	SY	3,400	45.00	153,000.00
11	6" Concrete Driveway Approach	SY	105	80.00	8,400.00
12	Storm Inlets	EA	24	9,000.00	216,000.00
13	24" Storm Pipe	LF	2,000	140.00	280,000.00
14	36" Storm Pipe	LF	4,100	175.00	717,500.00
15	4'x4' Junction Box	EA	5	10,000.00	50,000.00
16	4" Topsoil	SY	9,500	5.00	47,500.00
17	Block Sodding	SY	9,500	7.50	71,250.00
18	Signage and Striping	LS	1	5,500.00	5,500.00
	TOTAL				\$ 5,505,150.00
	25% CONTINGENCIES				\$ 1,376,000.00
	15% ENGINEERING AND SURVEY				\$ 825,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 7,706,150.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 6165 FT				
3	Limits of proposed roadway are CR 4717 to S. County Line Road				
4	Road assumed to be 2 lane, 41' B-B, ROW of 60', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: S. County Line Road

Date: 08/18/2023

Priority Phase: 2

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 380,000.00	\$ 380,000.00
2	Barricades, Signs & Traffic Handling	LS	1	40,000.00	40,000.00
3	SWPPP	LS	1	15,000.00	15,000.00
4	Prepare Right of Way	STA	88	1,500.00	132,000.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	13,300	25.00	332,500.00
7	8" Flexbase	SY	41,900	25.00	1,047,500.00
8	8" Reinforced Concrete Pavement	SY	36,200	90.00	3,258,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	17,500	25.00	437,500.00
10	4" Sidewalk	SY	4,800	45.00	216,000.00
11	6" Concrete Driveway Approach	SY	75	80.00	6,000.00
12	Storm Inlets	EA	34	9,000.00	306,000.00
13	24" Storm Pipe	LF	2,900	140.00	406,000.00
14	36" Storm Pipe	LF	5,800	175.00	1,015,000.00
15	4'x4' Junction Box	EA	7	10,000.00	70,000.00
16	4" Topsoil	SY	13,600	5.00	68,000.00
17	Block Sodding	SY	13,600	7.50	102,000.00
18	Signage and Striping	LS	1	8,000.00	8,000.00
	TOTAL				\$ 7,841,500.00
	25% CONTINGENCIES				\$ 1,960,000.00
	15% ENGINEERING AND SURVEY				\$ 1,176,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 10,977,500.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 8785 FT				
3	Limits of proposed roadway are proposed East "A" Street to north city limits				
4	Road assumed to be 2 lane, 41' B-B, ROW of 60', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: N. Graham Road

Date: 08/18/2023

Priority Phase: 2

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 350,000.00	\$ 350,000.00
2	Barricades, Signs & Traffic Handling	LS	1	30,000.00	30,000.00
3	SWPPP	LS	1	15,000.00	15,000.00
4	Prepare Right of Way	STA	81	1,500.00	121,500.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	12,200	25.00	305,000.00
7	8" Flexbase	SY	38,600	25.00	965,000.00
8	8" Reinforced Concrete Pavement	SY	33,300	90.00	2,997,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	16,100	25.00	402,500.00
10	4" Sidewalk	SY	4,400	45.00	198,000.00
11	6" Concrete Driveway Approach	SY	75	80.00	6,000.00
12	Storm Inlets	EA	32	9,000.00	288,000.00
13	24" Storm Pipe	LF	2,600	140.00	364,000.00
14	36" Storm Pipe	LF	5,300	175.00	927,500.00
15	4'x4' Junction Box	EA	6	10,000.00	60,000.00
16	4" Topsoil	SY	12,500	5.00	62,500.00
17	Block Sodding	SY	12,500	7.50	93,750.00
18	Signage and Striping	LS	1	7,500.00	7,500.00
	TOTAL				\$ 7,195,250.00
	25% CONTINGENCIES				\$ 1,798,000.00
	15% ENGINEERING AND SURVEY				\$ 1,079,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 10,072,250.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 8080 FT				
3	Limits of proposed roadway are proposed West "A" Street to north city limits				
4	Road assumed to be 2 lane, 41' B-B, ROW of 60', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas

WW NO: R0045103

Road Name: West "A" Street

Date: 08/18/2023

Priority Phase: 2

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 580,000.00	\$ 580,000.00
2	Barricades, Signs & Traffic Handling	LS	1	60,000.00	60,000.00
3	SWPPP	LS	1	25,000.00	25,000.00
4	Prepare Right of Way	STA	135	1,500.00	202,500.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	20,400	25.00	510,000.00
7	8" Flexbase	SY	64,400	25.00	1,610,000.00
8	8" Reinforced Concrete Pavement	SY	55,500	90.00	4,995,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	26,900	25.00	672,500.00
10	4" Sidewalk	SY	7,400	45.00	333,000.00
11	6" Concrete Driveway Approach	SY	150	80.00	12,000.00
12	Storm Inlets	EA	52	9,000.00	468,000.00
13	24" Storm Pipe	LF	4,400	140.00	616,000.00
14	36" Storm Pipe	LF	8,900	175.00	1,557,500.00
15	4'x4' Junction Box	EA	11	10,000.00	110,000.00
16	4" Topsoil	SY	20,900	5.00	104,500.00
17	Block Sodding	SY	20,900	7.50	156,750.00
18	Signage and Striping	LS	1	12,500.00	12,500.00
	TOTAL				\$ 12,027,250.00
	25% CONTINGENCIES				\$ 3,006,000.00
	15% ENGINEERING AND SURVEY				\$ 1,804,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 16,837,250.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 13480 FT				
3	Limits of proposed roadway are US 287 to FM 2264				
4	Road assumed to be 2 lane, 41' B-B, ROW of 60', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

Westwood

ENGINEER'S PREDESIGN OPINION OF CONSTRUCTION COST

Client Name: City of New Fairview, Texas
 Road Name: East "A" Street
 Priority Phase: 2

WW NO: R0045103
 Date: 08/18/2023

Bid No.	Bid Item Description	Units	Estimated Quantity	Unit Cost	Total Cost
1	Mobilization	LS	1	\$ 610,000.00	\$ 610,000.00
2	Barricades, Signs & Traffic Handling	LS	1	60,000.00	60,000.00
3	SWPPP	LS	1	25,000.00	25,000.00
4	Prepare Right of Way	STA	142	1,500.00	213,000.00
5	Project Sign	EA	2	1,000.00	2,000.00
6	Unclassified Roadway Excavation	CY	21,500	25.00	537,500.00
7	8" Flexbase	SY	67,600	25.00	1,690,000.00
8	8" Reinforced Concrete Pavement	SY	58,300	90.00	5,247,000.00
9	6" Monolithic Concrete Curb (TY II)	LF	28,300	25.00	707,500.00
10	4" Sidewalk	SY	7,800	45.00	351,000.00
11	6" Concrete Driveway Approach	SY	150	80.00	12,000.00
12	Storm Inlets	EA	56	9,000.00	504,000.00
13	24" Storm Pipe	LF	4,700	140.00	658,000.00
14	36" Storm Pipe	LF	9,400	175.00	1,645,000.00
15	4'x4' Junction Box	EA	11	10,000.00	110,000.00
16	4" Topsoil	SY	22,000	5.00	110,000.00
17	Block Sodding	SY	22,000	7.50	165,000.00
18	Signage and Striping	LS	1	13,000.00	13,000.00
	TOTAL				\$ 12,660,000.00
	25% CONTINGENCIES				\$ 3,165,000.00
	15% ENGINEERING AND SURVEY				\$ 1,899,000.00
	TOTAL OPINION OF CONSTRUCTION COSTS				\$ 17,724,000.00
	Assumptions:				
1	OPCC does not include ROW acquisition.				
2	Length of proposed roadway is 14160 FT				
3	Limits of proposed roadway are FM 2264 to east city limits				
4	Road assumed to be 2 lane, 41' B-B, ROW of 60', to get estimate of SY.				
5	Unclassified Roadway Excavation is assumed to be 12" deep across the width of the Road				
6	Price of Full Reconstruction based off 8" Flexbase, 8" Reinforced concrete pavement Typical Section.				
7	Each Driveway is assumed to have new driveway approach.				
8	Block sodding added to each side of roadway work areas to replace existing vegetation.				
9	5' Wide Sidewalk to be added to one side of Roadway.				
10	Two Storm Inlets placed every 500', and Junction Boxes every 1,200'				
11	Unit Costs are based off the last 6 month average of TxDOT bid prices.				

TRANSPORTATION IMPACT FEES UPDATE- FINAL

**NEW FAIRVIEW, TEXAS
CITY COUNCIL MEETING**

PREPARED BY: RYLEY PAROULEK, CITY ENGINEER



UPDATES SINCE LAST MEETING ON 10/02

- SINGLE FAMILY HOMES WILL ONLY BE ACCESSED IMPACT FEES WHEN A REPLAT OF THEIR PROPERTY IS REQUIRED.
- BASIC DEVELOPMENTS ARE SEPERATED INTO SMALL AND LARGE, WITH THE BUILDING SQFT CUT OFF BEING AT 200,000 SQFT.
- LONG TERM PARKING FACILITIES HAVE BEEN DESCRIBED AS A DEVELOPMENT THAT CHARGES BY THE MONTH (STORAGE), WHILE SHORT TERM PARKING FACILITIES HAVE BEEN DESCRIBED AS A DEVELOPMENT THAT CHARGES BY THE DAY OR WEEK (PARKS/CAMPGROUNDS).
- STORAGE FACILITY DEFINITION HAS BEEN ADDED TO THE BASIC DEVELOPMENT GROUP. STILL BY SQFT OF BUILDING, AND MULTIPLE STORIES WILL ADD TO IMPACT COST.

PROPOSED IMPACT FEE SCHEDULE

Development Type	Maximum Accessible Fee	
Single Family	\$ 3,819.69	/Dwelling Unit
Multifamily	\$ 2,719.92	/Dwelling Unit
Retail	\$ 7,909.48	/1,000 SQFT
Basic (Small)	\$ 525.17	/1,000 SQFT
Basic (Large)	\$ 1,317.76	/1,000 SQFT
Service	\$ 3,297.48	/1,000 SQFT
Short Term Parking	\$ 500.00	/Parking Space
Long Term Parking	\$ 100.00	/Parking Space





ORDINANCE NO. 202310-03-102

AN ORDINANCE OF THE CITY COUNCIL OF NEW FAIRVIEW, TEXAS, AMENDING THE CITY CODE OF THE CITY OF NEW FAIRVIEW BY AMENDING APPENDIX, ART. A.1000, MISCELLANEOUS FEES, SECTION A1.009, TRANSPORTATION IMPACT FEES, ADOPTING NEW TRANSPORTATION IMPACT FEES; DEFINING DEVELOPMENT TYPES AND ESTABLISHING THE FEES FOR EACH DEVELOPMENT TYPE, AS PROVIDED HEREIN IN ATTACHED EXHIBIT 'A' WHICH IS INCORPORATED FOR ALL PURPOSES, PROVIDING SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Of New Fairview, Texas is an incorporated city in the State of Texas as a Type A General Law city, as classified by the Texas Local Government Code; and

WHEREAS, the City desires to have future growth pay for itself and minimize the impact of new development on existing property owners, as contemplated; and

WHEREAS, on September 13, 2021, the Council approved a Transportation Impact Fee, defined development types and established fees for each development type by Resolution 202108-01-178, and later codifying the same by Ordinance 202210-01-100 adopted 10/3/2022 and Ordinance 202303-02-108 adopted 3/20/2023, as New Fairview Appendix Art. A1000, Miscellaneous Fees, Section A1009, Transportation Impact Fees; and

WHEREAS, on July 17, 2023, the City entered into a Professional Services Agreement with the City's contract engineer, Pacheco Koch Consulting Engineers, LLC a wholly owned subsidiary of Westwood Professional Services Inc., to revise the Capital Improvement Plan (CIP) Map, Land Use Assumptions, and the Transportation Impact Fee due to anticipated new growth patterns for the City; and

WHEREAS, the City followed the procedures for the adoption of such impact fees specified in Subchapter C, Chapter 395 of the Texas Local Government Code; and

WHEREAS, on August 21, 2023 the City Council approved a Resolution to accept the updated New Fairview CIP Map and Land Use Assumptions and appointed the Planning and Zoning Commission as the Capital Advisory Committee to review the CIP Map and Land Use Assumptions; and

WHEREAS, on September 11, 2023 the Capital Advisory Committee held a discussion with Pacheco Koch on the updated New Fairview CIP Map and Land Use Assumptions and did not have any recommended revisions; and

WHEREAS, on October 2, 2023, the City Council debated the matter and determined that it wanted additional provisions within the proposed Transportation Impact Fees to reflect proportionality for Basic and to limit such Impact Fees to small property owners.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CITY OF NEW FAIRVIEW, TEXAS, THAT:

SECTION 1

That the New Fairview City Code of Ordinances Appendix, Art. A.1000, Miscellaneous Fees, Section A1.009, Transportation Impact Fees, as established pursuant to Ordinances 202210-01-100 adopted 10/3/2022, and as further established and amended by Ordinance 202303-02-108, adopted 3/20/2023, and previously by Resolution 202108-01-178, is hereby ratified and amended by substituting the

Transportation Impact fees as set forth in the attached and incorporated Exhibit “A,” hereto.

SECTION 2.

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of New Fairview, Texas, 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 3.

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 4.

This Ordinance shall be cumulative of all provisions of ordinances of the City of New Fairview, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in direct conflict herewith are repealed.

SECTION 5

All rights or remedies of the City of New Fairview, are expressly saved as to any and all violations of this Ordinance, as codified in Appendix Art. A.1000, Miscellaneous Fees, Section A1.009, Transportation Impact Fees, or any amendments thereto that have accrued at the time of the effective date of this ordinance; and as to such accrued violations, and all pending litigation, both civil or criminal, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

SECTION 6

Any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be fined not more than Five Hundred Dollars (\$500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 7

This Ordinance shall become effective immediately upon its passage, approval, and publication as, and it is so ordained.

(Signatures on the next page)

ORDINANCE NO. 202310-01-100

AN ORDINANCE OF THE CITY OF NEW FAIRVIEW, TEXAS AMENDING THE CITY CODE OF THE CITY OF NEW FAIRVIEW BY AMENDING APPENDIX, ART. A2.000, BUILDING AND DEVELOPMENT RELATED FEES, SECTION A2.001, BUILDING PERMITS AND INSECTIONS, AS ESTABLISHED BY ORDINANCE NO. 1999-015-0042, AND AMENDED BY ORDINANCE NOS. 2000-02-0062, 2005-07-107, 202210-01-100, AND 202303-02-108 BY ADDING FEES FOR CONSTRUCTION OF STORM SHELTERS AND BY AMENDING APPENDIX, ART. A1.000, MISCELLANEOUS FEES, SECTION A1.001, ADMINISTRATIVE FEES INCREASE CERTAIN FEES AND ADD A REFUND PROCESSING FEE, BY READOPTING THE MASTER FEES SCHEDULE THEREIN, AS CONTAINED IN THE ATTACHED EXHIBIT “A,” PROVIDING FOR A CUMULATIVE REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Of New Fairview, Texas is a Type A General Law City, as classified by the Texas Local Government Code; and

WHEREAS, the City has heretofore adopted a Master Fee Schedule for City services and permit applications, which it has amended from time to time; and

WHEREAS, the City Council desires, after review of various costs of service and authorized increase in fees permitted by statute, to amend its Master Fee Schedule to increase and/or add fees codified in Appendix A1.000, Miscellaneous Fees, Section A1.001, Administrative Fees, to include increases in the Notarization Fee for nonresidents and the Use of Credit/Debit Card as well as adding an Administrative Processing Fee to Refund overpayments of Transportation Impact Fees.

WHEREAS, the City Council desires to further amend its Master Fee Schedule to include fees for Storm Shelters, as authorized by the City’s previous adoption of the International Residential and Building Codes (by Article 4.02, Section § 4.02.001 of the New Fairview City Code of Ordinances), by amending the City of New Fairview City Code Appendix, Art. A2.000, Building and Development Related Fees, Section A2.001, Building Permits and Inspection Fees; and

WHEREAS, after a public hearing, the City Council, in compliance with Tex. Local Government Code Section 214.908 (as passed by the 88th (R) Texas Legislature, H.B. 1922), determines that the amendments to the Master Fee Schedule proposed herein below, by amendment to the City of New Fairview City Code, Appendix, Art. A2.000, Building and Development Related Fees, Section A2.001, Building Permits and Inspection Fees and by Amendment to Appendix A1.000, Miscellaneous Fees, Section A1.001, Administrative Fees, as well as re-adoption of all existing fees contained in Sections A2.001- A2.010, as reflected in the attached Exhibit “A” finding, that such fees are reasonable and commensurate with the services provided, are not excessive, and should be amended, adopted and/or readopted to further the public health, safety, and welfare.

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

SECTION 1

That, after public hearing, the New Fairview City Code of Ordinances Appendix, Art. A2.000, Building

and Development Related Fees, as established pursuant to Ordinances 1999-015-0042, and as further established and amended by Ordinances 2000-02-0062, 2005-07-107, 202210-01-100 and 202303-02-108, is hereby amended by adding the fees for Storm Shelters as set forth in the attached and incorporated Exhibit “A,” hereto and that the New Fairview City Code of Ordinances, Appendix Art. A1.000, Miscellaneous Fees, Section A1.001, Administrative Fees, is hereby amended to increase certain notarization and debit/credit card processing fees as well as add an administrative refund processing fee for overpaid Transportation Impact Fees, as well as the re-adoption of all existing and unamended fees contained in Sections A2.001- A2.010, as reflected in the attached Exhibit “A” hereto. Such Exhibit “A” is attached and incorporated for all purposes as part of this ordinance. The City Council finding after public hearing, that such fees are reasonable and commensurate with the services provided, are not excessive, and should be added, amended, adopted and/or readopted to further the public health, safety, and welfare of New Fairview residents.

SECTION 2.

The City Secretary is hereby directed to revise the Master Fee Schedule in accordance with the above-referenced revisions and as provided in Exhibit “A,” a copy of which is attached to this Ordinance and incorporated for all purposes. A revised Master Fee Schedule shall be kept on file with the office of the City Secretary.

SECTION 3.

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of New Fairview, Texas, 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 4.

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 5.

This Ordinance shall be cumulative of all provisions of ordinances of the City of New Fairview, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in direct conflict herewith are repealed.

SECTION 6

All rights or remedies of the City of New Fairview, are expressly saved as to any and all violations of this Ordinance, as codified in Appendix Art. A2.000, Section A2.001, Building and Development Fees, Section A2.009, Building Permits and Inspection Fees, and/or Appendix Art. A2.000, Sections A2.001-A2.010 and any amendments thereto that have accrued at the time of the effective date of this ordinance; and as to such accrued violations, and all pending litigation, both civil or criminal, same shall not be affected by this

ordinance but may be prosecuted until final disposition by the courts.

SECTION 6

Any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be fined not more than Five Hundred Dollars (\$500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense

SECTION 7

This Ordinance shall become effective immediately upon its passage, approval and publication as, and it is so ordained.

SECTION 4.

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 5. EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage and any publication, as required by law, and it is so ordained.

PASSED AND APPROVED by the City Council of the City of New Fairview, Texas on this the 16th day of October 2023.

John Taylor, Mayor

ATTEST:

Brooke Boller, City Secretary

EXHIBIT A
Mater Fee Schedule

PASSED AND APPROVED by the City Council of the City of New Fairview, Texas on this the 16th day of October 2023.

John Taylor, Mayor

ATTEST:

Brooke Boller, City Secretary

“EXHIBIT A”

Westwood Roadway Capital Improvement Plan and Impact Fee Study



**CITY COUNCIL
AGENDA MEMO**

Prepared By: Susan Greenwood, Assistant City Secretary/Court Administrator October 16, 2023

Revised Master Fee Schedule

DESCRIPTION:

Hold a public hearing and act on an Ordinance adopting a revised Master Schedule of Fees for the City of New Fairview.

BACKGROUND INFORMATION:

The New Fairview City Code of Ordinances, Chapter 9 “PLANNING AND DEVELOPMENT,” Article 5 “Administration,” Section 38 “FEE SCHEDULE,” states:

§ 38. Fee Schedule. The City Council shall establish a schedule of fees, charges and expenses and a collection procedure for the administration, review, and processing of applications regarding the issuance of building permits, certificates of occupancy, zoning change requests, plats, zoning board of adjustment appeals and other matters pertaining to this ordinance. The schedule of fees shall be posted in the office of the zoning administrative official and may be altered or amended only by action of the City Council. Until all applicable fees, charges and expenses have been paid in full, no action shall be taken on any application or appeal.

The Master Fee Schedule was established by ordinance 1999-015-0042, and amended by ordinances 2000-02-0062, 2000-10-0070, 2005-07-107, 202210-01-100, and 202303-02-108, as codified in New Fairview City Code of Ordinances, Appendixes A1 (Miscellaneous Fees, including Transportation Impact Fees) and A2 (Building and Development Fees)

The Master Fee Schedule should be reviewed by the City Council periodically and any recommended changes should be discussed and updated as needed. The changes to the Master Fee Schedule should be based on an analysis of current charges as compared to cost recovery goals and/or comparison to surrounding entities. In addition, fees should be reviewed to make sure they are still applicable and to remove fees no longer needed and add any new fees authorized by City Ordinance.

Upon review, Staff recommend the following changes to the Master Fee Schedule, as provided in Appendix A1.000, Miscellaneous Fees:

I. Administrative Services

Use of Credit/Debit Card - Increasing the fee to 3.5% due to the increase in this fee by FastGovPay to process payment for any city fee payment. While this fee is usually charged directly to the card user, sometimes the City gets billed this fee later, so it makes more sense for the City to directly collect the fee and then remit to the applicable card issuer.

Notary Signature (non-residents) - Increase the fee to \$10.00, due to the new legislative update on this fee that was effective September 1, 2023. The Secretary of State adjusts the fees a Notary may charge once every 5 years, based on the inflation rate as determined by the comptroller and, calculated using the increase, if any, in the Consumer Price Index for All Urban Consumers published by the U.S. Bureau of Labor Statistics.

Refund of Transportation Impact Fee - This is a new fee of 10% administration fee for any refunds of Transportation Impact Fees that need to be processed. We have had at least one builder that has double paid this fee several times when they have double paid on building permits. Unfortunately, our software system is not set up for us to catch this double payment. The processing of a refund check takes quite a bit of staff time to move funds around from Texas Class back into the General Fund.

Upon review, Staff recommend the following changes to the Master Fee Schedule, after public hearing, as provided in Appendix A2.000, Building & Development Fees

Storm/Tornado Shelter - This is a new fee to cover the review and inspection of prefab or built on site storm/drainage shelter. Staff recommend \$400 for Prefab and \$450 for built on site.

Demolition Permit - Staff recommend increasing this from \$100 to \$200. Due to the inspections required on demolition permits, we are increasing this to cover the costs of the building official's time and the number of inspections.

Miscellaneous - Staff recommend increasing this from \$80 to \$100. Due to inspections required on miscellaneous items, we need to increase the fee to cover the contracted Building Official's time and the number of inspections.

The Transportation Impact Fees have previously been adopted, per separate Ordinance, as shown below:

The following are based on the newly approved fees.

Single Family - Increasing from \$2,828.79 to \$3,819.69 - 35.03% increase.

Multi-Family - Increasing from \$1,994.10 to \$2,719.92 - 36.40% increase.

Retail - Decreasing from \$10,283.78 to \$7,909.48 - 23.09% decrease.

Basic (Small) - Increasing from \$474.01 to \$525.17 - 10.79% increase.

Basic (Large) - Increasing from \$474.01 to \$1,317.76 - 178.00% increase.

Service - Increasing from \$2,653.35 to \$3,297.48- 24.28% increase.

Parking Lots - no buildings - RV Parks and RV/Boat Storage - Short Term Parking \$500.00 per Parking Spot / Long Term Parking \$100 per Parking Spot. We are adding this new fee to cover commercial developments that do not fall under the other categories, but that have an impact on our roads.

The 88th (R) Legislative Session's H.B. 1922 requires that cities hold a public hearing on any previously adopted building and development fees, the anniversary date of which was more than ten years prior to January 1, 2024.

Staff recommend approval of the Ordinance.

FINANCIAL CONSIDERATION:

The fee amounts collected will be placed into the City's General Fund and will be used to cover the costs of review, preparation and/or inspection for the various services provided. The exception to this are the Transportation Impact Fees, which will go into the Transportation Impact Fee Special Revenue Fund.

RECOMMENDED MOTIONS:

I move to **Approve/Deny** an Ordinance amending and readopting the Master Fee Schedule, by amending the New Fairview City Code of Ordinances, Appendixes A1 (Miscellaneous Fees) and A2 (Building and Development Fees) for the City of New Fairview.

ATTACHMENT(S):

1. Ordinance 202310-01-100

ORDINANCE NO. 202310-01-100

AN ORDINANCE OF THE CITY OF NEW FAIRVIEW, TEXAS AMENDING THE CITY CODE OF THE CITY OF NEW FAIRVIEW BY AMENDING APPENDIX, ART. A2.000, BUILDING AND DEVELOPMENT RELATED FEES, SECTION A2.001, BUILDING PERMITS AND INSECTIONS, AS ESTABLISHED BY ORDINANCE NO. 1999-015-0042, AND AMENDED BY ORDINANCE NOS. 2000-02-0062, 2005-07-107, 202210-01-100, AND 202303-02-108 BY ADDING FEES FOR CONSTRUCTION OF STORM SHELTERS AND BY AMENDING APPENDIX, ART. A1.000, MISCELLANEOUS FEES, SECTION A1.001, ADMINISTRATIVE FEES INCREASE CERTAIN FEES AND ADD A REFUND PROCESSING FEE, BY READOPTING THE MASTER FEES SCHEDULE THEREIN, AS CONTAINED IN THE ATTACHED EXHIBIT “A,” PROVIDING FOR A CUMULATIVE REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Of New Fairview, Texas is a Type A General Law City, as classified by the Texas Local Government Code; and

WHEREAS, the City has heretofore adopted a Master Fee Schedule for City services and permit applications, which it has amended from time to time; and

WHEREAS, the City Council desires, after review of various costs of service and authorized increase in fees permitted by statute, to amend its Master Fee Schedule to increase and/or add fees codified in Appendix A1.000, Miscellaneous Fees, Section A1.001, Administrative Fees, to include increases in the Notarization Fee for nonresidents and the Use of Credit/Debit Card as well as adding an Administrative Processing Fee to Refund overpayments of Transportation Impact Fees.

WHEREAS, the City Council desires to further amend its Master Fee Schedule to include fees for Storm Shelters, as authorized by the City’s previous adoption of the International Residential and Building Codes (by Article 4.02, Section § 4.02.001 of the New Fairview City Code of Ordinances), by amending the City of New Fairview City Code Appendix, Art. A2.000, Building and Development Related Fees, Section A2.001, Building Permits and Inspection Fees; and

WHEREAS, after a public hearing, the City Council, in compliance with Tex. Local Government Code Section 214.908 (as passed by the 88th (R) Texas Legislature, H.B. 1922), determines that the amendments to the Master Fee Schedule proposed herein below, by amendment to the City of New Fairview City Code, Appendix, Art. A2.000, Building and Development Related Fees, Section A2.001, Building Permits and Inspection Fees and by Amendment to Appendix A1.000, Miscellaneous Fees, Section A1.001, Administrative Fees, as well as re-adoption of all existing fees contained in Sections A2.001- A2.010, as reflected in the attached Exhibit “A” finding, that such fees are reasonable and commensurate with the services provided, are not excessive, and should be amended, adopted and/or readopted to further the public health, safety, and welfare.

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

SECTION 1

That, after public hearing, the New Fairview City Code of Ordinances Appendix, Art. A2.000, Building

and Development Related Fees, as established pursuant to Ordinances 1999-015-0042, and as further established and amended by Ordinances 2000-02-0062, 2005-07-107, 202210-01-100 and 202303-02-108, is hereby amended by adding the fees for Storm Shelters as set forth in the attached and incorporated Exhibit “A,” hereto and that the New Fairview City Code of Ordinances, Appendix Art. A1.000, Miscellaneous Fees, Section A1.001, Administrative Fees, is hereby amended to increase certain notarization and debit/credit card processing fees as well as add an administrative refund processing fee for overpaid Transportation Impact Fees, as well as the re-adoption of all existing and unamended fees contained in Sections A2.001- A2.010, as reflected in the attached Exhibit “A” hereto. Such Exhibit “A” is attached and incorporated for all purposes as part of this ordinance. The City Council finding after public hearing, that such fees are reasonable and commensurate with the services provided, are not excessive, and should be added, amended, adopted and/or readopted to further the public health, safety, and welfare of New Fairview residents.

SECTION 2.

The City Secretary is hereby directed to revise the Master Fee Schedule in accordance with the above-referenced revisions and as provided in Exhibit “A,” a copy of which is attached to this Ordinance and incorporated for all purposes. A revised Master Fee Schedule shall be kept on file with the office of the City Secretary.

SECTION 3.

This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of New Fairview, Texas, 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 4.

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 5.

This Ordinance shall be cumulative of all provisions of ordinances of the City of New Fairview, Texas, except where the provisions of the Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed. Any and all previous versions of this Ordinance to the extent that they are in direct conflict herewith are repealed.

SECTION 6

All rights or remedies of the City of New Fairview, are expressly saved as to any and all violations of this Ordinance, as codified in Appendix Art. A2.000, Section A2.001, Building and Development Fees, Section A2.009, Building Permits and Inspection Fees, and/or Appendix Art. A2.000, Sections A2.001-A2.010 and any amendments thereto that have accrued at the time of the effective date of this ordinance; and as to such accrued violations, and all pending litigation, both civil or criminal, same shall not be affected by this

ordinance but may be prosecuted until final disposition by the courts.

SECTION 6

Any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be fined not more than Five Hundred Dollars (\$500.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense

SECTION 7

This Ordinance shall become effective immediately upon its passage, approval and publication as, and it is so ordained.

SECTION 4.

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 5. EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage and any publication, as required by law, and it is so ordained.

PASSED AND APPROVED by the City Council of the City of New Fairview, Texas on this the 16th day of October 2023.

John Taylor, Mayor

ATTEST:

Brooke Boller, City Secretary

EXHIBIT A
Mater Fee Schedule

Exhibit "A"

Approved by City Council Ordinance #202310-01-100

CITY OF NEW FAIRVIEW MASTER FEE SCHEDULE

I. ADMINISTRATIVE SERVICES

Types of Fees	Fee	Change
Use of Credit/Debit Card	3.5% of the Total Amount Due	Changing to 3.5% due to new Fee with
Public Fax (Local)	\$3.00 per page (send/receive)	No change
Insufficient Funds/Return Check Fee	\$30.00/check	No change
City Maps up to 11 x 17	\$5.00	No change
Notary Signature (non-residents only)	\$10.00/document	Changing to \$10.00 due to the new Legislative Update of this fee
Large Base Map	\$100.00	No change
Refund of Transportation Impact Fee	10% Administrative Fee for any refunds of Transportation Impact Fee	New Fee

Open Records Request

Personnel Labor Cost	\$20.00/hour	No change
Copies (B & W)	\$0.10/page	No change
Copies (Color)	\$0.50/page	No change
Shipping	Actual Cost	No change
Postage and Shipping	Actual Cost	No change

II. BUILDING & PERMITTING

New Construction

New Single Family Residential

Building Permit	\$700 + \$0.50/sq. foot	No Change
Plan Review	50% of the New Construction Permit	No Change
Fire Code Review (If Applicable)	\$100	No Change

New Multi-Family Residential

Building Permit	Commercial Step Rate	
Plan Review	65% of Building Permit	No Change
Fire Code Review (If Applicable)	20% of Building Permit	No Change

New Commercial

Building Permit	Commercial Step Rate	
Plan Review	65% of Building Permit	No Change
Fire Code Review (If Applicable)	20% of Building Permit	No Change

NEW COMMERCIAL BUILDINGS – STEP RATES

TOTAL VALUATION	PERMIT FEE	
\$1.00 to \$5,000.00	\$110.00	No Change
\$5,001.00 to \$10,000.00	\$130.00	No Change
\$10,001.00 to \$25,000.00	\$130 for 1st \$10,000; + \$14 per each	No Change
\$25,001.00 to \$50,000.00	\$303 for 1st \$25,000; + \$12.12 per	No Change
\$50,001.00 to \$100,000.00	\$421.25 for 1st \$50,000; + \$10.10	No Change
\$100,001.00 to \$500,000.00	\$1,023.75 for 1st \$100,000; + \$5.60	No Change
\$500,001.00 to \$1,000,000.00	\$3,263.75 for 1st \$500,000; + \$4.75	No Change

\$1,000,001.00 and UP	\$5,638.75 for 1st \$1,000,000; + \$3.15 per each additional \$1,000.00	No Change
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Other New Construction Fees

Final Certificate of Occupancy (Not applicable to Manufactured Homes)	\$100 Residential and Commercial	No Change
Driveway with Curb Cut	\$100 Residential/\$200 Commercial	No Change
Culvert Permit	\$100-Residential/\$200 Commercial	No Change
Sign Permit	Monument \$100.00	No Change
Irrigation	\$100 Residential/\$150 Commercial	No Change
Fence	\$80 Residential/\$160 Commercial	No Change
Accessory Building	Air Contioned Space \$.75 square foot, Non Air Conditioned Space \$.50 square foot, Buildings not on slab \$.23 square foot	No Change
New Construction Shell- Mixed Use Building	Commercial Step Rate	
Shell Building	Commercial Step Rate	
Grading Permit	\$100 for Residential/ \$300 for Commercial	No Change
Storm/Tornado Shelter Prefab and Built On-Site	\$400 for Prefab/\$450 for Built on Site	New Fee

Re-Inspection Fees

Re-Inspections after second red-tag	\$100	No Change
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Work Without Permit

Double the permit fee for anyone caught working without a permit.	No Change
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Alterations, Repairs, Remodels, and Add-Ons

Residential

Building Permit	\$600 + \$1.00 Sq. Foot	No Change
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Commercial

Building Permit	Commercial Step Rate	
Fire Code Review (if applicable)	\$80	No Change
Final Certificate of Occupancy	\$100	No Change

Mixed Use

Finish Out Mixed Use- Residential	\$1.00 Sq. Foot	No Change
Finish Out Mixed Use- Commercial	Commercial Step Rate	No Change

Other Charges

Curb Cut- Established Driveway	\$100 Residential/\$200 Commercial	No Change
Accessory Building	\$150 Residential or Commercial	No Change
Culvert Permit	\$100 Residential/\$150 Commercial	No Change
Deck > 30" Above Ground	\$100	No Change
Demolition- Entire Building	\$100	No Change
Demolition- Interior	\$50	No Change
Demolition- Pool	\$100	No Change
Fence	\$80 Residential/\$160 Commercial	No Change
Foundation Repair	\$150	No Change
Gas Test	\$100 Residential/\$200 Commercial	No Change
Retaining Wall > 48" Tall	\$100	No Change
Siding	\$100	No Change

Licenses, Registrations, and Trades		
Registration for Un-Licensed Contractors	\$100 Residential/Commerical	No Change
Electrical, Gas, Mechanical, Plumbing Permit	\$100 Residential/Commercial	No Change
Solicitor's Registration	\$25.00	No Change
Solicitor's Identification Badge	\$2.50	No Change
Food Truck Permit Fee (Annual)	\$85.00	No Change
Food Truck Health Permit Fee (Annual- Health Inspection)	\$130.00	No Change
Food Truck Reinspection Fee	\$50.00	No Change

Other Charges		
Demolition Permit	\$200	Increasing the fee from \$100 to \$200
Carport/Canopy/Patio Cover	\$100	No Change
Construction Trailer	\$100	No Change
Commercial Flat Work (Parking Lot)	\$200	No Change
Concrete Patio/Sidewalks	\$100	No Change
Residential Flat Work (Patio Side Walls)	\$100	No Change
Garage Sale	Free	No Change
Miscellaneous	\$100.00	Increasing from \$80.00 to \$100.00
Move-In Manufactured Home	\$1,100 + Truck Fee plus direct	No Change
Move In- Truck	\$100 per truck	No Change
Roof	\$100 Residential/\$200 Commercial	No Change
Sales Trailer	\$100	No Change
Screening Wall	\$100	No Change
Sign- Banner	\$75.00	No Change
Sign- Permanent	\$150	No Change
Solar Panels	\$250	Increasing from \$150 to \$250

Water Heater	\$150	No Change
Window Replacement	\$75	No Change
Excavation Permit	2% of \$2,500-\$100,000 1% of \$100,001- \$200,000 1/2% of \$200,000	No Change

III. FIRE PREVENTION PERMITS

<u>FIRE PERMIT DESCRIPTION</u>	<u>FEE</u>	
Access Control	\$50.00	No Change
Alarm System	\$100 per floor + \$2.00 per device	No Change
Christmas Tree Lot	\$50.00	No Change
Explosive and Blasting	\$50.00	No Change
Fixed Extinguishing System	\$75.00 per system	No Change
Flammable / Combust Liquid /	\$50.00	No Change
Fumigation / Thermal Insect Fog	\$50.00	No Change
Hydrant Flow Test	\$50.00	No Change
Liquid Petroleum Gases	\$25.00	No Change
Mechanical Trench Burn	\$200 per day	No Change
Places of Assembly	\$50.00	No Change
Sprinkler System – New	\$125 per riser / system + \$0.012 per	No Change
Sprinkler System – Remodel – Between 0-40 heads	\$50.00	No Change
Sprinkler System – Remodel – Between 41 or more heads	\$100.00	No Change
Standpipe System	\$100 per system	No Change
Tents / Canopies / Air Supported	\$50.00	No Change
Underground Sprinkler System	\$50.00	No Change
Oil and Gas Construction Permit	\$5,000.00 per well, per bore	No Change
Seismic Survey	\$1,000.00	No Change
Appeal Fee	\$300.00	No Change

IV. HEALTH & SANITARY INSPECTIONS & PERMITS

Restaurant	\$300	No Change
Convenience Store	\$300	No Change
Grocery Store	\$300	No Change
Administration Fee for Annual	\$100	No Change
Food Establishment Re-Inspection	\$120	No Change
Seasonal Vendors (i.e., snow cones, ice cream truck)	\$100	No Change
Health Complaints	\$150	No Change
OSSF- Septic Permit Package	\$410	No Change
Water Well in City Limits	\$200	No Change
Swimming Pool (Health Inspection by the County is separate fee paid to the county- For Commercial Only)	\$400 Residential/\$450 Commercial	No Change
Administrative fee for Abatement	\$250.00	No Change

V. CITY PLATTING PERMITS

Annexations	\$500.00 plus direct expenses of professional consultants for review of application and submitted material.	No Change
Concept Plan	\$500.00	No Change
Final Plat – Commercial	\$400.00 plus \$50.00 per acre plus direct expenses of professional consultants for review of application and submitted material.	No Change

Final Plat – Residential	\$400.00 plus \$10.00 per lot for the first 10 lots and \$7.00 per each additional lot plus \$20.00 per acre for acres not platted into lots plus direct expenses of professional consultants for review of application and submitted material.	No Change
Planned Development	\$1000 Per PD plus direct expenses of professional consultants for review of application and submitted materials	No Change
Plat Abandonment	\$200.00	No Change
Plat Revision	\$300.00 plus direct expenses of professional consultants for review of application and submitted material.	No Change
Plat Revision Notice	\$20.00 per Notice	No Change
Preliminary Plat – Commercial	\$700.00 plus \$50.00 per acre plus direct expenses of professional consultants for review of application and submitted material.	No Change
Preliminary Plat – Residential	\$700.00 plus \$20.00 per lot for the first 10 lots and \$7.00 per each additional lot plus \$25.00 per acre areas not platted into lots plus direct expenses of professional consultants for review of application and submitted material.	No Change

Re-Plat	\$100.00 plus \$2.00 per lot plus direct expenses of professional consultants for review of application and submitted material.	No Change
Refunding of Fees	The City Secretary may refund moneys collected as fees, if the application is withdrawn and no expenses have been incurred by the City on the applicant's behalf. Written request is required within ten (10) days by the applicant for the City Secretary to refund any inadvertent overcharges.	No Change
Resubmitted Final Plat	\$50.00 plus direct expenses of professional consultants for review of application and submitted material.	No Change
Resubmitted Preliminary Plat	\$50.00 plus direct expenses of professional consultants for review of application and submitted material.	No Change
Specific Use Permit	\$400.00 plus direct expenses of professional consultants for review of application and submitted material.	No Change

Variance	\$400 per Variance plus \$50 for each additional Variance Request within the same Application plus direct expenses of professional consultants for review of application and submitted material.	No Change
Zoning Change	\$400.00 plus direct expenses of professional consultants for review of application and submitted material.	No Change

VI. SPECIAL EVENT

Special Event Permit	\$25	No Change
Park Pavilion Deposit- Refundable	\$100	No Change
Park Pavilion Rental for Non-	\$45 for 3-hours and \$5 for each	No Change
Park Pavilion Rental for Residents	\$32 for 3-hours and \$5 for each	No Change
Farmers Market Vendor Permit	\$50	No Change

VII. UTILITY RELATED

Utility- Electric Release	Free	No Change
Utility- Water Release	Free	No Change
Utility and Pipeline Fees (Professional fees will be billed)	\$200 plus Professional Fees	No Change

VIII. TRANSPORTATION IMPACT FEES

DEVELOPMENT TYPE	MAXIMUM ACCESSIBLE FEE
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Single Family	\$3,819.69/Dwelling Unit	Increasing from \$2,828.79 to \$3,819.69 a 35.03% increase.
Multifamily	\$2,719.92/Dwelling Unit	Increasing from \$1,994.10 to \$2,719.92 a 36.40% increase.
Retail- Any and all commercial developments that will sell goods such as fast food, grocery, strip centers, Liquor Stores, or Box Stores	\$7,909.48/ 1,000 Sq. Foot	Decreasing from \$10,283.78 to \$7,909.48 a 23.09% decrease.
Basic- (Small) Any Warehouses, Industrial, Manufacturing, and storage facility buildings, that have a total area of 200,000 SQFT or less	\$525.17/1,000 Sq. Foot	Increasing from \$474.01 to \$525.17 - 10.79% increase.
Basic- (Large) Any Warehouses, Industrial, Manufacturing, and storage facility buildings, that have a total area of 200,000 SQFT or more	\$1,317.76/1,000 Sq. Foot	Increasing from \$474.01 to \$1,317.76 - 178.00% increase.
Service- Any industry developments such as banks, doctors, vets, & daycares	\$3,297.48/1,000 Sq. Foot	Increasing from \$2,653.35 to \$3,297.48 a 24.28% increase.
Parking Lots- no buildings- RV Parks and RV/Boat Storage	Short Term Parking \$500.00 per Parking Spot / Long Term Parking \$100 per Parking Spot	New Fee
Refund of Transportation Impact Fee	10% Administrative Fee for any refunds of Transportation Impact Fee	New Fee



AGENDA ITEM: 7C

CITY COUNCIL AGENDA MEMO

Prepared By: John Cabrales Jr, City Administrator

October 16, 2023

Disannexation Request

DESCRIPTION:

Receive, consider, and act on an Ordinance approving the disannexation of approximately 236.70 acres in the Smith County School Land Survey, Wise County, Texas.

BACKGROUND INFORMATION:

On September 12, 2023 the City received a letter from Shawn Boedecker, Satellite City Holdings, LLC, owner of approximately 236.70 acres in the Smith County School Land Survey, Wise County, Texas. He is requesting that the City Council consider an ordinance to disannex this property from the city limits since the, “property receives no city services or other benefits derived from the payment of property taxes”. Mr. Boedecker’s attorney, Brandon Shelby, reached out to Mayor Taylor as well. The City Administrator reached to the City Attorney and requested a response to Mr. Shelby (see attached).

Texas Local Government Code §43.144(a), allows – but does not require - the mayor and governing body of a general-law municipality to discontinue, by ordinance, an area as a part of the municipality, where (1) the area consists of at least 10 acres contiguous to the municipality; and (2) the area either is either uninhabited or contains less than one occupied residence or business structure for every two acres and fewer than three occupied residences or business structures on any one acre.

The received correspondence characterizes Satellite City Holdings, LLC’s letter as a “petition” for disannexation. Additionally, the email and letter both refer to the lack of city services received for ad valorem taxes paid. However, unlike Tex. Loc. Gov’t. Code §43.143, neither §§ 43.141 or 43.144 reference a lack of municipal services as a basis for the described disannexation process. Additionally (unlike Tex. Loc. Gov’t. Code § 43.142), § 43.144 does not rely on a “petition” brought forward by residents. Rather, § 43.144 makes the determination of whether to disannex any such qualifying properties as being discretionary and vested in the legislative authority of the City Council.

Nonetheless, it should be noted that the City does in fact provide emergency rescue and fire services to its residents, via interlocal service agreements. It likewise provides law enforcement services in this manner as well.

Staff has verified that the property is either “uninhabited or contains less than one occupied residence or business structure for every two acres and fewer than three occupied residences or business structures on any one acre” per state statute.

Staff do not recommend approval of the ordinance.

FINANCIAL CONSIDERATION:

If the property is disannexed then the City will lose the ad valorem tax and any fees associated with any future development on this property.

RECOMMENDED MOTIONS:

I move to **Approve/Deny** an Ordinance approving the disannexation of approximately 236.70 acres in the Smith County School Land Survey, Wise County, Texas.

ATTACHMENT(S):

1. Letter from Shawn Boedecker, Satellite City Holdings, LLC (Sept. 12, 2023)
2. Letter from Messer Fort (Oct. 4, 2023)
3. Ordinance 202310-04-103



Tuesday, September 12, 2023

City of New Fairview
c/o Mayor John R. Taylor
999 Illinois Lane
New Fairview, TX 76078

RE: Disannexation of Sparsely Populated Area

Dear Mr. Mayor:

As the owner of the property depicted in the attached survey (attached hereto) being approximately 236.702 Acres, Smith County School Land Survey, Wise County, Texas; AKA FM 2264, Satellite City Holdings, LLC hereby petitions the City of New Fairview to adopt an ordinance of disannexation discontinuing the area as part of the municipality.

The area contains no residents and zero residential structures. The property receives no city services or other benefits derived from the payment of property taxes. Under Texas Local Government Code §43.144:

(a) The mayor and governing body of a general-law municipality by ordinance may discontinue an area as a part of the municipality if:

(1) the area consists of at least 10 acres contiguous to the municipality; and

(2) the area:

(A) is uninhabited; or

(B) contains fewer than one occupied residence or business structure for every two acres and fewer than three occupied residences or business structures on any one acre.

(b) On adoption of the ordinance, the mayor shall enter in the minutes or records of the governing body an order discontinuing the area. The area ceases to be a part of the municipality on the date of the entry of the order.

Tex. Local Gov. Code §43.144

Please place this matter on the next available City Council agenda for discussion and approval. If you have any questions, please contact Brandon Shelby, the attorney assisting us in this matter, at 214-886-3333 or at bshelby@shelbylawpllc.com. We will gladly assist in the drafting of the disannexation ordinance.

Regards,


Shawn Boedecker (Sep 13, 2023 09:08 CDT)

Shawn Boedecker, Manager
Satellite City Holdings, LLC

WISE COUNTY, TEXAS

LINDA BRYAN
CALLED 835.6 ACRES
VOL. 2222, PG. 72
O.R.W.C.T.

(N 89°26'54" E 5201.59' BY DEED)
N 89°26'49" E 5203.30'

236.824 ACRES
10,316,056 SQ. FT.

THE JAMAL & FAMILY PROPERTIES, LP
CALLED 236.702 ACRES
VOL. 1574, PG. 493
O.R.W.C.T.

ALVIN B. CARTER AND LEQUETA JOYCE CARTER,
AS TRUSTEES FOR THE ALVIN B. CARTER AND LEQUETA JOYCE CARTER
RETIRED TRUST
CALLED 240 ACRES
VOL. 1578, PG. 157
O.R.W.C.T.

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	1960.00'	405.41'	404.68'	N 05°00'28" E	11°51'04"
PER PLAT	404.76'	404.76'	404.04'	N 05°00'46" E	

LEGEND
PROPERTY LINE
EASEMENT LINE
FENCE
WOOD FENCE
CHAIN LINK FENCE
CONCRETE
OVERHEAD UTILITIES
ELECTRIC METER
ELECTRIC METER FOUND
WATER METER
CONCRETE

THE COMPLETE LAND TITLE SURVEY SHOWN HEREON COMPRISES 2 PAGES
AND "PAGE 2" ACCOMPANIES AND IS ATTACHED HERETO BY THIS REFERENCE.



GRAPHIC SCALE IN FEET: 1" = 400'

NOTE:
LEGEND IS TYPICAL, NOT ALL ITEMS IN LEGEND
APPEAR IN DRAWING.

LAND TITLE SURVEY

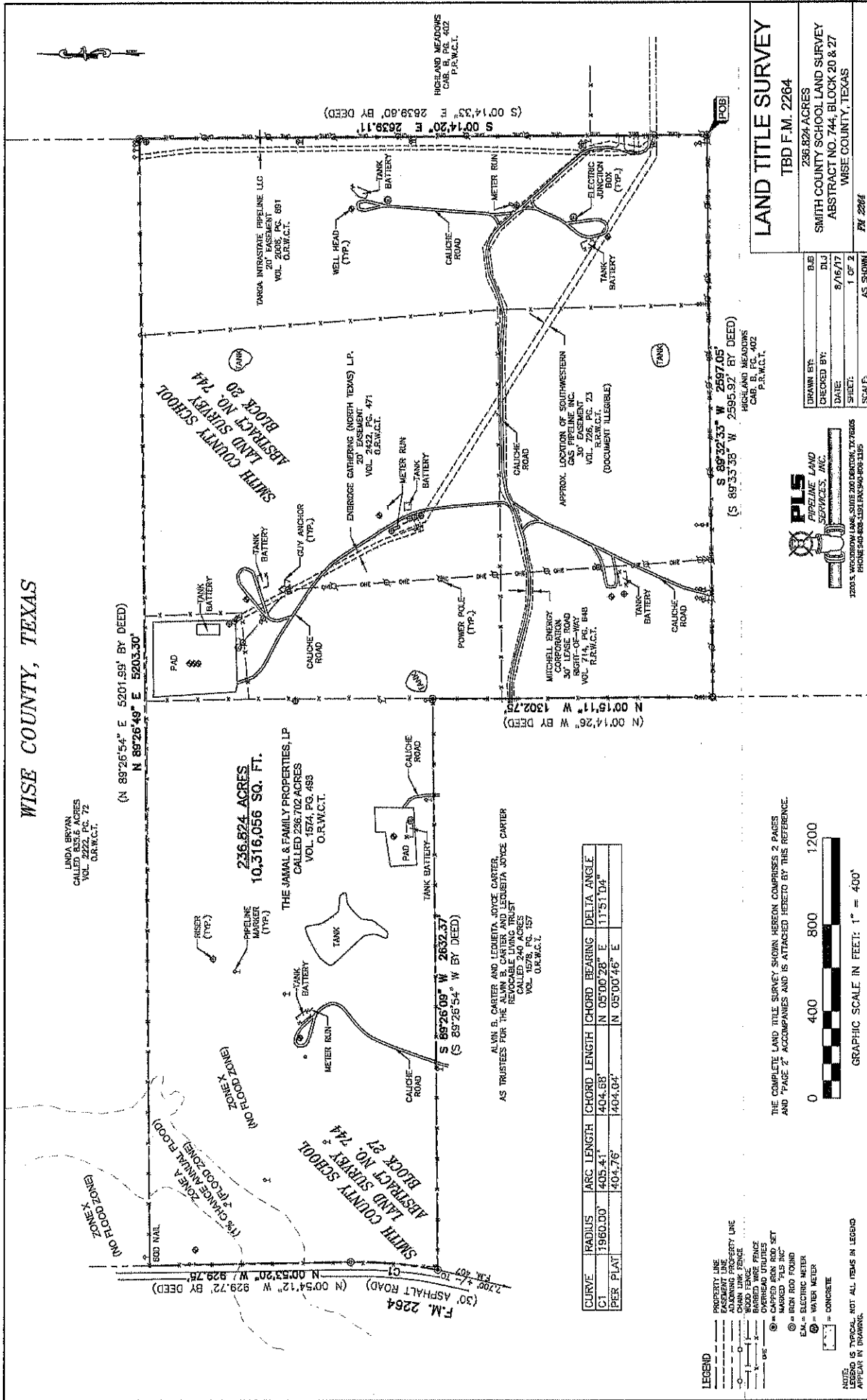
TBD F.M. 2264

236.824 ACRES
SMITH COUNTY SCHOOL LAND SURVEY
ABSTRACT NO. 744, BLOCK 20 & 27
WISE COUNTY, TEXAS

DATE	SHEET	SCALE
9/16/17	1 OF 2	AS SHOWN



PLS
PIPELINE LAND
SERVICES, INC.
12024 WOODBROW LANE, SUITE 200 DENTON, TX 76205
PHONE 940-808-1021 FAX 940-808-1305



(S 00°14'33" W 2639.11'
S 00°14'20" E 2639.11'
(S 00°14'33" W 2639.80' BY DEED)

(S 89°33'36" W 2595.92' BY DEED)
S 89°32'35" W 2697.05'
HIGHLAND MEADOWS
CAR. B. PG. 402
P.R.W.C.T.

(N 00°14'26" W BY DEED)
N 00°19'11" W 1302.75'
MICHHELL ENERGY SERVICES INC.
307 LEASE ROAD
RIGHT-OF-WAY
VOL. 714, PG. 648
P.R.W.C.T.

(S 89°26'09" W 2632.57'
S 89°26'54" W BY DEED)

(N 00°54'12" W 929.72' BY DEED)
N 00°53'20" W 929.78'
F.M. 407
2,700'

(S 89°26'54" E 5201.59' BY DEED)
N 89°26'49" E 5203.30'



MESSER ★ FORT

THE MUNICIPAL LAW FIRM

FRISCO | DALLAS | AUSTIN | ABILENE



October 4, 2023

Via email at BShelby@shelbylawpllc.com

Brandon Shelby, Esq.
Shelby Law, PLLC
515 N Travis St.
Sherman, TX 75090

Re: Request for Disannexation of Property from municipal boundaries

Dear Mr. Shelby,

The City of New Fairview Mayor, John T. Taylor, is in receipt of your and your client Satellite City Holdings, LLC's correspondence, requesting that the City approve an ordinance disannexing approximately 236.702 Acres of land within the City's municipal boundaries, pursuant to Tex. Loc. Gov't. Code §43.144.

Texas Local Government Code §43.144(a), allows – but does not require - the mayor and governing body of a general-law municipality to discontinue, by ordinance, an area as a part of the municipality, where (1) the area consists of at least 10 acres contiguous to the municipality; and (2) the area either is either uninhabited or contains less than one occupied residence or business structure for every two acres and fewer than three occupied residences or business structures on any one acre.

The received correspondence characterizes Satellite City Holdings, LLC's letter as a "petition" for disannexation. Additionally, the email and letter both refer to the lack of city services received for ad valorem taxes paid. However, unlike Tex. Loc. Gov't. Code §43.143, neither §§ 43.141 or 43.144 reference a lack of municipal services as a basis for the described disannexation process. Additionally (unlike Tex. Loc. Gov't. Code § 43.142), § 43.144 does not rely on a "petition" brought forward by residents. Rather, § 43.144 makes the determination of whether to disannex any such qualifying properties as being discretionary and vested in the legislative authority of the City Council.

Nonetheless, it should be noted that the City does in fact provide emergency rescue and fire services to its residents, via interlocal service agreements. It likewise provides law enforcement services in this manner as well. It also provides various other services, which may or may not benefit your client.



MESSER ★ FORT

THE MUNICIPAL LAW FIRM

FRISCO | DALLAS | AUSTIN | ABILENE

The Mayor has advised that he will bring this matter before City Council to determine whether they wish to consider an ordinance, which may be the second October meeting or possibly the first November meeting. Please feel free to contact me if you have any additional questions regarding this matter.

Very truly yours,

Roberta B. Cross

Roberta B. Cross

Cc: John T. Taylor, Mayor
Steven King, Mayor Pro Tem
John Cabrales, Jr., City Administrator

ORDINANCE NO. 202310-04-103

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NEW FAIRVIEW, TEXAS DISANNEXING A SPARSELY POPULATED AREA PROPERTY ID 747298 COMPRISED OF 236.70 ACRES FROM THE CITY OF NEW FAIRVIEW, TEXAS AND ALTERING THE BOUNDARIES OF THE CITY TO EXCLUDE SAID AREA.

WHEREAS, certain sparsely populated areas in Texas general law cities may be disannexed by ordinance pursuant to Texas Local Government Code, Sec. 43.144; and

WHEREAS, a sparsely populated area in said statute is defined as an area consisting of at least ten acres contiguous to the city, such area being uninhabited or containing fewer than one occupied residence or business structure for every two acres and fewer than three occupied residences or business structures on any one acre; and

WHEREAS, the City Council of the City of New Fairview, Texas, has determined that the 236.70-acre tract of land, more or less, described herein meets the description of a sparsely populated area within the City limits; and

WHEREAS, the City Council deems it in the best interest of the City to discontinue such area as a part of the City of New Fairview, Texas.

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

1. The matters and facts set forth in the preamble are hereby found to be true.
2. The 236.70-acre area described herein, and further described in the survey and field notes attached hereto as Exhibit A, is hereby disannexed from the City of New Fairview, Texas, and the boundary limits of the City are hereby amended to exclude said 236.70-acre area from the city limits and the same shall hereafter be excluded from the territorial limits of the City.
3. The City of New Fairview, Texas, City Secretary shall file with the Wise County Clerk and other appropriate officials and agencies, as required by state and federal law and city annexation and disannexation procedures, a certified copy of this ordinance.
4. The Mayor of the City of New Fairview, Texas, shall, upon the adoption of this ordinance, enter in the minutes or records of the City of New Fairview, Texas, an order discontinuing the 236.70-acre area described herein, and the area shall cease to be a part of the City on the date of entry of the order.

PASSED, APPROVED and ADOPTED this the 16th day of October, 2023.

John Taylor
MAYOR

ATTEST:

Brooke Boller
CITY SECRETARY

STATE OF TEXAS
COUNTY OF WISE

)
)
)

CITY OF NEW FAIRVIEW, TEXAS

ORDER DISCONTINUING 236.70 ACRE AREA

COMES NOW John Taylor, the Mayor of the City of New Fairview, Texas, pursuant to Texas Local Government Code, Sec. 43.144(b), and enters into the minutes or records of the City Council of the City of New Fairview, Texas this Order discontinuing from the city limits of the City of New Fairview, Texas, the 236.70 acre area described in the survey and field notes marked "Exhibit A" in Ordinance Number 202310-04-103 of the City Council of the City of New Fairview, Texas, disannexing a sparsely populated area comprised of 236.70 acres from the City of New Fairview, Texas and altering the boundaries of the city to exclude said area, a copy of said ordinance being attached hereto.

Signed and entered this 16 day of October, 2023.

CITY OF NEW FAIRVIEW, TEXAS

John Taylor
MAYOR

ATTEST:

Brooke Boller
CITY SECRETARY

“Exhibit A”



CITY COUNCIL AGENDA MEMO

Prepared By: John Cabrales Jr, City Administrator

October 16, 2023

City Council Procedures and Decorum Policy

DESCRIPTION:

Receive, consider, and act on a Resolution amending Resolution 202211-03-104 and the City Council Procedures and Decorum Policy to include prayer/invocation to City Council meetings.

BACKGROUND INFORMATION:

On June 1, 2020, the Council passed "The New Fairview City Council Procedures & Decorum Policy" (Resolution 2020-17-107). This Policy was updated on May 17, 2021, and November 21, 2022 (Resolution #202211-03-104). The Policy was designed to ensure effective and efficient governance, and addresses Mayor and Council relations, Council and Staff relations, and Council and media relations. The policy also addresses procedures for adding items onto meeting agendas, and structure and procedures of the meetings.

Mayor Taylor would like to add a prayer/invocation at the beginning of City Council meetings. Mayor Taylor has researched and found that most cities in our area have a prayer/invocation as part of their City Council meetings. He plans to invite different faiths to give the prayer/invocation at the beginning of meetings. He also plans on inviting other groups such as the Boy Scouts, Girls Scouts, and public safety professionals to give the prayer/invocation.

Because there are First Amendment implications to having prayer/invocation at public meetings, it is best to have a Council discussion and vote on amending the New Fairview City Council Procedures & Decorum Policy to adding Prayer/Invocation to Sec. 1-140 "Order of Business."

FINANCIAL CONSIDERATION:

None

RECOMMENDED MOTIONS:

I move to **Approve/Deny** a Resolution amending Resolution amending Resolution 202211-03-104 and the City Council Procedures and Decorum Policy to include prayer/invocation to City Council meetings.

ATTACHMENT(S):

1. Resolution 202310-02-101



**CITY OF NEW FAIRVIEW, TEXAS
RESOLUTION 202310-02-101**

A RESOLUTION OF THE CITY OF NEW FAIRVIEW, TEXAS, AMENDING RESOLUTION 2020-17-107, RULES FOR MEETINGS OF THE CITY COUNCIL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of New Fairview, Texas is a Type A general-law municipality located in Wise and Denton Counties, created in accordance with the provisions of Chapter 6 of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the City Council adopted the “Procedures and Decorum Policy” on June 1, 2020 by Resolution 2020-17-107; and

WHEREAS, the City Council amended this Policy on November 21, 2022 (Resolution 202211-03-104); and

WHEREAS, the City Council finds it appropriate to now amend Resolution 202211-03-104, by adding Prayer/Invocation to Sec. 1-140 “Order of Business” for council meetings and allow the Chair of the meeting the ability to change the order of the agenda.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NEW FAIRVIEW, TEXAS, THAT:

SECTION 1. That the City Council hereby amends Resolution 202211-03-104, the “City Council Procedures and Decorum Policy”, so that Prayer/Invocation will be added to Sec. 1-140 “Order of Business” for council meetings and allow the Chair of the meeting the ability to change the order of the agenda, which is attached hereto and incorporated herein as Exhibit "A".

SECTION 2: This Resolution shall take effect immediately upon its passage, as provided by law.

PRESENTED AND PASSED on this 16th day of October 2023, at a regular meeting of the New Fairview City Council.

JOHN TAYLOR, Mayor

ATTEST:

BROOKE BOLLER, City Secretary

Exhibit "A"

The New Fairview Procedures and Decorum Policy



AGENDA ITEM: 7E

CITY COUNCIL AGENDA MEMO

Prepared By: John Cabrales Jr, City Administrator

October 16, 2023

Parks and Recreation Board Appointment

DESCRIPTION:

Receive, consider, and act on appointing members to the Parks and Recreation Board and the Keep New Fairview Beautiful Committee.

BACKGROUND INFORMATION:

On February 6, 2023, the City Council approved an Ordinance (202302-01-103) creating a Parks and Recreation Board and Keep New Fairview Beautiful Committee. The Board is an advisory body to the City Council and staff regarding the recreational needs of the community including developing plans for future recreation programs, facilities, and areas; recommending policies to carry out recreational programs and initiatives; reviewing maintenance of recreation facilities; recommending funding for recreation facilities; and informing the public of recreation opportunities or needs.

The board will also serve as the Keep New Fairview Beautiful Committee and will make recommendations on issues related to community appearance, beautification, the environment, and entrances into the City. This Committee can assist the City in becoming an affiliate of Keep Texas Beautiful (KTB) (<https://ktb.org/>). KTB affiliates are qualifying cities, counties and/or communities that work with KTB to educate and engage Texans to take responsibility for improving their communities. Affiliates are the volunteers who organize local cleanups, design, and implement recycling programs, and educate local populations. KTB also has numerous resources available to affiliates such as grant and funding opportunities, youth programs, assistance with special clean up events.

The Ordinance creates for four members and one alternate to serve two-year terms with staggered terms for the initial appointment on the creation of this board.

Sec. 10.03.002. Members and Terms

The City Council shall appoint a Parks and Recreation board of five members and one alternate member.

- (a) Members of the Parks and Recreation Board shall be residents and qualified voters of the city.
- (b) Members, including alternate members, shall be appointed by the City Council for a term of two (2) years, provided however, that two (2) members and the alternate member shall be initially appointed for a term of one (1) year, with those terms being for two (2) years thereafter.
- (c) If a replacement has not been designated by the end of a member's term, that members shall continue serving until a successor is appointed.
- (d) In the event of a vacancy, the City Council shall appoint a member to serve for the unexpired term. The City Council may remove any member from the Board.

Staff created a flier and placed information on the website and social media informing the public of this board and encouraging residents to apply for consideration of appointment onto this board. There currently are two vacancies on this Board. Attached is the application received from Patricia Briscoe.

<u>Board Members</u>	<u>Place</u>	<u>Term</u>
Deborah Greene	Place 1	(March 2024)
Jenifer Kozlowski	Place 2	(March 2025)
Julie Burger	Place 3	(March 2024)
John Rodriguez	Place 4	(March 2025)
Vacant	Place 5	(March 2025)
Vacant	Alternate	(March 2024)

FINANCIAL CONSIDERATION:

None

RECOMMENDED MOTIONS:

I move to **Approve/Deny** the appointment of Patricia Briscoe to the Parks and Recreation Board, and the Keep New Fairview Beautiful Committee, to Place _____.

ATTACHMENT(S):

- 1. Application(s)
 - a. Patricia Briscoe