



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** February 25, 2019

SUBJECT: Consider Ordinance No. 3569 amending Appendix A, Fee Schedule, of the City of North Richland Hills Code of Ordinances, to adjust fees for the issuance of permits and building inspections, fees related to parks and recreation activities, registration fees for certified pool operators, and other staff proposed fee changes.

PRESENTER: Glenn Mizell, Assistant Director of Finance

SUMMARY:

City Council is requested to consider proposed changes to the City of North Richland Hills Code of Ordinances Appendix A, Fee Schedule, to adjust fees for the issuance of permit and building inspections, to incorporate fees for the newly constructed Barfield Pavilion and other parks and recreation activities, registration fees for certified pool operators, and other staff proposed fee changes.

GENERAL DESCRIPTION:

Several departments have recently conducted an evaluation of their associated fees. As a result, staff is proposing several changes for City Council's consideration. The proposed changes include fees for the newly constructed Barfield Pavilion at Northfield Park as well as modifications to existing fees in three areas: Permits and Inspections (Chapter 98), Consumer Health (Chapter 98), and Parks and Recreation (Chapter 62).

Permits & Inspections

Permits and Inspections staff recently conducted an analysis of their related fees. Staff recommends an increase of roughly 6% to fees related to building and other permits, mechanical fees, plumbing fees, and electrical fees. The tables that accompany this item will reflect changes in base fees both less than and greater than 6%. This is the result of rounding many of the non-variable fees to the nearest dollar. For example, a 6% increase to the building permit fee for a valuation between \$501 and \$2,000 would increase from \$33.66 to \$35.67; rounded to \$36.00. Additionally, there are fees currently recorded in Appendix A that the city no longer collects as a result of state legislation that went into effect in late 2017. These include license fees for electricians, and contractor registration fees for non-plumbing trades. The changes associated with permits and inspections are reflected in Attachment A. One additional cleanup item was reducing the height of a retaining wall in the fee schedule from 4 feet to 3 feet. This change occurred several years ago but was not correctly reflected in Appendix A.

Consumer Health

Section 98-971 outlines the duties of a certified pool operator. Subsection (g) requires that the Certified Pool Operator register with the city. At the time this section was implemented, an associated registration fee was not stated within the section, nor was Appendix A updated to reflect the fee. Section 98-661 references that the fees associated with public / semi-public aquatic facilities are reflected in Appendix A, but the Certified Pool Operation registration fee and the aquatic facility re-inspection fees are absent. Staff recommends including these fees in Appendix A, setting the Certified Pool Operator registration fee to \$21.00, and setting the aquatic facility re-inspection fee to \$55.00.

Appendix A, Table 2 Miscellaneous Building Permit Fees, currently includes a \$104 application fee for new owners/new businesses operating public or semi-public swimming pools. Other Consumer Health application fees such as the food service application fee (Section 18-193) and the child care application fee (Section 18-65) are currently set at \$106. To bring consistency to Consumer Health application fees, it is recommended that the public / semi-public application fee be increased to \$106. Similarly, the public / semi-public pool plan review fee is currently set at \$123, while the childcare facility plan review fee and the food service plan review fee are \$125. Staff suggests aligning these fees as well by setting the pool related fee to \$125.

The changes related to the Consumer Health can be found on Table 2 of Attachment A.

Parks & Recreation

In preparation for the issuance of their new catalog, Parks and Recreation has conducted an evaluation of their fees. While the majority of the fees will remain the same (Attachment B), there are a few proposed changes. Parks and Recreation staff recommends an increase in the gymnasium full and half court rentals. Currently the full court rental is \$85 per hour and the half court rental is \$58 per hour. Staff recommends revising the rental fees to \$100 per hour and \$70 per hour respectively. In addition, staff recommends that these fees be the base rate Monday through Thursday and, because of higher demand, that separate Friday through Sunday rates be implemented. The per hour Friday through Sunday rates would be \$175 for the full court and \$85 for half court.

Staff is also recommending adjustments to the gazebo rental fees. The fee for the 4-hour rental of a small gazebo is recommended to increase from \$31 to \$32. For each additional hour, the fee would also increase \$1 from \$7 to \$8. The fee for the 4-hour rental of a large gazebo is recommended to increase by \$2 from \$43 to \$45, with a \$1.25 increase for each additional hour from \$10 to \$11.25. With the completion of Northfield Park, it is also necessary to revise Appendix A to include fees for the rental of the Barfield Pavilion. Staff proposed that the 6-hour rental fee be set at \$100, with an additional fee of \$25 for each additional hour.

Proposed changes to field rental fees and adult softball fees are also presented for City Council's consideration. While the rental fee for a field, without lights, remains unchanged



at \$20, staff recommends reducing the length of the rental from 2 hours to 1 hour. For a rental that includes lights, the length of the rental would decrease from 1½ hours to 1 hour as well. The fee associated with this rental would be reduced from \$32 for 1½ hours to \$25 for a 1-hour rental. As staff has monitored field reservations, the majority of teams only utilized the field for 1 hour. This time change provides opportunities for more teams to conduct a practice that not only works for their team schedule, but allows more teams to practice after 5 p.m. The fees associated with a 10-game adult softball season are currently set at \$375. Staff is proposing a reduction in the number of games from 10 to 8, accompanied by a \$25 fee decrease. This would result in a \$350 fee for an 8-game adult softball season.

A \$5 increase to the sand volleyball rental fee, from \$15 to \$20 for two hours, is also recommended. If adopted, the proposed changes to the Parks and Recreation fees would be effective May 1, 2019, with the other fees going into effect upon publication of the ordinance as required by law.

RECOMMENDATION:

Approve Ordinance 3569, amending Appendix A, Fee Schedule.