

CITY OF JOSEPHINE, TEXAS

RESOLUTION NO. 2024-09-09

A RESOLUTION OF THE CITY COUNCIL OF JOSEPHINE, TEXAS, REPEALING RESOLUTION NO. 2023-09-11B IN ITS ENTIRETY AND ADOPTING A NEW MASTER FEE SCHEDULE FOR FISCAL YEAR 2024-2025; INCLUDING FEES FOR ADMINISTRATION, BUILDING AND DEVELOPMENT, UTILITIES, SANITATION, AND MISCELLANEOUS FEES; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JOSEPHINE, TEXAS:

SECTION 1. Resolution No. 2023-09-11-B, the Master Fee Schedule, including all exhibits, is hereby repealed in its entirety, effective September 30, 2024.

SECTION 2. Resolution No. 2024-09-09, adopting the FY 2024-2025 Master Fee Schedule including Exhibit “A”, is adopted in its entirety and will take effect on October 1, 2024.

SECTION 3. In the event of any conflict between this Master Fee Schedule and any other previously adopted regulation or policy regarding fees, the fees established by this Resolution shall prevail.

DULY PASSED by the City Council of the City of Josephine, Texas, on this 9th day of September, 2024.

ATTEST:

APPROVED BY:

Patti Brooks, City Secretary

Jason Turney, Mayor

FEE SCHEDULE – EXHIBIT “A”

The following schedule of fees is compiled from various ordinances, resolutions, etc.

ARTICLE 1 ADMINISTRATIVE SERVICES

Sec. 1.001 Returned check charge

A charge of thirty dollars (\$30.00), or the maximum permitted under state law, whichever is greater, will be imposed by the city for the collection of checks returned by the banks for the lack of funds when such checks are used in payment to the city for deposits or obligations legally owed by the issuer of the said returned checks. The city secretary will add the returned check charge to the other obligations owed to the city by the issuer of the returned checks. The same charge shall be applied to electronic funds transactions in which lack of funds prevents payment from being made.

Sec. 1.002 Photocopy Charges

Section 552.261 et seq. of the Texas Government Code allows the city to charge a reasonable fee to cover the costs of reproducing public documents for private use. The charge for reproducing such documents will be based on the following guidelines:

- (1) Reproduction Charges
 - (a) The charge for photocopies up to 8.5" x 14" will be ten cents (\$0.10) per page.
 - (b) The charge to reproduce documents larger than 8.5" x 14" will be fifty cents (\$0.50) per page, or the actual cost incurred by the city in obtaining the reproductions.
 - (c) The charge to reproduce documents stored on microfilm will be two dollars (\$2.00) per page.
 - (d) The charge to retrieve information from computer data storage banks will be computed at the rate of one hundred dollars (\$100.00) per hour of operator time.
- (2) Exception. The charges in subsection (1) do not apply to official publications normally offered to the public free of charge.
- (3) Additional charges. Requests that are for 50 or more pages will be subject to an additional fee to cover processing costs. The fee will be computed at the rate of fifteen dollars (\$15.00) per hour.

ARTICLE 2 BUILDING FEES

Sec. 2.001 Building permits; inspections

Effective October 1, 2024

*A retainer of \$1,000.00 (unless otherwise agreed upon by an Accepted Development Agreement, separate development agreement, reimbursement agreement or similar) is required with application submittal. All applications are reviewed by a 3rd party. The City of Josephine and the City Engineer will review the plans, and all expenses will be billed out as they are incurred. Once the project is complete, city staff will reconcile the final billed expenses with the retainer fee collected and any remainder will be refunded.

ITEM	ADOPTED FEES 2024-2025
LAND USE SERVICES	
Zoning Application	Actual cost of review plus 10% admin fee*
Conditional or Special Use Permit	Actual cost of review plus 10% admin fee*
Preliminary Plat Application	Actual cost of review plus 10% admin fee*
Final Plat Application	Actual cost of review plus 10% admin fee*
Replat	Actual cost of review plus 10% admin fee*
Filing Fee – County	Actual cost of review plus 10% admin fee*
Engineering Review	Actual cost of review plus 10% admin fee*
SIGNS	
Awning	\$150
Banner/Inflatable	\$50
Canopy	\$150
Projecting	\$100 (additional fee if electrical inspection is required)

	Non-illuminated Monument Wall	\$200
	Illuminated Wall	\$200
	Developer/Commercial Real Estate	\$125 annual renewal required
	Illuminated Monument	\$250
	Non-illuminated Monument	\$175
	Commercial Drive Thru/Menu Board	\$200
	Commercial On-Site Directional Signs	\$75 per sign
	Multi-Tenant Commercial Illuminated Monument	\$300
	Multi-Tenant Commercial Non-Illuminated Monument	\$250
	Developer/Commercial Real Estate Annual Renewal	\$50
	BUILDING PERMIT & INSPECTION SERVICES	
	RESIDENTIAL	
	Residential Building Permit	\$2,200
	Inspection Outside Normal Business Hours	\$125.00/ hour
	Certificate of Occupancy	\$50.00
	Re-inspection fee	\$75.00
	NON-RESIDENTIAL COMMERCIAL	
	Commercial Building Permit	Project value or Building Value Table (BVT) per ICC
	Shell Only Building/ Tenant Finish Out – Commercial; separate permit for each	
	\$1.00- \$5,000.00	\$200.00
	\$5,000.01-\$25,000.00	\$200.00 for 1 st \$5,000 & \$12.00 for each add. \$1,000
	\$25,000.01-\$50,000.00	\$440.00 for 1 st \$25,000 & \$8.48 for each add. \$1,000
	\$50,000.01- \$100,000.00	\$652.50 for 1 st \$50,000 & \$5.84 for each add. \$1,000
	\$100,000.01-\$500,000.00	\$944.00 for 1 st \$100,000 & \$5.74 for each add. \$1,000
	\$500,000.01-\$1,000,000.00	\$3,234 for 1 st \$500,000 & \$4.73 for each add. \$1,000
	\$1,000,000.01 and up	\$5,608 for 1 st \$1,000,000 & \$3.65 for each add. \$1,000
	Temporary CO-Commercial	\$100.00
	Certificate of Occupancy – Commercial	\$100.00
	Exterior Lighting Structures	\$50.00/structure
	Parking Lots	\$200.00/ 10,000 sq. ft.
	FENCES	
	Fence (new, replace, or repair > 20')	\$125
	Minor Fence Repair less than 20' total	No Fee
	GENERAL	
	Work without Permit – Investigation Fee	Double the permit fee
	Building Demolition	\$200.00
	Residential Fireworks	\$25.00
	Accessory Building (more than 120 sq. ft.)	\$225.00
	Solar Panel	\$150.00
	Mechanical	\$100.00
	Plumbing	\$100.00
	Retaining Wall	\$200.00
	Driveway/ Concrete Patio Slab	\$150.00
	CODE ENFORCEMENT	
	Administrative Fee per occurrence	\$300.00
	POOLS, SPAS, IRRIGATION	
	In-Ground Swimming Pool	\$500.00
	Spa	\$150.00
	Sprinkler System	\$150.00
	LICENSES, REGISTRATION, AND TRADES	
	Registration for unlicensed contractors	\$50.00
	Registration for state license contractors	No Fee
	Backflow Tester (annually)	\$100.00

FIRE CODE REVIEW - COMMERICAL	
Plan Review Services – New, Remodel, Addition Alterations	
Project Valuation	Fee
\$1,000.00 and less	\$50.00
\$1,001.00 - \$25,000.00	\$207.00
\$25,001.00 - \$ 50,000.00	\$347.00
\$50,001.00 - \$100,000.00	\$567.00
\$100,001.00 - \$500,000.00	\$935.00
\$500,001.00 - \$1,000,000.00	\$1,210.00
\$1,000,001.00 - \$3,000,000.00	\$1,760.00
\$3,000,001.00 - \$6,000,000.00	\$2,650.00
\$6,000,001 and up	\$2,650.00 plus \$.30 for each additional \$1,000
Inspection Services – New, Remodel, Additional Alterations	
Project Valuation	
\$1,000.00 and less	\$50.00
\$1,001.00 - \$25,000.00	\$275.00
\$25,001.00 - \$ 50,000.00	\$605.00
\$50,001.00 - \$100,000.00	\$935.00
\$100,001.00 - \$500,000.00	\$1,155.00
\$500,001.00 - \$1,000,000.00	\$1,485.00
\$1,000,001.00 - \$3,000,000.00	\$2,090.00
\$3,000,001.00 - \$6,000,000.00	\$3,135.00
\$6,000,001 and up	\$3,135.00 plus \$.30 for each additional \$1,000.00
Additional Services – Plan Review and Inspection	
Fire Sprinkler Pump	\$110.00
Water Tanks for fire prevention	\$110.00
Fire Sprinkler Inspections	\$110.00
One- and Two-Family Plan Review	\$110.00 per review
Fire Plat Review	\$110.00 per hour
Fire C/O Inspections	\$110 per address/unit

ARTICLE 3 UTILITIES

Sec. 3.001 Water and sewer fees

Effective October 1, 2024

ITEM	ADOPTED FEES 2024-2025
UTILITY SERVICES – GENERAL	
Connection Fee	\$75.00/per account
Same Day Connection Fee (less than 24 business hours of connecting service)	\$25.00
Late Charge – Residential and Commercial	\$20.00
Utility Disconnection/Reconnection Fee (shutoff for non-payment included)	\$50.00
Failed Payment Plan Fee	\$50.00
Utility Owner Deposit	\$100.00
Utility Rental Deposit	\$150.00
Fire Hydrant Deposit	\$3,000.00
Broken Meter Fee	\$500.00
Re-inspection - Site not ready when meter requested	\$50.00
Returned Payment Fee	\$30.00
Credit/Debit Card Processing Fee	3.7%
PUBLIC SAFETY -MUNICIPAL UTILITY DISTRICT ONLY	
Police	\$23.00
Fire	\$5.00
Administration	\$2.00
STANDARD WATER RATES – INSIDE CITY LIMITS	
5/8” Meter – Monthly Minimum Water Bill (Includes 0-3,000 Gallons of Water)	\$44.43
1” Meter – Monthly Minimum Water Bill (Includes 0-3,000 Gallons of Water)	\$71.18
1.5+” Meter – Monthly Minimum Water Bill (Includes 0-3,000 Gallons of Water)	\$97.57
Water Usage Between 3,001-10,000 Gallons of Water	\$7.59 per 1,000 gallons
Water Usage Between 10,001-20,000 Gallons of Water	\$9.11 per 1,000 gallons
Water Usage Over 20,001 Gallons of Water	\$9.95 per 1,000 gallons
STANDARD WATER RATES – MUD/ OUTSIDE CITY LIMITS	
5/8” Meter – Monthly Minimum Water Bill (Includes 0-3,000 Gallons of Water)	\$48.88
1” Meter – Monthly Minimum Water Bill (Includes 0-3,000 Gallons of Water)	\$85.55
1.5+” Meter – Monthly Minimum Water Bill (Includes 0-3,000 Gallons of Water)	\$121.16
Water Usage Between 3,001-10,000 Gallons of Water	\$8.52 per 1,000 gallons
Water Usage Between 10,001-20,000 Gallons of Water	\$10.22 per 1,000 gallons
Water Usage Over 20,001 Gallons of Water	\$11.17 per 1,000 gallons
STANDARD WATER RATES – MULTI METER	
Monthly Minimum Water Bill (Includes 0-3,000 Gallons of Water)	\$85.55
Water Usage Between 3,001-10,000 Gallons of Water	\$8.52 per 1,000 gallons
Water Usage Between 10,001-20,000 Gallons of Water	\$10.22 per 1,000 gallons
Water Usage Over 20,001 Gallons of Water	\$11.17 per 1,000 gallons
INSTITUTIONAL/CISD WATER RATES	
Institutional Water Usage over 0 gallons of Water	\$9.95 per 1,000 gallons
CISD Water Usage over 0 gallons of Water	\$9.95 per 1,000 gallons
FIRE HYDRANT WATER RATES	
Monthly Minimum Water Bill	\$109.27
Water Usage Over 0 Gallons of Water	\$15.91 per 1,000 gallons
WATER – TAP FEES	
Residential Tap Fee (5/8” – 1.5”) without bore	\$2,500
2” or greater Residential Tap Fee without bore	125% actual cost plus “5/8” cost

	Commercial Tap Fee without bore	Goes through Engineer
	Water/Sewer Bore Fee	Actual cost pass-through to customer
	Bore Inspection Fee	\$200
	STANDARD SEWER RATES – INSIDE CITY LIMITS	
	Monthly Minimum Sewer Bill (Included 0-1,000 gallons)	\$27.80
	Sewer Usage Between 1,001- 5,000 Gallons of Water	\$2.94 per 1,000 gallons
	Sewer Usage Between 5,001- 9,899 Gallons of Water	\$3.30 per 1,000 gallons
	Maximum Monthly Sewer Bill	\$55.72
	STANDARD SEWER RATES – MUD/OUTSIDE CITY LIMITS	
	Monthly Minimum Sewer Bill (Included 0-1,000 gallons)	\$32.11
	Water Usage Between 1,001- 5,000 Gallons of Water	\$3.39 per 1,000 gallons
	Water Usage Between 5,001- 9,899 Gallons of Water	\$3.81 per 1,000 gallons
	Maximum Monthly Sewer Bill	\$64.33
	INSTITUTIONAL/CISD SEWER RATES	
	Institutional Sewer Usage over 0 gallons of Water Usage	\$10.85 per 1,000 gallons
	CISD Sewer Usage over 0 gallons of Water Usage	\$10.85 per 1,000 gallons
	SEWER – TAP FEES	
	Residential Tap Fee (5/8” – 1.5”)	\$ 2,500
	2” or greater Residential Tap Fee without bore	125% actual cost plus “5/8” cost
	Commercial Tap Fee without bore	Goes through Engineer
	Water/Sewer Bore Fee	Actual cost pass-through to customer
	Bore Inspection Fee	\$200

ARTICLE 4 GARBAGE COLLECTION

Sec. 4.001 and 4.003 Garbage Collection

Effective October 1, 2024

GARBAGE COLLECTION SERVICES		ADOPTED FEES 2024-2025
	Inside City Limits – 96-Gallon cart	\$23.01/month*
	Outside City Limits/MUD – 96-Gallon cart	\$25.01/month*
	Additional 96-Gallon Cart	\$10.00/month each cart*
	Dumpster – 2 cubic yards x 1 week	\$135.03*
	Dumpster – 3 cubic yards x 1 week	\$147.46*
	Dumpster – 4 cubic yards x 1 week	\$172.10*
	Dumpster – 6 cubic yards x 1 week	\$216.83*
	Dumpster – 8 cubic yards x 1 week	\$249.30*
	Dumpster – 8 cubic yards x 2 week	\$467.10
	Special Services (locks, casters and enclosures) per pickup	\$38.00*
	Residential Special Pick Up	\$30.00*
	Additional Dumpster pick up	Actual cost of service plus 10% admin fee
	Container Overage Fee	\$75.00*

Any container size larger than 8 cubic yard will be the actual cost billed plus 10% or billed directly from the trash company.

The amount listed does not include tax – tax multiplier of 0.0775 (or current sales tax rate if changed) will be added unless tax exempt

Sec. 4.002 Use of City Dumpster

City dumpsters maintained at the sewer plant shall be available for use by City residents for a non-prorated charge as follows:

- a) Pickup truck or car - \$30.00
- b) Trailers up to 16' in length - \$60.00
- c) Trailers over 16' in length - \$150.00

Residents may obtain a permit for use of the dumpsters upon presentation of a current water bill stub and payment of the required fee at City Hall. No batteries, paint, tires, or hazardous chemicals may be disposed of in a city dumpster. Dumpsters can only be used Monday – Friday between the hours of 8:30 a.m. and 3:30 p.m.

CITY OF JOSEPHINE, TEXAS

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF JOSEPHINE, TEXAS, REPEALING RESOLUTION NO. 2024-09-09 IN ITS ENTIRETY AND ADOPTING A NEW MASTER FEE SCHEDULE FOR FISCAL YEAR 2025-2026; TO ADD ARTICLE 5 – COMMUNITY CENTER RENTAL FEES; PROVIDING FOR A REPEALER CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JOSEPHINE, TEXAS:

SECTION 1. Resolution No. 2024-09-09, the Master Fee Schedule, including all exhibits, is hereby repealed in its entirety, effective April 13, 2025.

SECTION 2. Resolution No. 2025-04-14-A, adopting the FY 2025-2026 Master Fee Schedule including Exhibit “A”, is adopted in its entirety and will take effect on April 14, 2025.

SECTION 3. In the event of any conflict between this Master Fee Schedule and any other previously adopted regulation or policy regarding fees, the fees established by this Resolution shall prevail.

DULY PASSED by the City Council of the City of Josephine, Texas, on this 14th day of April 2025.

ATTEST:

APPROVED BY:

Patti Brooks, City Secretary

Jason Turney, Mayor

EXHIBIT "A"

ARTICLE 5 COMMUNITY CENTER RENTALS

Sec. 5 Community Center Rentals

Effective April 14, 2025

COMMUNITY CENTER RENTAL	ADOPTED FEES APRIL 14, 2025
Rental Deposit	\$150.00
Josephine Utility Customers	\$50.00 per 4 hours
Non-Josephine Utility Customers	\$150.00 per 4 hours
Josephine HOA's	\$75.00 per meeting
Non-returned or lost key	\$100.00
Damages that exceed the deposit	Actual cost of repairs

*Please note that while some organizations may not be charged a rental fee for using the facility, all rental reservations are still required to submit a signed policy agreement and deposit.

Event Security Staffing Requirements

Depending on the type of event, security may be required.

An off-duty police officer must be hired if instructed. A Josephine officer can be requested if needed; however, availability is not guaranteed.