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## **AGENDA**

**The Center City Council will meet in Regular Session on Monday, September 23, 2019 at 5:00 p.m. in Council Room at Center City Hall. The following items are on the agenda for appropriate action:**

- I. Welcome Guests and Visitors.**
- II. Approval of Minutes:**
  - A. Regular Meeting on September 9, 2019.
- III. Discuss Consider and Action on the Following:**
  - A. Ordinance 2019-13 Adopting the Fiscal Year 2020 Budget.
  - B. Ordinance 2019-14 Adopting Tax Rate & Levy for Fiscal Year 2020.
  - C. Ordinance 2019-15 Establishing Rates & Fees for Fiscal Year 2020.
  - D. Ordinance 2019-16 Amending Budget for Fiscal Year 2019.
  - E. Approve Temporary Street Closures for CHS Homecoming Parade.
  - F. Appointments:
    1. Shelby County Appraisal District Board Members.
- IV. Items of Interest from Council and City Manager and Citizens – No Action Items.**
  1. Doo Dah Parade – September 25, 2019 at 4:00 pm.
  2. East Texas Poultry Festival – October 4, 5, & 6, 2019.
- V. Executive Session**

Consider entering executive session for legal consultation with the City Attorney and discussion of pending litigation, personnel matters and land acquisition with possible action related thereto upon reconvening in open session in accordance with Government Code Section 551.071, 551.072 and 551.074
- VI. Adjournment.**

## MEMORANDUM

TO: Mayor and City Council

FR: Chad D. Nehring, City Manager



Date: September 20, 2019

RE: Agenda Comments for Regular Meeting of September 23, 2019

### REGULAR MEETING AGENDA:

#### III.A. Ordinance 2019-13 – Adopting Fiscal Year 2020 Budget

This ordinance adopts the presented budget by fund allocations and component units (EDCs) in accordance with the much larger budget book which serves as the City's annual financial plan. Staff has worked hard on preparing this underlying document this year to enhance sections related to the current and recent capital projects, the Council's strategic planning sessions for future activities and particularly page 64 which succinctly presents the distinct resources and their allocation to the governmental activities in attempts to further explain use of property taxes. Overall, this is a modest budget, with no dramatic abnormalities, problem issues or systemic changes. The economic appears neither bleak nor with anticipation of unusual growth, generating forecast estimates as predominately flat. Enterprise fund operations are presented with slight decreases while governmental activities are projected at a 2% increase in both revenues and expenditures. This budget accounts for increased debt service payments for ongoing capital program funding as detailed beginning on page 137, and similarly this financial plan does not jeopardize the City's position relative to fiscal metrics identified as strengths in the most recent bond rating review. Staff further attempted to adapt some allocations to address identified Council priorities of enhanced downtown facility maintenance and abandoned structure demolition, which are anticipated to be developed from the continued strategic planning retreat last month. Finally, there are some policy recommendations included that are recommended, specifically a return to the 25% standard for unreserved fund balance and formalizing current level of authority within the purchasing policy.

#### III.B. Ordinance 2019-14 – Adopting Tax Rate and Levy for Fiscal Year 2020

This is the annual ordinance following the adoption of the budget to establish the property tax rate necessary to sustain the adopted budget. The calculated rate for this year is \$0.61/\$100. This represents an increase from the current rate of \$0.60/\$100 but remains well below the rollback rate. This ordinance also ratifies the continuation of all existing residential homestead exemptions.

III.C. Ordinance 2019-15 – Establishing Rates and Fees for Fiscal Year 2020

This also is the annual ordinance for any adjustments to rates, fees and charges to sustain the budget as adopted. These changes represent slight increases in utility charges for water (3%), sewer (4%) and solid waste (2%) estimated as adjustment necessary for increase in solid waste contractual services and weaker sales volume of water/sewer. Other items of adjustment do include slight increases in youth league registration fees and revised rates for carnivals/downtown electrical to reflect the actual costs of the services required and provided. Also included is a new recommended fee for temporary street closure activities requiring police assistance and/or traffic control that has previously had no charge.

III.D. Ordinance 2019-16 – Amending Budget for FY19

This is also the annual ordinance to formally modify the current year budget for prior changes and adjustments approved by Council or in some instance, but not this year, to accommodate for unexpected economic changes impacting the annual revenues or expenditures. This action is not to reconcile actual financial activity, only to ensure the final budget is legally changed to provide authorization for levels of expenditure. This year, the only need for formal amendment is related to enhanced capital/maintenance spending on the sprayground and Library roof previously approved by Council. These expenditure increases are capable while maintaining a balanced budget for this current year with recognition that sales tax revenues have exceeded original budget. With other funds within original expenditure budgets, there are no other amendments required this year.

III.E. Approve Temporary Street Closures for CHS Homecoming Parade, October 12<sup>th</sup>

This is the annual request for street closures related to a homecoming parade in downtown. While this is the same request and no changes in the request for assistance or street closures, this year is different in that some sections of the proposed route will likely be detoured or impassable due to contractor's construction schedule on the Downtown Renovation Project. Approval could simply be with condition that route remain flexible, as needed, to ensure safety of participants as surface conditions downtown may warrant. The most likely route adaptation may need to include entering the inside/parking area at the old fire station entrance and proceeding inside the square, rather than on Austin and San Augustine St. if the interior is passable at that intersection. Upon approval, staff will submit the required request to TXDoT for permission of these temporary closures.

III.F. Appointments: Shelby County Appraisal District Board of Directors

Currently the Mayor and John Howard, past chair, serve as the City's appointees to this Board.

#### IV. Items of Interest

1) Poultry Festival and Related Events

2) Downtown Revitalization Project

As demolition work was delayed with plan detail alterations from value engineering, material deliveries and finalizing paperwork, the contractor and City agreed to postpone demolition until Oct 6<sup>th</sup> following Poultry Festival rather than have one week of demolition and hazardous conditions.

3) Henrietta Elevated Tank Renovation

Contractor has delivered equipment and initiated preparations for shielding to allow for sandblasting and repainting of this tank.

**MINUTES OF THE CITY OF CENTER  
CITY COUNCIL MEETING  
REGULAR MEETING  
September 9, 2019**

The Center City Council met in a regular session on Monday, September 9, 2019 at 5:00 p.m. in the Council Chambers at Center City Hall. The meeting was open to the public. Notices were properly posted of the date, place and hour and the news media was notified. The following members were present:

David Chadwick	-	Mayor
Leigh Porterfield	-	Mayor Pro Tem
Joyce Johnson	-	Council Member
Howell Howard	-	Council Member
Jerry Lathan	-	Council Member
Terry Scull	-	Council Member
Randy Collard	-	Council Member
Chad Nehring	-	City Manager
Barbara Boyd	-	City Secretary
John Price	-	City Attorney

Guests signed the register.

**Item I. Mayor David Chadwick opened the meeting and welcomed the visitors.**

**Item II. Public Hearings:**

A. Proposed Tax Rate.

B. Proposed Budget.

There were no public comments made.

**Item III. Approval of Minutes:**

A. Regular Meeting on August 26, 2019.

Council Member Howell Howard made a motion to approve the minutes. Council Member Randy Collard seconded the motion. All voted in favor.

**Item IV. Consider Discussion and Possible Action on the following:**

A. Ordinance 2019-12 Cancelling Election. City Secretary, Barbara Boyd stated the candidates are unopposed and this Ordinance allows for the election to be cancelled and declaring unopposed candidates elected. Council member Leigh Porterfield made the motion to approve Ordinance 2019-12 Cancelling the Election. Council Member Jerry Lathan seconded the motion. All voted in favor.

B. Resolution 2019-15 Selecting Engineering Service for 2019 Texas Downtown Revitalization Grant Application. City Manager, Chad Nehring stated this resolution will authorize the selection of engineering services under the TDA requirements for an application to the Texas Department of Agriculture Downtown Revitalization/Main Street grant program for downtown sidewalk renovation. Mr. Nehring stated after committee scoring, the recommendation is to select Everitt Griffith & Associates for the engineering services. Council Member Joyce Johnson made the motion to approve Resolution 2019-15 Selecting Everitt Griffith & Associates for the Engineering Services for the 2019 Texas Downtown Revitalization Grant Application. Council Member Terry Scull seconded the motion. All voted in favor.

- C. Resolution 2019-16 Authorizing TXDoT RAMP Grant Contract. City Manager, Chad Nehring stated TXDoT has adapted its Routine Airport Maintenance Program slightly requiring this additional formal action by City Council. Mr. Nehring stated this funding significantly assists in limiting subsidy of the airport operations and allows for reimbursement of light system repairs, paving maintenance, windsock and some other routine maintenance items. Council member Howell Howard made a motion to approve Resolution 2019-16 Authorizing TXDoT RAMP Grant Contract. Council Member Joyce Johnson seconded the motion. All voted in favor.
- D. Resolution 2019-17 Designating Area and Determining Blight Conditions for Purposes of Texas Department of Agriculture Grant Application. City Manager, Chad Nehring stated this is another component of the Texas Department of Agriculture Downtown Revitalization/Main Street Grant program. Mr. Nehring stated the area designated have conditions in the vicinity that include sufficient vacant buildings, substandard sidewalks and handicapped accessibility that his area can be determined as “blighted” and therefore eligible for funding. Council Member Terry Scull made the motion to approve Resolution 2019-17 Designating Area and Determining Blight Conditions for Purposes of Texas Department of Agriculture Grant Application. Council Member Howell Howard seconded the motion. All voted in favor.
- E. Resolution 2019-18 Approve Submission of Application to Texas Department of Agriculture – Texas Capital Fund Downtown Revitalization Program Funds. City Manager, Chad Nehring stated this is another component of the Texas Department of Agriculture Downtown Revitalization grant program. Mr. Nehring stated this resolution sets the general terms for the grant application to be developed and the guidelines for the proposed construction activities. Mr. Nehring stated the maximum grant funds eligible is \$350,000 and requires a \$70,000 match for maximum scoring. Council Member Howell Howard made the motion to approve Resolution 2019-18 Approving Submission of Application to the Texas Department of Agriculture – Texas Capital Fund Downtown Revitalization Program Funds. Council Member Leigh Porterfield seconded the motion. All voted in favor.

**Item V. Items of Interest from Council and City Manager, and Citizens – No Action Items.**

1. Downtown Revitalization Project. Mr. Nehring stated the contract has started and is expected to start construction September 16<sup>th</sup>.
2. FY 2020 Budget. Mr. Nehring stated the budget has been filed and Council has received the electronic version for review.
3. Henrietta Elevated Tank Renovation. Mr. Nehring stated the work on the tank should start next week.
4. Airport Capital Improvement Project. Mr. Nehring stated the project has been authorized for redesign and rebidding and the funding still remains available for the taxiway & runway renovations.
5. Retreat Report. Mr. Nehring stated Mr. Cox has submitted a draft report and we would schedule the final presentation in a future workshop.
6. 2020 Street Program. Mr. Nehring stated staff is currently working with the City engineer to compile the recommendation to the Street EDC Board for the upcoming street program.
7. Hwy 96 Sewer. Mr. Nehring stated that engineering is progressing and the project will be ready for plan review within the next 60 days.
8. Garbage Contract. Mr. Nehring stated the current contract with Allied Waste is expiring in June and that we have received another company interested in the contract. Mr. Nehring stated if Council wants to consider other companies, staff would need to get started on the process soon.

**Item VI. Executive Session.**

Consider entering executive session for legal consultation with the City Attorney and discussion of pending litigation, personnel matters and land acquisition with possible action related thereto upon reconvening in open session in accordance with Local Government Code Section 551.071, 551.072 and 551.074.3.

**Item VII. Adjournment.** Mayor David Chadwick adjourned the meeting at 5:29 pm.

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David Chadwick, Mayor

Attest:

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Barbara Boyd, City Secretary



**ORDINANCE NO. 2019-13**

**AN ORDINANCE ADOPTING THE FY 2020 BUDGETS OF THE CITY OF CENTER, CENTER EDC AND EDC STREET IMPROVEMENTS, CENTER LOCAL GOVERNMENT CORPORATION, CAPITAL IMPROVEMENTS PROGRAM, AND THE DEBT MANAGEMENT, FUND BALANCE, PURCHASING AND INVESTMENT POLICIES**

**WHEREAS**, it is advantageous to the City of Center to adopt a 2019-2020 City budget in order that the City remain on a sound financial basis for the Fiscal Year 2020; and

**WHEREAS**, a City budget for the Fiscal Year 2020 has been proposed after considerable study and public hearing:

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CENTER:**

**Section 1.** That the budget attached as Exhibit "A" is hereby adopted as the City budget for the Fiscal Year 2020 with fund expenditure totals as follows:

<b>Fund</b>	<b>Total Expenditures</b>
General Fund	\$4,963,000
Utility Fund	\$3,878,350
Solid Waste Fund	\$1,604,800
Recreation Fund	\$171,800
Park Fund	\$280,700
Municipal Court Technology Fund	\$2,700
Municipal Court Building Security Fund	\$1,700
Seizure Fund	\$4,300
Hotel Occupancy Tax Trust Fund	\$266,800
Tax Increment Financing Fund	\$28,250
Debt Service Fund	\$1,616,600
Vehicle Replacement Fund	\$67,000
Technology Fund	\$187,900
4A Economic Development Corp.	\$295,100
4B Economic Development Corp.	\$834,500
Center Local Government Corp.	\$4,500
<b>TOTAL ALL FUNDS</b>	<b>\$13,992,300</b>

**Section 2.** That the budgets for the Tax Increment Reinvestment Zone #1, The Center Economic Development Corporation, The Center Economic Development Corporation for Street Improvements and the Center Local Government Corporation are hereby adopted as presented in the attached Exhibit "A".

**Section 3.** That the Capital Improvements Plan, incorporated into Exhibit "A" is hereby adopted to define priorities for the expenditure of funds designated for capital projects.



**Section 4.** That the City's debt management policy, the City fund balance policy, the purchasing policy, and the City investment policy are hereby adopted as presented in the attached Exhibit "A".

**Section 5.** That all ordinances or parts of ordinances in conflict herewith be, and the same are hereby, repealed to the extent of such conflict.

**Section 6.** If for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgment of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

**Section 7.** Whereas there is immediate need to adopt the budgets as set hereinabove for the public welfare and in the public interest, an emergency is created in behalf of the public peace, health, safety and general welfare, necessitating that this ordinance become effective immediately upon its passage.

**PASSED AND APPROVED** this 23<sup>rd</sup> day of September, 2019.

\_\_\_\_\_  
David Chadwick, Mayor

**ATTEST:**

\_\_\_\_\_  
Barbara Boyd, City Secretary



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Date: September 6, 2019  
To: Center City Council  
From: James P. Gibson, Asst. City Manager  
Subject: FY 2020 Budget Book

This memo is to describe some of the key changes made to the FY 2020 Budget Book. The book is near completion and will be uploaded to the cloud drive on Monday afternoon prior to the Council meeting. The budget numbers have not changed since the budget summary was presented at the last Council meeting. The printed budget book will be finished shortly and a final version should be delivered to you by next week.

Some key changes and differences include:

- The budget estimate is as of July 2019. It does not include large purchases such as the splashpad rehab or library roof replacement. The difference between the year to date actual and the FY 2019 estimate is large enough that these items could be absorbed. These will certainly be reflected in the budget actuals.
- The purchasing policy threshold requiring a Purchase Order is adjusted from \$1,000 to \$500. This is more of an administrative function over a policy outcome.
- The fund balance policy is proposed to be changed from 20% minimum to 25% and 25% optimum fund balance to 30%. The fund balance policy was adjusted in 2013-2014 to ensure compliance with bond covenants.

## **ORDINANCE NO. 2019-14**

**AN ORDINANCE FIXING THE TAX RATE AND THE TAX LEVY, AND LEVYING AD VALOREM TAXES FOR THE CITY OF CENTER, TEXAS, FOR THE FISCAL YEAR 2019-2020 UPON ALL TAXABLE PROPERTY WITHIN THE SAID CITY OF CENTER, TEXAS, IN CONFORMITY WITH THE GENERAL LAWS OF THE STATE OF TEXAS, AND REPEALING ALL ORDINANCES IN CONFLICT HEREWITH**

**WHEREAS**, the City Council of the City of Center, Texas has heretofore received the final report of the Board of Directors of the Shelby County Tax Appraisal District, wherein said Board finds and fixes the value of all property situated within the City of Center, Texas subject to ad valorem taxes, such total certified valuation of the sum **\$291,329,967**.

**WHEREAS**, in accordance with provisions of the laws of the State of Texas, the City Manager has heretofore submitted to the Mayor and the City Council a proposed budget of the revenues of the City and expenditures for the conduct planned for the fiscal year beginning October 1, 2019 and ending September 30, 2020.

**WHEREAS**, the City Council has heretofore, by ordinance, adopted the budget appropriating from ad valorem taxes;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CENTER, TEXAS:**

**Section 1.** That there shall be and is hereby levied for the year 2019-2020 and ordered to be collected a tax of \$0.61 on each and every \$100.00 of the assessed valuation of all property of every description subject to taxation within the corporate limits of the City of Center, such tax being derived as follows:

\$0.353166 for the purposes of maintenance and operation, and \$0.256834 for the payment of principal and interest on debt of this city, for a total of \$0.61; and that said tax so levied shall be distributed and apportioned as follows: For the payment of current expenses for the year October 1, 2019 and ending September 30, 2020 of the City government of the City of Center, on each and every \$100.00 worth of property situated within the corporate limits of the City of Center, and subject to taxation, a tax of \$0.61.

**Section 2.** That for any and all delinquent taxes collected for any year prior to 2019, the City Manager is authorized to deposit these delinquent taxes to the general government fund for whatever use is deemed necessary and proper by the City Council.

**Section 3.** The Shelby County Tax Appraisal District is hereby directed to enter upon the tax rolls of the City of Center, Texas, for the current taxable year, the amount and rates herein levied, and to keep correct account of same, and the taxes herein levied shall be collected as provided by the ordinances of the City of Center, Texas, and the laws of the State of Texas; and when so collected, same shall be distributed in accordance with ordinance.

**Section 4.** The City hereby recognizes and grants the following exemptions at the values stated in accordance with the laws of the State of Texas:

Age 65 and over	\$5,000 Homestead
Disabled veteran	State allowance (per disability)
Resident homeowners	20% discount of homestead only

**Section 5. State Required Mandatory Language.** This tax rate will raise more revenue from property taxes than last year's budget by an amount of \$76,625, which is a 4.47 percent increase from last year's tax rate. The property tax revenue to be raised from new property added to the tax roll this year is \$12,142.

This tax rate will raise more taxes for maintenance and operations than last year's tax rate.

The tax rate will effectively be raised by 5.60 percent and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$10.10

**Section 6.** All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed. This ordinance shall be and remain in full force and effect from and after its passage and approval by the City Council of the City of Center, Texas.

**PASSED AND APPROVED** this 23<sup>rd</sup> day of September, 2019.

\_\_\_\_\_  
David Chadwick, Mayor

**ATTEST:**

\_\_\_\_\_  
Barbara Boyd, City Secretary

**ORDINANCE NO. 2019-15**

**AN ORDINANCE PROVIDING FOR THE ESTABLISHMENT OF THE RATES FOR CITY WATER, SEWER, AND GARBAGE SERVICES AND OTHER RATES AND FEES CHARGED BY THE CITY TO BE EFFECTIVE OCTOBER 1, 2019**

**WHEREAS**, it is in the best interest for the health, safety, and welfare of the citizens of the City of Center that the City's water and sewer utility services for its residents, businesses, and customers be revised from time to time to meet operational obligations and maintain a sound financial position; and

**WHEREAS**, the City Council is responsible for establishing rates and fees for services in various departments to be charged to customers for various services;

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

- Section 1: The attached Exhibit "A", entitled City of Center Rates and Fees, is hereby adopted and approved as if incorporated herein in its entirety.
- Section 2: The rates and fees adopted are to be effective beginning October 1, 2019 and remain in full force and effect until amended or modified by action of the City Council.
- Section 3: This ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Center, and this ordinance shall not operate to repeal or affect any such other ordinances except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of this ordinance, in which event such conflicting provisions, if any, in such other ordinance are hereby repealed.
- Section 4: If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional, such holding shall not affect the validity of the remaining portions of this ordinance.
- Section 5: This ordinance shall become effective after its approval and proper publication, in accordance with the City Charter and State law.

**PASSED AND APPROVED THIS 23<sup>rd</sup> DAY OF SEPTEMBER, 2019.**

ATTEST:

\_\_\_\_\_  
David Chadwick, Mayor

\_\_\_\_\_  
Barbara Boyd, City Secretary

**City of Center  
Rates and Fees  
Effective October 1, 2019**

**A. WATER RATES**

**1. Monthly Minimum Charge:**

METER SIZE	Residential/Commercial	Small Industrial/Manufacturer 200,000 gal. incl.	Wholesale 50,000 gal. incl.	Large Industrial/Manufacturer 5,000,000 gal. incl.	Industrial/Manufacturer Supplemental Meter Charges at Same Facility
5/8	12.30				
3/4	12.30				
1	17.30				
1.5	25.65				
2	34.75	850	275	12,875	50
3	52.00	950	370	13,150	145
4	69.50	1,100	525	13,550	325
6	104.00	1,425	815	14,100	610
8		1,850	1,325	14,950	1,050
10		2,475	1,875	16,100	1,700
SPRINKLERS	20.00				

**2. Unit Cost per 1,000 gallons:**

Residential, Commercial, and Sprinklers	\$4.00
Small Industrial/Manufacturer	\$3.45
Wholesale	\$3.45
Large Industrial/Manufacturer	\$2.20
Over 1.75 M/day or 30M/month	\$2.65
Over 2M/day or 40M/month	\$3.50
Bulk Water	\$4.00

3. Outside City Rates are double (2X) the amounts shown in the rate table.

**B. SEWER RATES**

Residential: \$14.75 + ½ Water Bill with a maximum monthly charge of \$45.00  
Commercial: \$15.75 + ½ Water Bill with no maximum monthly charge  
Fixed Rates: \$285 per month (Tyson office acct.)

Outside City: Double (2X) the rates as shown.

Sewer Disposal - .06 per gallon.

**C. GARBAGE RATES**

**1. Residential and Hand Collection Commercial**

Customer Class	Fee
Residential	\$ 22.20
Comm. Small	\$ 26.30
Comm. Large	\$ 35.55

2. Commercial Dumpster Rates

p/u per week	1X	2X	3X	4X	5X	6X	Extra Collections
Size							
2 Yard	91	158	216	283	360		38
3 Yard	102	179	254	333	412		40
4 Yard	115	193	268	366	450		42
6 Yard	141	207	300	383	470		44
8 Yard	172	308	436	631	695	806	46

3. Industrial, Compactor or Special Services

Special services other than hand pickup and dumpster services shall be billed at the current billing rates of the contract provider.

D. UTILITY TAP FEES

1. Water

Meter Size	Inside City Limits Fee	Outside City Limits Fee
3/4 inch	\$ 650.00 + Street Cut Repairs	\$ 850.00 + Street Cut Repairs
1 inch	\$ 775.00 + Street Cut Repairs	\$ 1,050.00 + Street Cut Repairs
1 ½ inch	\$ 1000.00 + Street Cut Repairs	\$ 1,600.00 + Street Cut Repairs
2 inch	\$ 1,150.00 + Street Cut Repairs	\$ 1,850.00 + Street Cut Repairs
Any Larger Size	Cost of Meter, Materials, Labor and Street Cut Repairs	Cost of Meter, Materials, Labor and Street Cut Repairs

2. Sewer

Service Size	Inside City Limits Fee	Outside City Limits Fee
4 inch	\$ 400.00 + Street Cut Repairs	\$ 700.00 + Street Cut Repairs
6 inch	\$ 550.00 + Street Cut Repairs	\$ 950.00 + Street Cut Repairs

E. UTILITY DEPOSITS

Type Service	Deposit
Water Only	\$115
Water, Sewer and Garbage Collection	\$115
Commercial/Industrial Water, Sewer and Garbage Collection	\$200
Garbage Only	\$40
Risk Account Additional Deposit	\$100

F. UTILITY ACCOUNT FEES

Type Fee	Amount
Administrative Fee	\$20
Broken Lock Fee	\$30
Curb Stop Replacement Fee	\$75
Payment Agreement Fee	\$25
Utility Reconnection Fee	\$55
Meter Removal/Reconnection Fee	\$100
Cut-Off Valve Installation Fee	\$30
Returned Check Fee	\$35
Meter Set Fee – 2 inch meter and below	\$350
Meter Tampering Fee	\$55
Dumpster Lock Fee	6



## G. PERMITS

Permit Type		Fee
Garage Sale Permit		\$2
House Moving Permit		\$100
Itinerant Salesperson Business Annual Fee		\$50
	Additional Fee Per Sales Person	\$15
Wrecker Permit – Annual Fee		\$10
Taxi Permit – Annual Fee		\$50
Construction Permits and Fees		
	Electrical Permit/One Inspection	\$35
	Each Additional Inspection (foundation, rough-in, final)	\$35
	Plumbing Permit/One Inspection	\$35
	Emergency Plumbing Inspection	\$200
	Each Additional Inspection (foundation, rough-in, final)	\$35
	Gas Inspection Fee	\$35
Building Permit and Inspections		
	Residential Construction	\$0.30 per sq ft for first 1,000 sf
		\$0.20 per sq ft for 1,001 to 2,500 sf
		\$0.15 per sq ft for 2,501 +
	Commercial/ Industrial Construction	\$5 per \$1,000 for first \$100K
		\$3 per \$1,000 for \$100K - \$250K
		\$2 per \$1,000 \$250K and above
	Minimum Permit Fee	\$35
	Demolition (Any Structure/Building)	\$50
	Piers, Etc. at Lake Pinkston	\$50
Zoning Fees		
	Rezoning Request	\$150
	Zoning Variance	\$300
	Specific Use Request	\$150
	Copy of Ordinance and Map	\$15

## H. AIRPORT FEES

Type Fee		Annual Fee
Hangar/Building Leases		
	Private T-Hangars	\$160
	City-Owned Hangars	\$2,400
	Additional Fees May Apply for Services in Hangars	
Ground Leases		\$0.12 / SF
Fuel Flowage Fee		\$0.15 /Gallon

## I. FIRE DEPARTMENT REVENUE RECOVERY FEES

See Attachment #1

J. POLICE AND MUNICIPAL COURT

Police/Accident Reports	\$6 /report
Fingerprinting	\$5
Brady Bill Handgun License	\$10

K. CIVIC CENTER RENTAL

See Attachment #2

L. COMMUNITY HOUSE BUILDING RENTAL

See Attachment #3

M. RECREATION PROGRAM FEES

Park/5K Permit/Set Up Fee - \$25

Race Equipment Rental - \$200 per race, plus supply cost

Late Registration Fee - \$15 per participant

Payment Plan Fee - \$5 per participant

Recreation Program Registration		Fee
Baseball		
	4 Year Old	\$70
	5-12 Year Old	\$90
	13-14 Year Old	\$110
Softball		\$80
Football		
	Flag Football	\$80
	Tackle Football	\$105
Soccer		\$70
Basketball		\$60

N. MISCELLANEOUS

Animal Control		
	Reclaimed Animal Charge	\$10 /Day
Carnival/Festival Permit		\$500
	Downtown Electric Use Fee	\$50 /Day
Temporary Road Closure (E.g. Parade, road 5K's requiring TxDOT closure)		\$100
Record Request Charges		
	Copies	\$0.10 /page
	Computer Printouts	\$0.25 /page
	Other Charges	Per Texas State Library Fee Schedule

**John D. Windham Civic Center**  
**2019 - 20 Rates**

ROOM	Sq. Ft.	Weekday - Evening (Mon.-Thur.)			Weekend (Fri. - Sun.)				Weekday - 8 a.m. - 5 p.m.		
		Rate	2nd Rate ***	Damage Deposit	Rate	2nd Rate **	Half-day ◇◇	Damage Deposit	Rate	2nd Rate **	Damage Deposit
Brd. Rm	700	\$225	\$150	\$115	\$250	\$175		\$125	\$165	\$100	\$75
Hourly Rate		\$35		\$30	\$50			\$50	\$35		\$30
Lobby (Hourly Rate)	2,000	\$35		\$30	\$50			\$50	N/A	N/A	N/A
Civic Rm	1,000	\$225	\$125	\$100	\$250	\$150	\$100	\$125	\$150	\$100	\$75
Rm A or C	2,400	\$225	\$125	\$115	\$300	\$200	\$150	\$150	\$175	\$125	\$85
Rm B	1,900	\$200	\$150	\$100	\$250	\$150	\$100	\$125	\$150	\$100	\$75
Rm A or C w/ B	4,300	\$375	\$250	\$175	\$450	\$325	\$225	\$225	\$300	\$175	\$150
Rm A, B, C	6,700	\$550	\$400	\$250	\$650	\$450	\$325	\$325	\$450	\$300	\$225
Conf. Hall	10,500	\$625	\$475	\$300	\$750	\$575	\$450	\$375	\$500	\$325	\$250
Entire Bldg. (- Brd. Rm)	20,000	\$900	\$600	\$450	\$1,500	\$1,150		\$750	\$900	\$600	\$450

**Holiday Rates** Recognized City holidays will be charged 1.5 times the normal rate. Covered holidays are listed below: New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the day following Thanksgiving, Christmas Eve, and Christmas Day. In addition, should a holiday fall on the day immediately preceding or following a weekend (i.e., Labor Day, Memorial Day, Thanksgiving) the holiday rate will apply throughout the weekend.

**Non-Profit Rates** Non-Profit organizations who have a 501-C on file with the IRS will be granted a 20% discount on the rental rate.

**City Property Taxpayers** A 15% discount is available on the rental rate (only) to City of Center property taxpayers for personal or family events. This is not applicable for business or organization events.

**Short-Notice Rentals** Should a Client request a rental date of less than 72 hours from the time of inquiry and the facility or needed portion thereof be available (subject to the Staff being available for setup), the Client will be charged 1.5 times the normal rate for the same space and time. If the requested date(s) fall on a holiday weekend, the Client will be charged twice the normal applicable rental rate. The damage deposit and equipment rental fees will remain the same, with the equipment subject to availability.

**Quincineria** Quincinerias will only be allowed at the Windham Civic Center. This event requires security to be retained at the Client's expense, with the Civic Center staff scheduling and overseeing the security (as in all other situations).

**2nd Day Rate \*\*\*** Is used for an early move-in or for the second or more day of the same event. The day consists of the same hours as the primary rental day, 8 a.m. to 12 a.m.

**Half-Day ◇◇** A Half-day rate is available to a Client for the day prior to an event who wishes to decorate or setup, but does not need a full second-day rental. The options are either 9 a.m. to 4 p.m. or 4 p.m. to 10 p.m.

Kitchen/Catering	People	Rate	People	Rate	People	Rate	People	Rate	People	Rate
	0-50	\$50.00	50-100	\$75.00	100-150	\$100.00	150-200	\$125.00	200+	\$150.00
Alcohol - a fee charged for extra clean up and risk to the facility.	People	Rate	People	Rate	People	Rate	People	Rate	People	Rate
	0-50	\$100.00	50-100	\$150.00	100-150	\$200.00	150-200	\$250.00	200+	\$300.00

Any event lasting later than 12:00 a.m. will be charged \$75.00 per hour. This must be pre-arranged, not applicable at the time of the event. The latest time to leave the building is 2 a.m.

The deposit for any rental is 1/2 the rental fee. This is required at the time of the contract or reservation. No reservation is held without a deposit and a signed contract.

The remaining money is due at least thirty (30) days prior to the event, or the event may be cancelled and the deposit forfeited. A layout for the event is required to be submitted and agreed on no less than seven (7) days prior to the event. Any use of electronics (including, but not limited to a computer hookup, DVD playing, or sound equipment) must be arranged at least 48 hrs. in advance and paid in advance.

**Additional Fees:**

<b>Microphones:</b>	<b>Cordless</b>	<b>each</b>	<b>\$25.00</b>
	<b>Corded</b>	<b>each</b>	<b>\$20.00</b>
<b>Soundboard:</b>		<b>each</b>	<b>\$35.00</b>
<b>Chair Upgrade:</b>		<b>each chair</b>	<b>\$1.00</b>
<b>Stage:</b>	<b>1 - 3 sections</b>		<b>\$75.00</b>
	<b>4 - 6 sections</b>		<b>\$150.00</b>
<b>Curtain:</b>		<b>each section</b>	<b>\$15.00</b>
<b>Laptop Connection:</b>		<b>each</b>	<b>\$25.00</b>
<b>Uplights:</b>		<b>Each</b>	<b>\$7.00</b>
		<b>For the set of 16</b>	<b>\$100.00</b>
<b>Projector/Screen</b>			<b>\$75.00</b>
<b>Conference Call</b>		<b>Call 20 minutes or less</b>	<b>\$15.00</b>
		<b>Call 20 - 45 minutes</b>	<b>\$25.00</b>
		<b>Call &gt; 45 minutes</b>	<b>\$50.00</b>
<b>Coffee/Water Service - up to 25 ppl</b>		<b>Per Day</b>	<b>\$25.00</b>
<b>Coffee/Water Service - up to 75 ppl</b>		<b>Per Day</b>	<b>\$50.00</b>
<b>Coffee/Water Service - over 75 ppl</b>		<b>Per Day</b>	<b>\$75.00</b>

# Community House

## 2019-20 Rates

ROOM	Regular Rates			City Taxpayer Rates			Non-Profit Rates		
	Rate	2nd Rate ***	Damage Deposit	Rate	2nd Rate ***	Damage Deposit	Rate	2nd Rate ***	Damage Deposit
Rent	\$300	\$150	\$150	\$250	\$125	\$125	\$225	\$125	\$115
Projector/Screen	\$75			\$75			\$75		
Room Setup or Cleanup	\$75			\$75			\$75		

### Non-Profit Rates

Non-Profit organizations who have a 501-C on file with the IRS will be granted a 20% discount on the rental rate.

**2nd Rate\*\*\*** - is used for an early move-in prior to the event or for the second or more day of the same event.

### City Property Taxpayers

A 15% discount is available on the rental rate (only) to City of Center property taxpayers for personal or family events. This is not applicable for business or organization events.

### Quincineria

Quincinerias will not be allowed in the Community House. The Civic Center remains available for these events.

### ALCOHOL

Alcohol is not permitted in the building or on the property at the Community House. Failure to comply with this policy will result in the immediate closure of the event, the loss of the entire damage deposit (while the Client remains responsible for any damage to the building and its furniture or equipment), and the loss of the ability to rent the facility for a period of one year.

No event is allowed in the Community House beyond midnight. This includes cleanup. The normal rental day is 8 a.m. to 12 a.m.

The deposit for any rental is an amount equal to 1/2 the rental fee. This is required at the time of the contract or reservation. No reservation is held without a deposit and a signed contract.

The remaining money is due at least thirty (30) days prior to the event, or the event may be cancelled and the deposit forfeited.

Room Setup or Cleanup - If the Client so chooses, the City will setup or clean the room for the event at the Community House. This service should be arranged in advance, but may also be charged should the Client fail to leave the facility clean. (This does not include any charges for damages to the facility or property.)

**ORDINANCE NO. 2019-16**

**AN ORDINANCE AMENDING THE FY 2019 BUDGET**

**WHEREAS**, the City budget for the Fiscal Year 2019 was previously adopted by the City Council of Center by Ordinance 2018-5; and

**WHEREAS**, the City Council has made appropriations for special projects throughout the fiscal year; and

**WHEREAS**, a public necessity now exists that is an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonable, diligent thought and attention; and

**WHEREAS**, it is now advantageous to the City to amend said budget.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CENTER, TEXAS:**

**Section 1.** That the City budget for fiscal year 2019 is hereby amended according to the attached exhibit.

**Section 2.** That all ordinances or parts of ordinances in conflict herewith be, and the same are hereby, repealed to the extent of such conflict.

**Section 3.** If for any reason any section, paragraph, subdivision, clause, phrase, word or provision of this ordinance shall be held invalid or unconstitutional by final judgement of a court of competent jurisdiction, it shall not affect any other section, paragraph, subdivision, clause, phrase, word or provision hereof be given full force and effect for its purpose.

**PASSED AND APPROVED this 23<sup>rd</sup> day of September 2019.**

\_\_\_\_\_  
David Chadwick, Mayor

**ATTEST:**

\_\_\_\_\_  
Barbara Boyd, City Secretary

FY 2019 Budget  
Proposed Budget Amendments

Account #	Account Name	Current Budget	Change Amount	Amended Budget	
<b>GENERAL FUND</b>					
01-500-50201	Sales Tax	1,602,200	70,000	1,672,200	
01-500-50203	Sales Tax M&O	400,500	15,000	415,500	
01-500-50501	Airport Fuel	50,000	13,000	63,000	
01-500-50607	Construction Permits	10,000	18,000	28,000	
<b>Total General Fund Revenue Budget</b>		<b>4,852,700</b>	<b>116,000</b>	<b>4,968,700</b>	
01-601-60737	Capital Land	-	58,800	58,800	Purchase of Parker Place Subdivision
01-609-60705	Capital Buildings - Sprayground	-	52,800	52,800	Council approved splashpad rehab
<b>Total General Fund Expenditure Budget</b>		<b>4,852,700</b>	<b>111,600</b>	<b>4,964,300</b>	
<b>Revenues over expenditures</b>				<b>4,400</b>	



# SHELBY COUNTY APPRAISAL DISTRICT

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Robert N. Pigg, Chief Appraiser

September 10, 2019

David Chadwick  
City of Center  
P.O. Box 1744  
Center, Texas 75935

Dear Mayor Chadwick:

As required by the Property Tax Code, Section 6.03, the Appraisal District Board of Directors members are nominated and elected in odd number years for terms beginning in even number years.

A resolution was made in the past to forgo the requirements of this process as stated in the Property Tax Code. Now, each entity just submits their nomination to the chief appraiser. City of Center is currently represented by John Howard and David Chadwick. Please make your nomination for the 2020 - 2021 term on the enclosed form and return to my office by November 15, 2019.

Sincerely,

A handwritten signature in cursive script that reads 'Angie Wright'.

Angie Wright  
Office Manager

Enclosures



**Resolution of City of Center Appointing Representative(s) to  
Shelby County Appraisal District Board of Directors**

Now, therefore, be it resolved that we, the governing body of City of Center, do hereby submit the following name(s)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

as our nomination to the Shelby County Appraisal District Board of Directors for the 2020 - 2021 term.

Approved on this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Attest:

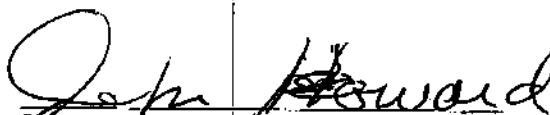
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title



**Application for Parade Permit  
within the City Limits of the City of Center, Texas**

1. Name of Applicant Center Alumni Assn.
2. Business or Permanent Address PO Box 1030, 75935
3. Parade to be held on Saturday, October 12, 2019
4. Hours of Parade 4:00 PM to 5:00 PM
5. Parade Route Begin at Farmers State Bank  
drive in Parking Lot, 699 to Square,  
around the square, back to lot.
6. Date of application \_\_\_\_\_

  
Signature of Applicant

Received by City Secretary on \_\_\_\_\_

## **ITEMS OF INTEREST**

1. Sales Tax Analysis

**City of Center**  
**Sales Tax Analysis**  
**Historical Total Sales Tax Receipts by Month**

**SEPTEMBER 2019**

Month	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Monthly Percentage	FY 2019	Percent Change
October	335,201	245,967	244,899	228,115	231,497	238,942	248,034	8%	254,722	2.70%
November	338,279	302,511	259,984	276,664	294,255	293,524	285,077	9%	311,900	9.41%
December	265,303	206,335	232,741	226,007	236,836	229,978	235,009	7%	251,078	6.84%
January	302,637	246,183	241,181	231,378	231,546	246,897	245,441	8%	249,205	1.53%
February	365,493	331,108	349,611	336,519	314,037	332,583	326,532	11%	356,361	9.13%
March	263,274	206,065	201,810	208,247	212,208	207,108	223,858	7%	241,773	8.00%
April	264,284	249,697	210,844	210,221	227,687	222,669	231,114	7%	237,467	2.75%
May	312,786	293,299	285,819	279,420	326,257	291,837	332,039	10%	327,605	-1.34%
June	247,419	216,356	222,767	230,377	224,919	226,133	236,845	7%	279,228	17.89%
July	248,010	224,280	231,096	224,098	236,589	242,449	263,496	8%	262,589	-0.34%
August	311,966	272,497	266,114	299,026	292,434	294,075	317,658	9%	318,992	0.42%
September	243,919	228,343	231,038	237,446	241,060	229,515	254,085	8%	262,407	3.28%
	3,498,572	3,022,640	2,977,904	2,987,519	3,069,326	3,055,709	3,199,187		3,353,326	

Monthly Allocation 262,407.00

City of Center	1%	131,203.50
4B Economic Development Corporation	0.50%	65,601.74
4A Economic Development Corporation	0.25%	32,800.88
Sales Tax for Property Tax Relief	0.25%	32,800.88
		262,407.00

YTD Change 3,199,187 4.8%