



**CITY COUNCIL MEETING**  
**Decatur City Hall - 201 E. Walnut, Decatur, TX**  
**March 23, 2026**

**AND VIA VIDEOCONFERENCE/TELECONFERENCE**

Videoconferencing is being used to allow the public and staff to attend the meeting. This meeting will be held using videoconferencing/teleconferencing technology with public viewing access via [WWW.ZOOM.US/JOIN](https://www.zoom.us/join) (MEETING/WEBINAR ID: 817 5047 6447 PASSCODE: 823992) or watch live at: <https://decaturtx.new.swagit.com/views/212/>

**If you have questions, you can call 940-393-0204 before noon on the date of the meeting.**

*If you join the meeting via videoconferencing and want to address the Council on an agenda item, you will need to have your camera on and SEND A CHAT MESSAGE THAT YOU HAVE A COMMENT BEGINNING OF THE MEETING, when the Mayor calls for public comment, you will be recognized by Mayor to address the Council and will be allowed 3 minutes to complete your comments.*

*Anyone wishing to speak on a posted agenda item must complete a speaker card with the speaker's name and address and must identify the agenda item number for which the speaker would like to speak. A card must be submitted to Asucena Delgado, City Secretary, so that the speaker may be recognized by the Mayor at the appropriate time. Speakers will each be allowed a three (3) minute period to provide comments regarding the posted agenda item for which the request to speak was submitted and may speak during this item or during the Council's consideration of individual items in accordance with City Council Rules of Procedure. The three (3) minute period will be extended to six (6) minutes if a translator is required for a non-English speaker to communicate the speaker's comments regarding the posted agenda item for which the request to speak was filed.*

**REGULAR MEETING 6:00 p.m.**

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

PRESENTATION: NATIONAL SAFE DIGGING MONTH

**AGENDA ITEMS**

1. **CITIZENS COMMENTS AND ANNOUNCEMENTS.** Please complete a Speaker Registration Form before speaking. Speakers are limited to 3 minutes. In accordance with the Texas Open Meetings Act, the City Council is restricted from discussing or acting on items not listed on the agenda. Comments should be made to the Council rather than to individual members, and no action will be taken by the Council.

**OPEN PUBLIC HEARING:** \_\_\_\_\_

**CLOSE PUBLIC HEARING:** \_\_\_\_\_

2. HOLD A PUBLIC HEARING REGARDING THE CITY OF DECATUR, TEXAS, SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE 2026 DOWNTOWN REVITALIZATION PROGRAM.
3. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE A RESOLUTION TO SUBMIT

A TEXAS COMMUNITY DEVELOPMENT GRANT (CDBG) APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE 2026 DOWNTOWN REVITALIZATION PROGRAM. **RESOLUTION R2026-03-07** Pages 4-6

4. CONSIDER AND TAKE ACTION TO APPROVE KIMLEY-HORN & ASSOCIATES, INC. TO PROVIDE PROFESSIONAL SERVICES ASSOCIATED WITH THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE 2026 DOWNTOWN REVITALIZATION PROGRAM AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS. Pages 7-41
5. CONSIDER AND TAKE APPROPRIATE ACTION ON A SECOND READING OF AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF DECATUR, TEXAS, TO ADD PROVISIONS REGARDING DISCHARGE CONTROL OF FATS, OILS, GREASES, AND OTHER SUBSTANCES HAZARDOUS TO CITY INFRASTRUCTURE AND RELATED PROVISIONS. **ORDINANCE 2026-03-11** Pages 42-51
6. CONSIDER AND TAKE APPROPRIATE ACTION ON A SECOND READING OF AN ORDINANCE TO AMEND ORDINANCE 2024-12-36 AMENDING AND ADOPTING ADJUSTED ROADWAY IMPACT FEE PERCENTAGES AND RELATED PROVISIONS. **ORDINANCE 2026-03-12** Pages 52-56
7. CONSIDER SECOND READING AND TAKE ACTION TO APPROVE OF AN ORDINANCE OF THE CITY OF DECATUR, TEXAS, TO REPEAL AND REPLACE ORDINANCE 2025-11-43 AMENDING AND ADOPTING A NEW SCHEDULE OF FEES. **ORDINANCE 2026-03-10** Pages 57-107
8. CONSIDER AND TAKE APPROPRIATE ACTION TO APPROVE AN INTERLOCAL COOPERATION AGREEMENT BETWEEN THE CITY OF DECATUR, TEXAS, AND DECATUR INDEPENDENT SCHOOL DISTRICT FOR THE PLACEMENT OF A TORNADO AND SEVER WEATHER WARNING SIREN ON DISD PROPERTY AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS. Pages 111-112
9. DISCUSS AND CONSIDER TAKING APPROPRIATE ACTION TO APPROVE THE WESTECH PILOT PROPOSAL ASSOCIATED WITH THE WATER TREATMENT PLANT (WTP) EXPANSION PROJECT AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS. Pages 113-129
10. **CONSENT AGENDA** - ALL CONSENT AGENDA ITEMS LISTED ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE RECOMMENDED IN ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS UNLESS A COUNCIL MEMBER SO REQUESTS, IN WHICH EVENT THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED IN ITS NORMAL SEQUENCE ON THE AGENDA.
  - a. **PP-26-0001** – APPROVE A PRELIMINARY PLAT APPLICATION OF LOT 1, BLOCK 1, BRANNON ADDITION, BEING A REPLAT OF PART OF BLOCK 52, PROCTOR ADDITION IN THE J. PROCTOR SURVEY, ABSTRACT NUMBER 683, IN THE CITY OF DECATUR, WISE COUNTY, TEXAS, ALSO KNOWN AS 600 E US HWY 380 BUSINESS. **(CLIFFORD BRANNON, PROPERTY OWNER)** Pages 130-132
  - b. **FP-26-0001** – APPROVE A FINAL PLAT APPLICATION OF LOT 1, BLOCK 1, BRANNON ADDITION, BEING A REPLAT OF PART OF BLOCK 52, PROCTOR ADDITION IN THE J. PROCTOR SURVEY, ABSTRACT NUMBER 683, IN THE CITY OF DECATUR, WISE COUNTY, TEXAS, ALSO KNOWN AS 600 E US HWY 380 BUSINESS. **(CLIFFORD BRANNON, PROPERTY OWNER)** Pages 133-135
  - c. **EV-26-0004** – APPROVE A STREET CLOSURE REQUEST FOR THE COUNTY SEAT’S ROD AND KUSTOM SHOW, MAY 9,2026. THE REQUEST IS TO CLOSE MARKET

STREET BETWEEN MAIN STREET AND PECAN STREET, AND TO CLOSE MAIN STREET BETWEEN MARKET STREET AND TRINITY STREET FROM 3 P.M. TO 11:55 P.M. Pages 136-139

- d. **EV-26-0005** – APPROVE A STREET CLOSURE REQUEST FOR THE COUNTY SEAT'S SIP 'N SHOP EVENTS, APRIL 4, MAY 2, AND JUNE 6, 2026. THE REQUEST IS TO CLOSE MARKET STREET BETWEEN MAIN STREET AND MARKET STREET FROM 3 P.M TO 11 P.M. Pages 140-141
- e. **EV-26-0006** – APPROVE A STREET CLOSURE REQUEST FOR THE ONE NATION UNDER GOD/AMERICA 250 EVENT ON APRIL 12, 2026. THE REQUEST IS TO CLOSE STATE STREET FROM WALNUT STREET TO PECAN STREET AND MAIN STREET FROM TRINITY STREET TO HOLMAN STREET FROM 7:00 A.M. UNTIL 8 P.M. Pages 142-145
- f. **EV-26-0007** – APPROVE A STREET CLOSURE REQUEST BY DECATUR MAIN STREET FOR CRUISE NIGHTS ON THE SQUARE, MAY 2, AND SEPTEMBER 5, 2026. THE REQUEST IS TO CLOSE WALNUT STREET FROM STATE STREET TO TRINITY STREET, MAIN STREET FROM MARKET STREET TO HOLMAN STREET, STATE STREET FROM WALNUT STREET TO PECAN STREET, AND TRINITY STREET/FM 730 N FROM WALNUT STREET/287 TO PECAN STREET FROM 2 P.M. TO 8 P.M. Pages 146-147
- g. **EV-26-0008** – APPROVE A STREET CLOSURE FOR THE DECATUR CHAMBER OF COMMERCE'S USA 250 COUNTYWIDE EVENT ON SEPTEMBER 12, 2026. THE REQUEST IS TO CLOSE INTERIOR PARKING SPACES AROUND THE COURTHOUSE ON WALNUT, STATE, TRINITY, AND MAIN STREET AT 10 P.M. ON FRIDAY, SEPTEMBER 11. ADDITIONAL STREET CLOSINGS WILL BE ON SATURDAY, SEPTEMBER 12, FROM 2 P.M. TO 10 P.M. AND INCLUDE WALNUT STREET FROM TRINITY STREET TO STATE STREET, STATE STREET FROM WALNUT STREET TO PECAN STREET, MAIN STREET FROM HOLMAN STREET TO MARKET STREET, AND TRINITY STREET FROM PECAN STREET TO WALNUT STREET. EMBRY STREET LEADING INTO EAGLE STADIUM WILL BE CLOSED AT 2:30 P.M. FOR THE PARADE STAGING. Pages 148-178
- h. **ASSOCIATE JUDGE APPOINTMENT** - APPOINTMENT OF DANA D. HUFFMAN TO THE POSITION OF ASSOCIATE JUDGE OF THE DECATUR MUNICIPAL COURT OF RECORD NO. 1 AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AGREEMENT AND ANY NECESSARY DOCUMENTS.
- i. **APPROVAL OF APPOINTMENT OF EDC EXECUTIVE DIRECTOR** – APPROVE APPOINTMENT OF MATT RUNNELS TO THE POSITION OF DIRECTOR OF THE ECONOMIC DEVELOPMENT CORPORATION OF THE CITY OF DECATUR, TEXAS.

#### 11. COUNCIL MEMBER REQUESTS FOR FUTURE AGENDA ITEMS.

#### ADJOURNMENT

I hereby certify that the above agenda was posted on the official bulletin board at City Hall, 201 E. Walnut, Decatur Texas, on Tuesday, March 17, 2026, at 5:00 p.m., pursuant to the Texas Government Code, Chapter 551.

*Asucena Delgado*

Asucena Delgado, City Secretary, TRMC, CMC

\*NOTE: The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the City); §551.072 (purchase, exchange, lease or value of real property); §551.074 (personnel or to hear complaints against personnel); §551.076 (deployment, or specific occasions for implementation of security personnel or devices); and §551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in the Open Session following the conclusion of the Executive Session.

**RESOLUTION NO. R2026-03-07**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DECATUR, TEXAS, AUTHORIZING THE SUBMISSION OF A TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT (TxCDBG) APPLICATION TO THE TEXAS DEPARTMENT OF AGRICULTURE FOR THE 2026 DOWNTOWN REVITALIZATION PROGRAM; AUTHORIZING A COMPETITIVE PROCUREMENT PROCESS FOR PROFESSIONAL SERVICES; COMMITTING LOCAL MATCHING FUNDS; AND PROVIDING FOR RELATED MATTERS.**

**WHEREAS**, the City Council of the City of Decatur, Texas, (“City”) desires to develop a viable community, including decent housing, a suitable living environment, and expanded economic opportunities, principally for persons of low-to-moderate income; and

**WHEREAS**, the Texas Department of Agriculture (TDA) administers the Texas Community Development Block Grant (TxCDBG) Downtown Revitalization Program; and

**WHEREAS**, the City seeks to submit a 2026 Downtown Revitalization/Main Street application under the TxCDBG program; and

**WHEREAS**, the Downtown District proposed in the application is designed to promote pedestrian-centered economic activity and does not include more than an incidental number of single-family dwellings; and

**WHEREAS**, the City will provide documentation supporting the Downtown District boundaries, including but not limited to the Comprehensive Plan, Zoning Map, and/or local district designation; and

**WHEREAS**, the City Council of the City of Decatur, Texas, (“City Council”) recognizes that a competitive Request for Qualifications (RFQ) process with proof of selection is required for professional services associated with the grant, including grant administration and engineering/design services; and

**WHEREAS**, the City Council finds it to be in the best interest of the City to authorize the procurement of such professional services in accordance with all applicable state and federal procurement requirements; and

**WHEREAS**, the City Council understands that grant administration services are limited to \$60,000 or ten percent (10%) of the total grant funds requested, whichever is less, and engineering services are limited to \$85,000 or twelve percent (12%) of the total grant funds requested, whichever is less; and

**WHEREAS**, the City Council commits to conducting the required public hearings prior to submission of the application and prior to project closeout, to inform the public and solicit input regarding the proposed project.

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

**SECTION 1. Application Authorization**

That a Texas Community Development Block Grant Program application for the Downtown Revitalization Program is hereby authorized to be filed on behalf of the City with the Texas Department of Agriculture, and to be placed in competition for funding under the Downtown Revitalization Program.

**SECTION 2. Downtown District and Community Needs**

The City shall submit a Community Application that includes:

- A map clearly identifying the boundaries of the Downtown District;
- Supporting documentation validating the Downtown District boundaries; and
- That the City of Decatur, Texas, commits to selecting an eligible project in the designated downtown area that meets either the National Program Objective to Eliminate Slum and Blighted Conditions or to Benefit Low- to Moderate-Income Persons.

**SECTION 3. Procurement of Professional Services**

The City Council authorizes the issuance of a competitive Request for Qualifications (RFQ) for:

1. Grant writing and grant administration services; and
2. Engineering and/or design services associated with eligible construction activities.

Selection of qualified firms may occur at the same meeting as adoption of this resolution or at a subsequent, properly posted meeting, in compliance with all applicable federal and state procurement requirements.

**SECTION 4. Local Match Commitment**

The City of Decatur hereby commits to providing Fifty Thousand Dollars (\$50,000.00) in matching funds toward the project to receive maximum scoring consideration under program guidelines. The source and allocation of matching funds shall be identified prior to execution of any grant contract.

**SECTION 5. Public Hearings**

The City shall conduct at least one (1) public hearing prior to submission of the application to inform citizens of the proposed TxCDBG project and to solicit public input. The City shall also conduct a public hearing prior to project closeout, as required by program regulations.

**SECTION 6. Compliance**

The City agrees that, if awarded funding, all grant funds will be used in accordance with all applicable federal, state, and local requirements, including but not limited to:

- Procurement standards;
- Environmental review;
- Labor standards;
- Real property acquisition requirements;

- Civil rights requirements; and
- Program income and financial management standards.

**PASSED AND APPROVED** this 23<sup>rd</sup> day of March 2026, by a vote of \_\_\_\_\_ ayes, \_\_\_\_\_ nays, and \_\_\_\_\_ abstentions, at a regular meeting of the City Council of the City of Decatur, Texas.

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**Mike McQuiston, Mayor**

**ATTEST:**

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**Asucena Delgado, TRMC, CMC**  
**City Secretary**

RESPONSE TO REQUEST FOR PROPOSALS FOR

March 17, 2026

# Texas Community Development Block Grant Planning Services



Prepared for

**City of Decatur**

Prepared by

**Kimley»Horn**

Expect More. Experience Better.

March 17, 2026

**City of Decatur**  
1601 S State Street  
Building C  
Decatur, TX 76234

# Kimley»Horn

## Firm Contact Information

100 West Oak Street,  
Suite 203  
Denton, TX 76201  
940.287.3620  
kimley-horn.com

## Cover Letter

*Re: Request for Proposals for Texas Community Development Block Grant Planning Services*

**Dear Selection Committee Members,**

The City of Decatur is a rapidly growing municipality with diverse infrastructure needs. Due to the rapid growth, the City is looking to leverage alternative funding sources to advance its infrastructure programs. As you evaluate our qualifications, we encourage you to consider the following merits of Kimley-Horn:



### LOCAL FAMILIARITY AND RELATIONSHIP WITH THE CITY

Our firm has cultivated strong ties with the City of Decatur over the past 25 years, including roadway, traffic planning/operations, stormwater, and water and wastewater projects. This enduring relationship is founded on trust, collaboration, and a deep understanding of the City's needs. With over two decades of experience, we have consistently demonstrated our commitment to providing superior planning and engineering services tailored to Decatur's infrastructure. Our extensive familiarity with the City's projects and our proven track record of successful outcomes make us a reliable partner for this initiative. We are dedicated to continuing this partnership and contributing to the sustainable growth and development of Decatur.



### COMMUNITY DEVELOPMENT BLOCK GRANT EXPERIENCE

Kimley-Horn has a 58-year history of performing Community Development Block Grants (CDBG) projects. We understand the CDBG application process and its requirements, so our team can begin immediately with no learning curve. We regularly provide engineering services for roadway reconstruction, water and wastewater infrastructure, storm sewer infrastructure replacement, and drainage projects for communities involved in the CDBG program, with all projects designed to meet applicable ADA accessibility standards. Kimley-Horn administered and constructed downtown improvements for the City of Decatur through the CDBG program in 2004. This application and implementation experience provides the City with a comprehensive understanding that will save both time and money.



### RESPONSIVENESS AND ACCESSIBILITY

We pride ourselves on exceptional client service. Responsiveness means more than simply being close by, it means delivering the information you need on short notice, returning calls promptly, and adapting to meet your needs. This is where Kimley-Horn excels. When you call, we will be there. Responsiveness is a top priority, especially given the expedited schedule.

Our goal is to provide consistent, quality service from start to finish, providing efficient use of City time and resources. The City of Decatur has my personal commitment that Kimley-Horn will exceed your expectations, just as we have done in the past. We are eager to continue our partnership with the City of Decatur. If you have any questions, please don't hesitate to reach out to me at [jake.roepke@kimley-horn.com](mailto:jake.roepke@kimley-horn.com) or **940.215.5297**.

Sincerely,

*Kimley-Horn And Associates, Inc*



*Jacob Roepke*

**Jacob Roepke, PE**  
Project Manager



*Connor Manley*

**Connor Manley, PE**  
Deputy Project Manager

## Firm Introduction

Kimley-Horn is a fully integrated consulting firm with practices in grant funding, water resources, roadways, traffic and transportation, planning, landscape architecture, and other engineering-and planning-related disciplines. We have 25 Texas offices and more than 1,800 Texas-based employees. Kimley-Horn has gradually expanded its array of services to include a wide variety of disciplines necessary to complete virtually any type of funding, engineering, or planning project.

Kimley-Horn seeks to continue to serve the City of Decatur as a consultant, and our range of qualified professionals—including grant writers, roadway engineers, transportation engineers, utility engineers, landscape architects, and additional staff—are ready and available to assist you.

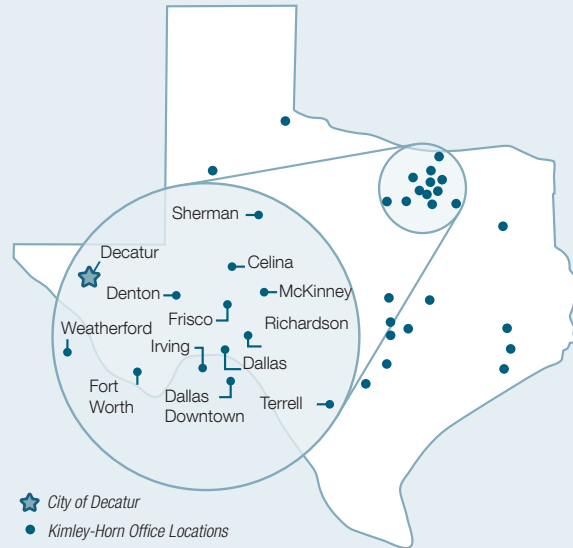
**Our goal at Kimley-Horn, is to always exceed your expectations.**

Some of our recent projects completed for the City of Decatur are:

- ▶ Resilient Communities Program CDBG-DR Grant Writing and Administration, Decatur, TX
- ▶ Safe Streets and Roads for All (SS4A) Safety and ADA Transition Plan, Decatur, TX
- ▶ State Street 8- and 12-Inch Water Line, Decatur, TX
- ▶ Decatur 2023 Impact Fee Update, Decatur, TX
- ▶ Decatur 2022 Water Model Update and Memo, Decatur, TX
- ▶ Decatur 2024 Subdivision Ordinance, Decatur, TX
- ▶ Decatur Water and Wastewater Master Plans, Decatur, TX
- ▶ Decatur 1.0 MG Elevated Storage Tank, Decatur, TX
- ▶ Decatur 0.5 MG Elevated Storage Tank Rehabilitation, Decatur, TX

Kimley-Horn has extensive experience managing projects involving multiple governmental and regional agencies, particularly in the realm of federally funded local public works construction. Our team excels in navigating the complexities of federal and state grant programs, ensuring compliance with all criteria and securing significant funding for crucial infrastructure improvements.

### Kimley-Horn Texas Office Locations



*“(The) Kimley-Horn team is competent, professional and understands the political realities we all work in. Aside from their professional capabilities, they were a joy to work with and consistently kept us on target, on schedule and on or under budget.”*

*-Alonzo Linan, PE, PTOE*

City of Keller Director of Public Works  
[alinan@cityofkeller.com](mailto:alinan@cityofkeller.com) | 817.743.4080



### Your Trusted Partner with CDBG Projects

**Kimley-Horn brings a 58-year history of supporting Community Development Block Grant projects across Texas, with a deep understanding of CDBG program requirements and municipal planning needs.** Our experience spans planning, engineering, and grant support services for communities navigating complex state and federal funding programs. This long-standing familiarity with CDBG allows us to guide the City of Decatur with confidence and clarity throughout the grant application process.

## CDBG Knowledge and Previous CDBG Clients

Kimley-Horn has or is currently providing consulting engineering services to more than 200 communities and municipal agencies throughout Texas. We have provided engineering services on a regular basis for several of the communities involved in the CDBG program.

**Local municipalities within 100 miles of Decatur are highlighted below with the types of projects we have undertaken.**

\$ Kimley-Horn has helped municipalities secure more than \$20 million in CDBG project funding across the nation

City	Completed	Water	Sewer	Streets	Traffic	Sidewalk	Storm Drainage
City of Azle	2026	•	•				•
City of Benbrook	2012			•	•		•
City of Everman	2007	•		•		•	
City of Forest Hill	2009	•		•			•
City of Garrett	2014	•					•
City of Grapevine	2025	•		•	•	•	
City of Haltom City	2023	•		•	•		
City of Hurst	2023		•	•	•		
City of Keller	2025	•		•			•
City of Kennedale	2007	•					
City of Lake Worth	2023	•	•	•	•	•	•
City of Richland Hills	2024	•	•	•			
City of Saginaw	2024	•	•	•	•	•	•
City of Watauga	2019				•		
City of Westworth Village	2018	•	•				•
City of White Settlement	2019	•	•	•			
City of Windthorst	2026			•			

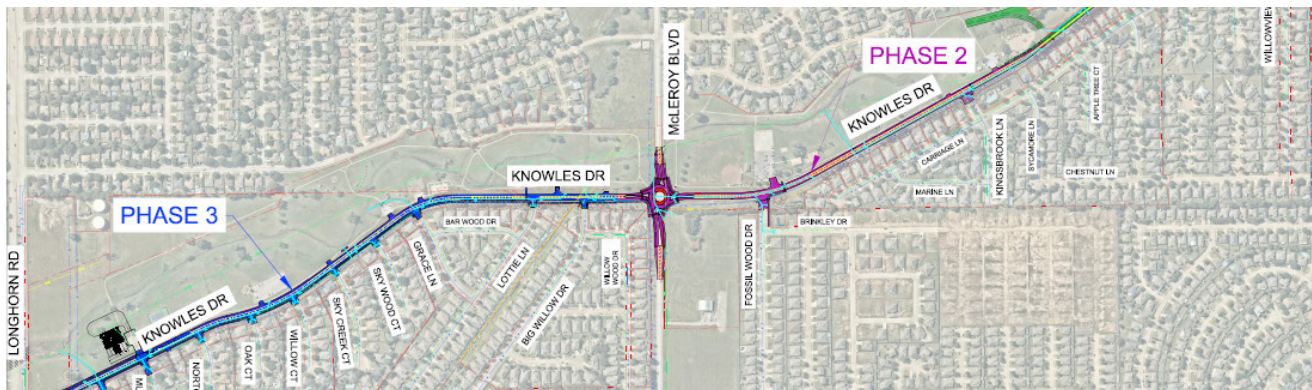
## Relevant Experience

### **Resilient Communities Program CDBG-DR Grant Application | 📍 Leonard, TX**

Kimley-Horn was selected through an Engineering and Grant Application/Administration Request for Proposal to assist the City of Leonard with the preparation and administration of a Resilient Communities Program CDBG-DR grant application. Through this effort, the City was awarded \$250,000 to develop a Comprehensive Plan, Zoning Ordinances, Building Codes, and a Flood Damage Prevention Ordinance. The award exceeded the standard maximum funding threshold by \$50,000.

### **Saginaw Bond Support | 📍 Saginaw, TX**

Kimley-Horn assisted the City of Saginaw with the planning of their May 2021 Bond Program. Dubbed the “ABCs of Saginaw,” the proposed bond program ultimately included three propositions: A – street and roadway, B – parks and senior center, and C – new library. To reach the completion of the bond packages, our team helped with planning-level designs and costing of eight different roadways and several park improvements. Once the pre-engineering activities concluded, the Citizen Bond Committee ultimately decided to include six of the roadway improvements and \$4 million toward the park improvements. The citizens of Saginaw voted to approve all three bond propositions in May 2021. As of January 2024, four of the six roadway improvements have been constructed or are under construction, and the remaining projects are in the design phase. Additionally, our Kimley-Horn team partnered with staff to apply for funding from the 2021 Tarrant County Bond Program and received \$3.4 million in funding. The funded project was one of the first projects from the Tarrant County Bond program to complete construction.



### **Ruth Street and Sidewalk Improvements CDBG | 📍 Grapevine, TX**

The City of Grapevine received funding through Tarrant County’s CDBG program to fund the reconstruction of existing neighborhood streets that have failing pavement, ponding drainage, and non-compliant or incomplete pedestrian routes. Most recently a focus has included Austin Street (recently bid) and Eckley Street (in design). Kimley-Horn assisted the City with the application of funds and is contracted annually to complete the engineering design of the roadway, sidewalks, and impacted utilities. Elements of the design on the various projects include:

- ▶ Roadway profiling
- ▶ Matching existing right-of-way constraints and improving drainage conditions
- ▶ Sidewalk grading including accessible ramps
- ▶ Residential lead walk grading including steps
- ▶ Residential drainage from house gutters
- ▶ Relocating a fire hydrant
- ▶ Maintaining residential access during construction



### **Zotz Road Rehabilitation CDBG | 📍 Windthorst, TX**

As part of the 2023-2024 CDBG program, the City contracted with Kimley-Horn on the Zotz Road Rehabilitation project to provide engineering services, including general plans and profile drawings, typical roadway cross sections, and grading necessary for the intended design, all aimed at reconstructing and widening Zotz Road. The project team worked closely with City staff to develop recommendations aligned with the City's needs for proposed pavement widths and to calculate quantities based on the proposed roadway cross sections. Additionally, Kimley-Horn prepared contract specifications and bid documents, including a community impact map for the project identified in the grant application. Kimley-Horn provided construction management services and completed the project in May 2025.



### **Water Line Design CDBG | 📍 Richland Hills, TX**

This CDBG project in the City of Richland Hills involved the planning and installation of over 14,000 LF of 6-, 8-, 10-, and 12-inch water lines throughout the City. The majority of the project was along Glenview Drive and Baker Boulevard but included many other streets in the City. Kimley-Horn installed new water service connections, fire hydrants, valves, and blow-off valves. The project also included necessary pavement repairs, pressure testing, and borings for under driveways and trees.

### **Water and Sanitary Sewer CDBG Projects | 📍 Lake Worth, TX**

Since 2006, every other year, Kimley-Horn assists the City of Lake Worth in pursuing the Tarrant County CDBG funds for smaller projects. Kimley-Horn assists the City in the application process, design, and limited construction phase services on water and sanitary sewer rehabilitation projects. Within the past few years, Kimley-Horn has completed approximately 5,000 LF of sanitary sewer and 3,500 LF of water lines through the CDBG funded projects. Kimley-Horn worked with both the City and Tarrant County to deliver the projects on schedule to keep the funding.

### **Old Town Keller Improvements Bates/Festival Street and Park | 📍 Keller, TX**

In 2018, the City of Keller worked with Kimley-Horn to develop a vision for the east side of Old Town Keller which is called Old Town Keller Phase II (OTK PH II). The project consisted of developing an implementation plan and conceptual layout that was aimed at enhancing the infrastructure, amenities, safety, aesthetics, and mobility. Kimley-Horn and the City hosted public engagement events including a citywide online survey, having a booth at Keller Crawfish Krawl and Keller Summer Nights, conducting two public meetings, and two city council meetings. All of these public engagement activities helped shape the final implementation plan document and conceptual layout that was presented to the public and city council in October 2018.

When OTK PH II is completed, roughly 6,400 LF of roadway will be improved which will encourage development, pedestrian mobility, and will bring a sense of place for the citizens of Keller to enjoy. This effort is well underway with Kimley-Horn performing all aspects of design services with the city. A roundabout at Bear Creek Parkway has been designed and constructed to create a gateway into Old Town from the south end of Elm Street. The festival street on Bates Street has been designed and constructed as well as Bates Street park. Design is also complete and construction is underway on the most significant roadway improvement, Elm Street, which will bring increased on-street parking, sidewalks and a streetscape aesthetic that will give Old Town a historic feeling to encourage slower speeds and increased pedestrian activity.



### **Thompson Sidewalks CDBG | 📍 Saginaw, TX**

The City of Saginaw received funding through Tarrant County's CDBG program to fund approximately 3,000 LF of new sidewalks, driveways, and correct drainage issues along Thompson Drive. The goal of this project was to connect to sidewalk from previous CDBG projects to continue connectivity to the local Elementary School. Kimley-Horn assisted the City with the application process and has been contracted multiple years to complete the engineering design of the roadway and pedestrian improvements.

### **Parks and Recreation Facility and Parking Lot Improvements | 📍 Princeton, TX**

Kimley-Horn was hired by the City of Princeton to prepare construction plans for a new Parks and Recreation Facility as well as parking lots and drive aisles to serve the nearby park. Due to budgetary constraints, the team designed the project so that it could be easily phased, allowing the building to not be constructed until Phase 2. Phase 1 of construction included almost 400 parking spaces, fire lanes, drive aisles, pedestrian paths, water and sanitary sewer improvements, storm drainage infrastructure, landscaping, irrigation, and parking lot lighting. Kimley-Horn provided both bidding and construction phase services.



### **State Street 8-Inch and 12-Inch Water Line | Decatur, TX**

Kimley-Horn was selected by the City of Decatur to provide design and construction phase services for multiple 8-inch water lines, one 12-inch water line, and roadway reconstruction along State Street within the Decatur Main Street District. The project improved fire flow to mitigate fire risks for downtown businesses and, most importantly, provided fire suppression service to the newly renovated Wise County Courthouse. The first courthouse, constructed in 1860, was destroyed by fire in 1881, and a second courthouse built shortly thereafter also succumbed to fire in January 1895. The courthouse that stands today was completed in October 1895 and, for the first time in its history, now has dedicated fire protection. Project design began in February 2024, and construction was completed in October 2024, for a total project duration of eight months. The project required direct and consistent coordination with City staff and the Main Street Manager, Freida Lasater, who communicated project updates and anticipated impacts to downtown business owners. Additional coordination included obtaining a TxDOT permit to cross Walnut Street and carefully designing improvements to preserve the historic brick sidewalks within the district. Kimley-Horn delivered the project well in advance of the Wise County Courthouse reopening while minimizing impacts to downtown businesses.

### **East Broad Street | 📍 Mansfield, TX**

Kimley-Horn was selected by the City of Mansfield to provide engineering services for the design of East Broad Street from Cannon Drive to US 287. The project presented unique traffic control phasing challenges due to the adjacent commercial businesses and four signalized intersections, including US 287. Our team was able to manage the coordination with TxDOT and deliver the project on an expedited schedule to accommodate impending development projects. The 3,000 LF stretch of roadway included internal storm drain, raised medians with enhanced landscaping, three upgraded traffic signals, illumination, and pedestrian facilities.

### **Haslet Avondale-Haslet Road Connector | 📍 Haslet, TX**

Kimley-Horn was selected by the City of Haslet to design their largest project in the history of the City. The design included more than 13,000 LF of storm drain system (18-inch to 48-inch), which included a variety of box culvert sizes as well as small and large diameter reinforced concrete pipe. The installation of the pipe was within an existing two-lane asphalt roadway for approximately half of the project, while the other half was placed through an open field. The project required an alignment study to evaluate different alternatives to the roadway and storm drainage system. The alignment study also evaluated the downstream impacts of each of the 11 culvert crossings. Hydraulic models were prepared for each crossing. An erosion control design was determined for each crossing. The culvert crossings ranged in size from 48-inch RCP to six box culverts.

The project also included the design of two bridge crossings over a FEMA regulated creek. The team performed a hydrologic and hydraulic analysis for each of the contributing watersheds (rational method and unit hydrograph method). The project included other elements such as water, sanitary sewer, traffic, and roadway designs. The team performed extensive franchise utility coordination efforts, as well as bidding and construction phase services. The project team is obtaining a federal grant for the project which required the project to be designed to federal, state, and local requirements.

### **Saginaw Drainage System No. 2 | Saginaw, TX**

The City of Saginaw contracted Kimley-Horn to perform a watershed analysis for a major storm drainage system along Business 287. Large residential communities did not install underground storm drainage systems, which allowed for the large surface flow and flooding issues along a major highway through the middle of Saginaw. Kimley-Horn performed a hydrologic and hydraulic assessment of the neighborhood and designed a storm drainage system consisting of 10-foot by 6-foot reinforced concrete box to be installed along Business 287. A preliminary study was performed to determine the sizes of the box culverts and associated costs. The alignment was also evaluated to determine whether to place the storm drainage system within TxDOT right-of-way or within an easement. Kimley-Horn assisted the City with obtaining an easement for the storm drainage system. We coordinated extensively with business owners and TxDOT. Kimley-Horn prepared grading, paving, traffic control, and utility plans for the project.



### **Brook Hollow Channel Improvements | Bedford, TX**

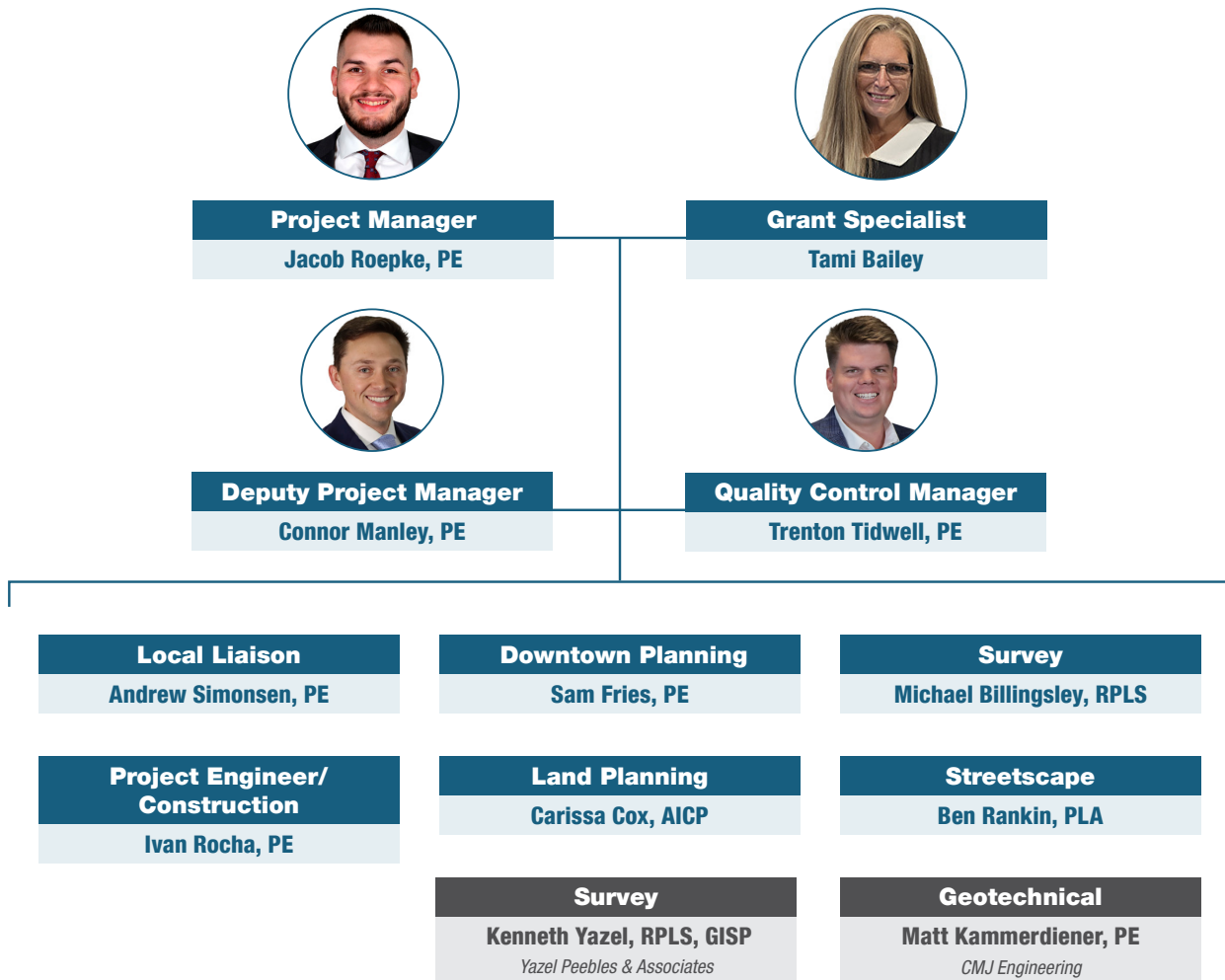
The City of Bedford hired Kimley-Horn to prepare construction plans and contract documents for the channel restoration project along Sulphur Branch (Zone AE with floodway). Heavy rains caused the existing concrete lined channel to collapse. The existing rectangular concrete channel with concrete bottom was washed downstream during the heavy storm events. Kimley-Horn designed a modular block wall system to replace the concrete lined channel. Hydraulic modeling was performed to make sure the proposed improvements did not cause an increase in water surface elevation.

In addition, coordination efforts with the USACE were performed to determine the permitting strategy for the project. Kimley-Horn's creative design and construction management techniques allowed the City to move forward with this project under the Nationwide General Permit 32. Other key design elements of the project included the design of a 27-inch sanitary sewer line located under and adjacent to the wall, a maintenance ramp, specific designs around an existing sanitary sewer aerial crossing, existing pedestrian bridge, and a public park/playground. Kimley-Horn provided construction phase services during the construction phase of the project.

## Organizational Chart

We have selected a team of seasoned professionals who offer the high level of responsiveness you need for this project. The depth of our staff in the required areas of expertise and our familiarity with your needs will allow us to maximize our coordination efforts while integrating resources, adhering to project schedules, and managing the budget effectively. With these processes in place, we can meet the technical and staffing needs anticipated for this contract.

**As demonstrated on the organization chart and resumes of our key team members, Kimley-Horn has assembled a team of highly qualified individuals with extensive experience in the technical disciplines required for this project.**



- Kimley-Horn Staff
- Subconsultant



**Professional Credentials**

Bachelor of Science,  
Civil Engineering,  
North Dakota State  
University-Fargo

Professional Engineer  
in Texas (No. 149261)

## Jacob Roepke, PE

### PROJECT MANAGER

Jacob has six years of experience managing and delivering municipal roadway, sidewalk, and utility projects, including numerous projects funded through the CDBG program and other grant sources. He is responsible for overall coordination of project activities, grant compliance, agency coordination, and delivery of planning and engineering services in accordance with approved scopes and funding requirements. Jacob’s technical expertise includes horizontal and vertical roadway design, drainage design, traffic control phasing, opinions of probable construction cost, franchise utility coordination, and supporting public involvement. He brings a proactive, detail-oriented approach to project management, working closely with City staff, review agencies, utilities, and stakeholders to anticipate issues, minimize conflicts, and maintain grant compliance while advancing projects efficiently from planning through implementation.

### Relevant Experience

- ▶ State Street 8-inch and 12-inch Water Lines, Decatur, TX
- ▶ Worth Street CDBG, Grapevine, TX
- ▶ Ruth Street and Sidewalk Improvements CDBG, Grapevine, TX
- ▶ Dooley Street Reconstruction CDBG, Grapevine, TX
- ▶ Thompson Sidewalks CDBG, Saginaw, TX
- ▶ Bluebonnet Sidewalk Improvements CDBG, Saginaw, TX
- ▶ Ryan Road Improvements, Denton, TX
- ▶ Denton Mingo-Ruddell Improvements, Denton, TX
- ▶ Trinity Boulevard Phases 1 and 2, 36-Inch Water Line Replacement and Roadway Improvements, Fort Worth, TX
- ▶ Interstate 820 at Marine Creek Parkway Improvements, Fort Worth, TX
- ▶ Camp Bowie Boulevard at Bryant Irvin Road Intersection, Fort Worth, TX
- ▶ Fort Worth Bomber Spur Trail, Fort Worth, TX
- ▶ Harmon Road, Fort Worth, TX
- ▶ Lake Como Sidewalk Improvements, Fort Worth, TX
- ▶ Knowles Drive Phases 1–3, Saginaw, TX

*Jacob’s focused experience managing grant-funded municipal projects allows him to bring disciplined coordination, close attention to compliance, and consistent follow-through to Tx-CDBG efforts. His hands-on approach and familiarity with CDBG requirements provides the City with responsive leadership and a well-managed grant application process.*



**Professional Credentials**

Bachelors of Science,  
Psychology,  
Truman State University

## Tami Bailey

### GRANTS SPECIALIST

Tami brings 16 years of professional grants experience. She previously served as the grants manager for Collier County, FL, where she successfully authored grant applications for federal, state, and local funders. During her tenure, Tami authored or co-authored grants totaling at least \$166 million for Collier County residents. Tami's extensive expertise in grants administration and grants management is demonstrated by her impressive track record in securing and allocating funds. Her skills in strategic planning, fiscal oversight, and team leadership have had a notable impact on previous organizations, securing vital funding for key initiatives. Tami's proven ability to manage complex projects while managing compliance with organizational and funder requirements makes her an invaluable asset to the City.

**Relevant Experience**

- ▶ SS4A Safety and ADA Transition Plan, Decatur, TX
- ▶ Resilient Communities Program CDBG-DR Grant Writing and Administration, Decatur, TX
- ▶ Resilient Communities Program CDBG-DR Grant Application, Lytle, TX
- ▶ Resilient Communities Program CDBG-DR Grant Application, Leonard, TX
- ▶ Resilient Communities Program CDBG-DR Grant Administration, Wolfforth, TX
- ▶ SS4A Safety and ADA Transition Plan, Sunnyvale, TX
- ▶ SS4A Implementation Plan, Robinson, TX
- ▶ SS4A Implementation Plan, Universal City, TX
- ▶ Texas Water Development Board Application, Manville, TX
- ▶ Charlotte Area Transit System (CATS) BlueLine Station Structural Repairs, Charlotte, NC
- ▶ Fort Hammer Road and Bridge Repair U.S. Department of Housing and Urban Development, Manatee County, FL
- ▶ Transmission and Transformer Replacement, EDA – FY'23 Disaster Supplemental, Beloit, KS
- ▶ Lake Arrowhead Outlet Work, Disaster Mitigation, San Bernardino County, CA
- ▶ Hazard Mitigation Grant Application and Environmental, Clarksville, TN
- ▶ Lincoln Park Pedestrian Bridge, Manatee County, FL
- ▶ Hazard Mitigation Grant Application, FEMA, Statesville, NC



### Professional Credentials

Bachelor of Science,  
Civil and Environmental  
Engineering, California  
Polytechnic State  
University

Professional Engineer  
in Texas (No. 149526)

## Connor Manley, PE

### DEPUTY PROJECT MANAGER

Connor has six years of experience in water and wastewater infrastructure design, specializing in conveyance and facilities such as pump stations, lift stations, ground storage tanks, and elevated storage tanks. He is proficient in water and sewer modeling. Connor excels in system planning, water/sewer line design, and pump design/testing. He has tested over 100+ pumping systems across the United States in his career. His commitment to sustainable water resource management and innovative problem-solving makes him a valuable asset in the field. As deputy project manager, he will be responsible for supporting Jacob efficiently complete the grant application with a focus on quality.

### Relevant Experience

- ▶ State Street 8-Inch and 12-Inch Water Line, Decatur, TX
- ▶ Raw Water Pump Station and Transmission Main Testing and Evaluation, Decatur, TX
- ▶ Walmart Sewer Line D 12-Inch and 15-Inch Sewer Line, Decatur, TX
- ▶ Poco 12-Inch Water Line, Decatur, TX
- ▶ Thompson Street 1.0 MG Elevated Storage Tank, Decatur, TX
- ▶ Decatur 2023 Impact Fee Update, Decatur, TX
- ▶ Decatur 2019 Subdivision Ordinance, Decatur, TX
- ▶ Amarillo Wastewater Master Plan Update and Lift Station Testing, Amarillo, TX
- ▶ Industrial Pump Station, Burleson, TX
- ▶ Cedar Hill Water Master Plan Update and Pump Testing, Cedar Hill, TX
- ▶ Lake Sharon Pump Station Testing, Corinth, TX
- ▶ Denton Lift Station Assessment and Testing Program, Denton, TX
- ▶ ECUD Water System Improvements (42nd Street Pump Station), Ector County, TX
- ▶ Pump Station No. 3, Fate, TX
- ▶ Baxter #5 Lift Station Testing, Fate, TX
- ▶ Glen Chester Lift Station Rehabilitation and Testing, Flower Mound, TX
- ▶ Flower Mound Lift Station Testing, Flower Mound, TX
- ▶ Sunset Cove Lift Station Testing, Fort Worth, TX
- ▶ Clear Fork Lift Station and Force Main, Fort Worth, TX
- ▶ Broadway Lift Station Testing, Haltom City, TX
- ▶ JCSUD Water Master Plan and Pump Testing, Johnson County, TX
- ▶ Sharon Drive and High Ridge Lift Station Testing, Krum, TX
- ▶ Liberty Utilities Lift Station Testing Program, Tyler, TX
- ▶ Dove Creek and Padera Lake Lift Station Testing, Midlothian, TX
- ▶ Woodridge Lift Station Testing, Mustang SUD, TX
- ▶ Yukon Pump Station and Testing, Odessa, TX
- ▶ Lift Station 7M Pump and Force Main Testing, Trinity River Authority, Fort Worth, TX
- ▶ Return Activated Sludge Pump Testing, Waxahachie, TX
- ▶ Wolfforth Wastewater Master Plan and Pump Testing, Wolfforth, TX
- ▶ Fairmount Sewer Phase 1 12-Inch and 15-Inch Sanitary Sewer, Saginaw, TX
- ▶ FM-156 Utility Relocations 12-Inch Water Line, Saginaw, TX
- ▶ Knowles Phase 1-3 Utility Relocations 6, 12-Inch Water Lines and 6-Inch Sewer Line, Saginaw, TX
- ▶ Bethesda Dick Price 16-Inch Water Line, Burleson, TX
- ▶ Bethesda Houston Road 8-Inch Water Line, Burleson, TX



### Professional Credentials

Bachelor of Science,  
Civil Engineering,  
Texas AandM University

Professional Engineer  
in Texas (No.131122)

## Trenton Tidwell, PE

### QUALITY CONTROL MANAGER

Trenton specializes in municipal roadway design and offers 12 years of relevant experience. His experience ranges from major arterial reconstructions to roundabout design. Key areas of Trenton's expertise include public involvement, horizontal and vertical roadway design, intersection grading, drainage design, traffic control phasing, signing and marking design, developing opinions of probable construction cost, and franchise utility coordination.

### Relevant Experience

- ▶ Worth Street CDBG, Grapevine, TX
- ▶ Ruth Street and Sidewalk Improvements CDBG, Grapevine, TX
- ▶ Dooley Street Reconstruction CDBG, Grapevine, TX
- ▶ Thompson Sidewalks CDBG, Saginaw, TX
- ▶ Bluebonnet Sidewalk Improvements CDBG, Saginaw, TX
- ▶ Old Decatur Road/Marine Creek Parkway, Fort Worth, TX
- ▶ UPRR Kellis Group Quiet Zones, Fort Worth, TX
- ▶ UPRR Handley Group Quiet Zones, Fort Worth, TX
- ▶ Bailey Boswell Road Phase 2, Saginaw, TX
- ▶ Downtown Fort Worth Initiatives Pedestrian Improvements at BNSF Railroad, Fort Worth, TX
- ▶ Gainesville Street Utility Maintenance Program, Gainesville, TX
- ▶ Street and Utility Maintenance Program (SUMP) J Denton and Red River Street Rehab, Gainesville, TX
- ▶ Knowles Drive Conceptual Design, Saginaw, TX
- ▶ Sol Trace Roundabouts, San Antonio, TX
- ▶ Harmon Road, Fort Worth, TX
- ▶ Heritage Trace Parkway Roundabout, Fort Worth, TX
- ▶ Francis Drive Reconstruction, College Station, TX
- ▶ Lake Como Sidewalk Improvements, Fort Worth, TX



### Professional Credentials

Bachelor of Science,  
Civil Engineering,  
University of Texas  
at Austin

Professional Engineer  
in Texas (No. 124972)

## Andrew Simonsen, PE

### LOCAL LIAISON

Andrew's 13 years of experience include quality reviewing, infrastructure design, planning, and analysis. Andrew provides water and wastewater system design, construction administration, and capital improvement planning. His principal areas of practice include water and wastewater utility design, utility master planning, and capital improvement planning. Andrew has worked on projects from conception through planning, design, and construction. Andrew has a passion for building and strengthening relationships with municipal clients and working with all stakeholders including contractors to develop timely and practical solutions. With a unique interest in planning and design, he works in a systematic manner, shepherding projects through from conception to project closeout.

### Relevant Experience

- ▶ Decatur 2023 Impact Fee Update, Decatur, TX
- ▶ Decatur 2019 Subdivision Ordinance, Decatur, TX
- ▶ Decatur Water and Wastewater Master Plans, Decatur, TX
- ▶ Decatur 1.0 MG Elevated Storage Tank, Decatur, TX
- ▶ Decatur 0.5 MG Elevated Storage Tank Rehabilitation, Decatur, TX
- ▶ Decatur 2022 Water Model Update and Memo, Decatur, TX
- ▶ Industrial Park on FM 2264, Decatur, TX
- ▶ Ector County Utility District Tripp Street 21 MGD Pump Station and 4.0 MG Ground Storage Tank, West Odessa, TX
- ▶ Fate 17 MGD Pump Station and 3.0 MG Ground Storage Tank, Fate, TX
- ▶ Odessa Yukon Pump Station Rehabilitation and 2.0 MG Ground Storage Tank, Odessa, TX
- ▶ Bethesda Pump Station #15 and 1.0 MG Ground Storage Tank, Burleson, TX
- ▶ Saginaw Beltmill Booster Pump Station, Saginaw, TX
- ▶ Saginaw Northwest Booster Pump Station, Saginaw, TX
- ▶ Elkins 13 MGD Lift Station, Gainesville, TX
- ▶ Marina 9 MGD Lift Station, Lake Worth, TX
- ▶ Reuse Pump Station, Graham, TX
- ▶ Denton Lift Station Pump Performance Testing, Denton, TX
- ▶ Cedar Hill High Service Pump Station Testing, Cedar Hill, TX
- ▶ Burleson High Service Pump Station Testing, Burleson, TX
- ▶ Arlington New York 2.5 MG EST, Arlington, TX
- ▶ Collins 2.5 MG EST Rehab, Arlington, TX



**Professional Credentials**

Bachelor of Science,  
Civil Engineering,  
Iowa State University

Professional Engineer  
in Texas (No. 120413)

Transit Coalition of North  
Texas, Board Member

Streetcar Coalition,  
Board Member

## Sam Fries, PE

### DOWNTOWN PLANNING

As the Downtown Planning Lead for the City of Decatur’s TxCDBG Downtown Revitalization effort, Sam brings 14 years of experience leading downtown and multimodal planning and design projects across Texas. She provides technical leadership for planning-level evaluation and documentation supporting the TxCDBG grant application, working closely with the project manager and grant specialist to translate downtown needs into clear, defensible materials. Her responsibilities include existing conditions mapping, sidewalk and streetscape assessments, and identification of improvement opportunities aligned with TxCDBG eligibility requirements and scoring criteria.

With a strong background in downtown planning from initial concept development through final design, Sam specializes in integrated multimodal street design that balances pedestrian amenities, vehicular operations, bicycle facilities, on-street parking, and traffic-calming elements. Using a context-sensitive solutions approach, she develops planning recommendations that respond to local character, meet ADA accessibility requirements, and are feasible for construction. Her experience supporting grant-funded projects positions the City to submit a competitive TxCDBG application while establishing a practical foundation for efficient transition into final design should funding be awarded.

### Relevant Experience

- ▶ 2018 Old Town Keller Phase II Downtown Planning and Conceptual Roadway Design, Keller, TX
- ▶ Keller Tarrant County Bond Applications, Conceptual Layouts, and Construction Costs, Keller, TX
- ▶ Bates Street/Festival Street, Park, and Pedestrian Hybrid Beacon, Keller, TX
- ▶ US 377 Green Ribbon Grant, Keller, TX
- ▶ South Elm Street Improvements, Keller, TX
- ▶ North Richland Hills Transportation Alternative Set-Aside Grant Application, North Richland Hills, TX
- ▶ Keller Impact Fee and Master Thoroughfare Plan Update, Keller, TX
- ▶ Old Town Keller Parking Garage Study, Keller, TX
- ▶ South Main Street Downtown Street Improvements, Mansfield, TX
- ▶ Old Town Burleson Improvements, Burleson, TX
- ▶ Rowlett Downtown Improvements, Rowlett, TX
- ▶ Trinity Boulevard Urban Street Reconstruction, Fort Worth, TX
- ▶ Ridglea Urban Village Streetscape, Fort Worth, TX
- ▶ Cypress Waters Mixed Use Development, Dallas, TX
- ▶ Windsor Drive, Flower Mound, TX
- ▶ Downtown Aledo Trailhead and Pine Street Planning, Aledo, TX
- ▶ Downtown Denton Mews Streets Public Engagement and Planning, Denton, TX
- ▶ Denton Standard Construction Contract Specifications, Denton, TX
- ▶ Denton Right-of-Way Ordinance, Denton, TX
- ▶ Fort Worth Roundabout Design Criteria, Fort Worth, TX
- ▶ Krum Downtown Master Plan, Krum, TX
- ▶ Krum Subdivision Update, Design Manual, and Construction Manual, Krum, TX



### Professional Credentials

Master of Science,  
Applied Geography,  
University of North Texas

Bachelor of Arts, Biology,  
Texas A&M University

American Institute of  
Certified Planners  
(No. 197018)

## Carissa Cox, AICP

### LAND PLANNING

Carissa has 20 years of experience in comprehensive planning, development codes and ordinances, and implementation strategies to accommodate development priorities in the context of community vision. Carissa works closely with her clients to provide a transparent yet controlled process that leads to successfully adopted products. She integrates technical expertise with intentional engagement strategies, realistic implementation tools, and proven sustainability principles to deliver products that are innovative yet contextually appropriate. She has experience planning at many different scales, from project sites to multi-jurisdictional areas. Carissa is actively involved in each stage of the project process. As a Spanish-speaker, Carissa is also able to assist with community outreach events when bilingual communication is needed.

### Relevant Experience

- ▶ Crandall Comprehensive Plan, Crandall, TX
- ▶ Wolfforth Comprehensive Plan, Wolfforth, TX
- ▶ Cleburne Rezoning Support, Cleburne, TX
- ▶ New Braunfels Bike and Pedestrian Network Plan, New Braunfels, TX
- ▶ Jarrell Old Town Master Plan, Jarrell, TX
- ▶ Liberty Hill Planning Services, Liberty Hill, TX
- ▶ VIA Metropolitan Transit Agency Station Area Planning, San Antonio, TX
- ▶ Everett Link Extension/Operations and Maintenance Facility, Seattle, WA
- ▶ Transit-Oriented Development Form-Based Code Revisions, North Richland Hills, TX\*
- ▶ VIA Metropolitan Transit Agency Transit Supportive Land Use Services, San Antonio, TX\*
- ▶ Sound Transit Everett Link and Operations and Maintenance Facility North, Seattle, WA
- ▶ Iron Horse Crossing Concept Plan and Zoning Review, North Richland Hills, TX\*
- ▶ Brenham Downtown Master Plan, Brenham, TX\*
- ▶ Downtown Revitalization Plan, Brownsville, TX\*
- ▶ Hickory Creek Town Center Zoning Revision and Development Strategy, Hickory Creek, TX\*
- ▶ San Antonio Subarea Plans (Multiple Areas), San Antonio, TX\*
- ▶ Development Code Review, Smithville, TX\*
- ▶ Westlake Zoning Code Analysis, Westlake, TX\*
- ▶ Zoning Code Review, SUP Requirements, North Richland Hills, TX\*
- ▶ Falling Waters Zoning Amendment and Development Advisement, Marble Falls, TX\*
- ▶ Greater Brownsville Industrial Corridor, Brownsville, TX\*
- ▶ Brownsville Integrated Logistics Hub, Brownsville, TX\*
- ▶ Gus Thomasson Neighborhood Stabilization Plan, Mesquite, TX\*
- ▶ Cleburne Comprehensive Plan, Cleburne, TX\*
- ▶ Godley Comprehensive Plan, Godley, TX\*

*\*Project completed prior to joining Kimley-Horn*



### Professional Credentials

Bachelor of Science,  
Landscape Architecture,  
University of Kentucky

Professional Landscape  
Architect in Texas  
(No. 2904)

## Ben Rankin, PLA

### STREETSCAPE

Ben has worked as a Landscape Architect for six years. His work encompasses a variety of projects within both the public and private sectors including streetscapes, parks and recreational amenities, mixed-use development, master-planned communities, and municipal buildings. Ben focuses on landscape-based sustainable design and technologies within the urban and suburban context. His interests include understanding what makes a community complete and creating memorable retail-based pedestrian experiences.

### Relevant Experience

- ▶ Panther Creek Parkway, Frisco, TX
- ▶ Pecan Street Planning, Celina, TX
- ▶ Celina Roadway Impact Fee, Celina, TX
- ▶ Prairie Ridge Extension, Mansfield, TX
- ▶ Continental Viaduct Pedestrian Experience, Dallas, TX\*
- ▶ McKinney Avenue Streetcar Expansion, Dallas, TX\*
- ▶ North Beckley Avenue Corridor Usage Study, Dallas, TX\*
- ▶ Continental Avenue Traffic, Pedestrian, and Streetscape Study, Dallas, TX\*
- ▶ Rockwall Concept Plan, Rockwall, TX
- ▶ Neighborhood Vision Guide, Celina, TX
- ▶ Linear Park Planning Study, Celina, TX
- ▶ Celina Alley Plaza, Celina TX
- ▶ Highland Lakes Master Plan, Highland Lakes, TX
- ▶ City of Henderson Transportation Plan, Henderson, TX
- ▶ Stonegate Church, Midlothian, TX
- ▶ GI Demonstration Area, Pittsburgh, PA\*
- ▶ Bergamo Vista Recreation, Katy, TX
- ▶ Henderson Event Center, Henderson
- ▶ Trinity Lakes Park, Dallas, TX\*
- ▶ Downtown Gardens, Palm Beach Gardens, FL\*

*\*Project completed prior to joining Kimley-Horn*



**Professional Credentials**

Bachelor of Science,  
Civil Engineering,  
Texas A&M University

Professional Engineer in  
Texas (No. 150221)

OSHA 30-Hour Course

**Ivan Rocha, PE**

**PROJECT ENGINEER/CONSTRUCTION**

Ivan has eight years of construction-related experience. He has worked for a general contractor as an estimator and project engineer and utilizes his experience as a contractor during the design, bidding, and construction phases of a project. Ivan leads and assists with constructability reviews, construction contract time determination scheduling, franchise utility coordination, opinions of probable construction cost, specification and bid package development, construction sequencing and phasing, contract execution and oversight, preconstruction meetings, construction scheduling and contractor schedule review, construction progress meetings, submittal review and coordination, request for information review and coordination, construction inspection and observation, pay application review, change order review, and project closeout. Ivan’s project experience includes water/wastewater facilities, water/wastewater utilities, storm drainage, earthwork and site grading, subgrade preparation, paving, and bridge construction.

**Relevant Experience**

- ▶ Markum Ranch Pump Station and Ground Storage Tank, Fort Worth, TX
- ▶ Clear Fork Lift Station, Fort Worth, TX
- ▶ Waxahachie Wastewater Treatment Plant Improvements, Waxahachie, TX
- ▶ Wastewater Rehabilitation Bond Project, Pantego, TX
- ▶ Bear Creek Parkway Intersection Improvements, Keller, TX
- ▶ Bates Street Reconstruction, Keller, TX
- ▶ Addison Alpha Connector, Addison, TX
- ▶ Shiloh Road Expansion, Plano, TX
- ▶ Johns Manville Drive Extension, Hillsboro, TX
- ▶ DWU 2019 Storm Drain Improvements, Dallas, TX
- ▶ DWU 2019 Erosion Control Improvement, Dallas, TX
- ▶ Reuse Pump Station and Reclaimed Water Line, Graham, TX
- ▶ Westside IV Elevated Storage Tank Fort Worth, TX
- ▶ Kay Lane Reconstruction, Westworth Village, TX
- ▶ Knowles Drive, Saginaw, TX



### Professional Credentials

Bachelor of Business Administration, University of North Texas

Registered Professional Land Surveyor in Texas (No. 6558)

## Michael Billingsley, RPLS

### SURVEY

Michael brings 25 years of professional experience as a land surveyor in the civil engineering industry. He has contributed to a diverse array of design projects, including utilities infrastructure, parks, high-end residential streetscapes, land planning, roadway improvements, and commercial development. Michael's extensive background promotes accurate, reliable survey data that supports successful project delivery and coordination across multidisciplinary teams.

### Relevant Experience

- ▶ Scyene Road, Mesquite, TX
- ▶ Front Street Reconstruction, Mesquite, TX
- ▶ Armstrong Avenue Reconstruction, Highland Park, TX
- ▶ Eldorado Parkway Bridge, Frisco, TX
- ▶ Fairmont Sewer Rehabilitation, Saginaw, TX
- ▶ Keller Old Town East Improvements, Keller, TX
- ▶ Keller Bear Creek Parkway Single Lane Roundabout, Keller, TX
- ▶ Bell Avenue TWU Roundabouts, Denton, TX
- ▶ Bates Street Reconstruction and Ditch Improvements, Keller, TX
- ▶ Riverside Bridge at Fossil Creek, Fort Worth, TX
- ▶ North Beach Street, Fort Worth, TX
- ▶ Garland Downtown Streets, Garland, TX
- ▶ FM 1709 Improvements, Keller, TX
- ▶ Haslet Intermodal Parkway, Haslet, TX
- ▶ 28th Street Water/Wastewater, Fort Worth, TX
- ▶ Kealy Avenue Improvements, Lewisville, TX
- ▶ Midlothian Deceleration Lanes, Midlothian, TX
- ▶ Fairmont Sewer Rehabilitation, Saginaw, TX
- ▶ Radecke 16-Inch Force Main and 21-Inch Gravity Main, Krum, TX
- ▶ Radecke 4.5 MGD Lift Station and Diversion Structure, Krum, TX



## Kenneth Yazel, RPLS, GISP

### SURVEY | YAZEL PEEBLES & ASSOCIATES

Kenneth has more than 25 years of experience providing high-quality surveying and GIS services for municipalities across Texas and Oklahoma. His expertise includes Survey Grade GIS Products, utility asset management, and the use of advanced geospatial technology. Kenneth is active in professional organizations, serving as a director for the Texas Society of Professional Surveyors and representing the Fort Worth Chapter at the state level. He is recognized for his leadership and his commitment to delivering precise and reliable surveying solutions.

#### Professional Credentials

Bachelor of Science,  
Geography, University of  
North Texas

Professional Surveyor in  
Texas (No. 6182)

GIS Professional  
(No. 61660)

Texas Society of  
Professional Surveyors,  
Director

Oklahoma Society of  
Land Surveyors, Member

National Society of  
Professional Land  
Surveyors, Member

#### Relevant Experience

- ▶ Avondale Haslet/Haslet Parkway/Intermodal Parkway Water and Sewer Line, Haslet, TX
- ▶ Murphy Street Water and Sewer Line, Odessa, TX
- ▶ Vernon Water Line, Vernon, TX
- ▶ Cargill/Ardent Mills Water Line, Saginaw, TX
- ▶ Odessa Water Wastewater Sections One, Two, and Three, Odessa, TX
- ▶ Springhill South Sewer Feasibility Study, Boyd, TX
- ▶ Elk Drive Sidewalks, Burleson, TX
- ▶ US 377 2nd Order Level Loop, Hood, Johnson, Parker, and Tarrant County, TX
- ▶ Survey Services for Will Rogers Memorial Center, Fort Worth, TX
- ▶ Survey Services for the Stockyards, Fort Worth, TX
- ▶ Fort Worth Cultural District GIS Map, Fort Worth, TX
- ▶ Flower Mound Intersections, Flower Mound, TX
- ▶ Sewer Line North Leg Alignment 6, Burleson, TX
- ▶ Fire Station No. 2, Burleson, TX
- ▶ Village Parkway and Kimble Kourt Screening Wall, Coppell, TX
- ▶ Plantation Drive Right-of-Way Topo, Coppell, TX



## Matthew Kammerdiener, PE

### GEOTECHNICAL | CMJ ENGINEERING

Matthew has worked in the field of geotechnical engineering and construction materials testing and inspection since 2012. He performs geotechnical engineering investigations and engineering for a multitude of project types. Typical projects include commercial, retail, manufacturing, and educational buildings, warehouses, highways and streets, above and below-grade retaining structures, major utility installations, elevated and ground-supported storage tanks, apartments and townhomes, residential subdivisions, and distress investigations.

#### Professional Credentials

Master of Science, Civil Engineering, University of Texas at Arlington

Bachelor of Science, Civil Engineering, University of Texas at Arlington

Professional Engineer in Texas (No. 127818)

American Society of Civil Engineers, Member

Society of American Military Engineers, Member

#### Relevant Experience

- ▶ Municipal Complex Project, North Richland Hills, TX
- ▶ Phase Next Recreation Center and Water Park, Bedford, TX
- ▶ East Arlington Recreation Center, Arlington, TX
- ▶ Southeast Arlington Recreation Center, Arlington, TX
- ▶ Linda Spurlock Park Renovation, North Richland Hills, TX
- ▶ New Fire Station No.1, Euless, TX
- ▶ Midway Aquatics Center, Euless, TX
- ▶ North Richland Hills Centre, North Richland Hills, TX
- ▶ Senior Activities Center, Keller, TX
- ▶ Bowden Events Center, Keller, TX
- ▶ Keller Pointe Expansion, Keller, TX
- ▶ Fire Station No. 26, Fort Worth, TX
- ▶ Diamond Hill Community Center, Fort Worth, TX
- ▶ Third Phase Attraction/Mat-Racer NRH20, North Richland Hills, TX
- ▶ Grand Avenue Park Plaza, North Richland Hills, TX

## Work Performance

Kimley-Horn has a strong record of successful performance on CDBG projects, supporting communities through grant application, implementation, and closeout while maintaining compliance with state and federal requirements. Our experience spans a wide range of CDBG-funded infrastructure and planning projects, including roadway reconstruction, sidewalk and ADA improvements, water and wastewater infrastructure, drainage improvements, and downtown revitalization efforts.

We understand the importance of meeting CDBG program requirements to protect grant eligibility and funding. Our teams have consistently supported local governments in preparing compliant documentation, coordinating with administering agencies, and delivering required planning and engineering services in accordance with approved scopes and performance statements. This familiarity with CDBG expectations allows us to help clients avoid delays, prevent compliance issues, and successfully advance projects from award through completion.

As demonstrated by our long-standing relationships with municipal clients throughout North Texas, Kimley-Horn's work performance is defined by reliability, responsiveness, and successful delivery of grant-funded projects that meet community needs and funding program objectives.

### REFERENCES

Kimley-Horn is proud of the relationships we have developed with our clients, and much of our success over the last six decades is directly related to our efforts to provide high-quality, timely services to all our clients. We invite you to contact our references; these individuals will tell you that we listened to their needs, met their schedules, accomplished their missions, and delivered results.

#### City of Saginaw

**Randy Newsom**  
*Public Works Director*  
333 West McLeroy Boulevard  
Saginaw, TX 76179  
**817.230.0448**

#### City of Grapevine

**John Robertson, PE, CFM**  
*Deputy Director of Public Works*  
200 South Main Street  
Grapevine, TX 76051  
**817.410.3134**

#### City of Lake Worth

**Stacey Almond**  
*City Manager*  
3805 Adam Grubb Drive  
Lake Worth, TX 76135  
**817.237.1211**

## Capacity to Perform

We have selected a team that has technical expertise and is available to get this grant application submitted and perform the planning. We want to exceed your expectations from day one. We have established methodologies for project management and communication that have led to an industry-wide reputation for project success and outstanding client relationships. We have a capable and proven project team, multidisciplinary experience, and a thorough understanding of your objectives and expectations. Most importantly, we have a firmwide culture that emphasizes passion and dedication, promising to go the extra mile to deliver the best possible service. At Kimley-Horn, success is defined by the success of our local clients.

**Kimley-Horn has the organizational capacity and program-specific expertise to support the City of Decatur's TxCDBG Planning and Professional Services effort.** The project will be led by project manager Jacob Roepke, who will serve as the City's primary point-of-contact and coordinate all application preparation, planning activities, documentation, and agency coordination required by the TxCDBG Application Guide and Downtown Revitalization Program.

Our firm operates under a "single-business unit" structure that allows project managers to efficiently draw upon technical and grant-support expertise across offices and disciplines, providing continuity and eliminating internal barriers throughout the grant application and planning process.

## Project Approach

### PROJECT UNDERSTANDING

The City of Decatur is seeking professional planning services to prepare a TxCDBG application for the 2026 Downtown Revitalization Program, including completion of planning activities outlined in the TxCDBG Application Guide and Sample Performance Statement. This effort requires development of planning level analyses, mapping, and documentation that clearly define community needs, support downtown revitalization objectives, and meet state and federal program requirements.

Kimley-Horn understands that the proposed scope is focused on planning and documentation, not final design, and must be structured to support a competitive grant application while remaining compliant with TxCDBG eligibility, national objectives, and performance requirements. Our team recognizes the importance of preparing clear, well organized planning materials that align with TxCDBG review criteria and position the City for successful funding consideration.

One of the eligible activities outlined in the TxCDBG application is Engineering Services. If the City of Decatur is awarded grant funding, Kimley-Horn is prepared to seamlessly transition from planning into final design. Building on the planning-level analyses developed during the application phase, our team can efficiently advance the project into detailed engineering while maintaining consistency with TxCDBG requirements, City standards, and funding constraints.

### PROJECT MANAGEMENT

Kimley-Horn will provide clear leadership, defined roles, and coordinated management throughout the City of Decatur's TxCDBG Planning and Professional Services effort. **Jacob Roepke** will serve as the City's primary point-of-contact and will be responsible for overall coordination of the planning effort, application development, and communication with City staff and the Texas Department of Agriculture (TDA).

Jacob will be supported by **Tami Bailey**, who will lead grant-specific tasks related to TxCDBG application requirements, narrative development, and compliance with program guidance. Tami will provide technical oversight of application components to deliver consistency with the TxCDBG Application Guide, Downtown Revitalization Program requirements, and state review expectations. Her role will focus on aligning planning materials and supporting documentation with grant scoring criteria and eligibility standards.

**Connor Manley** will support Jacob by coordinating technical planning inputs, reviewing planning-level analyses, and assisting with preparation of required documentation and exhibits. Connor will also support coordination between planning, engineering, and mapping efforts to ensure that technical materials are consistent, accurate, and clearly presented for grant submittal.

**Project coordination will follow a structured TxCDBG application process, generally consisting of:**



**CONFIRMATION OF PLANNING SCOPE AND ELIGIBLE ACTIVITIES**



**PREPARATION OF REQUIRED PLANNING ANALYSES, MAPPING, AND SUPPORTING DOCUMENTATION**



**DEVELOPMENT AND REFINEMENT OF APPLICATION NARRATIVES AND EXHIBITS**



**FINAL QUALITY REVIEW AND GRANT SUBMITTAL**

**Throughout this process, the project team will maintain regular communication with City staff to confirm direction, address questions, and align with City priorities and TxCDBG requirements.**

## *APPROACH TO GRANT APPLICATION*

Kimley-Horn's approach to the City of Decatur's Texas Community Development Block Grant (TxCDBG) Planning and Professional Services effort is structured as a two-phase process that prioritizes preparation of a competitive grant application while positioning the City for efficient advancement into final design if funding is awarded. If the City of Decatur would be awarded grant funding, Kimley-Horn is prepared to transition right into final design.

### **Phase 1:**

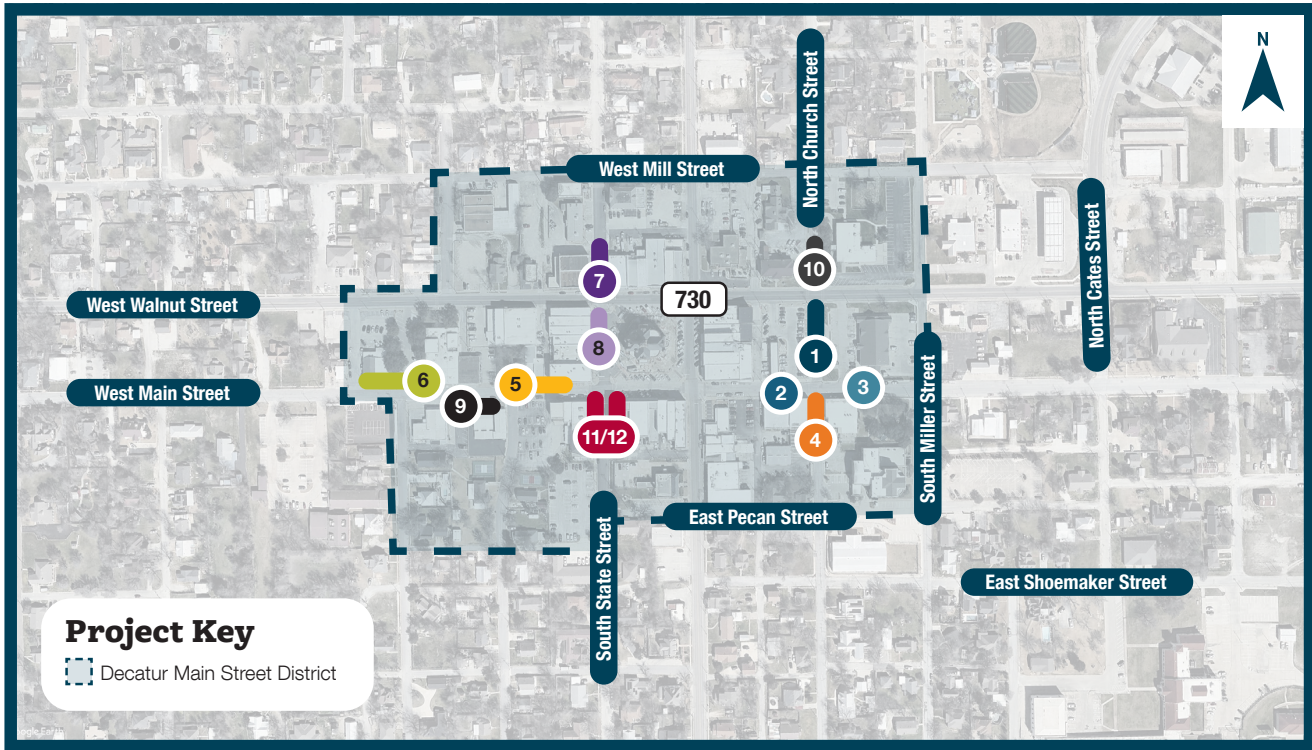
Phase 1 will focus on preparation of a complete, compliant, and well-documented TxCDBG application for the 2026 Downtown Revitalization Program. This phase centers on development of the grant application and supporting documentation in accordance with the TxCDBG Application Guide and Sample Performance Statement requirements. As illustrated by the project map and reference photos, the planning effort will be focused on key downtown corridors, sidewalks, and public spaces that are central to the City's revitalization goals. Planning-level evaluation and documentation will be used to clearly define existing conditions, community needs, and potential improvements to support the grant application.

As part of Phase 1, Kimley-Horn can assist the City with completion or refinement of planning activities identified in the Sample Performance Statement, as needed to strengthen the grant submittal and address any data gaps. These activities may include preparation or updates to base mapping, land use inventory and analysis, future land use planning, zoning ordinance or zoning district mapping support, and incorporation of hazard mitigation considerations through review of existing plans or integration of mitigation strategies. All Phase 1 planning efforts will be appropriately scoped to support grant eligibility and scoring criteria while establishing a practical foundation for future implementation, without exceeding the level of effort required for grant preparation.

### **Phase 2:**

Phase 2 will be initiated when TxCDBG funding is awarded and will focus on advancing the approved grant-supported improvements into final design. Building on the planning and documentation completed in Phase 1, Kimley-Horn can provide final design services for the components included in the grant application, including detailed engineering, ADA-compliant sidewalk and streetscape design, and associated roadway, drainage, as applicable. This phased approach allows the City to transition seamlessly from grant award to implementation, using planning completed during the application process to efficiently move toward construction.

## EXISTING CONDITIONS MAP



### Reference Photos



There are indications of subgrade failure under the existing pavement and #2 has non-compliant pedestrian facilities. We would evaluate the pavement to determine which areas will require full depth replacement versus mill and overlay. This solution will create cost savings for the City.



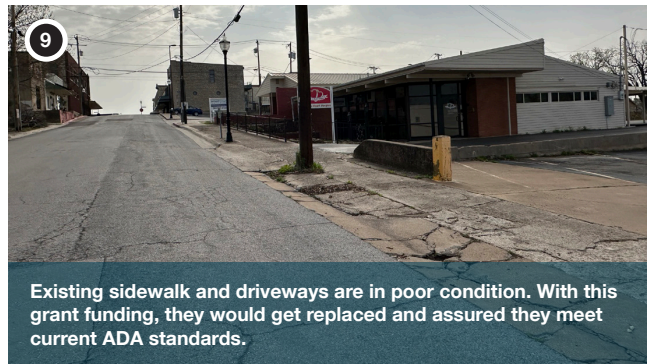
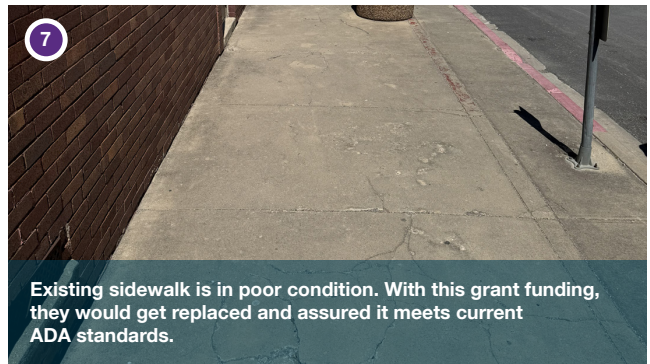
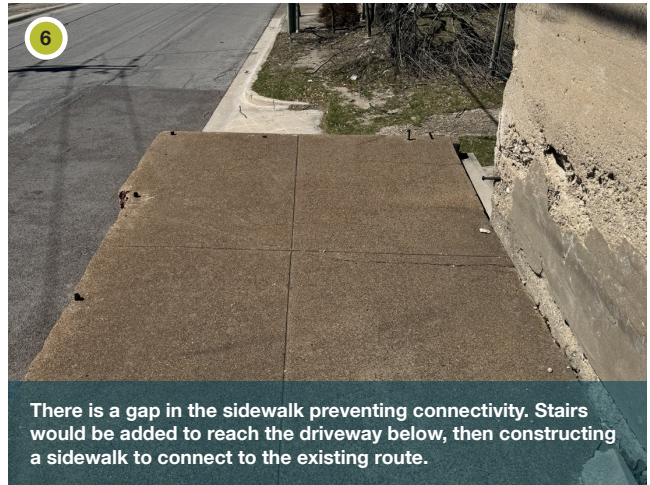
There are indications of subgrade failure under the existing pavement and #2 has non-compliant pedestrian facilities. We would evaluate the pavement to determine which areas will require full depth replacement versus mill and overlay. This solution will create cost savings for the City.



Between the two sections of sidewalk, there is a tripping hazard. To correct this, we would design a transition that better blends the sidewalks together while adding a pedestrian handrail to the sidewalk in front of the business.



The building had an entrance that has since been filled in. The driveway that remains impedes the pedestrian route. This would get replaced with new sidewalk assuring ADA compliance.





**Statement of Conflicts of Interest** (if any) the service provider or key employees may have regarding these services, and a plan for mitigating the conflict(s). Note that City may, in its sole discretion, determine whether or not a conflict disqualifies a firm, and/or whether or not a conflict mitigation plan is acceptable.

Neither Kimley-Horn nor any of its employees have any known potential conflicts of interest due to other clients, contracts, or property interests arising from this contract. To the best of Kimley-Horn's knowledge, there are no circumstances that would cause a conflict of interest in performing our services for the City of Decatur.



# KIMLEY-HORN AND ASSOCIATES INC

Unique Entity ID <b>V8PKG6NLKV6</b>	CAGE / NCAGE <b>0BPM5</b>	Purpose of Registration <b>All Awards</b>
Registration Status <b>Active Registration</b>	Expiration Date <b>Jan 13, 2027</b>	
Physical Address <b>421 Fayetteville ST STE 600 Raleigh, North Carolina 27601-1777 United States</b>	Mailing Address <b>421 Fayetteville ST STE 600 Raleigh, North Carolina 27601-1777 United States</b>	

## Business Information

Doing Business as <b>(blank)</b>	Division Name <b>(blank)</b>	Division Number <b>(blank)</b>
Congressional District <b>North Carolina 02</b>	State / Country of Incorporation <b>North Carolina / United States</b>	URL <b>https://www.kimley-horn.com</b>

## Registration Dates

Activation Date <b>Jan 14, 2026</b>	Submission Date <b>Jan 13, 2026</b>	Initial Registration Date <b>May 29, 2001</b>
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## Entity Dates

Entity Start Date <b>Feb 10, 1967</b>	Fiscal Year End Close Date <b>Dec 31</b>
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## Immediate Owner

CAGE <b>7F8U4</b>	Legal Business Name <b>APHC, INC</b>
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## Highest Level Owner

CAGE <b>(blank)</b>	Legal Business Name <b>(blank)</b>
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## Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

## Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

## Exclusion Summary

Active Exclusions Records?  
**No**

## SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:  
**Yes**

## Entity Types

### Business Types

Entity Structure <b>Corporate Entity (Not Tax Exempt)</b>	Entity Type <b>Business or Organization</b>	Organization Factors <b>(blank)</b>
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### Profit Structure

### For Profit Organization

**Socio-Economic Types**

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

**Financial Information**

Accepts Credit Card Payments **No** Debt Subject To Offset **No**

EFT Indicator **0000** CAGE Code **0BPM5**

**Points of Contact**

**Electronic Business**

♀  
LINDSEY BALLTZGLIER, CONTROLLER 421 Fayetteville ST  
Suite 600  
Raleigh, North Carolina 27601  
United States

TRAVIS CRISSMAN, GRANT WRITER 421 Fayetteville Street  
Suite 600  
Raleigh, North Carolina 27601  
United States

**Government Business**

♀  
TOM SAURO 11400 Commerce Park Drive  
Suite 400  
Reston, Virginia 20191  
United States

**Service Classifications**

**NAICS Codes**

Primary	NAICS Codes	NAICS Title
Yes	541330	Engineering Services
	236220	Commercial And Institutional Building Construction
	541320	Landscape Architectural Services
	541380	Testing Laboratories And Services
	541420	Industrial Design Services
	541611	Administrative Management And General Management Consulting Services
	541620	Environmental Consulting Services
	541715	Research And Development In The Physical, Engineering, And Life Sciences (Except Nanotechnology And Biotechnology)
	541990	All Other Professional, Scientific, And Technical Services
	562910	Remediation Services

**Product and Service Codes**

PSC **C219** PSC Name **Architect And Engineering- General: Other**

**Disaster Response**

This entity does not appear in the disaster response registry.

# CONFLICT OF INTEREST QUESTIONNAIRE

# FORM CIQ

## For vendor doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

### OFFICE USE ONLY

Date Received

**1 Name of vendor who has a business relationship with local governmental entity.**

Kimley-Horn and Associates, Inc.

**2 Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

**3 Name of local government officer about whom the information is being disclosed.**

N/A

\_\_\_\_\_  
Name of Officer

**4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.**

N/A

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes  No

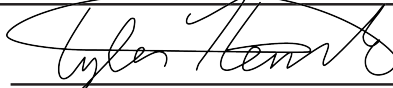
B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes  No

**5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.**

N/A

**6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).**

**7**  
  
\_\_\_\_\_  
Signature of vendor doing business with the governmental entity

3/17/2026

\_\_\_\_\_  
Date

## **CONFLICT OF INTEREST QUESTIONNAIRE**

### **For vendor doing business with local governmental entity**

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a)**: "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B)**:

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

\*\*\*

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
- or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

**Local Government Code § 176.006(a) and (a-1)**

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, Kimley-Horn and Associates, Inc., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.



\_\_\_\_\_  
Signature of Contractor's Authorized Official

Tyler Henrichs | Associate

\_\_\_\_\_  
Printed Name and Title of Contractor's Authorized Official

March 17, 2026

\_\_\_\_\_  
Date

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.


1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the

Approved by OMB  
0348-0046

**Disclosure of Lobbying Activities**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure)

<b>Type of Federal Action:</b> <u>N/A</u> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>Status of Federal Action:</b> <u>N/A</u> a. bid/offer/application b. initial award c. post-award	<b>Report Type:</b> <u>N/A</u> a. initial filing b. material change
<b>Name and Address of Reporting Entity:</b> ____ Prime      ____ Subawardee Tier____, if Known:  N/A  <b>Congressional District, if known:</b>	<b>If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</b>  N/A  <b>Congressional District, if known:</b>	
<b>Federal Department/Agency:</b>  N/A	<b>7. Federal Program Name/Description:</b> N/A CFDA Number, if applicable: _____	
<b>Federal Action Number, if known:</b> N/A	<b>9. Award Amount, if known:</b> N/A \$	
<b>10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):</b>  N/A	<b>b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):</b>  N/A	
<b>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</b>	<b>Signature:</b>  <b>Print Name:</b> <u>Tyler Henrichs, PE</u> <b>Title:</b> <u>Associate and Authorized Signer</u> <b>Telephone No.:</b> <u>214.420.5653</u> <b>Date:</b> <u>March 17, 2026</u>	
<b>Federal Use Only</b>	<b>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</b>	

**CITY OF DECATUR, TEXAS  
ORDINANCE NO. 2026-03-11**

**AN ORDINANCE OF THE CITY OF DECATUR, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE CITY OF DECATUR, TEXAS, IN CHAPTER 14, "UTILITIES," ADDING NEW ARTICLE VIII. – "DISCHARGE CONTROL"; ESTABLISHING REGULATIONS GOVERNING THE DISCHARGE OF FATS, OILS, GREASE, SAND, AND PETROLEUM-CONTAMINATED WASTE INTO THE CITY'S WASTEWATER SYSTEM; PROVIDING DESIGN, INSTALLATION, MAINTENANCE, AND INSPECTION REQUIREMENTS; PROVIDING FOR ENFORCEMENT; PROVIDING SEVERABILITY; PROVIDING A PENALTY FOR VIOLATIONS OF THIS ORDINANCE UPON CONVICTION IN AN AMOUNT NOT TO EXCEED TWO FIVE HUNDRED (\$500.00) FOR EACH OFFENSE, DISPENSING WITH A CULPABLE MENTAL STATE; AND PROVIDING FOR PUBLICATION AND SETTING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Decatur, Texas, ("City") owns and operates a public sewer collection system and is responsible for protecting public health, safety, and welfare by ensuring reliable wastewater conveyance and treatment; and

**WHEREAS**, fats, oils, greases, and other hazardous materials ("FOG") discharged to the sanitary sewer system solidify, accumulate, and obstruct flow, which can cause blockages, sanitary sewer overflows ("SSOs"), backups into buildings, damage to infrastructure, environmental contamination, and pose substantial threats to public health; and

**WHEREAS**, effective management of FOG from food service establishments ("FSEs"), commercial kitchens, institutional facilities, and other non-residential sources reduces sewer maintenance costs, protects ratepayers, and extends the useful life of City infrastructure; and

**WHEREAS**, the City finds that best management practices ("BMPs"), installation and proper maintenance of grease removal devices, including gravity grease interceptors and hydromechanical grease interceptors, and timely recordkeeping are necessary components of a comprehensive FOG control program; and

**WHEREAS**, the City has determined that establishing clear definitions, design and sizing standards, installation requirements, maintenance and cleaning frequencies, inspection protocols, and compliance verification procedures will enhance the effectiveness of Discharge Control; and

**WHEREAS**, the establishment of a process for Discharge Control needs to include submission of maintenance logs and manifests to verify ongoing compliance; and

**WHEREAS**, the City finds it is in the public interest to authorize inspections, sampling, and monitoring of dischargers to evaluate compliance, detect violations, and inform corrective actions; and

**WHEREAS**, the City seeks to implement a fair and transparent enforcement framework that includes notices of violation, corrective action deadlines, administrative penalties, cost recovery, and potential suspension of service for egregious or repeat violations; and

**WHEREAS**, coordination with building, plumbing, and health authorities, as well as alignment with applicable state codes and public health requirements, will improve compliance and reduce duplicative administrative burdens; and

**WHEREAS**, the City finds that adoption of a Discharge Control ordinance is necessary to protect public health and safety, comply with applicable law, safeguard the environment, reduce operational costs, and ensure the efficient and lawful operation of the City's wastewater collection and treatment systems; and

**WHEREAS**, the City has provided notice and opportunity for public comment consistent with applicable law and seeks to adopt this ordinance in the interest of the health, safety, and welfare of the community.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Decatur, Texas, that the following Discharge Control provisions are hereby adopted and implemented as set forth in this Ordinance.

#### **SECTION 1.**

##### **INCORPORATION OF PREMISES/ FINDINGS**

The foregoing recitals are the findings of the City Council and are hereby incorporated into this Ordinance as if set forth fully herein.

#### **SECTION 2.**

##### **ADDITION OF NEW ARTICLE VIII – DISCHARGE CONTROL**

Article VIII, "Discharge Control" of Chapter 14, "Utilities," of the Code of Ordinance of the City of Decatur, Texas, is hereby added and shall read as follows:

#### **"ARTICLE VIII. - DISCHARGE CONTROL**

##### **SECTION 14.300 Discharge Control.**

**PURPOSE.** The purpose of this Ordinance is to protect the City of Decatur wastewater collection and treatment systems by regulating the discharge of fats, oils, grease, sand, and petroleum-contaminated waste ("FOG") from food service establishments, commercial/industrial facilities, automotive service uses, and

similar operations. This Ordinance is adopted pursuant to the City's currently adopted versions of the International Plumbing Code ("IPC"), International Building Code ("IBC"), and applicable local amendments.

**Section 14.301 Definitions.**

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

***Building Official:*** Means the Building Official for the City of Decatur, Texas, or their authorized representative.

***Director:*** means the City of Decatur Director of Public Works or their authorized representative.

***Fats, Oils, and Grease (FOG):*** Organic compounds from animal or vegetable sources. FOG references include the substances of sand and petroleum-based waste products and any other materials that solidify, accumulate, obstruct flow, cause blockages, cause overflows of sanitary sewer overflows, cause backups into buildings, damage to infrastructure, or contribute to environmental contamination,.

***Food Service Establishment (FSE):*** Any facility where food is cooked, prepared, or served and that discharges wastewater containing grease.

***Generator:*** Any person who causes, creates, generates, or otherwise produces liquid waste, or a person who, for any reason, has liquid waste removed from his property by a transporter of liquid waste.

***Grease Interceptor:*** An exterior, gravity-based device designed per the adopted IPC and local amendments to retain FOG prior to discharge into the sanitary sewer.

***Grease Trap:*** An interior, hydromechanical device installed in accordance with the adopted IPC and local amendments.

***International Plumbing Code (IPC):*** The currently adopted plumbing code for the City of Decatur, Texas.

***International Building Code (IBC):*** The currently adopted building code for the City of Decatur, Texas.

***Oil/Water Separator:*** A specialized device designed to remove petroleum-based contaminants from wastewater.

**Public Nuisance:** Means the discharge or exposure of grease, sewage, or other organic waste in such a way as to be a potential instrument or medium in disease transmission to a person or between persons.

**Public Sewer:** shall mean pipe or conduit carrying wastewater or unpolluted drainage in which owners of abutting properties shall have the use, subject to control by the City.

**Sand Trap:** A device designed to retain sand, grit, and heavy solids prior to discharge to the sanitary sewer.

**Sanitary Sewer:** shall mean a public sewer that conveys domestic wastewater or industrial wastes or a combination of both, and into which stormwater, surface water, groundwater, and other unpolluted wastes are not intentionally passed.

**Superintendent:** shall mean the water superintendent of the City or their duly authorized deputy, agent, or representative.

**TCEQ:** Means the Texas Commission on Environmental Quality, and its predecessor and successor agencies.

**To discharge:** shall mean to deposit, conduct, drain, emit, throw, run, allow to seep, or otherwise release or dispose of, or to allow, permit, or suffer any of these acts or omissions.

**Trap:** shall mean a device designed to skim, settle, or otherwise remove grease, oil, sand, flammable wastes, or other harmful substances.

**User:** Any person, business entity, or facility discharging wastewater into the City sewer system.

#### **SECTION 14.302- APPLICABILITY AND PROHIBITIONS.**

- A. Facilities generating fats, oils, or grease (FOG), as a result of food manufacturing, processing, preparation, or food service, shall install, use, and maintain appropriate grease traps as required by this article and adopted plumbing codes. These facilities include, but are not limited to restaurants, food manufacturers, food processors, hospitals, hotels, motels, schools, nursing homes, food truck parks, and any other facility preparing, serving, or otherwise making foodstuff available for consumption.
- B. Vehicle repair, maintenance, or washing facilities shall install an oil/water separator required by the adopted IPC.
- C. Facilities generating sediment-laden wastewater require sand traps or similar pretreatment devices.

- D. Grease Traps or grease interceptors shall not be required for residential users.
- E. Any operation designated by the Director as having wastewater characteristics that require pretreatment for protection of the public sewer system.
- F. No user may discharge FOG, petroleum products, solids, sand, or other prohibited materials in concentrations or quantities that may obstruct wastewater flow, interfere with the wastewater treatment process, cause sanitary sewer overflows, or damage the sewer infrastructure.
- G. It shall be unlawful to discharge trucked or hauled pollutants, except as deemed suitable and at discharge points designated by the Director.
- H. It shall be unlawful for a person to create a public nuisance.

**SECTION 14.303 - GENERAL REQUIREMENTS.**

- (A) Required Interceptors/Separators. Appropriate interceptors or separators shall be installed when required by the City or the adopted IPC and as follows:
  - (1) Grease interceptors shall be installed for all FSEs handling grease-laden waste.
  - (2) Grease traps may be permitted only when exterior interceptors are not feasible and when approved by the Building Official.
  - (3) Oil/water separators shall be installed at automotive shops, fuel stations, vehicle wash facilities, and similar uses.
  - (4) Sand or grit traps shall be installed at facilities generating significant sand or grit.

**SECTION 14.304. - DESIGN AND INSTALLATION STANDARDS.**

- (A) General. All devices must comply with the adopted IPC, IBC, and City of Decatur local amendments. Installed traps and interceptors shall be third-party certified by an approved agency.
- (B) Grease Interceptors and traps shall meet the following requirements:
  - (1) Minimum sizing of interceptors and traps shall be based on one of the following methods:
    - (a) IPC methodology;
    - (b) Sizing based on the manufacturer's sizing calculator; or
    - (c) An approved engineering calculation.
  - (2) Interceptors shall be located outside the building unless otherwise approved by the Building Official.
  - (3) Interceptors and traps shall remain accessible.
  - (4) A sample well shall be provided for interceptors and traps.
- (C) Oil/Water Separators must be designed for expected contaminants. Discharge of fuel, waste oil, solvents, or hazardous waste is prohibited.
- (D) Sand Traps must be sized for appropriate retention and installed upstream of oil/water separators where both are required.

**SECTION 14.305 - MAINTENANCE RESPONSIBILITIES.**

- (A) General. A Generator of liquid waste shall have all liquid waste material picked up from the premises by a liquid waste transporter authorized by TCEQ to transport liquid waste to an authorized disposal site.
- (B) Cleaning Schedule.
  - (1) Grease interceptors shall be cleaned as often as necessary to ensure that sediment and floating materials do not accumulate to impair the efficiency of the grease interceptor; to ensure that the discharge is in compliance with local wastewater discharge limits; and to ensure that no visible grease is observed in the discharge.
  - (2) Grease interceptors shall be completely evacuated at a minimum of every ninety (90) days, or more frequently when:
    - (a) Twenty-five (25) percent or more of the wetted height of the grease trap or grease interceptor, as measured from the bottom of the device to the invert of the outlet pipe, contains floating materials, sediment, oils, or greases; or
    - (b) When there is a history of noncompliance.
  - (3) Grit traps/oil separators shall be completely evacuated based on one of the two following schedules:
    - (a) At a minimum of every one hundred eighty (180) days; or
    - (b) At a frequency determined by the owner/operator if all of the following best management practices are employed.
      - (i) At a minimum of once per week, all facilities with a grit trap must routinely check and perform preventive maintenance as required on all connections, valves, hoses, chemical storage containers, drains, and other equipment necessary to prevent an accidental release or slug discharge of chemicals.
      - (ii) At a minimum of once per month, all facilities with a grit trap must routinely check the level of sediment in each grit trap in order to determine a maintenance schedule that will facilitate consistent compliance with all discharge limits and requirements.
      - (iii) All self-service and coin-operated car wash facilities must post and maintain signs, in an area that is clearly visible to the public, directing customers not to dispose of oils or chemical wastes at the facility.
      - (iv) All facilities must document the best management practices, including routine checks, preventive maintenance, and repair logs, and maintain grit trap maintenance records for a minimum of three years.
      - (v) If at any time, the above practices are not being employed or the required documentation is not available for review, the owner/operator will be required to perform maintenance on the grit trap(s)

immediately and once every one hundred eighty (180) days thereafter.

- (4) Any person who owns or operates a grease interceptor may submit to the Building Official a request in writing for an exception to the required pumping frequency of the grease interceptor. The Building Official may grant an extension for required cleaning frequency on a case-by-case basis when:
  - (a) The grease interceptor owner/operator has demonstrated that the specific interceptor will produce an effluent with no visible grease, and based on defensible analytical results, can demonstrate consistent compliance with established local discharge limits; and
  - (b) Less than twenty-five (25) percent of the wetted height of the grease interceptor, as measured from the bottom of the device to the invert of the outlet pipe, contains floating materials, sediment, oils, or greases.
- (5) The Building Official may also require traps to be serviced on a single-event basis or scheduled basis if deemed necessary for the proper operation of the grease interceptor or grit trap/oil separator.
- (6) In the event the establishment ceases operation, the establishment is required to pump the interceptor or trap before abandoning the property. If the owner of the business fails to empty the interceptor or trap, it shall become the responsibility of the property owner.
- (7) A Generator shall verify the accuracy of the trip ticket from the transporter and then legibly complete and sign the trip ticket to certify the statements on the trip ticket when a load is picked up by the transporter. The Generator shall keep a copy of all trip tickets for a period of three years at the site of generation, unless otherwise approved. The Building Official may inspect and copy these records at any time.
- (8) A Generator shall:
  - (a) Provide equipment and facilities of a type and capacity approved by the city;
  - (b) Locate the interceptor or trap in a manner that provides ready and easy accessibility for cleaning and inspection; and
  - (c) Maintain the trap in effective operating condition.
  - (d) Not install or utilize any system, process or pretreatment involving the use of enzymes, bacteria, or other additives, nor alter the design or function of the grease interceptor or grit trap/oil separator unless approved in writing by the Building Official.
  - (e) Supervise proper cleaning and complete removal of the contents of the trap.
- (9) A Generator shall maintain the grease interceptor or grit trap/oil separator and its surrounding areas in sanitary conditions, free of litter and odors.

- (10) A Generator shall immediately report spills and accidents involving liquid waste to the Director.
- (11) A Generator shall clean up all spills and abate all unsanitary conditions immediately, and have material used for abatement, such as absorbent materials disposed of by approved means and in a timely manner.
- (12) A Generator of wash-water or other liquid waste shall:
  - (a) Contain, collect, and dispose of liquid waste by approved means;
  - (b) Protect the storm sewer system and the environment from discharges of liquid waste or other contaminants;
  - (c) Use approved methods for on-site or mobile treatment of liquid waste; and
  - (d) Accurately measure, by approved means, the volume of liquid waste collected and disposed of by the transporter.
- (13) Manifest tickets shall be delivered to the City of Decatur Health Inspections Department or the designated record-keeping party.

#### **SECTION 14.306 - INSPECTION AND ENFORCEMENT.**

- A. The Building Official or their authorized representative may enter any premises, establishment, or location that discharges FOG or other hazardous materials to inspect pretreatment devices. The Generator shall provide access to devices and shall provide cleanout of the device for inspection when necessary.
- B. When the Building Official finds that a Generator has violated, or continues to violate, any provision of this article or any other pretreatment standard or requirement, the Building Official may serve upon that Generator a written notice of violation. Within the timeframe specified in the notice, but not more than ten (10) days after notification, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the Generator to the Building Official. Submission of this plan in no way relieves the Generator of liability for or criminal responsibility for any violations occurring before or after receipt of the notice of violation.
- C. Emergency suspension of service.
  - (1) Suspension. The Building Official may, without prior notice, suspend water service, sanitary sewer service, and/or storm sewer access to a user or to a person discharging to the sanitary sewer or storm sewer when such suspension is necessary in the sole opinion of the Building Official to stop an actual or threatened discharge which:
    - (a) Presents or may present imminent danger to the environment or to the health or welfare of persons;
    - (b) Presents or may present imminent danger to the public infrastructure, storm sewer, water, or wastewater systems; or
    - (c) Will cause pass-through or interference with public infrastructure.

- (2) Notice of suspension. As soon as is practicable after the suspension of service, the Building Official shall notify the user or the person discharging to the wastewater or storm sewer of the suspension and order such person to cease the discharge immediately.
- D. Reinstating service. The Building Official shall reinstate suspended services to the wastewater user:
  - (1) Upon proof by such person that the non-complying discharge has been eliminated;
  - (2) Upon payment by such person of all costs incurred by the City in responding to the discharge or threatened discharge; and
  - (3) Upon payment by such person of all costs incurred by the City in reconnecting service.

**SECTION 14.307 – PENALTIES, ENFORCEMENT, AND DISPENSATION OF CULPABLE MENTAL STATE.**

- A. A person who violates any provision of this article shall be found guilty of a misdemeanor and upon conviction is punishable by a fine not to exceed the sum of five hundred dollars (\$500.00) for each act of violation. No culpable mental state is required for proof of violation of a provision of this Ordinance.
- B. In addition to proceeding under the authority of this article, the City is entitled to pursue all other criminal and civil remedies to which it is entitled under the authority of statutes or ordinances against a person committing any violation of this article, including injunction and civil penalties.”

**SECTION 3.  
SAVINGS AND REPEALER**

That this Ordinance shall be cumulative of all other ordinances of the City of Decatur, Texas, and shall not repeal any of the provisions of such ordinances, except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance. Provided, however, that any complaint, action, claim, or lawsuit which has been initiated or has arisen under or pursuant to any such ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of such ordinance, and for that purpose the ordinance shall remain in full force and effect.

**SECTION 4.  
SEVERABILITY**

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

**SECTION 5.  
PENALTY**

- A. A person who violates any provision of this article shall be found guilty of a misdemeanor and upon conviction is punishable by a fine not to exceed the sum of five hundred dollars (\$500.00) for each act of violation. No culpable mental state is required for proof of violation of a provision of this Ordinance.
  
- B. In addition to proceeding under the authority of this article, the City is entitled to pursue all other criminal and civil remedies to which it is entitled under the authority of statutes or ordinances against a person committing any violation of this article, including injunction and civil penalties.

**SECTION 6.  
PUBLICATION/ EFFECTIVE DATE**

This Ordinance shall take effect on its final passage and publication as required by Charter and Texas law, and it is so ordained.

**PRESENTED ON FIRST READING THIS** 9<sup>th</sup> day of March, 2026, at a regular meeting of the City Council of the City of Decatur, Texas.

**PASSED AND APPROVED** by the City Council of the City of Decatur, Texas, this 23<sup>rd</sup> day of March 2026, by a vote of \_\_\_\_ayes, \_\_\_\_nays, and \_\_\_\_abstentions, at a regular meeting of the City Council of the City of Decatur, Texas.

**APPROVED:**

\_\_\_\_\_  
Mike McQuiston, MAYOR

**ATTEST:**

\_\_\_\_\_  
Asucena Delgado, TRMC, CMC, CITY SECRETARY

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Pamela H. Liston, CITY ATTORNEY

**CITY OF DECATUR, TEXAS  
ORDINANCE NO. 2026-03-12**

**AN ORDINANCE OF THE CITY OF DECATUR, TEXAS, AMENDING SECTION 14-126(c) OF SECTION 14-126, "IMPACT FEES FOR WATER, WASTEWATER, AND ROADWAYS," OF ARTICLE IV, "IMPACT FEES FOR CAPITAL IMPROVEMENTS PLAN," OF CHAPTER 14, "UTILITIES," OF THE CODE OF ORDINANCES OF THE CITY OF DECATUR, TEXAS; AMENDING PERCENTAGES RELATED TO ROADWAY IMPACT FEES TO BE COLLECTED; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 395, Texas Local Government Code, provides procedures for updating land use assumptions, capital improvements plans and impact fees, including procedures for determining that no update is required; and

**WHEREAS**, the City of Decatur, Texas has appointed a Capital Improvements Advisory Committee (CIAC) to advise the City Council concerning the adoption of land use assumptions, impact fee capital improvements plans and impact fees for water and wastewater facilities and for roadway facilities; and

**WHEREAS**, on December 23, 2024, Ordinance 2024-12-36 was adopted establishing roadway impact fees and providing for the maximum roadway impact fee and collection rate; and

**WHEREAS**, on December 23, 2025, roadway impact fees became effective in accordance with Ordinance 2024-12-36; and

**WHEREAS**, on February 24, 2026, the CIAC met to advise the City Council regarding adjustments recommended to be made to the maximum impact fee and collection rate percentages applied to roadway impact fees; and

**WHEREAS**, the City Council has met pursuant to public meetings duly called and posted in accordance with the Texas Open Meetings Act on March 9, 2026, and March 23, 2026, to consider the recommendations of the CIAC and hear from all interested persons; and

**WHEREAS**, the City Council finds that it is in the best interest of the citizens of the City to amend the maximum impact fee and collection rate percentages applied to roadway impact fees as set forth by this Ordinance.

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

**SECTION 1. Recitals.** The recitals set forth above are incorporated as if fully set forth herein.

**SECTION 2. Amendment.** Section 14-126, “Impact Fees for Water, Wastewater, and Roadways,” of Article IV, “Impact Fees for a Capital Improvements Plan,” of the Code of Ordinances of the City of Decatur, Texas is hereby amended to adjust the “Decatur Roadway Impact Fee Maximum Assessable Fee and Collection Rate Table” allocations located in Section 14-125(c) which shall read as follows:

**“Section 14-126. - Impact Fees for Water, Wastewater, and Roadways.**

(a) A Water Impact Fee shall be assessed and charged against New Development in the Service Area as set forth below.

Meter Size	Maximum Continuous Operating Capacity (GPM)**	Service Unit Equivalent	Maximum Assessable Impact Fee
3/4" PD	15	1.0	\$4,780
1" PD	25	1.7	\$7,967
1-1/2" PD	50	3.3	\$15,933
2" PD	80	5.3	\$25,493
3" COMP	175	11.7	\$55,767
4" COMP	300	20.0	\$95,600
6" COMP	675	45.0	\$215,100
8" COMP	900	60.0	\$286,800

\*PD=Positive Displacement Meter, COMP=Compound Meter

\*\*Operating capacities obtained from American Water Works Association (AWWA) C-700-20 and C-702-19

(b) A Wastewater Impact Fee shall be assessed and charged against New Development in the Service Area as set forth below.

Meter Size	Maximum Continuous Operating Capacity (GPM)**	Service Unit Equivalent	Maximum Assessable Impact Fee
3/4" PD	15	1.0	\$9,078
1" PD	25	1.7	\$15,130
1-1/2" PD	50	3.3	\$30,260
2" PD	80	5.3	\$48,416
3" COMP	175	11.7	\$105,910
4" COMP	300	20.0	\$181,560
6" COMP	675	45.0	\$408,510
8" COMP	900	60.0	\$544,680

\*PD=Positive Displacement Meter, COMP=Compound Meter

\*\*Operating capacities obtained from American Water Works Association (AWWA) C-700-20 and C-702-19

(c) A Roadway Impact Fee shall be assessed and charged against New Development in the Service Area as set forth below.

Service Area	Maximum Fee Per Service Unit (per Vehicle-Mile)	Collection Rate Per Service Unit (per Vehicle-Mile)
City Limits	\$2,967	In Accordance with Table Below

### Decatur Roadway Impact Fee Maximum Assessable Fee and Collection Rate Table

Land Use Category	ITE Land Use Code	Development Unit	Veh-Mi Per Dev-Unit	Max Fee Per Dev Unit	Percent of Max Collected	Collection Rate Per Dev Unit
<b>PORT AND TERMINAL</b>						
Intermodal Truck Terminal	030	1,000 SF GFA	9.37	\$27,800	25%	<b>\$13,900</b>
<b>INDUSTRIAL</b>						
General Light Industrial	110	1,000 SF GFA	3.26	\$9,672	25%	<b>\$9,672</b>
Industrial Park	130	1,000 SF GFA	1.70	\$5,043	25%	<b>\$5,043</b>
Warehousing	150	1,000 SF GFA	0.90	\$2,670	25%	<b>\$2,670</b>
Mini-Warehouse	151	1,000 SF GFA	0.75	\$2,225	25%	<b>\$2,225</b>
<b>RESIDENTIAL</b>						
Single-Family Detached Housing	210	Dwelling Unit	4.61	\$13,677	40%	<b>\$13,677</b>
Multifamily Housing (Low-Rise)	220	Dwelling Unit	2.50	\$7,417	40%	<b>\$7,417</b>
Multifamily Housing (Mid-Rise)	221	Dwelling Unit	1.91	\$5,666	40%	<b>\$5,666</b>
Multifamily Housing (High-Rise)	222	Dwelling Unit	1.57	\$4,658	40%	<b>\$4,658</b>
Mobile Home Park / Manufactured Housing	240	Dwelling Unit	2.84	\$8,426	40%	<b>\$8,426</b>
Senior Adult Housing-Single-Family	251	Dwelling Unit	1.47	\$4,361	40%	<b>\$4,361</b>
Senior Adult Housing-Multifamily	252	Dwelling Unit	1.23	\$3,649	40%	<b>\$3,649</b>
Assisted Living	254	Beds	1.18	\$3,501	40%	<b>\$3,501</b>
<b>LODGING</b>						
Hotel	310	Room	1.90	\$5,637	25%	<b>\$5,637</b>
Motel / Other Lodging Facilities	320	Room	1.16	\$3,441	25%	<b>\$3,441</b>
<b>RECREATIONAL</b>						
Golf Driving Range	432	Tee	4.91	\$14,567	25%	<b>\$14,567</b>
Golf Course	430	Acre	1.10	\$3,263	25%	<b>\$3,263</b>
Recreational Community Center	495	1,000 SF GFA	9.83	\$29,165	25%	<b>\$29,165</b>
Ice Skating Rink	465	1,000 SF GFA	5.23	\$15,517	25%	<b>\$15,517</b>
Miniature Golf Course	431	Hole	1.30	\$3,857	25%	<b>\$3,857</b>
Movie Theater	445	Screens	83.76	\$248,515	25%	<b>\$248,515</b>
Racquet / Tennis Club	491	Court	15.01	\$44,534	25%	<b>\$44,534</b>
<b>INSTITUTIONAL</b>						
Church	560	1,000 SF GFA	2.04	\$6,052	0%	<b>\$6,052</b>
Day Care Center	565	1,000 SF GFA	10.90	\$32,340	0%	<b>\$32,340</b>
Elementary School	520	Students	0.28	\$830	0%	<b>\$830</b>
Middle School/Junior High School	522	Students	0.26	\$771	0%	<b>\$771</b>
High School	525	Students	0.25	\$741	0%	<b>\$741</b>
Junior / Community College	540	Students	0.57	\$1,691	0%	<b>\$1,691</b>
University / College	550	Students	0.78	\$2,314	0%	<b>\$2,314</b>
<b>MEDICAL</b>						
Clinic	630	1,000 SF GFA	18.19	\$53,969	25%	<b>\$53,969</b>

Hospital	610	1,000 SF GFA	4.24	\$12,580	25%	\$12,580
Nursing Home	620	Beds	0.69	\$2,047	25%	\$2,047
Animal Hospital/Veterinary Clinic	640	1,000 SF GFA	12.46	\$36,968	25%	\$36,968
<b>OFFICE</b>						
Corporate Headquarters Building	714	1,000 SF GFA	7.80	\$23,142	25%	\$23,142
General Office Building	710	1,000 SF GFA	8.64	\$25,634	25%	\$25,634
Medical-Dental Office Building	720	1,000 SF GFA	19.37	\$57,470	25%	\$57,470
Single Tenant Office Building	715	1,000 SF GFA	10.56	\$31,331	25%	\$31,331
Office Park	750	1,000 SF GFA	7.80	\$23,142	25%	\$23,142
<b>COMMERCIAL</b>						
<b>Automobile Related</b>						
Automobile Care Center	942	1,000 SF Occ. GLA	4.17	\$12,372	25%	\$12,372
Automobile Parts Sales	843	1,000 SF GFA	6.22	\$18,454	25%	\$18,454
Gasoline/Service Station	944	Vehicle Fueling Position	4.84	\$14,360	25%	\$14,360
Gasoline/Service Station w/ Conv Market	945	Vehicle Fueling Position	4.86	\$14,419	25%	\$14,419
Automobile Sales (New)	840	1,000 SF GFA	4.33	\$12,847	25%	\$12,847
Quick Lubrication Vehicle Shop	941	Servicing Positions	6.49	\$19,255	25%	\$19,255
Self-Service Car Wash	947	Stall	1.99	\$5,904	25%	\$5,904
Tire Store	848	1,000 SF GFA	6.02	\$17,861	25%	\$17,861
<b>Dining</b>						
Fast Food Restaurant with Drive-Thru Window	934	1,000 SF GFA	46.59	\$138,232	25%	\$138,232
Fast Food Restaurant without Drive-Thru Window	933	1,000 SF GFA	46.84	\$138,974	25%	\$138,974
High Turnover (Sit-Down) Restaurant	932	1,000 SF GFA	15.69	\$46,552	25%	\$46,552
Fine Dining Restaurant	931	1,000 SF GFA	13.28	\$39,401	25%	\$39,401
Coffee/Donut Shop with Drive-Thru Window	937	1,000 SF GFA	28.08	\$83,313	25%	\$83,313
<b>Other Retail</b>						
Free-Standing Discount Store	815	1,000 SF GFA	9.52	\$28,245	25%	\$28,245
Nursery (Garden Center)	817	1,000 SF GFA	13.61	\$40,380	25%	\$40,380
Home Improvement Superstore	862	1,000 SF GFA	3.33	\$9,880	25%	\$9,880
Pharmacy/Drugstore w/o Drive-Thru Window	880	1,000 SF GFA	11.20	\$33,230	25%	\$33,230
Pharmacy/Drugstore w/ Drive-Thru Window	881	1,000 SF GFA	14.64	\$43,436	25%	\$43,436
Shopping Center (>150k)	820	1,000 SF GFA	6.27	\$18,603	25%	\$18,603
Shopping Plaza (40-150k)	821	1,000 SF GFA	9.60	\$28,483	25%	\$28,483
Strip Retail Plaza (<40k)	822	1,000 SF GFA	12.18	\$36,138	25%	\$36,138
Supermarket	850	1,000 SF GFA	16.04	\$47,590	25%	\$47,590
Toy/Children's Superstore	864	1,000 SF GFA	9.80	\$29,076	25%	\$29,076
<b>SERVICES</b>						
Walk-In Bank	911	1,000 SF GFA	16.23	\$48,154	25%	\$48,154
Drive-In Bank	912	Drive-in Lanes	24.84	\$73,700	25%	\$73,700

**Key to Sources of Pass-by Rates:**

A: ITE Trip Generation Handbook 3rd Edition (September 2017)

B: Estimated by Kimley-Horn based on ITE rates for similar categories

C: ITE rate adjusted upward by KHA based on logical relationship to other categories”

**SECTION 3. Severability.** The terms and provisions of this Ordinance shall be deemed to be severable and if the validity of any section, subsection, sentence, clause or phrase

of this Ordinance should be declared to be invalid, the same shall not affect the validity of any other section, subsection, sentence, clause or phrase of this ordinance.

**SECTION 4. Conflicts.** This Ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances for the City of Decatur, 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 conflicting provisions of such ordinances and Code hereby are superseded.

**SECTION 5. Effective Date.** This Ordinance shall take effect March 23, 2026.

**PRESENTED ON FIRST READING** on March 9, 2026.

**PASSED AND APPROVED** by the City Council of the City of Decatur, Texas, on this the 23<sup>rd</sup> day of March, 2026.

**APPROVED:**

\_\_\_\_\_  
Mike McQuiston, Mayor

**ATTEST:**

\_\_\_\_\_  
Asucena Delgado, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Pamela H. Liston, City Attorney

**CITY OF DECATUR, TEXAS  
ORDINANCE NO. 2026-03-10**

**AN ORDINANCE OF THE CITY OF DECATUR, TEXAS REPEALING AND REPLACING ORDINANCE NO. 2025-11-43 OF THE CITY OF DECATUR, TEXAS; PROVIDING A NEW AND AMENDED SCHEDULE OF FEES; PROVIDING A SAVINGS AND REPEALER CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.**

**WHEREAS**, the City of Decatur, Texas, (“City”) is a home-rule municipality located in Wise County, Texas; and

**WHEREAS**, on March 23, 2026, the City Council of Decatur, Texas, (“City Council”) repealed and replaced Ordinance 2025-11-43 which established a schedule of fees for the City of Decatur, Texas, in order to update existing fees and establish new fees where appropriate; and

**WHEREAS**, the City Manager, in consultation with their staff, has reviewed the City’s schedule of fees and has determined that changes are necessary, and that the proposed changes to the Fee Schedule as set forth in **Exhibit A** to this Ordinance represent fees that are revenue-neutral and fairly compensate the City for costs incurred for the services provided; and

**WHEREAS**, within the schedule of fees is a rate increase of 4.85% for waste collection services based on the 2025 Consumer Price Index (CPI) and pursuant to the City’s contract with Waste Connections; and

**WHEREAS**, the City Council has reviewed the Fee Schedule established by this Ordinance attached as **Exhibit A** and finds it reasonable, necessary, and in the best interest of the citizens of Decatur, Texas, to adopt the Fee Schedule.

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

**SECTION 1:** That the City of Decatur hereby adopts in its entirety the amended schedule of fees attached hereto as **Exhibit A** and incorporates it as if set forth fully herein.

**SECTION 2:** That this Ordinance shall be and is hereby declared to be cumulative of all other Ordinances of the City of Decatur, and this Ordinance shall not operate to repeal or affect the Code of Ordinances of the City of Decatur, Texas, or any 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, are hereby repealed.

**SECTION 3:** Should any provision of this Ordinance be held invalid or unconstitutional by a court of competent jurisdiction, the remainder of such Ordinance shall not be deemed

to affect the validity of any other provision of said Ordinance.

**SECTION 4:** This Ordinance is duly adopted on March 23, 2026, on its final passage and publication as required by Charter and Texas law, and the new schedule of fees shall be effective on April 1, 2026, and it is so ordained.

**PRESENTED ON FIRST READING** on the 9th day of March 2026.

**PRESENTED UPON SECOND READING, THIS ORDINANCE WAS PASSED AND APPROVED** by the City Council of the City of Decatur, Texas, this the 23<sup>rd</sup> day of March 2026, by a vote of \_\_\_ ayes, \_\_\_ nays, and \_\_\_ abstentions, at a regular meeting of the City Council of the City of Decatur.

**APPROVED:**

\_\_\_\_\_  
Mike McQuiston, MAYOR

**ATTEST:**

\_\_\_\_\_  
Asucena Delgado, TRMC, CMC, CITY SECRETARY

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Pamela H. Liston, CITY ATTORNEY




# **Fee Schedule**

**Effective: April 1, 2026**

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*Schedule of Fees*  
**Administrative Fees**



Cost of Copies of Public Information	See Table 2: TX Admin Code
Credit Card Transaction Fee	3% Per Transaction
Filing Fee – Street / Alley Closing	See Planning and Zoning Fees

*Schedule of Fees*  
**Airport**

Open Tee Hangar	\$120.00 Per Hangar
Enclosed Tee Hangar	\$250.00 Per Hangar
Hangar 10 (community hangar for gliders)	Per Contract
Office Space/Hangar	Per Contract
Large Maintenance Hangar	Per Contract
Terminal Building	Per Contract
Fuel Flowage Fee	Per Contract
Flight Line Monthly Tie Down Fee	\$40
Support Trailers	Per contract
Transient Daily Tie Down Fee	Per Contract
Commercial Hangar Land Lease Rates	Annual
Land Lease Deposit	\$1,000.00

Note \* Applies to grave spaces at Oaklawn Cemetery in Decatur, Texas

<b>Verified Residence</b>	<b>Per Grave Space</b>
Decatur Residents <i>Residing in 76234 zip code</i>	\$700.00
Wise County Residents <i>Not residing in 76234 zip code</i>	\$1,000.00
Non Wise County Residents	\$1,500.00

Note \* The price for each space includes a \$75.00 endowment fee, which is placed in the City of Decatur Cemetery Endowment Fund to provide perpetual care for the lot.

<b>Columbarium</b>	
Single Niche	\$850.00
Dual Niche	\$1,100.00

Note \* Prices do not include the cost of engraving the information on the niche cover panels (name, birth date, and death date.)

*Schedule of Fees*  
**Library**

<b>Printer/Copier Use</b>			
		<b>Black &amp; White</b>	<b>Color</b>
	8 1/2 x 11	\$0.20	\$0.40
	8 1/2 x 14	\$0.30	\$0.60
	11 x 17	\$0.40	\$0.80
Fax		\$1.00	Per Page
No charge for postage		Cost of Item	
Library Cards		\$2.00	Replacement
Lost Item		Cost of Item	
Meeting Room Rental		For Profit \$50.00	Not For Profit \$25.00
Meeting Room Rental Deposit		\$25.00	2 Hr Increments
Laminating (Card Sleeve only)		\$1.00	
Notary Service		Patrons No Charge	Non Patrons \$5.00
<b>Maker Space Consumables</b>			
Laminating - Large		Per Foot	\$2.00
Laminating - 8.5x11 page		per page	\$1.00
3-D Printing Filament		per gram	.10 Cents
Cricut Supplies		Per 12" x 12" Sheet	\$1.50

**For one and two family dwellings and townhomes not more than three stories**

**RESIDENTIAL REVIEW FEES**

Inspections Plan Review (Separate Fee for Planning and Fire Plan Reviews)	30% of Building Permit Fee
First resubmittal	First resubmittal no charge
Each subsequent re-submittal	30% of Building Permit Fee

**RESIDENTIAL CONSTRUCTION PERMIT FEES**

Building Permit (New Construction includes building and mechanical, electrical and plumbing (MEP) Permits) (sq. ft. based on floor area under roof per story)	.94 per sq. ft. of floor area under roof per story.
Repair, Alteration, Remodels or Addition (MEP permits not included) (sq. ft. based on floor area under roof being added or remodeled)	.73 per sq.ft.of addition or remodel \$100.00 minimum fee
Minimum Fee for Residential Permit if no sq. ft. is involved	\$100.00
Technology Fee	\$50 fee on Residential Projects over 2,000 SF under roof

**RESIDENTIAL MECHANICAL PERMIT**

New installations (Condensers, Air handlers, Duct work, Exhaust)	\$79.19 Per unit
System Change out	\$52.80 Per unit
For all permits not listed above	\$79.19

**RESIDENTIAL ELECTRICAL PERMIT**

Repair or replacement of electrical system or equipment	\$79.19
Electric Service Inspection for power	\$26.39
Service change out or panel replacement	\$79.19
Wiring, rewiring and installation of devices and fixtures	.08 per sq.ft. of rooms affected minimum \$79.19

**RESIDENTIAL PLUMBING OR IRRIGATION PERMIT**

Repair, replacement or installation of a plumbing system or fixtures	\$79.19
Remodel plumbing, replacing fixtures	.08 per sq.ft. of room affected Minimum \$79.19
Irrigation system installation	\$79.19
Water Heater replacement	\$26.39
Gas Pressure test for service connection	\$52.80

**RESIDENTIAL STAND ALONE PERMITS**

Backflow Device Install & Initial Testing	\$53.00
Backflow Annual Test per device	\$53.00
Re-Roofing Residential	\$79.19
Demolition Permit	\$100.00
Fence Permit (Residential-over 6', Non-Residential and Subdivisions)	A. Less than 100 Linear feet \$25.00 Single-Family (1 lot) B. 100 Linear feet or more \$75.00 Single-Family (1 lot) C. Residential Subdivision (2 or more Lots) \$75.00 + \$12.00 per Lot
Retaining Wall Permit	\$103.18
Foundation Repair	\$51.59
Siding (New or Replacement)	\$51.59
Window/Door Replacement	\$103.18
Relocation of structures	\$103.18
Other, Unlisted (Outdoor Kitchens, Fire Pits, etc.)	\$105.59

**Residential Pool & Spa**

Swimming Pool Permit	Above Ground: \$100.00 In-Ground \$300.00
Storable Swimming Pool Permit over 18" water depth	\$25.00
Spa Permit	\$100.00

*Schedule of Fees*  
**Commercial Building**

**For construction permitted under the International Building Code**

**COMMERCIAL BUILDING PERMIT REVIEW FEES**

Inspections Plan Review  
(Separate Fee for Planning and Fire Plan Reviews) 30% of Building Permit Fee

First resubmittal no charge  
Each subsequent re-submittal will be charged an additional 30% of Building Permit Fee

**COMMERCIAL BUILDING PERMITTING**

Building Permit (New Construction, Remodels, Repairs, Additions, Finish Outs, etc.)	See Table 1: Building Permit Fees + \$35.00
Mechanical Permit	\$10.56 for every \$1,000 of cost of Mechanical work to be performed (\$79.19 minimum)
Electrical Permit	\$10.56 for every \$1,000 of cost of Electrical work to be performed (\$79.19 minimum)
Plumbing or Irrigation Permit	\$10.56 for every \$1,000 of cost of Plumbing or Irrigation work to be performed (\$79.19 minimum)
Technology Fee	3% of Permit fee on Commercial projects over \$250,000

*Schedule of Fees*  
**Commercial Building**

<b><u>COMMERCIAL STAND ALONE PERMITS</u></b>	
Backflow Device Install & Initial Testing	\$53.00
Backflow Annual Test per device	\$53.00
Re-Roofing Non-residential	\$263.97
Demolition Permit	\$250.00
Non-Residential Fence Permit	\$250.00
Retaining Wall Permit	\$103.18
Construction Trailer	\$51.59

*Schedule of Fees*  
**Table 1 Building Permit Fees**

**TABLE 1: COMMERCIAL BUILDING VALUATION**

<b>TOTAL VALUATION</b>	<b>FEE</b>
\$1.00 to \$500.00	\$26.39
\$501.00 to \$2,000.00	\$26.39 for the first \$500.00 plus \$3.43 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$77.84 for the first \$2,000.00 plus \$14.78 for each additional \$1,000.00, or fraction thereof to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$417.78 for the first \$25,000.00 plus \$11.20 for each additional \$1,000.00, or fraction thereof to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$697.78 for the first \$50,000.00 plus \$7.76 for each additional \$1,000.00, or fraction thereof to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,085.78 for the first \$100,000.00 plus \$6.23 for each additional \$1,000.00, or fraction thereof to and including \$500,000.00
\$500,001.00 to 1,000,000.00	\$3,577.78 for the first \$500,000.00 plus \$5.28 for each additional \$1,000.00, or fraction thereof to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,217.78 for the first \$1,000,000.00 plus \$3.54 for each additional \$1,000.00, or fraction thereof.

*Schedule of Fees*  
**Certificates of Occupancy**

**CERTIFICATES OF OCCUPANCY**

Certificate of Occupancy	\$100.00
Certificate of Occupancy to Show	\$50.00
Certificate of Occupancy- Business Registration	\$50.00
Temporary Use or Seasonal Certificate of Occupancy (CO)	\$200.00 flat fee (valid up to six months)
Temporary Certificate of Occupancy (Valid for 30 Days)	\$150.00
Extension of Temporary Certificate of Occupancy (Valid for up to 90 days)	\$300.00 each extension

*Schedule of Fees*  
**Multi-Family & Apartment**

**APARTMENT AND MULTI-FAMILY REVIEW FEES**

Inspections Plan Review (Separate Fee for Planning and Fire Plan Reviews)	30% of Building Permit Fee First resubmittal - No charge Each subsequent re-submittal will be charged an additional 30% of Building Permit Fee
--	--

**APARTMENT AND MULTI-FAMILY PERMITTING FEES**

Apartment and Multi Family New Construction	.53 per sq.ft of floor area under roof per story. Fee includes MEP permit fees.
Building Permit (Remodels, Repairs, Additions)	.36 per sq. ft. of floor area under roof
Mechanical Permit	.06 per sq. ft.
Electrical Permit	.06 per sq. ft.
Plumbing Permit	.06 per sq. ft.
Technology Fee	3% of Permit fee on Commercial projects over \$250,000

**APARTMENT AND MULTI-FAMILY STAND ALONE PERMITS**

Backflow Device Install & Initial Testing	\$53.00
Backflow Annual Test per device	\$53.00
Irrigation Permit	\$79.19 per system installation, repair, or modification
Re-Roofing Apartment and Multi-family	\$263.97
Demolition Permit	\$250.00
Multi-Family & Apartment Fence Permit	\$250.00
Retaining Wall Permit	\$103.18

*Schedule of Fees*  
**Reinspection and Admin Fees**

**REINSPECTIONS**

Reinspection Fee- (To be paid prior to next inspection)	1st \$50
Reinspection Fee- (Must be paid prior to next inspection)	2nd \$100
Reinspection Fee- (To be paid prior to next inspection)	3rd and subsequent, Add \$100.00 to last reinspection fee

**ADMINISTRATIVE FEES**

After Hours Inspection Fee	Hourly Rate of staff (Two (2) Hour Minimum)
Change of Contractor After Issuing Permit	\$50 each occurrence
Work Performed without a Permit or Operating without a CO	Scheduled fee doubled
Permit Packet Assembly Administrative Fee	Hourly Rate of staff (One (1) Hour Minimum)
Inspections for which no fee is specifically indicated (minimum charge--one hour)	\$50.00 per hour
Additional plan review required by changes, additions or revisions to plans	\$250.00 non-residential \$100.00 single family
For use of outside consultants for plan checking and inspections, or both	Actual costs

**MOWING**

Administrative Fee	\$150.00
Contractor Cost	Cost of Abatement
Penalty	10% per year for Each Occurrence

**SUBSTANDARD BUILDING DEMOLITION**

Administrative Fee	\$250.00
Contractor Cost	Cost of Abatement
Penalty	10% per year for Each Occurrence

**TRASH**

Administrative Fee	\$150.00
Contractor Cost	Cost of Abatement
Penalty	10% per year for Each Occurrence

**SECURING VACANT STRUCTURES**

Administrative Fee	\$150.00
Contractor Cost	Cost of Abatement
Penalty	10% per year for Each Occurrence

**DONATION BIN FEES**

Annual Donation Bin Permit	\$40.00 per Location
Donation Bin Impound Fee	\$200
Daily Storage Fee for Impounded Donation Bins	\$50.00

**Note \* If the City has to abate a violation of the Decatur Code of Ordinance on private property, a lien will be placed on that property through the Wise Co. Clerk's Office. The lien will be filed in the amount needed to recover any of the fees, penalties and expenses listed under this section.**

**RESAURANT AND TEMP HEALTH PERMIT**

No Food Preparation	\$206.00 Annual Fee
Light Food Preparation	\$309.00 Annual Fee
Heavy Food Preparation	\$412.00 Annual Fee
Late Fee	\$50.00
	\$50.00 per Inspection
Re-inspection and Additional Inspection	
Temporary Event (Maximum 14 days)	\$50.00 per vendor/event
Seasonal Event (Maximum 180 days)	\$100.00
Public Schools and Non Profit Daycares	\$150.00

**Daycare Health and Food Safety Inspection** \$100.00 per Inspection

**Note \* Permit Fee(s) doubled for not obtaining or working without a Permit.**

**COMMUNITY/FARMER'S MARKET**

Community/Farmer's Market Permit	\$150.00 Annual Fee
Community/Farmer's Market Food Vendor Permit	\$50.00 Annual Fee

**FOOD ESTABLISHMENT REVIEW**

**PLAN REVIEW FEE SCHEDULE**

First resubmittal no charge,  
Each subsequent resubmittal or  
amendment is subject to an additional  
\$50.00 fee

0 - 500 square feet	\$50.00
501 - 1,000 square feet	\$103.00
1,001 - 5,000 square feet	\$206.00
5,001 - 10,000 square feet	\$257.00
10,001 square feet - or more	\$309.00

***Note \* Food Establishment Plan Review Fees are Based on Square Footage of***

**PUBLIC AND SEMI-PUBLIC POOLS AND SPAS**

Swimming Pool	\$309.00 Annual Fee
Spa	\$155.00 Annual Fee
Plan Review Fee	\$155.00
Late Fee for Annual Pool and/or Spa Permit	\$50.00

**Note \* Permit Fee(s) doubled for not obtaining or working without a Permit.  
(Does not include fines or fees set by Court)**

*Schedule of Fees*  
**Food Mobile Permits**

**MOBILE FOOD UNITS**

Class 1	\$155.00 Annual Fee
Class 2	\$257.00 Annual Fee
Class 3	\$103.00 Annual Fee

<b><u>All Plats:</u></b>	
Single-Family and Two-Family:	\$600 + \$10/ Per Lot
All Others:	\$600 + \$10/ Per Acre
Technology Fee	\$50.00 per application
Extension of time for plat, includes 30-day extensions	\$150.00
Vacation of Plats	\$150.00

<b><u>Plats</u></b>	
First Resubmittal	No Charge
Review After 1st Resubmittal	\$100.00

Note \* Modifications to plats, in addition to plan review comments, during the review process can incur additional fees up to full review fee, depending on modification.

<b><u>Variations</u></b>	
<b>Appeal</b>	<b>\$100.00</b>
Variance to Subdivision Regulations	\$100.00
Variance to Design Standards	\$100.00
Variance to Sign Regulations	\$100.00
Zoning Board of Adjustment Variance	\$500.00
<b>Waiver</b>	<b>\$100.00</b>

**Return to Table of Contents**

<b><u>Zoning &amp; Land Use</u></b>	
Annexation Petition	\$2,000.00 (includes notification fees)
Comprehensive Plan Amendment	\$600.00 (includes notification fees)

*Schedule of Fees*  
**Planning & Zoning**

Planned Development	\$1,000.00 (includes notification fees)
Specific Use Permit	\$500.00 (includes notification fees)
Zoning Change	\$600.00 (includes notification fees)
Zoning Verification Letter	\$100.00

**Plan Review**

Civil Plans Review	\$250.00
Civil Plans Review - REVISIONS	\$50.00
Clearing and Grading Permit	\$50.00
Non-Single-Family (NSF) Plan Review	\$250.00
Single-Family Plan Review	\$100.00
Note * Planning’s review fee only...separate Building Inspections and Fire Plan Review fees may also apply	
Plan Amendment Review (Includes Additional Plan Review for Building Permit Applications and Planning Applications required due to changes, additions or revisions to plans)	Additional \$50.00 per amendment or resubmittal review, per Single-Family and Two-Family lot  Additional \$100.00 per amendment, per Multi-Family, Residential Subdivisions (Two or more lots) and Non-residential Development

**Right-of-Way Fees**

Street / Alley / ROW Abandonment Request	\$150 plus Wise County Clerk’s filing fees
ROW Use Agreement Request	\$150 plus Wise County Clerk’s filing fees

**Landscaping Fees**

**Landscape Review Fee for subdivisions** **\$100.00**

Tree Removal (New Construction/Development only) Cost to remove protected tree, per caliper inch

5-9"	\$500.00
10-24"	\$1,000.00
15-24"	\$2,400.00
25" +	\$2,500.00

**Reinspection Fee and Additional Inspections - (To be paid prior to next inspections)** **\$50.00 per Inspection**

*Schedule of Fees*  
**Permits & Licenses**

**OIL AND GAS**

Oil and Gas Drilling Permit Review and Inspection	\$3,500.00
Oil and Gas Annual Inspection and Re-inspection	Current rate as charged by the Oil and Gas Inspector

**SALES**

Garage Sale Permit	\$10.00
Solicitors Permit	\$40.00

**EVENT PERMITTING FEES**

For Profit Event	\$50.00
Not For Profit Event	\$25.00

**Note \*Alcoholic Beverage Permit: Fee is equal to 1/2 of the permit fee assessed by TABC at time of permit application**

*Schedule of Fees*  
**Signs**

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Sign Permit Fee	\$2.00 per square foot \$50.00 minimum
Sign Plan Review Fee	30% of Sign Permit Fee
Sign Reface Review Fee	\$50.00
Work Performed without a Permit	Scheduled fee doubled

**Note \* Permit Fee(s) doubled for not obtaining or working without a Permit.  
(Does not include fines or fees set by Court)**



*Schedule of Fees*  
**Bulk Water Rates**

<b>Bulk Water Base Fee</b>	<b>\$116.65</b>
0 - 2,000 gallons	\$2.97 Per 1,000 gallons + base
2,001 - 8,000	\$5.34 Per 1,000 gallons + base
8,001 - 20,000	\$5.89 Per 1,000 gallons + base
20,001 - 50,000	\$6.76 Per 1,000 gallons + base
50,001 + gallons	\$7.79 Per 1,000 gallons + base
Hydrant Meter Deposit	\$1,500
<b>Other Bulk Water Sources</b>	
Per 1,000 gallons non-metered <i>(Purchased at City Hall)</i>	\$20.00

*Schedule of Fees*  
**Garbage**

<b>Residential</b>		
Polycart - 95 gallon cart	Per Month	\$17.56
Recycling	Per Month	\$5.36
Additional Polycart	Per Month	\$7.23
Residential Curbside Brush Removal	Per Month	\$3.00
Garbage Bags	Per Box	\$14.00
Returned Check Fee		\$30
<b>Commercial</b>		
Polycart - 95 gallon cart	Per Month	\$30.62

<b>Rate Schedule</b>								
Lifts Per Week	1	2	3	4	5	Extra Lifts		
2 Cubic Yards	\$ 92.88	\$ 163.39	\$ 253.89	\$ 346.75	\$ 439.63	\$33.77		
3 Cubic Yards	\$ 99.93	\$ 169.27	\$ 268.00	\$ 367.94	\$ 467.83	\$51.80		
4 Cubic Yards	\$ 116.97	\$ 198.67	\$ 315.02	\$ 431.98	\$ 548.95	\$72.05		
6 Cubic Yards	\$ 132.26	\$ 225.08	\$ 353.64	\$ 485.90	\$ 618.17	\$81.09		
8 Cubic Yards	\$ 150.09	\$ 255.08	\$ 404.33	\$ 554.23	\$ 704.12	\$81.09		
Containers w/ Casters							\$19.01	
Containers w/ Locks/Gates							\$12.64	

*Schedule of Fees*  
**Garbage**

<b>Current Commercial Price Per Yard</b>					
Size / Pickup	1 x Week	2 x Week	3 x Week	4 x Week	5 x Week
2 Cubic Yards	1 x Week	\$ 7.74	\$ 8.02	\$ 8.22	\$ 8.33
3 Cubic Yards	\$ 6.31	\$ 5.35	\$ 5.64	\$ 5.81	\$ 5.91
6 Cubic Yards	\$ 3.70	\$ 3.14	\$ 3.32	\$ 3.41	\$ 3.47
8 Cubic Yards	\$ 3.13	\$ 2.67	\$ 2.79	\$ 2.88	\$ 2.93
Average Per Yard	\$ 5.49	\$ 4.72	\$ 4.94	\$ 5.08	\$ 5.16

*Schedule of Fees*  
**Garbage City Fees Only**

<b><u>Temproary Front Load Rates</u></b>					
Sludge Roll Off Container	Haul Fee	Delivery Fee	Daily Rent	Dry - Runs	
20 Cubic Yards (sludge)	\$ 903.35	\$ 155.35	\$ 4.14	\$ 126.45	
<b><u>Open Top Roll Off Container</u></b>					
20 Cubic Yards	\$ 635.24	\$ 155.35	\$ 4.14	\$ 126.45	
30 Cubic Yards	\$ 731.19	\$ 155.35	\$ 4.14	\$ 126.45	
40 Cubic Yards	\$ 827.57	\$ 155.35	\$ 4.14	\$ 126.45	

**Note \* Roll Off Fees are set per container**

*Schedule of Fees*  
**Parkland Dedication**

Note \* See also formulas in Appendices I, II, and III of Section 303, "Parkland Dedication and Development", of Chapter 3, "General Subdivision Development", of Appendix A, "Subdivisions", of the Code of Ordinances.

<b><u>Single Family</u></b>	<b><u>Per Dwelling Unit</u></b>
Fee-in-Lieu of Parkland Dedication	\$423.90
Park Development Fee	\$629.64
Total Single Family Park Fees \$	1,053.54

<b><u>Multi-Family</u></b>	<b><u>Per Dwelling Unit</u></b>
Fee-in-Lieu of Parkland Dedication	\$315.65
Park Development Fee	\$468.84
Total Multi-Family Park Fees \$	784.49

*Schedule of Fees*  
**Parks & Recreation**

Tournament Fees (Per Field)	\$ 75.00 Per Field
Tournament Fees (Per Team)	\$ 30.00 Per Team

**Note \* Tournament Fees Require Per Field and Per Team Calculation.**

Ball Field, Court, and Pavilion Reservation Per Park, Per Hour, With Lights	\$20.00 Per Hour
Usage Fee Organized League per season, i.e. Little League, Pee Wee, Youth Leagues generally.	\$10.00 Per Participant

**Note \* Schedules must be provided to the City prior to the start of each season**

Public Improvement Fees are payment for City services directly related to the inspection of the construction or improvement of public infrastructure for a subdivision, lot, or related property development.

The fees include work from the following City staff: City Engineer, Inspection Supervisor, Project Inspector, Utility Technicians, GIS Technicians, and Administrative staff.

Inspection Fees are divided into two fee structures: Paving & Drainage Fee and Water & Sewer Fee

**Paving & Drainage Fee**

Per SY Roadway Paving or Sidewalks	\$3.00
Per LF of Storm Drain Line	\$2.50

The Paving and Drainage Fee includes inspection of SWPPP, traffic control, trench safety, ROW preparation, subgrade preparation, reinforcement placement, concrete or asphalt paving, vehicle or pedestrian signal installation, streetlight installation, driveway installation, curb ramp installation, side walk or sidewalk with wall installation, ADA inspection/evaluation, storm drain line installation, storm drain line taps, and any signs or pavement markings.

**Water & Sewer Fee**

Per LF of Sewer Lines Greater than 4-inches in diameter	\$2.50
Per LF of Water Lines Greater than 4-inches in diameter	\$2.50

The Water and Sewer Fee includes inspection of SWPPP, traffic control, trench safety, water mains, sewer mains, taps, services, manholes, fire hydrants, valves and all associated appurtenances.

**Note \* The Public Improvement fees shall be paid prior to the City releasing the project for construction.**

*Schedule of Fees*  
**Water & Sewer Meter**

<b>Fee Based on Meter Size</b>	
3/4" PD	\$ 450.00
1" PD	\$ 600.00
1 1/2" PD	\$ 800.00
2" PD	\$ 1,200.00
2" Compound	*
2" Turbine	*
3" Compound	*
3" Turbine	*
4" Compound	*
4" Turbine	*
6" Compound	*
6" Turbine	*
8" Compound	N/A
8" Turbine	*
10" Turbine	*
PD = Positive Displacement Meter (Typical residential meter)	*

Note \* Meter fee for meters larger than 2" will be charged the actual cost of furnishing/installing.

Note \* Required deposit will be based on City Engineer's cost estimate and determined prior to construction.

*Schedule of Fees*  
**Water & Sewer Taps**

<b><u>Sewer Tap</u></b>	
Sewer Tap	\$ 750.00

<b><u>Water Tap</u></b>	
3/4 Inch	\$ 600.00
1 Inch	\$ 750.00
1 1/2 Inch	\$ 1,100.00
2 Inch	\$ 1,250.00

Note \* Tap Fees do not include the cost of meter, meter box, riser or other required parts.

<b><u>Light Duty Meter Box with Lid</u></b>	
3/4 Inch	\$ 35.00
1 Inch	\$ 35.00
1 1/2 Inch	N/A
2 Inch	N/A

<b><u>Heavy Duty Meter Box with Lid</u></b>	
3/4 Inch	\$ 150.00
1 Inch	\$ 150.00
1 1/2 Inch	300
2 Inch	300

Note \*An additional charge of \$150.00 will be assessed if the street has to be cut or a bore has to be made to make the tap

*Schedule of Fees*  
**Waste Water Rates**

**Residential**

Base and 0 - 2,000 gallons	\$29.06 Base + \$2.68 Per 1,000 gallons
2,001 - 20,000 gallons	\$5.16 Per 1,000 gallons + base
20,001 - 50,000+ gallons	\$6.55 Per 1,000 gallons + base

**Commercial**

Base and 0 - 2,000 gallons	\$40.27 Base + \$4.85 Per 1,000 gallons
2,001 - 20,000 gallons	\$6.62 Per 1,000 gallons + base
20,001 - 50,000+ gallons	\$8.05 Per 1,000 gallons + base

**Note \* Flow calculated based on average water usage for December, January, and February**

**Residential**

Residential 3/4" Meter	\$27.18 Base
Residential 1" Meter	\$30.80 Base
Residential 1 1/2" Meter	\$39.86 Base
Residential 2" Meter	\$50.74 Base
Residential 3" Meter	\$76.10 Base
Residential 4" Meter	\$112.34 Base
Residential 6" Meter	\$202.94 Base
Residential 8" Meter	\$311.66 Base
0 - 2,000 gallons	\$2.30 Per 1,000 gallons + base
2,001 - 8,000	\$5.12 Per 1,000 gallons + base
8,001 - 20,000	\$5.88 Per 1,000 gallons + base
20,001 - 50,000	\$6.75 Per 1,000 gallons + base
50,001+ gallons	\$7.78 Per 1,000 gallons + base

**Commercial**

Commercial 3/4" Meter	\$33.50 Base
Commercial 1" Meter	\$37.97 Base
Commercial 1 1/2" Meter	\$49.13 Base
Commercial 2" Meter	\$116.65 Base
Commercial 3" Meter	\$233.90 Base
Commercial 4" Meter	\$278.56 Base
Commercial 6" Meter	\$390.23 Base
Commercial 8" Meter	\$524.23 Base
0 - 2,000 gallons	\$2.97 Per 1,000 gallons + base
2,001 - 8,000	\$5.34 Per 1,000 gallons + base
8,001 - 20,000	\$5.89 Per 1,000 gallons + base
20,001 - 50,000	\$6.76 Per 1,000 gallons + base
50,001 + gallons	\$7.79 Per 1,000 gallons + base

**WATER DEPOSIT: Tenant Fee**

3/4 - inch Meter	\$300
1-Inch Meter and Larger	\$350

**\*Refer to Section 14-98 in Chapter 14 of the Code of Ordinances relating to refund of deposits.**

**Additional Water Fees:**

Customer Service Inspection Fee	\$25.00
Tamper Fee	\$150.00
Meter Test - if accurate after 2nd test - 1st test no fee	\$50.00
Disconnected due to non-payment	\$185.00

**Late Fee = 10% Penalty** The fee will be applied after every due date on the **total**  
This program will not compound penalty fees or charge a penalty for contributions.

**Public Information Fees**  
TITLE 1 ADMINISTRATION - PART 3 - OFFICE OF THE ATTORNEY GENERAL  
CHAPTER 70 COST OF COPIES OF PUBLIC INFORMATION RULE §70.3

(a) The charges in this section to recover costs associated with providing copies of public information are based on estimated average costs to governmental bodies across the state. When actual costs are 25% higher than those used in these rules, governmental bodies other than agencies of the state, may request an exemption in accordance with §70.4 of this title (relating to Requesting an Exemption).

(b) Copy charge.

(1) Standard paper copy. The charge for standard paper copies reproduced by means of an office machine copier or a computer printer is \$.10 per page or part of a page. Each side that has recorded information is considered a page.

(2) Nonstandard copy. The charges in this subsection are to cover the materials onto which information is copied and do not reflect any additional charges, including labor, that may be associated with a particular request. The charges for nonstandard copies are:

(A) Diskette--\$1.00;

(B) Magnetic tape--actual cost

(C) Data cartridge--actual cost;

(D) Tape cartridge--actual cost;

(E) Rewritable CD (CD-RW)--\$1.00;

(F) Non-rewritable CD (CD-R)--\$1.00;

(G) Digital video disc (DVD)--\$3.00;

(H) JAZ drive--actual cost;

(I) Other electronic media--actual cost;

(J) VHS video cassette--\$2.50;

(K) Audio cassette--\$1.00;

(L) Oversize paper copy (e.g.: 11 inches by 17 inches, greenbar, bluebar, not including maps and photographs using specialty paper--See also §70.9 of this title)--\$.50;

(M) Specialty paper (e.g.: Mylar, blueprint, blueline, map, photographic--actual cost.

(c) Labor charge for programming. If a particular request requires the services of a programmer in order to execute an existing program or to create a new program so that requested information may be accessed and copied, the governmental body may charge for the programmer's time.

(1) The hourly charge for a programmer is \$28.50 an hour. Only programming services shall be charged at this hourly rate.

(2) Governmental bodies that do not have in-house programming capabilities shall comply with requests in accordance with §552.231 of the Texas Government Code.

(3) If the charge for providing a copy of public information includes costs of labor, a governmental body shall comply with the requirements of §552.261(b) of the Texas Government Code.

(d) Labor charge for locating, compiling, manipulating data, and reproducing public information.

(1) The charge for labor costs incurred in processing a request for public information is **\$15 an hour**. The labor charge includes the actual time to locate, compile, manipulate data, and reproduce the requested information.

(2) A labor charge shall not be billed in connection with complying with requests that are for 50 or fewer pages of paper records, unless the documents to be copied are located in:

(A) Two or more separate buildings that are not physically connected with each other; or

(B) A remote storage facility.

(3) A labor charge shall not be recovered for any time spent by an attorney, legal assistant, or any other person who reviews the requested information:

(A) To determine whether the governmental body will raise any exceptions to disclosure of the requested information under the Texas Government Code, Subchapter C, Chapter 552; or

(B) To research or prepare a request for a ruling by the attorney general's office pursuant to §552.301 of the Texas Government Code.

(4) When confidential information pursuant to a mandatory exception of the Act is mixed with public information in the same page, a labor charge may be recovered for time spent to redact, blackout, or otherwise obscure confidential information in order to release the public information. A labor charge shall not be made for redacting confidential information for requests of 50 or fewer pages, unless the request also qualifies for a labor charge pursuant to Texas Government Code, §552.261(a)(1) or (2).

(5) If the charge for providing a copy of public information includes costs of labor, a governmental body shall comply with the requirements of Texas Government Code, Chapter 552, §552.261(b).

(6) For purposes of paragraph (2)(A) of this subsection, two buildings connected by a covered or open sidewalk, an elevated or underground passageway, or a similar facility, are not considered to be separate buildings.

(e) Overhead charge.

(1) Whenever any labor charge is applicable to a request, a governmental body may include in the charges direct and indirect costs, in addition to the specific labor charge. This overhead charge would cover such costs as depreciation of capital assets, rent, maintenance and repair, utilities, and administrative overhead. If a governmental body chooses to recover such costs, a charge shall be made in accordance with the methodology described in paragraph (3) of this subsection. Although an exact calculation of costs will vary, the use of a standard charge will avoid complication in calculating such costs and will provide uniformity for charges made statewide.

(2) An overhead charge shall not be made for requests for copies of 50 or fewer pages of standard paper records unless the request also qualifies for a labor charge pursuant to Texas Government Code, §552.261(a)(1) or (2).

(3) The overhead charge shall be computed at 20% of the charge made to cover any labor costs associated with a particular request. Example: if one hour of labor is used for a particular request, the formula would be as follows: Labor charge for locating, compiling, and reproducing, \$15.00 x .20 = \$3.00; or Programming labor charge, \$28.50 x .20 = \$5.70. If a request requires one hour of labor charge for locating, compiling, and reproducing information (\$15.00 per hour); and one hour of programming labor charge (\$28.50 per hour), the combined overhead would be: \$15.00 + \$28.50 = \$43.50 x .20 = \$8.70.

(f) Microfiche and microfilm charge.

(1) If a governmental body already has information that exists on microfiche or microfilm and has copies available for sale or distribution, the charge for a copy must not exceed the cost of its reproduction. If no copies of the requested microfiche or microfilm are available and the information on the microfiche or microfilm can be released in its entirety, the governmental body should make a copy of the microfiche or microfilm. The charge for a copy shall not exceed the cost of its reproduction. The Texas State Library and Archives Commission has the capacity to reproduce microfiche and microfilm for governmental bodies. Governmental bodies that do not have in-house capability to reproduce microfiche or microfilm are encouraged to contact the Texas State Library before having the reproduction made commercially.

(2) If only a master copy of information in microfilm is maintained, the charge is \$.10 per page for standard size paper copies, plus any applicable labor and overhead charge for more than 50 copies.

(g) Remote document retrieval charge.

(1) Due to limited on-site capacity of storage documents, it is frequently necessary to store information that is not in current use in remote storage locations. Every effort should be made by governmental bodies to store current records on-site. State agencies are encouraged to store inactive or non-current records with the Texas State Library and Archives Commission. To the extent that the retrieval of documents results in a charge to comply with a request, it is permissible to recover costs of such services for requests that qualify for labor charges under current law.

(2) If a governmental body has a contract with a commercial records storage company, whereby the private company charges a fee to locate, retrieve, deliver, and return to storage the needed record(s), no additional labor charge shall be factored in for time spent locating documents at the storage location by the private company's personnel. If after delivery to the governmental body, the boxes must still be searched for records that are responsive to the request, a labor charge is allowed according to subsection (d)(1) of this section.

(h) Computer resource charge.

(1) The computer resource charge is a utilization charge for computers based on the amortized cost of acquisition, lease, operation, and maintenance of computer resources, which might include, but is not limited to, some or all of the following: central processing units (CPUs), servers, disk drives, local area networks (LANs), printers, tape drives, other peripheral devices, communications devices, software, and system utilities.

(2) These computer resource charges are not intended to substitute for cost recovery methodologies or charges made for purposes other than responding to public information requests.

(3) The charges in this subsection are averages based on a survey of governmental bodies with a broad range of computer capabilities. Each governmental body using this cost recovery charge shall determine which category(ies) of computer system(s) used to fulfill the public information request most closely fits its existing system(s), and set its charge accordingly. Type of System--Rate: mainframe--\$10 per CPU minute; Midsized--\$1.50 per CPU minute; Client/Server--\$2.20 per clock hour; PC or LAN--\$1.00 per clock hour.

(4) The charge made to recover the computer utilization cost is the actual time the computer takes to execute a particular program times the applicable rate. The CPU charge is not meant to apply to programming or printing time; rather it is solely to recover costs associated with the actual time required by the computer to execute a program. This time, called CPU time, can be read directly from the CPU clock, and most frequently will be a matter of seconds. If programming is required to comply with a particular request, the appropriate charge that may be recovered for programming time is set forth in subsection (d) of this section. No charge should be made for computer print-out time. Example: If a mainframe computer is used, and the processing time is 20 seconds, the charges would be as follows:  $\$10 / 3 = \$3.33$ ; or  $\$10 / 60 \times 20 = \$3.33$ .

(5) A governmental body that does not have in-house computer capabilities shall comply with requests in accordance with the §552.231 of the Texas Government Code.

(i) Miscellaneous supplies. The actual cost of miscellaneous supplies, such as labels, boxes, and other supplies used to produce the requested information, may be added to the total charge for public information.

(j) Postal and shipping charges. Governmental bodies may add any related postal or shipping expenses which are necessary to transmit the reproduced information to the requesting party.

(k) Sales tax. Pursuant to Office of the Comptroller of Public Accounts' rules sales tax shall not be added on charges for public information (34 TAC, Part 1, Chapter 3, Subchapter O, §3.341 and §3.342).

(l) Miscellaneous charges: A governmental body that accepts payment by credit card for copies of public information and that is charged a "transaction fee" by the credit card company may recover that fee.

(m) These charges are subject to periodic reevaluation and update.

Source Note: The provisions of this §70.3 adopted to be effective September 18, 1996, 21 TexReg 8587; amended to be effective February 20, 1997, 22 TexReg 1625; amended to be effective December 3, 1997, 22 TexReg 11651; amended to be effective December 21, 1999, 24 TexReg 11255; amended to be effective January 16, 2003, 28 TexReg 439; amended to be effective February 11, 2004, 29 TexReg 1189; transferred effective September 1, 2005, as published in the Texas Register September 29, 2006, 31 TexReg 8251; amended to be effective February 22, 2007, 32 TexReg 614

*Schedule of Fees*  
**Table 3 Animal Control**

**Fees related to impoundment & surrender of dogs and cats:**

**Impoundment of Animals:**

First Impoundment	\$35.00
Second Impoundment	\$50.00
Third Impoundment	\$75.00
Boarding Fee (per day)	\$10.00
Quarantine Fee	\$150.00

**Animal surrendered by resident:**

Small Animal	\$40.00
Large Animal	\$70.00

**Dead animal pick-up:**

50lbs or less	\$30.00
50lbs greater	\$50.00

**Fees related to licensing:**

New or renewed license	\$12.00
Duplicate replacement tags	\$5.00
Guard dogs	\$15.00

**Fees related to estrays:**

Impoundment of stray livestock	\$100.00
Board per night	\$25.00
Fee for inspection riding stables	\$25.00

**Fees related to registered dangerous dogs:**

Registered dangerous dog	\$50.00
Dog declared dangerous by another entity	\$25.00
Fee for restricted animal permit	\$50.00

**Fees related to pet shops, kennels/catteries:**

Kennel/Cattery	\$100.00
Pet Shop	\$100.00

Schedule of Fees  
Table 4 - Fire & Public Safety

CONSTRUCTION AND MODIFICATION PERMITS:		Fire & Public Safety Related Fees	
Scope of Work Review Only	Like item exchange/repair		\$50.00
<b>New Sprinkler Installation or Modification Permit Fees:</b>			
	1 to 10 sprinklers		\$125.00
	11 to 20 sprinklers		\$200.00
	21 to 100 sprinklers		\$275.00
	More than 100		\$300.00
	Plus \$50.00 for each 100 or fraction thereof		
If System includes Fire Pump			\$200.00
If System includes Foam			\$50.00
Each Additional Floor			\$100.00
<b>Underground Fire Sprinkler Line Installation Permit Fees:</b>			
Permit			\$200.00
<b>New Fire Alarm Installation or Modification Permit Fees:</b>			
	1 to 4 initiation devices		\$200.00
	5 to 25 devices		\$275.00
	More than 25 devices		\$350.00
	Plus \$50.00 for each 100 or fraction thereof in excess of 25		
<b>New Suppression System or Modification Permit Fees:</b>		<b>(CO2, Dry Chemical, FM 200, Intergen, Water</b>	
	1 to 5 nozzles		\$125.00
	Plus 5.00 per nozzle in excess of 5		
<b>New Standpipe System or Modification Permit Fees:</b>			
Permit			\$125.00
<b>Permits*:</b>			
*A one-time permit shall be obtained from the Fire Marshal's Office prior to engaging in the following activities, operations, practices or functions.			
Aerosol Products			\$ 50.00
Automobile Wrecking Yard			\$ 250.00
Battery Systems (liquid)			\$ 50.00
Blasting Agents			\$ 200.00
Compressed Gases			\$ 50.00
Dry Cleaning Plant			\$ 50.00
Dust-producing Operations			\$ 50.00
Flammable or Combustible Liquid Tanks/Systems		Per Tank	\$ 200.00
Hazardous Material Storage	IFC Table 105.6.20	Per Material	\$ 25.00
High Piled Combustible Storage			\$ 100.00
Liquified Petroleum Gas Distribution	Per Tank/system		\$ 50.00
Motor Vehicle Fuel Station			\$ 200.00
Pyrotechnic Displays			\$ 200.00
Radioactive Materials			\$ 100.00
Spraying or Dipping Process			\$ 100.00
Temporary Structures, Tents and Canopies		Each	\$ 25.00
Tire Storage			\$ 25.00
Gate Installation			\$ 100.00
Fire Watch/Special Event Stand-by		Per hour/Per firefighter	\$ 50.00
Mobile Food Vendor		Annual Fee	\$ 75.00
Mobile Food Vendor		Temporary Event	\$35.00
All Inspections		Greater than two	\$ 50.00
<b>CO Inspections</b>			<b>\$25.00</b>
<b>New Construction, Significant Remodel- Review, Inspection Fee</b>			
PENALTY FOR NOT OBTAINING PERMIT IS ADDITIONAL 100% OF REQUIRED PERMIT FEE (DOES NOT INCLUDE FINES OR FEES SET BY COURT)			\$0.05 per Sq. Ft. MINIMUM FEE \$50.00

*Schedule of Fees*  
**Table 4 - Fire & Public Safety**

<b>FIRE RESPONSE MITIGATION RATES</b>			
See Detailed Reference for Fees in Mitigation Ordinance			
<b>Motor Vehicle Incidents:</b>			
Level 1			\$ 618.00
Level 2			\$ 705.00
Level 3			\$ 860.00
Extrication			\$ 1,859.00
Landing Zone			\$ 567.00
Additional Time:	Engine	Per hour	\$ 568.00
	Truck	Per hour	\$ 771.00
	Misc. Equipment	Per hour	\$ 427.00

<b>HAZMAT:</b>			
Level 1			\$ 999.00
Level 2			\$ 3,566.00
Level 3			\$ 8,420.00
Additional Time:	Engine	Per hour	\$ 568.00
	Truck	Per hour	\$ 771.00
	Misc.	Per hour	\$ 427.00
<b>Fire Investigation:</b>			
Fire Investigation Team		Per hour	\$ 356.00
<b>Fire Response:</b>			
Engine		Per hour	\$ 568.00
Truck		Per hour	\$ 771.00
<b>Illegal Fires:</b>			
Engine		Per hour	\$ 568.00
Truck		Per hour	\$ 771.00
<b>Water Incidents:</b>			
Level 1			\$ 568.00
	Per Rescue Person	Per hour	\$ 70.00
Level 2			\$ 1,170.00
	Per Rescue Person	Per hour	\$ 70.00
Level 3			\$ 2,897.00
	Per Rescue Person	Per hour	\$ 70.00
	Per HAZMAT Person	Per hour	\$ 140.00

*Schedule of Fees*  
**Table 4 - Fire & Public Safety**

<b>Special Rescue:</b>			
Response Vehicle		Per hour	\$ 568.00
	Per Rescue Person	Per hour	\$ 70.00
<b>Command/Chief Response:</b>			
		Per hour	\$ 356.00
<b>Misc./Additional Time on Scene:</b>			
Engine		Per hour	\$ 568.00
Truck		Per hour	\$ 771.00
Misc. Equipment		Per hour	\$ 427.00
<b>Misc Fees</b>			
CPR Instruction per person	must pre-pay	non-refundable	Minimum group size 5 people \$50.00
CPR Instruction per person	must pre-pay	non-refundable	group size 6-10 people \$40.00
CPR Instruction per person	must pre-pay	non-refundable	group size 11-20 people \$30.00
CPR Skills card only per person	online course verification		\$35.00

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Schedule of Fees  
Table 5 - Impact Fees

<b>New Construction &amp; Development Impact Fees</b>			
<b><u>WATER IMPACT FEES</u></b>	<b>Maximum Continuous Operating Capacity (GPM)</b>	<b>Service Unit Equivalent</b>	<b>Maximum Assessable Impact Fee</b>
Meter Size			
3/4" PD	15	1.0	\$4,780
1" PD	25	1.7	\$7,967
1 1/2" PD	50	3.3	\$15,933
2" PD	80	5.3	\$25,493
3" Compound	175	11.7	\$55,767
4" Compound	300	20.	\$95,600
6" Compound	675	45.0	\$215,100
8" Compound	900	60.0	\$286,800

<b><u>WASTEWATER IMPACT FEES</u></b>	<b>Maximum Continuous Operating Capacity (GPM)</b>	<b>Service Unit Equivalent</b>	<b>Maximum Assessable Impact Fee</b>
Meter Size			
3/4" PD	15	1.0	\$9,078
1" PD	25	1.7	\$15,130
1 1/2" PD	50	3.3	\$30,260
2" PD	80	5.3	\$48,416
3" Compound	175	11.7	\$105,910
4" Compound	300	20.0	\$181,560
6" Compound	675	45.0	\$408,510
8" Compound	900	60.0	\$544,680

<b><u>ROADWAY IMPACT FEE</u></b>	<b>Maximum Fee Per Service Unit (per Vehicle-Mile)</b>	<b>Collection Rater Per Service Unit (per Vehicle-Mile)</b>
City Limits	\$2,967	In Accordance with Table Below

*Schedule of Fees*  
**Table 5 - Impact Fees**

Land Use Category	ITE Use Code	Land Development Unit		Max Fee Per Dev Unit	Percent of Max Collected	Collection Rate Per Dev Unit
<b>PORT AND TERMINAL</b>						
Intermodal Truck Terminal	30	1,000 SF GFA	9.37	\$27,800	25%	\$6,950
<b>INDUSTRIAL</b>						
General Light Industrial	110	1,000 SF GFA	3.26	\$9,672	25%	\$2,418
Industrial Park	130	1,000 SF GFA	1.7	\$5,043	25%	\$1,261
Warehousing	150	1,000 SF GFA	0.9	\$2,670	25%	\$668
Mini-Warehouse	151	1,000 SF GFA	0.75	\$2,225	25%	\$556
<b>RESIDENTIAL</b>						
Single-Family Detached Housing	210	Dwelling Unit	4.61	\$13,677	40%	\$5,471
Multifamily Housing (Low-Rise)	220	Dwelling Unit	2.5	\$7,417	40%	\$2,967
Multifamily Housing (Mid-Rise)	210	Dwelling Unit	1.91	\$5,666	40%	\$2,266
Multifamily Housing (High-Rise)	222	Dwelling Unit	1.57	\$4,658	40%	\$1,863
Mobile Home Park / Manufactured Housing	240	Dwelling Unit	2.84	\$8,426	40%	\$3,370
Senior Adult Housing-Single-Family	251	Dwelling Unit	1.47	\$4,361	40%	\$1,744
Senior Adult Housing-Multifamily	252	Dwelling Unit	1.23	\$3,649	40%	\$1,460
Assisted Living	254	Beds	1.18	\$3,501	40%	\$1,400
<b>LODGING</b>						
Hotel	310	Room	1.9	\$5,637	25%	\$1,409
Motel / Other Lodging Facilities	320	Room	1.16	\$3,441	25%	\$860
<b>RECREATIONAL</b>						
Golf Driving Range	432	Tee	4.91	\$14,567	25%	\$3,642
Golf Course	430	Acre	1.1	\$3,263	25%	\$816
Recreational Community Center	495	1,000 SF GFA	9.83	\$29,165	25%	\$7,291
Ice Skating Rink	465	1,000 SF GFA	5.23	\$15,517	25%	\$3,879
Miniature Golf Course	431	Hole	1.3	\$3,857	25%	\$964
Movie Theater	445	Screens	83.76	\$248,515	25%	\$62,129
Racquet / Tennis Club	491	Court	15.01	\$44,534	25%	\$11,134
<b>INSTITUTIONAL</b>						
Church	560	1,000 SF GFA	2.04	\$6,052	0%	\$0
Day Care Center	565	1,000 SF GFA	10.9	\$32,340	0%	\$0
Elementary School	520	Students	0.28	\$830	0%	\$0
Middle School/Junior High School	522	Students	0.26	\$771	0%	\$0
High School	525	Students	0.25	\$741	0%	\$0
Junior / Community College	540	Students	0.57	\$1,691	0%	\$0
University / College	550	Students	0.78	\$2,314	0%	\$0

*Schedule of Fees*  
**Table 5 - Impact Fees**

<b>MEDICAL</b>						
Clinic	630	1,000 SF GFA	18.19	\$53,969	25%	\$13,492
Hospital	610	1,000 SF GFA	4.24	\$12,580	25%	\$3,145
Nursing Home	620	Beds	0.69	\$2,047	25%	\$512
Animal Hospital/Veterinary Clinic	640	1,000 SF GFA	12.46	\$36,968	25%	\$9,242
<b>OFFICE</b>						
Corporate Headquarters Building	714	1,000 SF GFA	7.8	\$23,142	25%	\$5,786
General Office Building	710	1,000 SF GFA	8.64	\$25,634	25%	\$6,409
Medical-Dental Office Building	720	1,000 SF GFA	19.37	\$57,470	25%	\$14,368
Single Tenant Office Building	715	1,000 SF GFA	10.56	\$31,331	25%	\$7,833
Office Park	750	1,000 SF GFA	7.8	\$23,142	25%	\$5,786
<b>COMMERCIAL</b>						
<b>Automobile Related</b>						
Automobile Care Center	942	1,000 SF Occ. GLA	4.17	\$12,372	25%	\$3,093
Automobile Parts Sales	843	1,000 SF GFA	6.22	\$18,454	25%	\$4,614
Gasoline/Service Station	944	Vehicle Fueling Position	4.84	\$14,360	25%	\$3,590
Gasoline/Service Station w/ Conv Market	945	Vehicle Fueling Position	4.86	\$14,419	25%	\$3,605
Automobile Sales (New)	840	1,000 SF GFA	4.33	\$12,847	25%	\$3,212
Quick Lubrication Vehicle Shop	941	Servicing Positions	6.49	\$19,255	25%	\$4,814
Self-Service Car Wash	947	Stall	1.99	\$5,904	25%	\$1,476
Tire Store	848	1,000 SF GFA	6.02	\$17,861	25%	\$4,465
<b>Dining</b>						
Fast Food Restaurant with Drive-Thru Window	934	1,000 SF GFA	46.59	\$138,232	25%	\$34,558
Fast Food Restaurant without Drive-Thru Window	933	1,000 SF GFA	46.84	\$138,974	25%	\$34,744
High Turnover (Sit-Down) Restaurant	932	1,000 SF GFA	15.69	\$46,552	25%	\$11,638
Fine Dining Restaurant	931	1,000 SF GFA	13.28	\$39,401	25%	\$9,850
Coffee/Donut Shop with Drive-Thru Window	937	1,000 SF GFA	28.08	\$83,313	25%	\$20,828
<b>Other Retail</b>						
Free-Standing Discount Store	815	1,000 SF GFA	9.52	\$28,245	25%	\$7,061
Nursery (Garden Center)	817	1,000 SF GFA	13.61	\$40,380	25%	\$10,095
Home Improvement Superstore	862	1,000 SF GFA	3.33	\$9,880	25%	\$2,470
Pharmacy/Drugstore w/o Drive-Thru Window	880	1,000 SF GFA	11.2	\$33,230	25%	\$8,308
Pharmacy/Drugstore w/ Drive-Thru Window	881	1,000 SF GFA	14.64	\$43,436	25%	\$10,859
Shopping Center (>150k)	820	1,000 SF GFA	6.27	\$18,603	25%	\$4,651
Shopping Plaza (40-150k)	821	1,000 SF GFA	9.6	\$28,483	25%	\$7,121
Strip Retail Plaza (<40k)	822	1,000 SF GFA	12.18	\$36,138	25%	\$9,035
Supermarket	850	1,000 SF GFA	16.04	\$47,590	25%	\$11,898
Toy/Children's Superstore	864	1,000 SF GFA	9.8	\$29,076	25%	\$7,269
<b>SERVICES</b>						
Walk-In Bank	911	1,000 SF GFA	16.23	\$48,154	25%	\$12,039
Drive-In Bank	912	Drive-in Lanes	24.84	\$73,700	25%	\$18,425



WASTE CONNECTIONS  
*Connect with the Future®*

April 1<sup>st</sup> increase  
to Trash.

January 30, 2026

Nathan Mara, City Manager  
City of Decatur  
201 E. Walnut Street  
Decatur, TX 76234

Dear Mr. Mara,

Waste Connections appreciates the opportunity to serve your community. We have made every effort to ensure that you receive the best service possible at the most affordable prices.

As per our agreement, we must request from the City of Decatur the annual Consumer Price Index (CPI) rate adjustment called for in our agreement. The percentage of increase, calculated by the mechanism within our agreement, equals a 4.85% increase to your rates. I have enclosed the CPI information as well as a sheet with the revised rates for the services we provide. We request that these new rates for services rendered become effective April 1, 2026.

Waste Connections is committed to maintaining the highest quality of service to the City of Decatur. We would like to take this opportunity to thank the City staff, the business community, and residents for your continued patronage.

Sincerely,

Cory Glassburn  
Municipal Marketing Manager  
Waste Connections Lone Star, Inc.

Enclosures



# City of Decatur Solid Waste Pricing Comparison

Residential Adjustment	4.85%
Commercial Adjustment	4.85%
Roll Off Adjustment	4.85%

## Proposed Pricing Schedule (effective April 1, 2026)

Commercial Size / Pickup	Per Week								Per Month		
	1 x Week	2 x Week	3 x Week	4 x Week	5 x Week	Extra Lifts	Extra	Lifts	Casters	Locks/Gates	
2 Cu Yd	\$ 92.88	\$ 183.39	\$ 253.89	\$ 346.75	\$ 439.63	\$ 33.77	\$	\$ 33.77	\$ 19.01	\$ 12.64	
3 Cu Yd	\$ 99.93	\$ 199.77	\$ 288.00	\$ 387.94	\$ 487.83	\$ 51.80	\$	\$ 51.80	\$ 19.01	\$ 12.64	
4 Cu Yd	\$ 116.97	\$ 198.67	\$ 315.02	\$ 431.98	\$ 548.95	\$ 72.05	\$	\$ 72.05	\$ 19.01	\$ 12.64	
6 Cu Yd	\$ 132.26	\$ 225.08	\$ 353.64	\$ 485.90	\$ 618.17	\$ 81.09	\$	\$ 81.09	\$ 19.01	\$ 12.64	
8 Cu Yd	\$ 150.09	\$ 255.08	\$ 404.33	\$ 554.23	\$ 704.12	\$ 81.09	\$	\$ 81.09	\$ 19.01	\$ 12.64	

<b>20-yard Roll Off Sludge Container</b>	
Haul Fee	\$ 947.16
Delivery Fee	\$ 162.88
Daily Rental Fee	\$ 4.34
Dry Runs	\$ 132.58

<b>Open Top Roll Off Container</b>	
Delivery Fee	\$ 162.88
Daily Rental Fee	\$ 4.34
Dry Runs	\$ 132.58
20 Yd Haul Fee	\$ 666.05
30 Yd Haul Fee	\$ 766.65
40 Yd Haul Fee	\$ 867.71

\*Roll Off Fees are per each container

Residential Polycart	\$ 17.56
Residential Recycling	\$ 5.36
Residential Additional Cart	\$ 7.23
<b>Commercial Polycart</b>	<b>\$ 30.62</b>

Residential Revenue	\$ 47,995.68	% of Increase	4.85%	Increase Amount	\$ 2,327.79
Commercial Revenue	\$ 76,366.22	% of Increase	4.85%	Increase Amount	\$ 3,703.76
<b>Total Revenue</b>	<b>\$ 124,361.90</b>			<b>Total Increase</b>	<b>\$ 6,031.55</b>

## Current Pricing Schedule

Commercial Size / Pickup	Per Week								Per Month		
	1 x Week	2 x Week	3 x Week	4 x Week	5 x Week	Extra Lifts	Extra	Lifts	Casters	Locks/Gates	
2 Cu Yd	\$ 88.58	\$ 155.93	\$ 242.15	\$ 330.71	\$ 419.29	\$ 32.21	\$	\$ 32.21	\$ 18.13	\$ 12.06	
3 Cu Yd	\$ 95.31	\$ 161.44	\$ 255.60	\$ 350.92	\$ 446.19	\$ 49.40	\$	\$ 49.40	\$ 18.13	\$ 12.06	
4 Cu Yd	\$ 111.56	\$ 189.48	\$ 300.45	\$ 412.00	\$ 523.56	\$ 68.72	\$	\$ 68.72	\$ 18.13	\$ 12.06	
6 Cu Yd	\$ 126.14	\$ 214.67	\$ 337.28	\$ 465.42	\$ 589.58	\$ 77.34	\$	\$ 77.34	\$ 18.13	\$ 12.06	
8 Cu Yd	\$ 143.15	\$ 243.28	\$ 385.63	\$ 528.59	\$ 671.65	\$ 77.34	\$	\$ 77.34	\$ 18.13	\$ 12.06	

<b>20-yard Roll Off Sludge Container</b>	
Haul Fee	\$ 903.35
Delivery Fee	\$ 155.35
Daily Rental Fee	\$ 4.14
Dry Runs	\$ 126.45

<b>Open Top Roll Off Container</b>	
Delivery Fee	\$ 155.35
Daily Rental Fee	\$ 4.14
Dry Runs	\$ 126.45
20 Yd Haul Fee	\$ 635.24
30 Yd Haul Fee	\$ 731.19
40 Yd Haul Fee	\$ 827.57

\*Roll Off Fees are per each container


Residential Polycart	\$ 16.75
Residential Recycling	\$ 5.11
Residential Additional Cart	\$ 6.90
<b>Commercial Polycart</b>	<b>\$ 29.20</b>

CPI calculation for Hauling Portion			
December 2025	658,242		
December 2024	627,807		
Difference	30,435	+	627,807
			=
			4.85%
<b>Total % Increase</b>			<b>4.85%</b>
<b>Total \$ Increase</b>			<b>\$ 6,031.55</b>

## Databases, Tables & Calculators by Subject

 [Special Notices](#) 4/25/2024

Change Output Options:

From:  To:  

include graphs  include annual averages

[More Formatting Options](#) 

Data extracted on: January 15, 2026 (3:08:33 PM)

### Consumer Price Index for All Urban Consumers (CPI-U)

**Series Id:** CUUR0000SEHG02,CUUS0000SEHG02  
 Not Seasonally Adjusted  
**Series Title:** Garbage and trash collection in U.S. city average, all urban consumers, not seasonally adjusted  
**Area:** U.S. city average  
**Item:** Garbage and trash collection  
**Base Period:** DECEMBER 1983=100

Download:  

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2015	427.734	429.248	429.235	429.807	431.234	430.813	431.229	432.967	433.843	434.829	436.428	436.996		
2016	437.205	438.296	437.699	437.676	438.317	437.858	438.607	439.358	439.707	440.311	443.343	444.745		
2017	446.266	447.699	446.987	447.129	447.272	448.046	448.328	448.717	449.008	452.196	453.820	453.596		
2018	453.354	454.915	455.230	458.722	462.887	465.041	465.579	470.457	471.026	472.535	486.650	485.935	458.358	475.364
2019	475.687	477.474	478.569	479.449	480.865	480.984	482.138	483.987	484.346	486.133	486.485	486.708	478.838	484.966
2020	491.003	494.429	495.288	494.432	494.946	496.679	498.564	500.882	501.756	503.315	504.970	508.190	494.463	502.946
2021	512.722	517.270	518.505	518.579	516.440	517.202	521.185	524.408	529.934	530.114	529.053	532.538	516.786	527.872
2022	533.078	538.313	540.719	542.564	544.546	547.554	548.187	548.706	558.254	561.090	563.816	565.185	541.129	557.540
2023	570.412	575.697	576.773	580.124	587.431	589.812	596.167	597.347	596.997	597.569	601.631	602.164	580.042	598.646
2024	606.773	610.551	610.015	611.073	609.538	611.946	614.089	615.880	619.640	621.632	627.127	627.807	609.983	621.029
2025	629.803	641.938	642.053	643.063	646.507	648.477	652.682	656.067	652.831	-(X)	655.705	658.242	641.974	655.105

X : Data unavailable due to the 2025 lapse in appropriations



# CITY OF DECATUR CEMETERY BOARD

P. O. Box 15                      Decatur, Texas 76234  
940-627-3980

March 16, 2026

City of Decatur Council Member:

IN RE:            City of Decatur Cemetery Board

The City of Decatur Cemetery Board submits the following recommendation to you for your consideration and approval:

At our January 12, 2026, cemetery meeting, the Board voted to set up a three-tier price system for the purchase of grave spaces, with Decatur residents living in the 76234 zip code being charged one price, Wise County residents not having a Decatur address being charged a higher price, and purchasers not living in Wise County being charged the highest price. Currently all grave spaces sell for \$700.00 per space.

Price for Decatur residents living in the 76234 zip code, with proof of residence, will remain at \$700.00 per space;

Price for Wise County residents not living in the 76234 zip code, with proof of residence verifying their Wise County residence, will increase to \$1,000.00 per space;

Price for purchasers not living in Wise County will increase to \$1,500.00 per space.

The price for each space includes a \$75.00 endowment fee, which is placed in the City of Decatur Cemetery Endowment Fund to provide perpetual care for the lot.

Following your approval, the price increase will be effective on your approval date.

Sincerely,

Joyce Horton  
Secretary

Angela C. Smith, President; Fabiola Valdez, Vice-President

Board Members:            Gene Blagg, Cynthia DesRoches, Dennis Lee, Becky Lyles, Cathy Tally,  
Jerry Watson, LaDonna Wren

**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN  
THE CITY OF DECATUR, TEXAS  
AND  
DECATUR INDEPENDENT SCHOOL DISTRICT**

This Interlocal Cooperation Agreement “Tornado Siren” is made and entered into pursuant to the Interlocal Cooperation Act, Texas Government Code Chapter 791, by and between the City of Decatur, Texas, and Decatur Independent School District, each a political subdivision of the State of Texas.

**1. Purpose**

The purpose of this Agreement is to allow the City to install, operate, and maintain an outdoor warning siren on property owned by the District at Decatur High School for the purpose of providing tornado and severe weather warnings.

**2. Location**

The siren shall be located on District property at Decatur High School. The District retains ownership of the property. This Agreement does not grant a lease or easement.

**3. Ownership of Equipment**

All siren equipment shall be owned exclusively by the City.

**4. Design, Permitting, and Installation**

The City shall be responsible for engineering, permitting, installation, and restoration.

**5. Utilities and Communications**

The City shall be responsible for all utility and communication costs.

**6. Operation and Testing**

The City shall have sole authority to activate and test the siren, with advance notice to the District.

**7. Access to District Property**

City personnel shall comply with District security and visitor policies.

**8. Maintenance and Repairs**

The City shall be responsible for all maintenance and repairs.

**9. Insurance**

The City shall maintain required insurance and name the District as additional insured where applicable.

**10. Indemnification**

The City shall indemnify and hold harmless the District to the extent permitted by law.

**11. Term and Termination**

This Agreement shall remain in effect for five (5) years unless terminated earlier.

**12. No Financial Obligation**

This Agreement creates no financial obligation for the District.

**13. Compliance with Laws**

Both parties shall comply with all applicable laws.

**14. Amendment**

This Agreement may be amended only by written agreement.

**15. Governing Law and Venue**

Texas law governs. Venue lies in Wise County, Texas.

**16. Entire Agreement**

This Agreement constitutes the entire agreement.

**17. Authorization**

This Agreement is subject to approval by both governing bodies.

CITY OF DECATUR, TEXAS

By: \_\_\_\_\_

Name:

Title:

Date:

DECATUR INDEPENDENT SCHOOL DISTRICT

By: Stan Juler

Name: Stan Juler

Title: Board President

Date: 3-10-26



# Pilot Proposal

## Decatur WTP

### Texas

Representative  
Derek Willms  
Environmental Improvements Inc.  
Southlake, Texas  
dwillms@ei2water.com  
(972) 436-2536

Engineer  
Kimley Horn

**Contact**  
Ted Holt  
tholt@westechwater.com  
(801) 290-5783

Celeste Osterloh  
costerloh@westechwater.com  
(801) 290-1468















Pilot Proposal: 2330377.B\_Rev4  
Wednesday, February 25, 2026

**WESTECH**<sup>®</sup>

 SWIRE WATER



# Table of Contents

-  Scope and Services Summary
-  Technical Proposal
  -  Item A – Containerized Ultrafiltration Pilot System
  -  Item B – Field Service
-  Clarifications and Exceptions
-  Commercial Proposal
  -  Bidder's Contact Information
  -  Pricing
  -  Payment Terms
  -  Schedule
  -  Freight
-  Supplemental Information
  -  Lease Agreement
  -  General Arrangement Drawings





# Scope and Services Summary

## Scope of Supply

### Overall Summary

- Pilot Equipment (Ultrafiltration System)
- Set Up and Operational Assistance
- Decommissioning of Pilot Equipment

### Pilot Equipment Scope of Supply

- Pilot system, including
  - Instrumentation package for operational monitoring
  - All piping, valves, internal electrical components, and mounting structures
- Feed and backwash storage tanks
- Feed/CIP recirculation and backwash pumps
- Air compressor unit
- Pre-programmed PLC and data logger

### Setup, Operational Assistance, and Decommissioning

- Technical representative for 2 days
  - Setup and begin operation
- Technical representative for 2 days
  - CIP assistance
- Technical representative for 2 days
  - Pilot cleaning, takedown, and packaging

### By Others

- Supply of all equipment, excluding pilot equipment
- Unloading and installation of equipment
- Interconnecting piping
- Utilities and chemical storage / supply
- Daily operation of equipment
- Sampling and testing





# Technical Proposal

## Item A – Containerized Ultrafiltration System Pilot, Model R586

### Design Overview

Parameter	Unit	Value / Description
Application	-	Municipal Drinking Water
WesTech Pilot Model	-	R586 Containerized AltaPac Pilot
Membrane Module	-	Toray HFUG-2020AN
Approximate Dimensions	Per Unit	40'-0" L x 8'-0" W x 11'-11" H
Number of Modules	Per Unit	1 installed, 3 capacity
Power Supply Requirement	-	System: 480 V / 60Hz / 3 Phase / 52 FLA
Connection Sizes	in	2" Flange Feed, Filtrate/BW Supply, Backwash Waste/Drain
Shipping Weight	lb	30,000
Anticipated Availability	-	January 2026

We are pleased to offer the following information on a WesTech ultrafiltration pilot to assess site-specific performance of membrane technology. The system includes feed and backwash pumps, clean-in-place and maintenance cleaning capabilities, instrumentation, and automated operational control as outlined below. Interconnecting piping, valves, pumps, and instrumentation not included on the skid will need to be supplied by others. The skid-mounted unit shall be supplied shop assembled complete with all required piping, wiring, instruments and controls.

The system is available for pricing as shown below. This includes the cost to rent the unit, basic technical support, and access to a 24 hour / 7 day a week emergency support line. WesTech will assist with data collection, analysis, and other items related to full-scale system design. The minimum rental period is for one (1) month.

WesTech is a leader in innovative membrane filtration system technology, including VersaFilter™ open-platform systems, AltaPac™ packaged systems, retrofit engineering solutions, intelligent controls and performance analysis technology. In addition to UF/MF equipment, WesTech is one of the only membrane system suppliers to offer extensive pre- and post-treatment options for an integrated, complete process with consolidated support.





# Technical Proposal

## Design Information

### Water Quality

WesTech UF systems will consistently produce high purity treated water even with variation in the feed source due to a small nominal pore size in an absolute barrier configuration.

#### Feed Water Quality\*

Parameter	Unit	Value / Description
Source	-	Surface Water
pH	-	6.5 – 8.5
Temperature	°C	5 – 20
Turbidity	NTU	< 5
Total Suspended Solids	mg/L	< 5
Total Organic Carbon	mg/L	< 3
Iron	mg/L	< 0.3
Manganese	mg/L	< 0.05

\*Values are assumed and should be verified. The use of charged polymeric flocculant aids increases risk of irreversible membrane fouling and should not be used without prior written approval. This risk is applicable to all polymeric MF/UF membrane manufacturers. The presence of oil and grease in the source water must be minimized and may void any applicable warranty.

#### Treated Water Quality

Parameter	Unit	Value / Description
Turbidity	NTU	≤ 0.10 NTU 95% of the time with a maximum turbidity of 0.3 NTU
Total Suspended Solids	mg/L	< 1
Silt Density Index	-	≤ 3
Giardia Removal*	-	≥ 4 log (99.99%)
Cryptosporidium Removal*	-	≥ 4 log (99.99%)
Virus Removal*	-	≥ 1.0 log removal (90.00%)
Certification Standards		NSF/ANSI 61, NSF/ANSI 419, UL 508A Listed
Turbidity	NTU	≤ 0.10 NTU 95% of the time with a maximum turbidity of 0.3 NTU

\*Challenge-testing certification is provided by independent evaluation through NSF/ANSI 419. Typical removal levels exceed the certification level and are often on the order of 6-log. Additionally, the UF membranes achieve 1.5 log removals of viruses, though virus removal certification is only recognized up to 1.0 log by CDDW for any membrane filter.





# Technical Proposal

## Process Description

Described in this proposal is the process and design of the WesTech pilot membrane filtration system for the City of Decatur project. The system design consists of one (1) pilot skid with 3-module capacity, sized to achieve 15 – 25 gpm based on the water quality.

The filtration process is an outside/in, pressure-driven process to remove suspended solids and turbidity, and to achieve 4-log reduction of pathogens like *Giardia* and *Cryptosporidium*. Ultrafiltration membranes can also achieve >1.5 log reduction of waterborne viruses. Raw water from the water source is pretreated by clarification. An integral VFD-controlled feed pump directs the source water to a pre-filter for removal of larger debris.

Filtrate is sent to the backwash supply tank. Backwashing is used to remove accumulated foulants by reversed inside/out flow at an interval of 20 - 60 minutes with air scour for increased agitation. A drain or filter-to-waste step is used to remove any additional accumulated material. Membrane integrity testing is conducted automatically once every 24 hours. The pressure decay test (PDT) is capable of detecting a single fiber break.

Maintenance cleans (MCs)/chemically-enhanced backwashes (CEBs) and clean-in-place (CIP) procedures are automated chemical cleaning processes used to recover membrane permeability. MCs/CEBs are typically performed with NaOCl once per day to once per week. The automated clean-in-place procedure is designed to occur no more frequently than once per month, is conducted with either NaOCl or acid and is initiated when membrane permeability decreases to a specified value.

Following chemical cleaning procedures, the membrane units are drained by gravity or a pressurized drain-to-waste, and waste is subsequently sent to the discharge location. A rinse step and backwashing are used to remove residual chemical prior to resuming production. If desired, chemical cleaning waste can be captured and neutralized prior to discharge.





# Technical Proposal

## Scope of Supply

### Scope of Supply – AltaPac™ Packaged System

Item	Quantity	Description	Brand (or Equal)
Membrane Modules	1/unit	Hollow-fiber, outside-in UF, PVDF/TIPS, 0.01 µm	Toray
Skid Frames	1	Welded carbon steel, baked powder-coat	-
Manifold and Supply Piping	-	Schedule 80 PVC	-
Feed / CIP Recirculation Pump	1	End-suction centrifugal, skid-mounted	Goulds
Backwash Pump	1	End-suction centrifugal, skid-mounted	Goulds
Pre-filter	1	200-micron, automatic backwashing	Valve and Filter
Compressed Air System	1	Compressor, receiver, oil filter, and dryer	Quincy
Clean-In-Place System		<i>Integral to System</i>	
NaOCl Dosing Pump	1/unit	CIP/MC process	ProMinent
Citric Acid Dosing Pump	1/unit	CIP/MC process	ProMinent
CIP Tank	1/unit	HDPE	Tamco
Heater	1/unit	-	Chromalox
pH Sensor/Transmitter	1/unit	-	GF Signet
Temperature Transmitter	1/unit	-	GF Signet
Turbidimeter	1 feed 1 filtrate	TU5300 sc TU5300 sc	Hach Hach
Flow Meters	1/unit	Bi-directional magnetic flow meter with transmitter	Siemens
Pressure Instrumentation	-	Transmitters, gauges	Trerice
Valves / Actuators	-	Manual and actuated valves	Bray
Electrical Controls	1 Panel	NEMA 4X, PLC, HMI	-
Tanks	By WesTech	Feed, backwash HDPE with level measurement	-





# Technical Proposal

## Item B – Field Service

### On-Site Technical Assistance and Training

WesTech has included on-site technical assistance during construction, pre-commissioning and start-up to ensure the equipment is installed and commissioned per WesTech and sub-supplier requirements. All service visits will be completed by certified field technicians that are qualified and have experience working with WesTech equipment.

Any additional trips that the customer may request can be purchased at the standard WesTech daily rates plus travel and living expenses.

### On-Site Technical Service

Service	Number of Trips	Number of Days*
Installation supervision, start-up, and operator training	1	2
Clean-in-place assistance	1	2
Decommissioning of pilot equipment	1	2
<b>Total Included Service</b>	<b>3</b>	<b>6</b>

\*Including travel time

To supplement the above noted technical assistance, WesTech will provide the additional services.

- Technical support during WesTech office hours with a direct phone number to reach a qualified and involved project representative during the equipment warranty period.
- Access to a 24-hour on-call emergency support line.





# Clarifications and Exceptions

## General Clarifications

**Terms & Conditions:** This proposal, including all terms and conditions contained herein, shall become part of any resulting contract or purchase order. Changes to any terms and conditions, including but not limited to submittal and shipment days, payment terms, and escalation clause shall be negotiated at order placement, otherwise the proposal terms and conditions contained herein shall apply.

**Items not by WesTech:** Electrical wiring, conduit or electrical equipment, interconnecting piping, valves, or fittings, lubricating oil or grease, shop or field painting, field welding, erection, detail shop fabrication drawings, sludge blow down controls, unloading, storage, concrete work, field service, (except as specifically noted).

**Note:** Any item not listed above to be furnished by others.

## Exceptions

Not applicable





# Commercial Proposal

Proposal Name: Decatur WTP  
Proposal Number: 2330377  
Wednesday, February 25, 2026

## 1. Bidder's Contact Information

Company Name: WesTech Engineering, LLC  
Primary Contact Name: Ted Holt  
Phone: (801) 265-1000  
Email: tholt@westechwater.com  
Address: Number/Street: 3665 S West Temple  
Address: City, State, Zip: Salt Lake City, UT 84115

## 2. Budget Pricing Currency: USD

Scope of Supply		
A	Containerized Ultrafiltration Pilot system	\$14,000 / month
	Ultrafiltration Modules, Qty 1	\$3,500 / module
B	Field Service	\$21,480
<b>Total Price (Four Month Study)</b>		<b>\$80,980</b>
	Freight (Estimated, Billed at Actual)	\$5,000
	Taxes (sales, use, VAT, IVA, IGV, duties, import fees, etc.)	Not Included

Prices are valid for a period not to exceed 30 days from date of proposal.

## Additional Field Service

Daily Rate (Applicable Only to Field Service Not Included in Scope) \$1,350

Pricing does not include field service unless noted in scope of supply but is available at the daily rate plus expenses. The greater of a two week notice or visa procurement time is required prior to departure date. Our field service policy is subject to change and can be provided upon request.

## 3. Payment Terms

Pilot Commissioning – Freight and Field Service 50%  
Rental Period 100% of monthly costs  
(collected at beginning of monthly cycle)  
Pilot Decommissioning – Freight and Field Service 100% with completion

All payments are net 30 days. Partial shipments are allowed. An approved Letter of Credit is required if Incoterms CIF, CFR, DAP, CIP, or CPT are applicable. Payment is required in full for all other Incoterms prior to international shipment. Other terms per WesTech proforma invoice. Please note that the advising bank must be named as: Wells Fargo Bank, International Department, 9000 Flair Drive, 3rd Floor, El Monte, California 91731, USA.

## 4. Schedule

Pilot Availability January 2026

\*A purchase order or letter of intent is required to reserve the pilot. Please contact WesTech for an update on pilot availability before providing a purchase order or letter of intent, as pilots are offered on a first-come-first-served basis. We will require a 3 – 4 week lead time from order to ready to ship.

## 5. Freight

From	Final Destination	Number of Trucks / Containers
Domestic	FOB Shipping Point - Prepaid and Added (FSP-PPA)	
WesTech Shops	Decatur, TX	Approximately 1





# Supplemental Information

Lease Agreement

General Arrangement Drawings





# Pilot Rental Lease Agreement

## Equipment Scope of Supply

The pilot unit will include the equipment as listed within the pilot proposal document provided. Items listed as By Others are to be provided by others. Additionally, any item not listed within the proposal document are to be furnished by others.

## Terms and Conditions

1. The rental charge will be as shown on the commercial pricing page.
2. Additional rental charges beyond the initial rental period are prorated on a monthly basis. Fractional rental charge in excess of the rental period shall be prorated on a weekly basis, based upon pricing.
3. The rental agreement is for a minimum 1-month period.
4. Invoices are rendered monthly with lease charges payable in advance. Terms on all invoices will be NET 30 DAYS.
5. Title to pilot plant will remain in the name of WesTech Engineering, LLC unless equipment is purchased, and full payment is made for same.
6. The Lessee will, at their own expense, carry necessary insurance to protect Lessor and Lessee against all risks to the equipment or any liability arising from the use of said equipment while equipment is in the possession and control of the Lessee. Insurance Value of the pilot units is \$300,000.00.
7. The above rental price is firm for thirty (30) days. All local, state, federal, sales, or manufacturer's taxes of any sort, and such taxes and/or charges pertaining thereto are to be borne by the Lessee.
8. Freight will be arranged by WesTech and included at actual cost. All shipments are FOB Shipping Point - Prepaid and Added (FSP-PPA). The actual shipping cost may vary depending on costs at the time the pilot unit ships. Shipping charges include return shipping cost. Equipment of adequate size will be required for removing the equipment from the trailer and placing the pilot unit at the testing location. Equipment will be packaged and loaded onto a truck for shipment. Trucks, trailers and any other means of transportation will be provided by and paid for by WesTech. WesTech will bill all shipping costs to customer after shipment. Customer is responsible for filing any damage, loss or theft claims directly with the freight carrier.
9. The pilot units will ship and arrive at the test site on an agreed upon date provided in this agreement and is initialed, signed and received by the lessor prior to the required ship day. The rental period shall end on the date the return shipment from Lessee.





# Pilot Rental Lease Agreement

## Party Responsibilities

1. The Lessor will be providing the following equipment, services, and consumables:
  - a. Equipment:
    - i. One (1) Ultrafiltration Pilot system with equipment as listed in the provided proposal document
  - b. Services:
    - i. Services as shown and described in the provided proposal document
  - c. Consumables:
    - i. No chemical supply or consumables will be provided by WesTech. Chemicals and any consumables are the responsibility of the Lessee. Required chemicals for proper operation should be discussed and coordinated with WesTech prior to pilot commissioning. Proper chemical waste disposal is the responsibility of the Lessee.
2. The Lessee will be providing the following equipment, service, and consumables:
  - a. Equipment:
    - i. Equipment, such as a forklift, to unload and place pilot units at the beginning of the test and equipment needed to load pilots on truck at the conclusion of the test.
    - ii. Provide a suitable surface, relatively level, for placement of pilot unit. Surface will need to support the operating weight of the pilot unit. Please take care that there are no overhead problems in the proposed placement area.
    - iii. Feed water supply piping and tankage, as applicable.
    - iv. Connection to plant air for valve actuation.
    - v. Connection to pilot of 480 V / three-phase power.
  - b. Service:
    - i. Manpower for assistance with unloading and loading of pilot unit and hooking up and tear down of pilot unit.
    - ii. Adequate supervision, maintenance, repairs, grease and oil, etc., as may be necessary or required by Lessor.
    - iii. All tests, operation, sampling, maintenance, installation and other labor are part of the Lessee's cost and responsibility unless otherwise agreed upon.
    - iv. Repair for avoidable damage.





# Pilot Rental Lease Agreement

- v. Handling and disposal of all pilot exit flows including effluent, waste, and chemical waste, as applicable.
- c. Consumables:
  - i. Electrical service to the pilot unit as required.
  - ii. All chemicals, as necessary.

## Field Service

The Lessor has included the cost of a field service technician to provide the service described above. The following daily service rates will apply for Additional field service can be provided upon request. Rates will be assessed per WesTech's per Field Service Policy (available upon request).

## Pilot Test Data and Results

Each party's access to the pilot test data and results will be discussed and agreed upon prior to the execution of this contract. WesTech Engineering, LLC will be pleased to maintain data obtained from on-site testing. WesTech will also review and evaluate, with the Lessee, the results of the testing data as it relates to the design and specification for full scale equipment.

## Rental Return

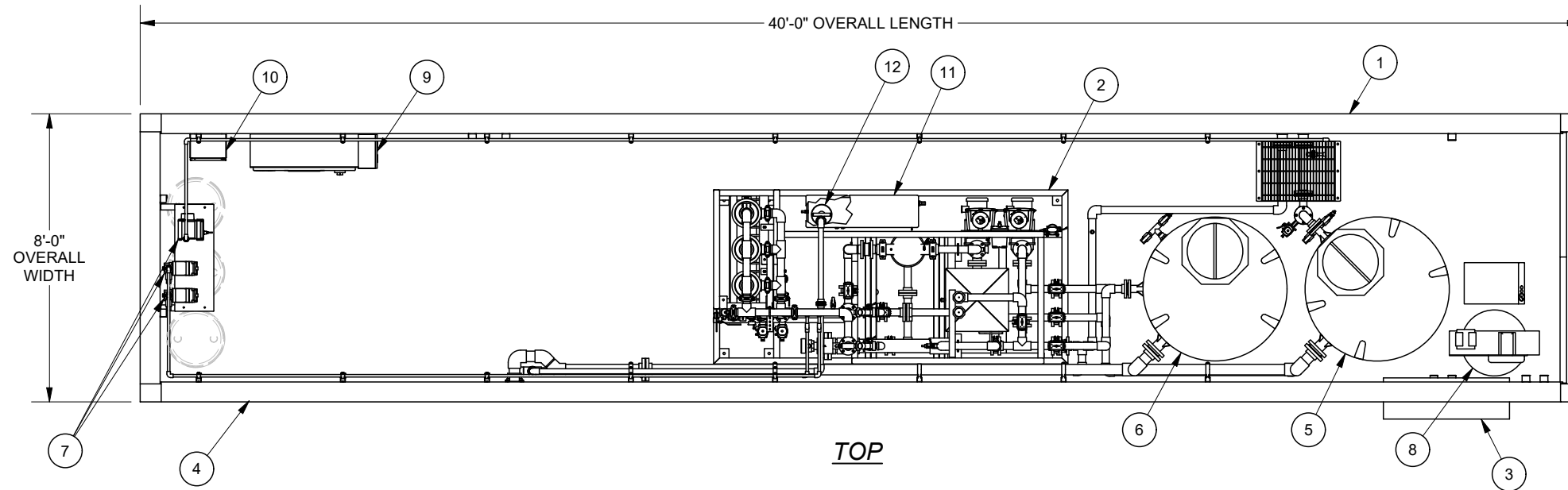
The take down and shipping arrangements are the responsibility of the Lessee. Takedown must be performed per WesTech instructions.

Equipment must be returned to the Lessor properly freighted and packaged to prevent damage, in original condition and cleaned with no abnormal wear, missing or altered parts, and WesTech has received payment for all services. Upon receipt of equipment, WesTech retains the right to bill the Lessee for any major repairs, other than normal wear, and for any costs necessary to return the equipment to the condition in which it was received at the Lessee's plant. The Lessee should make sure the unit is cleaned and functional before returning.

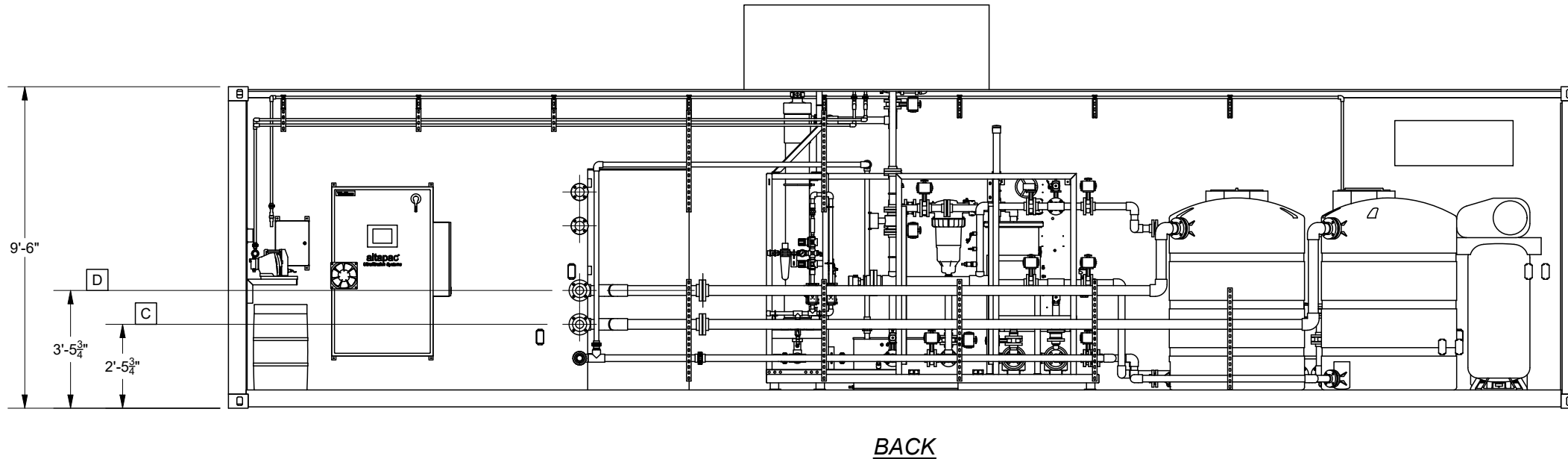
Lessee: \_\_\_\_\_ Date: \_\_\_\_\_

Lessor: \_\_\_\_\_ Date: \_\_\_\_\_  
(WesTech Engineering, LLC)





ITEM	EQUIPMENT DESCRIPTION	MATERIAL
1	CONTAINER - 40'-0" LONG, HIGH CUBE	-
2	UF SKID - AP-III	-
3	AC UNIT	-
4	FAN	-
5	UF FEED TANK - 500 GALLONS	HDPE
6	BW SUPPLY TANK - 500 GALLONS	HDPE
7	(3) CHEMICAL PUMPS	-
8	COMPRESSOR	-
9	CONTROL PANEL WITH A/C UNIT	-
10	POWER PANEL	-
11	WASTE TANK - 25 GALLONS	HDPE
12	WASTE PUMP	-



CONNECTION SUMMARY			
NOZZLE	SIZE	TYPE	DESCRIPTION
A	2"	FLANGE	UF FEED
B	2"	FLANGE	UF FILTRATE
C	3"	FLANGE	EMERGENCY OVERFLOW 1, UF FEED TANK
D	3"	FLANGE	EMERGENCY OVERFLOW 2, BW SUPPLY TANK
E	2"	FLANGE	UF SYSTEM BWW/DRAIN DOWN

**NOTES:**

1. FOLLOW THE LISTED WESTECH REFERENCE DOCUMENTS EXCEPT AS NOTED ON THIS DRAWING.
2. ALL FLANGED CONNECTIONS TO BE 150#.
3. CONTAINER CONNECTIONS NOT DESIGNED TO BEAR PLANT PIPING LOADS. PLANT PIPING MUST BE PROPERLY SUPPORTED.
4. EQUIPMENT MUST BE LEVEL AFTER INSTALLATION.
5. CHEMICAL TANKS BY OTHERS.
6. INTERIOR OF BUILDING - NONCLASSIFIED.  
EXTERIOR OF BUILDING - NONCLASSIFIED.
7. OCCUPANCY GROUP CLASSIFICATION: S-2
8. MAXIMUM OPERATING WEIGHT: 45,000 LBS
9. ALL FASTENERS TO BE A307Z.
10. WESTECH WILL PROVIDE AS SHOWN & NOTED: (1) 40'0" LONG CONTAINER INCLUDING: (1) UF SKID, (2) 500 GALLON TANKS, ADDITIONAL ITEMS AS SHOWN AND NOTED.

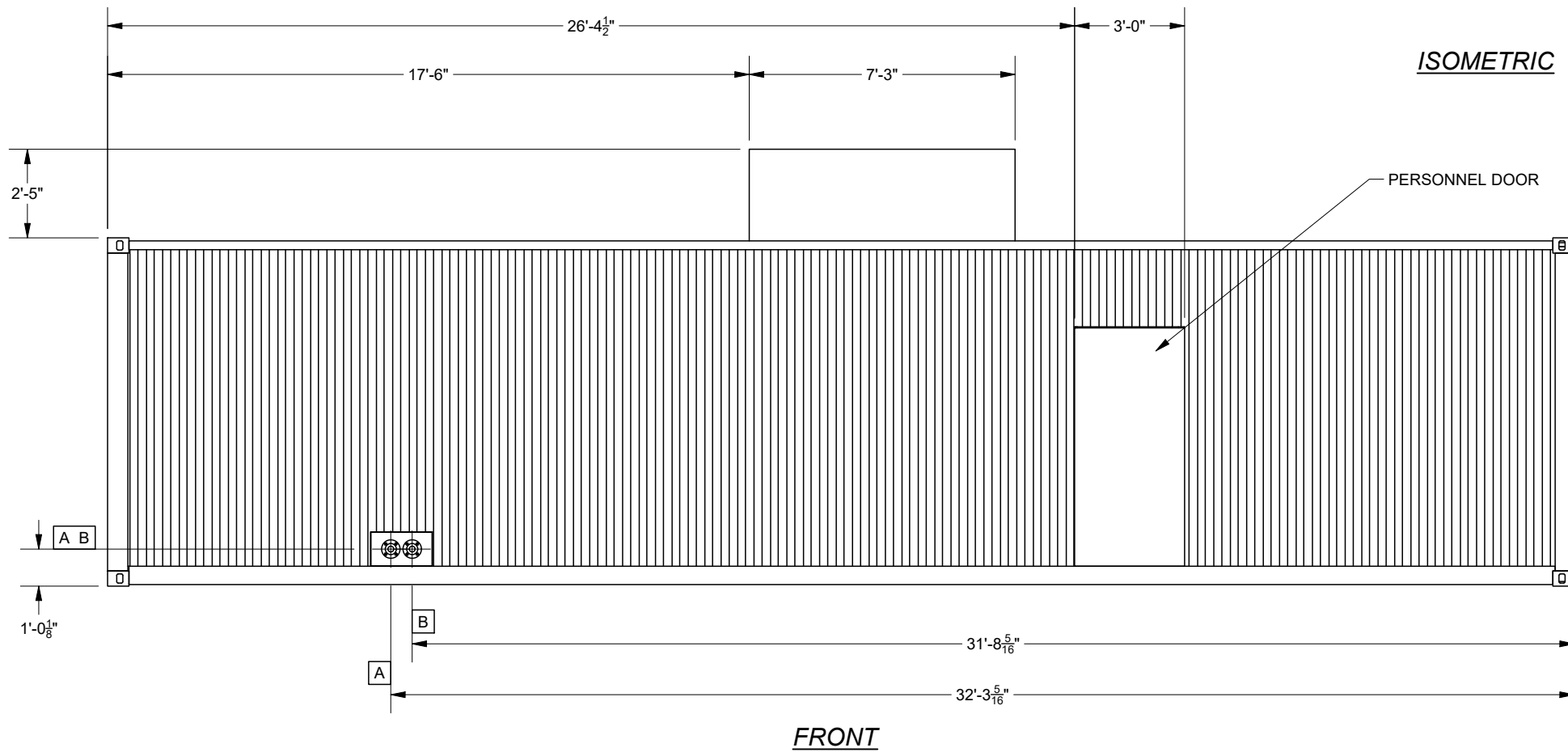
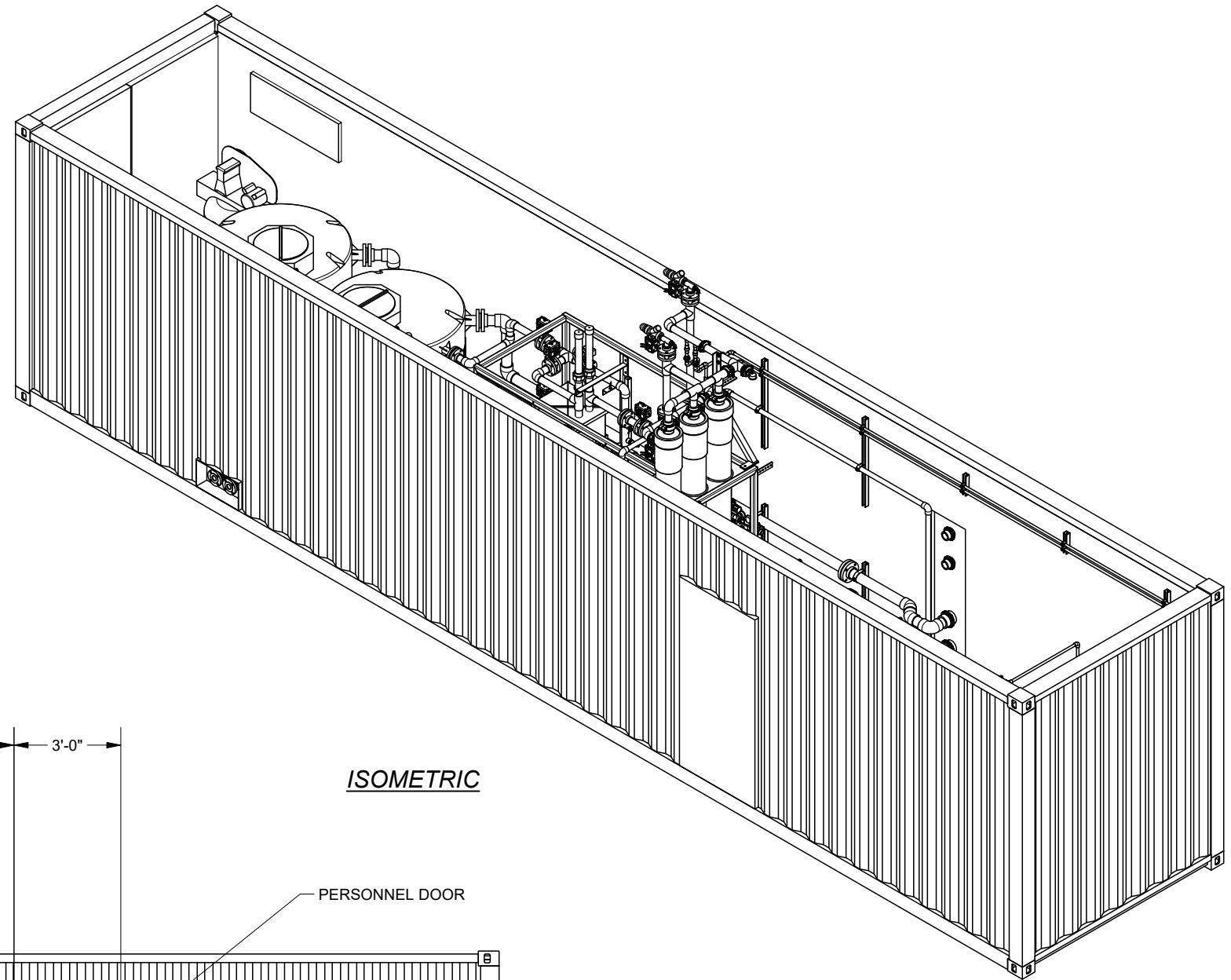
PROJECT	R586
CUSTOMER	
ENGINEER	
CONTRACTOR	
PO/CONTRACT NUMBER	

**WestTech®**

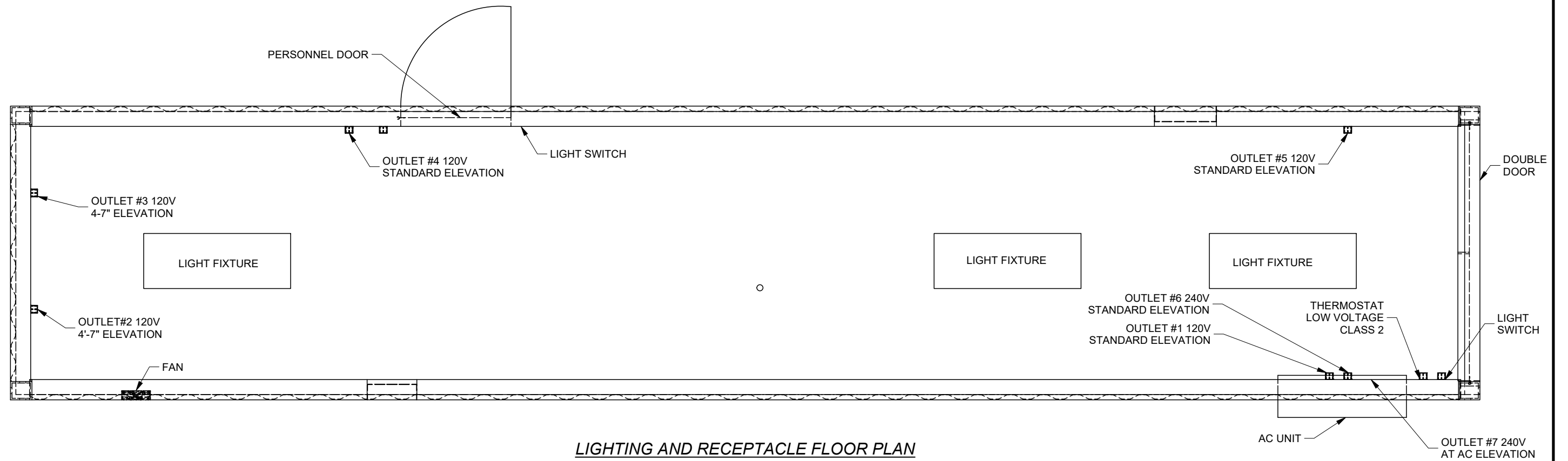
THIS DRAWING IS PROPERTY OF WESTTECH ENGINEERING, INC. AND IS TRANSMITTED IN CONFIDENCE. NEITHER RECEIPT NOR POSSESSION CONFERS OR TRANSFERS ANY RIGHTS TO REPRODUCE, USE, OR DISCLOSE IN WHOLE OR IN PART, DATA CONTAINED HEREIN FOR ANY PURPOSE, WITHOUT THE WRITTEN PERMISSION OF WESTTECH ENGINEERING, INC.

TITLE <b>GENERAL ARRANGEMENT UF CONTAINER</b>			
DESIGNER	CHECKER	APPROVER	DATE
VO00	ST00	DY03	2/2/2022
JOB NUMBER	DOCUMENT NUMBER	SHEET	REV
<b>R586</b>	<b>0001945909</b>	1 OF 3	-

REV	REVISION DESCRIPTION	ECN	DESIGNER	APPROVER	DATE	REFERENCE DOCUMENTS



<b>WestTech<sup>®</sup></b>			
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DESIGNER	CHECKER	APPROVER	DATE
VO00	ST00	DY03	2/2/2022
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<b>R586</b>	<b>0001945909</b>	2 OF 3	-



**WestTech®**

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TITLE **GENERAL ARRANGEMENT**  
UF CONTAINER

DESIGNER	CHECKER	APPROVER	DATE
V000	ST00	DY03	2/2/2022
JOB NUMBER	DOCUMENT NUMBER	SHEET	REV
<b>R586</b>	<b>0001945909</b>	3 OF 3	-



## PRELIMINARY PLAT STAFF REPORT

TO: Honorable Mayor and City Council Members  
FROM: Lisa Hannon, Planning Director  
PUBLIC HEARING DATE: March 23, 2028  
RE: PP-26-0001 – 600 E US Hwy 380 Business – Clifford Brannon

### Applicant Request:

**PP-26-0001** – Consider and take action to approve a Preliminary Plat application of Lot 1, Block 1, Brannon Addition, being a replat of part of Block 52, Proctor Addition in the J. Proctor Survey, Abstract Number 683, in the City of Decatur, Wise County, Texas, also known as 600 E US Hwy 380 Business. (**Clifford Brannon, property owner**)

### Summary of Applicant's Request:

Clifford Brannon, property owner, has submitted a preliminary plat application for the property located at 600 E US Hwy 380 Business.

### Findings:

- Finding #1.** The property is located within the corporate limits of the City of Decatur.
- Finding #2.** The property can be platted according to the Texas Local Government Code (TLGC), Section 212.
- Finding #3.** The approval process for the preliminary plat is *ministerial*, meaning the decision to approve, approve with conditions, or deny the request cannot be arbitrary.
- Finding #4.** The property is proposed for development as a single-family residence; therefore, it will be required to be rezoned from Light Industrial to Single-Family SF-2.
- Finding #5.** The rezoning application has been submitted and will be heard at the Planning and Zoning Commission meeting on March 30, 2026.

### Conclusion(s):

**Conclusion #1:** The application is in order, and statutory requirements have been met.

### Staff Recommendations - based on the aforementioned findings & conclusions:

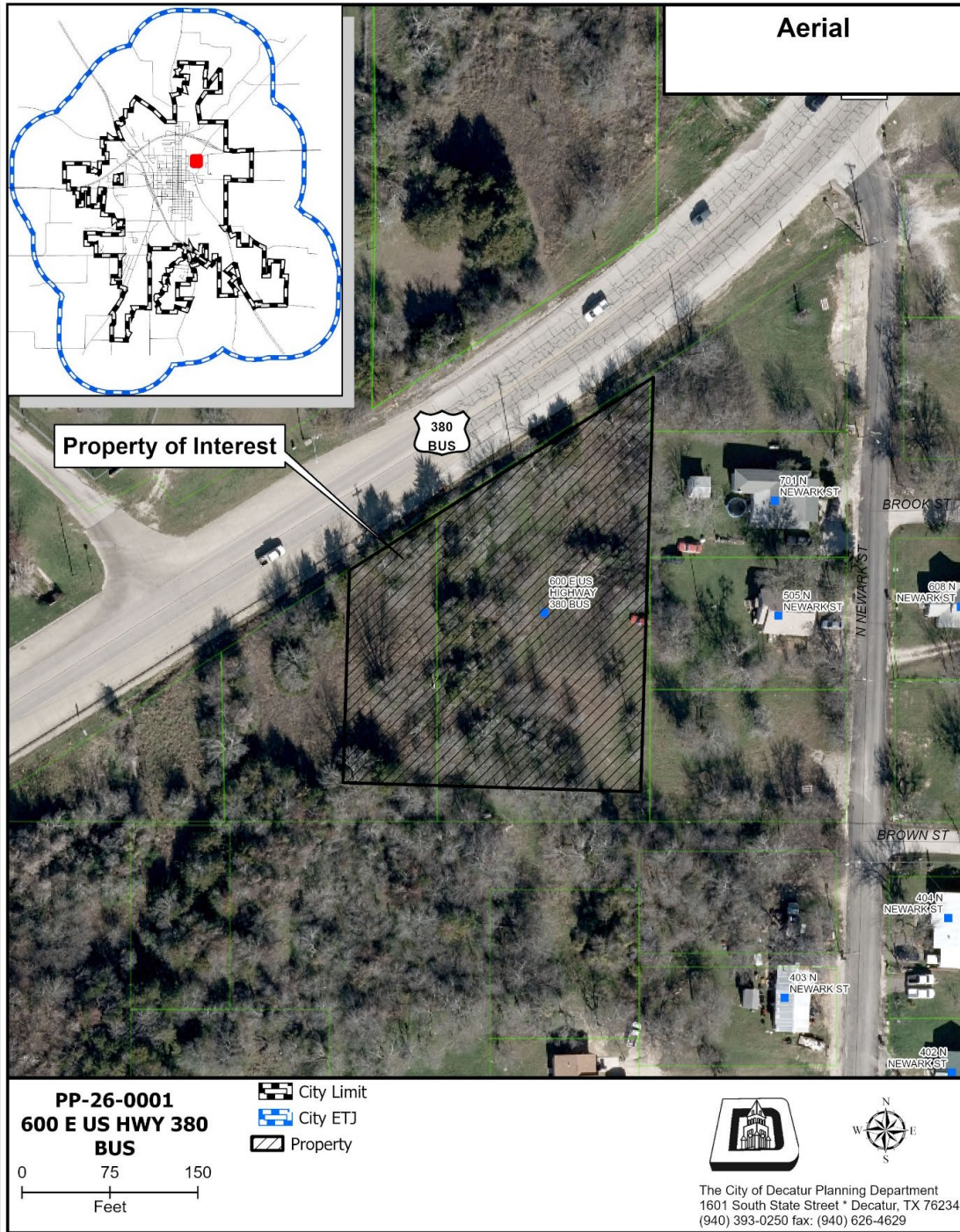
Based on the findings and conclusions outlined in the staff report, Development Services staff recommends approval of PP-26-0001.

Planning and Zoning Commission recommended approval 5-0, Commissioner Cross absent.

Attachments:

1. Aerial Map
2. Plat Exhibit

# Exhibit "1" Location/Aerial Map







## FINAL PLAT STAFF REPORT

TO: Honorable Mayor and City Council Members  
FROM: Lisa Hannon, Planning Director  
PUBLIC HEARING DATE: March 23, 2028  
RE: FP-26-0001 – 600 E US Hwy 380 Business – Clifford Brannon

### Applicant Request:

**FP-26-0001** – Consider and take action to approve a Final Plat application of Lot 1, Block 1, Brannon Addition, being a replat of part of Block 52, Proctor Addition in the J. Proctor Survey, Abstract Number 683, in the City of Decatur, Wise County, Texas, also known as 600 E US Hwy 380 Business. (**Clifford Brannon, property owner**)

### Summary of Applicant's Request:

Clifford Brannon, property owner, has submitted a final plat application for the property located at 600 E US Hwy 380 Business.

### Findings:

- Finding #1.** The property is located within the corporate limits of the City of Decatur.
- Finding #2.** The property can be platted according to the Texas Local Government Code (TLGC), Section 212.
- Finding #3.** The approval process for the preliminary plat is *ministerial*, meaning the decision to approve, approve with conditions, or deny the request cannot be arbitrary.
- Finding #4.** The property is proposed for development as a single-family residence; therefore, it will be required to be rezoned from Light Industrial to Single-Family SF-2.
- Finding #5.** The rezoning application has been submitted and will be heard at the Planning and Zoning Commission meeting on March 30, 2026.

### Conclusion(s):

**Conclusion #1:** The application is in order, and statutory requirements have been met.

### Staff Recommendations - based on the aforementioned findings & conclusions:

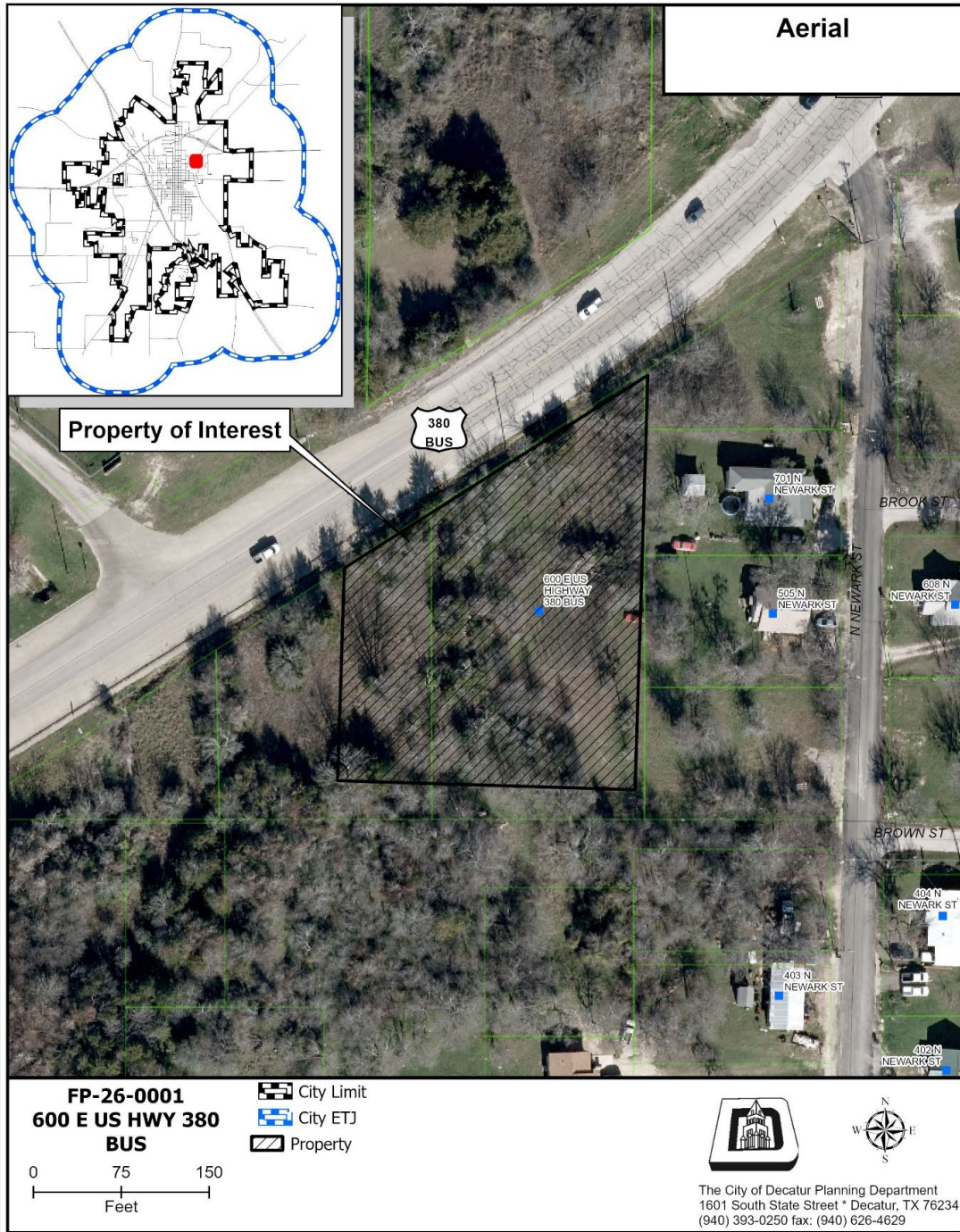
Based on the findings and conclusions outlined in the staff report, Development Services staff recommends approval of FP-26-0001.

Planning and Zoning Commission recommended approval 5-0, Commissioner Cross absent.

Attachments:

1. Aerial Map
2. Plat Exhibit

# Exhibit "1" Location/Aerial Map







CITY OF DECATUR

DEVELOPMENT SERVICES DEPARTMENT  
 1601 S. STATE STREET  
 BUILDING C  
 DECATUR, TX 76234  
 (940) 393-0250  
[planning@decaturtx.org](mailto:planning@decaturtx.org)

### EVENT PERMIT APPLICATION

**IMPORTANT:** Applications for event permits must be submitted for processing at **least sixty (60) days prior** to the event. The following information is required for all event permits issued by the City of Decatur. Please be aware that approval does not exempt the applicant from any County, State, or Federal criteria that may apply to such event or activity. Non-refundable application fee shall be paid at the time of application, or the application will be returned. Rental fees and contract personnel fees will be paid upon approval of the event request. All questions must be answered. Incomplete applications will be rejected. Signature must be notarized, or the application will be rejected. For further information, contact the Development Services Department.

**EVENTS REQUESTING TO CLOSE STREETS OR SIDEWALKS REQUIRE SPECIAL COUNCIL APPROVAL UNLESS OTHERWISE AUTHORIZED.**

<b>DATE RECEIVED:</b> 2/27/2026 JC		<b>PERMIT NO:</b> EV-26-0004	
<b>Application Fee: \$50.00 (DUE AT TIME OF APPLICATION)</b>		<b>DRC DATE:</b>	
Name of Event	The County Seat Rod & Kustom Invitational		
Applicant or Organization	TCS Operations LLC		
Event Date(s)	5/9/26		
Type: If the event is a joint venture between a not-for-profit organization and a for-profit company, the rental rates will be charged at the for-profit rate. Attach a copy of the non-profit status with IRS certification or a copy of the State of Texas tax exemption certificate. <input checked="" type="checkbox"/> For profit <input type="checkbox"/> Not-for-profit (type _____, provide IRS certification) <input type="checkbox"/> Joint Event			
Name of Responsible Party	TCS Operations LLC	Title	owner/partner
Address	107 S. Trinity St	City	Decatur
		State	TX
		Zip	76234
Phone #'s		Email address	
Description of Event	This event is custom car show showcasing vinatge vehicles. We will be having live music and food trucks.		

**Event Location:**

Indicate all areas intended to be used. Site plan is required at the time of application submittal, including location(s) of any signage, and/or parade/race route, as applicable. Site plan shall indicate the areas to be used for parking, location of portable toilets, and trash containers/dumpsters, as well as the layout of the event. In addition, an accessible route site plan is required.

Event Location Address			Property Owner			Letter of Authorization Provided	
107 S. Trinity St						YES  no n/a	
Set up Time			Event Time			Clean Up Time	
From	To	Date	From	To	Date	From	To
n/a	n/a	5/9/26	12:00pm	11:59pm	n/a	n/a	n/a
Has this event been held in the past?				No Yes - When <u>no</u> Number of attendees <u>100</u>			
Anticipated crowd size for this event?				<u>                    </u> , Peak Hours <u>                    </u>			
Will there be a charge for parking?				No Yes - Amount charged? <u>no</u>			
Will off-site parking be available?				No Yes <u>yes</u>			
Will any type of "shuttle" service from the parking to the entrance be provided?				No Yes - By whom? <u>                    </u>			
Will there be amplified music or entertainment?				No Yes <u>yes</u>			
Will any street(s) or sidewalk(s) be closed?				No Yes <u>market st between main &amp; pecan. Main St betwe</u>			
Has the traffic control plan been submitted, if applicable?				No Yes <u>n/a</u>			
Has a public safety plan been submitted, if applicable?				No Yes <u>n/a</u>			
Are off-premises directional signs or other types of advertising devices being requested?				No Yes <u>n/a</u>			
Will tents or canopies be used?				No Yes - How many? <u>4</u> , What size(s)? <u>                    </u>			
Will alcoholic beverages be sold or consumed on the premises?				No Yes - <u>Alcoholic Beverage Permit Holder TCS Operati</u>			
Are fireworks planned?				No Yes <u>no</u>			
Does the applicant own the property where the event is to be held?				No - provide a letter of authorization from the property owner. Yes			
Attached copies of the letter(s) that were supplied to all adjacent property owners.				Yes No			





During a review by various City Departments, additional conditions may be imposed. The permit is valid only for the time indicated on the ISSUED permit. In the event that the applicant fails to fulfill the requirement(s) (as outlined in the permit) or fails to obtain proper authorization to proceed, if conditions have changed, including but not limited to acts of God, pandemics, natural disasters, etc., or the expected outcomes, impacts, or conditions are substantially altered, then the permit will be voided immediately by authorized City Personnel.

I, the undersigned, will indemnify, defend, and hold harmless the City of Decatur, its agents, employees, officers, and all other associates, from and against all actions, in law or equity, from liability or claims for damages, demands, or judgements to any person or property which may result now or in the future from the conduct of this event.

The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

**NOTORIAL CERTIFICATE – ACKNOWLEDGEMENT**

	
Signature	Organization
<u>Brendan Mitchell</u>	<u>2/27/26</u>
Type or Printed Name & Title	Date
State of Texas	
County of <u>Wise</u>	
The foregoing instrument was acknowledged before me by means of <input type="checkbox"/> physical presence or <input type="checkbox"/> online notarization, this day of _____, 20____, by	
* who is personally known to me or who has produced _____, as identification.	
_____	(Notary Seal)
(Signature of Notary)	



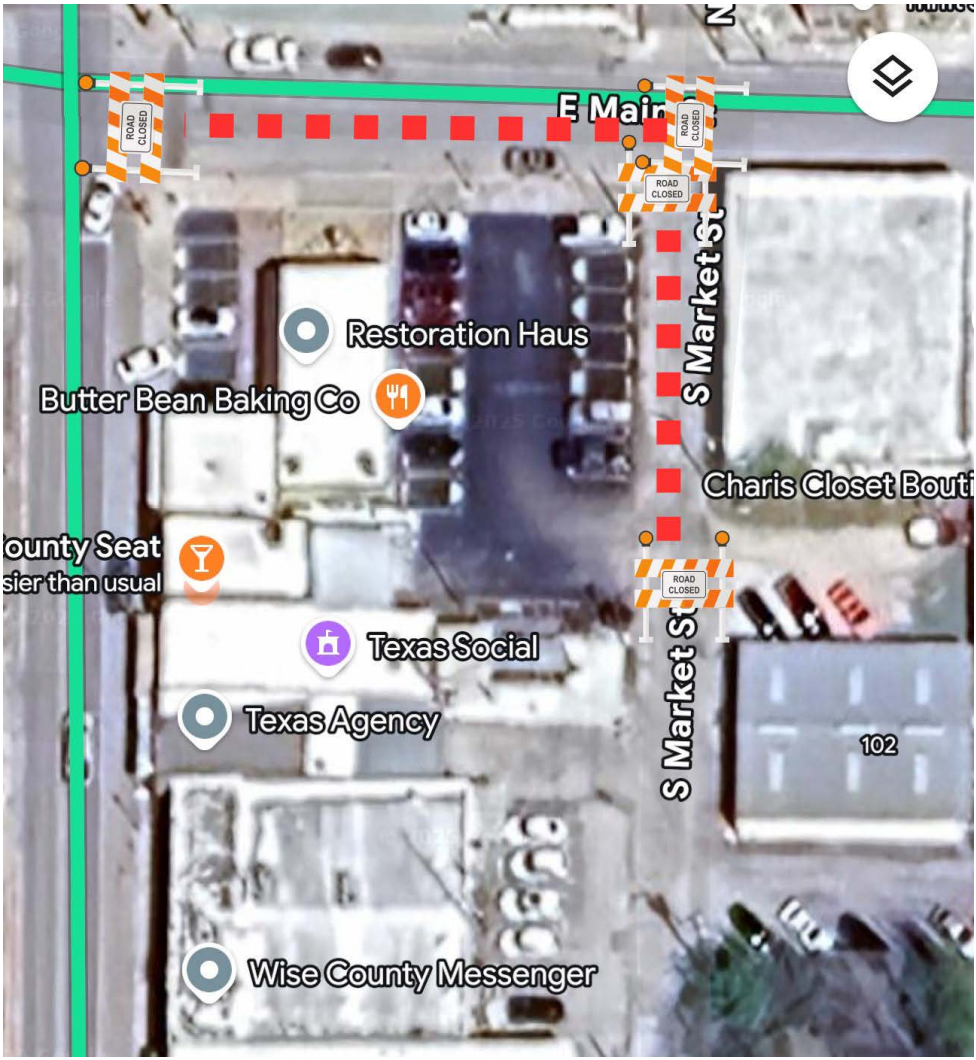
CITY OF DECATUR  
 DEVELOPMENT SERVICES  
 DEPARTMENT  
 1601 S. STATE STREET  
 BUILDING C  
 DECATUR, TX 76234  
 (940) 393-0250  
 Planning@DecaturTx.org

## REQUEST FOR TEMPORARY CLOSING OF CITY STREETS

<b>***Request for Temporary Closing Form MUST be submitted to the the Development Services Department a minimum of sixty (60) days prior to the event***</b>	<b>DATE RECEIVED:</b> 2/27/2026 JC
--	---------------------------------------

Name of Event		The County Seat Rod & Kustom Invitational					
Applicant or Organization		TCS Operations LLC					
Address	107 S Trinity St	City	Decatur	State	Tx	Zip	76240
Phone #'s	[REDACTED]		Email address	[REDACTED]			
Description of Event		custom car show					
Date of Event				Time of Event			
To	5/9/26	From	5/9/26	Begin	3:00pm	End	11:55pm
Has this event been held in the Past?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes – When _____					
Proposed Road(s) to Close (Specific Locations – Include Map)		Market St between Main St & Pecan St. Main St between market at [REDACTED]					
Proposed Detour Route (Include alternative road and map)		market is not a main thoroughfare, but vehicles can pass market fro [REDACTED]					
Additional Notes & Comments <b>Include ADA accessible route</b>							
[REDACTED]		<u>Brendan Mitchell</u> Type or Printed Name & Title			<u>2/27/26</u> Date		
Signature							

Office Use Only		
Decatur Police		
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Comment: _____	
Signature _____	Type or Printed Name & Title _____	Date _____
Decatur Fire		
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Comment: _____	
Signature _____	Type or Printed Name & Title _____	Date _____
Decatur Public Works / Engineering		
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Comment: _____	
Signature _____	Type or Printed Name & Title _____	Date _____



County Seat  
sler than usual

Restoration Haus

Butter Bean Baking Co

Charis Closet Bouti

Texas Social

Texas Agency

Wise County Messenger

102



DEVELOPMENT SERVICES DEPARTMENT  
 1601 S. STATE STREET  
 BUILDING C  
 DECATUR, TX 76234  
 (940) 393-0250  
[planning@decaturtx.org](mailto:planning@decaturtx.org)

**EVENT PERMIT APPLICATION**

**IMPORTANT:** Applications for event permits must be submitted for processing at **least sixty (60) days prior** to the event. The following information is required for all event permits issued by the City of Decatur. Please be aware that approval does not exempt the applicant from any County, State, or Federal criteria that may apply to such event or activity. Non-refundable application fee shall be paid at the time of application, or the application will be returned. Rental fees and contract personnel fees will be paid upon approval of the event request. All questions must be answered. Incomplete applications will be rejected. Signature must be notarized, or the application will be rejected. For further information, contact the Development Services Department.

**EVENTS REQUESTING TO CLOSE STREETS OR SIDEWALKS REQUIRE SPECIAL COUNCIL APPROVAL UNLESS OTHERWISE AUTHORIZED.**

<b>DATE RECEIVED:</b>		<b>PERMIT NO:</b>	
<b>Application Fee: \$50.00 (DUE AT TIME OF APPLICATION)</b>		<b>DRC DATE:</b>	
Name of Event	The County Seat Sip N Shop		
Applicant or Organization	TCS Operations LLC		
Event Date(s)	4/4/26 5/2/26 6/6/26		
Type: If the event is a joint venture between a not-for-profit organization and a for-profit company, the rental rates will be charged at the for-profit rate. Attach a copy of the non-profit status with IRS certification or a copy of the State of Texas tax exemption certificate. <input checked="" type="checkbox"/> For profit <input type="checkbox"/> Not-for-profit (type _____, provide IRS certification) <input type="checkbox"/> Joint Event			
Name of Responsible Party	TCS Operations LLC	Title	owner/partner
Address	107 S. Trinity St	City	Decatur
		State	TX
		Zip	76234
Phone #'s	[REDACTED]	Email address	[REDACTED]
Description of Event	This event is a vendor market taking place in the parking lot behind 107 S Trinity St and a small portion of Market St between Main St and Pecan St. We will begin setup at 3:00pm and the event will be fully taken down and cleaned up by 11:00pm same day. I have attached approval for three seperate dates that are listed above. The event consist of local artist , farmers, artisians, makers, and crafters of all kind. We will have a local food truck thats approved by local health department on site selling food.		

**Event Location:**

Indicate all areas intended to be used. Site plan is required at the time of application submittal, including location(s) of any signage, and/or parade/race route, as applicable. Site plan shall indicate the areas to be used for parking, location of portable toilets, and trash containers/dumpsters, as well as the layout of the event. In addition, an accessible route site plan is required.

Event Location Address			Property Owner			Letter of Authorization Provided	
107 S. Trinity St			Barrister Holdings LLC TCS Operations LLC			YES  NO n/a	
Set up Time			Event Time			Clean Up Time	
From	To	Date	From	To	Date	From	To
n/a	n/a	4/4/26	3:00pm	11:00pm	n/a	n/a	n/a
		5/2/26	3:00pm	11:00pm	n/a	n/a	n/a
		6/6/26	3:00pm	11:00pm	n/a	n/a	n/a
Has this event been held in the past?				No Yes - When <u>monthly</u> Number of attendees <sup>75</sup> _____			
Anticipated crowd size for this event?				_____, Peak Hours _____			
Will there be a charge for parking?				No Yes - Amount charged? <sup>no</sup> _____			
Will off-site parking be available?				No yes Yes			
Will any type of "shuttle" service from the parking to the entrance be provided?				No Yes - By whom? _____			
Will there be amplified music or entertainment?				No yes Yes			
Will any street(s) or sidewalk(s) be closed?				No market st between main & pecan Yes			
Has the traffic control plan been submitted, if applicable?				No n/a Yes			
Has a public safety plan been submitted, if applicable?				No n/a Yes			
Are off-premises directional signs or other types of advertising devices being requested?				No n/a Yes			
Will tents or canopies be used?				No Yes - How many? <sup>30</sup> _____, What size(s)? _____			
Will alcoholic beverages be sold or consumed on the premises?				No Yes - Alcoholic Beverage Permit Holder TCS Operati.			
Are fireworks planned?				No no Yes			
Does the applicant own the property where the event is to be held?				No - provide a letter of authorization from the property owner. Yes			
Attached copies of the letter(s) that were supplied to all adjacent property owners.				Yes No			



During a review by various City Departments, additional conditions may be imposed. The permit is valid only for the time indicated on the ISSUED permit. In the event that the applicant fails to fulfill the requirement(s) (as outlined in the permit) or fails to obtain proper authorization to proceed, if conditions have changed, including but not limited to acts of God, pandemics, natural disasters, etc., or the expected outcomes, impacts, or conditions are substantially altered, then the permit will be voided immediately by authorized City Personnel.

I, the undersigned, will indemnify, defend, and hold harmless the City of Decatur, its agents, employees, officers, and all other associates, from and against all actions, in law or equity, from liability or claims for damages, demands, or judgements to any person or property which may result now or in the future from the conduct of this event.

The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

**NOTORIAL CERTIFICATE – ACKNOWLEDGEMENT**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Type or Printed Name & Title

\_\_\_\_\_  
Date

State of Texas  
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of [  ] physical presence or [  ] online notarization, this day of \_\_\_\_\_, 20\_\_\_\_, by  
\*  
who is personally known to me or who has produced \_\_\_\_\_, as identification.

\_\_\_\_\_  
(Signature of Notary)

(Notary Seal)



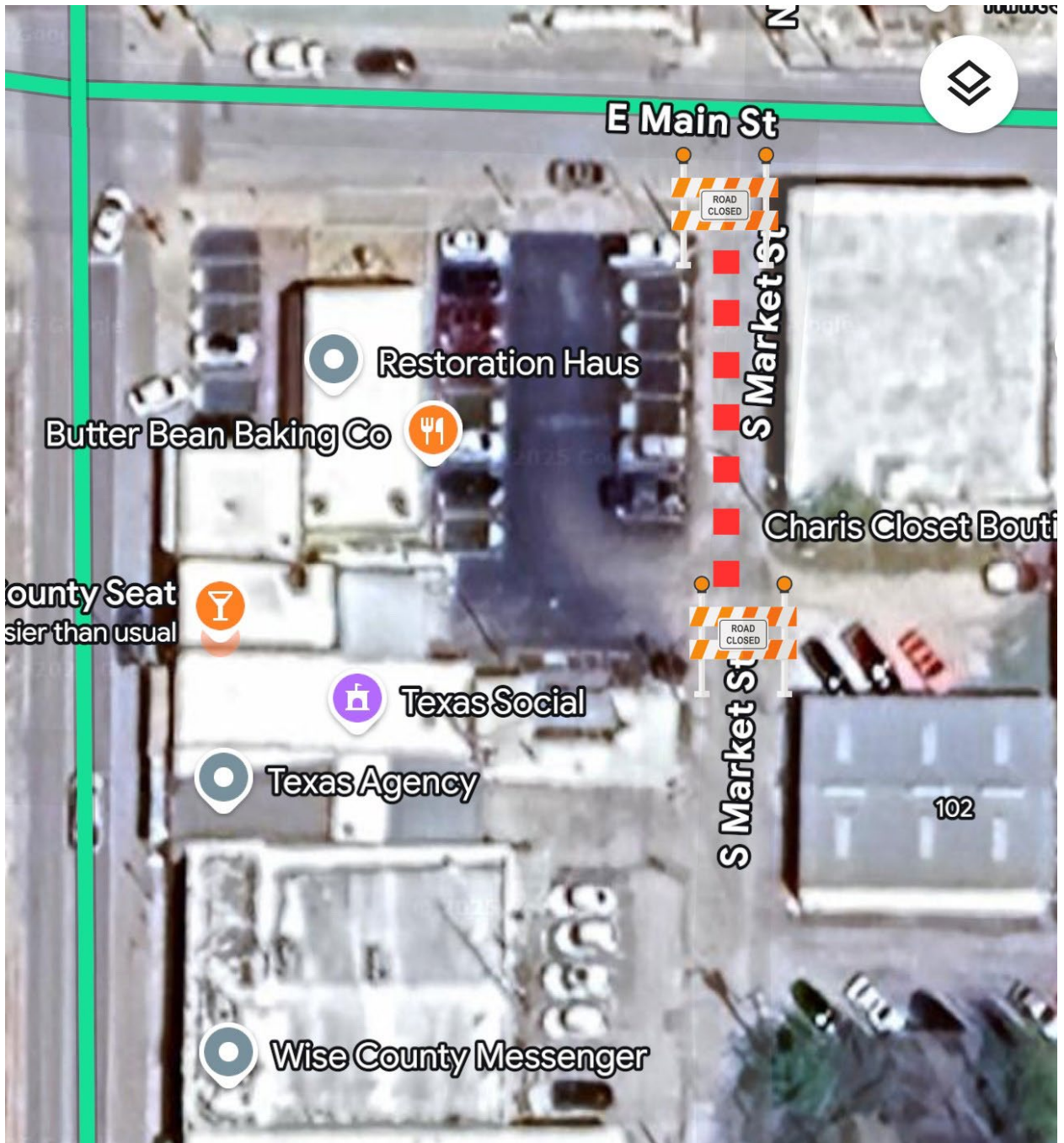
CITY OF DECATUR  
 DEVELOPMENT SERVICES  
 DEPARTMENT  
 1601 S. STATE STREET  
 BUILDING C  
 DECATUR, TX 76234  
 (940) 393-0250  
 Planning@DecaturTx.org

## REQUEST FOR TEMPORARY CLOSING OF CITY STREETS

<b>***Request for Temporary Closing Form MUST be submitted to the the Development Services Department a minimum of sixty (60) days prior to the event***</b>	<b>DATE RECEIVED:</b>
--	-----------------------

Name of Event		The County Seat Sip N Shop					
Applicant or Organization		TCS Operations LLC					
Address	107 S Trinity St	City	Decatur	State	Tx	Zip	76240
Phone #'s	[REDACTED]	Email address		[REDACTED]			
Description of Event		vendor market					
Date of Event				Time of Event			
To	5/2/26	From	4/4/26	Begin	3:00pm	End	11:00pm
Has this event been held in the Past?		<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – When <u>monthly</u>					
Proposed Road(s) to Close (Specific Locations – Include Map)		Market St between Main St & Pecan St					
Proposed Detour Route (Include alternative road and map)		market is not a main thoroughfare, but vehicles can pass market from [REDACTED]					
Additional Notes & Comments <b>Include ADA accessible route</b>							
Signature: [REDACTED]		<u>Brendan Mitchell</u> Type or Printed Name & Title			<u>2/27/26</u> Date		

Office Use Only		
Decatur Police		
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Comment:	
Signature	Type or Printed Name & Title	Date
Decatur Fire		
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Comment:	
Signature	Type or Printed Name & Title	Date
Decatur Public Works / Engineering		
<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Comment:	
Signature	Type or Printed Name & Title	Date





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### EVENT PERMIT APPLICATION

**IMPORTANT:** Applications for event permits must be submitted for processing at **least sixty (60) days prior** to the event. The following information is required for all event permits issued by the City of Decatur. Please be aware that approval does not exempt the applicant from any County, State, or Federal criteria that may apply to such event or activity. Non-refundable application fee shall be paid at the time of application, or the application will be returned. Rental fees and contract personnel fees will be paid upon approval of the event request. All questions must be answered. Incomplete applications will be rejected. Signature must be notarized, or the application will be rejected. For further information, contact the Development Services Department.

**EVENTS REQUESTING TO CLOSE STREETS OR SIDEWALKS REQUIRE SPECIAL COUNCIL APPROVAL UNLESS OTHERWISE AUTHORIZED.**

<b>DATE RECEIVED:</b> 3/10/2026		<b>PERMIT NO:</b> EV-26-0006	
<b>Application Fee: \$50.00 (DUE AT TIME OF APPLICATION)</b>		<b>DRC DATE:</b> 3/19/2026	
Name of Event	One Nation Under God   America 250		
Applicant or Organization	Wise County Pastors Group (REDACTED)		
Event Date(s)	April 12, 2026		
Type: If the event is a joint venture between a not-for-profit organization and a for-profit company, the rental rates will be charged at the for-profit rate. Attach a copy of the non-profit status with IRS certification or a copy of the State of Texas tax exemption certificate. <input type="checkbox"/> For profit <input checked="" type="checkbox"/> Not-for-profit (type <b>501(c)3</b> , provide IRS certification) <input type="checkbox"/> Joint Event			
Name of Responsible Party	(REDACTED)	Title	Organizer
Address	(REDACTED)	City	Decatur
		State	Texas
		Zip	76234
Phone #'s	(REDACTED)	Email address	(REDACTED)
Description of Event	County Wide Worship Service held on the Town Square		

**Event Location:**

Indicate all areas intended to be used. Site plan is required at the time of application submittal, including location(s) of any signage, and/or parade/race route, as applicable. Site plan shall indicate the areas to be used for parking, location of portable toilets, and trash containers/dumpsters, as well as the layout of the event. In addition, an accessible route site plan is required.

<b>Event Location Address</b>			<b>Property Owner</b>			<b>Letter of Authorization Provided</b>	
Wise County Court House			[REDACTED]			YES Provided  NO	
<b>Set up Time</b>			<b>Event Time</b>			<b>Clean Up Time</b>	
<b>From</b>	<b>To</b>	<b>Date</b>	<b>From</b>	<b>To</b>	<b>Date</b>	<b>From</b>	<b>To</b>
Noon	1600	4/12	1700	1800	4/12	1830	2000
Has this event been held in the past?				No Yes - When _____ Number of attendees <sup>500</sup> _____			
Anticipated crowd size for this event?				_____, Peak Hours <sup>500</sup> _____			
Will there be a charge for parking?				No Yes - Amount charged? _____, No			
Will off-site parking be available?				No Yes Yes, Grace Baptist			
Will any type of "shuttle" service from the parking to the entrance be provided?				No Yes - By whom? _____, 600 S Trinity			
Will there be amplified music or entertainment?				No Yes Yes			
Will any street(s) or sidewalk(s) be closed?				No Yes Yes			
Has the traffic control plan been submitted, if applicable?				No Yes Yes			
Has a public safety plan been submitted, if applicable?				No Yes Yes			
Are off-premises directional signs or other types of advertising devices being requested?				No Yes Yes			
Will tents or canopies be used?				No Yes - How many? No _____, What size(s)? _____			
Will alcoholic beverages be sold or consumed on the premises?				No Yes - Alcoholic Beverage Permit Holder No _____			
Are fireworks planned?				No Yes No			
Does the applicant own the property where the event is to be held?				No - provide a letter of authorization from the property owner. Yes			
Attached copies of the letter(s) that were supplied to all adjacent property owners.				Yes No Yes (Flyer)			

Will private security be provided to protect exhibits, equipment, or facilities brought on-site for this event?	<b>No</b> <b>Yes – Name of Security Company</b> Yes _____ Volunteers from Bridgeport PD
Will food be sold, sampled, cooked, and/or catered on-site for this event?	<b>No</b> <b>Yes – Do you have the Health Dept. Permit?</b> <b>No</b> Yes
Will temporary sanitary facilities be provided?*	<b>No</b> <b>Yes</b>
*Portable sanitary facilities and hand-washing stations are <b>REQUIRED</b> for <b>ANY</b> event serving/selling food and/or beverages.	<b>No</b>
Will disposable cardboard trash receptacles be provided?	<b>No</b> No <b>Yes</b>
Will additional refuse containers/dumpsters be provided? (If serving food, a dumpster is required)	<b>No</b> <b>Yes – By Whom?</b> No _____
Are live animals proposed to be part of this event?	<b>No</b> <b>Yes – Type?</b> No _____, <b>How Many?</b> _____
Are vehicles proposed to be part of this event?	<b>No</b> <b>Yes – Type?</b> No _____, <b>How Many?</b> _____
Will City of Decatur Personnel be requested?	<b>Police – No</b> Yes Yes <b>Fire – No</b> Yes No <b>Public Works – No</b> Yes
Please provide the City of Decatur with a Certificate of Insurance for Property and Liability coverage of the event, naming the City as additional insured. Combined Single Limit for Bodily Injury liability having minimum limits of \$1,000,000.00 per occurrence, and Property Damage liability of \$500,000.00. Insurance certificates must be provided prior to permit approval.	<b>Do you have the appropriate insurance?</b> In Process <b>No</b> Yes <b>Is the City named as additional insured?</b> <b>No</b> <b>Yes</b>
Does this event require the use of City water?	<b>No</b> No <b>Yes</b>
Does this event require the use of electricity?	<b>No</b> Yes <b>Yes</b>
Telephone service shall be available on-site at the event for emergency purposes. List the name of the contact person responsible on the day of the event.	<b>Name:</b> _____ <b>Title:</b> _____ <b>Phone:</b> _____

During a review by various City Departments, additional conditions may be imposed. The permit is valid only for the time indicated on the ISSUED permit. In the event that the applicant fails to fulfill the requirement(s) (as outlined in the permit) or fails to obtain proper authorization to proceed, if conditions have changed, including but not limited to acts of God, pandemics, natural disasters, etc., or the expected outcomes, impacts, or conditions are substantially altered, then the permit will be voided immediately by authorized City Personnel.


I, the undersigned, will indemnify, defend, and hold harmless the City of Decatur, its agents, employees, officers, and all other associates, from and against all actions, in law or equity, from liability or claims for damages, demands, or judgements to any person or property which may result now or in the future from the conduct of this event.


The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

**NOTORIAL CERTIFICATE – ACKNOWLEDGEMENT**

	WC Pastors Group
<b>Signature</b>	<b>Organization</b>
Mickey Tanner	3/10/2026
<b>Type or Printed Name &amp; Title</b>	<b>Date</b>

State of Texas  
County of Wise

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this day of March 10, 2026, by   
who is personally known to me or who has produced TX DL, as identification.

  
(Signature of Notary)





CITY OF DECATUR  
 DEVELOPMENT SERVICES  
 DEPARTMENT  
 1601 S. STATE STREET  
 BUILDING C  
 DECATUR, TX 76234  
 (940) 393-0250  
 Planning@DecaturTx.org

## REQUEST FOR TEMPORARY CLOSING OF CITY STREETS

<b>***Request for Temporary Closing Form MUST be submitted to the the Development Services Department a minimum of sixty (60) days prior to the event***</b>	<b>DATE RECEIVED:</b>
--	-----------------------

Name of Event		One Nation Under God   America 250					
Applicant or Organization		Wise County Pastors Group [REDACTED]					
Address	[REDACTED]	City	Decatur	State	Texas	Zip	76234
Phone #'s	[REDACTED]	Email address		[REDACTED]			
Description of Event		County Wide Worship Service held on the Town Square					
Date of Event				Time of Event			
To	4/12	From	4/12	Begin	1700	End	1800
Has this event been held in the Past?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes – When <u>500</u>					
Proposed Road(s) to Close (Specific Locations – Include Map)		See Map					
Proposed Detour Route (Include alternative road and map)							
Additional Notes & Comments <b>Include ADA accessible route</b>							
Signature		[REDACTED]				3/10/2026	
		Type or Printed Name & Title				Date	

Office Use Only		
Decatur Police		
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Comment:
Signature	Type or Printed Name & Title	Date
Decatur Fire		
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Comment:
Signature	Type or Printed Name & Title	Date
Decatur Public Works / Engineering		
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Comment:
Signature	Type or Printed Name & Title	Date



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## SPECIAL EVENT FIRE SAFETY CHECKLIST

**Attention Event Permit Applicants & Participants:**

The following fire safety requirements shall apply to all special events in the City of Decatur.

- ✓ All tents and canopies under which any type of cooking or warming of food items is conducted will be required to have a fire-retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required; contact the Fire Marshal for details.
- ✓ Use of electrical or gas-powered equipment will be required to have a fire-retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required; contact the Fire Marshal for details.
- ✓ All vendors with electrical power, cooking or food warming, and any flammable hazards will be required to have a State-certified tagged portable fire extinguisher mounted within the vendor area. Class ABC requires minimum rating of 2A:10B:C (5lb); Cooking operations require Class K minimum rating of 6 Liter (1.5 gal).
- ✓ All vendors cooking with oils or grease-type products will need to have absorbent material for any spills (i.e., sand or kitty litter).
- ✓ Any cooking equipment shall be in good operational condition (LP tanks, hoses, generators, grills, and electrical appliances). All appliances shall be properly secured and out of egress pathways.
- ✓ Gasoline containers shall be approved types and shall not be stored under tents or in egress pathways.
- ✓ LP tanks shall be properly secured from any falling or tipping hazards and kept clear of egress pathways.
- ✓ Extension cords shall be heavy-duty outdoor use type. Cords shall not be spliced together or tied in knots. Extension cords shall be kept clear of standing water, and where they pass through pedestrian areas, shall be secured, as not to cause trip hazards.

The event coordinator shall provide a signed copy of this document to the Fire Department in acknowledgement and full understanding of the above-stated fire safety requirements that all event participants must abide by.

**AII VENDORS MUST ACKNOWLEDGE RECEIPT IN ORDER TO PARTICIPATE IN A CITY EVENT**

<b><i>By signing this form, the event coordinator ensures that all participants/vendors of the event have received a copy of these listed requirements and clearly understand each applicable requirement listed.</i></b>							
Name	[REDACTED]			Title	Organizer		
Address	0	City	Decatur	State	TX	Zip	76234
Phone #'s	[REDACTED]			Email address	[REDACTED]		
Event Name	One Nation	Event Date	4/12/2026	Event Time	5p	to	6p
Signature				Organization	Wise County Pastor Group		
Type or Printed Name & Title				Date			



**OFF-DUTY VENDOR CONTRACT – POLICE DEPARTMENT**

<b>PERMITTEE</b>							
Event Name		One Nation Under God		Organization		WC Pastor Group	
Name of Permittee/Vendor		[REDACTED]		Title		Organizer	
Address		[REDACTED]		City		Decatur	
State		Texas		Zip		76234	
Phone #'s		[REDACTED]		Email address		[REDACTED]	
<b>DATE(S) SERVICE IS NEEDED</b>							
Hours		From: 3:00		<input type="checkbox"/> AM <input checked="" type="checkbox"/> PM		TO: 7:00	
						<input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	
Number of Police Department personnel being requested				1 - 4 (based on standards)			
<b>ALL FEES WILL BE PAID PER THE CURRENT RATE FOR THE POLICE DEPARTMENT'S SECURITY FEE, AT THE TIME OF THE EVENT. PLEASE CONTACT EACH DEPARTMENT FOR THE CURRENT CITY'S CALCULATED RATE.</b>							
PAYMENTS WILL BE MADE AT THE TIME OF THE EVENT UNLESS OTHER ARRANGEMENTS HAVE BEEN MADE. THERE IS A FOUR (4) HOUR MINIMUM.							
Description of service to be provided			General Event Security				
Report to		Event Staff \ Mickey Tanner					
I, _____ as authorized representative of _____ (hereafter "Permittee") hereby acknowledge that I have read and understand the attached "Conditions of Permit" and that Permittee will abide by and be subject to these conditions in all respects if a permit is issued as a result of this application. In addition, the Decatur Police Department and its members will not be held liable for damages or injuries by Permittee that may be caused by a third party in connection with services provided under this permit.							
Signature Authorized Representative of Vendor				Date			
_____				3/10/20			
The above application for permit is hereby granted, and the above application together with the attached "Conditions of Permit" are hereby adopted, by reference, and are made part of and constitute terms and conditions of this permit.							
Expiration date of this permit							
Signature City Representative		Date		Permit Number			
_____		_____		_____			
<b>ALL PERMITS MUST BE OBTAINED 10 DAYS PRIOR TO THE EVENT DATE</b>							

## Off-Duty Vendor Contract CONDITIONS OF PERMIT

### Extra-Duty Law Enforcement/Security Related Services

The following are general conditions that the person/business requesting Extra-Duty Law Enforcement/Security:

1. If you require assistance with a scheduled detail after normal administrative hours (M-F 8:00 am-4:30 pm), contact must be made with the Operations Captain on duty by calling 940-393-0300.
2. Extra-Duty employment shall be suspended any time a conflict is found to exist, the employment interested with the member's primary duties as a law enforcement officer, is in violation of State or Federal law, or Office policy.
3. The rate charged for extra-duty law enforcement security-related services shall be a standardized hourly rate established by the City of Decatur Police Department, which shall include compensation of personnel, and any administrative costs to administer the program.
4. The person/business making the request for Extra-Duty law enforcement services may request a particular member to work the detail; however, the City of Decatur Police Department has final selection of all members who work extra-duty law enforcement details.
5. If no particular member is requesting to work the Extra-Duty law enforcement detail, the City of Decatur Police Department reserves the right to forward the contract to another law enforcement agency that can accommodate the request. The person/business holding the event will be billed at the rate of the other agency.
6. Payment will be made directly to the law enforcement officer at the time of the services rendered. Any exception for payment should be approved prior to getting a permit.
7. Cancellations of service by the Permittee (person/business requesting service) **MUST** be made during normal business hours (Monday through Friday, 7:30 a.m. to 4:00 p.m.) at least 2 full business days before the scheduled event. No cancellations will be accepted on weekends, holidays, or after 4:00 p.m. Notification of cancellations must be made via email to: [dcampbell@decaturtx.org](mailto:dcampbell@decaturtx.org). For the unforeseen issues after normal business hours, call our Communications Center at 940-393-0300. Failure to do so will result in the City of Decatur Police Department billing the permittee for four (4) hours minimum for administrative costs.
8. All permits must be obtained 10 days in advance. In emergency situations, exceptions may be made by the program administrator.

I have read, understand, and agree to the above-listed conditions.

3/10/20

\_\_\_\_\_  
Signature of Permittee/Vendor/Employer Requesting Extra Duty Detail

\_\_\_\_\_  
Date



**J.D. Clark**  
Wise County Judge

February 17, 2026

To the Wise County Community:

This year, citizens and communities across our nation are joining together to celebrate *America 250*, the 250<sup>th</sup> birthday of the United States of America. Events will range from large-scale national celebrations to local gatherings and commemorations.

In Wise County, one of our opportunities to celebrate this milestone event is **One Nation Under God- America 250**, a Wise County united worship and gospel celebration on the Courthouse Square. This special event will be at **5pm on Sunday, April 12**, and is being organized hosted by churches from across Wise County.

This promises to be an incredible community event as we come together to celebrate the founding of our Nation, the freedom to worship, and the blessings of God upon America.

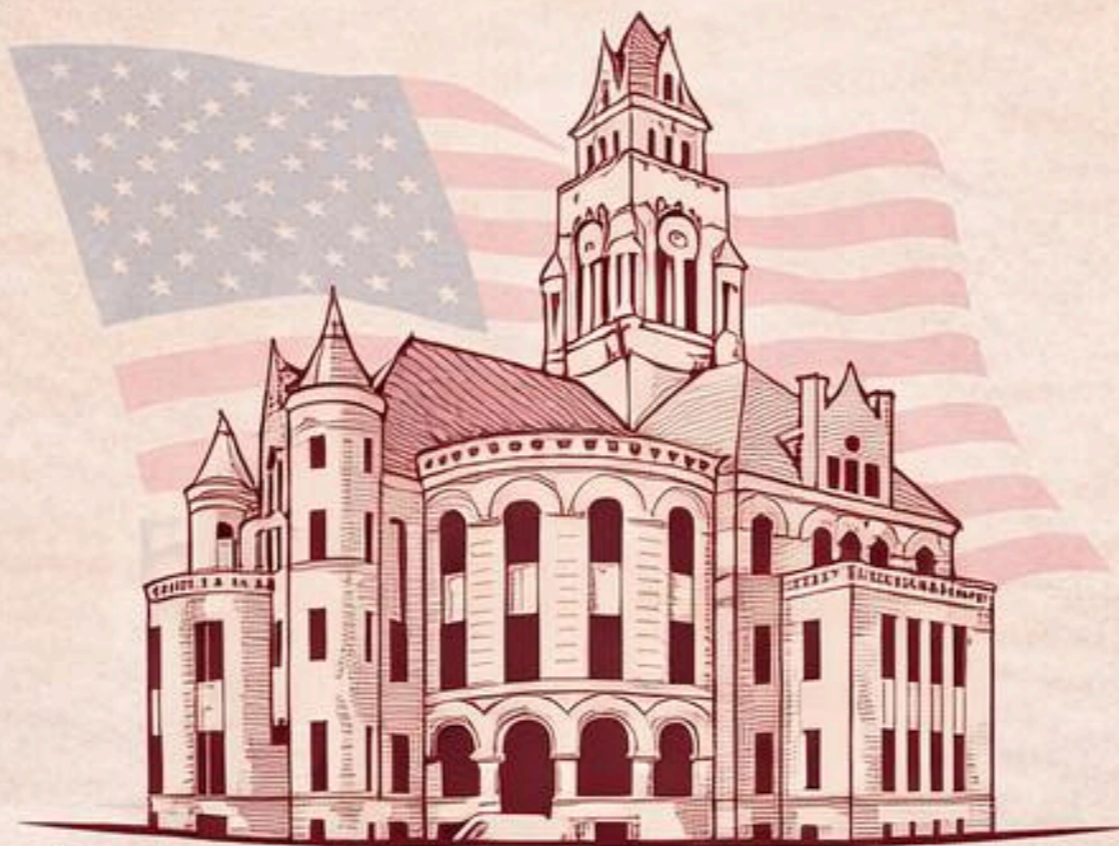
I look forward to sharing this time with friends and neighbors from across Wise County, and I encourage you to help invite others to join us.

In service,

A handwritten signature in blue ink, appearing to read "J.D. Clark".

J.D. Clark  
Wise County Judge

Wise County Churches Present:  
**ONE NATION UNDER GOD!**



AMERICA  
**250**  
WISE COUNTY, TEXAS

**A HISTORIC COUNTYWIDE GATHERING  
OF CHURCHES CELEBRATING  
250 YEARS OF FREEDOM TO WORSHIP  
SUNDAY • APRIL 12, 2026 • 5:00 PM  
DECATUR SQUARE  
WISE COUNTY COURTHOUSE**

A United Sound of Worship From  
Across Wise County

*Rick Green shares the  
Good News reflecting on  
America's godly heritage!*

Learn more visit:  
**OneWiseUnderGod.com**



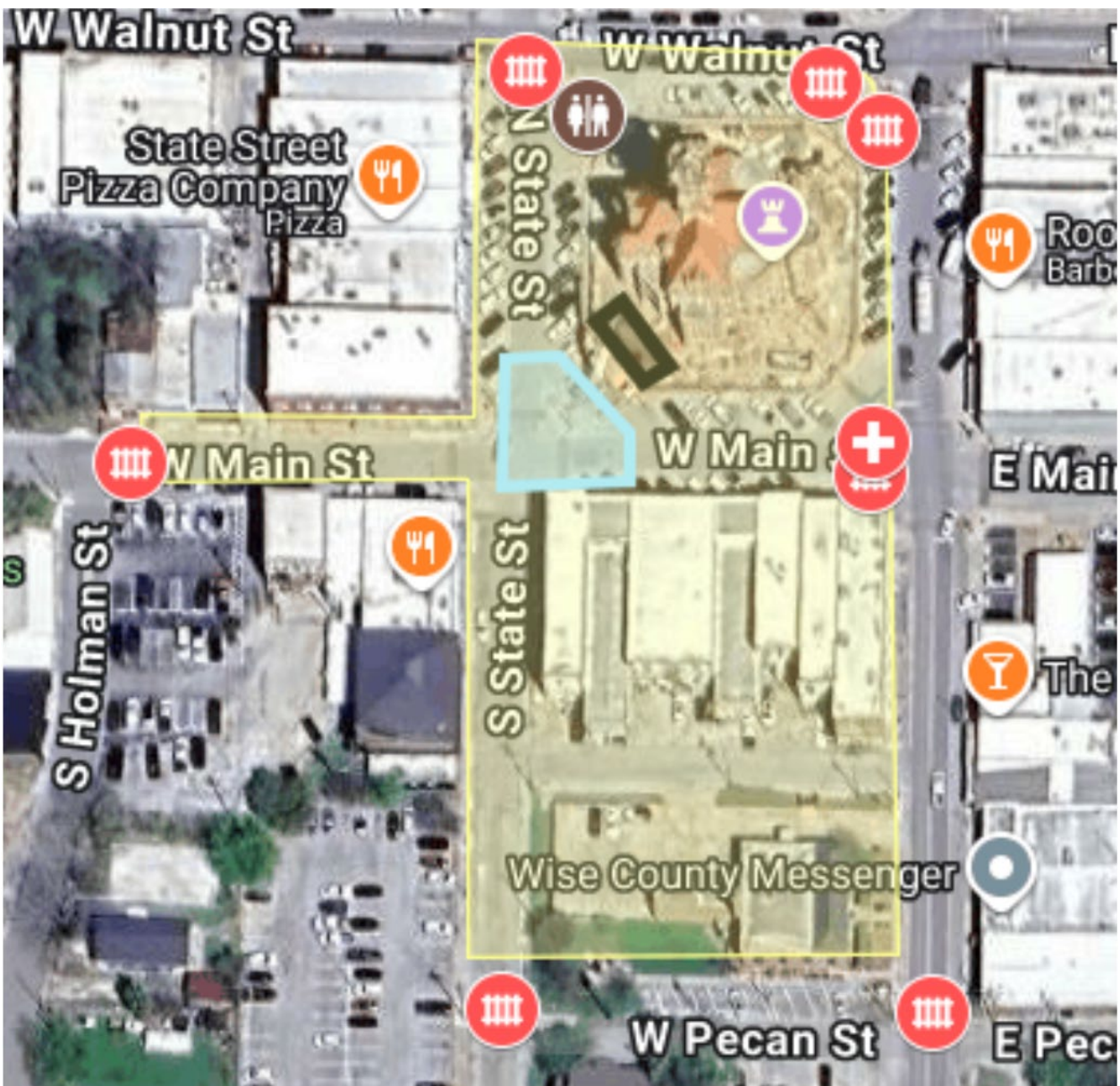
## Request for Temporary Closing of City Streets

Event Date: April 12, 2026

Closure time: Daybreak to 8pm

Request to close the following streets at daybreak on the day of the event:

- State from Walnut to Pecan
- Main from Trinity to Holman



### **Parking & Shuttle Service Statement**

Grace Baptist Church has committed to providing shuttle service for the event. Shuttle operations will run between **600 S. Trinity Street** and the vicinity of **Pecan Street near the Decatur Chamber of Commerce office**, ensuring attendees have safe and efficient access to the event area.

All shuttle activities will be coordinated in alignment with City expectations, traffic control plans, and any additional requirements identified through the permit review process.

### **Note**

The Methodist Church (104 S. Miller) has also offered their parking lots to anyone in need.

### **Law Enforcement \ Security Staffing Statement**

Event organizers acknowledge the standard guideline of one law enforcement officer per 1,000 attendees and are committed to meeting all staffing requirements as determined appropriately by the Police Department.

Organizers further note that there have been preliminary conversations with officers from other agencies who may volunteer their time and expertise to supplement on-site security.

All such participation will be coordinated in alignment with City expectations and approval processes.

## **Request to Fire Departments**

2026 March 10

Good Morning, Chiefs Bennett and Nokes,

I'm reaching out on behalf of Mrs. Mickey Tanner (copied here) with Wise County Pastors Group, who is helping coordinate several of the upcoming events connected to the America 250 celebrations. She has been working closely with community partners to ensure these milestone events reflect the unity, history, and character of Wise County.

As part of the planning for the April 12 "One Nation Under God" worship gathering, organizers asked that I visit with you regarding the possibility of the Decatur and Bridgeport Fire Departments displaying a flag—or multiple flags—as your teams did during the courthouse event. That aerial display created a powerful moment of respect and community pride, and it would add tremendous meaning to this celebration as well.

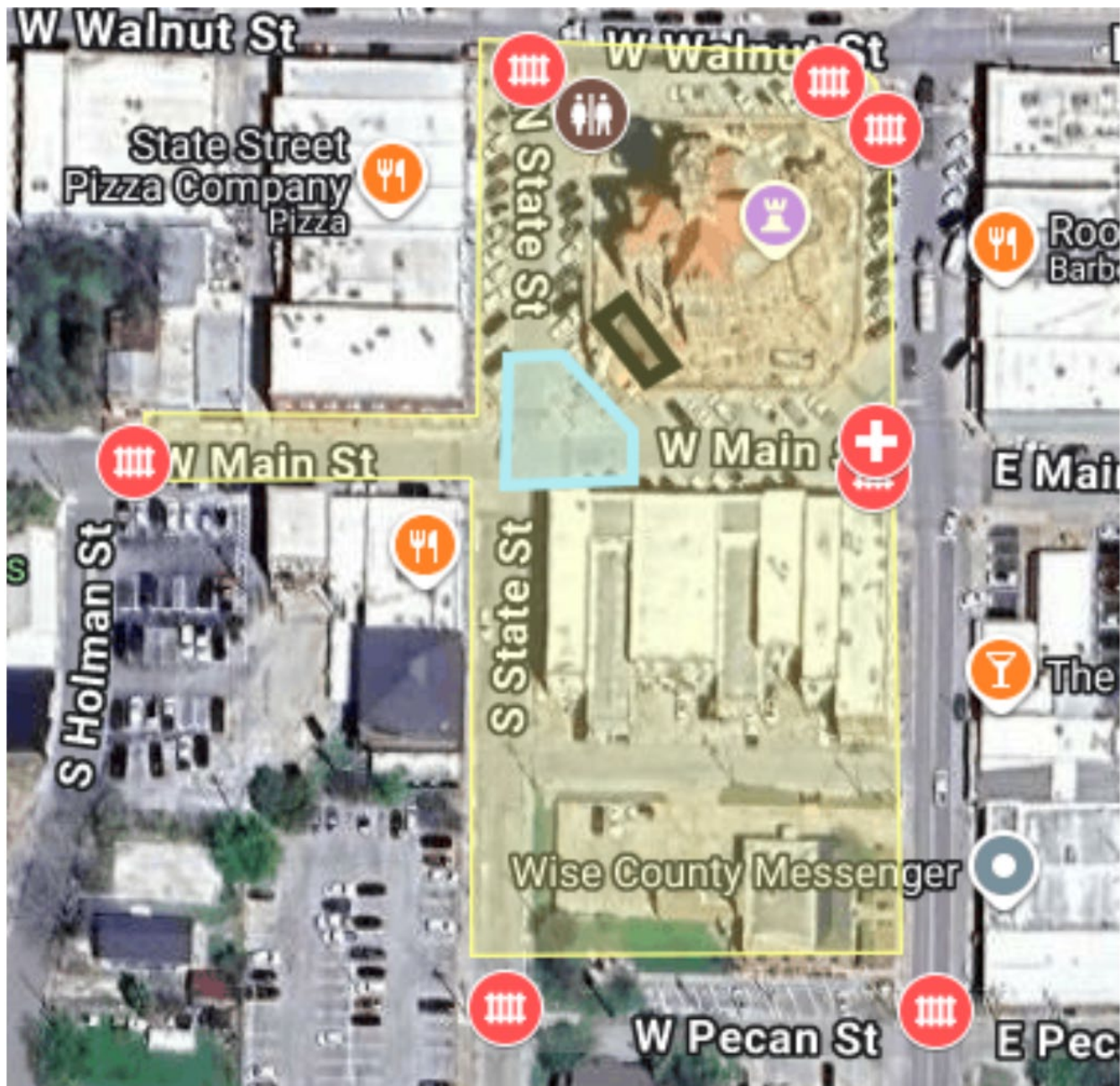
The event is scheduled for April 12, with setup beginning as early as 2:00 p.m., and we would be grateful to know whether your departments might be available to support in this way. If there are logistical considerations, equipment limitations, or timing constraints we should plan around, we're more than willing to adjust accordingly.

Deroy, you will see this event moving through our approval process shortly. Actual event start time is 5pm.

Let me know if you can commit. Thank you both for your continued leadership and for the way your departments consistently show up for this community. Your partnership makes a real and lasting difference.

## Event Organizer Notes

- Restroom Trailer at State and Walnut inside Barricaded Area
- Portable Restrooms at Main and Trinity inside Barricaded Area
- Blue Diamond represents crowd area
- Black box represents the stage
- Fire Apparatus Requested on State and Main with flags displayed
- Off Site Parking at Methodist Church, Grace Baptist Church and per the Main Street Map.





CITY OF DECATUR  
 DEVELOPMENT SERVICES DEPARTMENT  
 1601 S. STATE STREET  
 BUILDING C  
 DECATUR, TX 76234  
 (940) 393-0250  
[planning@decaturtx.org](mailto:planning@decaturtx.org)

**EVENT PERMIT APPLICATION**

IMPORTANT: Applications for event permits must be submitted for processing at **least sixty (60) days prior** to the event. The following information is required for all event permits issued by the City of Decatur. Please be aware that approval does not exempt the applicant from any County, State, or Federal criteria that may apply to such event or activity. Non-refundable application fee shall be paid at the time of application, or the application will be returned. Rental fees and contract personnel fees will be paid upon approval of the event request. All questions must be answered. Incomplete applications will be rejected. Signature must be notarized, or the application will be rejected. For further information, contact the Development Services Department.

**EVENTS REQUESTING TO CLOSE STREETS OR SIDEWALKS REQUIRE SPECIAL COUNCIL APPROVAL UNLESS OTHERWISE AUTHORIZED.**

DATE RECEIVED:		PERMIT NO:	
Application Fee: \$50.00 (DUE AT TIME OF APPLICATION)		DRC DATE:	
Name of Event	Cruise Nights on the Courthouse Square		
Applicant or Organization	Decatur Main Street		
Event Date(s)	May 2 & Sept. 5		
Type: If the event is a joint venture between a not-for-profit organization and a for-profit company, the rental rates will be charged at the for-profit rate. Attach a copy of the non-profit status with IRS certification or a copy of the State of Texas tax exemption certificate. <input type="checkbox"/> For profit <input checked="" type="checkbox"/> Not-for-profit (type _____, provide IRS certification) <input type="checkbox"/> Joint Event			
Name of Responsible Party	[Redacted]		Title: Mgr.
Address	106 S. Trinity	City	Decatur
		State	Tx
		Zip	76234
Phone #'s	[Redacted]		Email address [Redacted]
Description of Event	Vintage & Classic Car Show around the Courthouse		

<b>Event Location:</b>							
Indicate all areas intended to be used. Site plan is required at the time of application submittal, including location(s) of any signage, and/or parade/race route, as applicable. Site plan shall indicate the areas to be used for parking, location of portable toilets, and trash containers/dumpsters, as well as the layout of the event. In addition, an accessible route site plan is required.							
<b>Event Location Address</b>			<b>Property Owner</b>			<b>Letter of Authorization Provided</b>	
101 N. Trinity			City Streets			YES	
						NO	
<b>Set up Time</b>			<b>Event Time</b>			<b>Clean Up Time</b>	
From	To	Date	From	To	Date	From	To
2pm		5-22-26	3pm Registration			8pm	
		9-5-26					
<p>Has this event been held in the past? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes When annually 1st Saturday  Number of attendees 5-500</p> <p>Anticipated crowd size for this event? 100 vehicles Peak Hours 6-8 pm</p> <p>Will there be a charge for parking? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - Amount charged? \$15 per vehicle</p> <p>Will off-site parking be available? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>Will any type of "shuttle" service from the parking to the entrance be provided? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - By whom? _____</p> <p>Will there be amplified music or entertainment? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes D.J. only</p> <p>Will any street(s) or sidewalk(s) be closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes streets closed for pedestrians only</p> <p>Has the traffic control plan been submitted, if applicable? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>Has a public safety plan been submitted, if applicable? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>Are off-premises directional signs or other types of advertising devices being requested? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>Will tents or canopies be used? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - How many? ____ . What size(s)? ____ .</p> <p>Will alcoholic beverages be sold or consumed on the premises? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - Alcoholic Beverage Permit Holder _____</p> <p>Are fireworks planned? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>Does the applicant own the property where the event is to be held? <input type="checkbox"/> No - provide a letter of authorization from the property owner. <input checked="" type="checkbox"/> Yes city streets</p> <p>Attached copies of the letter(s) that were supplied to all adjacent property owners. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>							

Will private security be provided to protect exhibits, equipment, or facilities brought on-site for this event?	<del>No</del> Yes - Name of Security Company _____.
Will food be sold, sampled, cooked, and/or catered on-site for this event?	No Yes - Do you have the Health Dept. Permit? No Yes
Will temporary sanitary facilities be provided?*	No Yes
*Portable sanitary facilities and hand-washing stations are <b>REQUIRED</b> for <b>ANY</b> event serving/selling food and/or beverages.	
Will disposable cardboard trash receptacles be provided?	No Yes
Will additional refuse containers/dumpsters be provided? (If serving food, a dumpster is required)	<del>No</del> Yes - By Whom? _____.
Are live animals proposed to be part of this event?	<del>No</del> Yes - Type? _____, How Many? _____.
Are vehicles proposed to be part of this event?	No Yes - Type? <u>Vintage</u> , How Many? <u>100-125</u>
Will City of Decatur Personnel be requested?	Police - No <del>Yes</del> Fire - No <del>Yes</del> Public Works - <del>No</del> Yes
Events on City Property. Please provide the City of Decatur with a Certificate of Insurance for Property and Liability coverage of the event, naming the City as additional insured. Combined Single Limit for Bodily Injury liability having minimum limits of \$1,000,000.00 per occurrence, and Property Damage liability of \$500,000.00. Insurance certificates must be provided prior to permit approval.	Do you have the appropriate insurance? No <del>Yes</del> Is the City named as additional insured? No Yes
Does this event require the use of City water?	No Yes
Does this event require the use of electricity?	No <del>Yes</del>
Telephone service shall be available on-site at the event for emergency purposes. List the name of the contact person responsible on the day of the event.	Name: Title: Phone:

During a review by various City Departments, additional conditions may be imposed. The permit is valid only for the time indicated on the ISSUED permit. In the event that the applicant fails to fulfill the requirement(s) (as outlined in the permit) or fails to obtain proper authorization to proceed, if conditions have changed, including but not limited to acts of God, pandemics, natural disasters, etc., or the expected outcomes, impacts, or conditions are substantially altered, then the permit will be voided immediately by authorized City Personnel.

I, the undersigned, will indemnify, defend, and hold harmless the City of Decatur, its agents, employees, officers, and all other associates, from and against all actions, in law or equity, from liability or claims for damages, demands, or judgements to any person or property which may result now or in the future from the conduct of this event.

The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

**NOTORIAL CERTIFICATE - ACKNOWLEDGEMENT**

[Redacted Name and Title]

Type or Printed Name & Title

Decatur Main Street

Organization

3-4-26

Date

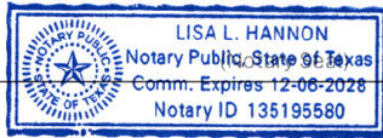
State of Texas

County of Wise

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this day of March 4, 2026, by [Redacted Name]

who is personally known to me or who has produced N/A, as identification.

Lisa L. Hannon  
(Signature of Notary)



**REQUEST FOR TEMPORARY CLOSING OF CITY STREETS**

\*\*\*Request for Temporary Closing Form MUST be submitted to the the Development Services Department a minimum of sixty (60) days prior to the event\*\*\*

DATE RECEIVED: \_\_\_\_\_

Name of Event		Cruise Nights on the Courthouse Square					
Applicant or Organization		Decatur Main Street					
Address	106 S. Trinity	City	Decatur	State	Tx	Zip	76224
Phone #'s	[REDACTED]		Email address	[REDACTED]			
Description of Event		Vintage & Classic Car Show around the Courthouse.					
Date of Event			Time of Event				
To	May 2	From		Begin	2pm	End	8pm
Has this event been held in the Past?		<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - When <u>Annually - 1st Sat of May</u>					
Proposed Road(s) to Close (Specific Locations - Include Map)		see list & map					
Proposed Detour Route (Include alternative road and map)		Additional Detour Signage @ Primos/51: #wheelnet & Road frontage for 51N@Braums					
Additional Notes & Comments Include ADA accessible route							
Signature		Margarita Frieda Lasater			3-4-26		
		Type or Printed Name & Title			Date		

Office Use Only		
Decatur Police		
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Comment: _____
Signature _____	Type or Printed Name & Title _____	Date _____
Decatur Fire		
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Comment: _____
Signature _____	Type or Printed Name & Title _____	Date _____
Decatur Public Works / Engineering		
<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Comment: _____
Signature _____	Type or Printed Name & Title _____	Date _____



CITY OF DECATUR  
 DEVELOPMENT SERVICES DEPARTMENT  
 1601 S. STATE STREET  
 BUILDING C  
 DECATUR, TX 76234  
 (940) 393-0250  
[planning@decaturtx.org](mailto:planning@decaturtx.org)

## SPECIAL EVENT FIRE SAFETY CHECKLIST

**Attention Event Permit Applicants & Participants:**

The following fire safety requirements shall apply to all special events in the City of Decatur.

- ✓ All tents and canopies under which any type of cooking or warming of food items is conducted will be required to have a fire-retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required; contact the Fire Marshal for details.
- ✓ Use of electrical or gas-powered equipment will be required to have a fire-retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required; contact the Fire Marshal for details.
- ✓ All vendors with electrical power, cooking or food warming, and any flammable hazards will be required to have a State-certified tagged portable fire extinguisher mounted within the vendor area. Class ABC requires minimum rating of 2A:10B:C (5lb); Cooking operations require Class K minimum rating of 6 Liter (1.5 gal).
- ✓ All vendors cooking with oils or grease-type products will need to have absorbent material for any spills (i.e., sand or kitty litter).
- ✓ Any cooking equipment shall be in good operational condition (LP tanks, hoses, generators, grills, and electrical appliances). All appliances shall be properly secured and out of egress pathways.
- ✓ Gasoline containers shall be approved types and shall not be stored under tents or in egress pathways.
- ✓ LP tanks shall be properly secured from any falling or tipping hazards and kept clear of egress pathways.
- ✓ Extension cords shall be heavy-duty outdoor use type. Cords shall not be spliced together or tied in knots. Extension cords shall be kept clear of standing water, and where they pass through pedestrian areas, shall be secured, as not to cause trip hazards.

The event coordinator shall provide a signed copy of this document to the Fire Department in acknowledgement and full understanding of the above-stated fire safety requirements that all event participants must abide by.

**ALL VENDORS MUST ACKNOWLEDGE RECEIPT IN ORDER TO PARTICIPATE IN A CITY EVENT**

<b><i>By signing this form, the event coordinator ensures that all participants/vendors of the event have received a copy of these listed requirements and clearly understand each applicable requirement listed.</i></b>							
Name					Title		
Address				City		State	Zip
Phone #'s				Email address			
Event Name				Event Date		Event Time	_____ to _____
Signature _____				Organization _____			
Type or Printed Name & Title _____				Date _____			



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Cruise Nights on the Courthouse Square events are scheduled for the first Saturday of the month, May 2 and September 5 2026. Each event is held downtown around the base of the Wise County Courthouse from 2-8 pm in the 100 block of State Street, Main Street, Trinity Street/FM 730 N and Walnut Street/US287.

Decatur Main Street requests the following closures from 2pm until the conclusion of the event.

State Street from Walnut Street on the north end to Pecan Street on the south end.

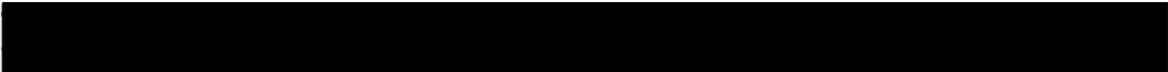
Main Street from Holman Street on the west end to Market Street on the east end.

Trinity Street/FM 730 N from Walnut Street/287 on the north end to Pecan Street on the south end.

Walnut Street/287 from State Street on the west end to Trinity Street on the east end.

The event brings 80-125 classic vehicles to the square each month. Attendance from the public is expected to be between 300-500 each month.

The Decatur Main Street program will provide volunteers to man barricades and help as needed with traffic control. Barricades for the event are provided by the city of Decatur Streets department and buyers barricades.





CITY OF DECATUR

DEVELOPMENT SERVICES DEPARTMENT  
 1601 S. STATE STREET  
 BUILDING C  
 DECATUR, TX 76234  
 (940) 393-0250  
[planning@decaturtx.org](mailto:planning@decaturtx.org)

EVENT PERMIT APPLICATION

IMPORTANT: Applications for event permits must be submitted for processing at **least sixty (60) days prior** to the event. The following information is required for all event permits issued by the City of Decatur. Please be aware that approval does not exempt the applicant from any County, State, or Federal criteria that may apply to such event or activity. Non-refundable application fee shall be paid at the time of application, or the application will be returned. Rental fees and contract personnel fees will be paid upon approval of the event request. All questions must be answered. Incomplete applications will be rejected. Signature must be notarized, or the application will be rejected. For further information, contact the Development Services Department.

**EVENTS REQUESTING TO CLOSE STREETS OR SIDEWALKS REQUIRE SPECIAL COUNCIL APPROVAL UNLESS OTHERWISE AUTHORIZED.**

<b>DATE RECEIVED:</b> 3/4/2026		<b>PERMIT NO:</b> EV-26-0008	
<b>Application Fee: \$50.00 (DUE AT TIME OF APPLICATION)</b>		<b>DRC DATE:</b>	
<b>Name of Event</b>	USA 250 County Wide Event		
<b>Applicant or Organization</b>	[REDACTED]		
<b>Event Date(s)</b>	9/12/26		
Type: If the event is a joint venture between a not-for-profit organization and a for-profit company, the rental rates will be charged at the for-profit rate. Attach a copy of the non-profit status with IRS certification or a copy of the State of Texas tax exemption certificate. <input type="checkbox"/> For profit <input checked="" type="checkbox"/> Not-for-profit (type _____, provide IRS certification) <input checked="" type="checkbox"/> Joint Event			
<b>Name of Responsible Party</b>	[REDACTED]	<b>Title</b>	Executive Director
<b>Address</b>	[REDACTED]	<b>City</b>	Decatur
<b>Phone #'s</b>		<b>State</b>	
<b>Description of Event</b>	Parade- Ford Trucks- Kids Zone Street Dance		

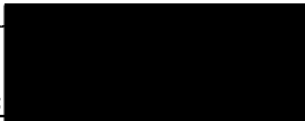
**Event Location:**

Indicate all areas intended to be used. Site plan is required at the time of application submittal, including location(s) of any signage, and/or parade/race route, as applicable. Site plan shall indicate the areas to be used for parking, location of portable toilets, and trash containers/dumpsters, as well as the layout of the event. In addition, an accessible route site plan is required.

<b>Event Location Address</b> Downtown Decatur	<b>Property Owner</b> City of Decatur	<b>Letter of Authorization Provided</b> YES <input checked="" type="radio"/> NO
---	--	---

Set up Time			Event Time			Clean Up Time	
From	To	Date	From	To	Date	From	To
11am	2pm	9/12	2pm	10pm	9/12	10pm	

Has this event been held in the past?	<input checked="" type="radio"/> No Yes - When _____ Number of attendees _____
Anticipated crowd size for this event?	_____ Peak Hours _____
Will there be a charge for parking?	<input checked="" type="radio"/> No Yes - Amount charged? _____
Will off-site parking be available?	No <input checked="" type="radio"/> Yes
Will any type of "shuttle" service from the parking to the entrance be provided?	<input checked="" type="radio"/> No Yes - By whom? _____
Will there be amplified music or entertainment?	No <input checked="" type="radio"/> Yes
Will any street(s) or sidewalk(s) be closed?	No <input checked="" type="radio"/> Yes City Streets - See map
Has the traffic control plan been submitted, if applicable?	No <input checked="" type="radio"/> Yes
Has a public safety plan been submitted, if applicable?	No <input checked="" type="radio"/> Yes
Are off-premises directional signs or other types of advertising devices being requested?	No <input checked="" type="radio"/> Yes Will have signs at <sup>area</sup> Prince & Braums area
Will tents or canopies be used?	<input checked="" type="radio"/> No Yes - How many? _____ What size(s)? _____
Will alcoholic beverages be sold or consumed on the premises?	No <input checked="" type="radio"/> Yes BVOB Alcoholic Beverage Permit Holder _____
Are fireworks planned?	<input checked="" type="radio"/> No Yes
Does the applicant own the property where the event is to be held?	No - provide a letter of authorization from the property owner. <input checked="" type="radio"/> Yes
Attached copies of the letter(s) that were supplied to all adjacent property owners.	Yes No

Will private security be provided to protect exhibits, equipment, or facilities brought on-site for this event?	<input checked="" type="radio"/> No Yes - Name of Security Company _____
Will food be sold, sampled, cooked, and/or catered on-site for this event?	No Yes - Do you have the Health Dept. Permit? No <input checked="" type="radio"/> Yes <i>Food Truck</i>
Will temporary sanitary facilities be provided?*	No Yes <input checked="" type="radio"/>
*Portable sanitary facilities and hand-washing stations are <b>REQUIRED</b> for <b>ANY</b> event serving/selling food and/or beverages.	
Will disposable cardboard trash receptacles be provided?	<input checked="" type="radio"/> No Yes
Will additional refuse containers/dumpsters be provided? (If serving food, a dumpster is required)	No Yes <input checked="" type="radio"/> - By Whom? _____
Are live animals proposed to be part of this event?	<input checked="" type="radio"/> No Yes - Type? _____ . How Many? _____
Are vehicles proposed to be part of this event?	<input checked="" type="radio"/> No Yes - Type? _____ . How Many? _____
Will City of Decatur Personnel be requested?	Police - No <input checked="" type="radio"/> Fire - No <input checked="" type="radio"/> Public Works - No <input checked="" type="radio"/>
Events on City Property. Please provide the City of Decatur with a Certificate of Insurance for Property and Liability coverage of the event, naming the City as additional insured. Combined Single Limit for Bodily Injury liability having minimum limits of \$1,000,000.00 per occurrence, and Property Damage liability of \$500,000.00. Insurance certificates must be provided prior to permit approval.	Do you have the appropriate insurance? No <input checked="" type="radio"/> Is the City named as additional insured? No <input checked="" type="radio"/> <i>Policy can be issued to the chamber in July</i>
Does this event require the use of City water?	<input checked="" type="radio"/> No Yes
Does this event require the use of electricity?	<input checked="" type="radio"/> No Yes
Telephone service shall be available on-site at the event for emergency purposes. List the name of the contact person responsible on the day of the event.	Name:  Title: Phone:

During a review by various City Departments, additional conditions may be imposed. The permit is valid only for the time indicated on the ISSUED permit. In the event that the applicant fails to fulfill the requirement(s) (as outlined in the permit) or fails to obtain proper authorization to proceed, if conditions have changed, including but not limited to acts of God, pandemics, natural disasters, etc., or the expected outcomes, impacts, or conditions are substantially altered, then the permit will be voided immediately by authorized City Personnel.

I, the undersigned, will indemnify, defend, and hold harmless the City of Decatur, its agents, employees, officers, and all other associates, from and against all actions, in law or equity, from liability or claims for damages, demands, or judgements to any person or property which may result now or in the future from the conduct of this event.

The undersigned has read and voluntarily signed the release and waiver of liability and Indemnity Agreement, and further agrees that no oral representations, statements, or inducements apart from the foregoing written agreement have been made.

ACKNOWLEDGEMENT



Decatur Chamber

Organization

3/4/26

Date

Type of Printed Name & Title

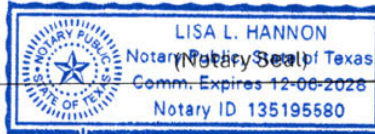
State of Texas

County of Wise

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this day of March 4, 2026, by

who is personally known to me or who has produced N/A, as identification.

Lisa L. Hannon  
(Signature of Notary)





CITY OF DECATUR  
 DEVELOPMENT SERVICES  
 DEPARTMENT  
 1601 S. STATE STREET  
 BUILDING C  
 DECATUR, TX 76234  
 (940) 393-0250  
 Planning@DecaturTx.org

REQUEST FOR TEMPORARY CLOSING OF CITY STREETS

\*\*\*Request for Temporary Closing Form MUST be submitted to the the Development Services Department a minimum of sixty (60) days prior to the event\*\*\* DATE RECEIVED:

Name of Event		USA 250 County Wide Event					
Applicant or Organization		[REDACTED]					
Address	[REDACTED]	City	Decatur	State	Tx	Zip	76234
Phone #s	[REDACTED]	[REDACTED]	Email address	[REDACTED]			
Description of Event	Parade, Kids Zone, Street Dance, Food Truck						
Date of Event			Time of Event				
To	See map E	From	West	Begin		End	
Has this event been held in the Past?		<input type="checkbox"/> No <input type="checkbox"/> Yes - When _____					
Proposed Road(s) to Close (Specific Locations - Include Map)		See map					
Proposed Detour Route (Include alternative road and map)							
Additional Notes & Comments Include ADA accessible route							
<u>Misty Berry</u> Signature		<u>Executive Director</u> Type or Printed Name & Title			<u>3/4/16</u> Date		

Office Use Only		
Decatur Police	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Comment:
Signature	Type or Printed Name & Title	Date
Decatur Fire	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Comment:
Signature	Type or Printed Name & Title	Date
Decatur Public Works / Engineering	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Comment:
Signature	Type or Printed Name & Title	Date



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## SPECIAL EVENT FIRE SAFETY CHECKLIST

**Attention Event Permit Applicants & Participants:**

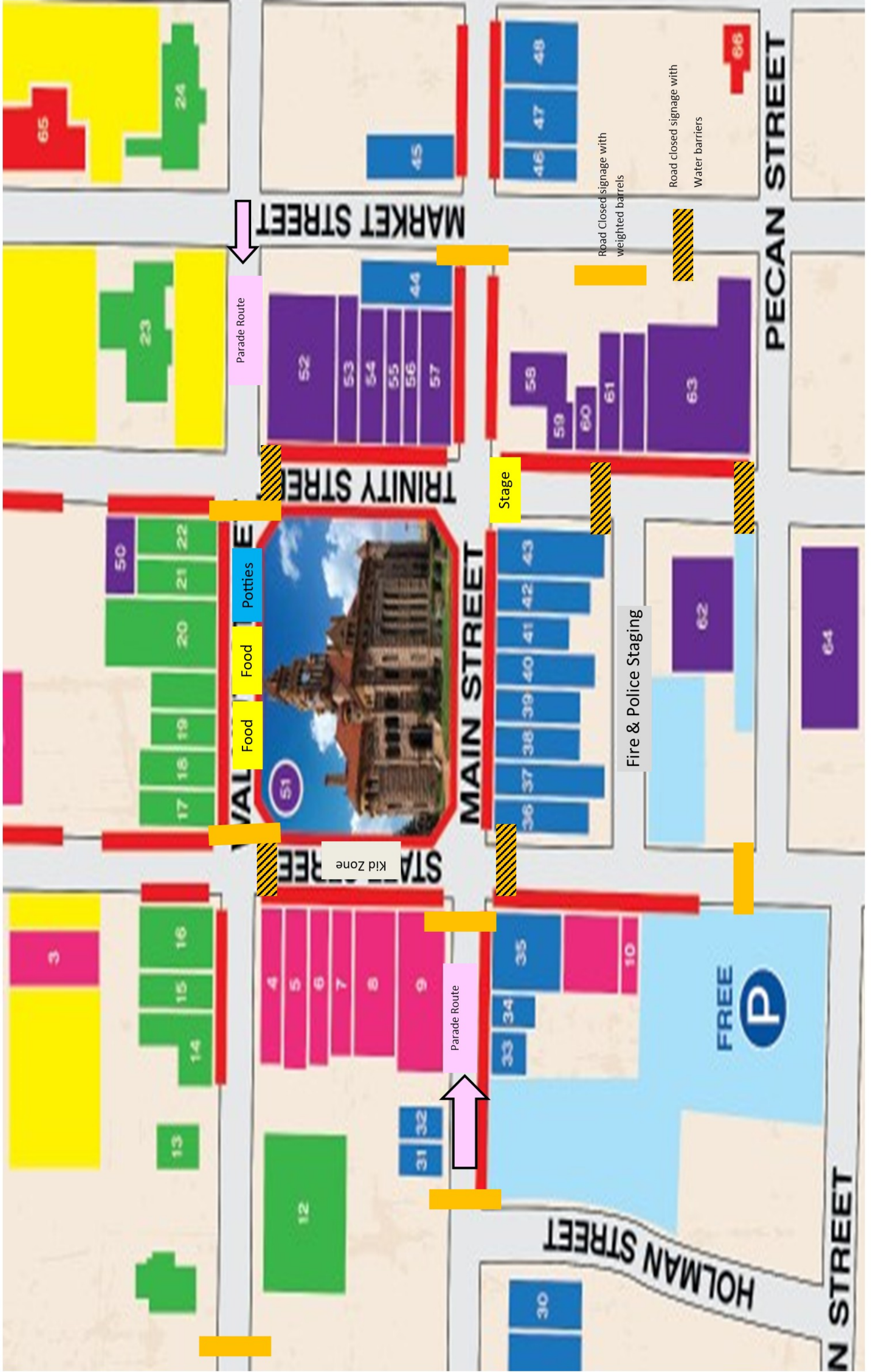
The following fire safety requirements shall apply to all special events in the City of Decatur.

- ✓ All tents and canopies under which any type of cooking or warming of food items is conducted will be required to have a fire-retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required; contact the Fire Marshal for details.
- ✓ Use of electrical or gas-powered equipment will be required to have a fire-retardant certification on the canvas or be separated from other structures and tents by 10' (foot) spacing. Permits may be required; contact the Fire Marshal for details.
- ✓ All vendors with electrical power, cooking or food warming, and any flammable hazards will be required to have a State-certified tagged portable fire extinguisher mounted within the vendor area. Class ABC requires minimum rating of 2A:10B:C (5lb); Cooking operations require Class K minimum rating of 6 Liter (1.5 gal).
- ✓ All vendors cooking with oils or grease-type products will need to have absorbent material for any spills (i.e., sand or kitty litter).
- ✓ Any cooking equipment shall be in good operational condition (LP tanks, hoses, generators, grills, and electrical appliances). All appliances shall be properly secured and out of egress pathways.
- ✓ Gasoline containers shall be approved types and shall not be stored under tents or in egress pathways.
- ✓ LP tanks shall be properly secured from any falling or tipping hazards and kept clear of egress pathways.
- ✓ Extension cords shall be heavy-duty outdoor use type. Cords shall not be spliced together or tied in knots. Extension cords shall be kept clear of standing water, and where they pass through pedestrian areas, shall be secured, as not to cause trip hazards.

The event coordinator shall provide a signed copy of this document to the Fire Department in acknowledgement and full understanding of the above-stated fire safety requirements that all event participants must abide by.

**ALL VENDORS MUST ACKNOWLEDGE RECEIPT IN ORDER TO PARTICIPATE IN A CITY EVENT**

<b><i>By signing this form, the event coordinator ensures that all participants/vendors of the event have received a copy of these listed requirements and clearly understand each applicable requirement listed.</i></b>								
Name					Title			
Address				City			State	Zip
Phone #'s				Email address				
Event Name				Event Date			Event Time	_____ to _____
Signature _____				Organization _____				
Type or Printed Name & Title _____				Date _____				





On Saturday, September 12<sup>th</sup> the Decatur Chamber of Commerce will host the 250 American County Wide Parade.

To accommodate the number of people expected, we request to close the appropriate streets in accordance with the following schedule.

**10pm (Friday, September 11th)** Close interior parking spaces around the courthouse on Walnut, State, Trinity & Main Street.

**2:00pm-6:00 pm (Saturday, September 12)**


Additional Street Closings:

To increase safety of our parade participants and spectators we are requesting permission to block parking spaces on Walnut and Main Street on the business side of the street beginning at **2:00 p.m.** Spectators will be asked to stand behind barricades during the parade. These areas will reopen following the parade.

Parade Schedule- Parade participants will line up at Eagle Stadium. The parade will head West on Walnut Street, left on Lane Street, and then turn left on Main. We would like to have the closings begin at 4:30 p.m. The parade will begin at 5:00 p.m.

We would also request to close Embry Street leading into Eagle Stadium beginning at 2:30 p.m.

Thank you for your time and consideration of this event.

  
Decatur Chamber of Commerce