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## City Council Special Called Meeting Agenda

5:30 p.m.

September 1, 2016

300 West Cotton Street

Jo Ann Metcalf Municipal Building

City Hall Council Chamber

**I. Call to Order**

**II. Citizen Comment**

**III. Budget Items**

- A. **PUBLIC HEARING ON PROPOSED BUDGET.** A public hearing will be held to consider the proposed Fiscal Year 2016 – 2017 Budget – Angela Coen, Director of Finance. **THIS ITEM REQUIRES A PUBLIC HEARING.** [Page 2](#)
- B. Consider an Ordinance adopting the Fiscal Year 2016 – 2017 Annual Operating Budget and appropriating said funds – Angela Coen, Director of Finance. [Pages 3 - 10](#)
- C. Consider a motion to ratify the property tax increase reflected in the Fiscal Year 2016 – 2017 Budget – Angela Coen, Director of Finance.
- D. **PUBLIC HEARING ON PROPOSED TAX RATE.** A public hearing will be held to consider the proposed Fiscal Year 2016 - 2017 Tax Rate (the City Council will vote on the tax rate on Thursday, September 8, 2016, at 5:30 PM in the City Hall Council Chambers at 300 W. Cotton Street, Longview, Texas) – Angela Coen, Director of Finance. **THIS ITEM REQUIRES A PUBLIC HEARING.** [Page 11](#)
- E. Consider a Resolution establishing city fees and charges for the Fiscal Year 2016 - 2017 – Angela Coen, Director of Finance. [Pages 12 - 107](#)

**IV. Adjourn**

Any final action, decision, or vote on a matter deliberated in a closed meeting will only be taken in an open meeting that is held in compliance with Texas Government Code, Chapter 551. The City Council reserves the right to adjourn into a closed meeting or executive session as authorized by Texas Government Code, Sections 551.001, et seq. (the Texas Open Meetings Act) on any item on its open meeting agenda in accordance with the Texas Open Meetings Act, including, without limitation Sections 551.071-551.088 of the Texas Open Meetings Act. The City Council may consider a vote to excuse the absence of any City Council Member for absence from this meeting or for absence from any previous City Council meeting. **Persons with disabilities who plan to attend this meeting that need auxiliary aid / services contact the City Secretary's Office at 903.237.1080 at least two days prior so appropriate arrangements can be made. Para ayuda en español, por favor llame al 903.237.1000.**

## **ADOPTION OF THE 2016 - 2017 BUDGET**

**DESCRIPTION:** In accordance with the Texas Government Code and the city charter, the budget is being submitted for City Council approval.

**RECOMMENDED ACTION:** Approval of the Ordinance to adopt the Fiscal Year 2016 - 2017 Budget.

**SOURCE OF FUNDS:** N/A

**STAFF CONTACT:** Angela Coen, Director of Finance  
903-239-5521  
[acoen@longviewtexas.gov](mailto:acoen@longviewtexas.gov)

**COUNCIL DATE:** September 1, 2016

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR FISCAL YEAR 2016-2017 EXPENDITURES BY THE CITY OF LONGVIEW, TEXAS; APPROPRIATING FUNDS FROM VARIOUS REVENUE SOURCES AND AUTHORIZING THE EXPENDITURE OF SAID FUNDS IN ACCORDANCE WITH SAID BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017; FINDING THAT THE MEETING AT WHICH THIS ORDINANCE WAS PASSED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE SEVERABILITY OF THE PROVISIONS HEREOF; MAKING OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.**

WHEREAS, the City Manager has prepared and submitted to the City Council a budget estimate of the expenditures and revenues of all City departments, divisions, and offices for the year beginning October 1, 2016, and ending September 30, 2017; and,

WHEREAS, the City Council of the City of Longview, Texas, has posted due notice of the time and place of one public hearing for consideration of said budget in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Government Code and with Chapter 102 of the Texas Local Government Code; and,

WHEREAS, the City Council conducted said public hearing on September 1, 2016, at which time interested citizens were given the opportunity to express and did express their opinions regarding items of expenditures for said proposed budget, giving their reasons for wishing to increase or decrease any items of expense delineated therein; and,

WHEREAS, the City Council of the City of Longview, Texas, having accepted said public input, thereafter closed said public hearing and analyzed the budget, making any additions or deletions thereto; and,

WHEREAS, the City Council of the City of Longview, Texas, has in all things complied with all provisions of State law and the City Charter relating to the adoption of said budget; NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS:

Section 1. That the findings set out in the preamble to this ordinance are hereby in all things approved and adopted.

Section 2. That the proposed budget for fiscal year 2016-2017, delineating proposed expenditures by the City of Longview, Texas, beginning October 1, 2016, and continuing through September 30, 2017, as prepared by the City Manager and submitted to the City Council, and as revised at the request of the City Council, is hereby in all things approved and adopted.

Section 3. That the sum of \$64,674,897 is hereby appropriated out of the General Fund for the payment of the general maintenance and operating expenses of the city government.

Section 4. That the sum of \$34,372,636 is hereby appropriated out of the Water and Wastewater Fund for the operation, maintenance and construction of the municipally owned waterworks and sanitary sewage facilities.

Section 5. That the sum of \$5,482,891 is hereby appropriated out of the Solid Waste Disposal Fund for the operation and maintenance of the collection and

disposal of solid waste.

Section 6. That the sum of \$2,195,936 is hereby appropriated out of the Fleet Services Fund for the operation and maintenance of the municipally owned garage.

Section 7. That the sum of \$7,304,840 is hereby appropriated out of the General Obligation Interest and Sinking Fund for the purpose of paying interest on bonded indebtedness and for payment of outstanding and maturing serial bonds heretofore legally issued as hereinafter itemized, to wit:

<u>INTEREST AND SINKING FUND</u>	<u>TOTAL APPROPRIATIONS</u>
Interest on Tax Bonds	\$2,541,464
Principal on Bonds	\$4,757,376
Special Services	\$6,000
<b>TOTAL INTEREST &amp; SINKING FUND</b>	<b>\$7,304,840</b>

Section 8. That the sum of \$6,323,988 is hereby appropriated out of the Water Revenue Bond Interest and Sinking Fund for the purpose of paying interest due on revenue bonded indebtedness and for the payment of outstanding and maturing serial revenue bonds heretofore legally issued as hereinafter itemized, to wit:

<u>WATER REVENUE BOND FUND</u>	<u>TOTAL APPROPRIATIONS</u>
Interest on Revenue Bonds	\$1,658,488
Principal on Bonds	\$4,660,000
Paying agent fees	\$5,500
<b>TOTAL REVENUE BOND FUND APPROPRIATION</b>	<b>\$6,323,988</b>

Section 9. That the Hotel-Motel Occupancy Tax Funds due to the City of Longview for the fiscal year 2016-2017 are hereby appropriated for the following uses:

TOTAL APPROPRIATIONS

Maude Cobb Activity Center Operations	\$933,902
Convention and Visitors	\$450,000
Sports Tourism	\$80,000
Sports Tournaments	\$243,899
Non-departmental	\$40,000
Art and Cultural Grants	\$264,108
<b>TOTAL HOTEL-MOTEL OCCUPANCY TAX FUNDS</b>	<b>\$2,011,909</b>

Section 10. That the sum of \$1,331,586 is hereby appropriated out of the Maude Cobb Activity Fund for the operations of the Maude Cobb Activity Center.

Section 11. That the sum of \$11,887,128 is hereby appropriated out of the Risk Management Funds for the payment of insurance expenses of the city government hereinafter itemized to wit:

TOTAL APPROPRIATIONS

General Liability	\$1,026,531
Group Health/Life	\$10,290,159
Workers Compensation	\$570,438
<b>TOTAL RISK MANAGEMENT FUNDS</b>	<b>\$11,887,128</b>

Section 12. That the sum of \$382,509 is hereby appropriated out of the Longview Recreation Fund for the operation and maintenance of the recreation classes and activities of the City's Parks and Recreation Services.

Section 13. That the sum of \$103,681 is hereby appropriated out of the Tax Increment Fund for the City's reinvestment zone financing plan.

Section 14. That the sum of \$4,916,255 is hereby appropriated out of the Drainage Improvement Fund for the operation, maintenance and improvement of the

drainage infrastructure.

Section 15. That the sum of \$936,255 is hereby appropriated out of the Communication Center Fund for the operation and maintenance of enhanced emergency communication services.

Section 16. That the sum of \$4,846,041 is hereby appropriated out of the Longview Economic Development Fund to be used by the Longview Economic Development Corporation to enhance local economic development.

Section 17. That the sum of \$30,055 is hereby appropriated out of the Police Special Fund for the betterment of law enforcement efforts.

Section 18. That the sum of \$357,351 is hereby appropriated out of the Maintenance Fund for maintenance of the City's infrastructure.

Section 19. That the sum of \$737,221 is hereby appropriated out of the General Equipment Replacement Fund for major equipment purchases.

Section 20. That the sum of \$195,211 is hereby appropriated out of the Municipal Court Fees Fund for the betterment of the court building and improved court security.

Section 21. That the sum of \$48,994 is hereby appropriated out of the Federal Motor Carrier Fund for the operation and maintenance of the Federal Motor Carrier Program.

Section 22. That the sum of \$2,400 is hereby appropriated out of the Unclaimed Money Fund for the operation and maintenance of the Unclaimed Money Program.

Section 23. That the sum of \$100,000 is hereby appropriated out of the

Donated Revenue Fund for the operation and maintenance of the Donated Revenue Program.

Section 24. That the sum of \$150,000 is hereby appropriated out of the Animal Services Donations Fund for the operation and maintenance of the Animal Services Donations Program.

Section 25. That the sum of \$78,515 is hereby appropriated out of the Cable Franchise Fund for capital cost of the Cable Franchise Program.

Section 26. That the sum of \$348,437 is hereby appropriated out of the Media Development Fund for the operation and maintenance of the Media Development Program.

Section 27. That the sum of \$538,397 is hereby appropriated out of the Convention & Visitors Bureau Fund for the operation and maintenance of the Convention & Visitors Bureau Program.

Section 28. That the sum of \$2,332,543 is hereby appropriated out of the Transit System Fund for the operation and maintenance of the Transit System.

Section 29. That the sum of \$2,083,054 is hereby appropriated out of the Information Systems Fund for the operation and maintenance of the Geographic Information System and city wide technology.

Section 30. That the sum of \$58,019 is hereby appropriated out of the School Guard Fund for the operation and maintenance of School Guards.

Section 31. That the sum of \$291,421 is hereby appropriated out of the Photo Enforcement Fund for the operation and maintenance of Photo Enforcement (Redflex).



Section 32. That the sum of \$200,000 is hereby appropriated out of the Water Revenue Bond Reserve Fund for the purpose of reducing the required reserve equal to at least the average annual principal and interest requirements of the Bonds.

Section 33. That all lawfully encumbered expenditures outstanding from the previous fiscal year are hereby authorized and appropriated as expenditures for fiscal year 2016-2017.

Section 34. That the meeting at which this ordinance was passed was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

Section 35. That all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict only; provided, however, that the repeal of an ordinance by this ordinance does not affect the prior operation of the ordinance or any prior action taken under it, any obligation or liability previously acquired, accrued, or incurred under such prior ordinance.

Section 36. That if any section, paragraph, subdivision, clause, phrase or provision of this ordinance is hereafter determined to be invalid or violative of the laws of the State of Texas or the Constitution of the United States by a court of appropriate jurisdiction, such finding of invalidity shall affect the continued enforcement only of the provision or provisions so determined to be invalid, it being the intent of the City Council of the City of Longview that all other terms and provisions of this ordinance not affected thereby shall remain in full force and effect.

Section 37. That this ordinance is adopted in accordance with all applicable law, including, without limitation, Chapter 102 of the Texas Local

Government Code and Article IX of the Charter of the City of Longview, Texas.

Section 38. That this ordinance shall be effective from and after the date of passage.

PASSED AND APPROVED this 1<sup>st</sup> day of September, 2016.

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Dr. Andy Mack  
Mayor

ATTEST:

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Shelly Ballenger  
City Secretary

APPROVED AS TO FORM:

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Jim Finley  
City Attorney

READ AND APPROVED:

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Angela Coen  
Director of Finance

O ADOPT BUDGET 9-1-16

## 2ND PUBLIC HEARING ON PROPOSED TAX RATE FOR FISCAL YEAR 2016 - 2017

**DESCRIPTION:** The Texas Government Code and the city charter requires that a Municipality hold two public hearings on the property tax rate. This is the second of the required hearings.

The proposed tax rate is 0.5099.  
12.99 for Debt Service  
38.00 for Operations & Management

The vote to adopt the tax rate will be on Thursday, September 8, 2016 at 5:30 PM.

**RECOMMENDED ACTION:** Open Public Hearing on Proposed Tax Rate.

**SOURCE OF FUNDS:** N/A

**STAFF CONTACT:** Angela Coen, Director of Finance  
903-239-5521  
[acoen@longviewtexas.gov](mailto:acoen@longviewtexas.gov)

**COUNCIL DATE:** September 1, 2016

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONGVIEW, TEXAS, SPECIFYING CITY FEES AND CHARGES; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION WAS PASSED WAS CONDUCTED IN STRICT COMPLIANCE WITH THE TEXAS OPEN MEETINGS ACT; REPEALING ALL RESOLUTIONS IN CONFLICT HEREWITH; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR THE SEVERABILITY OF THE PROVISIONS HEREOF; AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the City Council desires to continue its program of updating and revising fees and charges in order to more accurately compensate the City for its costs in providing facilities, services, and materials and to reflect the City's cost of administering the municipal regulations associated with City permits and applications; and,

WHEREAS, the City Council desires to ensure that City fees and charges are properly and regularly updated to reflect current conditions; and,

WHEREAS, the City Council has adopted ordinances allowing fees and charges to be set by resolution; NOW, THEREFORE,

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

Section 1. That the findings set out in the preamble to this resolution are hereby in all things approved and adopted.

# Activity Complex

## Maude Cobb Convention and Activity Center

Section 2. **Definitions.** For purposes of this resolution, all organizations requesting use of the facilities at the Maude Cobb Convention and Activity Complex shall be categorized as being either Class I: Regular Rates or Class II: IRS Tax Exempt Rates, by the City Manager or the City Manager's designee.

These terms shall be defined as follows:

1. *Class I: Regular Rates.* This class shall apply to any and all professional exhibitions or contests, promotional dances, commercial shows and promotional theatrical exhibitions, any and all other attractions sponsored or contracted by profit-making or commercial organizations or individuals, and any and all other attractions and purposes which are not clearly within some other class as hereinafter classified. This class shall include all political meetings. This class shall also include conventions of commercial organizations. This classification shall apply where the lessee or its members are engaged in the purchase or sale of commodities, or in business transactions as a part of the convention, and shall include conventions of persons engaged in business for profit of the type identified with the group holding the convention. This class shall also apply to any and all local persons, organizations and associations considered noncommercial who are not currently certified as IRS Tax Exempt organizations to include weddings, private parties, reunions, and any other function not of a commercial nature.

2 *Class II: IRS Tax Exempt.* This class shall apply to any and all organizations that are currently certified as an IRS Tax Exempt organization. A copy of the current certification must be submitted at the time of reservation. In all instances of dispute, the Maude Cobb Convention and Activity Complex Manager shall determine the classification of a particular event, which such decision shall be final.

Section 3. **Class I Rentals.** The following schedule of charges shall apply to Class I rentals:

1 **Maude Cobb Convention and Activity Center**

Activity Rooms:

<b>No. of Rooms</b>	<b>8 am – 5 pm</b>	<b>5 pm – 12 am</b>	<b>All Day (8 am – 12 am)</b>
1	\$120.00	\$120.00	\$175.00
2	\$145.00	\$145.00	\$200.00
3	\$165.00	\$165.00	\$225.00
4	\$190.00	\$190.00	\$250.00
5	\$210.00	\$210.00	\$270.00

Bob Eitelman Conference Room:

<b>8 am- 5 pm</b>	<b>5 pm – 12 am</b>	<b>All Day (8 am – 12 am)</b>
\$200.00	\$200.00	\$300.00

Main Hall:

<b>Sections</b>	<b>Rate (the higher of):</b>
One-half Hall	\$800.00 daily for non-ticketed events, or, \$1,300.00 daily for ticketed events.
Full Hall	\$1,100.00 daily for non-ticketed events, or, \$1,900.00 daily for ticketed events.
Full Hall & Rooms	\$1,400.00 daily for non-ticketed events, or, \$2,200.00 daily for ticketed events.

**2 Longview Fairgrounds**

Longview Exhibit Building:

<b>Sections</b>	<b>Rate (the higher of):</b>
1	\$300/day for non-ticketed events, or, \$450/day for ticketed events.
2	\$450/day for non-ticketed events, or \$800/day for ticketed events.
3	\$725/day for non-ticketed events, or, \$1,100/day for ticketed events.

If a move-in/out, rehearsal time, or set-up/breakdown day is required, then a minimum fee of one-half of the daily rate specified above shall be charged for such use, if such use is limited to 8 hours or less.

Animal Show Area:

<b>Area</b>	<b>Rate</b>
Small Shed	\$100.00/day
Large Shed	\$125.00/day
Entire Area	\$175.00/day
General Use Area	\$250.00/day

Should extensive electrical power be required, the daily charge for use of the general use area shall be \$250, plus electric power costs. A \$250 deposit per day of use shall be required; with such deposit to be available to pay such power costs in the event some are not paid by the person or organization renting such area.

Rodeo Arena:

<b>Time</b>	<b>the higher of</b>
Full day	\$750/day or 10% of gross ticket sales

Party Barn:

<b>Time</b>	<b>Rate</b>
Full day	\$250

J.R. Curtis Jr. Memorial Garden for the Blind Gazebo

\$25/hour

Section 4. **Class II Rentals.** The following schedule of charges shall apply to Class II rentals:

**1 Maude Cobb Convention and Activity Center**

Activity Rooms:

<b>No. of Rooms</b>	<b>8 am – 5 pm</b>	<b>5 pm – 12 am</b>	<b>All Day 8am – 12 am</b>
1	\$50.00	\$50.00	\$75.00
2	\$60.00	\$60.00	\$90.00
3	\$70.00	\$70.00	\$105.00
4	\$85.00	\$85.00	\$125.00
5	\$95.00	\$95.00	\$145.00

Bob Eitelman Conference Room:

<b>8 am – 5 pm</b>	<b>5 pm – 12 am</b>	<b>All Day 8 am – 12 am</b>
\$95.00	\$95.00	\$145.00



Main Hall:

<b>Sections</b>	<b>Rate (the higher of):</b>
One-half Hall	\$500.00/day
Full Hall	\$700.00/day
Full Hall & Rooms	\$850.00/day

If a move-in/out, rehearsal time, or setup day is required, then a minimum fee of one-half of the daily rate specified above shall be charged for such use, if such use is limited to 8 hours or less.

**2 Longview Fairgrounds:**

Longview Exhibit Building:

<b>Sections</b>	<b>Rate</b>
1	\$200/day
2	\$325/day
3	\$450/day

If a move-in/out, rehearsal time, or setup day is required, then a minimum fee of one-half of the daily rate specified above shall be charged for such use, if such use is limited to 8 hours or less.

Animal Show Area:

<b>Area</b>	<b>Rate</b>
Small Shed	\$50.00/day
Large Shed	\$60.00/day
Entire Area	\$85.00/day
General Use Area	\$250.00/day

Should extensive electrical power be required, the daily charge for use of the general use area shall be \$250, plus electric power costs. A \$250 deposit per day of use shall

be required; with such deposit to be available to pay such power costs in the event some are not paid by the person or organization renting such area.

Rodeo Arena:

Time	Rate
Full day	\$500.00

Party Barn:

Time	Rate
Full day	\$125.00

J.R. Curtis Jr. Memorial Garden for the Blind Gazebo

\$25.00/hour

Section 5. **Setup Charges.** The fees specified in this resolution for rental of facilities at the Maude Cobb Convention and Activity Complex include allowances for setup of said facilities in accordance with the following schedule of charges:

Charges (per day for Class I Rentals / per event for Class II Rentals):

Chairs, each	\$0.70
Tables, each	\$3.00
Staging (4' x 8'), each	\$6.00
Podium floor, each	\$20.00
Microphone, each	\$25.00
Portable Screen, each	\$25.00
TV with VCR/DVD, each	\$25.00
Coffee Service for 20	1 urn - \$20.00 2-5 urns - \$15.00 per urn 6-15 urns \$12.50 per urn 15 or more urns \$10.00 per urn

Bottled Water each	\$1.00
Overhead Projector, each	\$25.00
Projectors, each	\$25.00
60 amp Portable Power Station	\$100.00
Metal Barricades, each	\$5.00

Section 6. **Additional Charges.** In addition to the other charges stated in this resolution, the following rental charges shall be made for use of city facilities at the Maude Cobb Convention and Activity Complex:

Kitchen (any facility), per day	\$100.00
Ticket office (any facility), per day	\$ 25.00
For each hour an activity continues after midnight at any city facility, there shall be an additional charge of	\$100/hour or any portion thereof.
For each hour or portion thereof prior to 7:00 a.m. that city facilities are used, there shall be a charge of	\$50/hour
Security	\$35/hour/officer
EMS	\$30/hour/EMT or paramedic (2 personnel per unit minimum)
Fire Watch	\$30/hour/firefighter
Animal Control Officer	\$30/hour/officer
RV Hook Up	\$20/night/hook up
Office Supplies and Copies	Office Supplies (based on availability) and Copies will be sold at market cost
Facility Towable Bleacher	\$100/per non-City sponsored event within City Limits. Plus staff salaries and Mileage for outside City Limits.

Section 7. **Holiday Rentals.** The Maude Cobb Convention and Activity Complex will not be available for rentals on the following holidays:

Easter Sunday (includes Good Friday, the following Saturday and Easter Sunday)

Thanksgiving (includes Thanksgiving Thursday and the following Friday, Saturday, and Sunday)

Christmas Eve and Christmas Day.

All other rentals on a holiday observed by the City of Longview will be assessed staff holiday pay. This rate of pay will be calculated after the event once the rate of pay is determined. All applicable social security and retirement benefits will be included.

Section 8. **Fees Declared Reasonable; Fee Waivers.**

1 **Maude Cobb Convention and Activity Complex Fees Declared Reasonable; Fee Waivers.** The fees previously established by resolution of the Longview City Council for the use of the Maude Cobb Convention and Activity Complex facilities and the provisions set out in this resolution relating to same are hereby found and determined to be reasonable and necessary for the maintenance and support of the Maude Cobb Convention and Activity Complex, and, except as otherwise provided herein, no waiver of such fees shall be granted save and except as provided by ordinance or resolution of the City Council of the City of Longview. The following provisions shall apply to fees for the use of the Maude Cobb Convention and Activity Complex facilities:

1. No fee shall be assessed where the city has by contract duly executed prior to the date of this resolution agreed to waive such fees.

2. No fee shall be assessed for certain functions of the Longview Chamber of Commerce, because of the chamber's efforts in constructing the Maude

Cobb Convention and Activity Center. The waiver of fees for the Longview Chamber of Commerce shall be administered as follows:

a. The waiver of fees shall apply only for use of the Maude Cobb Convention and Activity Center. For use of any other portion of the Maude Cobb Convention and Activity Complex, the Longview Chamber of Commerce shall be subject to all normal fees.

b. The Longview Chamber of Commerce may utilize the Maude Cobb Convention and Activity Center without facility rental charge for events of community benefit. Such events would include the annual awards banquet, most seminars, and other events provided for community service. To qualify for this waiver, the facility must be contracted for and the event sponsored by the Longview Chamber of Commerce. As a general rule, events qualifying for waiver of fee under this provision cannot benefit any single member of the Longview Chamber of Commerce and must be instructional or honorary in nature.

c. Events which are designed as fund raisers or membership networking events for the Longview Chamber of Commerce will be subject to the rates for Class II: IRS Tax Exempt Rates in effect on the date of the contract. Such events would include, without limitation, the East Texas Boat RV Camping Expo and the Business Expo.

d. In booking the Maude Cobb Convention and Activity Center, the city will temporarily secure multiple dates for any Longview Chamber of Commerce events. When interest is expressed in a temporarily secured

date by another potential lessee, the city shall notify the Longview Chamber of Commerce of such potential lessee, and the Longview Chamber of Commerce shall thereafter advise the city within two working days of the Longview Chamber of Commerce's intent to hold the event on the temporarily secured date, or the date shall be released. In the event the Longview Chamber of Commerce elects to hold the event on the reserved date, all other dates temporarily held for the Longview Chamber of Commerce event shall be automatically released. The Longview Chamber of Commerce shall execute a customary lease agreement for the date reserved within ten days thereafter, regardless of whether the event is subject to payment of fee or is subject to waiver of fee as provided herein. In the event the Longview Chamber of Commerce releases a date, the other potential lessee may then contract for the released date. Release of one or more dates for a particular event will not affect other temporarily held dates for other events.

3. No fee shall be assessed for use of the facilities in the event of a public calamity or disaster, or in the furtherance of public health programs, or to protect the public health, safety, and welfare, as determined by the City Manager or the City Manager's designee. Furthermore, the City Manager or the City Manager's designee may waive certain fees and charges for City-sponsored activities.

4. Events falling under the auspices of the Longview Convention and Visitor's Bureau may be eligible for discounted, waived or refunded fees and charges based on the number of hotel / motel room nights generated or projected to be

generated by the event. The decision will be made by the City Manager or the City Manager's designee based on a review and analysis of the events' impact on the community. Methodology will include a review of total fees owed in comparison to estimated revenues.

Section 9. **Deposits.** The following deposit requirements shall apply to rental of the Maude Cobb Convention and Activity Complex or any part thereof:

1. The city may require a refundable damage deposit in an amount varying from \$100.00 to \$1,000.00 at the time a rental agreement is signed. The City Manager or the City Manager's designee shall determine the amount of the damage deposit to be required in each case, with such decision to be based upon the scope and nature of the proposed use of city facilities.
2. A rental deposit in the amount of 25% of the rental fee shall be required to be paid at the time any facility of the Maude Cobb Convention and Activity Complex is booked for a Class I or Class II activity or event. This rental deposit is refundable up to 90 days prior to the booked date. The fee shall be nonrefundable as of the 90th day prior to the event or activity.

## **Animal Services**

Section 10. **Definitions.** For purposes of this resolution, all organizations requesting use of the Education Room at the Longview Animal Care and Adoption Center shall be categorized as being either Class I: Regular Rates or Class II: IRS Tax Exempt Rates, by the City Manager or the City Manager's designee. These terms shall be defined as follows:

1. *Class I: Regular Rates.* This class shall apply to any and all professional events, commercial shows, and any and all other attractions sponsored or contracted by profit-making or commercial organizations or individuals, and any and all other attractions and purposes which are not clearly within some other class as hereinafter classified. This class shall include all political meetings. This class shall

also include conventions of commercial organizations. This classification shall apply where the lessee or its members are engaged in the purchase or sale of commodities, or in business transactions as a part of the event, and shall include meetings of persons engaged in business for profit of the type identified with the group holding the meeting. This class shall also apply to any and all local persons, organizations and associations considered noncommercial who are not currently certified as IRS Tax Exempt organizations to include weddings, private parties, reunions, and any other function not of a commercial nature.

2. *Class II: IRS Tax Exempt.* This class shall apply to any and all organizations that are currently certified as an IRS Tax Exempt organization. A copy of the current certification must be submitted at the time of reservation. In all instances of dispute, the City Manager or the City Manager's designee shall determine the classification of a particular event, which such decision shall be final.

Section 11. **Class I Rentals.** The following schedule of charges shall apply to Class I rentals at the Longview Animal Care and Adoption Center:

<b>No. of Rooms</b>	<b>8 am – 5 pm</b>	<b>5 pm – 12 am</b>	<b>All Day (8 am–12 am)</b>
1	\$80.00	\$80.00	\$135.00



Section 12. **Class II Rentals.** The following schedule of charges shall apply to Class II rentals at the Longview Animal Care and Adoption Center:

No. of Rooms	8 am – 5 pm	5 pm – 12 am	All Day 8am – 12 am
1	\$50.00	\$50.00	\$75.00

Section 13. **Additional Facility Charges.** In addition to the other charges stated in this resolution, the following rental charges shall be made for use of City facilities at the Longview Animal Care and Adoption Center:

Refundable Maintenance / Security Deposit	\$100 per event
Building Attendant	\$20 per hour
Late Use Fee	\$100 per hour or portion of an hour that the facilities are used after midnight
Early Use Fee	\$50 per hour or portion of an hour that the facilities are used prior to 7:00 a.m.
Security (if required)	\$35 per hour per officer

Section 14. **Reclaim Fees.** Following are fees to be paid upon reclaiming an animal in the custody of the Longview Animal Care and Adoption Center. Microchip implantation is included with the reclaim fee. The City Manager or the City Manager’s designee may waive or reduce fees on a case by case basis, taking into account what is in the best interest of the animal.

<b>FEE ITEM</b>	<b>FEE</b>	<b>COMMENTS</b>
Dog or Cat: 1 <sup>st</sup> Reclaim	\$50	Must show proof of current rabies vaccination or shelter will vaccinate & charge an additional \$5.00 for rabies vaccination & certificate
Dog or Cat: 2 <sup>nd</sup> Reclaim	\$75	Must show proof of current rabies vaccination or shelter will vaccinate & charge an additional \$5.00 for rabies vaccination & certificate
Dog or Cat: 3 <sup>rd</sup> Reclaim	\$100	Must show proof of current rabies vaccination or shelter will vaccinate & charge an additional \$5.00 for rabies vaccination & certificate
Dog or Cat: 4 <sup>th</sup> Reclaim	\$125	Includes mandatory spay/neuter, all vaccinations, & microchip
Other small companion	\$20	Includes specialized care

animals		and housing costs for small mammals, birds and reptiles
Large Exotics (Legal)	\$50	Includes specialized care and housing costs for larger legal exotics, e.g. large parrots and reptiles
Large Exotics (Illegal)	\$250 + \$25 daily board or actual cost	Applies to animals prohibited under Chapter 13 of the Longview City Code; \$25 daily boarding will be charged if the animal can be housed at LACAC, otherwise the actual cost of boarding at off-site location will be charged in place of the \$25 daily boarding fee
Small Livestock	\$50	Applies to a single goat, pig, emu, sheep, etc.
Large Livestock	Actual cost	Cows, horses & multiple small livestock will be housed at an off-site facility and owner must pay actual

		cost of that off-site housing
Dog, Testing / Labwork	\$25 or actual cost, whichever is greater	Applies when blood draws & lab tests are deemed medically necessary by shelter veterinarian on duty
Cat, Testing / Labwork	\$15 or actual cost, whichever is greater	Applies when blood draws & lab tests are deemed medically necessary by shelter veterinarian on duty
Boarding	\$10 per day	Applies per each day or portion of a day after the initial 72 hour stray / hold period
Microchip	\$25	
Vaccinations, worming, flea treatment	\$20	
Rabies vaccination with certificate	\$5	
Quarantine	\$20 per day (\$200 minimum)	

Section 15. **Owner Surrender & Euthanasia Fees.** Following are fees to be paid upon the surrender of an animal to the Longview Animal Care and Adoption

Center, including fees for euthanasia. The City Manager or the City Manager's designee may waive or reduce fees on a case by case basis, taking into account what is in the best interest of the animal.

<b><u>FEE ITEM</u></b>	<b><u>FEE</u></b>	<b><u>COMMENTS</u></b>
Owner Surrender: Dog / Cat	\$50 per animal	Applies when a resident of Longview surrenders a dog or cat to the City
Out of Jurisdiction Surrender	\$100 per animal	Applies when a person who is not a resident of Longview surrenders a dog or cat to the City
Mother with litter up to 4	\$25 + \$5 per baby	
Mother with litter of 5 or more	\$25 + \$6 per baby	
Litter without mother under 4 weeks	\$10 per baby	
Litter without mother 5-8 weeks	\$7 per baby	
Animal Control Pick-up	\$75	Applies when owner requests pickup of an animal by the City
Small Companion Animals	\$20	Applies to guinea pig, rabbit, ferret, etc.

Exotic / Legal	\$25	Applies to large parrots, reptiles, turtles, etc.
Euthanasia < 2 lbs	\$25	
Euthanasia 3-50 lbs	\$65	Includes disposal fee of \$25
Euthanasia 51-100 lbs	\$80	Includes disposal fee of \$25
Euthanasia 100 lbs +	\$100	Includes disposal fee of \$25

Section 16. **Adoption Fees.** Following are fees to be paid upon the adoption of an animal from the Longview Animal Care and Adoption Center. The City Manager or the City Manager’s designee may waive or reduce fees on a case by case basis, taking into account what is in the best interest of the animal. For purposes of this section, the term “Senior” means a person 55 years of age or older. For purposes of this section, the term “Puppy” means a dog 7 months of age or less that has been weaned. For purposes of this section, the term “Kitten” means a cat 7 months of age or less that has been weaned. The City Manager or the City Manager’s designee is authorized to establish a fee schedule for the adoption of a Puppy based on such factors as the season in which the adoption takes place, the breed of the animal, the size of the animal, and other factors affecting the animal’s chance of adoption. In no case shall such a fee be less than \$100.00 or more than \$200.00.

<u>FEE ITEM</u>	<u>FEE</u>	<u>COMMENTS</u>
Dog	Standard Adult: \$75 Puppy: \$100-\$200, as established by City	Includes spay/neuter, 1st set of vaccinations, deworming, 30-day flea

	Manager or designee Special Needs Canine: \$50	treatment, Bordetella, Rabies, Heartworm Test, & 30-day pet health insurance
Cat	Standard Adult: \$50 Kitten: \$75 2 Cats Same Day: \$75 2 Kittens Same Day: \$100	Includes spay/neuter, 1 <sup>st</sup> set of vaccinations, deworming, 30-day flea treatment, rabies, Felv/ FIV Test, Heartworm Test, & 30-day pet health insurance
Senior adopts Adult Cat /Dog	\$35	Applies when Senior adopts dog or cat over 7 months of age
Silver Cat Club: Senior adopts Sr. Cat	\$25	Applies when Senior adopts cat over 7 years of age
GrandPaw Club: Senior adopts Sr. Dog	\$40	Applies when Senior adopts dog over 7 years of age

## **Building Inspection**

Section 17. **Building Permit Fees.** The fees to be levied and collected in connection with the issuance of a building permit shall be calculated and determined according to the following schedule:

**Total Valuation**

\$1,000 and less

\$1,001 to \$50,000

\$50,001 to \$100,000

\$100,001 to \$500,000

\$500,001 and up

**Fee for New, Single-Family Residential Structures**

\$30.00 minimum fee.

\$30.00 for the first \$1,000 plus \$3.86 for each additional thousand or fraction thereof, to and including \$50,000.

\$219.14 for the first \$50,000 plus \$2.93 for each additional thousand or fraction thereof to and including \$100,000.

\$365.64 for the first \$100,000 plus \$1.86 for each additional thousand or fraction thereof to and including \$500,000.

\$1,109.64 for the first \$500,000 plus \$1.13 for each additional thousand or fraction thereof.

**Total Valuation**

\$1,000 and less

\$1,001 to \$50,000

\$50,001 to \$100,000

\$100,001 to \$500,000

\$500,001 and up

**Fee for New/Remodeling/Altering Residential Structures**

\$30.00 minimum fee.

\$30.00 for the first \$1,000 plus \$5.19 for each additional thousand or fraction thereof, to and including \$50,000.

\$284.31 for the first \$50,000 plus \$4.24 for each additional thousand or fraction thereof to and including \$100,000.

\$496.31 for the first \$100,000 plus \$2.66 for each additional thousand or fraction thereof to and including \$500,000.

\$1,560.31 for the first \$500,000 plus \$1.59 for each additional thousand or fraction thereof.



**Total Valuation**

**Fee for Commercial Structures**

\$1,000 and less

\$30.00 minimum fee.

\$1,001 to \$50,000

\$30.00 for the first \$1,000 plus \$5.75 for each additional thousand or fraction thereof, to and including \$50,000.

\$50,001 to \$100,000

\$311.75 for the first \$50,000 plus \$4.57 for each additional thousand or fraction thereof to and including \$100,000.

\$100,001 to \$500,000

\$540.25 for the first \$100,000 plus \$2.91 for each additional thousand or fraction thereof to and including \$500,000.

\$500,001 and up

\$1,704.25 for the first \$500,000 plus \$1.78 for each additional thousand or fraction thereof.

1. There shall be a charge of thirty dollars (\$30.00) for an inspection of a residence or apartment requested for issuance of a certificate of occupancy under this building code.
2. There shall be a charge of one hundred dollars (\$100.00) for an inspection of buildings other than residential for the issuance of a certificate of occupancy under this building code.
3. There shall be a charge of seventy-five dollars (\$75.00) for an inspection request for a 'clean and show' only.
4. There shall be a charge of one hundred fifty dollars (\$150.00) for the moving of any building or structure.
5. In addition to the fees charged for issuance of building permits, there shall be a nonrefundable plan review fee equal to one-third of the building permit fee as set forth in this section for the following occupancies as defined by Chapter 3 of the said building code:
  - a. Assembly (A)
  - b. Business (B)
  - c. Educational (E)
  - d. Hazardous (H)
  - e. Factory-Industrial (F)

- f. Institutional (I)
- g. Mercantile (M)
- h. Storage (S)
- i. Residential (R) for multiple dwellings of three or more units and townhouses only

6. Miscellaneous building permit fees shall be as follows:

Fire alarm systems	based on valuation of construction
Fire protection systems	\$0.0075 per square foot of area protected with a \$30.00 minimum fee
Swimming pools	based on valuation of construction
Spas or hot tubs	based on valuation of construction
Tent permit	\$ 30.00
Underground tank, Install (each)	\$ 50.00
Underground tank, Remove (each)	\$ 200.00
Mobile home site and tie down inspection	\$ 20.00
First re-inspection fee	\$ 50.00
Demolition permit	\$ 50.00
Pre Final Inspection Request	\$100.00

- 7. Included in the minimum fee is a ten dollar (\$10.00) nonrefundable fee.
- 8. After the first re-inspection, a minimum re-inspection fee of \$100.00 shall be assessed each time an additional re-inspection is required for work under a building permit.
- 9. There shall be a minimum charge of ninety dollars (\$90.00) for non-emergency inspections after normal Building Inspection Division working hours, plus a charge of forty-five dollars per hour (\$45.00/hr.) for each hour in excess of two (2) hours spent on such an inspection.

The fee for filing an appeal from a decision or interpretation of the Building Official shall be \$275.00. The fee for filing a request for a variance from the Building Code shall be \$275.00.

Any business entity or individual who, for a fixed price, commission, fee, wage, or other compensation, constructs or supervises or manages the construction of any structure for which a permit is required within the City of Longview shall pay an annual license fee to the City of Longview based on the category of license held by said business entity or individual in an amount as follows:

Commercial contractor (restricted)	\$ 50.00
Home builder (restricted)	\$ 50.00
Renovation contractor (restricted)	\$ 50.00
Swimming pool contractor (restricted)	\$ 50.00
Combination builder (unrestricted)	\$100.00

A non-refundable fee must be paid to the City of Longview, Texas, for each registration and annual re-registration of a state-licensed Master Electrician, Master Sign Electrician, Licensed Irrigator and A or B Air Conditioning and Refrigeration Licensee. Said registration fee will be separate and exclusive of any other fees established and required by the City of Longview for any other related or unrelated permits or services. Said fee is hereby established at \$50.00 per registration or re-registration.

Gregg County and any work conducted on behalf of said county on county property shall be exempt from any and all fees and charges imposed by this section.

Section 18. **Electrical Permit Fees.** The fees to be levied and collected in connection with the issuance of an electrical permit shall be calculated and determined according to the following schedule:

1. Minimum fee \$30.00
2. Temporary electrical permit \$25.00

3. Electrical wiring inspection for temporary Christmas tree lots \$30.00
4. Non-refundable permit fee (included in the minimum fee) \$10.00

Fees in addition to base fee:

5. New dwellings and additions to old dwellings (as used herein, "new dwellings" includes houses moved from one location to another):
  - a. \$5.00 per room, inclusive of garages and baths but exclusive of halls and closets.
  - b. Plus \$5.00 per air conditioning installation or unit.
  - c. \$2.50 per each installation designed to service a central heating unit, an electric range unit, an electric clothes dryer unit, or an electric hot water heater.
6. Retail, office, commercial or industrial buildings:
  - a. \$0.55 each for up to 200 openings.
  - b. \$0.30 each for every opening over 200.
7. Meter loops
  - a. \$5.50 per 60-200 ampere loop.
  - b. \$11.00 per 201-600 ampere loop.
  - c. \$16.50 per 601 ampere loop and above.
8. There shall be a minimum charge of ninety dollars (\$90.00) for non-emergency inspections after normal Building Inspection Division working hours, plus a charge of forty-five dollars per hour (\$45.00/hr.) for each hour in excess of two (2) hours spent on such an inspection.
9. First re-inspection fee \$50.00
10. After the first re-inspection, a minimum re-inspection fee of \$100.00 shall be assessed each time an additional re-inspection is required for work under an electrical permit.



The fees for inspecting conversion burners, floor furnaces, incinerators, boilers, or central heating or air conditioning units shall be \$5.25 for one unit and \$1.05 for each additional unit.

The fee for inspecting vented wall furnaces and water heaters shall be \$2.65 for one unit and \$1.05 for each additional unit.

The fee for the first re-inspection of a gas permit shall be set at \$50.00. After the first re-inspection, a minimum re-inspection fee of \$100.00 shall be assessed for each additional re-inspection required for work under a gas permit.

There shall be a minimum charge of ninety dollars (\$90.00) for non-emergency inspections after normal Building Inspection Division working hours, plus a charge of forty-five dollars per hour (\$45.00/hr) for each hour in excess of two (2) hours spent on such an inspection.

The fee for filing an appeal from a decision or interpretation of the Building Official shall be \$275.00. The fee for filing a request for a variance from the Gas Code shall be \$275.00.

Gregg County and any work conducted on behalf of said county on county property shall be exempt from any and all fees and charges imposed by this section.

Section 20. **Mechanical Permit Fees.** The fees to be levied and collected in connection with the issuance of a mechanical permit shall be calculated and determined according to the following schedule:

<u>Valuation</u>	<u>Permit Fees</u>
\$1,000 or less	\$30.00 minimum fee.
\$1,000.00 and up	\$30.00 plus \$2.00 for each additional thousand or fraction thereof.
Temporary service	\$25.00
First re-inspection fee	\$50.00
A nonrefundable permit fee (included in the minimum fee)	\$10.00

In addition to a thirty-dollar minimum fee, the fee for inspecting boilers (based upon BTU input) shall be:

33,000 BTU to 165,000 (5BHP)	\$ 5.00
165,001 BTU to 330,000 (10BHP)	\$10.00
330,001 BTU (10BHP) to 1,165,000 (52BHP)	\$15.00
1,165,001 BTU (52BHP) to 3,300,000 (98BHP)	\$25.00
Over 3,300,000 BTU	\$35.00

In all buildings, except one and two-family dwellings, where self-contained air conditioning units of less than two tons are to be installed, the fee charged shall be that for total cost of all units combined.

After the first re-inspection, a minimum re-inspection fee of \$100.00 shall be assessed each time an additional re-inspection is required for work under a mechanical permit.

There shall be a minimum charge of ninety dollars (\$90.00) for non-emergency inspections after normal Building Inspection Division working hours, plus a charge of forty-five dollars per hour (\$45.00/hr.) for each hour in excess of two (2) hours spent on such an inspection.

The fee for filing an appeal from a decision or interpretation of the Building Official shall be \$275.00. The fee for filing a request for a variance from the Mechanical Code shall be \$275.00.

Gregg County and any work conducted on behalf of said county on county property shall be exempt from any and all fees and charges imposed by this section.

**Section 21. Medical Gas and Vacuum Permit Fees.** The fees to be levied and collected in connection with the issuance of a medical gas and vacuum system permit shall be calculated and determined according to the following schedule:

\$30.00 minimum fee plus 1% of the total job cost, of which \$10.00 is a nonrefundable permit fee

The fee for the first re-inspection of a medical gas and vacuum permit shall be set at \$50.00. After the first inspection, a minimum re-inspection fee of \$100.00 shall be assessed each time an additional re-inspection is required for work under a mechanical permit.

There shall be a minimum charge of ninety dollars (\$90.00) for non-emergency inspections after normal Building Inspection Division working hours, plus a charge of forty-five dollars per hour (\$45.00/hr.) for each hour in excess of two (2) hours spent on such an inspection.

Section 22. **Outdoor Event Permit Fee.** In accordance with Chapter 79 of the Code of Ordinances that regulates outdoor events and parades, a non-refundable filing fee in the amount of two hundred fifty dollars (\$250.00) must be paid to the City of Longview, Texas, with each application to hold an outdoor event in the City of Longview. Said filing fee will be separate and exclusive of any other fees established and required by the City of Longview for related permits or services. The following are hereby exempted from payment of said fee:

- (1) The City of Longview
- (2) Any non-profit organization that currently has a non-profit or charitable organization designation by the Internal Revenue Service, when the event is organized and controlled by the non-profit organization, with all profits used exclusively for the benefit and declared purposes of the non-profit organization.

Section 23. **Mobile Food Unit Certificate of Occupancy Inspection.**

There shall be a charge of one hundred dollars (\$100.00) for an inspection of a mobile food unit for the issuance of a mobile food unit certificate of occupancy.



Section 24. **Plumbing Permit Fees.** The fees to be levied and collected in connection with the issuance of a plumbing permit shall be calculated and determined according to the following schedule:

Minimum fee (residential)	\$40.00
Minimum fee (commercial)	\$40.00

**Plus the following when provided:**

For each water service	\$ 3.45
For each plumbing fixture, floor drain, or trap (including water and drainage piping)	\$ 1.75
For each grease trap or sand trap	\$ 1.75
For each sewer	\$ 3.45
For each sewer having to be replaced or repaired	\$ 1.75
For each water heater and/or vent	\$ 2.65

For installation, alteration or repair of water piping and/or water treating equipment \$ 3.45

For repair or alteration of drainage or vent piping \$ 3.45

For installation of private utilities (Sewer, Water, Storm Sewer) 3% of actual improvement cost

For each vacuum breaker or backflow protective device installed subsequent to installation of the piping or equipment served:

For each test report received for test or retest of backflow prevention devices \$ 5.00

one to five \$1.75 each  
over five \$1.05 each

Nonrefundable permit fee (included in the minimum fee) \$10.00

The fee for the first re-inspection of a plumbing permit shall be set at \$50.00. After the first re-inspection, a minimum re-inspection fee of \$100.00 shall be assessed for each additional re-inspection required for work under a plumbing permit.

There shall be a minimum charge of ninety dollars (\$90.00) for non-emergency inspections after normal Building Inspection Division working hours, plus a charge of forty-five dollars per hour (\$45.00/hr.) for each hour in excess of two (2) hours spent on such an inspection.

The fee for filing an appeal from a decision or interpretation of the Building Official shall be \$275.00. The fee for filing a request for a variance from the Plumbing Code shall be \$275.00.

Gregg County and any work conducted on behalf of said county on county property shall be excepted from any and all fees and charges imposed by this section.

Section 25. **Irrigation Permit Fees.** The fees to be levied and collected in connection with the issuance of a sprinkler permit shall be calculated and determined according to the following schedule:

Minimum fee (residential)	\$30.00
Minimum fee (commercial)	\$30.00
<b>Plus the following when provided:</b>	
Water Service fee (each)	\$ 3.45
Back-Flow (each)	\$ 1.75
Over 5 (each)	\$ 1.05
For each test report received for test or retest of back flow prevention devices	\$ 5.00
Irrigation Plan Review and Filing	\$25.00

The fee for the first re-inspection of an irrigation permit shall be set at \$50.00. After the first re-inspection, a minimum re-inspection fee of \$100.00 shall be assessed for each additional re-inspection required for work under a plumbing permit.

There shall be a minimum charge of ninety dollars (\$90.00) for non-emergency inspections after normal Building Inspection Division working hours, plus a charge of forty-five dollars per hour (\$45.00/hr) for each hour in excess of two (2) hours spent on such an inspection.

The fee for filing an appeal from a decision or interpretation of the Building Official shall be \$275.00. The fee for filing a request for a variance from the Plumbing Code shall be \$275.00.

Section 26. **Publication Fees.** There is hereby established a fee for any and all publications provided by the Building Inspection Division. Said fee shall equal the City's cost of purchasing the publication or the City's cost of producing the publication, as determined by the Building Official. The Building Official may waive or reduce said fee if the Building Official determines that waiver or reduction of the fee is in the public interest because providing the publication primarily benefits the general public. In addition, the Building Official may waive the fee if the cost of processing the collection of the fee will exceed the amount of the fee.

Section 27. **Residential Fire Sprinkler System Inspection Fee.** A non-refundable fee must be paid to the City of Longview, Texas, to help defray the cost for the evaluation of the plans for and the inspection of a residential fire sprinkler system. Said fee will be separate and exclusive of any other fees established and required by the City of Longview for any other related or unrelated permits or services. Said fee is

hereby established at \$30.00 per residential building permit application for any residential structure for which the evaluation and inspection of a fire sprinkler system is required.

After the first re-inspection, a minimum re-inspection fee of \$25.00 shall be assessed each time an additional re-inspection is required for work under a building permit.

There shall be a minimum charge of ninety dollars (\$90.00) for non-emergency inspections after normal Building Inspection Division working hours, plus a charge of forty-five dollars per hour (\$45.00/hr.) for each hour in excess of two (2) hours spent on such an inspection.

Section 28. **Sign Permit Fees.** For erection of all signs, including portable signs and those for which a permit is required, the applicable permit fees shall be as follows:

Total Valuation	Fee
\$1,000 and less	\$30.00 minimum fee
\$1,001 to \$50,000	\$30.00 for the first \$1,000.00 plus \$5.75 for each additional thousand or fraction thereof, to and including \$50,000.00
\$50,001 to \$100,000	\$311.75 for the first \$50,000.00 plus \$4.57 for each additional thousand or fraction thereof to and including \$100,000.00
\$100,001 to \$500,000	\$540.25 for the first \$100,000.00 plus \$1.65 for each additional thousand or fraction thereof to and including \$500,000.00.
\$500,001 and up	\$1704.25 for the first \$500,000.00 plus \$1.78 for each additional thousand or fraction thereof.

Included in the above fee is a ten-dollar nonrefundable permit fee.

The fee for the first re-inspection of a sign permit shall be set at \$50.00. After the first re-inspection, a minimum re-inspection fee of \$100.00 dollars shall be assessed for each additional re-inspection required for work under a sign permit.

Each sign contractor shall pay the city a nonrefundable fee of \$50.00 per year for a sign contractor license issued under Chapter 85 of the Code of Ordinances.

Gregg County and any work conducted on behalf of said county on county property shall be excepted from any and all fees and charges imposed by this section.

Section 29. **CSI Inspection.** The customer service inspection is part of the backflow protection program. The fee for a CSI Inspection Report is \$50.00.

Section 30. **Multi-family Dwelling Complex Fees.** The fees to be levied and collected in connection with the regulation of multi-family dwelling complexes shall be as follows:

1. Application fee. The application fee required by Section 19-117 of the Code of Ordinances of the City of Longview shall be \$50.00.
2. Annual license fee. In accordance with Section 19-117 of the Code of Ordinances of the City of Longview, Texas, the annual license fee for a multi-family dwelling license shall be based on the number of units in the multi-family dwelling complex and shall be in an amount as follows:

Less than 10 units	\$ 75.00
10-50 units	\$150.00
51 – 100 units	\$250.00
Over 100 units	\$350.00

For purposes of this section, each dwelling unit, washateria, clubhouse, and office shall count as a separate unit.

3. Late fee. The late fee required by Section 19-117 of the Code of Ordinances of the City of Longview shall be 25% of the annual license fee for the multi-family dwelling complex in question.
4. Re-inspection fee. The multi-family dwelling complex re-inspection fee required under Section 19-117 of the Code of Ordinances of the City of Longview shall be \$50.00.

Section 31. **On-site Sewerage Facilities Fees.** The fees to be levied and collected in connection with the regulation of on-site sewerage facilities shall be as follows:

Application fee for single family dwelling	\$210.00
Application fee for all other types of on-site sewerage facilities	\$410.00
Real estate inspections of on-site sewerage facility	\$100.00

## **Community Services Administration**

Section 32. **Definitions.** For purposes of this resolution, all organizations requesting use of the facilities at the Historic Longview Depot or the city-owned parking lots at Center and Cotton Streets or Fredonia and Cotton Streets shall be categorized as being either Class I: Regular Rates or Class II: IRS Tax Exempt Rates, by the City Manager or the City Manager’s designee.

These terms shall be defined as follows:

1 *Class I: Regular Rates.* This class shall apply to any and all professional exhibitions or contests, promotional dances, commercial shows and promotional theatrical exhibitions, any and all other attractions sponsored or contracted by profit-making or commercial organizations or individuals, and any and all other attractions and purposes which are not clearly within some other class as hereinafter classified. This class shall include all political meetings. This class shall also include conventions of commercial organizations. This classification shall apply where the lessee or its members are engaged in the purchase or sale of commodities, or in business transactions as a part of the event, and shall include meetings of persons engaged in business for profit of the type identified with the group holding the meeting. This class shall also apply to any and all local persons, organizations and associations considered

noncommercial who are not currently certified as IRS Tax Exempt organizations to include weddings, private parties, reunions, and any other function not of a commercial nature.

2 *Class II: IRS Tax Exempt.* This class shall apply to any and all organizations that are currently certified as an IRS Tax Exempt organization. A copy of the current certification must be submitted at the time of reservation. In all instances of dispute, the Director of Community Services or the Director's designee shall determine the classification of a particular event, which such decision shall be final.

**Section 33. Class I Rentals.** The following schedule of charges shall

apply to Class I rentals at the Historic Longview Depot:

No. of Rooms	8 am – 5 pm	5 pm – 12 am	All Day (8 am – 12 am)
1	\$120.00	\$120.00	\$175.00
2	\$145.00	\$145.00	\$200.00

**Section 34. Class II Rentals.** The following schedule of charges shall

apply to Class II rentals at the Historic Longview Depot:

No. of Rooms	8 am – 5 pm	5 pm – 12 am	All Day 8am – 12 am
1	\$50.00	\$50.00	\$75.00
2	\$60.00	\$60.00	\$90.00

**Additional Charges.** In addition to the other charges stated in this

resolution, the following rental charges shall be made for use of city facilities at the Historic Longview Depot:

Refundable Maintenance / Security Deposit \$100 per event

Building Attendant \$20 per hour

For each hour an activity continues after midnight at any city facility, there shall be an additional charge of \$100/hour or any portion thereof.

For each hour or portion thereof prior to 7:00 a.m. that city facilities are used, there shall be a charge of \$50/hour

Security \$35/hour/officer

Special Note: Customers are responsible for providing their own tables, chairs, equipment etc.

Section 35. Municipal Parking Lots. Center at Cotton Street and Fredonia at Cotton Street: For the purposes of establishing vending operations from public / municipal parking lots, the permit fee will be set at \$50 per day or \$500 annually for Class I organizations / entities. Class II organizations / entities will be entitled to a fee waiver for qualifying special events but must comply with all other arrangements.

## **City Secretary**

Section 36. **Cemetery Maintenance Fee.** The following one-time fees shall be charged for the maintenance of a grave in any city cemetery:

Full burial	\$ 200.00
Half-space burial	\$ 100.00

Section 37. **Cemetery Lot Prices.** In accordance with Section 22-15 of the Code of Ordinances of the City of Longview, the purchase prices for lots located in city cemeteries shall be as follows:



- |    |                   |            |
|----|-------------------|------------|
| 1. | two-space lots    | \$1,200.00 |
| 2. | single-space lots | \$ 500.00  |
| 3. | half-space lots   | \$ 250.00  |

Section 38. **Solid Waste Permit Fee.** In accordance with the requirements of Section 49-21 of the Code of Ordinances of the City of Longview, each application for a solid waste permit shall be accompanied by a non-refundable processing fee of \$50.00.

Section 39. **Vehicle for Hire Permit Fee.** In accordance with Section 103-31(b) of the Code of Ordinances of the City of Longview, Texas, every application for a certificate of public convenience and necessity for the operation of public vehicles within the city shall be accompanied by payment of a fee of two hundred fifty dollars (\$250.00).

## **Engineering**

Section 40. **Development Review and Inspection Fees.** A nonrefundable fee must be paid to the City of Longview, Texas, prior to the commencement of construction for all public improvements to be dedicated to the City and all Public and Private Improvements that are required to be built to City standards by the subdivision ordinance. The fee shall be 3% of the construction cost of the referenced improvements. As the basis for determining said construction cost, the design engineer shall submit either a signed and sealed construction cost estimate or a copy of the executed contract between the developer and contractor. For each contractor installed tap for development that does not involve any work on a Texas Department of Transportation Right-of-Way and that does not involve any other

extension of infrastructure, the permit fee shall not be 3% of the construction cost of the improvements but instead shall be as follows:

- |                     |            |
|---------------------|------------|
| 1. Short Side Water | \$75 each  |
| 2. Long Side Water  | \$150 each |
| 3. Short Side Sewer | \$75 each  |
| 4. Long Side Sewer  | \$150 each |

Section 41. **Driveway Permit Fees.** In accordance with Section 91-72 of the Longview City Code, a nonrefundable fee must be paid to the City of Longview, Texas upon the issuance of a Driveway Permit as follows:

- |                                |                |
|--------------------------------|----------------|
| 1. Industrial Driveway Permit  | \$ 150.00 each |
| 2. Commercial Driveway Permit  | \$ 150.00 each |
| 3. Residential Driveway Permit | \$ 45.00 each  |

Section 42. **Oil and Gas Drilling Operations Fees.** In addition to any other fees imposed by law, the following fees shall apply to oil and gas drilling operations that are subject to the provisions of Chapter 61 of the Longview City Code:

1. The filing fee under Section 61-31 of the Longview City Code for an application for a permit to drill and operate an oil or gas well shall be \$1,000.00.
2. Upon the happening of one or more of the events described in Section 61-38 of the Longview City Code, the cash deposit filed by the applicant with the application for an oil and gas drilling operations permit shall be returned to the applicant, except there shall be retained there from by the city a processing fee of \$100.00.
3. The fee imposed by Section 61-39 of the Longview City Code for the transfer of an oil and gas drilling operations permit is hereby established at \$200.00.

4. The fee for consideration of an application for an oil and gas drilling operations permit by the city council, as authorized by Section 61-72(d) of the Longview City Code, shall be \$750.00.
5. In accordance with Section 61-82 of the Longview City Code, the annual fee for the operation of an oil or gas well operating within the city shall be \$20.00.

Section 43. **Private Street Acceptance Application Fee.** In accordance with Section 91-1 of the Longview City Code, the fee to be filed with an application requesting that the City of Longview accept a private street shall be \$50.00.

Section 44. **Sidewalk, Curb, and Gutter License Fees.** In accordance with Section 91-75 of the Code of Ordinances of the City of Longview, there is hereby established a fee of \$50.00 for a driveway constructor's license.

Section 45. **Flood Zone Determination Letter.** Any formal request for a letter certifying Flood Zone status will be charged a fee of \$27.00.

## **Environmental Health**

Section 46. **Dangerous Dog Registration Fees.** In accordance with Section 822.043 of the Texas Health and Safety Code, any person registering a dangerous dog shall pay to the City the maximum annual registration fee allowed by law. Also pursuant to Section 822.043 of the Texas Health and Safety Code, any person re-registering a dangerous dog due to the sale of the dog or the movement of the dog to a new address shall pay the maximum fee allowed by law.

Section 47. **Food Service Establishment Permit Fees.** That the fees to be levied and collected in connection with food establishment regulations and permits shall be as follows:

1. Fee for review of plans. Preceding any required review of plans for a food service establishment in accordance with Chapter 46 of the Code of Ordinances of the City of Longview, the person operating (or who will be operating) the food establishment shall pay to the city a fee of \$200.00 for said review.
2. Annual permit fee. In addition to any fee due under Subsection (1) of this section, any person operating a food service establishment shall pay an annual permit fee. Said permit fee may be prorated. If a permit for a permanent food service establishment is not renewed prior to December 31 for a given year, a late penalty shall be added to the annual permit fee and said late fee must be paid before the permit is reinstated. The following fees are hereby established for the indicated food service establishments:

<b>Classification of Establishment</b>	<b>Annual Permit Fee</b>
Category I	\$250.00
Category II	\$200.00
Category III	\$150.00
Catering Permit	\$ 75.00
Day Care Permit	\$100.00
Limited Mobile Food Unit	\$ 75.00
Unrestricted Mobile Food Unit	\$250.00
Restricted Mobile Food Unit	\$200.00
Hazardous Food Variance / Mobile Food Unit	\$25.00
Late Penalty	\$ 100.00

Temporary Food Service Permit:	
First three days	\$ 50.00
Each additional day	\$ 5.00

3. Definitions. The following definitions shall apply to this section:

- a. Category I – Food establishments that require a high frequency of inspection under the Texas Food Establishment Rules may be classified by the regulatory authority as Category I. The term includes a food establishment that prepares, serves, and sells food from raw meats or seafood, extensively handles foods, serves a highly susceptible population, or is subject to one or more other factors that require more frequent inspection. Without limiting the types of food establishments that may be included in this category, examples of Category I food establishments include full service restaurants, fast food restaurants, hospitals, schools, and supermarkets. Category I food establishments shall include food establishments, such as meat markets and seafood markets, that neither 1) prepare meat, seafood or other food for final consumption nor 2) serve meat, seafood or other food already prepared for final consumption.
- b. Category II – Food Establishments that require a moderate frequency of inspection under the Texas Food Establishment Rules may be classified by the Regulatory Authority as Category II. The term includes, without limitation, a food establishment that, with limited food handling, prepares, serves, or sells food from pre-cooked ingredients or from ingredients or utilizes processes with a moderate potential for creating a food-borne hazard. Without limiting the types of food establishments that may be included in this category, examples of Category II food establishments include: Delis, sandwich shops, convenience stores, donut shops, concession stands, and hotel/motel serving breakfast.
- c. Category III– Food establishments that require a low frequency of inspection under the Texas Food Establishment Rules may be classified by the regulatory authority as Category III. The term includes, without limitation, a food establishment that, with limited food handling, sells only

prepackaged foods or prepares, serves, or sells food from ingredients with a low potential for creating a food-borne hazard. Without limiting the types of food establishments that may be included in this category, examples of Category III food establishments include packaged food stores, seasonal food service, produce markets, commissaries, bakeries, and lounges.

- d. Limited Service Mobile Food Units – Mobile food units that require a low frequency of inspection under the Texas Food Establishment Rules may be classified by the regulatory authority as Limited Service Mobile Food Unit. This type of mobile unit, with limited food handling, sells only packaged food from ingredients with a low potential for creating a food-borne hazard. The term includes the following types of mobile food vending operations: (i) Ice Cream Trucks or Push Carts serving packaged, frozen treats that are allowed to drive thru neighborhoods and stop for brief periods of time to serve their product; (ii) Mobile Food Units selling whole fruits and raw vegetables that are allowed to drive thru neighborhoods and stop for brief periods of time to serve their product; (iii) Trucks selling packed frozen steaks, chicken, seafood, and other frozen food permitted to sell products door-to-door and limited to neighborhoods and local businesses; (iv) Mobile Food Units that set up monthly permitted events such as Longview Trades Days.
- e. Restricted Mobile Food Units – Mobile Food Units that require a moderate frequency of inspection under the Texas Food Establishment Rules may be classified by the regulatory authority as Restricted Mobile Food Units. This type of mobile food unit offers only pre-packaged foods and no opened food preparation or handling occurs in the unit. All food items including beverages and condiments in this type of mobile food unit are pre-packaged at an approved food establishment or come pre-packed from an approved source.
- f. Unrestricted Mobile Food Units – Mobile Food Units that require a high frequency of inspection under the Texas Food Establishment Rules may be classified by the regulatory authority as Unrestricted Mobile Food Units. This type of mobile food unit offers only food that is packaged or prepared on the mobile food unit itself.

- g. Hazardous Food Variance – A hazardous food variance is a variance required to allow non-fast cooked food items or refrigerated raw poultry and seafood on the unrestricted mobile food unit.
  - h. Day Care Permit – A day care permit is a permit required for any facility licensed by the State of Texas that serves open food to either adults or children. The term open food refers to everything served, from prepared meals to snacks and drinks.
4. Fee exemptions. A food establishment operated solely by a nonprofit entity shall be exempt from the fees imposed by this section; provided, however, that such an establishment shall in all other respects be subject to the regulations and permit requirements relating to food service establishments. For purposes of this fee exemption, the term “nonprofit entity” shall not include any political subdivision of the State of Texas. The regulatory authority may require any information necessary to determine whether an organization is nonprofit for purposes of this exemption.
5. Fees for food establishment publications. A non-refundable fee must be paid to the City of Longview, Texas, upon submission of a request for food establishment publications as follows:

**Texas Food Establishment Rules \$25.00**

6. Fees for Food Workers’ Training course. A food establishment that is permitted by the City of Longview shall additionally be charged for the Food Workers’ Training course that is provided by the City of Longview. Owners of multiple establishments shall be assessed a pro-rated fee. The fees for this shall be as follows:

<u>Employees</u>	<u>Fee</u>	<u>Additional Establishments</u>
One (1) to Five (5)	\$ 15/person	N/A
Six (6) to Ten (10)	\$ 50	\$ 25
Eleven (11) to Thirty (30)	\$100	\$ 50
Thirty-one (31) to Sixty (60)	\$150	\$ 75
Sixty-one (61) and Above	\$200	\$100

Individuals who are not employed by a food establishment permitted by the City, or by an establishment that is Fee Exempt shall pay a \$15 per person fee for the Food Workers' Training course.

Section 48. **Pool Permit Fees.** That, in accordance with Section 19-134 of the Code of Ordinances of the City of Longview, the fees to be levied and collected in connection with the issuance of a pool permit shall be calculated and determined according to the following schedule:

Application fee	\$ 50.00
Pool permit fee	\$250.00
Late Fee	\$ 100.00

**Fire Department**

Section 49. **Ambulance Service License Fees.** There is hereby imposed a non-refundable application fee of seven hundred fifty dollars (\$750.00) for an application for a license to provide non-emergency ambulance service within the City of Longview. The annual renewal fee for such a license is hereby set at three hundred fifty dollars (\$350.00) or thirty dollars (\$30.00) per ambulance unit, whichever is greater. In addition to the aforementioned charges, there is also hereby imposed a charge of thirty dollars (\$30.00) per hour during which a city inspector must wait on site between inspections; provided, however, that said charge shall be imposed only after the first ambulance unit has been inspected and only for those time periods during which the city inspector is required to wait more than thirty (30) minutes between inspections. In addition to the aforementioned charges there is hereby imposed a re-inspection fee of \$50.00 per ambulance unit for each ambulance unit that fails inspection and has to be inspected again; if more than one re-inspection of the same unit is required, said fee shall be imposed for each additional re-inspection.



Section 50. **Emergency Ambulance Service Fees.** The following schedule of charges for emergency ambulance service provided by the Longview Fire Department Emergency Medical Service is hereby approved and adopted:

1. Mileage:

Charge for each mile of transport from pickup to destination -- \$12.00

2. BLS -- Basic life support -- paramedic (emergency call that requires basic level care) -- \$795.00

Rate charged anytime one or more basic life support procedures are performed and patient is transported to a medical facility

ALS1 – Advanced life support – paramedic (emergency call that requires advanced care) -- \$795.00

Rate charged anytime one or more advanced life support procedures are performed and patient is transported to a medical facility

ALS2 – Advanced life support – paramedic (emergency call that requires a higher level of advanced care) -- \$907.00

Rate charged anytime one or more advanced life support procedures are performed and patient is transported to a medical facility

3. Treatment / No-Transport -- \$175.00

Charged anytime one or more advanced life support procedures are performed and the patient refuses transport to a medical facility

Section 51. **Resident Emergency Ambulance Subscription Service**

**Fee.** The fee for a one-year membership in the City's emergency ambulance subscription service is \$70.00. Individuals who are not residents of the City of Longview are not eligible for this subscription service.

Section 52. **Non-resident Extrication Fee.** The fee for extrication of any person that is not a resident of the City of Longview from entrapment in any motor vehicle is \$400.00.

Section 53. **Hazmat Service Fees.** The Longview Fire Department will

bill for Hazmat services performed in any circumstance at the following rates:

Level 1 (Scheduled Events and Confined Space Standbys)

Level 1 Hazmat Services \$100.00/hour  
(includes one apparatus & two technicians)

Level 1 events require a minimum of 2 hours of billing. The event will be billed in 1-hour increments.

Level 1 events require a minimum of 24 hours notification. An additional \$100.00 charge will be assessed if less than 24 hours' notice is given.

Additional apparatus and/or technicians needed for Level 1 events will be billed at the same rate as provided below.

Equipment and supplies for Level 1 events will incur additional charges as detailed below.

Level 2 (Single-Unit Emergency Response)

Level 2 Hazmat Services \$500.00/hour  
(includes one apparatus & three to four technicians)

Level 2 events will be billed in 1-hour increments.

Additional apparatus and/or technicians needed for Level 2 events will be billed at the same rate as provided below.

Equipment and supplies for Level 2 events will incur additional charges as detailed below.

Level 3 (Multiple-Unit Emergency Response)

Level 3 Hazmat Services \$1,500.00 for the first hour  
(includes three apparatus & eight technicians) \$ 500.00/additional hour

Level 3 events will be billed in 1-hour increments.

Additional apparatus and/or technicians needed for Level 3 events will be billed at the same rate as provided below.

Equipment and supplies for Level 3 events will incur additional charges as detailed below.

Equipment and Supplies/Labor

Additional apparatus	\$ 40.00/hour for each
Additional technicians	\$ 30.00/hour for each
Oil Absorbent Socks	\$100.00/each
BioSolve	\$ 30.00/gallon
Nature Sorb	\$ 30.00/bag
Plug 'n' Dike	\$ 20.00/each
Foam (AFFF)	\$ 20.00/gallon
Additional Apparatus	\$ 60.00/hour
Hazmat Gloves	\$ 15.00/each
Hazmat Suits	\$ 60.00/each

Section 54. **Fire Prevention Code Inspection Fees.** The fees to be levied and collected for annual inspection to ensure compliance with the official fire prevention code of the city shall be as follows:

<b>Day care center</b>	\$75.00
<b>Hospitals</b>	<b>\$ 5.00/bed</b>
Mental Health/M.H.M.R. Facility	\$ 75.00
Nursing Home/Assisted Living Facility	\$250.00
Any mandated inspection not otherwise classified	\$75.00
Follow-up inspection for violations:	
1 <sup>st</sup> and 2 <sup>nd</sup> inspections	no charge
3 <sup>rd</sup> inspection	\$75.00
4 <sup>th</sup> inspection	\$125.00
After hours inspection (2 hour minimum)	\$75.00
Mandatory staff/facility training	\$75.00 or \$7.50 per person (whichever is higher)

The fee for Mandatory staff / facility training may be waived or reduced by the Fire Marshal if, in the judgment of the Fire Marshal, waiver or reduction of the fee is in the public interest because the training provided primarily benefits the general public.

As used in this section, the term "Group I (institutional) and R4 Occupancies" shall mean any entity defined as a Group I occupancy or as an R4 occupancy by the fire code of the City of Longview, including without limitation hospitals, nursing homes, jails and assisted living facilities.

As used in this section, "Any mandated inspection not otherwise classified" includes any required fire safety inspection of any entity that is not otherwise classified under this section, whether said inspection is required by state, federal, or local law, by an accreditation or licensing entity, by an insurer, or by any other entity. The term includes, without limitation, Foster care (both child and adult), Department of Mental Health and Mental Retardation facilities, etc.

As used in this section, the term "After hours inspection" includes any inspection performed outside the hours of 8:00 AM to 5:00 PM local time. The term also includes any inspection performed on a city holiday and any inspection performed on Saturday or Sunday.

As used in this section, the term "Mandatory staff / facility training" includes any fire safety training which is required by federal, state, or local law, by an accreditation or licensing entity, by an insurer, or by any other entity that requires the employees being trained to have "in service" fire safety training.

Section 55. **Burn Permit Fee.** That a non-refundable fee must be paid to the City of Longview, Texas, for each operational permit for the kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground. Said fee will be separate and exclusive of any other fees established and required by the City of Longview for any other related or unrelated permits or services. Said fee must be submitted before the issuance of any permit of the aforesaid type and is hereby established at \$150.00 per day. The following are hereby exempted from payment of the burn permit fee established by this section:

1. Cooking fires
2. Recreational fires
3. Ceremonial fires
4. Warming fires

Section 56. **Required operational permits.** There is hereby imposed a non-refundable fee of \$75.00 per day for each application for an operational permit under the authority of Section 105.6 of the 2003 International Fire Code (IFC).

Section 57. **Fire Alarm Service Fee.** As authorized by Section 40-86 of the Longview City Code, there is hereby imposed a service fee of \$250.00 for the 5<sup>th</sup> false alarm at an alarm site in the same calendar year and for each subsequent false alarm occurring at the same alarm site during the remainder of the calendar year.

Section 58. **Fire Alarm Permit Fee.** Pursuant to Section 40-83 of the Longview City Code, there is hereby imposed a nonrefundable alarm permit fee of \$10.00 to be charged in accordance with said section.

Section 59. **Fire Flow Verification Fee.** There is hereby imposed a non-refundable fee that must be paid to the City of Longview, Texas, for conducting the inspections and testing necessary to verify fire flow at a particular location. Said fee will be in addition to and separate and exclusive of any other fees established and required by the City of Longview for a building permit or for any other related or unrelated permits or services. Said fee is hereby established at \$150.00 per fire flow verification.

## **General**

Section 60. **Return Payment Fee.** In accordance with Section 3.506 of the Texas Business and Commerce Code, a return payment fee of \$30 will be charged to any customer of any City department for a return payment, whether the payment was

made by check, by other written format, by ACH payments, or by other means. The customer will be subject to the return payment fee where any payment is returned to the department by the bank. The reason for a payment return may include, but is not limited to, the following:

- 1 insufficient funds
- 2 closed or frozen bank accounts
- 3 stop payment request at the bank
- 4 unauthorized payment reported to bank or card holder
- 5 fraudulent or suspicious activity reported by bank or card holder
- 6 incorrect account and/or routing numbers

## **Housing & Community Development**

Section 61. **Re-issued Check Fee.** There is hereby imposed a non-refundable fee of \$5.00 that must be paid to the City of Longview, Texas, for each Housing and Community Development check that is issued to replace a previously issued check that was not cashed or deposited.

Section 62. **Optional inspection fees** There is hereby imposed an optional, non-refundable fee for pre-inspections and move-out/vacate inspections. Said optional inspection fee(s) does not replace any required inspections as mandated in accordance to HUD 24 CFR 982.405. The optional inspection fee is based on the number of bedrooms in the unit being inspected and the fee shall be as follows:

Inspection Type	Fee
Pre-inspection 0-2 bedroom unit	\$50.00
Pre-inspection 3-4 or more bedroom	\$75.00

unit	
Pre-inspection 5-6 bedroom unit	\$100.00
Move out/Vacate inspection 0-2 bedroom unit	\$100.00
Move out/Vacate inspection 3-4 bedroom unit	\$125.00
Move out/Vacate inspection 5-6 bedroom unit	\$150.00

## **Geographic Information Systems**

Section 63. **Map Publications.** There is hereby imposed a fee for pre-existing map publications that have already been created. Map publications that are not currently created will have a fee imposed of the actual cost. A non-refundable fee must be paid to the City of Longview, Texas, upon submission of a request for GIS publications as follows:

Pre-Existing Standard 42”X42” Map without Aerial Photos	\$12.00
Pre-Existing Standard 42”X42” Map with Aerial Photos	\$16.00
Pre-Existing Standard 60”X60” Map without Aerial Photos	\$20.00
Pre-Existing Standard 60”X60” Map with Aerial Photos	\$28.00
Pre-Existing Map Books	\$20.00
Other requests	Actual cost

Section 64. **GIS Data.** There is hereby imposed a fee for subsets of GIS data. A non-refundable fee must be paid to the City of Longview, Texas, upon submission of a request for GIS data as follows:

- |    |                    |                  |
|----|--------------------|------------------|
| 1. | Data Subset (CD-R) | \$25.00 per hour |
| 2. | Data Subset (DVD)  | \$25.00 per hour |

Section 65. **Training Services.** There is hereby imposed a fee for ESRI Authorized Training Services. A non-refundable fee must be paid to the City of Longview, Texas, upon submission of a request for GIS Training Services as follows:

ESRI Authorized Training	\$450.00 per student per day or \$4500.00 per day for an entire class of up to 12 students
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## **Library**

Section 66. **Overdue book / DVD/BLU-RAY fees.** There is hereby imposed a fee for overdue books. Said fee is hereby set at \$0.25 per day per book for each day or part of a day during which the book is overdue; provided, however, that said fee shall not exceed a total of \$20.00 per such book in any one occurrence. There is hereby imposed a fee for overdue DVD/BLU-RAYs. Said fee is hereby set at \$2.00 per day per DVD/BLU-RAY for each day or part of a day during which the DVD/BLU-RAY is overdue; provided, however, that said fee shall not exceed a total of \$20.00 per such DVD/BLU-RAY in any one occurrence. There is hereby imposed a fee for overdue interlibrary loan materials. Said fee is hereby set at \$0.50 per day per interlibrary loan material for each day or part of a day during which the interlibrary loan material is overdue; provided, however, that said fee shall not exceed a total of \$20.00 per such interlibrary loan material in any one occurrence. In addition to any fee for overdue materials, there is hereby imposed a material recovery fee on each patron who has failed to pay any fee owed under this section for a period of sixty (60) or more days. Said material recovery fee is hereby set at \$10.00 per instance in which such a patron has failed to pay such fees. Each instance in which a patron has paid all fees owed under this section and then incurs new fees under this section that are not paid within



the required 60-day period shall be considered a separate instance for which another material recovery fee is imposed. For purposes of this section, a book, DVD/BLU-RAY or interlibrary loan material is overdue when the book, DVD/BLU-RAY or interlibrary loan material is not returned on or before the Longview Public Library's close of business on the date on which the book, DVD/BLU-RAY, or interlibrary loan material is required to be returned under the rules and procedures adopted by the City Manager or the City Manager's designee for the operation of the Longview Public Library. For purposes of this section, the term "book" shall include any book, book on compact disk and/or book in any other form that is owned by or under the control of the Longview Public Library but shall not include any interlibrary loan material. For purposes of this section, the term "DVD/BLU-RAY" shall refer to a Digital Versatile/Video Disc, a digital medium on which audio, video, photographic images, or data are stored that is owned by or under the control of the Longview Public Library. For purposes of this section, the term "interlibrary loan material" shall include any item, other than a video, that is on loan to the Longview Public Library from another library.

Section 67. **Proctor fee.** There is hereby imposed a fee for the administration, observation, or supervision of a test or exam on behalf of an educational institution; a board, agency, or association responsible for professional licensing or certifications; a government agency; or any other entity. Said fee is hereby set at \$30.00 per examination event.

Section 68. **Lost Library Card Fee.** There is hereby imposed a fee for lost library cards. Said fee is hereby set at \$5.00 per lost card per incident.

Section 69. **Print/Copy Card Fees.** Patrons who wish to print from the computers or make copies of materials may do so by adding a print deposit to their library card. There are no refunds on print/copy deposits. The fee is \$0.25 for each black and white print or copy and \$0.75 for each color print or copy.

Section 70. **Testing Materials; Select Series and Various Disney Movies Deposit.** Practice testing materials such as defensive driving book, SAT books, nursing practice books, etc. require a cash or check deposit of \$20.00. Additionally, selected Disney movies and popular series require a cash or check deposit of \$20.00. These deposits are refunded upon the return of the material or applied to an outstanding balance.

Section 71. **Flash Drives.** When available, patrons needing to save computer generated files can purchase a flash drive for \$10.00.

Section 72. **Lost or Damaged Materials Fees.** Patrons are responsible for the replacement cost for lost or damaged materials. The fee is the retail list price of the material. If a material is returned with a missing disc, there is a fee of \$10.00 for the missing item. Additionally, the patron must pay any repair and/or processing fees necessary to return damaged materials to their former condition.

Section 73. **Headphones Fee.** Patrons may purchase disposable headphones for use with the Library public computers for a fee of three dollars (\$3.00). Refunds are not available for disposable headphones.

Section 74. **Book Bags.** Patrons may purchase book bags for a fee of two dollars (\$2.00). Refunds are not available for book bags.

Section 75. **Information Packets.** Patrons may purchase information packets for a fee of six dollars (\$6.00). Refunds are not available for information packets.

## **Municipal Court**

Section 76. **Parking Validation Stamp Fee.** In accordance with Section 97-133 of the Longview City Code, each merchant operating a business within a two-hour parking zone may submit an application for a parking validation stamp. The merchant shall pay a non-refundable fee of \$35.00 annually for said stamp.

Section 77. **Teen Court Fee.** In accordance with Section 28-8 of the Longview City Code, each person who requests a teen court program shall pay a non-refundable fee of \$20.00 as provided by Article 45.052 of the Texas Code of Criminal Procedure, as amended to cover the costs of administering the teen court program, and said fee shall be deposited in the municipal treasury. In addition to said fee and also in accordance with Section 28-8 of the Longview City Code, each person who requests a teen court program shall pay a non-refundable fee of \$20.00 as provided by Article 45.052 of the Texas Code of Criminal Procedure to cover the cost to the teen court for performing its duties under the teen court program. The municipal court shall pay the fee to the teen court program, and the teen court program must account to the municipal court for the receipt and disbursement of the fee. Both of said fees (a total of \$40.00) shall be assessed in each case filed after the effective date of this section for each person requesting teen court. Anything to the contrary in this resolution notwithstanding, this section shall be effective immediately from and after passage of this resolution.

Section 78. **Security Fee.** In accordance with Section 28-12 of the Longview City Code, each person convicted of a misdemeanor offense in the City Municipal Court (unless exempted as described in Section 28-13 of the Longview City Code) shall pay a non-refundable fee of \$3.00 to fund the municipal court building security fund. A person is considered convicted, whether upon a finding of guilt in open

court, or by plea of guilty or nolo contendere (by mail or otherwise), or by payment of a fine for a moving traffic violation or other violation punishable by fine only (thereby constituting a finding of guilt in open court and a plea of nolo contendere), if: a sentence is imposed on the person; the person receives community supervision, including deferred adjudication; or the court defers final disposition of the person's case.

Section 79. **Technology Fee.** In accordance with Section 28-16 of the Longview City Code, each person convicted of a misdemeanor offense (as described in Section 28-18 of the Longview City Code) in the City Municipal Court (unless exempted as described in Section 28-19 of the Longview City Code) shall pay a non-refundable fee of \$4.00 to fund technological advances in said court.

Section 80. **Collection Service Fee.** In accordance with Section 28-22 of the Longview City Code, a collection fee in the amount of 30 percent shall be charged to defendants convicted of misdemeanor offenses as provided in Article 103.0031 of the Texas Code of Criminal Procedure, as amended. The collection fee does not apply to a case that has been dismissed by a court of competent jurisdiction or to any amount that has been satisfied through time-served credit or community service.

Section 81. **Processing Fee.** In accordance with Local Government Code Section 132.002 and 132.003, a processing fee in the amount of 3 percent shall be paid by each person that makes payment by credit card of a fee, fine, court cost, or other charge via the on-line internet payment method. The processing fee shall be deposited into the municipal general fund and used to cover the cost of processing the payment by credit card.

Section 82. **Administrative Fee for Failure to Appear or Failure to**

**Pay.** There is hereby imposed a fee pursuant to Texas Transportation Code Section 706.006, as said section may from time to time be amended. Said fee shall in all respects comply with all applicable provisions of Chapter 706 of the Transportation Code and other law, including without limitation any provisions establishing the amount, disposition, use, and/or collection of said fee. The amount of said fee shall be the maximum amount allowed by Texas Transportation Code Section 706.006, as said section may from time to time be amended.

Section 83. **Other Fees.** The Court Clerk, with the permission of the City Manager, is authorized to establish or collect any and all other fees authorized by state statute.

**Parks and Recreation**

Section 84. **Aquatic Activity Fees.** The fees to be levied and collected in connection with aquatic activities and programs shall be as follows:

Swimming Pool Rentals (2-hour minimum) plus staff salaries \$100.00 refundable security deposit	\$50.00/hour
Outdoor Swimming Pool General Admission	
Resident Fee	
Longview Swim Center and Ingram Pool	\$2.00/Child \$3.00/Adult
Non Resident	\$3.00/Child \$4.00/Adult
Longview Swim Center and Ingram Pool Annual Passes	
Child	\$ 50.00
Adult	\$ 75.00
Family (all persons residing in one house)	\$100.00
Daycare (1-25 children)	\$250.00
Daycare (26-50 children)	\$300.00
Daycare (51-75 children)	\$350.00

Daycare (76-100 children)	\$400.00
Daycare (101+ children)	\$450.00

Section 85. **Athletic Field Fees.** The fees to be levied and collected in connection with rental of athletic fields and the use of athletic field lights shall be as follows:

<b>Athletic Complexes</b>	<b>Field Rental</b>	<b>Field Max</b>	<b>Light Fee</b>	<b>Security Deposit</b>
<u>Class A Fields:</u> Lear and Spring Hill	\$40/hour	\$160/day	\$35/hour	\$200
<u>Class B Fields:</u> McWhorter East, Timpson, Womack, Hinsley	\$30/hour	\$120/day	\$35/hour	\$200
<u>Class C Fields:</u> McWhorter West, Broughton, Stamper and Lloyd Walker	\$20/hour	\$80/day	\$35/hour	\$200

Note:  
Special pricing for UIL Play-offs or Special Play-offs: \$250 for 1<sup>st</sup> game and \$150 for subsequent games.

For purposes of this resolution, the term “Athletic Fields” includes the athletic fields located at Broughton Park, Hinsley Park, Lear Park, Lloyd Walker Park, McWhorter Park, Spring Hill Park, Timpson Park, Stamper Park, and Womack Park.

Section 86. **Cancellation/Schedule Change Fees.** The entity reserving any Athletic Fields will be responsible for checking the accuracy of any playing schedule issued by the Parks and Recreation Department (the “department”). Any cancellation or

schedule changes requested for any playing schedule after the department has issued final confirmation of the schedule must be submitted to the department in writing two (2) business days in advance of the change. Any adjustment to the day, time or assigned field will be considered a change. There is hereby imposed a fee for any such requested change that is approved. Said fee will be in the amount of \$25.00 plus \$5.00 refund processing fee. Cancellations or scheduling changes due to inclement weather are exempt from said fee.

Section 87. **Facility Fees.** The fees to be levied and collected in connection with the rental of city parks and other recreation facilities shall be as follows:

Harvey Johnson Community Center	\$25.00/hour (2-hour minimum) Plus staff salaries \$100.00 security deposit
Panther Park Community Center	\$25.00/hour (2-hour minimum) Plus staff salaries \$100.00 security deposit
Stamper Park Resource Center	\$25.00/hour (2-hour minimum) Plus staff salaries \$100.00 security deposit
Green Street Recreation Center	\$25.00/hour (2-hour minimum) Plus staff salaries \$100.00 security deposit
Green Street Recreation Center Kitchen	\$40/event (when GSRC is rented)
Broughton Center Classrooms/Lobby	\$25.00/hour (2-hour minimum) Plus staff salaries



	\$100.00 security deposit
Broughton Center& PMJRC Gym	\$40.00/hour (3-hour minimum) Plus staff salaries \$100.00 security deposit
Teague Park Amphitheater	\$15.00/hour (2-hour minimum) \$100.00 security deposit
Heritage Plaza	\$15.00/hour (2-hour minimum) \$100.00 security deposit
The Green	\$15.00/hour (2-hour minimum) \$100.00 security deposit
Park / Facility Parking Lots	\$55.00/day \$200.00 security deposit
Facility Towable Bleachers	\$100/ non-City Sponsored event within City limits. Plus staff salaries and Mileage for outside City Limits.
Facility Towable Lights	\$100/day + refill fuel non-City Sponsored event within City limits.

<b>Pavilions</b>	<b>Resident Rental</b>	<b>Non-Resident Rental</b>	<b>Availability</b>
Class A:			
Mann	\$15/hour	\$22/hour	2 hour max
Kidsview	\$15/hour	\$22/hour	2 hour max
McWhorter	\$15/hour	\$22/hour	6am-11pm
(per section)	\$60 daily max	\$120 daily max	6am-11pm
Class B:			
Broughton W.	\$10/hour	\$15/hour/\$75daily max	6am-11pm
Lois Jackson	\$10/hour	\$15/hour/\$75daily max	6am-11pm

Spring Hill Park	\$10/hour	\$15/hour/\$75 daily max	6am-11pm
Stamper Park	\$10/hour	\$15/hour/\$75 daily max	6am-11pm
Teague N.	\$10/hour	\$15/hour/\$75 daily max	6am-Sunset
Teague S.	\$10/hour	\$15/hour/\$75 daily max	6am-Sunset

Class C:

Akin	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Birdie	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Bennie Jackson	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Broughton E	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Flewellen	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Hinsley	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Ingram 1	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Ingram 2	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Panther	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Patterson	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Pinewood	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Rollins	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Rotary	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
S. Ward	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
Willow	\$5/hour	\$10/hour/\$50 daily max	6am-11pm
(per section)	\$20 daily max	\$50 daily max	

Note: the Large Pavilion at the Mann Splash Pad may not be reserved / rented.

All fees (if applicable) are due prior to receiving a confirmed reservation.

Section 88. **Recreation Fees.** The City Manager or the City Manager's designee is hereby authorized to establish the amount of fees to be charged to recreation participants. The amount of said fees shall be based on the City's cost of providing instruction, materials, supplies, equipment and facilities for the relevant event or activity and may vary from event to event or activity to activity based on the applicable costs to the City. The City's costs may include but are not limited to the costs of providing instructors, facilities, materials, supplies, equipment and administrative services (including, without limitation, marketing). The fees established by the City Manager or the City Manager's designee shall be based on the following

and shall not exceed the amounts set forth in this section.

Based on Instructor(s), facilities and equipment requirements on a per person basis	maximum \$1500
Late Registration Fee	maximum \$15

Section 89. **Player Fee.** There is hereby imposed a fee for each participant for all sports for certified sports organizations. Said fee shall be charged once per season for each such participant and shall be as follows:

- |               |                                     |
|---------------|-------------------------------------|
| 1. Baseball   | \$10.00 per participant, per season |
| 2. Basketball | \$5.00 per participant, per season  |
| 3. Football   | \$5.00 per participant, per season  |
| 4. Soccer     | \$5.00 per participant, per season  |
| 5. Softball   | \$10.00 per participant, per season |
| 6. Swim Team  | \$5.00 per participant, per season  |
| 7. Track      | \$5.00 per participant, per season  |

Fees are due in the office of the Parks and Recreation Department no later than two weeks following the first regularly scheduled league game of each season.

Any entity that fails to pay any fee by the deadline set forth in this section will not be permitted the use of City of Longview facilities for practices, league play or tournaments until the entity has paid in full all outstanding fees due under this section.

Additionally, the Director of Parks and Recreation, or the director's designee, may require partial or full payment of fees in advance for any entity with a history of late payment of the fees imposed under this section.

Section 90. **Vendor Permit Fee.** A Vendor Permit is issued to individuals or entities seeking to utilize Park Property for the purpose of generating revenue. This

includes but is not limited to selling items, collecting fees for an event, requesting/soliciting donations, holding classes or camps. This process does not apply to activities on athletic fields. Organizations providing legal proof of non-profit status must request the appropriate permits but fees may be waived. The fees to be levied and collected in connection with a park vendor permit for "For-Profit" individuals or entities shall be as follows:

For-profit agency or individual                      \$50.00/day

Section 91. **Concession Fee.** Concession fees are paid by approved concessionaires to operate concession stands at designated athletic facilities: Lear Park (Softball Fields 5-8, Baseball and Soccer); McWhorter Park; Hinsley Park; Spring Hill Park; and Timpson Park. The fee to operate a concession is \$4.00 per game.

Section 92. **Mobile Food Units Permitted to Operate in Designated Parks.** A Mobile Food Unit Permit is issued to mobile food unit operators seeking to utilize park property for the purpose of generating revenue. A mobile food unit permit will be granted only when the City Manager or the City Manager's designee has determined that the products or services offered will provide an enhancement to the park. Permit period is from first date of permit through December 31 of the same calendar year and is limited to the season and hours of operation specified.

Mobile Food Unit Fee                                      \$50 / unit / day

Park Access Fee    \$500 / unit / year

Concession Review Fee                                      \$100

Section 93. There is hereby imposed a Concession Stand Fee of \$50 per day to be charged to each mobile food unit operating in a park on a day when a

concession stand operated by a youth sports association is open in that park. The City Manager or the City Manager’s designee is hereby authorized and directed to collect said Concession Stand Fee and remit the proceeds to the youth sports association operating the concession stand. If there is more than one concession stand operated by a youth sports association open in the same park on the same day a mobile food unit is operating in that park, proceeds from the Concession Stand Fee will be divided equally among said youth sports associations.

**Parks and Recreation Department: Longview Recreation Association Fund**

Section 94. **Athletics.** The City Manager or the City Manager’s designee is hereby authorized to establish the amount of fees to be charged to teams and individuals participating in sports using City facilities. The amount of said fees shall be based on the City’s cost of providing labor, materials, and facilities for the relevant event or activity and may vary from event to event or activity to activity based on the applicable costs to the City. The City’s costs may include, but are not limited to, the costs of providing instructors, safety personnel, referees, maintenance and administrative services, facilities, materials, and equipment. The fees established by the City Manager or the City Manager’s designee shall be based on the following categories and shall not exceed the amounts set forth in this section:

**Team Sports**

Adult Team Sports	\$maximum \$70 per game
Youth Team Sports	\$maximum \$70 per game

The Texas Amateur Athletic Federation (TAAF) Fee shall equal the applicable fee paid to the TAAF.

Late Fee	maximum \$100 per team
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**Per Person Athletic Registration**

Adult Sports	maximum \$150 each
Youth Sports	maximum \$150 each
TAAF Fee	maximum \$5 each
Late Fee	maximum \$15 each

Softball Fees (miscellaneous)  
Outfield Sign Sponsorships

The City Manager or the City Manager's designee is hereby authorized to establish the amount of fees to be charged for sign sponsorships up to a maximum of \$500 per sign. The amount charged for a sign sponsorship shall be rationally related to the number and location of the signs sponsored.

Section 95. **Recreation Center Memberships.** The City Manager or the City Manager's designee is hereby authorized to establish the amount of fees to be charged to individuals, families or eligible groups for membership fees at the Broughton Recreation Center, Green Street Recreation Center and/or the Paula Martin Jones Recreation Center. The amount of said fees shall be based on the City's cost of providing labor, materials, equipment and facilities for the relevant membership and may vary based on the applicable costs to the City. The City's costs may include, but are not limited to, the costs of personnel, equipment, supplies, and administrative services. The fees established by the City Manager or the City Manager's designee shall be based on the following and shall not exceed the amounts set forth in this section:

Per Person Based on Category	maximum \$500
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Section 96. **Recreation Class Fees.** The City Manager or the City Manager's designee is hereby authorized to establish the amount of fees to be charged to recreation class participants. The amount of said fees shall be based on the City's cost of providing instruction, materials, supplies, equipment and facilities for the relevant event or activity and may vary from event to event or activity to activity based on the applicable costs to the City. The City's costs may include but are not limited to the

costs of providing instructors, facilities, materials, supplies, equipment and administrative services (including, without limitation, marketing). The fees established by the City Manager or the City Manager’s designee shall be based on the following and shall not exceed the amounts set forth in this section.

Based on Instructor(s), facilities and equipment requirements on a per person basis	maximum \$1500
Late Registration Fee	maximum \$15

Section 97. **Aquatics** The City Manager or the City Manager’s designee is hereby authorized to establish the amount of fees to be charged to participants utilizing the City’s Instructional Aquatic Program. The amount of said fees shall be based on the City’s cost of providing labor, materials, and facilities for the relevant class and may vary from activity to activity based on the applicable costs to the City. The City’s costs may include but are not limited to the costs of providing instructors, lifeguards, administrative services, facilities, materials, equipment and supplies. The fees established by the City Manager or the City Manager’s designee shall be based on the following categories and shall not exceed the amounts set forth in this section.

Aquatic Certification Courses (CPO, Lifeguarding, Instructor & Instructor Trainer Courses)	maximum \$600 per person
Learn-To-Swim, public (Basic to Advanced Group Instruction)	maximum \$150 per person
Learn-To-Swim, private (Basic to Advanced Private or Semi-Private Lessons)	maximum \$400 per person
Late Fee	maximum \$15

Section 98. **Sports Tourism** The City Manager or the City Manager’s designee is hereby authorized to establish the amount of fees to be charged in support of the Sports Tourism Program. The amount of said fees shall be based on the City’s cost of providing labor, materials, and facilities for the relevant event or activity and may vary from event to event or activity to activity based on the applicable costs to the City.

The City's costs may include, but are not limited to third party sanction fees, officials, awards, equipment, facilities, supplies, personnel, insurance, and administrative costs. The fees established by the City Manager or the City Manager's designee shall be based on the following categories and shall not exceed the amounts set forth in this section.

Gate / Entrance Fees	maximum \$150 (varies per person /family / team)
Tournament Registration	maximum \$1500 per event
Section 99. <b>Concession Stand Fee</b>	In accordance with the Longview

Parks and Recreation Department Concession Policy originally adopted by the Longview City Council in Resolution No. 3925, the City Manager or the City Manager's designee is authorized to develop an equitable fee schedule for concession facilities subject to said policy. As described in said policy, said fee schedule will be based on a competitive selection process and the minimum acceptable fee for the right to operate a concession is \$4.00 per game.

Section 100. **Concession Operations** The City Manager or the City Manager's designee is hereby authorized to establish the amount of fees to be charged to for items (food, beverage and personal use) sold in city-operated concession stands.

Per Item Fee	maximum \$15.00
Section 101. <b>Special Events</b>	The City Manager or the City Manager's

designee is hereby authorized to establish the amount of fees to be charged to individuals or groups participating in city-sponsored / city-provided special events. The amount of said fees shall be based on the City's cost of providing labor, materials, and facilities for the relevant event or activity and may vary from event to event or activity to activity based on the applicable costs to the City. The City's costs may include, but are



not limited to, the costs of providing personnel, facilities, transportation, materials, supplies and equipment. The fees established by the City Manager or the City Manager's designee shall be based on the type of event, the duration of the activity, the number of participants and other applicable criteria. Examples of Special Events: Field trips to zoos, gardens, cultural activities; city organized birthday party packages at city facilities, admission fees for special events such as Haunted Houses etc.

Field Trips, Birthday Parties etc. maximum \$250 per person

Section 102. **Cancellation Fee Policy** All areas: A full refund of registration fee is given if the City cancels or reschedules a class. If a participant cancels at least 48 hours before the class begins, a full refund less a \$10 cancellation fee is charged. If the participant cancels within 48 hours before the class begins or after class begins, no refund will be given (unless for documented medical reasons where a prorated refund will be given, based on class hours.).

**Planning and Zoning**

Section 103. **Abandonment of Right-of-Way/Easement Fees.** The fees to be levied and collected in connection with the abandonment of right-of-way/easement shall be as follows:

Application fee	\$635.00
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Section 104. **Plat-related Fees.** A non-refundable fee must be paid to the City of Longview, Texas, upon submission of an application related to subdivision plat or replat approval and filing as follows:

Pre-submission Proposal	\$307.00 + \$ 1.00 per lot
Plat	\$307.00
Pre-submission Proposal for Replat	\$307.00
Replat	\$307.00
Plat Vacation (including filing fee)	\$232.00
Final plat recording in Gregg County	\$16.00

Final plat recording in Harrison County	\$75.00 filing fee + \$4.00 for each page after the first page including tax certificates.
Plat Variance	\$232.00

Section 105. **Site Plan Review Fees.** A non-refundable fee must be paid to the City of Longview, Texas, upon submission of an application for site plan review as follows:

Site Plan Review	\$307.00
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Section 106. **Zoning Change Requests and Zoning Permits.** A non-refundable fee must be paid to the City of Longview, Texas, upon submission of an application for zoning change requests as follows:

1. Basic Rezoning Application	\$307.00
2. Planned Development Application	\$307.00
3. Board of Adjustment Application/ Variance	\$307.00
4. Specific Use Permit Application	\$307.00
5. Historic Overlay District Application	\$420.00
6. Historic Landmark Application	\$420.00
7. Certificate of Appropriateness Application	\$307.00

Section 107. **Zoning Publications.** A non-refundable fee must be paid to the City of Longview, Texas, upon submission of a request for zoning publications as follows:

1. Zoning Ordinance (bound copy with explanatory charts)	\$ 27.00
2. Zoning Verification Letter	\$ 27.00
3. Site Verification Fee	\$ 50.00
4. Future Land Use Plan	\$ 20.00
5. Shared Parking Agreement	\$200.00

Section 108. **Temporary Outdoor Vendor Permit Fee.** Every application for a Temporary Outdoor Vendor Permit to be issued under the authority of Chapter 67 of the Longview City Code shall be accompanied by payment of a permit fee of \$75.00 for each location for each time specified.

Section 109. Annexation (Voluntary) Fee. Every application for property owner requested voluntary annexation will be accompanied by a fee of \$307.00

**Police Department**

Section 110. **Accident Report Fee.** The fee for a copy of an accident report shall be the maximum fee allowed by Texas law. In accordance with Texas Transportation Code Section 550.065, such a report may be certified by the Chief of Police or the chief's designee for an additional fee of \$2.00.

REMOVE 94-96 PER RESOLUTION 4661 FROM 12-12-13Section 95.

**Door-to-Door Solicitor Permit Fee.** There is hereby imposed a fee of \$10.00 for the issuance of a Door-to-Door Solicitor permit under the authority of Chapter 67 of the Longview City Code.

Section 111. **Escort Fee.** Each person requesting that the Longview Police Department provide a police officer to escort a funeral procession, to escort the moving of a house, heavy equipment, or other large object, or to escort any other procession, object, or group shall pay a fee of \$50.00 for each hour or part of an hour that a police officer is assigned to escort the procession, object, or group. The person shall pay said fee for each officer so assigned, and a minimum of two officers shall be required to be assigned to such an escort.

Section 112. **Fingerprinting Fee.** In accordance with Section 80.001 of the Texas Human Resources Code, there is hereby established a fee for fingerprinting services to be provided by the Longview Police Department, the amount of said fee to be \$10.00 per fingerprint card.

Section 113. **Parade Permit Fee.** In accordance with Chapter 79 of the Code of Ordinances which regulates outdoor events and parades, a non-refundable

filing fee in the amount of fifty dollars (\$50.00) must be submitted with the application for permit for each parade held within the jurisdiction of the City of Longview. Said filing fee will be separate and exclusive of any other fees established and required by the City of Longview for related permits or services. The following are hereby exempted from payment of said fee:

1. The City of Longview
2. Any non-profit organization which currently has a non-profit or charitable organization designation by the Internal Revenue Service, when the event is organized and controlled by the non-profit organization, with all profits used exclusively for the benefit and declared purposes of the non-profit organization.

Section 114. **Secondhand Dealer License Fee.** In accordance with Section 70-62 of the Longview City Code, the annual license fee for second-hand dealers is hereby established at \$25.00.

Section 115. **Secondhand Jewelry and Precious Metals Permit Fee.** The fee for the issuance of a regular permit for the business of buying or trading for used jewelry, money, silverware or precious metal in accordance with Chapter 76 of the Longview City Code shall be \$20.00. The fee for the issuance of a temporary permit for such business shall be \$10.00.

Section 116. **Metal Recycling Licensing Fee.** In accordance with Section 70-94 of the Longview City Code, the annual fee for metal recycling license shall be fifty dollars \$50.00.

Section 117. **Credit Access Business Fee (“Payday Lending”).** In accordance with Section 20-6 of the Longview City Code, the annual fee for a certificate of registration of a credit access business is hereby established at \$20.00.

Section 118. **Taxi Driver’s Permit Fee.** Every application for a transportation service driver’s license (as required under Section 103-38 of the Code of Ordinances of the City of Longview, Texas) shall be accompanied by payment of a fee of ten dollars (\$10.00).

Section 119. **Sexually-Oriented Business Fees.** In accordance with Section 58-119 of the Longview City Code, the annual fee for a sexually-oriented business license is hereby set at \$500.00. In accordance with Section 58-119 of the Longview City Code, each employee of a sexually-oriented business shall pay a \$50.00 annual fee with each sexually-oriented business application.

## **Public Safety Communications**

Section 120. **E9-1-1 Fee.** That the E9-1-1 Fee imposed on each access line by Article III to Chapter 95 of the Longview City Code shall be as follows:

<u>Type of Access Line</u>	<u>Fee Amount</u>
Voice Over Internet Protocol	\$0.90 per access line per month
Residence	\$0.90 per access line per month
Business	\$1.60 per access line per month
Trunk	\$2.25 per access line per month

For purposes of this section, the terms “access line” and “E9-1-1 Fee” shall have the meanings assigned to them in Article III to Chapter 95 of the Longview City Code.

## **Public Works**

Section 121. **Commercial garbage collection rates inside City.** That, for commercial customers of the City that are located inside the corporate limits of the City, the fair and reasonable rates for the collection and removal of commercial garbage

and trash as specified in Section 49-9 of the Code of Ordinances of the City of Longview, Texas, shall be as follows:

Commercial Garbage Service - Weekly garbage and recycling service, including the use of a 95 gallon garbage cart and 95 gallon recycling cart is available to commercial customer for a monthly fee of \$29.81. Additional carts are available for a monthly fee of \$7.50 for each garbage cart and \$5.00 for each recycling cart.

Bulky item collections are available to commercial customers for a fee of \$100 to dispose of up to four (4) cubic yards. For amounts over four (4) cubic yards an additional fee of \$50 will be charged for each 0-4 cubic yards.

In addition to any charges imposed in this resolution, each commercial customer shall pay any fuel charge established by ordinance for the collection of garbage.

Section 122. **Commercial garbage collection rates outside City.** That, for commercial customers of the City that are located outside the corporate limits of the City, the fair and reasonable rates for the collection and removal of commercial garbage and trash as specified in Section 49-9 of the Code of Ordinances of the City of Longview, Texas, shall be double the rates specified in this resolution for commercial customers of the City that are located inside the corporate limits of the City. In addition to any charges imposed in this resolution, each commercial customer shall pay any fuel charge established by ordinance for the collection of garbage.

Section 123. **Garbage service late charge.** That if any bill for refuse (garbage and trash) collection service is not paid on or before the date the same is due

and payable, a late charge of ten percent of the total amount of charges on such bill for said services, or \$1.50, whichever is greater, shall be added thereto.

Section 124. **Residential garbage collection rates inside City.** That, for residential customers of the City that are located inside the corporate limits of the City, the fair and reasonable rates for the collection and removal of garbage, recycling, yard waste, and bulky items as defined in the Sanitation Administrative Regulations. (exclusive of that referred to in Sections 49-12, 49-13, and 49-14 of the Code of Ordinances of the City of Longview, Texas) for each family unit using or occupying any building, house or structure or part thereof for residential purposes shall be \$15.95 per month. Residential customers are provided use of a 95 gallon garbage cart and a 95 gallon recycling cart. Additional carts are available for a monthly fee of \$5.00 for each garbage cart and \$3.00 for each recycling cart. Garbage and recycling collection is provided once a week. Residential customers are also provided four (4) bulky item collections of eight (84) cubic yards per year as a part of their basic service. . Additional bulky item collections are available for a fee of \$50 to dispose of up to four (4) cubic yards. For amounts over four (4) cubic yards an additional fee of \$25 will be charged for each 0-4 cubic yards. In addition to any charges imposed in this resolution, each residential customer shall pay any fuel charge established by ordinance for the collection of garbage.

Section 125. **Residential garbage collection rates outside City.** That, for residential customers of the City that are located outside the corporate limits of the City, the fair and reasonable rates for the collection and removal of garbage, trash and small quantities of brush (exclusive of that referred to in Sections 49-12, 49-13, and 49-

14 of the Code of Ordinances of the City of Longview, Texas) for each family unit using or occupying any building, house or structure or part thereof for residential purposes shall be double the rates specified in this resolution for residential customers of the City that are located inside the corporate limits of the City. In addition to any charges imposed in this resolution, each residential customer shall pay any fuel charge established by ordinance for the collection of garbage.

Section 126. Cart Return Fee - That, for residential customers where a cart has been reported and verified as being located curbside other than the day of collection and all corrective actions as outlined in the Sanitation Collection Administrative Regulations have been conducted, a cart return service will be provided at a fee of \$5.00 per cart returned to the resident's home.

Section 127. Compost Fees - Residential customers are provided use of the Compost Site at no additional cost. Commercial and nonresidential customers may purchase compost and mulch, as available, for the below listed fees.

Screened Compost Fee - \$15.00 per Cubic Yard

Unscreened Compost Fee - \$5.00 per Cubic Yard

Mulch Fee - \$10.00 per Cubic Yard

Disposal at the Compost Site is available to commercial and non-residential customers at a fee of \$5.00 per cubic yard of compostable waste delivered to the site.

Section 128. **Sewer service definitions.** That the following definitions shall apply to Sections 113, 114, 115, and 116 of this resolution:

1. *Red Flags Rules* means the City of Longview policy for protecting utility accounts against any potential fraudulent activity. This program has been adopted in



compliance with the Federal Trade Commission's rules on identity theft, known as "Red Flags Rules," that require financial institutions, utilities, and other creditors to set up programs aimed at preventing identity theft. Red Flags are defined in the Rules as a "pattern, practice or specific activity that indicates the possible existence of identity theft."

2. *Customer* means any person or entity who (or which) has applied or contracted for wastewater service from the City's wastewater system. Save and except for multifamily residences, a person or entity served by more than one water meter is considered a separate customer for each separate water meter.
3. *Multifamily residence* means a residential establishment with more than one unit.
4. *Residential establishment* means any structure or group of structures within which more than 50 percent of the floor space is occupied or intended for occupancy as living quarters. Residential establishment does not include hotels, motels, inns, lodging houses or any similar establishment in which lodging is furnished for consideration and in which less than 75 percent of the accommodations are occupied by permanent residents. Residential establishment does not include group quarters. Group quarters are living arrangements for other than ordinary household life, such as dormitories, military barracks, hospitals, homes for the aged, and prisons.
5. *Single family residential customer* means a customer whose meter is connected to, and services exclusively, a residential establishment with one unit.
6. *Unit* means a house, an apartment, a townhouse, a mobile home, a group of rooms, or a single room occupied or intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants do not live and eat with any other persons in the structure and which quarters have either:
  - a. Direct access from the outside of the structure or through a common hall; or
  - b. Complete kitchen facilities for the exclusive use of the occupants. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or non-related persons who share living arrangements.

Section 129. **Sewer service late charge.** That if any bill for sewer service is not paid on or before the date the same is due and payable, a late charge of ten percent of the total amount of charges on such bill for said services, or \$1.50, whichever is greater, shall be added thereto.

Section 130. **Sewer rates.** That the following schedule of rates and charges is hereby established for the use and service of the wastewater system of the City:

1. The following wastewater rates shall apply to customers within the corporate limits of the City:
  - a. Monthly charge for multifamily residences with 3 or more units, per unit -- \$16.10
  - b. Monthly charge for mobile home parks, per unit -- \$16.10
  - c. Monthly charge for hotels or motels, per unit -- \$16.10
  - d. Minimum monthly charge for all other users, based upon consumption of up to 2,000 gallons of water per month -- \$12.25
  - e. Wastewater rate for all customers [except those listed in (a)-(c) above] per 1,000 gallons of water used in excess of 2,000 gallons/month -- \$3.85
2. For each single family residential customer and each customer in a multifamily residence having only two units (as defined in Section 112 of this resolution), the consumption rate shall be based upon the average monthly water usage as billed for that customer during the preceding months of December through February. The utility department may estimate such average use for new customers with no previous billing history. For a customer with an average monthly water usage exceeding 22,000 gallons, the maximum monthly sewer charge shall be based on an average monthly water usage of 22,000 gallons.
3. For each non-residential unit customer, the consumption rate shall be based on the actual water usage for each month by that customer.
4. The following wastewater rates shall apply to customers outside the corporate limits of the City:
  - a. Monthly charge for multifamily residences with 3 or more units, per unit -- \$27.62
  - b. Monthly charge for mobile home parks, per unit -- \$27.62
  - c. Monthly charge for hotels or motels, per unit -- \$27.62
  - d. Minimum monthly charge for all other users, based upon consumption of up to 2,000 gallons of water per month -- \$21.24

- e. Wastewater rate for all customers [except those listed in (a) – (c) above] per 1,000 gallons of water used in excess of 2,000 gallons/month -- \$ 6.38
5. None of the wastewater charges described in this section will be imposed on new construction intended for occupancy by a single-family residential customer (as defined in Section 112 of this resolution) for the first 180 days beginning on the date on which a water meter is installed. After the expiration of said 180-day period, the charges on such construction shall be as follows until the account is transferred to a new owner or occupant:
    - a. Monthly charge per unit \$12.25
    - b. Upon transfer of the account to a new owner or occupant, wastewater charges shall be in accordance with the other provisions of this section.
  6. None of the wastewater charges described in this section will be imposed on any customer who provides proof satisfactory to the Public Works Director that said customer contributes no water whatsoever to the wastewater system of the City.

Section 131. **Sewer tap fees.** The following schedule of rates and charges is hereby established for the installation and/or location of all house laterals from the City sewer to the property line:

1. For a 4-inch or 6-inch sewer tap, without pavement excavation or subsurface pavement boring, the charge shall be \$2,200.00.
2. For a 4-inch or 6-inch sewer tap, with pavement excavation or subsurface pavement boring, the charge shall be \$3,900.00.
3. For the installation of City clean out at right-of-way on existing service line, the charge shall be \$1,020.00
4. Sewer taps larger than 4-6 inches or taps requiring the installation of a manhole shall be assessed a charge based on the actual cost as determined by the Public Works Director.
5. If a sewer service line has been installed by a private developer or other private party and the City receives a request to locate said service line, a service fee of \$80.00 will be charged for attempting to locate said line.
6. All sewer taps requiring Texas Department of Transportation (TxDOT) permits shall be assessed a fee based on the actual cost as determined by the Public Works Director.

7. For the installation of a clean out box over an existing clean out, the charge shall be \$210.00

Section 132. **Water service account activation fees.** That, in accordance with Section 106-26 of the Code of Ordinances of the City of Longview, Texas, a non-refundable fee is owed to the City upon the activation or reactivation of a water service account as follows:

1. Residence \$50.00
2. Reactivation after temporary deactivation of a residential account in accordance with Section 106-23 of the Code of Ordinances \$50.00
3. Temporary courtesy activation of residence in accordance with Section 106-23 of the Code of Ordinances \$25.00
4. Transfer of residential account \$25.00
5. Any activation, reactivation, temporary courtesy activation, temporary deactivation, or transfer of account other than residence to be determined by the City Manager or the City Manager's agent.
6. In accordance with Section 106-19 of the Code of Ordinances of the City of Longview, in any case where a customer reconnects or otherwise passes discontinued service without the permission of the City, the customer's meter will be removed and an additional charge of \$20.00 will be made and collected before the meter is reset. Said \$20.00 charge is in addition to any other charges due.

Section 133. **Water service definitions.** That the following definitions shall apply to Sections 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127 of this resolution:

1. *Red Flags Rules* means the City of Longview policy for protecting utility accounts against any potential fraudulent activity. This program has been adopted in compliance with the Federal Trade Commission's rules on identity theft, known as "Red Flags Rules," that require financial institutions, utilities, and other creditors to set up programs aimed at preventing identity theft. Red Flags are defined in the Rules as a "pattern, practice or specific activity that indicates the possible existence of identity theft."

2. *Customer* means any person or entity who (or which) has applied or contracted for treated water service from the City's water works system and for whom (or for which) a meter has been installed. Save and except for multifamily residences, a person or entity served by more than one meter is considered a separate customer for each separate meter.
3. *Fire Detector Check* means the approved device used to monitor water flow in a private fire protection system. This device consists of a main line check valve with a metered bypass and control valves. All such accounts shall not be subject to the minimum monthly charge for water. These charges shall be in accordance with the schedule of rates in proportion to the amount of water used, as shown by the meter, for water usage.
4. *Gross quantity* means the total quantity of water actually delivered through a meter to a customer during a monthly billing cycle.
5. *Multifamily minimum* means the total gallons of water for a multifamily residence paid for by paying the minimum rate, said total gallons determined by multiplying the total number of units in a multifamily residence by 2,000 gallons per unit.
6. *Multifamily residence* means a residential establishment with more than one unit.
7. *Multifamily residential customer* means a customer, including a resale customer, whose meter is connected to, and serves primarily, a multifamily residence.
8. *Raw water customer* means any person or entity who (or which) has applied or contracted for untreated water service from the City's water works system and for whom (or for which) a raw water meter has been installed. A person or entity served by more than one raw water meter is considered a separate raw water customer for each separate meter.
9. *Resale customer* means a customer engaged in the business of selling water whose meter is connected to, and serves, a water distribution system which serves two or more separately metered structures which, in the aggregate, are within the definition of residential establishment as that term is defined herein.
10. *Residential establishment* means any structure or group of structures within which more than 50 percent of the floor space is occupied or intended for occupancy as living quarters. Residential establishment does not include hotels, motels, inns, lodging houses or any similar establishment in which lodging is furnished for consideration and in which less than 75 percent of the accommodations are occupied by permanent residents. Residential establishment does not include group quarters. Group quarters are living arrangements for other than ordinary household life, such as dormitories, military barracks, hospitals, homes for the aged, and prisons.

- 11. *Single family residential customer* means a customer other than a resale customer, whose meter is connected to, and services exclusively, a residential establishment with one unit.
- 12. *Unit* means a house, an apartment, a townhouse, a mobile home, a group of rooms, or a single room occupied or intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants do not live and eat with any other persons in the structure and which quarters have either:
  - a. Direct access from the outside of the structure or through a common hall; or
  - b. Complete kitchen facilities for the exclusive use of the occupants. The occupants may be a single family, one person living alone, two or more families living together, or any other group of related or non-related persons who share living arrangements.
- 13. *Theft of Water Service* shall refer to any customer who reconnects his water service in any way after the City has deactivated the water account for nonpayment of a delinquent bill, the Reactivation Fee, Meter Reset Fee (if applicable), and the Meter Tampering Fee shall be paid before the water service account will be reactivated.
- 14. *Water Sprinkler* means any residential or commercial water connection used for the purpose of lawn watering or landscape irrigation. All such accounts shall not be subject to the minimum monthly charge for water. These charges shall be in accordance with the schedule of rates in proportion to the amount of water used, as shown by the meter, for water usage.

Section 134. **Water service installation charges.** In accordance with Section 106-16 of the Code of Ordinances of the City of Longview, in those instances where the City shall install or cause to be installed water service connections, the City shall charge for the installation a sum sufficient to cover the cost thereof, such sum to include the tap cost and the meter set up charges and to be collected by the City at the following rates:

<b>Meter Size (Inches) and Type of Connection</b>	<b>Water Service Installation Fee (including tap and meter set-up)</b>
1" connection, without pavement excavation or subsurface pavement boring	\$2,470.00

1" connection, with pavement excavation or subsurface pavement boring	\$3,000.00
1 ½" – 2 " and larger connections	Charge based on actual cost as determined by Public Works Director
All taps requiring Texas Department of Transportation (TxDOT) permits	Charge based on actual cost as determined by Public Works Director
Relocation of existing meters 5/8"-2"	\$300.00

Section 135. **Water service late charge.** That if any bill for water service is not paid on or before the date the same is due and payable, a late charge of ten percent of the total amount of charges on such bill for said services, or \$1.50, whichever is greater, shall be added thereto.

Section 136. **Water meter set charge.** In accordance with Section 106-16 of the Code of Ordinances of the City of Longview, in those instances in which private developers or other persons have made the required taps in conformance with City ordinance, the City shall set the meter and the following meter set charges shall apply:

Meter Size (Inches)	Meter Set Charge
1"	\$560.00

Section 137. **Water meter test charge.** When any meter is tested at the request of the customer, a meter testing fee of \$50 shall be assessed for meter sizes up to 1" inch. The \$50 meter testing fee shall apply to such meters tested and found to be operating within the industry tolerances for accuracy-in accordance with American Water Works Association standards – as covered further in Section 127 (5) of this fee resolution.

The fee for all testing and replacements of meter sizes above 1 inch shall be determined by Director of Public Works based on the prevailing costs for meter testing, replacement materials and labor. For all meters larger than 2 inches, the fee shall be the actual cost of the work.

Section 138. **Raw water rates inside City limits.** The rates for raw water service to any raw water customer within the City limits of the City of Longview shall be as set by contract between the City and said customer.

Section 139. **Raw water rates outside City limits.** The rates for raw water service to any raw water customer outside the City limits of the City of Longview shall be as set by contract between the City and said customer.

Section 140. **Treated water rates inside City limits.** Unless otherwise provided by contract, the following monthly rates shall apply for treated water service to customers within the corporate limits of the City of Longview:

1. The minimum monthly billing rate for all water service within the City limits of the City of Longview, Texas, save and except for service to multifamily residences, shall entitle the user to the first two thousand (2,000) gallons of service and shall be based upon the meter size for service as follows:

Meter Size, Service Diameter, Inches	Demand Charge/_Minimum Rate
5/8"	\$10.35
1"	\$25.88
1 1/2"	\$51.75
2"	\$82.80
3"	\$165.60
4"	\$284.63
6"	\$582.71
8"	\$879.75



10"	\$1,345.50
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2. In addition to the minimum charge established in subsection (1) of this section, the following schedule of rates shall be charged in proportion to the amount of water used, as shown by the meter, to all customers, except multifamily residences, within the City limits of the City of Longview:

Gallons Per Month	Rate Per 1,000 Gallons/Service
First 2,000	Included in minimum charge reflected in subsection (1) above
Next 48,000	\$2.55/1,000 gals.
Next 4,950,000	\$2.55/1,000 gals.
All over 5,000,000	\$2.55/1,000 gals.

3. The minimum monthly billing rate for all water service within the City limits of the City of Longview, Texas, for multifamily residences, is and shall be \$10.35per unit, entitling the customer to a maximum of 2,000 gallons per unit water service.
4. The minimum charge for utility services (water, sewer and garbage services) shall be billed monthly, whether or not those services are used by the customer; e.g., water meter is turned off for nonpayment; residence is vacant, but the account is active (has not been closed), etc. Each active water account customer shall pay the minimum monthly charge, regardless of “zero usage”, in accordance with the applicable meter size installed, as reflected by the most current fee resolution, which shall entitle the customer to the first 2000 gallons of water and other available utility services. The minimum monthly charge for all utility services will be imposed without respect to the use of those services on active accounts.
5. When the gross quantity of water delivered to a multifamily residence exceeds the multifamily minimum, the following schedule of rates shall be charged in proportion to the amount of water used, as shown by the meter, for water usage in excess of the multifamily minimum for each multifamily unit:

Gallons Per Month	Rate Per 1,000 Gallons/Service
First 2,000	Included in minimum charge reflected in subsection (3) above
Next 48,000	\$2.55/1,000 gals.

Next 4,950,000	\$2.55/1,000 gals.
All over 5,000,000	\$2.55/1,000 gals.

Section 141. **Treated water rates outside City limits.** Unless otherwise provided by contract, the following monthly rates shall apply for treated water service to customers outside the corporate limits of the City of Longview:

1. The minimum monthly billing rate for all water service outside the City limits of the City of Longview, Texas, save and except for service to multifamily residences, shall entitle the user to the first two thousand (2,000) gallons of service and shall be based upon the meter size for service as follows:

<b>Meter Size, Service Diameter, Inches</b>	<b>Demand Charge/_Minimum Rate</b>
5/8"	\$19.14
1"	\$38.82
1 ½"	\$77.63
2"	\$124.20
3"	\$248.40
4"	\$426.95
6"	\$874.07
8"	\$1,319.63
10"	\$2,018.25

2. In addition to the minimum charge established in subsection (1) above, the following schedule of rates shall be charged in proportion to the amount of water used, as shown by the meter, to all customers, except multifamily residences, outside the City limits of the City of Longview:

<b>Gallons Per Month</b>	<b>Rate Per 1,000 Gallons/Service</b>
First 2,000	Included in minimum charge reflected in subsection (1) above

Next 48,000	\$4.00/1,000 gals.
Next 4,950,000	\$4.00/1,000 gals.
All over 5,000,000	\$4.00/1,000 gals.

3. The minimum monthly billing rate for all water service outside the City limits of the City of Longview for multifamily residences is and shall be \$19.14 per unit, entitling the customer to a maximum of 2,000 gallons per unit water service.
4. When the gross quantity of water delivered to a multifamily residence exceeds the multifamily minimum, the following schedule of rates shall be charged in proportion to the amount of water used, as shown by the meter, for water usage in excess of the multifamily minimum for each multifamily unit outside the City limits of the City of Longview:

Gallons Per Month	Rate Per 1,000 Gallons/Service
First 2,000	Included in minimum charge reflected in subsection (3) above
Next 48,000	\$4.00/1,000 gals.
Next 4,950,000	\$4.00/1,000 gals.
All over 5,000,000	\$4.00/1,000 gals.

Section 142. **Red Flags Rules Requirements.** In accordance with the City of Longview Red Flags Rules policy, the applicant for water service must provide the required personal identifying information, either in person or over the phone, when opening, transferring or closing a utility service account. This information is subject to verification by the City and any use of false information shall be grounds for denial, suspension and/or termination of utility service. Inasmuch as the customer is responsible for all water going through the meter, the customer must either close the water account; or authorize another person to terminate utility service on their behalf. The customer shall be responsible for all monthly billings incurred until the closing read

date of the utility service account, including all charges incurred from the initial date of service, until the account has been closed or such utility services have been assumed by a new customer.

Section 143. **Water Utility Services Fees.** Unless otherwise provided by contract, the following fees shall be charged to customers:

1. **After Hour Service Fee.** A \$25.00 fee shall be charged to any customer who requests any water-related service after normal working hours: after 5:00p.m., Monday through Friday, on weekends and holidays.
2. **Account Activation Fee.** A \$50.00 nonrefundable fee shall be charged for activating a water account. If a request is made for this service after normal working hours, on a weekend or on a holiday, an additional \$25.00 (total \$75.00) charge will be assessed.
3. **Courtesy Water and Garbage Turn-on Fee.** A \$29.95 fee, plus applicable taxes, shall be charged to any customer who requests that water and garbage pickup service at a given location be temporarily activated, allowing a maximum of 14 days of water usage and garbage service. This temporary activation will entitle the customer to 2,000 gallons of water and four scheduled garbage pickups for the activation period. Should the water usage exceed the 2,000 gallon minimum amount, the charge shall be in accordance with the current schedule of rates per thousand gallons of water. The activation period of 14 days shall begin on the date specified by the customer.

This fee shall be assessed at the end of the period of use not to exceed 14 days. A customer may be granted one courtesy activation request at a given location within a thirty day period. After two courtesy activation requests, the customer must open a water account at this service location.

4. **Emergency Service Turn-off Fee.** A \$25 fee shall be charged to any customer who requests that his service be turned off for emergency purposes.
5. **Meter Testing Fee.** A \$50 fee shall be charged to a customer who requests a meter be tested, the meter will be removed for testing. If the meter is found to be within industry tolerances (AWWA standards), the customer will be charged this fee to cover the cost of testing the old meter and replacing it with a new meter. If the meter is found to be outside the industry tolerances, there is no charge to the customer.

The fees for all testing and replacements of meter sizes above 1 inch shall be determined by Director of Public Works based on the prevailing costs for meter testing, replacement materials and labor.

6. Data Collection Report Fee: A fee of \$25 shall be charged to a “smart meter” customer for the second and each subsequent data collection report requested within a 12-month period. If a customer has a water meter capable of generating a comprehensive data logging report of water usage, the customer may request one data collection report within a year at no charge, to monitor the customer’s consumption history or resolve a billing concern.
7. Meter Obstructing and Tampering Fee. A fee of \$150, for the first instance, \$250 for the second instance and \$500 for each instance thereafter, shall be charged to any customer whose service has been obstructed, covered or otherwise rendered inaccessible to the City for meter reading or service maintenance purposes; or has been tampered with in the following manner:
  - a. broken meter lock;
  - b. damaged or broken curb stop;
  - c. dialog damaged or disconnected;
  - d. meter lock removed;
  - e. broken meter;
  - f. stolen meter;
  - g. unauthorized connection inserted;
  - h. any unauthorized water usage.

The fact that water service is turned on to any premise by an occupant thereof without the authority of the City shall not relieve the customer or user of liability for the unauthorized use of water and damage to City property.

8. Reactivation Fee. A \$50.00 nonrefundable fee shall be charged to any customer whose past due account has been deactivated. Said fee will be added to the total amount due, regardless of whether the water service was actually turned off or not. If a request is made to reactivate a water account after normal working hours, on a weekend, or on a holiday, an additional \$25 (total \$75) charge will be assessed.
9. Return Trip Service Fee. A \$25.00 fee shall be charged to any customer who misses two scheduled water service appointments and requests a third appointment to provide the requested service.
10. Same Day Service Fee. A \$25.00 fee shall be charged to any customer who requests any water related service by performed on the same day.
11. Temporary Service Turn-off and Account Suspension Fee. A \$25.00 fee shall be charged to any customer who requests that his water be temporarily turned off and his account services temporarily suspended for any reason. All such accounts will be turned off at the meter until the customer requests that his services resume. During this time, no water, sewer or garbage services will be received by or charged to the customer. The fee shall be assessed at the time of the request.

12. Transfer Fee (transfer of residential account). A \$25.00 transfer fee will be charged to turn on a water meter at one location and off at another in connection with the transfer of service from one service address to another location. To be eligible for this \$25 transfer fee, the customer must have the water meter at the new service address turned on no later than the 14<sup>th</sup> day after the water meter is turned off at the old service address. Otherwise, the new service address will be considered a new account subject to all applicable fees, including without limitation an Activation Fee.
13. Landlord Transfer Fee. A \$25.00 fee shall be charged to any landlord who requests to transfer or revert water services to his or her name after a tenant has moved out of such property. Under this provision, all water services will be billed to the landlord as the account holder or customer for at least 30 days. After the initial 30 days, the water services will continue to be billed to the landlord until he or she closes the water account or a new tenant establishes a new water services account. It shall be the responsibility of any new tenant moving into the property to establish a new water services account.
14. Temporary Water Use Fee. A \$25 fee shall be charged in advance to any customer or person who requests that water be turned on at a service address for the purpose of conducting a plumbing inspection to transfer ownership of real estate property.
15. Equipment Damage Fee. All persons violating Section 106-38 of the Longview City Code by causing damage to water service equipment shall be charged for all standard costs associated with replacing the service equipment. Said charges shall include all associated labor and material expense, based on fair market prices as determined by the Director of Public Works. In accordance with the Texas Administrative Code, an itemized bill of such charges shall be provided to the customer.
16. Returned Payment Fee. A returned payment fee of \$30 will be charged to any customer account for a returned payment, whether the returned payment was made by check, by other written format, by ACH payment, or by other electronic format. An account will be subject to the returned payment fee where any payment is returned to the department by the bank. The reasons for a payment return may include, but are not limited to, the following:
  - a. insufficient funds
  - b. closed or frozen bank account
  - c. stop payment requested at the bank
  - d. unauthorized payment reported by bank or cardholder
  - e. fraudulent or suspicious activity reported by bank or cardholder
  - f. Incorrect account and/or routing numbers.

Nothing in the preceding shall be construed to prevent the City from pursuing civil or criminal penalties against any person or parties tampering with,

damaging and/or using without authorization water service to the maximum allowed by local or state laws.

17. Fire Hydrant Meter Transferring Fee. A \$200 fire hydrant meter transferring fee will be charged to remove, transport, and reinstall a fire hydrant meter from one construction worksite to another construction worksite at the request of a customer. This \$200 fee shall apply to each request to have the fire hydrant meter moved to another location. Under no circumstances is a customer or any other person authorized to move a fire hydrant meter.

18. Fire Hydrant Meter Tampering Fee. There is hereby imposed a fee of \$500 for each occurrence of fire hydrant meter tampering. The term “fire hydrant meter tampering” means any removal of a fire hydrant meter by any person other than an authorized representative of the City of Longview. In addition, the term includes any connection to or installation of a fire hydrant meter without first obtaining all required permits and authorizations and complying with all applicable laws, rules, and regulations. The term also includes any damage to a fire hydrant meter and includes the failure to return a fire hydrant meter.

## **Transportation**

Section 144. **Public Transportation Fares.** The fees to be levied and collected in connection with city transit shall be as follows:

Adults 15 and older	\$1.00
Children 6-14	\$0.75
Children 5 and under	Free
Medicare, Senior and Disabled	\$0.50
Transfers	Free

## Water Quality

Section 145. **Groundwater Discharge Permit Fee.** There is hereby imposed a fee of \$1,900.00 for a groundwater discharge permit:

Section 146. **Industrial Waste Permit Fee.** There is hereby imposed a fee of \$900.00 for an industrial waste permit:

Section 147. **Sampling Fees.** There are hereby imposed the following fees for the sampling of wastewater, each such fee to be charged per sample analyzed:

1.	ammonia nitrogen	\$25.00
2.	biochemical oxygen demand	\$25.00
3.	chemical oxygen demand	\$25.00
4.	pH (field)	\$15.00
5.	pH (lab)	\$15.00
6.	total suspended solids	\$20.00
7.	Sampling Fee	\$50.00

In addition to the above fees for the sampling and/or testing of wastewater, any person whose wastewater is sampled by the City of Longview or the City's designee for testing in accordance with the City's wastewater regulations shall pay the cost of any independent laboratory work or tests performed in connection with such sampling.



Section 148. **Transported Waste Fees.** There are hereby imposed (1) a fee of \$30.00 for a transported waste permit; and (2) a fee of \$0.05 per gallon of hauled septic/portable toilet waste. In addition, there is hereby imposed a fee of \$50.00 per year for each grease trap waste transport permit issued pursuant to Section 106-184 of the Longview City Code; and (2) a fee of \$0.20 per gallon of grease trap waste hauled to the wastewater treatment plant. For purposes of computing the fee for the transported waste permit and the fee for the grease trap waste transport permit, each vehicle shall be considered to be a separate permit.

Section 149. That, in accordance with Section 132.002 of the Texas Local Government Code and subject to such rules and procedures as the City Manager or the City Manager's designee may prescribe, each City of Longview employee or other official who collects fees, fines, court costs, or other charges on behalf of the City of Longview is hereby authorized to accept payment by credit card of such fees, fines, court costs, or other charges.

Section 150. That the City Manager is hereby authorized to accept and to authorize City of Longview employees to accept payment of City fees, fines, court costs, or other charges by such electronic and other methods of payment as the City Manager may, in the City Manager's reasonable discretion, deem advisable, and the City Manager is further authorized to prescribe such rules and procedures for same as the City Manager may, in the City Manager's reasonable discretion, deem advisable.

Section 151. That the meeting at which this resolution was passed was conducted in strict compliance with the Texas Open Meetings Act (Texas Government Code Chapter 551).

Section 152. That all other prior resolutions or portions of resolutions of the City of Longview in conflict with the terms and provisions of this resolution are hereby repealed to the extent of such conflict only.

Section 153. That the repeal of any resolution or portion of a resolution by this resolution shall not affect the validity of any pending enforcement action or fees outstanding and due and payable for services rendered on or before the effective date of this resolution.

Section 154. That if any section, paragraph, subdivision, clause, phrase or provision of this resolution is hereafter determined to be invalid or violative of the laws of the State of Texas or the Constitution of the United States by a court of appropriate jurisdiction, such finding of invalidity shall affect the continued enforcement only of the provision or provisions so determined to be invalid, it being the intent of the City Council of the City of Longview that all other terms and provisions of this resolution not affected thereby shall remain in full force and effect.

Section 155. That, except as expressly provided otherwise herein, this resolution shall be effective from and after the 1<sup>st</sup> day of October, 2016.

PASSED and APPROVED this 1st day of September, 2016.

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Dr. Andy Mack  
Mayor

ATTEST:

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Shelly Ballenger  
City Secretary

APPROVED AS TO FORM:

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Jim Finley  
City Attorney

R FEES 2016 9-1-16