

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF UNIVERSITY PARK, TEXAS, AMENDING APPENDIX A, FEE SCHEDULE OF THE UNIVERSITY PARK CODE OF ORDINANCES AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of University Park has reviewed and approved the budget for the fiscal year 2025-2026, and

WHEREAS, it is in the best interest of the City of University Park to enact all necessary fee schedule changes to implement that budget, and

WHEREAS, the fee changes should be enacted to coincide with that budget,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY PARK, TEXAS:

SECTION 1. That Appendix A of the Code of Ordinances (the “Fee Schedule”) is hereby amended, either in whole or in part, as shown on Exhibit A.

SECTION 2. This ordinance shall take effect on October 1, 2025, as the law and Charter in such cases provide.

DULY PASSED by the City Council of the City of University Park, Texas on the 16th day of September, 2025.

APPROVED:

TOMMY STEWART, MAYOR

APPROVED AS TO FORM:

ATTEST:

CITY ATTORNEY

CHRISTINE GREEN, CITY SECRETARY

EXHIBIT A

ARTICLE A2.00 BUILDING AND ZONING

A2.001 Building Permits

(a) New construction fees.

Permit Classification	Review Fee	Permit Fee	Minimum Permit Fee
New work residential	\$300.00 nonrefundable plan review fee	\$1.86/sq ft under roof	NA
New work nonresidential	\$200.00 nonrefundable plan review fee	1.1% of valuation	\$500.00

(b) Additions, alterations, and remodel and accessory structure fees.

Permit Classification	Review Fee	Permit Fee	Minimum Permit Fee
Residential addition/remodel and accessory structures	\$200.00 nonrefundable plan review fee	\$1.21/sq ft floor area under roof affected	\$500.00
Non-Residential addition/remodel and accessory structure	\$200.00 nonrefundable plan review fee	0.75% of valuation	\$500.00

A2.007 Fire Prevention and Code Compliance – Automatic Fire-Extinguishing System and Fire Alarm Permits

The permit for the installation of an automatic fire-extinguishing system, fire alarm and miscellaneous permits are as follows:

a. Fire Suppression permits (Construction)

Occupancy Type	Permit Fee	Minimum Fee
Residential	\$75.00	NA
Nonresidential/Commercial	1% of valuation	\$75.00

b. Fire alarm permits. (Construction)

Occupancy Type	Permit Fee	Minimum Fee
Residential	\$75.00	NA
Nonresidential/Commercial	1% of valuation	\$75.00

c. Misc.

Type	Permit Fee
Fireworks	\$100.00
Operational Permits (IFC 105.5) (a)	\$150.00
Temporary Generators	\$100.00
Temporary Stages	\$100.00
Tent	\$100.00

a.) An operational permit fee will be assessed for all business conducting operations set forth in section 105.5 of the 2021 International Fire Code. A list of individual types of permits can be obtained from the fire administration office.

A2.016 Inspection Fee

Delete A2.016 pertaining to inspection fee for the right-of-way in its entirety.

A2.017 Administrative Review Fee for Alcoholic Beverage Sales License/Permit

The Texas Alcoholic Beverage Commission (TABC) issues alcoholic beverage licenses and permits. The City of University Park requires an administrative review fee of \$250.00 to review the initial TABC permit application/required certification form.

(1) Sales of malt beverage and wine for off-premises consumption.

(A) BF - Retail dealer's off-premises license. The retail dealer's off-premises license (BF) authorizes the sale of malt beverages for off-premises consumption. The administrative review fee for initial permit (years 1 and 2) is \$250.00.

(B) BQ - Wine and beer retailer's off-premises permit. The wine and malt beverage retailer's off-premises permit (BQ) authorizes the sale of malt beverages and wine for off-premises consumption. The administrative review fee for initial permit (years 1 and 2) is \$250.00.

(C) Q - Package store permit (wine only). The wine-only package store permit (Q) authorizes the sale of malt beverages and wine to consumers for off-premises consumption. It includes authority for the Q permit holder to transport its inventory between its other licensed locations within the same county, to transport alcoholic beverage orders to its end-consumer customers (certain limitations apply), and to conduct product tastings on the permitted premises. The administrative review fee for initial permit (years 1 and 2) is \$250.00.

(2) Sales of malt beverage and wine for on-premises consumption.

(A) BG - Wine and beer retailer's permit. The wine and malt beverage retailer's permit (BG) authorizes the sale of wine and malt beverages for on- and off-premises consumption. It also includes authority to hold events at a temporary location away from the primary BG premises (there will be an approval process BG permit holders must follow). The administrative review fee for initial permit (years 1 and 2) is \$250.00.

*Applicant must apply for food and beverage certificate (FB) with BG.

(3) Sales of mixed beverages in restaurants by food and beverage certificate holders.

(A) MB - Mixed beverage permit with FB. The mixed beverage permit (MB) authorizes the sale of distilled spirits, wine and malt beverages for on-premises consumption. It includes authority to transport alcoholic beverages from the place of purchase to the MB's licensed premises, provide guestroom minibars (hotels), and hold events at a temporary location away from the primary MB premises (there will be an approval process MB permit holders must follow). Mixed beverage permit holder must have a food and beverage certificate. The MB permit with FB required is a designation that notes this requirement. The administrative review fee for initial permit (years 1 and 2) is \$250.00.

A2.019 Bike Share Operator

Delete A2.019 pertaining to bike share operator in its entirety.

ARTICLE A3.00 UTILITIES

§ A3.006 Water service.

- a. The following water rates are hereby established and shall be collected. The minimum monthly rates for all metered water service shall be as follows:
 - a) 5/8" or 3/4" meter: \$6.00.
 - b) 1" meter: \$11.69.
 - c) 1-1/2" meter: \$21.80.
 - d) 2" meter: \$33.63.
 - e) 3" meter: \$61.31.
 - f) 4" meter: \$100.88.
 - g) 6" meter: \$199.75.
 - h) 8" meter: \$318.34.
 - i) 10" meter: \$571.46.
 - j) Portable meter: \$75.00
- b. In any billing period, the rate shall be \$7.30 (seven dollars and thirty cents) per 1,000 gallons or any portion thereof.

Any duplex or multifamily dwelling which is served by a single water meter shall be billed a minimum charge for each unit, occupied or vacant. All single-family units shall pay a minimum charge for each meter.

§ A3.007 Conservation surcharge and drought premium.

- a. Each water customer (except Southern Methodist University) shall be subject to a conservation surcharge for all consumption in excess of 30,000 gallons per month. SMU meters shall be subject collectively to a monthly conservation surcharge for all consumption in excess of 13,000,000 gallons per month. The surcharge rate shall be an additional \$2.71 (two dollars and seventy-one cents) per thousand (1,000) gallons for all consumption exceeding the conservation threshold.

- b. In the event that a stage 3 declaration of the city's drought contingency plan is made, the city council shall have the option of enacting a special drought premium rate for consumption exceeding 30,000 gallons per month by non-SMU users or 13,000,000 gallons per month by SMU. The rate shall be \$4.08 (four dollars and eight cents).

A3.008 Sewer Service

§ A3.008 Sewer service.

- a. The sewer charge for each single-family, duplex or multifamily dwelling shall be included in the utility bill and calculated as follows:
 - a) All sewer charges are based on the use of water passing through the water meter or meters. All single-family units, having more than one meter, shall have the usage of meters added together for the purposes of this section; however, if separate bills are rendered for a lawn sprinkler, such consumption shall not be considered for sewer charges.
 - b) Any duplex or multifamily dwelling, which is served by a single water meter, shall be billed a minimum charge for each unit, occupied or vacant, and any usage over the minimum shall be averaged over each unit of the dwelling as though each unit consumed the water the average indicates.
 - c) Any duplex or multifamily dwelling, having individual water meters for each unit, shall be treated for sewer billing purposes as though each were a single-family dwelling.
 - d) There shall be an \$11.00 (eleven dollars) minimum sewer charge per unit.
 - e) Any water used shall be billed at \$6.03 (six dollars and three cents) per 1,000 gallons per month per unit for the sewer fee.
 - f) The sewer bill for March through February shall be based on the average billing of water over the three-month period as listed below:
 - i) CYCLE I: The water used during the months of November, December and January.
 - ii) CYCLE II: The water used during the period of November 15th to February 15th.
- b. For each business or commercial establishment of any nature, plus public institutions such as schools and churches:
 - a) There shall be an \$11.00 (eleven dollars) minimum sewer charge.
 - b) Any water used shall be billed at a rate of \$6.03 (six dollars and three cents) per 1,000 gallons per month.

- c. For service to Southern Methodist University, \$6.03 (six dollars and three cents) per 1,000 gallons of water used per month; the monthly charge for the period April through March shall be based on the average amount of water used during the immediately preceding months of October, November, December, January, February and March, adjusted for lawn, swimming pool, and metered cooling tower use.
- d. As authorized by article 13.08 of the code of ordinances, an industrial user fee for periodic inspections, sampling, laboratory testing, and reporting of results by Dallas Water Utilities (DWU) to the appropriate agencies and the user, in the same amount charged to the City of University Park by DWU for such services, is established. This fee is intended as a “pass-through” of the amount charged by DWU for the services.

A3.009 Utility service construction fees

- (a) The following charges shall apply for services performed by the city.

1” water meter and tap installation	\$877.50 each
1.5” irrigation water meter and tap installation	\$2,362.50 each
Sanitary sewer tap installation	\$472.50 each
Existing water meter or sanitary sewer tap removal	\$270.00 each
Utility excavation	\$2,850.00 each
Curb casting	\$200.00 each
Flow test	\$175.00 each

- (b) Each utility excavation includes the removal of existing pavement, excavation, backfill/compaction, and concrete replacement of not more than ten (10) linear feet of alley.
- (c) The city, based on the size, location, current costs and specifications, will determine the price for installation of water meters greater than (1”) and excavations other than in an alley.

A3.011 Schedule of Drainage Charges

§ A3.011 Schedule of drainage charges.

The Municipal Drainage Utility Systems Act having been adopted by ordinance of the city council, the following drainage charges are levied against real property in the city, subject to the limitations set out in article 13.06 of the Code of Ordinances and chapter 552 of the Local Government Code, to wit:

Zoning District	Monthly Drainage Charge
Single-family district 1	\$100.73
Single-family district 2	\$31.94
Single-family district 3	\$26.94

Zoning District	Monthly Drainage Charge
Single-family district 4	\$24.98
Single-family attached district	\$20.88 per dwelling unit
Duplex 1 district	\$20.21 per dwelling unit
Duplex 2 district	\$14.70 per dwelling unit
Multifamily 1, 2, and 3 districts	\$6.98 per dwelling unit
Nonresidential districts	\$0.0055 per square foot of maximum allowable impervious surface

ARTICLE A4.00 PUBLIC SAFETY AND JUDICIAL

A4.006 Ambulance (MICU) Service

§ A4.003 Ambulance (MICU) service.

a. A base fee shall be charged per trip per person for transportation by the Mobile Intensive Care Unit (MICU) to a hospital providing emergency medical attention. The related fee shall be as follows:

- a) Basic Life Support (Resident of University Park) fee of \$1,650.00,
- b) Basic Life Support (Non-Resident of University Park) fee of \$1,750.00,
- c) Advanced Life Support (ALS1) (Resident of University Park) fee of \$1,900.00,
- d) Advanced Life Support (ALS1) (Non-Resident of University Park) fee of \$2,000,
- e) Advanced Life Support (ALS2) (Resident of University Park) fee of \$2,000.00,
- f) Advanced Life Support (ALS2) (Non-Resident of University Park) fee of \$2,100.00.

In all cases, whether one person or more than one person is transported in the same MICU, the appropriate charge per trip applies to each individual transported.

b. Additional fees will be charged for each emergency medical aid provided to the person or persons transported including, but not limited to, drugs, syringes, bandaging, oxygen, airways, intravenous fluids, electrocardiogram (EKG), etc. The charge for these items shall be as follows:

- a) BLS supplies-\$350.00,
- b) ALS1/ALS2 supplies-\$450.00, and
- c) oxygen administration \$150.00.
- c. Each patient transported will be charged a mileage fee from the point of patient loading to the hospital destination. The mileage fee shall be \$24.00 per mile. The appropriate receiving facility will be determined by paramedics based on the patient's best interest.
- d. A base fee of \$200.00 will be charged to all patients who are not transported to a hospital but on whom care is rendered and medical supplies and/or drugs are used.
- e. Charge rates for MICU and paramedic medical services provided at events, apart from customary 911 emergency response, are as follows:

Type of Equipment	Hourly Rate	Minimum Hours
MICU with Equipment	\$250.00	4
Special Events Vehicle	\$100.00	4

The person receiving emergency ambulance service, whether transported by ambulance or treated without being transported by ambulance and any person contracting for the service shall be responsible for payment of all fees except as otherwise provided. In the case of service received by a minor, the parent or guardian of the minor shall be responsible for payment of all fees.

A4.005 Commission for Private Guards

Delete A4.005 pertaining to commission for private guards in its entirety.

A4.006 Impoundment Fees for Animals

(a) The city shall collect a fee of \$100.00 per day or part of a day for the impoundment of any animal for rabies testing or any other reason, prior to the release of such animal. In addition to the impoundment fee, the city shall collect an additional one-time processing fee of \$30.00 per animal. If applicable, an after-hours fee of \$35.00 per animal will be charged.

A4.008 Alarm Permit/Direct Alarm Monitoring Fees

(e) False Fire Alarm Fee

False Fire Alarm	Fee
Single Family residence	
1 st and 2 nd Alarm (a)	No Fee
3 rd and above	\$100
Commercial Business and Multifamily Residential	
1 st Alarm (b)	\$200
2 nd Alarm (b)	\$400
3 rd Alarm (b)	\$750

- a.) A residential false alarm fee will be assessed for the third and any addition false alarm within the preceding 12-month period.
- b.) A Commercial or multifamily false alarm fee will be assessed according to the table and for any additional false alarm in the preceding 12-month period.

A4.009 Hose Cabinet Fees

Delete A4.009 pertaining to hose cabinet fees in its entirety.

A4.010 Fire Re-Inspection Fees

Fire Code Inspection	Fee
Annual (a)	N/A
Annual Reinspection (b)	250.00

- a.) No fee for Annual Fire Code Inspections.
- b.) A re-inspection fee will be assessed for the second re-inspection or 3rd visit, and any additional inspections required to maintain compliance with the International Fire Code.

A4.018 Block Party Fees

For approved block party applications, the city shall collect a fee of fifty (\$50.00) for each block party.

ARTICLE A5.00 SANITATION

A5.001 Residential Garbage Collection

§ A5.001 Residential garbage collection.

The city shall charge the following sums per month for collection of garbage and trash from residences:

- a. Residential dwelling: \$32.24.
- b. Carryout, per unit: \$97.62.

A5.002 Brush and Tree Limb Collection

§ A5.002 Brush and tree limb collection.

An extra charge shall be assessed for pick-up of brush and tree limbs that are too bulky to be tied in bundles. Brush and limbs shall be stacked on the parkway for pick-up and charged as follows:

- a. Manual pick-up: \$33.30.
- b. Mechanical pick-up-less than 1/2 load: \$108.56.
- c. Mechanical pick-up-1/2 load: \$167.21.
- d. Mechanical pick-up-full truckload: \$220.76.

A5.003 Appliances, Furniture, and Large Items Collection

§ A5.003 Appliances, furniture, and large items collection.

- a. The city shall charge the following sums for the removal of appliances, furniture and other large items
 - a) Refrigerator, freezer, air-conditioning unit (freon): \$108.56.
 - b) Washer, dryer, water heater, sofa, etc.: \$33.30.
- b. These items shall be placed on the parkway and will be picked up on a “call-in” basis only.

A5.004 Commercial Garbage Collection

§ A5.004 Commercial garbage collection.

- a. The city shall for its services in removing garbage and trash from all businesses, lodging houses, boarding houses, commercial institutions, individual businesses, firms or corporations, churches, schools, office buildings and properties, charge for containers placed at any of such establishments, sanitation charges based upon the following schedule:

Collections per 6-day week	Number of 3-yard containers			
	1	2	3	4
3	\$159.24	\$318.47	\$477.73	\$636.95
6	\$318.47	\$636.95	\$955.42	\$1,273.90
12	\$636.95	\$1,273.90	\$1,910.86	\$2,547.81
18	\$955.42	\$1,910.86	\$2,866.27	\$3,821.71

- b. Nothing in this schedule shall prevent the superintendent of sanitation from calculating rates which are lower or which exceed the schedule as long as time, volume, and number of pick-ups are the basis for such calculation.

A5.005 Residential Construction Sites

§ A5.005 Residential construction sites.

A one-time fee of one hundred and eighty-six dollars and thirty-one cents (\$186.31) for garbage collection services will be charged at the time of issuance of a building permit for residential construction where the property will not be occupied during any or all of the construction, such as for new homes or major remodels. Garbage collection services will be rendered to the property during construction as part of the regular collection service to the area.

A5.006 Liquid Waste Transport

§ A5.006 Liquid waste transport.

The city shall not issue a liquid waste transport to an applicant until the appropriate established fee is paid. A person shall pay a fee of two hundred and ninety-eight dollars and nine cents (\$298.09) for the first vehicle and two hundred and eleven dollars and fifteen cents (\$211.15) for each additional vehicle operated by the person. Each permit must be renewed annually.

A5.008 Transfer Station Fees

§ A5.008 Transfer station fees.

City residents may use the city's transfer station once a month without charge. Use of the transfer station is restricted to residents, who must be present when off-loading. For more than one load per month, the following fees shall apply:

- a. Pick-up truck: \$57.91.
- b. Single-axle truck, less than 15-feet long: \$108.56.
- c. Double-axle truck, more than 15-feet long: \$144.76.
- d. Southern Methodist University vehicles: \$163.58.

A5.009 Recycling Fees

Each account with a dwelling unit receiving recycling collection service will be charged a monthly recycling fee:

- (1) Alley/curbside service: \$5.07
- (2) Carry-out service: \$7.99
- (3) The fee for a 32-gallon recycling bin shall be \$50.00 and the fee for the lid will be \$15.00

ARTICLE A6.00 PARKS AND RECREATION

A6.005 Park Reservations for Sports Camps, Clinics and Fitness Instructors

Any individual or group wishing to use a city park or field for a sports camp, “boot” camp or to conduct a clinic or provide personal instruction as a for-profit venture must secure an annual instructor permit from the Parks and Recreation Department and pay the annual instructor fee specified in the table below, plus a security deposit of two hundred fifty dollars (\$250.00). In addition, instructors must pay \$25.00 per hour for each hour the clinic is operational in the park or reserved field, if after the completion of the clinic, the number of hours during which the park or playing field was actually in use exceeds the fee paid, the applicant shall be liable and responsible to pay the additional fee in the parks and recreation department office within five (5) days. The application forms and all fee must be in the parks department office 14 days in advance before the clinic is scheduled to begin

Number of People	Fee Amount
1-10	\$50.00
11-25	\$100.00
26-40	\$500.00
Annual Instructor for Racquet Sports	\$500.00

A6.006 Park Reservation Fees

- (d) Special event racquet sport facility rentals for non-profit and charity organizations shall be charged \$200.00 for two hours for tennis courts and \$600.00 for two hours for pickleball courts. Organizations must rent the entire facility for a two-hour maximum.

ARTICLE A8.00 LIBRARY SERVICES

A8.003 Room Rental Fees

- (a) Meeting room – nonprofit organization
 - (1) First two hours: \$50.00
 - (2) Additional two hours: \$25.00
 - (3) Staffing (required after 6:00 p.m.): \$30.00 per hour
- (b) Meeting room – for-profit organization
 - (1) First two hours: \$300.00
 - (2) Additional two hours: \$200.00
 - (3) Staffing (required after 6:00 p.m.): \$30.00 per hour
- (c) Local history/conference room
 - (1) Nonprofit organization
 - (A) First two hours: \$30.00
 - (B) Additional two hours: \$15.00
 - (2)) For profit organization
 - (A) First two hours: \$50.00
 - (B) Additional two hours: \$25.00