

## MEMORANDUM

**TO:** Claire Powell, City Manager

**FROM:** D'Ann Tompkins, Budget Manager

**DATE:** September 18, 2023

**SUBJECT:** Consideration of an Ordinance of the City Council Amending the Fee Schedule of the City of Lewisville by Amending Fees Related to Community Relations and Tourism, Engineering, Finance, Fire, Library, Neighborhood and Inspection Services, Parks and Recreation, Planning and Development, and Public Services; and Authorizing Existing Fees as Presented in the Attached Fee Schedule ("Attachment B")

### BACKGROUND

As part of the annual budget process, changes to the fee schedule based on an analysis of current charges as compared to cost recovery goals and/or comparison to surrounding entities is conducted. In addition, fees are reviewed to make sure they are still applicable. Resulting modifications are proposed by the departments.

Historically, fee schedule information was codified and included in the Code of Ordinances. However, in 2020, City Council approved a non-codified fee schedule and left in place language stating that "a repository of fee schedule information is available on the City's website" in section 2.201 of the Code of Ordinances. Actual fee schedule information is now located on the City's website within the Finance section. This repository is maintained by the City Manager's Office.

### ANALYSIS

This year's amendments pertain to Community Relations and Tourism, Engineering, Finance, Fire, Library, Neighborhood and Inspection Services, Parks and Recreation, Planning and Development, and Public Services.

### COMMUNITY RELATIONS AND TOURISM

Community Relations and Tourism conducted a full-scale analysis of their fees for each event and compared vendor fees from comparable municipal events in the City's competitive market. The resulting changes from that analysis are presented below.

**Lewisville Grand Theater**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Update Description	Rebooking Fee (Assessed when any confirmed event is rescheduled by the client.)	\$25	No change
	Previous description: Rebooking Fee		
Update Description	Refundable Security/Cleaning/Damage/Additions Fee (Assessed for all events, in addition to any rental fees. May be used toward balance payment should additional time, labor or equipment be added after second payment is received.)	\$300	No change
	Previous description: Refundable Security/Cleaning/Damage deposit		
Update Description	Additional refundable security fee for events in Art Gallery (as required) per event	\$1,000	No change
	Previous description: Security deposit (for events in Art Gallery, as required) (per event)		

**Lewisville Grand Theater – Equipment Rental**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Update Description	Boston Baby Grand Piano (first day, includes one event specific tuning.) Added day rentals and tuning are an additional cost per fee schedule.	\$150	No change
	Boston Baby Piano (first day, includes one event specific tuning.) Added day rentals and tuning are an additional cost per fee schedule.		
Remove Duplicate Fee	Technical Equipment Restoration Fee	\$120	Remove
New Fee	Video Monitor, 42”, on rolling cart	N/A	\$50

**Lewisville Grand Theater – Labor**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
New Fee	House Technician (not board operator). A House Technician may be booked for an event to oversee technical elements of the event, but not specifically program or run a specific theatrical system for the show (such as lights, sound, fly.) This labor can be assessed as required by Arts Center staff based on the scope of the event. This staff assignment could be used in place of, or in addition to, required technical labor positions in spaces within the Arts Center.	N/A	\$28/hour (4-hour minimum)

**Lewisville Grand Theater – Performance Hall Rentals**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Update Description	Hourly prime day rentals by a local not-for-profit (Hourly, added to 6-hour rental)	\$79	No change
	Previous description: Hourly prime day rentals by a local not-for-profit (3—5 hours, added to 6-hour rental)		
Update Description	Hourly off-prime* rental by a local not-for-profit (Hourly, added to a 6-hour rental)	\$56	No change
	Previous description: Hourly off-prime* rental by a local not-for-profit (3—5 hours, added to a 6-hour rental)		
Update Description	Hourly prime day rental by a local commercial user (Hourly, added to a 6-hour rental)	\$90	No change
	Previous description: Hourly prime day rental by a local commercial user (3—5 hours, added to a 6-hour rental)		
Update Description	Hourly off-prime rental by a local commercial user (Hourly, added to 6-hour rental)	\$68	No change
	Previous description: Hourly off-prime rental by a local commercial user (12 hours, in conjunction with a performance rental)		
Update Description	Tech Day, off-prime rental by a local commercial user (12 hours, in conjunction with a performance rental)	\$396	No change
	Previous description: Tech Day, off-prime rental by a local commercial user (2 hours, in conjunction with a performance rental)		

Update Description	Hourly prime day rental by a non-local not-for-profit user (Hourly, added to 6-hour rental)	\$96	No change
	Previous description: Hourly prime day rental by a non-local not-for-profit user (3—5 hours, added to 6-hour rental)		
Update Description	Off-prime rental by a non-local not-for-profit (Hourly, added to a 6-hour rental)	\$74	No change
	Previous description: Off-prime rental by a non-local not-for-profit (3—5 hours, added to a 6-hour rental)		
Update Description	Hourly prime day rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$112	No change
	Previous description: Hourly prime day rental by a non-local commercial user (3—5 hours, added to 6-hour rental)		
Update Description	Off-prime rental by a non-local commercial user (6 hours)	\$495	No change
	Previous description: Hourly off-prime rental by a non-local commercial user (6 hours)		
Update Description	Hourly off-prime rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$85	No change
	Previous description: Hourly off-prime rental by a non-local commercial user (3—5 hours, added to 6-hour rental)		

**Lewisville Grand Theater – Black Box Theater**

Type of Change	Description	Current	Proposed
Update Description	Hourly prime day rentals by a local not-for-profit (Hourly, added to 6-hour rental)	\$40	No change
	Previous description: Hourly prime day rentals by a local not-for-profit (3—5 hours, added to 6-hour rental)		
Update Description	Hourly off-prime rental by a local not-for-profit (Hourly, added to a 6-hour rental)	\$28	No change
	Previous description: Hourly off-prime rental by a local not-for-profit (3—5 hours, added to a 6-hour rental)		
Update Description	Hourly prime day rental by a local commercial user (Hourly, added to a 6-hour rental)	\$44	No change

	Previous description: Hourly prime day rental by a local commercial user (3—5 hours, added to a 6-hour rental)		
Update Description	Hourly off-prime rental by a local commercial user (Hourly, added to 6-hour rental)	\$34	No change
	Previous description: Hourly off-prime rental by a local commercial user (12 hours, in conjunction with a performance rental)		
Update Description	Hourly prime day rental by a non-local not-for-profit user (Hourly, added to 6-hour rental)	\$50	No change
	Previous description: Hourly prime day rental by a non-local not-for-profit user (3—5 hours, added to 6-hour rental)		
Update Description	Off-prime rental by a non-local not-for-profit (Hourly, added to a 6-hour rental)	\$36	No change
	Previous description: Off-prime rental by a non-local not-for-profit (3—5 hours, added to a 6-hour rental)		
Update Description	Hourly prime day rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$55	No change
	Previous description: Hourly prime day rental by a non-local commercial user (3—5 hours, added to 6-hour rental)		
Update Description	Hourly off-prime rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$42	No change
	Previous description: Hourly off-prime rental by a non-local commercial user (3—5 hours, added to 6-hour rental)		

**Lewisville Grand Theater – Recital Hall**

Type of Change	Description	Current	Proposed
Update Description	Hourly prime day rentals by a local not-for-profit (Hourly, added to 6-hour rental)	\$31	No change
	Previous description: Hourly prime day rentals by a local not-for-profit (Up to 5 hours, added to 6-hour rental)		
Update Description	Hourly off-prime rental by a local not-for-profit (Hourly, added to a 6-hour rental)	\$22	No change
	Previous description:		

	Hourly off-prime rental by a local not-for-profit (Up to 5 hours, added to a 6-hour rental)		
Update Description	Hourly prime rental by a local commercial user (Hourly, added to 6-hour rental)	\$30	No change
	Previous description: Hourly off-prime rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Update Description	Hourly off-prime rental by a local commercial user (Hourly, added to 6-hour rental)	\$26	No change
	Previous description: Hourly off-prime rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Update Description	Hourly prime day rental by a non-local not-for-profit user (Hourly, added to 6-hour rental)	\$37	No change
	Previous description: Hourly prime day rental by a non-local not-for-profit user (Up to 5 hours, added to 6-hour rental)		
Update Description	Off-prime rental by a non-local not-for-profit (Hourly, added to a 6-hour rental)	\$29	No change
	Previous description: Off-prime rental by a non-local not-for-profit (Up to 5 hours, added to a 6-hour rental)		
Update Description	Hourly prime day rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$44	No change
	Previous description: Hourly prime day rental by a non-local commercial user (Up to 5 hours, added to 6-hour rental)		
Update Description	Hourly off-prime rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$33	No change
	Previous description: Hourly off-prime rental by a local commercial user (Up to 5 hours, added to 6-hour rental)		

**Lewisville Grand Theater – Center Courtyard**

Type of Change	Description	Current	Proposed
Update Description	Hourly prime day rentals by a local not-for-profit (Hourly, added to 6-hour rental)	\$31	No change
	Previous description: Hourly prime day rentals by a local not-for-profit (Up to 5 hours, added to 6-hour rental)		

Update Description	Hourly off-prime rental by a local not-for-profit (Hourly, added to a 6-hour rental)	\$22	No change
	Previous description: Hourly off-prime rental by a local not-for-profit (Up to 5 hours, added to a 6-hour rental)		
Update Description	Hourly prime day rental by a local commercial user (Hourly, added to a 6-hour rental)	\$35	No change
	Previous description: Hourly prime day rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Update Description	Hourly off-prime rental by a local commercial user (Hourly, added to 6-hour rental)	\$26	No change
	Previous description: Hourly off-prime rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Update Description	Hourly prime day rental by a non-local not-for-profit user (Hourly, added to 6-hour rental)	\$37	No change
	Previous description: Hourly prime day rental by a non-local not-for-profit user (Up to 5 hours, added to 6-hour rental)		
Update Description	Off-prime rental by a non-local not-for-profit (Hourly, added to a 6-hour rental)	\$29	No change
	Previous description: Off-prime rental by a non-local not-for-profit (Up to 5 hours, added to a 6-hour rental)		
Update Description	Hourly prime day rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$44	No change
	Previous description: Hourly prime day rental by a non-local commercial user (Up to 5 hours, added to 6-hour rental)		
Update Description	Hourly off-prime rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$33	No change
	Previous description: Hourly off-prime rental by a non-local commercial user (Up to 5 hours, added to 6-hour rental)		

**Lewisville Grand Theater – Arts Classroom**

Type of Change	Description	Current	Proposed
Update Description	Hourly prime day rentals by a local not-for-profit (Hourly, added to 6-hour rental)	\$20	No change

	Previous description: Hourly prime day rentals by a local not-for-profit (Up to 5 hours, added to 6-hour rental)		
Remove Fee	Full day prime day rental by a local not-for-profit (Up to 12 hours)	\$225	Remove
Update Description	Hourly off-prime rental by a local not-for-profit (Hourly, added to a 6-hour rental)	\$14	No change
	Previous description: Hourly off-prime rental by a local not-for-profit (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day off-prime rental by a local not-for-profit (Up to 12 hours)	\$160	Remove
Update Description	Hourly prime day rental by a local commercial user (Hourly, added to a 6-hour rental)	\$23	No change
	Previous description: Hourly prime day rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day prime day rental by a local commercial user (Up to 12 hours)	\$260	Remove
Update Description	Hourly off-prime rental by a local commercial user (Hourly, added to 6-hour rental)	\$17	No change
	Previous description: Hourly off-prime rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day off-prime rental by a local commercial user (Up to 12 hours)	\$200	Remove
Update Description	Hourly prime day rental by a non-local not-for-profit user (Hourly, added to 6-hour rental)	\$24	No change
	Previous description: Hourly prime day rental by a non-local not-for-profit (Up to 5 hours, added to 6-hour rental)		
Remove Fee	Full day prime day rental by non-local not-for-profit (Up to 12 hours)	\$270	Remove
Update Description	Hourly off-prime rental by a non-local not-for-profit (Hourly, added to a 6-hour rental)	\$18	No change
	Previous description: Hourly off-prime rental by a non-local not-for-profit (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day off-prime rental by a non-local not-for-profit user (up to 12 hours)	\$205	Remove
Update Description	Hourly prime day rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$28	No change
	Previous description:		

	Hourly prime day rental by a non-local commercial user (Up to 5 hours, added to 6-hour rental)		
Remove Fee	Full day prime day rental by non-local commercial user	\$315	Remove
Update Description	Hourly off-prime rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$21	No change
	Previous description: Hourly off-prime rental by a non-local commercial user (Up to 5 hours, added to 6-hour rental)		
Remove Fee	Full day off-prime rental by non-local commercial user (up to 12 hours)	\$235	Remove

**Lewisville Grand Theater – Arts Gallery**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Update Description	Hourly prime day rental by a local not-for-profit (Hourly, added to 6-hour rental)	\$29	No change
	Previous description: Hourly prime day rental by a local not-for-profit (Up to 5 hours, added to 6-hour rental)		
Increase Fee	Off-prime* rental by a local not-for-profit (6 hours)	\$124	\$132
New Fee	Hourly off-prime day rental by local not-for-profit (Hourly, added to a 6-hour rental)	N/A	\$22
Remove Fee	Full day off-prime day rental by a local not-for-profit	\$249	Remove
Update Description	Hourly prime day rental by a local commercial user (Hourly, added to a 6-hour rental)	\$33	No change
	Previous description: Hourly prime day rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day prime day rental by a local commercial user (Up to 12 hours)	\$396	Remove
Decrease Fee	Off-prime rental by local commercial user (6 hours)	\$149	\$144
Update Description	Hourly off-prime rental by a local commercial user (Hourly, added to 6-hour rental)	\$24	No change
	Previous description: Hourly off-prime rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day off-prime rental by a local commercial user (Up to 12 hours)	\$297	Remove

New Fee	Hourly prime day rental by non-local not-for-profit user (Hourly, added to 6-hour rental)	N/A	\$35
Remove Fee	Full day prime day rental by non-local not-for-profit (Up to 12 hours)	\$420	Remove
Increase Fee	Off-prime rental by non-local not-for-profit user (6 hours)	\$162	\$174
New Fee	Hourly off-prime day rental by non-local not-for-profit (Hourly, added to a 6-hour rental)	N/A	\$29
Remove Fee	Full day off-prime rental by a non-local not-for-profit user	\$323	Remove
Increase Fee	Prime day rental by a non-local commercial user (6 hours)	\$281	\$282
New Fee	Hourly prime day rental by a non-local commercial user (Hourly, added to 6-hour rental)	N/A	\$47
Remove Fee	Full day prime day rental by non-local commercial user (up to 12 hours)	\$495	Remove
Increase Fee	Off-prime rental by a non-local commercial user (6 hours)	\$186	\$222
Update Description and Increase Fee	Hourly off-prime rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$31	\$37
	Previous description: Hourly off-prime rental by a non-local commercial user (Up to 5 hours, added to 6-hour rental)		
Remove Fee	Full day off-prime rental by non-local commercial user (up to 12 hours)	\$372	Remove

**Lewisville Grand Theater – Run of House Tech Day**

Type of Change	Description	Current	Proposed
Update Description	Prime day rental by local not-for-profit (12 hours, in conjunction with event rental)	\$2,640	No change
	Previous description: Run of House Rental of Lewisville Grand Theater (Local, Not-for-Profit Rental Rates) Tech Day		
Update Description	Off-Prime day rental by local not-for-profit (12 hours, in conjunction with event rental), Prime day rental (12 hours, in conjunction with event rental)	\$1,941	No change
	Previous description: Run of House Rental of Lewisville Grand Theater (Local, Not-for-Profit Rental Rates)		

	Tech Day, Off-Prime day rental (12 hours, in conjunction with event rental)		
Update Description	Prime day rental by local commercial user (12 hours, in conjunction with event rental)	\$3,010	No change
	Previous description: Run of House Rental of Lewisville Grand Theater (Local, Commercial Rental Rates) Tech Day, Prime day rental (12 hours, in conjunction with event retail)		
Update Description	Off-Prime day rental by local commercial user (12 hours, in conjunction with event rental)	\$2,297	No change
	Previous description: Run of House Rental of Lewisville Grand Theater (Local, Commercial Rental Rates) Tech Day, Off-Prime day rental (12 hours, in conjunction with event rental)		
Update Description	Prime day rental by non-local not-for-profit user (12 hours, in conjunction with event rental)	\$3,194	No change
	Previous description: Run of House Rental of Lewisville Grand Theater (Non-Local, Not-for-Profit Rental Rates) Tech Day, Prime day rental (12 hours, in conjunction with event rental)		
Update Description	Off-Prime day rental by non-local not-for-profit user (12 hours, in conjunction with event rental)	\$2,488	No change
	Previous description: Run of House Rental of Lewisville Grand Theater (Non-Local, Not-for-Profit Rental Rates) Tech Day, Off-Prime day rental (12 hours, in conjunction with event rental)		
Update Description	Prime day rental by non-local commercial user (12 hours, in conjunction with event rental)	\$3,775	No change
	Previous description: Run of House Rental of Lewisville Grand Theater (Non-Local, Commercial Rental Rates) Tech Day, Prime day rental (12 hours, in conjunction with event rental)		
Update Description	Off-Prime day rental by non-local commercial user (12 hours, in conjunction with event rental)	\$3,630	No change
	Previous description: Run of House Rental of Lewisville Grand Theater (Non-Local, Commercial Rental Rates) Tech Day, Off-Prime day rental (12 hours, in conjunction with event rental)		

**Lewisville Grand Theater – Lobby**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Update Description	Hourly prime day rental by a local not-for-profit (Hourly, added to 6-hour rental)	\$44	No change
	Previous description: Hourly prime day rentals by a local not-for-profit (Up to 5 hours, added to 6-hour rental)		
Remove Fee	Full day prime day rental by a local not-for-profit (Up to 12 hours)	\$528	Remove
Update Description	Hourly off-prime rental by a local not-for-profit (Hourly, added to a 6-hour rental)	\$36	No change
	Previous description: Hourly off-prime rental by a local not-for-profit (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day off-prime rental by a local not-for-profit (Up to 12 hours)	\$440	Remove
Update Description	Hourly prime-day rental by a local commercial user (Hourly, added to a 6-hour rental)	\$55	No change
	Previous description: Hourly prime day rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day prime day rental by a local commercial user (Up to 12 hours)	\$660	Remove
Update Description	Hourly off-prime rental by a local commercial user (Hourly, added to 6-hour rental)	\$47	No change
	Previous description: Hourly off-prime rental by a local commercial user (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day off-prime rental by a local commercial user (Up to 12 hours)	\$550	Remove
Update Description	Hourly prime day rental by a non-local not-for-profit user (Hourly, added to 6-hour rental)	\$59	No change
	Previous description: Hourly prime day rental by a non-local not-for-profit (Up to 5 hours, added to 6-hour rental)		
Remove Fee	Full day prime day rental by non-local not-for-profit (Up to 12 hours)	\$715	Remove
Update Description	Hourly off-prime rental by a non-local not-for-profit (Hourly, added to a 6-hour rental)	\$51	No change
	Previous description: Hourly off-prime rental by a non-local not-for-profit (Up to 5 hours, added to a 6-hour rental)		
Remove Fee	Full day off-prime rental by a non-local not-for-profit user (up to 12 hours)	\$605	Remove

Update Description	Hourly prime-day rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$68	No change
	Previous description: Hourly prime day rental by a non-local commercial user (Up to 5 hours, added to 6-hour rental)		
Remove Fee	Full day prime day rental by non-local commercial user	\$825	Remove
Update Description	Hourly off-prime rental by a non-local commercial user (Hourly, added to 6-hour rental)	\$47	No change
	Previous description: Hourly off-prime rental by a non-local commercial user (Up to 5 hours, added to 6-hour rental)		
Remove Fee	Full day off-prime rental by non-local commercial user (up to 12 hours)	\$715	Remove

**Wayne Ferguson Plaza**

Type of Change	Description	Current	Proposed
Update Description	Wayne Ferguson Plaza Rental including stage activation (up to 8 hours client time). Includes stage activation labor and weather monitoring (mandatory) and standard lighting package	N/A	N/A
	Previous description: Wayne Ferguson Plaza Rental including stage activation (up to 8 hours). Includes stage activation labor and weather monitoring (mandatory) and standard lighting package		
Remove Fee	Rigger/weather watcher (Wayne Ferguson Plaza stage activation, hourly after 8 hours, up to 16 hours	\$55/hour (4-hour minimum)	Remove

**Definition of Terms**

Type of Change	Description	Current	Proposed
New Definition	Tech Day = a booking dedicated to rehearsing or setting technical aspects of an event or production. May include building scenery, setting lights, fly rigging, etc. Performances cannot occur on Tech Days. Tech Days are only applicable to bookings with three or more consecutive dates rented. Additional restrictions may apply.	N/A	N/A

New Description	Any additional incurred charges after balance payment has been received are due within ten business days after invoice is provided. Damages/Cleaning/Additions fee will be used towards this balance first before additional invoices are prepared.	N/A	N/A
-----------------	---	-----	-----

**Holiday Stroll**

Type of Change	Description	Current	Proposed
Update Description and Increase Fee	Vendor booth – Artist (10 x 10) / includes 20 amps of electric power	\$125	\$195
	Previous description: Artisan/Retail Exhibitor 10 x 10		
Update Description and Increase Fee	Vendor booth – Artist (10 x 20) / includes 20 amps of electric power	\$175	\$235
	Previous description: Artisan/Retail Exhibitor 10 x 20		
Update Description and Decrease Fee	Vendor booth – Artist (10 x 30) / includes 20 amps of electric power	\$400	\$275
	Previous description: Artisan/Retail Exhibitor 10 x 30		
New Fee Category	Vendor booth – Retail/Exhibitor (10 x 10) / includes 20 amps of electric power	N/A	\$220
New Fee Category	Vendor booth – Retail/Exhibitor (10 x 20) / includes 20 amps of electric power	N/A	\$260
New Fee Category	Vendor booth – Retail/Exhibitor (10 x 30) / includes 20 amps of electric power	N/A	\$320
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 10) / includes 20 amps of electric power	\$75	\$145
	Previous description: Non-profit 10 x 10		
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 20) / includes 20 amps of electric power	\$125	\$185
	Previous description: Non-profit 10 x 20		
Update Description and Decrease Fee	Vendor booth – Nonprofit (10 x 30) / includes 20 amps of electric power	\$325	\$225
	Previous description: Non-profit 10 x 30		
Update Description and Increase Fee	Vendor booth – Food Sampler (10 x 10) / includes 20 amps of electric power	\$150	\$170
	Previous description: Food exhibitor packages (sampling) 10 x 10		
	Vendor booth – Food Sampler (10 x 20) / includes 20 amps of electric power	\$300	\$210

Update Description and Decrease Fee	Previous description: Food exhibitor packages (sampling) 10 x 20		
Update Description and Decrease Fee	Vendor booth – Food Sampler (10 x 30) / includes 20 amps of electric power	\$400	\$270
	Previous description: Food exhibitor packages (sampling) 10 x 30		
New Fee	Vendor booth – Food Concession (10 x 10) / includes 20 amps of electric power	N/A	\$200
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 20) / includes 20 amps of electric power	\$200	\$300
	Previous description: On-site concessionaire food sales 10 x 20		
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 30) / includes 20 amps of electric power	\$300	\$400
	Previous description: On-site concessionaire food sales 10 x 30		
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 40) / includes 20 amps of electric power	\$400	\$500
	Previous description: On-site concessionaire food sales 10 x 40		

**St. Paddy’s Texas Style**

The St. Paddy’s event has never had its own section of fees and has always been categorized under the general event fees. Beginning in FY 2024, this event will have its own section in the fee schedule.

Type of Change	Description	Current	Proposed
New Fee	Vendor booth - Nonprofit (10 x 10) / includes 20 amps of electric power	N/A	\$145
New Fee	Vendor booth - Nonprofit (10 x 20) / includes 20 amps of electric power	N/A	\$185
New Fee	Vendor booth - Nonprofit (10 x 30) / includes 20 amps of electric power	N/A	\$225
New Fee	Vendor booth - Artist (10 x 10) / includes 20 amps of electric power	N/A	\$195
New Fee	Vendor booth - Artist (10 x 20) / includes 20 amps of electric power	N/A	\$235
New Fee	Vendor booth - Artist (10 x 30) / includes 20 amps of electric power	N/A	\$275
New Fee	Vendor booth - Retail/Exhibitor (10 x 10) / includes 20 amps of electric power	N/A	\$220
New Fee	Vendor booth - Retail/Exhibitor (10 x 20) / includes 20 amps of electric power	N/A	\$260

New Fee	Vendor booth - Retail/Exhibitor (10 x 30) / includes 20 amps of electric power	N/A	\$320
New Fee	Vendor booth - Food Concession (10 x 10) / includes 20 amps of electric power	N/A	\$200
New Fee	Vendor booth - Food Concession (10 x 20) / includes 20 amps of electric power	N/A	\$300
New Fee	Vendor booth - Food Concession (10 x 30) / includes 20 amps of electric power	N/A	\$400
New Fee	Vendor booth - Food Concession (10 x 40) / includes 20 amps of electric power	N/A	\$500
New Fee	Vendor booth - Food Sampler (10 x 10) / includes 20 amps of electric power	N/A	\$170
New Fee	Vendor booth - Food Sampler (10 x 20) / includes 20 amps of electric power	N/A	\$210
New Fee	Vendor booth - Food Sampler (10 x 30) / includes 20 amps of electric power	N/A	\$270

**Colorpalooza – A Celebration of Spring**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Update Description and Increase Fee	Vendor booth – Artist (10 x 10) / includes 20 amps of electric power	\$125	\$195
	Previous description: Artisan/Retail Exhibitor 10 x 10		
Update Description and Increase Fee	Vendor booth – Artist (10 x 20) / includes 20 amps of electric power	\$185	\$205
	Previous description: Artisan/Retail Exhibitor 10 x 20		
Update Description and Increase Fee	Vendor booth – Artist (10 x 30) / includes 20 amps of electric power	\$235	\$245
	Previous description: Artisan/Retail Exhibitor 10 x 30		
New Fee Category	Vendor booth – Retail/Exhibitor (10 x 10) / includes 20 amps of electric power	N/A	\$220
New Fee Category	Vendor booth – Retail/Exhibitor (10 x 20) / includes 20 amps of electric power	N/A	\$260
New Fee Category	Vendor booth – Retail/Exhibitor (10 x 30) / includes 20 amps of electric power	N/A	\$320
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 10) / includes 20 amps of electric power	\$75	\$145
	Previous description: Non-profit exhibitor 10 x 10		
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 20) / includes 20 amps of electric power	\$115	\$185
	Previous description: Non-profit exhibitor 10 x 20		

Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 30) / includes 20 amps of electric power	\$175	\$225
	Previous description: Non-profit exhibitor 10 x 30		
Update Description and Increase Fee	Vendor booth – Food Sampler (10 x 10) / includes 20 amps of electric power	\$150	\$170
	Previous description: Food Exhibitor (pre-packaged) 10 x 10		
Update Description and Increase Fee	Vendor booth – Food Sampler (10 x 20) / includes 20 amps of electric power	\$250	\$210
	Previous description: Food Exhibitor (pre-packaged) 10 x 20		
Update Description and Increase Fee	Vendor booth – Food Sampler (10 x 30) / includes 20 amps of electric power	\$375	\$270
	Previous description: Food Exhibitor (pre-packaged) 10 x 30		
New Fee	Vendor booth – Food Concession (10 x 10) / includes 20 amps of electric power	N/A	\$200
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 20) / includes 20 amps of electric power	\$225	\$300
	Previous description: On-site Concessionaire food sales 10 x 20		
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 30) / includes 20 amps of electric power	\$325	\$400
	Previous description: On-site Concessionaire food sales 10 x 30		
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 40) / includes 20 amps of electric power	\$425	\$500
	Previous description: On-site Concessionaire food sales 10 x 40		

**Sounds of Lewisville**

Type of Change	Description	Current	Proposed
New Fee	Vendor booth – Nonprofit (10 x 10)	N/A	\$50
New Fee	Vendor booth – Nonprofit (10 x 20)	N/A	\$75
New Fee	Vendor booth – Nonprofit (10 x 30)	N/A	\$100
New Fee	Vendor booth – Artist (10 x 10)	N/A	\$75
New Fee	Vendor booth – Artist (10 x 20)	N/A	\$100
New Fee	Vendor booth – Artist (10 x 30)	N/A	\$125
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 10)	\$25	\$100
	Previous description: Sounds of Lewisville Retail/Exhibitor (10 x 10)		
New Fee	Vendor booth – Retail/Exhibitor (10 x 20)	N/A	\$125
New Fee	Vendor booth – Retail/Exhibitor (10 x 30)	N/A	\$150

Update Description and Increase Fee	Vendor booth – Food Concession (10 x 10)	\$25	\$50
	Previous description: Sounds of Lewisville Food Vendor (10 x 10)		
New Fee	Vendor booth – Food Concession (10 x 20)	N/A	\$75
New Fee	Vendor booth – Food Concession (10 x 30)	N/A	\$100
New Fee	Vendor booth – Food Concession (10 x 40)	N/A	\$125
Update Description and Increase Fee	Vendor booth – Food Sampler (10 x 10)	\$25	\$50
	Previous description: Sounds of Lewisville Food Exhibitor Vendor (packaged items)		
New Fee	Vendor booth – Food Sampler (10 x 20)	N/A	\$75
New Fee	Vendor booth – Food Sampler (10 x 30)	N/A	\$100

**PBR Lewisville**

The PBR Lewisville event has never had its own section of fees and has always been categorized under the general event fees. Beginning in FY 2024, this event will have its own section in the fee schedule.

Type of Change	Description	Current	Proposed
New Fee	Vendor booth – Food Concession (10 x 10) / includes 20 amps of electric power	N/A	\$150
New Fee	Vendor booth - Food Concession (10 x 20) / includes 20 amps of electric power	N/A	\$200
New Fee	Vendor booth - Food Concession (10 x 30) / includes 20 amps of electric power	N/A	\$250

**Western Days**

Type of Change	Description	Current	Proposed
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 10) / includes 20 amps of electric power	\$150	\$300
	Previous description: Western Days Retail/Exhibitor 10 x 10		
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 20) / includes 20 amps of electric power	\$250	\$400
	Previous description: Western Days Retail/Exhibitor 10 x 20		
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 30) / includes 20 amps of electric power	\$350	\$500
	Previous description: Western Days Retail/Exhibitor 10 x 30		
New Fee Category	Vendor booth – Artist (10 x 10) / includes 20 amps of electric power	N/A	\$220

New Fee Category	Vendor booth – Artist (10 x 20) / includes 20 amps of electric power	N/A	\$320
New Fee Category	Vendor booth – Artist (10 x 30) / includes 20 amps of electric power	N/A	\$420
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 10) / includes 20 amps of electric power	\$100	\$170
	Previous description: Western Days Nonprofit exhibitor 10 x 10		
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 20) / includes 20 amps of electric power	\$200	\$270
	Previous description: Western Days Nonprofit exhibitor 10 x 20		
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 30) / includes 20 amps of electric power	\$300	\$370
	Previous description: Western Days Nonprofit exhibitor 10 x 30		
Update Description and Increase Fee	Vendor booth – Food Sampler (10 x 10) / includes 20 amps of electric power	\$200	\$250
	Previous description: Western Days Food Exhibitor Vendor (packaged items) 10 x 10		
Update Description and Increase Fee	Vendor booth – Food Sampler (10 x 20) / includes 20 amps of electric power	\$300	\$350
	Previous description: Western Days Food Exhibitor Vendor (packaged items) 10 x 20		
Update Description and Increase Fee	Vendor booth – Food Sampler (10 x 30) / includes 20 amps of electric power	\$400	\$450
	Previous description: Western Days Food Exhibitor Vendor (packaged items) 10 x 30		
New Fee	Vendor booth – Food Concession (10 x 10) / includes 20 amps of electric power	N/A	\$320, plus 20% of gross sales
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 20) / includes 20 amps of electric power	\$350, plus 20% of gross sales	\$420, plus 20% of gross sales
	Previous description: Western Days On-Site Food Vendor (10 x 20)		
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 30) / includes 20 amps of electric power	\$450, plus 20% of gross sales	\$520, plus 20% of gross sales
	Previous description: Western Days On-Site Food Vendor (10 x 30)		
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 40) / includes 20 amps of electric power	\$550, plus 20% of gross sales	\$620, plus 20% of gross sales
	Previous description: Western Days On-Site Food Vendor (10 x 40)		

**Events Not Listed with Expected Attendance of Less Than 1,000 People**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
New Fee	Vendor booth – Artist (10 x 10)	N/A	\$45
New Fee	Vendor booth – Artist (10 x 20)	N/A	\$65
New Fee	Vendor booth – Artist (10 x 30)	N/A	\$85
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 10)	\$45	\$65
	Previous description: Artisan/Retail exhibitor 10 x 10		
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 20)	\$65	\$85
	Previous description: Artisan/Retail exhibitor 10 x 20		
New Fee	Vendor booth – Retail/Exhibitor (10 x 30)	N/A	\$105
Update Description	Vendor booth – Nonprofit (10 x 10)	\$40	No change
	Previous description: Non-profit exhibitor 10 x 10		
Update Description	Vendor booth – Nonprofit (10 x 20)	\$55	No change
	Previous description: Non-profit exhibitor 10 x 20		
New Fee	Vendor booth – Nonprofit (10 x 30)	N/A	\$65
Update Description and Decrease Fee	Vendor booth – Food Sampler (10 x 10)	\$70	\$55
	Previous description: Food Exhibitor (pre-packaged) 10 x 10		
Update Description and Increase Fee	Vendor booth – Food Sampler (10 x 20)	\$55	\$70
	Previous description: Food Exhibitor (pre-packaged) 10 x 20		
New Fee	Vendor booth – Food Sampler (10 x 30)	N/A	\$85
New Fee	Vendor booth – Food Concession (10 x 10)	N/A	\$100
Update Description	Vendor booth – Food Concession (10 x 20)	\$125	No change
	Previous description: On-site food concessionaire 10 x 20		
Update Description	Vendor booth – Food Concession (10 x 30)	\$175	No change
	Previous description: On-site food concessionaire 10 x 30		

**Events Not Listed with Expected Attendance of 1,000 to 10,000 People**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
New Fee	Vendor booth – Artist (10 x 10)	N/A	\$100
New Fee	Vendor booth – Artist (10 x 20)	N/A	\$160
New Fee	Vendor booth – Artist (10 x 30)	N/A	\$220
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 10)	\$100	\$200
	Previous description: Artisan/Retail exhibitor 10 x 10		

Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 20)	\$160	\$260
	Previous description: Artisan/Retail exhibitor 10 x 20		
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 30)	\$210	\$320
	Previous description: Artisan/Retail exhibitor 10 x 30		
Update Description	Vendor booth – Nonprofit (10 x 10)	\$75	No change
	Previous description: Non-profit exhibitor 10 x 10		
Update Description	Vendor booth – Nonprofit (10 x 20)	\$115	No change
	Previous description: Non-profit exhibitor 10 x 20		
Update Description	Vendor booth – Nonprofit (10 x 30)	\$150	No change
	Previous description: Non-profit exhibitor 10 x 30		
Update Description	Vendor booth – Food Sampler (10 x 10)	\$150	No change
	Previous description: Food Exhibitor (pre-packaged) 10 x 10		
Update Description	Vendor booth – Food Sampler (10 x 20)	\$250	No change
	Previous description: Food Exhibitor (pre-packaged) 10 x 20		
Update Description	Vendor booth – Food Sampler (10 x 30)	\$350	No change
	Previous description: Food Exhibitor (pre-packaged) 10 x 30		
New Fee	Vendor booth – Food Concession (10 x 10)	N/A	\$125
Update Description	Vendor booth – Food Concession (10 x 20)	\$225	No change
	Previous description: On-site food concessionaire 10 x 20		
Update Description	Vendor booth – Food Concession (10 x 30)	\$325	No change
	Previous description: On-site food concessionaire 10 x 30		
Update Description	Vendor booth – Food Concession (10 x 40)	\$425	No change
	Previous description: On-site food concessionaire 10 x 40		

**Events Not Listed with Expected Attendance of 10,000 People or More**

Type of Change	Description	Current	Proposed
New Fee	Vendor booth – Artist (10 x 10)	N/A	\$220
New Fee	Vendor booth – Artist (10 x 20)	N/A	\$320
New Fee	Vendor booth – Artist (10 x 30)	N/A	\$420
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 10)	\$200	\$300
	Previous description: Artisan/Retail exhibitor 10 x 10		
	Vendor booth – Retail/Exhibitor (10 x 20)	\$300	\$400

Update Description and Increase Fee	Previous description: Artisan/Retail exhibitor 10 x 20		
Update Description and Increase Fee	Vendor booth – Retail/Exhibitor (10 x 30)	\$400	\$500
	Previous description: Artisan/Retail exhibitor 10 x 30		
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 10)	\$150	\$170
	Previous description: Non-profit exhibitor 10 x 10		
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 20)	\$250	\$270
	Previous description: Non-profit exhibitor 10 x 20		
Update Description and Increase Fee	Vendor booth – Nonprofit (10 x 30)	\$350	\$370
	Previous description: Non-profit exhibitor 10 x 30		
Update Description	Vendor booth – Food Sampler (10 x 10)	\$250	No change
	Previous description: Food Exhibitor (pre-packaged) 10 x 10		
Update Description	Vendor booth – Food Sampler (10 x 20)	\$350	No change
	Previous description: Food Exhibitor (pre-packaged) 10 x 20		
Update Description	Vendor booth – Food Sampler (10 x 30)	\$450	No change
	Previous description: Food Exhibitor (pre-packaged) 10 x 30		
New Fee	Vendor booth – Food Concession (10 x 10)	N/A	\$320 plus 20% sales
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 20)	\$400 plus 20% sales	\$420 plus 20% sales
	Previous description: On-site concessionaire 10 x 20		
Update Description and Increase Fee	Vendor booth – Food Concession (10 x 30)	\$500 plus 20% sales	\$520 plus 20% sales
	Previous description: On-site concessionaire 10 x 30		
Update Description	Vendor booth – Food Concession (10 x 40)	\$600 plus 20% sales	\$620 plus 20% sales
	Previous description: On-site concessionaire 10 x 40		
Update Description	Vendor booth – Commercial Services Exhibitor (10 x 10)	\$325	No change
	Previous description: Commercial services exhibitor 10 x 10		
Update Description	Vendor booth – Commercial Services Exhibitor (10 x 20)	\$400	No change
	Previous description: Commercial services exhibitor 10 x 20		
Update Description	Vendor booth – Commercial Services Exhibitor (10 x 20)	\$500	No change
	Previous description:		

	Commercial services exhibitor 10 x 20		
--	---------------------------------------	--	--

**Vendor Fees for City Events**

Type of Change	Description	Current	Proposed
Increase Fee	Vendor Tent Rental (10 x 10)	\$100	\$150
New Description	Special Events Manager shall be authorized to negotiate vendor fees by up to 50 percent to allow for market conditions, or to waive certain fees if doing so is considered to be a business necessity. Contracts that include a fee reduction or waiver must be approved in advance by the City Manager's Office.	N/A	N/A

**ENGINEERING**

During the 88<sup>th</sup> Texas Legislative Session, House Bill 3492 was passed and signed into law. The bill requires engineering inspection fees to be based only on three methods: the fee that would be charged by a qualified, independent third-party entity, the hourly rate for the estimated actual direct time of the municipality’s employee performing those services, or the actual costs assessed to the municipality by a third-party entity that provides those services to the municipality.

Type of Change	Description	Current	Proposed
Update Description and Fee Calculation Change	Private development projects, City Staff Inspection – 1 hour minimum per site visit, per hour rate	3.5% of construction cost	\$94.72
	Previous description: Private developments		
New Fee	Private development projects, Third-Party Inspection	N/A	Actual hourly cost to the City for the third-party inspection service per contract.
Update Description and Fee Calculation Change	Private development projects - After hours inspection, four-hour minimum, per hour rate	Top of range overtime rate for an engineering construction inspector plus 18%	\$118.80
	Previous description: Public and private projects – After hours inspection, four-hour minimum, per hour		

Update Description	City construction projects - After hours inspection, four-hour minimum, per hour rate	Top of range overtime rate for an engineering construction inspector plus 18%	\$118.80
	Previous description: City construction projects – After hours inspection, four-hour minimum, per hour		

**FINANCE**

**Water Rates, not including properties which were annexed into the City on November 15, 2021 – Meter Size**

Type of Change	Description	Current	Proposed
Fee Increase	¾-inch	\$22.16	\$24.18
Fee Increase	1-inch	\$23.77	\$24.18
Fee Increase	1 1/2-inch	\$73.88	\$80.52
Fee Increase	2-inch	\$118.20	\$128.88
Fee Increase	3-inch	\$221.63	\$241.80
Fee Increase	4-inch	\$369.39	\$403.09
Fee Increase	6-inch	\$738.77	\$805.92
Fee Increase	8-inch	\$1,182.03	\$1,289.52
Fee Increase	10-inch	\$1,707.31	\$1,853.88

**Water Rates, not including properties which were annexed into the City on November 15, 2021 – Volumetric Rate**

Type of Change	Description	Current	Proposed
Fee Increase	2,001 – 15,000 <i>*Fee specific to Residential</i>	\$3.51	\$3.57
Fee Increase	15,001 – 35,000 <i>*Fee specific to Residential</i>	\$3.66	\$3.78
Fee Increase	35,001 – 50,000 <i>*Fee specific to Residential</i>	\$4.23	\$4.53
Fee Increase	50,000+ <i>*Fee specific to Residential</i>	\$4.84	\$5.36
Fee Increase	2,001+ <i>*Fee specific to Commercial/Industrial</i>	\$3.51	\$3.57

**Sewer Rates, not including properties which were annexed into the City on November 15, 2021**

Type of Change	Description	Current	Proposed
Fee Increase	Monthly minimum bill (2,000 gallons)	\$10.08	\$10.23

	<i>*Fee specific to single-family dwelling</i>		
Fee Increase	Volume charge per 1,000 (over 2,000 gallons) <i>*Fee specific to single-family dwelling</i>	\$4.44	\$4.61
Fee Increase	Monthly minimum bill (2,000 gallons) <i>*Fee specific to non-single-family dwelling</i>	\$10.08	\$10.23
Fee Increase	Volume charge per 1,000 (over 2,000 gallons) <i>*Fee specific to non-single-family dwelling</i>	\$4.44	\$4.61
Fee Increase	Monthly minimum bill (2,000 gallons) <i>*Fee specific to commercial/industrial</i>	\$11.17	\$11.88
Fee Decrease	Volume charge per 1,000 (over 2,000 gallons) <i>*Fee specific to commercial/industrial</i>	\$4.44	\$4.39
Fee Increase	All new residential customers shall be charged a flat fee per month until the winter average can be established.	\$27.19	\$28.68
Fee Increase	In instances where dwellings are not serviced by the city waterworks system, the charge for services furnished by the city sanitary sewer systems shall be a flat fee per dwelling unit per month.	\$27.19	\$28.68

**Transported Liquid Waste**

Type of Change	Description	Current	Proposed
Fee Increase	Trip Charge – To cover staff time for coordination, observation, and paperwork, per inspector, per waste hauler trip	\$25.00	\$29.00

**FIRE**

**Certificate of Annual Inspection**

Type of Change	Description	Current	Proposed
Update Description	Certificate of annual inspection	N/A	N/A
	Previous description: Certificate of annual inspection permit		
Update Description	Assembly group A, per square foot (minimum 20.00, maximum 500.00)	0.010	No change
	Previous description: Assembly group A, per square foot (minimum 20.00, maximum 250.00)		
Update Description	Business group B, per square foot (minimum 25.00, maximum 550.00)	0.011	No change
	Previous description: Business group B, per square foot (minimum 25.00, maximum 275.00)		

Update Description	Educational group E, per square foot (minimum 20.00, maximum 500.00)	0.010	No change
	Previous description: Educational group E, per square foot (minimum 20.00, maximum 250.00)		
Update Description	Factory industrial group F, per square foot (minimum 25.00, maximum 600.00)	0.012	No change
	Previous description: Factory industrial group F, per square foot (minimum 25.00, maximum 300.00)		
Update Description	High hazard group H, per square foot (minimum 50.00, maximum 850.00)	0.017	No change
	Previous description: High hazard group H, per square foot (minimum 50.00, maximum 425.00)		
Update Description	Institutional group I, per square foot (minimum 50.00, maximum 350.00)	0.007	No change
	Previous description: Institutional group I, per square foot (minimum 50.00, maximum 175.00)		
Update Description	Mercantile group M, per square foot (minimum 30.00, maximum 700.00)	0.014	No change
	Previous description: Mercantile group M, per square foot (minimum 30.00, maximum 350.00)		
Update Description	Residential group R1 and R4, per square foot (minimum 20.00, maximum 400.00)	0.008	No change
	Previous description: Residential group R1 and R4, per square foot (minimum 20.00, maximum 200.00)		
Update Description	Storage group S, per square foot (minimum 25.00, maximum 600.00)	0.012	No change
	Previous description: Storage group S, per square foot (minimum 25.00, maximum 300.00)		
New Fee	Past due annual inspection fee (30 days)	N/A	Fee is doubled

**Acceptance Test/New Installation of Special Fire Protection Systems – Remodel/Alteration**

Type of Change	Description	Current	Proposed
Update Description	0-19 heads	\$50	No change
	Previous description: 0-40 heads		
Update Description and Fee Increase	20 or more heads	\$100	\$100 + \$1.00 per sprinkler head
	Previous description: 41 or more heads		

Update Description and Fee Increase	Fire alarm system	\$100 + \$2.00 per device	\$125.00 + \$2.00 per device
	Previous description: Fire alarm system (per building/floor)		

**Fire Prevention Permit Fees**

Type of Change	Description	Current	Proposed
Update Description and Fee Increase	Flammable/combustible liquids/tanks installation/removal	\$50.00	\$50 per tank + \$25 per dispenser
	Previous description: Flammable/combustible liquids/tanks		

**LIBRARY**

Type of Change	Description	Current	Proposed
New Fee	Lost or damaged Interlibrary Loan Items	N/A	Replacement or repair cost of item

**NEIGHBORHOOD AND INSPECTION SERVICES**

**Building Permits**

The New construction - backyard cottage permit fee was previously under the New construction-residential category that is the same cost, but has a different application type.

Type of Change	Description	Current	Proposed
New Fee	New Construction – backyard cottage (per square foot)	N/A	0.56

**Health and Code Enforcement**

Type of Change	Description	Current	Proposed
New Fee	Annual backflow testing fee (per device) for temporary construction meters (fire hydrant meters) – upon account setup / annually after 12 months	N/A	\$50

**PARKS AND RECREATION**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Fee Increase	Memorial tree	The city's cost from the supplier for the tree, plus \$50 administrative fee for planting	The city's cost from the supplier for the tree, plaque and material plus \$50 administrative fee for planting
Fee Increase	Memorial bench	The city's cost from the supplier for the bench, plus \$300 administrative fee	The city's cost from the supplier for the bench, plaque and base materials plus \$300 administrative fee
Update Description	<p>City Employee and Retiree Card for all PARD Facilities Including Thrive, LLELA, Tower Bay, Lake Park, and Herring Parks and Recreation Center</p> <p>Previous description:                      City Employee for all PARD Facilities Including Thrive, LLELA, Tower Bay and Lake Park</p>	\$25	No change
New Fee	<p>Park Host Monthly Rate</p> <p><i>*Fee specific to RV Campground Fees</i></p>	N/A	\$240

**Sun Valley Aquatic Park**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Update Description	<p>Non Resident Admission</p> <p>Previous description:                      Admission</p>	\$5	No change
Update Description	<p>Non Resident Season pass – Only valid at Sun Valley</p> <p>Previous description:                      Season pass – Only valid at Old Town and Sun Valley</p>	\$65	No change
Update Description	Season pass – Resident – Only valid at Sun Valley	\$50	No change

	Previous description: Season pass – Resident – Only valid at Old Town and Sun Valley		
Update Description	Family Season Pass (resident, up to 6 family members) – Only valid at Sun Valley	\$175	No change
	Previous description: Family Season Pass (resident, up to 6 family members) – Only valid at Old Town and Sun Valley		

The following fee changes for Sun Valley Aquatic Park will not go into effect until January 1, 2024 so as to allow staff time to educate the public on the new rates.

Type of Change	Description	Current	Proposed
Increase Fee	Non Resident Admission	\$5	\$8
Increase Fee	Non Resident Season pass – Only valid at Sun Valley	\$65	\$100

**Frederick P. Herring Parks and Recreation Center**

Type of Change	Description	Current	Proposed
Update Description	Frederick P. Herring Parks and Recreation Center	N/A	N/A
	Previous description: Frederick P. Herring Recreation Center		
New Fee	Full facility deposit	N/A	\$100
New Fee	Scoreboard controller – rental fee, per day	N/A	\$50
New Fee	Scoreboard controller - deposit	N/A	\$25
Update Description and Increase Fee	One court, per hour after hours <i>*Fee specific to Racquetball and handball court rentals</i>	\$10	\$25
	Previous description: One court, per hour <i>*Fee specific to Racquetball and handball court rentals</i>		
Update Description	All courts, per hour after hours <i>*Fee specific to Racquetball and handball court rentals</i>	\$35	\$90
	Previous description: All courts, per hour <i>*Fee specific to Racquetball and handball court rentals</i>		

**Thrive Recreation Center**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Update Description and Update Fee Type	Family (monthly/annual) – Up to 6 members in a family – Two adults plus youth or seniors living in the same household <i>*Fee specific to Resident Memberships</i>	\$275	\$36/\$275
	Previous description: Family (annual) – Up to 6 members in a family – Two adults plus youth or seniors living in the same household <i>*Fee specific to Resident Memberships</i>		
Update Description and Update Fee Type	Family (monthly/annual) – Up to 6 members in a family – Two adults plus youth or seniors living in the same household <i>*Fee specific to Non-Resident Memberships</i>	\$415	\$54/\$415
	Previous description: Family (annual) – Up to 6 members in a family – Two adults plus youth or seniors living in the same household <i>*Fee specific to Non-Resident Memberships</i>		

The following fee changes for Non-Resident Memberships for Thrive Recreation Center will not go into effect until January 1, 2024 so as to allow staff time to educate the public on the new rates.

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Increase Fee	Adult (day/month/annual)	\$8/\$27/\$315	\$10/\$35/\$375
Increase Fee	Youth under 18 and Seniors 60+ (day/month/annual)	\$6/\$18/\$40	\$8/\$26/\$90
Increase Fee	Family (monthly/annual) – Up to 6 members in a family – two adults plus youth or seniors living in the same household	\$54/\$415	\$75/\$550

**PLANNING AND DEVELOPMENT**

**Old Town Development Plan Submittal**

<b>Type of Change</b>	<b>Description</b>	<b>Current</b>	<b>Proposed</b>
Remove Description	Old Town development plan submittal	N/A	N/A
Remove Fee	Less than one acre	\$250	Remove
Remove Fee	1.00 – 4.99 acres	\$400	Remove
Remove Fee	5.00 – 24.99 acres	\$400, plus \$30 per acre	Remove

Remove Fee	25.00 and up acres	\$750, plus \$30 per acre	Remove
Remove Fee	Appeal fee for letter of design approval or variance from Old Town development plan	\$500	Remove

**PUBLIC SERVICES**

Type of Change	Description	Current	Proposed
Increase Fee	Samples tested for public water supplies for the purposed of complying with state department of health requirements, per sample	\$27.50	\$29.00

**Stormwater Drainage Utility Charges**

Type of Change	Description	Current	Proposed
Increase Fee	Single-family residential monthly charge per residential equivalent unit (“ERU”), or dwelling unit	\$5.00	\$6.00
Increase Fee	Non-single-family residential monthly charge per 1,000 square feet (“SF”) of impervious area (less any applicable credits)	\$1.79	\$2.14

**Tampering Fee**

Type of Change	Description	Current	Proposed
Increase Fee	First occurrence	\$25	\$25 plus cost of any repairs
Increase Fee	Second occurrence	\$50	\$50 plus cost of any repairs
Increase Fee	Third and subsequent occurrences	\$75	\$75 plus cost of any repairs

All of the above fee changes will become effective on October 1, 2024, with the exception of the sub-categories noted in the Parks and Recreation section, which will become effective January 1, 2024.

**CITY STAFF’S RECOMMENDATION:**

That the City Council approve the ordinance as set forth in the caption above.