

# CITY OF FROST, TEXAS

## COUNCIL ACTION SUMMARY



**Meeting Date:** August 3, 2026

**Agenda Item:** 8

**Subject:** Discussion and possible action to approve Ordinance No. 340 adopting the City of Frost Utility Fee Schedule.

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### UTILITY FEE SCHEDULE AT A GLANCE

#### **Purpose**

Adopt a consolidated Utility Fee Schedule establishing a single official location for all utility rates, fees, deposits, and charges while supporting the modernization of Chapter 13 of the City of Frost Code of Ordinances.

#### **Project**

Code Modernization Project  
Utility Fee Schedule

#### **Project Philosophy**

This ordinance is an organizational and administrative modernization of the City's utility fee structure.

The proposed Utility Fee Schedule consolidates the City's existing utility rates, deposits, fees, and charges into a single official schedule adopted by ordinance. The purpose is to improve organization, transparency, and future administration while preserving existing City policy and fee amounts unless specifically amended by the City Council.

#### **Financial Impact**

None.

This ordinance does not increase utility rates, deposits, fees, or charges.

#### **Key Highlights**

- Creates one official Utility Fee Schedule.
- Consolidates existing utility rates and fees into a single document.
- Removes fee amounts from Chapter 13.
- Improves transparency and public accessibility.
- Simplifies future amendments to utility rates and fees.
- Supports the City's ongoing Code Modernization Project.

#### **Related Agenda Item**

## Agenda Item 7 – Revised Chapter 13 (Utilities)

### **COUNCIL ACTION REQUEST**

Approval of Ordinance No. 340 will:

- Adopt the City's official Utility Fee Schedule.
- Consolidate existing utility rates, deposits, and fees into one document.
- Separate utility fees from utility regulations.
- Improve transparency and long-term administration.
- Continue implementation of the City's Code Modernization Project.

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### **BACKGROUND**

As part of the City's Code Modernization Project, Chapter 13 has been reorganized to improve the organization and readability of the City's utility regulations.

Historically, utility rates, deposits, and various utility charges have been established through multiple ordinances and code amendments over time. Consolidating these amounts into a single Utility Fee Schedule creates one official reference document for utility charges while allowing Chapter 13 to focus on operational and regulatory requirements.

This approach follows a widely accepted municipal practice of separating utility regulations from utility fees, making future amendments more efficient and improving transparency for residents, staff, and the City Council.

### **WHAT IS CHANGING**

#### **Fee Administration**

- Creates one official Utility Fee Schedule.
- Consolidates utility rates, deposits, and charges into a single adopted document.
- Establishes one location for future utility fee amendments.

#### **Code Organization**

- Removes fee amounts from Chapter 13.
- Separates operational regulations from financial provisions.
- Improves the overall organization of the Code of Ordinances.

#### **Administrative Efficiency**

- Simplifies future Council consideration of utility rate adjustments.
- Eliminates the need to amend Chapter 13 when only utility fees change.
- Improves consistency between utility regulations and adopted fees.

## **PRESERVATION OF EXISTING POLICY**

The proposed Utility Fee Schedule is intended to preserve the City's existing utility fee structure while improving organization and administration.

Accordingly, this ordinance preserves:

- Existing water rates.
- Existing wastewater rates.
- Existing solid waste charges.
- Existing utility deposits.
- Existing connection fees.
- Existing reconnection fees.
- Existing tapping fees.
- Existing administrative utility charges.
- The City's authority to establish and amend utility fees by ordinance.

The ordinance does **not** increase utility rates, establish new fees, or implement substantive policy changes. Instead, it consolidates existing fees into a single, easy-to-reference schedule adopted by ordinance.

## **WHY THIS MATTERS**

Utility rates and fees are among the City's most frequently referenced ordinances by residents, developers, contractors, businesses, and City staff.

Maintaining all utility charges within one official schedule improves transparency, simplifies future amendments, and makes utility information easier to locate and administer.

Separating utility fees from Chapter 13 also allows future rate adjustments to be considered independently without reopening the City's utility regulations.

These improvements will:

- Improve transparency.
- Simplify future ordinance amendments.
- Make utility information easier for residents and businesses to locate.
- Improve administrative efficiency.
- Support the City's long-term governance and modernization initiatives.

## **FISCAL IMPACT**

No fiscal impact is anticipated as a result of this ordinance.

The proposed Utility Fee Schedule carries forward the City's existing utility rates, deposits, fees, and charges. Any future adjustments to utility rates or fees will require separate consideration and approval by the City Council.

**LEGAL AUTHORITY**

The City Council is authorized to establish and amend municipal utility rates, fees, and charges under applicable provisions of the Texas Local Government Code and other applicable state law. Adoption of a consolidated Utility Fee Schedule supports the City's ongoing administration of its municipal utility systems while improving the organization of the Code of Ordinances.

**ATTACHMENTS**

1. Ordinance No. 340 – Utility Fee Schedule
2. Exhibit A – Utility Fee Schedule

**RECOMMENDED ACTION**

Approve Ordinance No. 340 adopting the City of Frost Utility Fee Schedule as presented.

Prepared By:

Shannon Wayman

Mayor, City of Frost

## **ORDINANCE NO. 340**

AN ORDINANCE OF THE CITY OF FROST, TEXAS, ADOPTING A UTILITY FEE SCHEDULE; ESTABLISHING UTILITY RATES, DEPOSITS, CONNECTION FEES, RECONNECTION FEES, SOLID WASTE FEES, UTILITY TAXES, AND OTHER UTILITY-RELATED CHARGES; PROVIDING DEFINITIONS; PROVIDING FOR ADMINISTRATIVE CORRECTIONS OF BILLING ERRORS; PROVIDING FOR AMENDMENT OF THE UTILITY FEE SCHEDULE BY ORDINANCE; PROVIDING FOR PRESERVATION OF EXISTING AUTHORITY; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the City of Frost owns and operates municipal utility systems providing water, wastewater, solid waste, and related utility services to customers within and outside the City; and

WHEREAS, the City Council finds that utility rates, deposits, fees, charges, taxes, and related amounts should be consolidated into a single Utility Fee Schedule for ease of administration, transparency, consistency, and future amendment; and

WHEREAS, the City Council further finds that the adoption of a Utility Fee Schedule will improve administration of municipal utility services while preserving the authority of the City to operate and regulate such services;

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

### **SECTION 1. FINDINGS.**

The foregoing recitals are found to be true and correct and are incorporated herein for all purposes.

### **SECTION 2. DEFINITIONS.**

For purposes of this ordinance and the Utility Fee Schedule adopted hereunder, the term "Designated Official" shall have the same meaning as provided in Chapter 13 of the Code of Ordinances, as amended from time to time.

### **SECTION 3. ADOPTION OF UTILITY FEE SCHEDULE.**

The Utility Fee Schedule attached hereto as Exhibit A is hereby adopted and incorporated herein by reference as if fully set forth herein.

The rates, deposits, fees, charges, taxes, assessments, and other amounts contained within Exhibit A shall constitute the official Utility Fee Schedule of the City of Frost, Texas.

#### SECTION 4. APPLICABILITY.

The Utility Fee Schedule shall apply to all utility customers receiving water, wastewater, solid waste, or related utility services from the City unless otherwise provided by ordinance, contract, interlocal agreement, or specific action of the City Council.

#### SECTION 5. OUTSIDE-CITY SERVICE.

Customers located outside the corporate limits of the City shall be subject to the rates, fees, and charges established by the Utility Fee Schedule, including any outside-city rate multipliers or surcharges established therein, unless otherwise approved by the City Council through contract or other official action.

#### SECTION 6. ADMINISTRATIVE CORRECTIONS AND BILLING ERRORS.

The Mayor, City Secretary, or Designated Official is authorized to correct billing errors, calculation errors, duplicate charges, incorrect fee assessments, account posting errors, meter reading errors, software processing errors, and other utility account inaccuracies when supported by documentation.

Such corrections may include the adjustment, removal, refund, credit, or reversal of charges that were improperly assessed or collected.

Nothing in this section shall authorize the waiver, reduction, refund, or forgiveness of utility rates, deposits, fees, charges, taxes, surcharges, penalties, or assessments that were properly assessed pursuant to the Utility Fee Schedule, except as otherwise authorized by ordinance or approved by the City Council.

#### SECTION 7. FUTURE AMENDMENTS.

The Utility Fee Schedule may be amended, revised, supplemented, or replaced by ordinance of the City Council without amendment to Chapter 13 or other provisions of the Code of Ordinances unless otherwise required by law.

#### SECTION 8. PRESERVATION OF EXISTING AUTHORITY.

Nothing in this ordinance shall be construed to limit or impair the authority of the City to administer utility services, collect utility charges, disconnect service, enforce utility regulations, collect taxes and governmental charges, or otherwise operate municipal utility systems as authorized by law.

#### SECTION 9. REPEALER.

All ordinances, resolutions, policies, utility rate ordinances, fee schedules, and portions thereof in conflict with this ordinance are hereby repealed only to the extent of such conflict.

#### SECTION 10. SEVERABILITY.

If any section, subsection, sentence, clause, phrase, or provision of this ordinance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the remaining portions of this ordinance, and the City Council declares that it would have adopted this ordinance and each portion thereof irrespective of the invalidity of any particular provision.

#### SECTION 11. EFFECTIVE DATE.

This ordinance shall take effect immediately upon its adoption and publication as required by law.

PASSED AND APPROVED by the City Council of the City of Frost, Texas, on this \_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF FROST, TEXAS

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Shannon Wayman, Mayor

ATTEST:

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Juli Reeves, City Secretary

EXHIBIT A

TO ORDINANCE NO. 340

**CITY OF FROST, TEXAS**

**UTILITY FEE SCHEDULE**

This Utility Fee Schedule shall remain in effect until amended by ordinance of the City Council.

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UTILITY DEPOSITS

|                                          |          |
|------------------------------------------|----------|
| Water Deposit (Owner Occupied) .....     | \$250.00 |
| Water Deposit (Residential Rental) ..... | \$300.00 |
| Commercial Owner Occupied Deposit .....  | \$250.00 |
| Commercial Rental Deposit .....          | \$300.00 |
| Sewer Only Deposit .....                 | \$125.00 |

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ADMINISTRATIVE FEES

|                     |         |
|---------------------|---------|
| Late Fee .....      | \$20.00 |
| Reconnect Fee ..... | \$25.00 |

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WATER CONNECTION FEES

|                                             |                                                   |
|---------------------------------------------|---------------------------------------------------|
| Standard Water Tap Fee (up to 6 feet) ..... | \$2,500.00                                        |
| Additional Distance Charge .....            | \$100.00 per additional 6 feet or portion thereof |

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SEWER CONNECTION FEES

|                              |            |
|------------------------------|------------|
| Standard Sewer Tap Fee ..... | \$3,500.00 |
|------------------------------|------------|

Larger sewer connections, commercial connections, or unusual installations may be approved and priced by the City based upon actual installation requirements and costs.

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WATER RATES (INSIDE CITY LIMITS)

|                                                  |                           |
|--------------------------------------------------|---------------------------|
| Base Charge (Includes First 1,000 Gallons) ..... | \$23.15                   |
| 1,001 – 2,000 Gallons .....                      | \$11.25 per 1,000 gallons |



|                              |                           |
|------------------------------|---------------------------|
| 2,001 – 7,000 Gallons .....  | \$14.25 per 1,000 gallons |
| 7,001 – 10,000 Gallons ..... | \$15.06 per 1,000 gallons |
| 10,001+ Gallons .....        | \$23.60 per 1,000 gallons |

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#### WATER RATES (OUTSIDE CITY LIMITS)

Outside-city customers shall pay 150% of applicable in-city water rates unless otherwise approved by the City Council.

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#### SEWER RATES

|                                           |                          |
|-------------------------------------------|--------------------------|
| Base Sewer Charge (0–2,000 Gallons) ..... | \$22.00                  |
| Over 2,000 Gallons .....                  | \$3.25 per 1,000 gallons |

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#### SOLID WASTE RATES

|                                      |          |
|--------------------------------------|----------|
| Residential Collection Service ..... | \$17.00  |
| Additional Poly Cart .....           | \$8.00   |
| 2-Yard Dumpster .....                | \$100.00 |
| 3-Yard Dumpster .....                | \$113.00 |
| 4-Yard Dumpster .....                | \$125.00 |
| 6-Yard Dumpster .....                | \$152.00 |
| 8-Yard Dumpster .....                | \$178.00 |
| Locking Device .....                 | \$8.25   |

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#### UTILITY TAXES AND GOVERNMENTAL CHARGES

Applicable federal, state, and local taxes, assessments, surcharges, regulatory fees, and other governmental charges required by law shall be added to utility bills and collected as applicable.

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#### ADMINISTRATION

The Mayor, City Secretary, and Designated Officials are authorized to administer and implement this Utility Fee Schedule in accordance with applicable ordinances, policies, and procedures of the City.

All rates and fees listed herein are carried forward from existing ordinances, utility rate ordinances, resolutions, and established utility practices unless otherwise amended by future Council action.

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#### AMENDMENTS

This Utility Fee Schedule may be amended by ordinance of the City Council without amendment to Chapter 13 of the Code of Ordinances.