

ORDINANCE NO. 2022-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRAWFORD, TEXAS ESTABLISHING WATER AND WASTEWATER RATES, WATER METER DEPOSITS, WATER AND WASTEWATER CONNECTION FEES, WATER AND WASTEWATER MAINTENANCE FEES, WATER AND WASTEWATER TAP FEES, TRASH REMOVAL, AND SANITATION RATES, AND PROVIDING FOR THE ADDITION OF STATE MANDATED SALES TAX TO THE SANITATION PORTION OF THE RATE, INSIDE AND OUTSIDE THE CITY OF CRAWFORD, TEXAS, AND FURTHER PROVIDING FOR INTEREST PENALTIES, RE-CONNECTION CHARGES, AND RETURNED CHECK FEES.

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

WHEREAS, a revision should be made in the rates for utility services now being charged by the City of Crawford, Texas, inside the city limits and outside the city limits.

SECTION 1. REPEAL OF PREVIOUS ORDINANCES AND REGULATIONS.

1. All other ordinances and/or regulations governing City of Crawford water and wastewater service in conflict with this ordinance are hereby repealed when this ordinance takes effect, provided, however, the repeal of prior ordinances does not waive, excuse, or vacate any balances due for water services provided hereunder and the City may collect such balances due.

SECTION 2. WATER AND WASTEWATER SYSTEMS.

1. The water system and wastewater system are public utilities operated and maintained by the City. The systems shall be operated in accordance with ordinances and policies adopted by the City, State Law, and/or Federal Law. Subject to such requirements, the City Council may make such reasonable regulations as to govern the water and wastewater systems to ensure their continued operation.
2. For the purpose of this ordinance, the terms "water service" and "utility service" shall be inclusive of water service, wastewater service, and garbage/trash services as provided by the City.
3. For the purpose of this ordinance, the term "customer" shall mean the person responsible for payment and/or all persons acting for him/her or by his/her direction.

SECTION 3. APPLICATION FOR WATER SERVICES.

1. Any person and/or business desiring to obtain utility services from the City of Crawford shall make application on a form supplied by the City referred to as the City of Crawford Utility Service Agreement (Attachment A) as well as the City of Crawford Utility Policy (Attachment B). The application shall include the following:

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| <ul style="list-style-type: none"> a) Primary/Secondary applicant name b) Driver's license number c) Primary/Secondary applicant's employer d) Primary/Secondary applicant's work phone number e) Address to be served f) Address, if different from service address for billing purposes g) Home telephone number h) Proof of identification i) Signature of primary/secondary applicant |
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2. The person responsible for the payment of utility service shall agree that he/she will abide by all ordinances, rules, policies, and/or regulations governing water and sewer service provided by the City.

SECTION 4. INSTALLATION OF SERVICE.

1. No private service lines shall be connected or tapped to any City water line unless a meter is installed by the City at that connection.
2. No private service lines shall be connected to any City wastewater lines unless the connection/tap has been made and/or approved by the City.
3. Not more than one (1) premise may be connected to any 1 water and/or wastewater tap. Exceptions may, however, be granted to this stipulation for situations involving a master meter to serve apartment complexes, mobile home parks, etc.
4. No person shall make or permit to be made any subsidiary connection of another's premises with his/her water or wastewater.
5. All regulations must be followed according to Ordinance No. 2010-01 (Attachment C) – An ordinance of the City of Crawford declaring all buildings or structures designed for human habitation or occupancy, and so used, shall be connected to the city water and sanitary systems, and setting forth sanitary facility requirements for buildings and inhabited structures.
6. All property owners requesting utility services from the City of Crawford for property located outside of the city limits shall be required to petition for annexation prior to being eligible for City utility services.

SECTION 5. WATER CONNECTION/TAPS.

1. The City reserves the right to tap existing City water lines, set water meters, and require use of City taps and meters.
2. Any individual or business desiring a water tap shall make said request to the City. If said request, in the City's opinion, is beneficial to the City and/or does not endanger the existing water line and/or water system, the City shall provide all materials, labor and equipment to tap the existing water line.
3. The City Manager shall make the final determination as to the location of the water tap.

4. All Single-Family residential properties will have a 5/8" water tap. Taps larger than 5/8" will only be considered for Commercial, Industrial, or Multi-Family dwellings.
5. Tap fees are as followed:
 - a. \$3500.00 - for property existing within the city limits prior to the date of the passing of this Ordinance.
 - b. \$8750.00 - for property annexed into the city limits or re-platted to create the necessity for additional meter(s) post the date of the passing of this Ordinance.
6. In return for payment of such fee, the City shall tap the existing water line and install a water meter. The fee does not include the cost of the meter deposit as provided in Section 8.

SECTION 6. WASTEWATER CONNECTION/TAPS.

1. The City reserves the right to tap existing City wastewater lines.
2. Any individual or business desiring a wastewater tap shall make said request to the City. If said request, in the City's opinion, is beneficial to the City and/or does not endanger the existing wastewater line and/or wastewater collection system, the City shall provide all materials, labor and equipment to tap the existing wastewater line.
3. All structures designed for residential occupancy shall be required to connect to the City's wastewater system. Where the City wastewater services are determined by the City Manager not to be available, the structure may be served by an OSSF or other means allowed by TCEQ and McLennan County Health Department.
4. The City Manager shall make the final determination as to the location of the wastewater tap.
5. All Single-Family residential properties will have a 4" wastewater tap.
6. Tap Fees are as followed:
 - a. \$5000.00 - for property existing within the city limits prior to the date of the passing of this Ordinance.
 - b. \$8750.00 - for property annexed into the city limits or re-platted to create the necessity for additional meter(s) post the date of the passing of this Ordinance.

SECTION 7. DRY TAPS.

1. All property serviced with an inactive account/meter will be required to pay a rate of \$25.00 per month per meter. All property owners requesting meters to be removed in order to not pay the \$25.00 monthly rate will be required to pay the new annexed tapping fee as stated in Section 5 and Section 6. All delinquent accounts of 12 months or more will be subject to meter being removed from property and new tapping fees will be imposed when meter is requested in the future.

SECTION 8. WATER METER AND SANITATION CONTAINER DEPOSITS.

1. To establish water, wastewater, and sanitation services in the City of Crawford, an applicant for said services shall be required to pay a deposit to the City in the amount of \$100.00.
2. All property with active City water services are required to pay for sanitation services.

SECTION 9. APPLICATION OF DEPOSIT.

Upon the termination of water service, at the request of the customer, the deposit or any portion of the deposit remaining shall be returned to the customer when water and other charges have been paid, as well as trash has been cleared from the property in accordance with this ordinance and the garbage cans have been collected.

SECTION 10. PREVIOUS SERVICE – OUTSTANDING BALANCE.

1. Any applicant requesting water service from the City who currently has or previously had City water service and has, at the time of application, an outstanding balance on his/her previous water service must pay the outstanding balance in full in addition to the meter deposit prior to receiving new service.
2. In reference to any property being leased to a non-owner - Resolution 001-92 (Attachment D) of the City of Crawford, Texas states, all property owners will be responsible for water and sanitation bill on all property owned by the property owner.

SECTION 11. WATER/BULK WATER RATES.

The following monthly rates shall be charged for water service:

<u>Residential Rates</u>	<u>Inside City</u>	<u>Outside City</u>
First 3,000 gallons (minimum)	\$58.00	\$79.25
Each additional 1,000 gallons (next 27,000 gallons)	\$2.75	\$2.75
Each additional 1,000 gallons (up to 30,000 gallons)	\$5.50	\$5.50
Remainder of usage	\$7.75	\$7.75
<u>Commercial Rates</u> (any property zoned commercial, industrial, or local retail)		
First 3,000 gallons (minimum)	\$73.00	\$100.00
Each additional 1,000 gallons (next 14,000 gallons)	\$5.00	\$5.00
Each additional 1,000 gallons (up to 20,000 gallons)	\$8.00	\$8.00
Each additional 1,000 gallons (up to 40,000 gallons)	\$10.00	\$10.00
Remainder of usage	\$15.00	\$15.00
<u>Construction Rates</u>		
A construction rate code is available upon request for new construction and/or remodel purposes and will be at the City Manager's discretion. The minimum usage rate and tier rates are the same as residential water rates but do not include wastewater or sanitation fees.		

1. The City may permit contractors engaged by the City for City construction projects to utilize potable (bulk water) with the permission of the City Manager. Otherwise, no bulk water sales are permitted. **Bulk water rates are as followed:**
 - a. \$60.00 set up fee to be applied to each bill administered for bulk water use.
 - b. \$15.00 per 1,000 gallons.

SECTION 12. WASTEWATER RATES.

The following monthly rates shall be charged for wastewater service:

<u>Residential Rates</u>	<u>Inside City</u>	<u>Outside City</u>
First 3,000 gallons (minimum)	\$27.00	N/A
Each additional 1,000 gallons (next 27,000 gallons)	\$1.00	N/A
Each additional 1,000 gallons (up to 30,000 gallons)	\$1.00	N/A
Remainder of usage	\$1.00	N/A
<u>Commercial Rates</u> (any property zoned commercial, industrial, or local retail)		
First 3,000 gallons (minimum)	\$27.00	\$40.00
Each additional 1,000 gallons (next 14,000 gallons)	\$5.00	\$5.00
Each additional 1,000 gallons (up to 20,000 gallons)	\$8.00	\$8.00
Each additional 1,000 gallons (up to 40,000 gallons)	\$10.00	\$10.00
Remainder of usage	\$15.00	\$15.00

SECTION 13. SANITATION RATES.

1. All residences inside the City limits shall be required to use the City sanitation service in accordance with the following schedule:
 - a. **\$16.00** per month + sales tax*

**Sales tax shall be in an amount required by law*
2. All residences inside the City limits shall have up to two (2) green trash cans per account. The City Manager may require any residential or commercial generator who regularly exceeds the provided garbage can load and/or weight capacity within a collection period, or any customer who regularly generates refuse requiring special handling to use a private commercial disposal system or to make other approved disposal arrangements.

SECTION 14. BILLING AND PENALTY.

1. All charges on utility service bills shall be due and payable in full to the City of Crawford by the 20th day of each month.
2. Should the 20th day fall upon a weekend, holiday, or any day that the City Hall building is closed, payment is due in full by noon the following business day.
3. If payment is not received by the 21st day, a **\$15.00** penalty shall be assessed.

SECTION 15. DELINQUENCY – TERMINATION OF SERVICE.

1. As referenced in the City of Crawford Utility Policy (Attachment B), bills not paid in full by the 27th day of the month will be subject to disconnection. The information included on the water bill is the only notice the customer will receive.
2. Disconnections will begin the 28th day of the month. The total amount past due plus the **\$25.00** re-connection charge must be paid BEFORE the meter will be unlocked and service is restored.

SECTION 16. RE-CONNECTION CHARGES.

1. Should utility service be discontinued due to non-payment of a utility bill, all funds due to the City, in addition to a re-connection fee shall be paid prior to reinstatement of utility service. The re-connection fee shall be **\$25.00**.
2. Should service be discontinued, the City shall install a lock on the water meter. Should the customer or any person tamper with the lock and damage it, they will be subject to criminal charges and/or a fine.
3. It is a violation to enter a meter box for the purpose of reconnecting a meter after it has been disconnected by a City employee for non-payment, such action shall be considered a criminal offense and will be subject to criminal penalties.
4. Should a customer be repeatedly disconnected due to non-payment, the City may require the following:
 - a. Full payment for the delinquent bill in the form of cash, money order, and/or cashier's check.
 - b. The City retains the option of requiring payment for utility bills by cash, money order, and/or cashier's check for all future utility billings.
5. If payment is made with a check returned insufficient funds due to the issuance of a disconnection notice, water will be immediately disconnected.

SECTION 17. RETURNED CHECK FEES.

1. In reference to the City of Crawford Utility Policy (Attachment B), all returned checks will be subject to a **\$30.00** returned check fee. Customer will be given 5 days to make restitution for the check plus the returned check fee or the service will be disconnected. A **\$25.00** turn on fee will be applied to the account and total amount owed must be paid prior to service being turned back on. The City of Crawford will no longer accept

payment via personal check once a returned check has been received. All future payments by customer must be paid by money order, cashier's check, and/or cash.

2. The City retains the right to prosecute for returned checks in accordance with the Texas Penal Code.

SECTION 18. FAILURE TO RECEIVE A BILL.

1. All bills for utility service shall be rendered monthly in accordance with a schedule established by the City. The City shall exercise care in the delivery of utility bills but is **NOT** responsible for the service provided by the United States Postal Service.
2. Failure to receive a bill shall not relieve the customer for payment of service received within the prescribed period nor exempt him/her from the responsibility imposed for delinquent accounts.

SECTION 19. ADJUSTMENTS – HIGH USAGE.

1. The City Administrator and/or his/her designee shall be empowered to make adjustments on utility bills when an investigation reveals that the meter charges are excessive in comparison to previous billings due to the inadvertent misfortune or inadvertent damage to a customer's pipes and plumbing. Customer must show proof leak has been repaired before issuance of adjustment.
2. In reference to the City of Crawford Utility Policy (Attachment B) the following are procedures for a high water bill complaint due to high usage:
 - a. The meter reader will re-read the meter. The City Secretary will review the meter readings in the water billing system. If a mistake has been made, the account will be adjusted in the system to show a credit on the next month's bill.
 - b. If the readings are correct, the customer will be responsible for full payment of the bill. Customer will be charged a late fee if paid after the 20th. They will also be asked to monitor their usage for 1 month and investigate for cause of unexplained usage, such as sprinkler system issue, leaky toilet, outside leak, etc.
 - c. If usage is high for the 2nd month, the meter can be tested for accuracy. If testing shows that there is a faulty meter, the customer's reading will be adjusted, and an appropriate average 2-month credit will be given. If adjustment is more than an average 2-month bill amount, the difference will be refunded.
 - d. If the meter is NOT proven to be faulty, the bill will NOT be adjusted.

SECTION 20. METER TAMPERING.

1. It is unlawful for any person to turn on water to any premises from the City water system without first obtaining approval from the City.
2. It is unlawful for any person to connect water service to a premises after service has been terminated by the City.


3. It is unlawful to interfere with, disturb or damage in any manner or form any water meters, locks, cutoff valves, or other appliances of the City. The head of household or property owner involved shall be held responsible for the violation of this section.

SECTION 21. SEVERABILITY.

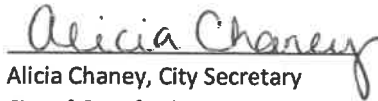
If any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof other than the part so decided to be invalid or unconstitutional.

This ordinance shall take effect on April 1, 2022, following publication as required by law.

PASSED AND APPROVED by the City Council of the City of Crawford, Texas at a regular scheduled meeting this the 8th day of March, 2022.


Brian Porter, Mayor
City of Crawford, Texas

ATTEST:


Alicia Chaney, City Secretary
City of Crawford, Texas



**CITY OF CRAWFORD
UTILITY SERVICE
AGREEMENT**

"ATTACHMENT A"

City of Crawford
Po Box 7, Crawford, Texas 76638
Office 254-486-2125 Fax 254-486-8922
Cityofcrawford@windstream.net

Acct #: _____
Meter Read: _____

(PLEASE PRINT)

Date of Application: _____ Turn on Date: _____

Name of Primary Applicant: _____

Name of Secondary Applicant (any spouse, domestic partner, or adult roommate of the Primary Applicant must be identified): _____

Service Address: _____

Mailing Address (if different): _____

Is the Service Address: Owned Builder Rented (landlord info): _____

Home Telephone: (____) _____ Work Telephone (____) _____

Cellular Phone: (____) _____ Email: _____

Primary Applicant's Employer: _____

Secondary Applicant's Employer: _____

Who is your emergency contact not living at the service address: _____

Emergency Contact phone number: (____) _____

Billing Statement Mailing: A paper bill will be mailed on the first of the month. Payment is due by the 20th. After that date, a late fee of \$15 will be added. Bills not paid on or before the 27th will be subject to cut off on the 28th of each month. A reconnection fee of \$25 will be required.

Large Green Trash Cans are provided. Residential pickup day is Wednesday. Receptacle **MUST** be put in the street. Household brush may be placed at the curb in 4 ft length bundles together.

It is understood by Applicant that:

- Payment for services received is due on or before the due date set forth on the bill and if not timely paid **water services are subject to being discontinued.**
- The City is not obligated to furnish any service of a type or character not available from the existing lines and facilities of the City.
- Applicant must allow the City or its authorized agents to access the premises of the Applicant prior to service being instituted to determine the compliance of connection(s) with applicable local and state codes.
- Applicant agrees to permit authorized agents of the City free access to the Applicant's premises for connecting, disconnecting, testing, reading meters, repairing, or removing any property of the City.
- The City makes reasonable provisions to assure service, but it does not guarantee continuous service.

Other Acknowledgements of the Applicant:

- In addition to the right to terminate service for non-payment, the City shall also have the right to recover against the Applicant under any remedy available to it under law. By this application, Applicant agrees that the City shall be entitled to recover from Applicant the City's reasonable attorney's fees and costs incurred in any collection proceedings against the Applicant.
- In the event of termination of service, deposits on the account will be applied to the final bill and the balance due, if any, will be billed to the Primary Applicant. Likewise, any refunds will be paid to the Primary Applicant. Although,

the Primary Applicant is considered the decision maker for the account, if service is to remain connected after the Primary Applicant's departure from the service address (for example in the event of separation or divorce); the deposit will not be returned to the Primary Applicant until the account is changed to the name of the new customer and a new deposit in replacement of the deposit to be refunded to the Primary Applicant is made to the City.

- IT IS THE PRIMARY APPLICANT'S RESPONSIBILITY TO CLOSE HIS/HER ACCOUNT. IF THE PRIMARY APPLICANT DOES NOT DO SO, HE/SHE GENERALLY WILL CONTINUE TO BE JOINTLY RESPONSIBLE FOR SERVICES PROVIDED TO THE SERVICE ADDRESS WITH THOSE WHO CONTINUE TO USE THE SERVICES AT THE ADDRESS.
- In the circumstance the Primary Applicant moves out of the service address leaving an account unpaid, the Secondary Applicant, if the Secondary Applicant resided at the service address when the services were provided, must bring the account current before he or she will be allowed to establish an account in his or her name for the address.
- The City reserves the right to refuse service where it appears that a change of customer/applicant identity is made to avoid or evade payment of a utility bill.
- Assignments of deposits for the purpose of the account being changed to a new customer must be in writing and be signed by the Primary Applicant. The assignment must expressly identify the person to whom the deposit is assigned. The assignment must be delivered to the City by the Primary Applicant, who must show proof of identification. The assignment may be otherwise delivered if it is notarized. The new customer must provide the information required in the City's customer identification sheet and present a valid photo ID [a copy of which will be placed in the customer's account file]. If the deposit assigned is less than the then-current deposit required, the new customer must deposit the difference, with the exception that a deposit assigned to a spouse or ex-spouse who resided with the Primary Applicant at the service address until separation or divorce does not have to be updated.
- Tampering with taps, meters, or City lines **will not** be tolerated and, in addition to resulting in termination of service, may result in criminal charges being pursued.
- You will be charged the cost of repairing any broken water cut-off on your property caused by you or your invitees.
- You will be charged for the cost of repairing any damage to the meter or City lines caused by you or your invitees.
- **Returned checks** will be subject to a \$30 fee. Customer must make restitution within 5 business days or service will be disconnected and a \$25 turn on charge will be added to account. **All future non cash payments must be made by money order or cashier's check.**

BY YOUR SIGNATURE BELOW YOU ARE CERTIFYING THAT THE INFORMATION THAT YOU HAVE PROVIDED HEREIN IS TRUE AND CORRECT.

In accordance with HB859, I want my personal information on my account records kept confidential.

YES NO

AGREED AND UNDERSTOOD:

Primary Applicant Signature

Printed Name

Date

*Effective 01/09/2019
Revised 12/10/2019*

Water Fees - DUE WITH APPLICATION:

- Initial Water Tap - \$1000
- Initial Sewer Tap - \$1000
- New Service Deposit - \$100
- Construction - \$50

Total Fees Amount paid: \$ _____

Date paid: _____

SERVICE AGREEMENT

I. PURPOSE. THE CITY OF CRAWFORD from improper system construction or configuration on the retail connection owner's side of the meter. The purpose of this service agreement is to notify each customer of the restrictions which are in place to provide this protection. The public water system enforces these restrictions to ensure the public health and welfare. Each retail customer must sign this agreement before the CITY OF CRAWFORD will begin service. In addition, when service to an existing retail connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this agreement.

II. RESTRICTIONS. The following unacceptable practices are prohibited by State regulations.

- A. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an air-gap or an appropriate backflow prevention device.
- B. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure-zone backflow prevention device.
- C. No connection which allows water to be returned to the public drinking water supply is permitted.
- D. No pipe or pipe fitting which contains more than 8.0% lead may be used for the installation or repair of plumbing at any connection which provides water for human use.
- E. No solder or flux which contains more than 0.2 percent lead can be used for the installation or repair of plumbing at any connection which provides water for human use.

III. SERVICE AGREEMENT. The following are the terms of the service agreement between the CITY OF CRAWFORD and _____ (Customer's Name).

- A. The City will maintain a copy of this agreement as long as the Customer and/or the premises is connected to the City of Crawford.
- B. The Customer shall allow his property to be inspected for possible cross-connections and other potential contamination hazards. These inspections shall be conducted by the CITY OF CRAWFORD or its designated agent prior to initiating new water service; when there is reason to believe that cross-connections or other potential contamination hazards exist; or after any major changes to the private water distribution facilities. The inspections shall be conducted during the CITY OF CRAWFORD normal business hours.
- C. The CITY OF CRAWFORD shall notify the Customer in writing of any cross-connection or other potential contamination hazard which has been identified during the initial inspection or the periodic re-inspection.
- D. The Customer shall immediately remove or adequately isolate any potential cross-connections or other potential contamination hazards on his premises.
- E. The Customer shall, at his expense, properly install, test, and maintain any backflow prevention device required by the CITY OF CRAWFORD. Copies of all testing and maintenance records shall be provided to the Water System.

IV. ENFORCEMENT. If the Customer or water user fails to comply with the terms of the service inspection or Service Agreement, the City shall, at its option, either terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

SERVICE ADDRESS: _____

CUSTOMER'S SIGNATURE: _____

DATE: _____

City of Crawford Utility Policy

Basic Water & Sewer Service

- All customers must complete an application at Crawford City Hall
 - \$100 deposit for water meter on the property (existing & new)
 - \$1000 (water tap) for new service
 - \$1000 (sewer tap) for new service
1. Request for a new water meter outside of the Crawford city limits will require annexation into the city.
 2. An application is a request for service. The city officials will review the application and a determination will be made as to the availability of city services. The Mayor will give the final approval for a water meter to be turned on.
 3. Residential sanitation pickup is mandatory and \$16.00 is added on the water/sewer bill.
 4. Sewer charges are not applied if a residence has an approved septic system.
 5. All bills are due on the 20th of the month. A \$15 late fee will be assessed on the 21st (Unless the 20th falls on a Friday or weekend, then a late fee will be assessed on the following Monday)
 6. Bills not paid IN FULL by the 27th of the month will be subject to disconnection. The information included on the water bill is the only notice the customer will receive.
 7. Disconnections will begin the 28th day of the month. The TOTAL amount that is past due plus the \$25 turn on fee must be paid BEFORE the meter will be unlocked.
 8. There is a night drop at Crawford City Hall for payment after 5:00 pm or on weekends. A receipt will be mailed if the customer provides a stamped self-addressed envelope.
 9. It is a violation to enter a meter box for the purpose of reconnecting a meter after it has been disconnected by a city employee for non-payment and is punishable by a fine.
 10. A service fee of \$25 will be charged anytime a city employee has to service a meter in any capacity.
 11. All returned checks will be subject to a \$30 returned check fee. Customer will be given 5 days to make restitution for the check plus the returned check fee or the service will be disconnected. A \$25 turn on fee will be applied to the account and total amount owed must

be paid prior to service being turned back on. The City Of Crawford will no longer accept payment via personal check once a returned check has been received. All future payments by customer must be paid by money order or cashier's check.

12. **BE ADVISED:** Pursuant to Title 13 Chapter 552.0025 (c) Local Government Code, "A municipality may require varying utility deposits for customers as it deems appropriate in each case."

High Water Bills

If a customer makes a complaint to City staff that they believe their water meter has been misread or miscalculated, the following procedure will be followed.

1. The meter reader will reread the meter. The city secretary will review the meter readings in the RVS system. If a mistake has been made, the account will be adjusted in the RVS system to show a credit on the next month's bill.
2. If the readings are correct, the customer will be responsible for full payment of the bill. Customer will be charged a late fee if paid after the 20th. They will also be asked to monitor their usage for 1 month and to investigate their resident/business for cause of unexplained usage; such as a sprinkler system issue, leaky toilet, outside leak, etc.
3. If usage is high for the 2nd month, the meter can be tested for accuracy. If testing shows that there is a faulty meter, the customer's reading will be adjusted and an appropriate average 2-month credit will be given. If adjustment is more than an average 2-month bill amount, the difference will be refunded.
4. If the meter is not shown to be faulty, the bill will not be adjusted.

ORDINANCE NO. 2010-01

AN ORDINANCE OF THE CITY OF CRAWFORD DECLARING ALL BUILDINGS OR STRUCTURES DESIGNED FOR HUMAN HABITATION OR OCCUPANCY, AND SO USED, SHALL BE CONNECTED TO THE CITY WATER AND SANITARY SYSTEMS, AND SETTING FORTH SANITARY FACILITY REQUIREMENTS FOR BUILDINGS AND INHABITED STRUCTURES.

WHEREAS, the City has determined that except where the City water or sewer services are determined by the City administration not to be available because of the lack of City lines or circumstances which prevent service, every building or structure designed for human habitation or occupancy, and so used, shall be connected to the City water and sanitary systems;

WHEREAS, the City recognizes the need to establish guidelines for areas where City services are not readily available the following shall apply:

- 1. Where connection to the City sanitary sewer is not available, the structure may be served by an on site sewage facility which is designed in accordance with applicable Texas Commission on Environmental Quality regulations and has received all necessary permits. However, if that on site facility fails at a future date when sanitary sewer service is available to the structure, the structure must be connected to the City's sewer system even if this requires extension of lines from the boundary of the premises to the City's lines at the landowner or land occupier's expense. All applicants for water service to whom connection to the City's sanitary sewer system is not available must submit proof that any septic tank system installed has been inspected and permitted by the Waco-McLennan County Public Health Department. The system permitted by the Waco-McLennan County Public Health Department must have future inspections in accordance with Texas Commission on Environmental Quality regulations.**
- 2. Before any person or firm shall be issued a building permit or certificate of occupancy for new construction or addition to existing structures, or for moving into the City limit's a pre-built or partially built structure, the applicant for permit must first agree in writing to provide for connections to the City water supply and sanitary sewer system if such are available in the area.**
- 3. Sanitary Facilities Required. It shall be unlawful for any person to reside in, lease for human habitation, or conduct business at a building or structure designed for human habitation or occupancy within the City limits where**

there is no sanitary toilet meeting applicable state health standards available and accessible to residents or persons conducting business on the premises.

4. **Unsanitary Disposition Prohibited.** It shall be unlawful for any person to maintain on his/her property a dry closet or privy for the receiving of human waste, or to dispose of such substances in any manner other than a properly sewerred water closet.

5. **Small privately owned lift stations (grinder pumps)** that are connected to the City sewer system shall be designed in accordance with applicable Texas Commission on Environmental Quality regulations. These lift stations shall be maintained and inspected according to Texas Commission on Environmental Quality regulations. The City shall require the privately owned lift station's owner to sign a written statement that they agree to maintain and have inspections according to Texas Commission on Environmental Quality regulations at their expense.

WHEREAS, the City recognizes the need to establish penalties for non-compliance to the above set forth requirements, be it known and declared that violation of this City Ordinance is punishable by a fine not to exceed \$500.00 except as set forth below. Each day of violation shall constitute a separate offense. Violation of a prohibition in this Ordinance against unsanitary discharge of sewage or waste, or the refusal to connect to the City's sewer and water systems where required is a violation of a health and sanitation provision punishable by a fine not to exceed \$2,000.00 Each day of violation shall constitute a separate offense. The Public Works Director shall be the enforcement officer under this Ordinance, with the power and authority to issue citations for violations of Ordinance.

WHEREAS, it is hereby officially found and determined that the meeting at which this Ordinance is passed is open to the public as required by law, and that public notice of the time, place and purpose of said meeting was given 72 hours prior to said meeting.

THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON PASSAGE.

PASSED AND APPROVED BY THE CITY COUNCIL OF CRAWFORD, TEXAS, ON THIS THE 26TH DAY OF JANUARY, 2010.


Sheryl A. Christian
Sheryl A. Christian; City Sec.

David C. Posten
David C. Posten; Mayor



RESOLUTION 001-92


A RESOLUTION OF THE CITY OF CRAWFORD, TEXAS

VOTED AT THE CITY COUNCIL MEETING AUGUST 25TH, 1998:

WHEREAS, at this point forward beginning September 1, 1998,
that all Property Owners will be responsible for water and
sanitation Bills on all Property owned by the Property Holder.

Adopted by the Council of the City of Crawford on this the
25th day of August, 1998.


Robert Campbell; Mayor Protem


Joyce Holmes; P.T. City Secretary

UTILITY FEE SCHEDULE

WATER RATES

<u>Residential Rates</u>	<u>Inside City</u>	<u>Outside City</u>
First 3,000 gallons (minimum)	\$58.00	\$79.25
Each additional 1,000 gallons (next 27,000 gallons)	\$2.75	\$2.75
Each additional 1,000 gallons (up to 30,000 gallons)	\$5.50	\$5.50
Remainder of usage	\$7.75	\$7.75
<u>Commercial Rates (any property zoned commercial, industrial, or local retail)</u>		
First 3,000 gallons (minimum)	\$73.00	\$100.00
Each additional 1,000 gallons (next 14,000 gallons)	\$5.00	\$5.00
Each additional 1,000 gallons (up to 20,000 gallons)	\$8.00	\$8.00
Each additional 1,000 gallons (up to 40,000 gallons)	\$10.00	\$10.00
Remainder of usage	\$15.00	\$15.00
<u>Construction Rates</u>		
A construction rate code is available upon request for new construction and/or remodel purposes and will be at the City Manager's discretion. The minimum usage rate and tier rates are the same as residential water rates but do not include wastewater or sanitation fees.		

WASTEWATER RATES

<u>Residential Rates</u>	<u>Inside City</u>	<u>Outside City</u>
First 3,000 gallons (minimum)	\$27.00	N/A
Each additional 1,000 gallons (next 27,000 gallons)	\$1.00	N/A
Each additional 1,000 gallons (up to 30,000 gallons)	\$1.00	N/A
Remainder of usage	\$1.00	N/A
<u>Commercial Rates (any property zoned commercial, industrial, or local retail)</u>		
First 3,000 gallons (minimum)	\$27.00	\$40.00
Each additional 1,000 gallons (next 14,000 gallons)	\$5.00	\$5.00
Each additional 1,000 gallons (up to 20,000 gallons)	\$8.00	\$8.00
Each additional 1,000 gallons (up to 40,000 gallons)	\$10.00	\$10.00
Remainder of usage	\$15.00	\$15.00

SANITATION RATES

\$16.00 – per month + sales tax*

**Sales tax shall be in an amount required by law.*

LATE FEE/RE-CONNECTION FEE

\$15.00 – Late fee

\$25.00 – Re-connect fee

RETURNED CHECK FEE

\$30.00 – Returned check fee

UTILITY FEE SCHEDULE (CONT'D)

WATER TAP FEES

\$3500.00 – for property existing within the city limits prior to 03/08/2022

\$8750.00 – for property annexed into the city limits or re-platted to create the necessity for additional meter(s) after 03/08/2022

WASTEWATER TAP FEES

\$5000.00 – for property existing within the city limits prior to 03/08/2022

\$8750.00 – for property annexed into the city limits or re-platted to create the necessity for additional meter(s) after 03/08/2022

DRY TAP FEES

\$25.00 – All property serviced with an inactive account/meter

WATER METER DEPOSIT

\$100.00 – Deposit for water/wastewater/sanitation services in the City of Crawford

BULK WATER RATES

\$60.00 – Setup fee to be applied to each bill administered for bulk water use

\$15.00 – per 1,000 gallons