

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MISSION, TEXAS, AMENDING THE CITY'S FEE SCHEDULE TO ESTABLISH A PERMIT AND INSPECTION TECHNOLOGY FEE FOR NEW SOFTWARE APPLICABLE TO BUILDING PERMITS, GARAGE SALE PERMITS, FIRE INSPECTIONS, AND OTHER DESIGNATED PERMITS, LICENSES, INSPECTIONS, AND REGULATORY SERVICES; PROVIDING FOR THE ASSESSMENT, COLLECTION, ADMINISTRATION, AND USE OF THE FEE TO SUPPORT PERMITTING, INSPECTION, LICENSING, RECORDS MANAGEMENT, SOFTWARE, ELECTRONIC PLAN REVIEW, ONLINE SERVICES, AND RELATED TECHNOLOGY SYSTEMS; PROVIDING FOR EXEMPTIONS, SEVERABILITY, PUBLICATION, EFFECTIVE DATE, AND OTHER RELATED MATTERS.

WHEREAS, the City of Mission, Texas is a home-rule municipality possessing the full power of local self-governance pursuant to Article XI, Section 5 of the Texas Constitution; and

WHEREAS, Pursuant to the laws of the State of Texas, including Section 51.001 of the Texas Local Government Code, the City Council has the authority to adopt an ordinance that, among others things, is for good government, peace, or order of Mission; and

WHEREAS, the City administers numerous permitting, inspection, licensing, code enforcement, fire prevention, regulatory, and development-related programs for the benefit and protection of the public; and

WHEREAS, the City utilizes technology systems and software to receive applications, issue permits, schedule inspections, conduct electronic plan review, process payments, maintain records, communicate with applicants, document inspections, manage code enforcement activities, and administer other municipal regulatory services; and

WHEREAS, the City's use of such technology requires ongoing expenditures for software licensing, subscriptions, hosting, maintenance, technical support, implementation, upgrades, cybersecurity, hardware, integration, training, electronic records, and related services; and

WHEREAS, the City Council finds that applicants and permit holders who utilize the City's permitting and regulatory services should bear a reasonable portion of the costs associated with the technology used to administer those services; and

WHEREAS the City Council further finds that a fixed technology fee for new software provides an efficient, predictable, and transparent method of recovering a portion of the City's technology-related costs; and

WHEREAS, the City Council intends that revenues generated by the fee established by this Ordinance be used to support the technology and systems necessary to provide, administer, document, and maintain the City's permitting, inspection, licensing, and related regulatory services; and

WHEREAS, the City Council has determined that adoption of this Ordinance is in the best interests of the citizens of Mission and promotes efficient administration of municipal services.

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

SECTION 1. PERMIT AND INSPECTION TECHNOLOGY FEE ESTABLISHED

A Permit and Inspection Technology Fee for New Software is hereby established to recover a reasonable portion of the City's costs associated with technology, software, electronic systems, and related administrative infrastructure used in the City's permitting, inspection, licensing, and regulatory programs.

The fee shall be assessed in addition to all other applicable permit, inspection, license, application, plan review, and administrative fees.

SECTION 2. APPLICABLE SERVICES AND FEES.

The Permit and Inspection Technology Fee shall be assessed as follows:

- Residential Building Permit Fee - \$0.02 per square foot of construction
- Commercial Building Permit Fee - \$0.05 per square foot of construction
- Garage Sale Permit Fee - \$10.00
- Fire Inspection Fee - \$10.00
- Health Permit Fees - \$10.00 annual permit and \$5.00 for temporary permits
- Alarm Permits Fee - \$10.00

The City Council may establish different technology fee amounts for additional permit, inspection, license, or regulatory categories by ordinance or amendment to the City's official fee schedule.

SECTION 3. BUILDING PERMITS

The technology fee for new software shall apply to each building permit issued by the City, including, but not limited to:

- A. New Construction
- B. Additions
- C. Alterations and remodeling
- D. Accessory structures
- E. Residential construction
- F. Commercial construction
- G. Tenant finish-out or build-out
- H. Demolition permits administered as building permits
- I. Other building permit categories administered through the City's permitting system

The technology fee for new software shall be charged once for each building permit number issued unless otherwise provided by the City's adopted fee schedule.

SECTION 4. GARAGE SALE AND HEALTH PERMITS

The technology fee for new software shall apply to each garage sale and health permit issued by the City.

The technology fee for new software shall be collected at the time the garage sale and health permit are issued and shall be in addition to any other fee established by the City.

The technology fee for new software shall support the technology used to process, issue, track, document, and administer garage sale permits, including electronic applications, databases, customer portals, payment systems, mapping systems, record management, and related technology.

SECTION 5. FIRE INSPECTIONS

The technology fee for new software shall apply to fire inspections performed or administered by the City, including, as applicable:

- A. Fire code inspections
- B. Certificate of occupancy-related fire inspections
- C. Commercial fire inspections
- D. Inspection requests associated with occupancy or business operations
- E. Re-inspections when otherwise subject to a City inspection fee
- F. Other fire inspections designated by the Fire Marshal or City Council

The technology fee for new software shall be assessed in addition to any applicable inspection or reinspection fee established by the City.

Nothing in this Ordinance shall be interpreted to limit or supersede any requirement imposed by state law concerning fire inspections, fire prevention, or fire protection.

SECTION 6. PURPOSE AND USE OF REVENUES

Revenues collected under this Ordinance shall be deposited into an appropriate City account and shall be used to support technology and electronic systems associated with the City's permitting, inspection, licensing, and regulatory services.

Eligible expenditures may include:

1. Permit management software
2. Fire inspection software
3. Garage sale and health permit software and databases
4. Electronic plan review
5. Online permitting and application portals
6. Inspection scheduling systems
7. Mobile inspection applications and equipment
8. Electronic payment systems

9. Software licensing and subscriptions
10. Cloud hosting and data storage
11. Electronic records management
12. Geographic information systems and mapping associated with permits and inspections
13. Software integration between City departments
14. Cybersecurity and data protection
15. Computer hardware and related equipment
16. Software implementation and configuration
17. System upgrades and replacement
18. Technical support and maintenance
19. Employee training related to permitting and inspection technology, and
20. Other technology expenditures directly related to the administration, processing, inspection, tracking, documentation, or enforcement of City permits, inspections, licenses, and related regulatory programs.

SECTION 7. COLLECTION

The appropriate City department shall collect the Technology Fee for New Software at the time the applicable permit, inspection, or service is processed.

The fee shall be identified as a separate line item on the applicable application, invoice, receipt, permit, inspection record, or electronic transaction whenever practicable.

No permit or other service subject to the fee shall be issued or completed until all applicable fees have been paid or otherwise lawfully deferred or waived.

SECTION 8. NONREFUNDABLE FEE

The Technology Fee for New Software shall be nonrefundable after issuance of the applicable permit or completion of the applicable inspection, except when:

- A. The fee was collected in error
- B. The permit or inspection was processed in error by the City
- C. A refund is otherwise authorized under City policy

SECTION 9. EXEMPTIONS

The following may be exempt from the Technology Fee for New Software:

- A. Permits and inspections performed solely for City of Mission-owned property or City construction projects.
- B. Emergency inspections or emergency permits when the applicable department determines that immediate action was necessary to protect life or property; and
- C. Other categories specifically exempted by the City Council

SECTION 10. ADMINISTRATIVE AUTHORITY

The City Manager, Finance Director, Chief Building Official, Fire Marshal, and other appropriate department heads are authorized to establish administrative procedures necessary to implement this Ordinance.

Such procedures may include the modification of application forms, permit software, inspection systems, accounting systems, payment systems, and other technology necessary to administer the fee.

Any change to the amount of a technology fee established by this Ordinance shall require authorization by the City Council unless otherwise permitted by law.

SECTION 11. NO DUPLICATIVE CHARGE

The technology fee for new software established by this Ordinance is intended to recover a reasonable portion of the City's costs associated with technology and electronic systems used to administer the applicable service.

Nothing in this Ordinance shall be construed to authorize a fee that is prohibited by state law or duplicates a fee prohibited by state law.

SECTION 12. PERIODIC REVIEW

The City Manager or designee shall periodically review revenues and expenditures of the Technology Fee for New Software to determine whether the fee remains reasonably related to the City's technology and administrative costs.

The City Council may modify the fee by ordinance when appropriate.

SECTION 13. STATE LAW

This Ordinance shall be administered consistently with all applicable provisions of the Texas Constitution, Texas statutes, adopted building and fire codes, and other applicable state law.

If any provision of this Ordinance conflicts with mandatory state law, the state law shall control to the extent of the conflict.

SECTION 14. FEE SCHEDULE

The City's official fee schedule is hereby amended to include the following:

- Residential Building Permit Fee - \$0.02 per square foot of construction
- Commercial Building Permit Fee - \$0.05 per square foot of construction
- Garage Sale Permit Fee - \$10.00
- Fire Inspection Fee - \$10.00
- Health Permit Fees - \$10.00 annual permit and \$5.00 for temporary permits

- Alarm Permits Fee - \$10.00

These fees shall be listed separately from the underlying permit or inspection fee.

SECTION 15. SEVERABILITY. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and any remaining provision shall continue in effect notwithstanding the invalidity of such section, subsection, clause, phrase or portion.

SECTION 16. PUBLICATION AND EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication as required by law.

PASSED, APPROVED, AND ADOPTED THIS 25th day of August, 2026, at a regular meeting of the City Council of the City of Mission, Texas, at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, CHAPTER 551.

CITY OF MISSION

Norie Gonzalez Garza, Mayor

ATTEST:

Anna Carrillo, City Secretary

APPROVED AS TO FORM:

City Attorney