



NOTICE OF MEETING
SPECIAL MEETING
FOUNTAIN HILLS TOWN COUNCIL

Mayor Ginny Dickey

Vice Mayor Art Tolis
Councilmember Dennis Brown
Councilmember Sherry Leckrone

Councilmember Alan Magazine
Councilmember Mike Scharnow
Councilmember David Spelich

TIME: 5:30 P.M. – SPECIAL MEETING
WHEN: TUESDAY, MARCH 26, 2019
WHERE: FOUNTAIN HILLS TOWN HALL – COUNCIL CHAMBERS
16705 E. AVENUE OF THE FOUNTAINS, FOUNTAIN HILLS, AZ

Councilmembers of the Town of Fountain Hills will attend either in person or by telephone conference call; a quorum of the Town's various commission, committee or board members may be in attendance at the Council meeting.

Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions makes a video or audio recording of a minor child. Meetings of the Town Council are audio and/or video recorded and, as a result, proceedings in which children are present may be subject to such recording. Parents, in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.

1. CALL TO ORDER – Mayor Ginny Dickey
2. ROLL CALL – Mayor Ginny Dickey
3. Discussion and direction to staff regarding the proposed FY19-20 capital improvement program and proposed FY19-20 facilities replacement program.
4. Discussion and direction to staff regarding the proposed revenue options and user fees.
5. ADJOURNMENT

DATED this 21st day of March, 2019.

Elizabeth A. Burke, MMC, Town Clerk

Capital Improvement Program & Facilities Replacement Program



Grady Miller, Town Manager

Justin T. Weldy, Public Works Director

Rachael Goodwin, Community Services Director

March 26, 2019

Capital Improvement Program

This Special Session of the Town Council is to consider two areas of the Capital Improvement Program

- **Review of proposed FY19-20 Capital Improvement Projects for consideration and direction.**
- **Review of the future Capital Improvement Projects within the 5 year planning horizon for consideration and direction.**

Cancelled/Completed Projects

FY18/19

F4002	Street Maintenance Facility Improvements	Completed
F4005	Fire Station 2 Relocation	Completed
F4031	Town Hall Improvements	Cancelled
F4032	Lighting Upgrades	Completed
G1100	Economic Development - Proposition 202	Cancelled
G3204	Highway Safety Improvement Program - Pedestrian Countdown Timers & Stop Signs	Cancelled
P3023	New Pocket Park-West - Do with F4013 & F4014	Cancelled
P3025	Adero Canyon Trailhead	Completed
P3026	Fountain Park Access Improvements	Cancelled
P3028	Four Peaks Park - Phase II & Phase III	Cancelled
P3030	Plaza Fountainside Courtyard Area Improvements	Cancelled
P3034	Golden Eagle Concrete Replacement	Completed
P3037	Golden Eagle Park Restoration	Completed
S6004	Guardrail Modifications	Cancelled
S6008	Annual Pavement Replacement Program	Completed
S6053	Fountain Hills Blvd. Shoulder Paving	Completed
S6054	Highway Safety Improvement Program	Cancelled

Proposed FY19/20 Capital Improvement Projects

D6047 – Miscellaneous Drainage Improvements

Project Cost: \$50,000

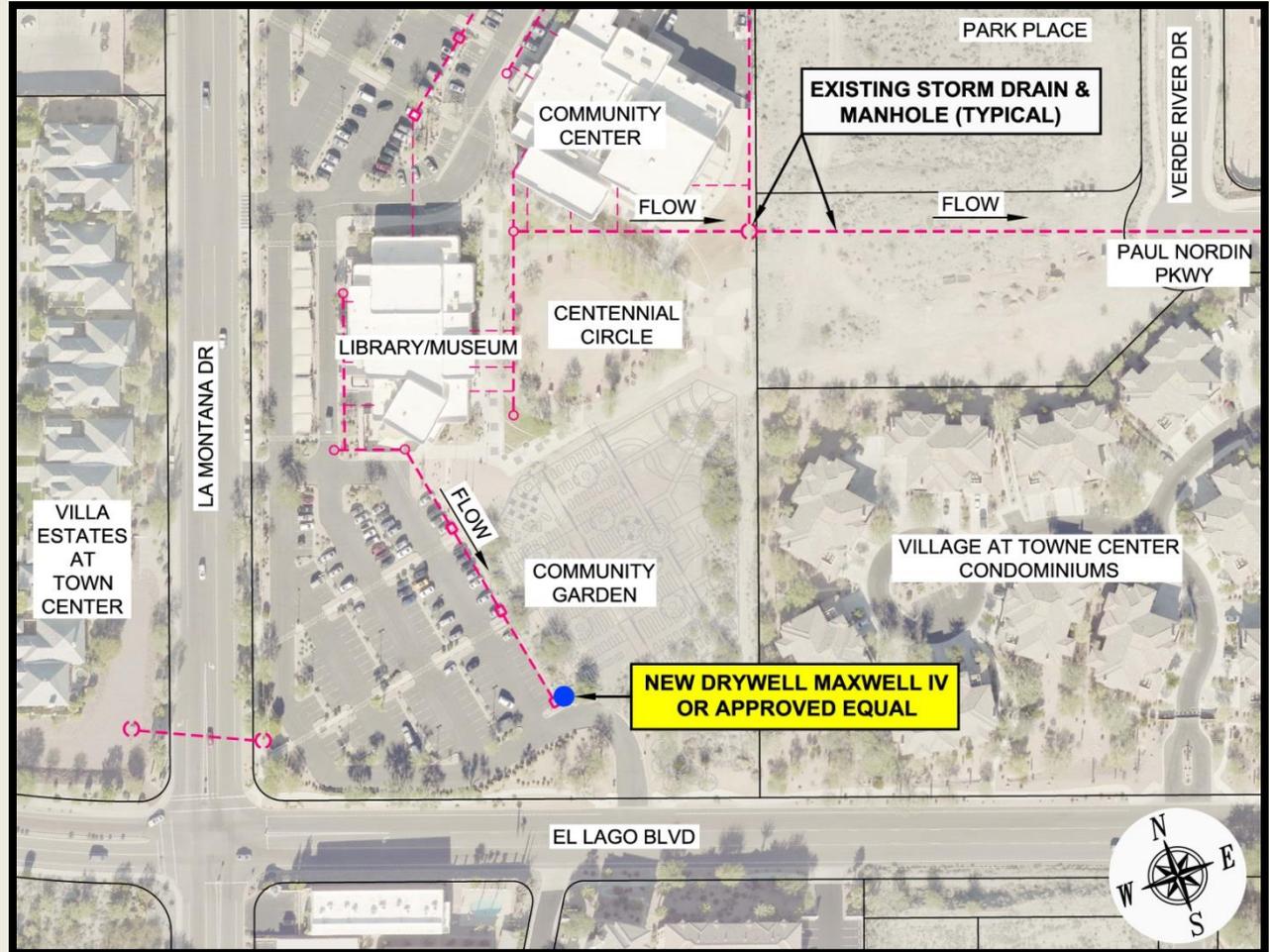
Funding: CIP



D6055 – Civic Center Drainage Improvements

Project Cost: \$50,000

Funding: CIP



D6056 – Eagle Mountain Parkway Drainage Improvements

Project Cost: \$75,000

Funding: CIP



D6057 – Golden Eagle Impoundment Area Improvements



Project Cost:
\$500,000

Funding: CIP

F4029 – Civic Center Improvements



Project Cost: \$150,000

Funding: CIP

F4033 – Street Yard Sign Shop Building

Project Cost:
\$150,000

Funding: HURF



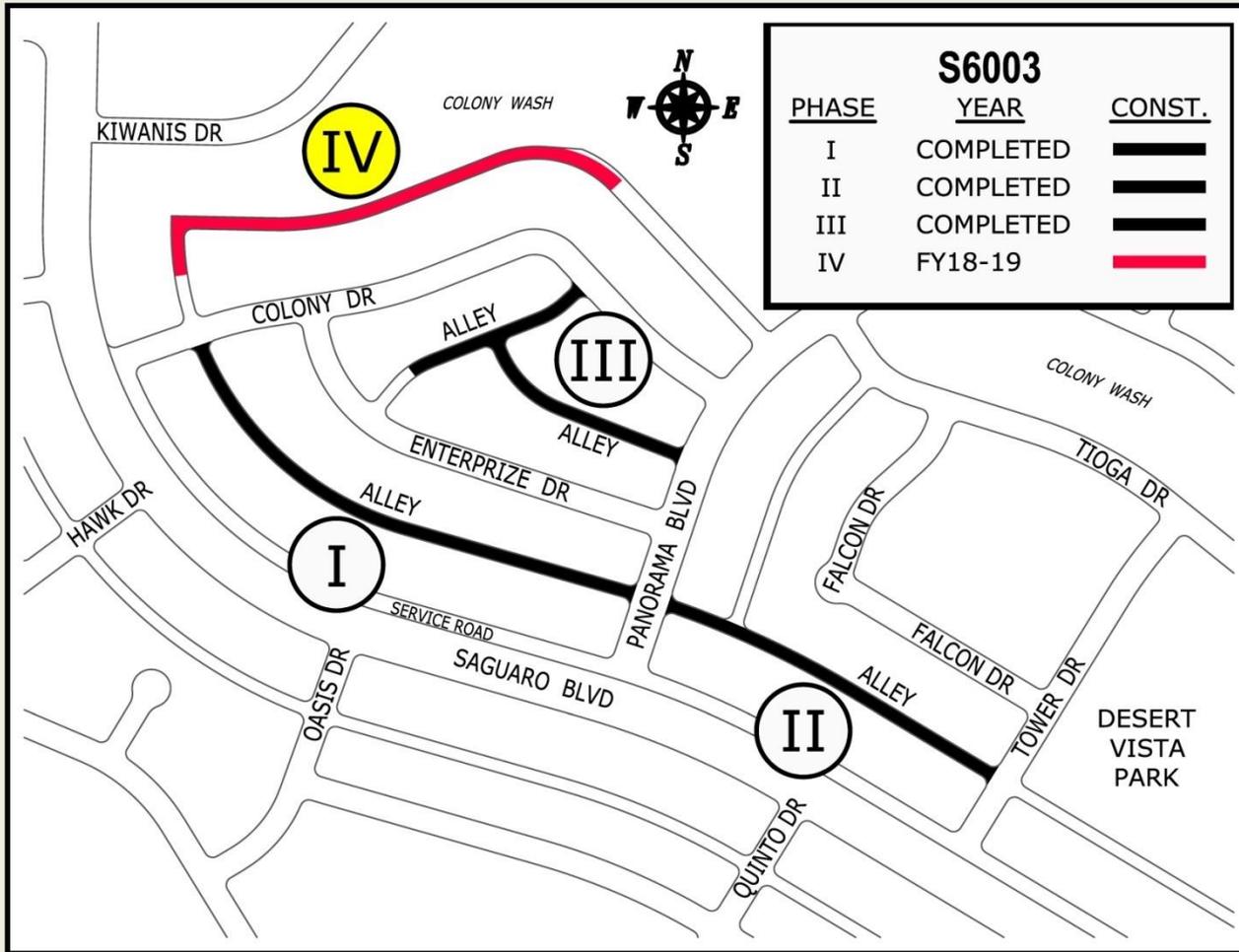
F4034 – Solar Power Generating System

Project Cost:
\$50,000

Funding: CIP



S6003 – Unpaved Alley Paving Projects



Project Cost: \$255,000

Funding: CIP

S6015 – Fountain Hills Boulevard Widening Shea Boulevard to Segundo Drive



Project Cost: \$100,000 (Design Concept Report)

Funding: CIP

S6051 – Avenue of the Fountains/La Montana Intersection Improvements

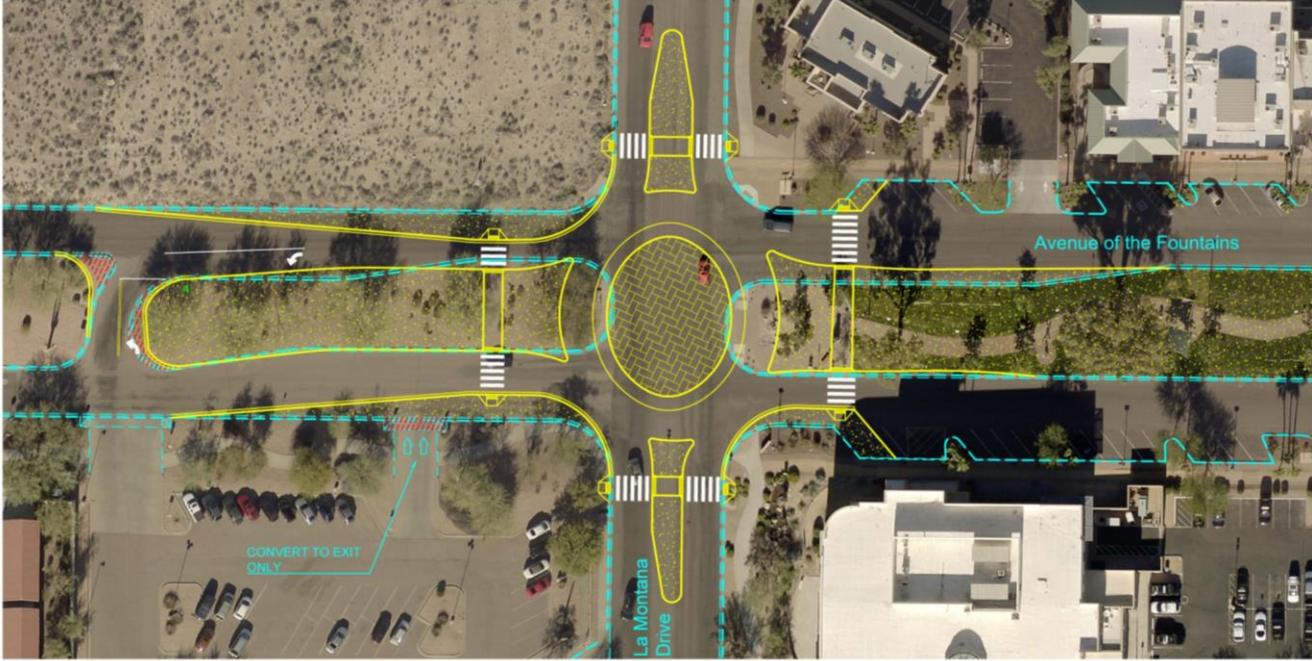
Project Cost: \$600,000 Funding: Downtown Strategy



NTS



CK GROUP
Engineers & Construction Managers



PROS:	CONS:
<ol style="list-style-type: none"> 1. Reduced traffic speeds at the intersection. 2. Improved traffic operations and left turn conflicts. 3. Provide opportunity for scenic monument. 4. Maintain existing parking spaces. 5. Discourages NB to WB cut through traffic. 6. No right of way needs 	<ol style="list-style-type: none"> 1. Wide intersection footprint. 2. Requires geometric improvements. 3. New traffic control means. 4. Inconvenience during construction. 5. Potential initial driver confusion. 6. Loss of parking space.



TOWN OF FOUNTAIN HILLS
ARIZONA

AOTF @ LA MONTANA DRIVE
CONCEPT #2
ROUNDBOUT DESIGN

S6058 – Shea Boulevard Widening

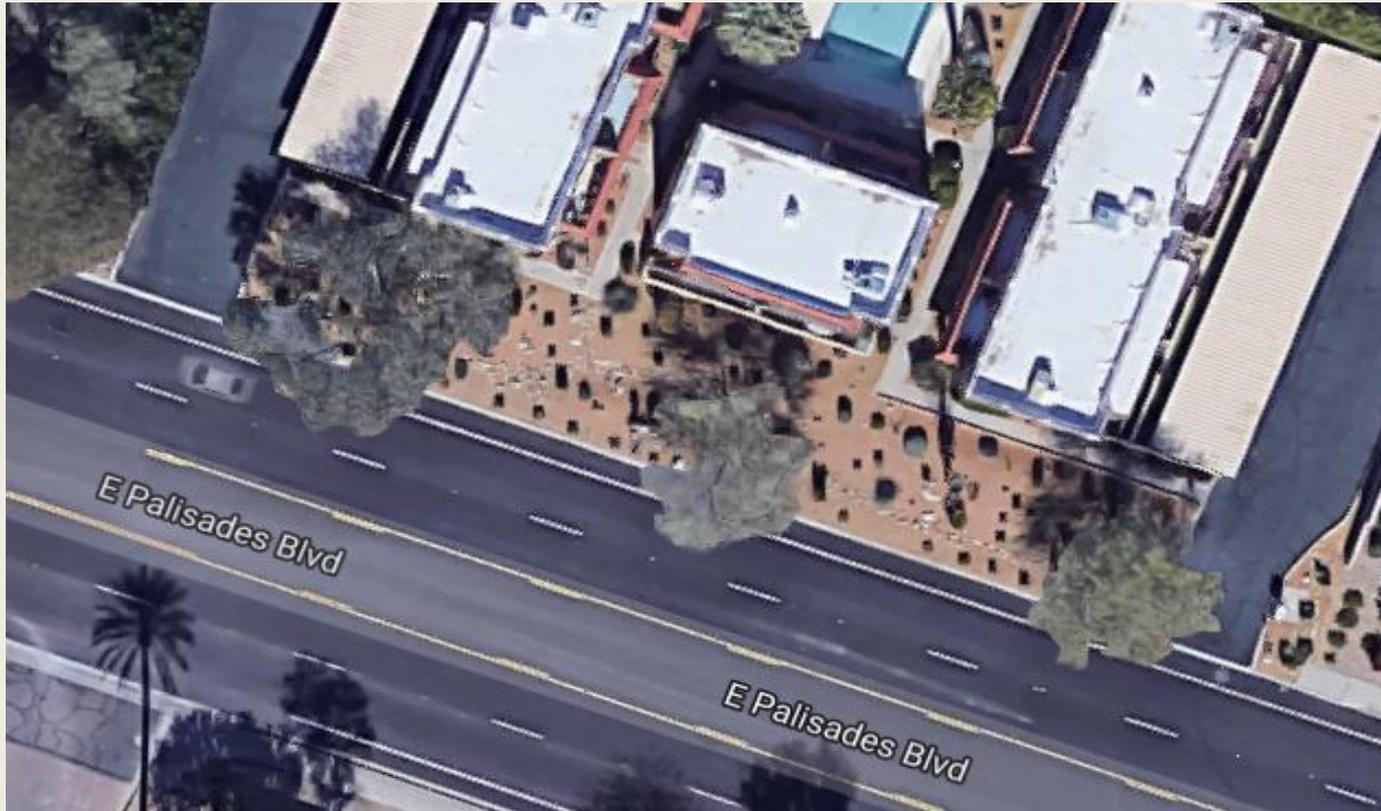
Palisades Boulevard to Technology Drive



Project Cost: \$130,000 (Design Concept Report)

Funding: \$90,000 Grant
\$40,000 CIP

S6061 – Sidewalk Infill Program

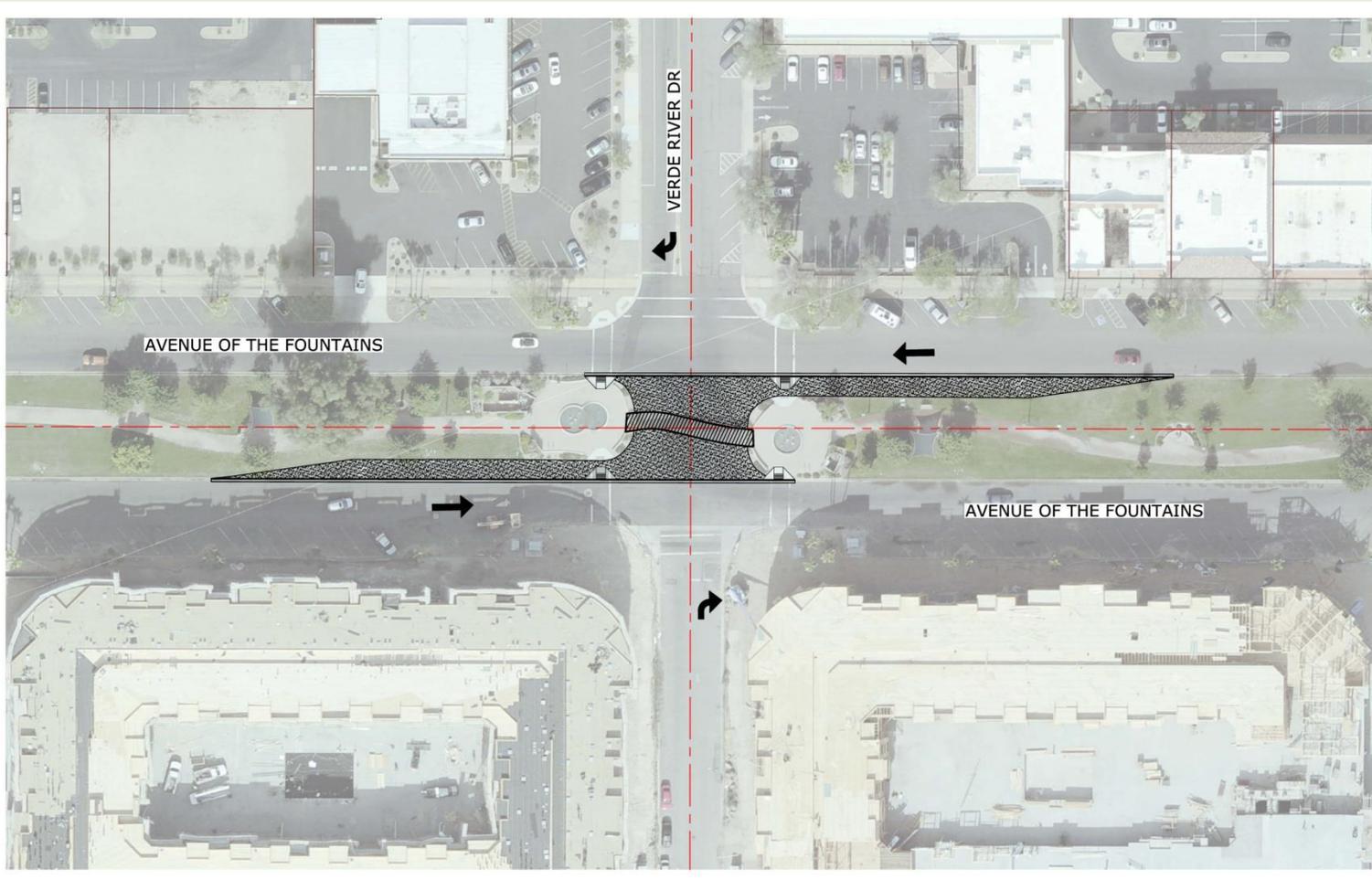


Project Cost: \$200,000

Funding: CIP

S6062 – AOTF and Verde River Intersection Improvements

Project Cost: \$350,000 Funding: Downtown Strategy



T5005 – Palisades Boulevard and Eagle Ridge/Palomino Drive Traffic Signal

Project Cost:
\$50,000

Funding: CIP



P3033 – Video Surveillance Cameras



Project Cost: \$50,000

Funding: CIP

P3035 – Four Peaks Park Upgrades



Project Cost: \$335,000

Funding: CIP

FY19/20 Capital Projects

CIP Funding Available:	\$3,785,815
Funding Needed:	
CIP	\$1,905,000
Contingency	154,750
HURF	150,000
Downtown Strategy	950,000
Grant	90,000
Remaining CIP Balance	\$1,726,065

FY19/20 Vehicle Replacements

Community Services (General Fund)					
Vehicle ID	Department	Description	Type	AMOUNT	ORG
17	Parks	John Deere 4x2 gator	Gator or similar	\$ 12,734.50	4POP
3	Parks	Sand Pro 3040	Small Utility Equipment	\$ 23,346.58	GEPOP
16	Parks	Bobcat	Bobcat or similar	\$ 13,795.70	GEPOP
18	Parks	Kawasaki Mule	Gator or similar	\$ 12,734.50	GEPOP
20	Parks	Bobcat	Bobcat or similar	\$ 13,795.70	DVOP
Public Works (HURF)					
Vehicle ID	Department	Description	Type	AMOUNT	ORG
135	STREETS	Freightliner M2106	Heavy Duty Truck	\$ 120,000.00	STPAVE
151	STREETS	Ford F-450 Pickup	Medium Duty Truck A	\$ 48,423.82	STSIGN
NEW	STREETS	Caterpillar Loader	Tractor/Loader D	\$ 96,318.26	STPAVE
NEW	STREETS	Broce Broom	Street Sweeper B	\$ 75,000.00	STPAVE
TOTALS				\$ 416,149.06	9
VRAD				\$ 76,406.98	5
VRHURF				\$ 339,742.08	4

Future Capital Improvement Projects

FY20/21 Future Capital Projects

- D6047 – Miscellaneous Drainage Improvements (ongoing multi-year)
\$50,000 CIP
- D6057 – Golden Eagle Impoundment Area Improvements
\$500,00 CIP
- F4013 – Fire Station #3 Design
\$381,000 - \$99,366 Development fees; \$181,634
Unfunded
- P3032 – Sport Field Lighting
\$1,733,000 Unfunded

FY20/21 Future Capital Projects –continued

- P3033 – Video Surveillance Cameras (ongoing multi-year)
\$50,000 CIP
- P3035 – Four Peaks Park Upgrades (ongoing multi-year)
\$150,000 CIP
- P3036 – Desert Vista Skate Park Lights
\$75,000 - \$35,000 CIP, \$40,000 Grant
- S6003 – Unpaved Alley Paving – Phase V (ongoing multi-year)
\$308,000 CIP
- S6061 – Sidewalk Infill Program (ongoing multi-year)
\$200,000 HURF

FY20/21 Future Capital Projects –continued

- T5005 – Palisades/Eagle Ridge Dr. Traffic Signal
\$500,000 Unfunded

TOTAL \$3,947,000

FY21/22 Future Capital Projects

- D6047 – Miscellaneous Drainage Improvements (ongoing multi-year)
\$50,000 CIP
- P3031 – Fountain Lake Water Quality Improvements- Phase II
\$2,622,400 Unfunded
- P3033 – Video Surveillance Cameras (ongoing multi-year)
\$50,000 CIP
- P3035 – Four Peaks Park Upgrades
\$150,000 CIP
- P3038 – Fountain Park Lake Line Replacement
\$3,5000,000 Bonds

FY21/22 Future Capital Projects – continued

- P3039 – Fountain Park Pump Replacement
\$1,5000,000 Bonds
- P3040 – Splash Pad Renovation
\$550,000 Bonds
- S6061 – Sidewalk Infill Program (ongoing Multi-year)
\$200,000 HURF

Total \$8,622,400

FY22/23 Future Capital Projects

- D6047 – Miscellaneous Drainage Improvements (ongoing Multi-year)
\$50,000 CIP
- F4013 – Fire Station #3 Construction
\$ 4,000,000 - \$71,882 Development Fees; \$3,928,118 Unfunded
- F4014 – Fire Station #3 Equipment
\$1,247,000 Unfunded
- F4034 – Solar Power Generating System
\$2,000,000 CIP

FY22/23 Future Capital Projects - continued

- S6059 – Wayfinding Signs
\$150,000 CIP
- S6060 – Monument Signs
\$150,000 CIP
- S6061 – Sidewalk Infill Program
\$200,000 HURF

TOTAL \$7,797,000

FY23/24 Future Capital Projects

- D6047 – Miscellaneous Drainage Improvements (ongoing multi-year)
\$50,000 CIP
- P3041 – Sunridge Park
\$3,500,000 - \$500,000 CIP; \$3,000,000 Unfunded
- S6061 – Sidewalk Infill Program
\$200,000 HURF

TOTAL \$3,750,000

Facilities Replacement Program

The following items were identified in the March 30, 2016 Capital Reserve Study

Proposed FY19/20

Fountain Park

Irrigation Pump Replacement	\$15,000
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Golden Eagle Park

Refurbish Irrigation System	\$60,000
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Tennis Court Wind Screens	\$20,000
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Four Peaks Park

Playground Equipment Replacement	\$60,000
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Refurbish Irrigation System	\$98,043
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Proposed FY19/20 (continued)

Physical Plant (Town Center)

Refurbish Circulation Pumps	\$10,000
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Fire Stations

AED Replacements	\$41,200
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Total FY19/20 expenditures	\$288,243
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Items Deferred Beyond FY19/20

Town Hall

Interior Painting	\$15,000
Carpet Replacement	\$95,481

Community Center and Museum/Library

Exterior Painting	\$196,690*
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*Includes parking lot light poles, shade canopies and sight walls

Community Center

Carpet Replacement/Moisture Remediation	\$163,000
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Total FY19/20 deferred items	\$530,901
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TOWN OF FOUNTAIN HILLS

Revenue Options



March 26, 2019

Financial Challenges

Summary of Financial Challenges

- General Fund revenues are not keeping up with operating costs
- Fountain Hills is projecting a \$4.4 million cumulative revenue shortfall over the next 5 years
- General Fund State Shared Revenue is about \$1,000,000 less than it was at its height in 2007-08 (\$6.8 million)
- As other cities grow in population, FH's portion of State Shared Revenues will continue to decline

Summary of Financial Challenges - continued

- Town's local sales tax is elastic and subject to fluctuations
- In the past, efforts to address primary property tax have not been accepted by residents
- In the past, the Town has made significant cuts in staffing and has contracted out right-of-way maintenance, park maintenance, and numerous other services (62% of General Fund expenditures is contracted out)
- All of these cost cutting measures served the Town at the time and have helped to contain costs
- The Town has a structural issue that needs to be addressed

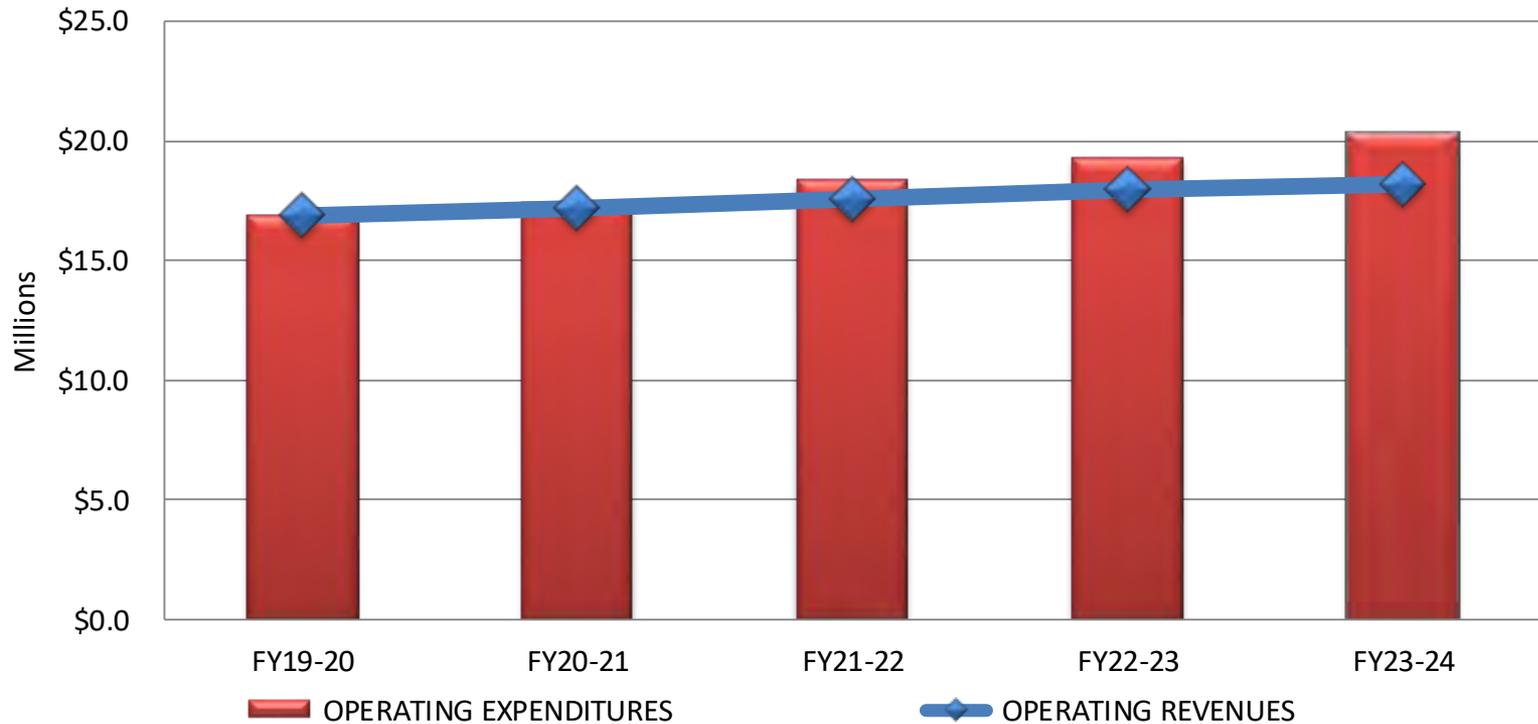
Summary of Financial Challenges - continued

- The structural issue is more of a revenue problem than an expenditure problem
- Any future cuts will be drastic and may involve reductions in services that will negatively impact residents
- Council had taken action to refer a ballot question to voters in May of 2018 regarding a primary property tax to address revenue shortfall issue
- At the time the Council believed the primary property tax was the most equitable method to address the revenue shortfall; unfortunately, the ballot measure failed

Five Year Financial Forecast

General Fund Projections

FY20-24 Projected General Fund Revenues and Expenditures



General Fund Projections - continued

FISCAL YEAR (July to June)	STATE SHARED REVENUES	LOCAL REVENUES	TOTAL GF EXPEND.	SURPLUS/ (SHORTFALL)
2019-20	6,220,134	10,664,296	16,884,430	-
2020-21	6,251,977	10,972,228	17,460,465	(236,260)
2021-22	6,290,174	11,286,317	18,324,993	(748,502)
2022-23	6,329,033	11,636,713	19,305,110	(1,339,364)
2023-24	6,368,936	11,860,365	20,307,366	(2,078,065)
				(4,402,191)

Possible Revenue Options to Address Financial Challenges

Primary Property Tax

- Primary property tax election was held May 15, 2018
- Ballot measure for \$7 million failed 66% to 44%
- Average home value for Fountain Hills is approximately \$300,000

Home Value	\$3M	\$6M	\$9M	\$12M
\$250K	\$168.67	\$337.34	\$506.02	\$674.69
\$350K	\$236.14	\$472.28	\$708.42	\$944.56
\$500K	\$337.34	\$674.69	\$1,012.03	\$1,349.38
\$1M	\$674.69	\$1,349.38	\$2,024.07	\$2,698.75

Sales Tax

- Increase sales tax rate (on some or all tax categories)
- Estimate that each one tenth of one percent (0.1%) increase in rates (all categories) would generate approximately \$340,000 in additional revenue
 - Current rate for Town is 2.6%
 - Total State tax rate is 8.9%
- Unclear if Proposition 126 will have any impact on the Council's authority
- A 0.3% increase to 2.9% would generate \$1,020,000

Environmental Fee

15,192 invoices mailed

Approximately 90% collection on the invoices

Equals 13,673 payments received

\$854,145 Environmental Fund costs for FY19-20

\$62.50 fee required to cover costs in FY19-20;
current fee is \$36.00

Stormwater/Environmental Fee Costs

Annual Program Administration	\$24,415
New Employee (salary & benefits)	\$60,000
Environmental Program Material	\$2,000
Billing Company	\$50,000
Maricopa County Dust Control Block Permit	\$2,000
Golden Eagle & Fountain Park Reclaimed Water Discharge Permits	\$715
ADEQ Storm Water Permit	\$5,000
STORM (Storm Water Outreach for Municipalities) Annual Dues	\$1,500
Water Use It Wisely Annual Dues	\$2,000
Illegal Dumping Cleanup	\$5,000
ADWR Dam Inspection & Maintenance	\$20,400
Wash Maintenance	\$210,000
Electronics Recycling Event	\$1,000
On-Call Storm Debris Cleanup & Repairs	\$30,000
Storm Damage and Repairs	\$170,000
Internal Service Fund charges	\$115
Drainage Parcel Inspection and Cleaning	\$90,000
Storm Drain & Culvert Inspection & Cleaning	\$90,000
Street Sweeping	\$90,000
Total =	\$854,145

Vehicle License Tax

- Currently, by Resolution 2013-02, all revenues are designated for the pavement management program
- Estimate for FY19-20 is \$1.1 million in VLT
- Change allocation for VLT revenue to be 30% to General Fund and 70% to the Streets Fund
- New allocation would provide \$331,000 to the General Fund (already included in revenue projections for FY19-20)

Solid Waste Admin Fee

- Add a \$1.00 per month administration fee to the Republic Services quarterly invoice (\$3.00 per quarterly billing)
- Approximately 9,000 residential accounts
- \$3 per bill x 9,000 accounts x 4 billings per year = \$108,000 annually
- However, many winter residents suspend their accounts for some period of time so collections will be less than \$108,000

Public Safety Fee

- Implement public safety fee to recover increasing costs of MCSO and Rural Metro (estimate to replace Rural Metro contract would increase expenditures by \$450,000)
- Current experience with environmental fee is fair
- Town businesses – 600
- Town households – 11,699
- A fee of \$100 would generate \$1,229,900 in revenue assuming 100% collection

Infrastructure/Maintenance Fee

- Residential - \$350 per year for four years; reduce by \$50 per year
- Commercial - \$400 per year for four years; reduce by \$50 per year
- Households – per Sites USA data – 11,699
- Businesses – 1,157 total (600 commercial and 557 home based)

Infrastructure/Maintenance Fee - continued

Category	FY19-20	FY20-21	FY21-22	FY22-23	Total
Households	\$4,094,650	\$3,509,700	\$2,924,750	\$2,339,800	\$12,868,900
Businesses	240,000	210,000	180,000	150,000	780,000
TOTAL	\$4,334,650	\$3,719,700	\$3,104,750	\$2,489,800	\$13,648,900

Collection rate for \$36 environmental fee is approximately 90%. Without an effective collection enforcement mechanism, collection rate probably will be less.

Other Possible Revenue Options

- Franchise Fees for EPCOR and Southwest Gas would generate about \$200,000 annually
- Raise Town fees
 - Business Licenses amounted to \$133,280 in FY17-18
 - Rental fees for FY17-18 amounted to \$141,308
 - Charges for services amounted to \$164,456 in FY17-18
 - Any increases would not be significant in relation to the total Town budget (FY17-18 total was \$439,044)
- Currently undertaking a comprehensive user fee study as well as a development impact fee study

Other Possible Measures

- Sell cell towers on Town-owned property (one-time revenue)
 - the Town has been approached by two different firms
- Sell or lease excess Town-owned land
- Adopt a solid waste hauler license fee – included on list of proposed fee schedule changes
- Continue to engage TPT auditor to pursue residential rental taxes from rental properties
- Hire a financial advisor to assess Town's finances and recommend strategies to address future revenue shortfalls

Summary of Revenue Options

- Approve another primary property tax election
- Raise local sales tax rate
- Raise environmental fee
- Reallocate VLT – 70% Streets-30% General Fund
- Implement admin fee for solid waste collection
- Impose a public safety fee
- Implement a infrastructure/maintenance fee
- Adopt franchise fees for water and gas
- Raise Town fees or adopt new fees
- Sell Town property or leases for cell towers

Recommended Revenue Adjustments for FY 19-20

- Raise local sales tax rate to 2.9 percent from current 2.6 percent – will generate approximately \$1,020,000 in additional revenue annually
- Increase the environment fee from \$36 to \$62 which will generate an additional \$350,000 and reduce General Fund contributions to Environmental Fund each year
- Reallocate VLT so only 70% is allocated to the Streets (HURF) Fund (already incorporated into FY19-20 revenue projections)
- Implement a solid waste fee of \$1 per month which will generate approximately \$100,000 annually
- Early next fiscal year take Council action on user fee adjustments after the completion of the cost of service study

Town of Fountain Hills Summary of Proposed New or Modified Fees

City Code and Fee Schedule Reference	Current Fee Description	Customer Impacted	Existing Fee	Proposed Fee	Justification/Cost Basis	Comparisons
Department / Division						
Community Services / Community Center	Ballroom Rentals	All	N/A	One half of ballroom fees are non-refundable upon rental; If less than 120 day notice of cancellation, all fees are forfeited	Opportunity cost for not having ballroom available for other rentals	
Community Services / Community Center	Meeting Room Rentals	All	N/A	Full refund if cancellation 60 days prior to event; one-half refund 30-59 days prior to event; no refund if less than 30 days prior to event	Opportunity cost for not having meeting room available for other rentals	
Community Services / Recreation	Tennis Courts - 90 minute reservation	Residents	\$7.00 with lighting	\$5.00	No method to control use of lighting	
Community Services / Recreation	Tennis Courts - 90 minute reservation	Non-Residents	\$14.00 with lights	\$10.00	No method to control use of lighting	
Community Services / Recreation	Special Event Permit Fees-Vendor Compliance Fine-First time penalty	Vendors	\$250.00	minimum of \$250.00	Effort to ensure vendors follow Town guidelines	
Community Services / Recreation	Special Event Permit Fees-Vendor Compliance Fine-Recurring penalty	Vendors	\$750.00	minimum of \$750.00	Effort to ensure vendors follow Town guidelines	
Community Services / Parks	Park surcharge	Park Users	N/A	20% surcharge on rentals	Effort to provide funding for park improvements	
Administration/Finance	Administration Fee	Residents	N/A	\$1.00 per month	Recover costs of administering solid waste contract	
Administration/Finance	Initial Application Fee	Solid waster haulers	N/A	\$500.00 non-refundable	Recover costs of wear/tear on roadways	

City Code and Fee Schedule Reference	Current Fee Description	Customer Impacted	Existing Fee	Proposed Fee	Justification/Cost Basis	Comparisons
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Department / Division						
Administration/Finance	License Fee	Solid waster haulers	N/A	\$1,000.00 per vehicle per year non-refundable	Recover costs of wear/tear on roadways	
Administration/Finance	Notarization	All	\$2.00 per signature	\$5.00 per signature	Arizona Administrative Code; R2-12-1102 B.	
Administration/Finance	Penalty for operating a business without a license	Business Owners	\$100.00	minimum of \$250.00	Cost to identify and locate unlicensed businesses requires effort by the Code Enforcement Officer	
Public Works / Engineering	Violation Use Fee	Wireless Services Providers	N/A	\$500.00 per instance; \$600.00 per day	HB 2365	N/A
Public Works / Engineering	ROW Use Fee	Wireless Services Providers	\$50.00/year x number of small wireless facilities (SWF)	\$50.00/calendar year x number of small wireless facilities (SWF)	HB 2365	N/A
Public Works / Engineering	Authority utility pole attachment	Wireless Services Providers	\$50.00/year per utility pole attachment	\$50.00/calendar year per utility pole attachment	HB 2365	N/A
Public Works / Engineering	Batched applications for up to 25 SWF's	Wireless Services Providers	\$50.00 per SWF 6 - 20 sites (\$1,000.00 maximum fee)	\$50.00 per SWF 6 - 25 sites (\$1,000.00 maximum fee)	HB 2365	N/A
Public Works / Engineering	Oversize/Overweight Vehicle Permit	Trucking Firms	\$210.00	\$210.00 non-refundable	To recognize that work has already been completed	
Public Works / Engineering	Haul Route Permit (greater than or equal to 500 cubic yards)	Trucking Firms	\$210.00	\$210.00 non-refundable	To recognize that work has already been completed	
Public Works / Engineering	Traffic Control Plan Review	Contractors	\$200.00	\$200.00 non-refundable	To recognize that work has already been completed	
Public Works / Engineering Permits	Failure to obtain an Encroachment Permit	Contractors	\$200.00	minimum of \$200.00	To allow discretion in the assessment of the violation.	
Public Works / Engineering Permits	Failure to obtain a Final Inspection	Contractors	\$100.00	minimum of \$100.00	To allow discretion in the assessment of the violation.	
Public Works / Engineering Permits	Easement or Right-of-Way Abandonment	Contractors	\$350.00	\$350.00 non-refundable	To recognize that work has already been completed	

City Code and Fee Schedule Reference	Current Fee Description	Customer Impacted	Existing Fee	Proposed Fee	Justification/Cost Basis	Comparisons
Department / Division						
Development Services/Planning & Zoning	Hillside Protection Reconfiguration and/or Replacement of Hillside Protection Easement	Contractors	\$350.00	\$350.00 non-refundable	To recognize that work has already been completed	
Public Works / Engineering Permits	Revocation Administrative Fee	Contractors	\$300.00	\$300.00 non-refundable	To recognize that work has already been completed	
Development Services/Engineering	Engineering Plan Review Fee	Contractors	\$350.00 per sheet	\$350.00 per sheet non-refundable	To recognize that work has already been completed	
Development Services/Engineering	Final Plat - Plan Checking	Contractors	\$350.00 per sheet (includes 2nd and 3rd reviews)	\$350.00 per sheet (includes 2nd and 3rd reviews) non-refundable	To recognize that work has already been completed	
Development Services/Engineering	Final Plat - Except water and sewer plans	Contractors	\$175.00 per sheet (includes 2nd and 3rd reviews)	\$175.00 per sheet (includes 2nd and 3rd reviews) non-refundable	To recognize that work has already been completed	
Development Services/Engineering	Water and sewer plans only	Contractors	\$200.00 per sheet with corrections (4th+ reviews); \$75.00 per sheet for addendums (changes made after approval).	\$200.00 per sheet with corrections (4th+ reviews); \$75.00 per sheet for addendums (changes made after approval) non-refundable	To recognize that work has already been completed	
Development Services/Engineering	Engineering Report/Calculations Review Fee (Drainage, Environmental, Traffic, Structural, Water, Sewer, etc.)	Contractors	\$350.00 per report	\$350.00 per report non-refundable	To recognize that work has already been completed	
Development Services/Mapping & Graphics	New/Address Change	Contractors	\$25.00	\$25.00 non-refundable	To recognize that work has already been completed	
Development Services Building Safety	Third-Party or Expedited Plan Review & Inspections	Applicants only	N/A	2.5 x Base Plan Review Fee ^ ***	Note 1	Phoenix = 3x base fee +20% if third-party is needed Chandler = 2x base fee Gilbert = 2x base fee

City Code and Fee Schedule Reference	Current Fee Description	Customer Impacted	Existing Fee	Proposed Fee	Justification/Cost Basis	Comparisons
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Department / Division						
Development Services Building Safety	Inspections not associated with an active Building Permit	Applicants only	N/A	\$150.00 Each	Note 2	Phoenix = \$150 per hour or portion thereof Scottsdale = \$83 per hour or portion thereof Mesa = \$110 per hour or portion thereof
Development Services Building Safety	Off-Hours Inspections (Nights & Weekends)	Applicants only	N/A	\$250.00 Each	Note 1	Phoenix = \$238 per hour or portion thereof
Public Works/Engineering Permits	Box Culverts	Applicants only	5% of attached estimate	5% of attached estimate (excluding taxes)	Charging plan review and inspection fees based partially on the anticipated taxes to be paid is not appropriate.	N/A
Public Works/Engineering Permits	Miscellaneous	Applicants only	5% of attached estimate	5% of attached estimate (excluding taxes)	Charging plan review and inspection fees based partially on the anticipated taxes to be paid is not appropriate.	N/A
Public Works/Engineering Permits	Landscaping	Applicants only	5% of attached estimate	5% of attached estimate (excluding taxes)	Charging plan review and inspection fees based partially on the anticipated taxes to be paid is not appropriate.	N/A
Public Works/Engineering Permits	Irrigation	Applicants only	5% of attached estimate	5% of attached estimate (excluding taxes)	Charging plan review and inspection fees based partially on the anticipated taxes to be paid is not appropriate.	N/A
Public Works/Engineering Permits	Lighting	Applicants only	5% of attached estimate	5% of attached estimate (excluding taxes)	Charging plan review and inspection fees based partially on the anticipated taxes to be paid is not appropriate.	N/A
Public Works/Engineering Permits	Grading	Applicants only	5% of attached estimate	5% of attached estimate (excluding taxes)	Charging plan review and inspection fees based partially on the anticipated taxes to be paid is not appropriate.	N/A

City Code and Fee Schedule Reference	Current Fee Description	Customer Impacted	Existing Fee	Proposed Fee	Justification/Cost Basis	Comparisons
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Department / Division

Public Works/Engineering Permits	Other	Applicants only	5% of attached estimate	5% of attached estimate (excluding taxes)	Charging plan review and inspection fees based partially on the anticipated taxes to be paid is not appropriate.	N/A
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^ All fees include up to 3 reviews by staff. Any additional reviews will be subject to an additional fee equal to 25% of the original fee. The "recording fee" is per Maricopa County's fee schedule and is, therefore, subject to change.

*** Plan Reviews for Fire, Planning, and Sanitary District are not eligible for Expedited or Third-Party review.

Notes:

1. Fee is charged only when applicants request this service. Fee will cover the estimated costs of the third party plan review and inspections, PLUS the base fee to cover town staff time and materials in processing the request and monitoring the third-party contract.

fee would allow the Town to provide the service and recoup the costs of performing the extra inspections. The fee being proposed is the same as the current one-time re-inspection fee. As it is not related to an active permit, the fee will cover the cost of one inspection which will, on average, last one hour. Building Safety permit fees are designed to cover the costs of permit tech and inspector time, travel time, vehicle wear, supplies, tools and office overhead.

Public Works / Streets	Penalty for creating a hazard within Town right-of-way	Right-of-way users	N/A	minimum of \$500.00 each violation	Any party's act, error, or omission within the right-of-way that creates an imminent risk of death or injury.	Phoenix, Mesa and Gilbert \$1,000-\$1,500
Public Works / Engineering	Encroachment-Failure to remove construction equipment or materials from right-of-way	Right-of-way users	N/A	minimum of \$500.00 each violation	Any party that fails to remove all construction equipment or materials as part of an approved encroachment permit	Phoenix \$500
Public Works / Engineering	Encroachment-Failure to correct encroachment permit violation in timely manner	Right-of-way users	N/A	\$250.00 per day	Any party that fails to correct or cure a violation of the encroachment permit terms and conditions within the time period stated on the notice of violation.	Phoenix, Mesa and Gilbert \$1,000-\$1,500

City Code and Fee Schedule Reference	Current Fee Description	Customer Impacted	Existing Fee	Proposed Fee	Justification/Cost Basis	Comparisons
Department / Division						
Public Works / Engineering	Traffic restriction in signalized intersection without Encroachment permit	Right-of-way users	N/A	minimum of \$250.00 per violation	Any party that restricts the right-of-way at an intersection with traffic signals not in compliance with the encroachment permit terms and conditions.	Phoenix, Mesa and Gilbert \$1,000-\$1,500
Public Works / Engineering	Closing or restricting sidewalk/trail without approved permit	Right-of-way users	N/A	minimum of \$250.00 per violation	Any party that improperly closes a sidewalk/trail or closes a sidewalk/trail without an encroachment permits.	Phoenix, Mesa and Gilbert \$1,000-\$1,500
Public Works / Engineering	Failure to remove barricades in a timely manner	Right-of-way users	N/A	\$250.00 per day	Any holder of an encroachment permit that fails to remove traffic control devices from right-of-way within the time frame stated on the approved TCP .	Phoenix, Mesa, Gilbert \$0-\$1000
Public Works / Engineering	Traffic Study - Cost to recover staff time and materials	Applicants only	N/A	\$100.00 per application (non-refundable) and \$50.00 for each traffic counter location	Town engineer and street staff spend a considerable amount of time on these issues	See attached spreadsheet
Public Works / Engineering	Encroachment permit base fee	Applicants only	\$70.00	\$100.00 non-refundable	Base fee is too low	See attached spreadsheet
Public Works / Engineering	2"/6" Paving AC	Applicants only	\$.35 per sq. yd.	\$0.45 per sq. yd.	Fee is too low based comparison to other cities/ Towns	See attached spreadsheet
Public Works / Engineering	1" Paving - Overlay or Top Course	Applicants only	\$.15 per sq. yd.	\$0.30 per sq. yd.	Fee is too low based comparison to other cities/ Towns	See attached spreadsheet
Public Works / Engineering	Guard Rail/Hand Rail	Applicants only	\$.20 per linear ft.	\$.50 per linear ft.	Fee is too low based comparison to other cities/ Towns	See attached spreadsheet
Public Works / Engineering	Concrete Aprons	Applicants only	\$15.00 ea.	\$0.40 per sq. ft.	Fee is too low based comparison to other cities/ Towns	See attached spreadsheet
Public Works / Engineering	Scuppers	Applicants only	\$15.00 ea.	\$25.00 each	Fee is too low based comparison to other cities/ Towns	See attached spreadsheet
Public Works / Engineering	Utility, Water Line, Sewer Line Trench	Applicants only	\$.15 per linear ft.	(R/W) paved \$1.00 lineal ft.; unpaved \$0.45 lineal ft.	Fee is too low based comparison to other cities/ Towns	See attached spreadsheet

COMPARISONS

DESCRIPTION	FOUNTAIN HILLS	GILBERT	CHANDLER	BUCKEYE	AVONDALE
ENCROACHMENT/ENGINEERING PERMITS					
Base Permit Fee	\$70.00 - non-refundable	\$200.00	97	\$50.00 PLUS	
2"/6" Paving A.C.	\$.35 per sq. yd.	\$0.48 per S.Y	\$0.36 per S.Y	\$0.45 per S.Y	\$0.65 per S.Y
1" Paving - Overlay or Top Course	\$.15 per sq. yd.	\$0.24 per S.Y.		\$0.30 per S.Y	\$0.35 per S.Y
1" ABC or Select Subbase	\$.05 per sq. yd				
Permanent Barricading	\$25.00 ea.	\$47.15 each			
Guard Rail/Hand Rail	\$.20 per linear ft.	\$0.35 per L.F.		\$4.00 per L.F.	\$4.00 per L.F.
Survey Monuments	\$10.00 ea	\$8.25 each		15 / 25 EA	\$45 EA
Concrete Aprons	\$15.00 ea	\$41.14	10.98	0.40 per S.F.	\$50 BASE FEE + .35 per S.F.
Scuppers	\$15.00 ea.	\$23.55 each	41.17		\$70 EA
Review for Adjustments MH, etc	\$10.00 ea.	\$23.55 each			
4" Paving - PC Concrete	\$.22 per sq. yd.	\$0.53 per S.F.			
Decorative Sidewalk or Paving	\$.30 per linear ft	\$0.41 per L.F.			
Sidewalk & Bike path	\$.30 per linear ft	\$0.13 per L.F.	\$0.07 per S.F.	0.05 per S.F.	\$50 BASE FEE + .15 per S.F.
Curb & Gutter	\$.20 per linear ft.	\$0.24 per L.F.	0.19 per L.F.		\$50 BASE FEE + .35 per L.F.
Valley Gutter	\$.50 per linear ft.	\$0.53 per S.F.	0.36 per L.F.	0.40 per S.F.	\$50 BASE FEE + .35 per S.F.
Sign (regulator, street etc.)	\$5.00 ea.				
Pavement Cuts	\$2.00 per linear ft.		\$23.07 per S.Y.		
Driveway/Driveway Modifications	\$30.00 ea	\$0.53 per S.F.			\$95 EA (R/W) PAVED \$1.00 L.F. UNPAVED \$0.45
Utility, Water Line, Sewer Line Trench	\$.15 per linear ft	\$0.24 per L.F.	\$0.22 per L.F.	0.40 per S.F.	L.F.
Drywells (maxwell or similar)	\$100.00 ea.	\$87.70 each	76.85		\$100 EA
Storm Drain Pipe	\$2.00 per linear ft.	\$1.06 per L.F.	\$1.16 per L.F.		\$1.30 per L.F.
Catch Basins, Headwells	\$50.00 ea.	\$59	41.17 / 42.54		\$70 EA
Cutoff Walls	\$.35 per linear ft.	\$0.24 per L.F.		1.50 per L.F	
Slope Protection	\$.30 per sq. yd.	\$0.41 per S.Y.			
Rip Rap	\$.90 Sq. ft.				\$5 CUBIC YARD
Retaining Wall	\$1.53 per linear ft				0.50 per L.F.
Cut/Fill (Materials Moved)	\$.40 per cubic yd.				
Box Culverts	5% of attached estimate		\$1.16 per L.F.		4% OF COST
Miscellaneous	5% of attached estimate				
Landscaping	5% of attached estimate	0.03 per S.F.		0.05 per S.F.	(ROW) \$0.25 S.Y.
Irrigation	5% of attached estimate				\$1.25 per L.F.
Lighting	5% of attached estimate				
Grading	5% of attached estimate				
Utility Splice/Repair Pits (outside pvmt)	\$2.00 Sq. ft. (minimum \$50.00)	\$41.15 each		75 EA	
Other	5% of attached estimate				
In Lieu Payments	Calculated for cuts greater than 300 feet in length - per MAG section 336				
Traffic Control Plan Review	\$200	\$150.00 PER PERMIT			\$125.00 / REVISION REVIEW \$50
Engineering Plan Review Fee	\$350 per sheet				\$200 PER HOUR
Failure to obtain an Encroachment Permit	\$200				
Failure to obtain a Final Inspection	\$100				
Reinspection Fee	\$150				

DESCRIPTION	FOUNTAIN HILLS	GILBERT	CHANDLER	BUCKEYE	AVONDALE
Investigation Fee for Work Done Without Permit Oversize/Overweight Vehicle Permit Haul Route Permit (≥ 500 cubic yards) Failure to barricade or improper barricading Permit Extension Penalty for work w/o permit Minimum Plan Review	\$250 or the permit fee, whichever is greater, but not to exceed \$2,500 for every day or a portion of a day from the time unpermitted work began until a permit is obtained. \$210.00 \$210.00 Up to \$1,000 \$50.00 50% of Permit Fee \$70.00 per hour (1 - hour Minimum)			500 EA	
: Pavement Utility Pothole Renew Expired Permit (With City Approval)				65 EA	\$50 EA \$300