

RESOLUTION NO. 2019-21

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SEDONA,
ARIZONA, ESTABLISHING AS A PUBLIC RECORD PROPOSED AMENDMENTS TO
THE CONSOLIDATED FEE SCHEDULE.**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF SEDONA, ARIZONA that the terms set forth in that document attached hereto as Exhibit A and entitled "2019 Amendments to the Sedona Consolidated Fee Schedule" constitute a public record to be incorporated by reference into Ordinance No. 2019-07.

At least one (1) paper copy and one (1) electronic copy of this public record shall be kept in the office of the City Clerk for public use and inspection.

PASSED AND ADOPTED this 26th day of November, 2019, by the Mayor and Council of the City of Sedona, Arizona.




Sandra J. Moriarty, Mayor

ATTEST:



Susan L. Irvine, CMC, City Clerk

APPROVED AS TO FORM:



Robert L. Pickels, Jr., City Attorney

**EXHIBIT A
2019 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>FINANCE</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase
Lien Filing Fee	\$25 (added to the amount of the lien)	<u>Based on an analysis of personnel and overhead, this fee is currently at 42% cost recovery. In addition, the county recording fees were just increased from \$9 per recording to \$15 per recording.</u>	<u>Increase to \$50 (represents 84% cost recovery)</u>
Wastewater Account Set-Up Fee	\$25	<u>Based on an analysis of personnel and overhead, this fee is currently at 78% cost recovery.</u>	<u>Increase to \$30 (represents 94% cost recovery)</u>

<u>POLICE DEPARTMENT</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase
Police Report ¹	\$5 up to 20 pages	\$0.25 per additional page over 20 pages	<u>\$10 up to 20 pages</u>
<u>Accident Report</u>		<u>\$0.25 per additional page over 20 pages</u>	<u>\$8 up to 20 pages</u>
<u>CD-ROM/DVD/Electronic Files</u>	\$15		
Off-Duty Police Officer Service Off-Duty Police Sergeant Service (when required and acting in a supervisory capacity) City Police Vehicle Fee (per vehicle required for employees)	\$46.26 per hour \$56.24 per hour \$5.00 per hour		<u>\$62.00 per hour (flat fee)</u>

¹ Victims of crimes, including domestic violence, will not be charged a fee for a single copy of the police report prepared in connection with the Police Department's investigation of the offense.

<u>PUBLIC WORKS/ENGINEERING SERVICES</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase
Grading Permit			<u>Proposed fee methodology:</u> <u>Salary (S) x benefit factor (BF) x time (T) = new rounded up fee</u> <u>S = \$28/hr</u> <u>BF = 1.3</u> <u>T = hours (varies)</u>
<ul style="list-style-type: none"> 0 – 50 CY 	\$10		$28 \times 1.3 \times 0.25 = \mathbf{\$10}$
<ul style="list-style-type: none"> 51 – 100 CY 	\$18		$28 \times 1.3 \times 0.5 = \mathbf{\$19}$
<ul style="list-style-type: none"> 101 – 1,000 CY 	\$36 for the first 100 CY	Plus \$18 for each additional 100 CY or fraction thereof	$28 \times 1.3 \times 1 = \mathbf{\$37}$ <u>Plus \$19/100 CY</u>
<ul style="list-style-type: none"> 1,001 – 10,000 CY 	\$198 for the first 1,000 CY	Plus \$18 for each additional 1,000 CY or fraction thereof	$28 \times 1.3 \times 5.5 = \mathbf{\$201}$ <u>Plus \$19/100 CY</u>
<ul style="list-style-type: none"> 10,001 – 100,000 CY 	\$360 for the first 10,000 CY	Plus \$20 for each additional 10,000 CY or fraction thereof	$28 \times 1.3 \times 10 = \mathbf{\$364}$ <u>Plus \$21/100 CY</u>
<ul style="list-style-type: none"> 100,001 – 200,000 CY 	\$538 for the first 100,000 CY	Plus \$20 for each additional 10,000 CY or fraction thereof	$28 \times 1.3 \times 15 = \mathbf{\$546}$ <u>Plus \$21/100 CY</u>
<ul style="list-style-type: none"> 200,000 CY + 	\$736 for the first 200,000 CY	Plus \$25 for each additional 10,000 CY or fraction thereof	$28 \times 1.3 \times 20.5 = \mathbf{\$747}$ <u>Plus \$26/100 CY</u>

<u>PUBLIC WORKS/ENGINEERING SERVICES</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase
Grading Plan Review			Last adjusted in 2017. Proposed to be adjusted by 3% as salaries increased. $2 \text{ years} \times 3\% = 6\%$ increase.
<ul style="list-style-type: none"> 0 – 100 CY 	\$10		<u>\$11</u>
<ul style="list-style-type: none"> 101 – 1,000 CY 	\$36		<u>\$39</u>
<ul style="list-style-type: none"> 1,001 – 10,000 CY 	\$51		<u>\$54</u>
<ul style="list-style-type: none"> 10,001 – 100,000 CY 	\$55 for the first 10,000 CY	Plus \$10 for each additional 10,000 cubic yards or fraction thereof	<u>\$59 and \$11</u>
<ul style="list-style-type: none"> 100,001 – 200,000 CY 	\$145 for the first 100,000 CY	Plus \$6 for each additional 10,000 cubic yards or fraction thereof	<u>\$154 and \$7</u>
<ul style="list-style-type: none"> 200,000 CY + 	\$199 for the first 200,000 CY	Plus \$3 for each additional 10,000 cubic yards or fraction thereof	<u>\$211 and \$4</u>
<ul style="list-style-type: none"> <u>Additional Meetings</u> 			$2 \text{ staff} \times \$28/\text{hr} \times 1.3 =$ <u>\$73</u>
<ul style="list-style-type: none"> Inspection Outside Business Hours 	\$55 per hour – 2 hour minimum		$1 \text{ staff} \times \$25/\text{hr} \times 1.3 \text{ BF} \times 2.0 \text{ overtime factor} \times 1 \text{ hr} =$ <u>\$65 per hour - 2 hour minimum</u>

<u>PUBLIC WORKS/ENGINEERING SERVICES</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase
<ul style="list-style-type: none"> • Re-Inspection 	\$55 per hour – 1 hour minimum		$2 \text{ staff} \times \$28/\text{hr} \times 1.3 =$ \$73
Right of Way Utility Permit			
<ul style="list-style-type: none"> • <u>Outdoor Dining Agreement</u> 	<u>\$100 per year</u>		Based on research of public information the proposed fee is determined to be <u>\$1.00 per square foot per month for outdoor dining space within the ROW.</u>
Other Services Provided			
<ul style="list-style-type: none"> • Change of Address Request, Including Processing, Notification and Updates 	\$25 per request when change is not due to addressing error or not the initial address		Average salary of those involved is $\$26.5 \times 1.25 \text{ hours} \times 1.3 \text{ BF} =$ \$43
Wastewater Permits:			
<ul style="list-style-type: none"> • Inspection Outside Business Hours 	\$55 per hour – 2 hour minimum		$1 \text{ staff} \times \$25/\text{hr} \times 1.3 \text{ BF} \times 2.0 \text{ overtime factor} \times 1 \text{ hr} =$ \$65 per hour - 2 hour minimum

<u>WASTEWATER</u>	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase
Wastewater Capacity Fees:			All increases proposed below are based on the Engineering News Construction Cost Inflation Factor 3.22% increase from January 2018 to January 2019 .
<ul style="list-style-type: none"> • Residential • Capacity Units = Connection 	\$10,633.64		<u>\$10,976.04</u>
<ul style="list-style-type: none"> • Multi Family/Apartments • Capacity Units = Dwelling Unit 	\$8,216.25		<u>\$8,480.81</u>
<ul style="list-style-type: none"> • ADU – Accessory Dwelling Unit • Capacity Units = Dwelling Unit 	\$5,316.83		<u>\$5,488.03</u>
<ul style="list-style-type: none"> • Resort – Cottages, Villas • Capacity Units = Connection 	\$13,064.25		<u>\$13,484.92</u>
<ul style="list-style-type: none"> • Car Wash with Recycle • Capacity Units = Bay 	\$17,244.79		<u>\$17,800.07</u>
<ul style="list-style-type: none"> • Car Wash without Recycle • Capacity Units = Bay 	\$25,867.19		<u>\$26,700.11</u>
<ul style="list-style-type: none"> • Fitness Center/Beauty Salon • Billing Unit = 100 sq. ft. 	\$1,045.14		<u>\$1,078.79</u>
<ul style="list-style-type: none"> • Private Tour Jeep & Rental OHV/Jeep Washing • Billing Unit = Vehicle 	\$695.61		<u>\$718.01</u>
<ul style="list-style-type: none"> • Mortuaries • Billing Unit = Connection 	\$25,736.55		<u>\$26,565.27</u>

WASTEWATER	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase
<ul style="list-style-type: none"> Offices, Medical Building, Manufacturing, Contractors Billing Unit = 100 sq. ft. 	\$261.29		<u>\$269.70</u>
<ul style="list-style-type: none"> Laundromat (efficiency) Billing Unit = Machine 	\$7,707.90		<u>\$7,956.09</u>
<ul style="list-style-type: none"> Laundromat (12-18 lb.) Billing Unit = Machine 	\$9,928.82		<u>\$10,248.53</u>
<ul style="list-style-type: none"> Laundromat (25-35 lb.) Billing Unit = Machine 	\$13,848.09		<u>\$14,294.00</u>
<ul style="list-style-type: none"> Laundromat (50 lb.) Billing Unit = Machine 	\$20,249.57		<u>\$20,901.61</u>
<ul style="list-style-type: none"> Restaurant Billing Unit = 100 sq. ft. 	\$3,864.09		<u>\$3,988.51</u>
<ul style="list-style-type: none"> Restaurant with Patio Seats (Seasonal) Billing Unit = 100 sq. ft. 	\$1,932.04		<u>\$1,994.25</u>
<ul style="list-style-type: none"> Restaurant Take-out (Food Prep Area) Billing Unit = 100 sq. ft. 	\$1,172.95		<u>\$1,210.72</u>
<ul style="list-style-type: none"> Bar/coffee/tea/tasting room without Dining Facility Capacity Units = 100 sq. ft. 	\$1,424.86		<u>\$1,470.74</u>
<ul style="list-style-type: none"> Bar/coffee/Tea/Tasting Room without Dining with patio seats (Seasonal) Capacity Units = 100 sq. ft. 	\$712.43		<u>\$735.37</u>
<ul style="list-style-type: none"> Department, Retail Stores Capacity Units = 100 sq. ft. 	\$228.30		<u>\$235.65</u>

WASTEWATER			
Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase
<ul style="list-style-type: none"> Market Capacity Units = 100 sq. ft. 	\$1,066.42		<u>\$1,100.76</u>
<ul style="list-style-type: none"> Repair Shops, Service Stations Capacity Units = 100 sq. ft. 	\$253.04		<u>\$261.19</u>
<ul style="list-style-type: none"> Hotel, Motel, RV Park, Bed and Breakfast Capacity Units = Room 	\$6,531.63		<u>\$6,741.95</u>
<ul style="list-style-type: none"> Theaters, Libraries, Churches, Assembly Capacity Units = Building Occupant Capacity 	\$130.45		<u>\$134.65</u>
<ul style="list-style-type: none"> School, College with Gym Showers Billing Units = 100 sq ft 	\$326.61		<u>\$337.13</u>
<ul style="list-style-type: none"> School, College with Café Billing Units = 100 sq ft 	\$261.29		<u>\$269.70</u>
<ul style="list-style-type: none"> School, College without Gym or Café Billing Units = 100 sq ft 	\$195.97		<u>\$202.28</u>
<ul style="list-style-type: none"> Public Restroom Billing Unit = per Toilet/Urinal (each) 	\$13,064.36		<u>\$13,485.03</u>
<ul style="list-style-type: none"> Swimming Pool Billing Unit = 1 cubic foot 	\$1.09		<u>Remove this category</u>