

Moab City Council Agenda Item
Meeting Date: September 9, 2019

Title: Public hearing to solicit public input on Proposed Ordinance 2019-24, An Ordinance Amending Title 3 of the Moab Municipal Code to Include Chapter 3.50 Master Fee Schedule and Modifying Certain Fees and Rates Charged by the City, and future consideration of Related Ordinance 2019-25, an Ordinance to Remove or Amend References to Fees in the Moab Municipal Code Upon the Adoption of a Master Fee Schedule, Chapter 3.50, and to Remove the Mutual Commitment Registry, Chapter 9.44.

Date Submitted: September 3, 2019

Presenter: Rachel Stenta, Finance Director

Attachment(s):

- 1) Proposed Ordinance 2019-24: Amending Title 3 of the Moab Municipal Code to Include Chapter 3.50 Master Fee Schedule and Modifying Certain Fees and Rates Charged by the City – *PUBLIC HEARING ON THIS DOCUMENT*
- 2) Summary of rate changes (attached to this agenda summary) – *FOR REVIEW*
- 3) Resolution #33-2018 outlining schedule of Waste Water Rate increases – *HISTORIC INFORMATION ONLY*
- 4) Proposed Ordinance 2019-25: An Ordinance to Remove or Amend References to Fees in the Moab Municipal Code Upon the Adoption of a Master Fee Schedule, Chapter 3.50, and to Remove the Mutual Commitment Registry, Chapter 9.44. – *FOR FUTURE CONSIDERATION AT SEPTEMBER 24 COUNCIL MEETING*

Suggested Motions for September 24 Council Meeting:

1. “I move to adopt Ordinance 2019-24, an Ordinance Amending Title 3 of the Moab Municipal Code to Include Chapter 3.50 Master Fee Schedule and Modifying Certain Fees and Rates Charged by the City.”
2. “I move to adopt Ordinance 2019-25, an Ordinance to Remove or Amend References to Fees in the Moab Municipal Code Upon the Adoption of a Master Fee Schedule, Chapter 3.50, and to Remove the Mutual Commitment Registry, Chapter 9.44.”

Background/Summary:

Charges for services, fees, penalties, and rates (all collectively known as “fees”) comprise a significant portion of the City’s budget. They are also frequently sources of contention for the public. While there is usually a reasonable justification for passing at least a portion of costs for services on to those who use them, fees may be perceived as arbitrary, punitive, and inconsistent, particularly when there is no formal record of their adoption or justification.

Currently, fees are found in several sections of the Moab Municipal Code, in numerous resolutions adopted by the City Council over many years, on individual forms, and other administrative documents. While fees have usually been established through a formal legislative process, there have been times when fees have necessarily come about through administrative decisions.

Locating and consolidating all fees in a new Chapter of the Moab City Code will help to ensure that fees are easy to find and understand, and consistently applied throughout the City and over time.

The fees presented here are a culmination of input and research by both current and previous City Staff, commissioned rate and fee studies (collectively) and the work of several professional consultants. The draft Master Fee Schedule has been reviewed by all departments and is presented here for solicitation of public input and future adoption and enactment.

Attachment B to the proposed ordinance titled “Master Fee Schedule (Annotated)” enumerates current fees, what changes are proposed (if any), and the source of those fees in code, by resolution, or other means.

Simultaneous to adopting Chapter 3.50, Council should consider adopting the follow up ordinance 2019-25 that removes all specific fee references in the Code to match the consolidation of fees.

Thank you and please let me know if you have any questions.

Culinary Water Rate Correction:

Our culinary water rate structure was revised in July 2017 and new rates were adopted. Subsequently, the need to amend the rate structure arose and a revised culinary rate structure was adopted on January 9, 2018. Unfortunately, the rate structure presented contained 1,000 gallon gaps between the rate tiers. Correcting these gaps will not change the user rates currently being charged but is a necessary correction for the integrity and consistency of our rate structure.

The City is currently commissioning a water rate study that will produce recommended culinary user rate revisions. Staff will be presenting the study and proposed rates in the next 3-6 months.

Proposed changes to some fee amounts

While the majority of fees are to remain unchanged, some are in need of an update or should change or be added per previous Council direction or staff suggestion. The proposed changes are listed below for ease of reference.

<u>Type</u>	<u>Current Amount</u>		<u>Proposed Amount</u>	
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BUSINESS LICENSES	Initial	Renewal	Initial	Renewal
Residential long-term rental (first unit/each additional unit)	---	---	\$26/\$10	\$26/\$10

RECORDS REQUESTS		
Photocopies for 8.5 x 11"	\$0.10	\$0.15
Photocopies for 8.5 x 11" double-sided	\$0.20	\$0.30
Photocopies for 11 x 14"	\$0.15	\$0.20
Photocopies for 11 x 14" double-sided	\$0.30	\$0.45
Photocopies for 11 x 17"	\$0.20	\$0.30
photocopies for 11 x 17" double-sided	\$0.40	\$0.60

SANITARY SEWER RATES		
Monthly Base Rate:		
Single Household (New customers are charged the base rate until a winter water usage rate is established (based on Nov/Dec/Jan water usage)).	\$19.00	\$21.30
Multi-Household and Overnight Accommodations, 1 st Unit	\$17.75	\$19.60
+ Charge per each additional unit	\$6.10	\$8.10
Restaurant/Fast Food & Other Non-Residential:		

1 inch or smaller water meter	\$19.10	\$21.30
1.5 inch water meter	\$21.75	\$24.40
2 inch water meter	\$29.30	\$32.95
3 inch water meter	\$84.75	\$95.90
4 inch water meter	\$105.25	\$119.25
5 inch water meter	\$153.20	\$173.65
6 inch water meter	\$207.95	\$235.80
8 inch water meter	\$283.55	\$321.65
Volume Rates per 1000 gal. in addition to base rate		
Residential	\$1.70	\$1.82
Multi-Household	\$2.22	\$2.22
Overnight Accommodations	\$2.22	\$2.22
Restaurant/Fast Food	\$2.66	\$3.20
Other Non-Residential	\$2.22	\$2.22
City wastewater pretreatment permit	--	\$25
Graywater permit	--	\$25
Wastewater and septage hauling and discharge into municipal treatment works	\$90/1,000 gal.	\$180/1,000 gal.

STORM WATER RATES		
Residential, per month for single-family and duplex homes on a single lot	\$4.00	4.50
Commercial per month per stormwater ERU	\$4.00	4.50
Every 3,000 ft ² of impervious surface are = 1 ERU		
Every 6,000 ft ² of semi-impervious surface area = 1 ERU		

CULINARY WATER CONNECTIONS		
Within the City (meter size/ERU capacity)		
5/8" x 3/4"/1.0	\$1,840	\$2,044
1"/3.7	\$2,305	\$2,450
1½"/11.0	\$2,485	\$2,539
2"/22.9	\$2,785	\$2,950
3"		\$4,944.00
4"/n-a	\$4,555	\$5,716.00
6"		\$7,817.00
Outside City Limit (meter size/ERU capacity)		
5/8" x 3/4"/1.0	\$1,925	\$2,129
1"/3.7	\$2,045	\$1,970
1½"/11.0	\$2,325	\$2,379
2"/22.9	\$2,965	\$2,957
3"		\$5,144
4"/n-a	\$4,915	\$6,076
6" (includes the meter)		\$8,217
6" (connection only, City approved meter purchased by requester)		\$1,796

Fire sprinkler system connection fee	Including but not limited to the cost of labor, materials, and equipment necessary to perform the connection	Actual cost to perform the connection
Fire hydrant connection fee	Actual cost of installation	
Fire Hydrant meter deposit	\$1,500	\$1,600

PLANNING, ENGINEERING, AND BUILDING SERVICES		
Administrative costs (research)	\$50/hr	
Amended plats (boundary adjustment)	\$100 plus \$25 per amended lot or unit	\$250 plus \$25 per amended lot or unit
Annexation	\$200 under 5 acres \$400 over 5 acres	\$600 (flat rate)
Appeal Authority submittal	\$250	\$450
Application withdrawal fee	50% of collected fee	50% of collected fee if prior to advertising
Cemetery application fee	---	\$100
Condominiums and condominium conversions	\$200 + \$25/unit	\$350 plus \$50 per unit
Flood plain development permits and elevation certificates	\$50	\$90
Fowl permit (residential zones)	---	\$25
General Plan amendment	---	\$350
Hillside development permits	\$200 + \$50/hr of staff review time that exceeds 10 hours	\$300 + \$50/hr of staff review time that exceeds 10 hours
Hillside development - improvements and restoration bond	Amount reasonably calculated to cover anticipated costs for improvements, as determined by City staff	Amount reasonably calculated to cover anticipated costs for improvements, as determined by City Planning Director
Inspections		
Inspections outside of normal business hours (paid directly to inspector onsite)	\$130 per inspection	Actual costs plus 10%
Re-inspection fees assessed under provisions of Section 305.8 due prior to the re-inspection	\$65 per inspection	Actual costs plus 10%
Landscaping - bond for new developments in summer and winter months	Amount determined by the City Manager	Amount reasonably calculated to cover anticipated costs for improvements, as determined by City Planning Director
Large-scale projects - dee structure for developers to underwrite City staff expenses	City Manager to oversee an evaluation of estimated city staff service charges	Amount reasonably calculated to cover anticipated costs for improvements, as determined by City Planning Director
Maps	D or E size (>2'): \$20	D or E size (>2'): \$25

	Digital Files: \$20	Digital Files: \$20
Parking, fee-in-lieu (Due prior to issuance of a building permit) 50% of the fee due prior to issuance of a building permit; remaining 50% due prior to the issuance of a certificate of occupancy permit	\$5,000 per parking space	\$8,500 per parking space
Planning applications - miscellaneous	---	\$100
Special exception	\$75	\$100
Zoning confirmation letter	---	\$100

CIVIL CODE VIOLATION PENALTIES		
Unlawful parking, idling, or camping	\$250 per infraction	\$750 per infraction per 24 hour period
Chickens – prohibited uses	--	\$100 per chicken

PUBLIC WORKS STAFF AND EQUIPMENT		
Public Works Superintendent		\$56.00/hr
Parks Worker	\$40.00 per hour during regular work hours (Mon-Fri 7:00 am to 3:30 pm) \$65.00 per hour for overtime hours, non-regular work hours or for emergency services	\$46.00/hr
Sewer Service Worker		47.00/hr r
Water Worker		49.00/hr
Street/Storm Water Worker		47.00/hr
Other Public Works staff (Includes the time for loading or unloading prior to and after an event.)	\$40.00 per hour during regular work hours (Mon-Fri 7:00 am to 3:30 pm) \$65.00 per hour for overtime hours, non-regular work hours or for emergency services	Actual cost
Overtime service fee		1½ times hourly rate

MISCELLANEOUS FEES		
Check given as payment to City that is returned for insufficient funds	\$12	\$25
Late Payment Penalty – assessed ten days after payment due date	Not currently in city code	Commercial Accounts – greater of 3% of billing or \$15.00; Residential Accounts - \$5.00

Finance charge on accounts receivable that are over 30 days old	18% APR	The greater of 5% or \$5.00 per month
Designation of Historic Structure	\$75 + public notice expenses, recording fees, and any other fees established by Resolution.	\$75 + public notice expenses and recording fees associated with the designation.

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