



AUDIT, FINANCE & ENTERPRISE COMMITTEE

April 14, 2016

The Audit, Finance & Enterprise Committee of the City of Mesa met in the lower level meeting room of the Council Chambers, 57 East 1st Street, on April 14, 2016, at 9:43 a.m.

COMMITTEE PRESENT

Christopher Glover, Chairman
Alex Finter
Kevin Thompson

COMMITTEE ABSENT

Christopher Brady, Ex Officio

STAFF PRESENT

Jim Smith
Alex Deshuk

1. Items from citizens present.

There were no items from citizens present.

2-a. Hear a presentation, discuss and provide a recommendation on the proposed fees and charges for various departments.

Office of Management and Budget Director Candace Cannistraro stated that she would provide a brief overview of the proposed fees and charges for various departments. She explained that the respective department directors were present in the audience and available to respond to any questions the Committee might have.

Ms. Cannistraro displayed a PowerPoint presentation (**See Attachment 1**) and reported that this year, limited changes are proposed to the FY 2016/17 Schedule of Fees and Charges. She offered a short synopsis of the changes submitted by the following departments:

1. Arts and Culture – Several language clarifications to the Fees & Charges Schedule. (**See Attachment 2**) No financial impact.
2. Business Services – Implement a new Technology Improvement Fee (\$2.00 per Specialty Business License). The funds would be allocated to OpenCounter, a self-service module that would walk customers through a series of questions to determine which licenses or permits they need to obtain from the City. The fee would be assessed to the person using this service.

3. Development Services – Initiate a new \$180 per dwelling unit Interior Rental Inspection Repair Verification Fee in order to cover the cost of inspecting the improvements made to unsafe residential structures. The fee would be based on the inspector's time and equipment usage. Currently, the department does not charge for the follow-up inspection, which is inconsistent with the inspection charges for all other types of building permits. Financial impact - \$20,700.

Remove various fees no longer needed as it relates to oversized drawings; sign insignia identification tag; and the demolition of pools.

Update Solid Waste Residential Development Fee for Multi-Family Dwellings. The revised language would exclude apartments of five or more units in accordance with recent changes in state law. Financial impact - \$62,000.

4. Municipal Court – Increase the Preparation of Transcript Fee from \$3.65 per page to \$4.15 per page. The fee, which is based on a contract with the vendor, is paid by the defendants. No financial impact.

Update the Mesa City Code in order to clarify the Court Sustainability Fee.

5. Transportation Department – Change the fee structure with respect to the Temporary Traffic Control (TTC) Fee from “time periods” to “number of days.” (For example, from 16 to 30 days for a set rate to 20 days at a daily charge.) Financial impact - \$184,100.

Add Traffic Control Plan Review Fee for third and subsequent reviews.

Add Traffic Barricading Coordinator.

It was moved by Committeemember Finter, seconded by Committeemember Thompson, that staff's recommendations be forwarded on to the full Council for discussion and consideration.

Chairman Glover declared the motion carried unanimously.

Chairman Glover thanked Ms. Cannistraro for the presentation.

3. Adjournment.

Without objection, the Audit, Finance & Enterprise Committee meeting adjourned at 9:49 a.m.

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Audit, Finance & Enterprise Committee meeting of the City of Mesa, Arizona, held on the 14th day of April, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

DEE ANN MICKELSEN, CITY CLERK

City of Mesa

FY 2016/17

Fees and Charges Recommendations

Audit, Finance and Enterprise Committee

April 14, 2016

Presented by the Office of Management and Budget



FY 2016/17 Fees & Charges

- Arts & Culture
- Business Services
- Development Services
- Municipal Court
- Police
- Transportation

Arts & Culture

- No Financial Impact
- Revise language to provide better clarification

Business Services

Revenue Collection Operations

- Financial Impact \$58,400
- Create new **Technology Improvement Fee**
 - \$2.00 per Specialty Business License

Development Services

Development Services

- Financial Impact \$20,700
- Breakout **Interior Rental Inspection Repair Verification Fee**
 - Clarify inspection fee for rental dwelling repairs are per dwelling unit

Development Services

Development Services (continued)

- Remove the following Fees no longer needed
 - **Oversized Drawing Fee**—transitioning to electronic plan submittal
 - **Sign Insignia ID Tag**—part of old inspection process
 - **Demolition of Pools**—same as Demolition Permit Fee

Development Services

Development Services

- Financial Impact (\$62,000)
- Update **Solid Waste Residential Development Fee for Multi-Family Dwellings**
 - Revise language to exclude apartments of 5 or more units as defined in Ordinance 5305

Municipal Court

- No Financial Impact
- Increase **Preparation of Transcript Fee**
 - From \$3.65 per page to \$4.15 per page
 - Based on contract with vendor
 - Fee paid by defendants

Police

- Financial Impact \$254,500
- **Add Off-Duty Program Administrative Fee**
 - \$3.00 per hour
 - Calendar Year 2015 — 84,833 Off-Duty hours worked

Transportation

- Financial Impact \$184,100
- **Temporary Traffic Control Fee**
 - Change fee structure from number of days to type of restriction
 - **Add Traffic Control Plan Review Fee**
(for 3rd and subsequent review)
 - Add Traffic Barricading Coordinator (1.0 FTE)
- Revise language to provide better clarification.



Fee Recommendation Schedule

**Department: Arts and Culture
 Proposed Changes to Fees and Charges**

Document of Change: Resolution

Description of Services:	FY 15/16 Fee/Charge	Unit	FY 16/17 Fee/Charge (Effective 7/1/16)	Date Last Revised	16/17 Fiscal Impact	Notes
MESA ARTS CENTER						
<u>Facility Use Fees</u>						
Nesbitt/Elliott Playhouse						Name correction
Merchandise	0% to 30%		UP TO 30%		N/A	Verbiage change,
Administrative Service Fee	\$25.00-\$275.00			07/01/09		Moved from below Moved from below
<u>Facility Use - Miscellaneous (PASS-THROUGH REIMBURSEMENT FROM CLIENTS)</u>						
Marketing Services to Renters	Going Rate		No change	07/01/07		
Miscellaneous Equipment/Services	Going Rate		No change	01/03/05		
Labor, Additional Staff	Going Rate		No change			
Credit Card Fees, REIMBURSEMENT	Going Rate		No change			Verbiage change, Moved from above
<u>Box Office</u>						
Handling Fee, per ticket	\$0-\$7.00		No change	07/01/07		Moved from above
Ticket Printing Fees, per ticket	\$0.10-\$2.00		No change	01/03/05		Moved from above Verbiage change, Moved from above
Facility Restoration Fee, PER TICKET	\$0-\$5.00		No change			
<u>Art Studio-Classes</u>						
Performing Arts Classes						
Adults	\$17.00-no maximum		No change	10/05		
Youth	\$16.00-no maximum		No change			
Workshops	\$2.00-no maximum		No change			
Visual Arts Classes						
Adult	\$17.00-no maximum		No change			
Youth	\$9.00-no maximum		No change			
Workshops	\$2.00-no maximum		No change			
Facility Restoration Fee, PER STUDENT RESTORATION	\$0-\$5.00		No change			Verbiage change, moved from above

Plus Transaction Privilege (Sales) Tax, where applicable.