

RESOLUTION NO. 66-23

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF BUCKEYE, ARIZONA, ADOPTING A NOTICE OF INTENT TO ESTABLISH OR INCREASE THE FEES AND CHARGES FOR SERVICES AND PROGRAMS PROVIDED BY THE COMMUNITY SERVICES DEPARTMENT AND MAKING AVAILABLE TO THE PUBLIC A WRITTEN REPORT IN SUPPORT OF THE PROPOSED NEW OR INCREASED FEES AND CHARGES FOR SERVICES AND PROGRAMS.

WHEREAS, pursuant to Ariz. Rev. Stat. § 9-499.15, the Mayor and City Council of the City of Buckeye, Arizona (“City”) may establish or increase fees within the City by providing written notice of the proposed changes at least sixty (60) days before the date of approval; a schedule of the proposed change that includes the amount of the new or increased fees; and, a written report or data supporting the new or increased fees; and,

WHEREAS, certain current fees and charges for services and programs provided by the Community Services Department are not recovering the direct costs incurred and should be increased; and,

WHEREAS, certain new facilities located at Sundance Park are unique and require the establishment of new fees for use; and,

WHEREAS, the City has prepared a schedule setting forth the amount of the proposed new and increased fees and charges for services and programs of the Community Services Department, which includes the amount and written data that supports the new and increased fees and charges; and,

WHEREAS, the Council may move to adopt the proposed new or increased fees or charges at its regular meeting to be held on September 19, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF BUCKEYE, ARIZONA, as follows:

Section 1. The recitals above are hereby incorporated as if fully set forth herein.

Section 2. That a Notice of Intent to establish or increase the fees and charges for services and programs provided by the Community Services Department, including the schedule of the amount of the proposed new and increased fees and charges and written data that supports the changes is hereby adopted in substantially the form attached to this Resolution as Exhibit “A.”

Section 3. That the proposed new or increased fees will be considered by the City Council during its regular meeting scheduled to be held on September 19, 2023, at 6:00 p.m. in the Council Chambers, 530 East Monroe Avenue, Buckeye, Arizona.

Section 4. That the written schedule and report will be available to the public beginning on July 19, 2023, in the office of the City Clerk, 530 East Monroe Avenue, Buckeye,

Arizona, and on the home page of the City’s website, and will be distributed through the City’s social media accounts or other electronic communication tools.

Section 5. That a Notice of Intent in substantially the form attached to this Resolution as Exhibit “A” will be posted on the home page of the City’s website and distributed through the City’s social media or other electronic communication tools no later than July 19, 2023.

Section 6. That the Mayor, the City Manager, the City Clerk, and the City Attorney are hereby authorized and directed to execute all documents and take all steps necessary to carry out the purpose and intent of this Resolution.

PASSED AND ADOPTED by the Mayor and Council of the City of Buckeye, Arizona, this 18th day of July, 2023.

Eric W. Orsborn, Mayor

ATTEST:

Lucinda J. Aja, City Clerk

**The signed Resolution is on file in the
Office of the City Clerk**

APPROVED AS TO FORM:

K. Scott McCoy, City Attorney

EXHIBIT A TO RESOLUTION NO. 66-23 NOTICE OF INTENT TO ESTABLISH OR INCREASE FEES OR CHARGES FOR SERVICES AND PROGRAMS OF THE COMMUNITY SERVICES DEPARTMENT.

This Notice of Intent is provided by the City of Buckeye pursuant to Ariz. Rev. Stat. § 9-499.15. This schedule of the proposed new or increased fees includes the amount of the proposed new or increased fees and the written data to support the proposed changes. This Notice of Intent and the schedule of the proposed new or increased fees are also available on the City of Buckeye's website.

Fee updates are needed to address new facilities, current operations, and to streamline the fees so they are easier for staff, Council and the public to understand and/or implement. Both the Library Advisory Board (February 27, 2023) and Community Services Advisory Board (May 17, 2023) unanimously passed a motion to recommend approval of the fee changes to Buckeye City Council. Below is data in support of the proposed fee changes.

Elimination of Library Late Fees

Community Services staff is proposing the elimination of library late fees, which has become a national movement. Eliminating library late fees encourages patrons to return materials without worrying about late fee that may be assessed and is supported by the American Library Association. Other libraries, such as Maricopa County Library District, Phoenix, Tempe, Scottsdale, Chandler, Apache Junction, Prescott Valley, Mesa, and Pima County have all previously eliminated library late fees. In FY22, the City collected only \$4,224 in library late fees so the elimination of this fee will not be a large loss to general fund revenues.

Program / Type of Fee	Current Fee	Proposed Change
Library Late Fee	\$0.05 per day	Eliminate
Interlibrary Loan Late Fee	\$0.50 per day	Eliminate

Increase Range of Misc. Fees

Under Community Services current fee schedule, the range for miscellaneous fees is \$0.25 up to \$50. This miscellaneous fee category includes tickets, admissions, parking, concessions, deposits for rentals, and rentals during non-business hours and holiday rentals.

This range is no longer adequate for current services in the department, including the following:

- Air Fair VIP Experience: \$60/day

- Full Marathon Fees: Early Bird: \$80, Normal Registration: \$105
- Deposits for Room Rentals: \$250
- Holiday Hour Room Rental: \$100/hr
- Non-Business Hour Room Rental: \$50/hr

Community Services is proposing to increase the range from \$50 to \$250 to allow flexibility in pricing as direct costs to offer services continue to increase and to allow different options for VIP related events and deposits for room rentals.

Program / Type of Fee	Current Fee	Proposed Change
Misc. Fees <i>(Tickets, Admissions, Concessions, Parking, Deposits, etc.)</i>	\$0.25 to \$50	\$0.25 to \$250

Elimination of Advertising Fees

The Community Services Department no longer allows companies to pay advertising fees to place ads in the Eye on Buckeye. Instead, this has shifted to sponsorship ads. Companies that pay a sponsorship for one of the city's events, depending on the sponsorship level, receive ad space in the Eye on Buckeye, whether a quarter page, half page, or full page. The Department is also requesting to eliminate the advertising banner fee in parks. Similarly, banners are included as part of a sponsorship packet. Eliminating these fees will reflect current operations. There is no loss in general fund revenue since the Department stopped allowing advertising without a sponsorship several years back.

Program / Type of Fee	Current Fee	Proposed Change
Qtrly Magazine <i>Cover Full Page</i>	\$600-\$900 per issue	Eliminate
	\$400-\$600 per issue	Eliminate
Qtrly Magazine <i>½ page</i>	\$200-\$400 per issue	Eliminate
Qtrly Magazine <i>¼ page</i>	\$75-\$200 per issue	Eliminate
Advertising Banners	\$50-\$500 per banner	Eliminate
Advertising Banners at Parks	\$50-\$500 per banner per season	Eliminate
Advertising Discounts	\$20-\$500	Eliminate

Elimination of Mobile Stage Rental

The mobile stage owned by the City has never been rented to outside organizations. Community Services does not have the staff capacity to allow others to rent the stage for their events, since the delivery, set up and take down takes significant resources we do not have. Eliminating this fee will reflect current operations. Similar to the advertising fees, there will not be an impact to the general fund since the stage has not been rented historically.

Program / Type of Fee	Current Fee	Proposed Change
Mobile Stage Basic Set-up/Take Down (24' x 12' 10")	\$300	Eliminate
Mobile Stage Basic Set-up/Take Down (Holidays)	\$400	Eliminate
Mobile Stage Daily Rental Fee for City-Sponsored Partners and Events	None	Eliminate

Mobile Stage Basic Set-up/Take Down (Buckeye Non-Profit)	50% off for Buckeye Non-Profit	Eliminate
Mobile Stage Extended Set-up/Take Down (24' x 20')	Basic Set up Fee + \$200	Eliminate
Mobile Stage Full Capacity Set-up/Take Down (40' x 32')	Basic Set up Fee + \$500	Eliminate
Mobile Stage Travel Fee (Events outside of Buckeye City Limits)	\$100 per hr	Eliminate
Mobile Stage Security Deposit	\$25 - \$500	Eliminate
Mobile Stage Basic Set-up/Take Down (24' x 12' 10")	\$300	Eliminate

Streamlining Room Rental Fees

In previous fee schedules, Community Services listed every space available for rent. With the addition of Sundance Crossings Recreation Center, the department would like to streamline the room rental fee based on room size capacity. This will make it easier to incorporate fees for new facilities as the city grows instead of having to add the specific room when a new facility opens. The proposed new fee schedule will be streamlined with small, medium, and large room rental.

- Small Room Rental (20 people and under) – Coyote Library Innovation Room
- Medium Room Rental (21-70 people) – Sundance Recreation Center individual rooms
- Large Room Rental (71 and above) – Senior Center Multi-Purpose Room, Sundance Recreation Center all three activity spaces, Coyote Library Programming Room

Program / Type of Fee	Current Fee	Proposed Change
Senior & Dr. Saide Recreation Center Rental	R-\$100/hr NR-\$125/hr	Streamline
Senior & Dr. Saide Recreation Center Rental (Non-Profit)	R-\$20/hr NR-\$30/hr	Streamline
Dr. Saide Recreation Center Rental (Multi Purpose Room Only)	R-\$75/hr NR-\$100/hr	Streamline
Dr. Saide Recreation Center Rental (Other Room Rental)	R-\$50/hr NR-\$75/hr	Streamline
Library Rental Multi Purpose Room Only	R-\$75/hr NR-\$100/hr	Streamline
Library Rental Multi Purpose Room Only (Non-Profit)	R-\$20/hr NR-\$30/hr	Streamline
Library Rental Innovation Center or Community Room	R-\$25/hr NR-\$50/hr	Streamline
Library Rental Innovation Center or Community Room (Non-Profit)	R-\$10/hr NR-\$20/hr	Streamline
Small Room Rental (20 people and under)		R-\$25/hr NR-\$50/hr Non-Profit-50% discount
Medium Room Rental (21-70 people capacity)		R-\$50/hr NR-\$75/hr Non-Profit-50% discount

Large Room Rental (71 people & above)		R-\$100/hr NR-\$125/hr Non-Profit-50% discount
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Ramada Rentals

Sundance Park Phase II will be opening in September 2023. The amenities in the park include a lake pavilion and grand pavilion. These two ramadas have the ability to accommodate larger party sizes (lake pavilion 25-75 people & grand pavilion up 300 people) than the small ramadas that can be found in other city parks (typically 25 people or less). Community Services is proposing to add new fees to address these larger ramadas in anticipation of this phase of the park opening. The rental fee for small ramadas will remain unchanged.

Program / Type of Fee	Current Fee	Proposed Change
Small Ramada Rental (4-hour block)	R-\$10 NR-\$20	No change
Medium Size Ramada (4-hour block)		R-\$50 NR-\$100
Large Size Ramada (4-hour block)		R-\$150 NR-\$250

Cemetery Fees

Fee modifications are needed for some of the cemetery fees that were last approved by Council in 2019 via Resolution 42-19. These include the adopt-a-bench fee and providing a range for disinterments as currently there is only a fee to disinter a casket.

The City allows families to purchase a marble bench with their loved ones name that is placed around the perimeter of the cemetery grounds. The current fee to purchase a bench is \$850. The City is losing money on this as the vendor currently charges \$1,262 + \$348 for install for a total cost to the City of \$1,610. CSD is proposing to change this fee from \$850 to the direct cost + 10%. This will enable staff to adjust the fee in relation to any price increases or decreases from vendors.

In the current fee schedule, there is a disinterment fee of \$1,000. This fee was intended to cover the cost for the disinterment of caskets. Recently, staff has received requests to disinter cremains whether in-ground or placed in the niche. A fee modification of \$250 up to \$1,000 is proposed. This would enable staff to assess a fee of \$250 should a family wish to disinter the cremains of a loved one.

Program / Type of Fee	Current Fee	Proposed Change
Disinterment Fee	\$1,000	\$250-\$1,000
Adopt-A-Bench Program	\$850	Direct Cost + 10%