



City Council Report

Date: March 6, 2017
To: Audit, Finance & Enterprise Committee
Through: Kari Kent, Assistant City Manager
From: Beth Huning, City Engineer
Michele Davila, Sr. Fiscal Analyst
Subject: 2017/2018 Engineering Proposed Schedule of Fees and Charges
Citywide

Purpose and Recommendation

The Engineering Department is recommending amending the Department's Schedule of Fees and Charges. The proposed changes are outlined in the attached proposed changes to Fees and Charges.

Background

The attached proposed changes to Fees and Charges identifies the changes by category and the anticipated fiscal impacts for each change.

Discussion

The Engineering Department recommends adding supplemental language to the Engineering Services section of the Schedule of Fees and Charges. The additional language is intended to notify the public that additional technology fees shall be assessed in addition to each permit fee. This language is also published on the Development Services Schedule of Fees and Charges.

In addition, the Engineering Department recommends removing the Wireless Communication Facilities (WCF) Fee from the Schedule of Fees and Charges. WCF fees will be negotiated on a per site license agreement basis. The WCF license format was modified to include a master agreement with a site license supplemental. The WCF fee will be incorporated in the site license.

Alternatives

Technology Fee Language:

The addition of the technology fee language is intended to provide clarification and guidance to the public when applying for a permit and paying for permit and plan review fees. The alternative would be to leave the language as is and make no changes. There is no fiscal impact to add the new language. The technology fee is currently being collected by Development Services, which will not change by adding

the new language.

Wireless Communication Fee (WCF):

There is no fiscal impact by removing the fee from the Schedule of Fees and Charges. The WCF will to be collected through individual license agreements. The alternative is to continue using the fee listed in the fee schedule, rather than negotiating the fee as part of the master agreement.

Fiscal Impact

No anticipated fiscal impact.

Coordinated With

City Attorney's Office and Office of Budget and Management.

SCHEDULE OF FEES AND CHARGES

Department: Engineering

Date Last Reviewed: **December 2014**
Contact: Michele Davila, (480) 644-5463

Beth Huning, City Engineer

Description of Services:	FY 16/17 Fee/Charge	FY 17/18 Fee Charge (effective 7/1/16)	17/18 Fiscal Impact	Date Last Revised	Notes
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Refer to the Mesa City Code, Chapter 4-1-8 for additional information. The information and fees listed in this Schedule shall apply to, and shall govern, permit applications received on or after January 21, 2006.

ENGINEERING SERVICES

07/01/12

~~Refer to the Development Services portion of the Schedule of Fees and Charges for Engineering Inspection Fees. In addition to the fees charged per sheet for inspection services, the following fees shall also apply where applicable.~~

EACH AND EVERY PERMIT FEE AND SERVICE FEE OF ALL TYPES SHALL BE ASSESSED AN ADDITIONAL TECHNOLOGY IMPROVEMENT FEE EQUAL TO FOUR PERCENT (4%) OF THE PERMIT AND/OR SERVICE FEE TOTAL TO FUND TECHNOLOGY IMPROVEMENTS. SUCH ADDITIONAL TECHNOLOGY IMPROVEMENT FEE SHALL BE LIMITED TO A MAXIMUM OF EIGHT HUNDRED (\$800.00) ON EACH PERMIT OR SERVICE FEE TRANSACTION. SUCH ADDITIONAL TECHNOLOGY IMPROVEMENT FEE SHALL ONLY BE USED TO ACQUIRE AND IMPLEMENT IMPROVEMENTS TO THE LAND

Adding supplemental language to fee schedule

WIRELESS COMMUNICATION FACILITIES FEE (WCF) IN THE ROW (EXCLUDES CELLULAR FACILITIES) WILL BE NEGOTIATED ON A PER SITE LICENSE AGREEMENT BASIS.

Category 1	\$3,469.00 annual fee to 50 Cubic Feet (CF)	Remove fee schedule. Will now be negotiated.
Category 2	\$3,469.00 annual fee: 1 CF to 50 CF \$9,928.00 annual fee: 51 CF to 200 CF \$13,141.00 annual fee: 201 CF to 300 CF \$16,337.00 annual fee: 301 CF to 400 CF \$19,588.00 annual fee: 401 CF and more	Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated.
Category 3	\$3,671.00 annual fee: 1 CF to 50 CF \$10,130.00 annual fee: 51 CF to 200 CF \$13,343.00 annual fee: 201 CF to 300 CF \$16,539.00 annual fee: 301 CF to 400 CF \$19,790.00 annual fee: 401 CF and more	Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated.
Category 4	\$4,954.00 annual fee: 1 CF to 50 CF \$11,413.00 annual fee: 51 CF to 200 CF \$14,626.00 annual fee: 201 CF to 300 CF \$17,822.00 annual fee: 301 CF to 400 CF \$21,073.00 annual fee: 401 CF and more	Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated. Remove fee schedule. Will now be negotiated.

~~**Category 1** – A single wireless antenna device mounted on an **existing** vertical element (eg pole) or associated ground equipment with a wireless antenna device mounted on a third-party vertical element. Ground equipment larger than 50 cubic feet shall be based on category 2 equipment fee rates. Each WCF site will be assessed fees as set forth below:~~

	Antenna Base Fee	
A. Per Antenna Location	\$3,469	Remove fee schedule. Will now be negotiated.
B. Ground Equipment (up to 50 CF)	N/A	Remove fee schedule. Will now be negotiated.

~~**Category 2** – WCF with antenna(s) on an **existing** vertical element (eg pole; co-located) and any associated ground equipment. Each WCF site shall have an antenna base fee, plus a ground equipment fee (if applicable) for cubic feet of ground equipment in the ROW, as set forth below:~~

	Antenna Base Fee	
A. Total is 1 CF up to 50 CF	\$3,469	Remove fee schedule. Will now be negotiated.
B. Total is 51 CF up to 200 CF	\$3,469	Remove fee schedule. Will now be negotiated.
C. Total is 201 CF up to 300 CF	\$3,469	Remove fee schedule. Will now be negotiated.
D. Total is 301 CF up to 400 CF	\$3,469	Remove fee schedule. Will now be negotiated.
E. Total is 401 CF or more	\$3,469	Remove fee schedule. Will now be negotiated.

~~**Category 3** – WCF with antenna(s) mounted on a new vertical element that is **stealth** or utilizes alternate concealment when existing vertical elements are not available, and any associated ground equipment. Each WCF site will have an antenna base fee, plus a ground equipment fee (if applicable) for cubic feet of ground equipment in the ROW, as set forth below:~~

	Antenna Base Fee	
A. Total is 1 CF up to 50 CF	\$3,671	Remove fee schedule. Will now be negotiated.
B. Total is 51 CF up to 200 CF	\$3,671	Remove fee schedule. Will now be negotiated.
C. Total is 201 CF up to 300 CF	\$3,671	Remove fee schedule. Will now be negotiated.
D. Total is 301 CF up to 400 CF	\$3,671	Remove fee schedule. Will now be negotiated.
E. Total is 401 CF or more	\$3,671	Remove fee schedule. Will now be negotiated.

Plus Transaction Privilege (Sales) Tax, where applicable.

SCHEDULE OF FEES AND CHARGES

Department: Engineering

Date Last Reviewed: December 2014
Contact: Michele Davila, (480) 644-5463

Beth Huning, City Engineer

Description of Services:	FY 16/17 Fee/Charge	FY 17/18 Fee Charge (effective 7/1/16)	17/18 Fiscal Impact	Date Last Revised	Notes
Category 4 – WCF with antenna(s) on a new, (non-existing at the time of attachment) vertical element that is neither stealth nor concealed in appearance, and any associated ground equipment. Each WCF site will have an antenna base fee, plus a ground equipment (if applicable) for cubic feet of ground equipment in the ROW, as set forth below:					
	Antenna Base Fee				
A. Total is 1 CF up to 50 CF		\$4,954			Remove fee schedule. Will now be negotiated.
B. Total is 51 CF up to 200 CF		\$4,954			Remove fee schedule. Will now be negotiated.
C. Total is 201 CF up to 300 CF		\$4,954			Remove fee schedule. Will now be negotiated.
D. Total is 301 CF up to 400 CF		\$4,954			Remove fee schedule. Will now be negotiated.
E. Total is 401 CF or more		\$4,954			Remove fee schedule. Will now be negotiated.

Note: This schedule is not all inclusive and other fees may apply; these fees are subject to an annual adjustment.

Instructions:

The annual encroachment fees for wireless communications facilities in the rights-of-way categories above shall be administered according to the following rules:

- 1) The fee structure shall apply to the installation of any antennas, antenna structure, ground equipment, electronics, cabinets, power supply, power supply installed for the purpose of the wireless communication facilities and other appurtenances required or associated with the operation of a WCF in the city's rights-of-way (ROW), city easements (CE), and public utility easements (PUE).
- 2) All WCF in the ROW, CE and PUE must have a wireless communication license (WCL) submitted to the city for each WCF site installed and operated in the ROW, CE, and PUE.
- 3) WCF sites in ROW, CE and PUE that are modified, upgraded, extended or enhanced shall be subject to the most current fee schedule.
- 4) Antenna Structure and Base Fee – In cases where the existing vertical element is replaced for structural purposes with a pole designated to support the antennas and cabling, the WCF will be categorized as being installed on an existing vertical element. There may be a linear foot fee for fiber that runs outside the footprint.
- 5) Ground Equipment Fee – The ground equipment measurement is calculated by the size of a four-sided "box" (parallel sides of equal length) with a top panel that is parallel to the ground so that the box will cover the ground equipment from the top of the equipment to the ground (non-improved dirt surface), and from side-to-side, including any foundation or pad for the equipment. For situations where there is more than one ground equipment fixture or cabinet (adjacent to each other or within the same use area), the equipment fixtures, cabinets and generators are deemed to be part of the same contiguous ground equipment space and will be measured together within the same box. Any remote radio heads or remote radio units mounted to a cabinet post, or wall in the same area with the ground equipment shall be included in the measurement for the ground equipment.
- 6) WCF sites that have antennas installed on a vertical element in ROW, CE and PUE, but the ground equipment installed on private property, will be assessed the applicable antenna fee.
- 7) WCF sites with antennas on a vertical element located on private property, but the ground equipment in the ROW, CE, and PUE will be assessed the applicable ground equipment fee.
- 8) WCF installation shall be reasonably coordinated and co-located with the city and other wireless providers to accommodate co-location opportunities for common installation and placement. The applicant shall demonstrate that the engineering of the WCF and the placement of ground-mounted equipment will accommodate other wireless providers.
- 9) The annual WCF in the ROW permit fee does not include fees and charges for any other city fees, taxes, permits, plan review fees, inspection fees, or any other services or approvals that may be required by the city.
- 10) WCF applications shall obtain an encroachment permit for installation and an annual maintenance/emergency permit to work in ROW after initial construction.

WCF Guidelines for Construction of Facilities/Equipment:

WCF located on existing or replaced street light poles, parking lot light poles, and street sign poles, are subject to the following criteria:

1. Each WCF shall be identified by a permanently installed plaque or marker, no larger than four (4) inches by six (6) inches; clearly, wireless communications service provider's name, address, e-mail contact, and emergency phone number.
2. The replacement pole and WCF shall not increase the diameter of the existing pole by more than sixty (60) percent, not to exceed eighteen (18) inches total, or increase the height of the existing pole by more than six (6) feet;
3. Antennas shall be limited to snug-mount, canister-mount, and concealed antenna;
4. All cables shall be located inside the pole or within an encasement to hide all cables colored to match the pole and oriented to a side with the least visual impact and be rated for 600 volts;
5. Street light construction and pole replacement shall match build type of existing street light poles per Mesa standard details and specifications M-70 through M-78.02;
6. Equipment cabinet:
 - a. Shall be screened, pad mounted, inconspicuously placed away from signage and window views; low profile cabinets, placed adjacent to property line or clustered by existing facilities, or within a vault; placed two feet from proposed or existing sidewalk

Plus Transaction Privilege (Sales) Tax, where applicable.

SCHEDULE OF FEES AND CHARGES

Department: **Engineering**

Date Last Reviewed: **December 2014**
Contact: Michele Davila, (480) 644-5463

Beth Huning, City Engineer

Description of Services:	FY 16/17	FY 17/18	17/18	Date Last	Notes
	Fee/Charge	Fee Charge	Fiscal		
		(effective 7/1/16)	Impact	Revised	

~~b. Equipment cabinet locations shall comply with the height and development standards of the underlying zoning district; setback shall meet the yard development standards and setback requirements of the underlying zoning district, except as otherwise permitted herein;~~
~~c. Equipment is required to be screened by a screen wall, painted, and/or landscaped. Screening shall blend with or enhance the surrounding context in terms of scale form, texture, materials and color. WCF shall be concealed as much as possible by blending into the natural and/or physical environment. All screening shall be at the discretion of the city.~~