



PLEASE SILENCE ALL ELECTRONIC COMMUNICATION DEVICES. THANK YOU.

NOTICE OF POSSIBLE QUORUM OF THE CITY OF BUCKEYE PLANNING AND ZONING COMMISSION OR OTHER COUNCIL APPOINTED BOARD: PLEASE NOTE THAT THERE MAY BE A QUORUM PRESENT BUT THERE WILL BE NO VOTING TAKING PLACE BY THE CITY PLANNING AND ZONING COMMISSION OR OTHER COUNCIL APPOINTED BOARD AT THIS MEETING.

**CITY OF BUCKEYE
COUNCIL WORKSHOP
AUGUST 17, 2021
AGENDA**

**City Council Chambers
530 East Monroe Avenue
Buckeye, AZ 85326
4:00 PM**

Accessibility for all persons with disabilities will be provided upon request. Please telephone your accommodation request (623) 349-6911, 72 hours in advance if you need a sign language interpreter or alternate materials for a visual or hearing impairment.

Voting Members will either attend in person or by telephone conference call or video presentation. Items listed may be considered in any order

1. Call to Order/Roll Call

2. Workshop Items

2.A Presentation regarding a Cost Recovery Study being prepared by the Community Services Department through its consultant 110 Percent.

Summary: Buckeye City Council will receive a presentation on a Cost Recovery Study being prepared by the Community Services Department through its consultant 110 Percent. The Study will help the City develop sound cost recovery and financial management philosophies and principles.

Staff Liaison: Miranda Gomez, Community Services Director; mgomez@buckeyeaz.gov, (623) 349-6353

2.B Water Resources to present an update on the AMI Customer Portal roll out and utilization to council.

Summary: The AMI- Advanced Customer Portal release to all residential, commercial, and landscape account holders is a long-standing city council and city management initiative. The AMI Advanced Customer Portal was made possible by installing advanced metering infrastructure (AMI) across all service areas and the continued improvements to the metering system by updating older generation meters to increase data accuracy. The Water Resources Department will give an update on AMI roll out and usage to date.

Staff Liaison: Alisha Solano, Water Resources Director, asolano@buckeyeaz.gov, (623) 349-

6101

3. Adjournment.

**CITY OF BUCKEYE
Council Workshop Agenda
COUNCIL ACTION REPORT**

MEETING DATE: 08/17/21	AGENDA ITEM: 2.A. Community Services Department Cost Recovery Study for programs and services
DATE PREPARED: 08/12/21	DISTRICT NO.: All
STAFF LIAISON: Miranda Gomez, Community Services Director; mgomez@buckeyeaz.gov, (623) 349-6353	
DEPARTMENT: Community Services	AGENDA ITEM TYPE: Staff Reports / Discussion and Possible Direction from Council

TIME NEEDED: 45 Minutes

ACTION/MOTION: (This language identifies the formal motion to be made by the Council)
Presentation regarding a Cost Recovery Study being prepared by the Community Services Department through its consultant 110 Percent.

RELEVANT GOALS:

GOAL 1: Fiscal Wellness and Financial Flexibility and Accountability

ADDITIONAL RELEVANT GOALS:

GOAL 5: Responsive and Accountable Government and Effective Public Services

SUMMARY

PROJECT DESCRIPTION:

The Community Services Department fee schedule for programs and services was last revised and approved by Buckeye City Council in 2016. The 2016 update, much like previous updates, narrowly focused on adopting fees for new services such as camping at Skyline Regional Park and did not address increases to costs for services, analysis of approved fees, or expected cost recovery.

In the coming fiscal year, the Department plans to expand its service portfolio with the addition of Sundance Park Phase II, Sundance Crossings Recreation Center, additional before & after school program sites and expanded youth sports programs at off-site locations, prompting a review of department fees.

To date, Community Services Department has not completed a comprehensive study to evaluate and set user fees for programs and services or formally establish cost recovery policies. Taking the time to adopt sound cost recovery and financial management principles will be key to the long-term success and sustainability of the Community Services Department's programs and services.

To facilitate this process, the Department has commissioned a company that is an expert in the field, 110 Percent, to complete a Cost Recovery Study for programs and services offered. This comprehensive study will evaluate the direct and indirect costs associated with programs and services as well as park and facility operations. The Study will help the City develop a cost recovery philosophy that Council, community board members, and staff will have the opportunity to provide input. At this workshop, the consultant and staff will review service categories that bundle programs, services, and facilities into like-categories to help establish the desired level of cost recovery. Staff and the Community Services and Library Advisory Boards have reviewed the service categories and have ranked the categories based on the beneficiaries of programs and services. For example, some services may have more of an individualized benefit while others benefit the Buckeye community as a whole. The consultant will seek Council's feedback into the beneficiaries of services.

Ultimately, the Study will serve as a comprehensive guide on cost recovery goals that are supported by Council, board members, City management and staff. Once complete, the expectation is that there will be services and programs that have very low or even 0% cost recovery goals, because they are essential services. More specialized and individualized programs may result in a 150% cost recovery goal and may serve as a profit center for the city. This process will facilitate the discussion of categorizing the department's services in an open and transparent way.

BENEFITS:

The Cost Recovery Study will provide staff and Council direction on cost recovery goals, which will ultimately give guidance on fee setting for programs and services.

FUTURE ACTION:

The Cost Recovery Study should be complete by the end of the calendar year. Staff will hold additional workshops with Council to receive input into the study. Once complete, the Study will be used to evaluate the Department's portfolio of services and fees in relation to cost recovery goals.

FINANCIAL IMPACT STATEMENT:

N/A

CURRENT FISCAL YEAR TOTAL COST:

N/A

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

**CITY OF BUCKEYE
Council Workshop Agenda
COUNCIL ACTION REPORT**

MEETING DATE: 08/17/21	AGENDA ITEM: 2.B. Water Resources Advanced Metering Infrastructure (AMI) Customer Portal Update.
DATE PREPARED: 08/12/21	DISTRICT NO.: All Districts
STAFF LIAISON: Alisha Solano, Water Resources Director, asolano@buckeyeaz.gov, (623) 349-6101	
DEPARTMENT: Water Resources	AGENDA ITEM TYPE: Awards / Presentations / Proclamations

TIME NEEDED: 30 Minutes

ACTION/MOTION: (This language identifies the formal motion to be made by the Council)
Water Resources to present an update on the AMI Customer Portal roll out and utilization to council.

RELEVANT GOALS:

GOAL 5: Responsive and Accountable Government and Effective Public Services

SUMMARY

PROJECT DESCRIPTION:

Water Resources began rolling out the advanced customer portal in the summer of 2020 using a phased approach. Water Resources completed citywide roll out of AMI in April 2021. The online tool allows customers to access their daily water usage readings and set up personalized alerts to notify them via email if unusually large usage or a leak is detected.

BENEFITS:

The AMI-Advanced Customer Portal allows customers to monitor their daily water usage and address overages or leaks, avoiding a higher than normal monthly billing statement. HOA's can provide portal access to their landscape companies to assist with identifying leaks that might otherwise go undetected in large landscape areas with multiple landscape meters. In addition, commercial account holders that deal with multiple rental units fed by one large commercial meter can monitor daily usage and troubleshoot issues without having to be on-site. Overall the tool will also help the city conserve our valuable resources by alerting customers of leaks and decreasing water waste.

FUTURE ACTION:

No future action requested.

FINANCIAL IMPACT STATEMENT:

Change out of older AMCO, Sensus and Neptune meters will be required for accounts requesting AMI service at a cost of \$250/meter change out. The department anticipates approximately 240 accounts will be changed out in FY 21-22 for an estimated meter change out cost of \$60K.

CURRENT FISCAL YEAR TOTAL COST:

Estimated fiscal year impact is \$60,000.00

BUDGETED:

Yes

FISCAL YEAR:

FY 21-22

FUND/DEPARTMENT:

4000/210/40003351/520575

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS: