# AGENDA
## Town Council
### Monday, September 22, 2025
### 6:00 pm Work Session and 7:00 p.m. Regular Meeting

Sunnyvale Town Hall
Council Chambers
127 N Collins Rd.
Sunnyvale, TX. 75182

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**A. Work Session - 6 p.m.**

1. Interview candidates who applied to serve on the Town's Library Board.
2. Discussion related to the fee schedule and proposed changes.

**B. Regular Meeting - 7 p.m.**

**C. Invocation**

**D. Pledge of Allegiance**

**E. Call Meeting to Order**

**F. Announcements and Acknowledgements**

Pursuant to Texas Government Code Section 551.0415 the Mayor, Council and Staff may report on the following items: (1) expression of thanks, congratulations or condolences; (2) information about holiday schedules; (3) recognition of individuals; (4) reminders about upcoming Town Council events; (5) information about community events; (6) announcements involving imminent threat to public health and safety.

**G. Public Comment**

The Town Council invites citizens to address the Town Council on any matter, except items on the agenda and public hearings that are included on the agenda. Comments related to items on the agenda and public hearings will be heard when the specific item/hearing starts. Citizen comments are limited to three (3) minutes, unless otherwise required by law. To address the Council, please fill out a Public Comment Card and submit it to a staff member prior to the Public Comment section on the agenda. The Council is not permitted to take any action or discuss any item not listed on the agenda. Council may choose to place the item on a future agenda.

**H. Introductions**

1. Introduction of New Employees:
    - Jo Vellone – Court Clerk
    - Anthony Ficara – Police Officer

## I. Proclamations

1. Mayor George to issue a proclamation declaring the week of September 17-23, 2025, as Constitution Week in the Town of Sunnyvale.
   2025 Constitution Week.docx

## J. Consent Agenda Items

1. Consider and act upon the minutes from the following Town Council meetings:
    - August 25, 2025
    - September 8, 2025
    - September 15, 2025

2. Consider and act upon removing Kerry Payne from the Animal Shelter Advisory Committee and appointing Tammy Drake (daily operations of the animal shelter) to the Animal Shelter Advisory Committee.

## K. Discussion and Action Items

1. Discuss, consider and act upon the second reading of Ordinance 2025-16 amending Appendix A, “Fee Schedule,” Article A5.000, “Utility Related Fees,” Section A5.003, “Solid Waste Collection Rate,” in the code of ordinances to adopt new garbage collection rates, providing for incorporation of premises; providing for amendments; repealing any ordinance in conflict with the ordinance; providing for severability; and providing an effective date.
   Ordinance 2025-16 Garbage Rates.docx
   Sunnyvale Republic PI Letter 10.01.25.pdf
   Sunnyvale 2025 Garbage Rate Sheet.pdf
   Sunnyvale Proposed Rates FY 2026.pdf

2. Discuss, consider and act upon approving the first reading of Ordinance 2025-15 of the Town of Sunnyvale, Texas, amending Appendix A, “Fee Schedule” of the Sunnyvale Code of Ordinances; providing for the incorporation of premises; providing for amendment; providing cumulative repealer/savings clause; providing a severability clause; and providing an effective date.
   ORD_2025-15 amending master fee schedule.docx
   Master Fee Schedule_Updated 08_20_2025.xlsx
   2024 Sunnyvale Council User Fee Presentation.pdf

3. Discuss, consider and act upon appointing one member to the Library Board to fill a vacancy.

## L. Mayor and Council Request

A Council Member with a second by two additional Council Members or the Mayor alone,

may ask that an item be placed on a future agenda or the Town Council. No substantive discussion of that item will take place at this time.

## M. Executive Session

1. Section 551.071 - Consultation with Attorney

   To seek the advice of the Town's attorney about pending or contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this Chapter.

   - Discussion of pending complaint
   - Briefing regarding Board of Adjustment decision on fence permit appeal at 417 Sundance Trail
   - Briefing regarding Board of Adjustment decision on variance at 280 Ontario Loop
   - Resolution/settlement on litigation at 150 Lawson Road

2. Section 551.087 - Economic Development

   To deliberate the offer of a financial or other incentive to a business prospect.

   - Athletic Club

## N. End Executive Session

1. Consider official action, if any, on matters discussed in executive session.

   Section 551.071 - Consultation with Attorney
   - Discussion of pending complaint
   - Briefing regarding Board of Adjustment decision on fence permit appeal at 417 Sundance Trail
   - Briefing regarding Board of Adjustment decision on variance at 280 Ontario Loop
   - Resolution/settlement on litigation at 150 Lawson Road

   Section 551.087 - Economic Development
   - Athletic Club

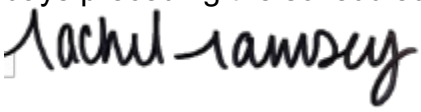
## O. Adjourn

NOTE: The Town Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the Town); §551.072 (purchase, exchange, lease or value of real property); §551.074 (personnel or to hear complaints against personnel); §551.076 (deployment, or specific occasions for implementation of security personnel or devices); and §551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

The Town of Sunnyvale is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the Town Secretary at 972-226–7177 at least 48 hours prior to the meeting.

Notice is hereby given that the Sunnyvale Town Council will conduct its Regular Meeting on Monday, Sept. 22, 2025 at the Sunnyvale Town Hall. The public is encouraged to attend the meeting. Email comments may also be submitted to rachel.ramsey@townofsunnyvale.org by 3 p.m. the day of the meeting. The link to the live stream of the meeting will be posted on Sunnyvale's Facebook page Town of Sunnyvale – Government.

I hereby certify that the foregoing notice was posted at Town Hall, 127 N. Collins Rd., Sunnyvale, Texas and remained so posted continuously for at least three (3) business days preceding the scheduled date of said meeting:



Rachel Ramsey, Director of Administration/Town Secretary
Date Posted: Sept. 16, 2025
Time Posted: 5 p.m.
Date Removed from Bulletin Board: _____
Removed By: _____

# Proclamation

## Office of the Mayor

**WHEREAS,** the Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law: and

**WHEREAS,** September 17, 2025, marks the two hundred and thirty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS,** it is the privilege and duty of the American people to commemorate the two hundred and thirty-eighth anniversary of the drafting of the Constitution of the United States of America with appropriate ceremonies and activities; and

**WHEREAS,** it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations that will commemorate the occasion; and

**WHEREAS,** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through September 23 as Constitution Week, and

**WHEREAS,** during Constitution Week, our Nation reflects on the significance of our Constitution and gives thanks for the blessings of liberty that this document helps to secure. We honor the men and women who have supported and defended it throughout our history, at times with their lives.

**NOW, THEREFORE, BE IT PROCLAIMED** that I, Saji George, Mayor, do hereby proclaim the week of September 17-23, 2025, as

## Constitution Week

in the Town of Sunnyvale, and I ask our citizens to reaffirm the ideals that framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

**IN WITNESS WHEREOF:** I have hereto set my hand and caused the Seal of the Town to be affixed hereto, this, the 22nd day of September, 2025.

Town of Sunnyvale

_____

**Saji George, Mayor**

Town Council

# AGENDA ITEM REPORT

**K.1**

| | |
|---|---|
| **To:** | Town Council |
| **Subject:** | Discuss, consider and act upon the second reading of Ordinance 2025-16 amending Appendix A, “Fee Schedule,” Article A5.000, “Utility Related Fees,” Section A5.003, “Solid Waste Collection Rate,” in the code of ordinances to adopt new garbage collection rates, providing for incorporation of premises; providing for amendments; repealing any ordinance in conflict with the ordinance; providing for severability; and providing an effective date. |
| **Meeting:** | Town Council - September 22, 2025 |
| **Department:** | Finance |
| **Staff Contact:** | Miykael Reeve |

## SUGGESTED ACTION:

Staff recommends approval.

## BACKGROUND INFORMATION:

Annually Republic Services is allowed to submit a Cost-of-Living Adjustment (COLA) increase for trash rates. Attached are new proposed rates for the Town beginning October 1, 2025, which includes a 4.90% increase.

## ATTACHMENTS:

Ordinance 2025-16 Garbage Rates.docx
Sunnyvale Republic PI Letter 10.01.25.pdf
Sunnyvale 2025 Garbage Rate Sheet.pdf
Sunnyvale Proposed Rates FY 2026.pdf

**ORDINANCE 2025-16**

**AN ORDINANCE OF THE TOWN OF SUNNYVALE, TEXAS (TOWN), AMENDING APPENDIX A, "FEE SCHEDULE," ARTICLE A5.000, "UTILITY RELATED FEES," SECTION A5.003, "SOLID WASTE COLLECTION RATE," IN THE CODE OF ORDINANCES TO ADOPT NEW GARBAGE COLLECTION RATES, PROVIDING FOR INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENTS; REPEALING ANY ORDINANCE IN CONFLICT WITH THE ORDINANCE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Sunnyvale Council has been advised by staff that it is necessary to amend the solid waste rate schedules in Exhibit "A," attached hereto, in order to better ensure the fiscal and operational integrity of providing utility service to residents; and,

**WHEREAS**, the Town of Sunnyvale Council has also been advised by Republic Services of changes to the rate schedule for solid waste services as set forth in Exhibit "B," attached hereto; and

**WHEREAS**, the Town of Sunnyvale Council finds that the rate schedules herein proposed are reasonable and necessary to cover basic operating costs of providing the services to Town residents.

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of Sunnyvale, Texas that:

**SECTION 1. INCORPORATION OF RECITALS** The Town Council finds the recitals contained in the preamble to this ordinance are true and correct and incorporates them as findings of fact.

**SECTION 2. AMENDMENTS.**

2.A. Section A5.003, "Garbage Collection Rates" of Article A5.000, "Utility Related Fees" of Appendix "A," "Fee Schedule" of the Code of Ordinances of the Town of Sunnyvale, Texas is hereby amended to be and read in its entirety as set forth in the Exhibit "B" attached hereto. Said Exhibit "B" is approved and incorporated herein for all purposes as if fully copied and set forth at length.

**SECTION 3. REPEALER.** All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**SECTION 4. SEVERABILITY.** If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Ordinance. The Town Council

hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared void; and that in lieu of each clause or provision of this Ordinance that is invalid, illegal, or unenforceable there be added by the Mayor as necessary with the approval of the Town Attorney as to form, and as a part of the Ordinance a clause or provision as similar in terms to such invalid, illegal or unenforceable clause or provision as may be possible, legal, valid and enforceable.

**SECTION 5. EFFECTIVE DATE.** This Ordinance shall be effective October 1st 2025.

Introduced and read at the Town Council meeting on September 8th, 2025.

**PASSED AND APPROVED BY THE TOWN COUNCIL ON THIS THE 15th DAY OF SEPTEMBER 2025.**

APPROVED:

_____
Saji George
Mayor

ATTEST:

_____
Rachel Ramsey
Town Secretary

Exhibit “A”

REPUBLIC SERVICES

Sustainability in Action

August 21, 2025

Mr. Jeff Jones
Town of Sunnyvale
127 N. Collins Road
Sunnyvale, TX 75182-9516

Dear Mr. Jones,

Republic Services would like to take this opportunity to thank you and Town Council for allowing us to serve the solid waste and recycling needs of the Town of Sunnyvale. In accordance with the *Amendment to Municipal Contract* dated October 1, 2022, this letter serves as our official notification of the annual rate adjustment allowed in Section 2.0.

By calculating the percent change between the most recent rolling 12-month average compared to the preceding 12 months of the Consumer Price Index (CPI) – Water, Sewer, Trash Collection Services, published by the U.S. Bureau of Labor Statistics, the annual rate adjustment will be 4.90%. This increase in rates for residential, commercial, and industrial customers will take effect October 1, 2025.

Included in this letter is the CPI – Water/Sewer/Trash rate table, the percent change calculations, the 2025 Rate Schedule, and the 2024 Rate Schedule for comparison.

We truly appreciate your partnership and look forward to continuing to serve the Town of Sunnyvale. Should you have any questions or need further information, please contact me on my cell at (972) 670-8113, or via email at cgreen3@republicservices.com.

Kindest Regards,

Christy Green

Christy Green
Manager, Municipal Sales

Enc. BLS CPI – Water/Sewer/Trash Rate Table
CPI Percent Change calculations
2025 & 2024 Rate Schedules

REPUBLIC SERVICES

Sustainability in Action

# Databases, Tables & Calculators by Subject

**Change Output Options:** From: 2015 To: 2025 GO

include graphs include annual averages More Formatting Options

Data extracted on: August 13, 2025 (3:34:59 PM)

**Consumer Price Index for All Urban Consumers (CPI-U)**

**Series Id:** CUSR0000SEHG
Seasonally Adjusted
**Series Title:** Water and sewer and trash collection services in U.S. city average, all urban consumers, seasonally adjusted
**Area:** U.S. city average
**Item:** Water and sewer and trash collection services
**Base Period:** DECEMBER 1997=100

**Download:** xlsx

| Year | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | HALF1 | HALF2 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2015 | 210.090 | 210.981 | 211.468 | 211.987 | 212.729 | 213.299 | 213.986 | 215.560 | 216.143 | 216.550 | 217.124 | 217.742 | | |
| 2016 | 218.191 | 218.681 | 219.417 | 220.319 | 221.497 | 221.680 | 221.530 | 222.383 | 223.102 | 223.631 | 224.493 | 225.013 | | |
| 2017 | 226.235 | 227.001 | 227.360 | 227.883 | 228.445 | 228.803 | 229.186 | 229.664 | 230.179 | 230.838 | 231.604 | 232.042 | | |
| 2018 | 232.771 | 233.609 | 234.041 | 234.873 | 235.894 | 236.642 | 237.301 | 238.261 | 238.605 | 239.276 | 241.862 | 242.436 | | |
| 2019 | 241.276 | 241.538 | 242.397 | 243.288 | 243.924 | 244.538 | 245.073 | 245.294 | 245.965 | 247.032 | 247.582 | 248.024 | | |
| 2020 | 248.846 | 249.751 | 250.359 | 250.673 | 250.921 | 251.435 | 252.401 | 253.974 | 254.266 | 254.781 | 255.650 | 256.456 | | |
| 2021 | 257.722 | 258.763 | 259.204 | 259.581 | 259.542 | 260.400 | 261.706 | 262.810 | 263.747 | 264.278 | 264.580 | 265.365 | | |
| 2022 | 268.128 | 269.521 | 269.621 | 270.419 | 270.844 | 271.925 | 273.097 | 274.984 | 276.759 | 276.892 | 277.824 | 278.464 | | |
| 2023 | 281.461 | 283.663 | 284.166 | 285.052 | 286.322 | 287.457 | 289.005 | 290.975 | 291.279 | 291.683 | 292.694 | 292.915 | | |
| 2024 | 297.079 | 298.751 | 299.183 | 300.178 | 299.987 | 300.652 | 302.106 | 303.311 | 305.117 | 306.336 | 308.015 | 308.234 | | |
| 2025 | 310.239 | 313.344 | 313.925 | 314.820 | 315.585 | 316.851 | 318.244 | | | | | | | |

**Consumer Price Index for All Urban Consumers (CPI-U)**
**Original Data Value**

| | |
|---|---|
| **Series Id:** | CUSR0000SEHG |
| **Seasonally Adjusted** | |
| **Series Title:** | Water and sewer and trash collection services in U.S. |
| **Area:** | U.S. city average |
| **Item:** | Water and sewer and trash collection services |
| **Base Period:** | DECEMBER 1997=100 |
| **Years:** | 2015 to 2025 |

| Year | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **2015** | 210.090 | 210.981 | 211.468 | 211.987 | 212.729 | 213.299 | 213.986 | 215.560 | 216.143 | 216.550 | 217.124 | 217.742 |
| **2016** | 218.191 | 218.681 | 219.417 | 220.319 | 221.497 | 221.680 | 221.530 | 222.383 | 223.102 | 223.631 | 224.493 | 225.013 |
| **2017** | 226.235 | 227.001 | 227.360 | 227.883 | 228.445 | 228.803 | 229.186 | 229.664 | 230.179 | 230.838 | 231.604 | 232.042 |
| **2018** | 232.771 | 233.609 | 234.041 | 234.873 | 235.894 | 236.642 | 237.301 | 238.261 | 238.605 | 239.276 | 241.862 | 242.436 |
| **2019** | 241.276 | 241.538 | 242.397 | 243.288 | 243.924 | 244.538 | 245.073 | 245.294 | 245.965 | 247.032 | 247.582 | 248.024 |
| **2020** | 248.846 | 249.751 | 250.359 | 250.673 | 250.921 | 251.435 | 252.401 | 253.974 | 254.266 | 254.781 | 255.650 | 256.456 |
| **2021** | 257.722 | 258.763 | 259.204 | 259.581 | 259.542 | 260.400 | 261.706 | 262.810 | 263.747 | 264.278 | 264.580 | 265.365 |
| **2022** | 268.128 | 269.521 | 269.621 | 270.419 | 270.844 | 271.925 | 273.097 | 274.984 | 276.759 | 276.892 | 277.824 | 278.464 |
| **2023** | 281.461 | 283.663 | 284.166 | 285.052 | 286.322 | 287.457 | 289.005 | 290.975 | 291.279 | 291.683 | 292.694 | 292.915 |
| **2024** | 297.079 | 298.751 | 299.183 | 300.178 | 299.987 | 300.652 | 302.106 | 303.311 | 305.117 | 306.336 | 308.015 | 308.234 |
| **2025** | 310.239 | 313.344 | 313.925 | 314.820 | 315.585 | 316.851 | 318.244 | | | | | |

| | |
|---|---|
| | AVG |
| July 2023-June 2024 | 295.365 |
| July 2024 - June 2025 | 309.823 |
| | |
| Percent Change | 1.04895 |
| | 4.90% |

REPUBLIC SERVICES
Sustainability in Action

# PROPOSED RATE SCHEDULE
# TOWN OF SUNNYVALE

## RATES EFFECTIVE OCTOBER 1, 2025

SUNNYVALE TEXAS

### Residential Rates

| | | | |
|---|---|---|---|
| **Solid Waste Collection:** Twice per week | | | **$ 13.31** |
| **Recycle Collection:** 95 gallon cart weekly | | | **$ 7.37** |
| **Bulky/Brush Collection:** Twice per week | | | Included |
| Limit of 3 cubic yards per collection. Size not to exceed 6 x 4.5 x 3 | | | |
| | | **Total** | **$ 20.70** |
| **Extra Recycle Cart** | | | **No charge** |
| **Cart Rental for Solid Waste** | Per Month | | **$ 4.68** |
| | Billed Quarterly | | **$ 14.04** |

### Commercial Cart Service

| | | |
|---|---|---|
| **Solid Waste Collection: Two time week** | | **$ 28.01** |
| **Available** **Commercial Recycle Cart: One time per week** | | **$ 12.70** |
| **Cart Replacement** | | **$ 71.00** |

### Commercial Front Load Containers

| Size | 1 x week | 2 x week | 3 x week | 4 x week | 5 x week | 6 x week | Extra |
|---|---|---|---|---|---|---|---|
| 2 yd | $ 85.30 | $ 166.08 | $ - | $ - | $ - | $ - | $ 68.21 |
| 3 yd | $ 104.29 | $ 205.14 | $ - | $ - | $ - | $ - | $ 72.29 |
| 4 yd | $ 130.89 | $ 254.03 | $ - | $ - | $ - | $ - | $ 75.01 |
| 6 yd | $ 161.24 | $ 332.10 | $ - | $ - | $ - | $ - | $ 88.66 |
| 8 yd | $ 180.23 | $ 410.24 | $ 595.87 | $ 820.33 | $ 1,044.75 | $ 1,269.19 | $ 102.30 |

### Other Services

| | |
|---|---|
| Delivery / Removal | $ 68.74 |
| Exchange / Relocate | $ 55.62 |
| * Casters / Lockbar Install | $ 79.45 |

| | |
|---|---|
| Casters/Enclosure /Gates per lift | $ 3.14 |
| Overweight / Blocked | $ 47.75 |
| Extra Yardage Fee | $ 34.10 |

* one-time install fee

### Industrial Roll Offs

| | Delivery | Rental/day | Per Haul |
|---|---|---|---|
| 20 yd | $ 137.43 | $ 7.42 | $ 509.78 |
| 30 yd | $ 137.43 | $ 7.42 | $ 594.11 |
| 40 yd | $ 137.43 | $ 7.42 | $ 670.75 |

### Other Services

| | |
|---|---|
| Container Relocate | $ 170.50 |
| Dry Run | $ 225.06 |
| Washout Service | $ 218.44 |

Overweight Containers (5 tons or more)
Note: due to wear & tear on equipment, anything over 5 tons will have an additional surcharge fee of $60.00 per ton.

### Compactors

| | Delivery | Rental | Haul / disp |
|---|---|---|---|
| 20 yd | Negotiated | Negotiated | $ 595.57 |
| 35 yd | Negotiated | Negotiated | $ 637.34 |
| 40 yd | Negotiated | Negotiated | $ 695.81 |

**Storm Debris** $ 19.02 (per cubic yard)

**Disaster Collection** $ 243.78 (Equipment per hour)*

*Plus Landfill Disposal Cost Pass-Through

REPUBLIC SERVICES

Sustainability in Action

REPUBLIC SERVICES

Sustainability in Action

PROPOSED RATE SCHEDULE
TOWN OF SUNNYVALE

RATES EFFECTIVE OCTOBER 1, 2024

SUNNYVALE TEXAS

## Residential Rates

| | | |
|---|---|---|
| **Solid Waste Collection:** Twice per week | | $ 12.69 |
| **Recycle Collection:** 95 gallon cart weekly | | $ 7.03 |
| **Bulky/Brush Collection:** Twice per week | | Included |
| Limit of 3 cubic yards per collection. Size not to exceed 6 x 4.5 x 3 | | |
| | **Total** | $ 19.73 |
| **Extra Recycle Cart** | | No charge |
| **Cart Rental for Solid Waste** | Per Month | $ 4.46 |
| | Billed Quarterly | $ 13.38 |

## Commercial Cart Service

| | | |
|---|---|---|
| | **Solid Waste Collection: Two time week** | $ 26.70 |
| Available | **Commercial Recycle Cart: One time per week** | $ 12.11 |
| | **Cart Replacement** | $ 67.68 |

## Commercial Front Load Containers

| Size | 1 x week | 2 x week | 3 x week | 4 x week | 5 x week | 6 x week | Extra |
|---|---|---|---|---|---|---|---|
| 2 yd | $ 81.32 | $ 158.32 | $ - | $ - | $ - | $ - | $ 65.02 |
| 3 yd | $ 99.42 | $ 195.56 | $ - | $ - | $ - | $ - | $ 68.91 |
| 4 yd | $ 124.78 | $ 242.16 | $ - | $ - | $ - | $ - | $ 71.51 |
| 6 yd | $ 153.71 | $ 316.59 | $ - | $ - | $ - | $ - | $ 84.52 |
| 8 yd | $ 171.81 | $ 391.08 | $ 568.04 | $ 782.01 | $ 995.95 | $ 1,209.90 | $ 97.52 |

### Other Services

| | |
|---|---|
| Delivery / Removal | $ 65.53 |
| Exchange / Relocate | $ 53.02 |
| * Casters / Lockbar Install | $ 75.74 |

| | |
|---|---|
| Casters/Enclosure /Gates per lift | $ 2.99 |
| Overweight / Blocked | $ 45.52 |
| Extra Yardage Fee | $ 32.51 |

* one-time install fee

## Industrial Roll Offs

| | Delivery | Rental/day | Per Haul |
|---|---|---|---|
| 20 yd | $ 131.01 | $ 7.07 | $ 485.97 |
| 30 yd | $ 131.01 | $ 7.07 | $ 566.36 |
| 40 yd | $ 131.01 | $ 7.07 | $ 639.42 |

## Compactors

| | Delivery | Rental | Haul / disp |
|---|---|---|---|
| 20 yd | Negotiated | Negotiated | $ 567.75 |
| 35 yd | Negotiated | Negotiated | $ 607.57 |
| 40 yd | Negotiated | Negotiated | $ 663.31 |

## Other Services

| | |
|---|---|
| Container Relocate | $ 162.54 |
| Dry Run | $ 214.55 |
| Washout Service | $ 208.24 |

Overweight Containers (5 tons or more)
Note: due to wear & tear on equipment, anything over 5 tons will have an additional surcharge fee of $60.00 per ton.

**Storm Debris** $ 18.13 (per cubic yard)

**Disaster Collection** $ 232.39 (Equipment per hour)*

*Plus Landfill Disposal Cost Pass-Through

REPUBLIC SERVICES

Sustainability in Action

PROPOSED RATE SCHEDULE

# TOWN OF SUNNYVALE

RATES EFFECTIVE OCTOBER 1, 2025

SUNNYVALE TEXAS

## Residential Rates

| | | |
|---|---|---|
| **Solid Waste Collection:** Twice per week | | $ 13.31 |
| **Recycle Collection:** 95 gallon cart weekly | | $ 7.37 |
| **Bulky/Brush Collection:** Twice per week | | Included |
| Limit of 3 cubic yards per collection. Size not to exceed 6 x 4.5 x 3 | | |
| | **Total** | $ 20.70 |
| **Extra Recycle Cart** | | No charge |
| **Cart Rental for Solid Waste** | Per Month | $ 4.68 |
| | Billed Quarterly | $ 14.04 |

## Commercial Cart Service

| | | |
|---|---|---|
| **Solid Waste Collection: Two time week** | | $ 28.01 |
| Available **Commercial Recycle Cart: One time per week** | | $ 12.70 |
| **Cart Replacement** | | $ 71.00 |

## Commercial Front Load Containers

| Size | 1 x week | 2 x week | 3 x week | 4 x week | 5 x week | 6 x week | Extra |
|---|---|---|---|---|---|---|---|
| 2 yd | $ 85.30 | $ 166.08 | $ - | $ - | $ - | $ - | $ 68.21 |
| 3 yd | $ 104.29 | $ 205.14 | $ - | $ - | $ - | $ - | $ 72.29 |
| 4 yd | $ 130.89 | $ 254.03 | $ - | $ - | $ - | $ - | $ 75.01 |
| 6 yd | $ 161.24 | $ 332.10 | $ - | $ - | $ - | $ - | $ 88.66 |
| 8 yd | $ 180.23 | $ 410.24 | $ 595.87 | $ 820.33 | $ 1,044.75 | $ 1,269.19 | $ 102.30 |

### Other Services

| | |
|---|---|
| Delivery / Removal | $ 68.74 |
| Exchange / Relocate | $ 55.62 |
| * Casters / Lockbar Install | $ 79.45 |

| | |
|---|---|
| Casters/Enclosure /Gates per lift | $ 3.14 |
| Overweight / Blocked | $ 47.75 |
| Extra Yardage Fee | $ 34.10 |

* one-time install fee

## Industrial Roll Offs

| | Delivery | Rental/day | Per Haul |
|---|---|---|---|
| 20 yd | $ 137.43 | $ 7.42 | $ 509.78 |
| 30 yd | $ 137.43 | $ 7.42 | $ 594.11 |
| 40 yd | $ 137.43 | $ 7.42 | $ 670.75 |

## Compactors

| | Delivery | Rental | Haul / disp |
|---|---|---|---|
| 20 yd | Negotiated | Negotiated | $ 595.57 |
| 35 yd | Negotiated | Negotiated | $ 637.34 |
| 40 yd | Negotiated | Negotiated | $ 695.81 |

## Other Services

| | |
|---|---|
| Container Relocate | $ 170.50 |
| Dry Run | $ 225.06 |
| Washout Service | $ 218.44 |

Overweight Containers (5 tons or more)

Note: due to wear & tear on equipment, anything over 5 tons will have an additional surcharge fee of $60.00 per ton.

**Storm Debris** $ 19.02 (per cubic yard)

**Disaster Collection** $ 243.78 (Equipment per hour)*

*Plus Landfill Disposal Cost Pass-Through

**Proposed Rates - Water**

Rate changes are effective on April 1st of each year

| | Current | 2026 |
|---|---|---|
| **Residential** | | |
| Minimum Charges ($ / month) | | |
| 3/4" and Less | $ 38.71 | $ 42.00 |
| 1" | 50.26 | 54.53 |
| 1 1/2" | 73.45 | 79.69 |
| 2" | 122.36 | 132.76 |
| | | |
| Volumetric Charges ($ / kgal) | | |
| 0 - 2 kgal | $ - | $ - |
| 2 - 20 kgal | 3.26 | 3.54 |
| 20 - 30 kgal | 3.59 | 3.90 |
| 30 - 40 kgal | 6.48 | 7.03 |
| 40 - 50 kgal | 7.77 | 8.43 |
| 50 - 60 kgal | 8.11 | 8.80 |
| 60+ kgal | 9.72 | 10.55 |
| | | |
| **Senior Residential** | | |
| Minimum Charges ($ / month) | | |
| 3/4" and Less | $ 28.71 | $ 32.00 |
| 1" | 40.26 | 44.53 |
| 1 1/2" | 63.45 | 69.69 |
| 2" | 112.36 | 122.76 |
| | | |
| Volumetric Charges ($ / kgal) | | |
| 0 - 2 kgal | $ - | $ - |
| 2 - 20 kgal | 3.26 | 3.54 |
| 20 - 30 kgal | 3.59 | 3.90 |
| 30 - 40 kgal | 6.48 | 7.03 |
| 40 - 50 kgal | 7.77 | 8.43 |
| 50 - 60 kgal | 8.11 | 8.80 |
| 60+ kgal | 9.72 | 10.55 |

**Proposed Rates - Water**
Rate changes are effective on April 1st of each year

| | Current | 2026 |
|---|---|---|
| **Commercial Water** | | |
| Minimum Charges ($ / month) | | |
| 3/4" and Less | $ 45.92 | $ 49.82 |
| 1" | 70.35 | 76.33 |
| 1 1/2" | 122.30 | 132.70 |
| 2" | 194.88 | 211.44 |
| 3" | 371.28 | 402.84 |
| 4" | 606.73 | 658.30 |
| 6" | 983.35 | 1,066.93 |
| 8" | 1,911.00 | 2,073.44 |
| | | |
| Volumetric Charges ($ / kgal) | | |
| 0 - 2 kgal | $ - | $ - |
| 2 - 25 kgal | 9.37 | 10.17 |
| 25 - 50 kgal | 9.86 | 10.70 |
| 50 - 200 kgal | 10.37 | 11.25 |
| 200 - 500 kgal | 10.77 | 11.69 |
| 500+ kgal | 9.86 | 10.70 |
| | | |
| **Irrigation** | | |
| Minimum Charges ($ / month) | | |
| All Connections | $ 10.92 | $ 11.85 |
| | | |
| Volumetric Charges ($ / kgal) | | |
| 0 - 2 kgal | $ - | $ - |
| 2 - 20 kgal | 3.38 | 3.67 |
| 20 - 30 kgal | 3.89 | 4.22 |
| 30 - 40 kgal | 7.82 | 8.48 |
| 40 - 50 kgal | 9.38 | 10.18 |
| 50 - 60 kgal | 9.78 | 10.61 |
| 60+ kgal | 11.73 | 12.73 |

**Proposed Rates - Water**
Rate changes are effective on April 1st of each year

| | Current | 2026 |
|---|---|---|
| **Fire Hydrant** | | |
| Minimum Charges ($ / month) | | |
| All Connections | $ 371.28 | $ 402.84 |
| | | |
| Volumetric Charges ($ / kgal) | | |
| 0 - 2 kgal | $ - | $ - |
| 2 - 25 kgal | 9.37 | 10.17 |
| 25 - 50 kgal | 9.86 | 10.70 |
| 50 - 200 kgal | 10.37 | 11.25 |
| 200 - 500 kgal | 10.77 | 11.69 |
| 500+ kgal | 9.86 | 10.70 |

**Proposed Rates - Wastewater**

Rate changes are effective on April 1st of each year

| | Current | 2026 |
|---|---|---|
| **Sewer - Residential** | | |
| Minimum Charges ($ / month) | | |
| All Connections | $ 42.00 | $ 45.57 |
| | | |
| Volumetric Charges ($ / kgal) | | |
| 0 - 2,000 gal | $ - | $ - |
| 2,001 - 5,000 gal | 8.40 | 9.11 |
| 5,000 - 12,000 gal | 8.40 | 9.11 |
| 12,001 - 20,000 gal | - | - |
| 20,001+ gal | - | - |
| | | |
| **Sewer - Commercial** | | |
| Minimum Charges ($ / month) | | |
| All Connections | $ 84.00 | $ 91.14 |
| | | |
| Volumetric Charges ($ / kgal) | | |
| 0 - 2,000 gal | $ - | $ - |
| 2,001+ gal | 11.03 | 11.97 |

Note

Assumes Residential Sewer customers are charged based on the lesser of (a) their winter average water volume, (b) their current water use, or (c) 12,000 gallons.

Town Council

# AGENDA ITEM REPORT

**K.2**

| | |
|---|---|
| **To:** | Town Council |
| **Subject:** | Discuss, consider and act upon approving the first reading of Ordinance 2025-15 of the Town of Sunnyvale, Texas, amending Appendix A, “Fee Schedule” of the Sunnyvale Code of Ordinances; providing for the incorporation of premises; providing for amendment; providing cumulative repealer/savings clause; providing a severability clause; and providing an effective date. |
| **Meeting:** | Town Council - September 22, 2025 |
| **Department:** | Finance |
| **Staff Contact:** | Miykael Reeve |

## SUGGESTED ACTION:

Staff recommends approval.

## BACKGROUND INFORMATION:

In FY 2024, the Town engaged Wildan to conduct a comprehensive review of the fee schedule and recommend updates. The study has now been completed, and the Town is moving forward with updating its fees. Staff from each department have reviewed their respective fee structures and are in agreement with the proposed changes.

## FINANCIAL IMPACT:

The financial impact would be to actually cover the cost of providing these services.

## ATTACHMENTS:

ORD_2025-15 amending master fee schedule.docx
Master Fee Schedule_Updated 08_20_2025.xlsx
2024 Sunnyvale Council User Fee Presentation.pdf

**ORD 2025-15**

**AN ORDINANCE OF THE TOWN OF SUNNYVALE, TEXAS, AMENDING APPENDIX A, "FEE SCHEDULE" OF THE SUNNYVALE CODE OF ORDINANCES; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING FOR AMENDMENT; PROVIDING CUMULATIVE REPEALER/SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Town Council has been advised by staff that it is necessary to periodically evaluate and adjust fees to ensure fiscal and operational integrity of providing quality services to residents and local businesses; and

**WHEREAS**, the Town Council is amending Appendix A Fee Schedule, by enacting this Ordinance in order to promote the orderly development of the community, it its proposed that said ordinance be hereinafter set forth;

**WHEREAS**, the Town Council finds that the rate schedules herein proposed are no more than what is required in order to preserve fiscal and operational integrity of services provided; and

**WHEREAS**, in accordance with Section 214.908 of the Texas Local Government Code, after holding a public hearing to receive comments and discussion from the public, the Town Council hereby reauthorizes the Fee Schedule as attached in Appendix A.

**WHEREAS**, the Town Council has determined that the fees set forth herein are reasonable and provide a basis for reimbursement to the Town for costs incurred when providing services benefiting individuals seeking Town services and that the adoption of this Ordinance is in the best interest of the citizens of Sunnyvale and serves public health, safety and welfare.

**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SUNNYVALE, TEXAS:**

**SECTION 1.** The Town Council finds the recitals contained in the preamble to this ordinance are true and correct and incorporate them as findings of fact.

**SECTION 2.** That the text of the Sunnyvale Town Code Appendix A Fee Schedule, as amended from time to time, is hereby revised as shown in Exhibit A, which is attached to this Ordinance and as such amendments incorporated by reference herein as if fully set forth. The proposed Town Code amendments, as set forth in Exhibit A attached hereto, are hereby adopted and the Sunnyvale Town Code text is revised accordingly.

**SECTION 3**. That it is the intent of the Town Council that each paragraph, sentence, subdivision, clause, phrase, or section of the ordinance be deemed severable and should any such paragraph, sentence, subdivision, clause, phrase, or section be declared invalid or unconstitutional for any reason, such declaration of invalidity of unconstitutionality shall not be

construed to affect the validity of those provisions of this ordinance left standing with the validity of any code or ordinance as a whole.

**SECTION 4. CUMULATIVE REPEALER.** This Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided, however, that any complaint, action, claim, or lawsuit, which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose, the Ordinance shall remain in full force and effect.

**SECTION 5. SEVERABILITY.** It is hereby declared to be the intention of the Town Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the Town Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, or section.

**SECTION 6. EFFECTIVE DATE.** This ordinance shall be effective immediately upon passage, publication in accordance with the law, and approval by the Town Council and it is so ordained.

Introduced and read at the Town Council meeting on September 8, 2025.

PASSED AND APPROVED by the Town Council of the Town of Sunnyvale, Texas, this 15th day of September 2025.

**APPROVED:**

_____
Saji George, Mayor

**ATTEST:**

_____
Rachel Ramsey, Town Secretary

## Appendix A
# Master Fee Schedule

| Description | Current | Unit | Notes | Proposed | Fee Change |
|---|---|---|---|---|---|
| **General Fees** | | | | | |
| **Schedule of charges for copying public records** | | | | | |
| Mailing list per copy page | $5.00 | | | $5.00 | $0.00 |
| Mailing labels - Water | $75.00 | | | $80.00 | $5.00 |
| Research, per copy page | $5.00 | per page | | $30.00 | $25.00 |
| letter or legal size, first page | $0.75 | | | $0.75 | $0.00 |
| each page thereafter | $0.25 | | | $0.25 | $0.00 |
| Credit Card Processing Fee | $1.25 | | | $2.50 plus 3.95% of total payment | $1.25 plus 3.95% of total payment |
| The charge for certification, where not otherwise provided by law | $5.00 | per instrument | | $20.00 | $15.00 |
| **Fees for Film Production** | | | | | |
| Application processing fee | $25.00 | Each application | | $25.00 | $0.00 |
| Total or disruptive use (regular operating hours) of a public building, park, right-of-way or public area | $500.00 | Per day | | $500.00 | $0.00 |
| Partial nondisruptive use of a public building, park, right-of-way or public area | $250.00 | Per day | | $250.00 | $0.00 |
| Total closure or obstruction of public street or rightof-way, including parking lots and on-street parking (for filming purposes) | $50.00 | Per block per day | | $50.00 | $0.00 |
| Partial closure or obstruction or public street or right-of-way, including parking lots and on-street parking (for filming purposes) | $25.00 | Per block per day | | $25.00 | $0.00 |
| Use of town parking lots, parking areas, and town streets (for the purpose of parking film trailers, buses, catering trucks and other large vehicles) | $50.00 | Per block per day | | $50.00 | $0.00 |
| **Town Rentals and Deposits** | | | | | |
| **Fees/Park rental** | | | | | |
| Resident - deposit | $100.00 | | | $100.00 | $0.00 |
| Resident | $25.00 | Per hour | | $25.00 | $0.00 |
| Non Resident - deposit | $150.00 | | | $150.00 | $0.00 |
| Non Resident - fee | $90.00 | (Switched to Per Hour) | | $90.00 | $0.00 |
| **Town Hall rental** | | | | | |
| Deposit - General | $350.00 | | | $350.00 | $0.00 |
| Cleaning Fee - General | $150.00 | | | $150.00 | $0.00 |
| Rental Fee - General | $140.00 | For 3 hours | | $140.00 | $0.00 |
| Extra time - General | $40.00 | Per hour | After 3 hours | $40.00 | $0.00 |
| Cleaning Fee - 501c3 and Sunnyvale HOA | $150.00 | | | $150.00 | $0.00 |
| Rental Fee - 501c3 and Sunnyvale HOA | $140.00 | For 3 hours | | $140.00 | $0.00 |
| Extra time - 501c3 and Sunnyvale HOA | $40.00 | Per hour | After 3 hours | $40.00 | $0.00 |
| Non-refundable Cleaning Fee for ALL Town Hall Rentals | $150.00 | Per Rental | | $150.00 | $0.00 |
| **Field Rentals** | | | | | |
| Resident | $25.00 | Per hour | | $25.00 | $0.00 |
| Resident - Field set up | $50.00 | | | $50.00 | $0.00 |
| Resident - Field Lighting | $25.00 | Per hour | | $25.00 | $0.00 |
| Non Resident - deposit | $50.00 | | | $50.00 | $0.00 |
| Non Resident | $50.00 | Per hour | | $50.00 | $0.00 |

| | | | | | |
|---|---|---|---|---|---|
| Non Resident - Field set up | $170.00 | | | $170.00 | $0.00 |
| Non Resident - Field Lighting | $50.00 | Per hour | | $50.00 | $0.00 |
| **Fees for Lake Ray Hubbard Sublease Program** | | | | | |
| Lease Fee | $1,500.00 | | contract - CM discussion | $1,500.00 | $0.00 |
| Annual Renewal | $700.00 | Per year | contract - CM discussion | $700.00 | $0.00 |
| **Tennis Court Rentals** | | | | | |
| Non Resident - Deposit | $0.00 | | | $0.00 | $0.00 |
| Non Resident | $0.00 | Per hour | | $0.00 | $0.00 |
| Large Event Park Deposit (over 100 people) | | Per Event | New fee | $500.00 | $500.00 |
| Staff Attendant for Large Events after 1st hour | | Per Event | New fee | $75.00 | $75.00 |
| **Animal Related Fees** | | | | | |
| Registration of dangerous dogs | $130.00 | Annually | | $150.00 | $20.00 |
| Owner of a registered dangerous dog sells or moves the dog to a new address within the town | $25.00 | | | $25.00 | $0.00 |
| Impound Fee / First Offense | $25.00 | | | $30.00 | $5.00 |
| Impound Fee / Additional Offenses | $50.00 | | | $60.00 | $10.00 |
| Quarantine Fee | $10.00 | Per day | Up to 10 days | $10.00 | $0.00 |
| Boarding | $10.00 | Per day | | $200.00 | $190.00 |
| Rabies Test | $100.00 | | | Cost + 10% | |
| Animal Surrender Fee | $75.00 | | | $75.00 | $0.00 |
| Adoption Fee* | $80.00 | | | $80.00 | $0.00 |
| Wild Animal Permit | $130.00 | | | $150.00 | $20.00 |
| Kennel Permit | $130.00 | | | $150.00 | $20.00 |
| **Municipal Court Fees** | | | | | |
| Fees for Issuance and service of warrant of arrest | $50.00 | | | $50.00 | $0.00 |
| Service fee for defensive driving course | Service Fee | | | Service Fee | |
| Service fee for dismissal of expired license, registration or inspection sticker citation | $20.00 | | If renewed within ten (10) days of citation than dismissed | $20.00 | $0.00 |
| Deferred Fee | $20.00 | | | $20.00 | $0.00 |
| Fines for moving violations | $200.00 | | Violations of 25mph and greater | $200.00 | $0.00 |
| Municipal court technology fee | $4.00 | | | $4.00 | $0.00 |
| Municipal court building security fee | $4.90 | | | $3.00 | -$1.90 |
| **Engineering** | | | | | |
| Grading or Floodplain Development Permit | | | | | |
| Engineering Plan Review - First Review | | | | | |
| Enginering Plan Reviews - Subsequent Reviews | | | | | |
| Engineering Plan Reviews - 3rd Party | | | | | |
| Engineering Plan Reviews - Fast-Track Reviews | **See Ordinance 2024-15 approved by Town Council on 10/28/2024: https://legistarweb-production.s3.amazonaws.com/uploads/attachment/pdf/2937835/2024-08-29_Engineering_Plan_Review_Fee_Updates.pdf** | | | | |
| Plan Review Single Family Residence (not part of larger development) | | | | | |
| Right-of-Way Use Permit | | | | | |
| Utility Availability Analysis and Letter | | | | | |
| Engineering Inspection Fees | | | | | |
| **Planning Related Fees** | | | | | |
| **Zoning Application Fees** | | | | | |
| Zoning change [110-42101] | $950.00 | plus $15/acre. | plus $25/acre | $950.00 + $25/acre | plus $15.00/acre |

| | | | | | |
|---|---|---|---|---|---|
| Special Use Permit (SUP) [110-42101] | $950.00 | plus $10/acre. | | $950 + $10/acre | $0.00 |
| Planned Development (PD) District Rezoning [110-42101] | $900.00 | plus $10/acre. | plus $25/acre | $950.00 + $25/acre | $50 plus $15.00/acre |
| Variance request [110-42101] | $720.00 | | | $720.00 | $0.00 |
| Zoning Verification Letter [110-42101] | | | New fee | $100.00 per address/parcel | $100.00 per address/parcel |
| **Platting Application Fees** | | | | | |
| Preliminary plat [110-42007] | $800.00 | plus $10.00/lot. | | $800.00 | $0.00 |
| Final plat [110-42007] | $800.00 | plus $5.00/lot | plus $15/lot | $800.00 | plus $10.00/lot |
| Replat [110-42007] | $800.00 | | | $800.00 | $0.00 |
| Amending plat [110-42007] | $500.00 | | | $500.00 | $0.00 |
| Minor Plat [110-42007] | $500.00 | | | $500.00 | $0.00 |
| **Site plan Application Fees** | | | | | |
| Site plan [110-42101] | $1,000.00 | plus $5.00/acre | plus $10/acre | $1,300.00 | $300 plus $5.00/acre |
| Amended Site Plan [110-42101] | $700.00 | plus $5.00/acre | | $700.00 | plus $5.00/acre |
| Tree survey/mitigation plan [110-42101] | $400.00 | | | $400.00 | $0.00 |
| **Building Related Fees** | | | | | |
| **Contractor Registration Fees** | | | | | |
| Backflow Tester [none] | $75.00 | | Licensed by the State | $0.00 | ($75.00) |
| Concrete Contractor [110-4203] | $75.00 | | | $125.00 | $50.00 |
| Electrical Contractor [none] | $0.00 | | Licensed by the State, no change | $0.00 | |
| Energy Contractor [110-4203] | $75.00 | | | $125.00 | $50.00 |
| Fence Contractor [110-4203] | $75.00 | | | $125.00 | $50.00 |
| Fire Alarm or Sprinkler Contractor [none] | $0.00 | | Licensed by the State, no change | $0.00 | |
| General Contractor [110-4203] | $75.00 | | | $125.00 | $50.00 |
| Irrigation Contractor [none] | $75.00 | | Licensed by the State | $0.00 | ($75.00) |
| Mechanical Contractor [none] | $0.00 | | Licensed by the State, no change | $0.00 | |
| Plumbing Contractor [none] | $0.00 | | Licensed by the State, no change | $0.00 | |
| Pool Contractor/Operator [110-4203] | $75.00 | | | $125.00 | $50.00 |
| Roofing Contractor [110-4203] | $75.00 | | | $125.00 | $50.00 |
| Sign Contractor [110-4203] | $75.00 | | | $125.00 | $50.00 |
| Solar Contractor [110-4203] | $75.00 | | | $125.00 | $50.00 |
| **Commercial Permit Fees** | | | | | |
| All commercial permit fees are based on the valuation of the project. Project valuations are reviewed and approved by the Building Official. | | | | | updated w/ Ordinance 2024-15 - revising with this Ordinance |
| **VALUATION** | **FEE** [110-42000] | | | | |
| $1.00 to $2,500.00 | $150.00 | | | | |
| $2,500.00 to $5,000.00 | $150.00 for the first $2,500.00, then $3.65 for each additional $100.00 | | | | |
| $5,001.00 to $10,000.00 | $241.25 for the first $5,000.00, then $2.95 for each additional $100.00 | | | | |
| $10,001.00 to $25,000.00 | $388.75 for the first $10,000, then $11.00 for each additional $1,000.00 | | | | |
| $25,001.00 to $50,000.00 | $553.75 for the first $25,000.00, then $8.75 for each additional $1,000.00 | | | | |
| $50,001.00 to $100,000.00 | $772.50 for the first $50,000.00, then $7.25 for each additional $1,000.00 | | | | |
| $100,001.00 to $500,000.00 | $1,135.00 for the first $100,000.00, then $6.00 for each additional $1,000.00 | | | | |
| $500,001.00 to $1,000.000.00 | $3,535.00 for the first $500,000.00, then $5.00 for each additional $1,000.00 | | | | |
| $1,000,001.00 and up | $6,035.00 for the first $1,000,000.00, then $3.75 for each additional $1,000.00 | | | | |
| **Residential Permit Fees** | | | | | |
| Residential Building - New Construction [110-42000] | $0.96 | per sqft. | | $1.26 per sqft. | $0.30 per sqft. |
| Residential Building - Remodel/Renovation [110-42000] | | | New fee | $0.76 per sqft. | $0.76 per sqft. |

| | | | | | |
|---|---|---|---|---|---|
| Residential Electrical [110-42001] | $100.00 | | | $200.00 | $100.00 |
| Residential Mechanical [110-42001] | $100.00 | | | $200.00 | $100.00 |
| Residential Plumbing [110-42001] | $100.00 | | | $200.00 | $100.00 |
| Residential Accessory Building [110-42000] | $50.00 | plus $.10/sqft. | | $150.00 plus $0.25/sqft. | $100.00 plus $0.15 per sqft. |
| Residential Concrete/Flatwork [110-42000] | $100.00 | | | $200.00 | $100.00 |
| Residential Deck/Patio/Porch/Cover [110-42000] | | | New fee | $150.00 plus $0.25/sqft. | $150.00 plus $0.25/sqft. |
| Residential Fence [110-42000] | $100.00 | | | $200.00 | $100.00 |
| Residential Generator [110-42001] | $100.00 | | | $300.00 | $200.00 |
| Residential Irrigation [110-42001] | $100.00 | | | $200.00 | $100.00 |
| Residential Re-Roof [110-42000] | $100.00 | | | $200.00 | $100.00 |
| Residential Solar System [110-42001] | $100.00 | | | $300.00 | $200.00 |
| **Plan Review Fees** | | | | | |
| Residential - New Build [110-42000] | $150.00 | | | $175.00 | $25.00 |
| Residential - Other [same as permit] | variable | | New fee | Larger of $75.00 or 25% of permit fee | |
| Commercial [110-42000] | variable | | | 45% of Permit Fee | updated w/ Ordinance 2024-15 - revising with this Ordinance |
| **Inspection Fees** | | | | | |
| First Re-Inspection [110-42006] | $50.00 | | | $100.00 | $50.00 |
| Second and All Subsequent Re-Inspections [110-42006] | $100.00 | | | $200.00 | $100.00 |
| Same Day Inspection [110-42006] | $100.00 | | | $100.00 | $0.00 |
| After/Off-Hours Inspection [110-42006] | | | New fee | $200.00 | $200.00 |
| Stop Work Order Penalty [110-42006] | | | New fee | $200.00 | $200.00 |
| **Supplemental Building Fees** | | | | | |
| Certificate of Occupancy [110-42100] | $175.00 | | | $200.00 | $25.00 |
| Temporary Certificate of Occupancy [110-42100] | | | New fee | $350.00 | $350.00 |
| Curb Cut/Approach/Driveway/Extension [110-42000] | $100.00 | | | $200.00 | $100.00 |
| Demolition [110-42100] | $100.00 | | | $200.00 | $100.00 |
| Foundation Repair [110-42100] | $100.00 | | | $200.00 | $100.00 |
| Health Permit - Annual [110-42002] | $200.00 | | No change | $200.00 | $0.00 |
| Health Permit - Temporary [110-42002] | $100.00 | | | $150.00 | $50.00 |
| Miscellaneous Fee [110-42000] | variable | as needed | No change | variable | $0.00 |
| Mobile Food Truck [110-42100] | $350.00 | | No change | $350.00 | $0.00 |
| Moving a Building or Structure [110-42100] | $160.00 | | | $300.00 | $140.00 |
| No Permit Penalty [same as original permit] | variable | Double Permit Fee | No change | variable | $0.00 |
| Rental Property Inspection [110-42100] | $100.00 | | | $150.00 | $50.00 |
| Re-Permit [same as original permit] | variable | original fee | No change | variable | $0.00 |
| Retaining Wall [110-42000] | $100.00 | | | $200.00 | $50.00 |
| Solicitor's Permit [110-42100] | $150.00 | | | $200.00 | $50.00 |
| Sport Court/Game Surface [110-42000] | $100.00 | | | $200.00 | $100.00 |
| Swimming Pool [110-42000] | $220.00 | | | $500.00 | $280.00 |
| Temporary Structure/Construction Trailer [110-42100] | $100.00 | | | $300.00 | $200.00 |
| **Utility Related Fees** | | | | | |
| **Water and Sewer** | | | | | |
| Reconnect - business hours | $50.00 | | non-payment | $75.00 | $25.00 |
| Reconnect - nonbusiness hours | $100.00 | | non-payment | $100.00 | $0.00 |

| | | | | | |
|---|---|---|---|---|---|
| Late Penalty | 20% | | No Change | 20% | |
| **Residential water deposits** | | | | | |
| Nonrefundable service fee - Residential and Commercial | $25.00 | | | $25.00 | $0.00 |
| ~~5/8" and 3/4" meter~~ | ~~$150/$200~~ | | ~~Delete~~ | ~~$150 water/$200 water and sewer~~ | |
| 1" meter & Under | $150/$200 | | | $150 water/$200 water and sewer | 0/0 |
| 2" meter | $150/$200 | | | $150 water/$200 water and sewer | 0/0 |
| **Commercial deposits** | | | | | |
| ~~5/8" and 3/4" meter~~ | ~~$150/$200~~ | | ~~$150 water/$200 water and sewer~~ | Delete | |
| 1" and under meter | $150/$200 | | $150 water/$200 water and sewer | $150/$275 | 0/75 |
| 1-1/2" meter | $150/$200 | | $150water/$200 water and sewer | $150/$275 | 0/75 |
| 2" meter | $150/$200 | | $150 water/$200 water and sewer | $330/$450 | $180/ $250 |
| 3" meter | $150/$200 | | $150water/$200 water and sewer | $330/$450 | $180/ $250 |
| 4" meter | $150/$200 | | $150 water/$200 water and sewer | $330/$450 | $180/ $250 |
| 6" meter | $150/$200 | | $150 water/$200 water and sewer | $330/$450 | $180/ $250 |
| 8" meter | $150/$200 | | $150water/$200 water and sewer | $330/$450 | $180/ $250 |
| 10" meter | $150/$200 | | $150 water/$200 water and sewer | $330/$450 | $180/ $250 |
| **Other meter related fees** | | | | | |
| Water Meter, Meter Box and Associated Water Tap Fees | Cost + 25% | $285.55 Full Cost | Actual cost of meter, related materials and labor plus 25% | Cost + 25% | $0.00 |
| Meter testing - Residential | $80.00 | | free if meter is not accurate within +/-2% margin | $80.00 | $0.00 |
| Meter testing - Non Residential | $80.00 | | free if meter is not accurate within +/-2% margin | $80.00 | $0.00 |
| Move water meter | Actual cost | | | 25% + cost | |
| Tampering charge | $125 + cost | | | $250+ cost | $125.00 |
| Removal of unauthorized tap | 25% + cost | | | 25% + cost | $0.00 |
| Water turn on/off fees - Residential | $30.00 | | two free per year, after the the first two, fees will apply | $30.00 | $0.00 |
| Water turn on/off fees - Nonresidential | $50.00 | | two free per year, after the the first two, fees will apply | $50.00 | $0.00 |
| Debit/credit card charges | Actual cost | | | Actual cost | $0.00 |
| Returned check fee | $35.00 | | | $35.00 | $0.00 |
| Service transfer fee | $25.00 | | | $25.00 | $0.00 |
| Fire Hydrant Flow Test | $100.00 | | | $100.00 | $0.00 |
| **Cost of sewer line extensions, including materials and labor** | | | | | |
| ~~**Backflow prevention assembly test**~~ | ~~**200**~~ | ~~**Each separate test**~~ | | Delete | |
| ~~**Backflow prevention assembly retest**~~ | ~~**100**~~ | ~~**each retest**~~ | | Delete | |
| Annual registration fee for approved testers | $75.00 | Annually | | $75.00 | $0.00 |
| ~~**Annual device registration fee**~~ | ~~**$25.00**~~ | ~~**per each**~~ | | Delete | |
| Deposit fee for fire hydrant water meter with backflow prevention | $1,750.00 | per each | | $2,800.00 | $1,050.00 |
| Meter Installation - 1" | $550.00 | | Fee | $550.00 | $0.00 |
| PW Initial Inspection fee | 4.0% | | 4% of construction costs, min $150 | Free | |
| PW Re-Inspection | | | **New** | $50.00 | $50.00 |
| PW After hours inspection fee | 4.5% | changed to per hour | | $100.00 | |
| **Garbage Collection Rates** | | | | | |
| Garbage Collection Rates | 5.0% | | 3rd party cost + 5% | 3rd party cost + 5% | |

| Fees removed, replaced, or consolidated | | | | | |
|---|---|---|---|---|---|
| ~~Solid waste service permit fee REMOVE~~ | ~~$200.00~~ | ~~Annually~~ | ~~In addition, the permittee shall pay quarterly to the town, ten percent (10%) of their gross receipts (excluding sales tax) of commercial/industrial solid waster collection services with in the town limits~~ | Delete | |
| **Fire and EMS** | | | | | |
| **Ambulance fees** | | | | | |
| Resident | $500.00 + $10.00 per mile | Per mile | $500.00 + $10.00 per mile | $1200.00+$24.00 per mile | $700.00/$ 14.00 per mile |
| Nonresident | $750.00 + $10.00 per mile | Per mile | $750.00 + $10.00 per mile | $1600.00+$24.00 per mile | $850.00/ $14.00 per mile |
| Nontransport | $100.00 | | | $175.00 | $75.00 |
| Administrative Fee | $100.00 | | | $100.00 | $0.00 |
| Access Control Gate | $100.00 | | | $100.00 | $0.00 |
| **Fire Fees** | | | | | |
| Commercial Fire Alarm Permit Fee | | | **New** | $300.00 | $300.00 |
| Commercial Fire Alarm Systems | 1-10 = $100<br>11-25 = $150<br>26-100 = $200<br>100+ = $200+1*each (over 100) | | | 1-10 = $100<br>11-25 = $150<br>26-100 = $200<br>100+ = $200+1*each (over 100) | 0/0/0/0 |
| Commercial Fire Spinkler Permit Fee | $174.00 | | Currently not charging | $400.00 | $226.00 |
| Commercial Fire Sprinkler Systems | 1-19 = $100<br>20-99 = $150<br>100-200 = $200<br>200+ = $200+.50*each (over 200) | | Sample 19 Sprinklers | 1-19 = $150<br>20-99 = $200<br>100-200 = $250<br>200+ = $250+.50*each (over 200) | 50/50/50/50 |
| **Miscellaneous Items** | | | | | |
| Fire Suppression System | $75.00 | | | $100.00 | $25.00 |
| Under/Above Ground Storage Tank | $100.00 | | | $100.00 | $0.00 |
| Residential Fire Dept. Reinspection 1st Time | $50.00 | | Flat Fee | $50.00 | $0.00 |
| Residential Fire Dept. Reinspection 2nd Time | | | **New** | $100.00 | $100.00 |
| Residential Fire Dept. Reinspection more than 2 Inspections | | | **New** | $100 + $50.00 each time | |
| Commercial -Fire Dept. Reinspection-1st time | | | **New** | $100.00 | $100.00 |
| Commercial -Fire Dept. Reinspection-2nd Time | | | **New** | $200.00 | $200.00 |
| Commercial -Fire Dept. Reinspection- more than 2 Inspections | | | **New** | $200+$100.00 each time | |
| Fireworks/Pyrotechnics Display | $50.00 | | Flat Fee | $50.00 | $0.00 |
| Residential False Alarm Fees--1-3 False Alarms | | | **New** | $0.00 | $0.00 |
| Residential False Alarm Fees--4-5 False Alarms | | | **New** | $25.00 | $25.00 |
| Residntial False Alarm Fees --6-7 False Alarms | | | **New** | $35.00 | $35.00 |
| Residential False Alarm Fees--8 or more False Alarms | | | **New** | $50.00 | $50.00 |
| Commercial False Alarm Fees--1-3 False Alarms | | | **New** | $0.00 | $0.00 |
| Commercial False Alarm Fees--4-5 False Alarms | | | **New** | $50.00 | $50.00 |
| Commercial False Alarm Fees --6-7 False Alarms | | | **New** | $75.00 | $75.00 |
| Commercial False Alarm Fees--8 or more False Alarms | | | **New** | $100.00 | $100.00 |

| | | | | | |
|---|---|---|---|---|---|
| High Pile Storage System Permit | | | **New** | $300.00 | $300.00 |
| High Pile Storage System Permit Renewal | | Per Year | **New** | $150.00 | $150.00 |
| Burning Permit (each permit covers a 2-week period) | | | **New** | $50 ; $50.00 per each time after | $50.00 |
| Same Day / After Hours Inspection | | | **New** | $100.00 | $100.00 |
| Annual Inspection | | | **New** | $0.00 | $0.00 |
| Annual ReInspection | | | **New** | $50.00 | $50.00 |
| Paint Booth Extinguishing System Permit | | | **New** | $150.00 | $150.00 |
| Smoke Management Systems- Inspection Admin | | | **New** | $50.00 | $50.00 |
| Smoke Management Systems- Inspection | | Per Floor | **New** | $50.00 | $50.00 |
| **Police** | | | | | |
| Alarm Permit Fee | | Per Year | **New** | $0.00 | $0.00 |
| Alarm Permit Fee- Renewal | | Per Year | **New** | $15.00 | $15.00 |
| Alarm Permit Fee- Reinstatement | | | **New** | $15.00 | $15.00 |
| Residential False Alarm Fees--1-3 False Alarms | | | **New** | $0.00 | $0.00 |
| Residential False Alarm Fees--4-5 False Alarms | | | **New** | $25.00 | $25.00 |
| Residntial False Alarm Fees --6-7 False Alarms | | | **New** | $35.00 | $35.00 |
| Residential False Alarm Fees--8 or more False Alarms | | | **New** | $50.00 | $50.00 |
| Commercial False Alarm Fees--1-3 False Alarms | | | **New** | $0.00 | $0.00 |
| Commercial False Alarm Fees--4-5 False Alarms | | | **New** | $50.00 | $50.00 |
| Commercial False Alarm Fees --6-7 False Alarms | | | **New** | $75.00 | $75.00 |
| Commercial False Alarm Fees--8 or more False Alarms | | | **New** | $100.00 | $100.00 |
| Large Special Event (more than 50 people) | | Per hour per officer | **New** | $90.00 | $90.00 |
| **Library** | | | | | |
| **Overdue Fines** | | | | | |
| Item per day for most items | $0.20 | | | $0.20 | $0.00 |
| Per Day for DVDs and Blu-Rays | $1.00 | | | $1.00 | $0.00 |
| **Lost Items** | | | | | |
| Replacement processing fee for all lost items | $10.00 | | | $10.00 | $0.00 |
| Patrons are responsible for replacement cost of items (can be waived by purchasing an item to replace at Director's discretion) | | | | at Cost | |
| **Printing / Copy Charges** | | | | | |
| Black and white prints / copies | $0.25 | per page | | $0.25 | $0.00 |
| Color Prints/ Copies | $0.50 | per page | | $0.50 | $0.00 |
| 3D Printer Charges | $0.10 | per meter of filament | | $0.10 | $0.00 |
| **Fax Services** | | | | | |
| Outgoing Faxes to local and toll-free numbers | $1.00 | per page | cover page not included | $1.00 | $0.00 |
| Outgoing Faxes to long-distance numb ers | $1.50 | per page | | $1.50 | $0.00 |
| Incoming Faxes | $0.50 | per page | | $0.50 | $0.00 |
| **Product Charges** | | | | | |
| Hardcover Books from Ongoing Book Sale | $1.00 | | | $1.00 | $0.00 |
| Softcover Books from Ongoing Book Sale | $0.50 | | | $0.50 | $0.00 |
| Media item from Ongoing Book Sale | $3.00 | | | $3.00 | $0.00 |
| 128MB branded library USB drives | $6.00 | | | $6.00 | $0.00 |
| Burnable CD-R discs | $1.00 | | | $1.00 | $0.00 |
| **New Fees or Fee Replacements** | | | | | |
| Lamination Services | $0.30 | per foot | | $0.30 | $0.00 |

| | | | | | |
|---|---|---|---|---|---|
| Cardstock  for Die Cutter | $0.25 | per page | | $0.25 | $0.00 |
| Construction Paper for Die Cutter- letter size | $0.10 | per page | | $0.10 | $0.00 |
| Construction Paper for Die Cutter- poster size | $0.40 | per page | | $0.40 | $0.00 |

Presentation to the Town of Sunnyvale

# Comprehensive User Fee Study

February 2024






WILLDAN

# What are User Fees?

- User Fees fund programs and services that provide private benefit to individuals requesting them, with limited or no benefit to the community as a whole
- State Law requires that fees for services must reasonably relate to the cost of services being provided

# What is a User Fee Study?

- Primary objective of a User Fee Study is to determine the "reasonable" full cost of providing services
- Each fee or service's cost is calculated individually
- Develop fully burdened hourly rates for personnel
  - Salary & Benefit cost divided by billable hours
  - Layer on direct and indirect overhead as applicable to the position's department and services provided
- Up to 100% of the full cost may be recovered
- The Town may decide to set fees lower than full cost

# Objectives of User Fee Study

- Develop a rational basis for setting fees
- Understand total costs of providing services
- Identify subsidy amounts, if applicable
- Identify appropriate fee adjustments that enhance fairness and equity
- Maintain consistency with local policy and objectives, and compliance with State law
- Develop updatable, comprehensive list of fees

# Components of the Study

Willdan has used the following to determine full cost of providing each service:

- Department budgets, other cost data
- Salary and benefit information
- Staffing Structures
- Productive/billable hours
- Time estimates per program or fee
- Activity level and revenue for each program or service
- Town/Department input, feedback and policies

# Scope of the Study

- Review and calculate cost of providing services and related fees charged by the following departments and divisions:
  - General Fees
  - Police Department
  - Utility Related Fees
  - Library
  - Animal Control
  - Court
  - Fire & EMS
  - Development Department (Engineering, Planning and Building Fees)

# Summary Steps of the Study

**Data Analysis**

- Department Interviews
- Time Estimates
- Labor Costs

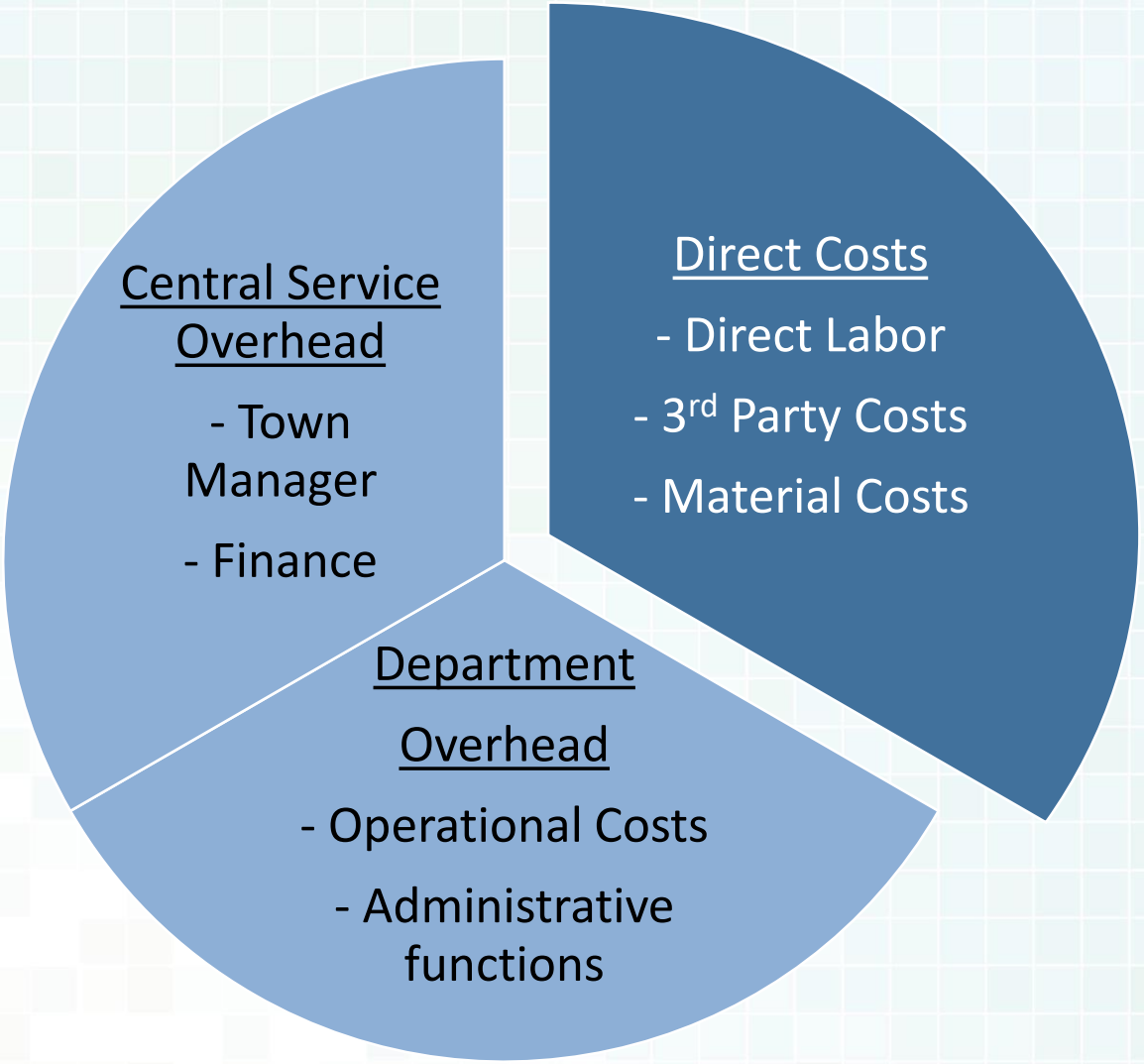
**Building Cost Layers**

- Direct Services
- Indirect Services
- Department Overhead
- Town-Wide Overhead

**Set Fees**

- Define the Full Cost of Services
- Set Cost Recovery Level

# Typical Fee Composition



# Fee Cost Composition Example

- Fully Burdened Hourly rates predominately used to calculate full cost for fees
- Important to keep in mind all processes, personnel, and indirect support involved to calculate full cost for services



# General Fees

- Current fees are subsidizing the cost of providing services, the current average subsidy for general fees is at 41%
- The suggested fees are to bring General services up closer to full cost recovery.  As a result:
  - 1 fee would be decreased, 4 fees would be increased, 31 fees would remain as currently set, and 2 new fee would be added
  - The suggested fee increases would not bring the fees to full cost recovery but would reduce the general fund subsidy to 31%

# Police Department

- Currently, the Police Department doesn't have any fees
- The Town's objective was to encourage participation and to stay competitive with surrounding municipalities. As a result:
  - 12 new fees will be added.
  - The new fees will have a high level of full cost recovery.
  - The average subsidy for new fees will be 27%
  - Comparisons to other municipalities were considered in setting the suggested fees

# Utility Related

- Current Utility Related fees are very close to the full cost recovery (the average fee subsidy is 14%)
- The suggested fees are to bring Department services up closer to full cost recovery as many services are for private benefit only. As a result:
  - There would be an increase to 15 fees, 17 fees would remain as currently set, 1 fee would be deleted, 1 fee would change from a percentage basis to per hour basis.
  - The average fee subsidy would decrease to 7%

# Library

- Library provides a community service therefore current fees are largely subsidized
- The Town's objective is to encourage participation and stay accessible and affordable to the community. As a result:
  - There would be NO increases to the existing fees
  - 5 new fees would be added to provide additional services to citizens
  - Comparisons to other municipalities were considered in setting the suggested fees

# Animal Control

- 11 fees were reviewed for this department
- The suggested fees are to encourage more responsible pet ownership and to discourage offenses or neglect of animals. As a result:
  - There would be an increase to 6 fees, 4 fees would remain as currently set, and 1 fee would be changed to a new fee structure
  - Comparisons to other municipalities were considered in setting the suggested fees

# Court

- Current fees are subsidizing the cost of providing services, the current subsidy for all Court fees is at 37%
- Many of the Court fees are set by State law or the Judge
  - As a result, there would be an increase to 2 fees and 8 fees would remain as currently set.
  - Fees are adjusted to comply with State law requirements.

# Fire & EMS

- Current fees are subsidizing the cost of providing services, the current subsidy for all Fire & EMS fees is at 19%
- The suggested fees will make more services affordable to citizens
- New fees are introduced for additional services provided by the Department
  - As a result, there would be an increase to 4 fees, 5 fees would remain as currently set, 1 fee would decrease, and 28 new fees would be added

# Engineering

- 5 fees were reviewed for this department
- Current fees are recovering full cost of service
  - As a result, 1 fee would change its structure to stay in compliance with TX HB3492 and 4 fees would remain as currently set
  - H.B. 3492 (approved in June 2023) requires that cities may no longer consider the cost of constructing or improving infrastructure for a development in determining the amount of the fee to review and inspect the improvements

# Planning

- Current fees are subsidizing the cost of providing services, the current subsidy for planning fees is at 41%
- The suggested fees are to bring Department services up closer to full cost recovery. As a result:
  - Suggested fees were adjusted to be closer to full cost recovery
  - 6 fees would see an increase, and 7 fees would remain as currently set, 1 new fee would be added, and 3 fees would be removed
  - As a result, The suggested fees would bring the subsidy down to an average of 38%

# Building

- Current fees are subsidizing the cost of providing services, the current subsidy for building fees is at 32%
- The suggested fees are to bring Department services up closer to full cost recovery. As a result:
  - There would be an increase to 36 fees, 19 fees would remain as currently set, and 5 fee would be deleted
  - The suggested fees would bring the subsidy down to the average of 13%
  - Since some commercial building fees are much lower than the full cost calculations, we are phasing the increases over two years; Council has the ability to increase the fees closer to full cost all at once if they choose

# Future Planning

- The Town of Sunnyvale has not increased the user fees since 2019 and many of the user fees are being heavily subsidized
- It is generally recommended that fee increases of more than 50% be chosen with care to limit rate shock and participation loss.
  - Some fees currently recover much less than full cost and would need greater than 50% increases to reach full cost recovery, if desired
- The project team recommends an annual review of fees and reasonable increases over time to achieve desired cost recovery levels.

# Policy Considerations

- General standard: individuals or groups who receive private benefit from service should pay 100% of cost
- In certain situations, subsidization is an effective public policy tool:
  - Encourage participation
  - Ensure compliance when cost is prohibitive to residents
  - Allow access to services
- Recommended that Town include an annual inflation factor which will allow Town Council by resolution to annually adjust fees based on CPI or other factors

# Questions





# Appendix – All Fees

# General Fees 1

| General | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| GENERAL FEES | | | | | | | | |
| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| | **Schedule of charges for copying public records** | | | **The following schedule of charges for research, reproduction or copying of public records is hereby adopted** | | | | |
| 1 | Mailing list per copy page | $5.00 | | | $0.30 | 1% | $0.30 | -$4.70 |
| 2 | Mailing labels - Water | $75.00 | | | $80.52 | 1% | $80.00 | $5 |
| 3 | Research, per copy page | $5.00 | per 30 min of research | | $33.66 | 11% | $30.00 | $25 |
| 4 | letter or legal size, first page | $0.75 | | | $1.27 | 41% | $0.75 | $0 |
| 5 | each page thereafter | $0.25 | | | $1.27 | 80% | $0.25 | $0 |
| 6 | The charge for certification, where not otherwise provided by law | $5.00 | per instrument | per document | $24.57 | 19% | $20.00 | $15 |
| **Fees for film production** | | | | | | | | |
| 7 | Application processing fee | $25.00 | Each application | | $20.28 | -23% | $25.00 | $0 |
| 8 | Total or disruptive use (regular operating hours) of a public building, park, right-of-way or public area | $500.00 | Per day | | NA | NA | $500.00 | $0 |
| 9 | Partial nondisruptive use of a public building, park, right-of-way or public area | $250.00 | Per day | | NA | NA | $250.00 | $0 |
| 10 | Total closure or obstruction of public street or rightof-way, including parking lots and on-street parking (for filming purposes) | $50.00 | Per block per day | | NA | NA | $50.00 | $0 |
| 11 | Partial closure or obstruction or public street or right-of-way, including parking lots and on-street parking (for filming purposes) | $25.00 | Per block per day | | NA | NA | $25.00 | $0 |
| 12 | Use of town parking lots, parking areas, and town streets (for the purpose of parking film trailers, buses, catering trucks and other large vehicles) | $50.00 | Per block per day | | NA | NA | $50.00 | $0 |

# General Fees 2

| GENERAL FEES | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| **Town Rentals and Deposits** | | | | | | | | |
| | **Fees/Park rental** | | | | | | | |
| 13 | Resident - deposit | $100.00 | | | $128.46 | 22% | $100.00 | $0 |
| 14 | Resident | $25.00 | Per hour | | $93.86 | 73% | $25.00 | $0 |
| 15 | Non Resident - deposit | $150.00 | | | $118.32 | NA | $150.00 | $0 |
| 16 | Non Resident - fee | $90.00 | Per Hour | | $93.86 | -7% | $100.00 | $10 |
| | **Town Hall rental** | | | | | | | |
| 17 | Deposit - General | $350.00 | | | $138.60 | NA | $350.00 | $0 |
| 18 | Cleaning Fee - General | $150.00 | | | | | $150.00 | $0 |
| 19 | Rental fee - General | $140.00 | For 3 hours | | $251.74 | 44% | $140.00 | $0 |
| 20 | Extra time - General | $40.00 | Per hour | After 3 hours | $86.13 | 54% | $40.00 | $0 |
| 21 | Cleaning Fee - 501c3 and Sunnyvale HOA | $150.00 | | | | | $150.00 | $0 |
| 22 | Rental fee - 501c3 and Sunnyvale HOA | $140.00 | For 3 hours | | $251.74 | 44% | $140.00 | $0 |
| 23 | Extra time - 501c3 and Sunnyvale HOA | $40.00 | Per hour | After 3 hours | $86.13 | 54% | $40.00 | $0 |
| 24 | Cleaning Fee - Town Partners | $150.00 | | | | | $150.00 | $0 |
| | **Field Rentals** | | | | | | | |
| 25 | Resident | $25.00 | Per hour | | $69.30 | 64% | $25.00 | $0 |
| 26 | Resident - Field set up | $50.00 | | | $148.23 | 66% | $50.00 | $0 |
| 27 | Resident - Field Lighting | $25.00 | Per hour | | NA | NA | $25.00 | $0 |
| 28 | Non Resident - deposit | $50.00 | | | $93.86 | 47% | $50.00 | $0 |
| 29 | Non Resident | $50.00 | Per hour | | $69.30 | 28% | $50.00 | $0 |
| 30 | Non Resident - Field set up | $170.00 | | | $184.22 | 7.7% | $170.00 | $0 |
| 31 | Non Resident - Field Lighting | $50.00 | Per hour | | NA | NA | $50.00 | $0 |

# General Fees 3

| GENERAL FEES | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| | **Fees for Lake Ray Hubbard Sublease Program** | | | | | | | |
| 32 | Lease Fee | $1,500.00 | | contract - CM discussion | | | $1,500.00 | $0 |
| 33 | Annual Renewal | $700.00 | Per year | contract - CM discussion | | | $700.00 | $0 |
| | **Administrative Charge fo Abatement of trash, weeds, etc.** | | | | | | | |
| 34 | Administrative Charge fo Abatement of trash, weeds, etc. | 15% | Code enforcment | 15% of cost inccured or $50 whichever is greater | | | 15% | $0 |
| | **Tennis Court Rentals** | | | | | | | |
| 35 | Non Resident - Deposit | $0.00 | | | | | $0.00 | $0 |
| 36 | Non Resident | $0.00 | Per hour | | | | $0.00 | $0 |
| | | | | | | | | |
| **Add new fees or fee replacements below** | | | | | | | | |
| New | Large Event Park Deposit (over 100 people) | new | | | $526.13 | 5% | $500.00 | NA |
| New | Staff Attendant for Large Events after 1st hour | new | per hour | reserve the right to charge this | $86.13 | 13% | $75.00 | NA |

# Police 1

| Police | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| New | Alarm Permit Fee -- new | New | per year | | $16.38 | 100% | $0.00 | NA |
| New | Alarm Permit Fee -- renewal | New | per year | | $16.38 | 8% | $15.00 | NA |
| New | Alarm Permit Fee -- reinstatement | New | | | $16.38 | 8% | $15.00 | NA |
| New | Residential False Alarm Fees -- 1-3 false alarms | New | | | $40.23 | 100% | $0.00 | NA |
| New | Residential False Alarm Fees -- 4-5 false alarms | New | | | $40.23 | 38% | $25.00 | NA |
| New | Residential False Alarm Fees -- 6-7 false alarms | New | | | $40.23 | 13% | $35.00 | NA |
| New | Residential False Alarm Fees -- 8 or more false alarms | New | | | $40.23 | -24% | $50.00 | NA |
| New | Commercial False Alarm Fees -- 1-3 false alarms | New | | | $70.40 | 100% | $0.00 | NA |
| New | Commercial False Alarm Fees -- 4-5 false alarms | New | | | $70.40 | 29% | $50.00 | NA |
| New | Commercial False Alarm Fees -- 6-7 false alarms | New | | | $70.40 | -7% | $75.00 | NA |
| New | Commercial False Alarm Fees -- 8 or more false alarms | New | | | $70.40 | -42% | $100.00 | NA |

**Add new fees or fee replacements below**

Use columns as needed and we can modify the look of it later on

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| new | Large Special Event (more than 50 people) | New | per hour per officer | | $90.51 | 1% | $90.00 | NA |

# Utility Related 1

| UTILITY RELATED FEES | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| | **Water and Sewer** | | | | | | | |
| 1 | Reconnect - business hours | $50.00 | | non-payment | $78.33 | 4% | $75.00 | 25.00 |
| 2 | Reconnect - nonbusiness hours | $100.00 | | non-payment | $97.22 | -3% | $100.00 | 0.00 |
| 3 | Late Penalty | 20% | | If payment is received after the 20th (following Monday if on weekend); Service disconnected if not paid by the date on the late notice | NA | NA | 20% | 0.00 |
| | **Residential water deposits** | | | | | | | |
| 4 | Nonrefundable service fee - Residential and Commercial | $25.00 | | | $42.08 | 41% | $25.00 | 0.00 |
| 5 | 5/8" and 3/4" meter | $150/$200 | | $150 water/$200 water and sewer | NA | NA | $150/$200 | 0.00 |
| 6 | 1" meter | $150/$200 | | $150 water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |
| New | 2" meter | $150/$200 | | $150 water/$200 water and sewer | NA | NA | $330/$450 | 180/250 |
| | **Commercial deposits** | | | | | | | |
| 7 | 5/8" and 3/4" meter | $150/$200 | | $150 water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |
| 8 | 1" meter | $150/$200 | | $150 water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |
| 9 | 1-1/2" meter | $150/$200 | | $150water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |
| 10 | 2" meter | $150/$200 | | $150 water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |
| 11 | 3" meter | $150/$200 | | $150water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |
| 12 | 4" meter | $150/$200 | | $150 water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |

# Utility Related 2

| UTILITY RELATED FEES | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| 13 | 6" meter | $150/$200 | | $150 water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |
| 14 | 8" meter | $150/$200 | | $150water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |
| 15 | 10" meter | $150/$200 | | $150 water/$200 water and sewer | NA | NA | $150/$275 | 0/75 |
| 16 | Water tap fees | Cost + 25% | | Actual cost of meter, related materials and labor plus 25% | $285.55 | NA | Cost + 25% | 0.00 |
| | **Other meter related fees** | | | | | | | |
| 17 | Meter testing - Residential | $80.00 | | free if meter is not accurate within +/-2% margin | | | At Cost | |
| 18 | Meter testing - Non Residential | $80.00 | | free if meter is not accurate within +/-2% margin | | | At Cost | |
| 19 | Move water meter | Actual cost | | | NA | NA | Cost + 25% | 0.00 |
| 20 | Tampering charge | $125 + cost | | | NA | NA | $125 + cost | 0.00 |
| 21 | Removal of unauthorized tap | 25% + cost | | | NA | NA | 25% + cost | 0.00 |
| 22 | Water turn on/off fees - Residential | $30.00 | | | $37.77 | 21% | $30.00 | 0.00 |
| 23 | Water turn on/off fees - Nonresidential | $50.00 | | | $37.77 | -32% | $50.00 | 0.00 |
| 24 | Debit/credit card charges | Actual cost | | | $10.14 | NA | Actual cost | 0.00 |
| 25 | Returned check fee | $35.00 | | | $47.64 | 27% | $35.00 | 0.00 |
| 26 | Service transfer fee | $25.00 | | | $25.29 | 1% | $25.00 | 0.00 |

# Utility Related 3

| UTILITY RELATED FEES | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| | **Cost of sewer line extensions, including materials and labor** | | | | | | | |
| 27 | Backflow prevention assembly test | $200.00 | Each separate test | | $212.28 | 6% | $200.00 | $0 |
| 28 | Backflow prevention assembly retest | $100.00 | each retest | | $112.28 | 11% | $100.00 | $0 |
| 29 | Annual registration fee for approved testers | $75.00 | Annually | | $87.28 | 14% | $75.00 | $0 |
| 30 | Annual device registration fee | $25.00 | per each | | $37.28 | 6% | $35.00 | $10 |
| 31 | Deposit fee for fire hydrant water meter with backflow prevention | $1,750.00 | per each | | NA | NA | $2,100.00 | $350 |
| 32 | Meter Installation - 1" | $550.00 | | Fee | $560.77 | 0% | $560.00 | $10 |
| 33 | Inspection fee | 4.0% | | 4% of construction costs, min $150 | NA | NA | 4% | $0 |
| 34 | After hours inspection fee | 4.5% | changed to per hour | | $71.25 | 2% | $70.00 | NA |
| | **Garbage Collection Rates** | | | | | | | |
| 35 | Garbage Collection Rates | 5.0% | | 3rd party cost + 5% | NA | NA | 3rd party cost + 5% | NA |

**Fees removed, replaced, or consolidated**

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Solid waste service permit fee REMOVE | 200.00 | Annually | In addition, the permittee shall pay quarterly to the town, ten percent (10%) of their gross receipts (excluding sales tax) of commercial/industrial solid waster collection services with in the town limits | | | | |

# Library 1

| Library | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| | **Overdue Fines** | | | | | | | |
| 1 | Item per day for most items | $0.20 | | | $0.00 | NA | $0.20 | $0 |
| 2 | per day for DVDs and Blu-rays | $1.00 | | | $0.00 | NA | $1.00 | $0 |
| | **Lost Items** | | | | | | | |
| 3 | replacement processing fee for all lost items | $10.00 | | | $10.69 | 6% | $10.00 | $0 |
| 4 | Patrons are responsible for replacement cost of items (can be waived by purchasing an item to replace at Director discretion) | | | | | | at cost | |
| | **Printing/Copy charges** | | | | | | | |
| 5 | black and white prints/copies | $0.25 | per page | | $2.23 | 89% | $0.25 | $0 |
| 6 | color prints/copies | $0.50 | per page | | $2.48 | 80% | $0.50 | $0 |
| | **Fax Services** | | | | | | | |
| 7 | outgoing faxes to local and toll-free numbers | $1.00 | per page | cover page not included in cost | $1.65 | 39% | $1.00 | $0 |
| 8 | outgoing faxes to long-distance numbers | $1.50 | per page | | $1.65 | 9% | $1.50 | $0 |
| 9 | incoming faxes | $0.50 | per page | | $0.83 | 39% | $0.50 | $0 |
| | **Product Charges** | | | | | | | |
| 10 | Hardcover Books from Ongoing Book Sale | $1.00 | | | $1.98 | 50% | $1.00 | $0 |
| 11 | Softcover Books from Ongoing Book Sale | $0.50 | | | $1.98 | 75% | $0.50 | $0 |
| 12 | Media item from Ongoing Book Sale | $3.00 | | | $1.98 | -51% | $3.00 | $0 |
| 13 | 128MB branded library USB drives | $6.00 | | | $7.33 | 18% | $6.00 | $0 |
| 14 | burnable CD-R discs | $1.00 | | | $0.00 | NA | $1.00 | $0 |

**Add new fees or fee replacements below**

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Lamination Services | 0.30 | per foot | | $6.17 | 95% | $0.30 | NA |
| | 3D Printer Charges | 0.10 | per meter of filament | | $2.03 | 95% | $0.10 | NA |
| | Cardstock for Die Cutter | 0.25 | per page | | $2.13 | 88% | $0.25 | NA |
| | Construction Paper for Die Cutter - letter size | 0.10 | per page | | $2.04 | 95% | $0.10 | NA |
| | Construction Paper for Die Cutter - poster size | 0.40 | per page | | $2.23 | 82% | $0.40 | NA |

# Animal Control 1

**Animal Control**

**ANIMAL RELATED FEES**

| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
|---|---|---|---|---|---|---|---|---|
| 1 | Registration of dangerous dogs | $130.00 | Annually | | $105.07 | -43% | $150.00 | $20 |
| 2 | Owner of a registered dangerous dog sells or moves the dog to a new address within the town | $25.00 | | the animal control officer shall issue a new registration tag to be placed on the dog's collar | $105.07 | 76% | $25.00 | $0 |
| 3 | Impound Fee / First Offense | $25.00 | | | $26.27 | -14% | $30.00 | $5 |
| 4 | Impound Fee / Additional Offenses | $50.00 | | | $26.27 | -128% | $60.00 | $10 |
| 5 | Quarantine Fee | $10.00 | Per day | Minimum 10 days | $31.13 | 68% | $10.00 | $0 |
| 6 | Boarding | $10.00 | Per day | | $31.13 | -542% | $200.00 | $190 |
| 7 | Rabies Test | $100.00 | | | | | Cost + 10% | |
| 8 | Animal Surrender Fee | $75.00 | | | $61.29 | -22% | $75.00 | $0 |
| 9 | Adoption Fee* | $80.00 | | | $70.05 | -14% | $80.00 | $0 |
| 10 | Wild Animal Permit | $130.00 | | | $105.07 | -43% | $150.00 | $20 |
| 11 | Kennel Permit | $130.00 | | | $105.07 | -43% | $150.00 | $20 |

# Court 1

| Court | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | Court | | | | | | | |
| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| | **MUNICIPAL COURT FEES** | | | | | | | |
| 1 | Fees for issuance and service of warrant of arrest | $35.00 | | | $35.55 | -41% | $50.00 | $15 |
| 2 | Service fee for defensive driving course | Service fee | | | NA | NA | Service fee | NA |
| 3 | Service fee for dismissal of expired license, registration or inspection sticker citation | $10.00 | | If renewed within ten (10) days of citation than dismissed | $35.55 | 44% | $20.00 | $10 |
| 4 | Service fee for dismissal of traffic offense or "failure to maintain financial responsibility" | Service fee | | | NA | NA | Service fee | NA |
| 5 | Fines for moving violations | $200.00 | | Violations of 25 mph and greater | NA | NA | $200.00 | $0 |
| 6 | Municipal court technology fee | $4.00 | | | NA | NA | $4.00 | $0 |
| 7 | Municipal court building security fee | $3.00 | | | NA | NA | $3.00 | $0 |
| | **Traffic Related Fees - Permits** | | | | | | | |
| 8 | Single Fee Permit | $50.00 | | | NA | NA | $50.00 | $0 |
| 9 | Periods not exceeding thirty (30) days | $60.00 | | | NA | NA | $60.00 | $0 |
| 10 | Periods not exceeding sixty (60) days | $75.00 | | | NA | NA | $75.00 | $0 |
| 11 | Periods not exceeding ninety (90) days | $100.00 | | | NA | NA | $100.00 | $0 |
| 12 | Periods not exceeding one year | $500.00 | | | NA | NA | $500.00 | $0 |

# Fire & EMS 1

**Fire & EMS Department**

**Miscellaneous Items**

| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
|---|---|---|---|---|---|---|---|---|
| | **Ambulance fees** | | | | | | | |
| 1 | Resident | $500.00 + $10.00 per mile | Per mile | $500.00 + $10.00 per mile | NA | NA | $1200.00 + $24.00 per mile | NA |
| 2 | Nonresident | $750.00 + $10.00 per mile | Per mile | $750.00 + $10.00 per mile | NA | NA | $1600.00 + $24.00 per mile | NA |
| 3 | Nontransport | $100.00 | | | $212.67 | 18% | $175.00 | $75 |
| 4 | Administrative Fee | $100.00 | | | NA | NA | $100.00 | $0 |
| 5 | Access Control Gate | $100.00 | | | $76.16 | -31% | $100.00 | $0 |
| | **Fire Fees** | | | | | | | |
| NEW | Commercial Fire Alarm Permit Fee | New | | | $162.17 | 8% | $150.00 | NA |
| 6 | Commercial Fire Alarm Systems | 1-10 = $100<br>11-25 = $150<br>26-100 = $200<br>100+ = $200+1*each (over 100) | | | $152.43 | NA | 1-10 = $100<br>11-25 = $150<br>26-100 = $200<br>100+ = $200+1*each (over 100) | 0/0/0/0 |
| 6.5 | Commercial Fire Sprinkler Permit Fee | $174.00 | | | $216.23 | 8% | $200.00 | $26 |
| 7 | Commercial Fire Sprinkler Systems | 1-19 = $100<br>20-99 = $150<br>100-200 = $200<br>200+ = $200+.50*each (over 200) | | Sample 19 sprinklers | $228.64 | NA | 1-19 = $150<br>20-99 = $200<br>100-200 = $250<br>200+ = $250+.50*each (over 200) | 0/0/50/0 |

# Fire & EMS 2

**Fire & EMS Department**

**Miscellaneous Items**

| # | Description | Current Fee/Charge | Unit | Notes | Fee Type | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
|---|---|---|---|---|---|---|---|---|---|
| 8 | Fire Suppression System | $75.00 | | | Flat | $186.74 | 20% | $150.00 | $75 |
| 9 | Under/Above Ground Storage Tank | $100.00 | | | Flat | $103.19 | 3% | $100.00 | $0 |
| 10 | Residential - Fire Dept. Reinspection -1st time | $50.00 | | Fee | Flat | $65.11 | 100% | $0.00 | -$50 |
| New | Residential - Fire Dept. Reinspection -2nd time | $50.00 | | | | $65.11 | 23% | $50.00 | NA |
| New | Residential - Fire Dept. Reinspection - more than 2 inspections | $50.00 | | | | $65.11 | -54% | $100.00 | NA |
| New | Commercial - Fire Dept. Reinspection -1st time | $50.00 | | | | $103.19 | 100% | $0.00 | NA |
| New | Commercial - Fire Dept. Reinspection - 2nd time | $50.00 | | | | $103.19 | 52% | $50.00 | NA |
| New | Commercial - Fire Dept. Reinspection - more than 2 inspections | $50.00 | | | | $103.19 | 3% | $100.00 | NA |
| 11 | Fireworks/Pyrotechnics Display | $50.00 | | Fee | Flat | $54.06 | 8% | $50.00 | $0 |

**Add new fees or fee replacements below**

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| New | Residential False Alarm Fees -- 1-3 false alarms | New | | | penalty | $195.01 | 100% | $0.00 | NA |
| New | Residential False Alarm Fees -- 4-5 false alarms | New | | | penalty | $195.01 | 87% | $25.00 | NA |
| New | Residential False Alarm Fees -- 6-7 false alarms | New | | | penalty | $195.01 | 82% | $35.00 | NA |
| New | Residential False Alarm Fees -- 8 or more false alarms | New | | | penalty | $195.01 | 74% | $50.00 | NA |
| New | Commercial False Alarm Fees -- 1-3 false alarms | New | | | penalty | $195.01 | 100% | $0.00 | NA |
| New | Commercial False Alarm Fees -- 4-5 false alarms | New | | | penalty | $195.01 | 74% | $50.00 | NA |
| New | Commercial False Alarm Fees -- 6-7 false alarms | New | | | penalty | $195.01 | 62% | $75.00 | NA |
| New | Commercial False Alarm Fees -- 8 or more false alarms | New | | | penalty | $195.01 | 49% | $100.00 | NA |

# Fire & EMS 3

**Fire & EMS Department**

**Miscellaneous Items**

| # | Description | Current Fee/Charge | Unit | Notes | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
|---|---|---|---|---|---|---|---|---|
| New | High pile storage system plan review | New | | | $108.11 | 8% | $100.00 | NA |
| New | High pile storage system permit | New | | | $324.34 | 8% | $300.00 | NA |
| New | High pile storage system permit Renewal | New | Per Year | | $270.28 | 45% | $150.00 | NA |
| | | | | | | | | |
| New | Residential Fire Plan Review Fee | New | | | $216.23 | 8% | $200.00 | NA |
| New | Commercial Fire Plan Review Fee | New | | | $113.75 | -10% | $125.00 | NA |
| New | Fire Truck Special Event Permit | New | per hour | | $115.41 | -8% | $125.00 | NA |
| New | Burning Permit | New | | | $90.54 | -10% | $100.00 | NA |
| | | | | | | | | |
| New | Red Tag Fee | New | | when system is shut down | $108.11 | 54% | $50.00 | NA |
| New | Same Day/After Hours Inspecction | New | | | $162.17 | 38% | $100.00 | NA |
| New | Annual Inpection | New | | | $108.11 | 100% | $0.00 | NA |
| New | Annual Reinspection | New | | | $108.11 | 54% | $50.00 | NA |
| New | Paint Booth Extinguishing System Permit | New | | includes fees for review and inspection | $135.14 | 0% | $135.00 | NA |
| New | Smoke Management Systems -- Inspection Admin | New | | FD does inspections, 3rd party does reviews | $81.08 | 38% | $50.00 | NA |
| New | Smoke Management Systems -- Inspection | New | per floor | | $81.08 | 38% | $50.00 | NA |

# Engineering 1

| Engineering | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Notes | Fee Type | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| | **Engineering application fees** | | | | | | | | |
| 1 | Civil construction plans | $1,475.00 | Each | 1st and 2nd | Flat | $1,398.18 | -5.5% | $1,475.00 | $0 |
| 2 | Civil construction plans - added review | $375.00 | Each | After 2nd | Flat | $384.74 | 2.5% | $375.00 | $0 |
| 3 | Single residential lot | $280.00 | | | Flat | $251.48 | -11% | $280.00 | $0 |
| 4 | Minor utility (100' <) | $180.00 | | | Flat | $157.18 | -15% | $180.00 | $0 |
| 5 | Engineering Inspection | 3% of Value | | | | | | 3rd party cost | |

# Planning 1

| Planning | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Notes | Fee Type | Full Cost | Subsidy % | Suggested Fee | Fee Δ |
| | **Zoning application fees** | | | | | | | | |
| 1 | Zoning change | $950.00 | | plus $15/acre. | Flat | $1,492.68 | NA | 950+25 | +10 per acre |
| 2 | Specific Use Designation (SUD) | $950.00 | (remove plus per acre) | plus $10/acre. | Flat | $949.66 | 0% | $950.00 | $0 |
| 4 | PD development | $900.00 | | plus $10/acre. | Flat | $1,643.43 | NA | 950+25 | +15 per acre |
| 5 | Variance request | $720.00 | | | Flat | $1,093.55 | 22% | $850.00 | $130 |
| | **Platting application fees** | | | | | | | | |
| 6 | Preliminary plat | $800.00 | | plus $10.00/lot. | Flat | $1,492.68 | NA | 800 + 10/lot | $0 |
| 7 | Final plat | $800.00 | | plus $5.00/lot | Flat | $1,649.85 | NA | 800 + 10/lot | +5 per lot |
| 8 | Replat - Residential | $800.00 | | (add plus $10.00/lot) | Flat | $1,492.68 | NA | 800 + 10/lot | +10 per lot |
| New | Replat - Commercial | $800.00 | | | | $1,555.55 | 49% | $800.00 | NA |
| 9 | Amending plat | $500.00 | | | Flat | $1,359.42 | 63% | $500.00 | $0 |
| 10 | Minor Plat | $500.00 | | | Flat | $1,019.40 | 51% | $500.00 | $0 |
| | **Site plan application fees** | | | | | | | | |
| 11 | New Site plan | $1,000.00 | | plus $5.00/acre | Flat | $1,618.42 | NA | 1300 + 5 | 300/0 |
| 12 | Amended Site Plan | $700.00 | | plus $5.00/acre | Flat | $1,082.60 | NA | 700 + 5 | $0 |
| 14 | Tree survey/mitigation plan | $400.00 | | | Flat | $683.47 | 41% | $400.00 | $0 |
| 15 | Commercial Building Elevations Only | $400.00 | | | Flat | $683.47 | 41% | $400.00 | $0 |

**Add new fees or fee replacements below**

Use columns as needed and we can modify the look of it later on

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Replat - Commercial | 800.00 | | | | $1,555.55 | 49% | $800.00 | NA |

# Building 1

| BUILDING RELATED FEES | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Full Cost | Subsidy % | Suggested Fee Year 1 | Fee Δ | Suggested Fee Year 2 |
| | **Contractor registration** | | | | | | | |
| 1 | General contractor | $75.00 | | $98.27 | 24% | $75.00 | $0 | |
| 2 | Sign company | $75.00 | | $98.27 | 24% | $75.00 | $0 | |
| 3 | Fence company | $75.00 | | $98.27 | 24% | $75.00 | $0 | |
| 4 | Concrete company | $75.00 | | $98.27 | 24% | $75.00 | $0 | |
| 5 | House moving | $75.00 | | $98.27 | 24% | $75.00 | $0 | |
| | **Commercial permit fees** | | | | | | | |
| 6 | Commercial building | $150.00 | | $295.36 | 15% | $250.00 | $100 | $290.00 |
| 7 | first 10,000 square feet | $0.08 | Per square foot | $0.20 | 28% | $0.14 | $0.06 | $0.20 |
| 8 | plus second 10,000 square feet | $0.06 | Per square foot | $0.11 | 29% | $0.08 | $0.02 | $0.11 |
| 9 | plus over 20,000 square feet | $0.04 | Per square foot | $0.06 | -1% | $0.06 | $0.02 | $0.06 |
| 10 | Accessory building (not a garage) | $0.10 | Per square foot | $0.33 | 39% | $0.20 | $0.10 | $0.30 |
| 11 | Commercial - Electrical | $163.00 | | $197.09 | 1% | $195.00 | $32 | |
| 12 | Commercial - Heat and air conditioning | $163.00 | | $197.09 | 1% | $195.00 | $32 | |
| 13 | Commercial - Plumbing | $163.00 | | $197.09 | 1% | $195.00 | $32 | |
| 14 | Sprinkler system (fire) | $174.00 | | $260.44 | 0% | $260.00 | $86 | |
| 15 | Sprinkler system (lawn) | $100.00 | | $174.50 | 3% | $170.00 | $70 | |
| 16 | Sewer tap cost | Cost + 25% | | $248.85 | NA | Cost + 25% | NA | |
| 17 | Pre-inspections of structures | $175.00 | flat fee | $205.97 | 0% | $205.00 | $30 | |
| 18 | Second Inspection | $50.00 | | $126.22 | 21% | $100.00 | $50 | |

# Building 2

| BUILDING RELATED FEES | | | | | | | |
|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Full Cost | Subsidy % | Suggested Fee Year 1 | Fee Δ |
| 19 | Reinspection - After Second Inspection | $100.00 | | $203.30 | 2% | $200.00 | $100 |
| 20 | Certificate of occupancy | $175.00 | | $243.80 | 2% | $240.00 | $65 |
| 21 | Construction trailer | $100.00 | | $123.11 | 3% | $120.00 | $20 |
| 22 | Temporary signs (30 days) | $25.00 | | $49.13 | 8% | $45.00 | $20 |
| 23 | Commercial - Fence permit | $100.00 | | $123.11 | 3% | $120.00 | $20 |
| 24 | The installation of a tennis center, tennis court or any other outdoor paved game surface | $100.00 | | $197.09 | 4% | $190.00 | $90 |
| 25 | Curb cutting and driveway approaches | $100.00 | | $123.11 | 3% | $120.00 | $20 |
| 26 | Moving buildings or structures | $160.00 | | $197.09 | 4% | $190.00 | $30 |
| | **Sign Fees** | | | | | | |
| 27 | Sign Permit | $100.00 | | $298.16 | 33% | $200.00 | $100 |
| 28 | Freestanding major freeway signs | $125.00 | | $249.02 | 40% | $150.00 | $25 |
| 29 | Temporary promotional signs | $25.00 | | $98.27 | 49% | $50.00 | $25 |
| | **BUSINESS RELATED FEES** | | | | | | |
| 30 | Fee for sexually oriented businesses | $500.00 | Annually | $733.72 | 1% | $730.00 | $230 |
| 31 | Fee for peddlers and solicitors permit | $150.00 | Annually | $207.62 | 4% | $200.00 | $50 |
| 32 | Permit fee for food service establishment | $200.00 | Annually | $248.27 | 3% | $240.00 | $40 |
| | **Residential Building Permit Fees** | | | | | | |
| 33 | Residential Building Permit Fee | $0.96 | sq. ft. | $1.21 | 1% | $1.20 | $0.24 |

| Supplemental Development Fees | | | | | | | |
|---|---|---|---|---|---|---|---|
| 34 | Commercial - Backflow | $100.00 | | $100.52 | 1% | $100.00 | $0 |
| 35 | Commercial - Irrigation | $100.00 | | $100.52 | 1% | $100.00 | $0 |
| 36 | Commercial - Mechanical | $100.00 | | $100.52 | 1% | $100.00 | $0 |
| 37 | Above Ground Tank Temporary | $100.00 | | $163.39 | 23% | $125.00 | $25 |

# Building 3

| BUILDING RELATED FEES | | | | | | | |
|---|---|---|---|---|---|---|---|
| # | Description | Current Fee/Charge | Unit | Full Cost | Subsidy % | Suggested Fee Year 1 | Fee Δ |
| 38 | Same Day Inspection | $100.00 | | $201.05 | 13% | $175.00 | $75 |
| 39 | Temporary Health Permit | $100.00 | | $196.54 | 24% | $150.00 | $50 |
| 40 | Demolition | $100.00 | | $288.76 | 31% | $200.00 | $100 |
| 41 | Foundation Repair | $100.00 | | $288.76 | 31% | $200.00 | $100 |
| 42 | Residential Electrical | $100.00 | | $100.52 | 1% | $100.00 | $0 |
| 43 | Residential Fence Permit | $50.00 | | $237.37 | 47% | $125.00 | $75 |
| 44 | Residential Fire Sprinkler | $270.00 | | $308.13 | 3% | $300.00 | $30 |
| 45 | Residential Lawn Sprinkler System | $100.00 | | $100.52 | 1% | $100.00 | $0 |
| 46 | Residential Mechanical | $100.00 | | $100.52 | 1% | $100.00 | $0 |
| 47 | Residential Plumbing | $100.00 | | $100.52 | 1% | $100.00 | $0 |
| 48 | Residential Propane | $100.00 | | $100.52 | 1% | $100.00 | $0 |
| 49 | Residential Re-permit Fee | permit fee cost | | Variable | NA | permit fee cost | NA |
| 50 | Retaining Wall | $100.00 | | $248.85 | 20% | $200.00 | $100 |
| 51 | Roof/Re-roof | $100.00 | | $174.50 | 28% | $125.00 | $25 |
| 52 | Swimming Pool | $220.00 | | $271.07 | 19% | $220.00 | $0 |
| 53 | Single Family Plan Review | $150.00 | per address | $197.09 | 24% | $150.00 | $0 |
| 54 | Plan Review Fee - Commercial | 60% of permit | | NA | NA | 60% of permit | 0% |
| 55 | Residential rental property inspection fee | $100.00 | | $123.11 | 19% | $100.00 | $0 |