

Memorandum



CITY OF DALLAS

DATE June 17, 2016

TO Honorable Members of the Budget, Finance & Audit Committee: Jennifer S. Gates (Chair), Philip T. Kingston (Vice Chair), Erik Wilson, Rickey D. Callahan, Scott Griggs, Lee M. Kleinman

SUBJECT Study of Fees for Service

On Monday, June 20, 2016, the Budget, Finance & Audit Committee will be briefed on the "Study of Fees for Service". The briefing is attached for your review.

Please let me know if you need additional information.


Jeanne Chipperfield
Chief Financial Officer

Attachment

cc: Honorable Mayor and Members of the City Council
AC Gonzalez, City Manager
Christopher D. Bowers, Interim City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager

Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Joey Zapata, Assistant City Manager
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council

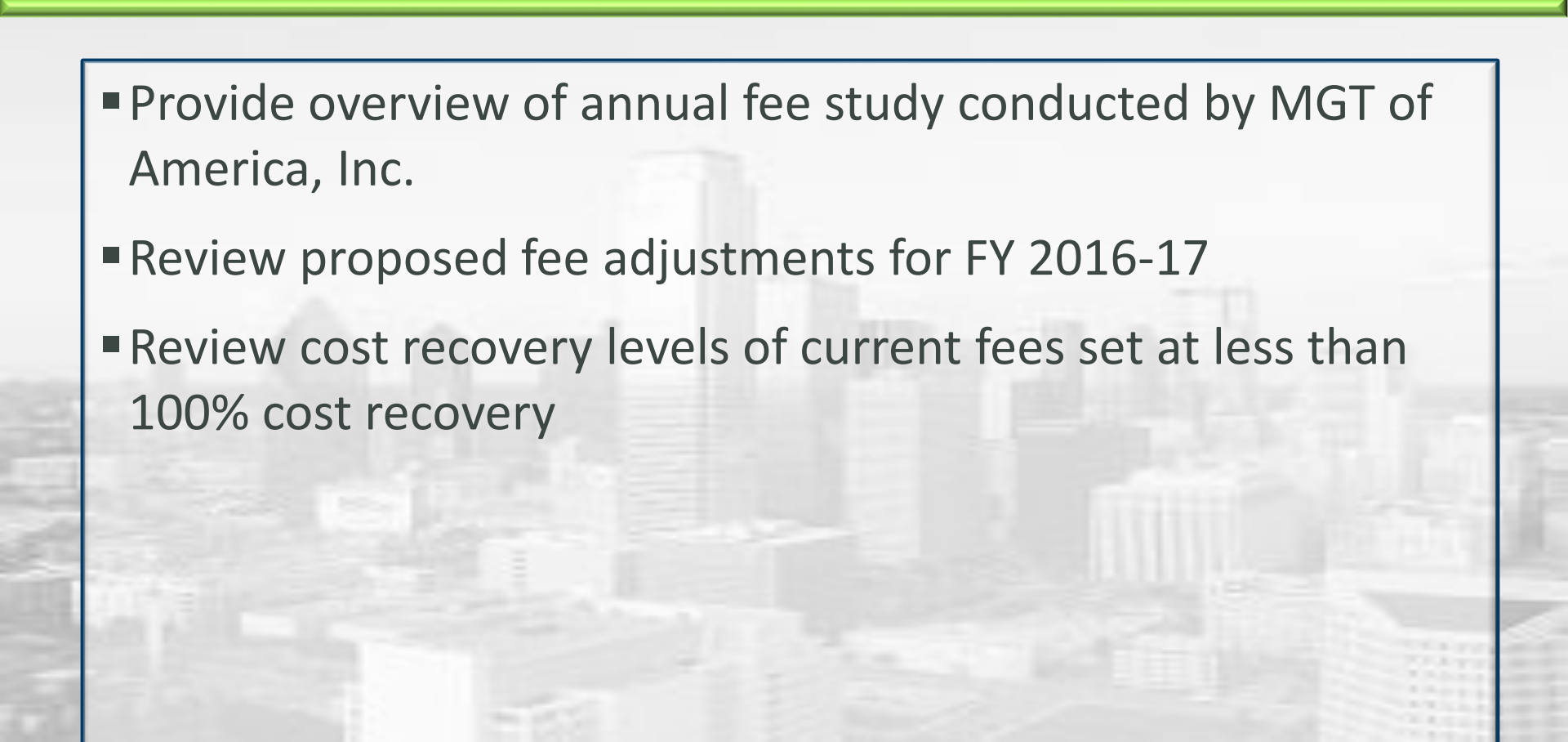
Study of Fees for Service

Budget, Finance and Audit Committee
June 20, 2016



Outline

A dark, high-contrast photograph of a city skyline at night, with numerous skyscrapers illuminated by lights. The image is positioned at the top of the slide, above a green horizontal bar.

- Provide overview of annual fee study conducted by MGT of America, Inc.
 - Review proposed fee adjustments for FY 2016-17
 - Review cost recovery levels of current fees set at less than 100% cost recovery
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- A grayscale, slightly blurred photograph of a city skyline, showing various buildings and structures. This image serves as a background for the main content area of the slide.

Background

- The City's Financial Management Performance Criteria (FMPC) #15 requires:
 - An annual review of selected fees and charges to be conducted to determine the extent to which the full cost of associated services is being recovered
 - Fees and charges to be reviewed at least once every four years
- City contracted with MGT of America, Inc. for fee/cost recovery study
 - FY 2015-16 is MGT's 4th year as City's consultant

FY 2015-16 Fee Study

- Current fee study includes following departments:

- Library – 66 fees
- Sanitation – 10 fees
- Sustainable Development – 61 fees

*Code Compliance is conducting a separate fee study to analyze new Single-Family Rental Properties Program

- Study is comprised of hourly rates of staff providing service and time spent to provide service
- Total cost is recognized as sum of direct cost together with a proportionated share of allowable indirect costs
- MGT calculated cost of providing each service, both on per-unit and total annual basis

FY 2015-16 Fee Study

- Consultant's focus is on cost and time allocation
- Staff recommendations also consider:
 - Market comparisons
 - Incenting behavior
 - Price elasticity
 - Council priorities
 - Magnitude of increase

FY 2015-16 Fee Study – Library

- Cost centers and programs included in FY 2015-16 fee study:
 - Circulation
 - Central Library room rentals
 - Branch Library room rentals
- Combined cost recovery level for Library fees is 85%
- No proposed fee adjustment
 - Circulation fees are set at a rate to encourage use of libraries
 - Room rental fees are market priced and not driven by cost (Library staff have determined that rates are competitively set as is and encourage use)

FY 2015-16 Fee Study – Sanitation

- Cost centers and programs included in FY 2015-16 fee study:
 - Residential
 - Commercial
 - Animal pick up fees
- Combined cost recovery level for studied fees is 97%
 - Full cost recovery once extra cart and recycling revenues are included
- Sanitation Department's proposed fees are determined using an internal fee/revenue methodology that is reviewed by City Auditor's Office annually
- Consultant's fee study serves as an additional independent review to ensure that City is not over-recovering on Sanitation's fees

FY 2015-16 Fee Study – Sanitation

- Current projections will require \$1.53 per month increase in sanitation fee from \$22.79 to \$24.32 per month
 - Fee increase due primarily to:
 - Increase in day labor contract
 - Step-up in franchise fee from 1% to 2% for street/alley maintenance
 - Decline in revenues from sale of recyclables (commodity price reductions)
 - Other expenses such as fleet, fuel, IT, pension, etc. have not yet been factored into cost of service
- Gate rate at McCommas Bluff landfill is still under review for adjustment

FY 2015-16 Fee Study – Sustainable Development and Construction Services

- Cost centers and programs included in FY 2015-16 fee study:
 - Engineering (Enterprise Fund)
 - Zoning (Enterprise Fund)
 - Historic Preservation (General Fund)
- Combined cost recovery level for engineering and zoning fees is 51%
 - Fees set to remain competitive with area cities on pre-development applications
- Combined cost recovery level for historic preservation fees is 0%
 - Fees set to reflect council priorities to encourage preservation
- Proposed fee adjustments will increase enterprise fund revenue by \$90K

FY 2015-16 Fee Study – Summary

- Library – no revenue impact
- Sanitation – no revenue impact to General Fund
- Sustainable Development – no revenue impact to General Fund

A nighttime photograph of a city skyline. A tall, illuminated skyscraper is the central focus on the left side. Other buildings and lights are visible in the background, creating a dense urban scene.

Current Cost Recovery Levels Set at less than 100%

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Cost Recovery Levels

- As mentioned, departments consider several factors other than cost when setting fees such as:
 - Market analysis
 - Community-wide benefits vs individual benefits
 - Etc.
- Fees within following departments are currently set at less than 100% cost recovery based on most recent fee studies:
 - Library (discussed earlier)
 - Code Compliance
 - Parks and Recreation
 - Dallas Fire Rescue

Code Compliance Fees

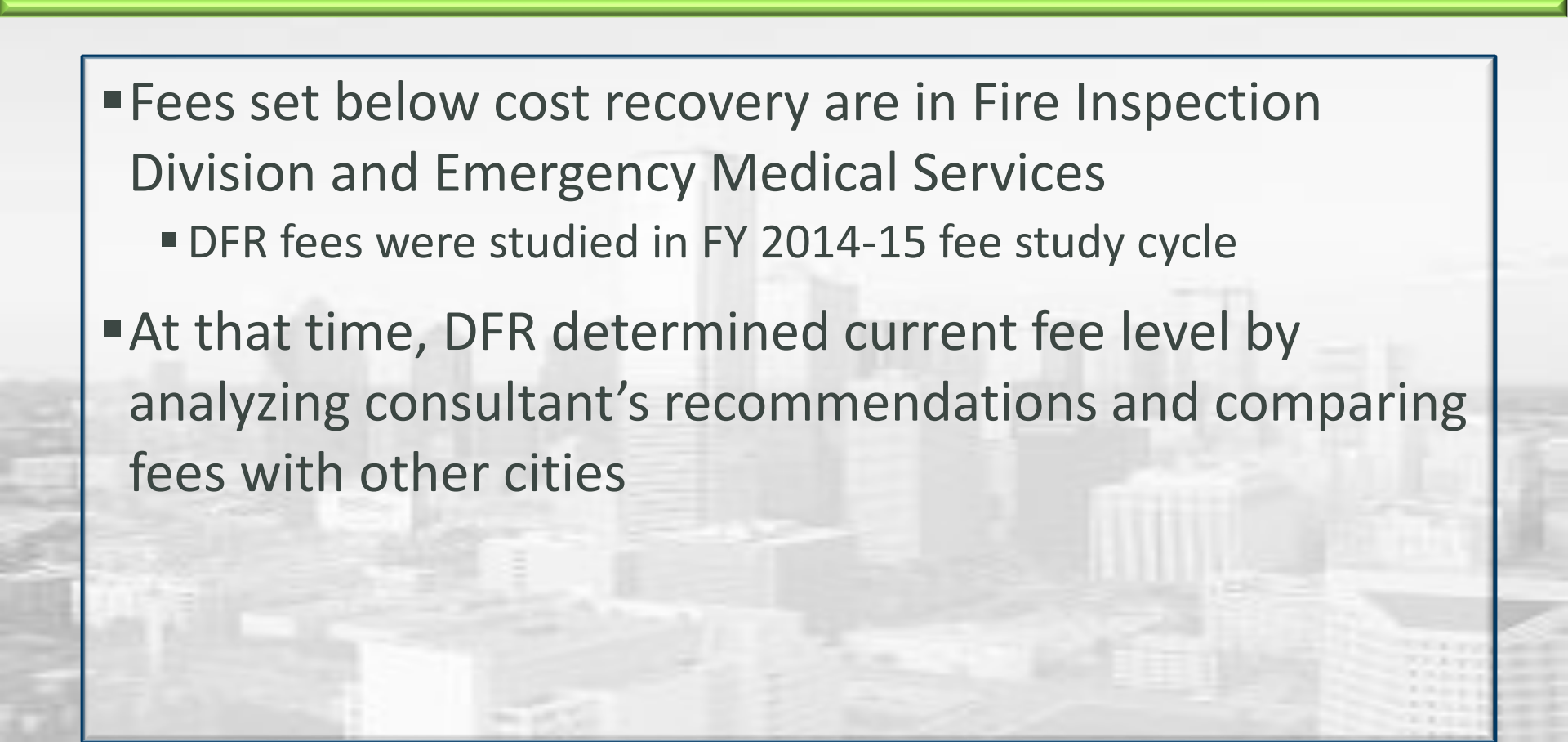
- Fees set below cost recovery are primarily in Dallas Animal Services
 - Fees such as adoption and surgery fees are set below full cost recovery to encourage adoptions and spay/neuter services
- Other fees such as garage sale and group housing permit fees are set below full cost recovery to encourage participation and compliance

Parks and Recreation Fees

- Fees such as field rentals and pool admissions have historically been set at a rate less than full cost recovery in order to be competitive with neighboring cities and to encourage citizen participation
 - Proposal to increase field rental fees will be presented to Park Board later this year
 - Updated fee study will be included in new aquatics plan

Dallas Fire Rescue Fees

A night-time photograph of the Dallas skyline, showing illuminated skyscrapers and buildings against a dark sky. The image is positioned at the top of the slide, above a green horizontal bar.

- Fees set below cost recovery are in Fire Inspection Division and Emergency Medical Services
 - DFR fees were studied in FY 2014-15 fee study cycle
 - At that time, DFR determined current fee level by analyzing consultant's recommendations and comparing fees with other cities
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- A daytime photograph of the Dallas skyline, showing a dense cluster of buildings and skyscrapers. The image is faded and serves as a background for the text box.

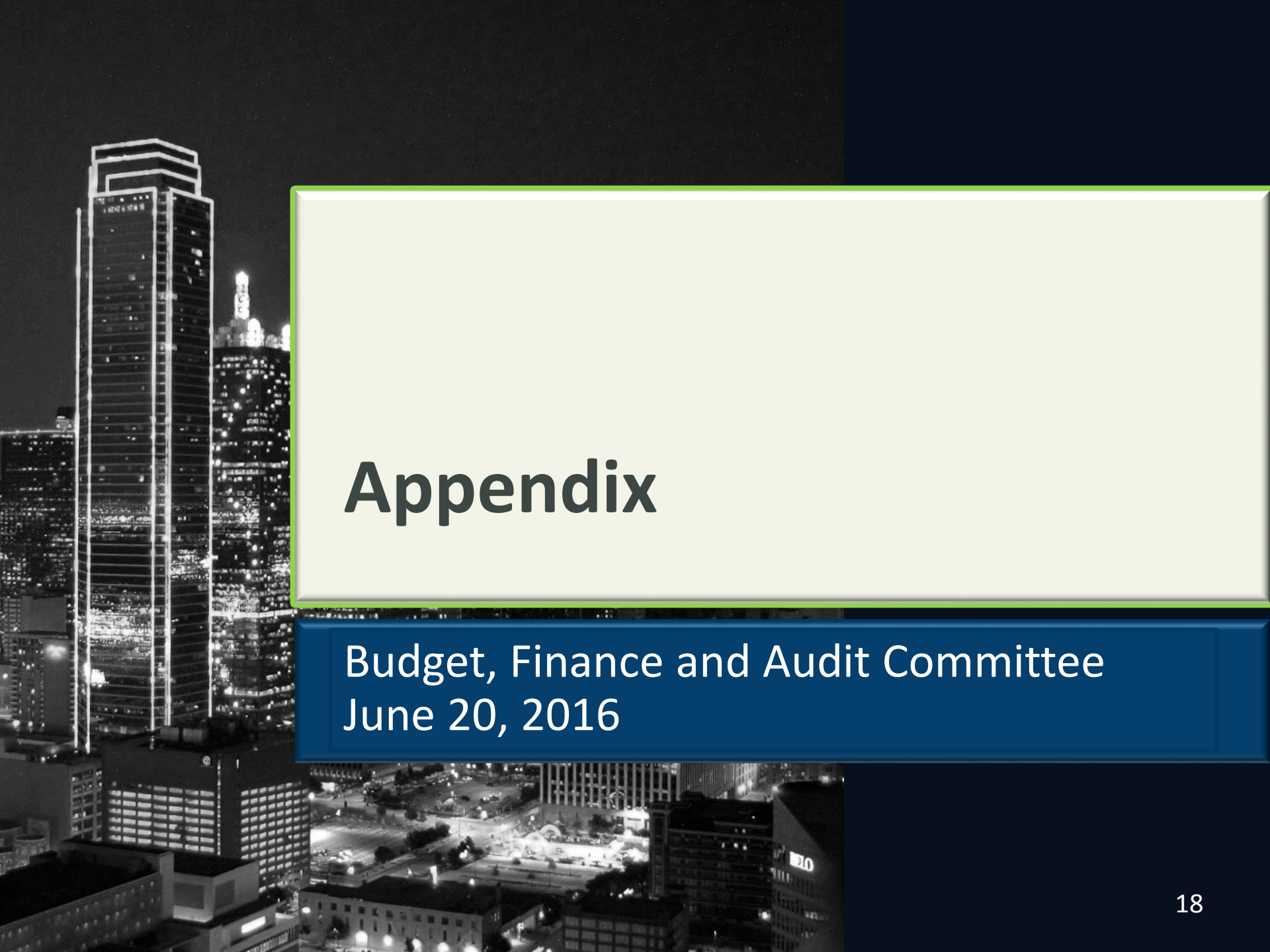
Dallas Fire Rescue Fees

- Potential fee adjustments in DFR include:
 - Increase EMS transport fee to recover 100% of costs
 - Resident fee could increase \$93 from \$1,485 to \$1,578 (full cost) and potentially increase revenue by \$457K
 - Non-resident fee currently set at \$1,578 and will be reviewed further
 - Re-analyze inspection fees that have city subsidies of \$100K or more
 - Potential revenue increase of \$1.2M

A nighttime photograph of a city skyline. A tall, dark skyscraper with a white outline is the central focus on the left. Other buildings are lit up with various lights, and a street with cars is visible in the lower part of the image. The sky is dark.

Questions & Comments

Budget, Finance and Audit Committee
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A nighttime photograph of a city skyline. A tall, dark skyscraper with a white outline is the central focus on the left. Other buildings are lit up with various lights, and a street with cars is visible in the lower part of the image. The background is dark, suggesting it is nighttime.

Appendix

Budget, Finance and Audit Committee
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Appendix A: FY 2015-16 Fee Study

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Proposed Fee per Unit	Proposed Recovery Level	Annual Revenue based off Proposed Fee	Proposed City Subsidy
Library									
1	Central Auditorium –non-profit – 4 hours count	24	\$102	\$140	137%	\$140	137%	\$3,360	-\$916
2	Central Auditorium –non-profit – 4+ hours count	0	\$153	\$180	118%	\$180	118%	\$0	\$0
3	Central Auditorium –profit – 2 hours count	1	\$180	\$200	111%	\$200	111%	\$200	-\$20
4	Central Auditorium –profit – 4+ hours count	2	\$396	\$500	126%	\$500	126%	\$1,000	-\$207
5	Central Auditorium –City Dept– 1-2 hours count	0	\$25	\$50	196%	\$50	196%	\$0	\$0
6	Dallas East - non-profit – 4+ hours count	0	\$59	\$60	101%	\$60	101%	\$0	\$0
7	Dallas East - profit – 4+ hours count	0	\$144	\$150	104%	\$150	104%	\$0	\$0
8	Dallas East - City Dept– 1-2 hours count	0	\$25	\$20	79%	\$20	79%	\$0	\$0
9	Dallas East - City Dept– 2-4 hours count	0	\$29	\$30	105%	\$30	105%	\$0	\$0
10	Dallas East - City Dept– 4+ hours count	5	\$44	\$40	90%	\$40	90%	\$200	\$22
11	Dallas West - non-profit – 3-4 hours count	4	\$43	\$50	118%	\$50	118%	\$200	-\$30
12	Dallas West - non-profit – 4+ hours count	34	\$57	\$60	105%	\$60	105%	\$2,040	-\$90
13	Dallas West - City Dept– 4+ hours count	0	\$25	\$40	157%	\$40	157%	\$0	\$0
14	Dallas East/West - non-profit – 2 hours count	3	\$51	\$80	157%	\$80	157%	\$240	-\$87
15	Dallas East/West - non-profit – 4 hours count	1	\$74	\$100	135%	\$100	135%	\$100	-\$26
16	Dallas East/West - non-profit – 4+ hours count	6	\$81	\$120	149%	\$120	149%	\$720	-\$237
17	Hamon Training - non-profit – 1-2 hours count	4	\$94	\$125	133%	\$125	133%	\$500	-\$124
18	Hamon Training - non-profit – 2-4 hours count	2	\$188	\$225	120%	\$225	120%	\$450	-\$74
19	Hamon Conference - non-profit – 2-4 hours count	1	\$102	\$150	147%	\$150	147%	\$150	-\$48
20	Laurie Evans Studio - non-profit 1-2 hours	0	\$31	\$50	160%	\$50	160%	\$0	\$0
21	Laurie Evans Studio - non-profit 2-4 hours	0	\$43	\$60	140%	\$60	140%	\$0	\$0
22	Laurie Evans Studio - non-profit 4+ hours	2	\$49	\$70	144%	\$70	144%	\$140	-\$43
23	Laurie Evans Studio - profit 1-2 hours	8	\$86	\$100	117%	\$100	117%	\$800	-\$114
24	Laurie Evans Studio - profit 2-4 hours	4	\$97	\$125	128%	\$125	128%	\$500	-\$111
25	Laurie Evans Studio - profit 4+ hours	2	\$106	\$160	151%	\$160	151%	\$320	-\$109
26	O’Hara - profit– 3-4 hours count	2	\$263	\$300	114%	\$300	114%	\$600	-\$74
27	O’Hara - non-profit – 3-4 hours count	7	\$102	\$140	137%	\$140	137%	\$980	-\$267
28	O’Hara - City Dept– 4+ hours count	0	\$118	\$130	110%	\$130	110%	\$0	\$0
29	O’Hara - City Dept -3-4 hours count	0	\$76	\$90	118%	\$90	118%	\$0	\$0
30	McDermott - profit – 4+ hours count	0	\$157	\$160	102%	\$160	102%	\$0	\$0
31	McDermott - City Dept– 4+ hours count	0	\$72	\$70	97%	\$70	97%	\$0	\$0
32	Gates - non-profit – 3-4 hours count	9	\$54	\$50	92%	\$50	92%	\$450	\$37
33	Card Replacement - Lost Card	6,850	\$2	\$4	175%	\$4	175%	\$27,400	-\$11,779
34	Card Replacement - Lookup	2,600	\$2	\$1	66%	\$1	66%	\$2,600	\$1,353

*Shaded fees are proposed to change in FY 2017

**A negative city subsidy is a result of a fee set more than cost

Appendix A: FY 2015-16 Fee Study

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Proposed Fee per Unit	Proposed Recovery Level	Annual Revenue based off Proposed Fee	Proposed City Subsidy
35	Photocopy Fee	80,000	\$0.09	\$.15	164%	\$.15	164%	\$12,000	-\$4,703
36	Printout Fee - Black & White	603,333	\$0.27	\$.25	94%	\$.25	94%	\$150,833	\$9,684
37	Resident Cards	39,958	\$3	\$0	0%	\$0	0%	\$0	\$121,495
38	Non-Residents 0-5 Items	34	\$26	\$25	95%	\$25	95%	\$850	\$45
39	Non-Residents 15 Items	1	\$79	\$60	76%	\$60	76%	\$60	\$19
40	Non-Residents - Unlimited Items	200	\$769	\$250	32%	\$250	32%	\$50,000	\$103,874
41	Mail In-Depth Reference Fee	46	\$66	\$35	53%	\$35	53%	\$1,602	\$1,398
42	Lost or Damaged Item Processing	17,643	\$17	\$28	160%	\$28	160%	\$494,004	-\$185,786
43	Branch Auditorium - Profit - 1-2 hrs	3	\$129	\$125	97%	\$125	97%	\$375	\$12
44	Branch Auditorium - Profit - 2-4 hrs	0	\$245	\$165	67%	\$165	67%	\$0	\$0
45	Branch Auditorium - Profit 4+ hrs	0	\$368	\$205	56%	\$205	56%	\$0	\$0
46	Branch Auditorium - Non Profit - 1-2 hrs	30	\$214	\$25	12%	\$25	12%	\$750	\$5,680
47	Branch Auditorium - Non Profit 3-4 hrs	15	\$334	\$45	13%	\$45	13%	\$675	\$4,333
48	Branch Auditorium - Non Profit - 4+hrs	0	\$368	\$65	18%	\$65	18%	\$0	\$0
49	Branch Auditorium - City Dept - 1-2 hrs	0	\$123	\$25	20%	\$25	20%	\$0	\$0
50	Branch Auditorium - City Dept - 2-4 hrs	0	\$245	\$30	12%	\$30	12%	\$0	\$0
51	Branch Auditorium - City Dept - 4+ hrs	0	\$368	\$50	14%	\$50	14%	\$0	\$0
52	Branch Conference Room - Profit 1-2 hrs	9	\$146	\$50	34%	\$50	34%	\$450	\$867
53	Branch Conference Room - Profit - 2-4 hrs	5	\$269	\$80	30%	\$80	30%	\$400	\$944
54	Branch Conference Room - Profit - 4+ hrs	24	\$573	\$110	19%	\$110	19%	\$2,640	\$11,116
55	Branch Conference Room - Non Profit - 1-2 hrs	130	\$507	\$10	2%	\$10	2%	\$1,300	\$64,601
56	Branch Conference Room - Non Profit - 2-4 hrs	27	\$400	\$20	5%	\$20	5%	\$540	\$10,260
57	Branch Conference Room - Non Profit - 4+ hrs	3	\$385	\$30	8%	\$30	8%	\$90	\$1,066
58	Branch Conference Room - City Dept - 1-2 hrs	0	\$123	\$10	8%	\$10	8%	\$0	\$0
59	Branch Conference Room - City Dept - 2-4hrs	0	\$245	\$15	6%	\$15	6%	\$0	\$0
60	Branch Conference Room - City Dept - 4+ hrs	0	\$368	\$20	5%	\$20	5%	\$0	\$0
61	Branch Black Box - Non profit - 1-2 hrs	0	\$121	\$25	21%	\$25	21%	\$0	\$0
62	Branch Black Box - Non profit - 2-4hrs	0	\$242	\$45	19%	\$45	19%	\$0	\$0
63	Branch Black Box - Non profit - 4+ hrs	0	\$363	\$65	18%	\$65	18%	\$0	\$0
64	Branch Black Box - Profit - 2 hrs	0	\$121	\$125	103%	\$125	103%	\$0	\$0
65	Branch Black Box - Profit - 2-4hrs	0	\$242	\$165	68%	\$165	68%	\$0	\$0
66	Branch Black Box - Profit - 4+ hrs	0	\$363	\$205	56%	\$205	56%	\$0	\$0
Total Library								\$759,519	\$131,963
Sanitation Services (Enterprise Fund)									
67	Animal Clinic Pickups	198	\$19	\$90.18	485%	\$90	485%	\$17,856	-\$14,174

*Shaded fees are proposed to change in FY 2017

**A negative city subsidy is a result of a fee set more than cost

Appendix A: FY 2015-16 Fee Study

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Proposed Fee per Unit	Proposed Recovery Level	Annual Revenue based off Proposed Fee	Proposed City Subsidy
68	Animal Pickups - Large	200	\$66	\$100	152%	\$100	152%	\$20,000	-\$6,837
69	Animal Pickups (part of monthly residential fee)	28,000	\$19	\$0	0%	\$0	0%	\$0	\$535,260
70	Resid/APT/Condo/MH/Mixed Use x units plus \$10.56 per month for each additional rollcart requested	2,799,432	\$24.33	\$22.79	94%	\$22.79	94%	\$64,094,751	\$4,014,526
71	Commercial Collection	1	\$1,282,129	\$1,729,466	135%	\$1,729,466	135%	\$1,729,466	-\$447,337
72	Sanitation Residential Packout	1,476	\$76.64	\$79.35	104%	\$79.35	104%	\$117,121	-\$3,996
73	Cost Plus 1 load	307	\$146	\$140	96%	\$140	96%	\$42,980	\$1,933
74	Cost Plus 1/2 load	462	\$122	\$80	65%	\$80	65%	\$36,960	\$19,487
75	Cost Plus 1/4 load	647	\$110	\$65	59%	\$65	59%	\$42,055	\$29,237
76	McCommas Bluff Landfill	1	\$15,448,491	\$17,320,585	112%	\$17,320,585	112%	\$17,320,585	-\$1,872,094
Total Sanitation Services (Enterprise Fund)								\$83,421,774	\$2,256,005
Sustainable Development (General Fund)									
77	Historic Preservation (CA)	370	\$387	\$0	0%	\$0	0%	\$0	\$143,238
78	Historic Preservation (Routine CA)	321	\$417	\$0	0%	\$0	0%	\$0	\$133,946
79	Historic Preservation (CD)	33	\$421	\$0	0%	\$0	0%	\$0	\$13,904
80	Historic Preservation (CE)	10	\$486	\$0	0%	\$0	0%	\$0	\$4,855
Total Sustainable Development (General Fund)								\$0	\$295,943
Sustainable Development (Enterprise Fund)									
81	Street name change - less than one-fourth mile	1	\$994	\$750	75%	\$750	75%	\$750	\$244
82	Street name change -one-fourth mile to one-half mile	1	\$1,137	\$1,050	92%	\$1,050	92%	\$1,050	\$87
83	Street name change -one-half mile to one mile	1	\$1,194	\$1,350	113%	\$1,350	113%	\$1,350	-\$156
84	Street name change -one mile or more	1	\$1,584	\$1,350	85%	\$1,350	85%	\$1,350	\$234
85	Subdivision plat - preliminary plat, amending plat (major) or final plat with 20 lots or less	237	\$2,038	\$1,548	76%	\$1,548	76%	\$366,876	\$116,183
86	Subdivision plat - preliminary plat, amending plat (major) or final plat with more than 20 lots	20	\$3,550	\$2,193	62%	\$2,193	62%	\$43,860	\$27,131
87	Subdivision plat - minor plat submitted as a final plat	133	\$939	\$2,664	284%	\$2,664	284%	\$354,312	-\$229,430
88	Subdivision plat - early release permit	219	\$423	\$300	71%	\$300	71%	\$65,700	\$26,852
89	Board of Adjustment - Single Family variance and special exception	82	\$1,529	\$600	39%	\$600	39%	\$49,200	\$76,208
90	Board of Adjustment - Multifamily or nonresidential variance plus \$25 per acre	15	\$1,559	\$900	58%	\$900	58%	\$13,500	\$9,880

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Appendix A: FY 2015-16 Fee Study

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Proposed Fee per Unit	Proposed Recovery Level	Annual Revenue based off Proposed Fee	Proposed City Subsidy
91	Board of Adjustment - multifamily or nonresidential special exception plus \$25 per acre	11	\$1,584	\$1,200	76%	\$1,200	76%	\$13,200	\$4,228
92	Board of Adjustment - landscaping or tree mitigation special exception plus \$50 per acre	37	\$1,981	\$1,200	61%	\$1,200	61%	\$44,400	\$28,887
93	Board of Adjustment - variance & special exception to off-street parking requirements	14	\$1,570	\$900	57%	\$900	57%	\$12,600	\$9,383
94	Board of Adjustment - compliance request for a nonconforming use	3	\$1,811	\$1,000	55%	\$1,000	55%	\$3,000	\$2,432
95	Board of Adjustment - all other non-sign appeals	15	\$1,567	\$900	57%	\$900	57%	\$13,500	\$10,006
96	Board of Adjustment - sign special exceptions	3	\$1,879	\$1,200	64%	\$1,200	64%	\$3,600	\$2,037
97	Board of Adjustment - sign special exceptions	1	\$2,627	\$900	34%	\$900	34%	\$900	\$1,727
98	a) General Zoning Change (0-1 ac)	26	\$4,570	\$1,050	23%	\$1,050	23%	\$27,300	\$91,522
99	a) General Zoning Change (over 1 ac to 5 ac)	14	\$5,189	\$2,610	50%	\$2,610	50%	\$36,540	\$36,108
100	a) General Zoning Change (over 5 ac to 15 ac)	8	\$6,285	\$5,820	93%	\$5,820	93%	\$46,560	\$3,721
101	a) General Zoning Change (over 15 ac to 25 ac)	2	\$8,591	\$9,315	108%	\$9,315	108%	\$18,630	-\$1,448
102	a) General Zoning Change (over 25 ac)	1	\$11,007	\$9,315	85%	\$9,315	85%	\$9,315	\$1,692
103	b) Specific Use Permit - i) New	60	\$7,459	\$1,170	16%	\$1,170	16%	\$70,200	\$377,327
104	b) Specific Use Permit - ii) Amendments and renewal	38	\$5,162	\$825	16%	\$825	16%	\$31,350	\$164,808
105	b) Specific Use Permit - iii) Automatic renewal	38	\$2,792	\$825	30%	\$825	30%	\$31,350	\$74,744
106	b) Specific Use Permit - iv) Gas drilling	1	\$13,291	\$2,000	15%	\$2,000	15%	\$2,000	\$11,291
107	b) Specific Use Permit - pedestrian skybridge	1	\$6,138	\$10,000	163%	\$10,000	163%	\$10,000	-\$3,862
108	d) Planned Development District - i) < 5 acres (new)	37	\$5,302	\$5,820	110%	\$5,820	110%	\$215,340	-\$19,155
109	d) Planned Development District - ii) > 5 acres (new)	19	\$13,832	\$5,820	42%	\$5,820	42%	\$110,580	\$152,230
110	d) Planned Development District - iii) Amendments	21	\$9,326	\$2,610	28%	\$2,610	28%	\$54,810	\$141,046
111	e) Historic Overlay - (0-1 ac)	2	\$4,439	\$1,050	24%	\$1,050	24%	\$2,100	\$6,778
112	e) Historic Overlay - (over 1 ac to 5 ac)	1	\$4,877	\$2,610	54%	\$2,610	54%	\$2,610	\$2,267
113	e) Historic Overlay - (over 5 ac to 15 ac)	1	\$5,328	\$5,820	109%	\$5,820	109%	\$5,820	-\$492
114	e) Historic Overlay - (over 15 ac to 25 ac)	1	\$7,672	\$9,315	121%	\$9,315	121%	\$9,315	-\$1,643
115	e) Historic Overlay - (over 25 ac)	1	\$9,553	\$9,315	98%	\$9,315	98%	\$9,315	\$238

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Appendix A: FY 2015-16 Fee Study

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Proposed Fee per Unit	Proposed Recovery Level	Annual Revenue based off Proposed Fee	Proposed City Subsidy
116	f) Special Provision Sign District (new & amendment)	1	\$4,266	\$5,600	131%	\$5,600	131%	\$5,600	-\$1,334
117	Article VII Sign Regulations amendment	1	\$4,119	\$1,100	27%	\$1,100	27%	\$1,100	\$3,019
118	Misc Docket Items (development plans, minors, waivers, etc.) - a) Development Plans	39	\$1,328	\$600	45%	\$600	45%	\$23,400	\$28,375
119	Misc Docket Items (development plans, minors, waivers, etc.) - b) Minor Amendments to plans	67	\$1,252	\$825	66%	\$825	66%	\$55,275	\$28,599
120	Misc Docket Items (development plans, minors, waivers, etc.) - c) Two-year waivers	9	\$715	\$300	42%	\$300	42%	\$2,700	\$3,737
121	Appeal of the decision of the Director or CPC on a minor amendment to a development plan or landscape plan	1	\$591	\$0	0%	\$300	51%	\$300	\$291
122	Appeal of the decision of the CPC on a minor amendment to a Specific Use Permit site plan or landscape plan	1	\$591	\$0	0%	\$300	51%	\$300	\$291
123	Appeal of the decision of the Director on a site plan review (residential adjacency review)	1	\$585	\$0	0%	\$300	51%	\$300	\$285
124	Appeal of the decision of the Director on a sign permit in Special Provision Sign Districts	1	\$234	\$0	0%	\$300	128%	\$300	-\$66
125	Appeal of the decision of CPC on a sign permit in Special Provision Sign Districts	1	\$234	\$0	0%	\$300	128%	\$300	-\$66
126	Appeal of the decision of the Director's apportionment determination	1	\$351	\$600	171%	\$600	171%	\$600	-\$249
127	Appeal of the decision of the CPC regarding the appeal of the decision of the Director's apportionment determination	1	\$351	\$0	0%	\$300	86%	\$300	\$51
128	Property description - Plat	192	\$132	\$13	10%	\$13	10%	\$2,400	\$22,850
129	Property description - Metes and bounds less than 4 pages	724	\$119	\$25	21%	\$25	21%	\$18,100	\$67,947
130	Property description - Metes and bounds 4 pages or more	1	\$3,511	\$50	1%	\$50	1%	\$67	\$4,603
131	Private Development Review (flat fee)	437	\$4,229	\$1,050	25%	\$1,500	35%	\$655,500	\$1,192,359
132	Private Development Review (flat fee for Development Plan reviews)	216	\$1,070	\$300	28%	\$500	47%	\$108,000	\$123,050

*Shaded fees are proposed to change in FY 2017

**A negative city subsidy is a result of a fee set more than cost

Appendix A: FY 2015-16 Fee Study

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Proposed Fee per Unit	Proposed Recovery Level	Annual Revenue based off Proposed Fee	Proposed City Subsidy
133	Infrastructure Inspection (is a variable fee based on cost estimate of construction work to be done)	212	\$2,670	\$2,596	97%	\$1,602	60%	\$339,631	\$226,421
134	Escarpment Permit (flat fee for review of any escarpment related area)	0	\$5,573	\$1,000	18%	\$1,000	18%	\$0	\$0
135	Wastewater Service Availability (flat fee for WW service availability)	113	\$312	\$150	48%	\$250	80%	\$28,250	\$6,996
136	Water Service Availability (flat fee for W service availability)	269	\$358	\$150	42%	\$250	70%	\$67,250	\$29,135
137	Wastewater Capacity Analysis (flat fee for WW capacity analysis)	12	\$3,179	\$800	25%	\$2,500	79%	\$30,000	\$8,144
Total Sustainable Development (Enterprise Fund)								\$3,021,955	\$2,867,544
Grand Total								\$87,203,248	\$5,551,455

*Shaded fees are proposed to change in FY 2017

**A negative city subsidy is a result of a fee set more than cost

Appendix B: General Fund Fees below Full Cost Recovery

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Annual Revenue based off current fee	City Subsidy	Previous Fee	Last Fee Adjustment (FY)
Code Compliance									
1	Garage Sales Permit Fee	10,000	\$36	\$25	70%	\$250,000	\$105,723	\$25	2016
2	Group Housing Permit	133	\$1,900	\$500	26%	\$66,448	\$186,206	\$500	2016
3	Group Housing Reinspection Fee	30	\$743	\$50	7%	\$1,494	\$20,802	\$50	2016
4	Adoption (Dog)	6,613	\$229	\$85	37%	\$562,105	\$950,146	\$85	2016
5	Adoption (Cat)	1,522	\$208	\$55	26%	\$83,710	\$233,491	\$55	2016
6	Animal Control Administrative Fee (Boarding)	5,058	\$67	\$10	15%	\$50,580	\$290,802	\$10	2016
7	Animal Control Fee (Impounded by City)	1,500	\$128	\$27	21%	\$40,500	\$151,075	\$27	2016
8	Animal Control Fee (other than city employee)	1,678	\$68	\$27	40%	\$45,306	\$68,612	\$27	2016
9	Microchip	1,584	\$21	\$15	71%	\$23,760	\$9,610	\$15	2016
10	Temp Permit	5	\$284	\$250	88%	\$1,250	\$170	\$250	2016
11	Rabies Vaccination	1,584	\$19	\$10	52%	\$15,840	\$14,654	\$10	2016
12	Surgery (Dog)	1,045	\$139	\$60	43%	\$62,700	\$83,001	\$60	2016
13	Surgery (Cat)	62	\$139	\$60	43%	\$3,720	\$4,924	\$60	2016
14	Food Handler Class (Includes Registration Fee) - (market)	600	\$269	\$55	20%	\$33,000	\$128,659	\$55	2016
Total Code Compliance						\$1,240,413	\$2,247,876		
Fire Rescue Department									
15	Emergency Medical Services (EMS) Transport - Resident (charge)	*70,396	\$1,578	\$1,485	94%	\$21,963,552	\$1,375,495	\$800	2016
16	Amusement Building (permit)	5	\$528	\$150	28%	\$750	\$1,890	\$135	2016
17	Candle and Open Flames (permit)	150	\$258	\$125	48%	\$18,750	\$19,950	\$95	2016
18	Carnivals and Fairs, per day (permit)	2	\$428	\$200	47%	\$400	\$456	\$160	2016
19	Combustible Storage - misc. (permit)	75	\$348	\$250	72%	\$18,750	\$7,350	\$150	2016
20	Dry cleaning plant (permit)	2	\$324	\$300	93%	\$600	\$48	\$140	2016
21	Explosive/Blasting, per day (permit)	2	\$569	\$450	79%	\$900	\$238	\$260	2016
22	Fireworks/Explosive Storage, per day (permit)	6	\$421	\$300	71%	\$1,800	\$726	\$160	2016
23	Fireworks/Explosive Transportation, per day (permit)	10	\$715	\$300	42%	\$3,000	\$4,150	\$190	2016
24	Fireworks Display - initial (permit)	38	\$1,006	\$500	50%	\$19,000	\$19,228	\$405	2016
25	Fireworks Display - subsequent (permit)	25	\$816	\$300	37%	\$7,500	\$12,900	\$215	2016
26	Flammable/Combustible Liquids (permit)	700	\$386	\$250	65%	\$175,000	\$95,200	\$125	2016
27	Floor/wall Finishing (permit)	29	\$698	\$150	21%	\$4,350	\$15,892	\$135	2016
28	Liquid or gas-fueled vehicles or equipment in assembly buildings, per event: - 1 - 10 vehicles or equipment (permit)	84	\$403	\$200	50%	\$16,800	\$17,052	\$63	2016
29	11 - 30 vehicles or equipment (permit)	6	\$496	\$300	60%	\$1,800	\$1,176	\$127	2016

*EMS fee revenue and subsidy is not based on volume but on collection trends.

Appendix B: General Fund Fees below Full Cost Recovery

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Annual Revenue based off current fee	City Subsidy	Previous Fee	Last Fee Adjustment (FY)
30	31 to 200 vehicles or equipment (permit)	16	\$807	\$400	50%	\$6,400	\$6,512	\$191	2016
31	201 to 400 vehicles or equipment (permit)	5	\$807	\$400	50%	\$2,000	\$2,035	\$400	2016
32	Over 400 vehicles or equipment (permit)	5	\$807	\$500	62%	\$2,500	\$1,535	\$500	2016
33	Private Fire Hydrant and Water Supplies (permit)	22	\$447	\$350	78%	\$7,700	\$2,134	\$105	2016
34	Pyro Special Effects Material - initial (permit)	20	\$1,047	\$300	29%	\$6,000	\$14,940	\$185	2016
35	Pyro Special Effects Material - subsequent (permit)	50	\$976	\$300	31%	\$15,000	\$33,800	\$92	2016
36	State Licensed Facilities: Child care - 35 children or less (permit)	125	\$296	\$150	51%	\$18,750	\$18,250	\$150	2016
37	State Licensed Facilities: Child care - over 35 children (permit)	150	\$296	\$200	68%	\$30,000	\$14,400	\$200	2016
38	State Licensed Facilities: Residential care (permit)	110	\$295	\$200	68%	\$22,000	\$10,450	\$150	2016
39	State Licensed Facilities: Small assisted living (permit)	52	\$281	\$200	71%	\$10,400	\$4,212	\$150	2016
40	State Licensed Facilities: Adult day care (permit)	6	\$369	\$200	54%	\$1,200	\$1,014	\$150	2016
41	Temporary Membrane Structures & Tents (permit)	288	\$623	\$300	48%	\$86,400	\$93,024	\$125	2016
42	Tire-rebuilding Plant (permit)	1	\$280	\$200	71%	\$200	\$80	\$160	2016
43	Torch and Open Flames (permit)	6	\$708	\$200	28%	\$1,200	\$3,048	\$120	2016
44	Waste Handling (permit)	6	\$259	\$250	97%	\$1,500	\$54	\$160	2016
45	Acetylene Generator (permit)	2	\$476	\$300	63%	\$600	\$352	\$175	2016
46	Aerosol Products (permit)	6	\$280	\$250	89%	\$1,500	\$180	\$175	2016
47	Aviation Facilities (permit)	4	\$522	\$300	57%	\$1,200	\$888	\$150	2016
48	Calcium Carbide Storage (permit)	1	\$324	\$300	93%	\$300	\$24	\$175	2016
49	Compressed gas filling/storage/use (permit)	72	\$301	\$250	83%	\$18,000	\$3,672	\$95	2016
50	Cryogenic fluids (permit)	48	\$296	\$250	84%	\$12,000	\$2,208	\$150	2016
51	Hazardous Materials (permit)	114	\$615	\$550	89%	\$62,700	\$7,410	\$175	2016
52	Hazardous Production Material (HPM) (permit)	22	\$654	\$550	84%	\$12,100	\$2,288	\$175	2016
53	High Piled Storage (permit)	90	\$242	\$200	83%	\$18,000	\$3,780	\$160	2016
54	Industrial Oven (permit)	16	\$280	\$250	89%	\$4,000	\$480	\$175	2016
55	Limited Access Gates: 1 - 3 gates (permit)	175	\$350	\$250	71%	\$43,750	\$17,500	\$150	2016
56	Limited Access Gates: 4 - 7 gates (permit)	50	\$346	\$300	87%	\$15,000	\$2,300	\$205	2016
57	Limited Access Gates: 8 or more gates (permit)	10	\$440	\$400	91%	\$4,000	\$400	\$260	2016
58	Liquid Petroleum Gas Demonstration/Portable Cooking (vehicle) (permit)	185	\$606	\$300	50%	\$55,500	\$56,610	\$125	2016
59	Liquid Petroleum Gas Demonstration/Portable Cooking (cart) (permit)	200	\$606	\$150	25%	\$30,000	\$91,200	\$150	2016
60	Magnesium - permit	1	\$270	\$250	93%	\$250	\$20	\$175	2016
61	Mobile Fueling: Site survey (permit)	4	\$404	\$400	99%	\$1,600	\$16	\$245	2016

Appendix B: General Fund Fees below Full Cost Recovery

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Annual Revenue based off current fee	City Subsidy	Previous Fee	Last Fee Adjustment (FY)
62	Mobile Fueling: Vehicle inspection (permit)	16	\$395	\$300	76%	\$4,800	\$1,520	\$100	2016
63	Open Burning/Recreational Fires (permit)	4	\$314	\$250	80%	\$1,000	\$256	\$230	2016
64	Spray Painting/Dipping (permit)	40	\$339	\$200	59%	\$8,000	\$5,560	\$135	2016
65	Plan Reviews - Access Gates (permit)	30	\$382	\$200	52%	\$6,000	\$5,460	\$75	2016
66	Plan Reviews - Fire Lane / Hydrant (permit)	45	\$310	\$200	65%	\$9,000	\$4,950	\$75	2016
67	New Constr Regular Hours, per hour (fee)	492	\$290	\$200	69%	\$98,400	\$44,280	\$60	2016
68	New Constr OT Reimbursement, per hour (fee)	6,013	\$382	\$200	52%	\$1,202,600	\$1,094,366	\$70	2016
69	Special Event/Trade Show Reimbursement Fees Daytime per hr (fee)	7,300	\$222	\$150	68%	\$1,095,000	\$525,600	\$60	2016
70	Special Event/Trade Show Reimbursement Fees OT per hour (fee)	125	\$290	\$200	69%	\$25,000	\$11,250	\$70	2016
71	Fire Watch Fees (OT hours) - fee for services rendered (fee)	547	\$342	\$120	35%	\$65,640	\$121,434	\$70	2016
72	Initial Re-inspection (fee)	1,200	\$171	\$125	73%	\$150,000	\$55,200	\$100	2016
73	High Risk Registration (fee)	1,975	\$217	\$150	69%	\$296,250	\$132,325	\$25	2016
74	High Risk Building -Public Assembly- less than 5,000 sq ft (fee)	750	\$232	\$150	65%	\$112,500	\$61,500	\$40	2016
75	High Risk Building -Public Assembly-5K to less than 10K (fee)	175	\$251	\$200	80%	\$35,000	\$8,925	\$80	2016
76	High Risk Building -Public Assembly- 10K to less than 60K (fee)	75	\$283	\$250	88%	\$18,750	\$2,475	\$120	2016
77	High Risk Building -Public Assembly- 60K to less than 100K (fee)	5	\$296	\$250	84%	\$1,250	\$230	\$160	2016
78	High Risk Building -Public Assembly- over 100K sq ft (fee)	5	\$326	\$300	92%	\$1,500	\$130	\$200	2016
79	High Risk Building- HazMat - less than 5,000 sq ft (fee)	350	\$292	\$250	86%	\$87,500	\$14,700	\$125	2016
80	High Risk Building- HazMat- 5K to less than 10K (fee)	50	\$278	\$250	90%	\$12,500	\$1,400	\$175	2016
81	High Risk Building- HazMat- 10K to less than 60K (fee)	25	\$369	\$300	81%	\$7,500	\$1,725	\$225	2016
82	High Risk Building- HazMat- over 100K sq ft (fee)	15	\$448	\$400	89%	\$6,000	\$720	\$350	2016
83	High Risk Building- High Rise Business- less than 200K sq ft (fee)	170	\$276	\$250	91%	\$42,500	\$4,420	\$200	2016
84	High Risk Building- High Rise Residential- less than 250 units (fee)	40	\$383	\$300	78%	\$12,000	\$3,320	\$200	2016

Appendix B: General Fund Fees below Full Cost Recovery

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Annual Revenue based off current fee	City Subsidy	Previous Fee	Last Fee Adjustment (FY)
85	High Risk Building - Health Care- less than 100 beds (fee)	35	\$325	\$300	92%	\$10,500	\$875	\$200	2016
86	High Risk Building - Health Care- 100 to 500 beds (fee)	30	\$556	\$550	99%	\$16,500	\$180	\$400	2016
87	High Risk Building - Health Care- over 500 beds (fee)	5	\$661	\$650	98%	\$3,250	\$55	\$500	2016
Total Fire Rescue Department						\$26,053,642	\$4,069,423		
Library									
88	Dallas East - City Dept- 1-2 hours count	1	\$25	\$20	79%	\$20	\$5	\$20	2012
89	Dallas East - City Dept- 4+ hours count	5	\$44	\$40	90%	\$200	\$20	\$40	2012
90	McDermott - City Dept- 4+ hours count	1	\$72	\$70	97%	\$70	\$2	\$70	2012
91	Gates - non-profit - 3-4 hours count	9	\$54	\$50	92%	\$450	\$36	\$50	2012
92	Card Replacement - Lookup	2,600	\$2	\$1	66%	\$2,600	\$1,353	\$1	2012
93	Printout Fee - Black & White	603,333	\$0.27	\$0.25	94%	\$150,833	\$9,684	\$0.25	2012
94	Resident Cards	39,958	\$3	\$0	0%	\$0	\$121,495	\$0	2012
95	Non-Residents 0-5 Items	34	\$26	\$25	95%	\$850	\$45	\$25	2012
96	Non-Residents 15 Items	1	\$79	\$60	76%	\$60	\$19	\$60	2012
97	Non-Residents - Unlimited Items	200	\$769	\$250	32%	\$50,000	\$103,874	\$250	2012
98	Mail In-Depth Reference Fee	46	\$66	\$35	53%	\$1,602	\$1,398	\$35	2012
99	Branch Auditorium - Profit - 1-2 hrs	3	\$129	\$125	97%	\$375	\$12	\$125	2012
100	Branch Auditorium - Non Profit - 1-2 hrs	30	\$214	\$25	12%	\$750	\$5,680	\$25	2012
101	Branch Auditorium - Non Profit 3-4 hrs	15	\$334	\$45	13%	\$675	\$4,333	\$45	2012
102	Branch Conference Room - Profit - 1-2 hrs	9	\$146	\$50	34%	\$450	\$867	\$50	2012
103	Branch Conference Room - Profit - 2-4 hrs	5	\$269	\$80	30%	\$400	\$944	\$80	2012
104	Branch Conference Room - Profit - 4+ hrs	24	\$573	\$110	19%	\$2,640	\$11,116	\$110	2012
105	Branch Conference Room - Non Profit - 1-2 hrs	130	\$507	\$10	2%	\$1,300	\$64,601	\$10	2012
106	Branch Conference Room - Non Profit - 2-4 hrs	27	\$400	\$20	5%	\$540	\$10,260	\$20	2012
107	Branch Conference Room - Non Profit - 4+ hrs	3	\$385	\$30	8%	\$90	\$1,066	\$30	2012
Total Library						\$213,905	\$336,810		
Parks and Recreation (Note: Fees studied at a program area level only, not based on individual users.)									
108	Recreation Center - After Hours Reservation	1	\$382,605	\$225,000	59%	\$225,000	\$157,605	\$225,000	2012
109	Field Rentals	1	\$2,762,448	\$677,000	25%	\$677,000	\$2,085,448	\$677,000	2012
110	Picnic Pavilions/Outdoor Weddings	1	\$64,337	\$49,000	76%	\$49,000	\$15,337	\$49,000	2012
111	Pool Admissions	1	\$1,385,991	\$64,185	5%	\$64,185	\$1,321,806	\$64,185	2013
Total Parks and Recreation						\$1,015,185	\$3,580,195		

Appendix B: General Fund Fees below Full Cost Recovery

Fee Name		Estimated Annual Volume	Full Cost per Unit	Current Fee per Unit	Current Recovery Level	Annual Revenue based off current fee	City Subsidy	Previous Fee	Last Fee Adjustment (FY)
Public Works									
112	Class 5 Facility Fee	92	\$111	\$110	99%	\$10,120	\$71	\$80	2016
Total Public Works						\$10,120	\$71		
Sustainable Development (General Fund only)									
113	Application Review (for property abandonment, in whole or in part of abutting ROW)	40	\$8,616	\$4,250	49%	\$170,000	\$174,640	\$2,500	2015
Total Sustainable Development (General Fund only)						\$170,000	\$174,640		
Grand Total						\$28,703,265	\$10,409,015		