



**REVISION OF PIMA COUNTY CODE
TITLE 13, CHAPTER 13.20 –
CONSTRUCTION, CONNECTIONS,
AND FEES**

December 12, 2018



Housekeeping

- Sign in Sheet at the back of the Room.
- Questions as we go and will use “Parking Lot” for more complicated discussions.
- Please identify yourself and your affiliation before asking questions.
- The materials presented today will be available on the RWRD home page under Featured News, by Thursday, 12/13/18.

Introduction

- Culmination of years of effort to improve the narrative and align with current development related processes.
- New Organization by Section.
- Updated Customer Service Fees to Recover Costs.

Overview

- **New Organization**

- 13.20.100 – Acronyms and Definitions
- 13.20.200 – Capacity
- 13.20.250 – System Improvement Design
- 13.20.300 – Large Agency
- 13.20.350 – Private Sewage Connection, Ownership, and Repair
- 13.20.400 – Wastewater Infrastructure Fees (aka Connection Fees)
- 13.20.450 – Protection of the Existing SCS
- 13.20.500 – System Improvement Construction
- 13.20.600 – Fees

Overview

- Provide clarity to the reader and better align with and integrate into the Pima County consolidated development process.
- Customer Service Fees are proposed to be updated, consolidated, and relocated into a non-code ordinance.
- Consolidates Chapters 13.12 - Preliminary Sewer Layout Requirements and 13.16 - Design Standards for Public Sewerage Facilities into Chapter 13.20.

13.20.100 – Acronyms and Definitions

- The term “Connection Fees” are changed to “Wastewater Infrastructure Fees” to accurately reflect their purpose.
- The term “Public Sewerage Conveyance System” is called the “SCS”
- “Preliminary Sewer Layout” is called “Preliminary Sewer Design” (“PSD”)

13.20.200 – Capacity

Requirements for allocating capacity in the SCS

- Clarifies the purpose and elements of allocating capacity for new development.
- New Customer Service Fee for Capacity Allocation.

13.20.250 – System Improvement Design

Requirements for the design phases of System Improvements, Agreements, and reimbursements.

- Establishes minimum pump station design standards that must be met for a Residential pump station to be publicly owned.
- Assess a Special Facility Pump Station Surcharge to Residential subdivisions that transfer pump stations to the County for public operation and maintenance.

13.20.300 – Large Agency

- Requirements for Large Agencies, entities not under Pima County jurisdiction, to acquire wastewater service.
- Provides flexibility in the management of sewer systems impacted by or associated with large state and federal agencies (e.g. Davis Monthan AFB, Pascua Yaqui Indian Nation) in our community through specific agreements.

13.20.350 – Private Sewage Connection, Ownership, and Repair

- Clearly differentiates Private Connection review from Wastewater Infrastructure Fee review.
- New Customer Service Fee for Private Connection approvals.
- Temporary Connections do not pay Wastewater Fees until one year.
 - New Customer Service Fee for administration.

13.20.400 – Wastewater Infrastructure Fees

(aka Connection Fees)

- Change in terminology

13.20.450 – Protection of the Existing SCS

Requirements for work being done in proximity to the existing SCS (aka Utility Coordination).

- Formalizes the Public Manhole Access Permit – no charge
- Formalizes the Observation Permit – no charge

13.20.500 – System Improvement Construction

Requirements for permitting construction and inspection of System Improvements and the transfer of assets to County ownership.

- Modifies the System Improvement Construction Permit Fee from a percentage of the construction estimate to a “per linear foot” fee for the base fee portion of the permit.
- Proposes a flat fee for Small Activity Construction Permits.

13.20.500 – System Improvement Construction

- New permit fee for inspection of manhole adjustments and reconstruction.
- New Customer Service Fee for flow management plan review (part of the Construction Permit).
- New Customer Service Fee for CCTV inspection.

13.20.600 – Fees

- Special Facility – Pump Station Surcharges
- All Customer Service Fees have been moved out of the Pima County Code.

Special Facility Surcharges for Proposed Public Pump Stations

- Provides a Choice for Developers
 - Clarity with how to develop a Public Pump Station.
 - Build to PCRWRD Standards and the Pump Station can be publicly owned, operated, and maintained.
- Seeks to Recover Costs for Operations and Maintenance
 - Based on the Number of Residential Units Served.

Special Facility Charges for Proposed Public Pump Stations

| Service Tiers | Number of Residential Lots | Total Surcharge | Minimum of 20% Down Payment Due at Final Acceptance of the Pump Station* |
|----------------|----------------------------|--------------------|--|
| Tier 1 | 1-100 | \$150,000 | \$30,000 |
| Tier 2 | 101-200 | \$200,000 | \$40,000 |
| Tier 3 | 201-300 | \$250,000 | \$50,000 |
| Tier 4 | 310-400 | \$300,000 | \$60,000 |
| Tier 5 | 401-500 | \$350,000 | \$70,000 |
| Special Case 1 | >500 | Case by Case Basis | |

*Remaining balance of surcharge is divided by the number of Residential Units and is due at time of Wastewater Infrastructure Fee payment.



Updated Customer Service Fees

| Acceptance/Approval | Current Fee | Proposed Fee |
|--|-----------------------------|--|
| Capacity Allocation for Subdivision | None | \$199 |
| Capacity Allocation for Commercial, Industrial, or Multi-family | None | \$172 |
| Preliminary Sewer Design | \$166 plus \$50 per sheet | \$112 plus \$54 per sheet |
| Final Plat, Easement, and Right of Way | \$166 plus \$50 per sheet | \$112 plus \$54 per sheet |
| Sewer Improvement Plan | \$166 plus \$50 per sheet | \$112 plus \$88 per sheet |
| Private Residential Connection | None | \$36 |
| Private Commercial, Industrial, or Multi-family Connection | None | \$82 |
| Temporary Connection – Private Connection Review and One (1) Year Administration | Various | \$214 |
| One (1) Year Renewal and Administration | Various | \$178 |
| Wastewater Infrastructure Fee (aka Connection Fee) Payment Plan | \$500 | \$173 |
| Wastewater Infrastructure Fee Refund | \$125 | \$142 |
| Wastewater Infrastructure Fee Recovery | Various | \$326 |
| Small Activity Construction Permit | Various | \$411 Flat Fee for all |
| Resubmittal – Administration Only | Various | \$45 |
| Construction Permit | \$25 Admin plus 2.5% of bid | Base Fee - \$1079 plus \$3.06 per Linear Foot (LF) |
| Resubmittal – Administration Only | 1% of bid | \$294 |
| Additional CCTV Inspections | None | \$0.28 per LF |
| Inspection of Non-Linear Projects | \$25 Admin plus 2.5% of Bid | Base Fee - \$1079 plus 2.5% of Itemized Bid |
| Single Manhole Construction Permit (changed from Small Activity Construction Permit) | \$100 | \$640 |
| Resubmittal – Administration Only | Various | \$115 |

Methodology of Review Fee Calculation

- Cost Recovery based on Level of Effort
- FY 2013/14 – Consultant evaluation
- Updated to 2017 fully burdened wages

Example: Capacity Allocation

- Level of Effort for Cost Recovery
 - Based on
 - Simple, Moderately Complex, Complex
- Percent of Projects in Each Category
- Apply the Weighted Average

Weighted Average

1. Capacity Allocation Fee Summary

| SIMPLE | |
|----------------|-----------|
| | FY 2017 |
| Current Fee | \$ - |
| Calculated Fee | \$ 172.00 |
| % Difference | N/A |

66.7%

| MODERATELY COMPLEX | |
|--------------------|-----------|
| | FY 2017 |
| Current Fee | \$ - |
| Calculated Fee | \$ 253.00 |
| % Difference | N/A |

33.3%

| | | | | | Capacity Allocation - By Source of Submittal | | | |
|---|------------------------|----|--------|--|--|-----------|-----------------|--|
| | | | | | Cost of Service | Frequency | Fee Calculation | |
| <u>Subdivision</u> | | | | | | | | |
| | Simple | \$ | 172.00 | | 66.7% | \$ | 114.72 | |
| | Moderately Complex | \$ | 253.00 | | 33.3% | \$ | 84.25 | |
| | Total (1) | | | | 100% | \$ | 198.97 | |
| | Recommended Fee | | | | | \$ | 198.97 | |
| <u>Commercial/Industrial/Multi-family</u> | | | | | | | | |
| | Simple | \$ | 172.00 | | 100.0% | \$ | 172.00 | |
| | Total (1) | | | | 100% | \$ | 172.00 | |
| | Recommended Fee | | | | | \$ | 172.00 | |
| (1) Rounded up to the nearest dollar. | | | | | | | | |

| Acceptance/Approval | Current Fee | Proposed Fee |
|---|-----------------------|-----------------------|
| Capacity Allocation for Subdivisions | N/A | \$199 |
| Capacity Allocations for Commercial/ Industrial /Multi-family | N/A | \$172 |
| Preliminary Sewer Design | \$166 Plus \$50/Sheet | \$112 Plus \$54/Sheet |
| Final Plat/ Easements/ Right of Way | \$166 Plus \$50/Sheet | \$112 Plus \$54/Sheet |
| Sewer Improvement Plan | \$166 Plus \$50/Sheet | \$112 Plus \$88/Sheet |

| Acceptance/Approval | Current Fee | Proposed Fee |
|---|-------------|--------------|
| Private Connection | N/A | |
| Residential | | \$36 |
| Commercial/Industrial/ Multi-family | | \$82 |
| Temporary Connection – Private Connection Review and One (1) Year Administration | Various | \$214 |
| One (1) Year Renewal and Administration | Various | \$178 |

| Acceptance/Approval | Current Fee | Proposed Fee |
|--|-------------|--------------|
| Wastewater Infrastructure Fee Refund | \$125 | \$142 |
| Wastewater Infrastructure Fee Payment Plan | \$500 | \$173 |
| Wastewater Infrastructure Fee Recovery | Various | \$326 |

| Permit | Current Fee | Proposed Fee |
|--|-------------|---------------------------------------|
| System Improvement Construction Permit | | |
| Base Fee- Proposed Includes Flow Management Plan Review | \$25 | \$821 <u>\$258</u> \$1,079 |
| Inspection Fees | 2.5% of Bid | |
| Proposed Includes Cost Per Linear Foot & Initial CCTV | | \$2.78 <u>\$0.28</u> \$3.06 /LF |

Review Fees

- Level of Effort for Cost Recovery
- Projects From FY 2013/14
- Average Pages per Plan and Number of Plans
- Fully Loaded Wages for FY 2017/18
- Example of a PSD, FP, and SIP Project:

| Size | Existing | Proposed | % |
|-------------|-----------------|-----------------|----------|
| Small | \$898 | \$1,103 | 23% |
| Medium | \$998 | \$1,245 | 25% |
| Large | \$1,148 | \$1,441 | 26% |

Methodology of Construction Permit Fees

- Methodology Change:
 - Moving From Percent of Bid Costs to Linear Foot of Project to Cover Costs
 - Provides Consistency and Predictability
 - Base Fee for Administration and Flow Management Plan Review
- Based on Project Data From:
 - 46 Projects from 2007-2013
 - Average Hours for Administration of Project
 - 2017 Fully Loaded Salaries and Vehicle Costs

What the Data Said...

- 46 Projects
 - Contract Prices - \$5,239,863
 - Permit Fees Collected - **\$129,272**
- Cost Incurred
 - Inspection Costs - \$96,315
 - Administrative Costs - \$48,367
 - Vehicle Costs - \$166,374
- Total Costs - **\$311,056**

New Methodology – Linear Foot

$$60,032 \text{ LF} \times \$3.06/\text{LF} = \$183,678$$

$$\underline{46 \text{ Projects} \times \$1,079 = \$49,634}$$

$$\text{Total Revenue} = \$233,332$$

- \$311,056 vs \$233,332
- The Ratio is Geared Towards the Larger Projects
- Less Recovery for Smaller Projects

| Permit | Current Fee | Proposed Fee |
|------------------------------------|-------------|--------------|
| Single Manhole Construction Permit | | |
| Base Fee | \$25 | \$640 |
| Inspection | 2.5% of Bid | Included |

| Permit | Current Fee | Proposed Fee |
|--|-----------------------|-----------------------|
| Small Activity Construction Permit | | |
| Sewer Lateral Tap Into SCS 12-inches or less | \$100 Renewal \$50 | \$411 Renewal \$68 |
| Sewer Lateral Tap Into SCS Greater Than 12- inches | \$150 Renewal \$75 | \$411 Renewal \$68 |
| Existing Manhole Tap | \$150 Renewal \$75 | \$411 Renewal \$68 |

| Permit | Current Fee | Proposed Fee |
|--------------------------------|-------------|-----------------------|
| Manhole Adjustment Projects | None | \$411 Renewal \$68 |
| Manhole Reconstruction | None | \$411 Renewal \$68 |

Example of System Improvement Construction Permits

- Al Terra at Vistoso
 - 1,763 LF of Sewer
 - 9 Manholes
 - \$135,420.38 Bid Submitted

| Current Permit Fees | | Proposed Permit Fees | |
|--------------------------|-------------------|--------------------------|-------------------|
| Administrative | \$25 | Base Fee | \$1,079.00 |
| Inspection - 2.5% of Bid | \$3,385.51 | Inspection at \$3.06/LF | \$5,394.78 |
| Total Permit Cost | \$3,410.51 | Total Permit Cost | \$6,473.78 |

Example of System Improvement Construction Permits

- Saguaro Trails - Block 1
 - 782 LF of Sewer
 - 5 Manholes
 - \$75,274.89 Bid Submitted

| Current Permit Fees | | Proposed Permit Fees | |
|--------------------------|-------------------|-------------------------|-------------------|
| Administrative | \$25 | Base Fee | \$1,079.00 |
| Inspection - 2.5% of Bid | \$1,881.88 | Inspection at \$3.06/LF | \$2,392.92 |
| Total Permit Cost | \$1,906.88 | Total Permit Cost | \$3,471.92 |

Example of System Improvement Construction Permits

- The School Yard Lots 1-56
 - 2,330 LF of Sewer
 - 10 Manholes
 - \$143,849.80 Bid Submitted

| Current Permit Fees | | Proposed Permit Fees | |
|--------------------------|-------------------|--------------------------|-------------------|
| Administrative | \$25 | Base Fee | \$1,079.00 |
| Inspection - 2.5% of Bid | \$3,596.25 | Inspection at \$3.06/LF | \$7,129.80 |
| Total Permit Cost | \$3,621.25 | Total Permit Cost | \$7,154.80 |

Submitting Written Comments

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Questions?