

NOTICE OF PROPOSED IMPOSITION OF FEES FOR SHARED ACTIVE TRANSPORTATION SYSTEMS IN THE RIGHT-OF-WAY

On or about Thursday, January 10, 2019 at 6:00 p.m. in the City Council Chambers, 31. E. Fifth Street, Tempe, Arizona, the Tempe City Council will consider a resolution to amend Appendix A, Tempe City Code, relating to imposing an application fee for shared active transportation vehicle systems in the right-of-way. By amending Appendix A - Schedule of Fees and Charges, Streets And Sidewalks 29-19 Engineering Fees, Encroachments, Abandonments, and Other Activities in the Public Right-Of-Way to create a fee for Shared Active Transportation Vehicle Systems in the Right-of-Way, the resolution will impose an annual application, issuance, monitoring data analysis fee, right-of-way use fee and an as needed relocation fee, for companies operating shared active transportation vehicles in the right-of-way by adding a new Section to Appendix A. A schedule of the proposed new or increased tax or fee that includes the amount of the tax or fee and a written report or data that supports the new or increased tax or fee is available on Tempe's website.

Posted November 6, 2018



Shared Active Transportation Vehicles in the ROW Use License Fees Justification and Calculation Report

Shared active transportation vehicle (SATV) Operators wishing to gain approval for use of the City's rights-of-way (ROW) for staging and operation of SATVs must submit a ROW use application and obtain a ROW use license from the City. Fees for such licensing are related to three categories: 1) An annual fee of \$7,888.00 for City of Tempe staff time related to reviewing the License Application and Education and Parking Plan, issuing and monitoring the license, and conducting data analysis and infrastructure planning (this fee is the same for all licensed Operators); 2) A vehicle relocation fee of \$100.00 for each relocated SATV for staff effort related to the relocation; and 3) a daily \$1.06 per vehicle fee for use and occupation of the City's ROW.

Application Fee

Application Approval

The process for approving the ROW use license is estimated to take two (2) hours of a Principal Civil Engineer's time per application (annually).

License Issuance

The process for issuing the ROW use license is estimated to take 30 minutes of an Administrative Assistant II's (AAIL) time per application (annually).

License Monitoring

The license will require a Senior Engineering Associate (SEA) to monitor real-time information provided by the operator daily. It's estimated that this will occur several times throughout the day for a total of 15 minutes per day.

Data Analysis and Infrastructure Planning

Data collected throughout the licensing period will be analyzed and evaluated by a Transportation Planner II to identify, plan, and implement transportation infrastructure related to SATV use patterns. It's estimated that this will occur once a month for a total of 4 hours.

Vehicle Relocation Fee

An AAIL will be responsible for taking resident complaints and creating a relocation work order for the SATVs that violate Section 2 – Parking and Staging of the license. This is estimated to take 20 minutes. An SEA will be responsible for documenting the violation, collecting, and relocating the SATV. This is estimated to take one hour. Once the SATV is relocated, an AAIL will document the operator name and SATV serial number into a database and generate the necessary operator invoice. This is estimated to take 20 minutes.

ROW Use Fee

This fee is related to the occupation of ROW by staging and operation of SATVs. This fee is proportional to other ROW use fees approved by the City.

ANNUAL APPLICATION FEE CALCULATION				
ACTIVITY	PRINCIPAL CIVIL ENGINEER	ADMINISTRATIVE ASSISTANT II	SENIOR ENGINEERING ASSOCIATE	TRANSPORTATION PLANNER II
Review and Approval	2 hours/year x \$100.27/hour = \$200.54	--	--	--
License Issuance	--	0.5 hours/year x \$48.51/hour = \$24.26	--	--
License Monitoring	--	--	1.25 hours/week x 52 weeks/year x \$68.39/hour = \$4,445.35	--
Data Analysis and Planning	--	--	--	4 hours/month x 12 months/year x \$67.04 = \$3,217.92
TOTAL Application Costs	(\$200.54 + \$24.26 + \$4,445.35 + \$3,217.92) = \$7,888.00¹			

¹Rounded from \$7,888.07 for Administrative Ease

RELOCATION FEE CALCULATION				
ACTIVITY	PRINCIPAL CIVIL ENGINEER	ADMINISTRATIVE ASSISTANT II	SENIOR ENGINEERING ASSOCIATE	TRANSPORTATION PLANNER II
SATV Relocation	--	0.67 hours/relocation x \$48.51/hour = \$32.50 per relocation	1.0 hours/relocation x \$68.39/hour = \$68.39 per relocation	--
TOTAL Relocation Costs	(\$32.50 + \$68.39) = \$100.00²			

²Rounded from \$100.89 for Administrative Ease

ROW USE FEE	
TOTAL ROW Use Fee per SATV per Day	\$1.06