



Notice of Proposed Fee Changes

PUBLIC HEARING NOTICE

Pursuant to A.R.S Section 9-499.15. PUBLIC NOTICE IS HEREBY GIVEN that the Town of Marana, Arizona, no sooner than 15 days from the date of this notice, will consider approving the following new fees, changes and/or fee increases on May 20, 2025:

The general summary of the changes are as follows:

Added fees: **6**

Eliminated fees: **3**

Modification to existing fees: **24**

The Marana Town Council will hold a public meeting on May 20, 2025 at or after 6:00 p.m. in the Mayor and Council Chambers, Marana Municipal Complex, 11555 W. Civic Center Drive, Marana, Arizona. A schedule of the proposed new or increased fees that includes the amount of the fee and a written report or data that supports the new or increased fee is also available on the Town's website.

Any person may appear and be heard before the Town Council. For information regarding this matter, please contact Matthew Cordova at the Town of Marana.

Finance Department at (520) 382-1999

Posted: May 2, 2025

Instructions for changes to fee schedule:

- 1) The current comprehensive fee schedule can be found at: [SPD 20191007 Comprehensive Fee Schedule \(00066030\).DOC](#)
- 2) Elimination, modification, or addition in the Category/Change requested column in the red row.
- 3) Additions will be indicated by a double underline.
- 4) Deletions to existing language will be indicated with ~~striketrough~~.

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
Modification/Elimination/Addition	EDITS				
	FINAL CHANGES				

DEPARTMENT: Development Services					
Addition	<u>Minor Off-site Improvement Plan Package</u>	<u>\$1500.00</u>	<u>Per Application</u>	<u>Includes review of roadway improvement plans and landscape plans within the Town right-of-way for up to 3 submittals, \$450 for each additional submittal. Revision to accepted plans are charged 30% of original fee.</u>	We are proposing to create a Major and Minor Off-site Improvement plan package. The fee for a construction plan and landscape plan is \$1900. This is the basis of our fee with a discount to encourage package submittals. The combined review will be easier for staff to review, permit, track and locate for future reference of these Town assets.
	Minor Off-site Improvement Plan Package	\$1500.00	Per Application	Includes review of roadway improvement plans and landscape plans within the Town right-of-way for up to 3 submittals, \$450 for each additional submittal. Revision to accepted plans are charged 30% of original fee.	

Addition	<u>Major Off-site Improvement Package</u>	<u>\$2000.00</u>	<u>Per Application</u>	<u>Includes review of roadway improvement plans, landscape plans, and intersection or traffic signal plans within the Town right-of-way for up to 3 submittals, \$600 for each additional submittal. Revision to accepted plans are charged 30% of original fee.</u>	We are proposing to create a Major and Minor Off-site Improvement plan package. The fee for a construction plan, landscape plan and traffic signal totals \$2200. This is the basis of our fee with a discount to encourage package submittals. The combined review will be easier for staff to review, permit, track and locate for future reference of these Town assets.
	Major Off-site Improvement Package	\$2000.00	Per Application	Includes review of roadway improvement plans, landscape plans, and intersection or traffic signal plans within the Town right-of-way for up to 3 submittals, \$600 for each additional submittal. Revision to accepted plans are charged 30% of original fee.	

Elimination	Wall Engineering Model Plan Review	\$200.00	Per application		Pre-approved model for structural engineering will not be accepted in new CityView software. We will phase out the existing models and once expired, will no longer accept them. Wall structural engineering still requires a review of the structural components and how they apply to the specific site at permit application so there is not a time savings to staff. We currently only have 1 active model to phase out.
	Wall Engineering Model Plan Review	\$200.00	Per application		
Modification	Traffic Signal Plans	\$300.00	Per Application	Fee is in addition to the construction plan review. Revisions to accepted plans are 30% of original fee.	Clarification of notes. This plan set is a stand-alone submittal and the stating in additional to construction plan review fee is misleading that they can be combined into one plan set.
	Traffic Signal Plans	\$300.00	Per Application	Revisions to accepted plans are 30% of original fee.	

DEPARTMENT: Legal					
Addition	<u>Surface Mining Resource Extraction Fee</u>	<u>\$0.05</u>	<u>Per ton of material extracted</u>	<u>Paid on a quarterly basis</u>	To offset the impacts associated with resource extraction; the Town has expired and soon-to-be-expired development agreements that require the payment of this fee, but the fee shouldn't be dependent upon agreements.
	Surface Mining Resource Extraction Fee	\$0.05	Per ton of material extracted	Paid on a quarterly basis	

DEPARTMENT: Finance					
Modification	Temporary Business License; Short-Term Vendor (10 consecutive days or less)	\$20.00	Per License	License is valid for a maximum period of 10 days. <u>Fee is Non Refundable.</u>	Provide consistency between business license fees and clarification on fee being non refundable.
	Temporary Business License; Short-Term Vendor (10 consecutive days or less)	\$20.00	Per License	License is valid for a maximum period of 10 days. Fee is <u>Non Refundable.</u>	

DEPARTMENT: Police					
Modification	Video <u>Recording</u> Fee Review/Redaction Fee	\$ 46.00	Per video <u>recording</u> hour reviewed	<u>This fee is per copy of video recording produced in response to a public records request. Minutes reviewed in excess of video recording-hour reviewed shall be rounded down to the nearest hour. For victim requests, the fee shall be waived as required by A.R.S. §39-127</u>	To clarify language and more clearly align with A.R.S. §39-129
	Video Recording Fee	\$ 46.00	Per video recording hour	This fee is per copy of video recording produced in response to a public records request. Minutes in excess of video recording-hour shall be rounded down to the nearest hour. For victim requests, the fee shall be waived as required by A.R.S. §39-127	
Modification	Extra-duty Police Services; Lieutenant; Hourly Rate	\$65.00 <u>\$80.00</u>	Per Hour	Per extra-duty police services agreement. Applies to police services hired for private events	This proposed change will bring the Marana Police Department Extra Duty hourly rate in line with the current market rate for Police Extra Duty Services.
	Extra-duty Police Services; Lieutenant; Hourly Rate	\$80.00	Per Hour	Per extra-duty police services agreement. Applies to police services hired for private events	
Modification	Extra Duty Rate for Sergeant/Supervisors	\$60.00 <u>\$75.00</u>	Per Hour	Per extra-duty police services agreement. Applies to police services hired for private events.	This proposed change will bring the Marana Police Department Extra Duty hourly rate in line with the

					current market rate for Police Extra Duty Services.
	Extra Duty Rate for Sergeant/Supervisors	\$75.00	Per Hour	Per extra-duty police services agreement. Applies to police services hired for private events.	
Modification	Extra Duty Rate for Police Officer	\$55.00 <u>\$70.00</u>	Per Hour	Per extra-duty police services agreement. Applies to police services hired for private events.	This proposed change will bring the Marana Police Department Extra Duty hourly rate in line with the current market rate for Police Extra Duty Services.
	Extra Duty Rate for Police Officer	\$70.00	Per Hour	Per extra-duty police services agreement. Applies to police services hired for private events.	
Modification	Extra Duty Rate for Dispatcher	45.00 <u>\$60.00</u>	Per Hour	Per extra-duty police services agreement. Applies to police services hired for private events.	This proposed change will bring the Marana Police Department Extra Duty hourly rate in line with the current market rate for Police Extra Duty Services.
	Extra Duty Rate for Dispatcher	\$60.00	Per Hour	Per extra-duty police services agreement. Applies to police services hired for private events	
Modification	Extra-duty Police Services; Lieutenant; Hourly Holiday Rate	\$97.50 <u>\$120.00</u>	Per hour	Applies to the following dates: New Year's Eve, New Year's Day, Civil Rights Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Veteran's Day,	Per extra-duty police services agreement. Applies to police services hired for private events.

				Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day. Overnight shifts starting or ending on one of these dates would be billed at the holiday rate.	This proposed change will bring the Marana Police Department Extra Duty hourly rate in line with the current market rate for Police Extra Duty Services.
	Extra-duty Police Services; Lieutenant; Hourly Holiday Rate	\$120.00	Per Hour	Applies to the following dates: New Year's Eve, New Year's Day, Civil Rights Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day. Overnight shifts starting or ending on one of these dates would be billed at the holiday rate.	
Modification	Extra-duty Police Services; Sergeant; Hourly Holiday Rate	\$90.00 <u>\$112.00</u>	Per Hour	Applies to the following dates: New Year's Eve, New Year's Day, Civil Rights Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day. Overnight shifts starting or ending on one of these dates would be billed at the holiday rate.	Per extra-duty police services agreement. Applies to police services hired for private events. This proposed change will bring the Marana Police Department Extra Duty hourly rate in line with the current market rate for Police Extra Duty Services
	Extra-duty Police Services; Sergeant; Hourly Holiday Rate	\$112.00		Applies to the following dates: New Year's Eve, New Year's Day, Civil Rights Day, President's Day, Easter Sunday,	

				Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day. Overnight shifts starting or ending on one of these dates would be billed at the holiday rate.	
Modification	Extra-duty Police Services; Officer; Hourly Holiday Rate	\$82.50 <u>\$105.00</u>	Per Hour	Applies to the following dates: New Year's Eve, New Year's Day, Civil Rights Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day. Overnight shifts starting or ending on one of these dates would be billed at the holiday rate.	Per extra-duty police services agreement. Applies to police services hired for private events. This proposed change will bring the Marana Police Department Extra Duty hourly rate in line with the current market rate for Police Extra Duty Services
	Extra-duty Police Services; Officer; Hourly Holiday Rate	\$105.00	Per Hour	Applies to the following dates: New Year's Eve, New Year's Day, Civil Rights Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day. Overnight shifts starting or ending on one of these dates would be billed at the holiday rate.	
Modification	Extra-duty Police Services; Dispatcher; Hourly Holiday Rate	\$67.50 <u>\$90.00</u>	Per Hour	Applies to the following dates: New Year's Eve, New Year's Day, Civil Rights Day, President's Day, Easter Sunday, Memorial Day, Independence	Per extra-duty police services agreement. Applies to police services hired for private events.

				Day, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day. Overnight shifts starting or ending on one of these dates would be billed at the holiday rate.	This proposed change will bring the Marana Police Department Extra Duty hourly rate in line with the current market rate for Police Extra Duty Services
	Extra-duty Police Services; Dispatcher; Hourly Holiday Rate	\$90.00	Per Hour	Applies to the following dates: New Year's Eve, New Year's Day, Civil Rights Day, President's Day, Easter Sunday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day. Overnight shifts starting or ending on one of these dates would be billed at the holiday rate.	

DEPARTMENT: Parks & Recreation					
Addition	<u>Special Event Park Package</u>	<u>\$500.00 plus Special Event Application Fee (Parks Major or Parks Minor)</u>	<u>Per park/per day</u>	<u>Reservation of designated rentable park spaces, utilities, Beer and Wine Permit. Additional fees apply for public events in Parks.</u>	Park Minor and Major fees were converted to application fees. Adding this fee so we can charge for park rental bundles.
	Special Event Park Package	\$500.00 plus Special Event Application Fee (Parks Major or Parks Minor)	Per park/per day	Reservation of designated rentable park spaces, utilities, Beer and Wine Permit. Additional fees apply for public events in Parks.	
Addition	<u>Special Event Permit – Parks Minor less than 1000 attending</u>	<u>\$50.00 plus Special Event Park Package Fee</u>	<u>Per application</u>	<u>Event application can be submitted up to 6 months in advance. Special Event Park Package fee applies per park/per day.</u>	Add for consistency with Development Services Minor Event application fee.
	Special Event Permit – Parks Minor less than 1000 attending	\$50.00 plus Special Event Park Package Fee	Per application	Event application can be submitted up to 6 months in advance. Special Event Park Package fee applies per park/per day.	
Elimination	Activity Registration Late Fee	25% of original fee	Per registration if an activity has a late registration.	If an activity has space available, a late (last minute) registration may be offered. The fee is determined based on the cost of the activity offered.	Participant pays full price for late registration.
	Activity Registration Late Fee	25% of original fee	Per registration if an activity has a late registration.	If an activity has space available, a late (last minute) registration may be offered. The fee is determined based on the cost of the activity offered.	
Elimination	Vendor Electrical Fee	\$25	Per application	Applies to events with park permit	Food trucks must be self-contained.

	Vendor Electrical Fee	\$25	Per application	Applies to events with park permit	Food trucks must be self-contained.
Modification	Senior Program Membership Fee	\$40.00	Per year	<u>Excludes MARC Passes & Memberships.</u>	Provide clarity to avoid confusion with MARC Memberships
	Senior Program Membership Fee	\$40.00	Per year	Excludes MARC Passes & Memberships.	
Modification	Senior Program 4 Month Membership Fee	\$20.00	4 consecutive months	<u>Seasonal rate for part-time visitors. Excludes MARC Passes & Memberships.</u>	Provide clarity to avoid confusion with MARC Memberships
	Senior Program 4 Month Membership Fee	\$20.00	4 consecutive months	Seasonal rate for part-time visitors. Excludes MARC Passes & Memberships.	
Modification	Senior Membership Trial	Free	Per Trial Period	Valid for 5 single days of attendance to the Marana Senior Program. Expires 30 days from date of activation. Certain activities are subject to additional fees. <u>Excludes MARC Passes & Memberships.</u>	Provide clarity to avoid confusion with MARC Memberships
	Senior Membership Trial	Free	Per Trial Period	Valid for 5 single days of attendance to the Marana Senior Program. Expires 30 days from date of activation. Certain activities are subject to additional fees. Excludes MARC Passes & Memberships.	
Modification	Lost Membership Card Fee	\$5.00	Per lost card	<u>Excludes MARC membership cards</u>	Provide clarity to avoid confusion with MARC Memberships
	Lost Membership Card Fee	\$5.00	Per lost card	Excludes MARC membership cards	
Modification	Parks and Recreation Activity Registration or	10% of Program Amount	Per cancellation or refund	Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated	The language in the notes is the language for facility

	Refund Administration Fee			cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the <u>Facility Activity Cancellation Fee</u> . Refund requests must be submitted in writing at least four days in advance of reservation date prior to the start of the <u>program</u> and can be emailed to marana.parks@maranaaz.gov	reservation refunds and needs to be amended to be consistent with our refund language for programs.
	Parks and Recreation Activity Registration or Refund Administration Fee	10% of Program Amount	Per cancellation or refund	Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the Activity Cancellation Fee. Refund requests must be submitted in writing prior to the start of the program and can be emailed to marana.parks@maranaaz.gov .	
Modification	Non-Resident Fee	25% of established cost	Per class/program/lesson/facility rentals	The additional charge is applied to classes/lessons/programs/ where there is a limited number of participants. <u>facility rentals</u>	Language in notes does not include facility rental. Edit for clarity.
	Non-Resident Fee	25% of established cost	Per class/program/lesson/facility rentals	The additional charge is applied to classes/lessons/programs/facility rentals	
Modification	Town Parks and <u>Recreation</u> personnel	\$30 <u>\$60</u>	Per hour	Generic use, if needed for support of private events in Town facilities	Change to add Recreation to cover labor at the MARC-Recommend placing under a new "Administrative Fee" category that covers

					Parks, Recreation and MARC
	Town Parks and Recreation personnel	\$60	Per hour	Generic use, if needed for support of private events in Town facilities	
Modification	Group Event Ramada - <u>Parks Rental</u>	\$30	Per hour		Edit for clarity, distinction from MARC facilities
	Group Ramada – Parks Rental	\$30	Per hour		
Modification	Group Event Ramada – <u>Parks Rental</u> including Beer/Wine Permit	\$35	Per hour	{Additional fees for liquor license may apply for public events.}	Edit for clarity, distinction from MARC facilities
	Group Ramada – Parks Rental including Beer/Wine Permit	\$35	Per hour	Additional fees for liquor license may apply for public events.	
Modification	Facility Cancellation Fee <u>applies to any reservable Park space for: Park Facility Rental: Multi Purpose, Baseball, Softball Field, Basketball Court, Tennis Court or Volleyball Court, available turf areas; Standard Ramada Rental; Event Ramada Rental; Youth Non-Profit Contract User Groups; Park Facility Rental; Multi Purpose,</u>	10 % of Reservation Amount	Per Reservation Cancellation	Fee is applied for all customer-requested cancellations. Fee is not applied for Town initiated cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz .gov. Does not apply to <u>Park Rental Package Special Event Park Package.</u>	Edit for consistency

	Baseball, Softball Field, Basketball Court, Tennis Court or Volleyball Court (Premium Hour Fee)				
	Facility Cancellation Fee applies to any reservable Park space	10 % of Reservation Amount	Per Reservation Cancellation	Fee is applied for all customer-requested cancellations. Fee is not applied for Town initiated cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov. Does not apply to Special Event Park Package.	
Modification	Special Event Park Package Application- Parks Major 1000 or more attending	\$1500.00 \$1,000.00 plus Special Event Park Package Fee	Per park/Per date Per application	Reservation of designated rentable park spaces, utilities, Event Application Fee, Beer & Wine Permit. (Additional fees may apply for public events). Event application can be submitted up to 6 months in advance. <u>Special Event Park Package fee applies per park/per day.</u>	Edit for consistency with the Development Services Major Event application fee.
	Special Event Application – Parks Major 1000 or more attending	\$1,000.00 plus Special Event Park Package Fee	Per application	Event application can be submitted up to 6 months in advance. Special Event Park Package fee applies per park/per day.	

DEPARTMENT: Parks & Recreation MARC					
Addition	<u>Facility Cancellation</u> <u>Fee applies to any</u> <u>reservable MARC</u> <u>Space</u>	<u>10% of</u> <u>Reservation</u> <u>Amount</u>	<u>Per Reservation</u> <u>Cancellation</u>	<u>Fee is applied for all customer-</u> <u>requested cancellations. Fee is</u> <u>not applied for Town initiated</u> <u>cancellations. Refund requests</u> <u>must be submitted in writing at</u> <u>least four days in advance of</u> <u>reservation date and can be</u> <u>emailed to</u> marana.parks@maranaaz.gov . <u>Does not apply to Special Event</u> <u>Package.</u>	Add to MARC fees for clarity between MARC and Park rental refund fees. (Not a part of separate MARC fees going to council already)
	Facility Cancellation Fee applies to any reservable MARC Space	10% of Reservation Amount	Per Reservation Cancellation	Fee is applied for all customer- requested cancellations. Fee is not applied for Town initiated cancellations. Refund requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov . Does not apply to Special Event Package.	

DEPARTMENT: Water					
Modification	Sewer Capacity Assurance & Conveyance Modeling Review	\$ 950 Flat Fee + Consultant Pass Through Fee	Per Submittal (Flat Fee + Consultant Fee Pass Through)	<p>Fees may vary depending on size of development and time needed for review. Fee is \$950 + the pass through cost of consultant fees. <u>In addition to the \$950 flat fee, applicant will be required to submit a deposit at the time of application in the estimated amount of the consultant's pass through fee. The amount of the deposit is determined by the Water Department based on the project type. If actual cost of consultant fees is less than the deposit, a refund will be issued to the applicant. If actual cost of consultant fees exceeds the deposit, the applicant shall pay the balance.</u></p>	Provide Clarification on when the payments for these services are due.
	Sewer Capacity Assurance & Conveyance Modeling Review	\$ 950 Flat Fee + Consultant Pass Through Fee	Per Submittal (Flat Fee + Consultant Fee Pass Through)	In addition to the \$950 flat fee, applicant will be required to submit a deposit at the time of application in the estimated amount of the consultant's pass through fee. The amount of the deposit is determined by the Water Department based on the project type. If actual cost of consultant fees is less than the deposit, a refund will be issued to the applicant. If actual cost of consultant fees exceeds the deposit, the applicant shall pay the balance.	

Modification	Water Hydraulic Modeling Review	\$950 Flat Fee + Consultant Pass Through Fee	Per submittal (Flat Fee + Consultant Fee Pass Through)	Fees may vary depending on size of development and time needed for review. Fee is \$950 + the pass through cost of consultant fees. In addition to the \$950 flat fee, applicant will be required to submit a deposit at the time of application in the estimated amount of the consultant's pass through fee. The amount of the deposit is determined by the Water Department based on the project type. If actual cost of consultant fees is less than the deposit, a refund will be issued to the applicant. If actual cost of consultant fees exceeds the deposit, the applicant shall pay the balance.	Provide Clarification on when the payments for these services are due.
	Water Hydraulic Modeling Review	\$950 Flat Fee + Consultant Pass Through Fee	Per submittal (Flat Fee + Consultant Fee Pass Through)	In addition to the \$950 flat fee, applicant will be required to submit a deposit at the time of application in the estimated amount of the consultant's pass through fee. The amount of the deposit is determined by the Water Department based on the project type. If actual cost of consultant fees is less than the deposit, a refund will be issued to the applicant. If actual cost of consultant fees exceeds the deposit, the applicant shall pay the balance.	