



# City Council Report

**Date:**

**To:** City Council

**Through:** Karolyn Kent, Assistant City Manager

**From:** RJ Zeder, Transportation Director

**Subject:** Changes to Transportation Department's Schedule of Fees and Charges (Citywide)

## **Purpose and Recommendation**

The purpose of this report is to recommend adding Shared Active Transportation Vehicles (SATV) application license and renewal fees, and SATV impound fee to the Transportation Department's Schedule of Fees and Charges.

## **Background**

With the emergence of micro-mobility devices, the City of Mesa is in the process of developing a one-year pilot program in response to dockless SATVs. An SATV is a commercially rented coaster, electric standup scooter, electric miniature scooter, bicycle, electric bicycle, or any other mobile vehicle, excluding motor vehicles, with a self-containing locking mechanism that does not require locking to a bicycle rack, docking system or other structure. The primary intent of this pilot program is to ensure safety and mobility for all users of the right-of-way, while maintaining aesthetics and preventing potential visual blight in Mesa.

During the pilot program, staff will evaluate its administrative efforts and gather data to determine if any revisions to the program are necessary.

Based on feedback received from City Council, City Management and the Industry, the Transportation Department proposes three new fees to the Transportation Department's Schedule of Fees and Charges for the pilot program.

## **Discussion**

### License Fee

The Transportation Department proposes that an Operator, the entity renting and staging SATVs in the right of way, shall pay the amount of Four Hundred (\$400.00) Dollars payable at the time application is submitted and annually in advance of application for renewal of a License.

- License Fee                                 \$400.00                                 Per License
- License Renewal                           \$400.00                                 One Year

As indicated in the SATV Terms and Conditions between the City and the Operator, the Operator shall submit (1) a completed License; (2) the License Fee; (3) insurance documentation; and (4) images and description of SATVs at the Licensing Office.

A License Fee of \$400.00 annually will recuperate the administrative costs associated with processing and issuing an Operator’s application and license.

Impound Fee

The Transportation Department proposes a \$50.00 impound and storage fee for each unauthorized SATV that is impounded by the Transportation Department. An unauthorized SATV is defined as one that does not adhere to the SATV Terms and Conditions and creates a safety, mobility or other-related issue. The City will hold the SATVs until any applicable impound fees have been paid in full. The Operator can obtain an impounded SATV at the City of Mesa Transportation Service Center located at 300E. 6<sup>th</sup> St., Mesa, Arizona, 85201, after any assessed Impound Fees have been paid in full.

- Impound Fee                                 \$50.00                                 Per SATV

The Operator shall be required to remove any unauthorized SATVs within 24 hours of notification by the City. If Operator fails to remove the unauthorized SATV within 24 hours, the City may remove the unauthorized SATV and assess the Impound Fee. If the City deems the parked location an immediate safety hazard, the City reserves the right to immediately impound the SATV and assess the Impound Fee.

An Impound Fee of \$50.00 per SATV will recuperate the administrative cost associated with Transportation staff removing an unauthorized SATV.

**Alternatives**

The City Council could choose not to approve the proposed License Fee, License Renewal Fee, or the Impound Fee. This would result in the City of Mesa encumbering all costs associated with removing unauthorized SATVs in the right of way.

**Fiscal Impact**

Based on the four current Operators doing business in Mesa, the City anticipates the total revenue to be collected from the fee to be \$1,600.00. This will vary based upon the number of Operators that submit applications and the number of impounded SATVs.

**Coordinated With**

The Transportation Department has coordinated with the Office of Management and Budget on the recommendation to make changes to the Transportation Department's Schedule of Fees and Charges.

## Schedule of Fees & Charges – Key

### Heading Configuration

<b><u>Schedule of Fees &amp; Charges</u></b>
<b>Department</b>
Contact Information
<b>HEADING 1</b>
HEADING 2
<i>Heading 3</i>
Description of Fee
Description of Fee 2

### Font Indications

Font	Font Indications
Regular Font	Existing fee or language
<del>Strikethrough</del>	Fee or language will be deleted from the Fee Schedule
<b>BOLD CAPS</b>	Language is being added to Fee Schedule
<b>Bold</b>	New or increased Fee Amount

**Fee Recommendation Schedule**  
**Exhibit A**  
**Department: Transportation**

Description of Services:	FY19/20 Fee Current:	FY19/20 Fee Proposed:	Unit:	Revenue Code:	Total Annual Fiscal Impact	Notes:
<b><u>SHARED ACTIVE TRANSPORTATION VEHICLE (SATV) LICENSE FEES</u></b>						
LICENSE FEE		<b>\$400.00</b>			\$1,600.00	As indicated in the SATV Terms and Conditions between the City and the Operator, the Operator shall submit (1) a completed License; (2) the License Fee; (3) insurance documentation; and (4) images and description of SATVs at the Licensing Office.
LICENSE FEE RENEWAL		<b>\$400.00</b>	<b>One Year</b>			
SATV IMPOUND FEE		<b>\$50.00</b>	<b>Per SATV</b>			The Operator shall be required to remove any unauthorized SATVs within 24 hours of notification by the City. If Operator fails to remove the unauthorized SATV within 24 hours, the City may remove the unauthorized SATV and assess the Impound Fee.

**Total Fiscal Impact: \$1,600.00**