

**CITY OF BUCKEYE
Regular Council Meeting
COUNCIL ACTION REPORT**

MEETING DATE: 05/05/26	AGENDA ITEM: 5.C. DSD - Resolution No. 38-26 and Resolution No. 44-26 Establishing New or Increased Municipal User Fees
DATE PREPARED: 05/04/26	DISTRICT NO.: ALL
STAFF LIAISON: Brian Craig, Development Services Director, bcraig@buckeyeaz.gov, (623) 692-7616	
DEPARTMENT: Development Services	AGENDA ITEM TYPE: Public Meeting / Non Consent - New Business

ACTION/MOTION: (This language identifies the formal motion to be made by the Council) Council to take action on Resolution No. 38-26 establishing new or increased municipal fees; establishing an effective date; repealing conflicting resolutions; and providing for severability; and take action on Resolution No. 44-26 establishing new or increased municipal fees; establishing an effective date; repealing conflicting resolutions; and providing for severability.

GOALS AND OBJECTIVES FOR THE STRATEGIC PLAN FOCUS AREAS:

Fiscal Responsibility

SUMMARY

PROJECT DESCRIPTION:

The Development User Fee Schedule is designed to clearly outline and deliver value-added services to the City's residents and business partners. The City engaged its approved consultant, MGT, to conduct a Comprehensive Fee Study, which was completed in January 2026. This study provided the due diligence necessary to evaluate and determine the revised or new Development User Fees based on the current needs of the City and costs associated with providing services. The last Development User Fee Schedule became effective on July 1, 2018. Since that time, staff has identified several areas where modifications are warranted, including the establishment of certain new or increased fees.

In some instances, staff concluded that fee reductions are appropriate to ensure all fees remain aligned with the principle that City services operate at or below 100% cost recovery. The Proposed Development User Fees were posted on February 10, 2026, for 60 days to the public for comment. Staff recommends that the new fees become effective May 21, 2026, upon Council approval.

If adopted by Council, the Development User Fees will support the fiscal transparency and responsibility expected of the City by clearly outlining the proposed new or increased fees.

In addition to the Development User Fees, this council action will, in its entirety, adopt updated Airport Fees, Public Works Fees, and Community Services Fees, along with the related cost recovery philosophy outlined in the attachments.

BENEFITS:

Clear communication of fees to all users including staff, residents, customers, and the development community is essential to maintaining fiscal transparency. The revisions to the Development User Fees provide greater definition and clarity, addressing needs that have arisen over the past several years under the current fee schedule.

FINANCIAL IMPACT STATEMENT:

The adoption of appropriate development user fees and charges ensures that the City of Buckeye can recover staff time and internal costs associated with providing direct services in the development process, rather than shifting those costs onto Buckeye residents. In some strategic fee categories such as pre-application conferences and special event permits, the cost recovery is below 100% as the outcome of those items serves a greater business purpose than the revenue collected.

CURRENT FISCAL YEAR TOTAL COST:

N/A

BUDGETED:

No

FISCAL YEAR:

N/A

FUND/DEPARTMENT:

N/A

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

[MGT Study Buckeye UF Final Report 1.29.26.pdf](#)

[User Fees Municipal Airport - May 5, 2026.pdf](#)

[User Fees Public Works Department - May 5, 2026.pdf](#)

[Development User Fee Document - May 5, 2026.pdf](#)

[User Fees Community Services Department - May 5, 2026.pdf](#)

[Resolution No 38-26 Development User Fee schedule with Exhibits.pdf](#)

[Resolution No 44-26 Community Services User Fees with Exhibits.pdf](#)

[CSD Fee Presentation - May 2026 \(002\).pdf](#)

[DSD - Development User Fees Presentation 5_5_26.pdf](#)