

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
BOARD ACTION SUMMARY

DEPT: Chief Executive Office

BOARD AGENDA #: *B-5

AGENDA DATE: June 28, 2016

SUBJECT:

Approval to use Public Facilities Fee Funds in the amount of \$76,760 for the Stanislaus County Comprehensive Development Impact Fee Update

BOARD ACTION AS FOLLOWS:

No. 2016-331

On motion of Supervisor Withrow, Seconded by Supervisor Chiesa
and approved by the following vote,

Ayes: Supervisors: Chiesa, Withrow, DeMartini, and Vice-Chairman O'Brien

Noes: Supervisors: None

Excused or Absent: Supervisors: Chairman Monteith

Abstaining: Supervisor: None

1) Approved as recommended

2) Denied

3) Approved as amended

4) Other:

MOTION:

ATTEST: Elizabeth A. King
ELIZABETH A. KING, Clerk of the Board of Supervisors

File No. M-64-K-5

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
AGENDA ITEM**

DEPT: Chief Executive Office

Urgent Routine

BOARD AGENDA #: *B-5

AGENDA DATE: June 28, 2016

CEO CONCURRENCE:

phx

4/5 Vote Required: Yes No

SUBJECT:

Approval to use Public Facilities Fee Funds in the amount of \$76,760 for the Stanislaus County Comprehensive Development Impact Fee Update

STAFF RECOMMENDATIONS:

1. Approve the use of Public Facilities Fee funds in the amount of \$76,760 for the Stanislaus County Comprehensive Development Impact Fee Update.
2. Direct the Auditor-Controller to increase estimated revenue and appropriations in the amount of \$76,760 as detailed in the attached budget journal.

DISCUSSION:

The Stanislaus County's Public Facilities Fee (PFF) program was developed in 1989. The primary objective of the PFF program is to ensure that new development pays the capital costs associated with growth. The PFF program collects impact fees from new development throughout the County, both in cities and the unincorporated area, to fund the public facilities required to accommodate growth. The program includes two types of impact fees: Countywide fees which are collected from new development both in the cities and in the unincorporated area to fund public facilities for services provided to all County residents such as animal services and criminal justice, and unincorporated fees collected only from new development in the unincorporated area for facilities needed to serve those areas such as sheriff patrol and neighborhood park facilities.

Since the program's original adoption, it has undergone four updates. The most recent comprehensive update of the County's PFF program was presented to the Board of Supervisors on March 30, 2010, at which time the Board approved all components of the revised PFF Impact Study, with the exception of the Regional Transportation Impact Fee Study (RTIF) portion. On July 20, 2010, the Board adopted an updated Regional Transportation Impact Fee Study and authorized staff to meet with all nine cities and the Stanislaus Council of Governments (StanCOG) to begin the development and formation of a more inclusive RTIF program. The cities have taken the lead in moving this effort forward. Outreach from the County has occurred through attendance at the monthly City manager meetings, where the discussion has not reached a high priority. The updated RTIF is the transportation component of the County's PFF program.

The 2017 PFF program update is a comprehensive review of the County's fee program. The process itself will be both detailed and inclusive offering stakeholder outreach sessions

Approval to use Public Facilities Fee Funds in the amount of \$76,760 for the Stanislaus County Comprehensive Development Impact Fee Update

including meetings with the Building Industry Association (BIA), the Manufacturing Council, City Managers and staff, and the Modesto Chamber of Commerce (Land Use Sub-committee).

The County has received a scope of work from Willdan Financial Services to prepare a Comprehensive Development Impact Fee Update. Willdan prepared the County's impact fee program in 2010 and the inflationary update in 2014. Willdan is intimately familiar with the program, and already has a good portion of the required to complete a comprehensive update. The scope of work includes a review of the RTIF component of the program, as well as the following tasks:

- Identify and resolve policy issues;
- Identify existing development and future growth;
- Determine facility standards;
- Determine facilities needs and costs;
- Identify funding and financing alternatives;
- Engage stakeholders;
- Calculate fees and prepare report; and
- Update fee calculation tool.

The Land Value Analysis is a critical component of the update, which has been completed by Giomi, Inc. for all other updates. Giomi has agreed to perform the necessary analysis needed to update for the categories listed in the PFF report at a not to exceed amount of \$5,000.

On May 19, 2016 and June 16, 2016, the PFF Committee approved the use of PFF funds for the Comprehensive Development Impact Fee Update and Land Value Analysis respectively.

POLICY ISSUE:

The PFF Committee provides oversight of the funds; however, the ultimate authority for use of these funds lies with the Board of Supervisors.

FISCAL IMPACT:

The cost of the contract with Willdan Financial Services is \$71,760. Giomi, Inc. has provided a proposal for the land value analysis with a not to exceed amount of \$5,000.

Cost of recommended action:		\$	76,760
Source(s) of Funding:			
PFF Administrative Fees	\$	76,760	
Funding Total:		\$	76,760
Net Cost to County General Fund		\$	-

Fiscal Year:	2016-2017
Budget Adjustment/Appropriations needed:	Yes

Cash Balance as of May 31, 2016:	
PFF Funds 6409 and 6412	\$ 16,610.94
PFF Fund 2409	115,461.20

Approval to use Public Facilities Fee Funds in the amount of \$76,760 for the Stanislaus County Comprehensive Development Impact Fee Update

BOARD OF SUPERVISORS' PRIORITY:

The recommended actions support the Board's Priorities of promoting a Strong Local Economy and a Well Planned Infrastructure System by sustaining a fee program to ensure that new development pays the capital costs associated with growth.

STAFFING IMPACT:

Chief Executive Office, Planning, and Public Works staff will participate in the comprehensive update process.

CONTACT PERSON:

Keith Boggs, Assistant Executive Officer

Telephone: (209) 652-1514

ATTACHMENT(S):

Budget Journal

Database
Balance Type
Data Access Set

FMSDBPRD.CO.STANISLAUS.CA.US.PROD
Budget
County of Stanislaus

DO NOT CHANGE
DO NOT CHANGE
DO NOT CHANGE

Ledger
Budget
Category
Source
Currency
Period
Batch Name
Journal Name
Journal Description
Journal Reference
Organization
Chart Of Accounts

* List - Text County of Stanislaus
List - Text LEGAL BUDGET
* List - Text Budget - Upload
* List - Text
* List - Text USD
List - Text Jul-16
Text
Text PFF Funding for CEO Ops & Svcs
Text
Text
List - Text Stanislaus Budget Org
Accounting Flexfield

DO NOT CHANGE
DO NOT CHANGE
DO NOT CHANGE
DO NOT CHANGE
DO NOT CHANGE
ENTER AS MMM-YY (ALL CAPS FOR MMM) EX: NOV-11

DO NOT CHANGE
DO NOT CHANGE

Upl	Fund (4 char)	Org (7 char)	Account (5 char)	GL Project (7 char)	Location (6 char)	Misc (6 char)	Other (3 char)	Debit incr appropriations decr est revenue # Number	Credit incr appropriations decr est revenue # Number	Line Description Text	
Rb		0100	0015110	46615	0000000	000000	000000	00000	76,760.00	PFF Rev	
Rb		0100	0015110	63280	0000000	000000	000000	00000		Contracts	
Rb	6409	0064100	85850	0000000	000000	000000	00000	6,002.94		PFF Fund 6409	
Rb	6412	0064100	85850	0000000	000000	000000	00000	10,608.00		PFF Fund 6412	
Rb	2409	0061230	85850	0000000	000000	000000	00000	60,149.06		PFF Fund 2409	
Totals:									153520	76760	

Tip: This is not the end of the Template. Unprotect the sheet and insert as many rows as needed.

Explanation: Set up revenue and appropriations for PFF Comprehensive Development Impact Fee Update

Requesting Department Tera Chumley Prepared by 6/20/2016 Date		CEO Supervisor's Approval 6/21/16 Date	Date Entry Keyed by Date	Auditors Office Only Prepared By Approved By 6/21/16 Date
---	--	---	--------------------------------	---