



**Stanislaus County  
Public Facilities Fees Committee  
Meeting Agenda**

**Thursday, November 17<sup>th</sup>, 2022  
Covell Conference Room (2005/2<sup>nd</sup> floor)  
2:00-3:30 p.m.**

**AGENDAS:** Committee Agendas are posted in the posting board on the Tenth Street Plaza 72 hours prior to the meeting.

**REASONABLE ACCOMMODATIONS:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Committee Secretary at 209-573-1398. Notification 72 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting.

**PUBLIC COMMENT PERIOD:** Matters under the jurisdiction of the Committee, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matter before the Committee for consideration. However, California law prohibits the Committee from taking action on any matter, which is not on the posted agenda unless it is determined to be an emergency by the Committee. Any member of the public wishing to address the Committee during the Public Comment period will be limited to a maximum of five minutes.

Materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet are available for public inspection in the Stanislaus County Counsel's Office during normal business hours.

If you have questions regarding this meeting, please call Todd James of the Stanislaus County Counsel Office at 525-6376.

Stanislaus County  
Public Facilities Fees Committee (PFF)  
Agenda

November 17, 2022

Call to Order

Public Comment Period

Roll Call (Verbal)

**A. Action Items:**

1. Approval of Minutes from the PFF Committee Meeting on **October 20, 2022**
2. Consider the Use of Public Facilities Fees funds – Land Appraisal Services to be performed by Dave Giomi

**B. Discussion Item(s):**

1. Auditor's Report

**C. Next Regular Meeting:**

- Thursday, December 15<sup>th</sup>, 2022 @ 2-3:30 p.m., Room 2005
- Next meeting agenda items

**Stanislaus County  
Public Facilities Fees Committee  
Meeting Minutes**

Thursday, October 20, 2022  
2:00 p.m.

1010 10<sup>th</sup> Street, Room 2005 (2<sup>nd</sup> floor conference room)

**Voting Members Present:**

David Leamon (Chair, Public Works); Patrick Cavanah (CEO); Denny Ferreira (Planning/**Building**); Andy Johnson (GSA-Capital Facilities); Angelina Souther (Auditor/Controller-Alternate); Lori Sicard (County Counsel)

**Absent:**

Chris Barnes (Auditor/Controller); Dan Wirtz (GSA-Capital Facilities); Kristin Doud (**Planning/Building**)

**Also Present:**

William Shirley (Recorder);

Meeting called to order at 2:02 p.m. by Chair, David Leamon.

Public Comment – No public comments.

Roll call: A quorum of membership was established.

Note: Members were informed this meeting is being recorded.

**A. Action Items:**

1. Approval of Minutes from the PFF Committee Meeting on **June 16, 2022**

*Minutes may be voted on by those Members in attendance at the date of the Meeting. Voting Members Present: David Leamon (Chair, Public Works); Patrick Cavanah (CEO); Andy Johnson (GSA – Capital Facilities); Angelina Souther (Auditor/Controller-Alternate)*

A Motion was made to approve the PFF Committee Meeting Minutes of **June 16, 2022**.

Motion: Johnson | Second: Cavanah | Unanimous (4 | 0) | Abstain: None

2. Consider the Use of Public Facilities Fees funds for an Inflationary Update to Public Facilities Fees (PFF) and Regional Transportation Impact Fees (RTIF) to be performed by Willdan Financial Services.

Member Cavanah noted that Willdan Financial has agreed to perform the study, at a cost of about \$8,600, and could complete the project in approximately six weeks. Land appraisals will have to be completed prior to Willdan performing work. A local appraiser, Dave Giomi,

will be contacted to perform the land appraisal. The PFF Committee will be asked to approve payment of funds for that portion of the inflationary update at the next regularly scheduled meeting.

A motion was made to approve the use of Public Facilities Fees to fund the Inflationary Update.

Motion: Johnson | Second: Ferreira | Unanimous (5 | 0) | Abstain: None

## **B. Discussion Items**

### 1. Auditor's Report

- Auditor/Controller representative, Angelina Souther, reviewed the following reports as of September 30, 2022:

Unobligated Cash Balances Report – Cash balances: \$14,560,488.46

Disbursements: Library payment and some admin fees

If there are any projects to close, email Angelina.

## **C. Next Regular Meeting:**

- Thursday, November 17<sup>th</sup>, 2022 @ 2-3:30 p.m. Meetings will be held in-person at Tenth Street Place, Room 2005 (2<sup>nd</sup> floor) or TBD.

Meeting adjourned at 2:11 p.m.

Submitted from recording by: William Shirley, Confidential Assistant IV

**Request for Use of Public Facility Fee Funds**  
(All categories except for “Roads” and “Other County Facilities”)

**Date:** November 17, 2022

**Requesting Department:** Chief Executive Office

**Contact Person/Phone:** Patrick Cavanah, (209) 652-1975

**Project Name:** Public Facility Fee Inflationary Update Study

<b>Project Cost</b>	<b>PFF Funds Requested</b>	<b>PFF Category (Source)</b>	<b>Funds Available</b>
\$ 3,500	<b>\$3,500</b>	2409	\$229,176

**Fund use approved to date (show future debt service payments separately):**

\$8,640

**Project Description:**

Stanislaus County last completed an update to its Regional Transportation Impact Fee (RTIF) in 2020, and a comprehensive update of its Public Facilities Impact Fees (PFF) in 2018. Due to the increase in construction costs and changes in land value since the last update, Chief Executive Office staff believes it is prudent to adjust the fees to reflect these changes.

Willdan Financial Services was contacted, as they recently completed the last fee update to the County PFF program. The County has received an engagement letter from Willdan Financial Services to prepare an inflationary update study for the PFF program.

A component of this review is a land value analysis. It is necessary to update the specific land categories for the facilities impact fee study. Staff has contacted Dave Giomi to initiate the Land Value Data Project. Mr. Giomi states that it will take 45 to 60 days to complete this aspect of the project.

**PFF Funding Eligibility:**

This fee analysis is 100% eligible for PFF funding.