

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

April 20, 2023
2:00 p.m.

1010 10th Street, Room 2001 (2nd floor conference room)

Voting Members Present:

Patrick Cavanah – Chair (CEO); Dan Wirtz (GSA-Capital Facilities); Chris Barnes (Auditor/Controller); Lori Sicard (County Counsel); Denny Ferreira (Planning/**Building**); Kristin Doud (**Planning**/Building); Tracie Madison (Public Works-Alternate); Andy Johnson (GSA-Capital Facilities – Alternate);

Absent:

David Leamon (Public Works); Angelina Souther (Auditor/Controller-Alternate)

Also Present:

Chris Terry (Capitol PFG)
William Shirley (Recorder)

Meeting called to order at 2:01 p.m. by Chair, Patrick Cavanah.

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 **March 16, 2023**

Minutes may be voted on by those Members in attendance at the date of the Meeting. Voting Members Present: Patrick Cavanah (CEO); Dan Wirtz (GSA-Capital Facilities); Chris Barnes (Auditor/Controller); Lori Sicard (County Counsel); David Leamon (Public Works)

A Motion was made to approve the PFF Committee Meeting Minutes of **March 16, 2023**.

Motion: Wirtz | Second: Barnes | Unanimous (6 | 0) | Abstain: None

B. Discussion Items

1. Presentation, discussion, and action regarding the Salida Fire Protection District Facilities Impact Fee Study – Final Report

Chris Terry, Capitol Public Finance Group (Capitol PFG) presented to the committee, on behalf of the Salida Fire Protection District. The last fee study was conducted in 2008. The impact fees are used to mitigate and offset new development and capital costs. Capitol PFG used the “facility standards method” to calculate the fee adjustments. New development will benefit from existing capital resources, but new capital resources will also be required to serve new development.

Member Doud asked if there is a requirement to update the fee study periodically. Mr. Terry explained that a new law went into effect a couple of years ago, requiring that the fee study be updated every 8 years. The calculations were based on actual construction in the last 5 years and projecting out for the next 5 years. Member Doud inquired about any new construction beyond those projections, would a new fee be introduced. Mr. Terry noted that the new fees would apply to all new development in Salida, and that if there were a large enough development that it might impact the fees, another fee study could be conducted.

Chair Cavanah asked if the “facility standards method” was the same that was used for the West Stanislaus Fire Protection District Impact Fee Study, that had recently been completed. Mr. Terry confirmed that it was the same method of calculation.

Member Wirtz asked if the residents of Salida, or the Salida Municipal Advisory Council (MAC) were aware that a fee increase was being considered. Mr. Terry was unsure if notice had been provided. Chair Cavanah suggested that a notice be provided to area MACs when fee increases are considered.

Mr. Terry noted that Stanislaus Consolidated and Burbank/Paradise FPD’s will be requesting approval of impact fee updates soon.

Motion to Accept: Wirtz | Second: Ferreira | Unanimous (6 | 0) | Abstain: None

2. Auditor’s Report

Unobligated Cash Balance - \$20,971,959.97

Member Barnes noted that about \$6M in fees had been collected to date in FY23, which is a 3% increase over FY22. Distributions are about \$2.4M for FY23, which is about a 58% increase over FY22.

C. Next Regular Meeting:

- Thursday, May 18, 2023 @ 2-3:30 p.m. Meetings will be held in-person at Tenth Street Place, Room 2005 (2nd floor) or TBD.

Meeting adjourned at 2:17 p.m.

Submitted from recording by: William Shirley, Confidential Assistant IV