

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

May 18, 2023

2:00 p.m.

1010 10th Street, Room 2005 (2nd floor conference room)

Voting Members Present:

Patrick Cavanah – Chair (CEO); David Leamon (Public Works); Chris Barnes (Auditor/Controller); Lori Sicard (County Counsel); Kristin Doud (**Planning**/Building); Andy Johnson (GSA-Capital Facilities – Alternate); Angelina Southern (Auditor/Controller – Alternate)

Absent:

Dan Wirtz (GSA-Capital Facilities); Denny Ferreira (Planning/**Building**)

Also Present:

Jim Kruse (Stanislaus Regional Housing Authority)
Tony Douds (Hughson Fire Protection District)
William Shirley (Recorder)

Remote Attendance:

Randall Kelly (Hughson Fire Protection District)
Nicole Kissam (NBS)
Joe Colgan (Colgan Consulting)

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.

A. Action Items:

1. Approval of Minutes from the PFF Committee Meeting on **April 20, 2023**

*Minutes may be voted on by those Members in attendance at the date of the Meeting. Voting Members Present: Patrick Cavanah (CEO); David Leamon (Public Works); Chris Barnes (Auditor/Controller); Lori Sicard (County Counsel); Kristin Doud (Building/**Planning**); Andy Johnson (GSA – Capital Facilities)*

A Motion was made to approve the PFF Committee Meeting Minutes of **April 20, 2023**.

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

2. Presentation, discussion, and action regarding the Hughson Fire Protection District Development Impact Fee Study – Final Report

Tony Douds, Hughson Fire Protection District, presented the Final Report of the Hughson Fire Protection District Development Impact Fee Study to the PFF Committee. Impact fees are based on the Existing Level of Service, and new residential impact fees are proportional to the square footage of a unit, rather than unit type.

The level of service defined in terms of non-agricultural calls in 2022 is 935 calls. The cost per call of service is equal to the replacement cost of existing facilities, apparatus and vehicles, divided by the 2022 calls of service, which equals \$8,037.40. The impact of new development is measured by the number of calls per unit per year generated by each development type.

A Senior/Assisted Living development type was added to this fee study, due to almost 25% of all Hughson Fire Protection District calls for service originating from the one Senior/Assisted Living facility in Hughson.

Member Leamon moved to accept the Development Impact Fee Study as presented.

Motion to Accept: Leamon | Second: Doud | Unanimous (6 | 0) | Abstain: None

3. Presentation, discussion, and action regarding a PFF fee exemption request from the Stanislaus Regional Housing Authority

Jim Kruse presented a request for Public Facilities Fees exemption from the Stanislaus Regional Housing Authority, for the project located at 1612 Sisk Road (The 1612), formerly the site of the Clarion Hotel.

Mr. Kruse shared updated plans for the development of Phase II, which will include 144 affordable rental units, all of which will accommodate residents with incomes lower than 80% of the Area Median Income (AMI). The owner of the property will receive a 15-year tax credit, and if at that time, they should pursue a sale of the property, Stanislaus Regional Housing Authority would have first right of refusal to purchase.

Member Leamon moved to approve the exemption request, based on Section D7 of the PFF Administrative Guidelines. The Committee approved the exemption request based on Section D7 of the PFF Administrative Guidelines, on the basis that Stanislaus Regional Housing Authority is a public housing agency, exempting them from Public Facilities Fees for this project.

Motion to Approve: Leamon | Second: Johnson | Unanimous (6 | 0) | Abstain: None

B. Discussion Items

Auditor's Report

Unobligated Cash Balance - \$21,600,565.09

Alternate Member Souther noted receipts of \$6.4M for the fiscal year, and distributions of \$2.4M.

C. Next Regular Meeting:

- Thursday, June 15, 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 2:53 p.m.

Submitted by: William Shirley, Confidential Assistant IV