



AGENCY: City Council  
MEETING DATE: September 09, 2019  
DEPARTMENT: Finance  
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## AGENDA ITEM SUMMARY

### **TITLE:**

**Accept Development Impact Fees Reports for Fiscal Year Ending June 30, 2016, Fiscal Year Ending June 30, 2017 and Fiscal Year Ending June 30, 2018 and Adopt City Council Resolutions Making Additional Required Findings**

### **ISSUE:**

In order to comply with the California Government Code Subsection 66006(b)(1), the City must report annually on amount of the Developer Impact Fees, the beginning and ending balances in the account and any interest earned. The reports are due within one hundred eighty days of the close of the fiscal year. Council must review the information at a regularly scheduled public meeting not less than 15 days after the information is made available.

The required reports were first made available to the Council and Public on Wednesday, August 7, 2019.

### **ANALYSIS:**

The Mitigation Fee Act, California Government Code Section 66000 *et seq.* authorizes the City of Fort Bragg (City) to impose, collect and expend mitigation fees to offset the impacts of development within the City. The City currently collects four impact fees:

1. General Plan Maintenance Fees
2. Parking-In-Lieu Fees (currently subject to a moratorium through December 31, 2019)
3. Water Capacity Fees
4. Sewer Capacity Fees

There is no evidence that the reports have been prepared or that the reports and findings were completed in the recent past. To correct this oversight, the Finance Department staff has prepared the attached reports for the last three years.

Cities that levy and collect fees have certain annual reporting requirements and if unspent balances remain after five years, the City must make certain findings regarding the fees at five years and every five years, thereafter.

For each of the four impact fees listed above the Council is required to find the following:

1. Identify the purpose to which the fee is to be put.
2. Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.
3. Identify all sources and amounts of funding anticipated to complete financing in incomplete improvements identified in (1) above.

- Designate the approximate dates on which the funding referred to in (3) above is expected to be deposited into the appropriate account or fund.

**RECOMMENDED ACTION:**

Adopt resolutions accepting the Development Impact Fees Reports and making required findings.

**ALTERNATIVE ACTION(S):**

Direct staff to suspend one or more of the Development Impact Fees.

**FISCAL IMPACT:**

The reports provide the financial status of the Development Impact Fees levied by the City. The balances in those funds as of June 30, 2018 are set forth below:

	<b>Balance</b>
<b>Development Impact Fee</b>	<b>06/30/2018</b>
General Plan Maintenance	\$ 229,173
Parking-In-Lieu	\$ 32,338
Water Capacity	\$ 164,300
Wastewater Capacity	\$ 319,572

**CONSISTENCY:**

The Reports are consistent with California Government Code Subsection 66006(b)(1).

**IMPLEMENTATION/TIMEFRAMES:**

Immediately upon adoption.

**ATTACHMENTS:**

- RESO Development Fee Findings - General Plan
- RESO Development Fee Findings - Parking In-Lieu
- RESO Development Fee Findings - Wastewater Capacity
- RESO Development Fee Findings - Water Capacity
- General Plan Maintenance Fees 15-16
- Attachment A 15-16
- General Plan Maintenance Fees 16-17
- Attachment A 16-17
- General Plan Maintenance Fees 17-18
- Attachment A 17-18
- Parking In-Lieu Fees 15-16
- Parking In-Lieu Fees 16-17
- Parking In-Lieu Fees 17-18
- Wastewater Capacity Fees 15-16
- Wastewater Capacity Fees 16-17
- Wastewater Capacity Fees 17-18
- Water Capacity Fees 15-16
- Water Capacity Fees 16-17
- Water Capacity Fees 17-18

**NOTIFICATION:**

N/A