



AGENCY: City Council  
MEETING DATE: August 12, 2019  
DEPARTMENT: Finance  
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## AGENDA ITEM SUMMARY

### **TITLE:**

**Receive Development Impact Fees Reports for Fiscal Year Ending June 30, 2016, Fiscal Year Ending June 30, 2017 and Fiscal Year Ending June 30, 2018**

### **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 180 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.

By providing the reports as part of the Council Agenda Packet, the date made available – Wednesday, August 7, 2019 – is documented. The purpose of this agenda item is to document that the reports were made available to the public and provide City Council an opportunity to review them. The City Council is scheduled to accept the reports and make additional required findings at the September 9, 2019 meeting.

### **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

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.

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.

At the next regularly scheduled meeting on September 9, 2019, the City Council will be asked to make the findings required at five-year intervals for any Development Impact Fee Fund with a remaining balance.

**RECOMMENDED ACTION:**

No action is necessary. The reports are for public informational purposes only.

**ALTERNATIVE ACTION(S):**

N/A

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

**GREENHOUSE GAS EMISSIONS IMPACT:**

N/A. Informational reports only.

**CONSISTENCY:**

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

**IMPLEMENTATION/TIMEFRAMES:**

City Council will receive the reports and make certain findings regarding the fee balances at the September 9, 2019 meeting. Going forward, the reports will be filed within 180 days of the close of the fiscal year as required by Government Code Subsection 66006(b)(1).

**ATTACHMENTS:**

1. General Plan Maintenance Fees 15-16
2. General Plan Maintenance Fees 16-17
3. General Plan Maintenance Fees 17-18
4. Parking In-Lieu Fees 15-16
5. Parking In-Lieu Fees 16-17
6. Parking In-Lieu Fees 17-18
7. Wastewater Capacity Fees 15-16
8. Wastewater Capacity Fees 16-17
9. Wastewater Capacity Fees 17-18
10. Water Capacity Fees 15-16
11. Water Capacity Fees 16-17
12. Water Capacity Fees 17-18

**NOTIFICATION:**

N/A