



City Council
Agenda Item Summary

Agenda Item: TBD
Meeting Date: August 23, 2016

Agenda Section	Staff Contact
New Business	David J. Kelley, Assistant City Manager/Comm. Dev. Director

Agenda Item Title

Adopt a resolution accepting the Five Year and Annual AB 1600 Report of development impact fee activity for fiscal years 2011-12, 2012-13, 2013-14, 2014-15 and 2015-16.

Summary

In accordance with to the Mitigation Fee Act, Government Code 66000 et seq., the City of Cloverdale levies development impact fees to finance the planning, design, construction and acquisition of public improvements including facilities and equipment necessary to accommodate future growth and development within the City. The imposition of development impact fees is intended to address the impacts of new residential, commercial and industrial development and enable the city to fund infrastructure improvements necessary to serve the increase in population associated with growth. The nexus studies that provided the basis for the establishment and original amount of the City of Cloverdale’s development impact fees are attached (Attachment 2 and 3). The City of Cloverdale’s development impact fees were updated from time to time by Resolution of the City Council and adjusted annually as provided for in the resolutions. A copy of the 2016 Development Impact Fee Schedule is attached (Attachment 4).

One of the mandated accounting guidelines, as stated in Government Code 66006(a), provides that the City shall establish separate capital accounts for each type of public improvement funded by development impact fees. When collected, the development impact fees are deposited into their respective special capital facility accounts. The City maintains separate capital accounts for Public Facilities including public safety (Police), Civic Center and the Corporation Yard, parks and recreation facilities, Quimby Act parkland acquisition, Non-Quimby Act parkland acquisition, administration, water capacity, wastewater capacity, street and thoroughfares, storm drainage, fire facilities, and health care facilities. The latter two development impact fees for fire and health care facilities are levied by the City on behalf of other special districts (e.g. Cloverdale Fire Protection District and the Alexander Valley Health Care District) that require facilities (e.g. Fire Station and Health care/medical facilities/offices) necessary to continue to meet service requirements.

Annual Reporting Requirements

For each account or fund established under the Mitigation Fee Act, the City of Cloverdale is required within 180 days after the last day of the fiscal year to make available to the public the following information:

1. A brief description of the type of fee in the account or fund.
2. The amount of the fee.
3. The beginning and ending balance of the account or fund.
4. The amount of the fees collected and the interest earned.
5. An identification of each public improvement on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
6. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement.

7. A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid and the rate of interest that the account or fund will receive on the loan.
8. Any required refunds made.

Five-year Reporting Requirements

In addition to the above reporting requirements, every five years following the first deposit into the account or fund and every five years thereafter, Section 66001(d)(1) of the Government Code requires that for each separate account or fund established pursuant to AB 1600, the local agency shall make the following additional findings:

1. Identify the purpose to which the development impact fees are 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 incomplete improvements.
4. Designate the approximate dates on which the funding in "3" is expected to be deposited into the appropriate account or fund.

Attach to this agenda report is a resolution (Attachment 1) that describes the purpose to which the City of Cloverdale's adopted development impact fees are to be put and demonstrates the reasonable relationship between the fees and the purpose for which they are charged. Finance Manager Joanne Cavallari prepared a five-year accounting of the City of Cloverdale's special capital facility accounts for each of the development impact fees for the five-year period including fiscal years 2011-12, 2012-13, 2013-14, 2014-15 and 2015-16. The five-year accounting record is identified as Exhibit "A" to the attached resolution accepting the Five Year and Annual AB 1600 Report of development impact fee activity. The attached resolution in conjunction with Exhibit "A" to the resolution is intended to serve as the Five Year and Annual AB 1600 Report of development impact fee activity for fiscal years 2011-12, 2012-13, 2013-14, 2014-15 and 2015-16.

Exhibit "A" to the resolution includes tables showing the change in fund balance for each of the separate capital facility impact fee accounts for the five-year period from July 1, 2011 to June 30, 2016, a description of each of the development fee types, beginning and ending balance of the account or fund, the amount of the fees collected and the interest earned and identifies each public improvement on which fees were expended. In addition, the AB 1600 report indicates that no interfund transfers or loans were made from any of the impact fee accounts identified except for a fund transfer from the Water Impact Fee Account to the Water Enterprise Account to reimburse the Water Enterprise fund for the cost of construction of new water wells constructed to serve new development in the City of Cloverdale. There were no refunds of development impact fees collected, pursuant to Government Code Section 66001(e), nor were there any allocations of unexpended revenues collected, pursuant to Government Code Section 66001(f).

Government Code Section 66000 et seq. mandates that any fees imposed by a local agency as a condition of approving a development project must be reviewed annually and every five years by the local agency at a noticed public meeting. The City of Cloverdale received a request from the Building Industry Association (BIA) to receive a copy of this report. A copy of the report was provided to the BIA and a copy of the report was posted on the City website at least 15 days prior to the Council meeting.

Options

1. Adopt the resolution accepting Five Year and Annual AB 1600 Report of development impact fee activity for fiscal years 2011-12, 2012-13, 2013-14, 2014-15 and 2015-16.

2. Direct staff to revise the AB 1600 report and bring back to City Council for further review and consideration.
3. Provide Staff with other direction as determined appropriate by the Cloverdale City Council in order to comply with Government Code Section 66000 et seq.

Budget/Financial Impact

There is no budget/fiscal impact related to the proposed action.

Recommended Council Action

Adopt a resolution accepting the Five Year and Annual AB 1600 Report of development impact fee activity for fiscal years 2011-12, 2012-13, 2013-14, 2014-15 and 2015-16.

Attachments:

1. Resolution with Exhibit "A" – AB 1600 Report of development impact fee activity for Fiscal year 2011-12, 2012-13, 2013-14, 2014-15 and 2015-16
2. City of Cloverdale Mitigation Fee Act and Quimby Act In-Lieu Fee Report, January 14, 2011
3. City of Cloverdale Interim Development Impact Fee for Public Facilities, October 28, 1992
4. City of Cloverdale 2016 Development Impact Fee Schedule

cc:

**CITY OF CLOVERDALE
CITY COUNCIL
RESOLUTION NO. 0XX-2016**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE ACCEPTING THE FIVE YEAR AND ANNUAL AB 1600 REPORT OF DEVELOPMENT IMPACT FEE ACTIVITY FOR FISCAL YEAR 2011-12, 2012-13, 2013-14, 2014-15 AND 2015-16

WHEREAS, the City of Cloverdale levies development impact fees to finance the design, construction and acquisition of public infrastructure improvements including facilities and equipment necessary to accommodate future growth and development within the City pursuant to Government Code section 66000 et seq.;

WHEREAS, said fees collected are deposited into a special and separate capital account for each type of improvement funded by development fees;

WHEREAS, the City maintains separate funds for public facilities including public safety, Civic Center and Corporation Yard, parks and recreation facilities, Quimby Act parkland acquisition, Non-Quimby Act parkland acquisition, administration, water capacity, wastewater capacity, street and thoroughfares, storm drainage, fire facilities, and health care facilities;

WHEREAS, the City is required within 180 days after the last day of each fiscal year to make available to the public information for the fiscal year regarding these fees under Government Code section 66006;

WHEREAS, in addition to the above annual reporting requirements, every five years following the first deposit into the account or fund and every five years thereafter, Government Code Section 66001(d)(1) requires that for each separate account or fund established pursuant to AB 1600, the local agency shall make additional findings;

WHEREAS, City staff has prepared this resolution and a report ("AB 1600 Report") that contains the information including findings required by Government Code Section 66001(d)(1) and Government Code Section 66006;

WHEREAS, no interfund transfers or loans were made from any of the accounts identified in the AB 1600 Report except for a transfer from the Water Impact Fee Account to the Water Enterprise Account to pay for wells constructed to serve new development in the City of Cloverdale; and

WHEREAS, there were no refunds of development impact fees collected pursuant to Government Code §66001(e), nor were there any allocations of unexpended revenues collected pursuant to Government Code §66001(f); and

WHEREAS, the AB 1600 Report was made available for review on August 9, 2016, fifteen (15) days prior to the date that the Council considered the AB 1600 Report; and

WHEREAS, no interested persons have requested notice of the AB 1600 Report; consequently, no notices of the availability of the AB 1600 Report were mailed.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLOVERDALE FINDS AND RESOLVES AS FOLLOWS:

Section 1.

- A. In accordance with Government Code section 66006, the City has conducted an annual review of its development impact fees and capital infrastructure programs and the City Council has reviewed the AB 1600 Report attached hereto as Exhibit A and incorporated herein by this reference.
- B. The City Council hereby approves, accepts and adopts the AB 1600 Report.

Section 2. That the following finding is made as required under the Government Code Section S66001(d)(1) and 66006:

- A. The development impact fees identified in Exhibit "A" have been accumulated beyond five years for the construction of public infrastructure and public facilities such as a new Police Station, additional parkland including new park and recreation improvements, new water and wastewater plant and system improvements including new water wells, new traffic and street improvements including traffic signals, new storm drain improvements, new fire facilities including a new fire station and new health care facilities.
- B. A reasonable relationship exists between future commercial and residential development and the need for additional public infrastructure improvements and facilities including public facilities and equipment such as a new Police Station, additional parkland including park and recreation equipment and facilities including a new skate park and dog park, water and wastewater system improvements including new water wells, street and thoroughfare (traffic) improvements including traffic signals, roadway and intersection improvement and drainage improvements due to the following:
 - 1) increased risk of loss of life and property damage that can occur without sufficient public infrastructure and facilities such as a new Police Station, City Hall and Corporation yards;
 - 2) Increased demand for Parks and Recreation facilities to service the recreation and health needs of a growing population that can impact existing parks without additional parkland and recreation facilities;
 - 3) Increased demand for water and wastewater capacity in accordance with adopted Water and Wastewater Master Plans to serve the need of new residential, commercial and industrial development necessary for the economic health of the City of Cloverdale and the quality of life of its residents;
 - 4) Increased traffic from new residential and commercial development resulting in a reduction in the Level of Service below service levels required in the City of Cloverdale General Plan;
 - 5) Increased runoff and potential flooding resulting from the increases in impervious surfaces from new residential, commercial and industrial development;
 - 6) Increased the need for administrative services from new development with the City of Cloverdale;
 - 7) Increased demand for fire and life safety facilities necessary to house firefighters and equipment needed to adequately serve population growth in accordance with adopted standards; and
 - 8) Increase demand for health care facilities to respond to the health and wellness needs of a growing population resulting from new residential, commercial and industrial development in the City of Cloverdale.
- C. New public infrastructure and public facilities such as a Police Station, Fire Station, City Hall, Corporation yard, parkland including park and recreation equipment and facilities, water and wastewater system improvements, traffic (street and thoroughfare) improvements, and drainage improvements will enable the City to meet the needs of a growing community in accordance with the standards of the General Plan and adopted Master Plans necessary to serve future residential and commercial development within the City of Cloverdale.

Section 3. Effective Date. The resolution shall take effect immediately upon adoption.

Section 4. Severability. If any section, subsection, sentence, clause, phase or portion of this Resolution is for any reason held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution.

The City Council hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause or phase thereof irrespective of the fact that any one of or more sections, subsections, clauses or phases be declared unconstitutional on their face or as applied.

IT IS HEREBY CERTIFIED that the foregoing Resolution No. 055-2016 was duly introduced and legally adopted by the City Council of the City of Cloverdale at its regular Meeting held on this 23rd day of August, 2016 by the following roll call vote: (Ayes– 5; Noes-0

AYES: Councilmember Palla, Vice Mayor Wolter, Councilmember Cox, Councilmember Russell, and Mayor Brigham

NOES:

ABSENT:

ABSTAIN:

Approved

Attested

Mary Ann Brigham, Mayor

Linda Moore, Deputy City Clerk

Exhibit A – AB1600 Five year and Annual Report of development impact fee activity for Fiscal year 2011-12, 2012-13, 2013-14, 2014-15 And 2015-16

CITY OF CLOVERDALE
 REPORT OF IMPACT FEES
 JULY 1, 2011 TO JUNE 30, 2012

	500	502	504	506	508	510	512	514	515	620	650	100	100
	ADMIN	THOROUGHFARE	STORM DRAIN	QUIMBY ACT	PARKS NON-QUIMBY	PUBLIC SAFETY	CIVIC CENTER	CORP YARD	PUBLIC FACILITIES	WATER	SEWER	FIRE DISTRICT	HEALTH CARE DISTRICT
Beginning Balance 07/01/2011	\$ (12,626)	\$ 301,042	\$ 49,470	\$ 248,828	\$ 12,876	\$ 455,102	\$ 107,002	\$ 465,913	\$ -	\$ 14,487	\$ 234,026	\$ -	\$ 877
Revenues													
Fees	-	-	-	-	-	-	-	-	-	409	1,268	-	-
Interest	335	1,774	135	9	4	1	213	129	-	5	111	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
	335	1,774	135	9	4	1	213	129	-	414	1,379	-	-
Expenditures													
Project Planning, Design, Engineering, Support	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-	-
Kleiser Park Project				10,000									
Plaza Improvements				13,530									
Clark Street Park Camera				14,425									
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
1996 WWTP Expansion - Principal Payment											71,463		
1996 WWTP Expansion - Interest Payment											12,882		
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	37,955	-	-	-	-	-	-	84,345	-	-
Net Revenue (Expenditures)	\$ 335	\$ 1,774	\$ 135	\$ (37,946)	\$ 4	\$ 1	\$ 213	\$ 129	\$ -	\$ 414	\$ (82,966)	\$ -	\$ -
Ending Balance 06/30/2012	\$ (12,291)	\$ 302,816	\$ 49,605	\$ 210,882	\$ 12,880	\$ 455,103	\$ 107,215	\$ 466,042	\$ -	\$ 14,901	\$ 151,060	\$ -	\$ 877

CITY OF CLOVERDALE
 REPORT OF IMPACT FEES
 JULY 1, 2012 TO JUNE 30, 2013

	500	502	504	506	508	510	512	514	515	620	650	100	100
	ADMIN	THOROUGHFARE	STORM DRAIN	QUIMBY ACT	PARKS NON-QUIMBY	PUBLIC SAFETY	CIVIC CENTER	CORP YARD	PUBLIC FACILITIES	WATER	SEWER	FIRE DISTRICT	HEALTH CARE DISTRICT
Beginning Balance 07/01/2012	\$ (12,291)	\$ 302,816	\$ 49,605	\$ 210,882	\$ 12,880	\$ 455,103	\$ 107,215	\$ 466,042	\$ -	\$ 14,901	\$ 151,060	\$ -	\$ 877
Revenues													
Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	1,311	92	390	24	842	198	862	-	28	279	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	1,311	92	390	24	842	198	862	-	28	279	-	-
Expenditures													
Project Planning, Design, Engineering, Support	-	-	-	-	-	-	-	-	-	-	-	-	-
City Park Tree Evaluation				4,950									
Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
1996 WWTP Expansion - Principal Payment											73,464		
1996 WWTP Expansion - Interest Payment											10,875		
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	4,950	-	-	-	-	-	-	84,339	-	-
Net Revenue (Expenditures)	\$ -	\$ 1,311	\$ 92	\$ (4,560)	\$ 24	\$ 842	\$ 198	\$ 862	\$ -	\$ 28	\$ (84,060)	\$ -	\$ -
Ending Balance 06/30/2013	\$ (12,291)	\$ 304,127	\$ 49,697	\$ 206,322	\$ 12,904	\$ 455,945	\$ 107,413	\$ 466,904	\$ -	\$ 14,929	\$ 67,000	\$ -	\$ 877

CITY OF CLOVERDALE
 REPORT OF IMPACT FEES
 JULY 1, 2013 TO JUNE 30, 2014

	500	502	504	506	508	510	512	514	515	620	650	100	100
	ADMIN	THOROUGHFARE	STORM DRAIN	QUIMBY ACT	PARKS NON-QUIMBY	PUBLIC SAFETY	CIVIC CENTER	CORP YARD	PUBLIC FACILITIES	WATER	SEWER	FIRE DISTRICT	HEALTH CARE DISTRICT
Beginning Balance 07/01/2013	\$ (12,291)	\$ 304,127	\$ 49,697	\$ 206,322	\$ 12,904	\$ 455,945	\$ 107,413	\$ 466,904	\$ -	\$ 14,929	\$ 67,000	\$ -	\$ 877
Revenues													
Fees	-	-	2	-	-	-	-	-	-	466,144	9,038	-	-
Interest	-	1,770	75	312	20	690	163	707	-	416	240	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	1	-
	-	1,770	77	312	20	690	163	707	-	466,560	9,278	1	-
Expenditures													
Project Planning, Design, Engineering, Support	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-	-
Water Well #11	-	-	-	-	-	-	-	-	-	224,962	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
1996 WWTP Expansion - Principal Payment	-	-	-	-	-	-	-	-	-	-	75,521	-	-
1996 WWTP Expansion - Interest Payment	-	-	-	-	-	-	-	-	-	-	757	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from General Fund	(12,291)	-	-	-	-	-	-	-	-	-	-	-	-
	(12,291)	-	-	-	-	-	-	-	-	224,962	76,278	-	-
Net Revenue (Expenditures)	\$ 12,291	\$ 1,770	\$ 77	\$ 312	\$ 20	\$ 690	\$ 163	\$ 707	\$ -	\$ 241,598	\$ (67,000)	\$ 1	\$ -
Ending Balance 06/30/2014	\$ -	\$ 305,897	\$ 49,774	\$ 206,634	\$ 12,924	\$ 456,635	\$ 107,576	\$ 467,611	\$ -	\$ 256,527	\$ -	\$ 1	\$ 877

CITY OF CLOVERDALE
 REPORT OF IMPACT FEES
 JULY 1, 2014 TO JUNE 30, 2015

	500	502	504	506	508	510	512	514	515	620	650	100	100
	ADMIN	THOROUGHFARE	STORM DRAIN	QUIMBY ACT	PARKS NON-QUIMBY	PUBLIC SAFETY	CIVIC CENTER	CORP YARD	PUBLIC FACILITIES	WATER	SEWER	FIRE DISTRICT	HEALTH CARE DISTRICT
Beginning Balance 07/01/2014	\$ -	\$ 305,897	\$ 49,774	\$ 206,634	\$ 12,924	\$ 456,635	\$ 107,576	\$ 467,611	\$ -	\$ 256,527	\$ -	\$ 1	\$ 877
Revenues													
Fees	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	1,572	77	318	20	702	165	719	-	741	247	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	1,572	77	318	20	702	165	719	-	741	247	-	-
Expenditures													
Project Planning, Design, Engineering, Support	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-	-
New Playground Equipment	-	-	-	-	11,138	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	11,138	-	-	-	-	-	-	-	-
Net Revenue (Expenditures)	\$ -	\$ 1,572	\$ 77	\$ 318	\$ (11,118)	\$ 702	\$ 165	\$ 719	\$ -	\$ 741	\$ 247	\$ -	\$ -
Ending Balance 06/30/2015	\$ -	\$ 307,469	\$ 49,851	\$ 206,952	\$ 1,806	\$ 457,337	\$ 107,741	\$ 468,330	\$ -	\$ 257,268	\$ 247	\$ 1	\$ 877

CITY OF CLOVERDALE
 REPORT OF IMPACT FEES
 JULY 1, 2015 TO JUNE 30, 2016

	500	502	504	506	508	510	512	514	515	620	650	100	100
	ADMIN	THOROUGHFARE	STORM DRAIN	QUIMBY ACT	PARKS NON-QUIMBY	PUBLIC SAFETY	CIVIC CENTER	CORP YARD	PUBLIC FACILITIES	WATER	SEWER	FIRE DISTRICT	HEALTH CARE DISTRICT
Beginning Balance 07/01/2015	\$ -	\$ 307,469	\$ 49,851	\$ 206,952	\$ 1,806	\$ 457,337	\$ 107,741	\$ 468,330	\$ -	\$ 257,268	\$ 247	\$ 1	\$ 877
Revenues													
Fees	15,934	83,459	3,404	-	252,268	-	-	-	132,738	162,180	565,128	51,391	3,895
Interest	14	1,927	82	325	246	795	188	788	-	913	830	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	15,948	85,386	3,486	325	252,514	795	188	788	132,738	163,093	565,958	51,391	3,895
Expenditures													
Project Planning, Design, Engineering, Support	-	-	-	-	-	-	-	-	-	-	-	-	-
Thyme Square Appraisal Fee	-	-	-	-	-	3,500	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-	-
Scoreboard at Ball Fields	-	-	-	8,151	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Note Payable for Fire House Building	-	-	-	-	-	-	-	-	-	-	-	42,655	-
1996 WWTP Expansion - Principal Payment	-	-	-	-	-	-	-	-	-	-	81,445	-	-
1996 WWTP Expansion - Interest Payment	-	-	-	-	-	-	-	-	-	-	2,894	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Paid to Fire & Health Care Districts	-	-	-	-	-	-	-	-	-	-	-	8,519	4,000
Total Expenditures	-	-	-	8,151	-	3,500	-	-	-	-	84,339	51,174	4,000
Net Revenue (Expenditures)	\$ 15,948	\$ 85,386	\$ 3,486	\$ (7,826)	\$ 252,514	\$ (2,705)	\$ 188	\$ 788	\$ 132,738	\$ 163,093	\$ 481,619	\$ 217	\$ (105)
Ending Balance 06/30/2016	\$ 15,948	\$ 392,855	\$ 53,337	\$ 199,126	\$ 254,320	\$ 454,632	\$ 107,929	\$ 469,118	\$ 132,738	\$ 420,361	\$ 481,866	\$ 218	\$ 772

**CITY OF CLOVERDALE
CITY COUNCIL
RESOLUTION NO. 035-2011**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE UPDATING THE PUBLIC FACILITIES
DEVELOPMENT IMPACT FEE FOR NEW DEVELOPMENT IN THE CITY OF CLOVERDALE AND
SUPERSEDING SUCH FEE UPDATED BY RESOLUTION NO. 030-2009 ADOPTED JUNE 10, 2009 AND THE
POLICE FACILITIES DEVELOPMENT IMPACT FEE UPDATED BY RESOLUTION NO. 095-2006 ADOPTED
NOVEMBER 15, 2006**

WHEREAS, the Cloverdale City Council adopted a new General Plan on May 13, 2009, by Resolution No. 022-2009, which outlines future land uses within the City of Cloverdale ("City"); and

WHEREAS, an Environmental Impact Report ("EIR") was prepared for the General Plan (State Clearinghouse Number 2007082143) pursuant to the California Environmental Quality Act ("CEQA") and certified by the Cloverdale City Council on May 13, 2009, by Resolution No. 020-2009; and

WHEREAS, the General Plan area is shown on the General Plan Land Use Map; and

WHEREAS, the General Plan incorporates policies and programs regarding public facilities required to serve future development, including policies that require new development to pay for its proportional fair share of the cost of public facilities for residential and nonresidential developments; and

WHEREAS, Policy PS 5-6 of the General Plan provides that the City should "Ensure that fire/police facilities and equipment are adequate for proposed development before granting approval;" and

WHEREAS, Implementation PS 1-5 of the General Plan provides that the City "will require that project sponsors participate in any assigned proportional cost for the expansion of the City Public Safety facilities, equipment, or services, including police, fire, and any other public safety services, provided within the City;" and

WHEREAS, Policy LU 6-2 of the General Plan provides that the City should "Provide adequate public facilities and services to meet the needs of the community;" and

WHEREAS, Policy LU 6-4 of the General Plan provides that the City should "Require new development to fund processing costs and necessary infrastructure and services required by such new development;" and

WHEREAS, the City Council may adopt and impose a public facilities development impact fee to pay for the cost of public facilities needed to support new development under the authority of Section 66000, *et seq.*, of the California Government Code ("Mitigation Fee Act"); and

WHEREAS, such development impact fees are not a "tax" as defined in Section 1, paragraph (e) of Article XIII C of the California Constitution ("Proposition 26") because such fees and charges are imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable cost to the local government of providing the service or product; and/or such fees and charges are imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable cost to the local government of providing the service or product; and/or such

fees and charges are imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections and audits, enforcing agricultural marketing orders and the administrative enforcement and adjudication thereof; and/or such fees and charges are imposed as a condition of property development; and

WHEREAS, the fees and charges adopted by this Resolution are not subject to the requirements of Article XIID of the California Constitution ("Proposition 218") concerning property related assessments and fees pursuant to *Apartment Association of Los Angeles County v. City of Los Angeles* (2001) 24 Cal.4th 830, in that such fees are not applicable to incidents of property ownership, but rather to actual use of and need for City services and/or facilities; and

WHEREAS, in accordance with Government Code Section 50076, fees and charges that do not exceed the reasonable cost of providing the service or regulatory activity for which the fees are charged and which are not levied for general revenue purposes are not special taxes as defined in Article 3.5 of the Government Code; and

WHEREAS, the City Council of the City of Cloverdale adopted Ordinance No. 465-92 on October 28, 1992 adding Sections 17.20.180 through 17.20.250 to the Cloverdale Municipal Code and establishing authority for imposing on development in the City of Cloverdale a public facilities development impact fee to pay for such development's equitable share of the cost of public improvements needed to mitigate the impacts of new development in the City of Cloverdale, including the impacts on police, civic center and corporation yard facilities, (collectively, "public facilities development impact fees"); and

WHEREAS, the Cloverdale City Council adopted Ordinance No. 645-2006 on December 13, 2006, amending Chapter 17.20 of the Cloverdale Municipal Code to delete reference to public safety fees in such chapter and establishing a new Chapter 17A.12, entitled "Cloverdale Police Department Impact Fee"; and

WHEREAS, the Cloverdale City Council adopted Ordinance No. 680-2011 on May 25, 2011, repealing Cloverdale Municipal Code sections 17.20.180 through 17.20.250, repealing Chapter 17A.12 entitled "Cloverdale Police Department Impact Fee," and adding a new Chapter 17A.12 establishing a public facilities development impact fee and authorizing imposition of a public facilities development impact fee necessary to fund improvements to public facilities, including police, civic center, and corporation yard facilities required by the City of Cloverdale to provide general public services to new development in the City; and

WHEREAS, pursuant to Sections 66001 of the Mitigation Fee Act and Section 17A.12.020, subdivision (B) of the Cloverdale Municipal Code, the City Council shall, in a City Council resolution adopted after a duly noticed public hearing, identify the purpose of the fee; identify the use to which the fee will be put; determine that there is a reasonable relationship between the use and the type of development project on which the fee will be imposed; determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed; and establish the relationship between the amount of the fee and the cost of the community facility or portion of the community facility attributable to the development project upon which the fee is imposed; and

WHEREAS, public facilities development impact fees were adopted by City of Cloverdale Resolution No. 83-92 on October 28, 1992, specifying the initial amount of the public facilities development impact fees, and Resolution No. 83-92 was amended February 22, 2006 by Resolution No. 22-2006; and

WHEREAS, the public facilities development impact fees were most recently updated by Resolution 30-2009, adopted June 10, 2009, to reflect changes in planned land uses and changes in the estimated costs of needed improvements to public facilities required to serve new development; and

WHEREAS, the police development impact fee was most recently updated by Resolution 095-2006 adopted November 15, 2006, based upon a Public Safety Master Plan prepared by CityGate Associates on May 26, 2006, to reflect changes in planned land uses and changes in the estimated costs of needed improvements to public facilities required to serve new development; and

WHEREAS, the City of Cloverdale has caused to be prepared a facilities and cost study entitled "Mitigation Fee Act Report/Quimby Act In-Lieu Fee Report," which report was prepared by Municipal Resources Group, LLC, dated January 14, 2011 ("MRG Report"), a copy of which is attached as **Exhibit A** hereto and made a part hereof; and

WHEREAS, the MRG Report analyzes the proposed public facilities development impact fees and describes the amounts necessary to fund City of Cloverdale public facilities, including police, civic center and corporation yard facilities, the public improvements to be financed, the estimated cost of the facilities to be funded, and a description of the reasonable relationship between the fees and the new development requiring such facilities; and

WHEREAS, the MRG Report outlines the costs of providing police facilities and equipment necessary to maintain the current level of police service and to provide services to future development projects, including: (1) constructing a new police headquarters building; (2) providing equipment for new police officers required to serve new development at existing police service levels; and (3) providing vehicles for new police officers required to serve new development at existing services levels; and

WHEREAS, the MRG Report outlines the costs of providing civic center facilities, including a new City Hall for community meeting space and office facilities for City staff required to serve new development at existing service levels; and

WHEREAS, the MRG Report outlines the costs of funding improvements to the City's corporation yard and public works maintenance facility required to serve new development at existing service levels; and

WHEREAS, the City Council adopted Resolution No. 025-2011 on April 27, 2011, providing notice of the City's intent to amend the City's public facilities development impact fee to reflect the cost of public services necessary to accommodate future development; and

WHEREAS, City staff advise that in future years, changes in the costs of providing the public facilities and improvements paid for by the development-related fees referenced herein are expected to be correlated to changes in the costs of providing police, civic center and corporation yard facilities and public services and should be adjusted accordingly; and

WHEREAS, the Mitigation Fee Act and other applicable law permits, but does not require, establishing fees, such as the public facilities development impact fees, for the purpose of defraying the cost of public facilities and/or services related to development; and

WHEREAS, other means than development fees exist by which cities may provide for the cost of public facilities and/or services related to development, which other means include, but are not limited to,

economic development activity such as attraction and retention of businesses that are a source of jobs, tax revenue and other economic and social benefits to the City and the Cloverdale community; and

WHEREAS, the City Council finds and determines that certain components of the public facilities development impact fees established pursuant to this Resolution may be determined not to apply to certain development projects that create economic benefits for the Cloverdale community sufficient to fund costs of facilities needed to serve such development projects, and that such finding and determination is within the City Council's legislative power to impose development fees on development projects or not, according to the City Council's sole and exclusive discretion, and that such finding and determination does not constitute a waiver or other economic benefit conferred on particular development projects pursuant to the California prevailing wage law or any other law, rule or legislation; and

WHEREAS, the Engineering News Record annually publishes an index of changes in the cost of construction – 20 City Average (the "Construction Cost Index" or "CCI"); and

WHEREAS, the MRG Report recommends that the public facilities development impact fees be adjusted annually using the ENR CCI; and

WHEREAS, in accordance with Section 66019 of the Mitigation Fee Act, at least fourteen (14) days prior to the public hearing at which this Resolution was adopted, notice of the time and place of the hearing was mailed to eligible interested parties who filed written requests with the City for mailed notice of meetings on new or increased fees or service charges; and

WHEREAS, in accordance with Government Code Section 66019, the MRG Report was available for public inspection, review, and comment for ten (10) days prior to the public hearing at which the Council considered the adoption of the public facilities development impact fees; and

WHEREAS, ten (10) days advance notice of the public hearing at which this Resolution was considered and adopted was given by publication in accordance with Government Code Section 6062a; and

WHEREAS, the action taken by this Resolution has no potential for physical effects on the environment because it involves an update of certain fees and/or charges imposed by the City, does not commit the City to any specific project, and said fees and/or charges are applicable to future development projects and/or activities, each of which future projects and/or activities will be fully evaluated in full compliance with the California Environmental Quality Act ("CEQA") when sufficient physical details regarding said projects and/or activities are available to permit meaningful CEQA review (See CEQA Guidelines, Section 15004(b)(1)). Therefore, approval of the updated fees and/or charges is not a "project" for purposes of CEQA, pursuant to CEQA Guidelines, Section 15378(b)(4); and, even if considered a "project" under CEQA, is exempt from CEQA review pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that approval of the updated fees and/or charges may have a significant effect on the environment; and

WHEREAS, it is consistent with applicable General Plan goals, policies, and programs that the public facilities development impact fees be adjusted to ensure that revenues from the public facilities development impact fees are sufficient to pay the City's costs of necessary infrastructure to accommodate growth under the General Plan and changing State and federal regulations; and

FINDINGS

WHEREAS, the City Council finds as follows:

A. The purpose of the public facilities development impact fees set forth in this Resolution is to finance general public facilities to provide funding: to maintain law enforcement service levels; to provide adequate emergency service facilities and equipment as established in the Cloverdale General Plan; to maintain general municipal service levels and community meeting space; and for improvements to a facility required to maintain the level of public works services, all of which are required to meet the broad range of needs of Cloverdale residents and employees.

B. The public facilities development impact fee proceeds collected pursuant to this Resolution shall be used to: construct a new Police Headquarters Building as specified in the MRG Report (Appendix B) and in other documents referenced therein; purchase equipment and vehicles for new police officers in order to maintain existing levels of service; construct a Civic Center/City Hall as specified in the MRG Report (Appendix C and Appendix D) and in other documents referenced therein; and fund improvements to the Corporation Yard as specified in the MRG Report and other documents referenced therein.

C. After considering the MRG Report, the testimony received at this noticed public hearing, accompanying staff reports, the General Plan, the E.I.R., and all correspondence received (together, "Record"), the City Council approves and adopts the MRG Report and incorporates such MRG Report herein and further finds that future development in the City will generate the need for the public facilities, including police, civic center and corporation yard facilities, described in the MRG Report and that such public facilities are consistent with the General Plan.

D. In adopting the public facilities development impact fees set forth in this Resolution, the City Council is exercising its powers under Article XI, Section 5 of the California Constitution, the Mitigation Fee Act, Title 17A (entitled "Development Fees") of the Cloverdale Municipal Code, and other applicable law.

E. The Record establishes:

1. That there is a reasonable relationship between the use of the public facilities development impact fees set forth in this Resolution (payment for certain listed public facilities) and the type of development projects upon which such fees are imposed in that the fees will be applied to residential, commercial and industrial development projects. Residential, commercial and industrial development projects will generate new demands for police, emergency and other City services, which the police facility improvements, the Civic Center/City Hall facility, and the improvements to the Corporation yard facility constructed with the proceeds of the fees will address and mitigate; and

2. That there is a reasonable relationship between the need for the facilities listed in the MRG Report and the type of development projects on which the public facilities development impact fees set forth in this Resolution are imposed in that the fees will be applied to single family residential, multi-family residential, mobile home, commercial and industrial development projects. These types of development projects generate new residents and new employees in the community. The new Police Headquarters Building will provide a facility for law enforcement personnel who provide direct City services to residents and employees. The vehicles and equipment are necessary for the transportation and services provided by emergency responders. The proceeds from the fees will be

used to address the police and emergency service demands of the new residents and employees. In addition, the Civic Center/City Hall and the improvements to the Corporation Yard will provide facilities for City personnel who provide direct City services to residents and employees. The proceeds from the fees will be used to address the general governmental service demands of the new residents and employees; and

3. That there is a reasonable relationship between the amount of the public facilities development impact fees set forth in this Resolution and the cost of the community facilities or portion thereof attributable to the development on which such fees are imposed in that such fees have been calculated by apportioning the cost of a new Police Headquarters Building, police vehicles and equipment, the Civic Center/City Hall and improvements to the Corporation Yard to the number of residents generated by each type of new residential unit, and to the "residential equivalent" of each employee generated by commercial and industrial development projects. The estimated cost of the Police Headquarters Building, Civic Center/City Hall, and Corporation Yard, which will serve existing and future development projects, has been allocated proportionately; and

4. That in accordance with Section 66005 of the Mitigation Fee Act, the cost estimates set forth in the MRG Report concerning the land and construction costs of the public facilities and improvements listed in the MRG Report are reasonable estimates, and the fees expected to be generated by future development will not exceed the estimated reasonable cost of such public facilities and improvements; and

5. That the method of allocation of the fees set forth in this Resolution to a particular development bears a fair relationship, and is roughly proportional, to each development's burden on, and benefits from, the public facilities to be funded by such fees, in that such fees are calculated based on the public facilities and services demands new development will generate.

F. The MRG Report is a detailed analysis of how public services will be affected by development in the City and the public facilities, including police, civic center and corporation yard facilities, required to accommodate that development.

ADOPTION OF FEES

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cloverdale as follows:

1. **Definitions**

a. "Commercial" shall mean any Development constructed or to be constructed on land having a General Plan land use designation of Commercial, including Mixed Commercial, Downtown Commercial, General Commercial, Service Commercial, Highway Frontage Commercial, Destination Commercial or Transit Oriented Development (as described in Exhibit 2.2 of the General Plan) or in a zoning designation for facilities for the purchase or sale of commodities or services and/or the sales, servicing, installation or repair of such commodities or services, and other space uses incidental to these activities.

b. "Development" shall mean the construction, alteration or addition, other than by the City, of any building or structure within the City.

c. "Facilities" shall mean those facilities that are described in Chapters III, IV and V of the City of Cloverdale Mitigation Fee Act Report/Quimby Act In-Lieu Fee Report prepared by Municipal Resource Group, LLC dated January 14, 2011 ("MRG Report"), Exhibit A, and in the Findings above. "Facilities" shall also include comparable alternative facilities should later changes in projections of development in the region necessitate construction of such alternative facilities; provided that the City Council later determines in accordance with applicable law: (1) that there is a reasonable relationship between development within the City and the need for alternative facilities; (2) that the alternative facilities are comparable to the facilities listed in Chapters III, IV, and V of the MRG Report contained in the Report; and (3) that revenue from fees charged pursuant to this Resolution will be used only to pay new Development's fair and proportionate share of the alternative facilities.

d. "Fees" shall mean the charge or charges imposed on Development to fund the Facilities to ensure that such Development pays its fair share of facilities needs generated by such Development pursuant to this Resolution and applicable law.

e. "Industrial" shall mean any development constructed or to be constructed on land having a General Plan land use designation of Industrial, including General Industry or Business Park (as described in Exhibit 2.2 of the General Plan) or on land having a General Plan land use or zoning designation for the manufacture, production, assembly, or processing of consumer goods and/or other space uses incidental to these activities.

f. "Mixed Development" shall mean a Development that includes more than one type of Development defined in this Section 1. Mixed Developments may combine Residential types of Development (Single Family, Multiple Family, or Mobile Home), non-Residential types of Development (commercial, or Industrial), or a combination of Residential and non-Residential types of Development.

g. "Mobile Home" shall mean any Development involving one or more Mobilehomes, as defined in Title 18 (entitled "Zoning") of the Cloverdale Municipal Code constructed or to be constructed on land having a General Plan land use designation permitting such Residential Development.

h. "Multi-family" shall mean any "Dwelling, Multi-Family Attached," "Dwelling, Single-Family Attached," and "Apartment" as defined in Chapter 18.11 of title 18 entitled "Zoning" of the Cloverdale Municipal Code.

i. "Residential" shall mean any Development constructed or to be constructed on land having a General Plan land use designation of Residential, including Rural Residential, Low Density Residential, Medium Density Residential or High Density Residential (as described in Exhibit 2.2 of the General Plan).

j. "Single Family" shall mean any "Dwelling, Single-Family Detached" as defined in Chapter 18.11 of title 18 entitled "Zoning" of the Cloverdale Municipal Code.

2. Public Facilities Development Impact Fees Imposed.

In accordance with Section 66001 of the Mitigation Fee Act, Public Facilities Development Impact Fees shall be imposed and paid at the times, and in the amounts and otherwise apply and be administered as prescribed in this Resolution on Development in accordance with the following:

a. Residential Fees. Fees shall be levied for each Residential unit, as follows:

POLICE

<u>Unit</u>	<u>Residents Per Unit</u>	<u>Cost per Resident Equivalent</u>	<u>Fee Per Unit</u>
Single Family	2.94	\$758	\$2,229
Multi-family	2.17	\$758	\$1,645
Mobile Home	2.37	\$758	\$1,796

CIVIC CENTER

<u>Unit</u>	<u>Residents Per Unit</u>	<u>Cost per Resident Equivalent</u>	<u>Fee Per Unit</u>
Single Family	2.94	\$583	\$1,714
Multi-family	2.17	\$583	\$1,265
Mobile Home	2.37	\$583	\$1,382

CORPORATION YARD

<u>Unit</u>	<u>Residents Per Unit</u>	<u>Cost per Resident Equivalent</u>	<u>Fee Per Unit</u>
Single Family	2.94	\$159	\$467
Multi-family	2.17	\$159	\$345
Mobile Home	2.37	\$159	\$377

TOTAL RESIDENTIAL FEES:

Single Family	\$1,500	\$4,410
Multi-family	\$1,500	\$3,255
Mobile Home	\$1,500	\$3,555

b. Commercial and Industrial Fees – Fees shall be levied for each Commercial and Industrial project as follows:

POLICE

	<u>Resident Equivalents/ 1,000 Square Feet</u>	<u>Cost Per Resident Equivalent</u>	<u>Fee per 1,000 Square Feet</u>
Commercial	.48	\$758	\$364
Industrial	.336	\$758	\$255

CIVIC CENTER

	<u>Resident Equivalents/ 1,000 Square Feet</u>	<u>Cost Per Resident Equivalent</u>	<u>Fee per 1,000 Square Feet</u>
Commercial	.48	\$583	\$280
Industrial	.336	\$583	\$196

CORPORATION YARD

	<u>Resident Equivalents/ 1,000 Square Feet</u>	<u>Cost Per Resident Equivalent</u>	<u>Fee per 1,000 Square Feet</u>
Commercial	.48	\$159	\$76
Industrial	.336	\$159	\$53

TOTAL COMMERCIAL AND INDUSTRIAL FEES:

Commercial	\$1,500	\$720
Industrial	\$1,500	\$504

3. Inapplicability of Specified Components of the Public Facilities Development Impact Fees to Certain Specified Non-Residential Development.

Notwithstanding Section 2 above, specified components of the Public Facilities Development Impact Fees established pursuant to this Resolution, as listed in the table under Section 2 and as updated in accordance with Sections 9 and 10 of this Resolution, shall not apply to original construction of Commercial, Industrial or other non-Residential improvements, or the addition of floor space to existing Commercial, Industrial or other non-Residential improvements, where the project applicant demonstrates to the City's satisfaction that such non-Residential Development offers economic development benefits to the City of Cloverdale that equal or exceed the portion of the cost of public facilities and/or services related to such Development that would otherwise be funded by such fee components, and executes an agreement between the developer and the City detailing the economic benefits of the project, the Fee components that shall not apply, the amount of such otherwise applicable Fees, and how the cost of the public facilities and/or services related to such Development shall be secured in the event the anticipated economic benefits do not result; indemnifying the City for liability connected with the Development or the agreement; and addressing such other matters as may be deemed necessary or advisable by the City Attorney. Such public facilities and/or service costs may be secured by deposit of the otherwise applicable amounts with the City subject to return of such deposit upon realization of the economic development benefits, by posting of bonds or other security, or by other means acceptable to the City. The cost of public facilities and/or services related to projects subject to this provision shall not be borne by other payers of Public Facilities Development Impact Fees, but shall instead be funded from other revenue sources of the City that may lawfully fund such costs.

4. Time for Imposing Fees for Residential Subdivisions.

In accordance with Government Code Section 65961, the Fees for Single Family and Multi-family Residential subdivision Development for which tentative or parcel maps are required pursuant to the Subdivision Map Act (Government Code Sections 66410, *et seq.*) shall be imposed at the time of approval or conditional approval of a tentative or parcel map for such residential subdivision Development, as applicable. Payment of the Fees shall be deemed to be a condition of all such tentative or parcel maps. Notwithstanding this Section 4, the time for payment of the Fees for all Development, including Single Family and Multi-family subdivisions, shall be as specified in Section 5 below.

5. Time for Fees Payment.

a. In accordance with Section 66007, subdivision (b) of the Mitigation Fee Act, Fees shall be charged and paid for each Residential Development upon the date of final inspection or issuance of a temporary or final certificate of occupancy for such Residential Development, whichever is earlier.

b. In accordance with Section 66007, subdivision (b) of the Mitigation Fee Act, for Residential Development that contains more than one dwelling, the Fees shall be paid on a pro-rata basis for each dwelling when it receives its final inspection or temporary or final certificate of occupancy, whichever occurs first; except that, the Fees for all Residential units in the Development must be paid within twelve (12) months of issuance of the first final inspection or temporary or final certificate of occupancy for that Development.

c. In accordance with Section 66007, subdivision (b), paragraph (2), if the Fees are to reimburse the City for expenditures previously made, or if the City determines that the Fees will be collected for Facilities for which an account has been established and funds appropriated and for which the City has adopted a proposed construction schedule prior to issuance of the building permit for such Residential Development, then the Fees shall be charged and paid upon issuance of the building permit for such residential Development. However, with respect to a Residential Development proposed by a nonprofit housing developer in which at least forty-nine percent (49%) of the total units are reserved for occupancy by lower income households, as defined in Health and Safety Code Section 50079.5, at an affordable rent, as defined in Health and Safety Code Section 50053, the payment procedures described in Section 66007(b)(2)(A)-(B) of the Mitigation Fee Act shall apply.

d. Except as may be otherwise provided by duly adopted City Council resolution, fees shall be charged and paid for each non-residential Development upon the date of final inspection or issuance of a temporary or final certificate of occupancy for such non-Residential Development, whichever is earlier.

6. Use of Fee Revenue.

In accordance with Section 66006, subdivision (a) of the Mitigation Fee Act, the revenues raised by payment of the Fees shall be placed in a separate, interest bearing account to permit accounting for such revenues and the interest which they generate. Such revenues and interest shall be used only for the Facilities and the purposes for which the Fees were collected, which are the following:

- a. To pay for acquisition of Facilities;
- b. To pay for programs, measures, design, engineering, construction of and property acquisition for, and reasonable costs of outside consultant studies related to, the Facilities;
- c. To reimburse the City for Facilities constructed by the City with funds from other sources including funds from other public entities, unless such funds were obtained from grants or gifts intended by the grantor to be used for the Facilities.
- d. To reimburse developers that have designed and constructed any of the Facilities with prior City approval and have entered into an agreement, as provided in Section 11 below; and

7. Standards.

The standards upon which the need for the Facilities are based are the standards of the City, including the standards contained in the General Plan, and those City standards reflected in the MRG Report.

8. Periodic Review and Reporting.

In accordance with Section 66006 of the Mitigation Fee Act, the City shall make available to the public, within 180 days after the last day of each fiscal year, the following information for that fiscal year:

- a. During each fiscal year, the City Manager shall prepare a report for the City Council, pursuant to Section 66006, subdivision (b) of the Mitigation Fee Act, identifying the balance of Fees revenues in the Fees account.
- b. In accordance with Section 66001, subdivision (d) of the Mitigation Fee Act, and in connection with the public information required to be provided annually by section 66006, subdivision (b) of the Mitigation Fee Act, for the fifth fiscal year following the first deposit of Fees proceeds into a separate account, and every five years thereafter, the City shall, with respect to the unexpended funds in the account:
 - i. identify the purpose to which the Fees are put;
 - ii. demonstrate a reasonable relationship between the Fees and the purposes for which they are charged;
 - iii. identify all sources and accounts of funding anticipated to complete financing for incomplete Facilities; and
 - iv. designate the approximate dates on which such funding is expected to be deposited.
- c. Pursuant to Section 66002, subdivision (a), of the Mitigation Fee Act, the City Council shall also review, as a part of any adopted City Capital Improvement Plan each year, the approximate location, size, time of availability and estimates of cost for all Facilities to be financed with the Fees. The estimated costs shall be adjusted in accordance with appropriate indices of inflation. The City Council shall make findings identifying the purpose to which the existing Fees revenue balances are to be put and demonstrating a reasonable relationship between the Fees and the purpose for which they are charged.

9. Subsequent Analysis and Revision of the Fees.

The Fees set herein are adopted and implemented by the City Council in reliance on the record identified above. The City may continue to conduct further study and analysis to determine whether the Fees should be revised. When additional information is available, the City Council may review the Fees to determine that the Fees amounts are reasonably related to the impact of Development within the City. In addition to the inflation adjustments pursuant to this Resolution, the City Council may revise the Fees to incorporate the findings and conclusions of further studies and any standards in the General Plan and other City standards, as from time to time amended by the City.

10. Fees Adjustments.

The Fees are based on Facilities costs estimated in 2010. The City Manager is authorized and shall adjust the applicable Fees annually, beginning on January 1, 2012, by the percentage change in the Engineering

News Record Construction Cost Index – 20 City Average, based on the change in that Index from December 2010 (which is 8952), to December in the year immediately preceding the adjustment. The City Manager shall periodically review actual Facilities construction costs, and if such costs vary significantly from the Engineering News Record – Construction Cost Index adjusted Fees, the City Manager shall propose that the City Council adjust the Fees to reflect the actual Facilities construction costs.

11. Credits and Reimbursement for Developer Constructed Facilities.

The City and a developer may enter into an improvement agreement to allow the developer to construct certain of the Facilities. Entering such an agreement is within the City's sole discretion. Such agreement shall provide for security for the developer's commitment to construct Facilities and shall refer to this Resolution for credit and reimbursement. If the City enters into such an agreement with a developer prior to construction of one or more of the facilities, the City shall provide the developer a credit in accordance with the following:

a. **Credit Amount.** The credit shall be in an amount not to exceed the cost of such Facilities as estimated by the City, or the developer's actual cost of constructing the Facilities, whichever is less. For the purposes of this section, the Facilities cost as estimated by the City shall be the amount listed in the MRG Report for those particular Facilities, as subsequently adjusted pursuant to this Resolution prior to issuance of the building permit for the Facilities. Once issued, credit pursuant to this section shall not be adjusted for inflation or any other factor. Credit provided pursuant to this section is not transferable.

b. **Application of Credit.** Credit pursuant to this section may be applied by developers against the Fees applicable to a particular project until the credit is exhausted or an excess credit results. The total credit shall be divided by the number of units (for a Residential project) to determine the amount of credit which can be applied against the Fees for each unit and, if the credit per unit is less than the Fees per unit, the developer shall pay the difference for each unit. If a credit pursuant to this section is less than the Fees applicable to a particular non-Residential Development project, the developer shall pay the City the balance in cash.

c. **Reimbursement for Excess Credit.** Reimbursement for excess credit shall only be from remaining unspent Fee revenues. Once all the Facilities have been constructed or acquired and to the extent Fee revenues are sufficient to cover all claims for reimbursement of Fees revenues, including reimbursement for excess credit, developers with excess credit shall be entitled to reimbursement, subject to such developers certifying in writing to the City that the cost of constructing the Facilities which resulted in an excess credit was not passed on to homeowners, and indemnifying the City from land owner claims for reimbursement under the Mitigation Fee Act and Section 66001 of the Mitigation Fee Act in particular. If remaining Fee revenues after all of the Facilities have been constructed or acquired are insufficient to cover all claims for reimbursement of Fee revenues, such claims, including claims for reimbursement of excess credit, shall be reimbursed on a pro rata basis in accordance with applicable law.

12. Effective Date.

In accordance with Section 66017 of the Mitigation Fee Act, this Resolution shall become effective and supersede the predecessor public facilities fees established and adopted by Resolution Number 465-92 on October 28, 1992 and revised by Resolution No. 22-2006 adopted February 22, 2006, Resolution No.

30-2009, adopted June 10, 2009 and the police facilities fee adopted by Resolution No. 095-2006 on November 15, 2006 sixty (60) days from its adoption.

13. Severability.

Each component of the Fees and all portions of this Resolution are severable. Should any individual component of the Fees or any portion of this Resolution be adjudged to be invalid and unenforceable by a body of competent jurisdiction, then the remaining Fee components and/or Resolution portions shall be and continue in full force and effect, except as to those Fee components and/or Resolution portions that have been adjudged invalid. The City Council hereby declares that it would have adopted this Resolution and each section, subsection, clause, sentence, phrase, and other portion thereof, irrespective of the fact that one or more section, subsection, clause, sentence, phrase or other portion may be held invalid or unconstitutional.

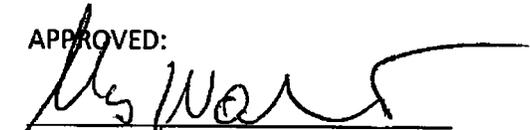
14. Supersession/Repeal/Savings.

Resolution No. 22-2006 adopted February 22, 2006, is hereby repealed in its entirety. All other resolutions and parts thereof in conflict with the provisions of this Resolution are superseded and repealed, effective on the effective date of the Fees imposed pursuant to Section 2. However, violations, rights accrued, liabilities accrued, or appeals taken, prior to the effective date of this Resolution, under any chapter, ordinance, or part of an ordinance, or resolution or part of a resolution, shall be deemed to remain in full force for the purpose of sustaining any proper suit, action, or other proceedings, with respect to any such violation, right, liability or appeal.

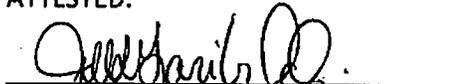
It is hereby certified that the foregoing Resolution No. 035-2011 was duly introduced and legally adopted by the City Council of the City of Cloverdale at its regular meeting held on the 8th day of June, 2011 by the following vote: (4-ayes, 1-noes)

AYES: Councilmember Palla, Vice Mayor Cox, Councilmember Russell, and Mayor Wolter
NOES: Councilmember Maacks
ABSENT: None
ABSTAIN: None

APPROVED:


Gus Wolter, Mayor

ATTESTED:


Jill Garibaldi, Deputy City Clerk

1645541.1

CITY OF CLOVERDALE
MITIGATION FEE ACT REPORT
QUIMBY ACT IN-LIEU FEE REPORT

MUNICIPAL RESOURCE GROUP, LLC
675 HARTZ AVENUE, SUITE 300
DANVILLE, CA 94526
(530) 878-9100

JANUARY 14, 2011



CITY OF CLOVERDALE
MITIGATION FEE ACT REPORT
QUIMBY ACT IN-LIEU FEE REPORT

TABLE OF CONTENTS

	<u>PAGE</u>
I. INTRODUCTION	1
II. POPULATION AND EMPLOYMENT ANALYSIS	5
III. PUBLIC SAFETY – POLICE FACILITIES FEE	9
IV. GENERAL CITY – CIVIC CENTER FEE	14
V. GENERAL CITY – CORPORATION YARD FEE	18
VI. QUIMBY ACT PARK LAND ACQUISITION IN-LIEU FEE	22
VII. PARK LAND ACQUISITION FEE (NON-QUIMBY ACT)	26
VIII. PARKS AND RECREATION FACILITIES CONSTRUCTION FEE	29
IX. ADMINISTRATION FEE	32
X. ANNUAL FEE ADJUSTMENT	39
Appendix A Proportionality Analysis	41
Appendix B Public Safety – Police Facilities Fee Analysis	42
Appendix C City Hall Space Budget and Cost Model	43
Appendix D General City – Civic Center Fee Analysis	45
Appendix E General City – Corporation Yard Fee Analysis	46
Appendix F Park and Recreation Facilities Fee Analysis	47
Appendix G Administration Fee - Mitigation Fee Act Requirements	48
Appendix H Administration Fee – Quimby Act Requirements	49

CITY OF CLOVERDALE
MITIGATION FEE ACT REPORT
QUIMBY ACT IN-LIEU FEE REPORT

I. INTRODUCTION

The City of Cloverdale established a Development Impact Fee program in 1992. The development impact fees were modified in subsequent years to reflect changes in the estimated costs of public facilities, changes in the intensity of future development permitted in the City's General Plan, and changes in the facilities required to serve future development.

The City Council adopted a new General Plan on May 13, 2009. This Mitigation Fee Act Report and Quimby Act In-Lieu Fee Report has been prepared to assure that development impact fees are commensurate with the public facilities required to serve the future development envisioned in the General Plan, and to maintain existing City standards for public facilities.

The City of Cloverdale General Plan includes policies regarding public facilities required to serve future development:

- Policy LU 6-2: "Provide adequate public facilities and services to meet the needs of the community."
- Policy LU 6-4: "Require new development to fund processing costs and necessary infrastructure and services required by such new development."
- Policy PR 1-2: "Provide five acres of City-owned park and recreation land per 1,000 residents."
- Policy PS 5-6: "Ensure that fire/police facilities and equipment are adequate for proposed development before granting approval."

Together, these General Plan policies form the basis for the City's continuation and updating of development impact fees to fund the proportionate cost of public facilities required to serve new development. This Report proposes revisions to the existing development impact fees to reflect the potential future residential and commercial population envisioned in the 2009 General Plan, and to reflect current public facility construction costs and land costs.

The Report recommends modifications to the following fees:

- Public Safety - Police Facilities Fee
- General City Fee - Civic Center
- General City Fee - Corporation Yard
- Park and Recreation Facilities Construction Fee
- Quimby Act Parkland Acquisition In-lieu Fee
- Park Land Acquisition Fee for development projects not subject to the Quimby Act
- Administration Fee

The City has also adopted separate development impact fees for other public facilities which are not the subject of this Report. These separate fees include the following:

- Street and Thoroughfare System Fee
- Storm Drainage Fee
- Water Capacity Fee
- Sewer Capacity Fee
- Public Safety – Fire Fee
- Public Safety – Health Care Fee

The Report identifies the cost of future public facilities required to maintain existing service levels, and as necessary to serve future development projects. The Report identifies the methodology used to assign an appropriate proportional percentage of the cost of future public facilities to future development projects. The Report also calculates the mitigation fees that will be required to finance the portion of future public facilities attributable to future development projects.

THE MITIGATION FEE ACT

This Report has been prepared pursuant to the State of California's enabling legislation for development impact mitigation fees. The authority for establishing development impact mitigation fees for residential and non-residential development projects is found in the Mitigation Fee Act, also known as AB 1600, as codified in the California Government Code beginning with Section 66000.

The Mitigation Fee Act permits local agencies to establish and collect a fee as a condition of approval of a new development project for the purpose of defraying the cost of public

facilities. Public facilities are defined in the statute as public improvements, public services and community amenities. The fee may include costs attributable to the increased demand for public facilities generated by future development. The fee may also include the cost of refurbishing existing facilities to maintain an existing level of service, or to achieve an adopted level of service that is consistent with the General Plan. The fee may not be used to pay for existing deficiencies in public facilities.

The public facilities must be identified in a capital improvement plan, the General Plan, an applicable specific plan or other public documents.

Under the Mitigation Fee Act, a local agency considering an action establishing, increasing or imposing a fee as a condition of approval of a development project must do all of the following:

1. Identify the purpose of the fee.
2. Identify the use to which the fee is to be put.
3. Determine that there is a reasonable relationship between the fee's use and the type of development project upon which the fee is imposed.
4. Determine that there is a reasonable relationship between the need for the public facility and the type of development project upon which the fee is imposed.
5. Determine that there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development project upon which the fee is imposed.

The Report provides the analysis required by the Mitigation Fee Act to satisfy these findings. Each chapter in the Report includes a section addressing the requirements of the Mitigation Fee Act and provides the basis for the five findings required to adopt and implement the fee referenced in that chapter.

THE QUIMBY ACT

Park land dedication requirements for residential subdivisions are authorized by the Quimby Act, as codified in the California Government Code beginning with Section 66477. The Quimby Act authorizes a City to require the dedication of a minimum of three acres of land per one thousand residents in proposed residential subdivisions, or the payment of an in-lieu fee. If the amount of existing park land in the jurisdiction exceeds a ratio of three acres per one thousand

residents, the agency may require the dedication of the ratio of existing park land per one thousand residents, up to a maximum of five acres per one thousand future residents.

The City of Cloverdale has an existing inventory of parkland that exceeds five acres per one thousand residents. The Report recommends a dedication requirement and an in-lieu fee to maintain a standard of five acres per one thousand residents at General Plan build-out.

The Quimby Act requirements apply only to the Park Dedication and In-Lieu Fee discussed in Chapter VI.

Quimby Act requirements do not apply to existing vacant residential lots, minor subdivisions that do not seek building permits within four years of receiving parcel map approval, or multi-family projects that are not part of a major subdivision. Residents who will occupy future residential units that are not subject to the Quimby Act will nonetheless create demand for park facilities. To address this demand, public agencies typically adopt a park land acquisition fee under the authority of the Mitigation Fee Act, to collect a similar fee from development projects that are not subject to the Quimby Act. Accordingly, Chapter VII proposes a separate fee for park land acquisition for future residential development projects that are not subject to the Quimby Act.

II. POPULATION AND EMPLOYMENT ANALYSIS

Development impact fees may be imposed on future residential and non-residential development projects to pay a proportionate amount of the cost of public facilities, based on the increased demand for public facilities resulting from future development projects.

To determine the proportionate amount of the future public facility costs that are attributable to the increased demand by future development projects, mitigation fee studies compare the demand for services and facilities by the existing residential and non-residential development to the demand for services by future residential and non-residential development.

Demand for services by residential development is typically measured by population statistics. Demand for services by non-residential development is typically measured by the number of employees per 1,000 square feet of non-residential development. These demand factors are discussed in the following sections.

Population

The existing City of Cloverdale population is 8,636 (Source: California Department of Finance, Demographic Research Unit, January 1, 2010). The Cloverdale General Plan estimates a population of 12,000 at build-out, which is an increase of 3,364 in population. The existing and future population is one factor that is used in this Report to estimate the proportional impact of existing versus future development on public facilities.

Non-Residential Development; Employees

The Cloverdale General Plan and the General Plan Draft EIR indicate an “expected” future development of up to 1.6 million square feet of non-residential space by year 2025, which is based on the assumption that a one-to-one jobs-to-housing ratio will be achieved by 2025. City staff has indicated that a more likely scenario is the development of approximately 578,995 square feet from 2010 to 2025, as described in Table 5 of the General Plan Draft EIR, Appendix 5 (at the current jobs-to-housing ratio).

There are approximately 2,050 employees currently working in Cloverdale (Source: City of Cloverdale General Plan Draft EIR; ABAG Projections 2007). The General Plan Draft EIR Appendix 5 indicates that 578,995 square feet of non-residential development will generate an increase of 950 employees during this period.

The existing and future number of employees is the second factor that is used in this Report to estimate the proportional impact of existing versus future development on public facilities.

Resident Equivalents

Employees are generally considered to have less of an impact on public services and public facilities than residents. The General Plan Draft EIR (Chapter 7, Table III-2) utilizes the number of hours a fulltime employee is present in the City of Cloverdale (40 hours) divided by the number of hours in a week (168 hours) as the ratio of the impact one employee may have on public facilities, as compared to one resident. Thus, in the General Plan Draft EIR, and in this development impact fee analysis and Report, one employee is considered to have the impact of .24 residents (40/168). This is known as an "employee resident equivalent". That is, one employee is equal to .24 resident equivalents.

Proportionalities

Combining populations with "employee resident equivalents" allows the analysis to identify the proportion of facility costs attributable to existing and future developments.

Table II-1 presents the combined existing and future population and employee resident equivalents. It indicates that the existing population and employees (employee resident equivalents) generate 72% of the demand for public facilities, while future development will generate 28% of the demand for public facilities. For public facilities that will serve both existing and future development, these are the percentages that are used to allocate the cost of those facilities between existing and future development. Stated differently, 28% of the facility costs that serve both existing and future developments are included in the calculation of the development impact fees.

Table II-1: Population, employees and resident equivalents

	Existing development	Future development	Build-out (2025)
Residents	8,636	3,364	12,000
"Employee resident equivalents" (employees multiplied by .24)	(2,050 x .24) 492	(950 x .24) 228	(3,000 x .24) 720
Total "resident equivalents"	9,128	3,592	12,720
Percent "resident equivalents"	72%	28%	100%

Source: City of Cloverdale General Plan Draft EIR; ABAG Projections 2007; Municipal Resource Group

Appendix A to this Report provides a detailed analysis supporting the proportionality and allocation of costs attributable to new development.

Some public facilities included in this Report have been determined to be wholly attributable to future residential and non-residential developments. For these public facilities, 100% of the cost is assigned to future development. These facilities are identified in subsequent chapters and in the appendices to this Report.

LAND USE AND FEE CATEGORIES

The Mitigation Fee Act requires the City to determine that there is a reasonable relationship between the need for the public facility and the types of development projects upon which the fee is imposed. The need for public facilities is generated by the number of residents and the number of employees (employee resident equivalents) in each land use category.

The types of development projects that create the need for facilities are single family residential, multi-family residential, mobile home, commercial and industrial projects. Fees are proposed for each of these land use categories.

For residential developments, the proposed fees are based on the number of residents per household. United States Census Bureau data indicates that there are an average of 2.94 residents per single family unit, 2.17 residents per multi-family unit, and 2.37 residents per mobile home in Cloverdale. (Source: United States Census Bureau, Tables H32-H33)

For non-residential developments, the proposed fees are based on the number of employees per 1,000 square feet. The number of employees per 1,000 square feet is based on the analysis in the General Plan Draft EIR, Appendix 5, which indicates that commercial development projects have 2 employees per 1,000 square feet and industrial development projects have 1.4 employees per 1,000 square feet.

Table II-2 presents the number of residents, employees and employee resident equivalents for these land use categories. This information is used in calculating fees in subsequent chapters in this Report.

Table II-2: Persons per household and resident equivalents per 1,000 square feet

	Persons per household ¹	Employees / 1,000 square feet ²	Resident equivalents/ 1,000 sq. ft. (employees x .24) ²
Single family residential	2.94		
Multi-family residential	2.17		
Mobile home	2.37		
Commercial		2.0	.48
Industrial		1.4	.336

Source: (1) United States Census Bureau, Tables H32-H-33; (2) Cloverdale General Plan Draft Environmental Impact Report, Appendix 5

The estimated project costs, amounts attributable to the development impact fee program and the fees for all land use categories are presented in the following sections of this Report. Proposed findings pursuant to the Mitigation Fee Act are also provided.

III. PUBLIC SAFETY - POLICE FACILITIES FEE

The existing Public Safety – Police Facilities Fee is based on allocating to future development a proportionate share of the cost of building a new Police station and acquiring vehicles and equipment that will be required to maintain existing service levels. The proposed Public Safety – Police Facilities Fee includes three facility and equipment costs that are necessary to maintain the current level of service and to provide services to future development projects. These include:

- Construct a new Police Headquarters Building.
- Provide equipment for new Police Officers required to serve new development and to maintain existing service levels.
- Provide vehicles for new Police Officers required to serve new development and to maintain existing service levels.

Police Headquarters Building

The City retained Ross Drulis Cusenbery Architecture, Inc. (RDC) to prepare a building program for a new Cloverdale Police Headquarters Building. The Program Verification Study and Conceptual Cost Plan prepared by RDC, dated October 4, 2010, indicate a need for a 13,056 square foot building with a total cost of \$8,052,750. The RDC study also indicates that the Police Headquarters will require 1.02 acres of land. Based on several recent land appraisals, the land cost for the Police Headquarters is estimated at \$414,750. Appendix B provides a summary of the construction cost, soft costs and land cost for the Police Headquarters. The total cost is \$8,467,500. Because the Police Headquarters Building will serve existing and new development, 28% (\$2,370,900) of the cost of this facility is attributable to future development and is included in the calculation of the Public Safety – Police Facilities Fee.

Police Officer Equipment

Police Officer equipment, such as firearms, uniforms, body armor, radios and as otherwise required by the Police Association Memorandum of Understanding will be purchased to provide law enforcement services to future development and to maintain the existing law enforcement standard in the community.

Cloverdale currently has approximately 1.75 sworn staff/1,000 population. Six additional sworn staff would be required to maintain this ratio in the future. The current equipment cost is estimated at \$4,600 per Police Officer. Appendix B provides a summary of the costs for

equipment for six Police Officers. The total cost is \$27,600. One-hundred percent of this cost is attributable to future development, as the costs will be incurred solely to provide services to future development.

Police Vehicles

Police vehicles will be purchased to provide law enforcement services to future development and to maintain the existing law enforcement standard in the community.

Cloverdale assigns a vehicle to each Police Officer, which will require six vehicles for the six additional Police Officers. The current estimated cost is \$54,000 per vehicle. Appendix B provides a summary of the vehicle costs. The total cost is \$324,000. One-hundred percent of this cost is attributable to future development, as the costs will be incurred solely to provide services to future development.

In total, \$2,722,500 is attributable to future development and the Public Safety – Police Facilities Fee.

CALCULATION OF THE FEE PER RESIDENT EQUIVALENT

The total cost of police facilities apportioned to future development projects is \$2,722,500. The total number of future "resident equivalents" (residents plus employee resident equivalents) was determined to be 3,592 (Table II-1). Dividing the total cost by the total resident equivalents results in a cost per resident equivalent of \$758, as presented in Table III-1.

Table III-1: Police facilities cost per resident equivalent

	Future development
Amount apportioned to future development (A)	\$2,722,500
Resident equivalents from future development (B)	3,592
Cost per resident equivalent (A divided by B)	\$758

Source: City of Cloverdale; Ross Drulis Cusenbery Architecture, Inc.; Municipal Resource Group

CALCULATION OF THE FEE PER RESIDENTIAL UNIT

The mitigation fee will be imposed on each type of residential unit. To calculate the fee per unit, the cost per resident equivalent (\$758) is multiplied by the average number of residents per unit. Table III-2 calculates the fee per residential unit by multiplying the residents per unit (from Table II-2) by the cost per resident equivalent (\$758).

Table III-2: Public Safety – Police Facilities Fee per residential unit

	Residents per unit	Cost per resident equivalent	Fee per unit
Single family unit	2.94	\$758	\$2,229
Multi-family unit	2.17	\$758	\$1,645
Mobile home unit	2.37	\$758	\$1,796

Source: City of Cloverdale; Municipal Resource Group

CALCULATION OF THE FEE PER 1,000 SQUARE FEET OF BUILDING SPACE

Table III-3 calculates the fee per 1,000 square feet for future commercial and industrial developments by multiplying the number of resident equivalents per 1,000 square feet of building space (from Table II-2) by the cost per resident equivalent (\$758).

Table III-3: Public Safety – Police Facilities Fee per 1,000 square feet

	Resident equivalents/1,000 square feet	Cost per resident equivalent	Fee per 1,000 square feet
Commercial	.48	\$758	\$364
Industrial	.336	\$758	\$255

Source: City of Cloverdale, Municipal Resource Group

MITIGATION FEE ACT - FINDINGS

The Mitigation Fee Act requires a local agency considering an action establishing, increasing or imposing a fee to address the following procedural requirements.

1. *Identify the purpose of the fee.*

The purpose of the Public Safety – Police Facilities Fee is to provide funding to maintain law enforcement service levels and to provide adequate emergency service facilities and equipment to meet the broad range of needs of Cloverdale residents and employees, as established in the City of Cloverdale General Plan.

2. *Identify the use to which the fee is to be put.*

The proceeds from the fees will be used to construct a new Police Headquarters Building as specified in this Report (Appendix B) and in other documents referenced by this Report, including the City of Cloverdale General Plan, the City of Cloverdale Capital Improvement Plan and the Ross Drulis Cusenbery, Architecture, Inc. Program Verification Study and Conceptual Cost Plan for a new Police Headquarters Building. In addition, the proceeds will be used to purchase equipment and vehicles for new Police Officers, to maintain the existing level of service.

3. *The relationship between the fee's use and the type of development project upon which the fee is imposed.*

The fee will be applied to residential, commercial and industrial development projects. Residential, commercial and industrial development projects will generate new demands for police and emergency services. The police facility improvements constructed and the vehicles and equipment purchased with the proceeds of the fee will address and mitigate the additional impacts and demands created by these residential and non-residential development projects.

4. *The relationship between the need for the community facility and the type of development project upon which the fee is imposed.*

The fee will be applied to single family residential, multifamily residential, mobile home, commercial and industrial development projects. These types of development projects generate new residents and new employees in the community. The new Police Headquarters Building will provide a facility for law enforcement personnel who provide direct City services to residents and employees. The vehicles and equipment are necessary for the transportation and services provided by emergency responders. The proceeds from the fee will be used to address the police and emergency service demands of the new residents and employees.

5. *The relationship between the amount of the fee and the cost of the community facility or portion of the community facility attributable to the development project upon which the fee is imposed.*

The fee has been calculated by apportioning the cost of a new Police Headquarters Building and Police vehicles and equipment to the number of residents generated by each type of new residential unit, and to the "resident equivalent" of each employee generated by commercial and industrial development projects. The estimated cost of the Police Headquarters Building, which will serve existing and future development projects, has been allocated proportionately.

COMPARISON OF EXISTING AND PROPOSED FEES

The proposed fees are based on the currently identified Police facilities required to serve future development projects, updated cost estimates, updated General Plan build-out statistics and the methodology described in this Report. These factors will differ from the previous study that was prepared in 2006. The cost estimate for the Police Headquarters Facility has increased, which has an upward impact on the fees. The proposed commercial and industrial fees in this Report are lower than the existing fees because the 2006 study weighted the impact of employees equally with residents; as discussed in Chapter II above, this Report assumes that one employee has the same impact as .24 residents. This has the effect of lowering the commercial and industrial fees per 1,000 square feet.

Table III-4 presents the existing fees and the proposed fees.

Table III-4: Existing and proposed Public Safety – Police Facilities Fee

	Existing fee	Proposed fee	Unit of measurement
Single family residential	\$1,276.42	\$2,229	Unit
Multi-family residential	\$1,239.46	\$1,645	Unit
Mobile home	\$1,104.33	\$1,796	Unit
Commercial (per 1,000 square feet)	\$ 931.93	\$ 364	1,000 square feet
Industrial (per 1,000 square feet)	\$ 652.34	\$ 255	1,000 square feet

Source: City of Cloverdale; Municipal Resource Group

IV. GENERAL CITY – CIVIC CENTER FEE

The existing General City – Civic Center Fee is based on allocating to future development a proportionate share of the cost of building a new Cloverdale City Hall. The existing fee is based on a 9,900 square foot future City Hall, which was estimated in 1998 to cost approximately \$100 per square foot.

MRG retained the services of Group 4 Architecture, Research + Planning to prepare a Building Space Budget and a Cost Model for a Civic Center/City Hall designed to provide services to a community of 12,000 (Cloverdale build-out population). The Building Space Budget estimates the need for 11,000 square feet to accommodate a community/Council meeting room for one hundred persons, and office facilities to accommodate twenty staff. Using the same construction cost per square foot that is used for the Police Headquarters (\$348 per square foot), soft costs for design, engineering and construction management, and site and parking development costs, the estimated cost for the Civic Center/City Hall is \$7,264,000. The Space Budget and Cost Model are attached as Appendix C. It is also estimated that the City Hall will require .54 acres of land. Based on several recent land appraisals, the land cost for the City Hall is estimated at \$218,431.

Appendix D provides a summary of these costs. Because the Civic Center/City Hall will serve existing and new development, 28% (\$2,095,081) of the cost of this facility is attributable to future development and is included in the calculation of the General City Fee – Civic Center Fee.

CALCULATION OF THE FEE PER RESIDENT EQUIVALENT

The total cost of the Civic Center/City Hall facility apportioned to future development projects is \$2,095,081. The total number of future "resident equivalents" (residents plus employee resident equivalents) was determined to be 3,592 (Table II-1). Dividing the total cost by the total resident equivalents results in a cost per resident equivalent of \$681, as presented in Table IV-1.

Table IV-1: General City – Civic Center facility cost per resident equivalent

	Future development
Amount apportioned to future development (A)	\$2,095,081
Resident equivalents from future development (B)	3,592
Cost per resident equivalent (A divided by B)	\$583

Source: City of Cloverdale; Municipal Resource Group; Group 4 Architecture, Research + Planning, Inc.

CALCULATION OF THE FEE PER RESIDENTIAL UNIT

The mitigation fee will be imposed on each type of residential unit. To calculate the fee per unit, the cost per resident equivalent (\$583) is multiplied by the average number of residents per unit. Table IV-2 calculates the fee per residential unit by multiplying the residents per unit (from Table II-2) by the cost per resident equivalent (\$583).

Table IV-2: General City – Civic Center Fee per residential unit

	Residents per unit	Cost per resident equivalent	Fee per unit
Single family unit	2.94	\$583	\$1,714
Multi-family unit	2.17	\$583	\$1,265
Mobile home unit	2.37	\$583	\$1,382

Source: City of Cloverdale; Municipal Resource Group

CALCULATION OF THE FEE PER 1,000 SQUARE FEET OF BUILDING SPACE

Table IV-3 calculates the fee per 1,000 square feet for future commercial and industrial development projects by multiplying the number of resident equivalents per 1,000 square feet of building space (from Table II-2) by the cost per resident equivalent (\$583).

Table IV-3: General City – Civic Center Fee per 1,000 square feet

	Resident equivalents/1,000 square feet	Cost per resident equivalent	Fee per 1,000 square feet
Commercial	.48	\$583	\$280
Industrial	.336	\$583	\$196

Source: City of Cloverdale; Municipal Resource Group

MITIGATION FEE ACT - FINDINGS

The Mitigation Fee Act requires a local agency considering an action establishing, increasing or imposing a fee to address the following procedural requirements.

1. *Identify the purpose of the fee.*

The purpose of the General City – Civic Center Fee is to provide funding to maintain general municipal service levels and community meeting space to meet the broad range of needs of Cloverdale residents and employees.

2. *Identify the use to which the fee is to be put.*

The proceeds from the fees will be used to construct a Civic Center/City Hall as specified in this Report (Appendix C and Appendix D) and in other documents referenced by this Report, including the City of Cloverdale General Plan and the City of Cloverdale Capital Improvement Plan.

3. *The relationship between the fee's use and the type of development project upon which the fee is imposed.*

The fee will be applied to residential, commercial and industrial development projects. Residential, commercial and industrial developments will generate new demands for City services. The Civic Center/City Hall facility constructed with the proceeds of the fee will address and mitigate the additional impacts and demands created by these residential and non-residential development projects.

4. *The relationship between the need for the community facility and the type of development project upon which the fee is imposed.*

The fee will be applied to single family residential, multifamily residential, mobile home, commercial and industrial development projects. These types of development projects generate new residents and new employees in the community. The Civic Center/City Hall will provide a facility for City personnel who provide direct City services to residents and employees. The proceeds from the fee will be used to address the general governmental service demands of the new residents and employees.

5. *The relationship between the amount of the fee and the cost of the community facility or portion of the community facility attributable to the development project upon which the fee is imposed.*

The fee has been calculated by apportioning the cost of Civic Center/City Hall to the number of residents generated by each type of new residential unit, and to the "resident equivalent" of each employee generated by commercial and industrial development projects. The estimated cost of the Civic Center/City Hall, which will serve existing and future development projects, has been allocated proportionately.

COMPARISON OF EXISTING AND PROPOSED FEES

The proposed fees are based on the currently identified Civic Center/City Hall facility required to serve future development projects, updated cost estimates, updated General Plan build-out statistics and the methodology described in this Report. These factors will differ from the previous study that was prepared in 1998. The cost estimate for the Civic Center/City Hall facility has increased since 1998, which has an upward impact on the fees. Significantly, the 1998 study assumed that the cost would be spread over 2,000 new residential units, while this Report assumes 1,350 new residential units, as determined in the City’s 2009 General Plan. This has the effect of increasing the cost per residential unit. Table IV-4 presents the existing fees and the proposed fees.

Table IV-4: Existing and proposed General City – Civic Center Fee

	Existing fee	Proposed fee	Unit of measurement
Single family residential	\$357	\$1,714	Unit
Multi-family residential	\$357	\$1,265	Unit
Mobile home	\$357	\$1,382	Unit
Commercial (per 1,000 square feet)	\$223	\$ 280	1,000 square feet
Industrial (per 1,000 square feet)	\$223	\$ 196	1,000 square feet

Source: City of Cloverdale, Municipal Resource Group

V. GENERAL CITY – CORPORATION YARD FEE

The existing General City – Corporation Yard Fee is based on allocating to future development a proportionate share of the cost of improvements to the corporation yard and public works maintenance facility. The existing fee is designed to fund a portion of a 25,000 square foot corporation yard, based on the 1995 Corporation Yard Master Plan prepared by Winzler and Kelly, Consulting Engineers, and a 2002 Fee Update Study for Water and Corporation Yard Facilities prepared by Coastland Civil Engineering:

Some of the improvements contemplated in the Corporation Yard Master Plan have been constructed; Coastland Civil Engineering currently estimates that \$2,036,800 will be required to fund the remaining improvements. Appendix E provides a summary of these costs. Because the Corporation Yard serves existing and new development, 28% (\$570,304) of the cost of improvements to this facility is attributable to future development and is included in the calculation of the General City Fee – Corporation Yard Fee.

CALCULATION OF THE FEE PER RESIDENT EQUIVALENT

The total cost of the improvements to the Corporation Yard facility apportioned to future development projects is \$570,304. The total number of future "resident equivalents" (residents plus employee resident equivalents) was determined to be 3,592 (Table II-1). Dividing the total cost by the total resident equivalents results in a cost per resident equivalent of \$159, as presented in Table V-1.

Table V-1: General City – Corporation Yard facility cost per resident equivalent

	Future development
Amount apportioned to future development (A)	\$570,304
Resident equivalents from future development (B)	3,592
Cost per resident equivalent (A divided by B)	\$ 159

Source: City of Cloverdale; Coastland Civil Engineering; Municipal Resource Group

CALCULATION OF THE FEE PER RESIDENTIAL UNIT

The mitigation fee will be imposed on each type of residential unit. To calculate the fee per unit, the cost per resident equivalent (\$159) is multiplied by the average number of residents per unit. Table V-2 calculates the fee per residential unit by multiplying the residents per unit (from Table II-2) by the cost per resident equivalent (\$159).

Table V-2: General City – Corporation Yard Fee per residential unit

	Residents per unit	Cost per resident equivalent	Fee per unit
Single family unit	2.94	\$159	\$467
Multi-family unit	2.17	\$159	\$345
Mobile home unit	2.37	\$159	\$377

Source: City of Cloverdale; Municipal Resource Group

CALCULATION OF THE FEE PER 1,000 SQUARE FEET OF BUILDING SPACE

Table V-3 calculates the fee per 1,000 square feet for future commercial and industrial developments by multiplying the number of resident equivalents per 1,000 square feet of building space (from Table II-2) by the cost per resident equivalent (\$159).

Table V-3: General City – Corporation Yard Fee per 1,000 square feet

	Resident equivalents/1,000 square feet	Cost per resident equivalent	Fee per 1,000 square feet
Commercial	.48	\$159	\$76
Industrial	.336	\$159	\$53

Source: City of Cloverdale, Municipal Resource Group

MITIGATION FEE ACT - FINDINGS

The Mitigation Fee Act requires a local agency considering an action establishing, increasing or imposing a fee to address the following procedural requirements.

1. *Identify the purpose of the fee.*

The purpose of the General City – Corporation Yard Fee is to provide funding for improvements to a facility required to maintain the level of public works services required to meet the broad range of needs of Cloverdale residents and employees.

2. *Identify the use to which the fee is to be put.*

The proceeds from the fees will be used to fund improvements to the Corporation Yard as specified in this Report and in other documents referenced by this Report, including the City of Cloverdale General Plan, the City of Cloverdale Capital Improvement Plan, the Corporation Yard Master Plan (Winzler and Kelly, Consulting Engineers, 1995) and the 2002 Development Impact Fee Update for Water and Corporation Yard Facilities, (Coastland Civil Engineering).

3. *The relationship between the fee's use and the type of development project upon which the fee is imposed.*

The fee will be applied to residential, commercial and industrial development projects. Residential, commercial and industrial developments will generate new demands for City services. The improvements to the Corporation Yard facility constructed with the proceeds of the fee will address and mitigate the additional impacts and demands created by these residential and non-residential development projects.

4. *The relationship between the need for the community facility and the type of development project upon which the fee is imposed.*

The fee will be applied to single family residential, multi-family residential, mobile home, commercial and industrial development projects. These types of development projects generate new residents and new employees in the community. The improvements to the Corporation Yard will provide a facility for City personnel who provide direct City services to residents and employees. The proceeds from the fee will be used to address the public works service demands of the new residents and employees.

5. *The relationship between the amount of the fee and the cost of the community facility or portion of the community facility attributable to the development project upon which the fee is imposed.*

The fee has been calculated by apportioning the cost of improvements to the Corporation Yard to the number of residents generated by each type of new residential unit, and to the "resident equivalent" of each employee generated by commercial and industrial development projects. The estimated cost of the improvements to the Corporation Yard, which will serve existing and future development projects, has been allocated proportionately.

COMPARISON OF EXISTING AND PROPOSED FEES

The proposed fees are based on the currently identified Corporation Yard facility required to serve future development projects, updated cost estimates, updated General Plan build-out statistics and the methodology described in this Report. These factors will differ from the previous study that initially established the fee. The primary difference is that the 2002 Development Impact Fee Update for Water and Corporation Yard Facilities apportioned 100% of the Corporation Yard cost to future development, while this Report allocates 28% to future

development. This has the effect of lowering the fees. Table V-4 presents the existing fees and the proposed fees.

Table V-4: Existing and proposed General City – Corporation Yard Fee

	Existing fee	Proposed fee	Unit of measurement
Single family residential	\$910	\$467	Unit
Multi-family residential	\$910	\$345	Unit
Mobile home	\$910	\$377	Unit
Commercial (per 1,000 square feet)	\$569	\$ 76	1,000 square feet
Industrial (per 1,000 square feet)	\$569	\$ 53	1,000 square feet

Source: City of Cloverdale; Municipal Resource Group

VI. QUIMBY ACT PARK LAND ACQUISITION IN-LIEU FEE

The Quimby Act

Park land dedication requirements for residential subdivisions are authorized by the Quimby Act, as codified in the California Government Code beginning with Section 66477. The Quimby Act authorizes a City to require the dedication of a minimum of three acres of land per one thousand residents in proposed residential subdivisions, or the payment of an in-lieu fee. If the amount of existing park land exceeds a ratio of three acres per one thousand residents, the City may require the dedication of the existing ratio of park land per one thousand residents, up to a maximum of five acres per one thousand future residents.

In the event that a proposed residential subdivision is less than fifty parcels, the City may only require the payment of an in-lieu fee (and not the dedication of land).

The proceeds of the fees may only be used for acquiring land and developing new park and recreation facilities, or rehabilitating existing neighborhood parks, community parks and recreational facilities.

The City must develop a schedule specifying how, when and where it will use the land or in-lieu fees to develop park and recreational facilities.

Quimby Act land dedication and in-lieu fee requirements apply to parcels created by a major residential subdivision (five or more parcels) and parcels created by a minor residential subdivision (four or fewer parcels), but only if a building permit is requested within four years of the approval of the minor subdivision parcel map. The Quimby Act requirements do not apply to existing residential lots, minor subdivisions that do not seek building permits within four years of receiving parcel map approval, or multi-family units that are not part of a major residential subdivision. While this Chapter calculates and recommends a Quimby Act in-lieu fee, Chapter VII in this Report recommends a separate fee for residential units that are not subject to the Quimby Act in-lieu fee.

General Plan Policies

The Cloverdale General Plan establishes a policy to provide five acres of City-owned park and recreation land for each one thousand residents (Policy PR 1-2).

The City of Cloverdale has an existing inventory of 44.3 acres of parkland (Cloverdale General Plan, Table 5.3). The existing park land acreage represents 5.13 acres per thousand residents, which permits the City to require park land dedication or an in-lieu fee for five acres

per one thousand residents for future development. This Chapter of this Report provides the analysis for the calculation of the in-lieu fee based on five acres per one thousand new residents.

CURRENT DEDICATION REQUIREMENTS AND IN-LIEU FEES

The City of Cloverdale Municipal Code Chapter 17.20 establishes procedures for the dedication of land or the payment of an in-lieu fee for park land acquisition. The Municipal Code requires the dedication of five acres per one thousand residents for qualifying subdivisions. The Municipal Code does not include the dollar amount of the in-lieu fee. Rather, the fair market value of land is required to be determined at the time of filing of a subdivision tentative map, and the in-lieu fee is calculated based on that fair market value and the amount of park acreage required of the subdivision. This Report recommends that the current value of land suitable for park purposes be used to calculate the current in-lieu fee. Further, Chapter X of this Report recommends that the in-lieu fee be adjusted by an appropriate index in subsequent years.

The Quimby Act requires that the persons per household be based on the most recent federal census or data published by the California Department of Finance Demographic Research Unit. The persons per household in Cloverdale Municipal Code Section 17.20.070 are not currently consistent with this data. This Report recommends that the Municipal Code be updated to reflect census data regarding persons per household.

CALCULATION OF THE ACREAGE REQUIRED PER RESIDENTIAL UNIT

The City's standard of five acres per one thousand residents is equal to .005 acres per resident (five acres divided by 1,000 residents).

The acreage required per residential unit is calculated by multiplying the .005 acres per resident by the number of residents in each single family and multi-family unit. United States Census Bureau data indicates that there are an average of 2.94 residents per single family unit and 2.17 residents per multifamily unit. (Source: United States Census Bureau, Tables H32-H33). Table VI-1 calculates the amount of acreage required per residential unit under the five acre per one thousand residents' standard by multiplying the acres per resident by the residents per unit.

Table VI-1: Acres required for each type of residential unit

	Acres per resident	Residents per unit	Acres required per residential unit
Single family unit	0.005	2.94	0.01470
Multi-family unit	0.005	2.17	0.01085

Source: United States Bureau of Census, Year 2000 Census Tables H32-H33

CALCULATION OF THE FEE PER RESIDENTIAL UNIT

The in-lieu fee is based on the amount of land required to meet the applicable park land standard and the cost of acquiring suitable park land. The City of Cloverdale has conducted several recent land appraisals, including land suitable for park purposes. The 2010 value for parkland is estimated at \$380,028 per acre.

Table VI-2 calculates the fee per residential unit by multiplying the required acres per unit (from Table VI-1) by \$380,028 per acre.

Table VI-2: Quimby Act In-Lieu Fee per residential unit

	Acres per unit	Cost per acre	Fee per unit
Single family unit	0.01470	\$380,028	\$5,586
Multi-family unit	0.01085	\$380,028	\$4,123

Source: City of Cloverdale; Municipal Resource Group

QUIMBY ACT REQUIREMENTS

The Quimby Act requires a local agency to address the following procedural requirements. The Quimby Act contains other requirements as well, which may be found in the California Government Code beginning with Section 66477, and are also discussed in Chapter IX of this Report.

- 1. Adopt a general plan or specific plan containing policies and standards for parks and recreation facilities.*

The City of Cloverdale General Plan establishes a standard of five acres of park land for each one thousand residents.

- 2. Adopt an ordinance requiring the dedication of land or the imposition of a requirement for the payment of a fee in-lieu of the dedication of land, or a combination of both. The ordinance must include definite standards for determining the proportion of a subdivision to be dedicated and the amount of the in-lieu fee. The amount of land to be dedicated and the fee must be based upon the density of each residential type.*

It will be necessary for the City to revise its enabling ordinance to update the density for residential units, and to codify that in-lieu fees will be adopted by a City Council resolution, updated annually by an appropriate index.

3. *The amount and location of land to be dedicated or the fees to be paid must bear a reasonable relationship to the use of the park and recreational facilities by the future inhabitants of the subdivision.*

The City of Cloverdale has established a standard level of service of five acres of park land for each one thousand residents. This standard is based on the existing park land available to and accessed by Cloverdale residents. The land dedication requirement and the in-lieu fee are calculated to maintain this standard for future residents.

4. *A schedule must be developed specifying how, when, and where the City will use the land or fees to develop park and recreational facilities.*

The General Plan identifies several potential sites for acquisition as park land (General Plan Policy PR 1-3). The City should adopt a schedule as part of its Capital Improvement Plan or other City capital plans to establish *how* the City will use the land or fees (site acquisition), *when* the City will use the fees (in five year intervals) and *where* the City will use the fees (the specific sites and locations identified in General Plan Policy PR 1-3, or other sites).

VII. PARK LAND ACQUISITION FEE (NON-QUIMBY ACT DEVELOPMENT PROJECTS)

Quimby Act land dedication and in-lieu fee requirements apply to parcels created by a major residential subdivision (five or more parcels) and to parcels created by a minor residential subdivision (four parcels or less), but only if a building permit is requested within four years of the approval of the minor subdivision parcel map. The Quimby Act requirements do not apply to existing residential lots, minor subdivisions that do not seek building permits within four years of receiving parcel map approval, or multi-family projects that are not part of a major subdivision.

Residents who will occupy future residential units that are not subject to the Quimby Act will nonetheless create demand for park facilities. To address this demand, public agencies typically adopt a park land acquisition fee under the authority of the Mitigation Fee Act, to collect a similar fee from development projects that are not subject to the Quimby Act.

The Park Land Acquisition Fee for residential development projects that are not subject to the Quimby Act is proposed to be based on the same in-lieu fee standard for Quimby Act residential units; that is, five acres per one thousand residents.

CALCULATION OF THE ACREAGE REQUIRED PER RESIDENTIAL UNIT

The City's standard of five acres per one thousand residents is equal to .005 acres per resident (five acres divided by 1,000 residents).

The acreage required per residential unit is calculated by multiplying the .005 acres per resident by the number of residents in each single family unit, multi-family unit and mobile home unit. Table VII-1 calculates the amount of acreage required per residential unit under the five acre per one thousand residents' standard by multiplying the acres per resident by the residents per unit.

Table VII-1: Acres required for each type of residential unit

	Acres per resident	Residents per unit	Acres required per unit
Single family unit	0.005	2.94	0.01470
Multi-family unit	0.005	2.17	0.01085
Mobile home unit	0.005	2.37	0.01185

Source: City of Cloverdale; Municipal Resource Group

CALCULATION OF THE FEE PER RESIDENTIAL UNIT

The fee is based on the amount of land required to meet the applicable park land standard, and the cost of acquiring suitable park land. The City of Cloverdale has conducted several recent land appraisals, including land suitable for park purposes. The 2010 value for parkland is estimated at \$380,028 per acre.

Table VII-2 calculates the fee per residential unit by multiplying the required acres per unit (from Table VII-1) by \$380,028 per acre.

Table VII-2: Park Land Acquisition Fee per residential unit

	Acres required per unit	Cost per acre	Fee per unit
Single family unit	0.01470	\$380,028	\$5,586
Multi-family unit	0.01085	\$380,028	\$4,123
Mobile home unit	0.01185	\$380,028	\$4,503

Source: City of Cloverdale; Municipal Resource Group

MITIGATION FEE ACT - FINDINGS

The Mitigation Fee Act requires a local agency considering an action establishing, increasing or imposing a fee to address the following procedural requirements.

1. *Identify the purpose of the fee.*
 The purpose of the Park Land Acquisition Fee is to provide funding to achieve the City’s goal of maintaining service levels and to provide adequate recreational services for Cloverdale residents, as established in the City of Cloverdale General Plan.

2. *Identify the use to which the fee is to be put.*
 The proceeds from the fees will be used to meet the General Plan standard of five acres of park land per one thousand residents, by purchasing park land to maintain this standard.

3. *The relationship between the fee's use and the type of development project upon which the fee is imposed.*
 The fee will be applied to residential development projects that are not subject to the Quimby Act land dedication or in-lieu fee requirements. New residents in all residential developments will place an additional demand on park and recreational facilities, including those residential units that are not subject to the Quimby Act dedication and in-

lieu fee requirements. The park land acquired with the proceeds of the fee will address and mitigate the additional impacts and demands created by these residential development projects.

4. *The relationship between the need for the community facility and the type of development project upon which the fee is imposed.*

The fee will be applied to single family residential, multi-family residential and mobile home development projects that are not subject to the Quimby Act dedication and in-lieu fee requirements. These types of development projects generate new residents in the community. The park land will serve the needs of these new residents.

5. *The relationship between the amount of the fee and the cost of the community facility or portion of the community facility attributable to the development project upon which the fee is imposed.*

The fee has been calculated by apportioning the cost of park land acquisition to the number of residents generated in new residential units.

VIII. PARKS AND RECREATION FACILITIES CONSTRUCTION FEE

City of Cloverdale park land development goals include the development of five acres of neighborhood, community and specialty parks for each one thousand residents. While the Quimby Act Park Land Acquisition/In-Lieu Fee (Chapter VI) and the Park Land Acquisition Fee (Non-Quimby Act development projects – Chapter VII) provide for the acquisition of park land, the Parks and Recreation Facilities Construction Fee provides for constructing the park improvements on vacant land to create neighborhood, community and specialty parks.

At five acres per one thousand residents, and an expected 3,364 future residents, future development will be responsible for park improvements on 16.82 acres of neighborhood and community park land (5 acres/1,000 residents multiplied by 3,364 residents). Coastland Civil Engineering has prepared a cost estimate of \$214,000 per acre for park improvements, based on recent similar park construction costs. The total cost for park improvements on 16.82 acres is \$3,599,480. These costs are wholly attributable to future residents and are apportioned to future residential development.

In addition to the neighborhood and community parks, the City of Cloverdale Capital Improvement Program includes the construction of a skate park (\$643,200) and a dog park (\$28,700). These costs are apportioned to existing residents (72%) and future residential development (28%, for a total of \$188,132) based on the analysis in Chapter II of this Report.

The total park construction cost allocated to future development and used in the calculation of the Parks and Recreation Facilities Construction Fee is \$3,787,612, as identified in Appendix F.

CALCULATION OF THE FEE PER RESIDENT EQUIVALENT

The total park development cost attributable to future development projects is \$3,787,612. The total number of future residents was determined to be 3,364 (Table II-1). Dividing the total cost by the total future residents results in a cost per resident of \$1,126, as presented in Table VIII-1.

Table VIII-1: Parks and Recreation Facilities Construction Fee cost per resident

	Future development
Amount apportioned to future development (A)	\$3,787,612
Residents from future development (B)	3,364
Amount per resident (A divided by B)	\$ 1,126

Source: City of Cloverdale; Coastland Civil Engineering; Municipal Resource Group

CALCULATION OF THE FEE PER RESIDENTIAL UNIT

The mitigation fee will be imposed on each residential unit. To calculate the fee per unit, the cost per resident equivalent (\$1,126) is multiplied by the average number of residents per unit. Table VIII-2 calculates the fee per residential unit by multiplying the residents per unit (from Table II-2) by the cost per resident equivalent (\$1,126).

Table VIII-2: Parks and Recreation Facilities Construction Fee per residential unit

	Residents per unit	Cost per resident	Fee per unit
Single family unit	2.94	\$1,126	\$3,310
Multi-family unit	2.17	\$1,126	\$2,443
Mobile home unit	2.37	\$1,126	\$2,669

Source: City of Cloverdale, Municipal Resource Group

MITIGATION FEE ACT - FINDINGS

The Mitigation Fee Act requires a local agency considering an action establishing, increasing or imposing a fee to address the following procedural requirements.

1. *Identify the purpose of the fee.*

The purpose of the Parks and Recreation Facilities Construction Fee is to provide funding to achieve the City’s goal of maintaining service levels and to provide adequate recreational services for Cloverdale residents, as established in the City of Cloverdale General Plan.

2. *Identify the use to which the fee is to be put.*

The proceeds from the fees will be used to construct improvements on five acres of neighborhood and community park land, and to construct a skate park and dog park, as specified in this Report (Appendix F) and in other documents referenced by this Report, including the City of Cloverdale General Plan and the City of Cloverdale Capital Improvement Program.

3. *The relationship between the fee's use and the type of development project upon which the fee is imposed.*

The fee will be applied to residential development projects. New residents in residential developments will place an additional demand on park and recreational facilities. The

parks developed with the proceeds of the fee will address and mitigate the additional impacts and demands created by these residential development projects.

4. *The relationship between the need for the community facility and the type of development project upon which the fee is imposed.*

The fee will be applied to single family residential, multi-family residential and mobile home development projects. These types of development projects generate new residents in the community. The parks will serve the needs of new residents in new residential development projects.

5. *The relationship between the amount of the fee and the cost of the community facility or portion of the community facility attributable to the development project upon which the fee is imposed.*

The fee has been calculated by apportioning the cost of constructing park facilities to the number of residents generated by each type of new residential unit.

COMPARISON OF EXISTING AND PROPOSED FEES

The proposed fees are based on the currently identified park land standards, updated park development costs, updated General Plan build-out statistics and the methodology described in this Report. These factors will differ from the 1998 fee study, resulting in differences in the fees. For example, the 1998 fee study assumed a total construction cost of \$124,554 per acre; Coastland Civil Engineering estimates a 2010 cost of \$214,000 per acre. Table VIII-3 presents the existing fees and the proposed fees.

Table VIII-3: Existing and proposed Parks and Recreation Facilities Construction Fee

	Existing fee	Proposed fee	Unit of measurement
Single family residential	\$2,116	\$3,310	Unit
Multi-family residential	\$2,116	\$2,443	Unit
Mobile home	\$2,116	\$2,669	Unit

Source: City of Cloverdale; Municipal Resource Group

IX. ADMINISTRATION FEE

The Mitigation Fee Act and the Quimby Act require the City to comply with certain administrative requirements. The City currently imposes an Administration Fee equal to one percent of the nine fees that were addressed in the 1998 fee study, to recover the cost of compliance with applicable law. This Chapter describes the administrative requirements and proposes an updated Administration Fee.

MITIGATION FEE ACT REQUIREMENTS

The Mitigation Fee Act imposes certain administrative requirements on local agencies. Pursuant to Government Code Section 66005(a) of the Act, a City is authorized to recover the full cost of providing services that are funded by the mitigation fees. This includes recovery of administrative fees incurred in compliance with the Act. The procedural and administrative requirements include the following:

1. Analysis required to enact or modify a fee (Mitigation Fee Act Nexus Study)

In any action establishing, increasing, or imposing a fee as a condition of approval of a development project, the City shall cause a report to be prepared and make findings as follows:

- Identify the purpose of the fee.
- Identify the use to which the fee is to be put.
- Determine how there is a reasonable relationship between the fee's use and the type of development project upon which the fee is imposed.
- Determine how there is a reasonable relationship between the need for the public facility and the type of development project upon which the fee is imposed.
- Determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development project upon which the fee is imposed.

2. Notice and conduct a public hearing

Prior to adopting an ordinance, resolution, or other legislative enactment adopting a new fee or approving an increase in an existing fee, the City shall hold a public hearing, at which time oral or written presentations can be made, as part of a regularly scheduled meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, shall be published.

3. Accounting requirements

The City shall deposit the fees in a separate capital facilities account or fund in a manner to avoid any commingling of the fees with other revenues and funds of the City, and shall expend the fees solely for the purpose for which the fees are collected. Any interest income earned by money in the capital facilities account or fund shall also be deposited in that account or fund and shall be expended only for the purpose for which the fees were originally collected.

4. Annual reporting requirements; public hearing

For each separate account or fund established, the City shall, within 180 days after the last day of each fiscal year, make available to the public the following information for the fiscal year:

- A brief description of the type of fee in the account or fund.
- The amount of the fee.
- The beginning and ending balance of the account or fund, the amount of the fees collected and the interest earned.
- An identification of each public improvement upon which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
- An identification of an approximate date by which the construction of the public improvement will commence if it is determined that sufficient funds have been collected to complete financing of an incomplete public improvement.
- A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.
- The amount of refunds made.
- The City shall review this information at the next regularly scheduled public meeting not less than 15 days after this information is made available to the public. Notice of the time and place of the meeting, including the address where this information may be reviewed, shall be mailed at least 15 days prior to the meeting to any interested party who files a written request with the local agency for mailed notice of the meeting.

5. Five year reporting requirements; public hearing

For the fifth fiscal year following the first receipt of fees, and every five years thereafter, the City shall make all of the following findings with respect to that portion of the account or fund remaining unexpended, whether committed or uncommitted:

- Identify the purpose to which the fee is to be put.
- Demonstrate a reasonable relationship between the fee and the purpose for which it is charged.
- Identify all sources and amounts of funding anticipated to complete financing for incomplete improvements.
- Designate the approximate dates on which the funding referred to above is expected to be deposited into the appropriate account or fund.

For purposes of these findings, the City shall hold a public hearing, at which oral or written presentations can be made, as part of a regularly scheduled meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, shall be published.

THE QUIMBY ACT

In addition to the analysis, notice, hearing, accounting and reporting requirements of the Mitigation Fee Act, the Quimby Act (as codified in the California Government Code, beginning with Section 66477) adds additional requirements that must be addressed by the City.

The City must adopt an ordinance meeting the following requirements:

- The ordinance must be in effect for 30 days prior to the filing of a tentative map for a subdivision subject to the dedication or in-lieu fee requirement.
- The ordinance must include definite standards for determining the proportion of a subdivision to be dedicated and the amount of the in-lieu fee. The amount of land to be dedicated and the fee must be based upon the density of each residential type.
- The park area per one thousand population must be derived from the ratio that the existing amount of park area bears to the existing population.

The City must also assure that the following conditions are met:

- The dedicated land, and the fees, may only be used for developing new parks or rehabilitating existing parks.

- The City must have an adopted general plan or specific plan containing policies and standards, and the park and recreational facilities must be in accordance with definite principles and standards.
- The amount and location of land to be dedicated and the fees to be paid must bear a reasonable relationship to the use of the park and recreational facilities for the future inhabitants of the subdivision.
- A schedule must be developed specifying how, when, and where the City will use the land or fees to develop park and recreational facilities.
- Fees collected must be committed within five years of payment, or the issuance of one-half of the lots created by the subdivision, whichever occurs later.

CAPITAL IMPROVEMENT PLANNING

Under the Mitigation Fee Act, the City may adopt a capital improvement plan, which shall indicate the approximate location, size, time of availability, and estimates of cost for all facilities or improvements to be financed with the fees. The capital improvement plan shall be adopted after a noticed public hearing, and shall be annually updated by a resolution of the City Council. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, shall be published. In addition, mailed notice shall be given to any city or county which may be significantly affected by the capital improvement plan.

PERIODIC REVIEW OF THE ADMINISTRATIVE FEE

The City shall conduct a periodic review of the costs associated with the Mitigation Fee Act program and the Quimby Act. The City may revise the fees periodically to reflect the full cost of the fee program.

ADMINISTRATION COSTS

City staff has estimated the one-time, annual and five-year costs of administering the fee programs and complying with the requirements of the Mitigation Fee Act and the Quimby Act, as described in this Chapter. The costs of administering the fee programs are summarized in Appendix G and Appendix H. The average annual cost of administering the fee programs is \$43,174. The total cost over the next fifteen years (build-out of the General Plan) is estimated at \$647,600.

CALCULATION OF THE FEE PER RESIDENT EQUIVALENT

The total cost to comply with the administrative requirements is \$647,600. The total number of future "resident equivalents" (residents plus employee resident equivalents) was determined to be 3,592 (Table II-1). Dividing the total cost by the total resident equivalents results in a cost per resident equivalent of \$180, as presented in Table IX-1.

Table IX-1: Administration Fee cost per resident equivalent

	Future development
Amount apportioned to future development (A)	\$647,600
Resident equivalents from future development (B)	3,592
Amount per resident equivalent (A divided by B)	\$ 180

Source: City of Cloverdale; Municipal Resource Group

CALCULATION OF THE FEE PER RESIDENTIAL UNIT

The mitigation fee will be imposed on each residential unit. To calculate the fee per unit, the cost per resident equivalent (\$180) is multiplied by the average number of residents per unit. Table IX-2 calculates the fee per residential unit by multiplying the residents per unit (from Table II-2) by the cost per resident equivalent (\$180).

Table IX-2: Administration Fee per residential unit

	Residents per unit	Cost per resident equivalent	Fee per unit
Single family unit	2.94	\$180	\$529
Multi-family unit	2.17	\$180	\$391
Mobile home unit	2.37	\$180	\$427

Source: City of Cloverdale, Municipal Resource Group

CALCULATION OF THE FEE PER 1,000 SQUARE FEET OF BUILDING SPACE

Table IX-3 calculates the fee per 1,000 square feet for future commercial and industrial developments by multiplying the number of resident equivalents per 1,000 square feet of building space (from Table II-2) by the cost per resident equivalent (\$180).

Table IX-3: Administration Fee per 1,000 square feet

	Resident equivalents/1,000 square feet	Cost per resident equivalent	Fee per 1,000 square feet
Commercial	.48	\$180	\$86
Industrial	.336	\$180	\$60

Source: City of Cloverdale, Municipal Resource Group

MITIGATION FEE ACT - FINDINGS

The Mitigation Fee Act requires a local agency considering an action establishing, increasing or imposing a fee to address the following procedural requirements.

1. *Identify the purpose of the fee.*

The purpose of the Administration Fee is to comply with the provisions and requirements of the Mitigation Fee Act and the Quimby Act, as stated in the California Government Code and as described in this Report. The Administration Fee supports the other fees described in this Report.

2. *Identify the use to which the fee is to be put.*

The proceeds from the fees will be used to prepare Mitigation Fee Act Studies, comply with the Mitigation Fee Act accounting requirements, prepare ordinances and resolutions implementing the fees, prepare annual and five-year reports, publish notices of meetings, and prepare Capital Improvement Plans. The proceeds will also be used to prepare a Quimby Act Study, adopt park and recreation standards in a General Plan, prepare ordinances and resolutions adopting the fee, account for the fees in a separate fund, and prepare schedules specifying how, when and where the fees will be used.

3. *The relationship between the fee's use and the type of development project upon which the fee is imposed.*

The fee will be applied to residential, commercial and industrial development projects. Residential, commercial and industrial developments will generate new demands for City services. The Administration Fee supports the implementation of other City of Cloverdale Mitigation Fee Act programs and the Quimby Act in-lieu fee program that are necessary to address and mitigate the additional impacts and demands created by these residential and non-residential development projects.

4. *The relationship between the need for the community facility and the type of development project upon which the fee is imposed.*

The fee will be applied to single family residential, multi-family residential, mobile home, commercial and industrial development projects. These types of development projects generate new residents and new employees in the community. The Administration Fee supports the implementation of other Mitigation Fee Act program and

Quimby Act in-lieu fees that are necessary to address and mitigate the additional impacts and demands created by these residential and non-residential development projects. The proceeds from the fee will be used to address the service and facility demands of the new residents and employees.

5. *The relationship between the amount of the fee and the cost of the community facility or portion of the community facility attributable to the development project upon which the fee is imposed.*

The fee has been calculated by apportioning the cost of administering the fee programs to the number of residents generated by each type of new residential unit, and to the "resident equivalent" of each employee generated by commercial and industrial development projects. The estimated cost of administering the fee programs, which will serve existing and future development projects, has been allocated proportionately.

COMPARISON OF EXISTING AND PROPOSED FEES

The proposed fees are based on the currently identified costs of administering the requirements of the Mitigation Fee Act and the Quimby Act, using updated General Plan build-out statistics and the methodology described in this Report. These factors may differ from the 1998 study that initially established the fee. Table IX-4 presents the existing fees and the proposed fees.

Table IX-4: Existing and proposed Administration Fee

	Existing fee	Proposed fee	Unit of measurement
Single family residential	\$177	\$529	Unit
Multi-family residential	\$177	\$391	Unit
Mobile home	\$177	\$427	Unit
Commercial	\$111	\$ 86	1,000 square feet
Industrial	\$111	\$ 60	1,000 square feet

Source: City of Cloverdale; Municipal Resource Group

X. ANNUAL FEE ADJUSTMENT

One of the challenges in administering a mitigation fee program is that the cost of land and the cost of construction will either increase or decrease over time, while the fees remain static, unless reviewed annually by the public agency. Many public agencies address this issue by including an annual adjustment in the resolution adopting the fees. The annual adjustment typically occurs during each of the four years immediately following the adoption of the fee. In the fifth year, a comprehensive analysis is typically conducted to adjust the fee for construction costs, land costs or other factors.

LAND VALUE ADJUSTMENT

Several different methods can be used to adjust land values. Some agencies conduct an annual land appraisal. Others conduct an Assessor's Office records research for recent land sales. Still others use publicized indices, such as a consumer price index. The City may choose any one of these measures, or an alternate measure, as long as the index reasonably reflects land values.

This Report recommends applying an annual consumer price index adjustment to the Quimby Act in-lieu fee and the Park Land Acquisition Fee for non-Quimby Act development projects, and reviewing actual land valuations on a periodic basis. It is proposed that the fee resolution include the following fee adjustment clause:

"The Quimby Act in-lieu fee and the Park Land Acquisition Fee adopted in 2011 are based on an estimate of the value of land suitable for park purposes in 2010. The City Manager is authorized and shall adjust these fees annually, beginning January 1, 2012, by the percentage change in the Consumer Price Index – All Urban Consumers – San Francisco–Oakland–San Jose, CA, based on the change in that Index from December, 2010 to December in the year immediately preceding the adjustment. The City Manager shall periodically review the actual land value for land suitable for park purposes, and if such land value varies significantly from the Consumer Price Index adjusted fees, the City Manager shall propose that the City Council adjust the fees to reflect the actual land value."

CONSTRUCTION COST ADJUSTMENT

Several different methods can be used to adjust construction costs; however, most agencies use the Engineering News Record - Construction Cost Index (ENR-CCI) to adjust fees on an annual basis. The ENR-CCI is a twenty-city average of labor and materials costs. It is similar to a consumer price index, but one that is designed to reflect changing construction costs

only. It is recommended that the resolution adopting each fee program that is based on construction costs include the following fee adjustment clause: "All City of Cloverdale Development Impact Fees, except the Quimby Act In-Lieu fee and the Park Land Acquisition Fee ("applicable fees"), are based on facility costs estimated in 2010. The City Manager is authorized and shall adjust the applicable fees annually, beginning on January 1, 2012, by the percentage change in the Engineering News Record Construction Cost Index - 20 City Average, based on the change in that Index from December, 2010 to December in the year immediately preceding the adjustment. The City Manager shall periodically review actual facility construction costs, and if such costs vary significantly from the Engineering News Record - Construction Cost Index adjusted fees, the City Manager shall propose that the City Council adjust the fees to reflect the actual facility construction costs."

	Existing Development - 2010	Future Development: 2010-2025	Projected Development - 2025
Commercial square feet ¹	501,375	232,345	733,720
Industrial square feet ¹	748,036	346,650	1,094,686
Total non-residential square feet	1,249,411	578,995	1,828,406
Employees ²	2,050	950	3,000
Employee resident equivalents @ .24 employees per resident equivalent ³	492	228	720
Population ⁴	8,636	3,364	12,000
Resident equivalents	9,128	3,592	12,720
Attributable to existing and future development	72%	28%	100%

Notes:

- (1) Source: Cloverdale General Plan Update DEIR, Appendix 5, Table 5.
- (2) Source: ABAG Projections 2007; Cloverdale General Plan DEIR, Appendix 5, Table 5; 499 square feet/employee for office projects; 715 square feet/employee for industrial projects.
- (3) Source: Cloverdale General Plan Draft Environmental Impact Report, Chapter 7, Table III-2.
- (4) Source: California Department of Finance - January 1, 2010; Cloverdale General Plan - 2025.

	Square Feet	Construction Cost	Soft Cost	Land Cost	Total Project Cost	Proportionality	Allocated to Future Development
Police Headquarters Building ¹	13,056	\$ 5,965,000	\$ 2,087,750	\$ 414,750	\$ 8,467,500	28%	\$ 2,370,900
Police Officer Equipment ²					\$ 27,600	100%	\$ 27,600
Police Vehicles ³					\$ 324,000	100%	\$ 324,000
Total Cost Attributable to Future Development							\$ 2,722,500

Notes:

- (1) Source: Facility cost - Ross Drulis Cusenbery; Land cost - City of Cloverdale, Municipal Resource Group.
- (2) Source: MRG; 1.75 officers/1,000 population; 3,364 additional population; \$4,600 equipment/officer.
- (3) Source: MRG; 1.75 officers/1,000 population; 3,364 additional population; 1 vehicle/officer; \$54,000/vehicle.

APPENDIX C1

Group 4 Architecture, Research + Planning, Inc.

CITY OF CLOVERDALE
City Hall Space Budget

Net to Department 10%
Department to Gross 20%

Space	Staff	Unit SF	Qty	Area SF	Notes
OFFICES					
Exec office	8	175	8	1,400	
Professional	8	110	8	880	
Admin/reception (open)	4	90	4	360	
Council work/meeting		200	1	200	2 small workstations + work table
Counter (clerk)		40	1	40	
Waiting area		30	8	240	
Secure counting/vault		100	0	-	
Print/fax station		50	2	100	
Files		10	20	200	
Storage - supplies		60	2	120	
Copy/work area		50	2	100	
Conference room (large)		400	1	400	
Conference room (med)		300	1	300	
Conference room (sm)		180	1	180	
	20			4,520	Net
				5,000	Department
SUPPORT					
Public restrooms		400	1	400	
Staff shower		100	1	100	
Custodial		50	2	100	
Satellite storage		200	1	200	
Lounge/break room		150	1	150	
Mailroom		200	1	200	
	-			1,150	Net
				1,300	Dept.
COUNCIL					
Lobby/gallery		300	1	300	25% of seating
Display/announcements		100	1	100	
Dais		500	1	500	
Public seating		12	100	1,200	
Storage		200	1	200	
	-			2,300	Net
				2,500	Dept.
TOTAL CITY HALL/COUNCIL CHAMBERS BUILDING	20 staff			8,800	DEPT
				11,000	GROSS
SITE ELEMENTS					
Parking @ 400 SF per space	40	spaces		16,000	
Landscaping				1,800	
Hardscape				600	
Plaza				2,000	
Building footprint				11,000	
Total Site Area				31,400	SF

COST MODEL

1/14/2011

PROJECT DATA

Gross SF	11,000 GSF
Footprint	11,000 GSF
On-Site Parking Total	20 spaces
Surface Spaces**	20 spaces
Site Area	23,400 sf
Building Footprint	11,000 SF
Plaza(s)	2,000 SF
Hardscape	600 SF
Ornamental	1,800 SF
Parking	8,000 SF

* Cost/SF amount provided by the City of Cloverdale

** 20 additional spaces to be shared parking.

BUILDINGS AND SITE

Construction Hard Costs	Units/SF Area	Unit Cost	Project Cost
Demolition	-	#REF!	
Site Clearing and Grading	15,400	\$1 / GSF	\$15,400
Site Utilities Allowance	1	\$200,000 LS	\$200,000
New Construction			
Building - City Hall + Council Chambers*	11,000	\$348 / GSF	\$3,828,000
Site - Landscape/Hardscape	4,400	\$10 / GSF	\$44,000
FF&E and Technology			
Furnishings, Fixtures & Equipment	11,000	\$30 / GSF	\$330,000
Technology	11,000	\$25 / GSF	\$275,000
Design Contingency		10%	\$469,300
Hard Cost Contingency		10%	\$469,300
Total Hard Cost Budget			\$5,631,000

Design, Engineering & Const. Mgmt. (% of construction cost)	25%	\$1,408,000
City Permits & Fees (% of construction cost)	1%	\$49,000
Moving Costs/Miscellaneous (% of construction cost)	1%	\$49,000
Total Soft Cost Budget		\$1,506,000

Unescalated Building Budget	\$7,137,000
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PARKING

Construction Hard Costs	Units/SF Area	Unit Cost	Project Cost
Site Clearing and Grading	8,000	\$1 / GSF	\$8,000
Surface Parking	8,000	\$10 / GSF	\$80,000
Contingencies			
Design Contingency		5%	\$6,500
Hard Cost Contingency		10%	\$6,500
Subtotal - Construction Hard Cost			\$101,000

Soft Costs

Design, Engineering & Const. Mgmt. (% of construction cost)	25%	\$25,000
City Permits & Fees (% of construction cost)	1%	\$1,000
Moving Costs/Miscellaneous (% of construction cost)	0%	\$0
Total Soft Cost Budget		\$26,000

Unescalated Parking Budget	\$127,000
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Unescalated Total Budget	\$7,264,000
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	Square Feet	Construction Cost	Soft Cost	Land Cost	Total Project Cost	Proportionality	Allocated to Future Development
City Hall ¹	11,000	\$ 5,732,000	\$ 1,532,000	\$ 218,431	\$ 7,482,431	28%	\$ 2,095,081

Notes:

(1) Source: Facility cost - Group 4 Architecture, Research + Planning, Inc., and City of Cloverdale; Land cost - City of Cloverdale, MRG.

	Square Feet	Construction Cost	Soft Cost	Land Cost	Total Project Cost	Proportionality	Allocated to Future Development
Corporation Yard ¹	25,000	\$ 2,036,800	included	n/a	\$ 2,036,800	28%	\$ 570,304

Notes:

(1) Source: Facility cost; Winsler and Kelly (1995); Coastland Civil Engineering (2002, 2010).

	Acres	Construction Cost per Acre ²	Soft Cost per Acre ²	Total Project Cost ²	Proportionality	Allocated to Future Development
Neighborhood and community parks ¹	16.82	\$ 160,000	\$ 54,000	\$ 3,599,480	100%	\$ 3,599,480
Skate park	0.25		\$	\$ 643,200	28%	\$ 180,096
Dog park	0.25		\$	\$ 28,700	28%	\$ 8,036
						\$ 3,787,612

Notes:

(1) Based of 5 acres per thousand residents; 3,364 future residents

(2) Source: Coastland Civil Engineering.

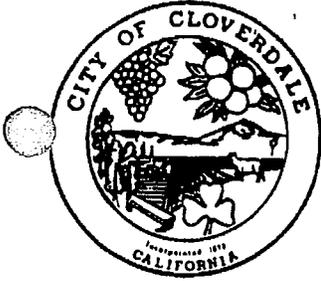
MITIGATION FEE ACT REQUIREMENTS	One-time Cost	Annual Cost	5-Year Cost	Average Annual Cost	Total Cost 2010 - 2025
<u>Mitigation Fee Studies (two studies)</u>					
Prepare nexus studies	\$ 45,130			\$ 3,009	\$ 45,130
Publish notice of hearing to consider nexus Studies	\$ 200			\$ 13	\$ 200
Prepare ordinances/resolutions to adopt fees	\$ 2,000			\$ 133	\$ 2,000
Conduct public hearing (staff time)	\$ 800			\$ 53	\$ 800
Annual fee adjustment		\$ 500		\$ 500	\$ 7,500
<u>Accounting Requirements (% of Finance Department Budget)</u>					
Maintain separate accounts or funds		\$ 25,000		\$ 25,000	\$ 375,000
Deposit fees into separate accounts or funds					
Allocate interest to separate accounts or funds					
Expend monies out of separate accounts or funds					
<u>Annual Reporting Requirements</u>					
Prepare an annual report for each separate account or fund:		\$ 1,600		\$ 1,600	\$ 24,000
- Brief description of the fee					
- Amount of the fee					
- Beginning & ending balance					
- Identify expenditures on each improvement					
- Identify % of expenditure funded with fees					
- Identify date of construction for each improvement					
- Describe interfund transfers/loans					
- Describe refunds					
Mail notice of meeting to interested parties		\$ 200		\$ 200	\$ 3,000
Present annual report at public meeting (staff time)		\$ 800		\$ 800	\$ 12,000
<u>Five-year Reporting Requirements</u>					
Prepare report and make findings:			\$ 1,600	\$ 533	\$ 8,000
- Identify purpose for the fee					
- Demonstrate relationship between the fee and the purpose					
- Identify sources and amounts needed to complete the improvements					
- Designate date funding will be available					
Publish notice of hearing		\$ 200		\$ 67	\$ 1,000
Conduct public hearing (staff time)		\$ 800		\$ 267	\$ 4,000
<u>Annual Capital Improvement Planning</u>					
Prepare CIP (10% of CIP preparation cost allocated to Administration Fee)	\$	\$ 2,000		\$ 2,000	\$ 30,000
Prepare resolution adopting the CIP	\$	\$ 1,000		\$ 1,000	\$ 15,000
Publish notice of hearing			\$ 200	\$ 67	\$ 1,000
Conduct public hearing (staff time)			\$ 800	\$ 267	\$ 4,000
				\$ 35,509	\$ 532,630

Notes:
Source: City of Cloverdale

QUIMBY ACT REQUIREMENTS	One-time Cost	Annual Cost	Average Annual Cost	Total Cost 2010 - 2015
<u>General Plan</u>				
Adopt General Plan standards for parks and recreation	\$ 25,000		1,667	\$ 25,000
<u>Quimby Act Study</u>				
Prepare Quimby Act Study	\$ 3,470		231	\$ 3,470
Publish notice of hearing to consider Quimby Act Study	\$ 200		13	\$ 200
Prepare ordinances/resolutions	\$ 1,000		67	\$ 1,000
Conduct public hearing (staff time)	\$ 800		53	\$ 800
Annual fee adjustment		\$ 500	500	\$ 7,500
<u>Prepare schedule specifying uses of the fees</u>				
How the land will be used	\$ 2,000		133	\$ 2,000
When the fees will be used				
Where the fees will be used				
<u>Accounting Requirements (% of Finance Department Budget)</u>				
Maintain separate accounts or funds		\$ 5,000	5,000	\$ 75,000
Commit fees within five years (annual analysis)				
			<u>7,665</u>	<u>\$ 114,970</u>

Notes:

Source: City of Cloverdale



CITY OF CLOVERDALE

P. O. Box 217 • 124 North Cloverdale Blvd., Cloverdale, California 95425

October 16, 1992

APPROVED FOR

CITY COUNCIL AGENDA

File: CCSR 35:92 10-21-92

Date: _____
[Signature]
City Manager

TO: MEMBERS, CITY COUNCIL

FROM: PLANNING DIRECTOR *[Signature]*

MEETING DATE: OCTOBER 28, 1992

SUBJECT: SECOND READING OF DEVELOPMENT FEE ORDINANCE AND ADOPTION OF RESOLUTION CREATING FEE PROGRAM

BACKGROUND

At the City Council meeting of October 14, a public hearing and first reading of an ordinance adopting a "Development Fee Program" was conducted. The Staff Report submitted to the City Council on this item is attached for review. The ordinance (No. 465-92) amends the City Municipal Code in establishing a development impact fee to fund public facilities. Such a fee would be applied to all new developments and at the time of issuing the Building Permit.

The second and final step to adopt this "Development Fee Program" is the approval of a resolution incorporating these fees into our City master fee program. The development fee program addresses such public facilities as:

- Street and Thoroughfare System
- Water Distribution, Treatment and Storage
- Police Facilities and Equipment
- General City Facilities (Civic/Corp Yard)
- Storm Drainage
- Sewer Treatment
- Fire Facilities and Equipment
- Parks and Recreation

In developing this program, it was the intent of the City that the cost of expanding these facilities would be shared among the beneficiaries of these facilities. In the case where the existing population creates a need for a facility or where an existing facility is substandard, the cost associated with this "City Share" was to be borne by the City on behalf of current residents.

RECOMMENDATION

Staff recommends that the Council conduct the second reading of this ordinance and adopt the attached resolution in support of the fee program.

**CITY OF CLOVERDALE
CITY COUNCIL
ORDINANCE NO. 465-92**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE
AMENDING TITLE 17, CHAPTER 17.20 OF THE MUNICIPAL CODE
ESTABLISHING A DEVELOPMENT IMPACT FEE FOR PUBLIC FACILITIES FOR
ALL NEW DEVELOPMENTS WITHIN THE CITY OF CLOVERDALE**

The City Council of the City of Cloverdale does hereby ordain as follows:

Part 1

Sections 17.20.180 to 17.20.250 are added to the Cloverdale Municipal code to read as follows:

Section 17.20.180. Findings:

The City Council of the City of Cloverdale finds that continued development in the City has or will result in an increased use of certain public facilities with the result that certain facilities are now overburdened and extended beyond their capacity, or will become so if development continues. As a result of development there is a need to expand the capacities of certain public facilities. The fees required by this section are found and declared to be necessary for the substantial preservation of the public health, safety, and general welfare by causing new development to pay the cost of the construction of the public facilities required to mitigate their development impact demands.

Section 17.20.190. Purpose:

In order to implement the goals and objectives of the City of Cloverdale's public facility standards contained in various infrastructure master plans and to mitigate the impacts caused by new development in the City of Cloverdale on such facilities as street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities (civic center and corporation yard), and parks and recreation.

The City Council has determined that a public facilities development impact fee is needed in order to finance these public facility improvements and to pay for the development's equitable share of the construction costs of these improvements. In establishing the fee described in the following Sections, the City Council has found the fee to be consistent with its General Plan and, pursuant to Government Code Section 65913.2, has considered the effects of the fee with respect to the City's housing needs as established in the Housing Element of the General Plan.

Section 17.20.200. Benefit Area:

A public facilities development impact fee for street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities (civic center and corporation yard), and parks and recreation is hereby established on issuance of all ("building permits," "subdivision maps," etc.) for development in the City of Cloverdale to pay for necessary public facility improvements. The City Council shall, in a Council resolution, set forth the specific amount of the fee, describe the benefit and impact area on which the development fee is imposed, list the specific public improvements to be financed, describe the estimated cost of these facilities, describe the reasonable relationship between this fee and the various types of new developments as set forth in the fee resolution, and describe in the fee resolution, this

public facilities development fee shall be paid by each developer either prior to issuance of a building permit or at such time as deemed appropriate by the City.

On an at least annual basis, the City Council shall review this fee to determine whether the fee amounts are reasonably related to the impacts of developments and whether the described public facilities are still needed. In addition, the public facilities development impact fee will be updated annually to reflect changes in the Engineering News Record (ENR) Construction Index, changes in land use information or as more refined public facility master plans are prepared and approved.

Section 17.20.210. Limited Use of Fees:

The revenues raised by payment of this fee shall be placed in a separate and special account and such revenues, along with any interest earnings on that account, shall be used solely to:

(a) pay for the City's future construction of facilities described in the resolution enacted pursuant to Section 17.20.190 above, or to reimburse the City for those described or listed facilities constructed by the City with funds advanced by the City from other sources, or

(b) reimburse developers who have been required or permitted by Section Section 17.20.210., to install such listed facilities which are oversized with supplemental size, length, or capacity.

Section 17.20.220. Developer Construction of Facilities:

Whenever a developer is required, as a condition of approval of a development permit, to construct a public facility described in a resolution adopted pursuant to Section 2 which facility is determined by the City to have supplemental size, length or capacity over that needed for the impacts of that development, and when such construction is necessary to ensure efficient and timely construction of the facilities network, a reimbursement agreement with the developer and/or a credit against the fee, which would otherwise be charged pursuant to this ordinance on the development project, shall be considered. The reimbursement amount shall not include the portion of the improvement needed to provided services or mitigate the need for the facility or the burdens created by the development.

Section 17.20.230. Fee Adjustments:

A developer of any project subject to the fee described in Section 17.20.190. may apply to the City Manager, or his designee, for a reduction or adjustment to that fee, or a waiver of that fee, based upon the absence of any reasonable relationship or nexus between the impacts of that development and either the amount of the fee charged or the type of facilities to be financed. The application shall be made in writing and filed with the City Manager no later than; (1) ten days prior to the public hearing on the development permit application for the project, or (2) if no development permit is required, at the time of the filing of the request for a building permit. The application shall state in detail the factual basis for the claim of waiver, reduction, or adjustment. The City Manager, or his designee, shall consider the application within 30 days after the filing of the fee adjustment application and make a written determination. The decision of the City Manager, or his designee, can be appealed to the City Council and must be completed in the standard City appeal process as specified by City Municipal Code. If a reduction, adjustment, or waiver is granted, any change in use within the project shall invalidate the waiver, adjustment or reduction of the fee.

Section 17.20.240 Severance Clause:

The City Council declares that each section, subsection, paragraph, subparagraph, sentence, clause, and phrase of this Ordinance (singularly and collectively referred as "provision" and "provisions," respectively) is severable and independent of every other provision of this Ordinance. If any provision of this Ordinance is held to be invalid, the City Council declares that it would have adopted the remaining provisions of this Ordinance irrespective of the provision or provisions held invalid, and further declares its express intent that the remaining provisions of this Ordinance should remain in effect after the invalid provision has been eliminated.

Section 17.20.250. Effective Date:

This ordinance was adopted at a noticed public hearing, at which time the Council also considered the initial "Public Facilities Development Impact Fee Resolution", which resolution and associated studies were available to the general public for a period of at least 14 days prior to the public hearing. This fee shall apply to the issuance of any building permit, for any development issued 60 days following this ordinance's passage and for all other types of development 30 days following its passage. The ordinance shall be published once with 15 days of its adoption in a newspaper of general circulation within the City of Cloverdale.

Upon the date of effective adoption of this ordinance, the effect of City resolution #14-91, which requires all development projects to be subject to the payment of future interim development fees through the execution of an agreement, shall become null and void.

INTRODUCED by the City Council of the City of Cloverdale, on the 14th day of October 1992 and passed and adopted by the City Council of the City of Cloverdale at an adjourned regular meeting thereof held on the 28th day of October, 1992 by the following roll call vote:

AYES in favor of:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

ATTESTED:

Thomas Reed Sink, Mayor

Michele Winterbottom, City Clerk

23
RESOLUTION NO. -92

12
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE ESTABLISHING A PUBLIC FACILITIES DEVELOPMENT IMPACT FEE FOR ALL DEVELOPMENTS WITHIN THE CITY OF CLOVERDALE AND FUTURE ANNEXATIONS CONTAINED WITH THE GENERAL PLAN STUDY AREA

WHEREAS, the City Council of the City of Cloverdale has adopted Ordinance No. -92 creating and establishing authority for imposing and charging a Public Facilities Impact Fee; and

WHEREAS, study of the impacts of contemplated future development on existing public facilities in the City of Cloverdale, along with an analysis of the need for new public facilities and improvements required by new development was conducted, and said study set forth the relationship between new development, the needed facilities, and the estimated costs of those improvements. The study, entitled "Interim Development Impact Fee for Public Facilities" further referenced and attached as Exhibit "A", was prepared by Willdan Associates and Coastland Civil Engineering, and is dated September, 1992; and which references and incorporates information and data from master plans and studies, including, but not limited to the following:

- Water and Sewer Master Plans, February 1992
- Traffic Impact Fee Study, September 1992
- Police and Fire Master Needs Assessment, January 1992
- 1992 Cloverdale General Plan, August 1992

WHEREAS, the "Interim Development Impact Fee for Public Facilities Study" and other aforementioned studies were available for public inspection and review fourteen (14) days prior to this public hearing; and

WHEREAS, the City Council finds as follows:

- A. The purpose of this fee is to finance street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities (civic center and corporation yard), and parks and recreation facilities to reduce the impacts caused by new development, within the City of Cloverdale.
- B. The Public Facilities Development Impact Fees collected pursuant to this resolution shall be used to finance only the public facilities described or identified in Exhibit "A",
- C. After considering the study and analysis prepared by Willdan Associates and Coastland Civil Engineering entitled "Interim Development Impact Fee for Public Facilities", and the testimony received at this public hearing, the Council approves said study and reference material, and incorporates such herein, and further finds that the new development in the City of Cloverdale will generate additional demands for street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities within the City of Cloverdale and will contribute to the degradation of these facilities;
- D. There is a need in this described impact area for street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general city facilities (civic center and corporation yard), and parks and recreation which have not been constructed or have been constructed, but new development has not contributed its fair share towards these facility costs and said facilities have been called for in or are consistent with the City's adopted infrastructure master plans;

E. The facts and evidence presented establish that there is a reasonable relationship between the need for the described public facilities and the impacts of the types of development described in paragraph 3 below, for which the corresponding fee is charged, and, also there is a reasonable relationship between the fee's use and the type of development for which the fee is charged, as these reasonable relationships or nexus are in more detail described in the study referred to above;

F. The cost estimates set forth in Exhibit "A" are reasonable cost estimates for constructing these facilities, and the fees expected to be generated by new development will not exceed the total of the costs.

NOW, THEREFORE, it is hereby resolved by the City Council of the City of Cloverdale that:

1. Definitions.

(a) "New development" shall mean construction of "residential improvements, original construction of commercial, industrial or other non-residential improvements, or the addition of floor space to existing improvements".

2. A Public Facilities Development Impact fee shall be charged upon issuance of any "building permit" unless other City provisions allow for the collection of all or a portion of the fee at an earlier time. The City (person to be responsible for collection or determination of the fee) shall determine if the development lies within this benefit area, the type of development and the corresponding fee to be charged in accordance with this resolution.

3. The Public Facilities Development Impact fee for development, residential and non-residential, shall be paid in accordance to the table shown on the following table:

SUMMARY FEES PER FACILITY			
	Land Use	Fee Per Unit/Acre	
1.	Street and Thoroughfare system	Single Family 4 BR	1,763
		Single Family 3 BR	1,434
		Single Family 2 BR	1,141
		Multi-family 4 BR	1,417
		Multi-Family 3 BR	1,106
		Multi-Family 2 BR	795
		Senior Housing	691
		Downtown Commercial (Per 1,000 sf)	2,125
		Service commercial (Per 1,000 sf)	2,264
		Destination Commercial (Per 1,000 sf)	2,125
		General Industrial (Per 1,000 sf)	1,693
		Public (Per acre)	3,888
		Business Park (Per 1,000 sf)	2,678
		Mixed Use Commercial (Per 1,000 sf)	2,125
Airport (Per acre)	1,123		

SUMMARY FEES PER FACILITY				
		Land Use	Fee Per Unit/Acre	
2.	Storm Drainage	Single Family	694	
		Multi Family	424	
		Commercial/Industrial (Per Ac.)	7,762	
3.	Water	Single Family	1,224	
		Multi Family	1,224	
		Commercial/Industrial (Per ac.)	3,832	
4.	Sewer	Single Family	1,671	
		Multi-Family	1,667	
		Commercial/Industrial (Per Ac.)	5,671	
5.	Public Safety			
		• Police	Residential	636
			Commercial/Industrial (per sf)	400
		• Fire	Residential	721
		Commercial/Industrial (per sf)	451	
6.	General City			
		• Civic Center	Per EDU	210
		• Corporation Yard		815
7.	Parks and Recreation	Residential	1,190	
8.	Administration	Per EDU	118	

4. Use of Fee. The fee shall be solely used to pay; (1) for the described public facilities to be constructed by the City; (2) for reimbursing the City for the development's fair share of those capital improvements already constructed by the City; or (3) to reimburse other developers who have constructed public facilities described in Exhibit "A" attached hereto, where those facilities were beyond that needed to mitigate the impacts of the other developers' project or projects.

5. Fee Review. At least annually as part of the City's budget process, the City shall review the estimated cost of the described public facility improvements, the continued need for those improvements and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which this fee is charged. The City shall report its findings to the City Council at a noticed public hearing and recommend any adjustment to this fee or other action as may be needed.

INTRODUCED by the City Council of the City of Cloverdale, on the * day of *, 1992 and passed and adopted by the City Council of the City of Cloverdale at an adjourned regular meeting thereof held on the * day of *, 1992 by the following roll call vote:

AYES in favor of:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

ATTESTED:

Thomas Reed Sink, Mayor

Michele Winterbottom, City Clerk

RESOLUTION NO.83-92

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE ESTABLISHING A PUBLIC FACILITIES DEVELOPMENT IMPACT FEE FOR ALL DEVELOPMENTS WITHIN THE CITY OF CLOVERDALE AND FUTURE ANNEXATIONS CONTAINED WITH THE GENERAL PLAN STUDY AREA

WHEREAS, the City Council of the City of Cloverdale has adopted Ordinance No.465-92 creating and establishing authority for imposing and charging a Public Facilities Impact Fee; and

WHEREAS, study of the impacts of contemplated future development on existing public facilities in the City of Cloverdale, along with an analysis of the need for new public facilities and improvements required by new development was conducted, and said study set forth the relationship between new development, the needed facilities, and the estimated costs of those improvements. The study, entitled "Interim Development Impact Fee for Public Facilities" further referenced and attached as Exhibit "A", was prepared by Willdan Associates and Coastland Civil Engineering, and is dated September, 1992; and which references and incorporates information and data from master plans and studies, including, but not limited to the following:

- Water and Sewer Master Plans, February 1992
- Traffic Impact Fee Study, September 1992
- Police and Fire Master Needs Assessment, January 1992
- 1992 Cloverdale General Plan, August 1992

WHEREAS, the "Interim Development Impact Fee for Public Facilities Study" and other aforementioned studies were available for public inspection and review fourteen (14) days prior to this public hearing; and

WHEREAS, the City Council finds as follows:

A. The purpose of this fee is to finance street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities (civic center and corporation yard), and parks and recreation facilities to reduce the impacts caused by new development, within the City of Cloverdale.

B. The Public Facilities Development Impact Fees collected pursuant to this resolution shall be used to finance only the public facilities described or identified in Exhibit "A",

C. After considering the study and analysis prepared by Willdan Associates and Coastland Civil Engineering entitled "Interim Development Impact Fee for Public Facilities", and the testimony received at this public hearing, the Council approves said study and reference material, and incorporates such herein, and further finds that the new development in the City of Cloverdale will generate additional demands for street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities within the City of Cloverdale and will contribute to the degradation of these facilities;

D. There is a need in this described impact area for street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general city facilities (civic center and corporation yard), and parks and recreation which have not been constructed or have been constructed, but new development has not contributed its fair share towards these facility costs and said facilities have been called for in or are consistent with the City's adopted infrastructure master plans;

E. The facts and evidence presented establish that there is a reasonable relationship between the need for the described public facilities and the impacts of the types of development described in paragraph 3 below, for which the corresponding fee is charged, and, also there is a reasonable relationship between the fee's use and the type of development for which the fee is charged, as these reasonable relationships or nexus are in more detail described in the study referred to above;

F. The cost estimates set forth in Exhibit "A" are reasonable cost estimates for constructing these facilities, and the fees expected to be generated by new development will not exceed the total of the costs.

NOW, THEREFORE, it is hereby resolved by the City Council of the City of Cloverdale that:

1. Definitions.

(a) "New development" shall mean construction of "residential improvements, original construction of commercial, industrial or other non-residential improvements, or the addition of floor space to existing improvements".

2. A Public Facilities Development Impact fee shall be charged upon issuance of any "building permit" unless other City provisions allow for the collection of all or a portion of the fee at an earlier time. The City (person to be responsible for collection or determination of the fee) shall determine if the development lies within this benefit area, the type of development and the corresponding fee to be charged in accordance with this resolution.

3. The Public Facilities Development Impact fee for development, residential and non-residential, shall be paid in accordance to the table shown on the following table:

SUMMARY FEES PER FACILITY		
	Land Use	Fee Per Unit/Acre
1.	Street and Thoroughfare system	
	Single Family 4 BR	1,763
	Single Family 3 BR	1,434
	Single Family 2 BR	1,141
	Multi-family 4 BR	1,417
	Multi-Family 3 BR	1,106
	Multi-Family 2 BR	795
	Senior Housing	691
	Downtown Commercial (Per 1,000 sf)	2,125
	Service commercial (Per 1,000 sf)	2,264
	Destination Commercial (Per 1,000 sf)	2,125
	General Industrial (Per 1,000 sf)	1,693
	Public (Per acre)	3,888
	Business Park (Per 1,000 sf)	2,678
Mixed Use Commercial (Per 1,000 sf)	2,125	
Airport (Per acre)	1,123	

**SUMMARY
FEES PER FACILITY**

		Land Use	Fee Per Unit/Acre	
2.	Storm Drainage	Single Family	694	
		Multi Family	424	
		Commercial/Industrial (Per Ac.)	7,762	
3.	Water	Single Family	1,224	
		Multi Family	1,224	
		Commercial/Industrial (Per ac.)	3,832	
4.	Sewer	Single Family	1,671	
		Multi-Family	1,667	
		Commercial/Industrial (Per Ac.)	5,671	
5.	Public Safety			
		• Police	Residential	636
			Commercial/Industrial (per sf)	400
		• Fire	Residential	721
		Commercial/Industrial (per sf)	451	
6.	General City			
		• Civic Center	Per EDU	210
	• Corporation Yard		815	
7.	Parks and Recreation	Residential	1,190	
8.	Administration	Per EDU	118	

4. Use of Fee. The fee shall be solely used to pay; (1) for the described public facilities to be constructed by the City; (2) for reimbursing the City for the development's fair share of those capital improvements already constructed by the City; or (3) to reimburse other developers who have constructed public facilities described in Exhibit "A" attached hereto, where those facilities were beyond that needed to mitigate the impacts of the other developers' project or projects.

5. Fee Review. At least annually as part of the City's budget process, the City shall review the estimated cost of the described public facility improvements, the continued need for those improvements and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which this fee is charged. The City shall report its findings to the City Council at a noticed public hearing and recommend any adjustment to this fee or other action as may be needed.

Resolution No. 83-92 was duly authorized on this 28th day of October, 1992 by the following roll call vote: (5-0)

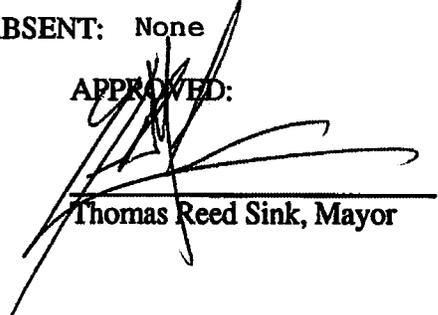
AYES in favor of: Councilmembers Teague, Pell, Doble, Chase and Mayor Sink

NOES: None

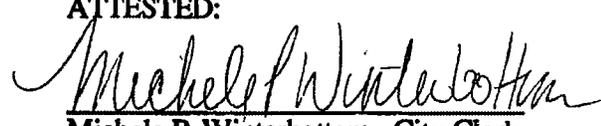
ABSTAIN: None

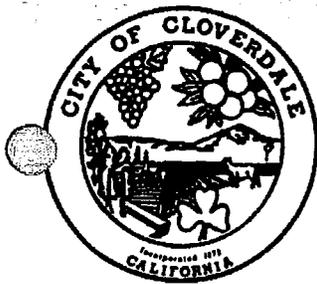
ABSENT: None

APPROVED:


Thomas Reed Sink, Mayor

ATTESTED:


Michele P. Winterbottom, City Clerk



11/12/92 Pactor
Tie to Boy Bros Index

Telephone (707) 894-2521

CITY OF CLOVERDALE

P. O. Box 217 • 124 North Cloverdale Blvd., Cloverdale, California 95425

October 7, 1992

APPROVED FOR

CITY COUNCIL AGENDA
File: CCSR 33:92

TO: MEMBERS, CITY COUNCIL

FROM: PLANNING DIRECTOR *MS*

Date: 10-9-92

MEETING DATE: OCTOBER 14, 1992

Robert Burt
City Manager

SUBJECT: ADOPTION OF ORDINANCE TO CREATE CITY-WIDE DEVELOPMENT FEE PROGRAM FOR PUBLIC FACILITIES

SUMMARY

The creation of a fee program which equitably assigns the cost of constructing public facilities to new development has been considered a high priority by the City. Policy statements within the 1992 General Plan formulate a position that the City's public facilities are severely constrained and any new development should be paced with the expansion of such facilities. To this end, the City embarked on a series of studies to identify the future facility needs of the community when measured against the level of growth projected in the 1992 General Plan. The City further retained the firm of Willdan Associates to compile the data from these studies, examine our growth projections, and develop a fee program which meets all legal requirements under State law. The fee program has been completed and is ready for Council consideration.

BACKGROUND

In December 1991, the City entered into an agreement with Willdan Associates to prepare a City-wide fee program. Willdan Associates was required to determine the facility needs based upon the impact of new development, identify the cost of these facilities and to calculate an appropriate and equitable set of development fees. The development fee program was to examine and address such public facilities as:

- Street and Thoroughfare System
- Water Distribution, Treatment and Storage
- Police Facilities and Equipment
- General City Facilities (Civic/Corp Yard)
- Storm Drainage
- Sewer Treatment
- Fire Facilities and Equipment
- Parks and Recreation

In developing this program, it was the intent of the City that the cost of expanding these facilities would be shared among the beneficiaries of these facilities. In the case where the existing population creates a need for a facility or where an existing facility is substandard, the cost associated with this "City Share" was to be borne by the City on behalf of current residents.

The work program charged to the consultant was:

- Analyze and project the need for the city facilities listed above.
- Identify/Recommend facility standards.
- Develop a specific methodology for assessing fees.
- Calculate a schedule of development fees.

The development impact fee program was to be based on the estimated cost of the City-identified public facilities distributed between existing and future development. The basis for determining the difference between existing and future development was tied to the data collected in the 1992 General Plan update.

To determine the future facility needs for the community, the consultant relied on a number of facility master plans that the City had prepared. In anticipation of the need for a solid Capital Improvement Program (CIP), the City directed the revision or completion of a number of master facility plans. The facility needs identified within these master plans were tied to the growth projections and impacts described within the "Preferred Alternative" of the 1992 General Plan.

The consultant used information from such master plans including:

- Traffic Impact Fee Study for Police and Fire Master Plans, TJKM Transportation Consultants, September 1992
- Police and Fire Master Needs Assessment, Hughes, Heiss and Associates, January 1992
- Water Master Plan Update, Brelje and Race, 1991
- Trunk Sewer and Sewer Treatment Plant Master Plans, Brelje and Race, 1992
- Drainage Master Plan, Brelje and Race, 1970

The consultant proceeded with the preparation of this program, working closely with City Staff to obtain further information, or to clarify an issue when necessary. If growth is to occur, the public facilities needed to accommodate such development were fully outlined in the consultant's report. Once again, the point of population reference was the General Plan

update from which all of the master utility plans were based upon. The estimated cost of expanding these public facilities amounted to \$42,840,000 of which approximately \$5,680,000 can be attributed to existing developments share, and \$37,460,000 is the cost of facilities to support new development.

The consultant conducted a study session with the City Council on April 22, 1992 to highlight the purpose of the study and the methodology being applied. Numerous drafts of the program were submitted to City Staff and subsequently revised. In September, the consultant submitted a draft version of the development fee program entitled, "Interim Development Impact Fee for Public Facilities" which was approved by City Staff. A meeting was subsequently held on September 20 with members of the development community to discuss the results of this report. The report has been made available to the public and notice of such availability was mailed in early September.

This report is attached for your review. All of the other or master utility or specialized reports, such as the recently prepared "Traffic Mitigation Study", are available upon request from the Planning Department.

COMPARISON OF CLOVERDALE FEE PROGRAM TO OTHER COMMUNITIES

The report establishes nine separate fee categories, of which each are tied to a specific public facility such as sewer, water, public safety or parks. The current Cloverdale fee program has four fee categories consisting of sewer, water, thoroughfare and parks. All fees are payable at the time of submitting the Building Permit.

As it currently exists, the fee structure for Cloverdale is as follows:

Current Cloverdale Fee Program (for a Single Family Residence)

•Sewer	\$2,000
•Water	\$2,000
•Thoroughfare	\$150
•Parks`	<u>\$900</u>
Total	\$5,050

It is apparent from our studies that the fee program currently in place will not provide adequate funding to construct the level of public facilities which are needed to service future growth. The \$5,050 fee amount represents the lowest development fee package of any City in Sonoma County with the average for a single family residence estimated at around \$12,000.

The development fee package proposed by Willdan Associates sets the new total at approximately \$9,613 for a 3-bedroom, single family residence. The report lists the fees on Pages 8-9. This amount will still be the second lowest in Sonoma County, excepting for Rohnert Park; however, it should be noted that Rohnert Park charges an additional annexation fee (approximately \$34,000 an acre) not normally required by other Cities.

The fee program proposed by the consultant is viewed as an estimate based on the best available information. With further work anticipated on the General Plan (i.e. the Growth Management Plan) and a Capital Improvement Program (CIP), the impact fees may need to be revised. In addition, the City development impact fee program should be revised annually and updated as appropriate to ensure that the fees being collected are consistent with the cost of providing public facilities. The fee program is viewed as a dynamic tool for the City, which will need to be checked against future growth levels, community values and inflation rates.

PROCESS OF ADOPTING AN INTERIM DEVELOPMENT FEE PROGRAM

Government Code Section 6600 authorizes a City to impose fees on new development to fund public facilities that are impacted by or necessitated by such new development. The code requires that a City establish a reasonable relationship, or "nexus", between a development project and the public improvement for which a fee is charged.

The City has followed the steps outlined by AB 1600 to establish such a "nexus" and create the fee package proposed herein. To formally adopt such a program, the City is required to first enact an ordinance, which provides the legislative ability to create such a fee program. Secondly, the City needs to approve the fee program by resolution. Both the ordinance and resolution is attached for review; however, any action on the resolution should be deferred to the second reading of the ordinance.

RECOMMENDATION

Staff recommends that the Council take the following actions:

1. Allow for presentation by Staff and consultant.
2. Open and close public hearing on impact fee ordinance.
3. Hold first reading on impact fee ordinance.
4. Direct Staff to return with resolution establishing the development fee program at the next Council meeting.

DRAFT

**CITY OF CLOVERDALE
CITY COUNCIL ^{af65}
ORDINANCE NO. -92**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE AMENDING TITLE 17, CHAPTER 17.20 OF THE MUNICIPAL CODE ESTABLISHING A DEVELOPMENT IMPACT FEE FOR PUBLIC FACILITIES FOR ALL NEW DEVELOPMENTS WITHIN THE CITY OF CLOVERDALE

The City Council of the City of Cloverdale does hereby ordain as follows:

Part 1

Sections 17.20.180 to 17.20.250 are added to the Cloverdale Municipal code to read as follows:

Section 17.20.180. Findings:

The City Council of the City of Cloverdale finds that continued development in the City has or will result in an increased use of certain public facilities with the result that certain facilities are now overburdened and extended beyond their capacity, or will become so if development continues. As a result of development there is a need to expand the capacities of certain public facilities. The fees required by this section are found and declared to be necessary for the substantial preservation of the public health, safety, and general welfare by causing new development to pay the cost of the construction of the public facilities required to mitigate their development impact demands.

Section 17.20.190. Purpose:

In order to implement the goals and objectives of the City of Cloverdale's public facility standards contained in various infrastructure master plans and to mitigate the impacts caused by new development in the City of Cloverdale on such facilities as street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities (civic center and corporation yard), and parks and recreation.

The City Council has determined that a public facilities development impact fee is needed in order to finance these public facility improvements and to pay for the development's equitable share of the construction costs of these improvements. In establishing the fee described in the following Sections, the City Council has found the fee to be consistent with its General Plan and, pursuant to Government Code Section 65913.2, has considered the effects of the fee with respect to the City's housing needs as established in the Housing Element of the General Plan.

DRAFT

Section 17.20.200. Benefit Area:

A public facilities development impact fee for street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities (civic center and corporation yard), and parks and recreation is hereby established on issuance of all ("building permits," "subdivision maps," etc.) for development in the City of Cloverdale to pay for necessary public facility improvements. The City Council shall, in a Council resolution, set forth the specific amount of the fee, describe the benefit and impact area on which the development fee is imposed, list the specific public improvements to be financed, describe the estimated cost of these facilities, describe the reasonable relationship between this fee and the various types of new developments as set forth for payment. As describe in the fee resolution, this public facilities development fee shall be paid by each developer either prior to issuance of a building permit or at such time as deemed appropriate by the City.

On an at least annual basis, the City Council shall review this fee to determine whether the fee amounts are reasonably related to the impacts of developments and whether the described public facilities are still needed. In addition, the public facilities development impact fee will be updated annually to reflect changes in the Engineering News Record (ENR) Construction Index, changes in land use information or as more refined public facility master plans are prepared and approved.



Section 17.20.210. Limited Use of Fees:

The revenues raised by payment of this fee shall be placed in a separate and special account and such revenues, along with any interest earnings on that account, shall be used solely to:

(a) pay for the City's future construction of facilities described in the resolution enacted pursuant to Section 17.20.190 above, or to reimburse the City for those described or listed facilities constructed by the City with funds advanced by the City from other sources, or

(b) reimburse developers who have been required or permitted by Section 17.20.210., to install such listed facilities which are oversized with supplemental size, length, or capacity.

Section 17.20.220. Developer Construction of Facilities:

Whenever a developer is required, as a condition of approval of a development permit, to construct a public facility described in a resolution adopted pursuant to Section 2 which facility is determined by the City to have supplemental size, length or capacity over that needed for the impacts of that development, and when such construction is necessary to ensure efficient and timely construction of

the facilities network, a reimbursement agreement with the developer and/or a credit against the fee, which would otherwise be charged pursuant to this ordinance on the development project, shall be considered. The reimbursement amount shall not include the portion of the improvement needed to provided services or mitigate the need for the facility or the burdens created by the development.

Section 17.20.230. Fee Adjustments:

A developer of any project subject to the fee described in Section 17.20.190. may apply to the City Manager, or his designee, for a reduction or adjustment to that fee, or a waiver of that fee, based upon the absence of any reasonable relationship or nexus between the impacts of that development and either the amount of the fee charged or the type of facilities to be financed. The application shall be made in writing and filed with the City Manager no later than; (1) ten days prior to the public hearing on the development permit application for the project, or (2) if no development permit is required, at the time of the filing of the request for a building permit. The application shall state in detail the factual basis for the claim of waiver, reduction, or adjustment. The City Manager, or his designee, shall consider the application within 30 days after the filing of the fee adjustment application and make a written determination. The decision of the City Manager, or his designee, can be appealed to the City Council and must be completed in the standard City appeal process as specified by City Municipal Code. If a reduction, adjustment, or waiver is granted, any change in use within the project shall invalidate the waiver, adjustment or reduction of the fee.

Section 17.20.240 Severance Clause:

The City Council declares that each section, subsection, paragraph, subparagraph, sentence, clause, and phrase of this Ordinance (singularly and collectively referred as "provision" and "provisions," respectively) is severable and independent of every other provision of this Ordinance. If any provision of this Ordinance is held to be invalid, the City Council declares that it would have adopted the remaining provisions of this Ordinance irrespective of the provision or provisions held invalid, and further declares its express intent that the remaining provisions of this Ordinance should remain in effect after the invalid provision has been eliminated.

Section 17.20.250. Effective Date:

This ordinance was adopted at a noticed public hearing, at which time the Council also considered the initial "Public Facilities Development Impact Fee Resolution", which resolution and associated studies were available to the general public for a period of at least 14 days prior to the public hearing. This fee shall apply to the issuance of any building permit, for any development issued 60 days following this ordinance's passage and for all other types of development 30 days following its passage. The ordinance shall be published once with 15 days of its adoption in a newspaper of general circulation within the City of Cloverdale.

DRAFT

Upon the date of effective adoption of this ordinance, the effect of City resolution #14-91, which requires all development projects to be subject to the payment of future interim development fees through the execution of an agreement, shall become null and void.

INTRODUCED by the City Council of the City of Cloverdale, on the * day of *, 199* and passed and adopted by the City Council of the City of Cloverdale at an adjourned regular meeting thereof held on the * day of *, 1992 by the following roll call vote:

AYES in favor of:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

ATTESTED:

Thomas Reed Sink, Mayor

Michele Winterbottom, City Clerk

DRAFT

INTERIM DEVELOPMENT
IMPACT FEE FOR
PUBLIC FACILITIES

CITY OF CLOVERDALE

PREPARED BY:

WILLDAN ASSOCIATES
2495 NATOMAS PARK DRIVE, SUITE 550
SACRAMENTO, CA 95833
(916) 924-7000

AND

COASTLAND CIVIL ENGINEERING
2292 NORTH POINT PARKWAY
SANTA ROSA, CA 95407
(707) 571-8005

DRAFT

CITY OF CLOVERDALE

**INTERIM DEVELOPMENT
IMPACT FEE FOR
PUBLIC FACILITIES**

CITY COUNCIL

Thomas Sink
Carol Chase
John Doble
Erlene Pell
James Teague

Mayor
Council Member
Council Member
Council Member
Council Member

CITY STAFF

Bob Perrault
Carol Giovannatto
Joe Heckel
Frederick Browne

City Manager
Finance Director
Planning Director
Public Works Director

CONSULTANT

Willdan Associates
Coastland

Engineers & Planners
Civil Engineers

September 1992

CITY OF CLOVERDALE

**INTERIM DEVELOPMENT
IMPACT FEE FOR
PUBLIC FACILITIES**

Table of Contents

<u>Section</u>	<u>Description</u>	<u>Page</u>
EXECUTIVE SUMMARY	ii
	Public Facility Standard	iii
	Facility Costs	iv
	Facility Impact Fees	v
INTRODUCTION	1
1.1	Background	1
1.2	Purpose	3
1.3	Key Assumptions	5
1.4	Summary of Facility Costs and Fees	7
METHODOLOGY	10
2.1	Development Projections	10
2.2	Spread Methodology	12
2.3	Facility Standards	13
IMPLEMENTATION	15
3.1	Overview	15
3.2	Advance Construction of Fee Projects	15
PUBLIC FACILITY REQUIREMENTS, COSTS AND DOCUMENTATION	17
4.1	Overview	17
4.2	Street and Thoroughfare	17
4.3	Storm Drainage	21
4.4	Water Distribution, Treatment and Storage	24
4.5	Sewer Collection System and Treatment	27
4.6	Public Safety Facilities and Equipment	30
4.7	General City Facilities (Civic Center and Corporation Yard)	32
4.8	Parks and Recreation Facilities	34

EXECUTIVE SUMMARY

The Interim Development Impact Fee for Public Facilities report is a significant component of the City of Cloverdale's effort to evaluate future development's impact on various public facilities and provide a means for equitably financing those facilities.

The facilities addressed in the report include the street and thoroughfare facilities, storm drainage, water distribution, treatment and storage, sewer collection system and treatment facilities, public safety facilities and equipment (Police and Fire), general city facilities (civic center and corporation yard) and parks and recreation facilities. The estimated cost of these facilities is \$42,840,000 of which approximately \$5,680,000 is existing developments share, and \$37,460,000 is the cost of facilities to support new development.

Government Code Section 66000 authorizes a city to impose fees on new development to fund those public facilities that are impacted by or necessitated by such new development. The code requires that a city establish a reasonable relationship, or "nexus", between a development project and the public improvement for which a fee is charged. The City must:

- ◆ Identify the purpose of the fee;
- ◆ Identify the use to which the fee will be put;
- ◆ Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed (a "type" nexus); and
- ◆ Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed (a "burden" nexus).

In addition, when a city imposes a fee as a condition of development approval, it must determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of that facility attributable to the development on which the fee is imposed.

One important component of determining the impact fee requires that facility standards be used to calculate facility sizing and costs. A portion of each section of this report will indicate standards being used based upon other City studies or will recommend interim facilities standards to be used until such time as the General Plan Update is completed. The interim development report fees are based on information obtained from these other City studies and the cost of providing the specific levels of public facilities to serve future development of the City of Cloverdale.

Public Facility Standard

The following is a summary of the public facility standards obtained from various City studies as well as interim standards recommended for consideration as a part of this report.

Street and Thoroughfare System - Level of Service C for street segments and Level of Service D for intersections as identified in the Traffic Impact Study for Police and Fire Master Plans, TJKM Transportation Consultants, August, 1992.

Storm Drainage - Sonoma County Water Agency Standards for conveyance of 100 year events in major waterways, 25 year events in secondary waterways and 10 year events in minor waterways.

Water Distribution, Treatment and Storage - Water supply and pumping facilities are based on the maximum daily usage, distribution facilities are based on peak hourly demands or peak daily demands plus fire flows, whichever is higher. A more detailed description of service standards may be found in Chapter 3 of the Water System Master Plan, Brelje & Race, 1992.

Sewer Collection and Treatment - Sewer trunk mains are based on peak flows, inflow and infiltration and self-cleaning velocities at half-full conditions. A more detailed description of service standards may be found in Chapter 3 of the Trunk Sewer and Sewer Treatment Plant Master Plans, Brelje & Race, 1992.

Public Safety Facilities and Equipment - Based upon the Hughes, Heiss & Associates Police and Fire Master Needs Assessment, 1991.

- ◆ Police - 75% of priority response within five minutes.
- ◆ Fire - A central fire station facility with appropriate equipment and staff increases will be sufficient to meet projected demands.

General City Facilities - Recommended interim standards.

- ◆ Civic Center - 275 square feet per employee.
- ◆ Corporation Yard - 5 to 7 acres depending upon the specific site configuration.

Parks and Recreation Facilities - Five acres per 1,000 population based upon the City's General Plan.

Facility Impact Fees

The fee for each type of land use is based upon the proportionate share of the benefits received. Various factors are used depending on the specific facility being analyzed. As part of this report, the following factors are used to equitably distribute the proportionate share among all future land uses.

Facility	Spread Factor
1. Street and Thoroughfare System	Average Daily Trips
2. Storm Drainage	Run Off Per Acre
3. Water Distribution, Treatment & Storage	Gallons Per Acre Per Day
4. Sewer Collection & Treatment	Gallons Per Acre Per Day
5. Public Safety Facilities & Equipment	Population ¹
◆ Police	
◆ Fire	
6. General City Facilities	Population ¹
◆ Civic Center	
◆ Corporation Yard	
7. Parks & Recreation Facilities	Population ¹

¹ Population calculations are projected based upon a factor of 2.38 persons per dwelling unit.

Facility Costs

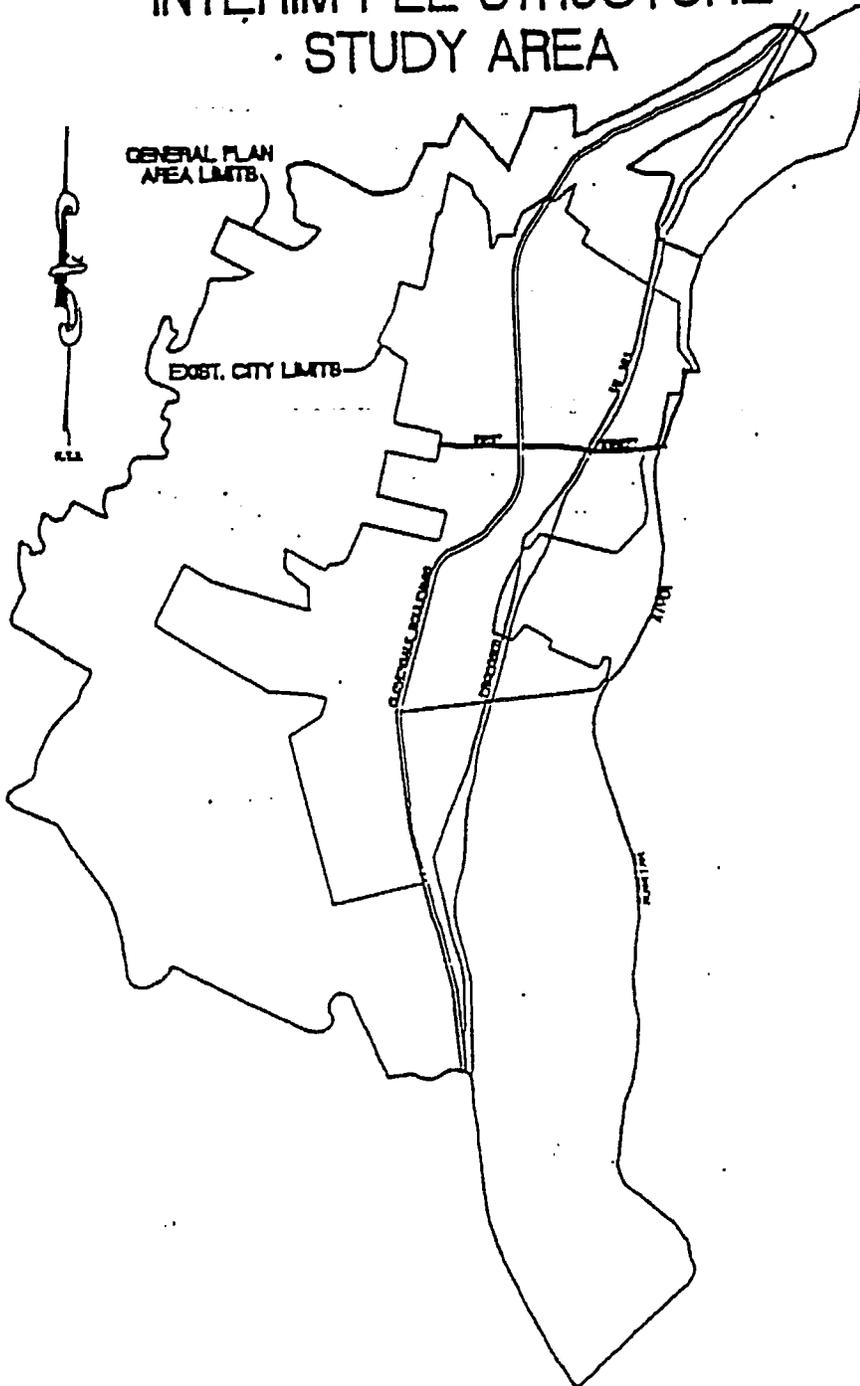
Public facility costs are determined after the required facilities to maintain compliance with the facility performance standards have been identified to meet the demands of new development. This report describes the required facilities to offset the demands of new development in the individual facility sections of this report.

The total facility cost estimates are summarized below:

SUMMARY PUBLIC FACILITY COSTS	
Facility	Total Cost
1. Street and Thoroughfare System	6,319,000
2. Storm Drainage ¹	1,808,000
3. Water Distribution, Treatment and Storage	9,983,000
4. Sewer Collection and Treatment	11,716,400
5. Public Safety Facilities and Equipment	
◆ Police	2,007,620
◆ Fire	2,271,241
6. General City Facilities	
◆ Civic Center	990,000
◆ Corporation Yard	2,565,000
7. Parks and Recreation Facilities	5,180,000
TOTAL	42,840,261

¹ Drainage costs shown are for central and 4th Street Diversion area only.

CITY OF CLOVERDALE INTERIM FEE STRUCTURE STUDY AREA



Section 1

INTRODUCTION

1.1 BACKGROUND

The City of Cloverdale was incorporated in 1872. The majority of existing public facilities include streets, storm drains, water distribution system, sewer collection and treatment system, city hall, corporation yard (at sewer treatment plan), and parks.

The firm of Willdan Associates was retained by the City to determine the facility needs based upon the impact of new development, identify the cost of these facilities and to calculate an interim development impact fee. The basic charge to the consultant was:

- ◆ Analyze and project the need for seven city-identified public facilities
- ◆ Identify/Recommend facility standards
- ◆ Develop a specific methodology for assessing fees
- ◆ Calculate a schedule of interim development fees

This interim development impact fee is based on the estimated cost of the city-identified public facilities distributed between existing and future development. The basis for determining existing and future development is the report by STA, Inc. titled *General Plan Update*, April 8, 1991.

Facility cost estimates are normally obtained from the information contained in facility master plans. For the purposes of establishing the interim development impact fee, the following documents have been used with the concurrence of City staff:

- ◆ Traffic Impact Fee Study for Police and Fire Master Plans, TJKM Transportation Consultants, August, 1992.
- ◆ Police and Fire Master Needs Assessment, Hughes, Heiss & Associates, 1991.
- ◆ Water Master Plan Update, Breije & Race, 1991.
- ◆ Trunk Sewer and Sewer Treatment Plant Master Plans, Breije & Race, 1992.
- ◆ Drainage Master Plan, Breije & Race, 1970.

Cost estimates for future park, drainage and general civic facilities have been prepared by Willdan Associates. Cost estimates for street, police and fire, water and sewer improvements are from the above listed reports.

Upon completion of Cloverdale's General Plan update and/or development and adoption of specific facility master plans, the interim impact fees may need to be revised. In addition, the City development impact fee program should be reviewed annually and updated as appropriate to ensure that the fees being collected are consistent with the cost of providing public facilities.

1.2 PURPOSE

This report is intended to identify the public facilities required to support future development within the City of Cloverdale. The public facilities included are:

- 1. Street and Thoroughfare System
- 2. Storm Drainage
- 3. Water Distribution, Treatment and Storage
- 4. Sewer Collection and Treatment
- 5. Public Safety Facilities and Equipment
 - ◆ Police
 - ◆ Fire
- 6. General City Facilities
 - ◆ Civic Center
 - ◆ Corporation Yard
- 7. Parks and Recreation Facilities

It is the City's intent that the cost of these facilities be shared among the various beneficiaries of the facilities. In the case where the existing population creates a need for a facility or where an existing facility is substandard, the cost associated with this "City Share" will be borne by the City of Cloverdale on behalf of current residents. On the other hand, where future development creates an additional facility need, the cost associated with this new need is apportioned to future development in the form of a fee.

State law has increased the legal scrutiny under which development fees are examined. Assembly Bill 1600, enacted in 1987 and effective January 1, 1989, 25 Government Code Section 66000, requires that a city establish a reasonable relationship, or "nexus", between a development project or class of development projects and the public improvement for which a development fee is charged. The City must:

- ◆ Identify the purpose of the fee;
- ◆ Identify the use to which the fee will be put;
- ◆ Determine how there is a reasonable relationship between the fee's use and the type of development project on which the fee is imposed (a "type" nexus); and
- ◆ Determine how there is a reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed (a "burden" nexus).

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In addition, when a city imposes a fee as a condition of development approval, it must determine how there is a reasonable relationship between the amount of the fee and the cost of the public facility or portion of that facility attributable to the development on which the fee is imposed.

Government Code Section 66000 also requires the public agency to segregate and account for the fees received separate from general funds. In addition, if a city has had possession of a development fee for five years or more and has not committed or expended that money for a project, then the City must make findings describing the continuing need for the fees each fiscal year after the five years has expired.

Fees excluded from the requirements of Section 66000 include:

- ◆ Fees charged in lieu of park land dedication under the Quimby Act;
- ◆ Regulatory and processing fees;
- ◆ Fees collected pursuant to a development or reimbursement agreement;
- ◆ Assessment district proceedings or taxes; and
- ◆ Service charges for utility services such as sewer, water, and electricity.

1.3 KEY ASSUMPTIONS

The following are assumptions used in the preparation of this report:

1. To the extent possible, the base population and other land use factors have been calculated to reflect the totals existing as of 1/1/92.

The existing number of dwelling units as well as the existing population were obtained from a report titled *Alternative Plan Concepts, General Plan Update*, dated April 8, 1991, by STA, Inc. By using a population per household figure of 2.38, the existing 2,358 dwelling units represent a calculated existing population of 5,612. A 20-year development or growth forecast was used consistent with the Hughes, Heiss & Associates Master Needs Assessment Study for Police and Fire. This growth projection assumes an additional 2,000 residential units and approximately 1.8 million square feet or 1,149 equivalent dwelling units of non-residential development.

2. The "Area of Benefit" is approximately 4,674 acres consisting of the current incorporated boundaries of Cloverdale as well as the areas of benefit which coincides with the General Plan Update study area or as identified in the specific study which is being used for the evaluation of the specific facility needs and costs.

3. Since it is assumed that Cloverdale will adopt an updated General Plan, this Interim Development Impact Fee report will need to be reviewed and may be adjusted in the future to maintain consistency with the newly adopted General Plan.

4. Facility master plans are the means by which a public facility or service is planned for future adequacy. Generally, such plans contain information regarding existing land uses and assumptions regarding projected land uses, development projections, and they identify specific facilities to serve future development together with phasing and cost estimates.

This report uses information from the following:

- ◆ Traffic Impact Fee Study for Police and Fire Master Plans, TJKM Transportation Consultants, August 1992.
- ◆ Police and Fire Master Needs Assessment, Hughes, Heiss & Associates, 1991.
- ◆ Water Master Plan Update, Brelje & Race, 1991.
- ◆ Trunk Sewer and Sewer Treatment Plant Master Plans, Brelje & Race, 1992.
- ◆ Drainage Master Plan, Brelje & Race, 1970.

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5. The facility needs and costs in this report are estimates based in part upon information regarding size and costs of facilities as identified in the referenced facility reports in Item 4.
6. The Interim Development Impact Fees recommended in this report should be adjusted annually by the Engineering News Record (ENR) Construction Index and also as changes occur to the City's land use information or more refined facility cost estimates are developed.
7. Projects approved following the adoption of Resolution No. 14-91, "Establishing a Requirement For All Development to Sign an Agreement to Pay Future Public Facilities Impact Fees", shall be required to pay the Interim Development Impact Fees.
8. The Interim Development Impact Fees will normally be collected concurrent with building permit issuance unless other City provisions allow for the collection of all or a portion of the fee at an earlier time. All permits issued after the adoption of the fee ordinance shall pay the appropriate development impact fees to the City of Cloverdale.
9. In addition to the capital cost of facilities as summarized in Figure 2, on the next page, one percent of the cost has been added for administration of the Interim Development Impact Fee program by the City. It is anticipated that the one percent may be reduced in future years as projects are completed and the administrative effort is reduced.

1.4 SUMMARY OF FACILITY COSTS AND FEES

Facility sizing and the method for estimating the cost of each facility is detailed in Section 4. Facility cost estimates were taken from specific cost estimates in the referenced City facility studies and from estimates developed in the preparation of this report. Figure 2 is the total estimated cost per facility divided between the City's share and new development's share. Figure 3 is the summary of fees per unit for each facility.

FIGURE 2

SUMMARY PUBLIC FACILITY COST SHARES			
Facility	Existing Development's Share	New Development's Share	Total Cost
1. Street and Thoroughfare System	0	6,319,000	6,319,000
2. Storm Drainage ¹	0	1,808,000	1,808,000
3. Water Distribution, Treatment and Storage	2,053,000	7,930,000	9,983,000
4. Sewer Collection and Treatment	500,000	11,216,400	11,716,400
5. Public Safety Facilities and Equip- ment			
+ Police	0	2,007,620	2,007,620
+ Fire	0	2,271,241	2,271,241
6. General City Facilities			
+ Civic Center	330,000	660,000	990,000
+ Corporation Yard	0	2,565,000	2,565,000
7. Parks and Recreation Facilities	2,800,000	2,380,000	5,180,000
8. Administration (1%)		371,573	371,573
TOTALS	5,683,000	37,528,834	43,211,834

¹ Drainage Costs are for Central and 4th Street Diversion area only.

² The Hughes, Heiss & Associates Study indicates a 100,000 - 150,000 annual under-funding of fire operations and that the police facility is at capacity.

FIGURE 3

SUMMARY FEES PER FACILITY		
Facility	Land Use Type	Fee Per Unit/Acre
1. Street and Thoroughfare System	Single Family 4 BR	1,763
	Single Family 3 BR	1,434
	Single Family 2 BR	1,141
	Multi Family 4 BR	1,417
	Multi Family 3 BR	1,106
	Multi Family 2 BR	795
	Senior Housing	691
	Downtown Commercial (Per 1,000 sf)	2,125
	Service Commercial (Per 1,000 sf)	2,264
	Destination Commercial (Per 1,000 sf)	2,125
	General Industrial (Per 1,000 sf)	1,693
	Public (Per acre)	3,888
	Business Park (Per 1,000 sf)	2,678
Mixed Use Commercial (Per 1,000 sf)	2,125	
Airport (Per acre)	1,123	
2. Storm Drainage	Single Family	694
	Multi Family	424
	Commercial/Industrial (Per Ac.)	7,762
3. Water	Single Family	1,224
	Multi Family	1,224
	Commercial/Industrial (Per Ac.)	3,832
4. Sewer	Single Family	1,671
	Multi Family	1,667
	Commercial/Industrial (Per Ac.)	5,671

FIGURE 3 (CONTINUED)

SUMMARY FEES PER FACILITY		
Facility	Land Use Type	Fee Per Unit/Acre
5. Public Safety ♦ Police ♦ Fire	Residential	636
	Commercial/Industrial (per sf)	.400
	Residential	721
	Commercial/Industrial (per sf)	.451
6. General City ♦ Civic Center ♦ Corporation Yard	Per EDU	210
		815
		1,190
7. Parks and Recreation	Residential	
8. Administration	Per EDU	118

Section 2

METHODOLOGY

2.1 DEVELOPMENT PROJECTIONS

One of the primary assumptions in the formulation of an interim development impact fee is that the need for public facilities is generated by development and the resulting cost of the facilities is paid by the development that benefits. Figure 4 lists the land uses from the *General Plan Update* dated April 8, 1991 as amended by the STA, Inc. memorandum dated January 14, 1992.

Projects currently in process of receiving or being considered for approval are considered future development for spread methodology purposes of this report.

Projected Growth Assumptions

For the purposes of projecting future growth, a 20-year planning period is being utilized. Growth projections for both residential and non-residential developments are based upon information prepared by STA planning and as contained in the Police and Fire Master Needs Assessment prepared by Hughes, Heiss & Associates.

Growth projections for both residential and commercial/industrial development are based on the following:

- (1) Residential unit projections based on an average 100 new units per year over the 20-year planning period, totaling 2,000 new units. This projection is less than the number of units projected in the October 7, 1991 *Preliminary Analysis of Fire and Emergency Medical Service Needs* and reflects more conservative assumptions about market absorption potential for new residential development in the Cloverdale area.
- (2) Commercial/industrial building space as projected by STA under the "Hybrid/Preferred Alternative Buildout" Scenario, adjusted based on:
 - Comments/analysis by the Planning Director
 - Deducting existing development of commercial/industrial space, as estimated, since STA's projections are based on totals at buildout and, thus, include existing development.

- Resulting projections are as follows:

Type	STA Protection	Adjusted Protection
Commercial	—(Sq. Ft.)	
Downtown	277,000	207,750
Service	1,003,000	752,250
Destination	309,000	231,750
Mixed	80,000	60,000
Industrial		
General	3,015,000	1,005,000
Business Park	907,000	302,300
TOTAL	5,591,000	2,559,050
Less Existing		720,000
NET NEW		1,839,050

- (3) Commercial/industrial space was then converted into dwelling unit equivalents by dividing by 1,600 square feet, employing the same relationships included in the STA/Levander analyses. This yields the 1,149 equivalent dwelling units for commercial/industrial development.

2.2 SPREAD METHODOLOGY

The statutes require that facility costs be apportioned based on a benefit nexus. Therefore, the total cost of facilities is distributed to property which will benefit from the improvements. The fee for each type of land use is based upon the proportionate share of the benefit received. For example, a clear relationship exists between the generation of traffic trips based on land use and density and the need for and benefit derived from transportation facilities. For this reason, the Average Daily Trips are most often chosen as the appropriate apportionment factor for streets, and have been used in this report for the street and thoroughfare facilities.

For circulation facilities, the City contracted with TJJM Transportation Consultants to prepare a traffic report fee. This fee is based upon relative trip generation characteristics for several types of development.

Demands for water, sewer generation and drainage impacts are all determined based upon "demand per acre per land use type".

The need for facilities such as fire, police, civic center and parks and recreation are people related, the cost of the facilities has been apportioned to development based on the population generated by the specific use. There is a correlation between the number of people living in a residential unit, the number of people assembled in an area for employment, and the level of facilities needed to protect and serve these populations. For example, fire station locations, and the types of equipment at each location, is determined by evaluating the various densities of residential uses as well as industrial and commercial uses. Police protection is also affected by high concentrations of people and both the police headquarters and the civic center are used by and designed to serve people.

Since these facilities are population-based, an effort was made to determine the number of people "generated" by a given land use. Based upon information obtained from the General Plan Update, the average residential population generation figure is 2.38 persons per dwelling unit.

The City's daily population is affected by industrial and commercial land. The single family dwelling unit is generally accepted as the basis for the assignment of equivalent dwelling units (EDUs). An EDU is a unit associated with new development that generates the need for improvement in public facilities. A single family EDU estimated to be 1,600 square feet has a value of one. This is one population unit (2.38 persons per dwelling unit) in the case of facilities related to population demands. Therefore, converting non-residential square footage into EDU's is accomplished by dividing the non-residential square footage by 1,600 which equates to one EDU's. This methodology will be used to equate non-residential demands for civic facilities, (City Hall and Corporation Yard) and safety facilities (Police and Fire).

2.3 FACILITY STANDARDS

Facility sizing and performance standards generally result from research undertaken to prepare a master plan. A master plan results from an analysis of quality of life issues, goals and objectives of the community, types, levels and locations of services offered to the community, and aesthetics and budgetary concerns as they relate to a specific public facility.

Although a comprehensive facility master plan greatly enhances the accuracy of an impact fee system, facilities may be identified in a general manner when master plans do not exist. In the absence of facility standards and master plans, general comparisons can be used for the purposes of calculating an interim development impact fee. This report should be reviewed and updated as deemed appropriate when the General Plan update is completed and when master plan standards are developed or revised in the future.

For the purposes of this report, a number of studies were used to identify facility standards currently being used. For those facilities where standards have not been quantified recommended standards are included based on discussion with City staff. The table on the following page summarizes the identified or recommended facility standard.

IDENTIFIED/RECOMMENDED FACILITY STANDARDS		
Facility	Standard	Source
1. Street and Thoroughfare System	Level of Service C for street segments and Level of Service D intersections	Traffic Impact Study for Interim Conditions, TJKM Transportation Consultants, 1991
2. Storm Drainage	Conveyance of 100 year events in major waterways, 25 year events in secondary waterways and 10 year events in minor waterways	Sonoma County Water Agency Standards, 1983
3. Water Distribution, Treatment and Storage	Water Supply and pumping facilities are based on the maximum daily usage, distribution facilities are based on peak hourly demands or peak daily demands plus fire flows, whichever is higher	Chapter 3 of the Water System Master Plan, Breije & Race, 1991
4. Sewer Collection and Treatment	Sewer trunk mains are based on peak flows, inflow and infiltration and self-cleaning velocities at half-full conditions	Chapter 3 of the Trunk Sewer and Sewer Treatment Plant Master Plans, Breije & Race, 1992
5. Public Safety Facilities and Equipment	Police - 75% of priority response within five minutes; Fire - A central fire station facility with appropriate equipment and staff increases will be sufficient to meet projected demands	Hughes, Heiss & Associates Police and Fire Master Needs Assessment, 1991
6. General City Facilities	Civic Center - 275 square feet per employee; Corporation Yard - 5 to 7 acres depending upon the specific site configuration	Recommended interim standards
7. Parks and Recreation Facilities	Five acres per 1,000 population	City's General Plan

Section 3

IMPLEMENTATION

3.1 OVERVIEW

This report creates an interim development impact fee that may be revised following the adoption of the City's updated General Plan and, then annually, as required by the statutes, because of changes in the Engineering-News Record Construction index; the type, size, location or cost of the various public facilities to be financed by the fee; changes in the land use designations in the City's General Plan; and based upon other sound engineering, financing and planning information.

The fees are in addition to the requirements imposed by other City laws, policies, special districts or regulations relating to the construction or financing within subdivisions or developments. The fee for each development is estimated at the time of building permit application and the final fee amount will be determined at the time of building permit issuance. The fee will be collected at building permit issuance unless earlier collection is authorized by other City provisions.

Section 3.2 addresses the advance construction of public facilities by a property owner/developer and the subsequent process of crediting that construction for fees payable.

3.2 ADVANCE CONSTRUCTION OF FEE PROJECTS

An owner/developer may request authorization from the City to construct one or more of the Development Impact fee projects. Upon application by an owner/developer to construct a fee project, an agreement shall be prepared for City Council action which contains at least the following information and requirements.

- A. Detailed description of the project with a preliminary cost estimate.
- B. Requirements of owner/developer:
 - ◆ prepare plans and specifications for approval by the City;
 - ◆ secure and dedicate any right-of-way required for the project;
 - ◆ secure all required permits, environmental clearances necessary for construction of the project;
 - ◆ provide bonds;
 - ◆ pay all city fees and costs.

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- C. The owner/developer shall advance all necessary funds to construct the project. The City will not be responsible for any construction costs beyond those agreed to in advance by the City.
- D. The owner/developer shall secure at least three (3) qualified bids for the construction. Any extra work charges during construction shall be justified and documented.
- E. When all work has been completed to the satisfaction of the City, the owner/developer shall submit verification to the City of payments made for the construction. The City Manager shall make the final determination on expenditures eligible for credit or cash reimbursement.
- F. The City shall inspect all construction and verify quantities, in accordance with the City and state codes to ensure that the final improvement complies with all applicable standards and is constructed to the satisfaction of the City Engineer.
- G. The owner/developer will enter into a reimbursement agreement or will receive a credit against the required development impact fees during the issuance of building permits for the proposed development. If the total construction cost amounts to more than the total required development impact fees, the owner/developer will be paid the excess cash when funds are available as determined by the City Manager.

Section 4

PUBLIC FACILITY REQUIREMENTS, COSTS AND DOCUMENTATION

4.1 OVERVIEW

This section of the report presents the requirements, costs and supporting documentation for the seven facilities under consideration. For each facility, the following items are identified and discussed:

- ◆ Existing condition
- ◆ Facility standard
- ◆ Method of apportioning costs
- ◆ Facility cost estimate
- ◆ Facility Fee
- ◆ Documentation

4.2 STREET AND THOROUGHFARE

For the purposes of this facility section, the traffic impact fee study for Police and Fire Master Plans prepared by TJKM Transportation Consultants Transportation Consultants dated August 1992, was utilized.

Existing Condition

Existing daily traffic volumes on Cloverdale Boulevard were obtained from *Master Environmental Assessment, Transportation/Circulation Section*, January 1991. These counts were collected in November 1990. In addition, supplemental traffic counts were obtained on a number of side streets which intersect with Cloverdale Boulevard/U.S. 101. These traffic counts which were obtained in April 1991 are shown on Figures 2 and 3 of the TJKM Transportation Consultants study. These existing traffic conditions represent average seasonal conditions which are lower than peak summer traffic conditions.

Facility Standard

Level of Service C (LOS C) for street segments and Level of Service D (LOS D) for intersections as identified in the Traffic Impact Study for Police and Fire Master Plans, TJKM Transportation Consultants, August, 1992.

Method of Apportioning Costs

The cost of Street and Thoroughfare facilities is spread based upon the amount of trips generated by the various land uses. The p.m. peak hour trip generation rates employed

are the trip rates contained in *Trip Generation*, Institute of Transportation Engineers, 1991. Future update of the traffic impact fee using the travel forecasting model that was developed as part of the General Plan Update should be based on the trip rates contained in the model.

The traffic study for Police and Fire Master Plans (August 1992) recommended that eleven different land use types be used to determine the impacts upon the street and thoroughfare facilities.

1. Single Family Residential (based on the number of bedrooms)
2. Multi family Residential (based on the number of bedrooms)
3. Senior Housing
4. Downtown Commercial
5. Service Commercial
6. Destination Commercial
7. General Industrial
8. Public
9. Business Park
10. Mix Use Commercial
11. Airport

Facility Cost Estimates

The traffic study identified the following improvements and cost estimates for the recommended mitigation. The recommended improvements and costs estimates are shown on the following page.

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TRAFFIC IMPROVEMENT AND COST ESTIMATES

1	Cloverdale Blvd. Widening	\$2,550,000
2	Pavement Reconstruction	\$2,344,000
3	Signal @ Cloverdale Blvd./Lake Street	\$150,000
4	Signal @ Cloverdale Blvd./Midtown Interchange	Funded (Caltrans)
5	Signal @ Cloverdale Blvd./Cherry Creek Road	\$150,000
6	Signal @ Cloverdale Blvd./Brookside Drive	\$150,000
7	Signal @ Cloverdale Blvd./Elbridge Ave.	\$150,000
8	Signal @ Cloverdale Blvd./Treadway Drive	Funded (Rancho Di Amigos)
9	Signal @ Cloverdale Blvd./South Interchange	\$200,000
10	Signal @ South Interchange Northbound Ramps	\$150,000
11	Signal @ South Interchange Southbound Ramps	\$150,000
12	Signal Interconnection	\$250,000
13	Realignment @ Cloverdale Blvd./Franklin Street	\$50,000
14	Southern Interchange Overpass and Ramp Restriping	\$25,000
TOTAL		6,319,000.00

Traffic Fee Calculation

Using the ITE trip generation rates, the total number of future p.m. peak hour trips generated by projects analyzed in the TJKM Transportation Consultants study which have not been approved is 984. Dividing the total cost of needed circulation improvements by this peak hour trip total results in a cost of \$1,728 per p.m. trip.

Multiplying this cost per peak hour trip by the number of trips per land use yields the total cost applicable to each particular land use as shown below.

- Single Family Residential (4 bedrooms): \$1,763 per unit
- Single Family Residential (3 bedrooms): \$1,434 per unit
- Single Family Residential (2 bedrooms): \$1,141 per unit
- Multi Family Residential (4 bedrooms): \$1,417 per unit
- Multi Family Residential (3 bedrooms): \$1,106 per unit
- Multi Family Residential (2 bedrooms): \$ 795 per unit
- Senior Housing: \$ 691 per unit
- Downtown Commercial: \$2,125 per 1,000 s.f.
- Service Commercial: \$2,264 per 1,000 s.f.
- Destination Commercial: \$2,125 per 1,000 s.f.
- General Industrial: \$1,693 per 1,000 s.f.
- Public: \$3,888 per acre
- Business Park: \$2,678 per 1,000 s.f.
- Mixed Use Commercial: \$2,125 per 1,000 s.f.
- Airport: \$1,123 per acre

Documentation

1. Traffic Impact Fee Study for Police and Fire Master Plans prepared by TJKM Transportation Consultants dated August 1992.

4.3 STORM DRAINAGE

Existing Conditions

The City has an existing storm drain system that serves the core of the existing City known as the Central and 4th Street Diversion Drainage Basins. The current City Master Drainage Plan is from 1970 and does not address many of the areas of the General Plan Area now under consideration.

Facility Standard

The Sonoma County Water Agency Standards for conveyance of 100 year events in major waterways, 25 year events in secondary waterways and 10 year events in minor waterways serve as the storm drainage facilities standard.

Method of Apportioning Costs

The method of apportioning costs for drainage facilities is based upon a run-off per acre per land use type. Impacts of residential land uses were then converted to a "per unit" basis. For this study, two drainage basins, Central (No. 4) and 4th Street Diversion (No. 5), have been evaluated. Land use acreages for each drainage basin was supplied per the breakdown of Basins No. 4 and 5 by STA Inc. The following table shows a breakdown of flows generated for land uses within the two basins.

Because of the extremely low densities of the rural residential and low residential land use designations, the acreages for these designations were not included in the total acreages for the single family residential fee category as these designations are not representative of single family development. However, the proposed units within these land use designations are included in the total units to which fees are applied.

Facility Cost Estimates

The drainage facilities that fees are based on are those identified in the drainage study master plan (Brelje & Race, 1970), the Drainage Master Plan base maps (Brelje & Race, 1983), and conversations with City staff.

Cost estimates for facilities identified were developed by Willdan as part of this report.

Because much of the General Plan Study Area is outside the area of the 1970 Master Plan, no drainage facilities have been identified for these drainage basin areas.

For this report, drainage fees have been based on the facilities identified in the 1970 Master Plan for the "Central" and "Fourth Street Diversion" basins and is assumed to be representative of all basins within the City.

The cost of the facilities for these drainage basins is estimated to be \$1,808,000.

**DRAINAGE FEE
ACREAGE AND UNIT CALCULATIONS**

Land Use	Preferred Alt. (Acreage)		Existing (Acreage)		Remaining Combined	Density Units Per Acre ¹	Total Units		
	No. 4	No. 5	Combined	No. 4				No. 5	Combined
Rural Residential	49.9	56.6	106.5	8.6	1.5	10.1	96.4	.03	3
Low Residential	111.4	48.5	59.9	12.1	0	12.1	47.8	1	48
Low-Medium Residential	0	49.6	49.5	0	46.6	46.6	3	3	9
Medium Residential	221.6	18.7	239.7	83.6	10.7	94.3	145.4	6	872
Single Family Residential Subtotal							148.4 ²		923 Units
Medium-High Residential	15.4	0	15.4	4.9	0	4.9	10.5	11	115
High Residential	31.7	0	31.7	11.1	0	11.1	20.6	22	453
Multi-Family Residential Subtotal							31.1		568 Units
Commercial & Industrial Subtotal	176.6	22.8	149.4	26.6	3.3	29.9	119.5	N/A	N/A

¹ From Briefe & Race Sewer and Water Master Plans

Facility Fee

Drainage fees have been broken down to a per acre fee for commercial and industrial uses and a per unit fee for residential uses.

DRAINAGE FEE CALCULATIONS							
	Run-off Coefficient (C)	Total Acres	Factored Run-off	% of Run-off	Total Fee Per Land Use Designation	Units/Acres	Fee Per Unit-Acre
Single Family Residential	0.5	148.4 ¹	74.2	35.4	640,032	923 Units	\$694 Per Unit
High and Medium High Residential	0.9	31.1	28.0	13.3	240,464	568 Units	\$424 Per Unit
Commercial & Industrial	0.9	119.5	107.5	51.3	927,504	119.5 Acres	\$7,762 Per Acre
Totals			209.7	100%	1,808,000		

¹ Total acres for Single Family Residential is for Low-Medium and Medium Residential land use designations only.

Documentation

1. Drainage Study (Master Plan) City of Cloverdale, Breije & Race, 1970.
2. Drainage Master Plan Base Sheets, Breije & Race, 1983.

4.4 WATER DISTRIBUTION, TREATMENT AND STORAGE

Existing Conditions

The City currently operates and maintains a water system that includes generating, storing and distributing water. The system serves the existing City limits plus some unincorporated areas to the south and north. Future expansion and improvement is discussed in the Water System Master Plan Updated (Brelje & Race, 1991).

Facility Standard

Water supply and pumping facilities are based on the maximum daily usage, distribution facilities are based on peak hourly demands or peak daily demands plus fire flows, whichever is higher. A more detailed description of service standards may be found in Chapter 3 of the Water System Master Plan, Brelje & Race, 1992.

Method of Apportioning Costs

The method of apportioning costs for new facilities is based upon demand per acre per land use type. Demands are per the Water System Master Plan (1991) and acres per land use is based upon the preferred alternative of the General Plan Update. The following table provides a demand breakdown per land use type.

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CITY OF CLOVERDALE WATER DISTRIBUTION DEMAND CALCULATIONS						
Land Use	Average Daily Demand ¹	Acres to be Developed	Demand for Land Use Designation	Percent of Demand	Density Units / Acres	Fee Units
Rural Residential	8 GPAPD	450	3,600		.03	14
Low Residential	309 GPAPD	744	229,896		1	744
Low-Medium Residential	928 GPAPD	93	86,304		3	279
Medium Residential	1,256 GPAPD	324	601,344		6	1,944
SINGLE FAMILY RESIDENTIAL SUBTOTAL		1,611	921,144	46.0		2,981
Medium-High Residential	3,403 GPAPD	37	125,911		11	407
High Residential	6,807 GPAPD	13	88,491		22	286
MULTI-FAMILY RESIDENTIAL SUBTOTAL		50	214,402	10.7		693
Service Commercial	800 GPAPD	55	44,000			
Destination Commercial	975 GPAPD	677	660,075			
General Industry	1,200 GPAPD	100	120,000			
Business Park	600 GPAPD	59	35,400			
Mixed Development	1,200 GPAPD	5	6,000			
COMMERCIAL / INDUSTRIAL SUBTOTAL		896	865,475	43.3		
TOTAL			2,001,021	100.0		

¹ Gallons Per Acre Per Day

Facility Cost Estimates

Cost estimates used to determine the water fees are from the Water System Master Plan Update (1991). The estimated cost for water system expansion improvements is \$7,930,000.

DRAFT

Facility Fee

Water system facility costs have been broken down to a per acre fee for commercial and industrial uses and a per unit fee for residential use.

WATER SYSTEM FEE CALCULATIONS				
	Percentage of Demand	Cost of Facilities	Fee Units	Fee
Single Family Residential	46.0	3,647,800	2,980 Units	\$1,224 Per Unit
Multi-Family Residential	10.7	848,510	693 Units	\$1,224 Per Unit
Commercial and Industrial	43.3	3,433,690	896 Acres	\$3,832 Per Acre
TOTAL	100.0	7,930,000 ¹		

Documentation

1. Water System Master Plan Update, Breije & Race, 1991.

¹ New development share. City share is \$2,053,000

4.5 SEWER COLLECTION SYSTEM AND TREATMENT

Existing Conditions

The City currently operates and maintains a sewer collection system and a sewer treatment plant. The existing system serves the entire City except for a portion of the south industrial area.

Facility Standard

Sewer trunk mains are based on peak flows, inflow and infiltration and self-cleaning velocities at half-full conditions. A more detailed description of service standards may be found in Chapter 3 of the Trunk Sewer and Sewer Treatment Plant Master Plans, Brelje & Race, 1992.

Sewer treatment is based on Alternative "FD-2a" of the Trunk Sewer and Sewer Treatment Plant Master Plans, Brelje & Race, 1992.

Method of Apportioning Costs

The method of apportioning costs for new facilities is based upon discharge per acre per land use type. In the preparation of this report, the north and south collection systems were analyzed separately. Because the fees per unit were within 5% of each other, a City-wide fee spread was used. The following table on the next page provides a demand breakdown per land use type.

DRAFT

CITY OF CLOVERDALE
SEWER DISCHARGE CALCULATIONS

Land Use	Dry Weather Flow		Acreage to be Developed	Wastewater Flow Generated	Percent of Flow Generated
Rural Residential	4	GPAPD	450	1,800	
Low Residential	214	GPAPD	744	159,216	
Low-Medium Residential	643	GPAPD	93	59,799	
Medium Residential	1,225	GPAPD	324	416,340	
SINGLE FAMILY RESIDENTIAL SUBTOTAL					44.4
Medium-High Residential	2,356	GPAPD	37	87,172	
High Residential	4,712	GPAPD	13	61,256	
MULTI-FAMILY RESIDENTIAL SUBTOTAL					10.3
Service Commercial	750	GPAPD	55	41,250	
Destination Commercial	675	GPAPD	677	456,975	
General Industry	1,150	GPAPD	100	115,000	
Business Park	525	GPAPD	59	30,975	
Mixed Development	1,000	GPAPD	5	5,000	
COMMERCIAL/INDUSTRIAL SUBTOTAL					45.3
TOTAL				1,434,783	100.0

Facility Cost Estimates

Cost estimates used to determine the sewer fees are from the Trunk Sewer and Sewer Treatment Plant Master Plan Updates. The estimated costs for sewer trunk mains and treatment plant improvements, which can be attributed to future growth, are \$2,116,400 and \$9,100,000 respectively.

Facility Fee

Sewer system facility costs have been broken down to a per acre fee for commercial and industrial uses and a per unit fee for residential use.

SEWER SYSTEM FEE CALCULATIONS				
	Percentage of Flow	Cost of Facilities	Fee Units	Fee/Unit
Single Family Residential	44.4	4,980,082	2,980 Units	\$1,671 Per Unit
Multi-Family Residential	10.3	1,155,289	693 Units	\$1,667 Per Unit
Commercial and Industrial	45.3	5,081,029	896 Acres	\$5,671 Per Acre
Cost of Facilities		11,216,400 ¹		

Documentation

1. Trunk Sewer Master Plan Update, Breije & Race, 1992.
2. Sewer Treatment Plant Master Plan Update, Breije & Race, 1992.

¹ New development share. City share is \$500,000

4.6 PUBLIC SAFETY FACILITIES AND EQUIPMENT

Existing Conditions

The City of Cloverdale contracted with the firm of Hughes, Heiss & Associates to prepare a Police and Fire Master Needs Assessment Study. This study analyzed the future needs of both the Police and Fire operations and the need for facilities to meet the increased demands of new development.

Facility Standard

- ◆ Police - 75% of priority response within five minutes.
- ◆ Fire - A central fire station facility with appropriate equipment and staff increases will be sufficient to meet projected demands.

Method of Apportioning Costs

The full allocation of costs to future developers is based on the need to expand to accommodate community growth and the requirement to expand City Hall on the existing site forcing the relocation of police and fire facilities. Costs for both police and fire facilities were based upon the demand generated by residential and non-residential growth over the next 20 years.

Facility Cost Estimates

The following estimates were taken from the Hughes, Heiss & Associates Police and Fire Master Needs Assessment Study.

Police Facilities and Equipment

Based on projections, total expansion requirements associated with the Police Department are as follows:

New Facility	\$1,632,078
Academy Training - Ten Sworn Personnel*	119,759
• 10 marked/equipped patrol units	195,900
• 2 unmarked cars	33,062
Personal Equipment - 10 sworn	<u>20,780</u>
 TOTAL	 <u>\$2,001,579</u>

* Salary and Benefit Costs for 14 weeks - includes Worker's Compensation

DRAFT

Fire Facilities and Equipment

Based on projections, total expansion requirements associated with the Fire Department are as follows:

New Facility	\$2,206,536
Training - 5 New Personnel	62,000
Personal Equipment - New Personnel	2,000
TOTAL	<u>\$2,270,536</u>

Facility Fee

The following two tables provide the police and fire fees.

POLICE			
Development	Cost Per Unit	Future Development	Total
Residential (units)	\$636	2,000	1,272,000
Commercial/ Industrial (Square Footage)	.40	1,839,050	735,620
			2,007,620

FIRE			
Development	Cost Per Unit	Future Development	Total
Residential (units)	\$721	2,000	1,442,000
Commercial/ Industrial (Square Footage)	.451	1,839,050	829,412
			2,271,412

Documentation

Police and Fire Master Needs Assessment prepared by Hughes, Heiss & Associates, 1991.

4.7 GENERAL CITY FACILITIES (CIVIC CENTER AND CORPORATION YARD)

Existing Conditions

Currently, space is for all city administrative functions. The City has executed a new lease which will allow some City functions to relocate. If the City of Cloverdale does not undertake development of new civic facilities, it will be necessary to rely increasingly on leased space from the private sector.

Facility Standard

The City currently does not have specific master plans for the civic center or corporation yard.

The size of a civic center is based on many variables; the revenue structure of the city, the planned future activities, the staff size and utilization history as well as the functionality of the design and aesthetics. As an example of the utilization history, some cities have their engineering department off-site, operating as a somewhat independent function. Other cities might combine engineering and planning departments.

In general, minimum architectural and building code standards require 250 square feet per employee. Additionally, civic center facilities require approximately 8 to 11 percent additional floor space for shared areas, meeting rooms, and council chambers. Many cities currently use these guidelines as a standard to plan for civic center facilities.

A standard of 275 square feet per employee, is recommended. With a projected population increase of approximately 5,000 people, it is estimated for the purposes of this analysis that Cloverdale will require approximately 36 full time employees or an additional 24 employees. The resulting Civic Center would need to be 9,900 square feet of which 3,300 square feet would accommodate the existing 12 employees. The overall size of the civic facility is consistent with the size comparisons of other cities as well as the information found in the Downtown Specific Master Plan.

36 employees x 275 square feet = 9,900 square feet
12 employees x 275 square feet = 3,300 square feet (existing demand)

The space needs for a corporation yard can be effected by a number of factors. These include the number and types of vehicles and equipment maintained by the City (police, fire, general trucks, etc.) as well as the number of employees housed at this facility. It has been estimated that there will be a need for approximately 5-7 acres of land plus a 25,000 square foot building at the corporation yard. The City currently has sufficient land to accommodate this corporation yard expansion.

Method of Apportioning Cost

The need for a civic center and corporation yard is shared equally by residential and non-residential land uses. Equivalent dwelling units are used to apportion the cost of these facilities. The determination of an equivalent dwelling unit was described previously as one residential dwelling unit equalling 1 EDU and 1,600 square feet of non-residential development equalling 1 EDU. The demand for the civic center facility expansion will be driven by new growth, although this new facility will also accomodate the existing City work force. Therefore, the cost of expanding the civic center facilities is being shared by both new development (67%) and the City (33%). The need to expand the corporation yard is a result of the demands of new development.

Facility Cost Estimates

Cost estimates for the civic center facility are based upon an average construction cost of \$100 per square foot. For the purpose of this report, it is assumed that the corporation yard needs the construction of a 25,000 square foot building at \$100 per square foot. Because the City has the land necessary for the expansion of the corporation yard, additional costs for site and building grading, paving, utility services site drainage, fencing and lighting have been estimated at \$65,000. As additional design plans are prepared for both the civic center facility and corporation yard these cost estimates may be revised.

Facility Fee

Based upon a 20-year demand of an additional 2,000 residential units and an additional 1.8 square feet of non-residential or 1,149 equivalent dwelling units (EDU), a total buildout EDU figure of 3,149 EDU's can be projected. The following table shows the fee calculation of Civic Center and Corporation Yard facilities.

Facility	Estimated Cost	EDU's	Fee per EDU
Civic Center Facility	\$660,000 ¹	3,149	\$210
Corporation Yrd	\$2,565,000	3,149	\$815

¹ New developments share. City share is \$330,000.

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4.8 PARKS AND RECREATION FACILITIES

Existing Conditions

The Parklands and Recreation Element consists of the general location of existing and proposed parkland uses. The element identifies existing recreational facilities, determines recreational needs, and provides the framework for future park and recreational decisions within the City of Cloverdale.

The following park need priorities were established by the City:

1. Community Park
2. Open Space Recreation
3. Neighborhood Park
4. Community Center
5. Regional Park

The General Plan also provides definitions and classifications for these development priorities. In addition, a number of implementation programs are contained in the Parks and Recreation Element.

Based upon an existing population of 5,612 people, there is a demand for 28 acres of parkland.

The City's Parkland Dedication Ordinance requires developers to dedicate land for park purposes or to pay fees which will be used by the City to pay for park land. The purpose of this public facilities fee for parks is to provide the necessary funds to pay for the improvement of this park land. This includes the site preparation and park facilities such as ball fields, play equipment, etc. The creation of this fee is in addition to the Parkland Dedication Ordinance. In the future the City will collect fees for park land acquisition or receive the payment of fees and fees for the cost to improve these parks.

Facility Standard

The City's standard for park facilities is 5 acres per 1,000 population.

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PARKLAND STANDARDS	
Parkland Uses	Acres
Children's Play Equipment	0.5
Children/Adult Field Sports and Field Play	2.0
Open Space Recreation	1.25
Court Games	0.3
Parking Facilities	0.75
Community Center and Administrative	0.2
TOTAL	5.00

Source: Parkland Advisory Committee, 1990.

Method of Apportioning Costs

The apportioning of costs for park facilities (improvement costs) is based upon the demand generated from a give land use. For the purpose of this study, only residential land uses are assumed to create a demand for parks and recreation facilities. Demand is determined based upon the estimated population generated from each dwelling unit at 2.38 persons per dwelling unit.

Facility Cost Estimates

Based upon rough cost estimates provided by the City for Furber Park (\$70,000 per acre) combined with Willdan's experience in other communities, it is estimated that the future cost to improve an acre of parkland will be approximately \$100,000. The increase from \$70,000 from the Furber Park figure to the \$100,000 estimate is a result of assuming added cost for building or purchasing recreational facilities.

DRAFT

Facility Fee

Based upon a 20-year growth projection and an population estimate of 10,362 people there will be a demand for 51.8 acres of parkland. The current demand for parkland is 28 acres. The City and existing residents are responsible for the funding and provision of these 28 acres. The added demand for 23.8 acres will be the responsibility of future development.

Facility	Estimated Cost	EDU's	Fee per EDU
Park and Recreation Facilities (Improvements only)	\$2,380,000	2,000	\$1,190

RESOLUTION NO. -92**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE ESTABLISHING A PUBLIC FACILITIES DEVELOPMENT IMPACT FEE FOR ALL DEVELOPMENTS WITHIN THE CITY OF CLOVERDALE AND FUTURE ANNEXATIONS CONTAINED WITH THE GENERAL PLAN STUDY AREA**

WHEREAS, the City Council of the City of Cloverdale has adopted Ordinance No. -92 creating and establishing authority for imposing and charging a Public Facilities Impact Fee; and

WHEREAS, study of the impacts of contemplated future development on existing public facilities in the City of Cloverdale, along with an analysis of the need for new public facilities and improvements required by new development was conducted, and said study set forth the relationship between new development, the needed facilities, and the estimated costs of those improvements. The study, entitled "Interim Development Impact Fee for Public Facilities" further referenced and attached as Exhibit "A", was prepared by Willdan Associates and Coastland Civil Engineering, and is dated September, 1992; and which references and incorporates information and data from master plans and studies, including, but not limited to the following:

- Water and Sewer Master Plans, February 1992
- Traffic Impact Fee Study, September 1992
- Police and Fire Master Needs Assessment, January 1992
- 1992 Cloverdale General Plan, August 1992

WHEREAS, the "Interim Development Impact Fee for Public Facilities Study" and other aforementioned studies were available for public inspection and review fourteen (14) days prior to this public hearing; and

WHEREAS, the City Council finds as follows:

A. The purpose of this fee is to finance street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities (civic center and corporation yard), and parks and recreation facilities to reduce the impacts caused by new development, within the City of Cloverdale.

B. The Public Facilities Development Impact Fees collected pursuant to this resolution shall be used to finance only the public facilities described or identified in Exhibit "A",

C. After considering the study and analysis prepared by Willdan Associates and Coastland Civil Engineering entitled "Interim Development Impact Fee for Public Facilities", and the testimony received at this public hearing, the Council approves said study and reference material, and incorporates such herein, and further finds that the new development in the City of Cloverdale will generate additional demands for street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general City facilities within the City of Cloverdale and will contribute to the degradation of these facilities;

D. There is a need in this described impact area for street and thoroughfare, water distribution, treatment and storage, sewer collection and treatment, storm drainage, public safety (Police and Fire), general city facilities (civic center and corporation yard), and parks and recreation which have not been constructed or have been constructed, but new development has not contributed its fair share towards these facility costs and said facilities have been called for in or are consistent with the City's adopted infrastructure master plans;

E. The facts and evidence presented establish that there is a reasonable relationship between the need for the described public facilities and the impacts of the types of development described in paragraph 3 below, for which the corresponding fee is charged, and, also there is a reasonable relationship between the fee's use and the type of development for which the fee is charged, as these reasonable relationships or nexus are in more detail described in the study referred to above;

F. The cost estimates set forth in Exhibit "A" are reasonable cost estimates for constructing these facilities, and the fees expected to be generated by new development will not exceed the total of the costs.

NOW, THEREFORE, it is hereby resolved by the City Council of the City of Cloverdale that:

1. Definitions.

(a) "New development" shall mean construction of "residential improvements, original construction of commercial, industrial or other non-residential improvements, or the addition of floor space to existing improvements".

2. A Public Facilities Development Impact fee shall be charged upon issuance of any "building permit" unless other City provisions allow for the collection of all or a portion of the fee at an earlier time. The City (person to be responsible for collection or determination of the fee) shall determine if the development lies within this benefit area, the type of development and the corresponding fee to be charged in accordance with this resolution.

3. The Public Facilities Development Impact fee for development, residential and non-residential, shall be paid in accordance to the table shown on the following table:

SUMMARY FEES PER FACILITY			
	Land Use	Fee Per Unit/Acre	
1.	Street and Thoroughfare system	Single Family 4 BR	1,763
		Single Family 3 BR	1,434
		Single Family 2 BR	1,141
		Multi-family 4 BR	1,417
		Multi-Family 3 BR	1,106
		Multi-Family 2 BR	795
		Senior Housing	691
		Downtown Commercial (Per 1,000 sf)	2,125
		Service commercial (Per 1,000 sf)	2,264
		Destination Commercial (Per 1,000 sf)	2,125
		General Industrial (Per 1,000 sf)	1,693
		Public (Per acre)	3,888
		Business Park (Per 1,000 sf)	2,678
		Mixed Use Commercial (Per 1,000 sf)	2,125
Airport (Per acre)	1,123		

SUMMARY FEES PER FACILITY				
		Land Use	Fee Per Unit/Acre	
2.	Storm Drainage	Single Family	694	
		Multi Family	424	
		Commercial/Industrial (Per Ac.)	7,762	
3.	Water	Single Family	1,224	
		Multi Family	1,224	
		Commercial/Industrial (Per ac.)	3,832	
4.	Sewer	Single Family	1,671	
		Multi-Family	1,667	
		Commercial/Industrial (Per Ac.)	5,671	
5.	Public Safety	• Police	Residential	636
			Commercial/Industrial (per sf)	400
		• Fire	Residential	721
			Commercial/Industrial (per sf)	451
6.	General City	• Civic Center	Per EDU	210
			• Corporation Yard	815
7.	Parks and Recreation	Residential	1,190	
8.	Administration	Per EDU	118	

4. Use of Fee. The fee shall be solely used to pay; (1) for the described public facilities to be constructed by the City; (2) for reimbursing the City for the development's fair share of those capital improvements already constructed by the City; or (3) to reimburse other developers who have constructed public facilities described in Exhibit "A" attached hereto, where those facilities were beyond that needed to mitigate the impacts of the other developers' project or projects.

5. Fee Review. At least annually as part of the City's budget process, the City shall review the estimated cost of the described public facility improvements, the continued need for those improvements and the reasonable relationship between such need and the impacts of the various types of development pending or anticipated and for which this fee is charged. The City shall report its findings to the City Council at a noticed public hearing and recommend any adjustment to this fee or other action as may be needed.

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INTRODUCED by the City Council of the City of Cloverdale, on the * day of *, 1992 and passed and adopted by the City Council of the City of Cloverdale at an adjourned regular meeting thereof held on the * day of *, 1992 by the following roll call vote:

AYES in favor of:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

ATTESTED:

Thomas Reed Sink, Mayor

Michele Winterbottom, City Clerk

CLOVERDALE FEE PROGRAM
September 1992

Typical Costs of Constructing a Single Family 3-Bedroom Home

<u>Fee Program</u>	<u>Cost \$</u>
1. Street and Thoroughfare	1434
2. Storm Drainage	694
3. Water Distribution, Treatment and Storage	1224
4. Sewer Collection and Treatment	1671
5. Public Safety Facilities and Equipment	
•Police Protection Services	636
•Fire Protection Services	721
7. General City Facilities	
•Civic Center	210
•Corporation Yard	815
8. Parks and Recreation Facilities	
•Quimby Act/Land Acquisition	900
•Improvements	1190
9. Administrative Service Charge (1%)	<u>118</u>
TOTAL	\$9,613

FILE NAME: SURVEY

REVISED 25 MARCH 1992

SINGLE FAMILY RESIDENCE IN SUBDIVISION
2,000 SQ. FT. FLOOR AREA
3 BR, 2 BATH
6000 SQ. FT. LOT (60' X 100')
1" WATER MAIN
1" SERVICE

COMPARITIVE DEVELOPMENT FEES COSTS BY SONOMA COUNTY CITIES

CITY	WATER	SEWER	DRAINAGE	STREETS	PARKS	ELEC	TRAFFIC	B/ROOM TX	OTHER	TOTAL
** HEALDSBURG	\$1,857	\$1,198	\$568	\$3,820	\$903	\$508				\$8,854
***HLDG PROPOSE	\$3,742	\$2,035	\$2,053	\$3,651	\$2,740	\$665				\$14,886
** WINDSOR	\$1,820	\$6,800	\$1,639 (S/C Fee)	\$2,100 4600 (S/C Fee)	\$754 (S/C Fee)	N/A			\$387 (S/C Fee & Fire Dis)	\$14,800
** SANTA ROSA	\$4,380	\$7,680	\$0	\$1,200	\$961	N/A			\$1,270	\$15,491
** PETALUMA	\$3,435	\$2,550	\$172	\$0	\$3,313	N/A	\$2,886		\$3,400	\$15,756
** SEBASTOPOL	\$3,970	\$6,360	\$0	\$0	\$0	N/A	\$1,000		\$0	\$11,330
** SONOMA	\$2,380	\$4,670 (S/C Fee)	\$0	\$3,400 (S/C Fee)	\$0	N/A			\$3,171	\$13,621
***CLOVERDALE	\$2,000	\$2,000	\$0	\$0	\$900	N/A			\$150	\$5,050
** ROHNERT PARK	\$1,560	\$5,000	\$0	\$250	\$0	\$23	\$500		\$1,464	\$8,797
** COTATI	\$2,662	\$7,614	\$0	\$0	\$0	N/A	\$250	\$400	\$940	\$11,866

COTATI PARKS: FORMULA BASED ON PRICE INDEX

*** CHANGE PENDING

** INDICATES CONFIRMED CHANGES THROUGH MARCH 25, 1992

58

Figure 20
 Comparison of Traffic Impact Fees
 In Selected Northern California Jurisdictions

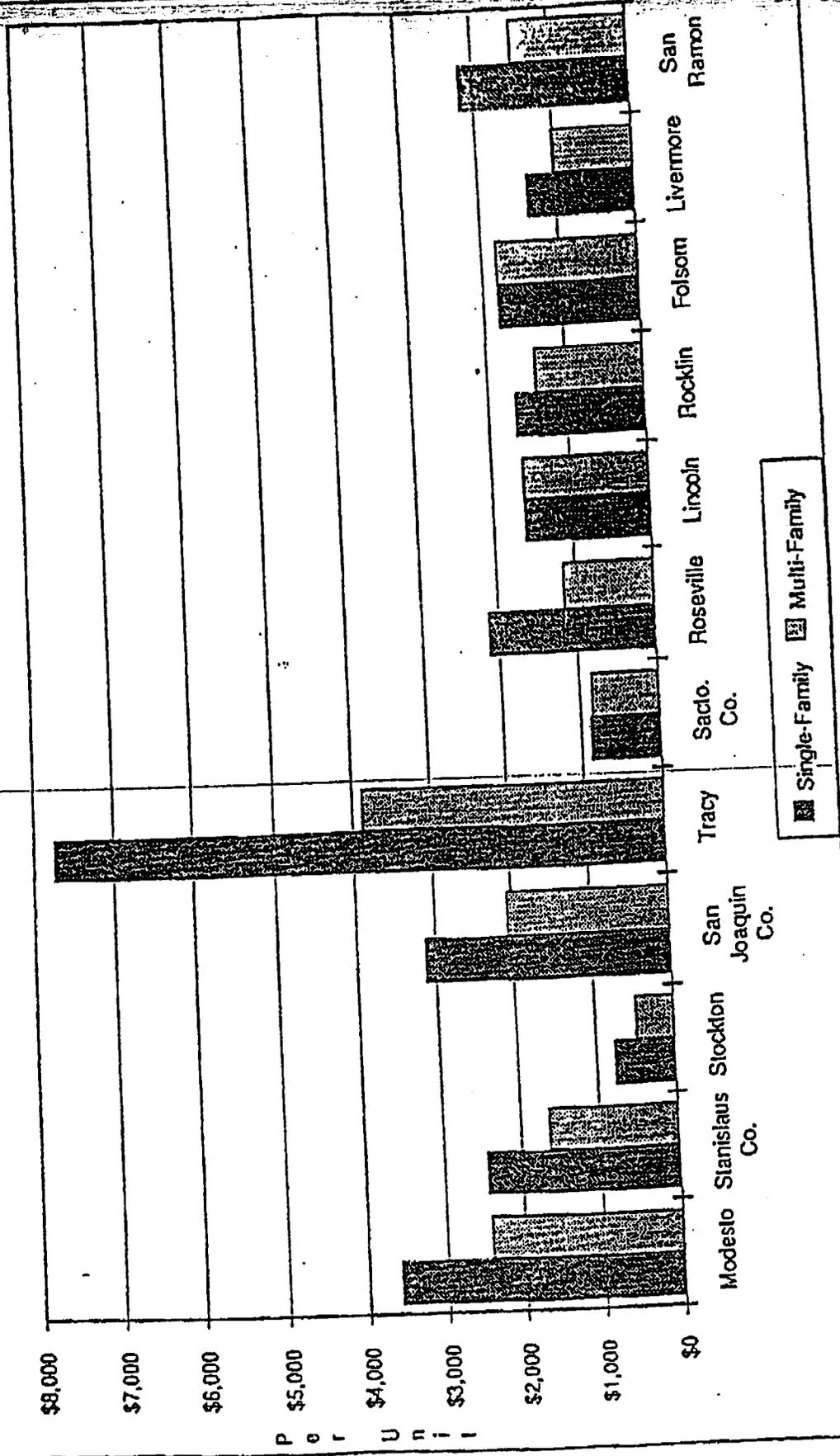
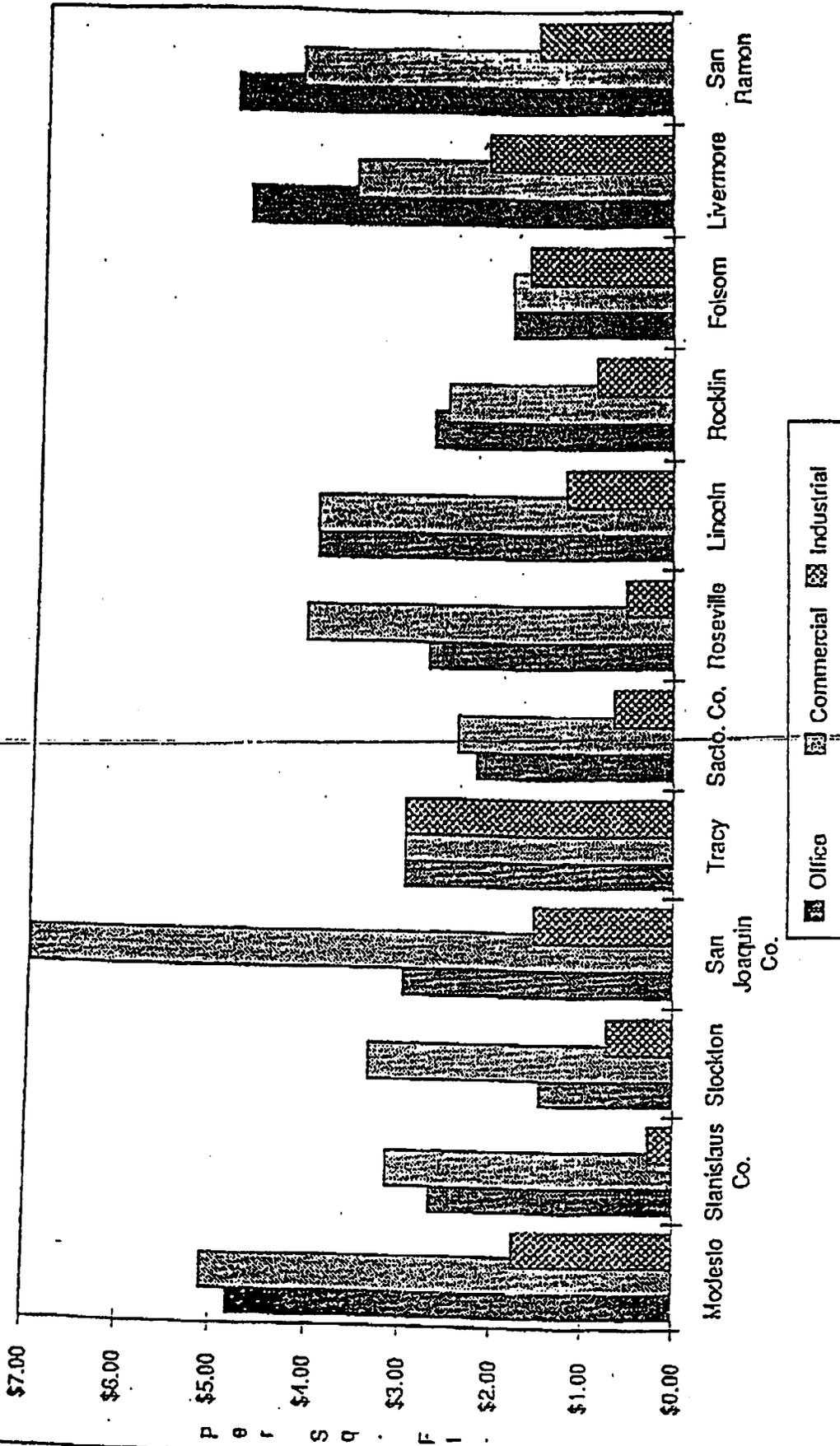


Figure 21
Comparative Non-Residential Traffic Fees
In Selected Northern California Jurisdictions



NRFEEES.XLC 12/17/90

Agenda

City of Cloverdale

Interim Development Impact Fee For Public Facilities

September 10, 1992

3:00 p.m

I. Introductions

II. Report Overview

A. Background

B. Government Code 66000

C. Public Facility Standards/Technical Reports

D. Facility Review

Street and Thoroughfare System
Storm Drainage
Water Distribution, Treatment and Storage
Sewer Collection and Treatment
Public Safety Facilities and Equipment
Police
Fire
General City Facilities
Civic Center
Corporation Yard
Parks and Recreation Facilities

III. What's Next?

IV. Questions and Answers

2016 DEVELOPMENT IMPACT FEES

Effective July 1, 2016

Public Facilities Development Impact Fee Resolution No. 035-2011		2016 Fee
Single Family Residential		\$4,993
Multi-family Residential		\$3,685
Mobile Home		\$4,025
Commercial (per 1,000 square feet)		\$815
Industrial (per 1,000 square feet)		\$571
Parks and Recreation Facilities Resolution No. 036-2011		2016 Fee
Single Family Residential		\$3,747
Multi-family Residential		\$2,766
Mobile Home		\$3,022
Quimby Act Parkland Acquisition Resolution No. 680-2011		2016 Fee
Single Family Residential		\$6,386
Multi-family Residential		\$4,714
Non-Quimby Act Parkland Acquisition Resolution No.037-2011		2016 Fee
Single Family Residential		\$6,386
Multi-family Residential		\$4,714
Mobile Home		\$5,148
Administration Resolution No. 038-2011		2016 Fee
Single Family Residential		\$599
Multi-family Residential		\$443
Mobile Home		\$483
Commercial (per 1,000 square feet)		\$97
Industrial (per 1,000 square feet)		\$68
Water Capacity Resolution No. 033-2011		2016 Fee
Single Family Residential		\$6,270
Multi-family Residential		\$4,627
Mobile Home		\$5,054
Commercial (per gallon per day) ^{1,2}		\$19
Industrial (per gallon per day) ^{1,2}		\$19
Wastewater Capacity Resolution No. 034-2011		2016 Fee
Single Family Residential		\$9,728
Multi-family Residential		\$7,180
Mobile Home		\$7,843
Commercial (per gallon per day) ¹		\$60
Industrial (per gallon per day) ¹		\$60
Street and Thoroughfare Resolution No. 046-2011		2016 Fee
Single Family Residential 4 Bedroom		\$2,743
Single Family Residential 3 Bedroom		\$2,231
Single Family Residential 2 Bedroom		\$1,777
Multi-family Residential 4 Bedroom		\$2,220
Multi-family Residential 3 Bedroom		\$1,720
Multi-family Residential 2 Bedroom		\$1,237
Downtown Commercial (Per 1,000 sf)		\$3,310
Service Commercial (per 1,000 sf)		\$3,523
Destination Commercial (per 1,000 sf)		\$3,310
General Industrial (per 1,000 sf)		\$2,638
Public (per acre)		\$6,053
Business Park (per 1,000 sf)		\$4,171
Mixed Use Commercial (per 1,000 sf)		\$3,310
Airport (per 1,000 sf)		\$1,748
Storm Drainage Resolution No. 045-2011		2016 Fee
Single Family Residential		\$222
Multi-family Residential		\$59
Commercial (per Acre)		\$1,072
Industrial (per Acre)		\$1,072
Fire Facilities		2016 Fee
Single Family Residential		\$1,309
Multi-family Residential		\$1,280
Mobile Home		\$1,141
Commercial (per 1,000 square feet)		\$963
Industrial (per 1,000 square feet)		\$674
Health Care		2016 Fee
Single Family Residential		\$99
Multi-family Residential		\$97
Mobile Home		\$86
Commercial (per 1,000 square feet)		\$73
Industrial (per 1,000 square feet)		\$51

¹ Annual total use / 365 = gallons used per day

² The actual amounts for the Water and Wastewater Capacity Fees for non-residential projects shall be calculated on a case-by-case basis from the average daily water use and wastewater productions for the project based on a water and wastewater use study prepared by a Registered Civil Engineer and subject to approval by the City Engineer.

Approved:



Paul Cayler, City Manager