



**Agenda Item No. 12b.**

### **Staff Report**

**Date:** October 13, 2016  
**To:** Mayor Hoertkorn and Councilmembers  
**From:** Joe Chinn, Town Manager  
**Subject:** AB1600 Annual Report

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#### **Recommendation**

Council adopt Resolution No. 1968 which meets the reporting requirements required under California Government Code Section 66006 regarding the receipt of Development Impact Fees. The Town collects impact fees for roadway improvements, drainage improvements, and general plan implementation. These fees are recorded in special revenue funds and this report gives an annual accounting of the activity in these funds for the fiscal year ended June 30, 2016. This report also provides a plan for future uses of these fees that have not yet been spent.

#### **Background and discussion**

The Town is required within one hundred and eighty days (180) 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. This report is due no later than December 31, 2016.

#### **Fiscal, resource and timeline impacts**

Tracking of the fund activities, summarizing the activity for this report, and preparation of the report requires accounting and administrative resources. No funds were expended on outside sources to comply with this unfunded State mandate.

#### **Alternative actions**

No alternative action is available that would bring the Town into compliance.

#### **Environmental review (if applicable)**

N/A

#### **Attachments**

- Resolution No. 1968
- AB1600 Report - Attachment A

# **TOWN OF ROSS**

## **RESOLUTION NO. 1968 A RESOLUTION OF THE TOWN OF ROSS ACCEPTING THE FISCAL YEAR 2015 ANNUAL REPORT ON DEVELOPMENT IMPACT FEES (AB 1600 REPORT)**

**WHEREAS**, the Town of Ross imposes fees to mitigate the impact of development pursuant to Government Code sections 66000 et seq.; and

**WHEREAS**, the Town maintains separate accounts for Road Impact Fees, Drainage Impact Fees, and General Plan Impact Fees; and

**WHEREAS**, the Town 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; and

**WHEREAS**, Town staff has prepared a report that contains the information required by Government Code section 66006, a copy of which is attached hereto as Attachment "A"; and

**WHEREAS**, no inter-fund transfers or loans were made from any of the accounts identified in the AB 1600 Report; and

**WHEREAS**, there were no refunds of development impact fees collected pursuant to Government Code §66001(e), 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 TOWN COUNCIL OF THE TOWN OF ROSS DOES RESOLVE AS FOLLOWS:**

Section 1. Findings. The Town Council of the Town of Ross hereby finds and adopts as follows:

- A. In accordance with Government Code section 66006, the Town has conducted an annual review of its development impact fees and capital infrastructure programs and the Town Council has reviewed the report attached hereto as Exhibit A and incorporated herein by this reference.

- B. The funds have been and shall be used for the purposes stated in said reports and are necessary to mitigate impacts resulting from development in the Town and further finds that there is a reasonable relationship between the use of the fees and type of development project upon which the fee is imposed.
- C. The Town Council hereby approves, accepts and adopts the AB 1600 Report.
- D. The AB 1600 report is available for public review at the Town Clerk's office upon request.

Section 2. Effective Date. The resolution shall take effect immediately upon adoption.

The foregoing resolution was duly and regularly adopted by the Ross Town Council at its regular meeting held on the 13<sup>th</sup> day of October 2016, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
Linda Lopez, Town Clerk



## Attachment A

### AB1600 Development Impact Fees (DIF) Description of Fees

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#### Introduction

A development impact fee is a monetary exaction other than a tax or special assessment that is charged by a local governmental agency to an applicant in connection with approval of a development project for the purpose of defraying all or a portion of the cost of public facilities related to the development project.

AB1600 development fees are used for the construction and expansion of infrastructure to accommodate growth, not for operating or maintenance costs. Revenue will be used to maintain infrastructure standards for three capital types:

1. **Drainage Impact** development fees are used to fund the design and construction of drainage infrastructure improvements required to mitigate the impact of new development
2. **Road Impact** development fees are used to fund the design and construction of streets, bridges and traffic signal infrastructure improvements required to mitigate the impact of new development
3. **General Plan Impact** development fees are used to upgrade and implement the General Plan
4. **In Lieu Tree Fund** fees are used to mitigate the impacts from tree removal when trees cannot be planted on the site from which a tree is removed.

#### Fee Schedule:

	7/1/15 - 4/14/16	4/15/16 - 6/30/16
<b>Drainage</b> impact fee (% of valuation)	1.80%	1.00%
<b>Road</b> impact fee (% of valuation)	1.55%	1.00%
+ \$3/cubic yard for import/export for demolition activity, earthwork, site work		
	7/1/15 - 6/12/16	6/13/16 - 6/30/16
<b>General plan</b> impact fee (% of valuation)	0.20%	0.35%
<b>In Lieu Tree</b> fee	\$750 per 3 inches of tree replacement diameter	\$750 per 3 inches of tree replacement diameter

ANNUAL REPORT ON DEVELOPMENT IMPACT FEES  
ANALYSIS OF CHANGES IN FUND BALANCE

	Road Impact Fees	Drainage Impact Fees	General Plan Impact Fees	In Lieu Tree Impact Fees
<b>Balance beginning of year 7/1/15</b>	\$ 697,223	\$ 821,591	\$ 122,781	\$ -
<b>Revenues</b>				
Impact Fees	421,054	459,289	63,672	-
Interest	3,536	3,979	662	-
	<u>424,590</u>	<u>463,268</u>	<u>64,334</u>	<u>-</u>
<b>Expenditures</b>				
ADA Improvements	5,783			25% 100%
SFD/Bolinas Improv - OBAG	22,219			7% 76%
TAM Safe Routes-Laurel Grove	9,219			20% 100%
SFD/Lagunitas Intersection	70,369			Complete 100%
Drainage Improvements		115,818		Complete 100%
Glenwood Bridge Scour Mitigate		79,129		Complete 100%
HBP - Glenwood Br - Fnd Invest		9,889		1% 100%
HBP - Norwood Br - Scoping		1,564		1% 100%
HBP - Shady Lane Br - Scoping		1,354		1% 100%
HBP - SFD Bridge - Scoping		1,594		1% 100%
HBP - Winship Bridge		60		0% 0%
	<u>107,590</u>	<u>209,408</u>	<u>-</u>	<u>-</u>
<b>Revenues over (under) expenditures</b>	317,000	253,860	64,334	-
<b>Balance end of year 6/30/16</b>	<u>\$ 1,014,223</u>	<u>\$ 1,075,451</u>	<u>\$ 187,115</u>	<u>\$ -</u>

**Annual Report on Development Impact Fees**

**Planned Usage of Development Impact Fees**

(Costs shown are net of Other Funding Sources for Improvements)

	<b>FY 16-17 to FY 20-21</b>
<b>Road Impact Fee</b>	
Bolinás/Sir Francis Drake improvements	\$63,000
Lagunitas road and pedestrian improvements	\$485,000
Safe Routes - Laurel Grove	\$15,000
Road infrastructure improvements	\$1,160,000
Bolinás Avenue median	\$10,000
High Intensity Reflect Signs	\$36,000
<b>Total Road Impact Fee Projects</b>	<b>\$1,769,000</b>
<b>Drainage Impact Fees</b>	
Highway Bridge Program (HBP) bridges	\$308,000
Dredging at Lagunitas	\$80,000
Corte Madera Creek bank protection	\$600,000
Other drainageway improvements	\$725,000
<b>Total Drainage Impact Fee Projects</b>	<b>\$1,713,000</b>
<b>General Plan Impact Fee</b>	
General Plan implementation	\$160,000
Project planning, design, and support	\$50,000
<b>Total General Plan Impact Fee Projects</b>	<b>\$210,000</b>