

**MEMORANDUM  
OFFICE OF THE  
COUNTY EXECUTIVE  
COUNTY OF PLACER**

TO: Honorable Board of Supervisors  
FROM: Thomas M. Miller, County Executive Officer  
By Allison McCrossen, Senior Accountant-Auditor  
DATE: October 11, 2011  
SUBJECT: Capital Facilities Impact Fee Annual Report

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**ACTION REQUESTED**

Approve a resolution accepting the Placer County Capital Facilities Impact Fee Annual Report for fiscal year 2010-2011.

**BACKGROUND**

The Capital Facilities Impact Fee was adopted in the unincorporated area on October 15, 1996, to mitigate the impacts of new development on County capital facilities. The fee was implemented at 50% beginning on February 1, 1997, and the full fee went into effect on January 1, 1998. Subsequently, the cities of Roseville, Rocklin, Lincoln, Auburn, and the Town of Loomis implemented collection in the incorporated areas. On January 23, 2007, your Board adopted an increase in the fees to pay for animal services facilities required due to growth; this fee is now being collected in the unincorporated area of the County. On November 13, 2007, the City of Colfax also adopted the Capital Facilities Impact Fee and fees for animal services. All applicable fees are included in the fee schedule attached.

The County Public Facilities Fee ordinance (Chapter 15 of the County Code) and state law call for annual review of the fee program and a report identifying the balance of fees in the public facilities accounts, fees unexpended or uncommitted in the account for more than five years, the facilities constructed, and other pertinent information relative to the fee program. The ordinance calls for review of the report at a regularly scheduled public meeting not less than 15 days after the report has been made available for public review.

Placer County has worked with the cities to implement the Capital Facilities Impact Fee in each jurisdiction. Every effort has been made to maintain equitable application of the Fee.

As provided for in County Code section 15.30.090(B), the fee schedule is automatically adjusted, annually, by a cost of living increase. The cost of living adjustment for 2011-2012 is 2.7% and is effective October 1, 2011, the updated fee schedule is included with this report. The total amount of fees collected and interest earned during FY 2010-2011 was \$2,433,683. The fund's ending balance as of June 30, 2011 was \$7,890,532. There are no uncommitted funds remaining in the accounts for five years or more. The balance in the fund is committed for payments on facilities already constructed, facilities under construction, and future planned facilities.

**FISCAL IMPACT**

There is no fiscal impact associated with the acceptance of this report.

Attachments: Resolution  
Capital Facilities Impact Fee Program Annual Report

# Before the Board of Supervisors County of Placer, State of California

In the matter of:

Resolution No: \_\_\_\_\_

Accepting the Placer County Capital Facilities Impact Fee Annual Report and making findings relative to the Capital Facilities Impact Fee Program, and approving the automatic adjustment to the Capital Facilities Impact Fee, as provided by law.

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held on October 11, 2011

by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chairman, Board of Supervisors

Attest:  
Clerk of said Board

\_\_\_\_\_  
WHEREAS, the County has undertaken studies and produced a report analyzing the impact of new development within the incorporated and unincorporated areas of the County; and

WHEREAS, on October 15, 1996, the Board of Supervisors in reliance upon public testimony and all reports submitted and staff presentations adopted the Capital Facility Impact Fee Ordinance set forth in Chapter 15 of the Placer County Code; and

WHEREAS, the County has adopted a Capital Facilities Financing Plan that indicates the approximate location, size, proposed schedule for construction and estimates of costs for new facilities; and

WHEREAS, Section 15.30.090(B) provides for an automatic adjustment to the Capital Facilities Impact Fee in accordance with the change, if any, in the state of California,

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Department of Industrial Relations Consumer Price Index (CPI)--California, for all urban consumers for the month of June of each year, effective on October first of each year, and

WHEREAS, the implementing resolution and ordinance, as well as Government Code Section 66006 require the County to submit an annual report to the Board of Supervisors for its review providing certain information pertaining to the fee program including:

- A. A brief description of the type of fee in the account or fund;
- B. The amount of the fee;
- C. The beginning and ending balance of the account or fund;
- D. Amount of fees collected and the interest earned;
- E. Identification of public improvements on which the fees were expended and percentage of the cost of the public improvement that was funded with fees;
- F. Identification of an approximate date by which the construction of the improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement;
- G. A description of each interfund transfer or loan made;
- H. Amount of refunds made pursuant Section 66001 subdivisions (e) and (f);
- I. Fees deferred to date;
- J. Portion of fee remaining unexpended/uncommitted in fee account for 5 or more years;
- K. Balance of fees in Capital Facilities Impact Fee Account;
- L. Facilities to be constructed; and

WHEREAS, the County is required to provide, to all interested persons who file a request with the Clerk of the Board, a notice of the scheduled meeting not less than 15 days in advance of the meeting and said notice was provided; and

WHEREAS, the Board of Supervisors must make findings each year for any portion of a fee remaining unexpended or uncommitted in an account five or more years after deposit, identifying the purpose to which the existing fee balances are to be put and demonstrating a reasonable relationship between the fee and the purpose for which it is charged; and

WHEREAS, the County has made available to the public for more than fifteen (15) days the Capital Facilities Impact Fee Program Annual Report for the 2010-2011 fiscal year;

WHEREAS, the use of all existing fee balances is identified in the Capital Facilities Financing Plan and there are no balances in the funds five years or more that are unexpended or uncommitted;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Supervisors of Placer County that the Board accepts the 2010-2011 Capital Facilities Impact Fee Annual Report (Attachment 1) as being in accordance with County Code Chapter 15 and applicable State law.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Board of Supervisors of Placer County finds the fee amounts set forth in Attachment A of the Annual Report have been calculated in accordance with Section 15.30.090(B) of the Placer County Code and the Board adopts, approves and ratifies the same to be effective as of October 1, 2011, all in accordance with applicable law.

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# **CAPITAL FACILITIES IMPACT FEE PROGRAM ANNUAL REPORT**

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**FISCAL YEAR 2010-2011**

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**SUBMITTED BY:  
THE COUNTY EXECUTIVE OFFICE  
OCTOBER 11, 2011**

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Attachment 1

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**Placer County**  
**CAPITAL FACILITIES IMPACT FEE PROGRAM**  
**Annual Report**

Submitted by  
**The Placer County Executive Office**

**2011**

The Capital Facilities Impact Fee was adopted in the unincorporated area on October 15, 1996, to mitigate the impacts of new development on county capital facilities. The fee was implemented at 50% beginning on February 1, 1997, and the full fee went into effect on January 1, 1998. Adoption of the fee by the cities of Rocklin and Roseville became effective July 2000, the City of Lincoln effective April 25, 2001, the Town of Loomis, effective March 10, 2001, and the City of Auburn effective January 28, 2002, with fee collection at 100% for residential development. Fee collection for non-residential development in each of these cities commenced at 50% effective January 1, 2002, increasing to 100% effective January 1, 2004. However, collection of fees at 100% for residential and non-residential development from the City of Lincoln in the annexed areas began October 1, 1999. On November 13, 2007, the City of Colfax adopted the Capital Facilities Impact Fee and fees for animal services.

The ordinance and resolution implementing the fee program call for annual review of the fee program and reports from the County Executive Office and the Office of the Auditor-Controller identifying the balance of fees in the public facilities accounts, fees remaining unexpended or uncommitted in the account for more than five years, the facilities constructed and the capital facilities to be constructed. In addition, Government Code 66006 (b) requires that within 180 days after the last day of the fiscal year the county will make certain information for the prior fiscal year available to the public. Consistent with the government code, this report was made available to the public 15 days in advance of this meeting. The following is submitted to the Board of Supervisors relative to these requirements.

**A. The type of fee in the account or fund**

The impact fee is used only for expansion of facilities to accommodate growth, not for operating or maintenance costs. Revenues are used to maintain per capita facility standards for general government, libraries, public protection, health and human services, sheriff's patrol and investigation and animal services.<sup>1</sup>

Facilities to be funded under the fee program include expansion and construction of office space, libraries, adult and juvenile detention facilities, clinics and laboratory space, social service facilities, communications/dispatch equipment, warehouse, animal services facilities, vehicles and related furnishings and equipment.

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<sup>1</sup> Collection of the portion of the fee for funding of court facilities was suspended by Board action on August 10, 1999.

**B. Fees Charged**

The fee schedule for fiscal year 2011-2012 includes the animal services fee in the unincorporated area and the City of Colfax, and reflects an automatic increase of 2.7% based on the change in the California CPI for all urban consumers between July 2010 and July 2011.

The new fee schedule took effect October 1, 2011 and is shown in attachment A.

**C. Beginning and ending balance of the fund**

|  |              |
|--|--------------|
| Beginning Balance (As of July 1, 2010) | \$30,860,330 |
| Ending Balance (June 30, 2011)         | \$7,890,532  |

**D. Fees collected and the interest earned**

|                                    |             |
|------------------------------------|-------------|
| Total Collected during Fiscal Year | \$2,081,538 |
| Interest Earned                    | \$352,145   |

**E. Identification of public improvements on which the fees were expended and percentage of the cost of the public improvement that was funded with fees**

In fiscal year 2010-2011, \$24 million was expended for construction costs for the South Placer Adult Correctional Facility at the Bill Santucci Justice Center, for a cumulative total of \$50 million a 47% share of total construction costs. Also, \$1.4 million was expended for construction costs for the Rocklin Library, which represented a 34% share of total construction costs.

Please refer to Attachment B, Expenditure Summary, for a history of prior fund expenditures.

**F. Identification of an approximate date by which the construction of the improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement**

N/A

**G. A description of each inter fund transfer or loan made**

There have been no inter fund transfers or loans from these funds.

**H. Amount of refunds made pursuant Section 66001 subdivisions (e) and (f)**

There were no refunds made pursuant to Section 66001 during the fiscal year 2010-2011.

**I. Fee Deferral Program**

On December 9, 2008, the Placer County Board of Supervisors approved an ordinance that allows property owners to defer certain County-controlled impact fees for two years or until issuance of a certificate of occupancy, whichever comes first.

To date, 23 property owners have requested the fee deferral which has delayed payments in the Capital Facilities Impact Fee Account of \$212,676 until 2012 or 2013. Of the total deferred payments, \$148,572 are for properties in the Domus housing development in North Tahoe.

**J. Portion of fee remaining unexpended/uncommitted in fee account for 5 or more years**

Placer County began collecting a portion of the fee on February 1, 1997 and the full fee amount on January 1, 1998. There are no funds in the Capital Impact Facilities Fee account that have been unexpended or uncommitted for 5 or more years. The Capital Facilities Financing Plan identifies the facilities to be constructed over the next decade and the uses of the capital facilities impact fees.

**K. Balance of fees in Capital Facilities Impact Fee Account**

As of August 31, 2011, the balance of the Capital Facilities Impact Fee Account was \$8,395,518.

**L. Facilities to be constructed**

Capital facilities impact fees are used to construct a range of facilities including jails, office space, health labs, clinics etc. Specific facility needs by function and facility type due to growth are outlined in the 1994 study *County Facilities Needed to Serve Growth prepared by Recht Hausrath & Associates*. A list of the specific facilities to be constructed is included in the Capital Facilities Financing Plan.

It should be noted that only a portion of the facilities identified in the Capital Facilities Financing Plan will be funded with Capital Facility Impact Fees. The amount to be funded by fees will depend upon overall funding available, the portion of the facility that will be needed due to growth and the total cost for construction of the facility.

**M. Review of administrative charge**

Collecting agencies levy a nominal charge of 2.5% for administration of the capital facilities impact fee program. This amount covers the cost for collection of the fee, accounting for and reporting the collections to the County, and administrative duties.

{NOTE: As required by the Government Code, this information was made available to the public by posting of a copy of this Report. In addition, notification of the availability of the report was provided to anyone who had an information request on file with the Clerk of the Board.}

Attachments:

Attachment A

Attachment B

**Placer County Capital Facilities Impact Fee Schedule  
Effective October 1, 2011**

| Land Use Categories        | Colfax (City with County Library) |                 |          | Unincorporated |                 |          | Lincoln and Roseville (Cities without County Libraries) | Auburn, Loomis & Rocklin (Cities with County Libraries) |
|----------------------------|-----------------------------------|-----------------|----------|----------------|-----------------|----------|---|---|
|                            | Base Fee                          | Animal Services | TOTAL    | Base Fee       | Animal Services | TOTAL    | Base Fee  | Base Fee  |
| Single Family Dwelling     | 2,426.08                          | 147.11          | 2,573.19 | 3,682.77       | 147.11          | 3,829.88 | 1,899.73  | 2,426.08  |
| Multi Family Dwelling      | 1,766.77                          | 65.26           | 1,832.03 | 2,683.97       | 65.26           | 2,749.23 | 1,384.48  | 1,766.77  |
| Age Restricted Sr Citizens | 1,595.10                          | 94.02           | 1,689.12 | 2,421.34       | 94.02           | 2,515.36 | 1,249.03  | 1,595.10  |
| Office Space/sq.ft.        | 0.47                              |                 | 0.47     | 0.83           |                 | 0.83     | 0.47  | 0.47  |
| Retail Space/sq.ft.        | 0.29                              |                 | 0.29     | 0.52           |                 | 0.52     | 0.29  | 0.29  |
| Industrial Space/sq.ft.    | 0.23                              |                 | 0.23     | 0.41           |                 | 0.41     | 0.23  | 0.23  |
| Warehouse Space/sq.ft.     | 0.07                              |                 | 0.07     | 0.12           |                 | 0.12     | 0.07  | 0.07  |

Notes:

1. Fees include a 2.5% administrative charge.
2. Original Data Source: Table III-10, Hausrath and Associates Report (1994).
3. The Age-Restricted Senior Citizen occupancy level is based on an average of 1.67 persons per dwelling, compared to 2.54 persons per Single-Family dwelling and 1.85 persons per Multi-Family dwelling.
4. Fees include a CPI (Consumer Price Index) increase of 2.7% calculated as of June 2011.
5. Excludes court related space.
6. Fees may be adjusted from time to time according to Chapter 15 of the Placer County Code.
7. Animal Services Fees were adopted by the Board of Supervisors on January 23, 2007 and effective February 5, 2007.

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**Placer County Capital Facilities Impact Fee Program  
Summary of Capital Facility Impact Fee Expenditures as of August 31, 2011**

| <b>Description</b>  | <b>Reported</b> |             | <b>Amount</b>       |
|---|-----------------|-------------|---------------------|
| Refunds for transfer of the Courts to the State. Total Disbursed from fund.   | 1999/2000       |             | <b>\$95,647</b>     |
| Jail Housing Unit #4 (payment from various city subfunds by population)   | 2002/2003       |             | <b>1,500,000</b>    |
| Juvenile Detention Facility   | 1999/2000       | \$301,402   |                     |
|   | 2000/2001       | \$301,402   |                     |
|   | 2001/2002       | \$301,402   |                     |
|   | 2002/2003       | \$301,402   |                     |
|   | 2003/2004       | \$301,402   |                     |
|   | 2004/2005       | \$301,402   |                     |
|   | 2005/2006       | \$301,402   |                     |
|   | 2006/2007       | \$301,402   |                     |
|   | 2007/2008       | \$219,238   | <b>2,630,454</b>    |
| Placer County - Bill Santucci Justice Center site acquisition (payment from various city subfunds by population)                | 2004/2005       |             | <b>6,225,700</b>    |
| Bill Santucci Justice Center infrastructure   | 2007/2008       | \$7,248,304 |                     |
| Bill Santucci Justice Center infrastructure   | 2008/2009       | \$1,788,525 | <b>9,036,829</b>    |
| Auburn Justice Center (payment from various city subfunds by population)  | 2005/2006       |             | <b>1,750,000</b>    |
| Community Development Resource Center   | 2005/2006       |             | <b>2,159,501</b>    |
| Loomis Library  | 2006/2007       |             | <b>155,000</b>      |
| Colfax Library  | 2006/2007       |             | <b>14,221</b>       |
| Rocklin Library   | 2010/2011       |             | <b>1,400,000</b>    |
| Children's Emergency Shelter (payment from various city subfunds by population)   | 2006/2007       |             | <b>1,116,626</b>    |
| South Placer "Building B" Office (payment from various city subfunds by population)   | 2007/2008       |             | <b>8,700,000</b>    |
| South Placer Adult Correctional Facility at the Bill Santucci Justice Center (payment from various city subfunds by population) | 2009/2010       | 26,000,000  |                     |
|   | 2010/2011       | 24,000,000  | <b>50,000,000</b>   |
| <b>Total Expenditures as of August 31, 2011</b>   |                 |             | <b>\$84,783,978</b> |

