



**Contra
Costa
County**

To: Contra Costa County Fire Protection District Board of Directors
 From: Jeff Carman, Chief, Contra Costa County Fire Protection District
 Date: September 13, 2016

Subject: Development Impact Fee and CFD Study Contract

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Fire Chief, or his designee, to execute a contract with Willdan Financial Services to perform an Impact Fee Study, including the possibility of forming Community Facilities Districts in areas of new development, in an amount not to exceed \$46,000 for the period of September 15, 2016 through October 31, 2017.

FISCAL IMPACT:

The cost of this contract will not exceed \$46,000. Funds were appropriated in the fiscal year 2016-17 District operating budget.

BACKGROUND:

The Contra Costa County Fire Protection District (District) has not updated its development impact fees since fiscal year 2005-2006. Willdan Financial Services will perform an Impact Fee Study and will assist in updating the existing fees to reflect current fire protection facility costs and growth projections in the District. The District is also interested in reviewing the possibility of forming Community Facilities Districts (CFDs) to establish a revenue stream for fire services in areas of new development and to verify the amount of special tax that would be assigned to properties within CFDs formed by other agencies, such

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **09/13/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, Director
 Candace Andersen, Director
 Mary N. Piepho, Director
 Karen Mitchoff, Director
 Federal D. Glover, Director

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 13, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Lewis Broschard, Deputy
 Fire Chief (925) 941-3501

By: June McHuen, Deputy

cc:

as the cities of Antioch and Pittsburg,

BACKGROUND: (CONT'D)

on behalf of the District.

In 2005 the District contracted with Willdan to establish a development impact fee program. This program levies a one-time fee on the development of residential and commercial properties within those cities and unincorporated communities where it is adopted. Currently, the development impact fees are only collected on new construction and development within the unincorporated areas of the District, the City of Pittsburgh, and the City of Antioch. In 2005 all other cities declined to support the implementation of this program, and as such the fees are not being collected on development and new construction within the other cities served by the District.

Development impact fees have supported the relocation and building of new fire stations in Pittsburgh, remodeling and expanding a fire station in Antioch, as well as providing funding for the purchase of vehicles and capital equipment to support operations in areas where growth has occurred.

The contractor will evaluate the current fee structure and make recommendations for increasing these fees, if applicable, based on current costs for required facilities and capital improvements within the District. Any changes to the existing fee structure will require Board approval at a later date.

The contractor will also evaluate and make recommendations on the potential for establishing one or more CFDs within the District to provide ongoing funding for operations in areas of new development and will make recommendations and provide analytics to support the amounts to be collected within any proposed CFD. The establishment of any CFD will require Board approval at a later date.

CONSEQUENCE OF NEGATIVE ACTION:

The District will not update the current development impact fees at this time or consider and evaluate the potential for implementing CFDs to support operations in areas of new development.

CHILDREN'S IMPACT STATEMENT:

No impact.