



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: December 10, 2019

Subject: HEARING To Consider Adoption of Ordinance No. 2019-36, Establishing Fire Facilities Fees for Rodeo-Hercules Fire Protection District

RECOMMENDATION(S):

1. OPEN the public hearing, RECEIVE testimony, and CLOSE the hearing.
2. CONCUR with the findings specified in the attached Notice of Findings Report.
3. ADOPT the attached Ordinance No. 2019-36 to:
 - a. Determine that the Rodeo-Hercules Fire Protection District's facilities are overextended.
 - b. Designate the Rodeo-Hercules Fire Protection District as an overextended service area.
 - c. Set fire protection facilities fees for the Rodeo-Hercules Fire Protection District as specified in the ordinance.
 - d. Set administration fees for the Rodeo-Hercules Fire Protection District and for Contra Costa County as specified in the ordinance.
4. APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute an agreement with the Rodeo-Hercules Fire Protection District for the collection of fire protection facilities fees.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **12/10/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

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: December 10, 2019

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

By: June McHuen, Deputy

Contact: Jason Crapo,
925-674-7722

cc:

FISCAL IMPACT:

The proposed fire facilities fees will enable the Rodeo-Hercules Fire Protection District (District) to generate an estimated \$2.3 million through 2040 to provide additional fire protection facilities determined necessary to maintain the current level of fire protection service within the District.

BACKGROUND:

The appropriate levels of the fire facility fees charged within District boundaries are determined by the District following a fee study. By law, the fees are not enforceable within the unincorporated area until they are approved by the Board of Supervisors following a request for approval and a Notice of Findings Report submitted by the District. The County's role is to collect the fees on behalf of the District. This is done by the Department of Conservation and Development, which collects the fees on behalf of the District at the time building permits are issued for projects within the District's service area. The County then transmits the fees to the District. The District is responsible for meeting legally mandated reporting requirements concerning the fees. The roles and responsibilities of the County and the District are set forth in the Collection Agreement attached to this agenda item.

The District contracted with Willdan Financial Services (Willdan) to review the existing District Facilities Fees and determine if an adjustment to the fees was warranted. Willdan researched and produced an Impact Fee Update Study, dated April, 8, 2019, that assessed the projected population and development growth within the District service area. This research and the resulting Study show that an increase in the fee is necessary to respond to the overextended condition of the District.

The District serves the City of Hercules and the community of Rodeo. The District's service population, including both residents and workers, is estimated to increase from 39,700 in 2018 to 45,200 by 2040, an increase of 13.9%. This increase in service population will place additional demands on the District's fire protection facilities. Utilizing the additional revenue generated from the proposed fees, the District intends to construct a new fire station to serve new development and to purchase several apparatuses, including equipment. The additional facility will enable the District to maintain service levels as the District's service population increases over time.

The District's current fire facilities fees were last updated in 2010. The District currently imposes an impact fee of \$1,012 per single-family dwelling unit, \$651 per multi-family dwelling unit, and \$527, \$709 and \$301 per 1,000 square fee for commercial, office, and industrial development, respectively. The new fees being proposed are as follows:

Fire Protection Facilities Fee - System Standard

Land Use	Base Fee ¹	Admin Charge ^{1, 2}	Total Fee ¹	Fee per Sq. Ft.
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<u>Residential</u>				
Single Family	\$1,318.00	\$26.00	\$1,344.00	
Multi Family	812.80	16.00	828.80	
Accessory Dwelling Unit	613.00	12.00	625.00	
<u>Nonresidential</u>				
Commercial	\$659.00	\$13.00	\$672.00	\$0.672
Office	886.00	18.00	904.00	0.904
Industrial	376.00	8.00	384.00	0.384
Hotel Room	99.00	2.00	101.00	n/a

¹ Fee per dwelling unit (residential), per 1,000 square feet (nonresidential), or per room for hotel.

² Administrative charge of 2.0 percent for (1) legal, accounting, and other administrative support and (2) impact fee program administrative costs including revenue collection, revenue and cost accounting, mandated reporting, and fee justification analyses.

The fire facilities impact fee will be collected by the County at the time of building permit issuance, consistent with County Code. The County would charge a \$20 administrative fee per permit

CONSEQUENCE OF NEGATIVE ACTION:

If unapproved, the Rodeo Hercules Fire Protection District will not be able to update its fire facilities fees for projects in the unincorporated portion of the District's service area.

ATTACHMENTS

Ordinance No. 2019-36

Notice of Findings Report

Fire Facilities Impact Fee Update Study

Collection Agreement

District Resolution 2019-11