

**Public Viewing Copy**  
**Final Adopted Nexus Study**  
**Adopted 4-16-14**

**GCG**

GOODWIN CONSULTING GROUP

**CORDOVA RECREATION AND PARK DISTRICT**  
**PARK IMPACT FEE**  
**NEXUS STUDY**

**April 8, 2014**

**CORDOVA RECREATION AND PARK DISTRICT  
PARK IMPACT FEE  
NEXUS STUDY**

**TABLE OF CONTENTS**

---

<b><u>Section</u></b>	<b><u>Page</u></b>
<b>Executive Summary .....</b>	<b>i</b>
<b>I. Introduction .....</b>	<b>1</b>
<b>II. Fee Methodology .....</b>	<b>5</b>
<b>III. Land Use Categories and Development Projection .....</b>	<b>7</b>
<b>IV. Capital Improvement Plan .....</b>	<b>9</b>
<b>V. Park Fee Calculation .....</b>	<b>21</b>
<b>VI. Nexus Findings .....</b>	<b>23</b>
<b>VII. Ongoing Administration of the Park Fee Program .....</b>	<b>25</b>
 <b>MAP</b>	
<b>Cordova Recreation and Park District Boundary.....</b>	<b>4</b>

## ***EXECUTIVE SUMMARY***

---

### **BACKGROUND**

The Cordova Recreation and Park District (“District” or “CRPD”) was formed in 1958 to provide parks and recreation facilities and services to residents in the City of Rancho Cordova (“City”) and in portions of unincorporated Sacramento County. CRPD is an independent district but does rely on Sacramento County for some support services. CRPD is located in the eastern portion of Sacramento County, approximately 13 miles east of downtown Sacramento. The District’s boundaries include the American River to the Watt Avenue Bridge to the north, the Sacramento City limits to Fruitridge Road to the west, Grant Line Road and Prairie City Road to the east, and the Jackson Highway to the south.

### **PURPOSE OF STUDY**

As new development occurs within the boundaries of the District, additional parks and recreation facilities will be required to meet the service demands of future development. Since existing parks will not be able to provide the proper level of service to the population growth in the District, new parks and facilities will need to be constructed. The new parks and improvements will be funded through a District-Wide Development Impact Fee Program (“Park Fee Program”). The park fees in this program (“Park Fees”) will apply to all future residential development within the District that is not subject to a development agreement that mitigates park impacts. This *Cordova Recreation and Park District Park Impact Fee Nexus Study* (“Nexus Study”) provides the basis for the District’s Park Fee Program.

### **CAPITAL IMPROVEMENT PLAN**

The District’s Capital Improvement Plan (“CIP”) includes park service levels from CRPD’s *District Inventory and Assessment Plan report* (“Strategic Master Plan”) that was developed in 2012 by PROs Consulting. The CIP is based on a population of 100,000 residents and a park service level of 5.0 acres per 1,000 residents. The CIP includes: (i) basic site improvements for 500 acres of parkland; (ii) neighborhood parks; (iii) community parks; (iv) district-wide facilities; (v) other improvements; (vi) art in the park; and (vii) design, engineering, construction management, and permitting costs. The total cost of the CIP is estimated at \$300.8 million and will serve 100,000 residents, as shown in Table ES-1 on the following page. The total cost, which was originally \$288.3 million in 2013 dollars, has been inflated based on the average of the Engineering News Record San Francisco and 20-City Construction Cost Index, and is now presented in this report in 2014 dollars.

**Table ES-1**  
**Summary of Capital Improvement Costs**

Improvements	Total Cost	Cost per Acre <sup>1</sup>	Cost per DUE <sup>2</sup>
Basic Park Improvements	\$128,954,070	\$257,908	\$3,766
Playgrounds	\$16,108,764	\$32,218	\$470
Shade Structures	\$7,870,562	\$15,741	\$230
Sports Fields	\$12,551,219	\$25,102	\$367
Sports Courts	\$5,292,370	\$10,585	\$155
Skate Park	\$2,387,440	\$4,775	\$70
Aquatic and Spray Parks	\$15,393,780	\$30,788	\$450
Event Facilities	\$5,002,370	\$10,005	\$146
Offsite Structures	\$42,577,766	\$85,156	\$1,243
Miscellaneous Features	\$3,009,877	\$6,020	\$88
Parking	\$2,138,750	\$4,278	\$62
Design/Engineering (10% of Total Costs)	\$24,128,697	\$48,257	\$705
Construction Management (4% )	\$9,651,479	\$19,303	\$282
Admin Costs (3.5% )	\$8,445,044	\$16,890	\$247
Art in the Park (2%)	\$4,825,739	\$9,651	\$141
<b>Total (2013 \$)</b>	<b>\$288,337,927</b>	<b>\$576,676</b>	<b>\$8,420</b>
Inflation - 4.33% from Oct. 2012 to Oct. 2013	\$12,485,032	\$24,970	\$365
<b>TOTAL (2014 \$)</b>	<b>\$300,822,959</b>	<b>\$601,646</b>	<b>\$8,784</b>

<sup>1</sup> Total cost divided by 500 acres.

<sup>2</sup> Based on 34,246 Dwelling Unit Equivalents.

<sup>3</sup> Based on the average of the 20 U.S. Cities SF Index and ENR SF CCI Index from October 2012 to October 2013.

Source: Cordova Recreation and Park District; Goodwin Consulting Group, Inc.

## SUMMARY OF THE PARK FEES

The detailed information presented in this report has been used to determine the Park Fee for new residential development to fund park improvements. Residential development has been further categorized as Single Family Residential (“SFR”) and Multi-Family Residential Development (“MFR”). Table ES-2 below outlines the Park Fees that have been calculated in this Nexus Study.

**Table ES-2**  
**Proposed Park Fees (per unit)**

Land Use Category	Park Fee	Admin Costs	Total Park Fee
Single Family Residential	\$8,527	\$257	\$8,784
Multi-Family Residential	\$6,716	\$203	\$6,919

## FEE ADJUSTMENTS

The Park Fees should be adjusted in future years via updates to the program to reflect revised or updated facilities or costs, or receipt of funding from alternative sources. The District should also adjust the fees annually to account for inflation. Inflation will increase the cost of construction and purchase of facilities and improvements and therefore, the Park Fees should be increased each year to keep up with these costs. To be consistent with the City of Rancho Cordova, the Park Fee shall be adjusted on January 1, 2015 and annually thereafter no later than January 15<sup>th</sup> as follows:

- (a) A “mean” index will be computed by averaging the index for 20 U.S. cities with the index for San Francisco by resort to the most recent October issue of the Engineering News Record Construction Cost Index.
- (b) An adjustment factor shall be computed by dividing the “mean” index as calculated in subsection (a) of this section by the “mean” index for the previous October.
- (c) The adjusted Park Development Impact Fee shall be calculated by multiplying the adjustment factor, as calculated in subsection (b) of this section, by the Park Development Impact Fee in place prior to the annual adjustment.

## ***I. INTRODUCTION***

---

### **BACKGROUND**

The Cordova Recreation and Park District was formed in 1958 to provide parks and recreation services to residents in the City of Rancho Cordova and in portions of unincorporated Sacramento County, including the communities of Gold River, Larchmont, Mather, and Rosemont. The CRPD is an independent district but relies on Sacramento County for some support services. Over the years, several annexations have increased the size of the District to its current dimensions. The District is located in the eastern portion of Sacramento County, approximately 13 miles east of downtown Sacramento, and its boundaries include the American River to the Watt Avenue Bridge to the north, the Sacramento City limits to Fruitridge Road to the west, Grant Line Road and Prairie City Road to the east, and the Jackson Highway to the south. A map identifying the District boundary is shown on page 4 of this report.

The District maintains over 30 parks and special use areas that encompass approximately 548 acres of park land. The wide variety of community and neighborhood parks as well as district-wide and special use facilities include multiple community centers, a golf course, a senior activities center, a shooting center, and a sports center. These facilities serve the growing population of over 115,000 residents within the District.

### **PURPOSE OF STUDY**

As new development occurs within the District, new parks and recreational facilities will be required to meet the demands of future development. New park improvements will be funded through the District-Wide Development Impact Fee Program, which will apply to all future residential growth within the District that is not subject to a development agreement for park mitigation. This *Cordova Recreation and Park District Park Impact Fee Nexus Study* provides the basis for the District's Park Fee Program.

The Cordova Recreation and Park District retained Goodwin Consulting Group, Inc. to assist in developing the Park Fee Program, which will be formally established by the District's Board of Directors through the adoption of this Nexus Study. The Park Fee Program will be implemented by the respective governing bodies of Sacramento County and the City of Rancho Cordova through their adoption of the Park Fees in this Nexus Study.

The Park Fee Program is compliant with the requirements set forth in the Mitigation Fee Act, also known as AB 1600, and ensures that a nexus exists between future residential development

in the District and (i) the use of the fee, (ii) the need for the park facilities, and (iii) the amount of the fee assigned to future development.

### **MITIGATION FEE ACT (AB 1600)**

The Mitigation Fee Act, also commonly known as Assembly Bill (AB) 1600, was enacted by the State of California in 1987 and created Section 66000 et. seq. of the Government Code. AB 1600 requires that all public agencies satisfy the following requirements when establishing, increasing, or imposing a fee as a condition of approval for a development project:

1. Identify the purpose of the fee
2. Identify the use to which the fee will be put
3. Determine how there is a reasonable relationship between:
  - A. The fee's use and the type of development project on which the fee is imposed
  - B. The need for the public facility and the type of development project on which the fee is imposed
  - C. The amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed

The purpose of this Nexus Study is to demonstrate that the fees calculated herein comply with the Mitigation Fee Act. The assumptions and cost allocation methodology that are used to establish the nexus between the Park Fee and residential development are summarized in the subsequent sections of this report.

### **ORGANIZATION OF REPORT**

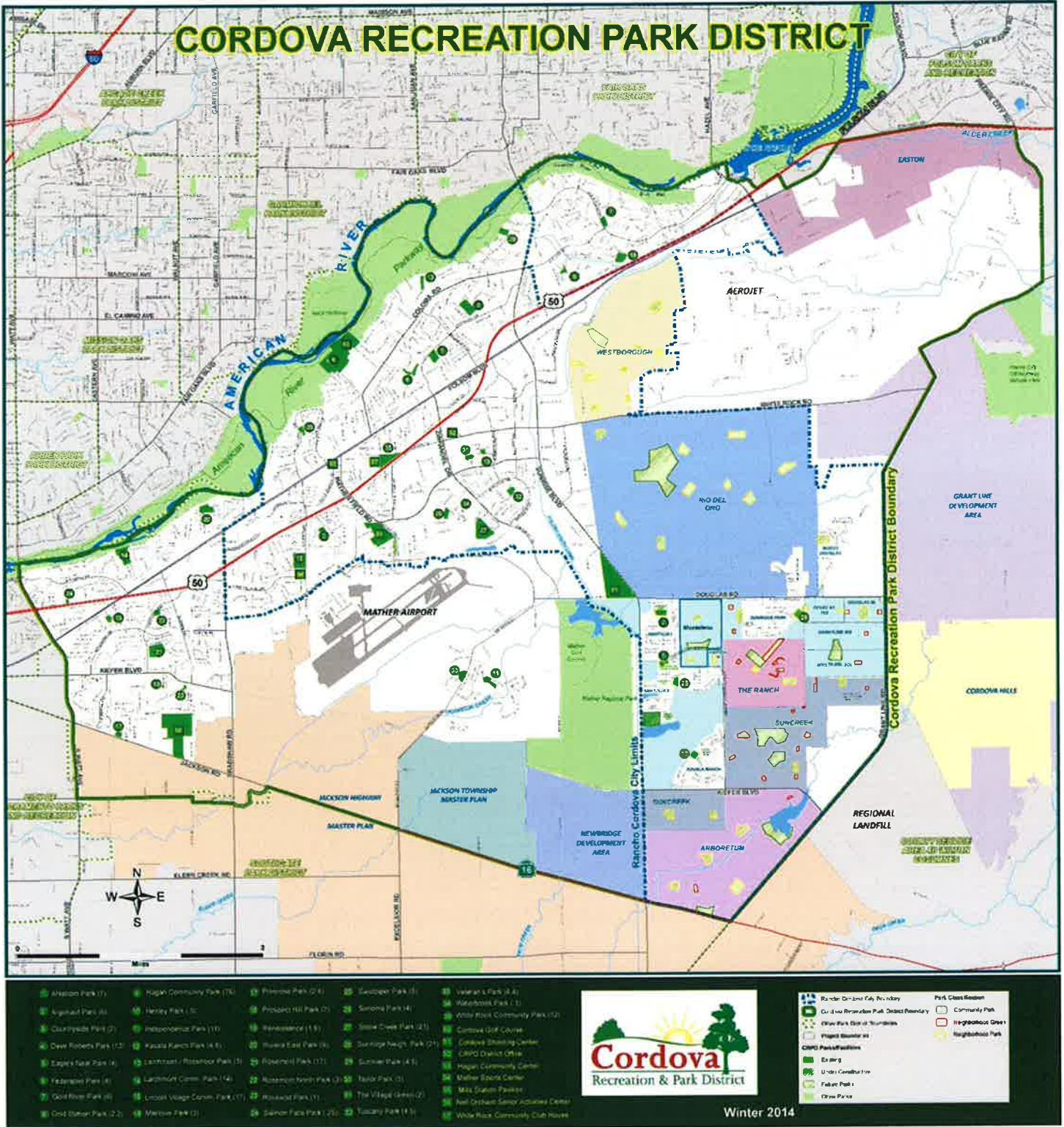
The remainder of this report has been organized into the following sections:

- |             |   |
|-------------|---|
| Section II  | Provides a general explanation of the methodology used to calculate the Park Fees.                              |
| Section III | Discusses the land use and fee categories and development projections used in the calculation of the Park Fees. |
| Section IV  | Discusses the components of the Capital Improvement Plan and their related costs.                               |

- Sections V Summarizes the Park Fee calculation for each land use category.
- Sections VI Explains the nexus findings for the Park Fee.
- Section VII Addresses implementation of the Park Fee Program, future fee adjustments, credit/reimbursement policies, and required administrative duties.



# DISTRICT MAP



## ***II. FEE METHODOLOGY***

---

When impact fees are calculated, an analysis must be presented in enough detail to demonstrate that a logical and thorough consideration was applied in the process of determining how the fee relates to the impacts from new development. Various findings pursuant to AB 1600 must be made to ensure that there is a reasonable relationship between the fee amount and the development on which that impact fee will be levied. The following section of the report outlines the methodology used in this Nexus Study to calculate the Park Fee.

The method used to calculate the Park Fee ensures that each land use category funds its equitable share of park improvements and that a reasonable relationship exists between the Park Fee and the cost of the park facilities attributable to new development. Following is a summary of the steps used to calculate the Park Fee:

- 1) Determine the amount of future residents within the District - in this case, the District assumed 100,000 new residents to estimate the necessary park improvements to serve this population. A single family residential (“SFR”) unit was assigned a dwelling unit equivalent (“DUE”) of 1.0. Since the average persons per household (“pph”) for a SFR is 2.92, the total estimated DUEs for the 100,000 future residents equals 34,246. This is determined by dividing the 100,000 future residents by 2.92 pph.
- 2) Determine the additional park improvements needed to serve future development. These facilities and improvements are based on the level of service standards identified in the District’s Strategic Master Plan.
- 3) Estimate the total cost of the park facilities that are needed to serve future development based on the level of service standards adopted in the District’s Strategic Master Plan.
- 4) Allocate the total cost of the park improvements that are attributable to future residential development and determine a cost per DUE.
- 5) Multiply the cost per DUE by the DUE factor assigned to each land use category to determine the Park Fees.

By applying this methodology, the Park Fee for each residential land use is based on the benefit received from park facilities and thus a nexus, or a reasonable relationship, is established between the amount of the Park Fee and the cost of the facilities attributable to each type of development.

## **DISTRICT STRATEGIC MASTER PLAN**

CRPD's District Inventory and Assessment Plan ("Strategic Master Plan") sets forth the District's goals and strategies related to the provision of parks and recreational facilities. To meet the future needs of residents in the District, service standards were developed through assessments of existing facilities, resident surveys, and a series of public meetings. The result of this was a determination by the Board of Directors and staff that neighborhood parks would become more passive in nature and that community parks would be more active. Additionally, parks would include larger, district-wide attractions, facilities, and sports fields and would be designed for increased flexibility to accommodate multi-sport activities. This new District philosophy includes:

1. Moving sports facilities and restrooms from neighborhood parks to the community parks.
2. Increasing flexibility in field use by reducing limited-use and enhancing multi-use fields.
3. No longer building sprayground facilities in future neighborhood parks and instead adding enhanced sprayground facilities in community parks.
4. Replacing full-court basketball facilities in neighborhood parks with half-court facilities.
5. Eliminating CRPD-built football field and track facilities and entering into agreements with the four school districts within CRPD boundaries to utilize football and track facilities in a joint-use format.

The Strategic Master Plan also calls for the parks programs to be financially sustainable and cites several sources of funding, including development impact fees. This Park Impact Fee Program will serve as just one financing component to achieve this goal. District Wide facilities that are not fully funded through the Park Fee Program, which include the aquatics center, corporation yard, district offices, and camp activity center, may be funded through other potential funding sources such as: general fund revenues, grants, general obligation bonds, special districts, and other sources.

### ***III. LAND USE CATEGORIES AND DEVELOPMENT PROJECTIONS***

---

#### **LAND USE CATEGORIES**

The Mitigation Fee Act requires that a reasonable relationship exist between the need for public facilities and the type of development on which an impact fee is imposed. The amount of park facilities is related to the level of service as defined in the District's Strategic Master Plan, and will vary in proportion to the number of residents generated by a particular development type. Therefore, two residential land use categories have been defined in order to distinguish between their relative impacts on park facilities. The following land use categories are identified for purposes of the Park Fee Program:

<b>Single Family:</b>	Single family detached units, duplex, and half-plex units
<b>Multi-Family:</b>	Units within residential buildings with three or more attached units and mobile home units

The District does not expect nonresidential development to have a significant impact on parks and recreation facilities and therefore, the Park Fee will only be charged to residential development and specifically for the two categories identified above.

#### **DEVELOPMENT PROJECTIONS**

The District's CIP was developed based on a service population of 100,000 residents using the level of service adopted in the Strategic Master Plan. The Strategic Master Plan does not project when full development of the additional 100,000 residents will be attained but does state that CRPD has experienced an annual growth rate of 1.5% from 2000 to 2009. Assuming this annual growth rate were to continue, the District's population would increase by 100,000 by the year 2057.

By not assuming a specific development period, the District has the flexibility to construct park facilities as needed; if development occurs slowly, then facilities will be deferred until enough residents warrant the development of park facilities. Likewise, if development occurs more quickly, fee revenue will be available to fund facilities sooner.

#### **DWELLING UNIT EQUIVALENTS FACTORS**

Residential development in the District will create demand for park facilities. For purposes of

this Park Fee Program, demand is measured by the number of potential park users anticipated in the District. By allocating facilities costs to each land use category based on its anticipated demand for park facilities, this Nexus Study ensures that each land use category will fund its fair-share of the required park facilities.

A Dwelling Unit Equivalent (“DUE”) provides a way to quantify impacts to parks from different land use types in terms of their equivalence to a single family unit. A single family unit is assigned a DUE factor of 1.0 and the DUE factor for each of the other land use categories is determined based on the number of park users expected for each land use category relative to the number of park users for a single family unit. For example, based on the California Department of Finance data, a single family unit is assumed to have an average of 2.92 persons per household. Each person would represent one park user, for a total of 2.92 park users per single family unit. A multi-family unit in the District, with an average of 2.30 persons per household, would generate 2.30 park users. By dividing 2.30 by 2.92, a DUE factor of approximately 0.79 is calculated for a multi-family residential unit.

#### **LEVEL OF SERVICE**

The Strategic Master Plan identifies the following goal regarding the level of service for parks:

*Goal 8.5.1 – Provide 5 acres of neighborhood parks and community parks per 1,000 residents to meet Quimby requirements. To provide safe, functional and well-maintained facilities to meet the recommended standard for assets to equitably meet the CRPD population.*

The District currently owns approximately 548 acres of developed parks, trails, greenbelts, a golf course, shooting center, and other special use facilities that serve a population of approximately 115,000 residents. This equates to a service level of approximately 4.8 acres of parks per 1,000 residents, which is slightly less than the District’s level of service specified in the Strategic Master Plan. The District should look for solutions to raise the existing service level to the 5.0 park acres per 1,000 residents. For future development, the District’s CIP identifies a level of service of 5.0 acres per 1,000 residents.

#### **SERVICE AREA**

The Park Fee Program will fund park and recreation facilities to serve future development in the District. All residential development in the District will be subject to the Park Fee unless a developer has entered into a development agreement with the District for park mitigation.

#### ***IV. CAPITAL IMPROVEMENT PLAN***

---

This Nexus Study identifies park improvements needed to serve future development within the District. The CRPD and its consultants, PROs Consulting and Gates and Associates determined the required capital facilities and their costs. The District's Strategic Master Plan specifies a level of service of 5 acres per 1,000 residents, which results in 500 acres of park and facilities to serve the 100,000 residents identified in the CIP. The 500 acres in the CIP is comprised of the following:

- 240 acres of Neighborhood Parks
- 260 acres of Community Parks

#### **EXISTING PARK FACILITIES**

Of CRPD's 548 acres of park facilities, approximately 101 acres are neighborhood parks, 219 acres are community parks, and 228 acres are special use areas. The District updated its park service areas and standards to address the needs of its growing community. The Strategic Master Plan identifies neighborhood parks as serving an area of 0.5 to 0.75 miles from the park and generally range in size from 2 to 15 acres. The District currently has 26 neighborhood parks.

Community parks serve an area within 1.0 to 1.5 miles of the park and are generally greater than 15 acres in size; the District currently has nine community parks. Special use areas include park and bike trails, a golf course, a greenbelt, and shooting center. Table 1 on the following page identifies each of the District's existing parks and its acreage.

**Table 1  
Existing Park Facilities**

Facility	Type	Acres
Ahlstrom Park	Neighborhood	6.8
Argonaut Park	Neighborhood	5.9
Countryside Park	Neighborhood	2.0
Eagles Next Park	Neighborhood	3.7
Federspiel Park	Neighborhood	5.0
Gold River Park	Neighborhood	4.0
Gold Station Park	Neighborhood	3.0
Henley Park	Neighborhood	0.5
Kavala Ranch	Neighborhood	4.8
Larchmont-Rossmoor Park	Neighborhood	3.0
Manlove Park	Neighborhood	3.0
Primrose Park	Neighborhood	2.4
Prospect Hill Park	Neighborhood	9.0
Renaissance Park	Neighborhood	1.7
Riviera East Park	Neighborhood	9.0
Rosemont North Park	Neighborhood	3.0
Rosswood Park	Neighborhood	1.0
Salmon Falls Park	Neighborhood	1.0
Sandpiper Park	Neighborhood	5.0
Sonoma Park	Neighborhood	4.3
Sunriver Park	Neighborhood	5.0
Taylor Park	Neighborhood	3.0
Tuscany Park	Neighborhood	4.5
Veterans Park	Neighborhood	6.4
Village Green Park	Neighborhood	3.6
Waterbrook Park	Neighborhood	0.1
<b>Total Neighborhood Parks</b>		<b>100.7</b>
Dave Roberts Community Park	Community	13.0
Hagan Community Park	Community	80.0
Independence Park	Community	12.0
Larchmont Community Park	Community	14.0
Lincoln Village Community Park	Community	17.0
Mather Sports Complex	Community	32.1
Rosemont Community Park	Community	17.0
Stone Creek Community Park	Community	21.0
White Rock Park	Community	13.0
<b>Total Community Parks</b>		<b>219.1</b>
Alexander Bike Trail	Special Use Area	2.5
Anatolia Bike Trail	Special Use Area	4.6
Cordova Golf Course	Special Use Area	80.2
Greenbelt	Special Use Area	18.0
Cordova Shooting Center	Special Use Area	73.7
Stone Creek Bike Trail	Special Use Area	49.2
<b>Total Special Use Areas</b>		<b>228.2</b>
<b>Total Acres:</b>		<b>548.0</b>

Source: Cordova Recreation and Park District; PROs Consulting

## PLANNED FACILITIES

The CIP costs can be categorized into (i) neighborhood parks, (ii) community parks, and (iii) district-wide facilities. In addition, all three CIP categories include funding for art in the park, and design, engineering, construction management, and permitting costs. Each of these CIP components is described in more detail below. As shown in Table 2 on the following page, the total cost of the CIP is estimated at \$300.8 million. Land costs are not included in the CIP since park land will be dedicated by developers pursuant to the Quimby requirement of 5.0 acres per 1,000 residents.

## NEIGHBORHOOD PARKS

Table 3 shows the facilities and costs of neighborhood park improvements. The total estimated cost of these improvements is \$102.3 million. Basic improvements, totaling \$61.9 million, include project startup costs, clearing and grubbing, site grading, utility fees (i.e., drainage, water, sewer, electrical), concrete walks, lighting, benches, soil prep, turf, and irrigation systems. Additional facilities include playgrounds, shade structures, sports fields, sports courts, and neighborhood gathering places. In addition to basic on-site improvements listed above, costs for the facilities in the neighborhood parks category include:

- Playgrounds (\$13.3 million) – neighborhood play areas which include age appropriate play equipment, sand and water play areas, rubber surfacing, and a parents’ sitting area.
- Shade Structures (\$5.3 million) – manufactured shade or custom shade trellis/arbor, picnic tables, BBQ grills, water fountains, and prep tables.
- Multi-use Fields (\$0.4 million) – multi-use turf areas for small and large scale neighborhood parks.
- Sports Courts (\$0.5 million) – half-court basketball and horseshoe areas.
- Neighborhood Gathering Place (\$0.6 million) – including shade structures, enhanced planting, and a gathering plaza.
- Design/Engineering and Construction Management (\$11.5 million) – equals 10% and 4%, respectively, of the total cost of the park improvements.
- Art in the Park (\$1.6 million) – equals 2% of the total cost of the park improvements.
- Fee Program Administration (\$2.9 million) – equals 3.5% of the total cost of the park improvements.



**Table 2**  
**Capital Improvement Plan**

Facility	per 100K	Service Level	Unit Cost	Total Cost
<b>Basic Park Improvements</b>				
Neighborhood Parks - Basic Improvements	240	1 per 417	\$257,908	\$61,897,954
Community Parks - Basic Improvements	260	1 per 385	\$257,908	\$67,056,116
<b>Playgrounds</b>				
Play Area - Neighborhood	45	1 per 2,222	\$295,544	\$13,299,480
Play Area - Community	6	1 per 16,667	\$301,572	\$1,809,432
Play Area - Universal	1	1 per 100,000	\$999,852	\$999,852
<b>Shade Structures</b>				
Group Shade/Picnic Area - Small Neighborhood	54	1 per 1,852	\$66,348	\$3,582,792
Group Shade/Picnic Area - Small Community	10	1 per 10,000	\$66,348	\$663,480
Group Shade/Picnic Area - Large Neighborhood	15	1 per 6,667	\$117,020	\$1,755,300
Group Shade/Picnic Area - Large Community	10	1 per 10,000	\$117,020	\$1,170,200
Group Shade/Picnic Area - Destination	2	1 per 50,000	\$349,395	\$698,790
<b>Sports Fields</b>				
Baseball Field - Little League - Lighted - Game	4	1 per 25,000	\$348,125	\$1,392,500
Baseball Field - Little League - Unlighted - Game	6	1 per 16,667	\$155,625	\$933,750
Softball Field - Adult lighted - Synthetic	3	1 per 33,333	\$1,043,403	\$3,130,209
Softball Field - Girl's Unlighted - Game	6	1 per 16,667	\$189,141	\$1,134,846
Softball Field - Girl's Lighted - Game	4	1 per 25,000	\$383,428	\$1,533,712
Soccer Field - bantam - Small - Community	5	1 per 20,000	\$10,242	\$51,210
Soccer Field - bantam - Large - Community	5	1 per 20,000	\$10,698	\$53,490
Soccer Field - bantam - Regulation Grass - Comm	17	1 per 5,882	\$116,562	\$1,981,554
Soccer Field - Regulation Synthetic turf - Lighted	2	1 per 50,000	\$911,474	\$1,822,948
Multi-use Turf Area - Small Neighborhood	18	1 per 5,556	\$9,900	\$178,200
Multi-use Turf Area - Small Community	2	1 per 50,000	\$9,900	\$19,800
Multi-use Turf Area - Large Neighborhood	7	1 per 14,286	\$31,900	\$223,300
Multi-use Turf Area - Large Community	3	1 per 33,333	\$31,900	\$95,700
<b>Sports Courts</b>				
Basketball Outdoor Neighborhood Park (1/2 court)	16	1 per 6,250	\$25,989	\$415,816
Basketball Outdoor Community Park (full court)	8	1 per 12,500	\$51,977	\$415,816
Bocce Ball/Petanque - competition (4 court)	3	1 per 33,333	\$442,948	\$1,328,844
Tennis Courts - Lighted (2 courts ea.)	10	1 per 10,000	\$249,489	\$2,494,890
Volleyball (sand) tournament (6-court complex)	2	1 per 50,000	\$228,600	\$457,200
Horseshoes - Neighborhood	10	1 per 10,000	\$6,442	\$64,420
Horseshoes - Community (2 court)	8	1 per 12,500	\$14,423	\$115,384
<b>Skate Parks</b>				
Skate Park - Community Park	2	1 per 50,000	\$1,193,720	\$2,387,440
<b>Aquatics and Spray Parks</b>				
Aquatic Center <sup>1</sup>	0.71	1 per 140,000	\$13,682,676	\$9,714,700
Spray Area - Community Park	5	1 per 20,000	\$1,135,816	\$5,679,080
<b>Gathering Places</b>				
Amphitheater for 500	2	1 per 50,000	\$892,901	\$1,785,802
Community Market Place	1	1 per 100,000	\$544,558	\$544,558
Neighborhood Gather Place	5	1 per 20,000	\$126,258	\$631,290
Community Gathering Place	4	1 per 25,000	\$510,180	\$2,040,720

<sup>1</sup> 71% of the total costs are being allocated to new development.

Source: Cordova Recreation and Park District; Goodwin Consulting Group, Inc.

**Table 2 – Continued  
Capital Improvement Plan**

Facility	per 100K	Service Level	Unit Cost	Total Cost
<u>Offsite Structures</u>				
Teen Before/After School/day Camp Activity Center	2	1 per 50,000	\$913,800	\$1,827,600
Community Center (24,000 sq. ft.)	2	1 per 50,000	\$10,965,600	\$21,931,200
Wellness/Senior Center (12,000 sq. ft.)	1	1 per 100,000	\$5,482,800	\$5,482,800
Site Storage Facilities	3	1 per 33,333	\$653,453	\$1,960,359
Corporation Yard <sup>2</sup>	0.4	1 per 250,000	\$10,000,000	\$3,800,000
District Offices <sup>2</sup>	0.4	1 per 250,000	\$1,401,420	\$1,401,420
Restrooms Small - Community Park	5	1 per 20,000	\$152,808	\$764,040
Restrooms Medium - Community Park	9	1 per 11,111	\$277,693	\$2,499,237
Restroom/concession/storage (1,700 sq. ft.)	1	1 per 100,000	\$711,682	\$711,682
Sport Park Concession	2	1 per 50,000	\$1,099,714	\$2,199,428
<u>Miscellaneous Features</u>				
Batting Cages	2	1 per 50,000	\$156,288	\$312,576
Batting Cages - Small	1	1 per 100,000	\$55,000	\$55,000
Dog Park - Community Park	3	1 per 33,333	\$547,071	\$1,641,213
Water Feature - Community Park	2	1 per 50,000	\$245,454	\$490,908
Disc Golf Course	1	1 per 100,000	\$510,180	\$510,180
<u>Parking</u>				
Off-street parking	1,475	1 per 68	\$1,450	\$2,138,750
SUB TOTAL				\$241,286,968
Design/Engineering		10.0%	\$24,128,697	
Construction Management		4.0%	\$9,651,479	
Admin Costs		3.5%	\$8,445,044	
Art in the Park		2.0%	\$4,825,739	
<b>Total (2013 \$)</b>				<b>\$288,337,927</b>
Inflation at 4.33%				\$12,485,032
<b>TOTAL (2014 \$)</b>				<b>\$300,822,959</b>

<sup>2</sup> 38% of the total costs are being allocated to new development.

Source: Cordova Recreation and Park District; Goodwin Consulting Group, Inc.

**Table 3**  
**Neighborhood Parks**

Facility	Quantity	Unit Cost	Total Cost
<u>Basic Park Improvements</u>			
Neighborhood Parks - Basic Improvements	240	\$257,908	\$61,897,954
<u>Playgrounds</u>			
Play Area - Neighborhood	45	\$295,544	\$13,299,480
<u>Shade Structures</u>			
Group Shade/Picnic Area - Small Neighborhood	54	\$66,348	\$3,582,792
Group Shade/Picnic Area - Large Neighborhood	15	\$117,020	\$1,755,300
<u>Multi-use Fields</u>			
Multi-use Turf Area - Small Neighborhood	18	\$9,900	\$178,200
Multi-use Turf Area - Large Neighborhood	7	\$31,900	\$223,300
<u>Sports Courts</u>			
Basketball Outdoor Neighborhood Park (1/2 court)	16	\$25,989	\$415,816
Horseshoes - Neighborhood	10	\$6,442	\$64,420
<u>Gathering Places</u>			
Neighborhood Gathering Place	5	\$126,258	\$631,290
SUB TOTAL			\$82,048,552
Design/Engineering	10.0%		\$8,204,855
Construction Management	4.0%		\$3,281,942
Admin Costs	3.5%		\$2,871,699
Art in the Park	2.0%		\$1,640,971
Total (2013 \$)			\$98,048,020
Inflation at 4.33%			\$4,245,479
TOTAL (2014 \$)			\$102,293,499
Estimated DUEs			34,246
<b>Cost Per DUE</b>			<b>\$2,987</b>

Source: Cordova Recreation and Park District; Goodwin Consulting Group, Inc.

## COMMUNITY PARKS

As shown in Table 4 on the following page, community park improvements have an estimated cost of \$164.6 million. Facilities for community parks include playgrounds, shade structures, sports fields, sports courts, skate parks, spray parks, event facilities, community centers, restrooms, and other miscellaneous features. Costs and brief descriptions of the facilities in community parks include:

- Playgrounds (\$2.8 million) – universal and community play areas which include age appropriate play equipment, sand and water play areas, rubber surfacing, and shade structures.
- Shade Structures (\$2.5 million) – manufactured or custom shade structures, picnic tables, BBQ grills, water fountains, and tables.
- Sports Fields (\$12.1 million) – includes lighted and unlighted baseball fields, softball fields, soccer fields, and multi-use turf areas.
- Sports Courts (\$4.8 million) – includes basketball, bocce ball, tennis, volleyball, and horseshoes courts.
- Skate Parks (\$2.4 million) – includes a skate park, perimeter rail fencing, bike racks, and lighting for night play.
- Spray Parks (\$5.7 million) – includes water play equipment, piping and plumbing, rubberized surfacing, lighting, and seating elements.
- Event Facilities (\$4.4 million) – includes an amphitheater, community gathering places, and a community market place.
- Community Centers (\$25.9 million) – includes two 24,000 sq. ft. community center structures, concession stand, storage, and restrooms.
- Miscellaneous Features (\$2.7 million) – includes dog park areas, batting cages, water features, and a disc golf course.
- Design/Engineering and Construction Management (\$18.5 million) – equals 10% and 4%, respectively, of the total cost of the park improvements.
- Art in the Park (\$2.6 million) – equals 2% of the total cost of the park improvements.
- Fee Program Administration (\$4.6 million) – equals 3.5% of the total cost of the park improvements.

**Table 4**  
**Community Parks**

<b>Facility</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total Cost</b>
<b><u>Basic Park Improvements</u></b>			
Community Parks - Basic Improvements	260	\$257,908	\$67,056,116
<b><u>Playgrounds</u></b>			
Play Area - Community	6	\$301,572	\$1,809,432
Play Area - Universal	1	\$999,852	\$999,852
<b><u>Shade Structures</u></b>			
Group Shade/Picnic Area - Small Community	10	\$66,348	\$663,480
Group Shade/Picnic Area - Large Community	10	\$117,020	\$1,170,200
Group Shade/Picnic Area - Destination	2	\$349,395	\$698,790
<b><u>Sports Fields</u></b>			
Baseball Field - Little League - Lighted - Game	4	\$348,125	\$1,392,500
Baseball Field - Little League - Unlighted - Game	6	\$155,625	\$933,750
Softball Field - Adult lighted - Synthetic	3	\$1,043,403	\$3,130,209
Softball Field - Girl's Unlighted - Game	6	\$189,141	\$1,134,846
Softball Field - Girl's Lighted - Game	4	\$383,428	\$1,533,712
Soccer Field - bantam - Small - Community	5	\$10,242	\$51,210
Soccer Field - bantam - Large - Community	5	\$10,698	\$53,490
Soccer Field - bantam - Regulation Grass - Community	17	\$116,562	\$1,981,554
Soccer Field - Regulation Synthetic turf - Lighted	2	\$911,474	\$1,822,948
Multi-use Turf Area - Small Community	2	\$9,900	\$19,800
Multi-use Turf Area - Large Community	3	\$31,900	\$95,700
<b><u>Sports Courts</u></b>			
Basketball Outdoor - Community Park (full court)	8	\$51,977	\$415,816
Bocce Ball/Petanque - Competition (4 court)	3	\$442,948	\$1,328,844
Tennis Courts - Lighted (2 courts ea.)	10	\$249,489	\$2,494,890
Volleyball (sand) Tournament (6-court complex)	2	\$228,600	\$457,200
Horseshoes - Community Park (2 court)	8	\$14,423	\$115,384
<b><u>Skate Parks</u></b>			
Skate Park - Community Park	2	\$1,193,720	\$2,387,440
<b><u>Aquatics and Spray Parks</u></b>			
Spray Area - Community Park	5	\$1,135,816	\$5,679,080
<b><u>Gathering Places</u></b>			
Amphitheater for 500	2	\$892,901	\$1,785,802
Community Market Place	1	\$544,558	\$544,558
Community Gathering Place	4	\$510,180	\$2,040,720
<b><u>Structures</u></b>			
Community Center (24,000 sq. ft.)	2	\$10,965,600	\$21,931,200
Restrooms Small - Community Park	5	\$152,808	\$764,040
Restrooms Medium - Community Park	9	\$277,693	\$2,499,237
Restroom/Concession/Storage	1	\$711,682	\$711,682

Source: Cordova Recreation and Park District; Goodwin Consulting Group, Inc.

**Table 4 – Continued  
Community Parks**

Facility	Quantity	Unit Cost	Total Cost
<u>Miscellaneous Features</u>			
Batting Cages - Small	1	\$55,000	\$55,000
Dog Park - Community Park	3	\$547,071	\$1,641,213
Water Feature - Community Park	2	\$245,454	\$490,908
Disc Golf Course	1	\$510,180	\$510,180
<u>Parking</u> <sup>1</sup>			
Off-street parking	1,475	\$1,450	\$2,138,750
SUB TOTAL			\$132,047,621
Design/Engineering	10.0%		\$13,204,762
Construction Management	4.0%		\$5,281,905
Admin Costs	3.5%		\$4,621,667
Art in the Park	2.0%		\$2,640,952
Total (2013 \$)			\$157,796,907
Inflation at 4.33%			\$6,832,606
TOTAL (2014 \$)			\$164,629,513
Estimated DUEs			34,246
<b>Cost Per DUE</b>			<b>\$4,807</b>

<sup>1</sup> Community Parks have a parking allocation of 77% of the total cost.

Source: Cordova Recreation and Park District; Goodwin Consulting Group, Inc.

## DISTRICT-WIDE FACILITIES

As shown in Table 5, District-wide facilities have a total estimated cost of \$33.9 million. Approved facilities include an aquatic center, camp activity center, senior center, site storage facilities, corporation yard, district offices, sports park concession, and batting cages. Costs for District-wide facilities will include:

- Aquatic Center (\$9.7 million) –includes outdoor and indoor pools, water play structures, 1,200 sq. ft. lazy river, outdoor lounge areas, natatorium, bathhouses, and competitive equipment. Based on the level of service standard in the Strategic Master Plan, only 71% of the total cost, which is \$13.7 million, is allocated to the CIP’s 100,000 population.
- Camp Activity Center (\$1.8 million) – includes two activity centers and interior furnishings.
- Senior Center (\$5.5 million) – includes a 12,000 sq. ft. facility and furnishings.
- Site Storage Facilities (\$2.0 million) – includes multiple 60’ by 40’ storage maintenance buildings.
- Corporation Yard (\$3.8 million) – includes a seven acre corporation yard with building fencing, and restrooms. Based on the level of service standard in the Strategic Master Plan, only 38% of the total cost, which is \$10.0 million, is allocated to the 100,000 population.
- District Offices (\$1.4 million) – includes furnishing and construction of a 6,000 sq. ft. office facility. Based on the level of service standard in the Strategic Master Plan, only 38% of the total cost, which is \$3.7 million, is allocated to the 100,000 population.
- Sport Park Concession (\$2.2 million) – includes two 2,000 sq. ft. buildings, which includes restrooms and dining areas.
- Batting Cages (\$0.3 million) – includes two batting cage facilities with ball machines.
- Design/Engineering and Construction Management (\$3.8 million) – equals 10% and 4%, respectively, of the total cost of the park improvements.
- Art in the Park (\$0.5 million) – equals 2% of the total cost of the park improvements.
- Fee Program Administration (\$1.0 million) – equals 3.5% of the total cost of the park improvements.

**Table 5**  
**District-Wide Facilities**

Facility	Quantity	Unit Cost	Total Cost
<u>Aquatics and Spray Parks</u>			
Aquatic Center <sup>1</sup>	0.71	\$13,682,676	\$9,714,700
<u>Structures</u>			
Teen Before/After School/day Camp Activity Center	2	\$913,800	\$1,827,600
Wellness/Senior Center (12,000 sq. ft.)	1	\$5,482,800	\$5,482,800
Site Storage Facilities	3	\$653,453	\$1,960,359
Corporation Yard <sup>2</sup>	0.4	\$10,000,000	\$3,800,000
District Offices <sup>2</sup>	0.4	\$3,687,950	\$1,401,420
Sport Park Concession	2	\$1,099,714	\$2,199,428
<u>Miscellaneous Features</u>			
Batting Cages	2	\$156,288	\$312,576
<u>Parking<sup>3</sup></u>			
Off-street parking	1,475	\$1,450	\$2,138,750
SUB TOTAL			\$27,190,795
Design/Engineering	10.0%		\$2,719,080
Construction Management	4.0%		\$1,087,632
Admin Costs	3.5%		\$951,678
Art in the Park	2.0%		\$543,816
Total (2013 \$)			\$32,493,001
Inflation at 4.33%			\$1,406,947
TOTAL (2014 \$)			\$33,899,947
Estimated DUEs			34,246
<b>Cost Per DUE</b>			<b>\$990</b>

<sup>1</sup> 71% of the total costs are being allocated to new development.

<sup>2</sup> 38% of the total costs are being allocated to new development.

<sup>3</sup> District-wide facilities have a parking allocation of 23% of the total cost.

Source: Cordova Recreation and Park District; Goodwin Consulting Group, Inc.



## OTHER IMPROVEMENTS

Off-street parking improvements are estimated to cost \$2.1 million and this cost is allocated between community park (77 percent allocation) and district-wide facilities costs (23 percent allocation). The costs for the 1,475 off-street parking spaces include (i) demolition, (ii) earthwork and drainage, (iii) utility connections, and (iv) site construction fees.

## ART IN THE PARK

Two percent of the total cost of facilities in the CIP will be used to add art features to park sites. The purpose of the art features is to make each park unique and to enhance the attractiveness of public places. A total of approximately \$4.8 million has been included in the CIP for these amenities.

## DESIGN, ENGINEERING, CONSTRUCTION MANAGEMENT, AND PERMITTING

The “soft” costs to improve the parks and recreation facilities are estimated to be approximately 14 percent of the total associated “hard” costs. The “soft” costs include 10 percent for design and engineering incurred during the design and construction document preparation phase of the project and four percent for construction management costs. Construction management costs include oversight of construction contracts by a developer and/or the Cordova Recreation and Park District. In addition to the construction costs identified in the tables, “hard” construction costs also include plan check fees, permit fees, geotechnical services, construction surveying, inspection services, and extended involvement of the design professional, as needed, throughout the construction process. These costs are estimated to total approximately \$33.8 million.

## ADMINISTRATION COST

In order to recover the cost of administering the Park Fee Program, the CIP includes an additional 3.5 percent applied to the hard costs in the CIP. Administrative costs for the District include overhead, annual review of the Park Fee program, legal review, accounting, and other costs associated with administering the Park Fee Program.

## V. PARK FEE CALCULATION

---

The park facilities identified in the District’s CIP will serve a future population of 100,000 residents. The park facilities included in the CIP will not cure any existing park deficiencies in the District. Therefore, the entire \$300.8 million cost of the CIP is allocated to the 100,000 future residents. As was discussed in a prior chapter, a single family residential unit has an average persons per household of 2.92 and is assigned a DUE factor of 1.0.

By dividing the 100,000 CIP population by 2.92 pph, the result shows that there are 34,246 DUEs in the 100,000 population. Furthermore, dividing the \$300.8 million cost of the CIP by the 34,246 DUEs results in a cost per DUE of \$8,784. Since a single family residential unit is equal to 1.0 DUE, the Park Fee for a single family residential unit is equal to \$8,784. Because a multi-family residential unit has an average persons per household of 2.30, its DUE equals 0.79; this translates to a Park Fee for a multi-family residential unit of \$6,919 (i.e., \$8,784 x 0.79).

Table 6 below shows the calculation of the Park Fees and identifies the 3.5 percent of the Park Fee allocated to administrative costs of the Fee Program. The sum of park facilities costs and administrative costs equals the total Park Fee for each residential category. Table 7 on the following page shows the Park Fee broken down by park category.

**Table 6**  
**Facilities Cost Allocation**

Land Use Category	Household Population	DUE Factor	Cost per DUE	Cost per Unit	3.50% Admin Costs <sup>1</sup>	Proposed Fee per Unit
Single Family Residential	2.92	1.0	\$8,527	\$8,527	\$257	\$8,784
Multi-Family Residential	2.30	0.79	\$8,527	\$6,716	\$203	\$6,919

<sup>1</sup> To fund Park Fee Program administration costs.

Source: Goodwin Consulting Group, Inc.

**Table 7**  
**Park Fee by Park Category**

Park Category	Single Family Unit	Multifamily Unit
Neighborhood Park Fee Component	\$2,900	\$2,284
Community Park Fee Component	\$4,666	\$3,675
District-Wide Park Fee Component	\$961	\$757
Administration Fee	\$257	\$203
<b>Total Park Fee</b>	<b>\$8,784</b>	<b>\$6,919</b>

## ***VI. NEXUS FINDINGS***

---

As growth occurs within the District, future residents will require parks and recreation facilities and services. The Park Fee Program will provide funding for neighborhood parks, community parks, and district-wide facilities in accordance with the policies and goals set forth in the Strategic Master Plan. As required pursuant to the Mitigation Fee Act, the Park Fee that is calculated in this Nexus Study meets the nexus requirements of the Act, as outlined below.

### **Purpose of Fee**

The purpose of the Park Fee is to fund park development and facilities in accordance with the level of service, as prescribed in the Strategic Master Plan, needed to serve future residential development.

### **Use of Fee**

Park Fee revenue will be used to fund the construction and/or acquisition of park facilities and improvements required to serve new residential development within the District. The fee will be used to fund the neighborhood park, community park, and district-wide facilities identified in Table 2 of this report.

### **Reasonable Relationship Between the Fee's Use and the Type of Development**

Pursuant to Strategic Master Plan, future residential development within the District will require park facilities at a level of service equal to 5 acres per 1,000 population. The District's residents are the primary users of parks and recreation facilities, and therefore, it is reasonable to charge a fee to future residential development. The use of fee revenue to fund the construction and/or acquisition of park facilities ensures that such facilities will be available to serve future residents in the District at the service level identified in the Strategic Master Plan.

### **Reasonable Relationship Between the Need for the Facility and the Type of Development**

Pursuant to the Mitigation Fee Act Section 66001(g), "A fee shall not include the costs attributable to existing deficiencies in public facilities, but may include the costs attributable to the increased demand for public facilities reasonably related to the development project in order to....(2) achieve an adopted level of service that is consistent with the general plan." Each new residential development project will generate additional demand for parks and recreation

facilities. The District's Strategic Master Plan identifies this need, or level of service, as 5 acres of park land per 1,000 residents. Nonresidential development does not have a significant impact on parks, and therefore, a Park Fee will not be charged to this type of development.

**Reasonable Relationship Between the Amount of the Fee and the Cost of the Facility Attributable to the Type of Development**

The Strategic Master Plan identifies the park facilities and level of service required to serve future residential development. Residents are the primary users of park facilities and the average number of residents per household provides a good measure of the demand for park facilities required by different residential development types, such as single family and multi-family developments. By assigning the demand for parks based on the average persons per household for different residential types of development and quantifying that demand in the calculation of the park fee, a reasonable relationship is established between the amount of the Park Fee and the cost of the facilities attributable to the different types of residential development.

## ***VII. ONGOING ADMINISTRATION OF THE PARK FEE PROGRAM***

---

### **FEE IMPLEMENTATION**

According to California Government Code, prior to levying a new fee or increasing an existing fee, an agency must hold at least one open and public meeting. At least 10 days prior to this meeting, the agency must make data on infrastructure costs and funding sources available to the public. Notice of the time and place of the meeting, and a general explanation of the matter, are to be published in accordance with Section 6062a of the Government Code, which states that publication of notice shall be posted over a 10-day period in a newspaper regularly published once a week or more. Two publications, with at least five days intervening between the dates of the first and last publication, not counting such publication dates, are sufficient.

The Park Impact Fee Program Nexus Study and fees established herein will be adopted through a District ordinance and/or resolution. Once the Park Fee is adopted by the District Board of Directors, the Sacramento County Board of Supervisors, and the Rancho Cordova City Council, the Park Fee shall become effective no sooner than sixty days after the final legislative action.

### **FEE ADJUSTMENTS**

The Park Fees should be adjusted in future years via updates to the program to reflect revised or updated facilities or costs, or receipt of funding from alternative sources. The District should also adjust the fees annually to account for inflation. Inflation will increase the cost of construction and purchase of facilities and improvements and therefore, the Park Fees should be increased each year to keep up with these costs. The Park Fee shall be adjusted on January 1, 2015 and annually thereafter no later than January 15<sup>th</sup> as follows:

- (a) A “mean” index will be computed by averaging the index for 20 U.S. cities with the index for San Francisco by resort to the most recent October issue of the Engineering News Record Construction Cost Index.
- (b) An adjustment factor shall be computed by dividing the “mean” index as calculated in subsection (a) of this section by the “mean” index for the previous October.
- (c) The adjusted Park Development Impact Fee shall be calculated by multiplying the adjustment factor, as calculated in subsection (b) of this section, by the Park Development Impact Fee in place prior to the annual adjustment.

## **FEE CREDITS OR REIMBURSEMENTS**

Developers who fund construction of park facilities included in this Nexus Study will be eligible for fee credits/reimbursements against the Park Fee. Fee credits or reimbursements may be provided up to the cost of the improvement, as indicated in the Nexus Study, subject to periodic inflation adjustments, or the actual cost paid by the developer, whichever is lower. The Administrative Fee component of the Park Fee cannot be credited against and must be paid to the District even if a developer constructs the park facilities. For construction cost overruns, only that amount shown in the Nexus Study, subject to periodic inflation adjustments, should be credited or reimbursed. The District will evaluate the appropriate fee credit or reimbursement based on the value of the dedication or improvement. Credits or reimbursements may be repaid based on the priority of the capital improvements, as determined by the District. In some cases, repayment for constructed facilities that have low priority may be postponed. Fee credits and reimbursements will be determined by the District on a case-by-case basis.

## **PARK FEE EXEMPTIONS**

The District should consider exempting the following from payment of the Park Fee:

### *Public Agencies*

All federal and state agencies, county, city, and local public agencies should be exempt from the Park Fee.

### *Replacement/Reconstruction*

Any replacement or reconstruction (no change in use) of any residential unit that has not been vacant for more than five years shall be exempt from the Park Fee. However, if the residential unit(s) replaced or reconstructed exceeds the documented total number of units of the damaged/destroyed residential structure, the excess units are subject to the Park Fee.

### *Additions/Alterations/Modifications/Temporary Facilities*

- a. Additions to single family residential structures
- b. Additions to multi-family residential structures that are not part of a mixed use type project provided no additional units result
- c. Supporting use square footage in multi-family projects, such as the office and recreation areas required to directly serve the multi-family project. The residential unit fee will provide the full mitigation required in multi-family projects.

- d. Non-habitable residential structures such as decks, pools, pool cabanas, sheds, garages, etc.
- e. Construction of a granny unit in a single family residential property that does not have a full kitchen
- f. Mobile or manufactured homes with no permanent foundation

Development

Any development which has entered into a development agreement with the CRPD for specific park mitigation should be exempt from the Park Fee.

**ANNUAL ADMINISTRATIVE DUTIES**

The Government Code requires a public agency to report, every year and every fifth year, certain financial information regarding the impact fees. Within 180 days after the last day of each fiscal year the public agency must make the following information available for the past fiscal year:

- (a) A brief description of the type of fee in the account or fund
- (b) The amount of fee revenue
- (c) The beginning and ending balance of the account or fund
- (d) The amount of fee revenue collected and interest earned
- (e) An identification of each public improvement on which fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of public improvement that was funded with fees
- (f) An identification of an approximate date by which time construction on 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 from the account or fund, when it will be repaid and at what interest rate
- (h) The amount of any refunds made once it is determined that sufficient monies have been collected to fund all projects

The public agency must make this information available for public review and must also present it at the next regularly scheduled public meeting not less than 15 days after this information is made available to the public.



## **FIFTH-YEAR ADMINISTRATIVE DUTIES**

For the fifth year following the first deposit into the fee account and every five years thereafter, the public agency must make the following findings with respect to any remaining funds in the fee accounts:

- (a) Identify the purpose to which the fee is to be put
- (b) Demonstrate a reasonable relationship between the fee and the purpose for which it is charged
- (c) Identify all sources and amounts of funding anticipated to complete financing incomplete improvements
- (d) Designate the approximate dates on which funding is expected to be deposited into the appropriate accounts or funds

As with the annual report, the five-year report must be made public within 180 days after the end of the public agency's fiscal year and must be reviewed at the next regularly scheduled public meeting. The public agency must make these findings; otherwise the law states that the District must refund the fee revenue to the then current owners of the development project.