

DATE SUBMITTED September 9, 2020
SUBMITTED BY Laura Gutierrez
DATE ACTION REQUIRED September 16, 2020

COUNCIL ACTION (x)
PUBLIC HEARING REQUIRED ()
RESOLUTION (x)
ORDINANCE 1ST READING ()
ORDINANCE 2ND READING ()
CITY CLERK'S INITIALS (26)

**IMPERIAL CITY COUNCIL
AGENDA ITEM**

SUBJECT: **DISCUSSION/ACTION – DEVELOPMENT IMPACT FEE PROGRAM FUNDING REPORT.**

- 1. APPROVE/DISAPPROVE RESOLUTION NUMBER 2020-56 APPROVING THE FISCAL YEAR 2019 – 2020 DEVELOPMENT IMPACT FEE FUNDING REPORT.

DEPARTMENT INVOLVED: **ADMINISTRATIVE SERVICES DEPARTMENT**

BACKGROUND/SUMMARY:

In accordance with California Government Code Section 66006, an annual report shall be prepared that provides the status and tracking of the development impact fees collected as a part of the development of projects within the City of Imperial. The report shall provide a description of the fee, the amount of the fee, the beginning and the ending balance of each facility fund, the amount of fees collected, the interest earned, the amount of the fee expended including a description of the improvements completed, an approximate date upon which future improvement will commence and a description of interfund transfers.

FISCAL IMPACT:

The Impact Fee Funding Report fulfills requirements by State Code and does not result in a fiscal impact to the City.

F.O. INITIALS VB

STAFF RECOMMENDATION:

After the review and consideration by the Administrative Services Department, it is recommended that the City Council approve Resolution Number 2020-56 accepting the Fiscal Year 2019 – 2020 Development Impact Fee Program Funding Reports. There were no findings to any of the reports.

MANAGER'S RECOMMENDATION:

approve

MANAGER'S INITIALS OTM

After the review and consideration by the City Manager, it is recommended that the City Council approve Resolution Number 2020-___ accepting the Fiscal Year 2019 – 2020 Development Impact Fee Program Funding Reports.

MOTION:

SECONDED: APPROVED () REJECTED ()
AYES: DISAPPROVED () DEFERRED ()
NAYES:
ABSENT: REFERRED TO:



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September 3, 2020

City of Imperial

Diana Quintana, Accounting Technician
420 South Imperial Avenue
Imperial, CA 92251

RE: Annual AB1600 Reports, FY 2019/2020

Dear Ms. Quintana,

Thank you for providing the Desert Valleys Builders Association (DVBA) the *City of Imperial Annual and Five-Year Reportable Fees Report (AB 1600) for fiscal year 2019/2020*. Upon completion of the examination, the DVBA is satisfied that the City has reasonably met its annual reporting obligation pursuant to the Mitigation Fee Act.

We look forward to receiving the Annual Report relating to the Water and Wastewater Accounts.

Respectfully,

Gretchen Gutierrez
Chief Executive Officer

City of Imperial
 Fire Protection Facilities
 Government Code 66000 Calculation
 FY 2019-2020

Account Description	Beginning Fund Balance	FY 2019-2020	Ending Fund Balance
<i>Revenues & Other Sources</i>			
Developer fees		19,586	
Interest income		509	
Miscellaneous Revenue		0	
Total Sources		20,095	
<i>Expenditures & Other Uses</i>			
Transfers out - Capital Improvement Project Fund			
Preliminary Study			
Administration		0	
Design			
Engineering			
Construction			
Equipment			
Total Uses		0	
Total Available	69,263	20,095	89,358

<i>Five Year Test</i>	
<i>Using First In First Out Method</i>	
Unspent Funds Represent Ending Fund Balance	June 30, 2020
Revenues Collected from 2015	8,784
Revenues Collected from 2016	29,067
Revenues Collected from 2017	26,713
Revenues Collected from 2018	2,443
Revenues Collected from 2019	44,090
Revenues Collected from 2020	19,586
Total Ending Fund Balance	130,683
<i>Result: Five Year Spent Test was met in accordance with Government Code 66001.</i>	

<i>Capital Improvement Facilities</i>			
Capital Improvement Facilities Actual Expenses	FY 2019-2020	% Complete	% funded with fee
	none	0%	0%
Total	0		

Anticipated Future Projects	FY 2016-2025	cost	% funded with fee
Fire Station - New Fire Station	none	821,478	1%
Fire Station - Firefighting Apparatus	none	700,000	62%
Fire Station - New Fire Engine	none	835,063	100%
Total Anticipated Future Projects	-	\$2,356,541	

City of Imperial
 Park and Recreation Facilities Impact Fee
 Government Code 66000 Calculation
 FY 2019-2020

Account Description	Beginning Fund Balance	FY 2019-2020	Ending Fund Balance
<i>Revenues & Other Sources</i>			
Developer fees		215,321	
Other Fed Grant			
Interest income		4,025	
Operating- Transfers In			
Total Sources		219,346	
<i>Expenditures & Other Uses</i>			
Overtime			
FICA			
Advertising (Incl Legal)		538	
Contract Service		157,359	
Maintenance of Equipment			
Install Materials			
Improvements of other than Bldgs. Park additions		138,186	
Publication/Dues			
Total Uses		296,083	
Total Available	1,001,176	(76,737)	924,439

Five Year Test	
Using First In First Out Method	
Unspent Funds Represent Ending Fund Balance	June 30, 2020
Revenues Collected from 2015	112,869
Revenues Collected from 2016	216,717
Revenues Collected from 2017	231,758
Revenues Collected from 2018	321,597
Revenues Collected from 2019	212,311
Revenues Collected from 2020	215,321
Total Ending Fund Balance	1,310,573
<i>Result : Five Year Spent Test was met in accordance with Government Code 66001. Monies have been encumbered for new Regional Park/Equestrian/Sports Facility. Proposed Cost \$40M, to be completed in Multiple FY's</i>	

Capital Improvement Facilities			
Capital Improvement Facilities Actual Expenses	FY 2019-2020	% Complete	% funded with fee
Contract Services: Cambria Park completion	30,983		
Contract Services: Impact fees study	2,386		
Contract Services: Imperial Transit Park completion	123,990		
Advertising: Impact fees study	23		
Imperial Community Park	515		
Improvements:			
Reimbursement to developer for Horizon Park	138,186		
Total	\$ 296,083		

Anticipated Future Projects	FY 2016-2025	Cost	% funded with fee
Parks Master Plan	none	28,406.47	100.00%
Park Expansion Improvements	none	63,167.43	100.00%
Joshua Park Improvements	none	174,000.00	100.00%
Future Parks	18,672	9,372,984.00	0.20%
Total Anticipated Future Projects	18,672	9,638,557.90	

City of Imperial
 Streets, Bridges and Traffic Signals Impact Fee
 Government Code 66000 Calculation
 FY 2019-2020

Account Description	Beginning Fund Balance	FY 2019-2020	Ending Fund Balance
<i>Revenues & Other Sources</i>			
Developer fees		73,429	
State Grant Reimbursement			
Interest income		2,502	
Total Sources		75,931	
<i>Expenditures & Other Uses</i>			
Transfers out - Capital Improvement Project Fund			
Preliminary Study			
Administration			
Special Departmental supplies			
Operating Transfers Out			
Construction			
Equipment			
Total Uses			
Total Available	521,124	75,931	597,055

Five Year Test

Using First In First Out Method

Unspent Funds Represent Ending Fund Balance	June 30, 2020
Revenues Collected from 2015	47,711
Revenues Collected from 2016	36,217
Revenues Collected from 2017	46,352
Revenues Collected from 2018	103,340
Revenues Collected from 2019	101,148
Revenues Collected from 2020	73,429
Total Ending Fund Balance	408,197

Result : Five Year Spent Test was met in accordance with Government Code 66001.
 Funds have been encumbered for Road Improvements listed below.

Capital Improvement Facilities			
Capital Improvement Facilities Actual Expenses	FY 2019-2020	% Complete	% funded with fee
None	\$ -		
Total	\$ -		

Anticipated Future Projects	FY 2016-2025	Cost	% funded with fee
<i>Projects: Within City</i>			
Aten Road -Retention Basin to La Brucherie Rd.		85,000	42%
Aten Road - La Brucherie Rd to Highway 86		217,600	100%
Aten Road - Railroad Tracts to SE Annexation Border		93,500	56%
Treshill Road - La Brucherie Rd to Highway 86		364,000	100%
P Street - Aten Rd to East Annexation Southern Border		84,000	
P Street - East Annexation Southern Border to City Limits		112,000	
P Street - 1st Street to Barioni Boulevard		182,000	
P Street - Barioni Boulevard to Neckel Rd		728,000	

Neckel Road - Highway 86 to Rodeo Drive		14,000	100%
Neckel Road - Railroad Tracts to City Limits		64,400	
1st Street - Railroad Tracts to P Street		52,500	
La Brucherie Road - Wall Rd to Aten Rd		141,750	
La Brucherie Road - Aten Road to North of Industry		89,250	
La Brucherie Road - Treshill Rd to Aten Rd		136,500	
15th Street - La Brucherie Rd to West of D Street		36,750	
15th Street - West of Ellen Street to East of Ellen Street		68,250	
15th Street - East of Ellen Street to Imperial Avenue		73,500	
Intersection - Clark Raod and Aten Rd		90,000	1%
Future Streets - Aten Ph#3		20,000	79%
Annexation Areas A & B			
P Street - City Limit to Worthinton		386,400	
Intersection		175,000	13%
North Annexation Area			
La Brucherie Road - Murphy Road to Neckel Rd		273,000	
15th Street - La Brucherie Rd to West of D Street		36,750	
Southeast Annexation Area			
Clark Road - South City Limit to Aten Rd.		442,000	88%
Aten Road - West of Railroad Tracts to east of P Street		246,500	64%
Southwest Annexation Area			
Austin Road - Aten Rd to Brewer Rd.		18,200	
Brewer Road - Nance Rd to SW Annexation Border		52,500	
West Annexation Area			
Worthington Road - Austin Rd to West of Dahlia Lane		382,500	
La Brucherie Road - Pearl Rd to Banta Rd		315,000	
Nance Road - Brewer Rd to Worthington Rd		273,000	
Total Anticipated Future Projects	-	5,253,850	

City of Imperial
 Administrative Facilities Impact Fee
 Government Code 66000 Calculation
 FY 2019-2020

Account Description	Beginning Fund Balance	FY 2019-2020	Ending Fund Balance
<i>Revenues & Other Sources</i>			
Developer fees		36,580	
Interest income		3,417	
Total Sources		39,997	
<i>Expenditures & Other Uses</i>			
Transfers out - Capital Improvement Project Fund			
Preliminary Study			
Administration			
Design			
Engineering			
Construction			
Equipment			
Total Uses			
Total Available	743,181	39,997	783,178

<i>Five Year Test</i>	
<i>Using First In First Out Method</i>	
Unspent Funds Represent Ending Fund Balance	June 30, 2020
Revenues Collected from 2015	52,559
Revenues Collected from 2016	19,043
Revenues Collected from 2017	64,594
Revenues Collected from 2018	58,671
Revenues Collected from 2019	58,723
Revenues Collected from 2020	36,580
Total Ending Fund Balance	290,170
<i>Result : Five Year Spent Test was met in accordance with Government Code 66001. Funds have been encumbered for City Hall expansion.</i>	

<i>Capital Improvement Facilities</i>			
Capital Improvement Facilities Actual Expenses	FY 2019-2020	% Complete	% funded with fee
None	\$ -		
Total	\$ -		

Anticipated Future Projects	FY 2016-2025	Cost	% funded with fee
New Council Chambers		5,562	100%
City Hall Expansion		3,290,909	
Total Anticipated Future Projects		3,296,471	

City of Imperial
 Law Enforcement Facilities, Vehicles and Equipment Impact Fee
 Government Code 66000 Calculation
 FY 2019-2020

Account Description	Beginning Fund Balance	FY 2019-2020	Ending Fund Balance
<i>Revenues & Other Sources</i>			
Developer fees		34,982	
Interest income		3,633	
Total Sources		38,615	
<i>Expenditures & Other Uses</i>			
Transfers out - Capital Improvement Project Fund			
Preliminary Study			
Administration		0	
Design			
Engineering			
Construction			
Equipment			
Total Uses		0	
Total Available	795,127	38,615	833,742

<i>Five Year Test</i>	
<i>Using First In First Out Method</i>	
Unspent Funds Represent Ending Fund Balance	June 30, 2020
Revenues Collected from 2015	18,163
Revenues Collected from 2016	61,607
Revenues Collected from 2017	55,958
Revenues Collected from 2018	56,008
Revenues Collected from 2019	89,080
Revenues Collected from 2020	34,982
Total Ending Fund Balance	315,798
<i>Result : Five Year Spent Test was met in accordance with Government Code 66001. Funds have been encumbered for new Police Station.</i>	

<i>Capital Improvement Facilities</i>			
Capital Improvement Facilities Actual Expenses	FY 2019-2020	% Complete	% funded with fee
None	\$ -		
	\$ -		
Total	\$ -		

Anticipated Future Projects	FY 2016-2025	Cost	% funded with fee
Future Police Station		\$2,179,444	0%
Total Anticipated Future Projects			

City of Imperial
 Library Community (Public Use) Center Facilities Impact Fee
 Government Code 66000 Calculation
 FY 2019-2020

Account Description	Beginning Fund Balance	FY 2019-2020	Ending Fund Balance
<i>Revenues & Other Sources</i>			
Developer fees		37,704	
Interest income		2,551	
Total Sources		40,255	
<i>Expenditures & Other Uses</i>			
Transfers out - Capital Improvement Project Fund			
Preliminary Study			
Administration		0	
Design			
Engineering			
Construction			
Equipment			
Total Uses		0	
Total Available	567,314	40,255	607,569

<i>Five Year Test</i>	
<i>Using First In First Out Method</i>	
Unspent Funds Represent Ending Fund Balance	June 30, 2020
Revenues Collected from 2015	12,816
Revenues Collected from 2016	37,948
Revenues Collected from 2017	40,582
Revenues Collected from 2018	56,314
Revenues Collected from 2019	53,251
Revenues Collected from 2020	37,704
Total Ending Fund Balance	238,615
<i>Result : Five Year Spent Test was met in accordance with Government Code 66001. Funds have been encumbered for expansion of Library to be completed FY 16-17.</i>	

<i>Capital Improvement Facilities Actual Expenses</i>			
Capital Improvement Facilities	FY 2019-2020	% Complete	% funded with fee
None	\$ -		
Total	\$ -		

Anticipated Future Projects	FY 2016-2025	Cost	% funded with fee
New Library - Equipment		\$12,690	100%
New Library - Book Shelves		\$3,690	100%
Future Library Improvements	none	\$1,083,943	1%
Total Anticipated Future Projects		\$1,100,323	

City of Imperial
 Developer fee
 Government Code 66000 Calculation
Fiscal Year Ending June 30, 2020

The developer fee fund is used to account for the accumulation of resources, provided through developer fees for the acquisition, construction or improvement of the seven purposes listed below.

Activity	Unit of Measure	Law Enforcement Facility/Vehicle	Streets, Bridges Traffic Signals	Fire Suppression Res Vehicle	General Facility Vehicle/Equip	Community Ctr (Public Uses)	Parks/Rec Facilities
Types of Land Use							
Single Family Residential(Per Dwelling Unit)	Unit	242	515	116	254	264	1505
Multiply Family Residential (Per Dwelling Unit)	Unit	242	358	116	254	245	1400
Commercial (PER 1,000 SQ. FT.)	Unit	225	23	108	236	no fee	no fee
Industrial (PER 1,000 SQ. FT.)	Unit	225	23	108	236	no fee	no fee

Fund	06/30/20 Beginning Fund Balance	Fees	Interest Income	Adjustment Prior Fund Balance In	Expenditures	Transfers Admin Fees - GF	Other Revenue Transferred In	06/30/20 Ending Fund Balance
Fire Protection Facilities and Resoonse Vehicle Impact Fee	\$ 69,263	\$ 19,586	\$ 509	\$ -	\$ -	\$ -	\$ -	\$ 89,358
Park and Recreation Facilities Impact Fee	\$ 1,001,176	\$ 215,321	\$ 4,025	\$ -	\$ 296,083	\$ -	\$ -	\$ 924,439
Streets/Bridges/Traffic Signals Impact Fee	\$ 521,124	\$ 73,429	\$ 2,502	\$ -	\$ -	\$ -	\$ -	\$ 597,055
Administrative Facilities Impact Fee	\$ 743,181	\$ 36,580	\$ 3,417	\$ -	\$ -	\$ -	\$ -	\$ 783,178
Law Enforcement Facilities/Vehicles Impact Fee	\$ 795,127	\$ 34,982	\$ 3,633	\$ -	\$ -	\$ -	\$ -	\$ 833,742
Library, Community, (Public Use) Center Facilities Impact Fee	\$ 567,314	\$ 37,704	\$ 2,551	\$ -	\$ -	\$ -	\$ -	\$ 607,569
Total Available	\$ 3,697,185	\$ 417,602	\$ 16,637	\$ -	\$ 296,083	\$ -	\$ -	\$ 3,835,341

Five Year Test
 Using First In First Out Method
 75,931

Unspent Funds Represent Ending Fund Balance	Fire Suppression Res Vehicle	Parks Acquis/ Recreation Fac	Streets, Bridges Traffic Signals	Administrative Facility Vehicle/Equip	Law Enforcement Facility/Vehicle	Library Community Ctr (Public Uses)	Totals
Revenues/Transfer Collected from 2015	\$ 8,784	\$ 112,869	\$ 36,217	\$ 19,043	\$ 18,163	\$ 12,816	\$ 207,892
Revenues/Transfer Collected from 2016	\$ 29,067	\$ 216,717	\$ 46,352	\$ 64,594	\$ 61,607	\$ 37,948	\$ 456,285
Revenues/Transfer Collected from 2017	\$ 26,713	\$ 231,758	\$ 103,340	\$ 58,671	\$ 55,958	\$ 40,582	\$ 517,022
Revenues/Transfer Collected from 2018	\$ 2,443	\$ 321,597	\$ 101,148	\$ 58,723	\$ 56,008	\$ 56,314	\$ 596,233
Revenues/Transfer Collected from 2019	\$ 44,090	\$ 212,311	\$ 154,429	\$ 93,271	\$ 89,080	\$ 53,251	\$ 646,432
Revenues/Transfer Collected from 2020	\$ 19,586	\$ 215,321	\$ 73,429	\$ 36,580	\$ 34,982	\$ 37,704	\$ 417,602
Total Ending Fund Balance	\$ 130,683	\$ 1,310,573	\$ 514,915	\$ 330,882	\$ 315,798	\$ 238,615	\$ 2,841,466

See Notes Below.

Result: Five Year Spent Test Met in accordance with Government Code 66001
 Note: Most of the Development Impact Fee fund balances are minimal - therefore we have not schedule projects for next fiscal year.
 Note: City has been accumulating revenue to purchase land and to design a third fire station and eventually build a station, at this point the City cannot purchase equipment until a location is identified and the City has funding for additional staffing of the third fire station.

RESOLUTION NO. 2020-56

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
IMPERIAL, CALIFORNIA, TO MAKE CERTAIN FINDINGS
PURSUANT TO CALIFORNIA GOVERNMENT CODE
SECTION 66001**

WHEREAS, the City of Imperial is required to make certain findings every year with respect to the unexpended fund balance of certain development fee funds pursuant to California Government Code Section 66001; and

WHEREAS, these findings need to be made in conjunction with the public information required by Code Section 66006.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Imperial, California, as follows:

1. That the above recitations are true and correct.
2. That the following findings are made as required under the Government Code Section 66006:
 - a. That the purpose to which the development impact fee is to be put has been identified.
 - b. That a reasonable relationship has been demonstrated between the fee and the purpose for which it is charged.
 - c. That all sources and amounts of funding anticipated to complete financing on incomplete improvements have been identified.
 - d. That the approximate dates on which the funding referred to above is expected to be deposited into the appropriate fund have been designated.
3. That these findings are based on information provided in the City of Imperial Operating Budgets for Fiscal Year 2019/2020, which is incorporated herein by reference.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City of Imperial City Council on the 16th day of September, 2020.

Darrell Pechtl, Mayor

ATTEST:

Debra Jackson, City Clerk