

Board of Directors Meeting
Cameron Park Community Services District
2502 Country Club Drive, Cameron Park, California



Monday, November 28, 2016 **5:30 p.m. Special Meeting**

Board of Directors

GREG STANTON (GS), President
MARGARET MOHR (MM), Vice-President
Directors: AMY BLACKMON (AB), SCOTT MCNEIL (SM), HOLLY MORRISON (HM)

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ADOPTION OF THE AGENDA

Board members, staff and members of the public may request an item be pulled from the Consent Calendar for discussion. The Board will make any necessary additions, deletions, or corrections to the Agenda, determine matters to be added to or removed from the Consent Calendar, and with one motion adopt the Agenda and approve the Consent Calendar.

PUBLIC COMMENT

At this time, members of the public may speak on any agenda item.

DEPARTMENT MATTERS

For Purposes of the Brown Act §54954.2 (a), the numbered items on this Agenda provide a brief description of each item of business to be transacted or discussed. Recommendations of the staff, as shown, do not prevent the Board from taking other action.

1. AMEND FIRE IMPACT FEE FINDINGS WITH RESOLUTION NO. 2016-19

Recommended Action: Receive, Discuss and Adopt Resolution No. 2016-19 with Board Poll Vote Amending Fire Impact Fee Findings in Resolution No. 2016-03, Adopted on February 17, 2016

2. AMEND PARKS IMPACT FEE FINDINGS WITH RESOLUTION NO. 2016-20

Recommended Action: Review, Discuss and Adopt Resolution No. 2016-20 with Board Poll Vote Amending Parks Impact Fee Findings in Resolution No. 2016-08 Adopted on April 20, 2016

ADJOURNMENT

An AGENDA in FINAL FORM is located in the Reception area in the District Office as well as each of the Cameron Park Fire Stations. Additionally, a copy of the FINAL AGENDA is available on the District's website at www.cameronpark.org. Support material is available for public inspection at the receptionist counter in the District Office. Sessions of the Board of Directors may be recorded and members of the audience are asked to give their name and address before addressing the Board.

Any written document that relates to an agenda item for an open session of a regular meeting of the Board of Directors of the District which is distributed less than 72 hours prior to the meeting shall be made available for public inspection at the same time the writing is distributed to all, or a majority of all, of the members of the Board of Directors of the District. Such written documents will be made available at the District Offices located at 2502 Country Club Drive, Cameron Park, CA 95682.

Such writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C. § 12132) and the Federal Rules and Regulations adopted in implementation thereof.

AGENDA

A person with a disability who requires a modification or accommodation in order to participate in a public meeting of the Board of Directors may, five (5) days prior to the date scheduled for a regular meeting of the Board of Directors, contact the District Office at 2502 Country Club Drive, Cameron Park, CA 95682, phone number: (530) 677-2231 to request a disability related modification or accommodation in order to attend the meeting, or to request auxiliary aids or services in order to enable such person to understand the proceedings at such meeting.

Agenda Transmittal

DATE: November 28, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #1: **AMEND FIRE IMPACT FEE FINDINGS WITH RESOLUTION NO. 2016-19**

RECOMMENDED ACTION: Receive, Discuss and Adopt Resolution No. 2016-19 with Board Poll Vote Amending Fire Impact Fee Findings in Resolution No. 2016-03, Adopted on February 17, 2016

BUDGET ACCOUNT: N/A

BUDGET IMPACT: N/A

The Cameron Park Community Services District Board of Directors adopted Resolution No. 2016-03 at its meeting of February 17, 2016 (see Exhibit 2). In the packet was the Proposed use of Fire Developer Impact Fees (see Exhibit 3). The resolution and list of items were submitted to El Dorado County.

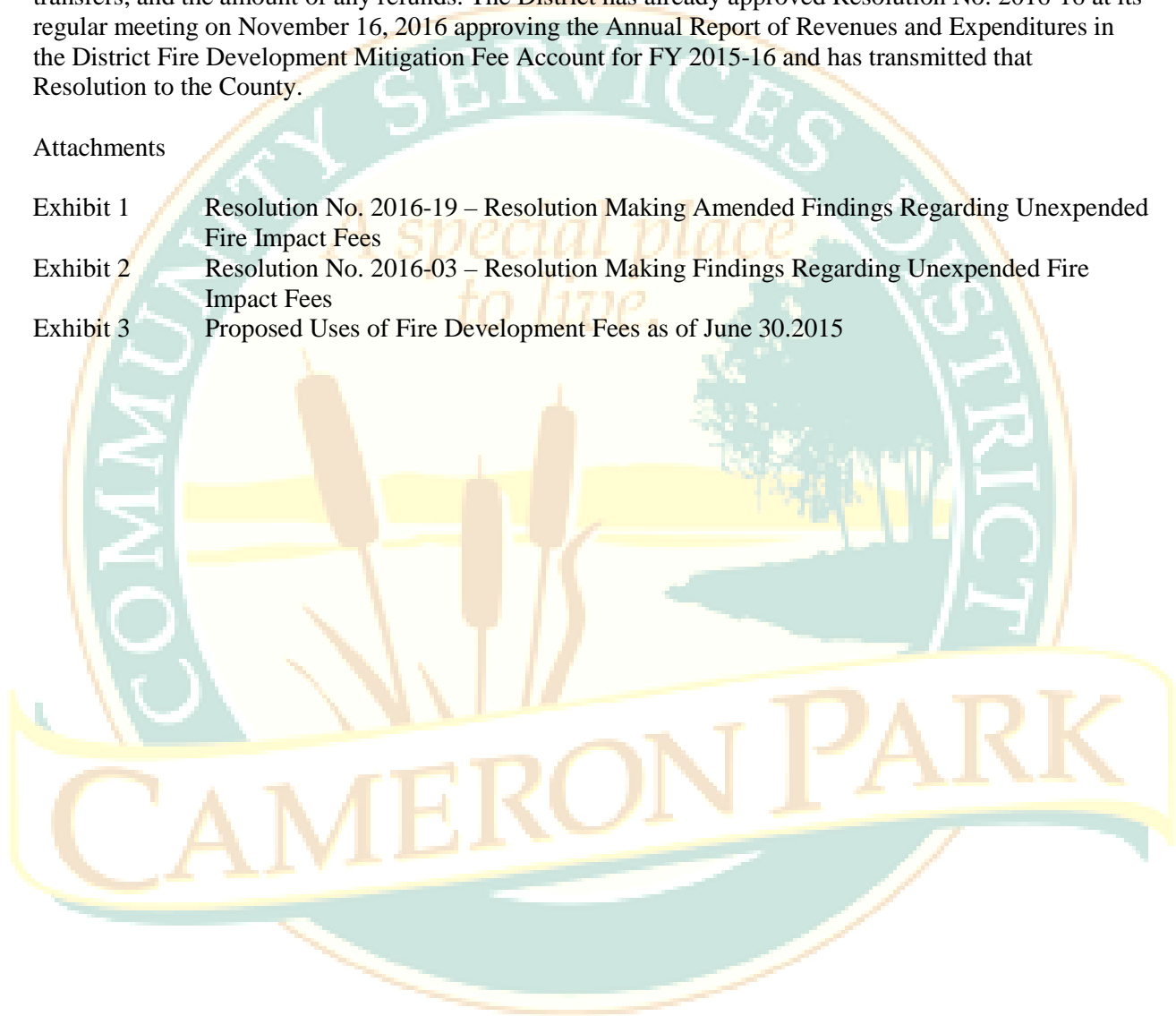
On November 17, 2016 the General Manager and District legal counsel met with County staff and County Counsel regarding the District's prior resolutions and findings in light of litigation faced by the County with respect to its impact fee programs. County staff advised that five year findings from this District are due every five years beginning with the first date of funding in each program, which would mean that the next five-year findings resolution from the District for fire impact fees would be due as of December 31, 2016 for FY 2015-16. Therefore, the prior resolution adopted by this Board approving five-year findings as of June 30, 2015 is early. County staff urged that the District update its accounting for unexpended fire impact fees to June 30, 2016, and update the list of projects with this resolution to avoid potential litigation. County staff indicated that they would treat this resolution as satisfying the five-year findings reporting requirement for the District as of June 30, 2016. District staff and legal counsel concur that the adoption of this resolution is advisable. However, District staff and legal counsel also recommend that the District adopt another resolution adopting five-year findings as of June 30, 2021.

Draft Resolution No. 2016-19 has been revised to update the fire impact fee summary of fire impact fee revenues, expenditures, and unexpended balance as of June 30, 2016, including balances for the last five fiscal years (see Exhibit 1). A revised list of "Proposed Use of Fire Development Impact Fees" is also attached to Resolution No. 2016-19, which modifies the projects to be funded with the unexpended balance of fire impact fees, projects the date for expenditure of those fees and commencement of the construction of those projects, and specifies the percentage of the cost of such projects to be funded with the unexpended balance of such fire impact fees.

The county also has an annual reporting requirement that the District provide an annual accounting of the fire impact fee account specifying the beginning and ending balances for such account, the amount of expenditures and revenues received in each account during the year, the types of equipment or facilities up on which such impact fees were expended, the percentage of the cost of each improvement funded with impact fees, the commencement date for construction of those facilities for which the District determines adequate funds have been received to fund construction costs, the amounts of any interfund transfers, and the amount of any refunds. The District has already approved Resolution No. 2016-16 at its regular meeting on November 16, 2016 approving the Annual Report of Revenues and Expenditures in the District Fire Development Mitigation Fee Account for FY 2015-16 and has transmitted that Resolution to the County.

Attachments

- Exhibit 1 Resolution No. 2016-19 – Resolution Making Amended Findings Regarding Unexpended Fire Impact Fees
- Exhibit 2 Resolution No. 2016-03 – Resolution Making Findings Regarding Unexpended Fire Impact Fees
- Exhibit 3 Proposed Uses of Fire Development Fees as of June 30.2015



DRAFT

**RESOLUTION NO. 2016-19
OF THE BOARD OF DIRECTORS
OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT
NOVEMBER 28, 2016**

**RESOLUTION MAKING AMENDED FINDINGS REGARDING
UNEXPENDED FIRE IMPACT FEES**

WHEREAS, AB 1600 known as the Mitigation Fee Act was adopted and codified in California Government Code Section 66000 et seq. (the “Act”) allowing the establishing, increasing or imposing of a development fee as a condition of approval of a development project to offset the impacts of such project on a local government and its residents in those cases in which the purpose and use of the fee are identified and a reasonable relationship between the use of the fee and the type of development project on which the fee is imposed is demonstrated; and

WHEREAS, the Board of Supervisors of the County of El Dorado (“Board of Supervisors”), by Ordinance Number 3991, added Chapter 13, Section 20 of the El Dorado County Code (the “County Ordinance”) authorized the imposition of fire and emergency medical impact mitigation fees (“Fire Impact Fees”) on new development within the unincorporated area of the Cameron Park Community Services District (the “District”) in order to fund fire suppression and emergency medical facilities, apparatus and equipment necessary to mitigate the impacts on the District and its residents caused by new development; and

WHEREAS, the County Ordinance permits the County to collect such impact fees on behalf of impacted districts such as the District authorized by law to provide fire and emergency medical services, and transmitting such impact fees to the District for expenditure for such purposes , provided that the County and the District enter into a written agreement regarding the collection process for such impact fees through the County’s building permit process and the payment of certain administrative charges to the County by the District to reimburse the County’s costs of imposing and collecting such impact fees. The County and District have entered into such an agreement.

WHEREAS, the District Board of Directors (the “Board”) considered and approved on August 19, 2015, a Fire Department Master Plan and Capital Improvement Plan dated August, 2015 prepared by Mintier Harnish Planning Consultants of Sacramento (the “Fire Master Plan”). The Fire Master Plan specifies the improvements, facilities, apparatus and equipment that may be funded with fire impact fees and other revenues available to the District during the following five (5) years.

WHEREAS, the District Board considered and approved on September 16, 2015 a Fire Impact Fee Nexus Study prepared by SCI Consulting Group dated September 2015 (“Nexus Study”) that provides the required information to update the District’s fire impact fees.

WHEREAS, the Act at Government Code section 66006(b) requires the District to prepare an annual report regarding the collection and use of impact fees which specifies the following: (a) the type and amount of the impact fee; (b) the beginning and ending balance of the impact fee account; (c) the amount of impact fees collected and interest earned during the year; (d) identification of each public improvement on which impact fees were expended, the amount of expenditures on each improvement, and the total percentage of the cost of each such improvement funded with impact fees; (e) for incomplete public improvements for which sufficient funds have been collected, the approximate date of commencement of construction; (f) a description of any inter-fund transfers or loans made from the impact fee account; and (g) the amount of any refunds of impact fees (the “Annual Report”). The District has prepared the Annual Report for fire impact fees for Fiscal Year 2015-16 which also includes data for the preceding four (4) fiscal years, which was approved by the Board of Directors by Resolution No. 2016-16 on November 16, 2016, and transmitted to the County.

WHEREAS, the Act requires at Government Codes section 66001(d) that a local public agency receiving and expending impact fees make specified findings every 5 years with respect to those impact fees which have been collected and remain unexpended. The purpose of this Resolution is to record the making of such findings by the Board on behalf of the District. The findings to be made are as follows: (a) the purposes to which the impact fees will be put; (b) demonstration of a reasonable relationship between the fee and the purpose for which it is charged; (c) for incomplete improvements, identification of all sources and amounts of funding required to complete such improvements; and (d) for incomplete improvements, an estimate of the approximate dates on which such funding will be deposited into the appropriate account or fund.

WHEREAS, the Board of Directors previously adopted Resolution No. 2016-03 on February 17, 2016, detailing the unexpended balance of fire impact fees as of June 30, 2015, and specifying certain fire capital improvement projects to be funded from unexpended fire impact fees in the future. The Board of Directors now desires to amend that resolution by adoption of this resolution as follows: (1) to detail the unexpended balance of fire impact fees as of June 30, 2016; and (2) to list fire capital improvement projects and associated costs to be funded with fire impact fees in the future; and (3) to list the anticipated date of commencement of construction or acquisition of such projects; and (4) to specify the percentage of project costs to be paid for by unexpended fire impact fees; and (5) to approve the findings required by Government Code section 66001(d) with respect to such projects in this amended Resolution.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

After considering the requirements of the Act, the Fire Master Plan, the Nexus Study, the Annual Report, this Resolution, and the testimony received at this public meeting at which this Resolution was considered, the Board hereby makes the following findings:

1. The Fire Impact Fee Program and the Fire Impact Fees approved in the Nexus Study are for the purposes of funding the cost of those fire and emergency medical facilities, improvements, apparatus and equipment specified in the Fire Master Plan attributable to new residential development in the District.

2. The current unexpended balance of fire impact fees as of June 30, 2016 is specified in the Impact Fee Summary attached hereto as Exhibit A and incorporated herein by this reference. The specific improvement projects, apparatus and equipment to be funded with fire impact fees; the amount and percentage of the anticipated expenditure for each such improvement project, apparatus or equipment out of impact fees; and the anticipated dates of expenditure of such fire impact fees for each such improvement project, apparatus and/or equipment are detailed in that certain Report entitled “Proposed Uses of Fire Developer Impact Fees” attached hereto as Exhibit B and incorporated herein by this reference (the “Proposed Uses Report”).

3. The funding of the proposed improvements, apparatus and equipment meets the purposes for which the fire impact fees are imposed to provide fire suppression and emergency medical facilities, apparatus and equipment necessary to meet the needs of new residential population within the District generated by new residential development and to maintain existing levels of service for new residents of the District.

4. The proposed improvements, apparatus and equipment specified in the Proposed Uses Report are reasonably related to the residential development projects upon which the impact fees have been imposed because such impact fee revenue will be used to expand and extend the useful life of the District’s fire suppression and emergency medical buildings and facilities, and to acquire apparatus and equipment necessary to maintain the existing level fire suppression and emergency medical services for an increased service population and meet the additional demands for such fire suppression and emergency medical services generated by the new residents of such new residential development.

5. The Proposed Uses Report proposes to spend the entire unexpended balance of fire impact fees on those specific facilities, apparatus and equipment detailed in the report in the fiscal years specified. Therefore, there are no incomplete improvement projects for which to make findings pursuant to Government Code section 66001(d)(1)(C) and (D). To the extent that the balance of unexpended fire impact fees is insufficient to fund all of the facilities, apparatus and/or equipment specified in the Proposed Uses Report the District proposes to utilize available equipment replacement funds and General Fund reserves.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting on November 28, 2016, by the following vote of said Board:

November 28, 2016

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Director Greg Stanton, President
Board of Directors

Mary Cahill, Secretary of the Board

**Cameron Park Community Services District
 Development Impact Mitigation Fee Annual Report (Fire)
 for Fiscal Year 2015/16 as of June 30, 2016**

- A. A brief description of the types of fees in the account.

On December 13, 2005 the Board of Supervisors adopted Resolution 357-2005 approving the Cameron Park Community Services District Capital Improvement Plan and establishing development impact fees for the District. The fee was established to fund new facilities and equipment for the District to provide protection services to new development in compliance with the County’s Public Safety and Housing Elements of the General Plan. Resolution 357-2005 superseded Resolution 262-2001 approved on October 2, 2001 which originally established the fee program for the Community Services District.

- B. The amount of the fee

Resolution 357-2005 set the amount of the fee on new development as follows:

Residential - per dwelling unit		Comm/Ind/Inst - per square foot	
Sprinklered	Unsprinklered	Sprinklered	Unsprinklered
\$2,678.00	\$2,678.00	\$1.49	\$1.49

- C. The beginning and ending balance of the account. Please see table below and the attached County format for monthly detail and balances.
- D. The amount of fees collected. Please see table below and the attached County format for monthly detail and balances.

EXHIBIT A

	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Beginning of Year Balance	1,580,770.97	1,265,488.47	1,290,027.29	1,249,644.52	1,259,787.23
Revenue					
Dev Fees Collected	0.00	21,985.34	36,239.46	6,697.00	10,712.00
Interest Earned	3,515.50	2,553.48	2,462.13	3,445.71	5,429.12
Accounting Adjustment			117.47		
Total Revenue	3,515.50	24,538.82	38,819.06	10,142.71	16,141.12
Expenditures					
Public Improvement Exp	318,798.00	0.00	79,201.83	0.00	0.00
Transfer to Operations					
Accounting Adjustment					
Accounting Charges	0.00	0.00			
Total Expenditures	318,798.00	0.00	79,201.83	0.00	0.00
Year End Balance	1,265,488.47	1,290,027.29	1,249,644.52	1,259,787.23	1,275,928.35

- E. Identification of each public improvement on which fees were expended and the amount of the expenditure on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

Date	Public Improvement	Amount	% Funded with Fees
Aug-2011	Type III Fire Engine	\$318,798.00	100%
Sep-2013	Additional Equipment for Type III Fire Engine	\$79,201.83	100%

- F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete.

A list of proposed capital improvement projects to be funded with unexpended Fire Impact Fees are listed on the attached Exhibit B along with anticipated dates for acquisition or commencement of construction, and the percentage of anticipated cost to be funded with Fire Impact Fees.

- G. A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expensed, and, in the case of an inter-fund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There have been no inter-fund transfers or loans.

- H. The amount of refunds made.

No refunds have been made from the account.

Cameron Park Community Services District
Proposed use of Fire Impact Fees
Exhibit B - Fire Impact Fees
 Fiscal Years 2015/16 - 2019/20

Item	Estimated Amount	Anticipated Commencement Construction Date	Project Cost Payable by Impact Fees Percentage
Light Vehicles Purchase (2)	\$140,000	2016/17	100%
Station 88	\$315,000	2016/17	100%
Station 88	\$35,000	2017/18	100%
Type 3 Engine	\$490,000	2017/18	100%
Training Facility	\$300,000	2018/19	100%

Source: 2015-20 Fire Master Plan and Capital Improvement Plan

Project overages will be paid for by future fee receipts, equipment replacement fund or General Fund reserves.

**RESOLUTION NO. 2016-03
OF THE BOARD OF DIRECTORS
OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT
FEBRUARY 17, 2016**

**RESOLUTION MAKING FINDINGS REGARDING
UNEXPENDED FIRE IMPACT FEES**

WHEREAS, AB 1600 known as the Mitigation Fee Act was adopted and codified in California Government Code Section 66000 et seq. (the “Act”) allowing the establishing, increasing or imposing of a development fee as a condition of approval of a development project to offset the impacts of such project on a local government and its residents in those cases in which the purpose and use of the fee are identified and a reasonable relationship between the use of the fee and the type of development project on which the fee is imposed is demonstrated; and

WHEREAS, the Board of Supervisors of the County of El Dorado (“Board of Supervisors”), by Ordinance Number 3991, added Chapter 13, Section 20 of the El Dorado County Code (the “County Ordinance”) authorized the imposition of fire and emergency medical impact mitigation fees (“Fire Impact Fees”) on new development within the unincorporated area of the Cameron Park Community Services District (the “District”) in order to fund fire suppression and emergency medical facilities, apparatus and equipment necessary to mitigate the impacts on the District and its residents caused by new development; and

WHEREAS, the County Ordinance permits the County to collect such impact fees on behalf of impacted districts such as the District authorized by law to provide fire and emergency medical services, and transmitting such impact fees to the District for expenditure for such purposes, provided that the County and the District enter into a written agreement regarding the collection process for such impact fees through the County’s building permit process and the payment of certain administrative charges to the County by the District to reimburse the County’s costs of imposing and collecting such impact fees. The County and District have entered into such an agreement.

WHEREAS, the District Board of Directors (the “Board”) considered and approved on August 19, 2015, a Fire Department Master Plan and Capital Improvement Plan dated August, 2015 prepared by Mintier Harnish Planning Consultants of Sacramento (the “Fire Master Plan”). The Fire Master Plan specifies the improvements, facilities, apparatus and equipment that may be funded with fire impact fees and other revenues available to the District during the following five (5) years.

WHEREAS, the District Board considered and approved on September 16, 2015 a Fire Impact Fee Nexus Study prepared by SCI Consulting Group dated September 2015 (“Nexus Study”) that provides the required information to update the District’s fire impact fees.

WHEREAS, the Act at Government Code section 66006(b) requires the District to prepare an annual report regarding the collection and use of impact fees which specifies the following: (a) the type and amount of the impact fee; (b) the beginning and ending balance of the impact fee account; (c) the amount of impact fees collected and interest earned during the year; (d) identification of each public improvement on which impact fees were expended, the amount of expenditures on each improvement, and the total percentage of the cost of each such improvement funded with impact fees; (e) for incomplete public improvements for which sufficient funds have been collected, the approximate date of commencement of construction; (f) a description of any inter-fund transfers or loans made from the impact fee account; and (g) the amount of any refunds of impact fees (the "Annual Report"). The District has prepared the Annual Report for fire impact fees for Fiscal Year 2014-15 which also includes data for the preceding four (4) fiscal years, which is attached hereto as Exhibit A and incorporated herein by this reference.

WHEREAS, the Act requires at Government Codes section 66001(d) that a local public agency receiving and expending impact fees make specified findings every 5 years with respect to those impact fees which have been collected and remain unexpended. The purpose of this Resolution is to record the making of such findings by the Board on behalf of the District. The findings to be made are as follows: (a) the purposes to which the impact fees will be put; (b) demonstration of a reasonable relationship between the fee and the purpose for which it is charged; (c) for incomplete improvements, identification of all sources and amounts of funding required to complete such improvements; and (d) for incomplete improvements, an estimate of the approximate dates on which such funding will be deposited into the appropriate account or fund.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

After considering the requirements of the Act, the Fire Master Plan, the Nexus Study, the Annual Report, this Resolution, and the testimony received at this public meeting at which this Resolution was considered, the Board hereby makes the following findings:

1. The Fire Impact Fee Program and the Fire Impact Fees approved in the Nexus Study are for the purposes of funding the cost of those fire and emergency medical facilities, improvements, apparatus and equipment specified in the Fire Master Plan attributable to new residential development in the District.

2. The current unexpended balance of fire impact fees, the specific improvement projects, apparatus and equipment to be funded with fire impact fees, the amount of the anticipated expenditure for each such improvement project, apparatus or equipment, and the anticipated dates of expenditure of such fire impact fees for each such improvement project, apparatus and/or equipment are detailed in that certain Report entitled "Proposed Uses of Fire Developer Impact Fees" attached hereto as Exhibit B and incorporated herein by this reference (the "Proposed Uses Report").

3. The funding of the proposed improvements, apparatus and equipment meets the purposes for which the fire impact fees are imposed to provide fire suppression and emergency medical facilities, apparatus and equipment necessary to meet the needs of new residential population within the District generated by new residential development and to maintain existing levels of service for new residents of the District.

4. The proposed improvements, apparatus and equipment specified in the Proposed Uses Report are reasonably related to the residential development projects upon which the impact fees have been imposed because such impact fee revenue will be used to enhance and extend the useful life of the District's fire suppression and emergency medical facilities, and to acquire apparatus and equipment necessary to maintain the existing level fire suppression and emergency medical services for an increased service population and meet the additional demands for such fire suppression and emergency medical services generated by the new residents of such new residential development.

5. The Proposed Uses Report proposes to spend the entire unexpended balance of fire impact fees on those specific facilities, apparatus and equipment detailed in the report in the fiscal years specified. Therefore there are no incomplete improvement projects for which to make findings pursuant to Government Code section 66001(d)(1)(C) and (D). To the extent that the balance of unexpended fire impact fees is insufficient to fund all of the facilities, apparatus and/or equipment specified in the Proposed Uses Report the District proposes to utilize available equipment replacement funds and General Fund reserves.

6. The Annual Report attached hereto as Exhibit A specifying the beginning and ending balances of the fire impact fee account and the expenditures and revenues accrued to that account over the period of five (5) fiscal years ending in Fiscal Year 2014-15 is hereby approved.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting on February 17, 2016, by the following vote of said Board:

February 17, 2016

AYES: GS, MM, AB, ~~SM~~, HM
NOES: None
ABSTAIN: None
ABSENT: ~~None~~ SM

ATTEST:


Director Greg Stanton, President
Board of Directors



Mary Cahill, Board Secretary
Board of Directors

Exhibit 3

Cameron Park Community Services District

Proposed use of Fire Developer Impact Fees

Fund Balance as of June 30, 2015: \$1,259,787

<u>Project Description</u>	<u>Amount</u>	<u>Year</u>
Light Vehicles purchase (2)	\$140,000	2016-17
Station 88	\$315,000	2016-17
Station 88	\$35,000	2017-18
Type 3 Engine	\$490,000	2017-18
Training Facility	\$300,000	2018-19
Total	\$1,280,000	

Source: 2015-20 Fire Master Plan and Capital Improvement Plan

Project overages will be paid for by future fee receipts, equipment replacement fund or General Fund reserves.

*Cameron Park
Community Services District*

Agenda Transmittal

DATE: November 28, 2016

FROM: Mary Cahill, General Manager

AGENDA ITEM #2: **AMEND PARKS IMPACT FEE FINDINGS WITH RESOLUTION NO. 2016-20**

RECOMMENDED ACTION: Receive, Discuss and Adopt Resolution No. 2016-20 with Board Poll Vote Amending Parks Impact Fee Findings in Resolution No. 2016-08, Adopted on April 20, 2016

BUDGET ACCOUNT: N/A
BUDGET IMPACT: N/A

The Cameron Park Community Services District Board of Directors adopted Resolution No. 2016-08 at its meeting of April 20, 2016 (see Exhibit 2). In the packet was the Proposed use of Parks Developer Impact Fees (see Exhibit 3). The resolution and list of items were submitted to El Dorado County.

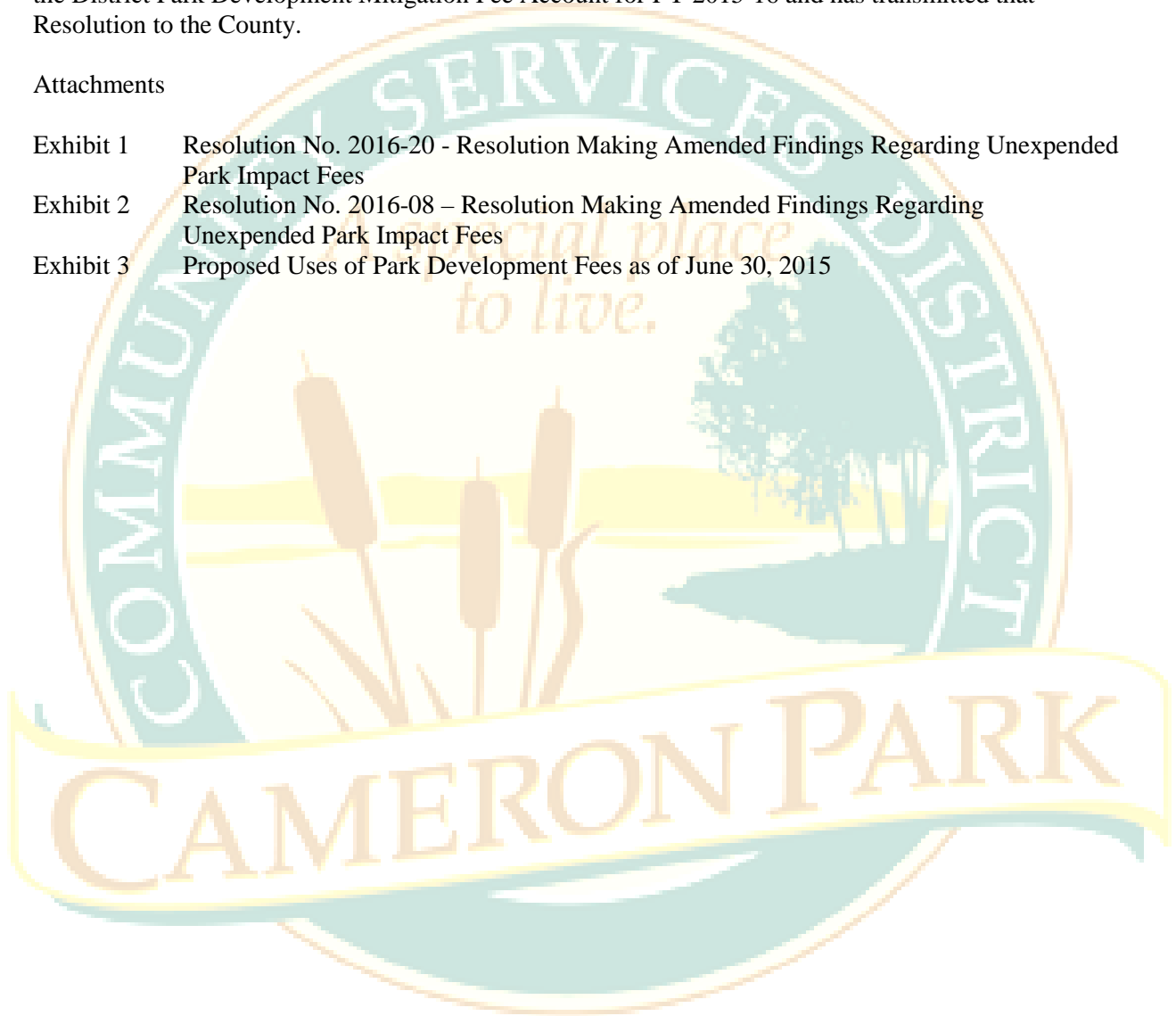
On November 17, 2016 the General Manager and District legal counsel met with County staff and County Counsel regarding the District's prior resolutions and findings in light of litigation faced by the County with respect to its impact fee programs. County staff advised that five year findings from this District are due every five years beginning with the first date of funding in each program, which would mean that the next five-year findings resolution from the District for park impact fees would be due as of December 31, 2018 for FY 2017-18. Therefore, the prior resolution adopted by this Board approving five-year findings as of June 30, 2015 is early. County staff urged that the District update its accounting for unexpended park impact fees to June 30, 2016, and update the list of projects with this resolution to avoid potential litigation. County's staff indicated that they would treat this resolution as satisfying the five-year findings reporting requirement for the District as of June 30, 2018. District staff and legal counsel concur that the adoption of this resolution is advisable. However, District staff and legal counsel also recommend that the District adopt another resolution adopting five-year findings as of June 30, 2018.

Draft Resolution No. 2016-20 has been revised to update the park impact fee summary of park impact fee revenues, expenditures, and unexpended balance as of June 30, 2016, including balances for the last five fiscal years (see Exhibit 1). A revised list of "Proposed Use of Parks Development Impact Fees" is also attached to Resolution No. 2016-20, which modifies the projects to be funded with the unexpended balance of park impact fees, projects the date for expenditure of those fees and commencement of the construction of those projects, and specifies the percentage of the cost of such projects to be funded with the unexpended balance of such park impact fees.

The county also has an annual reporting requirement that the District provide an annual accounting of the park impact fee account specifying the beginning and ending balances for such account, the amount of expenditures and revenues received in each account during the year, the types of equipment or facilities up on which such impact fees were expended, the percentage of the cost of each improvement funded with impact fees, the commencement date for construction of those facilities for which the District determines adequate funds have been received to fund construction costs, the amounts of any interfund transfers, and the amount of any refunds. The District has already approved Resolution No. 2016-18 at its regular meeting on November 16, 2016 approving the Annual Report of Revenues and Expenditures in the District Park Development Mitigation Fee Account for FY 2015-16 and has transmitted that Resolution to the County.

Attachments

- Exhibit 1 Resolution No. 2016-20 - Resolution Making Amended Findings Regarding Unexpended Park Impact Fees
- Exhibit 2 Resolution No. 2016-08 – Resolution Making Amended Findings Regarding Unexpended Park Impact Fees
- Exhibit 3 Proposed Uses of Park Development Fees as of June 30, 2015



**RESOLUTION NO. 2016-20
OF THE BOARD OF DIRECTORS
OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT
NOVEMBER 28, 2016**

**RESOLUTION MAKING AMENDED FINDINGS REGARDING
UNEXPENDED PARK IMPACT FEES**

WHEREAS, AB 1600 known as the Mitigation Fee Act was adopted and codified in California Government Code Section 66000 et seq. (the “Act”) allowing the establishing, increasing or imposing of a development fee as a condition of approval of a development project to offset the impacts of such project on a local government and its residents in those cases in which the purpose and use of the fee are identified and a reasonable relationship between the use of the fee and the type of development project on which the fee is imposed is demonstrated; and

WHEREAS, the Board of Supervisors of the County of El Dorado (“Board of Supervisors”), by Ordinance Number 4404, added Chapter 13, Section 30 of the El Dorado County Code (the “County Ordinance”) which authorized the imposition of park and recreation impact mitigation fees (“Park Impact Fees”) on new development within the unincorporated area of the Cameron Park Community Services District (the “District”) in order to fund park and recreational facilities and equipment necessary to mitigate the impacts on the District and its residents caused by new development; and

WHEREAS, the County Ordinance permits the County to collect such impact fees on behalf of impacted districts such as the District authorized by law to provide park and recreational services, and transmitting such impact fees to the District for expenditure for such purposes , provided that the County and the District enter into a written agreement regarding the collection process for such impact fees through the County’s building permit process and the payment of certain administrative charges to the County by the District to reimburse the County’s costs of imposing and collecting such impact fees; and

WHEREAS, the County and the District first entered into such an agreement on September 15, 1997; and

WHEREAS, the District Board of Directors (the “Board”) considered and approved on May 14, 2014, a Parks and Recreation Master Plan update dated May 14, 2014 prepared by Foothill and Associates (the “Park and Recreation Master Plan”). The Park and Recreation Master Plan specifies the improvements and equipment that may be funded with park impact fees and other revenues available to the District during the following ten (10) years.

WHEREAS, the District Board considered and approved on November 18, 2015 a Park Impact Fee Nexus Study prepared by SCI Consulting Group dated November 2015 (“Nexus Study”) that provides the required information to update the District’s park impact fees.

WHEREAS, the Act at Government Code section 66006(b) requires the District to prepare an annual report regarding the collection and use of impact fees which specifies the following: (a) the type and amount of the impact fee; (b) the beginning and ending balance of the impact fee account; (c) the amount of impact fees collected and interest earned during the year; (d) identification of each public improvement on which impact fees were expended, the amount of expenditures on each improvement, and the total percentage of the cost of each such improvement funded with impact fees; (e) for incomplete public improvements for which sufficient funds have been collected, the approximate date of commencement of construction; (f) a description of any inter-fund transfers or loans made from the impact fee account; and (g) the amount of any refunds of impact fees (the “Annual Report”). The District has prepared the Annual Report for park impact fees for Fiscal Year 2015-16 which also includes data for the preceding four (4) fiscal years, which was approved by the Board of Directors by Resolution No. 2016-18 on November 16, 2016 and transmitted to the County.

WHEREAS, the Act requires at Government Codes section 66001(d) that a local public agency receiving and expending impact fees make specified findings every 5 years with respect to those impact fees which have been collected and remain unexpended. The purpose of this Resolution is to record the making of such findings by the Board on behalf of the District. The findings to be made are as follows: (a) the purposes to which the impact fees will be put; (b) demonstration of a reasonable relationship between the fee and the purpose for which it is charged; (c) for incomplete improvements, identification of all sources and amounts of funding required to complete such improvements; and (d) for incomplete improvements, an estimate of the approximate dates on which such funding will be deposited into the appropriate account or fund.

WHEREAS, the Board of Directors previously adopted Resolution No. 2016-08 on April 20, 2016, detailing the unexpended balance of park impact fees as of June 30, 2015, and specifying certain park and recreational projects to be funded from unexpended park impact fees in the future. The Board of Directors now desires to amend that resolution by adoption of this resolution as follows : (1) to detail the unexpended balance of park impact fees as of June 30, 2016; and (2) to list park capital improvement projects and associated costs to be funded with park impact fees in the future; and (3) to list the anticipated date of commencement of construction of such projects; and (4) to specify the percentage of project costs to be paid for by unexpended park impact fees; and (5) to approve the findings required by Government Code section 66001(d) with respect to such projects in this amended Resolution.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

After considering the requirements of the Act, the Park and Recreation Master Plan, the Nexus Study, the Annual Report, this Resolution, and the testimony received at this public meeting at which this Resolution was considered, the Board hereby makes the following findings:

1. The Park Impact Fee Program and the Park Impact Fees approved in the Nexus Study are for the purposes of funding the cost of those park and recreational facilities, open space, and trail development specified in the Park and Recreational Master Plan attributable to new residential development in the District.

2. The current unexpended balance of park impact fees are detailed in the Impact Fee Summary attached hereto as Exhibit A and incorporated herein by this reference. The specific improvement projects to be funded with park impact fees, the amount of the anticipated expenditure for each such improvement project, and the anticipated dates of expenditure of such park impact fees for each such improvement project are detailed in the Parks Capital Improvement List attached hereto as Exhibit B and incorporated herein by this reference.

3. The development of the proposed projects meets the purposes for which the park impact fees are imposed to provide park and recreational facilities to meet the needs of new residential population within the District generated by new residential development and to maintain existing levels of service for new residents of the District.

4. The improvement projects specified in the Parks Capital Improvement List are reasonably related to the residential development projects upon which the impact fees have been imposed because such impact fee revenue will be used to provide new recreational facilities, planning costs for construction of new trails and parks, new lighting and security equipment for recreational facilities, and new improvements to existing facilities to maintain the existing level of service for an increased service population and meet the additional demands for such facilities generated by the new residents of such new residential development.

5. The Parks Capital Improvement List proposes to spend the entire unexpended balance of park impact fees on those specific improvement projects detailed in the report in the amounts and in the fiscal years specified. To the extent that some of the projects included in the Parks Capital Improvement List require funding from sources other than park impact fees, it is anticipated that such additional funding will be available from the District's General Fund or various funds held by the District's Landscaping and Lighting Assessment Districts within the next two fiscal years.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting on November 28, 2016, by the following vote of said Board:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Director Greg Stanton, President
Board of Directors

Mary Cahill, Secretary of the Board

Cameron Park Community Services District
Development Impact Mitigation Fee Annual Report (Parks)
for Fiscal Year 2015-16 as of June 30, 2016

- A. A brief description of the types of fees in the account.

In 2007 the Board of Supervisors approved Park Impact Fees (AB 1600 Fees) for the Cameron Park Community Services District. The purpose of the fee is to fund the cost of parkland development and construction of community use facilities.

- B. The amount of the fee

The following fees were adopted for new residential development:

AB 1600 Fee Schedule	Parkland Acquisition Fee	Park Facilities Fee	Total Fees
Single Family Detached	\$3,037	\$4,984	\$8,021
Single Family Attached	\$2,248	\$3,690	\$5,938
Multi-Family Unit	\$2,325	\$3,816	\$6,141
Mobile Home Unit	\$1,503	\$2,467	\$3,970

- C. The beginning and ending balance of the account. Please see table below and the attached County format for monthly detail and balances
- D. The amount of fees collected. Please see table below and the attached County format for monthly detail and balances

<i>Impact Fee Summary</i>	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Cash Balance Beginning of Fiscal Year	85,479.08	85,704.64	117,961.57	182,428.52	223,041.27
Revenue					
Development Fees Collected		32,084.00	64,168.00	40,105.00	80,210.00
Interest Earned	225.56	172.93	298.95	507.75	1,093.35
Accounting Adjustment					
Total Revenue	225.56	32,256.93	64,466.95	40,612.75	81,303.35
Expenditures					
Public Improvement Expenditures					
Transfer to Operations					
Accounting Adjustment					
Accounting Charges					
Total Expenditures	0.00	0.00	0.00	0.00	0.00
Year End Close Cash Balance	85,704.64	117,961.57	182,428.52	223,041.27	304,344.62

- E. Identification of each public improvement on which fees were expended and the amount of the expenditure on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.

There have been no expenditures of Parks AB 1600 Fee money in the five years.

- F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement, and the public improvement remains incomplete.

A list of proposed public improvement projects to be funded with unexpended Park Impact Fees are listed on the attached Exhibit B, together with anticipated dates for commencement of construction and the percentage of anticipated costs to be funded with Park Impact Fees .

- G. A description of each inter-fund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expensed, and, in the case of an inter-fund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan.

There have been no inter-fund transfers or loans.

- H. The amount of refunds made.

No refunds have been made from the account.

Cameron Park Community Services District
Proposed use of Parks Development Impact Fees
Exhibit B - Park Impact Fees
 Fiscal Years 2015/16 - 2019/20

Item	Estimated Amount	Anticipated Commencement Construction Date	Project Cost Payable by Impact Fees Percentage
New Community Information Station	\$60,000	2016/17	100%
New Sport Courts/Features	\$30,000	2016/17	100%
New Security Cameras for Parks	\$15,000	2016/17	100%
New Picnic Tables	\$20,000	2016/17	100%
New Concession Center at the Community Center	\$20,000	2017/18	100%
New Park Lighting	\$60,000	2017/18	100%
New Entrance Cameron Park Lake	\$30,000	2017/18	100%
New Shade Structures	\$50,000	2017/18	100%
New Storage	\$20,000	2017/18	100%
New Concession Deck at Cameron Park Lake	\$15,000	2018/19	100%
New Exercise Stations at Parks	\$30,000	2018/19	100%
Consulting Services			
50% New Population/50% Existing			
Plans for Park Improvements	\$20,000	2016/17	50%
50% of estimated amount = \$10,000			
Trail Master Plan	\$10,000	2016/17	50%
Picnic Area Improvement - Cameron Park Lake and Parks	\$20,000	2017/18	100%
50% of estimated amount = \$10,000			

**RESOLUTION NO. 2016-08
OF THE BOARD OF DIRECTORS
OF THE CAMERON PARK COMMUNITY SERVICES DISTRICT
APRIL 20, 2016**

**RESOLUTION MAKING AMENDED FINDINGS REGARDING
UNEXPENDED PARK IMPACT FEES**

WHEREAS, AB 1600 known as the Mitigation Fee Act was adopted and codified in California Government Code Section 66000 et seq. (the “Act”) allowing the establishing, increasing or imposing of a development fee as a condition of approval of a development project to offset the impacts of such project on a local government and its residents in those cases in which the purpose and use of the fee are identified and a reasonable relationship between the use of the fee and the type of development project on which the fee is imposed is demonstrated; and

WHEREAS, the Board of Supervisors of the County of El Dorado (“Board of Supervisors”), by Ordinance Number 4404, added Chapter 13, Section 30 of the El Dorado County Code (the “County Ordinance”) which authorized the imposition of park and recreation impact mitigation fees (“Park Impact Fees”) on new development within the unincorporated area of the Cameron Park Community Services District (the “District”) in order to fund park and recreational facilities and equipment necessary to mitigate the impacts on the District and its residents caused by new development; and

WHEREAS, the County Ordinance permits the County to collect such impact fees on behalf of impacted districts such as the District authorized by law to provide park and recreational services, and transmitting such impact fees to the District for expenditure for such purposes, provided that the County and the District enter into a written agreement regarding the collection process for such impact fees through the County’s building permit process and the payment of certain administrative charges to the County by the District to reimburse the County’s costs of imposing and collecting such impact fees; and

WHEREAS, the County and the District first entered into such an agreement on September 15, 1997; and

WHEREAS, the District Board of Directors (the “Board”) considered and approved on May 14, 2014, a Parks and Recreation Master Plan update dated May 14, 2014 prepared by Foothill and Associates (the “Park and Recreation Master Plan”). The Park and Recreation Master Plan specifies the improvements and equipment that may be funded with park impact fees and other revenues available to the District during the following ten (10) years.

WHEREAS, the District Board considered and approved on November 18, 2015 a Park Impact Fee Nexus Study prepared by SCI Consulting Group dated November 2015 (“Nexus Study”) that provides the required information to update the District’s park impact fees.

WHEREAS, the Act at Government Code section 66006(b) requires the District to prepare an annual report regarding the collection and use of impact fees which specifies the following: (a) the type and amount of the impact fee; (b) the beginning and ending balance of the impact fee account; (c) the amount of impact fees collected and interest earned during the year; (d) identification of each public improvement on which impact fees were expended, the amount of expenditures on each improvement, and the total percentage of the cost of each such improvement funded with impact fees; (e) for incomplete public improvements for which sufficient funds have been collected, the approximate date of commencement of construction; (f) a description of any inter-fund transfers or loans made from the impact fee account; and (g) the amount of any refunds of impact fees (the "Annual Report"). The District has prepared the Annual Report for park impact fees for Fiscal Year 2014-15 which also includes data for the preceding four (4) fiscal years, which was approved by the Board of Directors by resolution on February 17, 2016 and transmitted to the County.

WHEREAS, the Act requires at Government Codes section 66001(d) that a local public agency receiving and expending impact fees make specified findings every 5 years with respect to those impact fees which have been collected and remain unexpended. The purpose of this Resolution is to record the making of such findings by the Board on behalf of the District. The findings to be made are as follows: (a) the purposes to which the impact fees will be put; (b) demonstration of a reasonable relationship between the fee and the purpose for which it is charged; (c) for incomplete improvements, identification of all sources and amounts of funding required to complete such improvements; and (d) for incomplete improvements, an estimate of the approximate dates on which such funding will be deposited into the appropriate account or fund.

WHEREAS, the Board of Directors previously adopted Resolution No. 2016-04 on February 17, 2016 approving the Annual Report and specifying certain park and recreational projects to be funded from unexpended park impact fees, and now desires to amend that list of park capital improvement projects and associated costs and approve the findings required by Government Code section 66001(d) with respect to such projects in this amended Resolution.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

After considering the requirements of the Act, the Park and Recreation Master Plan, the Nexus Study, the Annual Report, this Resolution, and the testimony received at this public meeting at which this Resolution was considered, the Board hereby makes the following findings:

1. The Park Impact Fee Program and the Park Impact Fees approved in the Nexus Study are for the purposes of funding the cost of those park and recreational facilities, open space, and trail development specified in the Park and Recreational Master Plan attributable to new residential development in the District.

2. The current unexpended balance of park impact fees, the specific improvement projects to be funded with park impact fees, the amount of the anticipated expenditure for each such improvement project, and the anticipated dates of expenditure of such park impact fees for each such improvement project are detailed in the Proposed use of Parks Development Impact Fees attached hereto as Exhibit A and incorporated herein by this reference.

3. The development of the proposed projects meets the purposes for which the park impact fees are imposed to provide park and recreational facilities to meet the needs of new residential population within the District generated by new residential development and to maintain existing levels of service for new residents of the District.

4. The improvement projects specified in the Proposed use of Parks Development Impact Fees are reasonably related to the residential development projects upon which the impact fees have been imposed because such impact fee revenue will be used to provide new recreational facilities, planning costs for construction of new trails and parks, new lighting and security equipment for recreational facilities, and new improvements to existing facilities to maintain the existing level of service for an increased service population and meet the additional demands for such facilities generated by the new residents of such new residential development.

5. The Proposed use of Parks Development Impact Fees proposes to spend the entire unexpended balance of park impact fees on those specific improvement projects detailed in the report in the amounts and in the fiscal years specified. To the extent that some of the projects included in the Proposed use of Parks Development Impact Fees require funding from sources other than park impact fees, it is anticipated that such additional funding will be available from the District's General Fund within the next two fiscal years.

PASSED AND ADOPTED by the Board of Directors of the Cameron Park Community Services District at a regularly scheduled meeting on April 20, 2016, by the following vote of said Board:

April 20, 2016

AYES: GS, MM, AB, SM, ~~HM~~
NOES: None
ABSTAIN: None
ABSENT: ~~None~~ HM

ATTEST:


Director Greg Stanton, President
Board of Directors


Mary Cahill, Secretary to the Board

**Cameron Park Community Services District
Proposed use of Parks Development Impact Fees**

Park Impact Fees

Fiscal Years 2015/16 - 2019/20

Item	Estimated Amount	Impact Fee Portion
Trail - Master Plan - Consultant	\$10,000	100%
*Plans for Park Improvements - Consultant	\$20,000	50%
50% of estimated amount = \$10,000		
New Concession Center at the Community Center	\$20,000	100%
New Concession Deck at Cameron Park Lake	\$15,000	100%
New Community Information Stations	\$40,000	100%
Cameron Park Lake		
Community Center		
Rasmussen Park		
Christa McAuliffe Park		
Adding New Picnic Tables	\$20,000	100%
*Picnic Area Improvement - Cameron Park Lake and Parks	\$20,000	50%
50% of estimated amount = \$10,000		
New Entrance Cameron Park Lake	\$30,000	100%
Portable Lights for use at Multiple Parks	\$40,000	100%
Electronic Scoreboard - Rasmussen Park	\$10,000	100%
New Truck for Parks Department	\$20,000	100%
Interpretive Signage	\$20,000	100%
Exercise Stations at Parks	\$30,000	100%
Park Course		
Mobile Ap		
Disc Golf Course - Park Location to be Determined	\$30,000	100%
Security Cameras for Parks	\$15,000	100%
New Golf Cart - Park Vehicle	\$10,000	100%
New Storage	\$20,000	100%
New Shade Structures	\$50,000	100%
Cameron Park Lake		
Community Center		
Parks		
Subtotal	<u>\$420,000</u>	
Minus \$20,000 for 50% of	20,000	
Plans for Park Improvements - Consultant		
Picnic Area Improvement - Cameron Park Lake and Parks		
Total	<u><u>\$400,000</u></u>	

Cameron Park Community Services District

Proposed use of Parks Developer Impact Fees

Fund Balance as of June 30, 2015: \$283,073

<u>Project Description</u>	<u>Amount</u>	<u>Year</u>
Rasmussen parking lot resurfacing	\$55,000	2015-16
Replace Cameron Park Lake lagoon lining	\$32,000	2015-16
Community Center Storage Structures	\$20,000	2015-16
Replace Community Center Pool Pump	\$10,000	2015-16
Golf Cart at Cameron Park Lake	\$10,000	2015-16
Replacement Cameron Park Lake Dock	\$20,000	2016-17
Christa McAuliffe parking lot resurfacing	\$20,000	2016-17
Cameron Park Lake Tennis Court resurfacing	\$30,000	2016-17
Cameron Park Lake Dam/Spillway replacement	\$34,000	2017-18
Community Center Pool Concessions Relocation	\$35,000	2017-18
Cameron Park Lake lagoon pump filters	\$18,000	2017-18
Total	\$284,000	

Source: 2015-16 amended budget; 2016-17, 2017-18 from Browning Reserve Study
 Project overages will be paid for by future fee receipts or General Fund reserves.