



CAPITAL IMPROVEMENTS ADVISORY COMMITTEE MEMORANDUM

FROM: The Office of the City Manager **DATE:** January 17, 2019
SUBJECT: Consideration and/or action regarding a minor revision to the Impact Fee Study and Impact Fee Schedule.
PRESENTER: Caroline Waggoner, Public Works Director

SUMMARY:

Staff requests the Capital Improvements Advisory Committee approve a minor revision to the current Impact Fee Study and Impact Fee Schedule

GENERAL DESCRIPTION:

In December 2017, CIAC recommended approval of an updated Impact Fee Study. In January 2018, City Council approved the current Water and Wastewater Impact Fee Study and adopted new impact fee rates for the city.

Since that time, two items have been discovered that need correction. The first item is the Service Unit Equivalency (SUE) Table within the Impact Fee Study itself. The purpose of the table is to lay out the unit equivalents for each meter size. The SUE has a direct mathematical relationship with the meter capacity, which is in turn directly related to the cross-sectional area of the meter orifice. In the current study, the SUE for a 4" meter is shown to be 10.67, whereas the correct figure is 16.67. Of the city's over 21,000 water meters, only 17 are the 4" size. The correction in the study and ordinance will not affect any current services, but would mean that any new 4" meter applications would be subject to the correct service unit equivalent and subsequent fee rates. There are seven pages in the Impact Fee document that need to be replaced as a result of this SUE correction.

The second item to be corrected is the fee table included in the ordinance. Because the Service Unit Equivalency (SUE) table in the impact fee study is used to calculate impact fee amounts, the correcting of the 4" meter SUE results in a slight adjustment in the maximum water and sewer impact fee rates.



	Adopted Maximum Impact Fee	Corrected Maximum Impact Fee
Water	\$1,858	\$1,851
Wastewater	\$1,215	\$1,210

Note that, because the water and wastewater impact fee rates were proposed to increase incrementally, with the maximum rate being assessed in 2020, there have been no incorrect fees collected to date.

RECOMMENDATION:

Authorize the chairperson to report to the City Council that there are not any perceived inequities in implementing the plan or imposing the revised impact fee schedule.