



CITY OF TWIN FALLS
DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE
MINUTES
Thursday, November 14, 2013 – 11:30p.m. Special Meeting
City Council Chambers
305 3rd Avenue East – Twin Falls, Idaho

AGENDA

DEVELOPMENT IMPACT FEE ADVISORY COMMITTEE MEMBERS:

John Bonnett Chairman	Kent Collins	Jeff Gooding	Vacant	Tony Hughes	Brent Jussel Vice- Chairman	Dusty Tenney	Doug Vollmer	Brad Wills
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Members Present: Bonnett, Collins, Gooding, Hughes, Jussel & Tenney

Staff Present: Clark, Hicks, Bowyer, Fields, Humble, Race, Rothweiler, Strickland, Williams

- I. Call Meeting to Order
- II. Consideration of the Minutes from the April 25, 2013 Meeting
- III. Review member terms
- IV. Review and discuss the Fiscal Year 2013 Impact Fee Financial Report
- V. Discuss recommendation to the City Council regarding the fee increase scheduled for January 1, 2014
- VI. Discuss updates/changes to CIP program
- VII. Next Committee meeting
- VIII. Adjourn

Si desea esta información en español, llame Leila Sanchez al (208) 735-7287

**Any person(s) needing special accommodations to participate in the above noticed meeting should contact Lisa Strickland at (208) 735-7267 at least two working days before the meeting.*

I. Call Meeting to Order

II. Consideration of the Minutes from the April 25, 2013 Meeting

The minutes from the last meeting are attached and ready for your approval.

Motion:

Member Gooding moved to approve the minutes, Member Hughes seconded the motion.

[Unanimously Approved](#)

III. Review Member Terms

We are short one committee member. Also, in March, we have three of our initial Committee members whose time on our committee will be expiring. Kent, Jeff, and Doug have all been on the committee since it was first created. All three are not eligible for reappointment. That means that before our April meeting, we will need to fill four vacancies on the committee. At least two of those vacancies need to be people who actively work in a building or development related field.

2013 Development Impact Fee Advisory Committee Membership

City Code 2-10-3(A): There shall be (9) voting members of said Committee, to be appointed by the Mayor and confirmed by the City Council. Four (4) or more members shall be active in the business of development, building or real estate.

Name	Related Business	Term	Contact Information
Kent Collins	Yes - Realtor	Second full term expires 3/2014	kent@prudentialidahohomes.com
Jeff Gooding	Yes - Builder	Second full term expires 3/2014	jgooding@pmt.org
Doug Vollmer	Yes – Developer/Appraiser	Second full term expires 3/2014	doug@areaidaho.com
Dusty Tenney	No	Second full term expires 3/2015	Office: 731-1934 dustytenney@yahoo.com
Brent Jussel Vice-Chairman 2012	No	First full term expires 3/2015	Office: 732-5730 x3006 bjussel@cableone.net
Vacant	-	Term expires 3/2015	-
John Bonnett Chairman 2012	No	Second full term expires 3/2016	Office: 736-9919 johnhbonnett@gmail.com
Brad Wills	Yes – Developer/Builder	First full term expires 3/2016	bradw@willsinc.com bradwills@cox.net
Tony Hughes	Yes - Builder	Second full term expires 3/2016	tony.stonecreek@gmail.com

Chris Talkington	Council Liaison	Appointed as Liaison 1/2012	CTalkington@tfid.org
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IV. Review and discuss the Fiscal Year 2012 Impact Fee Financial Report

The 2013 financial report is provided below for your review. Following your review, staff will prepare the annual impact fee report from the Committee to the City Council and include the financial report below in the annual report.

City of Twin Falls Summary of Impact Fee Activity							
8/19/2013	08-09	09-10	10-11	11-12	(unaudited) 12-13	10/31/2013 13-14	Total
REVENUES:							
Residential Impact Fees-Police	\$ 2,820	\$ 20,924	\$ 16,726	\$ 25,748	\$ 36,926	\$ 4,079	\$ 107,223
Non-resid. Impact Fees-Police	\$ -	\$ 1,644	\$ 5,412	\$ 57,916	\$ 14,015	\$ -	\$ 78,986
Subtotal-Police	<u>\$ 2,820</u>	<u>\$ 22,567</u>	<u>\$ 22,138</u>	<u>\$ 83,665</u>	<u>\$ 50,940</u>	<u>\$ 4,079</u>	<u>\$ 186,209</u>
Residential Impact Fees-Fire	\$ 8,055	\$ 60,063	\$ 47,776	\$ 73,520	\$ 105,271	\$ 11,622	\$ 306,307
Non-resid. Impact Fees-Fire	\$ -	\$ 4,602	\$ 15,150	\$ 155,071	\$ 40,237	\$ -	\$ 215,060
Subtotal-Fire	<u>\$ 8,055</u>	<u>\$ 64,664</u>	<u>\$ 62,927</u>	<u>\$ 228,591</u>	<u>\$ 145,508</u>	<u>\$ 11,622</u>	<u>\$ 521,367</u>
Residential Impact Fees-Streets	\$ 4,065	\$ 30,545	\$ 23,734	\$ 42,530	\$ 51,288	\$ 5,876	\$ 158,038
Non-resid. Impact Fees-Streets	\$ -	\$ 21,773	\$ 46,497	\$ 173,666	\$ 45,750	\$ -	\$ 287,687
Subtotal-Streets	<u>\$ 4,065</u>	<u>\$ 52,319</u>	<u>\$ 70,231</u>	<u>\$ 216,196</u>	<u>\$ 97,038</u>	<u>\$ 5,876</u>	<u>\$ 445,725</u>
Residential Impact Fees-Parks	\$ 9,150	\$ 67,402	\$ 54,270	\$ 82,022	\$ 119,510	\$ 13,189	\$ 345,544
Subtotal-Parks	<u>\$ 9,150</u>	<u>\$ 67,402</u>	<u>\$ 54,270</u>	<u>\$ 82,022</u>	<u>\$ 119,510</u>	<u>\$ 13,189</u>	<u>\$ 345,544</u>
Interest Income	\$ -	\$ 2,137	\$ 1,846	\$ 8,778	\$ 23,444	\$ -	\$ 36,205
	<u>\$ 24,090</u>	<u>\$ 209,089</u>	<u>\$ 211,412</u>	<u>\$ 619,252</u>	<u>\$ 436,440</u>	<u>\$ 34,766</u>	<u>\$ 1,535,050</u>
EXPENDITURES:							
	\$ -	\$ -	\$ -	\$ -	\$ 37,260	\$ 20,236	\$ 57,496
DIFFERENCE:							
	<u>\$ 24,090</u>	<u>\$ 209,089</u>	<u>\$ 211,412</u>	<u>\$ 619,252</u>	<u>\$ 399,180</u>	<u>\$ 14,530</u>	<u>\$ 1,477,554</u>
Streets-Budget for 12-13 less exp.							\$ (334,504)

In addition to the Financial Report above, the Annual Impact Fee Report to the City Council should also include other recommendations from the Committee. City Code requires that the committee:

1. "File periodic reports, at least annually, with respect to the Capital Improvements Plan and report to the governmental entity any perceived inequities in implementing the plan or imposing the development impact fees; and"
2. "Advise the governmental entity of the need to update or revise land use Assumptions, Capital Improvements Plan and Development Impact Fees."

Therefore, the Committee should discuss what, if any, recommendations to make to the City Council in this year's Impact Fee Annual Report. Staff recommends that the Committee discuss this issue and make a recommendation to the Council regarding the Committee's desired updates, if any, to the Land Use Assumptions or Capital Improvement Plans. The Committee's recommendation will be included in the Annual Impact Fee Report to the City Council.

One item that needs to be discussed is the need for a five-year review and potential amendment to the Impact Fee Program. We have begun preparing this five-year update, and that item will be discussed at length during Item VI on today's agenda. The fiscal year report can proceed without a complete recommendation on the five-year update since we're proceeding on that separately.

V. Discuss recommendation to the City Council regarding the fee increase scheduled for January 1, 2014

As recommended by the Committee, the Council allowed the 1/1/13 automatic increase to occur. That was a 2% increase. The current fee schedule is below.

Total Fees	Original		
	Fees	1-Jan-10	1-Jan-13
Single Family (per dwelling unit)	\$ 1,606	\$ 1,623.67	\$ 1,655.53
Multifamily (per dwelling unit)	\$ 1,513	\$ 1,529.64	\$ 1,559.56
Retail (per square foot)	\$ 1.68	\$ 1.70	\$ 1.73
Office (per square foot)	\$ 0.78	\$ 0.79	\$ 0.80
Industrial (per square foot)	\$ 0.67	\$ 0.68	\$ 0.68
Institutional (per square foot)	\$ 0.46	\$ 0.47	\$ 0.47

The Municipal Cost Index percentage change from November 2012 to November 2013 is 1.5%. We won't know exactly what the percent change in January will be until then. As a reminder, the inflation factor built into our impact fee ordinance is there to accommodate for project cost increases. The ordinance is set up so that the increase is automatic, unless the City takes action to prevent the increase from happening. Since the program was adopted, we have allowed two increases to occur and prevented two increases. The Committee should review and make a recommendation to the Council regarding the increase scheduled for January 1, 2014.

Motion:

Member Tenney made a motion to make no recommendation to the City Council. Member Hughes seconded. Members Bonnett, Gooding, Jussel, & Tenney voted in favor of the motion. Members Collins and Hughes voted against the motion.

Motion Passed 4-2

Chairman Bonnett reminded the Committee that by making no recommendation the automatic increase will occur in January.

VI. Discuss updates/changes to the CIP program

We apologize for the delay in providing information for this discussion. Several City staff members have spent significant time reviewing the current capital improvement plans. We are preparing updates to those plans to share with the Committee at the meeting. They are turning out to be more complicated than we expected at first. So, we are going to keep working hard on these updates right up to the last minute. We'll bring what we have to the meeting so the Committee can discuss and provide feedback. We expect that we'll need to have one or more meetings with the Committee to finalize our recommendations to the Council for the resulting program updates.

Discussion Followed:

Police Department

Community Development Director Humble reviewed the Capital Improvement Projects 2008-2023 with the Committee.

Note: Current level of service is 1.59 sworn officers per 1,000 population.

- (1) New Twin Falls Police Station- The space in the current police facility has been determined to be insufficient for the current staff of 96 full time employees. A facility study has concluded that Twin Falls will need to build 32,000 sf of additional space in the next 10 years to be able to accommodate a projected force of 150 FTEs by 2030. Currently the City's 96 police FTEs inhabit 13,960 sf or 145 sf per person. The 36 new officers and support staff projected to be necessitated by growth by 2023 require 5,220 sf, if this additional square footage. CIP Values were calculated using a cost of \$220 per square foot.
- (2) The remaining 26,780 sf of the facility will address existing facility deficiencies, and add additional capacity to respond to the estimated additional 18 officers and support staff projected to be required by growth in 2030. Because the City is over-sizing the police facility to meet projected growth in 2030, the city will be able to collect impact fees from the development occurring in 2023-2030 to recover a portion of that additional capacity.
- (3) Communication Center-Based on Twin Falls' estimated population growth and current communication center investment of \$24.80 per resident, Twin Falls can spend \$370,363 to expand the current facility.
- (4) New Officer Equipment-Each new officer will be issued a hand gun (\$600), rifle (\$2,500) and portable radio (\$1,500). Each new vehicle will be outfitted with a radio (\$2000). Thirty (30) radios, Twenty (20) hand guns and twenty (20) rifles will need to be purchased to outfit the 20 new officers and 10 new patrol vehicles required by projected growth. Twenty-four (24) new officers were projected between 2009 and 2023. Four (4) new officers were added between the years 2009-2014 leaving twenty (20) still needed.
- (5) The cost of the fee study is evenly distributed among all four fee categories.

Fire Department

Community Development Director Humble reviewed the Capital Improvement Projects 2008-2023 with the Committee.

- (1) Station Cost-calculated using a cost of \$150 per square foot for a 10,000 square foot station.
- (2) Communication Center-Based on Twin Falls' estimated population growth and a current communication center investment of \$24.80 per resident, Twin Falls can spend \$370,363 to expand the current facility.
- (3) Cost of impact fee study is evenly distributed among all six impact fee categories.

Parks & Recreation

Community Development Director Humble reviewed the Capital Improvement Projects 2008-2023 with the Committee.

- (1) Current Canyon Rim trail (Snake River and Rock Creek) level of service is 733.5 feet per 1,000 population. City will need 7,744 additional feet of trails to maintain LOS due to growth.
- (2) CIP Value for paved trails is estimated at \$81 per foot for trail and fencing. For unpaved trails, the estimate is \$36 per foot. Fencing need is estimated at 1 foot per 4 feet of trail.
- (3) The cost of the fee study was split evenly between all four fee categories.

Streets

- (1) 0 percent growth indicated there is an existing deficiency.

- (2) The 21% growth-related percentage was determined by dividing the number of incremental trips from 2007 to 2017 by the total number of trips in 2017. This equaled 21%.
- (3) Per the recommendation of the Advisory Committee, the first four arterial street projects are growth-related but not reflected in the impact fee due to the need for Twin Falls to obtain new revenue such as local option sales tax.

Discussion Followed:

The members discussed the resources available for the funding of these projects and reviewed what the final impact would be to the cost of permits pulled. The decision was to review the changes that are being proposed for the CIP list and come back for another meeting or two before the final recommendation is made by City Council.

VII. Next Committee meeting

The next regular meeting date is Thursday, April 24, 2014. However, following our discussion on Item VI, we may schedule a special meeting with the Committee to have further discussions before our next regular meeting in April.

VIII. Adjourn

Chairman Bonnett adjourned the meeting at 1:15pm.

A video of this meeting is available at this location online:

http://twinfalls.granicus.com/MediaPlayer.php?view_id=2&clip_id=133