


**City of Yuba City
Community Development
Staff Report**

Date: December 19, 2006
To: Honorable Mayor and Members of the City Council
From:  Aaron Busch, Community Development Director

Summary

Subject: Approval of an amendment to Goodwin Consulting Group contract for the preparation of updated Development Impact Fees (AB1600 study).

Recommendation: Authorize the City Manager to amend the existing Professional Services contract with Goodwin Consulting Group for the preparation of updated Development Impact Fees (AB1600 study) and approve a related supplemental appropriation in the amount of \$22,000 to account 301-90616.

Alternative: Not applicable

Fiscal Impact: The original budget for this contract was \$105,000. To date, \$97,586.13 has been incurred. The current request is for an additional \$22,000, for a total budget cost of \$127,000. Costs associated with this task will be recovered as part of the updated impact fees.

Background:

The City's existing Development Impact Fees are currently based on the cost amounts needed to provide services within the outdated 1989 General Plan boundaries.

In February of 2005, the City Council approved a Professional Services Agreement with Goodwin Consulting Group to collect and prepare materials concerning the implementation of updated Development Impact Fees in compliance with AB1600. The updated fees are to be based on the costs associated with the development of the capital facilities and infrastructure improvements needed to serve the build out of the 2004 General Plan Update. The new fees would apply to all areas of the General Plan, including the City's Sphere Of Influence. The updated fees will provide funding for: streets; parks; libraries; police and fire services; drainage improvements; and, levee improvements.

Discussion:

Since the approval of the contract with Goodwin Consulting Group, the consultant has been working with the applicable City departments to determine the levels of services to be funded through the updated fees and preparing new fee calculations for those services and infrastructure improvements. During this process, the consultant was requested to make multiple changes to the scope of services and facilities to ensure that there was a rationale nexus between future development in the City and: 1) the use and need of the proposed facilities; and, 2) the amount of the development impact fees assigned to future land uses. On October 12, 2006, a draft Updated AB1600 Fee Study was released to the public for review and comment.

Now that the draft study has been released, staff will begin an extensive public outreach program to ensure that the development community is actively involved with the implementation process. This outreach program will include workshops with the City Council; local builders and developers; the Yuba/Sutter Chamber of Commerce; and, the appropriate City Commissions (i.e. Parks and Recreation and Planning Commissions). The local Building Industry Association (BIA) has advised staff that they have hired their own consultant to perform a peer review of the study and will provide staff with in-depth comments on the study.

The additional funds requested are needed to complete the final fee study which includes preparing necessary revisions and attending the additional public meetings associated with the outreach program. A copy of the proposed amendment from the consultant is attached for review.

Recommendation:

The completion of the updated fee study is a critical component to the successful implantation of the 2004 General Plan. Therefore, staff is requesting that the Council authorize the City Manager to amend the existing Professional Services contract with Goodwin Consulting Group for the preparation of updated Development Impact Fees (AB1600 study) and approve a related supplemental appropriation in the amount of \$22,000 to account 301-90616.

Attachments

1. Proposed Agreement Amendment



Amendment to the Agreement for Professional Services

<i>Project</i>	Yuba City Development Impact Fee Study
<i>Services to be Provided</i>	Additional Services to Update Yuba City's AB 1600 Fee Justification Study
<i>Budget</i>	Not to Exceed \$22,000
<i>Billing</i>	Based on Time and Materials, Monthly Invoice

Scope of Services

Goodwin Consulting Group (GCG) shall provide the services indicated below billed on a time and materials basis not to exceed the identified budget. Additional consulting services beyond those included in the scope of services may be provided within the maximum budget if total hourly billings are less than the budget maximum. The Scope of Services includes the following tasks:

- Provide two additional revisions/updates of the City's fee justification study report. The original Agreement for Professional Services included one draft report and one final report. Whereas the original Agreement included a combined fee report, including sections for Yuba City and Sutter County fees, due to the City's timeline, the final fee report will include findings only for the Yuba City impact fee program.
- Update all impact fees calculations based on final comments from City staff and the City Council. Incorporate all revised facilities, assumptions and costs in the fee study.
- Attend up to four additional meetings with the City staff, the building industry, or public hearings to present the results of the fee study.

City of Yuba City

By: _____

Title _____

Goodwin Consulting Group, Inc.

 Victor Irzyk
 Principal