



CITY OF FERNLEY

CITY COUNCIL AGENDA REPORT

Meeting Date: December 15, 2021

REPORT TO:	Mayor & City Council
REPORT THRU:	Daphne Hooper, City Manager
REPORT BY:	Tim Thompson, Planning Director
REVIEWED BY:	Brandi Jensen, City Attorney
REVIEWED BY:	Denise Lewis, Finance Director

FINANCIAL IMPACT: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	CURRENTLY BUDGETED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A	FUND/ACCOUNT: <u>100-610-320</u>
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ACTION REQUESTED:	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Ordinance
	<input type="checkbox"/> Presentation	<input type="checkbox"/> Receive/File	<input type="checkbox"/> Resolution

AGENDA ITEM:
Consideration and Possible Action to approve a Professional Services Contract with House Moran Consulting, Inc. in an amount not to exceed \$20,000 for the purpose of conducting an Impact Fee Program Feasibility Study.

AGENDA ITEM BRIEF:
This item involves the completion of an Impact Fee Feasibility Study to evaluate the land use data, financial records of existing infrastructure with remaining capacity, and projected costs of new infrastructure requirements under a full build-out scenario. The evaluation will help determine if an effective Impact Fee System can be implemented in conformance with the requirements of Nevada Revised Statutes Chapter 278B – “Impact Fees for New Development”.

RECOMMENDED MOTION:
“I move to approve the Professional Services Contract with House Moran Consulting, Inc. in an amount not to exceed \$20,000 as presented.”

Business Impact (per NRS Chapter 237):

A Business Impact Statement is Attached.

A Business Impact Statement is Not Required because:

this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B);

See Attached Report for Background/Analysis/Alternatives.

POLICY REFERENCE

<i>Nevada Statutes:</i>	<i>NRS 268 & NRS 332</i>
<i>Fernley Municipal Code:</i>	N/A
<i>Policies & Procedure Manual:</i>	N/A
<i>Community Assessment:</i>	N/A
<i>City of Fernley Development Code:</i>	N/A

ANALYSIS

Impact Fees are monetary charges imposed by the city on new development to recoup or offset a proportionate share of public capital facility costs required to accommodate such development with new facilities. Determination of an Impact Fee begins with calculating demand-to-capacity ratios for different capital facilities and then estimating the number and cost of facilities that will be necessary for meeting a prescribed level-of-service to meet growth projections within the City.

The Impact Fee Feasibility Study will evaluate the land use data, financial records of existing infrastructure with remaining capacity, and projected costs of new infrastructure requirements under a full build-out scenario. The evaluation will help determine if an effective Impact Fee System can be implemented in conformance with the requirements of Nevada Revised Statutes Chapter 278B – “Impact Fees for New Development”.

The \$20,000 was intended to cover the costs associated with the annexation of Donner Trails Estates Subdivision Phase 1. However, staff saw an opportunity to reallocate these funds to complete an Impact Fee Feasibility Study. The city has contemplated the establishment of an impact fee program for several years. This study will identify whether an impact fee program is feasible, and if so, what information is necessary to establish a district. Completing this study prior to adoption of the FY 22/23 budget affords the opportunity to budget additional funds to create an impact fee program should council choose to do so. This task also promotes Goal 7 and Strategy 7.1 of the city’s strategic plan.

A detailed outline of the scope and deliverables for this contract is included as **Attachment A**.

The work outlined in the Scope of Services is proposed to be completed by June 30, 2022. The total cost is not to exceed \$20,000.

ATTACHMENTS

1. Contract for Professional Services – House Moran Consulting, Inc.
2. Attachment A – Scope of Services & Fee Schedule