



**COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
PLANNING DEPARTMENT**

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**NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo**

MEETING DATE: December 12, 2017

TO: Board of Supervisors

FROM: **Brian Foss, Planning Director**

SUBJECT: Resolution approving a contract with Economic & Planning Services, Inc. (EPS) for the preparation of a AB1600 nexus study and district consolidation feasibility study in the maximum amount of \$85,000, directing the Auditor-Controller to release fund balance from the three park district benefit zone recreation accounts in the amount of \$23,136 and to release fund balance in the amount of \$61,864 from the General Fund Unassigned fund balance and to amend the Fiscal Year 2017/2018 Planning Department budget.

RECOMMENDATION: Approve the Resolution establishing a contract with Economic and Planning Services, Inc. for the preparation of a AB1600 nexus study and district consolidation feasibility study and amending the FY 2017/2018 Planning Department budget and General Fund budget.

FUNDING: The contract amount would be paid by the balance of the AB1600 funds (\$23,136) and the General Fund Unassigned account (\$61,864). The project would impact the 2017/2018 Planning Department budget and General Fund.

ATTACHMENT: Resolution with Exhibit A: Personal Services Contract (Scope of Services and Schedule of Compensation)

BACKGROUND: In February, 2017 the Board of Supervisors adopted a Board Objective to update the nexus study and fee and to analyze the potential benefits of establishing one Western Nevada County Park District and voted to make this a Priority "A" objective for 2017/2018. Currently, the County of Nevada collects a Recreation

Development Fee on all new residential subdivisions, new multiple-family housing units, and mobile home parks that are approved within the unincorporated as a means of providing park and recreation facilities which are needed to serve the expanding population. New single family residences developed on parcels created prior to the requirement for collection of Recreation Development fees are subject to fees at the time of completion of the new housing unit.

On December 9, 1997, the County adopted Park and Recreation Capital Improvement Impact Fee Study and Imposition of Recreation Development Fees to establish different impact fees for each of the five separate Recreation Benefit Zones: Bear River, Grass Valley/Nevada City, Twin Ridges, Western Gateway and Truckee Donner. These fees are codified in the County's Land Use and Development Code (LUDC Sec. L-IX 1.2.A). Since the 1997 study, Park and Recreation Fees have been treated as combined AB1600 and Quimby Act Fees.

For properties within the Truckee Donner zone, fees are paid directly to the Truckee-Donner Park and Recreation District. Bear River and Western Gateway also have independent park and recreation districts. Fees collected by the County for those zones are passed through to the districts for their expenditures consistent with their approved Capital Improvement Programs (CIPs). The Oak Tree Community Park and Recreation District includes portions of both the Twin Ridges and Nevada City benefit zones. At present, the County administers fees for the Oak Tree District, though the intent is for that district to operate similarly to the pass-through districts. Fees collected for the Nevada City/Grass Valley and the Twin Ridges zones (other than portions in the Oak Tree District) are deposited into County-maintained accounts. Separate accounts are maintained for Nevada City and Grass Valley even though they are in the same benefit zone. The Board of Supervisors approves projects for the Nevada City/Grass Valley zone and the Twin Ridges zone on a case-by-case basis, dependent, in part, upon determinations that there are funds available and the proposal fits within a CIP category with a balance not exhausted by prior allocations.

The fees have not been updated since the original 1997 nexus study. Many recreation projects have been funded over the last ten years including the Pioneer Park Pool improvements, Pioneer Park Picnic areas, Seven Hills Athletic Field, Nevada City Vets Building, Tobiassen Park, Hirschman's Trail, Deer Creek School Field, Chicago Park School Playground, Sugarloaf Mountain acquisition, Miners Foundry, Community Tech. Center, Library Stage, Mautino Park Playground, Grass Valley Vets Hall, Memorial Park, Condon Park, Dogs Run Free, North San Juan Senior Center, and Oak Tree Park improvements. The fees have been utilized extensively over the years to fund recreation projects but have not replenished as quickly due to slower economy and the outdated fee amount that has not been adjusted for inflation or construction costs over the last 20 years, which led to the Board of Supervisors adopting this analysis as a Priority "A" objective.

The County sent out a Request for Proposals to eight firms to prepare a Parks and Recreation Facilities Fee Study and a District Consolidation Feasibility Study. The overall objective for the Nexus Study is for the consultant to assist the County with a

capital and feasibility study to establish the legal and policy basis to justify the adoption of updated impact fees to fund the development and maintenance of park and recreation facilities for Western Nevada County Parks and Recreation Districts.

In addition to the general Nexus Study components, the study will analyze the feasibility for consolidation of Western Nevada County Parks and Recreation Districts (excluding Truckee Donner), including identifying opportunities and challenges to merge the Western County Districts into a single Parks and Recreation District, and analyze what, if any, cost savings, efficiencies and improved coordination of service delivery to the public could occur by combining the four Districts into one.

Five proposals were received as a result of the RFP. The proposals were reviewed and scored by a staff panel made up of representatives from the Planning Department, Department of Public Works and the Board of Supervisors Office. The panel scored the proposal from Economic & Planning Services, Inc. the highest and is recommending that the board of Supervisors approved a contract for EPS to complete the nexus study and district consolidation study. The total cost of the contract is \$85,000.00 which would be paid from the remaining balance in the AB1600 account (\$23,136) and from the Unassigned General Fund account (\$61,864).

Approved by: Brian Foss, Planning Director