

**City of McDonough
State of Georgia**

Resolution No. 18-12-10 (A)

**A RESOLUTION AUTHORIZING THE TRANSMITTAL OF A DRAFT CAPITAL IMPROVEMENTS
ELEMENT ANNUAL UPDATE REPORT FOR 2018 TO THE ATLANTA REGIONAL COMMISSION
FOR REGIONAL AND STATE REVIEW**

WHEREAS, the City of McDonough previously adopted a Capital Improvements Element as an amendment to the *McDonough Comprehensive Plan*; and

WHEREAS, the City of McDonough has drafted a Capital Improvements Element 2018 Annual Update report, which incorporates an impact fee financial report for FY 2018 along with an updated Community Work Program; and

WHEREAS, the draft Capital Improvements Element 2018 Annual Update was prepared in accordance with the "Development Impact Fee Compliance Requirements" and the "Minimum Planning Standards and Procedures for Local Comprehensive Planning" adopted by the Board of Community Affairs pursuant to the Georgia Planning Act of 1989, and a duly advertised Public Hearing was held on December 10, 2018, at 6:00 p.m. in the City of McDonough City Hall, 136 Keys Ferry Street, McDonough, Georgia;

BE IT HEREBY RESOLVED that the Mayor and Council does authorize the transmittal of the draft Capital Improvements Element 2018 Annual Update report to the Atlanta Regional Commission for Regional and State review, as per the requirements of the Development Impact Fee Compliance Requirements adopted pursuant to the Georgia Planning Act of 1989.

ADOPTED this 10th day of December, 2018


Billy Copeland, Mayor

Attest:


Janis Price, City Clerk



Capital Improvements Element

2018 Annual Update:

FY 2018 Financial Report & Community Work Program

McDonough, Georgia

Draft: December 10, 2018

ROSS+associates

urban planning & plan implementation

in association with HatleyPlans LLC

This CIE Annual Update covers the year 2018, and is based on the *Capital Improvements Element* adopted by the City in 2003.

It has been prepared based on the rules and regulations pertaining to impact fees in Georgia, as specified by the *Development Impact Fee Act* (DIFA) and the Department of Community Affairs (DCA) documents *Development Impact Fee Compliance Requirements and Standards and Procedures for Local Comprehensive Planning*. These three documents dictate the essential elements of an Annual Update, specifically the inclusion of a financial report and a schedule of improvements.

According to DCA's Compliance Requirements, the Annual Update:

"must include: 1) the Annual Report on impact fees required under O.C.G.A. 36-71-8; and 2) a new fifth year schedule of improvements, and any changes to or revisions of previously listed CIE projects, including alterations in project costs, proposed changes in funding sources, construction schedules, or project scope." (Chapter 110-12-2-.03(2)(c))

¹ Note that DCA's Compliance Requirements specify that the work program is to meet the requirements of Chapter 110-12-1-.04(7)(a), which is a reference to the work program

Financial Report

The Financial Report included in this document is based on the requirements of DIFA, specifically:

"As part of its annual audit process, a municipality or county shall prepare an annual report describing the amount of any development impact fees collected, encumbered, and used during the preceding year by category of public facility and service area." (O.C.G.A. 36-71-8(c))

The required financial information for each public facility category appears in the main financial table (page 2); both of the public facility categories has a single, city-wide service area. The status of all impact fee projects, by public facility category, is shown on the table on page 3.

The City's fiscal year runs from July 1 through June 30.

Schedule of Improvements

In addition to the financial report, the City has prepared a five-year schedule of improvements—a community work program (CWP)—as specified in DCA's

requirements in a previous version of the *Standards and Procedures for Local Comprehensive*

Compliance Requirements (Chapter 110-12-2-.03(2)(c)), which states that local governments that have a CIE must "update their entire Short Term [i.e., Community] Work Programs annually."¹

According to DCA's requirements,² the CWP must include:

- A brief description of the activity;
- Legal authorization, if applicable;
- Timeframe for undertaking the activity;
- Responsible party for implementing the activity;
- Estimated cost (if any) of implementing the activity; and,
- Funding source(s), if applicable.

All of this information appears in the Community Work Program portion of this document on page 4.

Importantly, a new CIE is in preparation and anticipated to be adopted in early 2019. The 2019 Annual Update is expected to reflect the addition of many new projects and a longer outlook to 2040, based on the new CIE.

Planning. The correct current description is found at Chapter 110-12-1-.04(2)(b)1.

² Chapter 110-12-1-.03(3).

IMPACT FEE FINANCIAL REPORT

City of McDonough GA	Annual Impact Fee Financial Report - Fiscal Year 2018				
Public Facility Service Area	Public Safety City-wide	Parks & Recreation City-wide	CIE Cost Recovery	Admin- istration	TOTAL
Impact Fee Fund Balance June 30, 2017	\$ 873,001.12	\$ 347,535.47	\$ 14,278.29	\$ 0.22	\$ 1,234,815.00
Impact Fees Collected (July 1, 2017 through June 30, 2018)	\$ 215,037.61	\$ 209,318.50	\$ 875.86	\$ 12,700.03	\$ 437,932.00
Subtotal: Fee Accounts	\$ 1,088,038.73	\$ 556,853.97	\$ 15,154.15	\$ 12,700.25	\$ 1,672,747.00
Accrued Interest	\$ 1,697.98	\$ 1,652.82	\$ 6.92	\$ 100.28	\$ 3,458.00
(Impact Fee Refunds)	\$ -	\$ -	\$ -	\$ -	\$ -
(Expenditures)	\$ (728,282.55)	\$ -	\$ (16,918.00)	\$ (8,400.00)	\$ (8,046.00)
Impact Fee Fund Balance June 30, 2018	\$ 361,454.16	\$ 558,506.79	\$ (1,756.93)	\$ 4,400.53	\$ 922,604.55
Impact Fees Encumbered	\$ 361,454.16	\$ 558,506.79			\$ 919,960.95

2018 Financial Reports: Project Tables

The following Public Facility tables are based on the continuation of projects drawn from the City's Capital Improvements Element adopted in 2003. Note that a new CIE is in preparation and anticipated to be adopted in 2019, which is expected to add many new projects and clarifications to these listings.

Public Facility: Parks & Recreation
Responsible Party: Public Services Department
Service Area: Citywide

Project Description*	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	FY 2018 Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Park B Facility Expansion	2015	2021	\$ 2,000,000.00	100.0%	\$ 2,000,000.00	\$ -	\$ 390,954.75	Underway
Park C Facility Expansion	2017	2023	\$ 1,330,000.00	100.0%	\$ 1,330,000.00	\$ -	\$ 167,552.04	Underway
Future Park D	2019	2024	\$ 535,000.00	100.0%	\$ 535,000.00	\$ -		
			\$ 3,865,000.00		\$ 3,865,000.00	\$ -	\$ 558,506.79	

* Land acquisition and improvements at Avalon Park (Park B), Alexander Park-East & West (Park C) and Jonesboro Road Park (Park D) have interim financing from SPLOST IV, which is reimburseable in whole or in part from impact fees.

Public Facility: Public Safety
Responsible Party: Fire and Police Departments
Service Area: Citywide

Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	FY 2018 Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Brush Truck	2017	2017	\$ 108,191.00	100.00%	\$ 108,191.00			Completed
Command Vehicle	2017	2017	\$ 174,495.00	100.00%	\$ 174,495.00			Completed
Fire/Police Station A	2017	2017	\$ 102,029.00	100.00%	\$ 102,029.00			Completed
Future Fire/Police Station B	2018	2022	\$ 3,500,000.00	100.00%	\$ 3,500,000.00	\$ 406,354.55	\$ 161,454.16	Underway
New Pumper and Brush Truck	2017	2019	\$ 550,000.00	100.00%	\$ 550,000.00	\$ 321,928.00	\$ 200,000.00	Pumper Purchased
			\$ 4,434,715.00		\$ 4,434,715.00	\$ 728,282.55	\$ 361,454.16	

2019-2023 COMMUNITY WORK PROGRAM
Impact Fee Projects only, based on CIE of April 2003

Project Description	2019	2020	2021	2022	2023	Responsible Party	Cost Estimate	Funding Source	Notes/Explanation
Parks & Recreation									
Park B Facility Expansion	x	x	x			Public Services Department	\$2,000,000	20% Impact Fees; 80% SPLOST	Avalon Park expansion project underway
Park C Facility Expansion	x	x	x	x	x	Public Services Department	\$1,330,000	20% Impact Fees; 80% SPLOST	Alexander Park expansion project underway
Future Park D	x	x	x	x	x	Public Services Department	\$535,000	20% Impact Fees; 80% SPLOST	Planned Jonesboro Road Park
Public Safety									
Purchase Brush Truck	x					Fire Department	\$200,000	100% Impact fees	
Future Fire/Police Station B	x	x	x	x		Fire Department	\$3,500,000	100% Impact fees	Underway