

Lamorinda Fee and Financing Authority

LAMORINDA FEE AND FINANCING AUTHORITY

Monday, January 9, 2017

2:00 p.m.

***Contra Costa County District 2 Supervisor's Office
3338 Mt. Diablo Boulevard
Lafayette, CA 94549**

**LFFA Board Member Trotter
will participate via telephone at
the following address:*

*Moraga Post-Acute
Library Conference Room
348 Rheem Blvd.
Moraga, CA 94556*

LFFA AGENDA

1. **Call to Order the Lamorinda Fee and Finance Authority**
2. **Roll Call**
3. **Adoption of the LFFA Agenda**
4. **Public Comment**
5. **Consent Calendar:**
 - a. **April 4, 2016 Minutes**
Recommendation: Approve
6. **New Business:**
 - a. **Measure J Strategic Plan Amendment - Re-Allocation and Transfer of
Program 24 Funds (Major Streets) in Lafayette**
**Recommendation: Approve re-allocation of Measure J Program 24
(Major Streets) funds in Lafayette.**
7. **Adjourn LFFA Meeting**

I, James Hinkamp, declare under penalty of perjury that this agenda has been posted at least 72 hours in advance at the Lafayette City Offices, 3675 Mt Diablo Blvd, Lafayette, CA 94549 in the glass case and on the City website at www.ci.lafayette.ca.us.



James Hinkamp, Transportation Planner, City of Lafayette

Location of Agendas and Agenda Packets: Agenda and packets are available for review by the public during regular work hours at the Lafayette City Offices, 3675 Mt Diablo Blvd, Suite 210, Lafayette, CA 94549. Agendas and packets shall be made available at least 72 hours in advance of regular meetings and 24 hours in advance of special meetings.

Any writings or documents pertaining to an open session item provided to a majority of the Lamorinda Program Management Committee or Lamorinda Fee and Financing Authority less than 72 hours prior to the meeting, shall be made available for public inspection at the Lafayette City Offices, 3675 Mt Diablo Blvd, Suite 210, Lafayette, CA 94549 during normal business hours.

LAMORINDA FEE AND FINANCING AUTHORITY MEETING

Monday, April 4, 2016

1:00 p.m.

Contra Costa County District 2 Supervisor's Office
3338 Mt. Diablo Boulevard
Lafayette, CA 94549

LFFA SUMMARY MINUTES

1. Call to Order the Lamorinda Fee and Financing Authority

Don Tatzin called the meeting to order at 1:06 p.m.

2. Roll Call

*LFFA Members Present: Chair Don Tatzin (Lafayette); Mike Metcalf (Moraga);
Amy Worth (Orinda)*

*Staff Present: Ellen Clark (Moraga); James Hinkamp (Lafayette); Chuck
Swanson (Orinda)*

3. Adoption of the LFFA Agenda

The LFFA unanimously adopted the LFFA agenda.

4. Public Comment - None

5. Consent Calendar

a. January 27, 2016 Minutes

Recommendation: Approve

The LFFA unanimously adopted the January 27, 2016 LFFA Minutes.

6. Old Business:

a. Lamorinda Development Fee Mitigation Program Funds Disbursement

**Recommendation: Disburse funds under current Fee Program to each
member jurisdiction.**

Staff explained that a formal motion by the LFFA Board is necessary to process fund disbursements to each member jurisdiction. The current fund balance does not include setaside amounts already withheld by each jurisdiction, as allowed under the Fee Program. Additionally, staff noted the effective date of the new Fee Program is May 13th, for Moraga and Orinda, whereas June 10th is the expected date for Lafayette because it will update its Municipal Code to reflect the new Fee Program after having adopted the new sub-regional fees.

The current fund balance is reported as \$318,060.75. Board member Worth asked for specific dollar amounts due to each city/town with respect to percentages shown in the staff report. Staff quickly calculated the respective dollar amounts as follows:

Lafayette (55%) = \$174,933.41

Moraga (10%) = \$31,806.08

Orinda (35%) = \$111,321.26

Board member Metcalf asked if funds can be disbursed prior to the new Fee Program taking effect; staff affirmed that would occur if the Board agrees. Metcalf also asked about the implications for development applications that are in process, or that may be incomplete, by the time the new Fee Program begins. By consensus, if fees are collected when a development application is submitted prior to the effective date of new fees, it should remain on the old fee schedule. Subdivision applications, per the Subdivision Map Act, should be deemed complete or be subject to a vesting tentative map prior to the new fee date, in order to qualify for old fees. Otherwise, new fees are to apply to

applications submitted after the new fee implementation dates noted previously.

Chair Tatzin also suggested disbursed funds for each jurisdiction from current Fee Program apply specifically to projects on current Expenditure Plan documented in the original Nexus Study.

The Board also inquired as to whether any outstanding administrative costs remained. Staff confirmed that DKS has closed its billing upon completion of the recent Nexus Study update, but will need to verify whether any invoices are due for the recently completed LFFA audit by Maze & Associates.

Worth moved, and Metcalf seconded, to fully disburse the current fund balance, net any outstanding administrative costs prior to the new sub-regional Fee Program taking effect at the earliest implementation date of May 13th.

7. Adjourn LFFA Meeting

The meeting was adjourned at 1:15 p.m.

Respectfully submitted by



James Hinkamp, Transportation Planner, City of Lafayette