



## FREDERICK COUNTY COUNCIL

### Local Government Fiscal and Policy Note

#### CONTACT INFORMATION AND GENERAL INSTRUCTIONS

<b>Bill Number/Reference:</b>	20-12
<b>Bill Title:</b>	Amend and Update Chapter 1-22 – Article I – Development Impact Fee Procedures and Requirements and Article II – Public School Development Impact Fee of the Frederick County Code
<b>Local Government Agency:</b>	Frederick County Finance Division
<b>Prepared By:</b>	Erin White
<b>Title:</b>	Deputy Director of Finance
<b>Phone Number:</b>	301-600-1193
<b>E-Mail Address:</b>	<a href="mailto:ewhite@frederickcountymd.gov">ewhite@frederickcountymd.gov</a> ,
<b>Due Date:</b>	August 4, 2020
<b>Date Submitted:</b>	August 3, 2020

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<b>Date:</b>						
<b>Please respond to the questions below. If you prefer to provide responses or additional information in a separate file or document, send the file or document in a separate e-mail to <a href="mailto:rcherney@frederickcountymd.gov">rcherney@frederickcountymd.gov</a> with the bill number/reference in the subject line.</b>						
<b>1.</b>	Describe the impact of this proposed legislation on your agency (operations, revenues, expenditures, etc). If there is no impact, <u>please explain why.</u>					
<p>This legislation amends Articles I and II of the Development Impact Fee Chapter 1-22 of the Frederick County Code. The proposed bill will update the development impact fee procedures and requirements to 1) reflect changes in the calculation of public school development impact fees, which now includes land acquisition and certain transportation costs; 2) updates certain provisions to reflect current titles and divisions references; 3) clarifies situations wherein full impact fees are not required to be paid; 4) specifies requirement to refund of impact fees paid in advance on senior housing projects; and 5) establishes and specifies the requirements for impact fee credits when school facilities are constructed and when land is dedicated for a school facility. The changes referenced will update and strengthen this Chapter of the County's law. While the bill does propose changes to the calculation and administration of impact fees it does not recommend a change in the adopted impact fee rate. There is the potential for an insignificant indirect fiscal impact on impact fee revenue however there are too many variables to quantify a variance. (ie how many impact fees will be credited to future development, how much land will be dedicated, number of senior housing refunds, etc.). County expenditures will not be impacted.</p>						
<b>2.</b>	Please indicate whether the proposed legislation will affect small businesses in Frederick County, and if it will, please provide any information you may have which could be useful in determining the economic impact on small businesses.					
The proposed legislation should not impact small businesses.						
<b>FISCAL IMPACT SUMMARY – SHOW (DECREASE) IN PARENTHESES</b>						
<b><u>REVENUES</u></b>						
<b>3.</b>	Analysis of <b>estimated increase (or decrease) in government revenues.</b> Please estimate below any anticipated increase (or decrease) in revenues resulting from this legislation. Please be aware of any delayed effective dates in the bill or other factors that may cause revenue increases/decreases to begin in later years.					
	<b><u>Source</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>	<b><u>FY 2025</u></b>
	<b>TOTAL \$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
	Please explain how the above estimated increase(s) or decrease(s) were arrived at, including any calculations and/or assumptions made. Please also explain any variation if the revenue increase(s)/decrease(s) are not constant.					
<p>It is difficult to quantify the impact this legislation will have on the County's revenue. This Bill does not change the County's adopted impact fee rates. There is the potential for an insignificant indirect fiscal impact on impact fee revenue however there are too many variables to quantify a variance. (ie how many impact fees will be credited to future development, how much land will be dedicated, number of senior housing refunds, etc.).</p>						

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<b><u>EXPENDITURES</u></b>					
<b>4.</b>	Analysis of <b>estimated increase (or decrease) in government expenditures.</b> Please estimate below any anticipated increase (or decrease) in expenditures resulting from this legislation. Please be aware of any delayed effective dates in the bill or other factors that may cause expenditure increases/decreases to begin in later years.				
<b>A. Salaries &amp; Wages</b>		<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>
FTE Employees - _____ # of positions					
Fringe Benefits					
<b>TOTAL (Salaries, wages &amp; benefits)</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
N/A	Please provide an explanation of the need for the number and type of any personnel listed above, including (1) what specific provision(s) of the bill necessitate additional staff; (2) what the duties of each type employee will be; and (3) why existing personnel cannot absorb the additional work. Please also certify the wage/salary rate and % fringe rate (if differing rates apply) for each personnel classification.				
<b>B. Other Operating Expenses</b>		<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>
Technical/Special Fees, Grants/Subsidies					
Communications-Phone, Postage					
Travel, Food, Auto, Fuel & Utilities					
Contractual Services					
Supplies					
Equipment-Replacement					
Equipment-Additional					
Land & Structures, Fixed Charges					
Other (Please Specify on Extra Page(s))					
<b>TOTAL (Expenditures)</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
	<b>On the next page, please provide brief descriptions/breakdowns of the above "Other Operating Expenses."</b>				
	<b>Please explain below any additional calculations or assumptions made in estimating the "Other Operating Expenses" that will help us to understand the amounts and timing of the expenses.</b>				
N/A – It is not anticipated that this legislation would create the need for additional staff or increase the operating expenses of the County.					

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### 4. (cont'd)

#### C. Operating Expense Descriptions/Breakdowns

Please provide below a short description of the specific purpose of each expense listed under 4B. If any amount(s) listed under 4B represent(s) a total of multiple expenses, provide a breakdown of the fiscal 2018 amount with a short description of each expense (for example, if \$2,500 is listed for Communications – Phone, Postage, a statement such as “\$1,500 for cellphone charges for two new inspectors and \$1,000 for postage for mailings to permittees to notify them of changes to inspection requirements.”)

#### Fiscal 2021 Expenditures

<b>Technical/Special Fees, Grants &amp; Subsidies</b> description/breakdown	\$
<b>Communications – Phone, Postage</b> description/breakdown	\$
<b>Travel, Food, Auto Operations, Fuel &amp; Utilities</b> description/breakdown	\$
<b>Contractual Services</b> description/breakdown	\$
<b>Supplies</b> description/breakdown	\$
<b>Equipment-Replacement</b> description/breakdown	\$
<b>Equipment-Additional</b> description/breakdown	\$
<b>Land &amp; Structures, Fixed Charges</b> description/breakdown	\$
<b>Other (Please Specify)</b> description/breakdown	\$

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<b><u>ADDITIONAL POLICY IMPLICATIONS/CONCERNS</u></b>

Please submit BY E-MAIL to: Ragen Cherney, Legislative Director/Chief of Staff  
Frederick County Council • E-Mail: [RCherney@FrederickCountyMD.gov](mailto:RCherney@FrederickCountyMD.gov)