



Camarillo City Council

AGENDA REPORT

Date: November 13, 2024

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: David Sanchez, Director of Community Development

Subject: Pleasant Valley Recreation and Park District Park Impact Fee Annual Report

BACKGROUND

Pleasant Valley Recreation and Park District (PVRPD) was established in January 1962 as an independent special district to provide parks, facilities and programs. PVRPD serves a population of over 80,000 residents covering an area of approximately 45 square miles, including 20 square miles in Camarillo.

In 2021, PVRPD engaged SCI Consulting Group to conduct a Park Impact Fee Nexus Study, in accordance with Government Code §66000 et seq. (Mitigation Fee Act). This study assessed the need for Park Impact Fees for developments in Camarillo that are not subject to the City's Quimby Ordinance but impact park services. Following the study, the PVRPD Board requested the City of Camarillo adopt an ordinance to implement these fees.

On June 23, 2021, the City adopted Ordinance No. 1180, which took effect on July 24, 2021. This Ordinance added Chapter 16.52 to the Camarillo Municipal Code (CMC) and established Park Impact Fees, including automatic inflation adjustments. Both the Ordinance and the Mitigation Fee Act mandate annual reporting by the PVRPD Board and the Camarillo City Council.

As stipulated in Ordinance No. 1180, on July 8, 2021, PVRPD and the City executed a Memorandum of Understanding (MOU) outlining each agency's responsibilities for assessing, collecting, accounting for, and reporting fees. The Mitigation Fee Act requires PVRPD to prepare a publicly available report within 180 days of the fiscal year-end. The MOU mandates that PVRPD provide necessary supporting documentation to the City within 90 days of the fiscal year-end, following approval from PVRPD's Board of Directors. The City must then hold a public meeting to review the information within the legal timeframe of 180 days.

DISCUSSION

At its public meeting on September 4, 2024, the PVRPD Board approved the Park Impact Fee Annual Report covering July 1, 2023, to June 30, 2024 (Attachment 1). The report details the Park Impact Fees collected and spent.

PVRPD collected \$1,814,318.80 from private development projects initiated in Fiscal Year 2023-24, with no expenditures made. According to the MOU, the City will receive a disbursement of 2% of the collected funds, amounting to \$36,286.38, to cover administrative costs related to the Park Impact Fee Ordinance.

FISCAL IMPACT

The City will receive \$36,286.38 from PVRPD for FY 2023-24, which will be deposited into the General Fund.

CEQA DETERMINATIONS

Staff has determined that filing the report from PVRPD will not result in any direct or reasonably foreseeable indirect physical changes to the environment and is not considered a Project under California Code Public Resources Code Section 21065, and is thus exempt from CEQA review.

RECOMMENDATION

Receive and file the report.

ATTACHMENTS

1. PVRPD Mitigation Fee Report 2024

REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL

None