Impact Fee Funding Criteria
Central Maintenance Facility Improvements

Recent growth in Missoula has caused an expanded City owned maintenance fleet for providing community services. The expanded fleet of trucks and equipment has outgrown our existing storage and maintenance facilities. This project will upgrade and provide new equipment covered storage at the City Central Maintenance Facility at 1305 B Scott Street. The most significant demand is for heated equipment storage. There is not enough heated storage space to keep our sweepers, emergency response, and snow removal equipment from freezing in the winter months. Currently winter response equipment shares overcrowded space with ongoing shop activities which creates and atmosphere of confusion and poor indoor air quality.

In accordance with Chapter 15.66, Missoula Municipal Code.

Impact fees collected pursuant to this Chapter are expended only on public facilities, the demand for which is generated by the new development against which the fees are assessed.

Public facility improvements to be undertaken by the City as set forth in the capital budget, the City of Missoula Capital Improvement Program, or an adopted public facility plan.

Impact fee expended shall be used to defray all or a portion of the costs of the public facilities required to accommodate new development at City-designated level of service (LOS) standards and which benefits the new development.

1. **City public facility/equipment** Yes ■ No ☐

   a. Meets the definition of public capital improvements, buildings, vehicles, apparatus, equipment, land acquisitions, and facilities. [1]
   Yes ■ No ☐

   b. Provides expanded capacity or service for new development proportionate to the calculated impact of the growth.
   Yes ■ No ☐

2. **CIP and / or adopted facility plan?** Yes ■ No ☐

   CIP ■ CIP Score ___44____ CIP Rank _____

   Plan ☐ _____
   Name of Plan

3. **Citywide/Regional/Community facility:**
   Citywide ☐ Regional ☐ Community ☐

   1. Methodology #1: **Service Increase** Yes ☐ No ☐

Calculation:

Impact fee portion determined by population growth of 2% (or current annual growth) since adoption of study on December 27, 2002

Number of years x 2% x cost of full facility improvements = impact fee portion
_____ X _____x (2% or annual growth) = _____

a. Methodology #2: **Capacity Increase**

2. Expansion of existing facility to serve development Yes ■ No ☐

Calculation:
Expanded capacity/full capacity= impact fee portion

___16 Expanded Bays__/__34 Total Bays__= 47% Impact Fee Eligible

Project funding for heated storage bays proposes $88,000 of the total cost of $400,000, or 22% of the project to be funded by Impact Fees.

The project plans to build 34 heated storage bays for City equipment. Growth related equipment needs account for 16 of the 34 bays. For example, between 2002 and 2011 demand for heated storage increased by 14 bays. Future planned growth calls for at least 2 addition bays. The 16 new bays for growth provide the Expanded Capacity.

3. New facility to serve new development only Yes ☐ No ☐

Calculation:
100% eligible

4. Local/Neighborhood facility:

☐ Street Collector Improvements: Vehicle Trip increases due to full development

☐ Park Improvements: Dwelling unit increases due to full development

☐ Other

Calculation:
New development trips or units/Full capacity of improvement= impact fee portion
_____ /_____ = _____

[1]Meets the definition of public capital improvements, buildings, vehicles, apparatus, equipment, land acquisitions, and facilities with a useful life of ten (10) years or more, that increase or improve the service capacity of a public facility such as parks, open space, trails, fire and emergency medical service facilities, law enforcement facilities, and community services facilities included in the calculation of development impact fees in the methodology report and transportation facilities included on the City's capital improvement program with the exception of the portions of this chapter not amended by this ordinance

that were enacted previously and grandfathered as authorized by Section 9. "Applicability", Chapter No.299, Senate Bill 185 of the Montana Session Laws 2005".

Appendix

Examples of calculations of impact fee support

For parks, which has an Urban Area Master Park Plan, Transportation (NMT) and Trails Plans, Open Space Plan, various site plans or similar adopted public plans applicable to Parks and Recreation:

A. The improvements being considered for funding with Impact Fee funds shall cost less than, or equal to the amount of impact fees expected to be collected by the City from the area and as outlined in the Urban Area Master Park Plan (MPP) for the specific improvement.

B. Per MPP, Neighborhood parks typically serve 1/2 mile radius, Community parks/facilities serve 1.5 miles, Regional Parks/Open Spaces/Trails serve entire community or greater.

C. Impact fee expended shall be used for the public facility costs generated by new development for Parks and Recreation improvements as designated in the City's capital improvement program, including but not limited to park development, trails, playgrounds, water features, irrigation, trees, various & misc. park facilities and amenities, buildings, fencing, facility expansion through actual size, service, or capacity increase or through design allowing for multi use of existing sites.

D. Impact fee expended shall be used for the acquisition of and dedication of land for public parks, opens space or trails, or for actual construction of all or part of a public facility or public facilities identified in an adopted CIP, or master plan, or impact fee methodology report and meeting or exceeding the demand generated by the new development.

Examples -Addresses growth entirely or by a calculated percentage

E. Based on realized & projected population increase – could generate data for proportionate use of impact fees for the increased capacity provided such as square footage allocation between existing service levels vs growth impacts

   i. For parks – increasing user capacity within an existing park by a calculated percentage for restrooms, park equipment, parking, picnic shelters etc. This could allow for some proportionate support from impact fees. Here are some examples:

      1. Capacity increase

         a. Example: Old playground, with a capacity of 15 children is replaced by a new playground with a capacity for 45 children, in order to accommodate demand caused by growth. Impact fees may pay for 2/3 of cost of project.

         b. Example: Land is acquired to add new facility, service or amenity. Impact fees may pay entire cost of new facility.

         c. Example: A current single sport activity such as tennis court or baseball field is renovated to include and accommodate multi uses, such as tennis, basketball, baseball or soccer thereby increasing capacity to address more users. Impact fees pay for additional cost to provide the additional capacity.

d. Example: Parking lot is expanded from current 100 parking spots to 125 spots through redesign and related construction expansion. Impact fees pay for 25% of construction costs.

e. Example: New equipment is added to increase capacity as demanded by growth (turf equipment to expand user loads on existing facilities or to care for new facilities). Impact fees pay up to 100% of added equipment.

2. Square footage or size increase

   a. Example: Old picnic shelter, with capacity of 4 tables (32 individuals) is replaced with new shelter to accommodate 8 tables (64 individuals). Impact fees may be allocated at a rate of up to 50% of total cost of project.

   b. Example: Office space added to accommodate staff necessary to service new growth. Impact fees may be allocated at up to 100% for total cost of project or per formula as percentage of increase in footprint.

3. Service increase

   a. Example: Old restroom, with two stall (one male/one female) is replaced with 4 stalls, including unisex use with baby and toddler change stations. Impact fees may be allocated at a rate of at least 50% of total cost of project.

   b. Example: Existing park adds a new feature, such as basketball court or skatepark. Impact fees may pay up to 100% of new feature costs.

   c. Example: Lighting is added to a current facility to increase hours of use. Impact fees pay full cost of improvement or increase capacity as proportionate share of increased users serviced.

   d. Example: A Plan and/or Improvement are developed to successfully support additional use, generated from growth, while preserving existing infrastructure or resources. (Irrigation/soil improvements, trails/trailhead improvements that expand capacity of existing facilities to address growth). Impact fees used directly proportionate to increased user service or capacity.

F. Based on realized & projected growth in staffing (FTE's) – could generate data for proportionate use of impact fees for the increased capacity provided

G. Based on realized & projected growth in traffic due to potential build-out as determined in existing zoning or with traffic count data:

   i. For road fees – adding a bike line could increase transportation capacity and allow for some proportionate support from impact fees;

   ii. For road fees – adding a turn lane increases capacity;

   iii. The calculation of new development traffic generated from growth shall be based on the change of traffic volumes for what was existing on the effective date of City Ordinance 3364, January 9, 2008.

   iv. New development traffic generation shall be based on the Institute of Transportation Engineers (ITE) trip generation formulas for the existing zoning of properties in the tributary area of the arterial or collector road being considered for improvements.

   v. Increase in average daily trips necessitating lane enlargements, traffic signals, intersection improvements, pedestrian capacity, future build-out allowed by current zoning etc. to get a handle on what will be the likely future impact.

Definitions from Missoula's Impact fee Ordinance to Assist Discussion

Transportation Development Impact Fee: a development impact fee imposed on new residential and non-residential development to fund the proportionate share of the public facility costs generated by new development for arterial and collector roads designated on the City's capital improvement program, including roads, streets, bridges, rights-of-way, traffic signal, and landscaping.

Transportation impact fees are designated for mitigation of traffic impacts to larger arterial streets in Missoula. Because the impact fees are collected at 50% of the actual cost of impact, the funds spent for mitigation will be at half the cost of the improvements Assessments may also include private developer contributions. All safety or capacity mitigations will be related to growth. – future component

Parks and Open Space Development Impact Fee: a development impact fee imposed on new residential development to fund **the proportionate share of the costs generated by new development** for public facilities, including neighborhood, community and regional park and recreation facilities; and for acquisition and improvements of open space lands and trails.

Law Enforcement Development Impact Fee: a development impact fee imposed on new residential and non-residential development to fund the proportionate share of the costs for public facilities, including law enforcement buildings, vehicles, and equipment generated by new development.

Community Services Development Impact Fee: a development impact fee imposed on residential and nonresidential development to fund the proportionate share of the costs generated by new development for public facilities, including municipal buildings, vehicles, and equipment.

Fire and Emergency Medical Service Development Impact Fee: a development impact fee imposed on new residential and non-residential development to fund the proportionate share of the costs generated by new development for public facilities including fire stations, emergency vehicles, trucks, pumpers, water tenders, and other fire protection buildings, facilities, and equipment created by new development.

Public Facility: public capital improvements, buildings, vehicles, apparatus, equipment, land acquisitions, and facilities with a useful life of ten (10) years or more, that increase or improve the service capacity of a public facility such as parks, open space, trails, fire and emergency medical service facilities, law enforcement facilities, and community services facilities included in the calculation of development impact fees in the methodology report and transportation facilities included on the City's capital improvement program with the exception of the portions of this chapter not amended by this ordinance that were enacted previously and grandfathered as authorized by Section 9. "Applicability", Chapter No.299, Senate Bill 185 of the Montana Session Laws 2005".

Development Impact Fee: a fee imposed on new development on a pro rata basis in connection with and as a condition of the issuance of a building permit and which is calculated to defray all or a portion o£ the costs of the public facilities required to accommodate new development at City-designated level of service (LOS)

standards and which benefits the new development and is proportionate in amount to actual impact of new development on the public facilities to be funded with development impact fee funds.

FISCAL YEAR	DEPT \ DIVISION	VEHICLES AND EQUPMENT REQUIRING HEATED STORAGE	# OF UNITS	NET INCREASE AND FUTURE GROWTH	HEATED STORAGE BAYS NEEDED	ADDITIONAL INFORMTION
FY 2002	290	Swat Van	0			In 2002 we had one swat trailer. We now have a swat van, a bomb trailer, and several other police training and emergency trailers that will require covered storage for sure and heated storage for the rapid response units.
FY 2011	290	Swat Van	1	1	1	
Future Growth	290	Swat Van	1	1	1	
				2	2	
FY 2002	320	Front Line Street Sweepers	3			There are 11 sweepers total we are only requesting heated storage for the front line sweepers. The remaining sweepers can be winterized and stored in covered storage.
FY 2011	320	Front Line Street Sweepers	4	1	5	
Future Growth	320	Front Line Street Sweepers	1	1	1	
				2	4	
FY 2002	290	Police Patrol Motor Cycles	4			Police patrol bikes have been stored in a multitude of locations each with negative results. For the past 4 plus years we have stored them in the shop. This has reduced damage and lost components while keeping them in a ready safe condition.
FY 2011	290	Police Patrol Motor Cycles	6	2		
Future Growth	290	Police Patrol Motor Cycles	0			
				2	0.50	
FY 2002	320	Pothole Patch Trucks and Crack Sealers	2			Crack sealers and Pothole patch trucks will require heated storage. Most have patch products that cannot or should not drop below 40 degree temperatures.
FY 2011	320	Pothole Patch Trucks and Crack Sealers	3	1		
Future Growth	320	Pothole Patch Trucks and Crack Sealers	1			
				1	2	
FY 2002	322-370	Aerial Lift Trucks / Grapple Truck	2			Aerial Lift Trucks respond to emergency lighting, sign, and tree issues and require heated storage.
FY 2011	322-370	Aerial Lift Trucks / Grapple Truck	3	1		
Future Growth	322-370	Aerial Lift Trucks / Grapple Truck	1			
				1	3	
FY 2002	320-322-370	Small Snow Removal Equipment	9			This storage includes ATV's, UTV's, and mowers that are converted to winter snow plows. Heated storage space would significantly improve the winter snow removal response time. Covered storage will be adequate for much of this equipment, however, for the equipment doing the bridges, heated storage will is currently being used.
FY 2011	320-322-370	Small Snow Removal Equipment	14	5		
Future Growth	320-322-370	Small Snow Removal Equipment	3			
				5	2	
FY 2002	320	Road Graders	2			In the past both of the road graders were stored in heated storage. Now they are both exposed to the elements. The increase in weather damage to these extremely expensive units is becoming evident. Covered storage with electrical access is a minimal requirement, heated storage would improve the winter response times significantly. The large hydraulic systems on road grader take a significant amount of time to get to operating temperatures.
FY 2011	320	Road Graders	2	0		
Future Growth	320	Road Graders	0			
				0	1	
FY 2002	320	Front End Loaders	3			These units are essential to all phases of snow removal. Minimally one should be stored in heated storage for timely response. Ideally 2 should be in heated storage and the remainder of the loader fleet stored in covered storage.
FY 2011	320	Front End Loaders	4	1		
Future Growth	320	Front End Loaders	1			
				1	2	
FY 2002	320	Anti-Ice Deicer Trucks	5			Storing 2 deicer units in heated storage would significantly improve response time to ice storms. The remaining 7-9 units should be stored in covered storage with electrical access.
FY 2011	320	Anti-Ice Deicer Trucks	5	0		
Future Growth	320	Anti-Ice Deicer Trucks	1			
				0	2	
FY 2002	320	Sander trucks	5			These unit require heat to keep the sand from freezing in the loaded units and to promote rapid response to snow removal services off the valley floor.
FY 2011	320	Sander trucks	6	1		
Future Growth	320	Sander trucks	2			
				1	6	
FY 2002	320	Vacuum Trucks	1			This unit response to spill, water, plugged sumps etc. We currently drain it for winter use and reactivate it each time it is called for service. Covered storage is minimal, heated storage is ideal for improved service response.
FY 2011	320	Vacuum Trucks	1	0		
Future Growth	320	Vacuum Trucks	1			
				0	1	
FY 2002	320	Flusher Trucks	1			These flusher units compete with sanders and sweepers for space on the North end of the shop. They are essential to the sweeping program. Storing one in heated storage and the others in covered storage would improve the sweeping program and preserve the equipment. We frequently loose components to frost damage.
FY 2011	320	Flusher Trucks	2	1		
Future Growth	320	Flusher Trucks	1			
				1	1	

	Sqr' per bay		Total Square Feet Needed
Total Number Heated 20X10 Bays	200	35	6,900
CIP Requested Heated storage Space	200	34	6,800
		Net Heated Storage Difference	
		1	100

The remainder of the equipment requiring heated storage including some materials will have to continue to be stored in the North end of the shop. This w allow us to select the least used of this group to reduce the air quality issues in the shop. Based on the rate of growth and changes in service a second heated storage unit will probably need to be built on or about 2025. Please note, the requesting heated storage facility is enabling us to deal with our current growth rate. Should the growth rate in Missoula increase it may become nessessary to add additional storage sooner than we have planned.