



Request for City Council Committee Action From the Department of Public Works

Date: August 20, 2013

To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

Subject: Set 2013–2014 Impact Fees for the LynLake Municipal Parking Lot.

Recommendation:

Impact fees for the LynLake Lots be established for the period of September 1, 2013 through August 31, 2014 at \$940 per stall for businesses that had licenses, permits to expand their businesses, or approved plans by the City to expand their businesses prior to September 1, 1998, and \$1885 per stall for new businesses.

Previous Directives: None

Department Information:

Prepared by Anthony Stone, Operations Analyst, 673-3162
Suzette Hjermstad, Supervisor Public Works Special Assessments

Approved by: _____
Steven A. Kotke, P.E., Director of Public Works

Presenters in Committee: Anthony Stone

Financial Impact

No financial impact

Community Impact

Neighborhood Notification: Send out Public Hearing notifications
City Goals: Streets as Destinations
Comprehensive Plan: Consistent

Background/Supporting Information

Each year businesses located within 300 feet of the LynLake Municipal Parking Lots are assessed for the cost of constructing the two lots. This will be the fifteenth year of a 20 year assessment. The annual assessment is adjusted to reflect any operating profit (assessment is lessened) or deficit (assessment is increased) for the lots.

In addition to adjusting the total annual assessment, individual assessments are adjusted to reflect any changes to the data used in the assessment formula. The parameters used to calculate individual assessments include market value, building area, parcel area, and parking deficiency.

Debt Service

The debt-service portion for 2013 assessment was determined with consideration of the following parameters

- Ensuring that the debt service portion of the assessment remains the same or is lowered in future years.
- Striving to maintain an annual assessment of less than \$170,773 for the duration of the 20 year assessment period, while recognizing that net operating revenues/expensed are unknown.
- Reduction of the assessment to reflect the sale of the Aldrich Parking Lot
- Structuring the assessment revenue so that there is no negative impact to the Parking Fund (7500) in future years.

Operating Revenues/Expenses

All past assessments included estimated operating revenues. The 2013 assessment will include the actual 2012 operating profit of \$161,604.45. Future assessments will continue to apply the net operating revenue/expenses from the most recently completed fiscal year.

Impact Fees

A unique feature of the administration of these lots are the impact fees, which are charged to businesses that wish to fulfill their zoning and licensing parking requirements by buying into the lot rather than constructing parking on their own. The fees are set annually for the period from September 1st through August 31st.

Attachments: Resolution

Cc: John Meldahl

T&PW – Your Committee, having under consideration the Lyn/Lake Municipal Parking Lots Project and an operating profit that exceeds the 2013 assessment and the establishment of impact fees for businesses that have bought into the lots to meet parking requirements, now recommends:

- a) No special assessment proceeding for payable 2014 for the Lyn-Lake Parking Facilities; and
- b) Establishment of impact fees for the Lyn/Lake Lots for the period of September 1, 2013 through August 31, 2014 at \$940.00 per stall for businesses that had licenses/permits to expand their businesses, or approved plans by the City to expand their businesses as of September 1, 1998, and \$1885.00 per stall for new businesses.