



# CITY OF CONCORD

## REPORT TO MAYOR AND THE CITY COUNCIL

**FROM:** Brian G. LeBrun, Deputy City Manager Finance  
**CC:** Thomas J. Aspell, Jr., City Manager  
**DATE:** October 17, 2017  
**SUBJECT:** Compliance with RSA 674:21 V (l) Impact Fee Report

### **Recommendation**

To accept this report on impact fees collected and used.

### **Background**

Title LXIV Planning and Zoning, Chapter 674, Local land use Planning and Regulatory Powers establishes the parameters by which a community may collect impact fees and the purposes for which these collected fees may be expended. Under RSA 674:21 V (l), municipalities having adopted an impact fee ordinance shall prepare a report listing all expenditures of impact fee revenue for the prior fiscal year, identifying the capital improvement project for which the fees were assessed and stating the dates upon which the fees were assessed and collected. The annual report shall enable the public to track the payment, expenditure, and status of the individually collected fees to determine whether said fees were expended, retained or refunded.

### **Discussion**

The City of Concord maintains a robust Capital Improvement Program which is updated annually. Appropriations are also made annually to fund certain capital projects within the Capital Improvement Program. The City uses several funding sources to support capital projects including cash transfers from operating budgets, reserves, bonding, grants, donations and impact fees. The City has established a fund, separate from the General Fund, to report impact fees and balances. The attached report is a supplemental report that shows when the impact fee was received and for which CIP project the impact fee was used or retained, if the fee is currently available for use, and if it was identified to be used in the recently passed FY 2018 capital or operating budgets. As of June 30, 2017, the impact fee fund is reporting a balance of \$397,904.97. The FY 2018 budget authorized/planned the use of \$57,890, thereby leaving an amount available for other projects of \$340,014.97.