

<h1>POLICY MANUAL</h1>	Date Adopted: April 13, 1993
Classification: FEES	Date Last Amended: 05/23/95; 10/24/95; 07/22/97; 05/09/12
Subject: Drainage Fees: Administration of Master Plan Engineering Services Fee	Approved By:

**I. Policy:**

The Fresno Metropolitan Flood Control District shall annually transfer the Master Plan Engineering Services Fee proceeds, such transfer calculated as five-percent (5%) of the total prepaid drainage fee revenue (PPDA cash and “in lieu” facilities) for the preceding year (or period since the last transfer) to the General Fund as a partial reimbursement to the District’s General Fund for costs incurred for Master Plan engineering services related to development proposals.

**II. Purpose:**

It is the objective of the District to recover a portion of the costs incurred by the District for Master Plan engineering services related to development proposals for development of, reconciliation with, and modification of the adopted Storm Drainage and Flood Control Master Plan and for compliance with the District’s related standards and policies. This is accomplished through the inclusion in the drainage fees of a sum equaling five-percent (5%) of the total drainage fee, which is calculated as a sum not in excess of fifty-percent (50%) of actual engineering service costs, and is identified as the Master Plan Engineering Services Fee. It is also the objective of the District to administer the collection and transfer of the Master Plan Engineering Services Fee into the correct accounts of the District in an efficient and accurate manner.

**III. Administration:**

The Master Plan Engineering Services Fee is a portion of the drainage fee obligation and it is included in the fee rate structures of the City of Fresno, City of Clovis, the County of Fresno, and the Fresno Metropolitan Flood Control District. Therefore, payment of the Master Plan Engineering Services Fee will occur at the time of payment of the drainage fee obligation. The drainage fee obligation is:

- A. paid at the time of approval of the entitlement or issuance of a permit pursuant to the drainage fee ordinance of the local jurisdictional agency or the District; or,

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- B. paid pursuant to the terms of a development agreement and the applicable ordinances identified in Paragraph A above.

Drainage fees are deposited in a Trust Account for each planned local drainage area (PPDA Trust Account). These funds may then be used to construct drainage facilities, reimburse developer obligations, reimburse expenditures from the General Fund for construction of drainage facilities associated with a local drainage area, reimburse agreement administrative costs, or reimburse the General Fund for the costs of Master Plan engineering related development services.

- C. In administering the PPDA Trust Account, the priority for the distribution of funds shall be as follows, unless directed otherwise by the General Manager:
- (1) reimbursement of the General Fund for agreement administration service charges;
  - (2) reimbursement of the General Fund for Master Plan engineering services costs paid in cash;
  - (3) reimbursement of formal loans and contracts to purchase lands and easements and associated interest, which purchases are elements of the Storm Drainage and Flood Control Master Plan, when such loan agreements date precedes other contractual obligations related to PPDA revenues;
  - (4) reimbursement of development agreements pursuant to policies applicable to such agreements;
  - (5) reimbursement of the General Fund for Master Plan engineering services costs paid in lieu of cash;
  - (6) reimbursement of the General Fund for expenses incurred in support of the planned local drainage area or the related PPDA Trust Account;
  - (7) construction of drainage facilities within the planned local drainage area of the associated PPDA Trust Account.