



# Capital Improvements Element

## **2025 Annual Update:**

## **Financial Report & Community Work Program**

McDonough, Georgia

**Transmittal Draft**

**ROSS+associates**

urban planning & plan implementation

in association with HatleyPlans LLC

This CIE Annual Update covers the fiscal year 2024 and is based on the *Capital Improvements Element* adopted by the City in 2003 and subsequently amended March 18, 2019 and December 16, 2024.

The City's fiscal year runs from July 1 through June 30.

This Annual Update has been prepared based on the rules and regulations pertaining to impact fees in Georgia, as specified by the *Development Impact Fee Act* (DIFA) and the Department of Community Affairs (DCA) documents *Development Impact Fee Compliance Requirements* and *Standards and Procedures for Local Comprehensive Planning*. These three documents dictate the essential elements of an Annual Update, specifically the inclusion of a financial report and a schedule of improvements.

According to DCA's Compliance Requirements, the Annual Update:

"must include: 1) the Annual Report on impact fees required under O.C.G.A. 36-71-8; and 2) a new fifth year schedule of improvements, and any changes to

or revisions of previously listed CIE projects, including alterations in project costs, proposed changes in funding sources, construction schedules, or project scope." (Chapter 110-12-2-.03(2)(c))

## Financial Report

The Financial Report included in this document is based on the requirements of DIFA, specifically:

"As part of its annual audit process, a municipality or county shall prepare an annual report describing the amount of any development impact fees collected, encumbered, and used during the preceding year by category of public facility and service area." (O.C.G.A. 36-71-8(c))

The required financial information for each public facility category appears in the main financial table (page 2); all of the public facility categories have a single, city-wide service area. The status of all impact fee projects, by public facility category, is shown on the tables beginning on page 3.

requirements in a previous version of the *Standards and Procedures for Local Comprehensive*

## Schedule of Improvements

In addition to the financial report, the City has prepared a five-year schedule of improvements—a community work program (CWP)—as specified in DCA's Compliance Requirements (Chapter 110-12-2-.03(2)(c)), which states that local governments that have a CIE must "update their entire Short Term [i.e., Community] Work Programs annually."<sup>1</sup>

According to DCA's requirements,<sup>2</sup> the CWP must include:

- A brief description of the activity;
- Legal authorization, if applicable;
- Timeframe for undertaking the activity;
- Responsible party for implementing the activity;
- Estimated cost (if any) of implementing the activity; and,
- Funding source(s), if applicable.

All of this information appears in the Community Work Program portion of this document beginning on page 7.

*Planning*. The correct current description is found at Chapter 110-12-1-.04(2)(b)1.

<sup>2</sup> Chapter 110-12-1-.03(3).

<sup>1</sup> Note that DCA's Compliance Requirements specify that the work program is to meet the requirements of Chapter 110-12-1-.04(7)(a), which is a reference to the work program

## City of McDonough

## Annual Impact Fee Financial Report - Fiscal Year 2024

| FY 24 Information   | Public Facility Category |                   |                    | ***Administration | TOTAL            |
|---|--------------------------|-------------------|--------------------|-------------------|------------------|
|   | Fire Protection          | **Law Enforcement | Parks & Recreation |                   |                  |
| <b>*Impact Fee Fund Balance June 30, 2023</b>                     | \$404,177.41             | \$331,760.00      | \$2,336,422.97     | \$70,583.87       | \$3,142,944.25   |
| <b>Impact Fees Collected (July 1, 2023 through June 30, 2024)</b> | \$68,571.35              | \$72,943.47       | \$419,354.15       | \$16,826.07       | \$577,695.04     |
| <b>Subtotal: Fee Accounts</b>                                     | \$472,748.76             | \$404,703.47      | \$2,755,777.12     | \$87,409.94       | \$3,720,639.29   |
| <b>Accrued Interest</b>   | \$2,208.65               | \$303.53          | \$12,658.85        | \$504.93          | \$15,675.96      |
| <b>(Impact Fee Refunds)</b>                                       | \$0.00                   | \$0.00            | \$0.00             | \$0.00            | \$0.00           |
| <b>Expenditures</b>   | (\$67,225.72)            | (\$626,378.93)    | (\$452,331.63)     | (\$33,503.00)     | (\$1,179,439.28) |
| <b>Impact Fee Fund Balance June 30, 2024</b>                      | \$407,731.69             | (\$221,371.93)    | \$2,316,104.34     | \$54,411.87       | \$2,556,875.97   |
| <b>Impact Fees Encumbered</b>                                     | \$407,731.69             | \$0.00            | \$2,316,104.34     |                   | \$2,723,836.03   |

\* The Fee Account Balances as of June 30, 2022 and June 30, 2023 were adjusted in accordance with the City's annual financial audits to reflect the modified rates and fee allocations in the amended Impact Fee Schedule (adopted August 3, 2021). The Financial Reports for Fiscal Years 2022 and 2023 have been revised, accordingly, and are included in this Annual Update on the following pages.

\*\*The amended Impact Fee Schedule resulted in reduced impact fees allocated to Fire Protection and Law Enforcement and increased allocations to Parks and Recreation after August 3, 2021. The reallocations applied retrospectively resulted in a deficit balance in the Law Enforcement category during the fiscal year ended June 30, 2024. In addition, FY24 expenditures were made for land acquisition to accommodate future police functions; however, it has been determined the land is better suited as a future park. Accordingly, Park funds will reimburse the Law Enforcement account, and this transaction will be reflected in a future Annual Update report.

\*\*\*The amended Impact Fee Schedule (August 3, 2021) included an Administrative Fee of 3%, as allowed under state law, and eliminated the CIE Cost Recovery Fee of .20%.

City of McDonough      Annual Impact Fee Financial Report - Fiscal Year 2023 (Amended)

| FY 23 Information  | Public Facility Category |                     |                       | Administration     | TOTAL                 |
|--|--------------------------|---------------------|-----------------------|--------------------|-----------------------|
|  | Fire Protection          | Law Enforcement     | Parks & Recreation    |                    |                       |
| Impact Fee Fund Balance June 30, 2022                      | \$470,557.41             | \$290,392.00        | \$1,854,705.97        | \$26,020.87        | \$2,641,676.25        |
| Impact Fees Collected (July 1, 2022 through June 30, 2023) | \$210,811.00             | \$224,251.00        | \$1,327,776.00        | \$52,885.00        | \$1,815,723.00        |
| <b>Subtotal: Fee Accounts</b>                              | <b>\$681,368.41</b>      | <b>\$514,643.00</b> | <b>\$3,182,481.97</b> | <b>\$78,905.87</b> | <b>\$4,457,399.25</b> |
| Accrued Interest   | \$1,169.00               | \$1,243.00          | \$6,538.00            | \$267.00           | \$9,217.00            |
| (Impact Fee Refunds)                                       | \$0.00                   | \$0.00              | \$0.00                | \$0.00             | \$0.00                |
| Expenditures   | (\$278,360.00)           | (\$184,126.00)      | (\$852,597.00)        | (\$8,589.00)       | (\$1,323,672.00)      |
| Impact Fee Fund Balance June 30, 2023                      | \$404,177.41             | \$331,760.00        | \$2,336,422.97        | \$70,583.87        | \$3,142,944.25        |
|  |                          |                     |                       |                    |                       |
| Impact Fees Encumbered                                     | \$404,177.41             | \$331,760.00        | \$2,336,422.97        |                    | \$3,072,360.38        |

## City of McDonough

## Annual Impact Fee Financial Report - Fiscal Year 2022 (Amended)

| FY 22 Information  | Public Facility Category |                     |                       | Administration     | TOTAL                 |
|--|--------------------------|---------------------|-----------------------|--------------------|-----------------------|
|  | Fire Protection          | Law Enforcement     | Parks & Recreation    |                    |                       |
| Impact Fee Fund Balance June 30, 2021                      | \$307,878.46             | \$223,868.40        | \$677,591.06          | (\$5,416.75)       | \$1,203,921.17        |
| Impact Fees Collected (July 1, 2021 through June 30, 2022) | \$198,078.50             | \$210,332.50        | \$1,076,220.00        | \$44,542.00        | \$1,529,173.00        |
| <b>Subtotal: Fee Accounts</b>                              | <b>\$505,956.96</b>      | <b>\$434,200.90</b> | <b>\$1,753,811.06</b> | <b>\$39,125.25</b> | <b>\$2,733,094.17</b> |
| Accrued Interest   | \$120.45                 | \$128.10            | \$272.82              | \$15.62            | \$536.99              |
| *Transfer from General Fund                                | \$0.00                   | \$0.00              | \$100,622.09          | \$0.00             | \$100,622.09          |
| (Impact Fee Refunds)                                       | \$0.00                   | \$0.00              | \$0.00                | \$0.00             | \$0.00                |
| Expenditures   | (\$35,520.00)            | (\$143,937.00)      | \$0.00                | (\$13,120.00)      | (\$192,577.00)        |
| Impact Fee Fund Balance June 30, 2022                      | \$470,557.41             | \$290,392.00        | \$1,854,705.97        | \$26,020.87        | \$2,641,676.25        |
| <b>Impact Fees Encumbered</b>                              | <b>\$470,557.41</b>      | <b>\$290,392.00</b> | <b>\$1,854,705.97</b> |                    | <b>\$2,615,655.38</b> |

\* Reimbursement for expenditures initially thought to have been impact fee eligible.

**Public Facility: Parks & Recreation**  
**Responsible Party:** Public Services Department  
**Service Area:** Citywide

| Project Description            | Project Start Date | Project End Date | Estimated Local Cost of Project | Maximum Percentage of Funding from Impact Fees | Maximum Funding Possible from Impact Fees | FY 2024 Impact Fees Expended | Impact Fees Encumbered | Status/Remarks |
|--------------------------------|--------------------|------------------|---------------------------------|--|---|------------------------------|------------------------|----------------|
| Park Acres                     | 2025               | 2050             | \$ 32,957,073.80                | 100.00%  | 32,957,073.80                             | \$ 452,331.63                | \$ 1,751,109.51        |                |
| Baseball/Softball Fields       | 2035               | 2050             | \$ 5,276,909.02                 | 100.00%  | 5,276,909.02                              |                              |                        |                |
| Batting Cages                  | 2035               | 2050             | \$ 26,499.79                    | 100.00%  | 26,499.79                                 |                              |                        |                |
| Football Fields                | 2035               | 2050             | \$ 1,115,061.54                 | 100.00%  | 1,115,061.54                              |                              |                        |                |
| Multi-Purpose Fields           | 2035               | 2050             | \$ 487,209.71                   | 100.00%  | 487,209.71                                |                              |                        |                |
| Tennis Courts                  | 2035               | 2050             | \$ 2,193,685.87                 | 100.00%  | 2,193,685.87                              |                              |                        |                |
| Pickleball Courts              | 2025               | 2026             | \$ 331,247.39                   | 100.00%  | 331,247.39                                |                              | \$ 100,000.00          |                |
| Basketball Courts (Full Court) | 2035               | 2050             | \$ 325,174.53                   | 100.00%  | 325,174.53                                |                              |                        |                |
| Basketball Courts (Half Court) | 2035               | 2050             | \$ 40,646.82                    | 100.00%  | 40,646.82                                 |                              |                        |                |
| Playgrounds                    | 2026               | 2050             | \$ 1,817,720.08                 | 100.00%  | 1,817,720.08                              |                              | \$ 100,000.00          |                |
| Pavilions                      | 2026               | 2050             | \$ 570,021.56                   | 100.00%  | 570,021.56                                |                              | \$ 100,000.00          |                |
| Restroom Buildings             | 2026               | 2050             | \$ 215,310.81                   | 100.00%  | 215,310.81                                |                              | \$ 100,000.00          |                |
| Concessions Stands             | 2035               | 2050             | \$ 89,712.84                    | 100.00%  | 89,712.84                                 |                              |                        |                |
| Restroom/Concessions/Storage   | 2035               | 2050             | \$ 772,910.59                   | 100.00%  | 772,910.59                                |                              |                        |                |
| Storage Buildings              | 2035               | 2050             | \$ 207,029.62                   | 100.00%  | 207,029.62                                |                              |                        |                |
| Band Shell/Amphitheaters       | 2035               | 2050             | \$ 897,128.36                   | 100.00%  | 897,128.36                                |                              |                        |                |
| Splash Pad                     | 2035               | 2050             | \$ 370,306.98                   | 100.00%  | 370,306.98                                |                              |                        |                |
| Disc Golf Courses              | 2028               | 2050             | \$ 124,217.77                   | 100.00%  | 124,217.77                                |                              |                        |                |
| Walking Trails                 | 2026               | 2050             | \$ 502,941.73                   | 100.00%  | 502,941.73                                |                              | \$ 109,994.83          |                |
| Benches                        | 2026               | 2050             | \$ 36,437.21                    | 100.00%  | 36,437.21                                 |                              | \$ 5,000.00            |                |
| Dog Park                       | 2035               | 2050             | \$ 5,913,456.09                 | 100.00%  | 5,913,456.09                              |                              |                        |                |
| Parking Spaces                 | 2025               | 2050             | \$ 110,415.80                   | 100.00%  | 110,415.80                                |                              | \$ 50,000.00           |                |
|                                |                    |                  | <b>\$ 54,381,117.91</b>         |  | <b>\$ 54,381,117.91</b>                   | <b>\$ 452,331.63</b>         | <b>\$ 2,316,104.34</b> |                |

**Public Facility: Fire Stations and Equipment**  
**Responsible Party:** Fire Department  
**Service Area:** Citywide

| Project Description         | Project Start Date | Project End Date | Local Cost of Project   | Maximum Percentage of Funding from Impact Fees | Maximum Funding Possible from Impact Fees | FY 2024 Impact Fees Expended | Impact Fees Encumbered | Status/Remarks |
|-----------------------------|--------------------|------------------|-------------------------|--|---|------------------------------|------------------------|----------------|
| New Storage Building        | 2024               | 2025             | \$ 138,669.00           | 100.00%  | \$ 138,669.00                             |                              |                        | Complete       |
| New Station 53              | 2027               | 2028             | \$ 5,499,000.00         | 100.00%  | \$ 5,499,000.00                           |                              |                        |                |
| New Station 54              | 2031               | 3032             | \$ 5,499,000.00         | 100.00%  | \$ 5,499,000.00                           |                              |                        |                |
| New Station                 | 2037               | 2038             | \$ 2,175,925.00         | 100.00%  | \$ 2,175,925.00                           |                              |                        |                |
| New Station                 | 2044               | 2045             | \$ 2,175,630.00         | 100.00%  | \$ 2,175,630.00                           |                              |                        |                |
| Rescue Pumper               | 2026               | 2050             | \$ 4,500,000.00         | 100.00%  | \$ 4,500,000.00                           |                              | \$ 367,731.69          |                |
| Aerial Platform             | 2045               | 2045             | \$ 1,555,640.00         | 100.00%  | \$ 1,555,640.00                           |                              |                        |                |
| Brush/Utility Trucks        | 2038               | 2050             | \$ 500,000.00           | 100.00%  | \$ 500,000.00                             |                              |                        |                |
| Command SUVs                | 2025               | 2050             | \$ 150,000.00           | 100.00%  | \$ 150,000.00                             | \$ 67,225.72                 |                        |                |
| Administrative SUV Vehicles | 2026               | 2050             | \$ 360,000.00           | 100.00%  | \$ 360,000.00                             |                              | \$ 40,000.00           |                |
|                             |                    |                  | <b>\$ 22,553,864.00</b> |  | <b>\$ 22,553,864.00</b>                   | <b>\$ 67,225.72</b>          | <b>\$ 407,731.69</b>   |                |

**Public Facility: Police Buildings and Equipment**  
**Responsible Party:** Police Department  
**Service Area:** Citywide

| Project Description        | Project Start Date | Project End Date | Estimated Local Cost of Project | Maximum Percentage of Funding from Impact Fees | Maximum Funding Possible from Impact Fees | FY 2024 Impact Fees Expended | Impact Fees Encumbered | Status/Remarks |
|----------------------------|--------------------|------------------|---------------------------------|--|---|------------------------------|------------------------|----------------|
| Storage Building Expansion | 2045               | 2025             | \$ 184,892.00                   | 100.00%  | \$ 184,892.00                             |                              |                        | Complete       |
| Simpson Street Precinct    | 2024               | 2025             | \$ 582,910.00                   | 100.00%  | \$ 582,910.00                             |                              |                        | Complete       |
| Emergency Power Systems    | 2026               | 2050             | \$ 101,313.00                   | 100.00%  | \$ 101,313.00                             |                              |                        |                |
| Law Enforcement Complex    | 2026               | 2027             | \$ 2,000,000.00                 | 100.00%  | \$ 2,000,000.00                           | \$ 626,378.93                |                        |                |
| Vehicles                   | 2028               | 2050             | \$ 3,883,947.00                 | 100.00%  | \$ 3,883,947.00                           |                              |                        |                |
|                            |                    |                  | <b>\$ 6,753,062.00</b>          |  | <b>\$ 6,753,062.00</b>                    | <b>\$ 626,378.93</b>         | <b>\$ -</b>            |                |

**COMMUNITY WORK PROGRAM**  
**Impact Fee Eligible Projects, Based on 12.16.24 CIE**

| Category           | Action/Item                       | 2025/26 | 2027 | 2028 | 2029 | 2030 | Responsible Party       | Cost Estimate* | Funding Source** |
|--------------------|-----------------------------------|---------|------|------|------|------|-------------------------|----------------|------------------|
| Fire Protection    | Purchase 1 Rescue Pumper          | ✓       |      |      |      |      | Fire Department         | \$500,000      | 100% Impact Fees |
| Fire Protection    | Purchase 3 Admin. Vehicles – SUVs | ✓       |      | ✓    |      | ✓    | Fire Department         | \$120,000      | 100% Impact Fees |
| Fire Protection    | Construct New Station 53          |         | ✓    | ✓    |      |      | Fire Department         | \$5,499,000    | 100% Impact Fees |
| Law Enforcement    | Purchase 2 Police Admin. Vehicles |         |      | ✓    |      |      | Police Department       | \$85,250       | 100% Impact Fees |
| Law Enforcement    | Install 1 Emergency Power System  | ✓       |      |      |      |      | Police Department       | \$101,313      | 100% Impact Fees |
| Law Enforcement    | Construct Law Enforcement Complex |         | ✓    |      |      |      | Police Department       | \$6,500,000    | 100% Impact Fees |
| Parks & Recreation | Construct 6 Pickleball Courts     | ✓       |      |      |      |      | Public Works Department | \$331,247      | 100% Impact Fees |
| Parks & Recreation | Construct 2 Playgrounds           | ✓       | ✓    |      |      |      | Public Works Department | \$363,544      | 100% Impact Fees |
| Parks & Recreation | Construct 2 Restroom Buildings    | ✓       | ✓    |      |      |      | Public Works Department | \$143,541      | 100% Impact Fees |



| Category           | Action/Item                | 2025/26 | 2027 | 2028 | 2029 | 2030 | Responsible Party       | Cost Estimate* | Funding Source** |
|--------------------|----------------------------|---------|------|------|------|------|-------------------------|----------------|------------------|
| Parks & Recreation | Construct Walking Trails   | ✓       | ✓    |      |      |      | Public Works Department | \$502,942      | 100% Impact Fees |
| Parks & Recreation | Install Pavilion           | ✓       |      |      |      |      | Public Works Department | \$81,432       | 100% Impact Fees |
| Parks & Recreation | Construct Disc Golf Course |         |      | ✓    |      |      | Public Works Department | \$62,109       | 100% Impact Fees |
| Parks & Recreation | Install 15 Benches         | ✓       | ✓    |      |      |      | Public Works Department | \$24,844       | 100% Impact Fees |
| Parks & Recreation | Add 235 Parking Spaces     | ✓       | ✓    |      |      |      | Public Works Department | \$616,258      | 100% Impact Fees |

\*Costs subject to change.

\*\*Although projects are 100% eligible for impact fee funding, alternate or supplemental funding may be utilized temporarily when impact fee funds on hand are less than a project will cost. In such cases, project costs would be reimbursable from impact fee collections as such fees are collected.