

**LAKE COUNTY
CAPITAL FACILITIES ADVISORY COMMITTEE**

MEETING MINUTES – May 17, 2012

County Commission Liaison:

Commissioner Sean Parks, District 2

Members Present:

Dr. Tod Howard, School Board
Davis Talmage, Banking and Finance
Bill Benham, Agricultural Industry Representative
Linda Nagle, Home Builders Association of Lake County
Jim Richardson, League of Cities
Nancy Hurlbert, Citizen at Large
Jeffrey Banker, Citizen at Large
Alan Winslow, Citizen at Large
Ralph Smith, Citizen at Large

Members Absent:

Representative from Chamber of Commerce: Vacant
Representative from Environmental Community: Vacant

School Board Staff Present:

Harry Fix
Carol MacLeod

Staff Present:

Melanie Marsh, Deputy County Attorney
Amye King, AICP, Director of Growth Management
Paul Simmons, Planner
Brenda DeMartino, Office Associate V

Citizen Presents:

Vance Jochim
Bill Mathias

Call To Order:

Chairman Talmage called the meeting to order at 9:30 a.m. He noted the meeting had been duly advertised and asked for a motion to approve the October 6, 2011 minutes.

MOTION was made by Linda Nagle to approve minute, and SECONDED by Bill Benham to approve the October 6, 2011 minutes of the Lake County Capital Facilities Advisory Committee. Motion carried unanimously.

Old Business:

Question was posed by Bill Benham to Commissioner Parks if the Commission had acted on anything the Committee has thus far suggested, and Alan Winslow voiced his concern over the lack of action by the BCC. Commissioner Parks replied that no recommendations made by this Committee had been discussed by the Commission as of yet but would at a future meeting after this year's budget is passed and that a commitment to the Committee's suggestions will be made. Commissioner Parks is optimistic that by the end of the year, the BCC will act on this Committee's recommendations. He is hopeful that a commitment to some general fund monies will be done to show they value the Committee's recommendations. Bill Benham questioned if Commissioner Parks thought one-on-one meetings with the commissioners would be a good idea to get things progressing. Commissioner Parks responded that it is worth the time spent to meet with all the commissioners. The question of "the nickel" was brought up, and it was asked what the time frame would be to get a bond referendum on November's ballot. Per Melanie Marsh, the deadline to make the ballot would be August 15 at noon (wording and hearings would have to be done ahead of time). Per Amye King, the Road Program will be before the BCC on the August 14 Budget Workshop, and on June 26, the budget presentation for 2013 will be going before the BCC.

Linda Nagle questioned if the Committee had met quorum today which it had. Six of 11 committee members were in attendance.

New Business:

Election of New Officers:

The suggestion was made by Commissioner Parks to select the School Board representative as the chair for the committee at this time due to the upcoming educational component and impact fees related to schools, and then have the vice chairman take over that, but Linda Nagle was "not comfortable" with the suggestion. Nancy Hurlbert agreed citing a possible conflict of interest.

Linda Nagle nominated Bill Benham as the new chairman. Nancy Hurlbert seconded, and it was passed by the committee unanimously.

Nancy Hurlbert nominated Linda Nagle as Vice-Chairman, seconded by Jim Richardson, and it was passed by the committee unanimously.

Discussion ensued among the Committee about whether to vote for a Secretary at this time. Consensus was to have staff continue to organize the meetings.

Scheduling of the next CFAC meeting was discussed. The next meeting was scheduled for Thursday, June 7 at the School Board Office starting at 9:30 a.m. Future meetings were also discussed including frequency and duration. County Manager and the BCC would like this committee's report to them by the first of the year, and so the frequency of the meetings would have to be increased to make that. Staff suggested monthly meetings for June and July and then to increase the frequency in the fall. Committee members expressed that they cannot attend all day meetings due to their regular work schedules and would prefer ½ day meetings. It was suggested that there be one meeting in June, one in July and then to increase the frequency to every other or every third week beginning in August. This will be brought back to the committee at the June 7 meeting.

Staff announced the resignation of two members of the committee, Lucille Epsey-Francis, Representative for the Conservation Council, and John Buxman, Chamber of Commerce. Providing that all the information is received from the Conservation Council and Chamber of Commerce, these openings will be on the BCC agenda on June 26, 2012 and new appointments to the CFAC made for the two year terms starting on August 3, 2012. As there are two vacancies on the committee at this time, a discussion was held to see if an ordinance changing the quorum requirements from a majority of the membership to a majority of the appointed members could be done. Melanie Marsh said she would check on it and let staff know.

MOTION was made by Jeffrey Banker to change the quorum language to reflect the appointed members of the Committee, and SECONDED by Nancy Hurlbert. Motion carried 5-1.

Review of Ordinance:

A required annual review of the Capital Facilities Advisory Committee was completed. One change was noted: the School Board representative is now an elected member. Duties of the committee were reviewed including investigating alternative funding for capital facilities rather than just reviewing the impact fee study. Another duty is review the impact fee revenues and expenditures of the funds collected via impact fees. As school impact fees and transportation impact fees are suspended, staff has been tracking what would have been collected since the first and second suspension. This information will be forwarded to the Committee. Another duty is that recommendations from the CFAC to the BCC should be made by March 1 in order to allow the BCC time to budget for the following fiscal year or by such date as requested by the BCC. This was not required this year as the BCC voted to suspend both school and transportation impact fees for a year. Members of the CFAC were reviewed, and the two year term was noted. The Commissioner Liaison is a non-voting position. There was discussion of some clarification of the Sunshine Laws as it pertains to this committee.

Jim Richardson had a comment on a former CFAC member that disagreed with a committee recommendation and sent a separate recommendation to the BCC. Staff and the Chair were not advised of this in advance, and it is not anticipated that it will happen again as that CFAC member is no longer serving on the committee.

Discussion of School Impact Fee Report:

Staff informed that Randy Young, who originally composed the impact fee report, scheduled to conference in today. After meeting with the School Board, Commissioner Parks and county management, it was decided to save the money and wait until the School Board had an opportunity to explain their funding and then conference Mr. Young in at a future CFAC meeting. It is anticipated that the School Board will provide the committee their report and possibly in July, have Mr. Young conference in.

Carol MacLeod, from the School Board, reviewed information from the 2007 Impact Fee Study in comparison to the 2011 Impact Fee Study, and this is attached to these minutes. She believes the committee should have a solid understanding of the School Board funding and School Board finances, and it was decided that these will be discussed in detail at the June 7 meeting. It was noted that the School Board has \$30 million in impact fee revenue left at this point.

There was discussion of alternative funding to replace of impact fees, or in the case of the reinstatement of impact fees, funding to supplement them. Examples included taking funds from the general fund, increasing the millage rate and a possible gas tax. Commissioner Parks also brought up legislative changes that the Commission would like to pursue that will be brought forward in November. The alternative funding could be put on the legislative agenda per this committee's recommendation.

Harry Fix, Director of Planning for the School District, noted that Long Range Planning for the northwest portion of the county will be addressed in October as the committee is likely to take breaks in the meeting schedule during the summer months; mostly due to the school schedule. He stressed that identifying the needs of the school district will be an important part of this committee, i.e. student growth and the resultant new facilities needed. Long range planning is looked at in five year, 10 year and 20 year spans of time. Dr. Howard, of the School Board, suggested that once the committee has the financial information from the School Board that the committee looks at new growth (schools), long-range planning and how to pay for it. The School Board is looking for this committee to offer input/recommendations based on this impact fee report. Discussion was if a separate ½ penny could be pursued, and Dr. Howard stated that it must be approved by the BCC on a referendum. It has not been brought to the BCC to date. Question was asked if other state School Boards had gone after the ½ penny and received it. Carol MacLeod stated she had that information and would bring it to the next meeting. The committee also asked her to bring the School Board's immediate needs and long-term needs to the June 7 meeting to develop a good time line of how much money will be needed and when.

Linda Nagle asked about planning for private or charter schools that take away students from the public schools. Carol MacLeod responded that they look at all potential students within the county, as at any time, they could become regular public school students; making planning more difficult. Each student is funded by the state at approximately \$10,000. If a student moves to a charter school, the monies follow the student. Bill Benham question if student population is still increasing, and it was determined that while it has slowed considerably, Lake County has increased slightly. Nearby counties are showing a decrease in student population.

Alan Winslow stated that he would like to know when the committee will have all the information they need in order to make recommendations to the BCC. He stated it looked like six months and then it would be close to a year before getting a good recommendation to the BCC. Bill Benham stated the BCC wants a report by the first of the year and that is why the meeting schedule is important. The meetings will be held in greater frequency after the summer to make sure the committee makes this deadline. Harry Fix stated the School Board would "frame the financial picture" and what those monies can be spent on at the next meeting. Growth and excess student stations will be the focus on the following CFAC meeting.

Staff reported that the need to expedite the recommendations is the fact that they impact fee suspension is up in March 2013 and that the BCC will need time to decide (based on the committee's recommendations) if they will continue the suspension or not.

Jim Richardson suggested the possibility of a doc stamp as a possible revenue source. It is a new home fee that when the home changes hands, an impact fee would be captured.

Staff also requested the committee relook at aligning of all the impact fee districts; with school continuing to have their own. This board previously recommended for the three districts for transportation. Staff would like all the impact fee districts to align with fire, libraries and roads.

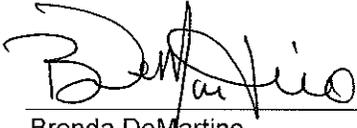
Commissioner Parks questioned if you can isolate impact fees within certain regions? Attorney Melanie Marsh will check into if it is possible to collect the fees in one area and spend it in the same area.

Adjournment:

Chairman Benham asked for a motion for the committee to adjourn; Davis Talmage motioned to adjourn and it was seconded by Jeffrey Banker.

Meeting was adjourned at 11:30 a.m.

Respectfully submitted,



Brenda DeMartino
Office Associate V



Bill Benham
CFAC Chairman