LAKE COUNTY IMPACT FEE COMMITTEE
October 21, 2010

The Lake County Impact Fee Committee met on Thursday, Oct 21, 2010 in Training Room "B" at the Lake County Agricultural Center at 1951 Woodlea Rd. Tavares, Florida. Ordinance 1996-31, effective April 19, 1996, created this Committee to review impact fees adopted by the Board of County Commissioners, evaluate the expenditure of funds collected via impact fees, and make recommendations to the Board of County Commissioners.

Ordinance 2004-26, enacted April 6, 2004, effective April 13, 2004, changed the name of the Impact Fee Evaluation and Review Committee to the Lake County Impact Fee Committee. A current commissioner of the Lake County Board of County Commissioners shall serve as liaison in a nonvoting position and shall not be considered a member.

County Commission Liaison
Commissioner Jennifer Hill

Members Present:
Jeffrey Banker, Citizen at Large
Bill Benham, Agricultural Industry Representative
Nancy Hurlbert, Citizen at Large, Chairman
Linda Nagle, Home Builders Association of Lake County
Jim Richardson, League of Cities
Denis Sargent, Citizen at Large
Alan Winslow, Citizen at Large

Members Not Present:
John Buxman, Chamber of Commerce
Carol MacLeod, Lake County Schools
Davis Talmadge, Banking and Finance

Staff Present:
Angi Thompson, Development Processing Manager
Ed O'Malley, Program Specialist
John Jolliff, Director of Public Safety/ Fire Chief
Debi Tinis, Financial Coordinator Funding and Production
Fred Schneider, Engineering Director

Others Present:
Douglas McCarl, Lake County School Board
Vance Joachim, Lake County citizen

Chairman Hurlbert called the meeting to order at 9:30 a.m. and noted that the meeting had been duly advertised and then asked for a motion on the June 17, 2010 Lake County Impact Fee Committee meeting minutes.

MOTION was made by Linda Nagle, SECONDED by Bill Benham to approve the June 17, 2010 Lake County Impact Fee Committee minutes.

FOR: **Banker, Benham, Hurlbert, Nagle, Richardson, Sargent, Winslow**

AGAINST: **None**

NOT PRESENT: **Buxman, MacLeod, Talmadge**

MOTION CARRIED: **7 – 0**

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Old Business

Ms. Hurlbert noted the number of new committee members attending their first meeting of the Impact Fee Committee and requested self introductions of those in attendance for the record. Self introductions followed.

Mr. Vance Joachim identified himself as a member of the public and he made some suggestions on improvements to the county web site with respect to meetings of the Impact Fee Committee, specifically, relative to meeting times and locations. Ms. Thompson indicated that his concerns would be addressed.

Ms. Hurlbert stated that we still have one vacancy on the committee, that being a representative of the conservation community. Ms. Thompson announced that two applications have been received and these would soon go before the Board of County Commissioners (BCC) for appointment.

New Business

School Impact Fee Annual Report

Mr. Doug McCarl, on behalf of Carol Macleod, presented the annual report on school impact fees. Mr. McCarl pointed out that the school system operates on a July 1st to June 30th fiscal year. He indicated that the fund balances match the audited financial statements. The school system took in some 7.8 million dollars including accumulated interest through the impact fee program year and this funding represents only one of the school systems sources of funding. Mr. McCarl presented expenditures on a number of specific projects and outlined how dollars from these sources are allocated to specific projects.

Ms. Nagle asked if Mr. McCarl could provide a breakdown on a percentage basis of the school systems funding based on state funding, impact fees, and sales taxes. Mr. McCarl stated that for this fiscal year impact fee collections are forecasted to be about three (3) million dollars. Property taxes and sales taxes are estimated to provide some thirty-five plus (35+) million dollars and the remaining two plus (2+) million dollars in expected revenue will come from state funding sources. Total new funding for this year is forty-one plus (41+) million dollars.

Mr. Sargent inquired about the trends in school enrollment. Mr. McCarl stated that statewide enrollments are down but Lake County is still growing at about one thousand (1,000) students per year.

Mr. Winslow questioned whether the School Board would have been able to do the build-out projected over the next year if they hadn't had a carryover from the prior year. Mr. McCarl indicated that impact fee dollars were carried over due to the planned expenditures for a new high school.

Mr. McCarl provided further insight into the school budget with some discussion on the other sources of funding available to the school board and how these funds are blended over the planning period to ensure adequate funding is available to meet district requirements.

Fire Impact Fee Annual Report

Fire Chief John Jolliff presented the fire impact fee annual report beginning with a collection report showing the history of fire impact fee collections since inception. Chief Jolliff pointed out the declining trend over the last few years. He then identified the major projects which incurred expenditures of impact fees including the Lake Jem Fire Station in 2009 built for 1.5 million dollars, and in 2010, the Paisley Fire Station built for 1.3 million dollars.

The impact fee account currently has some two million dollars on hand. Chief Jolliff indicated that it is his intent to relook at station requirements in hopes of downsizing the physical structures and stretching the remaining impact fee

dollars such that perhaps two new fire stations can be built over the coming years at a somewhat lower cost for each. It was pointed out that one such station could potentially be in Altoona where the existing structure is outdated to the point that the existing fire truck won't fit in the building. The building was initially utilized as a station for volunteer firemen but the station today is manned 24 hours a day by paid crews. Mr. Sargent added that he was familiar with this location in the county, as well as some others, which are in dire need of updating.

Mr. Richardson asked what plans the county had with respect to consolidation should the county and the various municipalities determined to combine efforts. Chief Jolliff responded that no definite plan is in place. Generally, he thinks that it would lead to consolidating personnel and closing some stations but stated it is critical to remember that we still have an 1100 square mile county to cover.

Ms. Nagle wanted to clarify whether the existing Altoona Fire Station was still needed. Chief Jolliff indicated the building currently being used is owned by the school board and is inadequate. Ms. Nagle received confirmation that if this station were replaced impact fees would pay only a portion of the project funding.

Road Impact Fee Annual Report

Ms. Debi Tinis of Public Works presented the annual report for road impact fees. Ms. Tinis presented charts showing historical collections over a 25 year period with a declining trend beginning in 2006. She pointed out that in 2010 the fee was suspended and that some 1.5 million dollars has been collected from October 1, 2009 through March 1, 2010.

Ms. Tinis also provided a chart showing disbursements by district over the 25 year period and a list of proposed expenditures through 2012. She also provided the Public Works web address for this and further budget data relative to impact fee collections and use.

Mr. Fred Schneider, Engineering Director, provided specific answers to several questions posed by Mr. Richardson, Mr. Sargent and Ms. Hurlbert with respect to the widening of Rte. 466A and Rte. 44B.

Mr. Benham inquired of Ms. Tinis what percentage of the capital budget comes from road impact fees. Ms. Tinis indicated that in 2010 some 10 million dollars from impact fees and 3.5 million from the sales tax went to pay for capital improvements.

Ms. Thompson indicated that the committee was also being provided a copy of a memorandum prepared by the Lake-Sumter Metropolitan Planning Organization (MPO), the last half of which provided information relative to alternative funding sources for the Lake County transportation network. Ms. Thompson indicated that T. J. Fish of the MPO provided the information and Ms. Thompson was prepared to provide comments back to him from the committee when they had a chance to review that information.

Mr. Sargent provided some specific comments relative to the .05 cent gasoline tax and his belief that it would present an inordinate burden on the citizens of Lake County.

Discussion followed on the next impact fee committee meeting which is scheduled for January 20, 2011. Ms. Thompson indicated that these meetings, when held, are always on the third Thursday of the month and the location would be specified in advance. Meetings are normally held in January, April, July and October and more frequently as required.

A discussion then followed on the status of current impact fee studies. Taking into account that the committee is now comprised of several new members and that the Board of County Commissioners has yet to take any action, the members requested the study be brought back for review by the new members. Additionally, Ms. Nagle asked if funds still remained for the consultants to appear before the committee so that new members would have an opportunity to ask questions and gain a better understanding of the study and its results.

Ms. Thompson indicated that the impact fee committee had previously reviewed the study and passed it on for the Board of County Commissioners (BCC) to review. She stated that the only way this study would come back before

this committee would be if the BCC sent it back for further comment and review. She indicated she understood the members concerns that many are new and never saw the study. She pointed out that procedurally, the committee did review the study. Discussion continued with questions about why the committee shouldn't re-review the study since the BCC has yet to look at the study or schedule a date to review it. A number of committee members expressed a desire to have the opportunity for some input prior to BCC review of the study.

The discussion continued relative to assumptions made by the consultant in the study. Ms. Thompson indicated that this kind of information is available in the study and the study is available on the county website. Additionally, the meetings are recorded and are available should members like to hear them.

The study costs were brought up and Ms. Thompson indicated she believed the cost was right around $130,000.00.

Ms. Nagle requested that Ms. Thompson outline for all the members the duties and function of the committee. Ms. Thompson provided an overview of member responsibilities and where those responsibilities are defined. She stated that members are subject to the sunshine law and members may not directly communicate with other members about business before the committee outside of committee meetings. The committee meets once each quarter unless further meetings are requested. Each January, a Chairman and Vice Chairman are elected for the next year. Among the duties of the committee are review of impact fee revenue and expenditures, changes identified for the wording in Chapter 22, review of impact fee studies, and to serve as an advisory committee to the BCC. Members are appointed for a two year term, and there is no financial disclosure required for members.

Mr. Vance Joachim, a citizen of Lake County, asked for the opportunity to make a comment. Mr. Joachim indicated that his discussion of the impact fee study with the consultant led him to believe that the methodology for the study was tilted toward minimizing legal liability as opposed to developing a business case scenario.

Ms. Nagle indicated that she felt the questions she had with respect to the methodology used in the study also went unanswered. Ms. Thompson stated that the consultant, due to their subject matter expertise, was charged with developing the methodology to be used in the study once the committee provided them with study requirements. Ms. Hurlbert stated that the methodology used to develop the road impact fee was reviewed by the Technical Advisory Committee (TAC) of the MPO. Ms. Nagle asked if the results of that review would be available on the MPO web site. Ms. Thompson stated the methodology of the study was developed by the consultant who was responsible for providing a study which included providing the results for the four assumptions which were provided by this committee.

Ms. Hurlbert adjourned the meeting at 10:45 AM.

Respectfully submitted,

Ed O'Malley	Nancy Hurlbert
Program Specialist	Chairman

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