



City of Deltona

2345 Providence Blvd.
Deltona, FL 32725

Agenda

City Commission Workshop

Mayor John C. Masiarczyk Sr.
Vice Mayor Chris Nabicht
Commissioner Heidi Herzberg
Commissioner Gary Mitch Honaker
Commissioner Nancy Schleicher
Commissioner Diane J. Smith
Commissioner Brian Soukup

Monday, August 22, 2016

2nd Floor Conference Room

IMMEDIATELY FOLLOWING THE SOUTHWEST DELTONA COMMUNITY REDEVELOPMENT AGENCY (CRA) BEGINNING AT 5:30 PM

1. CALL TO ORDER:

2. ROLL CALL – CITY CLERK:

3. PLEDGE TO THE FLAG:

PUBLIC COMMENTS: – Citizen comments limited to items not on the agenda and comments on items listed on the agenda will take place after discussion of each item.

4. BUSINESS:

- A. [Discussion: Ordinance No. 28-2016: Impact Fees Ordinance Amendment - Chris Bowley, AICP, Planning and Development Services, \(386\) 878-8602.](#)

[Strategic Goal: Fiscal Issues.](#)

Background:

In 2006, the City of Deltona (City) updated its impact fees for fire/rescue, law enforcement, and parks through Resolution No. 2006-47. In 2007, the City engaged a consultant for an Impact Fee Study and adopted Resolution No. 2007-11 for transportation impact fees. The City then entered into a series of three (3) impact fee moratoriums. In 2014, the City adopted Resolution No. 2014-32 following the moratoriums to provide for a unified impact fee schedule and recognized that a comprehensive impact fee study was needed. In 2015, Burton & Associates performed that study and made subsequent updates to the methodology. The comprehensive study includes impact fees for fire/rescue, park, transportation, and law enforcement fees for new and change of use projects. The

study does not include rates/fees for water and sewer public services.

Based on the above, City staff requests to bring Ordinance No. 28-2016 through the public hearing process to the City Commission for review and ultimate update of the City's Impact Fee Schedule. Of note is that Ordinance No. 28-2016 will take effect ninety (90) days after its final adoption by the City Commission.

Attachments: [Burton Impact Fee Study Report](#)
[Ordinance No. 28-2016 Impact Fees - REV-BV](#)

- B. [Discussion: City of Deltona Master Transportation Impact Analysis - Chris Bowley, AICP, Planning and Development Services, \(386\) 878-8602.](#)

[Strategic Goal: Fiscal Issues. Transportation/CIP.](#)

Background:

The City of Deltona (City) is focused on infrastructure improvements for the betterment of public health, safety, and welfare, as is recognized in the City's Strategic Plan. The City is committed to large-scale capital improvement projects in the form of the Eastern Wastewater Treatment Plant, force-main line sizing, reclaimed water, rapid infiltration basins, surface water storage tanks, and roadways. The City recently entered into a transportation bond to improve needed roadway expansion, maintenance, and access management throughout the City.

Phase I of that transportation CIP is underway and Phase II includes a list of projects as identified by the City Commission and City staff. To assist in the focus of Phase II of the City's Capital Improvement Plan (CIP), a City-wide master transportation impact analysis (TIA) performed to the River to Sea Transportation Planning Organization (TPO) methodology is requested to provide a ranked priority of projects, based on need. The concluding ranking of the master TIA will be included in the City's CIP and will be used by the Public Works Department in a systematic planned and programmed improvement process, with a committed budget.

Attachments: [Deltona Master TIA Scope of Services 080816](#)

- C. [Discussion regarding possible ordinance regulating rental houses. Becky Vose, Legal Department, \(407\) 448-0111.](#)

Background:

The idea of enacting a new rental ordinance has been raised as a possible remedy for several issues, particularly regarding beautification. The city formerly had a simple rental ordinance that required registration and the purchase of a \$20 business tax receipt, but it was ineffective and was repealed. A rental regulatory ordinance could be enacted that requires annual inspections, but that would

require additional city staff to be hired. At the workshop, the commission will be requested to provide input as to the type of additional regulation of rental properties desired, if any.

- D. [Consider and discuss Ordinance No. 14-2016, Amending Division 3, "Collection and Use", of Article III, "Stormwater Utility", of Chapter 54 "Special Assessments", of the Code of the City of Deltona, by adding a provision for stormwater utility fee credits - Becky Vose, Legal Department \(407\) 448-0111.](#)

[Strategic Goal: Infrastructure](#)

Background:

There has been a request to amend the stormwater utility fee ordinance relating to developed properties that have constructed and currently operate and maintain stormwater facilities that can reduce stormwater runoff impacts from the subject property and reduce the burden on the city to maintain, operate and provide capital improvements to the stormwater management system.

As an incentive for operating and maintaining a stormwater facility, fee credits may be granted to the utility customer when the management facility reduces the pollutant load on the water quality and reduces the flow of water from the subject property.

The proposed ordinance has been reviewed by the Deltona Business Alliance and the DBA has indicated its support of this ordinance.

Attachments: [Ordinance No. 14-2016](#)

- E. [Discussion regarding request to sign new lobbyist contract with different company and possible RFP for lobbyist. Jane Shang, City Manager, \(386\) 878-8858.](#)

[Strategic Goal: Economic Development](#)

Background:

The city has received a notification from Capitol Insight that it has merged with the law firm of Gray Robinson. Attached is a copy of a letter agreement that the city has been asked to sign retaining Gray Robinson as the city's lobbyist. In the fall of 2013, the city received 9 responses to an RFP for lobbyist services and of 4 finalists, the city chose Capital Insight. Gray Robinson did not respond to the RFP. The city commission will be asked at the workshop to give direction to the city manager as to whether to sign the agreement with Gray Robinson, or advertise an RFP for lobbyist services.

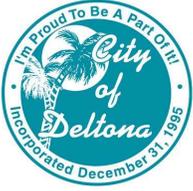
Attachments: [Gray Robinson](#)

5. CITY MANAGER COMMENTS:

6. ADJOURNMENT:

NOTE: If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for such purpose he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105).

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk, Joyce Raftery 48 hours in advance of the meeting date and time at (386) 878-8500.



Agenda Memo

AGENDA ITEM: A.

TO: Mayor and Commission

AGENDA DATE: 8/22/2016

FROM: Jane K. Shang, City Manager

AGENDA ITEM: 4 - A

SUBJECT:

Discussion: Ordinance No. 28-2016: Impact Fees Ordinance Amendment - Chris Bowley, AICP, Planning and Development Services, (386) 878-8602.

Strategic Goal: Fiscal Issues.

LOCATION:

City-wide.

BACKGROUND:

In 2006, the City of Deltona (City) updated its impact fees for fire/rescue, law enforcement, and parks through Resolution No. 2006-47. In 2007, the City engaged a consultant for an Impact Fee Study and adopted Resolution No. 2007-11 for transportation impact fees. The City then entered into a series of three (3) impact fee moratoriums. In 2014, the City adopted Resolution No. 2014-32 following the moratoriums to provide for a unified impact fee schedule and recognized that a comprehensive impact fee study was needed. In 2015, Burton & Associates performed that study and made subsequent updates to the methodology. The comprehensive study includes impact fees for fire/rescue, park, transportation, and law enforcement fees for new and change of use projects. The study does not include rates/fees for water and sewer public services.

Based on the above, City staff requests to bring Ordinance No. 28-2016 through the public hearing process to the City Commission for review and ultimate update of the City's Impact Fee Schedule. Of note is that Ordinance No. 28-2016 will take effect ninety (90) days after its final adoption by the City Commission.

COST:

N/A

SOURCE OF FUNDS:

N/A

ORIGINATING DEPARTMENT:

Planning and Development Services

STAFF RECOMMENDATION PRESENTED BY:

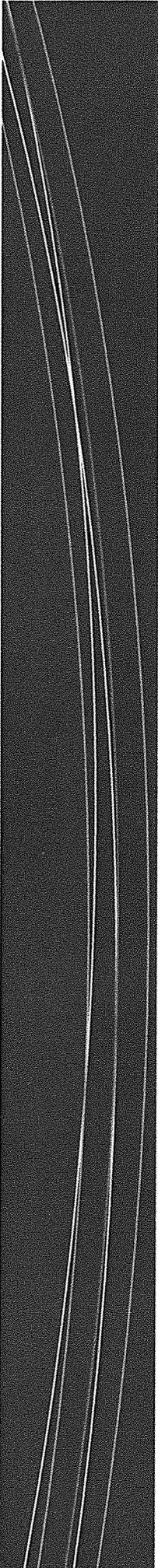
Chris Bowley, AICP, Director, Planning and Development Services - Staff recommends that Ordinance No. 28-2016 is processed through City Commission public hearings for review and

AGENDA ITEM: A.

ultimate update of the City's Impact Fee Schedule.

POTENTIAL MOTION:

None.



City of Deltona, FL

FY 2015 Impact Fee Study

Law Enforcement

Fire/Rescue

Parks and Recreation

Transportation

Final Report

September 30, 2015

Prepared by:

BURTON & ASSOCIATES

UTILITY RATES ■ ASSESSMENTS ■ FINANCIAL PLANNING

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SECTION 1. INTRODUCTION

Burton & Associates has completed an impact fee Study (Study) for the City of Deltona (City). This report presents the comprehensive results of the Study, including background information, legal requirements, an explanation of the calculation methodology employed, results of the analysis, as well as a comparative impact fee survey.

1.1 BACKGROUND

Impact fees are assessed against new development in an attempt to cover the cost of providing capital facilities (infrastructure) needed to serve new development. Such charges are the mechanism by which new growth can “pay its own way” and minimize the extent to which existing residents must bear the cost of new or expanded facilities, which are necessitated by new residents. Impact fees are capital cost recovery fees and are commonly referred to as impact fees, capacity fees, and development fees. For the purposes of this report, the use of the terms impact fees, capacity fees, development fees, or connection charges is interchangeable with impact fees.

The City currently charges impact fees for Law Enforcement, Fire/Rescue, Parks & Recreation, and Transportation. These impact fees were designed in 2005 by Tindale-Oliver & Associates, Inc. It should be noted that the City also charges impact fees for the Water and Sewer utility systems; however, this study is only for Law Enforcement, Fire/Rescue, Parks & Recreation and Transportation impact fees. As an industry best practice, the impact fee cost basis should be updated once every 5 years. The City, recognizing that the current fees are due for an update, engaged Burton & Associates to do so.

1.2 LEGAL REQUIREMENTS

Many of the legal precedents and requirements for impact fees in Florida date back to a Florida Supreme Court decision in the case of the Contractors and Builders Association

of Pinellas County versus the City of Dunedin, Florida. This case identified certain conditions to support a valid impact fee that were ultimately embodied in statutory guidelines enacted by the Growth Management Legislation passed in 1985. These legal standards require that impact fees must 1) bear a reasonable relationship to the benefit received by those who pay it, 2) must not exceed the proportional share of the cost of new facilities or services needed to serve new development and must include credits for contributions the development will make toward deferring that cost, and 3) must be earmarked and expended in such a way as to ensure that those paying the fee receive benefit from that payment.

Also, in 2006 Florida Legislature passed Senate Bill 1194 that created Section 163.31801, Florida Statutes, which has also come to be known as the “Florida Impact Fee Act”. This legislation outlined additional requirements regarding the calculation and accounting of impact fees. Most notably, this legislation requires 1) that the calculation of impact fees be based upon the most recent, localized data, 2) separate reporting/accounting of impact fee revenue and expenditures in a distinct fund, 3) that the administrative charges collected in impact fees be based upon actual costs, and 4) that 90 days’ notice be given prior to the effective date of an ordinance imposing or amending an impact fee.

In summary, the courts and subsequent legislation have addressed three areas associated with the development of impact fees. These areas include: 1) “fair share” allocation rules dealing with payment of impact fees by the affected property owners, 2) “rational nexus” standards, which focus on the expenditure or purpose of impact fees, and 3) “credit” allowances, which recognize offsets in the calculation of impact fees.

The “fair share” allocation rules require that an impact fee only be used for capital expenditures that are attributable to new growth. Additionally the “fair share” allocation rules recognize that the cost of facilities used by both existing customers and new development must be apportioned between the two user groups, such that the user groups are treated equally and one group does not subsidize the other.

The “rational nexus” standards require that there is a reasonable relationship between the need for capital facilities and the benefits received by new customers for which the impact fee will be expended.

There are two conditions that limit where and when impact fees can be collected and used. With respect to the first condition, although there is no specific limit as to distance between an applicant paying the impact fee and the capital expenditure to be constructed by the fee, there should be a general geographical relationship between fee collection and use. The second nexus condition recognizes that the property must receive a benefit from the service for which the impact fee is being applied. With respect to the impact fees considered in this study the facilities and equipment included are used by and constructed or purchased on behalf of all properties within the City service area, and they benefit both residential and commercial customers. Consequently, all new growth requesting capacity from the City will be subject to these impact fees.

The “credit” allowance requirements recognize that if a public agency has received property in the form of cost-free capital or if there is another revenue source that will be used for the capital expenditures necessitated by new growth, a credit should be included within the determination of the impact fees. Specifically, “credits” should be reflected as part of calculating impact fees to recognize any grants, contributions by developers, assessments, and other sources that provide funds for the same capital expenditures included in the basis of impact fees to avoid a double-recovery of costs.

1.3 OBJECTIVES

The objectives of the Study were to determine the full cost recovery impact fees for the following:

- Law Enforcement
- Fire/Rescue
- Parks & Recreation
- Transportation

Additionally, the study intends to provide a comparison of these results to the City's current impact fees, and the charges of neighboring and other generally comparable municipalities.

1.4 GENERAL METHODOLOGY

Determining impact fees for general government services is a level of service (LOS) based process. For services for which LOS standards have not been adopted, such as Law Enforcement and Fire/Rescue, the observed LOS is used as the bases for the capital costs needed to serve new growth while maintaining the current observed LOS. For services for which LOS standards have been adopted, such as Parks & Recreation and Transportation, those adopted LOS standards are used as the bases for the capital costs needed to serve new growth while maintaining the adopted LOS. In both cases the objective is to determine the costs of facilities and capital equipment necessary to serve new growth. If impact fees are not assessed, either 1) the facilities and capital equipment to serve new growth will not be constructed or acquired and the level of service provided to current properties will degrade as growth occurs, or 2) the facilities and equipment to serve new growth will be constructed or acquired but will be funded by current properties for the benefit of new growth.

SECTION 2. LAW ENFORCEMENT IMPACT FEES

This section describes the calculation of the Law Enforcement (Police) impact fees for the City. The City provides police services to all residents and businesses within the corporate limits of the City via contract with the Volusia County Sheriff's Office. Therefore, the costs eligible for inclusion in a Law Enforcement impact fee are only those capital costs incurred by the City which are necessary to provide the observed levels of service to new growth and will be recovered from all new residential and commercial growth within the City.

2.1 COST BASIS

While the City contracts police services through the County, the City has made investments in capital assets to enable the Sheriff's office to function as City police force. These assets consist of the current Sheriff's office within the City limits, as well as the City's investment in the future public safety facility. City staff has provided specific costs for the land purchase and construction of each facility used to support law enforcement within City limits. The 2015 replacement costs of these facilities are presented in the table below and that the land cost is presented at original cost:

**Deltona - Law Enforcement Impact Fee
Existing Cost Basis**

Existing Assets Costs

Land Cost - Sherriff's Office	\$ 54,000
Building Cost - Sherriff's Office	\$ 189,000
Land Cost - Public Safety Facility	\$ 5,368,000
Pad Cost - Public Safety Facility	\$ 200,000
Total Existing Asset Costs	\$ 5,811,000

2.2 RESULTS

2.2.1 Impact Fee Calculation

To determine the impact fee amounts, the total costs identified above are divided amongst the total developed square footage in the City to determine the cost per square foot to provide the current observed level of service. Developed square footage is defined as the size or square footage of all structures and buildings developed on properties within the City. The developed square footage does not include the size of land or any vacant acreage within the City. The total existing square footage within the City was obtained using data from the Volusia County Property Appraiser. A subsequent 10% credit was then applied to the cost per square foot in the calculation of the impact fee amount to avoid double recovery of grants and other funding sources such as ad valorem taxes or other taxes/fees. In addition, a 3% reduction for allowance of estimation and contingency was included in the fee calculation. The table below presents the Law Enforcement impact fee calculation.

FY 2015 IMPACT FEE STUDY
LAW ENFORCEMENT IMPACT FEES

Deltona - Law Enforcement Impact Fee
Impact Fee Calculation

<u>Existing Developed Sq Ft ⁽¹⁾</u>			
	Residential	74,963,674	
	Non-Residential	5,824,870	
	Total Existing Developed Sq Ft	80,788,544	
Total Costs of Existing Assets: \$ 5,811,000			
Existing Asset Cost per Sq Ft \$ 0.072			
	Less: Credit for Grant and Other Funding	\$ (0.007)	10%
	Less: Allowance for Estimation/Contingency	\$ (0.002)	3%
	Impact Fee per Sq Ft	\$ 0.063	
	Impact Fee per 1,000 Sq Ft	\$ 63.00	
Average Sq Ft per Single Family Home: 2,286			
Average SF Home Rounded to nearest 1,000 Sq Ft 2,000			
	Calculated Fee for Average Single Family Home	\$ 126.00	
	Existing Fee for Average Single Family Home	\$ 116.30	
	\$ Change	\$ 9.70	
	% Change		8% Increase

(1) - Developed Square Footage obtained from the Volusia County Property Appraiser

While the calculated impact fees are presented on a square footage basis, for implementation purposes the City has requested the fees be presented on a per 1,000 square foot basis. As such the proposed fee schedule is presented below by land use category.

Proposed Law Enforcement Impact Fee Schedule

	Impact Fee Unit	Impact Fee
Residential		
Single Family Residential	1,000 Square Feet	\$63.00
Multi Family	1,000 Square Feet	\$63.00
Hotel/Motel	1,000 Square Feet	\$63.00
Office	1,000 Square Feet	\$63.00
Hospital/Nursing Home/Clinic	1,000 Square Feet	\$63.00
Gas Stations/Convenience Stores	1,000 Square Feet	\$63.00
General Retail	1,000 Square Feet	\$63.00
Sit-Down Restaurants/Bars	1,000 Square Feet	\$63.00
Fast Food/Cafes - No Drive Thru	1,000 Square Feet	\$63.00
Fast Food/Cafes - With Drive Thru	1,000 Square Feet	\$63.00
Banks	1,000 Square Feet	\$63.00
Movie Theaters	1,000 Square Feet	\$63.00
Auto Care	1,000 Square Feet	\$63.00
Industrial/Utilities	1,000 Square Feet	\$63.00
Warehousing	1,000 Square Feet	\$63.00
Indoor Recreation/Sports/Fitness	1,000 Square Feet	\$63.00
Outdoor Recreation/Sports/Fitness	1,000 Square Feet	\$63.00
Civic/Institutional	1,000 Square Feet	\$63.00
Daycare	1,000 Square Feet	\$63.00

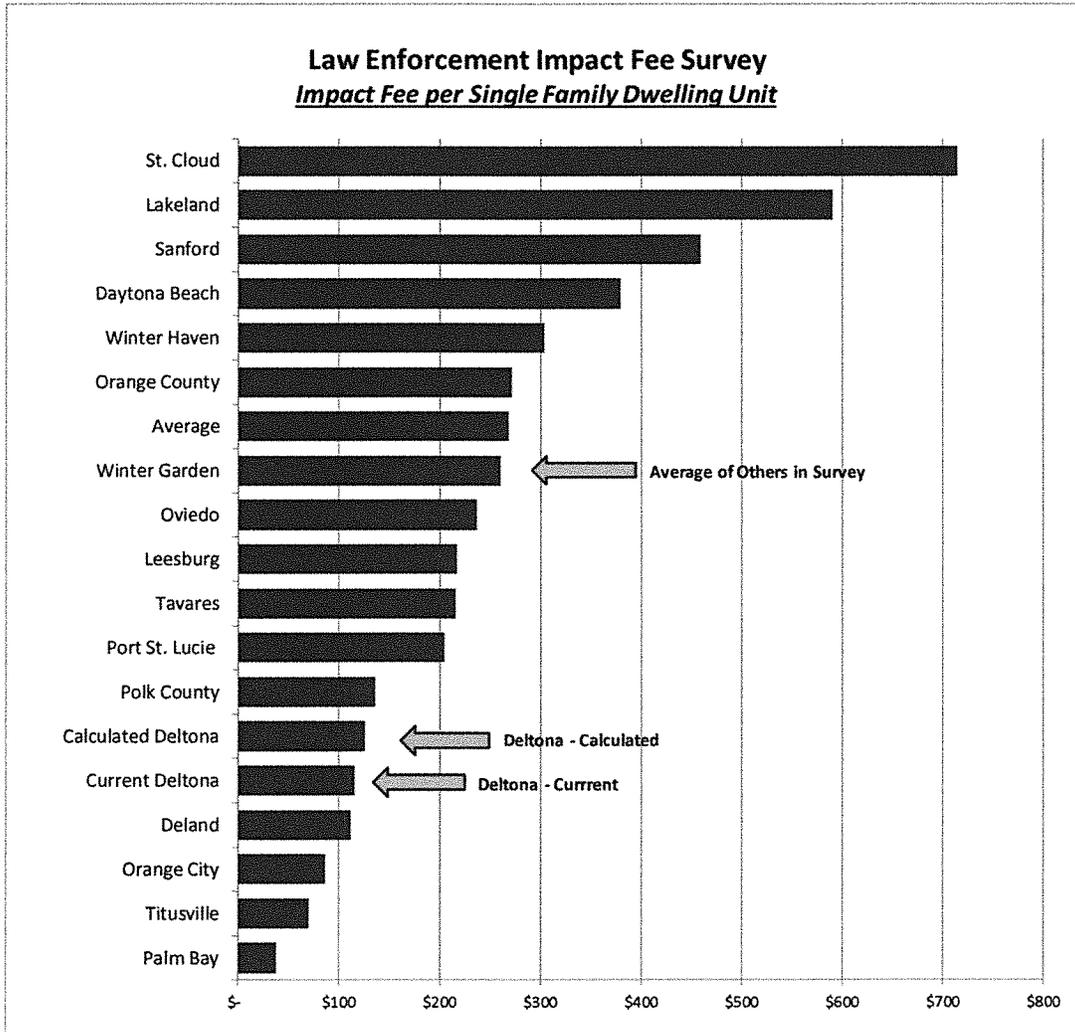
It is important to note that the City has discretion regarding the percentage of cost recovery utilized in the establishment of impact fees. The impact fees can recover any amount up to, but not in excess of, the full cost recovery amounts identified herein. Adoption of impact fees at full cost recovery would lessen the pressure on taxes and other general fund revenues used to fund law enforcement facilities and equipment, thus reducing the need for funding of those facilities and equipment with general fund revenues. However, the City has discretion to adopt any amount up to 100% of the amounts identified herein.

2.2.2 Law Enforcement Impact Fee Survey

In order to provide additional information to the City regarding the calculated Law Enforcement impact fees, a comparison of the fees for the City to those of neighboring and other generally comparable municipalities was prepared. These comparisons are

FY 2015 IMPACT FEE STUDY
LAW ENFORCEMENT IMPACT FEES

presented in the table below and provide a comparison of the City's calculated Law Enforcement impact fees for a typical single-family residential home to the fees currently imposed by neighboring municipalities.



It is important to note that the reader must view the comparison with caution, as no in depth analysis has been performed to identify the methods used in the development of the impact fees imposed by the other municipalities, nor has any analysis been performed to determine whether the fees of other jurisdictions represent 100% cost recovery impact fees.

2.3 CONCLUSIONS AND RECOMMENDATIONS

The fundamental conclusions and recommendations of the Law Enforcement impact fee calculation are as follows:

- The City should adopt the calculated Law Enforcement impact fee of \$63.00 per 1,000 developed square feet
- We recommend the City adopt the Law Enforcement impact fee at the 100% cost recovery level identified herein to maximize the recovery of expansion-related capital costs from new development while minimizing the burden of funding these capital costs to existing properties.

SECTION 3. FIRE/RESCUE IMPACT FEES

This section describes the calculation of the Fire/Rescue impact fees for the City. The City provides Fire/Rescue services to all residents and businesses within the corporate limits of the City. Therefore, the costs eligible for inclusion in a Fire/Rescue impact fee are only those capital costs incurred by the City which are necessary to provide the observed levels of service to new growth and will be recovered from all new residential and commercial growth within the City.

3.1 COST BASIS

The City currently maintains five Fire/Rescue stations throughout the City limits. The cost basis for the impact fee calculated herein includes the total land costs of these facilities as provided by the Volusia County Property Appraiser and the estimated construction cost escalated to 2015 replacement cost per facility, as provided by City staff. In addition, the City has provided a full inventory of equipment and vehicle assets with replacement costs of each asset. These equipment and vehicle costs are included in the fee cost basis at their 2015 replacement cost. Lastly, the City has purchased a parcel of land for a future fire station, so the costs for this land have been included in the cost basis for the impact fee calculation at its original cost. These costs are presented in the table below:

Existing Cost Basis

Existing Assets Costs

Total Land Cost of Existing Fire Stations	\$ 712,000
Total Building Cost of Existing Fire Stations ⁽¹⁾	\$ 7,600,000
Total Existing Vehicle Replacement Cost	\$ 1,279,000
Total Existing Equipment Replacement Cost	\$ 1,083,000
Land Purchase Cost for new Fire Station	\$ 769,000
Total Existing Asset Costs	\$ 11,443,000

(1) Building Cost based upon data provided by City staff. Estimated station cost of \$1,520,000, with 5 stations (\$1,520,000 x 5 = \$7,600,000)

3.2 RESULTS

3.2.1 Impact Fee Calculation

To determine the impact fee amounts, the total costs identified above are divided amongst the total developed square footage in the City to determine the cost per square foot to provide the current observed level of service. Developed square footage is defined as the size or square footage of all structures and buildings developed on properties within the City. The developed square footage does not include the size of land or any vacant acreage within the City. The total existing square footage within the City was obtained using data from the Volusia County Property Appraiser. A subsequent 10% credit was then applied to the cost per square foot in the calculation of the impact fee amount to avoid double recovery of grants and other funding sources such as ad valorem taxes or other taxes/fees. In addition, a 3% reduction for allowance of estimation and contingency was included in the fee calculation. The table below presents the Fire/Rescue impact fee calculation.

FY 2015 IMPACT FEE STUDY
FIRE/RESCUE IMPACT FEES

Deltona - Fire/Rescue Impact Fee
Impact Fee Calculation

<u>Existing Developed Sq Ft ⁽¹⁾</u>		
Residential	74,963,674	
Non-Residential	5,824,870	
Total Existing Developed Sq Ft	80,788,544	
Total Costs of Existing Assets: \$ 11,411,000		
Existing Asset Cost per Sq Ft	\$ 0.141	
Less: Credit for Grant and Other Funding	\$ (0.014)	10%
Less: Allowance for Estimation/Contingency	\$ (0.004)	3%
Impact Fee per Sq Ft	\$ 0.123	
Impact Fee per 1,000 Sq Ft	\$ 123.00	
Average Sq Ft per Single Family Home:	2,286	
Average SF Home Rounded to nearest 1,000 Sq Ft	2,000	
Calculated Fee for Average Single Family Home	\$ 246.00	
Existing Fee for Average Single Family Home	\$ 214.49	
\$ Change	\$ 31.51	
% Change	15% Increase	

(1) - Developed Square Footage obtained from the Volusia County Property Appraiser

While the calculated impact fees are presented on a square footage basis, for implementation purposes the City has requested the fees be presented on a per 1,000 square foot basis. As such the proposed fee schedule is presented below by land use category.

Proposed Fire/Rescue Impact Fee Schedule

	Impact Fee Unit	Impact Fee
Residential		
Single Family Residential	1,000 Square Feet	\$123.00
Multi Family	1,000 Square Feet	\$123.00
Hotel/Motel	1,000 Square Feet	\$123.00
Office	1,000 Square Feet	\$123.00
Hospital/Nursing Home/Clinic	1,000 Square Feet	\$123.00
Gas Stations/Convenience Stores	1,000 Square Feet	\$123.00
General Retail	1,000 Square Feet	\$123.00
Sit-Down Restaurants/Bars	1,000 Square Feet	\$123.00
Fast Food/Cafes - No Drive Thru	1,000 Square Feet	\$123.00
Fast Food/Cafes - With Drive Thru	1,000 Square Feet	\$123.00
Banks	1,000 Square Feet	\$123.00
Movie Theaters	1,000 Square Feet	\$123.00
Auto Care	1,000 Square Feet	\$123.00
Industrial/Utilities	1,000 Square Feet	\$123.00
Warehousing	1,000 Square Feet	\$123.00
Indoor Recreation/Sports/Fitness	1,000 Square Feet	\$123.00
Outdoor Recreation/Sports/Fitness	1,000 Square Feet	\$123.00
Civic/Institutional	1,000 Square Feet	\$123.00
Daycare	1,000 Square Feet	\$123.00

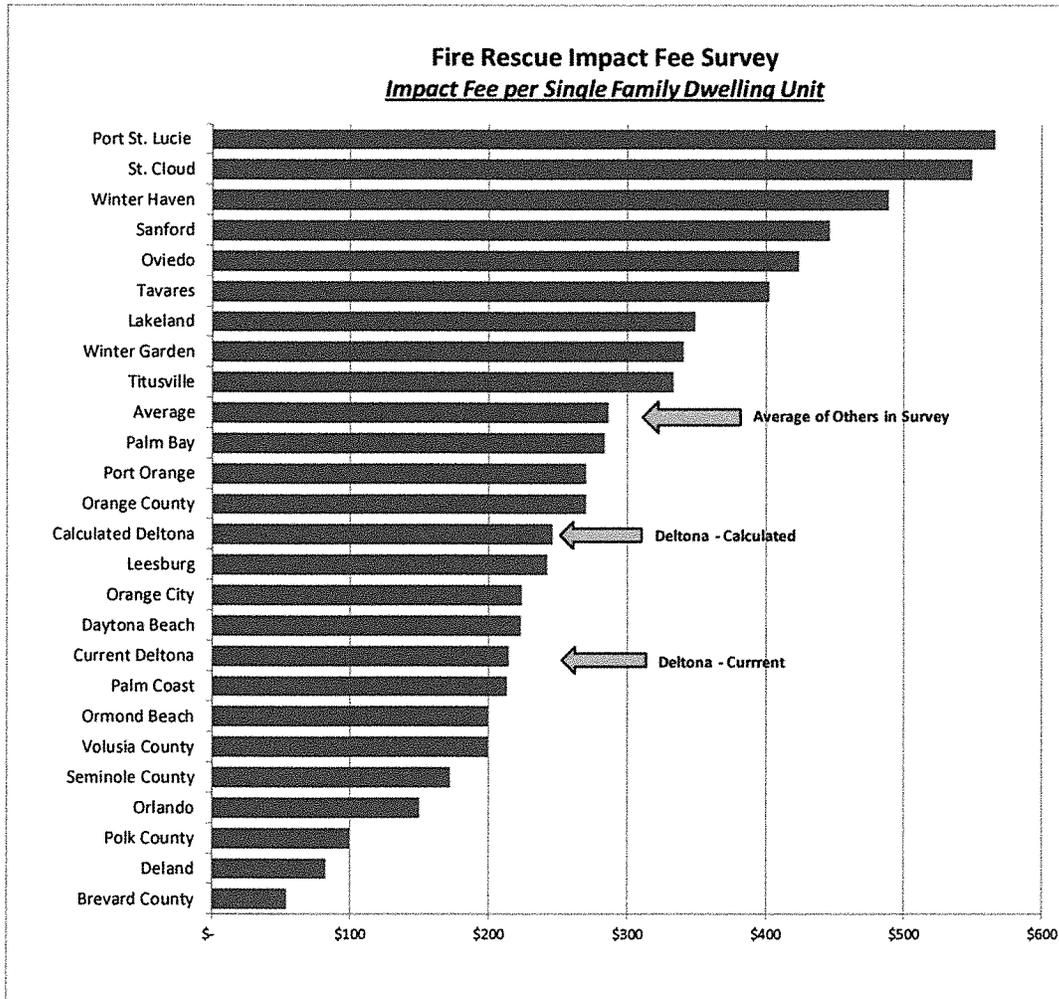
It is important to note that the City has discretion regarding the percentage of cost recovery utilized in the establishment of impact fees. The impact fees can recover any amount up to but not in excess of the full cost recovery amounts identified herein. Adoption of impact fees at full cost recovery would lessen the pressure on taxes and other general fund revenues used to fund fire/rescue facilities and equipment, thus reducing the need for funding of those facilities and equipment with general fund revenues. However, the City has discretion to adopt any amount up to 100% of the amounts identified herein.

3.2.2 Fire/Rescue Impact fee Survey

In order to provide additional information to the City regarding the calculated Fire/Rescue impact fees, a comparison of the fees for the City to those of neighboring and other generally comparable municipalities was prepared. These comparisons are

FY 2015 IMPACT FEE STUDY
FIRE/RESCUE IMPACT FEES

presented in the table below and provide a comparison of the City's calculated Fire/Rescue impact fees for a typical single-family residential home to the fees currently imposed by neighboring municipalities.



It is important to note that the reader must view the comparison with caution as no in depth analysis has been performed to identify the methods used in the development of the impact fees imposed by the other municipalities, nor has any analysis been performed to determine whether the fees of other jurisdictions represent 100% cost recovery impact fees.

3.3 CONCLUSIONS AND RECOMMENDATIONS

The fundamental conclusions and recommendations of the Fire/Rescue impact fee calculation are as follows:

- The calculated Fire/Rescue Impact Fee of \$123.00 per 1,000 developed square feet, when applied to the typical single family home, results in an impact fee that is just below the average in the survey above.
- The City should adopt the calculated Fire/Rescue impact fee of \$123.00 per 1,000 developed square feet to recover the cost of Fire/Rescue assets required to serve new development.
- We recommend the City adopt the Fire/Rescue impact fee at the 100% cost recovery levels identified herein to maximize the recovery of expansion-related capital costs from new customers while minimizing the burden of these capital costs to existing properties.

SECTION 4. PARKS AND RECREATION IMPACT FEES

This section describes the calculation of the Parks & Recreation impact fee for the City. Impact fees must be properly allocated to property classes that benefit from the assets being funded by the impact fees. In the case of Parks & Recreation, the property class that primarily benefits from the assets funded by the impact fees is the residential class because Parks & Recreation facilities are primarily used by residents. Therefore, all costs associated with the Parks & Recreation impact fees are allocated 100% to the residential class. The costs eligible for inclusion in a Parks & Recreation impact fee are determined as those costs necessary to provide the adopted levels of service to new growth and will be recovered from all new residential growth within the City.

4.1 COST BASIS & LEVEL OF SERVICE STANDARDS

The need for new Parks & Recreation assets is driven by acres of park space and the need for acres of park space is driven by population growth relative to the current number of acres per 1,000 population. Our analysis shows that the City is essentially achieving its adopted level of service (LOS) of 3.0 acres per 1,000 population, therefore, in order to maintain the adopted LOS, as growth occurs, additional acres of park space must be added and the additional equipment and facilities necessary to convert the land to usable park space must be purchased. If such an approach is not adopted, additional growth will degrade the LOS provided, as the number of existing park and recreation facilities per 1,000 population decreases with additional population.

In order to develop Parks & Recreation impact fees for the City we first reviewed the existing LOS standards with City staff. We also determined the relationship between the need for additional equipment and facilities and number of park acres. For example, for each new park acre added to meet the demands of growth, additional buildings and equipment sets will be needed to make the park land usable for the population. The table below presents the City's existing park inventory, including acreage and land value per park. In addition, City staff has provided a full asset inventory including the 2015

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replacement cost (new) of all buildings, equipment and improvements for all parks. These land values and facilities and equipment costs are aggregated to determine the existing cost per park acre as presented in the table below.

City of Deltona Park Inventory

Park Name	Area (Acres)	Land Value (rounded)
Thornby Park	37.15	\$ 843,000
Manny Rodriguez Park	6.27	\$ 201,000
Lake Gleason Park	1.38	\$ 81,000
Campbell Park	10.10	\$ 428,000
Vann Park	24.40	\$ 338,000
Lombardy Park	3.04	\$ 26,000
Wes Crile Park	13.14	\$ 689,000
Dewey O. Boster Park	102.90	\$ 1,007,000
Keysville Dog Park	14.11	\$ 21,000
Dwight Hawkins Park	12.80	\$ 265,000
Harris Saxon Park	5.47	\$ 784,000
Skate Park	8.00	\$ 172,000
Festival Park	11.60	\$ 172,000
DuPont Lakes Park	7.58	\$ 893,000
	257.94	\$ 5,920,000
<u>Existing Assets Costs</u>		
Land		\$ 5,920,000
Facilities & Equipment ⁽¹⁾		\$ 18,702,000
Total Existing Asset Costs		\$ 24,622,000
<u>Existing Asset Costs Per Park Acre</u>		
Land		\$ 22,951
Facilities & Equipment		\$ 72,505
Total Existing Asset Costs Per Park Acre		\$ 95,456

(1) Replacement Cost New of all Facilities & Equipment provided by City Staff

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When divided amongst the current City-wide population, the existing park inventory results in an observed LOS of 2.9 Acres per 1,000 residents. The City's Comprehensive Plan contains LOS standards for the current year, as well as projected LOS through 2025.

Deltona - Parks & Recreation Impact Fee
Level of Service Standards

2015 Population:	87,647
2015 Park Acres:	258
Observed LOS	2.9
Existing LOS per Comp Plan (2015)	3.0
Future LOS per Comp Plan (2025)	3.5

We then used the population projections prepared by the Shimberg Center for Housing Studies, provided by City staff, to determine the number of park acres needed in 10 years to serve population growth. The existing cost of assets per park acre is applied to the total new park acres required to serve the projected population. We calculated two components of the costs for future parks, land and facilities/equipment.

Through discussions with City staff, it was determined that the majority of new park acreage would come from existing City owned land. Staff identified that, of the projected 79 new acres needed to serve the future population, only 10% would need to be purchased to serve the future LOS. However, the City would need to fully invest in all 79 acres to convert the land to active park space, and as such the full cost of facilities and equipment per acre is applied. The table below presents the full calculated cost to purchase 10% of the projected new acres for park space, and to convert the park space to active parks by purchasing facilities and equipment.

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Deltona - Parks & Recreation Impact Fee
Projected Cost Basis

2025 Projected Population:		97,696
Future LOS per Comp Plan (2025)		3.5
2015 Required Active Park Acres @ LOS		263
2025 Required Active Park Acres @ LOS		342
Existing Park Land Cost per Acre	\$	22,951
New Land Acres Needed to Serve Future LOS		79
% of Land to be Purchased for Future LOS ⁽¹⁾		10%
<u>New Land Acres Purchased Serve Future LOS</u>		<u>7.9</u>
Total Costs for Future Park Land Purchase	\$	181,313
Facilities & Equipment Cost per Acre	\$	72,505
<u>New Facilities & Equipment Acres Needed to Serve Future LOS</u>		<u>79</u>
Total Costs for Future Park Equipment & Facilities Purchase	\$	5,727,895
 Total Costs to Serve Future population at Future LOS	 \$	 5,909,208

(1) - This percentage recognizes that the City currently owns significant acreage that could be converted to active parks. Through discussions with City staff, approximately 10% of future park land would need to be purchased outside of existing inventory.

The costs are then divided into the total projected population¹ and associated housing unit growth by 2025. By using US Census data to determine the residents per household in the City, we projected the 10-year housing unit growth as shown in the table below.

¹ Source: Shimberg Center for Housing Studies

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Deltona - Parks & Recreation Impact Fee
Projected Population and Housing Unit Growth

2015 Population:	87,647
2025 Projected Population:	97,696
10-Year Population Growth:	10,049
Residents per Household ⁽¹⁾ :	3.01
Total 10-Year Household Growth	3,339

(1): Based upon US Census Data

4.2 RESULTS

4.2.1 Impact Fee Amounts

To determine the impact fee amounts, the total costs identified above are divided amongst the total projected housing unit growth to determine the cost per household. A subsequent 10% credit was then included in the calculation to avoid double recovery of grants and other funding sources such as ad valorem taxes or other taxes/fees. In addition, a 3% reduction for allowance of estimation and contingency was included in the fee calculation. The table below presents the Parks & Recreation impact fee calculation.

Deltona - Parks & Recreation Impact Fee
Parks & Recreation Impact Fee Calculation

Total 10-Year Household Growth	3,339	
Total Parks Costs for Growth:	\$ 5,909,208	
Calculated Cost per Household	\$ 1,770.00	
Less: Credit for Grant and Other Funding	\$ (177.00)	10%
Less: Allowance for Estimation/Contingency	\$ (53.10)	3%
Impact Fee per Household:	\$ 1,539.90	
Existing Fee per Household:	\$ 1,556.21	
<i>\$ Change</i>	<i>\$ (16.31)</i>	
<i>% Change</i>		<i>-1% decrease</i>

As shown in the table above, the calculated impact fee per household is approximately 1% less than the current Parks & Recreation impact fee per household. This difference is well within the margin of potential variation of results based upon assumptions included

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in the analysis and as such, the calculations confirm that the current Parks & Recreation impact fees are correctly sized to fund the projected capital investment for future population growth.

The impact fees as calculated herein are presented in the table below by land use category.

Proposed Parks & Recreation Impact Fee Schedule

	Impact Fee Unit	Impact Fee
Residential		
Single Family Residential	Dwelling Unit	\$1,539.90
Multi Family	Dwelling Unit	\$830.50
Hotel/Motel	N/A	N/A
Office	N/A	N/A
Hospital/Nursing Home/Clinic	N/A	N/A
Gas Stations/Convenience Stores	N/A	N/A
General Retail	N/A	N/A
Sit-Down Restaurants/Bars	N/A	N/A
Fast Food/Cafes - No Drive Thru	N/A	N/A
Fast Food/Cafes - With Drive Thru	N/A	N/A
Banks	N/A	N/A
Movie Theaters	N/A	N/A
Auto Care	N/A	N/A
Industrial/Utilities	N/A	N/A
Warehousing	N/A	N/A
Indoor Recreation/Sports/Fitness	N/A	N/A
Outdoor Recreation/Sports/Fitness	N/A	N/A
Civic/Institutional	N/A	N/A
Daycare	N/A	N/A

Note: Parks & Recreation Impact Fees are not applicable to non-residential properties.

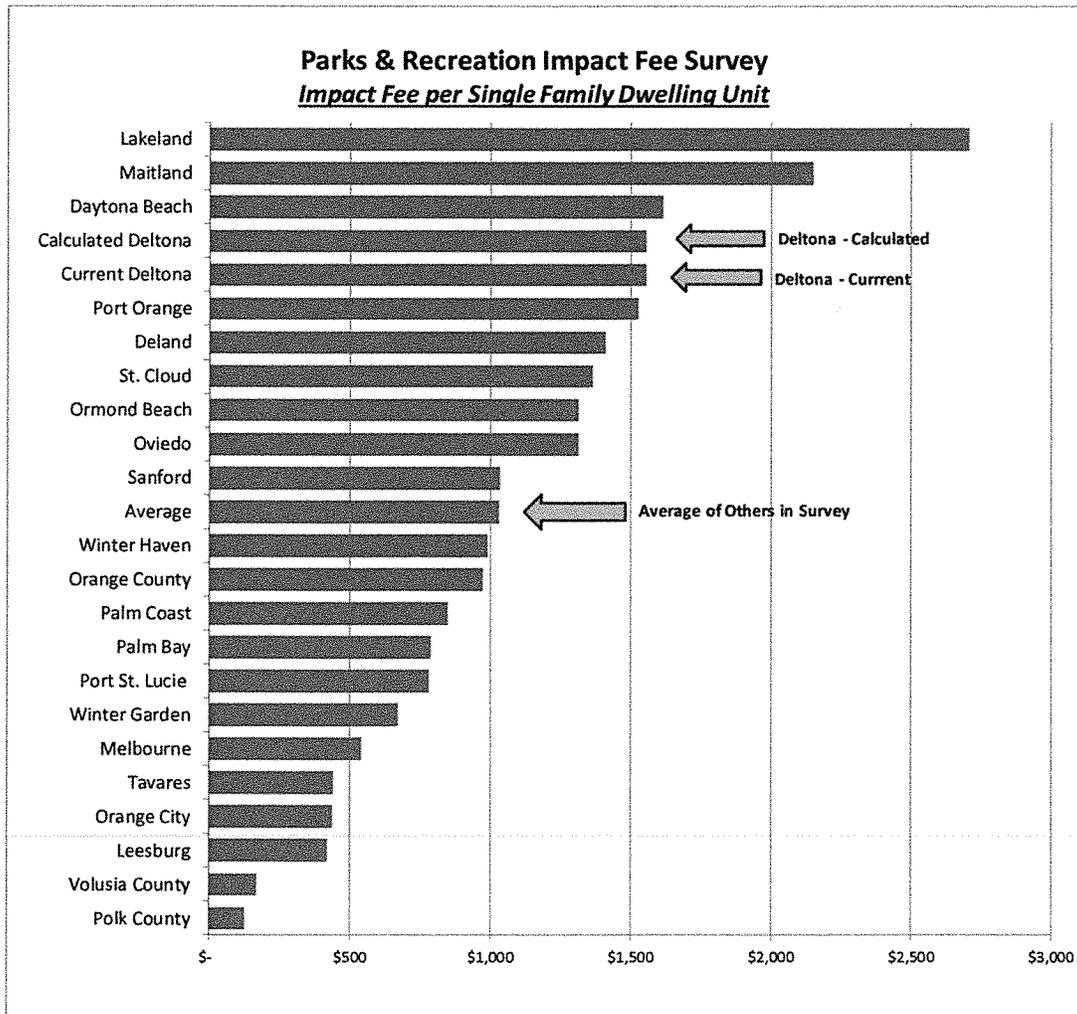
It is important to note that the City has discretion regarding the percentage of cost recovery utilized in the establishment of impact fees. The impact fees can recover any amount up to but not in excess of the full cost recovery amounts identified herein. Adoption of impact fees at full cost recovery would lessen the pressure on taxes and other general fund revenues used to fund parks and recreation facilities and equipment, thus reducing the need for funding of those facilities and equipment

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with general fund revenues. However, the City has discretion to adopt any amount up to 100% of the amounts identified herein.

4.2.2 Parks and Recreation Fee Survey

In order to provide additional information to the City regarding the calculated Parks & Recreation impact fee, a comparison of the fees for the City to those of neighboring and other generally comparable municipalities was prepared. These comparisons are presented in the table below and provide a comparison of the City's calculated Parks & Recreation impact fees for a typical single-family residential home to the fees currently imposed by neighboring municipalities.



It is important to note that the reader must view the comparison with caution as no in depth analysis has been performed to identify the methods used in the development of the impact fees imposed by the other municipalities, nor has any analysis been performed to determine whether the fees of other jurisdictions represent 100% cost recovery impact fees.

4.3 CONCLUSIONS AND RECOMMENDATIONS

The fundamental conclusions and recommendations of the Parks & Recreation impact fee calculation are as follows:

- The calculated fees confirm the City's existing fees are correctly sized to fund the Park & Recreation capital needs of the future population
- We recommend the City maintain its existing Park & Recreation impact fees

SECTION 5. TRANSPORTATION IMPACT FEES

This section describes the calculation of the Transportation impact fees for the City. The City's roads are available to and utilized by all residents and businesses in the City. Therefore, the costs eligible for inclusion in a Transportation impact fee are those costs necessary to provide the adopted level of service standards to new growth and will be recovered from all new residential and commercial growth within the City.

5.1 COST BASIS & LEVEL OF SERVICE STANDARDS

The need for new roads is driven by the number of vehicle trips relative to the current capacity of the City's existing roads at its adopted Level of Service (LOS) standard. In order to maintain the current LOS, as growth occurs and additional trips are generated, additional lanes must be added to existing roads and additional roads must be added to the City's transportation network. If such an approach is not adopted, additional growth will degrade the level of service as roads become more congested.

In order to develop Transportation impact fees for the City we first obtained a listing of the City's designated thoroughfares and existing LOS standards for each from City staff. We also reviewed the City of Deltona Comp Plan roadway number of lanes with City staff.

The unit cost of adding capacity is a function of the project cost and the increase in capacity. The estimated project costs for projects in the Comp Plan were provided by staff, and include actual costs for one project completed in FY 2015.

The table below presents the City's projects for additions to designated thoroughfares considered in this study, including the City's adopted LOS standard, length of the road segment, current number of lanes, and proposed number of lanes by 2025.

FY 2015 IMPACT FEE STUDY
TRANSPORTATION IMPACT FEES

Designated Road Classified Thoroughfares

A	B	C	D	E	F	G	H	I	J	L	M	N	O	P
Type	Road	Section	Miles	Existing Lanes	Proposed Lanes	Add'l Lanes	Add'l Miles	Daily Lane Capacity	New Capacity	Add'l Capacity	VMCs Added	Approx. Road Investment*	Cost Per Added Lane Mile	Cost Per VMC
1	Collector	Catalina Blvd	0.80	2	3	1	0.8	13,640	20,460	6,820	5,456	\$3,300,000	\$4,125,000.00	\$604.84
2	Minor Arterial	Courtland Blvd	3.30	2	3	1	3.3	13,640	20,460	6,820	22,506	\$13,500,000	\$4,090,909.09	\$599.84
3	Principal Arterial	Deltona Blvd	1.00	3	4	1	1	14,740	19,653	4,913	4,913	\$5,000,000	\$5,000,000.00	\$1,017.64
4	Principal Arterial	N Normandy Blvd	1.40	2	4	2	2.8	13,640	27,280	13,640	19,096	\$15,000,000	\$5,357,142.86	\$392.75
5	Principal Arterial	N Normandy Blvd	2.75	2	4	2	5.5	13,640	27,280	13,640	37,510	\$30,000,000	\$5,454,545.45	\$399.89
6	Principal Arterial	Elkcam Blvd	1.60	2	3	1	1.6	13,640	20,460	6,820	10,912	\$6,500,000	\$4,062,500.00	\$595.67
7	Minor Arterial	Ft Smith Blvd	0.54	2	3	1	0.54	13,640	20,460	6,820	3,683	\$1,750,000	\$3,240,740.74	\$475.18
8	Collector	Elkcam Blvd to Providence Blvd	1.00	2	3	1	1	13,640	20,460	6,820	6,820	\$4,300,000	\$4,300,000.00	\$630.50
9										8,287	110,896	\$79,350,000	\$4,453,854.77	\$589.54
10														
11														
12														

Lane Miles Added 16.54
 Total Lane Miles 110.92
 % New Lane Miles 14.9%

* Provided by City staff

5.2 IMPACT FEE CALCULATION

Unit Cost of Capacity - The calculation of the Transportation impact fee consists of first calculating the unit cost of capacity, which is the road cost per Equivalent Dwelling Unit (EDU). An EDU is defined as the peak hour trips generated by a single family home. An EDU is calculated for each property class as the ratio of its trips per unit (square feet for most commercial, acres for parks and some sports facilities, etc.) compared to the trips for a residential single family home. Trips used are net of pass-by trips which are trips not originated or terminated at the subject parcel. An example of a pass-by trip is a trip that originates from a single family parcel and terminates at a retail parcel, but on the way stops at a convenience store. The trip was already on the roadway and would be considered a pass-by trip for the convenience store and removed from the trips used to apportion impact fee costs to that property class.

Impact Fee Credit - After calculating the unit cost of capacity, it is then necessary to calculate a credit to be applied for the net present value (NPV) of the gas tax revenue that the City is projected to receive, net of debt service, over the assumed 25 year life of a road. This is to avoid double recovery of road costs in the impact fee and again in the gas tax that is used to fund roadways and that new development will pay after issuance of a certificate of occupancy (CO). In the NPV calculation it is assumed that the new development will be receiving its CO at the midpoint of the 25 year life of the road. This will calculate the NPV of the gas taxes paid by the “average” new development. Development that receives a CO prior to the midpoint will pay more gas taxes and development that receives a CO after the midpoint will pay less gas taxes, therefore it is accepted practice to use the midpoint to represent the average time that new development will pay gas taxes.

Impact Fee per EDU - The impact fee per EDU is calculated as the Unit Cost of Capacity less the Impact Fee Credit. The following table presents the Impact Fee per EDU Calculation followed by tables supporting that calculation that are referred to in the notes associated with each calculation step in the Impact Fee Calculation table.

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Impact Fee Calculation		A	B	C
1	<u>Vehicle Miles per EDU</u>			
2	Average Trip Length	6.00		Industry Data
3	Daily Trips per EDU (SFR Trips per Unit)	9.82		Trip Generation Rates from the 8th Edition ITE Trip Generation Report
4	Daily Vehicle Miles per EDU	58.92		Row2 x Row3
5	% New Lane Miles	14.91%		Designated Road Classified Thoroughfares
6	Added Daily Vehicle Miles per EDU	8.78		Row4 x Row5
7	Adjusted Vehicle Miles per EDU	4.39		Divide by 2 to prevent the double-counting of travel generated between two land use codes since every trip has an origin and a destination
8	<u>Cost per Vehicle Mile of Capacity</u>			
9	Average Cost per Lane Mile	\$ 4,453,855		Designated Road Classified Thoroughfares; Column O Row 9
10	Average Capacity per Lane Mile	8,287		Designated Road Classified Thoroughfares; Column L Row 9
11	Cost per Vehicle Mile of Capacity	\$ 537.45		Row9 / Row10
12	<u>Unit Cost of Capacity per EDU</u>			
13	Capacity Cost/EDU	\$ 2,359		Row7 x Row11
14	<u>Credit/EDU</u>			
15	NPV of Gas Tax Revenues After Payment of Debt Service	\$ 14,643,049		NPV over life of roads; Debt Service & Pledged Revenues; B24 - Z24
16	Total Road Cost	\$ 79,350,000		Designated Road Classified Thoroughfares; Column N Row 9
17	EDUs	33,637		Row16 / Row13
18	Credit/EDU	\$ 435		Row15 / Row17
19	<u>Impact Fee/EDU</u>			
20	Capacity Cost/EDU - Restated	\$ 2,359		Row13
21	Less: Credit/EDU - Restated	\$ 435		Row18
22	Impact Fee/EDU	\$ 1,924		Row20 - Row21

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Impact Fee by Property Class – After calculating the impact fee per EDU it is then necessary to determine the impact fee per unit for each property class. This is done by first determining the EDUs per unit for each class as the ratio of the peak trips generated by each class compared to the peak trips per dwelling unit for the single family class². For the Retail and Service classes, consideration was given to the nature of the trips to these locations. A percentage of the trips generated by these businesses will be pass-by trips that are incidental to an intentional trip on the adjacent roadway. For example, a vehicle traveling from home to the grocery store may stop at a gas station along the way. This intermediate stop did not generate the trip and should not be burdened with the fee for it. Consequently, a “pass by” rate for each land use category was used to adjust the impact fee per EDU³.

These EDUs for each property class are then multiplied by the Impact Fee per EDU to determine the Impact Fee per unit for each property class. The following table presents the results of that calculation in a table of Impact Fees per Unit for each Property Class. It should be noted that the property classes included represent consolidation of a number of property classes in the current Impact Fee Rate Structure.

Based upon discussions with City staff and per our recommendation, a number of the current property classes are not applicable to the type of development that occurs in Deltona and the City preferred to simplify the property class designations where possible to provide for ease of implementation and understanding by City staff and the public, as well as in the provision future updates. A presentation of trip generation rates by ITE class, compiled by sub-class for the purposes of the impact fees in this report and the calculation of EDUs and impact fees per unit by sub-class is presented in the following table followed by a summary presentation of the impact fees by subclass.

² Trip Generation Rates were compiled from the ITE Trip Generation Manual, 9th edition

³ Pass-by rates were compiled from the ITE Trip Generation Handbook, 3rd edition

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A	B	C	D	E	F	G	H	I
Impact Fee Subclass	Code	ITE Code	Unit	PM Peak Period Rate	Applied Pass- By Rate	Pass-By Trip Adjustment Factor	Subclass EDUs	Subclass Impact Fee/Unit
1	Industrial/Utilities	110	General Light Industrial	0.97	0%	1.00	0.68	\$1,308
2	Industrial/Utilities	120	General Heavy Industrial	0.68	0%	1.00	0.68	\$1,308
3	Industrial/Utilities	130	Industrial Park	0.85	0%	1.00	0.68	\$1,308
4	Industrial/Utilities	140	Manufacturing	0.73	0%	1.00	0.68	\$1,308
5	Warehousing	150	Warehousing	0.32	0%	1.00	0.23	\$449
6	Warehousing	151	Mini Warehouse	0.26	0%	1.00	0.23	\$449
7	Warehousing	152	High-Cube Warehouse	0.12	0%	1.00	0.23	\$449
8	Industrial/Utilities	160	Data Center	0.09	0%	1.00	0.68	\$1,308
9	Industrial/Utilities	170	Utilities	0.76	0%	1.00	0.68	\$1,308
10	Single Family Residential	210	Single Family Homes	1.00	0%	1.00	1.00	\$1,924
11	Multifamily	220	Apartment	0.62	0%	1.00	0.46	\$888
12	Multifamily	222	High Rise Apartment	0.35	0%	1.00	0.46	\$888
13	Multifamily	230	Resd. Condo/Townhouse	0.52	0%	1.00	0.46	\$888
14	Multifamily	240	Mobile Home Park	0.59	0%	1.00	0.46	\$888
15	Multifamily	251	Elderly Housing-Detached	0.27	0%	1.00	0.46	\$888
16	Multifamily	260	Recreational Homes	0.26	0%	1.00	0.46	\$888
17	Multifamily	270	Residential PUD	0.62	0%	1.00	0.46	\$888
18	Hotel/Motel	310	Hotel	0.60	0%	1.00	0.54	\$1,029
19	Hotel/Motel	320	Motel	0.47	0%	1.00	0.54	\$1,029
20	Outdoor Recreation/Sports/Fitness	412	County Park	0.09	0%	1.00	0.39	\$755
21	Outdoor Recreation/Sports/Fitness	416	Campground/RV Park	0.98	0%	1.00	0.39	\$755
22	Outdoor Recreation/Sports/Fitness	417	Regional Park	0.20	0%	1.00	0.39	\$755
23	Outdoor Recreation/Sports/Fitness	430	Golf Course	0.30	0%	1.00	0.39	\$755
24	Movie Theaters	444	Movie Theater w/ matinee	3.80	0%	1.00	3.80	\$7,311
25	Indoor Recreation/Sports/Fitness	473	Casino/Video Lottery Establishment	13.43	0%	1.00	4.82	\$9,266
26	Indoor Recreation/Sports/Fitness	491	Racquet/Tennis Club	0.84	0%	1.00	4.82	\$9,266
27	Indoor Recreation/Sports/Fitness	492	Health/Fitness Club	3.53	0%	1.00	4.82	\$9,266
28	Indoor Recreation/Sports/Fitness	494	Bowling Alley	3.54	0%	1.00	4.82	\$9,266
29	Indoor Recreation/Sports/Fitness	495	Recreational Com. Center	2.74	0%	1.00	4.82	\$9,266
30	Civic/Institutional	520	Elementary School	1.21	0%	1.00	2.21	\$4,246
31	Civic/Institutional	522	Middle/JR. High School	1.19	0%	1.00	2.21	\$4,246
32	Civic/Institutional	530	High School	0.97	0%	1.00	2.21	\$4,246
33	Civic/Institutional	540	Junior/ Comm. College	2.54	0%	1.00	2.21	\$4,246
34	Civic/Institutional	560	Church	0.55	0%	1.00	2.21	\$4,246
35	Civic/Institutional	561	Synagogue	1.69	0%	1.00	2.21	\$4,246

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A	B	C	D	E	F	G	H	I
Impact Fee Subclass	Code	ITE Code	Unit	PM Peak Period Rate	Applied Pass- By Rate	Pass-By Trip Adjustment Factor	Subclass EDUs	Subclass Impact Fee/Unit
36	Daycare		1,000 sf	12.34	0%	1.00	12.34	\$23,741
37	Civic/Institutional		1,000 sf	7.30	0%	1.00	2.21	\$4,246
38	Hospital/Nursing Home/Clinic		1,000 sf	0.93	0%	1.00	2.28	\$4,393
39	Hospital/Nursing Home/Clinic		1,000 sf	0.74	0%	1.00	2.28	\$4,393
40	Hospital/Nursing Home/Clinic		1,000 sf	5.18	0%	1.00	2.28	\$4,393
41	Office		1,000 sf	1.49	0%	1.00	4.04	\$7,764
42	Office		1,000 sf	1.41	0%	1.00	4.04	\$7,764
43	Office		1,000 sf	1.74	0%	1.00	4.04	\$7,764
44	Office		1,000 sf	3.57	0%	1.00	4.04	\$7,764
45	Office		1,000 sf	1.21	0%	1.00	4.04	\$7,764
46	Office		1,000 sf	17.09	0%	1.00	4.04	\$7,764
47	Office		1,000 sf	11.22	0%	1.00	4.04	\$7,764
48	Office		1,000 sf	2.85	0%	1.00	4.04	\$7,764
49	Office		1,000 sf	1.48	0%	1.00	4.04	\$7,764
50	Office		1,000 sf	1.07	0%	1.00	4.04	\$7,764
51	Office		1,000 sf	1.26	0%	1.00	4.04	\$7,764
52	General Retail		1,000 sf	4.49	40%	0.60	3.02	\$5,803
53	General Retail		1,000 sf	4.35	40%	0.60	3.02	\$5,803
54	General Retail		1,000 sf	6.82	40%	0.60	3.02	\$5,803
55	General Retail		1,000 sf	4.98	40%	0.60	3.02	\$5,803
56	General Retail		1,000 sf	4.84	40%	0.60	3.02	\$5,803
57	General Retail		1,000 sf	6.94	40%	0.60	3.02	\$5,803
58	General Retail		1,000 sf	5.17	40%	0.60	3.02	\$5,803
59	General Retail		1,000 sf	3.71	40%	0.60	3.02	\$5,803
60	General Retail		1,000 sf	2.29	40%	0.60	3.02	\$5,803
61	General Retail		1,000 sf	2.71	40%	0.60	3.02	\$5,803
62	General Retail		1,000 sf	2.62	40%	0.60	3.02	\$5,803
63	General Retail		1,000 sf	2.54	40%	0.60	3.02	\$5,803
64	General Retail		1,000 sf	5.98	40%	0.60	3.02	\$5,803
65	Auto Care		1,000 sf	4.15	30%	0.70	2.19	\$4,206
66	Auto Care		1,000 sf	2.11	30%	0.70	2.19	\$4,206
67	General Retail		1,000 sf	9.48	40%	0.60	3.02	\$5,803
68	Gas Stations/Convenience Stores		1,000 sf	52.41	55%	0.45	12.37	\$23,805
69	Gas Stations/Convenience Stores		1,000 sf	34.57	55%	0.45	12.37	\$23,805
70	Gas Stations/Convenience Stores		1,000 sf	50.62	55%	0.45	12.37	\$23,805

FY 2015 IMPACT FEE STUDY
TRANSPORTATION IMPACT FEES

A	B	C	D	E	F	G	H	I
Impact Fee Subclass	Code	ITE Code	Unit	PM Peak Period Rate	Applied Pass- By Rate	Pass-By Trip Adjustment Factor	Subclass EDUs	Subclass Impact Fee/Unit
71	General Retail		1,000 sf	8.34	40%	0.60	3.02	\$5,803
72	General Retail	Discount Supermarket	1,000 sf	4.18	40%	0.60	3.02	\$5,803
73	General Retail	Discount Club	1,000 sf	0.88	40%	0.60	3.02	\$5,803
74	General Retail	Wholesale Market (Note: Dist Center; No retail)	1,000 sf	1.84	40%	0.60	3.02	\$5,803
75	General Retail	Sporting Goods Superstore	1,000 sf	2.33	40%	0.60	3.02	\$5,803
76	General Retail	Home Improvement Superstore	1,000 sf	4.50	40%	0.60	3.02	\$5,803
77	General Retail	Electronics Superstore	1,000 sf	4.99	40%	0.60	3.02	\$5,803
78	General Retail	Toy/Children's Superstore	1,000 sf	1.82	40%	0.60	3.02	\$5,803
79	General Retail	Baby Superstore	1,000 sf	3.40	40%	0.60	3.02	\$5,803
80	General Retail	Office Supply Superstore	1,000 sf	15.82	40%	0.60	3.02	\$5,803
81	General Retail	Book Superstore	1,000 sf	1.57	40%	0.60	3.02	\$5,803
82	General Retail	Discount Home Furnishing Superstore	1,000 sf	1.87	40%	0.60	3.02	\$5,803
83	General Retail	Department Store	1,000 sf	3.83	40%	0.60	3.02	\$5,803
84	General Retail	Apparel Store	1,000 sf	6.21	40%	0.60	3.02	\$5,803
85	General Retail	Arts and Crafts Store	1,000 sf	8.40	40%	0.60	3.02	\$5,803
86	General Retail	Drugstore w/o Drive-Thru	1,000 sf	9.91	40%	0.60	3.02	\$5,803
87	General Retail	Drugstore w/ Drive-Thru	1,000 sf	0.45	40%	0.60	3.02	\$5,803
88	General Retail	Furniture Store	1,000 sf	13.60	40%	0.60	3.02	\$5,803
89	General Retail	Video Rental Store	1,000 sf	12.13	35%	0.65	11.84	\$22,779
90	Banks	Walk-in Bank	1,000 sf	24.30	35%	0.65	11.84	\$22,779
91	Banks	Drive-in Bank	1,000 sf	11.34	45%	0.55	5.26	\$10,116
92	Sit-Down Restaurants/Bars	Drinking Place	1,000 sf	7.49	45%	0.55	5.26	\$10,116
93	Sit-Down Restaurants/Bars	Quality Restaurant	1,000 sf	9.85	45%	0.55	5.26	\$10,116
94	Fast Food/Cafes - No Drive Thru	High Turnover/Sit Down Rest	1,000 sf	26.15	70%	0.30	9.49	\$18,258
95	Fast Food/Cafes - With Drive Thru	Fast Food w/o Drive Thru	1,000 sf	32.65	70%	0.30	12.87	\$24,753
96	Fast Food/Cafes - With Drive Thru	Fast Food w/ Drive Thru	1,000 sf	44.99	70%	0.30	12.87	\$24,753
97	Fast Food/Cafes - No Drive Thru	Fast Food w/ Drive Thru and No Indoor Seating	1,000 sf	40.75	70%	0.30	9.49	\$18,258
98	Fast Food/Cafes - With Drive Thru	Coffee/Donut Shop w/o Drive Thru	1,000 sf	42.80	70%	0.30	12.87	\$24,753
99	Fast Food/Cafes - With Drive Thru	Coffee/Donut Shop w/ Drive Thru	1,000 sf	75.00	70%	0.30	12.87	\$24,753
100	Fast Food/Cafes - No Drive Thru	Coffee/Donut Shop w/ Drive Thru and No Indoor Seati	1,000 sf	28.00	70%	0.30	9.49	\$18,258
101	Fast Food/Cafes - With Drive Thru	Bread/Donut/Bagel Shop w/o Drive Thru	1,000 sf	18.99	70%	0.30	12.87	\$24,753
102	Auto Care	Bread/Donut/Bagel Shop w/ Drive Thru	1,000 sf	3.11	30%	0.70	2.19	\$4,206
103	Gas Stations/Convenience Stores	Automobile Care Center	Fuel Position	13.87	55%	0.45	12.37	\$23,805
104	Gas Stations/Convenience Stores	Gasoline/Service Station	Fuel Position	13.51	55%	0.45	12.37	\$23,805
105	Gas Stations/Convenience Stores	Serv.Station w/ Conven.Mkt	Fuel Position	13.86	55%	0.45	12.37	\$23,805
106	Gas Stations/Convenience Stores	Serv.Stat.w/Conv.Mkt.&Carwash	Fuel Position	13.63	55%	0.45	12.37	\$23,805
		Truck Stop	1,000 sf					

Proposed Transportation Impact Fee Schedule

	Unit	Impact Fee
Single Family Residential	Dwelling Unit	\$1,924
Multifamily	Dwelling Unit	\$888
Hotel/Motel	Room	\$1,029
Office	1,000 Square Feet	\$7,764
Hospital/Nursing Home/Clinic	1,000 Square Feet	\$4,393
Gas Stations/Convenience Stores	1,000 Square Feet	\$23,805
General Retail	1,000 Square Feet	\$5,803
Sit-Down Restaurants/Bars	1,000 Square Feet	\$10,116
Fast Food/Cafes - No Drive Thru	1,000 Square Feet	\$18,258
Fast Food/Cafes - With Drive Thru	1,000 Square Feet	\$24,753
Banks	1,000 Square Feet	\$22,779
Movie Theaters	1,000 Square Feet	\$7,311
Auto Care	1,000 Square Feet	\$4,206
Industrial/Utilities	1,000 Square Feet	\$1,308
Warehousing	1,000 Square Feet	\$449
Indoor Recreation/Sports/Fitness	1,000 Square Feet	\$9,266
Outdoor Recreation/Sports/Fitness	Acre	\$755
Civic/Institutional	1,000 Square Feet	\$4,246
Daycare	1,000 Square Feet	\$23,741

It is important to note that the City has discretion regarding the percentage of cost recovery utilized in the establishment of impact fees. The impact fees can recover any amount up to, but not in excess of, the full cost recovery amounts identified herein. Adoption of impact fees at full cost recovery would lessen the pressure on taxes and other general fund revenues used to fund transportation facilities and equipment, thus reducing the need for funding of those facilities and equipment with general fund revenues. However, the City has discretion to adopt any amount up to 100% of the amounts identified herein.

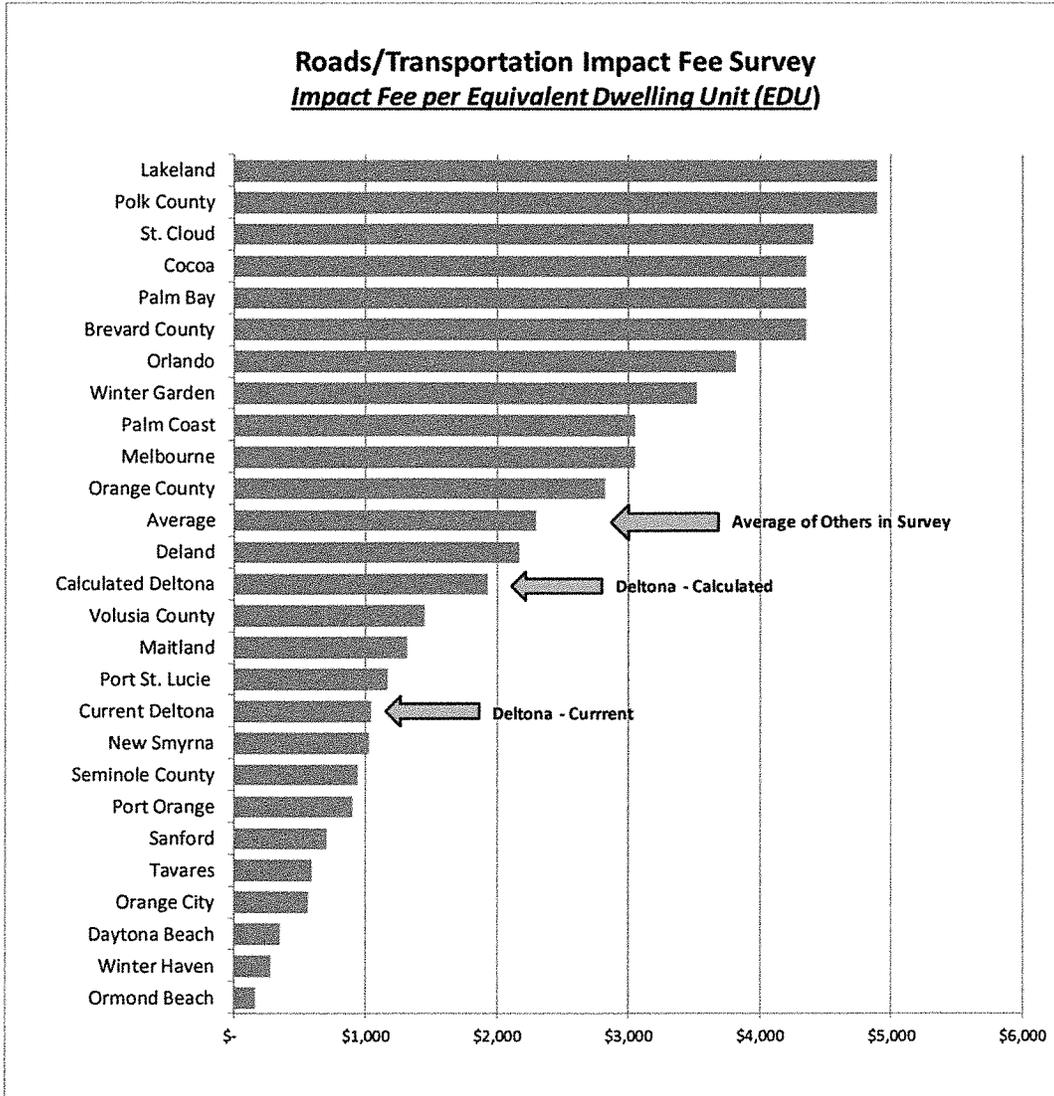
5.3 TRANSPORTATION IMPACT FEE SURVEY

In order to provide additional information to the City regarding the calculated Transportation impact fees, a comparison of the impact fee per EDU for the City to those of neighboring and other generally comparable municipalities was prepared. These

FY 2015 IMPACT FEE STUDY

TRANSPORTATION IMPACT FEES

comparisons are presented in the following table and provide a comparison of the City's calculated Transportation Impact Fees for a typical single-family residential home to the fees currently imposed by neighboring municipalities.



It is important to note that the reader must view the comparison with caution as no in depth analysis has been performed to identify the methods used in the development of the impact fees imposed by the other municipalities, nor has any analysis been performed to determine whether the fees of other jurisdictions represent 100% cost recovery impact fees.

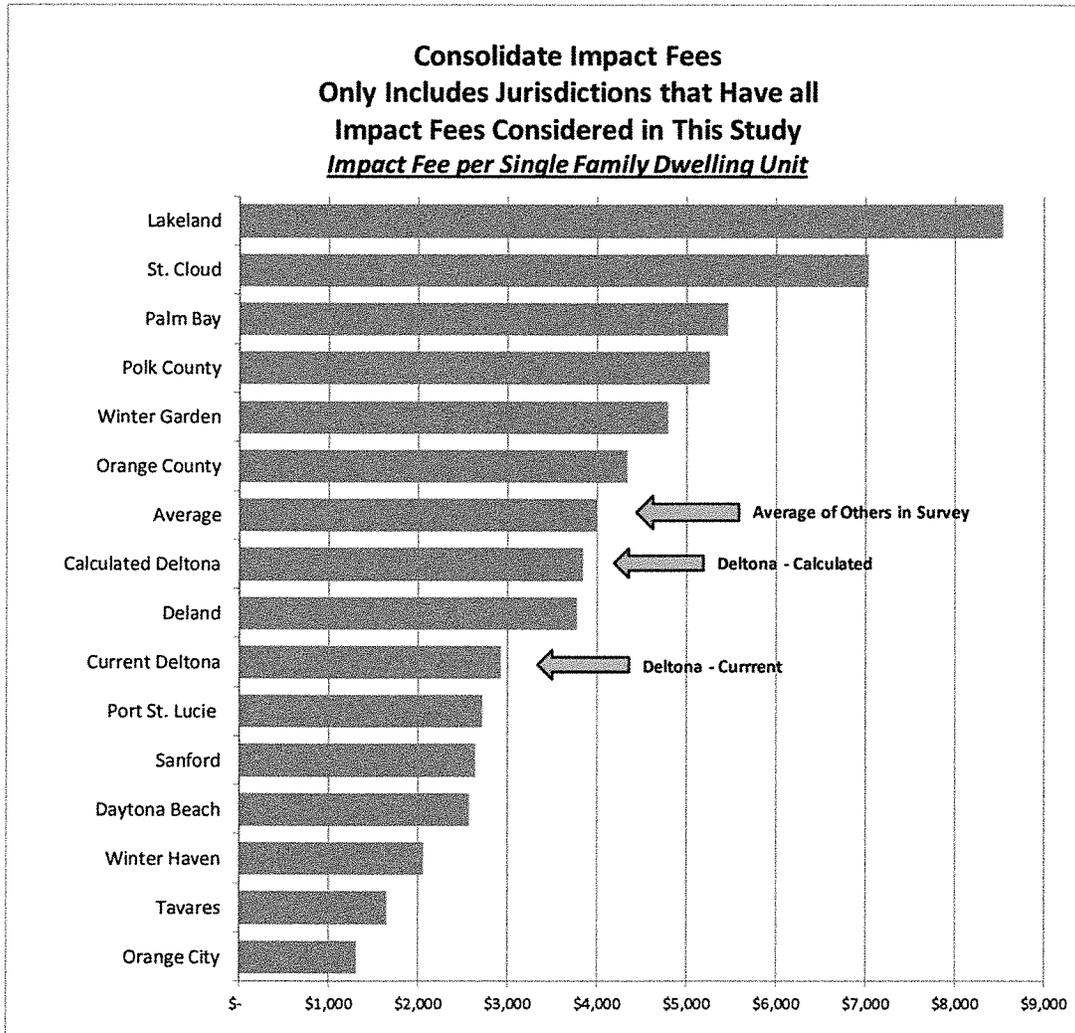
5.4 CONCLUSIONS AND RECOMMENDATIONS

The fundamental conclusions and recommendations of the Transportation impact fee calculation are as follows:

1. The calculated Impact Fee is \$1,924 per Equivalent Dwelling Unit (EDU). When compared to the survey above, the recommended impact fee is below the average fee for the other entities surveyed.
2. We recommend the City adopt the Transportation Impact Fee at the 100% cost recovery levels identified herein to maximize the recovery of expansion-related capital costs from new customers while minimizing the burden of these capital costs to existing properties.
3. We recommend that the City simplify its land use categories for the Transportation Impact Fees and adopt the schedule of Transportation Impact Fees by Land Use Category presented in the table on page 32 of this Report:

SECTION 6. SURVEY OF ALL IMPACT FEES

A survey of the total impact fee amount in jurisdictions that have adopted all impact fees considered in this study is presented in the table below.



The survey above shows that if the City adopts all of the recommended impact fees in this Report at 100% cost recovery, the total of all impact fees would be \$3,852 per Equivalent Dwelling Unit (EDU), which would be just below the average of the total of the same impact fees in the surveyed jurisdictions that have adopted all of the impact fees considered in this report.

ORDINANCE NO. 28-2016

AN ORDINANCE OF THE CITY OF DELTONA, FLORIDA, AMENDING CHAPTER 94, "IMPACT FEES" OF THE CODE OF THE CITY OF DELTONA BY PROVIDING FOR STATUTORY COMPLIANCE; PROVIDING THAT IMPACT FEES BE SET BY ORDINANCE; AMENDING REFERENCES TO ADOPTION; ADOPTING NEW IMPACT FEE SCHEDULES; AND PROVIDING FOR CONFLICTS; SEVERABILITY; CODIFICATION; AND AN EFFECTIVE DATE.

WHEREAS, the City of Deltona, Florida, desires to update its impact fee ordinance in full compliance with statutory requirements; and

WHEREAS, the City of Deltona desires to update Appendix A, Fee Schedule, of the City's Code of Ordinances, with regulations governing City impact fees listed in Chapter 94, of the City's Land Development Code that includes fire/rescue, parks, transportation, and law enforcement impact fees; and

WHEREAS, the City of Deltona shall assess impact fees per Section 163.31801, Florida Statutes and provide scheduled adjustments to ensure that adequate public facilities and services are provided to the community in a timely manner; and

WHEREAS, the City of Deltona has ensured that the calculation of the impact fee is based on the most recent, localized, and/or best available data source.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, as follows:

SECTION 1. A new Section 94-17, "Statutory compliance," of Chapter 94, "Impact Fees," is hereby amended to read:

Sec. 94-17. – Statutory compliance.

In accordance with Florida Statutes, Section 163.31801, the “Florida Impact Fee Act,” all impact fees of the City of Deltona shall:

- (a) Be calculated based upon most recent and localized data;
- (b) Provide for accounting and reporting of impact fee collections and expenditures for revenues and expenditures of impact fees in a separate accounting fund;
- (c) Limit administrative charges for the collection of impact fees to actual costs;
- (d) Require that notice be provided no less than 90-days before the effective date of an ordinance imposing a new or increased impact fee; provided that a 90-day wait shall not be required to decrease, suspend, or eliminate an impact fee; and
- (e) Audits of financial statements are performed by a certified public accountant pursuant to Florida Statutes, Section 218.39 and submitted to the Auditor General that include an affidavit signed by the Finance Director stating that the City of Deltona has complied with Florida Statutes, Section 163.31801.

SECTION 2. Section 94-22, “Fire/rescue impact fee schedule,” of Article II, “Fire/Rescue Impact Fee,” of Chapter 94, “Impact Fees,” is hereby amended to read:

Sec. 94-22. – Fire/rescue impact fee schedule.

The fire/rescue impact fee schedule is as established by ~~resolution~~ordinance of the city commission as set forth in the Appendix A: Fire/Rescue, Park, Transportation, and Law Enforcement Impact Fee Schedule.

SECTION 3. Section 94-32, “Park impact fee schedule,” of Article III, “Park Impact Fee,” of Chapter 94, “Impact Fees,” is hereby amended to read:

Sec. 94-32. – Park impact fee schedule.

The park impact fee schedule is as established by ~~resolution~~ordinance of the city commission in the Appendix A: Fire Rescue, Park, Transportation, and Law Enforcement Impact Fee Schedule.

SECTION 4. Subsection (a) of Section 94-42, “Transportation schedule,” of Article IV, “Transportation Impact Fee,” of Chapter 94, “Impact Fees,” is hereby amended to read:

(a) The transportation impact fee schedule is as established by ~~resolution~~ordinance of the city commission in the Appendix A: Fire Rescue, Park, Transportation, and Law Enforcement Impact Fee Schedule.

SECTION 5. Section 94-52, “Law enforcement impact fee schedule,” of Article V, “Law Enforcement Impact Fee,” of Chapter 94, “Impact Fees,” is hereby amended to read:

Sec. 94-52. – Law enforcement impact fee schedule.

The law enforcement impact fee schedule is as established by ~~resolution~~ordinance of the city commission in the Appendix A: Fire Rescue, Park, Transportation, and Law Enforcement Impact Fee Schedule.

SECTION 6. There is hereby adopted an Appendix A: Fire Rescue, Park, Transportation, and Law Enforcement Impact Fee Schedule, which is to be codified as Table 94-1 as follows:

Appendix A
Table 94-1: City of Deltona Impact Fee Schedule for Fire/Rescue, Park, Transportation, and Law Enforcement

<u>Land Use</u>	<u>Impact Fee Unit</u>	<u>Fire/Rescue</u>	<u>Park</u>	<u>Transportation</u>	<u>Law Enforcement</u>
<u>Single Family Use (Residential)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>-</u>	<u>-</u>	<u>\$63.00</u>
	<u>DU</u>	<u>-</u>	<u>\$1,539.90</u>	<u>\$1,924.00</u>	<u>-</u>
<u>Multi-Family Use (Residential)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>-</u>	<u>-</u>	<u>\$63.00</u>
	<u>DU</u>	<u>-</u>	<u>\$830.50</u>	<u>\$888.00</u>	<u>-</u>
<u>Hotel/Motel</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>-</u>	<u>\$63.00</u>
	<u>Room</u>	<u>-</u>	<u>N/A</u>	<u>\$1,029.00</u>	<u>-</u>
<u>Office</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$7,764.00</u>	<u>\$63.00</u>
<u>Hospital/Medical Office/Clinic (ALF)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$4,393.00</u>	<u>\$63.00</u>
<u>Automobile Service Station (Types A&C Gas Station/Convenience Stores)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$23,805.00</u>	<u>\$63.00</u>
<u>Automobile Service Station (Type B Auto Care/Repair Center)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$4,206.00</u>	<u>\$63.00</u>
<u>Retail</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$5,803.00</u>	<u>\$63.00</u>
<u>Restaurant (Type A Sit-Down)/Bars</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$10,116.00</u>	<u>\$63.00</u>
<u>Restaurant (Type B No Drive-Thru)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$18,258.00</u>	<u>\$63.00</u>
<u>Restaurant (Type B Drive-Thru)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$24,753.00</u>	<u>\$63.00</u>
<u>Banks (Financial Institutions)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$22,779.00</u>	<u>\$63.00</u>
<u>Movie Theaters</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$7,311.00</u>	<u>\$63.00</u>
<u>Industry/Utilities</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$1,308.00</u>	<u>\$63.00</u>
<u>Building (Storage/Warehouse/Church)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$449.00</u>	<u>\$63.00</u>
<u>Recreation Facility (Indoor)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$9,266.00</u>	<u>\$63.00</u>
<u>Recreation Facility (Outdoor)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>-</u>	<u>\$63.00</u>
	<u>Acre</u>	<u>-</u>	<u>N/A</u>	<u>\$755.00</u>	<u>-</u>
<u>Public Use (Civic/Institutional)</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$4,246.00</u>	<u>\$63.00</u>
<u>Daycare</u>	<u>1,000 SF</u>	<u>\$123.00</u>	<u>N/A</u>	<u>\$23,741.00</u>	<u>\$63.00</u>

SECTION 7. CONFLICTS. All Ordinances or parts of Ordinances, insofar as they are inconsistent or in conflict with the provisions of this Ordinance, are hereby repealed to the extent of any conflict.

SECTION 8. CODIFICATION. The provisions of this Ordinance shall be codified as and become and be made a part of the Code of Ordinances of the City of Deltona. The sections of this Ordinance may be renumbered or re-lettered to accomplish such intention.

SECTION 9. SEVERABILITY. In the event that any portion or section of this Ordinance is determined to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such decision shall in no manner affect the remaining portions or sections of this Ordinance on which shall remain in full force and effect.

SECTION 10. EFFECTIVE DATE. This Ordinance shall take effect immediately upon its final passage and adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2016.

FIRST READING: _____

ADVERTISED: _____

SECOND READING: _____

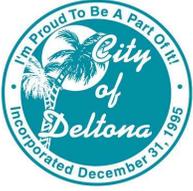
JOHN C. MASIARCZYK SR., MAYOR

ATTEST:

JOYCE RAFTERY, CITY CLERK

Approved as to form and legality for use
and reliance by the City of Deltona, Florida

GRETCHEN R. H. VOSE, CITY ATTORNEY



Agenda Memo

AGENDA ITEM: B.

TO: Mayor and Commission

AGENDA DATE: 8/22/2016

FROM: Jane K. Shang, City Manager

AGENDA ITEM: 4 - B

SUBJECT:

Discussion: City of Deltona Master Transportation Impact Analysis - Chris Bowley, AICP, Planning and Development Services, (386) 878-8602.

Strategic Goal: Fiscal Issues. Transportation/CIP.

LOCATION:

City-wide.

BACKGROUND:

The City of Deltona (City) is focused on infrastructure improvements for the betterment of public health, safety, and welfare, as is recognized in the City's Strategic Plan. The City is committed to large-scale capital improvement projects in the form of the Eastern Wastewater Treatment Plant, force-main line sizing, reclaimed water, rapid infiltration basins, surface water storage tanks, and roadways. The City recently entered into a transportation bond to improve needed roadway expansion, maintenance, and access management throughout the City.

Phase I of that transportation CIP is underway and Phase II includes a list of projects as identified by the City Commission and City staff. To assist in the focus of Phase II of the City's Capital Improvement Plan (CIP), a City-wide master transportation impact analysis (TIA) performed to the River to Sea Transportation Planning Organization (TPO) methodology is requested to provide a ranked priority of projects, based on need. The concluding ranking of the master TIA will be included in the City's CIP and will be used by the Public Works Department in a systematic planned and programmed improvement process, with a committed budget.

COST:

N/A

SOURCE OF FUNDS:

City Transportation Bond

ORIGINATING DEPARTMENT:

Planning and Development Services

STAFF RECOMMENDATION PRESENTED BY:

Chris Bowley, AICP, Director, Planning and Development Services - Staff recommends that the City undertake a master TIA for long-range transportation planning to assist the City's Public Works

AGENDA ITEM: B.

Department in a ranked priority Phase II transportation CIP.

POTENTIAL MOTION:

None.

Scope of Service
Traffic Analysis for Various Roads
City of Deltona



Prepared By: Jerry Woods
BCC Engineering, Inc.
August 8, 2016

Scope of Services: Prepare individual Traffic Engineering Reports for the current and future capacity of various roads within the City of Deltona. Gather data such as turning movement counts, traffic patterns, existing road conditions, school and VOTRAN bus routes, and AADT traffic. Using this data and observations made on the road prepare an engineering report on the future demand and recommend improvements. The report will not include accident reports or plots, Right of Way estimates or cost estimates.

Roads to be analyzed:

1. Courtland Blvd. from Howland Blvd. to India Blvd.
2. Courtland Blvd. from India Blvd. to Fort Smith Blvd.
3. Elkcam Blvd. from Normandy Blvd. to Fort Smith Blvd.
4. Fort Smith Blvd. from Elkcam Blvd. to Providence Blvd.
5. Captain Dr. from Lake Helen Osteen Rd. to Courtland Blvd.
6. Haulover Blvd. from Lake Helen Osteen Rd. to Courtland Blvd.
7. Finland Dr. from Saxon Blvd. to Sullivan St.

Methodology: We will use accepted Traffic Engineering Practices to determine the need for future improvements on each road analyzed. We will use the AADT counts (if available or collected), perform peak hour turning movement counts and perform a field review of each roadway during morning and evening peaks, when school traffic is arriving and on a local refuse pick-up day. We will review the length of any backups due to the various traffic events. Two-hour peak hour counts will be conducted at intersections as needed on each roadway, queue observations will be noted. The two-hour intersection counts will be input into Synchro. From the information collected, we will review the current Level of Service and estimate when or if the roadway capacity will be reached and recommend improvements that would improve the operation of each road. A free flow speed study will be conducted on each roadway.

Executive Summary: We will prepare an Executive Summary for each roadway and it will include the information collected during the review process and give recommendations based on the current and future capacity analysis of each road. The recommendations will include three lane, four lane, operational improvements (including conceptual drawings) or No Build. An intersection operational analysis will be conducted for each critical intersection found on the road. The Executive Summary will give written details concerning the existing roadway characteristics, existing traffic, intersection analysis and school impact to the through traffic.

Turning Movement Counts to be collected

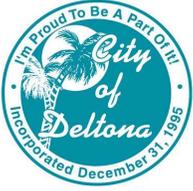
1. Courtland Blvd. from Howland Blvd. to India Blvd.
AM and PM turning movement count at India Blvd.
2. Courtland Blvd. from India Blvd. to Fort Smith Blvd.
Counts for India Blvd. are collected under the other segment
AM and PM turning movement count at Humphrey Blvd.
3. Elkcam Blvd. from Normandy Blvd. to Fort Smith Blvd.
AM and PM turning movement count at Union Circle, Old Mill Dr., Fort Smith Blvd.
4. Fort Smith Blvd. from Elkcam Blvd. to Providence Blvd.
Counts for Fort Smith Blvd. are collected under the other segment
PM turning movement count at April Ave./Monticello St.
5. Captain Dr. from Lake Helen Osteen Rd. to Courtland Blvd.
AM and PM turning movement count at Lake Helen Osteen Rd., Courtland Blvd.
48 hour traffic count
6. Haulover Blvd. from Lake Helen Osteen Rd. to Courtland Blvd.
AM and PM turning movement count at Lake Helen Osteen Rd., Courtland Blvd.
48 hour traffic count
7. Finland Dr. from Saxon Blvd. to Sullivan St.
PM turning movement count at Anchor Dr., Sullivan St.
48 hour traffic count

Staff Hours Required

Position	Hours	Rate	Total
Project Manager	34	\$170.25	\$5,788.50
Planner	35	\$68.55	\$2,399.25
Sr. Planner	26	\$97.30	\$2,529.80
Senior Engineer	126	\$114.95	\$14,483.70
Engineer	165	\$78.50	\$12,952.50
Engineer Technician	253	\$55.35	\$14,003.55
48 Traffic Counts	3	\$300.00	\$900.00

Total Cost \$53,057.30

The above fee includes attendance at City meetings



Agenda Memo

AGENDA ITEM: C.

TO: Mayor and Commission

AGENDA DATE: 8/22/2016

FROM: Jane K. Shang, City Manager

AGENDA ITEM: 4 - C

SUBJECT:

Discussion regarding possible ordinance regulating rental houses. Becky Vose, Legal Department, (407) 448-0111.

LOCATION:

City wide

BACKGROUND:

The idea of enacting a new rental ordinance has been raised as a possible remedy for several issues, particularly regarding beautification. The city formerly had a simple rental ordinance that required registration and the purchase of a \$20 business tax receipt, but it was ineffective and was repealed. A rental regulatory ordinance could be enacted that requires annual inspections, but that would require additional city staff to be hired. At the workshop, the commission will be requested to provide input as to the type of additional regulation of rental properties desired, if any.

COST:

N/A

SOURCE OF FUNDS:

N/A

ORIGINATING DEPARTMENT:

Legal Department

STAFF RECOMMENDATION PRESENTED BY:

Becky Vose - Recommend review of the possibility of the adoption of ordinance regulating rental houses.

POTENTIAL MOTION:

N/A



Agenda Memo

AGENDA ITEM: D.

TO: Mayor and Commission

AGENDA DATE: 8/22/2016

FROM: Jane K. Shang, City Manager

AGENDA ITEM: 4 - D

SUBJECT:

Consider and discuss Ordinance No. 14-2016, Amending Division 3, "Collection and Use", of Article III, "Stormwater Utility", of Chapter 54 "Special Assessments", of the Code of the City of Deltona, by adding a provision for stormwater utility fee credits - Becky Vose, Legal Department (407) 448-0111.

Strategic Goal: Infrastructure

LOCATION:

City-wide

BACKGROUND:

There has been a request to amend the stormwater utility fee ordinance relating to developed properties that have constructed and currently operate and maintain stormwater facilities that can reduce stormwater runoff impacts from the subject property and reduce the burden on the city to maintain, operate and provide capital improvements to the stormwater management system.

As an incentive for operating and maintaining a stormwater facility, fee credits may be granted to the utility customer when the management facility reduces the pollutant load on the water quality and reduces the flow of water from the subject property.

The proposed ordinance has been reviewed by the Deltona Business Alliance and the DBA has indicated its support of this ordinance.

COST:

N/A

SOURCE OF FUNDS:

N/A

ORIGINATING DEPARTMENT:

Legal Department

STAFF RECOMMENDATION PRESENTED BY:

Becky Vose - That the City Commission discuss Ordinance No. 14-2016.

AGENDA ITEM: D.

POTENTIAL MOTION:
N/A

ORDINANCE NO. 14-2016

AN ORDINANCE OF THE CITY OF DELTONA, FLORIDA, AMENDING DIVISION 3, "COLLECTION AND USE", OF ARTICLE III, "STORMWATER UTILITY", OF CHAPTER 54 "SPECIAL ASSESSMENTS", OF THE CODE OF THE CITY OF DELTONA, BY ADDING A PROVISION FOR STORMWATER UTILITY FEE CREDITS; AND PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the city recognizes that some developed properties that are subject to the stormwater utility fee have constructed and currently operate and maintain stormwater facilities that can reduce stormwater runoff impacts from the subject property and reduce the burden on the city to maintain, operate and provide capital improvements to the stormwater management system; and

WHEREAS, the city recognizes that some property owners may wish to mitigate the stormwater utility fee by constructing and maintaining a stormwater facility that will reduce the impact of the subject property; and

WHEREAS, as an incentive for operating and maintaining a stormwater facility, fee credits may be granted to the utility customer when the management facility reduces the pollutant load on the water quality, reduces the flow of water quantity from the subject property, or both.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF DELTONA, FLORIDA, as follows:

Section 1. A new Section 54-189, "Stormwater Utility Fee Credits", of Division III, "Collection and Use", of Article III "Stormwater Utility", of Chapter 54, "Special Assessments", of the City's Code of Ordinances, is hereby amended to read as follows:

Section 54-189. Stormwater Utility Fee Credits.

(a) Properties that currently operate and maintain an approved stormwater management system that is shown to reduce stormwater runoff and improve the quality of stormwater runoff are eligible for a reduction in the stormwater utility fee in the form of a credit. Stormwater utility customers with property meeting the criteria provided in this section may receive a stormwater utility fee credit of up to, but not exceeding, thirty-five percent (35%) on the fee for the subject property if such property is non-land locked, and fifty percent (50%) on the fee for the subject property if such property is land locked. For purposes of this credit, the term non-land locked shall refer to properties that have the ability to discharge off-site with excess stormwater, and it retains a 25 year, 24 hour, storm event on-site before it is allowed to discharge off-site. For purposes of this credit, the term land locked shall refer to properties that have no ability to discharge off-site with any excess stormwater to a lake, drainage ditch, canal, or other water body, and it retains a 100 year, 24 hour, storm event on-site.

(b) In order to qualify for a utility fee credit as set forth above, the property owner must demonstrate one of the following:

(1) The stormwater management system has been permitted by the St. Johns River Water Management District or the Florida Department of Environmental Protection and proof of such permitting is submitted to the city; or

(2) The subject property is serviced by an on-site stormwater management system that reduces stormwater runoff and improves the quality of stormwater runoff, and such facility is operated and maintained in accordance with standard practices in the industry. Determination of qualification for such credit shall reasonably be made by the city manager or designee based upon an examination of the site, and an affidavit of the property owner in a form acceptable to the city attorney, which includes a statement indicating that the stormwater management system was permitted by the St. Johns River Water Management District or the Florida Department of Environmental Protection, and was built in conformance with such permit, or that was built in accordance with the then current requirements or standards in effect at the time of construction without a permit, and that the stormwater management system has been operated and maintained in accordance with standard practices since placed in operation. It is acknowledged by the city that as to certain properties, such permitting was not in effect at the time of construction. Credits permitted under this sub-section (2) shall be a maximum of 35%.

(3) Once a qualification for a utility fee credit is established, the credit can continue unless the city becomes aware that the on-site stormwater management system has been removed, modified, or discontinued, or that

the on-site stormwater management system has not been adequately maintained, or if it is ineffective to prevent flooding on site or off-site, or excessive flowing of water off the property it serves. No less than ninety (90) days prior to the revocation of a utility fee credit, the property owner will be notified of corrective actions needed by certified mail, and shall be given sixty (60) days to perform the required corrective actions. The property owner shall notify the city when the corrective action is complete and the city shall make a determination and notify the property owner as to the adequacy of the corrective action. Any appeal from a decision to revoke the utility fee credit shall be made in writing to the city manager no later than either ten (10) days after the date set for completion of the corrective action, if no corrective action was taken or if it was not completed, or ten (10) days after notification to the property owner that the corrective action taken was insufficient to maintain the credit. Revocation of the credit shall be stayed pending completion of an appeal. The decision of the city manager on the appeal shall be final, with any further appeal to a court of competent jurisdiction.

(4) Credit application and affidavit forms shall be available from the city upon request or can be downloaded from the city website.

(5) After the effective date of this Ordinance No. 14-2016, a 35% or 50% credit, as applicable, shall be granted to new construction at the time of the issuance of a certificate of occupancy if the newly installed stormwater management system servicing the property was permitted by the St. Johns River Water Management District or the Florida Department of Environmental Protection, and construction of the stormwater system was in compliance with such permit.

Section 2. Conflict. All Ordinances or parts of Ordinances insofar as they are inconsistent or in conflict with the provisions of this Ordinance are hereby repealed to the extent of any conflict.

Section 3. Severability. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect any other provision or application of this ordinance which can be given effect without the invalid provision or application.

Section 4. Effective Date. This Ordinance shall take effect immediately upon its final adoption by the City Commission.

**PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF
DELTONA, FLORIDA THIS _____ DAY OF _____, 2016.**

First Reading: _____

Advertised: _____

Second Reading: _____

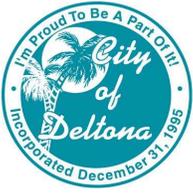
BY: _____
JOHN C. MASIARCZYK, SR., Mayor

ATTEST:

JOYCE RAFTERY, CMC, City Clerk

Approved as to form and legality
for use and reliance of the City of
Deltona, Florida

GRETCHEN R. H. VOSE, ESQ., City Attorney



Agenda Memo

AGENDA ITEM: E.

TO: Mayor and Commission

AGENDA DATE: 8/22/2016

FROM: Jane K. Shang, City Manager

AGENDA ITEM: 4 - E

SUBJECT:

Discussion regarding request to sign new lobbyist contract with different company and possible RFP for lobbyist. Jane Shang, City Manager, (386) 878-8858.

Strategic Goal: Economic Development

LOCATION:

City wide

BACKGROUND:

The city has received a notification from Capitol Insight that it has merged with the law firm of Gray Robinson. Attached is a copy of a letter agreement that the city has been asked to sign retaining Gray Robinson as the city's lobbyist. In the fall of 2013, the city received 9 responses to an RFP for lobbyist services and of 4 finalists, the city chose Capital Insight. Gray Robinson did not respond to the RFP. The city commission will be asked at the workshop to give direction to the city manager as to whether to sign the agreement with Gray Robinson, or advertise an RFP for lobbyist services.

COST:

N/A

SOURCE OF FUNDS:

N/A

ORIGINATING DEPARTMENT:

City Manager

STAFF RECOMMENDATION PRESENTED BY:

Jane Shang - Recommend review of the alternatives of signing with Gray Robinson to be the city's lobbyist or advertise an RFP for lobbyist services.

POTENTIAL MOTION:

N/A

GRAY ROBINSON
ATTORNEYS AT LAW

Dean Cannon
Statewide Chairman of Government Affairs and
Executive Vice President

850-577-9090

DEAN.CANNON@GRAY-ROBINSON.COM

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JACKSONVILLE
KEY WEST
LAKELAND
MELBOURNE
MIAMI
NAPLES
ORLANDO
TALLAHASSEE
TAMPA

August 9, 2016

Ms. Jane Shang
City Manager
City of Deltona, Florida
2345 Providence Boulevard
Deltona, FL 32725
jshang@deltonafl.gov

Re: Agreement with GrayRobinson, P.A

Dear Ms. Shang:

Thank you very much for your interest in GrayRobinson, P.A. ("GrayRobinson" or "the Firm"). We appreciate the opportunity to provide governmental consulting services to the City of Deltona, Florida ("Deltona" or "you"). The Firm is committed to providing the highest level of service in furtherance of your goals. This agreement will describe the terms under which that representation will occur.

You have asked that we represent Deltona's interests before the Florida Legislature and executive branch.

The entire team of GrayRobinson's lobbyists will be available to advance Deltona's interests. However, in order to ensure that your needs are efficiently and fully addressed, I will be the primary contact for this representation. If I should ever be unavailable, I would encourage you to contact Kirk Pepper, who will serve as secondary contact for this representation. We will send you our new contact information (including our email addresses and phone numbers for our office, fax, and cell phone and our new W9) via separate correspondence.

In exchange for these services, Deltona has agreed to pay the Firm \$4,500 per month beginning with an initial payment of \$4,500 on September 1, 2016, and on the first day of each month thereafter. All payments should be remitted to 301 S. Bronough St., Suite 600, Tallahassee, FL 32301, or via ACH transfer or other electronic transfer upon receipt of invoice. Documented, out-of-pocket costs directly attributable to the performance of this work will be billed in addition to the monthly retainer, and these costs may include travel and other expenses incurred on Deltona's behalf. No monthly costs that in the aggregate exceed \$500 will be incurred without your prior approval. Both Deltona and the Firm have the right to terminate this contract with or without cause with thirty (30) days notice given. Also, by signing below, you agree that you will complete any forms necessary to comply with lobbyist registration requirements under Florida law that may arise as a result of our representation of Deltona during the term of this contract or after its termination should reporting periods overlap.

Unless you direct otherwise, the Firm will report 60% of our fees and reimbursements as Legislative Branch lobbying fees and costs and 40% as Executive Branch lobbying fees and costs. All payments are subject to public disclosure per Florida Statute.

GrayRobinson has a policy of declining representation of clients when that representation would

immediately create a direct conflict with other clients. You have retained GrayRobinson for representation as outlined above, and we know of no conflicts with our current clients. If you ever have a concern about perceived or potential conflict, we ask that you alert us immediately so we can address it in a mutually acceptable fashion. We will do the same. In order to ensure the candor and trust in our relationship that forms the basis of effective representation, it is the policy of the Firm to keep confidential all information about your interests and strategies. Because information is our stock in trade and because advancing your interests may depend on it, we ask that you also keep confidential any information we may share with you regarding political strategy, insight, information, or analysis.

I believe the above reflects our understanding. If it does, please sign this agreement and return to me. If not already completed, electronic lobbyist registration forms will be sent separately from the respective entities for 2016. I expect 2017 registrations, which will require new approval, to go out the first week of January 2017. I appreciate your attention to this matter and look forward to working with you. Please never hesitate to contact me if we can assist Deltona in any way.

Sincerely,



Dean Cannon

For: City of Deltona, Florida

Date

By: Signature

Printed Name