



PUBLIC WORKSHOP - TRANSPORTATION IMPACT FEE MINUTES

September 10, 2024 at 5:30 PM

COMMISSION CHAMBERS - 202 E. MAIN STREET, DUNDEE, FL 33838

Phone: 863-438-8330 | www.TownofDundee.com

CALL TO ORDER at 5:30 p.m.

PLEDGE OF ALLEGIANCE led by Mayor Pennant

ORDINANCE #13-08, PUBLIC SPEAKING INSTRUCTIONS

The Mayor explained that if any member of the public would like to speak, then rather than use the comment cards, please raise hands to speak.

ROLL CALL taken by Town Clerk O'Neill

PRESENT

Willie Quarles
Bert Goddard
Sam Pennant

ABSENT

Mary Richardson
Steve Glenn

Town Manager Davis noted that both Commissioner Richardson and Commissioner Glenn would not be able to attend the workshop.

NEW BUSINESS

1. DISCUSSION ONLY, ORDINANCE 24-10, TRANSPORTATION IMPACT FEES

Mayor Pennant stated that transportation impact fees would be discussed and asked Assistant Town Attorney Claytor to provide background.

Attorney Claytor provided a brief introduction by stating that the Florida Impact Fee Act, Section 163.31801, requires two publicly noticed public workshops to discuss the demonstrated-need study and the extraordinary

circumstances necessitating the need to increase the Town of Dundee Transportation Impact Fee(s) in excess of the phase-in limitations.

Attorney Claytor introduced Mr. Alex Anaya with ESRP to present the 2024 Transportation Impact Fee Update for the Town of Dundee.

Mr. Anaya, a professional engineer in the state of Florida, stated that the primary goal of the transportation study is to secure adequate funding needed to maintain standard levels of service, as mandated by the Town's Comprehensive Plan. Mr. Anaya's presentation reviewed the population forecast for the Town of Dundee and noted how the Town's growth compared to the growth across Polk County, which between 2010 and 2020, was roughly 30% more than the rest of Polk County, including unincorporated areas.

Attorney Claytor asked Mr. Anaya to confirm that the transportation study and update to same states that population growth is projected to grow by 199% by the year 2045, which is unprecedented growth and presents extraordinary circumstances for the Town. Mr. Anaya stated that between 2022 and 2045, Dundee's population is projected to grow by a factor of four to a total population of 25,000 inhabitants.

Developer Director Lorraine Peterson noted that this figure does not include other proposed developments that have approached the Town.

Mayor Pennant asked whether the transportation study and update focuses on Dundee municipal roads or if it includes other roads. Mr. Anaya responded that the transportation study and update looked at all roads within the Town network, which includes county roads, state roads, and local roads. However, the proposed impact fee study only considered county roads and local roads within the Town limits for purposes of determining the proposed fee schedule(s). Mr. Anaya noted that the proposed transportation impact fee schedule is included in the presentation.

Mr. Anaya discussed the Town-wide Traffic Analysis and Adequacy Determination Technical Report. Mr. Anaya presented a slide that analyzed existing and future conditions. ESRP additionally performed a level of service analysis through 2045 and determined deficient segments within the Town limits. He provided a list of capacity improvements and cost estimates, which totaled \$141 million for the whole improvement plan from present through 2045, for an average cost per year of \$6.7 million.

Mayor Pennant sought clarification regarding who is responsible for paying the impact fees, and Mr. Anaya responded that the developers are responsible for the payment of impact fees for new development.

Mr. Anaya defined transportation impact fees as one-time local-government fees that are assessed and collected when a development or commercial building is built or expanded.

Attorney Claytor noted that new legislation is going to require the Town of Dundee to enter into an updated interlocal agreement with Polk County by the end of next fiscal year. At that time, the Town of Dundee will most likely need to review and update its transportation impact fees.

Commissioner Quarles asked what the proposed transportation impact fee will total? Mr. Anaya stated the fee schedule is included in the presentation. Mr. Anaya noted that ESRP prepared a document called "The Town of Dundee Transportation Impact Fee Study and Fee Schedule Updated Technical Report." Mr. Anaya presented the fee schedule and noted that the fees may be increased once every four years. They can also be decreased at any time.

Attorney Claytor noted that mobility fees and transportation impact fees are mutually exclusive, and the transportation impact fee study should be updated biannually. Attorney Claytor further noted that Section 163.31801 (as amended) states that an impact fee shall not be increased before that 4-year period.

Town Manager Davis asked Mr. Anaya to clarify how transportation impact fees may be updated. Mr. Anaya responded that transportation impact fees may be decreased, but if they are increased, a detailed study showing extraordinary circumstances is required and two public workshops are required to be held.

Attorney Claytor asked Mr. Anaya to state how long he has worked in the transportation engineering field. Mr. Anaya stated that he has worked in the transportation engineering field for about twenty years. He further noted that he is a professional engineer in the state of Florida and the state of Kentucky, as well as a traffic operations engineer, which is an international certification.

Attorney Claytor asked Mr. Anaya whether the circumstances the Town of Dundee is facing would be considered, in Mr. Anaya's professional and expert opinion, extraordinary circumstances. Mr. Anaya responded in the affirmative.

Commissioner Quarles asked for a copy of the presentation, and the Town Manager responded that the Town Clerk would provide copies to the Commission for review.

ADJOURNMENT at 6:01 p.m.

Respectfully submitted,

Lita O'Neill
Lita O'Neill, Town Clerk

APPROVAL DATE: _____

PUBLIC NOTICE: Please be advised that if you desire to appeal from any decisions made as a result of the above hearing or meeting, you will need a record of the proceedings and in some cases, a verbatim record is required. You must make your own arrangements to produce this record. (Florida statute 286.0105)

If you are a person with disability who needs any accommodations in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the town clerk's office at 202 east main street, Dundee, Florida 33838 or phone (863) 438-8330 within 2 working days of your receipt of this meeting notification; if you are hearing or voice impaired, call 1-800-955-8771.

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