

Staff Report

Subject: Consideration of Proposal to Rebuild Impact Fee Program
Author: Mark W. Barnes
Department: Finance Department
Meeting Date: 4/7/26
Item Description: Consideration to approve a professional services proposal from Hatley Plans LLC to rebuild and update the County's impact fee program.

Summary Recommendation:

Staff recommends approval of the proposal from Hatley Plans LLC in an amount not to exceed \$85,760 to rebuild the County's impact fee program.

Executive Summary/Background:

1. The County originally instituted impact fees after completing our original impact fee study in early 2005.
2. During FY 2014, the county zeroed out all impact fees and stopped collecting them.
3. Impact fees on new development are being reviewed once again in order to fund infrastructure capacity improvements that are needed due to growth.
4. Hatley Plans LLC has submitted a proposal to perform a comprehensive update to the County's Impact Fee Program, including preparation of a Capital Improvements Element (CIE), updated fee calculations, ordinance revisions, and implementation support.
5. The proposed scope includes evaluation of impact fees across multiple service areas including parks, fire, EMS, law enforcement, animal control, library services, and transportation infrastructure.
6. The process will include required public hearings, advisory committee meetings, and coordination with state agencies.
7. The entire process is estimated to take 11 months to complete.
8. The total cost of services is proposed not to exceed \$85,760, which is eligible for reimbursement from future impact fee collections.

Alternatives for Commission to Consider:

1. Approve the proposal and authorize staff to proceed with the impact fee program update.
2. Do not approve the proposal.
3. Provide Staff with Direction

Recommended Alternative:

Staff recommends Alternative number 1 – Approve the proposal and authorize staff to proceed with the impact fee program update.

Other Alternatives:

N/A

Department Review:

Finance

Funding Source:

General Fund

Attachments:

Hatley Plans LLC impact fee update proposal for Effingham County