

# Staff Report

**Subject:** Annual update to Capital Improvements Element  
**Author:** Steve Candler, Director of Development Services  
**Department:** Development Services  
**Meeting Date:** March 5, 2024  
**Item Description:** Consideration to approve a resolution adopting the FY2023 Capital Improvement Element (CIE) annual update.

## Summary Recommendation

The Georgia Department of Community Affairs and the Coastal Regional Commission of Georgia have approved the FY2023 Financial Report and Capital Improvements Element (CIE), which can now be adopted by the Board of Commissioners to ensure continuation of Qualified Local Government status.

## Executive Summary/Background

- Development Impact Fees are intended to ensure that adequate public facilities are available to serve new growth and development.
- The CIE annual update is a required report for all jurisdictions that collect impact fees, and includes a financial report and a schedule of improvements.
- Staff has updated the Impact Fee Financial Report and the schedule of improvements.
- The CIE annual update has been reviewed and approved by the Department of Community Affairs, and can now be adopted by the Board of Commissioners.
- Adoption of the annual CIE update is necessary to maintain the county's Qualified Local Government status with the Department of Community Affairs.

## Alternatives for Commission to Consider

1. Approve the resolution adopting the FY 2023 CIE annual update.
2. Take no action

**Recommended Alternative:** Alternative 1

**Other Alternatives:** N/A

**Department Review:** Finance Department; Development Services Department

**Funding Source:** No new funding requested.

## Attachments:

1. Resolution to adopt the FY2023 CIE annual update.
2. 2023 CIE annual update
3. 2023 Financial Report
4. 2023 CIE Update - Approval from DCA