Levy County Board of County Commissioners Agenda Item Summary Form

1. **Name and Title:** Mary-Ellen Harper, County Manager
2. **Department:** Board of County Commissioners
3. **Meeting Date:** Tuesday, October 20, 2026
4. **Requested Action:**

Approve the Agreement Between Levy County Board of County Commissioners and Kimley Horn and Associates Inc. for Professional Services to complete an Impact Fee Study Report for a cost of $163,000 piggybacking off of Okaloosa County RFQ PW 81-23.

5. **Cost & Funding Source:**

This recommendation is to piggyback on the Okaloosa County RFQ PW 81-23. By piggybacking on Okaloosa County's competitively procured contract, Levy County can save approximately $12,000 in procurement and study costs compared to using the County's CCNA Professional Engineering Services Request for Qualifications RFQ_2026_01.

Task Number & Name		Fee (Piggyback)	Fee (CCNA)
1	Parks and Recreation Impact Fees Calculations	$42,000.00	$48,000
2	EMS Impact Fee Calculations	$26,000.00	$26,000
3	Road Impact Fee Calculations	$45,000.00	$51,000
4	Fire Impact Fee Calculations	$26,000.00	$26,000
5	Final Support	$24,000.00	$24,000
Total		**$163,000**	**$175,000**
Savings		**$12,000**	

6. **Justification of Request:**

Levy County is seeking to update its Parks and Recreation, Emergency Medical Services (EMS), Roadway, and Fire impact fees to ensure they accurately reflect current infrastructure needs, service demands, and growth-related costs. The Parks and Recreation and EMS impact fees were last updated in 2005, while the Roadway and Fire impact fees were last updated in 2014.

Updating the County's impact fee studies is essential to ensuring that new development pays its proportionate share of the capital infrastructure and facilities necessary to accommodate growth, rather than placing those costs on existing taxpayers.

The updated studies will provide:

- **Fiscal Responsibility:** Establish legally supportable impact fees based on current data, infrastructure costs, and projected growth.
- **Taxpayer Protection:** Reduce the financial burden on existing residents by ensuring new development contributes its fair share of growth-related capital improvements.
- **Long-Term Infrastructure Planning:** Identify future capital needs for roads, fire protection, EMS, and parks and recreation.

- **Legal Compliance:** Support compliance with Section 163.31801, Florida Statutes, including the requirements for demonstrating a reasonable connection between development impacts and the fees assessed.