CITY OF CLERMONT
COUNCIL MEETING AGENDA
7:00 PM, Tuesday, January 28, 2014

Welcome to our Council meeting. In the interest of time efficiency and ensuring that everyone who wishes to address the Council is given the opportunity to do so, the following will apply to all comments made by the public. For items listed on the agenda, each speaker will be permitted 5 minutes to address the Council. For non-agenda items, each speaker will be permitted 3 minutes to address the Council. These time limits may be extended by the Mayor. Thank you for participating in your City Government.

CALL TO ORDER

INVOCATION & PLEDGE OF ALLEGIANCE

PRESENTATIONS

Oath of Office, Assistant Chief Administration Kathy Johnston

PUBLIC COMMENTS

REPORTS

CONSENT AGENDA

Item No. 1 - Contract Approval	Consider approval of the Water, Wastewater and Reclaimed Water Scope of Service proposal from Tetra Tech in the amount $242,174
Item No. 2 - Contract Approval and Budget Amendment	Consider approval of assigning the remaining design and construction services related to phase 1B of the Lake Hiawatha Preserve project from AECOM to Tetra Tech in the amount of $160,000 and a budget amendment in the amount of $160,000.
Item No. 3 - Lease Termination Agreement and General Release	Consider approval of the Lease Termination Agreement and General Release with Nextel South Corp., a Georgia corporation located at 1102 Bloxam Avenue
Item No. 4 - Pig on the Pond Sponsorship and Budget Amendment	Consider approval of sponsorship of the Pig on the Pond event scheduled for March 7 - 9, 2014 in the amount of $30,000 and a budget amendment
Item No. 5 - CFT Sommer Sports Sponsorship and Budget Amendment	Consider approval of sponsorship of CFT Sommer Sports events for 2014 in the amount of $15,000 and a budget amendment

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Item No. 6 - Purchase Approval and Budget Amendment	Consider approval to purchase an automated sideloader garbage truck from Crane Carrier in the amount of $287,916 and a budget amendment in the amount of $287,916.
Item No. 7 - Purchase Approval	Consider approval to purchase five Police Department vehicles from Don Reid Ford in the amount of $118,475.
Item No. 8 - Budget Amendment and New Positions	Consider approval of new positions in the Planning and Zoning and Fire Departments and a budget amendment in the amount of $736,269.
Item No. 9 - Establish a Citizens Advisory Task Force (CATF)	Consider approval of the recommended appointees - Tim Murry and Edward Shelton - for the Citizens Advisory Task Force (CATF) as required by the Community Development Block Grant (CDBG)

UNFINISHED BUSINESS

Item No. 10 - Lakeshore Drive	Discussion
Item No. 11 - Ordinance No. 2014-03; Table Final to February 25, 2014	Consider request to table Ordinance No. 2014-03; Final, Citrus Tower Apartments and Professional Office - Small Scale Comprehensive Plan Amendment
Item No. 12 - Ordinance No. 2014-01; *Final*	Consider approval of Ordinance No. 2014-01 to amend current impact fees

NEW BUSINESS

Item No. 13 - Variance Request Trapp	Consider variance to allow for a reduction in the rear-yard setback
Item No. 14 - Resolutuion No. 2014-01 Palm Tire Automotive Service Center	Consider request for a Conditional Use Permit to allow an automotive repair center in the C-2 General Commercial zoning district
Item No. 15 - Resolution No. 2014-02 Starchild Daycare Center	Consider request for a Conditional Use Permit to allow a daycare facility in the C-2 General Commercial zoning district

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Item No. 16 - Ordinance No. 2014-08; *Introduction*	Consider introduction of Ordinance including the City of Clermont in the countywide Municipal Service Taxing Unit to fund ambulance and emergency medical services for 3 years

ADJOURN

Any person wishing to appeal any decision made by the City Council at this meeting will need a record of the proceedings. For that purpose, such person 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 based. In accordance with the Americans with Disabilities Act (ADA), if any person with a disability defined by the ADA needs special accommodation to participate in this proceeding, then not later than two business days prior to the proceeding he/she should contact Clermont, City Clerk's Office, 352-241-7330.

Please be advised that if you intend to show any document, picture, video or items to the Council or Board in support or opposition to any item on the agenda; a copy of the document, picture, video or item must be provided to the City Clerk for the City's records.

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Council Meeting Date		
Tuesday, January 28, 2014		
Agenda Item Name		
Oath of Office, Assistant Chief Administration Kathy Johnston		
Requested Action		
Staff Report		
Oath Of Office- Assistant Chief Administration, Kathy Johnston		
Legal Impact		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		

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CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Contract Approval	
Requested Action	
Motion to approve the Water, Wastewater and Reclaimed Water Scope of Service proposal from Tetra Tech for $242,174.00.	
Staff Report	
The Master Plan is intended to provide a guide for the orderly expansion of the City's potable water, sanitary sewer and reclaimed water systems. The City will use this Master Plan to prepare annual budgets for capital improvements as well as the proper sizing of infrastructure for future expansion. The Master Plan should be regularly updated to reflect conditions that have changed within the City's service area. The last Master Plan was completed in 2008.	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
The requested approval amount is included in the approved FY 2014 budget.	

Fiscal Impact	Fund Number and Description	Available Budget Amount
$121,087.00 $121,087.00	41533-53100 Water Impact Fee Fund, Pro Svcs - General 44535-53100 Sewer Impact Fee Fund Pro Svcs-General	$150,000.00 $150,000.00

Exhibits Attached (copies of original agreements)	
1. Scope of Services	Scope of Services.pdf

ATTACHMENT A

SCOPE OF SERVICES

CITY OF CLERMONT, FLORIDA
MASTER PLAN FOR WATER, WASTEWATER AND RECLAIMED WATER

PHASE 1 – PROJECTIONS/EXISTING SYSTEMS

The Projections/Existing System Phase will describe and evaluate the existing systems, and identify the quantity of service projected at build-out and the five (5) and ten (10) year planning horizons.

1.1. Data Collection

Tetra Tech will collect, coordinate and organize data and various documents to develop the background information needed for the planning effort. To the extent Tetra Tech has already received this data in conjunction with other projects, additional copies will not be necessary. Data sources are expected to include:

- Monthly operating reports, discharge monitoring reports and other operational data
- Existing GIS shape files and data base of the Systems
- Water and lift station pump curves
- Selected SCADA data as available
- Record drawings for recent projects not covered in the GIS information
- Design reports and permitting documents pertaining to treatment facilities
- Aerial photographs and tax maps
- USDA SCS Soils Maps
- FEMA Flood Maps
- Existing hydraulic models and master plans
- Comprehensive plans for Clermont and Lake County
- Existing and future land use maps for Clermont and Lake County

- Current permits associated with the systems
- Potable water, wastewater and reclaimed water customer data

1.2. Water

1.2.1. Potable Water Projections. Tetra Tech will update the previously generated build-out potable water demand projections. Additional projections will be determined for the 5-year and 10-year planning horizons. The analysis will also consider the limitations in the City's Water Use Permit and offsets in water usage through reclaimed water.

1.2.2. Capacity Analysis. Tetra Tech will review the existing potable water treatment and supply facilities and evaluate the ability of the system to meet the projected demands.

1.2.3. Regulatory Review. Tetra Tech will summarize existing and proposed regulatory requirements that will affect the water system. The regulations will be compared to the current water quality and any deficiencies or concerns will be identified and addressed in the capital program.

1.3. Wastewater

1.3.1. Wastewater Projections. Tetra Tech will develop build-out wastewater flow projections for the City service area. The projections will consider areas that currently receive wastewater service in addition to other areas that are not currently developed and developed areas anticipated to receive wastewater service. In addition projected flow from anticipated interconnects with known outside wastewater utilities will be included Additional projections will be determined for the 5-year and 10-year planning horizons for development of the CIP.

1.3.2. Capacity Analysis. Tetra Tech will compare the capacity of the existing wastewater treatment facilities to meet the projected demands. The current wastewater treatment plant site will be evaluated for the ability to accommodate expansions to meet the build-out wastewater flows. The capacity analysis for the lift stations and wastewater transmission system will be evaluated as part of the hydraulic modeling.

1.3.3. Regulatory Analysis. Tetra Tech will summarize existing and proposed regulatory requirements that will affect the wastewater treatment plant, biosolids disposal and effluent disposal. Particular attention will be directed at the nutrient loading criteria currently being developed for the Upper Ocklawaha River Basin. The regulations will be compared to the wastewater system parameters and any deficiencies or concerns will be noted.

1.4. Reclaimed

1.4.1. Reclaimed Water Projections. Tetra Tech will develop build-out reclaimed water demand projections for the City service area. The projections will consider areas that currently receive reclaimed service in addition to other areas that are not currently developed and developed areas anticipated to receive reclaimed service. Additional projections will be determined for the 5-year and 10-year planning horizons for development of the CIP.

1.4.2. Reclaimed Water Opportunities. In a collaborative effort with the City, Tetra Tech will identify future large scale potential end users of the reclaimed water and estimate future residential reclaimed water demand. The nature of the existing reclaimed water service area will be analyzed to determine opportunities where reclaimed water service can be effectively extended along with infill for currently served areas. Other potential uses of reclaimed water are bulk sales and transfer to nearby utilities. The potential for alternative reclaimed water sources will also be evaluated to maximize the supply of reclaimed water to meet the City's projections.

1.4.3. Reclaimed Water Existing System. Tetra Tech will evaluate the extent of the infrastructure of the existing reclaimed water system and its ability to accept additional flows from outside sources for distribution.

1.5. Draft Submittal and Review

Tetra Tech will prepare three draft Technical Memoranda (one for each system) that presents the data analysis, maps, and projections and submit two (2) copies of the documents to the City for review and comment. The memoranda will take the form of sections that will ultimately be included in the Master Plans. This review will be used by the City to verify the completeness of the data and maps and to review the projections prior to any planning work.

1.6. Review Meeting

Tetra Tech will attend a review meeting addressing the draft submittal and will record and distribute meeting minutes of said meeting.

1.7. Draft Technical Memorandum Revisions

Tetra Tech will incorporate the City's review comments into the maps and projections.

PHASE 2 – HYDRAULIC MODELING

2.1 Water System

2.1.1. Existing Model

Tetra Tech will review the City's existing GIS infrastructure data and develop a Steady State hydraulic model in Bentley WaterCAD software. The model will be updated by Tetra Tech with the current average day water demands (based on billing data provided by City).

2.1.2. Model Calibration

Tetra Tech will work with the City to verify the potable water model input parameters with up to eight (8) hydrant flow tests. Tetra Tech will recommend the locations and dates for performing the hydrant tests. Tetra Tech will provide a staff member for one (1) day to oversee the field hydrant tests. The City will provide field staff to help perform hydrant testing and provide information from the water treatment facilities prior to and during the hydrant tests, including plant flows and pressures. The City will provide the data loggers to be installed throughout the distribution system as well as pressure gauges to be attached to the fire hydrants to calculate flow for each tested hydrant.

2.1.3. Model Scenarios

After the model is calibrated, a hydraulic analysis will be performed to determine the system's ability to meet projected demands in the 5-year, 10-year and build-out scenario. Tetra Tech will discuss the predicted facility operation with City staff to determine the operating strategy of the facilities for the model simulations.

For each of the applicable scenarios, Tetra Tech will provide two (2) analyses consisting of steady state simulations for maximum day demand plus fire flow and peak hour demand. Tetra Tech will also create one extended period simulation for average day demand using diurnal curve data from the City's SCADA system if available or AWWA standards to analyze water age in the system.

2.2 Wastewater System

2.2.1. Existing Model

Tetra Tech will review the City's existing GIS infrastructure data and develop a Steady State hydraulic model in Bentley WaterCAD software. The model's flows will be determined by lift station pump capacities and run times provided by the City. It is anticipated that up to five manifolded lift station systems will be modeled with connection gravity piping. Hydraulic calculations of the connecting gravity piping will performed in Microsoft Excel and merged with the hydraulic model data to fully simulate the system. Minor lift stations and lift stations not part of a manifolded system will not be included in the hydraulic model. The model will be desktop verified using lift station capacities and run times. Wet weather/dry weather and inflow/infiltration analyses are not included in the modeling.

2.2.2. Model Scenarios

A hydraulic analysis will be performed to determine the system's ability to meet projected demands in the 5-year, 10-year and build-out scenario. For each of the scenarios, Tetra Tech will provide an analysis with the firm capacities of all lift stations simultaneously to approximate a worst case condition. Additional adjustments may be made based on input from City staff regarding system operations. The model scenarios will include an analysis of potential wastewater interconnects with utility systems that are anticipated to transfer wastewater to the City's system for treatment.

2.3 Reclaimed Water System

2.3.1. Existing Model

Tetra Tech will update the existing reclaimed water hydraulic model using updated GIS data from the City. Tetra Tech will reassign demands if an update is warranted based on a review of existing reclaimed demand patterns.

2.3.2. Model Verification

Tetra Tech will work with the City to verify the reclaimed water model. Verification efforts will include obtaining input conditions (flow and pressure) in the City's system along with data at the extremities of the system. Tetra Tech will provide a staff member for one (1) day to oversee data collection. Data loggers, provided by the City, will be installed at various locations throughout the reclaimed water system. The City will provide field staff to assist in the data collection.

2.3.3. Model Scenarios

A hydraulic analysis will be performed to determine the system's ability to meet projected demands in the 5-year, 10-year and build-out scenario. Tetra Tech will update the reclaimed water supply for each scenario to account for potential inputs from regional supply sources. The analysis will evaluate the system based on a peak hour demand case.

2.4 Draft Submittal and Review

Tetra Tech will prepare three draft Technical Memoranda (one for each system) that presents the data analysis, maps, and projections and submit two (2) copies of the documents to the City for review and comment. The memoranda will take the form of sections that will ultimately be included in the Master Plans.

2.5 Review Meeting

Tetra Tech will attend a review meeting addressing the draft submittal and will record and distribute meeting minutes of said meeting.

2.6 Draft Technical Memorandum Revisions

Tetra Tech will incorporate the City's review comments into the draft Technical Memorandum.

PHASE 3 – CAPITAL PROGRAM

The Capital Program will identify the projects required to meet the goals of the Master Plans. Tasks included in the Capital Program Phase include:

3.1. Identify Facility Requirements

Facility requirements will include a detailed list of storage, treatment, pumping, transmission, and distribution facilities required to effectively convey service to end users previously identified as well as any requirements for interconnects with neighboring utilities. The facility requirements will be based on the results from the hydraulic modeling and the capacity evaluation. The requirements will be developed for the 5-year, 10-year, and build-out planning horizons and will include a description of each project and opinion of probable cost.

3.2. Prioritization of Improvements

Tetra Tech will prioritize the identified improvements for both new and existing facilities and provide dates for improvements as necessary to meet system demand. The prioritization will develop a CIP for the 5-year and 10-year planning horizons. The prioritization will also include a ranking of projects based on identifying projects that will provide the greatest increase for the least amount of capital expenditure while also considering non-cost factors. The CIP for the 5-year and 10-year planning horizons will also include a set of events that will trigger the initiation of the projects.

3.3. Draft Submittal and Review

Tetra Tech will prepare three (3) draft Technical Memoranda summarizing the Capital Program and submit two (2) copies of the document to the City for review and comment. The memoranda will take the form of the sections that will ultimately be included in the Master Plans.

3.4. Review Meeting

Tetra Tech will attend a review meeting addressing the draft submittal and will record and distribute meeting minutes of said meeting.

3.5. Draft Technical Memorandum Revisions

Tetra Tech will incorporate the City's review comments into the draft Technical Memoranda.

PHASE 4 – REPORT PREPARATION

4.1. Report Preparation

Tetra Tech will submit two (2) copies of 3 draft reports (one for each system), combining the final Technical Memoranda for each Phase for review by the City and will subsequently meet with the Staff to discuss the documents. The report will be revised pursuant to the City's comments and two (2) copies of each of the final reports will be submitted to the City along with electronic versions of the various models and documents.

OPTIONAL SERVICES

- Asbestos Renewal and Replacement Program. Tetra Tech will utilize the City's GIS information to identify the areas of the water system containing asbestos cement piping. A desktop criticality analysis will be conducted to assist in identifying and prioritizing replacement segments in the pipe network. If an asset's consequence of failure will have a large impact on the community or environment, it will have a relatively high criticality ranking. Criticality factors include size, transportation impact, and environmental impact.

- Extension of Wastewater Service. Tetra Tech will identify areas in the City's service area that are not on City wastewater and are not served by another utility system. A wastewater integration program will be developed for incorporation of these areas into the City's wastewater system which will include primary infrastructure needs and generalized opinions of probable costs.

- Enterprise System

  - Economic Feasibility of Capital Project Alternatives: Once the capital projects have been developed, a present worth analysis will be performed that evaluates both the capital and operational costs to determine the most economically feasible capital program.

  - Financial Impact Study: Tetra Tech will review the current budget, historical financial performance, and year-to-date financial data to determine the basis for projecting the financial performance of the utility. Based on this analysis, with input from the City, Tetra Tech will project the expenses of the utility. System revenues will be projected based on current rates and projected growth from other components of the Master Plan. Based on the results of the financial projections, Tetra Tech will assign net revenues to the recommended CIP to generate a preliminary capital funding plan. Tetra Tech will make recommendations based on the results of the funding plan regarding overall sufficiency of existing rates and charges and alternative funding sources.

- Review of Ordinances: Tetra Tech will review the City's ordinances and will provide recommendations regarding a potable water service availability policy that will address the criteria for connection to the potable water system as well as a line extension policy.

- Draft Submittal and Review: Tetra Tech will prepare a draft Technical Memorandum summarizing the results of the Enterprise Phase and submit two (2) copies of the document to the City for review and comment.

- Review Meeting: Tetra Tech will attend a review meeting addressing the draft submittal and will record and distribute meeting minutes of said meeting.

- Draft Technical Memorandum Revisions: Tetra Tech will incorporate the City's review comments into draft Technical Memorandum.

SCHEDULE

A tentative schedule for major milestones in the project is presented below:

Task		Days After Notice to Proceed
1.	Projections/Existing System	60
2.	Hydraulic Modeling	120
3.	Capital Program	180
4.	Enterprise Services	200
5.	Submit Draft Reports	220
6.	Submit Final Reports/Presentation	250

COMPENSATION

The total lump sum fee for the services described above is $242,174, and is summarized in the Table below and in Exhibit A. The total lump sum fee for optional services is $40,291 also summarized below and in Exhibit A. Tetra Tech will invoice the City monthly.

	Phase	Compensation
1.	Projections/Existing System	$ 44,003
2.	Hydraulic Modeling	141,680
3.	Capital Program	37,588
4.	Report Preparation	14,903
	Other Direct Costs	4,000
	TOTAL LUMP SUM	$ 242,174
	Optional Services	
	Asbestos R&R Program	$ 4,657
	Extension of Wastewater Service	6,775
	Enterprise Services	28,859
	TOTAL LUMP SUM (Optional Services)	$ 40,291
	TOTAL Services	**$282,456**

EXCLUSIONS

The following tasks are specifically excluded from this Scope of Services:

1. Preparation of grant or loan applications.
2. Preparation of ordinances or resolutions and attendance at meetings or hearings other than those specifically described herein.
3. Preparation of any groundwater models.
4. Evaluation of alternative water sources.
5. Expert witness testimony.
6. Land use planning and annexation analysis.
7. Budget preparation assistance.
8. Extended period simulations of the hydraulic models other than those specifically described herein.

Exhibit A

City of Clermont Water Wastewater and Reclaimed Master Plan

Submitted to: City of Clermont

Contract Type: Fixed Price

Labor Plan — 7 Labor Resources

Price Summary / Totals

Task Pricing Totals	282,456
Specify Add'l Fees on Setup	0
Technology Use Fee	
Add'l Fees for Prem. O/T Labor	N/A
Total Price	**282,456**

Pricing by Resource

Technology Usage* $0.00

Project Phases / Tasks	Schedule From	Schedule Thru	Months	Work Days Off	Work Days	Total Labor Hrs	Sr Project Manager (Woodcock)	Engineer V (Turner)	Engineer II (Vince)	Engineer V (Rishi)	Project Admin (Cruz)	Engineer I (Roe)	Sr. Tech (Morris)	hour ODC	Labor Rate Esc.	Labor	Subs	Travel	Mat'ls & Equip	ODCs	Task Pricing Totals
Proj Area >						2,219	166	416	486	454	37	624	36	2,219	0.00%	278,456	-	-	-	4,000	282,456
1.0 Projections/Existing System						325	41	104	150	12	10	8	-	325		44,003	-	-	-	-	44,003
1.1 Data Collection/Kickoff Meeting	01/31/14	12/31/14	10.8	24	215	49	8	8	16	8	1	8		49		6,563					6,563
1.2 Water						13	1	4	8	-	-	-	-	13		1,690	-	-	-	-	1,690
1.2.1 Potable Water Projections	01/31/14	12/31/14	10.8	24	215	3		1	2					3		371					371
1.2.2 Capacity Analysis	01/31/14	12/31/14	10.8	24	215	3		1	2					3		371					371
1.2.3 Regulatory Review	01/31/14	12/31/14	10.8	24	215	7	1	2	4					7		948					948
1.3 Wastewater						91	3	32	56	-	-	-	-	91		11,642	-	-	-	-	11,642
1.3.1 Wastewater Projections	01/31/14	12/31/14	10.8	24	215	8		4	4					8		1,061					1,061
1.3.2 Capacity Analysis	01/31/14	12/31/14	10.8	24	215	50	2	16	32					50		6,346					6,346
1.3.3 Regulatory Analysis	01/31/14	12/31/14	10.8	24	215	33	1	12	20					33		4,235					4,235
1.4 Reclaimed Water						73	11	24	38	-	-	-	-	73		10,119	-	-	-	-	10,119
1.4.1 Reclaimed Water Projections	01/31/14	12/31/14	10.8	24	215	11	1	4	6					11		1,479					1,479
1.4.2 Reclaimed Water Opportunities	01/31/14	12/31/14	10.8	24	215	48	8	16	24					48		6,743					6,743
1.4.3 Reclaimed Water Existing System	01/31/14	12/31/14	10.8	24	215	14	2	4	8					14		1,897					1,897
1.5 Draft Submittal and Review	01/31/14	12/31/14	10.8	24	215	58	8	20	24	2	4			58		7,922					7,922
1.6 Review Meeting	01/31/14	12/31/14	10.8	24	215	17	8	8			1			17		2,992					2,992
1.7 Draft Tech Memo Revisions	01/31/14	12/31/14	10.8	24	215	24	2	8	8	2	4			24		3,076					3,076
2.0 Hydraulic Modeling						1,223	20	94	38	426	9	616	20	1,223		141,680	-	-	-	-	141,680
2.1 Water System						494	2	24	12	192	-	260	4	494		56,786	-	-	-	-	56,786
2.1.1 Existing Model	01/31/14	12/31/14	10.8	24	215	172				72		100		172		19,316					19,316
2.1.2 Model Calibration	01/31/14	12/31/14	10.8	24	215	112			12	40		60		112		12,373					12,373
2.1.3 Model Scenarios	01/31/14	12/31/14	10.8	24	215	210	2	24		80		100	4	210		25,097					25,097
2.2 Wastewater						390	2	24	-	140	-	220	4	390		44,297	-	-	-	-	44,297
2.2.1 Existing Model	01/31/14	12/31/14	10.8	24	215	200				80		120		200		22,214					22,214
2.2.2 Model Scenarios	01/31/14	12/31/14	10.8	24	215	190	2	24		60		100	4	190		22,083					22,083
2.3 Reclaimed Water						254	2	24	12	80	-	132	4	254		29,072	-	-	-	-	29,072
2.3.1 Existing Model	01/31/14	12/31/14	10.8	24	215	100				40		60		100		11,107					11,107
2.3.2 Model Verification	01/31/14	12/31/14	10.8	24	215	32			12	8		12		32		3,487					3,487
2.3.3 Model Scenarios	01/31/14	12/31/14	10.8	24	215	122	2	24		32		60	4	122		14,477					14,477
2.4 Draft Submittal and Review	01/31/14	12/31/14	10.8	24	215	42	4	10	10	10	4		4	42		5,552					5,552
2.5 Review Meeting	01/31/14	12/31/14	10.8	24	215	17	8	8			1			17		2,992					2,992
2.6 Draft Tech Memo Revisions	01/31/14	12/31/14	10.8	24	215	26	2	4	4	4	4	4	4	26		2,980					2,980
3.0 Capital Program						286	20	106	148	-	4	-	8	286		37,580	-	-	-	-	37,580
3.1 Facility Requirements						127	3	56	68	-	-	-	-	127		16,744	-	-	-	-	16,744
3.1.1 Water	01/31/14	12/31/14	10.8	24	215	45	1	20	24					45		5,935					5,935
3.1.2 Wastewater	01/31/14	12/31/14	10.8	24	215	45	1	20	24					45		5,935					5,935
3.1.3 Reclaimed Water	01/31/14	12/31/14	10.8	24	215	37	1	16	20					37		4,874					4,874
3.2 Prioritization of Improvements						61	3	18	40	-	-	-	-	61		7,717	-	-	-	-	7,717
3.2.1 Water	01/31/14	12/31/14	10.8	24	215	23	1	6	16					23		2,854					2,854
3.2.2 Wastewater	01/31/14	12/31/14	10.8	24	215	23	1	6	16					23		2,854					2,854
3.2.3 Reclaimed Water	01/31/14	12/31/14	10.8	24	215	15	1	6	8					15		2,010					2,010
3.3 Draft Submittal and Review	01/31/14	12/31/14	10.8	24	215	58	4	16	32		2		4	58		7,205					7,205
3.4 Review Meeting	01/31/14	12/31/14	10.8	24	215	16	8	8						16		2,932					2,932
3.5 Draft Tech Memo Revisions	01/31/14	12/31/14	10.8	24	215	24	2	8	8		2		4	24		2,981					2,981
4.0 Report Preparation						112	16	24	40	16	8	-	8	112		14,903	-	-	-	-	14,903
4.1 Report Preparation	01/31/14	12/31/14	10.8	24	215	112	16	24	40	16	8		8	112		14,903					14,903
Other Direct Costs						-														4,000	4,000
Optional Services						273	69	88	110	-	6	-	-	273		40,290	-	-	-	-	40,290
Asbestos Cement Pipe Replacement	01/31/14	12/31/14	10.8	24	215	37	1	12	24					37		4,657					4,657
Wastewater Extension Study	01/31/14	12/31/14	10.8	24	215	52	2	20	30					52		6,775					6,775
Enterprise Services						184	66	56	56	-	6	-	-	184		28,859	-	-	-	-	28,859
1 Economic Feasibility of Capital Project Alts	01/31/14	12/31/14	10.8	24	215	48	8	20	20					48		6,960					6,960
2 Financial Impact Study	01/31/14	12/31/14	10.8	24	215	44	20	8	16					44		7,101					7,101
3 Review of Ordinances	01/31/14	12/31/14	10.8	24	215	16	8	8						16		2,932					2,932
4 Draft Submittal and Review	01/31/14	12/31/14	10.8	24	215	46	20	8	16		2			46		7,220					7,220
5 Review Meeting	01/31/14	12/31/14	10.8	24	215	18	8	8			2			18		3,052					3,052
6 Draft Tech Memo Revisions	01/31/14	12/31/14	10.8	24	215	12	2	4	4		2			12		1,594					1,594
Totals	01/31/14	12/31/14	10.8			2,219	166	416	486	454	37	624	36	2,219	0.00%	278,456	-	-	-	4,000	282,456

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Contract Approval and Budget Amendment	
Requested Action	
Motion to approve the assigning of the remaining design services and construction of Phase 1B of Lake Hiawatha Preserve to Tetra Tech to replace AECOM.	
Staff Report	
Engineering staff reccomends the removal of AECOM and the assigning of Tetra Tech for the remaining design and construction services pertaining to phase 1B the Lake Hiawatha Preserve project in the amount of $160,000.	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
Funds for the design and construction services pertaining to phase 1B of the Lake Hiawatha Preserve project were not included in the approved FY 2014 budget. Request is to amend the current year budget in the amount of $160,000 from Recreation Impact Fees.	

Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)		
1.	Attachment A	Attachment A.pdf

ATTACHMENT A

SCOPE OF SERVICES

CITY OF CLERMONT
LAKE HIAWATHA PRESERVE – PHASE 1B
(DESIGN, PERMITTING, BIDDING AND CONSTRUCTION ADMINISTRATION)

A. PROJECT DESCRIPTION

The property for the City of Clermont's (City) first passive recreation park at Lake Hiawatha was purchased by the City in 2006 and 2007. The scenic 219 acre tract is located on both sides of County Road 561 bordered by Lake Hiawatha on the south and Lake Minneola on the east.

Site improvements will include restrooms, picnic pavilions, biking and hiking trails, a fishing pier and floating dock, playground and volleyball courts. We understand that Phase 1 has been split into 2 sub-phases 1A and Bb. Phase 1A is currently bid and construction will begin shortly. Phase 1B will include development on the Lake Minneola shore. At a minimum the Phase 1B development will include a restroom facility, picnic pavilion, floating dock, fishing pier, three (3) sand volleyball courts, nature trails, walkways and associated parking. Tasks to be completed for this project are further described herein and will be performed in accordance with the City/Tetra Tech Continuing Contract and Agreement for Professional Engineering Services for Public Works Projects dated October 13, 2009.

1) Preliminary Planning
2) Limited Surveying
3) Geotechnical Investigation
4) Ecological Investigation,
5) ~~Cultural Survey~~ TD
6) Design
7) Permitting
8) Bidding and Award
9) Construction Administration

B. SCOPE OF SERVICES

Upon award of the project, Tetra Tech will assist the City with design, permitting and construction administration.

1) Preliminary Planning
   Tetra Tech will coordinate with the City for gathering information regarding the project site from and coordination with the regulatory agencies to determine the permitting requirements for the proposed improvements. Detailed descriptions of the tasks associated with the various aspects of this task are summarized below:

- Attend a project kick-off meeting with City Staff to establish lines of communication, contract requirements, and schedule.

- Collect and review available information on existing utilities maps, easements, aerials, soils publications, environmental, threatened and endangered species that affect the implementation of the proposed improvements Phase 1A plans and specifications.

- Prepare preliminary site plan. We have estimated that no more than two (2) layouts or revisions will be required for development of the preliminary planning including the parking, picnic pavilion, fishing pier, floating dock, restrooms canoe/kayak launch and natural trails.

2) Limited Survey:
Additional survey information will need to be collected during the design process to complete the required tasks and to coordinate with reviewing agencies. Tetra Tech will coordinate for the limited additional surveying as described below:

   - Wetland flags will be surveyed and inserted into the base drawings for review and coordination with the SJRWMD.

   - Geotechnical boring locations will be established by the Geotechnical Engineer based on preliminary design concepts and locations of the boring will be inserted into the base drawing.

3) Geotechnical Investigation
Tetra Tech will conduct a review of the existing subsurface conditions anticipated for the construction of the project. Information provided in the investigation will be provided to the contractor to support the construction and design of the project. Information will be gathered based on the following information:

   - Tetra Tech will provide a geotechnical evaluation as required for the preparation of the construction drawings within the limits of the project. Ardaman & Associates, Inc. is anticipated to be utilized as the geotechnical services provider.

   - The geotechnical services are anticipated to include a total of six (6) standard penetration tests (SPT), six (6) auger borings, and one (1) percolation tests. Accessibility of the boring location by the geotechnical equipment has assumed to be cleared and that equipment will be able to access the sites without cutting vegetation and/or stabilizing roads. Road SPTs will be to a depth of ten (10) feet and structural borings to 15 feet. All auger borings will be a maximum of 20 feet deep.

- o The geotechnical engineer will analyze all data obtained to evaluate general subsurface conditions and to develop recommendations to guide site preparation and design of building foundations and site improvements.

- o Additionally, an estimate of the normal seasonal high groundwater table at boring locations within the area of the proposed stormwater pond will be evaluated.

4) Ecological Investigation
Tetra Tech will be reviewed and coordinated with the appropriate agencies to provide permitting and design of the park. Below are the biological and ecological investigations and design considerations that will be evaluated:

- o Jurisdictional Wetland Determination: Tetra Tech will field-delineate the jurisdictional wetlands limits of the Phase 1B limit pursuant to the current methodologies of the U.S. Army Corps of Engineers (USACE) [Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region, November, 2010], and St. Johns River Water Management District (SJRWMD) [Florida Unified Wetland Delineation Methodology, Chapter 62-340, F.A.C.].

- o Ecological Assessment: Tetra Tech will prepare an Ecological Assessment (EA) report to include an assessment of the property to determine the presence of state and/or federally protected (listed) species and/or their associated habitats. Prepare a written EA report of findings which will also include discussion of development implications of any wetlands and listed species on-site, and any potential environmental permitting obligations. If state or federally listed species are identified on the property, additional species-specific surveys may be required. This can only be determined after the habitat has been assessed and/or listed species or evidence thereof is observed in the field during the assessment. If additional assessment work is required, a separate cost proposal will be provided for approval prior to commencement of any additional work.

- o Statewide Environmental Resource Permit (SWERP) Application Assistance: Tetra Tech will assist in the preparation and submittal of an Environmental Resource Permit (ERP) application for submittal to the SJRWMD. Prepare responses to the applicable ecological and environmental portions of application (specifically sections 'A', 'C' and 'E' of the ERP application). This task includes response to Requests for Additional Information (RAI) relating to the original permit application.

- o Wetland Review: Upon submittal of the ERP application, Tetra Tech will coordinate with SJRWMD and USACE staff to field-verify the limits of the jurisdictional wetland boundary as established. This wetland review includes two (2) separate site visits with these specified agencies. This task includes response to Requests for Additional Information (RAI) relating to the original permit application.

- U.S. Army Corps of Engineers Environmental Permitting: Tetra Tech will prepare a pre-construction notification package in accordance with USACE Nationwide Permit requirements, including site plans, a Nationwide Permit Checklist, and supporting documentation. If required, Tetra Tech will meet USACE staff onsite to review the property conditions and to conduct field-verification of the jurisdictional wetland boundary as established.

5) Design:
Upon acceptance of the preliminary planning by the City, Tetra Tech will initiate the final design of the project. The final design will result in preparation of drawings, which will be submitted to the City for review at 60- and 90-percent completion level. A review meeting will be held following each submission with comments to incorporate into a final 100-percent submission or bid set of documents. Site furnishings and facilities will be designed based on the Phase 1a selections.

Architectural design will be completed by GatorSktch Corp and follow the design provided for Phase 1a of the project.

Site furnishing will be consistent with the equipment provided in phase 1a, information will be provided from City during Construction Administration of the first phase submittals and purchases.

A preliminary set of drawings will include the following sheets:

<u>General</u>
Cover Sheet
Index of Drawings, General Notes
<u>Civil</u>
Site Plan and Details (6 Sheets)
Water & Sewer Plans (connection to existing) (2 sheets)
<u>Architectural</u>
Picnic Pavilion – (8 Sheets)
Restroom Set (21 Sheets)
Floating Dock (8 Sheets)
Fishing Pier (8 Sheets)
Canoe/Kayak Launch – (2 sheets)
<u>Landscape/Irrigation</u>
Landscape Plan and details (2 sheets)
Irrigation Plan and details (2 sheets)
Site Lighting Plan and details (2 sheets)

The following items will be included in each the design:

1. Preliminary Site Plan (limit 2 designs)

2. Final Site Plan
3. Construction Documents (60%)
   a. Locations of site improvements
   b. Preliminary site grading
   c. Estimated Stormwater Locations and Sizing
   d. Water and Sewer service locations
   e. Preliminary Landscape Plan
4. Construction and Permitting Document (90%)
   a. Locations of site improvements
   b. Site grading and Specifications
   c. Stormwater Locations and Sizing and Calculations
   d. SJRWMD Permitting Documents for review and signature
   e. Water and Sewer service locations and Calculations
   f. FDEP Permitting Documents for review and signature.
   g. Final landscape and irrigation plans

6) Permitting:

Tetra Tech will prepare and submit the following permit applications and supporting documentation to the Florida Department of Environmental Protection (FDEP) and the St Johns River Water Management District (SJRWMD) as required to obtain permits for construction and operation the proposed facilities. Tetra Tech will also respond to requests for additional information (RAIs) from permitting agencies to clarify the original applications. All permit application fees will be paid by the City.

- Prepare and submit an SWERP application, stormwater calculations and permit drawings for submittal to SJRWMD.
- Prepare and submit application for authorization to use state-owned submerged lands. To be submitted with the SWERP application.
- City of Clermont Architectural and Structural review will require permitting by the City's building department. The site improvements are anticipated to be reviewed by the City's plans review process.
- Prepare and submit FDEP Notice of Intent to Use the General Permit for Construction of Water Main Extensions for PWSs, Form 62-555.900(7) and FDEP Notification/application for Constructing a Domestic Wastewater Collection/Transmission System, Form 62-604.300(8)(a).

7) Bidding and Award:

Upon advertisement of the project by the City, Tetra Tech will assist the City with bidding of the project and will complete the following tasks

- o Provide one (1) copy of the Contract Documents (engineering drawings and specifications) in PDF format for distribution to potential bidders by the City's Purchasing Department.

- o Respond to questions and prepare and issue addenda as required to interpret, clarify or expand the bidding documents. The City Purchasing Department will distribute all addenda.

- o Attend and conduct one (1) pre-bid meeting with representatives of the City and potential bidders.

- o Review and evaluate the apparent low bidder's qualifications for undertaking the work and make recommendation of the award of the contract.

- o Prepare two (2) copies of a conformed set of Contract Documents for the City and one (1) reproducible set for the recommended Contractor.

8) Construction Administration

Upon award of the project, Tetra Tech will assist the City with construction administration and shall complete the following tasks based on estimated construction duration of 150 days.

1. Attend and conduct a preconstruction conference with the selected Contractor, subcontractors, regulatory agencies and City. Tetra Tech will prepare an agenda and record and distribute meeting minutes.

2. Attend periodic progress and specially scheduled meetings throughout progress of work. Progress meetings will be held monthly and additional meetings as needed to coordinate work in progress. It is anticipated that 6 meetings will be needed at an average duration of two (2) hours each, based on an anticipated construction duration of 150 calendar days. The Contractor will be responsible for recording and distributing meeting minutes.

3. Make visits to the site at intervals appropriate to the various stages of construction in order to observe the progress and quality of the Work. It is anticipated that thirteen (13) site visits with an average visit duration of approximately two (2) hour will be required, based on an anticipated construction duration of 6 months and the various schedules of the participating disciplines. Representatives from the civil, architectural, structural, and electrical disciplines will visit the project site as outlined below:

    - Civil – Site Work and Landscaping: 8 Site Visits
    - Architectural/Structural/Electrical/MEP (Buildings): 3 Site Visits
    - Electrical – Site: 2 Site Visits
    - Structural – Site: 3 Site Visits

5. Review shop drawings up to two (2) times per submittal and required testing results to determine compliance with the requirements provided in the contract documents.

6. Review requests for information (RFIs), provide interpretation of the construction documents, and issue written clarifications or interpretations.

7. Review the Contractor's application for payment and the accompanying data and schedules, determine the amounts owed to the Contractor, and advise City of the recommended payments to the Contractor.

8. Upon written request by the Contractor, conduct a substantial completion inspection of the Project with the City and distribute a punch list of observed deficiencies to be completed by the Contractor prior to the final completion date. The project will be certified substantially complete only if the work is sufficiently complete in accordance with the contract documents, so that the work can be utilized for the purposes for which it is intended. Upon written request by Contractor, conduct a re-inspection to confirm that substantial completion punch list items have been addressed and subsequently provide a substantial completion certification to the City.

9. Review the Contractor's as-built submittals monthly for adequacy and review listing of deviations from the construction permit and approved construction documents as prepared by the City's onsite inspection staff. Prepare record drawings for the City's use from information provided by the City inspection staff and the Contractor delineating the dimensions, location, and elevation of all facilities constructed (i.e. red lined drawings and as-built survey). Provide the City with one (1) CD-ROM electronic file of record drawings in AutoCAD current release, one (1) set of reproducible and two (2) sets of prints of the record drawings.

10. Prepare and submit certifications and required supporting documentation to regulatory agencies having jurisdiction (SJRWMD – Environmental Resource Permit; FDEP – Water & Wastewater Ext. Permits; Verify NOT submitted to FDEP for NPDES Permit.

ASSUMPTIONS

1) City to provide site survey in electronic format (AutoCAD). Additionally, Tetra Tech shall be able to rely on the accuracy of the existing survey for design purposes.
2) City will provide grand documents for review and coordination
3) Other Permits - This proposal does not include permitting services for any permits that are normally obtained by the Contractor and permits not described above.

4) Any application for variances or special exceptions, zoning changes or comprehensive planning
5) Playground and park amenities will be pre-packaged facilities or City Standards and will be coordination for these facilities will be by the Cities Recreation Department.
6) Cost for permit application fees will be provided by the City.
7) Contractor will submit and update NPDES permitting for the development.
8) City will provide front end documents for project manual (Specifications)
9) The proposal has been based on the assumption that the site will be mowed and that excessive vegetation will be removed by the City prior to any surveying, Geotechnical and Ecological site visits.
10) Tetra Tech will be able to rely on existing survey prepared by BESH as provided in the Phase 1A design documents for the Phase 1B site.

SERVICES NOT INCLUDED

- Other Permits - This proposal does not include permitting services for any permits that are normally obtained by the Contractor and permits not described above.

- Any application for variances or special exceptions, zoning changes or comprehensive planning

- Playground and park amenities will be pre-packaged facilities or City Standards and will be coordination for these facilities will be by the Cities Recreation Department.

- Cost for permit application fees.

C. COMPENSATION SUMMARY

The total lump sum compensation for the Scope of Services is ~~$166,300~~. 160,000

Task #	Description	Compensation
Task 1	Preliminary Planning	$ 5,500
Task 2	Limited Survey	$ 3,600
Tack 3	Geotechnical Investigation	$ 5,600
Task 4	Ecological Investigation	$ 11,500
Task 5	Design	$ 48,300
Task 6	Permitting	$ 14,700
Task 7	Bidding and Award	$ 19,600
Task 8	Construction Administration	$ 48,800
	Reimbursable (Travel, Copies, Plans and Mailing)	$ 2,400
	Total (Lump Sum)	**$ 160,000**

D. SCHEDULE

The anticipated delivery schedule in weeks for the project is presented below:

		Time from NTP	DATE
Task 1	Preliminary Planning	2 Weeks	Feb 11
Task 2	Limited Survey	2 Days	Jan 30
Tack 3	Geotechnical Investigation	4 Weeks	Feb 25
Task 4	Ecological Investigation	4 Weeks	Feb 25
Task 5	Design	8 Weeks	March 25
Task 6	Permitting	26 Weeks	July 29
Task 7	Bidding and Award	28 Weeks	Aug 12 - award
Task 8	Construction Administration	49 Weeks	Jan 6 - CO-built certific.
Time estimates assume NTP no later than January 28, 2014			

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Lease Termination Agreement and General Release	
Requested Action	
Motion to approve the Lease Termination Agreement and General Release with Nextel South Corp., a Georgia corporation located at 1102 Bloxam Ave..	
Staff Report	
Nextel South Corp., a Georgia corporation, has initiated termination of their lease agreement for Nextel Site ID: FL2084, located at 1102 Bloxam Ave, effective June 30, 2014. Staff has reviewed the termination clause of this agreement and confirmed the proper application and notification required by the clause. Staff has negotiated to obtain ownership of the existing infrastructure including shelter, control panels, raceways, mounting brackets, etc to aid in the relocation and/or pursuit of carriers to this location.	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
Revenue loss to the General Fund for FY 2014 is projected at $8,400.	

Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)	
1. Lease Termination Agreement	Lease Termination Agreement.pdf

LEASE TERMINATION AGREEMENT AND GENERAL RELEASE

This LEASE TERMINATION AGREEMENT AND GENERAL RELEASE (the "Agreement") is made as of _______________, ______, by and between Nextel South Corp., a Georgia corporation ("Nextel") and City of Clermont, a Florida municipal corporation ("Owner") with reference to the following facts, understandings and intentions:

RECITALS

A. Owner owns certain property located at 1102 Bloxam Ave., Clermont, Florida ("Owner's Property"). Nextel, as lessee or tenant (or successor in interest to the lessee or tenant), and Owner, as lessor or landlord (or successor in interest to the lessor or landlord), are parties to that Communications Site Lease Agreement dated July 26, 2005 (the "Lease") whereby Owner leases to Nextel a portion of Owner's Property, as further described in the Lease (the "Site").

B. Nextel uses the Site for a communications facility that, pursuant to the Lease, may include among other things, an antenna tower or pole and foundation, utility lines, transmission lines, an air conditioned equipment room or shelter and pad, cable wiring, conduit runs, radios and other electronic equipment, transmitting and receiving antennas and microwave dishes, batteries and other power sources (possibly including a generator and pad), related fixtures and supporting equipment, and structures therefor (collectively, the "Communications Facility").

C. By mutual agreement, Nextel and Owner desire to terminate the Lease, effective as of the Termination Date (as defined below).

D. Nextel and Owner are willing to so terminate the Lease, pursuant to the provisions of this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

1. Date of Termination; Final Payment.

a. The Lease is hereby canceled and terminated effective at 11:59 p.m. on June 30, 2014, or the date Nextel vacates and surrenders the Site pursuant to Section 2a below, whichever first occurs ("Termination Date"). From and after the Termination Date, neither Owner nor Nextel will have any further rights or obligations under the Lease, and Nextel will have no further right or interest with respect to the Site.

b. In full and final payment of any and all sums due or owing by Nextel to Owner under the Lease or otherwise in connection with Owner's Property or the Site, Nextel will make a final payment of Four Thousand Two Hundred Twenty One and 30/100 Dollars ($4,221.33) in the same time and manner as rent is currently paid by Nextel, constituting Rent and other charges (if applicable) for the final month of the Lease (the "Final Payment").

2. Vacation and Surrender of the Site; Site Acceptance.

a. Owner and Nextel have expressly agreed that, on or before the Termination Date, Nextel will vacate and surrender the Site to Owner in its current "AS-IS" condition, except that Nextel will:

i. Perform the following restoration work (the "Restoration Work"):

(a) Nextel shall patch and close all open holes and penetrations as a result of the removal of Nextel's equipment.
(b) **Cleaning Restoration** - Cleaning Restoration is limited to the Site as defined in the Lease where Nextel Equipment was installed and in contact with the Site prior to the Nextel Removed Equipment. Nextel will have no obligation for Cleaning Restoration to the entire Site or portions of the Site where Nextel Equipment was not installed or in contact with the Site.

ii. Remove from the Site the following (the "Removed Equipment"):

(a) **Antenna** - Remove Antenna and mounting hardware.
(b) **Cable/Hardware** - Remove Coax lines and related hardware.
(c) **Radio/Hardware** - Remove all iDEN radio equipment (base radios, ISC's rectifiers, AC-DC Power plants batteries, racks, controller, DC power, and related support hardware).
(d) **Generator and Fuel Storage Tank Removal** - Remove generator and fuel storage tanks, including draining and disposal of fluids (oil, fuel, anti-freeze), and disconnection of electrical and Telco conduits.
(e) **Hazardous Material Handling Requirements** - Remove and dispose of all materials that may be considered hazardous.

Nextel will have no further obligation (notwithstanding anything to the contrary contained in the Lease or otherwise) to remove the Communications Facility (all of which will be deemed abandoned by Nextel and accepted by Owner) or otherwise repair or restore the Site or any other portion of Owner's Property.

b. Upon Nextel's vacation of the Site, Owner and Nextel will each execute duplicate originals of the "Site Acceptance and Release" in the form attached hereto as Exhibit A ("Site Acceptance"). Owner's execution of the Site Acceptance will constitute conclusive evidence and proof that Nextel has vacated and surrendered the Site to Owner in the condition required by the Lease and this Agreement, and that any portion of the Communications Facility (and any other equipment or property) remaining on Owner's Property will be deemed abandoned by Nextel and accepted by Owner, on the terms set forth therein.

3. Release of Obligations. Except for Owner's and Nextel's respective rights to enforce the provisions of this Agreement and the Site Acceptance, effective as of the Termination Date, Owner and Nextel, for themselves and their respective parent, subsidiary and related corporations, partners, affiliates, heirs, successors and assigns, do each hereby release and forever discharge each other and their present and former directors, officers, shareholders, managers, agents, trustees, beneficiaries, attorneys and employees (the "Released Parties") from all obligations, damages, losses, costs, expenses and liabilities whether known or unknown, contingent or direct, liquidated or unliquidated, and from any claims, demands, judgments, actions or suits of any kind (collectively, "Claims") which they may have against one another arising out of or relating to the Lease, and the use and occupancy of Site, the Communications Facility and/or Owner's Property, including without limitation, any attorneys' fees incurred in connection therewith. Each party acknowledges the possibility that the other party may have unknown Claims against the other arising out of or related to the Lease, and the use and occupancy of Site, the Communications Facility and/or Owner's Property, and that by signing this Agreement, each party expressly waives such Claims. The parties further acknowledge that the consideration for this mutual release takes into account the possibility of such further Claims.

4. Voluntary Agreement. The parties have read this Agreement and the releases contained herein and, on advice of counsel, have freely and voluntarily entered into this Agreement with full understanding of its terms.

5. Recitals. The above recitals are an integral and substantive part of this Agreement and are incorporated herein.

6. Attorneys' Fees. If either party commences an action against the other party arising out of or in connection with this Agreement, the prevailing party will be entitled to recover attorneys' fees and expenses from the other.

7. Successors. This Agreement will be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors and assigns.

8. Counterparts. This Agreement may be executed in any number of duplicate originals or counterparts, each of which will be deemed to be an original, and all of which taken together will constitute one and the same agreement. The parties agree that their signatures may be delivered by fax or email.

9. Governing Law. The validity, interpretation, construction and performance of this Agreement will be controlled by and construed under the laws of the state in which the Site is located.

*****SIGNATURES ON FOLLOWING PAGE*****

IN WITNESS WHEREOF, the parties have executed this Lease Termination Agreement and General Release as of the date and year first above written.

"NEXTEL"

Signed, sealed and delivered in the presence of:

Nextel South Corp.,
a Georgia corporation

____

Printed Name: ____________________

____

Printed Name: ____________________

By: ____________________________

Printed Name: ___________________

Title: __________________________

Date: __________________________

"OWNER"

Signed, sealed and delivered in the presence of:

City of Clermont,
a Florida municipal corporation

____

Printed Name: ____________________

____

Printed Name: ____________________

By: ____________________________

Printed Name: ___________________

Title: __________________________

Date: __________________________

Exhibit A

SITE ACCEPTANCE and RELEASE

This SITE ACCEPTANCE and RELEASE is made as of ____________________, _______ ("Effective Date"), by and between Nextel South Corp., a Georgia corporation ("Nextel") and City of Clermont, a Florida municipal corporation ("Owner") with reference to the following facts, understandings and intentions:

A. Owner and Nextel are parties to that LEASE TERMINATION AGREEMENT and GENERAL RELEASE dated ____________________, ________ (the "Agreement"), that terminated a Lease for a Site on Owner's Property located at 1102 Bloxam Ave., Clermont, Florida (Nextel Site # FL2084), all terms of which are incorporated herein. Capitalized terms used but not defined herein have the meanings set forth in the Agreement.

B. Nextel used the Site for a communications facility that may have included, among other things, an antenna tower or pole and foundation, utility lines, transmission lines, an air conditioned equipment room or shelter and pad, cable wiring, conduit runs, radios and other electronic equipment, transmitting and receiving antennas and microwave dishes, batteries and other power sources (possibly including a generator and pad), related fixtures and supporting equipment, and structures therefor (collectively, the "Communications Facility").

C. Nextel removed some or all of the Communications Facility and restored the Site and Owner's Property to the condition required by the Lease and the Agreement, and Nextel vacated and surrendered the Site to Owner as of the Effective Date. The parties now desire to execute this Site Acceptance and Release, pursuant to the Agreement.

NOW, THEREFORE, in consideration of the foregoing, the provisions set forth below, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, Owner hereby acknowledges that, as of the Effective Date, Nextel has vacated, surrendered and restored the Site and Owner's Property to the condition required by the Lease and the Agreement and that any portion of the Communications Facility (and any other equipment or property) remaining on Owner's Property shall be deemed abandoned by Nextel (collectively, the "Abandoned Property"); Owner accepts any such Abandoned Property in its present condition "AS-IS", "WHERE-IS" and "WITH ALL FAULTS", and without any representations, warranties, promises, covenants or guaranties whatsoever, express, implied, oral, written, statutory or otherwise (including, without limitation, no warranties of merchantability, marketability, profitability, fitness for a particular purpose or conformity to models or materials); and Owner fully and forever releases Nextel and the Released Parties from all Claims and any and all liability whatsoever in connection with the foregoing and the Lease, and agrees to indemnify, defend and hold Nextel and the Released Parties harmless from and against all Claims and any and all losses, costs, liabilities, damages, claims, actions and causes of action (including attorneys' fees and court costs) arising out of or relating in any way to any such Abandoned Property (including without limitation any Claims that permits or local zoning or other regulations require telecommunications equipment to be removed).

*****SIGNATURES ON FOLLOWING PAGE*****

Executed on _______________, _________

"NEXTEL"

Nextel South Corp.,
a Georgia corporation

Signed, sealed and delivered in the presence of :

____

Printed Name: ____________________

____

Printed Name: ____________________

By: ______________________________

Printed Name: ____________________

Title: ____________________________

Date: ____________________________

"OWNER"

City of Clermont,
a Florida municipal corporation

Signed, sealed and delivered in the presence of :

____

Printed Name: ____________________

____

Printed Name: ____________________

By: ______________________________

Printed Name: ____________________

Title: ____________________________

Date: ____________________________

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Pig on the Pond Sponsorship and Budget Amendment	
Requested Action	
Move to approve Sonsporship Package for $30,000	
Staff Report	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
Budget amendment request is to transfer $30,000 from the Police Department overtime line item to the Recreation and Events Department special events line item.	

Fiscal Impact	Fund Number and Description	Available Budget Amount
$0.00		$30,000.00

Exhibits Attached (copies of original agreements)	
1. Pig on the Pond 2014 Information	Pig on the Pond Council Packet Information 2014.pdf

PIG ON THE POND
FOR THE KIDS

PIG ON THE POND EDUCATION FUND
Proudly Provides Educational Scholarships through the
COMMUNITY FOUNDATION
of South Lake

Pig on the Pond, Inc.
PO Box 121543 Clermont, FL 34712
Phone: 352-516-5897 Fax: 407-982-7218
Email: info@pigonthepond.org
www.pigonthepond.org

December 17, 2013

Mr. Darren Gray
Clermont City Manager
P.O. Box 120219
Clermont, FL 34712

Dear Darren;

We greatly appreciate the generous cooperation of the City of Clermont in making Pig on the Pond "For the Kids" a success. **Without your support, our event would not be possible.**

Pig on the Pond, Inc. would like to request to be put on the City Council agenda to gain permission for the use of the Waterfront Park, along with the highlander hut and pavilion. We are also requesting permission to use the parking area formerly owned by Bell Ceramics for the 16th Annual Event scheduled for March 7th, 8th & 9th, 2014.

We would like the City to again provide us with Police Officers for the event and a Paramedic from the Clermont Fire Department to be on-site. In the past, the City has provided barricades for city streets, and to assist with set up and clean up along with garbage collection. Pig on the Pond would like to offer the City of Clermont a Presenting sponsorship packet for $30,000. Please see the attached benefits packet.

Pig on the Pond is excited to announce we are adding Sunday March 9th to the event to help raise additional funds "For the Kids", which will include a stage with entertainment throughout the day. The

All proceeds from this event go to scholarships and educational programs benefiting residents in the south Lake County community.

Thank you for your assistance in this matter. If you have questions, please feel free to contact me 407-5625-3818. Representatives of Pig on the Pond, Inc. will be in attendance at the council meeting to answer any questions.

Sincerely,

Cheryl

Cheryl Fishel
Event Manager

Mission Statement
Provide scholarships and educational support to our local students positioning them to lead successful and impactful lives in their chosen communities.

PIG ON THE POND FOR THE KIDS

PIG ON THE POND EDUCATION FUND
Proudly Provides Educational Scholarships through the
COMMUNITY FOUNDATION
of South Lake

16th Annual Pig on the Pond

Partnership Package

Presenting Partner

As a Presenting Partner of Pig on the Pond "For the Kids" the City of Clermont, along with News 13 will be provided with an extensive list of benefits designed to serve as a platform to achieve your marketing and communications objectives. An overview of the rights you can receive is outlined below and other promotional ideas can be developed for this list.

Extensive On-site Presence

Prime Booth Space for Exhibits or Sales - 30'x30' includes Tent Tables and Chairs

Advertising - ALL ADVERTISING WILL LIST YOU AS PRESENTING PARTNER. YOUR LOGO WILL BE ON THE TOP AND LARGER THEN OTHER PARTNERS OF THE EVENT.

Logo on front cover of the event program – distribution 40,000

Logo on event commercial

½ ad in the event program

Logo on all event ads

Logo on home page - www.pigonthepond.org. Link to your website

Signage

Logo on all event signs and banners

Primary Signage on the event pavilion and event sitting tents (Sponsor to supply a maximum 8' Banners)

Banner presence on event barricades

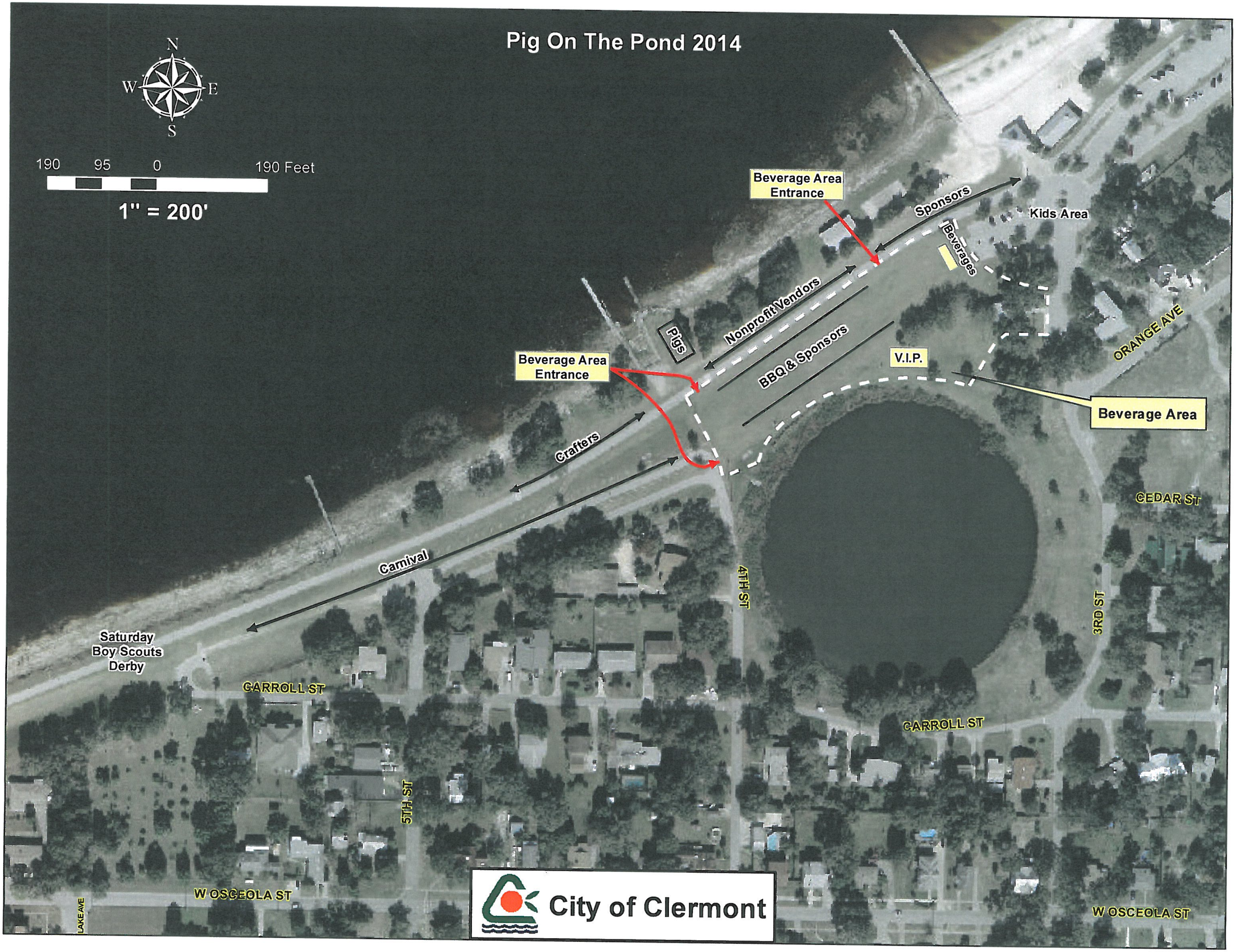
Event Tickets

55 Entries for the 5K Rib Run for Education

80 Entry Tickets

20 Meal Tickets

20 Carnival Passes



Pig On The Pond 2014
N
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95
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190 Feet
1" = 200'
Beverage Area Entrance
Sponsors
Kids Area
Beverages
Nonprofit Vendors
Pigs
BBQ & Sponsors
V.I.P.
ORANGE AVE
Beverage Area Entrance
Beverage Area
Crafters
CEDAR ST
Carnival
4TH ST
3RD ST
Saturday Boy Scouts Derby
CARROLL ST
CARROLL ST
5TH ST
W OSCEOLA ST
LAKE AVE
City of Clermont
W OSCEOLA ST

CITY OF CLERMONT
EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12/17/13 Name of Event: Pig on the Pond "For the Kids"

Park 3/3/14 - 3/10/14 Fri 3/7 5pm - 10pm Sat 3/8 10Am - 10pm

Date(s) of Request: Event 3/7 - 3/9, 2014 Actual Event Hours Start: 3/9 11 Am End: 6pm

3/3 - 3/7 3/10

(All events must end no later than 10pm)

Set Up Hours Start: 6 Am End: 10 pm Breakdown Hours Start: 7 Am End: 7 pm

Please list all City of Clermont facilities and/or streets being requested: Waterfront pavilion, Highlander Building, Waterfront Beach Pavilion & Picnic Pavilion, Grass field parking lots 5th, 4th 3rd, 2nd

Name of Organization/Renter: Pig on the Pond, Inc.

Check Type of Organization: ☐ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

☒ Nonprofit

~~Tax Exempt:~~ ☒ Yes ☐ No If Yes, you must provide your Tax Exempt # 54-2079731

Federal ID #/Drivers License #: 54-2079731 Website: www.pigonthepond.org

Event Contact: Cheryl Fishel Email: pigonthepond@earthlink.net

Day Phone: 407-625-3818 Cell Phone: 407-625-3818 Other Phone/Fax: 407-982-7218

Address: P.O. Box 121543 City: Clermont State: FL Zip: 34712

Secondary Contact: Tracy Leighton Phone#: 352-978-0455

Briefly Describe Event: BBQ & Community event raising funds "For the Kids"

(Please attached any additional information such as a flyer, brochure or anything else that is pertinent to your event)

Do you have any special requests? (i.e. road closures, electrical, extra trash needs, special cleaning or stocking of bathrooms, etc): See attached

Event Participants: 200 Expected Attendance: 27,000 # of Vehicles: 200+ onsite

Are you planning on having food? ☒ Yes ☐ No Type of food: All

Are you planning on selling food? ☒ Yes ☐ No Will you have an admission fee: ☒ Yes ☐ No If yes, how much: $3.00

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? See attached

(a special tent permit may be required)

**Please attach a proposed layout showing your event including parking, set up, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees and deposit is required at time of reservation.

Cheryl Fishel 12/17/13

Applicant Signature Date Rules received and read (initial): CF

City of Clermont Recreation Department, 685 W. Montrose Street, Clermont, FL 34711
(352) 241-7352 phone, (352) 394-3542 fax, www.cityofclermontfl.com

PIG ON THE POND
FOR THE KIDS

PIG ON THE POND EDUCATION FUND
Proudly Provides Educational Scholarships through the
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Pig on the Pond, Inc.
PO Box 121543 Clermont, FL 34712
Phone: 352-516-5897 Fax: 407-982-7218
Email: info@pigonthepond.org
www.pigonthepond.org

December 14, 2014

Mr. David VanDever
Public Works
City of Clermont

Dear David,

This letter is in preparation for the items needed from the City for the 16th annual "Pig on the Pond" held at the Waterfront Park on March 7th, 8th and 9th, 2014

- Garbage Cans with can liners (please let me know how many you have available)
- Barricades for city streets (locations to be provided by 3/1)
- Unload Pig on the Pond shed (located on City property) on 3/3 at 8:30 AM
- Pick up barricades from CFT Sommer Sports on 3/5
- Water lines need to be checked and repaired by 3/3
- Walkthrough on 2/24 at 11:00 AM
- Remove the cement poles at the end of 4th street
- Place no parking and tow away signs in the areas surrounding the park out to Osceola Street and East Ave.
- Provide a drum for the hot coals
- Unlock the power box for the carnival
- Unlock the cable wires to allow for driving on the grass
- Prune the trees on 2nd street in between Carroll St. and Orange Ave.
- Provide employees to collect the garbage on Friday, March 7th, 5 PM – 11 PM, Saturday, March 8th, from 8 AM – 11 PM and Sunday March 9th from 11 AM – 7 PM,
- Provide us with 10 orange cones
- Provide 2 bleachers for the pig racing event
- Provide a crew to assist with teardown and clean up of the event.

I believe I have covered everything we need. Thanks again for all your help.

Cheryl

Cheryl Fishel
Event Manager
cc: Darren Gray

PIG ON THE POND
PIG ON THE POND EDUCATION FUND
COMMUNITY FOUNDATION of South Lake

Pig on the Pond, Inc.
PO Box 121543 Clermont, FL 34712
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Email: info@pigonthepond.org
www.pigonthepond.org

December 17, 2013

Mr. Darren Gray
Clermont City Manager
PO Box 120219
Clermont, FL 34712

Re: Pig on the Pond Signage Permits

Dear Darren,

The following are the locations and the dates for the Pig on the Pond event signs for the City of Clermont Permits.

February 8, 2014

Event Signs 4'X 4' Verbiage – Pig on the Pond – March 8th & 9th – Waterfront Park, Clermont – www.pigonthepond.org with sponsor logos

1	NE Corner of Steve's Road and Citrus Tower
1	SE Corner of Steve's Road and Citrus Tower
1	Hwy 50 & Cut Road at Clermont Water Tower
2	Hwy 50 and 8th Street
1	Hwy 50 past 12th Street East – By Emerald Lakes
1	Hwy 50 past 12th Street West – By Emerald Lakes

March 7, 2014

Event Parking Signs	12th Street
4' x 8'	Corner of East and Pitt, Clermont Middle School
	2 - Hwy 27 north and south by the citrus tower

March 8 - 10, 2014

Event Signage	Starting from Hwy 50, Turnpike to Hwy 50 12th Street, every ½ mile
Directional	1 mile north and South on Hwy 27 from the intersection of Hwy 50 and
18" x 24"	Hwy 27 - Shuttle signs in Downtown Clermont

All signs will be taken down on Sunday, March 10, 2014 by 5:00 PM.

Thank you for your assistance in this matter. I look forward to working with you on this community event. If you have questions please feel free to contact me at (407) 625-3818.

Sincerely

Cheryl

Cheryl Fishel
Event Coordinator

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
CFT Sommer Sports Sponsorship and Budget Amendment	
Requested Action	
Move to approve budget amendment and sponsorship in the amount of $15,000	
Staff Report	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
Budget amendment request is to transfer $15,000 from the Police Department overtime line item to the Recreation and Events special events line item.	

Fiscal Impact	Fund Number and Description	Available Budget Amount
$0.00		$15,000.00

Exhibits Attached (copies of original agreements)	
1. CFT Sommer Sports Council Packet	CFT SOMMER SPORTS COUNCIL 2014.pdf

sommersports
PROFESSIONAL EVENT SERVICES & EVENT TIMING
1271 Commons Court, Clermont, FL 34711 - Mail: P.O. Box 121236, Clermont, FL 34712
Phone 352-394-1320 - Fax 352-394-1702 - SommerSports.com

January 3, 2014

City of Clermont
Darren Gray
City Manager
685 W. Montrose Street
Clermont, FL 34711

RE: Request to be placed on January 14, 2014 City Council Agenda

Dear Mr. Gray:

TriAmerica Foundation, Inc. and Sommer Sports, Inc. respectfully request to be placed on the agenda for the City Council Meeting scheduled for January 14, 2014. At that time we will seek approval for the following:

1) That the City Council approves the dates for the events listed in Appendix A. All events will take place at Clermont Waterfront Park.
2) That the facility and park rental fees be waived for the Sommer Sports managed events as outlined in Appendix A.
3) That fire/tent inspection fees will be waived for events listed in Appendix A
4) That the Clermont Police Department provides at no charge, a police liaison to work with Sommer Sports in scheduling officers to work at events as listed in Appendix A.
5) That the City of Clermont would provide sponsorship in the amount of $15,000 to help cover the costs incurred by Sommer Sports of paying police officers to work events listed in Appendix A.
6) The ability to serve beer in a controlled environment to participants 21 and over for any of the listed in Appendix A that may include alcohol.

In return for the assistance and support as outlined above, the City of Clermont will be designated an official sponsor of all events listed in Appendix A. As an official sponsor, the City of Clermont will receive the sponsorship benefits outlined in Appendix B.

As we kick off our 31st year of Clermont Triathlons, we look forward to working with the City of Clermont to produce outstanding community events that attract local, national and international participation.

Sincerely,

Fred Sommer

Fred Sommer
President

1271 Commons Court, Clermont, FL 34711 - Mail: P.O. Box 121236, Clermont, FL 34712
Phone 352-394-1320 - Fax 352-394-1702 - SommerSports.com

*** APPENDIX A ***

2014 CLERMONT EVENT SCHEDULE

March 22	**30th Annual Florida Challenge Triathlon** Long Course: 1.2 mile Swim – 56 mile Bike – 13.1 mile run Sprint Course: 440 yard Swim – 8 mile Bike – 3 mile Run Clermont Waterfront Park, Clermont, FL 7:15am Start
March 23	**31st Annual Great Clermont Triathlon Festival** Clermont Waterfront Park, Clermont, FL Intermediate Distance – 1.5K Swim - 40K Bike - 10K Run 7:30am Start
April 26	**Run Around the Lake Half Marathon, 12K & 5K** Clermont Waterfront Park, Clermont, FL 7:30am Start
April 26	**Clermont Festival of Sports & Fitness** Produced in partnership with the City of Clermont. Clermont Waterfront Park, Clermont, FL 8:00am – 4:00pm
May 10	**Women's Sports Festival 5K** Clermont Waterfront Park, Clermont, FL Two full days of activities related to women's health, sports and fitness.
May 11	**Women's Sports Festival Triathlon** Short Course: .5 mile Swim – 12.5 mile Bike – 3.1 mile run Sprint Course: 440 yard Swim – 8 mile Bike – 3.1 mile Run Clermont Waterfront Park, Clermont, FL Two full days of activities related to women's health, sports and fitness.

June 7	**28th Annual Central Florida Triathlon Series #1** **Cool Summer Mornings 5K** Clermont Waterfront Park, Clermont, FL Sprint Course: 440 yard Swim – 10 mile Bike – 3 mile Run Cool Summer Mornings 5K
July 12	**28th Annual Central Florida Triathlon Series #2** **Cool Summer Mornings 5K** Clermont Waterfront Park, Clermont, FL Sprint Course: 440 yard Swim – 10 mile Bike – 3 mile Run Cool Summer Mornings 5K
August 9	**28th Annual Central Florida Triathlon Series #3** **Cool Summer Mornings 5K** Clermont Waterfront Park, Clermont, FL Sprint Course: 440 yard Swim – 10 mile Bike – 3 mile Run Cool Summer Mornings 5K
September 13	**28th Annual Central Florida Triathlon Series #4** **Cool Summer Mornings 5K** Clermont Waterfront Park, Clermont, FL Sprint Course: 440 yard Swim – 10 mile Bike – 3 mile Run Cool Summer Mornings 5K
October 18	**Great Floridian Endurance Festival** Clermont Waterfront Park, Clermont, FL **Great Floridian Triathlon XXIV**: 2.4 mile Swim – 112 mile Bike – 26.2 mile Run **TriAmerica Triathlon**: 2K Swim – 62K Bike – 15K Run **Floridian Sprint (Clermont Sprint Tri Championship)**: .25 mile Swim – 8 mile Bike – 3 mile Run 2.4 Mile Open Water Swim 7:30am Start

* APPENDIX B *

As an **Official Sponsor of Sommer Sports 2014 Clermont Events**, the City of Clermont, Florida will be an integral part of each race including prominent inclusion in all marketing efforts and race promotion including, but not limited to;

- Recognized as Official Sponsor of all Sommer Sports Clermont events, including;

March 22 30th Annual Florida Challenge Triathlon, Clermont, FL
***March* 23** 31st Annual Great Clermont Triathlon, Clermont, FL
April 26 Clermont Run Around the Lake 5K, 12K, & Half Marathon, Clermont, FL
May 10-11 Clermont Women's Sports Festival & Triathlon, Clermont FL
June 7 29th Annual Central Florida Triathlon Series Race & Cool Summer Mornings 5K, Clermont, FL
July12 29th Annual Central Florida Triathlon Series Race & Cool Summer Mornings 5K, Clermont, FL
August 9 28th Annual Central Florida Triathlon Series Race & Cool Summer Mornings 5K, Clermont, FL
September 13 29th Annual Central Florida Triathlon Series Race & Cool Summer Mornings 5K, Clermont, FL
October 18 24th Annual Great Floridian Triathlon Festival, Clermont, FL

- City of Clermont's logo will appear on marketing materials and ad buys made by Sommer Sports for Clermont event advertising in 2014.
- Logo on selected official event banners and signage.
- Social media promotion via Facebook, Twitter, etc.
- Logo prominently displayed on the back of all participant and volunteer t-shirts.
- Complimentary 10X10 display space (booth or tent) within the Sponsor designated area for promotion at each event expo during each race.
- Logo on the Sommer Sports website along with a hot link to the City's website.
- Repeated P.A. announcements at each event recognizing the City of Clermont as an "Official Sponsor".
- Opportunity to place promotional materials in all athlete race packets.
- One page advertisement in SS Season Event guide.
- Logo on all Clermont event brochures produced in 2014.

As an **Official Sponsor of Sommer Sports Clermont Events**, the City of Clermont will receive;

- Five (5) complimentary entries into each of the events listed above
- City of Clermont Employees and Family Members will receive a 10% discount on all 2014 Sommer Sports Clermont Events.

In addition to the above offerings, Sommer Sports agrees to the following;

- Loan available Sommer Sports owned equipment (i.e. barricades, tents, coolers, etc.) for use at City of Clermont owned events at no charge to the city.
- Donate timing and finish line services for one 5K run/walk event in 2014 to benefit the Clermont Parks & Rec Department or similar cause.
- Assist the City of Clermont in creating/hosting a sports & fitness festival in 2014

CITY OF CLERMONT
WATERFRONT PARK
330 Third Street, Clermont, FL 34711

EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12-24-13 Name of Event: Florida Challenge Triathlon

Date(s) of Request: 3-22-2014 Actual Event Hours Start: 7:00 Am End: 5:30 Pm
(All events must end no later than 10pm)

Set Up Hours Start: 5 Am End: 4:30 Breakdown Hours Start: 4:30 p End: 7:30 p

Please check section/s of the park being requested:
☐ Waterfront Pavilion ☑ Highlander Building ☑ Waterfront Beach Picnic Pavilion ☑ Waterfront Picnic Pavilion
☑ Grass Field ☑ Parking Lot 5th Street ☑ Parking Lot 4th Street ☐ Parking Lot 3rd Street ☑ Parking Area 2nd Street
☐ If Other (Please Describe): ________

Name of Organization/Renter: Tri America Foundation

Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

Tax Exempt: ☐ Yes ☒ No If Yes, you must provide your Tax Exempt # ________

Federal ID #/Drivers License #: ________ Website: www.sommersports.com

Event Contact: Cindy Volkman Email: cindy@sommersports.com

Day Phone: 352.394.1320 Cell Phone: 407.509.5954 Other Phone/Fax: 352.394.1702

Address: 1271 Commons ct City: Clermont State: FL Zip: 34711

Secondary Contact: Fred Sommer Phone#: 352.394.1320 / 352.636.2942

Briefly Describe Event (including fees to be charged if any): Athletic event - Half iron-distance triathlon beginning + ending at Clermont Waterfront Park

Event Participants: 800 Expected Attendance: 800 # of Vehicles: 350

Are you planning on having food? ☒ Yes ☐ No Type of food: Snaks/fruit

Are you planning on selling food? ☐ Yes ☒ No Will you have an admission fee: ☐ Yes ☒ No If yes, how much: ________

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? 10x10 popups in field
A special tent permit may be required

Please attach a proposed layout showing your event including parking, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees and deposit is required at time of reservation.

Applicant Signature   12-24-13 Date   Rules received and read (initial):

City of Clermont Recreation Department, 685 W. Montrose Street, Clermont, FL 34711
(352) 241-7352 phone, (352) 394-3542 fax, www.cityofclermontfl.com

CITY OF CLERMONT
WATERFRONT PARK

330 Third Street, Clermont, FL 34711

EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12-24-13 Name of Event: 31st Annual Great Clermont Triathlon

Date(s) of Request: 3-23-2014 Actual Event Hours Start: 7:30 A End: 12:30 P

(All events must end no later than 10pm)

Set Up Hours Start: 5:00 A End: 12:30 P Breakdown Hours Start: 12:30 P End: 3:30 PM

Please check section/s of the park being requested:

☑ Waterfront Pavilion ☑ Highlander Building ☑ Waterfront Beach Picnic Pavilion ☑ Waterfront Picnic Pavilion

☑ Grass Field ☑ Parking Lot 5th Street ☑ Parking Lot 4th Street ☐ Parking Lot 3rd Street ☑ Parking Area 2nd Street

☐ If Other (Please Describe):

Name of Organization/Renter: Tri America Foundation

Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

Tax Exempt: ☐ Yes ☒ No If Yes, you must provide your Tax Exempt #

Federal ID #/Drivers License #: Website: www.sommersports.com

Event Contact: Cindy Volkman Email: cindy@sommersports.com

Day Phone: 352.394.1320 Cell Phone: 407.509.5954 Other Phone/Fax: 352.394.1702

Address: 1271 Commons Ct City: Clermont State: FL Zip: 34711

Secondary Contact: Fred Sommer Phone#: 352.394.1320 / 352.636.2942

Briefly Describe Event (including fees to be charged if any): Athletic event - multi-distance triathlons beginning + ending at Clermont Waterfront Park

Event Participants: 800 Expected Attendance: 800 # of Vehicles: 350

Are you planning on having food? ☒ Yes ☐ No Type of food: Snacks/fruit

Are you planning on selling food? ☐ Yes ☒ No Will you have an admission fee: ☐ Yes ☒ No If yes, how much:

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? 10x10 popups in field

A special tent permit may be required

Please attach a proposed layout showing your event including parking, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees and deposit is required at time of reservation.

Applicant Signature Date: 12-24-13 Rules received and read (initial):

City of Clermont Recreation Department, 685 W. Montrose Street, Clermont, FL 34711
(352) 241-7352 phone, (352) 394-3542 fax, www.cityofclermontfl.com

CITY OF CLERMONT
WATERFRONT PARK

330 Third Street, Clermont, FL 34711

EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12-24-13 Name of Event: Lake Minneola Half marathon

Date(s) of Request: 4-26-2014 Actual Event Hours Start: 7:30 A End: 11:30 A

(All events must end no later than 10pm)

Set Up Hours Start: 5 Am End: 11:30 A Breakdown Hours Start: 11:30 A End: 2:30 P

Please check section/s of the park being requested:

☑ Waterfront Pavilion ☑ Highlander Building ☑ Waterfront Beach Picnic Pavilion ☑ Waterfront Picnic Pavilion
☑ Grass Field ☑ Parking Lot 5th Street ☑ Parking Lot 4th Street ☐ Parking Lot 3rd Street ☑ Parking Area 2nd Street
☐ If Other (Please Describe):

Name of Organization/Renter: Tri America Foundation

Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

Tax Exempt: ☐ Yes ☒ No If Yes, you must provide your Tax Exempt #

Federal ID #/Drivers License #: Website: www.sommersports.com

Event Contact: Cindy Volkman Email: Cindy@sommersports.com

Day Phone: 352.394.1320 Cell Phone: 407.509.5954 Other Phone/Fax: 352.394.1702

Address: 1271 Commons Ct City: Clermont State: FL Zip: 34711

Secondary Contact: Fred Sommer Phone#: 352.394.1320 / 352.636.2942

Briefly Describe Event (including fees to be charged if any): Athletic event - Half marathon and 5K runs beginning and ending at Waterfront Park

Event Participants: 800 Expected Attendance: 800 # of Vehicles: 350

Are you planning on having food? ☒ Yes ☐ No Type of food: Snacks/fruit

Are you planning on selling food? ☐ Yes ☒ No Will you have an admission fee: ☐ Yes ☒ No If yes, how much:

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? 10x10 popups in field

A special tent permit may be required

Please attach a proposed layout showing your event including parking, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional clean up is not necessary. I understand all rental fees and deposit is required at time of reservation.

[signature] 12-24-13 Rules received and read (initial): [initials]

Applicant Signature Date

City of Clermont Recreation Department, 685 W. Montrose Street, Clermont, FL 34711
(352) 241-7352 phone, (352) 394-3542 fax, www.cityofclermontfl.com

CITY OF CLERMONT
WATERFRONT PARK
330 Third Street, Clermont, FL 34711

EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12-24-13 Name of Event: 2014 Women's Sport Festival Triathlon

Date(s) of Request: 5-11-2014 Actual Event Hours Start: 7³⁰ a End: 12³⁰ p
(All events must end no later than 10pm)

Set Up Hours Start: 5 Am End: 12³⁰ p Breakdown Hours Start: 12³⁰ p End: 6:00 p

Please check section/s of the park being requested:
☑ Waterfront Pavilion ☑ Highlander Building ☑ Waterfront Beach Picnic Pavilion ☑ Waterfront Picnic Pavilion
☑ Grass Field ☑ Parking Lot 5th Street ☑ Parking Lot 4th Street ☐ Parking Lot 3rd Street ☑ Parking Area 2nd Street
☐ If Other (Please Describe): ____

Name of Organization/Renter: Tri America Foundation

Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

Tax Exempt: ☐ Yes ☒ No If Yes, you must provide your Tax Exempt # ____

Federal ID #/Drivers License #: ____ Website: www.sommersports.com

Event Contact: Cindy Volkman Email: cindy@sommersports.com

Day Phone: 352.394.1320 Cell Phone: 407.509.5954 Other Phone/Fax: 352.394.1702

Address: 1271 Commons Ct City: Clermont State: FL Zip: 34711

Secondary Contact: Fred Sommer Phone#: 352.394.1320 / 352.636.2942

Briefly Describe Event (including fees to be charged if any): Athletic event - women's sprint triathlon event and festival beginning and ending at Waterfront Park.

Event Participants: 800 Expected Attendance: 800 # of Vehicles: 350

Are you planning on having food? ☒ Yes ☐ No Type of food: Snacks/fruit

Are you planning on selling food? ☐ Yes ☒ No Will you have an admission fee: ☐ Yes ☒ No If yes, how much: ____

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? 10x10 popups in field
A special tent permit may be required

Please attach a proposed layout showing your event including parking, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees and deposit is required at time of reservation.

[signature] 12-24-13 Rules received and read (initial): [initials]
Applicant Signature Date

City of Clermont Recreation Department, 685 W. Montrose Street, Clermont, FL 34711
(352) 241-7352 phone, (352) 394-3542 fax, www.cityofclermontfl.com

CITY OF CLERMONT
WATERFRONT PARK
330 Third Street, Clermont, FL 34711

EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12-24-13 Name of Event: Central Florida Sprint Triathlon #1

Date(s) of Request: 6-7-2014 Actual Event Hours Start: 7^30 A End: 10^30 A
(All events must end no later than 10pm)

Set Up Hours Start: 5A End: 10:00 Am Breakdown Hours Start: 10^30 A End: 4 pm

Please check section/s of the park being requested:
☑ Waterfront Pavilion ☑ Highlander Building ☑ Waterfront Beach Picnic Pavilion ☑ Waterfront Picnic Pavilion
☑ Grass Field ☐ Parking Lot 5th Street ☑ Parking Lot 4th Street ☐ Parking Lot 3rd Street ☑ Parking Area 2nd Street
☐ If Other (Please Describe):

Name of Organization/Renter: Tri America Foundation

Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

Tax Exempt: ☐ Yes ☒ No If Yes, you must provide your Tax Exempt #

Federal ID #/Drivers License #: Website: www.sommersports.com

Event Contact: Cindy Volkman Email: Cindy@sommersports.com

Day Phone: 352.394.1320 Cell Phone: 407.509.5954 Other Phone/Fax: 352.394.1702

Address: 1271 Commons Ct City: Clermont State: FL Zip: 34711

Secondary Contact: Fred Sommer Phone#: 352.394.1320 / 352.636.2942

Briefly Describe Event (including fees to be charged if any): Athletic event - Sprint Triathlon and 5K run beginning & ending at Waterfront Park

Event Participants: 800 Expected Attendance: 800 # of Vehicles: 350-

Are you planning on having food? ☒ Yes ☐ No Type of food: Snacks/fruit

Are you planning on selling food? ☐ Yes ☒ No Will you have an admission fee: ☐ Yes ☒ No If yes, how much:

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? 10x10 popups in field
A special tent permit may be required

Please attach a proposed layout showing your event including parking, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional clean up is not necessary. I understand all rental fees and deposit is required at time of reservation.

Applicant Signature 12-24-13 Date Rules received and read (initial):

City of Clermont Recreation Department, 685 W. Montrose Street, Clermont, FL 34711
(352) 241-7352 phone, (352) 394-3542 fax, www.cityofclermontfl.com

CITY OF CLERMONT
WATERFRONT PARK
330 Third Street, Clermont, FL 34711

EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12-24-13 Name of Event: Central Florida Sprint Triathlon #2

Date(s) of Request: 7-12-2014 Actual Event Hours Start: 7:30 A End: 10:30 A

(All events must end no later than 10pm)

Set Up Hours Start: 5 A End: 10:30 A Breakdown Hours Start: 10:30 A End: 4 P

Please check section/s of the park being requested:

☑ Waterfront Pavilion ☑ Highlander Building ☑ Waterfront Beach Picnic Pavilion ☑ Waterfront Picnic Pavilion
☑ Grass Field ☑ Parking Lot 5th Street ☑ Parking Lot 4th Street ☐ Parking Lot 3rd Street ☑ Parking Area 2nd Street
☐ If Other (Please Describe):

Name of Organization/Renter: Tri America Foundation

Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

Tax Exempt: ☐ Yes ☒ No If Yes, you must provide your Tax Exempt #

Federal ID #/Drivers License #: Website: www.sommersports.com

Event Contact: Cindy Volkman Email: Cindy@sommersports.com

Day Phone: 352.394.1320 Cell Phone: 407.509.5954 Other Phone/Fax: 352.394.1702

Address: 1271 Commons ct City: Clermont State: FL Zip: 34711

Secondary Contact: Fred Sommer Phone#: 352.394.1320 / 352.636.2942

Briefly Describe Event (including fees to be charged if any): Athletic event - Sprint triathlon and 5K run beginning and ending at waterfront Park

Event Participants: 800 Expected Attendance: 800 # of Vehicles: 350

Are you planning on having food? ☒ Yes ☐ No Type of food: Snacks/fruit

Are you planning on selling food? ☐ Yes ☒ No Will you have an admission fee: ☐ Yes ☒ No If yes, how much:

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? 10x10 popups in field

A special tent permit may be required

Please attach a proposed layout showing your event including parking, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees and deposit is required at time of reservation.

Applicant Signature

12-24-13
Date

Rules received and read (initial):

City of Clermont Recreation Department, 685 W. Montrose Street, Clermont, FL 34711
(352) 241-7352 phone, (352) 394-3542 fax, www.cityofclermontfl.com

CITY OF CLERMONT
WATERFRONT PARK
330 Third Street, Clermont, FL 34711

EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12-24-13 Name of Event: Central Florida Sprint Triathlon #3

Date(s) of Request: 8-9-2014 Actual Event Hours Start: 7:30A End: 10:30A
(All events must end no later than 10pm)

Set Up Hours Start: 5A End: 10:30A Breakdown Hours Start: 10:30A End: 4P

Please check section/s of the park being requested:
☑ Waterfront Pavilion ☑ Highlander Building ☑ Waterfront Beach Picnic Pavilion ☑ Waterfront Picnic Pavilion
☑ Grass Field ☑ Parking Lot 5th Street ☑ Parking Lot 4th Street ☐ Parking Lot 3rd Street ☑ Parking Area 2nd Street
☐ If Other (Please Describe):

Name of Organization/Renter: Tri America Foundation

Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

Tax Exempt: ☐ Yes ☒ No If Yes, you must provide your Tax Exempt #

Federal ID #/Drivers License #: Website: www.sommersports.com

Event Contact: Cindy Volkman Email: cindy@sommersports.com

Day Phone: 352.394.1320 Cell Phone: 407.509.5954 Other Phone/Fax: 352.394.1702

Address: 1271 Commons Ct City: Clermont State: FL Zip: 34711

Secondary Contact: Fred Sommer Phone#: 352.394.1320 / 352.636.2942

Briefly Describe Event (including fees to be charged if any): Athletic event - Sprint triathlon and 5K run beginning and ending at Waterfront Park

Event Participants: 800 Expected Attendance: 800 # of Vehicles: 350

Are you planning on having food? ☒ Yes ☐ No Type of food: Snacks/fruit

Are you planning on selling food? ☐ Yes ☒ No Will you have an admission fee: ☐ Yes ☒ No If yes, how much:

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? 10x10 popups in field
A special tent permit may be required

Please attach a proposed layout showing your event including parking, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees and deposit is required at time of reservation.

Applicant Signature 12-24-13 Date Rules received and read (initial):

CITY OF CLERMONT
WATERFRONT PARK
330 Third Street, Clermont, FL 34711

EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12-24-13 Name of Event: Central Florida Sprint Triathlon #4

Date(s) of Request: 9-13-2014 Actual Event Hours Start: 7:30A End: 10:30A

(All events must end no later than 10pm)

Set Up Hours Start: 5A End: 10:30A Breakdown Hours Start: 10:30A End: 4P

Please check section/s of the park being requested:

☑ Waterfront Pavilion ☑ Highlander Building ☑ Waterfront Beach Picnic Pavilion ☑ Waterfront Picnic Pavilion
☑ Grass Field ☑ Parking Lot 5th Street ☑ Parking Lot 4th Street ☐ Parking Lot 3rd Street ☑ Parking Area 2nd Street
☐ If Other (Please Describe):

Name of Organization/Renter: Tri America Foundation

Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

Tax Exempt: ☐ Yes ☒ No If Yes, you must provide your Tax Exempt #

Federal ID #/Drivers License #: Website: www.sommersports.com

Event Contact: Cindy Volkman Email: cindy@sommersports.com

Day Phone: 352.394.1320 Cell Phone: 407.509.5954 Other Phone/Fax: 352.394.1702

Address: 1271 Commons Ct City: Clermont State: FL Zip: 34711

Secondary Contact: Fred Sommer Phone#: 352.394.1320 / 352.636.2942

Briefly Describe Event (including fees to be charged if any): Athletic event - Sprint Triathlon and 5K run beginning and ending at Waterfront Park

Event Participants: 800 Expected Attendance: 800 # of Vehicles: 350

Are you planning on having food? ☒ Yes ☐ No Type of food: Snacks/fruit

Are you planning on selling food? ☐ Yes ☒ No Will you have an admission fee: ☐ Yes ☒ No If yes, how much:

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? 10x10 popups in field

A special tent permit may be required

Please attach a proposed layout showing your event including parking, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional clean up is not necessary. I understand all rental fees and deposit is required at time of reservation.

Applicant Signature 12-24-13 Date Rules received and read (initial):

City of Clermont Recreation Department, 685 W. Montrose Street, Clermont, FL 34711
(352) 241-7352 phone, (352) 394-3542 fax, www.cityofclermontfl.com

CITY OF CLERMONT
WATERFRONT PARK

330 Third Street, Clermont, FL 34711

EVENT APPLICATION

If approved, this application will be subject to the attached use agreement and responsible for any charges associated with this rental.

Date of Application: 12-24-13 Name of Event: Great Floridian Triathlon

Date(s) of Request: 10-18-2014-10-19-2014 Actual Event Hours Start: 730A End: 2:00A

(All events must end **no later than 10pm**)

Set Up Hours Start: 5A End: 2A Breakdown Hours Start: 2A End: Sun. 10/19 6pm

Please check section/s of the park being requested:

- ☒ Waterfront Pavilion ☒ Highlander Building ☒ Waterfront Beach Picnic Pavilion ☒ Waterfront Picnic Pavilion
- ☒ Grass Field ☒ Parking Lot 5th Street ☒ Parking Lot 4th Street ☒ Parking Lot 3rd Street ☒ Parking Area 2nd Street
- ☐ If Other (Please Describe): ________

Name of Organization/Renter: Tri America Foundation

Check Type of Organization: ☒ Not for Profit ☐ For Profit ☐ Commercial ☐ Individual ☐ Government

Tax Exempt: ☐ Yes ☒ No If Yes, you must provide your Tax Exempt # ________

Federal ID #/Drivers License #: ________ Website: www.sommersports.com

Event Contact: Cindy Volkman Email: cindy@sommersports.com

Day Phone: 352.394.1320 Cell Phone: 407.509.5954 Other Phone/Fax: 352.394.1702

Address: 1271 Commons Ct City: Clermont State: FL Zip: 34711

Secondary Contact: Fred Sommer Phone#: 352.394.1320 / 352.636.2942

Briefly Describe Event (including fees to be charged if any): Athletic event - Ultra distance triathlon, olympic distance triathlon and sprint triathlon all beginning and ending at Waterfront Park.

Event Participants: 800 Expected Attendance: 800 # of Vehicles: 350

Are you planning on having food? ☒ Yes ☐ No Type of food: Snacks/fruit

Are you planning on selling food? ☐ Yes ☒ No Will you have an admission fee: ☐ Yes ☒ No If yes, how much: ________

Do you intend to set up tents? ☒ Yes ☐ No If yes, then how big, how many and where? 10x10 popups in field

A special tent permit may be required

Please attach a proposed layout showing your event including parking, tents, event items, etc.

I understand and agree that I am responsible for any vandalism or damage to the buildings and/or fixtures during my rental dates. As assurance of such responsibility I am posting the required deposit, which will be returned to me after the completion of my scheduled event, providing that the rental facilities, buildings and fixtures are not damaged, that all equipment has been properly stored and additional cleanup is not necessary. I understand all rental fees and deposit is required at time of reservation.

________ Applicant Signature 12-24-13 Date Rules received and read (initial): ________

City of Clermont Recreation Department, 685 W. Montrose Street, Clermont, FL 34711
(352) 241-7352 phone, (352) 394-3542 fax, www.cityofclermontfl.com

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Purchase Approval and Budget Amendment	
Requested Action	
Motion to approve the purchase of a Crane Carrier Sideloader for the Sanitation Department for $287,916.00.	
Staff Report	
Staff requests approval to purchase one automated side loader vehicle from Crane Carrier for $287,916. The pricing is based on the Florida Sheriff's Vehicle Contract which offers a competitive purchasing instrument on hundreds of vehicles. Staff recommend proceeding with this purchase now due to a 6 month lead time on vehicle delivery, needed reliable back-up for the current fleet and an expanding service area.	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
Purchase is not included in the FY 2014 budget. Request is to amend the Sanitation Fund budget in the amount of $287,916.	

Fiscal Impact	Fund Number and Description	Available Budget Amount
$287,916.00	49534-66400 Cap Out - Vehicles	$0.00

Exhibits Attached (copies of original agreements)	
1. Crane Carrier Sideloader	Crane Carrier Sideloader.pdf

Container Systems
& EQUIPMENT CO., INC.

- PRICE QUOTATION -

DATE: January 13, 2014

TO: Mr. James Kinzler
City of Clermont

RE: **Price quotation for Crane Carrier Low Entry Cab Chassis** with Wayne Curbtender Automated Sideloader body from the Florida Sheriff's Contract # 13-11-0904 Specification # 014

BASE BID SPECIFICATIONS

2014 CCC LET2 (low entry tilt) chassis , 60,000 lbs. GVW, galvanized steel, 60 degree tilt,
19" floor height both sides, left side driving position with air ride seat, full doors with w/manual windows, air conditioning, CD player, dual cab fans, air horn, electric wipers, white paint,
Cummins ISX 320R- 320hp -1150 ft.lbs. torque
w/ Leece Neville 160 amp alternator, diesel particulate filter (DPF), selective catalytic reduction (SCR) muffler
Allison 4500RDS transmission, w/ oil cooler inside radiator,
Dana-Spicer D2000 - 20,000 lb. front axle, Dana-Spicer DS405P - 40,000 lbs. tandem rear axle,
Hendrickson HN402 40,000lb. suspension, Wabco System Saver air dryer, 80 gallon fuel tank, 10 gallon DEF tank
tires: front - 11R 22.5 - 16 ply –Bridgestone R250ED - 22.5" x 8.25" disc wheels
rear - 11R 22.5 - 16 ply – Bridgestone M843, 22.5" x 8.25" disc wheels

Cost:		**$173,979.**
	Specification Adjustments for the City of Clermont	
	Change ISX engine to ISL 380 horsepower (deduct)	- 9,530
	Add Ridewell RDS 209 rear steer suspension (46,000 lbs capacity), with ATC(automatic traction control) (includes 12Rx22.5 tires on drive axle and 425 x 22.5 on tag axle)	+ 3,291
	Add dual steering with dual instrumentation, dual air ride seats, Moto-Mirrors	+ 6,183
	Add 12 volt assist pump	+ 600
	Change to electric roll down windows	+ 952
	Change front tires to 315/80Rx22.5" Bridgestone M860 - 20 ply	+ 724
Subtoal:		**$ 176,199**

BASE BID SPECIFICATIONS

Wayne Curbtender 27 cu.yd. automated side loader including the following: front pump system under cab, Dual controls (joystick and 3-rocker switches), Co-Ordinator one touch dumping option, LED lights with LED strobes on tailgate, manual hopper cover, hopper clean-out tool, dual color camera system (backup and hopper), white paint steel upgrade package (10 gauge 80K body sides, 3/8" AR450 hopper floor with liner, ¼" AR450 hopper sides)

Cost:		**$ 114,125.**
	Specification Adjustments for the City of Clermont	
	Add auto-lube system for lifting arm	+ 3,092
	Add Chevron Clarity biodegradable hydraulic oil	+ 1,000
Subtotal:		**$ 118,217**
SUBTOTAL:	**Chassis $176,199 + Body $118,217**	**$ 294,416**
LESS: Additional factory discount (Crane Carrier deduct $3500, Wayne deduct $3000)		**- 6,500**
TOTAL:		**$ 287,916**

Delivery: **150 to 180 days**

Respectfully,

Robert Barton

Robert Barton

506 Bellevue Avenue • Daytona Beach, Florida 32114-5279 • (386) 253-5555 • FAX (386) 253-8537
Website: www.containersys.com • Email: info@containersys.com

Summary of Proposed Truck Specifications

2014 Crane Carrier Chassis Model - LET2
with Wayne Curbtender Automated Body

Cab: galvanized steel, 60 degree tilt, 19" floor height both sides,
Dual side driving positions, Sears air ride asphalt gray seats on both sides, tilt/telescopic steering columns on both sides, full size doors open 90 degrees, electric windows, 4-way adjustable electric heated Moto-Mirrors, full instrumentation on both sides, LED lights, 10# fire extinguisher, warning triangles, CD player, dual cab fans, air horn, electric wipers, 12 volt cab assist tilt pump, daytime running lights, air conditioning, white paint

Chassis: **66,000 lbs. GVW**
Cummins ISL 380 - 380hp 1300 ft.lbs. torque diesel engine
w/ Leece-Neville 160 amp alternator, Cummins engine protection package,
Cummins fuel/water separator, 18.7 CFM air compressor
1,824 sq.in.radiator with 32" nine blade hydraulically driven fan
LH mounted DPF (diesel particulate filter)
RH mounted SCR (Selective Catalyst Reduction)
10 gallon DEF tank (diesel exhaust fluid), heated by engine coolant, LH mounted
DEF level (light bar) included in fuel level gauge
Allison 4500RDS transmission,
Dana D2000F, 20,000 lb. front axle, w/ 20,000 lbs. springs
Dana S26-190 -26,000 lbs. rear axle with dual 12Rx22.5 Bridgestone M843 tires
w/ Ridewell RDS-209 air/steer suspension
46,000lb. capacity with single 425/65Rx22.5 Bridgestone M844F tires on tag
Eaton 6 channel anti-lock brake system and traction control
Wabco System Saver air dryer
tires: front - 315/80R 22.5 - 20 ply – Bridgestone M860
rear - 12R 22.5 - 16 ply – Bridgestone M843
tag – 425/65R x 22.5 – 20 ply – Bridgestone M844F
wheels: front - 22.5 x 9.0 disc
rear - 22.5 x 8.25 disc
tag – 22.5 x 12.25 disc
80 gallon fuel tank, battery disconnect with pilot light

Body: **Wayne Curbtender 27 cu.yd. Automated Sideloader Body** including:
Front tandem pump system under cab
2,000 lb. capacity lift arm, operates at idle
Tip to dump body with single stage packing cylinder
Dual arm controls, joystick and 3 rocker switches
Co-Ordinator automatic arm control – one touch cart dumping
Wayne automatic arm greasing system
Full LED lights including reverse lamps, LED strobes on tailgate
3 work lights, hopper cleanout tool, manual hopper cover
3/8" hopper floor (AR450), 1/4" hopper sides (AR450),
Hopper floor and sidewall liner upgrade
10 gauge 80K body side upgrade
Chevron Clarity biodegradable hydraulic oil

PROPOSAL PRICE

BID NO. 13-11-0904

Specification #14 60,000 lb. GVWR CAB & CHASSIS - 4x6 TANDEM AXLE REFUSE TRUCK (Only)

Unit Price Per Base

Western District $173,979.00 /ea
Northern District $173,979.00 /ea
Central District $173,979.00 /ea
Southern District $173,979.00 /ea

Brand Name

☑ Crane Carrier LET2

SUBMIT SEPARATE SHEETS FOR EACH BRAND AND MODEL OFFERED

BIDDERS MUST ATTACH A MANUFACTURER'S PRINT-OUT (CHRYSLER - "DIAL SYSTEM"; FORD - "DORA"; GENERAL MOTORS - "GM AUTOBOOK"; OR APPROVED EQUIVALENT) TO VERIFY THE VEHICLE BID MEETS ALL THE REQUIREMENTS OF THIS SPECIFICATION. ALSO, ANY DEALER INSTALLED AFTERMARKET COMPONENTS, IF SPECIFIED, MUST BE NOTED ON THE MANUFACTURER'S PRINT-OUT. ALL ENCLOSED CONDITIONS AND REQUIREMENTS SHALL APPLY.

Delivery should occur within 60 - 120 calendar days after receipt of Purchase Order.

Specification #14 60,000 lb. GVWR CAB & CHASSIS - 4x6 TANDEM AXLE REFUSE TRUCK (Only)

LEGEND FOR DELETE/ADD OPTIONS
Every line will require a **DOLLAR VALUE** or one of the following abbreviations:
Std. = Manufacturer's standard equip
Incl. = included with base specs
NC = no additional charge
NA = not applicable to the vehicle

SPECIFICATIONS THAT MAY BE DELETED/ADDED, ORDER CODE, DESCRIPTION AND PRICE

SUBMIT SEPARATE SHEETS FOR EACH BRAND AND MODEL OFFERED

Order code	Delete options	Credit
	Engine/transmission - specify *ISL9-270 (270HP) ILO ISX12-320R*	$16,415.00
	Engine/transmission - specify *ISL9-345 (345HP) ILO ISX12-320R*	$12,230.00
	Engine/transmission - specify *ISL9-380 (380HP) ILO ISX12-320R*	$9,530.00
26-A4-10	Engine/transmission - specify *3500RDS ILO 4500RDS*	$10,036.00

Order code	Add options	Price
	Engine upgrade - specify *ISX12-385R (385HP) ILO ISX12-320R*	$1,320.00
	Engine upgrade - specify *ISL9-300 (300HP) ILO ISX12-320R - DEDUCT*	($15,268.00)
	Engine upgrade - specify *ISL9-300 (330HP) ILO ISX12-320R - DEDUCT*	($13,918.00)
	Engine upgrade - specify *ISLG-250 (250HP) ILO ISX12-320R incl. Fuel Control Module, 75DGE (diesel equivalent) BTC tank system, 2nd fuel fill location, engine shut-off fuel caps. NOTE: Includes delivery upcharge.*	$20,473.00
	Engine upgrade - specify *ISLG-320 (320HP) ILO ISX12-320R incl. Fuel Control Module, 75DGE (diesel equivalent) BTC tank system, 2nd fuel fill location, engine shut-off fuel caps. NOTE: Includes delivery upcharge.*	$24,199.00
	Transmission upgrade - specify *4500RDS w/retarder*	$9,315.00
	Transmission upgrade - specify *3500RDS w/retarder ILO 4500RDS - DEDUCT*	($4,225.00)
	Transmission upgrade - specify *3000RDS ILO 4500RDS - DEDUCT*	($9,800.00)
	Transmission upgrade - specify *3000RDS w/retarder ILO 4500RDS - DEDUCT*	($4,225.00)
	Transmission upgrade - specify *TELMA driveline retarder Model AD 72-45 includes 4 batteries/200 amp alternator*	$11,721.00
	GVWR upgrade - specify *66,000lb. GVWR - Ridewell RDS209 - 60/40 Tandem Air Drive Steer Suspension, 46,000lb. cap. (includes 6S/6M ABS, Dana S26-190 drive axle w/12R22.5 tires, 425/65R L/20 tires on rear axle and ATC (Auto Traction Control).*	$3,291.00
	64,000 lb. GVW package *DSH44P 44,000lb. cap. rear axle, HN462 rear suspension, and 315/80R22.5 L/20 front tires*	$2,130.00

Specification #14 60,000 lb. GVWR CAB & CHASSIS - 4x6 TANDEM AXLE REFUSE TRUCK (Only)

LEGEND FOR DELETE/ADD OPTIONS
Every line will require a **DOLLAR VALUE** or one of the following abbreviations:
Std. = Manufacturer's standard equip
Incl. = included with base specs
NC = no additional charge
NA = not applicable to the vehicle

SPECIFICATIONS THAT MAY BE DELETED/ADDED, ORDER CODE, DESCRIPTION AND PRICE

SUBMIT SEPARATE SHEETS FOR EACH BRAND AND MODEL OFFERED

	GVWR upgrade - specify *Dana D46-170P 46,000lb. tandem rear axle w HN462 46,000lb suspension*	$2,868.00
	GVWR upgrade - specify *Dana D52-190P 52,000lb. tanden rear axle w HN522 52,000lb. suspension*	$6,594.00
42-C2-04	GVWR upgrade - specify *Meritor RT-40-160P 40,000lb. tandem rear axle w/HN402 40,000lb. suspension*	$3,023.00
42-C2-08	GVWR upgrade - specify *Meritor RT-46-160P 46,000lb. tandem rear axle w/HN462 46,000lb. suspension*	$3,800.00
	Hybrid option	Not Applicable
	Bi-fuel model - specify	Not Applicable
	CNG model - specify *ISLG-320 ILO ISX12-320R, includes Fuel Control Module, 2nd fuel fill location, engine shut-off caps. NOTE: includes delivery up charge, DOES NOT INCLUDE a tank system. DEDUCT:*	($3,742.00)
	CNG conversion (discuss with dealer)	Not Applicable
	LPG conversion (discuss with dealer)	Not Applicable
	Nitrogen filled tires including spare tire	Not Applicable
60-A2-32	Double Frame: full steel insert *SM=28.08 in.cubed: RBM=3,369,600 in lbs.*	$1,630.00
30-A4-06	Front Axle - specify *Meritor FL-941, 20,000lb. front axle ILO Dana D2000F 20,000lb. front axle*	$2,635.00
	Rear Axle - specify *Dana S26-190, 26,000lb. single rear axle w/Reyco 102CC - 26,000lb. suspension, ILO DS405P rear axle - DEDUCT*	($7,505.00)
	Rear Suspension - specify *Hendrickson HMX-400 w/shocks ILO HN-402 rear suspension*	$466.00
	Rear Suspension - specify *Hendrickson HMX-460 w/shocks ILO HN-402 rear suspension*	$718.00
	Rigid Lift Axle: Pusher / Tag 20,000 lb rating air lift to include 11R-22.5 tires with steel wheels *22,000lb. pusher or tag*	$7,918.00
	Steerable Lift Axle: Pusher / Tag 20,000 lb rating air lift to include 11R-22.5 tires with steel wheels	Not Applicable
	Front Engine PTO Provision (FEPTO)	Standard
38-A4-02	LCF with right hand steering *RH steering ILO LH steering*	$928.00

Specification #14 60,000 lb. GVWR CAB & CHASSIS - 4x6 TANDEM AXLE REFUSE TRUCK (Only)

LEGEND FOR DELETE/ADD OPTIONS
Every line will require a **DOLLAR VALUE** or one of the following abbreviations:
Std. = Manufacturer's standard equip
Incl. = included with base specs
NC = no additional charge
NA = not applicable to the vehicle

SPECIFICATIONS THAT MAY BE DELETED/ADDED, ORDER CODE, DESCRIPTION AND PRICE

SUBMIT SEPARATE SHEETS FOR EACH BRAND AND MODEL OFFERED

38-A6-02	LCF with dual steering *dual sit-down steering positions*	$3,842.00
	LCF Low Profile with left hand steering *cab floor@ 19" from ground*	Standard
	LCF Low Profile with dual steering *cab floor @19" from ground*	$3,842.00
	LCF Low Profile with dual steering & right hand stand up *cab floor is 19" from ground, includes fold-forward "stay open" door on right side.*	$3,571.00
	Driver controlled differential lock *for 40-46,000lb. tandem axles*	$2,174.00
	Refuse body - state model bid and description *Wayne Curbtender 27 cu.yd. automated sideloader, (add $1,700 for 31 cu.yd.; deduct $ 1,200 for 16, 18, or 20 cu. yd. body)*	$114,125.00
	Optional mounted body - specify *Wayne Titan 40 cu.yd. frontloader - requires double frame & 64,000lb. min GVWR. Add $3,500 for 44 cu.yd. body*	$93,796.00
	Optional mounted body - specify *Wayne EcoForce Titan 40 cu.yd. frontloader w/Power-on-Demand feature - requires double frame & 64,000lb. min GVWR. Add $3500 for 44 cu.yd. body*	$106,569.00
	Optional mounted body - specify *Wayne TomCat 6 cu.yd. sideloader*	$47,516.00
	Optional mounted body - specify *Loadmaster Excel S-25cu.yd. rearloader. Add $900 for 27 cu.yd., $2,000 for 33 cu.yd.*	$59,980.00
	Optional mounted body - specify *Loadmaster Eclipse 31 cu.yd. automated sideloader. Deduct $700 for 28 cu.yd. body*	$104,502.00
	Optional mounted body - specify *Loadmaster Elite 6 cu.yd. rearloader. Add $350 for 8 cu.yd.; $ 1,000 for 11 cu. yd.*	$41,133.00
	Optional mounted body - specify *Loadmaster Enviromaster 25 cu.yd. split body rearloader. Deduct $1400 for 20 cu.yd. body*	$102,697.00
	Optional mounted body - specify *Palfinger ARL-60-22-IC roll off hoist, 60,000lb. capacity*	$43,640.00
	Optional mounted body - specify *Palfinger H-1150 American Hawk bulk waste 20' crane and 28 cu.yd body. Add $2768 for 25' crane and 40 cu.yd. body*	$82,869.00
	Optional mounted body - specify *McNeilus Model 3148 ZR Zero Radius 31 cu.yd ASL*	$112,281.00
	Optional mounted body - specify *G-S Products MP8129D 29 cu.yd. sideloader. Deduct $7500 for 23 cu.yd. body*	$93,893.00

Specification #14 60,000 lb. GVWR CAB & CHASSIS - 4x6 TANDEM AXLE REFUSE TRUCK (Only)

SPECIFICATIONS THAT MAY BE DELETED/ADDED, ORDER CODE, DESCRIPTION AND PRICE

LEGEND FOR DELETE/ADD OPTIONS
Every line will require a **DOLLAR VALUE** or one of the following abbreviations:
Std. = Manufacturer's standard equip
Incl. = included with base specs
NC = no additional charge
NA = not applicable to the vehicle

SUBMIT SEPARATE SHEETS FOR EACH BRAND AND MODEL OFFERED

	Optional mounted body - specify *G-S Products 5738 dual stream 38 cu.yd recycle body w material densifier. Add $6313 for 44 cu.yd. body*	$76,941.00
	Optional mounted body - specify *G-S Products CollectStar CS8123A 23 cu.yd. automated sideloader. Add $7300 for 33 cu.yd. body*	$92,735.00
	Optional mounted body - specify *Wayne G4 Curbtender 27 cu.yd. automated sideloader w/Power on Demand feature. (add $1,700 for 31 cu.yd.; deduct $ 1,200 for 16, 18, or 20 cu. yd. body)*	$117,355.00
	Optional mounted body - specify *Palfinger ARO-60-22-IC roll off hoist, 60,000lb. capacity*	$43,575.00
	Optional equipment - specify *Scorpion 27 cu yd Automated Sideloader, Add $ 1,100 for 30 cu yd, $ 2,000 for 33 cu yd, Deduct $ 400 for 20 cu. yd.*	$109,151.00
	Optional equipment - specify *Mantis 40 cu. yd. half-pack/full eject frontloader*	$111,473.00
	Optional equipment - specify *New Way Sidewinder 31 cu. yd. Automated Sideloader*	$117,887.00
	Optional equipment - specify *Heil Dura-Pack 7000 33 yd. ASL -OR- Multi-Task SL Telegrip 33 yd. ASL (NOTE: Multi-Task SL requires drop frame chassis modification)*	$111,394.00
	Optional equipment - specify *McNeilus Model 2849, Autoreach Gen II 28 cu.yd. ASL*	$95,863.00
70-A6-04	Optional equipment - specify *Crane Carrier Crew Cab w/4 man seating; (for dual drive, add $ 412)*	$5,740.00
	Optional equipment - specify *315/80R 22.5 L front tires w/22.5" x 9" steel disc wheels, hub piloted ILO 11R 22.5 H front tires w/22.5" x 8.25" steel disc wheels, hub piloted*	$724.00
	Optional equipment - specify *McNeilus Model 2516 rearloader. Add $2788 for 32 cu.yd. body*	$63,605.00
	Optional equipment - specify *Heil Recycle 2000 33 cu yd 2 stream recycle body*	$105,251.00
	Optional equipment - specify *Crane Carrier "Drop Frame" modification (NOTE: limited wheelbase configurations)*	$12,500.00
	Optional equipment - specify *Rotary actuated cart lifter w diverter valve, installed. (add $ 4,500 for 2nd cart lifter w dual diverter, installed)*	$6,200.00
	Optional equipment - specify *McNeilus 3142 M A 31 yd. Sideloader - NOTE: requires drop-frame modification*	$106,157.00

Specification #14 60,000 lb. GVWR CAB & CHASSIS - 4x6 TANDEM AXLE REFUSE TRUCK (Only)

LEGEND FOR DELETE/ADD OPTIONS
Every line will require a **DOLLAR VALUE** or one of the following abbreviations:
Std. = Manufacturer's standard equip
Incl. = included with base specs
NC = no additional charge
NA = not applicable to the vehicle

SPECIFICATIONS THAT MAY BE DELETED/ADDED, ORDER CODE, DESCRIPTION AND PRICE

SUBMIT SEPARATE SHEETS FOR EACH BRAND AND MODEL OFFERED

	Optional equipment - specify *Safety Pkg., includes Amerex Automatic Fire Suppression System - 25 lb., and Preco "Preview" Radar System*	$6,200.00
	Optional equipment - specify *New Way King Cobra 25RL 25 yd Rearloader*	$62,615.00
20% Discount	Optional equipment - specify *Discount percentage off Crane Carrier's current published retail prices for non-specified options and any optional models bid. This discount ONLY APPLIES to a downgrade or an upgrade to the model listed in this specification. It does not apply to a completely different make or model. (The discount is applied to Crane Carrier's current published retail prices.)*	Included
	Temporary tag	Standard
	Transfer existing registration (must provide tag number)	$150.00
	New state tag (specify state, county, city, sheriff, etc.)	$175.00
	Maintenance Plan - specify *Contact Dealer for custom plan*	Not Applicable
	Maintenance Plan - specify	Not Applicable
	Maintenance Plan - specify	Not Applicable
	Warranty - specify *4000 Series RDS transmission, 2 year extended, 5 year total*	$1,000.00
	Warranty - specify *3000 Series RDS transmission, 2 year extended, 5 year total*	$1,000.00
	Warranty - specify	Not Applicable
	Diesel Warranty - specify *Cummins PP1 - ISL9 5 year, 150,000 miles, Program ID: DC1*	$2,750.00
	Diesel Warranty - specify *Cummins PP1 - ISL9 3 year, 100,000 miles, Program ID: DC1*	$1,375.00
	Diesel Warranty - specify *Cummins PP2 - ISL9 5 year, 150,000 miles, Program ID: DC2*	$1,700.00

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Purchase Approval	
Requested Action	
Move to approve purchase of 5 vehicles and 2 motorcycles	
Staff Report	

The police department seeks to purchase three marked police vehicles and two unmarked police vehicles for a total cost of $118,475 from Don Reid Ford. All of the vehicles specifications meet the needs for police use. The vendors have been selected in accordance with purchasing requirements for bids and/or the Sheriff's Office or State contracts.

In accordancewith the direction of City Council, the Purchasing Division issued a Request for Interest (RFI) to notify local vendors of the City's intent to utilize other governmental entities' contract. The RFI was posted on the City's website for seven (7) calendar days. At the completion of the RFI, the Purchasing Division received no interest. Based on this, staff recommends that Council approve to piggyback the Florida Sheriff Association (FSA) contract No. 13-21-0904 and the State of Florida contract No. 071-00-14-1.

The total fiscal impact includes the vehicle and all required emergency and additional equipment for the vehicle to be fully functional as a police vehicle.

Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
Purchase is included in the FY 2014 budget.	

Fiscal Impact	Fund Number and Description	Available Budget Amount
$118,475.00	12521-66400 CAP OUT - VEHICLES	$125,000.00

Exhibits Attached (copies of original agreements)	

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Budget Amendment and New Positions	
Requested Action	
Move to approve new positions in the Planning and Zoning and Fire Departments and a budget amendment in the amount of $736,269	
Staff Report	
Request approval to fund six (6) positions for the Planning and Zoning Department and two (2) positions for the Fire Department as discussed with the City Council at a workshop on January 14. Positions requested for Planning and Zoning include a Building Official, two (2) Building Inspectors, a Senior Planner, a Zoning Technician, and a Permitting Technician. Positions needed for Fire Prevention include a Fire Inspector and a Fire Plans Examiner. The requested effective date for the Building Official is February 10, 2014, and March 10, 2014 for the remaining positions. These additional positions are requested to provide a higher level of service, respond to the increase in development activity, provide for in-house building services due to the termination of the contract with Nova Engineering on April 2, 2014, and to process the number of fire prevention permits and business fire inspections needed each year.	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
The increase to expenditures in FY 2014 due to the above noted new positions and associated operating and capital outlay costs is $736,269. The requested budget amendment is for $104,817 in the General Fund and $631,452 in the Building Services Fund.	

Fiscal Impact	Fund Number and Description	Available Budget Amount
$104,817.00 $631,452.00	General Fund Building Services Fund	$0.00 $0.00

Exhibits Attached (copies of original agreements)	

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Establish a Citizens Advisory Task Force (CATF)	
Requested Action	
Move to approve recommended appointees for the Citizens Advisory Task Force (CATF)	
Staff Report	
As required by the conditions of the Community Development Block Grant (CDBG) a Citizens Advisory Task Force (CATF) must be appointed and consist of an odd number of members, all of whom must be living in the community; some members must be low and moderate income. This task force will represent the community in determining and reviewing the project proposed to City Council for grant application.	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
No fiscal impact.	

Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)	

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date		
Tuesday, January 28, 2014		
Agenda Item Name		
Lakeshore Drive		
Requested Action		
Staff Report		
City Council requested for staff to conduct an analysis on the volume of traffic on Lakeshore drive to ascertain if the volume of traffic would decrease once the completion of the interchange at Highway 27 and Highway 50 was completed and open for traffic. Staff conducted a study on the volume of traffic on Laksehore drive prior to and subsequent to the completion of the construction of the new Highway 27 and Highway 50 interchange.		
Legal Impact		
Additional Analysis		
Fiscal Impact Summary		
Fiscal Impact	Fund Number and Description	Available Budget Amount
Exhibits Attached (copies of original agreements)		
1. Lakshore Drive Request	Lakeshore.pdf	

SPEED TABLE ON LAKESHORE DRIVE ON BOTH SIDES OF WINONA BRIDGE

As a residence of Clermont at 800 West Lake shore Drive for 38 years it is very much a concern not only for me, but all the bikers and walkers that frequent this street as well as residence.

There are signs of 20 mph and 15 mph on both side of Winona bridge, however, motorist don't pay any attention to them and the police department doesn't have the man power to patrol the street.

The speed table that I recommend are not as radical as some of the speed bumps, however they will cause motorist to slow down.

These speed tables are only about 5" high at the maximum and about 5' from one side to the other, so that the motorist need to go slow.

The other side of the speed is the noise that goes with high speed drivers. This is an objection to residences on this street.

The following residence that are concerned with the problem signed this letter to ask that the city of Clermont take necessary action to attempt to minimizes this problem before there is a accident with people getting injured.

Sincerely
Donald H Tracy
Donald H. Tracy
800 West Lake Shore Drive
Clermont, Fl. 34711
352-394-3118

RESIDENTS

Donald H Tracy
Victoria Biniak
[illegible]
[illegible] W [illegible]
[illegible]
[illegible]
Nono Allison

[illegible]
Daryl Piora
Betty J Patterson
Kelly McQuaig
Maria Thomas
[illegible]
[illegible] Tillman

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Ordinance No. 2014-03; Table Final to February 25, 2014	
Requested Action	
Motion to Approve Postponement of Final Adoption to February 25, 2014.	
Staff Report	
Citrus Tower Apartments and Professional Office - Small Scale Comprehensive Plan Amendment The applicant is requesting a 30 day postponement to allow time for their consultants to provide additional information for development of the site. Staff concurs with the postponement request from the applicant.	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
No fiscal impact.	

Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)		
1.	Ordinance 2014-03	2014-03 Citrus Tower Apartments SSC.doc
2.	Advertisement	Citrus Tower Apts. SS comp plan amend PZ1-7-2014, CC1-28-2014.doc

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTING THE SMALL SCALE COMPREHENSIVE PLAN AMENDMENT FOR THE CITY OF CLERMONT, FLORIDA, PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; SETTING FORTH THE AUTHORITY FOR ADOPTION OF THE SMALL SCALE COMPREHENSIVE PLAN AMENDMENT; SETTING FORTH THE PURPOSE AND INTENT OF THE SMALL SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR THE ADOPTION OF THE SMALL SCALE COMPREHENSIVE PLAN AMENDMENT; ESTABLISHING THE LEGAL STATUS OF THE SMALL SCALE COMPREHENSIVE PLAN AMENDMENT; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Comprehensive Plan of the City of Clermont was adopted by the City of Clermont on June 23, 2009, in accordance with the Local Government Planning and Land Development Regulations Act of 1985, Chapter 163, Part II, Florida Statutes; and

WHEREAS, the Comprehensive Plan of the City of Clermont may be amended pursuant to Florida Statute 163.3187; and

WHEREAS, the Planning and Zoning Commission and the City Council of the City of Clermont have held public hearings on the proposed amendment to the plan in light of written comments, proposals and objections from the general public;

NOW THEREFORE BE IT RESOLVED AND ENACTED, by the City Council of the City of Clermont, Lake County, Florida that:

Section 1.

After public hearings held by the City of Clermont Local Planning Agency and the Clermont City Council, the Future Land Use Map of the Comprehensive Plan of the City of Clermont is hereby amended by changing the following described property as shown:

LEGAL DESCRIPTION

Tract 48, in Section 29, Township 22 South, Range 26 East, in Lake Highlands Company, According to the plat thereof, as recorded in PB 2, PG 25, of the Public Records of Lake County, Florida.

Less the following parcel:

That part of Tract 48, according to the plat of Lake Highlands Company subdivision of Section 29, as recorded in PB 2, PG 25, of the public records of Lake County, Florida, lying in the southeast ¼ of Section 29, Township 22 South, Range 26 East, Lake County, Florida, described as follows:

Commence at the east ¼ corner of said Section 29; thence run south 00 degrees 15’19” east along the east line of said southeast ¼ of Section 29 for a distance of 662.64 feet to the north line of the southeast ¼ of the northeast ¼ of said southeast ¼ of section 29; thence run north 88 degrees 50’36” west along said north line for a distance of 15.00 feet to the west line of the east 15.00 feet of said southeast ¼ of the northeast 14 of the southeast ¼ for the point of beginning; thence continue north 88 degrees 50’36’ west along said north line for a distance of 70.02 feet; thence run south 00 degrees 15’29’ east for a distance of 647.72 feet to the north line of the south 15.00 feet of said southeast ¼ of the northeast ¼ of the southeast ¼; thence run south 88 degrees 53’59’ east along said north line for a distance of 70.02 feet to the aforesaid west line of the east 15.00 feet of the southeast ¼ of the northeast ¼ of the southeast ¼; thence run north 00 degrees 15’29” west along said west line for a distance of 647.65 feet to the point of beginning.
Containing 8.53 acres, more or less

CHANGE IN FUTURE LAND USE CLASSIFICATION
From County Regional Office to Residential/Office

Section 2.

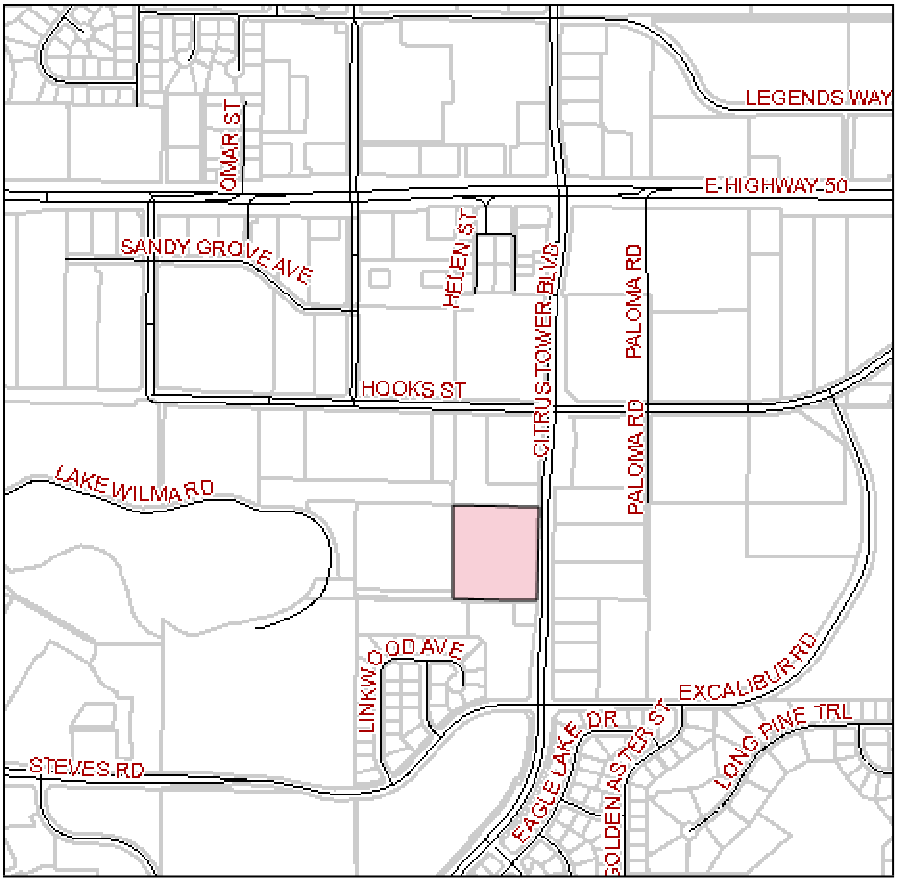
If any portion of this Ordinance is declared invalid, the invalidated portion shall be severed from the remainder of the Ordinance, and the remainder of the Ordinance shall continue in full force and effect as if enacted without the invalidated portion, except in cases where such continued validity of the remainder would clearly and without doubt contradict or frustrate the intent of the Ordinance as a whole.

Section 3.

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

Section 4.

This Ordinance shall be published as provided by law and it shall become law and shall take effect immediately upon its Second Reading and Final Passage.


LEGENDS WAY
OMAR ST
E HIGHWAY 50
SANDY GROVE AVE
HELEN ST
CITRUS TOWER BLVD
PALOMA RD
HOOKS ST
PALOMA RD
LAKE WILMA RD
LINKWOOD AVE
EXCALIBUR RD
EAGLE LAKE DR
GOLDEN ASTER ST
LONG PINE TRL
STEVES RD

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida, this 25th day of February, 2014.

____

Harold S. Turville, Jr., Mayor

ATTEST:

____

Tracy Ackroyd, City Clerk

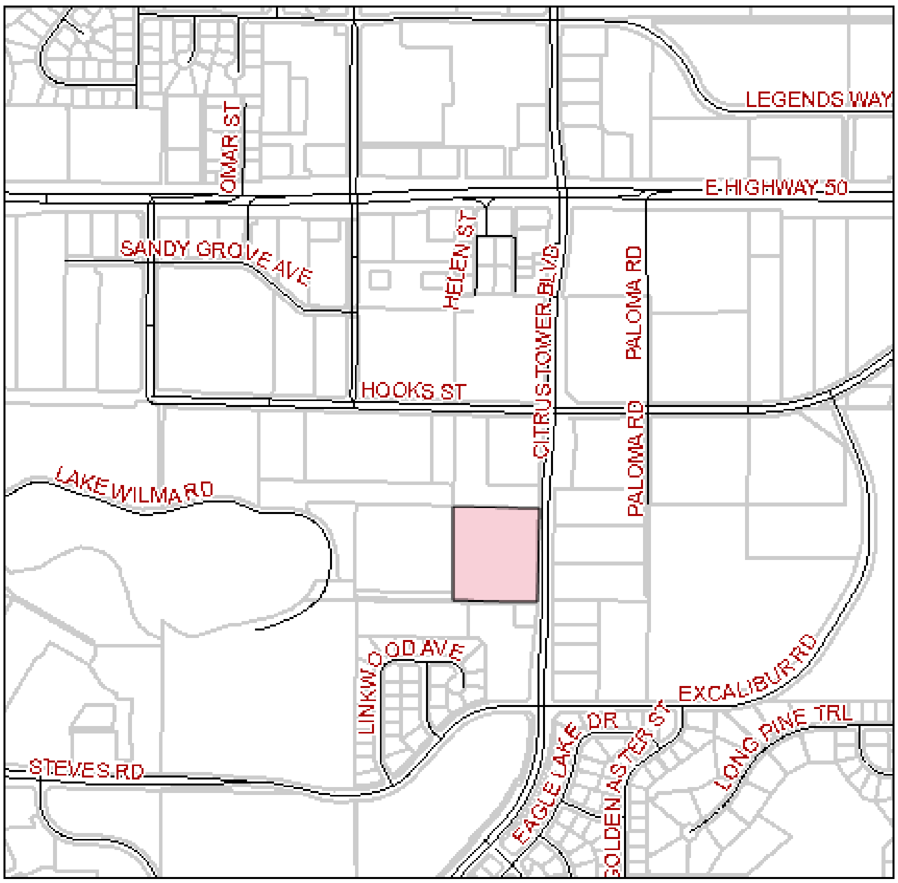
Approved as to form and legality:

____

Daniel F. Mantzaris, City Attorney

CITY OF CLERMONT
NOTICE OF PROPOSED LAND USE CHANGE
Small-Scale Comprehensive Plan Amendment
ORDINANCE NO. 2014-03

The City of Clermont will hold public hearings Tuesday, January 7, 2014 at 7 p.m. before the Planning and Zoning Commission and Tuesday, January 14, 2014 (1st reading of the adoption ordinance) and Tuesday, January 28, 2014 (final reading of the adoption ordinance) at 7 p.m. before the City Council to consider a proposed change to the City's Future Land Use Map. The map amendment would change the Future Land Use designation for the 8.5-acre parcel below from Lake County Regional Office to Residential/Office.



Location: South of S.R. 50 and Hooks Street, west of Citrus Tower Boulevard

Ordinance #2014-03:

An ordinance of the City of Clermont, Florida, adopting the small-scale comprehensive plan amendment for the City of Clermont, Florida, pursuant to the Local Government Comprehensive Planning Act, Chapter 163, Part II, Florida Statutes; setting forth the purpose and intent of the small-scale comprehensive plan amendment; establishing the legal status of the small-scale comprehensive plan amendment; providing a severability clause; and providing an effective date.

The public hearings are in the Council chambers of City Hall, 685 W. Montrose Street, and are open to public comment. Please call (352) 241-7302 if you have any questions.

The proposed amendment may be inspected at the City's planning department (1st floor, City Hall) between 8 a.m. and 5 p.m. Monday-Friday.

Please be advised that under state law, any person deciding to appeal a decision made at the public hearings will need a record of the proceedings and may need to ensure a verbatim record is made.

Persons with disabilities who need assistance should contact the City Clerk's office, (352) 241-7330, at least 48 hours prior to the public hearings.

Tracy Ackroyd, MMC
City Clerk

Daily Commercial
12/24/2013 and 1/14/2014

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date

Tuesday, January 28, 2014

Agenda Item Name

Ordinance No. 2014-01; *Final*

Requested Action

Move to adopt Ordinance No. 2014-01

Staff Report

Ordinance No. 2014-01 is proposed in order to amend the city's current impact fee schedule. The current impact fee schedule has been in effect based on a study performed in 2005. The current study was performed by the firm Public Resources Management Group, Inc. and was presented to the City Council at a workshop on December 3.

The study is proposing the water and fire impact fees be increased, while the wastewater, police and recreation impact fees are proposed to decrease. Currently, the total amount of impact fees charged for a single-family residential classification is $9,284. If the proposed rate schedule is approved, the total amount will be $8,395, resulting in an approximate reduction of 9.58%.

The study is also proposing the application method for the water and wastewater impact fees be changed. Currently, the water and wastewater fees are caculated based on certain business attributes of the customer (the "attribute method"). The proposed method is to determine the water and wastewater fees based on the required water meter size of the customer.

In order to be in compliance with Section 163.31801, Florida Statutes, the proposed effective date for the increased water and fire impact fees will be May 1, 2014. The effective date for the decreased wastewater, police and recreation impact fees will be February 17, 2014.

Legal Impact

Additional Analysis

Fiscal Impact Summary

Fiscal impact is difficult to quantify due to growth, but the combination of the single-family residential classification decrease and the change in application method for water and wastewater fees is expected to result in an overall decrease in total impact fees collected.

Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)

1.	Ordinance No. 2014-01 - Impact Fee Schedule Update	Ordinance 2014-01 - Impact Fee Schedule Update - 1-14-14 - .doc
2.	Impact Fee Draft Study Summary	Impact Fee Draft Study Summary - 12-20-13.pdf
3.	Impact Fee Draft Study	Impact Fee Draft Study - 12-20-13.pdf
4.	Impact Fee Draft Study Fee Schedule	Impact Fee Draft Study Fee Schedule - 12-20-13.pdf
5.	2014-01 Ad	2014-01 Impact Fee.doc

CITY OF CLERMONT
ORDINANCE NO. 2014-01

AN ORDINANCE OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING CODE OF ORDINANCES CHAPTER 2, "ADMINISTRATION" ARTICLE VI, "FINANCIAL MATTERS" DIVISION 2 "IMPACT FEES"; AMENDING SECTION 2-264 "IMPACT FEE SCHEDULE" PROVIDING FOR A NEW IMPACT FEE SCHEDULE; PROVIDING FOR LIBERAL CONSTRUCTION; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE TO THE EXTENT OF SUCH CONFLICT; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

The City Council of the City of Clermont, Lake County, Florida, hereby ordains that:

SECTION 1.

The City of Clermont Code of Ordinances Chapter 2, "Administration", Article VI, "Financial Matters". Division 2, "Impact Fees", Section 2-264 "Impact Fees Schedule" is hereby amended to read as follows: (note strikethrough indicates removed words and underlined indicates added)

Section 2-264. - Impact fee schedule.

(a) The Council hereby adopts and incorporates by reference the Utility and Municipal Impact Fee Study, dated December 20, 2013~~September 19, 2005~~, and the fee schedule incorporated therein, a copy of which is attached hereto and incorporated herein as appendix A and is available from the City Clerk.

(b) If a development approval is requested for a development with mixed unit type, then the fee shall be computed by calculating the number of units of each type and multiplying the results by the appropriate fees on the schedule. When a question arises about which types on the schedule shall apply to the development, the City Manager shall determine which comparable land use type shall apply, or if there is not a comparable land use, then a special study shall be required.

(c) The schedule shall be reviewed periodically and revised as necessary to reflect new data and technical information that substantially affect the calculation of the proportionate fair share of capital costs represented by the schedule.

(d) All impact fees set forth in the Ordinance from which this section derives shall be increased annually due to inflation or other such factors, in order to ensure adequate capital recovery of facility costs. Unless the City Council approves otherwise, the adjustment shall be effective as of October 1 of each year and shall be equal to the then current index pursuant to the Engineering News Record (ENR) Construction Cost Index.

SECTION 2.

The provisions of this Ordinance shall be liberally construed to effectively carry out its purposes in the interest of the public health, safety, welfare and convenience.

SECTION 3.

All ordinances or parts of ordinances of the City of Clermont in conflict with the provisions of this are hereby repealed to the extent of such conflict.

SECTION 4.

The provisions of this Ordinance are severable, and if any section, sentence, clause or phrase hereof is for any reason held to be unconstitutional, invalid or ineffective, such holding shall not affect the validity of the remaining portions of this Ordinance, it being expressly declared to be the City Council's intent that it would have passed the valid portions of this Ordinance without the inclusion therein of any invalid portion or portions.

SECTION 5.

In accordance with the Notice provisions of Section 163.31801, *Florida Statutes,* this Ordinance shall take effect as set forth below:

(a) For Water and Fire and Rescue Services Impact Fees, the newly adopted Utility and Municipal Impact Fee Study shall be effective and applicable May 1, 2014.

(b) For Wastewater, Police, and Recreational Services Impact Fees, the newly adopted Utility and Municipal Impact Fee Study shall be effective and applicable February 17, 2014.

SECTION 6.

This Ordinance has been published as provided by law and it shall become law and take effect as set forth above.

PASSED AND ADOPTED by the City Council of the City of Clermont, Lake County, Florida, this 28th day of January 2014.

CITY OF CLERMONT

____
Mayor Harold S. Turville, Jr.

Attest:

____
Tracy Ackroyd, City Clerk

Approved as to form and legality:

____
Daniel F. Mantzaris, City Attorney

City of Clermont
Gem of the Hills

UTILITY AND MUNICIPAL IMPACT FEE STUDY

Prepared on December 20, 2013

Presented By

PRMG Public Resources Management Group, Inc.

PURPOSE OF THE STUDY

- **Update the Impact Fee Basis and Develop Proposed Impact Fees for Utility and Municipal Services based on Existing & Planned Improvements**

- **Existing and Planned Improvements to serve both Existing and Future Populations of the City equal $228 million**
  - **Water & Wastewater - $156 million**
  - **Police - $13 million**
  - **Fire / Rescue - $14 million**
  - **Recreation - $45 million**

MAJOR OBJECTIVES AND CRITERIA

The Basis for Impact Fees and Related Criteria have been Developed under Florida Case Law

- **Dual Rational Nexus**
  - **Relate Capital Needs to Growth**
  - **Relate Capital Expenditures to Growth**
- **Revenue Producing Ordinance**
- **Maintain Separate Accounting**

RECENT STUDY PRESENTATIONS

- Workshop held December 3, 2013 to review:
  - Service Area Forecast
  - Proposed Water and Wastewater Service Level Changes
  - Water and Wastewater Fee Application Methods
  - Capital Needs Required to Serve Future Growth
  - Preliminary Changes to Existing Fees
- The City then authorized the purchase of the Celebration of Praise Property to be financed over 15 years at 3.05% annual interest costs
  - The proposed agreement resulted in a slightly lower Recreation Impact Fee than previously calculated since lower financing costs are expected over the term of the loan

EXISTING AND PROPOSED RESIDENTIAL IMPACT FEES [*]

	Water / Sewer	Police	Fire	Recreation	Total
Existing	$5,743	$562	$395	$2,584	$9,284
Proposed	5,564	381	462	1,988	8,395
Increase / (Decrease)	($179)	($181)	$67	($596)	($889)

[*] Amounts reflect the typical residential fees per dwelling unit. Fees for water, sewer, police and fire services also apply to non-residential & commercial properties, and such fees are unique to the service requirements for each property. Please refer to the study report for a complete listing of fees for non-residential and commercial properties.

RECOMMENDATIONS

- The City should consider adopting the Proposed Impact Fees as Presented
  - Recommendation lowers the single family water and wastewater levels of service to 480 GPD for water and 220 GPD for wastewater
  - The City should also consider applying the water and wastewater fees per unit for residential and per meter size for commercial development
- The City should continue to Review Fees Periodically
  - Development Trends
  - Capital Needs
  - Cost Allocation Process
- The City should continue to Maintain Separate Accounting for Receipts and Use of Fees

CITY OF CLERMONT, FLORIDA

UTILITY AND MUNICIPAL IMPACT FEE STUDY

DRAFT

December 20, 2013

Public Resources Management Group, Inc.
Utility, Rate, Financial and Management Consultants

Public Resources Management Group, Inc.
Utility, Rate, Financial and Management Consultants

December 20, 2013

PRMG #1179-02

Honorable Mayor and Members of the
City Council
City of Clermont
685 W. Montrose Street
Clermont, FL 34711

Subject: **Utility and Municipal Services Impact Fee Study**

Ladies and Gentlemen:

We have completed our study of the utility and municipal impact fees for water and wastewater services, police services, fire and rescue services, and recreational services for the City of Clermont (the "City") and have summarized the results of our analysis, assumptions, and conclusions in this report, which is submitted for your consideration. This report summarizes the basis for the proposed impact fees in order to provide funds to meet the City's capital expenditure requirements for such services allocable to growth.

During the course of the study, it was determined that the proposed impact fees should meet a number of goals and objectives. These goals and objectives primarily deal with fee sufficiency and level. Specifically, the major objectives considered in this study include:

- The Impact Fees should be sufficient to fund the projected capital requirements associated with providing service to new growth and development;
- The Impact Fees should not be used to fund deficiencies in capital needs of the City, if any; and
- The Impact Fees should be based upon reasonable level of service standards which meet the needs of the City and are similar to industry standards.

The proposed municipal and utility services impact fees presented in this report should meet the above objectives, as identified by the City during this study. As such, based on information provided by the City and the assumptions and considerations reflected in this report, Public Resources Management Group, Inc. considers the proposed fees to be cost-based, reasonable, and representative of the funding requirements of the City.

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We appreciate the cooperation and assistance given to us by the City and its staff in the completion of the study.

Very truly yours,

Public Resources Management Group, Inc.

Henry L. Thomas
Vice President

Murray M. Hamilton, Jr.
Rate Consultant

HLT/dlc

CITY OF CLERMONT, FLORIDA
UTILITY AND MUNICIPAL SERVICES IMPACT FEE STUDY

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CITY OF CLERMONT, FLORIDA
UTILITY AND MUNICIPAL SERVICES IMPACT FEE STUDY

EXECUTIVE SUMMARY AND RECOMMENDATIONS

EXECUTIVE SUMMARY

The purpose of an impact fee is to assign, to the extent practical, growth-related capital costs to those new customers responsible for such costs. To the extent new population growth and associated development imposes identifiable capital costs to municipal services, equity and modern capital funding practices suggest the assignment of such cost to those residents or system users responsible for such costs. The City of Clermont (the "City") has recognized this capital funding strategy as being an appropriate method of funding the certain future capital requirements of the City. The City has, in the past, adopted impact fees for the following municipal and utility services:

- Water and Wastewater Services
- Police Services
- Fire Rescue Services
- Recreation Services

This report addresses the impact fees associated with water and wastewater service, police services, fire and rescue services, and recreational services (collectively, the "Utility and Municipal Services Impact Fees"). The City currently has impact fees for all of these services as noted above. Public Resources Management Group, Inc. (PRMG) was retained to review and develop proposed fees, as appropriate.

Based on the subsequent discussions in this section, the following table summarizes the City's existing to proposed impact fees for the single-family residential classification as follows:

Proposed Residential Impact Fees

	Existing	Proposed
Water and Wastewater	$5,743	$5,564
Police Protection	562	381
Fire and Rescue Protection	395	462
Recreation	2,584	1,988
Total	$9,284	$8,395

The existing and proposed fees shown above for recreation are only charged to residential properties, while fees for water, wastewater, police and fire rescue services are also charged to non-residential properties. The non-residential fees are unique to the service requirements of each property. A detailed discussion on impact fees for both residential and non-residential properties is provided for in subsequent sections of this study report. The following discussion is a summary of the findings and conclusions developed during our investigation, analyses, and preparation of the proposed fees:

1. The permanent residential population of the City based on estimates developed using Census data and growth estimates provided by City staff is estimated at 30,201 in 2013 and is projected to be approximately 42,100 by the end of 2020, for an average annual growth rate of 4.90%. The estimated total number of households is expected to increase from 11,890 (based on 2.54 persons per household today) to 17,516 for a net gain of 5,626 households during the forecast period from 2013 through 2020.

2. Based on discussions with the City's planning department, it is estimated that an additional 2,974,750 square feet of non-residential development is projected to be constructed during the forecast period reflected in this study. Future non-residential development is assumed to be approximately 250 square feet per resident based on historical relationships.

3. The method of impact fee application recommended to the City for the water and wastewater systems is different than the current method utilized for such systems. The City's current method of fee application attempts to differentiate the capacity characteristics of a customer based on certain demographics or business attributes of the customer (the "attribute method"). This approach relies upon specific customer characteristics to estimate each individual customer's capacity needs. For example, the capacity of a restaurant may be based on the number of square feet of the restaurant. Another example of using this method is to estimate the capacity needs for a hotel based on the number of rooms. This method is often used in conjunction with other methods that rely upon specific business attributes for calculating the capacity needs of certain types of customers. Following discussions with City staff, several weakness within the current method were identified including:

   - Customer's ability to estimate his/her expenses to connect to the system;

   - Availability and accuracy of business attribute information before, during and subsequent to development; and

   - Accounting for changes in property use over time.

   Based on these weakness and other considerations discussed in Section 3 of this report, we recommend the City revise its fee application method to a per meter / per unit based approach. With the exception of residential use, which is recommended to be applied on a per unit basis, the meter approach for commercial and other non-residential uses is based on the meter size issued for the development. Essentially, the size of the meter is assumed to be linked to the capacity requirements of a user whereby the higher the usage needs of a customer, the larger the meter size that needs to be installed. This method generally incorporates information published by the American Water Works Association (the M22 manual entitled Sizing Water Service Lines and Meters) and is based on the instantaneous demand capability of each meter. A more thorough discussion related to this fee application is presented in Section 3.

4. The level of service (LOS) standard used for the development of the water and wastewater services impact fee is based on the gallons per day (GPD) required for each equivalent residential unit (ERU). The City's currently adopted LOS for water services is 520.8 GPD (217 gallons per person x 2.4 persons per average ERU) while the LOS for the wastewater system is 350 GPD. However, PRMG recommends reducing the LOS per ERU based on current usage patterns within the City's existing water and wastewater service territory. The proposed LOS per ERU is based on residential water use, excluding irrigation uses, which is proposed to equal 220 GPD per ERU. The LOS is intended to approximate the indoor water use for a typical residential connection and all commercial / non-residential connections expressed on a per meter size basis (the "meter approach" previously defined). For single family properties (except All-Adult Communities), an allowance of 260 GPD is added to the water fee (only) based upon customer irrigation patterns within this class of service.

   In summary, customers of the system are using less water and the proposed reduction in LOS is intended to account for the reduced service level. Because service levels by meter size and property class vary, please refer to Section 3 for a full listing of service levels by class and meter size.

   The proposed standards are consistent with current residential customer usage patterns and were used as the basis for the proposed water and wastewater impact fees. Based on capital costs attributable to growth as outlined in Section 3, the following summarizes the existing and proposed water and wastewater impact fees:

Water and Wastewater Impact Fee [*]

	Per Single Family Dwelling Unit	
	Existing	Proposed
Water	$1,991	$2,125
Wastewater	3,752	3,439
Total	$5,743	$5,564

[*]Derived from Table 3-10.

5. The police and fire impact fees are charged to both residential and non-residential properties. The current application method applies the fees per dwelling unit for the residential class and per 1,000 square feet for most of the non-residential classes (referred to in this report as the Equivalent Impact Fee Units). There are a few, unique non-residential properties where police and fire impact fees are applied on a different basis (i.e., per room, per student, per acre). The recreation impact fee is charged to residential properties only, because the benefit is, generally, ascribed only to the resident. The current application of the recreation impact fee is based on the number of bedrooms per dwelling unit. The utilization of these units for the application of police, fire and recreation fees is common and is used to some degree by all local governments surveyed. No changes to this application method are proposed for the police, fire and recreation fees.

6. The level of service standard used for the development of the police services impact fee is the number of full-time patrol officers per 1,000 population. This standard is commonly used in the establishment of police services impact fees and, for the City, the target level is 2.0 full-time officers per 1,000 residents. This standard is generally consistent with the standards referenced in published state and national guidelines (e.g., Florida Department of Law Enforcement), and is comparable to staffing level ratios for other Florida communities. Based on costs attributable to growth as outlined in Section 4, the following summarizes the proposed police services impact fees:

Police Services Impact Fee [*]

Residential	Measurement	Single Family	Multi-family	Mobile Home
Existing Fee	Dwelling	$562.00	$480.00	$562.00
Proposed Fee	Dwelling	381.00	381.00	381.00

Non-residential	Measurement	Existing	Proposed
General Office	1,000 Sq. Ft.	$410.00	$245.00
Convenience Market	1,000 Sq. Ft.	2,646.00	1,679.00
Restaurant (W/ Drive Through)	1,000 Sq. Ft.	6,688.00	2,471.00
Industrial Park	1,000 Sq. Ft.	197.00	140.00
Manufacturing	1,000 Sq. Ft.	192.00	118.00

[*] Derived from Table 4-5 in this report.

7. The level of service standard used for the development of the fire rescue services impact fee is the maintenance of first response time of four (4) minutes or less per fire and rescue alarm. The resources required to achieve this standard are the City's personnel and firefighting equipment. The City currently has a staffing plan that results in an LOS standard of 1.28 firefighter/rescue personnel per 1,000 population. This standard is generally comparable to staffing level ratios for other Florida communities. Based on costs attributable to growth as outlined in Section 5, the following summarizes the proposed fire and rescue services impact fees:

Fire Services Impact Fee [*]

Residential	Measurement	Single Family	Multi-family	Mobile Home
Existing Fee	Dwelling	$395.00	$335.00	$395.00
Proposed Fee	Dwelling	462.00	462.00	462.00

Non-residential	Measurement	Existing	Proposed
General Office	1,000 Sq. Ft.	$269.00	$371.00
Convenience Market	1,000 Sq. Ft.	1,749.00	2,537.00
Restaurant (W/ Drive Through)	1,000 Sq. Ft.	4,421.00	3,733.00
Industrial Park	1,000 Sq. Ft.	129.00	212.00
Manufacturing	1,000 Sq. Ft.	125.00	178.00

[*] Derived from Table 5-5 in this report.

8. Municipalities typically adopt recreation facilities standards for recreation planning purposes as part of the comprehensive planning process. These standards deal with the types of facilities the City desires for its residents. The City's adopted level of service is currently 10.0 acres per 1,000 population, and the City has various population standards for recreation activities and facilities. The recreation services impact fee proposed herein was predicated on the estimated cost of parkland, facilities, and activities (ball fields, basketball courts, picnic facilities, etc.) required to meet the recreational standards as adopted by the City. These standards and their costs are outlined in Section 6 of this report. Based on the expected costs of these facilities and activities, and the population of the City for which they are constructed to serve, the following summarizes the proposed recreational impact fees:

Recreation Services Impact Fee [*]	
Existing Impact Fee	$2,584
Proposed Impact Fee	$1,988

[*] Derived from Table 6-7 and reflects the fee for a three bedroom single family dwelling unit.

9. The proposed recreation impact fee includes the City's planned purchase of the Celebration of Praise property totaling $6.3 million, which is assumed to be financed over fifteen (15) years at a 3.05% annual interest cost. A portion of the projected annual debt service costs on this loan may be paid with recreation impact fees to the extent the facilities will serve future growth. As of the date of this report, approximately 44% of the proposed facility is estimated to be allocable to existing residents and should be funded with sources other than impact fees, while 56% of the proposed facility is estimated to be available to serve growth and should be funded with impact fees.

The subsequent sections of this report provide a detailed discussions of the existing and proposed impact fees for water, wastewater, police, fire, and recreation services.

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INTRODUCTION

SECTION 1

INTRODUCTION

INTRODUCTION

The City of Clermont (the "City") is located in Lake County (the "County") 25 miles west of the City of Orlando, a major metropolitan area. The City, incorporated in 1916, now comprises 14.44 square miles and provides an array of services to year-round and seasonal residents. The municipal services in demand include water and wastewater management, police and fire protection services, and parks and recreational services. Based on the published Census in 2010, the City's permanent population was 28,742. Based on historical growth trends and discussions with the City's Planning Department, the current estimated population is 30,201 as of 2013. It is anticipated that the City will have significant growth over the next 7-8 years with the City's population reaching 42,100 with approximately 17,516 housing units by 2020 (the "Forecast Period"). In addition to housing, the City anticipates commercial development to continue to support new residents. In order to meet this anticipated growth and development and to maintain current levels of service, the City will need to fund capital improvements to serve such development.

The City's Municipal Services Impact Fees were last updated in 2005. Although the City has indexed such rates annually thereafter, rates need to be reviewed periodically to ensure that such fees reflect current actual investments made to serve growth, and to adequately reflect additional needs required to service new developments. Therefore, the City authorized Public Resources Management Group, Inc. (PRMG) to evaluate the water, wastewater, police, fire, and recreational impact fees.

AUTHORIZATION

PRMG was authorized by the City to evaluate and develop water and wastewater services, police services, fire services, and recreational services impact fees pursuant to a letter agreement between the City and PRMG. The scope of work for this project, as defined in the letter agreement, was to:

1. For each service, review and analyze the capital requirements of the City that are needed to meet the level of service standards for the municipal function. This analysis includes a review of: i) the existing and future facility and equipment inventory of each specific municipal function; ii) service area population and development demographics and future needs; and iii) services provided by class of customers.

2. Where appropriate, develop a fee to be charged to new development in order to recover the capital costs associated with providing municipal services. This analysis includes the apportionment of costs among customer/development classifications, and the development of the fee per equivalent billing unit.

3. Develop a comparison of the impact fees and associated billing attributes for similar charges imposed by other neighboring jurisdictions.

4. Prepare a report that documents our analyses, assumptions, and conclusions for consideration by the City Manager and City Council.

CRITERIA FOR IMPACT FEES

The purpose of an impact fee is to assign, to the extent practical, growth-related capital costs to those new customers that benefit from the facilities funded by such expenditures. To the extent new population growth and associated development imposes identifiable capital costs to municipal services, equity and modern capital funding practices suggest the assignment of such costs to those residents or system users responsible for such costs rather than the existing population base. Generally, this practice has been labeled as "growth paying its own way."

Within the State of Florida, a recently adopted statute authorizes the use of impact fees. The statute was generally developed based on case law before the Florida courts and broad grants of power including the home rule power of Florida counties and municipalities. Section 163.31801 of the Florida Statutes was created on June 14, 2006, and amended in 2009 and 2011. This section is referred to as the "Florida Impact Fee Act." Within this section, the Legislature finds that impact fees are an important source of revenue for local government to use in funding the infrastructure necessitated by new growth. Section 163.31801 of the Florida Statutes, as amended, further provides that an impact fee adopted by ordinance of a county or municipality or by resolution of a special district must, at a minimum:

1. Require that the calculation of the impact fee be based on the most recent and localized data;

2. Provide for accounting and reporting of impact fee revenues and expenditures in a separate accounting fund;

3. Limit administrative charges for the collection of impact fees to actual costs;

4. Require that notice be provided no less than ninety (90) days before the effective date of an ordinance or resolution imposing a new or increased impact fee; and

5. Requires an affidavit addressed to the Auditor General that the utility has complied with this statute.

This section is further reinforced through existing Florida case law and the Municipal Home Rule Powers Act that grants Florida municipalities the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal services, as limited by legislation or as prohibited by state constitution or general law. Florida courts have ruled that the Municipal Home Rule Powers Act grants the requisite power and authority to establish valid impact fees. The authority for Florida governments to implement valid system impact fees is further granted in the Florida Growth Management Act of 1985[1].

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[1] The Act allows for impact fees under land use regulation by stating:

"This section shall be construed to encourage the use of innovative land development regulations which include provisions such as the transfer of development right, incentive and inclusionary zoning, planned unit development, capital charges, and performance zoning."—Florida Statutes, Sec. 163.3202(3).

The initial precedent for impact fees in Florida was set in the Florida Supreme Court decision, *Contractors and Builders Association of Pinellas Authority v. The City of Dunedin, Florida*. In this case, the Court's ruling found that an equitable cost recovery mechanism, such as impact fees, could be levied for a specific purpose by a Florida municipality as a capital charge for services. An impact fee should not be considered as a special assessment or an additional tax. A special assessment is predicated upon an estimated increase in property value as a result of an improvement being constructed in the vicinity of the property. Further, the assessment must be directly and reasonably related to the benefit which the property receives. Conversely, impact fees are not related to the value of the improvement to the property, but rather to the property's use of the public facility and the capital cost thereof.

Until property is put to use and developed, there is no burden upon servicing facilities and the land use may be entirely unrelated to the value or assessment basis of the underlying land. Impact fees are distinguishable from taxes primarily in the direct relationship between amount charged and the measurable quantity of public facilities or service capacity required. In the case of taxation, there is no requirement that the payment be in proportion to the quantity of public services consumed since tax revenue can be expended for any legitimate public purpose.

Based on Section 163.31801 of the Florida Statutes and existing Florida case law, certain conditions are required to develop a valid impact fee. Generally, it is our understanding that these conditions involve the following issues:

1. The impact fee must meet the "dual rational nexus" test. First, impact fees are valid when a reasonable impact or rationale exists between the anticipated need for additional capital facilities and the growth in population. Second, impact fees are valid when a reasonable association, or rational nexus, exists between the expenditure of the impact fee proceeds and the benefits accruing to the growth from those proceeds.

2. The system of fees and charges should be set up so that there is not an intentional windfall to existing users.

3. The impact fee should only cover the capital cost of construction and related costs thereto (engineering, legal, financing, administrative, etc.) for capacity expansions or other additional capital requirements that are required solely due to growth. Therefore, expenses due to rehabilitation or replacement of a facility serving existing customers (e.g., replacement of a capital asset) or an increase in the level of service should be borne by all users of the facility (i.e., existing and future users). Likewise, increased expenses due to operation and maintenance of that facility should be borne by all users of the facility.

4. The City should maintain an impact fee resolution that explicitly restricts the use of impact fees collected. Therefore, impact fee revenue should be set aside in a separate account, and separate accounting must be made for those funds to ensure that they are used only for the lawful purposes described above.

Based on the criteria above, impact fees which will be developed in subsequent sections herein: i) will include only the cost of the capital facilities necessary to serve new customer growth;

ii) will not reflect renewal and replacement costs associated with existing capital assets of the City; and iii) will not include any costs of operation and maintenance of the facilities.

IMPACT FEE METHODS

There are several different methods for the calculation of an impact fee. The calculation is dependent on the type of fee being calculated (e.g., water, police services, recreational services, transportation, etc.), cost and engineering data available, and the availability of other local data such as household and population projections, current levels of service, and other related items. The proposed Municipal Services Impact Fees reflected in this report are predominately based on two separate methods. These two methods are: i) the improvements-driven method; and ii) the standards-driven approach plus some recoupment for existing assets. These methods have been utilized in the development of impact fees for local governments in Florida.

The improvements-driven method is an approach that utilizes a specific list of planned capital improvements over a period of time. For example, the fee may correspond to the level of capital improvements that have been identified in the capital improvements element of the Comprehensive Plan or capital improvement budget of the local government. The standards-driven method does not utilize the cost of improvements based on specific capital budget needs but rather on the theoretical cost of the improvements to the City's capital facilities for incremental development. For example, the standards-driven method for a transportation impact fee would consider the theoretical cost of a mile of a new road by the trip capacity of a mile of road to establish the cost per trip. The primary difference between the two methodologies is how the capital costs, which must be recovered from the application of the fee, are calculated.

Both methodologies have their advantages and disadvantages. The advantages associated with the improvements-driven method include the following:

i. Based solely on budgeted capital improvements, thus providing a definite relationship between the level of fee and need.

ii. The use of fees can be shown to be attributable to growth based on the capital improvement plan utilized in the analysis as opposed to capital deficiencies in the system.

There are several disadvantages associated with the improvements-driven method. Some of the disadvantages include the following:

i. Fee may be based on an intermediate range forecast of capital improvements (e.g., five years) which may not reflect the true level of needs since major capital improvements may be beyond the time frame of the capital forecast.

ii. The fee does not take into account unused capacity at existing facilities which should be allocated to the users of the facilities.

iii. The forecast of capital improvements required for new development is still an estimate of cost and is subject to revisions and updates.

iv. It may be difficult to apportion to cost of specific improvements among present deficiencies, growth, and excess capacity.

With respect to the standards-driven method of determining impact fees, there also exist certain advantages and disadvantages. The advantages include the following:

i. Fee is based on a defined level of service and type of facility and it may be easier to determine the standard cost of the capital facilities associated with such level.

ii. Provides governments with more flexibility in the use of the collected fees in that they can identify future capital needs in advance of establishing the specific capital budget.

iii. The development of the fee does not require a detailed projection of future capital improvements and associated costs and is more applicable to the needs of a small municipality due to constraints of staff and resources.

As one would expect, there are also disadvantages associated with the standards-driven method. The disadvantages include:

i. The capital costs for the impact fee are not associated with anticipated or current capital needs as identified by the City's capital budget, thus increasing the potential of not providing a clear relationship between the fee and its use.

ii. The development of the standard cost for capital facilities is based primarily on engineering, planning, and financial judgment, although this may be somewhat mitigated by the level of service standards included in the Comprehensive Planning Process.

The proposed impact fees herein for the municipal services include the application of both the standards-driven and improvement-driven methods based on the capital facilities required to provide services and meet the City's service level standards. Where appropriate, the blending of both methods occurred and a more complete discussion of the methods used for the determination of the impact fees are presented in Sections 3 through 6.

SUMMARY OF REPORT

In addition to Section 1, this report has been subdivided into five (5) other sections. The following is a brief discussion of the remaining sections included in this report.

Section 2 – Service Area. This section of the report provides a general discussion of the residential and non-residential land use characteristics. Also presented in this section is the forecast of the residential dwelling units and non-residential development that is necessary in the design of the impact fees for the municipal services.

Section 3 – Water and Wastewater Services Impact Fee. This section discusses the development of the proposed connection/impact fee for water and wastewater services, including the capital cost requirements associated with providing these services, the methodology for the determination of the proposed fees, assumptions utilized in the design of the fees, and other factors associated with the fee determination.

Section 4 – Police Services Impact Fee. This section discusses the development of the proposed impact fee for police services, including the capital requirements associated with providing police services, the methodology for the determination of the proposed fees, assumptions utilized in the design of the fees, and other factors associated with the fee determination.

Section 5 – Fire Rescue Services Impact Fee. This section discusses the development of the proposed impact fee for fire protection services, including the capital requirements associated with providing fire protection services, the methodology for the determination of the proposed fees, assumptions utilized in the design of the fees, and other factors associated with the fee determination.

Section 6 – Recreation Impact Fee. This section discusses the development of the recreation impact fee, including the capital requirements associated with providing parks and recreation facilities to the City's residents, the methodology for the determination of the proposed fees, assumptions utilized in the design of the fees, and other factors associated with the fee determination.

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SERVICE AREA

SECTION 2

SERVICE AREA

GENERAL

This section provides a general discussion of the current service area, including population and housing statistics and other demographic information related to land use. Additionally, a discussion of the anticipated growth in population and associated growth in residential dwelling units and non-residential development is also contained in this section.

POPULATION AND DEVELOPMENT FORECAST

Regardless of the approach taken to formulate impact fees, it is necessary to develop a forecast of the population of the City in order to: i) have an appropriate planning horizon to ensure that capital improvement needs and costs are apportioned over a suitable growth segment; ii) link LOS requirements to the capital facility plan; and iii) identify any deficiencies in existing capital facilities related to the LOS standards and current population served.

As shown in Table 2-1 at the end of this section, the City's estimated total population as of 2013 was 30,201. Based on information provided by the City, it is estimated that the total population will approach approximately 42,100 residents by the year 2020. Thus, the population growth anticipated by the City is expected to be significant, approximately 4.90% on an average annual basis through the year 2020.

Historical and Projected Population and Dwelling Units

Year	Total Population	Total Dwelling Units	Average Persons Per Occupied Dwelling Unit
2000 [1]	9,333	4,675	2.29
2010	28,742	11,316	2.54
2013	30,201	11,890	2.54
2020 [2]	42,100	17,516	2.40

[1] Amounts derived from the 2000 and 2010 Census.
[2] Amounts estimated based on information provided by the City's Planning Department.

Based on the assumption of continued commercial development and discussions with the City's Planning Department, the following estimates of future non-residential development were assumed for the purposes of this report:

Estimated Growth in Non-Residential Development (Sq.Ft.)

	Projected 2020 [1]
Sq.Ft. of Building Space	
Commercial	2,974,750

[1] Based on discussion with the City's Planning Department, commercial development has historically averaged 250 square feet per person, and the City expects this trend to continue through 2020.

The anticipated non-residential development reflected above, is based upon the existing non-residential square feet of approximately 7,550,250 or 250 square feet per existing resident. By 2020 it is estimated that the City's population will grow to 42,100 and require commercial and industrial services of approximately 10,525,000 square feet or an increase of 2,974,750 square feet over the forecast period.

To the extent the projections of future development materially changes, it would then be appropriate for the City to re-evaluate the impact fees developed in this report.

PERSONS PER HOUSEHOLD

In order to develop recreational impact fees based on the size of residential properties to estimate the impact on recreational facilities, PRMG evaluated the existing residential units within the City. Table 2-2 at the end of this section provides the detail analyses to estimate the persons per household based on the number of bedrooms for each residential dwelling unit. The following table summarizes the results:

Average Person per Residential Household[*]

Residential Unit	Persons per Unit
0-1 Bedrooms	1.27
2 Bedrooms	1.90
3 Bedrooms	2.54
4 Bedrooms	3.17
5+ Bedrooms	3.80

[*] Derived from Table 2-2.

FUNCTIONAL POPULATION ALLOCATION

In order to update police and fire impact fees by land use, the capital costs needs to be apportioned between residential and non-residential properties. The apportionment is accomplished through a functional population allocation method.

The use of functional population[2] to develop more equitable impact fees has widely been used in Florida since the 1980s and remains a vital tool in estimating service demands between customer classes. Specifically, this methodology is applied to apportion capital costs associated with public facilities, police protection, fire rescue and other municipal services allocable to the non-residential classes.

The concept of functional population is incorporated in order to spread capital costs more equitably between residential and non-residential land-uses. Businesses place demands upon public services in exactly the same manner as residents do, and it is equitable to spread these costs based on the average number of people expected to be present. For residential use, the allocation is calculated per resident based on the average amount of time spent at the residence. The resident's remaining time is then allocated as either an employee and/or visitor to the

[2] Nicholas, Nelson, and Juergensmeyer. A Practitioner's Guide to Development Impact Fees. American Planning Association, 1991.

remaining non-residential classes as determined using traffic generations, estimated employment data, and anticipated operations. The net result is the total number of person hours per location.

Table 2-3 provides the details used to estimate the functional population coefficients. Generally, the following results were observed:

- Residential costs are based on the average amount of time spent at home or approximately 65% for each citizen on average.

- Non-residential costs are based on the remaining time (35%) that each citizen serves as a visitor or employee within the community.

The functional population results were used to update the police and fire services impact fees provided for in Sections 4 and 5 of this report.

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Section 2
City of Clermont
Utility and Municipal Impact Fee Study

List of Tables

Table 2-1
City of Clermont
Utility and Municipal Impact Fee Study

Population Detail and Housing Elements

Line No.	Fiscal Year	Annual Average Rate	Total Population [1] [2]	Total Units	Avg. Pop. per Unit
1	2000		9,333	4,675	2.29
2	2010	11.9%	28,742	11,316	2.54
3	2013	1.7%	30,201	11,890	2.54
4	2015	9.85%	36,441	14,743	2.47
5	2020	2.93%	42,100	17,516	2.40
6	2025	5.12%	54,037	23,140	2.34
7	2030	4.73%	68,099	30,039	2.27
8	Overall 2013 - 2030	4.90%			

Footnotes

[1] As provided by the City within its adopted Comprehensive Plan.

[2] Based on the 2010 U.S. Census and estimates for 2013 as obtained from the U.S. Census Bureau.

Table 2-2
City of Clermont
Utility and Municipal Impact Fee Study

Average Persons Per Household

Line No.	Housing Type	Existing Units [1]	Persons Per Unit	Weighted Units	Weighted Units - %	Population Per Unit	Est. Persons Per Unit
1	Residential Units						
2	0 - 1 Bedroom	733	2.00	1,466	3.1%	930	1.27
3	2 Bedrooms	3,724	3.00	11,172	23.5%	7,084	1.90
4	3 Bedrooms	3,425	4.00	13,700	28.8%	8,687	2.54
5	4 Bedrooms	2,760	5.00	13,800	29.0%	8,751	3.17
6	5+ Bedrooms	1,248	6.00	7,489	15.7%	4,749	3.80
7	Total	11,890	N/A	47,627	100.0%	30,201 [1]	2.54 [1]

Footnotes
[1] Based on the 2010 U.S. Census and estimates for 2013 as obtained from the U.S. Census Bureau.

Table 2-3
City of Clermont
Utility and Municipal Impact Fee Study

Functional Population and Employment Data [1]

Line No.	Land Use Category	Impact Unit	Trip Rate	One-way Trip factor	Average Persons per Vehicle [2]	Persons	Business Operations Hours Operation	Business Operations Shift Coverage	Business Operations Hours per Employee	Number per Day Employees	Number per Day Visitors	Hours per Visitor	Days per Week	Total Available Person Hours	Person Hours on Site	Percent of Total Hours	Functional Pop. Factor
			[a]	[b]	[c]	[d]	[e]	[e]	[e]	[f]	[g]	[h]	[i]	[j]	[k]	[l]	[m]
1	**Residential - per person [3]**	Resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0.648375
	Non-Residential																
2	Water Port / Marine Terminal	Acre	11.93	50%	1.43	8.51	8.00	1.00	8.00	1.00	7.51	1.00	7.00	1,429.68	108.57	7.59%	0.646250
3	Commercial Airport	Flight per Day	104.73	50%	1.43	75.09	4.00	7.82	4.00	7.82	67.27	1.00	7.00	12,615.12	689.85	5.47%	4.106250
4	General Aviation Airport	Flight per Day	1.97	50%	1.44	1.42	2.00	0.14	2.00	0.14	1.28	2.00	7.00	238.56	19.88	8.33%	0.118333
5	Truck Terminal	Acre	81.90	50%	1.37	56.24	8.00	11.72	8.00	11.72	44.52	1.00	7.00	9,448.32	967.96	10.24%	5.761667
6	General Light Industrial	1,000 sf	6.97	50%	1.21	4.21	8.00	2.31	8.00	2.31	1.90	0.25	5.00	707.28	94.78	13.40%	0.564137
7	General Heavy Industrial	1,000 sf	1.50	50%	2.44	1.83	8.00	1.83	8.00	1.83	0.00	0.25	5.00	307.44	73.20	23.81%	0.435714
8	Industrial Park	1,000 sf	6.96	50%	1.24	4.30	8.00	2.08	8.00	2.08	2.22	0.25	5.00	722.40	85.98	11.90%	0.511756
9	Manufacturing	1,000 sf	3.82	50%	1.08	2.07	8.00	1.79	8.00	1.79	0.28	0.25	5.00	347.76	71.95	20.69%	0.428274
10	Warehousing	1,000 sf	3.56	50%	1.27	2.26	8.00	0.92	8.00	0.92	1.34	0.25	5.00	379.68	38.48	10.13%	0.229018
11	Mini-warehousing	1,000 sf	2.50	50%	1.49	1.86	8.00	0.04	8.00	0.04	1.82	0.25	5.00	312.48	3.88	1.24%	0.023065
12	Hotel	Room	8.17	50%	1.31	5.37	24.00	0.57	8.00	1.71	3.66	10.00	7.00	902.16	351.96	39.01%	2.095000
13	All Suites Hotel	Room	4.90	50%	1.23	3.01	24.00	0.50	8.00	1.50	1.51	10.00	7.00	505.68	189.70	37.51%	1.129167
14	Motel	Room	5.63	50%	1.29	3.64	24.00	0.44	8.00	1.32	2.32	10.00	7.00	611.52	236.32	38.64%	1.406667
15	Water Slide Park	Parking Space	2.27	50%	1.45	1.65	8.00	0.10	6.00	0.13	1.52	4.00	7.00	277.20	48.02	17.32%	0.285833
16	Marina	Acre	20.93	50%	1.46	15.26	8.00	1.00	8.00	1.00	14.26	1.00	7.00	2,563.68	155.82	6.08%	0.927500
17	Golf Course	Hole	35.74	50%	1.44	25.65	12.00	1.74	8.00	2.61	23.04	4.00	7.00	4,309.20	791.28	18.36%	4.710000
18	Golf Driving Range	Tee	13.65	50%	1.47	10.05	10.00	0.25	6.00	0.42	9.63	1.50	7.00	1,688.40	118.76	7.03%	0.706875
19	Multipurpose Recreational Facility	Acre	90.38	50%	1.40	63.07	16.00	4.00	6.00	10.67	52.40	2.00	7.00	10,595.76	1,181.74	11.15%	7.034167
20	Bowling Alley	1,000 sf	33.33	50%	1.47	24.44	10.00	1.00	8.00	1.25	23.19	2.00	7.00	4,105.92	394.66	9.61%	2.349167
21	Movie Theater	1,000 sf	78.06	50%	1.47	57.46	10.00	1.47	6.00	2.45	55.01	2.00	7.00	9,653.28	873.04	9.04%	5.196667
22	Tennis Courts	Court	31.04	50%	1.49	23.07	8.00	0.47	8.00	0.47	22.60	2.00	7.00	3,875.76	342.72	8.84%	2.040000
23	Racquet / Tennis Club	Court	38.70	50%	1.48	28.65	8.00	0.85	8.00	0.85	27.80	2.00	7.00	4,813.20	436.80	9.08%	2.600000
24	Health / Fitness Club	1,000 sf	32.93	50%	1.48	24.44	10.00	0.46	8.00	0.58	23.86	1.00	7.00	4,105.92	199.50	4.86%	1.187500
25	Athletic Club	1,000 sf	43.00	50%	1.49	31.99	10.00	0.46	8.00	0.58	31.41	1.00	7.00	5,374.32	252.35	4.70%	1.502083
26	Recreational Community Center	1,000 sf	22.88	50%	1.46	16.70	10.00	0.84	8.00	1.05	15.65	1.00	7.00	2,805.60	168.35	6.00%	1.002083
27	Private School (K-12)	Student	2.48	50%	1.44	1.79	8.00	0.15	8.00	0.15	1.64	8.00	5.00	300.72	71.60	23.81%	0.426190
28	Junior / Community College	Student	1.20	50%	1.43	0.86	8.00	0.08	8.00	0.08	0.78	8.00	5.00	144.48	34.40	23.81%	0.204762
29	University / College	Student	2.38	50%	1.40	1.67	8.00	0.26	8.00	0.26	1.41	8.00	5.00	280.56	66.80	23.81%	0.397619
30	Place of Worship	1,000 sf	9.11	50%	1.45	6.60	8.00	0.52	8.00	0.52	6.08	1.00	7.00	1,108.80	71.68	6.46%	0.426667
31	Day Care Center	1,000 sf	79.26	25%	1.44	28.48	10.00	2.82	10.00	2.82	25.66	8.00	5.00	4,784.64	1,167.40	24.40%	6.948810
32	Cemetery	Acre	4.73	50%	1.48	3.51	8.00	0.08	8.00	0.08	3.43	1.00	5.00	589.68	20.35	3.45%	0.121131
33	Lodge / Fraternal Organization	Member	0.29	50%	1.45	0.21	8.00	0.01	8.00	0.01	0.20	1.00	5.00	35.28	1.40	3.97%	0.008333
34	Hospital	1,000 sf	16.50	50%	1.15	9.51	24.00	3.17	8.00	9.51	0.00	2.00	7.00	1,597.68	532.56	33.33%	3.170000
35	Nursing Home	1,000 sf	7.58	50%	1.09	4.15	24.00	1.16	8.00	3.48	0.67	2.00	7.00	697.20	204.26	29.30%	1.215833
36	Clinic	1,000 sf	31.45	50%	1.33	20.89	12.00	4.06	8.00	6.09	14.80	2.00	7.00	3,509.52	548.24	15.62%	3.263333
37	General Office Building	1,000 sf	11.01	50%	1.23	6.79	8.00	3.32	8.00	3.32	3.47	1.00	5.00	1,140.72	150.15	13.16%	0.893750
38	Corporate Headquarters Building	1,000 sf	7.98	50%	1.12	4.47	8.00	3.42	8.00	3.42	1.05	1.00	5.00	750.96	142.05	18.92%	0.845536
39	Single Tenant Office Building	1,000 sf	11.57	50%	1.25	7.26	8.00	3.20	8.00	3.20	4.06	1.00	5.00	1,219.68	148.30	12.16%	0.882738
40	Medical / Dental Office Building	1,000 sf	36.13	50%	1.40	25.31	8.00	4.05	8.00	4.05	21.26	1.00	5.00	4,252.08	268.30	6.31%	1.597024

Table 2-3
City of Clermont
Utility and Municipal Impact Fee Study

Functional Population and Employment Data [1]

Line No.	Land Use Category	Impact Unit	Trip Rate	One-way Trip factor	Average Persons per Vehicle [2]	Persons	Business Operations: Hours Operation	Business Operations: Shift Coverage	Business Operations: Hours per Employee	Number per Day: Employees	Number per Day: Visitors	Hours per Visitor	Days per Week	Total Available Person Hours	Person Hours on Site	Percent of Total Hours	Functional Pop. Factor
			[a]	[b]	[c]	[d]	[e]	[e]	[e]	[f]	[g]	[h]	[i]	[j]	[k]	[l]	[m]
41	Office Park	1,000 sf	11.42	50%	1.25	7.12	8.00	3.26	8.00	3.26	3.86	1.00	5.00	1,196.16	149.70	12.52%	0.891071
42	Research and Development Center	1,000 sf	8.11	50%	1.18	4.79	8.00	2.93	8.00	2.93	1.86	1.00	5.00	804.72	126.50	15.72%	0.752976
43	Business Park	1,000 sf	12.76	50%	1.28	8.17	8.00	3.16	8.00	3.16	5.01	1.00	5.00	1,372.56	151.45	11.03%	0.901488
44	Building Materials and Lumber Store	1,000 sf	45.16	50%	1.44	32.62	12.00	1.41	6.00	2.82	29.80	0.75	7.00	5,480.16	274.89	5.02%	1.636250
45	Free-Standing Discount Superstore	1,000 sf	53.13	50%	1.43	38.10	12.00	1.98	6.00	3.96	34.14	0.75	7.00	6,400.80	345.56	5.40%	2.056875
46	Specialty Retail Center	1,000 sf	44.32	50%	1.42	31.49	12.00	1.98	6.00	3.96	27.53	0.75	7.00	5,290.32	310.85	5.88%	1.850313
47	Free-Standing Discount Store	1,000 sf	57.24	50%	1.44	41.18	12.00	1.98	6.00	3.96	37.22	0.75	7.00	6,918.24	361.73	5.23%	2.153125
48	Hardware / Paint Store	1,000 sf	51.29	50%	1.47	37.62	12.00	0.96	6.00	1.92	35.70	0.75	7.00	6,320.16	268.07	4.24%	1.595625
49	Nursery / Garden Center	Acre	96.21	50%	1.46	70.23	8.00	4.35	8.00	4.35	65.88	0.75	7.00	11,798.64	589.47	5.00%	3.508750
50	Nursery Wholesale	Acre	19.50	50%	1.46	14.26	8.00	0.83	8.00	0.83	13.43	0.75	7.00	2,395.68	116.99	4.88%	0.696354
51	Shopping Center [4]	1,000 sf	42.94	50%	1.47	31.49	12.00	0.80	6.00	1.61	29.88	0.75	7.00	5,290.32	224.49	4.24%	1.336250
52	Factory Outlet Center [4]	1,000 sf	26.59	50%	1.45	19.23	12.00	0.80	6.00	1.61	17.62	0.75	7.00	3,230.64	160.13	4.96%	0.953125
53	New Car Sales	1,000 sf	33.34	50%	1.46	24.31	8.00	1.58	8.00	1.58	22.73	1.00	6.00	4,084.08	212.22	5.20%	1.263214
54	Automobile Parts Sales	1,000 sf	61.91	50%	1.44	44.68	12.00	1.98	6.00	3.96	40.72	1.00	7.00	7,506.24	451.36	6.01%	2.686667
55	Tire Store	1,000 sf	24.87	50%	1.47	18.24	12.00	0.47	6.00	0.94	17.30	1.00	7.00	3,064.32	160.58	5.24%	0.955833
56	Tire Superstore	1,000 sf	20.36	50%	1.46	14.85	12.00	0.47	6.00	0.94	13.91	1.00	7.00	2,494.80	136.85	5.49%	0.814583
57	Supermarket	1,000 sf	102.24	50%	1.48	75.65	12.00	1.16	6.00	2.32	73.33	0.75	7.00	12,709.20	482.42	3.80%	2.871563
58	Convenience Market	1,000 sf	737.99	50%	1.50	552.83	18.00	0.50	6.00	1.50	551.33	0.25	7.00	92,875.44	1,027.83	1.11%	6.118021
59	Convenience Market with Gasoline Pumps	1,000 sf	845.60	50%	1.50	633.54	18.00	0.50	6.00	1.50	632.04	0.25	7.00	106,434.72	1,169.07	1.10%	6.958750
60	Discount Supermarket	1,000 sf	96.82	50%	1.48	71.59	12.00	1.16	6.00	2.32	69.27	0.75	7.00	12,027.12	461.11	3.83%	2.744688
61	Wholesale Market	1,000 sf	6.73	50%	1.28	4.32	12.00	0.82	6.00	1.64	2.68	0.75	7.00	725.76	82.95	11.43%	0.493750
62	Discount Club	1,000 sf	41.80	50%	1.44	30.20	12.00	1.30	6.00	2.60	27.60	0.75	7.00	5,073.60	254.10	5.01%	1.512500
63	Home Improvement Superstore	1,000 sf	29.80	50%	1.44	21.50	12.00	0.96	6.00	1.92	19.58	0.75	7.00	3,612.00	183.44	5.08%	1.091875
64	Electronic Superstore	1,000 sf	45.04	50%	1.42	32.03	12.00	1.98	6.00	3.96	28.07	0.75	7.00	5,381.04	313.69	5.83%	1.867188
65	Discount Home Furnishings Superstore	1,000 sf	20.00	50%	1.33	13.25	12.00	1.98	6.00	3.96	9.29	0.75	7.00	2,226.00	215.09	9.66%	1.280313
66	Apparel Store	1,000 sf	66.40	50%	1.45	48.05	12.00	1.98	6.00	3.96	44.09	0.75	7.00	8,072.40	397.79	4.93%	2.367813
67	Arts and Crafts Store	1,000 sf	56.55	50%	1.44	40.66	12.00	1.98	6.00	3.96	36.70	0.75	7.00	6,830.88	359.00	5.26%	2.136875
68	Pharmacy / Drugstore (No Drive Through)	1,000 sf	90.06	50%	1.45	65.21	16.00	1.98	6.00	5.28	59.93	0.25	7.00	10,955.28	326.64	2.98%	1.944271
69	Pharmacy / Drugstore (With Drive Through)	1,000 sf	88.16	50%	1.45	63.78	16.00	1.98	6.00	5.28	58.50	0.25	7.00	10,715.04	324.14	3.03%	1.929375
70	Furniture Store	1,000 sf	5.06	50%	1.35	3.42	12.00	0.42	6.00	0.84	2.58	0.75	7.00	574.56	48.83	8.50%	0.290625
71	Walk-in Bank	1,000 sf	148.15	50%	1.47	108.99	8.00	4.79	8.00	4.79	104.20	0.25	5.00	18,310.32	321.85	1.76%	1.915774
72	Drive-in Bank	1,000 sf	148.15	50%	1.47	108.99	8.00	4.79	8.00	4.79	104.20	0.25	5.00	18,310.32	321.85	1.76%	1.915774
73	Quality Restaurant [4]	1,000 sf	89.95	50%	1.44	64.95	18.00	1.89	6.00	5.68	59.27	1.00	7.00	10,911.60	653.45	5.99%	3.889583
74	High-Turnover Restaurant (Sit-down) [4]	1,000 sf	127.15	50%	1.46	92.85	18.00	1.89	6.00	5.68	87.17	0.75	7.00	15,598.80	696.20	4.46%	4.144063
75	Fast-food Restaurant without Drive Through [4]	1,000 sf	716.00	50%	1.49	534.49	18.00	1.89	6.00	5.68	528.81	0.50	7.00	89,794.32	2,089.40	2.33%	12.436875
76	Fast-food Restaurant with Drive Through [4]	1,000 sf	496.12	50%	1.49	369.58	18.00	1.89	6.00	5.68	363.90	0.50	7.00	62,089.44	1,512.21	2.44%	9.001250
77	Quick Lubrication Vehicle Shop	Service Position	40.00	50%	1.49	29.89	10.00	0.15	6.00	0.25	29.64	0.50	7.00	5,021.52	114.24	2.28%	0.680000
78	Gasoline / Service Station	Pump Position	168.56	50%	1.50	126.22	18.00	0.15	6.00	0.45	125.77	0.25	7.00	21,204.96	239.00	1.13%	1.422604
79	Gasoline / Service Station w/ Convenience Market	Pump Position	162.78	50%	1.50	121.89	18.00	0.15	6.00	0.45	121.44	0.25	7.00	20,477.52	231.42	1.13%	1.377500
80	Gasoline / Service Station w/ Convenience Market & Car Wash	Pump Position	152.84	50%	1.50	114.43	18.00	0.15	6.00	0.45	113.98	0.25	7.00	19,224.24	218.37	1.14%	1.299792
81	Self-serve Car Wash	Wash Stall	108.00	50%	1.50	81.00	8.00	0.00	8.00	0.00	81.00	0.50	7.00	13,608.00	283.50	2.08%	1.687500

Table 2-3
City of Clermont
Utility and Municipal Impact Fee Study

Functional Population and Employment Data [1]

Line No.	Land Use Category	Impact Unit	Trip Rate	One-way Trip factor	Average Persons per Vehicle [2]	Persons	Business Operations: Hours Operation	Business Operations: Shift Coverage	Business Operations: Hours per Employee	Number per Day: Employees	Number per Day: Visitors	Hours per Visitor	Days per Week	Total Available Person Hours	Person Hours on Site	Percent of Total Hours	Functional Pop. Factor
			[a]	[b]	[c]	[d]	[e]	[e]	[e]	[f]	[g]	[h]	[i]	[j]	[k]	[l]	[m]

[1] Source: "A Practitioner's Guide to Development Impact Fees", Nicholas, Nelson, and Juergensmeyer, 1991, p. 114

[a] ITE Manual
[b] This factor is used to divide the trip rate in half which provides the basis for estimating persons per day per impact unit.
[c] As calculated below.
[d] Estimated person = [a] x [b] x [c]
[e] Shift coverage estimated based on trips per employee. Hours of operation and employee shifts assumed based on typical operating conditions.
[f] Calculated based upon the estimated operations of the entity.
[g] Estimated visitors = [d] - [e]
[h] Estimated hours per visitor per trip.
[i] Average days per week per employee.
[j] Total available person hours = [d] x 7days x 24hours
[k] Estimated person hours on site = ([e] x [g] x [i]) + ([f] x [h] x [i])
[l] Percent of Total Hours = [k] / [j]
[m] Functional Population = [l] x [d]

[2] Estimated Occupants per Vehicle based on recent census data:

Total Workers	16,559
Percent Carpooling	8.0%
Workers Carpooled	1,325
Workers Not Carpooled	15,234
Total Vehicles	15,897
Estimated Workers per Vehicle	1.04
Estimated Visitors per Vehicle	1.50

[3] Residential population converted to Functional Population based upon the following assumptions related to recent census data:

Estimated Population (2011)	29,126
Percent of Eligible Workers	62.0%
Available Workforce	18,058
Percent Unemployed	8.3%
Total Workers	16,559
Hours Available per Day	24.00
Total Hours	699,024
Hours per Day at Residence - Workday	12.00
Average Hours per Day at Residence - Workforce	13.71
Total Workforce Hours at Residence	227,024
Average Hours per Day at Residence - Non-workforce	18.00
Total Non-workforce Hours at Residence	226,206
Total Hours at Residence	453,230
Total Hours as Employee and/or Visitor	245,794
Percent of Total Hours at Residence	0.6484

[4] Trip data per employee not available. Shift coverage based on "2003 Commercial Buildings Energy Consumption Survey", Energy Information Administration, Table B-1.

WATER AND WASTEWATER IMPACT FEES

SECTION 3

WATER AND WASTEWATER IMPACT FEES

GENERAL

This section of the report summarizes the basis for the development of the City's proposed water and wastewater impact fees. Included in this section is a discussion of the design and calculation of the proposed water and wastewater impact fees for consideration by the City.

DESIGN OF IMPACT FEES

The review of the water and wastewater impact fees is based on the improvements-driven approach. In calculating the proposed fees there are two significant components that are addressed. These two components include: i) the level of service to be assigned to the applicants that request system capacity; and ii) the level or amount of capital cost to be recovered from a new applicant requesting service. Both of these components influence the level of the impact fee charged expressed on an equivalent residential unit (ERU) basis, excluding irrigation services. As will be discussed later in this section, a separate allowance for outdoor irrigation is recommended for single family residential water use.

Generally, there are two different methods of developing water and wastewater impact fees. The "average" method is based on total system assets and capabilities available to serve new growth (including existing and future expansion), while the "incremental" method is based upon the cost of the next increment of capacity including only additional assets or expansion capacity needed to serve new growth. The incremental method takes into consideration future capital investment and capacity additions as identified in the City's water and wastewater capital improvements plan. Since the water and wastewater systems contain existing assets and capabilities that also have capacity available to serve future growth and the City has also prepared a Master Plan to further improve and expand such systems to serve new customers, it was determined that the average method is the appropriate method to calculate the cost of water and wastewater treatment capacity required to serve new growth.

EXISTING IMPACT FEES

The City currently charges a water impact fee equal to $1,991 per single family ERU based on the capital costs of the utility system's capacity for treatment and transmission/distribution of potable water. The City also charges a wastewater impact fee equal to $3,752 per single family ERU based on the capital costs of the utility system's capacity for wastewater treatment and collection of wastewater. The reasons for using impact fees as a source of utility capital funding include the following:

1. To defray the capital cost of constructing new utility facilities necessitated by growth;

2. To shift the financial burden of constructing new utility facilities to the new residents for whose benefit the facilities will be built; and

3. To maintain, to the extent possible, existing utility rates while funding a portion of capital costs associated with growth.

The existing water and wastewater impact fees were adopted in 2005 pursuant to City Ordinance which sets forth the purpose of the fees, the level of fees charged to new applicants requesting water and wastewater service, and other parameters related to the administration of impact fees. The water and wastewater impact fees are currently applied on an ERU basis, which reflects a unit of measure that approximates the average demand or capacity requirements of a single-family residential customer. The ERU concept defines all other types of customers as a percentage or a multiple of a single-family residence on the basis of the estimated water consumption (and/or wastewater flow) of such customers relative to residential service levels. The City has indexed such fees annually since adoption in 2005 based on the Engineering News Record Construction Cost Index.

LEVEL OF SERVICE REQUIREMENTS

In the evaluation of the capital facility needs for providing water and wastewater utility services, it is important that a level of service (LOS) standard be developed. Pursuant to Section 163.3164, Florida Statutes, the "level of service" means an indicator of the extent or degree of service provided by, or proposed to be provided by a facility based on and related to the operational characteristics of the facility. Level of service shall indicate the capacity per unit of demand for each public facility or service. Essentially, the level of service standards are established in order to ensure that adequate capacity will be provided for future development and for purposes of issuing development orders or permits, pursuant to Section 163.3202(2)(g) of the Florida Statutes. As further stated in the Statutes, each local government shall establish a LOS standard for each public facility located within the boundary for which such local government has authority to issue development orders or permits. Such LOS standards are set for each individual facility or facility type and not necessarily on a system-wide basis.

For water and wastewater service, the level of service that is commonly used in the industry is the amount of capacity allocable to an equivalent residential unit (ERU) expressed as the amount of usage (gallons) allocated on an average daily basis. This allocation of capacity represents the amount of capacity allocable to an ERU, whether or not such capacity is actually used (commonly referred to as "readiness to serve"). As previously mentioned, an ERU is representative of the average capacity required to serve a typical individually-metered residential account. In considering the City's water service, a separate distinction is made between an ERU excluding outdoor irrigation and a single-family ERU, which is proposed to include an allowance for irrigation use. The single family residential class represents the largest group of customers served by the City, and it represents the single largest group of irrigation accounts within the service territory.

The City's existing LOS for water and wastewater service per single family ERU is 520.8 and 350.0 GPD, respectively. Based upon a review of actual customer billing requirements and discussions with staff, it is currently recommended that the LOS per single family ERU be reduced to 480 and 220 GPD for water and wastewater service, respectively. Specifically, the 480 GPD of water allowance is estimated to provide up to 220 GPD for indoor residential water use and an additional 260 GPD for irrigation purposes. This allowance for irrigation is important, because when developing the water impact fees for other property types (non-single family developments) no such allowance or charge for irrigation is appropriate. Based on discussions with the City staff, non-single family properties are generally required to develop a local well for irrigation purposes; therefore, only the 220 GPD LOS for indoor use is ascribed to those properties since such irrigation use is not probable. To the extent the City requires a second (2nd) water meter for irrigation for non-single family accounts, a separate water only impact fee should then be collected. The application of this approach is described in detail later in this section.

INVESTMENT IN EXISTING CAPITAL FACILITIES

The City maintains a significant investment in the existing water and wastewater systems. Such assets are used to produce, treat, and distribute potable water to customers and to collect, treat, and dispose of wastewater. As discussed previously, the existing investment in facilities currently has some capacity available to serve future customers; therefore, an allocated portion of the cost of these assets is included in the impact fees.

The City constructed and currently maintains a number of water and wastewater treatment plants and has a significant investment in transmission and distribution lines. As shown in Table 3-1, the following reflects the City's existing investment in the water and wastewater systems:

	Water System	Wastewater System
Treatment Plants	$21,071,474	$37,823,202
Disposal Facilities	0	2,850,223
Lift Stations	0	6,822,309
Transmission/Collection	4,075,118	2,950,324
Investment in Existing Facilities [*]	$25,146,592	$50,446,058

[*] Reflects gross assets allocable for impact fee determination derived from Table 3-1.

The amounts shown above total $75.6 million and comprise approximately 86% of the total utility system assets currently in service. Such assets which were excluded from fee determination include contributed assets such as on-site facilities, certain vehicles and equipment funded from rates, and meter services paid by customer fees. The assets assumed to be contributed total approximately $9.9 million and were estimated based on a review of utility lines by line size shown in Tables 3-2 and 3-3 at the end of this section. It was assumed that all distribution and collection lines less than 10 inches in diameter should be excluded from the transmission system costs, and thus, reflect credit for any contributed assets that may occur.

PROJECTED CAPITAL NEEDS

The City maintains a long-range capital improvement program (CIP) for its water and wastewater systems as shown in Table 3-4, which totals $61.9 million. In addition, the City completed a master plan that looks at project needs beyond the initial five (5) year horizon contained in Table 3-4. These additional projects must be considered when evaluating the average existing and future costs to serve new growth. The five (5) year capital plan and the long range master plan projects are shown in Tables 3-5 and 3-6 for the water and wastewater systems, respectively. The following improvements were considered:

- Water System Capital Improvement
  - Water Main Extensions
  - West Side Water Treatment Plant Construction
  - Expansion of Water Reclamation Mains

- Wastewater System Capital Improvement
  - Expansion of Water Reclamation Facility (Wastewater Treatment)
  - Construction Reclaimed Water Reservoir
  - Construction of Lift Stations and Force Mains

The City will also incur significant expenditures for renewals and replacements; however, no such costs are included in the proposed impact fees, which is consistent with impact fee criteria as established by Florida case law. As shown in Table 3-5, the City is projected to invest approximately \$20.9 million in the water system. Table 3-6 reflects the City's projected investment in the wastewater system of approximately \$53.1 million, which will expand wastewater treatment capacity by 4.0 MGD.

DESIGN OF WATER IMPACT FEE

The development of the proposed water impact fee per gallon of water capacity is presented in Table 3-7. As shown in Table 3-9, the proposed water impact fee for each single family ERU, including irrigation, is \$2,125. This represents an increase in the fee of \$134 or 6.7% above the current fee per single family ERU. The reason for this decrease is due to the decrease in level of service assumed from 520.8 GPD to 480 GPD, which includes 260 GPD for single family irrigation uses. The proposed fees reflect system costs to serve growth based on actual service requirements, including irrigation needs for single family service.

In the development of the proposed water impact fees, several assumptions were utilized or incorporated in the analysis. The major assumptions utilized in the design of the proposed water impact fees are:

1. The level of service for a single family ERU was estimated based on actual customer billings and discussions with City staff. The LOS per single family ERU (excluding All-Adult Communities) is proposed to be 480 GPD, which includes 220 GPD for indoor use and 260 GPD for single family irrigation uses. As shown in Table 3-9, only the indoor use allowance of 220 GPD was considered when evaluating other property types since such developments are not generally allowed a separate irrigation meter. Instead, such developments are required to put in a well for irrigation use.

2. The existing water production and treatment facilities have capacity available to serve new customer growth and are essential in providing such service. Table 3-7 presents the historical cost of existing production and treatment facilities plus planned improvements needed to serve growth. Based upon the recommended LOS for the water system of 480 GPD per single family ERU with irrigation and 220 GPD per ERU without irrigation ERU, the existing facilities have approximately 44.4% of total capacity available to serve new growth.

3. The water transmission system capacity is difficult to ascertain except at "build out" conditions; therefore, the total assets including planned expansions were evaluated against the current capacity levels or 10.983 MGD, expressed on an average daily flow (ADF) basis.

4. For calculation of the impact fee, no existing or planned capital facility costs associated with onsite facilities were included in the fee.

As shown on Table 3-7, the proposed water impact fee was calculated on a blend of historical and future capital costs for the water production and treatment facilities and historical and future costs of the transmission system facilities. By designing the water system impact fee to recover certain costs on a prospective basis, an attempt is made to design a charge that will provide funds to help meet the future capital needs of the water system. It should be noted that in the event the construction costs, capacity requirements, or utility service area materially change, the water impact fee may need to be adjusted accordingly.

As shown on Tables 3-7 and 3-9, the proposed water impact fee is $974 per ERU, excluding irrigation and $2,125 for all single family ERUs with irrigation.

DESIGN OF WASTEWATER IMPACT FEE

As shown in Table 3-8, the proposed impact fee for the wastewater system is $3,439 per ERU. For wastewater service, all use is deemed to be returned to the wastewater plants; therefore, no distinction between irrigation needs is necessary. The proposed fee of $3,439 per ERU represents a $313 decrease in the existing fee or 8.3%. The reason for the decrease is due to the reduction in level of service assumed from 350 GPD to 220 GPD, which reflects current water use for indoor purposes based on a review of actual customer billings.

In the development of the proposed wastewater impact fee, several assumptions were utilized or incorporated in the analysis. The major assumptions utilized in the design of the proposed wastewater impact fees are:

1. The level of service for a wastewater ERU was assumed to be 220 gallons per day (gpd) expressed on an average daily flow basis based on a review of actual customer bills and discussions with staff.

2. The existing wastewater treatment facilities have capacity available to serve new customer growth and are essential in providing such service. Table 3-8 presents the historical cost of existing treatment facilities plus planned improvements. Based upon the proposed LOS for the wastewater system of 220 GPD per ERU, the existing facilities which are expandable to 8.0 MGD, have approximately 72.57% of total capacity available to serve new growth.

3. The capital improvements identified previously and reflected in Table 3-6 will provide an expansion capacity of approximately 4.0 MGD, which will expand the current plant from 4.0 MGD to 8.0 MGD. The costs associated with this expansion are estimated at $30.5 million as shown in Table 3-6 and included in the fee determination on Table 3-8.

4. The wastewater collection system capacity is difficult to ascertain except under "build-out" conditions. Based on the current infrastructure in place and improvements within the next five (5) years, such investment was compared against the existing wastewater service capacity or 4.0 MGD.

5. For calculation of the impact fee, no existing or planned capital facility costs associated with onsite facilities were included in the fee.

As shown on Table 3-8, the proposed impact fee was calculated on a blend of historical and future costs for wastewater treatment facilities and historical and future costs of the disposal and collection system available to serve future growth. By designing the system impact fee to recover costs on this basis, an attempt is made to design a charge that will provide funds on a reasonable basis in order to meet the future capacity needs of the wastewater system. It should be noted that in the event the capacity requirements or costs materially change from what was reflected, the wastewater impact fee may need to be adjusted accordingly.

As shown on Tables 3-8 and 3-9, the proposed wastewater impact fee is recommended to be $3,439 per ERU.

FEE APPLICATION

With respect to the application of impact fees a variety of methods are used by Florida utilities; meter-based, attribute-based, and fixture-based. Based on our experience in working with utilities in Florida and throughout the State, the following is a summary of impact fee application procedures.

1. For impact fees charged to individually-metered residential accounts (single-family), such accounts are generally considered as one (1) equivalent residential unit (ERU). An equivalent residential unit represents the average water or wastewater demand expressed on an average gallons per day basis utilized by a typical single-family residence. Generally due to administrative concerns, all individually-metered residential customers are considered to be one (1) ERU. However, some utilities further differentiate the single family residential class by square footage, number of bedrooms within the residence or meter size serving the account recognizing the trade-off between a higher degree of equity in fee application versus the administrative cost. It should be noted that this class of customers represents the majority of connections made to most utility systems.

2. The impact fees charged for master metered residential customers (connections which serve a multiple of residential dwelling units with the usage measured through a single meter), institutional, and commercial or general service customers generally are structured to vary in order to recognize differences in the usage/capacity characteristics of such customers. Essentially, those customers that require a higher level of plant capacity (i.e., have greater usage requirements) will pay a higher impact fee. The specific method for calculating the fee to be charged to such non-single family residential connections varies based on the practices and policies of each utility. The various practices with respect to determining non-single family residential ERUs include:

a. For the master metered residential connections, many utilities consider these customers as residential use and base impact fees on the number of dwelling units served behind the meter. Generally, the ERU factor applied to each multi-family dwelling unit is expressed as a multiple of single-family ERU (e.g., 0.7 ERCs per dwelling unit) with such factor not being greater than 1.0 ERU per dwelling unit. In some instances, however, no differentiation is made between master metered residential accounts or commercial accounts with the size of the service (e.g., meter size) dictating the implied capacity requirements and impact fee level.

b. For commercial and institutional customers, many utilities, including the City, attempt to differentiate the capacity characteristics of a customer based on certain demographics or business attributes of the customer. This approach relies upon specific customer characteristics to estimate each individual customer's capacity needs. For example, the capacity of a restaurant may be based on the number of square feet of the restaurant. Another example of using this method is to estimate the capacity needs for a hotel based on the number of rooms. Also, a number of utilities base the estimate of individual customer capacity needs on a fixture count of the physical number of taps and drains located in the customer's premises and estimated flow per fixture based on amounts published in the Standard Plumbing Code. This method is often used in conjunction with other methods that rely upon specific business attributes for calculating the capacity needs of certain types of customers.

c. Another approach for the determination of the impact fees for the various service connections is the use of meter or service size equivalents in the determination of customer capacity needs. Essentially the size of the meter is assumed to be linked to the capacity requirements of a user whereby the higher the usage needs of a customer, the larger the size of the meter that needs to be installed for service. This method generally incorporates information published by the American Water Works Association (the M22 manual entitled Sizing Water Service Lines and Meters) and is usually based on the instantaneous demands capable of such meter. This methodology, while easy to administer, does not account for the potential usage diversity among customers being served by larger meters (e.g., two different customers with the same meter size often have significant differences in capacity needs).

The method of impact fee application recommended to the City for the water and wastewater systems is different than the current method utilized for such systems. The City's current method of fee application attempts to differentiate the capacity characteristics of a customer based on certain demographics or business attributes of the customer; the Attribute Method as was describe above. This approach relies upon specific customer characteristics to estimate each individual customer's capacity needs. This method is often used in conjunction with other methods that rely upon specific business attributes for calculating the capacity needs of certain types of customers. Following discussions with City staff, several weaknesses within the current method were identified including:

- Customer's ability to estimate his/her expenses to connect to the system;

- Availability and accuracy of business attribute information before, during and subsequent to development; and

- Accounting for changes in property use over time.

Based on these weakness and other considerations, PRMG recommends the City revise its fee application method to a per meter / per unit based approach. With the exception of residential use, which is recommended to be applied on a per unit basis, the Meter Approach for commercial and other non-residential uses is based on the meter size issued for the development. Essentially, the size of the meter is assumed to be linked to the capacity requirements of a user whereby the higher the usage needs of a customer, the larger the meter size that needs to be installed. This method generally incorporates information published by the American Water Works Association (the M22 manual entitled Sizing Water Service Lines and Meters) and is based on the instantaneous demands of each meter. The following table summarizes the proposed fees as shown in Table 3-9:

Proposed Impact Fees for Water and Wastewater Service

	Water Impact Fees		Wastewater Impact Fees		
Description	Service Level (gpd)	Amount Charged	Service Level (gpd)	Amount Charged	Total Impact Fees Charged
Existing Impact Fee per Gallon		$3.829		$10.720	$14.549
Proposed Impact Fee per Gallon		$4.427		$15.632	$20.059
Increase (Decrease) – $		$0.598		$4.912	$5.510
Increase (Decrease) – %		15.6%		45.8%	37.9%
<u>Single Family (Except All-Adult Communities)</u>					
All Meters [1]	480	$2,125	220	$3,439	$5,564
<u>Qualified All-Adult Community</u>					
Up to 3 Bedrooms – All Meters [1]	322	$1,424	147	$2,304	$3,728
4 or More Bedrooms – All Meters [1]	480	$2,125	220	$3,439	$5,564
<u>Multi-family</u>					
Per Unit [2]	154	$682	154	$2,407	$3,089
<u>Commercial [2]</u>					
3/4" Meter	220	$974	220	$3,439	$4,413
1" Meter	550	$2,435	550	$8,598	$11,033
1.5" Meter	1,100	$4,870	1,100	$17,195	$22,065
2" Meter	1,760	$7,792	1,760	$27,512	$35,304
3" Meter	3,300	$14,610	3,300	$51,585	$66,195
4" Meter	5,500	$24,350	5,500	$85,975	$110,325
6" Meter	11,000	$48,700	11,000	$171,950	$220,650
8" Meter	17,600	$77,920	17,600	$275,120	$353,040
10" Meter	25,300	$112,010	25,300	$395,485	$507,495

[1] The proposed water fee includes an allowance for irrigation use; therefore, no fee is required when a separate irrigation meter is issued.
[2] Amounts for the water fee do not include an allowance for irrigation use. Based on discussions with City staff, the City generally requires that a well be constructed for common area irrigation. To the extent a separate meter is issued, a second water impact fee should be collected based on the meter size. No additional wastewater impact fee is collected for the 2nd meter used for irrigation purposes.

COMPARISON WITH OTHER UTILITIES

In order to provide additional information regarding the competitiveness of the proposed impact fees, a comparison of the recommended fees with similar fees charged by neighboring jurisdictions was prepared. This comparison is summarized on Tables 3-10 for the water and wastewater systems. The comparison reflects a standard equivalent residential unit (ERU) which is typical for the fees charged to an individually-metered single-family residential connection, and comprises the majority of connections, served by both the City and the surveyed public utilities included in the comparison.

It is important to note that no in-depth analysis has been performed to determine the methods used in the development of the impact fees imposed by others, nor has any analysis been made to determine whether 100% of the cost of new facilities is recovered from capital facility charges, or some percentage less than 100% with the balance being recovered through user charges. Additionally, no analysis was conducted as to the type of utility plant facilities (treatment process, level of service, etc.) currently in service or planned for the surveyed utility. For example, the costs of wastewater effluent disposal utilizing a deep injection well system or reclaimed water distribution system generally have a higher capital cost per unit of capacity than surface water discharge. Additionally, utilities that have a poor quality water supply (which is contrary to the City) generally will have increased capital costs associated with higher levels or degrees of water treatment (e.g., reverse osmosis).

As shown on Tables 3-10, the proposed water and wastewater impact fees for the City are comparable with similar fees charged by other neighboring utilities.

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Section 3
City of Clermont
Water and Wastewater Impact Fee Analysis

List of Tables

Table 3-1
City of Clermont
Water and Wastewater Impact Fee Analysis

Summary of Water and Wastewater Fixed Assets [1]

Line No.	Function	Fixed Assets at Original Cost Water	Fixed Assets at Original Cost Wastewater
	Assets Included in the Impact Fee		
1	Treatment Plant	$21,071,474	$37,823,202
2	Transmission Lines [2] [3]	4,075,118	2,950,324
3	Disposal Facilities	0	2,850,223
4	Lift Stations	0	6,822,309
5	Total Embedded Costs Included in the Impact Fee Analysis	$25,146,592	$50,446,058
	Assets Excluded from the Impact Fee		
6	Meter Services	$2,095,402	$0
7	Distribution / Collection Lines [2] [3]	4,520,354	5,397,578
8	Vehicles & Equipment	402,949	295,534
9	Total Embedded Costs Excluded from the Impact Fee Analysis	$7,018,705	$5,693,112
10	**Total Fixed Assets**	$32,165,297	$56,139,170
11	**Total System Assets**	$88,304,467	

Footnotes:

[1] Estimated Assets as reported by the City as of September 30, 2013.

[2] For the purposes of allocating reclaimed water resource costs, all costs associated with reclaimed water transmission & distribution are reflected in the water assets. All reclaimed water assets associated with treatment and storage remain in the wastewater treatment costs.

[3] Based on the existing asset records of the City, information on specific distribution and collection lines that should be excluded from impact fee determination was not available. Therefore the following adjustments were made to segregate the total transmission costs from the distribution and collection related costs:

	Fixed Assets at Original Cost Water	Fixed Assets at Original Cost Wastewater
Transmission & Distribution/Collection System	$8,595,472	$8,347,902
Percent Allocable to Back-bone Transmission [*]	47%	35%
Amount Allocable to Back-bone Transmission	$4,075,118	$2,950,324
Amount Allocable to Distribution/Collection	$4,520,354	$5,397,578

[*] The water and wastewater transmission system was estimated based on mains greater than 8 inches in diameter as derived from Tables 3-2 and 3-3.

Table 3-2
City of Clermont
Water and Wastewater Impact Fee Analysis

Distribution/Transmission Main Allocator - Water System

Line No.	Size of Pipe (diameter)	Weighted Allocation [1] Total Length (ft.)	Weighted Allocation [1] Percent of Total
	Distribution Mains [2]		
1	1 "	9,335	
2	1 1/2 "	6,335	
3	2 "	195,964	
4	4 "	84,518	
5	6 "	2,820,591	
6	8 "	2,310,857	
7	Total Distribution	5,427,599	52.6%
	Transmission Mains		
8	10 "	1,061,115	
9	12 "	2,015,177	
10	16 "	1,511,777	
11	20 "	239,448	
12	24 "	65,488	
13	Total Transmission	4,893,005	47.4%
14	Total T/D Mains	10,320,604	100.0%

Footnotes:

[1] Amounts shown reflect the product of the linear miles of line and each line size or diameter.

[2] Distribution System assumed to include all service lines less than 10 inches in diameter.

Table 3-3
City of Clermont
Water and Wastewater Impact Fee Analysis

Collection/Transmission Main Allocator - Wastewater System

Line No.	Size of Pipe (diameter)	Gravity Mains Weighted Length (ft.in.)	Gravity Mains Percent of Total	Force Mains Weighted Length (ft.in.)	Force Mains Percent of Total	Total Mains [1] Weighted Length (ft.in.)	Total Mains [1] Percent of Total
	Collection Mains [2]						
1	6 "	45,230		0		45,230	
2	8 "	6,035,767		0		6,035,767	
3	Total Collection Mains	6,080,996	89.54%	0	0.00%	6,080,996	64.7%
	Transmission Mains						
4	2 "	0		743		743	
5	3 "	0		52,916		52,916	
6	4 "	0		103,243		103,243	
7	6 "	0		305,721		305,721	
8	8 "	0		375,504		375,504	
9	10 "	140,931		194,167		335,098	
10	12 "	178,042		642,492		820,533	
11	15 "	170,967		0		170,967	
12	16 "	0		327,303		327,303	
13	18 "	78,823		0		78,823	
14	24 "	0		219,143		219,143	
15	30 "	141,968		0		141,968	
16	36 "	0		122,286		122,286	
17	42 "	0		269,634		269,634	
18	Total Transmission	710,730	10.46%	2,613,152	100.00%	3,323,882	35.3%
19	Total Mains	6,791,726	100.00%	2,613,152	100.00%	9,404,878	100.0%

Footnotes:

[1] Amounts shown reflect the product of the linear miles of line and each line size or diameter.

[2] Collection System assumed to include all service lines less than 10 inches in diameter.

Table 3-4
City of Clermont
Water and Wastewater Impact Fee Analysis

Summary of Capital Improvement Program

Line No.	Description	Allocation Water	Allocation Wastewater	Funding Source	Projected Fiscal Year Ending September 30, 2014	2015	2016	2017	2018	Total
	CAPITAL IMPROVEMENT PROGRAM									
	WATER									
1	East and West Water Interconnect	100%	0%	WFOB	$500,000	$0	$0	$0	$0	$500,000
2	Water System Improvements	100%	0%	WFOB	100,000	100,000	100,000	100,000	100,000	500,000
3	West Elevated Storage Tank Rehabilitation	100%	0%	WFOB	525,000	0	0	0	0	525,000
4	West Water Main Replacement	100%	0%	WFOB	1,360,000	500,000	500,000	500,000	500,000	3,360,000
5	Additional Vehicles	100%	0%	WFOB	17,000	0	0	0	0	17,000
6	Replacement Vehicles	100%	0%	WFOB	82,000	40,000	40,000	40,000	40,000	242,000
7	Water Extension to the Sector Plan	100%	0%	WFOB	1,475,000	0	0	0	0	1,475,000
8	East Water Main Looping	100%	0%	WIF	0	600,000	0	0	0	600,000
9	East Water Main Looping	100%	0%	WFOB	0	0	550,000	500,000	500,000	1,550,000
10	West WTP Construction	100%	0%	WFOB	0	0	0	0	11,000,000	11,000,000
11	Sunburst WTP Expansion	100%	0%	WFOB	0	0	0	0	1,500,000	1,500,000
12	TOTAL WATER				$4,059,000	$1,240,000	$1,190,000	$1,140,000	$13,640,000	$21,269,000
	WASTEWATER									
13	Force Main Replacement and Renewal	0%	100%	SFOB	0	300,000	300,000	300,000	300,000	$1,200,000
14	Replacement Vehicles	0%	100%	SFOB	26,000	40,000	40,000	40,000	40,000	186,000
15	Sewer Extension to the Sector Plan	0%	100%	SFOB	1,500,000	0	0	0	0	1,500,000
16	Sewer System Construction Improvements	0%	100%	SFOB	50,000	50,000	50,000	500,000	50,000	700,000
17	Pump Replacements	0%	100%	SFOB	50,000	50,000	50,000	500,000	50,000	700,000
18	Manhole Repair and Rehabilitation	0%	100%	SFOB	50,000	50,000	50,000	500,000	50,000	700,000
19	Lining of Mains and Laterels	0%	100%	SFOB	120,000	120,000	120,000	120,000	120,000	600,000
20	Reclaimed Main Installation	0%	100%	SFOB	0	500,000	1,500,000	500,000	500,000	3,000,000
21	Reclaimed Main Installation	0%	100%	SIF	200,000	0	0	0	0	200,000
22	Lift Station Upgrades	0%	100%	SFOB	400,000	100,000	500,000	0	0	1,000,000
23	Lift Station Upgrades	0%	100%	SFOB	0	0	0	700,000	500,000	1,200,000
24	WWTF Expansion	0%	100%	SIF	0	100,000	100,000	0	0	200,000
25	WWTF Expansion - 2.0 MGD AADF Expansion	0%	100%	SFOB	0	0	0	14,000,000	0	14,000,000
26	Regional Lift Station and Force Main	0%	100%	SFOB	0	2,500,000	0	0	0	2,500,000
27	Regional Lift Station and Force Main	0%	100%	SFOB	0	0	0	2,000,000	0	2,000,000
28	Reuse Storage Pond/Pumps	0%	100%	SFOB	0	0	0	0	11,000,000	11,000,000
29	TOTAL WASTEWATER				$2,396,000	$3,810,000	$2,710,000	$19,160,000	$12,610,000	$40,686,000
30	**TOTAL CAPITAL IMPROVEMENT PROGRAM**				$6,455,000	$5,050,000	$3,900,000	$20,300,000	$26,250,000	$61,955,000
	FUNDING SOURCES									
31	Water Impact Fees			WIF	$0	$600,000	$0	$0	$0	$600,000
32	Sewer Impact Fees			SIF	200,000	100,000	100,000	0	0	400,000
33	Utility Fees			UF	0	0	0	0	0	0
34	Utility Fees and Water Impact Fees			UF-WIF	0	0	0	0	0	0
35	Utility Fees and Sewer Impact Fees			UF-SIF	0	0	0	0	0	0
36	Water Fund Operating Budget			WFOB	4,059,000	640,000	1,190,000	1,140,000	13,640,000	20,669,000
37	**TOTAL FUNDING SOURCES**				$4,259,000	$1,340,000	$1,290,000	$1,140,000	$13,640,000	$21,669,000

Table 3-4
City of Clermont
Water and Wastewater Impact Fee Analysis

Summary of Capital Improvement Program

Line		Allocation		Funding	Projected Fiscal Year Ending September 30,					
No.	Description	Water	Wastewater	Source	2014	2015	2016	2017	2018	Total
	ALLOCATION BY UTILITY SYSTEM									
	WATER SYSTEM ALLOCATED COSTS									
	Capital Improvement Projects									
38	East and West Water Interconnect	100%	0%	WFOB	$500,000	$0	$0	$0	$0	$500,000
39	Water System Improvements	100%	0%	WFOB	100,000	100,000	100,000	100,000	100,000	500,000
40	West Elevated Storage Tank Rehabilitation	100%	0%	WFOB	525,000	0	0	0	0	525,000
41	West Water Main Replacement	100%	0%	WFOB	1,360,000	500,000	500,000	500,000	500,000	3,360,000
42	Additional Vehicles	100%	0%	WFOB	17,000	0	0	0	0	17,000
43	Replacement Vehicles	100%	0%	WFOB	82,000	40,000	40,000	40,000	40,000	242,000
44	Water Extension to the Sector Plan	100%	0%	WFOB	1,475,000	0	0	0	0	1,475,000
45	East Water Main Looping	100%	0%	WIF	0	600,000	0	0	0	600,000
46	East Water Main Looping	100%	0%	WFOB	0	0	550,000	500,000	500,000	1,550,000
47	West WTP Construction	100%	0%	WFOB	0	0	0	0	11,000,000	11,000,000
48	Sunburst WTP Expansion	100%	0%	WFOB	0	0	0	0	1,500,000	1,500,000
49	**Total Community Investment Projects**				$4,059,000	$1,240,000	$1,190,000	$1,140,000	$13,640,000	$21,269,000
50	**TOTAL WATER SYSTEM ALLOCATED COSTS**				$4,059,000	$1,240,000	$1,190,000	$1,140,000	$13,640,000	$21,269,000
	WASTEWATER SYSTEM ALLOCATED COSTS									
	Capital Improvement Projects									
51	Force Main Replacement and Renewal	0%	100%	SFOB	$0	$300,000	$300,000	$300,000	$300,000	$1,200,000
52	Replacement Vehicles	0%	100%	SFOB	26,000	40,000	40,000	40,000	40,000	186,000
53	Sewer Extension to the Sector Plan	0%	100%	SFOB	1,500,000	0	0	0	0	1,500,000
54	Sewer System Construction Improvements	0%	100%	SFOB	50,000	50,000	50,000	500,000	50,000	700,000
55	Pump Replacements	0%	100%	SFOB	50,000	50,000	50,000	500,000	50,000	700,000
56	Manhole Repair and Rehabilitation	0%	100%	SFOB	50,000	50,000	50,000	500,000	50,000	700,000
57	Lining of Mains and Laterels	0%	100%	SFOB	120,000	120,000	120,000	120,000	120,000	600,000
58	Reclaimed Main Installation	0%	100%	SFOB	0	500,000	1,500,000	500,000	500,000	3,000,000
59	Reclaimed Main Installation	0%	100%	SIF	200,000	0	0	0	0	200,000
60	Lift Station Upgrades	0%	100%	SFOB	400,000	100,000	500,000	0	0	1,000,000
61	Lift Station Upgrades	0%	100%	SFOB	0	0	0	700,000	500,000	1,200,000
62	WWTF Expansion	0%	100%	SIF	0	100,000	100,000	0	0	200,000
63	WWTF Expansion - 2.0 MGD AADF Expansion	0%	100%	SFOB	0	0	0	14,000,000	0	14,000,000
64	Regional Lift Station and Force Main	0%	100%	SFOB	0	2,500,000	0	0	0	2,500,000
65	Regional Lift Station and Force Main	0%	100%	SFOB	0	0	0	2,000,000	0	2,000,000
66	Reuse Storage Pond/Pumps	0%	100%	SFOB	0	0	0	0	11,000,000	11,000,000
67	**Total Capital Improvement Projects**				$2,396,000	$3,810,000	$2,710,000	$19,160,000	$12,610,000	$40,686,000
68	**TOTAL WASTEWATER SYSTEM ALLOCATED COSTS**				$2,396,000	$3,810,000	$2,710,000	$19,160,000	$12,610,000	$40,686,000
69	**TOTAL WATER AND WASTEWATER SYSTEMS**				$6,455,000	$5,050,000	$3,900,000	$20,300,000	$26,250,000	$61,955,000

Table 3-4
City of Clermont
Water and Wastewater Impact Fee Analysis

Summary of Capital Improvement Program

Line No.	Description	Allocation Water	Allocation Wastewater	Funding Source	Projected Fiscal Year Ending September 30, 2014	2015	2016	2017	2018	Total
	FUNDING SOURCES									
	Funding Sources - Water System									
70	Water Impact Fees			WIF	$0	$600,000	$0	$0	$0	$600,000
71	Utility Fees			UF	0	0	0	0	0	0
72	Utility Fees and Water Impact Fees			UF-WIF	0	0	0	0	0	0
73	Water Fund Operating Budget			WFOB	4,059,000	640,000	1,190,000	1,140,000	13,640,000	20,669,000
74	Total				$4,059,000	$1,240,000	$1,190,000	$1,140,000	$13,640,000	$21,269,000
	Funding Sources - Wastewater System									
75	Sewer Impact Fees			SIF	$200,000	$100,000	$100,000	$0	$0	$400,000
76	Utility Fees			UF	0	0	0	0	0	0
77	Utility Fees and Sewer Impact Fees			UF-SIF	0	0	0	0	0	0
78	Sewer Fund Operating Budget			SFOB	2,196,000	3,710,000	2,610,000	19,160,000	12,610,000	40,286,000
79	Total				$2,396,000	$3,810,000	$2,710,000	$19,160,000	$12,610,000	$40,686,000
	Funding Sources - Combined Systems									
80	Water Impact Fees			WIF	$0	$600,000	$0	$0	$0	$600,000
81	Sewer Impact Fees			SIF	200,000	100,000	100,000	0	0	400,000
82	Utility Fees			UF	0	0	0	0	0	0
83	Utility Fees and Water Impact Fees			UF-WIF	0	0	0	0	0	0
84	Utility Fees and Sewer Impact Fees			UF-SIF	0	0	0	0	0	0
85	Water & Sewer Fund Operating Budget			W/SFOB	6,255,000	4,350,000	3,800,000	20,300,000	26,250,000	60,955,000
86	**TOTAL FUNDING SOURCES**				$6,455,000	$5,050,000	$3,900,000	$20,300,000	$26,250,000	$61,955,000

Table 3-5
City of Clermont
Water and Wastewater Impact Fee Analysis

Allocation of Planned Water Capital Improvements

Line No.	Project Description	Estimated Capital Cost [1]	Additions	Total Estimated Capital Cost	Adjustments	Net Amount For Future Expenditures	Cost Allocation: Existing	Cost Allocation: Future	Existing - Functional Category: Supply and Treatment	Existing - Functional Category: Storage, Pumping & Transmission	Future - Functional Category: Supply and Treatment	Future - Functional Category: Storage, Pumping & Transmission
	Water System											
	Capital Improvement Program [1]											
1	East and West Water Interconnect	$500,000	$0	$500,000	$0	$500,000	100.00%	0.00%	$0	$500,000	$0	$0
2	Water System Improvements	500,000	0	500,000	0	500,000	100.00%	0.00%	0	500,000	0	0
3	West Elevated Storage Tank Rehabilitation	525,000	0	525,000	0	525,000	100.00%	0.00%	525,000	0	0	0
4	West Water Main Replacement	3,360,000	0	3,360,000	(3,360,000) [2]	0	100.00%	0.00%	0	0	0	0
5	Additional Vehicles	17,000	0	17,000	(17,000) [2]	0	100.00%	0.00%	0	0	0	0
6	Replacement Vehicles	242,000	0	242,000	(242,000) [2]	0	100.00%	0.00%	0	0	0	0
7	Water Extension to the Sector Plan	1,475,000	0	1,475,000	0	1,475,000	0.00%	100.00%	0	0	0	1,475,000
8	East Water Main Looping	600,000	0	600,000	0	600,000	0.00%	100.00%	0	0	0	600,000
9	East Water Main Looping	1,550,000	0	1,550,000	0	1,550,000	100.00%	0.00%	0	1,550,000	0	0
10	West WTP Construction	11,000,000	0	11,000,000	0	11,000,000	100.00%	0.00%	11,000,000	0	0	0
11	Sunburst WTP Expansion	1,500,000	0	1,500,000	0	1,500,000	100.00%	0.00%	1,500,000	0	0	0
12	**Total Water System**	$21,269,000	$0	$21,269,000	($3,619,000)	$17,650,000			$13,025,000	$2,550,000	$0	$2,075,000
13	**Reclaimed Water Projects**											
14	**Capital Improvement Program [3]**											
15	Reclaimed Main Installation	$0	$3,000,000	$3,000,000	$0	$3,000,000	100.00%	0.00%	$0	$3,000,000	$0	$0
16	Reclaimed Main Installation	0	200,000	200,000	0	200,000	0.00%	100.00%	0	0	0	200,000
17	**Total Reclaimed Water System**	$0	$3,200,000	$3,200,000	$0	$3,200,000			$0	$3,000,000	$0	$200,000
18	**Total Capital Projects**	$21,269,000	$3,200,000	$24,469,000	($3,619,000)	$20,850,000			$13,025,000	$5,550,000	$0	$2,275,000

Footnotes:

[1] Amounts derived from Table 3-4.

[2] Amounts reflect relacements of existing infrastructure or small equipment needs which were excluded from the impact fee calculation.

[3] Amounts derived from Table 3-6 as previously allocated to the wastewater system by the City.

Table 3-6
City of Clermont
Water and Wastewater Impact Fee Analysis

Allocation of Planned Wastewater Capital Improvements

Line No.	Project Description	Estimated Capital Cost to Build-out	Additions	Total Estimated Capital Cost	Adjustments	Net Amount For Future Expenditures	Cost Allocation Existing	Cost Allocation Future	Existing - Functional Category Treatment/ Disposal	Existing - Functional Category Transmission	Future - Functional Category Treatment/ Disposal	Future - Functional Category Transmission
	Wastewater Projects											
	Capital Improvement Program [1]											
1	Force Main Replacement and Renewal	$1,200,000	$0	$1,200,000	($1,200,000) [2]	$0	100.00%	0.00%	$0	$0	$0	$0
2	Replacement Vehicles	186,000	0	186,000	(186,000) [2]	0	100.00%	0.00%	0	0	0	0
3	Sewer Extension to the Sector Plan	1,500,000	0	1,500,000	0	1,500,000	0.00%	100.00%	0	0	0	1,500,000
4	Sewer System Construction Improvements	700,000	0	700,000	0	700,000	100.00%	0.00%	700,000	0	0	0
5	Pump Replacements	700,000	0	700,000	(700,000) [2]	0	100.00%	0.00%	0	0	0	0
6	Manhole Repair and Rehabilitation	700,000	0	700,000	(700,000) [2]	0	100.00%	0.00%	0	0	0	0
7	Lining of Mains and Laterels	600,000	0	600,000	(600,000) [2]	0	100.00%	0.00%	0	0	0	0
8	Reclaimed Main Installation	3,000,000	0	3,000,000	(3,000,000) [3]	0	100.00%	0.00%	0	0	0	0
9	Reclaimed Main Installation	200,000	0	200,000	(200,000) [3]	0	0.00%	100.00%	0	0	0	0
10	Lift Station Upgrades	1,000,000	0	1,000,000	0	1,000,000	100.00%	0.00%	0	1,000,000	0	0
11	Lift Station Upgrades	1,200,000	0	1,200,000	0	1,200,000	0.00%	100.00%	0	0	0	1,200,000
12	WWTF Expansion	200,000	0	200,000	0	200,000	100.00%	0.00%	200,000	0	0	0
13	WWTF Expansion - 2.0 MGD AADF Expansion	14,000,000	0	14,000,000	0	14,000,000	100.00%	0.00%	14,000,000	0	0	0
14	Regional Lift Station and Force Main	2,500,000	0	2,500,000	0	2,500,000	100.00%	0.00%	0	2,500,000	0	0
15	Regional Lift Station and Force Main	2,000,000	0	2,000,000	0	2,000,000	100.00%	0.00%	0	2,000,000	0	0
16	Reuse Storage Pond/Pumps	11,000,000	0	11,000,000	0	11,000,000	100.00%	0.00%	11,000,000	0	0	0
17	**Total Wastewater System**	$40,686,000	$0	$40,686,000	($6,586,000)	$34,100,000			$25,900,000	$5,500,000	$0	$2,700,000
18	**Conceptual Projects [4]**											
19	2.0 MGD AADF Expansion	16,490,000	2,473,500 [5]	18,963,500	0	18,963,500	100.00%	0.00%	18,963,500	0	0	0
22	**Total Wastewater System**	$16,490,000	$2,473,500	$18,963,500	$0	$18,963,500			$18,963,500	$0	$0	$0
23	**Total Capital Projects**	$57,176,000	$2,473,500	$59,649,500	($6,586,000)	$53,063,500			$44,863,500	$5,500,000	$0	$2,700,000

Footnotes:

[1] Amounts derived from Table 3-4.

[2] Amounts reflect relacements of existing infrastructure or small equipment needs which were excluded from the impact fee calculation.

[3] Amounts allocated to the water system in Table 3-5.

[4] Amounts derived from the City's Master Plan. The existing wastewater treatment plant is expandable to 8.0 MGD.

[5] Based on the City's Master Plan, 15% was assumed for engineering and administrative costs associated with the plant expansion.

Table 3-7
City of Clermont
Water and Wastewater Impact Fee Analysis

Development of Water System Impact Fee

Line No.	Description	Amount
	Total Estimated Cost of Existing & Future Water Production and Treatment Facilities:	
1	Cost of Existing Facilities [1]	$21,071,474
2	Additional Borrowing Costs - Existing [2]	2,945,965
3	Additional Costs Capitalized - CIP [3]	13,025,000
4	Less Receipt of Grant Funds [4]	0
5	Subtotal Water Production and Treatment Facilities	$37,042,439
6	Existing Capacity of Plant Facilities (MGD) (ADF) [5]	10.983
7	Existing Average Daily Flow (MGD) (ADF) [6]	6.105
8	ERC Factor - (GPD) (ADF) [7]	220.0
9	Estimated ERUs Permitted to be Served by Future Facilities	49,923
10	Percent of Capacity Available for Growth	44.41%
11	Allocation of Existing & Future Facilities to Incremental Growth	$16,451,302
12	Rate per ERU of Treatment Facilities	$742.00
	Primary Transmission System:	
13	Existing Facilities [8]	$4,075,118
14	Additional Costs Capitalized - CIP [9]	7,825,000
15	Less Receipt of Grant Funds [4]	(340,000)
16	Total Primary Transmission Facility Costs	$11,560,118
17	Total Estimated ERUs served by Transmission Facilities [10]	49,923
18	Net Rate per ERU of Primary Transmission Facilities	$231.56
19	Total Combined Rate per ERU After Rate Adjustment	$973.55
20	**Rounded Rate per ERU**	$974.00
21	Cost Per Gallon	$4.427

ADF = Average Daily Flow
MDF = Maximum Daily Flow
ERU = Equivalent Residential Unit
GPD = Gallons per Day

Footnotes continued on the following page.

Table 3-7
City of Clermont
Water and Wastewater Impact Fee Analysis

Development of Water System Impact Fee

Footnotes:

[1] Amount based on Table 3-1 and reflects water production and treatment assets currently in service.

[2] Amount reflects interest costs associated with the issuance of existing debt as derived as follows:

Total Financing Costs - Series 2009 Water and Sewer Bonds	$8,183,236
Percent Allocable to Water System	36%
Amount Allocable to Water System	$2,945,965

[3] Amount derived from Table 3-5 and reflects the planned upgrades to the existing water production and treatment facilities.

[4] Total cost of facilities is reduced by grants and other outside funding sources, if any, as provided by the City.

[5] Amount reflects the design capacity of the existing and planned facilities expressed on an average daily flow basis (ADF) estimated as follows:

	Plant Capacity
East Side	
Greater Hills Facility - MGD (MDF)	8.842
Sunburst Well Facility - MGD (MDF)	9.500
Sub-total East Side - MGD (MDF)	18.342
West Side	
West Side WTP (Consolidated) - MGD (MDF)	4.756
Sub-total West Side - MGD (MDF)	4.756
Total Existing Water Treatment Capacity - MDG (MDF)	23.098
Historical Peak to Average Ratio	2.10
Water Treatment Capacity - MDG (ADF)	10.983

[6] Amount estimated based on discussions from staff and actual water production data for Fiscal Year 2011.

[7] Amount reflects the City's current level of service for each ERU, Equivalent Residential Connection, on an average daily flow basis.

[8] Amount based on Table 3-1 and reflects existing water transmission assets currently in service.

[9] Amount derived from Table 3-5 and reflects the recognized upgrades to the water transmission system.

[10] Amount assumes transmission capacity is consistent with the existing and estimated future water treatment capacity.

Table 3-8
City of Clermont
Water and Wastewater Impact Fee Analysis

Development of Wastewater System Impact Fee

Line No.	Description	Amount
	Total Estimated Cost of Existing & Future Wastewater Treatment & Disposal Facilities:	
1	Cost of Existing & Future Facilities [1]	$40,673,425
2	Additional Borrowing Costs [2]	5,237,271
3	Additional Costs Capitalized - CIP [3]	44,863,500
4	Less Receipt of Grant Funds [4]	(1,664,926)
5	Subtotal Wastewater Treatment and Disposal Facilities	$89,109,270
6	Future Plant Capacity (MGD) (AADF) [5]	8.000
7	Projected Average Daily Flow (MGD) (AADF) [6]	2.195
8	ERC Factor - (GPD) (ADF) [7]	220.0
9	Estimated ERUs to be Served by Facilities	36,364
10	Percent Remaining Capacity of Facilities	72.57%
11	Allocation of Facilities to Incremental Growth	$64,665,148
12	Rate per ERC Associated with Existing & Future Facilities	$2,450.50
	Primary Transmission System and Pump Stations:	
13	Existing Facilities [9]	$9,772,633
14	Additional Costs Capitalized - CIP [10]	8,200,000
15	Less Receipt of Grant Funds [4]	0
16	Total Primary Transmission Facility Costs	$17,972,633
17	Estimated ERUs Served by Existing Facilities [11]	18,182
18	Estimated Future ERUs served by Collection Facilities [11]	0
19	Total Estimated ERUs served by Collection Facilities [11]	18,182
20	Net Rate per ERU of Primary Transmission Facilities	$988.49
21	Total Combined Rate per ERU After Rate Adjustment	$3,438.99
22	**Rounded Rate per ERU**	$3,439.00
23	Cost Per Gallon	$15.632
	MDF = Maximum Daily Flow	
	ADF = Average Daily Flow	
	ERU = Equivalent Residential Unit	
	GPD = Gallons per Day	

Footnotes continued on the following page.

Table 3-8
City of Clermont
Water and Wastewater Impact Fee Analysis

Development of Wastewater System Impact Fee

Footnotes:

[1] Amount based on Table 3-1 and reflects wastewater treatment assets currently in service.

[2] Amount reflects interest costs associated with the issuance of existing debt as derived as follows:

Total Financing Costs - Series 2009 Water and Sewer Bonds	$8,183,236
Percent Allocable to Wastewater System	64%
Amount Allocable to Wastewater System	$5,237,271

[3] Amount derived from Table 3-6 and reflects the planned upgrades to the existing wastewater treatment facilities.

[4] Total cost of facilities is reduced by grants and other outside funding sources, if any, as provided by the City.

[5] Amount reflects the design capacity of the expanded facilities (up to 8.0 MGD) on an annual average daily flow basis (AADF).

[6] Amount estimated based on discussions from staff and actual treatment flow data for Fiscal Year 2011.

[7] Amount reflects the City's current level of service for each ERU, Equivalent Residential Connection, on an average daily flow basis.

[8] Amount derived from Table 3-6 and reflects expansion related additions to the wastewater treatment facilities.

[9] Amount based on Table 3-1 and reflects existing wastewater transmission and pump station assets currently in service.

[10] Amount derived from Table 3-6 and reflects the recognized upgrades to the wastewater transmission system and pump stations.

[11] Amount assumes transmission capacity is consistent with the existing wastewater treatment capacity or 4.0 MGD (AADF).

Table 3-9
City of Clermont
Water and Wastewater Impact Fee Analysis

Proposed Impact Fees for Water and Wastewater Service

		Water Impact Fees		Wastewater Impact Fees		
Line No.	Description	Service Level (gpd)	Amount Charged	Service Level (gpd)	Amount Charged	Total Impact Fees Charged
1	Existing Impact Fee per Gallon		$3.829		$10.720	$14.549
2	Proposed Impact Fee per Gallon		$4.427		$15.632	$20.059
3	Increase (Decrease) - $		$0.598		$4.912	$5.510
4	Increase (Decrease) - %		15.6%		45.8%	37.9%
	Single Family (Except All-Adult Communities)					
5	All Meters [1]	480	$2,125	220	$3,439	$5,564
	Qualified All-Adult Community					
6	Up to 3 bedrooms - All Meters [1]	322	$1,424	147	$2,304	$3,728
7	4 or more bedrooms - All Meters [1]	480	$2,125	220	$3,439	$5,564
	Multi-family					
8	Per Unit [2]	154	$682	154	$2,407	$3,089
	Commercial [2]					
9	3/4" Meter	220	$974	220	$3,439	$4,413
10	1" Meter	550	$2,435	550	$8,598	$11,033
11	1.5" Meter	1,100	$4,870	1,100	$17,195	$22,065
12	2" Meter	1,760	$7,792	1,760	$27,512	$35,304
13	3" Meter	3,300	$14,610	3,300	$51,585	$66,195
14	4" Meter	5,500	$24,350	5,500	$85,975	$110,325
15	6" Meter	11,000	$48,700	11,000	$171,950	$220,650
16	8" Meter	17,600	$77,920	17,600	$275,120	$353,040
17	10" Meter	25,300	$112,010	25,300	$395,485	$507,495

Footnotes:

[1] The proposed water fee includes an allowance for irrigation use; therefore, no fee is required when a separate irrigation meter is issued.

[2] Amounts for the water fee do not include an allowance for irrigation use. Based on discussions with City staff, the City generally requires that a well be constructed for common area irrigation. To the extent a separate meter is issued, a second water impact fee should be collected based on the meter size. No additional wastewater impact fee is collected for the 2nd meter used for irrigation purposes.

Table 3-10
City of Clermont
Water and Wastewater Impact Fee Analysis

Comparison of Impact Fees for Water and Wastewater Service [1]

Line No.	Description	Residential 5/8" x 3/4" Meter Water	Wastewater	Combined
	City of Clermont			
1	Existing Impact Fees	$1,991	$3,752	$5,743
2	Proposed Impact Fees	2,125	3,439	5,564
	Other Florida Utilities:			
3	City of Apopka	$2,694	$4,235	$6,929
4	City of Edgewater	1,612	2,227	3,839
5	City of Eustis	854	2,668	3,522
6	Toho Water Authority (Kissimmee System)	2,847	3,406	6,253
7	City of Lakeland	1,050	1,916	2,966
8	City of Lake Mary	1,010	2,664	3,674
9	City of Lake Wales	1,901	3,117	5,018
10	City of Leesburg	1,006	2,379	3,385
11	City of Minneola	2,429	4,600	7,029
12	City of Mount Dora	2,403	3,617	6,020
13	City of Ocoee	1,804	5,350	7,154
14	City of St. Cloud	2,559	2,885	5,444
15	City of Tavares [3]	1,670	3,130	4,800
16	City of Winter Garden	1,086	1,767	2,853
17	City of Winter Haven	946	3,068	4,014
18	Other Utilities' Average	$1,725	$3,135	$4,860

Footnotes:

[1] Unless otherwise noted, amounts shown reflect residential rates in effect October 2013 and are exclusive of taxes or franchise fees, if any, and reflect rates charged for inside the city service. All rates are as reported by the respective utility. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed utility.

[2] Utility currently has a rate study in progress.

[3] Impact fees were waived until June 30, 2013. Beginning July 1, 2013, they are set to increase in six month increments until July 1, 2014, when the full impact fees will become effective again.

POLICE SERVICES IMPACT FEE

SECTION 4

POLICE SERVICES IMPACT FEE

GENERAL

This section provides a discussion of the development and design of the impact fee for police protection services. Included in this section is a discussion of the level of service requirements, capital costs included in the fee determination, and the design of the impact fee for police services to be applied to new growth within the City.

LEVEL OF SERVICE REQUIREMENTS

In the evaluation of the capital facility needs for providing municipal services such as police protection, a level of service (LOS) standard should be developed. Pursuant to Section 163.3164, Florida Statutes, the "level of service" means an indicator of the extent or degrees of service provided by, or proposed to be provided by a facility based on and related to the operational characteristics of the facility. Level of service shall indicate the capacity per unit of demand for each public facility or service. Essentially, the level of service standards are established in order to ensure that adequate facility capacity will be provided for future development and for purposes of issuing development orders or permits, pursuant to Section 163.3202(2)(g) of the Florida Statutes. As further stated in the Administrative Code, each local government shall establish a LOS standard for each public facility located within the boundary for which such local government has authority to issue development orders or permits. Such LOS standards are set for each individual facility or facility type and not on a system-wide basis.

Based on information provided by the City's Police Department, there currently are 13 administrative officers and 44 patrols officers to serve a total population of 30,201 permanent residents as shown in Table 4-1. Based upon current staffing plans, there are three (3) additional staffing needs at this time. The current level of service is 2.0 full-time sworn officers per 1,000 population served. Based on discussions with the Police Department, the targeted level of service is 2.0, which is considered an appropriate LOS for police services. The City's targeted level of service is comparable with police staffing guidelines as published by state and national law enforcement agencies as follows:

- The Federal Bureau of Investigation, U.S. Department of Justice, Uniform Crime Report that indicated an average achieved standard of 2.4 police officers and 1 support personnel per 1,000 inhabitants for population areas in the Southern United States.

- The Florida Department of Law Enforcement recognizes a state average of 2.35 officers and 0.8 support personnel per 1,000 population.

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Each full time patrol officer requires a complement of personnel equipment, vehicles and other equipment, and base facilities, as follows:

Personnel Equipment:

- Each sworn officer must be equipped with uniforms, weapons, and other relevant personal equipment to perform his/her duties. A few of the basic issue items include:

  1. Service weapon;
  2. Ballistic (protective) vest;
  3. Handcuffs and baton; and
  4. Portable radio.

Vehicles and Other Equipment:

- The department maintains a fleet of patrol and administrative vehicles to provide police protection services to the City. The City anticipates having to add twenty-four (24) police officers by 2020 to keep pace with projected population growth while maintaining service levels. Generally, each vehicle must be equipped with relevant communications, detection/surveillance, and defense equipment. Other mission essential equipment used in operations include communication, detection/surveillance and defense equipment and also include radar units, crime prevention trailer, generators, and special weapons. These vehicles and equipment needs have been included in the impact fee calculation which will allow the City to accrue a portion of costs over time from new growth.

Base Facilities:

- The City's existing police headquarters currently accommodates 60 officers. The existing facility is considered built-out and will need to be expanded to accommodate new patrol officers. The expansion which is already underway will accommodate up to 150 officers to meet needs and serve new growth.

As discussed above, the City has made existing investments in police protection services, and plans to make future improvements that will serve new growth. Tables 4-2 and 4-3 at the end of this section provide a detailed listing of the existing and planned equipment, vehicles, and facilities, respectively. Before consideration of grant revenues, the combined investment totals approximately $13.3 million as shown in Table 4-4.

RESOURCE NEEDS ANALYSIS

Currently, the Police Department's level of service standard requires sixty (60) full-time patrol officers as adjusted for any minor staff deficiencies. Based on the assumed level of service standards (2.0 officers per 1,000 population) and population projections for the City, it is anticipated that the City will need a police force of 84 sworn full-time patrol officers to provide police protection services by 2020. This represents an increase of twenty-four (24) patrol officers over the existing staffing level needs as shown below:

	Number of Employees	
Personnel Description	Current LOS	Anticipated [*]
Full-Time Patrol Officers	60	84

[*] Derived from Table 4-4. Personnel assumed at a population of 42,100 based on a level of service of 2.0 full-time patrol officers per 1,000 population.

The standards-driven method with recoupment, described in Section 1, was used to develop the police services impact fees. The standards-driven method was used to determine the direct capital cost to equip and provide a portion of vehicle, headquarter, and other equipment costs for a full-time patrol officer. In the development of the capital cost required to serve new development, several capital cost parameters were recognized as shown in Table 4-4. The parameters include the costs of directly equipping the next increment of police protection services (i.e., a full-time patrol officer). These capital costs would include personnel equipment, vehicles, communication equipment, and other support related equipment and machinery. A final parameter deals with the cost recovery of the headquarters required to house the new patrol officers and support staff and includes investment in the land, buildings, and furnishings allocable to the police service function.

Tables 4-2 and 4-3 provide a breakdown of the individual cost items. Table 4-4 summarizes the estimated capital costs to equip a full-time patrol officer for the City recognizing the parameters described above. In addition to the $13.3 million in existing and planned equipment, vehicles, and facilities, this study further considered cost free capital, or grants received by the police department in consideration of the net costs. As shown in Table 4-4, the City has received approximately $232,166 in grant revenues for capital (operating grant revenues do not apply in this case) resulting in a lower projected cost per officer. The estimated capital cost including credit for cost free capital of an additional full-time patrol officer is $124,449, including the cost of vehicles, other related equipment, and allocated headquarters costs. The following is a summary of the estimated capital cost required to equip and support a full-time patrol officer:

Summary of Capital Costs [1]

	Average Cost per Officer	Total Projected Cost [2]
Machinery and Equipment	$10,016	$841,344
Major Vehicles	40,002	3,360,168
Office Equipment, Furniture, and Computers	16,588	1,393,392
Existing Facilities	61,712	5,183,808
Subtotal	$128,318	$10,778,712
Grant Adjustments	($3,869)	($324,996)
Total Allocated Costs	$124,449	$10,453,716

[1] Derived from Table 4-4.
[2] Total projected costs assuming 84 officers total.

DESIGN OF POLICE SERVICES IMPACT FEE

The method used to determine the police services impact fee was based upon a four-step process. Table 4-5 helps to illustrate the results of the approach. The following is a brief description of the method used in this study.

- Development of Total Capital Need – Based on population projections, level of service standards, and allocated incremental capital costs per patrol officer. This amount is the total allocated capital cost to serve the projected population growth.

- Allocation of Base Capital Costs to Customer Classes – This step allocates the base capital costs, the reserved service capacity allocable to all customer classes irrespective of call demand. The base costs are calculated on a per person basis and then allocated between residential and non-residential land-uses based on "functional population" estimates.

- Allocation of Variable Costs to Customer Classes – This step allocates the remaining capital costs to equip a new patrol officer between the resident and non-residential land-uses based upon call demand. Therefore, some classes of land-use, which may incur few or no service calls, will carry a lower cost than other high-demand sectors such as convenience stores, bars, and restaurants.

- Calculation of Cost per Equivalent Impact Fee Unit – Once the allocated base and variable costs are identified per land-use, they are summarized and presented as a unit of measure basis; per dwelling unit, per 1,000 square feet, or per acre. Table 4-5 provides a detailed listing of the proposed impact fees and their appropriate land-use and measures.

Police Services Impact Fee Assumptions

The development of the police services impact fees required a number of assumptions. The major assumptions used in the development of the proposed impact fees are as follows:

1. In the development of the capital costs required to equip a full-time patrol officer, the capital costs of providing police protection services were allocated to establish the cost of serving the next incremental full-time patrol officer. The costs were allocated to the next increment of service (one full-time patrol officer) based on the following allocation parameters:

   a. The direct cost of equipping one full-time patrol officer (e.g., personnel equipment) was allocated based on actual investments made by the City shown in Table 4-2. The new officers are not required to contribute a cost recovery to basic issue equipment, and it is the City's current policy to capitalize those costs greater than $1,000.

   b. Based on discussions with the police department, the current service level of patrol and administrative vehicles to a full-time patrol officer is considered reasonable for the purpose of this study. Based on discussions with the City's Police Chief, it is assumed that other mission-essential equipment, including radar units, generators, and special weapons, although not easily assignable per patrol officer, would be acquired in relation to the number of new patrol officers. The existing inventory levels for these items per patrol officer are therefore projected to remain constant. As illustrated in Table 4-4, the following represents the estimated costs for existing and future equipment needs as allocated per full-time patrol officer:

Machinery and Equipment per Officer	$10,016
Major Vehicles per Officer	40,002
Officer Equipment per Officer	16,588
Grants	(3,869)
Total	$62,737

c. The City's existing police headquarters comprises 9,921 square feet or a current level of service of 165 square feet per existing patrol officer. Based on discussions with the Police Chief and City staff, the existing facility is considered built-out and is being replaced to accommodate new patrol officers as shown in Table 4-3. The new facility is estimated to serve up to 150 officers. The current facility will remain as part of the department's training and storage facilities.

The total facility costs per new patrol officer are presented in Table 4-4 and are summarized as follows:

Police Facilities Cost	
Existing Facilities Cost per Patrol Officer	$16,649
Proposed Facilities Cost per Patrol Officer	45,063
Total Facilities Cost per Patrol Officer	$61,712

2. In the development of the capital costs per patrol officer, it was assumed that the targeted level of service be achieved by the City through the entire forecast period. This level of service includes only the amount of full-time patrol officers to serve the general population of the City. As previously mentioned, the level of service assumed in this study is 2.0 full-time patrol officers per 1,000 of population.

3. The estimated capital base costs or reserved service capacity, allocable to all customer classes were allocated between the residential and non-residential customer classes based on "functional population" estimates. The concept of functional population is incorporated in order to spread capital costs more equitably between residential and non-residential land-uses. Businesses place demands on police services in exactly the same manner as residents do, and it is equitable to spread these costs based on the average number of people expected to be present. For the residential uses, the allocation is calculated per resident based on the average amount of time spent at the residence. The resident's remaining time is then allocated as either an employee and/or visitor to the remaining non-residential classes as determined using traffic generations, estimated employment data, and operational details. The net result is the total number of person hours per location as derived from Table 2-3 in Section 2. The base costs are calculated on a per person basis

and then applied to the residential and non-residential land-uses based upon the respective functional population coefficient.

4. The estimated variable capital cost of providing for a full-time patrol officer was allocated between the residential and non-residential customer classifications based on the number of service calls made by the Police Department per land-use for 2012 and is projected through 2020.

   Based on the average number of service calls provided by staff, the number of calls allocated to each class of customer was assumed for the forecast period as follows:

Residential	50%
Non-Residential	50%

Impact Fee Calculation

Based on the above-referenced assumptions, the allocated capital facilities, and the population and land use projections of the City, the police services impact fees for the residential and non-residential customer classifications were developed. As shown in Table 4-6 at the end of this section, the cost per equivalent impact fee unit by customer classification was determined. The following summarizes the proposed changes to the residential police protection impact fees:

	Existing	Proposed
Single-Family (per Dwelling Unit) [*]	$562	$381
Multi-Family (per Dwelling Unit)	480	381

[*] Includes mobile homes.

Taking into account the methodology used for the determination of the fee and the estimates of the capital requirements, it is concluded that the proposed impact fee based on the City's LOS standard is reasonable. It should be noted that in the development of the fee per equivalent impact fee unit that no credits associated with developer land dedication or other similar activities have been recognized. Also, it should be noted that the proposed incremental capital improvements do not include any inflationary allowances.

In the development of the cost per equivalent impact fee unit, it was determined that the rate should be applied on a "per dwelling unit" basis for the residential class and primarily on a "per square footage" of commercial development for the non-residential class. As shown in Table 4-5, some non-residential land-uses are measured by units other than square feet. These factors are common throughout the state as the equivalent impact fee unit for fee determination. The use of these equivalency factors was based on discussions with the City, comparisons of fee applicability provisions of neighboring jurisdictions, and promotion of administrative simplicity.

IMPACT FEE COMPARISONS

In order to provide the City additional information about the proposed impact fees, a comparison of the proposed fees for the City and those charged by other neighboring jurisdictions was prepared. Table 4-6 at the end of this section summarizes the impact fees for police protection services charged by other communities with the proposed rates of the City.

Also, as shown in Table 4-6 for other communities, the fees charged to the residential class are applied using a "per dwelling unit" basis, which is consistent with the recommended fee applicability provisions of the City's proposed fees. For the non-residential class and, as previously discussed, the fees are applied on the basis of the amount of square foot of facility development. (This was consistent for all of the local governments surveyed.)

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Section 4
City of Clermont
Police Services Impact Fee Analysis

List of Tables

Table 4-1
City of Clermont
Police Services Impact Fee Analysis

Summary of Existing Personnel

Line No.	Description	Current Staff [1]	Total Staff Planned [2]	Allocation to Future Officers: Allocation Basis	Allocation to Future Officers: Achieved LOS
	Personnel				
1	Administrative Officers	13.0	13.0		
2	Patrol Officers	44.0	47.0		
3	**Total Sworn Officers**	57.0	60.0	Per 1,000 Population	2.0
4	Civilian and Administrative [3]	8.0	8.0		
5	**Total Personnel**	65.0	68.0		

Footnotes:

[1] As provided by the City's Police Chief.

[2] As provided by the Police Chief requiring three (3) additional staff at this time.

[3] Civilian and Administrative Personnel at a full-time equivalency as provided by the City.

Table 4-2
City of Clermont
Police Services Impact Fee Analysis

Inventory of Existing Capital Equipment, Vehicles and Facilities

Line No.	Description	Historical Cost [1]
1	**Machinery and Equipment**	$336,697
2	**Major Vehicles**	
3	2000 Chev Truck #3534	$21,262
4	2001 Chevy Impala #8820	20,449
5	2001 Dodge Ram #1418	25,726
6	2002 Chevy Tahoe #7535	27,500
7	2003 Chevy Impala #3972	16,554
8	2003 Chevy Impala #8436	15,035
9	2003 Chevy Trailblazer	23,504
10	2004 Chevy Blazer #1968	18,161
11	2004 Chevy Impala #3439	15,069
12	2004 Ford Crown Vic #9563	22,771
13	2005 Ford Crown Vic #3888	23,839
14	2005 Ford Crown Vic #3897	23,839
15	2005 Gmc Savana Van #1058	16,595
16	2006 Chevy Impala #7905	17,449
17	2006 Chevy Impala #8868	17,449
18	2006 Ford Crown Vic #8307	30,791
19	2006 Ford Crown Vic #8308	28,769
20	2006 Ford Crown Vic #8309	28,769
21	2006 Ford Crown Vic #8310	28,769
22	2006 Ford Crown Vic #8982	31,367
23	2007 Chevy Van #8345	33,153
24	2007 Dodge Charger #8640	32,169
25	2007 Dodge Charger #8641	30,713
26	2007 Dodge Charger #8642	32,169
27	2007 Ford Crown Vic #0992	31,273
28	2007 Ford Crown Vic #4950	29,290
29	2007 Ford Crown Vic #4951	31,333
30	2007 Harley Motorcycle #2170	17,963
31	2007 Harley Motorcycle #2349	17,966
32	2008 Dodge Charger #6111	28,773
33	2008 Dodge Charger #6112	29,048
34	2008 Ford Interceptor #5230	24,502
35	2008 Ford Interceptor #5231	24,371
36	2009 Chevy Malibu #7170	21,134
37	2009 Chevy Malibu #8392	19,164
38	2009 Dodge Charger #7157	33,364
39	2009 Dodge Charger #7158	34,949
40	2009 Dodge Charger #7159	33,766
41	2009 Dodge Charger #7160	33,364
42	2009 Dodge Charger #7161	33,274
43	2010 Dodge Charger #0624	37,913
44	2010 Dodge Charger #0625	37,913

Table 4-2
City of Clermont
Police Services Impact Fee Analysis

Inventory of Existing Capital Equipment, Vehicles and Facilities

Line No.	Description	Historical Cost [1]
45	2010 Dodge Charger #0972	23,130
46	2010 Dodge Charger #6741	28,703
47	2010 Dodge Charger #6742	28,649
48	2011 Dodge Charger #0635	32,743
49	2011 Dodge Charger #0636	32,743
50	2011 Dodge Charger #0637	32,743
51	2011 Dodge Charger #0638	32,743
52	2012 Dodge Charger #0162	30,660
53	2012 Dodge Charger #0163	30,660
54	2012 Ford Fusion SE #5028	19,473
55	2012 Ford Fusion Hybrid #5029	26,889
56	2013 Police Interceptor - Sedan	38,149
57	2013 Police Interceptor - Sedan	38,149
58	2013 Police Interceptor - SUV K9	42,497
59	2013 Police Interceptor - SUV Investigations	35,691
60	Total Vehicles	$1,574,854
61	**Other Capital Equipment and Facilities**	
62	Land, Buildings & Furnishing	Historical Cost [1]
63	Land	$1,384,277
64	Building	1,113,127
65	Office Equipment and Furniture	11,511
66	Computer Systems and Software	983,740
67	Total Other Police Department Equipment and Facilities	$3,492,655
68	**Total Existing Capital Equipment, Vehicles and Facilities**	$5,404,206

Footnotes:
[1] Amounts reflected as provided by the City as of September 30, 2013.

Table 4-3
City of Clermont
Police Services Impact Fee Analysis

Inventory of Proposed Capital Equipment, Vehicles and Facilities

Line No.	Description	Current Cost [1]
1	**Machinery and Equipment**	$264,223
2	**Major Vehicles**	
3	Replacement Vehicles	
4	Replacement Vehicles	$771,000
5	Retirement - 2 Motorcycles 2170 / 2349 [2]	(35,928)
6	Retirement - 21 Patrol Cars [3]	(486,819)
7	Net Amount Included in Fee	$248,253
8	Additional Vehicles to Expand Fleet & Serve Budgeted Positions	352,000
9	Mobile Command Center Vehicle	225,000
10	Total Vehicles	$825,253
11	**Other Capital Equipment and Facilities**	
12	Land, Buildings & Furnishing	Current Cost [1]
13	Land (Included in Assets)	$0
14	Building & Engineering	6,759,387
15	Total Other Police Department Equipment and Facilities	$6,759,387
16	**Total Proposed Capital Equipment, Vehicles and Facilities**	$7,848,863

Footnotes:

[1] Amounts as provided by City staff.

[2] Amount reflects an adjustment for motorcycles derived from Table 4-2 which are expected to be replaced.

[2] Amount reflects an adjustment for vehicles derived from Table 4-2 which are expected to be replaced based on a fisrt-in first-out replacement approach.

Table 4-4
City of Clermont
Police Services Impact Fee Analysis

Summary of Capital Costs to Provide Police Protection Services

Line No.	Description	Total Existing & Planned Costs [1]	Amount of Officers Served [2]	Average Cost per Officer	Total Officer Requirements [3]	Total Projected Investment
	Recoupment Costs [4]					
1	Machinery & Equipment	$336,697	60	$5,612	84	$471,408
2	Major Vehicles	1,574,854	60	26,248	84	2,204,832
3	Office Equipment, Furniture & Computers	995,250	60	16,588	84	1,393,392
4	Existing Facilities [5]	2,497,404	150	16,649	84	1,398,516
5	Total Recoupment Costs	$5,404,206		$65,097		$5,468,148
	Proposed Capital Additions [6]					
6	Machinery & Equipment	$264,223	60	$4,404	84	$369,936
7	Major Vehicles	825,253	60	13,754	84	1,155,336
8	Future Facilities [5]	6,759,387	150	45,063	84	3,785,292
9	Total Proposed Costs	$7,848,863		$63,221		$5,310,564
	Additional Cost or Adjustments [7]					
10	Borrowing Costs	$0	60	$0	84	$0
11	Less Historical Capital Grants Received for Equipmer	(232,166)	60	(3,869)	84	(324,996)
12	Less Proposed Future Capital Grants	0	60	0	84	0
13	Total Additional Costs or Adjustments	($232,166)		($3,869)		($324,996)
14	Total Allocated Costs	$13,020,903		$124,449		$10,453,716

Footnotes:

[1] Total estimated capital costs in Tables 4-2 and 4-3.

[2] Existing vehicles and equipment assumed to serve the current required number of officers of 58 as calculated below. For the purposes of allocating facility costs, both existing and future facilities estimated to serve 150 officers.

[3] Future Patrol Officer Requirements based on level of Service Standards adopted by the City.
Future Patrol Officer needs are calculated as follows:

Projected Population at 2020	42,100
Targeted LOS per 1,000 population	2.00
Total Patrol Officers Required in 2020	84
Total Patrol Officers Required based on LOS	60
Total Additional Officers Required to Serve Growth	24

[4] Amounts derived from Table 4-2.

[5] Amounts reflect existing and future facilities estimated to serve 150 officers. Existing facilities anticipated to be used as a substation or training facility.

[6] Amounts derived from Table 4-3.

[7] Amounts reflect credit for historical grants received for equipment needs. No future grants currently anticipated by staff.

Table 4-5
City of Clermont
Police Services Impact Fee Analysis

Impact Fee Allocation - Base Capacity / Variable

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)
1	**Residential**	RS	Dwelling Unit	0.648375	2.54	$186.23	$306.70	$74.60	$381.00	$562.00	($181.00)
	Non-Residential										
2	All Suites Hotel	H/M	Room	1.129167	N/A	$186.23	$210.28	$99.68	$310.00	$416.00	($106.00)
3	Apparel Store	GR	1,000 sf	2.367813	N/A	186.23	440.96	209.03	650.00	921.00	(271.00)
4	Arts and Crafts Store	GR	1,000 sf	2.136875	N/A	186.23	397.95	188.64	587.00	797.00	(210.00)
5	Athletic Club	REC	1,000 sf	1.502083	N/A	186.23	279.73	132.60	412.00	616.00	(204.00)
6	Automobile Parts Sales	SS	1,000 sf	2.686667	N/A	186.23	500.34	237.18	738.00	866.00	(128.00)
7	Bowling Alley	REC	1,000 sf	2.349167	N/A	186.23	437.49	207.38	645.00	951.00	(306.00)
8	Building Materials and Lumber Store	GR	1,000 sf	1.636250	N/A	186.23	304.72	144.45	449.00	651.00	(202.00)
9	Business Park	OFF	1,000 sf	0.901488	N/A	186.23	167.88	79.58	247.00	347.00	(100.00)
10	Cemetery	INST	Acre	0.121131	N/A	186.23	22.56	10.69	33.00	195.00	(162.00)
11	Clinic	INST	1,000 sf	3.263333	N/A	186.23	607.73	288.09	896.00	1,046.00	(150.00)
12	Commercial Airport	OTH	Flight per Day	4.106250	N/A	186.23	764.71	362.50	1,127.00	1,542.00	(415.00)
13	Convenience Market	GR	1,000 sf	6.118021	N/A	186.23	1,139.36	540.10	1,679.00	2,646.00	(967.00)
14	Convenience Market with Gasoline Pumps	SS	1,000 sf	6.958750	N/A	186.23	1,295.93	614.32	1,910.00	2,992.00	(1,082.00)
15	Corporate Headquarters Building	OFF	1,000 sf	0.845536	N/A	186.23	157.46	74.64	232.00	303.00	(71.00)
16	Day Care Center	INST	1,000 sf	6.948810	N/A	186.23	1,294.08	613.44	1,908.00	2,752.00	(844.00)
17	Discount Club	GR	1,000 sf	1.512500	N/A	186.23	281.67	133.52	415.00	607.00	(192.00)
18	Discount Home Furnishings Superstore	GR	1,000 sf	1.280313	N/A	186.23	238.43	113.03	351.00	684.00	(333.00)
19	Discount Supermarket	GR	1,000 sf	2.744688	N/A	186.23	511.14	242.30	753.00	1,311.00	(558.00)
20	Drive-in Bank	F/I	1,000 sf	1.915774	N/A	186.23	356.77	169.12	526.00	932.00	(406.00)
21	Electronic Superstore	GR	1,000 sf	1.867188	N/A	186.23	347.73	164.84	513.00	647.00	(134.00)
22	Factory Outlet Center	GR	1,000 sf	0.953125	N/A	186.23	177.50	84.14	262.00	412.00	(150.00)
23	Fast-food Restaurant with Drive Through	ED	1,000 sf	9.001250	N/A	186.23	1,676.30	794.63	2,471.00	6,688.00	(4,217.00)
24	Fast-food Restaurant without Drive Through	ED	1,000 sf	12.436875	N/A	186.23	2,316.12	1,097.93	3,414.00	9,503.00	(6,089.00)
25	Free-Standing Discount Store	GR	1,000 sf	2.153125	N/A	186.23	400.98	190.08	591.00	790.00	(199.00)
26	Free-Standing Discount Superstore	GR	1,000 sf	2.056875	N/A	186.23	383.05	181.58	565.00	702.00	(137.00)
27	Furniture Store	GR	1,000 sf	0.290625	N/A	186.23	54.12	25.66	80.00	137.00	(57.00)
28	Gasoline / Service Station	SS	Pump Position	1.422604	N/A	186.23	264.93	125.59	391.00	579.00	(188.00)
29	Gasoline / Service Station w/ Convenience Market	SS	Pump Position	1.377500	N/A	186.23	256.53	121.61	378.00	560.00	(182.00)
30	Gasoline / Service Station w/ Convenience Market & Car Wash	SS	Pump Position	1.299792	N/A	186.23	242.06	114.75	357.00	528.00	(171.00)
31	General Aviation Airport	OTH	Flight per Day	0.118333	N/A	186.23	22.04	10.45	32.00	38.00	(6.00)
32	General Heavy Industrial	IND	1,000 sf	0.435714	N/A	186.23	81.14	38.46	120.00	192.00	(72.00)
33	General Light Industrial	IND	1,000 sf	0.564137	N/A	186.23	105.06	49.80	155.00	197.00	(42.00)
34	General Office Building	OFF	1,000 sf	0.893750	N/A	186.23	166.44	78.90	245.00	410.00	(165.00)
35	Golf Course	REC	Hole	4.710000	N/A	186.23	877.14	415.80	1,293.00	1,847.00	(554.00)
36	Golf Driving Range	REC	Tee	0.706875	N/A	186.23	131.64	62.40	194.00	269.00	(75.00)
37	Hardware / Paint Store	GR	1,000 sf	1.595625	N/A	186.23	297.15	140.86	438.00	730.00	(292.00)
38	Health / Fitness Club	REC	1,000 sf	1.187500	N/A	186.23	221.15	104.83	326.00	487.00	(161.00)
39	High-Turnover Restaurant (Sit-down)	ED	1,000 sf	4.144063	N/A	186.23	771.75	365.84	1,138.00	1,963.00	(825.00)
40	Home Improvement Superstore	GR	1,000 sf	1.091875	N/A	186.23	203.34	96.39	300.00	453.00	(153.00)
41	Hospital	INST	1,000 sf	3.170000	N/A	186.23	590.35	279.85	870.00	935.00	(65.00)
42	Hotel	H/M	Room	2.095000	N/A	186.23	390.15	184.95	575.00	835.00	(260.00)
43	Industrial Park	IND	1,000 sf	0.511756	N/A	186.23	95.30	45.18	140.00	197.00	(57.00)
44	Junior / Community College	INST	Student	0.204762	N/A	186.23	38.13	18.08	56.00	82.00	(26.00)

Table 4-5
City of Clermont
Police Services Impact Fee Analysis

Impact Fee Allocation - Base Capacity / Variable

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)
45	Lodge / Fraternal Organization	INST	Member	0.008333	N/A	186.23	1.55	0.74	2.00	9.00	(7.00)
46	Manufacturing	IND	1,000 sf	0.428274	N/A	186.23	79.76	37.81	118.00	192.00	(74.00)
47	Marina	REC	Acre	0.927500	N/A	186.23	172.73	81.88	255.00	374.00	(119.00)
48	Medical / Dental Office Building	OFF	1,000 sf	1.597024	N/A	186.23	297.41	140.99	438.00	639.00	(201.00)
49	Mini-warehousing	WH	1,000 sf	0.023065	N/A	186.23	4.30	2.04	6.00	94.00	(88.00)
50	Motel	H/M	Room	1.406667	N/A	186.23	261.96	124.18	386.00	507.00	(121.00)
51	Movie Theater	REC	1,000 sf	5.196667	N/A	186.23	967.78	458.76	1,427.00	2,015.00	(588.00)
52	Multipurpose Recreational Facility	REC	Acre	7.034167	N/A	186.23	1,309.97	620.98	1,931.00	2,815.00	(884.00)
53	New Car Sales	MV	1,000 sf	1.263214	N/A	186.23	235.25	111.52	347.00	550.00	(203.00)
54	Nursery / Garden Center	GR	Acre	3.508750	N/A	186.23	653.43	309.75	963.00	1,105.00	(142.00)
55	Nursery Wholesale	GR	Acre	0.696354	N/A	186.23	129.68	61.47	191.00	682.00	(491.00)
56	Nursing Home	INST	1,000 sf	1.215833	N/A	186.23	226.42	107.33	334.00	817.00	(483.00)
57	Office Park	OFF	1,000 sf	0.891071	N/A	186.23	165.94	78.66	245.00	334.00	(89.00)
58	Pharmacy / Drugstore (No Drive Through)	GR	1,000 sf	1.944271	N/A	186.23	362.08	171.64	534.00	413.00	121.00
59	Pharmacy / Drugstore (With Drive Through)	GR	1,000 sf	1.929375	N/A	186.23	359.31	170.33	530.00	406.00	124.00
60	Place of Worship	INST	1,000 sf	0.426667	N/A	186.23	79.46	37.67	117.00	222.00	(105.00)
61	Private School (K-12)	INST	Student	0.426190	N/A	186.23	79.37	37.62	117.00	175.00	(58.00)
62	Quality Restaurant	ED	1,000 sf	3.889583	N/A	186.23	724.36	343.37	1,068.00	1,486.00	(418.00)
63	Quick Lubrication Vehicle Shop	SS	Service Position	0.680000	N/A	186.23	126.64	60.03	187.00	695.00	(508.00)
64	Racquet / Tennis Club	REC	Court	2.600000	N/A	186.23	484.20	229.53	714.00	1,008.00	(294.00)
65	Recreational Community Center	REC	1,000 sf	1.002083	N/A	186.23	186.62	88.46	275.00	358.00	(83.00)
66	Research and Development Center	OFF	1,000 sf	0.752976	N/A	186.23	140.23	66.47	207.00	304.00	(97.00)
67	Self-serve Car Wash	SS	Wash Stall	1.687500	N/A	186.23	314.26	148.97	463.00	688.00	(225.00)
68	Shopping Center	GR	1,000 sf	1.336250	N/A	186.23	248.85	117.96	367.00	621.00	(254.00)
69	Single Tenant Office Building	OFF	1,000 sf	0.882738	N/A	186.23	164.39	77.93	242.00	414.00	(172.00)
70	Specialty Retail Center	GR	1,000 sf	1.850313	N/A	186.23	344.58	163.35	508.00	639.00	(131.00)
71	Supermarket	GR	1,000 sf	2.871563	N/A	186.23	534.77	253.50	788.00	1,381.00	(593.00)
72	Tennis Courts	REC	Court	2.040000	N/A	186.23	379.91	180.09	560.00	812.00	(252.00)
73	Tire Store	SS	1,000 sf	0.955833	N/A	186.23	178.00	84.38	262.00	391.00	(129.00)
74	Tire Superstore	SS	1,000 sf	0.814583	N/A	186.23	151.70	71.91	224.00	332.00	(108.00)
75	Truck Terminal	WH	Acre	5.761667	N/A	186.23	1,073.00	508.64	1,582.00	1,263.00	319.00
76	University / College	INST	Student	0.397619	N/A	186.23	74.05	35.10	109.00	167.00	(58.00)
77	Walk-in Bank	F/I	1,000 sf	1.915774	N/A	186.23	356.77	169.12	526.00	724.00	(198.00)
78	Warehousing	WH	1,000 sf	0.229018	N/A	186.23	42.65	20.22	63.00	100.00	(37.00)
79	Water Slide Park	REC	Parking Space	0.285833	N/A	186.23	53.23	25.23	78.00	82.00	(4.00)
80	Wholesale Market	GR	1,000 sf	0.493750	N/A	186.23	91.95	43.59	136.00	158.00	(22.00)

Table 4-5
City of Clermont
Police Services Impact Fee Analysis

Impact Fee Allocation - Base Capacity / Variable

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)
81	Should none of the above land uses adequately define a proposed non-residential development as determined by the City Manager, at the Manager's discretion the following average charge per non-residential development is considered appropriate:										

	Non-residential
Total Cost per Person [Base] [1]	$186.23
Percent Allocable to Resident	64.84%
Amount Allocable to the Resident	$120.75
Amount Allocable to Non-residential	$65.48
Plus Cost per Person [Variable] [2]	88.28
Amount Allocable to Non-residential	$153.76
Square Feet of Non-residential Development per Person	250.00
Persons per 1,000 Square Feet	4.00
Average Cost per 1,000 Square Feet of Non-residential Development	$615.04

Footnotes

[1] Base Capacity estimated as follows:

Existing Population	30,201	
Existing LOS per 1,000 population	2.00	
Total Patrol Officers Required - LOS	60	
Minimum Service Level per 1,000 population	1.50	
Total Minimum Officers	45	
Percent Base Capacity - LOS	75%	
Total Base capacity estimated as follows:		
Total Estimated Capital Costs - Investment in Police Services		$10,453,716
Percent Base Capacity		75%
Total Estimated Base Capacity Costs		$7,840,287
Total in Population 2020		42,100
Total Cost per Person		$186.23

Table 4-5
City of Clermont
Police Services Impact Fee Analysis

Impact Fee Allocation - Base Capacity / Variable

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)

[2] Variable Cost per Unit estimated as follows:

Total Estimated Capital Costs - Investment in Police Services	$10,453,716
Less Amount allocated to Base Capacity	7,840,287
Total Variable Cost	$2,613,429
Percent Residential (Historical Calls)	50%
Total Residential Costs	$1,306,715
Total Non-residential Costs	$1,306,714

Residential Variable Allocation

	Assumed Calls	Costs per Class	Estimated Units 2020	Variable Cost per Unit
Residential	100.00%	$1,306,715	17,516	$74.60

Non-residential Variable Allocation

Total Estimated Capital Costs - Investment in Police Services	$1,306,714
Total Functional (Non-residential) Population 2020	14,802
Total Cost per Person [*]	$88.28

[*] Applied on a functional population basis.

Table 4-6
City of Clermont
Police Services Impact Fee Analysis

Police Services Impact Fee Comparison [1]

Line No.	Description		Residential Single Family	Residential Multi-Family	Residential Mobile Home	Non-Residential ($ per square foot)
	City of Clermont					
1	Existing		$562.00	$480.00	$562.00 [2]	$0.964 per sq. ft.
2	Proposed		381.00	381.00	381.00 [2]	
	Other Florida Government Agencies:					
3	City of Apopka		N/A	N/A	N/A	N/A
4	City of Edgewater		150.66	100.10	82.55	$0.1197 - $0.3354 per sq. ft. [3]
5	City of Eustis		137.98	98.64	90.03	$0.01523 - $1.53667 per sq. ft. [3]
6	City of Kissimmee		N/A	N/A	N/A	N/A
7	City of Lakeland		591.00	445.00	275.00	$0.024 - $0.832 per sq. ft. [3]
8	City of Lake Mary		165.00	N/A	N/A	$0.082 per gross sq. ft.
9	City of Lake Wales		463.00	406.00	N/A	$0.020 - $0.190 per sq. ft. [3]
10	City of Leesburg		186.00	186.00	186.00	$0.155 per sq. ft.
11	City of Minneola		N/A	N/A	N/A	N/A
12	City of Mount Dora		289.89	753.71	N/A	$0.06957 - $1.00303 per sq. ft. [3]
13	City of Ocoee	[4]	501.04	N/A	N/A	$0.330 per sq. ft.
14	City of St. Cloud		715.00	565.00	N/A	$1.384 per sq. ft.
15	City of Tavares	[5]	215.37	163.87	108.86	$0.00819 - $1.02419 per sq. ft. [3]
16	City of Winter Garden		260.00	260.00	260.00	$0.50 per sq. ft.
17	City of Winter Haven		300.97	N/A	N/A	$0.3887 per sq. ft.
18	Other Florida Governmental Agencies' Average		$331.33	$330.92	$167.07	

Footnotes:

[1] Unless otherwise noted, amounts shown reflect impact fees in effect October 2013. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed municipality.

[2] Based upon the City's existing ordinance and procedures, one new mobile home is charged as one single family dwelling unit.

[3] Reflects the lowest and highest rate per square feet.

[4] Impact fees temporarily reduced to 50% of the amounts shown from January 3, 2013 until January 1, 2014.

[5] Impact fees were waived until June 30, 2013. Beginning July 1, 2013, they are set to increase in six month increments until July 1, 2014, when the full impact fees will become effective again.

FIRE RESCUE SERVICES IMPACT FEE

SECTION 5

FIRE RESCUE SERVICES IMPACT FEE

GENERAL

This section provides a discussion of the development and design of the impact fee for fire rescue services. Included in this section is a discussion of the level of service requirements and capital costs included as the basis for the determination of the fee level and the design of the fee to be applied to new growth within the City.

LEVEL OF SERVICE REQUIREMENTS

There is currently no formally adopted level of service for the City's fire rescue services; however, it is the City's intent to maintain staffing levels that provide services to all developed areas in order to be able to respond to service calls within a specified time period to maintain Insurance Service Organization (ISO) property insurance ratings in the community. As a practical matter, this response time standard (4 minutes or less) is based upon recognized industry standards not only having to do with property protection, but also in providing Emergency Medical Support services (EMS). The department will continue to set appropriate goals related to service standards.

Another important criterion related to the response capability of a municipal Fire Department such as the City's is related to the type of service area in terms of occupancy and structures to be protected. The National Fire Protection Association (NFPA) has developed certain guidelines for the evaluation of a Fire Department's response capability, which are summarized as follows:

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Evaluation of Response Capability

High Hazard Occupancies (Schools, hospitals, nursing homes, explosive plants, refineries, high-rise buildings, and other high-life hazard or large fire potential occupancies)

At least 4 pumpers, 2 ladder trucks, 2 chief officers, and other specialized apparatus, as may be needed to cope with the combustible involved; not less than 24 firefighters and 2 chief officers.

Medium Hazard Occupancies (Apartments, offices, mercantile and industrial occupancies not normally requiring extensive rescue or firefighting forces)

At least 3 pumpers, 1 ladder truck, 1 chief officer, and other specialized apparatus, as may be needed or available; not less than 16 firefighters and 1 chief officer.

Low Hazard Occupancies (One, two, or three family dwellings and scattered small businesses and industrial occupancies.

At least 2 pumpers, 1 ladder truck, 1 chief officer, and other specialized apparatus, as may be needed or available; not less than 12 firefighters and 1 chief officer.

Rural Operations (Scattered dwellings, small businesses and farm buildings)

At least 1 pumper with a large water tank (500 or more gallons), one mobile water supply apparatus (1,000 gallons or larger) and such other specialized apparatus, as may be necessary to perform effective, initial firefighting operations; at least 6 firefighters and 1 chief officer.

Additional Alarms

At least the equivalent of that required for Rural Operations for second alarms; equipment, as may be needed according to the type of emergency and capabilities of the Fire Department. This may involve the immediate use of mutual aid companies until local forces can be supplemented with additional off-duty personnel.

Based on the occupancies described above, recognizing that the City has a number of multi-story buildings (e.g., condominiums) hospitals, or large fire potential occupancies such as schools located within the City, it appears that the City should plan its firefighting capabilities towards a medium to high hazard occupancy level. In order to meet the service standards required of the community for responding to fire and rescue alarms, the City has entered into several mutual aid agreements with other parties, including Lake County (the "County"), to provide mutual assistance in emergencies, as deemed feasible (the "Mutual Agreement"). The purpose of the Mutual Agreements are to initiate action leading to a first-response program for fire and rescue services and provide additional service support at the request of either party. The benefit of these agreements is a cost savings by all parties due to reduced staffing and equipment requirements needed in emergency situations. Also, the City further enhances its services and reduces its operational costs through the use of volunteers, citizen firefighters.

Generally, the level of service standard for fire rescue services and emergency medical services is based on response times in a first alarm situation. The City is committed to maintaining an average response time of four (4) minutes or less. The most vital resource to meeting this standard is the City's personnel. The existing number of personnel and projected staffing needs have been identified by the City. Presently, the City has 50 full-time personnel of whom 30.0 are full-time firefighter/rescue personnel, as shown in Table 5-1 and below:

	Summary of Existing Personnel
Fire Chief	1.0
Assistant Fire Chiefs – Admin & Operations	2.0
Captain – Fire Prevention & EMS	2.0
Fire Fighter/Inspector	1.0
Administrative Assistant	2.0
Battalion Chief	3.0
Fire Lieutenant	9.0
Firefighter/Paramedic or EMT	30.0
Total Current Full-Time Personnel	50.0

The City also pools volunteer, citizen firefighters, which allows the City to keep operating costs low.

Based on the needs of the City and as discussed with the Fire Chief, current staffing needs have been identified through 2020 and includes the staffing of a new fire station, Number 4. These include the following:

Firefighter/Rescue Personnel – The Fire Chief has identified the need for twelve (12) additional firefighter/rescue personnel to serve Station 4 plus an additional fire inspector for a total of thirteen (13) new positions. Thus, the staffing requirements for the existing LOS through 2020 are as follows:

	Summary of Personnel Required Level of Service
Fire Chief	1.0
Assistant Fire Chiefs – Admin & Operations	2.0
Captain – Fire Prevention & EMS	2.0
Fire Fighter/Inspector	2.0
Administrative Assistant	2.0
Battalion Chief	3.0
Fire Lieutenant	12.0
Firefighter/Paramedic or EMT	39.0
Total Required Personnel for Existing Level of Service	63.0

Based on planned staffing levels above, the level of service relative to the future population of 42,100 residents is 54 firefighter/rescue personnel or 1.28 personnel per 1,000 population. The personnel include battalion chiefs, lieutenants, and all firefighter/paramedics. Based on the current staffing levels for the existing population and with respect to anticipated development, this would seem to be a reasonable LOS (in terms of firefighter/rescue personnel per 1,000 population).

RESOURCE NEEDS ANALYSIS

The method used to determine the fire rescue services impact fees is the standards-driven method with recoupment. The standards-driven method was utilized in the allocation of costs associated with major capital facilities that service the City's first alarm service area. The capital cost parameters include allocations for personnel equipment, vehicles, other direct firefighting and emergency medical equipment, and fire station and headquarter facilities. Personnel protection equipment such as helmets and bunker coats and trousers are mission-essential, a portion of these costs is included in fee determination since the City does capitalize equipment charges greater than $1,000.

Table 5-2 reflects the existing facilities and equipment required to maintain the City's level of service and Table 5-3 provides the proposed facilities and equipment to maintain such standards through 2020. In addition to the $14.4 million in existing and planned equipment, vehicles, and facilities, this study further considered: i) borrowing costs for capital; and ii) cost free capital, or grants received by the fire department in consideration of the net costs. Based on a review of the Series 2002 Bonds, which a portion was allocated to the fire department, the interest costs of $54,674 were included in the City's overall investment in current equipment, vehicles and facilities. As further shown in Table 4-4, the City has received approximately $349,204 in grant revenues and expects to receive approximately $95,000 in further grants for capital (operating grant revenues do not apply in this case) resulting in a lower projected cost per firefighter/rescue personnel.

Table 5-4 summarizes the net costs on a per rescue personnel basis. As shown on Table 5-4, and summarized below, approximately $13,996,158 in total capital investments will have been made in order to provide fire services within the City's emergency management response area through 2020:

	Estimated Capital Costs Amount [*]
Capital Recoupment Costs – Existing Facilities	$8,801,199
Capital Costs – Proposed Facilities	5,584,489
Additional Costs or Adjustments	(389,530)
Total Capital Costs Recognized	$13,996,158

[*] Derived from Table 5-4.

DESIGN OF FIRE RESCUE SERVICES IMPACT FEE

The method used to determine the fire rescue services impact fee was based upon the same four step process as was described for the determination of the police impact fee. Table 5-5 helps to illustrate the results of the approach. The following is a brief description of the method used in this study.

- <u>Development of Total Capital Need</u> – Based on discussions with the City and the Fire Department and the level of service requirements related to the maintenance of first response time, the incremental facilities and related costs to serve the population through the forecast period reflected in the analysis was developed.

- <u>Allocation of Base Capital Costs to Customer Classes</u> – This step allocates the base capital costs, the reserved service capacity allocable to all customer classes irrespective of call demand. The base costs are calculated on a per person basis and then allocated between residential and non-residential land-uses based on "functional population" estimates.

- <u>Allocation of Variable Costs to Customer Classes</u> – This step allocates the remaining capital costs to provide fire rescue services between the residential and non-residential land-uses based upon call demand. Therefore, some classes of land-use, which may incur few or no service calls, will carry a lower cost than other high-demand sectors such as bars and restaurants.

- <u>Calculation of Cost per Equivalent Impact Fee Unit</u> – Once the allocated base and variable costs are identified per land-use, they are summarized and presented as a unit of measure basis; per dwelling unit, per 1,000 square feet, or per acre. Table 5-5 provides a detailed listing of the proposed impact fees and their appropriate land-use and measures.

Fire Rescue Services Impact Fee Assumptions

The development of the fire rescue services impact fees required several assumptions. The major assumptions used in the development of the proposed impact fees are as follows:

1. In the development of the capital costs allocable to serve the projected fire rescue needs of the City, the City addressed its facility needs and staffing requirements through 2020. As previously mentioned, the level of service assumed in this report was to maintain a four-minute response time within the response zone of the City. This level of service is generally related to the location and proximity of available fire stations and the number of firefighters/rescue personnel and vehicles such that the response times can be achieved. Based on prospective demands and a need for another fire station, the City will require 54 firefighters/rescue personnel by 2020. Based on staffing needs for firefighting/rescue personnel, the relationship appears to be adequate to maintain the first response LOS for medium to high hazard occupancies. The staffing level of service as previously discussed was calculated at 1.28 firefighter/rescue personnel per 1,000 population.

2. In the development of the total capital costs of providing fire rescue services through the forecast period, an estimate of the total capital costs required for such service was developed. The total capital costs were based on information provided by and discussions with the City's Fire Department and the following summarizes the significant assumptions used in the fee determination:

   a. The direct cost of equipping one full-time firefighter/rescue personnel (e.g., personnel equipment) was allocated based on actual investments made by the City shown in

Table 5-2. The new personnel are not required to contribute to basic equipment issued, and it is the City's current policy to capitalize those costs greater than $1,000.

b. The City maintains a fleet of emergency vehicles, equipment, and facilities to support existing and future fire rescue services. Table 5-2 provides the existing inventory of such resources in current dollars to derive the "buy-in" or "recoupment" cost per rescue personnel, since such capital assets along with future assets required will support the total population and staffing base in 2020. The capital costs associated with existing assets are allocated against the total planned rescue personnel of 54.

c. The City addressed its needs based on future demand for vehicles, equipment, and facilities. Table 5-3 itemizes the planned improvements and purchases to maintain the service standards discussed earlier. Specifically, the City plans to construct, staff, and equip a new fire station, Number 4. Table 5-3 lists the equipment and vehicle needs over the Forecast Period and estimated construction costs for Station No. 4. The construction costs for Station No. 4 are currently estimated at $3,500,000. A total of $5,584,489 in planned purchases, expansions, and improvements is anticipated through 2020.

3. The estimated capital base costs or reserved service capacity, allocable to all customer classes were allocated between the residential and non-residential customer classes based on "functional population" estimates. The concept of functional population is incorporated in order to spread capital costs more equitably between residential and non-residential land-uses. Businesses place demands on fire rescue services in exactly the same manner as residents do, and it is equitable to spread these costs based on the average number of people expected to be present. For the residential uses, the allocation is calculated per resident based on the average amount of time spent at the residence. The resident's remaining time is then allocated as either an employee and/or visitor to the remaining non-residential classes is determined using traffic generations, estimated employment data, and operational details. The net result is the total number of person hours per location as derived from Table 2-3 in Section 2. The base costs are calculated on a per person basis and then applied to the residential and non-residential land-uses based upon the respective functional population coefficient.

4. The estimated variable cost of providing fire rescue services was allocated between the residential and non-residential customer classifications based on the estimated number of service calls made by the Fire Department per land-use for 2012 and is projected through 2020.

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Impact Fee Calculation

Based on the above-referenced assumptions, the allocated capital facilities considered necessary to maintain the level of service requirements, and the population and land use projections of the City, the fire rescue services impact fees for the residential and non-residential customer classifications were estimated. As shown in Table 5-6 at the end of this section, the cost per equivalent impact fee unit by customer classification was calculated. The following summarizes the proposed changes to the residential fire rescue impact fees:

	Existing	Proposed
Single-Family per Dwelling Unit [*]	$395	$462
Multi-Family per Dwelling Unit	335	462

[*] Includes mobile homes.

Taking into account the methodology used for the determination of the fee and the estimates associated with determining the fire rescue capital needs of the City, it is concluded that the proposed impact fee utilizing the City's LOS standard are reasonable.

In the development of the cost per equivalent impact fee unit, it was determined that the rate should be applied on a "per dwelling unit" basis for the residential class and primarily on a "per square footage" of commercial development for the non-residential class. As shown in Table 5-5, some non-residential land-uses are measured by units other than square feet. These factors are common throughout the state as the equivalent impact fee unit for fee determination. The use of these equivalency factors was based on discussions with the City, comparisons of fee applicability provisions of neighboring jurisdictions, and promotion of administrative simplicity.

IMPACT FEE COMPARISONS

In order to provide the City additional information about the proposed impact fees, a comparison of the proposed fees for the City and those charged by other neighboring jurisdictions was prepared. Table 5-6 at the end of this section summarizes the impact fees for fire protection services charged by other communities with the proposed rates of the City.

Also, as shown in Table 5-6 for other communities, the fees charged to the residential class are applied using a "per dwelling unit" basis, which is consistent with the recommended fee applicability provisions of the City's proposed fees. For the non-residential class and, as previously discussed, the fees are applied on the basis of the amount of square foot of facility development.

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Section 5
City of Clermont
Fire Rescue Services Impact Fee Analysis

List of Tables

Table 5-1
City of Clermont
Fire Rescue Services Impact Fee Analysis

Summary of Existing Personnel

Line No.		Appropriated Quantity [1]	Actual Quantity [2]	Current Needs [3]	Needs Station 4 [4]	Planned Staffing
	Personnel					
1	Fire Chief	1.0	1.0	0.0	0.0	1.0
2	Assistant Fire Chiefs - Admin & Operations	2.0	2.0	0.0	0.0	2.0
3	Captain - Fire Prevention & EMS	2.0	2.0	0.0	0.0	2.0
4	Firefighter/ Inspector	1.0	1.0	1.0	0.0	2.0
5	Administrative Assistant & Staff Assistant	2.0	2.0	0.0	0.0	2.0
6	Battalion Chief	3.0	3.0	0.0	0.0	3.0
7	Fire Lieutenant	9.0	9.0	0.0	3.0	12.0
8	Firefighter / Paramedic or EMT	30.0	30.0	0.0	9.0	39.0
9	**Total Personnel**	50.0	50.0	1.0	12.0	63.0
	Support					
10	Dispatchers (Police Department Employees)	0.0	0.0	0.0	0.0	0.0
11	Volunteers	6.0	2.0	4.0	0.0	6.0
12	**Total Support**	56.0	52.0	5.0	12.0	69.0
	Level of Service					
13	Firefighter/Rescue Division	42.0	42.0	0.0	12.0	54.0

Footnotes:

[1] As obtained form the City's preliminary FY 2013 Budget.

[2] As provided by the City's Fire Chief.

[3] In addition to exiting personnel, these members have been identified as current deficiencies in terms of level of service based on information provided by the Fire Chief.

[4] Thirteen (13) Firefighters required for Station 4 as provided by the City.

Table 5-2
City of Clermont
Fire Rescue Services Impact Fee Analysis

Inventory of Existing Capital Equipment, Vehicles & Facilities

Line No.	Description	Asset Number	Historical Cost [1]
1	**Machinery and Equipment**	N/A	$876,482
2	**Major Vehicles and Firefighting Equipment**		
3	Chevrolet Suburban - 1998	3103	$23,243
4	Dodge 3500 Truck - 2001	3104	20,975
5	Ford F-350 Red and White - 2003	3105	37,374
6	Ford Explorer - 2005	3107	22,532
7	E - One Quint - 2005	3108	466,023
8	Chevrolet Suburban - 2007	3109	31,639
9	Chevy Malibu SD Red - 2007	C-103	15,973
10	Spartan Heavy Rescue - 1995	3214	157,609
11	Freightliner / Ferrera - 2002	3226	153,515
12	First Out/Int Pumper - 1997	3256	69,617
13	Grumman Tower Truck - 1989	3258	261,816
14	E-One Fire Engine - 2008	3259	262,450
15	Chevy Impala - 2001	3261	20,449
16	Ford Crown Victoria - 2006	3262	30,791
17	Ford Explorer - 2001	3102	23,803
18	F-450 Ford Attack - 2012	3263	83,138
19	E-One Ladder Truck - 2012	3264	604,800
20	Total Vehicles and Firefighting Equipment		$2,285,746
21	**Other Capital Equipment and Required Facilities**		
22	Land, Buildings & Furnishing		Historical Cost [1]
23	Land	N/A	$700,555
24	Building - Station #1	N/A	1,937,516
25	Building - Station #2	N/A	1,017,436
26	Building - Station #3	N/A	1,802,409
27	Office Equipment and Furniture	N/A	61,854
28	Computer Systems and Software	N/A	119,200
29	Total Other Fire Department Equipment and Required Facilities		$5,638,972
30	**Total Existing Capital Equipment, Vehicles & Facilities**		$8,801,199

Footnotes:
[1] Amounts reflected as provided by the City as of September 30, 2013.

Table 5-3
City of Clermont
Fire Rescue Services Impact Fee Analysis

Inventory of Proposed Capital Equipment, Vehicles & Facilities

Line No.	Description	Current Cost [1]
	Machinery and Equipment	
1	Diesel Exhaust Capture System	$18,000
2	Repl Physio-Control Life -Pac 15 Defibulator/Cardiac Pacers (2)	204,000
3	Repl Delf Contained Breathing Apparatus & Compressor	93,500
4	Repl Delf Contained Breathing Apparatus & Compressor	75,000
5	Thermal Imaging Camera	27,000
6	20' Technical Rescue Trailer	20,000
7	Less Assets Replacements [2]	(260,750)
8	Total Machinery and Equipment	$176,750
9	**Major Vehicles and Firefighting Equipment**	
10	Fire / Rescue Boat	$150,000
11	Replacement Vehicles	
12	Replacement Vehicles	$167,000
13	Retirement - 3104 [3]	(20,975)
14	Retirement - 3102 [3]	(23,803)
15	Retirement - 3107 [3]	(22,532)
16	Retirement - 3105 [3]	(37,374)
17	Retirement - 3109 [3]	(31,639)
18	Net Amount Included in Fee	$30,678
19	Replacement Pumpers	
20	Replacement Class A Pumper	$1,600,000
21	Retirement - 3214 [3]	(157,609)
22	Retirement - 3226 [3]	(153,515)
23	Net Amount Included in Fee	$1,288,876
24	Replacement Tower	
25	Replacement Aerial Quint	$700,000
26	Retirement - 3258 [3]	(261,816)
27	Net Amount Included in Fee	$438,184
28	Total Vehicles and Firefighting Equipment	$1,907,738
29	**Other Capital Equipment and Required Facilities**	
30	Land, Buildings & Furnishing	Current Cost [1]
31	Fire Station #4	$3,500,000
32	Total Other Fire Department Equipment and Required Facilities	$3,500,000
33	**Total Proposed Capital Equipment, Vehicles & Facilities**	$5,584,488

Table 5-3
City of Clermont
Fire Rescue Services Impact Fee Analysis

Inventory of Proposed Capital Equipment, Vehicles & Facilities

Footnotes:

[1] Amounts reflected as provided by the City unless otherwise indicated.

[2] Original equipment costs assumed to be approximately 70% of the replacement costs based on an average ten (10) year life.

[3] Amount reflects an adjustment for vehicles derived from Table 5-2 which are expected to be replaced.

Table 5-4
City of Clermont
Fire Rescue Services Impact Fee Analysis

Summary of Capital Costs to Provide Fire Rescue Services

Line No.	Description	Total Cost [1]	Total Personnel Requirements [2]	Average Cost per Personnel
	Recoupment Costs [3]			
1	Machinery & Equipment	$876,482	54	$16,231
2	Major Vehicles & Fire Fighting Equipment	2,285,746	54	42,329
3	Other Capital Equipment & Facilities	5,638,972	54	104,425
4	Total Recoupment Costs	$8,801,199		$162,985
	Proposed Capital Additions [4]			
5	Machinery & Equipment	$176,750	54	$3,273
6	Major Vehicles & Fire Fighting Equipment	1,907,738	54	35,328
7	Other Capital Equipment & Facilities	3,500,000	54	64,815
8	Total Proposed Costs	$5,584,488		$103,416
	Additional Cost or Adjustments			
9	Borrowing Costs - Series 2002 Bonds [5]	$54,674	54	$1,012
10	Less Historical Capital Grants Received	(349,204)	54	(6,467)
11	Less Proposed Future Capital Grants	(95,000)	54	(1,759)
12	Total Additional Costs or Adjustments	($389,530)		($7,214)
13	Total Capital Costs	$13,996,158		$259,187

Footnotes:

[1] Total estimated capital costs in Tables 5-2 and 5-3.

[2] Future Requirements based on Level of Service Standards adopted by the City. Future needs are calculated as follows:

Projected Population at 2020	42,100
Existing LOS per 1,000 population	1.28
Total Rescue Personnel Required in 2020	54

[3] Amounts derived from Table 5-2.

[4] Amounts derived from Table 5-3.

[5] Amount represents the borrowing costs associated with the 2002 Bonds calculated as follows:

Total Interest Cost on 2002 Bonds	$2,485,191
Percent Allocable to Fire Department	2.2%
Total Amount Allocable to Fire Department	$54,674

Table 5-5
City of Clermont
Fire Rescue Services Impact Fee Analysis

Impact Fee Allocation - Base Capacity / Variable

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)
1	**Residential**	RS	Dwelling Unit	0.648375	2.54	$156.45	$257.65	$204.78	$462.00	$395.00	$67.00
	Non-Residential										
2	All Suites Hotel	H/M	Room	1.129167	N/A	$156.45	$176.66	$291.61	$468.00	$274.00	$194.00
3	Apparel Store	GR	1,000 sf	2.367813	N/A	156.45	370.44	611.49	982.00	609.00	373.00
4	Arts and Crafts Store	GR	1,000 sf	2.136875	N/A	156.45	334.31	551.85	886.00	525.00	361.00
5	Athletic Club	REC	1,000 sf	1.502083	N/A	156.45	235.00	387.91	623.00	406.00	217.00
6	Automobile Parts Sales	SS	1,000 sf	2.686667	N/A	156.45	420.33	693.83	1,114.00	570.00	544.00
7	Bowling Alley	REC	1,000 sf	2.349167	N/A	156.45	367.53	606.67	974.00	628.00	346.00
8	Building Materials and Lumber Store	GR	1,000 sf	1.636250	N/A	156.45	255.99	422.56	679.00	429.00	250.00
9	Business Park	OFF	1,000 sf	0.901488	N/A	156.45	141.04	232.81	374.00	227.00	147.00
10	Cemetery	INST	Acre	0.121131	N/A	156.45	18.95	31.28	50.00	128.00	(78.00)
11	Clinic	INST	1,000 sf	3.263333	N/A	156.45	510.55	842.76	1,353.00	690.00	663.00
12	Commercial Airport	OTH	Flight per Day	4.106250	N/A	156.45	642.42	1,060.44	1,703.00	1,017.00	686.00
13	Convenience Market	GR	1,000 sf	6.118021	N/A	156.45	957.16	1,579.98	2,537.00	1,749.00	788.00
14	Convenience Market with Gasoline Pumps	SS	1,000 sf	6.958750	N/A	156.45	1,088.70	1,797.10	2,886.00	1,976.00	910.00
15	Corporate Headquarters Building	OFF	1,000 sf	0.845536	N/A	156.45	132.28	218.36	351.00	199.00	152.00
16	Day Care Center	INST	1,000 sf	6.948810	N/A	156.45	1,087.14	1,794.53	2,882.00	1,818.00	1,064.00
17	Discount Club	GR	1,000 sf	1.512500	N/A	156.45	236.63	390.60	627.00	401.00	226.00
18	Discount Home Furnishings Superstore	GR	1,000 sf	1.280313	N/A	156.45	200.30	330.64	531.00	451.00	80.00
19	Discount Supermarket	GR	1,000 sf	2.744688	N/A	156.45	429.41	708.82	1,138.00	867.00	271.00
20	Drive-in Bank	F/I	1,000 sf	1.915774	N/A	156.45	299.72	494.75	794.00	614.00	180.00
21	Electronic Superstore	GR	1,000 sf	1.867188	N/A	156.45	292.12	482.20	774.00	428.00	346.00
22	Factory Outlet Center	GR	1,000 sf	0.953125	N/A	156.45	149.12	246.14	395.00	271.00	124.00
23	Fast-food Restaurant with Drive Through	ED	1,000 sf	9.001250	N/A	156.45	1,408.25	2,324.57	3,733.00	4,421.00	(688.00)
24	Fast-food Restaurant without Drive Through	ED	1,000 sf	12.436875	N/A	156.45	1,945.75	3,211.82	5,158.00	6,283.00	(1,125.00)
25	Free-Standing Discount Store	GR	1,000 sf	2.153125	N/A	156.45	336.86	556.04	893.00	521.00	372.00
26	Free-Standing Discount Superstore	GR	1,000 sf	2.056875	N/A	156.45	321.80	531.19	853.00	563.00	290.00
27	Furniture Store	GR	1,000 sf	0.290625	N/A	156.45	45.47	75.05	121.00	89.00	32.00
28	Gasoline / Service Station	SS	Pump Position	1.422604	N/A	156.45	222.57	367.39	590.00	382.00	208.00
29	Gasoline / Service Station w/ Convenience Market	SS	Pump Position	1.377500	N/A	156.45	215.51	355.74	571.00	371.00	200.00
30	Gasoline / Service Station w/ Convenience Market & Car Wash	SS	Pump Position	1.299792	N/A	156.45	203.35	335.67	539.00	348.00	191.00
31	General Aviation Airport	OTH	Flight per Day	0.118333	N/A	156.45	18.51	30.56	49.00	24.00	25.00
32	General Heavy Industrial	IND	1,000 sf	0.435714	N/A	156.45	68.17	112.52	181.00	125.00	56.00
33	General Light Industrial	IND	1,000 sf	0.564137	N/A	156.45	88.26	145.69	234.00	129.00	105.00
34	General Office Building	OFF	1,000 sf	0.893750	N/A	156.45	139.83	230.81	371.00	269.00	102.00
35	Golf Course	REC	Hole	4.710000	N/A	156.45	736.88	1,216.36	1,953.00	1,220.00	733.00
36	Golf Driving Range	REC	Tee	0.706875	N/A	156.45	110.59	182.55	293.00	178.00	115.00
37	Hardware / Paint Store	GR	1,000 sf	1.595625	N/A	156.45	249.64	412.07	662.00	481.00	181.00
38	Health / Fitness Club	REC	1,000 sf	1.187500	N/A	156.45	185.78	306.67	492.00	321.00	171.00
39	High-Turnover Restaurant (Sit-down)	ED	1,000 sf	4.144063	N/A	156.45	648.34	1,070.20	1,719.00	1,296.00	423.00
40	Home Improvement Superstore	GR	1,000 sf	1.091875	N/A	156.45	170.82	281.98	453.00	297.00	156.00
41	Hospital	INST	1,000 sf	3.170000	N/A	156.45	495.95	818.65	1,315.00	617.00	698.00
42	Hotel	H/M	Room	2.095000	N/A	156.45	327.76	541.03	869.00	551.00	318.00
43	Industrial Park	IND	1,000 sf	0.511756	N/A	156.45	80.06	132.16	212.00	129.00	83.00
44	Junior / Community College	INST	Student	0.204762	N/A	156.45	32.04	52.88	85.00	53.00	32.00
45	Lodge / Fraternal Organization	INST	Member	0.008333	N/A	156.45	1.30	2.15	3.00	6.00	(3.00)

Table 5-5
City of Clermont
Fire Rescue Services Impact Fee Analysis

Impact Fee Allocation - Base Capacity / Variable

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)
46	Manufacturing	IND	1,000 sf	0.428274	N/A	156.45	67.00	110.60	178.00	125.00	53.00
47	Marina	REC	Acre	0.927500	N/A	156.45	145.11	239.53	385.00	246.00	139.00
48	Medical / Dental Office Building	OFF	1,000 sf	1.597024	N/A	156.45	249.85	412.43	662.00	421.00	241.00
49	Mini-warehousing	WH	1,000 sf	0.023065	N/A	156.45	3.61	5.96	10.00	61.00	(51.00)
50	Motel	H/M	Room	1.406667	N/A	156.45	220.07	363.27	583.00	334.00	249.00
51	Movie Theater	REC	1,000 sf	5.196667	N/A	156.45	813.02	1,342.04	2,155.00	1,332.00	823.00
52	Multipurpose Recreational Facility	REC	Acre	7.034167	N/A	156.45	1,100.50	1,816.57	2,917.00	1,861.00	1,056.00
53	New Car Sales	MV	1,000 sf	1.263214	N/A	156.45	197.63	326.23	524.00	361.00	163.00
54	Nursery / Garden Center	GR	Acre	3.508750	N/A	156.45	548.94	906.13	1,455.00	730.00	725.00
55	Nursery Wholesale	GR	Acre	0.696354	N/A	156.45	108.94	179.83	289.00	451.00	(162.00)
56	Nursing Home	INST	1,000 sf	1.215833	N/A	156.45	190.22	313.99	504.00	539.00	(35.00)
57	Office Park	OFF	1,000 sf	0.891071	N/A	156.45	139.41	230.12	370.00	220.00	150.00
58	Pharmacy / Drugstore (No Drive Through)	GR	1,000 sf	1.944271	N/A	156.45	304.18	502.11	806.00	271.00	535.00
59	Pharmacy / Drugstore (With Drive Through)	GR	1,000 sf	1.929375	N/A	156.45	301.85	498.26	800.00	267.00	533.00
60	Place of Worship	INST	1,000 sf	0.426667	N/A	156.45	66.75	110.19	177.00	146.00	31.00
61	Private School (K-12)	INST	Student	0.426190	N/A	156.45	66.68	110.06	177.00	115.00	62.00
62	Quality Restaurant	ED	1,000 sf	3.889583	N/A	156.45	608.53	1,004.48	1,613.00	980.00	633.00
63	Quick Lubrication Vehicle Shop	SS	Service Position	0.680000	N/A	156.45	106.39	175.61	282.00	458.00	(176.00)
64	Racquet / Tennis Club	REC	Court	2.600000	N/A	156.45	406.77	671.45	1,078.00	665.00	413.00
65	Recreational Community Center	REC	1,000 sf	1.002083	N/A	156.45	156.78	258.79	416.00	236.00	180.00
66	Research and Development Center	OFF	1,000 sf	0.752976	N/A	156.45	117.80	194.46	312.00	200.00	112.00
67	Self-serve Car Wash	SS	Wash Stall	1.687500	N/A	156.45	264.01	435.80	700.00	454.00	246.00
68	Shopping Center	GR	1,000 sf	1.336250	N/A	156.45	209.06	345.09	554.00	410.00	144.00
69	Single Tenant Office Building	OFF	1,000 sf	0.882738	N/A	156.45	138.10	227.97	366.00	273.00	93.00
70	Specialty Retail Center	GR	1,000 sf	1.850313	N/A	156.45	289.48	477.84	767.00	422.00	345.00
71	Supermarket	GR	1,000 sf	2.871563	N/A	156.45	449.26	741.58	1,191.00	912.00	279.00
72	Tennis Courts	REC	Court	2.040000	N/A	156.45	319.16	526.83	846.00	536.00	310.00
73	Tire Store	SS	1,000 sf	0.955833	N/A	156.45	149.54	246.84	396.00	256.00	140.00
74	Tire Superstore	SS	1,000 sf	0.814583	N/A	156.45	127.44	210.37	338.00	219.00	119.00
75	Truck Terminal	WH	Acre	5.761667	N/A	156.45	901.41	1,487.95	2,389.00	835.00	1,554.00
76	University / College	INST	Student	0.397619	N/A	156.45	62.21	102.69	165.00	111.00	54.00
77	Walk-in Bank	F/I	1,000 sf	1.915774	N/A	156.45	299.72	494.75	794.00	479.00	315.00
78	Warehousing	WH	1,000 sf	0.229018	N/A	156.45	35.83	59.14	95.00	64.00	31.00
79	Water Slide Park	REC	Parking Space	0.285833	N/A	156.45	44.72	73.82	119.00	53.00	66.00
80	Wholesale Market	GR	1,000 sf	0.493750	N/A	156.45	77.25	127.51	205.00	104.00	101.00

Table 5-5
City of Clermont
Fire Rescue Services Impact Fee Analysis

Impact Fee Allocation - Base Capacity / Variable

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)

81 Should none of the above land uses adequately define a proposed non-residential development as determined by the City Manager, at the Manager's discretion the following average charge per non-residential development is considered appropriate:

	Non-residential
Total Cost per Person [Base] (1)	$156.45
Percent Allocable to Resident	64.84%
Amount Allocable to the Resident	$101.44
Amount Allocable to Non-residential	$55.01
Plus Cost per Person [Variable] (2)	258.25
Amount Allocable to Non-residential	$313.26
Square Feet of Non-residential Development per Person	250.00
Persons per 1,000 Square Feet	4.00
Average Cost per 1,000 Square Feet of Non-residential Development	$1,253.04

Table 5-5
City of Clermont
Fire Rescue Services Impact Fee Analysis

Impact Fee Allocation - Base Capacity / Variable

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)	Existing Impact Fee (Rounded)	Increase / (Decrease)

Footnotes

[1] Total Base Capacity estimated as follows:

Hazard Levels as provided by NFPA (National Fire Protection Association):

	LOS	Hazards: Low	Hazards: Medium	Hazards: High
Engines	4	2	3	4
Ladder Trucks	3	1	1	2
Chief Officer	3	1	1	2
Fire Fighters	51	12	16	24
Percent LOS		24%	31%	47%
Equivalency		0.5	0.7	1.0

Total Estimated Capital Costs - Investment in Fire Services	$13,996,158
Percent Base Capacity for High Hazard Occupancies	47%
Total Estimated Base Capacity Costs	$6,586,592
Total Population 2020	42,100
Total Cost per Person	$156.45

[2] Variable Cost per Unit estimated as follows:

Total Estimated Capital Costs - Investment in Fire Services	$13,996,158
Less Amount allocated to Base Capacity	6,586,592
Total Variable Cost	$7,409,566
Percent Residential (Historical)	48.41%
Total Residential Costs	$3,586,971
Total Non-residential Costs	$3,822,595

Residential Variable Allocation

	Historical Calls	Costs per Class	Estimated Units 2020	Variable Cost per Unit
Residential	100.00%	$3,586,971	17,516	$204.78

Non-residential Variable Allocation

Total Estimated Capital Costs - Investment in Police Services	$3,822,595
Total Functional (Non-residential) Population 2020	14,802
Total Cost per Person [*]	$258.25

[*] Applied on a functional population basis.

Table 5-6
City of Clermont
Fire Rescue Services Impact Fee Analysis

Fire Rescue Services Impact Fee Comparison [1]

Line No.	Description		Residential: Single Family	Residential: Multi-Family	Residential: Mobile Home	Non-Residential ($ per square foot)	
	City of Clermont						
1	Existing		$395.00	$335.00	$395.00 [2]	$0.781 per sq. ft.	
2	Proposed		462.00	462.00	462.00 [2]		
	Other Florida Government Agencies:						
3	City of Apopka		N/A	N/A	N/A	N/A	
4	City of Edgewater		330.51	143.77	330.51	$0.0116 - $0.241 per sq. ft.	[3]
5	City of Eustis		146.72	104.88	95.73	$0.01619 - $1.634 per sq. ft.	[3]
6	City of Kissimmee		N/A	N/A	N/A	N/A	
7	City of Lakeland		349.00	263.00	163.00	$0.014 - $0.491 per sq. ft.	[3]
8	City of Lake Mary		175.00	N/A	N/A	$0.129 per gross sq. ft.	
9	City of Lake Wales		593.00	520.00	N/A	$0.010 - 1.01 per sq. ft.	[3]
10	City of Leesburg		207.00	207.00	207.00	$0.1174 per sq. ft.	
11	City of Minneola		257.57	139.03	105.56	$0.023 - $0.025 per sq. ft.	[3]
12	City of Mount Dora		430.99	222.02	N/A	$0.026 - $2.20717 per sq. ft.	[3]
13	City of Ocoee	[4]	636.00	N/A	N/A	$0.470 per sq. ft.	
14	City of St. Cloud		549.00	359.00	N/A	$0.719 per sq. ft.	
15	City of Tavares	[5]	402.78	306.46	203.58	$0.01532 - $1.91538 per sq. ft.	[3]
16	City of Winter Garden		340.00	340.00	340.00	$0.61 per sq. ft.	
17	City of Winter Haven		483.90	N/A	N/A	$0.1588 per sq.ft.	
18	Other Florida Governmental Agencies' Average		$377.04	$260.52	$206.48		

Footnotes:

[1] Unless otherwise noted, amounts shown reflect impact fees in effect October 2013. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed municipality.

[2] Based upon the City's existing ordinance and procedures, one new mobile home is charged as one single family dwelling unit.

[3] Reflects the lowest and highest rate per square feet.

[4] Impact fees temporarily reduced to 50% of the amounts shown from January 3, 2013 until January 1, 2014.

[5] Impact fees were waived until June 30, 2013. Beginning July 1, 2013, they are set to increase in six month increments until July 1, 2014, when the full impact fees will become effective again.

RECREATION IMPACT FEE

SECTION 6

PARKS AND RECREATION IMPACT FEE

GENERAL

This section provides a discussion of the development and design of the proposed impact fee for recreational services. Included in this section is a discussion of the City's adopted level of service (LOS) standards, facility requirements, and related capital costs included as the basis for the fee determination, and the design of the fee to be applied to new growth within the City.

DEFINITION OF RECREATIONAL FACILITIES

The Department of Natural Resources ("DNR") has identified seven classifications or categories of parks. The seven classifications are: i) equipped play area and tot lot; ii) neighborhood park; iii) community park; iv) urban open space; v) urban-district park; vi) regional park; and vii) beach access site. There are specific site guidelines for the recreational classifications that are basically directed towards size, accessibility, and population requirements. Urban-District parks, regional parks, and beach access sites are not normally applicable to every City. As illustrated in the summary of existing City-owned and operated parks, Table 6-1, the City maintains an extensive inventory of recreational facilities and activities. The following is a discussion of the site guidelines as identified by the DNR:

- <u>Equipped Play Area and Tot Lot</u> – These recreational areas generally consist of open areas with play apparatus for school age or preschool children. Usually, these areas range in size from 1/4 to one acre and serve neighborhoods of between 500 and 2,500 people. Recommended facilities include playground equipment, benches and picnic tables, landscaping and open space.

- <u>Neighborhood Park</u> – These recreational areas generally consist of a variety of facilities designed for the specific needs of the neighborhood. This park is usually considered as a "walk-to" park where access is directed towards the local residents of the neighborhood. The park is usually designed to serve a radius of up to 1/2 mile and has a size ranging from five to ten acres (i.e., approximately two acres per 1,000 people). Recommended facilities include playground equipment, recreational buildings, multipurpose courts, sports fields, picnic areas, and open space.

- <u>Community Park</u> – These recreational areas are considered as "ride-to" parks and are typically located on major collector or arterial streets. This type of park is designed to serve the needs of four to six neighborhoods or generally a radius of up to three miles. It is recommended that this type of park be a minimum of twenty acres based on a minimum standard of two acres per 1,000 population. Just as the neighborhood park is designed to serve the needs of the neighborhood, a community park is designed to meet the needs of the surrounding community. Recommended facilities may include swimming pools, ball fields, tennis courts, playground equipment, multipurpose courts, recreation buildings, sports fields, and other associated equipment. Also, the park should include allowances for open space, adequate parking, and landscaping. The facilities included in the neighborhood park may also be included in a community park.

- Urban Open Space – These areas are landscaped or natural open areas usually located within built-up areas and may serve a variety of population sizes based on the size of the open space. The principal function of these areas is to provide a buffer to congested environments. Facilities for this type of park may include benches, commemorative structures, trails, and paths.

The foregoing recreational facilities may also be classified into two categories: resource-based and activity-based. Resource-based sites and facilities are defined as those centered around particular natural resources. These sites provide opportunities for activities such as picnics, hiking, water sports, fishing or just exploring nature. Activity-based recreational sites and facilities are defined as those developed for the enjoyment of particular commercial or non-commercial activities. These sites include facilities for basketball, baseball, football, soccer, golf, amusement parks, arcades, water parks, and community or senior citizen centers.

As described above, the two types of public recreational areas that appear to best meet the recreational open space needs of the City are the neighborhood park and community park. Due to the size of the City, these recreational areas appear to satisfy the major recreational requirements of the City since there is easy access and all of the types of facilities that may be required by the population are either currently provided or planned. Additionally, the City provides an array of public recreational activities for its residents. These public activities are mainly in the form of picnic areas, exercise trails, and various athletic fields. The City's existing public recreational activities provide diverse recreational opportunities for all residents.

LEVEL OF SERVICE STANDARDS

As outlined in the Recreation and Open Space Element of the City's Comprehensive Plan, the City has adopted level of service standards for recreational facilities and activities. With respect to open space, the City has adopted a recreational open-space LOS standard of ten (10) acres per 1,000 residents in total. For impact fee development, only the total acreage standard of ten (10) acres per 1,000 residents will be summarized into the fee. The City currently owns and maintains an inventory of parks. A summary of the City-owned and -operated parks (existing and under development) is summarized on Table 6-1. The City's current inventory includes 374.88 acres: Regional Parks (219.0 acres), Community Parks (87.65 acres), Neighborhood Parks (30.82 acres), Mini-Parks (8.24 acres) and General Open Space (29.17 acres). Table 6-2 provides a detailed listing of the City's current investment in the parks, including land, improvements, facilities, and equipment, which total approximately $36.3 million. As shown in Table 6-3 and based on the estimated population of 30,201 residents in 2013, the City has an existing level of service for total open space of approximately 12 acres per 1,000 population, which results in the City having an existing surplus as follows:

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Existing Population	30,201
Open Space LOS	10.0 acres per 1,000 population
Required Acres	302.01 acres
Current City Inventory	374.88 acres
Surplus/(Deficiency)	72.87 acres

In addition to open space parkland, the City provides its residents with a number of recreational activities, both passive and active activities. The City has adopted service standards for each activity as illustrated in Table 6-4. This table summarizes the City's existing and future surpluses and/or deficiencies in service activities based upon the adopted standards. Such activities include, but are not limited to, the following:

- Tennis Courts
- Baseball/Softball Fields
- Racquetball Courts
- Basketball Courts
- Multipurpose Fields

Based on the service levels by activity as shown in Table 6-4, certain small deficiencies need to be considered when developing the recreation impact fee. Table 6-5 summarizes the required adjustments to activity costs estimated at approximately $464,339 in order to cover the existing deficiencies of certain activities. This estimate was developed based on comparing actual facilities to the required standard and adjusting by estimated costs to construct such facilities.

OTHER CAPITAL PROJECTS

In addition to the standards-based level of service related adjustments discussed above, the City plans to make additional improvements to recreation facilities estimated at $9,796,449 that will serve the City's "build-out" population estimated at 68,099 persons. Approximately $1.0 million of these project costs relate to the recently purchased "Celebration of Praise" property to allow for normal upgrades. This property was purchased by the City for approximately $6.3 million and was included in Table 6-2 under existing assets, which was allocated to the buildings and land categories for inclusion in the impact fee calculation.

The City also anticipates receiving $2,531,804 in grant funding for the planned projects shown in Table 6-6. This results in an additional net investment by the City of approximately $7,264,645. This investment was then allocated to the existing population based on a percentage of existing population compared to the estimated "build-out" population. This results in an allocated amount of $3,221,774 included in the calculation of the fee.

DESIGN OF RECREATIONAL FACILITY IMPACT FEE

The method used to determine the impact fee is the standards-driven method with recoupment. This method which was used to determine the recreational facilities component of the recreation impact fee was based upon an allocation process to assign costs between existing and future residents. Table 6-7 at the end of this section summarizes the results of the approach. The following is a brief description of the method used in this study:

- Development of Total Capital Need – Based on the City's estimated capital costs of developing existing and future park facilities, population projections, and recommended LOS requirements, the total estimated cost to serve existing residents is developed which needs to be recovered from future growth (a "Buy-in Approach").

- Development of Equivalent Impact Fee Units – This step develops the estimated number of equivalent impact fee units, which the fee is to be calculated such that a specific rate can be developed. This municipal service is applicable only to the residential class and the equivalent unit is considered to be one (1) resident (per resident application).

- Calculation of Cost per Development – Once the total capital costs allocable to each future resident are determined, the cost per development unit was calculated, or the impact fee unit per dwelling (residence).

Recreational Facility Impact Fee Assumptions

In the development of the recreation impact fees, several assumptions were required. The major assumptions used in the development of the impact fees are as follows:

1. The development of the cost for the recreation facilities impact fees was based on the City's current inventory of parks and recreational activities, the recommended service standards for recreational facilities and activities, and the City's estimated capital costs to develop future facilities and activities.

2. As indicated in Table 6-7, the City has identified existing needs totaling $23,632,414 which includes a credit for grants and other sources of cost free capital which reduced the burden by $12,284,805. The total needs were based primarily on actual investments made by the City, which should be recouped from future residential growth.

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Impact Fee Calculation

Based on the above-referenced assumptions, the recreation impact fee as set forth in detail on Table 6-7 was determined as follows:

Net Investment – Open Space [1]	$10,169,947
Existing Open Space	374.88
Existing Cost Per Acre	$27,129
Open Space Requirement for Existing Residents (Acres)	302.01
Total Capital Cost to Provide Open Spaces	$8,193,229
Total Capital to Provide Recreation Facilities	4,997,980
Total Capital Costs to Provide Recreation Activities and Equipment	10,291,653
Additional Borrowing Costs[2]	729,357
Total Capital Costs Allocable to Exiting Residents	$24,212,219
Less Other Funding Sources[3]	579,805
Total Cost Allocated to Fee	$23,632,414
Existing Population	30,201
Proposed Rate per Person	$782.50

[1] Amount was reduced by $11.7 million in grant revenues for land.
[2] Additional borrowing costs as allocated to the impact fee calculation based on the planned purchase and financing of the Celebration of Praise Property.
[3] Amount reflects additional grants for activities and facilities.

The proposed rate per person is applied to the residential classes (single-family, multi-family, and mobile homes) based on the number of residents per dwelling unit as shown in Table 6-8. A detailed comparison of proposed and existing impact fees by residential class and unit design is presented in Table 6-9.

IMPACT FEE COMPARISONS

In order to provide the City additional information about the proposed impact fees, a comparison of the proposed fees for the City and those charged by other jurisdictions was prepared. Table 6-9 at the end of this section summarizes the impact fees for recreational services charged by other communities with the proposed rates of the City. Please note that each community may establish a different LOS standard to meet its demographic needs for recreation facilities and activities. The City can anticipate variances between other communities.

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Section 6
City of Clermont
Parks and Recreation Impact Fee Analysis

List of Tables

Table 6-1
City of Clermont
Parks and Recreation Impact Fee Analysis

Inventory of City Parks and Recreational Facilities [1]

Line No.	Facility Classification	Acres	Activity	Facilities
1	**Regional Parks**	**219.00**		
2	Inland Groves Property Park	219.00	Passive	Volleyball Court General Play Ground Fishing Pier Canoe / Kayak Launch Wildlife Observation Platform Nature / Hiking Trails Paved Bicycle / Pedestrian Trail
3	**Community Parks**	**87.65**		
4	Hancock Park	22.80	Active	Batting Cages Softball Field Soccer Fields Basketball Courts Tennis Courts General Play Ground Pavilion Concession Stand
5	Palatlakaha Recreation Area	27.39	Active	Volleyball Court Little League Fields Senior League Fields Bull Pens Batting Cages Softball Fields Football / Soccer Fields Press Box Concession Stand Tennis Courts Basketball Court Racquetball Court Nature Trail Boardwalk Canoe Launch Fishing Pier Pavilion Picnic Table General Play Ground Exercise and Fitness Trail
6	Lake Felter Park	13.13	Active	Basketball Court Softball Field Football / Soccer Field General Playground Tennis Court
7	Waterfront Park / Highlander Hut	23.99	Active	Basketball Court General Play Ground Volleyball Court Boardwalk Paved Bicycle / Pedestrian Trail Fishing Pier Picnic Pavilions Picnic Tables Beach House Grills

Table 6-1
City of Clermont
Parks and Recreation Impact Fee Analysis

Inventory of City Parks and Recreational Facilities [1]

Line No.	Facility Classification	Acres	Activity	Facilities
				Benches
8	Jenkins Auditorium	0.34	Active	Restrooms Kitchen Stage
9	**Neighborhood Parks**	**30.82**		
10	McKinney Park	5.25	Active	Basketball Court Softball Field Volleyball Court General Playground Pavilion Picnic Tables
11	Bishop Field	3.42	Active	Snior League Field Batting Cage Concession Stand Grandstand Seating
12	Lakeview Hills Park	3.15	Passive	Picknic Tables Benches
13	West Park	2.39	Active	Little League Field Softball Field Batting Cages Consession Stand Movable Bleachers
14	Center Lake Park	12.55	Passive	Excerise / Fitness Trail with Stations
15	Boat Ramp	2.05	Passive	Boat Ramps
16	Kiwanis Park	2.01	Passive	General Playground Swing Set Benches Picnic Tables
17	**Mini-Parks**	**8.24**		
18	Azalea Park	1.70	Passive	Picnic Tables
19	Park of Indian Hills	1.35	Passive	Park Benches
20	West Beach Park	1.05	Passive	Swing Set Fishing Pier Paved Bicycle / Pedestrian Trail Picnic Tables Water Fountain
21	Kehlor Park / Clermont Recreation Club	1.03	Active	Tesnnis Court Shuffle Board Horseshoe Area Club House / Senior Center
22	Veterans Park	0.86	Passive	Benches
23	Edgewood Place Park	0.72	Active	General Play Ground Swing Set

Table 6-1
City of Clermont
Parks and Recreation Impact Fee Analysis

Inventory of City Parks and Recreational Facilities [1]

Line No.	Facility Classification	Acres	Activity	Facilities
24	8th Street Trailhead	0.70	Passive	Trails Picnic Tables Park Benches Clock Tower
25	Montros Tot-Lot	0.34	Active	1/2 Basketball Court General Play Ground Picnic Table Benches
26	Chesnut Park	0.34	Active	1/2 Basketball Court Swing Set Slide Picnic Tables Water Fountain
27	Seminole Park	0.15	Active	General Play Ground Swing Set Benches Picnic Tables
28	**Open Space**	**29.17**		
29	Highland Avenue Corridor Park	1.00	Passive	Open Space
30	Lake Minneola Scenic Trail	2.75	Passive	Paved Bicycle Trail / Pedestrial Trail
31	Celebration of Praise - Open Space	25.42	Passive	Vacant Property / Open Space
	Summary			
32	Regional Parks	219.00		
33	Community Parks	87.65		
34	Neighborhood Parks	30.82		
35	Mini-Parks	8.24		
36	Open Space	29.17		
37	**Total Acres in Service**	**374.88**		

Footnotes
[1] Inventory as provided by the City and in service as of September 30, 2013, plus new open-spaces associated with purchasing the Celebration of Praise Property.

Table 6-2
City of Clermont
Parks and Recreation Impact Fee Analysis

Summary of Existing City Investments in Parks and Recreation

Line No.	Description	Acquisition Cost	Asset Category	Asset Category Allocated Amounts: Land	Facility	Activity	Equipment	Excluded	Total
	Fixed Assets								
	Land								
1	Inland Groves South	$6,026,741	Land	$6,026,741	$0	$0	$0	$0	$6,026,741
2	Pool Property South	2,276,741	Land	2,276,741	0	0	0	0	2,276,741
3	E 33 Lot 14 & W20' Lot 12 Blk 80	3,508	Land	3,508	0	0	0	0	3,508
4	Block 89A Center Lake Park	6,700	Land	6,700	0	0	0	0	6,700
5	Sunnyside Unit Blk 9 Parks	3,000	Land	3,000	0	0	0	0	3,000
6	Lots 8,9,10 Blk 73 Women'S Club	10,800	Land	10,800	0	0	0	0	10,800
7	Lots 4-6;14-20 & E 50' Of Said Lots	9,020	Land	9,020	0	0	0	0	9,020
8	Baseball Park Lots 13-20 Blk 6	18,800	Land	18,800	0	0	0	0	18,800
9	Kehlor Park	16,400	Land	16,400	0	0	0	0	16,400
10	Lots 5, 6, Lot 20, Blk 76	18,200	Land	18,200	0	0	0	0	18,200
11	Lake Minneola Park All Blks 10-13	24,600	Land	24,600	0	0	0	0	24,600
12	N 120' Of Lot 8 Hibiscus Pk	600	Land	600	0	0	0	0	600
13	Lots 1-11 S Of Hwy Blk 125 Sunset	2,000	Land	2,000	0	0	0	0	2,000
14	Indian Hills Park	5,000	Land	5,000	0	0	0	0	5,000
15	Crystal Lake Park	2,500	Land	2,500	0	0	0	0	2,500
16	12Th Avenue Park	356,621	Land	356,621	0	0	0	0	356,621
17	Adjacent 5 Acres 12Th Ave Pk	93,411	Land	93,411	0	0	0	0	93,411
18	Partial City Hall Parking Lot	60,177	Land	60,177	0	0	0	0	60,177
19	Railroad Right Of Way Near West Beach	7,813	Land	7,813	0	0	0	0	7,813
20	Rail To Trail Property Near West Beach	15,116	Land	15,116	0	0	0	0	15,116
21	Boat Ramp-Doyle Property	265,460	Land	265,460	0	0	0	0	265,460
22	Ellrodt Property - Adj To Boat Ramp Rd	35,391	Land	35,391	0	0	0	0	35,391
23	Chodos Property - Adj To Boat Ramp Rd	17,868	Land	17,868	0	0	0	0	17,868
24	W Ave & Minneola (Sutton Prop)	16,373	Land	16,373	0	0	0	0	16,373
25	490 West Ave Train Depot	535,180	Land	535,180	0	0	0	0	535,180
26	922 Minneola Ave	596,489	Land	596,489	0	0	0	0	596,489
27	Bell Ceramics Property - Waterfront	1,514,841	Land	1,514,841	0	0	0	0	1,514,841
28	North Inland Groves Property	8,253,500	Land	8,253,500	0	0	0	0	8,253,500
29	630 - 634 W Montrose St Jenkins	351,480	Land	351,480	0	0	0	0	351,480
30	Johnson's Replat Lot 8,9,10 - Bonjorn	130,619	Land	130,619	0	0	0	0	130,619
31	Celebration of Praise - Purchase of Open Spaces (25.42 Acres)	1,200,000	Land	1,200,000	0	0	0	0	1,200,000
32	**Land Total**	**$21,874,947**		**$21,874,947**	**$0**	**$0**	**$0**	**$0**	**$21,874,947**
	Buildings								
33	Pavillion 12Th Street Park	$22,182	Facility	$0	$22,182	$0	$0	$0	$22,182
34	Restrooms 12Th St Park	27,319	Facility	0	27,319	0	0	0	27,319
35	Storage 12Th St Park	19,122	Facility	0	19,122	0	0	0	19,122
36	Cemetary Addition	2,000	Facility	0	2,000	0	0	0	2,000
37	Columbarium Niche #1 & 7	21,725	Facility	0	21,725	0	0	0	21,725
38	Historic Library	203,521	Facility	0	203,521	0	0	0	203,521
39	Historic Village	304,181	Facility	0	304,181	0	0	0	304,181
40	Historic Village Fire & Security System	5,985	Facility	0	5,985	0	0	0	5,985
41	Highlander Hut And Waterfront Pavilion	1,428,355	Facility	0	1,428,355	0	0	0	1,428,355
42	Community Center	701,772	Facility	0	701,772	0	0	0	701,772
43	Celebration of Praise - Purchase of Facilities	5,100,000	Facility	0	5,100,000	0	0	0	5,100,000
44	**Building Total**	**$7,836,162**		**$0**	**$7,836,162**	**$0**	**$0**	**$0**	**$7,836,162**
	Infrastructure								
45	Boat Ramps	$1,314	Activity	$0	$0	$1,314	$0	$0	$1,314
46	Jaycee Beach Improvements	4,622	Activity	0	0	4,622	0	0	4,622
47	Resurface Tennis Courts & Level Fence	6,623	Activity	0	0	6,623	0	0	6,623
48	Boat Ramp And Pier	7,588	Activity	0	0	7,588	0	0	7,588
49	Ballfields	26,400	Activity	0	0	26,400	0	0	26,400
50	Elementary Field Improvements	5,138	Activity	0	0	5,138	0	0	5,138
51	Pave Courts At Elementary School	3,480	Activity	0	0	3,480	0	0	3,480
52	Jaycee Beach Fencing	5,244	Activity	0	0	5,244	0	0	5,244
53	Bishop Field Lights	1,909	Activity	0	0	1,909	0	0	1,909
54	Boat Ramp Renovations	3,313	Activity	0	0	3,313	0	0	3,313
55	Bishop Field Poles	7,479	Activity	0	0	7,479	0	0	7,479
56	Fitness Trail	827	Activity	0	0	827	0	0	827
57	Jaycee Beach Public Swiming	3,980	Activity	0	0	3,980	0	0	3,980
58	Shuffleboard Courts	4,608	Activity	0	0	4,608	0	0	4,608
59	Resurfacing Shuffleboard Courts	3,076	Activity	0	0	3,076	0	0	3,076
60	Jaycee Beach Seawall	677	Activity	0	0	677	0	0	677
61	East Ave Ballfield Fencing	2,265	Activity	0	0	2,265	0	0	2,265
62	Jaycee Beach Emission Control	6,840	Activity	0	0	6,840	0	0	6,840
63	West Beach Improvements	8,700	Activity	0	0	8,700	0	0	8,700
64	12Th Street Park	33,826	Activity	0	0	33,826	0	0	33,826
65	Resurface Courts At Kehlor Park	5,860	Activity	0	0	5,860	0	0	5,860
66	12Th St Park Engineering Asphalt	828,440	Activity	0	0	828,440	0	0	828,440
67	Kehlor Park	11,876	Activity	0	0	11,876	0	0	11,876
68	12Th St Courts - Tennis, Basketb, Volley	67,244	Activity	0	0	67,244	0	0	67,244
69	12Th St Improvements	169,781	Activity	0	0	169,781	0	0	169,781

Table 6-2
City of Clermont
Parks and Recreation Impact Fee Analysis

Summary of Existing City Investments in Parks and Recreation

Line No.	Description	Acquisition Cost	Asset Category	Asset Category Allocated Amounts: Land	Facility	Activity	Equipment	Excluded	Total
70	Bishop Field Lights	43,868	Activity	0	0	43,868	0	0	43,868
71	West Field Lights	35,178	Activity	0	0	35,178	0	0	35,178
72	12Th St Park Bike Path	19,914	Activity	0	0	19,914	0	0	19,914
73	12Th St Park Boardwalk	96,002	Activity	0	0	96,002	0	0	96,002
74	12Th St Park Fitness Trail	1,402	Activity	0	0	1,402	0	0	1,402
75	12Th St Park Fence	4,943	Activity	0	0	4,943	0	0	4,943
76	1Th St Park Playground	10,183	Activity	0	0	10,183	0	0	10,183
77	12Th Street Park Improvements	1,015	Activity	0	0	1,015	0	0	1,015
78	12Th St Park Parking Lots	32,643	Activity	0	0	32,643	0	0	32,643
79	12Th St Park Bleacher Pad	2,148	Activity	0	0	2,148	0	0	2,148
80	12Th St Park Parking Lot & Engineering	12,946	Activity	0	0	12,946	0	0	12,946
81	12Th St Landscaping	1,008	Activity	0	0	1,008	0	0	1,008
82	Bishop Field Lights	18,166	Activity	0	0	18,166	0	0	18,166
83	Jaycee Beach Waterfront	25,630	Activity	0	0	25,630	0	0	25,630
84	Steps & Veteran'S Park	800	Activity	0	0	800	0	0	800
85	Kehlor Park Shuffleboard & Tennis	18,223	Activity	0	0	18,223	0	0	18,223
86	12Th St Park Racquetball Court	43,843	Activity	0	0	43,843	0	0	43,843
87	12Th St Park Fitness Trail	8,864	Activity	0	0	8,864	0	0	8,864
88	12Th St Park Parking Lot	25,309	Activity	0	0	25,309	0	0	25,309
89	Rails To Trails	25,624	Activity	0	0	25,624	0	0	25,624
90	Jaycee Beach Waterfront Project	518,439	Activity	0	0	518,439	0	0	518,439
91	Jaycee Beach Waterfront	154,294	Activity	0	0	154,294	0	0	154,294
92	Clermont/Minneola Bike Path	74,565	Activity	0	0	74,565	0	0	74,565
93	Hancock Park Engineering	59,561	Activity	0	0	59,561	0	0	59,561
94	Waterfront Park Engineering	13,695	Activity	0	0	13,695	0	0	13,695
95	Boat Ramp Engineering	4,469	Activity	0	0	4,469	0	0	4,469
96	Hancock Park	501,772	Activity	0	0	501,772	0	0	501,772
97	Waterfront Park Phase Ii	70,326	Activity	0	0	70,326	0	0	70,326
98	Mckinney Park Pavilion & Renovations	84,610	Activity	0	0	84,610	0	0	84,610
99	Fitness Trail Stations	9,055	Activity	0	0	9,055	0	0	9,055
100	Waterfront Park Dock	78,134	Activity	0	0	78,134	0	0	78,134
101	Rails To Trails Lighting	28,352	Activity	0	0	28,352	0	0	28,352
102	Bleachers	1,810	Activity	0	0	1,810	0	0	1,810
103	Chestnut Park Playground	13,354	Activity	0	0	13,354	0	0	13,354
104	Resurfacing Stewart Tennis Courts	9,800	Activity	0	0	9,800	0	0	9,800
105	Oak Hill Cemetery Drive	18,736	Activity	0	0	18,736	0	0	18,736
106	Cemetery Irrigation Well	8,746	Activity	0	0	8,746	0	0	8,746
107	Cemetery Road	10,720	Activity	0	0	10,720	0	0	10,720
108	Oak Hill Cemetery Road	8,636	Activity	0	0	8,636	0	0	8,636
109	Mckinney Park Lighting, Etc	45,588	Activity	0	0	45,588	0	0	45,588
110	Lake Minneola Boat Ramp	301,470	Activity	0	0	301,470	0	0	301,470
111	Soccer Field Lighting	54,651	Activity	0	0	54,651	0	0	54,651
112	Mckinney Basketball Court	5,220	Activity	0	0	5,220	0	0	5,220
113	Boat Ramp	42,662	Activity	0	0	42,662	0	0	42,662
114	Hancock Rd Recreation Site	22,415	Activity	0	0	22,415	0	0	22,415
115	Lake Minneola Boat Ramp	90,000	Activity	0	0	90,000	0	0	90,000
116	Kehlor Park Tennis Court	3,777	Activity	0	0	3,777	0	0	3,777
117	Boat Dock	20,048	Activity	0	0	20,048	0	0	20,048
118	Mckinney Park Pavilion	3,190	Activity	0	0	3,190	0	0	3,190
119	Basketball Goals & Posts	2,240	Activity	0	0	2,240	0	0	2,240
120	Park Construction - Fields Lighting	150,085	Activity	0	0	150,085	0	0	150,085
121	Canyon Courtyard	14,216	Activity	0	0	14,216	0	0	14,216
122	Gametime Unit	2,800	Activity	0	0	2,800	0	0	2,800
123	Park Construction Fencing	61,613	Activity	0	0	61,613	0	0	61,613
124	Park Construction Tennis Court Li	19,762	Activity	0	0	19,762	0	0	19,762
125	Mega Mountain	12,974	Activity	0	0	12,974	0	0	12,974
126	Restrooms	49,850	Activity	0	0	49,850	0	0	49,850
127	Park Construction Electrical	43,124	Activity	0	0	43,124	0	0	43,124
128	Park Construction Draws 5,6,7 Final	102,394	Activity	0	0	102,394	0	0	102,394
129	Park Construction - Misc Changes	15,751	Activity	0	0	15,751	0	0	15,751
130	Park Construction - Concession	10,440	Activity	0	0	10,440	0	0	10,440
131	Tennis Courts	41,541	Activity	0	0	41,541	0	0	41,541
132	Bleachers	10,136	Activity	0	0	10,136	0	0	10,136
133	Park Construction	8,606	Activity	0	0	8,606	0	0	8,606
134	Hancock Park Draws 5,6,7 & Final	118,145	Activity	0	0	118,145	0	0	118,145
135	Hancock Park Fencing	61,613	Activity	0	0	61,613	0	0	61,613
136	Hancock Park Tennis Court Lighting	19,762	Activity	0	0	19,762	0	0	19,762
137	Hancock Park Field Lighting	193,209	Activity	0	0	193,209	0	0	193,209
138	Hancock Park Concession Stand Slab	10,440	Activity	0	0	10,440	0	0	10,440
139	Minneola Boat Ramp Restroom	28,500	Activity	0	0	28,500	0	0	28,500
140	Palatlakaha Rec Area - Kiwanis Park	24,951	Activity	0	0	24,951	0	0	24,951
141	Chain Link Fence - Hancock Park	2,573	Activity	0	0	2,573	0	0	2,573
142	Flag Pole - Hancock Park	1,599	Activity	0	0	1,599	0	0	1,599
143	Rails To Trails - Lighting Fixtures	16,916	Activity	0	0	16,916	0	0	16,916
144	Hancock Park Lighting	56,580	Activity	0	0	56,580	0	0	56,580
145	Bishop Field Irrigation Well & Pump	9,495	Activity	0	0	9,495	0	0	9,495
146	Roads/Paved Parking	35,380	Activity	0	0	35,380	0	0	35,380
147	Hancock Park Pavilion	64,900	Activity	0	0	64,900	0	0	64,900
148	Palatlakaha Park Lighting Upgrade	58,529	Activity	0	0	58,529	0	0	58,529
149	Bishop Field Lighting Upgrade	58,529	Activity	0	0	58,529	0	0	58,529

Table 6-2
City of Clermont
Parks and Recreation Impact Fee Analysis

Summary of Existing City Investments in Parks and Recreation

Line No.	Description	Acquisition Cost	Asset Category	Land	Facility	Activity	Equipment	Excluded	Total
				Asset Category Allocated Amounts					
150	Trail Lighting	13,238	Activity	0	0	13,238	0	0	13,238
151	Hancock Park Lighting Upgrades	93,875	Activity	0	0	93,875	0	0	93,875
152	Bleachers At Palatakaha Park	1,950	Activity	0	0	1,950	0	0	1,950
153	Batting Cages	3,868	Activity	0	0	3,868	0	0	3,868
154	Batting Cage Netting West	1,208	Activity	0	0	1,208	0	0	1,208
155	L-Shaped Pitchers Protector	832	Activity	0	0	832	0	0	832
156	Palatlakaha Park Improvements	5,691	Activity	0	0	5,691	0	0	5,691
157	Baseball Field	6,278	Activity	0	0	6,278	0	0	6,278
158	Kehlor Park Shuffle Board Court	10,237	Activity	0	0	10,237	0	0	10,237
159	Landscaping	3,697	Activity	0	0	3,697	0	0	3,697
160	Fountain In Center Lake	14,688	Activity	0	0	14,688	0	0	14,688
161	Relocate Irrigation Well Pump	12,723	Activity	0	0	12,723	0	0	12,723
162	Columbarium Privacy Wall	11,527	Activity	0	0	11,527	0	0	11,527
163	Aluminum Picket Rail At Center Lake	37,847	Activity	0	0	37,847	0	0	37,847
164	Columbarium Brick Walkway & Landscaping	7,920	Activity	0	0	7,920	0	0	7,920
165	Historic Village Other Improvments	16,531	Activity	0	0	16,531	0	0	16,531
166	West Park Renovations	874,698	Activity	0	0	874,698	0	0	874,698
167	Inland Groves Development	63,805	Activity	0	0	63,805	0	0	63,805
168	**Infrastructure Total**	**$6,394,180**		**$0**	**$0**	**$6,394,180**	**$0**	**$0**	**$6,394,180**
	Machinery & Equipment								
169	2008 Diamond Cargo Enclosed Trail #3764	$4,031	Equipment	$0	$0	$0	$4,031	$0	$4,031
170	John Deere 997 Diesel Ztrak Mower	12,029	Equipment	0	0	0	12,029	0	12,029
171	61" Velocity Zero Turn Mower	9,198	Equipment	0	0	0	9,198	0	9,198
172	7' X 16' Utility Trailer	2,252	Equipment	0	0	0	2,252	0	2,252
173	2001 Holland Tractor W/Backhoe	34,885	Equipment	0	0	0	34,885	0	34,885
174	1998 Ford Ranger #3339	12,845	Equipment	0	0	0	12,845	0	12,845
175	2000 Dodge Pickup #5367	13,106	Equipment	0	0	0	13,106	0	13,106
176	2003 Ford Ranger #3418	12,137	Equipment	0	0	0	12,137	0	12,137
177	2003 Ford F150 #3333	15,084	Equipment	0	0	0	15,084	0	15,084
178	2005 Ford F150 #2831	15,072	Equipment	0	0	0	15,072	0	15,072
179	2007 Ford F150 #9712	15,605	Equipment	0	0	0	15,605	0	15,605
180	2007 Ford F150 #9711	15,605	Equipment	0	0	0	15,605	0	15,605
181	61" Kawasaki Wildcat Mower	8,741	Equipment	0	0	0	8,741	0	8,741
182	27" Portable Street Vacuum And Hose Kit	1,404	Equipment	0	0	0	1,404	0	1,404
183	Tiger Cub Riding Mower	6,516	Equipment	0	0	0	6,516	0	6,516
184	Tiger Cub Riding Mower	6,516	Equipment	0	0	0	6,516	0	6,516
185	Ice-O-Matic ICE0606HA Ice Maker	1,823	Equipment	0	0	0	1,823	0	1,823
186	Hustler FX850 Super Z Mower	9,969	Equipment	0	0	0	9,969	0	9,969
187	Hustler FX850 Super Z Mower	9,969	Equipment	0	0	0	9,969	0	9,969
188	6'X12' Utility Trailer	2,650	Equipment	0	0	0	2,650	0	2,650
189	6'X12' Utility Trailer	1,922	Equipment	0	0	0	1,922	0	1,922
190	**Machinery & Equipment Total**	**$211,360**		**$0**	**$0**	**$0**	**$211,360**	**$0**	**$211,360**
191	**PARKS AND RECREATION TOTAL**	**$36,316,648**		**$21,874,947**	**$7,836,162**	**$6,394,180**	**$211,360**	**$0**	**$36,316,648**

Footnotes
[1] Inventory as provided by the City and in service as of September 30, 2013, plus new open-spaces associated with purchasing the Celebration of Praise Property.

Table 6-3
City of Clermont
Parks and Recreation Impact Fee Analysis

Existing Open-Space Needs

		City Facility Standards [1]			Existing City Facilities [2]			To City Standards	
Line No.	Facility Classification	Acres	Per	Population	Total Acres	Per	2013 Population	Required	Surplus / (Deficiency)
1	Neighborhood Parks	2.00		2,500	30.82		30,201	24.16	6.66
2	Community Park	5.00		5,000	87.65		30,201	30.20	57.45
3	Regional Park	2.5		1,000	219.0		30,201	75.50	143.50
4	Mini- Parks	1.0		500.0	8.24		30,201	60.40	(52.16)
5	Open Space	N/A		N/A	29.17		30,201	N/A	N/A
6	Overall Open-space - Parkland Requirements	10.00	[3]	1,000	374.88		30,201	302.01	72.87

Footnotes

[1] As provided in the City's recreation department within the City's Recreation and Open Space Element.

[2] Inventory and Classification as provided by the City and as provided in detail in Table 6-1.

[3] The City's standard based upon the Recreation and Open Space Element is to provide approximately 10 Acres per 1,000 residents. The City is currently achieving approximately 12.4 Acres per 1,000 residents.

Table 6-4
City of Clermont
Parks and Recreation Impact Fee Analysis

Existing Activity Needs

		City Activity Standards [1]			Existing City Activities [2]			To City Standards	
Line No.	Facility Classification	Standard	Per	Population	Standard	Per	2013 Population	Required	Surplus / (Deficiency)
1	Baseball/Softball	1.0 Field		2,000	13.0		30,201	15.1	(2.1)
2	Tennis	1.0 Court		2,000	9.0		30,201	15.1	(6.1)
3	Basketball	1.0 Court		3,600	9.0		30,201	8.4	0.6
4	Volleyball	1.0 Court		6,000	6.0		30,201	5.0	1.0
5	Racquetball	1.0 Court		15,000	2.0		30,201	2.0	(0.0)
6	Recreational Building	1.0 Center		15,000	1.0		30,201	2.0	(1.0)
7	Golf Course	1.0 Course		25,000	2.0		30,201	1.2	0.8
8	Equipped Play Area	1.0 Area		3,000	12.0		30,201	10.1	1.9
9	Football / Soccer	1.0 Field		7,000	4.0		30,201	4.3	(0.3)
10	Shuffleboard	1.0 Court		5,000	18.0		30,201	6.0	12.0
11	Swimming Pool	1.0 Pool		35,000	0.0		30,201	1.0	(1.0)

Footnotes

[1] As provided in the City's recreation department within the City's Recreation and Open Space Element.

[2] As provided by the City.

Table 6-5
City of Clermont
Parks and Recreation Impact Fee Analysis

Summary of Activity Cost Adjustments to Cure Net Deficiencies to Serve Existing Population

Line No.	Facility Classification	Existing Deficiency (Surplus) [1]	Estimated 2013 Costs per Activity [2]	Total Increases (Decreases) to City Investment
1	Baseball/Softball	2.1	$121,000	$254,161
2	Tennis	6.1	23,000	140,312
3	Basketball	(0.6)	17,000	(10,384)
4	Volleyball	(1.0)	4,000	(3,866)
5	Racquetball	0.0	21,000	281
6	Recreational Building	1.0	130,000	131,742
7	Golf Course [3]	(0.8)	0	0
8	Equipped Play Area	(1.9)	15,000	(28,995)
9	Football / Soccer	0.3	92,000	28,927
10	Shuffleboard	(12.0)	4,000	(47,839)
11	Total Adjustment to Activity Costs to Serve Existing Population			$464,339

Footnotes:

[1] Derived from Table 6-4.

[2] Capital Costs reflected at historical value and adjusted to current market values based on adjustments from the Engineering News Record Construction Cost Index.

[3] Costs estimated at zero for such activities that are not anticipated to be developed at the cost of the community, but rather through private enterprise.

Table 6-6
City of Clermont
Parks and Recreation Impact Fee Analysis

Summary of Capital Projects to Improve & Expand Recreation Services

Line No.	Description	Project Cost [1]	Total Service Population [2]	2013 Population	Total Amount Allocated to Existing Residents
1	Lake Hiawatha Preserve Development	$3,949,449	68,099	30,201	$1,751,528
2	Lake Hiawatha Preserve Development (Grants)	(2,157,804)	68,099	30,201	(956,957)
3	Sub-total	$1,791,645			$794,571
4	Boathouse & Required Infrastructure	1,000,000	68,099	30,201	443,487
5	Boathouse & Required Infrastructure (Grant)	(374,000)	68,099	30,201	(165,864)
6	Sub-total	$626,000			$277,623
7	Park Improvements & Upgrades (Includes Lighting)	$1,440,000	68,099	30,201	$638,621
8	Trail Extensions and Trail Lighting	1,032,000	68,099	30,201	457,678
9	Improvements to Celebration of Praise Property	1,000,000	68,099	30,201	443,487
10	Splash Parks (2)	750,000	68,099	30,201	332,615
11	Bishop Field Upgrades	500,000	68,099	30,201	221,743
12	Upgrade Pumphouse Building	75,000	68,099	30,201	33,262
13	Restroom Facilities at Waterfront Park	50,000	68,099	30,201	22,174
14	Sub-total	$4,847,000			$2,149,580
15	Total Capital Improvements	$7,264,645			$3,221,774

Footnotes:

[1] Amounts provided by City staff, which represent improvements and upgrades to existing facilities and construction of new facilities which will serve existing an dfuture residents of the City.

[2] Amount based on the City's estimated build-out population as discussed in Section 2 of this report.

Table 6-7
City of Clermont
Parks and Recreation Impact Fee Analysis

Design of Recreation Impact Fee

Line No.	Description	Basis	Amount
	Capital Costs to Provide Open-Space		
1	Existing City Investment in Open Space [1]	$21,874,947	
2	Less Acquisition & Restoration Grants [2]	11,705,000	
3	Net City Investment in Open Space	$10,169,947	
4	Existing Open Space (Acres) [3]	374.88	
5	Existing Average Cost per Acre	$27,129	
6	Open Space Requirement for Existing Residents (Acres) [3]	302.01	
7	Total Capital Cost to Provide Open Spaces		$8,193,229
	Capital Costs to Provide Recreation Facilities		
8	Existing City Investment in Recreation Facilities [1]	$7,836,162	
9	Credit for Celebration of Praise Property [4]	(2,838,181)	
10	Total Capital Cost to Provide Recreation Facilities		$4,997,980
11	Capital Costs to Provide Recreation Activities & Equipment		
12	Existing City Investment in Recreation Activities [1]	$6,605,540	
13	Required Adjustments by City to Cure Deficiencies [5]	464,339	
14	Proposed Facilities to Serve Existing Residents [6]	3,221,774	
15	Total Capital Cost to Provide Recreation Activities & Equipment		$10,291,653
16	Additional Borrowing Costs [7]		$729,357
17	Total Capital Costs Allocable to Existing Residents		$24,212,219
18	Less Other Funding Sources [8]		$579,805
19	Total Cost Allocated to Existing Residents		$23,632,414
20	Existing Population [9]		30,201
21	Proposed - Rate per Person		$782.50

Footnotes

[1] Amount derived from Table 6-2.

[2] Amount reflects acquisition and restoration grants received by the City.

[3] Amount derived from Table 6-3.

[4] Amounts based upon the City's investment in Celebration of Praise facilities as allocated to future growth.

[5] Amount derived from Table 6-5.

[6] Planned projects as provided by City staff, which are derived from Table 6-6.

[7] Additional borrowing costs based on a qualified bank loan for the Celebration of Praise Property estimated as follows:

Principal Amount Borrowed	$6,300,000
Term (Years)	15
Rate (%)	3.05%
Total Financing Costs	$1,644,598
Credit for Celebration of Praise Property [4]	(915,240)
Total Additional Borrowing Costs	$729,357

[8] Amount reflects all other funding sources & grants as reported by the City.

[9] Amount based on the existing population during 2013.

Table 6-8
City of Clermont
Parks and Recreation Impact Fee Analysis

Impact Fee Allocation

Line No.	Housing Type	Fee per Person [2]	Person per Dwelling	Proposed Impact Fee	Existing Impact Fee (SF)	Increase / (Decrease)
1	Residential					
2	0 - 1 Bedroom	$782.50	1.27	$994.00	$1,564.00	($570.00)
3	2 Bedrooms	782.50	1.90	1487.00	1,813.00	(326.00)
4	3 Bedrooms	782.50	2.54	1988.00	2,584.00	(596.00)
5	4 Bedrooms	782.50	3.17	2481.00	3,307.00	(826.00)
6	5+ Bedrooms	782.50	3.80	2974.00	3,947.00	(973.00)

Footnotes
[1] Derived from Table 6-7.

Table 6-9
City of Clermont
Parks and Recreation Impact Fee Analysis

Parks and Recreational Services Impact Fee Comparison [1]

Line No.	Description		Residential Single Family	Residential Multi-Family	Residential Mobile Home	Effective Date
	City of Clermont [2]					
1	Existing		$2,584.00	$2,407.00	$1,443.00	2013
2	Proposed		1,988.00	1,988.00	1,988.00	
	Other Florida Government Agencies:					
3	City of Apopka		$241.05	$241.05	$241.05	2013
4	City of Edgewater		612.11	434.92	451.03	2009
5	City of Eustis		599.27	428.38	390.93	2004
6	City of Kissimmee		1,200.00	985.29	867.06	2005
7	City of Lakeland		2,707.00	2,123.00	1,317.00	2010
8	City of Lake Mary		335.00	N/A	N/A	2008
9	City of Lake Wales		948.00	832.00	N/A	2013
10	City of Leesburg		358.00	358.00	358.00	2008
11	City of Minneola		271.08	N/A	N/A	N/A
12	City of Mount Dora		2,733.33	1,371.64	N/A	2013
13	City of Ocoee	[3]	1,560.00	N/A	N/A	2012
14	City of St. Cloud		1,362.00	1,093.00	N/A	2008
15	City of Tavares	[4]	439.99	335.68	221.89	2007
16	City of Winter Garden		671.00	598.00	451.00	2004
17	City of Winter Haven		980.23	N/A	N/A	2014
18	Other Florida Governmental Agencies' Average		$1,001.20	$800.09	$537.25	

Footnotes:

[1] Unless otherwise noted, amounts shown reflect impact fees in effect October 2013. This comparison is intended to show comparable charges for similar service for comparison purposes only and is not intended to be a complete listing of all rates and charges offered by each listed municipality.

[2] Amounts shown assume single family homes with three bedrooms, multi-family dwelling with two bedrooms, and mobile homes with two bedrooms.

[3] Impact fees temporarily reduced to 50% of the amounts shown from January 3, 2013 until January 1, 2014.

[4] Impact fees were waived until June 30, 2013. Beginning July 1, 2013, they are set to increase in six month increments until July 1, 2014, when the full impact fees will become effective again.

Table 1
City of Clermont
Water and Wastewater Impact Fee Analysis

Proposed Water and Wastewater Impact Fees

Line No.	Description	Water Impact Fees: Service Level (gpd)	Water Impact Fees: Amount Charged	Wastewater Impact Fees: Service Level (gpd)	Wastewater Impact Fees: Amount Charged	Total Impact Fees Charged
1	Existing Impact Fee per Gallon		$3.829		$10.720	$14.549
2	Proposed Impact Fee per Gallon		$4.427		$15.632	$20.059
3	Increase (Decrease) - $		$0.598		$4.912	$5.510
4	Increase (Decrease) - %		15.6%		45.8%	37.9%
	Single Family (Except All-Adult Communities)					
5	All Meters [1]	480	$2,125	220	$3,439	$5,564
	Qualified All-Adult Community					
6	Up to 3 bedrooms - All Meters [1]	322	$1,424	147	$2,304	$3,728
7	4 or more bedrooms - All Meters [1]	480	$2,125	220	$3,439	$5,564
	Multi-family					
8	Per Unit [2]	154	$682	154	$2,407	$3,089
	Commercial [2]					
9	3/4" Meter	220	$974	220	$3,439	$4,413
10	1" Meter	550	$2,435	550	$8,598	$11,033
11	1.5" Meter	1,100	$4,870	1,100	$17,195	$22,065
12	2" Meter	1,760	$7,792	1,760	$27,512	$35,304
13	3" Meter	3,300	$14,610	3,300	$51,585	$66,195
14	4" Meter	5,500	$24,350	5,500	$85,975	$110,325
15	6" Meter	11,000	$48,700	11,000	$171,950	$220,650
16	8" Meter	17,600	$77,920	17,600	$275,120	$353,040
17	10" Meter	25,300	$112,010	25,300	$395,485	$507,495

Footnotes:

[1] The proposed water fee includes an allowance for irrigation use; therefore, no fee is required when a separate irrigation meter is issued.

[2] Amounts for the water fee do not include an allowance for irrigation use. Based on discussions with City staff, the City generally requires that a well be constructed for common area irrigation. To the extent a separate meter is issued, a second water impact fee should be collected based on the meter size. No additional wastewater impact fee is collected for the 2nd meter used for irrigation purposes.

Table 2
City of Clermont
Police Services Impact Fee Analysis

Proposed Police Services Impact Fees

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)
1	**Residential**	RS	Dwelling Unit	0.648375	2.54	$186.23	$306.70	$74.60	$381.00
	Non-Residential								
2	All Suites Hotel	H/M	Room	1.129167	N/A	$186.23	$210.28	$99.68	$310.00
3	Apparel Store	GR	1,000 sf	2.367813	N/A	186.23	440.96	209.03	650.00
4	Arts and Crafts Store	GR	1,000 sf	2.136875	N/A	186.23	397.95	188.64	587.00
5	Athletic Club	REC	1,000 sf	1.502083	N/A	186.23	279.73	132.60	412.00
6	Automobile Parts Sales	SS	1,000 sf	2.686667	N/A	186.23	500.34	237.18	738.00
7	Bowling Alley	REC	1,000 sf	2.349167	N/A	186.23	437.49	207.38	645.00
8	Building Materials and Lumber Store	GR	1,000 sf	1.636250	N/A	186.23	304.72	144.45	449.00
9	Business Park	OFF	1,000 sf	0.901488	N/A	186.23	167.88	79.58	247.00
10	Cemetery	INST	Acre	0.121131	N/A	186.23	22.56	10.69	33.00
11	Clinic	INST	1,000 sf	3.263333	N/A	186.23	607.73	288.09	896.00
12	Commercial Airport	OTH	Flight per Day	4.106250	N/A	186.23	764.71	362.50	1,127.00
13	Convenience Market	GR	1,000 sf	6.118021	N/A	186.23	1,139.36	540.10	1,679.00
14	Convenience Market with Gasoline Pumps	SS	1,000 sf	6.958750	N/A	186.23	1,295.93	614.32	1,910.00
15	Corporate Headquarters Building	OFF	1,000 sf	0.845536	N/A	186.23	157.46	74.64	232.00
16	Day Care Center	INST	1,000 sf	6.948810	N/A	186.23	1,294.08	613.44	1,908.00
17	Discount Club	GR	1,000 sf	1.512500	N/A	186.23	281.67	133.52	415.00
18	Discount Home Furnishings Superstore	GR	1,000 sf	1.280313	N/A	186.23	238.43	113.03	351.00
19	Discount Supermarket	GR	1,000 sf	2.744688	N/A	186.23	511.14	242.30	753.00
20	Drive-in Bank	F/I	1,000 sf	1.915774	N/A	186.23	356.77	169.12	526.00
21	Electronic Superstore	GR	1,000 sf	1.867188	N/A	186.23	347.73	164.84	513.00
22	Factory Outlet Center	GR	1,000 sf	0.953125	N/A	186.23	177.50	84.14	262.00
23	Fast-food Restaurant with Drive Through	ED	1,000 sf	9.001250	N/A	186.23	1,676.30	794.63	2,471.00
24	Fast-food Restaurant without Drive Through	ED	1,000 sf	12.436875	N/A	186.23	2,316.12	1,097.93	3,414.00
25	Free-Standing Discount Store	GR	1,000 sf	2.153125	N/A	186.23	400.98	190.08	591.00
26	Free-Standing Discount Superstore	GR	1,000 sf	2.056875	N/A	186.23	383.05	181.58	565.00
27	Furniture Store	GR	1,000 sf	0.290625	N/A	186.23	54.12	25.66	80.00
28	Gasoline / Service Station	SS	Pump Position	1.422604	N/A	186.23	264.93	125.59	391.00
29	Gasoline / Service Station w/ Convenience Market	SS	Pump Position	1.377500	N/A	186.23	256.53	121.61	378.00
30	Gasoline / Service Station w/ Convenience Market & Car Wash	SS	Pump Position	1.299792	N/A	186.23	242.06	114.75	357.00
31	General Aviation Airport	OTH	Flight per Day	0.118333	N/A	186.23	22.04	10.45	32.00
32	General Heavy Industrial	IND	1,000 sf	0.435714	N/A	186.23	81.14	38.46	120.00
33	General Light Industrial	IND	1,000 sf	0.564137	N/A	186.23	105.06	49.80	155.00
34	General Office Building	OFF	1,000 sf	0.893750	N/A	186.23	166.44	78.90	245.00
35	Golf Course	REC	Hole	4.710000	N/A	186.23	877.14	415.80	1,293.00
36	Golf Driving Range	REC	Tee	0.706875	N/A	186.23	131.64	62.40	194.00
37	Hardware / Paint Store	GR	1,000 sf	1.595625	N/A	186.23	297.15	140.86	438.00
38	Health / Fitness Club	REC	1,000 sf	1.187500	N/A	186.23	221.15	104.83	326.00
39	High-Turnover Restaurant (Sit-down)	ED	1,000 sf	4.144063	N/A	186.23	771.75	365.84	1,138.00
40	Home Improvement Superstore	GR	1,000 sf	1.091875	N/A	186.23	203.34	96.39	300.00
41	Hospital	INST	1,000 sf	3.170000	N/A	186.23	590.35	279.85	870.00
42	Hotel	H/M	Room	2.095000	N/A	186.23	390.15	184.95	575.00
43	Industrial Park	IND	1,000 sf	0.511756	N/A	186.23	95.30	45.18	140.00
44	Junior / Community College	INST	Student	0.204762	N/A	186.23	38.13	18.08	56.00
45	Lodge / Fraternal Organization	INST	Member	0.008333	N/A	186.23	1.55	0.74	2.00
46	Manufacturing	IND	1,000 sf	0.428274	N/A	186.23	79.76	37.81	118.00

Table 2
City of Clermont
Police Services Impact Fee Analysis

Proposed Police Services Impact Fees

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)
47	Marina	REC	Acre	0.927500	N/A	186.23	172.73	81.88	255.00
48	Medical / Dental Office Building	OFF	1,000 sf	1.597024	N/A	186.23	297.41	140.99	438.00
49	Mini-warehousing	WH	1,000 sf	0.023065	N/A	186.23	4.30	2.04	6.00
50	Motel	H/M	Room	1.406667	N/A	186.23	261.96	124.18	386.00
51	Movie Theater	REC	1,000 sf	5.196667	N/A	186.23	967.78	458.76	1,427.00
52	Multipurpose Recreational Facility	REC	Acre	7.034167	N/A	186.23	1,309.97	620.98	1,931.00
53	New Car Sales	MV	1,000 sf	1.263214	N/A	186.23	235.25	111.52	347.00
54	Nursery / Garden Center	GR	Acre	3.508750	N/A	186.23	653.43	309.75	963.00
55	Nursery Wholesale	GR	Acre	0.696354	N/A	186.23	129.68	61.47	191.00
56	Nursing Home	INST	1,000 sf	1.215833	N/A	186.23	226.42	107.33	334.00
57	Office Park	OFF	1,000 sf	0.891071	N/A	186.23	165.94	78.66	245.00
58	Pharmacy / Drugstore (No Drive Through)	GR	1,000 sf	1.944271	N/A	186.23	362.08	171.64	534.00
59	Pharmacy / Drugstore (With Drive Through)	GR	1,000 sf	1.929375	N/A	186.23	359.31	170.33	530.00
60	Place of Worship	INST	1,000 sf	0.426667	N/A	186.23	79.46	37.67	117.00
61	Private School (K-12)	INST	Student	0.426190	N/A	186.23	79.37	37.62	117.00
62	Quality Restaurant	ED	1,000 sf	3.889583	N/A	186.23	724.36	343.37	1,068.00
63	Quick Lubrication Vehicle Shop	SS	Service Position	0.680000	N/A	186.23	126.64	60.03	187.00
64	Racquet / Tennis Club	REC	Court	2.600000	N/A	186.23	484.20	229.53	714.00
65	Recreational Community Center	REC	1,000 sf	1.002083	N/A	186.23	186.62	88.46	275.00
66	Research and Development Center	OFF	1,000 sf	0.752976	N/A	186.23	140.23	66.47	207.00
67	Self-serve Car Wash	SS	Wash Stall	1.687500	N/A	186.23	314.26	148.97	463.00
68	Shopping Center	GR	1,000 sf	1.336250	N/A	186.23	248.85	117.96	367.00
69	Single Tenant Office Building	OFF	1,000 sf	0.882738	N/A	186.23	164.39	77.93	242.00
70	Specialty Retail Center	GR	1,000 sf	1.850313	N/A	186.23	344.58	163.35	508.00
71	Supermarket	GR	1,000 sf	2.871563	N/A	186.23	534.77	253.50	788.00
72	Tennis Courts	REC	Court	2.040000	N/A	186.23	379.91	180.09	560.00
73	Tire Store	SS	1,000 sf	0.955833	N/A	186.23	178.00	84.38	262.00
74	Tire Superstore	SS	1,000 sf	0.814583	N/A	186.23	151.70	71.91	224.00
75	Truck Terminal	WH	Acre	5.761667	N/A	186.23	1,073.00	508.64	1,582.00
76	University / College	INST	Student	0.397619	N/A	186.23	74.05	35.10	109.00
77	Walk-in Bank	F/I	1,000 sf	1.915774	N/A	186.23	356.77	169.12	526.00
78	Warehousing	WH	1,000 sf	0.229018	N/A	186.23	42.65	20.22	63.00
79	Water Slide Park	REC	Parking Space	0.285833	N/A	186.23	53.23	25.23	78.00
80	Wholesale Market	GR	1,000 sf	0.493750	N/A	186.23	91.95	43.59	136.00

Table 2
City of Clermont
Police Services Impact Fee Analysis

Proposed Police Services Impact Fees

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)

81 Should none of the above land uses adequately define a proposed non-residential development as determined by the City Manager, at the Manager's discretion the following average charge per non-residential development is considered appropriate:

	Non-residential
Total Cost per Person [Base] [1]	$186.23
Percent Allocable to Resident	64.84%
Amount Allocable to the Resident	$120.75
Amount Allocable to Non-residential	$65.48
Plus Cost per Person [Variable] [2]	88.28
Amount Allocable to Non-residential	$153.76
Square Feet of Non-residential Development per Person	250.00
Persons per 1,000 Square Feet	4.00
Average Cost per 1,000 Square Feet of Non-residential Development	$615.04

Footnotes

[1] Base Capacity estimated as follows:

Existing Population	30,201
Existing LOS per 1,000 population	2.00
Total Patrol Officers Required - LOS	60
Minimum Service Level per 1,000 population	1.50
Total Minimum Officers	45
Percent Base Capacity - LOS	75%

Total Base capacity estimated as follows:

Total Estimated Capital Costs - Investment in Police Services	$10,453,716
Percent Base Capacity	75%
Total Estimated Base Capacity Costs	$7,840,287
Total in Population 2020	42,100
Total Cost per Person	$186.23

Table 2
City of Clermont
Police Services Impact Fee Analysis

Proposed Police Services Impact Fees

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost Per Unit	Variable Cost Per Unit [2]	Proposed Impact Fee (Rounded)
[2]	Variable Cost per Unit estimated as follows:								
	Total Estimated Capital Costs - Investment in Police Services			$10,453,716					
	Less Amount allocated to Base Capacity			7,840,287					
	Total Variable Cost			$2,613,429					
	Percent Residential (Historical Calls)			50%					
	Total Residential Costs			$1,306,715					
	Total Non-residential Costs			$1,306,714					
	Residential Variable Allocation			Assumed Calls	Costs per Class	Estimated Units 2020	Variable Cost per Unit		
		Residential		100.00%	$1,306,715	17,516	$74.60		
	Non-residential Variable Allocation								
		Total Estimated Capital Costs - Investment in Police Services					$1,306,714		
		Total Functional (Non-residential) Population 2020					14,802		
		Total Cost per Person [*]					$88.28		

[*] Applied on a functional population basis.

Table 3
City of Clermont
Fire Rescue Services Impact Fee Analysis

Proposed Fire Rescue Impact Fees

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)
1	**Residential**	RS	Dwelling Unit	0.648375	2.54	$156.45	$257.65	$204.78	$462.00
	Non-Residential								
2	All Suites Hotel	H/M	Room	1.129167	N/A	$156.45	$176.66	$291.61	$468.00
3	Apparel Store	GR	1,000 sf	2.367813	N/A	156.45	370.44	611.49	982.00
4	Arts and Crafts Store	GR	1,000 sf	2.136875	N/A	156.45	334.31	551.85	886.00
5	Athletic Club	REC	1,000 sf	1.502083	N/A	156.45	235.00	387.91	623.00
6	Automobile Parts Sales	SS	1,000 sf	2.686667	N/A	156.45	420.33	693.83	1,114.00
7	Bowling Alley	REC	1,000 sf	2.349167	N/A	156.45	367.53	606.67	974.00
8	Building Materials and Lumber Store	GR	1,000 sf	1.636250	N/A	156.45	255.99	422.56	679.00
9	Business Park	OFF	1,000 sf	0.901488	N/A	156.45	141.04	232.81	374.00
10	Cemetery	INST	Acre	0.121131	N/A	156.45	18.95	31.28	50.00
11	Clinic	INST	1,000 sf	3.263333	N/A	156.45	510.55	842.76	1,353.00
12	Commercial Airport	OTH	Flight per Day	4.106250	N/A	156.45	642.42	1,060.44	1,703.00
13	Convenience Market	GR	1,000 sf	6.118021	N/A	156.45	957.16	1,579.98	2,537.00
14	Convenience Market with Gasoline Pumps	SS	1,000 sf	6.958750	N/A	156.45	1,088.70	1,797.10	2,886.00
15	Corporate Headquarters Building	OFF	1,000 sf	0.845536	N/A	156.45	132.28	218.36	351.00
16	Day Care Center	INST	1,000 sf	6.948810	N/A	156.45	1,087.14	1,794.53	2,882.00
17	Discount Club	GR	1,000 sf	1.512500	N/A	156.45	236.63	390.60	627.00
18	Discount Home Furnishings Superstore	GR	1,000 sf	1.280313	N/A	156.45	200.30	330.64	531.00
19	Discount Supermarket	GR	1,000 sf	2.744688	N/A	156.45	429.41	708.82	1,138.00
20	Drive-in Bank	F/I	1,000 sf	1.915774	N/A	156.45	299.72	494.75	794.00
21	Electronic Superstore	GR	1,000 sf	1.867188	N/A	156.45	292.12	482.20	774.00
22	Factory Outlet Center	GR	1,000 sf	0.953125	N/A	156.45	149.12	246.14	395.00
23	Fast-food Restaurant with Drive Through	ED	1,000 sf	9.001250	N/A	156.45	1,408.25	2,324.57	3,733.00
24	Fast-food Restaurant without Drive Through	ED	1,000 sf	12.436875	N/A	156.45	1,945.75	3,211.82	5,158.00
25	Free-Standing Discount Store	GR	1,000 sf	2.153125	N/A	156.45	336.86	556.04	893.00
26	Free-Standing Discount Superstore	GR	1,000 sf	2.056875	N/A	156.45	321.80	531.19	853.00
27	Furniture Store	GR	1,000 sf	0.290625	N/A	156.45	45.47	75.05	121.00
28	Gasoline / Service Station	SS	Pump Position	1.422604	N/A	156.45	222.57	367.39	590.00
29	Gasoline / Service Station w/ Convenience Market	SS	Pump Position	1.377500	N/A	156.45	215.51	355.74	571.00
30	Gasoline / Service Station w/ Convenience Market & Car Wash	SS	Pump Position	1.299792	N/A	156.45	203.35	335.67	539.00
31	General Aviation Airport	OTH	Flight per Day	0.118333	N/A	156.45	18.51	30.56	49.00
32	General Heavy Industrial	IND	1,000 sf	0.435714	N/A	156.45	68.17	112.52	181.00
33	General Light Industrial	IND	1,000 sf	0.564137	N/A	156.45	88.26	145.69	234.00
34	General Office Building	OFF	1,000 sf	0.893750	N/A	156.45	139.83	230.81	371.00
35	Golf Course	REC	Hole	4.710000	N/A	156.45	736.88	1,216.36	1,953.00
36	Golf Driving Range	REC	Tee	0.706875	N/A	156.45	110.59	182.55	293.00
37	Hardware / Paint Store	GR	1,000 sf	1.595625	N/A	156.45	249.64	412.07	662.00
38	Health / Fitness Club	REC	1,000 sf	1.187500	N/A	156.45	185.78	306.67	492.00
39	High-Turnover Restaurant (Sit-down)	ED	1,000 sf	4.144063	N/A	156.45	648.34	1,070.20	1,719.00
40	Home Improvement Superstore	GR	1,000 sf	1.091875	N/A	156.45	170.82	281.98	453.00
41	Hospital	INST	1,000 sf	3.170000	N/A	156.45	495.95	818.65	1,315.00
42	Hotel	H/M	Room	2.095000	N/A	156.45	327.76	541.03	869.00
43	Industrial Park	IND	1,000 sf	0.511756	N/A	156.45	80.06	132.16	212.00
44	Junior / Community College	INST	Student	0.204762	N/A	156.45	32.04	52.88	85.00
45	Lodge / Fraternal Organization	INST	Member	0.008333	N/A	156.45	1.30	2.15	3.00
46	Manufacturing	IND	1,000 sf	0.428274	N/A	156.45	67.00	110.60	178.00
47	Marina	REC	Acre	0.927500	N/A	156.45	145.11	239.53	385.00

Table 3
City of Clermont
Fire Rescue Services Impact Fee Analysis

Proposed Fire Rescue Impact Fees

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)
48	Medical / Dental Office Building	OFF	1,000 sf	1.597024	N/A	156.45	249.85	412.43	662.00
49	Mini-warehousing	WH	1,000 sf	0.023065	N/A	156.45	3.61	5.96	10.00
50	Motel	H/M	Room	1.406667	N/A	156.45	220.07	363.27	583.00
51	Movie Theater	REC	1,000 sf	5.196667	N/A	156.45	813.02	1,342.04	2,155.00
52	Multipurpose Recreational Facility	REC	Acre	7.034167	N/A	156.45	1,100.50	1,816.57	2,917.00
53	New Car Sales	MV	1,000 sf	1.263214	N/A	156.45	197.63	326.23	524.00
54	Nursery / Garden Center	GR	Acre	3.508750	N/A	156.45	548.94	906.13	1,455.00
55	Nursery Wholesale	GR	Acre	0.696354	N/A	156.45	108.94	179.83	289.00
56	Nursing Home	INST	1,000 sf	1.215833	N/A	156.45	190.22	313.99	504.00
57	Office Park	OFF	1,000 sf	0.891071	N/A	156.45	139.41	230.12	370.00
58	Pharmacy / Drugstore (No Drive Through)	GR	1,000 sf	1.944271	N/A	156.45	304.18	502.11	806.00
59	Pharmacy / Drugstore (With Drive Through)	GR	1,000 sf	1.929375	N/A	156.45	301.85	498.26	800.00
60	Place of Worship	INST	1,000 sf	0.426667	N/A	156.45	66.75	110.19	177.00
61	Private School (K-12)	INST	Student	0.426190	N/A	156.45	66.68	110.06	177.00
62	Quality Restaurant	ED	1,000 sf	3.889583	N/A	156.45	608.53	1,004.48	1,613.00
63	Quick Lubrication Vehicle Shop	SS	Service Position	0.680000	N/A	156.45	106.39	175.61	282.00
64	Racquet / Tennis Club	REC	Court	2.600000	N/A	156.45	406.77	671.45	1,078.00
65	Recreational Community Center	REC	1,000 sf	1.002083	N/A	156.45	156.78	258.79	416.00
66	Research and Development Center	OFF	1,000 sf	0.752976	N/A	156.45	117.80	194.46	312.00
67	Self-serve Car Wash	SS	Wash Stall	1.687500	N/A	156.45	264.01	435.80	700.00
68	Shopping Center	GR	1,000 sf	1.336250	N/A	156.45	209.06	345.09	554.00
69	Single Tenant Office Building	OFF	1,000 sf	0.882738	N/A	156.45	138.10	227.97	366.00
70	Specialty Retail Center	GR	1,000 sf	1.850313	N/A	156.45	289.48	477.84	767.00
71	Supermarket	GR	1,000 sf	2.871563	N/A	156.45	449.26	741.58	1,191.00
72	Tennis Courts	REC	Court	2.040000	N/A	156.45	319.16	526.83	846.00
73	Tire Store	SS	1,000 sf	0.955833	N/A	156.45	149.54	246.84	396.00
74	Tire Superstore	SS	1,000 sf	0.814583	N/A	156.45	127.44	210.37	338.00
75	Truck Terminal	WH	Acre	5.761667	N/A	156.45	901.41	1,487.95	2,389.00
76	University / College	INST	Student	0.397619	N/A	156.45	62.21	102.69	165.00
77	Walk-in Bank	F/I	1,000 sf	1.915774	N/A	156.45	299.72	494.75	794.00
78	Warehousing	WH	1,000 sf	0.229018	N/A	156.45	35.83	59.14	95.00
79	Water Slide Park	REC	Parking Space	0.285833	N/A	156.45	44.72	73.82	119.00
80	Wholesale Market	GR	1,000 sf	0.493750	N/A	156.45	77.25	127.51	205.00

Table 3
City of Clermont
Fire Rescue Services Impact Fee Analysis

Proposed Fire Rescue Impact Fees

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)
81	Should none of the above land uses adequately define a proposed non-residential development as determined by the City Manager, at the Manager's discretion the following average charge per non-residential development is considered appropriate:								

	Non-residential
Total Cost per Person [Base] (1)	$156.45
Percent Allocable to Resident	64.84%
Amount Allocable to the Resident	$101.44
Amount Allocable to Non-residential	$55.01
Plus Cost per Person [Variable] (2)	258.25
Amount Allocable to Non-residential	$313.26
Square Feet of Non-residential Development per Person	250.00
Persons per 1,000 Square Feet	4.00
Average Cost per 1,000 Square Feet of Non-residential Development	$1,253.04

Table 3
City of Clermont
Fire Rescue Services Impact Fee Analysis

Proposed Fire Rescue Impact Fees

Line No.	Land Use	Code	Unit of Measure	Functional Pop. Factor	Persons per Unit	Base Cost per Person [1]	Base Cost per Unit	Variable Cost Per Unit	Proposed Impact Fee (Rounded)

Footnotes

[1] Total Base Capacity estimated as follows:

Hazard Levels as provided by NFPA (National Fire Protection Association):

	LOS	Hazards: Low	Medium	High
Engines	4	2	3	4
Ladder Trucks	3	1	1	2
Chief Officer	3	1	1	2
Fire Fighters	51	12	16	24
Percent LOS		24%	31%	47%
Equivalency		0.5	0.7	1.0

Total Estimated Capital Costs - Investment in Fire Services	$13,996,158
Percent Base Capacity for High Hazard Occupancies	47%
Total Estimated Base Capacity Costs	$6,586,592
Total Population 2020	42,100
Total Cost per Person	$156.45

[2] Variable Cost per Unit estimated as follows:

Total Estimated Capital Costs - Investment in Fire Services	$13,996,158
Less Amount allocated to Base Capacity	6,586,592
Total Variable Cost	$7,409,566
Percent Residential (Historical)	48.41%
Total Residential Costs	$3,586,971
Total Non-residential Costs	$3,822,595

Residential Variable Allocation

	Historical Calls	Costs per Class	Estimated Units 2020	Variable Cost per Unit
Residential	100.00%	$3,586,971	17,516	$204.78

Non-residential Variable Allocation

Total Estimated Capital Costs - Investment in Police Services	$3,822,595
Total Functional (Non-residential) Population 2020	14,802
Total Cost per Person [*]	$258.25

[*] Applied on a functional population basis.

Table 4
City of Clermont
Parks and Recreation Impact Fee Analysis

Proposed Recreation Impact Fee

Line No.	Housing Type	Fee per Person [2]	Person per Dwelling	Proposed Impact Fee
1	Residential			
2	0 - 1 Bedroom	$782.50	1.27	$994.00
3	2 Bedrooms	782.50	1.90	1487.00
4	3 Bedrooms	782.50	2.54	1988.00
5	4 Bedrooms	782.50	3.17	2481.00
6	5+ Bedrooms	782.50	3.80	2974.00

LEGAL NOTICE

Notice is hereby given that the City of Clermont will consider the enactment of the following proposed ordinance. All interested parties will be given an opportunity to express their views on this matter.

ORDINANCE NO. 2014-01

AN ORDINANCE OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA AMENDING CODE OF ORDINANCES CHAPTER 2, "ADMINISTRATION" ARTICLE VI, "FINANCIAL MATTERS" DIVISION 2 "IMPACT FEES"; AMENDING SECTION 2-264 "IMPACT FEE SCHEDULE" PROVIDING FOR A NEW IMPACT FEE SCHEDULE; PROVIDING FOR LIBERAL CONSTRUCTION; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH THIS ORDINANCE TO THE EXTENT OF SUCH CONFLICT; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

A public meeting to introduce will be held before the City Council on Tuesday, January 14, 2014 at 7:00pm.

A meeting to consider the Ordinance will be held before the City Council on Tuesday, January 28, 2014 at 7:00pm for final enactment.

All meetings will be held in Clermont City Hall located at 685 West Montrose Street, Clermont, FL 34711.

This ordinance is available for public inspection in the office of the City Clerk, 685 West Montrose Street, Monday through Friday between the hours of 8:00am and 5:00pm.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made.

Tracy Ackroyd, MMC
City Clerk

Daily Commercial
January 14, 2014

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Variance Request Trapp	
Requested Action	
Move to approve variance request	
Staff Report	

Trapp Family Residence – Variance Request

The applicants, Josef and Weena Trapp, are requesting a variance to allow for the construction of a new single family residence with a reduction of the rear yard setback from 25 feet to 15 feet. The applicants' lots are zoned R-3, which has a rear yard structure setback of 25 feet. The lots were platted with access from Lake Shore Drive, which does not exist at the present time (Exhibit 1 and 2). An access driveway to serve the 7 lots in the area was installed and runs through a portion of the lots. This access is used as the primary means of ingress and egress for the lots, which runs through the applicants' property. This access drive has restricted the placement of the proposed structure on the property. The applicants desire to provide a safe means for pedestrian and vehicular traffic in the area by keeping the proposed structure as far as possible from the access driveway and the South Lake Trail. In order to accomplish this, the structure will be located within the 25 feet rear yard setback. The property is located on Lake Minneola and there will be no rear neighbors. The proposed single family residence will still meet the setbacks for the front yard, side yard, and mean high water line.

Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
No fiscal impact.	

Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)	
1. Exhibit 1 – Map of Aerial Location	Exhibit 1 - Trapp Property Map.pdf
2. Exhibit 2 – Map of Site	Exhibit 2 - Trapp Site Map.pdf
3. Exhibit 3 - Sec. 86-174, Review Criteria and	Exhibit 3 - Sec 86-174 Review and Criteria and Findings -

	Finding	Trapp.doc
4.	Application	Trapp application.pdf
5.	Advertisement	Trapp 1-28-2014.doc

Exhibit 1 – Trapp Family Residence

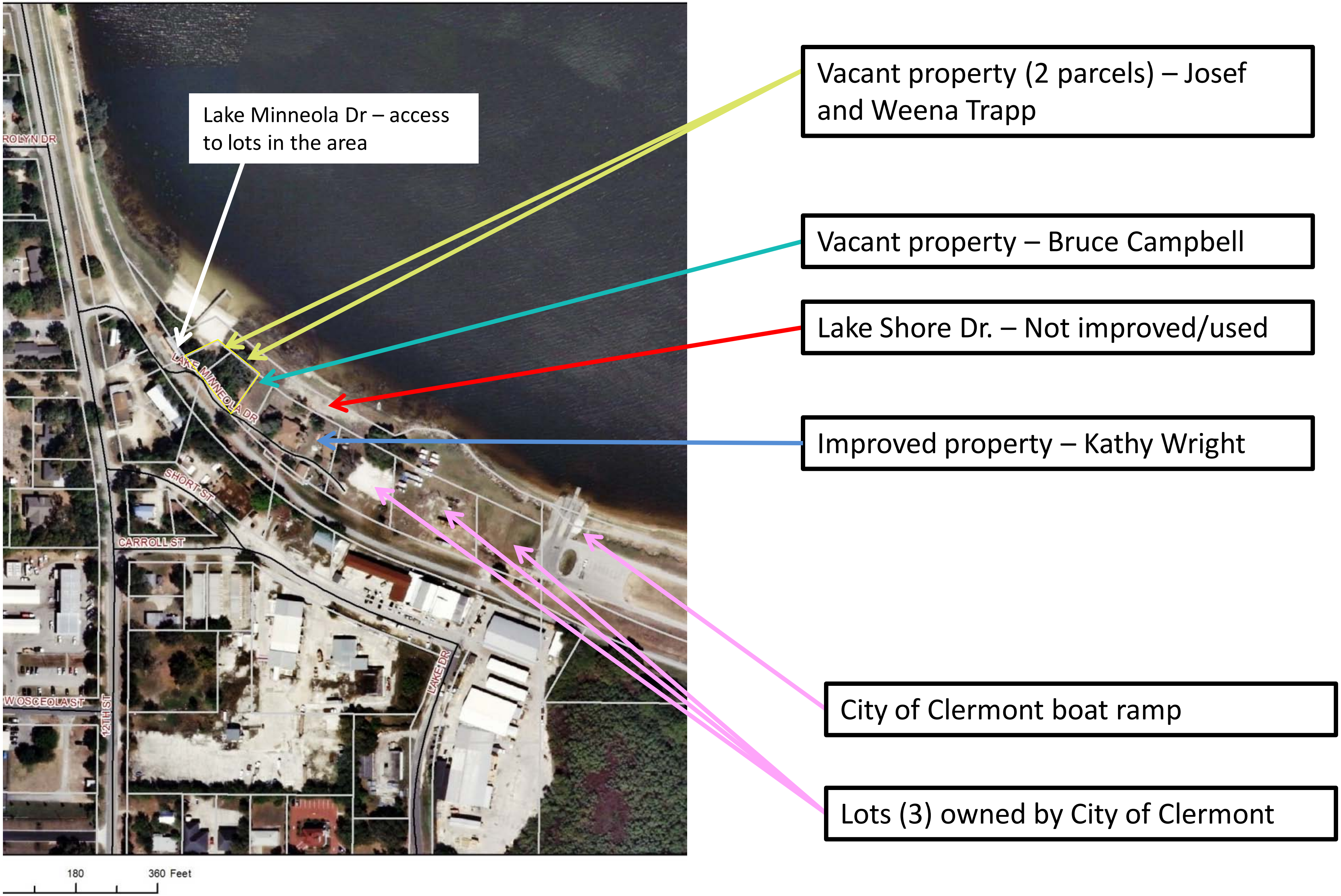


Exhibit 2 – Trapp Family Residence

Exhibit 3

The requirements for a variance are as follows:

"Sec. 86-174, Review Criteria and Finding. When reviewing an application for a variance, the board of zoning adjustment shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:**"**

There are eight items that the applicant is required to respond to. Staff's comments, based on the eight requirements for a positive finding as they relate to this request, are as follows:

FINDINGS:

(1) Special conditions and circumstances exist which are peculiar to the land, structure or building involved, and which are not applicable to other lands, structures or buildings in the same zoning district;
Applicant response: Neighbors, visitors, garbage trucks, mail and other delivery vehicles are driving across our property to access adjacent properties. The nearest structure to the East is located approximately 9.7 feet from the rear lot line. We are proposing a 15 foot setback from the rear lot line. There are no neighbors behind us.

Staff comments: Special conditions or circumstances are demonstrated for these parcels. A private driveway was constructed on the south side of the property to accommodate access to the 7 lots in this area. This driveway was not the primary access point when the lots were platted, but due to changes in the area and the lack of a suitable access point, the driveway has evolved as the access point for the lots.
Positive finding

(2) The condition giving rise to the requested variance has not been created by any person presently having an interest in the property;
Applicant response: No, the access road was existing when we purchased the property.

Staff comments: The access driveway was not installed or developed by the applicant.
Positive finding

(3) Literal interpretation and enforcement of the land development code regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the land development code, and would work unnecessary and undue hardship on the applicant;
Applicant response: Yes. The closest adjacent house to the East is approximately 45 feet from the mean high water line. The next structure is located approximately 28 feet from the mean high water line. Based upon a granted variance request, our house would be located 59.6 feet from the mean high water line.

Staff comments: The city council has granted a variance request for a reduced rear yard setback. The applicant will still be maintaining the required setback from the mean high water line.
Positive finding

(4) The variance request is not based exclusively upon a desire to reduce the cost of developing the site or otherwise economically founded;
Applicant response: No

Staff comments: No evidence of decreased costs due to the variance.
Positive finding

(5) The variance, if granted, is the minimum variance necessary to make possible the reasonable use of the land, building or structure;
Applicant response: Yes

Staff comments: The proposed single family residence is actually replacing a single family residence that was on the lots several years before. A review of the building permit files indicates the property had an existing 3 bedroom single family structure that was eventually demolished in 2004.
Positive finding

(6) Granting of the variance request will not confer on the applicant any special privilege that is denied by the land development code to other lands, buildings or structures in the same zoning district;
Applicant response: No

Staff comments: The city council has granted a variance request for a reduced rear yard setback.
Positive finding

(7) The proposed variance will not substantially diminish property value in, or alter the essential character of the area surrounding the site; and
Applicant response: No

Staff comments: Staff does not feel the construction of the new single family residence will diminish any property value or change the essential character of the surrounding area.
Positive finding

(8) The granting of the variance will be in harmony with the general intent and purpose of this land development code, and will not be injurious to the surrounding properties or detrimental to the public welfare.
Applicant response: The purpose of the proposed variance is to increase pedestrian and vehicular safety for our neighbors, visitors, city service vehicles, garbage trucks, mail and other delivery vehicles, as well as our own family.

Staff comments: Staff feels the variance will be in harmony with the general intent and purpose of the land development code, and will not be injurious to surrounding properties.
Positive finding

STAFF RECOMMENDATION:

Section 86-174 of the LDC requires a positive finding on eight items in order to grant a variance, and staff believes that there are none of the eight that do not meet these findings. Therefore, staff recommends approval of this variance request to reduce the setback from 25 feet to 15 feet.

CITY OF CLERMONT
VARIANCE
Application

DATE: 12/15/13 FEE: $200.00

PROJECT NAME (if applicable): Trapp Family Residence

APPLICANT: Josef Trapp

CONTACT PERSON: Josef or Weena Trapp

Address: 436 Short Pine Circle

City: Orlando State: Florida Zip: 32807

Phone: 407-823-9642 Fax: ____________

E-Mail: joseftrapp@gmail.com

OWNER: Josef and Weena Trapp

Address: 436 Short Pine Circle

City: Orlando State: Florida Zip: 32807

Phone: 407-823-9642 Fax: ____________

Address of Subject Property: 1146 Lake Minneola Road, Clermont FL 34711

General Location: ____________

Legal Description (include copy of survey): Clermont, Johnson's Replat Lots 16, 17, 18 Blk 117 Pg 71

Land Use (City verification required): Residential

Zoning (City verification required): R3

CITY OF CLERMONT
VARIANCE
Application

Answers to the following questions are required to complete this application.

City Zoning Ordinance (Land Development Code Section) from which you are requesting relief: Sec. 122-186. Yards Minimum yard requirements for the R-3 district (Code 1998, § 122-186; Ord. No. 281-C, § 1(ch. 7), 11-8-1994; Ord. No. 298-C, § 2, 6-27-2000)

What are you proposing to do that would require a variance and why?
Adjacent neighbors are driving across our property to access their properties. In order to maintain the existing neighborhood circulation pattern and to improve pedestrian and vehicular safety for our neighbors, visitors, city service vehicles such as garbage trucks, mail and other delivery vehicles, as well as our our own family, we propose to build our home approximately 10 feet from the existing drive. In order to achieve this separation of building and road, we propose to reduce the rear setback from 25 feet to 15 feet.

How does the Code create a hardship?
Based on the unique circumstances to have an existing access drive across our property, the typical 25 foot rear setback would cause a zero feet separation between the existing road and the proposed building.

*** * * * * The following justifications must be completed * * * * ***
for any variance requested:

Variance requested – subject and code section: Change minimum rear yard setback from 25 feet to 15 feet. Minimum yard requirements for the R-3 district Sec. 122-186. Yards (3)

Sec. 86-174. Review criteria and findings.
When reviewing an application for a variance, the board of zoning adjustment shall not vary the requirements of any provision of this land development code unless it makes a positive finding, based on substantial competent evidence, on each of the following:

(1) Special conditions and circumstances exist which are peculiar to the land, structure or building involved, and which are not applicable to other lands, structures or buildings in the same zoning district;

Neighbors, visitors, garbage trucks, mail and other delivery vehicles are driving across our property to access adjacent properties. The nearest structure to the East is located approximately 9.7 feet from the rear lot line. We are proposing a 15 foot setback from the rear lot line. There are no neighbors behind us.

(2) The condition giving rise to the requested variance has not been created by any person presently having an interest in the property;

No, the access road was existing when we purchased the property.

3) Literal interpretation and enforcement of the land development code regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the land development code, and would work unnecessary and undue hardship on the applicant;

Yes. The closest adjacent house to the East is approximately 45 feet from the mean high water line. The next structure is located approximately 28 feet from the mean high water line. Based on a granted variance request, our house would be located 59.6 feet from the mean high water line.

(4) The variance request is not based exclusively upon a desire to reduce the cost of developing the site or otherwise economically founded;

No

(5) The variance, if granted, is the minimum variance necessary to make possible the reasonable use of the land, building or structure;

Yes

(6) Granting of the variance request will not confer on the applicant any special privilege that is denied by the land development code to other lands, buildings or structures in the same zoning district;

No

(7) The proposed variance will not substantially diminish property value in, or alter the essential character of, the area surrounding the site; and

No

(8) The granting of the variance will be in harmony with the general intent and purpose of this land development code, and will not be injurious to the surrounding properties or detrimental to the public welfare.

The purpose of the proposed variance is to increase pedestrian and vehicular safety for our neighbors, visitors, city service vehicles, garbage trucks, mail and other delivery vehicles, as well as our our own family.

CITY OF CLERMONT
VARIANCE
Application

Josef Trapp

Applicant Name (print)

x [signature]

Applicant Name (*signature*)

Weena Trapp

Owner Name (print)

x [signature]

Owner Name (*signature*)

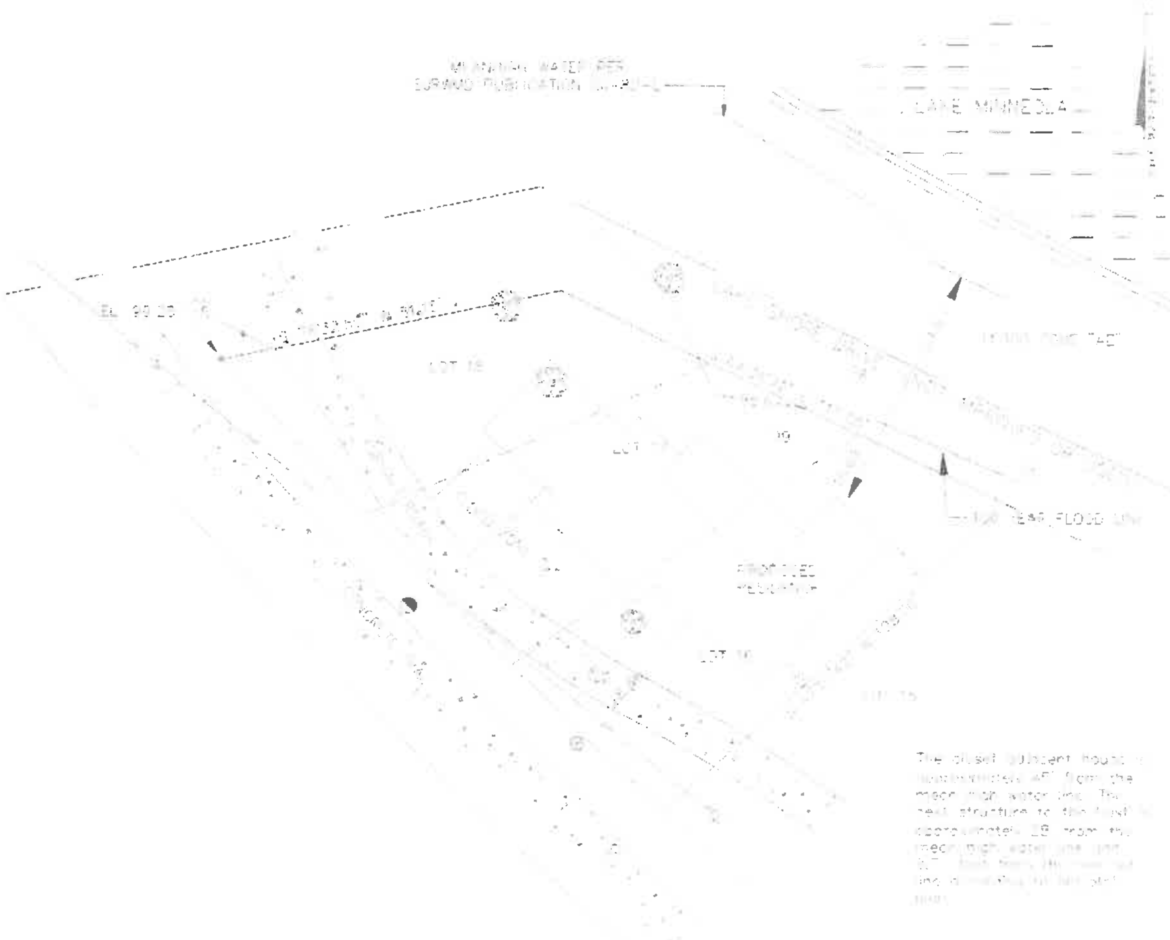
*** * * * * * NOTICE * * * * * ***

IF THIS APPLICATION IS SUBMITTED INCOMPLETE OR INACCURATE, IT WILL BE SUBJECT TO A DELAY IN PROCESSING AND WILL NOT BE SCHEDULED UNTIL SUCH CORRECTIONS ARE MADE. APPLICATION FOR VARIANCE DOES NOT GUARANTEE APPROVAL. THE APPLICANT MUST BE PRESENT AT ANY MEETINGS TO JUSTIFY AND SUPPORT THE REQUEST.

City of Clermont
Planning & Zoning Department.
685 W. Montrose St.
P.O. Box 120219
Clermont, FL. 34712-021 9
(352) 394-4083 Fax: (352) 394-3542

DESCRIPTION:
LOTS 16, 17, AND 18, BLOCK 117, JOHNSON'S REPLAT, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK [illegible], PUBLIC RECORDS OF LAKE COUNTY, FLORIDA
PROPERTY SHOWN HEREON CONTAINS [illegible] ACRES MORE OR LESS

NOTES:
1. BEARINGS BASED ON THE PLAT BEARINGS
2. ABOVEGROUND ENCROACHMENTS, IF ANY, AS SHOWN
3. UNDERGROUND ENCROACHMENTS OR IMPROVEMENTS, IF ANY, NOT LOCATED
4. THIS PROPERTY IS SUBJECT TO ALL EASEMENTS, RIGHT OF WAY, SETBACKS OR RESTRICTIONS
5. THIS SURVEY IS SUBJECT TO ANY FACTS THAT MIGHT BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH
6. PROPERTY SHOWN HEREON LIES IN FLOOD ZONE "X" AND "AE"
7. FLOOD ZONE SHOWN HEREON [illegible]
8. ELEVATIONS BASED ON NAVD
9. PRIMARY BENCHMARK = [illegible]



LOT SIZE = 11,165 SQUARE FEET
IMPERVIOUS AREA = [illegible] SQUARE FEET
% IMPERVIOUS = [illegible]

CLOSEST POINT TO MEAN HIGH WATER LINE = [illegible]

= OAK TREE
= SANITARY SEWER MANHOLE
= OVER HEAD POWER LINE
= POWER POLE
= LIGHT POLE

Blackburn Surveying Inc.
L.B. # [illegible]
[illegible] West Highway 50
P.O. Box [illegible]
Clermont, Florida [illegible]
352 [illegible]
Fax [illegible]

GRAPHIC SCALE

(IN FEET)
1 inch = 30 ft

TOPO SURVEY FOR:
JOSEF TRAPP

SCALE	APPROVED BY	DRAWN BY
[illegible]	[illegible]	[illegible]
DATE [illegible]	[illegible]	

JOHNSON'S REPLAT
LAKE COUNTY, FLORIDA

PATRICK M. [illegible], P.S.M. FLORIDA SURVEYOR'S CERTIFICATE NO. [illegible]
NOT VALID WITHOUT THE ORIGINAL RAISED SEAL AND SIGNATURE OF A FLORIDA LICENSED SURVEYOR & MAPPER
THE SURVEY DEPICTED HERE IS NOT COVERED BY PROFESSIONAL LIABILITY INSURANCE

DRAWING NO. [illegible]


Map
Traffic
561
561
A
Lake Minneola Dr
Short St
Carroll St
Carroll St
12th St
561
561
Lake Dr
W Minneola Ave
W Minneola Ave
Minneola Dr
W Minneo

LEGAL NOTICE

Notice is hereby given that the City Council of the City of Clermont will consider a request for the following Variance: To allow a rear yard setback of 15 feet rather than the 25 feet - as required by the Land Development Code, Section 122-186, at the following location:

LOCATION

1146 Lake Minneola Drive

A complete legal description may be obtained in the Planning & Zoning Department located at 685 West Montrose Street, Clermont, FL 34711.

This request will be heard by the City Council at a public hearing to be held on Tuesday, January 28, 2014 at 7:00 P.M. in the Clermont City Hall located at 685 West Montrose Street.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made.

Tracy Ackroyd
City Clerk

Daily Commercial
January 21, 2014

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Resolutuion No. 2014-01 Palm Tire Automotive Service Center	
Requested Action	
Motion to Approve Resolution No. 2014-01	
Staff Report	

Palm Tire Automotive - Conditional Use Permit

The applicant is requesting a conditional use permit (CUP) for an automotive repair center.

The proposal is to construct a new 6,400 square foot repair center with 10 bays for service, a sales office, and inventory area for parts. As the site plan indicates, the bays will face north and south, and not toward Highway 27. The hours of operation will be from Monday through Friday 8am to 5pm, and Saturday from 8am to 12 pm. The service center will employ 8 full time employees and one part time employee.

The C-2 zoning allows for a wide variety of uses but the proposed use requires a CUP. The applicant is not requesting to perform any major repairs such as body repairs. All proposed automotive work will be done within the walls of the building.

Commissioner Harry Mason moved to recommend approval of the Conditional Use Permit, restricted to 8 bays; seconded by Commissioner Bernadette Dubuss. The vote was unanimous to recommend approval for the Conditional Use Permit to City Council.

Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
No fiscal impact.	

Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)

1.	Exhibit 1 - Resolution 2014-01	2014-01 Palm Tire.doc
2.	Exhibit 2 - 5	Palm Tire CUP - AGENDA ITEM P&Z1-7, CC1-28-14.pdf

3.	P&Z Minutes	Palm Tire minutes.pdf
4.	Application	Palm Tire application.pdf
5.	Advertisement	Palm Tire CUP P&Z1-7-14,CC1-28-14.doc

CITY OF CLERMONT
RESOLUTION NO. 2014-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, GRANTING A CONDITIONAL USE PERMIT TO ALLOW AN AUTOMOTIVE REPAIR CENTER IN THE C-2 GENERAL COMMERCIAL ZONING DISTRICT.

WHEREAS, the Planning and Zoning Commission of the City of Clermont, Lake County, Florida at a meeting held January 7, 2014 recommended for approval of this Conditional Use Permit to allow an automotive repair center in the C-2 General Commercial zoning district; at the following location:

LOCATION:

Vacant property (Alt. Key 3781935) on west side of Highway 27;
north of Hunt Street

The City Council deems it advisable in the interest of the general welfare of the City of Clermont, Lake County, Florida to grant this Conditional Use Permit.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clermont, Lake County, Florida that:

This application for a Conditional Use Permit to allow an automotive repair center in the C-2 General Commercial zoning district be granted subject to the following conditions:

CONDITIONAL USE PERMIT CONDITIONS:

<u>Section 1 - General Conditions</u>

1. The conditions as set forth in this Conditional Use Permit shall be legally binding upon any heirs, assigns and successors in title or interest.

2. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.

3. No business can occupy any portion of a building unless the proposed business has applied for and obtained a Local Business Tax Receipt from the Planning & Zoning Department.

4. The Conditional Use Permit must be executed and processed through the office of the City Clerk within 90 days of its date of grant by the City Council or the permit shall become null and void.

5. The applicant shall record in the Public Records of Lake County within 90 days of its date of approval by the City Council, a short-form version of this Conditional Use Permit as provided by the City or a form acceptable to the City, to provide notice to all interested parties, the assigns, successors and heirs of the developer/applicant and all future owners of the above-referenced property that the real property described above is subject to the terms and conditions of the Conditional Use Permit.

6. This permit shall become null and void if substantial construction work has not begun within two (2) years of the date the Conditional Use Permit is executed and signed by the appropriate parties. Substantial construction work means the commencement and continuous construction of required improvements ultimately finalized at completion.

7. The applicant shall be required to submit a formal site plan for review and approval by the City staff. The project shall be designed in substantial accordance with the site plan at the preliminary site review meetings and public hearings with the exception of modifications necessary to comply with final Conditional Use Permit conditions.

8. The structure shall be inspected by the Fire Marshal for life safety requirements. All requirements must be met prior to any Certificate of Occupancy being issued.

9. The structure shall be inspected by the City Building Inspector and all building code violations must be corrected prior to a Certificate of Occupancy being issued.

10. The final Certificate of Occupancy shall not be issued until each of the stated conditions has been met.

11. If any of the stated conditions are violated, the applicant understands and agrees that the City Council may revoke this Conditional Use Permit by resolution.

Section 2- Land Use

1. The property is approved for an automobile & tire repair center as well as permitted uses within the C-2 General Commercial zoning district.

2. The property shall be developed in substantial accordance with the conceptual site plan in Exhibit 5. Formal construction plans; incorporating all conditions stated in this permit, shall be submitted for review and approval by the Site Review Committee prior to the issuance of a zoning clearance of other development permits. The conceptual site plans submitted with the Conditional Use Permit application are not the approved construction plans.

3. All repairs or service, other than minor repairs such as wiper blades or headlight/taillight bulbs, or similar minor items, must be done within an enclosed building.

4. Display sales of any vehicle(s) shall not be allowed.

5. No outside storage of any vehicles shall be allowed on site, except for vehicles awaiting immediate repair.

6. No parking, storage of vehicles or equipment, or other uses of any kind are allowed on any adjacent right-of-way.

7. In the event that parking at this site proves inadequate, the City reserves the right to open the Conditional Use Permit for further review and additional conditions which may include additional parking requirements or revocation of the Conditional Use Permit.

8. In the event that the noise levels create a nuisance to the surrounding property owners, the City reserves the right to open the Conditional Use Permit for further review and additional conditions. Recurring documented complaints related to noise or other disturbances emanating from the operation shall be considered prima facie evidence of a violation of this provision. The owner shall be given written notice of such violations and shall have seven (7) days after receipt of such notice within which to demonstrate that adequate measures have been taken to alleviate the source of the disturbance which gave rise to the recurring complaints. If, in the opinion of the Planning and Zoning Director, the disturbances have not been corrected, the owner will be scheduled for the next available City Council meeting to determine the appropriate action necessary to alleviate the disturbance, including any additional restrictions on the operation of the business deemed necessary to alleviate the complaints.

9. Automotive and truck repair service would be limited strictly to cars; SUVs, vans; recreational vehicles; dump trucks; agricultural or construction implements such as, but not limited to, tractors and front end loaders; semi tractors, without trailers attached; and small utility trucks, light trucks. No semi-trailers or heavy equipment, such as bulldozers; repairs; parking or storage; shall be permitted.

Section 3 – Site Development

1. Detailed grading, erosion control, and dust abatement plans for the entire site shall be submitted to and approved by the Site Review Committee prior to construction plan approval and the initiation of development activity. The dust abatement plan shall detail measures to be taken to eliminate the migration of dust particles from the site.

2. All excavated material shall be stored in a location approved by the City Engineer.

3. Geo-technical information regarding the soil characteristics of the site shall be submitted to the City as part of the final site review process.

4. The permittee/developers shall provide both temporary and permanent grassing including fertilizer application on all disturbed areas where construction is not immediately intended. Said plan shall be provided in accordance with an approved ground cover plan acceptable to the City in accordance with Best Management Practices (BMP) of the United States Department of Agriculture Soil Conservation Service.

Section 4 – Utilities and Stormwater

1. The permittee shall be responsible for purchasing, installing, and maintaining fire hydrants within the project. They shall be installed according to City Code.

2. The project shall be plumbed for reuse water with purple piping. Until such time as reuse water is available, irrigation water shall be provided for by well.

Section 5 - Architectural Design Standards

1. All structures shall be designed and constructed in accordance with the Architectural Standards of the City of Clermont.

2. Direct exposed view neon tubing or similar type tubing shall not be utilized for building trim or accent areas.

3. All fencing within public view shall be ornamental metal or brick, as approved by the Site Review Committee.

CITY OF CLERMONT
RESOLUTION NO. 2014-01

DONE AND RESOLVED by the City Council of the City of Clermont, Lake County, Florida, this 28th day of January, 2014.

CITY OF CLERMONT

____
Harold S. Turville, Jr., Mayor

ATTEST:

____
Tracy Ackroyd, City Clerk

Approved as to form and legality:

____
Daniel F. Mantzaris, City Attorney

Exhibit 2

DEVELOPMENT NAME: Palm Tire Automotive
OWNER/APPLICANT: Tower Commercial Land Trust / Dale Ladd

REQUESTED ACTION: A CUP Request to allow an automobile repair center within a C-2 General Commercial Zoning District

SIZE OF PARCEL: 1.4 +/- acre
GENERAL LOCATION: Highway 27 across from the Citrus Tower

EXISTING ZONING: C-2, General Commercial
EXISTING LAND USE: Vacant
FUTURE LAND USE: Commercial

SURROUNDING CONDITIONS:

	FUTURE LAND USE	ZONING	EXISTING LAND USE
NORTH:	Commercial	C-2, General Commercial	Commercial
SOUTH:	Commercial	C-2, General Commercial	Vacant
EAST:	Commercial	C-2, General Commercial	Commercial
WEST:	Medium Density Residential	R-3, Residential /Professional	Residential

Road Classification:	Highway 27 – Collector
Utility Area:	City of Clermont Water / Sewer
Site Utilities:	City of Clermont Water / Sewer
Site Visit:	12/14/12
Signs Posted:	By applicant

Exhibit 3

Location Map:

Exhibit 4

CUP CONDITIONS:

Section 1 - General Conditions

1. The conditions as set forth in this Conditional Use Permit shall be legally binding upon any heirs, assigns and successors in title or interest.

2. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.

3. No business can occupy any portion of a building unless the proposed business has applied for and obtained a *Local Business Tax Receipt* from the Planning & Zoning Department.

4. *The Conditional Use Permit must be executed and processed through the office of the City Clerk within 90 days of its date of grant* by the City Council or the permit shall become null and void.

5. *The Applicant shall record in the Public Records of Lake County within 90 days of its date of approval by the City Council, a short-form* version of this Conditional Use Permit as provided by the City or a form acceptable to the City, to provide notice to all interested parties, the assigns, successors and heirs of the developer/applicant and all future owners of the above-referenced property that the real property described above is subject to the terms and conditions of the Conditional Use Permit.

6. This permit shall become null and void if substantial construction work has not begun within two (2) years of the date the Conditional Use Permit is executed and signed by the appropriate parties. Substantial construction work means the commencement and continuous construction of required improvements ultimately finalized at completion.

7. The applicant shall be required to submit a formal site plan for review and approval by the City staff. The project shall be designed in substantial accordance with the site plan at the preliminary site review meetings and public hearings with the exception of modifications necessary to comply with final CUP conditions.

8. The structure shall be inspected by the Fire Marshal for life safety requirements. All requirements must be met prior to any Certificate of Occupancy being issued.

9. The structure shall be inspected by the City Building Inspector and all building code violations must be corrected prior to a Certificate of Occupancy being issued.

10. The final Certificate of Occupancy shall not be issued until each of the stated conditions has been met.

11. If any of the stated conditions are violated, the applicant understands and agrees that the City Council may revoke this Conditional Use Permit by resolution.

Section 2- Land Use

1. The property is approved for an automobile & tire repair center as well as permitted uses within the C-2 General Commercial Zoning District.

2. The property shall be developed in substantial accordance with the conceptual site plan in Exhibit 5. Formal construction plans, incorporating all conditions stated in this permit shall be submitted for review and approval by the Site Review Committee prior to the issuance of a zoning clearance of other development permits. The conceptual site plans submitted with the CUP application are not the approved construction plans.

3. All repairs or service (other than minor repairs such as wiper blades or headlight/taillight bulbs, or similar minor items) must be done within an enclosed building.

4. Display sales of any vehicle(s) shall not be allowed.

5. No outside storage of any vehicles shall be allowed on site, except for vehicles awaiting immediate repair.

6. No parking, storage of vehicles or equipment, or other uses of any kind are allowed on any adjacent right-of-way.

7. In the event that parking at this site proves inadequate the City reserves the right to open the CUP for further review and additional conditions which may include additional parking requirements or revocation of the Conditional Use Permit.

8. In the event that the noise levels create a nuisance to the surrounding property owners, the City reserves the right to open the CUP for further review and additional conditions. Recurring documented complaints related to noise or other disturbances emanating from the operation shall be considered prima facie evidence of a violation of this provision. The owner shall be given written notice of such violations and shall have seven (7) days after receipt of such notice within which to demonstrate that adequate measures have been taken to alleviate the source of the disturbance which gave rise to the recurring complaints. If, in the opinion of the Planning and Zoning Director, the disturbances have not been corrected, the owner will be scheduled for the next available City Council meeting to determine the appropriate action necessary to alleviate the disturbance, including any additional restrictions on the operation of the business deemed necessary to alleviate the complaints.

9. Automotive and truck repair service would be limited strictly to cars, SUVs, vans, recreational vehicles, dump trucks, agricultural or construction implements such as (but not limited to) tractors and front end loaders, semi tractors (without trailers attached) and small utility (light) trucks. No semi-trailer, or heavy equipment (e.g. bulldozers), repairs, parking or storage, shall be permitted.

Section 3 – Site Development

1. Detailed grading, erosion control, and dust abatement plans for the entire site shall be submitted to and approved by the Site Review Committee prior to construction plan approval and the initiation of development activity. The dust abatement plan shall detail measures to be taken to eliminate the migration of dust particles from the site.

2. All excavated material shall be stored in a location approved by the City Engineer.

3. Geo-technical information regarding the soil characteristics of the site shall be submitted to the City as part of the final site review process.

4. The permittee/developers shall provide both temporary and permanent grassing including fertilizer application on all disturbed areas where construction is not immediately intended. Said plan shall be provided in accordance with an approved ground cover plan acceptable to the City in accordance with best management practices (BMP) of the U.S.D.A. Soil Conservation Service.

Section 4 – Utilities and Stormwater

1. The permittee shall be responsible for purchasing, installing, and maintaining fire Hydrants within the project. They shall be installed according to City Code.

2. The project shall be plumbed for reuse water with purple piping, Until such time as reuse water is available, irrigation water shall be provided for by well.

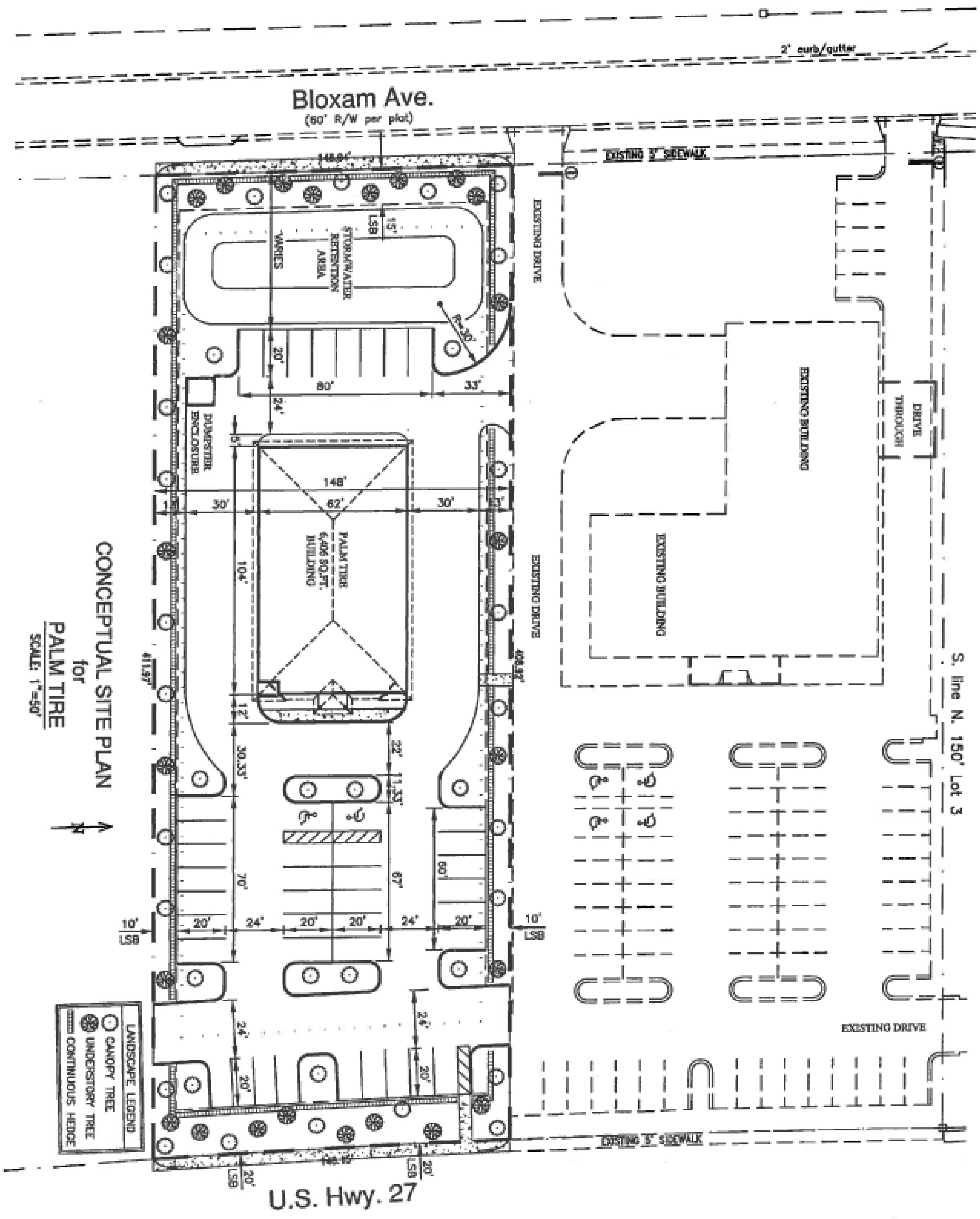
Section 5 - Architectural Design Standards

1. All structures shall be designed and constructed in accordance with the ***Architectural Standards*** of the City of Clermont.

2. Direct exposed view neon tubing or similar type tubing shall not be utilized for building trim or accent areas.

3. All fencing within public view shall be ornamental metal or brick, as approved by the Site Review Committee.

Exhibit 5



Bloxam Ave.
(60' R/W per plat)
2' curb/gutter
EXISTING 5' SIDEWALK
STORMWATER RETENTION AREA
DUMPSTER ENCLOSURE
PALM TIRE 6,406 SQ.FT. BUILDING
EXISTING DRIVE
EXISTING BUILDING
DRIVE THROUGH
S. line N. 150' Lot 3
CONCEPTUAL SITE PLAN for PALM TIRE
SCALE: 1"=50'
LANDSCAPE LEGEND
CANOPY TREE
UNDERSTORY TREE
CONTINUOUS HEDGE
U.S. Hwy. 27

City of Clermont
MINUTES
PLANNING AND ZONING COMMISSION
January 7, 2014

The meeting of the Planning & Zoning Commission was called to order Tuesday January 7, 2014 at 7:00 p.m. by Chairman Nick Jones. Other members present were Herb Smith, Harry Mason, Bernadette Dubuss, and Thomas Spencer. Also in attendance were Barbara Hollerand, Planning and Zoning Director, Curt Henschel, Senior Planner, John Kruse, Senior Planner, Dan Mantzaris, City Attorney, and Rae Chidlow, Administrative Assistant.

Herb Smith and Thomas Spencer introduced themselves.

Bernadette Dubuss nominated Nick Jones for Chair. The vote was unanimous to keep Nick Jones as Chair for the Planning and Zoning Commission.

Bernadette Dubuss nominated Harry Mason for Vice-Chair. The vote was unanimous to make Harry Mason Vice-Chair of the Planning and Zoning Commission.

MINUTES of the Planning and Zoning Commission meeting held November 5, 2013 were approved as written.

REPORTS

There were no reports.

1. REQUEST FOR CONDITIONAL USE PERMIT

DEVELOPMENT NAME: Palm Tire Automotive
OWNER/APPLICANT: Tower Commercial Land Trust / Dale Ladd
REQUESTED ACTION: A Conditional Use Permit Request to allow an automobile repair center within a C-2 General Commercial Zoning District

Planner Curt Henschel presented the following staff report:

The applicant is requesting a conditional use permit for an automotive repair center. The proposal is to construct a new 6,400 square foot repair center with 10 bays for service, a sales office, and inventory area for parts. As the site plan indicates, the bays will face north and south, and not Highway 27. The hours of operation will be from Monday through Friday 8am to 5pm, and Saturday from 8am to 12 pm. The service center will employ 8 full time employees and one part time employee.

The C-2 zoning allows for a wide variety of uses but the proposed use requires a conditional use permit. The applicant is not requesting to perform any major repairs such as body repairs. All proposed automotive work will be done within the walls of the building.

Matt Graham, 927 5th Street, stated that they have been in business in Minneola for 10 years and they are looking to relocate to Clermont.

Judy Sweeney, Tower Grove Townhomes, stated that she lives in one of the 10 units that back up to Bloxam Avenue. She stated that her back yard will be facing the property. She asked if the entrance for the business will be off Bloxam Avenue or from Highway 27.

Chairman Nick Jones stated that the entrance will come off of Bloxam Avenue.

Ms. Sweeney stated that it would not be to the Tower Grove Townhomes' advantage to have the entrance off Bloxam Avenue.

Mr. Henschel stated that they are proposing to share an existing driveway and a cross access road off of Highway 27. He stated that there will not be any additional curb cuts off Bloxam Avenue or Highway 27.

Chairman Nick Jones stated that with the doors opening on the north and south side of the building this might eliminate some of the noise issues.

Mr. Henschel stated in section 2, number 8 in the conditional uses, it addresses the noise levels from the business.

Commissioner Harry Mason asked what the landscape buffer in the rear is and what kind of landscape.

Mr. Henschel stated that code requires a 15' landscape buffer and includes 8 trees per 100 feet and a row of shrubs.

Commissioner Harry Mason moved to recommend approval of the Conditional Use Permit, restricted to 8 bays; seconded by Commissioner Bernadette Dubuss. The vote was unanimous to recommend approval for the Conditional Use Permit to City Council.

2. REQUEST FOR CONDITIONAL USE PERMIT

DEVELOPMENT NAME: StarChild Daycare
APPLICANT: Valery & Matthew Perry
REQUESTED ACTION: A Conditional Use Permit request to allow a daycare facility within a C-2 General Commercial Zoning District

Planner Curt Henschel presented the following staff report:

CITY OF CLERMONT
CONDITIONAL USE PERMIT (CUP)
APPLICATION

DATE: November 21, 2013 FEE: ____________

PROJECT NAME (if applicable): ____________

APPLICANT: Dale J. Ladd

CONTACT PERSON: Dale J. Ladd

Address: 1135 East Avenue

City: Clermont State: FL Zip: 34711

Phone: 352-394-8686 Fax: 352-394-5971

E-Mail: mimi@highlandrealestate.biz

OWNER: Tower Commercial Land Trust

Address: 1135 East Avenue

City: Clermont State: FL Zip: 34711

Phone: 352-394-8686 Fax: 352-394-5971

Address of Subject Property: Highway 27

General Location: West side of Highway 27, North of Hunt Street

Legal Description (include copy of survey): The south 148' of the north 326.94' of Lot 3, Block 6, lying west of Highway 27

Land Use (City verification required): Commercial

Zoning (City verification required): C-2

CITY OF CLERMONT
CONDITIONAL USE PERMIT (CUP)
APPLICATION
Page 2

Detailed Description of request (What are you proposing to do and why is it appropriate for this location? Attach additional page is necessary.

Conditional Use Permit to allow an automotive repair shop

Dale J Ladd
Applicant Name (print)

X
Applicant Name (*signature*)

Dale J Ladd
Owner Name (print)

X
Owner Name (*signature*)

****** **NOTICE** ******

IF THIS APPLICATION IS SUBMITTED INCOMPLETE OR INACCURATE, IT WILL BE SUBJECT TO A DELAY ON PROCESSING AND WILL NOT BE SCHEDULED UNTIL CORRECTIONS ARE MADE.

City of Clermont
Planning & Zoning Department
685 W. Montrose St.
P.O. Box 120219
Clermont, FL. 34712-021 9
(352) 394-4083 Fax: (352) 394-3542

*Palm Tire & Automotive, Inc. has been operating in Minneola, FL since April 2, 2004.

*The hours of operation Monday thru Friday 8am – 5pm,

Saturday 8am – 12pm

*We currently have 8 full time employees, 1 part-time that is building & property maintenance.

*Our business consists of 82% auto repair – 18% tire sales

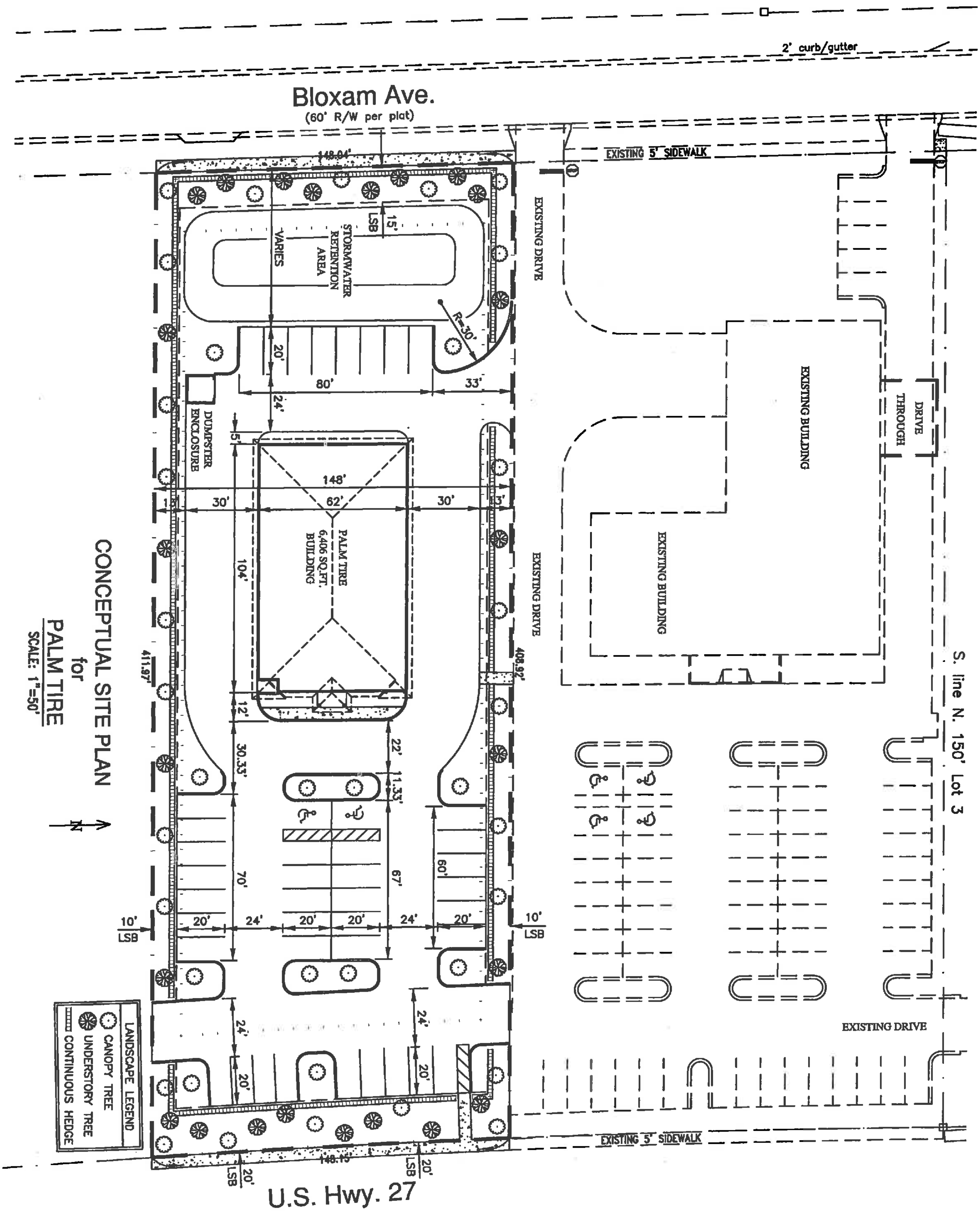
*8 Bay facility, sales area and customer waiting area, office, and 3 restrooms.

*We are currently servicing the Lake County Sheriff's Office Fleet.

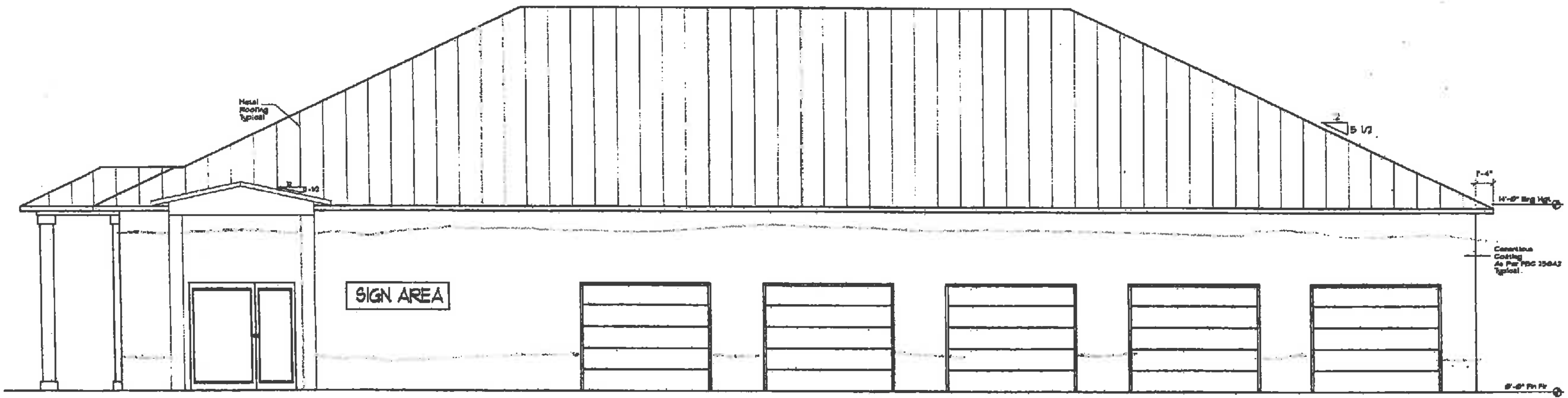
*All Used Fluids & Used Tires are disposed of by licensed companies. Used metals are recycled.

*Matt Graham, Owner

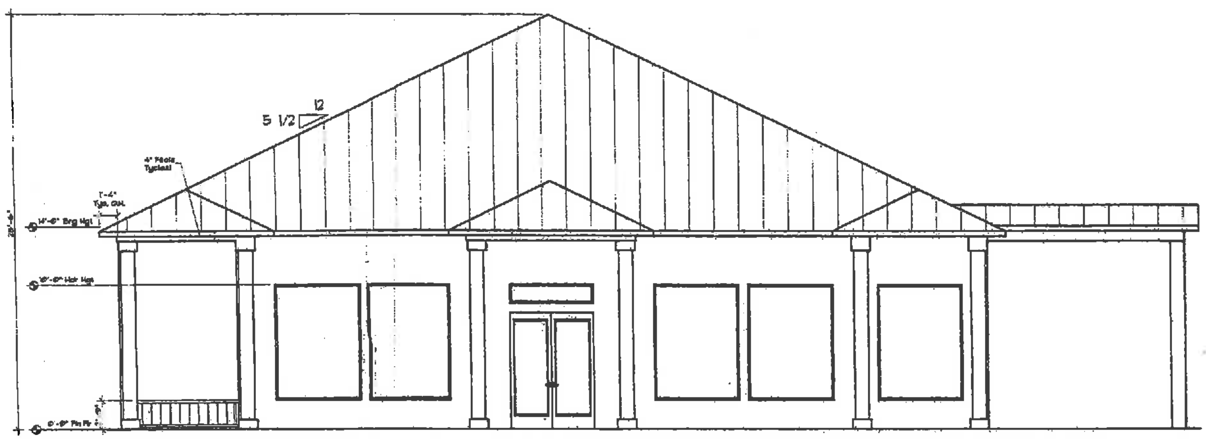
*Carolyn Edgington, Manager



CONCEPTUAL SITE PLAN
for
PALM TIRE
SCALE: 1"=50'
Bloxam Ave.
(60' R/W per plat)
2' curb/gutter
EXISTING 5' SIDEWALK
148.04'
STORMWATER RETENTION AREA
VARIES
LSB
15'
R=30'
20'
80'
33'
24'
DUMPSTER ENCLOSURE
5'
148'
30'
62'
30'
3'
PALM TIRE 6,406 SQ.FT. BUILDING
104'
12'
22'
30.33'
11.33'
60'
70'
67'
10'
LSB
20'
24'
20'
20'
24'
20'
10'
LSB
411.97'
408.92'
EXISTING DRIVE
EXISTING DRIVE
EXISTING BUILDING
EXISTING BUILDING
DRIVE THROUGH
S. line N. 150' Lot 3
EXISTING DRIVE
24'
24'
20'
20'
EXISTING 5' SIDEWALK
148.15'
LSB
20'
LSB
20'
U.S. Hwy. 27
N
LANDSCAPE LEGEND
CANOPY TREE
UNDERSTORY TREE
CONTINUOUS HEDGE



A/A1 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



B/A1 LEFT ELEVATION
SCALE: 1/4" = 1'-0"

Leon Engineering Company

Wayne A. Block, PhD., P.E. #52583

LAKE DRAFTING AND GRAPHICS INC.

CLERMONT, FLORIDA 34711

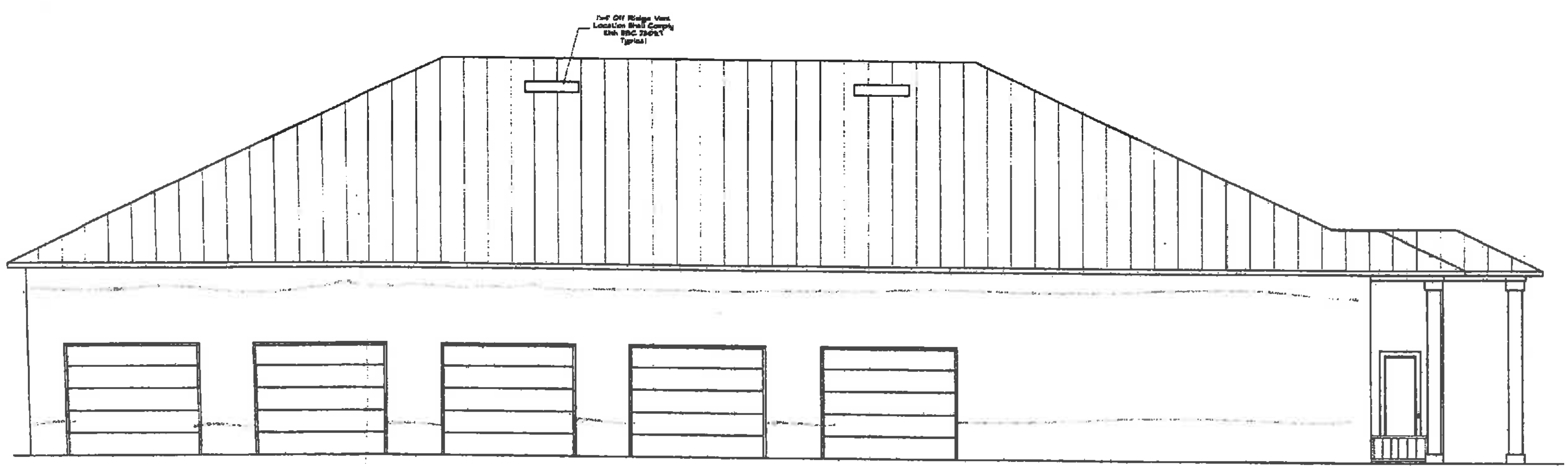
PLAN REVIEW

NEW BUILDING FOR "Palm Tire Tavares"

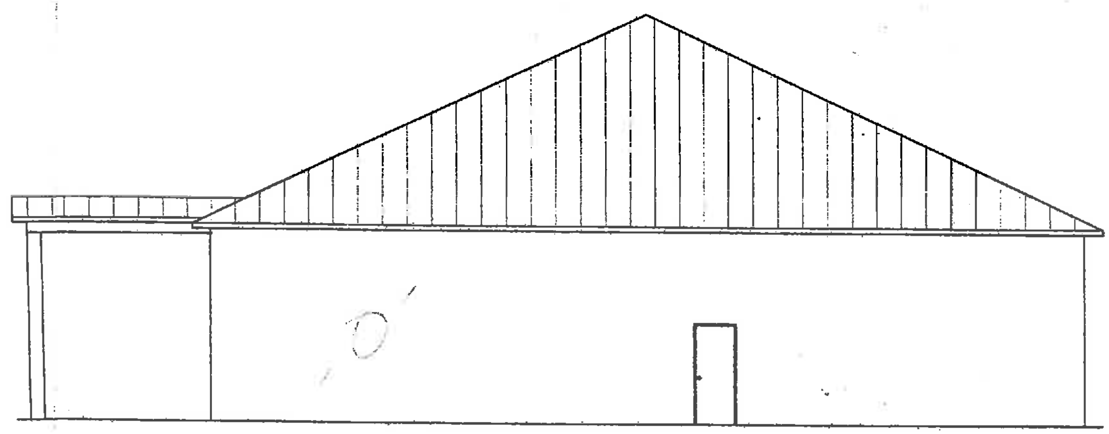
SQUARE FOOTAGE	
INTERIOR	6407
PORCH "A"	47
PORCH "B"	76
DRIVE UNDER	237
TTL UNDER ROOF	6827

DATE: 04-21-05
DRAWN BY: dml
SCALE: AS NOTED
JOB # LDG 1924

SHEET #
A1
OF SHEETS



A/A2 REAR ELEVATION
SCALE: 1/4" = 1'-0"



B/A2 RIGHT ELEVATION
SCALE: 1/4" = 1'-0"

Wayne A. Block, PhD., P.E. #52583

LAKE DRAFTING AND GRAPHICS INC.

PLAN REVIEW

NEW BUILDING FOR "Palm Tire Tavares"

SQUARE FOOTAGE	
INTERIOR	6407
PORCH "A"	47
PORCH "B"	76
DRIVE UNDER	297
TTL UNDER ROOF	6827

DATE: 04-21-05
DRAWN BY: dml
SCALE: AS NOTED
JOB # LDG 1924

SHEET #
A2
OF SHEETS

LEGAL NOTICE

Notice is hereby given that the City of Clermont will consider a request for a Conditional Use Permit to allow an automobile repair center within a C-2 General Commercial zoning district at the following location:

LOCATION

Vacant property (Alt. Key 3781935) on west side of Highway 27;
North of Hunt Street

A complete legal description may be obtained in the Planning & Zoning Department located at 685 W. Montrose Street, Clermont, FL 34711.

This request will be considered by the Planning & Zoning Commission on Tuesday, January 7, 2014 at 7:00pm.

A public meeting to consider the request will be held before the City Council on Tuesday, January 28, 2014 at 7:00pm.

All meetings will be held in City Hall located at 685 West Montrose Street.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made.

Tracy Ackroyd, MMC
City Clerk

Daily Commercial
December 31, 2013 and January 21, 2014

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Resolution No. 2014-02 Starchild Daycare Center	
Requested Action	
Motion to Approve Resolution No. 2014-02	
Staff Report	

StarChild Daycare Center

The applicant is requesting a Conditional Use Permit to allow a Kids Daycare Facility in the C-2, General Commercial Zoning District. Childcare centers are designated as a conditional use within the C-2, General Commercial zoning district.

The applicant is proposing to construct a 23,000 square foot building (phase one 18,700 square feet) with multiple playgrounds that could handle up to 500 children from infants through fifth grade. This will be located within the Hancock Town Centre shopping center (currently undeveloped) along Hooks Street just behind Office Depot. The daycare center will employ approximately 75 teachers and staff members and will operate from 6:00 am to 7:00 pm. Monday through Friday.

Commissioner Bernadette Dubuss moved to recommend approval of the Conditional Use Permit and to allow once a month for the facility to be open until 11:00 pm; seconded by Commissioner Harry Mason. The vote was unanimous to recommend approval for the Conditional Use Permit to City Council.

Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
No fiscal impact.	

Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)		
1.	Exhibit 1 - Resolution	2014-02 Starchild.doc
2.	Exhibit 2 through 4	StarChild Daycare Center CUP 2 - AGENDA ITEM summary CC1-28-14.doc
3.	P&Z Minutes	StarChild minutes.pdf

4.	Application	Starchild application.pdf
5.	Site Plan	Starchild site plan.pdf
6.	Advertisement	Starchild CUP P&Z1-7-14,CC1-28-14.doc

CITY OF CLERMONT
RESOLUTION NO. 2014-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, GRANTING A CONDITIONAL USE PERMIT TO ALLOW A DAYCARE FACILITY IN THE C-2 GENERAL COMMERCIAL ZONING DISTRICT.

WHEREAS, the Planning and Zoning Commission of the City of Clermont, Lake County, Florida at a meeting held January 7, 2014 recommended for approval of this Conditional Use Permit to allow a daycare facility in the C-2 General Commercial zoning district; at the following location:

LOCATION:

Vacant property north of Hooks Street;
east side of Lot 5 of Hancock Towne Centre

The City Council deems it advisable in the interest of the general welfare of the City of Clermont, Lake County, Florida to grant this Conditional Use Permit.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clermont, Lake County, Florida that:

This application for a Conditional Use Permit to allow a daycare facility in the C-2 General Commercial zoning district be granted subject to the following conditions:

CONDITIONAL USE PERMIT CONDITIONS:

<u>Section 1 - General Conditions</u>

1. The conditions as set forth in this Conditional Use Permit shall be legally binding upon any heirs, assigns and successors in title or interest.

2. No expansion of the use or additions to the facility shall be permitted except as approved by another Conditional Use Permit.

3. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.

4. The structure shall be inspected by the Fire Inspector for life safety requirements and all requirements must be met prior to any Certificate of Occupancy being issued.

5. The structure shall be inspected by the Building Inspector and all building code violations must be corrected prior to a Certificate of Occupancy being issued.

6. The final Certificate of Occupancy shall not be issued until each of the stated conditions has been met.

7. If any of the stated conditions are violated, the applicant understands and agrees that the City Council may revoke this Conditional Use Permit by resolution.

8. The Conditional Use Permit must be executed and filed in the office of the City Clerk within 90 days of its date of grant by the City Council or the permit shall become null and void.

9. The Applicant shall record in the Public Records of Lake County within 90 days of its date of approval by the City Council, a short-form version of this Conditional Use Permit as provided by the City or a form acceptable to the City, to provide notice to all interested parties, the assigns, successors and heirs of the developer/applicant and all future owners of the above-referenced property that the real property described above is subject to the terms and conditions of the Conditional Use Permit.

10. If, at a future date, parking at this site proves inadequate, the applicant understands and agrees that the City may require additional parking or rescind this Conditional Use Permit.

11. Should the daycare use become an infringement upon the other business within the development, the City reserves the right to reopen the Conditional Use Permit for additional review and conditions.

12. Should the daycare use cease operations for a period greater than 180 days, a new Conditional Use Permit shall be required.

<u>Section 2 – Land Use</u>

1. This location may be used as a daycare facility in addition to any permitted C-2 uses.

CITY OF CLERMONT
RESOLUTION NO. 2014-02

DONE AND RESOLVED by the City Council of the City of Clermont, Lake County, Florida, this 28th day of January, 2014.

CITY OF CLERMONT

____
Harold S. Turville, Jr., Mayor

ATTEST:

____
Tracy Ackroyd, City Clerk

Approved as to form and legality:

____
Daniel F. Mantzaris, City Attorney

Exhibit 2

DEVELOPMENT NAME:	StarChild Daycare
APPLICANT:	Valery & Matthew Perry
SIZE OF PARCEL:	7 +/- acre
GENERAL LOCATION:	Hooks Street

EXISTING ZONING:	C-2 Commercial
EXISTING LAND USE:	Vacant
FUTURE LAND USE:	Commercial

SURROUNDING CONDITIONS:

	FUTURE LAND USE	***ZONING***	**EXISTING LAND USE**
NORTH:	Commercial	C-2 Commercial	Commercial
SOUTH:	Low Density Residential	PUD R-3	Residential
EAST:	Commercial	C-2 Commercial	Church
WEST:	Commercial	C-2 Commercial	Commercial

Road Classification:	Hooks St. – Collector
Utility Area:	City of Clermont Water / Sewer
Site Utilities:	City of Clermont Water / Sewer
Site Visit:	12-21-13
Signs Posted:	By applicant

Location Map:

Exhibit 3

Section 1 - General Conditions

1. The conditions as set forth in this Conditional Use Permit shall be legally binding upon any heirs, assigns and successors in title or interest.

2. No expansion of the use or additions to the facility shall be permitted except as approved by another Conditional Use Permit.

3. No person, firm, corporation or entity shall erect, construct, enlarge, alter, repair, remove, improve, move, convert, or demolish any building or structure, or alter the land in any manner within the boundary of the project without first submitting necessary plans, obtaining necessary approvals, and obtaining necessary permits in accordance with the City of Clermont Land Development Regulations and those of other appropriate jurisdictional entities.

4. The property shall be developed in substantial accordance with the conceptual site plan in Exhibit 4. Formal construction plans, incorporating all conditions stated in this permit shall be submitted for review and approval by the Site Review Committee prior to the issuance of a zoning clearance of other development permits. The conceptual site plans submitted with the CUP application are not the approved construction plans.

5. The structure shall be inspected by the Fire Inspector for life safety requirements, and all requirements must be met prior to any certificate of occupancy being issued.

6. The structure shall be inspected by the Building Inspector and all building code violations must be corrected prior to a certificate of occupancy being issued.

7. The final Certificate of Occupancy shall not be issued until each of the stated conditions has been met.

8. If any of the stated conditions are violated, the applicant understands and agrees that the City Council may revoke this Conditional Use Permit by resolution.

9. The Conditional Use Permit must be executed and filed in the office of the City Clerk within 90 days of its date of grant by the City Council or the permit shall become null and void.

10. The Applicant shall record in the Public Records of Lake County within 90 days of its date of approval by the City Council, a short-form version of this Conditional Use Permit as provided by the City or a form acceptable to the City, to provide notice to all interested parties, the assigns, successors and heirs of the developer/applicant and all future owners of the above-referenced property that the real property described above is subject to the terms and conditions of the Conditional Use Permit.

11. If, at a future date, parking at this site proves inadequate, the applicant understands and agrees that the City may require additional parking or rescind this Conditional Use Permit.

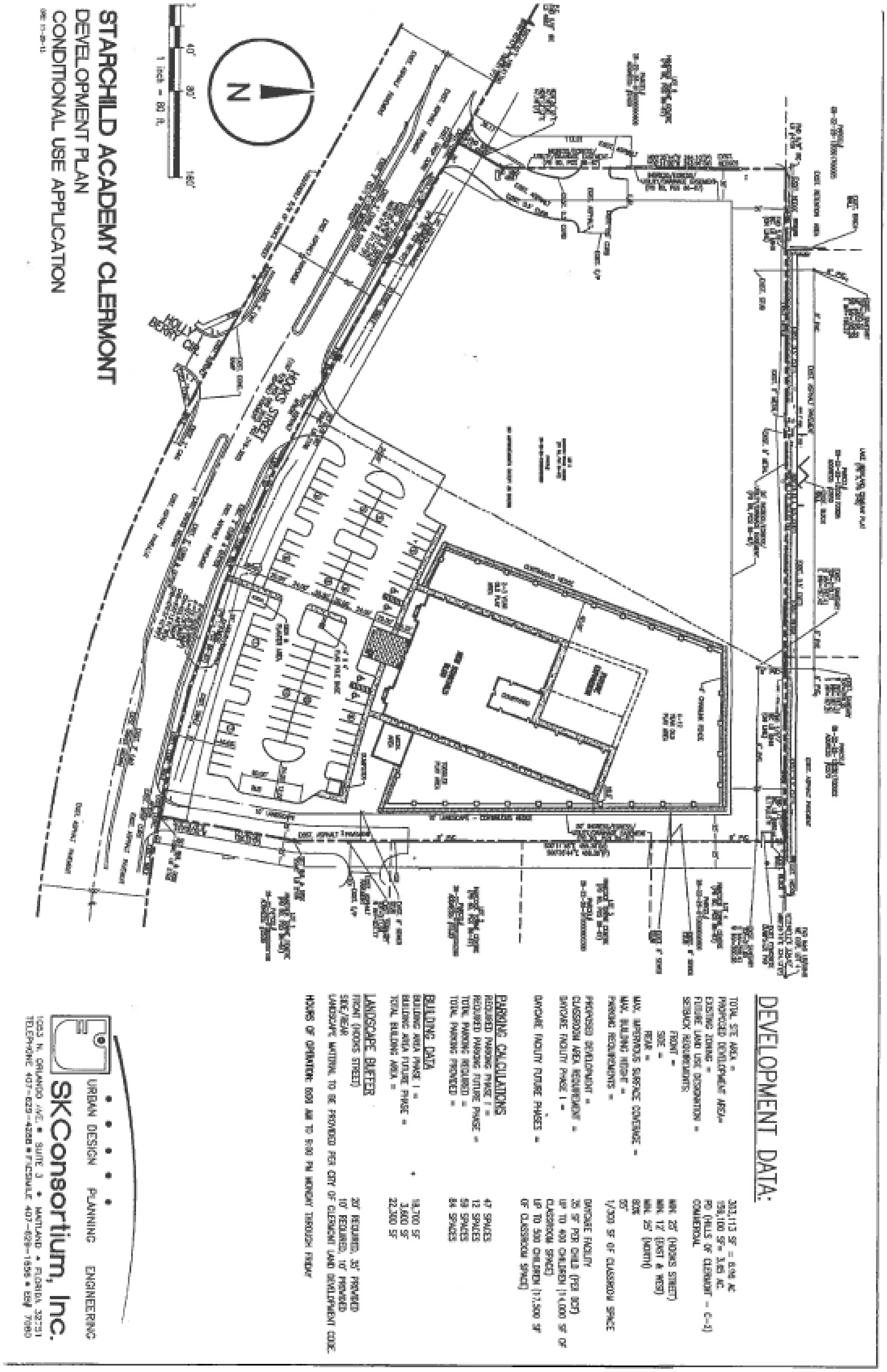
12. Should the daycare use become an infringement upon the other business within the development, the city reserves the right to reopen the Conditional Use Permit for additional review and conditions.

13. Should the daycare use cease operations for a period greater than 180 days, a new Conditional Use Permit shall be required.

Section 2 – Land Use

1. This location may be used as a daycare facility in addition to any permitted C-2 uses.

Exhibit 4


DEVELOPMENT DATA:
TOTAL SITE AREA = 303,113 SF = 6.96 AC
PROPOSED DEVELOPMENT AREA= 159,100 SF= 3.65 AC
EXISTING ZONING = PD (HILLS OF CLERMONT – C-1)
FUTURE LAND USE DESIGNATION = COMMERCIAL
SETBACK REQUIREMENTS:
FRONT = MIN. 25' (HOOKS STREET)
SIDE = MIN. 12' (EAST & WEST)
REAR = MIN. 25' (NORTH)
MAX. IMPERVIOUS SURFACE COVERAGE = 80%
MAX. BUILDING HEIGHT = 35'
PARKING REQUIREMENTS = 1/300 SF OF CLASSROOM SPACE
PROPOSED DEVELOPMENT = DAYCARE FACILITY
CLASSROOM AREA REQUIREMENT = 35 SF PER CHILD (PER DCF)
DAYCARE FACILITY PHASE I = UP TO 400 CHILDREN (14,000 SF OF CLASSROOM SPACE)
DAYCARE FACILITY FUTURE PHASES = UP TO 500 CHILDREN (17,500 SF OF CLASSROOM SPACE)
PARKING CALCULATIONS
REQUIRED PARKING PHASE I = 47 SPACES
REQUIRED PARKING FUTURE PHASE = 12 SPACES
TOTAL PARKING REQUIRED = 59 SPACES
TOTAL PARKING PROVIDED = 84 SPACES
BUILDING DATA
BUILDING AREA PHASE I = 18,700 SF
BUILDING AREA FUTURE PHASE = 3,600 SF
TOTAL BUILDING AREA = 22,300 SF
LANDSCAPE BUFFER
FRONT (HOOKS STREET) 20' REQUIRED, 30' PROVIDED
SIDE/REAR 10' REQUIRED, 10' PROVIDED
LANDSCAPE MATERIAL TO BE PROVIDED PER CITY OF CLERMONT LAND DEVELOPMENT CODE.
HOURS OF OPERATION: 6:00 AM TO 9:00 PM MONDAY THROUGH FRIDAY
HOOKS STREET
HOLLY BERRY CIR
N
0 40' 80' 160'
1 inch = 80 ft.
STARCHILD ACADEMY CLERMONT
DEVELOPMENT PLAN
CONDITIONAL USE APPLICATION
SKConsortium, Inc.
URBAN DESIGN PLANNING ENGINEERING

Matt Graham, 927 5th Street, stated that they have been in business in Minneola for 10 years and they are looking to relocate to Clermont.

Judy Sweeney, Tower Grove Townhomes, stated that she lives in one of the 10 units that back up to Bloxam Avenue. She stated that her back yard will be facing the property. She asked if the entrance for the business will be off Bloxam Avenue or from Highway 27.

Chairman Nick Jones stated that the entrance will come off of Bloxam Avenue.

Ms. Sweeney stated that it would not be to the Tower Grove Townhomes' advantage to have the entrance off Bloxam Avenue.

Mr. Henschel stated that they are proposing to share an existing driveway and a cross access road off of Highway 27. He stated that there will not be any additional curb cuts off Bloxam Avenue or Highway 27.

Chairman Nick Jones stated that with the doors opening on the north and south side of the building this might eliminate some of the noise issues.

Mr. Henschel stated in section 2, number 8 in the conditional uses, it addresses the noise levels from the business.

Commissioner Harry Mason asked what the landscape buffer in the rear is and what kind of landscape.

Mr. Henschel stated that code requires a 15' landscape buffer and includes 8 trees per 100 feet and a row of shrubs.

Commissioner Harry Mason moved to recommend approval of the Conditional Use Permit, restricted to 8 bays; seconded by Commissioner Bernadette Dubuss. The vote was unanimous to recommend approval for the Conditional Use Permit to City Council.

2. REQUEST FOR CONDITIONAL USE PERMIT

DEVELOPMENT NAME: StarChild Daycare
APPLICANT: Valery & Matthew Perry
REQUESTED ACTION: A Conditional Use Permit request to allow a daycare facility within a C-2 General Commercial Zoning District

Planner Curt Henschel presented the following staff report:

The applicant is requesting a conditional use permit to allow a kids daycare facility in the C-2, General Commercial zoning district. Childcare centers are designated as a conditional use within the C-2, General Commercial zoning district.

The applicant is proposing to construct a 23,000 square foot building (phase one 18,700 square feet) with multiple playgrounds that could handle up to 500 children from infants through fifth grade. This will be located within the Hancock Town Center shopping center (currently undeveloped) along Hooks Street just behind Office Depot. The daycare center will employ approximately 75 teachers and staff members and will operate from 6:00 am to 7:00 pm. Monday through Friday.

Cas Suvongse, 1053 N. Orlando Ave., Maitland, stated that he is representing StarChild. He stated that he hopes to build this facility and believes this is a strong market area. He stated that the staff report states that the hours of operation are from 6:00 am to 7:00 pm. He stated that once a month they do want to allow a parent's night out and would like to stay open until 11:00 pm on those nights.

Peter Zimmerman, 1550 N. Wekiva Springs Rd., Apopka, stated that he is one of the founders of the StarChild facility. He stated that these are franchises, and he currently has 6 franchises in the Orlando area. He stated that all the schools are owned by local families.

Applicant Valerie Perry, 2938 Curving Oaks Way, Orlando, stated that she has family in the area. She stated that she feels this will be a good addition to the area due to the growth.

Commissioner Harry Mason asked if the proposed fence will be chain link.

Mr. Zimmerman stated that it is a black vinyl chain link fence.

Commissioner Herb Smith asked about the existing curb cut and asphalt.

Mr. Henschel stated that the curb cuts are for shared access to another exit road.

Commissioner Bernadette Dubuss asked if this is a daycare or a school. She asked how this differs from a charter school.

Mr. Zimmerman stated that this is not a charter school. He stated that they do have programs for infants, preschool children up to pre-k, and before and after school programs. He stated that some of the schools have developed kindergarten programs and some have gone beyond that, but this school will only provide preschool and before and after school programs.

Mr. Henschel stated that it is a daycare facility that offers before and after school care for kindergarten to fifth grade, but they do provide preschool.

Chairman Nick Jones asked if transportation is provided for the students.

Mr. Zimmerman stated that they do provide transportation to and from the public schools for the before and after school students.

Commissioner Bernadette Dubuss moved to recommend approval of the Conditional Use Permit and to allow once a month for the facility to be open until 11:00 pm; seconded by Commissioner Harry Mason. The vote was unanimous to recommend approval for the Conditional Use Permit to City Council.

3. REQUEST FOR SMALL SCALE COMP PLAN AMENDMENT

DEVELOPMENT NAME: Citrus Tower Apartments and Commercial

Planner John Kruse presented the following staff report:

The applicant is requesting a 30 day postponement to allow time for their consultants to provide additional information for development of the site. Staff concurs with the postponement request from the applicant.

Commissioner Bernadette Dubuss moved to table this item to February 4, 2014; seconded by Commissioner Thomas Spencer. The vote was unanimous to table this item.

There being no further business, the meeting was adjourned at 7:44 pm.

____
Nick Jones, Chairman

ATTEST:

____
Rae Chidlow – Administrative Assistant

CITY OF CLERMONT
CONDITIONAL USE PERMIT (CUP)
APPLICATION

DATE: Nov 20, 2013 FEE: $682.50

PROJECT NAME (if applicable): StarChild Clermont

APPLICANT: Valery And Matthew Perry

CONTACT PERSON: Valery Perry

Address: 2938 Curving Oaks Way

City: Orlando State: Florida Zip: 32820

Phone: 407-574-1740 Fax: -

E-Mail: martinez.valery@gmail.com

OWNER: Centennial Bank (Contact Cornelia Wiley)

Address: 202 Marina Drive

City: Port St. Joe State: Florida Zip: 32456

Phone: 850-227-2621 Fax: 850-227-2639

Address of Subject Property: TBD

General Location: North side of Hooks Street, west of Hancock Road.

Hancock Towne Center Lot 5, PB 60, PG 86-87 / ORB 4270 PG 2227

Parcel ID# 28-22-26-0100-000-00500, Alt. Key# 3860800

Legal Description (include copy of survey): Please see survey

Land Use (City verification required): Commercial

Zoning (City verification required): PD (C-2)

CITY OF CLERMONT
CONDITIONAL USE PERMIT (CUP)
APPLICATION
Page 2

Detailed Description of request (What are you proposing to do and why is it appropriate for this location? Attach additional page is necessary.

The applicant is in the process of purchasing approximately 6.96 acres of land from Centennial Bank (the current owner) The applicant wishes to develop eastern half of the land for a Child Care facility. Child Care Facilities are permitted use in C-2 Zoning district which is the default zoning district in this Planned Development (Hancock Towne Center). The proposed Child Care facility will occupy approximately 3.65 acres. The remaining 3.31 acres will be available for future development.

The proposed Child care facility will be developed in phases. Phase I will accommodate up to 400 children with potential expansion in future phases to accommodate up to 500 children. Site location is excellent for surrounding families this facility will serve. All utilities are in place. Project entrance is already designated on Hooks Street. The site is relatively flat and suitable for building, parking, and children play areas.

Valery Perry
Applicant Name (print)

X ____________________
Applicant Name (*signature*)

Cornelia Wiley
Owner Name (print)

X ____________________
Owner Name (*signature*)

*** * * * * * NOTICE * * * * * ***

IF THIS APPLICATION IS SUBMITTED INCOMPLETE OR INACCURATE, IT WILL BE SUBJECT TO A DELAY ON PROCESSING AND WILL NOT BE SCHEDULED UNTIL CORRECTIONS ARE MADE.

City of Clermont
Planning & Zoning Department
685 W. Montrose St.
P.O. Box 120219
Clermont, FL. 34712-021 9
(352) 394-4083 Fax: (352) 394-3542

CITY OF CLERMONT
CONDITIONAL USE PERMIT (CUP)
APPLICATION
Page 2

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Valery Perry
Applicant Name (print)

X
Applicant Name (*signature*)

MERESA LANKFORD, SVP
Owner Name (print)

X [signature], SVP
Owner Name (*signature*)

****** **NOTICE** ******

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Planning & Zoning Department
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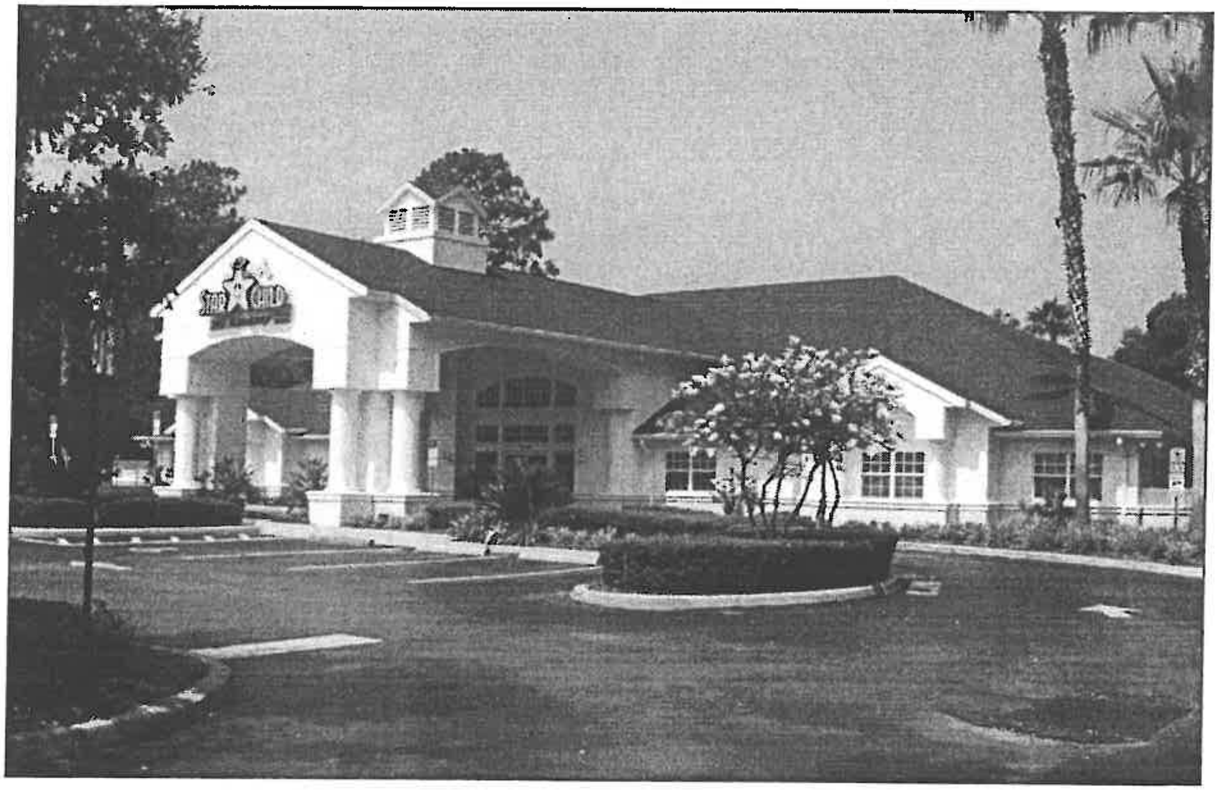
CONDITIONAL USE APPROVAL
STARCHILD ACADEMY - CLERMONT



EXISTING LOCATIONS

The founders of StarChild Academy have operated child daycare centers since 1993 and have been franchising since 2001. StarChild Academy currently has six child daycare centers in the Orlando, Florida area with a new location coming soon to Windermere:

- Apopka / Wekiva
- Hunter's Creek
- Lake Mary
- Oviedo
- Waterford Lakes
- Winter Garden

StarChild Academy's school building construction, classroom sizes, and operating procedures are designed specifically for the Florida child care marketplace. Their schools and procedures have been designed with the State of Florida's rules, regulations, and laws in mind. All of StarChild Academy's child daycare centers are licensed by the Florida Department of Children & Families and are fully-insured.

HIGHLIGHTS

StarChild Academy provides the highest quality, private children's programs for those parents who want the very best in education, safety, personal attention, and development for their children.

One look and parents can see why StarChild Academy's program is the best decision for their child's future and their own peace of mind.

StarChild Academy's convenient features include:

- Open from 6:00 a.m. to 7:00 p.m.
- Full-day programs for infants through Pre-K children.
- Before-school, after-school, and summer programs for school-age children.
- Part-time programs (ages, hours, and days vary by location).
- Private Kindergarten through Fifth Grade programs available at select locations.
- Structured programs based on traditional values and proven curricula.
- Hot meals and snacks served daily in StarChild Academy's dining room.

State-of-the-art learning environment:

- Extensive safety features throughout each center.
- Video cameras in all classrooms. Parents can watch their children via StarChild Academy's Internet camera system.
- Bright, open environment with floor-to-ceiling tempered glass walls dividing all classrooms.
- Telephones in each classroom allow parents to talk directly to their children's teachers.
- Separate outdoor playgrounds for each age group with safe, age-appropriate equipment.
- Computers for the children.

Safety and security features include:

- A secure single entry point to the school that is always staffed.
- State-of-the-art biometric ID check-in systems.
- Cameras throughout the facility.
- Six-foot high security fencing around the playgrounds on the sides and back of the building.
- Fire alarm and sprinkler systems.

StarChild Academy accepts children without regard to race, religion, or national origin.

CURRICULUM

StarChild Academy's educational philosophy is to provide children with the skills necessary to excel in school and life. Their philosophy is based on traditional values and proven curricula that recognize the importance of each individual child's interests and talents.

StarChild Academy offers specially designed, customized curricula for each age group. Their programs feature nationally-recognized curricula taught by well-trained, caring teachers.

- Infants (6 Weeks to 12 Months) have individually tailored curriculum programs.
- Toddlers (Younger 1's) use the HighReach Learning Cuddle Bugs curriculum.
- Preschoolers (Older 1's to 3 Years Old) use the A Beka and McGraw Hill Open Court phonics reading and the Saxon math curricula.
- Pre-K Students (Ages 4 to 5) use the McGraw Hill SRA Open Court phonics reading and the Saxon math curricula.
- Part-Time Students use the same strong curricula as the students above. Ages, hours, and days vary by location.
- Private Elementary School Students use the SRA Open Court Reading curriculum and the Saxon and Singapore math programs. Kindergarten through Fifth Grade is available at select locations.

StarChild Academy is committed to a partnership with parents in building a solid academic and social foundation for their children.

STATE-OF-THE-ART FACILITY

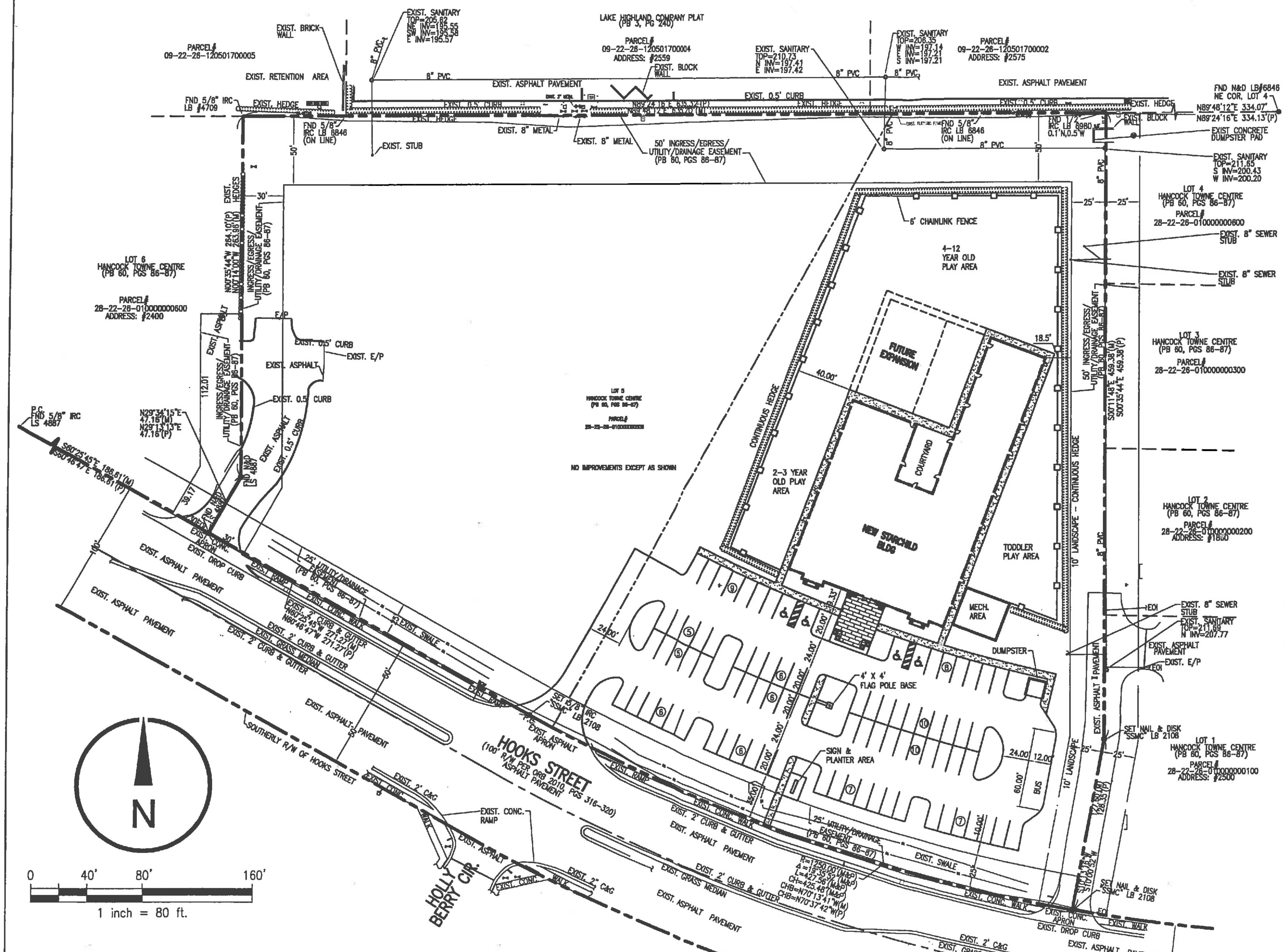
StarChild Academy offers larger schools than other child care franchises. Their base school building is over 15,000 square feet with additional square footage available if the franchisee has sufficient land. This allows franchisees to operate a much larger business than is typical in the child care industry ... all in one location. Not only are StarChild Academy's schools larger, but they are designed with an eye to detail and upscale quality.

StarChild Academy schools are freestanding structures adjacent to well-traveled roads and convenient to residential neighborhoods. Their schools have 12 or more large classrooms. The classrooms accommodate 12 to 30 children each, depending upon the children's ages.
Each StarChild Academy school has a reception area, a large dining/multi-purpose room, a complete kitchen facility, storage areas, and age-appropriate fenced playgrounds.

StarChild Academy provides plenty of convenient parking for their customers and staff. The children arrive at the school between 6:00 a.m. and 10:00 p.m. and leave between 3:00 p.m. and 7:00 p.m. The traffic flow for arrival and pick up is spread out over both of these four hour periods with vehicles arriving and departing every few minutes. StarChild Academy also buses children to and from several local elementary schools as part of their before-school and after-school programs.

StarChild Academy's largest facility is in Apopka. This facility is 32,000 square feet, has 27 classrooms, and has capacity for 662 children.

Upon completion, the StarChild Academy in Clermont will be 23,000 square feet and will be able to accommodate up to 500 children based on the Department of Children & Families' rule requiring 35 square feet of classroom space per child. There will be approximately 75 teachers and other staff members working various full-time and part-time shifts between 6:00 a.m. and 7:00 p.m. Teacher-to-student ratios will range from 1-to-4 for infants to 1-to-25 for 5-year-olds and above.



DEVELOPMENT DATA:

TOTAL STE AREA =	303,113 SF = 6.96 AC
PROPOSED DEVELOPMENT AREA=	159,100 SF= 3.65 AC.
EXISTING ZONING =	PD (HILLS OF CLERMONT – C-2)
FUTURE LAND USE DESIGNATION =	COMMERCIAL
SETBACK REQUIREMENTS:	
FRONT =	MIN. 25' (HOOKS STREET)
SIDE =	MIN. 12' (EAST & WEST)
REAR =	MIN. 25' (NORTH)
MAX. IMPERVIOUS SURFACE COVERAGE =	80%
MAX. BUILDING HEIGHT =	55'
PARKING REQUIREMENTS =	1/300 SF OF CLASSROOM SPACE
PROPOSED DEVELOPMENT =	DAYCARE FACILITY
CLASSROOM AREA REQUIREMENT =	35 SF PER CHILD (PER DCF)
DAYCARE FACILITY PHASE I =	UP TO 400 CHILDREN (14,000 SF OF CLASSROOM SPACE)
DAYCARE FACILITY FUTURE PHASES =	UP TO 500 CHILDREN (17,500 SF OF CLASSROOM SPACE)

PARKING CALCULATIONS

REQUIRED PARKING PHASE I =	47 SPACES
REQUIRED PARKING FUTURE PHASE =	12 SPACES
TOTAL PARKING REQUIRED =	59 SPACES
TOTAL PARKING PROVIDED =	84 SPACES

BUILDING DATA

BUILDING AREA PHASE I =	18,700 SF
BUILDING AREA FUTURE PHASE =	3,600 SF
TOTAL BUILDING AREA =	22,300 SF

LANDSCAPE BUFFER

FRONT (HOOKS STREET)	20' REQUIRED, 35' PROVIDED
SIDE/REAR	10' REQUIRED, 10' PROVIDED

LANDSCAPE MATERIAL TO BE PROVIDED PER CITY OF CLERMONT LAND DEVELOPMENT CODE.

HOURS OF OPERATION: 6:00 AM TO 9:00 PM MONDAY THROUGH FRIDAY

STARCHILD ACADEMY CLERMONT

DEVELOPMENT PLAN

CONDITIONAL USE APPLICATION

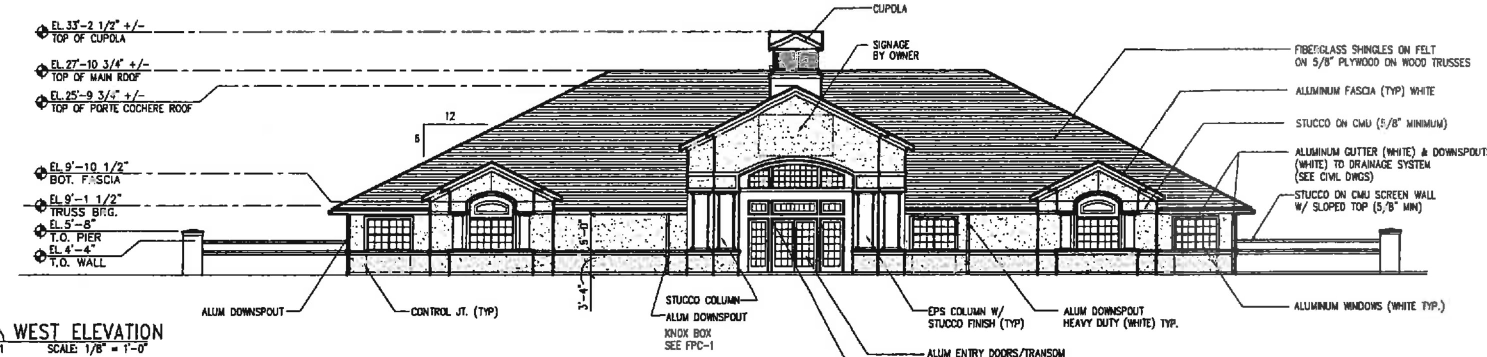
DRC: 11-20-13

URBAN DESIGN PLANNING ENGINEERING

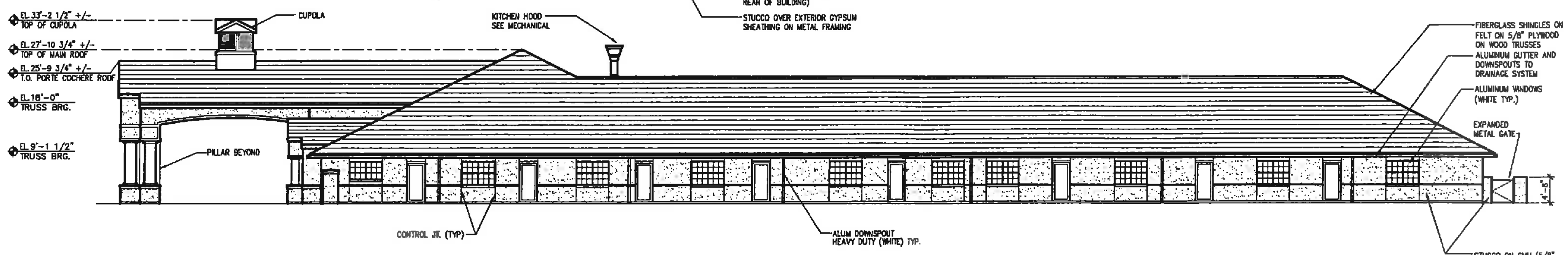
SKConsortium, Inc.

1053 N. ORLANDO AVE. ■ SUITE 3 • MAITLAND ▲ FLORIDA 32751

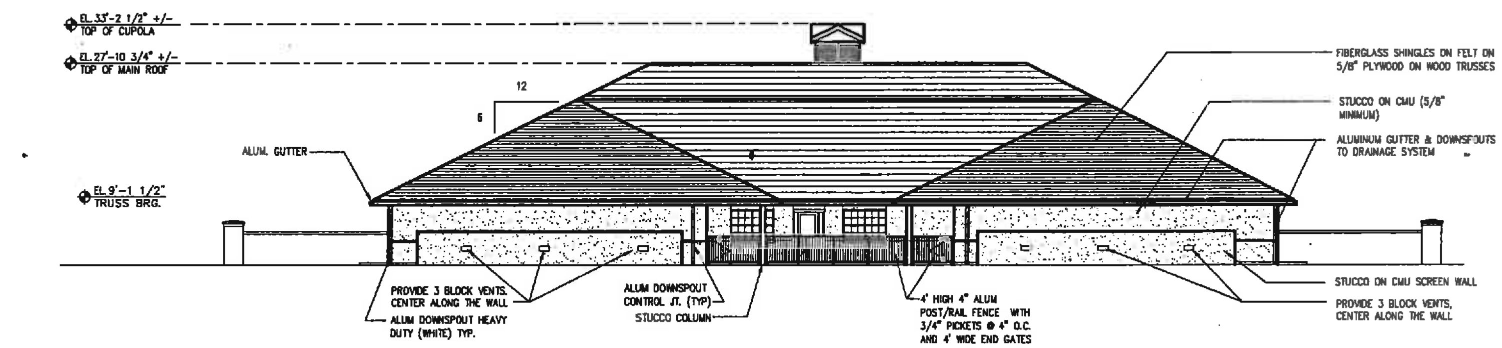
TELEPHONE 407-629-4288 ■ FACSIMILE 407-629-1656 • EB# 7080



E1 A2.1 3.1 WEST ELEVATION SCALE: 1/8" = 1'-0"

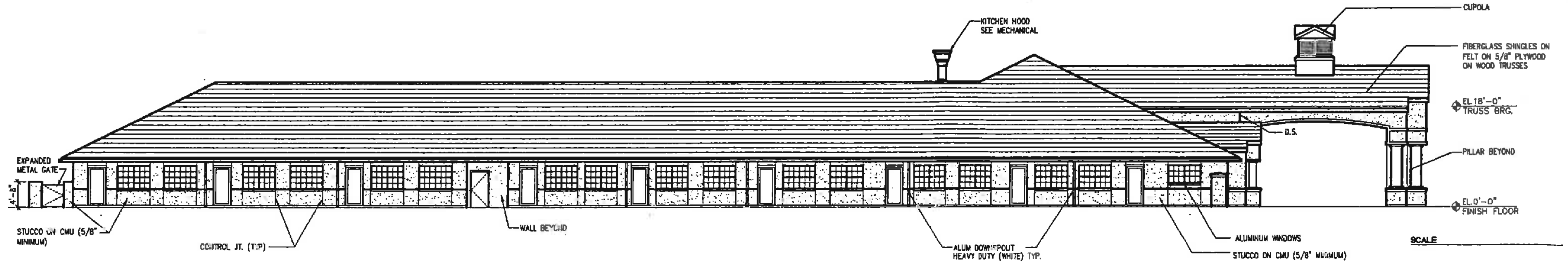


E1 A2.1 3.1 SOUTH ELEVATION SCALE: 1/8" = 1'-0"



E1 A2.1 3.1 EAST ELEVATION SCALE: 1/8" = 1'-0"

NOTES:
PRELIMINARY ARCHITECTURAL ELEVATIONS ARE PROVIDED TO ILLUSTRATE APPEARANCE OF PROPOSED BUILDING. THEY ARE GRAPHIC DEPICTIONS OF POTENTIAL BUILDING STYLE, MASS, SCALE, MATERIAL AND COLOR SCHEME. FINAL DESIGN MAY BE SLIGHTLY DIFFERENT FROM THERE DEPICTION.



A1 A2.1 A3.1 NORTH ELEVATION SCALE: 1/8" = 1'-0"

NOTE: ALL DOWNSPOUTS HEAVY DUTY (WHITE)

SCALE
0 4' 8' 20'
1/8" = 1'-0"

Xref P:\0843 - Star Child (Lake Mary)\0843- Dwgs\Revision 1\0843-BRD.dwg

URBAN DESIGN • PLANNING • ENGINEERING
SKConsortium, Inc.
1053 N. ORLANDO AVE. ■ SUITE 3 ■ MAITLAND ■ FLORIDA 32751
TELEPHONE 407-629-4288 ■ FACSIMILE 407-629-1656 ■ EB# 7080

Seal

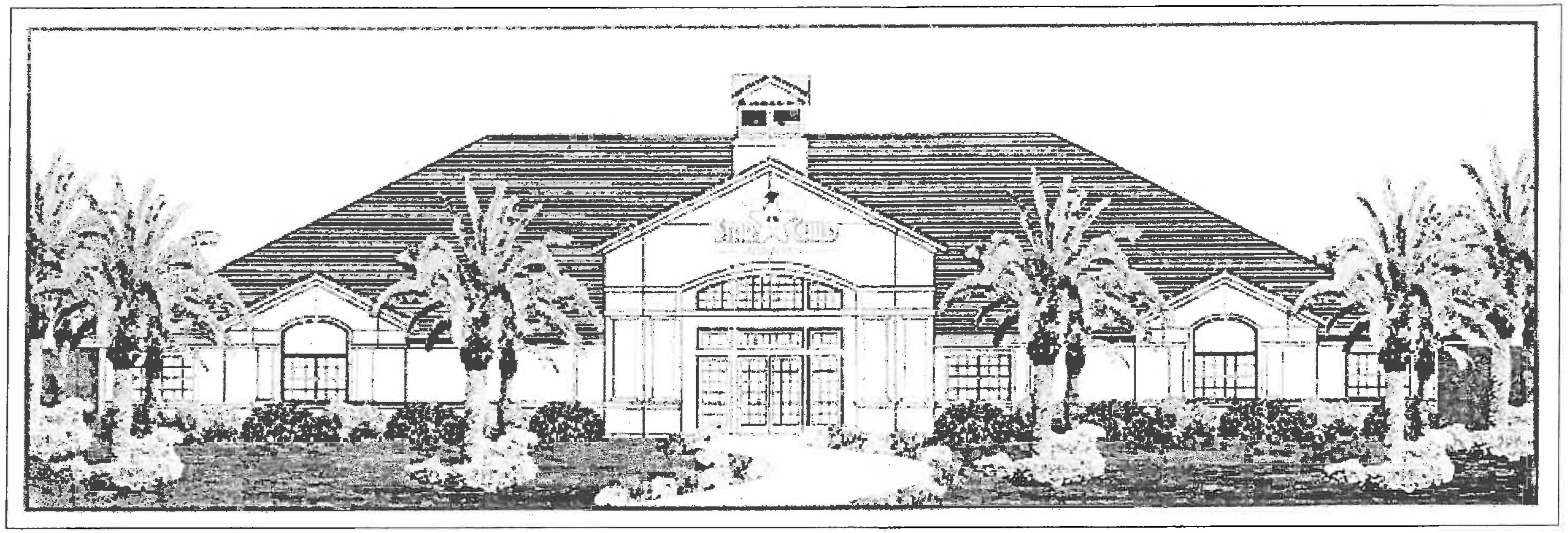
EXTERIOR ELEVATIONS
STARCHILD ACADEMY
CLERMONT

Issue Date and Purpose

Project Number: 1347

Drawn by: NAME
Checked: M. VALAGHCHI
File No:

A3.1



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TELEPHONE 407-629-4288 ■ FACSIMILE 407-629-1656 ● EB# 7080

Seal

EXTERIOR ELEVATIONS
STARCHILD ACADEMY
CLERMONT

Issue Date and Purpose

Project Number: 1347

Drawn By: NAME
Checked: M. KALAGHCHI
File No: BORDERS_2436X48

A3.2

LEGAL NOTICE

Notice is hereby given that the City of Clermont will consider a request for a Conditional Use Permit to allow a daycare facility in the C-2 General Commercial zoning district at the following location:

LOCATION
Vacant property north of Hooks Street;
east side of Lot 5 of Hancock Towne Centre

A complete legal description may be obtained in the Planning & Zoning Department located at 685 W. Montrose Street, Clermont, FL 34711.

This request will be considered by the Planning & Zoning Commission on Tuesday, January 7, 2014 at 7:00pm.

A public meeting to consider the request will be held before the City Council on Tuesday, January 28, 2014 at 7:00pm.

All meetings will be held in City Hall located at 685 West Montrose Street.

All interested parties will be given an opportunity to express their views on this matter.

Please be advised that, under State law, if you should decide to appeal a decision made with respect to this matter, you will need a record of the proceedings, and may need to ensure that a verbatim record is made.

Tracy Ackroyd, MMC
City Clerk

Daily Commercial
December 31, 2013 and January 21, 2014

CITY OF CLERMONT

AGENDA ITEM

Council Meeting Date	
Tuesday, January 28, 2014	
Agenda Item Name	
Ordinance No. 2014-08; *Introduction*	
Requested Action	
Move to introduce Ordinance No. 2014-08	
Staff Report	
In 2000 Lake County began providing emergency and ambulance services in Lake County and created a municipal service taxing unit to fund the services. The City of Clermont may be included within the service boundary by adopting an ordinance. The term of the ordinance is for three years. Staff recommends approval.	
Legal Impact	
Additional Analysis	
Fiscal Impact Summary	
No fiscal impact.	

Fiscal Impact	Fund Number and Description	Available Budget Amount

Exhibits Attached (copies of original agreements)	
1. Ordinance 2014-08	2014-08 MSTU.docx

CITY OF CLERMONT
ORDINANCE NO. 2014-08

AN ORDINANCE OF THE CODE OF ORDINANCES OF THE CITY OF CLERMONT, LAKE COUNTY, FLORIDA, ADOPTED PURSUANT TO SECTION 125.01(l)(q), FLORIDA STATUTES (1999), CONSENTING TO THE INCLUSION OF THE CITY OF CLERMONT, FLORIDA, WITHIN THE COUNTY-WIDE MUNICIPAL SERVICE TAXING UNIT FOR THE PROVISION OF AMBULANCE AND EMERGENCY MEDICAL SERVICES, AS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF LAKE COUNTY, FLORIDA; PROVIDING FOR THE CITY TO BE INCLUDED WITHIN SAID MUNICIPAL SERVICE TAXING UNIT FOR A SPECIFIED TERM OF YEARS; PROVIDING FOR SEVERABILITY, EFFECTIVE DATE AND PUBLICATION.

WHEREAS, Lake County has taken action to create a non-profit corporation to provide ambulance services in Lake County effective September 30, 2000; and

WHEREAS, Lake County has determined that the best mechanism to secure the necessary funding to provide said ambulance services is to create a countywide municipal service taxing unit authorizing the County to levy ad valorem taxes therein for the provision of ambulance and emergency medical services, and has enacted an emergency ordinance creating that municipal service taxing unit; and

WHEREAS, Section 125.01(l)(q), Florida Statutes, provides that the boundaries of a municipal service taxing unit may include all or part of the boundaries of a municipality if the affected municipal consents, by ordinance, to be included therein; and

WHEREAS, the City Council of the City of Clermont has determined that it is in the best interest of and serves the health, safety and general welfare of the residents of Clermont to include the City of Clermont within the Lake County municipal service taxing unit for ambulance and emergency services; and

WHEREAS, Lake County's emergency ordinance expressed its intent to include the City of Clermont within the boundaries of the "Lake County Municipal Service Taxing Unit for Ambulance and Emergency Medical Services," subject to the adoption of an approving ordinance by the City Council of the City of Clermont;

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Clermont, Lake County, Florida:

<u>SECTION 1</u>.

The City Council of the City of Clermont consents to the inclusion of the City of Clermont within the boundaries of the "Lake County Municipal Service Taxing Unit for Ambulance and Emergency Medical Services."

SECTION 2.

This consent shall be for a term of three (3) years.

SECTION 3.

All Ordinances or parts of this Ordinance in conflict herewith are hereby repealed.

SECTION 4.

Should any section or part of this section be declared invalid by any court of competent jurisdiction, such adjudications shall not apply to or affect any other provision of this Ordinance, except to the extent that the entire section or part of the section may be inseparable in meaning and effect from the section to which such holding shall apply.

SECTION 5.

This Ordinance shall take effect immediately upon final adoption by the City Council of the City of Clermont, Florida.

CITY OF CLERMONT
ORDINANCE NO. 2014-08

PASSED AND ADOPTED BY the City Council of the City of Clermont, Lake County, Florida on this 11th day of February, 2014.

CITY OF CLERMONT

____
Harold S. Turville, Jr., Mayor

ATTEST:

____
Tracy Ackroyd, City Clerk

Approved as to form and legality:

____
Daniel F. Mantzaris, City Attorney