

**A RESOLUTION AUTHORIZING THE TRANSMITTAL OF A DRAFT CAPITAL IMPROVEMENTS
ELEMENT 2017 ANNUAL UPDATE TO THE ATLANTA REGIONAL COMMISSION FOR REGIONAL
AND STATE REVIEW**

WHEREAS, on October 17, 2016, the City of Milton adopted the Capital Improvements Element 2016 Annual Update as an amendment to the *Milton Comprehensive Plan*; and

WHEREAS, the City of Milton has drafted a Capital Improvements Element 2017 Annual Update ("2017 CIE Update"), which incorporates an impact fee financial report for FY 2016 (as applicable); and

WHEREAS, the 2017 CIE Update was prepared in accordance with the "Development Impact Fee Compliance Requirements" and the "Minimum Planning Standards and Procedures for Local Comprehensive Planning" adopted by the Department of Community Affairs pursuant to the Georgia Planning Act of 1989, and

WHEREAS, a duly advertised Public Hearing with respect to the 2017 CIE Update was held on August 21, 2017, at 6:00 p.m. in the City of Milton City Hall, 2006 Heritage Walk;

BE IT THEREFORE RESOLVED that the City Council does hereby authorize the transmittal of the draft Capital Improvements Element 2017 Annual Update (attached hereto as Exhibit "A") to the Atlanta Regional Commission for Regional and State review, as per the requirements of the Development Impact Fee Compliance Requirements adopted pursuant to the Georgia Planning Act of 1989.

RESOLVED this 21th day of August, 2017.



Joe Lockwood, Mayor

Attest:



Sudie AM Gordon, City Clerk





Capital Improvements Element

2017 Annual Update

Fiscal Year 2016 (10/1/15—9/30/16)

Financial Report & Community Work Program

City of Milton, Georgia

Draft: August 21, 2017

This Capital Improvements Element Annual Update has been prepared based on the rules and regulations pertaining to impact fees in Georgia, as specified by the *Development Impact Fee Act* (DIFA) and the Department of Community Affairs (DCA) documents *Development Impact Fee Compliance Requirements* and *Standards and Procedures for Local Comprehensive Planning*. These three documents dictate the essential elements of an Annual Update, specifically the inclusion of a financial report and a schedule of improvements.

According to DCA's Compliance Requirements, the Annual Update:

"must include: 1) the Annual Report on impact fees required under O.C.G.A. 36-71-8; and 2) a new fifth year schedule of improvements, and any changes to or revisions of previously listed CIE projects, including alterations in project costs, proposed changes in funding sources, construction schedules, or project scope." (Chapter 110-12-2-.03(2)(c))

This Annual Update itself is based on the City of Milton's *Capital Improvements Element*, as adopted by the City October 5, 2015.

Financial Report

The Financial Report included in this document is based on the requirements of DIFA, specifically:

"As part of its annual audit process, a municipality or county shall prepare an annual report describing the amount of any development impact fees collected, encumbered, and used during the preceding year by category of public facility and service area." (O.C.G.A. 36-71-8(c))

The required financial information for each public facility category appears in the main financial table (page 2); each of the public facility categories has a single, city-wide service area. The status of all impact fee projects, by public facility category, is shown on the tables on pages 3, 4, 5 and 6.

The City's fiscal year runs from October 1 to September 30.

Schedule of Improvements

In addition to the financial report, the City has prepared a five-year schedule of improvements—a community work program (CWP)—as specified in

DCA's Compliance Requirements (Chapter 110-12-2-.03(2)(c)), which states that local governments that have a CIE must "update their entire Short Term [i.e., Community] Work Programs annually."¹

According to DCA's requirements,² the CWP must include:

- A brief description of the activity;
- Legal authorization, if applicable;
- Timeframe for undertaking the activity;
- Responsible party for implementing the activity;
- Estimated cost (if any) of implementing the activity; and,
- Funding source(s), if applicable.

All of this information appears in the Community Work Program portion of this document, beginning on page 7.

¹ Note that DCA's Compliance Requirements specify that the work program is to meet the requirements of Chapter 110-12-1-.04(7)(a), which is a reference to the work program requirements in a previous version of the *Standards and Procedures for Local Comprehensive Planning*. The correct current description is found at Chapter 110-12-1-.04(2)(b)1.

² Chapter 110-12-1-.03(3).

City of Milton

Annual Impact Fee Financial Report - Fiscal Year 2016

Public Facility	Parks & Recreation	Fire Protection	Law Enforcement	Roads	Administration	TOTAL
Impact Fee Fund Balance October 1, 2015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Impact Fees Collected (October 1, 2015 through September 30, 2016)	\$ 671,230.80	\$ 90,232.62	\$ 15,746.76	\$ 112,607.76	\$ 26,694.68	\$ 916,512.62
Subtotal: Fee Accounts	\$ 671,230.80	\$ 90,232.62	\$ 15,746.76	\$ 112,607.76	\$ 26,694.68	\$ 916,512.62
Accrued Interest	163.35	\$ 19.05	\$ 3.32	\$ 23.77	\$ 6.28	\$ 215.77
(Impact Fee Refunds)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
(Expenditures)	\$ -	\$ (8,110.00)	\$ -	\$ (96,536.08)	\$ (26,700.96)	\$ (131,347.04)
Impact Fee Fund Balance September 30, 2016	\$ 671,394.15	\$ 82,141.67	\$ 15,750.08	\$ 16,095.45	\$ -	\$ 785,381.35
Impact Fees Encumbered	\$ 671,394.15	\$ 82,141.67	\$ 15,750.08	\$ 16,095.45	\$ -	\$ 785,381.35

Note: Impact Fee collections initiated October 5, 2015 (FY 2016)

Public Facility: Parks and Recreation Responsible Party: Parks and Recreation Department Service Area: City-wide										
Project Description	Project Start Date	Project End Date	Local Cost of Project*	Maximum % of Funding from Impact Fees	Max Funding from Impact Fees*	FY 2016 Impact Fees Expended	Impact Fees Expended (Previous Years)	Total Impact Fees Expended to Date	Impact Fees Encumbered	Status/Remarks
Park Land (455 acres)	2017	2035	\$ 68,665,646.59	67.39%	\$ 46,275,786.85	\$ -		\$ -	\$ 649,949.15	
Conservation Easements (2747 ac)	2017	2035	\$ 37,687,219.02	41.44%	\$ 15,616,326.67	\$ -		\$ -		
Land for Trails (110 acres)	2017	2035	\$ 22,637,026.35	41.39%	\$ 9,369,796.00	\$ -		\$ -		
Baseball Fields (8)	2022	2035	\$ 2,416,978.76	63.80%	\$ 1,541,931.23	\$ -		\$ -		
Football/Soccer/Lacrosse (2)	2022	2035	\$ 277,625.94	89.85%	\$ 249,433.52	\$ -		\$ -		
Basketball Courts (11)	2022	2035	\$ 898,201.57	42.18%	\$ 378,852.88	\$ -		\$ -		
Playgrounds (Structured) (34)	2020	2035	\$ 1,665,755.63	42.89%	\$ 714,408.29	\$ -		\$ -		
Picnic Shelters / Pavilions (34)	2020	2035	\$ 4,997,266.90	42.89%	\$ 2,143,224.88	\$ -		\$ -	\$ 21,445.00	Broadwell PK
Community Centers (4)	2018	2035	\$ 2,605,646.33	42.53%	\$ 1,108,195.49	\$ -		\$ -		
Multi-Use Trails (90.76 miles)	2020	2035	\$ 62,195,885.85	42.48%	\$ 26,419,298.43	\$ -		\$ -		
			\$ 204,047,252.94		\$ 103,817,254.24	\$ -	\$ -	\$ -	\$ 671,394.15	

* All costs are Net Present Value per CIE adopted October 5, 2015. Maximum funding based on percent impact fee eligible.

When impact fees are initially calculated for proposed projects, they are based on estimated costs, and the percentage of the estimate that is impact fee eligible is calculated based on the Level of Service standards in the Capital improvements Element, which yielded the proportion of the project that is required to meet the needs of future growth and development. When a project is completed, the actual cost is then known and, based on the percent eligible for impact fee funding, the actual amount of impact fee collections that can be expended on the project is revised accordingly so that the proportional share of the project attributable to new growth and development is not exceeded.

NOTE: For projects that are not 100% impact fee funded, funding may be provided from the General Fund, the Capital Projects Fund or other local taxation sources, as determined during the annual budget adoption process.

Public Facility: Fire Protection Responsible Party: Fire Department / Administration Service Area: City-wide										
Project Description	Project Start Date	Project End Date	Local Cost of Project*	Maximum % of Funding from Impact Fees	Max Funding from Impact Fees*	FY2016 Impact Fees Expended	Impact Fees Expended (Previous Years)	Total Impact Fees Expended to Date	Impact Fees Encumbered	Status/Remarks
Facilities										
Emergency Warning Sirens	2014	2014	\$ 216,329.00	41.44%	\$ 89,646.74	\$ -		\$ -	\$ -	Completed
Storage Facility	2017	2018	\$ 267,096.40	100.00%	\$ 267,096.40	\$ -		\$ -	\$ 40,251.67	
Fire Station 42 Replacement	2020	2022	\$ 1,389,243.43	40.00%	\$ 555,697.37	\$ -		\$ -		
Training Facility	2017	2017	\$ 430,176.66	100.00%	\$ 430,176.66	\$ 8,110.00		\$ 8,110.00	\$ 41,890.00	Underway
Westside Fire Station **	2024	2026	\$ 1,501,562.50	66.67%	\$ 1,001,091.72	\$ -		\$ -		
Hwy 9 Fire Station **	2017	2019	\$ 1,428,686.06	100.00%	\$ 1,428,686.06	\$ -		\$ -		
Vehicles										
General Vehicle	2015	2015	\$ 38,609.80	100.00%	\$ 38,609.80	\$ -		\$ -		Completed
Heavy Vehicle	2016	2016	\$ 453,066.46	100.00%	\$ 453,066.46	\$ -		\$ -		Completed
General Vehicle	2020	2020	\$ 39,442.62	100.00%	\$ 39,442.62	\$ -		\$ -		
Heavy Vehicle	2018	2018	\$ 462,839.28	100.00%	\$ 462,839.28	\$ -		\$ -		
General Vehicle	2022	2022	\$ 40,725.67	100.00%	\$ 40,725.67	\$ -		\$ -		
Heavy Vehicle	2021	2021	\$ 477,895.17	100.00%	\$ 477,895.17	\$ -		\$ -		
General Vehicle	2024	2024	\$ 42,050.45	100.00%	\$ 42,050.45	\$ -		\$ -		
Heavy Vehicle	2024	2024	\$ 493,440.83	100.00%	\$ 493,440.83	\$ -		\$ -		
Heavy Vehicle	2027	2027	\$ 509,492.17	100.00%	\$ 509,492.17	\$ -		\$ -		
General Vehicle	2029	2029	\$ 43,884.11	100.00%	\$ 43,884.11	\$ -		\$ -		
Heavy Vehicle	2030	2030	\$ 526,065.66	94.36%	\$ 496,408.38	\$ -		\$ -		
General Vehicle	2033	2033	\$ 45,797.72	94.36%	\$ 43,215.84	\$ -		\$ -		
Heavy Vehicle	2033	2033	\$ 543,178.27	0.00%	\$ -	\$ -		\$ -		
General Vehicle	2034	2034	\$ 47,287.49	0.00%	\$ -	\$ -		\$ -		
			\$ 8,996,869.75		\$ 6,913,465.73	\$ 8,110.00	\$ -	\$ 8,110.00	\$ 82,141.67	

* All costs are Net Present Value per CIE adopted October 5, 2015. Maximum funding based on percent impact fee eligible.

When impact fees are initially calculated for proposed projects, they are based on estimated costs, and the percentage of the estimate that is impact fee eligible is calculated based on the Level of Service standards in the Capital Improvements Element, which yielded the proportion of the project that is required to meet the needs of future growth and development. When a project is completed, the actual cost is then known and, based on the percent eligible for impact fee funding, the actual amount of impact fee collections that can be expended on the project is revised accordingly so that the proportional share of the project attributable to new growth and development is not exceeded.

** Percent impact fee eligible revised due to change in anticipated year of expenditure.

NOTE: For projects that are not 100% impact fee funded, funding may be provided from the General Fund, the Capital Projects Fund or other local taxation sources, as determined during the annual budget adoption process.

NOTE: For projects that are not eligible for impact fee funding, the cells in the "FY2016 Impact Fees Expended" column are shaded out, indicated that no impact fees may be expended on those projects.

Public Facility: Law Enforcement Responsible Party: Police Department / Administration Service Area: City-wide										
Project Description	Project Start Date	Project End Date	Local Cost of Project*	Maximum % of Funding from Impact Fees	Max Funding from Impact Fees*	FY 2016 Impact Fees Expended	Impact Fees Expended (Previous Years)	Total Impact Fees Expended to Date	Impact Fees Encumbered	Status/Remarks
Law Enforcement Center, Phase 1	2016	2017	\$ 30,947.62	41.44%	\$ 12,825.42	\$ -	-	\$ -	\$ 12,825.42	
Law Enforcement Center, Phase 2	2018	2018	\$ 1,729,358.54	41.44%	\$ 716,686.51	\$ -	-	\$ -	\$ 2,924.66	
Law Enforcement Center, Phase 3	2019	2019	\$ 2,738,978.49	41.44%	\$ 1,135,096.56	\$ -	-	\$ -		
			\$ 4,499,284.65		\$ 1,864,608.49	\$ -	\$ -	\$ -	\$ 15,750.08	

* All costs are Net Present Value per CIE adopted October 5, 2015. Maximum funding based on percent impact fee eligible.

When impact fees are initially calculated for proposed projects, they are based on estimated costs, and the percentage of the estimate that is impact fee eligible is calculated based on the Level of Service standards in the Capital improvements Element, which yielded the proportion of the project that is required to meet the needs of future growth and development. When a project is completed, the actual cost is then known and, based on the percent eligible for impact fee funding, the actual amount of impact fee collections that can be expended on the project is revised accordingly so that the proportional share of the project attributable to new growth and development is not exceeded.

NOTE: For projects that are not 100% impact fee funded, funding may be provided from the General Fund, the Capital Projects Fund or other local taxation sources, as determined during the annual budget adoption process.

Public Facility: Roads Responsible Party: Public Works Service Area: City-wide										
Project Description	Project Start Date	Project End Date	Local Cost of Project*	Maximum % of Funding from Impact Fees	Max Funding from Impact Fees*	FY 2016 Impact Fees Expended	Impact Fees Expended (Previous Years)	Total Impact Fees Expended to Date	Impact Fees Encumbered	Status/Remarks
Intersection-Hopewell/Francis/Cogburn	2014	2014	\$ 992,103.00	40.1%	\$ 397,918.39	\$ -		\$ -		
Intersection-Deerfield Pkwy @ Morris Rd	2014	2014	\$ 85,206.00	40.1%	\$ 34,174.91	\$ -		\$ -		
Intersection-Bethany @ Cogburn	2014	2014	\$ 446,923.00	40.1%	\$ 179,254.45	\$ -		\$ -		
Intersection-Arnold Mill @ New Providence	2014	2014	\$ 313,300.00	40.1%	\$ 125,660.17	\$ -		\$ -		
Intersection-Birmingham @ Providence	2014	2014	\$ 852,581.00	40.1%	\$ 341,958.10	\$ -		\$ -		
Intersection-Hopewell @ Birmingham	2015	2015	\$ 693,135.00	40.1%	\$ 278,006.58	\$ 96,000.00		\$ 96,000.00		
Intersection-Crabapple @ Birmingham	2014	2018	\$ 1,353,263.94	40.1%	\$ 542,774.90	\$ -		\$ -		
Transportation Master Plan Update	2015	2016	\$ 231,044.84	40.1%	\$ 92,668.80	\$ -		\$ -		
McGinnis Ferry Interchange	2015	2015	\$ 51,343.30	40.1%	\$ 20,593.07	\$ -		\$ -		
Crabapple NE Connector Rd	2017	2019	\$ 2,581,434.50	40.1%	\$ 1,035,376.64	\$ -		\$ -		
Bridge Replacement Program	2014	2021	\$ 2,445,358.07	40.1%	\$ 980,798.32	\$ -		\$ -		
Intersection-Freemanville @ Providence/B'ham	2015	2019	\$ 2,409,375.80	40.1%	\$ 966,366.34	\$ 546.08		\$ 546.08	\$16,095.45	
Intersection-SR9 @ Bethany Bend	2014	2018	\$ 173,168.05	40.1%	\$ 69,455.24	\$ -		\$ -		
Intersection-Webb Rd Turn Lanes	2015	2015	\$ 189,970.20	40.1%	\$ 76,194.34	\$ -		\$ -		
Intersection-Bethany @ Providence	2016	2022	\$ 1,794,032.06	40.1%	\$ 719,560.72	\$ -		\$ -		
Intersection-Hopewell @ Bethany Bnd/ Way	2025	2025	\$ 3,346,503.60	40.1%	\$ 1,342,234.96	\$ -		\$ -		
Intersection-Hopewell @ Redd Road	2015	2017	\$ 123,223.91	40.1%	\$ 49,423.36	\$ -		\$ -		
Intersection-Hopewell @ Hamby	2020	2022	\$ 1,412,239.23	40.1%	\$ 566,429.05	\$ -		\$ -		
Intersection-Hopewell @ Thompson	2021	2021	\$ 1,439,668.46	40.1%	\$ 577,430.53	\$ -		\$ -		
Crabapple SE Connector	2021	2025	\$ 180,587.44	40.1%	\$ 72,431.05	\$ -		\$ -		
Hopewell/Hamby Road Widening	2030	2030	\$ 7,991,049.35	40.1%	\$ 3,205,096.16	\$ -		\$ -		
Morris Road Widening	2024	2024	\$ 9,125,056.76	40.1%	\$ 3,659,930.39	\$ -		\$ -		
			\$ 38,230,567.52		\$ 15,333,736.48	\$ 96,546.08	\$ -	\$ 96,546.08	\$ 16,095.45	

* All costs are Net Present Value per CIE adopted October 5, 2015. Maximum funding based on percent impact fee eligible.

When impact fees are initially calculated for proposed projects, they are based on estimated costs, and the percentage of the estimate that is impact fee eligible is calculated based on the Level of Service standards in the Capital improvements Element, which yielded the proportion of the project that is required to meet the needs of future growth and development. When a project is completed, the actual cost is then known and, based on the percent eligible for impact fee funding, the actual amount of impact fee collections that can be expended on the project is revised accordingly so that the proportional share of the project attributable to new growth and development is not exceeded.

NOTE: For projects that are not 100% impact fee funded, funding may be provided from the General Fund, the Capital Projects Fund or other local taxation sources, as determined during the annual budget adoption process.

The City adopted a Comprehensive Plan update which included a complete CWP covering the years 2017 to 2021 (including all projects eligible for impact fee funding). The master Community Work Program within the Comprehensive Plan update includes all project activities, including the specific impact fee eligible projects for the 2017-2012 time frame.

The following listing of impact fee projects is submitted as part of this CIE Annual Update report, updated to cover the 5-year period 2018-2022, and thereby amends the master CWP in the Comprehensive Plan.

2018-2022 Community Work Program – Impact Fee Eligible Projects

Project Description	2018	2019	2020	2021	2022	Responsible Party	Cost Estimate	Funding Sources	Notes/ Explanation
Parks and Recreation									
Continue land acquisition program for park lands	X	X	X	X	X	Parks and Recreation	\$3,614,000 estimated annual average	67.39% Impact Fees; Bond Issue	On-going debt service to bonds
Continue acquisition program for conservation easements and multi-use trails	X	X	X	X	X	Parks and Recreation	\$3,175,000 estimated annual average	41.44% Impact Fees for conservation easements; 41.39% Impact Fees for multi-use trails; Bond issue	On-going debt service to bonds
Construction of multi-use trails		X	X	X	X	Parks and Recreation / Public Works	\$3,273,000 estimated annual average	42.48% Impact Fees; General Fund	On-going annually
Design and improve Providence Park: 1 Playground (structured) 1 Pavilion / Picnic Shelter 1 Multi-Use Trail (1 mi. est.)	X	X	X	X	X	Parks and Recreation	\$881,250	42.89% Impact Fees for playground and pavilion/picnic shelter; 42.48% Impact Fees for trail; General Fund	Completion in 2022

Project Description	2018	2019	2020	2021	2022	Responsible Party	Cost Estimate	Funding Sources	Notes/ Explanation
Design and construct Arnold Mill Park project: 1 Playground (structured) 1 Pavilion / Picnic Shelter 1 Multi-Use Trail (1 mi. est.)			X	X	X	Parks and Recreation	\$881,250	42.89% Impact Fees for playground and pavilion/picnic shelter; 42.48% Impact Fees for trail; General Fund	Completion in 2022
Design and construct Chadwick Landfill park project	X	X	X	X	X	Parks and Recreation	\$350,000	Impact Fees (% varies depending on the facilities); General Fund	See the Parks and Recreation table in the Financial Report section for facilities' impact fee eligibility
Design and construct a community center	X	X	X	X	X	Parks and Recreation	\$651,412	42.53% Impact Fees; General Fund	
Fire									
Construct Storage Facility	X					Fire/ Administration	\$267,096	100% impact fees	
Construct Hwy 9 Fire Station	X	X				Fire/ Administration	\$1,428,686	100% impact fees	
Replace Fire Station 42			X	X	X	Fire/ Administration	\$1,389,243	40% impact fees; General Fund	Completion in 2022
Construct Training Facility						Fire/ Administration	\$430,177	100% impact fees	Out to bid. Completion during 2017
Purchase heavy vehicle (2)	X			X		Fire/ Administration	\$940,734	100% impact fees	
Purchase general vehicle (2)			X		X	Fire/ Administration	\$80,168	100% impact fees	

Project Description	2018	2019	2020	2021	2022	Responsible Party	Cost Estimate	Funding Sources	Notes/ Explanation
Police									
Design and construct Law Enforcement Center	X	X				Police/ Administration	\$4,499,285	41.44% impact fees; General Fund	Underway - in final phases
Transportation									
Complete Intersection-Crabapple @ Birmingham	X					Public Works	\$1,353,264	40.1% impact fees; General Fund	
Bridge Replacement Program	X	X	X	X		Public Works	\$2,445,358	40.1% impact fees; General Fund	On-going annual improvements
Intersection-Freemanville @ Providence & B'ham	X	X				Public Works	\$2,409,376	40.1% impact fees; General Fund	To be completed in phases (Freemanville@Providence is Phase 1)
Intersection-SR9 @ Bethany Bend	X					Public Works	\$173,168	40.1% impact fees; General Fund	
Intersection-Bethany @ Providence	X	X	X	X	X	Public Works	\$1,794,032	40.1% impact fees; General Fund	Completion in 2022
Intersection-Hopewell @ Hamby			X	X	X	Public Works	\$1,412,239	40.1% impact fees; General Fund	Completion in 2022
Intersection-Hopewell @ Thompson				X		Public Works	\$1,439,668	40.1% impact fees; General Fund	Completion in 2021
Crabapple SE Connector				X	X	Public Works	\$180,587	40.1% impact fees; General Fund	Completion in 2025
Crabapple NE Connector	X	X				Public Works	\$2,581,435	40.1% impact fees; General Fund	Completion in 2019