



Capital Improvements Element 2023 Annual Update: Financial Report & Community Work Program Lee County, GA Final-December 12, 2023

Attached is the Lee County CIE - Capital Improvement Element annual update for 2023 consisting of a financial report, as required by the Development Impact Fee Act, and an updated community work program, as required by DCA's impact fee compliance requirements.

Adoption Resolution

Capital Improvements Element Annual Update

Lee County, Georgia

WHEREAS, Lee County adopted a Capital Improvements Element as an amendment to the *Lee County Comprehensive Plan*; and

WHEREAS, Lee County has prepared a fiscal year 2023 Annual Update to the adopted Capital Improvements Element; and

WHEREAS, the Capital Improvements Element Annual Update was prepared, submitted and reviewed in accordance with the "Development Impact Fee Compliance Requirements" and the "Minimum Planning Standards and Procedures for Local Comprehensive Planning" adopted by the Board of Community Affairs pursuant to the Georgia Planning Act of 1989;

BE IT THEREFORE RESOLVED, that the Board of Commissioners of Lee County does hereby adopt the Capital Improvements Element Annual Update, as per the requirements of the Development Impact Fee Compliance Requirements.

Adopted this 12 day of Dec 2023.




~~Billy Mathis, Commission Chair~~
Luke Singleton
Commission Vice-Chairman


Kaitlyn Good, County Clerk

Georgia, *Lee County*

**Transmittal Resolution
Capital Improvements Element Update
Lee County, Georgia**

Whereas, Lee County adopted a Capital Improvements Element as an amendment to the *Lee County Comprehensive Plan*; and

Whereas, Lee County has prepared an Annual Update to the adopted Capital Improvements Element; and

Whereas, the Capital Improvements Element Annual 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 Board of Community Affairs pursuant to the Georgia Planning Act of 1989, and a duly advertised Public Hearing was held on November 14, 2023 at the Southwest Georgia Regional Commission.

BE IT THEREFORE RESOLVED that the Board of Commissioners of Lee County does hereby submit the 2023 Capital Improvements Element Annual Update to the Southwest Georgia Regional Commission for Regional and State review, as per the requirements of the Development Impact Fee Compliance Requirements.

Adopted this 14 day of November, 2023



Billy Mathis, County Commission Chairman
Lee County

ATTEST: _____

Kaitlyn Good



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 Reporting 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 County of Lee *Capital Improvements Element*, as amended by the County in December 13 of 2011.

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, county-wide service area. The status of all impact fee projects, by public facility category, is shown on the tables on pages 3, 4 and 5.

The County's fiscal year runs from July 1 to June 30.

Schedule of Improvements

In addition to the financial report, the County 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 requirements², 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 6.

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).

LEE COUNTY		Annual Impact Fee Financial Report - Fiscal Year 2023						
Public Facility	Libraries	Fire Protection	Communications and Security	Parks & Recreation	Admin- istration	CIE Prep (recoupment)	TOTAL	
Impact Fee Fund Balance July 1, 2022	\$48,861.16	\$12,434.38	\$32,001.53	\$612,868.95	\$12,478.94	\$36,469.06	\$755,114.03	
Impact Fees Collected (July 1, 2022 through June 30, 2023)	\$34,724.39	\$0.00	\$0.00	\$40,323.47	\$2,251.58	\$2,046.61	\$79,346.05	
Subtotal: Fee Accounts	\$83,585.55	\$12,434.38	\$32,001.53	\$653,192.42	\$14,730.52	\$38,515.67	\$834,460.07	
Accrued Interest	\$611.64	\$38.23	\$152.91	\$2,943.50	\$38.23	\$38.23	\$3,822.73	
(Impact Fee Refunds)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
(Expenditures)	(\$60,000.00)			(\$12,552.36)			(\$72,552.36)	
Impact Fee Fund Balance June 30, 2023	\$24,197.19	\$12,472.61	\$32,154.44	\$643,583.56	\$14,768.75	\$38,553.90	\$765,730.45	
Impact Fees Encumbered	\$24,197.19	12,472.61	\$32,154.44	\$643,583.56			\$712,407.80	

Annual Impact Fee Financial Report - Fiscal Year 2023

Public Facility: Library							
Service Area: County-wide							
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered
Collection Materials	2007	2008	\$57,547.91	96.1%	\$55,326.59	\$0.00	
Collection Materials	2008	2009	\$64,623.25	96.2%	\$62,136.68	\$60,020.42	
Collection Materials	2009	2010	\$66,076.88	96.2%	\$63,534.91	\$60,025.32	
Collection Materials	2010	2011	\$60,998.07	96.1%	\$58,640.74	\$60,000.00	
Collection Materials	2011	2012	\$69,510.66	96.1%	\$66,828.66	\$60,000.00	
Collection Materials	2012	2013	\$64,145.80	96.2%	\$61,677.60	\$80,000.00	
Collection Materials	2013	2014	\$72,528.17	96.1%	\$69,735.74	\$34,999.60	
Collection Materials	2014	2015	\$66,625.71	96.2%	\$64,076.63	\$25,000.00	
Collection Materials	2015	2016	\$67,562.75	96.1%	\$64,959.81	\$25,000.00	
Collection Materials	2016	2017	\$68,749.27	96.1%	\$66,092.05	\$25,000.00	
Collection Materials	2017	2018	\$78,033.27	96.1%	\$75,021.94	\$25,000.00	
Collection Materials	2018	2019	\$71,085.63	96.1%	\$68,348.46	\$25,000.00	
Collection Materials	2019	2020	\$72,109.66	96.2%	\$69,347.03	\$80,000.00	
Collection Materials	2020	2021	\$64,121.06	96.2%	\$61,663.11	\$80,000.00	
Collection Materials	2021	2022	\$74,336.89	96.1%	\$71,466.83	\$75,000.00	
Collection Materials	2022	2023	\$75,354.26	96.2%	\$72,458.97	\$50,000.00	
Collection Materials	2023	2024	\$76,399.39	96.1%	\$73,450.77	\$0.00	\$24,197.19
Collection Materials	2024	2025	\$77,412.44	96.2%	\$74,438.73	\$0.00	
Collection Materials	2025	2026	\$68,094.77	96.2%	\$65,485.41	\$0.00	
Collection Materials	2026	2027	\$79,210.08	96.1%	\$76,158.90	\$0.00	
Oakland Library (20,00 sf)	2008	2009	\$3,300,000.00	19.5%	\$644,119.48	\$0.00	
Smithville Library expansion (1,800 sf)	2016	2017	\$297,000.00	100.0%	\$297,000.00	\$0.00	
Leesburg Library expansion (10,000 sf)	2021	2022	\$1,650,000.00	100.0%	\$1,650,000.00	\$0.00	
			\$6,641,525.88		\$3,931,969.04	\$765,045.34	\$24,197.19

Public Facility: Fire Protection							
Service Area: County-wide							
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered
Smithville Fire Station	2014	2015	\$1,050,000.00	100.0%	\$1,050,000.00	\$231,144.45	\$12,472.61
			\$1,050,000.00		\$1,050,000.00	\$231,144.45	\$12,472.61

Note: Lee County ceased impact fee collections for this category on September 10, 2007.

Public Facility: Communications and Security							
Service Area: County-wide							
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered
800 MHz radio System	2008	2008	\$1,895,000.00	48.0%	\$910,267.00	\$345,689.04	\$32,154.44
			\$1,895,000.00		\$910,267.00	\$345,689.04	\$32,154.44

Note: Lee County ceased impact fee collections for this category on September 10, 2007.

Public Facility: Parks & Recreation							
Service Area: County-wide							
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered
Future Park A (65 acres)	2013	2018	\$780,000.00	100.0%	\$780,000.00	\$0.00	\$643,583.56
Future Park B (67 acres)	2018	2018	\$804,000.00	100.0%	\$804,000.00	\$0.00	
Future Park C (65 acres)	2024	2024	\$780,000.00	100.0%	\$780,000.00	\$0.00	
11 Ball Fields	2009	2024	\$2,750,000.00	95.5%	\$2,625,000.00	\$397,340.02	
1 Jogging Track	2009	2024	\$250,000.00	100.0%	\$250,000.00	\$0.00	
3 Practice Fields	2009	2024	\$105,000.00	96.7%	\$101,500.00	\$0.00	
1 Playground	2009	2024	\$50,000.00	100.0%	\$50,000.00	\$0.00	
1 Pavilion/Shelter	2009	2024	\$41,200.00	100.0%	\$41,200.00	\$0.00	
8 Soccer Fields	2009	2024	\$3,640,000.00	96.3%	\$3,503,500.00	\$0.00	
			\$9,200,200.00		\$8,935,200.00	\$397,340.02	\$643,583.56

Annual Impact Fee Financial Report - Fiscal Year 2023

Impact Fee Surcharges							
Year of Collection	CIE Prep Collections	CIE Prep Expenditures	CIE Prep Balance	Admin Collections	Subtotal - Admin	Admin Expenditures	Admin Balance
2007	\$8,206.38	\$0.00	\$8,206.38	\$22,690.26	\$22,690.26	\$0.00	\$22,690.26
2008	\$4,805.80	\$9,927.54	\$3,084.64	\$7,085.09	\$7,085.09	\$29,342.95	\$432.40
2009	\$1,824.39	\$0.00	\$4,909.02	\$1,726.94	\$1,726.94	\$8,800.00	\$ (6,640.66)
2010	\$2,613.28	\$0.00	\$6,820.13	\$1,948.23	\$1,948.23	\$8,800.00	\$ (13,230.12)
2011	\$1,657.99	\$0.00	\$8,478.12	\$1,726.94	\$1,726.94	\$5,100.00	\$ (16,603.18)
2012	\$2,613.28	\$0.00	\$11,091.40	\$2,819.87	\$2,819.87	\$4,131.00	\$ (17,914.31)
2013	\$1,708.65	\$0.00	\$12,800.05	\$1,844.08	\$1,844.08	\$0.00	\$ (16,070.23)
2014	\$1,676.13	\$0.00	\$14,476.18	\$1,760.66	\$1,760.66	\$0.00	\$ (14,309.57)
2015	\$1,913.86	\$2,400.37	\$13,989.67	\$2,032.98	\$2,032.98	\$0.00	\$ (12,276.59)
2016	\$2,012.78	\$0.00	\$16,002.45	\$2,142.28	\$2,142.28	\$0.00	\$ (10,134.31)
2017	\$2,114.44	\$0.00	\$18,116.89	\$2,295.30	\$2,295.30	\$0.00	\$ (7,839.01)
2018	\$7,182.13	\$0.00	\$25,299.02	\$7,769.30	\$7,769.30	\$0.00	\$ (69.71)
2019	\$2,613.03	\$0.00	\$27,912.05	\$2,841.74	\$2,841.74	\$0.00	\$ 2,772.03
2020	\$2,124.55	\$0.00	\$30,036.60	\$2,335.49	\$2,335.49	\$0.00	\$ 5,107.52
2021	\$3,349.62	\$0.00	\$33,386.22	\$3,980.13	\$3,980.13	\$0.00	\$ 9,087.65
2022	\$3,082.84	\$0.00	\$36,469.06	\$3,391.29	\$3,391.29	\$0.00	\$ 12,478.94
2023	\$2,084.84	\$0.00	\$38,553.90	\$2,289.81	\$2,289.81	\$0.00	\$ 14,768.75
2024							
2025							
2026							
	\$51,583.99	\$12,327.91		\$70,680.39	\$70,680.39	\$56,173.95	

LEE COUNTY SHORT TERM WORK PROGRAM 2024-2028

Community Facilities					
Activity	Timeline	Responsible Party	Cost Estimate	Funding Source	Current Status/ Remarks
1. Prepare and implement a five year master plan of all county government offices and outside agencies to include facilities, personnel, and equipment.	2024-2028	Lee County	Staff Time	General Fund	On-Going; In-Progress
2. Ensure future improvements to water and treatment facilities that promote balanced and efficient growth and maximizes the use of existing facilities.	2024-2028	Lee County Board of Commissioners, Lee County Utilities Authority	\$10,000,000.00	Utilities Authority Revenue (25%) ARPA (75%)	Awaiting word on two grants that have been submitted for the purpose expanding water infrastructure, including a well and tank; Should know by December 2023
3. Implement a plan to discourage developments with septic systems and private treatment systems in dense developments or near environmentally sensitive areas.	2024-2028	Lee County	Staff Time; Hard Costs TBD	General Fund	On-Going; In-Progress
4. Library collections materials purchase for four (4) library branches	2024-2028	Lee County Board of Commissioners, Library Board of Trustees	\$400,000.00	Impact Fees (75%) General Fund (25%)	On-Going; In-Progress
5. New Multi-Purpose Recreation Facility located at 231 State Route 3 (100 acres purchased), planning and development of park including trail, pavilions, and boat ramp to be installed by DNR.	2024-2028	Lee County	Cost TBD	Impact Fees (30%) SPLOST (10%) Federal and State Grants (50%) General Fund (10%)	On-Going; Committee formed in 2021, with discussions and planning ongoing; trails (0.75 miles), pavilion with picnic area, and kayak launch open to the public; agreement renewed 01/11/2022 with GDNr to install boat ramp; agreement signed 8/8/2023 with Lose Design for design and development
6. Determine feasibility and Implement a plan to provide safe pedestrian and bicycle facilities network.	2024-2028	DARTS, Lee County	Staff Time; Hard Costs TBD	T-SPLOST (50%) SPLOST (25%) GDOT (25%)	On-Going; In-Progress
7. With partners and developers, plan, design, and construct the Lee County Medical Center and adjoining medical facilities and other commercial development opportunities.	2024-2028	Lee County	TBD	Public-Private Partnerships	On-going; Hospital Authority created in 2022; Financial planning agreements signed by the Lee County Development Authority (property owner) and Lee County Board of Commissioners for roads and water/sewer/ stormwater infrastructure
8. Design and construct 2 new roads to support Lee County Medical Center and adjoining medical facilities and other commercial development opportunities.	2024-2028	Lee County	TBD	T-SPLOST (50%) SPLOST (30%) General Fund (20%)	On-going; Financial planning agreements, dated 10/25/22, signed by the Lee County Development Authority (property owner) and Lee County Board of Commissioners for roads and water/ sewer/ stormwater infrastructure
9. Maintain full-time GIS staff and technology to provide current tax parcel, zoning and other relevant data for daily operations and reporting requirements.	2024-2028	Lee County	\$350,000.00	SPLOST	County currently maintains full-time GIS staff; Pictometry software implemented in 2023
10. Upgrade telecommunications equipment to mitigate/resolve cyber security risks.	2024-2028	Lee County	\$225,000.00	SPLOST	County has upgraded servers and implemented new policies to mitigate security risks; Software updates
11. Upgrade telecommunications equipment to increase Public Safety communications	2024-2028	Lee County	\$450,000.00	SPLOST (50%) General Fund (50%)	In-Progress; New radio equipment purchased from Motorola; New telecommunications tower to be constructed in Northern Lee County

12. Partner with vendors to provide Broadband internet access to those citizens in areas of the county in most need.	2024-2028	Lee County	\$25 million	Grant (50%) Windstream Partnership (40%) General Fund (5%) ARPA Funds (5%)	Resolution signed 05/24/2022; Windstream to provide broadband to unserved and underserved citizens by 2024; Kick Off Event held 06/22/2022; citizens may apply for services; Build Agreement between Lee County and Windstream in preparation to be signed December 2022; Broadband Ready recertification completed 11/01/2022
13. Partner with vendors to expand water and sewer resources for future residential and commercial developments.	2024-2028	Lee County Board of Commissioners; Lee County Utilities Authority	\$7,464,195.00	Grant	Completed water extension infrastructure project to WGM business utilizing ARPA funds.
14. Refresh logo and website	2024-2028	Lee County	TBD	SPLOST	On-Going; Staff researching and preparing RFP documents

Natural and Cultural Resources

Activity	Years	Responsible Party	Cost Estimate	Funding Source	Current Status/ Remarks
1. Design scenic gateway features at the road entrances into the county.	2024-2028	Lee County	\$50,000.00	General Fund (10%) Grants (90%)	On-Going; Welcome sign erected at the entrance of the County on major roadways that include faces and signature of well-known Lee Countians
2. Develop and improve canoe and kayak boat ramps; install wayfinding signage; improve water safety and rescue with installation of mile markers on Kinchafoonee Creek, Muckalee Creek and Flint River.	2024-2028	Lee County	TBD	DNR & State Grants 90%) General Fund (5%) SPLOST(5%)	On-Going; Mile markers installed along the Kinchafoonee and Muckalee Creeks; various scout projects aimed at bettering the creeks and boat landings include duck boxes, picnic tables, and message boards
3. Plan and build a community garden	2024-2028	Lee County	Staff Time; Hard Costs TBD	In-Kind Donations Partnerships Community Grants	Reach out to community partners and volunteers to plan, build, and maintain a community garden



LEE COUNTY

Life Works Well Here

PUBLIC NOTICE

A public hearing shall be held at the Opal Cannon Auditorium in the T. Page Tharp Governmental Building, located at 102 Starksville Avenue North in Leesburg, on Tuesday, November 14, 2023 at 6:00pm before the Lee County Board of Commissioners. The Board will consider a resolution transmitting a draft Capital Improvements Element Annual Update to the Southwest Georgia Regional Commission for regional review pursuant to the Georgia Planning Act of 1989.

Media Notified: 11/03/2023

Posted on Website and Official Board: 11/03/2023

Published in Legal Organ: 11/08/2023

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.

Chairman
Billy Mathis
District 3

Vice-Chairman
Luke Singletary
District 2

Commissioner
Dennis Roland
District 1

Commissioner
Chris Guarnieri
District 4

Commissioner
George Walls
District 5

County Manager
Christi Dockery

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