

1 **TOWN OF EASTON, MARYLAND**
2 **Easton Town Hall**
3 **14 S. Harrison Street**
4 **Impact Fee Workshop**
5 **September 26, 2011**
6

7 **PRESENT AT CONVENING**
8

9 Mayor Robert C. Willey
10 Councilmember Kelley K. Malone
11 Councilmember Pete Leshner
12 Councilmember Leonard E. Wendowski
13 Councilmember Megan M. Cook
14 Council President John F. Ford
15

16 **IN ATTENDANCE**
17

18 Also in attendance were the Town Manager Mr. Karge, and Town Clerk Mrs. Ruf.
19

20 **CONVENING**
21

22 President Ford called the meeting to order at 7:00 p.m. and led those present in the Pledge of
23 Allegiance.
24

25 **Meeting**
26

27 Mr. Karge discussed the memo and Impact Fee Report previously distributed to the Town Council.
28

29 Mr. Karge suggested a new study be contracted by Tischler Bise. He stated that impact fee collections
30 have slowed considerably.
31

32 Mr. Karge suggested drafting a list of plans and projects partially related to experienced growth
33 including costs.
34

35 Mr. Karge stated that transportation is the largest cost for the impact fee.
36

37 Mayor Willey stated that a new piece of fire equipment will be needed for the hospital which should be
38 considered growth related.
39

40 President Ford asked for clarification regarding what needs to be done to get ready for a new report.

41 **Town of Easton Annual Impact Fee Report**

42 This report is created pursuant to Section 29.6 of the Town Code. This report is intended to cover
43 activity since the previous report issued in January 2010.

44 **Background**

45 The Town of Easton recognized the significant impact created by the growth occurring within the
46 municipal limits of the town and secured the services of Tischler and Associates, Inc. to conduct an
47 Impact Fee Study which was completed with a report dated March 30, 2005. Subsequently, Ordinance
48 482 was passed by the Town Council and approved by the Mayor which implemented Impact Fees
49 within the Town of Easton. Ordinance 482 was incorporated into the Town Code as Article 29,
50 Development Impact Fees. These fees are intended to provide an appropriate contribution toward the
51 cost of growth by those who are creating such impacts.

52 **Summary**

53 Impact Fee collections through the first five years exceeded the total amount projected through the ten
54 year period contemplated by the Tischler and Associates study. This is a direct result of the growth
55 experienced over the same period although for the current report period this growth slowed markedly
56 due to the economy, as the impact fee collections also slowed for the same reason. Costs provided to
57 Tischler and Associates for planned capital expenditures were generally underestimated.

1 Transportation is the single largest category within the Impact Fees assessed, primarily due to the
2 proposed East West Connector and the East Side Collector roads. Neither of those routes has
3 progressed beyond concept as of this date. The East Side Collector road was the subject of Town
4 Council action and it is no longer planned to be built.

5 **Recommendations**

- 6 1. Revise the Transportation element.
7 Redirect the funding allocated for the East Side Collector to other road projects including major
8 rebuilds of existing roads.
9 Finalize an East West Connector plan or redirect and/or extend the funding allocated. The expected
10 costs to be incurred which were contemplated for this road at the time of the original impact fee study
11 are now viewed as very low to what would actually be incurred. Portions of this road could be phased
12 and funding should either be directed to specific phases or redirected to other projects or major
13 rebuilds of existing roads.
14 2. Redirect a portion of the Parks and Recreation Fee to cover road and parking improvements relate to
15 the RTC Park.
16 3. Secure the services of Tischler Bise (formerly Tischler and Associates) to reexamine the impact fee
17 structure and adjust for actual cost revisions and plans.
18 4. Reexamine the Town's budgeting procedures to develop a Capital Improvement Program which is
19 aimed more at a ten year cycle instead of the current major focus on a singular funding year with
20 projections for an additional four years.
21 5. Reexamine a comprehensive planning process for all impact fee categories which ties more closely
22 to an approved plan of expansion. For example, the Parks and Recreation element which relates to
23 expansion of Community Parks should have more specific projects preapproved in order to effectively
24 and efficiently carry out the intended funding objectives.
25 6. Improve the development of cost projections for all impact fee categories.
26 7. Extend or redirect any remaining impact fees available within an appropriate period of time.

27
28 **COMMENTS FROM MAYOR WILLEY**

29
30 Mayor Willey updated on the Alcohol Task Force meeting he recently attended and possible
31 legislation.

32
33 Mayor Willey discussed issues occurring in the downtown such as empty buildings that are in need of
34 renovation.

35
36 President Ford asked about the status of recycling. Mr. Karge stated that he will have something for the
37 council to review at the October 17 council meeting.

38
39 Ms. Malone asked for an update on the trees at the Mistletoe Hall farm.

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41 **ADJOURNMENT**

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43 At 8:08 p.m., upon motion by Mr. Leshar seconded by Ms. Malone, President Ford adjourned the
44 workshop meeting.

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47 _____
48 Kathy M. Ruf, Town Clerk

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