

SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM

SUBJECT: Interlocal Service Delivery Agreement Report (ISDAR) required by Chapter 2002-296, Laws of Florida

DEPARTMENT: Planning and Development **DIVISION:** Planning

AUTHORIZED BY: Donald S. Fisher **CONTACT:** Tony Matthews **EXT.** 7373

Agenda Date <u>12/09/03</u>	Regular <input type="checkbox"/>	Consent <input checked="" type="checkbox"/>	Work Session <input type="checkbox"/>	Briefing <input type="checkbox"/>
Public Hearing – 1:30 <input type="checkbox"/>		Public Hearing – 7:00 <input type="checkbox"/>		

MOTION/RECOMMENDATION:

1. Direct staff to transmit the Interlocal Service Delivery Agreement Report (ISDAR) to the Florida Department of Community Affairs for review and comment, with staff recommendation; or
2. Do not direct staff to transmit the Interlocal Service Delivery Agreement Report (ISDAR) to the Florida Department of Community Affairs for review and comment; or
3. Continue this item to a date and time certain.

(Countywide)

(Tony Matthews, Principal Planner)

BACKGROUND:

Chapter 2002-296, Laws of Florida [Section 163.3177(6)(h)6-8, Florida Statutes] requires all counties having a population of greater than 100,000, and the municipalities and special districts within those counties, to prepare a report (known as "ISDAR") which identifies all existing or proposed interlocal service delivery agreements regarding the following community services/functional categories: (a) education; (b) sanitary sewer; (c) public safety; (d) solid waste; (e) drainage; (f) potable water; (g) parks and recreation; and (h) transportation facilities (see attached Statutory Reference).

The attached document contains an individual ISDAR from Seminole County, County municipalities and special districts shown on the attached Participant List. The ISDAR must be filed with the Florida Department of Community Affairs (FDCA) no later than January 1, 2004.

STAFF RECOMMENDATION:

Recommend transmittal of the attached ISDAR to the Florida Department of Community Affairs for review and comment.

Note: Due to the substantial length of this agenda item, the backup has been located in the County Manager's Office for review. Please contact Sharon Peters at 407-665-7211.

Reviewed by:	<u>KCC</u>
Co Atty:	<u>KCC</u>
DFS:	<u> </u>
Other:	<u>MW</u>
DCM:	<u>SS</u>
CM:	<u> </u>
File No.	<u>cpdp02</u>

Contents of an ISDAR

An ISDAR consists of the following information:

- Factual overview of how the eight (8) community services listed above are delivered.
- Table 1 - A list of municipalities and special districts within Seminole County.
- Table 2 - An inventory of all existing or proposed interlocal service delivery agreements regarding the eight (8) community services.
- Table 3 - Identification of any duplication in the provision of the eight (8) services, whether capital or operational.
- Table 4 - Identification of any deficits in the provision of the eight (8) services, whether capital or operational.

Types of Agreements

Types of agreements inventoried within an ISDAR may include:

1. Consent votes
2. Interlocal agreements
3. Joint planning agreements
4. Ordinances
5. Memorandum of understanding
6. Resolution
7. Verbal/Handshake
8. Other agreement types
9. Service without agreement

Principal Definitions

Interlocal Agreement – An interlocal agreement may be defined as any agreement with another public or private entity addressing one (1) or more of the eight (8) community services listed in the statute.

Duplication - Exist where more than one (1) service provider provides the same service or facility to the same customer (this would not include any agreements to provide secondary or backup support, such as police or fire protection). Duplication of service only occurs when two (2) entities provide the same service within the same (overlapping) geographic area.

Deficit - Occurs when one (1) of the eight (8) listed community services is not provided in a portion of the geographic area of the jurisdiction. A deficit also occurs when one (1) of the listed community services is provided at a level below the adopted or generally recognized level of service standard for that type of service.

Analysis of Duplication of Service and Deficiencies in Service

Based on the above definitions of “duplication” and “deficit”, no known service duplications or deficiencies have been identified by the ISDAR Participants at this time. Consequently, none of the individual ISDARs includes approaches to address duplications or deficiencies nor recommends updates to any of the inventoried agreements. It is anticipated that additional discussion regarding potential duplications and deficiencies in services, including possible remedies/strategies, will be forthcoming during future meetings with staff from the FDCA in 2004, as provided for in the statute.

Preparation of the ISDAR

In addition to the local governments and school board within Seminole County, each of the special districts identified on the FDCA website were contacted to ascertain whether or not these districts have existing and/or proposed interlocal service delivery agreements regarding the eight (8) functional categories listed by statute (see enclosed ISDAR Non-Participants List). Several meetings and numerous correspondence with Participants were conducted in preparation of the ISDAR for transmittal to FDCA.

Included in this document are 21 separate ISDARs compiled primarily from public records of each Participant, listing agreements that related to both capital and operational cost of service provision. Due to individual points of view of Participants, some differences exist among ISDARs. During preparation of the ISDARs, attempts were made to ensure consistency, as much as possible, in formatting, content and completion of all tables. Each individual ISDAR is distinctive and is supported by its respective contents and conclusions.

Each Participant is a party to one (1) or more of the eight (8) functional categories (see Table 1 of each ISDAR). One (1) Contacts Table is provided herein that includes the names, phone numbers and email addresses for each of the contacts for each ISDAR.

Seminole County ISDAR

The ISDAR inventory for Seminole includes, primarily, interlocal agreement between and among state and local governments. Not included in the inventory are agreements between the County and businesses, developments and private individuals. For information purposes only, a list of agreements (not an exhaustive list) other than those required by statute, are located at the end of each ISDAR prepared by the County. By direction of the state, municipal service benefit units and municipal service taxing units were not inventoried.

ISDAR Coordinator

Seminole County was chosen as the Coordinator for the ISDAR for Seminole County. The role of the ISDAR Coordinator is to share information with Participants regarding the ISDAR process and to host a meeting(s) with Participants to coordinate the ISDAR activities. The Coordinator is not responsible for, nor does the Coordinator certify to the contents, completeness or accuracy of any ISDAR prepared by the several Participants.

PARTICIPANT LIST

Interlocal Service Delivery Agreement Report Section 163.3177(6)(h) 6, 7 and 8, Florida Statutes (2002)

Local Governments*

1. Seminole County
2. City of Altamonte Springs
3. City of Casselberry
4. City of Lake Mary
5. City of Longwood
6. City of Oviedo
7. City of Sanford

*The City of Winter Springs has informed Seminole County of its intent to submit an ISDAR to FDCA under separate cover.

School Board

Seminole County School Board

Special Districts*

1. Altamonte Springs Community Redevelopment Agency
2. Central Florida Regional Transportation Authority (aka LYNX)
3. City of Casselberry Community Redevelopment District
4. Dovera Community Development District
5. Fred R. Wilson Memorial Law Library
6. Sanford Airport Authority
7. Seminole County Expressway Authority
8. Seminole County Port Authority
9. Seminole Soil and Water Conservation District
10. South Seminole and North Orange County Wastewater Transmission Authority
11. St. Johns River Water Management District**
12. Twin Rivers-Alafaya Woods Special Neighborhood Improvement District
13. US Highway 17-92 Community Redevelopment Agency

*Special Districts are those agencies/organizations identified by the FDCA.

**List of contracts only.

Other (not counted toward total)*

Also included in the County ISDAR is a separate ISDAR for:

1. City of Orlando
2. Florida Department of Transportation
3. Orange County
4. Miscellaneous

*Agreements with other local governments are inventoried in the Miscellaneous ISDAR for Seminole County.

Non-Participants*

Special Districts that have been identified by FDCA, but are not Participants in the ISDAR process are:

1. Altamonte Springs Health Facilities Authority
2. City of Sanford Community Redevelopment Agency
3. Sanford Housing Authority
4. Seminole County Housing Authority
5. Seminole County Industrial Development Authority

*These Special Districts may not have any interlocal agreements meeting the eight (8) services identified in the statutes; may have plans to submit a separate ISDAR to FDCA; or may have chosen not to participate.

TIMELINE

Interlocal Service Delivery Agreement Report
Section 163.3177(6)(h) 6, 7 and 8, Florida Statutes (2002)

No.	Major Steps	Completion Date
1.	Inventory of all existing and proposed interlocal delivery agreement regarding the eight (8) community services/functional categories.	November 2003
2.	Identify any duplications and deficiencies in service delivery.	November 2003
3.	Transmit ISDAR to Florida Department of Community Affairs.	December 2002
4.	Meet with the Florida Department of Community Affairs to discuss ISDAR and potential strategies to remedy any identified duplications or deficiencies in service delivery.	June 2004 (estimate)
5.	Consider amending the Intergovernmental Coordination Element of the Seminole County Comprehensive Plan (Vision 2020 Plan) pursuant to the findings and conclusions of ISDAR.	Future Plan Amendment cycle to be determined

STATUTORY REFERENCE
Interlocal Service Delivery Agreement Report
Section 163.3177(6)(h) 6, 7 and 8, Florida Statutes (2002)

6. By January 1, 2004, any county having a population greater than 100,000, and the municipalities and special districts within that county, shall submit a report to the Department of Community Affairs which:
 - a. Identifies all existing or proposed interlocal service-delivery agreements regarding the following: education; sanitary sewer; public safety; solid waste; drainage; potable water; parks and recreation; and transportation facilities.
 - b. Identifies any deficits or duplication in the provision of services within its jurisdiction, whether capital or operational. Upon request, the Department of Community Affairs shall provide technical assistance to the local governments in identifying deficits or duplication.
7. Within 6 months after submission of the report, the Department of Community Affairs shall, through the appropriate regional planning council, coordinate a meeting of all local governments within the regional planning area to discuss the reports and potential strategies to remedy any identified deficiencies or duplications.
8. Each local government shall update its intergovernmental coordination element based upon the findings in the report submitted pursuant to subparagraph 6. The report may be used as supporting data and analysis for the intergovernmental coordination element.