

AGENDA ITEM SUMMARY

Meeting Date: January 6, 2026

☐ Consent☒ Regular☐ Workshop☐ Public Hearing

Department: Office of Financial Management & Budget

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: a contract with Alfred Benesch & Company (Benesch) to review and update Palm Beach County’s current Impact Fee System to a Multi-modal Impact Fee System for the period of January 1, 2026 to December 31, 2026 with three (3) 12-month renewal options to provide supplemental consulting services related to transportation and multi-modal impact fees, at the sole discretion of the County.

Summary: Staff issued a Request for Proposal (RFP) for the review and update of the County’s Impact Fee System to a Multi-modal Impact Fee System. The Florida Impact Fee Act as outlined in Section 163.31801, Florida Statutes requires local governments to ensure that the calculation of the impact fee is based on a study using the most recent and localized data available within four (4) years of the current impact fee update. The new study must be adopted by the local government within 12 months of the initiation of the new impact fee study if the local government increases the impact fee.

At the onset of the contract, County staff from various departments will gather data to aid Benesch with the Impact Fee study. Using the gathered data, Benesch will issue draft technical report, and County staff will convene the Impact Fee Review Committee (IFRC) who will evaluate the report’s methodology and recommended amendments to Article 13 of the ULDC. County staff will also engage the public and stakeholders for input and questions. Once a final technical report is approved by the IFRC, County Staff will review and prepare an ordinance amending Article 13 pursuant to the approved technical report for submission to the BCC for adoption at a public hearing. Countywide (RM)

Background and Policy Issues: On September 13, 2022, the Board of County Commissioners (BCC) adopted, via ordinance, the last Impact Fee Study and Update, with certain fees increasing every year for four (4) years beginning January 1, 2023. On June 17, 2024, 2024, the BCC directed staff to proceed with a conversion of the County’s current Road Impact Fee System to a Multi-modal Impact Fee System with its next update and study.

Attachments:
1. Contract with Benesch

Recommended by:

Department DirectorDate

Approved by:

County AdministratorDate

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures					
Operating Costs	\$345,675	TBD	TBD	TBD	
External Revenues					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT					
#ADDITIONAL FTE					
POSITIONS (CUMULATIVE)					

Is item included in Current Budget?

Yes ☒ No ☐

Is this item using Federal Funds?

Yes ☐ No ☒

Is this item using State Funds?

Yes ☐ No ☒

Budget Account No.: Fund 0001 Department 760 Unit 4204 Object 3401

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Future year expenditures beyond year one of the contract are indeterminable at this time.

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

OFMB

Contract Dev. and Control

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

N/A
Department Director

(This summary is not to be used as a basis for payment)