

May 2<sup>nd</sup>, 2022

Mr. Russ Blackburn  
City Manager  
City of Port St. Lucie  
121 S.W. Port St. Lucie Blvd  
Port St. Lucie, FL 34984

**RE: PORT ST. LUCIE MOBILITY FEE UPDATE**

NUE Urban Concepts (NUC) is pleased to provide a scope of service for update of the mobility fee for the City of Port St. Lucie. This update to the mobility fee is necessitated due to changes in the ITE Trip Generation Manual as of October 2021 and the potential mediated settlement between the City of Port St. Lucie and St. Lucie County. The update to the mobility fee technical report and mobility fee is projected to occur no later October 1<sup>st</sup>, 2022, with a target completion of August 31<sup>st</sup>, 2022. The completed scope, administration, and implementation will occur by December 31<sup>st</sup>, 2022. The mobility fee will be based on the Phase 2 mobility plan, with the removal of County roadways and the addition of several new multimodal projects. The scope will include an update of the implementing mobility fee ordinance and holding public meetings and conference calls.

**SCOPE OF SERVICE: TASK 1 - UPDATE MOBILITY FEE REPORT**

**TASK 1.1 – UPDATE TRAFFIC CHARACTERISTICS:** NUE Urban Concepts will update the existing and future traffic characteristics data. The updated data will separate out travel on City, County, Private, and State roadways. This data will be utilized in the level of service (LOS) and backlogged facilities analysis.

**TASK 1.2 – UPDATE LEVEL OF SERVICE ANALYSIS:** NUE Urban Concepts will update the existing and future traffic level of service (LOS) conditions analysis. This data will be utilized in areawide level of service (LOS) analysis and the backlogged facilities analysis. GIS maps of level of service areas will be updated as necessary.

**TASK 1.3 – UPDATE MOBILITY PLAN COST:** NUE Urban Concepts will update cost estimates for mobility plan improvements. The cost for the mobility plan improvements will be based on the most recent and localized data as required by Florida Statute. The cost should include factors such as planning, design, right-of-way acquisition, utility relocation, streetscape and landscape, stormwater, construction and inspection. County road projects will be excluded from the analysis.

**TASK 1.4 – UPDATE MULTIMODAL CAPACITIES:** NUE Urban Concepts will update the multimodal capacities for sidewalks, paths, trails, bike lanes, dedicated transit lanes and other unique complete street applications based on established LOS and / or QOS standards and the phase 2 mobility plan. County road projects will be excluded from the analysis.

**TASK 1.5 – UPDATE PERSON MILES OF TRAVEL (PMT) FACTOR:** NUE Urban Concepts will update the person miles of travel (PMT) factor to convert vehicle miles of travel to person miles of travel to account for multiple modes of travel within the City. The PMT factor will be based upon the 2017 National Household Travel Survey. The PMT factor will be used to establish a person miles of travel rate to be used in the mobility fee calculation and the new growth evaluation to ensure new development is not being charged more than its fair share of the cost of proposed improvements.

**TASK 1.6 – UPDATE BACKLOG EVALUATION:** NUE Urban Concepts will update the backlog evaluation of the existing transportation system to determine if there are existing system wide deficiencies. This analysis will exclude County roads. The backlog evaluation is required to demonstrate that new growth is not charged for existing deficiencies.

**TASK 1.7 – UPDATE NEW GROWTH EVALUATION:** NUE Urban Concepts will conduct a new growth evaluation based on updates to VMT and PMT. The analysis will be utilized to develop a new growth evaluation factor to demonstrate that new growth is not being charged for more than its fair share of projects.

**TASK 1.8 – REVENUE ADJUSTMENTS:** NUE Urban Concepts will update the projected funding sources to reduce funding for County roads and to reflect previous road impact fees collected on behalf of St. Lucie County will be removed from available funding offsets. Revenue funding adjustments will be developed based on whole dollar funding availability.

**TASK 1.9 – UPDATE PERSON TRAVEL DEMAND (PTD) RATE:** NUE Urban Concepts will develop a person travel demand (PTD) rate based upon the cost and capacity of multimodal improvements. Adjustments will be made for available revenue off-sets, backlog, and new growth factors. The PTD rate will be used in the mobility fee calculations.

**TASK 1.10 – UPDATE ASSESSMENT AREA(S):** NUE Urban Concepts will evaluate the two existing assessment areas based upon the impact of removing County roads from the analysis. NUE Urban Concepts will discuss the possible establishment of new assessment areas or the establishment of a mixed-use or multimodal supportive design assessment area. GIS maps of assessment areas will be updated as necessary.

**TASK 1.11 – UPDATE BENEFIT DISTRICT(S):** The existing benefit districts will be re-evaluated to determine if changes are needed with the removal of County roads and the update to the County’s impact fee benefit zones. GIS maps of assessment areas will be updated as necessary. Development specific benefit districts may also be developed to address current road impact fee agreements.

**TASK 1.12 – UPDATE TRIP GENERATION:** NUE Urban Concepts will update trip generation rates based on the most recent edition of the ITE Trip Generation Manual, released in October of 2022, and professional acceptable techniques for the uses identified in the mobility fee schedule. The trip generation will include adjustments for pass-by trips and any internal capture factors if mixed-use or multimodal supportive criteria are established.

**TASK 1.13 – UPDATE PERSON TRAVEL DEMAND:** NUE Urban Concepts will update person trip factors, person trip lengths, limited access adjustments, and origin and destination adjustments. In addition, the updated person travel demand will exclude travel on County roads within the City based on the share of existing and future travel demand that occurs on County roads within and adjacent to the City.

**TASK 1.14 – UPDATE MOBILITY FEE SCHEDULE:** NUE Urban Concepts will update the mobility fee per use based on the updated data and analysis. The mobility fee will also be calculated for any additional assessment areas.

**TASK 1.15 – MOBILITY FEE COMPARISON:** NUE Urban Concepts will prepare a comparison between the updated mobility fee, the existing mobility fee, the prior City impact fee, and the County road impact fees. A total fee based on the City and County will also be prepared.

**TASK 1.16 - UPDATE TECHNICAL REPORT:** The updated technical report will document the methodology and data used to update the mobility fee. The report will update legal requirements and definitions. The report will also provide additional detail related to the County’s road impact fee and the City’s mobility fee. The report will provide the factual basis to demonstrate the mobility plan and mobility fee meets legal and statutory requirements.

**TASK 2.0 - UPDATE MOBILITY FEE ORDINANCE:** NUE Urban Concepts will update the mobility fee implementing ordinance. The Ordinance will address existing impact fee agreements and credits and any proportionate share payments or prior impact fee payments. The ordinance may establish a vesting provision for certain projects with prior impact fee credits. The ordinance update will address issues related to County fees. The ordinance update will also address updates, interpretations, special studies, and administrative determinations to ensure the mobility fee meets legal and statutory requirements.

**TASK 3.0 - MEETINGS:** This Scope includes a total of ten (10) meetings consisting of public workshops, community outreach, and hearings, with either in-person or virtual attendance. A maximum of thirty (30) conference calls/virtual meetings with Staff are also included in the proposed scope.

**Deliverables:** Updated Mobility Plan & Mobility Fee Technical Report  
Updated Mobility Fee Ordinance  
Administrative Procedures

**Phase One Cost:** The hours are based on similar mobility plans and fees. The lump sum cost estimate is based on a rate of \$175 per hour. The total number of projected hours and cost are as follows:

Task 1 is 660 hours, and the total cost is \$115,500,

Task 2 is 135 hours, and the total cost is \$23,625,

Task 3 is 150 hours, and the total cost is \$26,250.

The total projected hours are 945 with a total cost of \$165,375. The following is a breakdown of the hours per task and the cost estimate per task.

<b>TASK #</b>	<b>TASK</b>	<b>HOURS</b>	<b>COST</b>
<b>1.1</b>	<b>UPDATE TRAFFIC CHARACTERISTICS</b>	<b>30</b>	<b>\$5,250</b>
<b>1.2</b>	<b>UPDATE LEVEL OF SERVICE ANALYSIS</b>	<b>45</b>	<b>\$7,875</b>
<b>1.3</b>	<b>UPDATE MOBILITY PLAN COST</b>	<b>60</b>	<b>\$10,500</b>
<b>1.4</b>	<b>UPDATE MULTIMODAL CAPACITIES</b>	<b>55</b>	<b>\$9,625</b>
<b>1.5</b>	<b>UPDATE PERSON MILES OF TRAVEL (PMT)</b>	<b>25</b>	<b>\$4,375</b>
<b>1.6</b>	<b>UPDATE BACKLOG EVALUATION</b>	<b>20</b>	<b>\$3,500</b>
<b>1.7</b>	<b>UPDATE NEW GROWTH EVALUATION</b>	<b>20</b>	<b>\$3,500</b>
<b>1.8</b>	<b>REVENUE ADJUSTMENTS</b>	<b>25</b>	<b>\$4,375</b>
<b>1.9</b>	<b>UPDATE PERSON TRAVEL DEMAND (PTD) RATE</b>	<b>20</b>	<b>\$3,500</b>
<b>1.10</b>	<b>UPDATE ASSESSMENT AREA</b>	<b>20</b>	<b>\$3,500</b>
<b>1.11</b>	<b>UPDATE BENEFIT DISTRICT</b>	<b>30</b>	<b>\$5,250</b>
<b>1.12</b>	<b>UPDATE TRIP GENERATION</b>	<b>30</b>	<b>\$5,250</b>
<b>1.13</b>	<b>UPDATE PERSON TRAVEL DEMAND</b>	<b>65</b>	<b>\$11,375</b>
<b>1.14</b>	<b>UPDATE MOBILITY FEE SCHEDULE</b>	<b>35</b>	<b>\$6,125</b>
<b>1.15</b>	<b>MOBILITY FEE COMPARISON</b>	<b>55</b>	<b>\$9,625</b>
<b>1.16</b>	<b>UPDATE TECHNICAL REPORT</b>	<b>125</b>	<b>\$21,875</b>
<b>TOTAL</b>	<b>TASK ONE (1): MOBILITY FEE UPDATE</b>	<b>660</b>	<b>\$115,500</b>

<b>2.0</b>	<b>TASK TWO (2): UPDATE MOBILITY FEE ORDINANCE</b>	<b>135</b>	<b>\$23,625</b>
<b>3.0</b>	<b>TASK THREE (3): MEETINGS</b>	<b>150</b>	<b>\$26,250</b>
<b>TOTAL</b>		<b>945</b>	<b>\$165,375</b>

**Schedule: The mobility fee update and ordinance will occur by October 31<sup>st</sup>, 2022, with a target date of August 31, 2022. Administration of the mobility fee and meetings will be up to December 31<sup>st</sup>, 2022.**

Sincerely,

**Jonathan B. Paul**

Jonathan B. Paul, AICP  
Principal