

## **INTERGOVERNMENTAL COORDINATION ELEMENT**

### **Goals, Objectives and Implementing Policies**

This section stipulates goals, objectives and implementing policies which shall direct and manage coordination responsibilities with Federal, State and Local governments whose activities effect, influence, or control government affairs held by the City of Minneola.

**GOAL 7-1: INTERGOVERNMENTAL COORDINATION.  
COORDINATE WITH FEDERAL, STATE AND LOCAL GOVERNMENT AND QUASI-GOVERNMENT ENTITIES WHOSE RESPECTIVE EMPOWERED ACTIVITIES, DUTIES AND RESPONSIBILITIES INFLUENCE, EFFECT, OR CONTROL GOVERNMENTAL AFFAIRS AND LAND DEVELOPMENT DECISIONS HELD BY THE CITY OF MINNEOLA IN ORDER TO ESTABLISH EFFECTIVE GROWTH MANAGEMENT, DEVELOPMENT ACTIVITIES, AND NATURAL RESOURCE CONSERVATION, WITH CONSIDERATION TO LIMITED AVAILABLE FINANCES.**

**OBJECTIVE 7-1.1: Coordinate Comprehensive Planning Activities With Lake County And The City Of Clermont.**

Coordinate with Lake County and the City of Clermont on Issues Pertaining to Land Use Activities and Public Programs Applicable to Adjacent Lands.

**Policy 7-1.1.1: Exchange of Comprehensive Plans.**

The City shall willingly provide a copy of its Comprehensive Plan to Lake County and the City of Clermont and shall file a written request to the County and to Clermont to receive a copy of their Comprehensive Plans to mutually promote consistency with adopted Plans.

**Policy 7-1.1.2: Notification of Amendments to Comprehensive Plan and Development Activities.**

The City shall file a written request to Lake County and to the City of Clermont to receive notification of any proposed land use amendments, changes to adopted levels of service, and all applications for development affecting land adjacent to City boundaries as well as such activities occurring within one mile from the City's limits, within a reasonable timeframe for the City to respond any concerns. The City shall reciprocate such information to Lake County and Clermont and allow their response to Lake County growth management concerns.

**Policy 7-1.1.3: Resolution of Transcending Growth Management Issues.**

The City shall coordinate growth management issues transcending jurisdictional areas through cooperative communications with Lake County and Clermont at the staff and official government levels by presenting City concerns through documented transmittals, scheduled meetings, attendance at County public

hearings, joint ad hoc technical coordination committees, and, where relevant, less formal communications. The City shall promote reciprocal participation of County and Clermont staff and officials in local growth management affairs. Growth management issues to be pursued, but not limited to, comprise the following:

a. Annexation of Adjacent Lands.

The City has engaged in mutual discussion with Lake County to establish an annexation policy to direct an orderly and timely process of annexing unincorporated land adjacent to the City. An Annexation Interlocal Agreement shall include, but is not limited to, the following issues:

- i. Delineation of general area in which the City shall pursue annexation.
- ii. Mutually agreeable land use designations for unincorporated areas within the confines of the annexation zone, with emphasis on compatibility with both the City and County Comprehensive Plan Future Land Use Elements.
- iii. Jurisdiction responsible for providing water, sewer, traffic circulation, and drainage facilities during the interim and post annexation periods.
- iv. Availability of public facilities and services to meet demands currently generated by existing development or that are anticipated for eligible land use activities permitted within the proposed annexation area.
- v. Agreement to Levels of Service provided to existing, and proposed development, in the annexation area during the interim annexation period.
- vi. Determination of appropriate application of a concurrency management system for the annexation area.

b. Land Use Planning of Adjacent Lands.

The City shall coordinate with Lake County, Montverde, and Clermont to pursue appropriate land management for areas adjacent to the City, including enclaves, to avoid conflict created by possible placement of incompatible land uses and to establish compatibility between City and County growth management efforts. The City shall coordinate with Lake County, Montverde, and Clermont to establish a mutually compatible growth management framework, with consideration to implementing such activity through an interlocal agreement, which addresses the following planning and development issues:

- i. Review and compare municipal and County land development regulations applicable to respective adjacent lands for compatibility and for conflict with growth management goals, objectives and policies.
- ii. Comprehensive Planning for Adjacent Unincorporated Incorporated Land. Develop a mutually agreeable future land use designations for adjacent unincorporated and incorporated land.

- iii. Review impacts of development within adjacent unincorporated lands, including impacts to adopted levels of service; concurrency management issues; affects on annexation issues; amendments to comprehensive plans and land development regulations; location and timing of proposed development; and impacts to conservation activities and preservation of natural resources.
- iv. Mitigate impacts to state roads by focusing commercial development along State roads in incorporated areas and designate lands in unincorporated areas adjacent to municipalities to low-density, non-intensive land uses.

c. Solid Waste.

The City shall coordinate with the Lake County to achieve improvements and efficiency to the County's solid waste management program, including the collection, disposal and monitoring of hazardous wastes. The City has coordinated with the County to develop effective solid waste management programs to comply with 1988 State legislation mandating reduction of solid waste volumes by 30%. Other issues for which coordination efforts are necessary include:

- i. Recycling programs and management strategies established by the County.
- ii. Curtail illegal dumping of solid waste as well as disposal practices which are detrimental to the existence of natural resources and ecological communities.
- iii. Monitor ground water quality adjacent to industrial sites within Minneola.

d. Traffic Circulation.

The City shall coordinate with Lake County, Lake-Sumter MPO, as well as the Florida Department of Transportation, to resolve traffic improvement needs. Issues to be addressed include, but are not limited to:

- i. Signalization along US 27. Evaluate the feasibility of placing traffic signals at intersections within city limits.
- ii. Limit commercial development along US 27 outside the City limits.
- iii. Review scheduled improvements and maintenance to US 27, Lakeshore Drive and C-50.
- iv. Surrounding transportation network and new turnpike interchange.

d. Surface Water Management and Drainage.

The City has coordinated with Lake County to implement stormwater and drainage improvement needs determined in the County's Stormwater Study and to coordinate proposed development within the Comprehensive Plan with improvements scheduled within the Lake County Stormwater Master Plan. Other issues to be addressed include stormwater impacts to water quality in the City's lakes and in groundwater aquifers.

e. Groundwater Quality and Conservation.

Issues which the City needs to address with Lake County include the preservation of natural resources which transcend jurisdictional boundaries and the protection of potable water storage areas of the Floridan Aquifer. Coordination should focus on the effectiveness of the Comprehensive Plan and implementation activities established within the Land Development Regulations to conserve and protect these natural resources.

e. Housing.

The City shall coordinate with Lake County to address affordable housing issues and housing needs for special groups. Coordination shall also include review of adjacent land uses within adjacent unincorporated areas to assure residential development within these areas does not adversely affect housing markets and development within the City of Minneola. Coordination efforts shall be conducted through the Lake County. Such coordination shall involve the City's participation in and contribution to Lake County's affordable housing program and any other programs for low and moderate income households.

f. Recreation.

The City shall coordinate with Lake County and the City of Clermont to avoid duplication of recreation services proposed within each government's comprehensive plan. The City shall also promote the exchange of recreation plans with these two entities.

g. Disaster Preparedness.

Issues concerning disaster preparedness shall be addressed to and coordinated with the Lake County Emergency Operations and other governmental entities as deemed necessary to maintain and revise plans and policies directing emergency preparedness in order to protect life and property in the event of a disaster.

h. Wastewater Collection and Treatment.

Consistent with policy of the Public Facilities Element, the City coordinated with the City of Clermont and Lake County in studying the economic feasibility of providing centralized wastewater collection and treatment services for the residents and business of Minneola prior to the physical build-out of the existing City Limits among other alternatives for providing central sewer. A proposed ad hoc wastewater committee created by the City Council will coordinate with the City of Clermont and explore other alternatives to determine the best critical path for the City to pursue. Proposed developments within the City of Minneola shall comply with the City's Concurrency Management System, Chapter 1OD-6, F.A.C., and policies within the Future Land Use Element which stipulate the

connection to centralized wastewater facilities where densities exceed four dwelling units per acre.

**OBJECTIVE 7-1.2: Coordinate Comprehensive Planning Activities With Plans Of The Lake County Board Of Education.**

Coordinate the Development Plans of the Lake County School Board and the Impacts of Existing, and Proposed School Facilities on Public Facilities with the Comprehensive Plan.

**Policy 7-1.2.1: Coordinate School Plans.**

The City shall coordinate with the Lake County Board of Education to discuss development plans for expansion of existing or development of new education facilities within the City of Minneola to assure such activities are consistent with growth management and development plans established within the City Comprehensive Plan. Other issues to be coordinated shall also include impacts of such facilities on adopted levels of service established for roads, water, drainage, and solid waste services.

**Policy 7-1.2.2: Avoid Duplication of Services.**

The City shall also coordinate with the Lake County Board of Education and Lake County to integrate recreation facilities at school property into the recreation system for Lake County in order to avoid duplication of services already in place at school sites. In addition, discuss the use of school facilities for public meetings and other public use when demand warrants the use.

**Policy 7-1.2.3: The City shall provide the Lake County School Board with information regarding proposed new developments to assist their efforts in planning new schools and to solicit their comments.**

**Policy 7-1.2.4: In order for the City to provide cooperation and coordination with the Lake County School Board as needed to coordinate planning activities and maximize the use of available public facilities.**

- a. The City will pursue formalization of existing agreements with the Lake County School Board for the use of school facilities for recreation services and activities. Agreements should establish a level of service ratio to determine the maximum allowable use of the facilities for public access to optimize the use of the facilities and to help the City determine its long-term recreation needs.

**Policy 7-1.2.5 The City shall abide by and enforce the Interlocal Agreement between the City and school board to require cooperation in terms of population projection and school siting.**

- a. The School Board shall provide facilities plans and population projections on an annual basis to ensure that consistency is maintained between the two.
- b. The School Board shall provide the City with any plans to site schools within the corporate limits or joint planning area.
- c. The City shall provide to the School Board all application for land use plan amendments that have the potential of increasing residential density and that may affect student enrollment, enrollment projections, or school facilities.
- d. The City shall allow a member of the School Board to sit on the local planning agency and comment on proposals that have the potential to increase density.
- e. Take part in the Lake County Educational Concurrency Review Committee established by the County, School Board and municipalities that shall meet at least annually but more often if needed, as outlined in the Interlocal Agreement between Lake County, Lake County School Board and Municipalities for School Facilities Planning and Siting, and will hear reports and discuss issues concerning school concurrency.
- f. Take part in The Joint Staff School Concurrency Review Group, comprised of Staff of the County, Cities, and School Board, that shall meet at least quarterly, as outlined in the Interlocal Agreement between Lake County, Lake County School Board and Municipalities for School Facilities Planning and Siting, to discuss issues concerning school concurrency. These issues shall include but not be limited to land use, school facilities planning, including such issues as population and student projections, level of service, capacity, development trends, school needs, co-location and joint use opportunities, and ancillary infrastructure improvements needed to support schools and ensure safe student access. The School Board staff shall be responsible for making meeting arrangements.

**OBJECTIVE 7-1.3: Coordinate Comprehensive Planning Activities with Plans of Federal and State Regulatory Agencies.**

Coordinate with Federal, State, and Regional Government Agencies Inventoried in Table 7-1 of the Data Inventory & Analysis Document to Establish Consistency and Compatibility between the City's Comprehensive Plan and the Plans and Proposed Activities of These Regulatory Agencies.

**Policy 7-1.3.1: Comprehensive Planning Administration.**

The City shall coordinate with the Florida Department of Community Affairs on issues pertaining to the administration of amendments to the Comprehensive Plan and for technical assistance in areas relating to community planning. Coordination shall occur with the U.S. Bureau of the Census to obtain demographic information and data pertaining to the City of Minneola in order to update the data inventory and analysis component of the Comprehensive Plan.

**Policy 7-1.3.2: Transportation Issues.**

The City shall coordinate with the Florida Department of Transportation on issues pertaining to improvements and maintenance of US 27. The Lake-Sumter MPO (metropolitan planning organization) has been established based on the 2000 Census and functions to resolve traffic circulation issues transcending intra-Lake County jurisdictional boundaries. The affected urban area includes the City of Minneola.

**Policy 7-1.3.3 Concurrency System Coordination.**

The City of Minneola shall coordinate with the Metropolitan Planning Organization (MPO) and Lake County Public Works to establish and maintain a countywide concurrency system. To date Minneola has adopted a Transportation Proportionate Share Ordinance and has established with the MPO a concurrency interlocal agreement.

**Policy 7-1.3.4: Housing Issues.**

The City shall coordinate with the U.S. Department of Housing and Urban Development (HUD) and the Florida Department of Community affairs (FDCA) independently and in conjunction with the Lake County to obtain financial assistance for affordable housing programs serving low and moderate income households within Lake County, including supporting infrastructure. Such coordination shall discuss the plans of HUD to make assistance available to Lake County. The City shall also coordinate any plans and programs sponsored by the Florida Department of Health and Rehabilitative Services which are concerned with housing programs and activities proposed within the Comprehensive Plan.

**Policy 7-1.3.5: Public Facility Issues.**

Issues concerning coordination with State and Federal agencies involve drainage, solid waste and hazardous waste, potable water, sanitary sewer, and natural groundwater aquifer recharge. The City shall coordinate plans and improvements proposed and scheduled within the Comprehensive Plan with those planned by the respective State and Federal agencies having authority to implement such improvements. Coordination shall also include the availability of State and Federal funds to support implementation of proposed infrastructure needs. Issues with more specific concerns shall involve the following:

- a. Drainage.

The City shall coordinate land use activities and plans within the Comprehensive Plan with the 100-year floodplain designated by the Federal Emergency Management Administration. The City shall also coordinate comprehensive planning activities with stormwater management plans and scheduled improvements affecting the City of Minneola under the authority of the Army Corps of Engineers, the Lake County Water Authority, and the St. Johns River Water Management District.

b. Solid and Hazardous Waste.

The City's solid waste disposal needs addressed within the Comprehensive Plan shall be coordinated with plans, programs, and administered legislative actions placed under the authority of the Florida Department of Environmental Protection (FDEP). As disposal facilities are operated by Lake County, most coordination with this issue will likely occur between FDEP and the County. Hazardous waste issues addressed within the Comprehensive Plan shall be coordinated with the State and Federal plans, programs, and administered legislative actions delegated to the FDER and the U.S. Environmental Protection Agency.

c. Potable Water and Sanitary Sewer.

The City shall coordinate the Comprehensive Plans with the plans and programs of FDEP and the SJRWMD pertaining to the supply, use and conservation of water, and to the feasibility of implementing a central waste water system to serve Minneola. The City shall also coordinate with these agencies for available funding offered for the implementation of water and sanitary sewer improvements. The City shall also coordinate with SJRWMD and other local governments to identify and develop alternative water supplies to support proposed growth and development in the City and the surrounding region.

d. Natural Ground Water Aquifer Recharge.

Activities proposed within the City's Comprehensive Plan to protect the quality and quantity of groundwater shall be coordinated with plans, programs, and administered legislative actions of the SJRWMD and, where appropriate, with the FDEP. Coordination shall also involve available State funds for the acquisition, through lease or purchase, of land to preserve high recharge areas.

**Policy 7-1.3.6: Conservation Issues.**

Conservation issues that require coordination with State and Federal agencies include the possible acquisition of land adjacent the City's lakes, protection of the natural groundwater aquifer, historical sites, wetlands, sinkhole potential, wildlife and wildlife habitats, and air quality. The City shall coordinate the Comprehensive Plan with plans and programs under the authority of the State and Federal agencies, according to the relationship of the conservation activity

with the various agencies. Specific issues for coordination include the following:

a. Lakes.

The City shall coordinate issues pertaining to surface water quality of all lakes within the City of Minneola with the FDEP. Where issues address conditions of the lake beds, coordination shall also be made with the FDEP. Where deemed appropriate, issues concerning the quality of water draining into the lake shall be addressed to SJRWMD.

b. Vegetative Communities.

The City shall coordinate with FDEP and SJRWMD to evaluate the possibility of obtaining State funds to acquire wetland areas for preservation purposes.

c. Endangered Species.

The City shall coordinate growth and development proposed in the Comprehensive Plan with proposed wildlife and vegetation preservation programs proposed by the Florida Fish and Wildlife Commission, the U.S. fish and Wildlife Service, and the Florida Department of Agriculture for aquatic and land species within and adjacent to City lakes, and identified wildlife habitats and vegetative communities within Minneola.

**Policy 7-1.3.7: Recreation Issues.**

The City shall coordinate recreation plans proposed within the Comprehensive Plan with proposed programs and plans established by the Florida Department of Environmental Protection for Lake County.

**Policy 7-1.3.8: Disaster Preparedness.**

The City shall coordinate growth and development proposed within the Comprehensive Plan with the proposed emergency preparedness plans and programs of the Florida Department of Community Affairs and the Lake County Emergency Operations.

**OBJECTIVE 7-1.4: Coordinate Comprehensive Planning Activities with the East Central Florida Regional Planning Council (ECFRPC) and the St Johns River Water Management District (SJRWMD).**

Coordinate Proposed Development within the Comprehensive Plan with Policies Established within the ECFRPC's Regional Policy Plan and the SJRWMD.

**Policy 7-1.4.1: Cooperation with the East Central Florida Regional Planning Council (ECFRPC).**

The City shall cooperate with the ECFRPC in the review of regional policies and standards which require coordination with local governments and their comprehensive planning activities. The City shall assure that proposed growth and development within the Comprehensive Plan remain generally consistent with the ECFRPC's Regional Policy Plan. Other issues of coordination shall

include, but may not be limited to, development of regional impact (DRI's), comprehensive plan review, intergovernmental coordination, and conflict resolution.

**Policy 7-1.4.2: Cooperation with the St Johns River Water Management District (SJRWMD).**

The City shall maintain a water supply facilities work plan that is coordinated with the SJRWMD Water Supply Plan by updating the work plan and related comprehensive plan policies within 18 months of an update to the SJRWMD Water Supply Plan that affects the City.

**Policy 7-1.4.3: Participate with the St Johns River Water Management District (SJRWMD).**

The City shall participate in the development of updates to the SJRWMD water supply assessment and SJRWMD Water Supply Plan and other water supply development related initiatives facilitate by the SJRWMD that affect the City.

**OBJECTIVE 7-1.5: Coordinate Comprehensive Planning Activities with Non-Regulatory and Quasi-Government Entities.**

Coordinating Comprehensive Planning Activities with Plans Established by Non-Regulatory and Quasi-Government Entities. Such Entities shall include, but are not limited to, the Century Link, Brighthouse Cable, Progress Energy, Sumter Electric Cooperative, Lake Apopka Natural Gas, AmeriGas, Suburban Propane, and Waste Pro.

**Policy 7-1.5.1: Coordination of Planning and Development Activities.**

Coordination shall occur with the aforementioned entities to promote consistency and compatibility with growth and development anticipated within the Comprehensive Plan with plans of above cited entities to expand, limit, reduce, or cease altogether, the respective services currently provided to residents and development within the City of Minneola. The City shall provide a copy of the Comprehensive Plan to each entity upon request and shall request that each entity notify the City of any plans to expand, limit, reduce, or cease, such service at that time such a determination is established.

The City shall also coordinate, when considered applicable, amendments to the Comprehensive Plan and revisions to the Land Development Regulations with affected entities, allowing reasonable time in which to issue a response.

**OBJECTIVE 7-1.6: Mechanisms For Coordinating Impacts Of Development Proposed In Adjacent Governmental Jurisdictions. Informal and Formal Mechanisms for Coordinating Impacts of Development Proposed in Adjacent Governmental Jurisdictions Shall be Established.**

**Policy 7-1.6.1: Formal Mechanism.**

The City has requested Lake County establish a Joint Agreement to mutually

disseminate information pertaining to proposed development adjacent to the City, or proposed within a distance at which an impact to levels of service will be evident, in order to coordinate growth and development affecting adjacent government's adopted levels of services or other development concerns addressed within the Comprehensive Plan. Such an Agreement should stipulate required responsibility of a developer to include a joint technical analysis of both jurisdiction's Concurrency Management Systems where a proposed development is anticipated to impact levels of service within both areas.

The City Manager or designee shall assume responsibility to coordinate with Lake County on development impacts transcending City boundaries.

**Policy 7-1.6.2: Informal Mechanisms.**

The City Council shall coordinate with the Lake County to jointly review impacts of development on Minneola's adopted levels of service and anticipated growth and development within the City. Such activities shall occur through joint meetings, written and verbal transmittal, and City attendance at appropriate County public meetings addressing the proposed development.

**OBJECTIVE 7-1.7: Assure Consistency and Compliance with Level of Service Standards Applicable to Facilities and Services Controlled by Other Governments.**

(Solid Waste Disposal and Wastewater Treatment (in limited areas) are provided to Minneola by an Adjacent Jurisdiction.) Assure Consistency and Compliance with Lake County's Adopted Level of Service for Solid Waste Disposal.

**Policy 7-1.7.1: Coordinate with Lake County Department of Environmental Services.**

The City shall coordinate with the Lake County Department of Environmental Services to assure that existing and projected solid waste volumes generated by the City are consistent with the County's ability to dispose waste. Such coordination shall also include the County's ability to manage and monitor hazardous waste generated within the City.

**OBJECTIVE 7-1.8: Resolution of Annexation Issues.**

Resolve Annexation Issues through the Establishment of a Joint Annexation Agreement with Lake County.

**Policy 7-1.8.1: Joint Annexation Agreement.**

The City shall coordinate with Lake County, The Town of Montverde, and the City of Clermont to establish joint annexation agreements which address procedures for annexation, delineate adjacent lands of an annexation zone, establishes land use for the annexation zone which are compatible with both the County and City future development plans, and which defines appropriate application of concurrency management for this zone. Each annexation agreement will require that the local government seeking annexation must demonstrate that it has

adequate water supply and related facilities to support the demand associated with the proposed annexation.

**OBJECTIVE 7-1.9: Concurrency Management System and Coordination.**

Develop a Coordinating Mechanism to Update Available Capacity and Other Date Base Needs within the Concurrency Management System.

**Policy 7-1.9.1: Data Base Management.**

The City shall incorporate data base management techniques, and projection and forecasting methodologies which are generally recognizable and accepted area-wide applications within the Concurrency Management System.

**Policy 7-1.9.2: Application of Area-wide Data Resources.**

The City shall analyze the application of Lake County's Concurrency Management System to measure its consistency and compatibility with Minneola's system.

**Policy 7-1.9.3: Coordination of Concurrency Management Issues.**

The City shall coordinate concurrency management issues affecting land development within, and adjacent, to its city limits with Lake County. The City shall also exchange information pertaining to the status of the Concurrency Management System with Lake County, and shall request Lake County provide updated reports on the status of its concurrency management system be forwarded to the City.

**OBJECTIVE 7-1.10: Conflict Resolution Through Mediation.**

The City Shall Coordinate with Other Public Entities in Drafting a Strategic Plan for Lake County for Resolving Conflicts between Minneola and Lake County, other Lake County municipalities, the Lake County Board of Education, Special Purpose Districts, and Other Non-Regulatory Agencies Not Having Authority Over the Use of Land.

**Policy 7-1.10.1: Informal Mediation Process.**

The City shall coordinate with Lake County to establish an informal mediation process for resolving intergovernmental issues among local governments and other units of government providing services, but not having regulatory authority over the use of land.

**Policy 7-1.10.2: Formal Mediation Process.**

Where informal mediation fails to resolve local conflicts, the City shall determine if the issue warrants intervention of a mediation forum. Such mediation shall be granted to the East Central Florida Regional Planning Council, unless evidence is shown that the ECFRPC will not represent an unbiased mediator. Upon such determination, the City shall coordinate with the Florida Department of Community Affairs to resolve intergovernmental conflict with another entity serving as the mediator.