Appendix A

Lake County Library Impact Fees
PROJECT APPLICATION
Application Deadline: March 1

1. APPLICANT INFORMATION

A LEGAL NAME OF APPLICANT (Government)

City of Leesburg

B. APPLICANT ADDRESS

Street 501 W. Meadow Street _PO Box if applicable PO Box 490630

City Leesburg Zip Code 34749

C. APPLICATION REQUIREMENTS (Both 1 and 2 are required)

1. X_County library impact fee is assessed within municipality, or

_municipality collects local library impact fee which is equal to or greater than county library impact fee, or

_municipality collects local library impact fee which is less than county library impact fee and remits the difference between local and county impact fee to county.

2. X_Municipality has a library which is a member of the Lake County Library System, or

__is a newly created library which has submitted a letter of intent for the municipality's library to become a Member of the LCLS in accordance with LCC-7.

D. APPROVAL TO SUBMIT APPLICATION (By library governing body or City Administrator)

Signature Name and Title

2. **LIBRARY** INFORMATION

A. NAME OF LIBRARY LEESBURG PUBLIC LIBRARY

B. LIBRARY ADDRESS X_Current Future

Street 100 East Main Street___ City Leesburg___ Zip 34748___

3. PROJECT MANAGER (Library Director)

A. Name Lucy B. Gangone ——————————Telephone 352-728-9791_

Fax 352-326-6635_____E-mail lucy.gangone@leesburgflorida.gov

4. TYPE OF PROJECT

A. CONSTRUCTION

_____ New Building _____Expansion

B. COLLECTIONS

C. EQUIPMENT

_____Public Access Computers Number

_XX_Other (describe) Shelving _____

5. THIS PROJECT IS INCLUDED IN: (Maximum of 5 points) (Mark all that apply)

_____Master Facilities Plan for Lake County Library System
_____City or County Capital Improvement Plan
_X___Lake County Library System Long Range Plan of Service Goal 4
_____Lake County Library System Annual Plan of Service
_____Lake County Library System Technology Plan
_X___Other (Describe) Moved from Leesburg CIP to FY'14 Operating Budget

6. COST OF TOTAL PROJECT (Estimated) $11,560

7. AMOUNT REQUESTED (Maximum of 10 points) $11,560

8. % OF PROJECT ELIGIBLE FOR IMPACT FEES 100%

9. PRIMARY SOURCE OF IMPACT FEES: (Maximum of 10 points)

X Applicant contributes to countywide library impact fee fund (10 points)
_Applicant collects and retains impact fees locally (-10 points)

10. PROJECT HISTORY (Maximum of 5 points)

A. Is this a new project request:

X Yes

No Year of 1st Request_____

B. Has project previously received funding from library impact fees?

Yes X No

If Yes, was the project request_____partially or_____fully funded?

Year/s _____ Amount ____

11. PROJECT NARRATIVE - (No more than 3 pages, Maximum of 30 points)

a. Briefly describe project (0-5)
b. Include justification for use of impact fees (0-5)
c. Establish need for the project (0-5)
d. Describe how the project will benefit the local community (0-5)
e. Describe how the project will benefit county-wide library service (0-5)
f. Provide an itemized cost estimate for equipment requests (0-5)

12. APPLICANT PRIORITY RANKING (If requesting more than one project)_____

13. INITIAL YEAR OF PARTICIPATION 2002 (Applicant must have been a participant In a previous calendar year to be eligible for funding)

14. COMPLETED BY: Lucy B. Gangone Date: 1/27/14

RETURN THIS FORM TO: DIRECTOR
LAKE COUNTY LIBRARY SYSTEM
2401 Woodlea Road, Tavares, FL 32778

Staff Use Only

Project Rating _____ Project Ranking_____
Recommended Level of Funding _____
Approved Level of Funding _____
Comments _____

Lake County Library Impact Fees
Project Application
City of Leesburg

11. PROJECT NARRATIVE

1. Briefly describe project: The project is the purchase of four (4) additional double-sided metal shelving browsers for the storage and display of the Library's DVD collection.

2. Include justification for the use of impact fees: The Lake County Board of County Commissioners Policy LCC-63 on "Library Impact Fee Application and Distribution Project" defines the purpose of impact fees "to provide a source of revenue to fund the construction of or improvement of the county library system necessitated by growth as delineated in the capital improvement element of the comprehensive plan."

3. Establish need for the project: The Leesburg Public Library owns almost 5,000 DVDs for the adult audience as of 1/8/2014. The Library is currently in the process of placing the DVDs in locked cases so the collection can be directly accessed by the patron from open shelves in the public areas, improving customer service and minimizing staff time. The current shelving of two (2) double-sided metal shelving browsers accommodates approximately 1,000 DVDs. The addition of four (4) additional browsers will add capacity for another 2,000 DVDs which can be shelved for direct public access.

4. Describe how the project will benefit the local community: The Library's DVD collections are heavily used by patrons; on the average, 34% of the Library's total monthly circulation is for DVDs. Many of the Library's patrons do not have subscriptions for video streaming services, and rely upon the Library for free access to video resources.

5. Describe how the project will benefit county-wide library service: The Library's DVD collection may be borrowed through intra-library loan by any resident holding a valid Lake County Library System borrower's card, and may be requested through intralibrary loan. Many Lake County residents do not have subscriptions for video streaming services, and rely upon the libraries in the system for free access to video resources.

6. Provide an itemized cost estimate for equipment requests:

Quantity	Item Description	Unit Price	Total Price
4	Double-sided shelving frame	$448	$1,792

8	Back Panel	280	$ 2,240
40	Shelves	115	4,600
4	Signage & fixtures for each unit	70	280
16	Casters	38	608
8	End Panel	255	2,040
TOTAL			$11,560