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MEMORANDUM

TO: Howey-in-the-Hills Planning Board
CC: J. Brock, Town Clerk
FROM: Thomas Harowski, AICP, Planning Consultant
SUBJECT: Annual Capital Improvements Update
DATE: March 18, 2024

Each year state statute requires the Town to update the five-year capital improvements schedule to make adjustments to the planned capital expenditures and to add a new fifth year to the program. While this update is an amendment to the comprehensive plan, the update is done by local ordinance and does not go through the formal review process used for other comprehensive plan amendments. A draft of the local ordinance is included in the board packet.

The Town Council has held several workshops to review the capital improvements plan and made adjustments to the plan based on:

- The removal of completed projects
- The addition of new projects recommended by the staff and Council
- The modification of continuing projects based on a change in the project scope and/or a change in the cost estimate
- The removal or modification of proposed projects based on changes in priorities and/or Council policies

The affected items are Table 20 of the Capital Improvements Element which includes most projects and Table 20A which identifies needed traffic management projects for use in the “fairshare” assessment program. Each project is identified by title and potential funding source or sources, and project expenditures are then allocated across the five-year program. The first year of the program is most important as this is the year that is linked to the current budget. While the Town Council has discussed the amendment package in some detail, the Town’s policies require the proposed amendment to be presented to the Planning Board for comment and recommendation.