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## MEMORANDUM

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State law requires that the Town annually update its five-year capital improvements program. The most recent update to the Five-Year CIP was done last year as the FY 2023-2027 annual update. During last year's review the Town went through an extensive review of each project included in the five-year capital program to construct the five-year plan. This work will form a solid base for updating the program this year. The Twon Manager has already initiated the process of reviewing the line-item projects so that completed projects may be removed; ongoing projects can be revised as necessary; and new projects submitted for consideration.

While the Town is "required" to update the CIP there is no sanction for failing to do so, nor is there a requirement to demonstrate that the CIP is financially feasible. However, in order to keep the Town's comprehensive plan in compliance with State requirements, we are again proceeding with the update to the CIP based on the most recent adopted budget, and on changes that have occurred since the CIP was last updated.

The revised Table 20 assigns capital projects to one of five areas including Public Services, Police Department, Library, Community Facilities and Parks and Recreation. Table 20A summarizes the transportation projects that may figure into transportation "fair share" projects generated by new development projects. Each project is identified by title, total project cost and year or years when expenditures are anticipated. Note that the CIP Total may differ from the Total Cost for a project as some expenditures for an individual project may be projected to occur beyond the five-year window of the current CIP. In subsequent updates additional expenditures will be planned for these projects. The funding source column identifies a likely funding source or sources.

Please keep in mind that the CIP as presented is simply a plan for capital expenditures and not a specific budget. It is likely that project amounts, funding sources and timing for projects will change as circumstances dictate. Changes from the current five-year capital improvements plan reflect projects that have been completed; changes to existing projects; any new projects that have been identified; and modifications to

projects already on the list. In most cases modifications consist of moving anticipated projects to outer years in the five-year plan as resources were not available to allow budgeting in the current year.

The Town is working on potable water and sewage treatment options that will expand the Town's ability to provide these services. Until the water and sewer service limitations are addressed, new development approvals will be limited to those projects that have or can provide for water and sewer service. Transportation issues related to primary intersections will also need to be addressed for specific projects through the Town's "fair share" contributions programs when deficiencies are projected by the required traffic studies.

None of the other projects shown in the capital improvements plan are based on the need to address shortfalls in the Town's ability to meet its designated levels of service as set out in the comprehensive plan. This condition is the "concurrency" requirement, which all comprehensive plans must meet. The concurrency requirement states that the Town must be able to demonstrate its ability to provide necessary public services at the designated level of service at the time the impacts of development occur. If this requirement cannot be met, the Town may not issue approvals for new development. If services cannot be provided, either the Town or the developer can provide for capital facilities investments keyed to the date when development impacts are expected. These expenditures would then be reflected in the CIP. The Lake County School District is currently experiencing deficiencies in the schools serving Howey-in-the-Hills, and any proposed development will need to work with the School Board to address this deficiency before the Town may approve a development. The adopted level of service for the services provided by the Town are presented in Policy 1.2.3 of the Capital Improvements Element and include:

# **POLICY 1.2.3:**

Adopted Level of Service Standards. The following levels of service are hereby adopted and shall be maintained for existing or previously permitted development and for new development or redevelopment in the Town or in the Town utility service area.

## Sanitary Sewer:

Dwelling Unit - 120 gallons per day, per resident

## **Potable Water:**

Overall System Demand - 242.0 gallons per day, per resident Residential Demand Only - 150.8 gallons per day, per resident

# Solid Waste:

6 lbs. per day, per capita

Transportation:	Level of Service
Principal Arterial	"C" based on Average Annual Daily
Traffic	
Minor Arterial	"D" based on Average Annual Daily
Traffic	

Major Collector "D" based on Average Annual Daily Traffic Minor Collector and Local "D" based on Peak Hour Directional

# **Recreation and Open Space:**

6.5 acres of park space per 1,000 residents

(Note: the level of service for stormwater is a complex table included in Policy 1.2.3 but not replicated here. Stormwater management compliance is done on a site-by-site basis with the designated level of service met on site and evidenced by the Town's approval of a subdivision plan or site plan and issuance of a permit by the St. Johns River Water Management District.)

This year the Town is engaged in its periodic review of the comprehensive plan. Concurrently with the update of the capital improvements five-year program, the goals, objectives and policies of the Capital Improvements Element will be reviewed and recommended changes, if any, noted for amendment.