
CAPITAL IMPROVEMENTS ELEMENT GOALS, OBJECTIVES AND POLICIES (~~Rev: Ord. 2013-08~~)

GOAL 8: CAPITAL IMPROVEMENTS

The Town shall ensure adequate and timely public facilities and infrastructure capacity to accommodate existing and future residents and businesses maximizing the use and value of existing facilities, and effectively managing future growth consistent with the level-of-service standards established in the Comprehensive Plan.

8.1 Objective:

Maximize fiscal resources available to the Town for public facility improvements necessary to accommodate existing development, redevelopment, and planned future growth, and to replace obsolete or deteriorated facilities.

8.1.1 Policy:

Ensure capital revenues and/or secured developer commitments are in place to maintain all public facilities at acceptable level of service standards prior to the issuance of new development orders.

~~The Town shall follow the following timing requirements to ensure that adequate public facilities are available to meet level of service standards with the impact of development.~~

- ~~(a) Sanitary sewer, solid waste, drainage, adequate water supplies, and potable water facilities shall be in place and available to serve new development no later than the issuance by the local government of a certificate of occupancy or its functional equivalent. Prior to approval of a building permit or its functional equivalent, the Town shall determine whether adequate water supplies to serve the new development will be available no later than the anticipated date of issuance by the Town of a certificate of occupancy or its functional equivalent.~~
- ~~(b) Parks and recreation facilities to serve new development shall be in place or under actual construction no later than 1 year after issuance by the local government of a certificate of occupancy or its functional equivalent. However, the acreage for such facilities shall be dedicated or be acquired by the Town prior to issuance of a certificate of occupancy or its functional equivalent, or funds in the amount of the developer's fair share shall be committed no later than the local government's approval to commence construction.~~
- ~~(c) Transportation facilities needed to serve new development shall be in place or under actual construction within 3 years after the Town approves a building permit that results in traffic generation.~~

8.1.2 Policy:
Utilize a variety of funding sources to implement capital improvements, within the limitation of existing law. These methods may include ad valorem taxes, general revenues, enterprise revenues, assessments, tax increment, grants, and private contributions, including dedications and/or funds.

8.1.3 Policy:
Ensure that new development bears a proportionate cost for public facility improvements by utilizing a variety of mechanisms to assess and collect ~~impact~~ appropriate fees, dedications and/or contributions from private development.

8.1.4 Policy:
~~Aggressively seek~~ Seek all realistic grant opportunities to fund projects in the Five-Year Schedule of Capital Improvements.

8.1.5 Policy:
Land development regulations established by the Town shall provide for the timely completion and maintenance of the capital improvements required by the Comprehensive Plan.

8.1.6 Policy:
Each review of the Capital Improvements Element shall include a review of the assumptions, projections, needs, and consideration for appropriate and timely renewal of existing facilities according to the following criteria:

- ~~A.4)~~ Emergency and post-disaster mitigation;
- ~~2) Deficiency determination by a Concurrency Management System;~~
- ~~B.3-2)~~ Public involvement in Capital Improvement Program and Budget;
- ~~C.4-3)~~ Existing land development and Town plans;
- ~~D.5-4)~~ Plans of local, county, state agencies including the Loxahatchee Groves Water Control District;
- ~~E.6-5)~~ Accommodation of new development and redevelopment; and,
- ~~E.7-6)~~ Financial feasibility

8.2 Objective:
Provide the necessary capital improvements to replace worn-out or obsolete public facilities, correct service deficiencies and accommodate planned future growth, ~~consistent with the adopted level of service standards.~~

8.2.1 Policy:
Prepare and adopt a Five-Year Capital Improvement Program (CIP) as part of the Town's annual budgeting process. Amend the Five-Year Schedule of Capital Improvements on an annual basis ~~CIP updates~~.

8.2.2 Policy:
The annual update of the Five-Year Schedule of Capital Improvements shall reflect proportionate fair-share and other developer contributions.

- 8.2.3 Policy:
The Five-Year Schedule of Capital Improvements shall be financially feasible.
- 8.2.4 Policy:
The Five-Year Schedule of Capital Improvements shall be consistent with objectives and policies of Comprehensive Plan elements.
- 8.2.5 Policy:
Coordinate proportionate fair share mitigation procedures and payments with ~~Palm Beach County~~ ("PBC"), the Florida Department of Transportation, and the Palm Beach County School District.
- 8.2.6 Policy:
Coordinate planning for the Town improvements with the plans of state agencies, the South Florida Water Management District (SFWMD), ~~Palm Beach County~~ PBC, the Loxahatchee Groves Water Control District and adjacent municipalities when applicable.
- 8.2.7 Policy:
All capital improvements in the Five-Year Schedule of Capital Improvements for which the Town is responsible will be included in the Town's Annual Budget and Capital Improvement Fund.
- 8.2.8 Policy: Reserved
- 8.2.9 Policy:
Use the Town's Unified Land Development Code (ULDC) to ensure that all decisions regarding land use planning and the issuance of development orders and permits consider the availability of public facilities and services necessary to support such development at the adopted LOS standards concurrent with the associated impacts
- 8.2.10 Policy:
Coordinate with road, utility and infrastructure service providers within the Town to ensure that necessary capital improvements are implemented to support new construction and redevelopment.
- 8.2.11 Policy:
Repair, rehabilitate, and replace the Town's capital facilities according to generally accepted engineering principles and guidelines and ensure that facilities and services provided by other agencies are held to the same standard.
- 8.2.12 Policy:
Assess new development a proportionate fair-share of the public facility costs necessary to accommodate the impacts of new development at the adopted levels-of-service through the enforcement of existing public facility funding mechanisms, conditions of development approval, and impact fees. Public facilities include potable water, sanitary sewer, solid waste, drainage, parks, including ~~equestrian~~ multi-use trails and greenways, schools and roadways.

8.2.13 Policy:
Capital improvements associated with the construction of educational facilities are not addressed in the Town's CIP or Five-Year Schedule of Capital Improvements, but rather are the responsibility of the Palm Beach County School District.

8.2.14 Policy:
The Town, in conjunction with the Palm Beach County School District, has the responsibility for implementing the public school concurrency program within Loxahatchee Groves.

8.2.15 Policy:
For public school facilities, a proportionate share mitigation agreement is subject to approval by Palm Beach County School District and the Town.

~~8.2.16 Policy:~~
~~Reserved~~

~~8.2.17 Policy:~~
~~Reserved~~

~~8.2.18 Policy:~~
~~The public school LOS standard is the school's utilization, expressed as a percentage, which is the result of comparing the number of students with the satisfactory Florida Inventory of School Houses (FISH) capacity at a given location, e.g., an elementary facility with 1,000 students and a FISH capacity of 970, has an LOS of 103%. Also referred to as the utilization of a facility.~~

8.3 *Objective:*
Develop and implement a debt management program to assist the Town in providing adequate and timely revenues for scheduled capital improvements.

8.3.1 Policy:
Provided the Town Charter allows such an activity, ~~Loxahatchee Groves~~ the Town may incur debt within generally accepted municipal finance principles and guidelines, and only in relation to the Town's ability to pay for a new capital asset or to significantly extend the life expectancy of a capital asset.

8.3.2 Policy:
Ensure that any increase in operating costs for a new or additional facility is also considered when evaluating the debt to be incurred for a facility.

8.3.3 Policy:
The Town will not provide a public facility, nor accept the provision of a public facility by others, if it is unable to pay for the subsequent annual operation and maintenance costs of the facility.

8.3.4 Policy:
The Town shall adopt standards for debt management prior to incurring any public debt.

- 8.3.5 Policy:
Debt payment shall not exceed the anticipated useful life of a capital improvement and, in no case, shall exceed thirty years.

8.4 *Objective:*
Land use decisions shall be made based upon available or projected fiscal resources in coordination with the Five-Year Schedule of Capital Improvements which maintains adopted level of service standards and meets existing and future facility needs.

- 8.4.1 Policy:
The Town shall determine whether projects in the Five-Year Schedule of Capital Improvements will allow level of service standard to be maintained with a proposed land use change.

- 8.4.2 Policy:
The Town shall provide for the availability of public facilities and services needed to support development concurrent with the impacts of such development.

- 8.4.3 Policy:
In order to coordinate land uses with available and projected fiscal resources, the Town shall include in its annual update of the Five-Year Schedule of Capital Improvements, any appropriate projects listed in the first five (5) years of the PBC ten (10) year Water Supply Facility Work Plan (WSFWP).

8.5 *Objective:*
The Town shall include all projects identified in the policies of the various elements of this Comprehensive Plan that are the responsibility of ~~Loxahatchee Groves~~ the Town and determined to be of relatively large scale and high cost as capital improvements projects for inclusion within the Five-Year Schedule of Capital Improvements.

- 8.5.1 Policy:
Capital improvements shall be provided to: (1) correct existing deficiencies and extend the life expectancy; (2) manage growth, as defined in the Future Land Use Element and the Town's Charter; and/or (3) replace worn-out or obsolete facilities, as indicated in the Five-Year Schedule of Capital Improvements, ~~of this element.~~

- 8.5.2 Policy:
The Town defines a capital improvements project or program as a major, not often-recurring, expenditure that costs or commits at least \$25,000, which has an expected life of at least five (5) years, and which falls into one of the following categories:

- A. Acquisition or lease of land or interests in land for public purposes.
- B. Accommodation of Town growth and improvement of infrastructure services delivery by means of the purchase, lease, construction, rehabilitation, or replacement of:

- i4. A public building or physical facility;

- ii2. Public infrastructure such as roads, drainage canals, parks, trails, or similar projects; and,
- iii3. Equipment supporting the maintenance of infrastructure.

- C. Projects designed to bring the community into immediate compliance with state or federal law or court order. Such projects are not subject to the above cost or life expectancy limits.

A capital improvements project or program is further defined to include any planning, engineering, feasibility or appraisal studies related thereto if the total cost is at least \$10,000. This shall include any studies oriented to defining the initial need for land and/or facilities.

- 8.5.3 Policy:
Normal maintenance activities are not included in the Five-Year Schedule of Capital Improvements.

- 8.5.4 Policy:
The Town shall, as a matter of priority, schedule for funding any capital improvement projects in the Five-Year Schedule of Capital Improvements which are designed to correct existing public facility deficiencies.

- 8.5.5 Policy:
Proposed capital improvements projects shall be evaluated and ranked in order of priority according to the following guidelines:

Whether the proposed project is financially feasible, in terms of its impact upon Town budget potential;

- A. Whether the project is needed to protect public health and safety, to fulfill the Town's legal commitment to provide facilities and services, or to preserve, achieve full use of, or increase the efficiency of existing facilities;
- B. Whether the project prevents or reduces future improvement costs or provides service to areas currently lacking such service;
- C. Whether the project represents a logical extension of facilities and services within the Town; and
- D. Whether or not the proposed project is consistent with plans of State agencies, ~~Palm Beach County~~ PBC agencies and the Loxahatchee Groves Water Control District.

- 8.6 *Objective:*
The Five-Year Schedule of Capital Improvements shall be reviewed by the FAAC on an annual basis as part of the Town budget process. Any revisions and/or amendments to the Five-Year Schedule of Capital Improvements shall be made by the Town Council at that time. Annual updates to ~~Tables 9-1 to 9-3~~ the Five Year Schedule of Capital

Improvements shall be made by Town Council Ordinance and not subject to the comprehensive plan amendment process.

8.6.1 Policy:

The annual update process shall include a review to determine that proposed Five-Year Schedule of Capital Improvements revisions are internally consistent with the Goals, Objectives and Policies of the Comprehensive Plan.

8.6.2 Policy:

All items to address an imminent danger or threat to the public health or safety shall be submitted to the Town Council for decision and appropriate action through the Town Manager. If the obligation duration exceeds one budget year, the item shall be included in the Five-Year Schedule of Capital Improvements.

8.7 *Objective*

~~The Five-Year Schedule of Capital Improvements consists of Tables 8-1 to 8-3.~~

Table 8-1 – Summary of FY 2014 – 2018 Capital Improvements Projects

~~A. Necessary to Maintain LOS Standards: Loxahatchee Groves~~

Comprehensive Plan Element	Project No. and Description	Comprehensive Plan Consistency (Objective/Policy Citation)
Transportation	TRAN-1: Non-District Town Road Survey (1)	Objective 2.6 and Policies 2.2.4, 2.7.1 and 2.7.9 Transportation Element
Transportation	TRAN-2: Collecting Canal Road OGEM surface Improvements (1,2)	Policy 2.1.3 Transportation Element
Transportation	TRAN-3: Okeechobee Traffic Signal @ "D" Rd. (1)	Policies 2.1.4 and 2.2.2, Transportation Element
Transportation	TRAN-4: Town Road OGEM Projects – Specific Future Projects To Be Identified (1,2)	Policy 2.1.3 Transportation Element
Transportation	TRAN-5: Pave/OGEM Surface "D" Road from Southern Blvd. to Collecting Canal	Policy 2.1.3 Transportation Element
Transportation	TRAN-6: LGWCD to Town road transfer costs – Specific Future Projects To Be Identified	Policy 2.1.3 Transportation Element
Drainage Sub-Element	DR-1: Drainage Canal Refurbishment Program (sub to LGWCD)	Policies 3A.1.5 and 3A.1.6 Drainage Sub-Element

Key: TRAN – Transportation; DR – Drainage; LGWCD – Loxahatchee Groves Water Control District.

(1) – Existing Deficiency; (2) – Replacement Project; 3) – To Meet Future Need

**~~B. FY 2014 to 2018 Improvements Necessary to Maintain LOS Standards:
— Outside Agencies~~**

Agency	Project No. and Description	Comprehensive Plan Consistency (Objective/Policy Citation)
Lox Groves Water Control Dist	DR-2: 40-foot Long Front Backhoe lease purchase (1,3)	Objective 3.A.1 Drainage Sub-Element
Lox Groves Water Control Dist	DR-3: Long-Reach Mower lease purchase (1,3)	Objective 3.A.1 Drainage Sub-Element
Palm Beach County School District	PSF 1 Palm Beach County School District 5-Year Capital Budget (FY 2013—2017) By Reference (3)	Policy 8A.3-A Public School Facilities Element
Florida Department of Transportation	FDOT 1: #4282391 Bridge #930402 repair and rehab. West of "D" Road (1)*	Policy 2.2.4 Transportation Element; Policy 9.2.10 Capital Improvements Element
Florida Department of Transportation	FDOT 2: #4193452 Add lanes and reconstruct Southern Boulevard (3)*	Policies 2.2.4 and 2.6.2 Transportation Element; Policy 9.2.10 Capital Improvements Element

*— Project included in the FY 2011—2015 Transportation Improvement Program (TIP) of the MPO.

Key: DR—Drainage; PSF—Public School Facility; FDOT—Florida Department of Transportation

(1)—Existing Deficiency; (2)—Replacement Project; (3)—To Meet Future Need

**~~C. FY 2014 to 2018 Non-LOS Comprehensive Plan-Directed Improvements:
Loxahatchee Groves~~**

Comprehensive Plan Element	Project No. and Description	Comprehensive Plan Consistency (Objective/Policy Citation)
Recreation and Open Space	ROS-1: Equestrian Trails—Linear Park from "A" Road to Folsom Road (1,3)	Objective 2.3 Transportation Element
Recreation and Open Space	ROS-2: Equestrian Trails—Future Projects To Be Identified (1,3)	Objective 2.3 Transportation Element

Key: ROS—Recreation and Open Space

(1)—Existing Deficiency; (2)—Replacement Project; (3)—To Meet Future Need

~~D. FY 2014 to 2018 Other Infrastructure Improvements: Outside Agencies/Private Parties~~

Project No. and Description	Public Agency/Private Party	Comprehensive Plan Consistency (Objective/Policy Citation)
TRAN-7 "F" Road Pavement and OGEM Improvements: Southern Blvd. to Collecting Canal(1,3)	Grove Medical Plaza Site Plan Approval Condition	Policy 2.1.4 Transportation Element

Key: TRAN—Transportation.

(1)—Existing Deficiency ;(2)—Replacement Project; (3)—To Meet Future Need

Table 8-2 FY 2014—2018
Schedule and Cost of Capital Improvements Projects
A. Necessary to Maintain LOS Standards

Project Number*	Fiscal Year Cost (\$ 000's)					Total Cost (Dollars)
	2013/14	2014/15	2015/16	2016/17	2017/18	
TRAN-1	100	100	0	0	0	200,000
TRAN-2	944	0	0	0	0	944,000
TRAN-3	250	0	0	0	0	250,000
TRAN-4	100	0	0	0	0	100,000
TRAN-5	300	0	0	0	0	300,000
TRAN-6	29	29	29	29	29	145,000
TRAN-7	106	0	0	0	0	106,000
DR-1	150	150	150	150	150	750,000
DR-2	62	62	62	62	62	310,000
DR-3	34	34	34	34	34	170,000
FDOT #4282391	119	0	0	0	0	119,000
FDOT##4193452**	5,200	0	0	0	34,500	39,700,000
Totals	7,394	375	275	275	34,775	43,094,000

**Cost includes entire project length (Lion Country Safari to west of Crestwood Blvd).

* - Refer to Table 9-1A, 9-1B and 9-1D.

B. Non-LOS Comprehensive Plan-Directed Improvements

Project Number*	Fiscal Year Cost (\$ 000's)					Total Cost (Dollars)
	2013/14	2014/15	2015/16	2016/17	2017/18	
ROS-1	80	0	0	0	0	80,000
ROS-2	0	100	100	0	0	200,000
Totals	80	100	100	0	0	280,000
PBC School Dist	5-Year Capital Budget (FY 2013—2017) Incorporated By Reference					

* - Refer to Table 9-1C.

Table 8-3 Revenue Sources for Town Directed Capital Improvements Projects

Project Number*	Revenue Source	Fiscal Year Budget (\$000)					Total Cost (Dollars)
		2013/14	2014/15	2015/16	2016/17	2017/18	
TRAN-1	GF/GT	100,000	100,000	0	0	0	200,000
TRAN-2	GF/GT	944,000	0	0	0	0	944,000
TRAN-3	GF/GT	250,000	0	0	0	0	250,000
TRAN-4	GF	100,000	0	0	0	0	100,000
TRAN-5	GF	300,000	0	0	0	0	300,000
TRAN-6	GT	29,000	29,000	29,000	29,000	29,000	145,000
TRAN-7	P	106,000	0	0	0	0	106,000
DR-1	GT	150,000	150,000	150,000	150,000	150,000	750,000
ROS-1	GF	80,000	0	0	0	0	80,000
ROS-2	GF	0	100,000	100,000	0	0	200,000
Town Totals	GF/GT/P	2,059,000	379,000	279,000	179,000	179,000	3,075,000

* Refer to Tables 9-1A, 9-1C and 9-1D.

Revenue Sources: GF-General Fund; GT-Gas Tax; G-Grant; P-Private Source