This is a City-initiated application recommending the City Council **APPROVE** of the annual update to the Comprehensive Plan's Capital Improvements Element (CIE) for Fiscal Years (FY) 2021 to 2025.

PURPOSE

The Capital Improvements Element (CIE) annual update for Fiscal Years (FY) 2021 to 2025 represents the City's modification to the Capital Improvements Schedule of the currently adopted CIE including addition of the new fifth year (FY 2025). The modified schedule includes projects that are needed to meet future demands of development in accordance with Section 163.3202(2)(g), Florida Statutes. While there have been amendments to the Growth Management Act over the years, Florida law continues to require that the CIE and the schedule of capital improvements, also referred to as the Capital Improvement Program (CIP), be reviewed on an annual basis and modified as necessary. The City has also received a comment from the Department of Economic Opportunity requesting the City provide the Five-Year Schedule of Capital Improvements, as required by F.S

While the purpose of the CIE is to consider the need, location and the efficient use of public facilities, the Capital Improvements Schedule demonstrates the fiscal feasibility of the element's goals. This is accomplished by estimating costs of improvements, analysis of the City's fiscal capability to finance and construct improvements, and adoption of financial policies to guide funding. To demonstrate the ability to provide for needed improvements, the City has adopted the Capital Improvement Schedule as part of the Comprehensive Plan. The Capital Improvement Schedule includes a schedule of projects, funding dates, all costs reasonably associated with the completion of the project, and a demonstration that the City has the necessary funding to provide public facility needs concurrent with or prior to previously issued Development Orders or future development.

BACKGROUND

The process of developing the CIE demonstrates that a reasonable, measurable and affordable plan is in place to reduce, eliminate or prevent facility deficiencies within the established specified time frame. The costs of projects may be paid or contracted for in phases, as necessary to meet or maintain the facility's adopted Level of Service (LOS) standard as provided for within the Comprehensive Plan. These facilities include:

1. potable water;
2. sanitary sewer;
3. solid waste;
4. drainage/stormwater; and
5. recreation.

Capital Improvement Plan -Financial Feasibility

Each year City Council adopts an operating budget and a capital improvement budget. The capital improvement budget is the first year of the five-year Capital Improvement Program (CIP). The annual CIE update reflects a subset of the City's recently adopted CIP in that it only includes project schedules that contribute to the above listed facility's LOS. Florida Statutes requires a statement of project financial feasibility, which is demonstrated through the identification of both committed revenue and planned revenue anticipated to undertake project expenditures as shown within the five-year schedule. All projects listed in the City's CIP are considered priority projects and deemed financially feasible.

While legislative changes no longer require the CIP to be financially feasible, the City continues to demonstrate a balanced program. Financial feasibility means that sufficient funding sources (revenues) are available for financing capital improvement projects (expenses) intended to achieve and maintain the adopted LOS standards. The City accomplishes this by adhering to the following fiscal policies, codified in the City's 2013 Fiscal Policy (Exhibit "B")

Population Estimate

Functional population for 2019 is used as the basis for the update. An estimate of functional population is needed to determine if a facility is meeting or exceeding the adopted level of service on a per capita basis. Functional population is defined as the number of people occupying space in the community on a 24 hour per day, seven day-per-week basis. By estimating the functional population of a community, estimations of current and future demand for certain facilities can be improved. The functional population for 2019 was calculated using a combination of the best available data from different sources to arrive at the most accurate population estimate. The base population number came from the University of Florida's Bureau of Economic and Business Research's (BEBR) 2019 population estimate of 15,504 for the City.

Concurrency monitoring allows for the determination of facility needs through the consideration of level of service (LOS), required repairs or renovations that reflect new system capacity and new growth demands for projects. A needs analysis for each facility is summarized below. A relative priority of need among facility type is indicated through the extent of improvements scheduled within the adopted CIP (see attached corresponding facility project schedule Exhibit "A").

LEVEL OF SERVICE ANALYSIS

Facility	Level of Service Standard
Sanitary sewer facilities	80 gallons per capita per day for residential
	1,100 gpapd for non-residential
	115 gpcpd total
Solid waste facilities	3.5 pounds per capita per day (residential)
	0.007 pounds per square foot per day (non-residential)
Drainage facilities	Retention of half of the runoff from a 25-year, 3-day duration storm event on parcels greater than 1 acre or 10-year 3-day duration storm event on parcels less than 1 acre
Potable water	250 gallons per day per equivalent residential connection
Recreation facilities	3 acres of developed community park per 1,000 permanent and seasonal residents
Transportation facilities	LOS E at peak hour for arterials except for certain roadways

Sanitary Sewer

The City is required to maintain a level of service of 1.24 million gallons per day for residential, and 1.1 million gallons per day for non-residential. The approved budget summary demonstrates the service demands are being met and the budget summary is included in the CIE update.

Solid Waste

The City is required to maintain a level of service of residential garbage collection at least 54,425 lbs per day or .64 tons per household per year. For fiscal year 2020, the City collected 91 tons per household per year of residential garbage. Our residential recycle collection for fiscal year 2020 was .38 tons per household per year.

Drainage/Stormwater

Our Public Works Department attests that construction of new surface water management systems and improvements to existing systems will be required to meet design standards outlined in the Land Development Regulations, using a minimum design retention of half of the runoff from a 25-year, 3-day duration storm event on parcels greater than 1 acre or 10-year 3-day duration storm event on parcels less than 1 acre. The City currently has a Stormwater Management Master Plan, which is currently being revised/updated. The City's Stormwater rate was recently increased from

$4.35 to $7.00. The City does not have a major drainage project within the first 3 years of the CIP schedule. And we do not have any South Florida Water Management District grants at this time.

Potable Water

The City is required to maintain a level of service of 3.875 million gallons per day. The City currently provides water service connections for 4,331 households. The City's maximum capacity is 6 million gallons per day. There are no plans or need to increase our capacity, during this five year planning frame.

Recreation and Open Space

The City is required to maintain a level of service is 45 acres. The City has 10 park areas, totaling 127 acres. The City parks include: Memorial Park and Sailfish (16.6 acres), Flagler Park (4.3 acres), Shepard Park (4.3 acres), Poppleton Creek Dog Park (10.5 acres), Haney Creek Park (78 acres), Guy Davis Sports Complex/10th Street (6.4 acres), Kiwanis Park (2.4 acres), Martin Luther King Park (0.6 acres), and Smith-Turner Park (4.3 acres). The City provides services that include a variety of sports, athletics, youth-based programs and community engagement events.

COMPREHENSIVE PLAN COMPLIANCE

The attached proposed ordinance contains a subset of the City's recently adopted CIP schedules that have been prepared to update the Capital Improvements Element of the Comprehensive Plan. The proposed CIP schedules do not commit the City to any financial expenditure beyond those itemized in the annual Capital Improvement Program (CIP) Budget. The following objective and policies from the Capital Improvements Element of the Comprehensive Plan are applicable to this annual update.

PUBLIC HEARING PROCESS

The ordinance associated with the Comprehensive Plan annual CIE update is a modification to the 5-year schedule of capital improvements and is not a Comprehensive Plan text amendment. Pursuant to Section 163.3177(3)(b), Florida Statues, only one (1) public hearing before City Council is required.

RECOMMENDATION

Staff and the Local Planning Agency, making a finding of consistency with the Comprehensive Plan, recommends to City Council **APPROVAL** of the annual update to the Comprehensive Plan's Capital Improvements Element (CIE) for Fiscal Years (FY) 2021-2025 described herein.

ATTACHMENTS

Attachment: Proposed Ordinance and Exhibit A (CIP Schedule), B (City of Stuart's Fiscal Policy) and C (Budget Summary Report)