

The Village of Indiantown

2050 Comprehensive Plan

Capital Improvements Element

Goals, Objectives and Policies



~~Purpose of The Capital Improvements Element~~ Introduction

The purpose of the Capital Improvements Element is to demonstrate how capital projects identified to maintain Levels of Service or accommodate new growth will be programmed and funded. The Capital Improvements Element also outlines financial policies to guide the funding and construction of improvements in a manner necessary to ensure that capital improvements are provided when required based on needs identified in the Comprehensive Plan. Finally, the Capital Improvements Element requires a system to ensure concurrency among various governmental and quasigovernmental agencies is implemented, pursuant to Florida Statutes.

An important part of the Capital Improvements Element is the creation and implementation of a Capital Improvement Plan (CIP). The CIP should be made of two parts - a capital budget and a schedule of capital improvements. The capital budget is the upcoming year's spending plan for capital projects. The schedule of capital improvements is the plan for capital expenditures. The CIP should contain all the individual capital projects, major studies, equipment and technological purchases a local government needs to maintain functionality and sustainably grow. Standards for development construction and completion timetables and financing plans are also part of the CIP. The CIP is a theoretical blueprint for sustaining and improving the community's infrastructures. It is the coordinating mechanism between strategic planning, financial capacity, and physical development.

Definitions

~~**Capital Improvements Plan (CIP)**- A capital improvement plan, or capital improvement program, is a short-range plan, which identifies capital projects, provides a planning schedule and identifies options for financing the plan. The CIP is a coordinated effort to determine what services the Village will provide, what facilities are needed to provide those services and how the Village will pay for the facilities. Coordination among staff, the public, the federal and state governments is essential in preparing the CIP.~~

Goals

~~Capital Improvements~~

~~The Village of Indiantown shall utilize sound fiscal policies to develop a Capital Improvement Plan that will detail the funding and construction timeline for vital and adequate public facilities.~~

~~Goals, Objectives and Policies~~

GOAL CI1 ~~Capital Improvements~~

The Village of Indiantown shall utilize sound fiscal policies to develop a Capital Improvement Plan that will detail the funding and construction timeline for vital and adequate public facilities.

OBJECTIVE CI1.1 ~~Establish the Capital Improvement Plan Committee~~

The Village of Indiantown shall establish a Capital Improvements Plan Committee (CIPC) each year by January 15 to review, prioritize and select projects for the 5 Year Schedule of Capital Improvements Plan (CIP) and develop the Annual Capital Budget that will be presented to the Village Council for adoption.

POLICY CI1.1.1 ~~Composition of the Capital Improvement Plan Committee~~

The Village of Indiantown CIPC shall be comprised of a skilled representative from each of the following fields of expertise:

1. Finance
2. Planning
3. Engineering
4. Project Management
5. Representative of the Business Community (i.e.e.g. Business Development Board or ~~Economic Counsel~~Chamber of Commerce)

POLICY CI1.1.2 ~~Financial Member Roles and Responsibilities~~

The CIPC member designated to fill the finance position is responsible for:

1. The assessment of the Village's fiscal capacity so that the Capital Budget is based upon what can feasibly be funded
2. Analyzing financial risk, as detailed in ~~Policy CI1.3.1.A~~ Policy CI1.2.11 ~~("Financial Risk Assessment")~~

3. Identification of funding mechanisms, including long-term financing strategies
4. Establishing financial goals
5. Advising the Village Council on the need for Capital Reserves
6. Creating content for Annual Capital Budget
- ~~7. Equity Review of the Annual Capital Budget~~

POLICY CI1.1.3 ~~Planning Member Roles and Responsibilities~~

The CIPC member designated to fill the planning position is responsible for:

1. Evaluating each ~~project~~ Capital Improvement Project and its effect upon the Level of Service ~~for each approved Capital Improvement Project~~
2. Evaluating projects' effect, if any, upon urban sprawl. ~~Approved Capital Improvement Projects shall, to the maximum extent possible be environmentally and economically feasible and discourage urban sprawl.~~
3. Coordinating land use and ~~advising on~~ Smart Growth Principles ~~(as described in the Future Land Use Element Policy L1.3.1)~~ when in evaluating potential Capital Improvement Projects.
4. Identification of capital facilities and projects that are needed in order to meet the established Level of Service
5. Promoting the development of designated urban infill areas
6. Coordinating conversation and review of proposed projects with the following agencies:
 - a. Martin County Metropolitan Planning Organization
 - b. The Treasure Coast Regional Planning Council
 - c. The Martin County School Board Local Planning Agency Member
 - d. The Village of Indiantown Local Planning Agency
 - e. The South Florida Water Management District
7. Equity Review of the Annual Capital Budget

POLICY CI1.1.4 ~~Engineering Member Roles and Responsibilities~~

The CIPC member designated to fill the engineering position is responsible for:

1. Identifying and annually reviewing capital and maintenance projects for public works and Village infrastructure including ~~roadways, sidewalks~~ transportation and mobility, potable water, sewer and drainage

2. Identifying and annually reviewing capital and maintenance projects for utilities infrastructure, as applicable
3. Evaluating and analyzing projects for energy efficiency and sustainability. ~~Approved Capital Improvement Projects shall, to the maximum extent environmentally and economically feasible, encourage sustainability and energy efficiency.~~
4. Provide engineering knowledge and expertise, as applicable

POLICY CI1.1.5 ~~Project Management Member Roles and Responsibilities~~

The CIPC member designated to fill the project management position is responsible for:

1. Coordinating public input mechanisms
2. Gathering and documenting public input to be used in the project selection process
3. Drafting and editing the 5 Year Schedule of Capital Improvements and the Annual Capital Budget Report
4. Documenting and presenting the annual public feedback on the desired vision for future development

POLICY CI1.1.6 ~~Business Representative Member Roles and Responsibilities~~

The CIPC member designated to fill the business representative position is responsible for:

1. Reviewing the proposed capital improvement projects and identifying any potential challenges ~~it~~ they may pose to the business community.
2. Reviewing the proposed capital improvement projects with any applicable business organizations. ~~Board(s)~~
3. Soliciting and reporting local business community feedback on the proposed ~~capital improvement plan~~ CIP.

OBJECTIVE CI1.2 ~~Schedule of Capital Improvements~~

In the first quarter of each fiscal year, the Capital Improvement Plan Committee, shall draft a 5 Year Schedule of Capital Improvements.

~~Policy~~**POLICY CI1.2.1 Types of Projects to be Considered**

The ~~Village of Indiantown~~CIPC shall consider the following types of projects when developing the CIP:

1. Projects that correct identified deficiencies in public facilities
2. Construction, extension or increase in capacity of public facilities
- ~~3. Projects that provide land improvements, plus any studies oriented to defining the initial need for land and/or facilities.~~
- ~~4.3.~~ Improvements to parks and recreation facilities
4. Projects which promote sustainability
5. Projects included in the Mobility Plan

POLICY CI1.2.12 Existing Deficiencies will be Prioritized

The ~~Village of Indiantown~~CIPC shall prioritize projects that correct deficiencies in existing public facilities over new construction, where economically and environmentally feasible.

POLICY CI1.2.23 Prioritized List of Projects

The CIPC shall identify and rank capital public facility needs in order of priority according to the following guidelines:

- a. Project demand, as determined by an inventory of existing land, equipment and facility conditions.
- b. Return on investment, cost savings or revenue generation
- c. Sustainability or energy efficiency improvements
- d. Economic, environmental, aesthetic or social impacts
- e. Public health, safety or other legal concerns
- f. Supports a safe and efficient multimodal transportation network

POLICY CI1.2.34 Martin County School Board Strategic Plan

The ~~Village~~CIPC shall consider and incorporate any applicable ~~policies~~projects in the Martin County School Board District Wide Strategic plan into its CIP that would be directly affect or be affected by an approved capital improvement project.

POLICY CI1.2.45 Financial Analysis

The CIPC shall review financial data, including historic and projected local government revenues, expenditures and debt to

assess the Village's ability to pay for proposed projects and to suggest and select appropriate financing tools.

POLICY CI1.2.56 Funding Mechanisms

The ~~Village of Indiantown~~CIPC may use a variety of funding mechanisms to fund projects and help the community achieve financial goals, subject to relevant legal requirements. Examples of such mechanisms include but are not limited to:

- Ad Valorem taxes
- Code Enforcement Fines~~7~~
- Gas Tax
- Discretionary Sales Tax
- Tourist Development Tax
- Enterprise Funds
- Tax Increment Financing
- Franchise Fees
- Impact Fees~~7~~
- Mobility Fees
- Service Fees~~7~~
- Developer Contributions~~7~~
- Federal, ~~and~~ State and Local Funds and/or Grants
- Donations

POLICY CI1.2.67 Evaluating Potential Opportunities

The ~~Capital Budget Committee~~CIPC shall identify and document potential ways to ~~complete fund~~ a proposed project, including but not limited to funding opportunities from the following ~~agencies~~sources:

1. Federal Programs and Projects
2. State Programs and Projects
3. Regional Programs and Projects
4. County Programs and Projects

POLICY CI1.2.78 Establishing Financial Goals

The ~~Capital Budget Committee~~CIPC shall establish financial goals in the CIP that result in:

- a. Good or continually improving credit rating

- b. Competitive stance in seeking state or federal funds and grants
- c. Avoidance of unnecessary expenditures

POLICY CI1.2.89 ~~Utilize Existing Resources and Reduce Material Consumption~~

The ~~Capital Budget Committee~~CIPC shall consider properties, equipment, technology and local amenities that can be recycled or repurposed rather than purchasing new.

POLICY CI1.2.910 ~~Financial Benefit~~

The ~~Capital Budget Committee~~CIPC shall estimate and document the financial benefit the proposed project may generate. Financial benefit shall be defined as revenue generation, a measurable increase in operational productivity, or a quantifiable return on investment.

POLICY CI1.2.1011 ~~Financial Risk Assessment~~

The ~~Capital Budget Committee~~CIPC shall evaluate the financial risk of a proposed project based upon:

- a. Operational risk- amount of resources the Village is posed to lose if the proposed project is unsuccessful or cannot produce anticipated results.
- b. Economic Risk- the potential effect a proposed project could reflect on the credit rating of the Village.
- c. Legal Risk- changes in industry, regulatory and tax laws that could affect ~~profit margin of~~ a proposed project.
- d. Environmental Risk- the risk of a project that is vulnerable to environmental changes or natural disasters.
- ~~e. Reputational Risk- the risk of the effect "bad project decisions" has on potential eligibility for financial funding opportunities.~~

POLICY CI1.2.1112 ~~CIP Details~~

The Village ~~of Indiantown's~~ CIP shall list capital projects that provide for adequate public facilities. The plan shall include the following details:

- a. Project description
- b. Funding year
- c. Project justification

- d. Cost ~~E~~estimate
- e. Estimated ~~M~~aintenance ~~C~~ost
- f. Funding and financing sources
- g. Area map(s), photos, graphs and other applicable conceptual illustrations

POLICY ~~CI1.2.12~~13 ~~Public Review~~

The draft ~~Capital Improvement Plan~~CIP shall be made available for public review and commenting prior to the evaluation and adoption process by the Village Council. The public and private sectors are encouraged to recommend projects to the CIPC.

POLICY CI1.2.14

The CIPC shall annually solicit public feedback regarding desired future development in order to maintain the vision of the Village of Indiantown.

POLICY CI1.2.15

The CIPC shall continually evaluate the condition of existing public facilities and recommend projects that would refurbish or replace facilities that are deficient.

OBJECTIVE ~~CI1.3~~ ~~The Annual Adoption of the Capital Improvements Plan~~

By September 30th of each year, the Village ~~of Indiantown~~Council shall, through the coordination of the Village Manager and Capital Improvement Plan Committee, evaluate, provide comments and adopt the Capital Improvement Plan Report which includes a 5 Year Schedule of Capital Improvements.

POLICY ~~CI1.3.1~~ ~~Administration Evaluation of the Capital Improvements Plan~~

Upon completion of the draft ~~Capital Improvements Plan~~CIP, the CIPC shall submit the plan to the Village Manager for evaluation, comment and recommendation prior to consideration by the Village Council.

POLICY CI1.3.12 ~~Village Council Evaluation and Approval of the Capital Improvements Plan~~

The Village Council shall review and evaluate the draft CIP, ~~+5 Year Schedule of Capital Improvements and Capital Budget~~ annually based on the following:

A. Financial Review -

1. Estimated return on investment the project would provide to the Village
2. Identified cost savings or revenue generation
3. The financial risk assessment provided by the financial member of the CIPC

B. Policy: Public Acceptance Review-

1. Public's positive or negative perception of the project
2. Public's vision for the future development of the Village

C. Policy: Political Acceptance Review -

1. Desire implement the project
2. Desire to fund the project
3. Perceived level of necessity of the project

D. Policy: Equity Review-

1. Perceived equity to stakeholders regarding costs and consequences of the project

E. Policy: Administrative Review

1. Evaluate the level of complexity to manage, maintain, enforce and monitor the project.

POLICY CI1.3.23 ~~Capital Improvements Plan and the Annual Capital Budget~~

After the adoption of the Capital Improvements Schedule, the Annual Capital Budget Report ~~will~~ shall include in its capital appropriations all projects in the CIP that are planned for expenditure during the next fiscal year. The Financial member of the CIPC ~~will~~ shall assume responsibility incorporating the projects into the Capital Budget.

POLICY CI1.3.34 ~~Five Year Schedule of Improvements~~

The 5 year Capital Improvements Plan ~~is~~ shall be adopted and updated by the Village ~~of Indiantown~~ Council each September, as Appendix A to the Capital Improvements Element. The Plan establishes the estimated project cost, and entity responsible for completing ~~the~~ each projects. The plan ~~will~~ shall serve as the

VILLAGE OF INDIANTOWN - Roadway and Stormwater Capital Improvement Projects

Project Title		5 Years	10-15 Years	> 15 Years	Funding Source
1	Booker Park Drainage and Roadway Improvements	\$2,374,495			FDOT LAP Grant
2	Drainage and Roadway Improvement Designs: Uptown Neighborhood, Yahala East, Yahala West, Indian Mound Dr., SE Osceola St.	\$700,000			FDOT LAP Grant & Village of Indiantown
3	Seminole Drive Drainage and Roadway Improvement	\$700,000			CDRC 2019 Neighborhood Revitalization Grant
4	CIP #1 (SW Yahala St. - East) Drainage and Roadway Improvements		\$547,000		TBD
5	CIP #2 (Stormwater Treatment Uptown) Drainage and Roadway Improvements	\$528,000			TBD
6	CIP #3 (SW Yahala St. - West) Drainage and Roadway Improvements			\$643,000	TBD
7	CIP #4 (SW Indian Mound Dr.) Drainage and Roadway Improvements			\$628,000	TBD
8	CIP #5 (SE Osceola St.) Drainage and Roadway Improvements		\$3,707,000		TBD
9	Roadway Pavement Annual Maintenance Program		\$935,000	\$935,000	VOI Public Works
TOTAL		\$4,302,495	\$5,189,000	\$2,206,000	

~~**OBJECTIVE CI1.4 Annual Review of the Capital Improvement Plan**~~

~~The Village Council shall annually review the CIP to seek to ensure that adequate facility capacity is available to serve final development orders, including those issued by the Village prior to the adoption of the Comprehensive Plan.~~

~~**POLICY CI1.4.1 Continual Evaluation**~~

~~The CIPC members shall continually evaluate the condition of existing public facilities and recommend projects that would refurbish or replace facilities that are deficient.~~

~~**POLICY CI1.4.2 Village Vision for Future Capital Projects**~~

~~The CIPC shall annually solicit public feedback regarding desired future development in order to maintain the vision of the Village of Indiantown.~~

OBJECTIVE ~~CI1.54~~ ~~Capital Improvement Plan Vision~~

The ~~policies of this objective~~Village Capital Improvement Plan and budget planning shall reflect the vision of the Village of Indiantown.

POLICY ~~CI1.54.1~~ ~~Rural Character and Small-Town Feel~~

The CIP shall, to the maximum extent economically and ~~sustainably~~environmentally feasible, reflect the Village's desire to preserve the rural characteristics and small town feel of ~~the Village of~~Indiantown.

POLICY ~~CI1.54.2~~ ~~Alternative Modes of Transportation~~

The CIP shall, to the maximum extent economically and ~~sustainably~~environmentally feasible, promote alternative forms of transportation, as identified in the Transportation Element Objective T1.2~~Alternative Forms of Transportation~~, and its corresponding ~~p~~policies.

POLICY CI1.4.3

The CIP shall, to the maximum extent economically and environmentally feasible, discourage urban sprawl.

POLICY CI1.4.4

The CIP shall, to the maximum extent economically and environmentally feasible, encourage sustainability and energy efficiency.

POLICY ~~CI1.54.35~~ ~~Revitalization of Urban Core~~

The Village shall coordinate with local, state and federal agencies in gaining assistance in the planning, financing and implementation of ~~development efforts~~capital improvements aimed at revitalizing the urban core of the Village ~~of Indiantown~~.

~~POLICY CI1.5.4~~ ~~Neighborhood Revitalization~~

~~The Village of Indiantown shall partner with state programs that assist in promoting economic development and neighborhood revitalization.~~

POLICY CI1.54.56 Sustainable Development

The Village of Indiantown shall promote the rehabilitation and reuse of existing facilities where economically and environmentally feasible ~~in recognition of the environmental and economic benefits to the community.~~

POLICY CI1.4.7

The Village shall identify local, state and federal funding in order to assess its vulnerabilities and strengthen the current infrastructure to protect against natural disasters.

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