



VILLAGE OF KEY BISCAINE

Office of the Village Manager

MEMORANDUM

Village Council

Mayra P. Lindsay, *Mayor*

Franklin H. Caplan, *Vice Mayor*

Luis F de la Cruz

Gary R. Gross

Allison McCormick

Brett G. Moss

Katie Petros

Village Manager

John C. Gilbert

DATE: June 20, 2017

TO: Honorable Mayor and Members of the Village Council

FROM: John C. Gilbert, Village Manager

RE: FY2018-2022 (FY17-21) Capital Improvement Projects (CIP)

Enclosed is a preliminary 5-year CIP for FY18-22. For this Budget Workshop I am recommending that we focus on funding FY18 Projects.

The attached Proposed CIP includes three (3) new recommended Projects for FY18 totaling \$575,000. The total amount of funds needed for all proposed Projects for FY18 is \$3,972,324 and will be entirely funded by the excess revenue over expenditures in the General Fund Budget.

A reevaluation of all previous Capital Improvement Projects resulted in a transfer of (3) Projects into the General Fund Budget. In addition, a total of four (4) Projects have been completed to-date.

No final decisions are made at this workshop. Final action will be taken at our Budget Hearings in September.



Village of Key Biscayne
PROPOSED Capital Improvement Plan
Fiscal Years 2018 - 2022

Village of Key Biscayne
Capital Improvement Plan - Summary

FY2018-FY2022

	Encumbered FUNDS	
Restricted/Committed Reserves		
Building Inspections	\$2,259,562	Restricted-For Building Department expenditures only
Compensated Absences	\$646,556	Assigned-25% of total Employee time banks
Emergencies	\$4,000,000	Committed - For emergency expenses (i.e. natural disasters)
Fire Code Violations	\$298,573	Restricted- For Fire prevention expenditures
Fire Grant Revenue (UASI)	\$37,543	Restricted-Urban Area Security Initiative Grant-Anti Terrorist Training & Equipment
Fire Rescue Transport Fees	\$1,624,339	Committed-Used to offset costs of providing Fire Rescue transportation
Labor Negotiations	\$90,000	Committed-To cover costs resulting from labor negotiations that exceed budgeted amounts
Law Enforcement Seizures	\$200,017	Restricted-May only be used for law enforcement purposes
Prepays	\$443,083	Nonspendable-Prepaid insurance
Land Acquisition/Open Space Land Trust	\$6,137,028	Restricted- To purchase land (open space)
Working Capital	\$2,755,137	Assigned-To fund proposed capital improvement needs
Sub-Total Restricted Reserves	\$18,491,838	

		FY2018	FY2019	FY2020	FY2021	FY2022
		Funds Needed	Funds Needed	Funds Needed	Funds Needed	Funds Needed
Assigned Reserves						
Burying Powerlines	\$698,530	\$1,528,575	\$1,528,575	\$1,528,575	\$1,528,575	\$1,528,575
Community Center Equip Reserve	\$23,617	\$80,000	\$25,000	\$25,000	\$25,000	\$25,000
Community Center Expansion	\$21,954	\$50,000	\$0	\$0	\$0	\$0
Landscape Master Plan	\$75,227	\$0	\$0	\$0	\$0	\$0
Maint Reserve- Community Center	\$224,365	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Maint Reserve- Fire Station	\$232,601	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Maint Reserve- Police/Admin	\$52,751	\$150,000	\$100,000	\$100,000	\$100,000	\$100,000
Master Plan Initiatives (MPI)	\$18,583	\$0	\$0	\$0	\$0	\$0
Playing Fields	\$0	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000
Recreation Facilities	\$0	\$400,000	\$0	\$0	\$0	\$0
Traffic Calming Plan	\$335,389	\$0	\$0	\$0	\$0	\$0
Village Goes Green	\$87,809	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
Village Hall Parking Lot Purchase	\$1,500,000	\$0	\$0	\$0	\$0	\$0
Sub-Total Assigned Reserves	\$3,270,826	\$2,493,575	\$1,938,575	\$1,938,575	\$1,938,575	\$1,938,575
Total Restricted/Assigned	\$21,762,664	\$2,493,575	\$1,938,575	\$1,938,575	\$1,938,575	\$1,938,575

Capital Improvement Plan- SEE ATTACHED LIST OF PROJECTS FOR EACH CATEGORY LISTED BELOW						
Cultural	\$315,238	\$0	\$0	\$0	\$0	\$0
Information Technology	\$259,498	\$156,000	\$156,000	\$106,000	\$106,000	\$106,000
Maintenance	\$504,870	\$490,300	\$145,300	\$255,300	\$145,300	\$145,300
Public Safety- Fire	\$95,000	\$0	\$0	\$0	\$0	\$0
Building, Zoning, Planning & Public Works	\$2,589,090	\$495,000	\$475,000	\$475,000	\$470,000	\$450,000
Recreation and Open Space	\$1,449,409	\$337,449	\$125,000	\$125,000	\$125,000	\$125,000
Sub-Total CIP Encumbrances	\$5,213,104	\$1,478,749	\$901,300	\$961,300	\$846,300	\$826,300
Total	\$26,975,768	\$3,972,324	\$2,839,875	\$2,899,875	\$2,784,875	\$2,764,875

Cultural

Description: Non-Operational	*Funding Source(s)	Project Cost	Encumbered FUNDS	FY2018 Funds Needed	FY2019 Funds Needed	FY2020 Funds Needed	FY2021 Funds Needed	FY2022 Funds Needed
VILLAGE ARTWORK- ARTWORK THROUGHOUT THE VILLAGE ONGOING	CIP	\$120,000	\$118,814	\$0	\$0	\$0	\$0	\$0
CULTURAL PARK FACILITY CONSTRUCTION- MATCHING GRANT	CIP	\$400,000	\$196,424	\$0	\$0	\$0	\$0	\$0
Total Cultural			\$315,238	\$0	\$0	\$0	\$0	\$0

Italics: New Project

Funding Source(s):

*CIP- Capital Improvement Plan

Project Manager: Todd Hofferberth, Parks and Recreation Director

Ana Colls, Assistant Parks and Recreation Director

Information Technology

ONGOING PROJECT									
Description: Operational/Restricted	*Funding Source(s)	Project Cost	Encumbered FUNDS	FY2018 Funds Needed	FY2019 Funds Needed	FY2020 Funds Needed	FY2021 Funds Needed	FY2022 Funds Needed	
COMMUNITY CENTER- COMPUTER LAB	CIP	\$48,280	\$48,280	\$0	\$0	\$0	\$0	\$0	\$0
POLICE OPERATING SYSTEMS- SOFTWARE	CIP	\$61,793	\$1,793	\$30,000	\$30,000	\$0	\$0	\$0	\$0
POLICE SERVER AND FIREWALL REPLACEMENT- HARDWARE	CIP	\$87,746	\$3,426	\$20,000	\$20,000	\$0	\$0	\$0	\$0
C.A.D./R.M.S. SYSTEM	CIP	\$636,000	\$106,000	\$106,000	\$106,000	\$106,000	\$106,000	\$106,000	\$106,000
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Description: Non-Operational	*Funding Source(s)	Project Cost	Encumbered FUNDS	FY2018 Funds Needed	FY2019 Funds Needed	FY2020 Funds Needed	FY2021 Funds Needed	FY2022 Funds Needed	
COMMUNITY CENTER PROGRAM	CIP	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0
Total Information Technology			\$259,498	\$156,000	\$156,000	\$106,000	\$106,000	\$106,000	\$106,000

Italics: New Project

Funding Source(s):

*CIP- Capital Improvement Plan

*GFRB- General Fund Reserves- Building Inspections

Project Managers: Michael Fleming, Information Technology Administrator

Charles R. Press, Police Chief

Maintenance

ONGOING PROJECTS	*Funding	Project	Encumbered	FY2018	FY2019	FY2020	FY2021	FY2022
Description: Operational/Restricted	Source(s)	Cost	FUNDS	Funds Needed	Funds Needed	Funds Needed	Funds Needed	Funds Needed
MAINTENANCE- COMMUNITY CENTER EXTERIOR FAÇADE	CIP	\$76,597	\$21,597	\$15,000	\$10,000	\$10,000	\$10,000	\$10,000
MAINTENANCE- OTHER FACILITIES	CIP	\$128,756	\$53,756	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
MAINTENANCE- VILLAGE HALL CAMERAS AND CARD SYSTEM	CIP	\$35,833	\$13,584	\$5,300	\$5,300	\$5,300	\$5,300	\$5,300
REPLACEMENT- TREES	CIP	\$70,913	\$45,913	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
<i>REPLACEMENT- COMM. CENTER WEIGHT ROOM EQUIP</i>	CIP	\$329,314	\$219,314	\$0	\$0	\$110,000	\$0	\$0
REPLACEMENT- COMM. CNTR 2ND FL CARPET/PAINTING	CIP	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0
REPLACEMENT- COMM. CENTER CAMERA SYSTEM	CIP	\$100,000	\$70,706	\$0	\$0	\$0	\$0	\$0
<u>MAINTENANCE- MASHTA BRIDGE</u>	CIP	\$700,000	\$0	\$300,000	\$100,000	\$100,000	\$100,000	\$100,000
<u>MAINTENANCE- STREET LIGHT POLES</u>	CIP	\$190,000	\$0	\$150,000	\$10,000	\$10,000	\$10,000	\$10,000
Total Maintenance			\$504,870	\$490,300	\$145,300	\$255,300	\$145,300	\$145,300

Italics: New Project

Funding Source(s):

*CIP- Capital Improvement Plan

Project Manager: Paul Abbott, Building Manager

Tony Brown, Public Works Superintendent

Public Safety- Fire

Description: Non-Operational	*Funding Source(s)	Project Cost	Encumbered FUNDS	FY2018 Funds Needed	FY2019 Funds Needed	FY2020 Funds Needed	FY2021 Funds Needed	FY2022 Funds Needed
FIRE STATION VENTALATION	CIP	\$95,000	\$95,000	\$0	\$0	\$0	\$0	\$0
Total Public Safety-Fire			\$95,000	\$0	\$0	\$0	\$0	\$0

Italics: New Project

Funding Source(s):

*CIP- Capital Improvement Plan

*CL- Capital Lease

Project Manager: Eric Lang, Fire Chief

Building, Zoning, Planning and Public Works

ONGOING PROJECTS	*Funding	Project	Encumbered	FY2018	FY2019	FY2020	FY2021	FY2022
Description: Operational/Restricted	Source(s)	Cost	FUNDS	Funds Needed	Funds Needed	Funds Needed	Funds Needed	Funds Needed
BEACH RENOURISHMENT- RENOURISHMENT	FEMA/CIP	\$3,100,000	\$505,552	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
DUNE RESTORATION	CIP	\$172,878	\$77,878	\$25,000	\$25,000	\$25,000	\$20,000	\$0
SMALL/MID-SIZE LANDSCAPING PROJECTS	CIP	\$182,136	\$182,136	\$0	\$0	\$0	\$0	\$0
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Description: Non-Operational	*Funding	Project	Encumbered	FY2018	FY2019	FY2020	FY2021	FY2022
	Source(s)	Cost	FUNDS	Funds Needed	Funds Needed	Funds Needed	Funds Needed	Funds Needed
STREET LIGHTING PHASE V- FERNWOOD RD, WESTWOOD DR, WEST HEATHER DR	MPI	\$810,000	\$776,999	\$0	\$0	\$0	\$0	\$0
LIBRARY- PLANNING & CONCEPTUAL DESIGN- *TBD	CIP	\$285,000	\$285,000	\$0	\$0	\$0	\$0	\$0
VILLAGE HALL PARKING GARAGE CONSTRUCTION- *TBD	CIP/DEBT	\$5,980,000	\$250,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
SAFEROUTES TO SCHOOL GRANT	CIP	\$900,000	\$80,000	\$0	\$0	\$0	\$0	\$0
BEACH PARK-CONSTRUCTION- *TBD	CIP	\$300,000	\$293,050	\$0	\$0	\$0	\$0	\$0
ADA IMPROVEMENTS	CIP	\$90,000	\$70,000	\$20,000	\$0	\$0	\$0	\$0
PHASE III- STREET SIGNS- INFORMATIONAL	CIP	\$78,700	\$68,475	\$0	\$0	\$0	\$0	\$0
Total Public Works			\$2,589,090	\$495,000	\$475,000	\$475,000	\$470,000	\$450,000

Italics: New Project

Funding Source(s):

*CIP- Capital Improvement Plan

*CO- Capital Outlay

*GFR- General Fund Reserves

*RI- Roadway Improvement

*MPI- Master Plan Initiatives

***TBD**- Project Estimate ONLY

Project Manager: John C. Gilbert, Village Manager

Tony Brown, Public Works Superintendent

Recreation and Open Space

ONGOING PROJECTS	*Funding	Project	Encumbered	FY2018	FY2019	FY2020	FY2021	FY2022		
Description: Operational/Restricted	Source(s)	Cost	FUNDS	Funds Needed	Funds Needed	Funds Needed	Funds Needed	Funds Needed		
COMMUNITY CENTER GENERATOR	CIP	\$75,000	\$75,000	\$0	\$0	\$0	\$0	\$0		
VILLAGE GREEN IMPROVEMENTS	CIP	\$150,000	\$149,072	\$0	\$0	\$0	\$0	\$0		
Description: Non-Operational			*Funding	Project	Encumbered	FY2018	FY2019	FY2020	FY2021	FY2022
			Source(s)	Cost	FUNDS	Funds Needed	Funds Needed	Funds Needed	Funds Needed	Funds Needed
530 CRANDON PARK CONSTRUCTION	CIP, MPI	\$868,272	\$655,823	\$212,449	\$0	\$0	\$0	\$0		
PRESBYTERIAN CHURCH PLAYING FIELDS	CIP	\$250,000	\$250,000	\$0	\$0	\$0	\$0	\$0		
VILLAGE EXERCISE COURSE	CIP	\$80,000	\$80,000	\$0	\$0	\$0	\$0	\$0		
COMMUNITY CENTER POOL DECK RESURFACING	CIP	\$70,000	\$70,000	\$0	\$0	\$0	\$0	\$0		
401 HAMPTON LANE	CIP	\$206,000	\$68,591	\$0	\$0	\$0	\$0	\$0		
COMMUNITY CENTER FURNITURE, FIXTURES & EQUIPMENT	CIP	\$211,000	\$100,923	\$0	\$0	\$0	\$0	\$0		
<u>MAST ACADEMY TURF REPLACEMENT</u>	CIP	\$625,000	\$0	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000		
Total Recreation and Open Space			\$1,449,409	\$337,449	\$125,000	\$125,000	\$125,000	\$125,000		

Italics: New Project

Funding Source(s):

*CIP- Capital Improvement Plan

*DEV- Developer Contribution- Consultatio Resolution provides for Land Acquisition and/or Community Center Expansion

*MPI- Master Plan Initiatives

Project Manager: Todd Hofferberth, Parks and Recreation Director