



VILLAGE OF KEY BISCAINE

Office of the Village Manager

Village Council
Mayra P. Lindsay, *Mayor*
Edward London, *Vice Mayor*
Franklin H. Caplan
Luis F de la Cruz
Gary R. Gross
Theodore Holloway
Michael E. Kelly

MEMORANDUM

Village Manager
John C. Gilbert

DATE: September 13, 2016
TO: Honorable Mayor and Members of the Village Council
FROM: John C. Gilbert, Village Manager
RE: Five (5) Year Capital Improvements Plan for FY2017-2021

It is requested that the Village Council review the attached Proposed Five (5) Year Capital Improvements Plan (CIP) for FY2017-2021.

During the Budget Workshop (June 21, 2016), the Village Council reviewed and discussed the Five (5) Year CIP for FY2017-2021 and the Restricted/Committed and Assigned Reserves.

Since the Workshop, the following modifications by Department have been made to the CIP:

Manager:

- Category: Assigned Reserve
Project Name: Burying Powerlines (FY2017 Funds Needed column) allocated \$550,050 in order to fund the *1st year's interest payment* to commence the project.

Police:

- Category: Information Technology
Project Name: C.A.D./R.M.S. System (FY2017 Funds Needed column) allocated \$530,000 to satisfy the necessary reporting system upgrades required by Miami-Dade County, FDLE and the FBI.

Parks:

- Category: Recreation and Open Space
Reserve: Community Center Expansion Furniture, Fixtures & Equipment (FY2017 Funds Needed column) allocated \$211,000.

The capital needs for FY2017 total **\$4,339,350** and will be funded partially by the General Fund- Excess Revenues over Expenditures-\$2,844,673 and the remaining balance of \$1,494,677 will be obtained by the Working Capital- Restricted/Committed Reserves line item.



Village of Key Biscayne
PROPOSED Capital Improvement Plan
Fiscal Years 2017 - 2021

Village of Key Biscayne
Capital Improvement Plan - Summary

FY2017-FY2021

	Encumbered FUNDS	
Restricted/Committed Reserves		
Building Inspections	\$1,461,641	Restricted-For Building Department expenditures only
Compensated Absences	\$603,640	Assigned-25% of total Employee time banks
Emergencies	\$4,000,000	Committed - For emergency expenses (i.e. natural disasters)
Fire Code Violations	\$221,023	Restricted- For Fire prevention expenditures
Fire Grant Revenue (UASI)	\$44,480	Restricted-Urban Area Security Initiative Grant-Anti Terrorist Training & Equipment
Fire Rescue Transport Fees	\$1,448,053	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	\$148,713	Restricted-May only be used for law enforcement purposes
Prepays	\$268,176	Nonspendable-Prepaid insurance
Land Acquisition/Open Space Land Trust	\$6,136,934	Restricted- To purchase land (open space)
Working Capital	\$2,938,357	Assigned-To fund proposed capital improvement needs
Sub-Total Restricted Reserves	\$17,361,017	

		FY2017	FY2018	FY2019	FY2020	FY2021
		Funds Needed				
Assigned Reserves						
Burying Powerlines	\$148,480	\$550,050	\$1,528,575	\$1,528,050	\$1,529,650	\$1,530,450
Community Center Equip Reserve	\$20,000	\$50,000	\$0	\$0	\$0	\$0
Community Center Expansion	\$21,954	\$0	\$0	\$0	\$0	\$0
Landscape Master Plan	\$75,227	\$0	\$0	\$0	\$0	\$0
Maint Reserve- Community Center	\$237,646	\$50,000	\$100,000	\$100,000	\$100,000	\$100,000
Maint Reserve- Fire Station	\$95,949	\$150,000	\$0	\$0	\$0	\$0
Maint Reserve- Police/Admin	\$2,751	\$50,000	\$25,000	\$25,000	\$25,000	\$0
Master Plan Initiatives (MPI)	\$18,583	\$0	\$0	\$0	\$0	\$0
Playing Fields	\$451,126	\$500,000	\$0	\$0	\$0	\$0
Recreation Facilities	\$359,734	\$0	\$0	\$0	\$0	\$0
Traffic Calming Plan	\$75,325	\$312,000	\$0	\$0	\$0	\$0
Village Goes Green	\$72,809	\$15,000	\$15,000	\$15,000	\$15,000	\$0
Village Hall Parking Lot Purchase	\$1,500,000	\$0	\$0	\$0	\$0	\$0
Sub-Total Assigned Reserves	\$3,079,584	\$1,677,050	\$1,668,575	\$1,668,050	\$1,669,650	\$1,630,450
Total Restricted/Assigned	\$20,440,601	\$1,677,050	\$1,668,575	\$1,668,050	\$1,669,650	\$1,630,450

Capital Improvement Plan- SEE ATTACHED LIST OF PROJECTS FOR EACH CATEGORY LISTED BELOW						
Cultural	\$276,430	\$50,000	\$0	\$0	\$0	\$0
Information Technology	\$184,871	\$601,000	\$50,000	\$50,000	\$0	\$0
Maintenance	\$500,935	\$255,300	\$60,300	\$60,300	\$170,300	\$60,300
Public Safety- Fire	\$95,000	\$0	\$0	\$0	\$0	\$0
Building, Zoning, Planning & Public Works	\$4,225,488	\$925,000	\$296,000	\$268,000	\$268,000	\$263,000
Recreation and Open Space	\$2,985,340	\$831,000	\$0	\$0	\$0	\$0
Sub-Total CIP Encumbrances	\$8,268,064	\$2,662,300	\$406,300	\$378,300	\$438,300	\$323,300
Total	\$28,708,665	\$4,339,350	\$2,074,875	\$2,046,350	\$2,107,950	\$1,953,750

Cultural

Description: Non-Operational	*Funding Source(s)	Project Cost	Encumbered FUNDS	FY2017 Funds Needed	FY2018 Funds Needed	FY2019 Funds Needed	FY2020 Funds Needed	FY2021 Funds Needed
VILLAGE ARTWORK- ARTWORK THROUGHOUT THE VILLAGE ONGOING	CIP	\$130,006	\$80,006	\$50,000	\$0	\$0	\$0	\$0
CULTURAL PARK FACILITY CONSTRUCTION- MATCHING GRANT	CIP	\$400,000	\$196,424	\$0	\$0	\$0	\$0	\$0
Total Cultural			\$276,430	\$50,000	\$0	\$0	\$0	\$0

Italics: New Project

Funding Source(s):

*CIP- Capital Improvement Plan

Project Manager: Jud Kurlancheek, Building, Zoning and Planning Director

Todd Hofferberth, Parks and Recreation Director

Information Technology

ONGOING PROJECT	*Funding	Project	Encumbered	FY2017	FY2018	FY2019	FY2020	FY2021
Description: Operational/Restricted	Source(s)	Cost	FUNDS	Funds Needed				
COMMUNITY CENTER- COMPUTER LAB	CIP	\$61,993	\$22,993	\$27,000	\$0	\$0	\$0	\$0
POLICE OPERATING SYSTEMS- SOFTWARE	CIP	\$90,000	\$6,000	\$24,000	\$30,000	\$30,000	\$0	\$0
POLICE SERVER AND FIREWALL REPLACEMENT- HARDWARE	CIP	\$115,878	\$55,878	\$20,000	\$20,000	\$20,000	\$0	\$0
<u>C.A.D./R.M.S. SYSTEM</u>	CIP	\$530,000	\$0	\$530,000	\$0	\$0	\$0	\$0
Description: Non-Operational			Encumbered	FY2017	FY2018	FY2019	FY2020	FY2021
			FUNDS	Funds Needed				
COMMUNITY CENTER PROGRAM	CIP	\$100,000	\$100,000	\$0	\$0	\$0	\$0	\$0
Total Information Technology			\$184,871	\$601,000	\$50,000	\$50,000	\$0	\$0

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

Eric Lang, Fire Chief

Maintenance

ONGOING PROJECTS	*Funding	Project	Encumbered	FY2017	FY2018	FY2019	FY2020	FY2021
Description: Operational/Restricted	Source(s)	Cost	FUNDS	Funds Needed				
MAINTENANCE- COMMUNITY CENTER EXTERIOR FAÇADE	CIP	\$21,597	\$21,597	\$0	\$0	\$0	\$0	\$0
MAINTENANCE- OTHER FACILITIES	CIP	\$120,078	\$45,078	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
MAINTENANCE- SIDEWALK REPAIRS	CIP	\$150,000	\$0	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
MAINTENANCE- TRAFFIC CIRCLES	CIP	\$106,000	\$106,000	\$0	\$0	\$0	\$0	\$0
MAINTENANCE- VILLAGE HALL CAMERAS AND CARD SYSTEM	CIP	\$35,833	\$9,333	\$5,300	\$5,300	\$5,300	\$5,300	\$5,300
REPLACEMENT- TREES	CIP	\$85,913	\$20,913	\$25,000	\$10,000	\$10,000	\$10,000	\$10,000
<i>REPLACEMENT: COMM. CENTER WEIGHT ROOM EQUIP</i>	CIP	\$329,314	\$219,314	\$0	\$0	\$0	\$110,000	\$0
<i>REPLACEMENT: COMM. CNTR 2ND FL CARPET/PAINTING</i>	CIP	\$80,000	\$0	\$80,000	\$0	\$0	\$0	\$0
<i>REPLACEMENT: COMM. CENTER CAMERA SYSTEM</i>	CIP	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$0
<i>MAINTENANCE- STREET SIGNS</i>	CIP	\$78,700	\$78,700	\$0	\$0	\$0	\$0	\$0
Total Maintenance			\$500,935	\$255,300	\$60,300	\$60,300	\$170,300	\$60,300

Italics: New Project

Funding Source(s):

*CIP- Capital Improvement Plan

Project Manager: Paul Abbott, Building Manager

Jud Kurlancheek, Building, Zoning and Planning Director

Public Safety- Fire

Description: Non-Operational	*Funding Source(s)	Project Cost	Encumbered FUNDS	FY2017 Funds Needed	FY2018 Funds Needed	FY2019 Funds Needed	FY2020 Funds Needed	FY2021 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	FY2017	FY2018	FY2019	FY2020	FY2021
Description: Operational/Restricted	Source(s)	Cost	FUNDS	Funds Needed				
BEACH RENOURISHMENT- RENOURISHMENT	FEMA/CIP	\$3,100,000	\$2,933,224	\$0	\$0	\$0	\$0	\$0
DUNE RESTORATION	CIP	\$172,878	\$52,878	\$25,000	\$25,000	\$25,000	\$25,000	\$20,000
SMALL/MID-SIZE LANDSCAPING PROJECTS	CIP	\$286,386	\$186,386	\$0	\$25,000	\$25,000	\$25,000	\$25,000
<hr/>								
Description: Non-Operational	*Funding	Project	Encumbered	FY2017	FY2018	FY2019	FY2020	FY2021
	Source(s)	Cost	FUNDS	Funds Needed				
OCEAN LANE DRIVE STREETScape MASTER PLAN	CIP	\$65,000	\$65,000	\$0	\$0	\$0	\$0	\$0
UPLIGHTING LED REPLACEMENT PROGRAM	CIP	\$73,000	\$73,000	\$0	\$0	\$0	\$0	\$0
STREET LIGHTING PHASE V- FERNWOOD RD, WESTWOOD DR, WEST HEATHER DR	MPI	\$810,000	\$810,000	\$0	\$0	\$0	\$0	\$0
BEACH PARK- PLANNING & CONCEPTUAL DESIGN	CIP	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0
LIBRARY- PLANNING & CONCEPTUAL DESIGN	CIP	\$35,000	\$35,000	\$0	\$0	\$0	\$0	\$0
SEPARATED BIKE LANE STUDY	CIP	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0
<u>VILLAGE HALL PARKING GARAGE CONSTRUCTION- *TBD</u>	CIP/DEBT	\$5,980,000	\$0	\$500,000	\$200,000	\$200,000	\$200,000	\$200,000
<u>SAFEROUTES TO SCHOOL GRANT</u>	CIP	\$900,000	\$0	\$80,000	\$0	\$0	\$0	\$0
<u>BEACH PARK-CONSTRUCTION- *TBD</u>	CIP	\$250,000	\$0	\$250,000	\$0	\$0	\$0	\$0
<u>ADA IMPROVEMENTS</u>	CIP	\$200,000	\$0	\$70,000	\$46,000	\$18,000	\$18,000	\$18,000
Total Public Works			\$4,225,488	\$925,000	\$296,000	\$268,000	\$268,000	\$263,000

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: Jud Kurlancheek, Building, Zoning and Planning Director

Recreation and Open Space

ONGOING PROJECTS	*Funding	Project	Encumbered	FY2017	FY2018	FY2019	FY2020
Description: Operational/Restricted	Source(s)	Cost	FUNDS	Funds Needed	Funds Needed	Funds Needed	Funds Needed
COMMUNITY CENTER EXPANSION- CONSTRUCTION	DEV	\$2,069,859	\$1,219,931	\$0	\$0	\$0	\$0
COMMUNITY CENTER GENERATOR	CIP	\$75,000	\$75,000	\$0	\$0	\$0	\$0
VILLAGE GREEN IMPROVEMENTS	CIP	\$172,504	\$52,504	\$120,000	\$0	\$0	\$0
<hr/>							
Description: Non-Operational	*Funding	Project	Encumbered	FY2017	FY2018	FY2019	FY2020
	Source(s)	Cost	FUNDS	Funds Needed	Funds Needed	Funds Needed	Funds Needed
<i>530 CRANDON PARK CONSTRUCTION</i>	CIP,MPI	\$668,272	\$668,272	\$0	\$0	\$0	\$0
VILLAGE GREEN DOG PARK	CIP	\$912,000	\$719,633	\$0	\$0	\$0	\$0
PRESBYTERIAN CHURCH PLAYING FIELDS	CIP	\$250,000	\$250,000	\$0	\$0	\$0	\$0
<u>VILLAGE EXERCISE COURSE</u>	CIP	\$80,000	\$0	\$80,000	\$0	\$0	\$0
<u>COMMUNITY CENTER POOL DECK RESURFACING</u>	CIP	\$70,000	\$0	\$70,000	\$0	\$0	\$0
<u>401 HAMPTON LANE</u>	CIP	\$350,000	\$0	\$350,000	\$0	\$0	\$0
<u>COMMUNITY CENTER FURNITURE, FIXTURES & EQUIPMENT</u>	CIP	\$211,000	\$0	\$211,000	\$0	\$0	\$0
Total Recreation and Open Space			\$2,985,340	\$831,000	\$0	\$0	\$0

Italics: New Project

Funding Source(s):

*CIP- Capital Improvement Plan

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

*MPI- Master Plan Initiatives

Project Manager: Todd Hofferberth, Parks and Recreation Director