



# V I L L A G E   O F   K E Y   B I S C A Y N E

*Village Council*

Michael W. Davey, *Mayor*  
Allison McCormick, *Vice Mayor*  
Luis Lauredo  
Edward London  
Brett Moss  
Katie Petros  
Ignacio J. Segurola

## MEMORANDUM

DATE: June 11, 2019  
TO: Honorable Mayor and Council Members  
FROM: Andrea Agha, Village Manager *AAA*  
RE: Capital Improvement Plan Budget Revision

### RECOMMENDATION

Approve revisions to the FY 2018-2019 Capital Improvement Plan ("CIP"). These changes can be implemented by Resolution since the revisions have no impact on the General Fund Budget's bottom line. This revision will re-appropriate the necessary funding to cover previously obligated projects and additional expenses associated with the 530 Crandon Blvd Construction Project. The proposed revisions are described in detail below and summarized in "Exhibit A".

### BACKGROUND

Budget revisions are periodically required throughout the fiscal year to adjust line item amounts as needed. The FY18-19 CIP adopted by Resolution 2018-40a, requires a revision due to projects that were not included in the budget for FY2019. These projects were approved by Council at prior meetings and have contractual obligations that extend into this fiscal year. Also included in this revision is an allocation of \$794,017 to the 530 Crandon Blvd Construction Project to cover additional costs associated with the project.

The Working Capital Fund Balance on September 30, 2018 was at \$8,275,076. The Village Council adopted a FY18-19 CIP Budget of \$4,612,000, which included a \$1,011,145 transfer from the General Fund, \$83,735 of proceeds from the Safe Routes to School grant, \$235,884 in loan proceeds that would entail future debt service, and \$3,281,236 from the Working Capital reserve.

With this revision, the FY18-19 CIP Budget would increase by \$49,116 for a total of \$4,661,116. As further detailed in Exhibit A, the Village received additional grant proceeds this fiscal year for adaptive signalization and beach monitoring projects totaling at \$285,000. This revision also reallocates funds from the Village Hall Parking Lot – Acquisition line in the amount of \$1,400,000 since the acquisition will not occur during this fiscal year, and funds from the

Powerline Undergrounding Project – Design line in the amount of \$498,506 to be used toward funding the outstanding contractual obligations as further described below. This will zero out the Village Hall Parking Lot – Acquisition line and leave \$301,494 for Powerline Undergrounding Project. Finally, a portion of the reallocated funds was used to eliminate the \$235,884 in loan proceeds, thus eliminating future debt service.

### **Capital Improvement Fund**

The following are projects that were previously approved by Council with existing obligations totaling \$1,153,605 that need to be included in this FY2019 CIP revision. Also, below is an allocation in the amount of \$794,017 for 530 Crandon Blvd Construction Project to fully fund the project.

- **Public Safety Vehicles: Additional \$53,000** The Village Council approved Resolution 2019-07 in the amount of \$287,972 for the purchase of police vehicles and accessories. The FY 2019 adopted budget is \$235,884. Temporary funding for the vehicles was taken from the Fleet vehicle maintenance line item in the Police Department. Vehicle orders were placed in January 2019 and the implementation of the new vehicles is almost complete. The budget amendment refunds the vehicle fleet maintenance line item, although we anticipate year-end savings due to the elimination of the older vehicles.
- **License Plate Reader Crandon: \$75,500** The Village Council approved Resolution 2018-23 in the amount of \$101,118.27 to Cintel, LLC, for the installation of a License Plate Reader on Crandon Boulevard. The Project is to be completed over the summer. This project was not provided carryforward appropriations for FY2019.
- **Adaptive Signalization: \$272,000** The Village Council approved Resolution 2017-56 in the amount of \$235,058.96 to Econolite Systems, Inc., for the installation of adaptive signalization of Crandon Boulevard. The Village Council approved Resolution 2019-03 in the amount of \$41,367.20 to The Corradino Group for the required plans for the Crandon Boulevard Adaptive Signalization project. The Village will receive \$165,000 from the Florida Department of Transportation and \$70,000 from Miami Dade County for this project. This project was not provided carryforward appropriations for FY2019.
- **Beach monitoring: \$99,105** The Village Council approved Resolution 2018-51 in the amount of \$99,105 to EAC Engineering for biological monitoring and physical surveying of the beach. This work is required for permit compliance as it relates to the beach renourishment project. The Village will receive \$50,000 in grant revenue for this project, leaving only \$49,105 to be funded from Village monies. This project was not provided carryforward appropriations for FY2019.
- **Fernwood Lighting: \$345,000** The Village Council approved Resolution 2018-08 in the amount of \$343,999 to AUM Construction for the installation of lighting on Fernwood Road. Lighting has been installed and is awaiting final inspection. This project was delayed due to a vacancy in the Public Works Director position. This project was not provided carryforward appropriations for FY2019.

- **Tot Lot Lighting: \$115,000** The Village Council approved Resolution 2018-07 in the amount of \$113,628.88 to Tapia Luis M. Service, Corp for the installation of lighting in the toddler park. The project was completed on March 15, 2019. This project was delayed due to issues encountered with the possibility of using donated lights. This project was not provided carryforward appropriations for FY2019.
- **Fire Department Lifepak: \$74,000.** The Project entails the purchase of two (2) Lifepak-15 units that are part of the Rescue Trucks. These units monitor a patient's heart rate and serve as a defibrillator. The current Lifepak units were manufactured in 2002 and have reached the end of their useful life. Equipment purchase approved by Council on April 9, 2019. To expedite the purchase of the equipment, the Village utilized other available funds on a temporary basis until this budget revision could be completed.
- **Key Biscayne Presbyterian Church Parking Lot Resurfacing: \$120,000.** On the May 21, 2019 Council Meeting, the Council directed staff to allocate a not to exceed amount of \$120,000 to resurface the Key Biscayne Presbyterian Church parking lot.
- **530 Crandon Blvd construction : \$794,017.** The construction proposal the Village received for the Crandon Boulevard construction is \$794,017 above the approved budget amount, therefore additional funding is required.

**RESOLUTION NO. 2019-\_\_\_\_\_**

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AMENDING THE CAPITAL IMPROVEMENTS PLAN FOR 2019; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on September 25, 2018, the Village of Key Biscayne (“Village) Council adopted a Capital Improvements Plan (the “CIP”) for fiscal year 2018-2019 in order to provide a plan of proposed capital expenditures, the means and methods of financing the projects, and an action plan for the implementation of the projects; and

**WHEREAS**, the Village Manager recommends amending the CIP, as shown on Exhibit “A” attached hereto, (the “Amended 2019 CIP”); and

**WHEREAS**, the Village Council has reviewed the Amended 2019 CIP and desires to approve it; and

**WHEREAS**, the Village Council finds that this Resolution is in the best interest and welfare of the citizens of the Village.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA AS FOLLOWS:**

**Section 1.    Recitals.** That each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

**Section 2.    Amendment.** That the Village Council approves the Amended 2019 CIP. In the event there is a surplus or deficit of funds from a capital improvement project, the Village Manager shall have the authority to reallocate funds in order to implement the Plan.

**Section 3.    Implementation.** That the Village Council authorizes the Village Manager to take any and all actions necessary to implement the intent of this Resolution.

**Section 4.** **Effective Date.** That this Resolution shall be effective immediately upon adoption.

PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
MICHAEL W. DAVEY  
VILLAGE MAYOR

ATTEST:

\_\_\_\_\_  
JENNIFER MEDINA, CMC  
VILLAGE CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

\_\_\_\_\_  
WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.  
VILLAGE ATTORNEY

# EXHIBIT A

**Village of Key Biscayne**  
**Proposed Capital Improvement Plan**  
**Fiscal Year 2019 Budget Amendment**

Funding Source	FY2019 Adopted	FY2019 Proposed Changes	FY2019 Amended Budget
FY2019 Transfer from General Fund	\$1,011,145	\$0	\$1,011,145
(GR) Grant Proceeds - Safe Routes (matching)	\$83,735	\$0	\$83,735
(GR) Grant Proceeds - Adaptive Signalization	\$0	\$235,000	\$235,000
(GR) Grant Proceeds - Beach monitoring	\$0	\$50,000	\$50,000
(DS) Loan Proceeds - Future Debt Service	\$235,884	(\$235,884)	\$0
(WC) Working Capital	\$3,281,236	\$0	\$3,281,236
<b>Total Funding Sources</b>	<b>\$4,612,000</b>	<b>\$49,116</b>	<b>\$4,661,116</b>
<b>Project Description</b>			
Community Center - Facilities	\$75,000	\$0	\$75,000
Community Center Equipment/Furniture - Facilities	\$20,000	\$0	\$20,000
Fire Station - Facilities	\$93,816	\$0	\$93,816
IT Equipment Refresh	\$45,000	\$0	\$45,000
Village Hall - Facilities	\$25,000	\$0	\$25,000
Village Hall Cameras & Card System - Equipment	\$5,300	\$0	\$5,300
Village Hall Server/OS - Equipment	\$15,000	\$0	\$15,000
<b>Total Renewal &amp; Replacement Program</b>	<b>\$279,116</b>	<b>\$0</b>	<b>\$279,116</b>
Patrol Equipment - Radios, Ballistic Vests - Equipment	\$74,500	\$0	\$74,500
Police Operating Systems - IT	\$65,000	\$0	\$65,000
Police Server & Firewall - IT	\$37,500	\$0	\$37,500
<b>Total Public Safety</b>	<b>\$177,000</b>	<b>\$0</b>	<b>\$177,000</b>
Fire Station - Equipment	\$20,000	\$0	\$20,000
Emergency Medical Service - Equipment	\$11,397	\$0	\$11,397
<b>Total Fire Rescue</b>	<b>\$31,397</b>	<b>\$0</b>	<b>\$31,397</b>
Asset Management Software	\$35,000	\$0	\$35,000
Mashta Bridge- design	\$60,000	\$0	\$60,000
Powerline Undergrounding Project - design	\$800,000	(\$290,489)	\$509,511
Saferoutes to School - design	\$145,000	\$0	\$145,000
Village Hall Parking Lot - acquisition	\$1,400,000	(\$1,400,000)	\$0
<b>Total Public Works</b>	<b>\$2,440,000</b>	<b>(\$1,690,489)</b>	<b>\$869,511</b>
530 Crandon Blvd - construction	\$1,032,000	\$586,000	\$1,618,000
Community Center Programming Software - IT	\$41,603	\$0	\$41,603
K-8 School Field & Court Lighting	\$375,000	\$0	\$375,000
<b>Total Recreation &amp; Open Space</b>	<b>\$1,448,603</b>	<b>\$586,000</b>	<b>\$2,034,603</b>
Public Safety Vehicles - Fleet	\$235,884	\$53,000	\$288,884
License Plate Reader Crandon	\$0	\$75,500	\$75,500
Adaptive Signalization	\$0	\$272,000	\$272,000
Beach Monitoring	\$0	\$99,105	\$99,105
Fernwood Lighting	\$0	\$345,000	\$345,000
Tot Lot Lighting	\$0	\$115,000	\$115,000
Fire Department Life Pak	\$0	\$74,000	\$74,000
Key Biscayne Presbyterian Church Parking Lot Resurface	\$0	\$120,000	\$120,000
<b>Projects with Council Authorization</b>	<b>\$235,884</b>	<b>\$1,153,605</b>	<b>\$1,389,489</b>



Total Capital Improvements	\$4,612,000	\$49,116	\$4,661,116
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**PROJECTED FUND BALANCE**

Ending 9/30/2018 Working Capital	\$8,275,076.00
Amount approved by Council at 9/25/2018 Budget Hearing	<u>(\$3,281,236.00)</u>
Available Working Capital	\$4,993,840.00