



LEGISLATIVE MEMORANDUM

TO:	Honorable Mayor and Members of the City Council
FROM:	Suzanne Sherman, City Manager
THRU:	Larry Wojciechowski, Finance Director
DATE:	January 18, 2024
RE:	Resolution 2024-03, amending Resolution 2023-36, adopting the Five-Year Capital Improvements Program for Fiscal Years 2023-2024 through 2027-2028 (first amendment).

SUMMARY:

The following is a summary of the revisions to the Capital Improvements Program/CIP in FY 2024.

Budget Amendment #1 Modifications:

City Manager's Office - Appropriate funding for the following additional citywide funding requests; approved by City Council 09/07/2023 – Total CIP Impact \$5,125,643.

- Information Technology:
 - Storage Area Network project (24IT04) - \$53,410
- Fire Department:
 - P-25 Radio replacement - \$792,415
 - Air Packs/Bottle Replacement - \$195,104
 - New Ladder 7 - \$198,079
 - FS1 Rebuild - Air Filler Station – \$25,000
 - Therman Image Camera - \$35,000
 - Air Pack Cert. Machine Replacement - \$15,000
 - Four-Gas Monitor Replacement - \$35,000
- Parks & Facilities Department:
 - Scoreboards @ Lynbrook & Fred Poppe Regional Park project (24PK02) - \$86,000
 - Tennis Courts Replacements @ Fred Lee Park project (24PK08) - \$231,396
 - Fred Poppe Regional Park Playground Replacement project (24PK15) - \$500,000
 - Three (3) Truck Replacements and one (1) Van - \$218,764
- Police Department:

- 27 Marked Patrol Replacements; Five (5) Admin SUVs; Five (5) Unmarked Sedans; one (1) Unmarked K9 SUV (FY 2024 Police Vehicle Purchase project 24PD07) - \$2,199,975.
- Focus Laser Scanners (FARO) and Livescan Fingerprint - \$150,000.
- Public Works Department:
 - Jupiter & Pace Respan (24PW01) - \$57,500
 - Jupiter & Emmerson NW Respan (24PW02) - \$57,500
 - Replace two (2) Asphalt Roller, one (1) Truck, one (1) Flatbed, and two (2) Zero Turn Mowers - \$275,500

Community and Economic Development Department – Close the following projects – Total CIP Impact (\$3,931).

- Liberty Park Upgrades project (22CD38) – (\$74)
- Liberia Park Benches Installation project (23CD07) – (\$3,857)

Community and Economic Development Department – Transfer funding from the PD CRU Golf Carts project (23PD04) not eligible for Community Development Block Grant (CDBG) funding and return to reserves – CIP Impact (\$47,096).

Community and Economic Development Department – Appropriate funding to the PD CRU Golf Carts project (23PD04) – CIP Impact \$28,540.

Fire Department – Utilize Impact Fees Nexus (32907, 32908, and 32909) to bring projects Brush Truck Station 2 (22FD06), Brush Truck Station 5 High-Water (22FD07), Brush Truck Station 4 (22FD08) and Brush Truck Station 6 (22FD01) to 100% operational readiness; approved by City Council 10/19/2023 – CIP Impact \$345,000.

Growth Management Department - Purchase a replacement Ford F150 truck; approved by City Council 11/02/2023 – CIP Impact \$30,000.

Information Technology Department - Open and assign funding to the Storage Area Network (SAN) project 24IT04; approved by City Council 11/02/2023 – CIP Impact \$187,889.

Parks and Facilities Department – Allocate required FIND Grant matching funding of \$100,000 and appropriate undesignated fund balance of \$100,000 to the Castaway Point Park project (22PK12); approved by City Council 10/19/2023 – CIP Impact \$200,000.

Parks and Facilities Department – Open and assign funding to the Lagoon House Shoreline project (24PK28) for Task Order 23-COPB-Q07; approved by City Council 10/19/2023 – CIP Impact \$38,165.

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Police Department – Appropriate Florida Department of Law Enforcement (FDLE) Grant funding to the Range-Training Facility project (24PD06); approved by City Council 09/19/2023 – CIP Impact \$1,186,060.

Police Department – Appropriate additional funding to the FY 2024 Police Vehicle Purchase project (24PD07) for six (6) CSU vehicles and one (1) K9 SUV; approved by City Council 12/07/2023 – CIP Impact \$277,655.

Police Department - Utilize Impact Fees Nexus (32908 and 32909) funding for two (2) Radar Trailers; approved by City Council 11/14/2023 – CIP Impact \$23,000.

Police Department - Utilize Impact Fees Nexus (32908 and 32909) funding for the FY 2024 Police Impact Fees Vehicles project (24PD08) for six (6) Marked Patrol SUVs, one (1) Unmarked Traffic SUV, and one (1) Marked Training Truck; approved by City Council 10/05/2023 – CIP Impact \$492,970.

Police Department – Utilize Impact Fees Nexus (32907 and 32908) funding for the Main Station Vehicle Shelter project (24PD04) \$120,000 and the Range Equipment Shelter project 24PD05 \$50,000 to purchase various vehicle shelters; approved by City Council 10/5/2023 – CIP Impact \$170,000.

Police Department – Purchase refrigerator storage unit replacement; approved by City Council 10/5/2023 – CIP Impact \$14,000.

Public Works Department - Appropriate additional funding to the Cured-In-Place Pipe project (22SU01) to complete Par and Meadowbrook locations; approved by City Council 11/02/2023 – CIP Impact \$114,720.

Public Works Department – Open and assign funding to the Highland @ C68 Pipe Replacement project (24SU08); approve City Council 10/05/2023 – CIP Impact \$450,000.

Public Works Department – Open and assign funding to the Minton Road Paving project (24GO10) \$1,200,000 and the Waco Road Paving project (24GO11) \$1,200,000; approve City Council 09/19/2023 – CIP Impact \$2,400,000.

Utilities Department – Close the SRWRF Sludge Dewater Facility project (23WS06) – CIP Impact (\$250,000).

Utilities Department - Additional funding to expand the South Region Water Reclamation Facility

Expansion 1 MG to 2 MG project (22WS14) – CIP Impact \$250,000.

Utilities Department - Appropriate Florida State Revolving Funds (SRF) to the South Regional Water Reclamation Facility project (16WS05) – CIP Impact \$6,938,800.

Finance Department – FY 2024 Budget Corrections for the Fiber Optic Expansion Project (24IT02) – Total CIP Impact \$1,265,400.

- General Fund (001) – transfer operating project budgets to capital account - \$264,000.
- Utilities Operating Fund (421) – add project budget - \$1,001,400.

Finance Department – FY 2023 year-end non-rolls reappropriations; previously approved capital funding did not roll to FY 2023 (no issued Purchase Order or Project) - Total CIP Impact \$827,067.

- General Fund (001)
 - Police SWAT Drone - \$15,500
 - Information Technology Vehicle Tag/Title - \$164
 - Survey Truck Balance - \$12,616
 - Ops Supervisor Truck - \$24,000
- LETF 23-05 Fund (101)
 - Police Crash Data Retrieval Kit - \$55,000.
- Storm Water Utility Fund (461)
 - Forestry Head - \$21,417
 - Zero Turn Mower - \$15,000
 - Vac Truck - \$506,483
 - Ops Utility Truck - \$60,523
- Fleet Service Fund (521)
 - Insurance Proceeds – Machinery Equipment (6401) - \$110,458
 - Insurance Proceeds – Light Vehicles (6403) - \$5,906

Finance Department – Project closures and defunding missed in FY 2023; funding rolled to FY 2024 – Total CIP Impact (\$5,708,474).

- Project Closures
 - Uncommitted & Available Funds (14CDBG) – (\$90,898)
 - Home for Warriors (14CD01) - (\$95,321)
 - Campground @ PB Regional Park (16PK08) – (\$3,222,255)
- Project Defunding
 - Lift Stations RTU Replacement (18WS10) – (\$700,000)
 - Public Works Utility Relocation (19WS02) – (\$500,000)
 - Fire Hydrant Replacements (19WS13) – (\$150,000)
 - Sewer System Repair/Replacement (21W07) – (\$800,000)
 - Dual Check Replacement Program (21WS18) – (\$150,000)

Budget Transfers: Transfer of Funds Between Capital Projects/Accounts:

Finance Department – Budget Transfer #14

Transfer funding from capital account 6323/Impr Other Than Buildings (\$75,000) to the Range-K9 Training Area & Shed project (24PD03) \$75,000 to attach FY 2024 Approved Budget – CIP \$0.

Public Works Department – Budget Transfer #24

Transfer funding from capital accounts 6401/Machinery & Equipment (\$301,000) to 6404/Construction Vehicles \$301,000 for a dump truck purchase incorrectly budgeted in FY 2024 – Net CIP Impact \$0.

Budget Transfers: Added/Removed Capital Projects, Addition/Reduction of Funding:

Information Technology Department – Budget Transfer #3

Transfer funding from non-capital account 4603/Computer Hardware to capital account 6413/Network Equipment to purchase replacement domain controllers – CIP Impact \$1,464.

Parks and Facilities Department – Budget Transfer #4

Transfer and assign funding to the City Hall Elevator Modification project (24PK01) \$2,491 and the PD Headquarters Elevator Modification project (24PK10) \$2,491 – CIP Impact \$4,982.

Police Department – Budget Transfer #11

P25 Compliant Mobile and Portable Radios fall below the capitalization threshold of \$5,000 and purchases can no longer be capitalized; transfer funding from capital account 6408/Emergency Communication to a non-capital account to complete the purchase – CIP Impact (\$157,591).

Public Works Department – Budget Transfer #23

Transfer funding from a non-capital account to capital account 6401/Machinery & Equipment towards the purchase of one (1) Replacement Slope Mower - CIP Impact \$157,600.

FY 2023 to FY 2024 Unexpended Project Funding Rolls:

Unexpended funding for 201 projects has been rolled from FY 2023 to FY 2024; the Capital Improvements Program total FY 2024 funding for each project has been amended. Refer to Exhibit “A” for funding details.

REQUESTING DEPARTMENTS:

Finance

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FISCAL IMPACT:

Please refer to Exhibit A for Capital Improvement Program impacting details.

STAFF RECOMMENDATION:

Motion to adopt, by Resolution, the first amendment to the FY 2024 Capital Improvements Program.

ATTACHMENTS:

1. FY 24 First CIP Project Detail Summary_ Exhibit A-01.18.2024_Final
2. Resolution 2024-03