

# CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

## EXECUTIVE SUMMARY

The Capital Improvements Element commences in fiscal year ~~2016~~ 2024 and identifies potential projects by year for a five-year period. The primary thrust of the Element is to present generalized needs and funding of projects.

## DEFINITIONS

The following definitions apply within this Element:

**Capital Improvements** are any major non-recurring expenditure, or any expenditure for physical facilities having an estimated useful life in excess of ten years and an acquisition cost of \$10,000 or more.

**Schedule of Capital Improvements (SCI)** is a schedule of approved projects and equipment to be built or purchased by the local government during a specified multi-year period.

A five-year programming period has been chosen to correspond to the requirements in Florida Statutes, Section 163. Long-term needs have also generally been identified to allow a data base for future programs. The program is revised annually in light of changed conditions and past accomplishments.

## LOCAL POLICIES AND PRACTICES

Local practices to guide the timing and location of capital improvement projects weigh needs against projected revenue sources, including the availability of grants. ~~The Town does not have a formalized procedure for prioritizing capital improvements. The Town prepares a rolling five-year Capital Improvement Project plan that is presented to Town Council every budget cycle. Some of the considerations for projects in the five-year plan are as follows. However, it does use the following set of considerations in balancing project needs with available funds:~~

- Public health, safety, and welfare benefits of the facility;
- Degree of public benefit;
- Maintenance of established levels of service, including prevention of future capital costs;
- Critical nature of facility need;
- Financial feasibility;
- Overall distribution of projects between facility types and geographical location.
- Quality of life and timing issues – balancing public improvement needs with general welfare and inconvenience.

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Staff discusses annually with the Town Council the schedule, prioritizes the projects, and makes any changes to the five-year plan.

This informal process has proven very effective for the Town which, because of its small size and nearly fully developed state, is able to keep close tabs on the nature of its facility needs. However, the Town should consider establishing a more formal ranking system for use in the future.

### **EXISTING AND FUTURE PUBLIC EDUCATION FACILITIES**

Educational facilities in Palm Beach are located on Seaview Avenue and Cocoanut Row (Palm Beach Public School and Palm Beach Day Academy) adjacent to Seaview Park. The Palm Beach Public School and the Palm Beach Day Academy are directly adjacent to each other; the Public School is owned and operated by the Palm Beach County School Board, and the Day Academy privately owned and operated. The public school serves kindergarten through fifth grade classes and the Palm Beach Day Academy serves Pre-K through ninth grade classes.

The Town of Palm Beach maintains a minimum level of service for transportation, potable water and sanitary sewer, recreation and open space, and fire-rescue.

### **EXISTING AND FUTURE HEALTH CARE FACILITIES**

There are no health care facilities located in the Town of Palm Beach. Good Samaritan Hospital is located in the City of West Palm Beach the near vicinity of the Flagler Memorial Bridge which is a major access point at the north central portion of the Town. St. Mary's Hospital and JFK Hospital are also both located within 15 minutes driving time from most parts of the Town.

The Town of Palm Beach will not need to provide any services should any of these health care facilities need to expand in the future.

### **SUMMARY OF BUDGETED CAPITAL ITEMS**

The Town's proposed Schedule of Capital Improvements (SCI) and budget for FY 2016 2024 (carry-over) through FY 2028 are provided as appendices to this Element. Appendix A includes the "Pay-as-you-Go" schedule of improvements and Appendix B includes the "Accelerated Capital Improvement Projects" schedule. Appendix C is Recreation Fund capital improvements for FY2017 through FY2021. These programs and budgets reflect the needs identified in the various Elements of the Comprehensive Plan as well as other capital needs identified by the Town. No projects or needs have been identified that are necessary to maintain the Town's various levels of service. The Town also has no level of service deficiencies. Because of the very limited anticipated growth in the Town over the next five to ten years (as shown in the population projections found in the Future Land Use Element), most of the existing infrastructure can continue to support the needs of the Town's residents. Many of the projects identified in the Schedule of Capital Improvements are those needed for maintenance of the infrastructure to

## CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

further ensure that the adopted LOS standards are met or exceeded, and the Town is taking a proactive approach to address these matters rather than waiting until the infrastructure maintenance becomes critical.

Other activities that will be undertaken within the next five years are not listed because they are subject to funding from other sources (such as the Florida Department of Transportation) or because their costs do not qualify as capital expenditures.

### CAPITAL IMPROVEMENT PROGRAM PROJECT DESCRIPTION

#### **Wastewater Pump Station Improvement**

A Town Wide assessment of existing wastewater pump stations was completed March 2016. Through the Accelerated Capital Improvements Program, the majority of the critical deficiencies were addressed. This assessment identified the remaining deficiencies and prioritized improvements along with providing budgetary estimates for addressing the deficiency. Priorities have been identified for the next 5 years.

**Project Budget** ————— **\$5,955,000**

Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)

#### **Stormwater Pump Station Improvement**

A Town Wide assessment of existing stormwater pump stations was completed December 2015. Through the Accelerated Capital Improvements Program, the majority of the critical deficiencies were addressed. The one stormwater pump station that still needs significant upgrades is the D-14 Stormwater Pump Station which is addressed as an individual project within this section. The remaining deficiencies have been identified for the next 5 years.

**Project Budget** ————— **\$3,995,000**

Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)

#### **Undergrounding Utility Lines Town Wide**

The residents of the Town of Palm Beach passed a referendum in March 2016 to fund the Town Wide Undergrounding of all utilities. The Town expects to move forward on the first phase of construction in May 2017. The overall project will take 6 to 10 years to complete.

**Project Budget** ————— **\$90,000,000 (estimated)**

Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)

## CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

### **D-14 Stormwater Pump Station — \$5,065,000**

The D-14 Stormwater Pump Station is located adjacent to the Intracoastal Waterway in the north west corner of the Society of the Four Arts parking lot next to the Lake Trail. A number of the station's mechanical, electrical, and structural components are showing signs that they are approaching the end of their life expectancy. Major mechanical components that have been identified for replacement include the main pumps, duty pump, pump cans, discharge pipe, valves, blower, and generator. Major electrical components that have been identified for replacement include the service to the station, motor control center, control panels, panel boards, disconnect, automatic transfer switch, conduit, wiring, site lights, and interior lights. Major structural components that have been identified for replacement include the access ladders, access grating, door frames, and modifications to the wetwell access. The improvements to the mechanical and electrical components of the project will also necessitate structural modifications to accommodate the new mechanical and electrical components. Replacement of these major components that are approaching their life expectancy will increase the reliability of the station and allow the station to continue to provide stormwater protection for its surrounding area.

#### **Project Budget — \$5,065,000**

Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)

### **Bradley Place Roadway Improvements**

Accelerated Capital Improvements Program, 2013 Bond, funds were allocated to correct roadway drivability issues, drainage, curbing sidewalk and update curb ramps to ADA standards where possible. Improvements also include replacing the existing street lights along the corridor and "trombone" style mast arms at Sunrise Avenue with a decorative mast arm that meets the current State windload criteria

#### **Project Budget — \$2,095,000**

Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)

### **Street Lighting Upgrade, South Ocean Boulevard, Sloan's Curve to Lake Worth Road**

Accelerated Capital Improvements Program, 2013 Bond funds were allocated to replace the existing FPL-owned cobra head lighting system on the existing power line poles and replace them with decorative street light poles and fixtures. A new underground conduit and wire system will need to be installed. The poles and fixtures will match those along SR A1A south of Lake Worth Road.

#### **Project Budget — \$2,500,000.00**

## CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

~~Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)~~

### **Landfill Improvements**

~~Accelerated Capital Improvements Program, 2013 Bond funds were allocated for improvements at the Town owned and operated landfills. The landfills are in need of some general upgrades and improvements. These improvements include: replacement of the existing structure at the Skees Road site, new access roads at the Okeechobee site, and landscaping at both.~~

~~**Project Budget** \$435,000~~

~~Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)~~

### **Mast Arm Replacement/Upgrades**

~~Accelerated Capital Improvements Program, 2013 Bond funds were allocated for the replacement and/or upgrade to the Town owned and operated traffic signals. The majority of the traffic signal poles in the Town were installed in the early 1970's. The poles do not meet the current wind load standards. Some of these 1970's era poles have been replaced by FDOT with upgraded poles along South County Road at Hammon Avenue, Worth Avenue, and Peruvian Avenue. The town has requested FDOT upgrade their poles at other locations in the Town. The existing "trombone" style poles will be replaced with a decorative pole that meets the current State windload criteria.~~

~~**Project Budget** \$2,362,500~~

~~Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)~~

### **Mid-Town Drainage Improvements**

~~Accelerated Capital Improvements Program, 2013 Bond funds were allocated for the replacement and/or upgrade of drainage improvements in the 400 block of Worth Avenue, a collection of small undersized pipes pieced together to drain puddles. This project will consist of construction of a proper drainage collection system and rebuilding the roadway surface. Drainage improvements also include the D-6 and D-7 basins with the possibility to make multiple interconnects between the basins to equalize storm water flows when one basin has greater flows than the other or if pumps in one station were to fail.~~

~~**Project Budget** \$2,797,000~~

~~Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)~~

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### **Lake Trail Paving and Drainage Improvements**

Accelerated Capital Improvements Program, 2013 Bond funds were allocated for improvements on the Town maintained Lake Trail pedestrian path. Pavement and drainage along Lake Trail from Royal Palm Way to Reef Road are in need of significant improvements. These improvements also include the Lake Trail access paths.

**Project Budget** ————— **\$2,300,000**

Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$5,000 annually.)

### **North County Road Drainage Improvements (from Wells Rd. to Miraflores Dr.)**

Accelerated Capital Improvements Program, 2013 Bond funds were allocated for improvements to develop alternatives for protecting the grass medians and improving drainage along North County Road from Wells Road to Miraflores Drive. The budget shown below excludes construction costs and is only for design and bid phase services.

**Project Budget** ————— **\$690,000**

Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$3,000 annually.)

### **Ocean Outfall Abandonment**

Accelerated Capital Improvements Program, 2013 Bond funds were allocated for the abandonment/ elimination of all stormwater discharge to the beach. This effort will include the rerouting of the stormwater at each of the identified locations.

**Project Budget** ————— **\$1,192,500**

Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$3,000 annually.)

### **Drainage Basins D-2 and D-9 Interconnect**

Accelerated Capital Improvements Program, 2013 Bond funds were allocated for the analysis of the efficiency of the D-2 and D-9 Stormwater Drainage Basins and to improve the basins' efficiency through the installation of an interconnect.

**Project Budget** ————— **\$1,000,000**

Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$3,000 annually.)

### **Queens Lane, Monterey Road, Onondaga Avenue, and Orange Grove Road Drainage Improvements**

## CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

~~Accelerated Capital Improvements Program, 2013 Bond funds were allocated for improvements that include roadway regrading, curb replacement, and catch basin upgrades. Construction for this project is to be coordinated with the utility undergrounding conversion effort.~~

~~**Project Budget** ————— **\$2,060,780**~~

~~Operating Budget Impact: There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$5,000 annually.)~~

### **Joint Wastewater Transmission Pipeline (Interlocal Agreement with the City of West Palm Beach)**

~~Accelerated Capital Improvements Program, 2013 Bond funds were allocated for improvements to the City of West Palm Beach/Town of Palm Beach shared wastewater pipeline. The pipe, which discharges into the East Central Regional Wastewater Treatment Facility, is beginning to fail at the joints. The improvements will consist of lining the existing pre-stressed concrete cylinder pipe.~~

~~**Project Budget** ————— **\$3,338,037** (Town of Palm Beach portion)~~

~~Operating Budget Impact (TOPB): There will be no increase to personnel. Operating costs associated with the project should minimally increase. (Repairs and Maintenance < \$7,500 annually.)~~

## **IMPLEMENTATION**

### **THE TOWN OF PALM BEACH CAPITAL IMPROVEMENT ELEMENT**

The Town presently employs a five-year Schedule of Capital Improvements (SCI) as an integral part of its annual budgeting process. Each year, the Town Manager, the Town Staff, and the Town Council (acting as the LPA) formally, and in a public meeting, will review the Schedule of Capital Improvements (SCI) to ensure its consistency with the Capital Improvements Element [\(CIE\)](#).

As a function of this review, the CIE will be examined for:

- Updating revenue sources, unanticipated expenses, and completion of scheduled projects.
- Consistency, both internally and with respect to other Plan Elements.
- The means for correcting identified deficiencies.
- The progress of the Town in securing financing, and other assistance from other agencies, to implement the Town's Program.



## CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

- Progress of the private development community in meeting the requirements expressed within the individual Plan Elements.
- The Town's progress towards meeting, and its ability to maintain, its adopted level of service standards.
- The Town's progress toward implementing its intergovernmental coordination responsibilities.
- Quality of life and timing issues – balancing public improvement needs with general welfare and inconvenience.

The Schedule of Capital Improvements (SCI) will be amended annually to reflect the above described review.

### **STATE REQUIREMENTS FOR THE CAPITAL IMPROVEMENT ELEMENT**

Pursuant to § 163.3177(3)(a), Fla. Stat., comprehensive plans are required to contain a Capital Improvements Element that is designed to consider the need and location of public facilities. The Capital Improvement Element should be designed to encourage the efficient use of public facilities and contain the following.

- A component that outlines principles for construction, extension, or increase in capacity of public facilities, and principles for correcting existing public facility deficiencies that are necessary to implement the comprehensive plan. The components must cover at least a five (5)-year planning period.
- Estimated public facility costs, including a delineation of when facilities will be needed, the general location of the facilities, and projected revenue sources to fund the facilities.
- Standards to ensure the availability of public facilities and the adequacy of those facilities to meet established acceptable levels of service.

A Schedule of Capital Improvements (SCI) is a schedule of approved projects and equipment to be built or purchased by the local government during a specified multi-year period. Those projects that are necessary to achieve the adopted level-of-service standards are maintained for the five (5)-year period must be identified as either funded or unfunded and given a level of priority for funding. The SCI related to transportation planning must address transportation improvements included in the applicable Metropolitan Planning Organization's Transportation Improvement Program adopted pursuant to § 339.175(7) and (8), Fla. Stats., to the extent that such improvements are relied upon to ensure concurrency and financial feasibility.



# CAPITAL IMPROVEMENT ELEMENT

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Where applicable, the Capital Improvement Plan shall also include a list of projects necessary to achieve the pollutant load reductions attributable to the local government, as established in a basin management action plan regarding total maximum daily loads for watersheds and basins tributary to the waterbody, pursuant to § 403.067(7), Fla. Stats. Lastly, the Capital Improvements Element must be reviewed by the local government on an annual basis. Modifications to update the five (5)-year capital improvement schedule may be accomplished by ordinance and do not require amendments to the local comprehensive plan.

### INTRODUCTION

~~The purpose of this Element is to evaluate the need for public facilities, as identified in the other Plan Elements; to estimate the cost of improvements for which the Town of Palm Beach has fiscal responsibility; to analyze the Town's fiscal capability to finance and construct such improvements; and to adopt financial policies to guide funding and construction of capital improvements when required, based on needs identified in the other Plan Elements.~~

### TOWN OF PALM BEACH CAPITAL IMPROVEMENT ELEMENT

~~In the Town of Palm Beach, the primary purpose of the Capital Improvement Element is the assessment of need for public facilities and the cost estimation of the improvements for which the Town of Palm Beach has fiscal responsibility. to analyze the Town's fiscal capability to finance and construct such improvements; and to adopt financial policies to guide funding and construction of capital improvements when required, based on needs identified in the other Plan Elements.~~ The Capital Improvement Element demonstrates the Town's fiscal capability to finance and construct such improvements. Additionally, the Capital Improvement Element provides financial policies to guide funding and construction of capital improvements when required, based on needs identified in the other Comprehensive Plan Elements, primarily the Infrastructure Element.

The Capital Improvement Element of the Plan has been developed based upon the following.

1. Public facility needs identified in other Plan Elements.
2. Identification and analysis of revenue sources and funding mechanisms available for capital improvement financing.
3. Analysis of local practices guiding the timing and location, extension, or increase in capacity of local public facilities.
4. Analysis of the general fiscal implications of current deficiencies and future needs for each type of public facility.
5. Analysis of the costs of capital improvements for mitigation of existing deficiencies, replacement, and new growth needs.

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6. Analysis of the impact of new or improved public educational and health care systems and facilities on provision of infrastructure.
7. Analysis of the timing and location of capital improvements to public facilities to support efficient land development and the goals, objectives, and policies in the Future Land Use Element.
8. An assessment of the Town's ability to finance capital improvements based upon anticipated population and revenues.
9. Analysis of quality of life and timing issues to balance public improvement needs with general welfare and inconvenience.

The budgeting for the subject Capital Improvements Element commences in Fiscal Year 2023 and identifies potential projects by year for a rolling five (5) -year period, beginning in 2024 and ending in 2028. The Capital Improvement Element presents a generalized needs analysis and funding mechanism for the list of capital projects. A capital project is a multi-year, large-budget effort that aims to improve existing infrastructure, create new infrastructure, or make some other large change or improvement to public land, property, or equipment.

The Town defines a capital expenditure as the cost(s) associated with the acquisition of land, improvements to land, buildings, vehicles, machinery, equipment, works of art, infrastructure and other tangible or intangible assets that are used in operations and that have an initial useful life extending beyond a single reporting period, as illustrated in the graphic below.

Capital Expenditures  
Town of Palm Beach

FY2023

### CAPITAL EXPENDITURES

The Town of Palm Beach defines a "capital expenditure as the cost(s) associated with the acquisition of land, improvements to land, buildings, vehicles, machinery, equipment, works of art, infrastructure and other tangible or intangible assets that are used in operations and that have an initial useful life extending beyond a single reporting period. Capital expenditures with the following minimum dollar threshold are recognized as depreciable as recommended by GFOA Best Practices:

- Infrastructure - \$50,000
- Computer Software - \$25,000
- Machinery, equipment, vehicles and office furniture - \$5,000
- Computers - \$3,000

Exhibit 11-1 FY 2023 Capital Expenditures

## CAPITAL IMPROVEMENT ELEMENT

### DATA AND ANALYSIS

The five- (5) year programming period has been chosen to correspond to the requirements in Chapter 163, F.S. The long-term needs have also generally been identified to allow a database for future programs. The program is revised annually considering local conditions and past accomplishments.

Local practices to guide the timing and location of capital improvement projects weigh needs against projected revenue sources, including the availability of grants. The Town does not have a formalized procedure for prioritizing capital improvements. However, it does use the following set of considerations in balancing project needs with available funds.

- Public health, safety, and welfare benefits of the facility.
- Degree of public benefit.
- Maintenance of established levels of service, including prevention of future capital costs.
- The critical nature of facility needs.
- Financial feasibility.
- Overall distribution of projects between facility types and geographical location.
- Quality of life and timing issues to balance public improvement needs with general welfare and inconvenience.

This informal process has proven very effective for the Town which, due to the limited size that the Town is build out, and has instituted the Lucity software, the Town is able to monitor public facilities and services.

### **SUMMARY OF BUDGETED CAPITAL ITEMS**

The Town's proposed SCI reflects the needs identified in the various Elements of the Comprehensive Plan as well as other capital needs identified by the Town. The Town also has no level of service deficiencies. Due to the limited anticipated growth in the Town over the next five (5) to 10 years (as shown in the population projections found in the Future Land Use Element), most of the existing infrastructure can continue to support the needs of the Town's residents. Many of the projects identified in the Schedule of Capital Improvements are those needed for maintenance of the infrastructure to further ensure that the adopted **level of service** (LOS) standards are met or exceeded, and the Town is taking a pro-active approach to address these matters rather than

Other activities that will be undertaken within the next five (5) years are not listed as they are subject to funding from other sources (such as the Florida Department of Transportation) or due to their costs not qualifying as capital expenditures.

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Table 11-1 displays the infrastructure capital projects proposed for Fiscal Year 2024.

**Table 11-1**

Pay-as-you-go Capital Improvement Plan FY2024 Budget									
Item #	Location	Accumulated Project Budget Through FY23	FY2023 Available Balance as of 9/1/23	FY2024 Estimated	FY2025 Estimated	FY2026 Estimated	FY2027 Estimated	FY2028 Estimated	FY2029-2038 Total
Pavement Management		\$5,841,879	\$6,732,274	\$-	\$1,200,000	\$1,800,000	\$1,200,000	\$1,300,000	\$6,400,000
Town Wide Parking Program		\$6,325,524	\$1,688,101	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$4,000,000
14 County Rd Improvements		\$1,600,000	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Intersection Traffic Signals		\$1,500,000	\$1,437,814	\$-	\$-	\$-	\$-	\$-	\$-
Crosswalk Improvements		\$1,000,000	\$687,187	\$-	\$-	\$-	\$-	\$-	\$-
Town-wide Sidewalk and Curb		\$-	\$-	\$300,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
West Arm Replacement		\$118,155	\$7,272	\$-	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
Drainage System		\$4,549,388	\$88,444	\$88,000	\$2,080,000	\$818,000	\$1,640,000	\$178,000	\$4,803,000
1 D-2 Palms Way		\$368,370	\$200,000	\$-	\$200,000	\$200,000	\$1,000,000	\$-	\$1,200,000
2 D-2 Tanger Avenue		\$-	\$-	\$200,000	\$1,400,000	\$-	\$-	\$-	\$1,600,000
3 D-4 Royal Palm Way		\$-	\$-	\$-	\$-	\$140,000	\$-	\$-	\$140,000
4 D-7 Australian Avenue		\$20,000	\$-	\$-	\$-	\$-	\$140,000	\$-	\$160,000
5 D-8 Country Club Road		\$1,475,983	\$183,087	\$-	\$-	\$-	\$-	\$-	\$-
6 D-13 Temple Avenue		\$1,345,033	\$180,153	\$-	\$-	\$-	\$-	\$-	\$-
7 D-14 Four Arts		\$-	\$-	\$-	\$-	\$-	\$125,000	\$-	\$125,000
8 D-17 Clamond Avenue		\$-	\$-	\$125,000	\$475,000	\$-	\$-	\$-	\$600,000
9 D-18 El Billo Way		\$1,588,457	\$-	\$-	\$-	\$-	\$-	\$-	\$-
10 Stormwater Pumpstation Condition Assessment		\$100,000	\$100,000	\$-	\$-	\$-	\$-	\$-	\$-
11 Resiliency Implementation		\$-	\$-	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$400,000
12 Seagrass Survey - Stormwater		\$20,000	\$-	\$-	\$-	\$-	\$-	\$-	\$-
13 Stormwater PumpStation		\$25,000	\$11,360	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
14 Minor Drainage Improvements		\$83,049	\$53,647	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
Sanitary Sewer System		\$15,811,138	\$4,233,363	\$1,235,000	\$2,745,000	\$405,000	\$235,000	\$235,000	\$5,405,000
1 A-4 The Sheddens		\$412,000	\$158,800	\$-	\$-	\$-	\$-	\$-	\$-
2 A-4 Royal Palms Way (S of D-2)		\$-	\$-	\$2,000,000	\$-	\$-	\$-	\$-	\$2,000,000
3 A-6 Royal Palm Way/Highway 1		\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
4 A-7 Island Road/Country Road		\$484,878	\$10,447	\$-	\$-	\$-	\$-	\$-	\$-
5 A-39 Phipps Park		\$547,113	\$24,850	\$1,100,000	\$-	\$-	\$-	\$-	\$1,100,000
6 A-41 Palm Beach Per 3 Golf Course		\$-	\$-	\$-	\$500,000	\$-	\$-	\$-	\$500,000
7 A-42 Ballantyne Condominium		\$30,000	\$50,000	\$-	\$-	\$-	\$-	\$-	\$80,000
8 A-43 Atlantic of Palm Beach		\$40,000	\$40,000	\$-	\$-	\$200,000	\$-	\$-	\$240,000
9 C-1 Middlebrook Road		\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
10 C-2 Middlebrook Trail		\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
11 C-3 Garden Road Drive		\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
12 C-4 Country Club Drive		\$1,400,715	\$275,111	\$-	\$-	\$-	\$-	\$-	\$-
13 C-5 Tanger Avenue		\$2,277,063	\$44,866	\$-	\$-	\$-	\$-	\$-	\$-
14 C-11 El Vado Way		\$-	\$-	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$100,000
15 C-2 Royal Palms Way (S of A-5)		\$50,000	\$16,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
16 C-3000 - 21 In Total		\$-	\$-	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$200,000
17 Land Implementation		\$4,505,508	\$3,225,148	\$-	\$-	\$-	\$-	\$-	\$-
18 Stormwater Pumpstation Condition Assessment		\$100,000	\$100,000	\$-	\$-	\$-	\$-	\$-	\$-
19 Resiliency Implementation		\$-	\$-	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$400,000
20 Stormwater PumpStation		\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
21 Sanitary Sewer Air Release Valve (ARV)		\$84,182	\$84,182	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
Town Facilities		\$8,139,458	\$3,287,384	\$11,680,404	\$3,124,489	\$8,877,887	\$3,888,941	\$1,688,179	\$24,719,814
1 Bradley Park Restrooms and Tree House		\$-	\$-	\$208,063	\$130,376	\$270,416	\$260,059	\$18,958	\$1,078,862
2 Central Fire Station - Emergency Operations C		\$149,000	\$26,887	\$208,063	\$130,376	\$270,416	\$260,059	\$18,958	\$983,443
3 Maintenance Shop		\$-	\$-	\$10,257	\$97,588	\$40,323	\$84,743	\$-	\$233,891
4 Mid Town Life Guard Station and Restrooms		\$-	\$-	\$5,133	\$28,426	\$1,001	\$32,446	\$-	\$67,006
5 Phipps Ocean Park Restrooms		\$-	\$-	\$4,687	\$5,151	\$5,151	\$5,151	\$-	\$19,939
6 Phipps Ocean Park Tennis Center		\$-	\$-	\$22,878	\$6,874	\$18,363	\$5,228	\$-	\$53,271
7 Phipps Tennis Center		\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
8 Public Department		\$170,000	\$158,800	\$1,247,310	\$107,877	\$281,138	\$172,037	\$-	\$1,759,462
9 Public Works Facility		\$323,768	\$203,308	\$528,723	\$328,679	\$781,643	\$281,251	\$-	\$1,878,180
10 State Road Storage		\$-	\$-	\$254,270	\$215,817	\$65,454	\$269,403	\$-	\$1,764,131
11 South Fire Station		\$133,000	\$133,000	\$852,315	\$141,465	\$228,688	\$255,705	\$-	\$1,478,783
12 Town Hall		\$193,869	\$20,000	\$-	\$-	\$-	\$-	\$-	\$-
13 Security Access Upgrade		\$193,869	\$20,000	\$-	\$-	\$-	\$-	\$-	\$-
14 Royal Palms Way Station		\$200,000	\$-	\$-	\$-	\$-	\$-	\$-	\$-
15 Phipps Ocean Park Improvements		\$150,000	\$50,873	\$-	\$-	\$-	\$-	\$-	\$-
16 Phipps Ocean Park Lifeguard Building		\$150,000	\$58,873	\$-	\$-	\$-	\$-	\$-	\$-
17 North Fire Station		\$4,400,000	\$4,282,386	\$11,208,602	\$-	\$-	\$-	\$-	\$11,208,602
18 Midtown Beach Linear Park		\$470,000	\$50,000	\$-	\$-	\$4,500,000	\$-	\$-	\$4,970,000
19 Phase 2 beach renourishment		\$-	\$-	\$500,000	\$-	\$-	\$-	\$-	\$500,000
20 Marine Pier Center exterior Paint/Seal		\$-	\$-	\$100,000	\$-	\$-	\$-	\$-	\$100,000
21 South Dunes Restoration		\$-	\$-	\$-	\$-	\$200,000	\$-	\$-	\$200,000
22 Royal Palm Force Replacement/Landscaping		\$-	\$-	\$100,000	\$-	\$-	\$-	\$-	\$100,000
Solid Waste/Vegetation Disposal		\$30,000	\$6,898	\$-	\$200,000	\$-	\$-	\$-	\$200,000
1 Slates / Chowchies Landfill		\$30,000	\$6,898	\$-	\$200,000	\$-	\$-	\$-	\$200,000
COF Expenses		\$10,840,889	\$14,872,184	\$11,447,849	\$18,828,477	\$4,286,188	\$4,888,838	\$-	\$49,083,488
General Engineering Services		\$100,000	\$200,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$800,000
COF Expenses - Subtotal		\$13,885,127	\$15,143,894	\$12,437,489	\$19,727,897	\$4,486,341	\$5,088,779	\$-	\$47,083,414
Town Wide Underpass/Traffic - Sales Tax		\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$7,200,000
Water Main Improvements		\$1,800,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$8,000,000
Expenditures/Encumbrances to Date		\$17,878,403	\$23,589	\$473,676	\$448,000	\$823,247	\$180,489	\$-	\$1,754,571
Designated Reserve/Contingency		\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-
REVENUES		\$8,271,120	\$10,308,122	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000	\$10,000,000	\$80,808,122
General Fund Transfer		\$808,082	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Transfer from Building Fund		\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$8,000,000
Water Main Improvements		\$208,063	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Donations		\$1,175,000	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Interest		\$700,000	\$500,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$800,000
1 Paid Sales Tax		\$13,223,144	\$13,888,122	\$11,888,889	\$11,888,889	\$11,888,889	\$11,888,889	\$11,888,889	\$118,888,122
Capital Improvement Program Revenues		\$19,316,366	\$22,884,073	\$22,833	\$673,523	\$3,281,812	\$5,750,363	\$-	\$5,194,487
Surplus/Deficit		\$23,202,167	\$2,883,001	\$13,829	\$21,761	\$1,187,254	\$4,477,266	\$-	\$23,202,167
Beginning Reserve Balance		\$3,883,501	\$10,328	\$51,791	\$1,187,254	\$4,477,266	\$11,177,458	\$-	\$23,202,167
Ending Reserve Balance		\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-

Graphic Designer will fix

Additionally, the Pay-As-You-Go Capital Improvement Plan Fiscal Year 2024 Budget, provides for short term budgeting and five (5) year budget items that focus on pavement management, drainage and sanitary sewer system improvements, and Town facilities. Regarding the budget for Coastal Management, it is consistent with the funding outlook included within the Fiscal Year 2023 budget, and as indicated in the 2015 updated Town Council Adopted Budget 10-year plan. Beach Nourishment at Phipps Ocean Park in Reach 7 and Dune Restoration in Reaches 7 and 8

## CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

are pushed out to Fiscal Year 2025. Mid-Town Seawall Replacement is scheduled for Fiscal Year 2027. Expected Fiscal Year 2024 projects include conducting a sand search to identify suitable sand resources to further support future nourishment projects under the Beach Management Agreement. Other notable items within the Fiscal Year 2024 proposed budget include appropriations coastal resiliency, water level monitoring, as well as regulatory required physical, biological, and sea turtle nesting monitoring.

### **ENTERPRISE FUNDS**

The Town manages three (3) Enterprise Funds: the Town Marina, Par 3, and the Building Enterprise Fund. An enterprise fund is a separate accounting and financial reporting mechanism for which revenues and expenditures are segregated into a fund with financial statements separate from all other governmental activities. An enterprise fund identifies the total direct and indirect costs to provide the service and the sources and amounts of revenues that support the service for which a fee is charged in exchange for service. Direct costs generally consist of personnel services, operational expenses, and capital outlay, which are budgeted and accounted for in the enterprise fund. Indirect costs are expenditures budgeted and accounted for in the general fund on behalf of the enterprise fund, which are allocated to the enterprise fund for funding.

**The Town** Marina reopened after an extensive \$36 million renovation in Fall 2021. It is designed to fit in with the desirable, historic Palm Beach community, with coveted berths ranging in size from 60'-294' for residents and visitors alike. The Marina's location near both the island's fashionable Worth Avenue shopping district and the commercial downtown of West Palm Beach, makes it a perfect boater's destination. The 84-slips are leased annually, monthly or daily. The Marina property offers a variety of amenities, that include three (3) dock buildings, electrical service panels for all vessels, freshwater, Wi-Fi, Captain's lounge and showers, sewage pump-out systems, and seven (7) day a week security with surveillance cameras. The Dockmaster is responsible for daily operations, supervision of employees (Town and contractual), slip assignments, safety, and revenue collection in accordance with established policies, with assistance from the Assistant Dockmaster, Administrative Assistant and Dock Attendants and Dock Hands. A Marina Maintenance worker provides routine maintenance services and in-house repairs.

Fiscal Year 2023 for the Marina Enterprise Fund has been a very successful year, due in part to improvements in branding, marketing, and financial planning. Through May, revenues are at 89.2% of budget estimates. The Fiscal Year 24 revenue budget is projected to be 27% or \$3,352,800 higher than Fiscal Year 23 budget. The expenditure budget has an increase of 24.4%, \$712,376 due to increases in the submerged land lease, which is based on revenues, increases in salaries, employee benefits and electricity.

# CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

Table 11-3 Marina Budget Forecast for Business

**Marina Budget Forecast for Business  
Plan FY23 - FY33**

Marina Income	FY2023 Approved	FY2024 Proposed	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033
Annual/Seasonal Lease Revenue	11,000,000	13,262,000	13,659,860	14,069,656	14,491,745	14,926,498	15,374,293	15,835,522	16,310,587	16,799,905	17,303,902
Transient Rental	770,000	1,750,000	1,802,500	1,856,575	1,912,272	1,969,640	2,028,730	2,089,592	2,152,279	2,216,848	2,283,353
Sub-Total Dockage revenues	11,770,000	15,012,000	15,462,360	15,926,231	16,404,017	16,896,138	17,403,023	17,925,114	18,462,866	19,016,753	19,587,255
Tender revenue	5,000	-	-	-	-	-	-	-	-	-	-
Utility Reimbursement	687,700	650,000	663,000	676,260	689,785	703,581	717,653	732,006	746,646	761,579	776,810
Investment Income	50,000	250,000	396,543	458,557	531,305	612,182	783,449	965,016	1,157,396	1,360,916	1,576,115
Merchandise	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Waiting List Fee	40,000	-	-	-	-	-	-	-	-	-	-
Miscellaneous Revenue/Deposits	6,500	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>12,579,200</b>	<b>15,932,000</b>	<b>16,541,903</b>	<b>17,081,048</b>	<b>17,645,107</b>	<b>18,231,901</b>	<b>18,924,124</b>	<b>19,642,135</b>	<b>20,386,907</b>	<b>21,159,247</b>	<b>21,960,180</b>
<b>Marina Expenses</b>											
Salaries and Wages	373,904	456,924	475,201	494,209	513,977	534,536	555,918	578,155	601,281	625,332	650,345
Employee Benefits	192,889	206,490	240,281	260,935	271,982	283,427	295,400	307,927	321,032	334,745	349,093
Contractual Costs	2,310,700	2,914,704	3,066,008	3,177,814	3,260,102	3,345,182	3,433,174	3,524,200	3,618,394	3,715,896	3,816,856
Commodities	42,200	53,700	55,311	56,970	58,679	60,440	62,253	64,121	66,044	68,026	70,066
Total Marina Operating Expenses	2,919,693	3,631,818	3,836,801	3,989,928	4,104,741	4,223,585	4,346,745	4,474,402	4,606,751	4,743,999	4,886,361
FTE Count	4.550	4.550	4.550	4.550	4.550	4.550	4.550	4.550	4.550	4.550	4.550
<b>Net Income from Operations</b>	<b>9,659,507</b>	<b>12,300,182</b>	<b>12,705,102</b>	<b>13,091,120</b>	<b>13,540,366</b>	<b>14,008,316</b>	<b>14,577,379</b>	<b>15,167,733</b>	<b>15,780,156</b>	<b>16,415,249</b>	<b>17,073,819</b>

The Par 3 Enterprise Fund is associated with the Town's owned and operated public 18-hole golf course. A full-length driving range, putting green and a practice bunker are available. The site also features a two (2) story Key West style clubhouse with a fully stocked pro-shop on the first floor and the al Fresco Restaurant and Bar on the second level. The Par 3 revenues are projected to increase over end of year estimates during Fiscal Year 24. The various Fiscal Year 24 fee adjustments include strategic increases to green fees and passes which will capitalize on player demand for our unique facility. The Par 3 Golf Course anticipates an operating gross profit of \$1,181,179 prior to depreciation and other below-the-line expenses. The transfer to the reserves for the Golf Course and Clubhouse and the Equipment Replacement Fund total \$227,110. Additional deductions from the operating profit include transfers for debt service (\$188,207), contingency (\$142,022) and the general fund transfer (\$25,000). To date, for Fiscal Year 23, the Par 3 revenues are above estimates at 93.6% of budget and will end the year over the budget estimates. The Par 3 should end the year with a surplus. The long-term financial plan forecast shows improvement to the net assets of the fund.



# CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

## FUND 402: PAR 3 ENTERPRISE FUND

### Par 3 Golf Course Five Year Capital Improvement Plan FY2024 Budget

Description	Location	FY2023 Carryover	FY2024 Estimated	FY2025 Estimated	FY2026 Estimated	FY2027 Estimated	FY2028 Estimated	FY2024- 2028 Total
<b>Expenditures</b>								
<b>Recreation</b>								
<b>Par 3 Golf Course</b>								
Synthetic Tee Club for Range	Golf Course			22,000			28,000	\$ 50,000
Paint New/Old Clubhouse (Interior and Exterior)	Clubhouse	53,855		20,000	60,000			\$ 80,000
A/C Replacement	Clubhouse	60,000				90,000		\$ 90,000
Women's/Men's Restroom Refresh	Clubhouse							\$ -
Sealcoat/Stripe Parking Lot	Clubhouse	10,000				25,000		\$ 25,000
New Carpet in Proshop	Clubhouse			20,000				\$ 20,000
Mill/Resurface Parking Lot/repaint parking lot	Clubhouse	15,000						\$ -
Chairlift on Back Stairs	Clubhouse		25,000				150,000	\$ 175,000
Sox Erosion System installed	Clubhouse		60,000					\$ 60,000
Roof replacement-Clubhouse/Maint Bldgs	Clubhouse	23,202						\$ -
expand parking lot, double parking	Golf Course							\$ -
Sod Replacement Improvement range	Golf Course	412	21,000	15,000	15,000	15,000	15,000	\$ 81,000
Concrete repair clubhouse and cart paths	Golf Course	6,320	120,000					\$ 120,000
Landscaping Improvements	Golf Course	6,997	20,000		20,000		20,000	\$ 60,000
Relevel 9 Tees/enhance	Golf Course	17,194	50,000		60,000		60,000	\$ 170,000
Rebuild/Enlarge Putting Green	Golf Course	134,250						\$ -
Renovate Old Clubhouse Restrooms	Golf Course		250,000					\$ 250,000
Irrigation Pump House Repairs	Golf Course	17,767			30,000			\$ 30,000
Renovate Irrigation System	Golf Course	4,250	40,000					\$ 40,000
Expand Maint. Building, Move Fuel Pumps, Redo Parking Configuration						2,750,000		\$ 2,750,000
Facilities Assessment - Storage Building								\$ -
Facilities Assessment - Par 3 Clubhouse	Clubhouse							\$ -
Facilities Assessment - Old Par 3 Clubhouse	Clubhouse							\$ -
<b>Capital Improvement Program Expenditures</b>		<b>\$ 349,247</b>	<b>\$ 586,000</b>	<b>\$ 77,000</b>	<b>\$ 185,000</b>	<b>\$ 2,880,000</b>	<b>\$ 273,000</b>	<b>\$ 4,001,000</b>
<b>REVENUES</b>								
<b>Source</b>								
M&I Reserve			\$ 586,000	\$ 77,000	\$ 185,000	\$ 2,880,000	\$ 273,000	\$ 4,001,000
Financing								\$ -
Reserves								\$ -
Interest								\$ -
<b>Capital Improvement Program Revenues</b>			<b>\$ 586,000</b>	<b>\$ 77,000</b>	<b>\$ 185,000</b>	<b>\$ 2,880,000</b>	<b>\$ 273,000</b>	<b>\$ 4,001,000</b>
<b>NET COST</b>								
<b>(Surplus / (Deficit))</b>								
<b>Sub-Total - Net Cost</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Table 11-4 Par 3 Golf Course Five Year Capital Improvement Plan

The Building Enterprise Fund was created in Fiscal Year 2021 to account for all building permit revenue and expenses and allow for greater transparency as required by the State of Florida. During Fiscal Year 2020, a cost allocation study was performed to confirm the appropriate permit fee multiplier to stay consistent with Florida Statutes and to provide the basis for implementing reduced permit fees for owners and contractors that choose to use private providers on their construction projects. Fiscal Year 23 revenues are expected to be higher than the budget and will provide for a higher surplus than anticipated. Total revenues for Fiscal Year 2024 are



## CAPITAL IMPROVEMENT ELEMENT DATA AND ANALYSIS

conservatively estimated to be \$10,009,500 and total operating expenses are \$11,173,552, which includes a transfer to the General Fund of \$6,627,997, which is for the allocated costs that the General Fund provides to the building permit process. Building permit-related revenues have increased by \$53,215 due to the anticipated stabilization of building activity. After depreciation of \$86,897 and a 5% operating expense contingency of \$217,708 there is a projected reduction in reserves of \$1,468,657.

The Building Enterprise Fund identifies, recommends, and implements the vision of the community, as expressed through the policies of the Town Council, relative to the development, redevelopment, and use of real property, to ensure the beauty, quality of life and character of the Town, and the health, safety and welfare of our residents, businesses, and visitors, while providing the highest quality of service to our customers.

### **PATH FORWARD-SUMMARY**

The Town ~~should~~ will continue to employ a five (5) -year SCI as an integral part of its annual budgeting process. Each year, the Town Manager, the Town Staff, and the Town Council (acting as the LPA) formally, and in a public meeting, will review the SCI to ensure its consistency with the Capital Improvements Element. It is recommended that the Town annually update the Data and Analysis Section of the Capital Improvement Element simultaneously as required by state statute. Additionally, the Town should continue to prioritize capital improvement projects identified as necessary in the various elements of its Comprehensive Plan.