

Foreword to the Capital Improvement Plan

In accordance with Clearwater's Financial Management Ordinance, the six-year Capital Improvement Program has been reviewed and updated for the 2003/04 Approved Budget. The following pages describe the projects and show their projected timing and funding sources.

The purpose of the Capital Improvement Program is to plan and better manage growth. Although the City of Clearwater has had a formal Capital Improvement Program in existence since fiscal year 1974/75, during that time, local planning was poor. Consequently, the State adopted the Local Government Comprehensive Planning and Land Development Regulation Act of 1975, which required local governments to prepare and adopt comprehensive plans. Revisions of the Act in 1985 and 1986 required local governments to ensure that their comprehensive plans were consistent with the State Comprehensive Plan. The Capital Improvement Plan provides the mechanism to implement the capital portion of the City Comprehensive Plan, the Local Government Comprehensive Planning and Land Development Regulation Act (as well as the appropriate revisions). All include requirements and rules that specifically relate to the Capital Improvement Program.

Clearwater's Capital Improvement Program - Document

This document includes a total of \$49,530,750 in projects for FY' 04 and a 6 year total of \$314,217,150.

New Projects

New projects proposed for FY '04 that were not included in last year's Capital Improvement Plan include the following projects.

- ✓ Druid Road Improvements
- ✓ Gulf to Bay/Highland Avenue Gateway Intersection Improvements
- ✓ Downtown Streetscape
- ✓ Parks & Beautification Trucks
- ✓ Carpenter Field Infrastructure Repairs & Improvements
- ✓ Community Sports Complex Infrastructure Repairs & Improvements
- ✓ Crest Lake Park Improvements
- ✓ Memorial Causeway Landscape/Beautification
- ✓ Fleet Asset Management System
- ✓ Building & Maintenance Asset Management System
- ✓ Building & Maintenance Vehicles
- ✓ Two Color Offset Press & Platemaker
- ✓ Neighborhood Services Van
- ✓ IT Disaster Recovery Equipment
- ✓ Development Services Vehicle
- ✓ TV Truck & Camera
- ✓ Line Relocation-Pasco-Capitalized
- ✓ Bio-Solids Treatment

Penny for Pinellas Changes

- ✓ Fire Training Facility – Funding has been increased from a total project cost of \$600,000 to \$1,961,500. The offset to this increase is a like decrease of funding in the Fire Shop/Supply Facility project.
- ✓ Fire Shop/Supply Facility – This project was funded in fiscal year '03 at significant savings of \$1,361,500, which is offset by the a like increase in the project budget for the Fire Training Facility project.
- ✓ Druid Road Improvements – This project is not a new project to the Penny for Pinellas plan. It is proposed in FY 08/09.
- ✓ Gulf to Bay Highland Avenue Gateway Intersection Improvement – This is a new project as a result of the Downtown Plan. This project was presented to the CRA at a meeting on April 28, 2003 during the discussion of the Capital Improvement Projects for Downtown Clearwater.
- ✓ Downtown Streetscape - This is a new project as a result of the Downtown Plan. This project was presented to the CRA at a meeting on April 28, 2003 during the discussion of the Capital Improvement Projects for Downtown Clearwater.

New in FY 2003/04

The section entitled “Long Term Capital Project Opportunities”, which starts on page 351 is new to the budget document this year. The projects included in this section are projects identified within the Downtown Master Plan, the Parks and Recreation Master Plan, and other strategic Departmental plans that recognize a need within our community.

These projects are clearly on our radarscope, but at this time specific funding resources are not available to fund these needs. Possible funding sources for some of these projects could possibly be Penny for Pinellas funding if approved by our citizens for the ten year period starting in fiscal 2010, a possible General Obligation Bond for downtown redevelopment, partnering with other agencies including Pinellas County and private developers, and federal, state, or local grants.

Water & Sewer Projects

In FY '07 and '08, some projects are listed with a funding source as “Future Bond Issue”. These projects are being identified as having a need, but currently there is no funding source available.

POLICIES AND PROCEDURES

Capital Projects are utilized to account for resources used in the acquisition and construction of capital facilities and fixed assets. The City Commission adopts the first year (FY '04) of the six-year Capital Improvement Program as the Capital Improvement Budget. The appropriation of annual transfers to the Capital Improvement Fund is included in the budget of the specific source fund. Individual project budgets for the Capital Improvement Program are adopted on a multi-year program basis and do not lapse at year-end.

Authorization

The City of Clearwater Code of Ordinances, Chapter 2 (Section 2.516), sets forth the requirements for a Capital Improvement Program and Budget.

Responsibility

It is the responsibility of the department director charged with delivery of specific City services to anticipate the need for capital improvement expenditures in advance of having to initiate projects. This enables the development of a long-range financial plan to fund these needs. Further, it is the responsibility of the department director to ensure the long-range capital objectives interface and are consistent with the City of Clearwater's Long-Range Comprehensive Plan.

DEFINITIONS

Capital Improvement Project: A property acquisition, a major construction undertaking, or a major improvement to an existing facility or property, with a minimum useful life of at least five years and a cost greater than \$25,000.

Capital Improvement Program: A comprehensive schedule of approved capital improvement projects indicating priority as to urgency of need and ability to finance. The program shall be for a six-year period, the first year of which shall be adopted as the next fiscal year's capital budget. The program shall be revised annually and projected an additional year to allow for changed conditions and circumstances. Each fiscal year, the capital improvement program shall be submitted to the City Commission for approval.

Capital Improvement Budget: The capital budget covers those approved projects contained in the first year of the six-year capital improvement program. The approved Capital Improvement Budget establishes the total dollar cost of each project and the source of revenue. Any change, which increases the cost of a project or changes the revenue source, must be approved by an amendment through the City Commission.

Ongoing Projects: Ongoing projects do not automatically lose the previous year's budgeted amount, but are cumulative in nature, i.e., the previous fiscal year's remaining balance is added to the new approved budgeted amount.