TO: Village of Highland Park Village Commission

FROM: Jeff Schmucker, Program Manager, Central Florida Regional Planning Council

SUBJECT: Ordinance 2019-01:
An Ordinance of the Village of Highland Park, Florida, providing for the Update of the Adopted Capital Improvements Element, specifically the 5-Year Capital Improvements Plan of the Village of Highland Park 2030 Comprehensive Plan

AGENDA DATES:
- February 26, 2019: Local Planning Agency meeting (Public Hearing)
- February 26, 2019: Village Commission meeting (First Reading)
- To Be Determined

ATTACHMENTS:
- Ordinance 2019-01

OVERVIEW:
Pursuant to Section 163.3177(3)(b), Florida Statutes, the Village of Highland Park is required to review and amend its 5-Year Schedule of Capital Improvements on an annual basis. Amendments shall be based on capital outlay required to meet existing deficiencies and to maintain adopted level of service standards planned for public facilities as identified and adopted within the Capital Improvements Element of the Village's 2030 Comprehensive Plan.

A capital improvement shall be defined as a project that is self-contained, has a useful life of at least 10 years, and involves a cost of at least $25,000.
ORDINANCE 2019-01

AN ORDINANCE OF THE VILLAGE OF HIGHLAND PARK, FLORIDA, PROVIDING FOR THE UPDATE OF THE ADOPTED CAPITAL IMPROVEMENTS ELEMENT, SPECIFICALLY THE 5-YEAR CAPITAL IMPROVEMENTS PLAN OF THE VILLAGE OF HIGHLAND PARK 2030 COMPREHENSIVE PLAN, SAID AMENDMENT BEING KNOWN AS “AMENDMENT 19-01-CIE”; PROVIDING FOR TRANSMISSION OF THIS ORDINANCE TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR NOTIFICATION; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 163, Part II, Florida Statutes, establishes the Community Planning Act (“Act”), which empowers and mandates the Village of Highland Park, Florida, (the “Village”) to plan for future development and growth and to adopt and amend comprehensive plans, or elements or portions thereof, to guide the future growth and development of the Village; and

WHEREAS, Section 163.3177(3)(a)5.(b), Florida Statutes, requires local governments, except where specifically exempted, to review on an annual basis and modify as necessary the Capital Improvements Element and 5-Year Capital Improvements Plan; and

WHEREAS, the Village Commission has determined that it is in the best interest of the public health, safety and general welfare of the residents of the Village to amend the Capital Improvements Element and 5-Year Capital Improvements Plan consistent with the requirements of Section 166.041, Florida Statutes; and

WHEREAS, in exercise of its authority the Village Commission has determined it necessary to adopt this amendment to the Plan, which is attached hereto as Exhibit “A” and by this reference made a part hereof, to insure the Plan is in full compliance with the laws of the State of Florida; and

WHEREAS, pursuant to Section 166.041, Florida Statutes, the Village Commission held meetings and hearings on Amendment 19-01-CIE, with due public notice having been provided, to obtain public comment, and considered all written and oral comments received during public hearings, including support documents.

NOW, THEREFORE, be it enacted by the Village Commission of the Village of Highland Park, Florida:

Section 1. The provisions set forth in the recitals to this Ordinance (whereas clauses) are hereby adopted by the Village Commission as the legislative findings and intent pertaining to this Ordinance.

Section 2. The Village of Highland Park hereby amends the following Element of its Comprehensive Plan: Capital Improvements Element (the “CIE”), specifically the annual update
of the 5-Year Capital Improvements Plan (the “CIP”). Said amendment is set forth in Exhibit “A” attached hereto and by this reference made a part hereof.

Section 3. This ordinance shall be codified in the Code of Ordinances of the Village.

Section 4. If any provision of this ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such provision and such holding shall not affect the validity of any other provision, and to that end the provisions of this ordinance are hereby declared severable.

Section 5. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This Ordinance shall take effect immediately upon its adoption.

Section 7. It is the intention of the Village Commission that the provisions of this Ordinance shall become and be made a part of the Unified Land Development Code of the Village; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or relabeled and the correction of typographical and/or scrivener’s errors which do not affect the intent may be authorized by the Village Manager or his or her designee, without need of public hearing, by filing a corrected or recodified copy of same with the Village Clerk.

INTRODUCED AND PASSED on First Reading at the regular meeting of the Village of Highland Park Village Commission held on the _____ day of ____________, 2019.

PASSED AND DULY ADOPTED, on second reading at the meeting of the Village of Highland Park Village Commission duly assembled on the _____ day of ____________, 2019.

VILLAGE OF HIGHLAND PARK, FLORIDA
VILLAGE COMMISSION

____________________________
Brian Updike, Mayor-Commissioner

ATTEST:

____________________________
Maggie Taylor, Village Clerk

APPROVED AS TO FORM:

____________________________
Albert C. Galloway, Jr., Village Attorney
CITY OF WAUCHULA
EXHIBIT "A"

AMENDED
CAPITAL IMPROVEMENTS ELEMENT

UPDATED 5-YEAR CAPITAL IMPROVEMENT PLAN
CAPITAL IMPROVEMENT ELEMENT

Village of Highland Park 2030 Comprehensive Plan

Update Adopted [Enter adoption date here]

Goal, Objectives and Policies

GOAL: PROMOTE ORDERLY GROWTH AND DEVELOPMENT THROUGH THE PROVISION OF PUBLIC FACILITIES IN A SOUND FISCAL MANNER. [9J-5.005(3)a.]

OBJECTIVE 1: THE CAPITAL IMPROVEMENTS ELEMENT SHALL DIRECT THE PROVISION OF PUBLIC FACILITIES FOR ACCOMMODATING DESIRED FUTURE GROWTH AND REPLACING WORN-OUT OR OBSOLETE FACILITIES. [9J-5.005(3)(b)1.]

Policy 1.1: Proposed capital improvements projects shall be ranked and evaluated according to the following criteria:

a. The project protects public health and safety;
b. The project increases the efficiency of existing facilities and promotes infill development;
c. The project represents a logical extension of facilities;
d. The project is consistent with the Future Land Use Element; and
e. The project is compatible with the plans of State Agencies and the Southwest Florida Water Management District. [9J-5.005(3)(c)1.a-g.]

Policy 1.2: The Village Commission, on an annual basis, shall ensure that the Village of Highland Park's fiscal policies are consistent with this Comprehensive Plan. [9J-5.005(3)(c)9.]

Policy 1.3: A capital improvement included in the 5-Year Schedule of Capital Improvements shall be defined as a project that: [9J-5.005(3)(c)1.]

a. is self-contained;
b. has a useful life of at least 10 years; and
c. involves a cost of at least $25,000.

Policy 1.4: The Village of Highland Park hereby adopts, by reference, the Southwest Florida Water Management District Regional Water Supply Plan, the Polk County Transportation Planning Organization Transportation Improvements Plan, and the Florida Department of Transportation Five Year Work Program 2011-2015, into the Village’s Five-Year Schedule of Capital Improvements.
Policy 1.5: The City shall include financially feasible projects in the annual update of its Five-Year Schedule of Capital Improvements as identified for implementation in the first five(5) years of the Ten-Year Water Supply Plan, and all subsequent updates thereto.

OBJECTIVE 2: To provide public facilities at the established level of service standards and to meet existing and future facility needs, the Village of Highland Park shall coordinate land use decisions with the 5-Year Schedule of Capital Improvements. [9J-5.005(3)(b)3.]

Policy 2.1: The Village of Highland Park establishes the following level of service standards. [9J-5.005(3)(c)4.]

<table>
<thead>
<tr>
<th>Facility</th>
<th>Level of Service</th>
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<tbody>
<tr>
<td>Sanitary Sewer</td>
<td>100 gallons per capita per day</td>
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<tr>
<td>Potable Water, 2008</td>
<td>150 gallons per capita per day</td>
</tr>
<tr>
<td>Solid Waste</td>
<td>8.0 pounds per person per day</td>
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<tr>
<td>Roads</td>
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<tr>
<td>Principal Arterials</td>
<td>C</td>
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<tr>
<td>Minor Arterials</td>
<td>D</td>
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<tr>
<td>Collectors</td>
<td>D</td>
</tr>
<tr>
<td>Recreation and Open Space</td>
<td>3.75 acres per 1000 people</td>
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<tr>
<td>Drainage</td>
<td></td>
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</tbody>
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Policy 2.2: Development orders and permits will be granted only when the facilities are operating at the established level of service, or will be available concurrent with the impacts of the development. [9J-5.005(3)(c)5.]

OBJECTIVE 3: The Village of Highland Park shall maintain level of service standards established in Policy 2.1, new development shall bear the full cost of facility improvements necessitated by the impacts of the development. [9J-5.005(3)(b)4.]
Policy 3.1: As a condition of land subdivision or land development, the Village of Highland Park shall require land dedication, or payment-in-lieu of dedication, or some other form of exaction, to finance public facility improvements. [9J-5.005(3)(c)8]

Policy 3.2: The Village of Highland Park shall, if necessary, petition for and secure grants or private funds to finance the provision of capital improvements. [9J-5.005(3)(c)7]

Policy 3.3: The Village shall not allow exceptions for developments of de minimis impact.

OBJECTIVE 4: The Village of Highland Park shall manage fiscal resources to ensure that needed capital improvements are provided for previously-issued development orders and future development and redevelopment. [9J-5.005(3)(b)5.]

Policy 4.1: Previously issued, existing and future public and private capital facilities shall operate and provide services at the level of service established in this plan. [9J-5.005(3)(c)5.]

Policy 4.2: In providing for capital improvements, the Village of Highland Park shall limit the maximum ratio of outstanding indebtedness to no greater than 20% of general revenues. [9J-5.005(3)(c)2.c.]

Policy 4.3: The Village of Highland Park shall prepare and adopt a 5-Year Schedule of Capital Improvements as part of its annual capital budget. [9J-5.005(3)(c)7.]
Capital Improvements Program or 5-Year Schedule of Capital Improvements

The 5-Year Schedule of Capital Improvements focuses on the capital outlay required to meet existing deficiencies and to maintain adopted level of service standards planned for public facilities within the plan. The 5-Year Schedule of Capital Improvements is adopted along with the Goal, Objectives and Policies of the Capital Improvements Element.

A capital improvement shall be defined as a project that is self-contained, has a useful life of at least 10 years, and involves a cost of at least $25,000. Preliminary engineering studies for public facilities, due to their cost and impact, shall also be included as a capital improvement. Minor expenses, including routine repair and maintenance, are excluded.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>FY 19/20</th>
<th>FY 20/21</th>
<th>FY 21/22</th>
<th>FY 22/23</th>
<th>FY 23/24</th>
<th>Total Project Cost</th>
<th>Comp Plan</th>
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<tbody>
<tr>
<td>Village Hall</td>
<td>$160,000</td>
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<td>$160,000</td>
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