

City of MASCOTTE

Capital Improvement Plan

Fiscal Year 2022-2026



Approved By:
City of MASCOTTE
Council Members

September 2021

2022-2026 CAPITAL IMPROVEMENT PLAN

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2022-2026 CAPITAL IMPROVEMENT PLAN



INTRODUCTION

The 2022-2026 Capital Improvement Plan presented contains the City's investment in the infrastructure of the community. The City of Mascotte's Capital Improvement Plan (CIP) has been developed to further our commitment to the citizens of Mascotte by working to meet today's needs, as well as those of the future ensuring a sustainable infrastructure. The five-year CIP addresses the needs of the City through responsible City Government with a comprehensive and fiscally responsible approach.

This report provides a summary of staff recommendations for funding sources and capital expenditures for the next 5 years. Based on current funding projections, the City anticipates the construction and/or purchase of equipment of \$23,941,300 most of these funds are comprised of grants, loans, discretionary taxes, and impact fees. With an increase in water flows it has been advised to move the start of the Lower Floridan Wells to fiscal year 2021-2022. The funding source for these new wells will be grants received from both FDEP and St. Johns River Water Management District. Staff will continue with the street resurfacing projects which designates \$275,000 annually to systematically redo all City streets. Street lighting enhancements will continue throughout the city; addressing areas where lighting is a crucial need.

The City of Mascotte's CIP recommends projects that enhance the health, safety, and quality of life to the community. Projects in the five-year plan seek to improve traffic concerns, ensure pedestrian safety, and rehabilitate and replace critical City infrastructure. Whenever possible, the City seeks external funding sources or utilizes restricted revenue sources to fund projects.

CIP DEVELOPMENT PROCESS

The development of a Capital Improvement Plan is a continual process and consequently, should be viewed as a working document. This Plan contains the fund and program project priorities, but also incorporates allocation for funding sources becoming available in FY 2022. Whereas the document covers a five-year planning perspective, it is revised every year to accommodate new projects and reflect changes in ongoing projects.

The first year of the plan is incorporated into the annual budget to appropriate funds. Improvements identified in subsequent years are approved only on a planning basis and do not receive expenditure appropriation. Cost estimates for years two through five are also for planning purposes only, to be used in conjunction with the City's long-range financial plan for operations. The primary focus of the Capital Improvement Plan is management of ongoing projects, initiation of previously approved projects, and to identify and secure financing opportunities.

2022-2026 CAPITAL IMPROVEMENT PLAN

The following assumptions were made in the development of the plan:

- The City's population is projected to increase by approximately 12.55% over the next 5 years. This information was obtained from the Bureau of Economic and Business Research (BEBR) whereas it is estimated that the population in 2022 will be 6,447 and in 2026 will increase to approximately 7,256.
- Challenge each department to find grant funding opportunities for capital projects before construction start date is set.
- Identify, prioritize, and optimize the financing of capital projects by using the "pay as you go" approach, Federal and State grants, and debt financing.
- The imposition of impact fees is a proper means of requiring growth to defray the capital expenditures necessitated by such growth. They are one-time charges established to recover in whole or in part, the costs associated with infrastructure and capital equipment needed to accommodate the demands generated by new development.

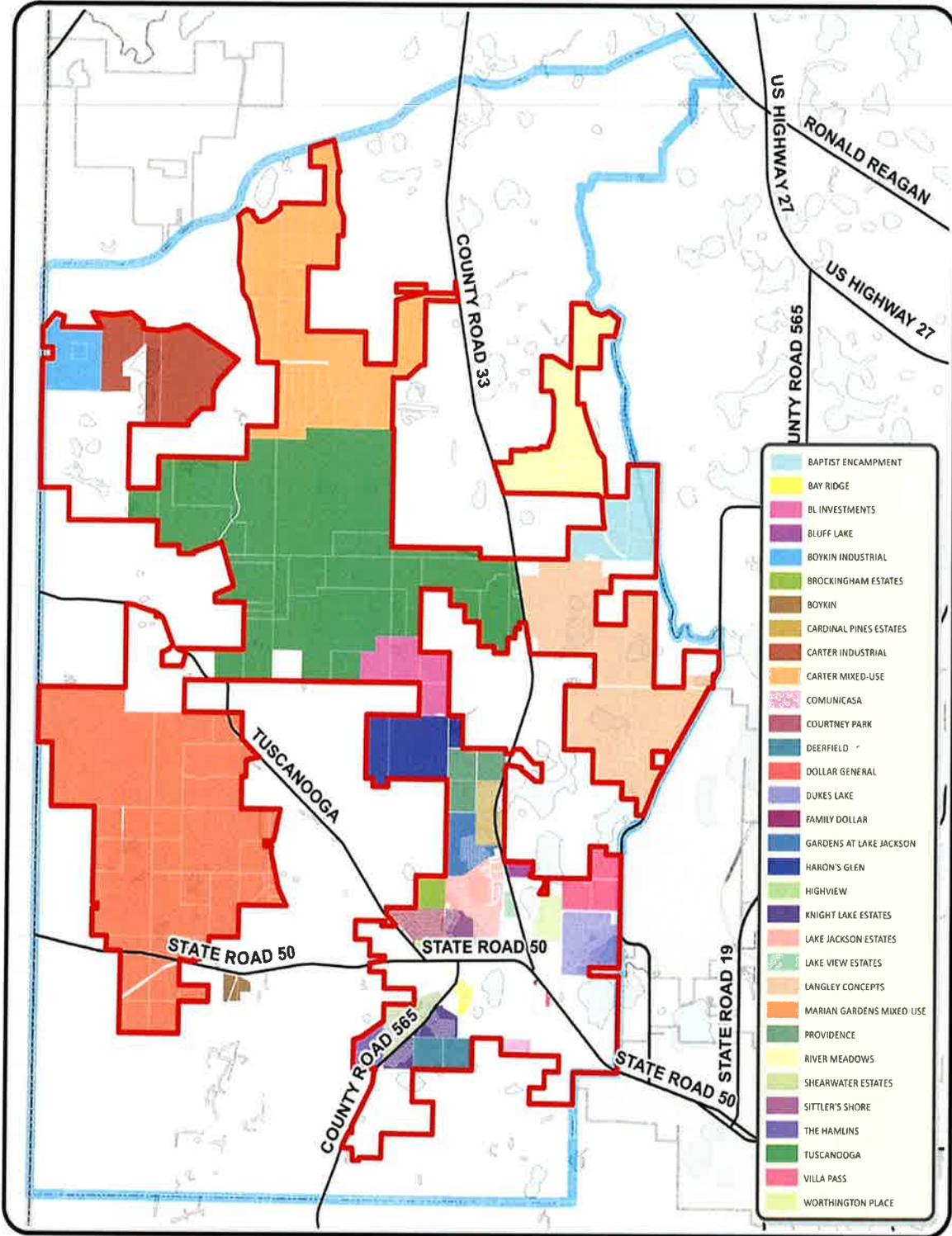
DEBT ANALYSIS

(Unaudited)

Outstanding Balances as of September 30, 2021

<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Purpose</u>	<u>Balance</u>
None			

Mascotte's Existing and Proposed Developments

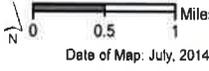


LEGEND

- Mascotte City Limits
- Chapter 180 Service Boundary

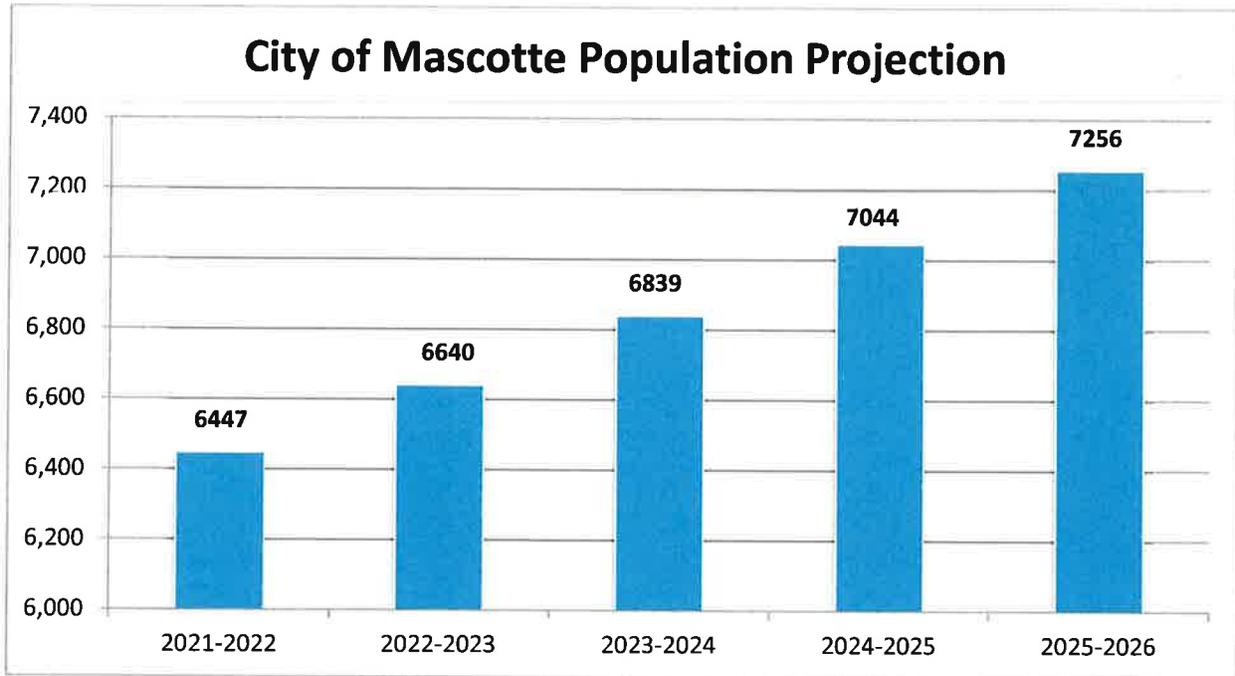


Existing and Proposed Development



LAND IMAGE CONSULTING

2022-2026 CAPITAL IMPROVEMENT PLAN



The City currently maintains the following staffing levels per population:

(FY 2021-2022)

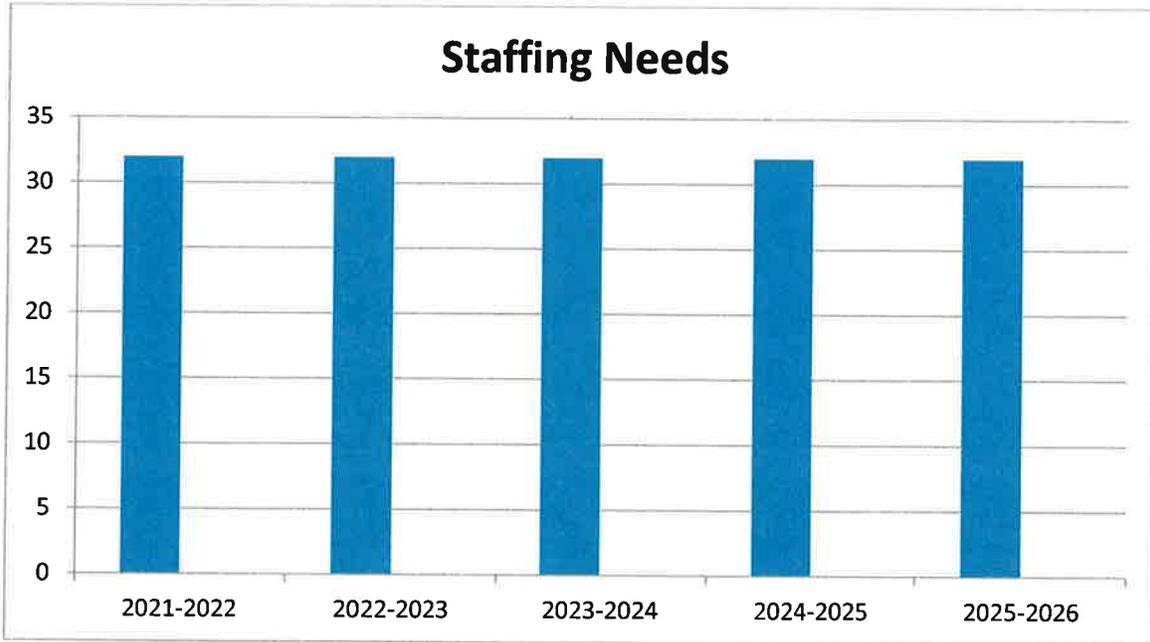
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|--------------------------|------------------------------------|
| a) Administration | .47 FTE's per 1,000 in population |
| b) Finance Department | .78 FTE's per 1,000 in population |
| c) Code Enforcement | .16 FTE's per 1,000 in population |
| d) Police Department | 2.33 FTE's per 1,000 in population |
| e) Police Administration | .16 FTE's per 1,000 in population |
| f) Crossing Guard | .16 FTE's per 1,000 in population |
| g) Public Works | .78 FTE's per 1,000 in population |
| h) Fleet Maintenance | .16 FTE's per 1,000 in population |

(FTE) – Full Time Employees

Note ** Crossing Guard is Part-time

PROJECTED STAFFING NEEDS
Fiscal Years 2022-2026
By Department

Department	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024	Fiscal Year 2024-2025	Fiscal Year 2025-2026
Administration	3	3	3	3	3
Finance Department	5	5	5	5	5
Code Enforcement	1	1	1	1	1
Police Department	15	15	15	15	15
Police Administration	1	1	1	1	1
Crossing Guard	1	1	1	1	1
Public Works	5	5	5	5	5
Fleet Maintenance	1	1	1	1	1
Total All Departments	32	32	32	32	32



**SUMMARY OF CAPITAL IMPROVEMENT PLAN
Fiscal Years 2022-2026**

By Fund/Department/Source

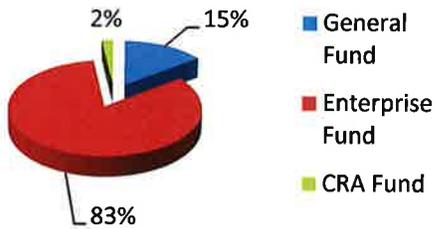
<i>Fund</i>	Total	Fiscal Year 2021-2022	Fiscal Year 2022-2023	Fiscal Year 2023-2024	Fiscal Year 2024-2025	Fiscal Year 2025-2026
General Fund	3,476,900	1,562,200	1,021,300	270,800	276,800	345,800
Enterprise Fund	19,984,400	3,944,400	7,334,000	4,374,000	4,332,000	-
CRA Fund	480,000	-	80,000	-	400,000	-
Total	\$23,941,300	\$5,506,600	\$8,435,300	\$4,644,800	\$5,008,800	\$345,800

<i>Department</i>	Total	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
City Council	-	-	-	-	-	-
Administration	-	-	-	-	-	-
Finance	-	-	-	-	-	-
Community Dev.	-	-	-	-	-	-
Police	1,451,000	676,300	166,300	165,800	171,800	270,800
Fire	333,900	333,900	-	-	-	-
Code	-	-	-	-	-	-
Public Works	792,000	402,000	105,000	105,000	105,000	75,000
Parks and Rec.	900,000	150,000	750,000	-	-	-
CRA	480,000	-	80,000	-	400,000	-
Water	11,494,400	2,454,400	3,000,000	2,040,000	2,000,000	-
Wastewater	6,375,000	1,375,000	1,667,000	1,667,000	1,666,000	-
Stormwater	2,115,000	115,000	667,000	667,000	666,000	-
Total	\$23,941,300	\$5,506,600	\$8,435,300	\$4,644,800	\$5,008,800	\$345,800

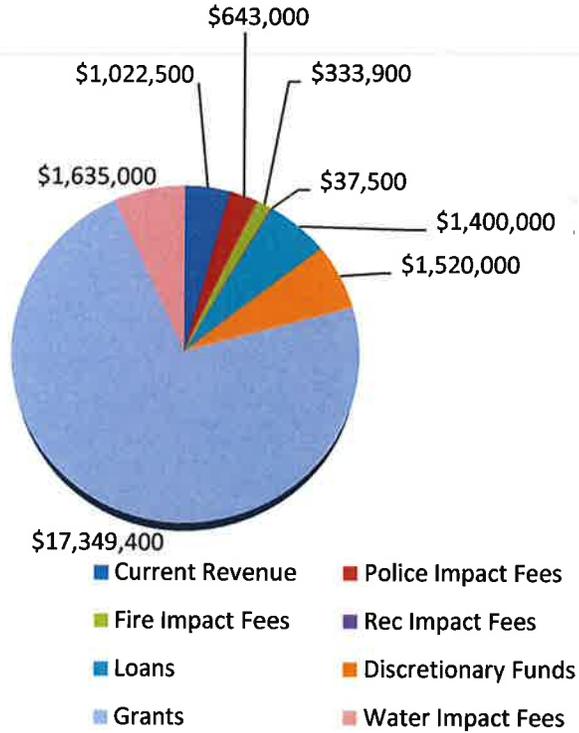
<i>Funding Source</i>	Total	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Current Revenue	1,022,500	452,500	110,000	30,000	430,000	-
Police Impact	643,000	459,300	13,300	6,800	6,800	156,800
Fire Impact Fees	333,900	333,900	-	-	-	-
Rec Impact Fees	37,500	37,500	-	-	-	-
Wtr Impact Fees	1,635,000	435,000	400,000	400,000	400,000	-
Loans/Bonds	1,400,000	-	466,800	466,800	466,400	-
Discretionary	1,520,000	589,000	228,000	274,000	240,000	189,000
Grants	17,349,400	3,199,400	7,217,200	3,467,200	3,465,600	-
Other	-	-	-	-	-	-
Total	\$23,941,300	\$5,506,600	\$8,435,300	\$4,644,800	\$5,008,800	\$345,800

Capital Improvement Graphs

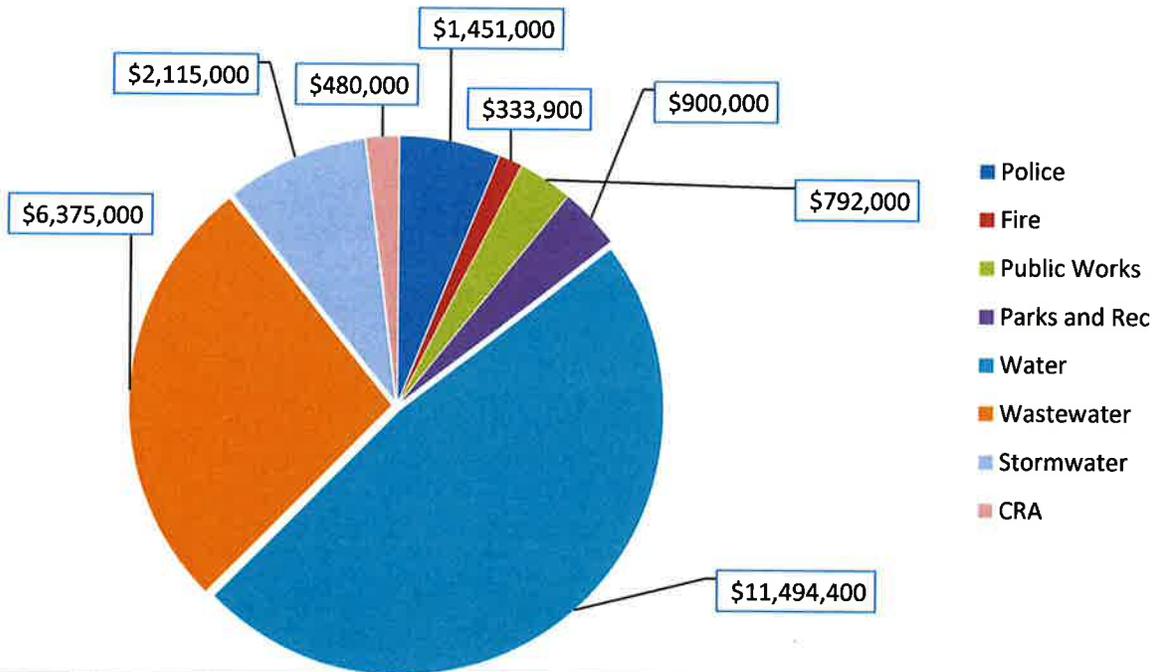
Capital Improvements by Fund



Capital Improvements by Funding Source



Capital Improvements by Department



ANALYSIS OF POLICE IMPACT FEES
Fiscal Years 2022-2026

Impact Fee Amount \$898	Projected	Projected	Projected	Projected	Projected
	Fiscal Year				
	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Total Revenue by Year	\$143,700	\$152,700	\$161,600	\$170,600	\$179,600
Cumulative Total \$501,600	\$645,300	\$323,700	\$472,000	\$635,800	\$808,600
Less:					
Taser Annual Payment	(6,500)	(6,500)			
Portable Radio Annual Paymt	(6,800)	(6,800)	(6,800)	(6,800)	(6,800)
New Vehicle for 20/21 Officer	(49,000)				
Renovations to Interview Room Recording System	(10,000)				
Renovations to Security Camera System	(15,000)				
Records Management System					(150,000)
2 New Officers					
(2) Handguns	(1,200)				
(2) Vests	(1,800)				
(2) Body Cameras	(2,000)				
(2) Rifles	(2,600)				
(2) Tasers	(3,400)				
(2) Speed Measurement Units	(4,000)				
(2) Portable Radios	(14,000)				
(2) Vehicles	(98,000)				
PD Renovations					
Permitting and Design	(20,000)				
Two Bathrooms	(26,000)				
Breakroom	(26,000)				
Programable Two Sided LED Sign & Base	(35,000)				
Flooring	(68,000)				
Building Facade Entrance & Signage	(85,000)				
Estimated Balance	\$171,000	\$310,400	\$465,200	\$629,000	\$651,800

ANALYSIS OF FIRE IMPACT FEES
Fiscal Years 2022-2026

As of 10-01-2020 All Fire Impact Fees collected are Turned over to Lake County.	Projected Fiscal Year 2021-2022	Projected Fiscal Year 2022-2023	Projected Fiscal Year 2023-2024	Projected Fiscal Year 2024-2025	Projected Fiscal Year 2025-2026
Total Revenue by Year	\$1,800	\$0.00	\$0.00	\$0.00	\$0.00
Cumulative Total \$332,100	\$333,900	\$0.00	\$0.00	\$0.00	\$0.00
Less:					
Renovate Fire Department	(333,900)	-	-	-	-
Estimated Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

ANALYSIS OF RECREATIONAL IMPACT FEES
Fiscal Years 2022-2026

Impact Fee Amount \$573	Projected Fiscal Year 2021-2022	Projected Fiscal Year 2022-2023	Projected Fiscal Year 2023-2024	Projected Fiscal Year 2024-2025	Projected Fiscal Year 2025-2026
Total Revenue by Year	\$91,700	\$97,400	\$103,100	\$108,900	\$114,600
Cumulative Total \$280,600	\$372,300	\$432,200	\$535,300	\$644,200	\$758,800
Less:					
Playground Equipment Rec. Complex (City's 25%)	(37,500)				
Estimated Balance	\$334,800	\$432,200	\$535,300	\$644,200	\$758,800

ANALYSIS OF WATER IMPACT FEES
Fiscal Years 2022-2026

Impact Fee Amount \$2,710	Projected	Projected	Projected	Projected	Projected
	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
	Fiscal Year				
Total Revenue by Year	\$433,600	\$460,700	\$487,800	\$514,900	\$542,000
Cumulative Total \$2,004,000	\$2,437,600	\$2,463,300	\$2,951,100	\$3,466,000	\$4,008,000
Less:					
Transfer to Fund 400 for Plan	(195,000)				
Transfer to Fund 400 for Design	(240,000)				
Estimated Balance	\$2,002,600	\$2,463,300	\$2,951,100	\$3,466,000	\$4,008,000

ANALYSIS OF WASTEWATER IMPACT FEES
Fiscal Years 2022-2026

Impact Fee Amount \$850	Projected	Projected	Projected	Projected	Projected
	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year
	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Total Revenue by Year	21,000	\$42,500	\$42,500	\$13,000	\$13,000
Cumulative Total \$7,800	\$28,800	\$71,300	\$113,800	\$126,800	\$139,800
Less:					
Estimated Balance	\$28,800	\$71,300	\$113,800	\$126,800	\$139,800

DISCRETIONARY TAX ANALYSIS

Fiscal Years 2022-2026

	Projected	Projected	Projected	Projected	Projected
	Fiscal Year				
	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Total Revenue by Year	\$566,000	\$571,000	\$577,000	\$583,000	\$594,600
Cumulative Total \$731,300	\$1,297,300	\$1,279,300	1,628,300	\$1,937,300	\$2,291,900
Less:					
Street Resurfacing Projects	(275,000)	(75,000)	(75,000)	(75,000)	(75,000)
Replacement of Police Vehicles	(147,000)	(153,000)	(159,000)	(165,000)	(114,000)
Replacement of Fleet Truck #005	(37,000)				
Exterior Sidewalks Worthington	(60,000)				
Water Vehicle #009			(40,000)		
Upgrade Body Camera System	(70,000)				
Estimated Balance	\$708,300	\$1,051,300	\$1,354,300	\$1,697,300	\$2,102,900

First Year of the Capital Improvement Plan Itemized by Department – 2021-2022

Police Department

➤ Taser Annual Payment (Impact Fees)	\$ 6,500
➤ Portable Radios Annual Payment (Impact Fees)	\$ 6,800
➤ Renovate Interview Room Recording System (Impact Fees)	\$ 10,000
➤ Portable Radios (2) New Officers (Impact Fees)	\$ 14,000
➤ Upgrade Security Camera System (Impact Fees)	\$ 15,000
➤ Upgrade Body Camera System (Discretionary Funds)	\$ 70,000
➤ Replace Unit #19, 2013 Impala (Discretionary Funds)	\$ 49,000
➤ Replace Unit #21, 2015 Impala (Discretionary Funds)	\$ 49,000
➤ Replace Unit #27, 2009 Ford CV (Discretionary Funds)	\$ 49,000
➤ Vehicle for Officer Hired in 20/21 Fiscal Year (Impact Fees)	\$ 49,000
➤ Vehicle for New Officer (Impact Fees)	\$ 49,000
➤ Vehicle for New Officer (Impact Fees)	\$ 49,000
➤ PD Renovations	
○ Permitting and Design	\$ 20,000
○ Two Bathrooms	\$ 26,000
○ Breakroom	\$ 26,000
○ Programable two-sided Led sign and Base	\$ 35,000
○ Flooring	\$ 68,000
○ Building Façade Entrance & Signage	\$ 85,000

Fire Department

➤ Renovate Fire Department (Impact Fees)	\$ 333,900
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Public Works

➤ Street Lighting Projects (Current Revenue)	\$ 30,000
○ <i>Dukes Lake</i>	
➤ Replace Fleet Maintenance Vehicle Unit #005	\$ 37,000
➤ Exterior sidewalks Worthington Place (Discretionary Funds)	\$ 60,000
➤ Replace Playground Equipment Rec Complex - Total Project \$150,000 (Impact Fees)	\$ 37,500
➤ Replace Playground Equipment Rec complex (FRDAP Grant)	\$ 112,500
➤ Street Resurfacing Projects (Discretionary Funds)	\$ 275,000
○ <i>Ridgemoor Dr. (Portion)</i>	

Water Department

➤ SRF Drinking Water Plan (FDEP 50% Grant/Loan) - Total Project \$390,000 (Grant)	\$ 195,000
➤ SRF Drinking Water Plan (FDEP 50% Grant/Loan) – (Impact Fees)	\$ 195,000
➤ SRF Drinking Water Design (FDEP 80/20 Grant/Loan) – Total Project \$1.2 M (Grant)	\$ 960,000
➤ SRF Drinking Water Design (FDEP 80/20 Grant/Loan) – (Impact Fees)	\$ 240,000
➤ Lower Floridan Wells Cost Share Grant FDEP – Total Project \$3,864,400 (Grant)	\$ 500,000
➤ Lower Floridan Wells Cost Share Grant SJRWMD (Grant)	\$ 364,400

First Year of the Capital Improvement Plan Itemized by Department – 2021-20

Wastewater Department

➤ SRF Clean Water Plan (FDEP 50% Grant/Loan) – Total Project \$ 375,000 (Grant)	\$ 187,500
➤ SRF Clean Water Plan (FDEP 50% Grant/Loan) – (Current Revenue)	\$ 187,500
➤ SRF Clean Water Design (FDEP 80/20 Grant/Loan) – Total Project \$1 M (Grant)	\$ 800,000
➤ SRF Clean Water Design (FDEP 80/20 Grant/Loan) – (Current Revenue)	\$ 200,000

Stormwater Department

➤ Mini Excavator Trailer (Current Revenue)	\$ 15,000
➤ SRF Stormwater Design (FDEP 80/20 Grant/Loan) – Total Project \$100,000 (Grant)	\$ 80,000
➤ SRF Stormwater Design (FDEP 80/20 Grant/Loan) – (Current Revenue)	\$ 20,000

Second thru Fifth Year of the Capital Improvement Plan Itemized by Department

Police Department

Fiscal Year 2022-2023

➤ Annual Payment (Impact Fees)	\$ 6,500
➤ Portable Radios Annual Payment (Impact Fees)	\$ 6,800
➤ Replace Unit #28, 2009 Ford CV (Discretionary Funds)	\$ 51,000
➤ Replace Unit #20, 2015 Impala (Discretionary Funds)	\$ 51,000
➤ Replace Unit #23, 2016 Impala (Discretionary Funds)	\$ 51,000

Fiscal Year 2023-2024

➤ Portable Radios Annual Payment (Impact Fees)	\$ 6,800
➤ Replace Unit #22, 2016 Impala (Discretionary Funds)	\$ 53,000
➤ Replace Unit #24, 2016 Impala (Discretionary Funds)	\$ 53,000
➤ Replace Unit #29, 2018 Ford Explorer (Discretionary Funds)	\$ 53,000

Fiscal Year 2024-2025

➤ Portable Radios Annual Payment (Impact Fees)	\$ 6,800
➤ Replace Unit #32, 2018 Ford Explorer (Discretionary Funds)	\$ 55,000
➤ Replace Unit #25, 2016 Ford Explorer (Discretionary Funds)	\$ 55,000
➤ Replace Unit #30, 2018 Ford Explorer (Discretionary Funds)	\$ 55,000

Fiscal Year 2025-2026

➤ Portable Radios Annual Payment (Impact Fees)	\$ 6,800
➤ Replace Unit #37, 2018 Ford Explorer (Discretionary Funds)	\$ 57,000
➤ Replace Unit #33, 2018 Ford Explorer (Discretionary Funds)	\$ 57,000
➤ Records Management System (Impact Fees)	\$ 150,000

Public Works

Fiscal Year 2022-2023

➤ Street Lighting Projects (Current Revenue)	\$ 30,000
○ <i>Comunicasa</i>	
➤ Street Resurfacing Projects (Discretionary Funds)	\$ 75,000
○ <i>Thomas Street</i>	
○ <i>W. Mohawk Avenue</i>	
○ <i>Putnam Street</i>	
➤ Enhancements to Sunset Park (Grant)	\$ 750,000

Second thru Fifth Year of the Capital Improvement Plan Itemized by Department

Fiscal Year 2023-2024

- Street Lighting Projects (Current Revenue) \$ 30,000
 - *Cardinal Pines*
- Street Resurfacing Projects (Discretionary Funds) \$ 75,000
 - *Palmwood Avenue*
 - *Jefferson Street*

Fiscal Year 2024-2025

- Street Lighting Projects (Current Revenue) \$ 30,000
 - *Courtney Park*
- Street Resurfacing Projects (Discretionary Funds) \$ 75,000
 - *N. Carol Street*
 - *Vine Street*
 - *Belfry Way*
 - *Brookline Hills Drive*

Fiscal Year 2025-2026

- Street Resurfacing Projects (Discretionary Funds) \$ 75,000
 - *Bishop Avenue*
 - *Hibiscus Avenue*
 - *Laurel Street*

Water Department

Fiscal Year 2022-2023

- SRF Drinking Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 400,000
- SRF Drinking Water Construction Projects (FDEP 80/20) – 80% (Grant) \$1,600,000
- Lower Floridan Wells Cost Share Grant FDEP – **Total Project \$3,864,400** (Grant) \$3,000,000

Fiscal Year 2023-2024

- Replace Truck #009 2016 (Current Revenue) \$ 40,000
- SRF Drinking Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 400,000
- SRF Drinking Water Construction Projects (FDEP 80/20) – 80% (Grant) \$ 1,600,000

Fiscal Year 2024-2025

- SRF Drinking Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 400,000
- SRF Drinking Water Construction Projects (FDEP 80/20) – 80% (Grant) \$ 1,600,000

Second thru Fifth Year of the Capital Improvement Plan Itemized by Department

Wastewater Department

Fiscal Year 2022-2023

- SRF Clean Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 333,400
- SRF Clean Water Construction Projects (FDEP 80/20) – 80% (Grant) \$ 1,333,600

Fiscal Year 2023-2024

- SRF Clean Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 333,400
- SRF Clean Water Construction Projects (FDEP 80/20) – 80% (Grant) \$ 1,333,600

Fiscal Year 2024-2025

- SRF Clean Water Construction Projects (FDEP 80/20) – 20% (Loan) \$ 333,200
- SRF Clean Water Construction Projects (FDEP 80/20) – 80% (Grant) \$ 1,332,800

Stormwater Department

Fiscal Year 2022-2023

- SRF Stormwater Construction Projects (FDEP 80/20) – 20% (Loan) \$ 133,400
- SRF Stormwater Construction Projects (FDEP 80/20) – 80% (Grant) \$ 533,600

Fiscal Year 2023-2024

- SRF Stormwater Construction Projects (FDEP 80/20) – 20% (Loan) \$ 133,400
- SRF Stormwater Construction Projects (FDEP 80/20) – 80% (Grant) \$ 533,600

Fiscal Year 2024-2025

- SRF Stormwater Construction Projects (FDEP 80/20) – 20% (Loan) \$ 133,200
- SRF Stormwater Construction Projects (FDEP 80/20) – 80% (Grant) \$ 532,800

CRA Fund

Fiscal Year 2022-2023

- Entrance Signs (Current Revenue) \$ 80,000

Fiscal Year 2024-2025

- Street Scape (Current Revenue) \$ 400,000



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